

PLEASE DO NOT DROP INTO THE MAIL SLOTS

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIVE
September 20 2023**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by Vice President Murphy on Wednesday, September 20, 2023, at 9:01 a.m. followed by the Pledge of Allegiance led by President DeRungs via Zoom/Video Conference Call and Conference Room B.

ROLL CALL

Present: President DeRungs (via zoom), Vice President Murphy, Chief Financial Officer Cude, Directors Gould, and Powell

Absent: Secretary Lee and Director Shannon

GRF Representative: Mr. Thompson (absent)

Guests: One Mutual Five Shareholder (via zoom)
Three Mutual Five Shareholder (in-person)

Staff: Ms. Hall, Sr. Director of Member Services (via zoom)
Ms. Barua, Sr. Portfolio Specialist (via zoom)
Mr. Meza, Building Inspector
Mr. Armijo, Building Inspector
Ms. Equite, Portfolio Specialist
Ms. Rivas, Assistant Portfolio Specialist (via zoom)

SHAREHOLDER COMMENTS

One shareholder made a comment.

GUEST SPEAKER

The Sr. Director of Member Services, Ms. Hall, discussed the 2024 Operating Budget.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Chief Financial Officer Cude, it was

RESOLVED to approve the 2024 operating Budget for Mutual Five of \$1,632,284 resulting in a regular monthly Mutual assessment of \$276.47 per apartment per month, for an increase of \$8.06 per month over the Mutual operating costs of 2023, as presented, and to adopt this budget forthwith; and, to authorize the necessary transfer of funds during the budget year in accordance with provisions of Civil Code § 5502.

The MOTION passed unanimously with ROLL CALL vote.

Following questions, Ms. Hall left the meeting at 9:20 a.m. (via zoom)

MINUTES

The Regular Meeting Minutes of August 16, 2023, were approved by general consent of the board to stand as presented.

GRF REPRESENTATIVE'S REPORT

No report.

BUILDING INSPECTOR'S REPORT

Building Inspector Meza presented his report (attached).

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Director Powell, it was

RESOLVED to approve the Sewer Pipe Cleaning proposal from Empire Pipe Cleaning for a three-year contract, at a cost not to exceed \$10,184.58. Funds to come from Infrastructure and authorize the President to sign any necessary documentation.

The MOTION passed unanimously with ROLL CALL vote.

Following questions, Mr. Meza left the meeting at 9:35 a.m.

UNFINISHED BUSINESS

No Unfinished Business.

NEW BUSINESS

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Director Powell, it was

RESOLVED to propose a rule change by amending Rule 05-7562-1 - Resident Lessee Regulations and approve the 28-day posting of notice of the proposed rule change. The proposed rule change will be considered by the board at the next scheduled meeting following review of any shareholders' comments received.

The MOTION passed unanimously with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Director Powell, it was

RESOLVED to propose a rule change by amending Rule 05-7415-1 Porch and Patio Regulations and approve 28-day posting of notice of the

proposed rule change. The proposed rule change will be considered by the board at the next scheduled meeting following review of any shareholders' comments received.

The MOTION passed unanimously with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Director Powell, it was

RESOLVED to adopt amended Mutual Five Occupancy Agreement.

The MOTION passed unanimously with ROLL CALL vote.

SECRETARY / CORRESPONDENCE

No correspondence received.

CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Cude presented his report.

PRESIDENT'S REPORT

President DeRungs had no report.

PORTFOLIO SPECIALIST'S REPORT

Portfolio Specialist Equite presented her report (attached).

ANNOUNCEMENTS

- a. **NEXT MEETING:** Wednesday, October 18, 2023, at 9:00 a.m. via Zoom/Video Conference Call and Conference Room B.

COMMITTEE REPORTS

Finance

No report.

Landscape

No report was presented.

Physical Property

No report was presented.

Laundry Rooms/Emergency Information

No report was presented.

DIRECTORS' COMMENTS

No Directors made comments.

ADJOURNMENT

Vice President Murphy adjourned the meeting at 9:54 a.m. and announced that there would be an Executive Session following the meeting to discuss members issues.

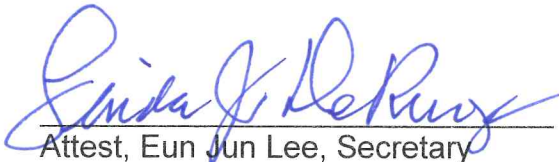
EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on Wednesday, September 20, 2023, at 10:13 a.m., and took the following actions:

The board approved the Regular Executive Session Minutes of August 16, 2023.

1. Legal Matters
 - a. Several legal matters were discussed.
2. Contracts
 - a. No contracts were discussed.
3. Assessments / Delinquencies
 - a. Several letters were drafted.
 - b. Several accounts to monitor.
 - c. Several accounts were closed.
4. Disciplinary Hearings
 - a. One disciplinary hearing occurred.

The Executive Session was adjourned at 12:03 p.m.



Attest, Eun Jun Lee, Secretary
SEAL BEACH MUTUAL FIVE
DE: 09/20/23
Attachments

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE **INSPECTOR: Mike Meza**

MUTUAL BOARD MEETING DATE: September, 2023

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	Improvement Values	RECENT INSPECTION	CONTRACTOR
100-A	KITCHEN REMODEL	BOTH	06/10/23	04/30/23	\$35,500	PLUMB, FRAM, ELEC, 03/27	BA CONSTRUCTINO
95-G	UNIT REMODEL	BOTH	11/20/22	03/15/23	\$138,700	FINAL 03/15/23	JC KRESS
70-F	ELECTRICAL WORK	BOTH	11/01/22	01/30/23	\$750	FINAL 01/26/23	CJ CONSTRUCTION
98-C	COUNTERS/ WASH/DRYER	BOTH	11/12/22	03/30/23	\$20,000	FINAL 02/23/23	MP CONSTRUCTION
113-A	COUNTERTOP KIT	BOTH	11/14/22	12/10/22	\$9,350	FINAL 08/28/23	M&M SKYLIGHTS
106-E	FLOORING	GRF	12/28/23	02/28/23	\$4,600	FINAL 02/27/23	B&B CARPET
97-C	SLIDING DOOR	BOTH	12/31/23	02/28/23	\$7,800	FINAL 05/29/23	VICKERS CONSTRUCTION
121-B	UNIT REMODEL	BOTH	01/01/23	07/30/23	\$65,000	FINAL 06/01/23	MP CONSTRUCTION
105-C	WINDSCREEN PATIO	GRF	01/03/23	01/15/23	\$1,540	FINAL 01/11/2023	CUSTOM GLASS
93-L	ELECTRICAL OUTLETS	BOTH	01/05/23	04/30/23	\$2,000	FINAL 04/30/23	JULIAN AGUILAR ELECTRIC
72-J	FLOORING	GRF	01/15/23	02/28/23	\$4,625	FINAL 02/07/23	KARYS CARPET
102-K	PORCH FLOORING	GRF	01/16/23	02/16/23	\$1,188	FINAL 02/10/23	CORNERSTONE FLOORS
115-F	LOWER STORAGE CABINET	GRF	01/20/23	02/26/23	\$1,100	FINAL 02/25/23	VICKERS CONSTRUCTION
115-F	ELECTRICAL OUTLETS	BOTH	01/26/23	03/01/23	\$1,450	FINAL 02/10/23	VICKERS CONSTRUCTION
116-K	LOWER STORAGE CABINET	GRF	01/30/23	03/01/23	\$950	FINAL 02/10/23	VICKERS CONSTRUCTION
98-D	ROOM ADDITION	BOTH	02/01/23	07/30/23	\$28,000	FINAL 07/12/23	MP CONSTRUCTION
113-D	HEAT PUMP	BOTH	02/13/23	05/13/23	\$7,835	FINAL 03/22/23	GREENWOOD
97-H	SHOWER CUT DOWN	BOTH	02/13/23	03/13/23	\$3,512	FINAL 03/13/23	NUKOTE
116-A	SHOWER REMODEL	BOTH	01/30/23	05/18/23	\$23,450	FINAL 04/12/23	LOS AL BUILDERS
112-C	UNIT ABATEMENT	GRF	02/07/23	02/09/23	\$3,200	FINAL 02/09/23	UNIVERSAL ABATEMENT
112-C	UNIT REMODEL	BOTH	01/03/23	04/07/23	\$121,800	STUCCO 06/12/23	BA CONSTRUCTION
115-B	CARPORT CABINET	GRF	02/13/23	03/18/23	\$950	FINAL 03/15/23	VICKERS CONSTRUCTION
118-F	UNIT REMODEL	BOTH	11/10/23	04/30/23	\$88,000	FINAL 07/10/23	MP CONSTRUCTION
123-D	COUNTERTOPS	BOTH	03/01/23	06/30/23	\$6,800	FINAL 03/27/23	MP CONSTRUCTION
121-K	LOWER STORAGE CABINET	GRF	03/16/23	04/15/23	\$950	FINAL 03/27/2023	VICKERS CONSTRUCTION
115-J	LOWER STORAGE CABINET	GRF	03/18/23	04/18/23	\$1,100	FINAL 04/18/23	VICKERS CONSTRUCTION
113-J	UNIT REMODEL					FINAL 06/01/23	OGAN CONSTRUCTION
69-J	SHOWER CUT DOWN	BOTH	03/28/23	04/28/23	\$4,535	FINAL 04/28/23	NUKOTE
115-J	WINDOWS	BOTH	03/30/23	04/30/23	\$3,280	FINAL 04/05/23	VICKERS CONSTRUCTION
115-I	WINDOWS	BOTH	03/31/23	04/30/23	\$4,920	FINAL 04/30/23	VICKERS CONSTRUCTION
111-E	ELECTRICAL OUTLET	BOTH	04/07/23	04/28/23	\$450	04/28/23	OGAN CONSTRUCTION
94-G	SKYLIGHT FLARE/SLIDER	BOTH	04/10/23	07/20/23	\$30,235	FINAL 08/25/23	LOS AL BUILDERS
126-K	FLOORING	GRF	04/10/23	05/30/23	\$5,570	FINAL 08/01/23	KARYS CARPET
120-E	SHOWER CUT DOWN	BOTH	04/13/23	05/13/23	\$2,815	FINAL 05/13/23	NUKOTE
118-K	PORCH TILE	GRF	04/15/23	05/30/23	\$3,000	FINAL 05/30/23	KARYS CARPET
102-D	PATIO GLASS	GRF	04/15/23	06/15/23	\$707	FINAL 06/15/23	BODIES GLASS
115-F	PORCH GATE	GRF	04/17/23	05/10/23	\$690	FINAL 08/01/23	VICKERS CONSTRUCTION
103-K	SHOWER CUT DOWN	BOTH	04/25/23	05/25/23	\$4,535	FINAL 08/02/23	NUKOTE
125-E	FLOORING	GRF	04/30/23	05/30/23	\$4,500	FINAL 07/31/23	KARYS CARPET
97-G	UNIT REMODEL	BOTH	06/19/23	11/15/23	\$140,400	DRYWALL 08/28/23	JC KRESS
121-D	LOWER STORAGE CABINET	GRF	05/08/23	06/30/23	\$1,750	FINAL 07/01/23	BERGKVIST
98-C	UNIT REMODEL	BOTH	06/10/232	11/30/23	\$104,000		MP CONSTRUCTION
98-B	SHOWER CUT DOWN	BOTH	06/26/23	07/26/23	\$5,222	FINAL 07/26/23	NUKOTE
110-B	FLOORING	GRF	07/08/23	07/29/23	\$1,980		
117-L	PATIO GLASS	GRF	07/20/23	08/20/23	\$19,500	FINAL 09/12/23	GRECO
24-E	LOWER STORAGE CABINET	GRF	07/20/23	08/08/23	\$950		VICKERS CONSTRUCTION
122-A	ABATE FLOORING	GRF	08/09/23	08/20/23	\$3,100	FINAL 09/06/23	SIRRIS ABATMENT
122-A	UNIT REMODEL	BOTH	08/07/23	12/03/23	\$70,000		NATIONWIDE
90-G	HEAT PUMP	BOTH	08/10/23	11/10/23	\$2,985		GREENWOOD
95-K	WASHER AND DRYER	BOTH	08/07/23	10/30/23	\$6,800		BA CONSTRUCTION
106-J	GLASS AT PORCH	GRF	08/11/23	09/29/23	\$3,075	FINAL 08/28/23	KONRAD KONSTRUCTION
101-C	ABATEMENT ELEC PANEL	GRF	08/18/23	09/30/23	\$450		SIRRIS ABATMENT
122-L	HEAT PUMP	BOTH	08/28/23	11/28/23	\$4,925		M&M SKYLIGHTS
101-C	WASHER AND DRYER	BOTH	08/28/23	10/29/23	\$27,730		MARCO CONSTRTUCTION

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE		INSPECTOR: Mike Meza
MUTUAL BOARD MEETING DATE:	September, 2023	

ESCROW ACTIVITY							
Unit #	NMI	PLI	NBO	FI	FCOEI	ROF	ACTIVE, CLOSING, CLOSED
							9 10 9
69-L		04/17/23					
71-L		03/24/22	07/07/23	07/07/23	07/21/23	08/21/23	
91-F		06/30/23	7/26/23	7/26/23	08/09/23		
91-J		06/23/23					
94-H		06/23/23					
95-K		03/29/23	05/08/23	05/12/23	05/24/203		
97-G		03/14/23	04/20/23	05/01/23	05/15/23	07/10/23	
98-F		05/23/23	06/26/23	06/30/23	07/17/23		
101-B		06/21/22					
101-L		02/21/23	06/26/23	06/26/23	07/10/23	09/06/23	
103-H		05/12/23					
104-F		01/27/23					
105-I		12/13/22	04/11/2023	04/11/23	04/23/23	05/16/23	
110-B		08/28/23	09/07/23	09/08/23			
111-G		08/17/23					
115-F		10/13/22	01/10/23	01/11/23	1/26/2023	03/01/2023	
116-E		12/06/22					
118-K		07/07/23	08/08/23	08/21/23	09/05/23		
120-J		03/17/23	05/03/23	05/03/23	05/17/23	08/21/23	
122-A		03/29/23	07/13/23	07/13/23	07/27/23		
122-L		11/17/22	08/10/23	08/10/23	08/24/23		
122-E		10/21/22	01/03/23	01/03/23	01/17/23	03/01/2023	
123-D		04/014/23	05/02/23	05/02/23	05/16/23	07/10/23	
124-J		11/17/22	03/09/23	03/14/23	03/28/23		
124-L		02/24/23					
125-E		06/15/23	07/21/23	07/21/23	08/04/23		
126-G		03/24/23	04/10/23	04/10/23	04/24/23	07/10/23	
126-K		03/10/23	03/23/23	03/24/23	04/07/23		

SHADED AREAS HAVE BEEN SIGNED OFF

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

CONTRACTS

CONTRACTOR	PROJECT
J&J LANDSCAPE AUGUST 8th 2025	Landscaping & Irrigation
EMPIRE PIPE DECEMBER 31st 2022	Annual inspection
FENN MAY 31st 2026	Pest and rodent control services New contract is being drafted
FENN PEST CONTROL JULY, 2026	Bait stations
ROOFING STANDARDS October, 2023	Buildings 96, 97, 107, 112, 123, 125

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE	INSPECTOR: Mike Meza
MUTUAL BOARD MEETING DATE: September, 2023	

SPECIAL PROJECTS

Contractor	Discription of Work
MP Construction	Seating Area

SHAREHOLDER AND MUTUAL REQUEST

105-I Roof leak	Inspect mutual sidewalks, work orders created with service maintenance
126-f Shower wall damage	Fire Inspection completed.
99-E Hvac warrenty question	
102-B Skylight install question	
102-K Root around HVAC	
112-J Counter top issues	
97-F Inspect bath fan	
121-E Termite at entry way door	
123-I Toilet stoppage	
123-I Follow up on toilet issues	
95-K unit issues	
121-L Have car moved for carport concrete replacement	
121-K Sidewalk and garden flooding	
107-E Rodent activity	
113-A TV cables hanging	
125-L Inspect attic for rodent activity	
123-E Inspect for dry rot	
117-L Grass restoration	
98-B Termite concerns	
69-G Escrow question	

Portfolio Specialist's Report

September 2023

Coyote Safety



Coyotes in populated areas are typically less fearful of people. They have been known to attack pets and approach people too closely.

Coyotes are skilled hunters; we must be strong, motivated, and most importantly, **proactive**.

But what does being proactive mean?

- We must continue to haze the coyote. **DO NOT** turn your back and run. By running you are seen as prey. **Become BIG!** Wave your arms, scream, throw rocks, etc.
- We must not feed wildlife. Bird feeders on your property will attract rats, squirrels, and rabbits which will attract coyotes to your home.
- We must keep food and trash off our patios.
- We must protect our pets.

Small pets can easily become coyote prey. Cats and small dogs **should never be allowed outside alone**. It's highly recommended that small pets always be accompanied by their owner and dogs must be on a 6 foot leash. Do not use a retractable leash. Your pet can get too far away from you with a retractable leash. One may want to see their dog scamper around on a long retractable leash, but that is only placing the pet in harm's way and is a violation of policy.

Long Beach Animal Care Services recommends calling them at (562) 570-7387 (PETS) to report all coyote sightings and to determine if an Animal Control Officer is needed. Sightings can also be reported online using the link below:

<https://www.longbeach.gov/acs/wildlife/living-with-urban-coyote>

IF A COYOTE IS POSING AN IMMINENT THREAT TO LIFE, CALL 911.



Community RFID Distribution Process / Access Control Information

RFID (Radio Frequency ID) Tag

The RFID tag distribution for the community will be starting in mid-September 2023. Here are some quick facts to make the distribution process and easy one for all residents:

Who is Eligible to Receive an RFID Tag:

- Any person that possesses a valid Leisure World Identification Card may receive **one** RFID tag for **one** vehicle with a valid GRF decal without charge. The GRF Board of Directors is currently reviewing the process for residents with additional vehicles registered in their name.
- To receive an RFID tag, you **must** have a valid Leisure World Decal on your vehicle.
- Decals are available at the Decal Office next to the Café in Clubhouse 5. The Decal Office is open Tuesday through Saturday, 8:00 AM to 4:00 PM (closed 12:00 PM to 12:30 PM for lunch).
- As a reminder, to receive a decal you must have the following:
 - Valid state issued driver's license
 - Valid vehicle registration
 - Valid vehicle insurance
 - Valid GRF Identification Card

Distribution Site Information

- *Where:* 1.8 Acres
- *When:* Your Assigned Date (see below)
- *Hours of Distribution:* 8:30 AM to 4:00 PM (cars may line up no earlier than 8:15 AM on Oak Hills Drive.
- **Before entering the 1.8 Acre site, we will be verifying all four documents listed above (valid license, vehicle registration, vehicle insurance and GRF Identification Card). You will not be able to receive an RFID tag without presenting these documents.**

Upon entering 1.8 Acres, you will complete a form that will include a list of the four permanent guests you want on your account. In addition, you need to provide a password for your account (the password may be any type of name or object or set of numbers).

OVER

RFID Distribution Dates

To ensure the RFID tag issuance is completed in an efficient manner, we will be starting issuance with the following Mutuals:

Mutuals	Date Assigned
16 and 17	Tuesday, September 12, 2023

- If you miss your assigned day for any reason (illness, vacation, etc.), there will be an opportunity to obtain an RFID tag on a make-up day. Please be advised that the make-up day will be after regular distribution of all RFID tags are made, so issuance of your RFID tag will be in later October.
- Additional dates for RFID distribution will be noted in the LW Weekly newspaper and on LW Live.

The Security Department must distribute over 10,000 RFID tags. The process will take nearly two months to complete. Therefore, we cannot offer any specific day or timed reservations for RFID distribution. Residents have all day to obtain an RFID tag on their assigned day.

Access Control

The new access control software program being implemented is called PROPTIA. Even though residents who want to use their computers will be able to enter the new system themselves, ***it is important to note that all residents will always have the ability to call Security to have a guest enter the community at any time.***

- Residents can access their access control account to enter their own temporary guests into the system 24/7.
- Paper visitor passes will not be mailed in 2024. All guests will be entered into the new system.
- Guests will have the ability to enter at all three gates, not just the main gate.



Community RFID Distribution Process and Calendar

RFID (Radio Frequency ID) Tag

The RFID tag distribution for the community will be starting in mid-September 2023. Here are some quick facts to make the distribution process and easy one for all residents:

Who is Eligible to Receive an RFID Tag:

- Any person that possesses a valid Leisure World Identification Card may receive **one** RFID tag for **one** vehicle with a valid GRF decal without charge. The GRF Board of Directors is currently reviewing the process for residents with additional vehicles registered in their name.
- To receive an RFID tag, you **must** have a valid Leisure World Decal on your vehicle.
- Decals are available at the Decal Office next to the Café in Clubhouse 5. The Decal Office is open Tuesday through Saturday, 8:00 AM to 4:00 PM (closed 12:00 PM to 12:30 PM for lunch).
- As a reminder, to receive a decal you must have the following:
 - Valid state issued driver's license
 - Valid vehicle registration
 - Valid vehicle insurance
 - Valid GRF Identification Card

Distribution Site Information

- ***Where:*** 1.8 Acres, located in the northwest corner of the community in Mutual 9 (formally known as the "mini-farms").
- ***When:*** Your Assigned Date (see attached calendar)
- ***Hours of Distribution:*** 8:30 AM to 4:00 PM (***cars may not line up earlier than 8:15 AM on Oak Hills Drive***).

Before entering the 1.8 Acre site, we will be verifying all four documents listed above (valid license, vehicle registration, vehicle insurance and GRF Identification Card). Please bring all these documents with you. You will not be able to receive an RFID tag without presenting these documents, no exceptions.

Upon entering 1.8 Acres, you will complete a form that will include a list of the four permanent guests you want on your account. In addition, you need to provide a password for your account (the password may be any type of name or object or set of numbers).

Distribution Calendar

- To ensure the RFID tag issuance is completed in an efficient manner, we will issue the RFID tags by Mutual in the order noted on the following calendars for September and October.
- If you miss your assigned day for any reason (illness, vacation, etc.), there will be an opportunity to obtain an RFID tag on a make-up day. Please be advised that the make-up day will be after regular distribution of all RFID tags are made, so issuance of your RFID tag will be during the last week of October.
- **The Security Department will be distributing over 10,000 RFID tags. The process will take nearly two months to complete. Therefore, we cannot offer any specific day or timed reservations for RFID distribution, nor can we accommodate any special requests.**
- **Residents have from 8:30 AM to 4PM to obtain an RFID tag on their assigned day.**
- **Any residents in line for a tag on a day that they have not been assigned will not receive an RFID tag.**

Thank you for your patience and understanding.

Continued

RFID Roll-Out Calendar

SEPTEMBER 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 LABOR DAY HOLIDAY	5	6	7	8	9
10	11	12 Mutuals 16 & 17	13	14	15	16
17	18 Mutual 1 Buildings 1-16	19 Mutual 1 Buildings 17-32	20 Mutual 1 Buildings 33-48	21 Mutual 1 Buildings 49-64	22 Mutual 1 Buildings 65-70 ----- Mutual 2 Buildings 1-11	23 Mutual 2 Buildings 12-28
24	25 Mutual 2 Buildings 29-45	26 Mutual 2 Buildings 46-62	27 Mutual 2 Buildings 63-72 ----- Mutual 3 Buildings 1-7	28 Mutual 3 Buildings 8-24	29 Mutual 3 Buildings 25-36 ----- Mutual 4 Buildings 37-42	30 Mutual 4 Buildings 43-59

OCTOBER / NOVEMBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Mutual 4 Buildings 60-76	3 Mutual 4 Buildings 77-89 ----- Mutual 5 Buildings 69-72 & 90-97	4 Mutual 5 Buildings 98-114	5 Mutual 5 Buildings 115-126 ----- Mutual 6 Buildings 53-57	6 Mutual 6 Buildings 58-68 & 127-131	7 Mutual 6 Buildings 132-144 ----- Mutual 7 Buildings 145-149
8	9 Columbus Day Mutual 7 Buildings 150-166	10 Mutual 7 Buildings 167-176 ----- Mutual 8 Buildings 177-183	11 Mutual 8 Buildings 184-200	12 Mutual 8 Buildings 201-205 ----- Mutual 9 Buildings 206-216	13 Mutual 9 Buildings 217-233	14 Mutual 9 Buildings 234-237 ----- Mutual 10 Buildings 238-250
15	16 Mutual 10 Buildings 251-260 ----- Mutual 11 Buildings 261-267	17 Mutual 11 Buildings 268-286	18 No Tags Issued Today ----- TOWN HALL MEETING CLUBHOUSE 4 1:00 pm	19 Mutual 12 Buildings 6-11 & 34-45	20 Mutual 12 Buildings 46-47 & 55-67	21 Mutual 12 Buildings 68-78 ----- Mutual 14 Buildings 1-5
22	23 Mutual 14 Buildings 12-30	24 Mutual 14 Buildings 31-33 & 48-54	25 Mutual 15 Buildings 1-11	26 Mutual 15 Buildings 12-23	27 Mutual 15 Buildings 24-35	28 Mutual 15 Buildings 36-48
29	30 Make Up Day	31 Halloween Make Up Day	NOV 1 Make Up Day	NOV 2 Make Up Day	NOV 3 Make Up Day	NOV 4 Make Up Day



Obtaining a Leisure World Seal Beach Vehicle Decal and RFID Tag

There are two decals and tags that will be placed on your vehicle:

- **Mutual Decal** – This decal verifies to your Mutual that you are authorized to park in your designated carport space. The decal is placed on the lower part of the driver side windshield. The decal is not used as verification to enter the community.
- **RFID Tag** – This clear tag is placed on your front driver’s side headlight to verify your authorization to enter the community.

All decals and RFID tags are issued at the Decal Office in Clubhouse 5 near the Café. Current hours for the decal office (as of September 2023):

Day	Hours
Monday	CLOSED
Tuesday	8:00 AM – 4:00 PM
Wednesday	8:00 AM – 4:00 PM
Thursday	8:00 AM – 4:00 PM
Friday	8:00 AM – 4:00 PM
Saturday	8:00 AM - 4:00 PM
Sunday	CLOSED

We are closed each day from 12:00PM to 12:30 PM for lunch, most major holidays, and rain. (All hours subject to change).

- **To receive a decal and an RFID tag for your vehicle, you must present the following documents:**
 - Valid proof of vehicle insurance
 - Valid DMV vehicle registration (vehicle must be registered to the LWSB resident)
 - Valid DMV driver’s license
 - GRF identification card

Please be advised:

- A decal will be valid for up to two years after the date of issuance.
- An RFID tags do not expire as long as you are a valid GRF member.
- If a resident’s driver’s license expires before the end of the two-year period, a decal will expire in the same month the resident’s driver’s license expires.
- Expired insurance, registration and/or drivers licenses are **not** valid documents and no decal will be issued.
- A DMV identification card is **not** a valid driver’s license, and no decal will be issued.

05-7415-1

SEAL BEACH MUTUAL NO. FIVE

PHYSICAL PROPERTY

Porch and Patio Regulations

Definition of Terms

This policy has been developed to enhance the enjoyment of the Mutual Five living style by setting and enforcing standards for open and enclosed PORCHES and to provide guidelines for the building, maintenance, and use of PATIOS and PAVED SEATING AREAS that are user friendly, ~~increase-maintain~~ the property value ~~to-of~~ the Mutual's property, and improve the aesthetics of the shareholder's units and of Mutual Five. It is the responsibility of the Mutual and its shareholders to manage the appearance, safety, and health conditions of Porches, Patios, and Paved Seating Areas by respecting approved standards.

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a. **A Porch** is ~~any surface~~ an open or covered area that is located at the entrance to the Unit within the original building footprint and is attached to the outside of the building outside wall. between the outside wall of a unit and the original building footprint measured at the foundation.

b. **A Patio** is any improved area outside of the original building footprint which is measured at the foundation enclosed by a wall.

c. **A Paved Seating Area** is a paved area similar in size and location to a patio, of limited size but without a wall.

d. **A Porch and Patio** can be built and maintained as a continuous structure, but only the portion inside the original building footprint will be considered and maintained as a Porch within pursuant to this policy.

1. Section 1 – Porch Use and Maintenance

Maintenance of porches is the responsibility of the shareholder.

1.1. Emergency Egress: Windows and Walkways. (i) All Porch window spaces must be kept clear to facilitate emergency exit and entrance. (ii) A clear path of at least 36 inches must be maintained from the entrance of the Porch to the entry door of the unit. (iii) Walkway must have a clean 36-inch pathway. No obstructions allowed including but not limited to potted plants.

1.2. Emergency Egress: Doors. (i) No Porch addition may have a door that locks. Only doors with direct entry into the unit may have locks, i.e., front door or sliding glass door leading directly into the unit from the Porch. (ii) A door outside in the Porch without

direct access into the unit is not considered an entry door. To clarify, there can be no door locked before arriving to the front door of the unit. (iii) Any lock on a Pporch door (except for those Porch doors which also serve as front doors pursuant to section (i) above) must be removed or the Mutual will remove it at the shareholder's expense. (iv) Any object kept on a Porch which in the sole discretion of the Board contributes to uncleanliness or impedes passage for emergency personnel and equipment and may lead to unhealthy or dangerous conditions to shareholders, must be corrected by the shareholder. If such items are not removed, the Mutual will do so at the shareholder's expense.

1.3. Inspection. Porches will be periodically inspected by a Building Inspector assigned by the Physical Property Department or authorized Mutual Five Board Member. Shareholders will receive a letter listing any violations and may be asked to attend a disciplinary hearing regarding violations.

1.4. Storage – Open and Enclosed Porches. After the initial 30-day move-in period, the following ~~47~~ items MAY NOT be stored or placed on ~~open~~-Pporches: (i) Any type of food, ~~48~~ including birdseed, dog or cat food (ii) Cardboard boxes (iii) Charcoal or highly flammable items, old newspaper, magazines, etc. (unless stored in approved containers). (iv) Gasoline-operated equipment or gas cans, flammable chemicals. (v) Laundry hung for airing or drying (vi) Non-working refrigerators or freezers (vii) On ungated Pporches: Unattended pets or pets in permanent outdoor kennels or cages (including birds). (viii) Indoor upholstered furniture.

1.5. Porch Décor. (i) Screens, panels, or drapes to block the sun must be of outdoor fire-retardant fabric and must be maintained. (ii) Obscene or offensive objects hanging or stationary are prohibited. ~~⇒ (iii) Industrial-grade shelving is prohibited. (iv) Shelving and plant displays must be of a decorative nature. (v) Patio Porch~~ décor must be neat, clean, and aesthetically pleasing. (vi) Cleaning products, garden sprays, fertilizer containers, tools, brooms, shovels, and other non-decorative items must not be visible from the outside of the unit.

1.6. Prohibited Activities. Any activity causing excessive and unreasonable noise, odor, unsightliness, and/or unhealthy conditions is prohibited. Be guided by the ~~The~~ "occasional hobby-oriented" activity which causes only brief noise on a limited basis is probably not a prohibited nuisance, while rather than noise, odor, and the like related to an ongoing business or ~~any~~ any persistent and annoying activity considered to be a nuisance to neighbors are prohibited nuisances.

1.7. Porch Size. Mutual building permits are required for any alteration to Pporches. Porches may be reduced in size by: (i) Construction of Pporch closets ~~requires~~ (require a Mutual building permit); (ii) Adding pre-assembled cabinets/sheds; (iii) By expanding the interior rooms of the unit outward into the Pporch space (require a Mutual building permit).

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1.8. Porch Floor. Outdoor carpeting is permitted. Any permanent resurfacing of the Pporch floor requires a Mutual building permit. Tile, pebble tech and other flooring materials must meet the co-efficiency rating (DCOS). Flooring installed without a permit may be removed by the Mutual at the shareholder's expense.

1.9. Acceptable Items. Acceptable items for Porch décor must be in good taste, properly maintained, and kept clean. Items placed without prior approval may be removed by the Mutual at the shareholder's expense.

1.10. Enclosed Porches. (i) A permit from the Physical Property Department is required for any construction to a Pporch. (ii) An enclosed Pporch may NOT function as a bedroom, kitchen, or storage closet. (iii) Any items not appropriate to a Pporch ~~will~~ must be removed by the shareholder or they will be removed by the Mutual at the shareholder's expense.

1.11. Enclosed Porch Acceptable Items. (i) Refrigerator or freezer in working condition plugged directly into wall socket only. (ii) Washer and/or dryer may be installed inside a Pporch storage cabinet. (iii) A permit must be obtained for the installation of these appliances, and all codes relating to electrical and, if applicable, plumbing and ventilation must be adhered to.

1.12. Open Porch Wall Railings. (i) Unlike the rule for Ppatio walls (no objects of any kind on Ppatio walls, Policy 05-7415-1, 2.8.6.) a limited number of potted plants and ornaments are allowed on Pporch railings. If the number of objects is determined to be excessive or hazardous, which determination shall be made at the Board's sole discretion, the Mutual will inform the shareholder that they must be removed. (ii) Tempered glass panels are allowed on Open Porch Wall Railings ONLY. They are NOT allowed on Ppatio walls.

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2. Section 2 – Patios and Paved Seating Areas

Shareholders must be aware that Patios and Paved Seating Areas are placed on Mutual Trust property for NON-EXCLUSIVE use by an individual shareholder. The Mutual shall have sole discretion in granting the shareholder the NON-EXCLUSIVE use of this common property, including the size and position of the Patio/Paved Seating Area. Patios/Paved Seating Areas will be unique and will be approved on a site-specific basis, taking into consideration all the factors listed. Shareholders are also advised that Patios/Paved Seating Areas are visible to surrounding shareholders, therefore, they must be aesthetically pleasing, architecturally appealing, uncluttered, and well maintained. All requests must be submitted to the Golden Rain Foundation (GRF) Physical Property Department.

2.1. Patio and Paved Seating Area Approval Process

2.1.1. The shareholder will submit a hand-drawn (or professionally prepared) plot plan showing all details of the requested location to the GRF Physical Property Inspector, drawn to scale, that can be easily understood with dimensions in feet

and inches. Plans must include any proposed walls, wall materials, columns, wall caps, fences, and gates. All Patios must have a gated or ungated opening to meet safety standards.

2.1.2. The GRF Physical Property Inspector will submit the plans for approval to the Physical Property Committee and the Committee will review the plot plan, followed by a site visit. The Committee will inform the shareholder of any necessary changes before preliminary approval.

2.1.3. Preliminary approval of a Patio proposal must be completed 3 weeks prior to a monthly board meeting to be on the agenda for a vote of the Board of Directors.

2.1.4. Upon preliminary approval by the Physical Property Committee a request will be sent to the Mutual Five Board of Directors for final approval at a regular board meeting.

2.1.5. Once approved by the Board of Directors the Physical Property Inspector will inform the shareholder and a permit must be obtained through a contractor vetted by the Golden Rain Foundation.

2.2. Patio and Paved Seating Area Requirements. (i) All requests will be considered by the Physical Property Committee on a site-specific basis, taking into consideration, but not limited to the following: (a) Aesthetic/financial value to the Mutual (b) Functionality for the shareholder (c) Utility boxes (d) Electrical enclosures/panels (e) Sprinkler systems (f) Sprinkler valves/plumbing (g) Telephone pull boxes/equipment (h) Sidewalks (i) Laundry rooms (j) Landscaping. (ii) Patios/Paved Seating Areas must: (a) Slope away from the building. (b) Include a 6" mow strip. (c) There must be a minimum 18" setback from the sidewalk to the edge of the mow strip. (d) Setback may be waived by the Board on a site-specific basis. Patio surface material must be non-skid. (e) Natural grass may not be planted within the Patio/Paved Seating Area. (f) Minor exceptions to the specifications may be granted by the Board of Directors on a site-specific basis.

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2.3. Stipulations for Existing Patios and Paved Seating Areas

2.3.1. All current Patios/Paved Seating Areas must comply with the requirements of this Policy.

2.3.2. Maintenance, repair, and insurance for Patios and Paved Seating Areas are the responsibility of the shareholder.

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2.3.3. At the time of transfer of stock ownership, the buyer must agree to manage, maintain, repair, and insure the Patio/Paved Seating Area. All existing Patios/Paved Seating Areas must be brought into compliance at the sale or transfer of a unit at seller's expense.

2.3.43. Remodels of existing Patios/Paved Seating Areas must comply with this policy in its entirety and require a permit.

2.4. Patio Walls. (i) All Patios must be enclosed by a wall that is no higher than 26 "high on the inside. (ii) Patio wall exterior with cap must be between 24" and no higher than 35" high. (iii) Gates must not be higher than 36" and must NOT be locked at any time. (iv) All walls must be equipped with adequate weep holes in walls for draining. (v) Any changes or deviations from the approved plans must be submitted to the Physical Property Department for a change order prior to implementation.

2.5. Paved Seating Area Size and Specifications. (i) Must be no larger than 7' X 7', or 49 square feet if rectangular, as measured from the building wall, and can be adjacent to the unit walkway. (ii) When adjacent to a walkway the Ppaved Sseating Aarea and the walkway ~~y~~ must be made with the same surface material in most cases. (iii) The size, shape and surface material will be approved on a site-specific basis. (iv) The Paved Seating Aarea must be surrounded by a mow strip.

2.6. Patio Size and Shape. (i) Patio width and depth will be approved on a site-specific basis. (ii) The size and shape of a Ppatio must be in proportion to the proposed location, taking into consideration the location of unit's windows and doors, the size of the green belt, location of utilities and trees, existing landscaping, irrigation system, and other factors of this nature. (iii) The exact size and shape will be determined by the Board of Directors.

2.7. Disclosure Agreement

2.7.1. The Physical Property Department will provide a disclosure to all new shareholders stating that their Patios/Paved Seating Areas might have been built over sewer, water, electrical, or other types of utilities and that there is the potential to require access or relocation and that this could require removal of all or a portion of the patio at the owner's expense. (See Form 05-7415-4)

2.7.2. Shareholders are responsible for all costs of the Ppatio/Ppaved Sseating Aarea including but not limited to the maintenance of the patio, corrections to the elevation of the green belt around the patio/paved seating area, sprinkler relocation, grass replacement, tree replacement, and flower bed repairs.

2.7.3. All grass, landscape, and irrigation relocation must be done by the Mutual 5 landscaper. The landscaper must be contacted before construction begins. The grass must be restored with sod.

2.7.4. ~~This~~The disclosure must be signed by the selling shareholder and it will be provided to the purchasing shareholder.

2.8. Patio and Paved Seating Area Use: Rules and Maintenance Requirements

2.8.1. Emergency Egress: Windows, Gates and Walkways. (i) All window spaces must be kept clear to facilitate emergency exit and entrance. (ii) A clear path of at least 36 inches must be maintained on the entrance walkway of the patio and paved seating area to the entry door from the unit. (iii) Walkway must have a clean 36-inch pathway. No obstructions allowed including potted plants.

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~~The only items allowed on Paved Seating Areas are a table with a reasonable number of chairs, one patio umbrella and a barbeque unit. ALL other items must be approved in advance by the Mutual.~~

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2.8.2. Furniture and ~~other items~~ Other Items: (i) All items must be appropriate for outdoor use on Patios/Paved Seating Areas. (ii) The only items allowed on Patios/Paved Seating Areas are a table, a reasonable number of chairs, a reasonable number of small side tables, one coffee table, one large or two small patio umbrellas and one barbeque unit. ALL other items, including but not limited to potted plants and storage chests, must be approved in advance by the Mutual. (iii) It is preferable to leave patio furniture uncovered for the sake of the surrounding shareholders, however, if furniture covers are used on patio/paved seating area furniture the covers must be contoured covers that fit snugly over each individual piece of furniture and must be in good condition. Towels, sheets, tarps, or other non-contoured covers are not to be used.

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2.8.3. Obstruction of the Greenbelt View: (i) ~~The areas around the inside perimeter of Patio walls must be kept free at all times of a solid row of plants, trellises, or other objects~~ objects at all times that obstruct the view of the length of the greenbelt, and nothing (ii) ~~Nothing can be placed around the edges~~ of Paved Seating Areas, including but limited to plants, pottery, ornaments and similar items. (iii) ~~Nothing is allowed around the outside of Patio walls on the grass, on the footing or on the mow strip, including but not limited to lights, plants, ornaments or any other item.~~

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2.8.4. Excessive clutter or inappropriate items are not ~~allowed.~~ allowed on Patios /Paved Seating Areas.

2.8.5. On Paved Seating Areas barbeques must be stored along the building and must be used according to the barbeque policy (Policy 05-7427-1).

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2.8.6. Nothing can be placed on, or attached to, Patios walls. This includes but is not limited to plants and ornaments, glass panels, wind sails, pergolas, awnings, poles, and permanent umbrellas.

2.8.7. Patio/Paved Seating Area umbrellas must be closed when not in use. When shareholders leave for extended periods of time the umbrellas must be placed on the floor in case of high winds during their absence.

2.8.8. The Mutual [Board](#) has sole discretion about the appropriateness of Patio/Paved Seating Area items.

2.8.9. Any item in, on, built into or onto a Patio/Paved Seating Area in conflict with this policy must be removed by the shareholder within 10 days of written notification. If the item is not removed after the 10-day period, the Mutual will have the right to remove the item at the shareholder's expense [after a noticed hearing, if necessary](#).