

## LFCA meeting minutes – June 12, 2025

### Annual Meeting

Board members present: Troy Kelly, Sarah O'Rourke, Wes Cox, Allison Lotts, Dave Wilson, Stephanie Geiger, Matt Rhoades, Sharon Karamarkovich, Teresa Trieber

1. Troy called the meeting to order at 7:35pm via zoom, and provided an intro and welcome to the community.
2. The June 2024 Annual Meeting Minutes were reviewed to provide a recap of the annual meeting last year. The minutes were approved (no edits received).
3. Board Accomplishments: Sarah reviewed 2024-25 activities by the Board including: website update and ticketing system rollout; development of step by step guide for using the ticketing system; fielding of over 50 community items including tree removal from HOA property, trail maintenance to make sure the wonderful trails remain walkable by residents, resale package development, and review of ARC applications; the community vote on various HOA covenants; 4 community events; budget approval and dues.
4. 2025 Vote: Allison covered the results of the 2025 vote that was conducted following the 2024 community survey. Based on community interest shown in that 2024 survey, but board put to a vote three items: changing fence height (from 4.5 ft to 6 ft), allowing sheds subject to specific guidelines the board would develop and incorporate into ARC guidelines, and changing the percent requirement to change covenants from 75% to 65%. 210 out of 275 homeowners were required to vote yes for any of the three items to be approved. Votes were collected electronically, with mailers when needed, and door to door efforts were made to collect as many votes as possible. None of the items in the vote met the 210 requirement, but of those that voted, the majority did lean toward yes. Further details are available in the annual meeting slides. The board encourages more participation in the future if there is interest in changing any of the covenants.
5. Treasurers Report: Wes presented a May 31, 2025 financial statement and explained the difference between recurring expenses and reserves. Recurring annual expenses are budgeted based on past expenditures and expected costs. Reserves are the portion of the budget that are set aside for specific long-term expenses. Funding of these reserves avoids the significant fluctuations in annual assessments that would occur were they not accumulated over time. Wes noted the variation that can occur in the cost to handle tree removal. Wes also noted increasing costs for community events in recent years and upcoming costs for trail maintenance. The board will be considering annual dues costs in upcoming budget discussions to ensure the board maintains a healthy financial position while continuing its current level of community support. Wes also reported on the status of dues collection, with 21 delinquent dues payments outstanding for our 279 homes. The HOA, as of the May 31 report, has \$34,915 in income. Overall, the HOA is in good financial standing. 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 (September and October).
6. Community Activities: Stephanie discussed the community events hosted by the board and adjustments made based on community feedback such as adjusting the date for the Halloween parade. Board hosted events include Oktoberfest, the summer Kona ice truck, Halloween parade and decorating contests. Coming up, the board is sponsoring the Kona ice trucks to celebrate the end of school. In September, the board is hosting the Oktoberfest Community Picnic which will

be catered again this year. More information about these events will be sent via email and posted on the LFCA website. Please consider providing additional ideas and feedback on community events and consider volunteering to help with these events. Events surveys will continue to be done to solicit continuous community feedback.

7. General Reminders: Teresa put out several community reminders such as being safe on our trails – wearing helmets, watching speed if riding bikes or scooters, and to mind signs posted that prohibit motorized vehicles. Additional reminders were put out on noise ordinance expectations (e.g., dogs, lawn care). From 10PM to 7AM there is to be no excessive animal noise, and from 9PM to 7AM there is to be no lawn care within 100 yards of a residential dwelling. Lastly, the board reminded residents that HOA issues are those that impact the broader community and are part of our covenants. The board encouraged issues between neighbors to be worked out separately.
8. Architectural Review Committee (ARC): Matt discussed the requirement for homeowners 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, though 30 days is the requirement of the board. 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.
9. Board Elections: Troy discussed four vacant board positions – Vice President, ARC Chair, Events Coordinator, and a General board member vacancy. The Secretary position is also up for temporary filling while Allison is on maternity leave this fall. Allison described the process for elections, followed by assignment of roles and responsibilities, which will occur at the next board meeting. Expectations of the board are participating in the monthly meetings, volunteering for at least one community event, and to serve a term of three years.

Meeting adjourned at 8:37 pm.

\*Annual Meeting minutes from 2025 need to be approved by the LFCA membership at the 2026 meeting.