



REGULAR MEETING OF THE FINANCE COMMITTEE

**Tuesday, August 2, 2022 – 1:30 p.m.
Laguna Woods Village Board Room/Virtual
24351 El Toro Road
Laguna Woods, CA 92637**

NOTICE and AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for July 5, 2022
5. Chair Remarks
6. Member Comments (Items Not on the Agenda)

At this time Members only may address the Committee regarding items not on the agenda and within the jurisdiction of this Committee. The Committee reserves the right to limit the total amount of time allotted for the Open Forum. Members can attend the meeting by joining the Zoom link <https://us06web.zoom.us/j/81161366511> or by calling (669) 900-6833 and enter the meeting ID 81161366511# or email meeting@vmsinc.org to request to speak.

7. Department Head Update

Reports

8. Preliminary Financial Statements dated June 30, 2022
 - a) June Operating Forecast
 - b) June Reserve Forecast – Oral Plan for Funds
 - c) 2022 Insurance Detail

Items for Discussion and Consideration

9. Collections and Lien Policy
10. 2021 Operating Surplus/Deficit
11. Endorsements from Standing Committee

Highlights

12. 2023 External Factors affecting budget

Future Agenda Items

Concluding Business:

13. Committee Member Comments
14. Date of Next Meeting – Tuesday, September 6, 2022 at 1:30 p.m.
15. Recess to Closed Session

Donna Rane-Szostak, Chair
Steve Hormuth, Staff Officer
Telephone: 949-597-4201



FINANCE COMMITTEE MEETING REPORT OF THE REGULAR OPEN SESSION

Tuesday, July 5, 2022 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: Donna Rane-Szostak, Ralph Engdahl, Jim Cook, John Frankel, Annie McCary, Ira Lewis, Cush Bhada, Mark Laws, Cris Prince, Jules Zalon

DIRECTORS ABSENT: None.

ADVISORS PRESENT: None.

STAFF PRESENT: Steve Hormuth, Jose Campos, Erika Hernandez

Call to Order

Director Donna Rane-Szostak, Treasurer, chaired and called the meeting to order at 1:34pm.

Acknowledgement of Media

The meeting was streamed through Granicus and made available via Zoom for members of the community to participate virtually.

Approval of Meeting Agenda

A motion was made and carried unanimously to approve the agenda as presented.

Approval of Meeting Report for June 7, 2022

A motion was made and by consensus, the meeting report was approved as presented.

Chair Remarks

Director Rane-Szostak welcomed community members and recognized the Finance department's great effort to maintain lower monthly assessments in 2023, emphasized the importance of preventative maintenance and encouraged residents to participate in the upcoming budget meetings.

Member Comments (Items Not on the Agenda)

None.

Department Head Update

Steve Hormuth, Director of Financial Services, discussed the upcoming 2023 Business Plan budget meeting scheduled for July 15th where Version 2 will be reviewed. Furthermore, Mr. Hormuth provided an update on the \$7.6M insurance renewal payment made on June 30, 2022. Director Rane-Szostak made an additional comment regarding the May 2022 year-to-date favorable variance is primarily due to being short-staffed and anticipates the surplus will shrink as positions are filled.

Preliminary Financial Statements dated May 31, 2022

Jose Campos, Assistant Director of Financial Services, presented the Preliminary Financial Statements dated May 31, 2022. Questions were addressed and noted by staff.

Endorsements from Standing Committees

None.

Future Agenda Items

None.

Committee Member Comments

None.

Date of Next Meeting

Tuesday, August 2, 2022 at 1:30 p.m.

Recess to Closed Session

The meeting recessed at 2:30 p.m.

Donna Rane-Szostak

Donna Rane-Szostak (Jul 10, 2022 15:28 PDT)

Donna Rane-Szostak, Chair



MEMORANDUM

To: Third Finance Committee
 From: Steve Hormuth, Director of Financial Services
 Date: Aug 2, 2022
 Re: Department Head Update

Financial Highlights

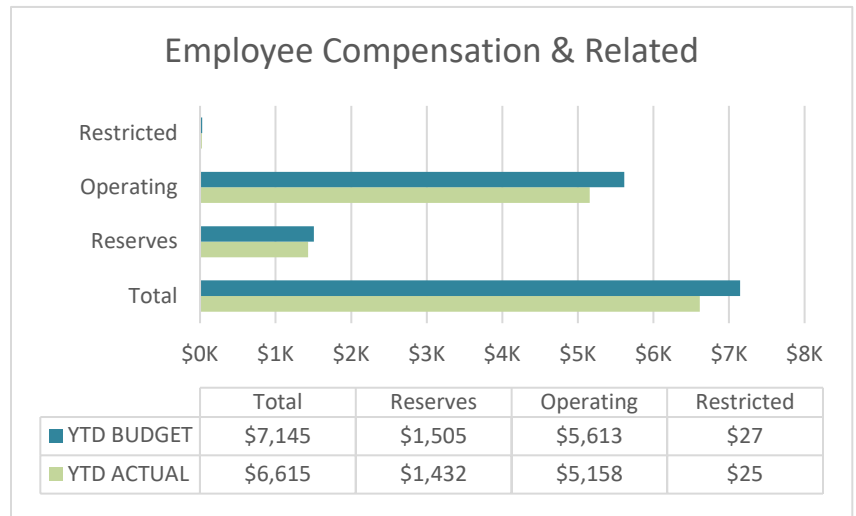
SUMMARY:

For the year-to-date period ending June 30, 2022, Third Laguna Hills Mutual was better than budget by \$3,730K primarily due to late start of programs due to COVID-19 pandemic, affecting the areas of outside services, compensation, and materials.

| INCOME STATEMENT (in Thousands) | | | |
|------------------------------------|----------------|----------------|----------------|
| | Actual | Budget | Variance |
| Assessment Revenues | \$20,707 | \$20,707 | \$0 |
| Other Revenues | \$1,067 | \$1,045 | \$21 |
| Expenses | \$16,842 | \$20,552 | \$3,710 |
| Revenue/(Expense) | \$4,931 | \$1,201 | \$3,730 |

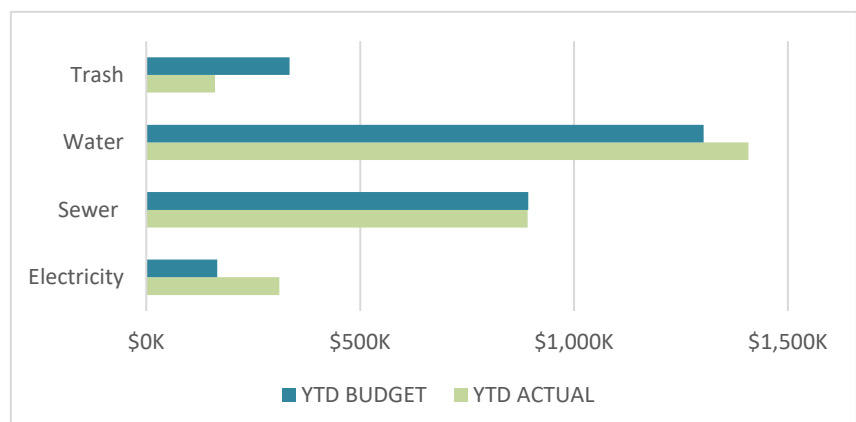
COMPENSATION:

Actual compensation and related costs came in at \$6,615K with \$5,158K in operations, \$1,432K in reserves, and \$25K in restricted. Combined, this category is 7.4% favorable to budget. For Third, the most significant savings were due to outsourcing of 8 Landscape staff and open positions in Maintenance & Constructions.



UTILITIES:

In total, this category was unfavorable to budget by (\$75K) mainly due to water coming in higher than budget. Budget was based on a five-year average of water consumption, which was 16.6% over the budgeted usage. The variance was partially offset by a lower rate than anticipated at the time of budget preparation.



Discussions

2023 Business Plan: Third kicked off the 2023 Business Plan development in March. The board has met several times to review various iterations of the budget. Most Recently, the Third Board Met on July 15, 2022 to review Version 2 of the 2023 Business Plan. Staff will incorporate suggestions from the meeting and any subsequent board direction into a business plan that will be reviewed on August 12.

Calendar

Aug 2, 2022 @ 1:30 p.m. Third Finance Committee Meeting (June Financials)

Aug 5, 2022 @ 9:30 a.m. Third Board Agenda Prep Meeting

Aug 12, 2022 @ 9:30 a.m. Third Budget – Business Plan Review

Aug 16, 2022 @ 9:30 a.m. Third Board Meeting

Sep 2, 2022 @ 9:30 a.m. Third Board Agenda Prep Meeting

Sep 6, 2022 @ 1:30 p.m. Third Finance Committee Meeting (July Financials)

Sep 20, 2022 @ 9:30 a.m. Third Board Meeting

Oct 4, 2022 @ 1:30 p.m. Third Finance Committee (September Financials)

Oct 7, 2022 @ 9:30 a.m. Third Board Agenda Prep Meeting

Oct 18, 2022 @ 9:30 a.m. Third Board Meeting

| August 2022 | | | | | | | September 2022 | | | | | | | October 2022 | | | | | | |
|-------------|----|----|----|----|----|----|----------------|----|----|----|----|----|----|--------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 | | | | | 1 | 2 | 3 | | | | | | | 1 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 28 | 29 | 30 | 31 | | | | 25 | 26 | 27 | 28 | 29 | 30 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| | | | | | | | | | | | | | | 30 | 31 | | | | | |

Third Laguna Hills Mutual
Statement of Revenues & Expenses - Preliminary
6/30/2022
(\$ IN THOUSANDS)

| | CURRENT MONTH | | | YEAR TO DATE | | | PRIOR YEAR | TOTAL |
|--|---------------|---------|----------|--------------|----------|----------|------------|----------|
| | ACTUAL | BUDGET | VARIANCE | ACTUAL | BUDGET | VARIANCE | ACTUAL | BUDGET |
| Revenues: | | | | | | | | |
| Assessments: | | | | | | | | |
| 1 Operating | \$2,384 | \$2,384 | | \$14,301 | \$14,302 | (\$1) | \$10,484 | \$28,603 |
| 2 Additions to restricted funds | 1,068 | 1,068 | | 6,406 | 6,406 | | 6,816 | 12,811 |
| 3 Total assessments | 3,451 | 3,451 | | 20,707 | 20,707 | (1) | 17,300 | 41,415 |
| Non-assessment revenues: | | | | | | | | |
| 4 Fees and charges for services to residents | 116 | 80 | 35 | 519 | 477 | 42 | 358 | 960 |
| 5 Laundry | 13 | 18 | (5) | 106 | 105 | 1 | 105 | 210 |
| 6 Investment income | 20 | 20 | | 83 | 122 | (39) | 79 | 244 |
| 7 Miscellaneous | 81 | 57 | 24 | 360 | 342 | 18 | 275 | 683 |
| 8 Total non-assessment revenue | 230 | 175 | 55 | 1,067 | 1,045 | 21 | 817 | 2,097 |
| 9 Total revenue | 3,681 | 3,626 | 54 | 21,774 | 21,753 | 21 | 18,117 | 43,512 |
| Expenses: | | | | | | | | |
| 10 Employee compensation and related | 1,161 | 1,176 | 15 | 6,615 | 7,144 | 530 | 6,197 | 14,324 |
| 11 Materials and supplies | 129 | 121 | (8) | 681 | 702 | 21 | 729 | 1,411 |
| 12 Utilities and telephone | 553 | 516 | (37) | 2,771 | 2,697 | (75) | 2,858 | 5,968 |
| 13 Legal fees | 39 | 44 | 5 | 84 | 251 | 167 | 219 | 527 |
| 14 Professional fees | 1 | 10 | 9 | 70 | 89 | 19 | 42 | 155 |
| 15 Equipment rental | | 4 | 4 | 11 | 23 | 12 | 24 | 45 |
| 16 Outside services | 330 | 896 | 565 | 1,604 | 4,021 | 2,418 | 1,782 | 8,624 |
| 17 Repairs and maintenance | 28 | 29 | 1 | 155 | 174 | 19 | 143 | 349 |
| 18 Other Operating Expense | 12 | 14 | 2 | 52 | 93 | 40 | 63 | 193 |
| 19 Property and sales tax | | | | | | | 2 | |
| 20 Insurance | 736 | 754 | 18 | 3,895 | 4,525 | 630 | 2,653 | 9,049 |
| 21 Investment expense | | 2 | 2 | | 11 | 11 | 9 | 21 |
| 22 Uncollectible Accounts | 42 | 5 | (37) | 106 | 33 | (73) | 11 | 65 |
| 23 (Gain)/loss on sale or trade | | | | 4 | | (4) | 15 | |
| 24 Depreciation and amortization | 11 | 11 | | 67 | 67 | | 67 | 134 |
| 25 Net allocation to mutuals | 134 | 120 | (14) | 728 | 724 | (4) | 668 | 1,449 |
| 26 Total expenses | 3,177 | 3,702 | 525 | 16,842 | 20,552 | 3,710 | 15,483 | 42,314 |
| 27 Excess of revenues over expenses | \$504 | (\$76) | \$580 | \$4,931 | \$1,201 | \$3,730 | \$2,634 | \$1,198 |

Third Laguna Hills Mutual
Statement of Revenues & Expenses - By Fund Type - Preliminary
6/30/2022
(\$ IN THOUSANDS)

| | OPERATING YEAR TO DATE | | | RESERVE YEAR TO DATE | | | RESTRICTED YEAR TO DATE | | | COMBINED YEAR TO DATE | | |
|--|------------------------|----------|----------|----------------------|--------|----------|-------------------------|--------|----------|-----------------------|----------|----------|
| | ACTUAL | BUDGET | VARIANCE | ACTUAL | BUDGET | VARIANCE | ACTUAL | BUDGET | VARIANCE | ACTUAL | BUDGET | VARIANCE |
| Revenues: | | | | | | | | | | | | |
| Assessments: | | | | | | | | | | | | |
| 1 Operating | \$14,301 | \$14,302 | (\$1) | | | | | | | \$14,301 | \$14,302 | (\$1) |
| 2 Additions to restricted funds | | | | 5,565 | 5,565 | | 841 | 841 | | 6,406 | 6,406 | |
| 3 Total assessments | 14,301 | 14,302 | (1) | 5,565 | 5,565 | | 841 | 841 | | 20,707 | 20,707 | (1) |
| Non-assessment revenues: | | | | | | | | | | | | |
| 4 Fees and charges for services to residents | 519 | 477 | 42 | | | | | | | 519 | 477 | 42 |
| 5 Laundry | 106 | 105 | 1 | | | | | | | 106 | 105 | 1 |
| 6 Investment income | | | | 60 | 69 | (9) | 23 | 53 | (30) | 83 | 122 | (39) |
| 7 Miscellaneous | 360 | 342 | 18 | | | | | | | 360 | 342 | 18 |
| 8 Total non-assessment revenue | 984 | 923 | 61 | 60 | 69 | (9) | 23 | 53 | (30) | 1,067 | 1,045 | 21 |
| 9 Total revenue | 15,285 | 15,225 | 60 | 5,625 | 5,634 | (9) | 863 | 894 | (30) | 21,774 | 21,753 | 21 |
| Expenses: | | | | | | | | | | | | |
| 10 Employee compensation and related | 5,158 | 5,613 | 454 | 1,432 | 1,505 | 73 | 25 | 27 | 2 | 6,615 | 7,144 | 530 |
| 11 Materials and supplies | 416 | 387 | (29) | 255 | 307 | 52 | 10 | 8 | (1) | 681 | 702 | 21 |
| 12 Utilities and telephone | 2,768 | 2,689 | (78) | 4 | 7 | 4 | | | | 2,771 | 2,697 | (75) |
| 13 Legal fees | 84 | 251 | 167 | | | | | | | 84 | 251 | 167 |
| 14 Professional fees | 64 | 89 | 25 | 2 | | (2) | 4 | | (4) | 70 | 89 | 19 |
| 15 Equipment rental | 2 | 4 | 1 | 8 | 19 | 10 | | | | 11 | 23 | 12 |
| 16 Outside services | 540 | 386 | (154) | 1,005 | 3,085 | 2,079 | 58 | 551 | 493 | 1,604 | 4,021 | 2,418 |
| 17 Repairs and maintenance | 154 | 171 | 17 | 1 | 3 | 2 | | | | 155 | 174 | 19 |
| 18 Other Operating Expense | 45 | 80 | 35 | 7 | 13 | 6 | | | | 52 | 93 | 40 |
| 19 Property and sales tax | | | | | | | | | | | | |
| 20 Insurance | 3,895 | 4,525 | 630 | | | | | | | 3,895 | 4,525 | 630 |
| 21 Investment expense | | | | | 6 | 6 | | 5 | 5 | | 11 | 11 |
| 22 Uncollectible Accounts | 106 | 33 | (73) | | | | | | | 106 | 33 | (73) |
| 23 (Gain)/loss on sale or trade | | | | 3 | | (3) | 1 | | (1) | 4 | | (4) |
| 24 Depreciation and amortization | 67 | 67 | | | | | | | | 67 | 67 | |
| 25 Net allocation to mutuals | 599 | 609 | 10 | 127 | 113 | (14) | 1 | 1 | | 728 | 724 | (4) |
| 26 Total expenses | 13,899 | 14,903 | 1,004 | 2,844 | 5,056 | 2,212 | 99 | 592 | 493 | 16,842 | 20,552 | 3,710 |
| 27 Excess of revenues over expenses | \$1,386 | \$322 | \$1,064 | \$2,781 | \$578 | \$2,203 | \$764 | \$301 | \$463 | \$4,931 | \$1,201 | \$3,730 |

**Third Laguna Hills Mutual
Balance Sheet - Preliminary
6/30/2022**

| | | <u>Current Month End</u> | <u>Prior Year December 31</u> |
|-----------|--|------------------------------|-----------------------------------|
| | Assets | | |
| 1 | Cash and cash equivalents | \$8,537,481 | \$3,967,068 |
| 2 | Non-discretionary investments | 1,498,717 | |
| 3 | Discretionary investments | 25,182,483 | 25,180,400 |
| 4 | Receivable/(Payable) from mutuals | 1,240,347 | 532,799 |
| 5 | Accounts receivable and interest receivable | 220,877 | 218,076 |
| 6 | Prepaid expenses and deposits | 224,922 | 2,818,713 |
| 7 | Property and equipment | 141,239 | 141,239 |
| 8 | Accumulated depreciation property and equipment | (141,239) | (141,239) |
| 9 | Beneficial interest in GRF of Laguna Hills Trust | 4,987,892 | 5,055,140 |
| 10 | Non-controlling interest in GRF | 41,073,262 | 41,073,262 |
| 11 | Total Assets | <u>\$82,965,980</u> | <u>\$78,845,457</u> |
| | Liabilities and Fund Balances | | |
| | Liabilities: | | |
| 12 | Accounts payable and accrued expenses | \$2,550,712 | \$3,429,790 |
| 13 | Accrued compensation and related costs | 596,103 | 596,103 |
| 14 | Deferred income | 805,509 | 737,176 |
| 15 | Income tax payable | (26,005) | (26,005) |
| 16 | Total liabilities | <u>\$3,926,319</u> | <u>\$4,737,064</u> |
| | Fund balances: | | |
| 17 | Fund balance prior years | 74,108,394 | 74,218,083 |
| 18 | Change in fund balance - current year | 4,931,267 | (109,690) |
| 19 | Net fund balances | <u>79,039,661</u> | <u>74,108,394</u> |
| 20 | Total fund balances | <u>79,039,661</u> | <u>74,108,394</u> |
| 21 | Total Liabilities and Fund Balances | <u>\$82,965,980</u> | <u>\$78,845,457</u> |

**Third Laguna Hills Mutual
Fund Balance Sheet - Preliminary
6/30/2022**

| | Operating Fund | Replacement Fund | Elevator Replacement Fund | Laundry Replacement Fund | Garden Villa Rec Room Fund | Disaster Fund | Unappropriated Expenditures Fund | Total |
|--|----------------------------|-----------------------------|--|---|---|---------------------------|---|----------------------------|
| Assets | | | | | | | | |
| 1 Cash and cash equivalents | \$2,303,891 | \$3,808,356 | \$514,295 | \$78,173 | \$32,346 | \$1,080,761 | \$719,659 | \$8,537,481 |
| 2 Non-discretionary investments | | 953,619 | 114,214 | 21,576 | 4,234 | 293,139 | 111,936 | 1,498,717 |
| 3 Discretionary investments | | 15,061,697 | 1,916,571 | 262,032 | 71,062 | 4,850,302 | 3,020,819 | 25,182,483 |
| 4 Receivable/(Payable) from mutuals | 1,240,347 | | | | | | | 1,240,347 |
| 5 Accounts receivable and interest receivable | 220,877 | | | | | | | 220,877 |
| 6 Prepaid expenses and deposits | 224,922 | | | | | | | 224,922 |
| 7 Property and equipment | 141,239 | | | | | | | 141,239 |
| 8 Accumulated depreciation property and equipment | (141,239) | | | | | | | (141,239) |
| 9 Beneficial interest in GRF of Laguna Hills Trust | 4,987,892 | | | | | | | 4,987,892 |
| 10 Non-controlling interest in GRF | 41,073,262 | | | | | | | 41,073,262 |
| 11 Total Assets | <u>\$50,051,190</u> | <u>\$19,823,672</u> | <u>\$2,545,080</u> | <u>\$361,781</u> | <u>\$107,641</u> | <u>\$6,224,202</u> | <u>\$3,852,413</u> | <u>\$82,965,980</u> |
| Liabilities and Fund Balances | | | | | | | | |
| Liabilities: | | | | | | | | |
| 12 Accounts payable and accrued expenses | \$1,642,963 | \$880,210 | | | \$19,720 | \$7,819 | | \$2,550,712 |
| 13 Accrued compensation and related costs | 596,103 | | | | | | | 596,103 |
| 14 Deferred income | 805,509 | | | | | | | 805,509 |
| 15 Income tax payable | (26,005) | | | | | | | (26,005) |
| 16 Total liabilities | <u>\$3,018,570</u> | <u>\$880,210</u> | | | <u>\$19,720</u> | <u>\$7,819</u> | | <u>\$3,926,319</u> |
| Fund balances: | | | | | | | | |
| 17 Fund balance prior years | 45,646,657 | 16,348,615 | 2,355,983 | 364,571 | 104,231 | 5,441,633 | 3,846,704 | 74,108,394 |
| 18 Change in fund balance - current year | <u>1,385,963</u> | <u>2,594,847</u> | <u>189,097</u> | <u>(2,789)</u> | <u>(16,310)</u> | <u>774,750</u> | <u>5,710</u> | <u>4,931,267</u> |
| 19 Net fund balances | 47,032,620 | 18,943,462 | 2,545,080 | 361,781 | 87,921 | 6,216,383 | 3,852,413 | 79,039,661 |
| 20 Total fund balances | <u>47,032,620</u> | <u>18,943,462</u> | <u>2,545,080</u> | <u>361,781</u> | <u>87,921</u> | <u>6,216,383</u> | <u>3,852,413</u> | <u>79,039,661</u> |
| 21 Total Liabilities and Fund Balances | <u>\$50,051,190</u> | <u>\$19,823,672</u> | <u>\$2,545,080</u> | <u>\$361,781</u> | <u>\$107,641</u> | <u>\$6,224,202</u> | <u>\$3,852,413</u> | <u>\$82,965,980</u> |

**Third Laguna Hills Mutual
Changes in Fund Balances - Preliminary
6/30/2022**

| | Operating Fund | Replacement Fund | Elevator Replacement Fund | Laundry Replacement Fund | Garden Villa Rec Room Fund | Disaster Fund | Unappropriated Expenditures Fund | Total |
|--|---------------------------|-----------------------------|--|---|---|--------------------------|---|--------------------|
| Revenues: | | | | | | | | |
| Assessments: | | | | | | | | |
| 1 Operating | \$14,301,067 | | | | | | | \$14,301,067 |
| 2 Additions to restricted funds | | 5,345,352 | 183,060 | 36,612 | 44,712 | 795,945 | | 6,405,681 |
| 3 Total assessments | <u>14,301,067</u> | <u>5,345,352</u> | <u>183,060</u> | <u>36,612</u> | <u>44,712</u> | <u>795,945</u> | | <u>20,706,748</u> |
| Non-assessment revenues: | | | | | | | | |
| 4 Fees and charges for services to residents | 518,944 | | | | | | | 518,944 |
| 5 Laundry | 105,512 | | | | | | | 105,512 |
| 6 Interest income | | 52,781 | 6,321 | 1,194 | 234 | 16,228 | 6,196 | 82,954 |
| 7 Miscellaneous | 359,529 | | | | | | | 359,529 |
| 8 Total non-assessment revenue | <u>983,986</u> | <u>52,781</u> | <u>6,321</u> | <u>1,194</u> | <u>234</u> | <u>16,228</u> | <u>6,196</u> | <u>1,066,940</u> |
| 9 Total revenue | <u>15,285,053</u> | <u>5,398,133</u> | <u>189,381</u> | <u>37,806</u> | <u>44,946</u> | <u>812,173</u> | <u>6,196</u> | <u>21,773,688</u> |
| Expenses: | | | | | | | | |
| 10 Employee compensation and related | 5,158,076 | 1,418,686 | | 13,060 | 10,927 | 13,898 | | 6,614,646 |
| 11 Materials and supplies | 416,232 | 229,009 | | 26,464 | 7,665 | 1,978 | | 681,348 |
| 12 Utilities and telephone | 2,767,587 | 3,631 | | | 18 | 90 | | 2,771,325 |
| 13 Legal fees | 84,149 | | | | | | | 84,149 |
| 14 Professional fees | 64,142 | 1,954 | | | | 4,052 | | 70,147 |
| 15 Equipment rental | 2,309 | 8,352 | | | 44 | 131 | | 10,836 |
| 16 Outside services | 540,485 | 1,005,123 | | 11 | 41,964 | 15,844 | 207 | 1,603,635 |
| 17 Repairs and maintenance | 153,935 | 833 | | | 5 | 4 | | 154,776 |
| 18 Other Operating Expense | 45,201 | 6,937 | | 85 | 63 | 63 | | 52,350 |
| 19 Insurance | 3,894,706 | | | | | | | 3,894,706 |
| 20 Investment expense | | 19 | 2 | | | 6 | 2 | 30 |
| 21 Uncollectible Accounts | 105,596 | | | | | | | 105,596 |
| 22 (Gain)/loss on sale or trade | | 2,354 | 282 | 53 | 10 | 723 | 276 | 3,699 |
| 23 Depreciation and amortization | 67,248 | | | | | | | 67,248 |
| 24 Net allocations to mutuals | 599,426 | 126,387 | | 922 | 561 | 633 | | 727,929 |
| 25 Total expenses | <u>13,899,090</u> | <u>2,803,285</u> | <u>284</u> | <u>40,595</u> | <u>61,256</u> | <u>37,423</u> | <u>486</u> | <u>16,842,421</u> |
| 26 Excess of revenues over expenses | <u>\$1,385,963</u> | <u>\$2,594,847</u> | <u>\$189,097</u> | <u>(\$2,789)</u> | <u>(\$16,310)</u> | <u>\$774,750</u> | <u>\$5,710</u> | <u>\$4,931,267</u> |
| 27 Excluding unrealized gain/(loss) and depreciation | <u>\$1,453,211</u> | <u>\$2,594,847</u> | <u>\$189,097</u> | <u>(\$2,789)</u> | <u>(\$16,310)</u> | <u>\$774,750</u> | <u>\$5,710</u> | <u>\$4,998,515</u> |

**Third Laguna Hills Mutual
Operating Statement
6/30/2022
THIRD LAGUNA HILLS MUTUAL**

| | Actual | YEAR TO DATE Budget | VAR\$ B/(W) | VAR% B/(W) | TOTAL BUDGET |
|--|-------------------|------------------------|-----------------|-----------------|-------------------|
| Revenues: | | | | | |
| Assessments: | | | | | |
| Operating | | | | | |
| 41001000 - Monthly Assessments | \$14,301,067 | \$14,301,747 | (\$679) | 0.00% | \$28,603,493 |
| Total Operating | 14,301,067 | 14,301,747 | (679) | 0.00% | 28,603,493 |
| Additions To Restricted Funds | | | | | |
| 41002000 - Monthly Assessments - Disaster Fund | 795,945 | 795,945 | 0 | 0.00% | 1,591,890 |
| 41003500 - Monthly Assessments - Replacement Fund | 5,345,352 | 5,345,352 | 0 | 0.00% | 10,690,704 |
| 41004000 - Monthly Assessments - Elevator Replacement Fund | 183,060 | 183,060 | 0 | 0.00% | 366,120 |
| 41004500 - Monthly Assessments - Laundry Replacement Fund | 36,612 | 36,612 | 0 | 0.00% | 73,224 |
| 41006000 - Monthly Assessments - Garden Villa Recreation Room Fund | 44,712 | 44,712 | 0 | 0.00% | 89,424 |
| Total Additions To Restricted Funds | 6,405,681 | 6,405,681 | 0 | 0.00% | 12,811,362 |
| Total Assessments | 20,706,748 | 20,707,428 | (679) | 0.00% | 41,414,855 |
| Non-Assessment Revenues: | | | | | |
| Fees and Charges for Services to Residents | | | | | |
| 46501000 - Permit Fee | 153,184 | 119,110 | 34,074 | 28.61% | 238,222 |
| 46501500 - Inspection Fee | 46,997 | 36,767 | 10,230 | 27.82% | 73,537 |
| 46502000 - Resident Maintenance Fee | 318,763 | 321,068 | (2,305) | (0.72%) | 648,636 |
| Total Fees and Charges for Services to Residents | 518,944 | 476,945 | 41,999 | 8.81% | 960,396 |
| Laundry | | | | | |
| 46005000 - Coin Op Laundry Machine | 105,512 | 105,000 | 512 | 0.49% | 210,000 |
| Total Laundry | 105,512 | 105,000 | 512 | 0.49% | 210,000 |
| Investment Income | | | | | |
| 49001000 - Investment Income - Nondiscretionary | 2,377 | 1,996 | 381 | 19.11% | 4,000 |
| 49002000 - Investment Income - Discretionary | 80,577 | 120,000 | (39,423) | (32.85%) | 240,000 |
| Investment Interest Income | 82,954 | 121,996 | (39,042) | (32.00%) | 244,000 |
| Miscellaneous | | | | | |
| 46004500 - Resident Violations | 13,000 | 27,097 | (14,097) | (52.02%) | 54,198 |
| 44501000 - Additional Occupant Fee | 11,050 | 0 | 11,050 | 0.00% | 0 |
| 44501510 - Lease Processing Fee - Third | 139,830 | 129,732 | 10,098 | 7.78% | 259,475 |
| 44502000 - Variance Processing Fee | 0 | 7,941 | (7,941) | (100.00%) | 15,888 |
| 44502500 - Non-Sale Transfer Fee - Third | 1,050 | 828 | 222 | 26.81% | 1,666 |
| 44503520 - Resale Processing Fee - Third | 100,720 | 95,868 | 4,852 | 5.06% | 191,740 |
| 44505500 - Hoa Certification Fee | 7,175 | 6,000 | 1,175 | 19.58% | 12,000 |
| 44507000 - Golf Cart Electric Fee | 30,669 | 34,998 | (4,329) | (12.37%) | 70,000 |
| 44507200 - Electric Vehicle Plug-In Fee | 8,601 | 5,502 | 3,099 | 56.32% | 11,000 |
| 44507500 - Cartport/Carport Space Rental Fee | 1,680 | 2,202 | (522) | (23.71%) | 4,400 |
| 47001500 - Late Fee Revenue | 43,030 | 25,500 | 17,530 | 68.74% | 51,000 |
| 47002020 - Collection Administrative Fee - Third | 0 | 1,350 | (1,350) | (100.00%) | 2,700 |
| 47002500 - Collection Interest Revenue | (413) | 2,502 | (2,915) | (116.52%) | 5,000 |
| 47501000 - Recycling | 3,125 | 1,998 | 1,127 | 56.41% | 4,000 |
| 49009000 - Miscellaneous Revenue | 13 | 0 | 13 | 0.00% | 0 |
| Total Miscellaneous | 359,529 | 341,518 | 18,010 | 5.27% | 683,067 |
| Total Non-Assessment Revenue | 1,066,940 | 1,045,460 | 21,480 | 2.05% | 2,097,463 |
| Total Revenue | 21,773,688 | 21,752,887 | 20,801 | 0.10% | 43,512,318 |
| Expenses: | | | | | |
| Employee Compensation | | | | | |
| 51011000 - Salaries & Wages - Regular | 1,362,008 | 1,578,064 | 216,057 | 13.69% | 3,188,996 |
| 51021000 - Union Wages - Regular | 2,347,296 | 2,767,984 | 420,688 | 15.20% | 5,581,847 |
| 51041000 - Wages - Overtime | 21,530 | 12,610 | (8,921) | (70.74%) | 25,234 |
| 51051000 - Union Wages - Overtime | 37,351 | 25,040 | (12,311) | (49.16%) | 50,106 |
| 51061000 - Holiday & Vacation | 379,143 | 366,972 | (12,172) | (3.32%) | 740,584 |
| 51071000 - Sick | 142,552 | 149,686 | 7,134 | 4.77% | 302,080 |
| 51091000 - Missed Meal Penalty | 2,218 | 1,771 | (447) | (25.22%) | 3,572 |
| 51101000 - Temporary Help | 35,214 | 54,799 | 19,585 | 35.74% | 109,606 |
| 51981000 - Compensation Accrual | 330,366 | 0 | (330,366) | 0.00% | 0 |

**Third Laguna Hills Mutual
Operating Statement
6/30/2022
THIRD LAGUNA HILLS MUTUAL**

| | Actual | YEAR TO DATE Budget | VAR\$ B/(W) | VAR% B/(W) | TOTAL BUDGET |
|---|------------------|------------------------|------------------|----------------|-------------------|
| Total Employee Compensation | 4,657,679 | 4,956,926 | 299,248 | 6.04% | 10,002,024 |
| Compensation Related | | | | | |
| 52411000 - F.I.C.A. | 323,273 | 371,863 | 48,590 | 13.07% | 742,748 |
| 52421000 - F.U.I. | 7,495 | 10,220 | 2,726 | 26.67% | 10,220 |
| 52431000 - S.U.I. | 33,727 | 51,947 | 18,220 | 35.07% | 51,947 |
| 52441000 - Union Medical | 896,293 | 953,185 | 56,892 | 5.97% | 1,906,370 |
| 52451000 - Workers' Compensation Insurance | 220,507 | 263,059 | 42,551 | 16.18% | 530,688 |
| 52461000 - Non Union Medical & Life Insurance | 181,385 | 216,474 | 35,089 | 16.21% | 432,813 |
| 52471000 - Union Retirement Plan | 216,763 | 251,599 | 34,835 | 13.85% | 507,367 |
| 52481000 - Non-Union Retirement Plan | 34,444 | 69,168 | 34,724 | 50.20% | 139,778 |
| 52981000 - Compensation Related Accrual | 43,080 | 0 | (43,080) | 0.00% | 0 |
| Total Compensation Related | 1,956,968 | 2,187,516 | 230,548 | 10.54% | 4,321,933 |
| Materials and Supplies | | | | | |
| 53001000 - Materials & Supplies | 229,833 | 252,159 | 22,326 | 8.85% | 503,088 |
| 53003000 - Materials Direct | 449,986 | 447,202 | (2,784) | (0.62%) | 902,417 |
| 53004000 - Freight | 1,529 | 2,799 | 1,270 | 45.36% | 5,630 |
| Total Materials and Supplies | 681,348 | 702,160 | 20,811 | 2.96% | 1,411,135 |
| Utilities and Telephone | | | | | |
| 53301000 - Electricity | 311,293 | 165,860 | (145,433) | (87.68%) | 372,829 |
| 53301500 - Sewer | 891,613 | 892,800 | 1,187 | 0.13% | 1,829,400 |
| 53302000 - Water | 1,407,996 | 1,303,086 | (104,910) | (8.05%) | 3,095,794 |
| 53302500 - Trash | 160,423 | 334,996 | 174,572 | 52.11% | 669,993 |
| Total Utilities and Telephone | 2,771,325 | 2,696,742 | (74,584) | (2.77%) | 5,968,016 |
| Legal Fees | | | | | |
| 53401500 - Legal Fees | 154,803 | 251,106 | 96,303 | 38.35% | 526,652 |
| 53401550 - Legal Fees Contra | (70,655) | 0 | 70,655 | 0.00% | 0 |
| Total Legal Fees | 84,149 | 251,106 | 166,957 | 66.49% | 526,652 |
| Professional Fees | | | | | |
| 53402020 - Audit & Tax Preparation Fees - Third | 38,500 | 36,260 | (2,240) | (6.18%) | 47,670 |
| 53403500 - Consulting Fees | 14,044 | 7,731 | (6,313) | (81.66%) | 13,597 |
| 53403520 - Consulting Fees - Third | 17,604 | 44,738 | 27,134 | 60.65% | 93,500 |
| Total Professional Fees | 70,147 | 88,729 | 18,581 | 20.94% | 154,767 |
| Equipment Rental | | | | | |
| 53501500 - Equipment Rental/Lease Fees | 10,836 | 22,535 | 11,699 | 51.91% | 45,077 |
| Total Equipment Rental | 10,836 | 22,535 | 11,699 | 51.91% | 45,077 |
| Outside Services | | | | | |
| 53601000 - Bank Fees | 19,130 | 21,158 | 2,029 | 9.59% | 42,322 |
| 53601500 - Credit Card Transaction Fees | 6,972 | 0 | (6,972) | 0.00% | 0 |
| 53604500 - Marketing Expense | 0 | 2,502 | 2,502 | 100.00% | 5,000 |
| 54603500 - Outside Services Cost Collection | 1,496,141 | 3,956,999 | 2,460,858 | 62.19% | 8,470,258 |
| 53704000 - Outside Services | 81,393 | 40,509 | (40,883) | (100.92%) | 106,430 |
| Total Outside Services | 1,603,635 | 4,021,168 | 2,417,533 | 60.12% | 8,624,010 |
| Repairs and Maintenance | | | | | |
| 53701000 - Equipment Repair & Maint | 1,770 | 6,156 | 4,385 | 71.24% | 12,340 |
| 53703000 - Elevator /Lift Maintenance | 153,006 | 167,598 | 14,592 | 8.71% | 336,584 |
| Total Repairs and Maintenance | 154,776 | 173,754 | 18,978 | 10.92% | 348,924 |
| Other Operating Expense | | | | | |
| 53801000 - Mileage & Meal Allowance | 1,071 | 5,255 | 4,183 | 79.61% | 10,540 |
| 53801500 - Travel & Lodging | 9 | 1,254 | 1,245 | 99.25% | 2,511 |
| 53802000 - Uniforms | 22,434 | 45,260 | 22,826 | 50.43% | 89,998 |
| 53802500 - Dues & Memberships | 417 | 1,322 | 905 | 68.46% | 2,683 |
| 53803000 - Subscriptions & Books | 135 | 960 | 825 | 85.94% | 1,931 |
| 53803500 - Training & Education | 1,114 | 9,917 | 8,803 | 88.76% | 21,162 |
| 53903000 - Safety | 370 | 742 | 373 | 50.18% | 1,489 |
| 54001020 - Board Relations - Third | 1,298 | 3,762 | 2,464 | 65.50% | 7,525 |
| 54001500 - Public Relations | (3) | 0 | 3 | 0.00% | 0 |
| 54002000 - Postage | 25,308 | 24,109 | (1,199) | (4.97%) | 54,488 |
| 54002500 - Filing Fees / Permits | 196 | 248 | 52 | 21.15% | 510 |
| Total Other Operating Expense | 52,350 | 92,829 | 40,480 | 43.61% | 192,837 |

**Third Laguna Hills Mutual
Operating Statement
6/30/2022**
THIRD LAGUNA HILLS MUTUAL

| | Actual | YEAR TO DATE Budget | VAR\$ B/(W) | VAR% B/(W) | TOTAL BUDGET |
|--|--------------------|------------------------|--------------------|------------------|--------------------|
| Insurance | | | | | |
| 54401000 - Hazard & Liability Insurance | 413,604 | 426,880 | 13,277 | 3.11% | 853,762 |
| 54401500 - D&O Liability | 43,028 | 44,377 | 1,350 | 3.04% | 88,758 |
| 54402000 - Property Insurance | 3,433,721 | 4,049,757 | 616,036 | 15.21% | 8,099,520 |
| 54403000 - General Liability Insurance | 4,354 | 3,595 | (759) | (21.11%) | 7,190 |
| Total Insurance | 3,894,706 | 4,524,609 | 629,904 | 13.92% | 9,049,230 |
| Investment Expense | | | | | |
| 54201000 - Investment Expense | 30 | 10,560 | 10,530 | 99.72% | 21,120 |
| Total Investment Expense | 30 | 10,560 | 10,530 | 99.72% | 21,120 |
| Uncollectible Accounts | | | | | |
| 54602000 - Bad Debt Expense | 105,596 | 32,502 | (73,094) | (224.89%) | 65,000 |
| Total Uncollectible Accounts | 105,596 | 32,502 | (73,094) | (224.89%) | 65,000 |
| (Gain)/Loss on Sale or Trade | | | | | |
| 54101500 - (Gain)/Loss On Investments | 3,699 | 0 | (3,699) | 0.00% | 0 |
| Total (Gain)/Loss on Sale or Trade | 3,699 | 0 | (3,699) | 0.00% | 0 |
| Depreciation and Amortization | | | | | |
| 55001000 - Depreciation And Amortization | 67,248 | 67,248 | 0 | 0.00% | 134,496 |
| Total Depreciation and Amortization | 67,248 | 67,248 | 0 | 0.00% | 134,496 |
| Net Allocation to Mutuals | | | | | |
| 54602500 - Allocated Expenses | 727,929 | 723,595 | (4,334) | (0.60%) | 1,449,122 |
| Total Net Allocation to Mutuals | 727,929 | 723,595 | (4,334) | (0.60%) | 1,449,122 |
| Total Expenses | 16,842,421 | 20,551,978 | 3,709,558 | 18.05% | 42,314,341 |
| Excess of Revenues Over Expenses | \$4,931,267 | \$1,200,909 | \$3,730,359 | 310.63% | \$1,197,976 |

**THIRD LAGUNA HILLS MUTUAL
FUND EXPENDITURES REPORT
AS OF JUNE 30, 2022**

| DESCRIPTION | CURRENT MONTH | | YEAR-TO-DATE | | TOTAL BUDGET * | % EXPENDED | VARIANCE | |
|---|---------------|-----------|--------------|-------------|-------------------|---------------|------------|-------|
| | ACTUAL | BUDGET | ACTUAL | BUDGET | | | \$ | % |
| OPERATING FUND - MAINTENANCE & CONSTRUCTION | | | | | | | | |
| APPLIANCE REPAIRS | \$7,572 | \$7,677 | \$43,439 | \$46,513 | \$93,270 | 47% | \$3,075 | 7% |
| CARPENTRY SERVICE | 43,736 | 41,997 | 217,818 | 254,396 | 510,004 | 43% | 36,578 | 14% |
| ELECTRICAL SERVICE | 9,486 | 9,535 | 58,364 | 57,815 | 115,944 | 50% | (551) | (1%) |
| FIRE PROTECTION | 11,581 | 15,444 | 18,754 | 55,993 | 144,380 | 13% | 37,238 | 67% |
| MISC REPAIRS BY OUTSIDE SERVICE | 3,234 | 4,888 | 4,388 | 29,328 | 58,664 | 7% | 24,940 | 85% |
| PEST CONTROL | 2,300 | 22,645 | 16,059 | 50,870 | 174,633 | 9% | 34,811 | 68% |
| PLUMBING SERVICE | 65,268 | 58,087 | 316,797 | 351,491 | 704,474 | 45% | 34,694 | 10% |
| SOLAR MAINTENANCE | 2,045 | 2,083 | 8,985 | 12,498 | 25,000 | 36% | 3,513 | 28% |
| TOTAL | \$145,222 | \$162,357 | \$684,605 | \$858,905 | \$1,826,369 | 37% | \$174,299 | 20% |
| OPERATING FUND - GENERAL SERVICES | | | | | | | | |
| CONCRETE REPAIR/REPLACEMENT | \$27,794 | \$30,441 | \$163,915 | \$184,384 | \$369,462 | 44% | \$20,469 | 11% |
| JANITORIAL SERVICE | 83,042 | 80,408 | 491,294 | 488,403 | 977,822 | 50% | (2,891) | (1%) |
| GUTTER CLEANING | 9,748 | 10,180 | 56,228 | 61,748 | 160,758 | 35% | 5,520 | 9% |
| TRAFFIC CONTROL | 1,707 | 1,816 | 9,848 | 11,012 | 22,074 | 45% | 1,164 | 11% |
| WELDING | 8,922 | 10,410 | 51,627 | 63,057 | 126,349 | 41% | 11,430 | 18% |
| TOTAL | \$131,213 | \$133,255 | \$772,911 | \$808,604 | \$1,656,465 | 47% | \$35,692 | 4% |
| OPERATING FUND - LANDSCAPE SERVICES | | | | | | | | |
| LANDSCAPE ADMINISTRATION | \$29,580 | \$28,342 | \$162,913 | \$169,936 | \$341,287 | 48% | \$7,023 | 4% |
| NURSERY & COMPOSTING | 42,480 | 23,909 | 143,063 | 145,118 | 290,925 | 49% | 2,056 | 1% |
| GROUPS MAINTENANCE | 265,710 | 263,782 | 1,618,795 | 1,603,763 | 3,211,030 | 50% | (15,032) | (1%) |
| IRRIGATION | 86,617 | 85,571 | 524,937 | 519,073 | 1,040,845 | 50% | (5,864) | (1%) |
| SMALL EQUIPMENT REPAIR | 20,130 | 18,726 | 116,438 | 113,336 | 227,135 | 51% | (3,102) | (3%) |
| PEST CONTROL | 37,966 | 31,571 | 208,249 | 191,198 | 383,391 | 54% | (17,051) | (9%) |
| TOTAL | \$482,484 | \$451,901 | \$2,774,395 | \$2,742,425 | \$5,494,612 | 50% | (\$31,970) | (1%) |
| REPLACEMENT FUND - MAINTENANCE & CONSTRUCTION | | | | | | | | |
| BUILDING NUMBERS | \$0 | \$0 | \$0 | \$0 | \$0 | 0% | \$0 | 0% |
| BUILDING STRUCTURES | 80,193 | 213,949 | 566,618 | 1,215,521 | 2,502,042 | 23% | 648,902 | 53% |
| ELECTRICAL SYSTEMS | 0 | 3,000 | 0 | 12,000 | 30,000 | 0% | 12,000 | 100% |
| ENERGY PROJECTS | 0 | 0 | 0 | 0 | 0 | 0% | (1) | 0% |
| EXTERIOR LIGHTING | 0 | 2,082 | 4,391 | 12,492 | 25,000 | 18% | 8,101 | 65% |
| FENCING | 6,209 | 5,273 | 29,334 | 31,924 | 63,996 | 46% | 2,590 | 8% |
| GARDEN VILLA LOBBY | 410 | 12,000 | 410 | 12,000 | 12,000 | 3% | 11,590 | 97% |
| GARDEN VILLA MAILROOM | 23 | 34 | 143 | 204 | 412 | 35% | 61 | 30% |
| GARDEN VILLA RECESSED AREA | 0 | 0 | 0 | 0 | 0 | 0% | 0 | 0% |
| GV REC ROOM WATER HEATER/HEAT PUMP | 892 | 247 | 2,769 | 1,488 | 2,984 | 93% | (1,281) | (86%) |
| GUTTER REPLACEMENTS | 2,605 | 6,546 | 14,435 | 39,419 | 78,926 | 18% | 24,984 | 63% |

**THIRD LAGUNA HILLS MUTUAL
FUND EXPENDITURES REPORT
AS OF JUNE 30, 2022**

| DESCRIPTION | CURRENT MONTH | | YEAR-TO-DATE | | TOTAL BUDGET * | % EXPENDED | VARIANCE | |
|---------------------------------------|------------------|------------------|--------------------|--------------------|--------------------|---------------|--------------------|------------|
| | ACTUAL | BUDGET | ACTUAL | BUDGET | | | \$ | % |
| MAILBOXES | 269 | 758 | 1,344 | 4,566 | 9,143 | 15% | 3,222 | 71% |
| PAINT PROGRAM - EXTERIOR | 119,156 | 130,562 | 703,788 | 791,378 | 1,586,079 | 44% | 87,590 | 11% |
| PRIOR TO PAINT | 115,408 | 97,417 | 505,345 | 573,854 | 1,166,430 | 43% | 68,509 | 12% |
| PAVING | 0 | 0 | 0 | 0 | 433,960 | 0% | 0 | 0% |
| ROOF REPLACEMENTS | 0 | 167,357 | 293,346 | 609,003 | 1,461,792 | 20% | 315,657 | 52% |
| SUPPLEMENTAL APPROPRIATIONS | 0 | 0 | 0 | 0 | 0 | 0% | 0 | 0% |
| WALL REPLACEMENTS | 0 | 10,000 | 0 | 10,000 | 35,000 | 0% | 10,000 | 100% |
| WASTE LINE REMEDIATION | 16,959 | 70,000 | 196,003 | 280,000 | 700,000 | 28% | 83,997 | 30% |
| WATER LINES - COPPER PIPE REMEDIATION | 0 | 166,666 | 0 | 500,000 | 500,000 | 0% | 500,000 | 100% |
| PLUMBING REPLACEMENT | 0 | 0 | 0 | 0 | 0 | 0% | 0 | 0% |
| TOTAL | \$342,122 | \$885,891 | \$2,317,927 | \$4,093,848 | \$8,607,764 | 27% | \$1,775,921 | 43% |

REPLACEMENT FUND - GENERAL SERVICES

| | | | | | | | | |
|----------------|----------------|----------------|-----------------|-----------------|------------------|------------|-----------------|------------|
| PRIOR TO PAINT | \$977 | \$1,046 | \$5,637 | \$6,343 | \$12,712 | 44% | \$706 | 11% |
| PAVING | 6,473 | 5,563 | 36,323 | 33,728 | 67,606 | 54% | (2,595) | (8%) |
| EXTERIOR WALLS | 0 | 2,012 | 0 | 12,072 | 24,150 | 0% | 12,072 | 100% |
| TOTAL | \$7,450 | \$8,621 | \$41,961 | \$52,143 | \$104,469 | 40% | \$10,182 | 20% |

REPLACEMENT FUND - LANDSCAPE SERVICES

| | | | | | | | | |
|---------------------------|-----------------|------------------|------------------|------------------|--------------------|------------|------------------|------------|
| LANDSCAPE MODIFICATION | \$700 | \$43,629 | \$81,390 | \$261,829 | \$523,702 | 16% | \$180,439 | 69% |
| IMPROVEMENT & RESTORATION | 5,653 | 10,602 | 58,307 | 64,457 | 129,214 | 45% | 6,150 | 10% |
| TREE MAINTENANCE | 56,375 | 78,080 | 301,328 | 471,004 | 943,424 | 32% | 169,676 | 36% |
| TOTAL | \$62,728 | \$132,312 | \$441,025 | \$797,290 | \$1,596,339 | 28% | \$356,265 | 45% |

ELEVATOR REPLACEMENT FUND

| | | | | | | | | |
|----------------------|------------|----------------|------------|-----------------|------------------|-----------|-----------------|-------------|
| ELEVATOR REPLACEMENT | \$0 | \$8,750 | \$0 | \$52,500 | \$105,000 | 0% | \$52,500 | 100% |
| TOTAL | \$0 | \$8,750 | \$0 | \$52,500 | \$105,000 | 0% | \$52,500 | 100% |

LAUNDRY REPLACEMENT FUND

| | | | | | | | | |
|---------------------------------------|----------------|----------------|-----------------|-----------------|------------------|------------|-----------------|------------|
| LAUNDRY APPLIANCES | \$3,879 | \$7,789 | \$33,566 | \$46,823 | \$93,712 | 36% | \$13,257 | 28% |
| LAUNDRY COUNTERTOP/FLOOR/TILE REPAIRS | 1,193 | 1,318 | 6,976 | 7,992 | 16,028 | 44% | 1,016 | 13% |
| SUPPLEMENTAL APPROPRIATIONS | 0 | 0 | 0 | 0 | 0 | 0% | 0 | 0% |
| TOTAL | \$5,072 | \$9,106 | \$40,542 | \$54,815 | \$109,740 | 37% | \$14,273 | 26% |

DISASTER FUND - MAINTENANCE & CONSTRUCTION

| | | | | | | | | |
|---|----------|----------|-----------|-----------|-----------|------|----------|------|
| MOISTURE INTRUSION - RAIN LEAKS | \$40,239 | \$19,792 | \$75,469 | \$118,752 | \$237,513 | 32% | \$43,283 | 36% |
| MOISTURE INTRUSION - PLUMBING LEAKS | 31,284 | 33,333 | (107,724) | 199,998 | 400,000 | -27% | 307,722 | 154% |
| MOISTURE INTRUSION - PLUMBING STOPPAGES | 6,402 | 4,166 | 19,135 | 24,996 | 50,000 | 38% | 5,861 | 23% |
| MOISTURE INTRUSION - MISCELLANEOUS | 1,549 | 3,879 | 15,220 | 23,274 | 46,548 | 33% | 8,054 | 35% |

**THIRD LAGUNA HILLS MUTUAL
FUND EXPENDITURES REPORT
AS OF JUNE 30, 2022**

| DESCRIPTION | CURRENT MONTH | | YEAR-TO-DATE | | TOTAL BUDGET * | % EXPENDED | VARIANCE | |
|-----------------------------|-----------------|-----------------|-----------------|------------------|-------------------|---------------|------------------|------------|
| | ACTUAL | BUDGET | ACTUAL | BUDGET | | | \$ | % |
| DAMAGE RESTORATION SERVICES | 12,109 | 15,871 | 23,068 | 95,412 | 190,935 | 12% | 72,344 | 76% |
| TOTAL | \$91,583 | \$77,041 | \$25,167 | \$462,432 | \$924,996 | 3% | \$437,265 | 95% |

DISASTER FUND - LANDSCAPE SERVICES

| | | | | | | | | |
|----------------------|------------|-----------------|-----------------|-----------------|------------------|-----------|-----------------|------------|
| RISK FIRE MANAGEMENT | \$0 | \$15,000 | \$11,527 | \$90,000 | \$180,000 | 6% | \$78,473 | 87% |
| TOTAL | \$0 | \$15,000 | \$11,527 | \$90,000 | \$180,000 | 6% | \$78,473 | 87% |

**RESERVE EXPENDITURES COMPARED TO RESERVE STUDY
AS PRESENTED IN THE 2022 BUSINESS PLAN
AS OF JUNE 30, 2022**

| | 2022 | 2022 | 2022 | 2022 | 2022 |
|---------------------------------------|--------------------|--------------------|--------------------|---------------------|------------|
| | YTD Actual | YTD Budget | YTD Variance | Annual Budget | % Expended |
| Paved Surfaces | \$36,323 | \$33,728 | (\$2,596) | \$501,566 | 7% |
| Roofing & Gutters | \$307,781 | \$648,422 | \$340,641 | \$1,540,718 | 20% |
| Building Structures | \$566,618 | \$1,215,521 | \$648,903 | \$2,502,043 | 23% |
| Decking Projects | \$183,063 | \$215,202 | \$32,139 | \$436,454 | 42% |
| Prior to Painting & Painting Projects | \$1,031,708 | \$1,156,374 | \$124,666 | \$2,328,768 | 44% |
| Elevators | \$0 | \$52,500 | \$52,500 | \$105,000 | 0% |
| Garden Villas | \$3,321 | \$13,692 | \$10,371 | \$15,396 | 22% |
| Lighting Replacement Projects | \$4,391 | \$12,492 | \$8,101 | \$25,000 | 18% |
| Walls, Fencing, and Railings | \$29,334 | \$55,394 | \$26,060 | \$125,952 | 23% |
| Laundry Facilities | \$40,542 | \$53,417 | \$12,875 | \$106,934 | 38% |
| Sewer Lines, Water Lines and Elect | \$196,003 | \$792,000 | \$595,996 | \$1,230,000 | 16% |
| Grounds & Miscellaneous | \$1,344 | \$4,566 | \$3,222 | \$9,143 | 15% |
| Landscape Projects | \$441,025 | \$797,290 | \$356,265 | \$1,596,339 | 28% |
| Total | \$2,841,454 | \$5,050,596 | \$2,209,142 | \$10,523,313 | 27% |

**THIRD LAGUNA HILLS
MUTUAL MAINTENANCE PROGRAMS EXPENDITURES
REPORT AS OF JUNE 30, 2022**

| DESCRIPTION | YTD TOTAL EXPENDITURES | LABOR | MATERIALS | OUTSIDE SERVICES |
|-------------|---------------------------|-------|-----------|---------------------|
|-------------|---------------------------|-------|-----------|---------------------|

OPERATING FUND - MAINTENANCE & CONSTRUCTION

| | | | | |
|---------------------------------|------------------|------------------|-----------------|-----------------|
| APPLIANCE REPAIRS | \$43,439 | \$37,965 | \$5,474 | \$0 |
| CARPENTRY SERVICE | 217,818 | 200,858 | 16,960 | 0 |
| ELECTRICAL SERVICE | 58,364 | 50,106 | 4,688 | 3,570 |
| FIRE PROTECTION | 18,754 | 2,279 | 802 | 15,673 |
| MISC REPAIRS BY OUTSIDE SERVICE | 4,388 | 0 | 0 | 4,388 |
| PEST CONTROL | 16,059 | 0 | 0 | 16,059 |
| PLUMBING SERVICE | 316,797 | 248,754 | 28,361 | 39,682 |
| SOLAR MAINTENANCE | 8,985 | 0 | 0 | 8,985 |
| TOTAL | \$684,605 | \$539,963 | \$56,285 | \$88,357 |

OPERATING FUND - GENERAL SERVICES

| | | | | |
|-----------------------------|------------------|------------------|-----------------|------------|
| CONCRETE REPAIR/REPLACEMENT | \$163,915 | \$152,854 | \$11,060 | \$0 |
| JANITORIAL SERVICE | 491,294 | 476,336 | 14,957 | 0 |
| GUTTER CLEANING | 56,228 | 56,228 | 0 | 0 |
| TRAFFIC CONTROL | 9,848 | 9,848 | 0 | 0 |
| WELDING | 51,627 | 50,590 | 1,037 | 0 |
| TOTAL | \$772,911 | \$745,857 | \$27,054 | \$0 |

OPERATING EXPENDITURES - LANDSCAPE SERVICES

| | | | | |
|--------------------------|--------------------|--------------------|-----------------|------------------|
| LANDSCAPE ADMINISTRATION | \$162,913 | \$162,913 | \$0 | \$0 |
| NURSERY & COMPOSTING | 143,063 | 143,063 | 0 | 0 |
| GROUNDS MAINTENANCE | 1,618,795 | 1,418,090 | 192 | 200,513 |
| IRRIGATION | 524,937 | 441,152 | 83,785 | 0 |
| SMALL EQUIPMENT REPAIR | 116,438 | 116,438 | 0 | 0 |
| PEST CONTROL | 208,249 | 208,249 | 0 | 0 |
| TOTAL | \$2,774,395 | \$2,489,905 | \$83,977 | \$200,513 |

OPERATING - CHARGEABLE SERVICES

| | | | | |
|---------------------|------------------|-----------------|-----------------|------------------|
| CHARGEABLE SERVICES | \$304,577 | \$68,178 | \$80,862 | \$155,537 |
| TOTAL | \$304,577 | \$68,178 | \$80,862 | \$155,537 |

RESERVE FUND - MAINTENANCE & CONSTRUCTION

| | | | | |
|---------------------------------------|--------------------|--------------------|------------------|------------------|
| BUILDING NUMBERS | \$0 | \$0 | \$0 | \$0 |
| BUILDING STRUCTURES | 566,618 | 154,325 | 24,266 | 388,026 |
| ELECTRICAL SYSTEMS | 0 | 0 | 0 | 0 |
| EXTERIOR LIGHTING | 4,391 | 0 | 0 | 4,391 |
| FENCING | 29,334 | 23,858 | 5,476 | 0 |
| GARDEN VILLA LOBBY | 410 | 0 | 410 | 0 |
| GARDEN VILLA MAILROOM | 143 | 143 | 0 | 0 |
| GARDEN VILLA RECESSED AREA | 0 | 0 | 0 | 0 |
| GV REC ROOM WATER HEATER/HEAT PUMP | 2,769 | 451 | 2,318 | 0 |
| GUTTER REPLACEMENTS | 14,435 | 11,929 | 2,506 | 0 |
| MAILBOXES | 1,344 | 1,344 | 0 | 0 |
| PAINT PROGRAM - EXTERIOR | 703,788 | 628,406 | 72,982 | 2,400 |
| PRIOR TO PAINT | 505,345 | 446,410 | 53,853 | 5,082 |
| PAVING | 0 | 0 | 0 | 0 |
| ROOF REPLACEMENTS | 293,346 | 0 | 0 | 293,346 |
| WALL REPLACEMENTS | 0 | 0 | 0 | 0 |
| WASTE LINE REMEDIATION | 196,003 | 0 | 0 | 196,003 |
| WATER LINES - COPPER PIPE REMEDIATION | 0 | 0 | 0 | 0 |
| PLUMBING REPLACEMENT | 0 | 0 | 0 | 0 |
| TOTAL | \$2,317,927 | \$1,266,867 | \$161,812 | \$889,248 |

RESERVE FUND - GENERAL SERVICES

| | | | | |
|----------------|---------|---------|-------|-----|
| PRIOR TO PAINT | \$5,637 | \$5,637 | \$0 | \$0 |
| PAVING | 36,323 | 29,467 | 6,856 | 0 |
| EXTERIOR WALLS | 0 | 0 | 0 | 0 |

**THIRD LAGUNA HILLS
MUTUAL MAINTENANCE PROGRAMS EXPENDITURES
REPORT AS OF JUNE 30, 2022**

| DESCRIPTION | YTD TOTAL EXPENDITURES | LABOR | MATERIALS | OUTSIDE SERVICES |
|--------------|---------------------------|-----------------|----------------|---------------------|
| TOTAL | \$41,961 | \$35,105 | \$6,856 | \$0 |

RESERVE FUND - LANDSCAPE

| | | | | |
|---------------------------|------------------|------------------|------------|------------------|
| LANDSCAPE MODIFICATION | \$81,390 | \$4,119 | \$0 | \$77,272 |
| IMPROVEMENT & RESTORATION | 58,307 | 58,307 | 0 | 0 |
| TREE MAINTENANCE | 301,328 | 263,232 | 0 | 38,096 |
| TOTAL | \$441,025 | \$325,658 | \$0 | \$115,368 |

RESERVE FUND - ELEVATOR

| | | | | |
|----------------------|------------|------------|------------|------------|
| ELEVATOR REPLACEMENT | \$0 | \$0 | \$0 | \$0 |
| TOTAL | \$0 | \$0 | \$0 | \$0 |

RESERVE FUND - LAUNDRY

| | | | | |
|---------------------------------------|-----------------|-----------------|-----------------|------------|
| LAUNDRY APPLIANCES | \$33,566 | \$7,593 | \$25,973 | \$0 |
| LAUNDRY COUNTERTOP/FLOOR/TILE REPAIRS | 6,976 | 6,976 | 0 | 0 |
| TOTAL | \$40,542 | \$14,568 | \$25,973 | \$0 |

DISASTER FUND - MAINTENANCE & CONSTRUCTION

| | | | | |
|---|-----------------|-----------------|----------------|----------------|
| MOISTURE INTRUSION - RAIN LEAKS | \$75,469 | \$0 | \$0 | \$75,469 |
| MOISTURE INTRUSION - PLUMBING LEAKS | (107,724) | 0 | 0 | (107,724) |
| MOISTURE INTRUSION - PLUMBING STOPPAGES | 19,135 | 0 | 0 | 19,135 |
| MOISTURE INTRUSION - MISCELLANEOUS | 15,220 | 0 | 0 | 15,220 |
| DAMAGE RESTORATION SERVICES | 23,068 | 15,625 | 1,180 | 6,263 |
| TOTAL | \$25,167 | \$15,625 | \$1,180 | \$8,362 |

DISASTER FUND - LANDSCAPE SERVICES

| | | | | |
|-----------------------------|-----------------|----------------|------------|----------------|
| RISK FIRE MANAGEMENT | \$11,527 | \$4,052 | \$0 | \$7,475 |
| SUPPLEMENTAL APPROPRIATIONS | \$0 | \$0 | \$0 | \$0 |
| TOTAL | \$11,527 | \$4,052 | \$0 | \$7,475 |

**THIRD LAGUNA HILLS
MUTUAL MAINTENANCE PROGRAMS EXPENDITURES
REPORT AS OF JUNE 30, 2022**

| DESCRIPTION | OS Actuals | OS Budget | OS Variance |
|-------------|---------------|--------------|----------------|
|-------------|---------------|--------------|----------------|

OPERATING FUND - MAINTENANCE & CONSTRUCTION

| | | | |
|---------------------------------|-----------------|------------------|------------------|
| APPLIANCE REPAIRS | \$0 | \$0 | \$0 |
| CARPENTRY SERVICE | 0 | 8,748 | 8,748 |
| ELECTRICAL SERVICE | 3,570 | 1,248 | (2,322) |
| FIRE PROTECTION | 15,673 | 52,886 | 37,213 |
| MISC REPAIRS BY OUTSIDE SERVICE | 4,388 | 29,328 | 24,940 |
| PEST CONTROL | 16,059 | 50,870 | 34,811 |
| PLUMBING SERVICE | 39,682 | 47,496 | 7,814 |
| SOLAR MAINTENANCE | 8,985 | 12,498 | 3,513 |
| TOTAL | \$88,357 | \$203,074 | \$114,718 |

OPERATING FUND - GENERAL SERVICES

| | | | |
|-----------------------------|------------|----------------|----------------|
| CONCRETE REPAIR/REPLACEMENT | \$0 | \$0 | \$0 |
| JANITORIAL SERVICE | 0 | 0 | 0 |
| GUTTER CLEANING | 0 | 0 | (0) |
| TRAFFIC CONTROL | 0 | 0 | 0 |
| WELDING | 0 | 7,500 | 7,500 |
| TOTAL | \$0 | \$7,500 | \$7,500 |

OPERATING EXPENDITURES - LANDSCAPE SERVICES

| | | | |
|--------------------------|------------------|------------|--------------------|
| LANDSCAPE ADMINISTRATION | \$0 | \$0 | \$0 |
| NURSERY & COMPOSTING | 0 | 0 | 0 |
| GROUNDS MAINTENANCE | 200,513 | 0 | (200,513) |
| IRRIGATION | 0 | 0 | 0 |
| SMALL EQUIPMENT REPAIR | 0 | 0 | 0 |
| PEST CONTROL | 0 | 0 | 0 |
| TOTAL | \$200,513 | \$0 | (\$200,513) |

OPERATING - CHARGEABLE SERVICES

| | | | |
|---------------------|------------------|------------------|-----------------|
| CHARGEABLE SERVICES | \$155,537 | \$114,786 | (40,751) |
| TOTAL | \$155,537 | \$114,786 | (40,751) |

OPERATING - SECURITY SERVICES

| | | | |
|-------------------------|------------|------------|----------|
| Smoke Detector Services | \$0 | \$0 | 0 |
| TOTAL | \$0 | \$0 | 0 |

RESERVE FUND - MAINTENANCE & CONSTRUCTION

| | | | |
|------------------------------------|---------|---------|---------|
| BUILDING NUMBERS | \$0 | \$0 | \$0 |
| BUILDING STRUCTURES | 388,026 | 994,748 | 606,722 |
| ELECTRICAL SYSTEMS | 0 | 12,000 | 12,000 |
| ENERGY PROJECTS | 0 | 0 | 0 |
| EXTERIOR LIGHTING | 4,391 | 12,492 | 8,101 |
| FENCING | 0 | 0 | 0 |
| GARDEN VILLA LOBBY | 0 | 12,000 | 12,000 |
| GARDEN VILLA MAILROOM | 0 | 0 | 0 |
| GARDEN VILLA RECESSED AREA | 0 | 0 | 0 |
| GV REC ROOM WATER HEATER/HEAT PUMP | 0 | 0 | 0 |
| GUTTER REPLACEMENTS | 0 | 24,996 | 24,996 |
| MAILBOXES | 0 | 0 | 0 |

**THIRD LAGUNA HILLS
MUTUAL MAINTENANCE PROGRAMS EXPENDITURES
REPORT AS OF JUNE 30, 2022**

| DESCRIPTION | OS Actuals | OS Budget | OS Variance |
|---------------------------------------|------------------|--------------------|--------------------|
| PAINT PROGRAM - EXTERIOR | 2,400 | 28,740 | 26,340 |
| PRIOR TO PAINT | 5,082 | 22,000 | 16,919 |
| PAVING | 0 | 0 | 0 |
| ROOF REPLACEMENTS | 293,346 | 609,003 | 315,657 |
| SUPPLEMENTAL APPROPRIATIONS | 0 | 0 | 0 |
| WALL REPLACEMENTS | 0 | 10,000 | 10,000 |
| WASTE LINE REMEDIATION | 196,003 | 280,000 | 83,997 |
| WATER LINES - COPPER PIPE REMEDIATION | 0 | 500,000 | 500,000 |
| PLUMBING REPLACEMENT | 0 | 0 | 0 |
| TOTAL | \$889,248 | \$2,505,979 | \$1,616,730 |

RESERVE FUND - GENERAL SERVICES

| | | | |
|----------------|------------|-----------------|-----------------|
| PRIOR TO PAINT | \$0 | \$0 | \$0 |
| PAVING | 0 | 0 | 0 |
| EXTERIOR WALLS | 0 | 12,072 | 12,072 |
| TOTAL | \$0 | \$12,072 | \$12,072 |

RESERVE FUND - LANDSCAPE

| | | | |
|---------------------------|------------------|------------------|------------------|
| LANDSCAPE MODIFICATION | \$77,272 | \$257,574 | \$180,302 |
| IMPROVEMENT & RESTORATION | 0 | 0 | 0 |
| TREE MAINTENANCE | 38,096 | 251,556 | 213,460 |
| TOTAL | \$115,368 | \$509,130 | \$393,762 |

RESERVE FUND - ELEVATOR

| | | | |
|----------------------|------------|-----------------|-----------------|
| ELEVATOR REPLACEMENT | \$0 | \$52,500 | \$52,500 |
| TOTAL | \$0 | \$52,500 | \$52,500 |

RESERVE FUND - LAUNDRY

| | | | |
|---------------------------------------|------------|----------------|----------------|
| LAUNDRY APPLIANCES | \$0 | \$1,398 | \$1,398 |
| LAUNDRY COUNTERTOP/FLOOR/TILE REPAIRS | 0 | 0 | 0 |
| TOTAL | \$0 | \$1,398 | \$1,398 |

DISASTER FUND - MAINTENANCE & CONSTRUCTION

| | | | |
|---|----------------|------------------|------------------|
| MOISTURE INTRUSION - RAIN LEAKS | \$75,469 | \$118,752 | \$43,283 |
| MOISTURE INTRUSION - PLUMBING LEAKS | (107,724) | 199,998 | 307,722 |
| MOISTURE INTRUSION - PLUMBING STOPPAGES | 19,135 | 24,996 | 5,861 |
| MOISTURE INTRUSION - MISCELLANEOUS | 15,220 | 23,274 | 8,054 |
| DAMAGE RESTORATION SERVICES | 6,263 | 77,496 | 71,233 |
| TOTAL | \$8,362 | \$444,516 | \$436,154 |

DISASTER FUND - LANDSCAPE SERVICES

| | | | |
|-----------------------------|----------------|-----------------|-----------------|
| RISK FIRE MANAGEMENT | \$7,475 | \$90,000 | \$82,525 |
| SUPPLEMENTAL APPROPRIATIONS | \$0 | \$0 | \$0 |
| TOTAL | \$7,475 | \$90,000 | \$82,525 |

DISASTER FUND - FINANCIAL SERVICES

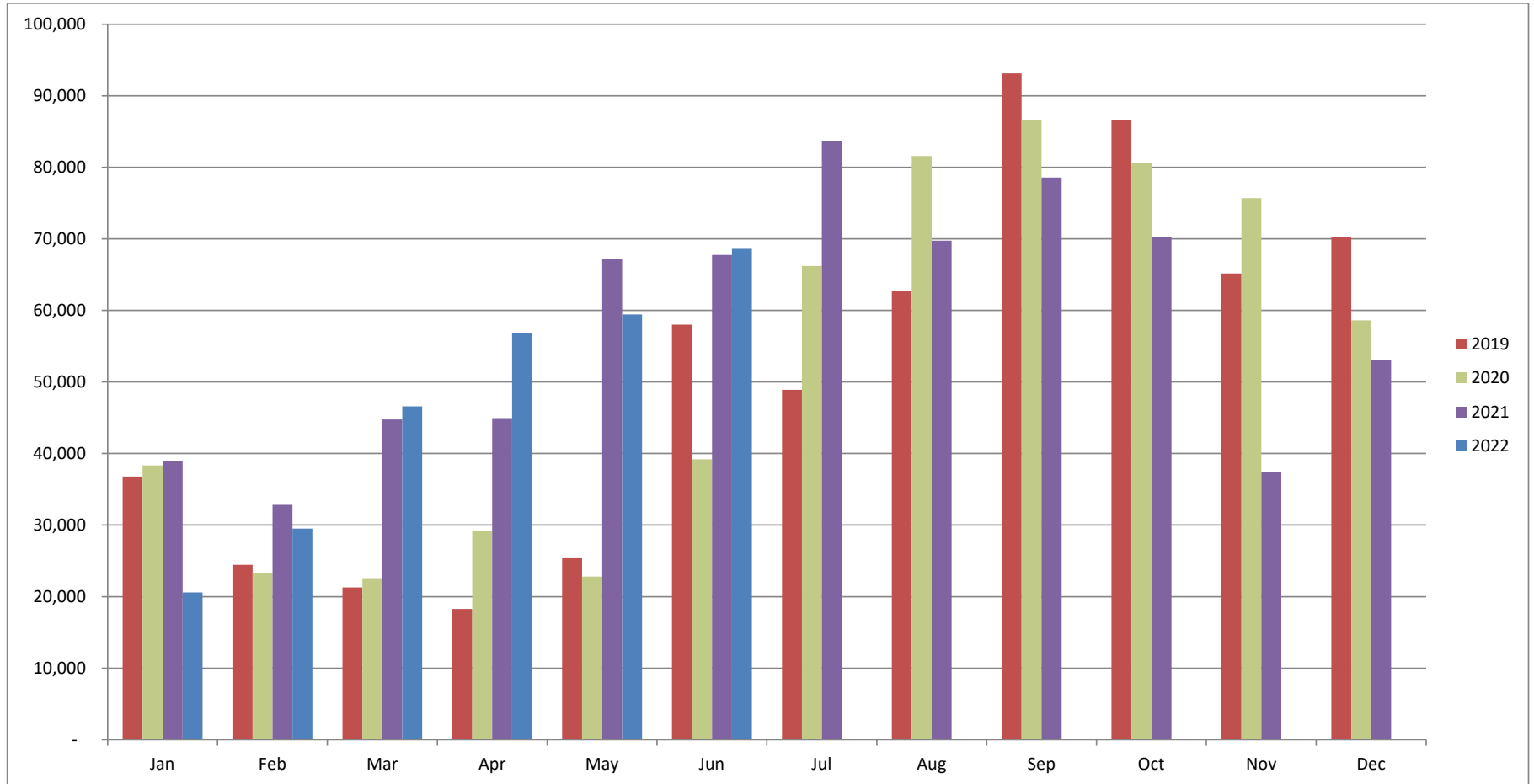
| | | | |
|--------------------|------------|------------|------------|
| INSURANCE PREMIUMS | \$0 | \$0 | \$0 |
| TOTAL | \$0 | \$0 | \$0 |

**THIRD LAGUNA HILLS
MUTUAL MAINTENANCE PROGRAMS EXPENDITURES
REPORT AS OF JUNE 30, 2022**

| DESCRIPTION | OS Actuals | OS Budget | OS Variance |
|--|-----------------|-----------------|-------------------|
| <i>GARDEN VILLA REC ROOM FUND - MAINTENANCE & CONSTRUCTION</i> | | | |
| GARDEN VILLA RECREATION ROOMS | \$41,955 | \$16,044 | (\$25,911) |
| TOTAL | \$41,955 | \$16,044 | (\$25,911) |

Third Mutual Water Usage in 100 cubic feet units

| Year | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD \$* | YTD ccf | Total |
|------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------------|---------|---------|
| 2019 | 36,777 | 24,432 | 21,298 | 18,269 | 25,378 | 58,015 | 48,914 | 62,672 | 93,135 | 86,655 | 65,159 | 70,254 | \$994,628 | 184,169 | 610,958 |
| 2020 | 38,350 | 23,285 | 22,570 | 29,169 | 22,804 | 39,197 | 66,203 | 81,581 | 86,612 | 80,664 | 75,700 | 58,608 | \$1,061,853 | 175,375 | 624,743 |
| 2021 | 38,929 | 32,844 | 44,745 | 44,946 | 67,232 | 67,759 | 83,660 | 69,752 | 78,563 | 70,259 | 37,446 | 53,014 | \$1,363,065 | 296,455 | 689,149 |
| 2022 | 20,573 | 29,523 | 46,594 | 56,831 | 59,443 | 68,617 | - | - | - | - | - | - | \$1,363,739 | 281,581 | 281,581 |

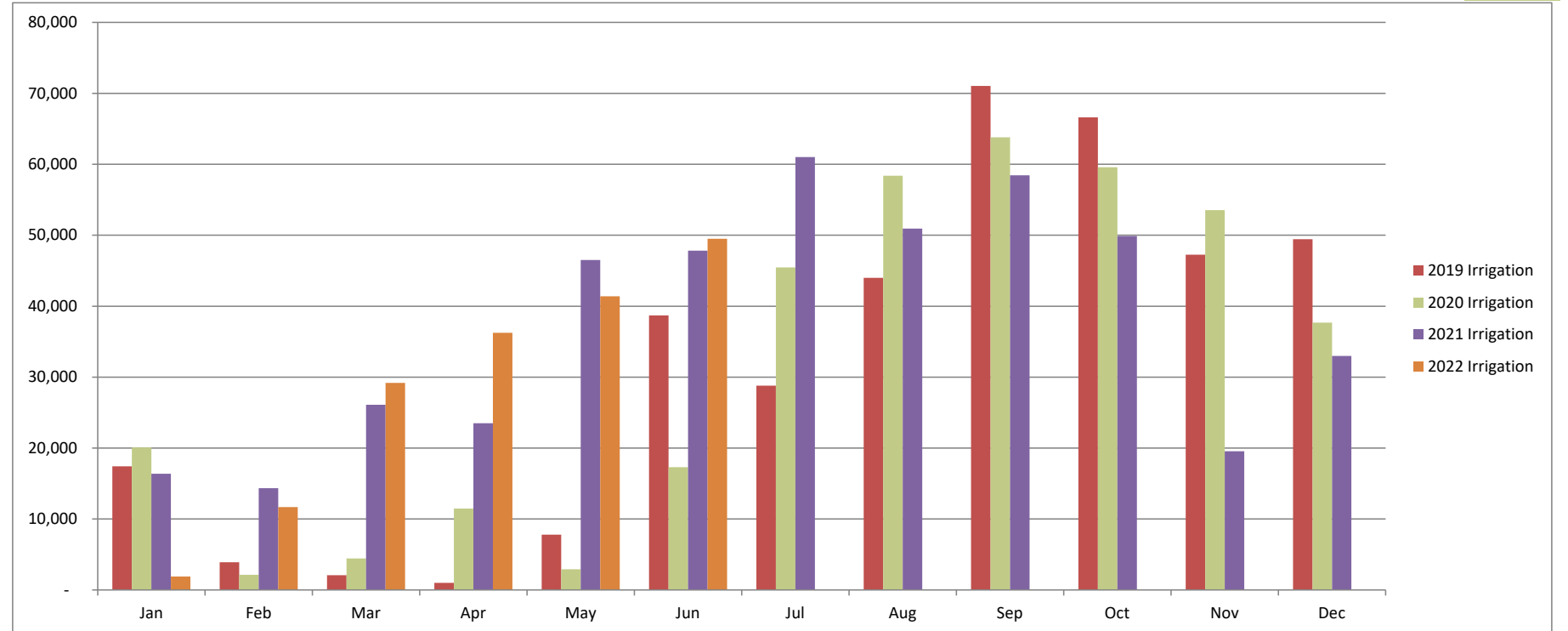


*Derived From ETWD Billing Statements

Third Mutual

Irrigation Water Usage in 100 cubic feet units

| Year | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD \$* | YTD ccf | Total |
|-----------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|---------|---------|
| 2019 Irrigation | 17,434 | 3,892 | 2,081 | 1,000 | 7,803 | 38,696 | 28,811 | 43,994 | 71,052 | 66,612 | 47,254 | 49,451 | \$405,045 | 70,906 | 378,080 |
| 2020 Irrigation | 20,096 | 2,146 | 4,430 | 11,464 | 2,923 | 17,310 | 45,463 | 58,399 | 63,816 | 59,592 | 53,554 | 37,681 | \$425,306 | 58,369 | 376,874 |
| 2021 Irrigation | 16,390 | 14,356 | 26,104 | 23,513 | 46,497 | 47,822 | 61,029 | 50,929 | 58,456 | 49,890 | 19,563 | 32,992 | \$694,977 | 174,682 | 447,541 |
| 2022 Irrigation | 1,884 | 11,681 | 29,185 | 36,237 | 41,399 | 49,498 | - | - | - | - | - | - | \$701,209 | 169,884 | 169,884 |

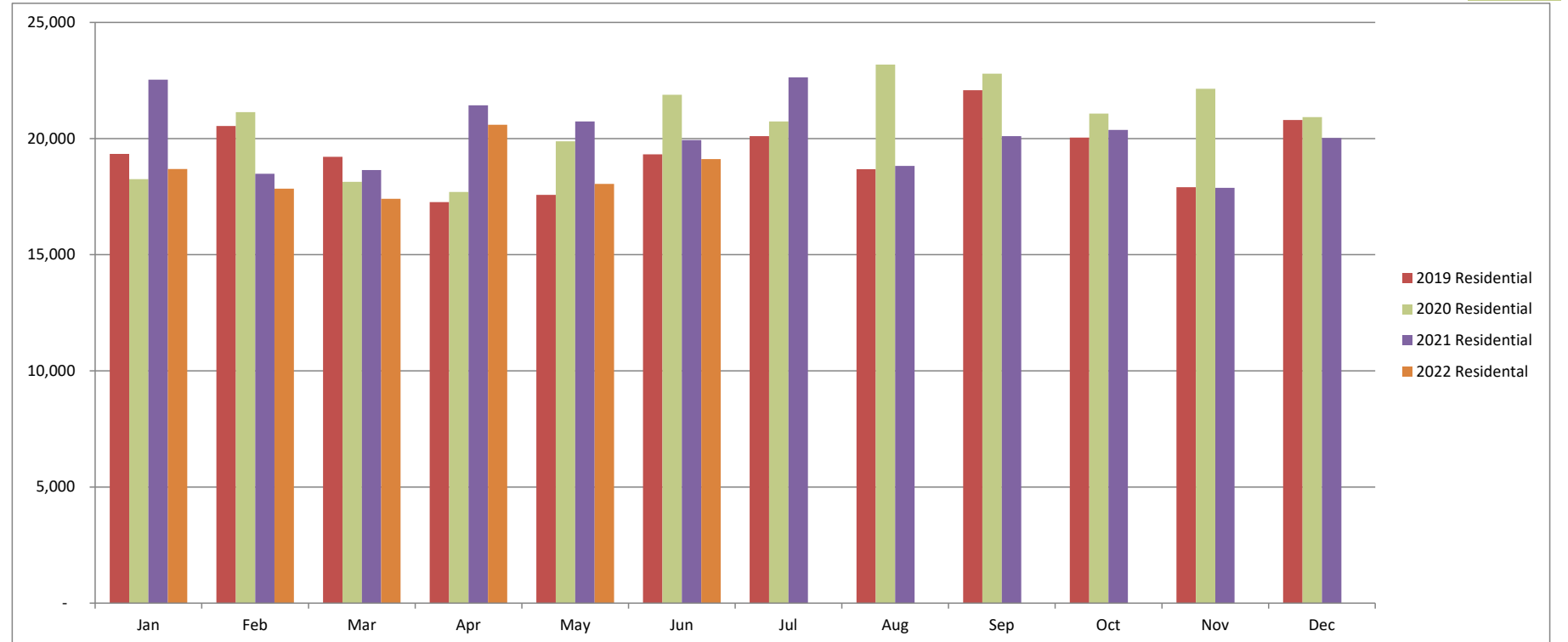


*Derived From ETWD Billing Statements

Third Mutual

Residential Water Usage in 100 cubic feet units

| Year | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD \$* | YTD ccf | Total |
|------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|---------|---------|
| 2019 Residential | 19,343 | 20,540 | 19,217 | 17,269 | 17,575 | 19,319 | 20,103 | 18,678 | 22,083 | 20,043 | 17,905 | 20,803 | \$589,582 | 113,263 | 232,878 |
| 2020 Residential | 18,254 | 21,139 | 18,140 | 17,705 | 19,881 | 21,887 | 20,740 | 23,182 | 22,796 | 21,072 | 22,146 | 20,927 | \$636,547 | 117,006 | 247,869 |
| 2021 Residential | 22,539 | 18,488 | 18,641 | 21,433 | 20,735 | 19,937 | 22,631 | 18,823 | 20,107 | 20,369 | 17,883 | 20,022 | \$668,088 | 121,773 | 241,608 |
| 2022 Residential | 18,689 | 17,842 | 17,409 | 20,594 | 18,044 | 19,119 | - | - | - | - | - | - | \$662,530 | 111,697 | 111,697 |



*Derived From ETWD Billing Statements

THIRD LAGUNA HILLS MUTUAL
Provision For Doubtful Accounts
As of June 30, 2022

| Month | Delinquent Assessments ⁽¹⁾ | Assessments Write-Offs ⁽²⁾ | Bad Debt Small Claims ⁽³⁾ | Delinquent Fines, Fees, and Chargeable Services ⁽⁴⁾ | Chargeable Services Write-Offs ⁽⁵⁾ | Change in Provision ⁽⁶⁾ | Total Delinquent Units ⁽⁷⁾ |
|--------------|---------------------------------------|---------------------------------------|--------------------------------------|--|---|------------------------------------|---------------------------------------|
| December-21 | 241,289 | | | 56,026 | | | 16 |
| January-22 | 245,082 | - | - | 60,563 | - | 8,330 | 14 |
| February-22 | 269,247 | | - | 55,971 | - | 19,574 | 14 |
| March-22 | 253,843 | | (2,630) | 61,153 | - | (12,852) | 13 |
| April-22 | 277,196 | | - | 70,749 | - | 32,949 | 19 |
| May-22 | 290,924 | | - | 72,539 | - | 15,517 | 20 |
| June-22 | 328,687 | | - | 76,854 | - | 42,079 | |
| July-22 | | | - | | - | - | |
| August-22 | | | - | | - | - | |
| September-22 | | | - | | - | - | |
| October-22 | | | - | | - | - | |
| November-22 | | | - | | - | - | |
| December-22 | | - | - | | - | - | |
| YTD TOTAL | | | | | | 105,596 | |

(1) Delinquent Assessments: Represents the balance from the monthly Delinquency Report presented in the Closed Session of the Finance Committee and accounted for as a specific allowance against Accounts Receivable balance.

(2) Assessments Write-Offs: Represents write-off activities approved by the Third Board.

(3) Bad Debt Small Claims: Represents the change in the Small Claims Receivable account balance.

(4) Delinquent Fines, Fees and Chargeable Services: Balances represents a combination of a general allowance percentage and a specific allowance amount recorded for the purpose of reducing the Account Receivable balance to the amount the company anticipates to be collectible.

(5) Chargeable Services Write-Offs: Represents Chargeable Service write-off activities approved by the Third Board.

(6) Change in Provision: Calculated as the difference between the current and prior month Delinquent Assessments and Delinquent Fine, Fees and Chargeable Services balances plus current month activities from Assessment Write-Offs, Bad Debt Small Claims, and Chargeable Services Write-Offs.

(7) Total Delinquent Units: Units reported on the monthly Delinquency Reports - Assessments

Third Laguna Hills Mutual
Statement of Revenue & Expenses - Preliminary
6/30/2022
 THIRD LAGUNA HILLS MUTUAL

| | | YEAR TO DATE - OPERATING FUND ONLY | | | TOTAL | YEAR-END | EXPLANATION |
|--|--|------------------------------------|----------|-----------|----------|------------|---|
| | | ACTUAL | BUDGET | VARIANCE | BUDGET | PROJECTION | |
| Revenues: | | | | | | | |
| Assessments: | | | | | | | |
| 1 | Operating | \$14,301 | \$14,302 | \$1 | \$28,603 | \$28,603 | Equal to Budget assume it will catch up by year end |
| 2 | Total assessments | 14,301 | 14,302 | 1 | 28,603 | 28,603 | |
| Non-assessment revenues: | | | | | | | |
| Chargeable Services Annualized, Permit and Inspection Fees YTD Actuals + Remaining Budget; anticipating slowdown | | | | | | | |
| 3 | Fees and charges for services to residents | 519 | 477 | (42) | 960 | 994 | Annualized |
| 4 | Laundry | 106 | 105 | (1) | 210 | 211 | |
| 5 | Miscellaneous | 360 | 342 | (18) | 683 | 726 | Annualized |
| 6 | Total non-assessment revenue | 985 | 924 | (61) | 1,853 | 1,931 | |
| 7 | Total revenue | 15,286 | 15,226 | (60) | 30,456 | 30,534 | |
| Expenses: | | | | | | | |
| 8 | Employee compensation and related | 5,158 | 5,613 | 454 | 11,252 | 10,430 | Average of YTD percentage to budget |
| 9 | Materials and supplies | 416 | 387 | (29) | 772 | 824 | Projections provided by the departments |
| 10 | Utilities and telephone | 2,768 | 2,689 | (78) | 5,953 | 5,982 | YTD actuals plus remaining Jul-Dec budget |
| 11 | Legal fees | 84 | 251 | 167 | 527 | 360 | YTD actuals plus remaining Jul-Dec budget |
| 12 | Professional fees | 64 | 89 | 25 | 155 | 130 | YTD actuals plus remaining Jul-Dec budget |
| 13 | Equipment rental | 2 | 4 | 1 | 7 | 5 | Annualized |
| 14 | Outside services | 540 | 386 | (154) | 946 | 1,467 | Projections provided by the departments |
| 15 | Repairs and maintenance | 154 | 171 | 17 | 344 | 324 | YTD actuals plus remaining Jul-Dec budget |
| 16 | Other Operating Expense | 45 | 80 | 35 | 167 | 113 | Annualized |
| 17 | Property and sales tax | | | | | | |
| 18 | Insurance | 3,895 | 4,525 | 630 | 9,049 | 8,308 | Projections provided by the departments |
| 19 | Uncollectible Accounts | 106 | 33 | (73) | 65 | 138 | YTD actuals plus remaining Jul-Dec budget |
| 20 | (Gain)/loss on sale or trade | | | | | | |
| 21 | Depreciation and amortization | 67 | 67 | | 134 | 134 | Annualized |
| 22 | Net allocation to mutuals | 599 | 609 | 10 | 1,220 | 1,199 | Annualized |
| 23 | Total expenses | 13,898 | 14,904 | 1,004 | 30,591 | 29,413 | |
| 24 | Excess of revenues over expenses | \$1,388 | \$322 | (\$1,064) | (\$135) | \$1,121 | |
| 25 | Excluding Depreciation and amortization | \$1,455 | \$389 | (\$1,064) | (\$1) | \$1,256 | |

Third Laguna Hills Mutual

Insurance Projection 2022

| Monthly Expense | Hazard & Liability | D & O | Property | General Liability | Monthly Total | Accumulated Total |
|-------------------|--------------------|-----------------|--------------------|-------------------|--------------------|-------------------|
| Jan 2022 | \$71,630 | \$7,171 | \$550,045 | \$0 | \$628,846 | \$628,846 |
| Feb 2022 | \$50,323 | \$7,171 | \$543,795 | \$108 | \$601,398 | \$1,230,244 |
| Mar 2022 | \$71,268 | \$7,171 | \$568,795 | \$1,770 | \$649,004 | \$1,879,249 |
| Apr 2022 | \$70,124 | \$7,171 | \$558,379 | \$233 | \$635,907 | \$2,515,156 |
| May 2022 | \$76,793 | \$7,171 | \$558,379 | \$996 | \$643,339 | \$3,158,494 |
| Jun 2022 | \$73,465 | \$7,171 | \$654,327 | \$1,247 | \$736,211 | \$3,894,706 |
| Jul 2022 | \$73,465 | \$7,171 | \$654,327 | \$599 | \$735,563 | \$4,630,269 |
| Aug 2022 | \$73,465 | \$7,171 | \$654,327 | \$599 | \$735,563 | \$5,365,832 |
| Sep 2022 | \$73,465 | \$7,171 | \$654,327 | \$599 | \$735,563 | \$6,101,395 |
| Oct 2022 | \$73,465 | \$7,171 | \$654,327 | \$599 | \$735,563 | \$6,836,958 |
| Nov 2022 | \$73,465 | \$7,171 | \$654,327 | \$599 | \$735,563 | \$7,572,522 |
| Dec 2022 | \$73,465 | \$7,171 | \$654,327 | \$599 | \$735,563 | \$8,308,085 |
| 2022 Total | \$854,396 | \$86,055 | \$7,359,685 | \$7,949 | \$8,308,085 | |

| Budgeted Expense | Hazard & Liability | D & O | Property | General Liability | Monthly Total | Accumulated Total |
|-------------------|--------------------|-----------------|--------------------|-------------------|--------------------|-------------------|
| Jan 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$754,102 |
| Feb 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$1,508,203 |
| Mar 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$2,262,305 |
| Apr 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$3,016,406 |
| May 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$3,770,508 |
| Jun 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$4,524,609 |
| Jul 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$5,278,711 |
| Aug 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$6,032,812 |
| Sep 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$6,786,914 |
| Oct 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$7,541,016 |
| Nov 2022 | \$71,147 | \$7,396 | \$674,959 | \$599 | \$754,102 | \$8,295,117 |
| Dec 2022 | \$71,148 | \$7,400 | \$674,966 | \$599 | \$754,113 | \$9,049,230 |
| 2022 Total | \$853,762 | \$88,758 | \$8,099,520 | \$7,190 | \$9,049,230 | |

| Variance (B)W | Hazard & Liability | D & O | Property | General Liability | Monthly Total | Accumulated Total |
|-------------------|--------------------|------------------|--------------------|-------------------|--------------------|-------------------|
| Jan 2022 | \$483 | (\$225) | (\$124,914) | (\$599) | (\$125,255) | (\$125,255) |
| Feb 2022 | (\$20,824) | (\$225) | (\$131,164) | (\$491) | (\$152,704) | (\$277,959) |
| Mar 2022 | \$121 | (\$225) | (\$106,164) | \$1,171 | (\$105,097) | (\$383,056) |
| Apr 2022 | (\$1,023) | (\$225) | (\$116,581) | (\$366) | (\$118,195) | (\$501,251) |
| May 2022 | \$5,647 | (\$225) | (\$116,581) | \$396 | (\$110,763) | (\$612,013) |
| Jun 2022 | \$2,319 | (\$225) | (\$20,632) | \$648 | (\$17,890) | (\$629,904) |
| Jul 2022 | \$2,319 | (\$225) | (\$20,632) | \$0 | (\$18,538) | (\$648,442) |
| Aug 2022 | \$2,319 | (\$225) | (\$20,632) | \$0 | (\$18,538) | (\$666,980) |
| Sep 2022 | \$2,319 | (\$225) | (\$20,632) | \$0 | (\$18,538) | (\$685,519) |
| Oct 2022 | \$2,319 | (\$225) | (\$20,632) | \$0 | (\$18,538) | (\$704,057) |
| Nov 2022 | \$2,319 | (\$225) | (\$20,632) | \$0 | (\$18,538) | (\$722,595) |
| Dec 2022 | \$2,317 | (\$229) | (\$20,638) | \$0 | (\$18,550) | (\$741,145) |
| 2022 Total | \$634 | (\$2,703) | (\$739,835) | \$759 | (\$741,145) | |



2022 COLLECTION AND LIEN ENFORCEMENT POLICY AND PROCEDURES FOR ASSESSMENT DELINQUENCIES

PURPOSE STATEMENT

The following is a statement of the specific procedures, policies, and practices (“Policy Statement”) employed by Third Laguna Hills Mutual, a California nonprofit mutual benefit corporation (the “Mutual”) in enforcing lien rights or other legal remedies for default in payment of its assessments against its owners (“Members”). This Policy Statement is provided pursuant to the requirements of California Civil Code Section 5310(a)(7).

The collection of delinquent assessments is of vital concern to **all** Members of the Mutual. Such efforts ensure that all Members pay their fair share of the costs of services and facilities provided and maintained by the Mutual. Members’ failure to pay assessments when due creates a cash-flow problem for the Mutual and causes those Members who make timely payment of their assessments to bear a disproportionate share of the community’s financial obligations. Special assessments must be received in a timely fashion in order to finance the needs for which said special assessments are imposed.

Accordingly, in order to reduce the amount and duration of delinquencies and to encourage the prompt and full payment of all assessments, the Mutual has been vested with certain enforcement rights and remedies which are in addition to those which exist generally for creditors. These rights and remedies are described in this Policy Statement.

FAILURE TO MAKE TIMELY PAYMENTS CAN RESULT IN THE IMPOSITION OF LATE CHARGES, INTEREST, COSTS OF COLLECTION, POSSIBLE RESULTANT LEGAL ACTION AND AGREE MEMBERS CAN BE REQUIRED TO REIMBURSE THE MUTUAL FOR SUCH LEGAL COSTS, REGARDLESS OF WHETHER FORMAL LEGAL ACTION IS TAKEN. IT IS IN YOUR AND EVERY OTHER MEMBER’S BEST INTEREST FOR EACH OF YOU TO MAKE YOUR MONTHLY ASSESSMENT PAYMENTS ON TIME.

REGARDLESS OF WHETHER THE MUTUAL RECORDS A LIEN ON YOUR PROPERTY DURING THE COLLECTION OF PAST-DUE ASSESSMENTS, ALL MEMBERS HAVE A PERSONAL AND ONGOING OBLIGATION TO PAY ASSESSMENTS AND CHARGES.

BASIC POLICIES AND PROCEDURES

Delinquency reports are prepared monthly by the Mutual’s managing agent to the Mutual’s Board of Directors (“Board”), identifying the delinquent Member, and the amount and length of time the assessments have been in arrears. The policies and practices outlined in this Policy Statement shall remain in effect until such time as they may be changed, modified, or amended by a duly adopted resolution of the Board, or unless the applicable statutory scheme changes, in which event, this Policy Statement shall be construed so as to be consistent with any newly adopted statutes or court decisions. In accordance with the Mutual’s governing documents (including, without limitation, the Articles of

Incorporation, the Bylaws, the recorded CC&Rs, rules and regulations, and written policies) (collectively, the “Governing Documents”) and the Civil Code, to ensure the prompt payment of monthly assessments, the Mutual employs the following collection and lien enforcement policies and procedures, including for the collection of assessments, late charges, interest, fees, and chargeable services charged against Members pursuant to the Governing Documents and current law:

1. Assessment Due Date

Regular assessments (“Carrying Charges” as defined in Article 1, Section 8 of the CC&Rs) are due and payable to the Mutual, in advance, in equal monthly installments, on the first (1st) day of each month. It is each Member’s responsibility to pay assessments in full each month regardless of whether a billing statement is received. Special assessments shall be due and payable on the due date specified by the Board in the notice imposing the special assessment or in the ballot presenting the special assessment to the Members for approval. In no event shall a special assessment be due and payable earlier than thirty (30) days after the special assessment is duly imposed.

2. Reminder Notice

A monthly assessment becomes delinquent if it is not received by the Mutual on or before the close of business on the sixteenth (16th) day of the month (or, for special assessments, if it is not received by the Mutual on or before the close of business on the fifteenth (15th) day after it is due). A reminder notice may be sent to the Member. It is each Member’s responsibility to pay assessments in full each month regardless of whether a reminder notice is received.

TO BE CONSIDERED TIMELY, PAYMENT MUST BE **RECEIVED** BY THE MUTUAL WITHIN THE FIFTEEN (15) DAY GRACE PERIOD. SIMPLY PLACING THE PAYMENT IN THE MAIL BEFORE THE GRACE PERIOD EXPIRES IS INSUFFICIENT.

IN ADDITION TO THE FOREGOING, CHARGEABLE SERVICES ARE LATE IF NOT PAID WITHIN TWENTY-FIVE (25) DAYS AFTER BECOMING DUE.

3. Administrative Collection Fee

It is the policy of the Mutual not to routinely waive any duly imposed late charges, interest, or actually incurred “Costs of Collection.” “Costs of Collection” as used in this Policy Statement include, without limitation, an administrative collection fee, currently in the amount of five hundred dollars (\$500) (the “Administrative Collection Fee”), which is charged by the Mutual’s managing agent to cover staff’s costs to prepare files for delivery to the Mutual’s legal counsel and/or collection agent in order to carry out authorized legal and/or collection actions, as well as direct costs incurred in recording and/or mailing documents attendant to the legal and/or collection process.

The Administrative Collection Fee may be increased by majority vote of the Mutual’s Board and may be collected by the Mutual’s legal counsel and/or collection agent on its behalf, and remitted to the Mutual’s managing agent, or may be directly collected by the Mutual’s managing agent. Any change to the Administrative Collection Fee shall not be deemed a change to this Policy and shall not require rule change or member review period procedures to be undertaken by the Board.

4. Late Charge

IT IS THE MEMBER'S RESPONSIBILITY TO ALLOW AMPLE TIME TO DROP OFF OR MAIL ALL PAYMENTS SO THAT THEY ARE RECEIVED BEFORE THEY BECOME DELINQUENT. Any notices or invoices for assessments and/or special assessments will be sent to Members by first-class and/or certified mail addressed to the Member at his/her/their/its address as shown on the books and records of the Mutual. However, it is the Member's responsibility to be aware of the assessment payment amounts and due dates and to advise the Mutual of any changes in the Member's mailing address, pursuant to Civil Code Section 4041.

A late payment charge for a delinquent assessment will be assessed in the amount of seventy-five dollars (\$75) and will be imposed on any assessment payment that is more than fifteen (15) days in arrears. Further, both Civil Code Section 5650 and the Mutual's Governing Documents provide for interest on all sums imposed in accordance with Section 5650, including on delinquent assessment, reasonable fees and costs of collection, and reasonable attorney's fees, which may be imposed thirty (30) days after the assessment is due, at an annual percentage rate of twelve percent (12%). Such interest may be imposed and collected regardless of whether the Member's delinquent account is referred to the Mutual's legal counsel and/or collection agent for handling. Non-assessment fines, fees, and chargeable services are also subject to a late fee and interest, in an amount determined by Board resolution.

5. Demand Letter (aka Pre-Lien Notice)

If full payment of the delinquent amount is not received by the close of business on the day which is fifteen (15) days after the date of a reminder notice, as described in Section 2 above, or if no reminder notice was sent, then within thirty (30) days after the date when the delinquent amount became due, then a demand letter pursuant to Civil Code Section 5660 (a "Pre-Lien Notice"), as detailed below, will be sent to the Member by Certified Mail. The Mutual, through its managing agent, may also attempt to contact the Member by telephone to remind the Member of the delinquency and determine when payment will be made. However, no assurances can be given that the Mutual will in fact reach the Member by telephone, and the Member is responsible to pay off the delinquency whether or not a reminder notice or telephone reminder is actually received by the Member.

6. Alternate Means to Collect Delinquent Sums

If full payment of the delinquent amount (such as a duly levied and imposed assessment, fine, fee, or chargeable service including associated late charges and interest) is not received by the close of business on the thirtieth (30th) day after the date of a demand letter for payment of same (and with respect to recording a lien against a Member's separate interest in the condominium project ("Manor"), on the thirtieth (30th) day after receipt of a Pre-Lien Notice) the Mutual may, at its option, in accordance with the requirements and conditions herein and applicable law, and based on the circumstances of the delinquency, including but not limited to, the total delinquent amount owing and the Member's payment history, undertake to collect the delinquency by: (1) suspending a Member's right (and that of the Resident or Tenant of that Member's Manor) to use Mutual or Golden Rain Foundation of Laguna Woods ("GRF") facilities; (2) termination of the delinquent Member's Membership in the Mutual as a result of any foreclosure, (3) legal actions, discussed further below, or (4) other means permitted by law.

A demand letter and/or Pre-Lien Notice is presumed to have been received in the regular course of mail within five (5) days of mailing if the mailing address is within California and within ten (10) days if the

mailing address is within the United States but outside of California and within twenty (20) days if the mailing address is outside of the United States.

The Mutual may, after following appropriate procedures prescribed by law and the Mutual's Governing Documents, suspend a delinquent Member's right to use facilities or receive services provided by the Mutual, or both, until the delinquency is paid in full, including interest, late charges, and/or Costs of Collection, as may have been imposed or incurred in a particular instance. Failure to pay in full such amounts may also result in suspension of certain Membership rights and the ability to use the facilities or services provided by GRF or by this Mutual.

The Mutual may also take various legal actions to enforce the collection of delinquencies. **THESE ACTIONS MAY BE TAKEN SEPARATELY OR CONCURRENTLY.**

7. Small Claims Court

A civil action in small claims court may be filed, with a management company representative or bookkeeper appearing and participating on behalf of the Mutual.

PLEASE NOTE THAT A SMALL CLAIMS COURT ACTION MAY BE PURSUED BASED ON A BOARD RESOLUTION EITHER BEFORE OR AFTER RECORDING A NOTICE OF DELINQUENT ASSESSMENT (LIEN), AND/OR AFTER A WRITE-OFF.

The amount that may be recovered in small claims court may not exceed the jurisdictional limits of the small claims court, and shall be the sum of the following: (a) the amount owed as of the date of filing of the complaint in the small claims court; and (b) in the discretion of the court, an additional amount equal to the amount owed for the period from the date the complaint is filed until satisfaction of the judgment, which total amount may include accruing unpaid assessments, fines, fees, or chargeable services, and any reasonable late charges, fees and Costs of Collection (including attorney's fees), and interest, all up to the jurisdictional limits of the small claims court.

Successive small claims court actions may be pursued, consistently with applicable laws, until the entire amount of the delinquency is recovered.

8. Lien

The Mutual may secure the delinquency by recording a notice of delinquent assessment (lien) on the owner's Manor with the Orange County recorder. The debt shall be a lien on the owner's Manor from and after the time the Mutual records a notice of delinquent assessment, which shall state: the amount of the assessment and other sums imposed in accordance with Civil Code Section 5650(b); a legal description of the owner's Manor; and the name of the record owner of the Manor.

An itemized statement of the debt owed by the owner, as described in Civil Code Section 5660(b), shall be recorded together with the notice of delinquent assessment. In order for the lien to be enforced by nonjudicial foreclosure as provided in Civil Code Sections 5700 to 5710, inclusive, the notice of delinquent assessment shall state the name and address of the trustee authorized by the Mutual to enforce the lien by sale of the Manor. The notice of delinquent assessment shall be signed by the person designated in the declaration or by the Mutual for that purpose, or if no one is designated, by the president of the Mutual. A copy of the recorded notice of delinquent assessment shall be mailed by certified mail

to every person whose name is shown as an owner of the Manor in the Mutual's records, and shall be mailed no later than ten (10) calendar days after recordation.

If it is determined that the Mutual has recorded a lien for a delinquent assessment in error, the Mutual shall promptly reverse all related late charges, fees, interest, attorney's fees, and Costs of Collection, and pay all costs incurred by the Mutual related to any related an internal dispute resolution (IDR) or alternative dispute resolution (ADR).

9. Foreclosure/ADR

After thirty (30) days following the recording of a delinquent assessment lien, the lien may be enforced in any manner permitted by law. Once the amount of delinquent assessments (not including any late charges, fees, interest, or Costs of Collection), exceeds One Thousand Eight Hundred Dollars (\$1,800), OR any unpaid assessments are more than twelve (12) months delinquent, then, subject to the conditions specified below, the Mutual may initiate foreclosure proceedings to collect the amounts owed.

These conditions include that, prior to initiating a foreclosure, the Mutual shall offer the Member, and if so requested by the Member, the Mutual shall participate in dispute resolution pursuant to the Mutual's "meet and confer" program, or alternative dispute resolution (ADR). THE DECISION TO PURSUE DISPUTE RESOLUTION OR A PARTICULAR TYPE OF ADR SHALL BE THE CHOICE OF THE MEMBER, EXCEPT THAT BINDING ARBITRATION SHALL NOT BE AVAILABLE IF THE MUTUAL INTENDS TO INITIATE A JUDICIAL FORECLOSURE.

Civil Code Section 5965 requires the following statement to be included in this Policy Statement:

"Failure of a member of the association to comply with the alternative dispute resolution requirements of Section 5930 of the Civil Code may result in the loss of the member's right to sue the association or another member of the association regarding enforcement of the governing documents or the applicable law."

If any "meet and confer" session or ADR is engaged in by and between the Member and the Mutual (or any neutral third parties, as the case may be), and these efforts do not result in a payment plan, then, assuming the statutory minimum as to the delinquent amount or duration of the delinquency has been met, the Mutual may commence foreclosing the lien against the Member's Manor and sell the Manor at a private sale or by a judicial sale. If this occurs, the Member may lose title to his/her/their/its Manor.

10. Board Decision to Initiate Foreclosure

The decision to initiate foreclosure of a validly recorded delinquent assessment lien shall be made **only** by the Board and may not be delegated to an agent of the Mutual. The Board shall approve the decision by a majority vote of the Board in an executive session. The vote must be recorded in the minutes of the next meeting of the Board open to all Members; however, the confidentiality of the delinquent Member shall be maintained by identifying the matter in the minutes only by the Parcel Number, and not by the name of the delinquent Member. A Board vote to approve foreclosure of a lien shall take place at least thirty (30) days prior to any public sale or judicial foreclosure.

If the Board votes to foreclose upon an owner's Manor, the Board shall provide notice by personal service to an owner of a Manor if the owner occupies the Manor or to their legal representative. For a non-occupying owner, the Board shall provide written notice by first-class mail, postage prepaid, at the

most current address shown on the books of the Mutual. In the absence of written notification by a non-occupying owner to the Mutual, the address of the owner's Manor may be treated as the owner's mailing address.

11. Non-Judicial Foreclosure/Right of Redemption

A non-judicial foreclosure by the Mutual to collect upon a debt for delinquent assessments is subject to a statutory right of redemption. The redemption period within which the Manor may be redeemed from a foreclosure sale ends ninety (90) days after the sale, per Civil Code Section 5715.

If a foreclosure action is prosecuted to judgment and the judgment is in favor of the Mutual, assets of the Member may be seized or a lien may be placed on such assets to satisfy the judgment. Pursuant to the provisions of California law, applicable regulations, and the Covenants, Conditions and Restrictions (CC&Rs), the delinquent amount, as well as late charges on the delinquent assessments and/or interest charges and/or Costs of Collection (including, but not limited to, attorney's fees, title company and foreclosure service company charges, charges imposed to defray the cost of preparing and mailing demand letters (such as the Administrative Collection Fee), recording costs and costs associated with small claims court actions) may be enforced as a lien against the Member's Manor.

Moreover, pursuant to California law, monetary penalties that have been imposed by the Mutual as a means of reimbursing the Mutual for costs incurred by the Mutual in the repair of damage to common areas and/or community facilities for which a Member or a Member's guests or tenants were responsible may also be enforced as a lien against the Member's Manor.

12. Prerequisites to Recording a Lien: Offer of IDR/ADR and Thirty (30) Day Pre-Lien Notice

Before a lien may be recorded against a Manor of a delinquent Member, the Mutual must offer the Member, and if so requested by the Member, the Mutual must participate in IDR pursuant to the Mutual's "meet and confer" program (per the requirements set forth in Article 2 commencing with section 5900 of Chapter 10) or ADR as set forth in Article 3 (commencing with Section 5925 of Chapter 10), both in the Civil Code.

Any choice by a Member to pursue IDR or any kind of ADR must be made by the Member's delivery of written notice of such choice to the Mutual's managing agent within thirty (30) days of any event which triggers a Member's right to pursue IDR/ADR, whether it is before a lien can be recorded (i.e., upon receipt of the certified Pre-Lien Notice), or prior to initiating a foreclosure action, or in any other situation for which the Davis-Stirling Common Interest Development Act or the Mutual's Governing Documents authorize or allow a Member to choose IDR/ADR. A Member's right to pursue IDR/ADR may be triggered by, among other things, a decision by the Board and/or Executive Hearing Committee, as applicable, following any right to appeal pursuant to the Mutual's Appeal Policy.

THE DECISION TO PURSUE IDR OR A PARTICULAR TYPE OF ADR SHALL BE THE CHOICE OF THE OWNER. However, binding arbitration is not available if the Mutual intends to initiate a judicial foreclosure.

13. Pre-Lien Notice

Prior to recording a lien against a Member's Manor, the Mutual must send the Member a certified notice providing information regarding the sums claimed as being delinquent ("Pre-Lien Notice"). No lien can be recorded until thirty (30) days after this Pre-Lien Notice has been given.

The Pre-Lien Notice must include the following information (per Civil Code Section 5660):

- (a) A general description of the collection and lien enforcement procedures of the Mutual and the method of calculation of the amount, a statement that the owner of the Manor has the right to inspect the association records pursuant to Section 5205, and the following statement in 14-point boldface type, if printed, or in capital letters, if typed;

"IMPORTANT NOTICE: IF YOUR SEPARATE INTEREST IS PLACED IN FORECLOSURE BECAUSE YOU ARE BEHIND IN YOUR ASSESSMENTS, IT MAY BE SOLD WITHOUT COURT ACTION."
- (b) An itemized statement of the charges owed by the owner, including items on the statement which indicate the amount of any delinquent assessments, the fees and reasonable costs of collection, reasonable attorney's fees, any late charges, and interest, if any;
- (c) A statement that the owner shall not be liable to pay the charges, interest, and costs of collection, if it is determined the assessment was paid on time to the association;
- (d) The right to request a meeting with the board as provided in Section 5665;
- (e) The right to dispute the assessment debt by submitting a written request for dispute resolution to the association pursuant to the association's "meet and confer" program required in Article 2 (commencing with Section 5900) of Chapter 10;
- (f) The right to request alternative dispute resolution with a neutral third party pursuant to Article 3 (commencing with Section 5925) of Chapter 10 before the association may initiate foreclosure against the owner's Manor, except that binding arbitration shall not be available if the association intends to initiate a judicial foreclosure;

14. Member's Right to Request a Meeting with the Board, or IDR or ADR.

Upon receipt of the certified Pre-Lien Notice described above, the noticed Member has several possible courses of action that can be taken at this point in the collection process, such as:

- (a) The Member has the right to dispute the assessment debt by submitting a written request for IDR to the Mutual pursuant to the Mutual's "meet and confer" program, which is required by Civil Code Sections 5900-5920;
- (b) The Member may exercise his/her/their/its right to participate in ADR with a neutral third party under Civil Code Sections 5925-5965 before the Mutual may initiate foreclosure against the owner's Manor, except that binding arbitration shall not be available if the Mutual intends to initiate a judicial foreclosure;

- (c) The Member has a right to submit a written request to meet with the Board to discuss a payment plan for the delinquent assessment, as long as the request for a meeting is made within fifteen (15) days following the postmark on the Mutual's Pre-Lien Notice to the Member. That meeting must take place within forty-five (45) days (calculated from the postmark on the Member's request) and must be conducted in executive session. When a Member has made a timely request for a meeting to discuss a payment plan, the Mutual must provide the requesting Member with the Mutual's standards for payment plans, if any standards have been adopted. There is no statutory authorization for the Board to delegate this meeting obligation to a property manager, but the Board may designate a committee of one or more directors to meet with the Member in a specially called executive session meeting that will occur within forty-five (45) days of the Member's request.

15. Payment Plan Requests

Any Member who is unable to timely pay regular or special assessments is entitled to make a written request for a payment plan to the Mutual's Board. A Member may also request to meet with the Board in executive session to discuss a payment plan if the payment plan request is mailed within fifteen (15) days of the postmark date of the Pre-Lien Notice. The Mutual's Board will consider payment plan requests on a case-by-case basis and is under no obligation to grant payment plan requests. Payment plans may incorporate any assessments that accrue during the payment plan period. Payment plans may not impede the Mutual's ability to record a lien on the Member's Manor to secure payment of delinquent assessments. Additional late fees shall not accrue during the payment plan period if the Member is in compliance with the terms of the payment plan. In the event of a default on any payment plan, the Mutual may resume its efforts to collect the delinquent assessments from the time prior to entering into the payment plan. The Mutual reserves the right to impose reasonable conditions on any approvals for a payment plan and request that the delinquent Member provide disclosure of certain identifying information and other assets that may be used as additional security for the debt owed.

16. Application of Payments

In accordance with state law, unless otherwise waived in writing by the Member, payments received on delinquent assessments shall be applied to the Member's account in the following order of priority: assessments owed, then fees and costs of collection, attorney's fees, late charges, interest. Payments on account of principal shall be applied in reverse order so that the oldest arrearages are retired first. Interest shall continue to accrue on unpaid balances of principal, and other costs and charges imposed in accordance with Civil Code Section 5655.

17. Secondary Address

Members have a right and obligation to identify in writing to the Mutual a secondary address for purposes of collection notices delivered pursuant to the Mutual's Policy Statement, and upon receipt of a proper written request from a Member identifying a secondary address that complies with Civil Code Section 4041 and the Governing Documents, the Mutual must send additional notices to this secondary address. Pursuant to Civil Code Section 4041, Members must keep the Mutual updated with respect to any mailing or secondary address to which notices from the Mutual are to be delivered. If Members fail to provide such information to the Mutual, the Manor shall be deemed to be the address to which notices are to be delivered.

18. No Right of Offset

There is no right of offset. This means that a Member may not withhold assessments and related charges owed to the Mutual on the alleged grounds that the Member would be entitled to recover money or damages from the Mutual based on some other obligation or some claim of another obligation.

19. Returned Checks

The Mutual may charge the Member a twenty-five-dollar (\$25) fee for the first check tendered to the Mutual that is returned unpaid by the Member's bank, and thereafter, the Mutual may charge a thirty-five-dollar (\$35) fee for any subsequent check that is returned based on insufficient funds. If a Member's check cannot be negotiated for any reason, then the Mutual may also seek to recover damages of the greater of (a) one hundred dollars (\$100); or (b) three (3) times the amount of the check up to one thousand five hundred dollars (\$1,500) in accordance with Civil Code Section 1719.

20. Charges and Fees Subject to Change

All charges and fees set forth in this Policy Statement are subject to change upon thirty (30) days prior written notice.

21. Overnight Payments

The mailing address for overnight payment of assessments is:

Third Laguna Hills Mutual
Attn: Assessment Payments
24351 El Toro Road
Laguna Woods, CA 92637

22. Rights Reserved by Mutual

Although the matters set forth above summarize the policies and practices ordinarily employed to collect delinquent assessments, the Mutual reserves the right to employ other or additional policies and practices as may be necessary or appropriate when the uniqueness of the circumstances or habitualness of the delinquency so requires.

23. Attachments

Notice of Assessments and Foreclosure (pursuant to Civil Code Section 5730): Attachment A.

State Rosenthal Fair Debt Collection Practices Act and the Federal Fair Debt Collection Practices Act disclosures: Attachment B.

BOARD OF DIRECTORS

THIRD LAGUNA HILLS MUTUAL

ATTACHMENT A
NOTICE OF
ASSESSMENTS AND FORECLOSURE

The following notice is provided pursuant to California Civil Code Section 5730

NOTICE ASSESSMENTS AND FORECLOSURE

This notice outlines some of the rights and responsibilities of owners of property in common interest developments and the associations that manage them. Please refer to the sections of the Civil Code indicated for further information. A portion of the information in this notice applies only to liens recorded on or after January 1, 2003. You may wish to consult a lawyer if you dispute an assessment.

ASSESSMENTS AND FORECLOSURE

Assessments become delinquent fifteen (15) days after they are due, unless the governing documents provide for a longer time. The failure to pay association assessments may result in the loss of an owner's property through foreclosure. Foreclosure may occur either as a result of a court action, known as judicial foreclosure, or without court action, often referred to as nonjudicial foreclosure. For liens recorded on and after January 1, 2006, an association may not use judicial or nonjudicial foreclosure to enforce that lien if the amount of the delinquent assessments or dues, exclusive of any accelerated assessments, late charges, fees, attorney's fees, interest, and costs of collection, is less than one thousand eight hundred dollars (\$1,800). For delinquent assessments or dues in excess of one thousand eight hundred dollars (\$1,800) or more than 12 months delinquent, an association may use judicial or nonjudicial foreclosure subject to the conditions set forth in Article 3 (commencing with Section 5700) of Chapter 8 of Part 5 of Division 4 of the Civil Code. When using judicial or nonjudicial foreclosure, the association records a lien on the owner's property. The owner's property may be sold to satisfy the lien if the amounts secured by the lien are not paid. (Sections 5700 through 5720 of the Civil Code, inclusive)

In a judicial or nonjudicial foreclosure, the association may recover assessments, reasonable costs of collection, reasonable attorney's fees, late charges, and interest. The association may not use nonjudicial foreclosure to collect fines or penalties, except for costs to repair common area damaged by a member or a member's guests, if the governing documents provide for this. (Section 5725 of the Civil Code)

The association must comply with the requirements of Article 2 (commencing with Section 5650) of Chapter 8 of Part 5 of Division 4 of the Civil Code when collecting delinquent assessments. If the association fails to follow these requirements, it may not record a lien on the owner's property until it has satisfied those requirements. Any additional costs that result from satisfying the requirements are the responsibility of the association. (Section 5675 of the Civil Code)

At least thirty (30) days prior to recording a lien on an owner's separate interest, the association must provide the owner of record with certain documents by certified mail, including a description of its collection and lien enforcement procedures and the method of calculating the amount. It must also provide an itemized statement of the charges owed by the owner. An owner has a right to review the association's records to verify the debt. (Section 5660 of the Civil Code)

If a lien is recorded against an owner's property in error, the person who recorded the lien is required to record a lien release within twenty-one (21) days, and to provide an owner certain documents in this regard. (Section 5685 of the Civil Code)

The collection practices of the association may be governed by state and federal laws regarding fair debt collection. Penalties can be imposed for debt collection practices that violate these laws.

PAYMENTS

When an owner makes a payment, the owner may request a receipt, and the association is required to provide it. On the receipt, the association must indicate the date of payment and the person who received it. The association must inform owners of a mailing address for overnight payments. (Section 5655 of the Civil Code)

An owner may, but is not obligated to, pay under protest any disputed charge or sum levied by the association, including, but not limited to, an assessment, fine, penalty, late fee, collection cost, or monetary penalty imposed as a disciplinary measure, and by so doing, specifically reserve the right to contest the disputed charge or sum in court or otherwise.

An owner may dispute an assessment debt by submitting a written request for dispute resolution to the association as set forth in Article 2 (commencing with Section 5900) of Chapter 10 of Part 5 of Division 4 of the Civil Code. In addition, an association may not initiate a foreclosure without participating in alternative dispute resolution with a neutral third party as set forth in Article 3 (commencing with Section 5925) of Chapter 10 of Part 5 of Division 4 of the Civil Code, if so requested by the owner. Binding arbitration shall not be available if the association intends to initiate a judicial foreclosure.

An owner is not liable for charges, interest, and costs of collection, if it is established that the assessment was paid properly on time. (Section 5685 of the Civil Code)

MEETINGS AND PAYMENT PLANS

An owner of a separate interest that is not a time-share interest may request the association to consider a payment plan to satisfy a delinquent assessment. The association must inform owners of the standards for payment plans, if any exists. (Section 5665 of the Civil Code)

The board must meet with an owner who makes a proper written request for a meeting to discuss a payment plan when the owner has received notice of a delinquent assessment. These payment plans must conform with the payment plan standards of the association, if they exist. (Section 5665 of the Civil Code)

ATTACHMENT B

The following Disclosure is made pursuant to California Civil Code Sections 1812.700-1812.703.

“The State Rosenthal Fair Debt Collection Practices Act and the Federal Fair Debt Collection Practices Act require that, except under unusual circumstances, collectors may not contact you before 8 a.m. or after 9 p.m. They may not harass you by using threats of violence or arrest or by using obscene language. Collectors may not use false or misleading statements or call you at work if they know or have reason to know that you may not receive personal calls at work. For the most part, collectors may not tell another person, other than your attorney or spouse, about your debt. Collectors may contact another person to confirm your location or enforce a judgment. For more information about debt collection activities, you may contact the Federal Trade Commission at 1-877-FTC-HELP or www.ftc.gov.”



STAFF REPORT

DATE: August 2, 2022
FOR: Finance Committee
SUBJECT: Operating Deficit Transfer

RECOMMENDATION

Staff recommends approval of a \$1,279,497 transfer from the Unappropriated Expenditure Fund to the Operating Fund due to the Operating Fund deficit in 2021.

BACKGROUND

Third's annual business plan is approved each year with zero anticipated Operating Fund (OPR) surplus or deficit. If actual OPR revenues exceed OPR expenses at the close of the fiscal year, IRS Revenue Ruling 70-604 requires the surplus to either be returned to the membership or be applied to next year's assessment. Historically, surpluses have been transferred to the Unappropriated Expenditure Fund (UEF). Deficits however have not been addressed in prior years and have led to a downward trend in available cash.

DISCUSSION

Third ended the 2021 fiscal year with \$22,518,093 in OPR Revenues and \$23,794,590 in OPR Expenses (less depreciation), a net OPR loss of \$1,279,497. The primary driver of the loss was the increase Property Insurance premiums offset by savings in employee compensation and legal fees. To avoid further depletion of OPR cash, staff recommends applying a consistent approach to operating deficits as it does with operating surpluses:

Operating Fund Surplus: Transfer OPR → UEF
Operating Fund Deficit: Transfer UEF → OPR

FINANCIAL ANALYSIS

The balance in the Unappropriated Expenditure Fund as of June 30, 2022 was \$3,852,413 allowing sufficient funds available for the \$1,279,497 transfer. The projected balance of the UEF as of 2022 is \$2,250,186 (ATT1), inclusive of the proposed transfer.

Prepared By: Steve Hormuth, Director of Financial Services

Reviewed By: Jose Campos, Assistant Director of Financial Services
Pam Jensen, Controller

ATTACHMENT(S)

ATT1: V2 2023 Business Plan UEF Projected Balance (2022-07-15)

Unappropriated Expenditures Fund

Projected Balances



| Description | 2022 Projection | 2023 Projection |
|-------------------|--------------------|--------------------|
| Beginning Balance | \$3,901,682 | \$2,250,186 |
| Contribution | 0 | 0 |
| Interest Income | 35,000 | 30,000 |
| Expenses | 410,000 | 410,000 |
| Operating Deficit | 1,276,496 | 0 |
| Ending Balance | \$2,250,186 | \$1,870,186 |

External Factors Affecting Third Mutual Costs:



Budget Considerations

What we can't control:

- **Inflation – now 9/1 %**
- **Regulations: i.e. organic waste**
- **Insurance industry rate increases**
 - **Property Evaluation by Insurers**
- **Utility rate increases**
- **Salary (i.e minimum wage increases)**

Trash: Estimated Cost Increase

New Residential Organic Recycling Regs

| | 2022 | 2023 | 2024 | 2025 | 2026 |
|--------------|------|------|------|------|------|
| Third Mutual | 36% | 47% | 41% | 17% | 5% |

Insurance Rates across the industry

Why Are We Here?



Source: Insurance Information Institute.

Third Mutual Re-Evaluation (by insurers)

- **Prior to re-evaluation:**

- **\$ 700,000 Million**

- **After re-evaluation:**

- **\$1.6 Billion ! ! !**





What can we do



To help control costs?

- **Be Involved!**

- **Attend Committee and Mutual Meetings**
 - *Special thanks to our Committee Advisors*



- **Be informed!**

- **Attend Town Hall Sessions (4th Wednesdays CH 2)**
- **Read “*The Breeze*” informative articles**
- **Keep up with “What’s Up in the Village” emails**
- **Read President’s 3rd Wednesday email**



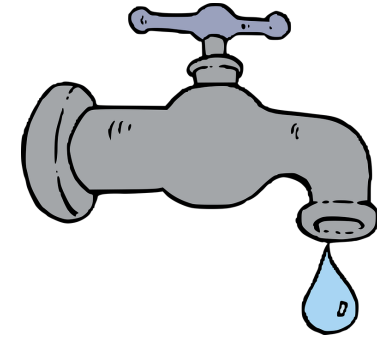
- **Be Energy Conscious!**



Conserve water ! ! !

- **Fix leaks**

- Kitchen, bathroom, laundry areas
- Look for dripping faucets, leaking valves
- Check for toilet leaks (free blue dye tablets)



- **Be conscious of water usage:**

- Shorter showers
- Shut off water while brushing teeth, shaving
- Decrease use of outside hose!!!
 - Limit number of exterior potted plants
 - No driveway or patio hosing
 - No car washing