

**MINUTES OF THE REGULAR MONTHLY MEETING VIA ZOOM
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
September 23, 2021**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Potterton at 9:00 a.m. on Thursday, September 23, 2021, via Zoom Video and Conference Call.

ROLL CALL

Present: President Potterton, Vice President Almeida, Secretary Luther-Stark, Chief Financial Officer Gambol, Directors Brennan, Tous, Barreras, and Perrotti.

Absent: Director Stone

GRF Representative: Mrs. Perrotti and Ms. Gambol

Guests: Five Mutual One Shareholders

Staff: Mr. Stolarz, Building Inspector
Ms. Barua, Portfolio Specialist
Mr. Monroy, Recording Secretary
Ms. Boucher, Recording Secretary

SHAREHOLDER COMMENTS

Several shareholders made comments.

MINUTES

Following a discussion and upon a MOTION duly made by President Potterton and seconded by Director Brennan, it was

RESOLVED to approve the Regular Meeting Minutes of August 26, 2021.

The MOTION passed unanimously.

BUILDING INSPECTOR'S REPORT

Building Inspector Stolarz presented his report (attached).

Following a discussion and upon a MOTION duly made by Vice President Almeida and seconded by Chief Financial Officer Gambol, it was

RESOLVED to approve garden extension at 16-E.

The MOTION passed with one "no" vote (Potterton).

BOARD OF DIRECTORS

MUTUAL ONE

September 23, 2021

Following questions, Building Inspector Mr. Stolarz left the meeting at 9:24 a.m.

GRF REPRESENTATIVES' REPORTS

GRF Representative Perrotti and Gambol presented their report (attached).

UNFINISHED BUSINESS

Following a discussion and upon a MOTION duly made by President Potterton and seconded by Chief Financial Officer Gambol, it was

RESOLVED to ratify Article 2, Section 5 – Porches, Patio, Garden Expansions, Pergolas, and Retractable Awnings in the Mutual 1 Rules and Regulations; the 28-day posting requirement has been met.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Potterton and seconded by Chief Financial Officer Gambol, it was

RESOLVED to ratify Article 5 – Landscape/Garden Rules and Regulations in the Mutual 1 Rules and Regulations; the 28-day posting requirement has been met.

The MOTION passed with seven “yes” votes (Potterton, Almeida, Luther-Stark, Gambol, Tous, and Perrotti), one “no” vote (Brennan) and one “abstention” (Barreras).

NEW BUSINESS

Following a discussion and upon a MOTION duly made by Chief Financial Officer Gambol and seconded by Secretary Luther-Stark, it was

RESOLVED acknowledge, per the requirements of the Civil Code Section 5500(a)-(f), a review of the reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the current year’s budget, statements prepared by the financial institutions where the mutual has its operating and reserve accounts, and income and expense statement for the Mutual’s operating and reserve accounts, the check registers, monthly general ledger and delinquent assessment receivable reports for the month of August 2021.

The MOTION passed unanimously.

BOARD OF DIRECTORS

MUTUAL ONE

September 23, 2021

NEW BUSINESS (continued)

Following a discussion and upon a MOTION duly made by President Potterton and seconded by Director Brennan, it was

RESOLVED move to appoint JoAnn St. Aubin as Advisory Director for Mutual 01.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Potterton and seconded by Director Tous, it was

RESOLVED to approve the tree stump removal proposal from J & J Landscaping, Inc., at a cost not to exceed \$6,400.00. Funds to come from Infrastructure Reserves - Trees and authorize the President to sign the contract.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Potterton and seconded by Director Tous, it was

RESOLVED to approve the Norfolk Island Pine tree removal proposal from J&J Landscaping, at a cost not to exceed \$1,600.00. Funds to come from Infrastructure Reserves - Trees and authorize the President to sign the contract.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Potterton and seconded by Director Brennan, it was

RESOLVED to approve the White Alder tree removal proposal from J&J Landscaping at unit 34F and 35J, at a cost not to exceed \$2,300.00. Funds to come from Infrastructure Reserves - Trees and authorize the President to sign the contract.

The MOTION passed unanimously.

President Potterton called for a break at 10:42 a.m. Vice President Almeida called meeting back to order at 11:00 a.m. President Potterton returned at 11:04 a.m.

SECRETARY / CORRESPONDENCE

Secretary Luther-Stark received no correspondence.

BOARD OF DIRECTORS

MUTUAL ONE

September 23, 2021

CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Gambol presented her report (attached).

PORTFOLIO SPECIALIST'S REPORT

Portfolio Specialist Barua presented her report (attached).

ANNOUNCEMENTS

SPECIAL BOARD MEETING: September 29, 2021, at 1:00 p.m. via Zoom Video and Conference Call.

NEXT BOARD MEETING: October 28, 2021, at 9:00 a.m. via Zoom Video and Conference Call.

COMMITTEE REPORTS

Landscape Committee

Advisory Director St. Aubin provided an update.

Director Barreras provided an update.

New Buyer Orientation

Director Tous presented his report.

Paint Committee

Secretary Luther-Stark provided an update.

Emergency Preparedness

Vice President Almeida provided an update.

DIRECTORS' COMMENTS

Several directors made comments.

SHAREHOLDERS' COMMENTS

Several shareholders made a comment.

ADJOURNMENT

President Potterton adjourned the meeting at 11:28 p.m.

EXECUTIVE SESSION SUMMARY

BOARD OF DIRECTORS

MUTUAL ONE

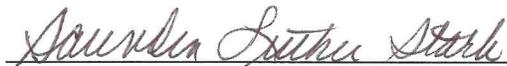
September 23, 2021

The Board met in Executive Session on September 23, 2021, at 11:29 a.m., and took the following actions:

The Mutual One Board of Directors approved the executive session minutes of July 22, 2021, and September 03, 2021.

1. Legal Matters
 - a. One legal matter was discussed.
2. Contracts
 - a. No contracts were discussed.
3. Assessments / Delinquencies
 - a. Five files were closed.
 - b. Four letters were drafted.
 - c. Several files to monitor.
4. Disciplinary Hearings
 - a. No Disciplinary hearings occurred.

President Potterton adjourned the meeting at 12:09 p.m.



Attest, Sandra Luther-Stark, Secretary

SEAL BEACH MUTUAL ONE

RB/KV 09/23/21

**MINUTES OF THE SPECIAL BOARD MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
September 3, 2021**

A Special Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Potterton at 9:01 a.m. on Friday, September 3, 2021, via Zoom Video and Conference Call.

Those members present were: President Potterton, Vice President Almeida, Secretary Luther-Stark, Chief Financial Officer Gambol, Director Barreras, Brennan, Perrotti, Stone, and Tous.

One shareholder was present.

The purpose of the meeting was to discuss concrete repairs.

President Potterton shared the list of areas in the mutual that will have concrete repairs. The Mutual has gone out to bid and we will open the bids at our next Board Meeting in September. The cost will be substantial.

President Potterton adjourned the meeting at 9:11 a.m. and stated that the Board will be going into the special executive session.



Attest, Sandra-Luther Stark, Secretary
SEAL BEACH MUTUAL ONE
SLS 9/7/21

**MINUTES OF THE SPECIAL BOARD MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
September 29, 2021**

A Special Meeting of the Board of Directors of Seal Beach Mutual One was called to order by Chief Financial Officer Gambol at 1:05 p.m. on Wednesday, September 29, 2021, via Zoom Video and Conference Call.

ROLL CALL

Present: CFO Gambol, Secretary Luther-Stark, Directors Brennan, Tous, Barreras, Perrotti, and Advisory Director St. Aubin.

Absent: President Potterton, Vice President Almeida, and Director Stone

GRF Staff: Richard Stolarz, Building Inspector

SHAREHOLDER COMMENTS

No shareholders were present, no comments.

MEETING PURPOSE

The purpose of this meeting was to open bids regarding landscaping and concrete work, review proposals for wood repair work and signage, and to adopt procedure: 01-7530-3 Withdrawal Repair Deposit of Seller.

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

RESOLVED to accept the landscaping contract from J&J Landscaping for \$296,400 for Year 1, \$300,600 for Year 2, and \$304,800 for Year 3 at a total cost not to exceed \$901,800. Funds to come from Infrastructure Reserves and authorize the president to sign any necessary documentation.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Director Brennan and seconded by Director Tous, it was

RESOLVED to accept the concrete work contract from M.J. Jurardo to undergo various replacement and repairs to concrete of 18,155 square feet at a total cost not to exceed \$233,187. Funds to come from Infrastructure Reserves and authorize the president to sign any necessary documentation.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Secretary Luther-Stark and seconded by Director Tous, it was

RESOLVED to accept the contract from All American Signs at a cost not to exceed \$40,000 and to add a contingency of \$1,000. Funds to come from Infrastructure Reserves and authorize the president to sign any necessary documentation.

The MOTION passed unanimously.

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

RESOLVED to accept the contract from B&A Contractors to provide necessary wood repair, replacement, and prime painting on an as needed basis during the building repainting project at an hourly rate of \$45.00, not including materials and supplies which will be procured through purchasing. Funds to come from Contingency Funds and authorize the president to sign any necessary documentation.

The MOTION passed unanimously.

01-7530-3 Withdrawal Repair Deposit of Seller

Discussion regarding the procedure to hold back \$10,000 to remain in place, directors were not inclined to increase it at this time. No motion was made. Please post to October agenda for motion

Chief Financial Officer Gambol adjourned the meeting at 1:50 p.m.


Attest, Sandra-Luther Stark, Secretary
SEAL BEACH MUTUAL ONE
RB 9/30/21

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR: RICH STOLARZ

MUTUAL BOARD MEETING DATE: #####

PERMIT ACTIVITY	
51	Permits
18	Inspections
17	Signed Off
ESCROW ACTIVITY	
<u>1</u> New Member Inspection	<u>7</u> Escrow
<u>8</u> Pre Listings	<u>2</u> Release of Funds
CONTRACTS AND PROJECTS	
Contractors	Projects
Fenn Good Through 4/30/2023	Termites, Pest and Gofers
Fenn Good Through 6/30/2023	Bait Stations
Wash Good Through 11/21/2022	Washer and Dryer Service
Brightview Good Through 12/31/2021	Tree Arborist
J&J Landscape Good Through 11/30/2021	Landscaping
Empire Pipe Cleaning 11/30/2022	Sewer Cleaning
A-1 Total Service Plumbing	Sewer Pipe Relining
Completed Bldg. 39 & 41 Repairs at Bldg. 41-J, K, L - End of Building	
Approve / Deny - 16-E, Garden Extension Along Entry Walk and Planter	
MUTUAL & SHAREHOLDERS REQUEST	
Site Visits	
90	

1001 Seal Beach Mutual No. One Financial Statement Recap 08/31/2021

P.O. Box 2069
Seal Beach CA 90740

Aug Actual	Aug Budget		2021 Y-T-D Actual	2021 Y-T-D Budget
228,682	228,682	Carrying Charges	1,829,455	1,829,456
88,274	88,274	Reserve Funding	706,191	706,192
316,956	316,956	Total Regular Assessments	2,535,646	2,535,648
4,119	3,503	Service Income	35,668	28,024
1,825	3,047	Financial Income	15,211	24,376
4,149	3,916	Other Income	31,455	31,328
10,093	10,466	Total Other Income	82,335	83,728
327,049	327,422	Total Mutual Income	2,617,981	2,619,376
139,302	139,302	GRF Trust Maintenance Fee	1,047,472	1,114,416
28,804	25,936	Utilities	208,980	207,488
6,741	3,469	Professional Fees	15,134	27,752
0	17	Office Supplies	0	136
41,483	48,987	Outside Services	372,898	391,896
24,659	21,438	Taxes & Insurance	197,495	171,504
88,274	88,274	Contributions to Reserves	706,191	706,192
329,263	327,423	Total Expenses Before Off-Budget	2,548,169	2,619,384
(2,214)	(1)	Excess Inc/(Exp) Before Off-Budget	69,812	(8)
27,110	0	Depreciation Expense	213,235	0
(29,324)	(1)	Excess Inc/(Exp) After Off-Budget	(143,423)	(8)
		Restricted Reserves		
4,213	0	Appliance Reserve Equity	89,465	0
6,667	0	Painting Reserve	817,875	0
445	0	Contingency Operating Equity	214,966	0
4,167	0	Roofing Reserve	452,088	0
445	0	Emergency Reserve Equity	403,755	0
56,189	0	Infrastructure Reserve	3,100,987	0
72,125	0	Total Restricted Reserves	5,079,135	0

Mutual 1 CFO Report, September 2021

September 23, 2021, reflecting financial condition through August 31, 2021.

Delinquencies: Six estates represent roughly **\$66,000** of our total **\$83,923** in delinquencies.

The estates continue to be "on hold" as Orange County courts have delayed "evictions."

Income:

Laundry Rooms: favorable: **\$4119**, [September collections are back up, over \$5000.]

YTD we are favorable **\$7,644**.

Inspection fees favorable for the month, by \$750.

YTD unfavorable by \$1,734.

Budget: June Operating Income **\$10,093**

YTD income down: **(\$1,393)**

YTD Expenses:	Water	over	\$ 1,362	(For the month over \$2,360)
	Electric	over	\$ 827	
	Legal Fees	under	\$ 12,636	
	Landscape extras	under	\$17,410	
	Landscape trees	under	\$ 2,876	
	Pest Control	over	\$ 3,731*	
	Structural Repairs	over	\$ 8,351	
	Painting	over	\$ 1,528	

Total YTD Operating expenses have a **\$4,270** positive variance.

Reserves:*

Appliance funded at \$7,304/month, balance	\$89,464	replacements in August \$3,091
Painting: balance	\$817,875	
Roofing: balance	\$452,087	
Contingency Operating Funds: balance	\$214,965	
Emergency: balance	\$403,754	
Infrastructure: balance	\$3,114,043	

Total Restricted Reserves: \$5,079,135

Cash in bank and unrestricted deposits: \$750,893.

Donna Gambol, CFO

The Golden Rain Foundation provides an enhanced quality of life for our active adult community of Seal Beach Leisure World.



August 24, 2021

Approved Consent Agenda

MOVED and approved the consent agenda included Minutes of the Recreation Committee Board Meeting of July 1, 2021, • Minutes of the Physical Property Committee Board Meeting of July 7, 2021, • Minutes of the Communication/IT Committee Board Meeting of July 8, 2021, • Minutes of the Executive Committee Board Meeting of July 9, 2021 • Minutes of the Mutual Administration Committee Board Meeting of July 12, 2021 • Minutes of the Finance Committee Board Meeting of July 19, 2021

Executive Committee - Approve Name Change for Executive Committee

MOVED to recommend the GRF Board of Directors to rename Executive Committee to GRF Administration.

Executive Committee – Amend 30-5093-1, Member Rules of Conduct

MOVED to amend 30-5093-1, Member Rules of Conduct, updating the document language, as presented.

Executive Committee - Amend 30-5093-2, Member Rules of Conduct Non-Compliance with Rules of Conduct- Fines and Penalties

MOVED to amend 30-5093-2, Member Rules of Conduct Non-compliance with Rules of Conduct- Fines and Penalties, updating the document language, as amended.

Executive Committee - Amend 30-5093-3, Procedure for Notification of Violation and Right of Hearing

MOVED to amend 30-5093-3, Procedure for Notification of Violation and Right of Hearing, updating the document language, as presented.

Executive Committee - Amend 30-5026-3, GRF Election of Officers

CONCURRED to remove from the agenda and sent back to Executive Committee, 30-5026-3, GRF Election of Officers.

Finance Committee – SRO Labor Rate Increase

MOVED to increase the standard hourly SRO labor rate to \$47.20 and the overtime hourly rate to \$70.80, effective January 1, 2022.

Mutual Administration Committee – Adopt 50-1650-4 Insurance Disclosure

MOVED to adopt 50-1650-4 Insurance Disclosure as amended at the GRF Board meeting.

Mutual Administration Committee – Amend 50-1670-4 Leisure World Seal Beach Buying and Selling Handout

CONCURRED to present 50-1670-4 Leisure World Seal Beach Buying and Selling Handout at the September GRF Board of Directors meeting along with the original version.

Mutual Administration Committee – Amend 50-1671-4 “Paws” For Thought

CONCURRED to refer 50-1671-4 "Paws" for Thought back to the Mutual Administration Committee for review.

Physical Property Committee - Capital and Reserve Funding Request - Slurry, Re-Striping of The Parking Lots at The Administration Building, Building Five, Ch Six - Concrete Replacement Clubhouse One

MOVED that the GRF Board award a contract to MJ Jurado for the repair, slurry, and re-striping of the Administration Building, Building Five, and Clubhouse Six parking lots and to replace the asphalt at Clubhouse One parking lot with concrete and to add \$14,000 in contingencies for a total project cost not to exceed \$193,357, allocating \$78,049 in Reserve funding and \$115,308 in Capital Funding and to authorize the President to sign the contract.

Physical Property Committee – Approve Contractors of Record

MOVED to approve the Contractors of Record for contractors: M.J. Jurado, Custom Glass, Greenwood Heating and Air, Advanced Painting, JC Kress Construction, and Roxygen Painting for a one-year term.

Recreation Committee – Install Dar Veterans Memorial Statue

MOVED to approve the Service Maintenance department to install upon receipt from the DAR a statue as described in Exhibit A commemorating the 100th anniversary of the Unknown Soldier on the concrete wall at Veterans Memorial Circle.

Recreation Committee – Install American Flag Drop Box

MOVED to approve the Service Maintenance department to install a reconditioned mail style drop box, in an area outside the library, to be used for the proper disposal of all American and service-related flags, to be maintained by the Leisure World American Legion post 327.

Security, Bus & Traffic Committee - Capital Funding Request -Approve Purchase Of Radar Trailers With Data Logger

CONCURRED to refer the purchase of two (2) Model SMT 18-BAS radar trailers with a data collection option from MPH Industries at a cost not to exceed \$30,000.00, Capital funding back to Security, Bus & Traffic Committee, for review.

Security, Bus & Traffic Committee - Amend 80-5145-3, Security Committee Charter

MOVED to amend 80-5145-3, Security Committee Charter, updating the purpose of the committee, as amended.

August 2, 2021, Recreation Committee

- CONCURRED to schedule a special budget meeting.
- CONCURRED to review the sewing room enhancements agenda item at the next scheduling meeting.
- CONCURRED to forward the storage unit agenda item to the Strategic Planning Ad hoc Committee.
- MOVED to approve the recreation activities for 2021-2022, with the additions recommended by the committee members.
- CONCURRED to discuss the 2021-2022 Committee goals at the next scheduled meeting.
- MOVED to direct staff to work with Nancy Garrett to install a Veteran Garden Marker for the 100th Anniversary of the Tomb of the Unknown soldier in Leisure World Veterans Plaza Rose Garden.
- MOVED to approve the RV lot refund for space H-05
- MOVED to postpone the 60th anniversary until the opening of the time capsule, in 2025.
- MOVED to approve the proposed clubs Gloria Autoharp Club and History of Art Club.
- MOVED to recommend the GFR Board approve the installation of a flag drop box, for the proper disposal of American Flags, at the Leisure World, to be maintained by the American Legion Post 327.
- MOVED to forward Clubhouse Two, Lobby Carpet to the Physical Property, and ADRC Committees
- CONCURRED to discuss the revenue generating ideas at the next scheduled meeting.
- MOVED to approve to grant the Recreation Department permission to reimburse any Authorized Resident, with an existing Mini Farm lease, in order to expediate the cleanup of the lot.

August 4, 2021, Physical Property Committee

- MOVED and approve to remove the first two trees at the intersection of Oakmont and St. Andrews, regarding correspondence on page 24
- CONCURRED to request a work study meeting be scheduled to review the Total Quality Checklist.
- MOVED and approve to raise fees for (GL 53807014, Cost Center 670), to \$125 per month for vendors.
- MOVED and approve to accept the 2022 proposed budgets, as amended.
- MOVED to recommend to the GRF Board award a contract to MJ Jurado, for the repair, slurry, and re-striping of the Administration Building, Building GIVE and Clubhouse Six Parking Lots: \$36,382 and replacing the asphalt with concrete at Clubhouse One Parking Lot: \$142,975, adding \$14,000 in contingencies, for a total cost not to exceed \$193,457, Reserve funds, after review by the Finance Committee.
- CONCURRED to request the Facilities Director provide further information regarding the CI-Met trash contract, at the next scheduled meeting.
- MOVED and approve to recommend the GRF Board approve the Contractors of Record, (MJ Jurado Inc., Custom Glass, Greenwood Heating and Air, Inc., Advance Custom Pain, Inc., J.C. Kress Construction, Inc., and Roxygen Painting Company), for a one-year term.

- CONCURRED to discuss clubhouse assignments after the Total Quality Checklist work study meeting.
- CONCURRED to recommend the GRF President create a Renewable Energy Ad hoc Committee.
- CONCURRED to request the Facilities Director provide further information, at the next scheduled meeting.

August 5, 2021, Executive Committee

- MOVED to have Human Resources Coordinator, bring back the new position (Administration/Communications Specialist, based on the Committee's feedback, to the next scheduled meeting.
- MOVED to have Human Resources Director, bring back the Recreational Vehicle (RV) Lot and Mini Farm Job Description, based on the Committee's feedback, to the next scheduled meeting.
- APPROVED the Member Resources & Assistance Liaison position description.
- No action was taken for 2022 Budget Assumption.
- MOVED to recommend the GRF BOD to rename Executive Committee to GRF Administration Committee.
- CONCURRED to discuss Staffing Needs – All Departments in the Executive Session of the committee.
- CONCURRED to setup a work study meeting for GRF Election Packet give to Candidates and be brought back to the next scheduled meeting.
- MOVED to recommend the GRF BOD to amended Active Membership Certificate for approval.
- MOVED to recommend the GRF BOD to amend Member Rules of Conduct Non-compliance with Rules of Conduct – Fines and Penalties for approval.
- MOVED to recommend the GRF BOD to amend Procedure for Notification of Violation and Right of Hearing for approval.
- MOVED to recommend the GRF BOD to amend GRF Election for approval.

August 9, 2021, Mutual Administration Committee

- CONCURRED to update the phone tree for Mutual Administration and to refer the reception report to the Communication & IT Committee.
- CONCURRED to send any recommendations, pertaining to the GRF Staff Review of department reports, to the Chair.
- CONCURRED to send any recommendations, pertaining to the Committee Review of department reports, to the Chair.
- No action was taken on the 2022 Budget for Cost Center 533. Item will be brought back to the next schedule meeting.
- No action was taken on the 2022 Budget for Cost Center 545. Item will be brought back to the next schedule meeting.
- No action was taken on the 2022 Proposed Operating Budget for Cost Center 574, Service Maintenance. It was consensus of the Committee to bring this item back for further review
- MOVED and recommended the Finance Committee change the budget for SRO Labor Cost Recovery from the current labor rate of \$45 per hour to \$47.25 per hour.
- CONCURRED to refer the Stock Transfer Quality Control Specialist to the GRF Administration Committee.
- MOVED and recommended to refer 50- 1650-4 Insurance Disclosure to the GRF Board of Directors.
- MOVED and recommended to refer 50- 1670-4 Leisure World Seal Beach Buying & Selling Handout to the GRF Board of Directors.
- MOVED and recommended to refer 50- 1671-4 "Paws" for Thought to the GRF Board of Directors.

- CONCURRED to address 50-1672-4, Property and Liability Insurance Fact Book, at the next scheduled meeting.

August 11, 2021, Security, Bus & Traffic Committee

- MOVED to amend the authorized resident contact form provided at the time of the meeting, to help finalized the gate access system project.
- No action was taken. The Fleet Manager provided updated information on the contracted/Off-Site bus service and was requested to bring additional information to the next scheduled meeting.
- No action was taken. The Fleet Manager provided updated information on the transportation consultant and was requested to bring additional information to the next scheduled meeting.
- CONCURRED reviewed and discussed the draft of 2022 Budget Assumptions, for Cost Centers 322, 837 and 838. Any changes and/or edits may be presented at the next schedule meeting.
- MOVED and recommended the GRF Board, the purchase of two (2) MPH Industries Model SMT 18-BAS, Speed Monitor 18 traffic calming radar trailers with traffic data collection capability, at a cost not to exceed \$30,000.00.
- MOVED to request the Security department, direct GRF and the Healthcare staff and contractors, to use the North and South gate entrances.
- MOVED and recommended the GRF BOD approve 80-5145-3, Security Committee Charter, as presented.

August 11, 2021, Management Service and Contract Ad Hoc Committee

- No action regarding GRF Recreation Department Management Services
- No action regarding IT Department- Management Services.
- No action regarding GRF Purchasing Department – Management Services.
- CONCURRED to update the GRF Security Service list and brought back to the next meeting.

August 12, 2021, Communications/ITS Committee

- CONCURRED to Spotlight Magazine for 2022 and LWSB 60th anniversary book has been cancelled and the celebration of opening the time capsule located in the LW Library is still planned for 2025
- MOVED to recommend to the Finance Committee the inclusion and/or amendment to the Reserve Study for the replacement of Trust property assets identified as Computers, for compliance to systems needs to support Windows 11
- CONCURRED to further review an updated draft at the next scheduled Committee meeting, with the addition of a purchase request for computer supplies (capital budget), storage and shelving for IT Department.
- CONCURRED to further review an updated draft at the next scheduled Committee meeting, including the variance in LW Weekly footer ads.
- CONCURRED to further discuss SMS Policy Work Study Discussion at the next scheduled Committee meeting.
- CONCURRED to further discuss this topic at the next scheduled Committee meeting. The Managing Editor stated that SBPD PIO (Press Information Officer) advised to continue updating the residents on traffic safety through LW Weekly publications.
- No action was taken regarding Monthly Q&A Podcast with LW Weekly Staff Person.

August 13, 2021, Architectural Design and Review Committee

- CONCURRED to have Committee members (Gambol, Isom) conduct a visit to the nursery and bring back additional samples, to the next scheduled meeting.
- APPOINTED Mr. Dodero as Vice Chair.
- No action regarding Holiday Decorations.
- MOVED to approve the LW Fitness logo, exhibited in option A page 13, in the agenda packet.
- CONCURRED to review additional samples of Mini-farm logos at the next schedule meeting.
- CONCURRED to review additional color samples on option C, page 17 of the RV Lot at the next schedule meeting.
- CONCURRED TO review approved plant list and additional plants for consideration, at the next scheduled meeting.
- MOVED to approve the proposed color pallet and interior design elements, to be included with the Recreation Committee request to the Physical Property Committee, to replace the Clubhouse Two, lobby Carpet.
- MOVED to approve carpet (Brown/ Beige Model #LS043662) and included in the approved set of finishes and Materials.
- MOVED to refer the proposed 2022 budget, for Cost Center 101 to the Finance Committee for review, as presented.
- MOVED to purchase three (3) camel bags or the equivalent to enhance more water to the three African tulip trees at Clubhouse Four.
- CONCURRED to request an assessment on Clubhouse Two.
- CONCURRED to address 10-5160-3 ADR Committee Charter, at a work study.

August 16, 2021, Finance Committee

- MOVED to authorize the Finance Director, write off \$ 1,281 of uncollectible news receivables and assess the feasibility of using a collection agency to recover these funds.
- MOVED to approve the amendment of the Reserve Study, to reflect the replacement of Trust property assets identified as Computers, for compliance to systems needs to support Window 11:
 - 2022 Replacement of computers \$42,500
 - 2023 Replacement of computers \$42,500
 - 2024 Replacement of computers \$34,000
- MOVED to accept for audit and forward to the GRF Board the draft interim financial statements for period ending July 31, 2021, as presented by the Director of Finance, and as reviewed by the Finance Committee.
- MOVED and recommended the GRF Board authorize the purchase of brokered CDs through US Bancorp totaling \$200,000 of capital funds, with terms ranging from twelve (12) to eighteen (18) months at the prevailing interest rates at the time of purchase and at the discretion of the financial advisor.
- MOVED to accept the recommendation from the Mutual Administration Committee and forward to the GRF Board the recommendation to increase the standard hourly SRO labor rate to \$47.20 and the overtime hourly rate to \$70.80, effective January 1, 2022.
- MOVED to inform the Board, the Finance Committee has determined Reserve Funds in the amount of \$193,457 are available and have placed a temporary hold, pending Board action on the proposed, to remove and replace the asphalt in the parking lot of Clubhouse One with concrete, repair, slurry, and re striping of the parking lots at the Administration Building, Building Five and Clubhouse Six, for a cost not to exceed \$193,457, Reserve Funding, as being

recommended to the Board by the Physical Property Committee, per the Committees action request of August 4, 2021.

- MOVED that the GRF Board award a contract to MJ Jurado for the repair, slurry, and re-striping of the Administration Building, Building Five, and Clubhouse Six parking lots and to replace the asphalt at Clubhouse One parking lot, with concrete and to add \$14,000 in contingencies, for a total project cost not to exceed \$193,357, allocating \$78,049 in Reserve funding
- MOVED that the GRF Board award a contract to MJ Jurado for the repair, slurry, and re-striping of the Administration Building, Building Five, and Clubhouse Six parking lots and to replace the asphalt at Clubhouse One parking lot, with concrete and to add \$14,000 in contingencies, for a total project cost not to exceed \$193,357, allocating \$115,457 in Capital Funding.
- No action was taken. Insurance coverage and costs and requested the Executive Director to bring quotes on the recommended coverages presented to the next scheduled meeting.
- No action was taken. The draft of 2022 Budget Assumptions, for Cost Centers 431, 432, 439, 460, 465 & 544. Any changes and/or edits may be presented at the next scheduled meeting.

August 17, 2021, Website Redesign Ad Hoc Committee

- CONCURRED to recommend the GRF BOD approve, at the September BOD meeting, to connect the redesigned LWSB website to the domain name and make it visible to the public.
- MOVED to recommend the GRF BOD approve, at the September BOD meeting, the draft Wikipedia page, to be uploaded to the Wikipedia site.
- CONCURRED to distribute, for review, the link to the redesigned website, incorporating changes requested by the Committee, to the GRF Board of Directors during the first week of September.

Financial Recap – July 2021

As of the seven-month period ended July 2021, the draft financial reports indicate that GRF is in a favorable financial position with a surplus of \$956,529.

Major variances are:

Wages, Taxes & Benefits	\$684,577	Favorable: Wages \$426K; P/R Taxes \$37K; Workers' Comp \$68K; 401(k) ER Match \$20K; Group Ins \$134K; average FTE < budget by 22 FTE
Agency Fees	(144,500)	Unfavorable: Temporary help to fill key positions
Professional Fees	(75,390)	Unfavorable: Unexpected legal expenses
Facilities Maintenance	57,998	Favorable: Maintenance scheduled for later in the year
Publication Printing	66,810	Favorable: Decrease in printing rates
Certificate Prep Fees	62,150	Favorable: Unit sales exceeds budget
Rental Income	188,389	Favorable: Unit sales exceeds budget
Other Income	45,101	Favorable: 2020 income tax refunds \$23K; permit income \$22K
News Advertising Income	57,787	Favorable: Display, Front Footer & Classified ads

	Fund Balance	Allocated For Current Projects	Allocated For Future Projects	For details, see page
Reserve Funds				
Repairs & Replacements	\$12,000,577	\$899,806	\$11,100,771	7

	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Funds				
Capital Improvements	\$3,047,942	\$41,527	\$3,006,415	8

Total year-to-date approved unbudgeted operating expenses are \$115,062.

Portfolio Specialist's Report

September 2021

Coyote Safety



Coyotes in populated areas are typically less fearful of people. They have been known to attack pets and approach people too closely.

Coyotes are skilled hunters; we must be strong, motivated, and most importantly, **proactive**.

But what does being proactive mean?

- We must continue to haze the coyote. **DO NOT** turn your back and run. By running you are seen as prey. **Become BIG!** Wave your arms, scream, throw rocks, etc.
- We must not feed wildlife. Bird feeders on your property will attract rats, squirrels, and rabbits which will attract coyotes to your home.
- We must keep food and trash off our patios.
- We must protect our pets.

Small pets can easily become coyote prey. Cats and small dogs **should never be allowed outside alone**. It's highly recommended that small pets always be accompanied by their owner and dogs must be on a 6 foot leash. Do not use a retractable leash. Your pet can get too far away from you with a retractable leash. One may want to see their dog scamper around on a long retractable leash, but that is only placing the pet in harm's way and is a violation of policy.

Long Beach Animal Care Services recommends calling them at (562) 570-7387 (PETS) to report all coyote sightings and to determine if an Animal Control Officer is needed. Sightings can also be reported online using the link below:

<https://www.longbeach.gov/acs/wildlife/living-with-urban-coyote>

IF A COYOTE IS POSING AN IMMEDIATE THREAT TO LIFE, CALL 911.

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

4.2 Caregiver Actions

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Caregivers, as an invitee of the Shareholder, must act in compliance with the Rules and Regulations of the Mutual at all times. Specifically:

- Caregiver must cease any noise that could be considered disruptive (i.e., no loud televisions, radios, or talking, so as not to disturb the quiet enjoyment of other Qualifying Residents and Shareholders), after 10:00 p.m.
- Caregivers are not allowed to have guests or invitees, including without limitation, family members or friends, to the Unit or anywhere within the Mutual
- Caregivers shall not bring any pets into the Mutual and/or Leisure World.
- Caregivers shall not utilize any Mutual and/or GRF community facilities.

4.3 Caregiver Parking

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If a Shareholder does **NOT** own a vehicle, the Shareholder’s caregiver may use the carport space associated with the Shareholder’s Unit, for purposes of parking their own vehicle, as follows:

- Obtaining a temporary parking permit through the GRF Stock Transfer Office. Such temporary parking permit must always be clearly displayed on dashboard of the caregiver’s vehicle.
- Any vehicle without a Mutual One LW sticker on the windshield or caregiver parking pass on vehicle’s dashboard will be towed if parked on Trust Streets from 11:00 p.m. to 6:00a.m.

Mutual One will allow the Stock Transfer Office to issue Caregiver Parking Passes. All Caregiver Parking Passes will expire on the same date as the Caregiver Pass, Caregiver ID, or Caregiver Badge that was expired.

5. PORCHES, PATIOS, GARDEN EXPANSIONS, PERGOLAS, RETRACTABLE AWNINGS AND GOLF CART PADS

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Porch: A porch is the space under the roof of the structure open to the outside or enclosed from the weather.

Patio: A patio is any surface other than garden material that is attached to, or adjacent to the outside wall structure of a unit.

A porch and a patio can be built as a continuous structure; however, the portion outside the roofline will be considered and maintained as a patio.

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

591 **Personal Gardens in Common Areas: (See Landscaping Rules and Regulations:**
592 **Shareholder’s “set limits” for shareholder garden areas set by the existing garden border.**
593

594 The purpose of these Rules and Regulations is to provide guidelines for the maintenance of
595 porches and patios that are user friendly, increase the value to the Mutual, and improve the
596 aesthetics of the Mutual community. In accordance with California Civil Code Section
597 4600(3)(E), these Rules and Regulations address the process under which Mutual One will
598 permit shareholders to temporarily use and maintain the common area property in front/side of
599 their unit, which is generally inaccessible to and not of general use to other shareholders, subject
600 to the limitations described herein.
601

602 While this Policy grants shareholders a revocable license (and not an Easement) to use the
603 common area in front/side of their unit for their personal use for patios, porches and/or gardens,
604 such patios and gardens shall remain common area property at all times. Mutual One’s Board
605 of Directors (“Board”) may revoke permission to use the common area for patios or gardens at
606 any time. In no case will the granting of permission for modification of Common Property
607 constitute a waiver of Mutual ownership of the Common Property. Shareholders will be required
608 to acknowledge this as part of the documentation of permission to modify Common Property.
609 Knowing that some shareholders would like to enhance the areas adjacent to their own unit, the
610 following Guidelines are provided to help owners who wish to seek permission for patios or
611 personal gardens in Common Areas.
612

5. 1 Porch/Patio Area Rules and Regulations

- 613 • Porches/patios may not be used as a bedroom, kitchen, storage closet, art studio,
614 workshop, etc. **If enclosed, it must be permitted by physical properties and approved**
615 **by the board.**
- 616 • Only items that are appropriate for outdoor use, such as **patio** chairs and lounges with
617 cushions, are permitted on porches/patios.
- 618 • Storage **boxes containers** designed for outdoor use are permitted, however such storage
619 **containers boxes** may not exceed two (2) feet in width by six (6) feet in length and the
620 height must not exceed the height of the wall. Storage **boxes containers** must comply
621 with earthquake safety guidelines. Storage sheds are NOT allowed on patios.
- 622 • Mutual building permits are required for any alterations of the porch/patio, including
623 resurfacing the floor. The top surface must be constructed of a material that is non-skid
624 when wet.
- 625 • Any changes or deviations from the approved plans must be submitted to the Board and
626 approved prior to implementation.
- 627 • Potted plants may be kept on outside walls and may not be in nursery pots.
- 628 • ~~Pets must not be left unattended.~~
- 629 • The following items are not permitted to be stored on the porch/patio: newspapers,
630 magazines, paper, plastic bags, ~~and~~ cardboard, **and food or perishables**. This list will
631 be subject to amendment by the Board as needed.
632
633

(August 2021)

GOLDEN RAIN FOUNDATION Seal Beach, California

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

- 634 • Any item on the porch/patio that conflicts with this policy must be removed by the
- 635 shareholder within 30 days of receiving notice from the Board. If the item is not removed
- 636 after the 30-day period, the Mutual will have the right to remove the item at the
- 637 shareholder’s expense.
- 638 • Natural gas/electric barbeques, **hibachis**, and electric smokers may be kept on
- 639 porches/patios and must be used according to the Mutuals barbecue policy. Charcoal
- 640 barbecues **and hibachis are not permitted.**
- 641 • **No open flame, propane, and/or electric heaters or chimineas are permitted.**
- 642 • Items must not block walkways or remain on lawns overnight.

5.2 Approval Process

644 All requests for porches/patios must be submitted to the Golden Rain Foundation (GRF) Physical
645 Property Department at least ~~two~~ **three (2 3)** weeks prior to a regularly scheduled Board Meeting.

646 The GRF Physical Property Inspector will submit the plans to the Architectural Design Review
647 Team for review and approval ~~at least one (1) week~~ **at least two (2) weeks** prior to a regularly
648 scheduled Board Meeting.

649 Upon written approval by the Board and the Architectural Design and Review Team, the
650 shareholder must obtain a permit using a contractor approved by the GRF.

651 Porch and patio plans must be professionally drawn to be easily understood and include all
652 dimensions including the walls, wall caps, and gates if applicable.

653 **Patios will be unique and will be approved on a site-specific basis, taking into**
654 **consideration all the factors listed below.**

655 ~~All patio areas must maintain a distance of at least three feet (3') from any common sidewalk.~~

656 In determining whether or not to approve a porch and patio request, the Board will ~~review the~~
657 ~~request on a site-specific basis and~~ consider the following:

- 666 • Aesthetic, **conformity, and** financial value to the Mutual
- 667 • Functionality for the shareholder
- 668 • Utility boxes
- 669 • ~~Electrical enclosures/panels~~
- 670 • Sprinkler systems
- 671 • Sprinkler valves/plumbing
- 672 • ~~Telephone pull boxes/equipment~~
- 673 • Sidewalks
- 674 • ~~Laundry rooms~~

SEAL BEACH MUTUAL NO. ONE**AMEND****Rules and Regulations**

- 676 • Landscaping
677 • HVAC units

678
679 All Patios and Pergolas require flooring and must be DCOF equal to or greater than 0.42. Wood
680 flooring is NOT allowed.

681
682 The ~~shareholder will sign the indemnity agreement prior to any construction.~~ GRF
683 ~~Physical Property Department will provide a disclosure to all new shareholders stating that their~~
684 ~~patios may have been constructed on top of the Cooperative's utility conduits for sewer, water,~~
685 ~~electrical, or other types of utilities.~~ If the Cooperative **mutual** or its agents need to access **such**
686 **any** utilities; the shareholder whose patio is constructed over the utility ~~conduit~~ may be required
687 to remove the patio at ~~such~~ **the** shareholder's own expense. **Upon sale of the unit** ~~This selling~~
688 ~~shareholder must sign the disclosure and the GRF will provide such disclosure to~~ the purchasing
689 shareholder ~~along with~~ **must sign** the Licensing and Indemnity Agreement.

690
691 ~~Neighbors will be contacted to determine that the requested patio waiver is acceptable to them.~~
692 ~~The Mutual Board will consider all such input from neighbors but will not be bound by this input.~~

5.3 Pergolas

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696 In order to approve Pergola requests the Board will review the request on a site-specific basis
697 and consider the following:

- 698
699 • Pergolas shall meet all City requirements and must be painted in a solid, white, or neutral
700 color ~~to match the roof, exterior color, or trim of the unit.~~ The color must also be approved
701 by the Mutual.
702 • The size, design and scale of the pergola must be compatible with the unit and the
703 neighborhood, and proportional to the available open space. These structures may not
704 be appropriate on the front of the home or front yard; however, the Mutual will consider
705 requests for such structures on a case-by-case basis.
706 • The sides of these structures shall not be enclosed except where the wall of the main
707 house forms a natural side.
708 • All Patios and Pergolas require flooring and must be DCOF equal to or greater than
709 0.42. Wood flooring is NOT allowed.
710 • ~~The minimum setback from the common sidewalk(s) to vertical posts is three (3) feet.~~
711 • ~~The minimum setback from the common sidewalk(s) to any overhanging horizontal~~
712 ~~structures is two (2) feet.~~ **The overhanging horizontal structures cannot extend over**
713 **the sidewalk.**
714 • Pergolas may be constructed of Alumawood[®], vinyl or other materials as approved by
715 the Mutual. Other materials including wood, straw, bamboo, palm fronds, plastic,
716 Fiberglass, Plexiglas[®], reed or other temporary materials are NOT permitted.

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

- 717 • Pergolas may not be used to house or shield (from the weather or view from the Common
718 Area or other property) a boat, recreational vehicle, car, truck, motorcycle, trailer, storage,
719 pet enclosures, construction materials, trash, equipment, wood supplies and/or any other
720 item(s) not otherwise permitted to remain outside or visible from the Common Area or
721 other property.
- 722 • All modifications are required to have any permits and inspections required by GRF
723 Physical Properties Department and the City of Seal Beach in addition to review approval
724 by the Mutual 1 Architectural Design Review Committee (ADRC).
- 725 • All structures must be properly anchored to prevent them from moving or falling over
726 pursuant to the manufacturer specifications,
- 727 • All structures shall be maintained in an attractive and safe condition. Unsightly or unsafe
728 structures must be repaired or removed at the owner’s expense.
- 729 • Pergolas are typically stand-alone structures with architectural details. They do not have
730 a solid (rain shedding) roof, and while they may be allowed to attach to the house for
731 structural support, are not considered a part of the main residence. ~~Pergolas should be~~
732 ~~attached at end units and detached in all other areas.~~
- 733 • Since pergolas typically have a flat cover design, they should not normally extend above
734 the ~~eight-foot height limit~~ the eaves.

5.4 Retractable Awnings (automated with wind ~~and rain~~ sensor only)

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737
738 A retractable awning is a cover with a frame that retracts against a building or other structure to
739 which it is entirely supported.

740
741 An awning valance is the little curtain that hangs down a short distance from the actual awning.
742

743 In order to approve Retractable awning with wind sensor requests the Board will review the
744 request on a site-specific basis and consider the following:

- 745 • All modifications are required to have any permits and inspections required by GRF
746 Physical Properties Department and the City of Seal Beach in addition to approval by the
747 Mutual One (1) Architectural Committee.
- 748 • Awnings are restricted for use over ~~decks or~~ patios that have hard patio surfaces as
749 approved per rules and regulations.
- 750 • These structures may not be appropriate on the front of the home or front yard;
751 however, the Mutual will consider requests for such structures on a case-by-case
752 basis.
- 753 • Awnings must be equipped with an electric motor and manual override (hand crank) and
754 equipped with a ~~rain and~~ wind sensor, installed pursuant to the awning manufacturer’s
755 specification. ~~Awnings must be certified to withstand wind loads of at least 20 mph winds,~~
756 ~~and the wind sensor must retract the awning automatically before winds exceed wind load~~
757 ~~rating.~~

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

- 758 • Awning materials: Acrylic fabrics or synthetic composite materials are required, in solid,
759 neutral colors to match the roof, exterior color, or trim of the unit. The fabric must be plain,
760 that is, without any pattern, stripes, logos, or decoration. An awning may have a valance
761 on the front edge of the same color fabric as the awning itself. The type of valance must
762 be included with the written request for approval.
- 763 • The color of the frame of the retractable awning should be a neutral tone and/or
764 coordinated with the color of the awning fabric.
- 765 • Required mounting locations are on the soffit, or on the vertical exterior wall of the unit.
766 Roof mounted retractable awnings are prohibited.
- 767 • The installation shall be performed in such a manner that **complies with** the full extent
768 of the manufacturer’s written warranty.
- 769 • ~~If lights are included with the awning, or are an accessory, physical property rules on~~
770 ~~lighting apply.~~

772 Approval of an awning is considered a change in use, and may be withdrawn for violation of
773 rules and regulations, including but not limited to:

- 775 • Failure to maintain the awning in good working order.
- 776 • Installation of an awning that differs from the awning submitted for approval.
- 777 • Creation of a nuisance
- 778 • Failure of a subsequent owner to sign the Licensing and Indemnity Agreement before
779 purchasing the unit.

781 If approval is withdrawn, the board may use any and all enforcement procedures available to
782 have the awning removed, and all costs incurred, legal or other, shall be the obligation of the
783 current owner.

785 The owner of the retractable awning agrees to the following requirements:

- 787 • No items to be hung from the awning and/or awning frame at any time.
- 788 • Must be retracted overnight and when the unit is unoccupied for more than two hours.
- 789 • The owner is responsible for the regular maintenance, cleaning, care, repair, and
790 replacement of the awning to ensure that the unit operates electrically, as well as with a
791 hand crank, and the wind sensor is functioning, and the awning fabric is in good condition.
792 Inspections to confirm satisfactory operation and condition are to be performed by the
793 owner each year when the awning is first used.
- 794 • Damage to the unit caused by installation and/or installation of an awning is the
795 responsibility of the owner. The owner shall indemnify and hold the Mutual harmless from
796 and against all costs, damages, and liabilities incurred with respect to this exterior
797 modification.
- 798 • If the awning is damaged, it must be repaired within a 30-day period and restored to its
799 original condition. If the repair time is estimated to be longer than 30 days, the owner

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

800 must provide a written estimate (from the repair company/parts provider) with an
801 explanation of what needs to be done to get the unit operating again. Owners must
802 request relief from the Board if the awning cannot be repaired during the 30-day period,
803 and the owner may be granted up to an additional 30-day extension to make the
804 necessary repairs. If the awning cannot be repaired in the time agreed upon by the Board
805 with the owner, the awning must be removed. If the damaged awning is removed because
806 it cannot be repaired, installation of a replacement awning will require a new application
807 to the Board.
808

809 When the residence is to be sold, the seller agrees to disclose to the buyer that the buyer is
810 required to sign the License and Indemnity agreement in order to retain approval of the awning
811 on the unit. ~~If the new owner refuses, the seller agrees to remove the awning before the sale is~~
812 ~~completed. If the seller fails to remove the awning before the sale, approval of the awning is~~
813 ~~revoked.~~
814
815

5.5 Porch Use: Rules and Maintenance Requirements

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817
818 Upon moving into your unit, items may remain on the porch for up to thirty (30) days for storage
819 purposes, thereby providing ample time to put things away.
820

821 Any item on the porch/patio that conflicts with this policy must be removed by the shareholder
822 within 30 days of receiving notice from the Board. If the item is not removed after the 30-day
823 period, the Mutual will have the right to remove the item at the shareholder’s expense. In
824 addition, shareholders violating this policy may be subject to monetary penalties.
825

826 After the initial 30 day move-in period, the following items may NOT be stored or placed in or on
827 any porch (enclosed or unenclosed):
828

- 829 • Any type of unauthorized container and/or **cabinets such as, but not limited to**
830 **untreated wood** used for long term storage. (Authorized containers include sheds
831 constructed by a contractor with a GRF Building Permit). Shelving may not be
832 supported/anchored off the building walls.
- 833 • Newspapers, magazines, paper, plastic bags, ~~and~~ items for recycling, **and perishables.**
- 834 • Open food containers, including pet food.
- 835 • Charcoal or highly flammable chemicals. Gasoline operated equipment or gas cans.
- 836 • Refrigerators or freezers in a non-working condition. A **refrigerator or** freezer in working
837 condition, plugged directly into a wall socket is permitted in the porch area of a non-
838 expanded unit and must be placed in an area that does not impede passage or detract
839 from the ambiance of the building. ~~A Mutual inspector must approve the placement of the~~
840 ~~refrigerator or freezer.~~
- 841 • Vacuum cleaners/rug shampoos
- 842 • Electric tools on a permanent basis, saws, gas operated tools or equipment.

(August 2021)

GOLDEN RAIN FOUNDATION Seal Beach, California

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

- 843 • Extension cords strung across a porch or use of multiple extension cords, except those
- 844 used for the charging of electric golf carts.
- 845 • Charcoal barbecues, hibachis, etc.
- 846 • Laundry hung for airing or drying.
- 847 • ~~Unleashed or pets in cages, dog runs, permanent pet kennels, unleashed pets on un-~~
- 848 ~~enclosed porches.~~
- 849 • Hot tubs, Jacuzzis, saunas, fire pits, chimineas ~~chimeras~~, green houses, work benches,
- 850 hobby centers and golf carts.
- 851 • Exercise equipment ~~and game tables~~ require board approval, and the Board may approve
- 852 such items on a case-by-case basis.
- 853 • Hanging obscene objects or stationery is prohibited.

Sheds must be made of plastic, resin or polyurethane (not wood or metal), and must be no larger than five (5) feet deep and seven (7) feet wide. The color of the shed must be an approved neutral color that matches the existing color of the unit's exterior walls.

Screens, panels, or drapes on open porches must meet the following criteria:

- 859 • Constructed of a material rated for outdoor use.
- 860 • Be a-neutral tone and/or coordinated with the color of the exterior wall.
- 861 • Maintained in good condition.

Any existing coverings that are deemed a violation of this policy will be removed/replaced at the shareholder's expense.

Porch gates must be approved by the Mutual inspector.

~~Sheds must be made of plastic, resin, or polyurethane (not wood or metal), and must be no larger than five (5) feet deep and seven (7) feet wide. The color of the shed must be an approved neutral color that matches the existing color of the unit's exterior walls.~~

5.6 Patio Use: Rules and Maintenance Requirements

- 875 • When a unit is sold, the new buyer must agree to manage, maintain, and ensure the cost
- 876 of the patio or the patio will be removed at the seller's and/or buyer's expense.
- 877 • All existing patios must be brought into compliance at the sale or transfer at seller's
- 878 expense. The new buyer/transferee must sign the License and Indemnity Agreement
- 879 provided by the Mutual Board.
- 880 • Patios must slope away from the building with adequate weep holes in the walls for proper
- 881 drainage.
- 882 • ~~Walls, including caps, enclosing patios must be~~ Walls enclosing patios, including
- 883 caps, can be between 26 inches and up to 35 inches high. Gates must not be higher
- 884 than 36 inches and must not detract from the ambiance of the building.

SEAL BEACH MUTUAL NO. ONE**AMEND****Rules and Regulations**

- 885 • ~~PATIO WALLS are only permitted on end units (F and G only)~~ Walls in center units may
 886 extend to their garden border (up to 35 inches) and board approval is site specific.
 887 (Addition of a garden extension must follow garden rules within these Rules and
 888 Regulations).
- 889 • ~~The GRF Physical Property Department will provide a disclosure to all new shareholders~~
 890 ~~stating that their patios might have been built over sewer, water, electrical, or other types~~
 891 ~~of utilities.~~ If access to such **the** utilities is needed, the shareholder may be required to
 892 remove the patio at such shareholder's own expense. ~~This disclosure must be signed by~~
 893 ~~the selling shareholder and it will be provided to the purchasing shareholder with the~~
 894 ~~Licensing and Indemnity Agreement.~~
- 895 • Shareholders shall bear any and all costs of the patio including, but not limited to, the
 896 maintenance of the patio, sprinkler relocation, grass replacement, tree
 897 replacement, walkway/ flooring /flower bed repairs.
- 898 • As a condition of the patio approval, shareholders must obtain and maintain liability
 899 insurance that covers lawsuits relating to the patio. The Shareholder is **not** relieved of
 900 any liability due to the Shareholder's failure to insure their property.
- 901 • The shareholder must agree and sign the Licensing and Indemnity Agreement provided
 902 by the Mutual.
- 903 • ~~A majority vote of a quorum of the Board of Directors is required to approve a patio.~~ A
 904 majority vote or the Board of Directors is required to approve a patio. ~~Patio plans~~
 905 ~~must be approved prior to the start of construction.~~

5.7 Garden Expansion Approval Process

- 907
- 908
- 909 • All requests for garden expansions or removals must be submitted to the Golden Rain
 910 Foundation (GRF) Physical Property Department.
- 911 • The GRF Physical Property Inspector must submit the plans for approval to the Board of
 912 Directors prior to a regularly scheduled Board Meeting.
- 913 • Upon approval by the Board of Directors a permit must be obtained through a contractor
 914 approved by the Golden Rain Foundation.
- 915 • Garden plans must be professionally drawn to be easily understood with dimensions.
 916 Pictures can accompany plans.
- 917 • ~~All garden areas must maintain a distance of at least three feet (3')~~ one foot (1') ~~from~~
 918 ~~any common sidewalk.~~ An entrance walkway garden expansion will be considered
 919 on a seit-specific basis.
- 920 • Shareholders may landscape their garden area to their own preference as long as their
 921 plants, shrubs, and ground cover (both living and solid structural material) do not cause
 922 any damage to buildings, etc., do not affect the natural slope for drainage and do not
 923 obviously disrupt the character of the Mutual. Shareholders should request a consultation
 924 with Mutual's landscaping service for suggestions on replacement plants which do not
 925 grow too large for designated area or cause root damage to walls, pipelines, sewage

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

- 926 system, pavement, or foundations and require minimal watering. All garden expansions
- 927 must have the required four (4) inch concrete strip and or border.
- 928 • Garden areas must be maintained to preserve and protect the attractive appearance of
- 929 the Mutual. Plants must be trimmed to prevent growth which extends over/into the
- 930 common area or walkways, and when the plants detract from the surroundings. Plants for
- 931 gardens should be selected with discretion to prevent problems. Shareholders will be
- 932 billed for any damage to walls or walkways by branches or roots from plants.
- 933 • ~~No v~~Vegetable or fruit plants in pots are permitted. Please refer to Landscaping Rules
- 934 and Regulations.
- 935 • Fences ~~or garden walls~~ are not permitted.

936
937 All garden requests will be considered by the Board of Directors on a site-specific basis, taking
938 into consideration, but not limited to the following:

- 939
- 940 • Aesthetic/financial value to the Mutual
- 941 • Functionality for the shareholder
- 942 • Utility boxes
- 943 • Electrical enclosures/panels
- 944 • Sprinkler systems
- 945 • Sprinkler valves/plumbing
- 946 • Telephone pull boxes/equipment
- 947 • Sidewalks
- 948 • Laundry rooms
- 949 • Landscaping

950
951 ~~Neighbors will be contacted to determine that the requested garden waiver is acceptable to them.~~

952 ~~The Mutual Board will consider all such input from neighbors but will not be bound by this input.~~

953 As a condition of garden expansion approval, the shareholder must obtain and maintain liability

954 insurance covering any and all lawsuits involving the garden. The Shareholder is not relieved of

955 any liability due to the Shareholder’s failure to insure their property.

956
957 The shareholder must agree and sign the Licensing and Indemnity Agreement provided by the
958 Mutual.

959
960 Costs for repairs or relocation of damaged buried electrical lines, cables, sprinklers, water lines,
961 etc. are entirely the responsibility of the shareholder. Repairs must be made immediately. If the
962 Mutual must accomplish these repairs to restore service immediately to neighbors, the
963 shareholder causing the damage will be billed for all costs.

964
965 ~~Plant materials must NOT be allowed to grow taller than 36 inches.~~ Natural barrier to globe
966 lights or special circumstances will be considered and will be limited to landscaping (i.e., bulbs,
967 annuals, perennials, shrubs, potted trees. No plantings of invasive species will be allowed).

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

968

Plants must not overhang the planting area or interfere in any other way with mowing equipment. Shareholders are responsible for garden maintenance such as, but not limited to, weeding, drip line watering, trimming. Gardens must be tended and kept neat in appearance. Plant materials must be cleared appropriately.

973

Chemicals used on personal gardens must be only those certified as safe for use (people and pets). The shareholder agrees to not hold ~~mutual~~ **Mutual One** or GRF (and its employees and contractors) responsible for any damage to their personal gardens.

977

Personal gardens in Common Areas that have not been approved by the Board may be removed by the Mutual and the costs of removal may be billed to the shareholder. Approved gardens which are not properly maintained also may be removed by the mutual at the shareholder’s expense.

981

5.8 Electric Cart Pad

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A permanent concrete slab for the parking or charging of an electric cart will not be permitted on Mutual property.

985

- Shareholders must obtain approval from the Mutual Inspector and a permit from the GRF Physical Property Department before installing a temporary pad to park or charge an electric cart.
- If modifications to the existing sprinkler system are required to install an approved parking or charging pad, such modification shall be at the shareholder’s expense.

988

A temporary parking or charging pad may be located adjacent to unit if the following guidelines are met:

991

- The temporary parking or charging pad shall be constructed of concrete grid paving slab or solid interlocking paving stones.
- The location of the parking or charging pad must be approved by the Mutual inspector and the GRF Physical Property Department.
- Specifications for the installation of an electric cart parking or charging pad may be obtained in the GRF Physical Property Department.
- The parking or charging pad shall not exceed five (5) feet in width.
- The cost of installing a parking or charging pad will be at the shareholder’s expense.
- The parking or charging pad shall be removed upon the sale or transfer of the shareholder’s rights to the unit, at the seller’s expense, unless the buyer wants the parking or charging pad to remain and agrees to such in writing.
- Upon a sale of a unit, any concrete parking or charging pads that installed prior to the latest approval date of this policy may be required to be removed and the turf or grass area must be returned to the existing garden line at the selling shareholder’s expense.
- The shareholder must agree and sign the Licensing and Indemnity Agreement provided by the Mutual.

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SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

- 2495 • Permits for any construction work valued at more than \$10,000.00 performed in Mutual
- 2496 One shall require a Performance Bond.
- 2497 • The bond shall require sufficient funds in the event the work is not completed on time and
- 2498 according to approved plans and also the satisfaction of Mutual One for any reason.
- 2499

Exceptions are as follows:

- 2500
- 2501
- 2502 • The contractor is listed on the Physical Property list of approved contractors.
- 2503 • The contractor has completed more than \$100,000 per year in contracts in Leisure World
- 2504 for the last three years.
- 2505

ARTICLE V. LANDSCAPE/GARDEN RULES AND REGULATIONS

2506 The Mutual will advise shareholders of violations of these Rules and Regulations, in writing. If

2507 the violating shareholder does not correct the violation within 30 business days, the Mutual

2508 will make the correction(s) at the expense of the shareholder. (Refer to Appendix A –

2509 Shareholder Garden – Notice to Comply Letter.)

2510

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2512

2513 The Mutual’s landscape contract includes routine trimming of shrubbery and cultivating and

2514 weeding. Rose bushes are pruned annually, usually in January.

2515

1. LANDSCAPE REQUESTS

- 2516 • Shareholders must contact the HELPLINE for any gardening requests or sprinkler
- 2517 service. Shareholders are prohibited from requesting such work directly from the
- 2518 gardeners.
- 2519 • Shareholder’s “set limits” for shareholder garden areas are ~~four feet (4’) front, five feet~~
- 2520 ~~(5’) side/end~~ **set by the existing garden border**. (Refer to Patio Rules and Regulations)
- 2521 • The Mutual reserves the right to determine if a shareholder garden area has become
- 2522 cluttered or unsightly. If so determined, the Mutual will send a 30-day written notice to the
- 2523 violating shareholder. If further action is needed, the Mutual will take steps to bring the
- 2524 shareholder garden area into compliance at the expense of the shareholder and the
- 2525 shareholder will not be reimbursed for any discarded items. (Refer to Appendix A –
- 2526 Shareholder Garden – Notice to Comply Letter.)
- 2527 • Containers on the ground in the standard shareholder garden area must be decorative.
- 2528 • Nursery containers are not permitted.
- 2529 • No more than ~~a combined total of~~ 15 containers will be allowed **in per side of personal**
- 2530 **garden area of common areas front and side** of an individual unit **(end units 15 in front**
- 2531 **and 15 on side)**. Under no circumstances should potted plants prohibit unit ingress or
- 2532 egress.
- 2533 • Containers that have no drainage holes and standing water are not permitted; they are
- 2534 breeding grounds for mosquitoes.
- 2535
- 2536

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

- 2537 • Freestanding inanimate objects are permitted in shareholder garden area but shall be
- 2538 limited to six (6) objects. ~~are not to be higher than thirty inches (30") tall unless authorized~~
- 2539 ~~by the Board.~~
- 2540 • **Hanging objects on porches are limited to six (6).**
- 2541 • Shareholders are prohibited from leaving unused gardening material/equipment, empty
- 2542 pots, fertilizer, pavers, trash, garbage, newspapers, household items, water dishes or
- 2543 food of any kind in their gardens and common areas. Units with outside storage cabinets
- 2544 cannot store fertilizers in the storage units or carport storage units (fire hazard). If not
- 2545 removed within 30 days a 30-day written notice to correct will be issued
- 2546

2. TRANSFORMER/VAULT/METER PANEL AREAS

- 2547
- 2548
- 2549 • Edison pad mount transformers, cable vaults, and telephone vaults must be kept
- 2550 accessible and any objects on them must be easily removable.
- 2551 • Meter panels must not be obstructed.
- 2552 • Plants must never rub against the building structure, stucco, or deco blocks.
- 2553 • All non-conforming plantings will be cut back by the Mutual.
- 2554 • All plants, vines, and trees must remain at least twelve inches (12") below the eaves to
- 2555 allow access for inspection and maintenance (i.e., painting).
- 2556 • Climbing or espalier (trellis) plants in pots are allowed above ground but must be confined
- 2557 to a free-standing trellis that is clear of the building.
- 2558 • For a list of trees, plants, flowers, and bushes that may NOT be planted in the ground see
- 2559 website: <https://www.cal-ipc.org/plants/profiles/>
- 2560

3. WALKWAYS

- 2561
- 2562
- 2563 • Potted plants may not block the 36-inch entry and walkway requirement.
- 2564

4. EDGING

- 2565
- 2566
- 2567 • Block, brick, or concrete must border each decorative walkway and between shareholder
- 2568 garden area and turf.
- 2569 • Edging must be approved by the architectural committee prior to installation.
- 2570

5. LIGHTING

- 2571
- 2572
- 2573 • Garden/ patio solar lighting must be installed that such lighting does not interfere with
- 2574 mowing or edging.
- 2575 • Maintenance of solar lighting is the responsibility of the Shareholder.
- 2576 • The landscape contractor and/or Mutual will not reimburse the shareholder for damages
- 2577 to any garden and/or patio lighting.
- 2578 • Any electrical lighting installations must be permitted.

(August 2021)

GOLDEN RAIN FOUNDATION Seal Beach, California

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

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6. HOLIDAY DÉCOR

- Shareholders may install holiday lighting and decorations in their garden and/or patio areas with materials that are approved for outdoor usage.

7. GARDEN AREAS

- Shareholders who wish to maintain their shareholder garden areas themselves, can obtain a red flag from a Director or contact the helpline (landscaping) to indicate to the gardeners to pass over the unit’s garden area.
- Any tree or plant in the shareholder garden area if deemed by the Physical Property Inspectors and/or Landscape Committee to have roots that will cause damage to the building infrastructure, plumbing, walkways, lawn area, or retaining walls must be removed within 30 days of notice or will be removed at the expense of the shareholder.
- Drip lines may be added within the shareholder garden area. Installation and maintenance expenses are the responsibility of the shareholder and must be done or inspected by mutual landscaper. Installation must be attached to the shareholder’s water system and faced away from all building structures. Slow watering of plants all day or all night or without attendance is not permitted; this is to prevent flooding and over watering of the area.
- When the Notice of Intent to Withdraw, sell or transfer is submitted, the unit undergoes an inspection.

8. SHAREHOLDER GARDEN AREA SIZES

If a shareholder garden area is to be converted into a patio by any means (concrete, tiles, stones, etc.) or any echo-friendly garden alignment changes or expansions; before work begins, it must be permitted and approved by the Board. (See patio rules and regulations)

9. TREES

- The limited planting area around shareholders’ units does not allow for the planting of trees in the ground.
- Trees in pots are allowed (above ground) but cannot have roots extend through the pot into the soil of the garden area and cannot come into contact with the unit walls or exterior decor.
- Shareholders with fruit trees are required to keep the ripened fruit picked and remove any fallen fruit, to deter rodents. For any non-compliance, shareholder will be notified and given 30 days to comply; otherwise, the fruit tree will be removed by the Mutual at shareholder’s expense.

SEAL BEACH MUTUAL NO. ONE

AMEND

Rules and Regulations

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10. PLANTS IN POTS

- Plants in decorative pots are allowed above ground in the garden areas.
- Fruits and vegetables are permitted **only** in pots in the shareholder garden area ~~only~~.

11. LAWN ORNAMENTS, DECORATIONS, OUTSIDE LIGHTING, SIGNS, FLAGS, AND INANIMATE OBJECTS

Free-standing, **hanging, and** inanimate objects are permitted within the shareholder garden area with following limitations:

- Limit of 6.
- May not flash, blink, spin, rotate, or cause a public nuisance of any kind.
- Decorations including holiday decorations; landscape or accent lighting; wall- mounted flags and lanterns; for sale, for rent, garage sale, yard sale, and political campaign signs, as long as erected and taken down in a timely manner.
- No signs may be placed on common property.
- Every effort should be made not to disturb or adversely affect neighbors with the installation and operation of flood or security lights.
- The Board may request a homeowner to remove an item(s) if surrounding homeowners complain.
- Commercial advertising signs and flags are prohibited.

12. COMMON AREA MAINTENANCE & USE

- The maintenance of all Mutual common areas (including carport garden areas) is the responsibility of the Mutual Board of Directors and/or Landscape Committee.
- Shareholders are not permitted to place, install, hang, remove, or relocate plants or any other landscaping materials in the common area and around common area trees without Board approval. (This includes lawn furniture). If any these items are placed in common areas, they automatically become property of the mutual without financial compensation and may not be removed by any shareholder. Any damages or fees incurred by the Mutual for items placed in common area by shareholder will be the responsibility of the shareholder.
- Common area trees will be removed due to age or disease and replaced with approval from the Board of Directors.
- When making a recommendation for tree removal, pertinent facts shall be supplied to the Board, by the Landscape Committee.
- Some of the facts include whether the tree is diseased, whether the tree can be treated without excessive expense, whether the tree’s roots are threatening to invade the sewers or concrete, and whether the tree is growing in such a way that it is unsightly and, therefore, displeasing to the surrounding neighbors.