

**MINUTES OF THE REGULAR MONTHLY MEETING OF
THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SEVENTEEN
May 04, 2021**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Seventeen was called to order by President Gassman at 1:30 p.m. on Tuesday, May 04, 2021 via Zoom.

RESIDENTS' COMMENTS

No resident made comment.

ROLL CALL

Present: President Gassman, Vice President Hayes,
Treasurer Schumacher, Secretary Poe, and
Director Moore

GRF Representative: Mr. Massetti

Guests: 3 Mutual Seventeen Residents

Staff: Mr. Harper, Building Inspector
Ms. Gamboa, Portfolio Specialist
Mr. Monroy, Recording Secretary

MINUTES

The Regular Meeting Minutes of April 06, 2021 were approved by general consent of the Board and accepted as printed.

BUILDING INSPECTOR'S REPORT

Inspector Harper present his report. (attached)

Following questions, Building Inspector Mr. Harper left the meeting at 1:36 p.m.

GRF REPRESENTATIVE

Mr. Massetti presented the monthly GRF Report. (attached)

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

Following a discussion and upon a MOTION duly made by President Gassman and seconded by Vice President Hayes it was,

RESOLVED to acknowledge, that per the requirements of Civil Code Section 5500(a)-(f), a review has been completed of the mutual's reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the

current year's budget, statements prepared by the financial institutions where the mutual has its operating and reserve accounts, an income and expense statement for the mutual's operating and reserve accounts, the check registers, monthly general ledger and delinquent assessment receivable reports for the month of April 2021.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Gassman and seconded by Secretary Poe it was,

RESOLVED to purchase one set of walkie-talkies for emergency, and Mutual Business, the cost not to exceed \$100.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Gassman and seconded by Vice President Hayes it was,

RESOLVED to ratify amended April 19, 2021 telephone poll proposed by Vice President Hayes and seconded by Treasurer Schumacher. To approve the cleaning of laundry room pipes at Building 2. Work completed by 911 Sewer Specialists at a cost of \$4,500.00. Funds to be taken from Emergency Reserves and authorize the President to sign the necessary documentation.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Gassman and seconded by Director Moore it was,

RESOLVED to amend the resolution dated May 03, 2005, to state the increase of the move-in fee to \$250.00 to new buyers and lessees.

The MOTION passed unanimously.

PRESIDENT'S REPORT

President Gassman presented her report.

VICE PRESIDENT'S REPORT

Vice President Hayes presented his report.

SECRETARY / CORRESPONDENCE

Secretary Poe received no correspondence.

TREASURER'S REPORT

Treasurer Schumacher presented her report.

PORTFOLIO SPECIALIST REPORT

Portfolio Specialist Gamboa presented her report.

ANNOUNCEMENTS

Next Regular Board Meeting: Tuesday, July 6, 2021 at 1:30 p.m. via ZOOM Teleconference.

Meet the Candidate Event: May 22, 2021 at 10 a.m. at the picnic area.

ANNUAL ELECTION MEETING: June 22, 2021 at 10 a.m. via Zoom/CH-4.

If you need mask call 562-597-2511, leave a message with unit number and Marty Williams will deliver you a mask.

COMMITTEE REPORTS

LANDSCAPE COMMITTEE

Treasurer Schumacher presented no report.

SOCIAL COMMITTEE

Two condolence cards sent.

EMERGENCY INFORMATION

Ms. Williams presented her report.

If you need a mask call 562-597-2511, leave a message with unit number and Marty Williams will deliver you a mask.

PHYSICAL PROPERTY COMMITTEE

Vice President Hayes presented his report.

RESIDENTS' COMMENTS

Several residents made comments.

ADJOURNMENT

There being no further business to conduct, President Gassman adjourned the meeting at 2:21 p.m.

EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on May 04, 2021 at 2:22 p.m., and took the following actions:

Following a discussion, and upon a MOTION made by President Gassman and seconded by Director Moore, it was

RESOLVED to approve the Executive Session Minutes of April 6, 2021 as written.

The MOTION passed.

1. Legal Matters
 - a. Legal matters were discussed.
2. Contracts
 - a. No contracts were discussed.
3. Assessments / Delinquencies
 - a. Delinquencies were discussed.
4. Disciplinary Hearings
 - a. No disciplinary hearings were discussed.

The Executive Session was adjourned at 2:32p.m.



Attest, Norma Poe, Secretary
SEAL BEACH MUTUAL SEVENTEEN
jm 5/04/2021
Attachments

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **17**

INSPECTOR: **Mark Harper**

MUTUAL BOARD MEETING DATE: **May 4, 2021**

Print Date: 4/26/2021

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	INSPECTION	CONTRACTOR / COMMENTS
42-C	Flooring	GRF	03/02/21	04/30/21	NO	FINAL	GUNDERSON
11-A	REMODEL	BOTH	03/15/21	04/30/21	NO	NONE	BERGKVIST
52-A	BATH REMODEL	BOTH	02/01/21	07/01/21	NO	NONE	MP CONSTRUCTION
74-C	REMODEL	BOTH	10/15/20	03/30/21	YES	NONE	MAMUSCIA

Contract Services	Project Description	Expiration
J & J Landscaping for Landscape Maintenance		10/31/
Prostar Mechanical Services for preventive care to service boilers		09/01/20
J&J Landscaping for Landscape Maintenance		10/31/
Innovative Cleaning Services		03/3
HSG Window Cleaning Inc		12/3
Fenn Pest & Termite		05/
Empire Pipe Sewer Cleaning		12/3
Schlick building 2 one outlet in garage	in process	
Schlick Services Inc, building one four new circuits in garage	completed	4/30/2021

Site Visits

123-C Water damage Roof Leak	

PRESIDENT'S REPORT
MAY, 2021

As a reminder, you will be receiving two election ballots in the mail, one to elect our GRF Board Representative and the other for the two seats that are open on the Mutual #17 Board. It is extremely important that you decide for your candidate, mark and return your ballots. We must meet the quorum requirements to validate the election, so please participate.

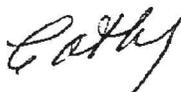
Sadly, I report the passing of Muriel DuPont, in building 3 and Richard Roberts, in building 2. Our condolences to their families and friends. They will be missed.

Amenities, such as the gym, the library, and others are beginning to open. It is important that we continue to protect ourselves and others from becoming ill. By making prudent decisions regarding mask wearing and social distancing, these actions will help us all get to the end of this pandemic. Remember, we are all in this together.

SOCIAL CHAIR REPORT
MAY, 2021

Two condolence cards sent.

Stay Safe,
Cathy Gassman



Vice-President's Report

May 4th, 2021

Another relatively quiet month, although we seem to have some residents who are of the opinion that someone else has been designated to take care of their abandoned junk. It's not fair to put a bunch of extra household stuff that is no longer needed in the trash room, expecting it to just disappear. If it's not in one of the bins the trash company will not pick it up. If it is a very large item it should be taken to the dumpsters by the mini-farms. If it is e-waste it needs to go to the container by the Maintenance yard. There was a large old TV in Building 2 trash room recently, which should have gone to the e-waste container. Fortunately a very kind resident offered to take it there after it had sat in the trash room for several days.



Physical Property Report

May 4th, 2021.

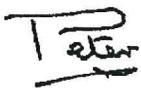
David Harris has been taking care of all the usual day-to-day activities that keep the Mutual humming along.....changing light bulbs, clearing the roof drains ...in case we ever get any rain!, checking the emergency generators fuel supply, etc. He also installed a new battery on the Building 3 emergency generator.

We had another vacancy recently and David took advantage of the fact that the unit was empty to repair and paint the balcony rails and storage closet doors.

David also worked with the contractor that we hired to clean out the laundry room drain lines in Building 2. We have had a couple of very expensive floods there recently and decided it was caused by water backing up from the floor drain, so we decided to have the drains checked. What we found was amazing....the drain lines were half full of junk in a few places. Hard to tell what the junk was. Quite a bit appeared to be corrosion from the pipe itself. Hopefully cleaning out the pipes will take care of the flooding problem for a few years. We should think seriously about having the other 2 building laundry room drain lines checked before they start creating expensive problems also.

I tried to check the cameras to see who put the large TV in the trash room in Building 2 but unfortunately the garage camera was not working at the time so I was unable to do so. It has now been replaced.... so take note...."big brother is now watching".

David also worked with the contractor installing new electrical outlets in the garage areas in Buildings 1 and 2 for the residents who requested (and paid for) them to charge their electric cars, scooters, golf carts, etc.



Treasurer's Report

May 4, 2021

As of March 31, 2021, the Mutual year-to-date income was \$151,500 and the year-to-date expenses were \$140,337. So the year-to-date income exceeded our expenses by \$11,163.

Respectfully submitted,

Regine Schumacher

LANDSCAPE REPORT

May 4, 2021

J & J Landscaping has been doing an excellent job, and they even work on Saturdays when necessary. So I have nothing to report.

The Golden Rain Foundation provides an enhanced quality of life for our active adult community of Seal Beach Leisure World.



April 27, 2021

Approved Consent Agenda

MOVED and duly approved the Committee/Board meeting minutes for the month of March 2021: the minutes of the March 1, 2021 Recreation Committee Board meeting, the minutes of the March 3, 2021 Physical Property Committee Board meeting, the minutes of the March 11, 2021 Communications/IT Committee Board meeting, the minutes of the March 12, 2021 Executive Committee Board meeting, the minutes of the GRF Board of Directors meeting, dated March 23, 2021, the minutes of the Special GRF Board of Directors meeting, dated April 5, 2021, the minutes of the Special GRF Board of Directors meeting, dated April 13, 2021, GRF Board Report, dated April 27, 2021, and the acceptance of the Financial Statements, March 2021, for Audit.

AB 3182 Ad hoc Committee- FINAL VOTE: Amend 70-1400-1, Use of GRF (Trust) Facilities
MOVED to amend 70-1400-1, Use of GRF (Trust) Facilities, as presented.

Consent Agenda: Communications/IT Committee

MOVED to adopt 20-5585-3, Advertising Procedures, amend 20-5585-1 Advertising Policy, amend 20-5585-2 Advertising Policy-Fees, amend 20-2806-1 Community Publications, rescind 20-2806-2 Community Publication – Fees, rescind 20-2850-3 Advertising Commissions, rescind 20-2860-1 Establishing Advertising Rates, rescind 20-2861-1 Advertising for Estate and Patio Sales, rescind 20-2866-1 Bilingual Advertising, rescind 20-5581-1 Communications Department Advertising, and rescind 20-5583-3 Minibus Advertising. The consent calendar was adopted, as presented.

COVID-19 Ad hoc Committee – Approve Reopening Table Tennis, Clubhouse Six

MOVED to approve the limited reopening of Trust Property known as Clubhouse Six, Table Tennis area operations under State and County guidelines with oversight by the Recreation Department.

COVID-19 Ad hoc Committee – Approve Reopening Picnic Area, Clubhouse One

MOVED to approve the limited reopening of Trust Property known as Clubhouse One, Picnic area operations under State and County guidelines with oversight by the Recreation Department.

COVID-19 Ad hoc Committee – Rescind 70-1448-3 Golf Course – Emergency Operational Procedure

MOVED to rescind the Emergency Operational Procedure 70-1448-3 of Trust Property known as the Turtle Lake Golf Course and to continue operations under State and County guidelines with oversight by the Recreation Department.

COVID-19 Ad hoc Committee – Rescind 70-1448-3F Fitness Center – Emergency Operational Procedure

MOVED to rescind the Emergency Operational Procedure 70-1448-3F of Trust Property known as the Fitness Center and to continue operations under State and County guidelines with oversight by the Recreation Department.

Executive Committee – Amend 50-1610-3 GRF Membership Eligibility Criteria

MOVED to amend 50-1610-3 GRF Membership Eligibility Criteria, accepting revisions suggested by corporate counsel, as presented.

Executive Committee – Capital & Reserve Funding Requests – Administration Office and Workstation Improvements, Phase Two

MOVED to approve Phase Two, Administration Offices, ergonomic process improvements and the addition of a training/flex workstation, in an amount not to exceed \$6,700, funding sources: Reserves \$3,800, Capital \$2,150 and non-budgeted operations \$600.

Finance Committee – Approve Release of Spreadsheet of Services Provided to the Mutual Corporations

MOVED to approve the release of the list created by Management Services Review Ad hoc committee and cover letter to all Mutual Boards and authorize the President to sign the letter.

Finance Committee – Operating Funds Request – Prepaid Dynamic Support Hours

MOVED to approve the purchase of a prepaid block of 100 support hours from Boyer & Associates, in the amount of \$9,750, from operating funds.

Mutual Administration – Amend 50-1023-1 GRF Pet Ownership Rules

MOVED to amend 50-1023-1 GRF Pet Ownership Rules, updating document language and the area pets are not allowed, as presented.

Mutual Administration – Amend 50-5165-3 Mutual Administration & Service Maintenance Charter

MOVED to amend 50-5165-3 Mutual Administration & Service Maintenance Charter, updating the Committee's name, as presented.

Physical Property Committee - Emergency Action: Replacement of HVAC Unit Four, Clubhouse Six

MOVED to ratify the Executive Director's Emergency Action to award a contract to Greenwood Heating and Air to replace the heat pump, Clubhouse Six, unit #4, for a cost not to exceed \$9,500, Reserve funding.

Physical Property Committee – Approve Cancellation of Contract – Storage Closet, Clubhouse Three

MOVED to cancel the contract with BA construction for the Storage Closet, Clubhouse Three project.

Physical Property Committee – Capital Funding Request – Fireplace Renovation, Clubhouse Three

MOVED to authorize the Executive Director to issue work orders to the Service Maintenance Department for the following tasks, not to exceed \$10,000, including \$1,000 in contingency funds: remove the fireplace surround, add an 18" tall block wall at steel columns, add LED lighting to illuminate the new planter area; patch the flooring with suitable flooring and face the new surround and existing brick with ADRC-approved stacked stone.

Physical Property Committee – Reserve Funding Request – Contract for Elevator Service, Building Five

MOVED to award a contract to Elite Elevator Service, for a modernization upgrade to the elevator located at Building Five, for a cost of \$47,097 and adding \$3,000 contingency funding, for a total cost not to exceed \$50,097, Reserve funding, and authorize the President to sign the contracts.

Recreation Committee – Approve Non-Scheduled Amphitheater Events (Movies and Shows), Summer 2021

MOVED to approve four (4) Amphitheater shows and six (6) movies with funds approved by the Finance Committee, in an amount not to exceed \$46,000, with the following stipulations: Public Health and Safety Orders would allow for reasonable occupancy within the Amphitheater to justify the expense associated with the event.

MOVED to authorize the Recreation Director be given the authority to make any necessary revisions needed for occupancy and scheduling of the events as Public Health and Safety Orders may change.

Recap of GRF Committees' Activity

March 2021

March 25, 2021, Architectural Design and Review Committee

- CONCURRED to request Committee members Heinrichs, Rapp and President Hopewell visit the nurse's office to review potted plants for the entrance of Clubhouse Two;
- MOVED to forward the Channel Fencing agenda item to the Strategic Planning Ad Hoc Committee (SPAH), for further review;
- CONCURRED to request have the Executive Director bring additional samples of the Mini Farm LW Logo, based on the Committee's feedback, to the next scheduled meeting;
- MOVED to approve the wall art for the Clubhouse Two Pool Room, as presented on the agenda and to request the Executive Director bring additional information on the Game Room;
- MOVED to recommend the GRF Board of Directors award a contract to J&J Landscaping, to replace the plants around the Perimeter Wall of the Medical Center and Clubhouse Six parking lots, for a cost not to exceed \$9,575, Reserve funding, after Finance review and remove the New Zealand Flax from the suggested planting list;
- MOVED to relocate the statue located at Golden Rain and St Andrews, to Trust property identified as the library;
- MOVED to authorize the Executive Director to remove and store the statue as soon as reasonably possible, pending Board action on relocation.

CANCELLED: April 1, 2020, COVID-19 Ad hoc Committee

April 5, 2021, Recreation Committee

- MOVED to recommend to the GRF Board of Directors use of the Amphitheater for four (4) Amphitheater shows, six (6) movies, with the following stipulations: public health and safety orders would allow for reasonable occupancy within the Amphitheater to justify the expense associated with the event and the Finance Committee determination of funding, in an amount not to exceed \$46,000;
- MOVED to recommend to the GRF Board of Directors grant the Recreation Director authority to make any necessary revisions needed for occupancy and scheduling of the events as public health and safety orders may change;

- CONCURRED to request the Mini Farm lease be reviewed at the next scheduled meeting;
- CONCURRED to request the Executive Director meet with the sewing room users; the Committee will discuss the enhancements at the next scheduled meeting;
- CONCURRED to schedule a meeting with the NOCE representative and the Library Operations Supervisor, before the end of April, to discuss the fall class schedule;
- CONCURRED to review the proposed community drive thru car show route and involvement of GRF Security at the next scheduled meeting;
- CONCURRED to review 70-1487-1, Recreational Vehicle Lot (RVL) Rules and Regulations and Amend 70-1487-2, Recreational Vehicle Lot (RVL) Schedule of Fees and Monetary Fines documents in a work study meeting.

• **CANCELLED: April 7, 2020, Governing Documents Committee**

April 7, 2020, Physical Property Committee

- MOVED to recommend the GRF Board of Directors authorize cancellation of the contract with Bruno construction for the Clubhouse Three Storage Closet;
- CONCURRED to review the ADA Engineer report on handrails at the Administration Building at the next scheduled Committee meeting;
- MOVED to recommend the GRF Board of Directors approve \$60,000, in non-budgeted Capital Funding, to the City of Seal Beach for the retrofitting and construction of storm drain catch basins and authorize the GRF President to sign the Memorandum of Understanding;
- CONCURRED to request a legal opinion from corporate counsel and then schedule a Special GRF Board meeting to review;
- MOVED to recommend the GRF Board of Directors to authorize the Executive Director issue work orders to the Service Maintenance Department for the following tasks, not to exceed \$10,000, Capital Funding, including \$1,000 in contingency funds, pending Finance Committee review: remove the fireplace surround, add an 18” tall block wall at steel columns, add LED lighting to illuminate the new planter area, patch the flooring with suitable flooring, and face the new surround and existing brick with ADRC approve stacked stone;
- MOVED to recommend the GRF Board award a contract to Elite Elevator Service for a modernization upgrade to the elevator located at Building 5 for a cost of \$ 47,097 and adding \$3,000 contingency funding for a total cost not to exceed \$50,097, Reserve Funding, pending Finance Committee review;
- MOVED to direct staff to provide proposals for a full survey of Trust Property commonly identified as the 1.8 acres, provide proposals to develop and present a new mini farm plot plan, provide proposals to completely clear all plots, remove soil as needed and regrade at a suitable slope for drainage from the Nassau wall to the sidewalk, and present proposals at the May meeting of the Physical Properties Committee.

April 8, 2021, Communications/ITS Committee

- CONCURRED to keep LW Weekly in a PDF format on LWSB website and upload the Tecnavia version (www.lweekly.com) simultaneously for a period of thirty days, following Tecnavia’s official launch;
- CONCURRED to direct the IT Supervisor provide Committee members with more information on presented proposals and schedule a demonstration of the services with Board members present, prior to making final decision on a vendor;
- CONCURRED to direct the IT Supervisor present a LW Live text alerts survey to the residents in a two-step process: first – if the residents are interested, second – if they’d like to opt-in;

- MOVED to adopt 20-5585-2, Advertising Policy-Fees, 20-5585-3, Advertising Procedures, 20-5585-1 Advertising, amend 20-2806-1, Community Publications, and rescind 20-2806-2, Community Publications – Fees, 20-2850-3, Advertising Commissions, 20-2860-1, Establishing Advertising Rates, 20-2861-1, Advertising for Estate and Patio Sales, 20-2866-1, Bilingual Advertising, 20-5581-1, Communications Department Advertising, and 20-5583-3, Minibus Advertising.

April 9, 2021, Executive Committee

- CONCURRED to review the Rental Specialist position description at the next scheduled Committee meeting;
- CONCURRED to review the newly formatted version of the “On Your Own” project at the next scheduled Committee meeting;
- CONCURRED to discuss the Stock Transfer Office Reorganization at the next scheduled Committee meeting;
- CONCURRED to review to the Information Technology position description, amended to include network security duties, at the next scheduled Committee meeting;
- CONCURRED to review the Exercise Room Attendant position description at the next scheduled Committee meeting;
- CONCURRED to review the Member Resources & Assistance Liaison position description at the next scheduled Committee meeting;
- MOVED to recommend the GRF BOD amend 50-1610-3, GRF Membership Eligibility, as amended;
- CONCURRED to request corporate counsel review 50-1640-4, Active Membership Certificate and return to Committee for review at the next scheduled meeting.

April 12, 2021, Mutual Administration Committee

- CONCURRED to accept information provided by the Executive Director and consider the topic resolved;
- MOVED to include the Optum Health brochure in the Welcome Packet for new buyers;
- CONCURRED to review the Pet Brochure at the May meeting; the Executive Director will request the IT department to forward the online document to the Committee for editing;
- MOVED to approve the removal of the wall and door in the Stock Transfer Manager’s office, work to be performed by Service Maintenance, at a cost not to exceed \$500, from the Building Repairs and Maintenance Budget, work to be performed by the Service Maintenance department;
- MOVED to recommend the GRF BOD amend 50-1023-1 GRF Pet Ownership Rules, as presented;
- MOVED to recommend the GRF BOD amend 50-5165-3 Mutual Admin & Service Maintenance Committee Charter, as presented.

April 14, 2021, Security, Bus & Traffic Committee

- CONCURRED to request the Executive Director and the Fleet Manager provide additional information on the contracted/off-Site bus service at the next scheduled meeting;
- CONCURRED to request the Security Services Director provide additional information on the RFID Phase II at the next scheduled meeting;
- MOVED to recommend the GRF BOD consider community access to the King’s Crew dispensary, contingent upon hours of operation and riding regulations during COVID-19 restrictions.

April 16, 2021, Strategic Planning Ad hoc Committee

- CONCURRED to refer the reconfiguration of St. Andrews at Northwood Road to the Physical Property Committee to prepare an RVP and seek bids from a traffic engineer to also include the Main Gate/North Gate and the Point;
- CONCURRED to refer #27, Evaluation and Enhancement of 1.8 Acres to the Physical Property Committee to obtain a price to clear and grade and replace irrigation, where needed, at 1.8 Acres;
- CONCURRED to change the priority level of #27, Evaluation and Enhancement of 1.8 acres from level One to level Nine;
- CONCURRED to request additional information regarding the establishment of a 501c3 non-profit company from the Executive Director;
- CONCURRED to remove #35, Entry Pass for Non-resident Amenity Use from the Future Vision list;
- CONCURRED to refer Move the Bus Station Away from the Main Gate to the Security, Bus & Traffic Committee for review.

April 19, 2021, Finance Committee

- MOVED to recommend the GRF Board accept for audit and forward to the GRF Board the draft interim financial statements for period ending March 31, 2021, as presented by the Director of Finance and as reviewed by the Finance Committee;
- MOVED to recommend the GRF Board authorize the purchase investments using reserve funds as follows: brokered CDs through Morgan Stanley totaling \$200,000; brokered CDs through US Bancorp totaling \$1,100,000, with terms ranging from twelve (12) months to eighteen (18) months at the prevailing interest rates at the time of purchase and at the discretion of the financial advisors; indexed CD(s) totaling \$200,000 using the established guidelines approved by the Finance Committee on March 15, 2021;
- MOVED to recommend the GRF Board authorize the purchase of brokered CD's through US Bancorp, totaling \$300,000 of Capital funds, with terms ranging from six (6) to twelve (12) at the prevailing interest rates at the time of purchase and at the discretion of the financial advisor;
- MOVED to inform the GRF Board that the Finance Committee has determined Capital Funds in the amount of \$10,000, are available and have placed a temporary hold, pending Board action on the proposed project of Clubhouse Three fireplace renovation, per the scope of work submitted from the Service Maintenance Department, as being recommended to the Board by the Physical Property Committee, per the Committees action request of April 7, 2021, Clubhouse three fireplace renovation;
- MOVED to inform the GRF Board, the Finance Committee has determined Non-budgeted funds, in an amount not to exceed \$46,000, are available and have placed a temporary hold on these funds, pending Board action on the proposed project 2021 Amphitheater events, as being recommended to the Board by the Recreation Committee, per the Committees action request of April 5, Amphitheater events;
- MOVED to inform the GRF Board, the Finance Committee has determined Operating funds in the amount of \$19,500, are available and have placed a temporary hold, pending Board action on the proposed purchase of a block of 100 prepaid support hours from Boyer & Associates, as being recommended to the Board by the Finance Committee, per this Committee's action request;
- MOVED to inform the GRF Board, the Finance Committee has determined Reserve funds in an amount not to exceed \$50,097, are available and have placed a temporary hold, pending Board action on the proposed project for the modernization of the elevator at Building Five, as being

recommended to the Board by the Physical Property Committee, per the Committees action request of April 7, 2021, building five – elevator modernization;

- MOVED to inform the GRF Board, the Finance Committee has determined Non-Scheduled Reserve Funds in the amount of \$4,000 and Capital Funds in the amount of \$2,150 are available and have placed a temporary hold on these funds pending Board action on the proposed to replace Trust Property asset identified as Administration Building, 2nd Floor Assistant to the Executive Directors workstation and general workspace improvement and modifications as recommended to the Board by the Executive Committee on March 12, 2021;
- MOVED to request the GRF Board release the list created by Management Services Review Ad Hoc Committee and distributed to all Mutual Boards with a cover letter, drafted by the Executive Director and approve by the GRF President;
- CONCURRED to request the Physical Property Committee add LW Maps to their agenda.

April 20, 2021, Website Redesign Ad hoc Committee

- CONCURRED to CONCURRED to schedule a work study meeting, in May, to review **current** website verbiage;
- CONCURRED to request Chair Janet Isom obtain feedback from the Historical Society for committee review at the next scheduled meeting.

Financial Recap **March 2021**

Financial Recap – March 2021

As of the three-month period ended March 2021, the draft financial reports indicate that GRF is in a favorable financial position with a surplus of \$389,296

Major variances are:

Wages, Taxes & Benefits	\$305,653	Favorable: Wages \$191; P/R Taxes \$22K; Workers' Comp \$15K; 401(k) ER Match \$12K; Group Ins \$66K; average FTE < budget by 23 FTE
Agency Fees	(42,069)	Temporary help to fill key positions
Facilities Maintenance	19,458	Favorable: Maintenance scheduled for later in the year
Publication Printing	24,299	Favorable: Decrease in printing rates
Certificate Prep Fees	18,100	Favorable: Unit sales exceeds budget
Rental Income	23,449	Favorable: Unit sales exceeds budget
News Advertising Income	12,433	Favorable: Display, Front Footer & Classified ads
SRO Labor Cost Recovery	(22,078)	Unfavorable: Invoicing is behind due to staffing changes

	Fund Balance	Allocated For Current Projects	Allocated For Future Projects	For details, see page
Reserve Funds				
Repairs & Replacements	\$11,581,627	\$1,150,985	\$10,430,642	7

	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Funds				
Capital Improvements	\$3,304,364	\$847,461	\$2,456,903	8

Total year-to-date approved unbudgeted operating expenses are \$37,310.

PORTFOLIO SPECIALIST'S REPORT

May 2021



If an overabundance of personal belongings gets in the way of living your life comfortably, speak to your healthcare professional.

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

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

Large items:

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

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

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

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



Mutual and GRF Elections will be beginning soon.

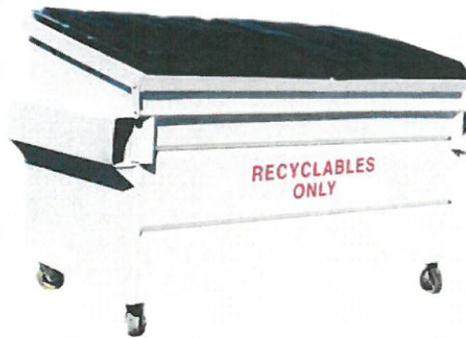
This is your Community! Please get out and vote!



GUIDE TO RECYCLING...

SEPARATING RECYCLE PRODUCTS FROM TRASH

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



RECYCLABLES

GLASS

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



METAL

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



PLASTIC

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



PAPER

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



IT'S AGAINST THE LAW...

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

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



HOUSEHOLD HAZARDOUS WASTE

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



E-WASTE, HOUSEHOLD BATTERIES & LIGHTING

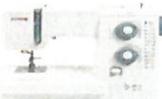
Instructions for proper disposing of the following items:

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

LARGE ITEMS

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

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



P.O. Box 2069
Seal Beach CA 90740

Mar Actual	Mar Budget		2021 Y-T-D Actual	2021 Y-T-D Budget
42,875	42,876	Carrying Charges	128,626	128,628
5,879	5,880	Reserve Funding	17,637	17,640
48,754	48,756	Total Regular Assessments	146,263	146,268
1,488	1,460	Financial Income	4,352	4,380
740	150	Other Income	885	450
2,228	1,610	Total Other Income	5,237	4,830
50,982	50,366	Total Mutual Income	151,500	151,098
10,802	20,796	GRF Trust Maintenance Fee	52,394	62,388
6,499	6,746	Utilities	17,756	20,238
4,518	737	Professional Fees	5,510	2,211
14,092	13,140	Outside Services	36,399	39,420
3,547	3,064	Taxes & Insurance	10,641	9,192
5,879	5,880	Contributions to Reserves	17,637	17,640
45,336	50,363	Total Expenses Before Off-Budget	140,337	151,089
5,646	3	Excess Inc/(Exp) Before Off-Budget	11,163	9
981	0	Depreciation Expense	2,942	0
4,665	3	Excess Inc/(Exp) After Off-Budget	8,221	9
Restricted Reserves				
2,096	0	Painting Reserve	298,016	0
2,097	0	Roofing Reserve	303,369	0
0	0	Emergency Reserve Equity	716,109	0
9,603	0	Infrastructure Reserve	174,689	0
13,795	0	Total Restricted Reserves	1,492,183	0