A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
June 25, 2018
Meeting begins 9:00 a.m.
Administration Building Conference Room A

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. SHAREHOLDER COMMENTS **(2-3 minutes per shareholder)**

3. ROLL CALL

4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

   Mrs. Fekjar, GRF Representative
   Ms. Hopkins, Mutual Administration Director
   Mr. Swordes, Building Inspector
   Ms. Pellegrini, Recording Secretary

5. APPROVAL OF MINUTES:
   Regular Meeting Minutes of April 23, 2018
   Special Agenda Meeting Minutes of June 11, 2018 (p. 3)
   Organizational Meeting Minutes of May 29, 2018 (p. 5-6)

6. BUILDING INSPECTOR'S REPORT Mr. Swordes
   Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests **(p. 7-8)**
   a. Discuss Roofing Report

7. GRF REPRESENTATIVE Mrs. Fekjar

8. **UNFINISHED BUSINESS**
   a. Vote to approve/deny Adopting Building Captains List **(p. 9-11)**
   b. Ratify Adopted/Posted Policy 7471.08 - Pest Control **(p. 13-14)**
   c. Ratify Amended/Posted Policy 7502.08 - Carport Regulations **(p. 15-23)**
   d. Ratify Amended/Posted Policy 7502.08.1 – Adoption of GRF Policy 1927-37 – Parking Rules **(p. 25-45)**
   e. Ratify Amended/Posted Policy 7406.08 – Encroachment onto Common Areas for Private Use of Shareholder **(p. 47-50)**

9. **NEW BUSINESS**
   a. Vote to approve /deny the Property Tax Postponement Application **(p. 51)**
   b. Vote to approve/deny Proposal from BrightView Landscape Services for New Tree Installation **(p. 53-55)**
   c. Vote to approve/deny Proposal from BrightView Landscape Services for Tree Trimming **(p. 57)**

9. **NEW BUSINESS (continued)**

d. Vote to approve/deny Southern California Edison Trimming Emergency Project **(p. 59)**
e. Vote to Ban Contractor in Mutual Eight **(p. 61)**
f. Discuss Amending Policy 7525 – Withdraw Inspection Process Fee **(p. 63-64)**
g. Vote to Appoint a Landscape Advisory Director **(p. 65)**
h. Vote to approve/deny Hotline Phone Number and Fees **(p. 67)**
i. Discuss Amending Policy 7403.08 – Building Permit Signatures **(p. 69-72)**
j. Discuss Amending Policy 7708 – Listing Inspections, by Adding Nuisance Policy
k. Review and sign the Code of Conduct **(p. 73-74)**
l. Discuss Basic Bonds Investment

STAFF SECRETARY BREAK 11:00 a.m.

10. SECRETARY / CORRESPONDENCE Dolch

11. CHIEF FINANCIAL OFFICERS REPORT Mr. Park

12. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins

13. ANNOUNCEMENTS
    a. NEXT MEETING Monday July 23, 2018 at 9:00 a.m. Conference Room A

14. COMMITTEE REPORTS

15. DIRECTORS' COMMENTS

16. SHAREHOLDER(S)' COMMENTS (2-3 MINUTES)

17. ADJOURNMENT

18. EXECUTIVE SESSION

STAFF SECRETARY WILL LEAVE THE MEETING BY 12:10 p.m.

MINUTES OF THE SPECIAL AGENDA MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
June 11, 2018, 9:00 A.M.

A Special Agenda Meeting of the Board of Directors of Seal Beach Mutual EIGHT was called to order by President Thompson at 9:00 a.m. on Monday, June 11, 2018, in Building 5 Room C.

Those members present were: President Thompson, Vice President Berg, Secretary Dolch, CFO Park, and Director Banfield. Also present were Mutual Eight shareholders Swana White, Sandra Weisenstein, Ruth Berg, Michael Chang, and Yasuko Kurator.

The purpose of the meeting was to discuss items to put on the Regular Board Meeting agenda being held on June 25, 2018.

President Thompson adjourned the meeting at 11:40 a.m.

_____
Attest
Jeri Dolch, Secretary
SEAL BEACH MUTUAL EIGHT
jp:06/18/18

DRAFT

THIS PAGE LEFT INTENTIONALLY BLANK

MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
May 29, 2018

The Organizational Meeting of the Board of Directors of Seal Beach Mutual Eight was called to order by Acting Chairperson Ms. Hopkins at 10:58 a.m. on Tuesday, May 29, 2018, in Clubhouse Four, Section C.

Those Directors present were: Michael Banfield, Dr. Ruth G. Mullins Berg, Jeri Dolch, Keechul (K.C.) Park and Camille K. Thompson. The Mutual Administration Director Ms. Hopkins and GRF Secretary Mancilla were also present.

Ms. Hopkins announced that the purpose of the meeting was to elect officers of the Board of Directors for the 2018-2019 term of office and to select the day and time of the Board's Regular Monthly Meeting.

Ms. Hopkins called for nominations for the office of President. K.C. Park nominated Camille Thompson for President. There being no further nominations, Camille Thompson was elected to the office of President for the 2018-2019 term of office.

The chair was turned over to newly-elected PresidentThompson, who then called for nominations for the office of Vice President. Michael Banfield nominated Jeri Dolch for Vice President. K.C. Park nominated Ruth Berg for Vice President. There being no further nominations, by written ballot, Ruth Berg was elected to the office of Vice President for the 2018-2019 term of office.

President Thompson called for nominations for the office of Secretary. K.C. Park nominated Jeri Dolch for Secretary. There being no further nominations, Jeri Dolch was elected to the office of Secretary for the 2018-2019 term of office.

President Thompson called for nominations for the office of Chief Financial Officer. Jeri Dolch nominated K.C. Park for Chief Financial Officer. There being no further nominations, K.C. Park was elected to the office of Chief Financial Officer for the 2018-2019 term of office.

The committee assignments will be made at the next regular Board of Directors meeting. Add the following to the next Board meeting's agenda:

Committee Chair Assignments
Building Captains
Vehicle Parking Review Panel
Physical Properties
Landscaping
Emergency Information Committee

President Camille Thompson stated that the previous year's Organizational Meeting minutes have already been approved.

The Board discussed the time of the Regular Monthly Board Meetings. The current meeting time is:

4th Monday of each month at 1:30 p.m. in Admin Building Conf Room A

The following change was proposed as the new meeting time:

4th Monday of each month at 9:00 a.m. in Admin Building Conf Room A

Upon a MOTION duly made by Michael Banfield and seconded by K.C. Park it was

> RESOLVED, That the Regular Monthly Board Meeting be held on the fourth Monday of the month, in the Administration Building Conference Room A, and the time of the meeting will be 9:30 a.m., with an Open Forum for shareholders to address the Board beginning at 9:00 a.m.

The MOTION passed.

There being no further business, President Thompson adjourned the meeting at 11:07 a.m.

_____

Attest, Jeri Dolch, Secretary
SEAL BEACH MUTUAL EIGHT
lh:5/29/18

DRAFT

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (08) EIGHT **INSPECTOR:** ROBERT SWORDES

MEETING DATE: JUNE 25TH 2018

PERMIT ACTIVITY

UNIT #	RIPTION OF	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
202 A	remodel	yes	07/19/17	03/31/18	no	2/8/18 final	Los Al Builders
184 E	central air	yes	12/14/17	04/30/18	no	1/30/18 final	Greenwood
182 i	windows, doo	yes	01/26/18	04/21/18	no	4/21/18 final	Seaport
202 F	bath remodel	yes	02/21/18	05/05/18	no	5/14/18 final	Roberts
179 B	patio tile	yes	04/13/18	09/22/18	no	4/18/17 final	LW Décor
178 E	heatpump	yes	02/05/18	05/16/18	no	5/16/18 final	Greenwood
204 E	abatement of	GRF	04/17/18	04/23/18	no	4/24/18 final	PEA solutions
186 J	EZ access tu	yes	04/17/18	05/30/18	no	5/15/18 final	Nu Kote
194 H	4 retrofit wind	yes	04/23/18	06/01/18	no	5/8/18 final	Swenman Company
204 E	bathroom rer	yes	02/21/18	05/05/18	no	5/14/18 final	Roberts construction
204 E	flooring	GRF	05/01/18	05/10/18	no	5/14/18 final	Bixby Plaza Carpet&Flooring
177 J	EZ access tu	yes	04/16/18	05/26/18	no	5/16/18 final	Nu Kote
183 K	EZ access tu	yes	04/06/18	05/20/18	no	5/17/18 final	Nu Kote
199 F	EZ access tu	yes	05/04/18	06/15/18	no	5/23/18 final	Nu Kote
192 G	total remodel	yes	04/23/18	09/30/18	no	6/6/18 shear	Kress
192 G	total remodel	yes	04/23/18	09/30/18	no	6/18/18 pl/el/	Kress
194 A	windows/doo	yes	01/31/18	04/30/18	no	5/8/18 final	Real McCoy

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
189 B		10/9/2017	03/05/18	3/22/2018	4/26/2018		
181 K		4/4/2018	04/12/18	4/12/2018	4/25/2018		
200 G		11/16/2017	04/05/18	4/12/2018	4/25/2018		
188 H		3/12/2018					
194 F		2/7/2018	05/15/18	5/22/2018	6/4/2018	**6/15/2018**	
191 A		2/27/2018	05/23/18	5/23/2018	6/7/2018	**6/15/2018**	
201 G		1/4/2018	05/30/18	5/31/2018	6/13/2018		
204 D		2/7/2018	06/01/18	6/1/2018	6/8/2018		
181 D		6/11/2018					

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

CONTRACTS

CONTRACTOR	PROJECTS
Brightview Landscape	Mutual gardening
So Cal Fire Protection	laundry room fire extinguishers
Empire Pipe and Supply	Mutual sewer cleaning
Fenn	termites and pest control

SITE VISITS	
UNIT	**REASONS**
April 24th 204 E	abatement PEA solutions
April 26th carport 94 space 18	concrete lifting up at parking space called in to S.M.
April 26th bldg 200 unit G	COE let in painter and called service maintenance for toilet running
April 26th bldg 181 unit K	let in painter for COE work
May 2nd bldg 204 unit D	check patio tile for compliance with mutual policies on traction
May 3rd bldg 204 unit D	met electrician for full inspection of unit for code compliance
May 2nd bldg 189 unit F	put new key in shareholders lockbox at 4:00 pm
April 16th 8-194 A	red tagged Real McCoy for no city permit
carport 94 and 95 space 18 and 18	cracks raised up trip hazard had ground down
May 10th 177 B	concerns over humming sound and replacing his frnt window frame
May 10th 193 E&F	concerns over smoke getting into unit put in W.O to smokeproof
May 9th 194 B	concerns over chipped window possible landscapers(can't prove)
May 10th 177 B	concerns over aluminum window frames at porch/put in WO w/SM
May 10th 194 H	insect bite problem/called Fenn/will be there in morning 8-12am
May 11th 194 H	went by to check/fenn came out and laid traps/no sign of bed bugs
May 17th 193 E&F	check on smoke complaint coming from F into E/put in w.o w/S.M
May 18th 193 E	met with maintenance for smoke seal and before and after pics
May 18th 196 C	met with trust one restoration and had unit snaked and dryed out
May 18th 196 J	met with trust one restoration and had unit snaked and dryed out
May 18th bldg 196	had bldg snaked from water backup
May 21st 193 F	smoke sealed unit and inspected the attic/needs new bath fan
May 21st 196 C	addressed concerns over water damage/garbage disposal problem
May 23rd 195 A	met with shareholder for termites at patio
May 24th	meeting with President of mutual
May 29th 193 F	installed bath fan for proper ventalation(smoke seal)
May 30th 201 G	had batteries installed at smoke detectors
June 1st 195 A	got a squirrel out that was trapped in skylight
June 5th 191 F	concerns over fire inspections coming up
June 5th 194 F	met with electrical contractor about replacing electrical panel cover
June 5th191 A	went by to check unit for final before close of escrow
June 6th 201 G	went to check on entry concrete and block wall fix beside unit
June 6th 194 F	met with electrical contractor about installing new panel cover in un
June 7th 194 F	removed items from patio storage closet at request of agent
June 7th 194 F	missing cabinet catches
June 7th 197 F	put in W.O with S.M for light pole rusted at base
June 8th 194 F	electrical panel installed
June 8th 193 F	took picture of bath fan install and ordered paint to be done
June 8th bldg 196	posted building about proper use of garbage disposer
June 8th 199 i	put down flooring without permit/did not take up asbestos tile
June 8th 200 F	went by to look at electrical plug at patio/no one home
June 13th 196 B	put in work order with S.M to fix slow draining sink in bathroom
June 13th 193 F	put in for painter to paint ceiling at new bath fan install
June 14th 205 A	concerns over gardners/ not home
June 14th 183 J	concerns over odor getting into unit at night/put W.O with S.M.
June 14th 183 i	wants unit sprayed for bugs/ceiling still not painted
June 14th 204 D	clear out storage shed from escrow and put shelves back up
June 15th 197 J	met with jeri about fire inspections
June 18th 183 J	met with maintenance for odor seal of unit/ removed bags and plas

Mutual Corporation No. Eight

MEMO

TO:	MUTUAL BOARD OF DIRECTORS
FROM:	MUTUAL ADMINISTRATION
SUBJECT:	VOTE TO APPROVE/DENY ADOPTING BUILDING CAPTAIN LIST (UNFINISHED BUSINESS ITEM A)
DATE:	JUNE 25, 2018
CC:	MUTUAL FILE

I move to adopt the amended Building Captains list for Mutual Eight (attached).

Building Captains As of May 30, 2018

Bldg	Captain (Apt #)	Phone No	Co-captain (Apt #)	Phone No	BOD
177	Margaret Miller (G)	562-431-3249	Marcia Rinaldi (C)	562-597-5678	CT
178	Elizabeth Huebner (A)	562-296-5410			KC
179	Joanne Locnikar (C)	562-480-3282	Judy Wehenkel (A)	310-251-5473	CT
180	Mari McGrath (G)	714-469-6128	Lawrence Slutsky (J)	562-253-7119	KC
181	Lynn Heath (J)	562-296-5588			KC
182	Azeb Tekle (192L)	714-392-6374			KC
183	Elizabeth Daniels (K)	562-493-0773	Daphna Worsham (J)	562-430-3267	KC
184	Pantaleom Dejesus (C)	562-430-4253	Sally Fowler (F)	562-493-5854	RB
185	Anna Suanaperwira(B)	562-598-1020			RB
186	Bill Zurn (F)	714-698-3329			RB
187	Dorene Youngs 186J	707-301-6943			RB
188	Eleanor West (L)	562-596-1566			RB
189	Delia Neri (G)	562-431-5889			RB
190	Ron Kline (C)	949-212-3628			JD
191	Diana Ryan (D)	562-619-1085			JD
192	Mary Reynolds (D)	562-761-4275			JD
193	Laura Garcia (E)	562-230-5302	Ernest Anderson (C)	714-932-3500	MB
194	Trevor Higgins (B)	562-594-4524			KC
195	Leonard Diamond (C)	562-209-1500			MB
196	Raymond Fujimoto (F)	562-313-3001	Sandra Weisenstein (G)	562-425-8861	JD

197	Swana White (B)	626-484-3315			JD
198	Michael Chang (A)	562-360-5351			JD
199	Rosann Haugen (F)	562-310-8518			MB
200			Dondi Buchrucker (F)	562-522-2344	MB
201	Dan Curtin (A)	323-788-1206			MB
202	Steve Ro (J)	213-453-5143	Judy Ro (J)	562-304-0737	CT
203	Betsy Bogart (D)	310-308-9986			CT
204	Cynthia Ercolano (K)	562-431-8473			CT
205	Denise Smith (L)	562-598-7303			CT

THIS PAGE LEFT INTENTIONALLY BLANK

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: RATIFY ADOPTED/POSTED POLICY 7471.08 – PEST CONTROL (UNFINISHED BUSINESS ITEM B)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

At the March 26, 2018 Board Meeting Policy 7471.08 – Pest Control was adopted and the 30-day posting requirement has been met (attached).

I move to ratify adopted/posted Policy 7471.08 – Pest Control

MUTUAL OPERATIONS

ADOPT DRAFT

PHYSICAL PROPERTY

Pest Control – Mutual Eight

Mutual Eight contracts with a pest control company to service the needs of the Mutual and the shareholders.

MUTUAL EIGHT PAYS FOR: Interior unit treatment for ants, roaches, silverfish, mites, gnats, mosquitoes, flies, vinegar flies, pantry pests, weevils, spiders, earwigs, crickets. Annual termite inspections, rodent bait stations throughout the Mutual, mole, gopher, skunk control, removal of bee (includes carpenter bees), wasps nests and yellow jacket hives, and fleas infesting a common area. Mutual pays for exterior treatments required for attics, patios, and garden areas.

SHAREHOLDER PAYS FOR: Lizards, bed bugs, fleas, and any other indoor pest. Shareholders requesting pest control services must contact Service Maintenance. Pest control services are provided weekly.

THE MUTUAL DIRECTOR WILL: Inform the shareholder of responsibility for charges and call in the shareholder request for the next weekly visit. *Any request regarding bed bug services will be reported immediately to the pest control company and to President of the Mutual, and will involve an additional charge to the shareholder for a special service call.* If the shareholder requests immediate service, a "service charge" will be added to their bill.

DRAFT

MUTUAL **ADOPTION**

EIGHT :

(draft created on 12-04-17 ka)
(draft updated on 03-27-18 sp/ka)

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: RATIFY POSTED/AMENDED POLICY 7502.08 – CARPORT REGULATIONS (UNFINISHED BUSINESS ITEM C)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

At the April 23, 2018 Board Meeting Policy 7502.08 – Carport Regulations was amended and the 30-day posting requirement has been met (attached).

I move to ratify amended/posted Policy 7502.08 – Carport Regulations

MUTUAL OPERATIONS

AMENDED DRAFT

SHAREHOLDER REGULATIONS

Carport Regulations - Mutual Eight

A. Carport Use

1. Carports are to be used for parking of self-propelled land vehicles in operating condition. Any stored items in the carports must be completely contained in the carport cabinets except as permitted in paragraph 4 below.

2. Current fire regulations prohibit the storage of fuel oil or any combustible material in the carport areas.

3. All vehicles, when parked in the carports, must be headed in. When parked, vehicles shall not extend beyond the edge of the roof drip line of the carport. Property, including secondary storage facilities, shall not interfere with the shareholder's vehicle fitting under the edge of the carport roof drip line. This may require removal of secondary storage facilities at owner's expense even if the secondary storage facilities have been approved by the Board and meet the design of this regulation.

4. The following property may be stored or used as storage under upper cabinets:

    a. One bicycle, tricycle, folding shopping cart, hand cart, and stepladder of up to 8 feet, or, a combination of three such items; or
    b. An enclosed 100+ gallon garden type container having dimensions of not less than approximately 23" x 24" x 50" and which shall be opaque and of a neutral earth tone color; or,
    c. Secondary storage cabinets as described in Section E; or,
    d. Bypass sliding doors as described in Section F.

    Other property including motorcycles, motor bikes, mopeds, electric carts, bicycles, tricycles, etc., must not be parked between self-propelled vehicles because that would infringe upon another occupant's vehicle space.

5. Carports are for the use of Mutual Eight Shareholders and Registered Co-occupant. Use by anyone else is prohibited. Passenger vehicles are to be parked heading in, and shall be licensed and insured in compliance with Department of Motor Vehicles regulations. They shall also exhibit a current and valid Golden Rain Foundation identification decal issued by the Golden Rain Foundation and have current DMV registration tags. "

B. Carport Assignments

1. Carport assignments are controlled by the Mutual Corporation and a record of assignments is kept in the Stock Transfer Office of the Golden Rain Foundation.

2. Resident shareholders who want to change carport assignments must obtain the Mutual

Carport Regulations - Mutual Eight

Board of Directors' approval so the change can be recorded in the Stock Transfer Office.

3. The request for carport re-assignment, if approved, is only temporary, and is valid only so long as both participating parties agree to the temporary change. One party determining to withdraw from the agreement may do so as may the successor owner of that party's apartment. The Mutual Corporation retains, at all times, the authority to revoke and cancel this temporary change of carport assignment, at its discretion. The re-assignment of carport spaces, herein provided, will automatically become null and void in the event of a sale of the stock representing either apartment, with absolutely no exceptions to the rules herein provided.

4. Carport space may not be rented to or used by anyone who is not a resident shareholder of Mutual Eight.

~~**C. Electrical Outlets in Carports**~~

~~1. Resident shareholders are permitted to have an electrical outlet professionally installed in their carport for the purpose of recharging electric carts.~~

~~a. There will be a monthly charge of $15 for the use of electricity.~~

~~2. The Mutual encourages all resident shareholders to park any and all vehicles in carports as much as possible.~~

~~3. Resident shareholders who have an electrical outlet professionally installed in their carport will be responsible for the maintenance of same.~~

~~a. Upon the resale or transfer of the share of stock, the electrical outlet must be removed at the resident shareholder's expense if the buyer does not want to use and pay for the electrical outlet in the carport.~~

~~4. The following installation guidelines have been established and shall be available to contractors who are providing an estimate for, or are installing, the outlet.~~

~~a. The installation of the electrical outlet shall be done by a licensed contractor in good standing.~~

~~b. A permit must be obtained from the Physical Property Department prior to any work being done.~~

~~c. The installation techniques shall be such in order to facilitate the complete disassembly and removal of the electrical outlet, should removal become necessary.~~

AMENDED DRAFT

SHAREHOLDER REGULATIONS

Carport Regulations - Mutual Eight

~~d. All applicable codes shall be observed, and all installation components shall be suitable for outdoor installation.~~

~~e. All wiring shall be run in rigid conduits.~~

~~f. Current carrying conductors shall be #14 AWG stranded copper conductor with 500-volt insulation.~~

~~g. 15-amp fused power outlets shall be mounted inside the storage cabinet.~~

D. Oil Spills on Carport Floor or Street

1. In accordance with Seal Beach Municipal Code 9.20.010, any vehicle leaking oil, antifreeze, or any other hazardous material is prohibited from parking in a Mutual carport or on a Mutual street or driveway.

    a. Kitty litter may not be used to cover hazardous materials and may not be disposed of in any Mutual trash container.

    b. All hazardous waste materials, including kitty litter, must be disposed of at an Orange County Approved Hazardous Waste site.

    c. Resident shareholders or guests who ignore this Municipal Code may be subject to fine and/or having their vehicle towed at their expense.

E. Secondary Carport Storage Cabinets

This has been developed in an effort to improve the appearance of the community and enhance property values by providing for and making uniform, the appearance of secondary (lower) cabinets.

1. Shareholders are permitted to have a secondary carport storage cabinet installed beneath their existing cabinet at the shareholder's expense, with the approval of the Mutual Eight Board of Directors and Building Inspector and obtaining the appropriate permit from the Physical Property Department before the cabinets are installed. If a cabinet is installed without permit or not in conformity with this standard design and specified materials, the cabinet shall be removed at the expense of the shareholder.

2. Shareholder shall use a standard design approved by Mutual Eight.

3. The dimensions of the lower, secondary cabinet must conform to the dimensions of the upper cabinet. The lower cabinet doors and hardware must align with the doors and hardware of the upper cabinet. The depth of the lower, secondary storage cabinet must not exceed the depth of the concrete shelf. Width must match the width of the upper

cabinet.

4. Exterior paint and hardware must match the existing, standard upper cabinet.
5. The shareholder is responsible for maintaining and repairing any damage to his/her carport cabinet.

6. Secondary cabinets are a non-standard addition. If a subsequent owner does not want the secondary cabinet, the seller must remove the secondary cabinet and restore the area to original condition at seller's (shareholder's) expense.
7. Due to the vulnerability to damage from vehicles being parked in front of the secondary cabinet, no electricity will be installed inside the secondary cabinet. Any electrical charging station allowed by California Civil Code Section 4745, as may be amended from time-to-time, shall be contained in the upper cabinet or elsewhere as may be practical and permitted by law and applicable codes in effect.

8. Installation of secondary cabinets shall not exempt the shareholder from the requirement that vehicles parked in the carport stall shall not extend beyond the drip line of the roof and gutters.

9. Installation of secondary cabinets replaces the shareholder's permission to store a bicycle or tricycle, folding cart, and ladder outside of the standard cabinets.

10. Only treated wood purchased through the Property Management Department or treated by an approved contractor with the wood being approved by the Building Inspector.

Materials:

a. Door panels, end and sides, 3/4" sanded plywood handy panels, good one side or better; exterior grade.

b. Top and floor, 1/2" sanded plywood panels, good one side or better, exterior grade

c. Framing and center strip for hinges, 2" x 4"

d. Strips for hinges, 1" x 4"

e. Front edge of floor finished with 3/4" plywood strip

f. Floor shall sit firmly upon treated 2" x 4" boards

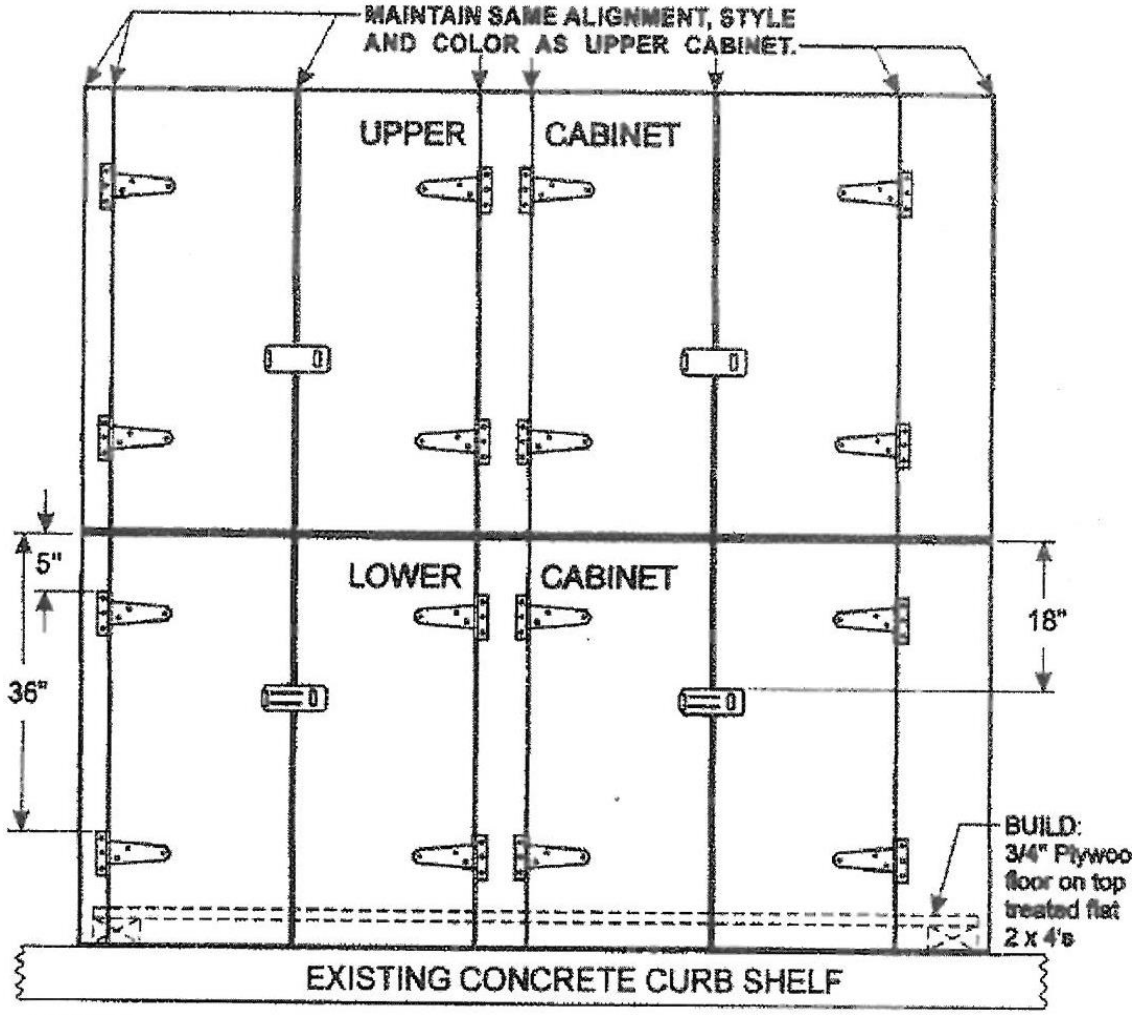
g. Concrete wheel stop 30" from curb shelf

MUTUAL OPERATIONS

AMENDED DRAFT

SHAREHOLDER REGULATIONS

Carport Regulations - Mutual Eight



NOTES:

1. Lower cabinet will vary from 46 1/2" TO 48" in height. Build accordingly.
2. Lower cabinet front must be flush with existing concrete curb shelf.
3. Block all areas between upper and lower cabinet to prevent rodent intrusion.
4. Install 4' long standard size wheel stop and secure with two 5/8" Zinc plated Hex head bolts and Zinc plated Fender washers, use appropriate concrete anchors. (Solid plastic stops are preferable) Adjust distance for specific vehicle.

MATERIALS:

1. HASP = Masterlock No. 704DPF - Big Paint Store - $6.50 ea.
2. HINGES = Stanley, SKU-218272 Heavy Duty Gate Hinge - Hardware Source - $2.49 ea.
3. Use quality 3/4" exterior plywood on front, doors and sides with the same or better finish as the top cabinets and calk where needed.
4. Prime and paint all visible surfaces, inside and out.
5. **All lumber, including plywood, must be treated for insects and rot.**

(draft created on 04-16-18 ka/ct)
(draft updated on 04-24-18 ka/jp)

MUTUAL OPERATIONS

AMENDED DRAFT

SHAREHOLDER REGULATIONS

Carport Regulations - Mutual Eight

F. Secondary Carport Sliding Bypass Sliding Doors

This has been developed in an effort to improve the appearance of the community and enhance property values by providing for and making uniform the appearance of secondary (lower) sliding doors.

1. Shareholders are permitted to have secondary carport storage areas behind sliding bypass doors beneath their existing cabinet at the shareholder's expense, with the approval of the Mutual Eight Board of Directors and the Building Inspector and obtaining the appropriate permit from the Physical Property Department before the sliding bypass doors are installed. If bypass sliding doors are installed without permit or not in conformity with this standard design and specified materials, the doors and hardware shall be removed at the expense of the shareholder.

2. Shareholders shall meet the standard design contained in this regulation.

3. The dimensions of the lower sliding bypass doors must conform to and align with the length of the upper cabinet and the centerline of the two sets of doors shall align with the center post of the upper cabinet doors. (Note: This is not the true center of the cabinet because the upper doors are offset.)

4. Exterior paint must match the existing, standard upper cabinet.

5. The shareholder is responsible for maintaining and repairing any damage to his/her carport's sliding bypass doors.

6. Sliding bypass doors are a non-standard addition. If a subsequent owner does not want the secondary storage unit, the seller must remove the secondary unit and restore the area to original condition at seller's (shareholder's) expense.

7. Due to the vulnerability to damage from vehicles being parked in front of the secondary sliding bypass doors, no electricity will be installed inside the space under the upper cabinets. Any electrical charging station allowed by California Civil Code Section 4745, as may be amended from time-to-time, shall be contained in the upper cabinet or elsewhere as may be practical and permitted by law and applicable codes in effect.

8. Installation of secondary sliding bypass doors shall not exempt the shareholder from the requirement that vehicles parked in the carport stall shall not extend beyond the drip line of the roof and gutters.

9. Installation of secondary sliding bypass doors replaces the shareholder's permission to store a bicycle or tricycle, folding cart, hand cart, and ladder or large container outside of the standard cabinets.

(draft created on 04-16-18 ka/ct)
(draft updated on 04-24-18 ka/jp)

DRAFT

MUTUAL OPERATIONS

AMENDED DRAFT

SHAREHOLDER REGULATIONS

Carport Regulations - Mutual Eight

10. Only wood treated for insects and rot and purchased through the Service Maintenance Department, or, treated for insects and rot by an approved contractor with the wood treatment being approved by the Building Inspector may be used.

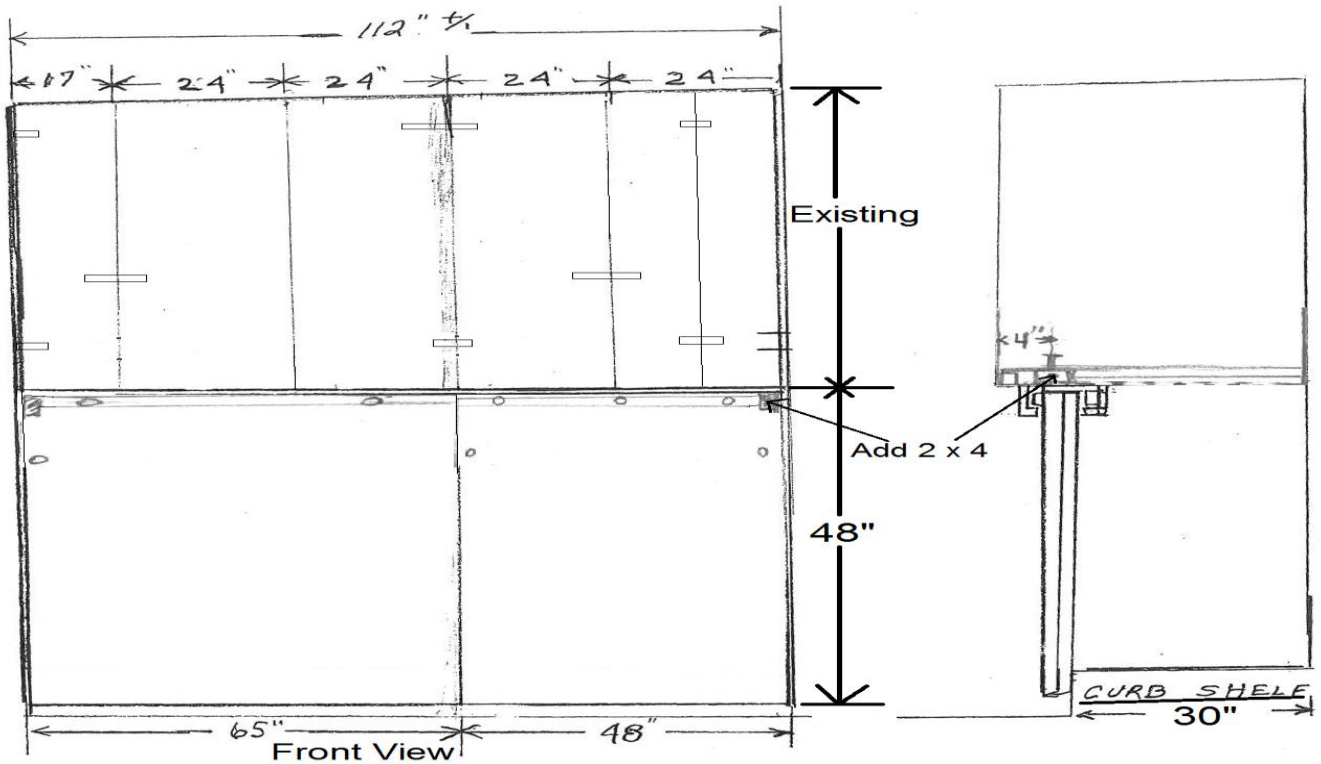
Materials:

a. Door panels, end and sides, ¾" sanded plywood handy panels, good one side or better, exterior grade.
Sliding door (1) 48" x 65"
Sliding door (2) 48" x 50"
Sides (2) 30" x 48"
Framework 2" x 4" x 112"

b. Concrete wheel stop approximately 30" from curb shelf. Exact measurement shall be determined by the individual vehicle to be parked in the space. Curb may be waived with Physical Property Committee's written permission.

c. Overhead bypass frame, rail, and hanging hardware shall be of sufficient strength and design to support the weight of the doors. Hang overhead frame from 2" x 4" run 4" back from front edge, parallel with front, between 2" x 4"s under overhead cabinets.

d. 2" x 4" framework shall be of cedar or treated wood.



(draft created on 04-16-18 ka/ct)
(draft updated on 04-24-18 ka/jp)

MUTUAL OPERATIONS

AMENDED DRAFT

SHAREHOLDER REGULATIONS

Carport Regulations - Mutual Eight

Violation	1st	2nd and Subsequent
1. Assigned Parking Space or restricted parking Space	25.00	25.00
2. Blocking Crosswalk (not applicable to Mutual Eight)	25.00	25.00
3. Expired or Invalid State Vehicle Registration*	50.00	50.00
4. Flat Tires	Fix-It	25.00
5. "For Sale" sign on Vehicle	20.00	20.00
6. Handicap Parking without Placard or Handicap ID Displayed	100.00*	200.00
7. Hazardous Materials Leaking	50.00	50.00
8. Limited Time Parking	20.00	20.00
9. Maintenance or Repair	25.00	25.00
10. No Valid GRF Vehicle Decal or Parking Permit Displayed	20.00	20.00
11. Parked on Sidewalk or Grass	25.00	25.00
12. RED ZONE: Bus Stop	25.00	25.00
13. RED ZONE: Fire Hydrant	100.00	200.00
14. RED ZONE: Mail Box (not applicable to Mutual Eight)	25.00	25.00
15. RV or VUFR - Generator Running 8pm – 8am		50.00
16. RV or VUFR - Jack Support: None or Inadequate	50.00	50.00
17. RV or VUFR Parked Over 72 (Seventy-Two) Hours on TRUST STREET	40.00	40.00
18. Washing any vehicle on Trust Property (except Car Wash areas)	20.00	20.00
19. Washing a Non-resident Vehicle at Car Wash	20.00	20.00

* Fine will be waived on first offense if placard and/or paperwork that was current at time of Citation is presented. The Security Services Director has the right to waive the first offence fine if needed paperwork is presented to them.

MUTUAL ADOPTION

EIGHT: 02-25-80

AMENDMENTS

09-23-90, 09-24-01, 10-27-03, 03-22-04, 11-22-04, 01-22-07, 11-24-08, 02-23-15, 7-25-16, 09-26-16

(draft created on 04-16-18 ka/ct)
(draft updated on 04-24-18 ka/jp)

THIS PAGE LEFT INTENTIONALLY BLANK

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: RATIFY POSTED/AMENDED POLICY 7502.08.1 – ADOPTION OF GRF POLICY 1927-37 – PARKING RULES (UNFINISHED BUSINESS ITEM D)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

At the April 23, 2018 Board Meeting Policy 7502.08.1 – Adoption of GRF Policy 1927-37 – Parking Rules was amended and the 30-day posting requirement has been met (attached).

I move to ratify amended/posted Policy 7502.08.1 – Adoption of DFR Policy 1927-37 – Parking Rules

COMMUNITY OPERATIONS

AMENDED DRAFT

RESIDENT REGULATIONS

Adoption of GRF Policy 1927-37 – Parking Rules

The following Parking Rules are strictly enforced and are applicable to all persons controlling or operating vehicles on any PROPERTY regulated by Mutual Eight. This also refers to the streets, sidewalks, parking areas, clubhouses, grounds, and other amenities overseen by GRF.

Per the Occupancy Agreements all Shareholders/Members are solely responsible for the actions of their guests and employees; therefore they are solely responsible for the fines and penalties incurred by their guests or employees.

GRF vehicles are exempted from these policies when appropriate, such as maintenance or security vehicles assisting first responders or providing emergency services to a Shareholders/Member unit.

1. PREFACE

In order to promote safety, all drivers and pedestrians shall follow the same parking rules as are required on public streets, unless otherwise specified herein.

2. DEFINITIONS

Words appearing in ALL CAPITAL LETTERS are defined in this section.

2.1. ALTERNATIVE DISPUTE RESOLUTIONS (ADR)

A method of resolving disputes other than by litigation involving a neutral third party pursuant to Civil Code Sections 5925-5965.

2.2. ASSIGNED PARKING

A defined parking location that has been designated for the use of a specific individual or group by the GRF.

2.3. BICYCLE/TRICYCLE

A device with 2 or 3 wheels, respectively, upon which any person can ride propelled exclusively by human power through a belt, chain or gears.

2.4. CAREGIVER

A non-shareholder/member hired or identified by a Shareholder/Member as providing part-time or full-time care. This person must be registered with Stock Transfer.

2.5. COMMERCIAL VEHICLES

A motor vehicle of a type required to be registered and used or maintained for the transportation of persons for hire, compensation, or profit or designed, used, or maintained primarily for the transportation of property. A COMMERCIAL VEHICLE shall also mean any type of vehicle, which includes without limitation, a truck, van or trailer that has one or more of the following traits:

2.5.1. Larger than one (1) ton carry weight;

2.5.2. Bears a prominent business name or advertisement. If the graphic medium is removable, such as a magnetically attached sign, this element does not apply when all such signage is removed and stored out of view;

2.5.3. Normally employed or designed for commercial business use, whether or not a business name or advertisement is displayed.

2.5.4. Racks, materials, ladders, tool boxes and/or tools are visible on the exterior of the vehicle;

2.5.5. Used to haul any hazardous materials;

2.5.6. Designed to carry more than 15 (fifteen) passengers.

2.6. DUE PROCESS

An established course for judicial proceedings or other governmental activities designed to safeguard the legal rights of the individual.

2.7. ELECTRIC BICYCLE

Two-wheeled vehicle supplemented with an electric motor having a maximum speed capability of 20 mph.

2.8. GOLF CART

A motor vehicle having not less than three wheels in contact with the ground, having an unladed weight of less than 1,300 pounds, which is designated to be and is operated at no more than 20 mph, and has a maximum width of 48".

2.9. INTERNAL DISPUTE RESOLUTION (IDR)

An internal due process procedure offering an opportunity for both sides to meet and confer in good faith in an effort to resolve a dispute and reach a resolution of alleged violations of community rules.

2.10. LOW-SPEED VEHICLE (LSV)

A motor vehicle which is designed to travel in excess of 20 MPH with a maximum speed of 25 MPH. LSV's less than 48" in width shall be driven in accordance with the rules and regulations established for Golf Carts. LSV's that are more than 48" in width are prohibited from all walkways and sidewalks.

2.11. MOBILITY SCOOTER

A vehicle that is propelled by an electric motor with a battery pack on the vehicle. This vehicle is self-propelled.

DRAFT

2.12. MOTORCYCLE

A motorcycle has more than a 150cc engine size, and no more than three wheels and has to be registered with the Department of Motor Vehicles (DMV).

2.13. MOTOR-DRIVEN CYCLE

A motor-driven cycle has 149cc or less engine size (CVC §405) and has to be registered.

2.14. NON-RESIDENT

A person without the right under the governing documents and applicable law to occupy a dwelling within a Mutual.

2.15. PARKING PERMIT BINDER

A register maintained by the Security Department to document vehicles granted a limited exception to certain parking rules.

Examples: Extended RESIDENT'S absence, overnight RV parking, late night calls for overnight guests without a parking permit.

2.16. PARKING RULES VIOLATION PANEL (PRV)

The Mutual Eight Board of Directors (BOD) has established a committee consisting of a facilitator, two (2) Mutual Eight directors, and one Mutual Eight Shareholder, and an alternate as may be designated from time to time by the BOD and assigned to meet on a rotating schedule to hear Shareholder/Member disputes regarding Parking RULES VIOLATIONS NOTICES issued by Security Department.

2.17. PEDESTRIAN

Any person who is afoot or who is using a means of conveyance propelled by human power other than a bicycle~~. This also includes~~**, or** any person operating a self-propelled wheelchair, motorized scooter, tricycle or quadricycle.

2.18. PROHIBITED VEHICLES

2.18.1. Aircraft;

2.18.2. Boats, personal watercraft, and their trailers, except as allowed in Section 3.10 – Recreational Vehicles Restricted;

2.18.3. INOPERABLE VEHICLE: a vehicle that lacks a functioning engine or transmission, or non-functioning wheels, tires, doors, windshield, or any other major part or equipment necessary to operate safely on the highways;

2.18.4. Off-road vehicle (not street licensed) other than GOLF CART or GOLF CAR;

2.18.5. UNAUTHORIZED VEHICLE: Use of a motor vehicle in the community without consent of Mutual Eight;

2.18.6. UNREGISTERED VEHICLE: no current valid State registration; or

2.18.7. Vehicle designed to carry 12 (twelve) or more passengers.

EXCEPTION:

Buses or limousines to load or offload passengers with approval from the Security Department or Recreation Departments.

2.19. RECREATIONAL VEHICLE (RV)

A motor vehicle or trailer for recreational dwelling purposes; a motor home or other vehicle with a motor home body style which has its own motor power or is towed by another vehicle.

EXCEPTION:

Van camper conversions.

2.20. RESERVED PARKING

A parking location that is marked as such by a sign, or curb or pavement marking is set-aside for use only by the designated user(s).

2.21. RULES VIOLATION NOTICE (CITATION)

A written notification of a violation of GRF parking policies placed on the violating vehicle. This information is forwarded to the Mutual Eight President.

2.22. TRUST PROPERTY

All land operated by the GRF on behalf of the Mutuals.

2.23. TRUST STREETS

Streets with names.

2.24. UNASSIGNED PARKING

Not an ASSIGNED PARKING space.

2.25. UNAUTHORIZED VEHICLE

A vehicle not permitted to be on TRUST PROPERTY.

2.26. VEHICLE USED FOR RECREATION (VUFR)

Boats, boat trailers, all-terrain vehicles (ATVs), trailers used to transport ATVs.

COMMUNITY OPERATIONS

AMENDED DRAFT

RESIDENT REGULATIONS

Adoption of GRF Policy 1927-37 – Parking Rules

3. RULES FOR PARKING

3.1. PROHIBITED VEHICLES

3.1.1. No PROHIBITED VEHICLE shall be parked on TRUST PROPERTY.

3.1.2. At no time, shall any vehicle be parked on MUTUAL EIGHT PROPERTY if it is leaking any fluids.

EXCEPTION:

Clear Water

3.2. TEMPORARY PARKING PERMITS

3.2.1. The following Parking Permits are issued by Security Department

3.2.2. All Parking Permits must be displayed on dashboard of vehicle or on the king pin of a fifth wheel or the tongue of a trailer:

3.2.2.1. Shareholders/Member for use on rental or new vehicle**;**

3.2.2.2. Guest of Shareholders/Member;

3.2.2.3. Overnight Parking Permit at request of Share-holders/Member for Guest.

3.3. GENERAL PARKING RULES

3.3.1. Park Safely – At no time may a vehicle be parked in a manner creating a traffic hazard.

3.3.2. No animal or child is allowed to be left alone in any parked vehicle on MUTUAL EIGHT PROPERTY. Animal Control or Seal Beach Police will be called immediately in either circumstance.

3.3.3. Fire Hydrant – At no time may a vehicle be parked within 15 feet of a fire hydrant. Vehicles in violation are subject to immediate towaway at the owner's expense. (See Policy 7582 – Towing Vehicles).

3.3.4. Sidewalk – No vehicle may be parked with any portion of it on a sidewalk.

3.3.5. Off Pavement – At no time may a vehicle be parked with any portion of it off pavement.

DRAFT

COMMUNITY OPERATIONS

AMENDED DRAFT

RESIDENT REGULATIONS

Adoption of GRF Policy 1927-37 – Parking Rules

3.3.6. Curb or Parking Stall – Vehicles may park in a designated parking stall or along a curb or sidewalk, unless otherwise provided herein.

Vehicles on a two-way travel roadway must be parked with the passenger side wheels within 18 (eighteen) inches of the curb or sidewalk.

3.3.6.1. Vehicle must be parked completely within the marked boundaries of a parking space

3.3.6.2. A vehicle may be parked in a location that is not a marked stall; however, at no time may it be parked in a manner that creates a traffic hazard, interferes with other vehicle access, PEDESTRIAN traffic, or access to facilities or equipment.

3.3.6.3. Any vehicle without proof of current valid State registration may not be parked on MUTUAL EIGHT PROPERTY at any time.

3.3.6.4. Any vehicles without a GRF decal on windshield or pass displayed on the dash may not be parked on MUTUAL EIGHT PROPERTY.

3.3.6.5. Trailers not connected to a vehicle are not permitted to be parked on MUTUAL EIGHT PROPERTY.

Such trailers may be parked in the Permit section at Clubhouse 4 (four) only with a permit issued by the Security Department.

3.3.6.6. Pods, moving trailers or similar portable storage units are not permitted on MUTUAL EIGHT PROPERTY without Security Department authorization.

3.3.6.7. Vehicles in violation are subject to immediate tow away at owner's expense. (See Policy 7582 – Towing Vehicles).

3.4. PARKING ZONES

3.4.1. Red Zones – Vehicles in violation are subject to immediate tow away at owner's expense. (See Policy 7582 – Towing Vehicles).

3.4.1.1. Fire Hydrant or Fire Lane: No person shall park or leave standing any vehicle within 15 (fifteen) feet of a fire hydrant even if the curb is unpainted.

3.4.1.2. Non-Fire Lanes: A vehicle may not be left unattended.

3.4.1.3. Bus Stops: No person shall park or leave standing any vehicle within 30 (thirty) feet on bus stop side of the street to provide for loading and unloading of buses.

3.4.1.4. Drive-up Mail Boxes: No person shall park or leave unattended any vehicle within 15 (fifteen) feet of the mail box.

3.4.2. Blue Zone (Handicapped): Vehicles must display a valid, government-issued disabled (handicapped) license plate or placard.

3.4.3. Green Zone: Parking may not exceed time limit posted by sign or curb marking.

EXCEPTION:

Unlimited time parking in a Green Zone is permitted only when the vehicle is displaying a valid government-issued disabled (handicapped) license or placard.

3.4.4. White Zone: Passenger loading and unloading only. Time limit: 30 (thirty) minutes.

3.4.5. Yellow Zone: Commercial vehicle loading and unloading only: 30 (thirty) minutes.

3.4.6. Unpainted: Parking is permitted up to 72 (seventy-two) hours, unless otherwise restricted.

3.5. RESIDENT'S PARKING

A RESIDENT'S vehicle (not RV or VUFR) may be parked for no more than 72 (seventy-two) hours in one location without first notifying the Security Department.

3.5.1 Carports are for the use of Mutual Eight Shareholders and Registered Co-occupant. Use by anyone else is prohibited. Passenger vehicles are to be parked heading in, and shall be licensed and insured in compliance with Department of Motor Vehicles regulations. They shall also exhibit a current and valid Golden Rain Foundation identification decal issued by the Golden Rain Foundation and have current DMV registration tags.

3.6. NON-RESIDENT PARKING

NON-RESIDENT vehicles are not eligible for extended parking privileges without permit issued by the Security Department.

3.6.1. Any violation of this section may result in vehicle being towed at the owner's expense. (See Policy 7582 – Towing Vehicles).

3.6.2 **Carports are for the use of Mutual Eight Shareholders and Registered Co-occupant. Use by anyone else is prohibited. Passenger vehicles are to be parked heading in, and shall be licensed and insured in compliance with Department of Motor Vehicles regulations. They shall also exhibit a current and valid Golden Rain Foundation identification decal issued by the Golden Rain Foundation and have current DMV registration tags.**

3.7. CAREGIVER PARKING

A CAREGIVER may park on TRUST PROPERTY only when a CAREGIVER parking pass is displayed on the dashboard of the vehicle.

For Caregiver parking rights, the person must be registered with the GRF Stock Transfer office.

3.8. CONTRACTOR AND SERVICE VEHICLE PARKING

3.8.1. Contractors' vehicles must comply with all rules set forth herein and must not obstruct or park on the sidewalk.

3.8.2. Contractor and service vehicles, including personal vehicles driven by workers shall not be parked on MUTUAL EIGHT PROPERTY (TRUST STREETS included) overnight without a permit.

3.9. OVERNIGHT PARKING PERMITS

3.9.1. RESIDENT overnight parking is prohibited without a Security Department issued vehicle decal or Overnight Parking Permit.

3.9.2. COMMERCIAL VEHICLES, equipment, and materials utilized in authorized activities conducted for the Mutual, or its RESIDENTS overnight parking ~~is~~ **are** not permitted without an Overnight Parking Permit issued by the Security Department.

EXCEPTION:

COMMERCIAL VEHICLES parked in assigned rental spaces in Allen's Alley by Clubhouse 2 (Two).

3.9.3. The Overnight Parking Permit must be displayed face-up on the driver

side dashboard of the MOTOR VEHICLE, or prominently affixed to the front of trailers or equipment.

3.9.4. The following vehicles and equipment are prohibited from parking on TRUST STREETS at any time between the hours of 12:00 a.m. and 7:00 a.m. unless otherwise addressed in this policy.

3.9.4.1. Vehicle not displaying a valid GRF decal or Overnight Parking Permit.

3.9.4.2. Recreational Vehicle – except as provided below in Section 3.10 – "Recreational Vehicles Restrictions."

3.9.4.3. COMMERCIAL VEHICLE, construction/ maintenance equipment, storage and disposal units, building materials.

DRAFT

3.10. RECREATIONAL VEHICLES (RV) or VEHICLE USED FOR RECREATION (VUFR) RESTRICTIONS

An RV or VUFR may be parked on MUTUAL EIGHT PROPERTY only when meeting all of the following conditions:

3.10.1. RV parked at any MUTUAL EIGHT PROPERTY facility **MUST** have Security Department issued decal or a Parking Permit.

3.10.2. RV or VUFR is parked up to 48 (forty-eight) hours for the purpose of loading or unloading.

3.10.3. Other activities, such as sleeping or resting in the RV or VUFR, and vehicle maintenance are not allowed.

3.10.4. RV or VUFR must be parked with engine and accessory equipment (e.g. exterior lights, air conditioner, audio and video equipment) shut off.

The generator may ONLY be used between the hours of 8:00 a.m. and 8:00 p.m. while loading or unloading the vehicle.

3.10.5. Extensions such as slide-outs, tilt-outs, and awnings must be closed. Steps must not block the sidewalk.

3.10.6. RV or VUFR may not be attached to any external power supply.

3.10.7. Leveling jacks, if used, must include a base plate sufficient to prevent damage to pavement.

3.10.8. No animals or children are to be left unattended on or within any RV or VUFR at any time.

3.11. "FOR SALE" SIGNS

"For Sale" signage shall not be displayed on any vehicle on MUTUAL EIGHT PROPERTY.

3.12. REPAIRS

Vehicles may not be rebuilt or rehabilitated, major service may not be performed, and fluids may not be changed on any MUTUAL EIGHT PROPERTY.

3.13. WASHING

All washing of vehicles must be done at the car and RV washing areas behind Clubhouse 2 (Two). Vehicles must have a GRF decal.

EXCEPTION: NON-RESIDENTS shall not be permitted to wash their vehicle anywhere on MUTUAL EIGHT PROPERTY.

DRAFT

COMMUNITY OPERATIONS

AMENDED DRAFT

RESIDENT REGULATIONS

Adoption of GRF Policy 1927-37 – Parking Rules

4. TRUST PROPERTY PARKING AREAS

4.1. CLUBHOUSE ONE

4.1.1. Parking next to the Wood Shop is prohibited between 11:00 p.m. and 7:00 a.m.

4.1.2. Parking is prohibited between 11:00 p.m. and 7:00 a.m. in the spaces on the west side of the clubhouse (Burning Tree).

4.1.3. Parking is permitted up to 72 (seventy-two) hours in the lot across from the clubhouse next to the golf course.

4.2. CLUBHOUSE TWO

4.2.1. Parking next to the Wood Shop and car wash is prohibited between 11:00 p.m. and 7:00 a.m.

4.2.2. Parking is prohibited between 11:00 p.m. and 7:00 a.m. in the spaces on the east side of the clubhouse (El Dorado).

4.2.3. Parking is permitted up to 72 (seventy-two) hours in the lot between the clubhouse and the RV lot.

4.3. CLUBHOUSE THREE & FOUR

4.3.1. Permit Parking

The three (3) approved locations within the Clubhouse 4 (four) parking lot are for temporary RV and VUFR use, subject to the terms and conditions noted in this policy.

Available permit parking is limited. Spaces are allotted on a “first come first served” basis.

EXCEPTION:

The Radio Club Yellow Emergency Van

Innovative Cleaning Service Vehicles

DRAFT

COMMUNITY OPERATIONS

AMENDED DRAFT

RESIDENT REGULATIONS

Adoption of GRF Policy 1927-37 – Parking Rules

4.3.2. Identification

All RVs and VUFRs must be registered with the Security Department and display the Parking Permit in order to park in the noted locations. If the RV or VUFR does not have a windshield, the identification must be placed on the king pin of a fifth wheel or the tongue of a trailer.

4.3.3. RVs and VUFRs

4.3.3.1. Shareholders/Members and Guests may park a RV or VUFR temporarily in the noted locations for the purpose of loading and unloading, and preparing the vehicle for travel or storage subject to these Rules and Regulations of the GRF.

4.3.3.2. Notification – Shareholders/Members and Guests must notify Security Department immediately when entering the community with their RV or VUFR. This notification is required in order to park temporarily for a term as follows:

4.3.3.3. Maximum Consecutive Nights

DRAFT

Adoption of GRF Policy 1927-37 – Parking Rules

Shareholders/Members may park one (1) RV (and boat or trailer) or VUFR at a time temporarily in the approved location within the Clubhouse 4 (four) parking lot for a maximum of 21 (twenty-one) days at no charge. A second term will be allowed within twelve calendar months provided that the RV or VUFR has been out of the community for no less than one hundred eighty (180) days.

Guests may park one (1) RV (and boat or trailer) or VUFR at a time temporarily in the approved location within the Clubhouse 4 (four) parking lot for a maximum of 14 (fourteen) days at no charge. An additional 7 (seven) days are available with a fee. See section below. A second term will be allowed within twelve calendar months provided that the RV or VUFR has been out of the community for no less than one hundred eighty (180) days.

4.3.3.4. In the event of an unexpected medical and/or mechanical emergency the Security Chief, Deputy Security Chief or the Executive Director may grant a limited extension not to exceed 72 (seventy-two) hours.

EXCEPTION:

Watch Commander or Deputy Chief may grant extension until return of the Security Chief or Executive Director.

4.3.3.5. The Security Chief must make a monthly report of all permitted vehicles to the Security Bus and Traffic Committee (SBT).

4.3.3.6. Failure to comply may result in towing of the vehicle at the owner's expense.

4.3.4. Use of an RV or VUFR

4.3.4.1. Shareholders/Members and Guests may live in a RV or VUFR parked in the community for a maximum of seven (7) days. This includes sleeping, cooking or any other activities not associated with preparation of the vehicle for travel or storage.

4.3.4.2. No animal or child shall be left alone in a vehicle at any time.

4.3.5. Safety Requirements – All sections of the California Vehicle Code that are applicable to RVs and VUFRs shall be adhered to while parked in community.

4.3.6. Parking Fees for RV or VUFR

4.3.6.1. Shareholder/Member: Twenty-one (21) days – No Charge.

4.3.6.2. Guest of Shareholders/Member:

There is no charge for the first fourteen (14) days.

The following seven (7) days will be charged at rate of $20.00 per day.

4.3.6.3. Payment will be collected by the Security Department at the time the Parking Permit is issued. Checks only. All other types of payments will be made at the Finance Department.

4.3.6.4. A second term will be allowed within twelve calendar months provided that the RV or VUFR has been out of the community for no less than one hundred eighty (180) days.

4.4. BUILDING FIVE, CLUBHOUSE SIX, HEALTHCARE CENTER, ADMINISTRATION AND ALLEY

No overnight parking is permitted.

EXCEPTIONS:

Security Vehicles;

CARE ambulances;

Pharmacy delivery vehicles; ~~and~~

Two (2) Healthcare Vehicles;

24 Hour Nurse;

HCC Golf Cart;

GRF Vehicles; and

Innovative cleaning service vehicles.

4.5. AMPHITHEATER

4.5.1. No Shareholder/member may park in any space marked for "Staff" or HCC between the hours of 7am to 6pm, Monday to Friday.

4.5.2. The parking space designated for the HCC 24-Hour Nurse may never be used by anyone else except that employee and the HCC Golf Cart.

5. BICYCLES/TRICYCLES

BICYCLES or TRICYCLES may not be parked in any manner interfering with foot or vehicle traffic. Bicycles must be parked utilizing parking racks where provided. Mutual Eight is not liable for damaged, lost or stolen property.

Attended BICYCLES or TRICYCLES may be parked off pavement, but only in such a manner as not to damage landscaping.

Parking on a sidewalk is prohibited.

6. TOWING

The Security Department will take steps to identify the owner and make contact. Failure to contact the vehicle owner shall not affect the ability of Mutual Eight to tow any vehicle in violation of these rules or posted signage.

6.1. Immediate Towing Situation

A vehicle parked in either Red Zone “Fire Lane” or “Fire Hydrant.”

6.2. Red Ticket Towing Notice

The vehicle has been issued a notice of parking violation, and 96 hours have elapsed since the issuance of that notice.

7. DUE PROCESS

Due Process is a set of procedures of increasing stages of formality and associated additional costs to both parties.

7.1. Internal Dispute Resolution (IDR) Process

7.1.1. Person charged with the violation (Violator) can pay the fine. The citation has the fines for parking violations on the reverse side of the form.

7.1.2. The Violator has the right to contest the "rules violation" in writing to the Parking Rules and Violations Panel (PRV) within ten (10)

business days of the date of the violation,

7.1.3. A hearing will be scheduled by the PRV of Mutual Eight.

7.1.4. Violator may submit a response in writing within ten (10) business days of the violation to the PRV, if they are unable to attend the hearing.

7.1.5. The PRV must be notified ten (10) business days prior to the hearing if interpreter's services are needed and the language required.

7.1.6. Shareholders/Members will be notified in writing of the results of the hearing within 15 business days.

7.2. Notice of Hearing

The written RULES VIOLATION NOTICE (Citation) serves as written notice of the violation and hearing (Civ. Code §5855). The following items will be set forth in the written Violation of Rules:

7.2.1. Description of violation, including time of violation and location and possible penalties (including possible monetary penalties); and

7.2.2. Hearing date, time, and location of Hearing.

7.3. Notice Handout

This document supplements the Citation and must contain the following:

7.3.1. The date, time, and place of the hearing;

7.3.2. The nature of the alleged violation (including the date/time and location) for which a member may be disciplined;

7.3.3. A statement that the member has a right to attend the hearing and present evidence. (Civ. Code §5855(b).);

7.3.4. Notification that a "Failure to Respond" will acknowledge acceptance of the violation and the corresponding fine may be imposed; and

7.3.5. A section to indicate the need for an interpreter and the language requested. The PRV must be notified at least ten (10) business days prior to the hearing if the Shareholder/member will bring an interpreter.

7.4. Extensions

The Shareholders/Member may request one extension of the panel hearing under these following circumstances:

7.4.1. An extension of Hearing date at least 48 (forty-eight) hours prior to the scheduled PRV hearing with no explanation;

7.4.2. An extension for medical, health or family issues;

7.4.3. The written notification to the PRV panel that the Violator is bringing a lawyer. This will require a minimum 30-day extension to insure PRV attorney will be present, or

7.4.4. A second extension may be granted by the PRV.

7.5. PRV Hearing

7.5.1. Defense - The Shareholders/Member has the right to examine and refute evidence. The photos may be viewed in the Security Office by appointment. The Security Department will have a representative present to explain all relevant information and evidence. This may include questions during the hearing. Members also have the right to submit their defense in writing rather than make an appearance before the PRV. (Corp. Code §7341(c)(3).)

7.5.2. Lawyers - The Shareholders/Member has a "right" to bring a lawyer to represent them in an IDR hearing. The Shareholder/Member must provide a 30-day written notification to the Panel. The Shareholder/Member may bring an Observer or interpreter.

7.5.3. The Panel Session is a closed meeting. Hearings will be held in executive session. The Shareholder/Member may request an open hearing.

7.5.4. If the Shareholders/Member does not appear at the scheduled meeting without prior notification to the Panel, this will be accepted as agreement by the Shareholders/Member of the validity of the violation and the appropriate fine may be assessed.

7.6. Post-Hearing Due Process

7.6.1. Findings - The PRV panel shall make "findings" to support the panel's decision regarding the alleged violation. Findings may allow for vacating the citation.

7.6.2. The fine is reasonable and rationally related to the operations of the association. The session will include violation number and results of hearing.

7.6.3. Notice of Decision. Notice of the panel's decision must be given by first-class mail within 15 business days following the PRV's decision (Civ. Code §5855(c); Corp. Code §7341(c)(2).) The letter of decision shall include the panel's findings.

7.7. The PRV Panel

7.7.1. GRF must have a published enforcement policy in place as required by law.

7.7.2. Panel will meet on a to-be-arranged basis.

7.7.3. A second meeting will be scheduled if the volume of hearing requests is too large; it will meet on the 4th Wednesday at 1:00 p.m. in Conference Room B.

EXCEPTION:

7.7.3.1. Contractors will be adjudicated by the Facilities Director.

7.7.3.2. Health Care Center (HCC) employees will be adjudicated by HCC management.

7.7.3.3. GRF employees will be adjudicated by GRF Human Resources Department.

DRAFT

COMMUNITY OPERATIONS

AMENDED DRAFT

RESIDENT REGULATIONS

Adoption of GRF Policy 1927-37 – Parking Rules

FEES (FINES) FOR PARKING RULES VIOLATIONS ON MUTUAL EIGHT AND TRUST PROPERTY

The following Parking Rules are strictly enforced and are applicable to all persons controlling or operating vehicles on any PROPERTY regulated by Mutual Eight. This also refers to the streets, sidewalks, parking areas, clubhouses, grounds, and other amenities overseen by GRF.

Per the Occupancy Agreements all Shareholders/Members are solely responsible for the actions of their guests and employees; therefore they are solely responsible for the fines and penalties incurred by their guests or employees.

GRF vehicles are exempted from these policies when appropriate, such as maintenance or security vehicles assisting first responders or providing emergency services to a Shareholders/Member unit.

1. FINES FOR PARKING VIOLATIONS

Fee explanations for Fine table below:

1.1 Any animal or child left unattended in a vehicle will be reported immediately to Animal Control or Seal Beach Police.

1.2 First Offense

The first offense may result in either a Fix-It citation, a verbal warning from a Director, a Fine or the vehicle being towed. See table below.

A Fix-It citation allows 30 days for resolving the problem.

The fine may be waived by the PRV Panel.

1.3 Additional citations may be issued after each 24-hour period.

1.4 After the fourth RV or VUFR violation all RV or VUFR parking privileges are suspended for twelve (12) months beginning with the date of the fourth infraction.

DRAFT

COMMUNITY OPERATIONS

AMENDED DRAFT

RESIDENT REGULATIONS

Adoption of GRF Policy 1927-37 – Parking Rules

Violation	1st	2nd and Subsequent
1. Assigned Parking Space or restricted parking Space	**25.00**	**25.00**
2. Blocking Crosswalk (not applicable to Mutual Eight)	**25.00**	**25.00**
3. Expired or Invalid State Vehicle Registration*	**50.00**	**50.00**
4. Flat Tires	**Fix-It**	**25.00**
5. "For Sale" sign on Vehicle	**20.00**	**20.00**
6. Handicap Parking without Placard or Handicap ID Displayed	**100.00***	**200.00**
7. Hazardous Materials Leaking	**50.00**	**50.00**
8. Limited Time Parking	**20.00**	**20.00**
9. Maintenance or Repair	**25.00**	**25.00**
10. No Valid GRF Vehicle Decal or Parking Permit Displayed	**20.00**	**20.00**
11. Parked on Sidewalk or Grass	**25.00**	**25.00**
12. RED ZONE: Bus Stop	**25.00**	**25.00**
13. RED ZONE: Fire Hydrant	**100.00**	**200.00**
14. RED ZONE: Mail Box (not applicable to Mutual Eight)	**25.00**	**25.00**
15. RV or VUFR - Generator Running 8pm – 8am		**50.00**
16. RV or VUFR - Jack Support: None or Inadequate	**50.00**	**50.00**
17. RV or VUFR Parked Over 72 (Seventy-Two) Hours on TRUST STREET	**40.00**	**40.00**
18. Washing any vehicle on Trust Property (except Car Wash areas)	**20.00**	**20.00**
19. Washing a Non-resident Vehicle at Car Wash	**20.00**	**20.00**

* Fine will be waived on first offense if placard and/or paperwork that was current at time of Citation is presented. The Security Services Director has the right to waive the first offence fine if needed paperwork is presented to them.

MUTUAL EIGHT:	ADOPTION	AMENDMENTS
	04-24-17	12-19-17

THIS PAGE LEFT INTENTIONALLY BLANK

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: RATIFY POSTED/AMENDED POLICY 7406.08 – ENCROACHMENT ONTO COMMON AREAS FOR PRIVATE USE OF SHAREHOLDER (UNFINISHED BUSINESS ITEM E)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

At the January 22, 2018 Board Meeting Policy 7406.08 – Encroachment onto Common Areas for Private Use of Shareholder was amended and the 30-day posting requirement has been met (attached).

I move to ratify amended/posted Policy 7406 – Encroachment onto Common Areas for Private Use of Shareholder

MUTUAL OPERATIONS

AMENDED DRAFT

PHYSICAL PROPERTY

Encroachment onto Common Areas for Exclusive Private Use of Shareholder – Mutual Eight

Mutual Eight limits Exclusive Private Use of Common Area to the following terms and conditions:

1. Exemptions:

   A. One entry walkway not to exceed 48 inches in width (6-inch decorative ribbon allowed on each side for maximum width of 60 inches) from a public sidewalk, or as required by the Uniform Building Code.
   B. A garden area of up to ~~36~~ **48** inches from the original apartment wall in front of and at the end of the apartment. Where a sidewalk or retaining wall is 72 inches or less from the original apartment wall, the shareholder may have all garden area or all grass.
   C. One pad for an air conditioner/heat pump installed within 36 inches of the original apartment wall, or as required by Uniform Building Code. See Policy 7402.2.8.
   D. One additional single door stoop up to 36 inches deep from original apartment wall, or as required by Uniform Building Code.
   E. Up to four bay windows with the outside wall no more than 20 inches deep from original apartment wall.

2. Approvals:

   A. Any proposed exclusive private use of common area must be approved by the Mutual Eight Board and permitted by GRF under the following conditions:

      i. A request describing the proposed exclusive use area must be made in writing to the Board via the GRF Physical Property Department supported by acceptable drawings, photos, and specifications meeting all Mutual, GRF, and city of Seal Beach requirements, setting out all specifics of the request, dimensions and the square footage needed in order for the Board to consider the request.
      ii. Request must set out all legal information identifying the shareholder, the location of the apartment, the specific location of the encroachment, and specific use/reason for the encroachment.
      iii. As condition of approval, the shareholder must agree to Terms and Conditions of the Addendum to the Occupancy Agreement as set out in paragraph 3 below.

3. The Addendum to the Occupancy Agreement:

(Draft created 11-28-17 cd)
(amended draft created on 01/22/18 ka)

MUTUAL OPERATIONS

AMENDED DRAFT

PHYSICAL PROPERTY

Encroachment onto Common Areas for Exclusive Private Use of Shareholder – Mutual Eight

A. The shareholder must complete and have an approved and signed Addendum (signed by both the shareholder and Board) and which has been delivered to the Stock Transfer Department before any construction or removal begins.

B. The Addendum shall provide the following information and/or agreements:
   i. Terms and conditions of use;
   ii. Amount of square footage;
   iii. Agreement to provide liability insurance;
   iv. The amount of the original assessment for Exclusive Private Use and the start date of such exclusive use;
      a. Calculation of Assessment: the original monthly assessment will be the square footage requested times the square foot value assigned by the latest Orange County Tax Assessor valuation times 10 percent (10%) ROI divided by 12 months. All assessments for Exclusive Private Use may be recalculated starting on the first day of each new decade by the GRF Finance Department.
      b. Start Date: The start date is conditioned on an understanding that it may be delayed. Any changes or alterations will require Mutual Eight Board approval;
      a. An agreement to maintain the Exclusive Private Use area: If the Exclusive Private Use area is not maintained to exceed or match surrounding area, the Board may cancel the Exclusive Private Use approval and terminate the Addendum to the Occupancy Agreement and restore the area to match similar common area at the shareholder's expense.
   v. Agreement that the encroachment must be removed at selling; shareholder's expense unless buying shareholder agrees to execute a new Addendum to the Occupancy Agreement assuming all liability.

4.Existing Encroachments:

A. Pre-January 22, 2007, Encroachments: Any encroachment added before January 22, 2007, (the original date of this policy) or previously permitted by GRF will be allowed to remain until there is a sale, request for alteration, or transfer of stock. On resale, a request for alteration, or transfer, the shareholder must remove the encroachment, restoring the common area to a condition as good as similar common area as determined by the Mutual Eight Board, or the shareholder or new

shareholder must enter into a Board-approved Addendum to the Occupancy Agreement for Exclusive Private Use of the common area at issue under the terms and conditions set out in paragraph 3 above.

B. Post-January 22, 2007, Encroachments: The shareholder must remove any encroachment added without a permit from GRF or approval of the Mutual Eight Board after January 22, 2007 (original date of this policy), within 90 days of notification of the violation by the Mutual Eight Board of Directors or GRF (the management company). In the event the encroachment was not approved by the Mutual Eight Board or permitted by GRF, the shareholder may agree to execute, with Mutual Eight Board approval, an Addendum to the Occupancy Agreement under the terms and conditions set out in paragraph 3 above. In all cases, on resale, a request for alteration, or transfer, the shareholder must remove the encroachment, restoring the common area to a condition as good as similar common area as determined by the Mutual Eight Board, or the shareholder or new shareholder must enter into a Board-approved Addendum to the Occupancy Agreement for Exclusive Private Use of the common area at issue.

5. Encroachments:

The following is a non-exclusive list of common area encroachments: expanded garden areas, extra doorway stoops, extra walkways, patios or patio-like areas, golf cart parking pads, extra wide entry walkways, and any other unapproved use of common area**, with the exception of DMV designated disability golf cart pad**.

Shareholder Signature: _____ Date: _____

Shareholder Signature: _____ Date: _____

Original to Stock Transfer Corporate File

MUTUAL ADOPTION **AMENDMENTS**
EIGHT: 01-22-07 10-27-14

(Draft created 11-28-17 cd)
(amended draft created on 01/22/18 ka)

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: PROPERTY TAX POSTPONEMENT APPLICATION (NEW BUSINESS ITEM)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

At the August 28, 2017, Board Meeting the Mutual Eight Board of Directors passed the following resolution: *RESOLVED, That Mutual Eight does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax statement, effective 2017-2018*

I move to approve/deny that Mutual Eight does not support or authorize the signing of the Proerty Tax Postponement Appplication from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax statement.

THIS PAGE LEFT INTENTIONALLY BLANK

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: VOTE TO APPROVE/DENY PROPOSAL FROM BRIGHTVIEW LANDSCAPE SERVICES FOR NEW TREE INSTALLATION (NEW BUSINESS ITEM B)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

One June 25, 2018, the Mutual 8 Board of Directors will discuss and vote on a proposal from BrightView Landscape Services for New Tree Installation (attached).

I move to approve/deny the Proposal from BrightView Landscape Services for installation of new trees, in the amount of $6,036.55.

Proposal for Extra Work at Mutual Eight

Property Name	Mutual Eight	Contact	Camille Thompson
Property Address	Golden Rain Road Seal Beach , CA 90740	To	Diane Schultze - Mutual Eight
		Billing Address	POB 3519 Seal Beach , CA 90740

Project Name: New Trees Installation

Project Description: Install New Trees in locations provided at Town Hall Meeting

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
2.00	EACH	24" Austrailian Willow at 181J (in the greenbelt) and 189I	$340.15	$680.30
3.00	EACH	24" Crape Myrtle for 180G and 179C and 179I	$371.53	$1,114.59
1.00	EACH	24" African Tulip Tree	$410.93	$410.93
4.00	EACH	24" Rosebud Trees at 202E and various locations per Camille	$436.79	$1,747.14
1.00	EACH	24" Firewheel for 181J	$421.70	$421.70
1.00	EACH	24" Mexican Sycamore	$431.53	$431.53
1.00	EACH	Orchid Tree (Pink) for 189C	$476.79	$476.79
2.00	EACH	Western Tea Myrtle (as per Camille)	$376.79	$753.57

Images

austrailian willow

african tulip

THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by BrightView Landscape Services, Inc.

1960 South Yale Street, Santa Ana, CA 92704 ph. (714) 546-7843 fax (714) 546-7295

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.

2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.

3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.

4. **Taxes**: Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.

5. **Insurance**: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/ Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with $1,000,000 limit of liability.

6. **Liability**: Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.

7. **Subcontractors**: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.

8. **Additional Services**: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.

9. **Access to Jobsite**: Client/Owner shall provide all utilities to perform the work. Client/Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.

10. **Invoicing**: Client/Owner shall make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event the schedule for the completion of the work shall require more than thirty (30) days, a progress bill will be presented by month end and shall be paid within fifteen (15) days upon receipt of invoice.

11. **Termination**: This Work Order may be terminated by the either party with or without cause, upon seven (7) work days advance written notice. Client/Owner will be required to pay for all materials purchased and work completed to the date of termination and reasonable charges incurred in demobilizing.

12. **Assignment**: The Owner/Client and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Owner/Client nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.

13. **Disclaimer**: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

14. **Cancellation**: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Client/Owner will be liable for a minimum travel charge of $150.00 and billed to Client/Owner.

The following sections shall apply where Contractor provides Customer with tree care services:

15. **Tree & Stump Removal**: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Client/Owner. Defined backfill and landscape material may be specified. Client/Owner shall be responsible for contacting Underground Service Alert to locate underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Client/Owner's expense.

16. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (international Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing. If payment has not been received by BrightView within fifteen (15) days after billing, BrightView shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 30 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

	Landscape Chairman
Signature	Title
Camille Thompson	March 30, 2018
Printed Name	Date

BrightView Landscape Services, Inc. "BrightView"

	Associate Acct Mgr Exteric Interior
Signature	Title
Lisa Kohlenberger	March 30, 2018
Printed Name	Date

Job #: 320800171 Proposed Price: **$6,036.55**

SO # 6587074

THIS PAGE LEFT INTENTIONALLY BLANK

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: VOTE TO APPROVE/DENY PROPOSAL FROM BRIGHTVIEW LANDSCAPE SERVICES FOR TREE TRIMMING (NEW BUSINESS ITEM C)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

One June 25, 2018, the Mutual 8 Board of Directors will discuss and vote on a proposal from BrightView Landscape Services for Tree Trimming.

I move to approve/deny the Proposal from BrightView Landscape Services for Tree Trimming.

THIS PAGE LEFT INTENTIONALLY BLANK

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: VOTE TO APPROVE/DENY SOUTHERN CALIFORNIA EDISON TRIMMING EMERGENCY PROJECT (NEW BUSINESS ITEM D)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

I move to approve/deny the Southern California Edison Trimming Emergency Project.

THIS PAGE LEFT INTENTIONALLY BLANK

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: CONTRACTOR'S BAN IN MUTUAL EIGHT (NEW BUSINESS ITEM E)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

At the June 25, 2018 Board Meeting, the Mutual Board of Directors will vote to ban Contractor(s) from performing any and all services in Mutual Eight.

I move that effective immediately, DNB Construction aka DNG Constructon be banned from performing any and all services in Mutual Eight

THIS PAGE LEFT INTENTIONALLY BLANK

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AMENDING POLICY 7525 – WITHDRAW INSPECTION PROCESS FEE (NEW BUSINESS ITEM F)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

At the June 25, 2018, Board Meeting, the Board of Directors will vote to amend Policy 7525 – Withdraw Inspection Process Fee (attached).

I move to amend Policy 7525 – Withdraw Inspection Process Fee on a preliminary basis until the 30-day posting period is completed.

MUTUAL OPERATIONS

SHAREHOLDER REGULATIONS **AMEND DRAFT**

Withdrawal Inspection Process Fee

RESOLUTION:

That Mutual No. _____ will charge a fee **(refer to table below)** for the inspection process when a share of stock is listed for sale, effective _____ **(see below)**.

MUTUAL AND ADOPTION		AMENDED/AMT	EFFECTIVE DATE
ONE:	01 Aug 89/$500		
TWO:	01 Aug 89/$500		
THREE:	01 Aug 89	04-12-13/$1,000	05-01-13
FOUR:	01 Aug 89	09-14-16/$1,000	09-14-16
FIVE:	01 Aug 89	08-19-15/$1,000	08-19-15
SIX:	01 Aug 89		
SEVEN:	01 Aug 89	11-16-16/$1,200	11-16-16
EIGHT:	01 Aug 89	07-22-13/$1,000	07-23-13
NINE:	01 Aug 89	03-13-13/$1,000	04-01-13
TEN:	01 Aug 89	08-27-14/$1,000	08-27-14
ELEVEN:	01 Aug 89	09-17-15/$1,000	09-17-15
TWELVE:	01 Aug 89	11-12-15/$1,000	11-12-15
FOURTEEN:	01 Aug 89	11-17-15/$1,200	11-17-15
FIFTEEN:	01 Aug 89	04-15-13/$1,000	05-01-13
		08-22-17 $1,500	10-16-17
SIXTEEN:	01 Aug 89	03-18-13/$1,000	04-01-13
SEVENTEEN:	Not Applicable		

Mutual Ten reposted to membership 02-28-18
Mutual Eleven reposted to membership 03-15-18
Mutual Fourteen: reposted to membership 02-20-18
Mutual Five: reposted to membership 04-18-18
Mutual Twelve: reposted to membership 03-08-18

~~(May 18)~~
(draft created on 6-18-18 jp)

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPOINT A MUTUAL EIGHTLANDSCAPE ADVISORY DIRECTOR (NEW BUSINESS ITEM G)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

I move to appoint _____ as the new Mutual Eight Landscape Advisory Director for the 2018-2019 term.

THIS PAGE LEFT INTENTIONALLY BLANK

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: VOTE TO APPROVE/DENY HOTLINE PHONE NUMBER AND FEES (NEW BUSINESS ITEM H)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

I move to approve/deny the Mutual Eight Hotline Phone Number and Fees, at a cost not to exceed $9.25 per month

THIS PAGE LEFT INTENTIONALLY BLANK

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AMENDING POLICY 7403.08 – BUILDING PERMIT SIGNATURES – (NEW BUSINESS ITEM I)
DATE: JUNE 25, 2018
CC: MUTUAL FILE

At the June 25, 2018, Board Meeting, the Board of Directors will vote to amend Policy 7403.08 – Building Permit Signatures (attached).

I move to amend Policy 7403.08 – Building Permit Signatures on a preliminary basis until the 30-day posting period is completed.

MUTUAL OPERATIONS

ADMINISTRATIVE SERVICES **AMENDED DRAFT MU. 8**

Listing Inspections - Mutual Eight ~~All Mutuals Except Mutual 09~~

The present Occupancy Agreement requires that prospective sellers of Mutual stock obtain Board Waiver of Option before the stock is listed for sale. The Board of Directors of this Corporation requests that any Broker accepting a listing of stock complete the following steps before this listing is executed:

1. Deliver to the stock owner, who is requesting the listing, a copy of the Mutual Waiver of Option form. Notify the shareholder that this form must be executed by the Mutual Corporation before the listing can be taken.

2. Explain to prospective seller that a listing inspection will be made. Give the shareholder a blank copy of the inspection form.

3. Upon completion of the inspection, a copy of the completed inspection form will be sent to the seller.

4. When the prospective seller receives the completed inspection form, he/she should contact the Sales Representative that initially made contact and supplied the listing form.

Nuisance Policy

According to the US Surgeon General, there is no safe level to the dangers of second hand Smoking. The CDC reports 480,000 die each year from smoking, 41,000 attributed to second hand smoking. Second hand smoke kills.

Second hand marijuana smoking has not been as extensively tested as cigarettes, but preliminary information shows it is harmful to the lungs, the heart, and the blood vessels.

The Occupancy Agreement indicates that all residents have a right to a peaceful living arrangement.

There may also be other noxious smells originating from one unit that disturb peaceful living.

Therefore:

1. All new residents who smoke any product shall have their unit insulated at the close of escrow, paid for by the new residents.
2. Any resident who currently smokes shall have their unit insulated at their cost.
3. There shall be no smoking of any kind on a patio that is not enclosed and insulated.

(draft created on 6-19-20)
~~(Nov 17)~~

MUTUAL OPERATIONS

ADMINISTRATIVE SERVICES **AMENDED DRAFT MU. 8**

Listing Inspections - Mutual Eight ~~All Mutuals Except Mutual 09~~

4. Any resident judged to emit noxious odors by a team of inspectors shall, at their expense, have their unit insulated.
5. In no case, shall the Mutual pay to insulate a unit to provide peaceful living to other residents.

MUTUAL ADOPTION

~~ONE:~~	~~27 May 82~~	~~NINE:~~	~~12 Apr 82 (see Policy 7708.09)~~
~~TWO:~~	~~01 Apr 82~~	~~TEN:~~	~~25 Mar 82~~
~~THREE:~~	~~09 Apr 82~~	~~ELEVEN:~~	~~15 Apr 82~~
~~FOUR:~~	~~21 Apr 82~~	~~TWELVE:~~	~~08 Apr 82~~
~~FIVE:~~	~~21 Apr 82~~	~~FOURTEEN:~~	~~26 Mar 82~~
~~SIX:~~	~~26 Mar 82~~	~~FIFTEEN:~~	~~19 Apr 82~~
~~SEVEN:~~	~~20 Aug 82~~	~~SIXTEEN:~~	~~09 Sept 82~~
~~EIGHT:~~	~~26 Apr 82~~	~~SEVENTEEN:~~	~~Not Applicable~~
	ADOPTED:		AMENDED:
EIGHT:			

(draft created on 6-19-20)
~~(Nov 17)~~

MUTUAL OPERATIONS

ADMINISTRATIVE SERVICES **AMENDED DRAFT MU. 8**

Listing Inspections - Mutual Eight ~~All Mutuals Except Mutual 09~~

4. Any resident judged to emit noxious odors by a team of inspectors shall, at their expense, have their unit insulated.
5. In no case, shall the Mutual pay to insulate a unit to provide peaceful living to other residents.

MUTUAL ADOPTION

~~ONE:~~	~~27 May 82~~	~~NINE:~~	~~12 Apr 82 (see Policy 7708.09)~~
~~TWO:~~	~~01 Apr 82~~	~~TEN:~~	~~25 Mar 82~~
~~THREE:~~	~~09 Apr 82~~	~~ELEVEN:~~	~~15 Apr 82~~
~~FOUR:~~	~~21 Apr 82~~	~~TWELVE:~~	~~08 Apr 82~~
~~FIVE:~~	~~21 Apr 82~~	~~FOURTEEN:~~	~~26 Mar 82~~
~~SIX:~~	~~26 Mar 82~~	~~FIFTEEN:~~	~~19 Apr 82~~
~~SEVEN:~~	~~20 Aug 82~~	~~SIXTEEN:~~	~~09 Sept 82~~
~~EIGHT:~~	~~26 Apr 82~~	~~SEVENTEEN:~~	~~Not Applicable~~
	ADOPTED:		AMENDED:
EIGHT:			

(draft created on 6-19-20)
~~(Nov 17)~~

Mutual Corporation
Seal Beach Mutual No. Eight
Board Member Code of Conduct

The Board Member Code of Conduct has been adopted to guide individual board members in a direction that is best for the organization. Accordingly, individual board members should:

- Understand, power resides with the "Board" not individual board members
- Maintain the confidentiality of executive session information
- Put personal interests aside and advance the best interests of the association
- Respect, abide by, and carry out the decisions of the majority of the board
  - The expertise of individual board members will be used to enhance the board's understanding of issues but will not be substituted for the judgment of the board
- Treat fellow directors, homeowners, management and vendors with respect
- Become familiar with the governing documents
- Be fully prepared for board meetings
  - Engage in board discussions prepared and with an objective, open mind
  - Provide a monthly report to be incorporated with the minutes, if applicable
  - Allow actions that are required by the governing documents or law
- Monitor appropriately by internal and external reports as well as observation to ensure policies are being met
- Subscribe to the Business Judgment Rule
  - Duties are performed in good faith
  - Duties are performed in a manner believed to be in the best interests of the association
  - Duties are performed with such care, including reasonable inquiry as an ordinary prudent person in a like position would use under similar circumstances
- Maintain current assessment payments and comply with the rules and regulations so as to remain in good standing
- Avoid any conflict of interest
  - If licensed and bidding on a job, said board member shall recuse himself or herself from discussions and decision

Additionally, the Board as an entity shall:

- Be as open as possible in the process of conducting its business
- Not allow any individual member, managing agent or vendor to be harassed by any individual member of the board or membership
- Allow no officer, individual or board committee to prevent the board from fulfilling its commitments
- Not allow any provision of law or the governing documents to be unfulfilled
- Present a united front for all Board decisions

Signature:_____ Date:_____

Print Name:_____