

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF DIRECTORS, SEAL BEACH MUTUAL ONE,
A COMMON INTEREST DEVELOPMENT, CC1350, 1351(c) (4), et al
February 23, 2017**

Following the open forum for shareholders to address the Board, the Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Luther-Stark at 9:15 a.m. on Thursday, February 23, 2017, in Conference Room A of the Administration Building, followed by the *Pledge of Allegiance*.

ROLL CALL

Present: President Luther-Stark, Vice President Collazo, Secretary Gambol, CFO Schweitzer, and Directors Barreras, Merritt, Holzer and Rahming

Absent: Director Singer

GRF Representative(s): Mrs. Perrotti, Mr. Stone

Guests: Mr. Andre, Andre Landscape Services
Eight shareholders of Mutual One

Staff: Ms. Hopkins, Mutual Administration Director
Mr. Antisdell, Building Inspector
Mrs. Aquino, Recording Secretary

President Luther-Stark introduced and welcomed the staff members and guests.

MINUTES

President Luther-Stark asked if there were any corrections to the Regular Board Meeting minutes of January 26, 2017. A correction was noted on page 4: the ninth paragraph should read, "Following a discussion, and upon a MOTION duly made by Secretary Gambol and seconded by Director Barreras, it was". The minutes were approved as corrected.

GUEST SPEAKER – Mr. Andre, Andre Landscape

Mr. Andre updated the Board on the scalping project, currently in progress.

Following a discussion, and upon a MOTION duly made by Director Holzer and seconded by Secretary Gambol, it was

RESOLVED, To allow Andre Landscape to work in Mutual One on the weekends.

The MOTION passed.

Mr. Andre left the meeting at 9:41 a.m.

BUILDING INSPECTOR'S REPORT

Inspector Antisdell presented his report (attached).

Following a discussion, and upon a MOTION duly made by Director Holzer and seconded by Director Barreras, it was

RESOLVED, To reconstruct the sidewalks at Buildings 22 and 38, and the block walls at Buildings 56 and 63, at a cost not to exceed \$20,000

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Director Holzer and seconded by Secretary Gambol, it was

RESOLVED, To purchase two mirrors as a test to place in the Mutual carports.

The MOTION failed with six "no" votes (Collazo, Schweitzer, Gambol, Holzer, Barreras, Rahming) and one "yes" vote (Merritt).

Inspector Antisdell left the meeting at 10:03 a.m.

PRESIDENT'S COMMENTS

President Luther-Stark updated the Board on the activity in the Mutual.

VICE PRESIDENT'S REPORT

Vice President Collazo verbally presented his report.

SECRETARY'S REPORT

Following a discussion, and upon a MOTION duly made by Secretary Gambol and seconded by Director Holzer, it was

RESOLVED, To approve Unit 29-B the temporary use of carport space and storage at Building 8 Carport 26, and Unit 27-A temporary use of carport space and storage at Building number 11 Carport 19.

The MOTION passed.

CHIEF FINANCIAL OFFICER'S REPORT

CFO Schweitzer reviewed the *Financial Statement Recap for December 31, 2016* (attached).

President Luther–Stark called a break from 10:30 a.m. to 10:43 a.m.

MUTUAL ADMINISTRATION MANAGER'S REPORT

Ms. Hopkins presented her Mutual Administration activity reports (attached).

Ms. Hopkins also informed the Mutual about the Member Resource and Assistance Liaison for the Golden Rain Foundation. The Member Resource and Assistance Liaison is dedicated to improving the quality of life for shareholders, and offers confidential services.

Ms. Hopkins also passed out a reminder flyer for shareholders of what not to place down the garbage disposal.

GRF REPRESENTATIVE REPORT

GRF Representatives Perrotti and Stone reported on GRF activity.

EMERGENCY AGENDA ITEM

Following a discussion, and upon a MOTION duly made by Secretary Gambol and seconded by Director Barreras, it was

RESOLVED, To add allocated emergency planning funds to the agenda.

The MOTION passed.

COMMITTEE REPORTS

Carport/Parking

Vice President Collazo discussed amending the towing policy for Mutual One. This will be brought to the next Regular Monthly Board Meeting.

Emergency Planning

Director Merritt discussed emergency event that will be taking place on March 7, 2017, from 6:00 p.m. to 8:00 p.m.

COMMITTEE REPORTS (continued)

Emergency Planning

Following a discussion, and upon a MOTION duly made by Secretary Gambol and seconded by Director Holzer, it was

RESOLVED, To allocate \$250 for the next emergency planning event on March 7, 2017.

The MOTION passed.

OLD BUSINESS

Following a discussion, and upon a MOTION duly made by Secretary Gambol and seconded by Director Holzer, it was

RESOLVED, To ratify amended/posted Policy 7425.01 – Landscape Areas, Trees, and Shrubs.

The MOTION passed.

NEW BUSINESS

Following a discussion, and upon a MOTION duly made by Vice President Collazo and seconded by Director Holzer, it was'

RESOLVED, To accept the New Buyer/Physicians letter.

The MOTION passed.

Upon a discussion, President Luther–Stark postponed action on changing ballast type lights to LED lights until the next Regular Board Meeting.

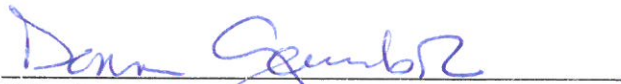
Following a discussion, President Luther–Stark appointed a committee for the Landscape Contract of Vice President Collazo as Chair, Secretary Gambol, Director Barreras, and Advisory Director Almeida.

DIRECTORS' COMMENTS

Several Directors made comments.

ADJOURNMENT

There being no further business to conduct, President Luther-Stark adjourned the meeting at 11:32 a.m. and announced an Executive Session would follow to discuss member issues.



Attest

Donna Gambol, Secretary
SEAL BEACH MUTUAL ONE

ka.2/24/17

Attachments

**NEXT BOARD MEETING: March 23, 2017 at 9:15 a.m.
Administration Building Conference Room A**

RESOLUTIONS IN THE REGULAR
MONTHLY MEETING FEBRUARY 23, 2017

- 2/23/17 RESOLVED, To allow Andre Landscape to work in Mutual One on the weekends.
- RESOLVED, To reconstruct the sidewalks at Buildings 22 and 38, and the block walls at Buildings 56 and 63, at a cost not to exceed \$20,000
- RESOLVED, To approve Unit 29–B the temporary use of carport space and storage at Building 8 Carport 26, and Unit 27–A temporary use of carport space and storage at Building number 11 Carport 19.
- RESOLVED, To add allocated emergency planning funds to the agenda.
- RESOLVED, To allocate \$250 for the next emergency planning event on March 7, 2017.
- RESOLVED, To ratify amended/posted Policy 7425.01 – Landscape Areas, Trees, and Shrubs.

INSPECTORS MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : JERRYANTISDEL

MUTUAL BOARD MEETING DATE: 02/23/2017

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
3-A	WASHER/DRYER	BOTH	10/24/16	11/30/16	NO	10/25/16 FRAM/ELEC/PLUM	BERGKVIST
3-A	WASHER/DRYER	BOTH	10/24/16	11/30/16	NO	11/22/16 FINAL	BERGKVIST
3-A	ELECTRICAL PANEL	BOTH	12/09/16	01/08/17	NO	01/27/17 FINAL	BERGKVIST
12-G	COUNTER TOP/TUB	BOTH	02/27/17	05/12/17	NO	NONE	LOS AL BLDRS
13-F	FLUSH BEAM	BOTH	10/06/16	12/31/16	NO	NONE	LOS AL BLDRS
13-F	FLUSH BEAM	BOTH	10/06/16	12/31/16	NO	FRAMING/ELE 12-12-16	LOS AL BLDRS
13-F	FLUSH BEAM	BOTH	10/06/16	12/31/16	NO	12/14/16 INSULATION	LOS AL BLDRS
13-F	FLUSH BEAM	BOTH	10/06/16	12/31/16	NO	12/15/16 DRYWALL	LOS AL BLDRS
13-F	FLUSH BEAM	BOTH	10/06/16	12/31/16	NO	01/05/17 FINAL	LOS AL BLDRS
18-B	SHOWER CUT DOWN	BOTH	01/04/17	01/05/17	NO	01/17/17 FINAL	NU KOTE
22-G	FLOORING	GRF	11/15/16	12/15/16	NO	01/17/17 FINAL	KARYS CARPET
23-F	REMODEL/ADDITION	BOTH	10/15/16	04/15/17	NO	NONE	NATIONWIDE PAINTING
23-F	REMODEL/ADDITION	BOTH	10/15/16	04/15/17	NO	01/26/17 UNDERGROUND	NATIONWIDE PAINTING
23-R	FLOORING	GRF	02/20/17	03/30/17	NO	NONE	KARYS CARPET
24-A	WINDOWS	BOTH	01/10/17	02/10/17	NO	01/19/17 FINAL	SWENMAN
24-A	FLOORING	GRF	12/29/17	01/29/17	NO	01/12/17 FINAL	KARYS CARPET
26-L	HEAT PUMP	BOTH	01/12/17	04/12/17	NO	01/27/17 FINAL	GREENWOOD
27-E	DRYWALL	BOTH	01/09/16	02/10/17	NO	NONE	BERGKVIST
29-L	COUNTER TOPS	BOTH	02/07/17	02/28/17	NO	NONE	KONRAD
30-B	SHOWER CUT DOWN	BOTH	11/29/16	12/29/16	NO	02/07/17 FINAL	NU-KOTE
31-G	REMODEL/ADDITION	BOTH	10/12/16	03/30/17	NO	NONE	KRESS
35-H	DUEL HEAT PUMP	BOTH	12/22/16	01/22/17	NO	01/27/17 FINAL	GREENWOOD
31-G	REMODEL/ADDITION	BOTH	10/12/16	03/30/17	NO	11/10/16 UNDERGROUND	KRESS
35-H	SHOWER/WASHER/DRYER	BOTH	10/17/16	11/30/16	NO	11/07/16 PLUMBING/ELE	BJ &COMPANY
35-H	SHOWER/WASHER/DRYER	BOTH	10/17/16	11/30/16	NO	12/02/16 FINAL	BJ &COMPANY
35-H	SHOWER/WASHER/DRYER	BOTH	10/17/16	11/30/16	NO	11/10/16 HOT MOP	BJ &COMPANY
43-E	PATIO RESURFACE	GRF				02/15/17 FINAL	STONEWAYS
46-G	REMODEL/ADDITION	BOTH	08/08/16	02/08/17	NO	NONE	ALPHA MASTER BLDRS
46-G	REMODEL/ADDITION	BOTH	08/08/16	02/08/17	NO	08/15/16 FOOTINGS	ALPHA MASTER BLDRS
46-G	REMODEL/ADDITION	BOTH	08/08/16	02/08/17	NO	09/23/16 FRAM/PLUM/ELEC	ALPHA MASTER BLDRS
46-G	REMODEL/ADDITION	BOTH	08/08/16	02/08/17	YES	10/04/16 DRYWALL	ALPHA MASTER BLDRS
46-G	REMODEL/ADDITION	BOTH	08/08/16	02/08/17	YES	10/07/16 SCRATCH COAT	ALPHA MASTER BLDRS
46-G	REMODEL/ADDITION	BOTH	08/08/16	02/08/17	YES	01/17/17 FINAL	ALPHA MASTER BLDRS
46-G	HEAT PUMP	BOTH	09/01/16	12/01/17	NO	NONE	YES
50-H	FLOORING	GRF	02/10/17	03/10/17	NO	NONE	KARYS CARPET
52-E	SLIDER/WINDOW	BOTH	12/27/16	01/27/16	NO	01/19/17 FINAL	SWENMAN
55-I	PATIO CARPET	GRF	11/28/16	12/28/16	NO	1/12/2017 FINAL	LW DÉCOR
57-H	FLOORING	GRF	01/13/17	02/15/17	NO	01/27/17 FINAL	NATIONWIDE PAINTING
59-F	REMODEL KITCHEN	BOTH	01/16/17	02/28/17	NO	NONE	BERGKVIST
59-F	REMODEL KITCHEN	BOTH	01/16/17	02/28/17	NO	01/19/17 PLUM/ELECT/FRAM	BERGKVIST
62-C	COUNTER TOPS KIT/BATH	BOTH	02/03/17	03/28/17	NO	NONE	LW DÉCOR

ALL SHADED AREAS HAVE BEEN SIGNED OFF

INSPECTORS MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : JERRYANTISDEL

MUTUAL BOARD MEETING DATE: 02/23/2017

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
1-F		07/02/16					
6-D		09/27/16					
6-G		04/17/15	03/16/16	03/18/16	04/01/16		
6-L		12/30/13					
7-E		11/13/15					
9-A		02/05/16					
10-E		03/03/15					
10-F		12/18/13					
11-C		02/18/16					
11-E		09/27/16	01/20/17				
12-A		03/15/16	07/01/16	07/01/16	07/18/16	07/29/16	
12-G		03/23/16	08/10/16	09/23/16	10/07/16	11/22/16	
14-J		08/31/16					
18-J	12/9/2016						
20-D		01/18/14					
20-F		05/02/16					
21-G		10/01/14					
24-A		10/25/16					
28-D		02/19/16	04/18/16	04/25/16	05/09/16		
28-L		09/07/16					
29-A		03/29/16	06/27/16	06/28/16	07/13/16		
29-C		01/11/16					
30-B		09/27/16	10/19/16	10/19/16	11/02/16	01/26/17	
31-J		03/23/16	06/22/16	06/22/16	07/06/16		
35-E		02/16/17					
41-A		11/14/16					
42-H		07/13/16					
44-B		12/22/16	01/23/17				
46-J		04/14/14					
48-D		04/27/16	07/22/16	07/22/16			
49-H		01/30/17	02/08/17	02/15/17	03/02/17		
49-L		12/19/16	02/15/17	02/16/17	03/03/17		
50-I		12/18/13					
50-H		08/24/16					
53-B		09/06/16	01/13/17				
52-L		02/09/16	03/21/16	03/23/16	04/06/16		
57-H		11/14/16	12/19/16	12/29/16	01/13/17	02/07/17	
57-I		12/11/14					
59-I		07/25/16					
59-I	REDO NEW AGENT	09/23/16	01/18/17	01/19/17	02/02/17		
60-I		08/16/16					
62-C		11/22/16	01/11/17				
62-J		11/22/16	12/09/16	12/09/16	12/23/16	01/06/17	
63-J		06/28/13					
63-L		10/10/16	02/03/17				
64-C		06/30/16					
67-D		02/02/17					
68-H		03/25/16					
69-G		06/22/16					
70-I		03/14/16	03/29/16	04/12/16			

ALL SHADE AREAS HAVE BEEN SIGNED OFF

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation
FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

CONTRACTS 2016/2017	
CONTRACTOR	PROJECT
ERC ABATEMENT THEY ARE AT BUILDING 67	
NELSON PLUMBING THEY ARE AT BUILDING 66	
ANDRE LANDSCAPE FOR ROTARY NOZZLE REPLACEMENTS	
ANDRE LANDSCAPE FOR SCALPING OF ALL TURF AND RYE SEED APPLICATION BUILDINGS 1-70	
POWDER COATING OF 385 WALK LIGHTS ALL DONE AND THEY LOOK GREAT	
INSTALL CLEAN OUTS FOR 7 WHEELS FOR EMPIRE PIPE STILL NEED TO CLEAN UP DIRT	
BUILDING 22 SIDEWALK REPLACEMENT	
BUILDING 38 SIDEWALK REPLACEMENT	
MJJURADO BLOCK WALL REPLACEMENT AT BUILDING 58	
MJJURADO BLOCK WALL REPLACEMENT AT BUILDING 63 COST TO DO ALL 4 LOCATIONS \$27000.00	
ALL SHADED AREAS HAVE BEEN COMPLETED	

MUTUAL AND SHAREHOLDER REQUEST	
CALLS AND VISITS TO UNITS 61	
MIRRORS FOR CARPORTS 12 INCH TO 32 INCH COST RANGE FROM \$72.00 TO \$230.00 PER MIRROR	AT LEAST 18

1001 Seal Beach Mutual No. One
 Financial Statement Recap
 12/31/2016

P.O. Box 2069
 Seal Beach CA 90740

Dec Actual	Dec Budget		2016 Y-T-D Actual	2016 Y-T-D Budget
191,790	191,795	Carrying Charges	2,301,498	2,301,485
88,105	88,098	Reserve Funding	1,057,264	1,057,264
279,896	279,893	Total Regular Assessments	3,358,762	3,358,749
3,215	3,587	Service Income	38,593	43,044
2,735	3,663	Financial Income	36,663	43,956
2,851	2,248	Other Income	46,419	27,042
8,800	9,498	Total Other Income	121,675	114,042
288,696	289,391	Total Mutual Income	3,480,437	3,472,791
121,663	121,658	GRF Trust Maintenance Fee	1,459,956	1,459,951
23,287	24,413	Utilities	264,678	292,901
8,296	1,298	Professional Fees	39,626	15,598
0	29	Office Supplies	3	304
82,253	35,601	Outside Services	556,101	427,300
6,359	18,294	Taxes & Insurance	215,507	219,473
88,105	88,098	Contributions to Reserves	1,057,264	1,057,264
329,963	289,391	Total Expenses Before Off-Budget	3,593,135	3,472,791
(41,267)	0	Excess Inc/(Exp) Before Off-Budget	(112,698)	0
0	0	Depreciation Expense	3,858	0
(41,267)	0	Excess Inc/(Exp) After Off-Budget	(116,556)	0
		Restricted Reserves		
(7,198)	0	Appliance Reserve Equity	37,580	0
(2,945)	0	Painting Reserve	382,498	0
0	0	Operating Reserve Equity	343,258	0
(77,900)	0	Roofing Reserve	195,377	0
(3,739)	0	Emergency Reserve Equity	473,717	0
49,100	0	Infrastructure Reserve	1,398,858	0
(42,682)	0	Total Restricted Reserves	2,831,288	0

Mutual One Board of Directors

President's Report
Saundra Luther Stark

February 23, 2017

Where to begin? Need I mention that we have had rain? Only 3 complaints that skylights were leaking. That is good. Unfortunately, skylights are the member's responsibility.

I really thought that GRF's new parking restrictions would be a huge issue. I have had only 2 complaints to the Hotline. When I investigated these reports- the member's guest were at fault.

So REMEMBER- YOU ARE RESPONSIBLE for guests you invite into Leisure World. It is up to you, to advise your guest to obey our laws and of course OBEY Security personnel. If Security asks you to stop at the gate, YOU STOP! Violators can be arrested. With my blessing, I might add. We all had to make a conscious decision to abide by the rules, when we moved in. IF you cannot abide by GRF or Mutuals' Rules, then this is not the place for you. GRF is issuing parking tickets on Trust Streets. There may be a warning noted. However if an amount is shown – it is your responsibility to pay your ticket.

Speaking of Rules, ELECTIONS ARE STARTING. You have ideas, you have had life's experiences, and if you care about where you live, consider running for either GRF representative or the Mutual One Board of Directors. Here we have on the job training and we look forward to working with you. This year four Directors will be elected for a 2 year term. Check with Stock Transfer for the Candidate Applications. That period starts in March and continues to the middle of April.

The ballots go out in May and the election for directors is June 12th.

Parking: Only cars with Leisure World decals may park in your carport. Please contact a board member for a temporary parking permit for either your guest or you. (If your car is being repaired and you have a loaner)

Fire Inspections for Bldgs 1-35 start March 1st. For this inspection only, we ask that you be present. If not, the inspection will proceed, but we will return. Please call the Hotline 562-804-8718 to schedule a date, you will be home.

There will be a Mutual One Open House on Sunday April 2nd in Clubhouse One. 3pm – 5 pm. Your questions will be answered by our Directors. Enjoy our cooler weather, as I have a feeling, this summer will be a hot one.



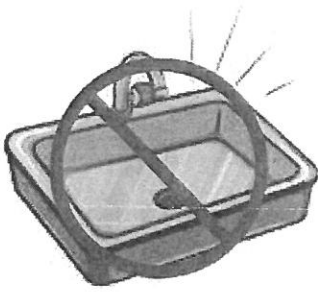
Golden Rain Foundation

Member Resource and Assistance Liaison

The Member Resource and Assistance Liaison is dedicated to improving the quality of life for residents. The Member Resource Liaison is available for crisis intervention, linkages to community resources, and support. For confidential and free service please contact this department if you are:

- Grieving the loss of a loved one
- Caring for an ill or aging relative
- Coping with a life changing diagnosis
- Making long-term care arrangements
- Feeling overwhelmed and stressed
- In need of assistance in your home
- Interested in a volunteer opportunity
- Homebound and in need of a friendly visitor

Contact Cynthia Tostado, LCSW Member Resource and Assistance Liaison at 562-431-6586 X 317



PROPER USE OF GARBAGE DISPOSAL

When using the garbage disposal be sure to run plenty of water!

Follow these easy steps when using the garbage disposal:

1. Turn on the cold water
2. Turn on the disposal
3. Feed the material into the disposal a little at a time
4. When the hammering stops, turn off the disposal and keep the water running for one minute
5. Make sure to run the disposal every day, even though you are not putting it to normal use
6. If the disposal stops working, locate the RED re-set button on the bottom surface of the unit and hold for 30-seconds.

REMINDER

Please do not grind these items

Bones

Carrot peelings

Celery & Rhubarb Stalks

Coffee Grounds

Corn Cobs—Husks or Silks

Egg Shells

Onion Skins

Pea Pods

Potato Peelings

Grease

Pills

Glass

Rice

Any fibrous materials

If the disposal is not grinding as well as it should, grind some ice to sharpen the blades.

To deodorize the disposal grind some lemon, lime or orange rinds.

February 23, 2017

Dear Mutual One Shareholders and Members,

Are you still loving the rain? I have no recent memory of having so much rain, but one thing I know for sure.... we are going to have a spectacular spring!!

Included in this communication are discussions and decisions at the various committee meetings.

Security, Bus & Traffic Committee

An electric golf cart has been added to the GRF fleet which will be used by the Security Chief. Policies 5536-05-37; After Hours Visitors, 3370-37; Vehicle Maintenance Program, 5533-37; Process Service, 1911-37; One Way Street, 1914-37; Restricted Parking/ Accessible Parking Spaces, will be voted on by the GRF Board of Directors to rescind.

ITS Committee

The LW website comments were discussed. The Committee also agreed on GAF Income Tax Services providing the ITS Systems Analyst with their contact information, which could then be made available to Shareholders. Policies 5045-34; Board Member use of Foundation Equipment, 5046-34; Records Management, 5046A-34; Records Disposition Review and Approval, 5046A-34; Request for Document Retrieval, were discussed. The Committee also advised the Executive Director to invite the Director of Finance to the Committee's next scheduled meeting to discuss the procedure of records disposition. The Committee will send the information about the On-Site sales website to the Finance Committee. The ITS Systems Analyst informed the Committee of receiving bids from three vendors to provide the community with IT consulting services. A meeting will be arranged with these vendors and the full board will have a question and answer session after the presentation of their services. The Recreation Manager and the Publications Manager will create a draft of the Website Policy and present it for the Committee's review at the next scheduled meeting. The Committee discussed current and potential contents of electronic signboards. The Executive Director will present a draft of the Electronic Signboards policy for the Committee's review at the next scheduled meeting. The Executive Director provided the Committee with updates on installation of the poles for a fiber optic data transmission between the departments. The Committee discussed Conference Room C upgrades to be used by the Mutuals. A display screen, and stand alone system to store information with an approximate cost of \$1500 will also be installed in Conference Room C.

Strategic Planning AD Hoc Committee

The Executive Director provided the Committee with the updates on 2016-17 projects. It was the consensus of the Committee to add Signage as a part of the Streets Phase III Reserve Funding Project under 2017. The Committee agreed on reviewing previously put

together mission and vision statements. The New Buyer Video will include the mission and vision statements.

Publications Committee

The Publications Manager reported that 2000 Shareholders have signed up for LW Live and will explore other methods of getting more participants. Photos were shared for the LW website and updated photos of the Healthcare Center and Pharmacy will be taken. The LW Weekly will publish a reader's survey. It was the consensus of the Committee not to approve advertisement from California PCH, Marijuana in the LW Weekly. The Publications Manager reported that \$9000 has been received in advertisement sales thus far this year. Policies 2869-36; LW Live, will be forwarded to the BOD for final approval. Policies 2865-36; PSA Advertisement, 2866-36; Acceptable Bilingual Advertisements, 2867-36; Political, Government and Religious Advertising, 2868-36; Transportation Advertising, were all discussed.

Recreation Committee

The Committee approved the purchase and installation of two self-contained auxiliary Air Extraction Units for both woodshops in the amount not to exceed \$2000. This will be forwarded to the Finance Committee for approval. The Lapidary and Jewelry Club requested the Committee's approval to fund, create and install a display cabinet in the hall of Clubhouse Four. This item was forwarded to the ADRC Committee. A request was made by a Shareholder to purchase an additional piece of exercise equipment for the gym. The consensus of the Committee was not to purchase the piece of equipment. The Executive Director gave updates on Clubhouse Two and the Multipurpose Court. Discussion of the LW Flea Market and further discussion will be done at the next meeting. Discussion of Clubhouse Two closure from September 1, 2017 to October 31, 2017 for renovation. The Committee approved the September 9, 2017 City Expo Event. Policies 5561.50; Board Internal Operations Recreation Program, 1471.50; Display of Trophies, 1405.50; Literature-Community Facilities, 1406.1-50; Ladies Pool and Billiard Room, 1429.1-50; Golf Course Regulations, 1411.3-50; Maximum Room Capacities, 1423-50; Bulletin Boards, 1463-50; Table Tennis Rules, 1429.02-50; Golf Course Rules, 2501-35; Library Patron Use, were discussed

Executive Committee

The Committee adopted the Parking Specialist Job description. The Committee concurred to rescind policies 5031-30; Escrows, 1020-30; Door to door Solicitation, 5032-30; Indemnification Resolution, 5551-30; Paramedic Program, and Regulation, 2004.01-30; Correspondence and 5102-30; Quorum. The Committee approved a purchase request for thirteen automated external defibrillator units at a cost not to exceed \$26,000. This request will be sent to the Finance Committee.

Architectural Design and Review Committee

The Committee had a guest speaker from Mission Landscape Architecture to present three Landscape Concept plans for the Main Gate entry. The Facilities Director provided samples of roofing materials and colors for Clubhouse Two. The Christmas Holiday Decorating Sub-Committee was disbanded. The Facilities Director reported that the Physical Properties Committee will be requesting bids for the removal of the trees on South St. Andrews. The white mailboxes throughout the community will be painted white and place the new GRF logo on them. The Committee will review Policy 5160-ADR to determine landscaping responsibilities.

Physical Properties Committee

The Committee approved Urban Crossroads to provide Intersection Traffic Control Evaluation services for the Intersection of Oakmont at St. Andrews in an amount of \$2200 and send it to the Finance Committee for funding approval. The Committee approved the St. Andrews concept alternative one, to retain 4 lanes on St. Andrews Drive, and to forward it to the BOD for final approval. The project Coordinator was advised to re-evaluate the length of parallel parking spaces by reducing the size and therefore increasing the number of parking spaces. The Committee reviewed signage requirements and costs in compliance with CAMUTCD and Seal Beach Police regulations throughout the community. The Committee approved the purchase of Engineer grade signs and replaced throughout the community. The Committee also discussed adding marked crosswalks as part of the gate design, and repainting red curbs in the community. The Executive Director also stated that the red curbs may need to be sandblasted before repainting. An RFP for red curbs to the contractors and the bids will be reviewed at a future meeting. The Facilities Director stated that the costs to install the stairs and the railing on the opposite side of the ramp at the post office building were approved and more information will be forthcoming at the next scheduled meeting. The Facilities Director stated that according to the Mutuals' policy, it is the Shareholders' responsibility to make sure that unit's lock box contains the correct key. This will be added to the Inspectors' list of duties. The Committee approved to have Urban Crossroads present a drawing for the Clubhouse Six parking lot striping at the next scheduled meeting. The Executive Director advised the Facilities Director to present the costs on creating a better drainage system on St. Andrews and Golden Rain Rd. at the next scheduled meeting. The Committee approved the improvements to the first floor of the Administration Building. It was the consensus of the Committee to discuss Building Five 1st floor improvements project at a later time. They also approved the extension of the contract with Johns Landscape Service (JLS) to December 31, 2017 to align it with the Golf Course contract expiration date. The Committee approved the replacement of the concrete on the west end of Clubhouse Six, and forward the request to the Finance Committee for review and funds availability. It was the consensus of the Committee to dispense with the St. Andrews Drive Project Sub-Committee.

Mutual Administration Committee (MAC)

The Committee reviewed the following policies: 2115-33; Distribution Business Services, and moved to rescind policy 2710-33; Eligibility criteria-Emergency Needs and 1023.01-33; Regulations for Pet Ownership-GRF. They moved to recommend the GRF BOD amend Policy 1023-33; Pet Ownership Rules.

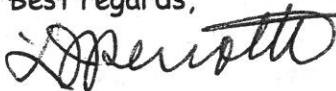
Finance Committee

The Committee approved Reserve funding request for improvements to the first floor of the Administration Building for both the Finance and Stock Transfer Departments, including replacement of the existing lighting with LED fixtures, painting all the rooms, carpet replacement on the first floor, replacement of work stations for a cost not to exceed \$92,151 and forward to the BOD for final approval. Approved the amount of \$2200 for the purpose of conducting a Traffic Control Evaluation at the intersection of Oakmont Road/St. Andrews Drive and Interlachen Road/St. Andrews Drive provided by Urban Crossroads, our community's Traffic Engineer. The Committee approved Reserve funding request in the amount of \$8000 for the replacement of concrete on the west end of Clubhouse Six, capital funding request in an amount not to exceed \$2000 for the purchase of two self-contained auxiliary Dust Extraction units for both LW woodshops, approved capital funding request and recommend to the BOD for approval for the purchase of 13 Physio-Control LIFEPAK CR Plus AED units which will be placed in all our Clubhouses, Administration Building, Building Five, the Library, Amphitheater and Security in an amount not to exceed \$26,000. The following policies will be rescinded, 2283-31; Returned checks, 2290-31; Cable Television Service Collection, 2243-31; Capital Projects, 2261-31 Verification of Expense Reports, 3210-31; Returned checks, 5524-31, 5524.01-31; Non-current Receivables and Payables, 5527-31; Repurchase Agreement.

As you know, the new parking policy 1927 is now in effect. Please read the signs to avoid getting a ticket that has a monetary fine. We will probably have some more rain for a couple of weeks, but the flowers are already starting to bloom. Stop and smell the roses!

I hope to see you at the next Mutual One Board meeting--last Thursday of the month in the Administration Building (upstairs) at 9:00 am. The GRF BOD meeting is the last Tuesday of the month in Clubhouse Four at 10:00 am. Come and see the renovated Clubhouse Four...there will be refreshments at the BOD meeting in February!

Best regards,



Leah Perrotti

GRF Director for Mutual One

