

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL TEN
January 26, 2022**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Ten was called to order by President Arlart on Wednesday, January 26, 2022, at 9:00 a.m. Conference Room A and via Zoom Video and Call Conference Meeting.

SHAREHOLDER COMMENTS

Several shareholders made comments.

ROLL CALL

Present: President Arlart, Vice President Cummings, Secretary Stipcich, Chief Financial Officer Giles, and Director Cheryl Gibson (via zoom)

GRF Rep: Ms. Levine, GRF Representative (via zoom)

Guest: One Mutual Ten Shareholders (via zoom)
Three Mutual Ten Shareholders (in-person)
Mr. Rocha, Security Director
Ms. Arshat, Member Resources & Assistant Liaison

Staff: Mr. Quental, Building Inspector (via zoom)
Ms. Barua, Portfolio Specialist
Ms. Alvernaz, Recording Secretary

APPROVAL OF MINUTES

The Regular Board Meeting Minutes of December 14, 2021 and Special Meeting Minutes of January 18, 2022 were approved by general consent of the Board as printed and distributed.

GUEST SPEAKERS

Security Director Rocha and Member Resources & Assistant Liaison Ashart provided a presentation on assisting Mutuals and their shareholders with cognitive issues.

Following questions Mr. Rocha and Ms. Arshat left meeting at 9:33 a.m.

GRF REPRESENTATIVES' REPORT

GRF Representative Levin presented her report (attached).

BUILDING INSPECTOR'S REPORT

Building Inspector Quental presented his report (attached).

Following questions, Building Inspector Quental left the meeting at 10:05 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>
12/06/2021	\$102,110.92	Transfer from US Bank Checking to GRF-US Bank Checking
12/06/2021	\$132,275.44	Transfer from ACH- Direct Debit from multiple shareholders to US Bank Checking
12/07/2021	\$49,978.83	Transfer from US Bank Checking to US Bank Impound
12/10/2021	\$288,560.28	Invoice # Multiple Check # 1130 Payee Orange County Tax Collector
12/22/2021	\$30,414.60	Transfer from US Bank Checking to US Bank Restricted Money Market
01/05/2022	\$63,475.54	Transfer from US Bank Checking to GRF US Bank Checking
01/05/2022	\$137,848.29	Transfer from ACH- Direct Debit from multiple shareholders to US Bank Checking
01/06/2022	\$51,197.39	Transfer from US Bank Checking to US Bank impound (Property Taxes)

The MOTION passed unanimously.

CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Giles presented his report.

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 December 2021.

The MOTION passed unanimously.

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

RESOLVED to close BNY Mellon Money Market Account and to transfer remaining funds to US Bank Money Market Account.

The MOTION passed unanimously.

SECRETARY / CORRESPONDENCE

Correspondence received.

NEW BUSINESS

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

RESOLVED to approve that Mutual Administration send out an Opt-Out Notice, allowing the shareholder to remove their name, property address, mailing address, and/or e-mail address from the membership list, per Civil Code 5220 Membership List Opt-Out.

The MOTION passed unanimously.

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

RESOLVED to authorize Roseman Law APC to proceed with revising 50-1645-4 - Qualified Permanent Resident Agreement/Application and Co-Occupant Agreement/Application. Funds to come from Legal and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

PORTFOLIO SPECIALIST REPORT

Portfolio Specialist Barua presented her report (attached).

ANNOUNCEMENTS

NEXT REGULAR MONTHLY BOARD MEETING: Wednesday, February 23, 2022, 9:00 a.m., Location: Conference Room, A and via Zoom Video and Call Conference Meeting.

COMMITTEE REPORT

Physical Property Committee
No report presented.

Landscape Committee
No report presented.

Emergency Information Council
No report presented.

DIRECTORS' COMMENTS

No Director comments were made.

ADJOURNMENT

There being no further business to conduct, President Arlart adjourned the meeting at 10:26 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 January 26, 2022, at 10:47 a.m., and took the following actions:

The Board approved the Executive Meeting Minutes of December 14, 2021 and Special Executive Meeting Minutes of January 18, 2022.

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

President Arlart adjourned the meeting at 11:59 a.m.


Attest, John Stipcich, Secretary
SEAL BEACH MUTUAL TEN
KV 01/26/2022
Attachments

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

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 JANUARY 26, 2022**

The Regular Board Meeting Minutes of January 26, 2022 were approved by general consent of the Board as printed and distributed

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>
12/06/2021	\$102,110.92	Transfer from US Bank Checking to GRF-US Bank Checking
12/06/2021	\$132,275.44	Transfer from ACH- Direct Debit from multiple shareholders to US Bank Checking
12/07/2021	\$49,978.83	Transfer from US Bank Checking to US Bank Impound
12/10/2021	\$288,560.28	Invoice # Multiple Check # 1130 Payee Orange County Tax Collector
12/22/2021	\$30,414.60	Transfer from US Bank Checking to US Bank Restricted Money Market
01/05/2022	\$63,475.54	Transfer from US Bank Checking to GRF US Bank Checking
01/05/2022	\$137,848.29	Transfer from ACH- Direct Debit from multiple shareholders to US Bank Checking
01/06/2022	\$51,197.39	Transfer from US Bank Checking to US Bank impound (Property Taxes)

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 December 2021.

RESOLVED to close BNY Mellon Money Market Account and to transfer remaining funds to US Bank Money Market Account.

RESOLVED to approve that Mutual Administration send out an Opt-Out Notice, allowing the shareholder to remove their name, property address, mailing address, and/or e-mail address from the membership list, per Civil Code 5220 Membership List Opt-Out.

RESOLVED to authorize Roseman Law APC to proceed with revising 50-1645-4 - Qualified Permanent Resident Agreement/Application and Co-Occupant Agreement/Application. Funds to come from Legal and authorize the President to sign any necessary documentation.

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL TEN
January 18, 2022
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 Tuesday, January 18, 2022, at 2:31 p.m. via Zoom.

ROLL CALL:

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

Staff: Building Inspector Quental

SHAREHOLDER COMMENTS

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

No report.

PHYSICAL PROPERTY CHAIR REPORT

No report.

ADJOURNMENT

There being no further business to conduct, President Arlart adjourned the meeting at 3:20 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: 01/18/2022

MONTHLY MUTUAL INSPECTOR REPORT

MUTUAL: **(10) TEN**

INSPECTOR: **RYAN QUENTAL**

DATE: **JANUARY**

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR
247-B	SKYLIGHT	BOTH	10/15/21	12/30/21	NONE	DRYWALL 1/18/22	M & M
247-C	KITCHEN REMODEL	BOTH	07/30/21	12/30/21	YES	FINAL 12/3/21	JC KRESS
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
249-E	PATIO GLASS	GRF	11/10/21	12/10/21	NONE	FINAL 12/20/21	BROTHERS GLASS
252-D	ADDITION	BOTH	01/15/22	07/15/22	NONE	FOUNDATION 1/18/22	JC KRESS
253-B	CARPORT CABINET	GRF	11/05/21	11/15/21	NONE	FINAL 11/10/21	MJ JURADO
255-A	UNIT REMODEL	BOTH	08/10/21	12/30/21	YES	SHOWER PAN/WALLS 12/21/21	MP CONSTRUCTION
255-J	WASHER/DRYER	BOTH	01/01/22	03/30/22	NONE	M.E.P 1/18/22	LOS AL BUILDERS
256-I	ENTRY WALKWAY	GRF	11/15/21	03/30/22	NONE	FINAL 12/10/21	MP CONSTRUCTION
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-L		10/20/21	11/29/21	11/29/21	12/09/21		5	2	3
238-J		11/05/21							
240-H		10/20/21							
248-D		11/02/21	11/10/21	11/18/21	12/01/21	01/18/22			
249-C		10/06/21	12/07/21	12/07/21	12/14/21	01/18/22			
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	11/18/21	12/01/21	01/18/22			

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

CONTRACTS & PROJECTS

CONTRACTOR	PROJECT
J&J Landscape 12/1/21 - 11/30/22	Mutual Gardening, Irrigation and Lawns - On Going.
Empire Pipe Cleaning 12/31/23	Cleaning Sewer Mainline.
Fenn Pest and Termite 4/30/23	Pest Control and Termite Inspections. (Fenn Year 1 Invoice signed 12/23/21)
Fenn Pest and Termite 6/30/23	Bait Station Maintenance.
National Service Lease September 2024	On Going.
MJ Jurado 2021	Carports 123 and 124 Curb painting - In Progress.

MONTHLY MUTUAL INSPECTOR REPORT

MUTUAL: **(10) TEN**

INSPECTOR: **RYAN QUENTAL**

DATE: **JANUARY**

Roofing Standards Contract 2022

Buildings 246, 247, 248, 249.

SHAREHOLDER & MUTUAL REQUESTS

255-J	Water heater noise.	Termite Damage Repair: Complete - Roxygen Painting: In Progress .
249-E	Entry gate proposal.	John Nelson Plumbing (Building 255) - Waiting on appointment date .
245-E	Attic vent soffit screen.	
248-E	Lock box issue.	
238-L	Std/Non-Std Fridge.	
249-C	Smoke Detector battery.	
258-D	Bathroom light repair.	
255-I	Fridge issue.	
248-D	Water Heater access door.	
239-D	Broken window.	
258-E	Bathroom ceiling leak.	
250-A	Front slider water leak.	
246-E	Sliding glass door stuck.	
250-G	Skylight Leak.	
255-J	Moisture meter call.	

P.O. Box 2069
Seal Beach CA 90740

Dec Actual	Dec Budget		2021 Y-T-D Actual	2021 Y-T-D Budget
78,902	78,903	Carrying Charges	946,830	946,836
32,069	32,067	Reserve Funding	384,826	384,826
110,971	110,970	Total Regular Assessments	1,331,656	1,331,662
591	701	Service Income	8,726	8,379
18	334	Financial Income	2,735	4,008
7,145	1,149	Other Income	31,760	13,777
7,754	2,184	Total Other Income	43,220	26,164
118,725	113,154	Total Mutual Income	1,374,876	1,357,826
45,552	45,552	GRF Trust Maintenance Fee	524,754	546,646
6,862	8,142	Utilities	101,990	97,671
210	2,013	Professional Fees	8,638	24,244
0	23	Office Supplies	0	265
20,482	18,516	Outside Services	197,384	222,434
2,441	6,819	Taxes & Insurance	79,836	81,740
32,069	32,067	Contributions to Reserves	384,826	384,826
107,616	113,132	Total Expenses Before Off-Budget	1,297,429	1,357,826
11,109	22	Excess Inc/(Exp) Before Off-Budget	77,448	0
5,065	0	Depreciation Expense	60,592	0
6,044	22	Excess Inc/(Exp) After Off-Budget	16,856	0
		Restricted Reserves		
(864)	0	Appliance Reserve Equity	17,414	0
305	0	Painting Reserve	14,857	0
21,364	0	Roofing Reserve	1,315,887	0
0	0	Emergency Reserve Equity	50,000	0
5,250	0	Infrastructure Reserve	216,938	0
26,054	0	Total Restricted Reserves	1,615,096	0

CFO Report - Mutual 10
December 31, 2021

Account Description	\$ Variance	% Variance	Explanation
Total Operating Income	\$ 17,057	65.2%	Total Operating Income ended December better than plan . Primarily in Inseption Fees due to more units sold than planned.
Utilities	\$ 4,319	4.4%	Utilities ended in December over budget in all areas. Electricity (\$1,427), Water (\$2,782), and Trash (\$110).
Professional Fees	\$ (15,606)	-64.4%	Professional Fees ended December under budget in all areas. Legal is under budget \$14,433, and Bank Service Fees \$1,173.
Outside Services	\$ (25,315)	-11.4%	Outside Service ended December under budget in all areas except Landscape Extras and Trees (\$3,345), Painting (\$1,786), and Pest Control (\$509)
Taxes & Insurance	\$ (1,904)	-2.3%	Taxes and Insurance ended December under budget. State and Federal Taxes were over budget (\$2,370) and Insurance \$4,274 better than budget.
Excess Inc. / (Exp) After Off-Bdgt Items	\$ 77,449	0.0%	After the 2021 Audit is complete and approved by the Board, the Excessive Income will be transferred to Reserves to cover future expensed.

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



January 25, 2022

Approved Consent Agenda

MOVED and approved the consent agenda included Minutes of the Physical Property Committee Meeting of December 1, 2021 • Minutes of the GRF Administration Committee Meeting of December 2, 2021 • Minutes of the Finance Committee from December 20, 2021 • Minutes of the GRF Board Meeting from December 21, 2021 • The acceptance of the Interim Financial Statement, December 2021 • Approval Reserve Funds Investment Purchase.

General - Reserve Funding Request - Server Replacement

MOVED to ratify the emergency action and associated reserve expenditure, in the amount of \$9,171.69, for the replacement and installation of a new server and related software from Konica Minolta.

General - Establishment of Ad Hoc Committee

1st Motion:

MOVED to approve and thereby establish the Bulk Cable Ad hoc Committee and grant to the Ad hoc Committee limited authority specifically stated within GRF governing documents, policies, or other authority as granted by the BOD or as state within this policy.

2nd Motion:

In accordance with Article VIII of the Bylaws, Ad hoc Committee chair and members shall be appointed by the GRF President and approved by action of the BOD in accordance with policy 30-5024-1, Committee Structure, MOVED to approve the appointment of Nick Massetti, Chair, Lee Melody, Larry Slutsky, Paula Snowden, and Carol Levine to the Bulk Cable Ad hoc Committee.

Finance Committee - Amend Rule 40-5528-1 Refund of Excess Income

MOVED to amend 40-5528-1, Refund of Excess Income, as follows:

1. Remove "the entire amount" from item 2 which will now read Refund to the Mutual Corporations.
2. Add new item 4: Retain in GRF Operating Fund.
3. Amend item 5 to read: A combination of Options 1, 2, 3, 4 or 5.

Finance Committee - FINAL VOTE - Amend Policy 40-5061-2, Fees

After a brief discussion, the Board decided to send this back to the Finance Committee.

Finance Committee - FINAL VOTE – Adopt Policy 40-5580-2 Entry Passes – Fees

MOVED to ratify policy 40-5580-2, Entry Passes - Fees, updating document language, as presented.

Mutual Administration Committee - Approval to Host 2022 Life Options Expo

MOVED to recommend the Board authorize the facilitation of the Life Options Expo on July 29, 2022 by Mutual Administration and Member Resource & Assistance Liaison and approve the budget of not to exceed \$400.00, which includes refreshments, water, coffee supplies, napkins, and decorations, as presented.

Physical Property Committee – Capital Funding Request - St. Andrews Electric Vehicle Charging Station

MOVED to award a contract to Charge Point to purchase and install the vehicle charging equipment and provide 10 years of service for a cost of \$62,493 based on approval from SCE

Charge Ready Program and add a 20% contingency for a total cost not to exceed \$75,493, using Capital funding and to authorize the President sign the contract.

Physical Property Committee - Capital Funding Request – Urban Crossroad -North Gate Road in Northwood Road and St. Andrews Drive

MOVED to award a contract to Urban Crossroads to perform an analysis of traffic flow for North Gate Road to Northwood and St. Andrews Drive for a cost not to exceed \$9,800 Capital Funds and authorize the President to sign the contract.

Physical Property Committee - Reserve Funding Request - Drainage Concerns St. Andrews/Northwood

MOVED to award a contract to MJ Jurado for the replacement of curb, gutter, and sidewalk for drainage purposes and construct a cross gutter from the triangle area at St Andrews Drive triangle to the curb and gutter across Northwood Road, for a total cost, including a 10% contingency, not to exceed \$88,463, using reserve funding and to authorize the President sign the contract.

Physical Property Committee – Reserve Funding Request - Lobby Carpet Replacement Clubhouse Two

MOVED to award a contract to Cornerstone Floors for the replacement of ADRC approved Clubhouse Two, lobby carpet for a total cost of \$24,594 which includes a 10% contingency, using reserve funding and to authorize the President sign the contract.

Recreation Committee - TENTATIVE VOTE: Adopt Policy 70-5563-1, Needle Arts Studio – Rules

MOVED to adopt policy 70-5563-1, Needle Arts Studio - Rules as presented, pending a 28 -day notification to the members and a final decision by the GRF Board of Directors on March 22, 2022.

Strategic Planning Ad Hoc Committee - Amend Policy 30-5167-3, Committee Charter

MOVED to amend policy 30-5167-3, Strategic Planning ad Hoc Committee Charter with changes to the Purpose, Goals and Duties as presented.

Security, Bus & Traffic Committee - Capital Funding Request – Speed Cushions

MOVED to award a contract to Urban Crossroads to perform an analysis to determine recommended locations and design for Speed Cushions to be constructed within the trust street sections of the community for a cost not to exceed \$9,600 Capital Funds and authorize the President to sign the contract.

Security, Bus & Traffic Committee - FINAL VOTE - Amend Policy 80-1937-2, Parking

MOVED to ratify 80-1937-2, Parking -Fines, as presented.

Security, Bus & Traffic Committee - FINAL VOTE - Rescind Policy 80-1927.01-2, Fees for Parking Rules Violations on Trust Property

MOVED to rescind 80-1927.01-2, fees for parking rules violations on trust property, as presented.

Security, Bus & Traffic Committee - FINAL VOTE – Rescind Policy 80-1927.02-3, Parking Rules for Trust Property

MOVED to rescind 80-1927.02-3, parking rules for trust property, as presented.

January 6, 2022, GRF Administration Committee

- CONCURRED that the Safety/Emergency Coordinator provided updated information on the emergency supply storage options and recommended to purchase items presented on the agenda packet pages 14-18, for a cost not to exceed \$10,000 dollars.
- CONCURRED by the Committee to request the Safety/Emergency Coordinator bring back the cost on a 16-foot trailer and quotes on possible replacement sheds. Also, information on the Blue Can 50 Year Life Water for purchase by Shareholders.
- CONCURRED by the Committee to review governing document 30-5155-3, Plan Investment Administrative Committee at a work study and bring back to the next scheduled meeting.
- CONCURRED to review the glossary of terms at a Sub-Committee for the GRF Board and bring back to the next scheduled meeting.
- CONCURRED the Committee discussed the training for mutual Board Directors by department heads. No action was taken pending additional information to be presented at the next scheduled meeting. Information on this training will be compiled by the Chair and presented to the committee next month.
- CONCURRED by the Committee to take no action and review all Governing Documents at a work study.

January 14, 2022, Finance Committee

- MOVED and recommended the GRF Board authorize the purchase of brokered CDs through Morgan Stanley totaling \$871,000 with terms ranging from twelve (12) to twenty-four (24) months at the prevailing interest rates at the time of purchase and at the discretion of the financial advisors.
- MOVED and recommended the GRF Board inform that the Finance Committee has determined: • Reserve Funds, in the amount of \$24,594, are available and have directed the Director of Finance to place a temporary hold on these funds, pending Board action on the proposed replacement of Lobby Carpet at Clubhouse Two.
- MOVED and recommended the GRF Board inform that the Finance Committee has determined: • Reserve Funds, in the amount of \$88,463, are available and have directed the Director of Finance to place a temporary hold on these funds, pending Board action on the proposed project at St. Andrews/Northwood drainage issues.
- MOVED and recommended the GRF Board inform that the Finance Committee has determined the two following options: • Capital Funds, in the amount of \$75,493, are available and have directed the Director of Finance to place a temporary hold on these funds, pending Board action on the proposed purchase, installation, and service of vehicle charging stations at St Andrews Gate. OR • Capital Funds, in the amount of \$75,493, are available and have directed the Director of Finance to place a temporary hold on these funds, pending Board action on the proposed Lease, of vehicle charging stations at St Andrews Gate.
- MOVED and recommended the GRF Board amend 40-5528-1, Refund of Excess Income, as amended.

January 10, 2022, Mutual Administration Committee

- CONCURRED to have select committee members meet in a work study to review the 2022 Senior Resource Guide. This item will come back next month.
- CONCURRED Fenn Termite and Pest Control representative, Mr. Bernardo Garcia, provided updates for the community.
- Moved and recommended to the Mutual Administration Committee allow Member Resource & Assistance Liaison to plan and facilitate the Life Options Expo on July 29, 2022, the budget not to exceed \$400.00 which includes refreshments, water, coffee supplies, napkins, and decorations and forward to the Board for approval.

December 5, 2022, Physical Property Committee

- MOVED and recommended the GRF Board approve the Electric Vehicle Charging Stations at the St. Andrews parking area, for a total cost not to exceed \$75,000 including a 20% contingency, Capital funding, pending review by the Finance Committee and with approval by Southern California Edison for the seven charging stations/and or approve the purchase of leasing.
- MOVED to reject Woodshop in Clubhouse One the proposal in the agenda packet.
- CONCURRED by the Committee to create a Sub-Committee for the Woodshop and be comprised of the following members: Mr. Melody- Chair, Mrs. Damoci, Mr. Friedman, Mr. Geffner, Ms. Levine-Resident Specialist Arts League and two Supervisors from the Woodshop.
- MOVED and recommended the GRF Board approve the Traffic Circle Feasibility Study proposal in the amount of \$10,7000, Capital Funding, after review by the Finance Committee. Committee MOVED to rescind the previous motion and forward the Traffic Circle Feasibility Study proposal to the SPAH Committee.
- MOVED to recommend the GRF Board approve the North Gate Road in Northwood and St. Andrews Drive area Traffic Circulation Review in the amount of \$9,800, Capital funding, pending review by the Finance Committee.
- CONCURRED by the Committee to discuss and forward Main Gate Traffic Circulation Review to SPAH Committee.
- MOVED and recommended the GRF Board approve the proposal from MJ Jurado, at a cost not to exceed \$80,421.00 with a 10% contingency, Reserve Funding, pending review by the Finance Committee.
- CONCURRED by the Committee to have the Facilities Director provide an update on the pool via LW Live.
- CONCURRED by the Committee to have the Physical Property Manager bring back additional information on Palm Trees – Clubhouse Six to the next scheduled meeting.
- CONCURRED the Committee to have the Facilities Director bring back additional information on Flashing Stop Signs recommended by Security, Bus & Traffic to the next scheduled meeting.
- MOVED to add Clubhouse Two-Carpet in Lobby as an emergency agenda item. The Committee moved and recommended the GRF Board approve the proposal from Cornerstone Floors, at a cost not to exceed \$22,358 with a 10% contingency, Reserve Funding, pending review by the Finance Committee.

January 3, 2022, Recreation Committee

- CONCURRED by the Committee to have the Recreation Manager bring back additional information to the next scheduled meeting.
- CONCURRED by the Committee to have the Recreation Manager bring back information regarding the Clubhouse Two Renovation to the next scheduled meeting.
- CONCURRED by the Committee to table Booking an Agent for Amphitheater Shows until August.

January 12, 2022, Security, Bus & Traffic Committee

- CONCURRED by the Committee to have the GRF President respond to Shareholders with their concerns with the Gate Access System.
- CONCURRED by the Committee to have the Security SERVICES Director place an article in the Leisure Emergency Contact Form.
- CONCURRED by the Committee to discuss the contracted/off-site and on-site bus service agenda item. No action was taken pending additional information to be presented at the next scheduled meeting.
- CONCURRED by the Committee to discuss the parking tickets on hold, agenda item. No action was taken pending additional information to be presented at the next scheduled meeting.
- CONCURRED by the Committee discussed the replacement of buses agenda item. No action was taken pending additional information to be presented at the next scheduled meeting.
- MOVED and recommended the GRF Board accept the revised Speed Cushions proposal, in the amount of \$9,600, Capital Funding.
- CONCURRED by the Committee to have the Security Services Director get additional information and forward to the PPC Committee. The Committee moved to forward to the Physical Property Committee that a review be done for a stand for the point person at the main gate.

Financial Recap – December 2021

As of the twelve-month period ended December 2021, the draft financial reports indicate that GRF is in a favorable financial position with a surplus of \$1,100,980.

Major variances are:

Wages, Taxes & Benefits	\$945,141	Favorable: Wages \$579K; P/R Taxes \$45K; Workers' Comp \$79K; 401(k) ER Match \$29K; Group Ins \$213K; average FTE < budget by 19.0 FTEs
Agency Fees	(281,587)	Unfavorable: Temporary help to fill key positions
Materials & Supplies	(67,748)	Unfavorable: Photo ID printing; COVID vaccine clinic
Professional Fees	(96,547)	Unfavorable: Unexpected legal expenses
Community Entertainment	55,579	Unfavorable: Budgeted events were not scheduled
Publication Printing	106,609	Favorable: Decrease in printing rates
Write-offs	(57,726)	Unfavorable: Year-end inventory write-offs
Certificate Prep Fees	97,400	Favorable: Unit sales exceeds budget
Rental Income	221,199	Favorable: Unit sales exceeds budget
Other Income	113,977	Favorable: 2020 income tax refunds \$23K; permit income \$36K; Lost member ID card \$31K; Other \$24K
News Advertising Income	141,461	Favorable: Display, Front Footer & Telephone book
SRO Labor Cost Recovery	(139,159)	Unfavorable: Less billable hours than budgeted

	Fund Balance	Allocated For Current Projects	Allocated For Future Projects	For details, see page
Reserve Funds				
Repairs & Replacements	\$11,780,045	\$645,036	\$11,135,009	7

	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Funds				
Capital Improvements	\$3,147,920	\$1,095,143	\$2,052,777	8

Total year-to-date approved unbudgeted operating expenses are \$177,936.

Portfolio Specialist Report January 2022



Wipes cause a pain in the drain!

Avoid sewer backups and protect your pipes!
Dispose of these items in the trash, NOT the toilet.

- Disinfecting Wipes
- Paper Towels
- Baby Wipes
- Towelettes
- Mop Refills
- Facial Tissue
- Diapers
- Sanitary Items



Place the items listed above in a trash can
**Putting these items down toilets may plug sewers and cause raw
sewage to back up into YOUR HOME!**

Year-End Mail Out Information

The 2022 guest passes, and property tax and assessment information were mailed December 29, 2021.

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 or have questions about registering your Caregiver or pet call the Stock Transfer Office at (562) 431-6586 ext. 339.