



**Board of Directors Meeting Minutes**  
April 9, 2018 – Kennewick Library Union St.  
April 18<sup>th</sup> – Brenda Schuhmacher's home

**Board Members present:** Mark McKechnie, Ben Swita, Howard Chung, Brenda Schuhmacher, Marie Swita, Jim Young.

**Call to order:** The meeting was called to order by President Ben Swita at 6:02pm at the library.

**Guests:** Mark and Marci Hanberg, Lura Ackerman, Cleta Mayfield

This meeting was broken up into two meetings as the business brought to the board's attention by homeowners in attendance took up most of the library room time allotment. Ben Swita was absent at the home meeting but was available by phone if needed.

**Treasurer's /Financial Reports:**

- Marie handed out the financial reports; *Profit and Loss Budget vs Actual* statement, *Balance Sheet*, *Homeowners Delinquency Summary*.
- Marie update the board on Liens, payments by residents etc. As of this date we have \$12,676.18 in unpaid assessments, fines etc.
- The Reserve study has been done and Marie texted board members the report to view.

**Landscaping and Community Enhancement Committee:**

- Mark presented Jesse's bid and made the motion for Jesse's Landscaping to do the work on the main park mailbox area to expand the mailbox pad area, pour concrete and lay sod around that area to finish it. Jim 2<sup>nd</sup> and after discussion the motion passed unanimously.
- Cleta was responding to a letter about fence repair and paint and asked that the board consider the "natural" state of her fence on the side of Dennis at the 36<sup>th</sup> street entrance. The picket fence was there when they bought the house. The board voted at the second meeting and will send her a letter asking her to keep it repaired and the paint can remain as is. However if it needs to be replaced in the future it must be the 6 ft dog eared cedar fence as stated in the ACC rules and regulations.
- The two trees on 36<sup>th</sup> by the entrance into Dennis have grown tall and one into the street light. There is very little light into the south entrance due to their size and are obstructing the light from the street in order to navigate around the middle island. This has become a safety issue. There was already one accident last winter where someone drove into the monument rock and ran over that along with destroying two plants in the island. A motion was made by Mark to remove those two trees and Howard seconded. All discussion was in favor due to safety issues and poor visibility at that entrance. The motion carried unanimously. Mark will direct Jesse's to do that. There had been talk of budgeting for some kind of solar light fixture to the entrance in the future.
- Board members reviewed the list of homes in need of paint and reminders to paint garage doors and fences. A letter will go out to those homeowners in the next couple of weeks.

**Old Business:**

- Bryce Richards wanted the vote recorded into the minutes of his request for dismissal of his fine for late assessment payment. A board vote was taken via e-mail when the request was made weeks ago. As is consistent with past business practices, the board had voted unanimously to deny Mr Richards's request. Another vote was again taken at this meeting with the above board members in attendance and it was again unanimous.

### **New Business:**

- A letter will go out to all residents to be included in the July assessment billing reminding them to police themselves as far as keeping sidewalks, flower beds, and lawns cleared of weeds, lawn maintenance done in a timely manner, plants growing through the perimeter fence cleared etc., this summer.
- The fence bids were discussed again and Mark made the motion to appoint 3-Rivers landscaping to do the fence painting. The fence will be power washed and the perimeter lawn sprinklers will be turned off while this is happening. Jim asked Mark to have them paint the top of the fence boards. Howard 2<sup>nd</sup> and after more discussion, the motion passed unanimously.
- A current recommendation from the Reserve Study Company was that we contribute \$834.00 a month to our Reserve Account. We currently contribute \$500. Monthly. After reading through and assessing the Reserve Study On-site Visit Report, to our current needs, Mark made a motion to increase the current contribution to \$600.00 a month, effective 6/1/18. Howard seconded and the motion carried unanimously.
- Marie will post a copy of the current Reserve Study on the web site.
- Brenda reminded the board members to please be aware of who they are e-mailing when “replying” to HOA e-mails.

**Adjourn:** The meeting adjourned at 7:02 pm.

The meeting on the 18<sup>th</sup> adjourned at 7:30pm

**Next meeting:** Monday, May 7th at the Kennewick Library.

Respectfully submitted:

Brenda Schuhmacher, Secretary.