

Lake Forest Estates Homeowners' Association

BOD Formal Meeting minutes

HOA meeting date & time: Thursday, February 12, 2026, 6:32 – 7:36 pm

Location: Microsoft Teams

Attendance: Emil Scioli, Stuart Morris, Joe Pan, Sandra Munsey, Eric Hancock and Kim Hancock

ACC report

- Lot 3 - Request for fence and gate improvement approved
- Lot 19 - Request to build little library in front yard pending review
- Lot 94 - Request for fence and gate improvement submitted and construction was finished before plans were approved

Contract Administrator's Report

- Rope cut down service updates: no updates, still waiting to hear back from contractor
- Request landscaper to clean up dog poop in the park and grounds when they provide service.

Secretary Items

- January 2026 meeting minutes were approved by the board members present

Treasurer

- 30 out of 115 homeowners have paid their dues as of the meeting

New Business

- Lot 19 requested little library install in their front yard with June 2026 install date
- Another Dog Complaint - board discussed the incident and will send out community announcement regarding dog leash requirement and property damage.
- Vice President Annual Membership Survey Planning
- Troy & Tracy to be added to the Financial Signature Cards - Still in progress
- SR 169 - Partial funds received from the city. The SR 169 committee is still working with the City on the remaining punch list. HOA has been getting contractor bids on new lawn care provider.
- Communication Preference: 2 Homeowner that did not sign up, Lot 14 & Lot 68.

Action Items and Assignments

- President - February Board Meeting
- President - Review Calendar of Events
- President - Write letter to identified homeowner that caused playset damage at the park
- Vice President - Annual Membership Survey Planning
- Treasurer - Annual Dues progress tracker
- Secretary - Send out reminder for dues due at end of February and interest will be assessed if not received by March 31, 2026.

- Secretary - Follow up with lot 85 for new park key issuance
- Webmaster - Contact submission form to be added to the portal
- Webmaster - New contact request form to be added to the website and new process to keep track of new residents.
- Webmaster - Park key request form to be added to the website
- Finance Committee - 2025 HOA financial audit planning

Next HOA meeting Date and Location:

- Thursday, March 12th, 2026, On Microsoft Teams 6:30 - 7:15 pm