

BUILDING/UNIT \_\_\_\_\_

BUILDING CAPTAIN \_\_\_\_\_

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE BOARD OF  
DIRECTORS  
SEAL BEACH MUTUAL FOURTEEN  
March 20, 2018**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Fourteen was called to order by President Melody at 1:00 p.m. on Tuesday, March 20, 2018, followed by the *Pledge of Allegiance*, in Building Five, Conference Room B.

**SHAREHOLDER COMMENTS**

Several shareholders made comments or introduced themselves.

**ROLL CALL**

Present: President Melody, Vice President Jorgenson, Secretary Worthington, Chief Financial Officer Faucett, Directors Moore and Shaddow, and Advisory Director Bourhenne

Absent: Director Stefun

GRF  
Representative: Mr. Lukoff

Guests: Twenty-one shareholders of Mutual Fourteen

Staff: Ms. Miller, Director of Finance  
Ms. Hopkins, Mutual Administration Director  
Ms. Pandit, Recording Secretary

President Melody welcomed staff members and guests.

**MINUTES**

President Melody asked if there were any corrections to the February 20, 2018, Regular Meeting minutes. There being none the minutes were approved as printed.

**BUILDING INSPECTOR'S REPORT**

In Inspector Black's absence, his report was submitted (attached).

**BOARD OF DIRECTORS  
MUTUAL FOURTEEN**

**March 20, 2018**

**GRF REPRESENTATIVE'S REPORT**

Mr. Lukoff presented his report (attached).

**GUEST SPEAKER – MS. MILLER**

Ms. Miller reviewed the Financial Statements as of the year ending December 31, 2017, and proposed Accountant's Report as submitted by CliftonLarsonAllen (CLA).

Following a discussion, and upon a MOTION duly made by CFO Faucett and seconded by Vice President Jorgenson, it was

RESOLVED, To accept that the Board of Directors of Seal Beach Mutual Fourteen, upon a presentation of the Financial Statements as of December 31, 2017, for the year then ended, and the proposed Accountant's Report as submitted by CliftonLarsonAllen (CLA), hereby accepts the above mentioned Financial Statements and reports therein, and authorize the President to sign the Management Representation Letter.

The MOTION passed unanimously.

Following questions, Ms. Miller left the meeting at 1:56 p.m.

**SECRETARY/CORRESPONDENCE**

Secretary Worthington received no correspondence.

**PRESIDENT'S REPORT**

President Melody presented his report (attached).

**VICE PRESIDENTS REPORT**

Vice President Jorgenson presented her report (attached).

**UNFINISHED BUSINESS**

There was no Unfinished Business to discuss.

**NEW BUSINESS**

Following a discussion, and upon a MOTION duly made by President Melody and seconded by Secretary Worthington, it was

RESOLVED, To accept, with regret, the resignation of the Director and Chief Financial Officer, Jack Faucett.

The MOTION passed unanimously.

**NEW BUSINESS (continued)**

**BOARD OF DIRECTORS  
MUTUAL FOURTEEN**

**March 20, 2018**

Following a discussion, and upon a MOTION duly made by President Melody and seconded by Vice President Jorgenson, it was

RESOLVED, To elect Adrienne Rosenfeld to the Mutual Fourteen Board of Directors, for the remaining 2017-2018 term of office.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by President Melody and seconded by Vice President Jorgenson, it was

RESOLVED, To elect Adrienne Rosenfeld as the Mutual Fourteen Chief Financial Officer, for the remaining 2017-2018 term of office.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by Secretary Worthington and seconded by Director Shaddow, it was

RESOLVED, To approve the budget for the Mutual Fourteen Annual Luncheon, at a cost not to exceed \$750.00.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by Vice President Jorgenson and seconded by CFO Rosenfeld, it was

RESOLVED, To amend Policy 7502.14 – Carport Regulations and Policy 7502.14.1 on a preliminary basis until the 30-day posting period is completed.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by President Melody and seconded by Secretary Worthington, it was

RESOLVED, To cancel the Mutual Fourteen Regular Monthly Board Meeting on April 17, 2018 and reschedule to May 9, 2018 at 1:00 p.m. in Building 5 Conference Room B.

The MOTION passed unanimously.

**NEW BUSINESS (continued)**

# **BOARD OF DIRECTORS MUTUAL FOURTEEN**

**March 20, 2018**

In accordance with Policy 7210.14 – Annual Elections, Mutual Fourteen Board of Directors has appointed the following shareholders as observers of the 2018-2019 Annual Election:

1. Phil Arnold, Unit 20-G
2. Ken Harpham, Unit 16-C
3. Natalie Nicholson, Unit 16-G.

Following a discussion, and upon a MOTION duly made by Secretary Worthington and Director Shaddow, it was

RESOLVED, To engage in a GCARP (General Counsel Attorney Retainer Program) with Roseman & Associates, effective immediately, at a cost not to exceed \$500 per year, and authorize the Mutual President to sign the necessary documentation.

The MOTION passed unanimously.

## **CHIEF FINANCIAL OFFICERS REPORT**

CFO Faucett presented his report (attached).

## **MUTUAL ADMINISTRATION DIRECTOR'S REPORT**

Ms. Hopkins presented her report (attached).

## **ANNOUNCEMENTS**

There were no announcements.

## **COMMITTEE REPORTS**

### **LANDSCAPE REPORT**

President Melody submitted his report (attached).

## **DIRECTORS COMMENTS**

Several Directors made comments.

## **SHAREHOLDER COMMENTS**

Several shareholders made comments.




**BOARD OF DIRECTORS  
MUTUAL FOURTEEN**

**March 20, 2018**

**ADJOURNMENT**

President Melody adjourned the meeting at 2:54 p.m. and announced that there would be an Executive Session following the meeting to discuss member issues.

  
Attest, Sue Worthington, Secretary  
SEAL BEACH MUTUAL FOURTEEN  
sp:3/20/18  
Attachments

(These are tentative minutes, subject to approval by the Board of Directors at the next regular Board of Directors Meeting.)

**NEXT MEETING: TUESDAY MAY 9, 2018, at 1:00 p.m.,  
In Building 5, Conference Room B**

**RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING OF MARCH 20, 2018**

- 3/20/18      RESOLVED, To accept that the Board of Directors of Seal Beach Mutual Fourteen, upon a presentation of the Financial Statements as of December 31, 2017, for the year then ended, and the proposed Accountant's Report as submitted by CliftonLarsonAllen (CLA), hereby accepts the above mentioned Financial Statements and reports therein, and authorize the President to sign the Management Representation Letter.
- RESOLVED, To accept, with regret, the resignation of the Director and Chief Financial Officer, Jack Faucett.
- RESOLVED, To elect Adrienne Rosenfeld to the Mutual Fourteen Board of Directors, for the remaining 2017-2018 term of office.
- RESOLVED, To elect Adrienne Rosenfeld as the Mutual Fourteen Chief Financial Officer, for the remaining 2017-2018 term of office.
- RESOLVED, To approve the budget for the Mutual Fourteen Annual Luncheon, at a cost not to exceed \$750.00.
- RESOLVED, To amend Policy 7502.14 – Carport Regulations and Policy 7502.14.1 on a preliminary basis until the 30-day posting period is completed.
- RESOLVED, To cancel the Mutual Fourteen Regular Monthly Board Meeting on April 17, 2018 and reschedule to May 9, 2018 at 1:00 p.m. in Building 5 Conference Room B.
- RESOLVED, To engage in a GCARP (General Counsel Attorney Retainer Program) with Roseman & Associates, effective immediately, at a cost not to exceed \$500 per year, and authorize the Mutual President to sign the necessary documentation.

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(14) FOURTEEN**

INSPECTOR: **Kevin Black**

DATE:

**March 20th 2018**

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
14-49G	full remodel w/ repipe	both	02/20/17	03/31/17	change to 10-31/17	footing 3/10/17, 6/20/17 rough	BJ and Co
14-02A	remodel/repipe	both	09/05/17	03/01/17	no	underground 9/20/17-rough 3/9	Kress
14-3F	patio cover	grf	12/20/17	01/20/18	no		AAA awings
14-30B	kitchen cabinet work	both	01/15/18	02/16/18	no		Abbeywood
14-28C	washer/dryer/panel	Gboth	01/22/18	03/30/18	no	rough insp. 2/2/18	Los Al
14-32C	carport cabinet	no	02/15/18	03/30/18	n		bergkvist
14-17H	remodel	both	03/12/18	07/13/18	no		kress
14-21D	fire damage repairs	both	03/05/18	05/15/18	no		Markie
14-21E	fire damage repairs	both	03/05/18	05/15/18	no		Markie
14-54A	outdoor carpet on patio	grf	03/15/18	03/29/18	n		kary's carpet
14-13A	remodel w/patio	both	04/01/18	08/16/18	no		Los Al
14-13G	ceiling fans (2)	both	03/12/18	03/20/18	no		Kress

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
14-15L		08/05/16					
14-2J		08/10/16					
14-31D		12/20/16			05/24/17		
14-48J			07/31/17	07/31/17	05/31/17		
14-4L			09/21/17	09/27/17	10/09/17		
14-53B							
14-33H	11/14/2017						
14-54A		12/07/17					
14-24L				12/22/17			
14-12H		01/23/18					
14-15C		01/31/18					
14-13L		02/02/18					
14-16H		02/23/18	03/07/18	03/09/18			
14-48I		02/23/18					
14-3B		02/28/18					
14-17G		03/08/18					

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

CONTRACTS		
CONTRACTOR	PROJECT	
Fenn Pest Control	termite and pest control - new contract, two days a week for service, - Mondays 8-12 for pests - Wednesday 8 -4 for termites and pests	
Bright View Landscape.	Landscape:	on going landscape
	gutters:	will be sending paint order for the six bldg.'s that we had gutters installed on shortly
Californis Re-pipe Specialists	Re-piping :	we are up to building 29 as of 3/14/18
ERC	Abatement:	we are up to building 30 as of 3/15/18
		<b><u>notices will be posted 3 to 5 days in advance prior to work starting</u></b>
Kress const.	Interior painting:	following re-pipe crew complete to bldg. 29 as of 3/13/18
Shareholder and Mutual Requests		
2/20/18 BOD meeting		
14-21D and E met w/P.W. Stephens 2/20/18		
14-28- flyers 2/22/18		
14-27D - chk on complaints		
14-21D - met w/AEG for clearance testing		
14-5C - special		
14-54B - chk on shower		
14-30 flyers-3/9/18		
14-19H - chk unit		
14-21D & E - met w/Markie3/12/18		
14-21D - met w/Marty (markie) 3/14/18		
14-31 - flyers, 3/16/18		
met w/Don and Marty cabiners 14-21D 3/20/18		

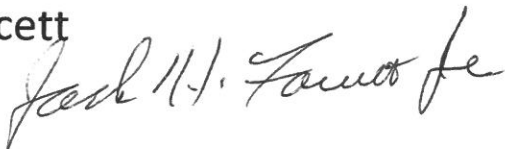


We finished February with a budget excess of \$11,246. We were over budget on legal fees by about \$3,600. However, we often recoup some of these fees at a later date. We are about \$1,000 over on landscape extras which we spent for sprinkler repairs and reseeding in an attempt to replace dormant and dead Kikuyu grass. And, we are over budget on maintenance repairs by \$7,423. In spite of that, we had excess income of \$20,000 and we are under budget on utilities by almost \$2,000. Even though electricity rates have risen, in the first two months of this year we have saved over \$1,600 in electricity by charging a nominal fee for drying clothes. This savings to shareholders is a result of the fee discouraging unneeded overuse and discouraging non-shareholders from outside the mutual from taking advantage of free dryers. We have also saved an undermined amount in laundry repair and replacement.

Our plumbing project is on schedule. We have 9 more buildings to finish and they should be done in 9 weeks. We are right on budget with this project and because of our negotiations for credits we have been able to replace all of our original WWII submarine water heaters with new efficient heaters. When plumbing is finished our reserves will begin to refill and we will be able to continue with our roofing project.

I am going to be absent until June on various vacations. Along with other vacations, I will not be able to attend enough meetings to be an eligible board member. It is with sadness that I tender my resignation forthwith. I would like to thank all of you for the kindness and trust shown to me.

Jack Faucett

A handwritten signature in cursive script, reading "Jack H. Faucett". The signature is written in dark ink and is positioned below the printed name "Jack Faucett".

P.O. Box 2069  
Seal Beach CA 90740

Feb Actual	Feb Budget		2018 Y-T-D Actual	2018 Y-T-D Budget
82,265	82,266	Carrying Charges	164,530	164,532
37,836	37,836	Reserve Funding	75,671	75,672
<b>120,100</b>	<b>120,102</b>	<b>Total Regular Assessments</b>	<b>240,201</b>	<b>240,204</b>
842	751	Service Income	842	1,502
434	665	Financial Income	1,367	1,330
22,475	2,083	Other Income	22,480	4,166
<b>23,751</b>	<b>3,499</b>	<b>Total Other Income</b>	<b>24,689</b>	<b>6,998</b>
<b>143,852</b>	<b>123,601</b>	<b>Total Mutual Income</b>	<b>264,890</b>	<b>247,202</b>
50,086	50,086	GRF Trust Maintenance Fee	100,172	100,172
7,373	8,573	Utilities	15,164	17,146
4,182	1,351	Professional Fees	6,332	2,702
0	43	Office Supplies	0	86
22,876	18,235	Outside Services	41,135	36,470
6,069	7,478	Taxes & Insurance	15,170	14,956
37,836	37,836	Contributions to Reserves	75,671	75,672
<b>128,422</b>	<b>123,602</b>	<b>Total Expenses Before Off-Budget</b>	<b>253,644</b>	<b>247,204</b>
<b>15,430</b>	<b>(1)</b>	<b>Excess Inc/(Exp) Before Off-Budget</b>	<b>11,246</b>	<b>(2)</b>
11,135	0	Depreciation Expense	18,182	0
<b>4,294</b>	<b>(1)</b>	<b>Excess Inc/(Exp) After Off-Budget</b>	<b>(6,935)</b>	<b>(2)</b>
		<b>Restricted Reserves</b>		
2,088	0	Appliance Reserve Equity	12,911	0
3,103	0	Painting Reserve	74,479	0
0	0	Contingency Operating Equity	100,084	0
7,981	0	Roofing Reserve	313,340	0
(281,093)	0	Infrastructure Reserve	53,835	0
<b>(267,921)</b>	<b>0</b>	<b>Total Restricted Reserves</b>	<b>554,648</b>	<b>0</b>

MUTUAL 14  
VICE PRESIDENT'S REPORT  
MARCH 20, 2017

One of the “perks” of having Mutual 14’s building re-piped is that each unit will now have an individual water turn off valve. The valves are located near the water heater. Most can be located inside the little door near the refrigerator. It will no longer be necessary to turn off the water for an entire building when plumbing work is taking place in one unit of that building.

My report in February discussed light bulbs. According to Building Inspector Kevin Black, use a bulb with a metal base (no higher than 60 watt) for the fan/light in most main bathroom. Do not use florescent bulbs. Using the wrong kind of bulb could cause a fire.

Regarding LED bulbs, some residents have told me that they have found them at the dollar store. Now that’s a bargain!



Valerie Jorgenson 562-296-5428 [vjorgenson@outlook.com](mailto:vjorgenson@outlook.com)  
Mutual 14 Vice President

## LANDSCAPE REPORT

March 20, 2018

Since our last report the turf rebuilding project was started with poor results. Brite View is redoing those areas that did not meet with the committee's approval and a new plan has been submitted and approved by the committee for improvement.

The lawns have been fertilized, as well as the roses in all garden areas. And the recent rains have helped improve our lawns. Mowing every week will begin in April.

Garden maintenance continues on schedule and the palm trees by Buildings 15 and 16 have been trimmed.

Please continue to notify your Building Directors of any problems that may come to your attention, especially sprinklers not working properly.

Thank you.

Respectfully submitted,

Lee W. Melody, Landscape Chairman



## PRESIDENT'S REPORT

March 20, 2018

Welcome to your March Board Meeting.

The ballot application for the Mutual 14 2018-19 Board Year are closed. I am happy to report there are 9 candidates. 5 are current board members running for the 7 board seats. I encourage all to attend our Meet the Candidates Town Hall Meeting this Thursday, 3/22 at 1 p.m. in Clubhouse 4. This will be an opportunity to meet the candidates and ask questions. We will also take questions, comments and suggestions regarding our mutual as we do at every Town Hall meeting. Hope to see you all there.

I am happy to report that the reconstruction from the fire in building 21 is underway and we hope to have it completed before our next board meeting.

We currently have 10 units for sale in Mutual 14, which is one of the highest numbers in recent memory, so we can look forward to new neighbors in the near future.

As indicated under new business we will be discussing and voting on the new requirement by GRF that any cars with car covers must include windows for the license plate and windshield GRF stickers. If your car cover does not include these features you must cut holes so that the license plate and stickers are visible without lifting the car cover. This includes motorcycles and golf carts. You are encouraged to imply to avoid that fines that will be imposed by GRF.

The seismic study has been completed with no complaints of damage reported to your directors. The \$20,000 payment we received will be put to good use.

On a sad note, our CFO Jack Faucett will be resigning today and I will personally miss working with him. He deserves our thanks and

appreciation for his outstanding work as our CFO for the past 3 years.

Thank you all for attending, hope to see you on Thursday.

Respectfully submitted,

Lee W. Melody, President, Mutual 14

MUTUAL OPERATIONS**AMENDED DRAFT****SHAREHOLDER REGULATIONS****Carport Regulations – Mutual Fourteen****A. Carport Use**

1. Carports are to be used for parking of self-propelled land vehicles in operating condition; e.g., car, truck, motorcycle, scooters, golf carts, and a power wheel chair may occupy your carport. Stored items may include 2 bicycles, 2 tricycles, 1 broom, 1 ladder, 1 step stool, 1 shopping cart or wagon, and 1 dolly or hand truck. Vehicles and stored items belonging to a shareholder must not infringe upon another shareholder's space.
  - a. Any vehicle without proof of current valid State registration may not be parked in Mutual Fourteen at any time.
  - b. Any vehicles without a Seal Beach Leisure World decal on windshield or pass displayed may not be parked on Mutual property. **Vehicles covered with car covers, or other form of material that obstructs the pass of decal from view are not to be exempted.**
  - c. All parking permits must be displayed on dashboard of vehicle identifying Mutual Fourteen building and unit number.
  - d. Vehicles in violation are subject to immediate tow away at owner's expense.
2. Current fire regulations prohibit the storage of fuel, oil or any combustible materials in the carport areas.
3. All vehicles when parked in the carports must be headed in and must not protrude outward beyond drip line.
4. Mechanical repairs on vehicles are not permitted to be performed in a carport, except for simple flat tire repair or jumping of a battery.
5. In accordance with Seal Beach Municipal Code 9.20.010, any vehicle leaking oil, antifreeze, or any other hazardous material is prohibited from parking in a Mutual carport or on a Mutual street or driveway.
6. In the absence of an authorized vehicle for parking, the carport floor space may NOT be used as a storage area, whether free-standing or in a container. Boats or trailers of any size or kind may not be parked in the carport.
7. If a carport is found to be in violation by the Director, a notice will be given to the shareholder to seek compliance. The material(s) stored in violation must be removed within ten days of a verbal and/or written notice to the shareholder. If the shareholder fails to cure the regulation violation(s) the board will have service maintenance remove and/or

**MUTUAL OPERATIONS****AMENDED DRAFT****SHAREHOLDER REGULATIONS****Carport Regulations – Mutual Fourteen**

correct the items in violation and charge the expense to the shareholder. All items removed will be considered to have been abandoned and therefore will not be returnable at a later date.

**B. Carport Assignments**

1. Carport assignments are controlled by the Mutual Corporation and a record of assignments is kept in the Stock Transfer Office of the Golden Rain Foundation.
  - a. Any vehicle parked in a carport must bear a current vehicle decal issued by the Golden Rain Foundation Security Department, or permit signed by a Mutual Fourteen Director and placed on the vehicle's dashboard lower left corner.
2. Carport space may not be rented to or used by anyone who is not a shareholder of Mutual Fourteen and a member of the Golden Rain Foundation.
  - a. A shareholder temporarily using the assigned carport of another shareholder for less than one month must obtain a temporary parking permit to be filled out and signed by a Director and placed on the vehicle's dashboard lower left corner (permits available at Stock Transfer).
    - 1) Rentals intended for longer than a month shall be registered with Golden Rain Foundation by the completion of a Rental Form filed with the GRF Stock Transfer Office, with copies to the Mutual Corporation and to Security.
    - 2) A shareholder temporarily using the assigned carport of another shareholder for less than one month need only notify a Director and have a note containing the date, shareholder's name and unit number on the dashboard or in a location visible from the outside.
    - 3) The rental is only temporary and is valid only so long as both participating parties agree.
    - 4) The rental is automatically terminated by the transfer of ownership of either party's unit.
    - 5) At all times, the Mutual Corporation retains the authority to revoke and cancel a carport rental agreement at its discretion.
3. Cars or self-propelled land vehicles parked in a carport in violation of the carport policy herein stated may be towed without further notice in accordance with Policy 7582, Towing, provided that two directors sign the directive for towing.

**MUTUAL OPERATIONS****AMENDED DRAFT****SHAREHOLDER REGULATIONS****Carport Regulations – Mutual Fourteen****C. Carport Maintenance**

1. Shareholders may take reasonable steps to protect their vehicles from damage caused by birds or wild animals.
  - a. Wildlife-friendly methods of discouraging bird nesting and droppings, including hanging of CD or DVD discs, metal or wooden slants to block perches, wire, fishing line or store-bought deterrents are allowed.
2. Carports shall be maintained by the Shareholder by removing unsightly oil, anti-freeze coolant, grease, and emission spots.
  - a. Shareholders shall remove all oil spots upon discovery. If shareholder fails to remove the spot(s), the shareholder shall be notified of the spill and be given ten business days to have the spot(s) cleaned up. If the shareholder does not remove the spot(s), the Mutual Corporation shall have them removed at the expense of the shareholder.
  - b. Shareholders may request or use any professional spot and oil removal group of their own or may request that Mutual Fourteen commission the removal and authorize charging the fees to their unit at any time, with or without notification to remove.

**D. Secondary Carport Storage Cabinets**

1. Shareholders are permitted to have a secondary carport storage cabinet installed beneath the existing cabinet with the approval of the Board of Directors and a permit from the GRF Physical Property Department. A licensed contractor or handyman\* shall build the cabinet per the dimensions and specifications shown on page 5. Paint and hardware must match the existing cabinet. Shareholders are responsible for maintaining and repairing any damage to the carport cabinets.

\*Policy 7401, Contractor License, states that the Mutual will not permit an unlicensed individual to perform work in the Mutual that costs more than \$500.

**MUTUAL OPERATIONS****AMENDED DRAFT****SHAREHOLDER REGULATIONS****Carport Regulations – Mutual Fourteen**

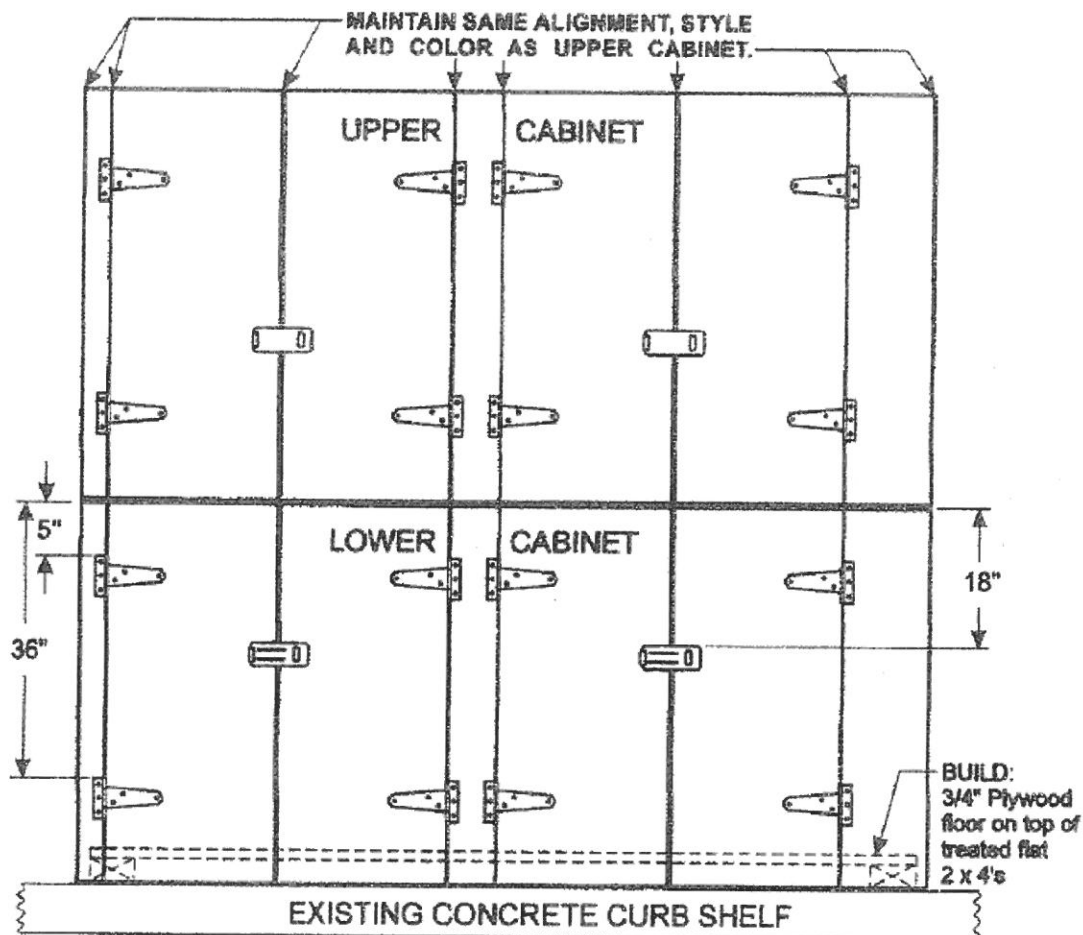
2. Shareholders that install a secondary carport storage cabinet without the prior written approval of the Board of Directors and a permit from the GRF Physical Property Department will be subject to the Fine Schedule. If a shareholder installs or constructs a secondary carport storage cabinet that is not in compliance with the specifications shown on page 5, the Mutual Board of Directors may issue written notice of the violation and the shareholder shall have ten days to “cure” the violation (the “Cure Period”). If shareholder fails to cure the violation within the Cure Period, the Mutual Board of Directors may fine the shareholder pursuant to the Fine Schedule shown below.
3. Any vehicle parked in a carport with secondary cabinets installed must not extend beyond the carport drip line. Secondary cabinets are non-standard items and may need to be removed at the seller’s expense upon the sale or transfer of the unit.

**MUTUAL****ADOPTION****AMENDMENTS**

FOURTEEN:

02-11-72

09-23-88, 11-10-99, 12-08-99, 08-23-11, 09-27-11,  
 04-24-12, 11-27-12, 04-23-13, 08-16-16, 01-17-17,  
 08-15-17

MUTUAL OPERATIONS**AMENDED DRAFT****SHAREHOLDER REGULATIONS**Carport Regulations – Mutual Fourteen**NOTES:**

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

**MATERIALS:**

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



**MUTUAL OPERATIONS****RESIDENT PARKING REGULATIONS****Adoption of GRF Policy 1927-37 Fines for Parked Vehicles - Mutual Fourteen  
Revised 7502.14 Carport Regulations dated 01-17-2017****VEHICLE PARKING POLICY PARKING RULES FOR MUTUAL 14 PROPERTY**

The following Parking Rules are applicable to all persons controlling or operating vehicles on any MUTUAL 14 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 such as carports.

**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.



**MUTUAL OPERATIONS****RESIDENT PARKING REGULATIONS****Adoption of GRF Policy 1927-37 Fines for Parked Vehicles - Mutual Fourteen  
Revised 7502.14 Carport Regulations dated 01-17-2017****2.4 CAREGIVER**

- 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** Bearing 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.

**MUTUAL OPERATIONS****RESIDENT PARKING REGULATIONS****Adoption of GRF Policy 1927-37 Fines for Parked Vehicles - Mutual Fourteen  
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- 2.7.1** Two-wheeled vehicle supplemented with an electric motor. It may not 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 unladed weight of less than 1,300 pounds, which is designated to be and is operated at no more than 20 mph, and has a maximum width of 48".

**2.9 INTERNAL DISPUTE RESOLUTION (IDR)**

- 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 VECHICLE**

- 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**

(draft created on 03-23-18 ka)

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- 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).

**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 14 without consent;
- 2.16.6** UNREGISTERED VEHICLE: no current valid State registration; or
- 2.16.7** Vehicle with no current GRF decal or pass issued by the Security Department.

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**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) such as carports.

**2.18** RULES VIOLATION NOTICE (CITATION) . A written notification of a violation of MUTUAL 14 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 14 PROPERTY.

**3 RULES FOR PARKING****3.1 PROHIBITED VEHICLES**

**3.1.1** No PROHIBITED VEHICLE shall be parked on MUTUAL 14 PROPERTY.

**3.1.2** At no time, shall any vehicle be parked on MUTUAL 14 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 14 – 7582.14 Towing Policy .

**3.2 TEMPORARY PARKING PERMITS**

**3.2.1** All Parking Permits or pass must be displayed on the dashboard of the vehicle.

**3.2.2** The following Parking Permits are issued by Security Department; or a director

**3.2.2.1** Shareholder/member for use on rental or new vehicle;

**3.2.2.2** Guest or employee of Shareholder/Member;

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**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.
- 3.3.2** No animal or child is allowed to be left alone in any parked vehicle on MUTUAL 14 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 14 – 7582.14 Towing Policy.
- 3.3.4** Sidewalk – No automobile or truck may be parked with any portion of it on a sidewalk.
- 3.3.5** Off Pavement – At no time may an automobile or truck 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.

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- 3.3.6.4** Any vehicle without proof of current valid State registration may not be parked on MUTUAL 14 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 14 PROPERTY.
- 3.3.6.6** **Vehicles covered with car covers, or other forms of material that obstruct the pass or decal or license plate from view are not to be exempted.**
- 3.3.6.7** Trailers not connected to a vehicle are not permitted to be parked on MUTUAL 14 PROPERTY.
- 3.3.6.8** Such trailers may be parked in the Permit section at Clubhouse 4 only with a permit issued by the Security Department.
- 3.3.6.9** Pods, moving trailers or similar portable storage units are not permitted on MUTUAL 14 PROPERTY without Security Department authorization.
- 3.3.6.10** Vehicles in violation are subject to immediate tow away at owner's expense. See MUTUAL 14 – 7582.14 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 14 – 7582.14 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.

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**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 Fourteen)

**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 minutes.

**3.4.5** Yellow Zone: Commercial vehicle loading and unloading only: 30 minutes.

**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 three (3) months in one location without first obtaining Mutual Fourteen approval.

**3.6 NON-RESIDENT PARKING**

**3.6.1** NON-RESIDENT vehicles are not eligible for extended parking privileges without a permit issued by Mutual Fourteen.

**3.6.2** Any violation of this section may result in vehicle being towed at the owner's expense. (See MUTUAL 14 – 7582.14 Towing Policy)

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**3.7 CAREGIVER PARKING**

- 3.7.1** A CAREGIVER may park on MUTUAL 14 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.
- 3.8.2** Contractor and service vehicles, shall not be parked on MUTUAL 14 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 M 14 decal or M 14 pass. An Overnight Parking Permit may be issued only when decal issue is pending.
- 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

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MUTUAL 14 PROPERTY 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 M 14 decal, M 14 pass 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.

**3.9.5** The following vehicles and equipment are prohibited from parking on MUTUAL 14 PROPERTY at any time in the vicinity of Carports 147, 148 and 149 between Tam O'Shanter Rd Trust street and the Golf course unless otherwise addressed in this policy:

**3.9.5.1** ANY VEHICLE not displaying a valid GRF Mutual 14 Decal or Mutual 14 pass or Mutual 14 Caregiver pass.

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

**3.10.1** An RV or VUFR may be parked on MUTUAL 14 PROPERTY only when meeting all of the following conditions:

**3.10.2** RV parked on MUTUAL 14 PROPERTY MUST have Security 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

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(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** Mutual 14 Shareholder "For Sale" signage may be displayed on any vehicle on MUTUAL 14 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 14 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 or pass.

- 3.14** NON-RESIDENTS shall not be permitted to wash their vehicle anywhere on MUTUAL 14 or TRUST PROPERTY.

**4 TRUST PROPERTY PARKING AREAS (not applicable to Mutual Fourteen)**

(draft created on 03-23-18 ka)

**MUTUAL OPERATIONS****RESIDENT PARKING REGULATIONS****Adoption of GRF Policy 1927-37 Fines for Parked Vehicles - Mutual Fourteen  
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- 5.1** BICYCLES or TRICYCLES may not be parked in any manner interfering with foot or vehicle traffic. MUTUAL 14 is not liable for damaged, lost or stolen property.
- 5.2** Golf Carts, 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.

**6 CARPORT MAINTENANCE**

- Shareholders may take reasonable steps to protect their vehicles from damage caused by birds or wild animals.
  - a. Wildlife-friendly methods of discouraging bird nesting and droppings, including hanging of CD or DVD discs, metal or wooden slants to block perches, wire, fishing line or store-bought deterrents are allowed.
- 2. Carports shall be maintained by the Shareholder by removing unsightly oil, anti-freeze coolant, grease, and emission spots.
  - a. Shareholders shall remove all oil spots upon discovery. If shareholder fails to remove the spot(s), the shareholder shall be notified of the spill and be given ten business days to have the spot(s) cleaned up. If the shareholder does not remove the spot(s), the Mutual Corporation shall have them removed at the expense of the shareholder.
  - b. Shareholders may request or use any professional spot and oil removal group of their own or may request that Mutual Fourteen commission the removal and authorize charging the fees to their unit at any time, with or without notification to remove.

**7 SECONDARY CARPORT STORAGE CABINETS**

- 1. Shareholders are permitted to have a secondary carport storage cabinet installed beneath the existing cabinet with the approval of the Board of Directors and a permit from the GRF Physical Property Department. A licensed contractor or handyman\* shall build the cabinet per the dimensions and specifications shown on page 5. Paint and hardware
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must match the existing cabinet. Shareholders are responsible for maintaining and repairing any damage to the carport cabinets.

\*Policy 7401, Contractor License, states that the Mutual will not permit an unlicensed individual to perform work in the Mutual that costs more than \$500.

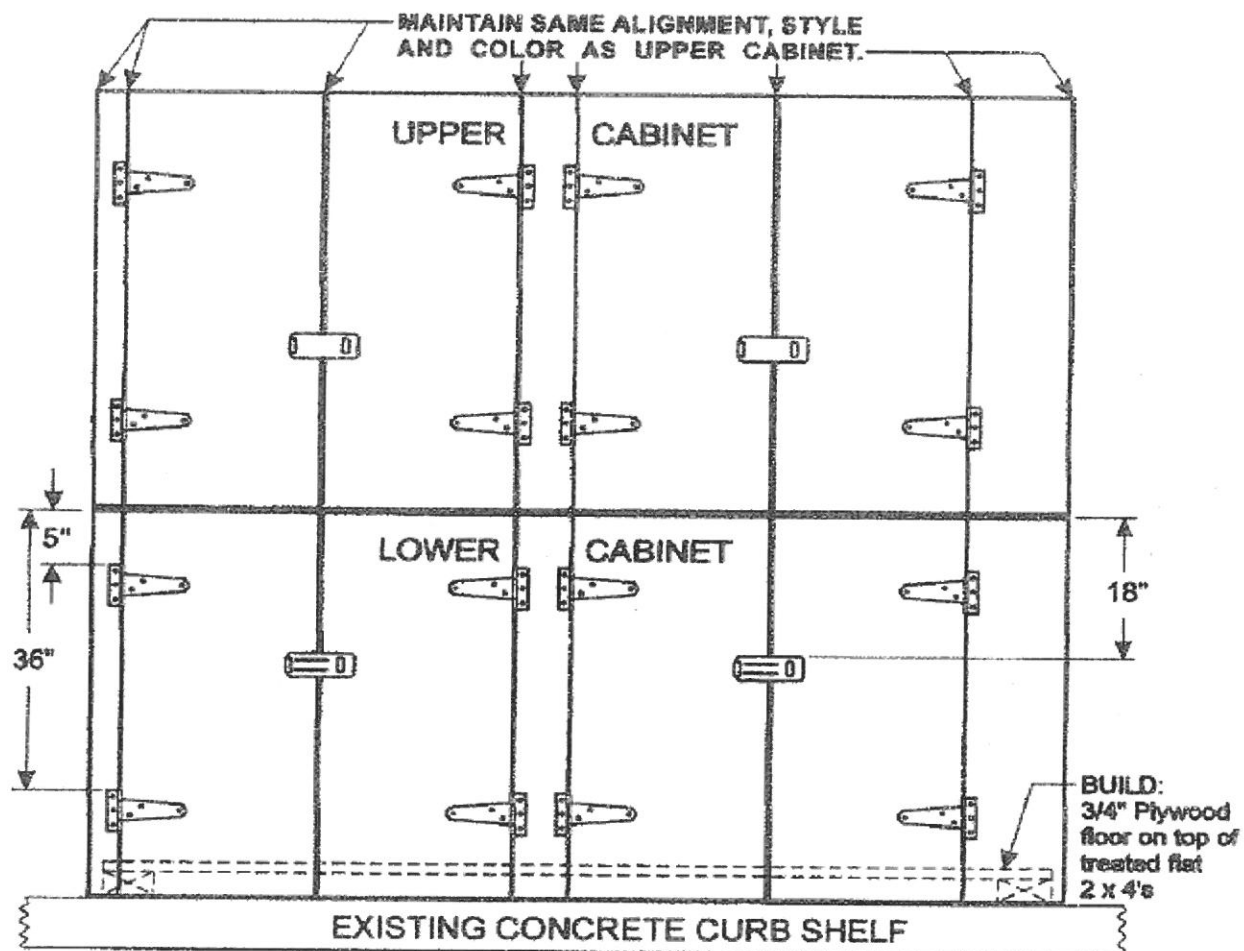
Shareholders that install a secondary carport storage cabinet without the prior written approval of the Board of Directors and a permit from the GRF Physical Property Department will be subject to the Fine Schedule. If a shareholder installs or constructs a secondary carport storage cabinet that is not in compliance with the specifications shown on page 5, the Mutual Board of Directors may issue written notice of the violation and the shareholder shall have ten days to "cure" the violation (the "Cure Period"). If shareholder fails to cure the violation within the Cure Period, the Mutual Board of Directors may fine the shareholder pursuant to the Fine Schedule shown below.

3. Any vehicle parked in a carport with secondary cabinets installed must not extend beyond the carport drip line. Secondary cabinets are non-standard items and may need to be removed at the seller's expense upon the sale or transfer of the unit.

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#### NOTES:

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

#### MATERIALS:

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

(draft created on 03-23-18 ka)

## **MUTUAL OPERATIONS**

### **RESIDENT PARKING REGULATIONS**

#### **Adoption of GRF Policy 1927-37 Fines for Parked Vehicles - Mutual Fourteen** **Revised 7502.14 Carport Regulations dated 01-17-2017**

#### **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 Fourteen. 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**

##### **1.1 Fee explanations for Fine table below:**

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

\* 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**

FOURTEEN: 03-28-17

**AMENDMENTS**

12-14-17

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