

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
JANUARY 25, 2018
Open Forum 9:00 a.m. – Meeting begins at 9:15 a.m.
Administration Building Conference Room A

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):
 - Ms. Perrotti, GRF Representative
 - Mr. Stone, GRF Representative
 - Ms. Hopkins, Mutual Administration Director
 - Mr. Weaver, Facilities Director
 - Mr. Antisdell, Building Inspector
 - Mrs. Aquino, Recording Secretary
4. APPROVAL OF MINUTES:
 - Regular Meeting Minutes of November 30, 2017**
 - Special Board Meeting Minutes of January 16, 2018 (p. 3)**
5. BUILDING INSPECTOR'S REPORT Mr. Antisdell
 - Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p. 5-9)
 - a. Bids on Sewer project
 - b. Patio/Pergola Update
 - c. Cost of painting One Way in Carports
 - d. Parking at ends of 5 carports
6. GRF Representative(s) Ms. Perrotti & Mr. Stone
7. GUEST SPEAKER – FACILITIES DIRECTOR Mr. Weaver
 - a. Jim's Gate – Remodeling Project
 - b. Report on study done on Mutual One Carports – Compliance with CAMUTCD
8. **UNFINISHED BUSINESS**
 - a. Ratify adopted/posted Policy 7410.01 – Apartment Fire/Safety Inspection and ratify rescinded/posted Policy 7410 – Apartment Fire/Safety Inspection (p. 11-15)
 - b. Bulletin Board Replacement in Laundry Rooms Ms. Gambol
 - c. Cameras in the Laundry Rooms Mr. Collazo
9. **NEW BUSINESS**
 - a. Extension of handrail at end of Building 22 Mr. Singer
 - b. Resolution for Incident Report Handling (p. 17)
 - c. Resolution for Orange County Fire Authority – Master Lock Box Keys (p. 19)

(Friday, January 19, 2018 ka)

STAFF SECRETARY BREAK 11:00 a.m.

- | | | |
|-----|--|----------------|
| 10. | SECRETARY / CORRESPONDENCE | Ms. St .Aubin |
| 11. | CHIEF FINANCIAL OFFICERS REPORT | Mr. Schweitzer |
| 12. | MUTUAL ADMINISTRATION DIRECTOR | Ms. Hopkins |
| 13. | ANNOUNCEMENTS | |
| 14. | COMMITTEE REPORTS | |
| 15. | DIRECTORS' COMMENTS | |
| 16. | SHAREHOLDER(S)' COMMENTS (2-3 MINUTES) | |
| 17. | ADJOURNMENT | |
| 18. | EXECUTIVE SESSION | |

STAFF SECRETARY WILL LEAVE THE MEETING BY 12:10 p.m.

NEXT MEETING: February 22, 2018, at 9:00 a.m.

Administration Building Conference Room A

(Friday, January 19, 2018 ka)

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

January 16, 2018

A Special Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Luther-Stark at 9:00 a.m. on Tuesday, January 16, 2018, in Building 5, Conference Room C.

Those members present were: President Luther-Stark, Vice President Tous, Secretary St. Aubin, CFO Schweitzer and Directors Barreras, Collazo, Gambol, and Singer Vice President Tous, and Director Holzer were absent.

The purpose of the meeting was to discuss agenda items for the January 25, 2018, Regular Monthly Board Meeting.

President Luther-Stark adjourned the meeting at 10:30 a.m.

Attest

JoAnn St. Aubin, Secretary
SEAL BEACH MUTUAL ONE

ka:01/18/18

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INSPECTORS MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : JERRYANTISDEL

MUTUAL BOARD MEETING DATE: 01/25/2018 YEAR END REPORT FOR 2017

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE	RECENT INSPECTION	CONTRACTOR / COMMENTS
1-H	FLOORING	GRF	09/30/17	10/30/17	NO	10/25/17 FINAL	KARYS CARPET
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
1-J	FLOORING	GRF	12/30/17	03/21/18	NO	NONE	KARYS CARPET
1-J	REMODEL	BOTH	01/08/18	02/08/18	NO	NONE	OGAN
1-J	HEAT PUMP	BOTH	01/04/18	02/04/18	NO	NONE	ALPINE
2-H	CEILING FAN	GRF	12/01/17	01/01/18	NO	12/06/17 FINAL	OGAN
2-L	CART PAD	GRF	08/30/17	09/30/17	NO	11/16/17 FINAL	JOHNS LANDSCAPE
3-A	FLOORING	GRF	07/17/17	08/18/17	NO	07/20/17 FINAL	KARYS CARPET
3-A	CARPORT CABINET	GRF	08/15/17	09/30/17	NO	NONE	HANDYMAN
3-A	ELECTRICAL PANEL	BOTH	12/09/17	01/09/18	NO	01/27/18 FINAL	BERGKVIST
3-I	HEAT PUMP	BOTH	08/16/17	11/16/17	NO	09/08/17 FINAL	GREENWOOD
4-B	SHOWER CUT DOWN	BOTH	05/01/17	06/01/17	NO	05/11/17 FINAL	NU KOTE
4-B	FLOORING	GRF	11/15/17	12/15/17	NO	12/04/17 FINAL	KARYS CARPET
4-B	HEAT PUMP	BOTH	07/10/17	10/30/17	NO	08/01/17 FINAL	GREENWOOD
4-D	MOE STRIP AT GARDEN	GRF	10/25/17	11/25/17	NO	NONE	FRANKS GARDENING
4-I	ROOM ADDITION	BOTH	06/01/17	10/20/17	NO	07/13/17 FOOTING	LOS AL BLDRS
4-I	ROOM ADDITION	BOTH	06/01/17	10/20/17	NO	08/03/17 FRAM/INSUL/PLUM	LOS AL BLDRS
4-I	ROOM ADDITION	BOTH	06/01/17	10/20/17	NO	09/29/17 FINAL	LOS AL BLDRS
5-D	WINDOWS/DOORS	BOTH	04/11/17	05/11/17	NO	05/02/17 FINAL	SWENMAN
5-H	HEAT PUMP	BOTH	08/08/17	09/08/17	NO	08/09/17 FINAL	ALPINE
6-D	ROOM ADDITION	BOTH	01/05/18	06/09/18	NO	NONE	NATIONWIDE PAINTING
6-L	SHOWER CUT DOWN	BOTH	02/09/17	04/06/17	NO	03/16/17 FINAL	NU KOTE
7-C	PATIO CARPET	GRF	07/20/17	08/18/17	NO	08/01/17 FINAL	KARYS CARPET
7-E	CLOSET REMODEL	GRF	01/14/18	02/28/18	NO	01/15/18 FINAL	NATIONWIDE PAINTING
7-H	FLOORING	GRF	05/05/17	07/20/17	NO	06/06/17 FINAL	LW DECOR
9-A	HEAT PUMP	BOTH	09/25/17	10/25/17	NO	10/04/17 FINAL	ALPINE
10-H	PATIO CARPET	GRF	03/27/17	04/28/17	NO	11/22/17	
11-E	SHOWER CUT DOWN	BOTH	09/11/17	10/11/17	NO	10/24/17 FINAL	NNU KOTE
11-E	FLOORING	GRF	03/20/17	04/20/17	NO	03/30/17 FINAL	KARYS CARPET
11-L	FLOORING	GRF	10/20/17	11/20/17	NO	11/06/17 FINAL	KARYS CARPET
12-A	CONCRETE/WALL	BOTH	08/31/17	09/30/17	NO	10/04/17 FINAL	M J JURADO
12-A	HEAT PUMP	BOTH	08/31/17	09/30/17	NO	09/11/17 FINAL	ALPINE
12-E	HEAT PUMP	BOTH	11/07/17	12/07/17	NO	11/15/17 FINAL	ALPINE
12-G	COUNTER TOP/TUB	BOTH	02/27/17	05/12/17	YES	03/20/17 UNDERGROUND	LOS AL BLDRS
12-G	COUNTER TOP/TUB	BOTH	02/27/17	05/12/17	YES	04/18/17 FRAM/ELECTRICAL	LOS AL BLDRS
12-G	COUNTER TOP/TUB	BOTH	02/27/17	05/12/17	YES	04/21/17 LATH/DRYWALL	LOS AL BLDRS
12-G	COUNTER TOP/TUB	BOTH	02/27/17	05/12/17	YES	05/31/17 FINAL	LOS AL BLDRS
13-B	HEAT PUMP	BOTH	12/04/17	03/04/17	NO	12/11/17 FINAL	GREENWOOD
13-F	FLUSH BEAM	BOTH	10/06/16	12/31/16	NO	01/05/17 FINAL	LOS AL BLDRS
14-F	COUNTER TOPS	BOTH	12/06/17	01/19/18	NO	12/15/17 FINAL	BERGKVIST
14-L	HEAT PUMP	BOTH	03/27/17	07/02/17	NO	04/14/17 FINAL	GREENWOOD
14-F	COUNTER TOPS REMODEL	BOTH	12/06/17	01/19/18	NO	12/15/17 FINAL	BERGKVIST
14-I	FLOORING	GRF	10/30/17	11/30/17	NO	10/30/17 FINAL	NATIONWIDE PAINTING
14-J	FLOORING	GRF	07/10/17	08/10/17	NO	08/10/17 FINAL	BIXBY PLAZA CARPET
18-D	DECO BLOCKS	GRF	03/25/17	03/30/17	NO	05/05/17 FINAL	OGAN
18-D	WINDOWS	BOTH	07/31/17	08/30/17	NO	08/29/17 FINAL	THE REPUBLIC COMPANY
18-F	HEAT PUMP	BOTH	11/09/17	03/10/18	NO	12/11/17 FINAL	GREENWOOD
18-K	CART PAD	GRF	10/30/17	11/30/17	NO	NONE	FRANKS GARDEN
18-K	WINDOWS/ SLIDING DOOR	BOTH	12/18/17	01/31/18	NO	12/4/2017 FINAL	ROBERTS CONSTRUCTION
20-I	PATIO TILE	GRF	04/24/17	05/24/17	NO	05/11/17 FINAL	LOS AL BLDRS
21-H	HEAT PUMP	BOTH	09/15/17	12/15/17	NO	12/15/17 FINAL	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	12/11/17 FINAL	NU KOTE
22-D	FLOORING	GRF	11/05/17	12/05/17	NO	11/22/17 FINAL	KARYS CARPET
22-G	HEAT PUMP	BOTH	05/03/17	08/03/17	NO	06/05/17 FINAL	GREENWOOD
22-H	FLOORING	GRF	11/20/17	12/20/17	NO	12/11/17 FINAL	KARYS CARPET
22-E	ROOM ADDITION	BOTH	09/30/17	12/20/17	NO	NONE	J S B HOME REMODELING
23-D	FLOORING	GRF	11/15/17	12/20/17	NO	12/11/17 FINAL	LW DECOR
23-F	REMODEL/ADDITION	BOTH	10/15/17	04/15/17	YES	8/17/17 FINAL	NATIONWIDE PAINTING
24-A	DECO BLOCKS	GRF	06/05/17	06/30/17	NO	06/26/17 FINAL	BERGKVIST
24-A	PATIO RESURFACE	GRF	06/12/17	08/12/17	NO	06/16/17 FINAL	STONEWAYS
25-L	WINDOWS	BOTH	06/30/17	08/21/17	NO	10/19/17 FINAL	LW DECOR
26-L	HEAT PUMP	BOTH	01/12/17	04/12/17	NO	01/27/17 FINAL	GREENWOOD

INSPECTORS MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : JERRYANTISDEL

MUTUAL BOARD MEETING DATE: **01/25/2018 YEAR END REPORT FOR 2017**

28-C	HEAT PUMP	BOTH	06/21/17	07/21/17	NO	07/07/17 FINAL	ALPINE
28-D	DECO BLOCKS	GRF	08/20/17	09/20/17	NO	08/10/17 FINAL	PENA
28-H	FLOORING	GRF	05/30/17	06/30/17	NO	06/13/17 FINAL	KARYS CARPET
29-C	HEAT PUMP	BOTH	10/23/17	11/23/17	NO	11/06/17 FINAL	ALPINE
29-H	SHOWER CUT DOWN	BOTH	09/21/17	10/21/17	NO	10/24/17 FINAL	NU KOTE
29-L	AWNING	GRF	08/30/17	09/30/17	NO	01/21/17 FINAL	AA AWNINGS
29-L	COUNTER TOPS	BOTH	02/07/17	02/28/17	NO	06/15/17 FINAL	KONRAD
30-B	SHOWER CUT DOWN	BOTH	11/29/16	12/29/16	NO	02/07/17 FINAL	NU-KOTE
31-B	FLOORING	GRF	09/08/17	10/08/17	NO	09/15/17 FINAL	KARYS CARPET
31-G	REMODEL/ADDITION	BOTH	10/12/16	03/30/17	NO	08/17/17 FINAL	KRESS
31-L	HEAT PUMP	BOTH	09/22/17	12/22/17	NO	10/11/17 FINAL	GREENWOOD
32-J	FLOORING	BOTH	10/06/17	11/06/17	NO	11/05/17 FINAL	KARYS CARPET
33-K	COUNTERS/FLOORING	BOTH	07/12/17	08/31/17	NO	09/14/17 FINAL	LAMBERT CUSTOM WOOD
33-K	HEAT PUMP	BOTH	09/11/17	10/11/17	NO	09/14/17 FINAL	ALPINE
34-L	FLOORING	BOTH	09/04/17	10/25/17	NO	09/12/17 FINAL	GUNDERSON CARPET
35-H	DUEL HEAT PUMP	BOTH	12/22/16	01/22/17	NO	01/27/17 FINAL	GREENWOOD
36-C	STOVE TOP	GRF	02/14/17	03/19/17	NO	03/07/17 FINAL	NATIONWIDE
36-K	FLOORING	GRF	06/05/17	07/10/17	NO	07/10/17 FINAL	GUNDERSON CARPET
37-D	SHOWER CUT DOWN	BOTH	10/20/17	11/20/17	NO	11/08/17 FINAL	NU KOTE
38-D	HEAT PUMP	BOTH	08/08/17	12/08/17	NO	12/08/17 FINAL	GREENWOOD
39-D	SHOWER CUT DOWN	BOTH	05/23/17	06/23/17	NO	06/05/17 FINAL	NU KOTE
39-L	FLOORING	GRF	06/15/17	07/15/17	NO	06/22/17 FINAL	FAMILY FLOORS
41-A	HEAT PUMP	BOTH	06/15/17	07/15/17	NO	07/12/17 FINAL	ALPINE
41-L	LIGHT FIXTURE	BOTH	08/16/17	09/16/17	NO	09/22/17 FINAL	OGAN
41-L	HEAT PUMP	BOTH	09/01/17	12/01/17	NO	09/22/17 FINAL	GREENWOOD
42-B	SHOWER CUT DOWN	BOTH	09/26/17	10/26/17	NO	10/25/17 FINAL	NU KOTE
43-B	SHOWER CUT DOWN	BOTH	10/30/17	10/26/17	NO	10/10/17 FINAL	NU KOTE
43-E	PATIO RESURFACE	GRF	01/26/17	04/26/17	NO	02/15/17 FINAL	STONEWAYS
43-L	FLOORING	GRF	07/30/17	08/30/17	NO	08/30/17 FINAL	KARYS CARPET
44-E	FLOORING	GRF	10/20/17	12/20/17	NO	10/16/17 FINAL	BIXBY PLAZA CARPET
46-G	HEAT PUMP	BOTH	09/01/16	12/01/17	NO	03/30/17 FINAL	YES
46-J	WINDOWS	BOTH	07/28/17	08/16/17	NO	11/21/17 FINAL	BROTHERS GLASS
46-J	FLOORING	BOTH	06/25/17	07/25/17	NO	08/03/17 FINAL	NATIONWIDE PAINTING
47-A	WINDOWS	BOTH	07/24/17	08/24/17	NO	08/10/17 FINAL	SEAPORT WINDOWS
47-B	WINDOWS	BOTH	03/07/17	05/25/17	NO	07/07/17 FINAL	LW DECOR
47-L	FOORING COUNTERS LIGHTS	BOTH	10/25/17	11/25/17	NO	10/24/17 FINAL	GOLDEN STAE CONTRATORS
48-L	FLOORING	BOTH	08/31/17	09/30/17	NO	10/24/17 FINAL	KARYS CARPET
48-L	WINDOWS	BOTH	09/25/17	10/25/17	NO	11/21/17 FINAL	SEAPORT WINDOWS
49-A	WASHER/DRYER	BOTH	03/31/17	04/30/17	NO	04/17/17 FINAL	LOS AL BLDRS
50-E	FLOORING	BOTH	06/15/17	07/15/17	NO	06/13/17 FINAL	KARYS CARPET
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
50-H	FLOORING	GRF	02/10/17	03/10/17	NO	03/14/17 FINAL	KARYS CARPET
50-L	HEAT PUMP	BOTH	09/05/17	10/05/17	NO	10/24/17 FINAL	ALPINE
52-B	HEAT PUMP	BOTH	04/27/17	05/27/17	NO	05/03/17 FINAL	ALPINE
52-C	MICROWAVE	BOTH	04/24/17	05/01/17	NO	06/15/17 FINAL	OGAN
52-C	KITCHEN LIGHTS	BOTH	11/20/17	12/20/17	NO	12/15/17 FINAL	MP CONSTRUCTION
52-K	FLOORING	BOTH	10/09/17	11/09/17	NO	10/25/17 FINAL	KARYS CARPET
52-I	SKYLIGHTS	GRF	04/04/17	05/04/17	NO	06/06/17 FINAL	SKYLIGHTS PLUS
53-A	FLOORING	GRF	11/27/17	01/01/18	NO	12/04/17 FINAL	KARYS CARPET
53-A	SHOWER CUT DOWN	BOTH	04/03/17	05/30/17	NO	04/14/17 FINAL	NU KOTE
53-B	KITCHEN REMODEL	BOTH	07/20/17	11/10/17	NO	11/06/17 FINAL	LOS AL BLDRS
53-B	HEAT PUMP	BOTH	03/29/17	06/29/17	NO	06/01/17 FINAL	GREENWOOD
53-J	SHOWER CUT DOWN	BOTH	08/03/17	09/03/17	NO	09/08/17 FINAL	NU KOTE
53-J	HEAT PUMP	BOTH	03/10/17	04/10/17	NO	04/10/17 FINAL	ALPINE
54-H	FLOORING	GRF	07/17/17	08/17/17	NO	07/13/17 FINAL	KARYS CARPET
55-A	HEAT PUMP	BOTH	03/09/17	04/09/17	NO	03/10/17 FINAL	ALPINE
56-C	SLIDING GLASS/WINDOWS	BOTH	07/20/17	08/22/17	NO	08/10/17 FINAL	SWENMAN
56-I	CP STORAGE CABINET	GRF	08/02/17	09/02/17	NO	12/14/17 FINAL	HANDYMAN
56-K	FLOORING	GRF	08/23/17	10/12/17	NO	10/24/17 FINAL	BIXBY PLAZA CARPET
57-I	REMODEL	BOTH	06/23/17	07/21/17	NO	10/24/17 FINAL	HADI
58-H	FLOORING	GRF	07/10/17	08/10/17	NO	08/01/17 FINAL	KARYS CARPET
58-H	HEAT PUMP	BOTH	06/15/17	07/15/17	NO	06/12/17 FINAL	ALPINE
59-B	FLOORING	GRF	08/21/17	09/21/17	NO	09/08/17 FINAL	KARYS CARPET
59-F	KITCHEN REMODEL	BOTH	01/16/17	02/28/17	NO	03/23/17 FINAL	BERGKVIST
59-J	FLOORING	BOTH	08/20/17	09/20/17	NO	08/25/17 FINAL	KARYS CARPET
59-H	HEAT PUMP	BOTH	12/11/17	02/12/18	NO	12/12/17 FINAL	GREENWOOD
60-B	FLOORING/WINDOWS	BOTH	11/20/17	12/20/17	NO	11/20/17 FINAL	NATIONWIDE PAINTING

INSPECTORS MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : JERRYANTISDEL

MUTUAL BOARD MEETING DATE: **01/25/2018 YEAR END REPORT FOR 2017**

60-L	WINDOWS	BOTH	12/21/16	02/10/17	NO	05/26/17 FINAL	LW DECOR
61-F	CART PAD	GRF	07/05/17	07/26/17	NO	08/28/17 FINAL	JOHNS LANDSCAPE
62-C	KITCHEN REMODEL	BOTH	02/03/17	03/28/17	NO	02/27/17 FINAL	LW DECOR
62-C	DISHWASHER	GRF	09/10/17	10/10/17	NO	10/18/17 FINAL	JC KRESS
62-C	WINDOWS/SLIDER	BOTH	01/30/17	02/03/17	NO	03/28/17 FINAL	SEA PORT
62-C	PATIO RESURFACE	GRF	07/10/17	09/10/17	NO	07/24/17 FINAL	STONEWAYS
63-K	HEAT PUMP	BOTH	08/21/17	11/21/17	NO	09/08/17 FINAL	GREENWOOD
64-C	SLIDING DOOR BEDROOM	BOTH	06/05/17	07/05/17	NO	07/07/17 FINAL	LW DECOR
64-C	WINDOWS/FLOORING	BOTH	02/15/17	03/20/17	NO	04/17/17 FINAL	LW DECOR
64-E	FLOORING	GRF	03/10/17	04/10/17	NO	03/23/17 FINAL	KARYS CARPET
64-E	WASHER/DRYER	BOTH	10/10/17	01/10/18	NO	12/15/2017 FINAL	NATIONWIDE PAINTING
64-F	DUCT WORK	GRF	08/14/17	09/14/17	NO	10/24/17 FINAL	YES
64-F	CART PAD	GRF	06/26/17	07/26/17	NO	08/27/17 FINAL	JOHNS LANDSCAPE
65-G	REMODEL	BOTH	02/20/17	04/28/17	NO	06/02/17 FINAL	BERGKVIST
65-H	HEAT PNMP	BOTH	11/01/17	12/01/17	NO	11/08/17 FINAL	APINE
65-I	WASHER/DRYER	BOTH	05/05/17	06/02/17	NO	05/24/17 FINAL	BERGKVIST
67-D	PATIO SCREEN ROOM	BOTH	10/30/17	11/30/17	NO	12/06/17 FINAL	BERGKVIST
67-D	REMODEL	BOTH	08/07/17	09/15/17	NO	08/23/17 FINAL	BERGKVIST
67-D	FLOORING	GRF	08/14/17	09/30/17	NO	08/26/17 FINAL	GUNDERSON CARPETS
67-F	SOLATUBE	GRF	10/09/17	11/09/17	NO	11/06/17 FINAL	BRIGHTER CONCEPTS
69-D	SHOWER CUT DOWN	BOTH	10/20/17	11/20/17	NO	11/20/17 FINAL	NU KOTE
69-I	FLOORING	GRF	10/24/17	11/06/17	NO	12/06/17 FINAL	FAMILY FLOORS
69-I	KITCHEN REMODEL	BOTH	06/12/17	07/25/17	NO	09/21/17 FINAL	PEEK CONSTRUCTION
70-B	SHOWER CUT DOWN	BOTH	05/25/17	06/25/17	NO	06/05/17 FINAL	NU KOTE
70-D	SATELLITE DISH	GRF	05/02/17	05/02/17	NO	11/22/17 FINAL	DISH

ALL SHADED AREAS HAVE BEEN SIGNED OFF

ESCROW ACTIVITY

1-J		10/09/17	11/06/17	11/07/17	11/22/17	12/05/17	
1-F		10/02/17					
3-A		05/25/17	06/23/17	06/23/17	07/10/17	09/06/17	
4-B		12/27/17					
5-B		09/07/17	09/18/17	09/25/17	10/09/17	12/05/17	
5-D		11/08/17					
5-H		08/02/17	08/25/17	08/28/17	09/12/17	09/29/17	
6-G		04/17/15	03/16/16	03/18/16	04/01/16	05/03/17	
7-C		06/15/17	09/06/17	09/06/17	09/20/17	10/04/17	
9-A		04/12/17					
9-A		04/12/17	06/27/17	06/27/17	07/12/17	09/06/17	
9-J		08/07/17	09/08/17	09/08/17	09/22/17	10/11/17	
11-D		05/01/17	05/24/17	05/25/17	06/09/17	08/01/17	
11-H		12/19/16	01/06/17	01/09/17	01/23/17	02/23/17	
10-D		10/02/17	11/29/17	11/30/17	12/14/17		
10-H		10/02/17	10/18/17	10/23/17	11/06/17	11/15/17	
11-J							
11-L		08/29/17	09/22/17	09/28/17	10/12/17	11/14/17	
12-H		06/05/17	06/30/17	07/07/17	07/21/17	09/08/17	
14-A							
18-H	7/7/2017						
24-A		10/25/16	12/07/16	12/07/16	12/21/17	03/07/17	
14-I		10/04/17	10/30/17	10/30/17	11/13/17	12/05/17	
16-I		11/16/17	10/30/17	10/30/17	11/13/17		
16-W		11/17/17					
16-Z							
19-H		12/27/17					
21-H		07/12/17	08/18/17	08/21/17	09/05/17	10/04/17	
22-E		04/10/17					
16-Z		04/26/17	11/01/17	11/07/17	11/22/17	12/18/17	
22-D		09/14/17	10/13/17	10/13/17	10/27/17	11/21/17	
23-C		06/21/17	08/02/17	08/02/17	08/16/17	09/06/17	
22-D		09/14/17	10/13/17	10/13/17	10/27/17		
22-H							
22-E							
23-J		09/11/17					
29-B							

INSPECTORS MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **JERRYANTISDEL**

MUTUAL BOARD MEETING DATE: **01/25/2018 YEAR END REPORT FOR 2017**

30-B		09/27/16	10/19/16	10/19/16	11/02/16	01/26/17	
31-B							
31-J		03/23/16	06/22/16	06/22/16	07/06/16	02/23/17	
38-C		10/30/17	11/27/17	11/30/17	12/14/17	01/17/18	
30-C	8/16/2017						
30-H		07/12/17	09/13/17	09/13/17	09/27/17	10/20/17	
30-I		07/25/17	09/06/17	09/07/17	09/19/17	09/28/17	
23-D		06/06/17	10/11/17	10/23/17	11/06/17	12/18/17	
23-J		09/11/17	10/18/17	10/20/17	11/03/17	12/18/17	
25-K		11/17/17	12/06/17	12/07/17	12/21/17	12/29/17	
31-B		05/22/17					
33-K	5/31/2017						
34-H		06/29/17	08/30/17	08/30/17	09/14/17	09/21/17	
28-H							
28-L		09/13/17	11/22/17	11/24/17	12/08/17	12/18/17	
32-H		11/16/17	12/20/17	12/21/17	01/08/18		
33-F		11/17/17					
34-H							
34-J		06/29/17	09/18/17	09/22/17	10/06/17	11/01/17	
34-I		07/26/17					
35-E		02/16/17					
36-G		10/23/17	11/13/17	11/16/17	12/01/17	12/21/17	
44-B		12/22/16	01/23/17				
36-G		10/23/17	11/13/17	11/16/17	12/01/17		
36-I							
42-H		12/29/17					
42-K		09/12/17	10/09/17	10/09/17	10/23/17	11/14/17	
43-F							
44-H		08/09/17	10/30/17	11/01/17	11/16/17	01/04/18	
48-K		12/28/17					
50-H		08/24/16	12/28/16	12/30/16	01/16/17	02/23/17	
45-K		08/21/17	09/08/17	09/21/17	10/05/17	11/14/17	
46-J		04/15/17	05/10/17	05/23/17	06/07/17	08/01/17	
46-G							
47-I		07/25/17	09/15/17	09/18/17	10/02/17	11/01/17	
48-I		07/06/17					
50-E		04/11/17	05/15/17	05/17/17	06/01/17	06/22/17	
50-I		07/24/17	08/04/17	08/04/17	08/18/17	09/06/17	
50-G		06/28/17	07/19/17	07/19/17	08/02/17	09/21/17	
52-K		06/06/17	09/13/17	09/13/17	09/27/17	10/20/17	
53-A		09/28/17	10/27/17	10/27/17	11/13/17	01/04/18	
54-H		04/19/17	05/19/17	05/30/17	06/13/17		
54-K		03/06/17					
57-H		11/14/16	12/19/16	12/29/16	01/13/17	02/07/17	
57-I		03/15/17					
58-J	8/15/2016						
59-H							
59-I	REDO NEW AGENT	09/23/16	01/18/17	01/19/17	02/02/17	04/05/17	
55-L		04/11/17	05/26/17	05/26/17	06/12/17		
57-I		03/15/17	04/05/17	04/12/17	04/26/17	05/17/17	
58-C		02/28/17	03/10/17	03/13/17	03/27/17	04/10/17	
54-H		04/19/17	05/09/17	05/30/17	06/13/17	08/01/17	
53-C	10/20/2017						
43-C		12/11/17					
46-A		12/11/17					
46-F		11/29/17					
58-K		11/15/17					
59-B		09/14/17	11/03/17	11/03/17	11/20/17	12/18/17	
60-B		07/27/17	10/16/17	10/18/17	11/01/17	11/28/17	
61-G		12/28/17					
61-L		07/24/17	09/20/17	09/21/17	10/05/17	12/05/17	
64-E							
64-F							
65-H		08/29/17	09/27/17	09/28/17	10/12/17	12/05/17	
65-D		12/27/17					
65-E		10/31/17	12/01/17	12/05/17	12/19/17	12/22/17	
66-K		11/02/17	12/04/17	12/07/17	12/21/17		

INSPECTORS MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **JERRYANTISDEL**

MUTUAL BOARD MEETING DATE: **01/25/2018 YEAR END REPORT FOR 2017**

67-D						
67-K	10/31/17	11/20/17	11/20/17	12/04/17	12/29/17	
68-F						

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

INNOVATIVE CLEANING SERVICE TO CLEAN LAUNDRY ROOMS
 SCHLICK SERVICES TO POWDER COAT WALK LIGHTS COMPLETED
 CUSTOM GLASS TO INSTALL MIRRORS AT CARPORTS COMPLETED
 MJ JURADO REMOVE AND REPLACE SIDEWALKS AT BUILDINGS 22 AND 38 COMPLETED
 MJ JURADO REMOVE AND REPLACE SIDEWALKS AT BUILDINGS 25-28 COMPLETED
 MJ JURADO REPLACE BLOCK WALL BY CARPORT 19 COMPLETED
 MJ JURADO CONCRETE AT CARPORT 4 FOR LANDSCAPE SHED AND PARKING
 MJ JURADO SHORT BLOCK WALLS AT END OF 3 BUILDINGS COMPLETED
 EMPIRE PIPE TO INSTALL TWO WAY CLEAN OUTS FOR MAIN SEWER LINES COMPLETD
 EMPIRE PIPE SEWER CLEANING CONTRACT GOOD THROUGH 2020
 FENN TERMITE AND PEST CONTROL CONTRACT GOOD THROUGH 2020
 BRIGHTVIEW LANDSCAPE CONTRACT GOOD THROUGH 2020
 EXTERIOR DOOR COLORS OTHER THEN WHITE OR COCO CANDY
 QUOTE FOR CONCRETE AT THE ENDS OF 5 CARPORTS \$33,000.00
 OPEN UP BIDS FOR SEWER PROJECT
 METER DOORS AND PHONE DOORS REPLACEMNT PRICE
 REPIPE OF ALL BUILDING COMPLETED
 METER DOORS AND PHONE DOORS PRICE TO INSTALL NEW ALUMINUM POWDER COATED PRICE \$73,850.00
 PRICE TO PAINT NO PARKING WITH ARROW AND ONE WAY FOR CARPORTS
 PERGOLA IN FRONT OF UNITS AND ENDS OF BUILDINGS

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Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: RATIFY ADOPTED/POSTED POLICY 7410.01 – APARTMENT FIRE/SAFETY INSPECTIONS AND RATIFY RESCINDED/POSTED POLICY 7410 – APARTMENT FIRE/SAFETY INSPECTIONS (UNFINISHED BUSINESS ITEM A)
DATE: JANUARY 25, 2018
CC: MUTUAL FILE

I move to ratify adopted/posted Policy 7410.01 – Apartment Fire/Safety Inspections and ratify rescinded/posted Policy 7410 – Apartment Fire/Safety Inspections.

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 Mutual Administration Manager in writing of the violation(s), and the shareholder's refusal to correct the violation(s), the Mutual Administration 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 (30th) day.
- 6) On the 2nd re-inspection, the Physical Property Inspector and Mutual Director will advise the Mutual Administration Manager and Physical Property Department if the violation(s) have been corrected.
- a) If the violation(s) are not corrected after the 2nd re-inspection, the Mutual Administration 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..."

(Oct 17)

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	05-15-75 , 04-19-79	
THREE	02-20-73 , 11-14-86 , 08-11-17****	
FOUR	12-04-72 , 12-01-86	
FIVE	12-20-72 , 02-19-75 (See Policy 7410.05 – Feb 17)	
SIX	12-08-72 , 12-05-86	
SEVEN	01-19-73 , 10-19-07**	02-21-75
EIGHT	12-11-72 , 11-24-86	
NINE	01-08-73 , 02-10-75 (See Policy 7410.09 – June 2016)	
TEN	11-20-72 , 02-27-75	
ELEVEN	12-21-72 , 03-20-75	
TWELVE	(See Policy 7410.12)	
FOURTEEN	12-08-72 , 11-21-86	03-31-89
FIFTEEN	01-15-73 , 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

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: RESOLUTION FOR INCIDENT REPORT HANDLING (NEW BUSINESS ITEM B)
DATE: JANUARY 25, 2018
CC: MUTUAL FILE

At the January 4, 2018, Presidents' Council, Executive Director Ankeny has respectfully requested the directive of each Mutual Board should a Shareholder(s) deem the need to contact GRF Security Services to take an Incident Report relative to actions imposed by the Mutual Boards and/or Director.

I move that should a Shareholder(s) request an Incident Report relative to actions of a Mutual Board or a Mutual Board member, that GRF Security Services is to direct the Shareholder to draft correspondence to the attention of the Mutual Board.

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Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: RESOLUTION FOR ORANGE COUNTY FIRE AUTHORITY –MASTER LOCK
BOX KEYS (NEW BUSINESS ITEM C)
DATE: JANUARY 25, 2018
CC: MUTUAL FILE

At the January 4, 2018, Presidents' Council, Executive Director Ankeny has respectfully requested the directive of each Mutual Board to provide the Orange County Fire Authority with Master Lock Box Keys.

I move to authorize GRF (Golden Rain Foundation) to provide Orange County Fire authority with **four (4)** master lock box keys to be used in any and all emergency situations that may arise within the Mutual.