

Lake Forest Estates Homeowners' Association

BOD Formal Meeting minutes

Date: September 10, 2026
Time: 6:30 PM – 7:29 PM
Format: Microsoft Teams
Board Present: Emil Scioli, Sandra Munsey, Stuart Morris, Suzanne Williams, Tracy Barnes, Joe Pan
Also Present: Kim Hancock (ACC), Jody (Neighborhood Watch), and a large group of residents

I. Resident Comment Period

- Residents Dick Lopes and Gary Schroder raised questions about the reserve study, specifically whether the asphalt parking lot overlay and dock replacement cost estimates reflect actual bids, and whether either project is scheduled for 2027. The Board clarified that neither project is confirmed for 2027; the reserve study flagged both as previously unbudgeted items requiring attention, not as scheduled work.
- Gary Schroder proposed forming a resident committee with construction/engineering backgrounds to review the reserve study's cost and timing assumptions.
- The Board noted that Washington's reserve study requirements are becoming more stringent, not less, heading into 2027–2028. RCW 64.38 (the older Homeowners' Associations Act) expires December 31, 2027, and every community — including legacy HOAs like ours — will be fully governed by WUCIOA (RCW 64.90.545) starting January 1, 2028. That means reserve studies will be mandatory for all communities regardless of formation date, must be updated at least every three years, and must be reviewed annually by the board.
- Other resident comments: prioritize the deteriorating picnic structure over the parking lot; playground soft-surface inspections raised as a safety/liability concern; Suzanne Williams and a resident both supported a careful, deliberate review process.
- Bernie Glaze asked why reserve funds appear lower than he expected given years of contributions; the Board agreed to follow up with him on historical expenditure detail. Information is available upon request by homeowners.
- Residents in attendance would like to participate in the reserve study and suggest broader community input before it is finalized.

II. Officer & Committee Reports

ACC Report — Kim Hancock

- Lot 8 – Approved deck/fence, door and window replacements
- Lot 23 – Approved house exterior painting
- Lot 90 – Pending tree removal request, awaiting additional information from homeowner.
- Lot 22 – Approved tree removal request
- Lot 92 - Fence replaced was not approved by ACC

Neighborhood Watch — Jody Carder

- A quiet summer overall; one porch piracy incident reported in August. Block captains and neighbors were notified; no further action required.

Contract Administrator — Stuart Morris

- South park gate: temporarily repaired (set screw adjustment); replacement crash bar still needed but cost-prohibitive at this time — exploring volunteer options.
- Sports court resurfacing: pending vendor bid following an on-site visit scheduled Spring 2027.
- Park trip hazard (exposed landscape fabric near the benches): two bids received for repair, to go to the Board for a vote:

Treasurer's Report

- Dues collection: 100% 2026 HOA dues were collected
- Income: favorable variance of ~3% year-to-date, driven by interest earned.
- Operating expenses: favorable variance of ~6% year-to-date through August, primarily due to lower-than-budgeted landscaping/utility costs
- Net income: favorable variance of ~8.5%

SR-169 Report

- Negotiations with the City are complete.
- The Board is comparing two landscaping contractor bids (Malone's vs. Cedar County Landscaping) and working to align plant quantities and scope for an accurate comparison before selecting a contractor.

III. Follow-Up on Prior Items

- Lot 92 253rd Pl fence repair: Confirmed via community documents that maintenance/ownership is the resident's sole responsibility; the fence has since been replaced by the homeowner.
- Front irrigation: Zone 1 leak repaired; a hose bib was installed at the sports court as a water source for pressure washing; conduit was run underground for future use.
- Summer park security: Written report received from the security vendor. Follow-up on gate access expected within 30 days.
- Front entrance 253rd Pl trees supplemental watering coordinated.
- 2027 Budget: Drafted in accordance with reserve study recommendations; to be presented at the November meeting. Per requirements, it must be published/mailed to residents 14-50 days prior to the November 12th meeting), along with Reserve Study Draft 3.

IV. Open Forum

Below questions were brought up by residents at the meeting:

- Backyard access process for the RT 169 fence/landscaping project is still being finalized; affected homeowners will be contacted individually once the contractor and timeline are confirmed.
- Playground replacement: currently reflected in Reserve Study Draft 3, with estimated replacement timing in the 2028–2030 range.
- Minor repair to the play structure inside the community park was completed during the last Good Neighbor Day.
- The Board noted three HOA Board members are resigning as their terms are ending this year. Those positions are President, Treasurer and Secretary. The general volunteer capacity is low in the community; residents are encouraged to join the Board or subcommittees.

Announcements

- Next HOA meeting: October 8, 2026, via Microsoft Teams (please see the HOA meeting information at www.lakeforestestateshoa.com from 6:30 PM – 7:15 PM.