

**AGENDA**  
**REGULAR MONTHLY CONFERENCE CALL MEETING OF THE**  
**BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL FIVE**  
**September 21, 2022**  
**Meeting begins at 9:00 a.m.**  
**Building 5, Conference Room B / Zoom Video and Conference Call**

**TO ATTEND:** The Shareholder will be provided with instructions on how to access the call via telephone upon the Shareholder contacting Mutual Administration and requesting the call-in information. Please submit your information, including your name, Unit number, and telephone number, via e-mail at [mutualsecretaries@lwsb.com](mailto:mutualsecretaries@lwsb.com), by no later than 3:00 p.m., the business day before the date of the meeting.

**TO PROVIDE COMMENTS DURING MEETING:** In order to make a comment during the open Shareholder forum, the Shareholder must (i) notify their parcel director of their intent to speak during Shareholder open forum, or (ii) submit their information, including their name, Unit number, and telephone number, via e-mail at [mutualsecretaries@lwsb.com](mailto:mutualsecretaries@lwsb.com), by no later than 3:00 p.m., the business day before the date of the meeting.

1. CALL TO ORDER/ PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. SHAREHOLDERS' COMMENTS (limited to 2-3 minutes per shareholder)
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Mr. Thompson, GRF Representative  
Ms. Miller, Finance Director  
Mr. Meza, Building Inspector  
Ms. Barua, Portfolio Specialist  
Ms. Vasquez, Acting Portfolio Specialist  
Ms. Perez, Recording Secretary

5. **GUEST SPEAKER** Ms. Miller
  - a. Discuss and vote to approve 2023 Operating Budget for Mutual Five (pp.3-11)
6. APPROVAL OF MINUTES:
  - a. **Regular Meeting Minutes of August 17, 2022.**
7. **GRF REPRESENTATIVE** Mr. Thompson
8. **BUILDING INSPECTOR'S REPORT** Mr. Meza  
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (handout)
9. **UNFINISHED BUSINESS**  
No Unfinished Business.

10. **NEW BUSINESS**

- a. Monthly Finances (p.12)

**STAFF BREAK BY 11:00 A.M.**

- |                                      |             |
|--------------------------------------|-------------|
| 11. SECRETARY / CORRESPONDENCE       | Ms. Gardner |
| 12. CHIEF FINANCIAL OFFICER'S REPORT | Mr. Cude    |
| 13. PRESIDENT'S REPORT               | Ms. DeRungs |
| 14. PORTFOLIO SPECIALIST             | Ms. Barua   |
| 15. ANNOUNCEMENTS                    |             |

- a. **NEXT REGULAR MEETING:** Wednesday, October 19, 2022, at 9:00 a.m.,  
Building 5, Conference Rm B and Zoom Video/ Conference Call.

16. COMMITTEE REPORTS
17. DIRECTORS' COMMENTS
18. ADJOURNMENT
19. EXECUTIVE SESSION

**STAFF WILL LEAVE THE MEETING BY 12:00 P.M.**

# *Mutual Corporation No. Five*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE 2023 OPERATING BUDGET FOR  
MUTUAL FIVE (GUEST SPEAKER, ITEM A)  
**DATE:** SEPTEMBER 21, 2022  
**CC:** MUTUAL FILE

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I move to approve the 2023 Operating Budget for Mutual Five of \$1,584,701, resulting in a regular monthly Mutual assessment of \$268.41 per apartment per month, for an increase of \$29.74 per month over the total Mutual operating costs of 2022, as presented, and to adopt the budget forthwith, and to authorize the necessary transfer of funds during the budget year in accordance with the provisions of Civil Code § 5502.

**Seal Beach Mutual Five  
Operating Budget  
Year Ended December 31, 2023**

492 Apartments	Average Monthly Per Apartment			Operating Budget In Dollars		
	2023	2022	Change	2023	2022	Change
Electricity	4.36	3.90	0.46	25,741	23,026	2,715
Telephone	0.05	0.02	0.03	295	118	177
Water	19.48	17.15	2.33	115,010	101,254	13,756
Trash	11.50	9.96	1.54	67,896	58,804	9,092
<b>Total Utilities</b>	<b>35.39</b>	<b>31.03</b>	<b>4.36</b>	<b>208,942</b>	<b>183,202</b>	<b>25,740</b>
Management Fee	0.00	0.56	(0.56)	0	3,306	(3,306)
Legal Fees	1.12	0.85	0.27	6,612	5,018	1,594
Audit Fees	0.00	0.00	0.00	0	0	0
Investment Fees	0.01	0.00	0.01	59	0	59
<b>Total Professional Fees</b>	<b>1.13</b>	<b>1.41</b>	<b>(0.28)</b>	<b>6,671</b>	<b>8,324</b>	<b>(1,653)</b>
Janitorial Services	0.00	0.00	0.00	0	0	0
Landscape - Contracts	31.34	29.70	1.64	185,031	175,349	9,682
Landscape - Extras	3.05	3.39	(0.34)	18,007	20,015	(2,008)
Landscape - Trees	2.71	3.05	(0.34)	16,000	18,007	(2,007)
Green Waste Bins	0.00	0.00	0.00	0	0	0
Painting Repairs	1.69	2.12	(0.43)	9,978	12,516	(2,538)
Pest Control	2.74	2.88	(0.14)	16,177	17,004	(827)
Structural Repairs	3.22	3.39	(0.17)	19,011	20,015	(1,004)
Miscellaneous Services	1.02	1.05	(0.03)	6,022	6,199	(177)
Escrow Expense	0.00	0.00	0.00	0	0	0
Office Supplies	0.05	0.17	(0.12)	295	1,004	(709)
Standard Service	19.14	18.12	1.02	113,003	106,980	6,023
<b>Total Services</b>	<b>64.96</b>	<b>63.87</b>	<b>1.09</b>	<b>383,524</b>	<b>377,089</b>	<b>6,435</b>
State & Federal Taxes	0.32	0.30	0.02	1,889	1,771	118
Property & Liability Insurance	32.96	28.55	4.41	194,596	168,559	26,037
<b>Total Taxes &amp; Insurance</b>	<b>33.28</b>	<b>28.85</b>	<b>4.43</b>	<b>196,485</b>	<b>170,330</b>	<b>26,155</b>
<b>Operating Expenses</b>	<b>134.76</b>	<b>125.16</b>	<b>9.60</b>	<b>795,622</b>	<b>738,945</b>	<b>56,677</b>
Income from Services						
Merchandise Sales	0.00	0.00	0.00	0	0	0
Laundry Machines	0.00	0.00	0.00	0	0	0
<b>Total Services Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>
Financial Income						
Interest Income	0.22	0.11	0.11	1,299	649	650
Late Charges	0.83	0.83	0.00	4,900	4,900	0
Inspection Fees	8.84	9.65	(0.81)	52,191	56,974	(4,783)
Buyers Premium	5.08	5.08	0.00	29,992	29,992	0
Carport Rental	0.00	0.00	0.00	0	0	0
Miscellaneous	0.00	0.00	0.00	0	0	0
Parking Fines	0.00	0.00	0.00	0	0	0
<b>Total Financial Income</b>	<b>14.97</b>	<b>15.67</b>	<b>(0.70)</b>	<b>88,382</b>	<b>92,515</b>	<b>(4,133)</b>
<b>Operating Income</b>	<b>14.97</b>	<b>15.67</b>	<b>(0.70)</b>	<b>88,382</b>	<b>92,515</b>	<b>(4,133)</b>
Net Operating Cost	119.79	109.49	10.30	707,240	646,430	60,810
Reserve Funding	148.62	129.18	19.44	877,461	762,697	114,764
<b>Total Mutual Costs</b>	<b>268.41</b>	<b>238.67</b>	<b>29.74</b>	<b>1,584,701</b>	<b>1,409,127</b>	<b>175,574</b>
Allocated Trust Cost		172.03			1,015,665	
Regular assessment		410.70			2,424,792	

Property taxes are assessed to the stockholder's unit and are added to the regular assessment and become part of the monthly payment. Accordingly, they are excluded from the operating budget.

**Seal Beach Mutual Five  
Assessment And Reserve Funding Disclosure Summary**

- 1) The current regular assessment per ownership interest per month is \$ 440.44 and the portion allocated to reserves per ownership interest per month is \$ 139.84 .
- 2) Neither the board nor the members have approved additional assessments for any purpose.
- 3) Based upon the most recent reserve study and other information available to the board of directors, will currently projected reserve account balances be sufficient at the end of each year to meet the association's obligation for repair and/or replacement of major component during the next 30 years?  
 Yes   X   No
- 4) If the answer to #3 is no, what additional assessments or other contributions to reserves would be necessary to ensure that sufficient reserve funds will be available each year during the next 30 years that have not yet been approved by the board or the members?
- 5) All major components are included in the reserve study and are included in its calculations.
- 6) Based on the method of calculation in paragraph (4) of subdivision (b) of Section 5570, the estimated required amount to be in the reserve fund at the end of the 2022 fiscal year is \$ 4,600,071 based in whole or in part on the last reserve study or update prepared by the board as of 8/29/2022. The projected reserve fund cash balance at the beginning of the 2023 fiscal year is \$ 1,205,226 reserves being 26.2% funded at this date.
- 7) Based on the method of calculation in paragraph (4) of subdivision (b) of Section 5570, the estimated required amount to be in the reserve fund, the projected fund balance of those years, taking into account only assessments approved and other known revenues, and the percentage funded at the end of each of the next five years is:

Year	Required Funding	Projected Fund Bal.	% Funded
2023	\$ 4,246,980	1,064,176	25.1%
2024	3,562,865	735,616	20.6%
2025	2,700,349	403,769	15.0%
2026	2,682,158	1,091,244	40.7%
2027	2,499,885	1,658,765	66.4%

This financial representation set forth in this summary are based on the best estimates of the board at this time and is further predicated on the board maintaining the current Reserve Funding Plan.

**Seal Beach Mutual Five  
Replacement Reserve Summary  
Budget Year 2023**

**While preparing the annual operating budget, the board reviews the conditions and assumptions regarding the common interest of the Mutual. This review consists of updating the replacement cost and remaining useful life of the Mutual's common interest property. This data is used to develop reserve requirements using the formula set forth in Civil Code 5570 (b) (4). The board expects to finance all replacements through regular assessments to the shareholders. Accordingly, the board does not plan any special assessments.**

Fund	Estimated			Reserve Funding			
	Useful Life	Remaining Life	Replacement Cost	Required Funding	Estimated Beg. Bal.	Planned 2023 Funding	Estimated % Funded
Paint	1 - 10	0 - 2	544,850	463,800	318,264	8,280	70.4%
Roof	5 - 30	0 - 29	5,527,700	2,974,482	636,697	572,400	40.6%
Infrastructure	1 - 50	0 - 23	1,381,300	1,161,789	250,265	244,920	42.6%
Total			7,453,850	4,600,071	1,205,226	825,600	44.1%

**Seal Beach Mutual Five  
Project Listing for Budget Year  
2023**

**Painting Reserve Projects**

Description	Unit		Base Line		Year Acqurd	Repl Year	Yrs. In Serv.	Useful Life	Years Left	Fnding Ratio	Required Balance	Est. Beg Bal	(Surplus)/ Deficit	% Funded
	#	Cost	Year	Cost										
Pole Lights Repaint	1	11,050	2023	11,050	2018	2023	5	5	0	100.0%	11,050	2,380	8,670	21.5%
Laundry Rm Repaint	1	6,300	2023	6,300	2018	2024	5	6	1	83.3%	5,250	3,603	1,647	68.6%
Stucco - Repaint (2024)	1	200,000	2023	200,000	2014	2024	9	10	1	90.0%	180,000	123,518	56,482	68.6%
Stucco - Repaint (2025)	1	300,000	2023	300,000	2015	2025	8	10	2	80.0%	240,000	164,690	75,310	68.6%
Wood Surfaces - Repaint	1	27,500	2023	27,500	2022	2023	1	1	0	100.0%	27,500	18,871	8,629	68.6%
<i>Set aside for painting</i>				544,850							463,800	318,264	150,738	68.6%

**Roofing Reserve Projects**

Description	Unit		Base Line		Year Acqurd	Repl Year	Yrs. In Serv.	Useful Life	Years Left	Fnding Ratio	Required Balance	Est. Beg Bal	(Surplus)/ Deficit	% Funded
	#	Cost	Year	Cost										
Shingle Roofs Replace (2023)	1	687,000	2023	687,000	1993	2023	30	30	0	100.0%	687,000	147,055	539,945	21.4%
Shingle Roofs Replace (2024)	1	738,000	2023	738,000	1994	2024	29	30	1	96.7%	713,400	152,706	560,694	21.4%
Shingle Roofs Replace (2025)	1	747,000	2023	747,000	1995	2025	28	30	2	93.3%	697,200	149,238	547,962	21.4%
Shingle Roofs Replace (2026)	1	261,000	2023	261,000	1996	2026	27	30	3	90.0%	234,900	50,281	184,619	21.4%
Shingle Roofs Replace (2047)	1	740,000	2023	740,000	2017	2047	6	30	24	20.0%	148,000	31,680	116,320	21.4%
Shingle Roofs Replace (2048)	1	348,000	2023	348,000	2018	2048	5	30	25	16.7%	58,000	12,415	45,585	21.4%
Shingle Roofs Replace (2049)	1	340,000	2023	340,000	2019	2049	4	30	26	13.3%	45,333	9,704	35,629	21.4%
Shingle Roofs Replace (2050)	1	570,000	2023	570,000	2020	2050	3	30	27	10.0%	57,000	12,201	44,799	21.4%
Shingle Roofs Replace (2052)	1	692,000	2023	692,000	2022	2052	1	30	29	3.3%	23,067	4,938	18,129	21.4%
Carports Roofs - Replace	1	400,000	2023	400,000	2010	2027	13	17	4	76.5%	305,882	65,475	240,407	21.4%
Gutters/Downspouts - Repair	1	4,700	2023	4,700	2018	2023	5	5	0	100.0%	4,700	1,012	3,688	21.5%
<i>Set aside for roofing</i>				5,527,700							2,974,482	636,697	2,337,777	21.4%

**Seal Beach Mutual Five  
Project Listing for Budget Year  
2023**

**Infrastructure Reserve Projects**

Description	Unit		Base Line		Year Acqurd	Repl Year	Yrs. In Serv.	Useful Life	Years Left	Fnding Ratio	Required Balance	Est. Beg Bal	(Surplus)/ Deficit	% Funded
	#	Cost	Year	Cost										
Concrete Walkways/Drains - Repair	1	100,000	2023	100,000	2022	2023	1	1	0	100.0%	100,000	21,541	78,459	21.5%
Pole Lights Replace	1	12,000	2023	12,000	2022	2023	1	1	0	100.0%	12,000	2,585	9,415	21.5%
Laundry Doors - Replace	1	5,400	2023	5,400	2003	2023	20	20	0	100.0%	5,400	1,163	4,237	21.5%
Meter Cabinet Doors Replace	1	63,400	2023	63,400	2021	2046	2	25	23	8.0%	5,072	1,093	3,979	21.5%
Irrigation Controlllers Replace	1	13,500	2023	13,500	2013	2025	10	12	2	83.3%	11,250	2,423	8,827	21.5%
Sewer Project (2023)	1	50,000	2023	50,000	1973	2023	50	50	0	100.0%	50,000	10,771	39,229	21.5%
Sewer Project (2024)	1	100,000	2023	100,000	1974	2024	49	50	1	98.0%	98,000	21,110	76,890	21.5%
Sewer Project (2025)	1	100,000	2023	100,000	1975	2025	48	50	2	96.0%	96,000	20,680	75,320	21.5%
Sewer Project (2026)	1	100,000	2023	100,000	1976	2026	47	50	3	94.0%	94,000	20,249	73,751	21.5%
Sewer Project (2027)	1	100,000	2023	100,000	1977	2027	46	50	4	92.0%	92,000	19,818	72,182	21.5%
Sewer Project (2028)	1	100,000	2023	100,000	1978	2028	45	50	5	90.0%	90,000	19,387	70,613	21.5%
Sewer Project (2029)	1	100,000	2023	100,000	1979	2029	44	50	6	88.0%	88,000	18,956	69,044	21.5%
Sewer Project (2030)	1	300,000	2023	300,000	1980	2030	43	50	7	86.0%	258,000	55,577	202,423	21.5%
Wood Surfaces - Repair	1	62,500	2023	62,500	2022	2023	1	1	0	100.0%	62,500	42,888	19,612	68.6%
Attic Entry Screens (2023-2026)	1	2,500	2023	2,500	2022	2023	1	1	0	100.0%	2,500	539	1,961	21.6%
Signage Replace (2028)	1	16,000	2023	16,000	2008	2028	15	20	5	75.0%	12,000	2,585	9,415	21.5%
Solar Energy System Replace (2030)	1	140,000	2023	140,000	2015	2030	8	15	7	53.3%	74,667	16,084	58,583	21.5%
Solar Panel Cabinets Replace	1	12,000	2023	12,000	2015	2030	8	15	7	53.3%	6,400	1,379	5,021	21.5%
Electrical Panels	1	4,000	2023	4,000	2022	2023	1	1	0	100.0%	4,000	862	3,138	21.6%
<i>Set aside for infrastructure</i>				1,381,300							1,161,789	\$ 250,265	882,099	21.5%
<i>Total requirement for replacement reserve</i>				7,453,850							4,600,071	1,205,226	3,370,614	26.2%



**Seal Beach Mutual Five  
Reserve Contributions Work Sheet  
Budget Year 2023**

Fund	Estimated Remaining Life	Current Replacement Cost	Reserve Balance		Annual Contribution		
	Note (1)		Required	Est. Beg. Bal.			
Appliance		94,887	94,887	43,014	51,861	\$	8.78
Painting	0 - 2	544,850	463,800	318,264	8,280		Note (2)
Roofing	0 - 29	5,527,700	2,974,482	636,697	572,400		Note (3)
Infrastructure	0 - 23	1,381,300	1,161,789	250,265	244,920		Note (4)
Contributions to Replacement Funds			4,600,071	1,205,226	825,600	\$	139.84
Emergency				68,826		0	Note (5)
Contingency				20,706		0	Note (6)
Total for budget				\$ 1,337,771	\$ 877,461	\$	148.62

Project Reserve Contribution Comparison				
Project	2023	2022	Change	Chg PAMP
Appliance	51,861	57,097	(5,236)	(0.89)
Painting	8,280	8,240	40	0.01
Roofing	572,400	531,810	40,590	6.88
Infrastruct	244,920	165,550	79,370	13.44
Emergency	-	-	-	-
Contingency	-	-	-	-
Total	877,461	762,697	114,764	19.44

**Notes:**

- 1) *The appliance fund is used to fund the replacement of appliances and fixtures. The value of this fund is calculated annually and is the five-year average units replaced times the current replacement cost adjusted for planned expenditures during the budget year. Current installed replacement cost for this calculation is \$141,858 and the adjustment is a \$46,971 decrease for a total requirement of \$94,887. The board approved the 2023 funding of this reserve for \$51,861.*
- 2) *The board determined funding of \$8,280 for 2023.*
- 3) *The board determined funding of \$572,400 for 2023.*
- 3) *The board determined funding of \$244,920 for 2023.*
- 5) *The board determined no funding was necessary for 2023.*
- 6) *The board determined no funding was necessary for 2023.*

**Seal Beach Mutual Five  
Appliance Replacement History**

Item												Unit		Installed Cost	
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	Total	5 yr. ave	Unit	Extended
Cooktops	8	4	4	12	19	9	7	6	5	6	5	136	9	\$ 624	\$ 5,616
Ovens	6	12	11	14	6	12	10	13	7	10	7	143	10	1,477	14,769
Refrigerators	21	23	32	21	30	21	23	21	30	20	16	316	25	1,236	30,901
Hot Water Heaters	8	1	95	78	7	19	14	11	63	45	38	448	38	1,009	38,353
Garbage Disposals	32	20	14	16	5	15	21	12	15	12	9	249	17	312	5,302
Sinks - Bath	4	4	8	7	4	4	8	3	4	2	6	85	5	166	831
Sinks - Kitchen	4	2	3	5	3	3	6	5	4	3	5	84	3	699	2,098
Counters - Bath	0	3	3	4	2	2	1	3	6	2	1	43	2	720	1,439
Counters - Kitchen	5	3	5	6	6	5	3	5	2	1	6	73	5	1,747	8,737
Bath Heaters and Fan	11	-14	47	16	6	6	6	4	8	5	5	167	13	586	7,624
Toilets	18	8	8	27	17	23	20	15	9	12	4	211	16	331	5,291
Faucet - Bath	18	6	18	9	7	9	16	5	9	8	8	144	12	170	2,044
Faucet - Kitchen	32	21	33	32	17	16	26	22	32	12	19	321	27	217	5,862
Hot Water Tanks - Laundry	0	2	0	0	0	0	0	0	0	0	1	10	0	1,094	0
Washers	2	7	12	4	3	2	5	4	4	5	3	54	6	1,064	6,386
Dryers	3	10	3	5	12	4	3	1	0	3	4	57	7	944	6,605
Estimated replacement cost based on average replacement history - 2017 to 2021 x current pricing															\$ 141,858

Adjustment for estimated expenditures in 2023 \$ (46,971)  
 Combined current and contingent appliance replacements \$ 94,887

Appliances can be billed on bill codes other than replacement. As such, total replacement expenditures to the right may be less than the total value of replacement items listed above.		Actual expenditures:
	2021	\$53,629
	2020	\$53,322
	2019	\$135,322
	2018	\$103,228
	2017	\$52,801
	2016	\$127,612
	2015	\$49,194
	2014	\$38,009
	5 yr average	<u>\$79,660</u>

SEAL BEACH MUTUAL FIVE  
FLOW OF RESERVE FUNDS

Year	Beginning Fund	Annual Funding*	Interest** 0.00%	Loans or Assessments	Expenses	Ending Fund
2022						1,205,226
2023	1,205,226	825,600	0		966,650	1,064,176
2024	1,064,176	961,824	0		1,290,384	735,616
2025	735,616	1,120,525	0		1,452,372	403,769
2026	403,769	1,305,412	0		617,937	1,091,244
2027	1,091,244	1,357,628	0		790,107	1,658,765
2028	1,658,765	1,411,933	0		386,908	2,683,790
2029	2,683,790	540,064	0		360,604	2,863,250
2030	2,863,250	561,667	0		812,086	2,612,831
2031	2,612,831	584,134	0		255,888	2,941,077
2032	2,941,077	607,499	0		263,564	3,285,012
2033	3,285,012	631,799	0		292,638	3,624,173
2034	3,624,173	657,071	0		556,462	3,724,782
2035	3,724,782	683,354	0		715,732	3,692,404
2036	3,692,404	710,688	0		159,042	4,244,050
2037	4,244,050	739,116	0		174,704	4,808,462
2038	4,808,462	768,681	0		183,451	5,393,692
2039	5,393,692	799,428	0		163,680	6,029,440
2040	6,029,440	831,405	0		168,590	6,692,255
2041	6,692,255	864,661	0		173,648	7,383,268
2042	7,383,268	899,247	0		189,905	8,092,610
2043	8,092,610	935,217	0		222,423	8,805,404
2044	8,805,404	972,626	0		1,305,927	8,472,103
2045	8,472,103	1,011,531	0		1,061,521	8,422,113
2046	8,422,113	1,051,992	0		326,431	9,147,674
2047	9,147,674	1,094,072	0		1,711,613	8,530,133
2048	8,530,133	1,137,835	0		1,021,868	8,646,100
2049	8,646,100	1,183,348	0		982,327	8,847,121
2050	8,847,121	1,230,682	0		1,492,706	8,585,097
2051	8,585,097	1,279,909	0		233,369	9,631,637
2052	9,631,637	1,331,105	0		1,871,113	9,091,629
Totals		28,090,053	0	0	20,203,650	

\* Annual funding amount is scheduled to increase by 16.5% each year through 2026 and then by 4% thereafter. A significant reduction in contribution is assumed in year 2029.

\*\* Interest earned on the fund is currently not reinvested in the fund.

# *Mutual Corporation No. Five*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)  
**DATE:** SEPTEMBER 21, 2022  
**CC:** MUTUAL FILE

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I move 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 August 2022.