



Lake Forest Board of Directors Annual Meeting
January 18, 2022
Minutes

Location: Lake Forest Elementary Library

Board members present; Kathleen Emmett, Gregg Langer, Beckie Weatherford, Alex Broman, Deanna Rocamora, Judi Denney

Board members absent: 0

Guests: 9

Time started: 7:00 pm

Annual Review

The president announced that Lake Forest will turn 50 this year and welcomed guests in attendance.

Discussion occurred between guests and board members regarding allocation of the LFHA annual dues and the status of the neighborhood roads during the snowfall this past winter. It was stated that the county is responsible for the roads within the neighborhood. The LFHA does not allocate resources to provide snow clearing or salt treatment within the neighborhood.

2022 Budget

The proposed 2022 budget was presented by Beckie Weatherford and Shantel Jones. Addendum A

Shantel announced that the proposed budget should be amended to reflect a decrease in income of 10% from the annual dues. This 10% represents an average of LFHA dues not received from residents.

Discussion occurred regarding the use of small claims court to collect delinquent fines and fees. Previous LFHA boards have utilized this option in the past. This action would require the addition of a budget item to account for the processing fees. No decision was made.

A guest inquired about the budget item labeled "Theft and Vandalism". Jeff Heard, maintenance chair, explained these funds are used for items damaged because of theft and vandalism within LFHA including Hearing Park.

As there were not enough residents present to vote on the 2022 proposed budget, the budget for 2022 will be an operational budget.

A motion was made, seconded and carried to approve the use of the operational budget for 2022.

Election of New Board Members

The open positions for 2022 are Vice President, Treasurer and Member-at-Large. These are 3-year positions.

Nan White and Kim Busembark were nominated for Vice President and Treasurer.

A motion was made, seconded, and carried to elect Nan White as Vice President and Kim Busembark as Treasurer. The Member-at-Large position remains open. Duties of each position will be further discussed at the monthly meeting in February.

The 2022 LFHA officers are as follows:

President	Kathleen Emmett
Vice President	Nan White
Treasurer	Kim Busembark
Secretary	Deanna Rocamora
Member-at-Large/ CCR's	Alex Bromen

2021 CC&R Report- Alex Bromen

The 2021 annual CC&R report was presented with no additional questions. Report is included as Addendum B.

A motion was made, seconded, and carried to adjourn the meeting.

Meeting Adjourned at 8:10pm

Projected 2021 Budget	2021 Budget	Budget Bal Left	2021 Budget	2022 Proposed Budget	Comments
\$82.27 Dues with Credits Applied	69,551.33	6,675.38	69,551.33	\$71,637.87	added 3% assessment increase
\$20.00 Reserve with Credits	16,920.00	2,395.40	16,920.00	\$16,920.00	remains the same
2020 \$12870.81		-12,870.81	0.00		
	86,471.33	-16,670.84	86,471.33	\$88,557.87	
Expense					
Taxes	150.00	-233.00	150.00	\$400.00	increased due to increased spend in 2021
Insurance (April)	6,010.00	-1,267.00	6,010.00	\$7,277.00	increased due to increased spend in 2021
Licenses & Fees (May)	10.00	0.00	10.00	\$10.00	
Maintenance				\$7,687.00	
Assessment (\$40 & \$20 \$17,000	17,000.00	255.40	17,000.00	\$17,000.00	
Fence/Signage Repairs-Maint. (\$1,854.83) for 12 months)	400.00	400.00	400.00	\$1,000.00	increased to repair sign at walthew entrance
Cash/Garbage	600.00	-1,100.18	600.00	\$2,500.00	increased for volunteer work groups
Maintenance/Waterfront	1,500.00	639.18	1,500.00	\$1,500.00	
Lightbulb Maintenance	0.00	0.00	-	\$0.00	
Other Landscaping/Trees	11,500.00	-3,031.20	11,500.00	\$10,000.00	
Retention Ponds	0.00	0.00	-	\$0.00	
Theft & Vandalism	50.00	50.00	50.00	\$50.00	
Total Maintenance	53,307.96	530.82	36,307.96	\$54,307.96	
Office Expenses					
PO Box Rental (Due in February)	275.00	-75.00	275.00	\$325.00	increased due to increased spend in 2021
Postage	1,600.00	1,301.85	1,600.00	\$1,600.00	
Reserve) Sched for 15th Each	56.04	-49.96	56.04	\$0.00	
Supplies	1,000.00	640.35	1,000.00	\$700.00	decreases every year
Telephone (at \$50.00 per month)	360.00	69.89	360.00	\$360.00	
Website/Email	260.00	-2.52	260.00	\$300.00	
Total Office Expenses	3,551.04	1,884.61	3,551.04	\$3,285.00	
Community Events	300.00	189.69	300.00	\$300.00	
Professional Fees				\$300.00	
Legal Fees	500.00	500.00	500.00	\$1,500.00	increased due to potential legal issues
Accounting Fees/Reserve Study (month)	5,000.00	1,650.00	5,000.00	\$5,000.00	
Total Professional Fees	4,322.04	1,110.67	4,322.04	\$4,322.04	
Total Professional Fees	9,822.04	3,260.67	9,822.04	\$10,822.04	
Property Taxes	0.00	0.00	-	\$0.00	
Electricity (at \$850.00 per month at 15 Services)	10,200.00	2,253.31	10,200.00	\$10,700.00	increased as rates are increasing
Water - Irrigation	600.00	211.48	600.00	\$700.00	increased due to potential rate increase
Total Utilities	500.00	118.35	500.00	\$750.00	increased due to adding irrigation to north entrance
Total Utilities	11,300.00	2,583.14	10,800.00	\$12,150.00	
Total Expense	84,451.04	6,948.93	84,451.04	\$88,552.00	
				\$5.87	

CCR Annual Report for 2021

1. A total of 106 courtesy letters were sent to homeowners for CCR violations in 2021. Of these only 13 were second courtesy letters for repeat or uncorrected violations. Four lots received fine letters.
2. Breakdown by violation types:
 - a) Courtesy Letters #1:
 - i. Garbage/recycle cans in view – 38 (down from 45 in 2020)
 - ii. Trailer/boat/RV storage – 15 (up from 12 in 2020)
 - iii. Greenbelt violations – 2
 - iv. Greenbelt encroachment - 5
 - v. Property appearance (includes lawn/weeds) – 18 (down from 39 in 2020)
 - vi. Parking vehicles on lawns – 14 (up from 3 in 2020)
 - vii. Commercial use of property – 1
 - viii. Nuisance/business/poultry - 1
 - b) Courtesy Letters #2:
 - i. Garbage/recycle cans in view – 6
 - ii. Trailer/boat/RV storage – 3
 - iii. Greenbelt violations – 1
 - iv. Business/Nuisance/Poultry - 1
 - v. Property appearance – 3
 - vi. Parking vehicles on lawn - 2
 - c) Fine Letters #3 [3 lots received fines for multiple violation types]:
 - i. Garbage/recycle cans in view – 4
 - ii. RV/trailers – 2
 - iii. Parking on lawn – 1
 - iv. Business/Nuisance/poultry – 1
 - v. Greenbelt violation - 1
3. Homeowner corrections in 2021: Eleven violations from 2021 are carried over to 2022. Two lots are in fine status. Five lots involve greenbelt encroachments. All other violations in 2021 were corrected by homeowners.
4. Report Notes:
 - a) Three to four CCR drive around inspections were performed every month.
 - b) Some violations were corrected by personal communication between the CCR Chair and homeowners or email to the Board without the necessity to send a courtesy letter.
 - c) A number of first time violations were the result of new owners who were not aware of the CCRs. The CCR Chair made note of this when sending courtesy letters and edited the letters to welcome the new owners to LFHA and ensure they knew about obtaining their codes for Hearing Park entrance.

Addendum B

- d) Letters were sent for greenbelt encroachments to five homeowners on June 11, 2021. Compliance dates for resolution were not specified.
 - e) LFHA Board has phone consultation with attorney scheduled in February 2022 to review greenbelt incursions and lot 1055 non-compliance with CCRs.
5. CCR annual report on January 18, 2022 by Alex Broman. Copies of Courtesy Letters sent to homeowners are on file on LFHA BOD Google drive.