

West Park Estates Homeowners Association

Annual Homeowners Meeting Minutes

Date: Tuesday, October 7, 2025

Location: Vacant lot by the mailboxes (National Night Out)

Meeting Called to Order: 6:45 PM

Presiding Officer: Kevin Funk, President

Attendance and Quorum

Thirteen (13) households were represented.

Per the Bylaws (Article III, Section 5), one-tenth (10%) of members must be represented in person or by proxy to establish quorum. With 76 homes in the association, eight (8) households constitute quorum.

Quorum was met.

Treasurer's Report

Treasurer Victoria Kogan presented the annual financial report, including a balance sheet, transaction summary, and printed expense report for fiscal year 2024–2025.

Lawn Care Expenses:

Payments to Denton Lawn Care increased significantly this fiscal year:

- FY 2021–2022: \$1,732.00
- FY 2022–2023: \$1,824.08
- FY 2023–2024: \$1,753.66
- FY 2024–2025: **\$2,446.51**

The increase will be investigated. The HOA requested an itemized report and proposed budget from Denton Lawn Care for FY 2025–2026, and may obtain bids from other lawn care companies.

Budget:

The proposed FY 2025–2026 budget was reviewed and **approved unanimously**.

Bulk Trash Pickup:

The community agreed **not** to schedule dumpsters for 2026, with the plan to resume in 2027 (every other year).

Delinquent Accounts:

A few properties remain overdue by \$600 or more, representing more than eight (8) years of unpaid dues. The HOA intends to utilize all remedies available under its governing documents, including collection efforts, interest charges, liens, and possible legal action.

Property Transfers:

Two homes were noted as sold during the past fiscal year:

- **904 Petaluma Dr** – Sold **December 2024**
- **903 Lodosa Dr** – Sold **January 2025**

Resale certificates have also been prepared for **811 Dogwood Trail** and **201 Covala Drive**, though those sales have not yet been finalized or recorded.

New Business

Short-Term Rentals (Airbnb/VRBO):

The issue of short-term rentals was discussed. Homeowners expressed unanimous opposition to the use of properties as Airbnb or VRBO-style short-term rentals. The HOA will seek legal counsel regarding amending the governing documents to expressly prohibit short-term rentals in the community. The Board will research and follow up with homeowners via written correspondence.

Vehicles, Boats, and Equipment:

Several properties were discussed for having large trailers, boats, or commercial equipment parked in driveways or along streets, contributing to a cluttered appearance.

The HOA referenced **Article 16 – Miscellaneous Vehicles and Equipment**, which provides:

“No automobile, truck, camper, motor home, mobile home, boat or other vehicle, trailer, machinery or equipment of any kind shall ever be parked on any lot or on any street right-of-way, easement or common area adjacent to any lot, except for temporary parking incident to contemporaneous use... nor shall any such object be left parked or stored on any lot or on any adjacent street right-of-way.”

The Board will draft a community letter notifying homeowners that enforcement of Article 16 will begin, allowing until **June 1, 2026** for compliance. After that date, fines or other penalties may be issued for ongoing violations.

Fines and Enforcement:

The HOA discussed adopting written rules and penalties to enforce compliance with the governing documents. The Board will draft a **Fines and Enforcement Policy** establishing a schedule of fines and procedures for notice and compliance opportunities.

Fence Maintenance:

Homeowners discussed numerous fences in visible disrepair. The HOA may send violation notices if a fence’s condition constitutes a visual nuisance or detracts from the community’s appearance.

Typically, the homeowner who owns the “ugly side” of the fence—the side with the posts and crossbeams—is responsible for its repair or replacement.

Remedies available to the HOA include written notice of violation and subsequent fines under the enforcement authority once a Fine Policy is adopted.

Election of Officers

Annual elections were held, and the following officers were elected:

- **President:** Kevin Funk
- **Vice President:** Kevin Kogan
- **Treasurer:** Victoria Kogan
- **Secretary:** Amy Funk

It was noted that all four Board positions are currently filled by two families. The Board welcomes and encourages additional homeowners to volunteer for leadership positions to ensure diverse community representation.

Adjournment

The meeting adjourned at **7:30 PM**.

Minutes prepared by: Victoria Kogan, Treasurer

Date prepared: October 8, 2025