

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
August 26, 2019
Open Forum begins at 9:00 a.m. – Meeting begins at 9:30 a.m.
Administration Building, Conference Room A

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. 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
4. APPROVAL OF MINUTES:
Regular Meeting Minutes of July 22, 2019
5. BUILDING INSPECTOR'S REPORT Mr. Swordes
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p. 3-8)
6. GRF REPRESENTATIVE Mrs. Fekjar
7. CONSENT CALENDAR
 - a. Discuss and vote to approve authorization of transfers of funds for Mutual Eight (p. 9)
8. **UNFINISHED BUSINESS**
 - a. Discuss and vote to ratify Policy 7499.08 – Air Conditioning/HVAC/Heat Pump Units (p. 10-14)
 - b. Discuss and vote to ratify Policy 7413.08 – Walk-in Therapeutic/Jacuzzi-Type Bathtubs (p. 15-18)
 - c. Discuss and vote to approve/deny renewal of Association Reserves Loyalty Plan Agreement (p. 19)
9. **NEW BUSINESS**
 - a. Approval Mutual Monthly Finances (p. 20)
 - b. Discuss and vote to amend Policy 7530 – Withdrawal Inspection (p. 21-22)

STAFF BREAK BY 11:00 a.m.

10. SECRETARY / CORRESPONDENCE Ms. Weisenstein
11. CHIEF FINANCIAL OFFICER'S REPORT Ms. Thompson
12. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
13. ANNOUNCEMENTS
 - a. **NEXT MEETING: Monday, September 23, 2019, at 9:00 a.m.
Administration Building, Conference Room A**
14. COMMITTEE REPORTS
15. DIRECTORS' COMMENTS
16. SHAREHOLDERS' COMMENTS (2-3 minutes)
17. ADJOURNMENT
18. EXECUTIVE SESSION

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

MUTUAL EIGHT EMAIL BLAST

If you would like to keep up with the Mutual Eight current information and events, please submit your email address to President Dolch. To be included in the Mutual Eight email blast, please email President Dolch at the email address provided with a subject line referencing your unit number:

m8emails@gmail.com

MONTHLY INSPECTORS REPORT

MUTUAL: **EIGHT**

INSPECTOR: **ROBERT SWORDES**

MUTUAL BOARD MEETING DATE: **AUGUST 26,2019**

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
177 G	kich/bath remodel/flare skylights/shower	both	05/30/19	08/31/19	no	6/11/19 ground	Los Al Builders
177 G					06/21/19		"
177 G						7/29/19 rough electrical	"
177 G						7/29/19 plumbing	"
177 G						7/29/19 frame & sheathing	"
177 G						7/30/19 insulation & lathe	"
177 i	flooring throughout	GRF	07/09/19	07/13/19	no	7/16/19 final	Bixby Plaza Carpet&Flooring
177 i	bath & kitchen countertops	both	06/18/19	08/18/19	no		Westby4Homes
177 L	replace wire to kitchen lights	GRF	02/28/19	03/28/19	no	3/13/19 final	Bergin Electric
178 A	washer/dryer/upgrade panel	both	04/22/19	06/28/19	no	5/17/19 rough	Bruno H. Alvarez
178 A						5/29/19 final	"
178 B	carpet	GRF	01/02/19	01/05/19	no	1/25/19 final	Family Floors
178 D	AC	both	07/05/19	08/05/19	no	7/3/19 final	Alpine Heating & Air
178 F	asbestos abatement	both	12/13/18	01/17/19	no	2/7/19 final	Lance Freedman Construction
178 F	remodel	both	02/13/19	08/01/19	#1 9/1/19	2/28/19 plumbing ground	Lance Freedman Construction
178 F						3/8/19 footing/rebar	"
178 F						4/22/19 sheer	"
178 F						4/25/19 framing	"
178 F						4/25/19 electrical	"
178 F						4/25/19 plumbing	"
178 F						4/25/19 lath	"
178 F						4/29/19 insulation	"
178 F						5/3/19 drywall	"
178 F						5/17/19 scratch	"
178 F	heat pump/AC	both	05/15/19	10/29/19	no		Heatwave A/C & Heating
178 G	relocate electrical feed/5 LED/countertops	both	04/30/19	06/15/19	no	6/26/19 final	Los Al Builders
178 i	replace cooktop	GRF	04/25/19	05/04/19	no	5/8/19 final	Real McCoy Builders
179 A	carport cabinet/ CP 102 sp 12	GRF	03/01/19	03/15/19	no	3/13/19 final	Imagination Unlimited
179 E	carpet at living room/bedroom 1/2 inch pad	GRF	01/30/19	03/01/19	no	2/7/19 final	Karys Carpets
180 H	carport cab #102 sp #14	GRF	12/31/18	01/31/19	no	1/17/19 final	Imagination Unlimited
182 C	heat pump/smoke detectors	both	12/27/18	03/30/19	no	1/15/19 final	Greenwood
182 i	entry gate/walkway/patio wall	both	01/07/18	01/21/19	01/31/19	1/22/19 framing	Seaport Sash & Door
182 i					did not pass	3/4/19 final	"

MONTHLY INSPECTORS REPORT

MUTUAL: **EIGHT**

INSPECTOR: **ROBERT SWORDES**

MUTUAL BOARD MEETING DATE: **AUGUST 26,2019**

182 i					did not pass	3/18/19 final	"
182 i						4/11/19 final	"
183 H	refinish shower and countertops	GRF	05/29/19	08/02/19	no	6/19/19 final	CalBath
183 H	flooring/baseboards/shoe	GRF	06/03/19	06/28/19	no	6/19/19 final	Cal Custom Interiors
184 K	walkway repair	GRF	06/18/19	09/18/19	no	7/11/19 final	L&S Core Construction
185 C	tile at patio	GRF	08/05/19	09/05/19	no	8/15/19 final	Karys Carpets
185 K	kitchen counter/faucet/sink	both	12/30/18	03/01/19	no	2/22/19 final	Mamuscia
186 J	AC/heat pump	both	03/06/19	04/06/19	no	3/13/19 final	Alpine Heating & Air
187 H	bedroom extend/remodel	both	05/25/18	10/31/18	01/30/19	1/24/19 brown coat	Roberts construction
187 H						3/15/19 final	"
187 L	carpad 5' x 8' with pavers	GRF	01/02/18	02/02/18	no	1/28/19 final	Anguiano Lawn Care
188 H	solatube bathroom	both	04/01/19	06/01/19	no	4/17/19 final	Solatube Home
188 H	remodel bath/skylights/panel/wash/dry/light	both	05/15/19	10/15/19	no	5/23/19 ground	Alpha Master Builders
188 H						5/24/19 frame/elec/plumb	"
188 H						5/28/19 insulation	"
188 H						5/30/19 drywall	"
188 H						6/10/19 lathe	"
188 H						6/12/19 scratch/flashing	"
188 H						7/29/19 final	"
188 H	heat pump/ smoke detectors	both	04/17/19	08/17/19	did not pass	5/8/19 final	Heatwave A/C & Heating
188 H						7/29/19 final	"
188 H	retrofit windows	both	04/15/19	05/30/19	no	4/24/19 final	Mamuscia
189 F	lights and ceiling fans	both	06/10/19	07/30/19	no		J.C. Kress
189 F	flooring throughout except bath	GRF	06/25/19	07/25/19	no		Interior Flooring Solutions
190 E	EZ access-raise seat 7"-safety tread	GRF	05/13/19	06/13/19	no	7/1/19 final	NuKote
191 A	remodel	both	09/23/18	06/20/19	03/12/19	1/9/19 hot mop/lathe	Alpha Master Builders
191 A						3/21/19 final	"
191 A	2 ton heat pump	both	12/10/18	03/10/19	03/12/19	3/21/19 final	Yes Remodeling&Maintenance
191 i	A/C 12,000 btu Fujitsu	both	02/06/19	03/06/19	no	2/7/19 final	Alpine Heating & Air
192 G	total remodel	both	04/23/18	09/30/18	no	9/18/19 final	Kress
192 i	carport cab #94 space #3	both	08/01/19	08/15/19	no	8/9/19 final	Imagination Unlimited
193 C	carpet-living room and bedroom	GRF	04/22/19	06/22/19	no	5/2/19 final	Bixby Plaza Carpet&Flooring
194 D	replace 3 sliding doors with retrofit ones	GRF	02/13/19	03/13/19	no	2/21/19 final	Swenman Company
194 E	3 fans at patio	both	05/10/18	06/10/18	no	3/22/19 final	Kress
194 F	AC/heat pump/attic access	both	01/14/19	03/30/19	no	2/20/19 final	Greenwood
194 F	kitchen remodel	both	07/15/19	11/15/19	no		Los Al Builders
194 i	washer/dryer/upgrade panel	both	05/27/19	06/04/19	no	5/15/19 rough/ground	Hadi Construction
194 i						6/19/19 final	"

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195 F	demo & abate entire unit	GRF	08/01/19	09/01/19	no		Lance Freedman Construction
195 K	AC/heat pump/attic access/detectors	both	02/25/19	05/25/19	no	3/18/19 final	Greenwood
195 L	carport cab/95 #1	GRF	12/15/18	01/15/19	no	2/15/19 final	Imagination Unlimited
196 E	remodel shower	both	03/11/19	03/23/19	no	3/21/19 rough plumbing	Reborn Cabinets, Inc
196 E						5/16/19 final	"
196 F	47" high bronze temp glass w/ Z clamps	GRF	03/26/19	05/26/19	no	4/19/19 final	Bodies Glass Service
196 F	EZ access tub w/grab bar	both	09/03/19	10/03/19	no		NuKote
196 H	flooring throughout	GRF	08/05/19	08/09/19	no	8/7/19 final	B & B Carpets & Flooring
197 C	heat pump/concrete base	both	03/25/19	06/25/19	no	4/29/19 final	Greenwood
197 C	patio gate	GRF	04/12/19	04/30/19	no	4/16/19 final	Imagination Unlimited
197 K	AC/heat pump/attic access/detectors	both	04/16/19	07/16/19	#1 3/27/19	4/8/19 final	Greenwood
197 L	carport cab/96 #10	GRF	12/15/18	01/15/19	no	1/3/19 final	Imagination Unlimited
198 A	patio fan/solatube	both	01/19/19	07/19/19	#1 3/22/19		Real McCoy
198 A	patio enclosure/smoked glass/plexiglass	GRF	01/30/19	07/30/19	#2 3/22/19		Real McCoy
198 D	microwave	both	07/29/19	08/06/19	no	8/13/19 final	Ogan Construction
199 F	carport cabinet/ CP 97 # 12	GRF	04/01/19	04/30/19	no	4/8/19 final	Imagination Unlimited
199 G	carport cabinet/ CP 97 # 6	GRF	06/20/19	06/30/19	no	6/21/19 final	Imagination Unlimited
200 F	walk in tub/panel/water heater	both	12/14/18	12/21/18	no	1/16/19 final	Hadi Construction
200 G	remodel	both	06/26/18	12/28/18	#3 2/20/19	2/7/19 final	LW Décor
200 G	3/8 bronze tempered glass on patio wall	GRF	01/11/19	03/11/19	no	2/7/19 final	Bodies Glass Service
200 i	washer/dryer/upgrade panel	both	11/16/18	11/23/18	no	11/21/18 ground	Hadi Construction
200 i						12/4/18 final	"
200 J	carport cabinet/ CP 98 sp 1	GRF	03/01/19	04/30/19	no	3/28/19 final	Imagination Unlimited
201 L	cabinets and countertops	both	06/03/19	08/01/19	no		Freedom Painting
202 E	carport cab/98 # 20	GRF	07/20/19	08/20/19	no	7/30/19 final	Imagination Unlimited
203 B	screen door/screen in patio/t-wall block off	GRF	03/11/19	04/30/19	no	4/11/19 final	Los Al Builders
203 C	vinyl and carpet	GRF	01/03/19	03/03/19	no	1/24/19 final	Bixby Plaza Carpet&Flooring
203 E	carport cabinet #99 sp #9	GRF	08/15/19	09/01/19	no		Handyman Micheal Banfield
204 A	washer/dryer/upgrade panel	both	04/01/19	05/31/19	no	5/9/19 rough el/fr/plumb	Bruno H. Alvarez
204 A						5/22/19 final	"

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204 D	security door	GRF	03/05/19	06/15/19	no	4/16/19 final	LW Décor
205 A	EZ access tub w/grab bar	both	05/06/19	06/06/19	no	5/14/19 final	NuKote
205 F	carpet/vinyl flooring/ baseboards	GRF	06/10/19	07/10/19	no	6/14/19 final	Karys Carpets

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
177 G		8/27/2018	11/15/2018	11/19/2018			
177 G		2/28/2019	3/14/2019	3/14/2019	3/25/2019	4/26/2019	
177 i		11/30/2018	5/16/2019	5/21/2019	6/5/2019	6/26/2019	
177 L		11/6/2018	2/6/2019	2/11/2019	2/21/2019	3/14/2019	
178 B		8/15/2018	11/6/2018	11/20/2018	12/4/2018	1/17/2019	
178 F		9/10/2018	11/15/2018	11/21/2018	12/3/2018	1/3/2019	
178 G		6/25/2018	3/7/2019	3/7/2019	3/17/2019	4/5/2019	
179 E		4/25/2019					
180 B	2/13/2019						
180 K		8/21/2019					
181 D		6/27/2018	10/10/2018	10/12/2018	10/24/2018	1/11/2019	
181 J		5/21/2019	06/26/19	6/26/2019	7/9/2019	8/19/2019	
181 L		6/13/2019	07/16/19	7/18/2019			
182 A		4/30/2019	05/07/19	5/10/2019	5/21/2019	6/6/2019	
182 G		4/4/2019					
182 L		6/27/2018	10/25/2018	10/31/2018	11/9/2018	1/2/2019	
183 E		10/23/2018	12/4/2018	12/5/2018	12/17/2018	1/17/2019	
183 H	4/17/2019						
184 K		7/23/2019					
186 L		11/30/2018					
187 A	4/10/2019						
188 H		3/12/2018	1/3/2019	1/7/2019	1/15/2019	2/21/2019	
189 B		10/9/2017	03/05/18	3/22/2018	4/26/2018		
189 F		8/29/2018	4/30/2019	5/1/2019	5/10/2019	6/6/2019	
191 A		5/21/2019					
192 B		7/31/2018	9/17/2018	9/17/2018	9/27/2018		buyer damaged floor doing asbestos test
192 B		"	3/5/2019	3/5/2019	3/15/2019	4/5/2019	
192 i		4/4/2019	6/11/2019	6/11/2019	6/21/2019	8/15/2019	
192 K	2/13/2019						

MONTHLY INSPECTORS REPORT

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193 L	2/6/2019						
195 F		9/10/2018	6/17/2019	6/17/2019	6/27/2019	7/23/2019	
195 J	1/11/2019						
196 H		8/21/2019					
197 C		2/1/2019	2/26/2019	3/4/2019	3/14/2019	4/4/2019	
197 F		6/4/2019	7/24/2019	8/9/2019	8/21/2019		
197 J	6/18/2019						
199 D		2/8/2019	7/24/2019	8/9/2019			
199 i		8/21/2019					
199 J		3/8/2019					
200 E		11/7/2018	3/12/19 MH	3/21/2019	4/15/2019	5/29/2019	
200 G		2/25/2019	04/12/19	4/15/2019	4/24/2019	6/26/2019	
200 i		8/15/2018	10/31/2018	11/1/2018	11/12/2018	1/9/2019	
201 G		7/18/2019					
201 i		3/4/2019					
202 E		8/9/2018	5/29/2019	5/30/2019	6/11/2019	6/26/2019	
202 K		6/26/2019					
203 A		9/17/2018	10/11/2018	10/12/2018	10/23/2018	1/3/2019	
204 F		2/12/2019	3/15/2019	3/15/2019	3/25/2019	4/4/2019	
205 B		3/19/2019	8/14/2019	8/21/2019			
205 D		2/13/2019	7/18/2019	8/7/2019	8/16/2019		
205 F		3/19/2019	4/22/2019	5/3/2019	5/15/2019	7/5/2019	

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	gardening Year Two- Nov.1,2018- Oct. 31,2019 Year Three- Nov.1,2019- Oct.31,2020
So Cal Fire Protection	laundry room fire extinguishers - yearly
Empire Pipe and Supply	sewer cleaning - complete- paid 12/06/18 \$1,971.20
Fenn	pest control- Year Two- June 1,2018-May 31,2019-Year Three- June 1,2019- May 31,2020
J.C. Kress Construction	stove top hoods bldgs. 179,188,201 and 204 Sep. 23rd - March 23,2020
B.A. Construction	dryrot and termite repair bldgs. 179,188,201 and 204 Sep. 23rd - March 23,2020
Roofing Standards	reroof bldgs. 179 + laundry,188 + laundry,201 and 204 + laundry Sep.23rd-March 23,2020
National Coin Washer & Service, Inc.	laundry services + 29 washers and 29 dryers July 1, 2019 - June 30, 2024

MONTHLY INSPECTORS REPORT

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SITE VISITS	
UNIT	REASONS
June 28th bldg. 198	posted 198 C,D and i for Fenns scheduled for July 3rd
June 28th 199 i	special inspection for unit
June 28th 186 D	shareholder concern over faucet and stove light
June 28th	met with President over contracts
July 1st 202 D	shareholders floor coming back up in bathroom
July 1st 202 E	shareholder concerns over panel,AC filter and grab bar
July 2nd	meet with CFO over reserves
July 3rd 186	walked the building with plumbers due to partial building stoppage
July 3rd 178 D	posted unit for special inspection
July 9th 188 H	water heater replaced due to age,wear and leaking
July 10th 178 D	special inspection with physical property director
July 10th	2009-2013 permits that were never finalled inspections
July 10th	work on policy changes for AC and walk in tubs
July 11th 177 G	water heater delivered to unit for contractor
August 20th	meet with President and CFO at phyprop

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE AUTHORIZATION OF TRANSFERS OF FUNDS FOR MUTUAL EIGHT (CONSENT CALENDAR, ITEM A)
DATE: AUGUST 26, 2019
CC: MUTUAL FILE

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

<i>Transfer/ Invoice Date</i>	<i>Amount</i>	<i>Originating/Destination Accounts or Payee</i>
04/18/2019	\$24,355.16	US Bank Impound to US Bank Checking (balance of funding for tax payment)
04/29/2019	\$26,333.33	US Bank Checking to US Bank Restricted MM
07/24/2019	\$13,000.00	US Bank Non-Restricted MM to US Bank Checking
07/25/2019	\$26,333.33	US Bank Checking to US Bank Restricted MM
08/01/2019	\$10,992.16	BrightView Landscape (invoice 6420757)
08/05/2019	\$81,700.04	US Bank Checking to GRF-US Bank Checking
08/05/2019	\$127,004.65	ACH-Direct Debit from multiple shareholders to US Bank Checking
08/06/2019	\$53,876.87	US Bank Checking to US Bank Impound

Mutual Corporation No. Eight

MEMO

TO: MUTUAL EIGHT BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY POLICY 7499.08 – AIR CONDITIONING/
HVAC/HEAT PUMP UNITS (UNFINISHED BUSINESS, ITEM A)
DATE: AUGUST 26, 2019
CC: MUTUAL FILE

At the July 22, 2019, board meeting, the Board of Directors amended Policy 7499.08 – Air Conditioning/HVAC/Heat Pump Units.

The 28-day posting requirement has been met and on August 26, 2019, the Board of Directors will vote to ratify amended and posted Policy 7499.08 – Air Conditioning/HVAC/Heat Pump Units (attached).

I move to ratify amended and posted Policy 7499.08 – Air Conditioning/HVAC/Heat Pump Units.

MUTUAL OPERATIONS**AMEND****PHYSICAL PROPERTY****Air Conditioning/HVAC/Heat Pump Units**

RESOLVED That in order to conform to revised requirements of the City of Seal Beach, the Uniform **California Building and Mechanical** Code and the **Mutual Eight/Physical Property Department of Leisure World** regulations, and

THAT in accordance with the previous practice of this Mutual and in conformity with the regulations of the Physical Property Department, the installation of air conditioning units in Mutual Eight be approved and confirmed as follows:

~~**THAT** permission is granted by the Board to the Physical Property Department to issue permits for installation of air conditioners.~~

~~**THAT** an air conditioning pad may be installed within 36" from the original building wall, or as required by the Uniform Building Code.~~

~~During the pre-listing inspection, and at the seller's expense, existing heat pumps will be inspected and serviced, as needed, and condensation drain lines will be rodent-proofed,.~~

Mutual Eight shall require a 4- inch thick concrete pad, when installing a ducted heating and air conditioning unit. Ductless heating and air conditioning units shall have a concrete pad. Units may be masked from view, and use of screen block or other material shall be approved by the Board of Directors on a case-by-case basis. A minimum of fifty percent air space should be maintained within the material for air circulation.

Mutual Eight requires all heating and air conditioning units to have attic access from inside the unit, the minimum size for attic access is 22" wide x 30" long; refer to the California Mechanical Code for complete requirements. The condensation line shall terminate at the kitchen or bath sink as applicable to the Mechanical code.

The City of Seal Beach requires an A-weighted sound calculation prior to the issuance of a building permit, and Physical Property requires this to be submitted prior to approval of said permit (Municipal Code 7.15.035). Exterior sound 55db.

On the occasion of change of ownership, and with a charge against escrow, the following shall apply:

- a. Ducted air conditioning/heat pumps: those systems not currently on a concrete base shall be corrected by having a 4-inch thick concrete pad that is big enough for the unit installed.**

(draft created 7-17-19 R. Swordes/ka)
(draft further amended 7-22-19 ka/BOD)

MUTUAL OPERATIONS**AMEND**

PHYSICAL PROPERTY

Air Conditioning/HVAC/Heat Pump Units

- b. Ductless air conditioning/heat pumps: those systems not currently on a concrete base shall be corrected by having a 4-inch thick concrete pad that is big enough for the unit installed.
- c. During the pre-listing inspections, and at the seller's expense, existing heat pumps will be inspected and serviced as needed for proper operations by licensed HVAC contractor.
- d. Window or through the wall A.C. units are no longer allowed and must be removed and window/wall repair on sellers' expense.
- e. Condensation drain lines and line sets will be rodent-proofed. If there is not a full line set cover it will be corrected to such. Also, if the condensation drain line is tied into the vent pipe in the attic it shall be re-routed into the proper discharge at the trapped side of the basin or kitchen sink drain. This service shall be completed by a Licensed HVAC contractor at sellers' expense.
- f. During the escrow final inspection, 2 weeks prior to the close of Escrow, existing heat pumps will be inspected and serviced as needed for proper operation by a licensed HVAC contractor at seller's expense, and the GRF HVAC Inspection template will accompany the invoice, and further, a copy will be left at the Unit.
- g. Attic access: the attic access cover shall be a combination of plywood laminated to a 5/8-inch type X drywall; the drywall facing the attic side. (22x30 ductless, 30x30 ducted)
- h. GRF and the City of Seal Beach permits are required for wall heaters, new installations and change-outs. In all construction work where wall heaters replace the original ceiling heat source, a metal conduit or armored cable shall be used for the last six feet of line running from the breaker box to the wall heater(s).

MUTUALADOPTIONAMENDMENTS

EIGHT:

10-26-87

10-28-02, 01-22-07

(draft created 7-17-19 R. Swordes/ka)

(draft further amended 7-22-19 ka/BOD)

MUTUAL OPERATIONS**AMEND****PHYSICAL PROPERTY****Air Conditioning/HVAC/Heat Pump Units****GRF HVAC Inspection Template**

(For use by HVAC companies upon escrow inspections and reviewed by inspectors and buyers prior to close of escrow)

Duct-Less (mini-split) Heat Pumps:

- **Clean filters as needed at each unit prior to inspection.**

1. Inspection of each indoor unit as follows:

- a. **Does each condensation drain line have wire mesh (rodent proofing as required by GRF? YES / NO**
- b. **Where does each drain terminate? Vent Pipe / P-Trap at sink**
- c. **If it terminates at vent pipe is there signs of leaks? YES / NO**
- d. **If it terminates at vent pipe are there correct fittings for connection? YES / NO**
- e. **Is there an attic access in the home min. 22" x 30" as required by GRF? YES / NO**
- f. **Does the indoor unit make any noise? YES / NO**
- g. **After 15 min run time in heat what is your supply temp? _____**
- h. **After 15 min run time in cooling what is your delta split? _____**
- i. **Is the correct size breaker in electrical panel? YES / NO**
- j. **What is the age of each indoor unit per data plate? _____ years**
- k. **Did you blow out the condensation drain? YES / NO**
- l. **Is there a correct manufacturer remote for each unit? YES / NO**

2. Inspect heat pump/ out doors of the following items.

- a. **Does the line set have wire mesh YES / NO and foam? YES / NO**
- b. **Does heat pump have concrete base? YES / NO**
- c. **Any signs of leaks around the heat pump service valves or condenser? YES / NO**
- d. **Is the line set cover made of approved material (metal)? YES / NO**
- e. **Does disconnect have correct size fuses? YES / NO**

Additional Notes:

(draft created 7-17-19 R. Swordes/ka)
 (draft further amended 7-22-19 ka/BOD)

MUTUAL OPERATIONS**AMEND****PHYSICAL PROPERTY****Air Conditioning/HVAC/Heat Pump Units****GRF HVAC Inspection Template**

(For use by HVAC companies upon escrow inspections and reviewed by inspectors and buyers prior to close of escrow)

Duct-Less (mini-split) Heat Pumps:

- **Clean filters as needed at each unit prior to inspection.**

1. Inspection of each indoor unit as follows:

- a. Does each condensation drain line have wire mesh (rodent proofing as required by GRF? YES / NO**
- b. Where does each drain terminate? Vent Pipe / P-Trap at sink**
- c. If it terminates at vent pipe is there signs of leaks? YES / NO**
- d. If it terminates at vent pipe are there correct fittings for connection? YES / NO**
- e. Is there an attic access in the home min. 22" x 30" as required by GRF? YES / NO**
- f. Does the indoor unit make any noise? YES / NO**
- g. After 15 min run time in heat what is your supply temp? _____**
- h. After 15 min run time in cooling what is your delta split? _____**
- i. Is the correct size breaker in electrical panel? YES / NO**
- j. What is the age of each indoor unit per data plate? _____ years**
- m. Did you blow out the condensation drain? YES / NO**
- n. Is there a correct manufacturer remote for each unit? YES / NO**

2. Inspect heat pump/ out doors of the following items.

- a. Does the line set have wire mesh YES / NO and foam? YES / NO**
- b. Does heat pump have concrete base? YES / NO**
- c. Any signs of leaks around the heat pump service valves or condenser? YES / NO**
- d. Is the line set cover made of approved material (metal)? YES / NO**
- e. Does disconnect have correct size fuses? YES / NO**

Additional Notes:

(draft created 7-17-19 R. Swordes/ka)
 (draft further amended 7-22-19 ka/BOD)

Mutual Corporation No. Eight

MEMO

TO: MUTUAL EIGHT BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY POLICY 7413.08 – WALK-IN THERAPEUTIC/JACUZZI-TYPE BATHTUBS (UNFINISHED BUSINESS, ITEM B)
DATE: AUGUST 26, 2019
CC: MUTUAL FILE

At the July 22, 2019, board meeting, the Board of Directors amended Policy 7413.08 – Walk-In Therapeutic/Jacuzzi-Type Bathtubs.

The 28-day posting requirement has been met and on August 26, 2019, the Board of Directors will vote to ratify amended and posted Policy 7413.08 – Walk-In Therapeutic/Jacuzzi-Type Bathtubs (attached).

I move to ratify amended and posted Policy 7413.08 – Walk-In Therapeutic/Jacuzzi-Type Bathtubs.

MUTUAL OPERATIONS**AMEND****PHYSICAL PROPERTY****Walk-in Therapeutic/Jacuzzi-Type Bathtubs - Mutual Eight Only**

If a shareholder wishes to have a walk-in therapeutic bathtub or Jacuzzi and the related equipment/appurtenances installed, the following must be adhered to:

1. A permit to install the walk-in therapeutic bathtub or Jacuzzi and related equipment/appurtenances must be obtained from the Physical Property Department of the Golden Rain Foundation prior to having the bathtub/Jacuzzi installed. Shareholder shall assume financial responsibility in case the licensed company fails to comply with all provisions of the permit and all GRF and Mutual policies, rules and regulations, and agrees to return the Mutual property to its original condition or satisfactorily complete the installation.
2. The Mutual has the authority and authorization to remove the bathtub/Jacuzzi and related equipment/appurtenances and return the shower/tub area to its original condition at shareholder's expense if the installation does not comply with this policy or if the provisions of this policy are not met.
3. The walk-in therapeutic bathtub/Jacuzzi shall have:
 - a. Sound board applied to all surrounding walls, floor to ceiling, with drywall mud and taped.
 - b. The shower trap shall be replaced using an all-glue ABS trap and a 2" trap with accessible clean out shall be maintained.
 - c. All new water piping shall be ~~copper pipe~~ **type "L" copper pipe and insulated.** Water tie-ins shall be ~~in the attic with ball valve shut offs~~ **shall be at water heater valve shutoffs. Copper to galvanized connections separated by minimum 6" brass nipple with ball vales accessible from access hole.**
 - d. ~~A 24" x 24" attic access shall be provided in the bathroom for access to the shut off valves. The attic access cover shall be a combination of plywood laminated to a 5/8-inch type X drywall with the drywall facing the attic side.~~

(draft created on 7-17-19 R. Swordes/ka)
 (draft further amended on 7-21-19 ka/mutualbod)

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MUTUAL OPERATIONS**AMEND****PHYSICAL PROPERTY****Walk-in Therapeutic/Jacuzzi-Type Bathtubs - Mutual Eight Only**

- d. e.** The bathtub/Jacuzzi faucets shall have quarter turn shut offs that are accessible-, **all angle stops to be DAHL ECHO type.** The discharge of water shall be by gravity drain. A pump may only be used if the discharge rate does not exceed 7 gpm. Air injection jets may only be installed if they do not exceed a 44 decibel sound level. If they are an integral part of the bathtub/Jacuzzi, they must be disabled if they do not meet this sound level.
- f. A 50-gallon (minimum) water heater shall be installed with a re-circulating pump for the bathtub/Jacuzzi unless an alternate source for maintaining adequate hot water temperature at the bathtub/Jacuzzi is provided such as a tank-less booster water heater at the bathtub/Jacuzzi. **A sub-panel is not permitted.**
- g. The main electrical panel must be upgraded to a 125 amp square D electrical panel with a 100 amp main breaker, if necessary, to provide sufficient circuit breakers. A sub-panel is not permitted.
4. Any damage which may occur to the building and/or appurtenances thereto during and/or after installation of bathtub/Jacuzzi and related equipment/ appurtenances is the responsibility of the shareholder and any repairs shall be paid for by the shareholder. Further, the shareholder, at their expense, shall be responsible for any removal/re-installation of the bathtub/Jacuzzi deemed necessary by the Mutual for the purpose of repairs and/or maintenance work to the building and/or appurtenances thereto.
- a. To cover any damage resulting from the use or operation of the bathtub/Jacuzzi to Mutual property or to any property in adjacent units, the shareholder agrees to maintain a liability insurance policy with a minimum of \$300,000 in coverage. The shareholder is financially responsible for any damages resulting from having the bathtub/Jacuzzi in their unit.
5. The bathtub/Jacuzzi and related equipment/appurtenances shall be maintained in good working condition. If the bathtub/Jacuzzi and/or related equipment/ appurtenances are not maintained in good operating condition by the shareholder, the bathtub/Jacuzzi and related equipment/appurtenances shall be removed, repaired, and/or replaced at the shareholder's expense independent of Service Maintenance.
6. The bathtub/Jacuzzi and related equipment/appurtenances must be removed and replaced with a standard shower and appurtenances upon sale or transfer of the unit, at the shareholder's expense, unless the buyers/transferees sign a supplemental agreement

(draft created on 7-17-19 R. Swordes/ka)

(draft further amended on 7-21-19 ka/mutualbod)

MUTUAL OPERATIONS

AMEND

PHYSICAL PROPERTY

Walk-in Therapeutic/Jacuzzi-Type Bathtubs - Mutual Eight Only

accepting responsibility for the bathtub/Jacuzzi and related equipment/appurtenances and agree to the provisions of this policy.

- 7. The shareholder(s) must sign a copy of this policy and acknowledge that they are aware of the provisions and agree to abide by them.

I hereby acknowledge that I am aware of the provisions of this policy and agree to abide by them.

Shareholder's Name _____ Apt. _____

Shareholder's Signature _____ Date _____

MUTUAL **ADOPTION** **AMENDED**

EIGHT: 11-22-10

(draft created on 7-17-19 R. Swordes/ka)
(draft further amended on 7-21-19 ka/mutualbod)
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Mutual Corporation No. Eight

MEMO

TO: MUTUAL EIGHT BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY RENEWAL OF ASSOCIATION RESERVES LOYALTY PLAN AGREEMENT (UNFINISHED BUSINESS, ITEM C)
DATE: AUGUST 26, 2019
CC: MUTUAL FILE

I move to approve/deny renewal of the Association Reserves three-year Loyalty Plan Agreement beginning January 1, 2020, at a cost of \$800.00 per year, and authorize the President to sign the necessary paperwork.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: AUGUST 26, 2019
CC: MUTUAL FILE

I move to acknowledge, per the requirements of the Civil Code Section 5500(a)-(f), a review of the reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the current year's budget, statements prepared by the financial institutions where the mutual has its operating and reserve accounts, an income and expense statement for the mutual's operating and reserve accounts, the check registers, monthly general ledger and delinquent assessment receivable reports for the month of July 2019.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO AMEND POLICY 7530 – WITHDRAWAL INSPECTION
(NEW BUSINESS, ITEM B)
DATE: AUGUST 26, 2019
CC: MUTUAL FILE

On August 26, 2019, the Board of Directors will vote to amend Policy 7530 – Withdrawal Inspection (attached).

I move to amend Policy 7530 – Withdrawal Inspection on a preliminary basis until the 28-day posting period is completed.

MUTUAL OPERATIONS**RESIDENT REGULATIONS****Withdrawal Inspection**

RESOLUTION:

Immediately upon vacating by the selling shareholder, the dwelling shall be inspected. Expense of repair and maintenance shall be paid from the withdrawal repair deposit of Seller. Balance to Seller.

<u>MU/DATE/AMOUNT</u>	<u>AMENDED/AMT.</u>	<u>AMENDED/AMT.</u>	<u>AMENDED/AMT.</u>
1 01-24-91/\$2,500	08-23-03/\$3,500	08-23-07/\$5,000	
2 11-15-90/\$2,500	09-16-04/\$3,500	09-20-07/\$5,000	01/17/13/\$8,000
3 07-14-95/\$2,500	- - - - -	10-12-07/\$5,000	06-14-13/\$10,000
4 07-01-85/\$2,000	12-01-03/\$3,500	09-12-07/\$5,000	12-12-12/\$7,500
5 07-19-95/\$2,500	11-19-03/\$3,500	09-19-07/\$6,500	
6 12-06-89/\$2,500	04-26-05/\$3,500	09-25-07/\$5,000	
7 12-15-89/\$2,500	07-19-03/\$3,000	09-21-07/\$5,000	11-16-11/\$10,000 (see 7530.7)
8 09-24-90/\$2,500	05-17-05/\$3,500	09-24-07/\$5,000	AMEND \$8,000
9 12-12-90/\$2,500	11-15-02/\$3,500	02-13-06/\$5,000	11-15-07/\$6,500 (see 7530.9)
10 10-24-90/\$2,500	08-27-03/\$3,500	10-24-07/\$6,500	
11 01-17-91/\$2,500	11-20-03/\$3,500	09-20-07/\$5,000	
12 12-13-90/\$2,500	02-10-05/\$3,500	10-11-07/\$5,000	03-14-13/\$7,500, 11-12-15/\$10,000
14 06-23-95/\$2,500	06-22-04/\$3,500	09-25-07/\$7,000	09-18-15/\$10,000
15 07-17-95/\$2,500	08-16-04/\$3,500	10-15-07/\$6,500	
16 06-28-95/\$2,500	02-25-05/\$3,500	09-17-07/\$6,500	
17 Not applicable			

(Nov 15)