

From: [Steve Mahoney](#)
To: [Annie Rosenfeld](#); [Don Koenes](#); [Todd Martyn-Jones](#); [Steve Hogan](#)
Cc: [Patricia West](#)
Subject: TDA October 2023 5501 Meeting Acknowledgement
Date: Sunday, December 10, 2023 4:51:54 PM
Attachments: [TDA October 23 Reconciliation.pdf](#)
[TDA 10.31.23 Consolidated Accounts and Recons.pdf](#)

Ladies & Gentlemen;

This note is a formal acknowledgment that a Sub-Committee of the Tahoe Donner Association (“TDA”) Board of Directors (S. Mahoney and D. Koenes) along with members of TDA’s accounting staff and Finance Committee met on December 5, 2023 to complete the financial review called for by Section 5500 (and permitted by Section 5501) of the CA Civil Code (“Davis-Stirling Act”) for the month of October 2023.

The group (or a sub-group made up of those Directors who attended the meeting for items marked with an *) reviewed the following items as called for by CA Civil Code 5500:

- a. Current reconciliation of the association’s operating accounts,*
- b. Current reconciliation of the association’s reserve accounts *,
- c. Current year’s actual operating revenues and expenses compared to budget,
- d. Latest account statements prepared by the financial institutions for all accounts *,
- e. An income and expense statement for the association’s operating and reserve accounts, and
- f. Check register, monthly general ledger, and delinquent assessment receivable reports.

As TDA’s Treasurer, I have reviewed (i) the October 2023 month-end account statements for Tahoe Donner’s principal operating and investment accounts as provided by TDA’s banks and investment/brokerage firms, and (ii) a summary reconciliation of activity in these accounts prepared by TDA’s accounting staff. I have made appropriate inquiries of TDA staff as to satisfy me that my review of the statements for the operating and capital funds’ accounts provided by our investment firms and banks was conducted in accordance with the requirements of CA Civil Code 5500. I also confirm that the reconciliations I reviewed are accurate in all material respects in accordance with the requirements of section 5500 of the Davis – Stirling Act.

I have enclosed pdfs of the bank and investment account statements that I reviewed. During my review, I identified several items that require additional review by the TDA staff for correction, adjustment or further explanation, as follows:

1. A bond in the Stifel RRF account (3M Corporation) only has one “A” quality credit rating. This creates a consultative review process under section 6 of the TDA Investment Policy. Please organize this review process at the next Finance Committee meeting.
2. In the Stifel RRF account, there were two US Treasury securities that were sold prior to maturity. Why?
3. Two of the closed Tri Counties Bank accounts have negative GL balances. Please explain.
4. The month end balance in the PPB Assessment account as per the attached Excel spreadsheet differs materially from the balance reported in the PPB-generated reconciliation (by about \$225,000). Please explain.

Don, please review the attached account statements and reconciliation. If you too are satisfied that we have met the requirements of Sections 5500 and 5501 of the CA Civil Code, then please send a note to this group acknowledging your agreement. Thank you.

Patty, please arrange for this email message (without the attachments) to be attached to the October 5501 Meeting report that is circulated to the full Board at a future meeting.

Thanks to all for your participation. Please reach out if you have any questions.

Regards,

Steve Mahoney

Mobile: 415 866 8525

smahoney@tahoedonner.com