

**LOFT RIDGE HOMEOWNERS'
ASSOCIATION**

**BOARD OF DIRECTORS
MEETING
January 11, 2022**

**Sequoia Management Company, Inc.
13998 Parkeast Circle
Chantilly, VA 20151
(703) 803-9641**

**Ryan Courtney, CMCA®, AMS®
Community Manager**

MEETING NOTES

Loft Ridge HOA Board Meeting Minutes

Via Zoom
November 9, 2021

Board Members Attending

Jenna Radford
Nicolette Daleske
Erika Wheeler
Rachael Roach
Abbigale Boyle
Carie Rothenbacher
Muthu Narayanaswamy

Homeowners Attending

Mark Brunner
Louise Whitt
Chris Bodner
Scott Burbick
Joseph Lawler

Meeting was called to order at 7:01pm.

A motion was made (Daleske/Rothenbacher) to approve the October 2021 board meeting minutes as submitted.

Action: All in favor.

A motion was made (Daleske/Radford) to make a donation to the fire department in the amount of \$150.

Action: All in favor.

New Business

A motion was made (Roach/Daleske) to cancel the December board meeting.

Action: All in favor.

A motion was made (Roach/Daleske) to renew the contract with Sequoia as the Loft Ridge HOA's management company.

Action: All in favor.

A motion was made (Daleske/Boyle) to go into Executive Session to discuss a contract.

Action: All in favor.

A motion was made (Daleske/Roach) to leave Executive Session.

Action: All in favor.

A motion was made (Wheeler/Roach) to adjourn the meeting.

Action: All in favor. Narayanaswamy absent.

Adjournment

Respectfully submitted by Jenna Radford

MANAGEMENT REPORT

LOFT RIDGE HOMEOWNERS' ASSOCIATION MONTHLY REPORT

<p><u>Next Board Meeting Scheduled for:</u> February 8, 2022</p>
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To: Board of Directors

From: Ryan Courtney, CMCA®, AMS®, Community Manager

Date: January 11, 2022

ACTIONS UPDATE

- 11-01 Submit donation to Fire Department
Completed by Ryan on November 22
- 11-02 Report leaning lamppost at corner of Gingham and Ridge View
Completed by Ryan and Vince on November 11

**LOFT RIDGE HOMEOWNERS ASSOCIATION
BALANCE SHEET
DECEMBER 31, 2021
(UNAUDITED)**

ASSETS

CASH - QUANTUM OPERATING CHECKING	228,927.12
UNITED BANK MONEY MARKET	26,818.27
ASSESSMENTS RECEIVABLE	3,816.00
ALLOWANCE ACCOUNT	0.00
MISCELLANEOUS RECEIVABLE	800.00
PREPAID EXPENSES	<u>858.55</u>

TOTAL CURRENT ASSETS **261,219.94**

CASH RESERVES

JOHN MARSHALL BANK CD 04/03/22 0.50%	103,144.14
QUANTUM BANK MONEY MARKET 0.05%	204,607.27
KS STATE BANK (ICS) 0.01%	<u>195,463.01</u>

TOTAL CASH RESERVES **503,214.42**

TOTAL ASSETS **764,434.36**

LIABILITIES

ACCRUED EXPENSES	1,686.64
PREPAID ASSESSMENTS	<u>57,093.30</u>

TOTAL LIABILITIES **58,779.94**

REPLACEMENT RESERVE FUND

BEGINNING BALANCE	578,774.61
CURRENT YEAR CONTRIBUTIONS	60,283.50
CURRENT YEAR RE-INVESTED INTEREST	56.10
CURRENT YEAR USAGE	(11,652.24)
OPERATING RESERVE	<u>20,000.00</u>

TOTAL REPLACEMENT RESERVE FUND **647,461.97**

PLANNED OVERAGE	11,631.65
UNAPPROPRIATED EQUITY	44,625.48
CURRENT YEAR SURPLUS / (DEFICIT)	<u>1,935.32</u>

TOTAL EQUITY **58,192.45**

TOTAL LIABILITIES & EQUITY **764,434.36**

**LOFT RIDGE HOMEOWNERS' ASSOCIATION
FINANCIAL STATEMENT ANALYSIS
December 31, 2021**

TOTAL REVENUE – In line with budgeted amount

ADMINISTRATIVE EXPENSES – In line with budgeted amount

INSURANCE & LEGAL EXPENSES – Over budget \$140 primarily due to legal fees for obtaining legal advice.

MAINTENANCE EXPENSES – Under budget \$2,931 primarily due to not performing any tree maintenance in the December.

UTILITIES – Over budget \$2,393 primarily due to water being higher than budgeted.

TAXES & LICENSES – Under budget \$44 primarily due to not having any income taxes for the month.

RESERVES – In line with budgeted amount

SURPLUS/ (DEFICIT) FUNDS – For the current month there was a positive variance of \$713 due to the items discussed above. For the year, there is a surplus of \$1,935.32.

LOFT RIDGE HOMEOWNERS ASSOCIATION
STATEMENT OF INCOME
FOR THE MONTH AND SIX MONTHS ENDED DECEMBER 31, 2021
(UNAUDITED)

	CURRENT PERIOD			YEAR-TO-DATE			ANNUAL
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	BUDGET
REVENUE							
ASSESSMENTS	0.00	0.00	0.00	147,680.00	147,680.00	0.00	295,360
LATE CHARGES	26.00	0.00	26.00	26.00	0.00	26.00	0
LEGAL FEE REIMBURSEMENTS	0.00	50.00	(50.00)	0.00	300.00	(300.00)	600
INTEREST - RESERVES	10.16	16.67	(6.51)	56.10	100.02	(43.92)	200
INTEREST - OPERATING	0.00	2.08	(2.08)	11.25	12.48	(1.23)	25
MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0
TOTAL REVENUE	36.16	68.75	(32.59)	147,773.35	148,092.50	(319.15)	296,185
ADMINISTRATIVE EXPENSES							
AUDIT & TAX RETURN PREP	0.00	0.00	0.00	3,537.00	3,350.00	(187.00)	3,350
MANAGEMENT CONTRACT	3,706.58	3,706.58	0.00	22,239.48	22,239.48	0.00	44,479
RESERVE STUDY	0.00	0.00	0.00	0.00	0.00	0.00	0
POSTAGE	88.34	141.67	53.33	473.16	850.02	376.86	1,700
MISCELLANEOUS ADMIN.	40.23	0.00	(40.23)	40.23	0.00	(40.23)	0
COMMUNITY EVENTS	0.00	200.00	200.00	316.49	600.00	283.51	600
WEBSITE ADMINISTRATION	0.00	0.00	0.00	132.00	525.00	393.00	600
UNCOLLECTIBLE ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00	1,000
TOTAL ADMINISTRATIVE EXPENSES	3,835.15	4,048.25	213.10	26,738.36	27,564.50	826.14	51,729
INSURANCE & LEGAL EXPENSES							
INSURANCE	318.17	333.33	15.16	2,405.07	1,999.98	(405.09)	4,000
LEGAL FEES - GENERAL	405.00	125.00	(280.00)	2,398.20	750.00	(1,648.20)	1,500
LEGAL FEES - COLLECTIONS	0.00	125.00	125.00	0.00	750.00	750.00	1,500
TOTAL INSURANCE & LEGAL EXPENSE	723.17	583.33	(139.84)	4,803.27	3,499.98	(1,303.29)	7,000
MAINTENANCE EXPENSES							
GENERAL MAINTENANCE	0.00	100.00	100.00	495.00	600.00	105.00	1,200
LANDSCAPING - OTHER	0.00	0.00	0.00	0.00	0.00	0.00	1,000
EROSION	0.00	0.00	0.00	0.00	0.00	0.00	0
GROUND MAINTENANCE CONTRACT	5,507.00	5,507.00	0.00	33,042.00	33,042.00	0.00	66,084
GROUND MAINTENANCE - EXTRA SERVICES	0.00	833.33	833.33	1,550.00	4,999.98	3,449.98	10,000
DOG WASTE & TRASH REMOVAL	310.64	308.75	(1.89)	1,841.03	1,852.50	11.47	3,705
IRRIGATION MAINTENANCE	0.00	0.00	0.00	1,510.50	1,500.00	(10.50)	3,000
SNOW REMOVAL / SPRING SWEEP	0.00	500.00	500.00	500.00	500.00	0.00	3,500
TREE MAINTENANCE	0.00	1,500.00	1,500.00	6,750.00	9,000.00	2,250.00	18,000
TOTAL MAINTENANCE EXPENSES	5,817.64	8,749.08	2,931.44	45,688.53	51,494.48	5,805.95	106,489
UTILITIES							
ELECTRICITY	518.58	500.00	(18.58)	3,071.92	3,000.00	(71.92)	6,000
WATER	3,374.31	1,000.00	(2,374.31)	5,171.35	2,000.00	(3,171.35)	3,000
TOTAL UTILITIES	3,892.89	1,500.00	(2,392.89)	8,243.27	5,000.00	(3,243.27)	9,000
TAXES & LICENSES							
INCOME TAXES	0.00	43.75	43.75	0.00	87.50	87.50	175
STATE REGISTRATION FEES	0.00	0.00	0.00	25.00	25.00	0.00	25
TOTAL TAXES AND LICENSES	0.00	43.75	43.75	25.00	112.50	87.50	200
RESERVE CONTRIBUTIONS							
REPLACEMENT RESERVE	10,047.25	10,047.25	0.00	60,283.50	60,283.50	0.00	120,567
RE-INVESTED INTEREST	10.16	100.00	89.84	56.10	600.00	543.90	1,200
CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0
TOTAL REPLACEMENT RESERVES	10,057.41	10,147.25	89.84	60,339.60	60,883.50	543.90	121,767
TOTAL EXPENSES	24,326.26	25,071.66	745.40	145,838.03	148,554.96	2,716.93	296,185
SURPLUS / (DEFICIT) FUNDS	(24,290.10)	(25,002.91)	712.81	1,935.32	(462.46)	2,397.78	0

**General Ledger Trial Balance with Details**

Loft Ridge Homeowners Association

Accts: All Dates: 12/1/2021 - 12/31/2021

Date: 1/4/2022

Time: 10:43 am

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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
10-10400-00	OPERATING CHECKING	\$217,300.22	\$37,905.99	\$26,279.09	\$228,927.12
Date	GL Ref #	Debit	Credit	Description	
12/01/2021	8488674	\$ -	\$ 3,706.58	OPERATING CHECKING; Sequoia Management Company Chk # 10452 Inv: 71174 Sequoia Management Company	
12/01/2021	8488676	-	253.78	OPERATING CHECKING; Fairfax Water Chk # 10453 Inv: 11192021 Fairfax Water	
12/01/2021	8488678	-	5,507.00	OPERATING CHECKING; Premier Turf & Landscaping, Inc. Chk # 10454 Inv: 3122 Premier Turf & Landscaping, Inc.	
12/01/2021	8488680	-	40.23	OPERATING CHECKING; Erika Wheeler Chk # 10455 Inv: 11292021 Erika Wheeler	
12/01/2021	8489407	260.00	-	Deposit from batch 211793	
12/01/2021	8490960	780.00	-	Deposit from batch 211832	
12/06/2021	8512131	520.00	-	Deposit from batch 212054	
12/06/2021	8512914	470.00	-	Deposit from batch 212200	
12/07/2021	8515745	260.00	-	Deposit from batch 212298	
12/07/2021	8525269	-	482.79	OPERATING CHECKING; Dominion Energy Virginia, Inc. Chk # 0	
12/07/2021	8525271	-	35.79	OPERATING CHECKING; Dominion Energy Virginia, Inc. Chk # 0	
12/08/2021	8517624	-	1,388.89	OPERATING CHECKING; Fairfax Water Chk # 10456 Inv: 11232021 Fairfax Water	
12/08/2021	8517624	-	629.74	OPERATING CHECKING; Fairfax Water Chk # 10456 Inv: 11232021 Fairfax Water	
12/08/2021	8517624	-	608.05	OPERATING CHECKING; Fairfax Water Chk # 10456 Inv: 11232021 Fairfax Water	
12/08/2021	8517630	-	318.17	OPERATING CHECKING; Nationwide Insurance Company Chk # 10457 Inv: 11292021 Nationwide Insurance Company	
12/08/2021	8517632	-	310.64	OPERATING CHECKING; Doody Calls Fairfax, Inc. Chk # 10458 Inv: QX188342 Doody Calls Fairfax, Inc.	
12/09/2021	8520454	533.00	-	Deposit from batch 212528	
12/13/2021	8526279	260.00	-	Deposit from batch 212650	
12/13/2021	8527253	520.00	-	Deposit from batch 212681	
12/13/2021	8527508	260.00	-	Deposit from batch 212747	
12/13/2021	8527550	260.00	-	Deposit from batch 212762	
12/13/2021	8527560	520.00	-	Deposit from batch 212767	
12/13/2021	8531699	-	13.00	Return Invalid Acct # eCheck	
12/13/2021	8531701	-	520.00	Return Invalid Acct # eCheck	
12/14/2021	8527793	520.00	-	Deposit from batch 212699	
12/14/2021	8528260	2,200.00	-	Deposit from batch 212789	
12/14/2021	8528773	520.00	-	Deposit from batch 212712	
12/15/2021	8529797	-	754.84	OPERATING CHECKING; Fairfax Water Chk # 10459 Inv: 12022021 Fairfax Water	
12/15/2021	8529799	-	405.00	OPERATING CHECKING; Chadwick, Washington, Moriarty, Elmore & Bunn, P.C. Chk # 10 Inv: 276471 Chadwick, Washington, Moriarty, Elmore & Bunn, P.C.	
12/15/2021	8530646	-	10,047.25	December Monthly Reserve Funding	
12/15/2021	8530700	520.00	-	Deposit from batch 212781	
12/15/2021	8531414	475.00	-	Deposit from batch 212800	
12/16/2021	8535656	-	260.00	Return UTLA eCheck	
12/17/2021	8533197	780.00	-	Deposit from batch 212927	
12/17/2021	8533409	260.00	-	Deposit from batch 212934	
12/17/2021	8533553	2,860.00	-	Deposit from batch 213053	
12/20/2021	8534579	520.00	-	Deposit from batch 213052	
12/20/2021	8534911	6,520.00	-	Deposit from batch 213146	
12/21/2021	8535798	260.00	-	Deposit from batch 213142	
12/21/2021	8535960	247.00	-	Deposit from batch 213205	
12/21/2021	8536048	1,840.00	-	Deposit from batch 213214	
12/21/2021	8536571	260.00	-	Deposit from batch 213155	
12/22/2021	8536755	-	909.00	OPERATING CHECKING; Sequoia Management Company Chk # 10461	

**General Ledger Trial Balance with Details**

Loft Ridge Homeowners Association

Accts: All Dates: 12/1/2021 - 12/31/2021

Date: 1/4/2022

Time: 10:43 am

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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
	Inv: 12162021 Sequoia Management Company				
12/22/2021	8536755 -	88.34	OPERATING CHECKING; Sequoia Management Company Chk # 10461		
	Inv: 71471 Sequoia Management Company				
12/22/2021	8538929 260.00	-	Deposit from batch 213292		
12/23/2021	8539370 1,820.00	-	Deposit from batch 213330		
12/27/2021	8171320 40.21	-	OPERATING CHECKING (Reversal); Fairfax Water Chk # 10391		
			Inv: 05202021 Fairfax Water		
12/27/2021	8171320 36.88	-	OPERATING CHECKING (Reversal); Fairfax Water Chk # 10391		
			Inv: 05272021 Fairfax Water		
12/27/2021	8171320 40.21	-	OPERATING CHECKING (Reversal); Fairfax Water Chk # 10391		
			Inv: 05272021 Fairfax Water		
12/27/2021	8171320 70.18	-	OPERATING CHECKING (Reversal); Fairfax Water Chk # 10391		
			Inv: 05272021 Fairfax Water		
12/27/2021	8171320 73.51	-	OPERATING CHECKING (Reversal); Fairfax Water Chk # 10391		
			Inv: 05272021 Fairfax Water		
12/27/2021	8540082 150.00	-	Deposit from batch 213420		
12/27/2021	8540148 260.00	-	Deposit from batch 213442		
12/28/2021	8540335 520.00	-	Deposit from batch 213316		
12/28/2021	8540704 260.00	-	Deposit from batch 213319		
12/28/2021	8541098 4,160.00	-	Deposit from batch 213476		
12/28/2021	8542341 2,080.00	-	Deposit from batch 213329		
12/29/2021	8544420 1,030.00	-	Deposit from batch 213486		
12/30/2021	8544966 520.00	-	Deposit from batch 213527		
12/30/2021	8545482 520.00	-	Deposit from batch 213594		
12/30/2021	8546004 1,040.00	-	Deposit from batch 213542		
12/31/2021	8546439 260.00	-	Deposit from batch 213590		
12/31/2021	8546611 520.00	-	Deposit from batch 213617		
12/31/2021	8546803 1,820.00	-	Deposit from batch 213616		
12-11000-00	ASSESSMENTS RECEIVABLE	6,940.00	1,347.00	4,471.00	3,816.00
Date	GL Ref #	Debit	Credit	Description	
12/03/2021	8426489	\$ 264.00	\$ -	Disclosure Packets - Batch 209726	
12/03/2021	8466507	-	264.00	For Acct: LOF115648 - Change Docs to Current Date	
12/06/2021	8512131	-	520.00	Deposit from batch 212054	
12/07/2021	8515745	-	260.00	Deposit from batch 212298	
12/07/2021	8513926	26.00	-	Late Fee - Batch 212218	
12/09/2021	8520454	-	533.00	Deposit from batch 212528	
12/13/2021	8527560	-	260.00	Deposit from batch 212767	
12/13/2021	8531699	13.00	-	Return Invalid Acct # eCheck	
12/13/2021	8531701	520.00	-	Return Invalid Acct # eCheck	
12/14/2021	8528260	-	120.00	Deposit from batch 212789	
12/14/2021	8527567	260.00	-	Association Dues - Batch 212769	
12/14/2021	8527569	-	260.00	Move 2nd Quarter Dues to Current Owner	
12/19/2021	8455910	264.00	-	Disclosure Packets - Batch 210278	
12/19/2021	8470992	-	264.00	For Acct: LOF74316 - Change Docs to Current Date	
12/20/2021	8534579	-	260.00	Deposit from batch 213052	
12/20/2021	8534911	-	20.00	Deposit from batch 213146	
12/22/2021	8538929	-	260.00	Deposit from batch 213292	
12/27/2021	8540082	-	150.00	Deposit from batch 213420	
12/28/2021	8540704	-	260.00	Deposit from batch 213319	
12/28/2021	8541098	-	260.00	Deposit from batch 213476	
12/30/2021	8544966	-	260.00	Deposit from batch 213527	
12/31/2021	8546439	-	260.00	Deposit from batch 213590	
12/31/2021	8546611	-	260.00	Deposit from batch 213617	
12-11900-00	MISCELLANEOUS RECEIVABLES	800.00	-	-	800.00
Date	GL Ref #	Debit	Credit	Description	
13-12000-00	PREPAID EXPENSES	858.55	-	-	858.55
Date	GL Ref #	Debit	Credit	Description	

**General Ledger Trial Balance with Details**Loft Ridge Homeowners Association
Accts: All Dates: 12/1/2021 - 12/31/2021Date: 1/4/2022
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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
15-10700-00	UNITED BANK OPERATING MONEY MAR	26,818.27	-	-	26,818.27
Date	GL Ref #	Debit	Credit	Description	
15-10750-00	QUANTUM BANK MONEY MARKET	194,551.52	10,055.75	-	204,607.27
Date	GL Ref #	Debit	Credit	Description	
12/15/2021	8530646	\$ 10,047.25	\$ -	December Monthly Reserve Funding	
12/31/2021	8548107	8.50	-	Interest	
15-10755-00	QUANTUM BANK ICS ACCOUNT	195,461.35	1.66	-	195,463.01
Date	GL Ref #	Debit	Credit	Description	
12/31/2021	8574729	\$ 1.66	\$ -	December Interest - Quantum ICS	
15-10760-00	JOHN MARSHALL BANK CD 04/03/22	103,144.14	-	-	103,144.14
Date	GL Ref #	Debit	Credit	Description	
30-30105-00	ACCRUED EXPENSES	(1,686.64)	-	-	(1,686.64)
Date	GL Ref #	Debit	Credit	Description	
30-38500-00	DISCLOSURE PACKET CLEARING	(909.00)	1,437.00	528.00	-
Date	GL Ref #	Debit	Credit	Description	
12/03/2021	8426489	\$ -	\$ 264.00	Disclosure Packets - Batch 209726	
12/03/2021	8466507	264.00	-	For Acct: LOF115648 - Change Docs to Current Date	
12/19/2021	8455910	-	264.00	Disclosure Packets - Batch 210278	
12/19/2021	8470992	264.00	-	For Acct: LOF74316 - Change Docs to Current Date	
12/22/2021	8536755	909.00	-	Disclosure Packets; Sequoia Management Company Chk # 10461 Inv: 12162021 Sequoia Management Company	
30-39000-00	PREPAID ASSESSMENTS	(23,391.30)	260.00	33,962.00	(57,093.30)
Date	GL Ref #	Debit	Credit	Description	
12/01/2021	8489407	\$ -	\$ 260.00	Deposit from batch 211793	
12/01/2021	8490960	-	780.00	Deposit from batch 211832	
12/06/2021	8512914	-	470.00	Deposit from batch 212200	
12/13/2021	8526279	-	260.00	Deposit from batch 212650	
12/13/2021	8527253	-	520.00	Deposit from batch 212681	
12/13/2021	8527508	-	260.00	Deposit from batch 212747	
12/13/2021	8527550	-	260.00	Deposit from batch 212762	
12/13/2021	8527560	-	260.00	Deposit from batch 212767	
12/14/2021	8527793	-	520.00	Deposit from batch 212699	
12/14/2021	8528773	-	520.00	Deposit from batch 212712	
12/14/2021	8528260	-	2,080.00	Deposit from batch 212789	
12/15/2021	8530700	-	520.00	Deposit from batch 212781	
12/15/2021	8531414	-	475.00	Deposit from batch 212800	
12/16/2021	8535656	260.00	-	Return UTLA eCheck	
12/17/2021	8533197	-	780.00	Deposit from batch 212927	
12/17/2021	8533409	-	260.00	Deposit from batch 212934	
12/17/2021	8533553	-	2,860.00	Deposit from batch 213053	
12/20/2021	8534579	-	260.00	Deposit from batch 213052	
12/20/2021	8534911	-	6,500.00	Deposit from batch 213146	
12/21/2021	8535798	-	260.00	Deposit from batch 213142	
12/21/2021	8536571	-	260.00	Deposit from batch 213155	
12/21/2021	8535960	-	247.00	Deposit from batch 213205	
12/21/2021	8536048	-	1,840.00	Deposit from batch 213214	
12/23/2021	8539370	-	1,820.00	Deposit from batch 213330	
12/27/2021	8540148	-	260.00	Deposit from batch 213442	
12/28/2021	8540335	-	520.00	Deposit from batch 213316	
12/28/2021	8542341	-	2,080.00	Deposit from batch 213329	
12/28/2021	8541098	-	3,900.00	Deposit from batch 213476	
12/29/2021	8544420	-	1,030.00	Deposit from batch 213486	
12/30/2021	8544966	-	260.00	Deposit from batch 213527	
12/30/2021	8546004	-	1,040.00	Deposit from batch 213542	
12/30/2021	8545482	-	520.00	Deposit from batch 213594	
12/31/2021	8546803	-	1,820.00	Deposit from batch 213616	
12/31/2021	8546611	-	260.00	Deposit from batch 213617	

**General Ledger Trial Balance with Details**Loft Ridge Homeowners Association
Accts: All Dates: 12/1/2021 - 12/31/2021Date: 1/4/2022
Time: 10:43 am
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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
40-49000-00	UNAPPROPRIATED EQUITY	(\$44,625.48)	\$-	\$-	(\$44,625.48)
Date	GL Ref #	Debit	Credit	Description	
40-49500-00	REPLACEMENT RESERVE	(617,404.56)	-	10,057.41	(627,461.97)
Date	GL Ref #	Debit	Credit	Description	
12/15/2021	8530648	\$ -	\$ 10,047.25	December Monthly Reserve Funding	
12/31/2021	8575156	-	10.16	Re-invest Reserve Interest	
40-49600-00	OPERATING RESERVE	(20,000.00)	-	-	(20,000.00)
Date	GL Ref #	Debit	Credit	Description	
40-49700-00	PLANNED OVERAGE	(11,631.65)	-	-	(11,631.65)
Date	GL Ref #	Debit	Credit	Description	
50-50000-00	GENERAL ASSESSMENTS	(147,680.00)	260.00	260.00	(147,680.00)
Date	GL Ref #	Debit	Credit	Description	
12/14/2021	8527567	\$ -	\$ 260.00	Association Dues - Batch 212769	
12/14/2021	8527569	260.00	-	Move 2nd Quarter Dues to Current Owner	
50-50500-00	LATE CHARGES	-	-	26.00	(26.00)
Date	GL Ref #	Debit	Credit	Description	
12/07/2021	8513926	\$ -	\$ 26.00	Late Fee - Batch 212218	
50-50560-00	INTEREST - RESERVES	(45.94)	-	10.16	(56.10)
Date	GL Ref #	Debit	Credit	Description	
12/31/2021	8548107	\$ -	\$ 8.50	Interest	
12/31/2021	8574729	-	1.66	December Interest - Quantum ICS	
50-50570-00	INTEREST - OPERATING	(11.25)	-	-	(11.25)
Date	GL Ref #	Debit	Credit	Description	
70-70010-00	COMMON AREA MAINTENANCE	495.00	-	-	495.00
Date	GL Ref #	Debit	Credit	Description	
70-70015-00	DOG WASTE & TRASH REMOVAL	1,530.39	310.64	-	1,841.03
Date	GL Ref #	Debit	Credit	Description	
12/08/2021	8517632	\$ 310.64	\$ -	November Pet Station Service; Doody Calls Fairfax, Inc. Chk # 10458 Inv: QX188342 Doody Calls Fairfax, Inc.	
70-70040-00	GROUNDS MAINTENANCE CONTRACT	27,535.00	5,507.00	-	33,042.00
Date	GL Ref #	Debit	Credit	Description	
12/01/2021	8488678	\$ 5,507.00	\$ -	December Landscape Service; Premier Turf & Landscaping, Inc. Chk # 10454 Inv: 3122 Premier Turf & Landscaping, Inc.	
70-70044-00	IRRIGATION MAINTENANCE	1,510.50	-	-	1,510.50
Date	GL Ref #	Debit	Credit	Description	
70-70045-00	TREE MAINTENANCE	6,750.00	-	-	6,750.00
Date	GL Ref #	Debit	Credit	Description	
70-70046-00	GROUNDS MAINTENANCE - EXTRA SER	1,550.00	-	-	1,550.00
Date	GL Ref #	Debit	Credit	Description	
70-70050-00	SNOW REMOVAL	500.00	-	-	500.00
Date	GL Ref #	Debit	Credit	Description	
70-71010-00	ELECTRICITY	2,553.34	518.58	-	3,071.92
Date	GL Ref #	Debit	Credit	Description	
12/07/2021	8525269	\$ 482.79	\$ -	Dominion Autodraft Acct 0245807508; Dominion Energy Virginia, Inc. Chk # 0	
12/07/2021	8525271	35.79	-	Dominion Autodraft Acct 7183522502; Dominion Energy Virginia, Inc. Chk # 0	
70-71020-00	WATER & SEWER	1,797.04	3,635.30	260.99	5,171.35
Date	GL Ref #	Debit	Credit	Description	
12/01/2021	8488676	\$ 253.78	\$ -	Acct 304516677 - 5716R Medallion Ct; Fairfax Water Chk # 10453 Inv: 11192021 Fairfax Water	
12/08/2021	8517624	608.05	-	Acct 304516719 - 5741R Ridge View Dr; Fairfax Water Chk # 10456 Inv: 11232021 Fairfax Water	
12/08/2021	8517624	629.74	-	Acct 305242620 - 5734R Lofthill Ct; Fairfax Water Chk # 10456 Inv: 11232021 Fairfax Water	
12/08/2021	8517624	1,388.89	-	Acct 304516727 - 4334R Caprice Ct; Fairfax Water Chk # 10456 Inv: 11232021 Fairfax Water	



General Ledger Trial Balance with Details

Loft Ridge Homeowners Association

Accts: All Dates: 12/1/2021 - 12/31/2021

Date: 1/4/2022

Time: 10:43 am

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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
12/15/2021	8529797 \$ 754.84	\$ -	Acct 304516701 - 5717R Evergreen Knoll Ct; Fairfax Water Chk # 10459 Inv: 12022021 Fairfax Water		
12/27/2021	8171320 -	40.21	Acct 304516701 - 5717R Evergreen Knoll Ct (Reversal); Fairfax Water Chk # 10391 Inv: 05202021 Fairfax Water		
12/27/2021	8171320 -	36.88	Acct 304516677 - 5716R Medallion Ct (Reversal); Fairfax Water Chk # 10391 Inv: 05272021 Fairfax Water		
12/27/2021	8171320 -	40.21	Acct 304516719 - 5741R Ridge View Dr (Reversal); Fairfax Water Chk # 10391 Inv: 05272021 Fairfax Water		
12/27/2021	8171320 -	70.18	Acct 304516727 - 4334R Caprice Ct (Reversal); Fairfax Water Chk # 10391 Inv: 05272021 Fairfax Water		
12/27/2021	8171320 -	73.51	Acct 305242620 - 5734R Lofthill Ct (Reversal); Fairfax Water Chk # 10391 Inv: 05272021 Fairfax Water		
70-72020-00	STATE REGISTRATION FEES	25.00	-	-	25.00
Date	GL Ref #	Debit	Credit	Description	
70-72340-00	POSTAGE	384.82	88.34	-	473.16
Date	GL Ref #	Debit	Credit	Description	
12/22/2021	8536755	\$ 8.94	\$ -	November Postage; Sequoia Management Company Chk # 10461 Inv: 71471 Sequoia Management Company	
12/22/2021	8536755	3.18	-	ACC; Sequoia Management Company Chk # 10461 Inv: 71471 Sequoia Management Company	
12/22/2021	8536755	2.65	-	Bill Payments; Sequoia Management Company Chk # 10461 Inv: 71471 Sequoia Management Company	
12/22/2021	8536755	7.33	-	Misc; Sequoia Management Company Chk # 10461 Inv: 71471 Sequoia Management Company	
12/22/2021	8536755	66.24	-	Qrtly Statement/Newsletter; Sequoia Management Company Chk # 10461 Inv: 71471 Sequoia Management Company	
70-73000-00	INSURANCE	2,086.90	318.17	-	2,405.07
Date	GL Ref #	Debit	Credit	Description	
12/08/2021	8517630	\$ 318.17	\$ -	Insurance Installment - Acct 842675334; Nationwide Insurance Company Chk # 10457 Inv: 11292021 Nationwide Insurance Company	
70-74000-00	LEGAL FEES - GENERAL	1,993.20	405.00	-	2,398.20
Date	GL Ref #	Debit	Credit	Description	
12/15/2021	8529799	\$ 405.00	\$ -	Professional Services through 11/30/2021 - Client #0051; Chadwick, Washington, Moriarty, Inv: 276471 Chadwick, Washington, Moriarty, Elmore & Bunn, P.C.	
70-74080-00	AUDIT & TAX RETURN PREPARATION	3,537.00	-	-	3,537.00
Date	GL Ref #	Debit	Credit	Description	
70-75000-00	COMMUNITY ACTIVITIES	316.49	-	-	316.49
Date	GL Ref #	Debit	Credit	Description	
70-75100-00	WEBSITE ADMINISTRATION	132.00	-	-	132.00
Date	GL Ref #	Debit	Credit	Description	
70-75300-00	MISC. ADMIN	-	40.23	-	40.23
Date	GL Ref #	Debit	Credit	Description	
12/01/2021	8488680	\$ 40.23	\$ -	Reimbursement - Bows; Erika Wheeler Chk # 10455 Inv: 11292021 Erika Wheeler	
70-76000-00	MANAGEMENT FEES	18,532.90	3,706.58	-	22,239.48
Date	GL Ref #	Debit	Credit	Description	
12/01/2021	8488674	\$ 3,706.58	\$ -	December Management Fee; Sequoia Management Company Chk # 10452 Inv: 71174 Sequoia Management Company	
70-95000-00	REPLACEMENT RESERVES	50,236.25	10,047.25	-	60,283.50
Date	GL Ref #	Debit	Credit	Description	
12/15/2021	8530648	\$ 10,047.25	\$ -	December Monthly Reserve Funding	
70-95010-00	REINVESTED INTEREST	45.94	10.16	-	56.10
Date	GL Ref #	Debit	Credit	Description	
12/31/2021	8575156	\$ 10.16	\$ -	Re-invest Reserve Interest	

**General Ledger Trial Balance with Details**

Loft Ridge Homeowners Association
Accts: All Dates: 12/1/2021 - 12/31/2021

Date: 1/4/2022
Time: 10:43 am
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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
Totals:		\$0.00	\$75,854.65	\$75,854.65	\$0.00

**General Ledger Trial Balance with Details**

Loft Ridge Homeowners Association

Accts: 40-49500-00 To: 40-49500-00 Dates: 7/1/2021 - 12/31/2021

Date: 1/4/2022

Time: 10:49 am

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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
40-49500-00	REPLACEMENT RESERVE	(\$578,774.61)	\$11,652.24	\$60,339.60	(\$627,461.97)
Date	GL Ref #	Debit	Credit	Description	
07/07/2021	8236896	\$ -	\$ 9,928.42	July Monthly Reserve Funding	
07/07/2021	8289094	-	118.83	Correct July Reserve Funding Entry	
07/31/2021	8289086	-	8.52	Re-invest Reserve Interest	
08/11/2021	8300171	-	10,047.25	August Monthly Reserve Funding	
08/31/2021	8340987	-	8.89	Re-invest Reserve Interest	
09/08/2021	8344938	-	10,047.25	September Monthly Reserve Funding	
09/30/2021	8396004	-	9.09	Re-invest Reserve Interest	
10/01/2021	8452403	2,538.90	-	Reclass NNI Species Control - Summer 2021; Invasive Plant Control	
10/07/2021	8407812	-	10,047.25	October Monthly Reserve Funding	
10/27/2021	8430473	9,113.34	-	Progress Billing on NNI Species Control; Invasive Plant Control, INC. Chk # 105 Inv: 2021337 Invasive Plant Control, INC.	
10/31/2021	8452401	-	9.96	Re-invest Reserve Interest	
11/12/2021	8471026	-	10,047.25	November Monthly Reserve Funding	
11/30/2021	8531719	-	9.48	Re-invest Reserve Interest	
12/15/2021	8530648	-	10,047.25	December Monthly Reserve Funding	
12/31/2021	8575156	-	10.16	Re-invest Reserve Interest	
Totals:		(\$578,774.61)	\$11,652.24	\$60,339.60	(\$627,461.97)



Bank Account Reconciliation
Loft Ridge Homeowners Association
Quantum Operating Account (End: 12/31/2021)

Date: 1/4/2022
Time: 10:07 am
Page: 1

Date	Reconciled	Description	Check Number	Transaction Amount
Uncleared Items				
12/31/2021		Deposit from batch 213616	1791	\$1,820.00
			Total Uncleared	\$1,820.00

Quantum Operating Account Summary	
Ending Account Balance:	\$ 228,927.12
Uncleared Items:	\$1,820.00
Adjusted Balance:	\$ 227,107.12
Bank Ending Balance:	\$ 227,107.12
Difference:	\$-

Dec 31, 2021

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LOFT RIDGE HOA
MANAGED BY SEQUOIA MANAGEMENT COMPANY
13998 PARKEAST CIRCLE
CHANTILLY VA 20151

22

QNB: 505 PEACHTREE INDUSTRIAL BLVD SUWANEE GA (770)945-8300

Effective July 01, 2020 our Funds Availability policy will be changed to the following:

We are increasing the amount we make immediately available for withdrawal by checks not subject to next day availability from \$200 to \$225. In addition, the amount available for withdrawal on the second business day after the day of your deposit for large deposits, will increase from \$5,000 to \$5,525.

AI-RDC

12/01/2021 Beginning Balance		217,561.21
39 Deposits/Other Credits	+	35,825.00
15 Checks/Other Debits	-	26,279.09
12/31/2021 Ending Balance		227,107.12

----- Deposits/Other Credits -----			
12/01/2021 ACH Deposit			260.00
Loft Ridge Homeo OnlinePay			
12/02/2021 ACH Deposit	BillPay Credit	BILLPAY	780.00
12/06/2021 Deposit			470.00
12/06/2021 ACH Deposit			520.00
Loft Ridge Homeo OnlinePay			
12/07/2021 Deposit			260.00
12/09/2021 ACH Deposit			533.00
Loft Ridge Homeo OnlinePay			
12/13/2021 ACH Deposit			260.00
5/3 BANKCARD SYS NET SETLMT			
12/13/2021 ACH Deposit			260.00
5/3 BANKCARD SYS NET SETLMT			
12/13/2021 ACH Deposit			260.00
Loft Ridge Homeo OnlinePay			
12/14/2021 Deposit			2,200.00
12/14/2021 ACH Deposit			520.00
Loft Ridge Homeo OnlinePay			
12/14/2021 ACH Deposit	BillPay Credit	BILLPAY	520.00
12/15/2021 ACH Deposit			520.00
5/3 BANKCARD SYS NET SETLMT			
12/15/2021 ACH Deposit			520.00
Loft Ridge Homeo OnlinePay			
12/15/2021 ACH Deposit	BillPay Credit	BILLPAY	520.00
12/16/2021 ACH Deposit	BillPay Credit	BILLPAY	475.00
12/17/2021 Deposit			2,860.00

Dec 31, 2021

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LOFT RIDGE HOA

12/17/2021 ACH Deposit		780.00
Loft Ridge Homeo OnlinePay		
12/20/2021 Deposit		6,520.00
12/20/2021 ACH Deposit	BillPay Credit BILLPAY	260.00
12/20/2021 ACH Deposit		520.00
Loft Ridge Homeo OnlinePay		
12/21/2021 Deposit		247.00
12/21/2021 Deposit		1,840.00
12/21/2021 ACH Deposit		260.00
Loft Ridge Homeo OnlinePay		
12/22/2021 ACH Deposit		260.00
5/3 BANKCARD SYS NET SETLMT		
12/22/2021 ACH Deposit	BillPay Credit BILLPAY	260.00
12/23/2021 Deposit		1,820.00
12/24/2021 ACH Deposit		150.00
5/3 BANKCARD SYS NET SETLMT		
12/27/2021 ACH Deposit		260.00
5/3 BANKCARD SYS NET SETLMT		
12/28/2021 Deposit		260.00
12/28/2021 Deposit		4,160.00
12/28/2021 ACH Deposit		520.00
Loft Ridge Homeo OnlinePay		
12/29/2021 ACH Deposit	BillPay Credit BILLPAY	2,080.00
12/30/2021 Deposit		520.00
12/30/2021 ACH Deposit		520.00
Loft Ridge Homeo OnlinePay		
12/30/2021 ACH Deposit	BillPay Credit BILLPAY	1,030.00
12/31/2021 Deposit		520.00
12/31/2021 ACH Deposit		260.00
Loft Ridge Homeo OnlinePay		
12/31/2021 ACH Deposit	BillPay Credit BILLPAY	1,040.00

----- Checks listed in numerical order; (*) indicates gap in sequence -----

Check	Date	Amount	Check	Date	Amount
10452	12/02	3,706.58	10457	12/16	318.17
10453	12/08	253.78	10458	12/23	310.64
10454	12/07	5,507.00	10459	12/22	754.84
10455	12/07	40.23	10460	12/23	405.00
10456	12/14	2,626.68	10461	12/23	997.34

Dec 31, 2021

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LOFT RIDGE HOA

----- Other Debits -----

12/07/2021 ACH Payment	35.79
DOMINION ENERGY BILLPAY BILLPAY	
12/07/2021 ACH Payment	482.79
DOMINION ENERGY BILLPAY BILLPAY	
12/13/2021 Dep Item Rtn ACH	533.00
Shimelse Mekonn Invalid Acct Number	
12/15/2021 ACH Payment	10,047.25
Loft Ridge Homeo CincXfer	
12/16/2021 Dep Item Rtn ACH	260.00
JAROD SUTTON NO A/C UNABLE TO LOCATE	

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00

----- Daily Ending Balance -----

12/01	217,821.21	12/14	211,218.36	12/23	215,787.12
12/02	214,894.63	12/15	202,731.11	12/24	215,937.12
12/06	215,884.63	12/16	202,627.94	12/27	216,197.12
12/07	210,078.82	12/17	206,267.94	12/28	221,137.12
12/08	209,825.04	12/20	213,567.94	12/29	223,217.12
12/09	210,358.04	12/21	215,914.94	12/30	225,287.12
12/13	210,605.04	12/22	215,680.10	12/31	227,107.12



Your Banking Partner for Success

505 PEACHTREE INDUSTRIAL BLVD.
SUWANEE, GA 30024
TEL: (770) 945-8300
FAX: (770) 945-4888

XXXXXX6050

MEMBER FDIC

Dec 31, 2021

Pg 1 of 1

LOFT RIDGE HOA
MANAGED BY SEQUOIA MANAGEMENT COMPANY
13998 PARKEAST CIRCLE
CHANTILLY VA 20151

0

QNB: 505 PEACHTREE INDUSTRIAL BLVD SUWANEE GA (770)945-8300

Effective July 01, 2020 our Funds Availability policy will be changed to the following:

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AI-Money Market

12/01/2021 Beginning Balance		194,551.52
2 Deposits/Other Credits	+	10,055.75
0 Checks/Other Debits	-	.00
12/31/2021 Ending Balance	31 Days in Statement Period	204,607.27

----- Deposits/Other Credits -----		
12/15/2021 ACH Deposit	Loft Ridge Homeo CincXfer	10,047.25
12/31/2021 Accr Earning Pymt	Added to Account	8.50

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00

----- Daily Ending Balance -----			
12/01	194,551.52	12/15	204,598.77
		12/31	204,607.27

----- Earnings Summary -----			
** Below is an itemization of the Earnings **			
** paid this period. **			
Interest Paid This Period	8.50 Annual Percentage Yield Earned	0.05 %	
Interest Paid YTD	109.27 Days in Earnings Period	31	
	Earnings Balance	200,061.30	

Quantum National Bank
 505 Peachtree Industrial Blvd
 n/a
 Suwanee, GA 30024

Contact Us
770-945-8300
www.quantumbank.com



107593-31A
 Loft Ridge
 13998 Parkeast Cir
 Chantilly, VA 20151-2272

Account
Loft Ridge

Date
12/31/2021

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IntraFi® Network DepositsSM Monthly Statement

Demand or Savings Option (formerly known as ICS®)

The following information is a summary of activity in your account(s) for the month of December 2021 and the list of FDIC-insured institution(s) that hold your deposits as of the date indicated. These deposits have been placed by us, as your agent and custodian, in deposit accounts through IntraFi Network Deposits. Funds in your deposit accounts at the FDIC-insured institutions at which your funds have been placed will be "deposits," as defined by federal law.

Summary of Accounts

Account ID	Deposit Option	Interest Rate	Opening Balance	Ending Balance
*****050	Savings	0.01%	\$195,461.35	\$195,463.01
TOTAL			\$195,461.35	\$195,463.01

Date
12/31/2021

01288

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DETAILED ACCOUNT OVERVIEW

Account ID: *****050

Account Title: Loft Ridge



Account Summary - Savings

Statement Period	12/1-12/31/2021	Average Daily Balance	\$195,461.40
Previous Period Ending Balance	\$195,461.35	Interest Rate at End of Statement Period	0.01%
Total Program Deposits	0.00	Statement Period Yield	0.01%
Total Program Withdrawals	(0.00)	YTD Interest Paid	35.02
Interest Capitalized	1.66	YTD Taxes Withheld	0.00
Taxes Withheld	(0.00)		
Current Period Ending Balance	\$195,463.01		

Account Transaction Detail

Date	Activity Type	Amount	Balance
12/31/2021	Interest Capitalization	\$1.66	\$195,463.01

Summary of Balances as of December 31, 2021

FDIC-Insured Institution	City/State	FDIC Cert No.	Balance
KS StateBank	Manhattan, KS	19899	\$195,463.01

OLD BUSINESS

NEW BUSINESS



LMK Web Design & Consulting
571-384-8844

10904 Jarvis Ct
Fredericksburg, Virginia
22407
United States

Billed To

Ryan Courtney
Loft Ridge Homeowners Association
Sequoia Management Company, Inc.
13998 Parkeast Circle
Chantilly, Virginia
20151
United States

Date of Issue

11/29/2021

Invoice Number

1453

Amount Due (USD)

\$15.00

Due Date

12/29/2021

Description

Rate

Qty

Line Total

Domain Name
Annual Renewal Fee for loftridge.com (Expires January 28, 2022)

\$15.00

1

\$15.00

Subtotal

15.00

Tax

0.00

Total

15.00

Amount Paid

0.00

Amount Due (USD)

\$15.00

Notes

This renews your domain name loftridge.com for 12 months through January 28, 2023. Fee includes mandatory ICANN registration fee.

Thank you for your business!

Terms

Please process payment within 10 days of receipt. Payments not received within 60 days will be automatically assessed a 1.5% late fee. Domain names not renewed within 5 days of expiration may be subject to loss and/or late payment fees.

HOMEOWNERS FORUM

EXECUTIVE SESSION

(confidential
information)