



Lake Forest

HOME ASSOCIATION

LFHA Board of Directors Meeting 10-15-24 Minutes

Location: Lacey Fire Station 34, 8447 Steilacoom Rd SE, Olympia, WA

Board members present; David CdeBaca, Constance Kimmons, Beckie Weatherford

Member-at-Large; Shannon Hildreth

Board members/Member-at-Large absent; Deanna Rocamora

Guests:

Time started: 6:30pm

Open Forum

Jeff Heard discussed the Long Lake Management committee and that the property taxes will increase by \$40.

Minutes

September minutes were not available, the Secretary was absent and did not have them prepared.

Treasurer Report (Addendum A and B)

The treasurer report and book budget were presented and reviewed. The 2025 is being worked on over the next month.

The board voted at the executive board meeting to increase the 2025 annual assessments by 3%. The vote passed unanimously. The annual assessments for 2025 will be \$225.17

Bookkeeper Position: LFHA is looking for a new bookkeeper. The position will be posted on the LFHA website.

CC&R's (Addendum C)

There were 29 CC&R violations, mostly moss on roofs.

Contract Maintenance

Nothing to report.

Volunteer Maintenance (Addendum D)

The report was presented and reviewed.

ARC (Addendum C)

The report was presented and reviewed.



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Old Business

2022 and 2023 Audit Reports: The audit committee gave the previous treasurer a deadline of October 28th to submit her reports.

New Business

Connie has volunteered to be on the LLMD committee.

Adjournment

A motion was made and seconded to adjourn the meeting.

Discussion: None

A call to vote was made and passed unanimously.



October 2024 Treasurer's Report

October 15, 2024

ACCOUNTS RECEIVABLE

- VF Accounts accounts for collections - VF is currently working on foreclosure proceedings for the 2 accounts we currently have with them. One account is working to refinance home (Owner is terminally ill and in hospital) and the other VF is waiting for the litigation guarantee from title
- 4 accounts have had liens placed for delinquent accounts.
- 2 accounts on payment plans
- Account Balances as of October 16, 2024
 - checking account \$63,353.81
 - reserve account \$44,455.27
 - 4 month CD \$60,201.62
 - **Total** **\$168,020.70**

ACCOUNTS PAYABLE - October 15, 2024

Date	Amount	To Whom	Description
9/16/2024	\$6.58	Dollar Tree	balloons for neighborhood potluck
9/16/2024	\$10.80	WINCO	items for neighborhood potluck
9/17/2024	\$37.12	Consumer Cellular	Monthly Cell phone bill
9/17/2024	\$131.82	Jeff Heard	volunteer maintenance
9/17/2024	\$401.59	Robblee Security	repair broken park lock
9/17/2024	\$141.25	Deanna Rocomora	office supplies & park maintenance
9/23/2024	\$39.32	City of Lacey	NE entrance water
9/23/2024	\$77.87	City of Lacey	SE Entrance water
9/24/2024	\$714.89	PSE	Streetlights
9/24/2024	\$11.52	PSE	NE entrance
9/24/2024	\$12.30	PSE	SE entrance
9/24/2024	\$60.75	Lemay Waste	waste pick up park
9/25/2024	\$48.86	PSE	Streetlights
9/26/2024	\$15,000.00	CD	transfer to 4 month CD
10/7/2024	\$59.57	Goebel Septic	September monthly port-a-pot cleaning
10/7/2024	\$59.57	Goebel Septic	October monthly port-a-pot cleaning
10/7/2024	\$7.90	Google	Drive Storage
VOID	VOID	VOID	VOID
10/8/2024	\$2,266.00	RMR Lawnservice	monthly service

							TOTAL						
Projected 2024 Budget		2024 Budget	May 24 Actual	Jun 24 Actual	Jul 24 Actual	Aug 24 Actual	Sep 24 Actual	Budget Bal Left	2024 Budget				
Ordinary Income/Expense													
Income													
2024 Association Dues (\$179.78 & \$89.89 Dues)		76,046.94	-2,836.39	-3,226.95	-2,013.65	-2,901.43	0.00	-8,201.49	76,046.94				
2024 Special Assessment(\$40.00 & \$20.00 Reserve with Credits Applied \$0.00)		16,920.00	-480.00	-560.00	-240.00	-478.46	0.00	-458.46	16,920.00				
Credits Prepaid for 2024 in 2023		-1,359.86	0.00	0.00	0.00	0.00	0.00	-1,359.86	-1,359.86				
Total Income		92,966.94	-3,316.39	-3,786.95	-2,253.65	-3,379.89	0.00	-8,659.95	92,966.94				
Expense													
2 Tax Preparation Fee/IRS/Property Taxes		250.00	0.00	0.00	0.00	0.00	0.00	105.54	250.00				
3 Insurance (April)		8,000.00	-6,738.00	0.00	-135.07	0.00	0.00	1,126.93	8,000.00				
4 Licenses & Fees (May)		20.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00				
Maintenance													
Reserve Fund Contribution Special Assessment (\$40 & \$20 \$0 with Credits Applied)		16,920.00	-840.00	-480.00	-480.00	0.00	-520.00	-380.00	16,920.00				
5 Fence/Signage Repairs-Maint.		2,000.00	0.00	0.00	0.00	-394.19	0.00	1,605.81	2,000.00				
6 Common Area Maint/Mowing (at \$2,200) for 12 months)		27,600.00	-2,266.00	-4,532.00	-2,266.00	-2,266.00	0.00	7,338.00	27,600.00				
7 Volunteer Projects/Petty Cash/Garbage		1,000.00	0.00	-22.08	-213.50	-60.75	-192.57	178.46	1,000.00				
8 Hearing Park Maintenance/Waterfront		500.00	0.00	0.00	-113.84	-371.21	-453.96	-478.28	500.00				
10 Other Landscaping/Trees		9,000.00	-3,942.00	-416.75	0.00	0.00	0.00	4,213.78	9,000.00				
12 Theft & Vandalism		50.00	0.00	0.00	0.00	0.00	0.00	50.00	50.00				
* Total Maintenance		57,070.00	-7,048.00	-5,450.83	-3,073.34	-3,092.15	-1,166.53	12,527.77	40,150.00				
Office Expenses													
15 PO Box Rental (Due in February)		400.00	0.00	0.00	0.00	0.00	0.00	400.00	400.00				
16 Postage		600.00	-155.15	0.00	0.00	-73.48	0.00	-284.27	600.00				
17 Quickbooks Annual Fee		350.00	0.00	0.00	0.00	0.00	0.00	-1.04	350.00				
18 Supplies		850.00	-122.64	-143.09	0.00	-74.15	-141.25	82.59	850.00				
19 Telephone (at \$40.00 per month)		480.00	-37.06	-37.06	-37.06	-37.12	-37.12	146.34	480.00				
20 Website/Email		250.00	-349.82	-7.90	-7.90	-7.90	-7.90	-185.55	250.00				
* Total Office Expenses		2,930.00	-664.67	-188.05	-44.96	-192.65	-186.27	158.07	2,930.00				
21 Community Events		900.00	-150.00	0.00	0.00	0.00	-175.66	474.34	900.00				
Professional Fees													
22 Legal Fees		2,000.00	0.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00				
23 Accounting Fees/Reserve Study		4,500.00	-930.00	0.00	0.00	0.00	0.00	3,570.00	4,500.00				
24 Bookkeeping (at \$360.17 per month) +\$350 Year End/Taxes		4,672.04	0.00	0.00	0.00	0.00	0.00	2,754.96	4,672.04				
* Total Professional Fees		11,172.04	-930.00	0.00	0.00	0.00	0.00	8,324.96	11,172.04				
Utilities													
26 Electricity (at \$666.67 per month)		8,000.00	-800.61	-783.85	-782.30	-757.89	-787.57	727.85	8,000.00				
27 Port-a-potty (at \$62.00 per Service at 12 Services)		744.00	-119.14	-59.57	-59.57	-59.57	-119.13	148.64	744.00				
28 Water - Irrigation (\$60 per Month & Backflow 2@ \$110)		940.00	-54.72	-234.72	-63.80	-118.60	-117.19	134.81	940.00				
* Total Utilities		9,684.00	-974.47	-1,078.14	-905.67	-936.06	-1,023.89	1,011.30	8,744.00				
Total Expense		90,026.04	-16,505.14	-6,717.02	-4,159.04	-4,220.86	-2,552.35	23,728.91	90,026.04				
Net Ordinary Income		2,940.90							2,940.90				
Other Income													
Interest Income (at \$50.00 per month aprox)		600.00	20.70	17.82	19.87	21.24	0.00	434.56	600.00				
Total Other Income		600.00	20.70	17.82	19.87	21.24	0.00	434.56	600.00				
Net Other Income		600.00	20.70	17.82	19.87	21.24	0.00	434.56	600.00				
Total Net Income		3,540.90							3,540.90				
1st Qtr Totals								1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
2024 Assessments			\$2,046.83	\$1,618.02	\$545.91	\$1,610.42		\$64,099.33	6,506.94	2156.33	0.00		
Previous Assessments			\$144.83	\$869.32	\$460.41	\$611.77		\$2,271.26	1,923.85	1072.18	0.00		
Finance Charges/CC&R Fines/Transfer			\$239.80	\$395.15	\$887.33	\$354.39		\$742.25	777.02	1241.72	0.00		
Late Charges			\$275.00	\$340.00	\$120.00	\$324.54		\$935.00	1,115.00	444.54	0.00		
Reserve Payments			\$480.00	\$560.00	\$240.00	\$478.46		\$14,780.00	1,880.00	718.46	0.00		
Credits			\$129.93	\$4.46		\$0.31		\$737.18	140.24	0.31	0.00		
Total Paid			3,316.39	3,786.95	2,253.65	3,379.89		\$83,565.02	12,343.05	5,633.54	0.00		
								101,541.61					

October 2024 HOA Meeting

CCR Violations

Total of 29 violations

Lot 1024 – Roof	Lot 1066 – Roof	Lot 1100 – Roof
Lot 1075 – Roof	Lot 1039 – Roof	Lot 1040 – Roof
Lot 1058 – Roof	Lot 1057 – Roof	Lot 1053 – Roof
Lot 1052 – Roof	Lot 1136 – Roof	Lot 1120 – Roof/gutters
Lot 1121 – Yard	Lot 1110 – Roof	Lot 1105 – Roof

Division One – 15 violations

Lot 2066 – Lawn/container	Lot 2038 – Roof	Lot 2042 – Lawn
Lot 2058 – Roof/Lawn		

Division Two – 4 violations

Lot 3152 – Roof	Lot 3028 – Roof	Lot 3080 – Roof
Lot 3028 – Roof/Yard	Lot 3027 – Roof/trailer	Lot 3196 – Roof
Lot 3175 – Roof	Lot 3128 – Roof	Lot 3137 – Roof
Lot 3060 – Shed – no ARC		

Division Three – 10 violations

Architectural Review Committee Report

Lot 2004 – Fence – Approved

Lot 3056 - Garage – Approved

Contract Lawn Maintenance

Ongoing as per contract

Addendum D

October 2024 LFHA Maintenance Report

Park maintenance orientation with Brad Krupp & Reggie Rocamora. Presented Brad with keys and combination to park gate and shed. Ran N Fence line, cut back some of the blackberry at canoe launch. Demonstrated weed wrench, pulled scotch broom, blackberry & tansy. General brush & down branches removed. Association weed wrench now stored in park shed

Researched methods of controlling Western Thatching Ants colonizing near pavilion. Internet suggestions: treating w/vinegar & diatomaceous earth. Tried vinegar with zero success, ordered diatomaceous (sp) earth from Amazon. Subsequent treatment with diatomaceous earth slowed progression but has not eradicated new colony. Suggest additional treatments. Partial bag of diatomaceous earth on shelves in shed

Four Monday work parties prepped forms, poured concrete steps, removed forms & cleaned up site. Used a bag of peat moss from the shed to moderate erosion from excavating forms. Four left over 60 Lb bags of cement now stored in shed in anticipated use installing new grills approved at Sept board mtg.

Turned off water meters & deactivated both irrigation systems.

Moss is beginning to accumulate on pavilion roof, requires treatment. Include shed & sanikan when treating with baking soda.

Heavy maple limb overhanging right of way at NE entrance to be included in tree removal bids.

Battery cover on exit keypad is missing exposing internals to moisture. Need model number or contact locksmith installing keypad to order replacement.

One of the welds on Iron gates at park entry has failed & needs repair. Problem is bottom hinge on right side.

Reimbursable expenses: 24 60 lb bags concrete, three bags of gravel: 141.85
Lowe's: four 10 ft steel reinforcing rods 35.05
Tuff Shed: Two keys to shed lock 16.43
Always Safe & lock: two keys to padlock on shed 8.78

total \$202.11