



REGULAR MEETING OF THE FINANCE COMMITTEE

**Tuesday, March 27, 2018 – 2:00 p.m.
Laguna Woods Village Community Center Sycamore Room
24351 El Toro Road**

AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for January 30, 2018
5. Chair Remarks
6. Member Comments (Items Not on the Agenda)
7. Department Head Update

Reports

8. Preliminary Financial Statements dated February 28, 2018

Items for Discussion and Consideration

9. Discuss Moisture Intrusion
10. Discuss Wasteline Replacements
11. Discuss Electrical Panel Replacements
12. Endorsements from Standings Committees

Future Agenda Items

Concluding Business:

13. Committee Member Comments
14. Date of Next Meeting – Tuesday, May 29, 2018 at 2:00 p.m.
15. Recess to Closed Session

Gary Morrison, Chair
Betty Parker, Staff Officer
Telephone: 949-597-4201



OPEN MEETING

REPORT OF THE REGULAR MEETING OF THE
UNITED LAGUNA WOODS MUTUAL FINANCE COMMITTEE

Tuesday, January 30, 2018 – 2:00 p.m.

Laguna Woods Village Community Center Sycamore Room, 24351 El Toro Road

MEMBERS PRESENT: Gary Morrison - Chair, Steve Leonard, Juanita Skillman, Pat English, Manuel Armendariz

OTHERS PRESENT: Andre Torng, Prakash Achrekar, Janey Dorrell

MEMBERS ABSENT: None

STAFF PRESENT: Betty Parker, Solange Backes

Call to Order

Director Morrison chaired the meeting and called it to order at 2:00 p.m.

Acknowledgment of Media

None.

Approval of Agenda

By consensus, the Committee agenda was approved with the following additions:

- Wasteline Remediation
- Financial Qualifications
- Delinquency Procedures
- Solar Savings
- Pushmatics

Approval of the Regular Meeting Report of November 28, 2018

By consensus, the Committee report was approved as presented.

Chair Remarks

None.

Member Comments (Items Not on the Agenda)

Director Torng commented on ArborPro software.

Department Head Update

None.

Review Preliminary Financial Statements dated December 31, 2017

The Committee reviewed financials through December 31, 2017. Discussion ensued and questions were addressed.

Director Leonard requested information on Electric Vehicle registrations based on the number of vehicles paying fees each month.

Pushmatics

The Committee discussed various issues surrounding the scope of electrical panel replacements.

Projections for Pushmatic panel replacements were directed to be discussed at the next M&C Committee meeting.

Wasteline Remediation

Director Morrison commented on water intrusion events.

Director Leonard asked for Wasteline remediation event code. The event code request was directed to be addressed at the next M&C Committee meeting.

Financial Requirements

Director Leonard gave background of financial requirements for income and assets and proposed changes that are currently on 30-day notice. The Committee requested further review as a future agenda item.

Records Request Fee

The Committee discussed the administrative time required to meet member records requests. Ms. Parker, Financial Services Director, clarified Civil Code guidelines for inspection of records and charges that are allowed for producing copies or redacting personal information.

Future Agenda Items

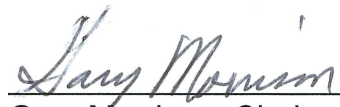
Financial Requirements.

Committee Member Comments

None.

Date of Next Meeting – Tuesday, March 27, 2018 at 2:00 p.m.

Adjournment – The meeting recessed to closed session at 3:57 p.m.



Gary Morrison, Chair

United Laguna Woods Mutual
Statement of Revenues & Expenses - Preliminary
2/28/2018
(\$ IN THOUSANDS)

	CURRENT MONTH			YEAR TO DATE			YTD 2017 ACTUAL	ANNUAL BUDGET	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE			
Revenues:									
Assessments:									
1	Operating	\$2,269	\$2,203	\$66	\$4,538	\$4,407	\$131	\$4,354	\$26,441
2	Additions to restricted funds	993	993		1,985	1,985		1,985	11,913
3	Total assessments	<u>3,262</u>	<u>3,196</u>	<u>66</u>	<u>6,523</u>	<u>6,392</u>	<u>131</u>	<u>6,339</u>	<u>38,353</u>
Non-assessment revenues:									
4	Merchandise sales	7	2	4	8	5	3	5	30
5	Fees and charges for services to residents	24	57	(33)	42	114	(72)	45	686
6	Laundry	22	20	2	37	40	(3)	23	240
7	Interest income	30	23	7	61	45	15	50	272
8	Miscellaneous	(25)	52	(77)	67	104	(37)	116	627
9	Total non-assessment revenue	<u>58</u>	<u>155</u>	<u>(96)</u>	<u>215</u>	<u>309</u>	<u>(94)</u>	<u>239</u>	<u>1,854</u>
10	Total revenue	<u>3,320</u>	<u>3,351</u>	<u>(30)</u>	<u>6,738</u>	<u>6,701</u>	<u>37</u>	<u>6,579</u>	<u>40,208</u>
Expenses:									
11	Employee compensation and related	1,023	1,098	75	2,244	2,290	45	2,137	14,007
12	Materials and supplies	226	269	43	414	538	125	361	3,230
13	Utilities and telephone	223	290	66	592	588	(4)	568	4,092
14	Legal fees	25	17	(8)	25	33	9	21	200
15	Professional fees	2	12	11	(1)	25	25	1	147
16	Equipment rental		2	1		4	4	(8)	24
17	Outside services	294	507	213	361	1,013	653	179	7,305
18	Repairs and maintenance	3	4		4	8	4	11	45
19	Other Operating Expense	13	12	(1)	18	24	6	21	166
20	Property and sales tax	853	798	(55)	1,684	1,595	(89)	1,550	9,571
21	Insurance	106	97	(9)	213	194	(18)	188	1,167
22	Investment expense	9	9		9	9		9	9
23	Uncollectible Accounts	(3)		3	(3)		3		
24	(Gain)/loss on sale or trade		(1)	(1)		(1)	(1)		(8)
25	Depreciation and amortization	18	18		35	35		37	212
26	Net allocation to mutuals	105	96	(9)	189	198	9	168	1,215
27	Total expenses	<u>2,899</u>	<u>3,227</u>	<u>329</u>	<u>5,785</u>	<u>6,554</u>	<u>770</u>	<u>5,243</u>	<u>41,384</u>
28	Excess of revenues over expenses	<u>\$422</u>	<u>\$123</u>	<u>\$298</u>	<u>\$954</u>	<u>\$147</u>	<u>\$806</u>	<u>\$1,336</u>	<u>(\$1,176)</u>

**United Laguna Woods Mutual
Operating Statement**

2/28/2018

UNITED LAGUNA WOODS MUTUAL

	Actual	YEAR TO DATE Budget	VAR\$ B/(W)	VAR% B/(W)	ANNUAL BUDGET
Revenues:					
Assessments:					
Operating					
41001000 - Monthly Assessments	\$2,698,482	\$2,698,942	(\$460)	(0.02%)	\$16,193,655
41007000 - Monthly Assessments - Property Taxes	1,649,365	1,595,248	54,117	3.39%	9,571,492
41007500 - Monthly Assessments - Supplemental Property Taxes	77,218	0	77,218	0.00%	0
41008000 - Monthly Assessments - Property Insurance	112,568	112,568	0	0.00%	675,410
Total Operating	4,537,634	4,406,758	130,876	2.97%	26,440,557
Additions To Restricted Funds					
41001500 - Monthly Assessments - Contingency Fund	177,044	177,044	0	0.00%	1,062,264
41003500 - Monthly Assessments - Replacement Fund	1,808,235	1,808,378	(143)	(0.01%)	10,850,268
Total Additions To Restricted Funds	1,985,279	1,985,422	(143)	(0.01%)	11,912,532
Total Assessments	6,522,913	6,392,180	130,733	2.05%	38,353,089
Non-Assessment Revenues:					
Merchandise Sales					
41501500 - Merchandise Sales - Warehouse	8,123	4,998	3,125	62.53%	30,000
Total Merchandise Sales	8,123	4,998	3,125	62.53%	30,000
Fees and Charges for Services to Residents					
46501000 - Permit Fee	17,374	11,250	6,124	54.44%	67,500
46501500 - Inspection Fee	9,397	13,139	(3,743)	(28.48%)	78,839
46502000 - Resident Maintenance Fee	15,092	89,870	(74,778)	(83.21%)	539,244
Total Fees and Charges for Services to Residents	41,863	114,259	(72,397)	(63.36%)	685,583
Laundry					
46005000 - Coin Op Laundry Machine	37,405	40,000	(2,595)	(6.49%)	240,000
Total Laundry	37,405	40,000	(2,595)	(6.49%)	240,000
Interest Income					
49001000 - Interest Income - Treasury Notes	14,215	0	14,215	0.00%	0
49001500 - Interest Income - Treasury Notes - Discretionary	29,909	45,372	(15,463)	(34.08%)	272,249
49002000 - Interest Income - Money Market	708	0	708	0.00%	0
49002500 - Interest Income - Gnma Securities - Discretionary	15,795	0	15,795	0.00%	0
Total Interest Income	60,627	45,372	15,255	33.62%	272,249
Miscellaneous					
46004500 - Resident Violations	3,800	0	3,800	0.00%	0
44501000 - Additional Occupant Fee	6,900	12,000	(5,100)	(42.50%)	72,000
44501500 - Lease Processing Fee - United	15,560	19,610	(4,050)	(20.65%)	117,675
44502000 - Variance Processing Fee	1,300	2,082	(782)	(37.56%)	12,500
44503000 - Stock Transfer Fee	1,750	2,290	(540)	(23.58%)	13,750
44503510 - Resale Processing Fee - United	17,486	34,228	(16,742)	(48.91%)	205,378
44507000 - Golf Cart Electric Fee	10,308	9,604	704	7.33%	57,625
44507200 - Electric Vehicle Plug-In Fee	138	2,000	(1,862)	(93.09%)	12,000
44507500 - Cartport/Carport Space Rental Fee	399	440	(41)	(9.36%)	2,640
47001500 - Late Fee Revenue	8,191	4,272	3,919	91.73%	25,628
47002010 - Collection Administrative Fee - United	400	9,164	(8,764)	(95.64%)	55,000
47002500 - Collection Interest Revenue	300	0	300	0.00%	0
47501000 - Recycling	737	372	365	98.02%	2,234
48001000 - Legal Fee	0	8,372	(8,372)	(100.00%)	50,233
49009000 - Miscellaneous Revenue	1	0	1	0.00%	0
Total Miscellaneous	67,269	104,434	(37,165)	(35.59%)	626,663
Total Non-Assessment Revenue	215,287	309,063	(93,777)	(30.34%)	1,854,495
Total Revenue	6,738,200	6,701,243	36,956	0.55%	40,207,584

Expenses:

**United Laguna Woods Mutual
Operating Statement**

2/28/2018

UNITED LAGUNA WOODS MUTUAL

	YEAR TO DATE				ANNUAL
	Actual	Budget	VAR\$ B/(W)	VAR% B/(W)	BUDGET
Employee Compensation					
51011000 - Salaries & Wages - Regular	361,596	413,166	51,569	12.48%	2,603,263
51021000 - Union Wages - Regular	805,249	1,025,369	220,120	21.47%	6,343,384
51041000 - Wages - Overtime	6,891	7,922	1,032	13.02%	47,552
51051000 - Union Wages - Overtime	16,594	10,380	(6,214)	(59.86%)	62,307
51061000 - Holiday	168,623	58,166	(110,457)	(189.90%)	361,698
51071000 - Sick	52,022	47,451	(4,571)	(9.63%)	295,069
51091000 - Missed Meal Penalty	984	264	(720)	(273.03%)	1,591
51101000 - Temporary Help	18,120	10,939	(7,181)	(65.64%)	65,653
51981000 - Compensation Accrual	44,409	0	(44,409)	0.00%	0
Total Employee Compensation	1,474,488	1,573,657	99,169	6.30%	9,780,516
Compensation Related					
52411000 - F.I.C.A.	105,682	118,128	12,446	10.54%	728,292
52421000 - F.U.I.	6,882	5,290	(1,593)	(30.11%)	10,607
52431000 - S.U.I.	60,853	26,449	(34,403)	(130.07%)	52,939
52441000 - Union Medical	297,872	335,597	37,725	11.24%	2,013,581
52451000 - Workers' Compensation Insurance	108,349	113,115	4,766	4.21%	701,603
52461000 - Non Union Medical & Life Insurance	56,493	47,049	(9,444)	(20.07%)	282,045
52471000 - Union Retirement Plan	48,601	53,191	4,590	8.63%	329,066
52481000 - Non-Union Retirement Plan	8,832	17,173	8,341	48.57%	108,194
52981000 - Compensation Related Accrual	76,170	0	(76,170)	0.00%	0
Total Compensation Related	769,733	715,992	(53,741)	(7.51%)	4,226,328
Materials and Supplies					
53001000 - Materials & Supplies	90,364	69,540	(20,824)	(29.95%)	417,731
53002500 - Printed Membership Materials	0	35	35	100.00%	214
53003000 - Materials Direct	323,187	468,615	145,427	31.03%	2,812,219
Total Materials and Supplies	413,551	538,190	124,638	23.16%	3,230,164
Utilities and Telephone					
53301000 - Electricity	26,792	34,800	8,008	23.01%	185,320
53301500 - Sewer	248,084	286,200	38,116	13.32%	1,735,200
53302000 - Water	250,029	201,400	(48,629)	(24.15%)	1,780,740
53302500 - Trash	66,555	65,193	(1,362)	(2.09%)	391,121
53304000 - Telephone	111	0	(111)	0.00%	0
Total Utilities and Telephone	591,571	587,593	(3,978)	(0.68%)	4,092,381
Legal Fees					
53401500 - Legal Fees	24,811	33,334	8,523	25.57%	200,000
Total Legal Fees	24,811	33,334	8,523	25.57%	200,000
Professional Fees					
53402000 - Audit & Tax Preparation Fees	0	8,000	8,000	100.00%	48,000
53403500 - Consulting Fees	214	5,597	5,383	96.17%	33,589
53403510 - Consulting Fees - United	(758)	10,936	11,694	106.93%	65,625
Total Professional Fees	(543)	24,533	25,077	102.21%	147,214
Equipment Rental					
53501500 - Equipment Rental/Lease Fees	315	4,199	3,884	92.49%	24,312
Total Equipment Rental	315	4,199	3,884	92.49%	24,312
Outside Services					
53601000 - Bank Fees	0	678	678	100.00%	4,071
54603500 - Outside Services CC	356,159	1,002,508	646,349	64.47%	7,223,765
53704000 - Outside Services	4,351	10,089	5,739	56.88%	77,131
Total Outside Services	360,510	1,013,276	652,766	64.42%	7,304,967
Repairs and Maintenance					
53701000 - Equipment Repair & Maint	(711)	2,493	3,204	128.52%	14,727
53703000 - Elevator /Lift Maintenance	4,339	5,078	739	14.55%	30,468
Total Repairs and Maintenance	3,628	7,571	3,943	52.08%	45,195
Other Operating Expense					
53801000 - Mileage & Meal Allowance	326	1,333	1,008	75.57%	8,026

**United Laguna Woods Mutual
Operating Statement**

2/28/2018

UNITED LAGUNA WOODS MUTUAL

	YEAR TO DATE				ANNUAL
	Actual	Budget	VAR\$ B/(W)	VAR% B/(W)	BUDGET
53801500 - Travel & Lodging	0	272	272	100.00%	1,636
53802000 - Uniforms	12,964	11,045	(1,919)	(17.37%)	72,543
53802500 - Dues & Memberships	282	470	188	40.06%	2,836
53803000 - Subscriptions & Books	573	304	(269)	(88.55%)	1,829
53803500 - Training & Education	588	1,836	1,248	68.00%	11,039
53901500 - Volunteer Support	0	271	271	100.00%	1,626
53903000 - Safety	0	6	6	100.00%	35
54001000 - Board Relations	540	833	293	35.17%	5,000
54001010 - Board Relations - United	0	500	500	100.00%	3,000
54001500 - Public Relations	3	0	(3)	0.00%	0
54002000 - Postage	2,833	7,110	4,278	60.16%	56,883
54002500 - Filing Fees / Permits	225	183	(42)	(23.22%)	1,105
Total Other Operating Expense	18,333	24,164	5,830	24.13%	165,557
Property and Sales Tax					
54301500 - State & Local Taxes	75	0	(75)	0.00%	0
54302000 - Property Taxes	1,684,134	1,595,248	(88,886)	(5.57%)	9,571,492
Total Property and Sales Tax	1,684,209	1,595,248	(88,961)	(5.58%)	9,571,492
Insurance					
54401000 - Hazard & Liability Insurance	67,182	69,778	2,596	3.72%	418,669
54401500 - D&O Liability	14,331	10,872	(3,459)	(31.82%)	65,233
54402000 - Property Insurance	131,149	112,568	(18,581)	(16.51%)	675,410
54403000 - General Liability Insurance	157	1,221	1,065	87.17%	7,328
Total Insurance	212,819	194,439	(18,379)	(9.45%)	1,166,639
Investment Expense					
54201000 - Investment Expense	9,275	9,275	0	0.00%	9,275
Total Investment Expense	9,275	9,275	0	0.00%	9,275
Uncollectible Accounts					
54602000 - Bad Debt Expense	(2,801)	0	2,801	0.00%	0
Total Uncollectible Accounts	(2,801)	0	2,801	0.00%	0
(Gain)/Loss on Sale or Trade					
54101000 - (Gain)/Loss - Warehouse Sales	(1)	(1,250)	(1,249)	(99.92%)	(7,500)
Total (Gain)/Loss on Sale or Trade	(1)	(1,250)	(1,249)	(99.92%)	(7,500)
Depreciation and Amortization					
55001000 - Depreciation And Amortization	35,366	35,366	0	0.00%	212,198
Total Depreciation and Amortization	35,366	35,366	0	0.00%	212,198
Net Allocation to Mutuals					
54602500 - Allocated Expenses	189,309	198,485	9,176	4.62%	1,214,958
Total Net Allocation to Mutuals	189,309	198,485	9,176	4.62%	1,214,958
Total Expenses	5,784,573	6,554,074	769,501	11.74%	41,383,695
Excess of Revenues Over Expenses	\$953,627	\$147,170	\$806,457	547.98%	(\$1,176,111)

**United Laguna Woods Mutual
Balance Sheet - Preliminary
2/28/2018**

		<u>Current Month End</u>	<u>Prior Year December 31</u>
Assets			
1	Cash and cash equivalents	\$3,748,700	\$881,029
2	Non-discretionary investments	7,944,069	8,943,645
3	Discretionary investments	14,870,915	14,811,378
4	Receivable/(Payable) from mutuals	1,929,928	2,264,743
5	Accounts receivable and interest receivable	517,514	484,814
6	Prepaid expenses and deposits	305,621	306,391
7	Property and equipment	91,987,986	91,987,986
8	Accumulated depreciation property and equipment	(83,750,576)	(83,750,066)
9	Beneficial interest in GRF of Laguna Hills Trust	6,162,227	6,197,083
10	Non-controlling interest in GRF	38,035,910	38,035,910
11	Total Assets	<u>\$81,752,294</u>	<u>\$80,162,913</u>
Liabilities and Fund Balances			
Liabilities:			
12	Accounts payable and accrued expenses	\$2,079,928	\$1,423,513
13	Accrued compensation and related costs	642,934	642,934
14	Deferred income	1,608,406	1,629,067
15	Asset retirement obligation	1,054,952	1,054,952
16	Total liabilities	<u>\$5,386,220</u>	<u>\$4,750,465</u>
Fund balances:			
17	Fund balance prior years	75,412,447	74,227,572
18	Change in fund balance - current year	953,627	1,184,876
19	Total fund balances	<u>76,366,074</u>	<u>75,412,447</u>
20	Total Liabilities and Fund Balances	<u>\$81,752,294</u>	<u>\$80,162,913</u>

**United Laguna Woods Mutual
Fund Balance Sheet - Preliminary
2/28/2018**

	<u>Operating Fund</u>	<u>Contingency Fund</u>	<u>Replacement Fund</u>	<u>Total</u>
Assets				
1	Cash and cash equivalents	\$3,748,700		\$3,748,700
2	Non-discretionary investments	7,944,069		7,944,069
3	Discretionary investments	14,870,915		14,870,915
4	Receivable/(Payable) from mutuals	1,929,928		1,929,928
5	Receivable/(Payable) from operating fund	(23,292,157)	3,301,551	19,990,606
6	Accounts receivable and interest receivable	517,514		517,514
7	Prepaid expenses and deposits	305,621		305,621
8	Property and equipment	91,987,986		91,987,986
9	Accumulated depreciation property and equipment	(83,750,576)		(83,750,576)
10	Beneficial interest in GRF of Laguna Hills Trust	6,162,227		6,162,227
11	Non-controlling interest in GRF	38,035,910		38,035,910
12	Total Assets	<u>\$58,460,137</u>	<u>\$3,301,551</u>	<u>\$19,990,606</u>
				<u>\$81,752,294</u>
Liabilities and Fund Balances				
Liabilities:				
13	Accounts payable and accrued expenses	\$2,119,859	(\$4,816)	(\$35,115)
14	Accrued compensation and related costs	642,934		642,934
15	Deferred income	1,608,406		1,608,406
16	Asset retirement obligation	1,054,952		1,054,952
17	Total liabilities	<u>\$5,426,151</u>	<u>(\$4,816)</u>	<u>(\$35,115)</u>
				<u>\$5,386,220</u>
Fund balances:				
18	Fund balance prior years	52,979,916	3,146,840	19,285,691
19	Change in fund balance - current year	54,070	159,527	740,030
20	Total fund balances	<u>53,033,986</u>	<u>3,306,367</u>	<u>20,025,721</u>
21	Total Liabilities and Fund Balances	<u>\$58,460,137</u>	<u>\$3,301,551</u>	<u>\$19,990,606</u>
				<u>\$81,752,294</u>

United Laguna Woods Mutual
Changes in Fund Balances - Preliminary
2/28/2018

	<u>Operating Fund</u>	<u>Contingency Fund</u>	<u>Replacement Fund</u>	<u>Total</u>
Revenues:				
Assessments:				
1	\$4,537,634			\$4,537,634
2		177,044	1,808,235	1,985,279
3	<u>4,537,634</u>	<u>177,044</u>	<u>1,808,235</u>	<u>6,522,913</u>
Non-assessment revenues:				
4	4,183		3,941	8,123
5	41,863			41,863
6	37,405			37,405
7		8,527	52,100	60,627
8	67,269			67,269
9	<u>150,719</u>	<u>8,527</u>	<u>56,041</u>	<u>215,287</u>
10	<u>4,688,353</u>	<u>185,571</u>	<u>1,864,276</u>	<u>6,738,200</u>
Expenses:				
11	1,680,304	548	563,369	2,244,221
12	140,376	22	273,154	413,551
13	591,901	(5)	(326)	591,571
14	24,811			24,811
15	(543)			(543)
16	549	1	(235)	315
17	63,216	26,769	270,525	360,510
18	3,552		76	3,628
19	16,332	1	2,000	18,333
20	1,684,209			1,684,209
21	212,819			212,819
22	18,551	(1,308)	(7,967)	9,275
23	(2,801)			(2,801)
24	(1)			(1)
25	35,366			35,366
26	165,643	17	23,650	189,309
27	<u>4,634,283</u>	<u>26,044</u>	<u>1,124,246</u>	<u>5,784,573</u>
28	<u>\$54,070</u>	<u>\$159,527</u>	<u>\$740,030</u>	<u>\$953,627</u>
29	<u>\$89,437</u>	<u>\$159,527</u>	<u>\$740,030</u>	<u>\$988,993</u>

**UNITED LAGUNA WOODS MUTUAL
NON-DISCRETIONARY ACCOUNT HELD BY BANK OF AMERICA
SCHEDULE OF INVESTMENTS
2/28/18**

I.D. NO.	DESCRIPTION	STATED RATE	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	EFFECT. YIELD	ORIGINAL COST	ANNUALIZED YTD YIELD *
912796NU9	U.S. TREASURY BILL	0.00%	12-14-17	03-08-18	3,000,000.00	1.20%	2,991,740.00	
912796LX5	U.S. TREASURY BILL	0.00%	04-28-17	04-26-18	2,000,000.00	0.97%	1,980,841.67	
912796MB2	U.S. TREASURY BILL	0.00%	08-11-17	05-24-18	1,000,000.00	1.05%	991,817.22	
912796MK2	U.S. TREASURY BILL	0.00%	08-11-17	07-19-18	2,000,000.00	1.09%	1,979,670.00	
TOTAL FOR NON-DISCRETIONARY INVESTMENTS					\$ 8,000,000.00		\$ 7,944,068.89	1.07%

*Yield is based on all investments held during the year

**UNITED LAGUNA WOODS MUTUAL
DISCRETIONARY ACCOUNT - BLACKROCK/MERRILL LYNCH
SCHEDULE OF INVESTMENTS
2/28/18**

I.D. NO.	DESCRIPTION	STATED RATE	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	EFFECT. YIELD	ORIGINAL COST	ANNUALIZED YTD YIELD *
	M.L. MONEY MARKET				\$ 720,295.92		\$ 720,295.92	
585055BQ8	CORPORATE BOND	1.50%	04-18-16	03-15-18	100,000.00	1.01%	100,969.00	
912828QG8	U.S. TREASURY NOTE	2.63%	12-15-11	04-30-18	1,000,000.00	2.63%	1,084,691.50	
89114QAG3	CORPORATE BOND	1.40%	01-10-17	04-30-18	150,000.00	1.53%	149,739.00	
912828L81	U.S. TREASURY NOTE	0.88%	11-06-15	10-15-18	250,000.00	1.24%	247,363.70	
035242AG1	CORPORATE BOND	1.90%	04-18-16	02-01-19	100,000.00	1.34%	101,526.00	
035242AG1	CORPORATE BOND	1.90%	10-23-17	02-01-19	25,000.00	1.74%	25,047.75	
912828P53	U.S. TREASURY NOTE	0.75%	02-22-16	02-15-19	200,000.00	0.95%	198,805.02	
912828KQ2	U.S. TREASURY NOTE	3.13%	11-02-10	05-15-19	594,000.00	3.77%	562,212.10	
912828KQ2	U.S. TREASURY NOTE	3.13%	11-02-10	05-15-19	150,000.00	3.18%	149,309.19	
02665WBE0	CORPORATE BOND	1.20%	11-02-10	07-12-19	150,000.00	1.57%	148,920.00	
913017CF4	CORPORATE BOND	1.50%	11-02-10	11-01-19	175,000.00	1.76%	173,717.25	
9128283N8	U.S. TREASURY NOTE	1.88%	01-02-18	12-31-19	350,000.00	1.90%	349,795.51	
94974BGF1	CORPORATE BOND	2.15%	01-10-17	01-30-20	175,000.00	2.22%	174,613.25	
912828MP2	U.S. TREASURY NOTE	3.63%	04-21-10	02-15-20	250,000.00	3.77%	246,885.77	
20030NBA8	CORPORATE BOND	5.15%	04-19-16	03-01-20	150,000.00	1.41%	171,006.00	
20030NBA8	CORPORATE BOND	5.15%	10-23-17	03-01-20	50,000.00	1.90%	53,715.50	
912828K33	U.S. TIP NOTE	0.13%	03-08-17	04-15-20	300,000.00	0.12%	314,656.48	
912828ND8	U.S. TREASURY NOTE	3.50%	07-15-10	05-15-20	500,000.00	3.02%	520,119.19	
912828ND8	U.S. TREASURY NOTE	3.50%	10-30-12	05-15-20	225,000.00	1.35%	259,524.34	
747525AP8	CORPORATE BOND	2.10%	07-12-17	05-20-20	150,000.00	2.08%	150,757.50	
17275RAX0	CORPORATE BOND	2.45%	08-18-17	06-15-20	100,000.00	1.76%	101,878.00	
912828NT3	U.S. TREASURY NOTE	2.63%	10-28-10	08-15-20	250,000.00	2.68%	248,721.70	
375558BB8	CORPORATE BOND	2.55%	04-18-16	09-01-20	100,000.00	1.72%	103,465.00	
912828M98	U.S. TREASURY NOTE	1.63%	12-24-15	11-30-20	300,000.00	1.72%	298,629.41	
035242AJ5	CORPORATE BOND	2.65%	11-01-16	02-01-21	100,000.00	2.03%	102,436.00	
035242AJ5	CORPORATE BOND	2.65%	10-24-17	02-01-21	25,000.00	2.20%	25,342.50	
46625HQJ2	CORPORATE BOND	2.55%	04-18-16	03-01-21	100,000.00	2.31%	101,049.00	
037833AR1	CORPORATE BOND	2.85%	04-18-16	05-06-21	100,000.00	1.79%	105,086.00	
037833AR1	CORPORATE BOND	2.85%	10-23-17	05-06-21	50,000.00	2.06%	51,324.50	
857477AV5	CORPORATE BOND	1.95%	10-23-17	05-19-21	50,000.00	2.06%	49,801.00	

**UNITED LAGUNA WOODS MUTUAL
DISCRETIONARY ACCOUNT - BLACKROCK/MERRILL LYNCH
SCHEDULE OF INVESTMENTS
2/28/18**

I.D. NO.	DESCRIPTION	STATED RATE	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	EFFECT. YIELD	ORIGINAL COST	ANNUALIZED YTD YIELD *
594918BP8	CORPORATE BOND	1.55%	11-01-16	08-08-21	100,000.00	1.55%	98,911.00	
912828RC6	U.S. TREASURY NOTE	2.13%	11-09-11	08-15-21	750,000.00	2.04%	755,452.22	
91324PCN0	CORPORATE BOND	3.35%	07-19-16	07-15-22	100,000.00	1.99%	107,590.00	
912828L24	U.S. TREASURY NOTE	1.88%	11-06-15	08-31-22	600,000.00	1.88%	592,149.64	
375558BC6	CORPORATE BOND	3.25%	07-20-16	09-01-22	100,000.00	2.04%	106,727.00	
375558BC6	CORPORATE BOND	3.25%	10-23-17	09-01-22	50,000.00	2.38%	51,901.00	
912828M80	U.S. TREASURY NOTE	2.00%	12-08-15	11-30-22	600,000.00	2.00%	599,954.33	
46625HJH4	CORPORATE BOND	3.20%	10-23-17	01-25-23	50,000.00	2.67%	51,270.50	
912828P38	U.S. TREASURY NOTE	1.75%	02-22-16	01-31-23	250,000.00	1.58%	252,666.52	
46625HJH4	CORPORATE BOND	3.20%	08-18-17	06-25-23	100,000.00	2.68%	102,577.00	
912828S35	U.S. TREASURY NOTE	1.38%	07-16-16	06-30-23	150,000.00	1.35%	150,176.08	
68389XBL8	CORPORATE BOND	2.40%	07-12-16	09-15-23	100,000.00	2.16%	101,531.00	
36201TAZ0/P592324	GNMA SECURITIES	4.00%	02-17-10	10-15-18	1,413.86	0.74%	7,626.11	
36200M6T5/P604882X	GNMA SECURITIES	5.00%	12-29-03	12-15-18	2,493.35	0.74%	16,743.35	
36225B3R7/P781708x	GNMA SECURITIES	5.00%	05-18-04	05-15-19	9,674.11	3.79%	12,768.55	
36290TLG2/P616927	GNMA SECURITIES	5.50%	12-23-05	12-15-20	47,295.89	4.45%	58,475.18	
36290YBU1/P621151	GNMA SECURITIES	5.50%	05-24-07	05-15-22	50,011.45	5.50%	50,011.45	
36296DDR6/P687812	GNMA SECURITIES	5.50%	09-22-08	08-15-23	38,675.50	4.03%	52,770.59	
36202FD78/P004626	GNMA SECURITIES	4.50%	02-24-10	02-20-25	128,563.53	3.36%	172,055.72	
36202FD78/P004626	GNMA SECURITIES	4.50%	09-17-13	02-20-25	152,922.76	3.67%	187,567.44	
36202FJC1/P004759	GNMA SECURITIES	4.00%	02-16-12	08-20-25	116,200.09	2.76%	168,175.72	
36202FJC1/P004759	GNMA SECURITIES	4.00%	03-19-12	08-20-25	164,104.50	2.78%	236,446.98	
3620AS6G9/P738971X	GNMA SECURITIES	3.00%	04-29-15	11-15-26	280,081.61	2.74%	306,818.61	
36176W6N6/P778777X	GNMA SECURITIES	3.50%	05-17-12	01-15-27	379,692.34	2.72%	487,821.60	
36202F2H8/P005276M	GNMA SECURITIES	3.00%	11-12-14	01-20-27	110,170.45	2.71%	121,966.95	
36179MAG5/PMA0007M	GNMA SECURITIES	3.00%	08-20-12	04-20-27	202,709.76	2.47%	246,289.12	
36179MGN4/PMA0205M	GNMA SECURITIES	3.00%	07-31-12	07-20-27	133,196.57	2.48%	160,884.07	
36179MP53/PMA0444M	GNMA SECURITIES	3.00%	12-18-12	10-20-27	175,268.08	2.51%	209,119.62	
36179MSB7/PMA0514M	GNMA SECURITIES	3.00%	05-14-14	11-20-27	175,036.20	2.71%	193,440.89	
36179MU32/PMA0602M	GNMA SECURITIES	3.00%	01-17-13	12-20-27	419,790.70	2.54%	494,868.25	
36179MZW3/PMA0757M	GNMA SECURITIES	3.00%	04-16-13	02-20-28	198,152.64	2.56%	231,968.23	
36179NMP0/PMA1266M	GNMA SECURITIES	3.50%	10-21-13	09-20-28	100,606.28	3.03%	116,130.43	
36202T7B6/P609390X	GNMA SECURITIES	5.50%	09-22-03	09-15-33	28,356.49	3.76%	41,481.52	
36213CZ52/P550764	GNMA SECURITIES	5.50%	09-19-07	09-15-35	41,179.93	6.53%	34,679.67	
36202FGD2/P004696	GNMA SECURITIES	4.50%	06-21-10	06-15-40	155,192.81	3.79%	184,102.42	
36179QJT9/PMA2074M	GNMA SECURITIES	4.00%	11-13-17	07-20-44	117,786.68	3.76%	125,206.19	
36179QL74/PMA2150M	GNMA SECURITIES	4.50%	09-11-14	08-20-44	231,943.60	3.48%	299,711.68	
36179QT50/PMA2372M	GNMA SECURITIES	4.00%	12-22-14	11-20-44	196,586.78	3.30%	238,094.26	
36179rv0/PMA3311m	GNMA SECURITIES	4.00%	03-31-16	12-20-45	189,432.07	3.53%	214,456.15	
36179SUV7/PMA4196m	GNMA SECURITIES	3.50%	02-28-17	01-20-47	132,331.92	3.33%	138,924.83	
TOTALS FOR DISCRETIONARY INVESTMENTS					13,868,165.87		14,870,914.95	2.25%
TOTAL INVESTMENTS					\$ 21,868,165.87		\$ 22,814,983.84	1.84%

*Yield is based on all investments held during the year

**United Laguna Woods Mutual
Supplemental Appropriation Schedule
Period Ending: 2/28/2018**

ITEM	RESOLUTION #	BUDGET	EXPENDITURES		
		TOTAL Appropriations	I-T-D*	REMAINING Encumbrance	STATUS

Reserve Fund

United Water Heater Electrical Upgrades	01-15-32	73,800	50,913	22,887	4 Replacements Remaining
Watts Floodsafe Device	01-16-73	294,000	56,160	0	Closed
	Total	\$367,800	\$107,073	\$22,887	

Contingency Fund

Smoke Alarm Installation	01-13-115	138,700	33,323	0	Closed
Solar Energy	01-16-53	3,794,591	3,794,951	0	Closed
	Total	\$3,933,291	\$3,828,274	\$0	

**UNITED LAGUNA WOODS MUTUAL
FUND EXPENDITURES REPORT
AS OF FEBRUARY 28, 2018**

DESCRIPTION	CURRENT MONTH		YEAR-TO-DATE		2018 BUDGET	%	VARIANCE	
	ACTUAL	BUDGET	ACTUAL	BUDGET			\$	%
RESERVE EXPENDITURES								
REPLACEMENTS								
BUILDING STRUCTURES	\$6,075	\$68,913	\$17,540	\$139,048	\$837,306	2%	\$121,507	87%
ELECTRICAL SYSTEMS	43,759	31,345	75,043	62,690	376,146	20%	(12,353)	(20%)
EXTERIOR WALKWAY LIGHTING	822	3,943	822	8,014	48,408	2%	7,191	90%
FOUNDATIONS	0	6,250	0	12,500	75,000	0%	12,500	100%
GUTTER REPLACEMENT	2,929	3,023	4,322	6,195	37,538	12%	1,872	30%
LANDSCAPE RENOVATION	0	20,833	0	41,666	250,000	0%	41,666	100%
PAINT - EXTERIOR	141,856	178,846	315,835	369,296	2,242,937	14%	53,461	14%
PRIOR TO PAINT	40,224	78,603	85,138	161,873	982,766	9%	76,735	47%
PAVING	0	0	0	0	226,001	0%	0	100%
ROOF REPLACEMENTS	0	0	0	0	1,180,000	0%	0	100%
TREE MAINTENANCE	5,341	39,287	56,155	81,790	500,408	11%	25,635	31%
WALL REPLACEMENT	0	13,550	0	27,100	162,608	0%	27,100	100%
WASTE LINE REMEDIATION	147,887	125,000	148,172	250,000	1,500,000	10%	101,828	41%
WATER LINE - COPPER PIPE REMEDIATION	0	20,833	0	41,666	250,000	0%	41,666	100%
WINDOW/SLIDING SCREEN DOOR	11,236	2,500	29,446	5,020	30,185	98%	(24,426)	(487%)
SUPL. APPROPRIATIONS	0	0	0	0	0	0%	0	0%
SUB-TOTAL	\$400,128	\$592,927	\$732,474	\$1,206,856	\$8,699,304	8%	\$474,383	39%
APPLIANCE AND FIXTURE REPLACEMENTS								
COOKTOPS	\$7,462	\$4,179	\$13,301	\$8,443	\$50,881	26%	(\$4,858)	(58%)
DISHWASHERS	14,493	5,872	20,243	11,899	71,801	28%	(8,344)	(70%)
BASINS/SINKS/TOILETS	26,373	42,165	51,485	85,581	516,602	10%	34,096	40%
GARBAGE DISPOSALS	10,551	6,679	24,897	13,508	81,434	31%	(11,389)	(84%)
HOODS	4,049	2,558	8,428	5,193	31,366	27%	(3,235)	(62%)
COUNTER TOPS/FLOORS/SHOWER ENCLOSURES	70,291	67,353	125,453	136,796	825,950	15%	11,344	8%
OVENS	14,244	5,785	26,846	11,635	69,982	38%	(15,211)	(131%)
RANGES	605	2,157	1,654	4,355	26,245	6%	2,701	62%
REFRIGERATORS	16,528	12,719	38,444	25,682	154,735	25%	(12,763)	(50%)
WATER HEATERS & PERMITS	56,056	111,412	88,757	226,531	1,368,580	6%	137,773	61%
DRYERS	0	1,594	0	3,217	19,376	0%	3,217	100%
WASHING MACHINES	82	3,332	230	6,698	40,287	1%	6,468	97%
OTHER - INVESTMENT EXPENSE	(7,968)	0	(7,968)	0	(7,968)	100%	7,968	0%
SUB-TOTAL	\$212,767	\$265,803	\$391,772	\$539,537	\$3,249,270	12%	\$147,765	27%
TOTAL RESERVE FUND	\$612,895	\$858,730	\$1,124,246	\$1,746,394	\$11,948,574	9%	\$622,148	36%

**UNITED LAGUNA WOODS MUTUAL
FUND EXPENDITURES REPORT
AS OF FEBRUARY 28, 2018**

DESCRIPTION	CURRENT MONTH		YEAR-TO-DATE		2018	%	VARIANCE	
	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	EXPENDED	\$	%
OPERATING EXPENDITURES								
PLUMBING SERVICE	\$133,319	\$94,570	\$239,200	\$195,523	\$1,189,331	20%	(\$43,676)	(22%)
CARPENTRY SERVICE	39,266	30,172	93,708	62,433	362,992	26%	(31,276)	(50%)
CONCRETE REPAIR/REPLACEMENT	47,189	27,310	79,558	56,363	342,175	45%	(23,195)	(41%)
ELECTRICAL SERVICE	27,960	32,847	58,876	67,979	413,657	14%	9,103	13%
APPLIANCE REPAIRS	25,736	20,866	54,507	43,238	263,430	21%	(11,269)	(26%)
INTERIOR PREVENTIVE MAINTENANCE	26,619	23,642	56,505	49,166	299,773	19%	(7,340)	(15%)
BLDG. REHAB/DRY ROT	696	23,632	2,036	48,775	296,403	1%	46,739	96%
JANITORIAL SERVICE	26,762	19,679	56,046	40,738	247,185	23%	(15,308)	(38%)
PEST CONTROL FOR TERMITES	0	19,196	0	38,392	230,370	0%	38,392	100%
ROOF REPAIR	1,633	41,146	5,510	82,292	152,376	4%	76,782	93%
BALCONY/BREEZEWAY RESURFACING	15,479	15,117	31,000	31,295	190,391	16%	294	1%
GUTTER CLEANING	1,541	2,177	7,214	4,512	171,235	4%	(2,702)	(60%)
COUNTERTOP/FLOOR/TILE REPAIRS	15,554	10,999	31,493	22,765	138,493	23%	(8,728)	(38%)
PAINT-TOUCHUP	13,029	10,307	33,057	21,367	129,970	25%	(11,690)	(55%)
WELDING	6,570	6,549	14,258	13,503	84,743	17%	(755)	(6%)
ENERGY PROGRAM	2,972	4,582	2,972	9,164	55,000	5%	6,192	68%
PAVING MAINTENANCE & REPAIRS	8,118	6,722	14,305	13,874	84,247	17%	(431)	(3%)
MISC. REPAIRS BY OUTSIDE SERVICE	0	5,851	1,141	11,702	70,212	2%	10,561	90%
TRAFFIC CONTROL	1,405	1,215	2,340	2,505	15,214	15%	165	7%
FIRE PROTECTION	28	788	63	1,576	9,479	1%	1,513	96%
OTHER - INVESTMENT EXPENSE	0	0	0	0	0	0	0	0%
TOTAL MAINTENANCE PROGRAMS	\$393,877	\$397,368	\$783,790	\$817,162	\$4,746,675	17%	\$33,372	4%

CONTINGENCY FUND EXPENDITURES

MOISTURE INTRUSION - RAIN LEAKS	\$568	\$16,666	\$568	\$33,332	\$200,000	0%	\$32,764	98%
MOISTURE INTRUSION - PLUMBING LEAKS	7,835	45,833	12,504	91,666	550,000	2%	79,162	86%
MOISTURE INTRUSION - PLUMBING STOPPAGES	12,671	36,270	12,671	72,540	435,252	3%	59,869	83%
MOISTURE INTRUSION - MISCELLANEOUS	1,025	5,826	1,025	11,652	69,917	1%	10,627	91%
DAMAGE RESTORATION SERVICES	0	11,858	584	24,073	145,336	0%	23,489	98%
SUPPLEMENTAL APPROPRIATIONS	0	0	0	0	0	0	0	0%
OTHER - INVESTMENT EXPENSE	0	0	(1,308)	0	0	0	0	0%
TOTAL CONTINGENCY FUND	\$22,099	\$116,453	\$26,044	\$233,263	\$1,400,505	2%	\$205,911	88%

**UNITED LAGUNA WOODS MUTUAL
MAINTENANCE PROGRAMS EXPENDITURES REPORT
AS OF FEBRUARY 28, 2018**

DESCRIPTION	TOTAL			OUTSIDE
	EXPENDITURES	LABOR	MATERIALS	SERVICES
BALCONY/BREEZEWAY RESURFACING	\$ 31,000	\$ 27,548	\$ 3,453	\$ -
BLDG. REHAB/DRY ROT	2,036	1,871	166	0
BUILDING STRUCTURES	17,540	11,153	4,780	1,607
CARPENTRY SERVICE	93,708	85,637	7,004	1,068
CONCRETE REPAIR/REPLACEMENT	79,558	71,948	7,610	0
COUNTERTOP/FLOOR/TILE REPAIRS	31,493	28,369	2,504	620
ELECTRICAL SERVICE	58,876	52,315	6,562	0
DAMAGE RESTORATION SERVICES	584	584	0	0
ELECTRICAL SYSTEMS	75,043	0	0	75,043
ENERGY PROGRAM	2,972	0	0	2,972
EXTERIOR WALKWAY LIGHTING	822	677	145	0
FIRE PROTECTION	63	0	63	0
FOUNDATIONS	0	0	0	0
GUTTER CLEANING	7,214	7,214	0	0
GUTTER REPLACEMENT	4,322	4,011	312	0
INTERIOR PREVENTIVE MAINTENANCE	56,505	56,224	281	0
JANITORIAL SERVICE	56,046	56,046	0	0
LANDSCAPE RENOVATION	0	0	0	0
MISCELLANEOUS REPAIRS BY OUTSIDE SERVICE	1,141	0	0	1,141
MOISTURE INTRUSION - RAIN LEAKS	568	0	0	568
MOISTURE INTRUSION - PLUMBING LEAKS	12,504	0	0	12,504
MOISTURE INTRUSION - PLUMBING STOPPAGES	12,671	0	0	12,671
MOISTURE INTRUSION - MISCELLANEOUS	1,025	0	0	1,025
NON WORK CENTER ADJUSTMENTS	(9,276)	0	0	(9,276)
PAINT - EXTERIOR	315,835	282,902	25,826	7,107
PAINT-TOUCHUP	33,057	31,172	1,885	0
PAVING	0	0	0	0
PAVING MAINTENANCE & REPAIRS	14,305	12,757	1,548	0
PEST CONTROL FOR TERMITES	0	0	0	0
PLUMBING SERVICE	239,200	182,608	17,431	39,160
PRIOR TO PAINT	85,138	76,356	7,578	1,204
ROOF REPAIR	5,510	0	0	5,510
ROOF REPLACEMENTS	0	0	0	0
SUPPL. APPROPRIATIONS	0	0	0	0
TRAFFIC CONTROL	2,340	2,340	0	0
TREE MAINTENANCE	56,155	56,155	0	0
WALL REPLACEMENT	0	0	0	0
WASTE LINE REMEDIATION	148,172	281	4	147,887
WELDING	14,258	14,093	165	0
WINDOW/SLIDING SCREEN DOOR	29,446	18,888	9,672	887
TOTAL PROGRAMS	\$ 1,479,832	\$ 1,081,147	\$ 96,987	\$ 301,698
APPLIANCE REPAIRS	\$ 54,507	\$ 49,721	\$ 4,786	\$ -
BASINS/SINKS/TOILETS	51,485	14,587	36,899	0
COOKTOPS	13,301	2,741	7,079	3,481
COUNTER TOPS/FLOORS/SHOWER ENCLOSURES	125,453	79,363	35,604	10,485
DISHWASHERS	20,243	6,710	10,367	3,166
DRYERS	0	0	0	0
GARBAGE DISPOSALS	24,897	8,831	16,066	0
HOODS	8,428	2,898	3,951	1,579
OVENS	26,846	4,413	15,542	6,891
RANGES	1,654	267	828	559
REFRIGERATORS	38,444	9,175	19,040	10,229
WASHING MACHINES	230	230	0	0
WATER HEATERS & PERMITS	88,757	36,938	51,819	0
TOTAL APPLIANCES	\$ 454,247	\$ 215,875	\$ 201,982	\$ 36,391