

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
March 28, 2015**

The Regular Meeting of the Board of Directors of Seal Beach Mutual Eight was called to order by President Fuqua at 1:30 p.m. on Monday, March 28, 2016, in the Administration Building Conference Room A.

SHAREHOLDER COMMENTS

Several shareholders made comments.

ROLL CALL

Present: President Fuqua, Vice President/CFO Berg,
Secretary Curtin, and Directors Fekjar and
Winslow, and Advisory Director Tupas

GRF

Representative: Steven McGuigan

Guests: Twenty Mutual Eight Shareholders

Staff: Mrs. Weller, Mutual Administration Director
Ms. Miller, GRF Director of Finance (2:01 p.m.)
Mr. Lukoff, GRF Representative, Mutual
Fourteen (1:44 p.m.)
Mr. Hurtado, Building Inspector
Ms. Day, Recording Secretary
Ms. Martin, Recording Secretary

President Fuqua welcomed staff and shareholders in attendance.

MINUTES

President Fuqua called for approval of the February 22, 2016, Regular Monthly Meeting minutes. A correction was noted on page 5: paragraph five should read: "...Board agreed to have sign-up sheets and the coin for refund available at the following Board of Directors Meeting." Upon a MOTION duly made by Secretary Curtin and seconded by Director Fekjar, it was

RESOLVED, To approve the February 22, 2016, Regular Monthly Meeting minutes, as corrected.

The MOTION passed.

BUILDING INSPECTOR'S REPORT

Inspector Hurtado reviewed his written report summary (attached). In addition, he discussed the dry rot and termite work and the roofing program.

Following questions from the Board, Inspector Hurtado left the meeting at 1:52 p.m.

NOMINATING COMMITTEE REPORT

President Fuqua read the names of the candidates for 2016/2017 Mutual Eight Board of Directors as follows: Ruth Berg, Incumbent; Ron Klein, Sr.; Kim Higgins; Dan Curtin, Incumbent; Camellia Thompson; and Richard Winslow, Incumbent.

GUEST SPEAKER – Ms. Miller

Ms. Miller reviewed the Financial Statements as of the year ending December 31, 2015, and proposed Independent Auditor's Report as submitted by NSBN LLP.

GUEST SPEAKER – Ms. Miller (continued)

Following a brief discussion, and upon a MOTION duly made by CFO Berg and seconded by Director Fekjar, it was

RESOLVED, That the Board of Directors of Seal Beach Mutual No. Eight, upon a presentation of the Financial Statements as of December 31, 2015, for the year then ended, and the proposed Independent Auditor's Report as submitted by NSBN LLP, hereby accepts the above mentioned Financial Statements and reports therein.

The MOTION passed.

Ms. Miller left the meeting at 2:35 p.m.

Recording Secretaries Day and Martin left on break at 2:35 p.m. to 2:52 p.m.

GUEST SPEAKER – Mr. Lukoff

Mr. Lukoff discussed the St. Andrews Drive proposal. He presented pictures and a report on the proposed street reconfiguration of St. Andrews Drive. He stated that this would be a single lane concept much like the reconfiguration of Golden Rain Road.

Mr. Lukoff left the meeting at 3:12 p.m.

President Fuqua called a break at 3:12 p.m. to 3:21 p.m.

MUTUAL ADMINISTRATION DIRECTOR'S REPORT

Mrs. Weller presented her report (as attached).

GRF REPRESENTATIVE'S REPORT

Mr. McGuigan reviewed his report (as attached).

PRESIDENT'S REPORT

President Fuqua discussed items presented at the March Presidents' Council concerning FireAvert, Superwire, appliance insurance policies, Blackout Buddy nightlight, and the Globe.

President Fuqua has installed a FireAvert in his unit for testing. Further testing will be done by Service Maintenance with the Fire Department's supervision, if needed.

He stated that six individuals will be running for a Board position.

VICE PRESIDENT/CFO'S REPORT

Vice President/CFO Berg reviewed her report (as attached). President Fuqua asked Vice President/CFO Berg to obtain the six-month recap report for SROs.

EMERGENCY PREPAREDNESS REPORT

Secretary Curtin discussed the new sheds placed at Carports 98 and 94. He stated the next step will be to make a budget for first aid supplies for the emergency sheds.

LANDSCAPE / GARDENING REPORT

Director Fekjar reported large quantities of sod were ordered and will be available in a few weeks for areas between Buildings 80 and 194. Weeds will also be treated. (See attached report.)

PHYSICAL PROPERTY REPORT

Director Winslow presented his report (as attached).

ANNOUNCEMENTS

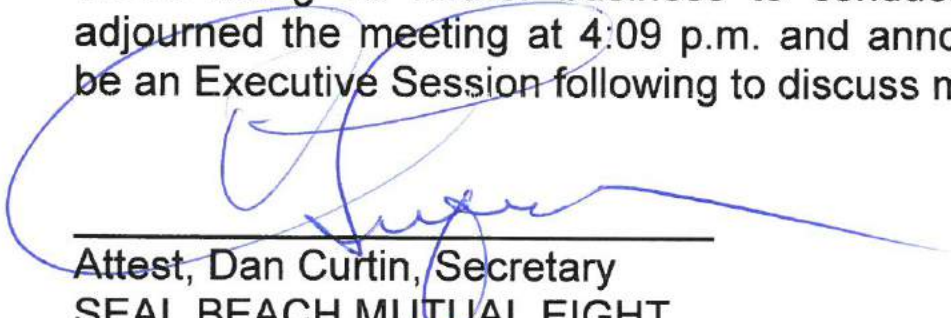
- FireAvert to be installed in Fuqua unit for testing.
- Annual Shareholders' Meeting and Election, May 23, 2016.

EXECUTIVE SESSION

Member issues were discussed in Executive Session.

ADJOURNMENT

There being no further business to conduct, President Fuqua adjourned the meeting at 4:09 p.m. and announced there would be an Executive Session following to discuss member issues.



Attest, Dan Curtin, Secretary
SEAL BEACH MUTUAL EIGHT
mm:04/03/16

Attachments

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

NEXT MEETING: APRIL 25, 2016

**BOARD OF DIRECTORS
MUTUAL EIGHT**

March 28, 2016

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING OF MARCH 28, 2016**

03/28/16 RESOLVED, That the Board of Directors of Seal Beach Mutual No. Eight, upon a presentation of the Financial Statements as of December 31, 2015, for the year then ended, and the proposed Independent Auditor's Report as submitted by NSBN LLP, hereby accepts the above mentioned Financial Statements and reports therein.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: 8

March 28, 2016

[illegible]

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: 8

MUTUAL BOARD MEETING DATE: March 28, 2016

[illegible]

FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: 8

MUTUAL BOARD MEETING DATE: March 28, 2016

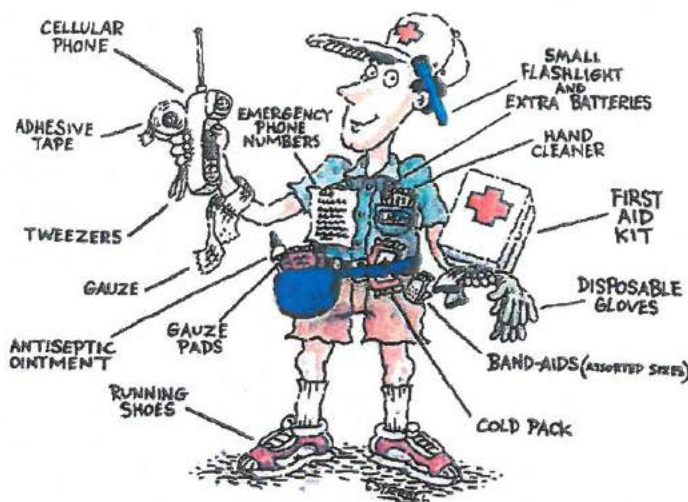
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Spring is coming in Our Hometown

The Mutual Administration Director's Report February, 2016

Emergency Preparedness



Are you ready? Safety Sam is!

1. Prepare a grab and go bag.
2. Have all your medications in the bag.
3. Have some canned food.
4. Emergency numbers.
5. Battery lights.
6. First aid kit.
7. **OXYGEN**- make sure you have a backup or a generator if needed. Your oxygen needs must be provided by you...the mutual cannot supply you with a generator to assist with your oxygen unit should the electricity be out.

California Drought

All greenbelt and lawn areas belong to the Mutual Corporation. The watering is done by way of sprinkler systems which are timed to be in compliance with the mandated water conservation established by the City of Seal Beach and the State of California. Please do not water the mutual greenbelts or lawns as that simple act may result in you being fined by the City of Seal Beach Inspectors during their rounds in the community.

Smoking



There's no butts about it!!! Smoking is bad for surrounding neighbors who must smell second hand smoke from a person smoking on their patio or on the sidewalk in front of a person's unit. Cigarette smoke can also travel between some units via the attic access. Please be mindful of others when you smoke. There are smokeless ashtrays and air purifiers which may lessen the effects of your second hand smoke to others.

Find a little smile – it is the best medicine



Mutual 8

GRF Board Representative

Steven McGuigan

Spring is in the air. The trees are putting leaves on, the days are staying light longer, and life is grand. There is, as usual, lots of things being worked on at the Golden Rain Foundation (GRF) level. The four committees I am on cover a lot of ground. Security Bus and Traffic Committee is working on making traffic safer and looking at improving the Bus system. The Recreation Committee is working on enhancing and improving the amenities available to the shareholder/members. The Information Technology Committee (ITS) is working on keeping the computer system safe, secure and up to date. The Physical Properties Committee (PPC) oversees service maintenance, oversees that all repairs and maintenance on streets, walls, buildings are done properly. There are five other committees, Finance, Publishing, Architecture Design Review, Mutual Administrative and the Executive. There are also two Ad Hoc Committees. Then there are numerous sub committees that have been appointed by the standing committees. All these Committees, sub committees and Ad Hoc committee meet at least once a month sometimes twice or more. After careful study and discussion the Standing Committees make recommendation to the GRF Board of Directors.

In my monthly reports I have always tried to bring attention to the most interesting items of what is going on. I don't go into every detail as it would take a lot of pages and a very long report. Every thing that goes to the GRF Board is recorded in the minutes and published in the LW News. All committee meetings are open to all shareholders. The GRF Board of Directors meetings are open to shareholders except for Executive sessions. Executive sessions are closed by statute as the areas that can be discussed are limited to contract formation, legal, and personnel. The meeting times and locations are posted in the LW News and I encourage everyone to attend.

To keep things in balance. I normally surf at a certain location at Bolsa Chica State Beach. The large waves we had has changed the sand bars and the waves have been terrible there lately. Made me question my surfing ability. I have looked at different locations to find better waves. Finally I have found a location at Bosa Chica that the sand bars are good and I have been surfing good waves again. Surfing sometimes imitates life as a whole. Embracing change can be a good thing.

As always, hang loose.

See attachments.

RECAP OF GOLDEN RAIN FOUNDATION BOARD ACTIVITY OF March 22, 2016

Approval of Minutes

MOVED and duly approved to accept the minutes of the February 23, 2016 Board of Directors meeting, as distributed.

MOVED and duly approved to accept the minutes of the March 7, 2016 Board of Directors study session, as distributed.

2016/2017 Appointment of Standing Committees

MOTION failed to appoint the following standing committees on or before July 1, 2016: Transportation/Fleet and Service Maintenance. Such appointments are conditional upon the GRF Board's approval of the Standing Committee Policy and approval or revisions to current standing committee policies where conflict may exist by the establishment of the Transportation/Fleet Committee and the Service Maintenance Committee.

5080-30, Master Plan of Golden Rain Foundation

MOTION to rescind Policy 5080-30, Master Plan of Golden Rain Foundation removed from agenda, pending further review.

February 2016 Financials for Audit

MOVED and duly accepted the February 2016 Financial statements for audit.

2015 Financials

MOVED and duly approved the final draft 2015 Golden Rain Foundation Financial Statements as of December 31, 2015, for the year then ended, and the proposed Independent Auditors' Report as submitted by NSBN LLP, hereby accepts the above mentioned Financial Statements and reports therein, reflecting excess income of \$364,007 to be allocated in its entirety to the Replacement Reserve Fund pursuant to Policy 5528-31 – Refund of Excess Income.

Reserves, Inflationary Rate

MOVED and duly approved to direct the Finance Committee the development of a Reserve Study Funding plan, set the inflationary rate at four percent (4%), and that such rate be reviewed on an annual basis for possible adjustment.

Percent Funding for Reserve Study

MOVED and duly approved direct the Finance Committee with the development of a Reserve Study Funding plan, achieving a seventy to eighty five percent (70-85%) funded, within five (5) to seven (7) years.

Reserve Study Institute Contract

MOVED and duly approved to accept the proposal from Reserve Study Institute for an updated reserve study, without site visit, for the 2017 fiscal year, for a total of \$5,490, to be charged against operating funds, and to authorize the President to sign the contract.

Lease for Video Producers Club

MOVED and duly approved to approve the Video Producers Club lease, for the period of one year, and authorize the President to sign the lease after the lease is signed by the Video Producers Club.

Lease for Golden Age Foundation

MOVED and duly approved to approve the Golden Age Foundation lease, for the period of one year, and authorize the President to sign the lease after the lease is signed by the Golden Age Foundation.

Technical Support

MOVED and duly approved to approve to re-allocate funds and accept Technijian's monthly service agreement for \$9,076.95, to be charged against the operating budget and authorize the President to sign the contract. A new GL account will be created to record IT outsourcing services.

Clubhouse Six Flooring

MOVED and duly approved to award a contract to Bixby Plaza Carpets & Flooring to replace the upstairs flooring at Clubhouse 6, Asset ID 0701, approx. 5,000 sq. ft., excluding the Exercise area, and to use the flooring approved by the ADRC, Johnson Navia LVT flooring, color Jet, for a cost not to exceed \$36,900, including a \$1,500 contingency, funds coming from the Reserves and authorize the President to sign the contract.

Community-wide Movement

MOVED and duly approved to award a contract to Urban Crossroads to develop a CAMUTCD (California Manual on Uniform Traffic Control Devices) Implementation Strategy for Leisure World Seal Beach and outline Policy Implementations; Signage, Pavement Markings; and Design Modifications needed to bring Leisure World into compliance, at a cost not to exceed \$7,040, funding through the Capital Account, and authorize the President to sign the contract.

Amend Policy 2811-36, Golden Rain News Coverage of Candidates Running for the GRF Board or Public Office.

MOVED and duly approved **TO** recommend the GRF Board of Directors amend Policy 2811-36, Golden Rain News Coverage of Candidates Running for the GRF Board or Public Office.

Cancellation of Janitorial Contract

MOVED and duly approved to approve the cancellation of the contract with Pegasus Building Services and authorize corporate counsel for the Golden Rain Foundation of Seal Beach to act as the Board's agent in this matter and implement all applicable actions.

Janitorial Services

MOVED and duly approved to approve the contract with Innovative Cleaning Services to provide Janitorial and Custodial services for three (3) years in the following amounts: Year 1- \$1,098,181 Annual, Year 2 - \$1,120,145 Annual, Year 3 - \$1,142,547 Annual, for a Three (3) year total of \$3,360,873 and to authorize the President to sign the contract is requested.

Approve Drug Enforcement Agency Drug Collection

MOVED and duly approved to recommend the GRF Board of Directors approve and allow the collection of prescription drugs by the DEA and provide two (2) security officers at the collection site (Main Gate, either the break room or an office).

The minutes of the Board meeting will be published in the *Golden Rain News* upon approval at the next Board meeting.



ADR COMMITTEE MEETING

SUMMARY REPORT

Monday, March 21, 2016

Action/Request	Person Responsible
1. Minutes – February 18, 2016	Approved
2. <u>Old Business – Onsite Sales Office/ Landscape & Planter Area Behind Administration Building</u> Physical Property Committee returned this item back to the ADRC at their meeting on March 2, 2016, to approve Hoskins + Hoskins' contract for landscape architectural services. After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Stone and passed with one abstain (Mr. Lukoff) and carried by Committee members present to approve landscape architectural services contract as presented by Hoskins + Hoskins in the amount of \$1,500.00, GL 6438000-ADR	Mark Weaver Chair Reed also requested to invite Hoskins + Hoskins to the next Work Study Session, which is scheduled for Monday, March 28, 2016, 10:00 am in the Administration Conference Room.
3. <u>Old Business – Logo, Design Modifications and Update.</u> Executive Director presented two samples from designer for the Committee to review. Executive Director to return to the ARD Committee with an update. It is the consensus of the Committee for a more stylized, simple design. It's okay to drop the seal, keep GRF and the sun.	Randy Ankeny
4. <u>Old Business – Christmas Decorations</u> Chair Reed formed a Christmas Decorations Sub Committee with the following members: Mary Greer (Chair), Paula Snowden, Kathy Rapp, Margie Doderio and Joy Reed	Deanna Bennett
5. <u>Old Business – Floor Patterns for Clubhouse 4</u> After discussion and review of floor patterns, Ms. Rapp MOTIONED, seconded by Mr. Lukoff and unanimously carried by Committee members present to select Option #1, with the removal of the square tiles, changing to a herringbone pattern with a border of the brick pattern from the Lobby around the perimeter, dividing the assembly halls into three sections.	Mark Weaver Pattern: Herringbone Flooring: TP065

Action/Request	Person Responsible
<p>6. Staff Reports</p> <p><u>Executive Director</u> reported he is looking for new chairs for the new Conference Room in Building 5. He will look into auditorium-style chairs and will bring a report to the Committee at the next scheduled meeting. He also reported the same carpet in the Administration Conference Room will be used for the new Conference Room in Building 5.</p> <p>Executive Director reported some modifications will need to be made to the stage area in Clubhouse 4. Will request input from the ADR Committee for the color of the handrails at a future meeting.</p>	<p>Randy Ankeny</p> <p>Mark Weaver</p>
<p><u>Facilities Director</u> reported the new sign for the Onsite Sales Office is in place and mentioned the request for an additional sign to be placed in front of the Onsite Sales Office.</p> <p>Ms. Rapp MOTIONED, seconded by Ms. Stone and unanimously carried by the Committee members present to approve the purchase of another "Onsite Sales Office" sign to be placed in front of the Onsite Sales Office, at a cost of approximately \$630.00.</p> <p>Facilities Director also reported that the vinyl fencing for the Onsite Sales Office comes in various colors and presented the Committee with an example that would coordinate with building.</p> <p>After a brief discussion, Ms. Stone MOTIONED, seconded by Mrs. Dodero and unanimously carried by the Committee members present to approve the color as shown by the Facilities Director.</p> <p>Facilities Director also reported the Astrolabe is still in need of painting the stars, zodiac signs and Roman numerals in gold.</p> <p>After a brief discussion, it is the consensus of the Committee for staff to seek out art student at local university to possibly paint those items on the Astrolabe.</p>	<p>Mark Weaver</p> <p>Mark Weaver</p> <p>Randy Ankeny</p>



EXECUTIVE COMMITTEE MEETING

SUMMARY REPORT

Friday, March 11, 2016

Action/Request	Person Responsible
1. UNFINISHED BUSINESS: Employee Handbook, Proposed Revision	The Committee MOVED to not revise the Employee Handbook.
2. NEW BUSINESS: Seek labor attorney opinion	The Committee MOVED to request the opinion of labor attorney Gregory Wolfson, pertaining to posting employee policies and the employee handbook on the Leisure World web site.
3. NEW BUSINESS: Job Description/Title Changes	The Committee MOVED to approve the title changes of the Mutual Administration Assistant Manager to Mutual Administration Assistant Director, the Recreation Supervisor to Recreation Manager, the Assistant Recreation Supervisor to Recreation Supervisor and the Accounting Supervisor to Finance Manager.
4. NEW BUSINESS: Employee Medical Deductible Fund	The Human Resources Director will contact the insurance broker to request the number of employee hospitalizations last year.
5. NEW BUSINESS: Employee Holiday Fund	The Executive Director will propose a plan of action at the April Committee meeting.
6. NEW BUSINESS: Emergency Planning Red Book	The Committee reached consensus to amend the Red Book, with changes to be sent to the Safety/Emergency Coordinator and to recommend the GRF BOD accept any amendments.
7. NEW BUSINESS: Amend Policy 5080-30, Master Plan of GRF	A motion will be made at the March GRF BOD meeting to add this policy amendment to the GRF BOD agenda.



FAR AD HOC COMMITTEE MEETING

SUMMARY REPORT

Monday, March 7, 2016

Action/Request	Person Responsible
1. UNFINISHED BUSINESS: Locker Assignments	Consensus of Committee to refer locker assignment wait lists to the Recreation Committee
2. UNFINISHED BUSINESS: Move of Hitting Cages to Clubhouse Two	Consensus of Committee to refer move of Hitting Cages to Clubhouse Two to the Recreation Committee
3. UNFINISHED BUSINESS: Clubhouse Five Update	The Executive Director will present rudimentary plans/recommendations for Clubhouse Five at the April FAR Ad Hoc Committee meeting
4. NEW BUSINESS: Conversion of 1.8 Acres to additional Mini-Farms	Consensus of Committee to refer conversion of 1.8 acres to additional mini-farms to the Recreation Committee
5. NEW BUSINESS: Pickle Ball Trial	The Recreation Department to include Pickle Ball numbers in the usage report



FINANCE COMMITTEE MEETING

SUMMARY REPORT

Tuesday, March 15, 2016

Request	Person Responsible/Action
1. February 16, 2016 minutes were approved as presented	Marisa McAuley to post the minutes to the Website
2. February 2016 were accepted and forwarded to GRF Board for acceptance.	Carolyn Miller – will send Deanna the action to be taken by the Board on the March 22 nd GRF Board meeting
3. Accept February 2015 Financial Statements	to approve the final draft 2015 Golden Rain Foundation Financial Statements as of December 31, 2015, for the year then ended, and the proposed Independent Auditors' Report as submitted by NSBN LLP, hereby accepts the above mentioned Financial Statements and reports therein (Exhibit A), reflecting excess income of \$364,007 to be allocated in its entirety to the Replacement Reserve Fund pursuant to Policy 5528-31 – Refund of Excess Income.
4. UNFINISHED BUSINESS: Review of Reserve Study – Percent Funding and Inflationary Rate.	Unanimously Suggest the GRF BOD use the percentage rate of 70% - 80% funded and achieve in 5-7 years. Unanimously recommend the GRF BOD set the Inflationary rate for the Reserve Study at 4%.
5. NEW BUSINESS: Approve RSI Proposal	To recommend the GRF BOD accept the proposal from RSI for an update (Reserve Study) without site visit for \$5,490 for the 2017 fiscal year.
6. NEW BUSINESS: Approve Video Producers Club Lease	Unanimously recommend the GRF BOD approve the proposed Video Producers Club Lease
7. NEW BUSINESS: Approve Golden Age Foundation Lease	To recommend the GRF BOD approve the proposed Golden Age Foundation Lease

8. NEW BUSINESS: Policy on Capital Purchases Variances	Consensus of Committee for Staff to draft Policy on Capital Purchases and Variances
9. NEW BUSINESS: Approve Non-Budgeted Funding – Assistant Service Maintenance Supervisor	Unanimously approved the funding from the Operational budget of the newly created position of the Assistance Service Maintenance Service Supervisor for an amount up to \$76,110 annually.
10. NEW BUSINESS: Approve Non-Budgeted Funding – Technijian Monthly Recurring Support Services	Unanimously recommended the GRF BOD approve to re-allocate funds and accept Technijian's monthly service agreement for \$9,076.95 per month, to be charged against the operating budget. A new GL account will be created to record IT outsourcing services.
11. NEW BUSINESS: Approve Capital Funds – Desk Chairs Physical Property Workstations	Unanimously approved the addition of 3 desk chairs to the Workstation project at a cost not to exceed \$650.00
12. NEW BUSINESS: Approve Reserve Funds – Floor Replacement Clubhouse Six (6)	Unanimously recommend the GRF BOD award a contract to Bixby Plaza Carpets & Flooring to replace the upstairs flooring at Clubhouse 6, Asset ID 0701, approx. 5,000 sq. ft., excluding the Exercise area, and to use the flooring approved by the ADRC, Johnson Navia LVT flooring, color Jet, for a cost not to exceed \$36,900, including a \$1,500 contingency, funds coming from the Reserves and authorize the President to sign the contract.
13. NEW BUSINESS: Approve Community Wide Movement Study	Unanimously recommend the GRF BOD award a contract to Urban Crossroads to develop a CAMUTCD (California Manual on Uniform Traffic Control Devices) Implementation Strategy for Leisure World Seal Beach and outline Policy Implementations; Signage, Pavement Markings; and Design Modifications needed to bring Leisure World into compliance, at a cost not to exceed \$7,040, funding through the Capital Account, and authorize the President to sign the contract.
14. NEW BUSINESS: Approve Capital Funds – Two Paychex Time Clocks	Unanimously approved the funding to purchase two Paychex Time Clocks with annual agreements at a cost not to exceed \$5,520.00 from the Capital Fund Budget of Cost Center 37, Security.

15. Investments

Unanimously approved adding \$500,000 to the investment ladder to invest in a 53-week CDAR at 5%



SPECIAL FINANCE COMMITTEE MEETING

SUMMARY REPORT

Thursday, March 17, 2016

Action/Request	Person Responsible
<p>The Committee members heard presentations on investment options from the following Companies:</p> <ul style="list-style-type: none">• Merrill Lynch• US Bancorp (A Division of US Bank)• BNY Mellon• First Foundation Bank• Charles Schwab	



ITS COMMITTEE MEETING

SUMMARY REPORT

Monday, March 8, 2016

Action/Request	Person Responsible
1. CHAIR'S ANNOUNCEMENTS	It was the consensus of the Committee members to start next month's meeting at 9:30 a.m.
2. UNFINISHED BUSINESS: Monthly Maintenance Contract	Daniel Fabian - TO recommend the GRF BOD approve to re-allocate funds and accept Technijian's monthly service agreement for \$9,076.95 per month, to be charged against the operating budget. A new GL account will be created to record contracted IT services.
3. UNFINISHED BUSINESS: PROJECT MANAGER SOFTWARE	Daniel Fabian - TO approve the Wrike Professional project management software with 10 users. The first implementation will start in the Physical Properties Department.
4. NEW BUSINESS: Domain Name Renewals	It was the consensus of the Committee members to renew the 14 domains in the amount of \$560.00 per year.



MUTUAL ADMINISTRATION COMMITTEE MEETING

SUMMARY REPORT

Tuesday, March 8, 2016

Action/Request	Person Responsible
1. UNFINISHED BUSINESS: Fee Schedule for Stock Transfer/Attorney Services – Update; possible Addition of Deposit to Ensure Return of Member ID Card	The Executive Director will refer to corporate counsel.
2. NEW BUSINESS: Method of Registration of Caregiver Agencies; Qualifications for Registration	Qualifications to register caregiver agencies are under further review by the Mutual Administration Committee.
3. NEW BUSINESS: Amend Policy 5536.1-33, Guest Passes	TO recommend to the GRF BOD amendment of Policy 5536.1-33, Guest Passes, upon final amendment at the April Mutual Administration Committee meeting.



PHYSICAL PROPERTY COMMITTEE

SUMMARY REPORT

Wednesday, March 2, 2016

Action/Request	Person Responsible
1. Minutes from January 6, 2016	Approved
2. Correspondence a. Disposal of Light Bulbs	Mark Weaver to look into designating another accessible location for disposal of light bulbs
3. Old Business – Perimeter Wall, Section A • Mr. Moore MOTIONED, seconded by Mr. McGuigan and unanimously carried with Ms. Greer absent – TO recommend the Board approve the selection of Spectrum Care for this project, which include areas A & R. Cost is not to exceed \$33,000.	Mark Weaver
4. Old Business – Perimeter Wall, Section B • Ms. Stone MOTIONED, seconded by Mrs. Damoci and unanimously carried with Ms. Greer absent – TO proceed with the replacement of Wall Section B and exclude the section of the wall where consent has not been provided.	Randy Ankeny
5. Old Business – Perimeter Wall Section J & K • Mr. McGuigan MOTIONED, seconded by Mr. Moore to postpone this item indefinitely. Vote: 3 – Yeas / 3 – Nays. Item tabled.	Mark Weaver / Randy Ankeny
6. Old Business – Perimeter Wall Section L & M • Mrs. Damoci MOTIONED, seconded by Ms. Stone and unanimously carried with Ms. Greer absent – TO direct staff to issue a change order to Wall Section A and go right into Wall L & M. Committee seeks approval of the Board.	Mark Weaver
7. Old Business – Amphitheater Seating • Staff to provide update at future meeting.	David Rudge



PHYSICAL PROPERTY COMMITTEE

SUMMARY REPORT

Wednesday, March 2, 2016

Action/Request	Person Responsible
8. Old Business – Sales Office Bike Parking <ul style="list-style-type: none">Committee would like to add plants in front of the vinyl wall. Staff to forward to ADRC for selection of plants	Mark Weaver / Joy Reed
9. Old Business – Floor Replacement CH6 <ul style="list-style-type: none">Ms. Snowden MOTIONED, seconded by Mrs. Damoci and unanimously carried with Ms. Greer Absent – TO request Finance Committee and Board approval to select Bixby Plaza Carpets & Flooring to replace the upstairs flooring, Asset ID #0701 (approx. 5000 sf), excluding the Exercising area, and use the flooring approved by the ADRC – Johnson Navia LVT flooring, Color – Jet.	Mark Weaver
10. Old Business – Movement Study <ul style="list-style-type: none">Mr. Moore MOTIONED, seconded by Mr. McGuigan, and unanimously carried with Ms. Greer absent TO – request Finance Committee and Board to approve Urban Crossroads' proposal to prepare the "Leisure World Seal Beach CAMUTCD Implementation Study."	Mark Weaver / David Rudge
11. Old Business – Donation of Bus Shelter <ul style="list-style-type: none">Mrs. Damoci MOTIONED, seconded by Ms. Stone, carried with one NO vote (McGuigan) and Ms. Greer being absent – TO accept donation of bus bench donated by Mutual Fourteen, which will be included as Trust property.	Mark Weaver
12. Old Business – Paving Project <ul style="list-style-type: none">Staff provided update and reported he will be opening sealed bids at next Committee meeting.	Mark Weaver



PHYSICAL PROPERTY COMMITTEE

SUMMARY REPORT

Wednesday, March 2, 2016

Action/Request	Person Responsible
<p>13. New Business – Landscape Architectural Services</p> <ul style="list-style-type: none">Mr. Moore MOTIONED, seconded by Mrs. Damoci and unanimously carried with Ms. Greer absent – TO forward item back to the ADRC for the approval of contract from Hoskins + Hoskins for this project, which will be paid for by ADRC's budget.	Mark Weaver / Joy Reed
<p>14. New Business – Tree Trimming Bids</p> <ul style="list-style-type: none">Ms. Stone MOTIONED, seconded by Mr. McGuigan and unanimously carried with Ms. Greer absent TO request Board approval for the selection of Peterson Tree Works for the Tree Trimming Contract. This is to be forwarded to the Board.	Mark Weaver



PUBLICATIONS COMMITTEE MEETING

PUBLICATIONS COMMITTEE SUMMARY REPORT

Thursday, March 10, 2016

Action/Request	Person Responsible
1. CORRESPONDENCE: 2 letter received	#1 – consensus of Committee to publish in News #2 – add to Amphitheater Spotlight & publish article in News
2. UNFINISHED BUSINESS: Recommendation to Architectural Design & Review Committee – Newspaper Stands	MOTION to forward to ADRC replacement exterior and internal mailboxes, for review, with appropriate budgetary guidelines
3. NEW BUSINESS: Seal Beach Crime Report for Publication in the News	MOTION to post Seal Beach Crime Report on the Leisure World web site
4. NEW BUSINESS: Policy 2811-36, News Coverage of Candidates Running for Public Office, under the purview of the Publications Committee.	MOTION to recommend to the GRF Board of Directors amendment of Policy 2811-36, News Coverage of Candidates Running for Public Office.



RECREATION COMMITTEE MEETING

SUMMARY REPORT

Monday, March 14, 2016

Action/Request	Person Responsible
1. Minutes – February 8, 2016	Approved as presented.
2. Correspondence: a. Stove in CH2 – Recreation Manager working on cost for replacement of stove. Will present at next meeting. Until then, using stove from other clubhouse.	Terry De Leon
3. Old Business: Tree Decorations – after discussion, Chair Hood MOTIONED, seconded by Ms. Rapp to propose \$20,000 be awarded to the ADR Committee to obtain Christmas/ Holiday Decorations for 2016. Vote: 4 – Yeas and 3 – Nays. Motion passed.	Terry De Leon / Joy Reed
4. Old Business: Locker Assignment – after a brief discussion, Executive Director asked permission of the Committee to allow staff to develop a policy and other details, including an appropriate amount for the annual deposit and present it to the Board. Staff to bring item back at a future meeting.	Randy Ankeny / Tommy Fileto
5. New Business – Girl Scouts Cookie Sales – Mr. Lukoff MOTIONED and seconded by Ms. Rapp to request a variance to allow the Girls Scouts to sell cookies in our Community. After further discussion, Executive Director requested more time on this matter to allow staff to work out details and logistics. Motion was unanimously voted down.	Randy Ankeny / Terry De Leon
6. New Business – Bocce Ball. As an informational item only, Executive Director briefly discussed activity in our community. No action taken.	Randy Ankeny / Terry De Leon

Action/Request	Person Responsible
7. New Business – Golf Hitting Cages. Recreation Manager reported this item is continuance from the movement of the Video Producer's Club. Working on providing FAR with additional quotes. Will bring back to the Committee in April. No action taken.	Terry De Leon
8. New Business – Mini-Farm Conversion. Recreation Manager provided update. Will provide Committee of cost at future meeting. No action taken.	Terry De Leon
9. Policies – Smoking. The Smoking Sub Committee presented revision to Policy 1412.2-50, which was drafted on 02/29/16. No action or recommendation made by Committee.	Smoking Sub Committee / Terry De Leon
10. Pickle Ball Sub Committee – Ms. Rapp MOTIONED, seconded by Mr. Pratt and unanimously carried – TO forward to the Physical Property Committee to explore the possibility of converting Clubhouse 2 area (former lawn bowling area) to be used for Pickle Ball Courts.	Terry De Leon / Mark Weaver
11. Amphitheater Seat Cushions – Recreation Supervisor presented the concept of selling seat cushions for the Amphitheater. Ms. Rapp MOTIONED, seconded by Mrs. Perrotti and unanimously carried to approve the concept of developing a seat cushions, which is to be sold at the Amphitheater.	Tommy Fileto
12. Mis-use of Clubhouse by card clubs. After discussion, it is the consensus of the Committee to suspend the four card clubs mentioned by Recreation Manager for 60 days for abuse of staff and system in place.	Terry De Leon
13. Donation to the Library – Library Supervisor presented a donation in the amount of \$200, which was donated to the Library. Ms. Rapp MOTIONED, seconded by Mrs. Reed and unanimously carried to receive donation from shareholder. Name to be provided by Library Supervisor.	Vanessa Morris / Terry De Leon



SECURITY, BUS, AND TRANSPORTATION COMMITTEE MEETING

SUMMARY REPORT

Wednesday, March 9, 2016

Action/Request	Person Responsible
1. NEW BUSINESS: Replacement of Generator (Reserves) at the Main Gate	Jaime and Grant – Quotes will be presented at the April meeting to replace the generator at the Main Gate.
2. NEW BUSINESS: Approve Two Paychex Time Clocks	Jaime – To recommend the Finance Committee approve the funding of two Paychex Timeclocks not to exceed \$5,545.
3. NEW BUSINESS: Drug Enforcement Agency (DEA)– Drug Collection	Jaime – To recommend the GRF BOD approve and allow the collection on prescription drugs by the DEA and to have two Security Officers on-site. Management is to determine the location.
4. UNFINISHED BUSINESS: Enforcement of Red Curbs.	The Security Chief provided an update on the enforcement of red curbs, which will start on March 24 th . An article has been published in the newspaper and electronic boards are being used to alert the shareholders.
5. UNFINISHED BUSINESS: POLICY 1927-37- Parking	Jaime - TO recommend the GRF BOD adopt Policy 1927-37, Parking as amended with a 30 day posting
6. UNFINISHED BUSINESS: POLICY 1926-37, Traffic	Jaime – TO recommend the GRF BOD adopt Policy 1926-37
7. Purchase of New Repeater for Chanel 4	Jaime –The Security Chief will provide quotes at the April meeting.
8. Transportation Sub-Committee	Grant – To postpone the proposed bus route until the meeting in April. The Fleet Manger will bring projected cost.

Financial Officer/Vice President's Report
March 28, 2016

Mr. President, Directors, members, and Guests.

For the month ending February 29, 2016, we had expenditures of 109,356 of 112,673 budgeted. 3,317 less than budgeted was spent.

Areas over budget include Landscape Extras and Structural Repairs. Service Maintenance Replacements were paid from the Reserves. As expected, Property and Liability Insurance were over budgeted. However, on March 15, the second installment of the Mutual Property Tax was paid electronically and recorded appropriately. Year-to-date expenses were 216,841 – 8,505 less than budgeted.

The income for the month was 112,705 of a budgeted 112,675 or 30 less than hoped for. Tax exempt interest income was slightly less as was income from the laundry machines. Year-to-date income is 1,658 under budget.

Total Stockholders' Equity and Liabilities of Mutual 8 amount to 3,972,721 with 1,862,218 in Restricted Reserves.

Investment activity shows that the market value of our investments plus our accrued income with BNY Mellon is 1,258,158. Income earned this month and year-to-date amounted to 9,912.50. No Bonds matured and no new bonds were purchased.

In addition, we have 106,080 with Mellon in cash and cash equivalents.

Along with others, I did meet with Mr. Erez Kabake, our BNY Portfolio manager related to our investment strategies. He will come and speak to the Mutual meeting when we can arrange a time. He has investigated the market and has found some bonds with a lower premium rate that we might be interested in buying. These Bonds still bring a favorable return on investments.

As before, Mutual 8 continues to be financially stable and healthy. Our investments follow legal guidelines. However, as also advised, in

today's market, we do continue to exercise caution and prudence in how we spend our money.

That concludes my report. Please call or email me should you have any concerns or comments.

I was asked to do a short update about our Reserve Study. However, much of the information I have is related to the fiscal side of the project. My recommendation is that we ask the Reserve Specialist to come to a session with us to bring us up to date on the recommendations. There are a couple of things that it is important to know.

First, Mutual 8 has always (as long as I've been here) practiced preventative maintenance of our buildings. Yearly, Physical Properties has inspected the roofs, the sewers have scoped and flushed, and the sidewalks have been inspected. All repairs are done in a timely manner. In spite of this, it was recommended by Physical Properties and the GRF CEO and Comptroller that a formal study be conducted with trained personnel. Several sources were investigated and Sean Anderson of Association Reserves was chosen. He met with the Board to discuss the process.

Second, on June 22, 2015 the Board vote and directed the President to sign a contract for the study. Richard Winslow, our physical properties board member and George Hutado, our GRF Physical Properties Inspector were to work with Association Reserves for the technical part of the project. The study would include an onsite assessment every 3 years with off-site assessments in between. The study occurred on or about July 25, 2015 and cost 1,900.00. The second phase will be in 2017.

All Board members received a copy of the report. The executive findings are attached.

Ruth G. Mullins Berg, PhD, RN, CPNP

562-936-1274; rgmullins@sprintmail.com

Financial Overview
Income

Month (February 29, 2016)

This Month

Year-to-date

Total current income & contributions to capital

(Including Regular Assessment, Reserve Funding, Service Income, Interest income)

Actual
112,705

Budget
112,675

Actual
223,693

Budget
225,350

Variance: 30

Variance: (1,657)

Excess income after off-budget items:

Expenses

(Including Trust Maintenance, Utilities, Professional
Fees, outside services, Taxes, Insurance, Contribution to Reserves, Depreciation)

Actual
109,356

Budget
112,673

Actual
216,841

Budget
225,346

Variance: 3,317

Variance: 8,505

Annual unused budget: 1,135,283

Restricted Reserves

Appliance Reserve: 21,771.56

Painting Reserve: 82,830.62

Roofing Reserve: 1,569,762.33 **Total: 1,862,218.68**

Emergency Reserve: 60,707.37

Infrastructure Reserve: 127,146.80

Total Stockholders' Equity & Liabilities

3,972,721.60

Investment Account Activity

Market value: + Accrued income

1,258,158.94

Income This Period: 6,162.50

Year-to-date: 9,912.50

Estimated annual income: 53,619.36

Bond matured 0

Bond Purchased 0

1008 Seal Beach Mutual No. Eight
Financial Statement Recap
02/29/2016

Page: 1

P.O. Box 2069
Seal Beach CA 90740

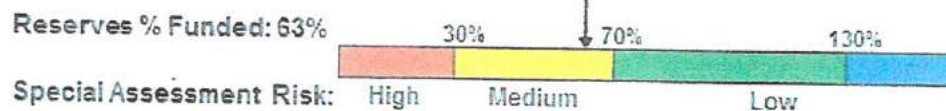
Feb Actual	Feb Budget		2016 Y-T-D Actual	2016 Y-T-D Budget
80,973	80,973	Carrying Charges	161,945	161,946
26,699	26,698	Reserve Funding	53,397	53,396
107,671	107,671	Total Regular Assessments	215,342	215,342
813	1,500	Service Income	1,710	3,000
1,228	1,507	Financial Income	2,457	3,014
2,992	1,997	Other Income	4,183	3,994
5,034	5,004	Total Other Income	8,350	10,008
112,705	112,675	Total Mutual Income	223,693	225,350
50,164	50,164	GRF Trust Maintenance Fee	100,328	100,328
4,779	8,613	Utilities	10,828	17,226
609	1,124	Professional Fees	1,220	2,248
18,336	18,763	Outside Services	33,529	37,526
8,769	7,311	Taxes & Insurance	17,539	14,622
26,699	26,698	Contributions to Reserves	53,397	53,396
109,356	112,673	Total Expenses Before Off-Budget	216,841	225,346
3,349	2	Excess Inc/(Exp) Before Off-Budget	6,851	4
148	0	Depreciation Expense	296	0
3,201	2	Excess Inc/(Exp) After Off-Budget	6,555	4
		Restricted Reserves		
1,789	0	Appliance Reserve Equity	21,772	0
1,800	0	Painting Reserve	82,831	0
4,083	0	Roofing Reserve	1,569,762	0
7,596	0	Emergency Reserve Equity	60,707	0
7,117	0	Infrastructure Reserve	127,147	0
22,385	0	Total Restricted Reserves	1,862,219	0

Executive Summary

Association: Leisure World SB Mutual 8 **#:** 29248-0
Location: Seal Beach, CA **# of Units:** 348
Report Period: January 1, 2016 through December 31, 2016

Findings/Recommendations as-of 1/1/2016:

Projected Starting Reserve Balance:	\$1,786,161
Current Fully Funded Reserve Balance:	\$2,823,790
Average Reserve Deficit (Surplus) Per Unit:.....	\$2,982
Recommended 2014 Monthly "Full Funding" Contributions:.....	\$25,000
Alternate minimum contribs* to keep Reserves above \$0:.....	\$19,000
Recommended 2014 Special Assessment for Reserves:	\$0
Most Recent Budgeted Reserve Contribution Rate:	\$24,106



Economic Assumptions:

Net Annual "After Tax" Interest Earnings Accruing to Reserves..... 1.00%
Annual Inflation Rate 3.00%

- This is a "Full" Reserve Study (original, created "from scratch"), and is based on our site inspection on August 18, 2015. It was prepared by a credentialed Reserve Specialist (RS).
- Because your Reserve Fund is just below the 70% funded level at 63% Funded, this means the association's special assessment & deferred maintenance risk is currently medium. The objective of your multi-year Funding Plan is to Fully Fund your Reserves, where associations enjoy a low risk of such Reserve cash flow problems.
- Based on this starting point, your anticipated future expenses, and your historical Reserve contribution rate, our recommendation is to increase your Reserve contributions to \$25,000.

*officially called "Baseline Funding"

Table 1: Executive Summary

29248-0

#	Component	Useful Life (yrs)	Rem. Useful Life (yrs)	Current Cost Estimate
104	Concrete - Repair	2	1	\$25,000
321	Pole Lights - Replace	30	10	\$171,000
324	Laundry Wall Lights - Replace	20	5	\$5,900
501	Trash Area Block Wall - Repair	20	15	\$24,500
517	Bumper Rails - Replace/Repair	20	10	\$16,650
720	Meter Cabinet Doors - Replace	15	5	\$13,300
720	Small Utility Doors - Replace	15	5	\$10,000
720	WH & Laundry Doors - Replace	15	5	\$4,000
808	BLDG 179 Water Heater - Replace	10	0	\$2,200
808	BLDG 182 Water Heater - Replace	10	7	\$2,200
808	BLDG 188 Water Heater - Replace	10	6	\$2,200
808	BLDG 191 Water Heater - Replace	10	8	\$2,200
808	BLDG 195 Water Heater - Replace	10	1	\$2,200
808	BLDG 196 Water Heater - Replace	10	0	\$2,200
808	BLDG 200 Water Heater - Replace	10	0	\$2,200
808	BLDG 204 Water Heater - Replace	10	0	\$2,200
901	Appliance - Replace	1	0	\$42,000
913	Laundry Sinks - Replace	25	0	\$5,600
1003	Irrigation Controllers - Replace	12	9	\$20,800
1010	Landscape - Refurbish	6	5	\$25,000
1110	Interior Surfaces - Repaint	10	9	\$9,200
1113	Pole Lights - Repaint	5	4	\$9,200
1115	Res. Bldg Stucco - Repaint	10	5	\$137,000
1116	Res Bldgs Wood Surfaces - Repaint	5	0	\$60,000
1117	Carports - Repaint	10	0	\$94,300
1132	Wood Surfaces - Repair	5	0	\$20,000
1140	Attic Screens - Replace	30	5	\$7,500
1303	High Pitch Roof (2023) - Replace	30	7	\$86,100
1303	High Pitch Roof (2026) - Replace	30	10	\$246,300
1303	High Pitch Roof (2028) - Replace	30	12	\$258,200
1303	Low Pitch Roof (2018) - Replace	28	2	\$545,000
1303	Low Pitch Roof (2019) - Replace	28	3	\$616,700
1303	Low Pitch Roof (2020) - Replace	28	4	\$553,400
1305	Carport Roofs (2022) - Replace	28	6	\$245,800
1305	Carport Roofs (2024) - Replace	28	8	\$82,000
1307	Laundry Room Roofs (2026) - Replace	28	10	\$17,700
1310	Gutters/Downspouts (2018) - Replace	30	2	\$28,700
1310	Gutters/Downspouts (2019) - Replace	30	3	\$32,800
1310	Gutters/Downspouts (2020) - Replace	30	14	\$28,700
1310	Gutters/Downspouts (2023) - Replace	30	7	\$4,100
1310	Gutters/Downspouts (2026) - Replace	30	10	\$12,300
1310	Gutters/Downspouts (2028) - Replace	30	12	\$12,300
1310	Laundry Gutters/Downspouts - Replac	30	10	\$10,250
1407	Bldg & Carport Signage - Replace	18	5	\$8,800
1806	Solar Inverters - Replace	10	4	\$42,300
1806	Solar Systems - Replace	50	40	\$150,000
1810	Storage Sheds - Replace	20	15	\$2,100
47	Total Funded Components			

Note 1: a Useful Life of "N/A" means a one-time expense, not expected to repeat.
Note 2: Yellow highlighted line items are expected to require attention in the initial year,
green highlighted items are expected to occur within the first five years.

Physical Property Report by Richard Winslow- March 2016

Maintenance: Looking for patterns of maintenance problems with the drain system, plumbing repairs for "Building Stoppage" have been reviewed for the past 12 months with the assistance of GRFs' Information Tech. Office. Excluding sink and toilet blockages, Building 179 had 3 repairs for stoppages, Building 185, 195 and 203 had 2 repairs; 7 buildings had 1 stoppage each. I will keep an eye on Building 179, but the rest look pretty good.

I am advised that the interior of the *attic* of building 190 was inspected in Feb. 2016(as opposed to the exterior shingles) and that two units needed repairs, which have been made. The attic above Unit A, which was of primary concern, shows very little evidence of leaking near a skylight, and that appears to have stopped, possibly already repaired because it was not wet following the recent, heavy rain.

Roof repairs related to solar panel attachments for 2 buildings have been held up while the contractor obtains additional employees.

Termite repairs requiring building materials were conducted in the month of February for buildings: 177, 181, 197, 193, 200 & 203. These need to be added to the painting contract list of additional painting.

Two units (177E and 180D) alerted us that their patio needed special care for the scheduled power washing. George H has been advised. The painting contractor advised that the start date for painting has been delayed one month.

Building Captains: Building 190 is still in need of a building captain. The functions include: keeping an eye out for unusual conditions, monitoring special needs of shareholders, facilitating communications, greeting new members etc. Please call me if you might be interested in helping our community in this way.

Fire Inspections are scheduled for between July 18th and Aug. 12th. This involves the building inspector and a director entering each unit to check fire alarms and to inspect for potential fire and safety hazards such as accumulations of flammables, blocked access to emergency personnel and apparent overloaded circuits.

Respectfully,

Richard Winslow

MUTUAL 8 LANDSCAPING REPORT

MARCH 2016

NO LARGE PROJECTS ARE SCHEDULED AT THIS TIME.

THE LAWNS WILL BE WEEDED AND FED IN THE NEXT MONTH.

SUZANNE FEKJAR

LANDSCAPING DIRECTOR MUTUAL 8