

LFG HOA Board Meeting *AGENDA Saturday, November 18th, 2023, 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 Pierpoint	Record attendance, confirm quorum of BOD, Record time
	Approval of Minutes: 10/14/23 Meeting Minutes	Board	Approve and post to website.
8	Homeowner Hearing/Correspondence: Unit 21	Board, Lauren Kettmann	Roof repairs.
	Action Items from 9/16/23 Meeting: Action item #1: Homeowner Handbook	Alan Nelson, Linda Meckel, Barbara Schoen	Received final version of FAQ's. Inserted these into the homeowner handbook, will send out to homeowners on 11/13.
	Action item #2: Heat Tape	Lauren Kettmann	Received quotes from other local electricians. Quotes were almost double the amount of Half Moon Electric. Moving forward with trial run with Half Moon Electric.
	Action item #3: North Lake Fire Department Fire Inspection	Lauren Kettmann	Booked first available appointment with North Lake Fire Department for 1/8/23.
	Action item #4: Update Architectural Standards	Lauren Kettmann	Architectural Standards updated and posted to website.
	Action item #5: Meet with McClintock: Financials	Lauren Kettmann	Met with McClintock, she asked for dates we need the financials by. Once we schedule 2024 board meeting dates.
	Old Business: OB #1: CC&R and By Laws	Board	Currently have 157 votes. What are next steps?
	New Business: NB #1: None.	None.	None.

	Committee Reports: None.	None.	None.
3-7	Financials: F #1: August Financials	Jason Kary	Discuss at meeting.
	Open Session: OS #1: Board/Homeowners future topics / non-agenda items	Board	Discuss at meeting.
	Executive Session	Board	TBD.
	Meeting adjourns		Motion: Second: All in favor: Time:

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

BALANCE SHEET
August 31, 2023

See Independent Accountants' Compilation Report

ASSETS		OPERATING FUND	REPLACEMENT FUND
ASSETS			
1040	Operating Checking Account	\$ 227,237	\$ -0-
1045	Deferred Compensation Account	-0-	-0-
1060	US Bank ACH Account	-0-	-0-
1090	Petty Cash Account	721	-0-
1280	El Dorado Savings	-0-	314,276
1290	Edward Jones	-0-	1,478,912
1320	Other Receivable	-0-	-0-
1410	Assessments Receivable	8,874	-0-
1415	Allowance for Bad Debt	-0-	-0-
1501	Prepaid Expenses	-0-	-0-
1505	Other Prepaid Expenses	1,126	-0-
1511	Prepaid Taxes	-0-	-0-
1475	Due From Operating	-0-	(16,766)
1502	Workers' Comp Deposit	-0-	-0-
1520	Property & Equipment	181,405	-0-
1530	Less: Accum. Depreciation	(162,529)	-0-
	TOTAL ASSETS	<u>\$ 256,834</u>	<u>\$ 1,776,422</u>

LIABILITIES & FUND BALANCES			
LIABILITIES			
3010	Accounts Payable	\$ 25,707	\$ -0-
3011	Accrued Accounts Payable	2,511	-0-
3015	Replacement Accounts Payables	-0-	-0-
2055	Deferred Charter Revenue	3,870	-0-
2031	Accrued Payroll Taxes	-0-	-0-
2040	Accrued Salaries & Wages	16,072	-0-
2041	Accrued Vacation	25,360	-0-
2045	Homeowners Dues Paid In Advance	22,774	-0-
2034	Escrow Deposits	-0-	-0-
2000	Income Taxes Payable - Federal	-0-	-0-
2001	Income Taxes Payable - Franchise	543	-0-
2120	Due To Replacement	(16,766)	-0-
	TOTAL LIABILITIES	<u>80,071</u>	<u>-0-</u>
FUND BALANCES			
3100	Operating Fund Balance	271,990	-0-
3900	Replacement Fund Balance	-0-	1,701,434
	Current Year Net Revenue (Expense)	(95,227)	74,988
	TOTAL FUND BALANCES	<u>176,763</u>	<u>1,776,422</u>
	TOTAL LIABILITIES & FUND BALANCES	<u>\$ 256,834</u>	<u>\$ 1,776,422</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 August 31, 2023

And Year-to-date Period January 1, 2023 to August 31, 2023

See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
REVENUE					
5010 Dues Assessments	\$ 93,600	\$ 748,800	\$ 1,123,200	67%	\$ 374,400
5011 Less: Dues Allocated to Replacement Fund	(31,179)	(249,430)	(374,150)	67%	(124,720)
5110 Interest Income	-0-	-0-	3,000	0%	3,000
5250 Late Fees & Interest	160	320	1,500	21%	1,180
5260 Transfer Fee Income	-0-	900	1,500	60%	600
5290 Miscellaneous Income	200	800	4,200	19%	3,400
TOTAL REVENUE	62,781	501,390	759,250	66%	257,860
EXPENSES SCHEDULE ATTACHED					
Landscaping	14,309	99,497	131,018	76%	31,521
Utilities	5,492	37,733	62,800	60%	25,067
Pool & Tennis Expenses	9,744	99,938	107,910	93%	7,972
Repairs & Maintenance	12,193	171,652	196,697	87%	25,045
Administrative Expenses	23,367	181,768	266,952	68%	85,184
8150 Depreciation	706	6,029	9,124	66%	3,095
6001 Property Tax	-0-	-0-	-0-	0%	-0-
8151 Provision for Federal Income Tax	-0-	-0-	874	0%	874
8152 Provision for Franchise Tax	-0-	-0-	-0-	0%	-0-
TOTAL EXPENSES	65,811	596,617	775,375	77%	178,758
EXCESS OF REVENUE OVER (UNDER) EXPENSES	\$ (3,030)	\$ (95,227)	\$ (16,125)		\$ 79,102

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

STATEMENT OF REPLACEMENT FUND REVENUE & EXPENSES
 For the Month Ended August 31, 2023
 And Year-to-date Period January 1, 2023 to August 31, 2023

See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
REVENUE					
5100 Replacement Allocation	\$ 31,179	\$ 249,430	\$ 374,150	67%	\$ 124,720
5300 Sale of Asset	-0-	-0-	-0-	0%	-0-
5110 Investment Interest	85	(1,144)	-0-	0%	-0-
TOTAL REVENUE	31,264	248,286	374,150	66%	124,720
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	-0-	-0-	65,000	0%	65,000
9151 Bldg Brick & Cement	-0-	-0-	10,000	0%	10,000
9152 Bldg Siding/Trim/Fascia/Painting	53,609	75,212	180,000	42%	104,788
9153 Buildings/Storage/Lockers	3,498	3,498	3,000	117%	(498)
9160 Roofs - All	-0-	-0-	-0-	0%	-0-
9170 Asphalt Crack Fill	-0-	42,760	-0-	0%	(42,760)
9171 Asphalt Resurfacing	-0-	-0-	60,000	0%	60,000
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-	40,000	0%	40,000
9182 Pools/Equipment & Mechanical	-0-	-0-	3,500	0%	3,500
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-	2,500	0%	2,500
9202 Office Furniture	-0-	-0-	-0-	0%	-0-
9210 1/2 Ton Truck	-0-	34,120	-0-	0%	(34,120)
9211 3/4 Ton Truck	-0-	-0-	-0-	0%	-0-
9212 Snow Removal Equipment	-0-	17,708	-0-	0%	(17,708)
9220 Perimeter Fence	-0-	-0-	500	0%	500
9221 Privacy Fences	-0-	-0-	500	0%	500
9300 Provision for Federal Income Tax	-0-	-0-	72	0%	72
9301 Provision for Franchise Tax	-0-	-0-	-0-	0%	-0-
TOTAL EXPENSES	57,107	173,298	390,072	44%	216,774
EXCESS OF REVENUE OVER (UNDER) EXPENSES	\$ (25,843)	\$ 74,988	\$ (15,922)		\$ (92,054)

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1

SCHEDULE 1 - OPERATING EXPENSES
For the Month Ended August 31, 2023
And Year-to-date Period January 1, 2023 to August 31, 2023
See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
LANDSCAPING EXPENSES					
7000 Salaries - Manager	\$ 2,000	\$ 21,910	\$ 24,825	88%	\$ 2,915
7010 Salaries - Staff	7,591	58,811	83,390	71%	24,579
7020 Employer Costs	765	13,948	12,353	113%	(1,595)
7030 Plants	759	759	-0-	0%	(759)
7031 Irrigation	19	19	500	4%	481
7032 Fertilizers	-0-	-0-	1,200	0%	1,200
7033 Hardscape	-0-	-0-	500	0%	500
7035 Equipment	2,126	2,176	800	272%	(1,376)
7036 Equipment Maintenance	189	264	200	132%	(64)
7040 Pest Control	225	900	7,000	13%	6,100
7050 Other/Uniforms & Safety	635	710	250	284%	(460)
TOTAL LANDSCAPING	14,309	99,497	131,018	76%	31,521
UTILITIES EXPENSES					
7111 Electricity	42	246	11,500	2%	11,254
7121 Gas	11	281	400	70%	119
7131 Sewer	211	1,991	900	221%	(1,091)
7151 Garbage	5,228	35,215	50,000	70%	14,785
TOTAL UTILITIES	5,492	37,733	62,800	60%	25,067
POOL & TENNIS EXPENSES					
7200 Salaries - Manager	1,333	14,668	16,550	89%	1,882
7210 Salaries - Staff	4,462	31,961	40,030	80%	8,069
7220 Employer Costs	465	8,250	4,530	182%	(3,720)
7230 Repairs & Maintenance Equipment	77	26	1,000	3%	974
7231 Repairs & Maintenance Tennis Courts	-0-	21	900	2%	879
7232 Fences & Gates	-0-	-0-	300	0%	300
7233 Decking & Tile	-0-	-0-	100	0%	100
7240 Supplies/Chemicals	-0-	9,460	9,000	105%	(460)
7241 Supplies/Restrooms	395	1,027	500	205%	(527)
7242 Supplies/Uniforms & Training	-0-	-0-	-0-	0%	-0-
7250 Utilities	3,012	32,479	33,000	98%	521
7260 Other/Permits	-0-	2,046	2,000	102%	(46)
TOTAL POOL & TENNIS	\$ 9,744	\$ 99,938	\$ 107,910	93%	\$ 7,972

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LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1

SCHEDULE 1 - OPERATING EXPENSES
EXPENSESFor the Month Ended August 31, 2023
And Year-to-date Period January 1, 2023 to August 31, 2023

See Independent Accountants' Compilation Report

	CURRENT MONTH ACTUAL	YEAR TO-DATE ACTUAL	ANNUAL BUDGET	YTD ACTUAL % BUDGET	RESIDUAL BUDGET
REPAIRS & MAINTENANCE EXPENSES					
7300 Salaries - Manager	\$ 1,667	\$ 18,529	\$ 20,688	90%	\$ 2,159
7310 Salaries - Staff	8,128	65,424	89,680	73%	24,256
7320 Employers Costs	225	11,303	12,679	89%	1,376
7330 Painting Labor/Material	-0-	21	400	5%	379
7340 Road Maintenance	-0-	-0-	200	0%	200
7350 Roof Maintenance	-0-	-0-	200	0%	200
7360 Plumbing - Water	-0-	362	300	121%	(62)
7361 Fire Box Inspection	-0-	-0-	-0-	0%	-0-
7370 Building Maintenance	(2,719)	9,515	3,500	272%	(6,015)
7371 Entries/Porches	-0-	135	200	0%	65
7372 Storage/Utility Sheds	-0-	939	-0-	0%	(939)
7373 Maintenance Shed & Fence	122	2,409	-0-	0%	(2,409)
7374 Privacy Fences	-0-	-0-	100	0%	100
7375 Perimeter Fence	-0-	-0-	200	0%	200
7376 Fire Extinguishers	-0-	1,716	1,300	0%	(416)
7380 Electrical	-0-	-0-	500	0%	500
7390 Contract Sewer	350	(850)	1,500	0%	2,350
7400 Snow Removal Contract	-0-	44,299	50,000	89%	5,701
7401 Snow Removal/In House	-0-	650	1,000	65%	350
7402 Snow Removal/Supplies	-0-	1,241	-0-	0%	(1,241)
7410 Truck Operation/Gasoline	758	10,155	9,000	113%	(1,155)
7411 Truck Operation/Supplies	3,662	4,900	250	1960%	(4,650)
7412 Truck Operation/Repairs	-0-	209	3,000	7%	2,791
7420 Supplies/General	-0-	331	500	66%	169
7421 Tools & Equipment	-0-	44	1,000	4%	956
7430 Other/Uniforms	-0-	320	500	64%	180
TOTAL REPAIRS & MAINTENANCE	12,193	171,652	196,697	87%	25,045
ADMINISTRATIVE EXPENSES					
8000 Salaries - Manager	1,667	18,526	20,688	90%	2,162
8001 Salaries - Staff	-0-	-0-	-0-	0%	-0-
8010 Employee Benefits	3,312	25,545	37,704	68%	12,159
8011 Employer Costs	682	9,504	15,260	62%	5,756
8020 Security Patrol	641	4,292	7,200	60%	2,908
8030 Accounting Fees	1,735	14,634	27,000	54%	12,366
8040 Audit Fees	-0-	-0-	4,200	0%	4,200
8050 Legal Fees	3,106	8,653	10,500	82%	1,847
8060 Insurance	10,897	77,601	130,000	60%	52,399
8070 Copying & Postage	348	7,980	3,000	266%	(4,980)
8080 Supplies	16	544	2,000	27%	1,456
8090 Telephone	359	2,812	5,400	52%	2,588
8100 Travel Expense	-0-	4,136	4,000	103%	(136)
8110 Training	-0-	-0-	-0-	0%	-0-
8120 Other/Computer	604	7,541	-0-	0%	(7,541)
Bad Debt Expenses	-0-	-0-	-0-	0%	-0-
TOTAL ADMINISTRATIVE	\$ 23,367	\$ 181,768	\$ 266,952	68%	\$ 85,184

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-6-

LFGHOA Admin

From: LFGHOA Admin
Sent: Wednesday, November 8, 2023 1:32 PM
To: 'Sasha Sommer'
Cc: Mark Pierpoint; Barbara Schoen; Linda Meckel; Alan and Roxy Nelson; Doug O'Neal; Jason Kary; Jessica Taff; Jim Cochrane; Andrew Barnes
Subject: RE: Unit 21 Roof

Hi Sasha,

Thank you for your concern. Like I said yesterday, I would be reaching out to on roofing contractor to get a timeline on when he would be able to finish the work as winter is approaching quickly. I spoke with him just 30 minutes ago and he will be here tomorrow and Friday to finish all roof work. I had multiple challenges this summer finding a roofing contractor as many were already booked out from all the damage of winter 2022. Patagonia Roofing agreed to do the work, unfortunately the work is taking longer than he expected and had other jobs in between Lake Forest Glen HOA. The heat tape trial has been approved but there is still discussion about the heat tape trial. I will keep you posted going forward. This trial run will take anywhere from 2-3 years to figure out if it works and how to move forward installing on the worst units in the glen. Thank you again for your patience.

Thanks,
Lauren

From: Sasha Sommer <sashalsommer@gmail.com>
Sent: Wednesday, November 8, 2023 1:02 PM
To: LFGHOA Admin <admin@lfghoa.com>
Cc: Mark Pierpoint <mark_pierpoint@keysight.com>; Barbara Schoen <bjschoen@me.com>; Linda Meckel <linda.meckel@gmail.com>; Alan and Roxy Nelson <alanrphmba@comcast.net>; Doug O'Neal <oneal3dp@yahoo.com>; Jason Kary <jason.kary@keysight.com>; Jessica Taff <taffjessica@gmail.com>; Jim Cochrane <jimbcochrane@aol.com>; Andrew Barnes <drew.g.barnes@gmail.com>
Subject: Unit 21 Roof

Hi all,

I spoke with Lauren yesterday about our roof still not being repaired. We expected this work to be done by September at the latest as she informed me that roofers were coming in August. Per her email to us on July 7:

"I met with a roofing contractor last week. I am waiting on his estimates, but he is trying to start all roof repairs in the first week of August. Your building is the first on the list."

Why is this not yet done? It has been over 3 months now.

We are rapidly approaching snowfall and we will continue to do everything in our power to minimize damage to our unit but it seems that the board is not doing its job to repair the damage from last year's storm.

Do you have any more information on heat tape?

We appreciate a swift response from the board about our concerns.

Thank you,