

## Annual Meeting

Board members present: Sam Packer, Wes Cox, Dave Wilson, Stephanie Geiger, Sarah O'Rourke, Matt Rhoades, Sharon Karamarkovich, Teresa Trieber, Nancy Thompson

1. The meeting was called to order at 7:45pm via zoom.
2. The June 2022 Annual Meeting Minutes were approved (no edits received).

Treasurers Report: Wes presented a May 10, 2023, financial statement (attached), and reported that the changes to the 2023 Budget reflect the planned increase in expenditures for community activities compared to 2022. The increase is to be covered in part by undesignated funds in our reserves. A new Reserves Study will be done later this summer to update our planning for non-recurring expenses. We anticipate this may identify funds for future community events. Our income is running close to budget, with only 15 delinquent dues payments outstanding for our 279 homes. Six homes have multi-year delinquencies. The LFCA, as of June 8, has received \$33,942.22 in income. The budgeted 2023 expenditures of \$34,890 include reserve set asides (for nonrecurring expenses) that are used for long term projects like Trail Maintenance and Repainting Curb House Numbers. Curb repainting is being done this year, and in fact is already underway. The anticipated expense for repainting numbers is \$4,300. Budgeting for reserves enables the LFCA to avoid fluctuations in annual dues and to avoid special assessments. Overall, the LFCA is in good financial standing. As has historically been the case, the financial statement reflects fewer expenses in the first half of the year, with our biggest expenses typically occurring in the second half of the year.

3. Architectural Review Committee: Matt reported that the ARC has received 15 applications for exterior changes so far in 2023. Homeowners need to get the approval of the ARC for any exterior change to their property. The ARC endeavors to approve any such request in less than 30 days. Guidelines are posted on our website at <http://www.lakeforestcommunity.org/>. The instructions explain how to submit your application and what information is required. Once the ARC receives your request it is reviewed and shared with the Board for comments. Unless there is an objection due to noncompliance with HOA covenants, the application is promptly approved. One new neighbor commented that he found the ARC process to be very efficient and easy to comply with.
4. Board Accomplishments: Sam reviewed the 2023 activities by the Board and explained that we are responsible for: replacement of portions of the trail paths, cleanup and maintenance of the common areas, and curb repainting. He noted that curb repainting is underway, with corrections to be made, as needed, and thanked Sarah for organizing this activity. Other endeavors include the ongoing upgrade of the LFCA website which is being led by Gerhard Trieber and Stephanie. As we improve our website, it will be ever more important that homeowners keep us informed of their email addresses. Sam also discussed past accomplishments by the HOA Board including lobbying against a proposed gas station at the Huntsman Giant, working with the county and other neighborhoods on the location and expansion of the Fairfax County Parkway, and maintaining the vast network of trails in our wooded common areas. Dave noted that LFCA has 22 acres of woodland connecting us all the way to Huntsman Lake. When the community was first formed, the homeowners elected not to construct a community pool, but to preserve the natural beauty of the woods. We have a landscape contract to help maintain the common areas. Another recent undertaking by the Board was repairing the brick monuments at our three entrances which contain wooden signs that are near the end of their lifespan.
5. Elections: Sam explained that the Board consists of nine members, with officers being elected from the Board at their July meeting. The President described his duties as running Board

meetings and handling special projects. He explained the benefits and responsibilities of joining the Board. These include getting to know your neighbors, attending a one-hour monthly meeting usually by zoom, and contributing your time and expertise as needed in a particular position or as a shared, team effort. Additional board members described their duties. Teresa talked about the ability to serve on the board in conjunction with her other daily activities. She also has compiled the annual newsletter. Sharon updates the entrance signs. Stephanie coordinates all the HOA communications and leads the community activities. Sarah handles the tree removal issues with the HOA contractor. Dave is one of the longest serving members on the Board. He currently handles resale packets for homes being sold in the neighborhood and serves as the HOA historian. Nancy serves as secretary taking the minutes and doing the annual filing with the state corporation commission. The three Board members who have terms expiring in 2023 are Wes, Nancy, and Sam. Wes indicated he is willing to continue for another term. Two community members volunteered for the board: Allison Lotts and Troy Kelly. All three candidates were elected by unanimous vote to serve on the board for 3-year terms ending June 2026.

6. Website Upgrades: Sam reported that the Board is moving ahead in 2023 to add extra security and other upgrades to our website. We will be adding a ticketing system to keep better track of issues as they come into the Board. The new website will also allow us to better promote community events. As part of these upgrades, the Board needs to have current emails from all homeowners so we can adequately keep the community informed about improvements. Our webmaster, Gerhard Trieber, will be updating the LFCA site this summer.
7. Community Activities: Stephanie discussed the community events planned for 2023 (as shown in the attached slides). In April, the Board hosted Earth Day events including trail and watershed cleanup, and craft activities for kids. Sarah helped to get cub scout groups to participate. Going forward, on June 17 the HOA will sponsor 2 Kona Shave Ice trucks stationed at two locations in our community to celebrate the end of school. Our next event will be the Oktoberfest Community Picnic on September 16th. This is our largest neighborhood event of the fall. A Halloween Parade will be held again this year on October 31, and a Holiday Lights contest will be sponsored in December. More information about these events will be sent via email and posted on the LFCA website. There is an events committee of 4 homeowners who help the Board to plan and set up these activities. Please consider volunteering to help with this committee this fall when most of our events are planned.

#### New Business Items/Questions:

8. Doug Franklin: Dave noted that the first LFCA President, Doug Franklin, had recently passed away in May. Doug led the effort to create our system of wooded trails and ensured that the then proposed swim club was a separate entity from the HOA. These actions helped to protect the neighborhood and ensure its natural beauty.
9. Overgrown shrubs: Sam was asked a question about who is responsible for pruning branches that overhang the public sidewalks. Property owners are responsible for pruning their greenery. The HOA is responsible for maintaining overgrowth in the common areas, including as it extends over the sidewalks or trails.
10. Mailboxes: Betsy Lauer noted that VDOT regulations govern the placement of mailboxes along the sidewalks. VDOT rules specify that mailboxes must not be set in concrete but must be able to break away easily.
11. No Dumping: Fairfax County laws do not permit dumping of yard waste on another property. It is illegal to dump waste on HOA common areas. Homeowners (and their landscapers) should remove yard waste in the appropriate manner, such as hauling it away or via weekly trash collection. The HOA does not have the funds to remove all the yard waste that occasionally ends

up in the common areas. The area between the cul de sac on Fishermans Lane and Maritime Court is especially bad. Please help us keep our trails and common areas looking good.

12. Poison Ivy: Sam discussed that the Board is aware that poison ivy is a growing nuisance along the trails. We have done some spraying, but Sam is also requesting a bid for spraying from Premium (the company that does our landscaping).
13. English Ivy: Invasive English ivy is also a problem in the County and in our neighborhood. The Board has published information on how to remediate ivy overgrowth in our newsletter. Virginia creeper vines are also becoming invasive and overtaking some of the trails and common areas.
14. Bamboo: Sam reported that Fairfax County has added rules regarding invasive species such as bamboo. Under its current rules (effective January 2023) bamboo must not encroach on neighboring properties or the homeowner will be subject to fines. VDOT should be contacted if there is bamboo on state property along the parkway soundwall.
15. Street Paving: A question was asked if our HOA could get repaved streets as some neighboring communities have recently obtained. LFCA was not on the list for repaving and should pursue this request next year with the county. If you need a road or pothole to be repaired near your house, please contact VDOT.
16. Recordings of meetings: Annual meeting minutes are posted to the LFCA website as a draft as soon as practicable after the meeting. The zoom recording is typically not posted. Our apologies for not starting the 2023 Annual meeting on time and having to switch to another zoom link to host tonight's meeting.

Meeting adjourned at 8:40 pm.

\*Annual Meeting minutes from 2023 need to be approved by the LFCA membership at the 2024 meeting.