

Lockwood Community Association – Annual HOA Meeting

May 13, 2025 (evening)

Via Zoom

Lockwood Chase web page: www.LockwoodChase.com

LCA board email: lca19355@gmail.com

LCA mailing address:

Lockwood Community Association

PO Box 83

Malvern, PA 19355

Key

LWC: Lockwood Chase

LCA: Lockwood Community Association

HOA: Homeowners Association

Agenda

1. Roll call / Attendance

- There were about 17 households present on the call, including the HOA board members

2. Approve minutes from June 4, 2024 annual LCA HOA meeting

- Approved

3. Election of LCA Board Members

- Current board members:
 - o **President:** Joe/Joey Keefer
 - o **Vice President:** Craig Kelican
 - o **Treasurer:** Nancy Hirschle
 - o **Secretary:** Harvey Bower
 - o **Operations:** Kyle McGrath
- Currently, no current board members are stepping down
- Does anyone wish to run for an LCCA board position?
- There were no new volunteers to run for any HOA board positions, at this time
- The current HOA board will remain in place for the 2025-2026 term

4. Recent home sales in Lockwood Chase

- No closed sales since April 2024
- No sales pending or active listings that we are aware of

5. LCA Budget Update

- **May 2024 – April 2025**
- Annual dues can remain at \$600 per year (no increase)
- Currently building reserve funds for the future, most likely unavoidable, Cottonwood medians trees replacement project (no set date for this project yet)
 - o A landscape architect may need to be hired, down the road, to assist with this project, when the time comes.
- With the aging of the trees in the open common space areas, ongoing tree work / maintenance continues to be an annual expense
- Upcoming additional expenses (outside the normal costs) for the 2025-2026 fiscal year include, but are not limited to:
 - o Pond drain concrete crack / leak repair
 - o Pond fence repair/replacement in damaged areas
 - o Lockwood Chase entrance sign repair and re-painting

6. LWC Volunteers

- **Sunshine Fund / Welcome Coordinators:** *Elaine Scott & Linette Prusinowski*
- **Lockwood Clean Up Day:** *Elaine Scott*
- **Lockwood Facebook Admin:** *Barb Peterson*
- **LockwoodChase.com Admin:** *Barb Peterson*
- **Keeper of the Volleyball Net:** *Kyle McGrath*
- **Keeper of the Lockwood tents (two):** *Jen Wyher and Catherine Horan*
- **Luminaries Coordinator:** *Sandy Fonash*
- **Graduation Banner:** *Kathy Azar*
- **Pond Committee:** *Jeff Berkes & Harvey Bower*
 - o *Additional committee members are welcome*
- **Social Committee:** *Abby Dellinger & Colleen Fisher*
 - o *Additional committee members are welcome*

Thank you to all current and past LWC volunteers!!!

7. LWC Resident Contact List & Preferred Contractor List

- Please email any changes/updates to lca19355@gmail.com

- To be added to the LWC resident contact list and email distribution list please complete form at the below link:
 - o www.LockwoodChase.com/resources/

8. Social Events Committee Update

- Past LWC social events
 - o **Women's self-defense night** (Dragon Gym)
 - o **Kids egg hunt** (Kelican): *March or April*
 - o **Summer Fridays**: *June-Sept*
 - o **Summer block party**: *2025 date TBD*
 - o **Eagles Tailgate Party** (various hosts): *fall Sunday*
 - o **Halloween Parade & Party** (Stinger): *Oct 31*
 - o **Thanksgiving Day Turkey Trot**: *Thanksgiving day*
 - o **Holiday Cookie Exchange** (various hosts): *December*
 - o **Other event ideas / suggestions ?**

- [It was mentioned that any neighbor that wishes to propose an event idea or host an event may do so and is welcome to contact the Social Committee to discuss](#)

9. Landscaping Update

- Common areas/spaces maintenance
 - o LWC entrance area, fields, pond basin, cul de sacs & medians
 - o **Gordon Eadie Landscape & Design**
 - Grass mowing all common areas/spaces, entrance area, cul de sacs & medians
 - Entrance area, cul de sacs & medians
 - Weeding
 - Mulching
 - General lawn care treatments (fertilizer, weed/grub control, etc)
 - Fall leaf clean up
 - Tall grass sections by pond & in fields for geese management
 - Mowed 1-2 times per year (as needed)
 - Continuing with this method

- [There are not any significant changes planned for the above general landscaping items](#)

- Grass seeding areas
 - o Bass Cove & upper Trout Run cul de sacs
 - Keeping an eye on these areas to seed as needed for regrowth since recent tree work

- Lockwood Chase entrance
 - o Planning to have LWC entrance sanded, patched and re-painted this spring/summer
- It was discussed and agreed that the new sign paint would revert to the previous color scheme of a dark green sign with gold lettering.
- It was mentioned that we need to be aware of wood rotting on the entrance sign and take measures to remediate and prevent in the future.

10. Tree work

- **Fall / winter 2024 completed work:**
 - o Cottonwood Dr medians Zelkova trees:
 - Deadwood removed
 - o Cottonwood Dr entrance & Marlin Dr common area trees:
 - Deadwood removed
 - Branches elevated and cut back from protruding to the street
 - o Bass Cove cul de sac / circle
 - Four remaining gum trees & stumps removed
 - One centered sunset maple planted
 - o Upper Dolphin Dr hill by pond trees:
 - A few large hanging branches cut back from protruding to resident property
 - Large tree on hill elevated and deadwood & vines removed
 - o Pond willow tree
 - Trimmed and deadwood removed
- **Spring 2025 completed work:**
 - o Cottonwood Dr medians Zelkova trees
 - Removed additional deadwood now visible as leaves had started budding/sprouting
 - o Cottonwood Dr birch trees by entrance
 - One dead tree and a few dead trunks removed
 - Deadwood removed from the remaining trees here
 - o Marlin Dr common area trees
 - A few trees elevated and cut back from protruding to resident property and deadwood removed
 - One small dead tree removed
 - o Upper Dolphin Dr hill by pond trees
 - Branches elevated over trail (access point to pond) and deadwood removed
 - o Lower Dolphin Dr fields (former septic pond area)
 - All pine trees elevated and trimmed; removal of lower dead wood, vines and invasive trees growing in
 - Two fallen trees in fields cut up and moved into woods

- Upper Trout Run cul de sac / circle
 - Four remaining gum trees & stumps removed
 - **One centered sunset maple to be planted soon**
- As the trees in the open common space areas continue to age, additional tree work via tree contractors will most likely be needed year by year.
- **Cottonwood Dr medians Zelkova trees (30 or so)**
 - As noted above, these trees have recently seen more wood dying off requiring additional maintenance
 - Trimmed / deadwood removed in 2023, 2024 and 2025
 - Potential plan to remove and replace these trees
 - **No plan currently in place**
 - **May need to hire an architectural landscaper to re-design the medians (tree types, number of trees, etc)**
 - **If interested in joining the committee to research and evaluate this project, please email lca19355@gmail.com**
 - ***One volunteer so far outside of the LCA Board***
 - Estimated timeframe: TBD
 - This could be a multi-year project to complete
- A few neighbors (2-3) did volunteer to join the committee to discuss this project
- It was mentioned by a neighbor that an arborist recently looked at the trees and diagnosed they do not need to be replaced at this time
 - It was mentioned by an HOA board member that another arborist had inspected the trees and diagnosed they will need to be replaced eventually
- Before the project begins, a landscape architect may need to be consulted/hired to assist with the new design, types of trees, etc (the goal would be to keep the new look as similar as possible to the status quo, within reasonable and affordable cost)
 - It is possible the number of new trees may be less than the status quo (which is 30 or so trees), however, this will depend on the cost and budget for the project, at the time.
 - Re-installing the same number of trees as the status quo could be problematic, due to the limited space the grass medians on Cottonwood provide to do so.
 - Removing and re-planting new trees may cost about \$3,500 to \$4,000 per tree
 - It may be more cost effective to plant less but larger trees (and may be just as aesthetically pleasing as the status quo).
 - Regardless, it is critical to ensure proper installation of new trees, when the time comes, to ensure their longevity (ie, the current trees were not installed properly and may be getting towards end of their lifespan due to the roots being choked by the girdles not being removed when the trees were initially planted).

- There is no action scheduled for this future project, at this time. The HOA board will continue to monitor the situation and possibly schedule a future neighborhood meeting to discuss this topic alone.

11. Pond update

- Pond drain cracked concrete repair
 - o Currently looking into options / costs
- Pond fencing
 - o Plan to remove inner fence
 - o Retaining outer fence & plan to repair / replace fencing stakes as needed
- Plan to plant fescue grass on the shoreline to secure & mitigate erosion

- Sections of the pond fence do need to be repaired or replaced
- The inner pond fence will eventually be removed, leaving the outer fence along the pond bank perimeter
- Fescue grass seed should be planted along the pond banks shoreline to combat soil erosion
- The aquatic plants along the pond shoreline have grown in nicely
 - o It may be optimal to divide and replant some of the more mature aquatic plants

- **Pond safety reminders**
 - o The pond can measure around 6 feet deep in certain areas when full
 - o Stay outside of the pond fence and away from the water level
 - o Stay off the ice when the pond is frozen
 - Ice skating, ice hockey, etc are not permitted by LCA
 - o Wildlife present
 - Geese, various fish, box turtles, **snapping turtles**, various birds, fox, deer and more
 - Nesting geese should not be disturbed (aggressive)

12. New business

- Neighbors are welcome to present any additional topics they wish to discuss

- No additional new business was proposed.

- Aqua - low water pressure update
 - o Aqua is not willing to rectify for the neighborhood
 - Too large & costly of a project
 - o Each home can install their own “booster pump system” if desired

- The issue of low water pressure in the neighborhood was discussed further
 - o This was investigated by the regional manager of Aqua who explained that adjusting the pressure in their neighborhood would require adjusting the entire southeast region of PA.
 - o The Aqua rep mentioned that the only solution would be a pressure boosting system installed by a local plumber.

- Discussion of ongoing PECO project in LWC

13. Reminders / housekeeping items / misc.

- **Architectural Review Request form**
 - o All architectural changes (e.g., fences, pools, additions, sheds, etc.) must be submitted to the LCA board for approval three weeks minimum prior to project start date
 - o Available at www.LockwoodChase.com/resources/
 - o Please email the completed form (w/ design, if applicable) to lca19355@gmail.com

- **Resale certificates for home sales**
 - o To request, please email lca19355@gmail.com
 - o Best practice is to request before or as soon as your house is listed for sale
 - o The initial request should be sent by the current homeowners, rather than the real estate agent, title company, etc
 - o **\$150 check** made payable to *Lockwood Community Association* must be delivered to Nancy H (LCA Treasurer) before the resale cert is issued

- **Please obey the posted speed limit (25 mph) in LWC and stop at all stop signs**
 - o Especially when children are at play, pedestrians are nearby, etc

- **Lockwood Chase common space access points**
 - o Available at www.LockwoodChase.com/resources/
 - o Please do not cut through another neighbor's yard, driveway etc to access the common space, unless you have received their permission to do so

- **Storm drains grates & street signs/stop signs repairs/replacements**
 - o Please contact your township (EG or EW) Public Works dept for any repairs needed
 - o Or notify the LCA board and we can make the request to the appropriate township

- **Please clean up after dogs on walks**
 - o Cul de sacs, medians, neighbors' yards, any common space, etc
 - o Please don't forget to pick up left behind bags

- **Please have tree branches / hedges on your property that are hanging over the streets or into/over your neighbor's yard trimmed back**

- **If walking, jogging, biking, etc after dark...**
 - Recommended to have lights on you or carry a flashlight so that approaching cars can see you

- **Fireworks are not permitted in Lockwood Chase**
 - Also not permitted in the East Whiteland or East Goshen Townships without a permit

Wrap up and adjourn meeting