

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SEVEN
Wednesday, September 20, 2017
1:00 p.m.

1. SHAREHOLDER(S)' COMMENTS
 2. CALL TO ORDER / PLEDGE OF ALLEGIANCE
 3. ROLL CALL
 4. INTRODUCTION OF GUESTS AND STAFF:
Ms. Rapp, GRF Representative
Ms. Hopkins, Mutual Administration Director
Mr. Hurtado, Building Inspector
Ms. Day, Recording Secretary
 5. APPROVAL OF MINUTES: **Regular Meeting of August 16, 2017**
 6. CORRESPONDENCE Ms. Rettela
 7. BUILDING INSPECTOR'S REPORT (pages 2-3) Mr. Hurtado
 - a. Plans for Unit 163-G patio
 - b. AC&R Construction & Renovation
 8. ROOFING PROJECT UPDATE
 9. ASPHALT CARPORTS 181, 182, 85, 86, 87, 88, 89
 10. CHIEF FINANCIAL OFFICER'S REPORT Mrs. Fellows
 11. UNFINISHED BUSINESS Mrs. Rogers
 - a. Ratify amended/posted Policy 7510.07 – Eligibility Requirements (pages 4-5)
 - b. Ratify amended/posted Policy 7020.07 – Approval of Escrows (page 6)
 - c. Emergency Information / Schedule Special Meetings – Directors Planning
 12. NEW BUSINESS –
 - a. ID Cards Memo Mutual Presidents and ID Cards Sign Sheet (pages 7-8)
 - b. Guest Passes – Number of Additional Passes
 - c. LA Seismic Survey 2017 – Project Description Leisure World (page 9)
 - d. Discuss Policy 7510.07-PC - Eligibility Requirements (pages 10-11)
 - e. Discuss/adopt Policy 7495.07 – Bay Windows (page 12)
 - f. Discuss rescinding Policy 7020 – Approval of Escrows (page 13)
 - g. Landscape – resolution to ban and remove all Firestick plants
 - h. Yard and Patio Sale
- (STAFF BREAK (TIME TO BE DETERMINED BY PRESIDENT))**
13. MUTUAL ADMINISTRATION DIRECTOR'S REPORT Ms. Hopkins
 14. GRF REPRESENTATIVE'S COMMENTS Ms. Rapp
 15. DIRECTOR(S)' COMMENTS
 16. SHAREHOLDER(S)' COMMENTS
 17. ANNOUNCEMENTS
 18. ADJOURNMENT
 19. EXECUTIVE SESSION – (member issues)

STAFF WILL LEAVE THE MEETING BY 4:10 P.M.
NEXT MEETING: WEDNESDAY, October 18, 2017, at 1:00 p.m.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (07) SEVEN

INSPECTOR: George Hurtado

MUTUAL BOARD MEETING DATE: September 20, 2017

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
165L	remodel	yes	04/14/17	09/14/17	no		Kang Construction
166K	entry door, washer/dryer, cabs	yes	04/07/17	09/15/17	no		ACR Construction
153E	heat pump	yes	06/12/17	10/03/17	no		Greenwood
145F	remodel	yes	05/08/17	10/05/17	no		Kress
165F	countertop, shower	yes	06/19/17	10/15/17	no		Los Al Builders
162E	livingroom flooring	yes	07/07/17	08/17/17	no		Kary's Carpet
145J	windows, entry door, slider	yes	06/28/17	08/14/17	no		Bodies
145J	countertops, entrydoor	yes	06/28/17	08/10/17	no		Swenman
165H	solatube	yes	07/14/17	08/25/17	no		Brighter Concepts
155C	heat pump	yes	08/23/17	10/01/17	no		Alpine Air
172B	carpet	yes	09/11/17	10/18/17	no		Bixby
155C	windows	yes	09/05/17	10/15/17	no		Swenman
147A	heatpump	yes	08/28/17	10/07/17	no		Alpine
175I	windows, door	yes	08/28/17	10/12/17	no		Swenman
148B	walk in tub	yes	08/23/17	12/12/18	no		Buenos Construction
159A	ceramic tile	yes	08/24/17	10/04/17	no		Westby 4 homes
155C	laminat floor	yes	08/23/17	09/30/17	no		Karys carpet
166D	ADA shower	yes	07/27/17	09/11/17	no		NuKote
150E	heat pump	yes	07/12/17	08/22/17	no		Alpine

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
155C			08/04/17	08/08/17	08/18/17		
172B			08/04/17	08/08/17	08/23/17		
167I			08/22/17	08/18/17	08/30/17		
153C			09/01/17				
153A			08/30/17	09/01/17	09/14/17		
153E			08/25/17	09/05/17			
160A			09/08/17	09/13/17			

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

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (07) SEVEN

INSPECTOR: George Hurtado

MUTUAL BOARD MEETING DATE: **September 20, 2017**

CONTRACTS

CONTRACTOR	PROJECT
Fenn	termites and pests
Total Landscape	gardening
Empire Pipe	sewer cleaning
Innovative Cleaning Services	laundry rooms / partitions
So Cal Fire Protection	fire extinguishers
Jordan Roofing	Roofs (163,164,165)

SPECIAL PROJECTS

CONTRACTOR	PROJECT
Jordan Roofing	roofing - buildings 163,164,165

APARTMENT VISITS

Various

MUTUAL OPERATIONS

RESIDENT REGULATIONS

AMENDED DRAFT

Eligibility Requirements – Mutual Seven

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

- A. Apply for and be accepted as a member of the Golden Rain Foundation, Seal Beach, California.
- B. Meet the Mutual eligibility criteria as follows:
 1. Age

Minimum of 55 years, as confirmed by a birth certificate or passport. A driver's license is not acceptable as proof of age.
 2. Financial Ability
 - a. Verified monthly income that is at least four (4) times or greater the monthly carrying charge (Regular Assessment plus Property Tax and Fees) at the time of application, and have liquid assets of at least \$25,000. Verified monthly income/assets may be in the form of the past two years of:
 1. Tax returns;
 2. 1099s for interest and dividends;
 3. 1099-Rs for retirement income from qualified plans and annuities;
 4. SSA-1099 Social Security Benefit Statement;
 5. Brokerage statements and current interim statement.
 6. Six to twelve months of checking/savings account statements.
 - b. Adjusted Gross Income per 1040, 1040A, or 1040EZ; plus that portion of Social Security, IRA distributions, and pensions and annuities not included in adjusted gross income; plus tax exempt interest; minus income tax, Social Security, Medicare, and self-employment taxes paid; and minus Medicare medical insurance and prescription drug premiums; all divided by twelve (12) will equal net monthly income to be used in Paragraph 2.a. above.
 - c. Projected assessments will be the previous year's assessment (total of carrying charge less any cable charge, less Orange County Property Taxes and Fees), and the addition of the new property tax at 1.2% of the sales price plus Orange County District fees divided by twelve (12) for the new projected monthly assessment. This new figure (Regular Assessment plus Orange County Property Taxes and District Fees) times four (4) will be the monthly income required. This will be verified by the

(Sept 08)

MUTUAL OPERATIONS

RESIDENT REGULATIONS

AMENDED DRAFT

Eligibility Requirements – Mutual Seven

escrow company and the Stock Transfer Office. Stock Transfer shall have the final say in establishing verifiable income/assets.¹

Verification shall be done by the escrow company and the Stock Transfer Office prior to the new buyer interview and prior to the close of escrow (the above verification will not be done by the individual Mutual Director; Directors will not be required to study or understand the financial requirements).

- d. Only the resident shareholder's income shall be considered for qualifying.
- e. If moving within Leisure World, or if there are any additions/changes to the title, the proposed shareholder(s) must meet these eligibility requirements.

3. Health

Have reasonably good health for a person of his/her age, ~~as evidenced by a letter from his/her physician,~~ so that shareholder can take care of normal living needs without calling on other members of the cooperative for an undue amount of assistance.

~~4. Character~~

~~Have a reputation for good character in his/her present community.~~

- C. Assume, in writing, the obligations of the "Occupancy Agreement" in use by the Mutual Corporation.

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

MUTUAL ADOPTION

AMENDMENT DATES

SEVEN: 05-15-70 09-17-93, 09-19-08

¹ If major remodeling, expansion, or addition of a bathroom is being considered, the increase in taxes over the 1.2% of the purchase price must be taken into consideration.

MUTUAL OPERATIONS**AMENDED DRAFT**Approval of Escrows –

RESOLUTION:

WHEREAS, Article V, Section 2, of the bylaws vests power in the Board of Directors to accept or reject all applications for membership and admission to occupancy of a dwelling unit in the cooperative housing project, and

~~WHEREAS, a system utilizing questionnaires and a medical examination has been instituted to expedite determination that the potential buyer meets all established criteria, with the responsibility for operation of said system resting on paid employees of the Foundation and Health Care Center, and~~

WHEREAS, it is necessary that escrow papers be signed in a timely manner but calling special meetings of the Board to accept or reject each application in escrow would prove cumbersome,

NOW, THEREFORE BE IT RESOLVED, THAT

1. The President of this Corporation is appointed and empowered to act in behalf of the Board in signing various document in escrow that are necessary to accept or reject potential members of the Corporations.
2. Should the President be absent or otherwise unable to perform, then any officer of this Corporation shall be empowered to sign such papers on behalf of the Board.

MUTUAL
SEVEN

ADOPTIONS
11-17-72

AMENDMENTS



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

MEMO

TO: MUTUAL PRESIDENTS
FROM: MUTUAL ADMINISTRATION DEPARTMENT
SUBJECT: ID CARD REPLACEMENT PICK-UP
DATE: SEPTEMBER 13, 2017
CC:

The ID Card Replacement Project was completed on July 15, 2017.

What now? Next Step? Delivery of ID cards for homebound shareholders?

At the August 3, 2017 President's Council meeting a list with the remainder of ID cards that require distribution was provided to each Mutual President.

Each mutual should review the list and advise the shareholders accordingly to pick up their ID cards from the Stock Transfer Officer.

However, for shareholders that are unable to make it to the Stock Transfer Office the Mutual President can send a director to pick-up the ID cards and deliver it to the shareholder's home. The Mutual President must advise Stock Transfer Office prior to the assigned director picks up the ID cards.

The ID Card sign sheet will be used to track the Pick-up of ID Cards, Drop-off of ID Cards and the Return of ID Cards. This will allow staff and the mutual to keep an account of the ID's released to the Directors.

ID Cards that are returned will be shredded. In addition, ID cards belong to deceased shareholders will also be shredded once it has been confirmed that shareholder is deceased.

On or around September an updated list will be provided with ID's cards that still require pick-up.



ID CARD

Pick- up ID Cards			Drop-off ID Cards		Returned ID Cards	
Date	Name of Director	ID Card Mutual & Unit	Date Delivered	Signature of ID holder	Date	Stock Transfer Staff received



**Seismic Survey 2017
Leisure World
Project Description**

General Overview

Geologic mapping is a highly-interpretive, scientific process which produces a range of map products for many different uses. A key component in the construction of geologic maps is the acquisition of seismic data. Data created by this project will allow for scientific studies on the behavior of geological strata in the area. This data plays an important role in creating a clear picture of the subsurface. The density of sensors (nodes) will also allow us to look at the microseismicity on how deformation is taking place on a small-scale and how it changes with time.

This particular project, 'Seismic Survey 2017' is being performed over a larger area than any previous subsurface geological surveys in the LA Basin. The Survey Area will encompass a large portion of Long Beach, Seal Beach, Rossmoor, Los Alamitos and the Seal Beach Naval Weapons Station.

Breakthroughs in technology have revolutionized the analysis of the data to make this map the clearest picture ever made in this very important area of the LA Basin.

How is the Survey Performed?

Imaging of subsurface strata is accomplished by using state of the art technology to input acoustical energy into the ground by using specialized trucks and very sensitive passive wireless GPS listening devices called nodes. Nodes record the reflections of sound bouncing off layers of rock strata. The recorded data is downloaded and processed by highly-dimensional image of the earth's layers.

Small holes about 8 inches in diameter by 11 inches in depth are dug, in which the nodes are buried to record data; in fact, they cannot be seen at all during operations. The nodes are completely passive and emit no energy. They strictly record and store data. Upon project completion, the nodes are removed, and any disturbed areas will be restored to their previous condition or better. Survey trucks are used during this project to create a minor surface vibration which will emit acoustical energy into the ground. The energy levels are very similar to recycling trucks. Technicians monitor surface ground vibration levels with digital recording meters at every location. Survey trucks will be at any one location between 3 and 5 minutes.

Leisure World Request

LA Seismic is requesting permission from the Leisure World Master Association and the 16 Mutuels to place the nodes in Leisure World common areas. More detailed information will be presented by LA Seismic at the September 7, 2017 meeting

MUTUAL OPERATIONS

AMENDED DRAFT

RESIDENT REGULATIONS

Eligibility Requirements – Mutual Seven

All persons Any person or persons jointly seeking approval of the Board of Directors of Seal Beach Mutual No Seven to purchase a share of stock in the Mutual, and to reside in the Mutual, shall meet the following income eligibility criteria:

A. Apply for and be accepted as a member of the Golden Rain Foundation, Seal Beach, California.

B. Meet the Mutual eligibility criteria as follows:

1. Age

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

2. Financial Ability

a. Verified monthly income that is at least ~~(4) times~~ **4.5 times** or greater **than** the monthly carrying charge (Regular **GRF and Mutual** Assessment plus Property Taxes and Fees) at the time of application and have liquid assets of at least ~~\$25,000.~~ **\$50,000 over the purchase price.** Verified monthly income/assets can be verified by any combination of the following **and may be in the form of:**

1. Tax returns **for the past two years.**

2. 1099s for interest and dividends **for the past two years. (assets used to purchase unit will not be included in income calculations)**

3. 1099-Rs for retirement income from qualified plans and annuities **for the past two years.**

4. SSA-1099 Social Security Benefit Statements **for the past two years.**

5. Brokerage statements and current interim statement **for the past two years. (assets used to purchase unit will not be included in income calculations)**

6. **At least the most recent six to twelve month's worth** of checking/savings account statements **(assets used to purchase unit will not be included in income calculations).**

b. Adjusted Gross Income per 1040, 1040A, or 1040EZ; plus that portion of Social Security, IRA distributions, and pensions and annuities not included in adjusted gross income; plus tax exempt interest; **(assets used to purchase unit will not be included in income calculations)** minus income tax, Social Security, Medicare, and self-employment taxes paid; and minus Medicare, medical insurance and prescription

MUTUAL OPERATIONS**AMENDED DRAFT****RESIDENT REGULATIONS****Eligibility Requirements – Mutual Seven**

drug premiums; all divided by twelve (12) will equal net monthly income to be used in Paragraph 2.a. above.

c. Projected assessments will be the previous year's assessment (total of carrying charge less any cable charge, less Orange County Property Taxes and Fees), and the addition of the new property tax at 1.2% of the sales price plus Orange County District fees divided by twelve (12) for the new projected monthly assessment. This new figure (Regular Assessment plus Orange County Property Taxes and District Fees) times ~~four (4)~~ **4.5** will be the monthly income required. This will be verified by the escrow company and the Stock Transfer Office. Stock Transfer shall have the final say in establishing verifiable income/assets.

Verification shall be done by the Escrow Company and the Stock Transfer Office **for each proposed shareholder(s)** prior to the new buyer **interview orientation** and prior to the close of escrow (the above verification will not be done by the individual Mutual Directors; Directors will not be required to study or understand the financial requirements).

d. Only the resident shareholder's income shall be considered for qualifying.

e. If moving within Leisure World, or if there are any additions/changes to the title, the proposed shareholder(s) must meet these eligibility requirements.

3. Health

Have reasonably good health for a person of his/her age, as evidenced by a letter from his/her physician, so that shareholder can take care of normal living needs without calling on other members of the cooperative for an undue amount of **assistance (see individual Mutual requirements)**. Leisure World is not a skilled nursing home facility or an assisted living facility.

C. Assume, in writing, the obligations of the "Occupancy Agreement" in use by the Mutual Corporation.

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

MUTUAL ADOPTION**AMENDMENTS****SEVEN:** 05-15-70

09-17-93, 09-19-08

MUTUAL OPERATIONS**ADOPT DRAFT POLICY****PHYSICAL PROPERTY****Bay Windows – Mutual Seven**

All bay windows presently covered with T-111 plywood, distressed plywood, or wood siding, and any other wood product that complements the bay windows such as corbels and decorative trim, shall be removed and replaced with stucco when the bay window framing and covering are infested with termites. All repair expenses shall be a shareholder expense.

All remodels that include bay windows shall be constructed with stucco as the exterior final covering and shall be “bay to grade” construction. The final stucco covering shall also include weep screed one inch above the six-inch concrete apron. The window portion of the “bay to grade” window shall be one window with two side lights, or framed with three separate windows. The face of a bay window, whether on the long or short side of a building, shall not extend beyond the drip line. There shall be no shareholder construction or other shareholder encroachment in the area under the attic access. The expense of the entire remodel and the “bay to grade” construction shall be the responsibility of the shareholder.

Effective the date this policy is adopted, all remodels, bay windows, and/or exterior construction shall be constructed with Stucco. Hardiboard may be used as a covering on the inside of the patio in replacing existing T-111 or in constructing an outside closet on the patio. Hardiboard CANNOT be used in place of stucco on the exterior on remodels and expansions.

If Construction using Hardiboard is NOT Approved and Installation begins without Board approval, then it will be removed at Shareholder's expense.

MUTUAL ADOPTION

SEVEN:

(Draft created 09-14-17 cd))

Page 1 of 1

MUTUAL OPERATIONS**Approval of Escrows – All Mutuals Except Two, Five, Nine, and Ten**

RESOLUTION:

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MUTUAL ADOPTIONS

ONE	12-07-72	
TWO		(See Policy 7020.2)
THREE	11-20-72	
FOUR	12-04-72	
FIVE	11-15-72	(See Policy 7020.05) Dec 2016
SIX	12-08-72	
SEVEN	11-17-72	
EIGHT	11-27-72	
NINE		(See Policy 7020.9)
TEN	11-30-72	(See Policy 7020.2)
TWELVE	11-09-72	
ELEVEN	11-16-72	
FOURTEEN	11-10-72	
FIFTEEN	11-20-72	
SIXTEEN	12-14-72	

(Dec 16)