

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL TEN
November 24, 2021**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Ten was called to order by President Arlart on Wednesday, November 24, 2021, at 9:01 a.m. Administration Conference Room A and via Zoom Video and Call Conference Meeting.

SHAREHOLDER COMMENTS

Three Shareholders made comments.

ROLL CALL

Present: President Arlart, Vice President Cummings, Secretary Stipcich, Chief Financial Officer Giles

Absent: Director Winkler

GRF Rep: Ms. Levine, GRF Representative
Guest: Three Mutual Ten Shareholders

Staff: Mr. Quental, Building Inspector
Ms. Barua, Portfolio Specialist
Mr. Monroy, Recording Secretary
Ms. Alvernaz, Recording Secretary

APPROVAL OF MINUTES

The Regular Board Meeting Minutes of October 27, 2021 were approved by general consent of the Board as printed and distributed

The Special Board Meeting Minutes of November 15, 2021 were approved by general consent of the Board as printed and distributed.

GRF REPRESENTATIVES' REPORT

GRF Representative Levine presented her report (attached).

Following questions, GRF Representative Levine left the meeting at 9:46 a.m.

BUILDING INSPECTOR'S REPORT

Inspector Quental presented his report (attached).

Following a discussion and upon a MOTION duly made by Vice President Cummings and seconded by Chief Financial Officer Giles it was

RESOLVED to approve French drains at unit 10-241-B, 10-241-F, and the greenway near 10-248-L, at a cost not to exceed \$ 1,300.00. Funds to come from Landscaping – Extras. Work to be completed by J & J Landscaping. Building Inspector authorized to submit the necessary work order.

The MOTION has passed unanimously.

Following questions, Building Inspector Quental left the meeting at 9:38 a.m.

CONSENT CALENDAR

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

RESOLVED to authorize the following transfers of funds per detailed resolutions.

<i>Transfer/ Invoice Date</i>	<i>Amount</i>	<i>Originating/Destination Accounts or Payee</i>
10/05/2021	\$63,767.66	Transfer from US Bank Checking to GRF-US Bank Checking
10/05/2021	\$130,189.15	Transfer from ACH- Direct Debit from multiple Shareholders to US Bank Checking
10/06/2021	\$49,629.63	Transfer from US Bank Checking to US Bank Impound
10/21/2021	\$30,414.60	Transfer from US Bank Checking to US Bank Restricted Money Mkt
10/26/2021	\$43,640.38	Transfer from US Bank Restricted Money Market to US Bank Non Restricted Money Market
10/27/2021	\$25,000.00	Transfer from US Bank Non Restricted Money Market to US Bank Checking
10/27/2021	\$35,937.00	Invoice # Multiple Check # 11019 Payee Roofing Standards
11/05/2021	\$64,717.97	Transfer from US Bank Checking to GRF-US Bank Checking
11/05/2021	\$130,581.91	Transfer from ACH- Direct Debit from multiple Shareholders to US Bank Checking
11/08/2021	\$49,907.19	Transfer from US Bank Checking to US Bank Impound

The MOTION has passed unanimously.

CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Giles presented his report.

**BOARD OF DIRECTORS
MUTUAL TEN**

November 24, 2021

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

RESOLVED to 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, an 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 October 2021.

The MOTION has passed unanimously.

SECRETARY / CORRESPONDENCE

No correspondence was received.

NEW BUSINESS

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

RESOLVED to authorize Roseman Law APC to review 50-1645-4 - Qualified Permanent Resident Agreement/ Application and 50-XXXX-X - Approval Co – Occupant Application. At a cost not to exceed \$1,000.00. Funds to come from Legal and authorize the President to sign any necessary documentation.

The MOTION has passed unanimously.

PORTFOLIO SPECIALIST REPORT

Portfolio Specialist Barua presented the report (attached).

ANNOUNCEMENTS

NEXT REGULAR MONTHLY BOARD MEETING: Tuesday, December 14, 2021, 9:00 a.m., Location: Conference Room, B and via Zoom Video and Call Conference Meeting

COMMITTEE REPORT

Physical Property Committee

Vice President Cummings had no report.

Landscape Committee

MONTHLY MINUTES ARE POSTED IN THE LAUNDRY ROOMS AND THE MUTUAL TEN WEBSITE. 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 – go to “MUTUALS” – CLICK ON “Mutual 10”

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING OF NOVEMBER 24, 2021**

The Regular Board Meeting Minutes of October 27, 2021 were approved by general consent of the Board as printed and distributed.

The Special Board Meeting Minutes of November 15, 2021 were approved by general consent of the Board as printed and distributed.

RESOLVED to approve French drains at unit 10-241-B, 10-241-F, and the greenway near 10-248-L, at a cost not to exceed \$ 1,300.00. Funds to come from Landscaping – Extras. Work to be completed by J & J Landscaping. Building Inspector authorized to submit the necessary work order.

RESOLVED to authorize the following transfers of funds per detailed resolutions.

<i>Transfer/ Invoice Date</i>	<i>Amount</i>	<i>Originating/Destination Accounts or Payee</i>
10/05/2021	\$63,767.66	Transfer from US Bank Checking to GRF-US Bank Checking
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10/21/2021	\$30,414.60	Transfer from US Bank Checking to US Bank Restricted Money Mkt
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10/27/2021	\$25,000.00	Transfer from US Bank Non-Restricted Money Market to US Bank Checking
10/27/2021	\$35,937.00	Invoice # Multiple Check # 11019 Payee Roofing Standards

**BOARD OF DIRECTORS
MUTUAL TEN**

November 24, 2021

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11/05/2021	\$130,581.91	Transfer from ACH- Direct Debit from multiple Shareholders to US Bank Checking
11/08/2021	\$49,907.19	Transfer from US Bank Checking to US Bank Impound

RESOLVED to 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, an 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 October 2021.

RESOLVED to authorize Roseman Law APC to review 50-1645-4 - Qualified Permanent Resident Agreement/ Application and 50-XXXX-X - Approval Co – Occupant Application. At a cost not to exceed \$1,000.00. Funds to come from Legal and authorize the President to sign any necessary documentation.

**BOARD OF DIRECTORS
MUTUAL TEN**

November 24, 2021

Vice President Cummings had no report.

Emergency Information Council

President Arlart had no report.

DIRECTORS' COMMENTS

No Director comments were made.

ADJOURNMENT

There being no further business to conduct, President Arlart adjourned the meeting at 9:50 a.m. and announced that there would be an executive session following to discuss member issues.


EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on November 24, 2021, at 9:55 a.m., and took the following actions:

The Board approved the Executive Meeting Minutes of October 27, 2021 and Special Executive Meeting Minutes of November 15, 2021.

1. Legal Matters
 - a. Legal matters were discussed.
2. Contracts
 - a. No contracts were discussed.
3. Assessments / Delinquencies
 - a. Delinquencies were discussed.
4. Disciplinary Hearings
 - a. No Disciplinary hearings were discussed.

President Arlart adjourned the meeting at 10:48 a.m.


Attest, John Stipcich, Secretary
SEAL BEACH MUTUAL TEN
JM 11/24/2021
Attachments

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL TEN
NOVEMBER 15, 2021
Zoom Video and Call Conference Meeting**

The Special Meeting of the Board of Directors of Seal Beach Mutual Ten was called to order by President Arlart on Monday, November 15, 2021, at 2:34 p.m. via Zoom.

ROLL CALL:

Present: President Arlart, Vice President Cummings, Secretary Stipcich, CFO Giles

Absent: Director Winkler

Staff: Building Inspector Quental

SHAREHOLDER COMMENTS

No comment made.

PURPOSE OF THE MEETING: Directors discuss Building Inspector's Report and additional Physical Property and Landscape issues

BUILDING INSPECTOR'S REPORT

Building Inspector Quental updated the Mutual Ten Board on Mutual Ten activity.

LANDSCAPE REPORT

Discussion regarding French drains.

PHYSICAL PROPERTY CHAIR REPORT

No report.

ADJOURNMENT

There being no further business to conduct, President Arlart adjourned the meeting at 2:57 p.m. and announced that there would be an Executive Session following to discuss member issues.



Attest

John Stipcich, Secretary
SEAL BEACH MUTUAL TEN
Ra: 11/15/2021

INSPECTOR MONTHLY MUTUAL REPORT							
MUTUAL:	(10) TEN		INSPECTOR: RYAN QUENTAL				
DATE:	NOVEMBER						
PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR
238-F	DOOR/WINDOWS	BOTH	04/19/21	09/19/21	NONE	FINAL 08/09/21	ACE MAINTENANCE
238-F	COUNTERTOPS	BOTH	07/15/21	09/30/21	NONE	FINAL 08/24/21	ACE MAINTENANCE
238-F	SHOWER CUT DOWN	BOTH	10/28/21	11/28/21	NONE	FINAL 11/18/21	NUKOTE
238-J	FLOORING	GRF	11/01/21	12/01/21	NONE	FINAL 11/18/21	KARYS CARPETS
239-F	SIDE RAILING	GRF	08/30/21	09/30/21	NONE	FINAL 9/22/21	SHAREHOLDER
241-D	KITCHEN REMODEL	BOTH	10/11/21	12/30/21	NONE		MARCO CONSTRUCTION
241-E	KITCHEN REMODEL	BOTH	08/01/21	10/22/21	NONE	FINAL 9/15/21	MARCO CONSTRUCTION
241-E	FLOORING	GRF	09/01/21	10/01/21	NONE	FINAL 9/15/21	KARYS CARPET
241-F	CART PAD	GRF	10/08/21	10/22/21	NONE		AGUIANO LAWN CARE
242-A	ADDED BATH	BOTH	04/19/21	09/27/21	YES	FINAL 08/25/21	L&S CORE CONSTRUCTION
244-B	HEAT PUMP	BOTH	08/31/21	09/30/21	NONE	FINAL 10/7/21	ALPINE
244-L	CENTRAL AIR & HEAT	BOTH	07/12/21	10/12/21	NONE	FINAL 9/29/21	GREENWOOD
246-A	PAVERS	GRF	09/24/21	10/08/21	NONE		J & J LANDSCAPE
247-B	PATIO TILE	GRF	08/16/21	09/16/21	NONE	FINAL 9/3/21	KARY'S CARPET
247-C	KITCHEN REMODEL	BOTH	07/30/21	09/30/21	NONE		JC KRESS
247-J	HEAT PUMP	BOTH	08/19/21	09/19/21	NONE	FINAL 10/8/21	ALPINE
248-D	UNIT REMODEL	BOTH	06/01/21	12/30/21	NONE	FINAL 10/22/21	MP CONSTRUCTION
249-E	FLOORING	GRF	10/02/21	11/02/21	NONE	FINAL 11/8/2021	FAMILY FLOOR
249-E	HEAT PUMP	BOTH	10/18/21	01/18/21	NONE	FINAL 11/8/2021	GREENWOOD
250-I	PATIO GLASS	GRF	06/24/21	09/24/21	NONE	FINAL 08/24/21	BODIES GLASS
252-D	FLOORING/CEILING	GRF	09/22/21	09/23/21	NONE	FINAL 9/27/21	SIRRI'S ABATEMENT
253-B	CARPORT CABINET	GRF	11/05/21	11/15/21	NONE		MJ JURADO
255-A	UNIT ABATEMENT	GRF	08/11/21	08/27/21	NONE	FINAL 08/22/21	UNIVERSAL ABATEMENT
255-A	UNIT REMODEL	BOTH	08/10/21	12/30/21	NONE	FRAMING/M.E.P 11/16/21	MP CONSTRUCTION
255-A	CEILING REMOVAL	GRF	08/11/21	08/27/21	NONE	FINAL 9/29/21	UNIVERSAL ABATEMENT
255-L	CART PAD	GRF	08/27/21	09/10/21	NONE	FINAL 9/16/21	J & J LANDSCAPE
256-I	ENTRY WALKWAY	GRF	11/15/21	03/30/22	NONE	FRAMING 11/9/21	MP CONSTRUCTION
257-C	HEAT PUMP	BOTH	07/26/21	10/26/21	NONE	FINAL 08/24/21	GREENWOOD
257-F	WINDOW AWNING	GRF	08/06/21	08/06/21	NONE	FINAL 9/9/21	AAA AWNINGS INC.
258-E	FLOORING	GRF	09/25/21	10/25/21	NONE	FINAL 9/28/21	KARYS CARPETS
258-J	ENTRY WALKWAY	GRF	07/07/21	08/30/21	NONE	FINAL 10/5/21	JC KRESS
260-E	HEAT PUMP	BOTH	10/18/21	01/18/22	NONE		GREENWOOD

ESCROW ACTIVITY									
UNIT #	NMI	PLI	NBO	FINAL	FCOEI	ROF	ACTIVE	CLOSING	CLOSED
238-C	10/21/2021						9	4	21
238-L		10/20/21							
238-J		11/05/21							
240-D	1/15/2021								
240-H		10/20/21							
241-C		03/31/21	05/18/21	05/26/21	06/08/21	06/21/21			
242-E		04/16/21	04/28/21	04/29/21	05/11/21	06/14/21			
244-D	10/18/2021								
244-G		09/08/21	09/15/21	09/15/21	09/26/21	11/02/21			
245-A		06/18/21	07/23/21	07/26/21	08/05/21	08/30/21			
246-A		02/12/21	03/02/21	03/05/21	03/24/21	04/12/21			
247-B		03/23/21	04/21/21	05/13/21	05/14/21	06/28/21			
247-J		05/27/21	06/22/21	06/25/21	07/10/21	07/26/21			
247-K		07/16/20	01/21/21	01/28/21	02/09/21	03/15/21			
248-D		03/23/21	04/01/21	04/05/21	04/17/21	04/26/21			
248-D		11/02/21	11/10/21	11/18/21					
249-C		10/06/21							
249-E		09/13/21	09/23/21	09/24/21	10/06/21				
249-G		11/16/21							
251-F		08/18/19	11/18/21						
253-K		04/09/21	04/23/21	04/27/21	05/09/21	06/14/21			
254-L	1/13/2021								
252-D		03/31/21	05/10/21	05/11/21	05/23/21	06/01/21			

INSPECTOR MONTHLY MUTUAL REPORT						
MUTUAL:	(10) TEN				INSPECTOR: RYAN QUENTAL	
DATE:	NOVEMBER					
252-G	2/16/2021					
253-K		04/09/21	04/23/21	04/27/21	05/07/21	06/21/21
255-A		05/05/21	06/07/21	06/09/21	06/21/21	06/28/21
255-J		09/16/21	10/05/21	10/12/21	10/24/21	10/28/21
255-L		12/18/21	02/08/21	02/09/21	02/22/21	03/15/21
258-E		10/01/21	10/28/21	11/05/21	11/18/21	
259-L		07/12/21	08/25/21	08/27/21	09/11/21	11/05/21

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

CONTRACTS and PROJECTS	
CONTRACTOR	PROJECT
J&J landscape 11/30/21	Mutual gardening, irrigation and lawns - On going.
Empire 12/31/23	Cleaning sewer mainline.
Fenn Pest and Termite 4/30/23	Pest control for units and termite inspections.
Fenn Pest and Termite 6/30/23	Bait station maintenance.
Fenn Pest and Termite 8/18/21	In2care mosquito traps.
National Service Lease September 2024	On going.
Roofing Standards Contract 2021	Building 246, 247, 248, 249.
MJ Jurado 2021	Concrete paving in carports 123 and 124. Curb painting in progress.

SHAREHOLDER & MUTUAL REQUESTS	
249-E Smoke odor issue.	Overwatering/Standing Water Issue.
247-J Oven question.	Termite Damage Repairs - Juan Fuentes S/M
248-B Adjust sprinklers.	Carport 121 #34 Repair.
260-B Washer/Dryer issues.	J&J estimate on 241 & 248 French Drains.
256-H Shareholder patio concerns.	
254-E Inspect shower door handles and bathfan.	
257 Laundry Room drain clean out.	
257-L Termite Issue.	
248-G Plumbing Slow Drain.	
244-245 Power Outage (SCE).	
257-E Termite Call.	
248-C Attic Draft Stops.	
245-L Pavers.	
255-F Kitchen Sink Back-Up.	
252-F Unpainted Patio Post.	
241-F Mosquito Issue.	
241 Dry Wells Estimate.	
244-H Ceiling cracks.	
247-B Entryway transition.	
247-C Roof gutter seam leak.	
258-D Bathroom light repair.	
245-B Treat patio for ants.	
255-J Water heater noise.	
245-L Sprinkler line leak.	
249-E Entry gate proposal.	
257-E Interior Termites.	



PORTFOLIO SPECIALIST REPORT

NOVEMBER 2021

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.

PORTFOLIO SPECIALIST REPORT

NOVEMBER 2021

COMPARATIVE MUTUAL BUDGETS FOR 2022				
Ranked by Change in Mutual Assessment				
and by Monthly Mutual Assessment				
	Total Mut Change Next Yr	Change Rank by Dollars	Mutual Assess	Monthly Rank by Dollars
Mutual 1	12.82	8	223.31	15
Mutual 2	8.75	15	272.84	2
Mutual 3	24.79	1	253.45	7
Mutual 4	14.20	6	233.70	13
Mutual 5	12.43	9	238.67	10
Mutual 6	16.88	3	218.74	16
Mutual 7	12.02	10	273.43	1
Mutual 8	15.03	5	236.44	12
Mutual 9	9.46	14	251.39	8
Mutual 10	9.82	13	246.84	9
Mutual 11	18.51	2	264.62	4
Mutual 12	11.89	11	263.00	5
Mutual 14	7.20	16	229.78	14
Mutual 15	10.52	12	254.62	6
Mutual 16	13.00	7	270.40	3
Mutual 17	15.05	4	236.94	11
Average	13.27		248.01	
Ranked highest to lowest				



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



October 26, 2021

Approved Consent Agenda

MOVED and approved the consent agenda included Minutes of the Finance Committee Board Meeting of September 20, 2021, • Minutes of the GRF Administration Committee Meeting of September 2, 2021 • Minutes of the Physical Property Committee Meeting of September 8, 2021 • Minutes of the Recreation Committee Meeting of August 30, 2021 • The minutes from September 28, 2021, GRF Board Meeting • The acceptance of the Financial Statement, September 2021 • and the approval for Capital and Reserve funds investment purchase.

General – Indoor Trust Property Face Masks Required

FAILED TO MOVE to extend the face mask requirement until the next Board meeting at which time, the Board will consider prevalent public health and safety conditions for possible extension.

MOVED to approve a face mask requirement within Trust property administrative/business offices and all GRF and Mutual meetings within Trust property to protect the health and safety of GRF staff, as directed by the Executive Director and/or as required by applicable Federal, State and County Health Orders.

General – Primary and Main Sewer Line R&M Responsibilities

TO allow Mutual One and Mutual Fourteen to vote to maintain, repair and manage the storm drain system.

MOVED to approve effective immediately (October 26, 2021), GRF, through its Board of Directors, shall maintain, repair, and manage the storm drain system.

Communications & It Committee – Amend Policy 20-2807-1, GRF Emergency Text Parameters

CONCURRED to remove from the agenda and sent back to Communication/IT Committee.

GRF Administration Committee - Non-Budgeting Operating 2.6 Full Time Employee Operating Expense

MOVED to approve non-budgeted funding in the amount of \$31,500, allocated to:

- Cost Center 533 - Stock Transfer \$9,000
- Cost Center 236 - News \$12,000
- Cost Center 934 - IT \$10,500

And to approve the hiring of the additional 2.6 FTEs in 2021, as outlined in the 2022 Budget.

GRF Administration Committee - Approval GRF Election Packet

MOVED to approve the GRF Election packet, as presented, without Policy 30-5092-3, BOD Censure Procedure.

GRF Administration Committee - Amend Policy 30-5026-3, GRF Election of Officers

MOVED to amend 30-5026-3, GRF Election of Officers, adding an officer of the Board may not have been convicted of a financial crime and to refer to policy 30-5020-1 for more information concerning being a Mutual Board and GRF Board simultaneously, as presented.

GRF Administration Committee - Amend Policy 30-5092-1, Code of Ethics

MOVED to amend 30-5092-1, Code of Ethics, updating document language and removing 2.2 Acts unilaterally, as presented.

GRF Administration Committee - Amend Policy 30-5092-3, BOD Censure Procedure

CONCURRED to remove from the agenda and sent back to GRF Administration Committee.

Physical Property Committee - Reserve Funding Request - Main Sewer Lines Replacement-Mutual Nine

TO recuse GRF Director for Mutual Nine from voting.

MOVED to approve the reimbursement of \$163,350 (Reserve Funding) to Mutual Nine for the replacement of a Main Sewer Line and associated manhole and clean out hub and to authorize the Director of Finance to transfer the funds to Mutual Nine.

Recreation Committee - Reserve Funding Request - Clubhouse Four – Ceramics Studio Kilns

MOVED to approve funding in the amount not to exceed \$19,000.00, to purchase three new Kilns with funds coming from the replacement reserves. I move to approve the purchase of three new Skutt Kilns from Laguna Clay Company in the amount of \$13,391.22, from the replacement reserves and to also approve contingency funds of \$5,608.78, to upgrade the existing electrical as needed.

Recreation Committee - Temporary Variance to Policy 70-1406-1, Limitation on Use of Trust Property – Rules

MOVED to amend 70-1406-1, Limitation of Use – Rules, updating and clarifying document language, as presented.

Recreation Committee – TENTATIVE VOTE - Amend Policy 70-1429.02-1, Golf Course Rules

MOVED to amend 70-1429.02-1 Golf Course Rules, add to the rules that No dogs allowed on the golf course, also Authorized Residents not playing shall not cross the golf course, as presented, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on December 28, 2021.

Recreation Committee – Amend Policy 70-1422-3, Marquee Usage

MOVED to amend 70-1422-3, Marquee Usage, updating the document language, as presented.

Recreation Committee – Amend Policy 70-1406-1, Limitation on Use of Trust Property – Rules

MOVED to amend 70-1406-1, Limitation of Use – Rules, updating and clarifying document language, as presented.

Security, Bus & Traffic Committee – Reserve Funding Request - New Two -Way Radios
MOVED to approve the purchase of sixteen (16) two-way radios and eight (8) microphones at a cost not to exceed \$6,645.50, reserve funding.

Website Redesign Ad Hoc Committee – Approval for New Website to go Live
MOVED to approve the replacement of the existing GRF website with the newly designed website.

Recap of GRF Committees' Activity

October 2021

October 14, 2021, Communication/IT Committee

- CONCURRED to have the IT Supervisor present the costs and scope of work on resolving technical issues during livestream at the next scheduled Committee meeting.
- CONCURRED not to report the age and gender of the visitors any further on the Website Statistics.
- CONCURRED the IT Supervisor stated that MSP transition has been interrupted due to a backup issue and the previous technician has been contracted to assist with the issue and meet the goal.
- CONCURRED that the LWSB, LW citations will be extracted and submitted quarterly. She also stated that LW Weekly will periodically publish traffic safety articles and keep the community up to date on safety requirements.
- CONCURRED to review the previous RFPs on CH 4 dais upgrade and meet with a consultant to define the scope of work and move forward with this project.
- CONCURRED to mark website redesign as completed, and further review the list at the next scheduled Committee meeting, revised as discussed.
- MOVED to accept the option #2 for LWSB 2022 calendar cover.
- CONCURRED to review Community Wi-Fi Internet Services Subcommittee at the upcoming GRF Administration Committee and further discuss it at the next scheduled Committee meeting.
- CONCURRED to review the original Dais proposals and define the scope of work prior to moving forward. The Committee concurred to further discuss this topic at the next scheduled Committee meeting.
- MOVED to accept Policy 20-2807-1, GRF Emergency Text Parameters, as presented, and forward it to the Board for final approval.

October 19, 2021, Finance Committee

- MOVED and recommended the GRF Board authorize that the Finance Committee has determined: • non-budgeted operating funds are available, pending Board action on the proposed funding request estimated to be \$31,500 and allocated to: - Cost Center 533 – Stock Transfer \$9,000 - Cost Center 236 – News \$12,000 - Cost Center 934 – IT \$10,50
- MOVED to approve the non-budgeted operating funds, in an amount not to exceed \$2,500, are available and have directed the Director of Finance to place a temporary hold on these funds, pending Board action on the proposed Project, to purchase additional minor equipment for the Lapidary Studio.
- MOVED to inform the Board that the Finance Committee has determined: • Reserve Funds, in the amount of \$163,350 are available and have directed the Director of Finance to place a temporary hold on these funds, pending Board action on the proposed reimbursement to Mutual Nine.

- MOVED to inform the Board that the Finance Committee has determined: • Reserve funds, in the amount of \$16,578 are available and have directed the Director of Finance to place a temporary hold on these funds, pending Board action on the proposed project, to replace three kilns in the Ceramics Studio Clubhouse Four.
- MOVED to inform the Board that the Finance Committee has determined: • Reserve Funds, in the amount of \$6,000.00, are available and have directed the Director of Finance to place a temporary hold on these funds, pending Board action on the proposed Project, Two-way radios for the Security Department.

October 7, 2021, GRF Administration Committee

- CONCURRED to bring Status Emergency Supply Storage Cabinet back to the next scheduled meeting.
- MOVED to recommend the GRF Board to approve 30-3193.1-8 Communication Coordinator with some minor changes.
- MOVED to recommend the GRF Board to approve 30-3699.1-8 Recreation Attendant.
- MOVED to send the GRF Election Packet, with some minor changes in the packet, to the GRF Board for approval.
- CONCURRED to bring Fitness Centers Waive Form to the next scheduled meeting.
- MOVED to send the amended 30-5092-1 Code of Ethics to the GRF Board for approval.
- MOVED to send the amended 30-5026-3 GRF Election of Officers to the GRF Board for approval.
- MOVED to send the amended, 30-5092-3 BOD Censure Procedure to the GRF Board for approval.
- CONCURRED to send Policy 30-1010-1 Authorized Spokesperson to the Communication/IT Committee for review.

October 12, 2021, Mutual Administration Committee

- CONCURRED to complete the review of forms and the open SROs by the end of the year.
- CONCURRED to bring back SRO Time Estimates to the next scheduled meeting.
- MOVED to approve 50-1671-4 "Paws" for Thought Pet Registration Form.
- MOVED to approve 50-1671-4A Emotional Support Animal (California Civil Code 54.1) Authorized Resident Declaration Form Attachment A, as amended.
- MOVED to approve 50-1671-4B Emotional Support Animal (California Civil Code 54.1) Physician's Declaration Form Attachment B, as amended.
- MOVED to approve 50-1671-4C Service Animal Claim Form (California Civil Code 54.1) Attachment A, as amended.
- MOVED to approve 50-1671-4D Service Animal Physician's Declaration (California Civil Code 54.1) Attachment B, as amended.

October 6, 2021, Physical Property Committee

- CONCURRED to have the Safety/Emergency Coordinator review the agenda topic and bring back additional information to the next scheduled meeting.
- CONCURRED to forward the agenda topic Clubhouse Six Plaza to the Recreation Committee.
- CONCURRED to table Roundabout for Leisure World agenda item until January.
- CONCURRED to forward the agenda topic, Planting on Chain Link Fence on Golden Road to the ADRC Committee.
- MOVED to remove Clubhouse ThreeFireplace Renovation from the Physical Property Committee Project Report.
- MOVED to remove Building Five Elevator Modernization from the Physical Property Committee Project Report.
- MOVED to remove Service Maintenance Gate replacement from the Physical Property Committee Project Report.

- MOVED to remove RV Lot Gate Improvements from the Physical Property Committee Project Report.
 - CONCURRED to add a yes column and a no column to the Total Quality Checklist.
 - CONCURRED to have the Facilities Director bring back additional information regarding Perimeter-Wall Frontier to the next scheduled meeting.
 - CONCURRED to forward agenda topic Clubhouse Six Patio to the Recreation Committee.
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- CONCURRED to forward agenda topic St Andrews/Oakmont Intersection-Speed Cushions to the Security, Bus, and Traffic Committee.
 - MOVED to recommend to the GRF Board of Directors, reimburse \$163,350 to Mutual Nine, for the replacement of a main sewer line and associated manhole and clean out the hub, upon determination by the Finance Committee on the availability of Reserve funds.
 - MOVED to recommend to the GRF Board of Directors that any new renovations must include an automatic door opener.
 - CONCURRED to have the Facilities Director bring back additional information regarding Clubhouse Four doors to the next scheduled meeting.

October 4, 2021, Recreation Committee

- CONCURRED to review the agenda topic Clubhouse Six Plaza at the next scheduled meeting.
- CONCURRED to have the Library Supervisor bring back additional information regarding new instructors/classes at the November Committee meeting.
- MOVED to recommend to the GRF Board of Directors a six-month variance to 70-1406-1 Limitations on Use of Trust Property-Rules and allow children with Resident Adult Supervision in Trust Property defined as Clubhouse Two Game Room. CONCURRED to review agenda topic Amenities Inclusion, at the October Committee meeting.
- CONCURRED to schedule a work-study meeting and review the correspondence to the New Swimming Pool Rules.
- CONCURRED to forward agenda item 2022 Budget Request Jewelry/Lapidary Club to the Physical Property Committee
- MOVED to recommend to the GRF Board of Directors the purchase of a sound system for Clubhouse Three, Lapidary Room, and not to exceed \$1800.00 from Capital Funding and forward to the Finance Committee for approval.
- MOVED to deny the Karaoke Club storage at the Fitness lockers.
- CONCURRED to have the piano inventory of each Clubhouse be brought back to the next scheduled meeting.
- CONCURRED to review the agenda topic 2021-2022 Committee Goals at the next scheduled meeting.
- CONCURRED to review the agenda topic Woodshop in Clubhouse One at the next scheduled meeting.
- MOVED to reserve agenda item Evaluation and Enhancement of 1.8 Acres/1.8 Acres Draft Survey to a work-study and discuss in-depth and detail.
- CONCURRED to bring back the Golf Shop Storage to the next scheduled meeting.
- CONCURRED to forward the Lapidary Funding Request to the Physical Property Committee.
- MOVED to recommend the GRF Board of Directors replace all three kilns in the Clubhouse Four Ceramics Studio, in an amount not to exceed \$19,000.00, from Reserve funding and forward to the Finance Committee to approve the funding.
- MOVED to recommend to the GRF Board to amend the 70-1406-1 Limitations on Use of Trust Property-Rules, as presented.

- MOVED to recommend to the GRF Board to amend the 70-1406-1 Limitations on Use of Trust Property-Rules, as presented.
- MOVED to recommend to the GRF Board to amend the 70-1429-01-1 Golf Course Rules, with additional changes, as presented.

October 13, 2021, Security, Bus & Traffic Committee

- MOVED to forward a request to the GRF Administration Committee, to reconsider hiring part-time Security employees.
- MOVED to forward a request to the GRF Board, a recommendation to hire a transportation consultant, as subject to the proposal presented to the Fleet department.
- MOVED to endorse the recommendation presented on the agenda by the Fleet Manager.
 - Year 2023 – Truck 601 – Cost Center 574 - \$56,000
 - Year 2024 – Truck 602 – Cost Center 574 - \$44,000
 - Year 2024 – Truck 612 – Cost Center 838 - \$38,000
 - Year 2025 – Truck 611 – Cost Center 740 - \$39,000
- MOVED and recommended the GRF Board, approve the proposal presented on the agenda on speed cushions, for Urban Crossroads study, for an amount of \$10,000, and forward to the Finance November meeting for funding approval.
- CONCURRED to discuss the renovation of the Security building at the main gate agenda topic, at the next scheduled meeting.

October 8, 2021, Special Architectural Design and Review Committee

- MOVED to approve option 3 of the floor selections for the rooms at the Aquatic Center, presented at the meeting – (DUR-A-CHIP Glacier and Pewter).

October 19, 2021, Website Redesign Ad Hoc Committee

- MOVED to accept the launch of the new www.lwsb.com website and forward it to the Board for final approval.

Financial Recap – September 2021

As of the nine-month period ended September 2021, the draft financial reports indicate that GRF is in a favorable financial position with a surplus of \$1,157,266.

Major variances are:

Wages, Taxes & Benefits	\$824,914	Favorable: Wages \$512K; P/R Taxes \$44K; Workers' Comp \$78K; 401(k) ER Match \$26K; Group Ins \$165K; average FTE < budget by 21 FTE
Agency Fees	(205,625)	Unfavorable: Temporary help to fill key positions
Professional Fees	(66,474)	Unfavorable: Unexpected legal expenses
Facilities Maintenance	63,172	Favorable: Maintenance scheduled for later in the year
Publication Printing	83,174	Favorable: Decrease in printing rates
Certificate Prep Fees	78,050	Favorable: Unit sales exceeds budget
Rental Income	223,194	Favorable: Unit sales exceeds budget
Other Income	104,802	Favorable: 2020 income tax refunds \$23K; permit income \$36K; Lost member ID card \$24K; Other \$22K
News Advertising Income	83,850	Favorable: Display, Front Footer & Telephone book
SRO Labor Cost Recovery	(56,161)	Unfavorable: Less billable hours than budgeted

	Fund Balance	Allocated For Current Projects	Allocated For Future Projects	For details, see page
Reserve Funds				
Repairs & Replacements	\$11,943,465	\$683,348	\$11,260,117	7
Capital Funds		Allocated Funds	Unallocated Funds	For details, see page
Capital Improvements	\$3,163,130	\$119,283	\$3,043,847	8

Total year-to-date approved unbudgeted operating expenses are \$134,485.