

Annual Meeting

Board members present: Sam Packer, Wes Cox, Al Brooks, Dave Wilson, Betsy Lauer, Susan Hufsmith, Ken Koneitzko, Nancy Thompson

1. The meeting was called to order via Zoom at 7:35pm.
1. President's Introductions: Sam Packer, President, welcomed homeowners to the online 2021 Annual Meeting and introduced members of the Board. Board members serve 3-year terms and officers are elected by the Board annually. From the 3 members whose terms expire in June 2021, Stephanie Bock is not returning, while Susan Hufsmith and Dave Wilson are willing to be considered for another term. One homeowner, Tracie Koneitzko, expressed interest in joining the Board in 2021.
1. Minutes: The November 2020 Annual Meeting Minutes were reviewed and approved with a final edit by Wes Cox. All HOA documents are accessible at: <http://www.lakeforestcommunity.org>. Governing documents are located under the LFCFA website Homeowners tab, and Board meeting minutes are accessible by date under the Archive tab.
2. Treasurers Report: Wes Cox reported that the HOA was operating within its projected 2021 budget. Some of our larger expenses, such as trees will continue throughout the rest of the year. Other expenses, such as our 2021 insurance cost, will be billed later in the year. Wes noted that reserve funds were used in 2020 to perform trails maintenance, and that the checking and CD accounts have maintained steady balances over the past 5 years. In response to a question about the zoom fee, the Board explained it cost \$150 annually for a business zoom account. Another question was made regarding the budget line item for legal fees. The Board explained this item was budgeted higher in anticipation of possible legal work needed to amend the covenants. Currently there are 7 delinquent dues payments outstanding. Overall, the HOA is in good financial standing.
3. Architectural Review Committee: Al Brooks, ARC chair, reported that all requests for exterior change must be submitted to the Architectural Review Committee. Every year most applications for review involve fencing, with some landscaping, painting, windows and hardscape requests. Many requests which involve no change to the front profile of a house are routinely approved. Over the years, fences and free-standing storage sheds have raised the most concern. At present, there are numerous lots out of compliance with our guidelines for fence height (currently 4 ½ feet). Fence height has been waived, in the past, for lots that back up to the Parkway and to the Huntsman Lane shopping center. The Board has also made exceptions for fences around swimming pools. Most recently, several homeowners have failed to request ARC approval for non-conforming structures. In these cases, the homeowner is notified of their non-compliance by the ARC. Restrictions on fence height, and the prohibition on free-standing storage sheds, are contained in our HOA Covenants. Unfortunately, issues of non-compliance, that are not remediated, can arise at the time of sale of a home.
4. Common Areas: Dave Wilson explained that English Ivy, planted by homeowners, is an invasive, destructive plant which has become a concern throughout Fairfax County over the years. When ivy overgrows a site and encircles trees, such as in the HOA common area, it can cause permanent damage ultimately destroying the tree. The Board has decided to clear a patch of ivy around trees in the common area. Recommended removal procedures involve cutting and removing vines, then spraying any regrowth. The test application will cost under \$600 and be administered by Premium Landscaping. Premium maintains the grounds in the HOA common

areas. Later this year the Board will evaluate the effectiveness of this removal procedure. In response to a question about why the Board was performing this test, Dave explained that the Board hopes to preserve the HOA's trees and reduce its tree removal costs. As in prior years, the HOA has had quite a few trees come down this year. Tree removal in the common areas is the single largest line-item expenses on the LFCA budget. English ivy spreads horizontally. It kills trees by weighing them down and cutting off sunlight. A homeowner commented that there is a large swath of ivy behind the Fisherman's Lane cul-de-sac. More information will be provided to homeowners in the next LFCA newsletter.

5. Fence Survey: Susan Hufsmith, Vice President, presented the results of the fence survey. The Board decided earlier this year to survey homeowner interest in changing the HOA fence height restriction from 4½ to 6 feet. The survey was undertaken because of increasing new homeowner interest in a higher fence height. The survey completed on May 18, 2021, by 170 respondents, showed (out of a total of 279 homeowners): 97 in favor of a revised 6-foot height and 73 in favor of maintaining 4½ feet. The HOA Covenants require a vote of 75% of the homeowners to amend the restrictions. Thus, such a change would require approval by 210/279 homeowners. On this survey, 109 homeowners failed to respond; and 113 more votes would be required to approve any proposed, future amendment to the fence height restriction. The Board will review these results and the comments submitted with the survey at its next Board meeting. At that time, any next steps, such as preparing an amendment for vote, will be considered. In response to a question regarding the cost of the survey, Wes Cox enumerated that it cost a total of \$483 for printing (\$176) and postage to mail and return the survey (\$307).
6. Community Picnic: Sam Packer stated that the Board is planning to hold its annual community picnic once again, now that COVID restrictions on gatherings have been lifted. The proposed date for the event is Sunday, September 19, 2021, and it will be held in the common area along Octavia Ln adjacent to the LFCA mailbox. The idea was unanimously approved by all meeting participants. Gerhard Trieber is requested to bring his famous potato salad!

New Business/Questions:

- Little Library: The Little Library near the LFCA mailbox on Octavia is overstuffed and possibly leaking. The Board will check the structure to see if repairs are needed.
- Disclosure Packets: A homeowner at 9105 Fisherman's Lane requested a disclosure packet. Susan will send a packet electronically. Typically, such requests are submitted to the LFCA website using the "Contact Us" link: <http://www.web4u2.website/lfca/contact.html>
- Parkway Projects: A question was asked regarding the status of the 20-year plan by Fairfax County's Department of Transportation for widening the Fairfax County Parkway. Sam explained that we understand that actual construction along on our portion of the parkway may be 20 years away. DOT has not even started work on the initial phase near Popes Head Road. Currently, no lane expansion is proposed in our part of the Parkway.
- Drainage Concerns: A resident expressed concern about drainage from the Parkway expansion. Al stated that prior widening of the Parkway from 2 to 4 lanes has caused more storm water to flow into our neighborhood. The overflow of water can lead to drainage problems for homes and properties, and to tree loss. A resident explained that on rainy days sheets of water can be seen running down towards Fisherman's Lane affecting trees along the HOA path along this route.

- ARC Clarifications: AI clarified that fences 6 feet in height were approved many years ago by the developer along the perimeter of the neighborhood beside the Parkway and the area backing up to the Huntsman Shopping Center. Variances in fence height around pools have also been granted over the years consistent with the HOA Covenants. In response to questions, AI noted that hedges or plantings around the perimeter of properties are typically permitted. Similarly, changes to paint or shutter colors are generally permissible. However, in order to comply with HOA Covenants, all requests for change must be first submitted to the ARC for approval. The ARC can be notified of requests for change by mail or electronically, using the LFCA website at: <http://www.web4u2.website/lfca/documents.html>.

Meeting adjourned at 8:35 pm.

2021 Lake Forest Community Association Annual Meeting Agenda

- **Welcome**
- **Approve 2020 Minutes**
- **Introduce Board Members**
- **Elections for 3 Board Members**
- **Treasurer Report - Wes Cox**
- **Architectural Report - Al Brooks**
- **Common property and paths report -
Dave Wilson**
- **Fence Survey Report - Susan Hufsmith
and Betsy Lauer**
- **September 19 Picnic Question**
- **Questions from the neighbors**
- **Close**

**Lake Forest Community Association
9010 Octavia Court
Springfield VA 22153**

7-Jun-21

	2021 Budget	2019	2020	2021 YTD
Administrative Costs				
Audit	\$ 1,000.00			
Postage	\$ 800.00	\$ 411.75	\$ 1,065.40	
Fees (License/Bank)	\$ 100.00	\$ 35.00	\$ 35.00	\$ 25.00
Legal Fees	\$ 3,000.00	\$ 200.00	\$ 340.00	
Insurance	\$ 1,900.00	\$ 1,796.00	\$ 1,754.00	
Office Supplies/Printing	\$ 460.00	\$ 641.77	\$ 642.49	\$ 590.98
Web Site	\$ 150.00			
Misc	\$ 300.00			
Administrative Subtotal	\$ 7,710.00	\$ 3,084.52	\$ 3,836.89	\$ 615.98
Service Expenses				
Ground Care Expenses				
Common Areas/Entrances	\$ 5,600.00	\$ 4,024.40	\$ 5,551.70	\$ 3,014.75
Trees	\$ 8,000.00	\$ 7,500.00	\$ 9,550.00	\$ 4,600.00
Ground Care Subtotal	\$ 13,600.00	\$ 11,524.40	\$ 15,101.70	\$ 7,614.75
Other Service Expenses				
Community Activities	\$ 400.00	\$ 335.21		
General Membership Meetings	\$ 100.00		\$ 153.85	
Activities Subtotal	\$ 500.00	\$ 335.21	\$ 153.85	\$ -
Total Recurring (Annual) Expenses	\$ 21,810.00	\$ 14,944.13	\$ 19,092.44	\$ 8,230.73

Nonrecurring Expenses/Reserves

	2021 Budget	2021 Reserve Activity			2021 YTD Balance	2020 EOY Balance
		Added Funds	Expended	Net for Year		
Reserves						
Trails Maintenance	\$ 7,300.00	\$ 7,300.00		\$ 7,300.00	\$ 26,504.00	\$ 19,204.00
Repaint Curb House Numbers	\$ 835.00	\$ 835.00		\$ 835.00	\$ 6,708.00	\$ 5,873.00
Milky Spore	\$ 800.00	\$ 800.00		\$ 800.00	\$ 6,120.00	\$ 5,320.00
Signs & Entrances	\$ 2,030.00	\$ 2,030.00		\$ 2,030.00	\$ 28,831.25	\$ 26,801.25
Undesignated	\$ 2,110.00			\$ -	\$ 31,862.69	\$ 18,646.12
Total Reserves Set Aside	\$ 13,075.00	\$ 10,965.00	\$ -	\$ 10,965.00	\$ 100,025.94	\$ 75,844.37

TOTAL 2020	Budget	Recurring	Reserves	Undesignated	Total
	\$ 34,885.00	\$ 14,944.13	\$ 10,965.00	\$ 8,488.36	\$ 34,397.49

INCOME:	2021 Budget	2019	2020	2021 YTD
Member Dues	\$ 34,875.00	\$ 34,375.00	\$ 34,250.00	\$ 32,500.00
Late Fees		\$ 7.50	\$ 15.00	\$ 27.50
Interest	\$ 10.00	\$ 14.99	\$ 23.67	\$ 9.80
TOTAL INCOME	\$ 34,885.00	\$ 34,397.49	\$ 34,288.67	\$ 32,537.30

07 Jun 21 Checking and CDs:	\$ 100,025.94
31 Dec 20 Checking and CDs:	\$ 75,844.37
31 Dec 19 Checking and CDs:	\$ 84,398.14
31 Dec 18 Checking and CDs:	\$ 64,944.78
31 Dec 17 Checking and CDs:	\$ 78,728.19
31 Dec 16 Checking and CDs:	\$ 79,461.58

FENCE SURVEY RESULTS

ALLOW 6 FT FENCE	97
KEEP 4.5 FT FENCE RESTRICTION	73
TOTAL RESPONSES	<u>170</u>

RESPONSES NEEDED TO ALLOW 6 FT FENCE - 75% OF ALL 279 HOMEOWNERS

OR 210 VOTES

HOMEOWNERS NOT VOTING 109

ADDITIONAL VOTES NEEDED FOR 6 FT FENCE 113

