



Lake Forest Board of Directors Meeting  
October 19, 2021  
Minutes

Location: Lake Forest Elementary Library

Board members present; Kathleen Emmett, Gregg Langer, Jeff Heard, Beckie Weatherford, Alex Broman, Judi Denney

Board members absent: 1

Guests:

Time started: 6:30 pm

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**Welcome by President**

Kathleen welcomed the board and guests and thanked the volunteers for all their good work.

**Secretary Report- Deanna Rocamora**

September minutes were sent to board members by email for review. The minutes were not approved at this meeting due to a correction noted. They will be revised and presented at the October meeting for approval.

**Treasurer Report – Update by Beckie Weatherford**

Reports submitted via email for inclusion with minutes. Addendum A.

**Architectural Review Committee (ARC) Report -Update by Gregg Langer**

No new requests received.

**Covenants, Conditions, & Restrictions (CC&R) Report -Update by Alex Broman**

Report submitted via email for inclusion with minutes. Addendum B.

Alex presented the letter that he sent on October 3<sup>rd</sup> to the home on Creighton Ct that was the subject of complaint at our last meeting.

A motion was made, seconded and carried that only 1 RV could be kept on Division 1 properties.

Alex will send a second letter November 3<sup>rd</sup> before sending a third letter with the fines. He will contact our legal council to ensure we are on firm legal ground before he moves to the third, fine letter.

A complaint was received about unleashed dogs on Carnegie Drive; however, our CC&R's do not address that subject. The matter will be referred to the County.

**Maintenance -Update by Jeff Heard**

Report submitted via email for inclusion with the minutes. Addendum C.

The team of volunteers made improvements at Hearing Park (especially the sink hole) and entrances. The irrigation will be shut off for the winter.

#### **Events – Update by Judi Denney**

Judi will go around the neighborhood on October 29<sup>th</sup> to assess the Halloween decorations and award the winner of the contest. Many homeowners are decorating for the fun.

#### **Waterfront/Shoreline Project -Update by Kathleen Emmett**

Kathleen and Jeff met with Puget Sound Landscaping and are expecting a bid on a preliminary phase of the project soon. Once that bid is received, we will check in with Bay Marine for a bid on a similar scope of the project. We hope to award a contractor soon.

#### **Old Business**

The 2020 audit vote failed to reach a quorum of voters. A second vote has gone out to the residents. The results will be announced at the December LFHA board meeting.

The December meeting was changed to December 14<sup>th</sup> due to the school being closed on December 21<sup>st</sup>.

#### **New Business**

The board voted to increase the 2022 homeowner dues by 3% as allowed in our covenants.

Motion made, seconded, and carried to adjourn @ 7:51 pm



## Treasurer's Report

October 19, 2021

- VF Accounts - 2 accounts with VF
  - 1 bankruptcy and now trying to collect dues that are after the bankruptcy date.
  - received a judgement, now trying to collect
- Past due accounts 2021
  - 13 assessments not paid. Have started charging interest and late fees. Statements to be mailed Wednesday, October 20, 2021.
  - Several with small balances due to paypal fees
- Fines
  - 3 accounts with CCR fines. Fines have now been doubled per the CCR Fine Schedule. Statements to be mailed Wednesday, October 20, 2021.
- Past due accounts 2020

1	making payments -for 2020 & 2021
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- Petty Cash Disbursements
  - No disbursements
- Checks Written

Check #	Date	Amount	Whom	Description
6344	9/3/2021	\$850.00	Association Reserves	annual reserve study
6345	9/23/2021	\$196.97	Jeff Heard	southeast entrance maintenance - dirt and grass
6346	9/23/2021	\$105.99	Gregg Langer	office supplies for ARC
6347	9/23/2021	\$110.31	Deanna Rocamora	supplies for association cookout
ACH	9/23/2021	\$48.60	Goebel Septic Services	port-a-pot
ACH	10/1/2021	\$6.56	Google	Google workspace

Addendum A

ACH	10/1/2021	\$7.95	USPS	priority mail - fine letter & invoice lot 1055 previously returned w Certified mail
6348	10/3/2021	\$1,854.54	RMR Lawnservice	September Services
6349	10/7/2021	\$249.53	Jeff Heard	Park maintenance supplies
6350	10/8/2021	\$53.24	Robert Maano	Park maintenance supplies
ACH	10/15/2021	\$35.37	City of Lacey	Water for sprinkler North entrance
ACH	10/15/2021	\$43.85	City of Lacey	Water for sprinkler South entrance
ACH	10/18/2021	29.01	Consumer Cellular	Monthly Cell Phone

- 2019 Audit-
  - Postponed due to pandemic restrictions
- Communication
  - Phone - gate codes, CCRs, HOA documents,
  - emails - HOA demands, HOA documents,
  - website -1,387 hits

## Addendum B

### CCR Report for October 2021

1. CCR inspections were made on September 28, October 5, 12, and 18. Courtesy letters were written for violations still existing on October 18.
2. Letters sent October 3 and 18, 2021:
  - a) #1: 10
  - b) #2: 3
  - c) #3: 0
3. Breakdown by violation types:
  - a) #1: 1 for multiple (business, nuisance, poultry, inop RVs, appearance), 5 for cans in view, 3 for lawn/weeds, 1 for parking on lawn
  - b) #2: 1 for yard, 1 for cans and yard, 1 for cans
  - c) #3: 0
4. Homeowner corrections (13) September 28 – October 18:
  - a) 8 for cans in view
  - b) 1 for parking on the lawn and trailer
  - c) 1 for trailer
  - d) 3 for lawn.
5. Turned over to Treasurer in October: 0
6. Fine (Letter #3) status:
  - a) Lot 1055 fine letter resent via registered mail. No observed vehicle activity on greenbelt and no removal of culvert. No written response.
  - b) Lot 2068 fine letter sent regular mail on August 13. No written response from homeowner and boat/trailer still parked on lawn on front part of property.
  - c) Lot 3108 violation corrected by October 5. (House is now for sale)
7. Report Notes:
  - a) The Board has not established compliance dates for resolution of the five greenbelt incursions yet. Two of the property lines may need to be confirmed by survey. We may have no legal recourse to hold a previous owner responsible for one of these incursions.
  - b) Board needs to discuss obtaining attorney advice to deal with adverse possession attempts and the best way to resolve these greenbelt intrusions.
  - c) The Board received an email complaint regarding uncontrolled dog activity on Carnegie Street originating from lot 1001.
8. CCR report on October 19, 2021 by Alex. Copies of Courtesy Letters sent to homeowners placed on file on LFHA BOD Google drive.

## Addendum C

LFHA October 2021 Maintenance Report October 19, 2021

Jeff Heard Maintenance Chairman

9/22/21; Excavate sink hole in park lawn, install 1 ½ yards of fill, compact fill with pick up truck

5 volunteers, 15 man hours

9/29/21; Cut blackberry brambles encroaching on residents fence from greenbelt behind Princeton Ct. Pruned sick apple tree, removed dead cherry stump, bucked branch pile into firewood length. 2 volunteers 4 man hours

10/4/21: Hauled in 2 yards of fill and 1/1/2 yards of turf mix top soil, filled and leveled sink hole in park lawn, compacted fill with pickup, seeded filled area. 5 volunteers, 15 man hours.

10/11/21; Weeded NE entrance and treated island with Preen pre emergent weed control. 4 volunteers, 12 man hours

10/18/21; Cleared trails and macadam drive in park, cut back encroaching brush, removed down trees and branches. Cleared South fence line. Dump run to dispose of debris. 5 volunteers, 15 man hrs