

Lake Forest Glen Homeowners Association Board Meeting*MINUTES*Saturday, March 20, 2021
Virtual Zoom Meeting

Time	Agenda Item	Lead	Purpose
08:30	Meeting to order	Mark	<p>MEETING Called to order 08:30</p> <p>Attendees:</p> <ul style="list-style-type: none"> • Board members: Jim C, Josette R, Alan N, Mark P, Jessica T, Doug O, Jason K, Kathy L. • Homeowners: Margot, Paola, Chester, Dawn, Kelli, Donna • Office: Alan M, Joslynn W.
08:34	Approval of minutes: 2/20/2021 Meeting Minutes	All	<ul style="list-style-type: none"> • Correction Page 2 of Minutes Re: Homeowner expertise, ADA “We can do it, it would be beneficial to <u>all</u>.” Change to “...beneficial to <u>many</u>.” • Correction Page 6 of Minutes Re: Open Session Action Items last word is “transparency” and should be “transparent”. <p>Jim motioned to approve with @ items changed, seconded by Kathy. Approved unanimously.</p> <p><u>ACTION ITEMS:</u> Correct 2 items and Post Minutes to website (Joslynn): Page 2 & Page 6 correction and post to website</p>
08:40	<p>Homeowner Hearing/Correspondence: <u>Email #1</u> Thank You for Meeting Notice</p> <p><u>Email #2</u> Parking, STR, Water bill</p> <p><u>Email #3</u> Consent Form Clarification</p>	Mark	<p>Determine actions and response needed.</p> <ul style="list-style-type: none"> • Email #1 No action needed. • Email #2 <ul style="list-style-type: none"> • Request for signage about “No Parking in landscape. • Reach out to HOA office and provide pictures, time, car detail. • Long/Short-term homeowners should post Rules & Regs and Snow removal. • Suggestion to add Directions to Overflow parking lots. • Suggestion to paint numbers in front of units in parking area. This was previously reviewed, and it was determined to be a lot of work, continuous maintenance, and costly. • Water Bill/Meter. History. See attachment. • Email #3 <ul style="list-style-type: none"> • Office, Board (maybe attorney) will be clarifying detail for Electronic consent form and sending out with date to return form by. Suggested that Homeowners need time to review and respond to new form before a membership list is given out. No response, per SB 323, info can be shared on Membership List.

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	<p><u>Email #4</u> Member List Request</p>		<p>One must opt-out if they do not want info shared.</p> <ul style="list-style-type: none"> Email #4 <ul style="list-style-type: none"> Board to review further in executive session. <p><u>ACTION ITEMS:</u> Water Bill/Meter detail (Mark & Joslynn): Mark to provide detail and Joslynn to Post on website. Rely to Email 3 (Joslynn): We will clarify “Electronic Consent or Opt-out form” and send out a reminder/specific date to return. Reply to Email 4 (Joslynn): Offer to assist homeowner in sending survey to other homeowners. The office just sent out form asking for consent or opt-out of membership list, need more time to honor homeowner privacy. Create/update/clarify “Electronic Consent or Opt-out form” (Board, Office, Legal): Send out to all homeowners with stamped return envelope a reminder/specific date to return.</p>
09:08	<p>Actions from last meeting:</p> <ul style="list-style-type: none"> Final Minutes 1/23/2021 Homeowner Emails from 2/20/2021 Update Committee Members (Joslynn)- <u>Committee List</u> Dumpster Signage (Sari, Jessica, Helen, Alan M.): <u>New sign</u> ADA Compliance – Law perspective (Alan M): Talk to Fong (lawyer) about potential lawsuits. Can Audio recording of meeting be shared? (Alan M): Check with lawyer (Richard Fong) Updating Governing docs (Alan M): Reach out to legal counsel, Richard Fong to see what he recommends regarding CCR’s and By-Laws to be updated per the new laws. What would it take to make changes and what would be the cost? Could addendums be added to current documents? List of CCR & By-Law actions to address (Board): Find the CCR’s and By-Laws on the website, so everyone is looking at the same ones. Board members to send lists of non-legal items to address in any document update e.g. typos etc. to Board by March 12th of updates/changes. HOA dues/amenities included at other HOA’s (Mark/Alan M.): <u>Research other comparable HOA’s.</u> 	Alan M	<p>Update status on actions:</p> <ul style="list-style-type: none"> Posted to site, no further action. Responded, no further action. Updated to site, no further action. Locked times need to be more prominent/highlighted, maybe in red and bigger. Homeowner questioned why dumpsters are locked; human error of not latching and bears getting into dumpster. Waiting on response Lawyer advised not to audio record future meetings for several reasons. Also advised it is not under an obligation to make copies for anyone.” Waiting on response To discuss at next Board Meeting, include Rules & Regs (committee to review) Reviewed about 12 HOA’s including LFG to calibrate where we stand in regard to dues. Research included the following: <ul style="list-style-type: none"> Number of Units Monthly Dues

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	<ul style="list-style-type: none"> • Member Survey (Sari): What questions to have on it? • Short-Term Rental discussion (Joslynn): <u>STR Past Minutes & Email Correspondence with Lawyer.</u> 	<ul style="list-style-type: none"> • Source • Management type • Amenities included <ul style="list-style-type: none"> • To discuss at next Board Meeting • Records of STR info in CCR’s <ul style="list-style-type: none"> • October 7, 2018 Lawyer email recommends to review w/members for a vote • 2018 Annual Meeting Minutes (Page 2) • March 29, 2019, HOA office to Lawyer: “...Board president discussed this with the 80 or so homeowners at our annual meeting in October and the result was that no one in the audience had any desire to acknowledge or accept this as a restriction.” • 2019 Annual Meeting Minutes (Page 5), • 2020 February 22, Board Meeting Minutes (Page 1). <p>Discussion of STR being a minimum of 7 days (property can be rented for less but not within a 7-day period). Neighbors can report if there is too much turnover.</p> <p><u>ACTION ITEMS:</u></p> <p>Committee List (Joslynn): Vision committee font correction and Barbara has been added to Architectural Committee as a Consultant.</p> <p>Dumpster Sign (Joslynn, Alan M): Update Locked times to be highlighted/more visible. Install signs.</p> <p>ADA Compliance – Law perspective (Alan M): Talk to Fong (lawyer) about potential lawsuits.</p> <p>Updating Governing docs (Alan M): Reach out to legal counsel, Richard Fong to see what he recommends regarding CCR’s and By-Laws to be updated per the new laws. What would it take to make changes and what would be the cost? Could addendums be added to current documents</p> <p>List of CCR & By-Law actions to address (Board): Find the CCR’s and By-Laws on the website, so everyone is looking at the same ones. Send lists of needed updates/changes for non-legal items to address in the governing documents (e.g. typos etc.) to office by April 9th.</p> <p>Rules & Regs Committee (Alan N): Committee to meet to review consistency of Rules & Regs with our governing docs.</p> <p>Member Survey (Sari): Provide questions for survey. Provide to office by April 9th.</p> <p>What are other HOA’s doing for STR’s?(Alan N): To research local HOA’s to see if they have policies in place for STR minimums.</p>
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<p>09:37</p>	<p>Old Business:</p> <ul style="list-style-type: none"> • Research Superdeck's hybrid-oil stain (Alan M): Is this a paint or stain? Have other HOA's in the area used it, what do they think? Does the current latex paint have to be stripped? Is California doing away with oil-based paint? • ADA Project Monthly Report (Alan M): Provide updates at next board meeting regarding Estimates/Plan • Next Phase of Lighting project (Sari, Board): Review possible next phase of lighting project. Sari's Lighting Report and Marks Response Email 	<p>Alan M</p> <ul style="list-style-type: none"> • Still need clarification if current latex paint will need to be stripped. And review local areas painted to see how it looks. • Difficult to get estimates as a lot of contractors do not like to do ADA. Recommendation from ADA Pros came out, has a lot of experience. Walked through complex with Alan M. and are working on a more accurate set of plans and then should have an estimate. It would be ideal to have more than one estimate. <ul style="list-style-type: none"> • What is probability of being sued for not being ADA compliant. Per google search of average cost of a civil penalty as high as \$92k for 1st violation or 184k for subsequent violation. • Are other HOA's in area compliant? • Opinion: being proactive is better/cheaper than having to pay fines and still have to do the work. • What is cost? Let's get real numbers and determine how to move forward. • Phase 1 was to replace/fix old sodium fixtures with compliant LED fixtures, nothing was moved. No permit required. <ul style="list-style-type: none"> • Parking lot lights were put in for safety reasons. Potential phase 2 to move lights (would require permit), potential phase 3 would be to address parking lot (would require digging cables, permit, lighting design and be high cost). • Parking lot lights, Family pool/playground solar light, #11 light need to be reviewed for compliance (was put in as a temporary solution for safety concerns), ALL other lights are compliant. <p><u>ACTION ITEMS:</u></p> <p>Research Superdeck's hybrid-oil stain (Alan M): Does the current latex paint have to be stripped? Have other HOA's in the area used it, what do they think, can we take a look?</p> <p>ADA Project Monthly Report (Alan M): Provide updates at next board meeting regarding Estimates/Plan</p> <p>Feedback from Units in Sari's Lighting report (Alan M): Reach out to homeowners/units (listed in Sari's report) to see how they feel about the new light fixtures installed.</p>
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<p>10:13</p>	<p>New Business:</p> <ul style="list-style-type: none"> • Vacation rental compliance and complaint info on LFGHOA.COM? – <u>Placer County</u> • HO Business vs Social Media <u>Emails</u> from Sari and Josette 	<p>Kathy Board</p>	<ul style="list-style-type: none"> • Placer County STR Complaint hotline/link to be added to the website. • In prior years, the board has discussed the option of a member-only section of the HOA website, including a member-only community board posting section and individual homeowner accounts for contact information and bill management. At the time, the decision was made to implement a low-cost solution via WordPress without additional functionality that would incur on-going costs. Given recent homeowner feedback and interest, an action item was taken to investigate service provider options and costs to provide added HOA member-only capability to the website. <ul style="list-style-type: none"> • Any and all homeowners can come to Board meetings to get info from Board directly. • A Board member is posting their recap of meeting to fb that are not accurately representing the full context of meeting. Concerned that wrong info is being presented, statements are contradictory to what happened. Not fair to the other members in the fb group thinking this info may be an officially sanctioned or accurately represents the meeting. Further discussion in executive session. • Board views current HOA website as appropriate medium for HOA information sharing and that a formal FaceBook page would be redundant and unnecessary given limited administrative resources. <p><u>ACTION ITEMS:</u> Placer County STR Compliant hotline/Link (Joslynn): Add link to lfghoa.com under General Info > Emergency Info/Utilities/Local Info > Other Info at bottom of page. “Short Term Rentals Complaints to Placer County 24/7 hotline 530-448-8003 or Code Compliance services Placer County, CA” https://www.placer.ca.gov/2309/Code-Compliance Talk to Tech about website possibilities (Joslynn): to see if we could enable a <u>message board</u> or have a <u>private/public access</u> for certain information.</p>
<p>10:40</p>	<p>Committee Reports:</p> <p>Pool Committee:</p> <ul style="list-style-type: none"> • Tennis court practice board (Alan M): To be added, weather permitting. • Family Pool Max Capacity (Alan M): Research and have number for next board meeting. Would we need an attendant/security? <p>Architectural Committee:</p>	<p>Alan M/ Josette</p> <p> Doug</p>	<ul style="list-style-type: none"> • In progress. Practice board will be vertical. • Family Pool - Surface Sq Ft of water in the pool divided by 20: (25 x 50)/20= 62.5 under normal conditions. • Doug proposes that the clarifications on the architectural standards and the additions of page 5

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	<ul style="list-style-type: none"> Architectural Standard & Change Request (Alan M., Doug): Draft updates of <u>architectural standards</u>, <u>additions</u>, and <u>Common Area Standard</u> <p>Vision Committee</p> <ul style="list-style-type: none"> <u>Minutes</u> <p>Admin Committee</p> <ul style="list-style-type: none"> Held meetings on 1/7/21 and 3/11/21 to discuss options given our general manager's stated desire to retire around the end of 2021. 		<p>(attachment 17) be added to the architectural standards in the same format. Jim seconded. Unanimously approved.</p> <ul style="list-style-type: none"> Clarify purpose of committee. Does the committee have the same procedures as other committees? <ul style="list-style-type: none"> To discuss at next board meeting <p><u>ACTION ITEMS:</u> Tennis Practice Board (Alan M): To build vertical (not tilted). Architectural Standards (Doug, Alan M, Joslynn): Bullet the items in the "Application Approval Process" (Page 1, 2nd paragraph). Architectural Committee (Jim): Flow chart of approval process. Vision Committee (Sari): Clarify purpose of committee. Does the committee have the same procedures as other committees?</p>
10:56	<p>Financials:</p> <ul style="list-style-type: none"> <u>January Financials</u> January Aging Report [emailed to board for privacy] 	Jason	<ul style="list-style-type: none"> January Financials – Is posted with Agenda on lfghoa.com. Correction to item code for expenses. ACH transfer to operating account had been updated. January Aging Report: 3 units building a backlog. 2 have made payments and are current. 1 makes group payments frequently and Alan M, is not concerned as they always pay.
11:01	<p>Open session (as needed):</p> <ul style="list-style-type: none"> Board future topics/non-agenda items Member comments 	Mark	<ul style="list-style-type: none"> Doug requesting additional bike storage container – Cost could be \$6k plus painting and it would be for long-term (seasonal storage) not for in and out usage) Margot, How do people get on committees, how are they made up? <ul style="list-style-type: none"> Nominate chair from the Board. Generally volunteer members can join a committee as they want (with exception to the architectural committee and Administrative committee). Members can contact the office if they don't already have the Chairs contact info and we can forward member's contact info to the chair. Dawn requested separate Dumpster sign with locked times. <p><u>ACTION ITEMS:</u> Addition Bike Storage (Alan M): Review cost and location</p>
11:09	Executive Session	Mark	<ul style="list-style-type: none"> Board discussed several legal items. Board Member Conduct/Expectations/Standards.
12:27	Meeting adjourns	Mark	Mark motioned to Adjourn meeting at 12:27 PM. Jim seconded. All in favor.

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Minutes Attachment 1 – Vision Committee Minutes (2 Page)

Vision Committee meetings are workshops on our vision project.

Meeting February 17, 2021 at 5pm

Participants

Darcy, Kathleen, Cathryn and Sari.

Reviewing what we have worked on. Review of the trends, history, future people profiles, and current people profiles so far.

Darcy and Kathleen working on the history of the Glen.

Meeting November 18, 2020 at 5pm

Participants

Mike, Maria, Cathryn and Sari.

Putting together the plan: trends, history, future people profiles, and current people profiles.

Mike working on survey to figure out current people profiles, Cathryn on history, Maria on trends, Sari on member connections.

Meeting October 17, 2020 at 5pm

Participants:

Cathryn and Sari.

Continue working on the history.

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The Vision Committee working group meets every third Wednesday of the month at 5pm.

There will be no meeting in March 2021.

If somebody would like to come and work with us, they can contact Sari or the office.

All interested are warmly welcome.

Meeting Minutes:

Meeting September 15, 2020 at 5pm

Participants:

Jessica and Sari.

Working on the future profiles.

Meeting July 15, 2020 at 5pm

Participants:

Jessica, Sari, Cathryn, Stephanie

1. Committee member responsibilities

+ Avatar. Pick a future persona. Introduce your persona on the vision slack channel. Talk through your persona, what does this persona need in the future, in 30 years.

+ Smile. Laugh and share humor. Pick a joke and share it in the slack kitchen.

Laughter in this committee is essential.

+ Collaboration. Work to add to other peoples work, and make sure you leave your work in a place where it can further be improved.

2. Tools

Opinions about use of Slack were discussed. Sari has asked for a 3 month trial before we dump it. We decided to give Slack, google doc and zoom a try for three months

3. Charter

<https://docs.google.com/document/d/1xJ3sTBGshiaFYriUakrRxKny4tWJSdWeuxkw5DGN14M/edit#>

We will make edits in the charter and get it ready by the next board meeting

4. Budget

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A suggestion for a 10K budget to get consulting from an architect for lighting, back fences, coloring etc. was worked on with the board (Jason and Mark).

5. Survey. Thoughts on future survey:

- Need set of questions or ideas for survey
- How to distribute: paper on door handles? Survey monkey? Monthly newsletter?
- Who will distribute physical notices? Fund printing and other expenses?

Kathy mentioned need to get documents and material in to board earlier than our next meeting. Change date? Would like to get Charter completed ASAP to submit in time for August meeting

Meeting June 17, 2020 at 5 pm

Participants:

Jessica, Judy, Kathy and Sari

Agenda:

1. Overall purpose
2. Clarification on relationship between this committee and the board/HOA
3. X Budget for 2021
4. Main topics you want feedback on

Other topics to talk about in our slack:

Vision statement (or agendize for future meeting as this can seem overwhelming)

What does being visionary mean right now?

Can we have a block party?

How can I get my neighbors to clean up the junk in front of their house??

We wrote minutes collaboratively:

Purpose of the committee. Judy wonders what the overall purpose is. What did the board ask for? Jessica wonders what are we producing. Sari says we did get tasked by the board. Sari explained there was a survey.

Vision committee should look at the survey material. Emphasis on cost minimization and safety.

Identify feedback loops - positive and negative.

OKR's. Sari has two clear values. Value of real estate as high as possible. Community is as happy as possible.

Kathy values: team, transparency, expectation management.

Jessica is asking where and to whom to talk about trash issues and day to day issues, and violation of HOA rules. Kathy, says to go to committees and management.

Judy thinks that we should look at our CC&Rs again. What we don't do well at LFG, is ask. We lack strategic ways of engaging the community. Surveying needs to be done, but also be serious about it, and be ready to commit to making changes accordingly.

Jessica has unique perspective of former tenant and now owner.

Judy stressed the main focus of the board is fiduciary responsibility. The community needs to explain to the board how to expand the ideas of what the community wants.

Sari wants to talk about the budget. One thing - we have been looking at the lights and people are bothered by them. And they aren't TRPA compliant.

Judy explained history of green paint scheme. Importance of high property values.

Going to write a vision statement in our charter and then address key items that are now worked on, like the lighting and painting project. Looking closely to the projects that have longer term impact.

Key thing for our charter is a two-way communication. How do board members get feedback from owners and renters. How do owners and renters ask key questions of the office administration. JT had some very practical questions/concerns about this. How do tenants/owners know who to contact about what issues. Perhaps more education of property managers with website tools. [There are some pages on the website to address some basic questions for renters.]

Action items:

- Charter
- Budget proposal and packaging it
- Communication within our community. What do we need to know?

Minutes Attachment 3 – January Financials (5 Page)

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

BALANCE SHEET
January 31, 2021

See Independent Accountants' Compilation Report

ASSETS

		OPERATING FUND	REPLACEMENT FUND
ASSETS			
1040	Operating Checking Account	\$ 135,082	\$ -0-
1045	Deferred Compensation Account	203,510	-0-
1060	US Bank ACH Account	167,151	-0-
1090	Petty Cash Account	378	-0-
1280	El Dorado Savings	-0-	424,472
1290	Edward Jones	-0-	1,100,545
1320	Other Receivable	119	-0-
1410	Assessments Receivable	3,745	-0-
1415	Allowance for Bad Debt	-0-	-0-
1501	Prepaid Expenses	-0-	-0-
1505	Other Prepaid Expenses	1,152	-0-
1511	Prepaid Taxes	-0-	-0-
1475	Due From Operating	-0-	-0-
1502	Workers' Comp Deposit	-0-	-0-
1520	Property & Equipment	177,086	-0-
1530	Less: Accum. Depreciation	(160,104)	-0-
	TOTAL ASSETS	<u>\$ 528,119</u>	<u>\$ 1,525,017</u>

LIABILITIES & FUND BALANCES

LIABILITIES			
3010	Accounts Payable	\$ 9,693	\$ -0-
3011	Accrued Accounts Payable	-0-	-0-
3015	Replacement Accounts Payables	-0-	-0-
2055	Deferred Charter Revenue	7,380	-0-
2035	Accrued Payroll Taxes & Workers' Comp	200,972	-0-
2040	Accrued Salaries & Wages	15,405	-0-
2041	Accrued Vacation	15,479	-0-
2045	Homeowners Dues Paid In Advance	19,074	-0-
2034	Escrow Deposits	-0-	-0-
2000	Income Taxes Payable - Federal	-0-	-0-
2001	Income Taxes Payable - Franchise	-0-	-0-
2120	Due To Replacement	-0-	-0-
	TOTAL LIABILITIES	<u>268,003</u>	<u>-0-</u>
FUND BALANCES			
3100	Operating Fund Balance	261,204	-0-
3900	Replacement Fund Balance	-0-	1,531,757
	Current Year Net Revenue (Expense)	(1,088)	(6,740)
	TOTAL FUND BALANCES	<u>260,116</u>	<u>1,525,017</u>
	TOTAL LIABILITIES & FUND BALANCES	<u>\$ 528,119</u>	<u>\$ 1,525,017</u>

SUBSTANTIALLY ALL DISCLOSURES
HAVE BEEN OMITTED

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TENTATIVE AND PRELIMINARY
FOR DISCUSSION PURPOSES ONLY

Lake Forest Glen Homeowners Association Board Meeting *AGENDA* Saturday, March 20, 2021

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

STATEMENT OF OPERATING FUND REVENUE & EXPENSES

For the Month Ended January 31, 2021

And Year-to-date Period January 1, 2020 to January 31, 2021

See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
REVENUE					
5010 Dues Assessments	\$ 86,580	\$ 86,580	\$ 1,038,960	8%	\$ 952,380
5011 Less: Dues Allocated to Replacement Fund	(32,295)	(32,295)	(387,543)	8%	(355,248)
5110 Interest Income	274	274	150	183%	(124)
5250 Late Fees & Interest	-0-	-0-	1,500	0%	1,500
5260 Transfer Fee Income	600	600	1,500	40%	900
5290 Miscellaneous Income	875	875	1,350	65%	475
TOTAL REVENUE	56,034	56,034	655,917	9%	599,883
EXPENSES SCHEDULE ATTACHED					
Landscaping	10,887	10,887	103,148	11%	92,261
Utilities	5,037	5,037	56,200	9%	51,163
Pool & Tennis Expenses	5,461	5,461	77,667	7%	72,206
Repairs & Maintenance	14,138	14,138	170,493	8%	156,355
Administrative Expenses	20,839	20,839	248,408	8%	227,569
8150 Depreciation	760	760	9,124	8%	8,364
6001 Property Tax	-0-	-0-	-0-	0%	-0-
8151 Provision for Federal Income Tax	-0-	-0-	-0-	0%	-0-
8152 Provision for Franchise Tax	-0-	-0-	874	0%	874
TOTAL EXPENSES	57,122	57,122	665,914	9%	608,792
EXCESS OF REVENUE OVER (UNDER) EXPENSES	\$ (1,088)	\$ (1,088)	\$ (9,997)		\$ (8,909)

SUBSTANTIALLY ALL DISCLOSURES
HAVE BEEN OMITTED.

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TENTATIVE AND PRELIMINARY
FOR DISCUSSION PURPOSES ONLY

Lake Forest Glen Homeowners Association Board Meeting *AGENDA* Saturday, March 20, 2021

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

STATEMENT OF REPLACEMENT FUND REVENUE & EXPENSES

For the Month Ended January 31, 2021

And Year-to-date Period January 1, 2020 to January 31, 2021

See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
REVENUE					
5100 Replacement Allocation	\$ 32,295	\$ 32,295	\$ 387,543	8%	\$ 355,248
3115 Investment Interest	-0-	-0-	-0-	0%	-0-
TOTAL REVENUE	32,295	32,295	387,543	8%	355,248
EXPENSES					
9140 Site BMP Requirements/Landscape	-0-	-0-	147,900	0%	147,900
9151 Bldg Brick & Cement	-0-	-0-	-0-	0%	-0-
9152 Bldg Siding/Trim/Fascia/Painting	-0-	-0-	114,750	0%	114,750
9153 Buildings/Storage/Lockers	39,035	39,035	-0-	0%	(39,035)
9160 Roofs - All	-0-	-0-	55,080	0%	55,080
9170 Asphalt Crack Fill	-0-	-0-	9,690	0%	9,690
9171 Asphalt Resurfacing	-0-	-0-	-0-	0%	-0-
9173 Asphalt Sealing Striping	-0-	-0-	-0-	0%	-0-
9174 Foot Paths	-0-	-0-	-0-	0%	-0-
9180 Pools/Replastering/Tile	-0-	-0-	-0-	0%	-0-
9181 Pools/Decking/Fences/Gates	-0-	-0-	-0-	0%	-0-
9182 Pools/Equipment & Mechanical	-0-	-0-	6,120	0%	6,120
9183 Pool Replacement/Kids/Adults	-0-	-0-	-0-	0%	-0-
9184 Pools-Furniture	-0-	-0-	-0-	0%	-0-
9185 Playground Equipment	-0-	-0-	-0-	0%	-0-
9190 Tennis/Paint Stripe	-0-	-0-	-0-	0%	-0-
9191 Tennis Equipment	-0-	-0-	-0-	0%	-0-
9192 Tennis #1 and #2 Resurface	-0-	-0-	-0-	0%	-0-
9193 Tennis #3 and #4 Resurface	-0-	-0-	-0-	0%	-0-
9200 Office Equipment	-0-	-0-	-0-	0%	-0-
9201 Computer	-0-	-0-	-0-	0%	-0-
9202 Office Furniture	-0-	-0-	-0-	0%	-0-
9210 1/2 Ton Truck	-0-	-0-	40,800	0%	40,800
9211 3/4 Ton Truck	-0-	-0-	-0-	0%	-0-
9212 Snow Removal Equipment	-0-	-0-	-0-	0%	-0-
9220 Perimeter Fence	-0-	-0-	510	0%	510
9221 Privacy Fences	-0-	-0-	-0-	0%	-0-
9300 Provision for Federal Income Tax	-0-	-0-	-0-	0%	-0-
9301 Provision for Franchise Tax	-0-	-0-	72	0%	72
TOTAL EXPENSES	39,035	39,035	374,922	10%	335,887
EXCESS OF REVENUE OVER (UNDER) EXPENSES	\$ (6,740)	\$ (6,740)	\$ 12,621		\$ 19,361

SUBSTANTIALLY ALL DISCLOSURES
HAVE BEEN OMITTED.

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TENTATIVE AND PRELIMINARY
FOR DISCUSSION PURPOSES ONLY

Lake Forest Glen Homeowners Association Board Meeting *AGENDA* Saturday, March 20, 2021

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1

SCHEDULE 1 - OPERATING EXPENSES
 For the Month Ended January 31, 2021
 And Year-to-date Period January 1, 2020 to January 31, 2021
 See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
LANDSCAPING EXPENSES					
7000 Salaries - Foreman	\$ 2,888	\$ 2,888	\$ 33,374	9%	\$ 30,486
7010 Salaries - Seasonal	4,527	4,527	46,130	10%	41,603
7020 Employer Costs	1,322	1,322	12,045	11%	10,723
7030 Plants	-0-	-0-	-0-	0%	-0-
7031 Irrigation	-0-	-0-	1,000	0%	1,000
7032 Fertilizers	-0-	-0-	1,099	0%	1,099
7033 Hardscape	-0-	-0-	700	0%	700
7035 Equipment	-0-	-0-	150	0%	150
7036 Equipment Maintenance	-0-	-0-	100	0%	100
7040 Pest Control	2,150	2,150	8,000	27%	5,850
7050 Other/Uniforms & Safety	-0-	-0-	550	0%	550
TOTAL LANDSCAPING	10,887	10,887	103,148	11%	92,261
UTILITIES EXPENSES					
7111 Electricity	862	862	9,400	9%	8,538
7121 Gas	31	31	300	10%	269
7131 Sewer	187	187	500	37%	313
7151 Garbage	3,957	3,957	46,000	9%	42,043
TOTAL UTILITIES	5,037	5,037	56,200	9%	51,163
POOL & TENNIS EXPENSES					
7200 Salaries - Foreman	1,925	1,925	22,249	9%	20,324
7210 Salaries - After Hours Personnel	600	600	16,281	4%	15,681
7220 Employer Costs	640	640	5,837	11%	5,197
7230 Repairs & Maintenance Equipment	90	90	1,200	8%	1,110
7231 Repairs & Maintenance Tennis Courts	-0-	-0-	100	0%	100
7232 Fences & Gates	-0-	-0-	300	0%	300
7233 Decking & Tile	-0-	-0-	100	0%	100
7240 Supplies/Chemicals	-0-	-0-	6,750	0%	6,750
7241 Supplies/Restrooms	-0-	-0-	750	0%	750
7242 Supplies/Uniforms & Training	-0-	-0-	-0-	0%	-0-
7250 Utilities	2,206	2,206	21,500	10%	19,294
7260 Other/Permits	-0-	-0-	2,600	0%	2,600
TOTAL POOL & TENNIS	\$ 5,461	\$ 5,461	\$ 77,667	7%	\$ 72,206

SUBSTANTIALLY ALL DISCLOSURES
 HAVE BEEN OMITTED.

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TENTATIVE AND PRELIMINARY
 FOR DISCUSSION PURPOSES ONLY

Lake Forest Glen Homeowners Association Board Meeting *AGENDA* Saturday, March 20, 2021

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1

SCHEDULE 1 - OPERATING EXPENSES EXPENSES

For the Month Ended January 31, 2021
And Year-to-date Period January 1, 2020 to January 31, 2021

See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
REPAIRS & MAINTENANCE EXPENSES					
7300 Salaries - Foreman	\$ 2,407	\$ 2,407	\$ 27,811	9%	\$ 25,404
7310 Salaries - Seasonal	3,853	3,853	46,130	8%	42,277
7320 Employers Costs	1,194	1,194	11,202	11%	10,008
7330 Painting Labor/Material	-0-	-0-	400	0%	400
7340 Road Maintenance	-0-	-0-	500	0%	500
7350 Roof Maintenance	-0-	-0-	200	0%	200
7360 Plumbing - Water	-0-	-0-	300	0%	300
7361 Fire Box Inspection	-0-	-0-	-0-	0%	-0-
7370 Building Maintenance	-0-	-0-	4,650	0%	4,650
7371 Entries/Porches	-0-	-0-	-0-	0%	-0-
7372 Storage/Utility Sheds	-0-	-0-	-0-	0%	-0-
7373 Maintenance Shed & Fence	-0-	-0-	-0-	0%	-0-
7374 Privacy Fences	-0-	-0-	1,250	0%	1,250
7375 Perimeter Fence	-0-	-0-	1,250	0%	1,250
7376 Fire Extinguishers	-0-	-0-	1,300	0%	1,300
7380 Electrical	-0-	-0-	3,000	0%	3,000
7390 Contract Sewer	250	250	3,000	8%	2,750
7400 Snow Removal Contract	5,200	5,200	50,000	10%	44,800
7401 Snow Removal/In House	-0-	-0-	2,000	0%	2,000
7402 Snow Removal/Supplies	-0-	-0-	2,000	0%	2,000
7410 Truck Operation/Gasoline	746	746	8,000	9%	7,254
7411 Truck Operation/Supplies	-0-	-0-	500	0%	500
7412 Truck Operation/Repairs	424	424	3,500	12%	3,076
7420 Supplies/General	-0-	-0-	2,000	0%	2,000
7421 Tools & Equipment	64	64	500	13%	436
7430 Other/Uniforms	-0-	-0-	1,000	0%	1,000
TOTAL REPAIRS & MAINTENANCE	14,138	14,138	170,493	8%	156,355
ADMINISTRATIVE EXPENSES					
8000 Salaries Manager	2,407	2,407	27,811	9%	25,404
8001 Salaries Secretary	3,752	3,752	40,860	9%	37,108
8010 Employee Benefits	2,038	2,038	34,545	6%	32,507
8011 Employer Costs	1,109	1,109	9,892	11%	8,783
8020 Security Patrol	465	465	6,000	8%	5,535
8030 Accounting Fees	2,064	2,064	24,000	9%	21,936
8040 Audit Fees	-0-	-0-	4,000	0%	4,000
8050 Legal Fees	-0-	-0-	2,500	0%	2,500
8060 Insurance	7,317	7,317	79,000	9%	71,683
8070 Copying & Postage	196	196	3,000	7%	2,804
8080 Supplies	-0-	-0-	3,000	0%	3,000
8090 Telephone	640	640	6,800	9%	6,160
8100 Travel Expense	-0-	-0-	5,000	0%	5,000
8110 Training	-0-	-0-	-0-	0%	-0-
8120 Other/Computer	851	851	2,000	43%	1,149
Bad Debt Expenses	-0-	-0-	-0-	0%	-0-
TOTAL ADMINISTRATIVE	\$ 20,839	\$ 20,839	\$ 248,408	8%	\$ 227,569

SUBSTANTIALLY ALL DISCLOSURES
HAVE BEEN OMITTED.

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TENTATIVE AND PRELIMINARY
FOR DISCUSSION PURPOSES ONLY