

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
August 27, 2018
Open Forum begins at 9:00 a.m. - Meeting begins at 9:30 a.m.
Building Five Conference Room B

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
Mrs. Aquino, Recording Secretary

5. APPROVAL OF MINUTES:
Regular Meeting Minutes of July 23, 2018
Special Meeting Minutes of August 13, 2018 (p. 3)
6. BUILDING INSPECTOR'S REPORT Mr. Swordes
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and
Mutual Requests (p. 4-5)
7. GRF REPRESENTATIVE Mrs. Fekjar
8. **UNFINISHED BUSINESS**
 - a. Discuss to further amend Policy 7708.08 – Listing Inspections (p. 6-7)
 - b. Discuss and vote to ratify amended/posted Policy 7525 – Withdrawal Inspection Process Fee (p. 8-9)
 - c. Discuss and vote to ratify amended/posted Policy 7502.08 – Carport Regulations (p. 10-17)
 - d. Discuss and vote to ratify amended/posted Policy 7406.08 – Common Areas for Exclusive Private Use of Shareholder (p. 18-22)
 - e. Update Budget Preview and Reserves Preview Report
 - f. Discuss and vote to approve/deny Mutual Eight Park at 189 A–L (p. 23)
 - g. Discuss and vote to approve/deny Mutual Eight Park at 204 A (p. 24)
9. **NEW BUSINESS**
 - a. Discuss and vote to approve/deny Building repair Unit 177–I (p. 25)
 - b. Discuss and vote to approve/deny to rescind the Moratorium on Encroachment (p. 26)
 - c. Discuss Website Feedback – Report on update website

STAFF BREAK BY 11:00 a.m.

NEW BUSINESS (continued)

- d. Discuss restatement of Bylaws revision #2 – BOD response by 9/24/18 (draft form). Community response November/March 2019 (Town Halls)
- e. Discussion and update potential Town Hall Meeting Dates
- f. Discussion Vacant Units—create list for October, January, April and July 2019
- g. Discussion review of Fire Safety Report
- h. Discuss and vote to approve/deny Mr. C's Towing agreement for 2018-2019 (p. 27)
- i. Discuss and vote to approve/deny amount of additional guest passes for 2019 (p. 28)
- j. Discuss and vote to adopt Policy 7490.pb.08 – Payment and Performance Bond (p. 29-30)

- 10. SECRETARY / CORRESPONDENCE Ms. Dolch
- 11. CHIEF FINANCIAL OFFICERS REPORT Mr. Park
- 12. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
- 13. ANNOUNCEMENTS
 - a. NEXT MEETING:
Monday September 24, 2018 at 9:00 a.m. Building Five, Conference Room B
- 14. COMMITTEE REPORTS
- 15. DIRECTORS' COMMENTS
- 16. SHAREHOLDER(S)' COMMENTS (2-3 MINUTES)
- 17. ADJOURNMENT
- 18. EXECUTIVE SESSION

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

**MINUTES OF THE SPECIAL (AGENDA) MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
August 13, 2018**

A Special Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Thompson at 9:00 a.m. on Monday, August 13, 2018, in Building 5, Conference Room C.

Those members present were: President Thompson, Vice President Berg, CFO Park, Secretary Dolch, and Director Banfield. Also present were Nine Mutual Eight Shareholders.

The purpose of the meeting was to discuss agenda items for the August 27, 2018 Regular Monthly Board Meeting.

President Thompson adjourned the meeting at 12:15 p.m.

Attest: Jeri Dolch, Secretary
SEAL BEACH MUTUAL EIGHT
ka:08/19/18

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(08) EIGHT**

INSPECTOR: **ROBERT SWORDES**

MUTUAL BOARD MEETING DATE: **AUGUST 27TH, 2018**

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
192 G	total remodel	yes	04/23/18	09/30/18	no	6/6/18 shear walls	Kress
192 G	total remodel	yes	04/23/18	09/30/18	no	6/18/18 pl/el/frame	Kress
198 A	microwave	yes	05/01/18	05/20/18	no	7/6/18 final	Real McCoy
205 F	heatpump/attic access/2.5ton	yes	07/10/18	10/11/18	no	8/9/18 final	Greenwood
196 A	4 windows/one sliding door	yes	07/13/18	08/30/18	no		Seascape Enterprises
191 H	A/C 12,000 btu Fujitsu	yes	07/16/18	07/24/18	no	7/30/18 final	Alpine
184 F	carport cabinets	GRF	07/16/18	08/30/18	no		J & J Construction
186 J	kitchen remodel	yes	05/02/18	08/31/18	no	7/18/18 final	Los Al Builders
191 D	dual zone heat pump	yes	07/25/18		no		Greenwood
203 i	A/C and heat pump	yes	07/23/18	10/31/18	no	8/10/18 final	Greenwood
203 K	A/C and heat pump	yes	07/23/18		no		Greenwood
186 G	granite kitchen countertop	yes	07/25/18	08/30/18	no	8/9/18 final	Nationwide Painting
195 A	6 windows/screens/entry door	yes	06/22/18	07/29/18	no	8/2/18 final	Swenman Company
200 L	A/C 12,000 btu Fujitsu	yes			no	8/6/18 final	Alpine
187 H	bedroom extend/remodel	yes	05/25/18	08/31/18	no	8/9/18 foundation	Roberts construction
200 G	remodel	yes	06/26/18	12/28/18	no	8/9/18 plumb rough	LW Décor
193 H	A/C 2.5 ton/concrete base	yes	08/03/18	12/05/18	no		Greenwood
180 A	bathroom remodel	yes	08/03/18	10/31/18	no		Los Al Builders
203 A	kit/bth counters/flooring	yes	08/06/18	10/15/18	no		Mamuschia
185 i	heat pump/concrete base	yes	08/03/18	12/04/18	no		Greenwood
194 F	micro/fans/electrical/moulding	yes	06/26/18	12/24/18	no	8/13/18 final	LW Décor
192 A	vinyl sheet/floor	yes	08/09/18	08/31/18	no	8/14/18 final	Cornerstone
195 L	A/C 12,000 btu Fujitsu	yes	07/19/18	10/30/18	no	8/7/18 final	Greenwood

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	4/26/2018	6/18/2018	
200 G		11/16/2017	04/05/18	4/12/2018	4/25/2018	6/22/2018	
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	7/25/2018	
204 D		2/7/2018	06/01/18	6/1/2018	6/8/2018		
188 E		6/25/2018					
178 G		6/25/2018					
182 L		6/27/2018					
197 C		7/31/2018					
192 B		7/31/2018					
201 i		8/9/2018					
202 E		8/9/2018					
178 B		8/15/2018					
200 i		8/15/2018					
181 D		6/27/2018					

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

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(08) EIGHT**

INSPECTOR: **ROBERT SWORDES**

MUTUAL BOARD MEETING DATE: **AUGUST 27TH, 2018**

Empire Pipe and Supply	Mutual sewer cleaning
Fenn	termites and pest control
SITE VISITS	
UNIT	REASONS
July 23rd	Inspectors report 9:30 am
July 24th bldgs 178/194	fire inspections of all 24 units
July 25th bldgs 193/195	fire inspections of all 24 units
July 26th bldg 199	fire inspections of all 12 units
July 27th bldgs 187/188	fire inspections of all 24 units
July 30th 177 i	met with Banfield and S.M over patio wall sinking
July 31st 199 H	concerns over dirty water in pipes(had main break in street)
August 2nd 188 C	checked on unit because of tree limb and crack under counter
August 2nd 189 K	shareholder had contractor out to do unpermitted work/redtagged
August 9th Physical Properties	met with Mutual president about fire inspections

MUTUAL OPERATIONS**ADMINISTRATIVE SERVICES****AMENDED DRAFT MU. 8****Listing Inspections - Mutual Eight**

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 6-19-18)

MUTUAL OPERATIONS**ADMINISTRATIVE SERVICES****AMENDED DRAFT MU. 8****Listing Inspections - Mutual Eight**

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

EIGHT: ADOPTED: AMENDED:

(draft created on 6-19-18)

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY AMENDED/POSTED POLICY 7525 – WITHDRAWAL INSPECTION PROCESS FEE
(UNFINISHED BUSINESS ITEM B)
DATE: AUGUST 27, 2018
CC: MUTUAL FILE

At the June 25, 2018, Board Meeting, the Board of Directors amended Policy 7525 – Withdrawal Inspection Process Fee.

The 30–day posting requirement has been met and on August 27, 2018, the Board of Directors will vote to ratify the amended/posted Policy 7525 – Withdrawal Inspection Process Fee (attached).

I move to ratify amended/posted Policy 7525 – Withdrawal Inspection Process Fee.

MUTUAL OPERATIONS

SHAREHOLDER REGULATIONS

AMEND DRAFTWithdrawal 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**).

<u>MUTUAL AND ADOPTION</u>		<u>AMENDED/AMT</u>	<u>EFFECTIVE DATE</u>
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/ \$1,500 \$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

(draft created on 6-18-18 jp)

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY AMENDED/POSTED POLICY 7502.08 – CARPORT REGULATIONS (UNFINISHED BUSINESS ITEM C)
DATE: AUGUST 27, 2018
CC: MUTUAL FILE

At the June 25, 2018, Board Meeting, the Board of Directors amended Policy 7502.08 – Carport Regulations.

The 30–day posting requirement has been met and on August 27, 2018, the Board of Directors will vote to ratify the amended/posted Policy 7502.08 – Carport Regulations (attached).

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

MUTUAL OPERATIONS

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

(June 18)

(draft created on 7-19-18 ka)

MUTUAL OPERATIONS

SHAREHOLDER REGULATIONS

Carport Regulations - Mutual Eight

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.

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

(June 18)

(draft created on 7-19-18 ka)

MUTUAL OPERATIONS**SHAREHOLDER REGULATIONS****Carport Regulations - Mutual Eight**

not exceed the depth of the concrete shelf. Width must match the width of the upper cabinet.

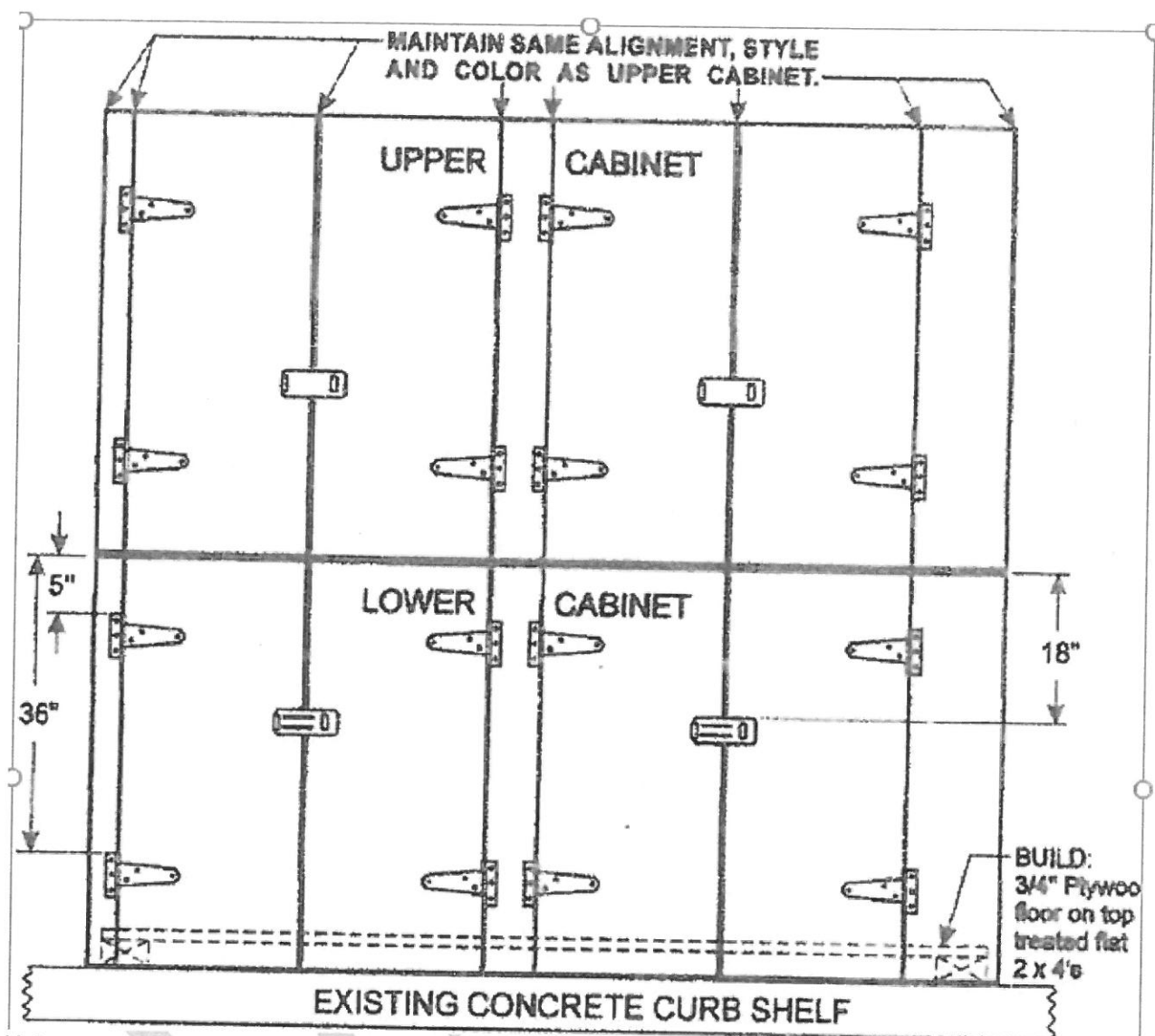
4. Exterior paint and hardware must match the existing, standard upper cabinet.
5. The shareholder is responsible for maintaining and repairing any damage to his/her carport cabinet.
6. Secondary cabinets are a non-standard addition. If a subsequent owner does not want the secondary cabinet, the seller 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~~ **Four foot plastic stop adjusted for vehicle measurements and may be required by Mutual Directors per individual site.**

(June 18)

(draft created on 7-19-18 ka)

MUTUAL OPERATIONS**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 (or equivalent)

1. HASP = Masterlock No. 704DOF – 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 caulk where needed.
4. Prime and paint all visible surfaces, inside and out.
5. All lumber, including plywood, must be treated for insects and rot.

(June 18)

(draft created on 7-19-18 ka)

MUTUAL OPERATIONS

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.~~

(June 18)

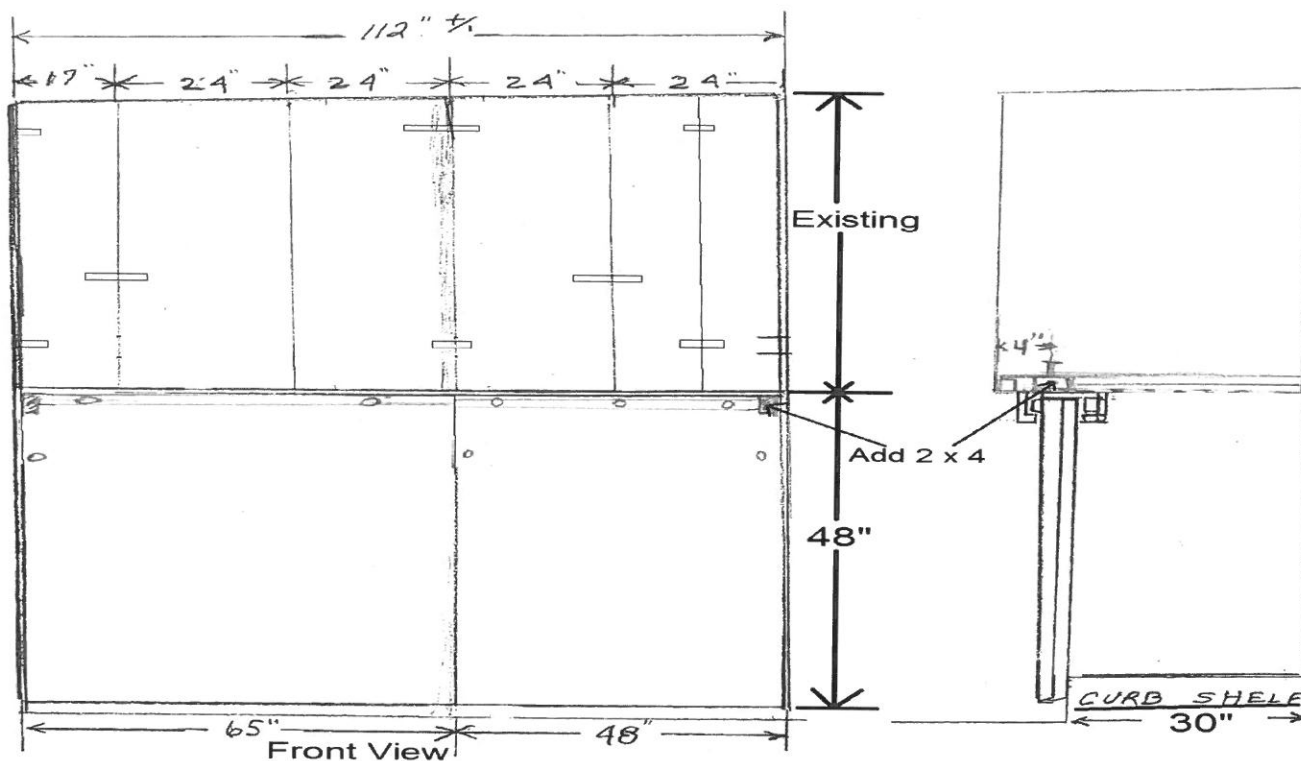
(draft created on 7-19-18 ka)

MUTUAL OPERATIONS**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, $\frac{3}{4}$ " 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.~~



(June 18)
 (draft created on 7-19-18 ka)

MUTUAL OPERATIONS**SHAREHOLDER REGULATIONS****Carport Regulations - Mutual Eight**

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

* 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, 6-25-18

(June 18)
(draft created on 7-19-18 ka)

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY AMENDED/POSTED POLICY 7406.08 – COMMON AREAS FOR EXCLUSIVE PRIVATE USE OF SHAREHOLDER (UNFINISHED BUSINESS ITEM D)
DATE: AUGUST 27, 2018
CC: MUTUAL FILE

At the June 25, 2018, Board Meeting, the Board of Directors amended Policy 7406.08 – Common Areas for Exclusive Private Use of Shareholder.

The 30–day posting requirement has been met and on August 27, 2018, the Board of Directors will vote to ratify the amended/posted Policy 7406.08 – Common Areas for Exclusive Private Use of Shareholder (attached).

I move to ratify amended/posted Policy 7406.08 – Common Areas for Exclusive 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 in section 3 ~~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)

(further amended draft created on 6-18-18 jp)

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.iv. Agreement that the exclusive use of common area 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~~

(Draft created 11-28-17 cd)

(amended draft created on 01/22/18 ka)

(further amended draft created on 6-18-18 jp)

AMENDED DRAFT

PHYSICAL PROPERTY

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

~~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.~~

5.4. Common Area for Exclusive Private Use Examples: Encroachments:

The following is a non-exclusive list of common area uses of exclusive use 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

(Draft created 11-28-17 cd)
(amended draft created on 01/22/18 ka)
(further amended draft created on 6-18-18 jp)

MUTUAL OPERATIONS

RE-WORKED 7406.08

AMENDED DRAFT

PHYSICAL PROPERTY

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

MUTUAL ADOPTION

EIGHT: 01-22-07

AMENDMENTS

10-27-14

DRAFT

(Draft created 11-28-17 cd)
(amended draft created on 01/22/18 ka)
(further amended draft created on 6-18-18 jp)

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY MUTUAL EIGHT PARK AT 189
A-L (UNFINISHED BUSINESS ITEM F)
DATE: AUGUST 27, 2018
CC: MUTUAL FILE

I move to approve/deny, effective immediately, that the Greenbelt Area at 189 A-L be designated as a Mutual Eight Park.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY MUTUAL EIGHT PARK AT 204 A
(UNFINISHED BUSINESS ITEM G)
DATE: AUGUST 27, 2018
CC: MUTUAL FILE

I move to approve/deny, effective immediately, that the Greenbelt Area at 204-A be designated as a Mutual Eight Park.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY BUILDING REPAIR AT UNIT 177-I (NEW BUSINESS ITEM A)
DATE: AUGUST 27, 2018
CC: MUTUAL FILE

I move to approve/deny the repair at Unit 177-I, at a cost not to exceed \$10,000, including if necessary the sewer line repairs, and authorize the President to sign the contract. Work to be completed by, _____

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY TO RESCIND THE MORATORIUM ON ENCROACHMENT (NEW BUSINESS ITEM B)
DATE: AUGUST 27, 2018
CC: MUTUAL FILE

At the November 27, 2017 Board meeting, the Board of Directors passed the following resolution: *RESOLVED, To place a moratorium on Policy 7406 – Encroachment onto Common Area for Exclusive Private Use of Shareholder and any applications for exclusive use of common area, with the exception of DMV designated disability golf cart pad.*

On August 27, 2018 the Board of Directors will vote to rescind this resolution.

*I move to approve/deny to rescind the following resolution dated November 27, 2017 **RESOLVED, To place a moratorium on Policy 7406 – Encroachment onto Common Area for Exclusive Private Use of Shareholder and any applications for exclusive use of common area, with the exception of DMV designated disability golf cart pad.***

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY MR. C'S TOWING AGREEMENT FOR 2018-2019 (NEW BUSINESS ITEM H)
DATE: AUGUST 27, 2018
CC: MUTUAL FILE

At the August 28, 2017 Board meeting, the Board of Directors passed the following resolution: *RESOLVED. To approve Mr. C's Towing Agreement for towing vehicles when there is a violation of Mutual Policy, and two signatures of Board Members are required with at least one of the signatures being that of an officer of the Board, effective 2017-2018.*

I move to approve/deny the Mr. C's Towing Agreement for the towing of vehicles when there is a violation of Mutual Policy, effective 2018-2019 and authorize the President to sign the Agreement.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY AMOUNT OF ADDITIONAL GUEST PASSES (NEW BUSINESS ITEM I)
DATE: AUGUST 27, 2018
CC: MUTUAL FILE

At the September 25, 2017, Board meeting the Mutual Board of Directors passed the following resolution: *RESOLVED, To authorize the GRF Executive Director and/or the Mutual Administration Director to issue two (2) ADDITIONAL Guest Passes, in accordance with GRF Policy 5536.1-33. Each guest pass shall carry a unique identification number with a monthly report provided by the GRF Stock Transfer Office to the Mutual Board of guest passes issued noting the Shareholder/Member name as responsible party for the Guest, effective 2017-2018.*

In accordance with GRF Policy 5536.1-33, up to four (4) additional guest passes may be issued to a Shareholder/Member per Policy terms and conditions. The GRF Executive Director and Mutual Administration Director, as agents for the Mutual Board, do hereby seek approval to issue up to four (4) Guest Passes or a lesser number of Guest Passes, as duly approved by the Mutual Board.

I move to authorize the GRF Executive Director and/or the Mutual Administration Director to issue _____ ADDITIONAL Guest Passes, in accordance with GRF Policy 5536.1-33. Each Guest pass shall carry a unique identification number with a monthly report provided by the GRF Stock Transfer Office to the Mutual Board of Guest Passes issued noting the Shareholder/Member name as responsible party for the Guest, effective 2019.

Date Board Approved: _____, 2018

Signature: _____, Print Name: _____
Board President or Secretary

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO ADOPT POLICY 7490.PB.08 PAYMENT AND PERFORMANCE BOND (NEW BUSINESS ITEM J)
DATE: AUGUST 27, 2018
CC: MUTUAL FILE

I move to adopt Policy 7490.pb.08 – Payment and Performance Bond on a preliminary basis until the 30-day posting period is completed.

MUTUAL OPERATIONS**ADOPT DRAFT****PHYSICAL PROPERTY****Payment and Performance Bond – Mutual Eight**

RESOLVED, Performance Bond – permits for any construction work valued at more than \$10,000 performed in Mutual Eight shall require a Performance Bond. The bond shall require sufficient funds in the event the work is not completed on time and according to approved plans and also to the satisfaction of Mutual Eight for any reason. Exceptions are as follows:

1. The contractor is listed on the Physical Property list of approved contractors, and
2. The contractor has completed more than \$100,000 per year in contracts in Leisure World for the last three years.

MUTUAL**ADOPTION**

EIGHT: