

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL TEN  
January 24, 2018**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Ten was called to order by President Arlart on Wednesday, January 24, 2018, at 9:00 a.m. in the Administration Building, Conference Room A.

**SHAREHOLDER(S') COMMENTS**

Several shareholders made comments.

**ROLL CALL**

Present:	President Arlart, Vice President Cummings, Secretary Stipcich, Chief Financial Officer Giles, and Director Atkinson and Newman
GRF Representative:	Ms. Winkler
Guests:	Four Mutual Ten shareholders
Staff:	Ms. Hopkins, Mutual Administration Director Mr. Black, Building Inspector Mrs. Aquino, Recording Secretary Mrs. Vigil, Recording Secretary

**MINUTES**

President Arlart asked if there were any corrections to the Regular Monthly Meeting minutes of November 29, 2017. There being no corrections, the minutes were approved as printed.

President Arlart asked if there were any corrections to the Special Meeting minutes of January 8, 2018. There being no corrections, the minutes were approved as written.

**GRF REPRESENTATIVE**

Ms. Winkler updated the Board on the GRF activity (attached).

**BUILDING INSPECTORS REPORT**

Inspector Black updated the Board on the Mutual Activity (attached).

Following questions, Inspector Black left the meeting at 10:09 a.m.

**UNFINISHED BUSINESS**

Following a discussion, and upon a MOTION duly made by Vice President Cummings and seconded by Director Newman, it was

RESOLVED, To engage in a contract with John Nelson Plumbing to complete six (6) additional Buildings in Mutual Ten, Buildings 249-254, at a cost not to exceed \$225,000 and authorize the President to sign the contract.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Vice President Cummings and seconded by Director Newman, it was

RESOLVED, To engage into a contract with Environmental Remediation Contractors (ERC) for abatement related to the re-plumbing of Buildings 249–254, at a cost not to exceed \$30,000 and authorize the President to sign the contract.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Vice President Cummings and seconded by Director Atkinson, it was

RESOLVED, THAT, NOT WITHSTANDING PREVIOUS ACTION BY THE BOARD, the Mutual Ten Board will permit LA Seismic to place the nodes, in the Mutual Ten common areas, and authorize the President to sign the contract.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by President Arlart and seconded by Director Atkinson, it was

RESOLVED, To ratify the phone poll vote taken on December 18, 2017, to accept the proposal with Johns Landscape, and issue a work order to clean the gutters and downspouts in Mutual Ten, with roof access, at a cost not to exceed \$2,208.

The MOTION passed.

**NEW BUSINESS**

Following a discussion, and upon a MOTION duly made by Vice President Cummings and seconded by CFO Giles, it was

RESOLVED, To accept the one year tree trimming proposal from BrightView Landscape at a cost not to exceed \$8,500, and authorize the President to sign the contract.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by CFO Giles and seconded by Director Newman, it was

RESOLVED, 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.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Vice President Cummings and seconded by CFO Giles, it was

RESOLVED, 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.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by President Arlart and seconded by Vice President Cummings, it was

RESOLVED, To post amended Policy 7525 – Withdrawal Inspection Process Fee, amended on 08/27/14, never ratified and/or posted, on a preliminary basis until the 30–day posting period is completed.

The MOTION passed.

**SECRETARY / CORRESPONDENCE**

Secretary Stipcich received no correspondence.

**CHIEF FINANCIAL OFFICERS REPORT**

CFO Giles submitted his financial report (attached).

**MUTUAL ADMINISTRATION DIRECTOR**

Ms. Hopkins updated the Board on the Mutual Administration activities (attached).

**ANNOUNCEMENTS**

President Arlart went over the schedule of Council meetings for the month of February.

CFO Council: Wednesday, February 7, 2018, at 10:00am [ B ]

Presidents' Council: Thursday, February 1, 2018, at 9:00am [ Ch 4 ]

Emergency Prep Information Council: Friday, February 2, 2018, at 10:00am [ B ]

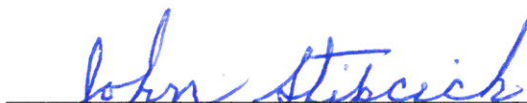
Physical Property Council: Thursday, April 5, 2018, at 1:30pm [ B ]

Landscape Council: Friday, April 20, 2018, at 10:00am [ B ]

Roundtable: Friday, February 16, 2018, at 1:00pm [ A ]

**ADJOURNMENT**

President Arlart adjourned the meeting at 11:21 a.m. and announced there would be an Executive Session following the meeting to discuss member issues.

  
Attest, John Stipcich, Secretary  
SEAL BEACH MUTUAL TEN  
ka:01/30/18 Attachments

**BUILDING CAPTAINS AND SHAREHOLDERS: PLEASE DO NOT LEAVE THE MONTHLY MINUTES AT EMPTY APARTMENTS. THANK YOU.**

**REMINDER: THE SWEEPING DAY FOR MUTUAL TEN'S TRUST STREETS IS THE 4th WEDNESDAY NIGHT OF EACH MONTH. PLEASE DO NOT PARK ON INTERLACHEN, ST. ANDREWS, OR NORTHWOOD STREETS AT THIS TIME.**

**Mutual Ten shareholders can access the monthly minutes on the Mutual website at:  
[www.lwsb.com](http://www.lwsb.com) – go to “MUTUALS” – CLICK ON “Mutual 10”**

RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING OF January 24, 2018

01/24/18 RESOLVED, To engage in a contract with John Nelson Plumbing to complete six (6) additional Buildings in Mutual Ten, Buildings 249-254, at a cost not to exceed \$225,000 and authorize the President to sign the contract.

RESOLVED, To engage into a contract with Environmental Remediation Contractors (ERC) for abatement related to the re-plumbing of Buildings 249–254, at a cost not to exceed \$30,000 and authorize the President to sign the contract.

RESOLVED, THAT, NOT WITHSTANDING PREVIOUS ACTION BY THE BOARD, the Mutual Ten Board will permit LA Seismic to place the nodes, in the Mutual Ten common areas, and authorize the President to sign the contract.

RESOLVED, To ratify the phone poll vote taken on December 18, 2017, to accept the proposal with Johns Landscape, and issue a work order to clean the gutters and downspouts in Mutual Ten, with roof access, at a cost not to exceed \$2,208.

RESOLVED, To accept the one year tree trimming proposal from BrightView Landscape at a cost not to exceed \$8,500, and authorize the President to sign the contract.

RESOLVED, 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.

RESOLVED, 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.

RESOLVED, To post amended Policy 7525 – Withdrawal Inspection Process Fee, amended on 08/27/14, never ratified and/or posted, on a preliminary basis until the 30–day posting period is completed.

**GOLDEN RAIN FOUNDATION REPRESENTATIVES REPORT**  
**MUTUAL 10**  
**JANUARY 2018**

Congratulations to our Physical Property Inspector, Kevin Black for 25 years of employment with the Golden Rain Foundation (GRF). His years of experience was announced at the January Board of Directors (BOD) meeting along with a pin, a certificate and a check in appreciation for all his hard work throughout the years. Kevin always has always done with a smile and a willingness to help Leisure World residents.

Perry Moore, the Director from Mutual 17 and the Chair of the Los Alamitos Medical Center Advisory Committee shared our Health Care Center is now fully staffed with doctors and will soon hold an open house to introduce them to all the new staff and the improvements to the center.

Kathy Rapp, the Director from Mutual 7, Chair of The Management Services Ad Hoc Committee, shared the committee members were still going through all the many many services and work done for the Mutuals and our residents by our various departments. The committee has reviewed Physical Property and Service Maintenance and have identified a number of non-standard services which should be billed directly to the resident. An example would be an inspection of damages done by the shareholder to a unit and the inspector's time and should those hours be paid by the shareholder.

The Strategic Planning Ad Hoc Committee will be meeting quarterly and will hold a meeting in January to review and outline how Capital and Reserves funds will be used for the next 10 years.

An ADRC motion won support of the BOD to spend \$10,000 plans to a Landscape Architectural Company to landscape the median on South St. Andrews street. This is more complicated than just planting a few plants, etc... We need to put in a landscape which will not affect the roadway or damage it in any way and knowledgeable professionals need to give us the information.



ADRC also completed a "New Director's Handbook" outlining why and how to run for the GRF Board of Directors and once elected the information needed by a new director to sit on the BOD and make informed decisions and the duties of the GRF Directors. This information will be very helpful to "newbies" and will be available in the Stock Transfer Office which also has all the GRF and Mutual board applications.

The GRF Treasurer, Barry Lutkoff (M-14), gave his report along with voicing his frustration over our very low investment return on our Capital and Reserve Funds. This money is now invested at .07% less applicable income taxes and fees. This means the real return can be below 4/10's of one percent. As your GRF Director, I agree with him. Although the policy states we must invest in FDIC insured accounts or funds, the monies earned won't even keep up with inflation. I would be very interested on your thoughts on our investments, keeping in mind, we have over nine million dollars in our investment funds.

The BOD discussed GRF selling beer and wine at our catered events in our club houses, however, the vote, to send the issue back to the Recreation Committee for more information, was a tie so the Foundation will not be selling any libations at our future functions. This subject will probably come up once again in the future. Currently, the caterer, who has a license to sell alcohol, can include wine and beer in their prices which is why you do see it on our tables at some events.

We also upgraded an electrical panel at Clubhouse 2 as the additional amps will be needed for Mission Park and the pickle ball courts. We also approved over one hundred and thirty thousand dollars to be spent on constructing the courts. The unused shuffle bar courts have now been demolished so the new pickle ball and multi-use courts will now proceed with their construction.

The BOD has now passed the policies regulating the Recreational Vehicle Park. Divided into three separate policies are the Rules and Regulations, Fines and Penalties and the rules outlining what service maintenance, to the RVs, can be done inside the walls of the park. The RV Ad Hoc Committee worked on these policies diligently and carefully. We started working with the base policy used by Laguna Woods, read it line by line and adjusted it to fit our needs. There were several meetings, hours of discussion and input by some of the RV owners. In my opinion, it is almost impossible to cover all contingencies and situations, so I expect there will be adjustments as time goes by. There is a 30 day waiting period and in February the BOD will once again vote on it and then it will officially take effect. Once again, your input is always appreciated on actions which come before us.

Also, another gentle warning regarding parking on Trust Streets (the ones with the curbs). At this meeting the fines for parking in red zones has been increased to \$100.00 for the first offense and \$200.00 for the second and subsequent events. Please be careful and take the time to insure sure your vehicle is not parked even a few inches into a red zone.

Once again, I always welcome your thoughts and comments so please call or contact me. I really would like to hear from you.

Ronde Winkler  
Mutual 10 Representative



## **RECAP OF GOLDEN RAIN FOUNDATION BOARD ACTIVITY OF JANUARY 23, 2018**

### Approved Minutes

MOVED and duly approved to accept the minutes of the December 19, 2017 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting, as presented.

### Architectural Design and Review Committee – St. Andrews South, Landscape Architectural Services

MOVED and duly approved a contract between GRF and Mission Landscape Architecture (Exhibit A in agenda packet), in an amount not to exceed \$10,000, Reserve Funding and authorize the President to sign the contract.

### Executive Committee – Approved GRF Director's Handbook

MOVED and duly approved usage of the GRF Director's Handbook.

### Finance Committee – Accepted December 2017 Financial Statements

MOVED and duly approved to accept the December 2017 Financial Statements for audit.

### Finance Committee –Investment Strategy

Moved and duly approved to continue the investment ladder by investing \$500,000 from the First Foundation Bank Money Market Reserve account and from proceeds of a maturing CDAR (Reserve funds) in a 52-week CDAR @ .70% which will be fully insured by the FDIC.

### Mutual Administration Committee – Rescinded Policy 7710, Estate Transaction and Creditors' Claims

MOVED and duly approved to recommend the GRF BOD rescind Policy 7710, Estate Transaction and Creditors' Claims.

### Mutual Administration Committee – Rescinded Policy 7710.1, Admittance to Apartments-Public Administrators' Office

MOVED and duly approved to recommend the GRF BOD rescind Policy 7710.1, Admittance to Apartments – Public Administrator's Office.

### Physical Property Committee – Capital Funding Request – Change Order – Electric Service

MOVED and duly approved a change order to Schlick Services to upgrade 400 Amp panel to 600 Amp panel, based on electrical demands, for a cost not to exceed \$11,854.11, Capital funding, and authorize the President to sign all applicable documents.

### Physical Property Committee – Mission Park, Multipurpose Court

MOVED and duly approved to award a contract to Zaino Tennis Courts Inc. for the construction of pickle ball courts at the Mission Park area of the Clubhouse Two, for a cost not to exceed \$130,277, Capital funding, and have the President sign all applicable contracts.

### Recreation Committee – Catered Wine Service at Select GRF Events

The motion to refer the agenda item back to the Recreation Committee failed.

### RV Lot Ad hoc Committee – **TENTATIVE VOTE:** Adopt Policy 1487.50, Recreational Vehicle Lot (RVL) Rules and Regulations

MOVED to tentatively adopt Policy 1487-50, Recreational Vehicle Lot (RVL) Rules and Regulations, pending a 30-day notification to the membership and a final decision by the GRF BOD on February 27, 2018.

RV Lot Ad hoc Committee – **TENTATIVE VOTE:** Adopt Policy 1487.01-50, Schedule of Penalties and Fines for Notice of Violation

MOVED to tentatively adopt Policy 1487.01-50, Schedule of Penalties and Fines for Notice of Violation, as amended, pending a 30-day notification to the membership and a final decision by the GRF BOD on February 27, 2018.

RV Lot Ad hoc Committee – **TENTATIVE VOTE:** Adopt Policy 1487.02-50, RV Lot Maintenance

MOVED to tentatively adopt Policy 1487.02-50, RV Lot Maintenance, pending a 30-day notification to the membership and a final decision by the GRF BOD on February 27, 2018.

Security, Bus & Traffic Committee – **FINAL VOTE:** Amend Policy 1927.01-27, Fees (Fines) for Parking Rules Violations on Trust Property

MOVED to ratify Policy 1927.01-37, Fees for Parking Infractions, as presented.

Security, Bus & Traffic Committee – **FINAL VOTE:** Adopt Policy 1928-37, Golf Carts and Low Speed Vehicles

MOVED to ratify Policy 1928-37, Golf Carts and Low Speed Vehicles, as presented.

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(10) TEN**

INSPECTOR: **Kevin Black**

MUTUAL BOARD MEETING DATE: **January 24th 2018**

## PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
10-244E	oven micro, stove top	both	11/15/17	01/25/18	yes change		Lw décor
10-245A	remodel w/repipe	both	09/25/17	02/28/18	no	rooting/underground 12/8/17 - rough 12/8/17	kang
10-251A	remodel	Both	11/06/17	12/06/17	no	under ground 11/17/17 - fil	peek
10-260H	carport cabinet	GRF	11/15/17	12/15/17			handyman
10-256I	flooring	grf	11/30/17	01/30/18	no		the finishing touch
10-239E	new kit. Washer/dryer/showe						
10-247E	cart pad	grf	12/15/17	01/15/18	no		JLS
10-250B	room addition	both	01/15/18	03/24/18	no		ogan

## ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
10-251F			11/02/17	11/13/17	11/24/17		
10-260C		11/07/17					
10-257C		11/07/17					
10-244G		12/20/17					
10-256H		12/20/17					

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

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(10) TEN**

INSPECTOR: **Kevin Black**

MUTUAL BOARD MEETING DATE: **January 24th 2018**

CONTRACTS and PROJECTS	
CONTRACTOR	PROJECT
Brightview	Lawns: Mutual gardening and lawns - on going,
Brightview	Landscape:
	Rain Gutters:
	Tree removals:
Fenn Pest and Termite	contract - on going, Monday and Wednesday service for pest, Wednesday is for termite treatment and pest, no termite treatment on Mondays
	Re-piping:
	Painting:
Dry rot / Termite / Paint lists	RFP's can go out soon if BOD approves specifications are in from Vista
Concrete	set to start week on 1/8/18
sewer cleaning	
fire extinguishers	
SHAREHOLER and MUTUAL REQUESTS	
244H - ceiling redo	
260F - solved issue with plug and piping, reimbustment c	
256G - check on hot water ok	
257 - sewer issue have order in to camera	
12/18/17 - pp meeting	
243D - water damage	
245L - contractor issues from 245A	
1/9/18 - meeting w/Brightview	



SEAL BEACH MUTUAL NO. 10  
**FINANCIAL STATEMENTS RECAP**  
For the 12 months ending December 31, 2017

December			Account	YTD		
Actual	Budget	Variance		Actual	Budget	Variance
68,443	68,446	0.0%	Regular Assessment	821,312	821,308	0.0%
25,293	25,299	0.0%	Reserve Funding	303,511	303,511	0.0%
<b>93,736</b>	<b>93,745</b>	<b>0.0%</b>	<b>Total Regular Assessment</b>	<b>1,124,823</b>	<b>1,124,819</b>	<b>0.0%</b>
638	586	8.9%	Service Income	6,689	6,988	-4.3%
1,735	1,932	-10.2%	Financial Income	22,262	23,184	-4.0%
73	1,276	-94.3%	Other Income	17,364	15,334	13.2%
<b>2,446</b>	<b>3,794</b>	<b>-35.5%</b>	<b>Total Other Income</b>	<b>46,315</b>	<b>45,506</b>	<b>1.8%</b>
<b>\$ 96,182</b>	<b>\$ 97,539</b>	<b>-1.4%</b>	<b>Total Mutual Income</b>	<b>\$ 1,171,138</b>	<b>\$ 1,170,325</b>	<b>0.1%</b>
39,939	39,939	0.0%	Trust Maintenance Cost	479,213	479,213	0.0%
6,106	7,313	-16.5%	Utilities	85,161	87,767	-3.0%
5,941	2,426	144.9%	Professional Fees	20,748	29,145	-28.8%
28,439	16,927	68.0%	Outside Services	195,307	203,058	-3.8%
1,773	5,635	-68.5%	Taxes & Insurance	64,084	67,631	-5.2%
25,293	25,299	0.0%	Contributions To Reserves	303,511	303,511	0.0%
<b>\$ 107,491</b>	<b>\$ 97,539</b>	<b>10.2%</b>	<b>Operating Expenses Before Off-Budget</b>	<b>\$ 1,148,024</b>	<b>\$ 1,170,325</b>	<b>-1.9%</b>
<b>\$ (11,309)</b>	-		<b>Excess Inc / (Exp) After Off-Bdgt Items</b>	<b>\$ 23,114</b>	-	
			Depreciation (Off-Budget Item)			
	<b>November</b>		<b>Excess Inc / (Exp) After Off-Bdgt Items</b>	<b>\$ 23,114</b>	<b>\$ -</b>	
			<b>Restricted Reserve</b>			
(1,174)			Appliance Reserve	17,884		
319			Painting Reserve	140,004		
11,364			Roofing Reserve	1,605,136		
-			Emergency Reserve	223,484		
4,299			Infrastructure Reserve	45,578		
-				-		
<b>\$ 14,808</b>			<b>Total Restrictd Reserve</b>	<b>\$ 2,032,086</b>		

**CFO Report - Mutual 10**  
**December 31, 2017**

Account Description	\$ Variance	% Variance	Explanation
Total Other Income	\$ 809	1.8%	Fiscal Year- End Income ended the year better than Budget. The surplus was primarily from Inspection Fees, Miscellaneous Income and Late Charges
Utilities	\$ (2,606)	-3.0%	Utilities ended the Fiscal Year with a surplus in all areas.
Professional Fees	\$ (8,397)	-28.8%	Professional Fees ended the Fiscal Year better than Budget primarily in Legal Expense.
Outside Services	\$ (7,751)	-3.8%	Outside Services ended the Fiscal Year better than Budget primarily in Landscape areas.
Taxes & Insurance	\$ (3,547)	-5.2%	Fiscal Year- End Taxes and Insurance ended better than Budget in all areas.
Process Inc / (Exp) After Off-Bdgt Items	\$ 23,114	0.0%	Fiscal Year- End ended better than Budget.
			Fiscal Year ended better than Budgeted. However the \$23,114 amount is subject to Audit. The Audit should not show adjustments. The final figure will be transferred to Infrastructure Reserve to help cover the cost of the Water Lines replacement.
			(OVER)

# **The Mutual Administration Director's Comments**

## **JANUARY 2018**

### **Pet Registration**

Per Pet Policy 7501, Article II, your pet must be registered with the Stock Transfer Office before it is brought onto the Mutual premises. Further, the pet registration and licensing must be updated on or before December 31 of each year. The Mutual Pet Registration Form can be picked up at the Stock Transfer Office. To complete the registration, you will need to include the following:

Requirements for Dogs: City of Seal Beach Pet License, proof of spay or neuter, proof of dog's inoculations, proof of liability insurance, and proof of dog's weight.

Requirements for Cats: Proof of spay or neuter, and proof of liability insurance.

If you are renewing a currently-registered pet in the Stock Transfer Office, you do not need to complete a new form, but you do need to provide current liability insurance documents and, for dogs only, a current City of Seal Beach Pet License.

### **Caregiver registration**

Per Policy 7557 all Caregivers whether working as a family member, as an individual, or through an agency, must apply and receive a special photo pass from the Golden Rain Foundation Stock Transfer Office:

- 1) The ID must be renewed every six months.
- 2) The ID must be worn around the neck at all times.
- 3) ID, Badge, or Pass may not be transferred or lent to anyone.

Please ask a Director for individual Mutual requirements and/or see your specific Mutual 7557 Caregiver policy posted on your individual Mutual website.

### **Year-end mail out information**

The 2018 guest passes, and property tax and assessment information was mailed December 29, 2017. Payment coupons will be mailed under separate cover.

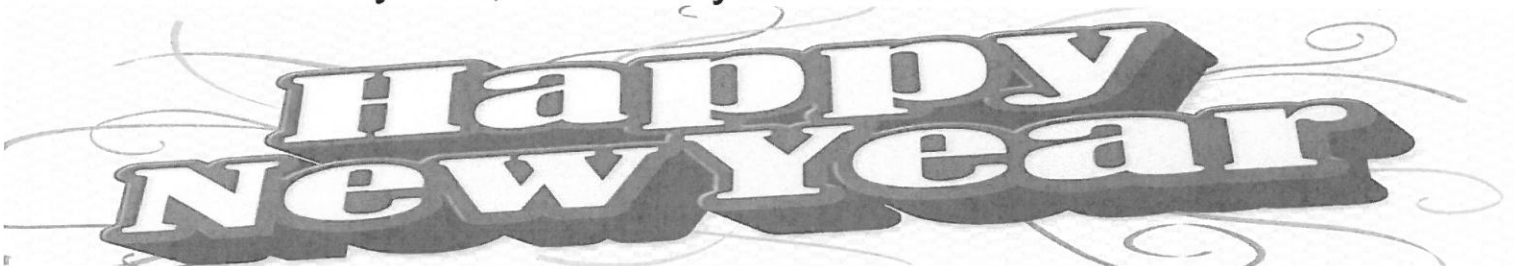
If your monthly assessment is via direct debit, the money will automatically be withdrawn from your account.

As a reminder, guest passes are intended for your trusted family and friends, and are not to be given to contractors, caregivers, neighbors or someone you've hired to work in your home.

If you have not received your guest passes or payment coupons by January 16, 2018, or have questions about registering your Caregiver or pet call the Stock Transfer Office at (562) 431-6586 ext. 347,348.

Estates will not receive guest passes but will receive the property tax and assessment information.

**The New Year is yours, what will you do with it?**





## Physical Property Report – January 24, 2018

The Mutual 10 Board has given permission to LA Seismic to place passive nodes in Mutual Ten common areas to study the formation of the earth under our Mutual. This is a part of a large study covering Long Beach, Seal Beach, and the Naval Weapons Station. We will receive a donation of \$20,000 in exchange for granting them access to our Mutual. More information will be distributed to the residents once a firm date is set.

## Physical Property Council – January 4, 2018

The Physical Property Council met and discussed the following items:

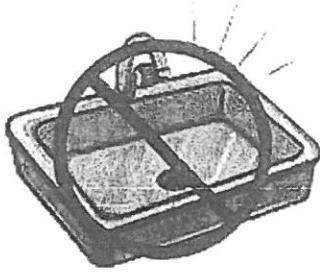
**Sewer Pipe Re-lining** – A new company has been found that can re-line any of the sewer lines that need repair under our homes at a more reasonable cost.

**Lock Boxes** – All of us that have non-standard locks have Lock Boxes on our porches or near our front doors to hold a key to the door. If you have a standard lock and do not have a lock box, please consider purchasing and installing one so that staff can get into your unit more quickly in an emergency. The LW Lock Boxes are available from Purchasing.

**Garbage Disposal Information** – Information on the proper use of the Garbage Disposals was distributed (and will be in the minutes).

## Parking Committee Report

The Parking Committee consisting of Esther Cummings, John Stipcich, Ruthann Arlart, Jill Harding, Cheryl Gibson and Carl Keene has met twice and has prepared a Parking Policy for Mutual 10 which is based on the policy adopted by GRF. They will now review the Towing Policy and the Carport Policy. We hope that the full package will be ready for review and adoption by the Mutual 10 Board in February.



## PROPER USE OF GARBAGE DISPOSAL

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

Follow these easy steps when using the garbage disposal:

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

### **\*REMINDER\***

#### **Please do not grind these items**

Bones	Onion Skins
Carrot peelings	Pea Pods
Celery & Rhubarb Stalks	Potato Peelings
Coffee Grounds	Grease
Corn Cobs–Husks or Silks	Pills
Egg Shells	Glass
	Rice
	Any fibrous materials

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

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

Translate URL [http://](#)

English

→ Korean

Views

[This page differs from the](#)

Translated 100%

Mouse over text to see original

이 음식 쓰레기 처리에 넣지 마십시오.

1. 쌀
2. 파스타
3. 셀러리
4. 아스파라거스
5. 양 인데
6. 차드
7. 양배추의 일종
8. 상추
9. 감자 껍질
10. 어니언 스킨
11. 애플 코어
12. 달걀 껍질
13. 그리스
14. 커피 찌꺼기
15. 구덩이 및 씨앗 과일
16. 뼈

차가운 물로만 사용 합니다.

청소를 얼음 조각으로 실행 합니다.

**Mutual Ten  
Landscape Report  
January 2018**

It's a new year and we are still going through a transition with our new gardeners. I know that these changes are unsettling. We're trying to stay on top of all of the issues as they occur and let BrightView know what our concerns and issues are. It is a learning curve for both of us. The good thing is that they seem very eager to make things work as we would like them to. Please feel free to contact me with any issues that you are concerned with. But, remember to be patient. I have received many complaints that have been resolved with a little time to complete the job and would not have been reported had the resident been a little more patient with the new process. Please do not harass the gardeners with your complaints, but refer them to me or one of the other board members.

**Turf and Irrigation**

We have discovered issues with our irrigation system that need to be addressed before we can proceed with our lawn issues. Over the next month we will be taking our lawns down to eliminate some of the heavy thatch build-up. THEY WILL BE VERY BROWN. Please be assured that BrightView will be fertilizing and over seeding in early spring. We are working very closely with BrightView to formulate a long term plan for improving our irrigation system and our lawns.

**Tree Trimming, Removal and Replacement**

BrightView will also be doing our annual tree care. Working in conjunction with their Arborist we have just interred into a 3 year plan for our tree maintenance. They will begin trimming and thinning our trees within the next few weeks. It will be a two or three week process. Please be advised of the extra noise and mess for the next few weeks. The arborist has identified several trees that have issues and will have to be removed. We will be working with the arborist to replace and add trees at the appropriate time as our budget permits.

Thank you for your patience and your support.

Linn Atkinson  
Landscape Chairman  
562 430-8430  
e-mail: atkinson2834@gmail.com

**MUTUAL OPERATIONS****SHAREHOLDER REGULATIONS****Withdrawal Inspection Process Fee****RESOLUTION:**

That Mutual No. Ten will charge a fee (**refer to table below**) for the inspection process when a share of stock is listed for sale, effective 08-27-14 (**see below**).

<b><u>MUTUAL AND ADOPTION</u></b>		<b><u>AMENDED/AMT</u></b>	<b><u>EFFECTIVE DATE</u></b>
ONE:	01 Aug 89/\$500		
TWO:	01 Aug 89		
THREE:	01 Aug 89	04-12-13/\$1,000	05-01-13
FOUR:	01 Aug 89	09-14-16/\$1,000	09-14-16
FIVE:	01 Aug 89	08-19-15/\$1,000	08-19-15
SIX:	01 Aug 89		
SEVEN:	01 Aug 89	11-16-16/\$1,200	11-16-16
EIGHT:	01 Aug 89	07-22-13/\$1,000	07-23-13
NINE:	01 Aug 89	03-13-13/\$1,000	04-01-13
TEN:	01 Aug 89	08-27-14/\$1,000	08-27-14
ELEVEN:	01 Aug 89	09-17-15/\$1,000	09-17-15
TWELVE:	01 Aug 89	11-12-15/\$1,000	11-12-15
FOURTEEN:	01 Aug 89	11-17-15/\$1,200	11-17-15
FIFTEEN:	01 Aug 89	04-15-13/\$1,000	05-01-13
		08-22-17 \$1,500	10-16-17
SIXTEEN:	01 Aug 89	03-18-13/\$1,000	04-01-13
SEVENTEEN:	Not Applicable		

**MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF DIRECTORS  
SEAL BEACH MUTUAL TEN  
January 8, 2018**

The Special Meeting of the Board of Directors of Seal Beach Mutual Ten was called to order by President Arlart on Monday, January 8, 2018, at 2:30 p.m. in Building 5 Conference Room B.

**ROLL CALL:**

Present: President Arlart, Vice President Cummings, Secretary Stipcich, CFO Giles, Directors Atkinson and Dr. Newman

Staff: Building Inspector, Kevin Black

One Shareholder made a comment.

**BUILDING INSPECTOR REPORT**

Building Inspector Black updated the Board on Mutual activity.

**LANDSCAPE SERVICE**

The Board discussed the landscape maintenance service.

**ADJOURNMENT**

President Arlart adjourned the meeting at 4:00 p.m.

Attest

  
John Stipcich, Secretary  
SEAL BEACH MUTUAL TEN  
Ra: 10/16/17