



FINANCE COMMITTEE MEETING REPORT OF THE REGULAR OPEN SESSION

Tuesday, April 25, 2023 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: Azar Asgari – Chair, Alison Bok, Thomas Tuning
DIRECTORS ABSENT: None.
ADVISORS PRESENT: None.
STAFF PRESENT: Jose Campos, Jay Allen, Bart Mejia, Kurt Wiemann, Erika Hernandez
OTHERS PRESENT: United – Maggie Blackwell, Cash Achrekar, Diane Casey,
Sue Quam
GRF – Juanita Skillman

Call to Order

Director Azar Asgari, Treasurer, chaired the meeting and called it to order at 1:33 p.m.

Acknowledgment of Media

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

Approval of Agenda

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

Approval of the Regular Meeting Report of March 28, 2023

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

Chair Remarks

Director Asgari expressed appreciation of the existing talent amongst residents of United. She requested that more members participate in Standing Committees and apply to be an Advisor and share their expertise to help expand knowledge and generate solutions for problem solving. She also welcomed members to participate in meetings whether in-person or via Zoom.

Member Comments (Items Not on the Agenda)

A member commented on the public delinquency records.

Department Head Update

Jose Campos, Assistant Director of Financial Services, shared the completion of the KPMG audit resulting in a favorable opinion. The final audit report was

accepted by the board on April 7, 2023 and financials have been mailed to members. He also shared details of the upcoming 2024 Business Plan meetings and ongoing fee review.

Review Preliminary Financial Statements dated March 31, 2023

The committee reviewed financial statements for March 31, 2023 and questions were addressed and noted by staff.

Compensation and Outside Services

The committee reviewed the report. No actions were taken or requested.

Appliance Replacement Report

A report was presented to the committee displaying appliances and fixtures of which the Mutual is responsible for replacement as required by the corporations governing documents. The list displayed a 2% yearly decrease in the number of appliances and fixtures the mutual is responsible for. Multiple questions and comments were answered and noted by staff. No action was taken.

Endorsements from Standing Committees

Landscape Services – Supplemental Appropriation for Water Saving Landscaping. Kurt Wiemann, Director of Landscape Services, presented a staff report requesting a supplemental appropriation in the amount of \$119,215 from the Operating Fund to be used for water saving landscape projects. The committee decided to table this agenda item and revisit the discussion at a future meeting. No action was taken.

Maintenance and Construction Services – Supplemental Appropriation for Damage Restoration Backlog. Jay Allen, Damage Restoration Manager, presented a staff report requesting an approval for a supplemental appropriation from the Reserve Fund in the amount of \$160,680 for temporary staffing to assist with processing a backlog of 314 cases resulting from damage restoration events. A motion was made by Director Asgari to approve and endorse staff's recommendation as presented. Discussion ensued. Director Alison Bok seconded.

Staff was directed to provide a progress report 3-months from the start date. The motion passed unanimously and will be presented at the next board meeting.

Future Agenda Items

2022 Operating Surplus/Deficit (May)
Cash Flow Forecast (June)

Committee Member Comments

None.

Date of Next Meeting

Tuesday, May 30, 2023 at 1:30 p.m.

Report of United Finance Committee Regular Open Meeting

April 25, 2023

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Recess to Closed Session

The meeting recessed to closed session at 3:18 p.m.

Azar Asgari

[Azar Asgari \(May 3, 2023 18:37 PDT\)](#)

Azar Asgari, Chair







United Finance Report 2023-4-25 Open (draft)

Final Audit Report

2023-05-04

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