

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL TWELVE
April 12, 2018**

The Regular Meeting of the Board of Directors of Seal Beach Mutual Twelve was called to order by President Gillon at 9:03 a.m. on Thursday, April 12, 2018, followed by the *Pledge of Allegiance*, in the Administration Building, Conference Room A.

SHAREHOLDER'S COMMENTS

Three shareholders made comments.

ROLL CALL

Present: President Gillon, Secretary Sprague, CFO Ferraro, and Directors Anderson and Harmon

Absent: Vice President Carson and Director Woodruff

GRF Representative: Mrs. Damoci

Guests: Three shareholders of Mutual Twelve

Staff: Ms. Hopkins, Mutual Administration Director
Mr. Antisdell, Building Inspector
Ms. Pellegrini, Recording Secretary

President Gillon welcomed guests and staff to the meeting.

MINUTES

President Gillon asked for any corrections to the Regular Meeting minutes of March 8, 2018. Upon a MOTION duly made by President Gillon and seconded by Secretary Sprague, it was

RESOLVED, To approve the meeting minutes for March 8, 2018, the emergency meeting minutes for March 6, 2018, and the emergency minutes for March 20, 2018, by calendar consent.

The MOTION passed.

BUILDING INSPECTOR'S REPORT

Inspectors Antisdell discussed the monthly report (attached).

Following a discussion, and upon the MOTION duly made by President Gillon and seconded by, Director Anderson, it was

RESOLVED, To approve the permit for the remodel at Unit M12-74C pending the completion of the performance bond, and authorize the President to sign the permit.

BUILDING INSPECTOR'S REPORT (continued)

The MOTION passed

Inspector Antisdal provided an update on the Dumpster Sign replacement project. After further discussion, it was decided that Inspector Antisdal will provide bids and examples of signs in the next month's Board meeting.

Following questions, Inspector Antisdal left the meeting at 9:47 a.m.

GRF REPRESENTATIVE

In the GRF Representative Damoci's absence, President Gillon presented her report (attached).

UNFINISHED BUSINESS

President Gillon provided an update on the tree trimming for 2018. Andres landscaping, Bright View, Peterson Tree Work, and Pinnacle Landscaping responded to bid requests. Physical Properties will send the Mutual 12 tree inventory to the bidders and ask the bidders to amend their bids and reference the individual trees being trimmed as they are listed on the inventory.

Following a discussion, and upon the MOTION duly made by President Gillon and seconded by, CFO Ferraro, it was

RESOLVED, To approve the Physical Property Department to proceed with going out to bid for eight (8) new roofs using the amended specification after meeting with Project Manager and Building Inspector.

The MOTION passed

President Gillon provided an update on the Sprinkler Rehabilitation Project. The de-thatching is 70% percent completed. Irrigation crews are starting work on installing new sprinkler heads in the south part of the Mutual near building 11.

NEW BUSINESS

The board has a quote from Service Maintenance Assistant Supervisor Hensley for re-painting the curbs. After discussion by the board it was decided not to re-paint the curbs until after the de-thatching has been completed because the equipment being used by the landscapers for this work would mar the re-painted curbs.

CFO Ferraro provided an update on SRO reports.

Following a discussion, and upon the MOTION duly made by President Gillon and seconded by, Secretary Sprague, it was

RESOLVED, To approve the carport rental for Shareholder in Unit 36-B renting their carport to the Shareholder in Unit 36-C.

NEW BUSINESS (continued)

The MOTION passed

Following a discussion, and upon the MOTION duly made by President Gillon and seconded by, Director Anderson, it was

RESOLVED, To approve the carport rental for Shareholder in Unit 42-D renting their carport to the Shareholder in Unit 64-B.

The MOTION passed

The Board made a consensus to give the Garden Change forms from Unit 36-C to the Landscape Committee to work with the Shareholder and authorize the Landscape Committee to review and approve the plans.

CFO Ferraro provided the Mutual Board Directors with the cost updates on the laundry rooms. The cost comparison included a comparison of the cost of using Mutual owned machines versus leasing machines from companies such as Wash.com.

(President Gillon called for a break at 10:30 a.m. and to return at 10:45 a.m.)

Following a discussion, and upon the MOTION duly made by CFO Ferraro and seconded by, President Gillon, it was

RESOLVED, Whereas the Mutual incurred extraordinary charges to the Emergency/Contingency Reserve fund for replacement of bathroom heater fans, the Board approves that the 2017 excess operating income for Mutual Twelve in the amount of \$15,655 be applied to the Emergency Contingency Reserve Fund as replenishment and instruct the GRF Accounting Department to record the transfer.

The MOTION passed

Following a discussion, and upon the MOTION duly made by CFO Ferraro and seconded by, President Gillon, it was

RESOLVED, That the Mutual Twelve Board of Directors under the discretionary authority of Bylaws Article V, Section 2 (c) approves retention of the GRF excess income distribution for the year 2017 in the amount of \$8,764 to be applied to the Mutual Twelve Emergency Contingency Reserve Fund.

The MOTION passed

NEW BUSINESS (continued)

Following a discussion, and upon the MOTION duly made by CFO Ferraro and seconded by, President Gillon, it was

RESOLVED, That effective on the maturity date of April 27, 2018, the Board approves the reinvestment of a CD held at US BanCorp in the amount of \$248,000 plus interest earned, and authorizes the purchase of two certificates of deposit for a term of one year at the prevailing interest rate.

The MOTION passed

Following a discussion, and upon the MOTION duly made by President Gillon and seconded by, CFO Ferraro, it was

RESOLVED, To not give Golden Rain Foundation the ability to negotiate a bulk cable contract.

The MOTION passed with four “yes” votes and one “no” vote (Anderson).

SECRETARY / CORRESPONDENCE

Secretary Sprague presented her report (attached).

Secretary Sprague received no correspondence.

CHIEF FINANCIAL OFFICER’S REPORT

CFO Ferraro presented her financial report (attached).

PRESIDENTS REPORT

A flyer for Sprinkler Rehabilitation Work starting in March 2018 was submitted by President Gillon (attached).

MUTUAL ADMINISTRATION DIRECTOR’S REPORT

Director Hopkins presented her report (attached).

ANNOUNCEMENTS

President Gillon announced that shareholders should not water the grass after it has been dethatched. Shareholders have asked if leveling the grass is part of the sprinkler project – its not. The sprinklers will be replaced without leveling the ground.

Carports belong to a specific unit. Shareholders do not have the right to begin using a carport that seems unused. Shareholders can only use the carport that belongs to their

ANNOUNCEMENTS (continued)

unit unless they have a rental agreement with another shareholder. Carport rental agreements must be approved by the board and are kept on file with Stock Transfer and Security. Shareholders using carports they don't have rights to will be fined daily, billed for any damage to the carport, and may be towed.

ONCE THE GRASS IS DETHATCHED IN YOUR AREA DO NOT WATER THE LAWN/TURF AREA. THE EXPERTS TELL US NOT TO WORRY...THE GRASS ROOTS ARE DORMANT AND WILL RECOVER. You may water your garden area only.

COMMITTEE REPORTS

CFO Ferraro submitted the Luncheon Committee report.

DIRECTOR'S COMMENTS

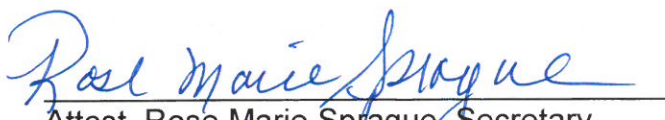
Several Directors made remarks.

SHAREHOLDER(S)' COMMENTS

No shareholder comments

ADJOURNMENT

There being no further business to conduct, President Gillon adjourned the meeting at 11:45 a.m. and announced there would be an Executive Session following the meeting to discuss member issues.



Attest, Rose Marie Sprague, Secretary
SEAL BEACH MUTUAL TWELVE

jp:04/12/18

Attachments

**NEXT MEETING: May 10, 2018 at 9:00 a.m.
Administration Building, Conference Room A**

SPECIAL MEETING ANNOUNCEMENTS AND AGENDAS ARE POSTED IN LAUNDRY ROOM 57 (D SIDE). FOR INFORMAL INDIVIDUAL NOTICE OF SPECIAL MEETINGS, CONTACT SECRETARY SPRAGUE OR EMAIL PRESIDENT GILLON AT MARGARET.GILLON@MUTUAL12.ORG.

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING OF APRIL 12, 2018**

04/12/18 RESOLVED, RESOLVED, To approve the meeting minutes for March 8, 2018, the emergency meeting minutes for March 6, 2018, and the emergency minutes for March 20, 2018, by calendar consent.

RESOLVED, To approve the permit for the remodel at Unit M12-74C pending the completion of the performance bond, and authorize the President to sign the permit.

RESOLVED, To approve the Physical Property Department to proceed with going out to bid for eight (8) new roofs using the amended specification after meeting with Project Manager and Building Inspector.

RESOLVED, To approve the carport rental for Shareholder in Unit 36-B renting their carport to the Shareholder in Unit 36-C.

RESOLVED, To approve the carport rental for Shareholder in Unit 42-D renting their carport to the Shareholder in Unit 64-B.

RESOLVED, Whereas the Mutual incurred extraordinary charges to the Emergency/Contingency Reserve fund for replacement of bathroom heater fans, the Board approves that the 2017 excess operating income for Mutual Twelve in the amount of \$15,655 be applied to the Emergency Contingency Reserve Fund as replenishment and instruct the GRC Accounting Department to record the transfer.

RESOLVED, That the Mutual Twelve Board of Directors under the discretionary authority of Bylaws Article V, Section 2 (c) approves retention of the GRF excess income distribution for the year 2017 in the amount of \$8,764 to be applied to the Mutual Twelve Emergency Contingency Reserve Fund.

RESOLVED, That effective on the maturity date of April 27, 2018, the Board approves the reinvestment of a CD held at US BanCorp in the amount of \$248,000 plus interest earn, and authorizes the purchase of two certificates of deposit for a term of one year at the prevailing interest rate.

RESOLVED, To not give Golden Rain Foundation the ability to negotiate a bulk cable contract.

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL NO. TWELVE
Emergency Meeting
March 06, 2018, 8:30 AM**

CALL TO ORDER:

An Emergency Meeting of the Seal Beach Mutual No. Twelve was called to order by President Gillon at 9:00 AM in the Physical Property Conference Room in Building 5.

ROLL CALL:

Those members present were: President Gillon, CFO Ferraro, Directors Anderson and Harmon.

Absent were: Vice President Carson, Secretary Sprague, Director Woodruff

Guests were: Jeremy Rappoport (Project Manager), Oscar Gutierrez (Pinnacle), Jerry Antisdale (GRF Inspector), George Meadows (Pinnacle), Chris Davis (Pinnacle), Alvarado Monroy (Pinnacle)

The purpose of the meeting was a pre-construction meeting for the Sprinkler Rehabilitation contract awarded to Pinnacle Landscape.

Project status was discussed: the contract has not been signed yet because the board is waiting for the performance bond to be issued.

Review of contact specifications took place. Specification implementation was discussed. Pinnacle contact information was distributed.

Future maintenance was discussed. Jeremy recommends that the board should, "treat the turf like a golf course." Beginning in 2019 reel mowers should be used once a year in the fall (OCTOBER) and take grass down to 1/2" in height (scalping) and then seed the lawns with rye. The rye will grow in the winter giving us winter lawns but it will die in the spring as the other creeping grasses begin to grow again. It is recommended that we start this program in October 2019.

No resolutions were made or passed in this meeting.

ADJOURNMENT:

President Gillon adjourned the meeting at 10:25 AM.

Attest:

Margaret Gillon, President
SEAL BEACH MUTUAL NO. TWELVE
/MMG

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL NO. TWELVE
Emergency Meeting
March 20, 2018, 6:00 PM**

CALL TO ORDER:

An Emergency Meeting of the Seal Beach Mutual No. Twelve was called to order by President Gillon at 6:10 PM at her home at 1330 St Andrews Dr Unit 68J.

ROLL CALL:

Those members present were: President Gillon, Vice President Carson, Secretary Sprague, Director Woodruff.

Absent were: CFO Ferraro, Directors Anderson and Harmon,

The purpose of the meeting was to discuss contractor issues on the Pinnacle Landscape Sprinkler Rehabilitation project.

Project status was discussed. Frequent inspections will be needed by Jeremy Rappoport, Project Manager, to review and approve the completed de-thatching. Jeremy has submitted a change order for one month of weekly inspections and two months of bi-monthly inspections.

After a review of the change order , upon a Motion made by President Gillon and seconded by Vice President Carson it was,

RESOLVED, to approve Change Order #1 from Jeremy Rappoport dated March 19, 2018, for a cost of \$6,780.00, to provide additional inspections of the Pinnacle Sprinkler Rehabilitation project and authorize the President to sign the change order.

The motion passed.

ADJOURNMENT:

President Gillon adjourned the meeting at 6:35 PM.

Attest:

Margaret Gillon, President
SEAL BEACH MUTUAL NO. TWELVE
/MMG

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (12) TWELVE)

INSPECTOR: JERRY ANTISDEL

MUTUAL BOARD MEETING DATE: April 12, 2018

Print Date: 4/11/2018

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	FINAL INSPECTION	CONTRACTOR / COMMENTS
6-A	HEAT PUMP	BOTH	04/04/18	06/04/18	NO	NONE	GREENWOOD
6-G	HEAT PUMP	BOTH	02/19/18	05/19/18	NO	NONE	GREENWOOD
8-B	GLASS AT PATIO	BOTH	02/07/18	03/23/18	NO	03/21/18 FINAL	BODIES GLASS
10-J	FLOORING	GRF	03/09/18	05/04/18	NO	NONE	BIXBY PLAZA CARPET
36-C	REMODEL	BOTH	10/31/17	01/30/18	YES	01/12/18 D WALL	LW DÉCOR
36-C	REMODEL	BOTH	10/31/17	01/30/18	YES	NONE	LW DÉCOR
36-C	REMODEL	BOTH	10/31/18	01/30/18	YES	03/26/18 FINAL	LW DÉCOR
56-I	WINDOWS DRY WALL	BOTH	02/15/18	05/20/18	NO	NONE	LW DÉCOR
64-E	REMODEL	BOTH	10/07/17	02/07/18	NO	01/18/18 FINAL	OGAN CONSTRUCTION
67-J	REMODEL	BOTH	11/01/17	05/01/18	NO	NONE	NATIONWIDE PAINTING CONCEPT
64-H	WALK IN TUB	BOTH	02/20/18	03/20/18	NO	03/16/18 FINAL	PEEK CONSTRUCTION
69-C	REMODEL	NO	02/28/18	04/06/18	NO	03/27/18 FINAL	NATIONWIDE
74-C	ROOM ADDITION GO OVER PLANS						
77-B	COUNTER TOPS	BOTH	03/27/18	05/27/18	NO	NONE	NATIONWIDE
78-E	FLOORING	GRF	04/01/18	05/01/18	NO	NONE	GL GUNDERSON
DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS	

GREY AREAS HAVE BEEN SIGNED OFF

Escrow Activity						
	NMI	PLI	NBO	FI	COE DATE	ROF
6-A		02/27/18	03/12/18	03/21/18	04/04/18	
7-L		11/21/17	04/06/18			
34-L		09/22/17	03/15/18	03/20/18	04/03/18	
46-A		03/30/18				
46-G		03/30/18				
55-G		04/04/18				
73-F		03/28/18				
73-H		04/12/17				

GREY AREAS HAVE BEEN SIGNED OFF

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation

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

Contract Services	Project Description
EMPIRE PIPE CLEANING	CONTRACT GOOD UNTIL 2020
FENN TERMITE AND PEST CONTROL	CONTRACT GOOD UNTIL 2020
PINNACLE LANDSCAPE	MONTH TO MONTH
ANGUIANO LAWN CARE INC	RAIN GUTTER CLEANING EXTENDED TO 04/30/18
PINNACLE LANDSCAPE	IRRIGATION 2018
DISH ON BUILDINGS FOR ALL TWELVE UNITS	

Site Visits

51							
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Carole Damoci

April 11th, 2018

Mutual 12 GRF Representative

The multi-purpose courts (Now called Mission Park) behind Clubhouse 2 will also have a picnic area and should be ready for use in June. Veterans Plaza, between clubhouse 3 and the Library, is almost finished and should be ready for outdoor functions in the near future.

Clubhouse 2 is the next clubhouse to be updated. We met there today and went through the clubhouse to see what needs to be done. Attend the Recreation and ADRC Committee meetings to see what we decide on.

The Monday night dinner at clubhouse 1 next week will feature Naples Rib Company. Over 300 dinners were served the last Monday they were here. It's a good way to meet with your friends and have a nice dinner without needing to leave the community. The popularity of these Monday night dinners underscores the need for more of this type of service in the community. Reservations are needed for Naples but not Finbar's. They are first come first serve.

We're starting the planning stages for a new or updated pool and will have a town hall meeting on Wednesday April 25th at 9 a.m. to start collecting information from the Members on what they would like to have. The pool is 55 years old and needs some work. How much is yet to be determined. It's possible the pool may need to be completely replaced but a final decision will wait until we have input from the Members and have the pool inspected. The pool is being built out of Capital funds. Capital funds are not paid for by the current Members living in LW unless they moved into Leisure World in the past 3 years. Everyone moving into LW pays an "Amenities" fee. Every Shareholder only pays it once. The money from that is now split 50/50. Half goes into the Reserve fund and half goes into Capital. The pool will come out of the Capital fund.

Part of my job as Vice-President is as the Facilitator of the Policy Rules Violation Panel. This panel started out handling only parking violations but now also handles any tickets issued to Shareholders with spaces in the RV lot. Over the last 9 months I have seen that the same kinds of tickets are being handed out by our Security Parking Staff. Tickets that should be easy to avoid. If your registration is past due the first ticket will cost you \$50. The second and all others will cost \$100 each. There are no warning tickets issued and no fines will be waived if you get your registration after the ticket has been issued. Parking policy 1927-37 is on the LWSB.Com web-site.

Anytime you invite someone into the community by calling them in or giving them one of your passes you take responsibility for any acts committed by them, including parking ticket fines. Please know who you bring into the community.

Over the next couple of months you will need to re-register your golf carts proving you have insurance. This will be done by Mutual and the dates and times will be in the LW News. A new different color decal will be put on the golf cart so the Security Parking personnel will know who has re-registered their golf carts. This will then be done yearly. No golf carts will be able to be driven or parked on any street or in any clubhouse parking lot in the community without insurance and decals. Tickets issued will have a fine attached to them. No driver's license is required for residents of Leisure World to drive a golf cart. No one under the age of 18 can drive a golf cart and all guests over 18 driving a golf cart must have a driver's license. Everyone driving a motor vehicle, other than a golf cart, must have a driver's license.

We're working toward bringing the Seal Beach Police Department into Leisure World to issue moving violations. Too many Shareholders run stop signs, speed and drive through the signal on the red. These tickets run between \$400 and \$500 in the real world and will be the same in here. They will also count as point on your license.

The Mutual election is coming up. I served on the Mutual Board for a year and it was an eye-opening year. I hope you give some thought to running.

As always, if you have any questions concerning the Golden Rain Foundation, please feel free to contact me. If I don't have your answers I will get them.

Respectfully submitted,

Carole S. Damoci

562-405-4965

GRF Vice-President

cdamoci@lwsb.com

The Board of Directors of Mutual Twelve is recruiting volunteers to become Building Captains in the following buildings: 10, 34, 35, 38, 47, 60, 63, 66, 67, 72,74.

What does a Building Captain do?

Welcomes the new Shareholder(s).

Circulates the monthly minutes, distributes informational flyers, and assists the Parcel Director in selling the annual Shareholder Luncheon Tickets.

Forwards questions or any concerns to the Parcel Director or other Board Member.

May provide information to First Responders in the event of an emergency, such as fire or earthquake.

A Building Captain IS NOT responsible for the general well-being or health of their neighbors.

If you feel you can be a Building Captain, please contact your Parcel Director or myself at 714-742-8362. Thank you very much.

Rose Marie Sprague

Secretary Mutual Twelve

“Wherever you turn, you can find someone who needs you. Even if it is a little thing, do something for which there is no pay but the privilege of doing it. Remember, you don’t live in the world all of your own.”

Albert Schweitzer

CFO REPORT – REGULAR MEETING APRIL 12, 2018

The 2nd half installment for the Real Property Taxes for the 2017/2018 year were timely paid and the funds have cleared the Mutual 12 bank account.

Audited Financial Statements for the calendar year 2017 for Seal Beach Mutual No. Twelve were delivered via the L/W Weekly Newspaper on April 11. Our Mutual received an unqualified opinion which is the best opinion given. Please retain for your records. You also received the Golden Rain Foundation report as well.

A copy of the March 31, 2018 detailed Budget Comparison (Operations Statement) is attached for your review. The report reflect activity for the first quarter 2018. All Directors have received their copy of the Financial Statements.

At this time there is excess income in the sum of \$30,075. This is a result of lower operating expenses overall in the amount of \$22,214 and better than expected income in the amount of \$7,862. During this first quarter, we have recouped legal expenses from prior year(s), which is reflected in the Miscellaneous Income. Please keep in mind that the budget numbers are estimates for 12 months and some expenses fluctuate based upon billing cycles or demands due to seasonal changes. Delinquent member accounts is \$9,472, and no one account has a past due balance greater than \$1,800.

To clarify some misinformation, in November 2017 the Board authorized Service Maintenance to perform preventive maintenance on all washers and dryers with a labor estimate of \$2,100 with parts to be approved on a case by case basis. Mutual 12 has 88 machines, 44 washers and 44 dryers. The total charge to the Mutual for all 88 machines labor and parts was \$1,733.41. Dividing that number by 88 machines equals average cost \$19.70 each.

Cash in the bank	\$328,973	Checking and MMA for Operations
Appliance Reserve	\$ 23,643	
Painting Reserve	\$ 82,643	
Roofing Reserve	\$1,757,122	
Emergency/Cont.	\$ 273,660	
Infrastructure Reserve	<u>\$ 173,735</u>	
TOTAL RESERVES	<u>\$2,310,803</u>	(Net of project contract commitments)

Respectfully submitted,

Susan Ferraro
Chief Financial Officer

1012 Seal Beach Mutual No. Twelve
Budget Comparison - Mutuals
03/31/2018

P.O. Box 2069
Seal Beach CA 90740

Mar Actuals	Mar Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget	Annual Unused Budget
60,256	69,020	8,764	7210000	Trust Maintenance Costs	198,296	207,060	8,764	828,245	629,949
				GRF Trust Maintenance Fee					
60,256	69,020	8,764		Total Trust Maintenance Costs	198,296	207,060	8,764	828,245	629,949
				Utilities					
2,658	2,450	(208)	6420000	Electricity	5,959	7,350	1,391	29,398	23,439
6,891	5,817	(1,074)	6423000	Water	18,114	17,451	(663)	69,807	51,693
3,670	3,702	32	6424000	Trash	11,011	11,106	95	44,423	33,412
13,219	11,969	(1,250)		Total Utilities	35,084	35,907	823	143,628	108,544
				Professional Fees					
253	253	0	6430000	GRF Management Fee	759	759	0	3,037	2,278
737	2,640	1,903	6434000	Legal Fees	16	7,920	7,904	31,676	31,660
39	41	2	6435000	Bank Service Fees	115	123	8	488	373
1,029	2,934	1,905		Total Professional Fees	890	8,802	7,912	35,201	34,311
				Outside Services					
10,429	11,056	627	6475000	Landscape Maint. - Contract	31,287	33,168	1,881	132,671	101,384
(275)	1,975	2,250	6475500	Landscape Maint. - Extras	5,170	5,925	755	23,703	18,533
0	1,736	1,736	6475505	Landscape Maint. - Trees	0	5,208	5,208	20,828	20,828
910	140	(770)	6477100	Painting	6,362	420	(5,942)	1,681	(4,681)
280	895	615	6477200	Pest Control	781	2,685	1,904	10,740	9,959
525	1,984	1,459	6477300	Structural Repair	1,855	5,952	4,097	23,811	21,956
320	371	51	6477400	Miscellaneous Services	1,701	1,113	(588)	4,448	2,747
0	18	18	6512000	Escrow Expense - W/O	0	54	54	217	217
5,278	5,542	264	7552000	Service Maintenance-Standard	18,841	16,626	(2,215)	66,498	47,657
704	0	(704)	7552200	Maintenance Replacements	13,566	0	(13,566)	0	(13,566)
(704)	0	704	5394000	Transfers from Funded Resvs	(13,566)	0	13,566	0	13,566
17,468	23,717	6,249		Total Outside Services	65,997	71,151	5,154	284,597	218,600

1012 Seal Beach Mutual No. Twelve Budget Comparison - Mutuals 03/31/2018
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P.O. Box 2069
 Seal Beach CA 90740

Mar Actuals	Mar Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget	Annual Unused Budget
				Taxes & Insurance					
249	249	0	6720000	State & Federal Taxes	746	747	1	2,983	2,237
10,204	10,057	(147)	6730000	Property & Liability Insurance	30,612	30,171	(441)	120,684	90,072
10,452	10,306	(146)		Total Taxes & Insurance	31,357	30,918	(439)	123,667	92,310
42,168	48,926	6,758		Total Operating Expense	133,329	146,778	13,449	587,093	453,764
				Contributions to Capital					
3,198	3,198	0	7620000	Appliance Reserve From Assessments	9,593	9,594	1	38,373	28,780
3,767	3,767	0	7630000	Painting Reserve From Assessments	11,302	11,301	(1)	45,209	33,907
24,233	24,233	0	7675000	Roofing Reserve From Assessments	72,698	72,699	1	290,791	218,093
26,000	26,000	0	7677000	Infrastructure Reserve From Assessments	78,000	78,000	0	312,000	234,000
57,198	57,198	0		Total Contributions to Capital	171,593	171,594	1	686,373	514,780
159,622	175,144	15,522		Total Expenses	503,218	525,432	22,214	2,101,711	1,598,493

1012 Seal Beach Mutual No. Twelve
Budget Comparison - Mutuals
03/31/2018

P.O. Box 2069
Seal Beach CA 90740

Mar Actuals	Mar Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget	Annual Unused Budget
OPERATING INCOME									
				Financial Income					
3,258	1,757	1,501	5397000	Taxable Interest Income - Mutual	6,820	5,271	1,549	21,078	14,258
172	0	172	5397500	Tax Exempt Interest Income	512	0	512	0	(512)
(1,469)	(1,469)	0	5398100	Interest Income Allocation	(4,407)	(4,407)	0	(17,628)	(13,221)
52	2	50	5420000	Other Taxable Income	93	6	87	21	(72)
<u>2,013</u>	<u>290</u>	<u>1,723</u>		Total Financial Income	<u>3,017</u>	<u>870</u>	<u>2,147</u>	<u>3,471</u>	<u>454</u>
				Other Income					
27	50	(23)	5610000	Late Charges	43	150	(107)	597	554
1,000	2,667	(1,667)	5921000	Inspection Fees	5,250	8,001	(2,751)	32,002	26,752
(2,988)	0	(2,988)	5980000	Miscellaneous Income	8,588	0	8,588	0	(8,588)
<u>(1,962)</u>	<u>2,717</u>	<u>(4,679)</u>		Total Other Income	<u>13,881</u>	<u>8,151</u>	<u>5,730</u>	<u>32,599</u>	<u>18,718</u>
<u>51</u>	<u>3,007</u>	<u>(2,956)</u>		Total Operating Income	<u>16,898</u>	<u>9,021</u>	<u>7,877</u>	<u>36,070</u>	<u>19,172</u>
				Contributions To Capital					
3,198	3,198	0	5120000	Appliance Reserve Contributions	9,593	9,594	(1)	38,373	28,780
3,767	3,767	0	5130000	Painting Reserve Contributions	11,302	11,301	1	45,209	33,907
24,233	24,233	0	5175000	Roofing Reserve Contributions	72,698	72,699	(1)	290,791	218,093
26,000	26,000	0	5177000	Infrastructure Reserve Contributions	78,000	78,000	0	312,000	234,000
<u>57,198</u>	<u>57,198</u>	<u>0</u>		Total Contributions To Capital	<u>171,593</u>	<u>171,594</u>	<u>(1)</u>	<u>686,373</u>	<u>514,780</u>
				Regular Assessments					
114,927	114,939	(13)	5111000	Carrying Charges	344,802	344,817	(15)	1,379,268	1,034,466
114,927	114,939	(13)		Total Regular Assessments	344,802	344,817	(15)	1,379,268	1,034,466
172,176	175,144	(2,968)		Total Income and Contributions to Capit.	533,294	525,432	7,862	2,101,711	1,568,417
12,554	0	12,554		Excess Inc/(Exp) Before Off-Budget Items	30,075	0	30,075	0	(30,075)
				Off-Budget Items					
6,688	0	(6,688)	8100000	Depreciation Expense	20,023	0	(20,023)	0	(20,023)
6,688	0	(6,688)		Total Off-Budget Items	20,023	0	(20,023)	0	(20,023)
5,866	0	5,866		Excess Inc.Exp. After Off-Budget Items	10,052	0	10,052	0	(10,052)

Mutual Administration Director's Report

April 2018



If an overabundance of personal belongings gets in the way of living your life comfortably, speak to your healthcare professional. It can be difficult to let go of personal items, but there is help!

You may also contact the Member Resources and Assistance Liaison, Cindy Tostado at (562) 431-6586, extension 317.

Collecting and keeping too many things in your Unit, or on your patio/porch, might present a clear and present danger of rodent and insect infestation, and even the possibility of creating a fire hazard within your Unit.

Please note: It is against the Law to place electronic waste, smoke detectors, batteries, paint cans, sharps, pesticides and herbicides, auto parts and light bulbs, including fluorescent light bulbs, in either the GREEN or the WHITE Waste Containers.

Large items:

Furniture, mattresses, tables, chairs and all other large items must be taken to the North-West corner of Seal Beach Leisure World.

DO NOT leave any large items around the waste bin areas.

An assessment per item may be brought against an individual Unit for leaving these items in or around the waster bin areas.

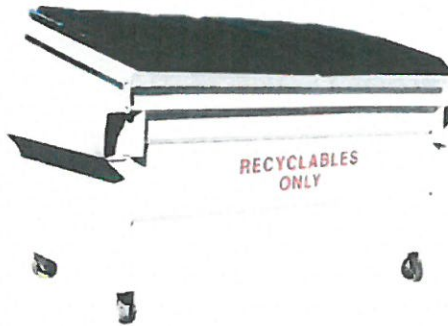
If you are not sure or have any questions regarding proper disposal of any items, please ask your Building Captain or Mutual Director for clarification.



GUIDE TO RECYCLING...

SEPARATING RECYCLE PRODUCTS FROM TRASH

CALMET (the waste collection agency serving Leisure World) has provided a S.O.R.T. (Saving Our Resources Together) Guide for the disposal of products from the home. Plastic bags **CANNOT** be recycled. Please be sure to place recyclables from plastic bags into **WHITE** bin and place plastic bags into the **GREEN** trash bin.



RECYCLABLES

GLASS

- Clear
- Brown
- Green
- Liquor
- Soft Drink
- Juice & Food Jars



METAL

- Aluminum Foil
- Aerosol Cans (Empty)
- Food Cans & Lids
- Wire Coat Hangers
- Soda & Juice Cans



PLASTIC

- Milk Jugs
- Soda, Juice & Water
- Soap Bottles
- Containers with Numbers 1-7



PAPER

- Newspaper
- Junk Mail & Magazines
- Envelopes & Paper
- Wrapping Paper (non-metallic)
- Cereal Boxes
- Egg Cartons
- Paper Shopping Bags
- Phone Books
- Cardboard Boxes (flattened)
- Juice Drink Boxes



IT'S AGAINST THE LAW...

To place these items into either the GREEN or the WHITE Regular Waste Containers:

- Electronic Waste*
- Smoke Detectors
- Household Batteries*
- Paint Cans & All Paint Products
- Sharps
- Pesticides & Herbicides
- Auto Products
- Fluorescent/Light Bulbs*



HOUSEHOLD HAZARDOUS WASTE

The law prohibits putting any hazardous liquids or hazardous waste materials in your regular waste containers. These waste items **MUST** be handled separately and taken to a **Hazardous Waste Collection Center**. Closest centers are: Rainbow Disposal, 714-847-3581 or the O.C. Integrated Waste Management Dept. 714-834-6752.



E-WASTE, HOUSEHOLD BATTERIES & LIGHTING

Instructions for proper disposing of the following items:

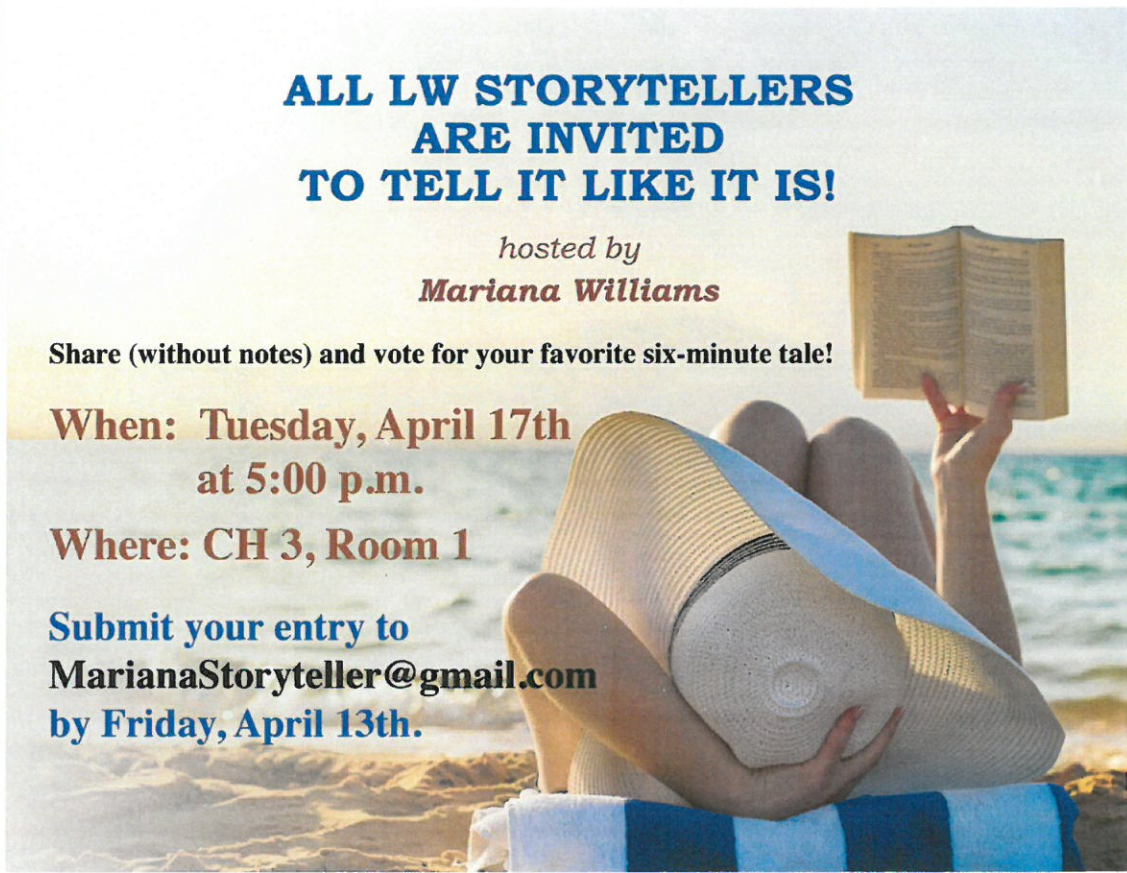
- **E-Waste** Service Maintenance Dept. 562-431-6586, x369
- **Household Batteries** Service Maintenance Dept. 562-431-6586, x369 or News Office
- **Fluorescent/Light Bulbs** Service Maintenance Dept. or Purchasing Office

LARGE ITEMS

Furniture, mattresses, water closets and other large items must be taken to the North-West corner of Leisure World. Travel North on Oak Hills Road, turn **RIGHT** into the Mini-Farm area. Please use the Resident Recycling Containers.

PLEASE NOTE: An assessment of \$30 per item will be brought against an individual or Mutual for leaving these items in or around bin areas. If you are not sure or have questions regarding proper disposal of these items, please ask your Building Captain or Mutual Director for clarification.



A photograph of a person sitting on a beach, reading a book. The person is wearing a large, light-colored straw hat and is holding the book open with both hands. The background shows the ocean and a clear sky. The image is framed by two vertical wooden-textured bars on the left and right sides.

**ALL LW STORYTELLERS
ARE INVITED
TO TELL IT LIKE IT IS!**

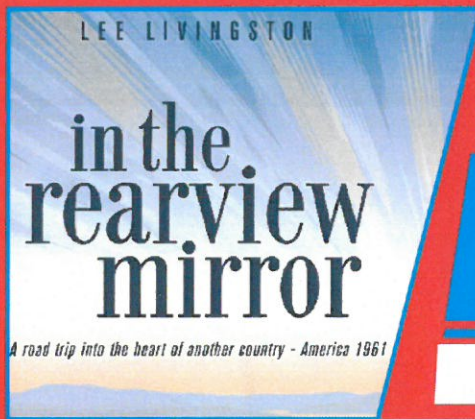
hosted by
Mariana Williams

Share (without notes) and vote for your favorite six-minute tale!

**When: Tuesday, April 17th
at 5:00 p.m.**

Where: CH 3, Room 1

**Submit your entry to
MarianaStoryteller@gmail.com
by Friday, April 13th.**



LW Library invites you to an
Author Speak Event

In The Rearview Mirror

by Lee Livingston

When: Wednesday, April 25
11 a.m. - 12 p.m.

Where: The Library Patio



Complimentary refreshments

You are Invited!
To an Author Speak Event at the LW Library

Craig MacDonald
on

**“OLD WEST
WOW!”**

The award-winning
historian,
professional speaker
and author.

This is a speech you don't
want to miss!



When:
**Wednesday,
May 9, 2018, 11:00 a.m.**

Where:
On the Library Patio

Complimentary
refreshments

SEAL BEACH MUTUAL NO. TWELVE 2018 Sprinkler Rehabilitation Project begins in March



The Mutual has been divided into five sections called POCs (point of controller). The work will start in POC A and move in a clockwise direction until all sections are completed. See schedule below.

Below is a simple description of what will be done.



- (1) **WORK STAGING.** A large container, approximately 8' x 20', will be moved into a parking area near the current POC to hold the grass as it is removed. A portable toilet will be set up next to the container.
- (2) **DETHATCHING.** All the grass will be removed down to ground level using a process called de-thatching. This will leave a dirt surface with the grass roots still intact below the surface.
- (3) **SPRINKLER LINE UPDATES.** Sprinkler lines will be moved so they are in the correct position for the new sprinkler heads.
- (4) **SPRINKLER HEAD REPLACEMENT.** All sprinkler heads will be replaced with new water-smart heads.
- (5) **WORK DURATION** will be 4 to 8 weeks for each POC area.

CAUTIONS

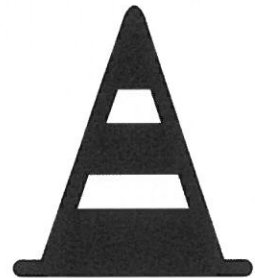
OPERATORS. Stay away from equipment operators and laborers.

WORK ZONES. Do not enter an active work zone.

HEAVY EQUIPMENT will be used during this project.

NOISE. There will be loud noise in the areas being worked on.

DUST. Removing the grass and exposing the ground will create dust.



SPRINKLER SCHEDULE

Sprinklers in areas that have not been de-thatched will run on their normal watering schedule. Once an area has been de-thatched and stripped the sprinklers will be turned off until the new replacement sprinklers have been completely installed.

WORK SCHEDULE

POC A Bldgs 6,7,8,9,10,11,70-75 followed by:

POC C Bldgs 58-69, followed by:

POC B Bldgs 34-45, followed by:

POC E Bldgs 46,47, 55-57, followed by:

POC D Bldgs 75-78.

QUESTIONS? Phone your Parcel Director or any other Parcel Director for Mutual Twelve.

MUTUAL TWELVE

GOLDEN RAIN MONTHLY
SUMMARIES FOR

April 2018

(See information attached.)

RECAP OF GOLDEN RAIN FOUNDATION BOARD ACTIVITY OF March 27, 2018

Approved Minutes

The minutes of the February 27, 2018 Golden Rain Foundation (GRF) Board of Directors (BOD) meetings were approved, as presented.

General – Reserve Funding Request – Clubhouse One, Heat Pump, Women's Billiard Room
MOVED and duly approved award a contract to Greenwood Heating and Air, at a cost not to exceed \$5,400, to replace the heat pump in the Clubhouse One (CH1), Women's Billiard Room, asset ID # 303, funding from Reserves, and authorize the President to sign the contract.

Architectural Design & Review Committee- Trust Property Tree Trimming

The Committee concurred to refer the agenda item to the Architectural Design & Review Committee for re-evaluation.

Communications Committee – Amend Policy 2866-36, Acceptable Bilingual Advertisements
MOVED and duly approved amend Policy 2866-36, Acceptable Bilingual Advertisements, as presented.

Executive Committee – Amend Policy 5092-30, Board of Directors Code of Ethics and Conduct
MOVED and duly approved to amend Policy 5092-30, Board of Directors Code of Ethics and Conduct, as presented.

Executive Committee – Amend Policy 5092.01-30, Board of Directors Censure Procedure
MOVED and duly approved to refer Policy 5092.01-30, Board of Directors Censure Procedure, to the Executive Committee for review.

Executive Committee – Amend Policy 5092.02-30, Motion to Censure
MOVED and duly approved to refer Policy 5092.02-30, Motion to Censure, to the Executive Committee for review.

Executive Committee – Adopt Policy 5092.03-30, Correspondence –Notification of Motion to Censure
MOVED and duly approved to refer Policy 5092.03-30, Correspondence- Notification of Motion to Censure, to the Executive Committee for review.

Executive Committee – Approve California Minimum Wage Increase, Wage Range Increase
MOVED and duly approved to approve a general wage increase for all GRF employees earning \$13.99 or less, by a fifty-cent per hours increase, at a projected non-budgeted expense of \$36,127 and authorize the Executive Director to take required actions to fulfill the directive of the GRF Board.

Executive Committee – Rescind Policy 5610-30, Participation by Foundation Members
MOVED and duly approved to rescind Policy 5610-30, Participation by Foundation Members.

Executive Committee – Amend Policy 5101-30, Limitation of Terms –Golden Rain Foundation Officers and Committee Chairs
MOVED and duly approved to rescind Policy 5101-30, Limitation of Terms – Golden Rain Foundation Officers and Committee Chairs, as presented.

Executive Committee – Rescind Policy 5022-30, Limitation of Terms - Officers

MOVED and duly approved to rescind Policy 5022-30, Limitation of Terms – Officers.

Finance Committee – Accepted February 2018 Financial Statements

MOVED and duly approved to accept the February 2018 Financial Statements for audit.

Finance Committee – Accept Draft 2017 Audited Statements

MOVED and duly approved accept the final draft 2017 Golden Rain Foundation Financial Statements, as of December 31, 2017, for the year then ended, and the proposed Independent Auditors' Report as submitted by Clifton Larson Allen LLP, hereby accepting the above mentioned Financial Statements and reports therein (exhibit A, in the agenda packet), reflecting excess income of \$128,128.

Excess Income Distribution

MOVED and duly approved that the excess income of \$128,128 be distributed on a pro rata basis, in its entirety, to the Mutual Corporations pursuant to Policy 5528-31 – Refund of Excess Income.

Finance Committee – Approve CDAR Purchase

Moved and duly approved to continue the investment ladder by investing \$800,000 from the First Foundation Bank Money Market Reserve account and from proceeds of a maturing CDAR (Reserve funds) in a 52-week CDAR @ .70% which will be fully insured by the FDIC.

Finance Committee – Amend Policy 5522-31, Safe Deposit Boxes

Moved and duly approved to amend Policy 5522-31, Safe Deposit Boxes, as presented.

Finance Committee – Rescind Policy 5320-31, Budgeting

Moved and duly approved to rescind Policy 5320-31, Budgeting.

Mutual Administration Committee – Rescind Policy 1802-33, Qualified Permanent Resident Agreement

Moved and duly approved to rescind Policy 1802-33, Qualified Permanent Resident Agreement.

Mutual Administration Committee – Rescind Policy 1803-33, Co-Occupant Agreement

Moved and duly approved to rescind Policy 1803-33, Co-Occupant Agreement.

Mutual Administration Committee – Rescind Policy 1804-33, Golden Rain Foundation Request for Additional Occupant Entry

Moved and duly approved to rescind Policy 1804-33, Golden Rain Foundation Request for Additional Occupant Entry.

Recreation Committee – Approve Lease - Building Five, Room D, Multi-cultural Resource Center

MOVED and duly approved to approve a Lease Agreement between Golden Rain Foundation and the Korean American Association, for the use of Trust Property, per terms and condition of the attached lease agreement, for a portion of the Trust Property commonly identified as Building 5, Room D (248 square feet), and authorize the President to sign the agreement.

Recreation Committee – Replacement and Refurbishment of Pianos

MOVED and duly approved to allocate Reserve funding, for Asset 993, in an amount not to exceed \$19,500, for the repair and touch up of six community pianos from Ansdell Piano and the purchase of four refurbished pianos from Kim's Piano as part of the Community Piano Upgrade Program.

Recreation Committee – Reserve Funding Request – Amphitheater, Sound System Upgrades

MOVED and duly approved the replacement of the Amphitheater sound system, comprised of components as identified upon the estimate dated March 5, 2018, TM Consultants, in an amount not to exceed \$120,000, Reserve funding, and authorize the President to sign the applicable documents.

Recreation Committee – Golf Course Tree Trimming

The Board concurred to discuss the topic at the April GRF Board of Directors meeting.

Security, Bus & Traffic Committee – Surveillance System Expansion, Amphitheater

MOVED and duly approved the expansion of the surveillance system, in the amount of \$15,402.97, Capital funding, and authorize the Executive Director to initiate the purchases.