

**NOTICE OF THE MEETING:** An open meeting of the Board of Directors of the Lake Forest Glen (LFG) Homeowners Association will be held at 8:30 am on **May 18, 2024**, virtually.

**Join the meeting now**

Meeting ID: 229 852 115 301

Passcode: AGS4BW

The following items will be on the agenda for the meeting:

**BOARD MEETING AGENDA**

- I. Call meeting to order
- II. Roll Call
- III. Approval of Last Meetings Minutes
- IV. Review Homeowner Correspondence and Hearings
  - a. Architectural Modification Request: Unit #4 Mores (10-15 mins)
  - b. Violation: Fence into common area: Unit #37 Dufrense (10-15 mins)
- V. Presentation of Reports
  - c. Financials (J. Kary and L. Kettmann)

Time	Topic	Owner	Intended Outcome
20-30 mins	Monthly Financial Review	J. Kary, L. Kettmann	<ul style="list-style-type: none"><li>• Review monthly financial report, including income, operating and capital expenditures, and supporting documentation. Review status of annual audit.</li><li>• McClintock to make estimates on Liberty Utilities. L. Kettmann to go to South Lake Tahoe 6/3 for an appointment with Liberty Utilities to see if we can get a separate account that is not linked with the Master Policy Account.</li></ul>

- d. Manager's administrative report (L. Kettmann)

Time	Topic	Owner	Intended Outcome
10-15 mins	HOA Office update/remodel	L. Kettmann	<ul style="list-style-type: none"><li>• Bathroom remodel to be done between 5/16-5/24.</li></ul>

- Exterior Windows and Door are ordered. Expected delivery within a couple of weeks.
- Heater- Keep existing or upgrade?

e. Committee Reports (various)

Time	Topic	Owner	Intended Outcome
10-15 mins	Pool & Tennis Committee	K. Morrison	K. Morrison held his second Pool & Tennis Committee meeting on 5/15. Will give verbal update.

VI. Old Business

Time	Topic	Owner	Intended Outcome
20-30 mins	Spectrum Contract	M. Pierpoint, L. Kettmann	Cabling issues. Our current cabling does not support the internet or cable services we have provided by this contract. Spectrum states they will only run the cable lines on the exterior. Next steps? Hire contractor to run new cabling? Spectrum techs are stating that they will not run cabling through the attic. I would assume this will affect the start of the contract.
10-15 mins	Project updates	L. Kettmann	Provide updates on various topics: <ul style="list-style-type: none"> <li>• Still diagnosing leak issue at the hot tub. The team is working on it, jets have not been fixed yet.</li> <li>• Overflow parking. The last car was moved off the property. Through the state of California, you need to give the owner 96-hour notice to post on vehicle before towing. I have obtained the signage from the towing company.</li> <li>• Pickleball court fence fixed May 15<sup>th</sup>.</li> <li>• No update on locking device for all gates both pools, pickleball courts and tennis courts. What about using a code instead of key cards?</li> <li>• Keith installed all the new springs on the pool gates. Pool gates close automatically. Painted springs to match the pool gates.</li> <li>• Eric Sutton to crack fill and paint stripping for parking lot in the next couple of weeks, he has not scheduled a date with L. Kettmann yet.</li> </ul>

## LFGHOA Admin

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**From:** Brenda Mores <bangelmores@gmail.com>  
**Sent:** Monday, May 6, 2024 10:12 AM  
**To:** LFGHOA Admin  
**Subject:** Re: Work request

Good Morning Lauren,

I understand that concern, however the sun bakes in the back of my unit and snow has never falling off from the roof only melt and continue to drip (rain basically off the roof) causing major ice build up in the back, I have pictures if the board would like to see. Also, another unit close to me has gutters and no problem of ripping off (I think last winter would have been the extreme test for that). The Ice build up causes major icicles which cause damage (some of the singles have damage from the icicles in back of my unit), they are hazardous, and dangerous. The front of the house is not built to have gutters and would most likely be ripped off from the snow, however the back is different with the sun exposure. I only want gutters in the back of the unit. It basically rains in the back from the sun exposure during the day then freezes at night into ice, it's a problem. I would like to have safer access to my back deck during the winter and spring and keep from further damage of shingles.

The professional contractor stated that gutters in the back are good to have and will work fine, while the front is not. (Although the front needs it too, I have slipped several times just getting in/out of my car, but that's a whole other issue)

Let me know if you have another questions and what other information the board might have to get this approved and completed.

Thank you,  
Brenda

> On May 6, 2024, at 8:48 AM, LFGHOA Admin <admin@lfghoa.com> wrote:

>

> Hi Brenda,

>

> Yes, I received the work order. The board is concerned that the snow would just rip the gutters off. Can you explain why you would like to install the gutters?

>

> Thank you,

> Lauren

>

> -----Original Message-----

> From: Brenda Mores <bangelmores@gmail.com>

> Sent: Saturday, May 4, 2024 9:04 AM

> To: LFGHOA Admin <admin@lfghoa.com>

> Subject: Re: Work request

>

> Please let me know if you received the work order request.

>

> Thanks

> Brenda

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

BALANCE SHEET

March 31, 2024

See Independent Accountants' Compilation Report

ASSETS		OPERATING FUND	REPLACEMENT FUND
ASSETS			
1040	Operating Checking Account	\$ 134,339	\$ -0-
1045	Deferred Compensation Account	-0-	-0-
1060	US Bank ACH Account	-0-	-0-
1090	Petty Cash Account	571	-0-
1280	El Dorado Savings	-0-	202,162
1281	Charles Schwab Investment	-0-	250,025
1290	Edward Jones	-0-	1,498,084
1320	Other Receivable	-0-	-0-
1410	Assessments Receivable	21,091	-0-
1415	Allowance for Bad Debt	-0-	-0-
1501	Prepaid Expenses	-0-	-0-
1505	Other Prepaid Expenses	556	-0-
1511	Prepaid Taxes	-0-	-0-
1475	Due From Operating	-0-	(8,821)
1502	Workers' Comp Deposit	-0-	-0-
1520	Property & Equipment	181,405	-0-
1530	Less: Accum. Depreciation	(169,986)	-0-
	<b>TOTAL ASSETS</b>	<b>\$ 167,976</b>	<b>\$ 1,941,450</b>

LIABILITIES & FUND BALANCES

<b>LIABILITIES</b>			
3010	Accounts Payable	\$ 21,907	\$ -0-
3011	Accrued Accounts Payable	2,517	-0-
3015	Replacement Accounts Payables	-0-	-0-
2055	Deferred Charter Revenue	-0-	-0-
2031	Accrued Payroll Taxes	-0-	-0-
2040	Accrued Salaries & Wages	-0-	-0-
2041	Accrued Vacation	4,355	-0-
2045	Homeowners Dues Paid In Advance	18,714	-0-
2034	Escrow Deposits	-0-	-0-
2000	Income Taxes Payable - Federal	-0-	-0-
2001	Income Taxes Payable - Franchise	75	-0-
2120	Due To Replacement	(8,821)	-0-
	<b>TOTAL LIABILITIES</b>	<b>38,747</b>	<b>-0-</b>
<b>FUND BALANCES</b>			
3100	Operating Fund Balance	155,031	-0-
3900	Replacement Fund Balance	-0-	1,830,253
	Current Year Net Revenue (Expense)	(25,802)	111,197
	<b>TOTAL FUND BALANCES</b>	<b>129,229</b>	<b>1,941,450</b>
	<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 167,976</b>	<b>\$ 1,941,450</b>

SUBSTANTIALLY ALL DISCLOSURES  
HAVE BEEN OMITTED.

TENTATIVE AND PRELIMINARY  
FOR DISCUSSION PURPOSES ONLY.

- Sierra Rainbow Painting for Phase 4 of building painting to start hopefully in June.

10-15 mins Homeowner Handbook S. Caronna

Update existing document – the old PDF has been converted into a Word.docx allowing for easier updates. Discuss purpose and additional updates that may be needed.

- S. Caronna and A. Nelson working on document together.
- Did walk around complex to see if any units still use satellite dishes

10-15 mins Website Portal J. Kary  
VII. New Business

Jason to give verbal update on website portal.

Time	Topic	Owner	Intended Outcome
10-15 mins	New Board Member Packet	S. Caronna	Update on new board member packet.
10-15 mins	Update Committee Members	S. Caronna	Need to update current committee members. Each committee chairman needs to send over updated committee members so L. Kettmann can update the document to be posted to the website.
VIII.	Open Forum (Homeowners)		
IX.	Executive Session		
X.	Future Topics		
	a. Privacy Fences		
XI.	Adjourn		

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

STATEMENT OF OPERATING FUND REVENUE & EXPENSES

For the Month Ended March 31, 2024

And Year-to-date Period January 1, 2023 to March 31, 2024

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	\$ 98,280	\$ 294,840	\$ 1,179,360	25%	\$ 884,520
5011 Less: Dues Allocated to Replacement Fund	(33,497)	(100,492)	(401,968)	25%	(301,476)
5111 Interest Income	3	9	-0-	0%	(9)
5250 Late Fees & Interest	-0-	252	-0-	0%	(252)
5260 Transfer Fee Income	-0-	300	-0-	0%	(300)
5290 Owner Fines & Miscellaneous Income	(200)	(190)	16,400	-1%	16,590
<b>TOTAL REVENUE</b>	<b>64,586</b>	<b>194,719</b>	<b>793,792</b>	<b>25%</b>	<b>599,073</b>
<b>EXPENSES SCHEDULE ATTACHED</b>					
Landscaping	12,445	37,419	134,740	28%	97,321
Utilities	4,873	14,628	69,975	21%	55,347
Pool & Tennis Expenses	13,704	36,405	123,320	30%	86,915
Repairs & Maintenance	20,157	60,212	213,298	28%	153,086
Administrative Expenses	27,066	69,576	252,459	28%	182,883
8150 Depreciation	760	2,281	9,124	25%	6,843
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-
<b>TOTAL EXPENSES</b>	<b>79,005</b>	<b>220,521</b>	<b>803,790</b>	<b>27%</b>	<b>583,269</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENSES</b>	<b>\$ (14,419)</b>	<b>\$ (25,802)</b>	<b>\$ (9,998)</b>		<b>\$ 15,804</b>

SUBSTANTIALLY ALL DISCLOSURES  
HAVE BEEN OMITTED.

TENTATIVE AND PRELIMINARY  
FOR DISCUSSION PURPOSES ONLY.

LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

STATEMENT OF REPLACEMENT FUND REVENUE & EXPENSES  
 For the Month Ended March 31, 2024  
 And Year-to-date Period January 1, 2023 to March 31, 2024

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	\$ 33,497	\$ 100,492	\$ 401,968	25%	\$ 301,476
5300 Sale of Asset	-0-	-0-	-0-	0%	-0-
5110 Investment Interest	12,696	18,805	-0-	0%	-0-
<b>TOTAL REVENUE</b>	<b>46,193</b>	<b>119,297</b>	<b>401,968</b>	<b>30%</b>	<b>301,476</b>
<b>EXPENSES</b>					
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-	-0-	0%	-0-
9151 Bldg Brick & Cement	-0-	-0-	-0-	0%	-0-
9152 Bldg Siding/Trim/Fascia/Painting	-0-	8,100	185,000	4%	176,900
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-	-0-	0%	-0-
9171 Asphalt Resurfacing	-0-	-0-	12,000	0%	12,000
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-	-0-	0%	-0-
9182 Pools/Equipment & Mechanical	-0-	-0-	46,000	0%	46,000
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-	-0-	-0-	0%	-0-
9211 3/4 Ton Truck	-0-	-0-	-0-	0%	-0-
9212 Snow Removal Equipment	-0-	-0-	-0-	0%	-0-
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-
<b>TOTAL EXPENSES</b>	<b>-0-</b>	<b>8,100</b>	<b>274,572</b>	<b>3%</b>	<b>266,472</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENSES</b>	<b>\$ 46,193</b>	<b>\$ 111,197</b>	<b>\$ 127,396</b>		<b>\$ 35,004</b>

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## LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1

SCHEDULE 1 - OPERATING EXPENSES  
For the Month Ended March 31, 2024  
And Year-to-date Period January 1, 2023 to March 31, 2024  
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 - Manager	\$ 2,250	\$ 7,500	\$ 21,350	35%	\$ 13,850
7010 Salaries - Staff	9,385	26,735	88,324	30%	61,589
7020 Employer Costs	810	2,756	16,616	17%	13,860
7030 Plants	-0-	-0-	-0-	0%	-0-
7031 Irrigation	-0-	-0-	500	0%	500
7032 Fertilizers	-0-	-0-	900	0%	900
7033 Hardscape	-0-	-0-	500	0%	500
7035 Equipment	-0-	-0-	800	0%	800
7036 Equipment Maintenance	-0-	-0-	200	0%	200
7040 Pest Control	-0-	-0-	5,300	0%	5,300
7050 Other/Uniforms & Safety	-0-	428	250	171%	(178)
<b>TOTAL LANDSCAPING</b>	<b>12,445</b>	<b>37,419</b>	<b>134,740</b>	<b>28%</b>	<b>97,321</b>
<b>UTILITIES EXPENSES</b>					
7111 Electricity	33	103	12,075	1%	11,972
7121 Gas	32	100	400	25%	300
7131 Sewer	216	648	2,500	26%	1,852
7151 Garbage	4,592	13,777	55,000	25%	41,223
<b>TOTAL UTILITIES</b>	<b>4,873</b>	<b>14,628</b>	<b>69,975</b>	<b>21%</b>	<b>55,347</b>
<b>POOL &amp; TENNIS EXPENSES</b>					
7200 Salaries - Manager	1,500	5,000	21,350	23%	16,350
7210 Salaries - Staff	4,043	11,333	43,670	26%	32,337
7220 Employer Costs	491	1,662	9,850	17%	8,188
7230 Repairs & Maintenance Equipment	4,152	4,717	1,000	472%	(3,717)
7231 Repairs & Maintenance Tennis Courts	-0-	-0-	900	0%	900
7232 Fences & Gates	(200)	(200)	300	-67%	500
7233 Decking & Tile	-0-	-0-	100	0%	100
7240 Supplies/Chemicals	-0-	1,923	9,000	21%	7,077
7241 Supplies/Restrooms	-0-	187	500	37%	313
7242 Supplies/Uniforms & Training	-0-	-0-	-0-	0%	-0-
7250 Utilities	3,718	11,783	34,650	34%	22,867
7260 Other/Permits	-0-	-0-	2,000	0%	2,000
<b>TOTAL POOL &amp; TENNIS</b>	<b>\$ 13,704</b>	<b>\$ 36,405</b>	<b>\$ 123,320</b>	<b>30%</b>	<b>\$ 86,915</b>

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TENTATIVE AND PRELIMINARY  
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## LAKE FOREST GLEN HOMEOWNERS ASSOCIATION

SCHEDULE 1

SCHEDULE 1 - OPERATING EXPENSES  
EXPENSES  
For the Month Ended March 31, 2024  
And Year-to-date Period January 1, 2023 to March 31, 2024  
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 - Manager	\$ 1,875	\$ 6,250	\$ 21,350	29%	\$ 15,100
7310 Salaries - Staff	9,853	28,439	94,801	30%	66,362
7320 Employers Costs	1,275	4,096	17,597	23%	13,501
7330 Painting Labor/Material	-0-	-0-	400	0%	400
7340 Road Maintenance	-0-	-0-	200	0%	200
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-	2,000	0%	2,000
7371 Entries/Porches	-0-	-0-	200	0%	200
7372 Storage/Utility Sheds	-0-	-0-	-0-	0%	-0-
7373 Maintenance Shed & Fence	-0-	396	-0-	0%	(396)
7374 Privacy Fences	-0-	-0-	100	0%	100
7375 Perimeter Fence	-0-	-0-	200	0%	200
7376 Fire Extinguishers	-0-	477	1,200	0%	723
7380 Electrical	-0-	-0-	500	0%	500
7390 Contract Sewer	-0-	(400)	500	0%	900
7400 Snow Removal Contract	5,400	16,200	56,000	29%	39,800
7401 Snow Removal/In House	-0-	-0-	500	0%	500
7402 Snow Removal/Supplies	-0-	25	1,000	0%	975
7410 Truck Operation/Gasoline	1,532	4,347	11,000	40%	6,653
7411 Truck Operation/Supplies	-0-	52	250	21%	198
7412 Truck Operation/Repairs	6	6	3,000	0%	2,994
7420 Supplies/General	216	324	500	65%	176
7421 Tools & Equipment	-0-	-0-	1,000	0%	1,000
7430 Other/Uniforms	-0-	-0-	500	0%	500
<b>TOTAL REPAIRS &amp; MAINTENANCE</b>	<b>20,157</b>	<b>60,212</b>	<b>213,298</b>	<b>28%</b>	<b>153,086</b>
<b>ADMINISTRATIVE EXPENSES</b>					
8000 Salaries - Manager	1,875	6,250	21,350	29%	15,100
8010 Employee Benefits	3,632	10,257	36,324	28%	26,067
8011 Employer Costs	724	2,472	3,235	76%	763
8020 Security Patrol	509	1,201	7,300	16%	6,099
8030 Accounting Fees	1,817	5,353	27,000	20%	21,647
8040 Audit Fees	-0-	-0-	6,250	0%	6,250
8050 Legal Fees	836	1,248	2,000	62%	752
8060 Insurance	11,110	33,330	125,000	27%	91,670
8070 Copying & Postage	361	842	3,000	28%	2,158
8080 Supplies	-0-	-0-	2,000	0%	2,000
8090 Telephone	347	1,042	5,000	21%	3,958
8100 Travel Expense	5,063	5,063	4,000	127%	(1,063)
8110 Training	-0-	-0-	-0-	0%	-0-
8120 Other/Computer	792	2,518	10,000	0%	7,482
Bad Debt Expenses	-0-	-0-	-0-	0%	-0-
<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 27,066</b>	<b>\$ 69,576</b>	<b>\$ 252,459</b>	<b>28%</b>	<b>\$ 182,883</b>

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