

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIFTEEN
September 18, 2017 1:00 p.m.
Mutual Administration Conference Room

SHAREHOLDER(S)' COMMENTS – Agenda items only (limited to 3 minutes per person)

CALL TO ORDER / ROLL CALL

INTRODUCTION OF GUESTS AND STAFF:

- Mr. Crossley, GRF Representative
- Ms. Hopkins, GRF Mutual Administration Director
- Ms. Miller, GRF Finance Director
- Mr. Antisdell, GRF Building Inspector
- Ms. Day, Recording Secretary

BOARD ROOM DECORUM

APPROVAL OF MINUTES: **Regular Meeting of August 22, 2017**

BUILDING INSPECTOR'S REPORT (pages 3-4) Mr. Antisdell
 a. Carport mirror bids

GUEST SPEAKER – Presentation of proposed 2018 Budget **Ms. Miller**

MUTUAL ADMINISTRATION DIRECTOR'S REPORT Ms. Hopkins

GRF REPRESENTATIVE'S REPORT Mr. Crossley

SECRETARY'S REPORT/CORRESPONDENCE Mrs. Reed

PRESIDENT'S REPORT Ms. Dunagan

VICE PRESIDENT'S REPORT Mrs. Obenauer

CHIEF FINANCIAL OFFICER'S REPORT Mr. Webster

BOARD REPORTS

- a. Laundry Rooms/Carports/Walkway Lights/Breezeway Lighting Ms. Ellis/Mr. Pham
- b. Landscaping Mrs. Reed
- c. Buildings 1 – 24 Mrs. Obenauer
- d. Buildings 25 – 48 Ms. Rhodes
- e. Emergency Preparedness Coordinator Mr. Pham
- f. Trees Mr. Webster

STAFF SECRETARY BREAK (TIME TO BE DETERMINED BY PRESIDENT)

OLD BUSINESS –

- a. Approve proposed 2018 Budget
- b. Discuss Policy 7510 – Eligibility Requirements – Presidents' Council draft (pages 5-6)
- c. Approve amended John's Landscape Service contract

NEW BUSINESS –

- a. Discuss/adopt Policy 7531.15 – Inspection of Vacant, Unoccupied or Seasonal-Use Units (page 7)
- b. Discuss/adopt Policy 7585.15 – Governing Document Compliance Corrective Measures and Fines (pages 8-10)
- c. Amend Policy 7502.15.1 – Adoption of GRF Policy 1927-37 Fines for Parked Vehicles (pages 11-42)

- d. Water bill – budget
- e. Washer fee increase
- f. Fenn – saving on ant costs (page 43)
- g. ID Cards Memo Mutual Presidents and ID Cards Sign Sheet (page 44-45)
- h. LA Seismic Survey 2017 – Project Description Leisure World (page 46)

SHAREHOLDER(S)' COMMENTS

ADJOURNMENT

EXECUTIVE SESSION (member and legal issues will be discussed)

**NEXT MEETING: October 16, 2017, at 1:00 p.m.
Administration Building, Conference Room A**

cd:9/13/17

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: Jerry Antisdal

MUTUAL BOARD MEETING DATE: SEPTEMBER/18/17

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
2-C	KITCHEN REMODEL	BOTH	07/15/17	11/15/17	NO	NONE	LOS AL BLDRS
4-D	HEAT PUMP	BOTH	07/15/17	10/15/17	NO	07/25/17 FINAL	GREENWOOD
4-D	WASHER/DRYER	BOTH	07/17/17	10/17/17	NO	NONE	CGR
4-D	WASHER/DRYER	BOTH	07/17/17	10/17/17	NO	08/08/17 ROUGH ELEC/PLUMB	CGR
4-D	WINDOWS	BOTH	07/18/17	08/18/17	NO	07/25/17 LATH /08/28/17 FINAL	SEAPORT WINDOWS
5-B	ROOF COVERING	GRF	09/15/17	10/16/17	NO	NONE	NATIONWIDE PAINTING
7-K	RENNOVATIONS	BOTH	05/28/17	08/31/17	NO	NONE	LOS AL BLDRS
10-H	TILE PATIO	GRF	07/10/17	08/10/17	NO	08/25/17 FINAL	PUROCLEAN
13-A	ROOM ADDITION/PATIO	BOTH	08/14/17	10/04/17	NO	NONE	PEEK CONSTRUCTION
13-A	HEATPUMP	BOTH	09/07/17	11/07/17	NO	NONE	APINE
14-Q	HEAT PUMP	BOTH	07/20/17	10/20/17	NO	08/08/17 FINAL	GREENWOOD
16-H	SHOWER	BOTH	09/01/17	12/02/17	NO	NONE	LOS AL BLDRS
21-B	SHOWER CUT DOWN	BOTH	07/24/17	08/24/17	NO	08/08/17 FINAL	NU KOTE
29-D	WINDOW	GRF	06/25/17	12/31/17	NO	NONE	KONRAD CONSTRUCTION
29-D	PATIO RESURFACE	GRF	08/14/17	11/14/17	NO	NONE	STONEWAYS
29-N	REMOVE A/C/WINDOWS	BOTH	09/05/17	12/31/17	NO	NONE	LOS AL BLDRS
31-D	ROOM ADDITION	BOTH	11/01/16	12/06/17	NO	NONE	CGR
31-D	ROOM ADDITION	BOTH	11/06/16	12/06/17	NO	02/15/17 FOOTING	CGR
31-D	ROOM ADDITION	BOTH	11/06/16	12/06/17	NO	04/10/17 FRAM/ELEC/SHEAR	CGR
31-D	ROOM ADDITION	BOTH	11/06/16	12/06/17	NO	04/10/17 SHEAR/PLUM/SHEATH	CGR
31-D	ROOM ADDITION	BOTH	11/06/17	12/06;17	NO	04/24/17 DRYWALL	CGR
31-D	ROOM ADDITION	BOTH	11/06/17	12/06/17	NO	05/31/17SHOWER LATH	CGR
37-A	HEAT PUMP	BOTH	08/07/17	11/20/17	NO	09/08/17 FINAL	GREENWOOD
37-K	FLOORING	GRF	07/17/17	08/30/17	NO	FINAL	FAMILY FLOORS
37-K	COUNTER TOPS	BOTH	08/03/17	09/15/17	NO	08/24/17 FINAL	STONE AGE TILE
38-D	HEAT PUMP	BOTH	07/14/17	11/03/17	NO	NONE	GREENWOOD
44-G	HEAT PUMP	BOTH	05/30/17	09/30/17	NO	NONE	YES
44-G	REMODEL	BOTH	03/27/17	10/02/17	NO	NONE	ALPHA MASTER
44-G	REMODEL	BOTH	03/27/17	10/02/17	YES	06/20/17 UNDERGROUND	ALPHA MASTER
45-B	REMODEL	BOTH	05/01/17	09/01/17	NO	NONE	RG CONSTRUCTION
45-B	REMODEL	BOTH	05/01/17	09/01/17	NO	05/08/17 UNDERGROUND	RG CONSTRUCTION
45-B	REMODEL	BOTH	05/01/17	09/01/17	NO	06/05/17 FRAM/ELECTR	RG CONSTRUCTION
45-B	REMODEL	BOTH	05/01/17	09/01/17	NO	06/07/17 INSULATION	RG CONSTRUCTION
46-K	HEAT PUMP	BOTH	07/27/17	08/27/17	NO	08/01/17 FINAL	ALPINE
47-D	REMODEL	BOTH	05/30/17	11/20/17	NO	NONE	LOS AL BLDRS
47-D	REMODEL	BOTH	05/30/17	11/20/17	NO	06/20/17 FOOTING/ PLUMBING	LOS AL BLDRS
47-D	REMODEL	BOTH	05/30/17	11/20/17	NO	08/08/17 FRAM/ELEC/PLUM	LOS AL BLDRS
47-D	REMODEL	BOTH	05/30/17	11/20/17	NO	08/17/17 INSULATION	
47-D	REMODEL	BOTH	05/30/17	11/20/17	NO	08/24/17 DRYWALL	LOS AL BLDRS
47-G	REMODEL	BOTH	05/30/17	11/20/17	YES	NONE	BERGKVIST
48-H	PATIO	BOTH	07/05/17	10/31/17	YES	NONE	LOS AL BLDRS
48-H	PATIO	BOTH	07/05/17	10/31/17	YES	08/03/17/ GROUT	LOS AL BLDRS
48-H	PATIO	BOTH	07/05/17	10/31/17	YES	08/01/17 FOOTING	LOS AL BLDRS
47-G	SKYLIGHTS	BOTH	07/25/16	08/08/16	YES	NONE	BERGKVIST

SHADED AREAS HAVE BEEN SIGNED OFF

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: Jerry Antisdell

MUTUAL BOARD MEETING DATE: **SEPTEMBER/18/17**

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
4-D		05/01/17	05/25/17	06/12/17	06/20/17	09/06/17	
12-C		06/08/17					
15-A		04/10/17	08/07/17	08/07/17	08/21/17	09/06/17	
17-E		09/30/16					
19-B		06/01/17					
20-C		08/10/17					
23-J		06/08/17	07/21/17	08/07/17	08/14/17	09/08/17	
23-R		09/21/16					
28-D		12/13/16					
30-A		09/16/16					
30-C	3/23/2017						
32-D		09/21/16					
36-B		06/29/17					
37-H		03/15/17	04/19/17	04/21/17	05/05/17		
37-K		11/25/16	04/18/17	04/21/17	05/05/17		
38-C	3/30/2017						
40-G		06/07/17	07/19/17	07/20/17	08/03/17	09/06/17	
41-A		12/11/15					
42-K		05/20/14					
46-B		04/06/17					
46-G		03/29/17					
46-K		11/14/16					
50-E		04/11/17					
55-L		04/11/17					

SHADED 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

CONTRACTS/PROJECTS

CALLS AND VISITS TO UNITS 52 CALLS ON LIFTS 20

SIDEWALK REPAIRS AND REPLACEMENT M J JURADO WILL START BY THE END OF THE MONTH

FLAT ROOF REPAIR QUOTES

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MUTUAL OPERATIONS

PRESIDENTS' COUNCIL DRAFT

RESIDENT REGULATIONS

Eligibility Requirements – Mutual

All persons ~~Any person or persons jointly~~ seeking approval of the Board of Directors of Seal Beach Mutual No _____ to purchase a share of stock in the Mutual, and to reside in the Mutual, shall meet the following income eligibility criteria:

A. Apply for and be accepted as a member of the Golden Rain Foundation, Seal Beach, California.

B. Meet the Mutual eligibility criteria as follows:

1. Age

Minimum of 55 years, as confirmed by a birth certificate or passport. A driver's license is not acceptable as proof of age.

2. Financial Ability

a. Verified monthly income that is at least ~~(4) times~~ **4.5 times** or greater **than** the monthly carrying charge (Regular **GRF and Mutual** Assessment plus Property Taxes and Fees) at the time of application and have liquid assets of at least ~~\$25,000~~. **\$50,000 over the purchase price.** Verified monthly income/assets can be verified by any combination of the following **and may be in the form of:**

1. Tax returns **for the past two years.**

2. 1099s for interest and dividends **for the past two years. (assets used to purchase unit will not be included in income calculations)**

3. 1099-Rs for retirement income from qualified plans and annuities **for the past two years.**

4. SSA-1099 Social Security Benefit Statements **for the past two years.**

5. Brokerage statements and current interim statement **for the past two years. (assets used to purchase unit will not be included in income calculations)**

6. **At least the most recent** six to twelve **month's worth** of checking/savings account statements **(assets used to purchase unit will not be included in income calculations).**

b. Adjusted Gross Income per 1040, 1040A, or 1040EZ; plus that portion of Social Security, IRA distributions, and pensions and annuities not included in adjusted gross income; plus tax exempt interest; **(assets used to purchase unit will not be**

included in income calculations) minus income tax, Social Security, Medicare, and self-employment taxes paid; and minus Medicare, medical insurance and prescription drug premiums; all divided by twelve (12) will equal net monthly income to be used in Paragraph 2.a. above.

c. Projected assessments will be the previous year's assessment (total of carrying charge less any cable charge, less Orange County Property Taxes and Fees), and the addition of the new property tax at 1.2% of the sales price plus Orange County District fees divided by twelve (12) for the new projected monthly assessment. This new figure (Regular Assessment plus Orange County Property Taxes and District Fees) times ~~four (4)~~ **4.5** will be the monthly income required. This will be verified by the escrow company and the Stock Transfer Office. Stock Transfer shall have the final say in establishing verifiable income/assets.)

Verification shall be done by the Escrow Company and the Stock Transfer Office **for each proposed shareholder(s)** prior to the new buyer interview **orientation** and prior to the close of escrow (the above verification will not be done by the individual Mutual Directors; Directors will not be required to study or understand the financial requirements).

d. Only the resident shareholder's income shall be considered for qualifying.

e. If moving within Leisure World, or if there are any additions/changes to the title, the proposed shareholder(s) must meet these eligibility requirements.

3. Health

Have reasonably good health for a person of his/her age, as evidenced by a letter from his/her physician, so that shareholder can take care of normal living needs without calling on other members of the cooperative for an undue amount of assistance (**see individual Mutual requirements**). Leisure World is not a skilled nursing home facility or an assisted living facility.

C. Assume, in writing, the obligations of the "Occupancy Agreement" in use by the Mutual Corporation.

Officers or Committees of the Board of Directors designated to approve new applicants are responsible that the eligibility criteria of this corporation is equitably applied to all applicants. Approval or disapproval of buyer(s) must be received by the Stock Transfer Office at least ten (10) working days prior to the close of escrow.

MUTUAL

ADOPTION

MUTUAL OPERATIONS**ADOPT MUTUAL FIFTEEN DRAFT****RESIDENT REGULATIONS****Inspection of Vacant, Unoccupied or Seasonal-Use Units – Mutual Fifteen**

Any vacant, unoccupied or seasonal-use unit in Mutual Fifteen shall be inspected every three months by a Physical Property Inspectors and a Mutual Director assigned to the Inspection. Inspections shall be conducted during the months of January, April, July, and October, or as determined by the Mutual. The inspection in April may be waived during the years that fire/safety inspections are conducted.

The Mutual shall provide a list of vacant, unoccupied or seasonal-use units to the Physical Property Inspectors and set an appointment with the Inspector(s) for the inspection. Mutual Directors are encouraged to talk to Building Captains to update the list of units to be inspected.

The inspection of vacant units for sale will not be posted. The inspection for unoccupied and seasonal-use units will be posted at least 24 hours prior to the inspection by the Inspectors. Letters for posting are available through the Physical Property Office.

During the inspection, if any violations are found that are the responsibility of the shareholder, the shareholder must affect the repairs, maintenance or replacements as needed within the timeframe specified. In accordance with the Occupancy Agreement, Section 11(c), Repairs, if the shareholder fails to effect the repairs, maintenance or replacements in a manner satisfactory to the Mutual, the Mutual may do so and add the cost thereof to the shareholder's next monthly carrying charge payment.

MUTUAL ADOPTION

FIFTEEN:

(Draft created 9-12-17 cd)

MUTUAL OPERATIONS**ADOPT POLICY DRAFT****RESIDENT REGULATIONS**GOVERNING DOCUMENT COMPLIANCECORRECTIVE MEASURES AND FINES – MUTUAL FIFTEEN ONLY**Basic Compliance Policy:**

The objective of this Compliance Policy shall be to promote and seek voluntary compliance of shareholders for themselves, those qualified to reside with them and the shareholders' visitors including, but not limited to guests, employees and delivery personnel with the Seal Beach Mutual No. Fifteen Occupancy Agreement, Bylaws, 7000 Series Policies, and Rules and Regulations, all as amended and supplemented (collectively, "Governing Documents").

Reporting Violations:

Any resident shareholder, including any shareholder serving on the Board, may report violations. Contact Security, Community Administration, or the Board of Directors.

Such reports shall constitute a complaint and will be documented in writing to include the time, date, nature of violation, circumstances, and location and address of person or persons responsible. The complaint will be provided to the Mutual for review and, if necessary, enforcement action.

Enforcement Procedures:

The Mutual may, in the Board's discretion, enforce any violation of the "Governing Documents" by pursuing, without limitation any one, or combination of, the remedies described below in paragraphs, One, Two, or Three (1, 2, or 3). Notices described in One and Two below shall include a statement inviting the shareholder to a hearing or their right to request a hearing.

1. Send an initial notice of violation letter to the resident shareholder stating the nature of the alleged violation. In the event that the shareholder does not take corrective action and continues to be non-compliant, the notice will include a reasonable date within which to voluntarily comply.
2. Send a notice of violation and intent to impose a fine. Fines will be imposed in accordance with the Mutual's Violation Fine Schedule.
3. An action in law or in equity to recover the sums due for damages injunctive relief or any other appropriate legal or equitable relief that may be available to the Mutual.

(draft created on 7-17-17 ka)

MUTUAL OPERATIONS

ADOPT POLICY DRAFT

RESIDENT REGULATIONS

GOVERNING DOCUMENT COMPLIANCE

CORRECTIVE MEASURES AND FINES – MUTUAL FIFTEEN ONLY

FINE SCHEDULE:

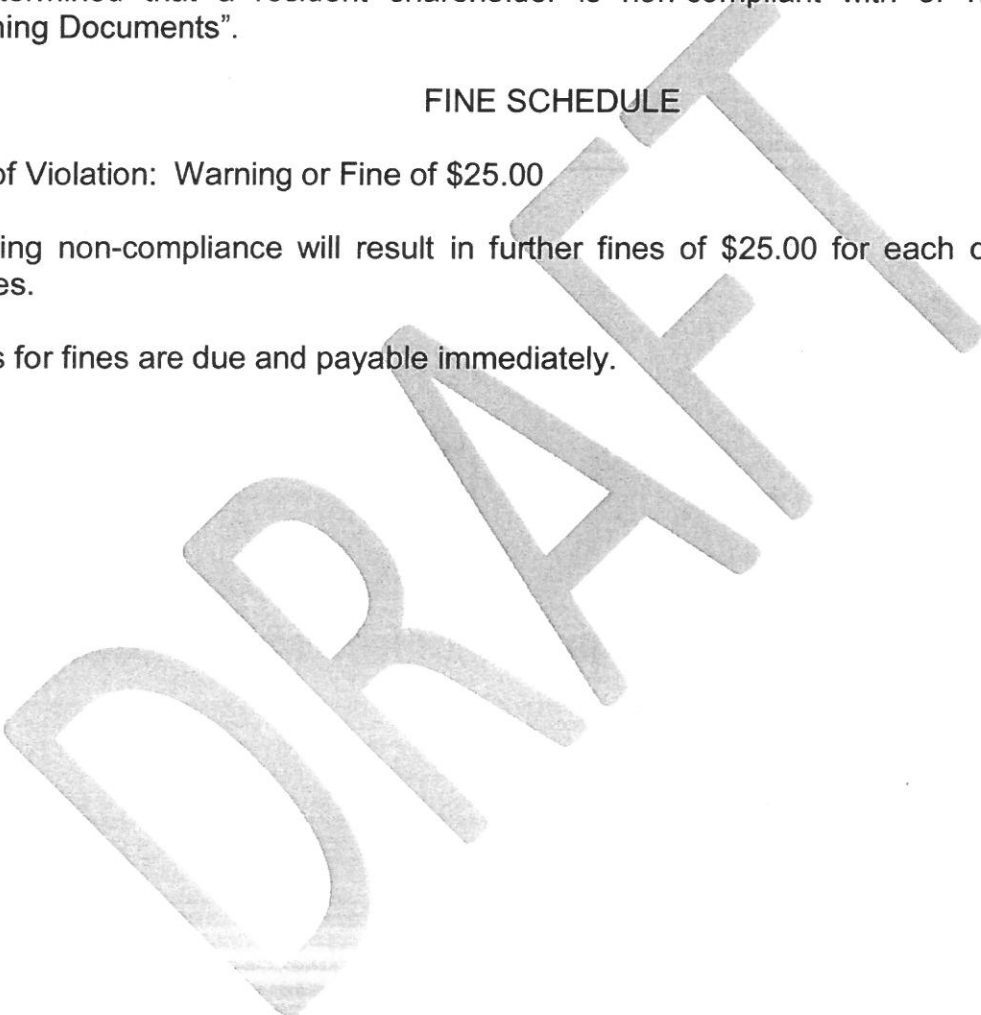
The Fine Schedule may be imposed after or concurrent with notice and opportunity for hearing, and the Board of Directors, or committee appointed by the Board, in its discretion, has determined that a resident shareholder is non-compliant with or has violated the "Governing Documents".

FINE SCHEDULE

Notice of Violation: Warning or Fine of \$25.00

Continuing non-compliance will result in further fines of \$25.00 for each day the violation continues.

Invoices for fines are due and payable immediately.



MUTUAL ADOPTION

AMENDMENT(S)

FIFTEEN:

(draft created on 7-17-17 ka)

MUTUAL OPERATIONS

ADOPT POLICY DRAFT

RESIDENT REGULATIONS

GOVERNING DOCUMENT COMPLIANCE

CORRECTIVE MEASURES AND FINES – MUTUAL FIFTEEN ONLY

FINE SCHEDULE

	1 st Offense	2 nd and each subsequent and/or continuation of offense
<u>Residency/Occupancy Violations:</u> (e.g. unauthorized occupants, guests residing longer than permitted)	Notice to Comply in 48 hours	\$25.00
<u>Violation of Mutual Occupancy Agreement & all other Policies</u>	Written warning	\$25.00
<u>Trash Area</u>	\$25.00	\$25.00
<u>Laundry Room Area</u>	\$25.00	\$25.00

(draft created on 7-17-17 ka)

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules**

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

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

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

1. PREFACE

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

2. DEFINITIONS

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

2.1. ALTERNATIVE DISPUTE RESOLUTIONS (ADR)

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

2.2. ASSIGNED PARKING

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

2.3. BICYCLE/TRICYCLE

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

2.4. CAREGIVER

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

2.5. COMMERCIAL VEHICLES

A motor vehicle of a type required to be registered and used or maintained for the transportation of persons for hire, compensation, or profit or designed, used, or maintained primarily for the transportation of property. A COMMERCIAL VEHICLE shall also mean any type of vehicle, which includes

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules**

without limitation, a truck, van or trailer that has one or more of the following traits:

- 2.5.1. Larger than one (1) ton carry weight;
- 2.5.2. Bares a prominent business name or advertisement. If the graphic medium is removable, such as a magnetically attached sign, this element does not apply when all such signage is removed and stored out of view;
- 2.5.3. Normally employed or designed for commercial business use, whether or not a business name or advertisement is displayed.
- 2.5.4. Racks, materials, ladders, tool boxes and/or tools are visible on the exterior of the vehicle;
- 2.5.5. Used to haul any hazardous materials;
- 2.5.6. Designed to carry more than 15 (fifteen) passengers.

2.6. DUE PROCESS

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

2.7. ELECTRIC BICYCLE

Two-wheeled vehicle supplemented with an electric motor. It may not be driven on sidewalks.

2.8. GOLF CART

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

2.9. INTERNAL DISPUTE RESOLUTION (IDR)

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

2.10. LOW-SPEED VEHICLE (LSV)

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

2.11. MOBILITY SCOOTER

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules**

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

2.12. MOTORCYCLE

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

2.13. MOTOR-DRIVEN CYCLE

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

2.14. NON-RESIDENT

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

2.15. PARKING PERMIT BINDER

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

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

2.16. PARKING RULES VIOLATION PANEL (PRV)

The Mutual Fifteen Board of Directors (BOD) has established a committee consisting of a facilitator, three (3) Mutual Fifteen directors and an alternate as may be designated from time to time by the BOD and assigned to meet on a rotating schedule to hear Shareholder/Member disputes regarding Parking RULES VIOLATIONS NOTICES issued by Security Department.

2.17. PEDESTRIAN

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

2.18. PROHIBITED VEHICLES

2.18.1. Aircraft;

2.18.2. Boats, personal watercraft, and their trailers, except as allowed in Section 3.8 – Recreational Vehicles Restricted;

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

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules**

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

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

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

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

EXCEPTION:

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

2.19. RECREATIONAL VEHICLE (RV)

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

EXCEPTION:

Van camper conversions.

2.20. RESERVED PARKING

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

2.21. RULES VIOLATION NOTICE (CITATION)

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

2.22. TRUST PROPERTY

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

2.23. TRUST STREETS

Streets with names.

2.24. UNASSIGNED PARKING

Not an ASSIGNED PARKING space.

2.25. UNAUTHORIZED VEHICLE

A vehicle not permitted to be on TRUST PROPERTY.

2.26. VEHICLE USED FOR RECREATION (VUFR)

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

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules****3. RULES FOR PARKING****3.1. PROHIBITED VEHICLES**

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

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

EXCEPTION:

Clear Water

3.1.3. Any of these types of vehicles are subject to immediate towing at the owner's expense. (See Policy 7582 – Towing Vehicles).

3.2. TEMPORARY PARKING PERMITS

3.2.1. The following Parking Permits are issued by Security Department

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

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

3.2.2.2. Guest of Shareholders/Member;

3.2.2.3. Overnight Parking Permit at request of Shareholders/Member for Guest.

3.3. GENERAL PARKING RULES

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

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

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

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

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

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules**

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

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

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

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

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

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

- 3.3.6.5.** Trailers not connected to a vehicle are not permitted to be parked on MUTUAL FIFTEEN PROPERTY.

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

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

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

3.4. PARKING ZONES

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

- 3.4.1.1.** Fire Hydrant or Fire Lane: No person shall park or leave standing any vehicle within 15 (fifteen) feet of a

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules**

fire hydrant even if the curb is unpainted.

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

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

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

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

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

EXCEPTION:

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

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

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

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

3.5. RESIDENT'S PARKING

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

3.6. NON-RESIDENT PARKING

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

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

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules****3.7. CAREGIVER PARKING**

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

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

3.8. CONTRACTOR AND SERVICE VEHICLE PARKING

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

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

3.9. OVERNIGHT PARKING PERMITS

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

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

EXCEPTION:

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

3.9.3. The Overnight Parking Permit must be displayed face-up on the driver side dashboard of the MOTOR VEHICLE, or prominently affixed to the front of trailers or equipment.

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

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

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

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

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules****3.10. RECREATIONAL VEHICLES (RV) or VEHICLE USED FOR RECREATION (VUFR) RESTRICTIONS**

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

- 3.10.1. RV parked at any MUTUAL FIFTEEN PROPERTY facility **MUST** have Security Department issued decal or a Parking Permit.
- 3.10.2. RV or VUFR is parked up to 48 (forty-eight) hours for the purpose of loading or unloading.
- 3.10.3. Other activities, such as sleeping or resting in the RV or VUFR, and vehicle maintenance are not allowed.
- 3.10.4. RV or VUFR must be parked with engine and accessory equipment (e.g. exterior lights, air conditioner, audio and video equipment) shut off.
The generator may **ONLY** be used between the hours of 8:00 a.m. and 8:00 p.m. while loading or unloading the vehicle.
- 3.10.5. Extensions such as slide-outs, tilt-outs, and awnings must be closed. Steps must not block the sidewalk.
- 3.10.6. RV or VUFR may not be attached to any external power supply.
- 3.10.7. Leveling jacks, if used, must include a base plate sufficient to prevent damage to pavement.
- 3.10.8. No animals or children are to be left unattended on or within any RV or VUFR at any time.

3.11. "FOR SALE" SIGNS

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

3.12. REPAIRS

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

3.13. WASHING

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

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

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS**Adoption of GRF Policy 1927-37 – Parking Rules**4. TRUST PROPERTY PARKING AREAS****4.1. CLUBHOUSE ONE**

- 4.1.1. Parking next to the Wood Shop is prohibited between 11:00 p.m. and 7:00 a.m.
- 4.1.2. Parking is prohibited between 11:00 p.m. and 7:00 a.m. in the spaces on the west side of the clubhouse (Burning Tree).
- 4.1.3. Parking is permitted up to 72 (seventy-two) hours in the lot across from the clubhouse next to the golf course.

4.2. CLUBHOUSE TWO

- 4.2.1. Parking next to the Wood Shop and car wash is prohibited between 11:00 p.m. and 7:00 a.m.
- 4.2.2. Parking is prohibited between 11:00 p.m. and 7:00 a.m. in the spaces on the east side of the clubhouse (El Dorado).
- 4.2.3. Parking is permitted up to 72 (seventy-two) hours in the lot between the clubhouse and the RV lot.

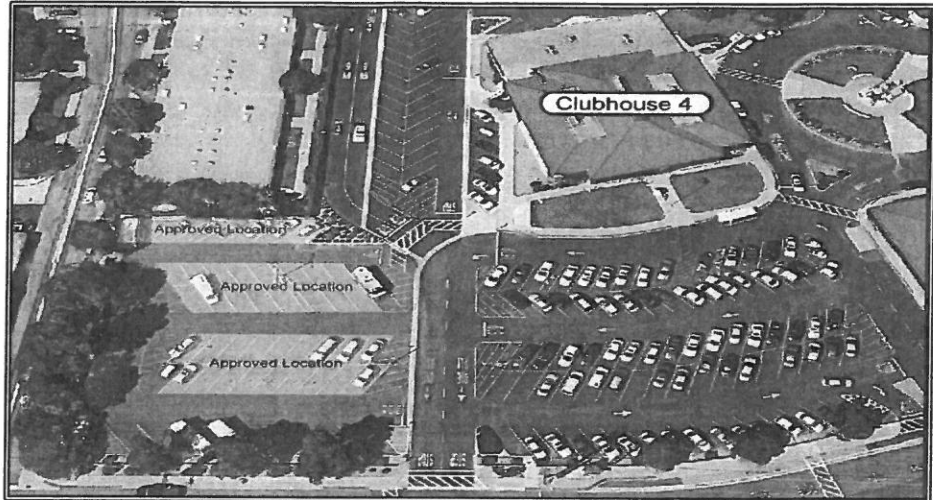
4.3. CLUBHOUSE THREE & FOUR**4.3.1. Permit Parking**

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

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

EXCEPTION:

The Radio Club Yellow Emergency Van
Innovative Cleaning Service Vehicles

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS**Adoption of GRF Policy 1927-37 – Parking Rules**4.3.2. Identification**

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

4.3.3. RVs and VUFRs

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

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

4.3.3.3. Maximum Consecutive Nights

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

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

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

EXCEPTION:

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

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

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

4.3.4. Use of an RV or VUFR

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

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

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- 4.3.5.** Safety Requirements – All sections of the California Vehicle Code that are applicable to RVs and VUFRs shall be adhered to while parked in community.
- 4.3.6.** Parking Fees for RV or VUFR
- 4.3.6.1.** Shareholder/Member: Twenty-one (21) days – No Charge.
- 4.3.6.2.** Guest of Shareholders/Member:
There is no charge for the first fourteen (14) days.
The following seven (7) days will be charged at rate of \$20.00 per day.
- 4.3.6.3.** Payment will be collected by the Security Department at the time the Parking Permit is issued. Checks only. All other types of payments will be made at the Finance Department.
- 4.3.6.4.** A second term will be allowed within twelve calendar months provided that the RV or VUFR has been out of the community for no less than one hundred eighty (180) days.

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

No overnight parking is permitted.

EXCEPTIONS:

Security Vehicles;
CARE ambulances;
Pharmacy delivery vehicles; and
Two (2) Healthcare Vehicles;
24 Hour Nurse;
HCC Golf Cart;
GRF Vehicles; and
Innovative cleaning service vehicles.

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules****4.5. AMPHITHEATER**

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

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

5. BICYCLES/TRICYCLES

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

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

Parking on a sidewalk is prohibited.

6. TOWING

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

6.1. Immediate Towing Situation

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

6.2. Red Ticket Towing Notice

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

7. DUE PROCESS

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

7.1. Internal Dispute Resolution (IDR) Process

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

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

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business days of the date of the violation,

- 7.1.3. A hearing will be scheduled by the PRV of Mutual Fifteen.
- 7.1.4. Violator may submit a response in writing within ten (10) business days of the violation to the PRV, if they are unable to attend the hearing.
- 7.1.5. The PRV must be notified ten (10) business days prior to the hearing if interpreter's services are needed and the language required.
- 7.1.6. Shareholders/Members will be notified in writing of the results of the hearing within 15 business days.

7.2. Notice of Hearing

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

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

7.3. Notice Handout

This document supplements the Citation and must contain the following:

- 7.3.1. The date, time, and place of the hearing;
- 7.3.2. The nature of the alleged violation (including the date/time and location) for which a member may be disciplined;
- 7.3.3. A statement that the member has a right to attend the hearing and present evidence. (Civ. Code §5855(b).);
- 7.3.4. Notification that a "Failure to Respond" will acknowledge acceptance of the violation and the corresponding fine may be imposed; and
- 7.3.5. A section to indicate the need for an interpreter and the language requested. The PRV must be notified at least ten (10) business days prior to the hearing if the Shareholder/member will bring an interpreter.

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules****7.4. Extensions**

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

- 7.4.1. An extension of Hearing date at least 48 (forty-eight) hours prior to the scheduled PRV hearing with no explanation;
- 7.4.2. An extension for medical, health or family issues;
- 7.4.3. The written notification to the PRV panel that the Violator is bringing a lawyer. This will require a minimum 30-day extension to insure PRV attorney will be present, or
- 7.4.4. A second extension may be granted by the PRV.

7.5. PRV Hearing

- 7.5.1. Defense - The Shareholders/Member has the right to examine and refute evidence. The photos may be viewed in the Security Office by appointment. The Security Department will have a representative present to explain all relevant information and evidence. This may include questions during the hearing. Members also have the right to submit their defense in writing rather than make an appearance before the PRV. (Corp. Code §7341(c)(3).)
- 7.5.2. Lawyers - The Shareholders/Member has a "right" to bring a lawyer to represent them in an IDR hearing. The Shareholder/Member must provide a 30-day written notification to the Panel. The Shareholder/Member may bring an Observer or interpreter.
- 7.5.3. The Panel Session is a closed meeting. Hearings will be held in executive session. The Shareholder/Member may request an open hearing.
- 7.5.4. If the Shareholders/Member does not appear at the scheduled meeting without prior notification to the Panel, this will be accepted as agreement by the Shareholders/Member of the validity of the violation and the appropriate fine may be assessed.

7.6. Post-Hearing Due Process

- 7.6.1. Findings - The PRV panel shall make "findings" to support the panel's decision regarding the alleged violation. Findings may allow for vacating the citation.
- 7.6.2. The fine is reasonable and rationally related to the operations of the association. The session will include violation number and results of hearing.

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

7.7. The PRV Panel

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

7.7.2. Panel will meet on the 4th Monday of each month at 9:00 a.m. in Administration Conference Room A.

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

EXCEPTION:

7.7.3.1. Contractors will be adjudicated by the Facilities Director.

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

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

COMMUNITY OPERATIONS**AMEND DRAFT POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 – Parking Rules****FEES (FINES) FOR PARKING RULES VIOLATIONS ON TRUST PROPERTY**

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

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

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

1. FINES FOR PARKING VIOLATIONS

Fee explanations for Fine table below:

- 1.1 Any animal or child left unattended in a vehicle will be reported immediately to Animal Control or Seal Beach Police.
- 1.2 **First Offense**
The first offense may result in either a Fix-It citation, a Warning, a Fine or the vehicle being towed. See table below.
A Fix-It citation allows 30 days for resolving the problem.
The fine may be waived by the PRV Panel.
- 1.3 Additional citations may be issued after each 24-hour period.
- 1.4 After the fourth RV or VUFR violation all RV or VUFR parking privileges are suspended for twelve (12) months beginning with the date of the fourth infraction.

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Violation	1st	2nd and Subsequent
1. Assigned Parking Space or restricted parking Space.	25.00	25.00
2. Blocking Crosswalk	25.00	25.00
3. Expired or Invalid State Vehicle Registration*	50.00	50.00
4. Flat Tires	Fix-It	25.00
5. "For Sale" sign on Vehicle	20.00	20.00
6. Handicap Parking without Placard or Handicap ID Displayed	100.00*	200.00
7. Hazardous Materials Leaking	50.00	50.00
8. Limited Time Parking	20.00	20.00
9. Maintenance or Repair	25.00	25.00
10. No Valid GRF Vehicle Decal or Parking Permit Displayed	20.00	20.00
11. Parked on Sidewalk or Grass	25.00	25.00
12. RED ZONE: Bus Stop	25.00	25.00
13. RED ZONE: Fire Hydrant	100.00	200.00
14. RED ZONE: Mail Box	25.00	25.00
15. RV or VUFR - Generator Running 8pm – 8am		50.00
16. RV or VUFR - Jack Support: None or Inadequate	50.00	50.00
17. RV or VUFR Parked Over 72 (Seventy-Two) Hours on TRUST STREET	40.00	40.00
18. Washing any vehicle on Trust Property (except Car Wash areas)	20.00	20.00
19. Washing a Non-resident Vehicle at Car Wash	20.00	20.00

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

MUTUAL ADOPTION

FIFTEEN:

AMENDMENTS

MUTUAL OPERATIONS

OLD POLICY

RESIDENT REGULATIONS

Adoption of GRF Policy 1927-37 Fines for Parked Vehicles - Mutual Fifteen

~~VEHICLE PARKING POLICY PARKING RULES FOR MUTUAL 15 PROPERTY~~

~~The following Parking Rules are applicable to all persons controlling or operating vehicles on any MUTUAL 15 PROPERTY.~~

~~Shareholder/Members are solely responsible for the actions of their guests and employees, therefore they are solely responsible for the fines and penalties incurred by their guests or employees.~~

~~GRF vehicles are exempted from these rules when appropriate, such as maintenance or security vehicles assisting first responders or providing services to a shareholder/member unit.~~

~~1~~ **PREFACE**

~~1.1 In order to promote safety, all drivers and pedestrians shall follow the same parking rules as are required on public streets, unless otherwise specified herein.~~

~~2~~ **DEFINITIONS** . Words appearing in ALL CAPITAL LETTERS are defined in this section.

~~2.1 ALTERNATIVE DISPUTE RESOLUTIONS (ADR)~~

~~2.1.1 A method of resolving disputes other than by litigation involving a neutral third party pursuant to Civil Code Sections 5925-5965.~~

~~2.2 ASSIGNED PARKING~~

~~2.2.1 A defined parking location that has been designated for the use of a specific individual.~~

~~2.3 BICYCLE/TRICYCLE~~

~~2.3.1 A device with 2 or 3 wheels, respectively, upon which any person can ride propelled exclusively by human power through a belt, chain or gears.~~

~~2.4 CAREGIVER~~

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

2.5 COMMERCIAL VEHICLES

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

2.5.1.1 ~~Larger than one (1) ton carry weight;~~

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

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

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

2.5.1.5 ~~Used to haul any hazardous materials;~~

2.5.1.6 ~~Designed to carry more than 15 passengers.~~

2.6 DUE PROCESS

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

2.7 ELECTRIC BICYCLE

- 2.7.1** ~~Two-wheeled vehicle supplemented with an electric motor. It may not~~

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~~be driven on sidewalks.~~

2.8 GOLF CART

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

2.9 INTERNAL DISPUTE RESOLUTION (IDR)

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

2.10 LOW SPEED VEHICLE

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

2.11 MOBILITY SCOOTER

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

2.12 MOTORCYCLE

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

2.13 MOTOR-DRIVEN CYCLE

2.13.1 ~~A motor-driven cycle has 149cc or less engine size (CVC §405) and has to be registered with the Department of Motor Vehicles (DMV).~~

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MUTUAL OPERATIONS**OLD POLICY****RESIDENT REGULATIONS**Adoption of GRF Policy 1927-37 Fines for Parked Vehicles - Mutual Fifteen**2.14 NON-RESIDENT**

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

2.15 PEDESTRIAN

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

2.16 PROHIBITED VEHICLES

- 2.16.1** ~~Aircraft;~~
- 2.16.2** ~~Boats, personal watercraft, and their trailers;~~
- 2.16.3** ~~INOPERABLE VEHICLE: a vehicle that lacks a functioning engine or transmission, or non-functioning wheels, tires, doors, windshield, or any other major part or equipment necessary to operate safely on the highways;~~
- 2.16.4** ~~Off road vehicle (not street licensed) other than GOLF CART or GOLF CAR;~~
- 2.16.5** ~~UNAUTHORIZED VEHICLE: Use or parking of a motor vehicle in MUTUAL 15 without consent;~~
- 2.16.6** ~~UNREGISTERED VEHICLE: no current valid State registration; or~~
- 2.16.7** ~~Vehicle with no current GRF decal issued by the Security Department.~~

2.17 RESERVED PARKING

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

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MUTUAL OPERATIONS**OLD POLICY****RESIDENT REGULATIONS****Adoption of GRF Policy 1927-37 Fines for Parked Vehicles - Mutual Fifteen**

- ~~2.18~~ ~~RULES VIOLATION NOTICE (CITATION)~~ . A written notification of a violation of ~~MUTUAL 15~~ parking policies placed on the violating vehicle.
- ~~2.19~~ ~~UNASSIGNED PARKING~~ . Not an ~~ASSIGNED PARKING~~ space.
- ~~2.20~~ ~~UNAUTHORIZED VEHICLE~~. A vehicle not permitted to be on ~~MUTUAL 15~~ ~~PROPERTY~~.

~~3~~ ~~RULES FOR PARKING~~~~3.1~~ ~~PROHIBITED VEHICLES~~

- ~~3.1.1~~ No ~~PROHIBITED VEHICLE~~ shall be parked on ~~MUTUAL 15~~ ~~PROPERTY~~.
- ~~3.1.2~~ At no time, shall any vehicle be parked on ~~MUTUAL 15~~ ~~PROPERTY~~ if it is leaking any fluids. ~~EXCEPTION: Clear Water~~
- ~~3.1.3~~ Any of these types of vehicles are subject to immediate towing at the owner's expense. See ~~MUTUAL 15~~ ~~7582.15~~ ~~Towing Policy~~.

~~3.2~~ ~~TEMPORARY PARKING PERMITS~~

- ~~3.2.1~~ All Parking Permits must be displayed on the dashboard of the vehicle.
- ~~3.2.2~~ The following Parking Permits are issued by Security Department;
- ~~3.2.2.1~~ Shareholder/member for use on rental or new vehicle;
- ~~3.2.2.2~~ Guest or employee of Shareholder/Member;
- ~~3.2.2.3~~ Overnight Parking Permit at request of Shareholder/Member for Guest.

~~3.3~~ ~~GENERAL PARKING RULES~~

- ~~3.3.1~~ Park safely — At no time may a vehicle be parked in a manner creating a traffic hazard.

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- ~~3.3.2 No animal or child is allowed to be left alone in any parked vehicle on MUTUAL 15 PROPERTY. Animal Control or Seal Beach Police will be called in either circumstance.~~
- ~~3.3.3 Fire Hydrant—At no time may a vehicle be parked within 15 feet of a fire hydrant. Vehicles in violation are subject to immediate tow-away at owner's expense. See MUTUAL 15—7582.15 Towing Policy.~~
- ~~3.3.4 Sidewalk—No vehicle may be parked with any portion of it on a sidewalk.~~
- ~~3.3.5 Off Pavement—At no time may a vehicle be parked with any portion of it off pavement.~~
- ~~3.3.6 Curb or Parking Stall—Vehicles may park in a designated parking stall or along a curb or sidewalk, unless otherwise provided herein.~~
- ~~3.3.6.1 Vehicles on a two-way travel roadway must be parked with the passenger side wheels within 18 inches of the curb or sidewalk.~~
- ~~3.3.6.2 Vehicle must be parked completely within the marked boundaries of a parking space~~
- ~~3.3.6.3 A vehicle may be parked in a location that is not a marked stall; however, at no time may it be parked in a manner that creates a traffic hazard, interferes with other vehicle access, PEDESTRIAN traffic, or access to facilities or equipment.~~
- ~~3.3.6.4 Any vehicle without proof of current valid State registration may not be parked on MUTUAL 15 PROPERTY at any time.~~
- ~~3.3.6.5 Any vehicles without a Seal Beach Leisure World decal on windshield or a pass may not be parked on MUTUAL 15 PROPERTY.~~
- ~~3.3.6.6 Trailers not connected to a vehicle are not permitted to be~~

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~~parked on MUTUAL 15 PROPERTY.~~

- ~~3.3.6.7~~ Such trailers may be parked in the Permit section at Clubhouse 4 only with a permit issued by the Security Department.
- ~~3.3.6.8~~ Pods, moving trailers or similar portable storage units are not permitted on MUTUAL 15 PROPERTY without Security Department authorization.
- ~~3.3.6.9~~ Vehicles in violation are subject to immediate tow away at owner's expense. See MUTUAL 15 — 7582.15 Towing Policy.

3.4 ~~PARKING ZONES~~

- ~~3.4.1~~ Red Zones — Vehicles in violation are subject to immediate tow away at owner's expense. See MUTUAL 15 — 7582.15 Towing Policy.
 - ~~3.4.1.1~~ Fire Hydrant or Fire Lane: No person shall park or leave standing any vehicle within 15 feet of a fire hydrant even if the curb is unpainted.
 - ~~3.4.1.2~~ Non-Fire Lanes: A vehicle may not be left unattended.
 - ~~3.4.1.3~~ Bus Stops: No person shall park or leave standing any vehicle within the red zone marked to provide for loading and unloading of buses.
 - ~~3.4.1.4~~ Drive-up Mail Boxes: No person shall park or leave unattended any vehicle within 15 feet of the mail box. (not applicable to Mutual Fifteen)
- ~~3.4.2~~ Blue Zone (Handicapped): Vehicles must display a valid, government-issued disabled (handicapped) license plate or placard.
- ~~3.4.3~~ Green Zone: Parking may not exceed time limit posted by sign or curb marking. EXCEPTION: Unlimited time parking in a Green Zone is permitted only when the vehicle is displaying a valid government-

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~~issued disabled (handicapped) license or placard.~~

~~3.4.4 White Zone: Passenger loading and unloading only. Time limit: 30 minutes.~~

~~3.4.5 Yellow Zone: Commercial vehicle loading and unloading only: 30 minutes. (not applicable to Mutual Fifteen)~~

~~3.4.6 Unpainted: Parking is permitted up to 96 hours, unless otherwise restricted.~~

3.5 RESIDENT'S PARKING

~~3.5.1 A RESIDENT'S vehicle (not RV or VUFR) may be parked for no more than 96 hours in one location, without first notifying the Security Department.~~

3.6 NON-RESIDENT PARKING

~~3.6.1 NON-RESIDENT vehicles are not eligible for extended parking privileges without permit issued by the Security Department.~~

~~3.6.2 Any violation of this section may result in vehicle being towed at the owner's expense. (See MUTUAL 15 — 7582.15 Towing Policy)~~

3.7 CAREGIVER PARKING

~~3.7.1 A CAREGIVER may park on MUTUAL 15 PROPERTY only when a copy of the CAREGIVER parking pass is displayed on the dashboard of the vehicle.~~

~~3.7.2 For Caregiver parking rights, the person must be registered with the GRF Stock Transfer office.~~

3.8 CONTRACTOR AND SERVICE VEHICLE PARKING

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

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~~3.8.2 Contractor and service vehicles, shall not be parked on MUTUAL 15 PROPERTY overnight without a permit. Personal vehicles driven by workers are not eligible for overnight passes.~~

3.9 OVERNIGHT PARKING PERMITS

~~3.9.1 RESIDENT overnight parking is prohibited without a Security Department issued vehicle decal. An Overnight Parking Permit may be issued only when decal issue is pending or.~~

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

~~3.9.3 The Overnight Parking Permit must be displayed face-up on the driver side dashboard of the MOTOR VEHICLE, or prominently affixed to the front of trailers or equipment.~~

~~3.9.4 The following vehicles and equipment are prohibited from parking on MUTUAL 15 PROPOERTY at any time between the hours of 11:00 p.m. and 6:00 a.m. unless otherwise addressed in this policy:~~

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

~~3.9.4.2 Recreational Vehicle—except as provided below in Section 3.10—“Recreational Vehicles Restrictions.”~~

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

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

~~3.10.1 An RV or VUFR may be parked on MUTUAL 15 PROPERTY only when meeting all of the following conditions:~~

~~3.10.2 RV parked on MUTUAL 15 PROPERTY MUST have Security~~

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~~Department issued decal or a Parking Permit.~~

- ~~3.10.3 RV or VUFR is parked up to 48 hours for the purpose of loading or unloading.~~
- ~~3.10.4 Other activities, such as sleeping or resting in the RV or VUFR, and vehicle maintenance are not allowed.~~
- ~~3.10.5 RV or VUFR must be parked with engine and accessory equipment (e.g. exterior lights, air conditioner, audio and video equipment) shut off. The generator may ONLY be used between the hours of 8:00 a.m. and 8:00 p.m. while loading or unloading the vehicle.~~
- ~~3.10.6 Extensions such as slide-outs, tilt-outs, and awnings must be closed. Steps must not block the sidewalk.~~
- ~~3.10.7 RV or VUFR may not be attached to any external power supply.~~
- ~~3.10.8 Leveling jacks, if used, must include a base plate sufficient to prevent damage to pavement.~~
- ~~3.10.9 No animals or children are to be left unattended on or within any RV or VUFR at any time.~~

3.11 "FOR SALE" SIGNS

- ~~3.11.1 "For Sale" signage shall not be displayed on any vehicle on MUTUAL 15 PROPERTY.~~

3.12 REPAIRS

- ~~3.12.1 Vehicles may not be rebuilt or rehabilitated, major service may not be performed, and fluids may not be changed on any MUTUAL 15 PROPERTY.~~

3.13 WASHING

- ~~3.13.1 All washing of vehicles must be done at the car and RV washing areas behind Clubhouse 2. Vehicles must have a GRF decal.~~

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~~3.14 NON-RESIDENTS shall not be permitted to wash their vehicle anywhere on MUTUAL 15 or TRUST PROPERTY.~~

~~4 TRUST PROPERTY PARKING AREAS (not applicable to Mutual Fifteen)~~

~~5 BICYCLES/TRICYCLES~~

~~5.1 BICYCLES or TRICYCLES may not be parked in any manner interfering with foot or vehicle traffic. MUTUAL 15 is not liable for damaged, lost or stolen property.~~

~~5.2 Attended BICYCLES or TRICYCLES may be parked off pavement, but only in such a manner as not to damage landscaping.~~

~~5.3 Parking on a sidewalk is prohibited.~~

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MUTUAL OPERATIONS**OLD POLICY****RESIDENT REGULATIONS**Adoption of GRF Policy 1927-37 Fines for Parked Vehicles - Mutual Fifteen~~FINES FOR GRF PARKING RULES VIOLATIONS ON MUTUAL PROPERTY~~

Violation	1st	2nd and Subsequent
1. Assigned Parking Space	Warning	20.00
2. Blocking Crosswalk (not applicable to Mutual Fifteen)	20.00	25.00
3. Expired or Invalid State Vehicle Registration	Fix-It	50.00
4. Flat Tires	Fix-It	25.00
5. "For Sale" sign on Vehicle	Warning	20.00
6. Handicapped Parking without Placard or Handicap I.D. Displayed	100.00*	200.00
7. Hazardous Materials Leaking	50.00	50.00
8. Limited Time Parking	Warning	20.00
9. Maintenance or Repair	Warning	25.00
10. No Valid GRF Vehicle Decal or Parking Permit Displayed	Warning	20.00
11. Parked on Sidewalk or Grass (EXCEPTION: Day guests' bikes, trikes, golf carts and scooters may park on the grass during the day except on mow day or when other turf maintenance is performed.)	20.00	25.00
12. RED ZONE: Bus Stop	20.00	25.00
13. RED ZONE: Fire Hydrant	Towed	Towed
14. RED ZONE: Mail Box (not applicable to Mutual Fifteen)	20.00	25.00
15. RV or VUFR - Generator Running 8pm - 8am	Warning	50.00
16. RV or VUFR - Jack Support: None or Inadequate	50.00	50.00
17. RV or VUFR Parked Over 48 Hours in Mutual	Warning	40.00

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18. Washing any vehicle on Mutual Property (use GRF Car Wash areas)	Warning	20.00
19. Washing a Non-resident Vehicle at Car Wash (not applicable to Mutual Fifteen)	Warning	20.00

* Fine will be waived on first offense if placard and paperwork is presented that was current at time of Citation.

Fines will be imposed by the Golden Rain Foundation with proceeds going to Mutual 15.

To request a hearing for GRF NOTICE OF PARKING VIOLATION on Mutual 15 property that includes a fine, contact Mutual Administration (562) 431-6586 Ext. 374. Hearings will be scheduled and conducted per Mutual 15 Policy 7585.15 Governing Documents Compliance, Corrective Measures and Fines.

Should a shareholder fined per Policy 7585.15 have a GRF fine citation placed on that vehicle for the same offense on the same day, the Mutual fine will be waived for that day only.

Any violation of Mutual 15 Policy 7502.15 Carport Regulations and Common Area Traffic Policy Mutual Fifteen not covered by this policy will be handled by Mutual 15 according to Policy 7585.15 with notification assistance from Mutual Administration. Resident shareholders, including Directors may report violations to Security, Mutual Administration or the Board.

MUTUAL ADOPTION

FIFTEEN: 06-19-17

(Jun 17)

**ITEMIZATION FOR PEST CONTROL SERVICES
FOR MUTUAL BUILDINGS AND CARPORTS**

Prices for services on an as-needed basis and not included in the contract price:

PART 2**A. PEST CONTROL SERVICE FOR RESIDENTIAL UNITS**

Prices for services on an as-needed basis and not included in the contract price:

- | | | |
|----|---|--------------------------|
| 1. | Cost for treatment of interior of each residential unit, including the patio area | \$ <u>15.00</u> |
| 2. | Cost for treatment of interior of each laundry room | \$ <u>8.00</u> |
| 3. | Cost for treatment of entire outside perimeter of each building as required | \$ <u>40.00</u> |
| 4. | Cost for treating attics as required | \$ <u>45.00</u> |
| 5. | Cost for spraying in each carport building, as required | \$ <u>40.00</u> |
| 6. | Cost for treatment of insects listed under Section O of these Specifications | |
| | Ants | \$ <u>15.00</u> |
| | Roaches | \$ <u>15.00</u> |
| | Spiders | \$ <u>15.00</u> |
| | Earwigs | \$ <u>15.00</u> |
| | Crickets | \$ <u>15.00</u> |
| | Mice/Rats | \$ <u>22.00</u> |
| | Mites | \$ <u>45.00</u> |
| | Wasps and Bees | \$ <u>15.00 / 130.00</u> |
| 7. | Cost for mice/rat bait station monthly service
And provide a map of locations | \$ <u>2.50</u> |

March 30, 2017

Project #802-17 Pest Control



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

MEMO

TO: MUTUAL PRESIDENTS
FROM: MUTUAL ADMINISTRATION DEPARTMENT
SUBJECT: ID CARD REPLACEMENT PICK-UP
DATE: SEPTEMBER 13, 2017
CC:

The ID Card Replacement Project was completed on July 15, 2017.

What now? Next Step? Delivery of ID cards for homebound shareholders?

At the August 3, 2017 President's Council meeting a list with the remainder of ID cards that require distribution was provided to each Mutual President.

Each mutual should review the list and advise the shareholders accordingly to pick up their ID cards from the Stock Transfer Officer.

However, for shareholders that are unable to make it to the Stock Transfer Office the Mutual President can send a director to pick-up the ID cards and deliver it to the shareholder's home. The Mutual President must advise Stock Transfer Office prior to the assigned director picks up the ID cards.

The ID Card sign sheet will be used to track the Pick-up of ID Cards, Drop-off of ID Cards and the Return of ID Cards. This will allow staff and the mutual to keep an account of the ID's released to the Directors.

ID Cards that are returned will be shredded. In addition, ID cards belong to deceased shareholders will also be shredded once it has been confirmed that shareholder is deceased.

On or around September an updated list will be provided with ID's cards that still require pick-up.



ID CARD

Pick- up ID Cards			Drop-off ID Cards		Returned ID Cards	
Date	Name of Director	ID Card Mutual & Unit	Date Delivered	Signature of ID holder	Date	Stock Transfer Staff received



**Seismic Survey 2017
Leisure World
Project Description**

General Overview

Geologic mapping is a highly-interpretive, scientific process which produces a range of map products for many different uses. A key component in the construction of geologic maps is the acquisition of seismic data. Data created by this project will allow for scientific studies on the behavior of geological strata in the area. This data plays an important role in creating a clear picture of the subsurface. The density of sensors (nodes) will also allow us to look at the microseismicity on how deformation is taking place on a small-scale and how it changes with time.

This particular project, 'Seismic Survey 2017' is being performed over a larger area than any previous subsurface geological surveys in the LA Basin. The Survey Area will encompass a large portion of Long Beach, Seal Beach, Rossmoor, Los Alamitos and the Seal Beach Naval Weapons Station.

Breakthroughs in technology have revolutionized the analysis of the data to make this map the clearest picture ever made in this very important area of the LA Basin.

How is the Survey Performed?

Imaging of subsurface strata is accomplished by using state of the art technology to input acoustical energy into the ground by using specialized trucks and very sensitive passive wireless GPS listening devices called nodes. Nodes record the reflections of sound bouncing off layers of rock strata. The recorded data is downloaded and processed by highly-dimensional image of the earth's layers.

Small holes about 8 inches in diameter by 11 inches in depth are dug, in which the nodes are buried to record data; in fact, they cannot be seen at all during operations. The nodes are completely passive and emit no energy. They strictly record and store data. Upon project completion, the nodes are removed, and any disturbed areas will be restored to their previous condition or better. Survey trucks are used during this project to create a minor surface vibration which will emit acoustical energy into the ground. The energy levels are very similar to recycling trucks. Technicians monitor surface ground vibration levels with digital recording meters at every location. Survey trucks will be at any one location between 3 and 5 minutes.

Leisure World Request

LA Seismic is requesting permission from the Leisure World Master Association and the 16 Mutuels to place the nodes in Leisure World common areas. More detailed information will be presented by LA Seismic at the September 7, 2017 meeting