

**A G E N D A**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL ONE**  
**A DAVIS-STIRLING ACT COMMON INTEREST DEVELOPMENT**  
**ADMINISTRATION BUILDING CONFERENCE ROOM A**  
**November 30, 2017 Meeting Begins 9:15 a.m.**  
**(Open Forum for shareholders/residents-2 minutes 9:00 a.m. to 9:15 a.m.)**

- CALL TO ORDER & *PLEDGE OF ALLEGIANCE* S. Luther-Stark
- ROLL CALL C. Day
- INTRODUCTION OF GRF REPRESENTATIVE'S, GUEST(S), AND STAFF: S. Luther-Stark
- Mrs. Perrotti, GRF Representative Mr. Stone, GRF Representative  
Ms. Hopkins, Mutual Administration Director Ms. Day, Recording Secretary  
Mr. Antisdell, Building Inspector
- APPROVAL OF MINUTES: **Regular Meeting of October 26, 2017**  
**Special (agenda) Meeting of November 14, 2017(page 3)**
- GRF REPRESENTATIVES' REPORTS R. Stone, L. Perrotti
- BUILDING INSPECTOR'S REPORT (pages 5-6) J. Antisdell
- a. Quote for cement at the end of Carports
- PRESIDENT'S REPORT S. Luther-Stark
- CHIEF FINANCIAL OFFICER'S REPORT B. Schweitzer
- DIRECTOR'S REPORTS
- MUTUAL ADMINISTRATION DIRECTOR'S REPORT Ms. Hopkins
- UNFINISHED BUSINESS
- a. Ratify amended/posted Policy 7510.01 – Eligibility Requirements (pages 7-10)
- NEW BUSINESS
- a. Discuss adopting Policy 7410.01 – Fire & Safety Inspections and rescind  
Policy 7410 – Fire & Safety Inspections (pages 11-15)
- b. Appoint a Parking Review Panel in accordance with Policy 7502.01.1 – Adoption of GRF Policy Parking Rules (page 17)
- c. Appoint EPIC Council Representative (page 19)
- d. Air Quality Monitor – Purple Air (page 21)
- DIRECTORS' COMMENTS
- SHAREHOLDERS' COMMENTS
- ADJOURNMENT
- EXECUTIVE SESSION IF NECESSARY (member issues; legal; approve previous minutes, if required)

**STAFF WILL LEAVE THE MEETING BY 12:10 P.M.**

**NEXT REGULAR BOARD MEETING: January 25, 2017, at 9:00 A.M.**  
**ADMINISTRATION BUILDING CONFERENCE ROOM A**

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**MINUTES OF THE SPECIAL (AGENDA) MEETING OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL ONE**

**November 14, 2017**

A Special Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Luther-Stark at 9:02 a.m. on Tuesday, November 14, 2017, in Building 5, Conference Room C.

Those members present were: President Luther-Stark, Vice President Tous, Secretary St. Aubin, and Directors Barreras, Collazo, Singer and Advisory Director Almeida. CFO Schweitzer, Director Gambol and Holzer were absent. Also present was one shareholder of Mutual One.

The purpose of the meeting was to discuss agenda items for the November 30, 2017, Regular Monthly Board Meeting.

President Luther-Stark adjourned the meeting at 10:15 a.m.

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Attest

JoAnn St. Aubin, Secretary  
SEAL BEACH MUTUAL ONE

ka:11/21/17

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# INSPECTORS MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : JERRYANTISDEL

MUTUAL BOARD MEETING DATE: 11/30/2017

## PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
1-H	WASHER/DRYER	BOTH	08/09/17	10/31/17	NO	NONE	BERGKVIST
1-H	WASHER/DRYER	BOTH	08/09/17	10/31/17	NO	08/31/17 FRAM/PLUM/ELEC	BERGKVIST
1-H	WASHER/DRYER	BOTH	08/09/17	10/31/17	NO	11/06/17 FINAL	BERGKVIST
3-A	CARPORT CABINET	GRF	08/15/17	09/30/17	NO	NONE	HANDYMAN
4-B	FOORING	GRF	11/15/17	12/15/17	NO	NONE	KARYS CARPET
4-D	MOE STRIP AT GARDEN	GRF	10/25/17	11/25/17	NO	NONE	FRANKS GARDENING
10-H	PATIO CARPET	GRF	10/29/17	12/10/17	NO	NONE	KARYS CARPET
11-L	FLOORING	GRF	10/20/17	11/20/17	NO	11/06/17 FINAL	KARYS CARPET
12-E	HEAT PUMP	BOTH	11/07/17	12/07/17	NO	11/15/17 FINAL	ALPINE
12-H	CART PAD	GRF	10/20/17	11/20/17	NO	NONE	JOHNS LANDSCAPE
13-B	HEAT PUMP	BOTH	12/04/17	03/04/18	NO	NONE	GREENWOOD
14-F	COUNTER TOPS REMODEL	BOTH	12/06/17	01/19/18	NO	NONE	BERGKVIST
14-I	FOORING	GRF	10/30/17	11/30/17	NO	10/30/17 FINAL	NATIONWIDE PAINTING
18-E	HEAT PUMP	BOTH	11/09/17	03/10/18	NO	NONE	GREENWOOD
18-K	CART PAD	GRF	10/30/17	11/30/17	NO	NONE	FRANKS GARDEN
21-H	HEAT PUMP	BOTH	09/15/17	12/15/17	NO	NONE	GREENWOOD
21-H	KITCHEN REMODEL	BOTH	12/04/17	02/28/18	NO	NONE	GAMBOA CONSTRUCTION
22-D	SHOWER CUT DOWN	BOTH	11/03/17	12/03/17	NO	NONE	NU KOTE
22-D	FLOORING	GRF	11/05/17	12/05/17	GRF	NONE	KARYS CARPET
22-E	ROOM ADDITION	BOTH	09/30/17	12/20/17	NO	NONE	J S B HOME REMODELING
22-H	FLOORING	GRF	11/20/17	12/20/17	NO	NONE	KARYS CARPET
23-D	FLOORING	GRF	11/15/17	12/20/17	NO	NONE	L W DÉCOR
29-C	WINDOW A/C REMOVAL	GRF	10/25/17	11/25/17	NO	NONE	BODIE GLASS
29-C	HEAT PUMP	BOTH	10/23/17	11/23/17	NO	11/06/17 FINAL	ALPINE
30-I	REMODEL	BOTH	10/30/17	01/30/18	NO	NONE	LOS AL BLDRS
35-E	ROOM ADDITION	BOTH	04/27/17	09/30/17	NO	06/23/17 ROUGH PLUMBING	BJ & COMPANY
35-E	ROOM ADDITION	BOTH	04/27/17	09/30/17	NO	08/01/17 FRAM/ELECT	BJ & COMPANY
35-E	ROOM ADDITION	BOTH	04/27/17	09/30/17	NO	08/07/17 WOOD TREATMEN	BJ & COMPANY
35-E	ROOM ADDITION	BOTH	04/27/17	09/30/17	YES	08/22/17 DRYWALL	BJ & COMPANY
37-D	SHOWER CUT DOWN	BOTH	10/20/17	11/20/17	NO	11/08/17 FINAL	NU KOTE
41-L	PATIO CARPET	GRF	07/24/17	10/20/17	NO	NONE	LW DÉCOR
43-B	SHOWER CUT DOWN	BOTH	10/30/17	11/30/17	NO	NONE	NU KOTE
44-E	FLOORING	GRF	10/20/17	12/20/17	NO	11/17/17 FINAL	BIXBY PLAZA CARPET
45-F	PATIO CEILING	BOTH	11/20/17	12/20/17	NO	NONE	MP CONSTRUCTION
46-J	WINDOWS	BOTH	07/28/17	08/18/17	NO	11/21/17 FINAL	BROTHERS GLASS
47-C	SHOWER CUT DOWN	BOTH	11/27/17	12/27/17	NO	NONE	NU KOTE
47-I	FLOORING/COUNTERS/LIGHTS	BOTH	10/25/17	01/25/18	NO	11/08/17 ELECTRICAL	GOLDEN STATE CONTRACTORS
48-L	WINDOWS/DOORS	BOTH	10/09/17	11/09/17	NO	11/21/17	SEAPORT WINDOWS
50-G	WINDOWS	BOTH	09/26/17	10/26/17	NO	11/06/17 FINAL	SWENMAN
50-G	FLOORING	GRF	10/25/17	11/25/17	NO	11/07/17 FINAL	KARYS CARPET
52-C	ELECTRICAL	BOTH	08/31/17	11/15/17	YES	NONE	LW DÉCOR
53-A	CART PAD	GRF	12/01/17	01/01/18	NO	NONE	JOHNS LANDSCAPE
53-B	KITCHEN REMODEL	BOTH	07/20/17	11/10/17	NO	11/06/17 FINAL	LOS AL BLDRS
56-K	FLOORING	GRF	08/23/17	10/12/17	NO	NONE	BIBY PLAZA CARPET
58-C	REMODEL KITCHEN	BOTH	05/01/17	10/01/17	YES	07/14/17 FRAMING/PLUMB	LW DÉCOR
58-C	REMODEL KITCHEN	BOTH	05/01/17	10/01/17	YES	09/07/17 DRYWALL	LW DECOR
60-B	ENTRY DOOR/FLOORING/TILE	GRF	11/20/17	12/20/17	NO	11/20/17 FINAL	NATIONWIDE
63-L	REMODEL	BOTH	10/30/17	02/28/18	NO	NONE	M J JURADO
64-E	WASHER/DRYER	BOTH	10/10/17	01/10/18	NO	NONE	NATIONWIDE PAINTING
64-E	WASHER/DRYER	BOTH	10/10/17	01/10/18	NO	11/20/17 FRAM/PLUMB	NATIONWIDE PAINTING
65-H	HEAT PUMP	BOTH	11/01/17	12/01/17	NO	11/08/17 FINAL	ALPINE
67-D	SCREEN ROOM PATIO	BOTH	10/30/17	11/30/17	NO	NONE	BERGKVIST
67-F	SOLATUBE	BOTH	10/09/17	11/09/17	NO	11/06/17 FINAL	BRIGHTER CONCEPTS
69-A	PATIO CARPET	GRF	07/10/17	08/10/17	NO	NONE	CORNERSTONE FLOORS
69-I	CARPORT CABINET	GRF	10/20/17	11/20/17	NO	NONE	HANDYMAN

ALL SHADED AREAS HAVE BEEN SIGNED OFF

## INSPECTORS MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : JERRYANTISDEL

MUTUAL BOARD MEETING DATE: 11/30/2017

### ESCROW ACTIVITY

1-J		10/09/17				
1-F		10/02/17				
5-B		09/07/17	09/18/17	09/25/17	10/09/17	
5-D		11/08/17				
10-D		10/02/17				
10-H		10/02/17	10/18/17	10/23/17	11/06/17	11/15/17
11-L		08/29/17	09/22/17	09/28/17	10/12/17	11/14/17
14-I		10/04/17	10/30/17	10/30/17	11/13/17	
16-I		11/16/17				
16-W		11/17/17				
22-D		09/14/17	10/13/17	10/13/17	10/27/17	11/21/17
28-L		09/07/16				
25-K		11/17/17				
32-H		11/16/17				
33-F		11/17/17				
34-J		06/29/17	09/18/17	09/22/17	10/06/17	11/01/17
46-D		08/31/16	10/05/16	10/05/16	10/19/16	10/26/16
36-G		10/23/17	11/13/17	11/16/17	12/01/17	
38-C		10/320/17				
42-K		09/12/17	10/09/17	10/09/17	10/23/17	11/14/17
52-E		09/28/16	10/24/16	10/24/16	11/07/16	12/12/16
44-F		06/21/17				
58-K		11/15/17				
59-B		09/14/17				
61-L		07/24/17				
65-E		10/331/17				
65-H		08/29/17				
66-K		11/02/17				
67-K		10/31/17				

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

### CONTRACT/PROJECTS

EXTERIOR DOOR COLORS OTHER THEN WHITE OR COCO CANDY  
 QUOTE FOR CONCRETE AT THE ENDS OF 5 CARPORTS \$33,000.00  
 PERGOLA IN FRONT OF UNITS AND ENDS OF BUILDINGS  
 CALLS AND VISITS TO UNITS 83

# *Mutual Corporation No. One*

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## MEMO

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**TO:** MUTUAL ONE BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** RATIFY AMENDED/POSTED POLICY 7510.01 – ELIGIBILITY  
REQUIREMENTS  
**DATE:** NOVEMBER 30, 2017

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I move to ratify amended/posted Policy 7510.01 – Elgibility Requirements.

**DRAFT**

**RESIDENT REGULATIONS**

**Eligibility Requirements – Mutual One Only**

All persons seeking approval of the Board of Directors of Seal Beach Mutual No. One to purchase a share of stock in the Mutual, and to reside in the Mutual, shall meet the following eligibility criteria:

- A. Apply for and be accepted as a member of the Golden Rain Foundation, Seal Beach, California.
- B. Meet the Mutual eligibility criteria as follows:

- 1. Age

Minimum of 55 years, as confirmed by a birth certificate or passport. A driver's license is not acceptable as proof of age.

- 2. Financial Ability

- a. Verified monthly income that is at least four (4) times or greater the monthly carrying charge (Regular Assessment plus Property Tax and Fees) at the time of application, and have liquid assets of at least \$25,000. Verified monthly income/assets will be in the form of the past two years of:

- 1. Tax returns;
- 2. 1099s for interest and dividends;
- 3. 1099-Rs for retirement income from qualified plans and annuities;
- 4. SSA-1099 Social Security Benefit Statement;
- 5. Brokerage statements and current interim statement.
- 6. Six to twelve months of checking/savings account statements.

- b. Adjusted Gross Income per 1040, 1040A, or 1040EZ; plus that portion of Social Security, IRA distributions, and pensions and annuities not included in adjusted gross income; plus tax exempt interest; minus income tax, Social Security, Medicare, and self-employment taxes paid; and minus Medicare medical insurance and prescription drug premiums; all divided by twelve (12) will equal net monthly income to be used in Paragraph 2.a. above.

(draft created on 9-20-17 ka)



MUTUAL OPERATIONS

DRAFT

## RESIDENT REGULATIONS

Eligibility Requirements – Mutual One Only

- c. Projected assessments will be the previous year's assessment (total of carrying charge less any cable charge, less Orange County Property Taxes and Fees), and the addition of the new property tax at 1.2% of the sales price plus Orange County District fees divided by twelve (12) for the new projected monthly assessment. This new figure (Regular Assessment plus Orange County Property Taxes and District Fees) times four (4) will be the monthly income required. This will be verified by the escrow company and the Stock Transfer Office. Stock Transfer shall have the final say in establishing verifiable income/assets.<sup>1</sup>

Verification shall be done by the Escrow Company and the Stock Transfer Office prior to the new buyer interview and prior to the close of escrow (the above verification will not be done by the individual Mutual Directors; Directors will not be required to study or understand the financial requirements).

- d. Only the resident shareholder's income shall be considered for qualifying.
- e. If moving within Leisure World, or if there are any additions/changes to the title, the proposed shareholder(s) must meet these eligibility requirements unless they have been in good standing for five years.
- f. **A credit check will be performed by the escrow company, with the results included in the financial package.**

## 3. Health

Have reasonably good health for a person of his/her age, as evidenced by a letter from his/her medical doctor, so that shareholder can take care of normal living needs without calling on other members for an undue amount of assistance. Leisure World is not an assisted living or skilled nursing home facility.

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<sup>1</sup> If major remodeling, expansion, or addition of a bathroom is being considered, the increase in taxes over the 1.2% of the purchase price must be taken into consideration.

**MUTUAL OPERATIONS**

**DRAFT**

**RESIDENT REGULATIONS**

**Eligibility Requirements – Mutual One Only**

- C. Assume, in writing, the obligations of the "Occupancy Agreement" in use by the Mutual Corporation.

Officers or Committees of the Board of Directors designated to approve new applicants are responsible that the eligibility criteria of this corporation is equitably applied to all applicants. Approval or disapproval of buyer(s) must be received by the Stock Transfer Office at least ten (10) working days prior to the close of escrow.

**DRAFT**

**MUTUAL ADOPTION**

ONE: 04-23-70

**AMENDMENTS**

09-23-93, 04-24-08, 09-25-08

(draft created on 9-20-17 ka)

# *Mutual Corporation No. One*

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## MEMO

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**TO:** MUTUAL ONE BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS ADOPTING POLICY 7410.01 – FIRE & SAFETY INSPECTIONS AND  
RESCIND POLICY 7410 – FIRE & SAFETY INSPECTIONS  
**DATE:** NOVEMBER 30, 2017

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I move to adopt Policy 7410.01 – Fire & Safety Inspections and rescind Policy 7410 – Fire & Safety Inspections on a preliminary basis until the 30-day posting period is completed.

**MUTUAL OPERATIONS****ADOPT DRAFT****PHYSICAL PROPERTY****Apartment Fire/Safety Inspection - Mutual One****Annual Fire/Safety Inspection:**

- 1) The Board of Directors of the Mutual Corporation is required to maintain the physical structure of each apartment building and carport in good repair.
- 2) The Occupancy Agreement between the shareholder and the Mutual Corporation provides that an apartment or carport may be inspected at any reasonable hour of the day. The inspection shall be conducted by one Mutual Director and a Golden Rain Foundation Physical Property Inspector.
- 3) The Physical Property Supervisor shall prepare an annual inspection schedule every year which lists the assigned inspector's name, start date, year, items to be inspected, estimated days needed, the number of buildings and carports to be inspected, and any other pertinent information.
  - a) Shareholders will be notified in writing at least three (3) days prior to the date their apartment and carport will be inspected.
- 4) The Physical Property Inspector shall prepare an Inspection Report for each apartment and carport to be inspected and the Mutual President shall assign a Director to accompany the Physical Property Inspector to inspect each apartment and carport.
  - a) If the Inspection Report is clean, meaning there are no City or County violations that need to be corrected, the report shall be returned to the Physical Property Department and filed.
  - b) If the Inspection Report contains violations of City or County codes that are the shareholder's responsibility, the Physical Property Inspector will advise the shareholder, in writing, of the violation(s) to be corrected and establish a re-inspection date.
  - b) If the Inspection Report contains violations of City or County codes that are the Mutual's responsibility, the Mutual Director will generate a work order to correct the violations.
- 5) On the established re-inspection date, the Physical Property Inspector and Mutual Director shall re-inspect the apartment or carport. If the shareholder has not corrected the violation(s) as listed on the report, the Physical Property Inspector will advise the Mutual Board which, in turn, may take the following suggested action(s):
  - a) Take immediate action to eliminate the fire/safety violation(s) in the apartment or carport at the shareholder's expense. If the shareholder refuses to proceed or pay to have the violation(s) corrected, the President shall proceed with the actions listed under paragraph (5) (b).

(draft created on 11-20-17 ka)

**MUTUAL OPERATIONS****ADOPT DRAFT****PHYSICAL PROPERTY****Apartment Fire/Safety Inspection - Mutual One**

1. The alleged violation(s) in the apartment or carport may be photographed or videotaped by the Physical Property Inspector or Safety/Emergency Coordinator, if necessary.
  - b) After informing the Administrative Services Manager in writing of the violation(s), and the shareholder's refusal to correct the violation(s), the Administrative Services Manager will write a letter to the shareholder advising them that they have thirty (30) days to eliminate the safety/fire hazard, and that a 2nd re-inspection will occur on the thirtieth (30<sup>th</sup>) day.
- 6) On the 2<sup>nd</sup> re-inspection, the Physical Property Inspector and Mutual Director will advise the Administrative Services Manager and Physical Property Department if the violation(s) have been corrected.
  - a) If the violation(s) are not corrected after the 2<sup>nd</sup> re-inspection, the Administrative Services Manager will advise the Mutual Board and the Mutual Board may proceed to follow the actions of *Regulation 7590.2, Notice to Quit, Of Default and Termination of Occupancy Agreement*.

**MUTUAL**  
**ONE****ADOPTION**

**MUTUAL OPERATIONS****RESCIND MUTUAL ONE****PHYSICAL PROPERTY****Apartment Fire/Safety Inspection**Annual Inspection:

WHEREAS, The Board of Directors of this Corporation is bound by the terms of a Regulatory Agreement with FHA/HUD to maintain the physical structure of the apartment building in the Mutual in good repair and in such condition as will preserve the health and safety of its occupants,

WHEREAS, The Occupancy Agreement between each Stockholder and the Corporation provides that the Board may make an inspection of the dwelling unit at any reasonable hour of the day, and

WHEREAS, It is the desire of this Board that such situations be discovered and rectified before harm can come to residents or to the structure; now, therefore, be it

RESOLVED, That the Golden Rain Foundation Community Facilities Manager is authorized and instructed to institute an annual Fire/Safety Inspection of the dwelling units of this Corporation, using appropriate City and County Health, Fire and Building Codes as a basis for developing a checklist of possible violations, and assigning staff members from Physical Property, Security and/or other appropriate departments to work with members of this Board in conducting such an inspection.

RESOLVED FURTHER, that violations of City or County Codes shall be reported by the Golden Rain Foundation Community Facilities Manager to the appropriate City or County agency for such remedial action as is provided under the Code.

Biennial Inspection:

RESOLVED, That the resolution adopted by this Mutual on (see below) authorizing the institution of an Annual Fire/Safety Inspection of Mutual apartments be amended to read "...the Golden Rain Foundation Community Facilities Manager is authorized and instructed to institute a biennial Fire/Safety Inspection of the dwelling units of this Corporation..."

MUTUAL OPERATIONS**RESCIND MUTUAL ONE****PHYSICAL PROPERTY**Apartment Fire/Safety Inspection

<u>Mutual</u>	<u>Annual Inspection</u>	<u>Biennial Inspection</u>
ONE	01-22-87, 04-23-15***	
TWO	<del>05-15-75</del> , 04-19-79	
THREE	<del>02-20-73</del> , <del>11-14-86</del> , 08-11-17****	
FOUR	<del>12-04-72</del> , 12-01-86	
FIVE	<del>12-20-72</del> , 02-19-75 (See Policy 7410.05 – Feb 17)	
SIX	<del>12-08-72</del> , 12-05-86	
SEVEN	<del>01-19-73</del> , 10-19-07**	02-21-75
EIGHT	<del>12-11-72</del> , 11-24-86	
NINE	<del>01-08-73</del> , 02-10-75 (See Policy 7410.09 – June 2016)	
TEN	<del>11-20-72</del> , 02-27-75	
ELEVEN	<del>12-21-72</del> , 03-20-75	
TWELVE	(See Policy 7410.12)	
FOURTEEN	<del>12-08-72</del> , <del>11-21-86</del>	03-31-89
FIFTEEN	<del>01-15-73</del> , 02-03-75	
SIXTEEN	1972, 09-18-00*	02-13-75
SEVENTEEN	(See Policy 7410.17)	

\*In 1972, Mutual Sixteen had annual Inspections; in 1975, the Mutual changed to biennial inspections and, in 2000, the Mutual reverted back to annual inspections.

\*\*On 10-19-07, Mutual Seven reverted back to annual inspections. (Nov. 24, 2014)

\*\*\*Mutual One will have the fire/safety inspections in Buildings 1 through 35 every odd year and in Buildings 36 through 70 every even year, to begin in 2015.

\*\*\*\*In 1974, Mutual Three had annual Inspections, in 1986, the Mutual changed to biennial inspections and, on August 11, 2017, the Mutual reverted to annual inspections. \*\*\*\*

(Oct 17)

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# *Mutual Corporation No. One*

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## MEMO

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**TO:** MUTUAL ONE BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** APPOINT A PARKING REVIEW PANEL IN ACCORDANCE WITH POLICY  
7502.01.1 – ADOPTION OF GRF POLICY PARKING RULES  
**DATE:** NOVEMBER 30, 2017

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On September 28, 2017, Mutual One adopted Policy 7502.01.1 – Adoption of GRF Policy Parking Rules. In accordance with that Policy a Parking Review Panel must be established.

I appoint:

\_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_ to the Parking Review Panel.

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# *Mutual Corporation No. One*

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## MEMO

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**TO:** MUTUAL ONE BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** APPOINT EPIC COUNCIL REPRESENTATIVE  
**DATE:** NOVEMBER 30, 2017

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I appoint \_\_\_\_\_, as the Mutual One EPIC Council Representative.

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# *Mutual Corporation No. One*

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## MEMO

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**TO:** MUTUAL ONE BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** AIR QUALITY MONITOR – PURPLE AIR  
**DATE:** NOVEMBER 30, 2017

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I move that Mutual One grant permission to Purple Air to install their equipment to monitor the air quality at no risk to the Mutual or any shareholder .