

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL TEN
August 22, 2018
Meeting begins 9:00 a.m.
Administration Building Conference Room A

1. CALL TO ORDER
2. SHAREHOLDER COMMENTS (2-3 minutes per shareholder)
3. ROLL CALL
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF AND GUEST(S):

Ms. Winkler, GRF Representative
Ms. Hopkins, Mutual Administration Director
Mr. Meza, Building Inspector
Mrs. Aquino, Recording Secretary
5. APPROVAL OF MINUTES:
Regular Meeting Minutes of July 25, 2018
Special Meeting Minutes of August 13, 2018 (p. 3)
6. GRF REPRESENTATIVE Ms. Winkler
7. BUILDING INSPECTOR'S REPORT Mr. Meza
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p. 4-5)
 - a. Discuss and vote to approve/deny the Dry Rot Repair and Painting Proposal for Unit 10-241 (p. 6)
 - b. Discuss and vote to go out to bid for change in Landscape Company (p. 7)
8. **UNFINISHED BUSINESS**
 - a. Update Waterline Project
 - b. Update Roofing Project
 - c. Update BrightView Landscape Services
 - d. Update Tree Removal
 - e. Update Carport and Laundry Room Light Fixtures
 - f. Update Garden Inspections
9. **NEW BUSINESS**
 - a. Discuss and review the Proposed Parking Education Plan to inform residents of Policy 7502.10.01 – Parking Rules (p. 8)
 - b. Paint Color Selection Advisory Committee
 - c. Discuss and vote to approve/deny Service Maintenance install window screens in Mutual Ten laundry rooms (p. 9)
 - d. Discuss and vote to Cancel the regular monthly meeting of December 26, 2018 (p. 10)
 - e. Discuss and vote to approve/deny Mr. C's towing agreement for 2018-2019 (p. 11)

STAFF BREAK BY 11:00 a.m.

NEW BUSINESS (continued)

- f. Discuss and vote to adopt Policy 7541 – Co-Occupants, Qualified Permanent Residents and Health Care Providers (p. 12-27)
- g. Discuss and vote to adopt Policy 7490.pb.10 – Payment and Performance Bond (p. 28-29)
- h. Discuss and vote to approve/deny amount of additional guest passes for 2019 (p. 30)
- i. Discuss Email/Phone Service provided by GRF

- 10. SECRETARY / CORRESPONDENCE Mr. Stipcich
- 11. CHIEF FINANCIAL OFFICERS REPORT Mr. Giles
 - a. Discuss and vote to approve/deny the transfer of funds from Emergency Reserve to Appliance Reserve (p. 31)
 - b. Discuss and vote to approve/deny the transfer of funds from Emergency Reserve to Painting Reserve (p. 32)
- 12. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
- 13. ANNOUNCEMENTS
 - a. NEXT MEETING: September 26, 2018 in the Administration Building, Conference Room A
- 14. COMMITTEE REPORTS (as time permits)
 - a. President Ms. Arlart
 - b. Vice President Ms. Cummings
 - c. Emergency Preparedness Information Council Mr. Stipcich
 - d. Finance/ Budget Committee Mr. Giles
 - e. Landscape Committee Ms. Arlart
 - f. Physical Properties Committee Ms. Cummings
 - g. Other Committees
 - Social Event Committee
 - Paint Color Selection Advisory Committee Ms. Cummings
- 15. DIRECTORS' COMMENTS
- 16. SHAREHOLDER(S)' COMMENTS (2-3 MINUTES)
- 17. ADJOURNMENT
- 18. EXECUTIVE SESSION

STAFF WILL LEAVE THE MEETING BY 12:00 p.m.

DATES TO REMEMBER:

CFO Council: Wednesday, September 5, 2018 at 10:00 a.m. [B]
Presidents' Council: Thursday, September 6, 2018, at 9:00 a.m. [Ch 4]
Emergency Information Council: Friday, September 7, 2018, at 10:00a.m.[B]
Special Board Meeting: Monday, September 17, 2018, at 2:30 p.m. [B]
Landscape Council: Friday, October 19, 2018, at 10:00 a.m. [B]
Roundtable: Friday, September 21, 2019 at 1:00 a.m. [A]

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL TEN
August 13, 2018**

The Special Meeting of the Board of Directors of Seal Beach Mutual Ten was called to order by President Arlart on Monday, August 13, 2018, at 2:32 p.m. in Building 5 Conference Room B.

ROLL CALL:

Present: President Arlart, Vice President Cummings, CFO Giles, Director Atkinson, Dr. Newman

Absent: Secretary Stipcich

Staff: Building Inspector Meza

No shareholders present

BUILDING INSPECTOR'S REPORT

Building Inspector Meza updated the Board on Mutual activity.

ADJOURNMENT

President Arlart adjourned the meeting at 3:56 p.m.

Attest

Ruthann Arlart, President
SEAL BEACH MUTUAL TEN
Ra: 08/13/18

(These are tentative minutes, subject to approval by the Board of Directors at the next Regular Board of Directors' Meeting.)

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(10) TEN**

INSPECTOR: **MIKE MEZA**

DATE: **August, 2018**

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
10-238E	shower cut down w/enclosure	both	08/21/18	09/21/18	no		Nu Kote
10-241E	heat pump	both	08/17/18	11/20/18	no		greenwood
10-243J	shower cut down w/enclosure	grf	07/30/18	08/30/18	no		Nu Kote
10-244-C	washer/dryer/ elect. Panel	both	08/06/18	09/20/18	no	rough,ground,elec, and frame 08/10/18	pena construction
10-249G	kit/bath remodel & flooring	both	07/01/18	09/30/18	no	08/07/18 paper in shower,08/06/18 grou	ac&r construction
10-251A	entry door	grf	08/20/18	09/30/18	no		m&m construction
10-253C	drywall panel wall/ skylight	both	05/01/18	08/31/18	no		mamuscia conts.
10-253C	heat pump	both	08/13/18	11/13/18	no		greenwood
10-253j	heat pump	both	08/16/18	11/16/18	no		greenwood
10-254-i	heat pump	both	08/14/18	11/14/18	no		Nu Kote
10-254D	flooring	grf	06/30/18	08/15/18	no		Los Al builders
255-J	shower cut down w/enclosure	both	08/13/18	09/13/18	no		Nu Kote
10-256A	kit/bath/window & doors	both	07/23/18	10/19/18	no		MP const.
10-260K	garden pad	grf	08/13/18	09/03/18	no		john landscape

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
10-241C		04/06/18					
10-248C	2/12/2018						
10-250F		04/04/18	05/31/18	06/04/18	06/13/18		
10-250G		02/08/18	03/06/18	03/07/18	03/19/18		
10-256H		12/20/17	08/01/18	08/01/18			
10-257C		11/07/17	02/07/18	02/14/18	02/22/18		
10-257D		03/19/18	04/16/18				
10-257J	4/6/2018						
10-258B		04/04/18	04/12/18	04/17/18			
10-260C		11/07/17					
10-244J		05/10/18	07/26/18	07/27/18	08/08/18		
10-245-A		06/13/18	07/31/18	07/31/18	08/10/18		

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: **MIKE MEZA**

DATE: **August, 2018**

CONTRACTS and PROJECTS

CONTRACTOR	PROJECT
Brightview	Lawns: Mutual gardening and lawns - on going
Brightview	Landscape: turf renovations - pending Bod approval - on hold
	irrigation: Building 243 and 241 JLS installing new sprinkler valves and strainer
	Tree Removal: waiting on rivised proposal from Chad from Brightview
Fenn Pest and Termite	contract - on going, Monday and Wednesday service for pest, Wednesday - is for termite treatment and pest
ERC Abatement	abatement: building 242 on 08/09/18 and 241 on 08/16/18
Califorina re-pipe	Re-piping: building on 08/09/18 and 241 on 08/20/18
kres const.	Re-pipe painting: following behind re-pipers
Roofing Standard	Roofing: contract signed, start date 08/27/18
Kress Construction	Stove hoods: contract signed, start date 08/27/18
BA Contruction	Dry rot repair: preparing contract
Hutton Painting	paint mutual: contract signed, start date 10/15/18
Dry rot / Termite / Paint lists	walked buildings 240,241,242,243,244,& 245

SHAREHOLER and MUTUAL REQUESTS

10-251-L	check skylight for leak	
10-241-G	sprinkler leaking	
10-246-G	check sprinkler manifold	
10-249-C	skylight to bright	
10-243-I	check bath tub for rust	
10-257-D	roof leak at patio	
10-243-I	follow up on bathtub	
10-260-E	met with S/H at unit to discuss cable tv	
10-245	inspected water heater in all units	
10-249-G	met with contractor	
10-246-G	checked hot water heater	
10-244-J	unlocked door for painter	
10-243-I	checked hole in shower	
10-248-F	checked water damage	
10-248-G	inspected A/C unit in attic for leak	

Mutual Corporation No. Ten

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY THE DRY ROT REPAIR AND PAINTING PROPOSAL FOR UNIT 10-241
(BUILDING INSPECTOR REPORT ITEM A)
DATE: AUGUST 22, 2018
CC: MUTUAL FILE

I move to approve/deny the proposal submitted by Bruno H. Alvarez, General Contactor, to perform all labor necessary to complete the dry rot, termite and paint work, for Unit 10-241, at a cost not to exceed \$ 42.00 per hour with all materials supplied by the Mutual, and authorize the President sign the contract.

Mutual Corporation No. Ten

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY TO GO OUT TO BID FOR CHANGE
IN LANDSCAPE COMPANY (BUILDING INSPECTOR REPORT ITEM B)
DATE: AUGUST 22, 2018
CC: MUTUAL FILE

*I move to approve/deny that the Physical Property Department go out to bid for a new
Landscape Company.*

PROPOSED PARKING EDUCATION PROGRAM

At the Mutual 10 meeting in July the Board finalized the new Parking Policy 7502.10.1. We were advised by the Security Services Director, Mr. Paul Bristow, that it was very important to fully inform the shareholders of the new policy prior to its implementation. The following education program is proposed:

Notice in the Leisure World newspaper of the new policy and a Town Hall Meeting with date where it would be explained. Include date it will begin being enforced.

Town Hall Meeting. Notices to each unit. Invite Mr. Bristow to attend. Include summary document of the new policy and/or copy of policy in the notice. Include date it will begin being enforced.

Another notice in the Leisure World newspaper just prior to the beginning of the enforcement.

Work with Mutual Admin to set a scheduled time, place, and process for shareholders to challenge their citations and fines.

Mutual Corporation No. Ten

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY THE INSTALLMENT OF WINDOW
SCREENS IN MUTUAL TEN LAUNDRY ROOMS
(NEW BUSINESS ITEM C)
DATE: AUGUST 22, 2018
CC: MUTUAL FILE

I move to approve/deny the installment of window screens in the Mutual Ten laundry rooms, at a cost not to exceed \$_____, and authorize the President to sign the contract. Work to be completed by_____.

Mutual Corporation No. Ten

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO CANCEL THE REGULAR MONTHLY MEETING OF
DECEMBER 26, 2018 (NEW BUSINESS ITEM D)
DATE: AUGUST 22, 2018
CC: MUTUAL FILE

I move to cancel the Regular Monthly Meeting of December 26, 2018.

Mutual Corporation No. Ten

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY MR. C'S TOWING AGREEMENT
FOR 2018-2019 (NEW BUSINESS ITEM E)
DATE: AUGUST 22, 2018
CC: MUTUAL FILE

At the August 22, 2018 Board Meeting, the Board of Directors will vote to approve the Mr. C's Towing agreement for 2018-2019.

I move to approve the Mr. C's Towing Agreement for the towing of vehicles when there is a violation of Mutual Policy, effective 2018-2019 and authorize the President to sign the Agreement.

Mutual Corporation No. Ten

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO ADOPT POLICY 7541 – CO-OCCUPANTS, QUALIFIED PERMANENT RESIDENTS AND HEALTH CARE PROVIDERS
(NEW BUSINESS ITEM F)
DATE: AUGUST 22, 2018
CC: MUTUAL FILE

At the August 22, 2018 Board Meeting, the Board of Directors will vote to adopt Policy 7541 - Co-Occupants, Qualified Permanent Residents and Health Care Providers (attached).

I move to adopt Policy 7541 – Co-Occupants, Qualified Permanent Residents and Health Care Providers on a preliminary basis until the 30-day posting period is completed.

MUTUAL OPERATIONS**DRAFT****RESIDENT REGULATIONS****Co-Occupants, Qualified Permanent Residents and Health Care Providers**

The community facilities of the Golden Rain Foundation are maintained for the use of members of Leisure World Seal Beach with the following exceptions:

1. Co-Occupants

- a. Senior citizens, as defined in California Civil Code Section 51.3 (c)(1), who are not members but are approved by the Mutuals to reside with a stockholder, shall be entitled to use all of the community facilities upon payment of a fee equal to the Amenities Fee listed in Policy 5061-31. (Forms 9001 and 9002)
- b. In order to comply with section 51.3 of the California Civil Code, the following classes of citizens may reside in Leisure World Seal Beach.
 - i.) Is 55 years of age or older
 - ii.) Has completed the Co-Occupant Application
 - iii.) Has written authorization from the Mutual President, or any Mutual Officer so designated by the Mutual President, to reside in the dwelling unit.
 - iv.) Has paid the required Amenities Fee to the Golden Rain Foundation

2. Qualified Permanent Residents

- a. Persons who are not senior citizens as defined in California Civil Code Section 51.3(c)(1), who can present proof that they are eligible to be classified as Qualified Permanent Residents under California Civil Code Section 51.3(c)(2), shall be entitled to use all of the community facilities upon payment of a fee equal to the Amenities Fee listed in Policy 5061-31. (Forms 9003 and 9004)

3. Health Care Providers

- a. Permitted health care residents, as defined in California Civil Code Section 51.3(c)(6), shall be required to obtain Service Passes and are not entitled to use any of the community facilities. The administration shall furnish each Mutual a monthly report of those health care providers residing in the Mutual.

COMMUNITY OPERATIONS**USE OF COMMUNITY FACILITIES****Co-Occupants and Qualified Permanent Residents**

The community facilities of the Golden Rain Foundation are maintained for the use of stockholder/members of Seal Beach Leisure World with the following exceptions:

1. **Co-Occupants**

Senior citizens, as defined in California Civil Code Section 51.3 (c)(1), who are not stockholders/members but are approved by the Mutuals to reside with a stockholder, shall be entitled to use all of the community facilities upon payment of a fee equal to the Amenities Fee listed in Policy 5061.

2. **Qualified Permanent Residents**

Persons who are not senior citizens as defined in California Civil Code Section 51.3(c)(1), who can present proof that they are eligible to be classified as Qualified Permanent Residents under California Civil Code Section 51.3(c)(2), shall be entitled to use all of the community facilities upon payment of a fee equal to the Amenity Fee listed in Policy 5061.

3. **Health Care Providers**

Permitted health care residents, as defined in California Civil Code Section 51.3(c)(6), shall be required to obtain Service Passes and are not entitled to use any of the community facilities. The administration shall furnish each Mutual a monthly report of those health care providers residing in the Mutual.

Policy

Adopted: 31 Jan 95

Amended: 22 May 18

GOLDEN RAIN FOUNDATION

Seal Beach, California

(May 18)

COMMUNITY OPERATIONS**RESIDENT CO-OCCUPANTS****Co-Occupant Agreements**

In order to comply with Section 51.3 of the California Civil Code, the following classes of citizens may reside in Seal Beach Leisure World:

1. Co-Occupant – a person who meets all of the following qualifications:
 - a. Is 55 years of age or older.
 - b. Has completed the co-occupant application
 - c. Has written authorization from the Mutual President, or any Mutual officer so designated by the Mutual President, to reside in the dwelling unit.
 - d. Has paid the required Amenities fee to the Golden Rain Foundation.

Policy

Adopted: 12 Jun 85
Amended: 15 Apr 86
Amended: 12 Apr 94
Amended: 22 May 18

GOLDEN RAIN FOUNDATION
Seal Beach, California

Application & Approval Co-Occupant

The following signed documents pertain to an application by a Shareholder-Members to seek approval by the Mutual Board to include a Co-Occupant in the residency of their unit. Note: A Co-Occupant has no ownership rights in the Leisure World unit. Please fill out the following attached documents:

- | | |
|---|-----------|
| <input type="checkbox"/> Sign Cover Sheet Disclosure | Pages 1-2 |
| <input type="checkbox"/> Co-Occupant Application Form | Pages 3-4 |
| <input type="checkbox"/> Co-Occupant Agreement | Pages 5-7 |

Shareholder-Member Name: _____

Shareholder-Member Name: _____

Co-Occupant's Name: _____

Amenities Fee \$3,054 and Setup Fee \$100.00 is paid: Receipt # _____

ID Card Received: _____ Date _____ Staff _____

Important! Please Sign: The Proposed Co-Occupant understands and agrees that the Shareholder-Members must be residing in the Unit full-time with the Co-Occupant and that the Co-Occupant has no rights of residency unless the Shareholder-Members are residing in the Unit full-time.

x _____ Date: _____
Co-Occupant Signature

x _____ Date: _____
Shareholder-Member Signature

x _____ Date: _____
Shareholder-Member Signature

Application & Approval
Co-Occupant

APPROVED BY SEAL BEACH MUTUAL NO _____

By: _____

Title: _____

Date: _____

RECEIVED BY GOLDEN RAIN FOUNDATION

By: _____

Title: _____

Date: _____

TERMS USED IN THIS FORM:

Shareholder – A person who owns one share of Mutual Corporation stock in Leisure World Seal Beach, Mutuals 1 to 16, and lives in the Mutual as a resident. This term does not apply to Mutual 17. This term was originally defined in the Mutual Bylaws. "ARTICLE X. FISCAL MANAGEMENT. Section 7. Miscellaneous. That in the By-Laws of this corporation, the term "member" and "Shareholder" are used interchangeably and shall have the same meaning and refer to those individuals owning the shares of stock of this corporation."

Member – A person who is a member of the Golden Rain Foundation (GRF). Only resident Shareholders can become members of the GRF. Non-resident co-owners (NRCO) are NOT members of the GRF and cannot request co-occupant approval for the unit. This term is defined in the GRF-BYLAWS ARTICLE II. Membership, SECTION III.

Shareholder-Member – a person who is a Shareholder and a Member of the GRF.

Co-Occupant Application

Golden Rain Foundation

Stock Transfer Office

Mutual/Unit: _____

Confidential Information
Maintained In GRF Corporate File

Last Name	First Name	Middle Initial
Date of Birth	City and State of Birth	Male <input type="checkbox"/> Female <input type="checkbox"/> Other <input type="checkbox"/>
Married <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Widow <input type="checkbox"/> Widower <input type="checkbox"/> Domestic Partner <input type="checkbox"/>		Retired: Yes <input type="checkbox"/> No <input type="checkbox"/>
	If not retired, Current Occupation	Relationship to Shareholder- Members

Home Phone ()	E-Mail Address
Cell Phone ()	

IMPORTANT: NEXT-OF-KIN OR EMERGENCY CONTACT INFORMATION		
Name	Address	Relationship
Home Phone ()	Work Phone ()	Cell Phone ()

PLEASE ATTACH A COPY OF GOVERNMENT ISSUED PHOTO ID FOR PROOF OF AGE

Co-Occupant Application

Does the Co-Occupant have an expectation of ownership interest in the Shareholder-Members' Unit? _____

If yes, please describe your inheritance interest and attach any legal documents which support your future right of inheritance such as a Certification of Trust, Court Order or other.

We hereby certify and declare under penalty of perjury, that the foregoing information is true and correct.

Date this _____ day of _____, 20____, at Seal Beach Leisure World.

Shareholder-Member Signature

date

Shareholder-Member Signature

date

Co-Occupant's Signature

date

Co-Occupant Agreement

Mutual & Unit: _____

This **"AGREEMENT"** made and entered into this _____ day of _____, 20____ by and between Seal Beach Mutual No. _____ (hereinafter referred to as the **"CORPORATION"**, a Corporation having its principle office and place of business in Orange County, CA, and the Shareholder-Member: _____
Shareholder-Member: _____ and the
Co-Occupant: _____.

WHEREAS, the corporation was formed for the purpose of acquiring, owning and operating a cooperative housing project to be located at Seal Beach Leisure World, Seal Beach, Orange County, California, with the intent that its stockholders (Shareholder-Members) shall have the right to occupy the dwelling units thereof under the terms and conditions set forth in the Occupancy Agreement; and

WHEREAS, the Shareholder-Members are the owner and holder of one share of common capital stock, Series _____ of the Corporation and have a bona fide intention to reside in the project, and the Co-Occupant is qualified as a senior citizen pursuant to Civil Code 51.3 (C) (2).

NOW THEREFORE, in consideration of the Mutual, promises contained herein, the Corporation hereby consents to the Co-Occupant residing with the Shareholder-Members in Unit No. _____, Seal Beach Mutual No. _____, located at Leisure World.

ARTICLE 1. CHARGES

The Shareholder-Members hereby covenant and agrees to pay the Golden Rain Foundation an amount equal to the then current Amenities Fee payable in the same amount as is required of all Shareholder-Members at Leisure World.

ARTICLE 2. CARRYING CHARGES

The Co-Occupant acknowledges, covenants and agrees that in order to maintain residence with the Shareholder-Members that it is necessary that all monthly carrying charges as set forth in Article 1 of the Occupancy Agreement between the Corporation and the Shareholder-Members be paid.

ARTICLE 3. OCCUPANCY AGREEMENT

The Co-Occupant acknowledges reading the Occupancy Agreement existent between the Corporation and the Shareholder-Members and agrees to be bound by all of the terms and provisions therein contained as to residency, and the fact that said apartment is to be used for residential purposes only. The Co-Occupant agrees and acknowledges that

Co-Occupant Agreement

the Co-Occupant, in order to maintain residence, is jointly liable with the Shareholder-Members for all such charges related to the Seal Beach Mutual unit being occupied.

ARTICLE 4.

The Co-Occupant agrees that no right held by the Co-Occupant to reside with the Shareholder-Members may be assigned nor transferred to any other person and that no immediate or collateral family member in any relationship with the Co-Occupant will be allowed to reside with the Co-Occupant.

ARTICLE 5.

The Co-Occupant is entitled to use any and all of the facilities furnished and provided for Members of the Foundation at Leisure World and the Co-Occupant shall be entitled to enjoy said facilities together with the right of Occupancy with the Shareholder-Members.

ARTICLE 6.

The Co-Occupant covenants and agrees that he/she will comply with any and all pertinent corporate regulations, bylaws, and rules of the Corporation and Foundation related to occupancy, and will endeavor with the Shareholder-Members to cooperate with the other residents to bring about, for all residents of the Seal Beach Mutual in which the apartment is located, a high standard of home and community conditions. The Co-Occupant acknowledges, that by his/her acts and actions that if the occupancy is detrimental to the peace, quiet and enjoyment of the Seal Beach Leisure World community, that the same may result in the eviction of the Shareholder-Members and the Co-Occupant, and that there exists between the Shareholder-Members and the Corporation, a Landlord-Tenant relationship. The Co-Occupant acknowledges that he/she may be requested to leave the project or be evicted in the event said individual ceases to be qualified pursuant to the provisions of California Civil Code 51.3 (2) (B).

FURTHER: The Co-Occupant covenants and agrees that he/she has, pursuant to Civil Code, **NO RIGHT** to continue residence in the event of death, dissolution of marriage, upon hospitalization or other prolonged absence of the Shareholder-Members.

ARTICLE 7.

Co-Occupant understands that though they have an ID card for use of the community facilities, Co-Occupant may not attend monthly or Annual Mutual Shareholder-Member Meetings, or hold office, or participate in any governing process of the Mutual Corporation in which they reside or of the Golden Rain Foundation.

Co-Occupant Agreement

Shareholder-Member Signature

date

Shareholder-Member Signature

date

Co-Occupant's Signature

date

QUALIFIED PERMANENT RESIDENT AGREEMENT

Mutual No. _____ Unit No. _____

This AGREEMENT made and entered into this _____ day of _____, 20____
by and between SEAL BEACH MUTUAL No. _____ (hereinafter referred to as the
"Corporation"), a Corporation having its principal office and place of business in Orange
County, California, and _____ (hereinafter
referred to as "Shareholder-Member") and _____
(hereinafter referred to as "Shareholder-Member") and
_____ (hereinafter referred to as "Qualified
Permanent Resident");

WHEREAS, the Corporation was formed for the purpose of acquiring, owning and operating
a cooperative housing project to be located at Seal Beach Leisure World (hereinafter called
"Leisure World"), Seal Beach, Orange County, California, with the intent that its stockholders
(hereinafter called "Shareholder-Member(s)") shall have the right to occupy the dwelling units
thereof under the terms and conditions set forth in the Occupancy Agreement; and

WHEREAS, the "Shareholder-Member(s)" is the owner and holder of one share of common
capital stock, Series _____ of the Corporation and has a bona fide intention to reside in
the project, and the Qualified Permanent Resident is qualified pursuant to Civil Code §51.3 to
reside with the Shareholder-Member(s);

NOW THEREFORE, in consideration of the Mutual promises contained herein, the
Corporation hereby consents to the Qualified Permanent Resident residing with the
"Shareholder-Member(s)" in Dwelling Unit NO. _____, Seal Beach Mutual No. _____, located
at Leisure World.

ARTICLE 1. CHARGES

The "Shareholder-Member(s)" hereby covenant and agrees to pay to the Golden Rain
Foundation GRF an amount equal to the then current Amenities Fee in the same amount as is
required of all Shareholder-Members at Leisure World.

ARTICLE 2. OCCUPANCY AGREEMENT

The Qualified Permanent Resident acknowledges reading the Occupancy Agreement
existent between the Corporation and the "Shareholder-Member(s)" and agrees to be bound by
all the terms and provisions therein contained as to residency, and the fact that said unit is to be
used for residential purposes only. The Qualified Permanent Resident agrees and

QUALIFIED PERMANENT RESIDENT AGREEMENT

acknowledges that the Qualified Permanent Resident, in order to maintain residence, is jointly liable with the Shareholder-Members for all such charges related to the Seal Beach Mutual unit being occupied.

ARTICLE 3.

The Qualified Permanent Resident agrees that no right held by the Qualified Permanent Resident to reside with the Shareholder-Members may be assigned nor transferred to any other person and that no immediate or collateral family member in any relationship with the Qualified Permanent Resident will be allowed to reside with the Qualified Permanent Resident.

ARTICLE 4.

The Qualified Permanent Resident is entitled to use any and all of the facilities furnished and provided for Shareholder-Members of the Golden Rain Foundation at Leisure World and the Qualified Permanent Resident shall be entitled to enjoy said facilities together with the right of occupancy with the Shareholder-Members.

ARTICLE 5.

The Qualified Permanent Resident covenants and agrees that he/she will comply with any and all pertinent regulations, bylaws, and rules of Corporation and Foundation related to occupancy, and will endeavor with the Shareholder-Members to cooperate with the other residents to bring about, for all residents of the Seal Beach Mutual in which the unit is located, a high standard of home and community conditions. The Qualified Permanent Resident acknowledges, that by his/her act and actions that if the occupancy is detrimental to the peace, quiet and enjoyment of the Seal Beach Leisure World community, that the same may result in the eviction of the Member and the Qualified Permanent Resident, and that there exists between the Shareholder-Members and the Corporation a Landlord-Tenant relationship. The Qualified Permanent Resident acknowledges that he/she may be requested to leave the project or be evicted in the event said individual ceases to be a Qualified Permanent Resident pursuant to the provisions of California Civil Code §51.3.

QUALIFIED PERMANENT RESIDENT AGREEMENT

SEAL BEACH MUTUAL NO. _____ UNIT _____ SHAREHOLDER-MEMBER(S)

By: _____ Date: _____
(Authorized Signature)

By: _____ Date: _____
(Authorized Signature)

RECEIVED BY GOLDEN RAIN FOUNDATION

By: _____ Date: _____
(Authorized Signature)

QUALIFIED PERMANENT RESIDENT

By: _____ Date: _____
(Authorized Signature or Legal Guardian)

GOLDEN RAIN FOUNDATION
REQUEST FOR QUALIFIED PERMANENT RESIDENT APPLICATION

SHAREHOLDER-MEMBERS NAMES _____

MUTUAL _____ **UNIT** _____

1. Name of Qualifying Permanent Resident: _____
2. Address of Qualifying Permanent Resident: _____
3. Reason for request to admit Qualifying Permanent Resident (QPR):

4. Is the QPR the spouse or cohabitant of one of the Shareholder-Members? _____

5. Does the QPR have an ownership interest in the Shareholder-Members' apartment, Mutual share of stock, or Golden Rain Foundation membership? _____
If yes, please describe the basis of the ownership interest and attach a copy of any documents showing such ownership interest (attach a separate page if necessary)

6. Does the QPR have an expectation of an ownership interest in the Shareholder-Members' apartment, Mutual share of stock, or Golden Rain Foundation membership? _____
If yes, please describe the source or basis of the expectation of an ownership interest and attach a copy of any document which describes or reveals the basis for such expectation of ownership (attach a separate page if necessary). _____

The Mutual requires that the **Qualifying Permanent Resident** be interviewed by a member of the Board of Directors. You will be contacted to schedule an appointment for the interview. Please provide a telephone number:

PHONE: _____

We certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated this _____ day of _____, 20____, at **Seal Beach**, California.

QUALIFIED PERMANENT RESIDENT (QPR)

Print Name of QPR	Authorized Signature	Date: _____
-------------------	----------------------	-------------

Print Name of Shareholder-Member	Signature of Shareholder-Member	Date: _____
----------------------------------	---------------------------------	-------------

GOLDEN RAIN FOUNDATION
REQUEST FOR QUALIFIED PERMANENT RESIDENT APPLICATION

_____ **Date:** _____
Print Name of Shareholder-Member Signature of Shareholder-Member

_____ Date _____ Interviewed by _____

SEAL BEACH MUTUAL NO. _____

☐ APPROVED ☐ DISAPPROVED

By _____ Title _____ Date _____
(Authorized Signature)

RECEIVED BY GOLDEN RAIN FOUNDATION

By _____ Title _____ Date _____
(Authorized Signature)

Mutual Corporation No. Ten

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO ADOPT POLICY 7490.PB.10 – PAYMENT AND PERFORMANCE BOND (NEW BUSINESS ITEM G)
DATE: AUGUST 22, 2018
CC: MUTUAL FILE

On December 2, 2014 the Mutual Board of Directors passed the following resolution: *RESOLVED, That a Performance Bond is for any construction work valued at more than \$12,500 to be performed in Mutual Ten; it shall require sufficient funds for Mutual Ten to complete the work in the event it is not completed on time and in accordance to the approved plans for the satisfaction of Mutual Ten by the date stated on the permit unless an extension has been granted; construction firms that have completed satisfactory work of \$100,000 or more in the last three years in Seal Beach Leisure World and still in good standing with GRF Physical Property shall be exempt.*

At the August 22, 2018 Board Meeting the Board of Directors will vote to approve or deny to convert this resolution into Policy 7490.pb.10 – Payment and Performance Bond (attached).

I move to adopt Policy 7490.pb.10 – Payment and Performance Bond on a preliminary basis until the 30–day posting period is completed.

MUTUAL OPERATIONS**ADOPT DRAFT****PHYSICAL PROPERTY****Payment and Performance Bond – Mutual Ten**

RESOLVED, Performance Bond – permits for any construction work valued at more than \$12,500 performed in Mutual Ten shall require a Performance Bond. The bond shall require sufficient funds in the event the work is not completed on time and according to approved plans and also to the satisfaction of Mutual Ten for any reason. Exceptions are as follows:

1. The contractor is listed on the Physical Property list of approved contractors, and
2. The contractor has completed more than \$100,000 per year in contracts in Leisure World for the last three years.

MUTUAL**ADOPTION**

TEN:

Mutual Corporation No. Ten

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY AMOUNT OF ADDITIONAL GUEST PASSES FOR 2019 (NEW BUSINESS ITEM H)
DATE: AUGUST 22, 2018
CC: MUTUAL FILE

At the September 27, 2017, Board Meeting, the Board of Directors past the following resolution: *RESOLVED, To authorize the GRF Executive Director and/or the Mutual Administration Director to issue four (4) **ADDITIONAL** Guest Passes, in accordance with GRF Policy 5536.1-33. Each guest pass shall carry a unique identification number with a monthly report provided by the GRF Stock Transfer Office to the Mutual Board of guest passes issued noting the Shareholder/Member name as responsible party for the Guest, effective 2017-2018.*

In accordance with GRF Policy 5536.1-33, up to four (4) additional guest passes may be issued to a Shareholder/Member per Policy terms and conditions. The GRF Executive Director and Mutual Administration Director, as agents for the Mutual Board, do hereby seek approval to issue up to four (4) Guest Passes or a lesser number of Guest Passes, as duly approved by the Mutual Board.

*I move to authorize the GRF Executive Director and/or the Mutual Administration Director to issue _____ **ADDITIONAL** Guest Passes, in accordance with GRF Policy 5536.1-33. Each Guest pass shall carry a unique identification number with a monthly report provided by the GRF Stock Transfer Office to the Mutual Board of Guest Passes issued noting the Shareholder/Member name as responsible party for the Guest, effective 2019.*

Date Board Approved: _____, 2018

Signature: _____, Print Name: _____
Board President or Secretary

Mutual Corporation No. Ten

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY THE TRANSFER OF FUNDS
FROM EMERGENCY RESERVES TO APPLIANCE RESERVES
(CHIEF FINANCIAL OFFICERS REPORT ITEM A)
DATE: AUGUST 22, 2018
CC: MUTUAL FILE

I move to approve the transfer of funds in the amount of \$20,000 from Emergency Reserves to Appliance Reserves.

Mutual Corporation No. Ten

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY THE TRANSFER OF FUNDS
FROM EMERGENCY RESERVES TO PAINTING RESERVES
(CHIEF FINANCIAL OFFICERS REPORT ITEM B)
DATE: AUGUST 22, 2018
CC: MUTUAL FILE

I move to approve the transfer of funds in the amount of \$65,000 from Emergency Reserves to Painting Reserves.