

# Lake Forest Estates Homeowners' Association

## BOD Formal Meeting minutes

HOA monthly meeting date & time: Thursday, July 10, 2025

Location: The picnic shelter at the LFE park from 6:35 – 8:00 pm

Attendance: Emil Scioli, Sandra Munsey, Larissa Nixon, Stuart Morris, Joe Pan, Kim Hancock

### Follow up:

- Sandra – Plan for assignments for next summer newsletter. Set up another event with the police department at the park regarding security and trespassing.
- Stuart – Safety Inspection completed. The basketball/tennis/pickleball court was cleaned. Joe Heins to put up no trespassing sign.
- Audit committee (Kyle, Larissa, and Joe) – Pending Debbie providing books for 2024. Larissa doesn't have availability until September. Emil, Kyle, and Joe to schedule a time to perform the audit.
- Emil – Lifeguards are available, but the HOA would need to hire the lifeguards as employees. The HOA would need to be responsible for supervision, payroll, taxes. The HOA also would need to purchase additional assets such as swim area bouys, underwater lighting and lifeguard station. Currently it isn't a realistic and affordable option to proceed.
- Natasha/Kris – We didn't hear from Natasha Cutlip. Kris McMackin submitted quotes for lock replacement, however there are clarification question for the proposals pending his reply to the board.
- BOD executive session on continued off-leash dog violations. Homeowners should call animal control if they see off leash animals.
- Picnic Shelter Roof update – Dick Lopes is working on a redesign of pavilion area for the board to review.
- Reserve Study Audit Updates – Reserve study audit suggests the HOA to increase funding to the reserve to meet future expected liabilities for asset replacements. There will be multiple versions of 2026 LFE HOA budget to be presented and voted on at the 2025 yearend community meeting.
- SR169 Updates – One time lawn mowing and bushes trimmings along SR169 has been canceled. MV City will regrade this area in the coming months.

### ACC report

- Lot 82 - Driveway widening approved.
- Lot 85 – Landscaping complaint and tree replacement request. 2<sup>nd</sup> ACC letter sent. Certified letter will be sent by mail.
- Lot 98 - Tall grass in the front yard rectified. ACC letter was sent to homeowners on June 22, 2025.
- Lot 15 - Fencing request pending ACC decision.
- Lot 29 – Brown van in the front yard has been moved.
- Lot 24 - Front yard dead and barren grass. ACC to follow up.

### Contract Administrator's Report

- Landscaping/Safety Audit/Painting have been completed. The LFE Park shower is being repaired with the help of volunteers. Regarding landscaping, there are more brown lawn spots this year. Landscape and irrigation contractors don't appear to be doing as good of a job as expected. Dick and Gary surveyed the

neighborhood and provided a suggestion/action plan to Tim's landscaper and Mr. Rain. Tree swing near the beach has disappeared.

### **Secretary Items**

- All board members approved the June 2025 meeting minutes.
- Board members voted to approve increased park key fees to reflecting increase key cost for new keys at the locksmith and to financially incentivize homeowners to be more careful with their park keys. The new park entrance and parking lot gate key is \$50 per key for new homeowners' first time keys and \$100 per each replacement key. Each home still has a maximum of 2 keys.
- Wasp at the beach – Stuart will coordinate for spray wasp sprays to kill the nest
- Driveway irrigation valve cover damage reported – Replaced by Stuart.
- Higher fence next to the park gate chain link fence request by lot 51– The Board will work with the homeowners to explore suitable fence options to block/deter teenagers from jumping the fence into the park from Lot 51.

### **Treasurer**

- Financial Report – 112 lots have paid in the 2025 dues out of 115. Reminder letters have been sent to the unpaid owners. Year-to-date, actual expenses is \$9,200 under budget. However, we are expected to be on budget by the end of the year.
- Next CD is due 7/15/2025 and the board voted to rollover the CD for another 6 months.

### **Action Items:**

- Sandra to coordinate newsletter and collect articles for newsletter.
- Joe to work with Jenny to publish and release the newsletter.
- Emil to get pricing for HOA management company.
- Kim Hancock to get comparative HOA dues for comparisons.
- Joe to send meeting minutes on or before 7/15/2025.
- Explore suggestion to add a trash can by the sports court.

### **New Business**

- Summer LFE Park security trial plan – Sandra contacted 6 security guard companies and only two submitted proposals. Propose to run trial for July & August, 3 days week, 4 hours each day. Need to confirm a resident who's able to supervise the security guard. Proposed to ask community for a volunteer to supervise the security guard(s) as she is the most vocal advocate to hire security guards.
- Police have been able to assist with trespasser twice since the last board meeting in June. Community outreach with the police has been working. The officers are encouraged to patrol the neighborhood and eat their lunch in the park to show their presence.
- 2 Board positions, VP & Treasurer, plus 1 ACC position are opening in January. Looking for volunteers in the community.

Next HOA meeting Date and Location:

Thursday, August 14th, 2025, At Picinic Shelter 6:30 - 0:715 pm