

## LFG HOA Board Meeting \*AGENDA\* Saturday, July 23<sup>rd</sup>, 2022, 8:30 AM

Board meeting to be held at the Association Office

Page	Agenda Item	Lead	Purpose   Current Status
	Meeting call to order	Mark	Record attendance, confirm quorum of BOD
1-4	<b>Approval of Minutes:</b> 6/18/2022 Meeting Minutes	Board	Approve and post to website
	<b>Homeowner Hearing/Correspondence:</b>	N/A	None
5	<b>Action Items from 6/18/22 Meeting:</b> <b>Action item #1:</b> Architectural request Unit #203 <b>Action item #2:</b> Board survey responses <b>Action item #3:</b> Governing docs rewrite input from board  <b>Action item #4:</b> Admin Committee meeting  <b>Action item #5:</b> Homeowner Contact list	Alan M  Jim C Alan N   Mark P, Jason K  Alan M, Jessica T	See Committee reports  Attached Q5 & Q6 (still need Q7, Q9, Q10) Alan N has arranged for attorney Brian Henley to remotely attend meeting at some point during this meeting. Alan N stated he would appreciate feedback from other board members as requested. Discuss status of rewrite draft from Brian Henley at the meeting Committee met Thursday 6/23/22 at 6PM remotely. Will be discussed further in the Committee Section Alan and Jessica are working when possible to develop up to date contact list
	<b>Old Business:</b> <b>OB #1:</b> Pool/bath/footpath ADA project	Alan M	Will provide updates at meeting
Attachments A1-A18	<b>New Business:</b> <b>NB #1:</b> Required mailing #2	Board	Review and discuss attached documents for mailing #2 which is required to go out August 2 <sup>nd</sup> . See attachment A for all documents at the end of agenda packet
6-7	<b>Committee Reports:</b> <b>CR #1:</b> Architectural Committee  <b>CR #2:</b> Admin Committee	Doug O  Mark P, Jason K	Architectural chairman, Doug will discuss attached request from unit 203 at the meeting Committee chairman to provide the current status of the management transition options. Committee members to discuss and provide a recommendation to the board concerning the management transition, with final direction from the board requested thereafter.
8-12 13-15	<b>Financials:</b> <b>F #1:</b> May Monthly Financials <b>F #2:</b> Insurance	Jason Alan M, Jason	Discuss at meeting Apparently, Farmers Insurance did a site survey. They responded with an email to our agent Rich

	<b>F #3: 2022/2023 Budget Draft</b>	Jason	Votaw (see page 13). Rich called Alan and asked if he would provide a response (response on page 14). Farmers sent a renewal confirmation to Rich with only a 15% increase in insurance, YAHOO! Final draft attached in an email folder with a few summary pages in <i>Attachment A</i> . Board to discuss/make changes and approve for the mailing on August 2 <sup>nd</sup>
	<b>Open Session: OS #1: Board/Homeowners future topics / non-agenda items</b>	All	Discuss at meeting
	<b>Executive Session</b>	N/A	None
	<b>Meeting adjourns</b>	Mark P	Motion: Second: All in favor, Time:

**LFG HOA Board Meeting \*MINUTES\* Saturday, June 18<sup>th</sup>, 2022, 8:30 AM**  
**Microsoft Teams Virtual**

Page	Agenda Item	Lead	Discussion   Action
	Meeting call to order	Mark	<b>8:23 AM</b>
	Persons present	Mark	<b>Directors:</b> Mark Pierpoint, Jason Kary, Jim Cochrane, Jessica Taft, Barbara Schoen, Josette Reina, Alan Nelson, <b>Manager:</b> Alan Miescke <b>Homeowners:</b> Bill Schoen, Karin Regnsterom, Mary Fleming, Kathy Livermore, Linda Meckel, Barry & Lisa Thelen, Jim Hansen, Colleen, Sandra Edson <b>LFG HOA Attorney:</b> Richard Fong <b>Absent:</b> Doug O'neal
1-6	<b>Action item #5:</b> Alan to contact HOA attorney Richard Fong  <b>Action item #5 attachments (By Page Number)</b> <ol style="list-style-type: none"> <li>1. Alan's action/email to Richard Fong</li> <li>2. Written response from Richard Fong</li> <li>3. Spectrum representative response, and Fong's response to representative</li> <li>4. Homeowner correspondence Bill Matheson</li> <li>5. Contract proposal explanation sent to all homeowners with ballot</li> <li>6. Homeowner correspondence Jessica Taft</li> </ol>	Board	May 20 <sup>th</sup> LFG Attorney Richard Fong: As written in the legal summary provided <ol style="list-style-type: none"> <li>1. The spectrum proposed Wi-Fi/TV bulk contract proposal for LFG is not an assessment expense authorized by the CC&amp;R's.</li> <li>2. LFG does not have the legal authority to pay Spectrum from the member's regular assessment payments because it is not an authorized common expense</li> <li>3. Richard stated that a future solution would be a restating (not amended) of the appropriate sections of the CC&amp;R's redefining the common expenses the HOA is authorized to incur</li> </ol>
	Discussion	Josette	Motion to accept legal opinion to not allow Spectrum bulk proposal.
		Jessica	Second – with request for additional motion to include the future possibility of amending CC&R's to allow this type (or other) of proposal
		Josette	Ok to add this motion
		Board	All present provided input
	Vote to accept motion #1	Board	Ayes – Jason, Alan, Jessica, Josette, Nays – Barbara, Jim Motion Passed
	Vote to accept motion #2	Board	Ayes – Jason, Alan, Josette, Barbara, Jim Nays – Jessica Motion Passed

7-9	<b>Approval of Minutes:</b> 5/14/2022 Meeting Minutes	Barbara Schoen Jim Cochrane	Motion to Approve  Second  All in favor – Motion passed
10-11	<b>Homeowner Hearing/Correspondence:</b> Unit 203 architectural request to install roof sun tunnel	Board	Action: Alan to send request and detail to architectural committee
12-15	<b>Action Items from Last Meeting:</b> <b>Action item #1:</b> TCPUD from homeowner  <b>Action item #2:</b> Fine notices  <b>Action item #3:</b> Post approved 5/14/22 minutes <b>Action item #4:</b> Board members to provide Alan M with summary of assigned questions of survey  <b>Action item #5:</b> See above (Spectrum)  <b>Action item #6:</b> Chairman of architectural committee to look into “roll back type” exterior screen door <b>Action item #7:</b> Alan Nelson to continue working with Brian Henley on the governing documents rewrite  <b>Action item #8:</b> Alan M to send completed RFP docs to 6 different property management companies and 1 individual	Alan M  Alan M  Alan M  Board  Board  Doug  Alan N  Alan M  Mark  Josette	<b>No Discussion</b>  <b>No Discussion</b>  Done. <b>No Discussion</b>  As of 6/13/22 received Q2-Q5 (see attachments 12-15) – <b>Action:</b> Board members to provide Alan with Q6, Q7, Q9, Q10. Once all received Mark will post all summaries on website <b>Discussed Above</b>  Pushed to next meeting  Alan to continue research of current and proposed CC&R’s and Bylaws. <b>Action:</b> Need input from other Board members. <b>Action:</b> Alan N to get attorney Henley to provide completed draft of CC&R’s and Bylaws to all board members ASAP  Done – Sent RFP to 6 property management companies, 1 individual Sent Email Friday 6/17/22 to all committee members, Board members, manager. Contents: 1. RFP complete from 2 property management companies 2. Resumes of 4 final individuals for GM position 3. Committee to meet 6PM Thursday 6/23/22 to discuss information provided and decide on recommendation to the Board  Must keep Juan and Alfonzo

	<p><b>Action item #9:</b> Barbara Schoen to provide Alan M with picnic notice to be sent to homeowners. Once received Alan M to mail to all homeowners.</p> <p><b>Action item #10:</b> Board members to provide Jessica Taft with information for the newsletter</p>	<p>Jessica</p> <p>Mark</p> <p>Alan M</p> <p>Board</p>	<p>How much input wanted by the committee from other Board members?</p> <p>The summary and recommendations to come from the committee (mark, Jason, committee members and Alan M). Final discussion at July meeting</p> <p>Done</p> <p>Done</p>
	<p><b>Old Business:</b></p> <p><b>OB #1:</b> Pool/bath/footpath project</p> <p><b>OB #2:</b> Lawn renovation</p>	<p>Alan M</p> <p>Alan M</p>	<p>Alan talked with building department head of plan check. He sent Alan the current list of requested information that was also sent to contractor and engineer. Alan called contractor and had discussion. Engineer called the next day, sent complete planner vision #3, which provided all requested building department information. Plans sent to building department. This should be final correspondence to allow for final permit. Work on site progressing as allowed at this point.</p> <p>Peter with Green Thumb Landscaping to meet, determine scope and cost of aeration and thatching in the fall. It is too hot until then. Alan is still trying to get second landscaping contractor involved.</p>
16-18	<p><b>New Business:</b></p> <p><b>NB #1:</b> Homeowner contact options</p>	<p>Alan M</p> <p>Board</p>	<p>Alan N, Roxanne, Jessica Taft, and Matt Shane (IT contractor) have helped Alan M to simplify mailing groups on computer.</p> <p>Leave current options in place and continue to develop mailing groups with Jessica.</p>
	<p><b>Committee Reports:</b></p> <p><b>CR #1:</b> Rules &amp; Regs Committee</p> <p><b>CR #2:</b> Admin Committee</p> <p><b>CR #3:</b> Architectural Committee</p> <p><b>CR #4:</b> Landscape Committee</p>	<p>Alan N</p> <p>Mark P</p> <p>Doug O</p> <p>Jim C</p>	<p>Discussed previously</p> <p>Discussed previously</p> <p>Discuss at next meeting</p> <p>Meeting July 9<sup>th</sup> time 9:00am at unit 196</p>
19-23	<p><b>Financials:</b></p> <p><b>F #1:</b> April Monthly Financials</p> <p><b>F #2:</b> April Aging Report</p>	<p>Jason</p> <p>Jason</p>	<p>Expenses on track by percentage (of year). Pool utilities high from January, but total will decrease in the next few months</p> <p>All ok</p>
24-29	<p><b>F #3:</b> 2022/2023 Budget Draft</p>	<p>Board</p>	<p>Treasurer (Jason) gave full report of draft budget. Jason requesting input from BOD with final</p>

		Linda Meckel	<p>approval in July Board meeting, including dues schedule.</p> <p>There is a 40% increase in insurance budgeted, the current CPI is 8.6%.</p> <p>Jason's reviewed operating estimates and necessary increase in dues to cover costs and CPI, manager transition cost and all estimates based on current staffing model.</p> <p>Addressing the low point in dues <b>now</b> is most important.</p>
	<p><b>Open Session:</b></p> <p><b>OS #1:</b> Board future topics / non-agenda items</p> <p><b>OS #2:</b> Member Comments</p>	<p>Kathy L</p> <p>Mark</p> <p>Mark</p> <p>Roxanne</p> <p>Linda M</p>	<p>Thanks to all the Board members over the years. I had a great time. You all were very professional and a pleasure to work alongside of.</p> <p>Nomination letter – Mark stated that there is an additional Board position open (Kathy L) along with the three incumbents Mark, Jason, and Josette.</p> <p>There has been discussion about providing one additional amenities key (2 total). Board agreed to leave as is.</p> <p>Asked the BOD to walk the complex and create a list of visual items that need to be addressed. Alan stated the architectural chairman plans on doing this when he comes up.</p> <p>Stated she very much appreciated the forward projections on the budget and that we should focus any dues increase to key projects and less so on internet and TV.</p>
	<b>Executive Session</b>	Board	None.
	<b>Meeting adjourns</b>	Mark P	11:37 PM

## Survey Question Response

From: jimbcocrane@aol.com (jimbcocrane@aol.com)

To: asmiescke@yahoo.com

Cc: mark\_pierpoint@keysight.com; alanrphmba@comcast.net; jason.kary@keysight.com; bjschoen@me.com; oneal3dp@yahoo.com; taffjessica@gmail.com; reinaterra74@hotmail.com

Date: Monday, June 27, 2022, 02:10 PM PDT

Alan,

Here are my comments on the recent homeowner's survey on Landscaping

### Question 5

*How would you rate your satisfaction with the following HOA amenities?*

#### **Landscaping**

Adding in the write ins, 41% of the homeowners were most satisfied or gave landscaping an A grade. Other responses were: 29% gave landscaping a B grade, 22% gave landscaping a C grade 4.5% gave landscaping a D grade and 4 homeowners gave landscaping a failed grade.

The good news was that 41% of the homeowners out of the 131 that responded gave the Glen an A grade. Juan and Alfonso have done an excellent job in maintaining our grounds and it was good to see them receive credit for the hard work that they have done to maintain the appearance of the Glen. Certainly think what has been done over the past 15 years deserves a high grade. However, in my mind it could be better. And that was probably in the minds of the homeowners who gave landscaping the lower grades.

### Question 6

*If additional landscaping changes were to be made to improve the enjoyment of being at the Glen, which landscape areas do you think are the most need of an upgrade? The 5 areas listed included: The main entrance, the back entrance, the Gazebo, other common area and the garden area in front of each unit.*

The area with the highest priority for an upgrade was the garden area in front of each unit. Over 50% of the people responding had this upgrade as their highest priority. The lowest priority for an upgrade was the front entrance which can be interpreted as meaning that they were happy with how it looks.

In years 2007 and 2008, an upgrade was made to the garden area in front of each unit. On the recommendation of the fire department all the Juniper bushes in front of each unit was removed because of the high fire danger of the bush. And to minimize the cost of the upgrade, existing shrubs and trees were left "as is". Planting was only done in the blank spots. Most of the shrubs and trees that were planted survived. However, most of the flowers perished from either the April frost or the lack of water in the summer months. Replanting flowers in front of each unit would be a good upgrade and would add color to the Glen. The survival rate of the flowers could be greatly enhanced by planting after the Memorial Day holiday and making sure each flower has a water source

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**LAKE FOREST GLEN**  
Homeowners Association

P.O. Box 6207 • TAHOE CITY, CA • 96145-6207  
3101 LAKE FOREST ROAD  
(530) 583-2307 • Fax (530) 583-2324

Email: admin@lfghoa.com Website: lfghoa.com

Date: 5/26/2022

**\*\*\*ARCHITECTURAL MODIFICATION REQUEST FORM\*\*\***

Any unit owner wishing to make an addition/alteration to the inside or outside of a unit, must complete and return this form to the Lake Forest Glen HOA Office, 3101 Lake Forest Road, Tahoe City, CA 96145

Work may not begin until this request has been approved.

.....  
(Please print)

Owner's Name Kathy & Tony Thompson  
Unit # 203 Phone (s) # 530 718 8228 (K) 530 718 8260 (T)

This request form submitted to the Lake Forest Glen Board of Directors shall include (if applicable) the following information:

- 1) Structural Plans
- 2) Building Permit
- 3) Detailed Specifications
- 4) General Purpose & Description - as defined by the Third Restated CC&R's of Lake Forest Glen, Section 11.2(e) i thru v, as follows...

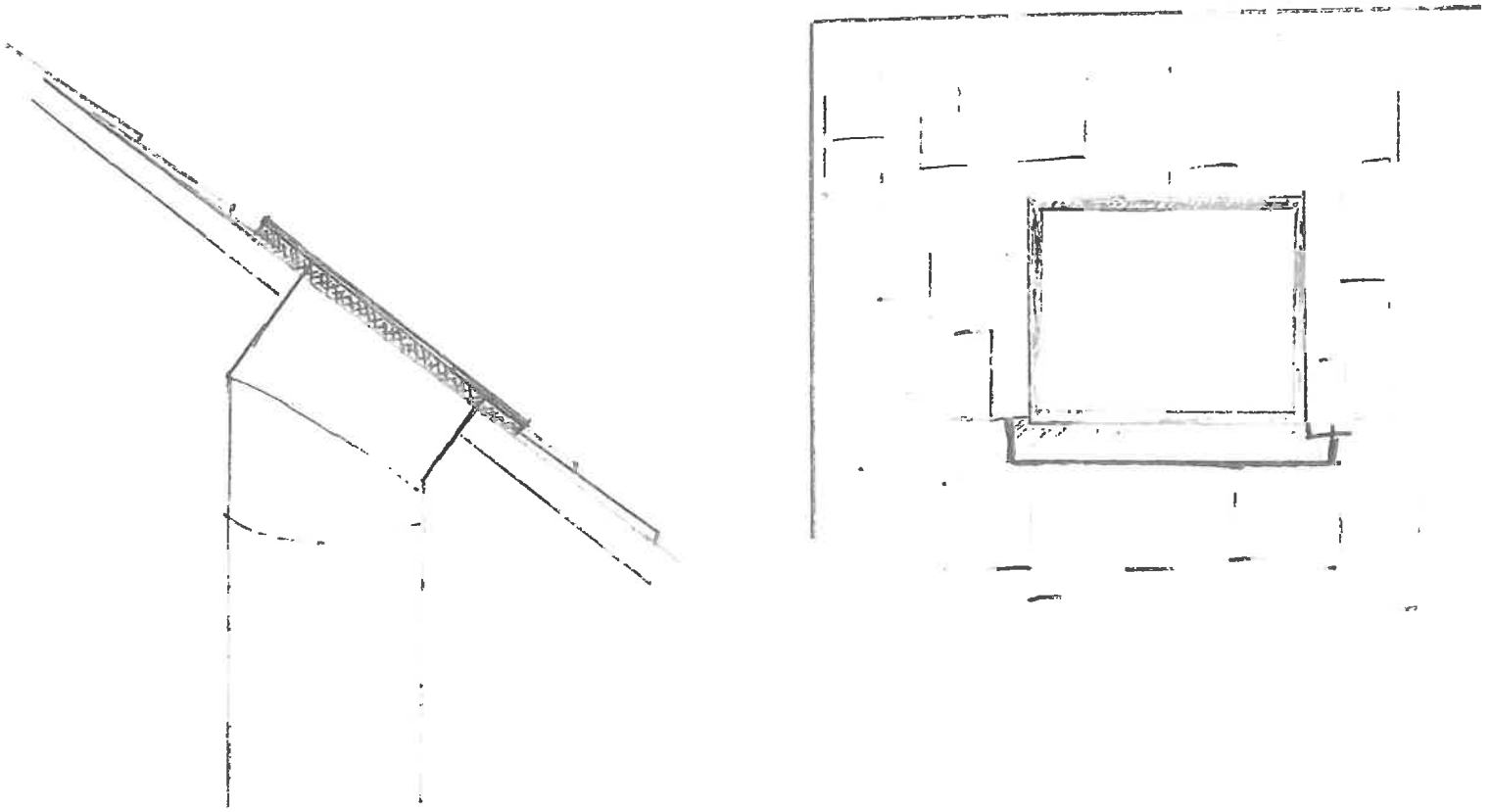
[11.2] Procedure to Obtain Architectural Approval. The procedures to apply for approval to make exterior modifications to the Member's separate interest or to the common area as follows:

- (e) The application shall include, but is not limited to, the following information to the extent it is pertinent:
  - (i) A complete description of the proposed change; any color modification shall include a color swatch and the brand of paint to be used;
  - (ii) Any structural change shall include competent drawings that are easily understood with to-scale measurements;
  - (iii) In the event a building permit is required by the governing authority, a copy of all plans required to be submitted for the permit process;
  - (iv) Any work that requires a building permit shall be performed only by a licensed professional or tradesman. Said professional or tradesman shall be approved by the Board of Directors or its designee(s) and shall provide proof of their license and worker's compensation and liability insurance prior to the commencement of any work;
  - (v) All building permits or copies thereof shall be presented to the Board of Directors or its designee(s) prior to the commencement of work.

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Velux 14 in. Flat Glass SUN TUNNEL Tubular  
skylight with Rigid Tunnel and Low Profile Flashing.



LFG # 203 Request for low profile

skylight installed on south facing low slope

pitch portion of roof directly above

stair well. Installed by Quality Roofing.

Model # TLR 014 2000 SKU # 10002R5705.

Home Depot.

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

BALANCE SHEET

May 31, 2022

See Independent Accountants' Compilation Report

ASSETS		OPERATING FUND	REPLACEMENT FUND
ASSETS			
1040	Operating Checking Account	\$ 314,695	\$ -0-
1045	Deferred Compensation Account	207,521	-0-
1060	US Bank ACH Account	-0-	-0-
1090	Petty Cash Account	557	-0-
1280	El Dorado Savings	-0-	240,653
1290	Edward Jones	-0-	1,475,185
1320	Other Receivable	-0-	-0-
1410	Assessments Receivable	4,218	-0-
1415	Allowance for Bad Debt	-0-	-0-
1501	Prepaid Expenses	8,444	-0-
1505	Other Prepaid Expenses	345	-0-
1511	Prepaid Taxes	-0-	-0-
1475	Due From Operating	-0-	(89)
1502	Workers' Comp Deposit	-0-	-0-
1520	Property & Equipment	177,086	-0-
1530	Less: Accum. Depreciation	(173,203)	-0-
	<b>TOTAL ASSETS</b>	<u>\$ 539,663</u>	<u>\$ 1,715,749</u>

LIABILITIES & FUND BALANCES

<b>LIABILITIES</b>			
3010	Accounts Payable	\$ 9,305	\$ -0-
3011	Accrued Accounts Payable	2,515	-0-
3015	Replacement Accounts Payables	-0-	-0-
2055	Deferred Charter Revenue	3,870	-0-
2031	Deferred Wages	201,379	-0-
2041	Accrued Vacation	19,892	-0-
2045	Homeowners Dues Paid In Advance	20,619	-0-
2034	Escrow Deposits	-0-	-0-
2000	Income Taxes Payable - Federal	-0-	-0-
2001	Income Taxes Payable - Franchise	125	-0-
2120	Due To Replacement	(89)	-0-
	<b>TOTAL LIABILITIES</b>	<u>257,616</u>	<u>-0-</u>

<b>FUND BALANCES</b>			
3100	Operating Fund Balance	274,629	-0-
3900	Replacement Fund Balance	-0-	1,642,947
	Current Year Net Revenue (Expense)	7,418	72,802
	<b>TOTAL FUND BALANCES</b>	<u>282,047</u>	<u>1,715,749</u>
	<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<u>\$ 539,663</u>	<u>\$ 1,715,749</u>

SUBSTANTIALLY ALL DISCLOSURES  
HAVE BEEN OMITTED.

TENTATIVE AND PRELIMINARY  
FOR DISCUSSION PURPOSES ONLY.

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

STATEMENT OF OPERATING FUND REVENUE & EXPENSES

For the Month Ended May 31, 2022

And Year-to-date Period January 1, 2022 to May 31, 2022

See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
<b>REVENUE</b>					
5010 Dues Assessments	\$ 88,920	\$ 444,600	\$ 1,068,051	42%	\$ 623,451
5011 Less: Dues Allocated to Replacement Fund	(28,962)	(144,809)	(347,541)	42%	(202,732)
5110 Interest Income	37	1,247	3,000	42%	1,753
5250 Late Fees & Interest	76	796	1,500	53%	704
5260 Transfer Fee Income	-0-	-0-	1,500	0%	1,500
5290 Miscellaneous Income	-0-	500	4,200	12%	3,700
<b>TOTAL REVENUE</b>	<b>60,071</b>	<b>302,334</b>	<b>730,710</b>	<b>41%</b>	<b>428,376</b>
<b>EXPENSES SCHEDULE ATTACHED</b>					
Landscaping	10,539	46,717	109,303	43%	62,586
Utilities	8,456	25,542	57,700	44%	32,158
Pool & Tennis Expenses	5,371	39,203	81,720	48%	42,517
Repairs & Maintenance	9,840	70,682	166,081	43%	95,399
Administrative Expenses	17,666	109,999	315,905	35%	205,906
8150 Depreciation	555	2,773	9,124	30%	6,351
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
<b>TOTAL EXPENSES</b>	<b>52,427</b>	<b>294,916</b>	<b>740,707</b>	<b>40%</b>	<b>445,791</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENSES</b>	<b>\$ 7,644</b>	<b>\$ 7,418</b>	<b>\$ (9,997)</b>		<b>\$ (17,415)</b>

SUBSTANTIALLY ALL DISCLOSURES  
HAVE BEEN OMITTED.

TENTATIVE AND PRELIMINARY  
FOR DISCUSSION PURPOSES ONLY.

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION  
 STATEMENT OF REPLACEMENT FUND REVENUE & EXPENSES  
 For the Month Ended May 31, 2022  
 And Year-to-date Period January 1, 2022 to May 31, 2022

See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
<b>REVENUE</b>					
5100 Replacement Allocation	\$ 28,962	\$ 144,809	\$ 347,541	42%	\$ 202,732
5300 Sale of Asset	-0-	-0-	-0-	0%	-0-
3115 Investment Interest	-0-	-0-	-0-	0%	-0-
<b>TOTAL REVENUE</b>	<b>28,962</b>	<b>144,809</b>	<b>347,541</b>	<b>42%</b>	<b>202,732</b>
<b>EXPENSES</b>					
9140 Site BMP Requirements/Landscape	-0-	-0-	-0-	0%	0
9141 BMP Engineering	-0-	-0-	15,000	0%	15,000
9143 Landscape	-0-	-0-	10,000	0%	10,000
9144 Pool Bath Project/ADA	21,640	22,087	125,000	18%	102,913
9151 Bldg Brick & Cement	-0-	-0-	-0-	0%	-0-
9152 Bldg Siding/Trim/Fascia/Painting	16,194	37,982	158,500	24%	120,518
9153 Buildings/Storage/Lockers	-0-	-0-	3,000	0%	3,000
9160 Roofs - All	-0-	-0-	-0-	0%	-0-
9170 Asphalt Crack Fill	-0-	-0-	9,500	0%	9,500
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-	-0-	0%	-0-
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-	-0-	0%	-0-
9211 3/4 Ton Truck	-0-	-0-	-0-	0%	-0-
9212 Snow Removal Equipment	-0-	11,938	70,000	17%	58,062
9220 Perimeter Fence	-0-	-0-	-0-	0%	-0-
9221 Privacy Fences	-0-	-0-	1,000	0%	1,000
9300 Provision for Federal Income Tax	-0-	-0-	-0-	0%	-0-
9301 Provision for Franchise Tax	-0-	-0-	72	0%	72
<b>TOTAL EXPENSES</b>	<b>37,834</b>	<b>72,007</b>	<b>392,072</b>	<b>18%</b>	<b>320,065</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENSES</b>	<b>\$ (8,872)</b>	<b>\$ 72,802</b>	<b>\$ (44,531)</b>		<b>\$ (117,333)</b>

SUBSTANTIALLY ALL DISCLOSURES  
HAVE BEEN OMITTED.

TENTATIVE AND PRELIMINARY  
FOR DISCUSSION PURPOSES ONLY.

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## LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1

SCHEDULE 1 - OPERATING EXPENSES  
 For the Month Ended May 31, 2022  
 And Year-to-date Period January 1, 2022 to May 31, 2022  
 See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
<b>LANDSCAPING EXPENSES</b>					
7000 Salaries - Foreman	\$ 2,948	\$ 14,183	\$ 34,498	41%	\$ 20,315
7010 Salaries - Seasonal	5,488	25,357	50,654	50%	25,297
7020 Employer Costs	929	5,570	12,901	43%	7,331
7030 Plants	-0-	156	-0-	0%	(156)
7031 Irrigation	214	214	1,000	21%	786
7032 Fertilizers	335	335	1,099	30%	764
7033 Hardscape	-0-	-0-	1,451	0%	1,451
7035 Equipment	-0-	-0-	150	0%	150
7036 Equipment Maintenance	-0-	-0-	100	0%	100
7040 Pest Control	625	625	7,000	9%	6,375
7050 Other/Uniforms & Safety	-0-	277	450	62%	173
<b>TOTAL LANDSCAPING</b>	<b>10,539</b>	<b>46,717</b>	<b>109,303</b>	<b>43%</b>	<b>62,586</b>
<b>UTILITIES EXPENSES</b>					
7111 Electricity	197	3,843	9,400	41%	5,557
7121 Gas	36	237	400	59%	163
7131 Sewer	197	1,212	900	135%	(312)
7151 Garbage	8,026	20,250	47,000	43%	26,750
<b>TOTAL UTILITIES</b>	<b>8,456</b>	<b>25,542</b>	<b>57,700</b>	<b>44%</b>	<b>32,158</b>
<b>POOL &amp; TENNIS EXPENSES</b>					
7200 Salaries - Foreman	1,965	9,455	22,999	41%	13,544
7210 Salaries - After Hours Personnel	1,080	4,980	17,878	28%	12,898
7220 Employer Costs	420	2,555	6,193	41%	3,638
7230 Repairs & Maintenance Equipment	-0-	1,503	1,200	125%	(303)
7231 Repairs & Maintenance Tennis Courts	13	918	100	918%	(818)
7232 Fences & Gates	222	445	250	178%	(195)
7233 Decking & Tile	-0-	-0-	100	0%	100
7240 Supplies/Chemicals	22	3,953	6,750	59%	2,797
7241 Supplies/Restrooms	-0-	-0-	750	0%	750
7242 Supplies/Uniforms & Training	-0-	-0-	-0-	0%	-0-
7250 Utilities	1,649	13,287	23,500	57%	10,213
7260 Other/Permits	-0-	2,107	2,000	105%	(107)
<b>TOTAL POOL &amp; TENNIS</b>	<b>\$ 5,371</b>	<b>\$ 39,203</b>	<b>\$ 81,720</b>	<b>48%</b>	<b>\$ 42,517</b>

SUBSTANTIALLY ALL DISCLOSURES  
 HAVE BEEN OMITTED.

TENTATIVE AND PRELIMINARY  
 FOR DISCUSSION PURPOSES ONLY.

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## LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1

SCHEDULE 1 - OPERATING EXPENSES  
EXPENSESFor the Month Ended May 31, 2022  
And Year-to-date Period January 1, 2022 to May 31, 2022  
See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
<b>REPAIRS &amp; MAINTENANCE EXPENSES</b>					
7300 Salaries - Foreman	\$ 2,457	\$ 11,819	\$ 28,748	41%	\$ 16,929
7310 Salaries - Seasonal	3,650	19,239	50,654	38%	31,415
7320 Employers Costs	845	4,829	12,029	40%	7,200
7330 Painting Labor/Material	116	321	400	80%	79
7340 Road Maintenance	-0-	-0-	200	0%	200
7350 Roof Maintenance	-0-	-0-	200	0%	200
7360 Plumbing - Water	-0-	114	1,800	6%	1,686
7361 Fire Box Inspection	-0-	-0-	-0-	0%	-0-
7370 Building Maintenance	907	927	4,000	23%	3,073
7371 Entries/Porches	25	25	-0-	0%	(25)
7372 Storage/Utility Sheds	-0-	-0-	-0-	0%	-0-
7373 Maintenance Shed & Fence	307	634	-0-	0%	(634)
7374 Privacy Fences	-0-	-0-	-0-	0%	-0-
7375 Perimeter Fence	58	453	-0-	0%	(453)
7376 Fire Extinguishers	-0-	-0-	-0-	0%	-0-
7380 Electrical	-0-	86	1,500	6%	1,414
7390 Contract Sewer	3	3	-0-	0%	(3)
7400 Snow Removal Contract	-0-	15,800	50,000	31%	34,400
7401 Snow Removal/In House	-0-	6,800	1,000	680%	(5,800)
7402 Snow Removal/Supplies	22	309	-0-	0%	(309)
7410 Truck Operation/Gasoline	1,094	4,966	8,000	62%	3,034
7411 Truck Operation/Supplies	-0-	-0-	500	0%	500
7412 Truck Operation/Repairs	-0-	3,229	2,750	117%	(479)
7420 Supplies/General	161	246	2,500	10%	2,254
7421 Tools & Equipment	195	1,082	800	135%	(282)
7430 Other/Uniforms	-0-	-0-	1,000	0%	1,000
<b>TOTAL REPAIRS &amp; MAINTENANCE</b>	<b>9,840</b>	<b>70,682</b>	<b>166,081</b>	<b>43%</b>	<b>95,399</b>
<b>ADMINISTRATIVE EXPENSES</b>					
8000 Salaries Manager	2,457	11,819	28,748	41%	16,929
8001 Salaries Secretary	-0-	11,018	46,260	24%	35,242
8010 Employee Benefits	1,576	14,729	35,927	41%	21,198
8011 Employer Costs	412	3,204	10,078	32%	6,874
8020 Security Patrol	577	2,548	6,400	40%	3,852
8030 Accounting Fees	1,941	10,962	25,000	44%	14,038
8040 Audit Fees	-0-	4,150	4,100	101%	(50)
8050 Legal Fees	455	735	2,500	29%	1,765
8060 Insurance	8,444	42,216	102,492	41%	60,276
8070 Copying & Postage	554	2,067	3,000	69%	933
8080 Supplies	97	454	2,000	23%	1,546
8090 Telephone	340	2,048	5,400	38%	3,352
8100 Travel Expense	-0-	-0-	8,000	0%	8,000
8110 Training	56	56	-0-	0%	(56)
8120 Other/Computer	757	3,993	36,000	11%	32,007
Bad Debt Expenses	-0-	-0-	-0-	0%	-0-
<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 17,666</b>	<b>\$ 109,999</b>	<b>\$ 315,905</b>	<b>35%</b>	<b>\$ 205,906</b>

SUBSTANTIALLY ALL DISCLOSURES  
HAVE BEEN OMITTED.TENTATIVE AND PRELIMINARY  
FOR DISCUSSION PURPOSES ONLY.

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## LFGHOA Admin

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**From:** Richard Votaw <rvotaw@farmersagent.com>  
**Sent:** Tuesday, June 28, 2022 1:35 PM  
**To:** LFGHOA Admin  
**Subject:** Fw: Lake Forest Glen Unit No. 1 605036536 and umb 605036836

Thanks Again

Thank You

Richard Votaw Lic#0671889

Agent & Owner

Richard Votaw Insurance Agency

Phone 530.583.0294

Fax 530.302.3394

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**From:** Vicki Trindade <vicki.trindade@farmersinsurance.com>  
**Sent:** Monday, June 27, 2022 9:27 AM  
**To:** Richard Votaw <rvotaw@farmersagent.com>  
**Subject:** Lake Forest Glen Unit No. 1 605036536 and umb 605036836

Just finishing the renewals and need you to advise the insured they need to establish a landscape maintenance program, have regular inspections of trees and trim them away from the buildings and remove dry grass and brush. This is a wildfire area and these items contribute to the fire exposure. Please advise when this has been established and how often the work is done.

Vicki Trindade  
Sr. Commercial Underwriter  
California Business Insurance Center  
Office: 1 877 411-4249 ext 37844  
Email vicki.trindade@farmersinsurance.com



Confidential

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6/28/22  
Lake Forest Glen HOA  
3101 Lake Forest Road  
P.O. Box 6207  
Tahoe City, Ca 96145



Hi Vicki,

Thank you for contacting our long time Farmers Agent, Rich Votaw. Rich and I have worked together to eliminate risk hazards and conditions here at Lake Forest Glen for over 30 years. You have rightfully asked me to establish a landscape maintenance plan addressing the wildfire area we are in. I would like to summarize what my approach to this has been for the last 30+ years here at Lake Forest Glen.

Concerning Trees - I have typically used Steve Keeper Tree Service to come here at least twice a year. In the spring to climb healthy trees and remove damaged branches from winter. This is usually the time to remove dead and dying trees as well. In the fall Steve comes back out and cut away branches that are growing toward structures. If a tree has become too large, we contact TRPA and the Forest Service to get permission to remove said tree. When a crane is required (as has happened in the past 2 consecutive years), I employ Timberwolf Tree Service. We have paid them roughly \$3,500 the last 2 years. We have a tree budget in our landscape operating plan of \$7,000/Year. I have required this planned expense in all of my 30 years of preparing the complex landscape plan, and we definitely spend this amount each year.

I have two full time workers to maintain our common areas. This includes roughly 3 acres of lawn, shrubs, perennials, and of course the trees (many of which are deciduous, including apple trees). Each summer (planned for next week) the two men will use commercial weed cutters and cut down all the dry grass, roughly 40 feet wide/ quarter mile long that grows on Lake Forest Glen property and in a protected meadow area belonging to the Tahoe Conservancy. Each year I always cut this defensible space zone between LFG and this meadow for both of our benefits.

Throughout the summer the 2 men manage the irrigation of all shrubs and lawns. Any plants that are not growing well are replaced. We just last summer finished a 2-season project to remove all juniper type shrubs that were planted years ago. The local fire department recommended I do this following a walk through the complex that I requested of them (probably 6 times over the years). Based on the fire department's concern for these types of shrubs we removed them and replaced them with native shrubs, lilacs, etc. Other than this suggestion the local fire department had no other concerns.

Vicki, if you have any suggestions or recommendations on how I can eliminate even more risk I would love to know.

Thank you very much,

Alan Miescke  
General Manager  
LFGHOA



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**Commercial P+e**

**Commercial - UIC**

**LAKE FOREST GLEN UNIT**      Status: **Active**  
 NO.1      Renewal: **9/1/2023**  
 XXX-XX-8704      Monthly: \$103,811.00  
 SIC Code: 8641      Full Term: \$103,811.00  
 Civic and social associations

→ 108,811

Renewal Policy Process Date: 09/01/2023 (future process date - renewal premium estimated). Prior Renewal: \$94,531.00. Current Full Term Premium: \$99,911.70. Current Renewal: \$126,811.00. Premium Change Amount: +\$14,280.00. Premium Change Percent: +15%.

**Premium change - +15% (+14,280)**

**COMMERCIAL UMBRELLA**

**Commercial Umbrella**  
 Limits of Liability: \$10,000,000

**LAKE FOREST GLEN UNIT**      Status: **Active**  
 NO.1      Renewal: **9-1-23**  
 SIC Code: 8641      Monthly: \$6,784.00  
 Civic and social associations      Full Term: \$6,784.00

→ 6,784

Renewal Policy Process Date: 09/01/2023 (future process date - renewal premium estimated). Prior Renewal: \$6,734.00. Current Full Term Premium: \$6,784.00. Current Renewal: \$6,784.00. Premium Change Amount: +\$50.00. Premium Change Percent: +1%.

**Premium change + 1% (+55)**

(15)