

**AGENDA**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL TEN**  
**April 24, 2024**  
**Meeting begins at 9:00 a.m.**  
**Conference Room B and Zoom Video and Call Conference Meeting**

**TO ATTEND ON ZOOM:** The Shareholder will be provided with instructions on how to access the call via Zoom/telephone upon the Shareholder contacting Mutual Administration and requesting the log-in information. Please submit your information, including your name, Unit number, and telephone number, via e-mail at [mutualsecretaries@lwsb.com](mailto:mutualsecretaries@lwsb.com) or by calling (562) 431-6586 ext. 2320, by no later than 3:00 p.m., the business day before the date of the meeting.

**TO PROVIDE COMMENTS DURING MEETING VIA ZOOM:** In order to make a comment during the open Shareholder Comments, the Shareholder must (i) notify their designated director of their intent to speak during Shareholder open forum, or (ii) submit their information, including their name, Unit number, and telephone number, via e-mail at [mutualsecretaries@lwsb.com](mailto:mutualsecretaries@lwsb.com), no later than 3:00 p.m. on 04/23/2024, the business day before the date of the meeting.

1. CALL TO ORDER - BOARD ROOM DECORUM
2. ROLL CALL
3. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Carol Levine, GRF Representative  
Darrien Moore, Building Inspector  
Dinna Kong, Portfolio Specialist
4. SHAREHOLDERS' COMMENTS (4 minutes per shareholder; CFO Giles will time.)
5. PRESIDENT'S COMMENTS
6. APPROVAL OF MINUTES
  - a. Approval of Regular Meeting Minutes of March 27, 2024.
  - b. Approval of Special Meeting Minutes of April 9, 2024 (pp.3-4)
7. GRF REPRESENTATIVE Carol Levine
8. BUILDING INSPECTOR'S REPORT Darrien Moore

Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p.5)

  - a. Discuss and vote to ratify resolution dated 3/27/24 - permit to repair buckling floor warranty tracing for unit 10-243-E. (p.6)
  - b. Discuss and vote to approve the contractor for electrical panel replacement. (pp.7-9)
  - c. Discuss and vote to approve contractor for abatement. (pp.10-11)
9. CONSENT CALENDAR Michael Giles
  - a. Discuss and Vote to Approve Transfer of Funds for April. (p.12)
10. CHIEF FINANCIAL OFFICER'S REPORT Michael Giles
  - a. Approval of Mutual Monthly Finances (p.13)

11. SECRETARY/CORRESPONDENCE

Elissa Viglietta

12. UNFINISHED BUSINESS

- a. Discuss and vote to ratify resolution dated 3/27/24 - approve rental request for Unit 10-249B (p.14)

13. NEW BUSINESS

- a. Discuss and vote to approve refreshments and arrangement for annual meeting. (p.15)
- b. Discuss and vote to approve black oven replacement as standard item (p.16)
- c. Discuss and vote to amend Procedure 10-7510-3 – Eligibility Requirements. (pp.17-20)
- d. Discuss and vote to adopt caregiver/permitted health care resident form. (pp.21-27)
- e. Discuss and vote to amend the numbering of Mutual 10 policies to procedures & forms. (p.28)
- f. Discuss and vote to rescind policies. (p.29)
- g. Discuss and vote to propose a rule change by adopting current policies into rules and regulations. (p.30)

**STAFF BREAK BY 11:00 a.m.**

14. PORTFOLIO SPECIALIST REPORT

Ms. Kong

15. ANNOUNCEMENTS – DATES TO REMEMBER

- a. **NEXT REGULAR MONTHLY MEETING: Wednesday, May 29, 2024, 9:00 a.m. Location: Building 5, Conference Room B and Via Zoom Video and Call Conference Meeting**
- b. **Special Meetings scheduled for the following:**
  1. **Tuesday, May 14, 2024, at 2:30pm Location: Clubhouse 3, Room 8**
- c. **ANNUAL MEETING scheduled Tuesday, May 21, 2024, at 10:00am Location: Clubhouse 4**

16. COMMITTEE REPORTS

- a. Physical Property Committee
- b. Landscape Committee
- c. Emergency Information Council

17. DIRECTORS' COMMENTS

18. ADJOURNMENT

19. EXECUTIVE SESSION

- a. Legal Matters
- b. Contracts
- c. Assessments / Delinquencies
- d. Disciplinary Hearings

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

**MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF DIRECTORS  
SEAL BEACH MUTUAL TEN  
April 9, 2024 Clubhouse 3 Room 8**

The Special Meeting of the Board of Directors of Seal Beach Mutual Ten was called to order by President Arlart on Tuesday, April 9, 2024, at 2:35 p.m. Clubhouse 3 Room 8.

**ROLL CALL:**

**Present:** President Arlart, Vice President Cummings, Secretary Viglietta, CFO Giles, Director Sims

**Staff:** Building Inspector Moore

**SHAREHOLDER COMMENTS**

Shareholder present. No comment made.

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

**BUILDING INSPECTOR'S REPORT**

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

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

RESOLVED to approve "Alteration / Building Permit # 19293" for unit 10-245B.  
Work to be completed at shareholder's expense.

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 approve "Alteration / Building Permit # 19372" for unit 10-253A.  
Work to be completed at shareholder's expense.

The MOTION passed unanimously.

**PHYSICAL PROPERTY CHAIR REPORT**

Discussed circuit breaker replacement project, next 20 schedule.

Discussed black replacement oven option.

**LANDSCAPE REPORT**

Update on stump grinding in flowerbeds of carports 120, 121, 122.

Discussed options for replacing grass.

**ADDITIONAL ITEMS**

Discussed Service Maintenance call requests.

No update on painting mural on carport wall.

Discussed flyer regarding election ballot.

**ADJOURNMENT**

There being no further business to conduct, President Arlart adjourned the meeting at 3:43 p.m. and announced that there would be an Executive Session following to discuss member issues.

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Attest

Elissa Viglietta, Secretary  
SEAL BEACH MUTUAL TEN

Ra: 04/09/2024

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

DRAFT

## MUTUAL 10 INSPECTOR'S REPORT

MUTUAL: **(10) TEN** MONTH: **APRIL** INSPECTOR: **Darrien Moore**

### PERMIT ACTIVITY

UNIT #	WORK DESCRIPTION	GRF/CITY PERMIT	START DATE	FINISH DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR
238-F	Heat Pump	BOTH	01/25/24	04/25/24	NONE		GreenWood
243-E	Flooring	GRF	03/21/24	05/23/24	NONE		Bruno Alvarez
245-B	Shower Cutdown	BOTH	04/23/24	05/23/24	NONE		Nukote
245-F	Remodel	BOTH	04/27/24	06/12/24	NONE		Hadi
251-D	Windows	GRF	01/16/24	03/16/24	NONE	Correction - 03/29/24	Bodies Glass

### ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FINAL	FCOEI	RELEASE OF FUNDS	ACTIVE	CLOSING	CLOSED
239-F		01/16/24	02/12/24	03/13/24	04/04/24	04/11/24	3	0	18
248-I		03/26/24							
256-A		03/26/24							

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation  
FCOEI = Final Close of Escrow Inspection

### CONTRACTS & PROJECTS

CONTRACTOR	PROJECT
J&J Landscape 12/1/22 - 11/30/24	Mutual Gardening, Irrigation and Lawns - On Going.
Fenn Pest and Termite 5/31/2026	Pest Control and Termite Inspections.
Fenn Pest and Termite 6/30/2026	Rodent Bait Station Maintenance.
National Service Lease 10/25/2024	On Going.
Roofing Standards 04/12/24 - 12/31/24	Re-Roof
Empire Pipe Cleaning 10/01/2023 - 12/31/2025	annually

### SHAREHOLDER & MUTUAL REQUESTS

SHAREHOLDER	MUTUAL
255-D Leak	238-L termites
	238- Electrical panel door

# *Mutual Corporation No. Ten*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO RATIFY RESOLUTION DATED 3/27/24 – PERMIT REPAIR BUCKLING FLOOR WARRANTY TRACING FOR UNIT 10-243-E. (BUILDING INSPECTOR’S REPORT, ITEM A)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move to ratify resolution dated 3/27/24, “RESOLVED to approve permit to repair buckling floor warranty tracing for Unit 10-243E at shareholder’s expense.”

# *Mutual Corporation No. Ten*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE THE CONTRACTOR FOR ELECTRICAL PANEL REPLACEMENT. (BUILDING INSPECTOR'S REPORT, ITEM B)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move to approve the J.C. Kress as the contractor for the replacement of twenty (20) electrical panels at a total cost not to exceed \$38,500. Funds to come from Infrastructure Reserves and authorize the president to sign any necessary documentation.





## Mutual 10 Electrical Panel Replacement Units

249	C
250	C,F,I
251	D,E,H,I,K
252	B,F,I,J,K
253	G,K,L
254	H,I,J
20 Panels Total	

# *Mutual Corporation No. Ten*

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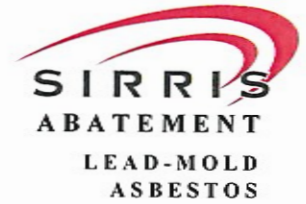
## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE CONTRACTOR FOR ABATEMENT.  
(BUILDING INSPECTOR'S REPORT, ITEM C)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move to approve Sirris Abatement as the contractor for abatement of twenty (20) electrical panels at a total cost not to exceed \$4,400. Funds to come from Infrastructure Reserves and authorize the president to sign any necessary documentation.



**PROPOSAL / CONTRACT**

April 11, 2024

ATTN: Darrien  
COMPANY: Golden Rain Foundation Inspector  
ADDRESS: Seal Beach Ca,90740  
EMAIL: darrienm@lwsb.com  
PHONE:

JOB # N/A

JOB SITE: Residential Property's  
Various units

**DESCRIPTION OF WORK:**

1. Provide labor and material for the removal and disposal of asbestos containing materials according to the following schedule:

- **Remove drywall around electrical panels as per lay out 20 units. ( to be done at 1 time)**
- **Lay out to be done by others .**

2. Project will commence upon receiving signed and mutual agreement by Client and Sirris Abatement
3. Air monitoring to be provided by trained Sirris Abatement personnel.
4. Clearance air monitoring analysis will be performed by an independent laboratory.
5. The Terms and Conditions on the reverse side are expressly incorporated into this Proposal/Contract. All parties agree that Sirris Abatement shall have no liability to customers for damages sustained by the customer in excess of the contract price stated herein. Sirris Abatement is not responsible for minor paint and wall damage.
6. Transportation and disposal of waste to an approved landfill.
7. This proposal is valid for (30) days.
8. Notifications to governing agencies are included.
9. This proposal is inclusive of general liability insurance in the amount of \$1,000,000.00.

**STANDARD EXCLUSIONS:**

All City Permits (if required) Contaminated Soils. Protection, Removal, Replacement and Storage of Contents and Furniture. Pedestrian Barricades and/or Protections. Protection of Non-Work areas. Lead Work of any kind. Paint Preparations or Wet Sanding. Prevailing Wages. Waiver of Subrogation Endorsements. Bonding of any sort whatsoever. UNION LABOR AGREEMENTS AND/OR CONTRIBUTIONS. Third Party oversight is not part of this Proposal/Contract. Less than 1% asbestos containing materials. Utility disconnects. Project Layout. Lockout/Tag outs.

A FINANCE CHARGE OF 1.5 % PER MONTH WILL BE CHARGED ON ALL PAST DUE ACCOUNTS. **TERMS UPON COMPLETION.**

ALL WORK WILL BE PERFORMED IN A WORKMAN LIKE MANNER IN ACCORDANCE WITH ALL FEDERAL, STATE AND LOCAL REGULATIONS FOR THE AMOUNT OF: **\$ 4,000.00**

SUBMITTED BY: ERNIE OCHOA DATE: 04-11-2024

AUTHORIZED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Authorized Signature)

PRINT NAME: \_\_\_\_\_

CONTRACTORS LICENSE #857568/C21 ASB

CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS STATE LICENSE BOARD. ANY QUESTIONS CONCERNING

A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR, CONTRACTORS STATE LICENSE BOARD, P.O. BOX 26000, SACRAMENTO, CA 95826

12303 Woodruff Avenue, Downey, CA. 90241

Ph. 562-401-1122 Fax 562-401-1123

# Mutual Corporation No. Ten

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE AUTHORIZATION OF TRANSFERS OF FUNDS FOR MUTUAL TEN. (CONSENT CALENDAR, ITEM A)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

I move that the Board authorizes the following transfers of funds, per detailed and dated resolutions, by consent calendar.

<i>Transfer/ Invoice Date</i>	<i>Amount</i>	<i>Originating/Destination Accounts or Payee</i>
3/20/24	\$ 35,000.00	US Bank Money Market/US Bank Checking
3/6/24	\$ 57,005.70	US Bank Checking/US Bank Impound (Property Taxes)
3/21/24	\$ 76,159.00	US Bank Checking/US Bank Restricted Money Mkt.
4/5/24	\$ 339,968.86	OC Tax Collector/ Inv (multiple)
3/26/24	\$ 312,800.00	US Bank Impound/US Bank Checking

# *Mutual Corporation No. Ten*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** APPROVAL OF MUTUAL MONTHLY FINANCES (CHIEF FINANCIAL OFFICER'S REPORT, ITEM A)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move 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 March 2024.

# *Mutual Corporation No. Ten*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO RATIFY RESOLUTION DATED 3/27/24 – APPROVE RENTAL REQUEST FOR UNIT 10-249B. (UNFINISHED BUSINESS, ITEM A)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move to ratify resolution dated 3/27/24, “RESOLVED to approve rental request for Unit 10-249B.”

# *Mutual Corporation No. Ten*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE REFRESHMENTS AND ARRANGEMENTS FOR ANNUAL MEETING. (NEW BUSINESS, ITEM A)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move to approve refreshments and arrangements for Mutual Ten's Annual Meeting at a total cost not to exceed \$250.00. Funds to come from Miscellaneous and authorize the president to sign any necessary documentation.

# *Mutual Corporation No. Ten*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE BLACK OVEN REPLACEMENT AS STANDARD ITEM. (NEW BUSINESS, ITEM B)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move to approve the black replacement oven as the standard black oven replacement for Mutual Ten.



# *Mutual Corporation No. Ten*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO AMEND PROCEDURE 10-7510-3 - ELIGIBILITY REQUIREMENTS. (NEW BUSINESS, ITEM C)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move to propose a procedure change by amending procedure 10-7510-3 – Eligibility Requirements of the Rules and Regulations to remove Section III - Shareholder Buyer Premium Fee.

**SEAL BEACH MUTUAL NO. TEN**

**RESIDENT REGULATIONS**

**Eligibility Requirements**

1 All persons seeking approval of the Board of Directors of Seal Beach Mutual No. Ten to purchase  
2 a share of stock in the Mutual, and to reside in the Mutual, shall meet the following eligibility  
3 criteria:  
4

5 1. Apply for and be accepted as a member of the Golden Rain Foundation, Seal Beach,  
6 California.  
7

8 2. Meet the Mutual eligibility criteria as follows:  
9

2.1 Age

10 2.1.1 Minimum of 55 years, as confirmed by a birth certificate or passport.  
11 A driver's license is not acceptable as proof of age.  
12

13 2.2 Financial Ability

14 2.2.1 Verified monthly income that is at least five (5) or greater the monthly  
15 carrying charge (Regular Assessment plus Property Tax and Fees)  
16 at the time of application, and have liquid assets of at least \$50,000.  
17 Verified monthly income/assets may be in the form of the past two  
18 years of:

19 2.2.1.1 Tax returns.

20 2.2.1.2 1099s for interest and dividends.

21 2.2.1.3 1099-Rs for retirement income from qualified plans and  
22 annuities.

23 2.2.1.4 SSA-1099 Social Security Benefit Statement.

24 2.2.1.5 Brokerage statements and current interim statements.

25 2.2.1.6 Six to twelve months of checking/savings account  
26 statements.

27 2.2.2 Adjusted Gross Income per 1040, 1040A, or 1040EZ; plus that portion  
28 of Social Security, IRA distributions, and pensions and annuities not  
29 included in adjusted gross income; plus tax exempt interest; minus  
30 income tax, Social Security, Medicare, and self-employment taxes  
31 paid; and minus Medicare medical insurance and prescription drug  
32 premiums; all divided by twelve (12) will equal net monthly income to  
33 be used in Paragraph 2.2. above.  
34

35 2.2.3 Projected assessments will be the previous year's assessment (total  
36 of carrying charge less any cable charge, less Orange County  
37 Property Taxes and Fees), and the addition of the new property tax  
38 at 1.2% of the sales price plus Orange County District fees divided by

(~~July-April 2024-2023~~)

**SEAL BEACH MUTUAL NO. TEN**

**RESIDENT REGULATIONS**

**Eligibility Requirements**

39 twelve (12) for the new projected monthly assessment. This new  
40 figure (Regular Assessment plus Orange County Property Taxes and  
41 District Fees) times four (4) will be the monthly income required. This  
42 will be verified by the escrow company and the Stock Transfer Office.  
43 Stock Transfer shall have the final say in establishing verifiable  
44 income/assets.,

45  
46 Verification shall be done by the Escrow Company and the Stock  
47 Transfer Office prior to the new buyer interview and prior to the close  
48 of escrow (the above verification will not be done by the individual  
49 Mutual Directors; Directors will not be required to study or understand  
50 the financial requirements).

51  
52 2.2.4 Only the resident shareholder's income shall be considered for  
53 qualifying.

54  
55 2.2.5 If moving within Leisure World, or if there are any additions/changes  
56 to the title (except to remove a deceased spouse's name), the  
57 proposed shareholder(s) must meet these eligibility requirements.

58  
59 2.3 Health

60 2.3.1 Have reasonably good health for a person of his/her age, so that  
61 shareholder can take care of normal living needs without calling on  
62 other members for an undue amount of assistance. Leisure World is  
63 not an assisted living or skilled nursing home facility.

64  
65 ~~3. Shareholder Buyer Premium Fee~~

66 ~~3.1 Prospective Mutual 10 shareholder should be aware they will be assessed a~~  
67 ~~Shareholder Buyer Premium Fee of \$500.00 at the time of escrow.~~

68  
69 ~~4.3.~~ Assume, in writing, the obligations of the "Occupancy Agreement" in use by the  
70 Mutual Corporation.

71  
72 Officers or Committees of the Board of Directors designated to approve new applicants  
73 are responsible that the eligibility criteria of this corporation is equitably applied to all  
74 applicants. Approval or disapproval of buyer(s) must be received by the Stock Transfer  
75 Office at least ten (10) working days prior to the close of escrow.

76  
77 

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1 If major remodeling, expansion, or addition of a bathroom is being considered, the increase

(~~July April 20242023~~)

**SEAL BEACH MUTUAL NO. TEN**  
**RESIDENT REGULATIONS**

**Eligibility Requirements**

78 in taxes over the 1.2% of the purchase price must be taken into consideration.  
79 I have read and understood what is required for eligibility consideration in the above named  
80 Mutual, including necessary documentation.  
81

82 \_\_\_\_\_  
83 Prospective Buyer Date

84 \_\_\_\_\_  
85 \_\_\_\_\_  
86 \_\_\_\_\_  
87 Prospective Buyer Date

88 \_\_\_\_\_  
89 \_\_\_\_\_  
90 \_\_\_\_\_  
91 Prospective Buyer Date

92 \_\_\_\_\_  
93 \_\_\_\_\_  
94 \_\_\_\_\_  
95 Prospective Buyer Date

96  
97  
98

**Document History**

Adopted: 22 Sept 2021 Amended: ~~26 July 2023~~  
April 2024

**Keywords:** Mutual Ten Eligibility Requirements

99

(~~July April 2024~~2023)

# *Mutual Corporation No. Ten*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE ADOPTION OF FORMS 50-1644-4A – CAREGIVER PASS APPLICATION & 50-1644-4B – PERMITTED HEALTH CARE RESIDENT PASS APPLICATION. (NEW BUSINESS, ITEM D)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move to approve adoption of Forms 50-1644-4A – Caregiver Pass Application & 50-1644-4B-Permitted Health Care Resident Pass Application.

**Caregiver Pass Application  
Part-Time Health Care Providers  
Per Rules and Regulations**

- Valid Identification Card or Driver's License  
*Mutual 10 Caregivers **must** have a valid driver's license if driving a vehicle in Leisure World.*
- Written Verification of Physician  
*Mutual 10 Caregivers **may** provide written verification from a physician, not required.*
- Auto Insurance  
*Mutual 10 Caregivers **may** provide proof of current auto insurance, not required.*
- City of Seal Beach Business License  
*Mutual 10 **recommends** that a Caregiver hold a Seal Beach Business License.*

Mutual/Unit #: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Resident Name: \_\_\_\_\_

Caregiver's Name: \_\_\_\_\_

New Applicant:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Part Time:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Hospice care:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Evenings/Weekends:	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Agency Employed:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Name of Agency:	_____	
Agency Telephone #:	( _____ )	
Agency Address:	_____	

Family Member:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Relationship to Authorized Resident:	_____	

Self-Employed:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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*The undersigned acknowledges that the approval of a Caregiver Pass by the Mutual does not constitute approval of the Caregiver, nor does it represent any direct or indirect liability on behalf of the Mutual and/or the Golden Rain Foundation (GRF) for any actions by said Caregiver approved for a pass. **FURTHER: I, Caregiver, have read and received a copy of the Caregiver Disclosure and agree to wear the badge and pass at all times while in this community.***

\_\_\_\_\_  
Authorized Resident Signature

\_\_\_\_\_  
Caregiver's Signature

**Must be renewed EVERY January and June.**

.....  
FOR STOCK TRANSFER OFFICE USE ONLY

Pass Expires: \_\_\_\_\_

Person Receiving Pass: \_\_\_\_\_

Pass Issued By: \_\_\_\_\_

**Caregiver Pass Application  
Part-Time Health Care Providers**

**Stock Transfer Office**

**Confidential Information**

**Caregiver's Information**

<u>First Name</u>	<u>Middle Initial</u>	<u>Last Name</u>
<u>Current Living Address</u>		Male <input type="checkbox"/> Female <input type="checkbox"/> Decline to State <input type="checkbox"/>
<u>Contact Telephone #</u>	<u>Cell Phone #</u>	

**Caregiver's Information**

Vehicle Year, Make & Model	
Vehicle Color	
Vehicle License No.	
Vehicle Insurance Company	Company: _____ Telephone: _____

## Caregiver Disclosure Part-Time Health Care Providers

### Licensing Requirements:

- The Mutual recommends that all Caregivers have a valid business license, issued by the City of Seal Beach and/or work for an agency with a valid business license, issued by the City of Seal Beach.

### Caregiver Pass & Badge:

- Pass and Badge must be always worn by Caregiver in clear sight.
- Pass must be renewed every (6) months.
- Pass and/or Badge shall not be transferred or lent to anyone.

### Use of Laundry Facilities:

- Caregivers shall not use the washers and dryers for personal use and may only use laundry facilities for Qualifying Resident's laundry. Caregivers who use Mutual laundry facilities for their personal or family use will be permanently banned from the Mutual.
- Washers and dryers are to be cleaned after every use. Only two washers and dryers may be used at a time.
- Washed items may not be hung on apartment patios.
- IMPORTANT! No items soiled with human waste may be placed in washers. Items with human waste must be thrown away in the trash bins by the carports and not disposed of in the Laundry Room.

### General Requirements:

- Caregivers must comply with all requirements set forth in the Governing Documents of the Mutual, including without limitation, all requirements set forth in the Qualifying Resident's Occupancy Agreement, the Bylaws, the Rules and Regulations and any Policies of the Mutual.
- Caregivers shall cease any disruptive noise between the hours of 10:00 p.m. to 8:00 a.m. This includes, without limitation, no loud radios, music or other sounds, or television.
- Caregivers shall always respect the right to peaceful possession of other Shareholders and Qualifying Residents in the Mutual.
- Caregivers may not bring family members, pets, or friends into Leisure World.
- Caregivers are not permitted to use the Mutual and/or GRF facilities for personal use.
- Caregivers must comply with and assist the Qualifying Resident they are providing care for to comply with all Mutual Governing Documents.
- Caregivers must comply with and assist their shareholder/employer with all Mutual policies.
- Caregivers must comply with all Leisure World traffic regulations.

### General Vehicle:

- Caregivers must provide a government-issued Photo I.D. (i.e. California Driver's License)

**Return this form to the Stock Transfer Office.**

If you require additional forms, contact Stock Transfer at (562) 431-6586, ext. 339, 346, 347, 348 or 400.

**Golden Rain Foundation Seal Beach, California**



# Permitted Health Care Resident (PHCR) Pass Application Full-Time Health Care Providers

Per Rules and Regulations

Valid Identification Card or Driver's License  
*Mutual 10 Permitted Health Care Resident **must** have a valid driver's license if driving a vehicle in Leisure World.*

Written Verification of Physician regarding Care Provided to Qualifying Resident  
*Mutual 10 Permitted Health Care Resident **must** present written verification from a physician, stating that live-in, long-term or terminal health care, and such care shall be substantial in nature and provide assistance with necessary daily activities or medical treatment, or both, is necessary for the Qualifying Resident. The written documentation must be on the physician's original letterhead and must be an original document. The requirement to obtain written verification from a physician does not apply to a Qualifying Resident that requires part-time care, and Form 50-1644-4A should be completed instead.*

Auto Insurance  
*Mutual 10 Permitted Health Care Resident **may** provide proof of current auto insurance.*

City of Seal Beach Business License  
*Mutual 10 **recommends** that a Permitted Health Care Resident hold a Seal Beach Business License.*

Mutual/Unit #: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Resident Name: \_\_\_\_\_

Permitted Health Care Resident's Name: \_\_\_\_\_

New Applicant:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Hospice care:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Full Time:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Evenings/Weekends:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Live-in care:	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Agency Employed:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Name of Agency:	_____	
Agency Telephone #:	(_____) _____	
Agency Address:	_____	

Family Member:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Relationship to Authorized Resident:	_____	

Self-Employed:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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*The undersigned acknowledges that the approval of a Permitted Health Care Resident Pass by the Mutual does not constitute approval of the Permitted Health Care Resident, nor does it represent any direct or indirect liability on behalf of the Mutual or the Golden Rain Foundation (GRF) for any actions by said Permitted Health Care Resident approved for a pass. **FURTHER: I, Permitted Health Care Resident, have read and received a copy of the Permitted Health Care Resident Disclosure and agree to wear the badge and pass at all times while in this Mutual community.***

\_\_\_\_\_  
Qualifying Resident Signature

\_\_\_\_\_  
Permitted Health Care Resident's Signature

**Must be renewed EVERY January and June.**

FOR STOCK TRANSFER OFFICE USE ONLY

Pass Expires: \_\_\_\_\_ Person Receiving Pass: \_\_\_\_\_  
Pass Issued By: \_\_\_\_\_

# Permitted Health Care Resident Pass Application Full-Time Health Care Providers

**Stock Transfer Office**

**Confidential Information**

**Permitted Health Care Resident's Information**

<u>First Name</u>	<u>Middle Initial</u>	<u>Last Name</u>
<u>Current Living Address</u>		Male <input type="checkbox"/> Female <input type="checkbox"/> Decline to State <input type="checkbox"/>
<u>Contact Telephone #</u>	<u>Cell Phone #</u>	

**Permitted Health Care Resident's Information**

Vehicle Year, Make & Model	
Vehicle Color	
Vehicle License No.	
Vehicle Insurance Company	Company: _____ Telephone: _____

# Permitted Health Care Resident Disclosure

## Full-Time Health Care Providers

### Licensing Requirements:

- Mutual recommends that all Permitted Health Care Residents have a valid business license, issued by the City of Seal Beach and/or work for an agency with a valid business license, issued by the City of Seal Beach.

### Permitted Health Care Resident Pass & Badge:

- Pass and Badge must be always worn by Full-Time Health Care Provider in clear sight.
- Pass must be renewed every (6) months.
- Pass and/or Badge shall not be transferred or lent to anyone.

### Use of Laundry Facilities:

- Permitted Health Care Residents must comply with all provisions set forth in Article 2, Section 2.8 – Health Care Providers (Caregivers) in Mutual 10 Rules and Regulations.
- Permitted Health Care Residents who do not live within the Qualifying Resident's Unit shall not use the washers and dryers for personal use and may only use laundry facilities for Qualifying Resident's laundry.
- Permitted Health Care Residents who do not live within the Qualifying Resident's Unit who use Mutual laundry facilities for their personal or family use will be permanently banned from the Mutual.
- Washers and dryers are to be cleaned after every use. Only two washers and dryers may be used at a time.
- Washed items may not be hung on apartment patios.
- **IMPORTANT!** No items soiled with human waste may be placed in washers. Items with human waste must be thrown away in the trash bins by the carports and not disposed of in the Laundry Room.

### General Requirements:

- Permitted Health Care Residents must comply with all requirements set forth in the Governing Documents of the Mutual, including without limitation, all requirements set forth in the Qualifying Resident's Occupancy Agreement, the Bylaws, the Rules and Regulations and any Policies of the Mutual.
  - There are limitations on the Permitted Health Care Resident's occupancy during a hospitalization or prolonged absence of the Qualifying Resident. Considerations may be made upon written request to the Mutual Ten Board if the Qualifying Resident will return within a period of time not to exceed an additional 90 days. California Civil Code § 51.3.
  - Permitted Health Care Residents is not entitled to continue occupancy, residency, or use of the dwelling unit upon the death of Qualifying Resident. California Civil Code § 51.3
- Permitted Health Care Residents shall cease any disruptive noise between the hours of 10:00 p.m. to 8:00 a.m. This includes, without limitation, no loud radios, music or other sounds, or television.
- Permitted Health Care Residents shall always respect the right to peaceful possession of other Shareholders and Qualifying Residents in the Mutual.
- Permitted Health Care Residents may not bring family members, pets, or friends into Leisure World.
- Permitted Health Care Residents are not permitted to use the Mutual and/or GRF facilities for personal use.
- Permitted Health Care Residents must comply with and assist the Qualifying Resident they are providing care for to comply with all Mutual policies.
- Permitted Health Care Residents must comply with all Leisure World traffic regulations.

### General Vehicle:

- Permitted Health Care Residents must provide a government-issued Photo I.D. (i.e. California Driver's License)

**Return this form to the Stock Transfer Office.**

If you require additional forms, contact Stock Transfer at (562) 431-6586, ext. 339, 346, 347, 348 or 400.

**Golden Rain Foundation Seal Beach, California**

# Mutual Corporation No. Ten

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO AMEND THE NUMBERING OF MUTUAL 10 POLICIES TO PROCEDURES & FORMS (NEW BUISNESS, ITEM E)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move to amend the numbering of each of the following listed Mutual 10 Policies to use the format 10-7XXX-3 for Procedures and 10-7XXX-4 for Forms: 10-7010-3 – Merger of Mutuals, 10-7020-3- Approval of Escrows, 10-7021-3- Limitation of Stockholders, 10-7306-3 – Banking Resolution, 10-7401-3 – Licensed and Insured Contractors List, 10-7411-3 – New Plan Concepts and Changes, 10-7430-3 – Purchasing Service, 10-7440-3 – Communications, 10-7451-3 – Standardization Committee, 10-7452-3 – Equipment Standards, 10-7461-3 – Lateral Sewer Cleaning, 10-7490-3 – Standard Plans and Specifications – Remodeling, 10-7490-3 – Inspection Service – Building Alterations, 10-7492-3 – Padmount Transformers, 10-7502-3 – Carport Regulations, 10-7509-3 – Acceptability of Individual for Stock Ownership, 10-7540-3 – Nonresident Co-owner, 10-7545-3 – Nonresident Co-owner Inheriting Share, 10-7545-3 – Procedure for Shareholder Change...No Escrow Involved, 10-7550-3 – Dual Ownership, 10-7581-3 – Enforcement of Community Traffic Regulations, 10-7610-3 – Operating Service, 10-7621-3 – Replacement Reserve – Resolution, 10-7622-3 – Replacement Reserve – Information and Use, 10-7711-3 – Stock and Membership Transfers Outside Escrow, 10-7712-3 – Stock and Membership Transfers Affected by Escrow, 10-7910-3 – Regulatory Agreement. 10-7405-4 Flooring and Floor Covering Permits, and 10-7572-4 Flagpole Resolution. No 28-day posting needed due to renumbering and no verbiage change to procedures.

# Mutual Corporation No. Ten

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO RESCIND POLICIES.  
(NEW BUISNESS, ITEM F)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

I move to propose the following rule change by rescinding 7170- Parcel Representation, 7210.10- Elections, 7211- Proxy Form , 7320 - Patronage Refunds, 7401 - Contractor License, 7402 Working Hours- Contractors, 7403 - Building Alterations or Additions, 7403.2 Installation of Bathtubs, 7403.4.8- Skylights for Bathrooms or Kitchens, 7403.7 Ceiling Fans, 7403.8- Building Permit Signatures, 7404 - Notification of Remodeling, 7407.10 Washers and Dryers in Units, 7409- Rabbit Control Resolution, 7413.10 - Walk-in Therapeutic/Jacuzzi-Type Bathtubs, 7425.10 - Garden Areas, Trees, Shrubs, 7426.10 - Smart Burners, 7427.G - Barbeques- Usage and General Safety Precautions, 7431 - Service Maintenance Requests, 7435.10 - Secondary Carport Cabinets, 7471.10 - Pest Control, 7490.1 - Standard Contract- Building Alterations, 7491.1 - Roof Leak Procedure, 7493- Patio Roof Covers, 7494 - Filled Concrete Block and Footings, 7494.1 - Liners for Decorative Block Walls, 7495 - Bay Windows, 7496.10 - Common Entry Walkways, 7499.10 - Air Conditioning/HVAC/Heat Pump Units, 7501 - Pet Policy, 7502.10 - Carport Regulations, 7502.10.1 - Parking Regulations, 7503 - Plumbing Stoppages, 7504.G - Lock Resolution, 7506 - Sidewalk Traffic Restriction, 7507.10 - Electric Cart Pad, 7508.10 - Patio/ Estate Sales, 10-7513-1 - Collection Rule, 7502.10.1 - Parking Regulations, 10-7537-1 - Shareholder Rules of Conduct, 10-7538-1 - Sign Regulations, 7545.1 - Inspection Fee, Inheriting Share of Stock, 7556 - Co-Occupant Not Allowed Immediate or Collateral Family, 7557.10 - Permitted Health Care Residents, 10-7560-1 - Leasing Rules and Regulations, 7572.10 - Flag Poles, 7575 - Laundry room Use, 7580- Traffic Control Regulations, 7582.10 - Towing Vehicles, 7708 - Listing Inspections, 7709.1 - Escape Tax Deposit, 10-7709.1-3 - Escape Tax Deposit, and 7731.G - Internal Dispute Resolution - IDR of the Rules and Regulations and approve 28-day posting of notice of the proposed rule change. The proposed rule change will be considered by the board at the next scheduled meeting following review of any shareholder comments received.

# *Mutual Corporation No. Ten*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO PROPOSE A RULE CHANGE BY ADOPTING  
CURRENT POLICIES INTO RULES AND REGULATIONS.  
(NEW BUISNESS, ITEM G)  
**DATE:** APRIL 24, 2024  
**CC:** MUTUAL FILE

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I move to propose a rule change by adopting current Policy 7403.5 – Skylights in Permanent Roof Extensions, 7491 – Roof Extensions, 705-10 – Maintenance Responsibility, 10-7554-3 Interview of Applicants, 7574.10 – Satellite Dish Installation, and 10-7585-1 Governing Document Compliance into the Rules and Regulations and no 28-day posting of notice is required due to no change in verbiage and only a change in rule format by adding existing policies into Rules and Regulations.