

Cherrywood Estates Homeowners Association

HOA Board Meeting Minutes, October 4, 2023

Web: cherrywoodhoa.org

Email: cherrywoodestateshoa@gmail.com

PO Box 4253, West Richland, WA 99353-4253

Board Members

Name	Position	Year/Zone*	Address	Contact
Jackie Stout	President	2023/1	428 Cherry Blossom Loop	richlandin@aol.com
Rita Kretzschmar	Vice President	2022/2	1335 Jubilee Street	r.kretzschmar@frontier.com
Andrew Bagley	Secretary	2022/3	463 Royal Ann Court	drandrew@bagleydental.com
Carroll Phillips	Treasurer	2023/4	476 Cherry Blossom Loop	88carroll@gmail.com
Tyler Reeser	At Large	2022/all (4)	1310 Jubilee Street	tylerandwendy@yahoo.com

Term year & zone represented. ('Term year' is the same as 'election year' except for special elections.)

Architectural Control Committee (ACC): Dayle Gilson, Ron and Carol Cuevas (ACC Liaison: Rita Kretzschmar) Welcoming Committee: Tyler and Wendy Reeser

Attendance

Board Members Present: Jackie Stout, Rita Kretzschmar, Andrew Bagley, Carroll Phillips and Tyler Reeser

Others Present: None

Quorum (25%): Yes

Meeting Location: The Stout Residence at 428 Cherry Blossom Loop

Proceedings Convened

Meeting called to order by Jackie Stout, Board President, at 7:00 PM

Andrew Bagley, Board Secretary, recorded minutes

Business

Past Minutes

- The past meeting minutes were previously approved via email and are already posted online.

Current Business

- Motion passed for all current Board Members to keep the same assignments as last year.
- Bret Nelson at 457 Royal Ann Court asked Jackie to be released from his current assignment to be a member of the Architectural Control Committee.
 - Jackie released Bret Nelson from his assignment as a member of the Architectural Control Committee and thanked him for his service.

- Jackie asked Ron and Carol Cuevas at 418 Cherry Blossom Loop to serve as members of the Architectural Control Committee and they accepted.
 - Motion passed to add Ron and Carol Cuevas at 418 Cherry Blossom Loop as members of the Architectural Control Committee.
- The Board was informed that a family member in the development had recently passed away.
 - Andrew accepted the assignment to remove their name from the contact list.
- The Board learned that there was an additional family member at a home in the development.
 - Andrew accepted the assignment to add their name to the contact list.
- The Board discussed if an organized fall cleanup along Keene Road was needed.
 - The Board agreed that there currently was not enough trash to organize a fall cleanup.
 - Motion passed to wait until spring 2024 to see if there is enough trash to organize cleanup.
- Carroll distributed printed copies of the current Cherrywood Estates HOA Fiscal 2023-2024 were and reviewed our current financial status.
 - The Liability Insurance bill is now listed in the appropriate year.
- Carroll reported that there are 2 Households who have not yet paid their annual dues.
 - Jackie volunteered to reach out to the Households and ask them to pay the annual dues.
 - Andrew volunteered to draft a final notice letter that could be sent to Homeowners in the future who are overdue on their annual dues informing them that a lien for the annual dues plus attorney fees would be filed against their property if payment is not received promptly.
- The Board discussed plans for improving the appearance of the entrance on Lambert Street.
 - Motion passed to approve a quote from Jeff's Lawn Care & Landscaping to replace the irrigation valve assembly with filter this year after the irrigation water has been shut down.
 - Motion passed to approve a quote from Job's Nursery to remove the existing bushes along Lambert Street and plant new bushes next spring after the irrigation is turned on.
 - Motion passed to approve a quote from Jeff's Lawn Care & Landscaping to add a second irrigation line behind the bushes close to the masonry walls next spring after the irrigation is turned on and the new bushes have already been planted.
 - The Board discussed that a homeowner has volunteered in the future to supply basalt rocks to place between the bushes on both sides of Lambert Street.
 - Concerns were expressed that doing so may compromise the privacy and security of the two homes that are located alongside Lambert Street.
 - Motion passed to speak directly with the homeowners of the two homes that are alongside Lambert Street to obtain consent before placing the proposed rocks.
- All ACC requests are being handled as they are received.
 - There have been a lot of homeowners who have painted their home recently.
 - There are still several homes that are in the process of being painted at this time.
- The Welcome Committee has visited all recent Homeowners and collected contact information.
 - Currently, there are no homes up for sale.
- The Board approved reimbursing Andrew \$32.00 for purchasing donuts for the Annual HOA Meeting.
- Andrew reported checking the drip lines and adding a sprinkler for the east tree by the entrance.
- Andrew reported trimming the outward facing sides of the two trees by the entrance.

- The Board discussed that the Homeowners at 1303 Jubilee Street may need to be contacted to see if they are willing to trim the inward facing sides of the two trees by the entrance.
- A Homeowner asked a Board Member if they could replace their front lawn with artificial turf.
 - The Board Member told the Homeowner that from their understanding of the governing documents artificial turf is not approved as a front lawn replacement.
- The Board discussed that there is a boat in the driveway at 1311 Jubilee Street that has been present for more than the usual maximum of 72 hours.
 - Jackie volunteered to send the Homeowners an email informing them that boats are not allowed to remain parked in front of homes in our development and request that they move their boat.
- Carroll indicated that he would prepare the annual tax return for the HOA and email it to all Board Members for approval.
- Carroll indicated that he would contact the liability insurance carrier to let them know that there are no changes in the constitution of the Board.
- Andrew accepted the assignment to put up the Christmas lights on the bushes at the entrance.
- Next meeting is scheduled for 12/5/2023 at 7 pm at the Carroll residence at 476 Cherry Blossom Loop.
 - This meeting may be cancelled if there are no business items to discuss.

The Meeting was adjourned at 8:01 PM.

Attachments

- Current Budget

Cherrywood Estates HOA FISCAL 2022-2023

Cherrywood Estates HOA Fiscal Year 2021-2022	2023-2024 Approved Budget	2023-2024 Actuals as of 09/30/2023	Notes
Total Income from HOA Dues (66 homeowners at \$75/year)	\$ 4,950.00	\$ 4,500.00	60 homeowners HOA Dues are current at \$75/year
HOA Operating Expenses			
Annual HOA Meeting	\$ 75.00		
Attorney Fees	\$ 275.00		
Grounds Maintenance	\$ 1,500.00		
Insurance	\$ 1,120.00	\$ 1,114.00	
Mailbox Rental	\$ 200.00		
Registration Fees	\$ 30.00		
Supplies	\$ 250.00		
Utility Bill	\$ 410.00	\$ 30.81	
Website/Domain	\$ 80.00		
Welcome Committee	\$ 100.00		
Total Budget Expenses	\$ 4,040.00	\$ 1,144.81	
Checking		\$ 5,920.16	
Money Market (Reserve)		\$ 21,446.25	Cherrywood entrance, upgrade irrigation and replace plants east and west side of Lambert. Rought Estimate \$4,500
Cash Value of accounts (as of 09/30/2023)		\$ 27,366.41	