

**PLEASE DO NOT DROP INTO THE MAIL SLOTS**

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE  
BOARD OF DIRECTORS  
SEAL BEACH MUTUAL FIVE**

**August 17 , 2022**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President DeRungs on Wednesday, August 17, 2022 at 9:01 a.m. followed by the Pledge of Allegiance led by President DeRungs via Zoom/Video Conference Call and Conference Room B.

**ROLL CALL**

Present: President DeRungs, Vice President Murphy, Chief Financial Officer Cude, Director Gould, Director Powell, and Director Shannon (all directors via zoom)

Absent: Secretary Gardner

GRF Representative: Mr. Thompson (via zoom)

Guests: One Mutual Five Shareholders (via zoom)

Staff: Ms. Sedgwick, Executive Director (via zoom)  
Mr. Meza, Building Inspector  
Ms. Barua, Portfolio Specialist  
Ms. Vasquez, Recording Secretary

**SHAREHOLDER COMMENTS**

One Mutual Five Shareholder made a comment.

**GUEST SPEAKER**

Ms. Sedgwick introduce herself as Executive Director and provided an update on turf rebates. Physical Property Manager Kevin Black is the point of contact for the turf rebate program.

Following questions, Ms. Sedgwick left the meeting at 9:35 a.m.

**MINUTES**

The Regular Meeting Minutes of July 20, 2022 were approved by general consent of the board to stand as presented.

**GRF REPRESENTATIVE'S REPORT**

GRF Representative Thompson presented his report (attached).

Following questions Mr. Thompson left the meeting at 9:33 a.m.

**BUILDING INSPECTOR'S REPORT**

Building Inspector Meza presented his report (attached).

Following questions, Mr. Meza left the meeting at 9:45 a.m.

**UNFINISHED BUSINESS**

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to ratify adopted Rule 05-7111-1 - Rules of Conduct; the 28-day posting requirement has been met.

The MOTION passed with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to ratify adopted Fees 05-7111-2 - Rules of Conduct-Fines; the 28-day posting requirement has been met.

The MOTION passed with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to ratify adopted Rule 05-7557-1 – Caregivers; the 28-day posting requirement has been met.

The MOTION passed with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to ratify adopted Rule 05-7210-1-Election Rules; the 28-day posting requirement has been met.

The MOTION passed with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to ratify adopted Rule 05-7403-1-Building Alterations or Additions; the 28-day posting requirement has been met.

The MOTION passed with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to ratify adopted Rule 05-7403.6-1 – Ceiling Fans and Microwave Ovens; the 28-day posting requirement has been met.

The MOTION passed with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to ratify rescinded policies 7557 – Caregivers, 7401 - Contractor License, 7401.1 – Licensed and Insured Contractors List, 7402.05 – Working Hours, 7404 – Notification of Remodeling, 7441.05 – Building Permit Signature, 7403 – Building Alterations or Additions, 7403.6 – Microwave Ovens, 7403.7 – Ceiling Fans, and 7210.05 – Annual Elections; the 28-day posting requirement has been met.

The MOTION passed with ROLL CALL vote.

### **NEW BUSINESS**

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to acknowledge, per the requirements of the Civil Code Section 5500(a)-(f), a review of the reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the current year's budget, statements prepared by the financial institutions where the Mutual has its operating and reserve accounts, an income and expense statement for the Mutual's operating and reserve accounts, the check registers, monthly general ledger, and delinquent assessment receivable reports for the month of July 2022.

The MOTION passed with ROLL CALL vote.



Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was,

RESOLVED to approve the transfer of the 2021 Excess Income in the amount of \$64,814 identified in the Mutual 05 2021 Audit Report to the following accounts: \$44,814 to the Contingency Operating Funds Reserves; and, \$20,000 to the Emergency Reserves; and instruct the GRF Accounting Department to record the transfers.

The MOTION passed with ROLL CALL vote.

**SECRETARY / CORRESPONDENCE**

No correspondence received.

**CHIEF FINANCIAL OFFICER'S REPORT**

Chief Financial Officer Cude presented his report (attached).

**PRESIDENT'S REPORT**

President DeRungs provided an update.

**PORTFOLIO SPECIALIST'S REPORT**

Recording Secretary Vasquez presented the Portfolio Specialist's Report (attached).

**ANNOUNCEMENTS**

**NEXT MEETING:** Wednesday, September 21, 2022, at 9:00 a.m. via Zoom/Video Conference Call and Conference Room B.

Director Powell left the meeting at 10:28 a.m.

**COMMITTEE REPORTS**

Landscape

No report was presented.

Physical Property

No report was presented.

Laundry Rooms/Emergency Information

No report was presented.

**DIRECTORS' COMMENTS**

No Directors made comments.

**ADJOURNMENT**

President DeRungs adjourned the meeting at 10:31 a.m. and announced that there would be an Executive Session following the meeting to discuss members issues.

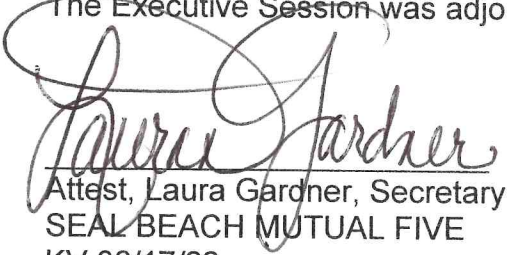
**EXECUTIVE SESSION SUMMARY**

The Board met in Executive Session on Wednesday, August 17, 2022, at 10:47 a.m., and took the following actions:

The board approved the Regular Executive Session Minutes of July 20, 2022.

1. Legal Matters
  - a. One legal matter was discussed.
2. Contracts
  - a. No contracts were discussed.
3. Assessments / Delinquencies
  - a. Several letters were drafted.
  - b. No accounts to monitor.
  - c. No accounts were closed.
4. Disciplinary Hearings
  - a. No disciplinary hearing occurred.

The Executive Session was adjourned at 12:01 p.m.

  
Attest, Laura Gardner, Secretary  
SEAL BEACH MUTUAL FIVE  
KV 08/17/22  
Attachments

## INSPECTOR MONTHLY MUTUAL REPORT

**MUTUAL: (05) FIVE** **INSPECTOR: Mike Meza**

**MUTUAL BOARD MEETING DATE: August, 2022**

### PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	Improvement Values	RECENT INSPECTION	CONTRACTOR
117-J	UNIT REMODEL	BOTH	07/05/21	02/20/22	\$135,200	FINAL 04/11/22	JC KRESS
121-G	NEW PATIO	GRF	08/30/21	02/20/22	\$0	FINAL 02/09/22	MP CONSTRUCTION
121-G	UNIT REMODEL	BOTH	08/30/21	01/30/21	\$165,000	FINAL 02/09/22	MP CONSTRUCTION
103-I	KITCHEN REMODEL/WALL	BOTH	11/15/21	01/20/22	\$41,250	FINAL 02/15/22	LOS AL BUILDER
91-F	FLOORING THRU OUT	GRF	12/08/21	01/08/22	\$8,630	FINAL 02/09/22	FAMILY FLOOR
109-E	PATIO FLOORING	GRF	12/13/21	01/30/22	\$875	FINAL 02/03/22	LW DÉCOR
115-J	SOLA TUBE/ WINDOWS	BOTH	12/13/21	03/30/22	\$13,500	FINAL 03/30/22	MP CONSTRUCTION
126-K	HEAT PUMP	BOTH	12/15/21	03/15/22	\$3,800	FINAL 02/09/22	GREENWOOD
117-C	FLOORING	GRF	12/30/21	01/30/22	\$800	FINAL 05/11/22	KARYS CARPET
91-A	CEILING FAN	GRF	01/11/22	01/18/22	\$0	FINAL 02/18/22	BERGIN ELECTRIC
98-D	HEAT PUMP	BOTH	01/19/22	04/19/22	\$4,050	FINAL 03/03/22	GREENWOOD
96-L	ICE MAKER LINE	GRF	01/19/22	01/22/22	\$200	FINAL 05/11/22	OGAN CONSTRUCTION
105-D	RETRACTABLE SCREEN	GRF	01/27/22	02/27/22	\$750	FINAL 02/18/22	NATIONWIDE
117-G	CARPET FLOORING	GRF	01/30/22	03/01/22	\$1,400	FINAL 02/03/22	KARYS CARPET
113-H	PATIO CARPET	GRF	02/01/22	03/01/22	\$1,400	FINAL 02/28/22	KARYS CARPET
115-J	ENTRY DOOR	GRF	02/01/22	05/31/22	\$600	FINAL 07/01/22	LW DÉCOR
120-K	SHOWER CUT DOWN	BOTH	02/07/21	03/07/22	\$2,815	FINAL 03/03/22	NUKOTE
112-D	SHOWER CUT DOWN	BOTH	02/09/21	03/09/22	\$3,695	FINAL 03/04/22	NUKOTE
123-K	UNIT REMODEL	BOTH	02/10/22	08/10/22	\$50,000	FINAL 06/28/22	NATIONWIDE
115-I	HEAT PUMP	BOTH	02/14/22	05/14/22	\$3,800	FINAL 04/05/22	GREENWOOD
108-C	SHOWER CUT DOWN	BOTH	02/14/21	03/14/22	\$2,815	FINAL 05/11/22	NUKOTE
119-J	MICROWAVE	BOTH	02/14/22	02/28/22	\$745	FINAL 03/28/22	OGAN CONSTRUCTION
91-A	WASHER/DRYER FLOORING	BOTH	02/15/22	05/30/22	\$10,550	waiting on contractor	BA CONSTRUCTION
107-E	FLOORING	GRF	02/15/22	03/30/22	\$3,700	FINAL 03/01/22	KARYS CARPET
117-D	WASHER/DRYER FLOORING	BOTH	02/18/22	04/30/22	\$8,080	FINAL 04/11/22	LOS AL BUILDER
109-D	ELECTRICAL OUTLETR	BOTH	02/21/22	05/30/22	\$250	FINAL 07/01/22	MP CONSTRUCTION
102-F	ENTRY WALK WAY	GRF	02/22/22	03/31/22	\$1,025	FINAL 03/31/22	BERGKVIST
115-D	PORCH FLOORING	GRF	02/28/22	03/30/22	\$3,000	FINAL 03/07/22	KARYS CARPET
117-L	FLOORING THRU OUT	GRF	02/28/22	04/30/22	\$7,600	FINAL 04/30/22	KARYS CARPET
93-A	CEILING FAN CUT OUT	GRF	03/05/22	04/05/22	\$750	FINAL 04/05/22	UNIVERSAL ABATEMENT
123-K	UNIT ASBESTOS REMOVAL	GRF	03/08/22	03/31/22	\$3,200	FINAL 03/31/22	SIRRIS ABATEMENT
72-G	PATIO ELECTRICAL OUTLET	BOTH	03/10/22	05/10/22	\$350	FINAL 07/01/22	LW DÉCOR
103-G	KITCHEN REMODEL	BOTH	03/12/22	05/30/22	\$28,540	FINAL 05/17/22	LOS AL BUILDER
111-L	SHOWER VALVE	BOTH	03/10/22	03/17/22	\$1,685	FINAL 03/20/22	A-1 TOTAL SERVICE
103-H	HEAT PUMP	BOTH	03/14/22	06/14/22	\$3,600	FINAL 04/05/22	GREENWOOD
103-H	FLOORING THRU OUT	GRF	03/15/22	04/30/22	\$3,750	FINAL 04/30/22	KARYS CARPET
92-C	HEAT PUMP	BOTH	03/22/22	06/22/22	\$11,123	FINAL 04/05/22	GREENWOOD
103-L	CENTRAL AIR SYSTEM	BOTH	03/25/22	06/25/22	\$7,548	FINAL 06/08/22	GREENWOOD
90-J	HEAT PUMP	BOTH	03/31/22	06/30/22	\$4,100	FINAL 04/11/22	GREENWOOD
110-F	ADDED 3/4 BATH	BOTH	04/01/22	08/31/22	\$15,900		BA CONSTRUCTION
118-D	FLOORING	GRF	04/11/22	05/31/22	\$3,295	FINAL 07/01/22	B&B CARPET
101-K	ADDED SHOWER	BOTH	04/11/22	05/11/22	\$15,104	waiting on contractor	REBORN CABINETS
93-I	PORCH ELECT. OUTLET	BOTH	04/12/22	06/30/21	\$600	FINAL 05/10/22	MP CONSTRUCTION
111-F	FLOORING THRU OUT	GRF	04/20/22	05/20/22	\$8,000	FINAL 04/26/22	KARYS CARPET
115-J	SLIDING DOOR	BOTH	04/20/22	07/30/22	\$2,150	FINAL 06/23/22	LW DÉCOR
125-C	HEAT PUMP	BOTH	04/25/22	07/25/22	\$3,750	FINAL 05/26/22	GREENWOOD
111-F	HEAT PUMP	BOTH	04/28/22	06/15/22	\$9,700	FINAL 05/17/22	SWIFT HEATING & AIR
102-I	COUNTER TOP	BOTH	05/01/22	07/30/22	\$6,000	FINAL 06/27/22	LW DÉCOR
104-B	PATIO FLOORING	GRF	05/01/22	06/01/22	\$3,000	FINAL 05/23/22	KARYS CARPET
109-K	FLOORING THRU OUT	GRF	05/09/22	06/30/22	\$6,390	FINAL 06/30/22	B&B CARPET
122-B	WINDOWS, DOORS, ELEC	BOTH	05/16/22	06/20/22	\$17,130	FINAL 05/25/22	OGAN CONSTRUCTION
112-G	PATIO FLOORING	GRF	05/16/22	07/08/22	\$3,283	FINAL 06/22/22	BERGKVIST
119-J	COUNTER TOP AND SINK	BOTH	05/20/22	06/30/22	\$6,400	FINAL 06/23/22	MP CONSTRUCTION
100-A	KITCHEN REM, WAS/DRYER	BOTH	06/10/22	11/30/22	\$35,500		BA CONSTRUCTION
122-B	FLOORING	GRF	06/15/22	07/15/22	\$4,725	FINAL 06/28/22	KARYS CARPET

## INSPECTOR MONTHLY MUTUAL REPORT

<b>MUTUAL: (05) FIVE</b>		<b>INSPECTOR: Mike Meza</b>					
<b>MUTUAL BOARD MEETING DATE:</b>		<b>August, 2022</b>					
70-F	COUNTERTOP KIT, BATH	BOTH	06/15/22	08/30/22	\$9,600	FINAL 07/29/22	MP CONSTRUCTION
113-A	WASHER/DRYER	BOTH	06/20/22	07/29/22	\$8,175	FINAL 08/02/22	VICKERS CONSTRUCTION
113-H	WINDOWS	BOTH	06/27/22	07/27/22	\$9,900	FINAL 07/27/22	VICKERS CONSTRUCTION
122-B	PATIO TILE	GRF	06/30/22	07/30/22	\$3,000	FINAL 08/10/22	KARYS CARPET
71-A	WINDOWS, SLIDER	BOTH	07/13/22	09/30/22	\$4,000		MP CONSTRUCTION
70-F	FLOORING	GRF	07/15/22	08/30/22	\$8,600		KARYS CARPET
100-D	HEAT PUMP	BOTH	07/21/22	08/21/22	\$4,800		ALPINE HEATING & AIR
95-L	BATHROOM FLOORING	GRF	07/22/22	08/30/22	\$9,500	ROUGH PLUMBING 08/09/22	JC KRESS
114-B	FLOORING	GRF	07/25/22	08/30/22	\$1,700	FINAL 07/26/22	KARYS CARPET
109-K	WASHER AND DRYER	BOTH	07/25/22	08/26/22	\$8,000	PLUM/FRAM/ELEC 07/27/22	MARCO CONSTRUCTION
126-A	FLOORING	GRF	07/30/22	08/30/22	\$5,118		KARYS CARPET
113-A	NEW SKYLIGHT	BOTH	08/01/22	09/30/22	\$3,635		M&M SKYLIGHTS
101-I	CENTRAL AIR SYSTEM	BOTH	08/09/22	09/09/22	\$10,400		ALPINE HEATING & AIR
101-I	SHOWER CUT DOWN	BOTH	09/27/22	10/28/22	\$5,116		NUKOTE

ESCROW ACTIVITY							
Unit #	NMI	PLI	NBO	FI	FCOEI	ROF	ACTIVE, CLOSING, CLOSED
71-A		11/02/21	03/01/22	03/04/22	03/18/22	04/05/22	9 4 19
71-H		04/15/22	06/07/22	06/09/22	06/23/22	07/25/22	
91-A		11/08/21	12/28/21	12/28/21	01/12/22	02/12/22	
93-A		12/10/20					
94-J		03/03/22	04/13/22	04/20/22	05/04/22	05/31/22	
96-E		05/03/22	05/26/22	06/01/22	06/15/22	06/29/22	
98-H		06/01/22					
101-B		06/21/22					
101-I		07/09/21	03/10/22	03/10/22	109-K		
103-G		08/24/21					
103-H		05/13/22	5/25/22	05/25/22	06/09/22	06/28/22	
103-L		10/01/21	03/17/22	03/21/22	04/01/22	05/23/22	
105-D		09/30/20					
107-E		11/19/21	01/24/22	01/25/22	02/07/22	03/22/22	
108-A		06/21/22	07/21/22				
109-H		10/21/21	12/20/21	12/23/21	01/10/22	02/16/22	
109-K		05/17/22	06/28/22	06/28/22			
110-A		03/15/22	05/24/22	06/01/22	06/13/22	07/25/22	
110-C		10/27/20					
110-I	03/31/22						
111-F		11/05/21	02/10/22	02/10/22	02/23/22	03/09/22	
113-A		04/19/22	05/04/22	05/11/22	05/25/22	06/10/22	
113-H		02/23/22	03/22/22	04/07/22	04/21/22	06/23/22	
114B		07/26/22					
114-L		07/09/20					
115-I		01/05/22	02/09/20	02/09/20	02/24/22	03/22/22	
115-J		10/01/21	10/18/21	10/18/21	11/01/21		
116-K		02/18/22	04/14/22	04/14/22	04/27/22	05/27/22	
116-G		09/17/21	11/03/21	11/03/21	11/18/21		
117-G		02/18/22	03/09/22	03/14/22	3/28/22	05/27/22	
117-L		04/19/22	05/10/22	05/13/22	05/27/22	06/13/22	
118-D		04/26/22	07/01/22	07/11/22	07/25/22	08/11/22	
121-K		01/25/22	02/02/22	02/02/22	02/15/22	03/09/22	
123-K		10/21/21	10/26/21	11/03/21	11/18/21		

# INSPECTOR MONTHLY MUTUAL REPORT

<b>MUTUAL: (05) FIVE</b>	<b>INSPECTOR: Mike Meza</b>
<b>MUTUAL BOARD MEETING DATE:</b> August, 2022	

SHADED AREAS HAVE BEEN SIGNED OFF

FI = Final Inspection   FCOEI = Final COE Inspection   ROF = Release of Funds

## CONTRACTS

CONTRACTOR	PROJECT
J&J LANDSCAPE      AUGUST 8th 2025	Landscaping & Irrigation
EMPIRE PIPE      DECEMBER 31st 2022	Annual inspection
FENN      MAY 31st 2023	Pest and rodent control services
ROOFING PROJECT	Buildings 70, 100, 101, 113, 120 Start date: 09/06/2022

## SPECIAL PROJECTS

Contractor	Discription of Work

## SHAREHOLDER AND MUTUAL REQUEST

101-C Ceiling fan issues	Inspect mutual sidewalks
109-F Install water heater access panel	Building 113 inspect for insects
70-C Basin stoppage	Meeting with Ken Cude and Linda DeRungs regarding concrete repair at building 100-F
101-I Inspect porch ceiling fan	
124-A Inspect entry sidewalk	
120-E Follow up with water damage	
94-H Inspect for roof leak	
120-F Meet with shareholders son	
109-K Unit issues	
98-H Porch issues	
118-K Bird nesting in flower pot	
124-A Inspect walk light	
70-F Toilet leak	
114-K Front door sticking	
120-F Provide information to insurance	
100-I No power at kitchen lights	



Line No. **JULY Highlights:** [Please refer to the Monthly Financial Statement (MFS) for more details and page Nos.]

- For the month of July Mutual 5 was over budget with Excess Expenses of (\$896). For the year to date, Mutual 5 is in a favorable financial position (under budget) with excess income of \$14,540 as shown on page 5 of the MFS. This reflects the GRF refund received in April of \$16,270 of excess income for the year 2021 (page 3 of MFS).
- The three over-budget expense items: Electricity, Legal Fees and Property and Liability Insurance are still on track to even out at the end of the Budget year. And, the other over-budget account, Maintenance Replacements, was the highest month of the year at \$12,327, leaving a Reserve Fund balance of \$24,223.51 (page 8 of MFS). Our goal is to have a balance of \$22,541 at year end. All of the Reserve Accounts and the SRO Reports are monitored very closely each month for budget performance.

Water expenses are over budget by (\$257) for the month and (\$4,892) for YTD. **Water costs in Leisure World for July was 13.6% higher than July, 2021.** This includes a 12% rate increase that went into effect on 1-1-22. **We all need to do our part to use water SUPER efficiently.**

**Please Use Water Wisely! The More WATER We Save, The More MONEY We Save!**

- Investment Portfolio: please see page 16 (hand written number at the bottom of page) of the MFS to see how the reserve Funds are invested. All of our available cash are in money-market accounts with a 0.005% interest rate.

**ENDING BALANCE BANK ACCOUNTS**

4	RESTRICTED RESERVES (acct ending...9690)	1,605,867.15
5	NON-RESTRICTED RESERVES (acct ending...3364)	332,080.20
6	CHECKING ACCOUNT (acct ending...3181) adjusted for outstanding checks	41,408.47

**ENDING BALANCE OF MAJOR RESERVES**

Types	Ending Balance	S/H Contribution		MFS Page No.
		Monthly	per unit	
7 ROOFING <i>After Project Commitments for 2022 ReRoofs</i>	415,109.79	44,317.50	90.08	11
8 APPLIANCES	24,223.51	4,758.08	9.67	8
9 PAINTING	314,830.93	686.67	1.40	9
10 INFRASTRUCTURE	184,284.73	13,795.83	28.04	14
11 CONTINGENCY OPERATING FUNDS	20,705.68	-	-	10
12 EMERGENCY RESERVES	68,825.57	-	-	12
	1,027,980.21	63,558.08	129.18	

**INCOME AND EXPENSES**

	From Monthly Financial Statement Pages 4, 5, 17	July Actual	July Budget	July Variance	2022 YTD Actual	2022 YTD Budget	MFS Page No.
13	MUTUAL TOTAL INCOME	210,341	209,776	565	1,466,781	1,468,432	5, 17
14	CONTRIBUTION TO RESERVES	63,558	63,559	(1)	444,907	444,913	4, 5, 17
15	EXPENSES *	63,038	61,581	(1,457)	431,131	431,067	4
16	EXCESS INCOME over(under) EXPENSES	(893)			14,540		5, 17

\* Operating Expenses Do Not include reserve funded projects or GRF Carrying Charges Transfer.

# 2

## CONCRETE PROJECTS - (Jurado or SM or JJ) 2022

7/31/2022

Line #	Date of Work	Location	Project Cost	Date of Payments	Remarks
16					
17	Dec. 2021	Carports 60, 61,62,63 - Pavement	121,275.00	11/17/21	1/12/22 (2nd payment)
18	Dec. 2021	Carport 63 Change Order - Pavement	5,643.75	1/12/22	
19	Mar. 2022	Concrete Walks: Bldgs. 102 to 112 *	96,055.00	6/6/22	Also Includes Bldgs. 108,109,110,111
20	Sept 2022	Concrete Walks: Bldg. 100*			Pending
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
32					
33			* Infrastructure Reserves for Concrete Walks/Drains for 2022		
34		Total to Date:	96,055.00	2022 Budget: \$100,000; balance available: \$3,945	

	Fees Collected	Monthly Budget	Jul '22	Jun '22	May '22	Apr '22	Mar '21	Feb '22	Jan '22	Dec '21
35	Buyer's Premium	2,500	750	3,000	3,000	3,000	3,750	2,250	2,250	3,000
36	Inspection Fees	4,700	4,800	3,600	3,600	3,600	1,200	6,000	2,400	1,200
37	Transfer Fee									250

### ROOFING PROJECTS 2020 Budget Year (Construction in February- March, 2021)

	Building No. and Type	Roof Type	Roof SQ	Cost (\$) per SQ	Contract Cost (\$)
38	69 2 Bedroom	Low Slope	153	798	122,094
39	71 Laundry Room - 2 Bedrooms	Low Slope	158	798	126,084
40	99 1 and 2 Bedrooms	Low Slope	123	798	98,154
41	102 Laundry Room - 2 Bedrooms	Low Slope	158	840	132,720
42	TOTAL				479,052

Avg Cost/Apt = \$9,980

### ROOFING PROJECTS 2021 and 22 Budget Year (Start date: September 6, 2022 | Finish 11-6-22)

	Building No. and Type	Roof Type	Roof SQ	Cost (\$) per SQ	Contract Cost (\$)
44	113 2 Bedroom	Low Slope	153	941	143,973
45	120 1 and 2 Bedroom	Low Slope	123	941	115,743
46	100 2 Bedroom	Low Slope	153	941	143,973
47	101 2 Bedrooms	Low Slope	153	941	143,973
48	70 2 Bedrooms	Low Slope	153	941	143,973
49	TOTAL			11,527.25	691,635

Avg Cost/Apt = \$11,527

Increase in cost/aprt from 2020 to 2022 = 17.9%

# SUMMARY FOR REFERENCE—2022 OPERATING BUDGET

Line #

- 50 **EXPECTED MONTHLY M5 HOA Income: \$117,425.64** (\$238.67/month X 492 UNITS)
- 51 **M5 HOA Cost per month per unit \$238.67** (increase of \$12.43) for year 2022
- 52 **GRF HOA Cost per month per unit \$172.03** (increase of \$6.98) for year 2022

## 2022 OPERATING BUDGET

	Monthly-Average \$ per Unit	Yearly-Total \$ for 492 Units	Total \$ Change From 2021 to 2022
53 <b>OPERATING EXPENSES</b>	125.16	738,945	38,915
54 <b>OPERATING INCOME</b>	15.67	92,515	23,498
55 <b>NET OPERATING COST</b>	109.49	646,430	34,480
56 <b>RESERVE FUNDING</b>	129.18	762,697	38,915

## 2022 RESERVE FUNDING DISTRIBUTION

	Project	Monthly-Average \$ per Unit	Yearly-Total \$ for 492 Units	Total Dollar Change
				Per Unit per Month
				From 2021 to 2022
57	<b>APPLIANCE</b>	9.67	57,097	(2.25)
58	<b>PAINTING</b>	1.40	8,240	1.40
59	<b>ROOFING</b>	90.08	531,810	2.63
60	<b>INFRASTRUCTURE</b>	28.04	165,550	6.18
61	<b>TOTAL</b>	129.18	762,697	6.59

\*See Appendix B of M5 Budget

## 2022 LANDSCAPING BUDGET

	Monthly-Average \$ per Unit	Yearly-Total \$ for 492 Units	Total \$ Change From 2021 to 2022
62 <b>LANDSCAPE-CONTRACT</b>	29.70	175,349	5,432
63 <b>LANDSCAPE-EXTRAS</b>	3.39	20,015	(59)
64 <b>LANDSCAPE-TREES</b>	3.05	18,007	0
65 <b>TOTAL</b>	36.14	213,371	5,373

## 2022 SERVICE REQUEST ORDERS (SRO) BUDGET

	Average Monthly per Unit	Yearly Total for 492 Units	Total Dollar Change From 2021 to 2022
66 <b>STANDARD SERVICE</b>	\$18.12	\$106,980	\$3,955

Jul Actual	Jul Budget		2022 Y-T-D Actual	2022 Y-T-D Budget
138,506	138,508	Carrying Charges	969,544	969,556
63,558	63,559	Reserve Funding	444,907	444,913
<b>202,064</b>	<b>202,067</b>	<b>Total Regular Assessments</b>	<b>1,414,451</b>	<b>1,414,469</b>
134	54	Financial Income	770	378
8,143	7,655	Other Income	51,560	53,585
<b>8,277</b>	<b>7,709</b>	<b>Total Other Income</b>	<b>52,330</b>	<b>53,963</b>
<b>210,341</b>	<b>209,776</b>	<b>Total Mutual Income</b>	<b>1,466,781</b>	<b>1,468,432</b>
84,639	84,639	GRF Trust Maintenance Fee	576,203	592,473
15,691	15,267	Utilities	113,984	106,869
586	694	Professional Fees	14,068	4,858
81	84	Office Supplies	210	588
30,646	31,341	Outside Services	190,205	219,387
16,034	14,195	Taxes & Insurance	112,664	99,365
63,558	63,559	Contributions to Reserves	444,907	444,913
<b>211,235</b>	<b>209,779</b>	<b>Total Expenses Before Off-Budget</b>	<b>1,452,241</b>	<b>1,468,453</b>
<b>(893)</b>	<b>(3)</b>	<b>Excess Inc/(Exp) Before Off-Budget</b>	<b>14,540</b>	<b>(21)</b>
14,046	0	Depreciation Expense	97,389	0
<b>(14,940)</b>	<b>(3)</b>	<b>Excess Inc/(Exp) After Off-Budget</b>	<b>(82,849)</b>	<b>(21)</b>
		<b>Restricted Reserves</b>		
(7,569)	0	Appliance Reserve Equity	24,224	0
687	0	Painting Reserve	314,831	0
0	0	Contingency Operating Equity	20,706	0
41,468	0	Roofing Reserve	415,110	0
0	0	Emergency Reserve Equity	68,826	0
13,796	0	Infrastructure Reserve	184,285	0
<b>48,381</b>	<b>0</b>	<b>Total Restricted Reserves</b>	<b>1,027,980</b>	<b>0</b>

# PORTFOLIO SPECIALIST'S REPORT

## AUGUST 2022



In the summer heat a reminder to rest and cool down in the shade, minimize direct exposure to the sun and stay hydrated, drink plenty of water and reduce the intake of sugar. **Don't wait until you feel thirsty!**

Slow down: reduce, eliminate, or reschedule strenuous activities until the coolest time of the day.

Dress for summer: Wear lightweight, loose fitting, light-colored clothing to reflect heat. Avoid extreme temperature changes.

## Hot weather brings out the thirsty, hungry critters!

- We must not feed wildlife. Bird feeders will attract rats, squirrels, and rabbits which will attract coyotes to your home.
- We must keep food, water, and trash off our patios. Keep pet food and water bowls inside and not on your patio.

Cats and small dogs **should never be allowed outside alone.** Pets must always be accompanied by their owner and must be on a 6-foot leash at all times while outside. Do not use a retractable leash.

Never leave pets unattended in vehicles LOOK before you LOCK!



# RESIDENTIAL FOOD SCRAP COLLECTION NOTICE

Dear Valued Customer,

Athens Services is partnering with your community to implement food scrap collection. Per Senate Bill 1383, single-family home residents and multifamily complexes across California will be required to place into their green waste container ALL of their landscaping waste, food scraps, and food-soiled paper (100% fiber-based).

**WHAT'S CHANGING?** You will be able to use your green organics container for the collection of landscaping waste, food scraps, and 100% fiber-based, food-soiled paper.

**DID YOU SAY FOOD SCRAPS?** Yes, Athens will accept all types of food scraps. Our American Organics compost facility converts organics waste into nutrient-rich soil amendment. The resulting compost is used by commercial farmers, city projects, garden shops, landscapers, and residents.

**HOW DO I PARTICIPATE?** To collect your kitchen food scraps, you can choose to use a portable, reusable pail-like container with a tight fitting lid. It could be plastic, metal, or ceramic. Pail options can be purchased or consider reusing a coffee canister, large yogurt or margarine tub, or juice pitcher. Storage ideas can include the kitchen counter, under the sink, in the freezer, or wherever you feel is best.

**WHY ORGANICS RECYCLING?** Landfills are the third largest source of methane in California. Organics waste emits 20% of the state's methane. By diverting organics from the landfill, you are part of the solution in helping to protect the environment and future generations.

**ARE BAGS ACCEPTED?** Liners are optional. Plastic and bioplastic "compostable" bags are accepted in the organics container, but must be CLEAR or translucent-green, and bag contents must be visible. Acceptable organics will be processed, but the bags will not be recycled or composted.

**WHERE CAN I GET MORE INFORMATION?** Athens is here to support the community with this new program and will provide resources and training to help you get started. If you have any questions about the new organics collection program, please contact the Athens Customer Care Center at (888) 336-6100 or visit [AthensServices.com/Food](https://AthensServices.com/Food).



Scan for more resources

## PARTICIPATING IS EASY AS 1-2-3



### 1. FILL

Fill your pail with food scraps and acceptable items. (Liners are optional. Consider newspaper or a paper bag. Plastic bags must be clear.)

### 2. EMPTY

Empty pail contents into your green organics container.



### 3. RINSE & REPEAT

Rinse out pail with soap and water. Fill again. Sprinkle lightly with baking soda to absorb odors.

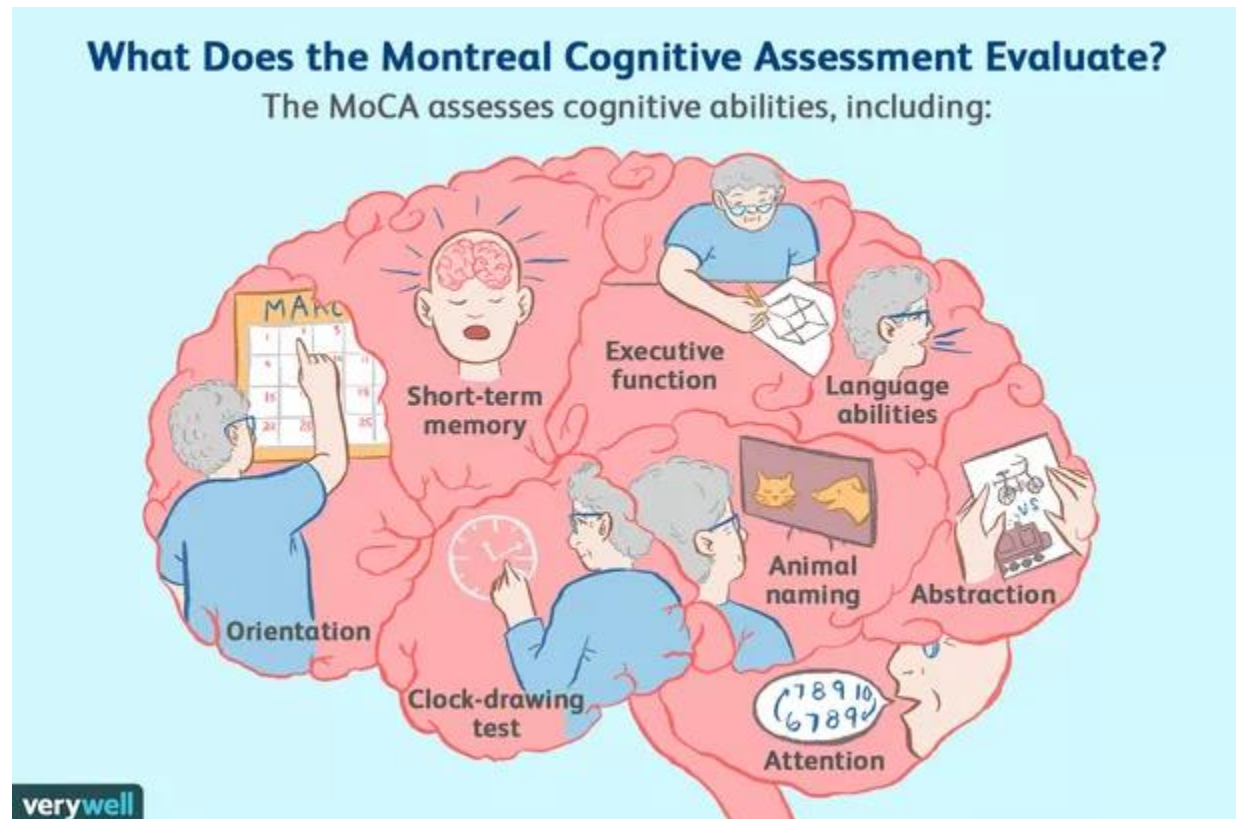
**Athens Tip:** Store meat and dairy scraps in a container in your freezer and place in the green organics container on collection day.

ACCEPTABLE ORGANICS WASTE			DO NOT INCLUDE	
GREEN WASTE	FOOD SCRAPS	FOOD-SOILED PAPER*		
<ul style="list-style-type: none"> <li>Flower &amp; hedge trimmings</li> <li>Grass clippings</li> <li>Leaves &amp; branches</li> <li>Lumber, scrap wood, &amp; plywood (not painted or treated)</li> <li>Weeds</li> </ul>	<ul style="list-style-type: none"> <li>Bread, rice, &amp; pasta</li> <li>Cheese &amp; dairy</li> <li>Coffee grounds &amp; filters</li> <li>Fruits &amp; vegetables</li> <li>Flowers &amp; herbs</li> <li>Meat, bones, &amp; poultry</li> <li>Seafood &amp; soft shells</li> <li>Pet food (non-medicated)</li> </ul>	<ul style="list-style-type: none"> <li>Food-stained paper</li> <li>Paper egg cartons</li> <li>Paper napkins &amp; kitchen towels</li> <li>Pizza boxes</li> <li>Plates</li> <li>To-go boxes (no coating)</li> <li>Wooden &amp; fiber-based utensils</li> </ul>	<ul style="list-style-type: none"> <li>All plastics</li> <li>Cacti, succulents, &amp; yucca</li> <li>Compostable plastics (bioplastics)</li> <li>Coffee cups &amp; pods</li> <li>Fats, oils, &amp; grease</li> <li>Food stickers (please remove)</li> <li>Gloves</li> <li>Hard shells (clams, mussels, oysters)</li> <li>Medication</li> </ul>	<ul style="list-style-type: none"> <li>Palm fronds</li> <li>Paper napkins &amp; towels with cleaning chemicals</li> <li>Parchment &amp; wax paper</li> <li>Pet waste</li> <li>Rocks &amp; soil</li> <li>Rubber bands &amp; twist ties</li> <li>Tea bags</li> <li>Textiles</li> <li>Tissues &amp; wet wipes</li> </ul>

\*Must be 100% fiber-based. NO materials with petroleum based plastic, wax, or bio-plastic coating, liner, or laminate.

The Montreal Cognitive Assessment (MoCA) helps assess people for dementia. It is a 30-question test that takes around 10 to 12 minutes to complete.

Here's a look at what the MoCA includes, how it's scored and interpreted, and how it can assist in identifying [dementia](#).



# Assessment

The MoCA checks different types of cognitive or thinking abilities. These include:<sup>1</sup>

- **Orientation**: The test administrator asks you to state the date, month, year, day, place, and city.
- **Short-term memory/delayed recall**: Five words are read. The test-taker is asked to repeat them. After completing other tasks, the person is asked to repeat each of the five words again. If they can't recall them, they're given a cue of the category that the word belongs to.
- **Executive function/visuospatial ability**: These two abilities are checked through the Trails B Test. It asks you to draw a line to sequence alternating digits and letters (1-A, 2-B, etc.). The test also asks you to draw a cube shape.
- **Language**: This task asks you to repeat two sentences correctly. It then asks you to list all the words in the sentences that start with the letter "F."
- **Abstraction**: You are asked to explain how two items are alike, such as a train and a bicycle. This checks your abstract reasoning, which is often impaired in dementia. The proverb interpretation test is another way to measure these skills.

It is important that this test is done in the patient's first language to be accurate.

## Scoring

Scores on the MoCA range from zero to 30. A score of 26 and higher is considered normal.

In the initial study data, normal controls had an average score of 27.4. People with mild cognitive impairment (MCI) scored an average of 22.1. People with Alzheimer's disease had an average score of 16.2.

The scoring breakdown is as follows:

- Visuospatial and executive functioning: 5 points
- Animal naming: 3 points

- Attention: 6 points
- Language: 3 points
- Abstraction: 2 points
- Delayed recall (short-term memory): 5 points
- Orientation: 6 points
- Education level: 1 point is added to the test-taker's score if they have 12 years or less of formal education

## Usefulness

The MoCA helps health professionals determine quickly whether someone's thinking ability is impaired. It also helps them decide if an in-depth diagnostic workup for [Alzheimer's disease](#) is needed.

It may help predict dementia in people with [mild cognitive impairment](#) (MCI). Because it tests for executive function, it is more sensitive in this regard than the MMSE.<sup>2</sup> Finally, it's been shown to better identify cognitive problems in people with [Parkinson's disease](#).<sup>3</sup>

## Advantages vs. Disadvantages

The MoCA is brief, simple, and reliable as a screening test for Alzheimer's disease. It checks executive function, an important part of dementia that's not measured by the MMSE. Unlike the MMSE, it is free for non-profit use.

The MoCA is available in more than 35 languages. Versions that test people with hearing loss and vision impairment have also been developed.<sup>4</sup>

A disadvantage of the MoCA is that it takes a little longer than the MMSE to administer. It should also be used with multiple other screenings and tests to diagnose dementia.

## Summary

Early diagnosis of mental decline is important. The MoCA is a 30-item test that allows healthcare providers to find out how well a person's thinking abilities are functioning.

The test checks language, memory, visual and spatial thinking, reasoning, and orientation skills. Using it, healthcare providers can quickly determine when someone might need fuller testing for Alzheimer's or dementia.

- Does the MoCA test your short-term memory?

Yes, this is known as the short-term memory/delayed recall section of the MoCA. The person taking the test is read five words, and then repeats them aloud. After a few other tasks of the MoCA have been completed, the person is asked to repeat the five words from earlier. If they cannot remember the words, they are given a hint of their category.

- Are there different types of cognitive function test?

Yes, there are different kinds of cognitive function test. In addition to the MoCA, other common tests include the Mini-Mental State Exam (MMSE) and the Mini-Cog. These work similarly to the MoCA but are intended for slightly different purposes; the MoCA is generally meant for mild cognitive impairment, while more serious cognitive issues might be more easily found using the MMSE.<sup>5</sup>



# Forgetfulness or Something More?

Special Event for Seal Beach Leisure World

**August 27th 8:30 to 4:30**

**By appointment only. Call 844-373-4400**

## What is a Memory Screening?

A memory screening is a wellness tool that helps identify possible changes in memory and cognition.



Do you have:

- Trouble coming up with a word or a name
- Trouble remembering important dates or events
- Problems remembering names when introduced to new people
- Trouble remembering what you just read or heard
- Problems losing or misplacing things
- Trouble planning or organizing
- Noticeably greater difficulty performing tasks in social and occupational settings

**If you said yes to any of the above, consider having a**



**memory screening.**