

LFG HOA Board Meeting *AGENDA* Saturday, November 19th, 2022, 8:30 AM

The meeting will be held in the office, or you can join virtually. Please check website.

Page	Agenda Item	Lead	Purpose Current Status
	Meeting call to order	Mark	Record attendance, confirm quorum of BOD, record time
	Approval of Minutes: 10/8/2022 Meeting Minutes	Board	Approve and post to website
	Homeowner Hearing/Correspondence: Unit 155	Lauren	Called Liberty Utilities they said it depends on each project. They would investigate to see if the transformer could handle the feed but if not, they would update the transformer so it would be able to handle it.
	Unit 147	Board	Homeowner emailed in. Will discuss at meeting.
	Action Items from 10/8/22 Meeting: Action item #1: Homeowner Hearing/Correspondence Unit 155	Lauren	See in Homeowner Hearing/Correspondence.
	Action item #2: Homeowner Hearing/Correspondence Unit 226	Doug	Doug reworded the exterior lighting section on our Architectural Standards.
	Action item #3: Policy for smokey days, protective clothing	Lauren	Send employees home when the AQI is over 150. We already have glasses, gloves, orange safety jackets, N95 masks. Researched UV protective clothing and there are 4 main companies that carry these. Will have cost break down at meeting.
	Old Business: OB #1: Pool/bath/footpath ADA project	Alan M	9/26 workers showed up to redo the entry tile in sauna. No other changes.
	New Business: NB #1: Board Meetings	Board	Move Board meetings to a weekday meeting rather than Saturday meetings?
	Committee Reports:	Jim	Landscaping
	Financials:		

	F #1: September Monthly Financials	Jason	Discuss at meeting
	Open Session: OS #1: Board/Homeowners future topics / non-agenda items	Mark	Confirmed Board Meeting dates for 2023.
	Executive Session Homeowner Unit Survey	Lauren, Keith, Board	Created spreadsheet of all units. Listed what HOA work needs to be done and listed violations.
	Meeting adjourns	Mark P	Motion: Second: All in favor, Time:

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

BALANCE SHEET
September 30, 2022

See Independent Accountants' Compilation Report

ASSETS		OPERATING FUND	REPLACEMENT FUND
ASSETS			
1040	Operating Checking Account	\$ 311,508	\$ -0-
1045	Deferred Compensation Account	207,521	-0-
1060	US Bank ACH Account	-0-	-0-
1090	Petty Cash Account	471	-0-
1280	El Dorado Savings	-0-	227,184
1290	Edward Jones	-0-	1,475,328
1320	Other Receivable	-0-	-0-
1410	Assessments Receivable	3,535	-0-
1415	Allowance for Bad Debt	-0-	-0-
1501	Prepaid Expenses	-0-	-0-
1505	Other Prepaid Expenses	483	-0-
1511	Prepaid Taxes	-0-	-0-
1475	Due From Operating	-0-	(29,190)
1502	Workers' Comp Deposit	-0-	-0-
1520	Property & Equipment	177,086	-0-
1530	Less: Accum. Depreciation	(175,422)	-0-
	TOTAL ASSETS	<u>\$ 525,182</u>	<u>\$ 1,673,322</u>
LIABILITIES & FUND BALANCES			
LIABILITIES			
3010	Accounts Payable	\$ 14,187	\$ -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	24,351	-0-
2045	Homeowners Dues Paid In Advance	18,058	-0-
2034	Escrow Deposits	-0-	-0-
2000	Income Taxes Payable - Federal	-0-	-0-
2001	Income Taxes Payable - Franchise	125	-0-
2120	Due To Replacement	(29,190)	-0-
	TOTAL LIABILITIES	<u>235,295</u>	<u>-0-</u>
FUND BALANCES			
3100	Operating Fund Balance	274,629	-0-
3900	Replacement Fund Balance	-0-	1,642,947
	Current Year Net Revenue (Expense)	15,258	30,375
	TOTAL FUND BALANCES	<u>289,887</u>	<u>1,673,322</u>
	TOTAL LIABILITIES & FUND BALANCES	<u>\$ 525,182</u>	<u>\$ 1,673,322</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 September 30, 2022

And Year-to-date Period January 1, 2022 to September 30, 2022

See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
REVENUE					
5010 Dues Assessments	\$ 88,920	\$ 800,280	\$ 1,068,051	75%	\$ 267,771
5011 Less: Dues Allocated to Replacement Fund	(28,962)	(260,656)	(347,541)	75%	(86,885)
5110 Interest Income	54	1,414	3,000	47%	1,586
5250 Late Fees & Interest	-0-	1,214	1,500	81%	286
5280 Transfer Fee Income	-0-	900	1,500	60%	600
5290 Miscellaneous Income	-0-	1,200	4,200	29%	3,000
TOTAL REVENUE	60,012	544,352	730,710	74%	186,358
EXPENSES SCHEDULE ATTACHED					
Landscaping	10,442	86,893	109,303	79%	22,610
Utilities	6,173	47,994	57,700	83%	9,706
Pool & Tennis Expenses	7,754	69,858	81,720	85%	11,854
Repairs & Maintenance	15,216	114,764	166,081	69%	51,317
Administrative Expenses	25,980	204,274	315,905	65%	111,631
8150 Depreciation	555	4,992	9,124	55%	4,132
8001 Property Tax	511	511	-0-	0%	(511)
8151 Provision for Federal Income Tax	-0-	-0-	-0-	0%	-0-
8152 Provision for Franchise Tax	-0-	-0-	874	0%	874
TOTAL EXPENSES	66,631	529,094	740,707	71%	211,813
EXCESS OF REVENUE OVER (UNDER) EXPENSES	\$ (6,619)	\$ 15,258	\$ (9,997)		\$ (25,255)

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

STATEMENT OF REPLACEMENT FUND REVENUE & EXPENSES
 For the Month Ended September 30, 2022
 And Year-to-date Period January 1, 2022 to September 30, 2022

See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
REVENUE					
5100 Replacement Allocation	\$ 28,962	\$ 260,656	\$ 347,541	75%	\$ 86,885
5300 Sale of Asset	-0-	-0-	-0-	0%	-0-
3115 Investment Interest	-0-	-0-	-0-	0%	-0-
TOTAL REVENUE	28,962	260,656	347,541	75%	86,885
EXPENSES					
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	5,765	27,853	125,000	22%	97,147
9151 Bldg Brick & Cement	-0-	-0-	-0-	0%	-0-
9152 Bldg Siding/Trim/Fascia/Painting	4,757	183,760	158,500	116%	(25,260)
9153 Buildings/Storage/Lockers	-0-	-0-	3,000	0%	3,000
9160 Roofs - All	-0-	-0-	-0-	0%	-0-
9170 Asphalt Crack Fill	-0-	6,730	9,500	71%	2,770
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
TOTAL EXPENSES	10,522	230,281	392,072	59%	161,791
EXCESS OF REVENUE OVER (UNDER) EXPENSES	\$ 18,440	\$ 30,375	\$ (44,531)		\$ (74,908)

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1

SCHEDULE 1 - OPERATING EXPENSES
For the Month Ended September 30, 2022
And Year-to-date Period January 1, 2022 to September 30, 2022
See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
LANDSCAPING EXPENSES					
7000 Salaries - Foreman	\$ 3,109	\$ 25,653	\$ 34,498	74%	\$ 8,845
7010 Salaries - Seasonal	5,712	47,533	50,654	94%	3,121
7020 Employer Costs	1,235	9,510	12,901	74%	3,391
7030 Plants	-0-	156	-0-	0%	(156)
7031 Irrigation	-0-	352	1,000	35%	648
7032 Fertilizers	91	631	1,099	57%	468
7033 Hardscape	70	70	1,451	5%	1,381
7035 Equipment	-0-	506	150	337%	(356)
7036 Equipment Maintenance	-0-	70	100	70%	30
7040 Pest Control	225	1,935	7,000	28%	5,065
7050 Other/Uniforms & Safety	-0-	277	450	62%	173
TOTAL LANDSCAPING	10,442	88,693	109,303	79%	22,610
UTILITIES EXPENSES					
7111 Electricity	716	7,366	9,400	78%	2,034
7121 Gas	623	905	400	226%	(505)
7131 Sewer	197	2,001	900	222%	(1,101)
7151 Garbage	4,637	37,722	47,000	80%	9,278
TOTAL UTILITIES	6,173	47,994	57,700	83%	9,706
POOL & TENNIS EXPENSES					
7200 Salaries - Foreman	2,073	17,102	22,999	74%	5,897
7210 Salaries - After Hours Personnel	1,720	11,400	17,878	64%	6,478
7220 Employer Costs	539	4,293	6,193	69%	1,900
7230 Repairs & Maintenance Equipment	66	1,922	1,200	150%	(722)
7231 Repairs & Maintenance Tennis Courts	-0-	918	100	918%	(818)
7232 Fences & Gates	(50)	449	250	180%	(199)
7233 Decking & Tile	-0-	783	100	783%	(683)
7240 Supplies/Chemicals	124	7,997	6,750	118%	(1,247)
7241 Supplies/Restrooms	1,125	1,458	750	194%	(708)
7242 Supplies/Uniforms & Training	-0-	-0-	-0-	0%	-0-
7250 Utilities	2,157	21,437	23,500	91%	2,063
7260 Other/Permits	-0-	2,107	2,000	105%	(107)
TOTAL POOL & TENNIS	\$ 7,754	\$ 69,866	\$ 81,720	85%	\$ 11,854

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1

SCHEDULE 1 - OPERATING EXPENSES
EXPENSESFor the Month Ended September 30, 2022
And Year-to-date Period January 1, 2022 to September 30, 2022

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	\$ 2,591	\$ 21,378	\$ 28,748	74%	\$ 7,370
7310 Salaries - Seasonal	4,850	38,039	50,654	75%	12,615
7320 Employers Costs	1,109	8,148	12,029	68%	3,881
7330 Painting Labor/Material	-0-	377	400	94%	23
7340 Road Maintenance	-0-	-0-	200	0%	200
7350 Roof Maintenance	-0-	41	200	21%	159
7360 Plumbing - Water	155	378	1,800	21%	1,422
7381 Fire Box Inspection	-0-	-0-	-0-	0%	-0-
7370 Building Maintenance	463	1,896	4,000	42%	2,304
7371 Entries/Porches	-0-	869	-0-	0%	(869)
7372 Storage/Utility Sheds	-0-	-0-	-0-	0%	-0-
7373 Maintenance Shed & Fence	-0-	634	-0-	0%	(634)
7374 Privacy Fences	-0-	-0-	-0-	0%	-0-
7375 Perimeter Fence	-0-	453	-0-	0%	(453)
7376 Fire Extinguishers	-0-	791	-0-	0%	(791)
7380 Electrical	2,275	2,362	1,500	157%	(862)
7390 Contract Sewer	-0-	(197)	-0-	0%	197
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	688	998	-0-	0%	(998)
7410 Truck Operation/Gasoline	865	8,457	8,000	106%	(457)
7411 Truck Operation/Supplies	579	1,297	500	259%	(797)
7412 Truck Operation/Repairs	1,327	4,556	2,750	166%	(1,806)
7420 Supplies/General	167	518	2,500	21%	1,982
7421 Tools & Equipment	147	1,571	800	186%	(771)
7430 Other/Uniforms	-0-	-0-	1,000	0%	1,000
TOTAL REPAIRS & MAINTENANCE	15,216	114,764	166,081	69%	51,317
ADMINISTRATIVE EXPENSES					
8000 Salaries Manager	2,591	21,378	28,748	74%	7,370
8001 Salaries Secretary	6,813	19,062	46,260	41%	27,198
8010 Employee Benefits	2,212	23,552	35,927	68%	12,375
8011 Employer Costs	574	5,241	10,078	52%	4,837
8020 Security Patrol	485	5,780	6,400	90%	620
8030 Accounting Fees	1,732	18,333	25,000	73%	6,667
8040 Audit Fees	-0-	4,150	4,100	101%	(50)
8050 Legal Fees	-0-	10,161	2,500	406%	(7,661)
8060 Insurance	9,416	78,154	102,492	78%	24,338
8070 Copying & Postage	246	3,691	3,000	123%	(691)
8080 Supplies	396	1,109	2,000	55%	891
8090 Telephone	388	3,410	5,400	63%	1,990
8100 Travel Expense	254	1,550	8,000	19%	6,450
8110 Training	-0-	300	-0-	0%	(300)
8120 Other/Computer	873	8,403	36,000	23%	27,597
Bad Debt Expenses	-0-	-0-	-0-	0%	-0-
TOTAL ADMINISTRATIVE	\$ 25,980	\$ 204,274	\$ 315,905	65%	\$ 111,831

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