



## STAFF REPORT

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**DATE:** February 26, 2020  
**FOR:** Board of Directors  
**SUBJECT:** Preliminary Financial Statements dated January 31, 2020

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### **RECOMMENDATION**

Receive and file.

### **DISCUSSION**

Attached for your records are United preliminary financial statements dated January 31, 2020. Please review and advise if you have any questions. The Treasurer will present these financial results at your upcoming Board meeting on Tuesday, March 10, 2020.

**Prepared By:** Betty Parker, CFO

### **ATTACHMENT(s):**

ATT 1 – Financial Statements

ATT 2 – Variance Report for Revenues & Expenses

**United Laguna Woods Mutual**  
**Statement of Revenues & Expenses - Preliminary**  
**1/31/2020**  
(\$ IN THOUSANDS)

	CURRENT MONTH			YEAR TO DATE			PRIOR YEAR ACTUAL	ANNUAL BUDGET	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE			
<b>Revenues:</b>									
<b>Assessments:</b>									
1	Operating	\$2,535	\$2,489	\$46	\$2,535	\$2,489	\$46	\$2,337	\$29,869
2	Additions to restricted funds	1,024	1,024		1,024	1,024		1,031	12,294
3	Total assessments	3,560	3,514	46	3,560	3,514	46	3,368	42,163
<b>Non-assessment revenues:</b>									
4	Merchandise sales	3	2	1	3	2	1	2	20
5	Fees and charges for services to residents	99	45	53	99	45	53	57	540
6	Laundry	25	23	2	25	23	2	22	270
7	Investment income	13	32	(19)	13	32	(19)	36	385
8	Miscellaneous	38	48	(10)	38	48	(10)	32	579
9	Total non-assessment revenue	177	150	28	177	150	28	149	1,794
10	Total revenue	3,737	3,663	74	3,737	3,663	74	3,517	43,957
<b>Expenses:</b>									
11	Employee compensation and related	1,192	1,228	36	1,192	1,228	36	1,294	14,548
12	Materials and supplies	158	264	106	158	264	106	318	3,141
13	Utilities and telephone	263	317	54	263	317	54	233	4,326
14	Legal fees	18	29	11	18	29	11	16	350
15	Professional fees		6	6		6	6	4	122
16	Equipment rental	2	1	(1)	2	1	(1)	1	17
17	Outside services	174	717	543	174	717	543	219	8,638
18	Repairs and maintenance	2	4	2	2	4	2	2	47
19	Other Operating Expense	12	18	5	12	18	5	9	201
20	Income taxes		2	2		2	2		25
21	Property and sales tax	937	926	(11)	937	926	(11)	889	11,112
22	Insurance	176	125	(51)	176	125	(51)	110	1,504
23	Investment expense		3	3		3	3		37
24	Uncollectible Accounts	10	5	(5)	10	5	(5)	7	60
25	(Gain)/loss on sale or trade		(1)	(1)		(1)	(1)		(8)
26	Depreciation and amortization	17	17		17	17		17	198
27	Net allocation to mutuals	133	140	8	133	140	8	94	1,584
28	Total expenses	3,095	3,803	708	3,095	3,803	708	3,214	45,902
29	Excess of revenues over expenses	\$642	(\$140)	\$782	\$642	(\$140)	\$782	\$303	(\$1,945)

**United Laguna Woods Mutual  
Operating Statement  
1/31/2020  
UNITED LAGUNA WOODS MUTUAL**

	YEAR TO DATE				ANNUAL
	Actual	Budget	VAR\$ B/(W)	VAR% B/(W)	BUDGET
Revenues:					
Assessments:					
<b>Operating</b>					
41001000 - Monthly Assessments	\$1,481,858	\$1,481,914	(\$56)	0.00%	\$17,782,968
41007000 - Monthly Assessments - Property Taxes	946,937	926,000	20,937	2.26%	11,111,994
41007500 - Monthly Assessments - Supplemental Property Taxes	25,261	0	25,261	0.00%	0
41008000 - Monthly Assessments - Property Insurance	81,178	81,178	0	0.00%	974,142
<b>Total Operating</b>	<b>2,535,235</b>	<b>2,489,092</b>	<b>46,143</b>	<b>1.85%</b>	<b>29,869,104</b>
<b>Additions To Restricted Funds</b>					
41001500 - Monthly Assessments - Contingency Fund	63,230	63,230	0	0.00%	758,760
41003500 - Monthly Assessments - Replacement Fund	961,222	961,250	(28)	0.00%	11,535,000
<b>Total Additions To Restricted Funds</b>	<b>1,024,452</b>	<b>1,024,480</b>	<b>(28)</b>	<b>0.00%</b>	<b>12,293,760</b>
<b>Total Assessments</b>	<b>3,559,687</b>	<b>3,513,572</b>	<b>46,115</b>	<b>1.31%</b>	<b>42,162,864</b>
Non-Assessment Revenues:					
<b>Merchandise Sales</b>					
41501500 - Merchandise Sales - Warehouse	3,145	1,666	1,479	88.75%	20,000
<b>Total Merchandise Sales</b>	<b>3,145</b>	<b>1,666</b>	<b>1,479</b>	<b>88.75%</b>	<b>20,000</b>
<b>Fees and Charges for Services to Residents</b>					
46501000 - Permit Fee	9,132	12,393	(3,261)	(26.31%)	148,715
46501500 - Inspection Fee	4,501	6,608	(2,106)	(31.88%)	79,294
46502000 - Resident Maintenance Fee	84,873	26,098	58,775	225.21%	311,513
<b>Total Fees and Charges for Services to Residents</b>	<b>98,506</b>	<b>45,098</b>	<b>53,408</b>	<b>118.43%</b>	<b>539,522</b>
<b>Laundry</b>					
46005000 - Coin Op Laundry Machine	24,844	22,500	2,344	10.42%	270,000
<b>Total Laundry</b>	<b>24,844</b>	<b>22,500</b>	<b>2,344</b>	<b>10.42%</b>	<b>270,000</b>
<b>Investment Income</b>					
49001000 - Investment Income - Nondiscretionary	2,397	7,357	(4,960)	(67.42%)	88,289
49002000 - Investment Income - Discretionary	10,654	24,767	(14,113)	(56.98%)	297,205
<b>Investment Interest Income</b>	<b>13,051</b>	<b>32,125</b>	<b>(19,074)</b>	<b>(59.37%)</b>	<b>385,494</b>
<b>Miscellaneous</b>					
46004500 - Resident Violations	600	4,166	(3,566)	(85.60%)	50,001
44501000 - Additional Occupant Fee	3,250	3,500	(250)	(7.14%)	42,000
44501500 - Lease Processing Fee - United	8,540	10,666	(2,126)	(19.93%)	128,000
44502000 - Variance Processing Fee	300	333	(33)	(9.91%)	4,000
44503000 - Stock Transfer Fee	900	1,083	(183)	(16.90%)	13,000
44503510 - Resale Processing Fee - United	10,724	10,416	308	2.96%	125,000
44507000 - Golf Cart Electric Fee	4,912	5,167	(255)	(4.93%)	62,000
44507200 - Electric Vehicle Plug-In Fee	1,222	1,250	(28)	(2.27%)	15,000
44507500 - Cartport/Carport Space Rental Fee	213	208	4	1.98%	2,500
47001500 - Late Fee Revenue	3,970	4,167	(197)	(4.72%)	50,000
47002010 - Collection Administrative Fee - United	3,640	6,000	(2,360)	(39.33%)	72,000
47002500 - Collection Interest Revenue	1,292	400	892	222.95%	4,800
47501000 - Recycling	0	500	(500)	(100.00%)	6,000
48001000 - Legal Fee	0	367	(367)	(100.00%)	4,400
49009000 - Miscellaneous Revenue	(1,676)	0	(1,676)	0.00%	0
<b>Total Miscellaneous</b>	<b>37,886</b>	<b>48,223</b>	<b>(10,336)</b>	<b>(21.43%)</b>	<b>578,701</b>
<b>Total Non-Assessment Revenue</b>	<b>177,432</b>	<b>149,611</b>	<b>27,821</b>	<b>18.60%</b>	<b>1,793,717</b>
<b>Total Revenue</b>	<b>3,737,119</b>	<b>3,663,183</b>	<b>73,936</b>	<b>2.02%</b>	<b>43,956,581</b>
Expenses:					
<b>Employee Compensation</b>					
51011000 - Salaries & Wages - Regular	265,324	238,934	(26,390)	(11.04%)	2,883,900

**United Laguna Woods Mutual  
Operating Statement**

**1/31/2020**

UNITED LAGUNA WOODS MUTUAL

	YEAR TO DATE				ANNUAL
	Actual	Budget	VAR\$ B/(W)	VAR% B/(W)	BUDGET
51021000 - Union Wages - Regular	543,671	533,335	(10,336)	(1.94%)	6,279,593
51041000 - Wages - Overtime	5,832	2,349	(3,483)	(148.24%)	28,203
51051000 - Union Wages - Overtime	17,309	7,907	(9,401)	(118.89%)	94,908
51061000 - Holiday & Vacation	197,200	65,183	(132,018)	(202.54%)	773,301
51071000 - Sick	34,436	26,588	(7,848)	(29.52%)	315,425
51081000 - Sick - Part Time	0	2	2	100.00%	24
51091000 - Missed Meal Penalty	587	104	(483)	(463.01%)	1,268
51101000 - Temporary Help	0	155	155	100.00%	1,870
51981000 - Compensation Accrual	(255,741)	0	255,741	0.00%	0
<b>Total Employee Compensation</b>	<b>808,618</b>	<b>874,558</b>	<b>65,940</b>	<b>7.54%</b>	<b>10,378,493</b>
<b>Compensation Related</b>					
52411000 - F.I.C.A.	80,540	66,099	(14,441)	(21.85%)	776,727
52421000 - F.U.I.	5,876	2,708	(3,167)	(116.94%)	10,834
52431000 - S.U.I.	40,125	13,780	(26,345)	(191.19%)	55,120
52441000 - Union Medical	143,274	157,440	14,167	9.00%	1,889,284
52451000 - Workers' Compensation Insurance	57,884	46,663	(11,220)	(24.05%)	639,961
52461000 - Non Union Medical & Life Insurance	29,853	28,134	(1,719)	(6.11%)	337,605
52471000 - Union Retirement Plan	45,515	28,408	(17,107)	(60.22%)	334,482
52481000 - Non-Union Retirement Plan	6,014	10,422	4,408	42.30%	125,775
52981000 - Compensation Related Accrual	(25,689)	0	25,689	0.00%	0
<b>Total Compensation Related</b>	<b>383,390</b>	<b>353,655</b>	<b>(29,736)</b>	<b>(8.41%)</b>	<b>4,169,789</b>
<b>Materials and Supplies</b>					
53001000 - Materials & Supplies	32,822	51,790	18,968	36.63%	594,628
53003000 - Materials Direct	125,151	212,121	86,970	41.00%	2,545,928
53004000 - Freight	20	0	(20)	0.00%	0
<b>Total Materials and Supplies</b>	<b>157,993</b>	<b>263,911</b>	<b>105,918</b>	<b>40.13%</b>	<b>3,140,556</b>
<b>Utilities and Telephone</b>					
53301000 - Electricity	10,706	18,100	7,394	40.85%	189,000
53301500 - Sewer	133,993	146,500	12,507	8.54%	1,779,600
53302000 - Water	82,203	116,069	33,866	29.18%	1,919,116
53302500 - Trash	36,338	36,476	139	0.38%	437,719
53304000 - Telephone	56	57	1	2.15%	685
<b>Total Utilities and Telephone</b>	<b>263,295</b>	<b>317,203</b>	<b>53,908</b>	<b>16.99%</b>	<b>4,326,120</b>
<b>Legal Fees</b>					
53401500 - Legal Fees	17,673	29,165	11,492	39.40%	349,985
<b>Total Legal Fees</b>	<b>17,673</b>	<b>29,165</b>	<b>11,492</b>	<b>39.40%</b>	<b>349,985</b>
<b>Professional Fees</b>					
53402010 - Audit & Tax Preparation Fees - United	0	0	0	0.00%	44,500
53403500 - Consulting Fees	0	738	738	100.00%	12,479
53403510 - Consulting Fees - United	0	5,415	5,415	100.00%	65,000
<b>Total Professional Fees</b>	<b>0</b>	<b>6,153</b>	<b>6,153</b>	<b>100.00%</b>	<b>121,979</b>
<b>Equipment Rental</b>					
53501500 - Equipment Rental/Lease Fees	2,036	1,266	(770)	(60.81%)	17,038
<b>Total Equipment Rental</b>	<b>2,036</b>	<b>1,266</b>	<b>(770)</b>	<b>(60.81%)</b>	<b>17,038</b>
<b>Outside Services</b>					
53601000 - Bank Fees	2,780	2,110	(670)	(31.76%)	25,321
53601500 - Credit Card Transaction Fees	343	0	(343)	0.00%	0
54603500 - Outside Services Cost Collection	170,376	703,962	533,586	75.80%	8,447,910
53704000 - Outside Services	877	11,396	10,519	92.31%	164,394
<b>Total Outside Services</b>	<b>174,376</b>	<b>717,467</b>	<b>543,092</b>	<b>75.70%</b>	<b>8,637,624</b>
<b>Repairs and Maintenance</b>					
53701000 - Equipment Repair & Maint	83	1,398	1,316	94.08%	16,823
53703000 - Elevator /Lift Maintenance	2,285	2,513	228	9.07%	30,157
<b>Total Repairs and Maintenance</b>	<b>2,368</b>	<b>3,912</b>	<b>1,544</b>	<b>39.46%</b>	<b>46,979</b>
<b>Other Operating Expense</b>					
53801000 - Mileage & Meal Allowance	158	1,251	1,093	87.38%	15,153

**United Laguna Woods Mutual  
Operating Statement**

**1/31/2020**

UNITED LAGUNA WOODS MUTUAL

	YEAR TO DATE				ANNUAL BUDGET
	Actual	Budget	VAR\$ B/(W)	VAR% B/(W)	
53801500 - Travel & Lodging	0	242	242	100.00%	3,027
53802000 - Uniforms	6,670	7,395	726	9.81%	88,787
53802500 - Dues & Memberships	32	160	128	80.16%	1,687
53803000 - Subscriptions & Books	198	168	(30)	(18.03%)	2,026
53803500 - Training & Education	1,666	2,533	867	34.23%	19,682
53804000 - Staff Support	133	117	(15)	(12.95%)	1,409
53901500 - Volunteer Support	0	139	139	100.00%	1,668
53903000 - Safety	0	42	42	100.00%	508
54001010 - Board Relations - United	269	625	356	56.94%	7,500
54002000 - Postage	3,256	4,893	1,636	33.44%	58,717
54002500 - Filing Fees / Permits	0	47	47	100.00%	847
<b>Total Other Operating Expense</b>	<b>12,382</b>	<b>17,612</b>	<b>5,230</b>	<b>29.70%</b>	<b>201,011</b>
<b>Income Taxes</b>					
54301000 - State & Federal Income Taxes	0	2,087	2,087	100.00%	25,000
<b>Total Income Taxes</b>	<b>0</b>	<b>2,087</b>	<b>2,087</b>	<b>100.00%</b>	<b>25,000</b>
<b>Property and Sales Tax</b>					
54302000 - Property Taxes	937,001	926,000	(11,001)	(1.19%)	11,111,994
<b>Total Property and Sales Tax</b>	<b>937,001</b>	<b>926,000</b>	<b>(11,001)</b>	<b>(1.19%)</b>	<b>11,111,994</b>
<b>Insurance</b>					
54401000 - Hazard & Liability Insurance	49,326	37,982	(11,344)	(29.87%)	455,779
54401500 - D&O Liability	7,160	5,534	(1,626)	(29.38%)	66,412
54402000 - Property Insurance	119,535	81,178	(38,357)	(47.25%)	974,142
54403000 - General Liability Insurance	0	611	611	100.00%	7,328
<b>Total Insurance</b>	<b>176,021</b>	<b>125,305</b>	<b>(50,716)</b>	<b>(40.47%)</b>	<b>1,503,660</b>
<b>Investment Expense</b>					
54201000 - Investment Expense	0	3,061	3,061	100.00%	36,732
<b>Total Investment Expense</b>	<b>0</b>	<b>3,061</b>	<b>3,061</b>	<b>100.00%</b>	<b>36,732</b>
<b>Uncollectible Accounts</b>					
54602000 - Bad Debt Expense	10,437	4,967	(5,470)	(110.13%)	59,600
<b>Total Uncollectible Accounts</b>	<b>10,437</b>	<b>4,967</b>	<b>(5,470)</b>	<b>(110.13%)</b>	<b>59,600</b>
<b>(Gain)/Loss on Sale or Trade</b>					
54101000 - (Gain)/Loss - Warehouse Sales	0	(625)	(625)	(100.00%)	(7,500)
<b>Total (Gain)/Loss on Sale or Trade</b>	<b>0</b>	<b>(625)</b>	<b>(625)</b>	<b>(100.00%)</b>	<b>(7,500)</b>
<b>Depreciation and Amortization</b>					
55001000 - Depreciation And Amortization	16,520	16,520	0	0.00%	198,242
<b>Total Depreciation and Amortization</b>	<b>16,520</b>	<b>16,520</b>	<b>0</b>	<b>0.00%</b>	<b>198,242</b>
<b>Net Allocation to Mutuals</b>					
54602500 - Allocated Expenses	132,886	140,483	7,597	5.41%	1,584,319
<b>Total Net Allocation to Mutuals</b>	<b>132,886</b>	<b>140,483</b>	<b>7,597</b>	<b>5.41%</b>	<b>1,584,319</b>
<b>Total Expenses</b>	<b>3,094,995</b>	<b>3,802,698</b>	<b>707,703</b>	<b>18.61%</b>	<b>45,901,622</b>
<b>Excess of Revenues Over Expenses</b>	<b>\$642,124</b>	<b>(\$139,515)</b>	<b>\$781,639</b>	<b>560.25%</b>	<b>(\$1,945,042)</b>

**United Laguna Woods Mutual  
Balance Sheet - Preliminary  
1/31/2020**

		<u>Current Month End</u>	<u>Prior Year December 31</u>
<b>Assets</b>			
1	Cash and cash equivalents	\$2,950,319	\$2,159,882
2	Non-discretionary investments	1,992,808	1,992,808
3	Discretionary investments	14,826,579	14,815,925
4	Receivable/(Payable) from mutuals	1,329,945	1,518,100
5	Accounts receivable and interest receivable	588,645	655,477
6	Prepaid expenses and deposits	1,210,730	1,104,404
7	Property and equipment	91,989,605	91,989,605
8	Accumulated depreciation property and equipment	(83,756,446)	(83,756,191)
9	Beneficial interest in GRF of Laguna Hills Trust	5,780,684	5,796,949
10	Non-controlling interest in GRF	38,325,598	38,325,598
<b>11</b>	<b>Total Assets</b>	<b><u><u>\$75,238,467</u></u></b>	<b><u><u>\$74,602,557</u></u></b>
<b>Liabilities and Fund Balances</b>			
Liabilities:			
12	Accounts payable and accrued expenses	\$1,401,360	\$1,431,926
13	Accrued compensation and related costs	596,765	596,765
14	Deferred income	960,903	936,551
15	Income tax payable	558	558
16	Asset retirement obligation	1,207,814	1,207,814
17	Total liabilities	<u>\$4,167,400</u>	<u>\$4,173,615</u>
Fund balances:			
18	Fund balance prior years	70,428,943	74,614,944
19	Change in fund balance - current year	642,124	(4,186,001)
20	Total fund balances	<u>71,071,067</u>	<u>70,428,943</u>
<b>21</b>	<b>Total Liabilities and Fund Balances</b>	<b><u><u>\$75,238,467</u></u></b>	<b><u><u>\$74,602,557</u></u></b>

2/26/2020

**United Laguna Woods Mutual  
Fund Balance Sheet - Preliminary  
1/31/2020**

	<u>Operating Fund</u>	<u>Contingency Fund</u>	<u>Replacement Fund</u>	<u>Total</u>
<b>Assets</b>				
1	Cash and cash equivalents	\$2,950,319		\$2,950,319
2	Non-discretionary investments	1,992,808		1,992,808
3	Discretionary investments	14,826,579		14,826,579
4	Receivable/(Payable) from mutuals	1,329,945		1,329,945
5	Receivable/(Payable) from operating fund	(18,786,148)	1,073,659	17,712,489
6	Accounts receivable and interest receivable	588,645		588,645
7	Prepaid expenses and deposits	1,210,730		1,210,730
8	Property and equipment	91,989,605		91,989,605
9	Accumulated depreciation property and equipment	(83,756,446)		(83,756,446)
10	Beneficial interest in GRF of Laguna Hills Trust	5,780,684		5,780,684
11	Non-controlling interest in GRF	38,325,598		38,325,598
<b>12</b>	<b>Total Assets</b>	<b><u>\$56,452,319</u></b>	<b><u>\$1,073,659</u></b>	<b><u>\$17,712,489</u></b>
				<b><u>\$75,238,467</u></b>
<b>Liabilities and Fund Balances</b>				
Liabilities:				
13	Accounts payable and accrued expenses	\$1,401,604	\$5,115	(\$5,358)
14	Accrued compensation and related costs	596,765		596,765
15	Deferred income	960,903		960,903
16	Income tax payable	558		558
17	Asset retirement obligation	1,207,814		1,207,814
18	Total liabilities	<u>\$4,167,644</u>	<u>\$5,115</u>	<u>(\$5,358)</u>
				<u>\$4,167,401</u>
Fund balances:				
19	Fund balance prior years	52,077,235	1,095,494	17,256,214
20	Change in fund balance - current year	207,441	(26,949)	461,633
21	Total fund balances	<u>52,284,675</u>	<u>1,068,544</u>	<u>17,717,847</u>
				<u>71,071,067</u>
<b>22</b>	<b>Total Liabilities and Fund Balances</b>	<b><u>\$56,452,319</u></b>	<b><u>\$1,073,659</u></b>	<b><u>\$17,712,489</u></b>
				<b><u>\$75,238,467</u></b>

2/13/2020

**United Laguna Woods Mutual  
Changes in Fund Balances - Preliminary  
1/31/2020**

	<u>Operating Fund</u>	<u>Contingency Fund</u>	<u>Replacement Fund</u>	<u>Total</u>
Revenues:				
Assessments:				
1	\$2,535,235			\$2,535,235
2		63,230	961,222	1,024,452
3	<u>2,535,235</u>	<u>63,230</u>	<u>961,222</u>	<u>3,559,687</u>
Non-assessment revenues:				
4	1,804		1,340	3,145
5	98,506			98,506
6	24,844			24,844
7		779	12,272	13,051
8	37,886			37,886
9	<u>163,041</u>	<u>779</u>	<u>13,612</u>	<u>177,432</u>
10	<u>2,698,275</u>	<u>64,009</u>	<u>974,835</u>	<u>3,737,119</u>
Expenses:				
11	858,434		333,573	1,192,008
12	59,419		98,574	157,993
13	262,814		481	263,295
14	17,673			17,673
15	548		1,488	2,036
16	24,665	90,959	58,752	174,376
17	2,294		74	2,368
18	10,120		2,262	12,382
19	937,001			937,001
20	176,021			176,021
21	10,437			10,437
22	16,520			16,520
23	114,889		17,997	132,886
24	<u>2,490,835</u>	<u>90,959</u>	<u>513,202</u>	<u>3,094,995</u>
25	<u>\$207,441</u>	<u>(\$26,949)</u>	<u>\$461,633</u>	<u>\$642,124</u>
26	<u>\$223,961</u>	<u>(\$26,949)</u>	<u>\$461,633</u>	<u>\$658,644</u>



**UNITED LAGUNA WOODS MUTUAL  
NON-DISCRETIONARY ACCOUNT HELD BY BANK OF AMERICA  
SCHEDULE OF INVESTMENTS  
1/31/20**

I.D. NO.	DESCRIPTION	STATED RATE	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	EFFECT. YIELD	ORIGINAL COST	ANNUALIZED YTD YIELD *
912796TM1	U.S. TREASURY BILL	0.00%	01-02-20	04-02-20	2,000,000.00	1.45%	1,992,808.47	
<b>TOTAL FOR NON-DISCRETIONARY INVESTMENTS</b>					<b>\$ 2,000,000.00</b>		<b>\$ 1,992,808.47</b>	<b>1.44%</b>

\*Yield is based on all investments held during the year

**UNITED LAGUNA WOODS MUTUAL  
DISCRETIONARY ACCOUNT - SAGEVIEW/FIDELITY  
SCHEDULE OF INVESTMENTS  
1/31/20**

I.D. NO.	DESCRIPTION	STATED RATE	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	EFFECT. YIELD	ORIGINAL COST	ANNUALIZED YTD YIELD *
	FIDELITY GOVT CASH RESERVES				\$ 143,040.30		\$ 143,040.30	
92206C870	VCIT-Vanguard Corp Bond Index	0.00%	12-17-19	-	2,043,928.19	0.00%	2,043,928.19	
92206C870	VCIT-Vanguard Corp Bond Index	0.00%	12-18-19	-	95,080.05	0.00%	95,080.05	
31635V216	FUMBX-Fidelity Short Term Trsry Bond Index	0.00%	12-13-19	-	4,427,433.72	0.00%	4,427,433.72	
31635V257	FUAMX-Fidelity Inter Trsry Bond Index	0.00%	12-13-19	-	1,770,973.49	0.00%	1,770,973.49	
922031851	VFIRX-Vanguard Short Term Trsry Admiral	0.00%	12-13-19	-	664,160.06	0.00%	664,160.06	
92206C607	VSCSX-Vanguard Short Term Corp Bd Index Adm	0.00%	12-13-19	-	2,139,971.30	0.00%	2,139,971.30	
92206C755	VMBSX-Vanguard Backed Securities Indx Adm	0.00%	12-13-19	-	3,541,991.97	0.00%	3,541,991.97	
<b>TOTALS FOR DISCRETIONARY INVESTMENTS</b>					<b>14,826,579.08</b>		<b>14,826,579.08</b>	<b>0.86%</b>
<b>TOTAL INVESTMENTS</b>					<b>\$ 16,826,579.08</b>		<b>\$ 16,819,387.55</b>	<b>0.93%</b>

\*Yield is based on all investments held during the year

**United Laguna Woods Mutual  
Supplemental Appropriation Schedule  
Period Ending: 01/31/2020**

Fund / Item	Resolution	BUDGET	EXPENDITURES I-T-D*			Remaining Encumbrance
		Total Appropriations	2020	Prior Years	Total	
<b>Reserve Fund</b>						
Emergency Panel Replacements	01-18-99	48,000	0	0	28,961	19,039
Reserve Study	01-18-120	40,000	0	40,000	40,000	0
Reserve Study Additional Fund	01-19-24	10,000	0	10,000	10,000	0
Water Heater Replacement	01-19-66	940,000	491	865,598	865,598	74,402
Laundry Room Coin Box Guards	01-19-64	20,000	0	0	0	20,000
	<b>Total</b>	<b>\$1,058,000</b>	<b>\$491</b>	<b>\$915,598</b>	<b>\$944,559</b>	<b>\$113,441</b>
<b>Contingency Fund</b>						
Energy Consultant Services	01-18-67	50,000	0	16,528	26,114	23,886
2019 Fumigation Program	01-19-33	104,762	0	68,819	68,819	35,943
Slope Repair Avenida Castilla	01-19-51	13,246	0	12,042	12,042	1,204
	<b>Total</b>	<b>\$168,008</b>	<b>\$0</b>	<b>\$97,388</b>	<b>\$106,974</b>	<b>\$61,034</b>

\*Incurred To Date

**UNITED LAGUNA WOODS MUTUAL  
FUND EXPENDITURES REPORT  
AS OF JANUARY 31, 2020**

DESCRIPTION	CURRENT MONTH		YEAR-TO-DATE		2020	%	VARIANCE	
	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	EXPENDED	\$	%
<b>RESERVE FUND - MAINTENANCE &amp; CONSTRUCTION</b>								
<b>REPLACEMENTS</b>								
BUILDING STRUCTURES	\$13,862	\$56,119	\$13,862	\$56,119	\$670,009	2%	\$42,256	75%
CDS SIGNAGE	0	4,166	0	4,166	50,000	0%	4,166	100%
ELECTRICAL SYSTEMS	3,893	38,290	3,893	38,290	459,495	1%	34,398	90%
EXTERIOR WALKWAY LIGHTING	1,301	6,300	1,301	6,300	75,121	2%	4,999	79%
FOUNDATIONS	0	3,653	0	3,653	43,836	0%	3,653	100%
GUTTER REPLACEMENT	7,114	8,267	7,114	8,267	98,289	7%	1,154	14%
PAINT - EXTERIOR	156,239	159,430	156,239	159,430	1,876,061	8%	3,191	2%
PRIOR TO PAINT	85,426	85,108	85,426	85,108	1,003,518	9%	(318)	(0%)
PAVING	0	33,052	0	33,052	396,628	0%	33,052	100%
ROOF REPLACEMENTS	1,965	77,565	1,965	77,565	930,804	0%	75,600	97%
WALL REPLACEMENT	0	13,750	0	13,750	165,000	0%	13,750	100%
WASTE LINE REMEDIATION	9,150	191,666	9,150	191,666	2,300,000	0%	182,516	95%
WATER LINE - COPPER PIPE REMEDIATION	0	16,666	0	16,666	200,000	0%	16,666	100%
WINDOW/SLIDING SCREEN DOOR	0	10,038	0	10,038	119,518	0%	10,038	100%
SUPPL. APPROPRIATIONS	491	491	491	491	491	100%	0	0%
<b>SUB-TOTAL</b>	<b>\$279,441</b>	<b>\$704,562</b>	<b>\$279,441</b>	<b>\$704,562</b>	<b>\$8,388,771</b>	<b>3%</b>	<b>\$425,121</b>	<b>60%</b>
<b>APPLIANCE AND FIXTURE REPLACEMENTS</b>								
COOKTOPS	\$6,468	\$5,948	\$6,468	\$5,948	\$71,112	9%	(\$520)	(9%)
DISHWASHERS	6,622	7,174	6,622	7,174	85,523	8%	552	8%
BASINS/SINKS/TOILETS	20,248	19,994	20,248	19,994	238,679	8%	(254)	(1%)
GARBAGE DISPOSALS	7,828	9,717	7,828	9,717	115,440	7%	1,888	19%
HOODS	1,231	2,994	1,231	2,994	35,681	3%	1,763	59%
COUNTER TOPS/FLOORS/SHOWER ENCLOSURES	86,922	116,758	86,922	116,758	1,392,191	6%	29,836	26%
OVENS	12,827	9,281	12,827	9,281	111,112	12%	(3,546)	(38%)
RANGES	499	1,050	499	1,050	12,469	4%	551	52%
REFRIGERATORS	4,917	19,058	4,917	19,058	227,754	2%	14,141	74%
WATER HEATERS & PERMITS	2,455	63,142	2,455	63,142	751,503	0%	60,687	96%
DRYERS	123	2,984	123	2,984	35,735	0%	2,860	96%
WASHING MACHINES	0	7,577	0	7,577	90,773	0%	7,577	100%
<b>SUB-TOTAL</b>	<b>\$150,141</b>	<b>\$265,676</b>	<b>\$150,141</b>	<b>\$265,676</b>	<b>\$3,167,971</b>	<b>5%</b>	<b>\$115,535</b>	<b>43%</b>
<b>TOTAL RESERVE FUND</b>	<b>\$429,582</b>	<b>\$970,237</b>	<b>\$429,582</b>	<b>\$970,237</b>	<b>\$11,556,742</b>	<b>4%</b>	<b>\$540,656</b>	<b>56%</b>

**RESERVE FUND - GENERAL SERVICES**

PRIOR TO PAINT	0	781	0	781	9,186	0%	781	100%
PAVING	772	5,820	772	5,820	68,481	1%	5,048	87%
WALL REPLACEMENT	0	2,529	0	2,529	30,365	0%	2,529	100%
<b>TOTAL</b>	<b>\$772</b>	<b>\$9,130</b>	<b>\$772</b>	<b>\$9,130</b>	<b>\$108,032</b>	<b>1%</b>	<b>\$8,358</b>	<b>92%</b>

**UNITED LAGUNA WOODS MUTUAL  
FUND EXPENDITURES REPORT  
AS OF JANUARY 31, 2020**

DESCRIPTION	CURRENT MONTH		YEAR-TO-DATE		2020	%	VARIANCE	
	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	EXPENDED	\$	%
<b>RESERVE FUND - LANDSCAPE</b>								
<b>REPLACEMENTS</b>								
LANDSCAPE MODIFICATION	609	37,653	609	37,653	451,543	0%	37,044	98%
TREE MAINTENANCE	82,239	73,501	82,239	73,501	864,752	10%	(8,739)	(12%)
<b>TOTAL RESERVE FUND</b>	<b>\$82,848</b>	<b>\$111,153</b>	<b>\$82,848</b>	<b>\$111,153</b>	<b>\$1,316,295</b>	<b>6%</b>	<b>\$28,305</b>	<b>25%</b>

**OPERATING EXPENDITURES - MAINTENANCE & CONSTRUCTION**

PLUMBING SERVICE	\$140,828	\$117,378	\$140,828	\$117,378	\$1,382,295	10%	(\$23,449)	(20%)
CARPENTRY SERVICE	40,596	41,976	40,596	41,976	494,100	8%	1,379	3%
ELECTRICAL SERVICE	29,633	34,816	29,633	34,816	409,634	7%	5,183	15%
APPLIANCE REPAIRS	25,534	26,146	25,534	26,146	308,507	8%	612	2%
INTERIOR PREVENTIVE MAINTENANCE	32,940	29,451	32,940	29,451	346,454	10%	(3,489)	(12%)
PEST CONTROL	485	18,830	485	18,830	225,980	0%	18,345	97%
COUNTERTOP/FLOOR/TILE REPAIRS	7,847	10,909	7,847	10,909	128,480	6%	3,062	28%
ENERGY PROGRAM	491	2,083	491	2,083	25,000	2%	1,592	76%
MISC. REPAIRS BY OUTSIDE SERVICE	0	2,083	0	2,083	25,000	0%	2,083	100%
FIRE PROTECTION	119	1,058	119	1,058	12,700	1%	939	89%
<b>TOTAL</b>	<b>\$278,473</b>	<b>\$284,729</b>	<b>\$278,473</b>	<b>\$284,729</b>	<b>\$3,358,151</b>	<b>8%</b>	<b>\$6,257</b>	<b>2%</b>

**OPERATING EXPENDITURES - GENERAL SERVICES**

CONCRETE REPAIR/REPLACEMENT	44,030	31,704	44,030	31,704	373,111	12%	(12,326)	(39%)
JANITORIAL SERVICE	37,560	29,433	37,560	29,433	345,015	11%	(8,126)	(28%)
GUTTER CLEANING	1,411	16,167	1,411	16,167	192,872	1%	14,756	91%
WELDING	6,239	8,609	6,239	8,609	101,275	6%	2,370	28%
TRAFFIC CONTROL	399	1,277	399	1,277	15,010	3%	877	69%
<b>TOTAL</b>	<b>\$89,639</b>	<b>\$87,190</b>	<b>\$89,639</b>	<b>\$87,190</b>	<b>\$1,027,283</b>	<b>9%</b>	<b>(\$2,449)</b>	<b>(3%)</b>

**CONTINGENCY FUND - MAINTENANCE & CONSTRUCTION**

MOISTURE INTRUSION - RAIN LEAKS	\$4,992	\$12,666	\$4,992	\$12,666	\$152,000	3%	\$7,674	61%
MOISTURE INTRUSION - PLUMBING LEAKS	40,524	62,949	40,524	62,949	755,390	5%	22,425	36%
MOISTURE INTRUSION - PLUMBING STOPPAGES	20,478	23,243	20,478	23,243	278,926	7%	2,765	12%
MOISTURE INTRUSION - MISCELLANEOUS	23,414	6,565	23,414	6,565	78,786	30%	(16,849)	(257%)
DAMAGE RESTORATION SERVICES	1,550	12,071	1,550	12,071	143,640	1%	10,521	87%
SUPPL. APPROPRIATIONS	0	0	0	0	0	0%	0	0%
<b>TOTAL CONTINGENCY FUND</b>	<b>\$90,959</b>	<b>\$117,494</b>	<b>\$90,959</b>	<b>\$117,494</b>	<b>\$1,408,742</b>	<b>6%</b>	<b>\$26,535</b>	<b>23%</b>

**UNITED LAGUNA WOODS MUTUAL  
MAINTENANCE PROGRAMS EXPENDITURES REPORT  
AS OF JANUARY 31, 2020**

YTD ACTUAL

DESCRIPTION	TOTAL EXPENDITURES	LABOR	MATERIALS	OUTSIDE SERVICES
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**RESERVE FUND - MAINTENANCE & CONSTRUCTION**

BUILDING STRUCTURES	\$13,862	\$7,807	\$326	\$5,729
CDS SIGNAGE	0	0	0	0
ELECTRICAL SYSTEMS	3,893	0	0	3,893
EXTERIOR WALKWAY LIGHTING	1,301	0	0	1,301
FOUNDATIONS	0	0	0	0
GUTTER REPLACEMENT	7,114	6,252	862	0
PAINT - EXTERIOR	156,239	141,483	14,756	0
PAVING	0	0	0	0
PRIOR TO PAINT	85,426	73,009	12,417	0
ROOF REPLACEMENTS	1,965	0	0	1,965
WALL REPLACEMENT	0	0	0	0
WASTE LINE REMEDIATION	9,150	0	0	9,150
WATER LINE - COPPER PIPE REMEDIATION	0	0	0	0
WINDOW/SLIDING SCREEN DOOR	0	0	0	0
BASINS/SINKS/TOILETS	20,248	7,137	13,110	0
COOKTOPS	6,468	1,131	3,584	1,753
COUNTER TOPS/FLOORS/SHOWER ENCLOSURES	86,922	35,599	24,096	27,227
DISHWASHERS	6,622	2,104	3,392	1,126
DRYERS	123	123	0	0
GARBAGE DISPOSALS	7,828	2,612	5,216	0
HOODS	1,231	357	440	433
OVENS	12,827	1,097	7,148	4,583
RANGES	499	272	227	0
REFRIGERATORS	4,917	922	2,547	1,448
WASHING MACHINES	0	0	0	0
WATER HEATERS & PERMITS	2,455	571	1,884	0
SUPPL. APPROPRIATIONS	491	465	27	0
<b>TOTAL</b>	<b>\$429,582</b>	<b>\$280,941</b>	<b>\$90,033</b>	<b>\$58,607</b>

**RESERVE FUND - GENERAL SERVICES**

PRIOR TO PAINT	0	0	0	0
PAVING	772	772	0	0
WALL REPLACEMENT	0	0	0	0
<b>TOTAL</b>	<b>\$772</b>	<b>\$772</b>	<b>\$0</b>	<b>\$0</b>

**RESERVE FUND - LANDSCAPE**

LANDSCAPE MODIFICATION	609	0	609	0
TREE MAINTENANCE	82,239	82,239	0	0
<b>TOTAL</b>	<b>\$82,848</b>	<b>\$82,239</b>	<b>\$609</b>	<b>\$0</b>

**UNITED LAGUNA WOODS MUTUAL  
MAINTENANCE PROGRAMS EXPENDITURES REPORT  
AS OF JANUARY 31, 2020**

YTD ACTUAL

DESCRIPTION	TOTAL EXPENDITURES	LABOR	MATERIALS	OUTSIDE SERVICES
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**OPERATING EXPENDITURES - MAINTENANCE & CONSTRUCTION**

CARPENTRY SERVICE	40,596	36,110	4,486	0
COUNTERTOP/FLOOR/TILE REPAIRS	7,847	7,171	501	175
ELECTRICAL SERVICE	29,633	23,810	5,822	0
ENERGY PROGRAM	491	0	0	491
FIRE PROTECTION	119	0	119	0
INTERIOR PREVENTIVE MAINTENANCE	32,940	32,641	299	0
MISCELLANEOUS REPAIRS BY OUTSIDE SERVICE	0	0	0	0
PEST CONTROL	485	0	0	485
PLUMBING SERVICE	140,828	119,564	6,279	14,986
APPLIANCE REPAIRS	25,534	22,694	2,840	0
<b>TOTAL</b>	<b>\$278,473</b>	<b>\$241,989</b>	<b>\$20,347</b>	<b>\$16,136</b>

**OPERATING EXPENDITURES - GENERAL SERVICES**

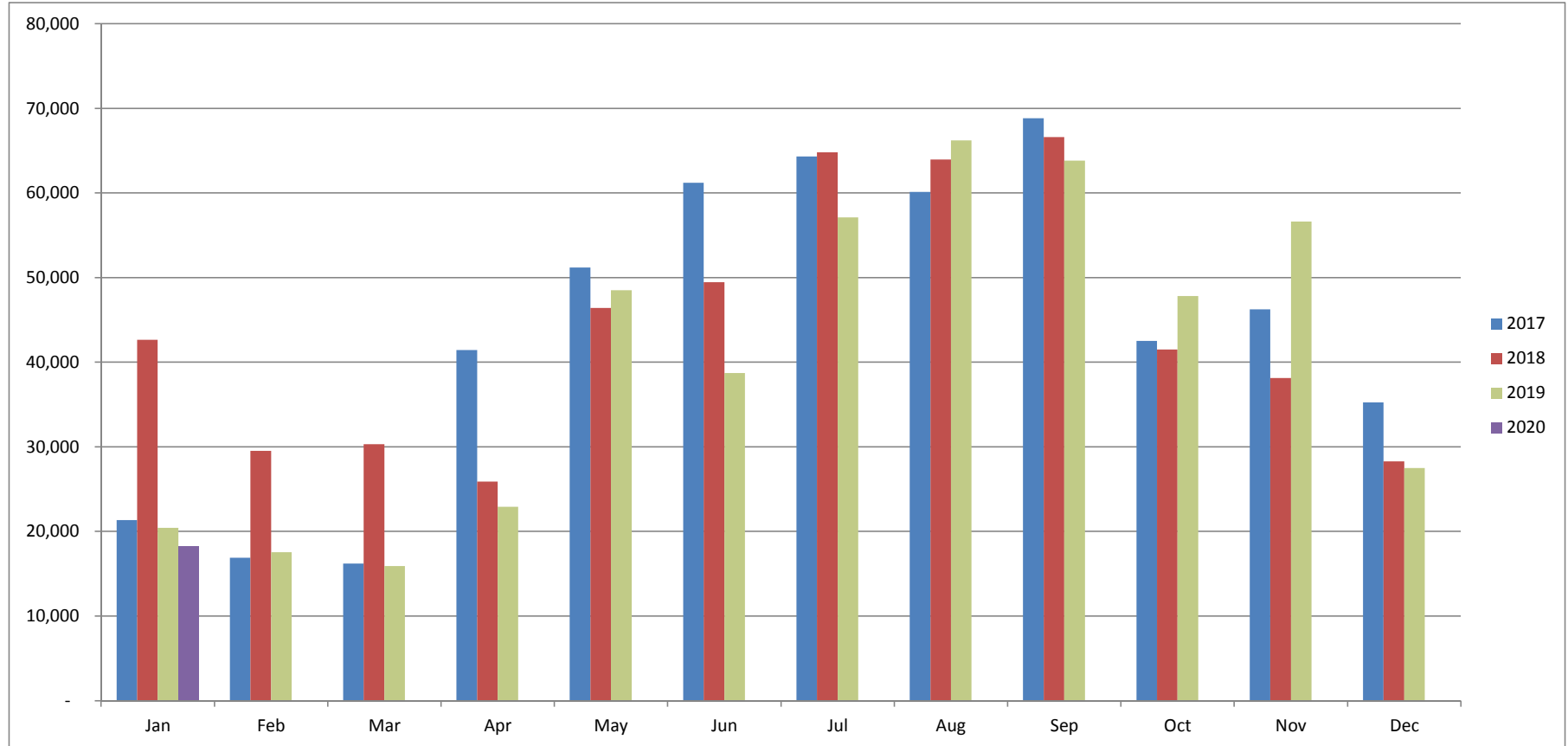
CONCRETE REPAIR/REPLACEMENT	44,030	42,608	1,422	0
GUTTER CLEANING	1,411	1,411	0	0
JANITORIAL SERVICE	37,560	37,560	0	0
TRAFFIC CONTROL	399	399	0	0
WELDING	6,239	6,083	156	0
<b>TOTAL</b>	<b>\$89,639</b>	<b>\$88,060</b>	<b>\$1,578</b>	<b>\$0</b>

**CONTINGENCY FUND - MAINTENANCE & CONSTRUCTION**

MOISTURE INTRUSION - RAIN LEAKS	\$4,992	\$0	\$0	\$4,992
MOISTURE INTRUSION - PLUMBING LEAKS	40,524	0	0	40,524
MOISTURE INTRUSION - PLUMBING STOPPAGES	20,478	0	0	20,478
MOISTURE INTRUSION - MISCELLANEOUS	23,414	0	0	23,414
DAMAGE RESTORATION SERVICES	1,550	0	0	1,550
SUPPL. APPROPRIATIONS	0	0	0	0
<b>TOTAL</b>	<b>\$90,959</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,959</b>

### United Mutual Water Usage in 100 cubic feet units

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Total
2017	21,326	16,898	16,207	41,450	51,184	61,199	64,301	60,140	68,826	42,530	46,232	35,259	21,326	525,552
2018	42,632	29,513	30,299	25,881	46,405	49,466	64,821	63,964	66,621	41,517	38,135	28,295	42,632	527,549
2019	20,437	17,551	15,895	22,897	48,490	38,729	57,098	66,201	63,823	47,827	56,613	27,488	20,437	483,049
2020	18,220	-	-	-	-	-	-	-	-	-	-	-	18,220	18,220





## Statement of Revenues & Expenses - Preliminary Variance Explanations as of January 31, 2020

### SUMMARY

United financial results were better than budget by \$782K as of January 31, 2020. Explanations for categories with significant variances are found below.

### REVENUE

- ▶ **Operating Assessments Line 1** – \$46K  
Favorable variance resulted from an increase in revenue for property taxes and supplemental property taxes.
- ▶ **Fees and Charges for Services to Residents Line 5** – \$53K  
Favorable variance resulted from overstated revenue for moisture intrusion chargeable services, which will be corrected in the February financial statements with an accrual reversal.

### EXPENSE

- ▶ **Materials and Supplies Line 12** – \$106K  
Favorable variance resulted in several areas of operations such as appliances, plumbing, interior components, and landscape due to timing of expenditures. Although budgeted throughout the year, expenditures will occur later.
- ▶ **Utilities and Telephone Line 13** – \$54K  
For the reporting period, water consumption is 30% lower than budget due to favorable weather conditions. Staff uses evapotranspiration (ET) weather data to measure water usage for irrigation. Lower water consumption accounts for approximately \$20K favorable variance. The remainder of the variance in this line item was caused by an under accrual.
- ▶ **Outside Services Line 17** – \$543K
  - Waste Line Remediation** – \$183K  
Favorable variance due to timing of scheduled work compared to budget spread. Work is in progress and to date, eight buildings are completed and an additional 77 are scheduled for 2020. If additional buildings become problematic, they will be added to the schedule.
  - Roof Replacement** – \$76K  
Favorable variance due to timing of scheduled work compared to budget spread; roofing is scheduled to begin in March 2020.
  - Landscape Modification** – \$37K  
Favorable variance due to timing of scheduled work compared to budget spread; aeration process began in February.





**Statement of Revenues & Expenses - Preliminary**  
Variance Explanations as of January 31, 2020

**Electrical Systems – \$34K**

Electrical Systems component is funded to replace the Pushmatic electrical panels. To date, 50 electrical panels were installed out of the budgeted 275.

**Paving – \$33K**

Although budget is spread evenly throughout the year, paving programs such as asphalt overlay, parkway concrete, and seal coat are scheduled from July through October. This program will have a favorable variance until the program begins.

► **Insurance Line 22 – (\$51K)**

Unfavorable variance due to higher premiums at 10/1/19 renewal for property and casualty insurance. Insurance premium increases were implemented after 2020 budget was finalized. Significant changes in market conditions, catastrophic losses including wildfires in California, and a non-renewal situation required a new layered program structure to achieve the existing limits in a tight market.