

**Lake Forest Glen Homeowners Association**  
Regular Meeting of the Board of Directors  
**November 10, 2018 at 8:30 a.m.**  
To be held at the Association Office  
Tahoe City, California 96145

**AGENDA**

**CONVENE/CALL TO ORDER**

1. Approval of October 13, 2018 Regular Meeting Minutes (*Attachment A, page 3-4*)
2. **HOMEOWNER HEARINGS/CORRESPONDENCE –**
  1. Unit 171, letter regarding dues increase. (*Attachment B, page 6*)
3. **MANAGER’S REPORT**
  - A. **Action items 10-13-18 meeting**
    1. There were no action items from the board meeting held prior to the annual meeting.
  - B. **Old Business –**
    1. Annual salary discussion.
    2. Further discuss the CC&R’s regarding rental restrictions, and Fong’s comments regarding this subject. (*Attachment C, page 8-13*)
  - C. **New Business –**
    1. Discuss/wrap up action items from the annual meeting. (*Attachment D, page 15*)
    2. Board Committee Chairperson for 2019. Review the process and agree on the selection timing.
    3. Energy efficiency in individual units.
    4. New signage at the “quiet pool”.
    5. Member communications.
4. **COMMITTEE REPORTS –**
  1. Architectural Committee Minutes from meeting held on October 12, 2018 at 4:00 p.m. regarding unit 225’s fence request. (*Attachment E, page 17*)
  2. Jim will give an update on the landscape projects.
5. **INFRACTION REPORT – None.**
6. **LEGAL – None.**
7. **ACCOUNTING**
  1. Monthly Financial Report as of September 30, 2018. (*Attachment F, page 19-25*)
8. **WEBSITE –** Discuss adding a member’s only page.
9. **BOARD MEMBER’S COMMENTS/REQUESTS/NON-AGENDA ITEMS –**
10. **EXECUTIVE SESSION –** Delinquent accounts report.

The next meeting is scheduled for **January 12, 2018**

*\*\*\*All board members are to read and be aware of all agenda items, including the Manager’s Report. If there are any questions call staff prior to the board meeting. Unresolved packet issues can be brought to the Board for final resolution. For any questions about this memorandum please contact Mark Pierpoint.*

# *ATTACHMENT "A"*

**Lake Forest Glen Homeowners Association**  
Regular Meeting of the Board of Directors  
**October 13, 2018 at 8:00 a.m.**  
Held at the Association Office  
Tahoe City, California 96145

**MINUTES**

**CALL TO ORDER BY** – President Mark Pierpoint at 8:05 a.m.

Vice-President Steve Vanni, Treasurer Jason Kary, Directors Jim Cochrane, Gary Leach, Kathy Livermore, Alan Nelson and Doug O’Neal were present.

Staff Present – Alan Miescke, General Manager, and Jessica Narlock, Administrative Assistant.

**1. Approval of September 22, 2018 Regular Meeting Minutes** – Jim made a motion to approve the September 22, 2018 minutes, Kathy seconded the motion, all in favor.

**2. HOMEOWNER HEARINGS/CORRESPONDENCE** –

1. Unit 123, letter regarding feedback for the annual meeting. **Mark stated that the comments in the letter coincide with a majority of responses on the homeowner survey. Garbage was the number one comment on the survey, the look of the dumpsters, illegal dumping, etc.**

**3. MANAGER’S REPORT**

**A. Action items 09-22-18 meeting**

1. Jessica & Tom finish website. **Done.**

**B. Old Business** –

1. Finish Annual Meeting Preparation, discussion and questions. **The Board discussed a variety of topics; nomination committee & ballots, CC&R rental restrictions, short-term rentals, garbage issues, homeowner survey results, website, financial forecast & budget, change in accounting firms, landscape projects, action items from 2017.**

**C. New Business** –

1. Set 2019 Board Meeting dates. **The Board set one more meeting for 2018 on 11/10/18. The meeting dates for 2019 are, 01/12, 02/09, 03/23, 04/13, 05/18, 06/22, 07/20, 09/21, 10/12, 11/16.**

**4. COMMITTEE REPORTS** – Doug O’Neil briefly discussed his meeting with the architectural committee regarding the fence request submitted in September’s agenda by unit 225. He said the committee has decided to take a more in depth look at the current fences in Lake Forest Glen and consider updating the existing privacy fences before they vote on the addition of the new fence designed submitted.

**5. INFRACTION REPORT** – None.

**6. LEGAL** – None.

**7. ACCOUNTING**

1. Monthly Financial Report as of September 30, 2018 has not been received yet. **Will be included in the November 10, 2018 board meeting agenda.**

**8. WEBSITE** – Fingers crossed the push to live works!!!! **IT WORKED!!!! Please visit [lfghoa.com](http://lfghoa.com).**

**9. BOARD MEMBER’S COMMENTS/REQUESTS/NON-AGENDA ITEMS** –

**10. EXECUTIVE SESSION** – None.

Mark made a motion to adjourn the meeting, Gary seconded the motion, all in favor. The meeting was adjourned at 9:10 a.m.

The next meeting is scheduled for **November 10, 2018**

*\*\*\*All board members are to read and be aware of all agenda items, including the Manager's Report. If there are any questions call staff prior to the board meeting. Unresolved packet issues can be brought to the Board for final resolution. For any questions about this memorandum please contact Mark Pierpoint.*

DRAFT

# *ATTACHMENT "B"*

**September 28,2018**

**Board of Directors  
LFGHOA  
Tahoe City, CA**

**SUBJECT: Unnecessary 2019 Dues Increase**

**My name is Geary Pena (unit 171). I have been a homeowner for over 27 years, and served on the Board of Directors for 16 years. For seven of those years I served as Secretary Treasurer.**

**I have reviewed the financial information provided for the annual Homeowners meeting and find that the monthly \$11 dues increase for 2019 is unnecessary. This caused by our overfunding of the replacement fund and an underfunding of our operating fund. Our replacement fund is the healthiest its ever been and is expected to reach \$3.8 million before the beginning of the roofing project in 2030. Even after completion of the roofing project in 2032 the replacement fund balance will be \$1.1 million.It is time to reduce the amount of dues being allocated to the replacement fund.**

**This further illustrated by what happened in 2018. We had a similar problem when our monthly dues were unnecessarily increased by \$10 a month. This resulted in about \$28,000 in additional revenue. The revised 2018 budget shows that the dues increase was not needed, since our revenue is expected to excede expenses by \$65,000. WE SHOULD BE RECEIVING A DUES DECREASE IN 2019 not an \$11 INCREASE.**

**I ask that this letter be provided to the homeowners at the annual meeting during the discussion of the 2019 budget.**



**Geary H Pena  
Unit 171**

# *ATTACHMENT "C"*

## Lake Forest Glen HOA

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**From:** Richard Fong <rfong@fonglaw.com>  
**Sent:** Sunday, October 07, 2018 11:09 AM  
**To:** alan miescke  
**Cc:** Lake Forest Glen HOA  
**Subject:** RE: LFGlen occupancy

**Flag Status:** Flagged

Hi Alan,

Sorry for the delay, I was court for a week and I am playing catch up now.

I'm glad to hear Amy is thriving in the Big Apple. She's reversed the popular trend of going from a major metropolitan area to life on the North Shore of Lake Tahoe! I think Kevin has the right idea of coming back to the mountains.

Yes, when we restated the CC&Rs we carried forward the original language governing rentals.

The problem with not addressing the actual freedom of the owners to rent under less restrictive conditions arises not only if someone challenges a neighbors right to do so, but also in the context of a violation of other CC&R sections because a member who is cited for a violation could reasonably claim LFG is selectively enforcing the CC&Rs.

Since the process of amending CC&Rs takes a long time, is expensive and is difficult, I suggest that the board explain to the members that historically LFG has not actively enforced the rental limitation and the board is looking for membership feedback on whether they prefer eliminating the restriction. This will at least address the situation if someone challenges the lack of enforcement, that is, the board recognized the problem and it is seeking membership input. Then based upon the feedback, move forward with eliminating the restriction.

If the membership does support the elimination of the restriction, I would suggest a board resolution stating based upon member feedback the board will not be enforcing the restriction and pending a CC&R amendment, an operating rule will be adopted permitting short term rentals. I would also suggest moving forward with a vote to amend the CC&Rs. Even if it does not pass, the board by asking for and receiving membership input to eliminate the restriction and presenting a CC&R amendment will have taken steps to show there is a reason for selective enforcement.

If you would like to discuss this further over the phone, please let me know.

Richard

Richard Fong, Jr.  
FONG & FONG, APC  
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**From:** alan miescke <asmiescke@yahoo.com>  
**Sent:** Tuesday, September 25, 2018 10:00 AM  
**To:** Richard Fong <rfong@fonglaw.com>  
**Cc:** Lake Forest Glen HOA <lfghoa@sbcglobal.net>  
**Subject:** LFGlen occupancy

Hi Richard,

Its been a long time since we talked, but I am still at it, still having fun here at LFGlen. My son Kevin is now teaching at UNReno, on the professor track. He is so happy to be back to the mountains, and can't wait to have a full winter of skiing again. Amy is still working in Manhattan, living in the Bronx with her (serious) boyfriend. The both plan to come out further west in a couple of years. So, all is great.

I have attached sections of the CC'Rs concerning occupancy at LFGlen. Even before my time here (27 years) the homeowners have managed their unit as they wish with no controls from the HOA. One day, one week, all year rentals periods, etc.

The Board sees a problem coming with one Homeowner, or more, questioning what is written, and what has always really occurred. I thought we eliminated these sections when we re-wrote the cc's in 2010. Guess not. However I am sure you and I talked about this before. Maybe the time factor gives us the legal right to continue as we are without being required to change the cc's . Please advise.

Thanks  
Alan Miescke

1-530-308-5416

**[2.13] Lease or Rental of Lots.** An Owner is entitled to rent or lease as set forth in Article VI of this Declaration. An Owner shall be entitled to rent the single family dwelling situated on his lot to a single family, provided that the term of said rental shall not be for less than sixty (60) days nor more than two (2) years. Any rental or lease of a single family dwelling unit shall be subject to this Declaration and the rules and regulations established by the Board pursuant to Section 3.5 of this Declaration. Each tenant or lessee shall be provided with a copy of this Declaration by the Owner so renting or leasing. The Owner shall at all times be responsible for their tenant's or lessee's compliance with all of the provisions of this Declaration pursuant to the occupancy and use of the dwelling unit.

### ARTICLE III

#### HOMEOWNERS' ASSOCIATION

**[3.1] Organization.** The Association is a non-profit mutual benefit corporation organized under the laws of the State of California and shall have the powers and purposes specified in this Declaration and in its Articles of Incorporation, and its affairs shall be governed by its Articles of Incorporation, this Declaration, the By-Laws, and Rules and Regulations.

**[3.2] Membership and Voting.**

(a) Every person or entity who is a record Owner of a fee or undivided fee interest in any Lot which is subject to assessment by the Association shall be a Member of the Association. Membership shall be appurtenant to such Lot, and each Owner shall remain a Member until his ownership in all Lots in the Properties ceases, at which time his membership in the Association shall automatically cease. The foregoing is not intended to include persons or entities who hold an interest merely as security for the performance of an obligation. Membership shall be appurtenant to and may not be separated from ownership of any Lot which is subject to assessment by the Association.

(b) The Association shall have one class of voting membership consisting of all Owners. When more than one person holds an interest in any Lot, all such persons shall be Members, but the vote for such Lot shall be exercised as set forth in the By-Laws.

(c) Unless otherwise provided herein or in the By-Laws, actions by the Association which must have the approval of the Association membership before being undertaken shall require the vote or written assent of fifty-one percent (51%) of the regular election votes represented at a duly held meeting at which a Quorum, including proxies, is present.

**[3.3] Transfer of Membership.** Membership in the Association shall not be transferred, encumbered, pledged or alienated in any way, except upon the sale of the Lot to which it is appurtenant and then, only to the purchaser. In the case of a sale, the membership appurtenant to the transferred Lot shall pass automatically to the purchaser upon Recording of a deed evidencing the transfer of title. In the case of an encumbrance of such Lot a Mortgagee does not have membership rights until he or she becomes an Owner by foreclosure or deed in lieu thereof. Tenants who are delegated rights of use pursuant to Article II, Section 2.12, above, do

necessary treatment, eradication or repair, and the cost thereof shall be added to and become part of the assessment to which such Lot is subject after the written notice of said action and an opportunity to be heard is afforded to such Owner in accordance with Article X herein. The cost of any such repairs, eradication or treatment undertaken by the Association which affects more than one Lot or Residence shall be apportioned among the affected Lots or Residences on a pro rata basis, as determined by the Association.

## ARTICLE VI

### USE OF PROPERTY AND RESTRICTIONS

**[6.1] Single Family Residential Use.** The use of the individual Lots in the Properties is hereby restricted to Single Family Residential Use, as defined in Article I hereof. In no event shall a Residence be occupied by more individuals than permitted by applicable zoning laws or governmental regulations. Nothing herein contained shall prohibit uses permitted by California Health and Safety Code Sections 1596.775, 1596.78 and 1597.40 or comparable superseding statute.

**[6.2] Residential Lease (Rental Agreement).** Residences are not to be used for hotel or transient purposes. Any lease or rental of a residence shall provide the tenants are subject in all respects to this Declaration, the By-Laws, the rules and regulations of the Association, and the actions of the Board, and that any failure of the lessee to comply with the terms of the foregoing shall be a default under the lease. This applies to both short term vacation and long term rentals. A copy of the Declaration, By-Laws and all Association rules and regulations shall be provided by the Owner to the lessee at the time a lease is executed. Non-resident Owners shall provide the Association at all times with a telephone number where they can be reached. Owners who rent or lease their homes shall forfeit their rights to use of the Common Area and Common Facilities as provided in Section 2.12, and shall obtain express written permission from the Board of Directors to use the Common Facilities, including the swimming pool.

**[6.3] Construction and Alteration of Improvements.** No construction or alteration of improvements may be undertaken on a Residence without prior approval of the Architectural Committee pursuant to Article XI hereof. Each Owner shall be permitted to landscape in their Exclusive Use Easement Area without securing prior or final approval of the Architectural Committee; provided, however, that any such landscape improvements do not alter, as determined by the Architectural Committee, any existing grades and provided that any such landscaping does not interfere in any manner with any drainage and/or utility easements affecting the Property. Additional certification as required by the Architectural Committee shall be provided at the Owners' expense.

**[6.4] Utilities.** Additional utility or telecommunication lines shall not be installed without the prior consent of the Board.

(b) Failure of Board to Fix a Record Date. If the Board, for any reason, fails to establish a record date, the following rules shall apply:

(i) Record Date for Notice of Meetings. The record date for determining those Members entitled to receive notice of a meeting of Members shall be the business day preceding the day on which notice is given, or, if notice is waived, the business day preceding the day on which the meeting is held.

(ii) Record Date for Voting. The record date for determining those Members entitled to vote at a meeting of Members shall be the day of the meeting, or in the case of an adjourned meeting, the day of the adjourned meeting.

(iii) Record Date for Action by Written Ballot Without Meeting. The record date for determining those Members entitled to vote by written ballot on proposed Association actions without a meeting, when no prior action by the Board has been taken, shall be the day on which the first written ballot is mailed or solicited. When prior action of the Board has been taken, it shall be the day on which the Board adopts the resolution relating to that action.

(iv) Record Date for Other Lawful Action. The record date for determining those Members entitled to exercise any rights in respect to any other lawful action shall be Members at the close of business on the day on which the Board adopts the resolution relating thereto, or the 60th day prior to the date of such other action, whichever is later.

(v) "Record Date" Means as of Close of Business. For purposes of this subparagraph (b) a person holding a membership as of the close of business on the record date shall be deemed the Member of record.

## ARTICLE VI

### Membership Rights

Subject to the provisions hereof and the provisions of the Declaration, the Members shall have the following rights:

**[6.1] Use and Enjoyment of Common Areas by Members and Family.** Each Member and the members of his or her family who also reside in the Member's residence shall be entitled to the use and enjoyment of all Common Areas, roads, and Common Facilities within the Properties.

**[6.2] Tenants and Lessees.**

(a) Assignment of Rights Generally. Each Member shall have the right to assign his or her rights as a Member (other than voting rights) to a tenant residing within the Member's residence. Such assignment shall be effective only so long as said tenant is residing in said residence and is in compliance with these By-Laws, the Declaration and the Association's Rules and Regulations in effect at that time. At all times the Owner shall remain responsible for compliance by Owner's lessee or tenant with the provisions of the Governing Documents.

Without limiting the foregoing, reference is specifically made to Article II, section 2.13 of the Declaration for additional Tenant and lease restrictions.

(b) **Effectiveness of Assignment.** Assignment of an Owner's right to use the Common Facilities (other than roads) to a tenant or lessee shall not be effective until such time as the Owner-Member has given the Secretary written notice thereof setting forth the name of the assignee and the members of his or her family who will be entitled to the use and enjoyment of the Common Areas, Common Facilities, and roads within the Properties by virtue of the assignment.

**[6.3] Invitees and Guests.** The invitees and guests of a Member shall have the right to use and enjoy the Common Areas, Common Facilities, and roads within the Properties, as long as the guest or invitee is in the company and supervision of the Member. Any such guest or invitee shall be subject to the same obligations imposed on the Owner to observe the rules, restrictions, and regulations of the Association as set forth in the Governing Documents.

**[6.4] Association Rules and Regulations.** The right of any person to use and enjoy the Common Areas and Common Facilities shall at all times be subject to the rules, limitations, and restrictions set forth herein, in the Declaration, and in the Association's published Rules and Regulations as promulgated by the Board from time to time. With the exception of the right of use of any roads, the Board shall have the right to impose monetary penalties or to suspend the use and enjoyment of any Common Area and Common Facilities for the failure of a Member to pay any Assessments when due under the Declaration, or to comply with any other rule or regulation imposed upon such Member, his or her tenants or guests, pursuant to the Governing Documents, provided, however, that any such suspension shall be imposed only after such person has been afforded the notice and hearing rights more particularly described in Article X, section 10.5 of the Declaration.

## ARTICLE VII

### Board of Directors

**[7.1] General Association Powers.** Subject to the provisions of the California Nonprofit Mutual Benefit Corporation Law, the Davis-Stirling Common Interest Development Act (Civil Code sections 1350-1378, as amended) and any limitations in any of the Governing Documents relating to action required to be approved by the Members, the business and affairs of the Association shall be vested in and exercised by the Association's Board of Directors. Subject to the limitations expressed in Article X, section 10.1, the Board may delegate the management of the activities of the Association to any person or persons, management company, or committee, provided that notwithstanding any such delegation the activities and affairs of the Association shall continue to be managed and all Association powers shall continue to be exercised under the ultimate direction of the Board.

**[7.2] Number and Qualification of Directors.** The Board of Directors shall consist of nine persons who shall be Owners of lots and who reside within the Properties and whose memberships are in good standing with all Assessments current and are not subject to any suspension of membership rights. Only one Owner per lot shall be eligible to serve on the Board at any time.

# *ATTACHMENT "D"*

**Lake Forest Glen Homeowners Association**  
Annual Meeting of the Homeowners  
**October 13, 2018 – 10:00 a.m.**

**ACTION ITEMS**

**Annual Board Meeting**

1. Make slideshow presentation available on the website in 2018. **Jessica uploaded on 11/02/18**
2. Architectural - Document the architectural request process and post it on the website. **Jessica is working on a way to do this.**
3. Dues Increase - Mark follow up with Geary Pena, unit 171 and ask him for his calculations showing that we are covered for large replacement projects/costs.
4. Energy Audit - should we get Liberty and SW Gas to provide data for an energy audit??
5. Garbage - Board should review ideas and options for garbage since it also came up as the top item in the survey. It is a combination of what the dumpsters look like/aesthetics, the fact that they seem constantly full in some summer weeks (we only have collection once per week), and monitoring of non-homeowner use, especially for building waste. **Jessica took a picture of a garbage enclosure at the top of Kingsbury Grade as a suggestion.**
6. Vision – ask Sari to propose something concrete here. 30 years is a long time, and we currently plan to maintain the facilities we have “up to modern standard” in our financial planning i.e. not just straight maintenance. She may have access to some information that could help the association plot some kind of course.
7. Bike Storage – Board to consider options and costs. **Alan and Jessica discussed the fact that the bike storage was initially created for winter storage only and we may need to go back to this seasonal limitation.**
8. Short Term Rentals – The board needs to put together a discussion paper on the rental rules in the Glen and seek formal input from the homeowners. As a result of this, formulate the next steps and adopt regulations in the CC&R’s per Fong’s (HOA attorney) suggestions.
9. Hot Tub Use After Hours – several questions to be reviewed by the board:
  1. What is the performance of the security company?
  2. Can we see/monitor when the pools get locked?
  3. Confirm that the digital locks on the pools are indeed automatically locked after hours.
  4. Investigate security person for summer evenings for 2019
  5. Consider surveillance camera and related signage for hot tub/pool.
  6. Consider other pool ideas from survey for 2019 season.
  7. Consider fully enclosing the hot tub cage.
10. Members Only Page on Website – Discuss the option of adding a homeowner page where members set up a login and can connect with other homeowners, share personal contact info, share ideas and topics. **Who will monitor the page? Who will review/approval content posted??**

# *ATTACHMENT "E"*



SUBJECT: Architectural Committee Minutes regarding the Board of Director's request that the Committee meet and determine whether or not to recommend to the Board that the Board of Directors consider adding a back deck fence as requested by the owners of unit #225.

The Committee met in the LFG office on Friday, October 12, 2018 at 4:00 pm. In attendance was Barbara Schoen, Alan Miescke, Robin Leach, Jim Cochrane, and Chairman Doug O'Neal.

I opened the meeting by reminding the members that LFG currently has about 5 different configurations of decks with backing: no backing, bench backing, bench with backs backing, decks with half wooden fence backing, and decks with full fence backing.

I asked the members first if there were any questions. There were none so we began discussing the request. Jim Cochrane began by saying he liked the requested fence, and Barbara Schoen also said she liked the fence. Robin Leach said she was not sure. I said that when I showed the request to my wife, her first reaction was that she liked it. Later she said that while she liked it, she didn't feel that it would 'fit in' with LFG. I said that I did not feel that it would 'fit in' with LFG. I said that the requested fence would serve two functions: one to keep little children on the deck, and two to keep small dogs on the deck. I mentions that I had seen Judy Friedman and when I described the project that her reaction was, "That fence is popular up here but I'm not a big fan of it." Barbara Schoen then said she had received an email from Judy that morning that said she would support the fence. Alan Miescke then went into a discussion regarding privacy fences if we recommended approval of the fence and that possibly we should consider a different privacy fence.

Barbara Schoen then asked if we were going to vote on the request. I said that we should drive around Dollar Hill and look at what was in existence there. So we climbed into my SUV and spent about 1/2 hour driving around, and saw that there are about a dozen different options. We agreed not to vote as there were too many variables: gage thickness; color; construction; and other options.

One possibility is to take pictures of the options available and to put them into a binder for discussion. Also, we will work with Alan regarding looking at Privacy Fences. We adjourned the meeting at 5:10 pm agreeing to look at all options before making any decisions.

# *ATTACHMENT "F"*

# SIMPLIFIED FINANCIALS

DATE: 9/30/2018

## MONTHLY OPERATING ACCOUNT

INCOME:	<u>52,150</u>
EXPENSES:	<u>41,329</u>
NET:	<u>10,821</u>

## OPERATING ACCOUNT SUMMARY

GENERAL OPERATING ACCOUNT BALANCE	<u>227,019</u>
ACH ACCOUNT BALANCE	<u>978</u>
PETTY CASH ACCOUNT BALANCE	<u>450</u>
DEFERRED COMPENSATION ACCOUNT	<u>139,821</u>

## MONTHLY CAPITAL ACCOUNT

INCOME:	<u>30,855</u>
EXPENSES:	<u>44,892</u>
NET:	<u>(14,036)</u>

## CAPITAL RESERVE ACCOUNT SUMMARY

EL DORADO BANK – CAPITAL RESERVE	<u>785,734</u>
TOTAL BALANCE ALL LIQUID ACCOUNTS	<u>1,154,002</u>

## MISCELLANEOUS INFORMATION:

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

BALANCE SHEET  
September 30, 2018

	OPERATING FUND	REPLACEMENT FUND
<b>ASSETS</b>		
1060 US Bank - ACH Account	\$ 978	\$
1040 Operating Account - EDSB#163400014009	227,019	
1090 Petty Cash Account - EDSB#16-30-31505	450	
1045 Deferred Compensation Account	139,821	
1280 Capital Reserve - El Dorado Bank #2535		785,734
1290 Certificates of Deposit		
1410 Assessments Due From Owners	3,324	
1415 Allowance for Bad Debts		
1450 Prepaid Expenses		
1501 Prepaid Insurance	5,244	
1502 Workers Comp Deposit	896	
1511 Prepaid Taxes	250	
2601 Due From Capital Fund	188	
1520 Equipment & Furniture	177,086	
1530 Accumulate Depreciation	(127,077)	
	<u>428,179</u>	<u>785,734</u>
<b>TOTAL ASSETS</b>	<b>\$ 428,179</b>	<b>\$ 785,734</b>
<b>LIABILITIES AND MEMBERS' EQUITY</b>		
<b>LIABILITIES</b>		
2000 Income Taxes Payable - Federal	\$ 45	\$
2001 Income Taxes Payable - Franchise	45	
3010 Accounts Payable - Association Suppliers	8,609	
2032 Deferred Expenses	139,774	
2034 Deferred Charter revenue	17,550	
2035 Accrued Payroll Taxes & Workmans Comp	19,703	
2040 Accrued Salaries & Wages		
2041 Accrued Vacation	12,836	
2045 Homeowners Dues Paid in Advance	13,179	
1601 Due to Operating		188
2060 Deferred Window Revenue		
	<u>211,741</u>	<u>188</u>
<b>TOTAL LIABILITIES</b>	<b>211,741</b>	<b>188</b>
<b>MEMBERS' EQUITY</b>		
3005 Contributed Capital - Beginning of the Year		
3000 Operating Fund - Beginning of the Year	152,942	
3100 Replacement Fund - Beginning of the Year		656,061
Year to Date Net Revenue (Expense)	63,496	129,485
	<u>216,438</u>	<u>785,546</u>
<b>TOTAL MEMBERS' EQUITY</b>	<b>216,438</b>	<b>785,546</b>
<b>TOTAL LIABILITIES AND MEMBERS' EQUITY</b>	<b>\$ 428,179</b>	<b>\$ 785,734</b>

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

STATEMENT OF REPLACEMENT FUND REVENUE AND EXPENSES

For the Month Ended September 30, 2018

and Year-to-Date Periods

January 1, 2018 to September 30, 2018 and January 1, 2017 to September 30, 2017

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	RESIDUAL BUDGET	BALANCE 1 YEAR AGO
<b>REVENUES</b>					
3110 Replacement Fund Assessments	\$ 30,855	277,695	\$ 370,260	\$ 92,565	\$ 273,624
3115 Replacement Investment Interest				0	
<b>TOTAL REVENUE</b>	<u>\$ 30,855</u>	<u>\$ 277,695</u>	<u>\$ 370,260</u>	<u>\$ 92,565</u>	<u>\$ 273,624</u>
<b>EXPENSES</b>					
3140 Site BMP Requirements			25,000	25,000	7,749
3151 Bldg Brick & Cement			10,000	10,000	
3152 Bldg Siding/Trim/Facia/Painting	44,884	133,285	145,000	11,715	93,584
3153 Buildings / Storage / Lockers			2,000	2,000	
3160 Roofs / Porches				0	
3170 Roads/Paths			11,000	11,000	
3171 Asphalt / Resurfacing / Patching		3,550		(3,550)	17,430
3173 Speed Bumps / Traffic Control				0	
3174 Foot Paths				0	
3180 Pools / Plastering				0	
3181 Pools / Decking / Fencing / Gates				0	
3182 Pools / Equipment & Mechanical		11,302	30,000	18,698	
3183 Pool Replacement / Kids / Adult				0	
3184 Pools / Furniture				0	
3185 Playground Equipment				0	
3190 Tennis / Painting & Striping				0	
3191 Tennis / Equipment / Wind Screens				0	
3192 Tennis #1 and #2 Resurface				0	60,000
3193 Tennis #3 and #4 Resurface				0	20,000
3200 Office / Copier				0	
3201 Office / Computer				0	
3202 Office / Equipment			6,000	6,000	543
3210 Chevy Pickup - 1/2 Ton				0	
3211 Trucks 3/4 Ton			35,000	35,000	
3212 Snow Removal Equipment				0	
3220 Perimeter Fence			1,500	1,500	1,075
3221 Privacy Fences			1,500	1,500	1,158
4300 Provision for Federal Income Tax	4	36	48	12	32
4301 Provision for Franchise Tax	4	36	48	12	32
<b>TOTAL EXPENSES</b>	<u>\$ 44,892</u>	<u>\$ 148,209</u>	<u>\$ 267,096</u>	<u>\$ 118,887</u>	<u>\$ 201,603</u>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENSES</b>	<u>(14,037)</u>	<u>129,486</u>	<u>\$ 103,164</u>	<u>\$ (26,322)</u>	<u>\$ 72,021</u>
<b>MEMBERS' EQUITY BEG. OF PERIOD</b>	<u>799,583</u>	<u>656,061</u>			
<b>MEMBERS' EQUITY END OF PERIOD</b>	<u>\$ 785,546</u>	<u>\$ 785,547</u>			

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

STATEMENT OF OPERATING FUND REVENUE AND EXPENSES

For the Month Ended September 30, 2018

and Year-to-Date Periods

January 1, 2018 to September 30, 2018 and January 1, 2017 to September 30, 2017

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	RESIDUAL BUDGET	BALANCE 1 YEAR AGO
<b>REVENUES</b>					
5010 Dues Assessments	\$ 82,602	743,418	\$ 991,224	\$ 247,806	\$ 642,096
6110 Dues Allocated to Replacement Fund	(30,855)	(277,695)	(370,260)	(92,565)	(273,624)
5110 Investment Interest Income	6	49	150	101	32
5250 Late Fees & Interest		1,523	1,500	(23)	711
5260 Transfer Fee Income			1,500	1,500	
5290 Miscellaneous Income	396	2,308	2,050	(258)	
<b>TOTAL REVENUE</b>	<b>\$ 52,149</b>	<b>\$ 469,603</b>	<b>\$ 626,164</b>	<b>\$ 156,561</b>	<b>\$ 369,215</b>
<b>EXPENSES - SCHEDULES ATTACHED</b>					
Landscaping Expenses	\$ 7,691	64,269	\$ 95,816	\$ 31,547	\$ 59,640
Utilities	4,856	36,656	53,400	16,744	37,013
Pool & Tennis Expenses	5,096	49,774	62,025	12,251	48,949
Repairs & Maintenance Expenses	4,853	94,450	188,368	93,918	125,610
Administrative Expenses	17,640	156,934	215,711	58,777	125,082
Depreciation	352	3,168	5,600	2,432	4,945
Provision for Federal Income Tax	1	9	12	3	8
Provision for Franchise Tax	840	848	12	(836)	8
<b>TOTAL EXPENSES</b>	<b>\$ 41,329</b>	<b>\$ 406,108</b>	<b>\$ 620,944</b>	<b>\$ 214,836</b>	<b>\$ 401,255</b>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENSES</b>	<b>\$ 10,820</b>	<b>\$ 63,495</b>	<b>\$ 5,220</b>	<b>\$ (58,275)</b>	<b>\$ (32,040)</b>
3000 MEMBERS' EQUITY BEG. OF PERIOD	<u>205,617</u>	<u>152,942</u>			
MEMBERS' EQUITY END OF PERIOD	<u>\$ 216,437</u>	<u>\$ 216,437</u>			

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1 - OPERATING EXPENSES

For the Month Ended September 30, 2018  
and Year-to-Date Periods

January 1, 2018 to September 30, 2018 and January 1, 2017 to September 30, 2017

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	RESIDUAL BUDGET	BALANCE 1 YEAR AGO
<b>LANDSCAPING EXPENSES</b>					
7000 Salaries - Foreman	\$ 1,028	20,225	\$ 30,332	\$ 10,107	\$ 21,124
7010 Salaries - Seasonal	5,225	27,181	33,660	6,479	19,798
7020 Employer Costs	1,122	9,983	13,224	3,241	8,489
7030 Plants	1,200	1,200		(1,200)	
7031 Irrigation	28	720	1,000	280	1,271
7032 Fertilizers		639	400	(239)	484
7033 Hardscape			400	400	353
7035 Equipment			1,500	1,500	1,836
7036 Equipment Maintenance		11	250	239	304
7040 Pest Control	(913)	4,309	15,000	10,691	5,981
7050 Other / Uniforms & Safety			50	50	
<b>TOTAL LANDSCAPING EXPENSES</b>	<b>\$ 7,690</b>	<b>\$ 64,268</b>	<b>\$ 95,816</b>	<b>\$ 31,548</b>	<b>\$ 59,640</b>
<b>UTILITIES</b>					
7111 Electricity	\$ 1,302	5,174	\$ 7,200	\$ 2,026	\$ 5,288
7121 Gas	11	209	500	291	272
7131 Sewer		723	700	(23)	1,033
7151 Garbage	3,544	30,550	45,000	14,450	30,420
<b>TOTAL UTILITIES</b>	<b>\$ 4,857</b>	<b>\$ 36,656</b>	<b>\$ 53,400</b>	<b>\$ 16,744</b>	<b>\$ 37,013</b>
<b>POOL &amp; TENNIS EXPENSES</b>					
7200 Salaries - Foreman	\$ 1,503	\$ 14,301	\$ 20,221	\$ 5,920	\$ 14,082
7210 Salaries - After Hours Personnel	1,435	7,730	5,610	(2,120)	4,190
7220 Employer Costs	575	4,992	5,294	302	3,069
7230 Repairs & Maintenance Equipment	170	1,531	1,400	(131)	1,500
7231 Repairs & Maintenance-Tennis Courts			400	400	47
7232 Fences & Gates	(100)	(147)	300	447	1,026
7233 Decking & Tile			100	100	
7240 Supplies / Chemicals		3,527	7,000	3,473	7,905
7241 Supplies / Restrooms			600	600	395
7242 Supplies / Uniforms & Training			100	100	
7250 Utilities	1,513	16,133	19,000	2,867	15,076
7260 Other / Permits		1,708	2,000	292	1,659
<b>TOTAL POOL &amp; TENNIS</b>	<b>\$ 5,096</b>	<b>\$ 49,775</b>	<b>\$ 62,025</b>	<b>\$ 12,250</b>	<b>\$ 48,949</b>

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1 - OPERATING EXPENSES

For the Month Septmeber 30, 2018

and Year-to-Date Periods

January 1, 2018 to September 30, 2018 and January 1, 2017 to September 30, 2017

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	RESIDUAL BUDGET	BALANCE 1 YEAR AGO
REPAIRS & MAINTENANCE EXPENSES					
7300 Salaries - Foreman	\$ 1,879	18,666	\$ 25,277	\$ 6,611	\$ 17,963
7310 Salaries - Seasonal	750	13,466	28,050	14,584	14,928
7320 Employer Costs	531	7,675	11,020	3,345	6,871
7330 Painting Labor / Materials	8	75	600	525	31
7340 Road Maintenance		200	400	200	75
7350 Roof Maintenance			400	400	24
7360 Plumbing - Water		189	500	311	
7361 Fire Box Inspection				0	
7370 Building Maintenance	147	1,597	1,800	203	1,089
7371 Entrys / Porches		54		(54)	
7372 Storage / Utility Sheds		50		(50)	174
7373 Maintenance Shed & Fence				0	1,752
7374 Privacy Fences				0	72
7375 Perimeter Fence				0	1,099
7376 Fire Extinguishers		1,349		(1,349)	1,296
7380 Electrical		81	1,500	1,419	1,152
7390 Contract Sewer	250	(97)	1,000	1,097	44
7400 Snow Removal Contract		13,300	47,000	33,700	35,665
7401 Snow Removal / In House		24,021	49,271	25,250	29,315
7402 Snow Removal / Supplies		3,344	5,000	1,656	5,496
7410 Truck Operation / Gasoline	841	6,745	8,750	2,005	4,475
7411 Truck Operation / Supplies		1,085	1,500	415	1,051
7412 Truck Operation / Repairs		909	3,500	2,591	1,245
7420 Supplies / General	42	971	2,500	1,529	325
7421 Tools & Equipment	405	768	300	(468)	1,468
7430 Other / Uniforms				0	
<b>TOTAL REPAIRS &amp; MAINT EXPENSE</b>	<b>\$ 4,853</b>	<b>\$ 94,448</b>	<b>\$ 188,368</b>	<b>\$ 93,920</b>	<b>\$ 125,610</b>

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1 - OPERATING EXPENSES

For the Month Ended September 30, 2018  
and Year-to-Date Periods

January 1, 2018 to September 30, 2018 and January 1, 2017 to September 30, 2017

	CURRENT MONTH ACTUAL	YEAR TO DATE ACTUAL	ANNUAL BUDGET	RESIDUAL BUDGET	BALANCE 1 YEAR AGO
ADMINISTRATIVE EXPENSES					
8000 Salaries -Manager	\$ 1,879	17,876	\$ 25,277	\$ 7,401	\$ 23,070
8001 Salaries - Secretary	2,953	25,308	41,800	16,492	13,176
8010 Employee Benefits	1,806	18,025	27,939	9,914	8,488
8011 Employer Costs	746	7,343	8,895	1,552	5,227
8020 Security Patrol	465	4,446	8,000	3,554	4,066
8030 Accounting Fees	2,068	16,287	19,000	2,713	12,476
8040 Audit Fees		3,600	3,600	0	3,450
8050 Legal Fees		110	2,500	2,390	
8060 Insurance	5,249	51,594	60,000	8,406	41,832
8070 Copying & Postage	295	3,143	4,000	857	2,905
8080 Supplies	616	2,483	2,500	17	2,089
8090 Telephone	331	3,223	6,000	2,777	3,975
8100 Travel Expense	620	4,365	5,000	635	3,217
8110 Training				0	
8120 Other / computer	613	(871)	1,200	2,071	1,111
8120 Bad Debt Expenses				0	
TOTAL ADMIN EXPENSES	\$ 17,641	\$ 156,932	\$ 215,711	\$ 58,779	\$ 125,082