

**ANNUAL MEETING OF THE BOARD OF DIRECTORS**  
Northwest Forest Improvement Association  
*Meeting Minutes*

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Date: October 13, 2025

Time: 6:00 p.m.

Location: Northwest Forest Recreation Area

I. CALL TO ORDER

Vice President Adam Jacobs called the meeting to order at 6:03 p.m.

II. ROLL CALL OF OFFICERS

- Present: Trey Hart, Leisa Stokes, Keri Praznik, Ada Jacobs, Howard Rusche
- Absent: Kyle Knipple

III. RESIDENTS PRESENT

- Dylan Morgan, Jayla Morgan, Steve Pieper, Amanda Conway Green

IV. PUBLIC COMMENTS

- Chris Gonzales, fire chief, from Jefferson County Emergency Services District One (JCESD1) presented information concerning a ballot item for the upcoming November election cycle and to ask residents to consider voting yes on this proposition which would provide for an improvement to our local emergency services.
- Parks and Recreation Superintendent Amanda Conway Green reported that the pool is closed for the season. After pressure washing, all furniture and gear will be stored for the winter months. Pool cleaning will reduce to once per week for the off-season unless adjustments need to be made.

V. APPROVAL OF MINUTES OF THE REGULAR MEETING

Motion by Keri Praznik seconded by Howard Rusche to approve the minutes of the regular meeting of 9/8/25. Motion carried at 6:21 p.m.

VI. ADMINISTRATIVE, FINANCIAL AND BOARD REPORTS VIA Keri Praznik

A. FINANCIAL REPORT as of 9/30/25

- Asset Balance as of 9/30/2025: \$ 117,801.11
- Arrears owed as of 10/10/2025 (less any pre-paid/credits): \$54,076.46
- Arrears balance +90 days past due as of 10/11/2025: \$ 48,010.52 (less pre-paid/credits)
- Total accounts receivable balance YTD as of 9/30/2025: \$53,475.83
- Total Expenses incurred YTD: \$102,677.97 (including but not limited to):
  - Operating expenses
  - Utilities
  - Repairs
  - Lawn care

- Improvements and betterments
  - Legal fees
  - Lighting
  - Pool maintenance/services /equipment
- B. Motion by Leisa Stokes seconded by Trey Hart to approve treasurer's report. Motion carried at 6:22 p.m.

#### VII. OLD BUSINESS

- A. Discussion related to improvement of monitoring, reporting and enforcing by-laws and restrictions and how members can help.
- Any time members notice a violation, they can take a photo and send to property management with address and description of violation. All reports will be held in strict confidence.
  - Board members are using a spreadsheet to track and monitor current violations and efforts property management is taking to correct.
- B. Architectural Committee position has been filled by Jason Stokes.

#### VIII. NEW BUSINESS

- A. Approval of 2026 budget
- Motion by Howard Rusche seconded by Keri Praznik to approve the proposed 2026 budget. Motion carried at 6:34 p.m.
- B. 2026 Dues
- Motion by Keri Praznik seconded by Howard Rusche to keep dues at the 2025 rate with no increase. Motion carried at 6:35 p.m.
- C. Board of Directors open position election
- The results of the election are as follows (pending vetting by property management that all dues and fees are current):
    - Vice President – Adam Jacobs
    - Secretary – Leisa Stokes
    - Treasurer – Keri Praznik
    - Officer At Large: Howard Rusche
    - Officer At Large: Amanda Conway Green

#### IX. COMMENTS FROM BOARD MEMBERS

- Keri Praznik will reach out to property management to make sure that all emails are copied to all board members.
- Howard Rusche reported that the wrought iron fence construction is complete on the Forest Trail Circle portion of the park.

#### X. ADJOURNMENT

The meeting adjourned at 6:54 p.m.

*PREPARED BY: Leisa Stokes, Secretary*