

**A G E N D A**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL TWO**  
**Administration Building Conference Room A, at 9:00 a.m.**  
**July 20, 2017**

1. CALL TO ORDER, *Pledge of Allegiance*
2. ROLL CALL
3. GRF REPRESENTATIVES, GUEST(S), AND STAFF INTRODUCTION:  
 Ms. Snowden, GRF Representative / Mr. Pratt, GRF Representative  
 Ms. Hopkins, Mutual Administration Director  
 Mr. Bristow, Security Services Director  
 Mr. Hawke, Security Services Manager  
 Mr. Alvarez, Building Inspector  
 Ms. Day, Recording Secretary
4. APPROVAL OF MINUTES: **Regular Monthly Meeting of May 18, 2017**  
**Organizational Meeting of June 9, 2017 (page 3)**
5. SHAREHOLDER COMMENTS (2-3 minutes)
6. **GUEST SPEAKERS – Security** **Mr. Bristow, Mr. Hawke**
7. BUILDING INSPECTOR'S REPORT (pages 4-5) Mr. Alvarez
8. GRF REPRESENTATIVE'S Ms. Snowden, Mr. Pratt
9. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
10. OLD BUSINESS –
  - a. Signage proposal – acceptance and vote (pages 6-7) Ms. Keller
  - b. Painting report Mrs. Esslinger
  - c. Roofing report Ms. Baker
  - d. Vinyl walls at Laundry Rooms 4 and 60 – estimate Mrs. Esslinger
  - e. GFCI outlets for all laundry rooms - quote Mrs. Esslinger
  - f. Ratify rescinded/posted Policies 7301, 7302, 7320, 7331, 7332, 7333, 7334, 7337, 7340, and 7341 (pages 8-17) Ms. Keller
  - g. Bylaws amendment Mrs. Esslinger
11. NEW BUSINESS –
  - a. Adopt Code of Ethics Ms. Baker
  - b. Sidewalk replacement proposal, Buildings 4 – 14 – quote (page 18) Mrs. Esslinger
  - c. Bathroom stoppers Mrs. Esslinger
  - d. Discuss proposed amendment to Policy 7510 – Eligibility Requirements as discussed at the Presidents' Council, and Policy 7510.02 – Eligibility Requirements (pages 19-21) Ms. Baker
  - e. Resolution to maintain procedure per Policy 7510.02 – and the Stock Transfer Office (pages 22-25) Ms. Baker
  - f. Resolution regarding Notice of Intent to Withdraw (page 26) Ms. Baker
  - g. Occupancy Agreement Article 23 Late Charges/Cost (page 27) Ms. Baker
  - h. Resolution regarding Property Tax Postponement Application (page 28)
  - i. Resolution to continue receiving other Mutuals' minutes (page 29) Mr. Knebel
  - j. Resolution to sign Mr. C's Towing Agreement – 2017-2018 (pages 30-33 )
  - k. Bradford White water heaters (pages 34-35) Mrs. Esslinger
  - l. Letter to GRF to change name Golden Rain Road @ El Dorado Drive Mr. Moore
  - m. Roofing for 2018: Buildings 6, 8, 9, 10, 19, 48, 49, 54, 56, 67 Ms. Baker
  - n. Monthly postings Mr. Moore

- o Adopt forms for carports and parking
- p. Shareholders Picnic – September 14, 2017, at 5:00 p.m.
- q. Redecorate common area – Laundry Room 4

Ms. Keller  
Dr. Naret  
Mrs. Esslinger

**STAFF BREAK (TIME TO BE DETERMINED BY PRESIDENT)**

- 13. CHIEF FINANCIAL OFFICER'S REPORT
- 16. DIRECTOR(S)' COMMENTS
- 17. ADJOURNMENT
- 18. EXECUTIVE SESSION (legal, member, shareholder issues as required)

Mr. Brooks  
Board

**(STAFF WILL LEAVE THE MEETING BY 12:10 p.m.)**

**NEXT MEETING: AUGUST 17, 2017**

cd:7/13/17

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL TWO**

**June 9, 2017**

The Organizational Meeting of the newly-elected Board of Directors of Seal Beach Mutual Two was held following the Annual Shareholders' Meeting in Clubhouse 4. Mutual Administration Director Hopkins, acting as Chairperson, called the meeting to order at 11:02 a.m. She stated the purpose of the meeting was to elect the officers for the 2017-2018 term of office and to ascertain the Regular Monthly Meeting location, day, and time.

Those Directors present were: Sandy Esslinger, Ken Knebel, Laura Sporcich, Holly MacLaren, Shirley Naret, Travis Brooks, and Peggy Keller. Myrna Baker (via telephone), Greg Moore (via telephone), were absent. Mutual Administration Director Hopkins, Mutual Administration Manager Fernandez, and Office Secretary Dailey were also present.

Ms. Hopkins opened the nominations to elect officers for the 2017-2018 term of office. Upon a MOTION duly made by Mr. Knebel and seconded by Dr. Naret, it was

RESOLVED, That the elected Officers of the 2016-2017 Board of Directors for Mutual Two continue to remain in their elected seats through the upcoming 2017-2018 term.

Following a secret ballot, the MOTION passed with six "yes" votes and three "no" votes.

Laura Sporcich resigned her position as Chief Financial Officer.

Peggy Keller nominated Travis Brooks for the office of Chief Financial Officer for the 2017-2018 term of office. Mr. Brooks accepted the position.

The 2016 Organizational Meeting minutes have already been approved.

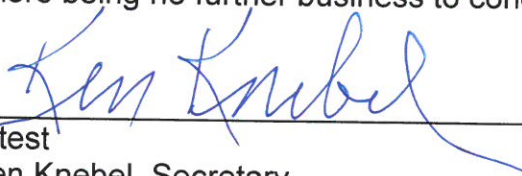
Committee assignments will stay the same at this time.

The Board discussed the monthly meeting location, day, and time. Upon a MOTION duly made by Mr. Knebel and seconded by Dr. Naret, it was

RESOLVED, That Mutual Two will meet on the 3<sup>rd</sup> Thursday of the month in the Mutual Administration Conference Room A, at 9:00 a.m.

The MOTION passed with one abstention.

There being no further business to conduct, the meeting was adjourned at 11:10 a.m.



Attest

Ken Knebel, Secretary  
SEAL BEACH MUTUAL TWO

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL (02) TWO

INSPECTOR: **BRUNO ALVAREZ**

DATE: July 13 2017

Print Date: 6/8/2017

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
7-A	REMODEL	BOTH	05/11/17	09/25/17	NO	NONE	GAMBOA CONSTRUCTION
3-A	EZ ACCESS TUB	BOTH	05/10/17	06/10/17	NO	NONE	NUKOTE
3-B	SOLAR TUBE	BOTH	05/19/17	06/25/17	NO	NONE	BRIGHTER CONCEPTS
6-I	AC INSTALL	BOTH	06/06/17	07/06/17	NO	NONE	ALPHINE
6-I	CARPORT CABINET	GRF	06/28/17	08/05/17	NO	NONE	HANDIMAN
6I	EZ ACCESS TUB	BOTH	05/15/17	06/15/17	NO	NONE	NUKOTE
6-L	REMODEL	BOTH	10/18/16	12/28/17	YES	NONE	LOS AL BLDRS
8-J	WASHER/DRYER	BOTH	06/13/17	08/30/17	NO	NONE	ALPHA MASTER
9-F	FILL DECOBLOCK	GRF	04/17/17	05/31/17	NO	NONE	BERGKVIST
10-D	REMOVE DECO BLOCKS	GRF	04/03/17	07/01/17	NO	NONE	TAPPEN
12-K	REMODEL	BOTH	04/03/17	06/15/17	NO	FRAMING/ELECTRICAL	OGAN
12-K	REMODEL	BOTH	04/03/17	06/15/17	NO	DRYWALL 5/08/17	OGAN
12-K	REMODEL	BOTH	04/03/17	06/15/17	NO	LATHING 05/10/17	OGAN
12-L	REPLACE WINDOW	GRF	06/13/17	07/20/17	NO	NONE	SWENMAN
13-K	HEAT PUMP	BOTH	06/26/17	08/06/17	NO	NONE	ALPHINE
14-A	PATIO REPLACE	BOTH	05/25/17	06/25/17	NO	NONE	MJ JURADO
15-A	EZ ACCESS TUBE	BOTH	05/18/17	07/19/17	NO	NONE	NUKOTE
15-D	CARPET	GRF	04/05/17	06/05/17	NO	NONE	BIXBY PLAZA CARPETS
15-E	CABINET INSTALL	BOTH	05/10/17	06/05/17	NO	NONE	SANDPOINT BUILDERS
16-B	HEAT PUMP	BOTH	06/12/17	09/30/17	NO	NONE	GREENWOOD
16-C	FLOORING	GRF	07/11/17	08/24/17	NO	NONE	NATONWIDE PAINTING
17-D	HVAC	BOTH	06/19/20	09/30/17	NO	NONE	GREENWOOD
18-H	BATH REMODEL	BOTH	04/20/17	07/15/17	NO	HOLD	CAL BATH AND KITCHEN
20-D	HEAT PUMP	BOTH	06/12/17	09/30/17	NO	NONE	GREENWOOD
21-K	HEAT PUMP	BOTH	05/22/17	06/22/17	NO	NONE	ALPHINE
23-K	CEILING FAN INSTALL	GRF	04/11/17	05/11/17	NO	NONE	BERGIN ELECTRIC
24-K	REMOVE ASBESTOSS	BOTH	06/13/17	07/25/17	NO	NONE	UNIVERSAL ABATEMENT
24-K	LAMINATE & BASEBOA	GRF	05/15/17	06/15/17	NO	NONE	LW DÉCOR
28-A	INSTAL WATER HEATER	BOTH	04/11/17	05/11/17	NO	NONE	BUENOS CONSTRUCTION
30-H	WASHER/DRYER	BOTH	04/20/17	10/15/17	NO	R. PLUMBING 05/10/17	L.W. DÉCOR
30-H	FLOORING	GRF	06/19/17	07/28/17	NO	NONE	KARYS CARPETS
30-H	MICROWAVE	BOTH	02/25/17	06/30/17	NO	NONE	RDF
31-J	WASHER/DRYER	BOTH	06/10/17	08/10/17	NO	NONE	AC&R
32-E	REMODEL	BOTH	06/12/17	09/30/17	NO	NONE	BJ+CO
32-K	WASHER/DRYER	BOTH	04/20/17	06/01/17	NO	NONE	BERGKVIST
33-D	FLOORING	BOTH	06/13/17	07/22/17	NO	NONE	MAMUSCIA CONSTRUCTION
33-D	WASHER/DRYER	BOTH	05/20/17	07/05/17	NO	NONE	BERGKVIST
33-D	INSTALL DOOR	BOTH	05/25/17	07/25/17	NO	NONE	MAMUSCIA CONSTRUCTION
37-G	REMODEL	BOTH	03/20/17	11/30/17	NO	NONE	ALPHA MASTER BLDRS
38-A	KITCHEN REMODEL	BOTH	07/05/17	08/31/17	NO	NONE	BERGKVIST
40-B	CARPET INSTALL	GRF	09/10/17	07/10/17	NO	NONE	LACEYS CARPETS
41-K	EZ ACCESS TUB	GRF	04/11/17	05/11/17	NO	NONE	NUKOTE
42 F	WINDOW REPLACEM.	BOTH	07/10/17	07/24/17	NO	NONE	BODIES GLASS
44-K	HEATING AND AIR	BOTH	04/17/17	07/17/17	NO	NONE	GREENWOOD
44-K	EZ ACCESS TUB	GRF	05/11/17	06/11/17	NO	NONE	NUKOTE
46-C	WASHER/DRYER	BOTH	06/23/17	09/10/17	NO	NONE	JC KRESS
46-J	BATH REMODEL	BOTH	06/10/17	08/10/17	NO	NONE	BUENOS CONSTRUCTION
49-H	WINDOW REPLACEM.	GRF	06/22/17	07/31/17	NO	NONE	LOS AL BUILDER
50-K	WASHER/DRYER	BOTH	04/25/17	06/20/17	NO	NONE	LOS AL BUILDER
51L	CART PAD	GRF	05/10/17	05/25/17	NO	NONE	FRANKS GARDENING
54-D	100 AMP ELECT. DISH	BOTH	05/18/17	06/25/17	NO	NONE	LOS AL BUILDER
54-L	VINYL FLOOR	GRF	06/05/17	07/05/17	NO	NONE	GUNDERSON
56-H	WINDOW REPLACEM.	GRF	05/30/17	06/30/17	NO	NONE	SWENMAN
57-E	WINDOW/DOOR	GRF	05/01/17	06/01/17	NO	NONE	CALIFORNIA ENERGY
58-G	CONCRETE IN PATIO	GRF	04/30/17	07/30/17	NO	NONE	MJ JURADO
59-L	REMODEL	BOTH	07/12/17	11/10/17	NO	NONE	LOS AL
60-J	REMOVE DECO BLOCKS	GRF	06/13/17	08/11/17	NO	NONE	BERGKIST
61-J	INSTALL GATE	GRF	04/25/17	05/20/17	NO	NONE	MJ JURADO
61-K	EZ ACCESS TUB	BOTH	05/15/17	06/15/17	NO	NONE	NUKOTE
63-D	BLOCK WALL	GRF	04/20/17	05/20/17	NO	NONE	RESIDENT
64-B	WATER DAMAGE REP.	GRF	06/10/17	06/25/17	NO	NONE	LW DÉCOR
64-B	HEAT PUMP	BOTH	06/12/17	09/30/17	NO	NONE	GREENWOOD
64-F	SOLAR TUBE	BOTH	05/25/17	06/25/17	NO	NONE	BRIGHTER CONCEPTS
65-G	HEAT PUMP	BOTH	07/11/17	08/18/17	NO	NONE	YES REMODELING
67-B	FILL DECOBLOCK	GRF	07/10/17	08/31/17	NO	NONE	HANDIMAN
67-B	SIDE WALK	GRF	06/23/17	08/16/17	NO	NONE	HANDIMAN
67-H	WASHER/DRYER	BOTH	03/23/17	05/20/17	NO	NONE	PENA CONSTRUCTION
67-H	REMODEL	BOTH	03/30/17	05/30/17	NO	ROUGH	PENA
71-H	ROOM ADDITION	BOTH	04/15/16	06/17/17	YES	NAILING 1/10/17	REAL MCCOY
71-J	HEAT PUMP	BOTH	05/22/17	08/22/17	NO	NONE	GREENWOOD

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL (02) TWO

INSPECTOR: **BRUNO ALVAREZ**

DATE: July 13 2017

Print Date: 6/8/2017

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
1-D							
2-C			06/05/17				
2-L		07/03/17	07/03/17				
3-D		03/28/16					
3-G		10/21/16	02/14/17	03/03/17	03/14/17		
5-J		12/14/16	03/02/17	03/03/17	03/14/17		
7-B		02/15/17	02/28/17	03/03/17	03/14/17		
10-I		10/01/15					
12-F		01/23/17					
13-A		03/08/17	05/05/17	05/18/17	06/02/17		
13-B		03/22/17	05/01/17	05/12/17	05/26/17		
13-F		09/03/15					
17-D			05/23/17				
17-I		04/14/17	04/25/17	04/27/17	05/11/17		
21 F		03/29/17	04/13/17	04/20/17	05/04/17		
20-B		05/12/17					
20-C		02/09/17	03/06/17	03/06/17	03/16/17		
24-F		06/19/17					
27-J		07/03/17					
28-F		04/14/17	05/19/17				
28-G			05/22/17				
31-I		03/14/17		05/12/17	05/26/17		
33-D		10/07/16	03/21/17	04/12/17	04/13/17		
34-G		07/03/17					
35-J		11/02/16	03/17/17	03/23/17	04/04/17		
38-L		01/23/17					
41-L		07/03/17					
43-B		04/29/17	07/05/17				
43-F			05/22/17				
46-A			05/25/17				
48-L		02/27/15					
49-H		02/15/17	03/03/17	03/03/17	03/14/17		
53-L		06/16/15					
54-K		07/03/17					
54-L		04/05/17	04/28/17	05/02/17			
56-F		04/14/17					
59-L		02/15/17					
59-B		08/29/16	03/07/17	03/15/17	03/27/17		
62-A		04/14/17					
63-I		02/27/17	03/23/17	03/29/17			
66-H		02/15/17	03/11/17	03/11/17	03/21/17		
68-J	4/6/2017	11/24/15					
66-K		11/24/15					
69-E		01/27/17	03/01/17	03/10/17	03/20/17		
69-F		10/27/15					
70-F		05/26/16					
71-C		01/23/17	02/17/17	02/24/17	03/08/17		
72-C		08/16/16	03/09/17	03/10/17	03/22/17		

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation  
FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

CONTRACTS	
CONTRACTOR	PROJECT
ANDRE LANDSCAPING 05/31/2018	
FENN CONTRACT	TERMITES, PEST, AND BAIT STATIONS
BERGKVIST GOOD UNTIL 12/31/18	TERMITE AND DRYROT REPAIRS

SPECIAL PROJECTS	
CONTRACTOR	PROJECT
ROOFING STANDARDS	COMPLETED 69,61,62 START BLDG. 44
KRESS	COMPLETED 69,61,61 START BLDG.44
GRECO	ATTIC DOORS
HUTTON	PAINTING IS GOING GREAT BLDG. 33
ANDRE LANDSCAPE	SPRINKLER BLDGS 59,28,61
ALPHA MASTER	SHUTT OFF VALVE COMPLETED ALL 15 BUILDINGS

# Signage Estimates

## Greco Design & Development, Buena Park, CA:

174 Building signs: 40"x12" aluminum \$ .80  
Powder coated - dark blue on material \$110.00 ea. X 174  
=\$19,140.00

Carport signs (36) 8"x8" aluminum \$ .80  
Powder coated - dark blue on material \$75.00 x 36 = \$2700

Install all Building & Carport Signs \$695.00

Did not include tax on estimate

**TOTAL \$22,535.00**

## All American Sign Company, Los Alamitos, CA:

174 12"x40" Navy Blue aluminum w/reflective white letters  
All signs powder coated on both sides 174 x \$6.55 = \$1139.70  
Labor 174 x \$58.95 = \$10,257.30  
Subtotal \$11,397.00

12"x12" Carport Navy Blue w/reflective white letters  
All signs powder coated on both sides 36 x \$3.55 = \$127.80  
Labor 36 x \$31.95 = \$1150.20  
Subtotal \$1278.00

Installation (25 bldg. signs at a time) \$375.00  
Subtotal (210 signs) \$3175.00

Orange County Tax (7.75%) \$98.23

**TOTAL \$15,948.23**

**Superior Signs & Graphics, Buena Park, CA**

**Building ID Signs:**

174 12" x 40" Single Sided. Aluminum composite substrate w/digital print-laminated for UV protection. \$5185.53

**Carport ID Signs**

36 12" x 12" Single Sided. Aluminum composite substrate w/digital print-laminated for UV protection. \$502.36

Design for all Signs – style/color & set up for 85 signs \$340.02

**Installation of Non-Electric Signs –**

Buildings & Carports \$3184.50

Orange County Tax (7.75%) \$713.96

**TOTAL \$9926.37**

MUTUAL OPERATIONS

**RESCIND MUTUAL TWO**

**ACCOUNTING AND FISCAL**

**Audit Expense – All Mutuals Except Five, Fifteen, Sixteen and Seventeen**

WHEREAS, in the past the audit expense has been charged to the year when the expense was billed and not for the year for which the audit was made

THEREFORE, BE IT RESOLVED that the audit expense be hereafter charged to the expenses for the year for which the audit was made. The audit expense for 1969 shall be charged to 1969 expenses.

**MUTUAL ADOPTION:**

**RESCIND**

ONE	04-30-70	
TWO	04-16-70	
THREE	04-20-70	
FOUR	04-06-70	
FIVE	04-03-70	Rescinded 10-19-16
SIX	04-24-70	
SEVEN	05-15-70	
EIGHT	04-09-70	
NINE	05-20-70	
TEN	03-30-70	
ELEVEN	04-02-70	
TWELVE	03-30-70	
FOURTEEN	03-26-70	
FIFTEEN:	04-02-70	Rescinded 07-21-14
SIXTEEN	04-09-70	Rescinded 02-07-2017
SEVENTEEN	N/A	

(Mar 17)



MUTUAL OPERATIONS**RESCIND MUTUAL TWO****ACCOUNTING AND FISCAL**Capital Accounts

Legal opinion from Attorney W. A. Williams in letter dated 28 Oct 70 to the Controller:

"One of the unfortunate aspects of each Mutual at Leisure World is the fact that it was set up as a general corporation in its inception. This, of course, requires it to be controlled by the general corporation laws for the State of California.

With respect first to dividends, it would be unlawful for the declaration of any kind of dividend out of these funds as, in my opinion, they constitute a paid-in surplus. Paid-in surpluses cannot be used for the payment of dividends except to shares entitled to preferential dividends. None of the shares in the Mutual Corporations qualify as shares entitled to preferential dividends. I would disagree with the position that the funds are available for patronage dividends. The only funds that I would view as available for patronage dividends are those funds paid in by the members as payments in excess of the budget and remaining at the end of the year. A liability can attach to the director and the shareholder receiving those payments if they are not authorized by law. California Corporation Code holds a liability of shareholders for receipt of an unauthorized dividend in Corporation Code 1510. Illegal declaration of dividends can constitute a misdemeanor in the State as set forth in the Penal Code for the State of California.

The only source of dividends that can be made is from earned surplus or out of net profits earned during the preceding accounting period which is not to be less than six months or more than one year. In this latter instance, such dividends can be declared despite the fact that the next assets of the corporation may be less than the stated capital unless there are liquidation preferences on some share, a problem which we do not have.

The fact that these funds, however, cannot be used for dividends does not prevent their use for proper corporate purposes, particularly the establishment of reserve accounts, and I see no reason why the funds cannot be used for reserve account needs or as you have indicated, by transfer within the capital accounts. However, these funds must be clearly designated in that the original stated capital must be set forth and the paid-in surplus must be also clearly identified. It cannot be shown as an earned surplus at any time. Actually, an earned surplus could occur if the payments of the resident exceed the budget requirement set forth at the beginning of the year.

The Board of Directors will have the power to take the necessary steps for transfer of capital funds so long as those steps are within the framework of the restrictions I have indicated."

(Oct 70)

**MUTUAL OPERATIONS****RESCIND MUTUAL TWO**

## ACCOUNTING AND FISCAL

Patronage RefundsI. Legal Basis

The Articles of Incorporation provide, under Article II for Mutuals 1 through 5, and Article III for Mutuals 6 through 16, that the Board of Directions may make refunds to stockholders as provided by the Bylaws and Occupancy Agreement. The Occupancy Agreement, under Article 3, provides that the corporation agrees that it will refund or credit to the member at the end of each fiscal year his proportionate share of such sums as have been collected in anticipation of expenses which are in excess of the amount needed for expense of all kinds, including reserves, in the discretion of the Board of Directors. The procedure recommended by FHA for such refund is stated in Section 2.

II. Refund Procedure

1. Mutual Boards should consider patronage refunds only at the close of a fiscal year.
2. A standard form of the resolution to be adopted by the Board is available for use.
3. The payment of any refund should be subject to two contingencies:
  - a. Completion of the audit, showing that the funds are available for payment.
  - b. The resolution, together with the statement of the auditors that the funds are available, should be submitted to FHA for approval prior to the payment of the refund.

III. Suggestions

Questions concerning the form to be used and the processing for FHA approval should be directed to the Executive Director.

Revised: 20 July 77

**RESCIND**

FIVE: 11-18-16  
SIXTEEN: 02-07-17

(Jul 77)

**MUTUAL OPERATIONS****RESCIND MUTUAL TWO**

## ACCOUNTING AND FISCAL

Impounds

Budget for impounds is based on advice from mortgagee, and equal monthly payments made to the mortgagee are based on the budget. The mortgagee makes disbursements to payee and advises Mutuals the amounts disbursed. Types of impounds are as follows:

a. Hazard Insurance

Fire and lightning, windstorm, hail, explosions, smoke, riot, aircraft and motor vehicles, vandalism and malicious mischief.

b. Tax Reserve

Assessments by county assessor's office based on parcel or loan area within Mutual.

c. Mortgage Insurance

Based on one-half of 1% unpaid principal balance at the beginning of each year.

**RESCIND**

FIVE: 11-18-16

MUTUAL OPERATIONS**RESCIND MUTUAL TWO****ACCOUNTING AND FISCAL****Billings to Mutuals**

1. Billings to the Mutuals are generated by the Golden Rain Foundation. Any profit or loss is allocated back to the Mutuals at the year's end. There are basically three types of billings:

- A. SROs or service repair orders issued by the Service Maintenance Department for the Mutuals' maintenance needs and all community facility-related service costs.

Maintenance persons bill their work time to a corresponding area. Rates per hour charged by these departments are computed on a basis intended to recover wages, employer's taxes, depreciation of equipment, supplies, and other expenses. These rates are subject to periodic studies. Changes in rates result when increased costs exceed budgeted income.

- B. Administration, recreation, and maintenance of common areas and facilities not charged in item 1, warehouse facilities, property management, transportation, security, and shop repair, are billed to the Mutuals on a pro-rata basis according to the number of apartments. Each month, the Mutual receives a billing covering one-twelfth (1/12) of its budgeted expense.

- C. Billings for expenses paid by Golden Rain Foundation on behalf of the Mutuals and shared expenses:

- a. If it is a bill from an outside vendor specifying more than one Mutual, the Golden Rain Foundation pays it and bills the Mutuals.
- b. Shared expense, such as water charges and street lighting.

2. Mutuals are billed directly by outside vendors for their individual expenses.

Amended: Jul 87

Amended: Aug 00

Aug 00)

**MUTUAL OPERATIONS****RESCIND MUTUAL TWO****ACCOUNTING AND FISCAL****Income Items and Their Distribution – All Mutuals Except Five & Nine**

Income is derived from the monthly apartment payments, plus other miscellaneous income received from laundry facilities, interest on reserves, inspection fees on apartment resales, late charges, and carport rentals.

A substantial part of the income is used for retirement of principal and interest on the mortgage. The remainder is divided between impounds, reserves, Golden Rain Foundation operations and individual Mutual maintenance and operation expenses.

See Policy 7333.5 for Mutual Five (Feb 16)  
See Policy 7333.9 for Mutual Nine (Oct 06)

Revised: Sep 88  
Revised: Aug 00  
Revised: Feb 09

(Feb 16)

**MUTUAL OPERATIONS****RESCIND MUTUAL TWO**

## ACCOUNTING AND FISCAL

Investment Records

Records of investments, time certificates of deposit and bank pass books and/or reconciliations are available for inspection at any time by the Mutual Directors. Mutual Directors desiring general information should call the Mutual Accountant for an appointment. No appointment is necessary, of course, if an unannounced audit is made.

Reissued Jul 87

**RESCIND**

FIVE: 11-18-16

(Nov 16)

MUTUAL OPERATIONS**RESCIND MUTUAL TWO**

## ACCOUNTING AND FISCAL

Financial ReportsI. Monthly Reports

The Accounting Department, under the direction of the Golden Rain Foundation Controller, prepares and distributes monthly financial reports to each Mutual Director. These reports consist of a balance sheet, an operating statement, which compares income and expenses to budget, detailed balances of the various reserve accounts, reconciliations of bank accounts, and the statements of cash receipts and disbursements of both the agency and the general accounts.

2. Annual Financial Statement

The Controller's Department prepares and distributes a preliminary year-end statement. Any necessary adjustments to this statement are made on completion of the audit. A copy of the annual statement is sent to each Mutual Director.

3. Inquiries About Financial Statements

The Controller is very willing to answer all questions pertaining to either the monthly financial statements or the published annual financial statements. However, it should be realized that the Controller's schedule is heavy, and that the established regulatory procedure is to request an appointment through the Chief Financial Officer or Treasurer of each individual Mutual corporation.

Reissued Jul 87

(Jul 87)

**MUTUAL OPERATIONS****RESCIND MUTUAL TWO**

## ACCOUNTING AND FISCAL

Accounts Receivable

This position is responsible for maintaining tenant Accounts Receivable records, including Golden Rain Foundation annual dues, on a current basis. All inquiries regarding tenant delinquencies should be referred to this office.

**RESCIND**

FIVE: 11-18-16

SIXTEEN: 02-07-17



**MUTUAL OPERATIONS****RESCIND MUTUAL TWO****ACCOUNTING AND FISCAL****Cashier Service**

The position of Cashier has been established to facilitate all cash payments made by those members not maintaining a commercial (checking) account who wish to transact all their business on a cash basis.

**RESCIND**

SIXTEEN: 02-07-17

# MJJURADO INC.

Lic# 950958  
General Engineering Contractor

Ph: (714) 397-0143  
Fax: (714) 827-2110

Lic.# 987670

## Proposal

Date	Estimate #
7/6/2017	17-0288

ATTN:

Leisure World/Mutual 2  
Att: Bruno  
P.O. Box 2069  
Seal Beach, CA 90740

Project			
Description	Qty	Rate	Total
Mutual 2 Bldg. 4 - 14 Along Perimeter Wall Westminster Blvd. - Remove & Replace Existing walkway; Walkway Damaged Through out . Construct New $\sqrt{}$ Walkway with # 3 Rebar Doweled Into existing . Price Includes Demo Haul Off & Long Hose for Concrete Pumping .	6,928	10.25 9.90	71,012.00 - 2,424.80
Grass replacement - Deduction for damage Jurado did -		35¢ 59 ft 9.90	68,587.20 - 68,587.20
*Exclusions: Demo grading, water, permits, surveys, approved plans, soils tech, inspections, underground utilities that may be damaged during excavation, all work or items furnished by others.			
We can schedule this work to meet your production requirements. Thank you for your consideration. We trust we can be of service. Michael J. Jurado			<b>Total</b> \$71,012.00

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

MUTUAL OPERATIONS

## PRESIDENTS' COUNCIL DRAFT

## RESIDENT REGULATIONS

Eligibility Requirements –

All each proposing persons Resident Shareholder seeking approval of the Board of Directors of Seal Beach Mutual No. \_\_\_\_\_ to purchase a share of stock in the Mutual, and to reside in the Mutual, shall individually meet the following income eligibility criteria:

- A. Apply for and be accepted as a member of the Golden Rain Foundation, Seal Beach, California.
- B. Meet the Mutual eligibility criteria as follows:

## 1. Age

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

## 2. Financial Ability

- a. Verified net monthly income that is at least four (4) times or greater than the monthly carrying charge (Regular Assessment plus Property Tax and Fees) at the time of application, and have liquid assets of at least ~~\$25,000~~ **\$50,000**. **Actual or projected retirement income (SS, pension, annuity, etc.) shall be the only income used for qualification.** Verified monthly income/assets may be in the form of the past two years of:

1. Tax returns;
2. 1099s for interest and dividends **(assets used to purchase unit will not be included in income calculations);**
3. 1099-Rs for retirement income from qualified plans and annuities **(with copy of executed payment elections documents and/or beneficiary election forms);**
4. SSA-1099 Social Security Benefit Statement;
5. Brokerage statements and current interim statement **(assets used to purchase unit will not be included in income calculations).**
6. Six to twelve months of checking/savings account statements **(assets used to purchase unit will not be included in income calculations).**

**MUTUAL OPERATIONS****PRESIDENTS' COUNCIL DRAFT****RESIDENT REGULATIONS****Eligibility Requirements –**

- b. Adjusted Gross Income per 1040, 1040A, or 1040EZ; plus that portion of Social Security, IRA distributions, and pensions and annuities not included in adjusted gross income plus tax exempt interest; **(assets used to purchase unit be included in income calculations)**, minus income tax, Social Security, Medicare, and self-employment taxes paid; and minus Medicare medical insurance and prescription drug premiums; all divided by twelve (12) will equal net monthly income to be used in Paragraph 2.a. above.
- c. Projected assessments will be the previous year's assessment (total of carrying charge less any cable charge, less Orange County Property Taxes and Fees), and the addition of the new property tax at 1.2% of the sales price plus Orange County District fees divided by twelve (12) for the new projected monthly assessment. This new figure (Regular Assessment plus Orange County Property Taxes and District Fees) times four (4) will be the monthly income required. This will be verified by the escrow company and the Stock Transfer Office. Stock Transfer shall have the final say in establishing verifiable income/assets.<sup>1</sup> **(Note1)**

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

- d. Only the resident shareholder's income shall be considered for qualifying.
- e. If moving within Leisure World, or if there are any additions/changes to the title (except to remove a deceased spouse's name), the proposed shareholder(s) must meet these eligibility requirements.

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1 If major remodeling, expansion, or addition of a bathroom is being considered, the increase in taxes over the 1.2% of the purchase price must be taken into consideration.

**MUTUAL OPERATIONS****PRESIDENTS' COUNCIL DRAFT****RESIDENT REGULATIONS****Eligibility Requirements –****3. Health**

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

**4. Character**

**Have a reputation for good character in his/her present community**

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

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

**MUTUAL ADOPTION****AMENDMENT**

(draft created 6-20-17 ka)

**MUTUAL OPERATIONS****RESIDENT REGULATIONS****Eligibility Requirements – Mutual Two Only**

All persons seeking approval of the Board of Directors of Seal Beach Mutual Two to purchase a share of stock in the Mutual, and to reside in the Mutual, shall meet the following eligibility criteria:

- A. Apply for and be accepted as a member of the Golden Rain Foundation, Seal Beach, California.
- B. Meet the Mutual eligibility criteria as follows:
  1. Age

Minimum of 55 years, as confirmed by a birth certificate or passport. A driver's license is not acceptable as proof of age.
  2. Financial Ability
    - a. Verified monthly income that is at least four (4) times or greater the monthly carrying charge (Regular Assessment plus Property Tax and Fees) at the time of application, and have liquid assets of at least \$25,000. Verified monthly income/assets may be in the form of the past two years of:
      1. Tax returns;
      2. 1099s for interest and dividends;
      3. 1099-Rs for retirement income from qualified plans and annuities;
      4. SSA-1099 Social Security Benefit Statement;
      5. Brokerage statements and current interim statement.
      6. Six to twelve months of checking/savings account statements.
    - b. Adjusted Gross Income per 1040, 1040A, or 1040EZ; plus that portion of Social Security, IRA distributions, and pensions and annuities not included in adjusted gross income; plus tax exempt interest; minus income tax, Social Security, Medicare, and self-employment taxes paid; and minus Medicare medical insurance and prescription drug premiums; all divided by twelve (12) will equal net monthly income to be used in Paragraph 2.a. above.
    - c. Projected assessments will be the previous year's assessment (total of carrying charge less any cable charge, less Orange County Property Taxes and Fees), and

(Aug 08)

**MUTUAL OPERATIONS****RESIDENT REGULATIONS****Eligibility Requirements – Mutual Two Only**

the addition of the new property tax at 1.2% of the sales price plus Orange County District fees divided by twelve (12) for the new projected monthly assessment. This new figure (Regular Assessment plus Orange County Property Taxes and District Fees) times four (4) will be the monthly income required. This will be verified by the escrow company and the Stock Transfer Office. Stock Transfer shall have the final say in establishing verifiable income/assets.<sup>1</sup>

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

- d. Only the resident shareholder's income shall be considered for qualifying.
- e. If moving within Leisure World, or if there are any additions/changes to the title, the proposed shareholder(s) must meet these eligibility requirements.

3. Health

Have reasonably good health for a person of his/her age, as evidenced by a letter from his/her physician, so that shareholder can take care of normal living needs without calling on other members of the cooperative for an undue amount of assistance.

4. Character

Have a reputation for good character in his/her present community.

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

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

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<sup>1</sup> If major remodeling, expansion, or addition of a bathroom is being considered, the increase in taxes over the 1.2% of the purchase price must be taken into consideration.

**MUTUAL OPERATIONS**

**RESIDENT REGULATIONS**

**Eligibility Requirements – Mutual Two Only**

(10) working days prior to the close of escrow.

**MUTUAL ADOPTION**

**AMENDMENT DATES**

TWO      04-16-70

09-16-93, 08-21-08

(Aug 08)



## RESOLUTION TO BE ON JUNE AND JULY AGENDAS

### MOTION:

RESOLVED, That according to Policy 7510.\_\_\_\_, if there is a question of financial eligibility, Mutual \_\_\_\_\_ is NOT to be contacted by the Stock Transfer Office in the event of a non-qualifying financial issue.

## INTENT TO WITHDRAW RESOLUTION

RESOLVED, That Mutual \_\_\_\_\_ authorizes the Board's President and/or duly appointed Officer, to act on behalf of the Board, to execute the Notice of Intent to Withdraw, effective 2017-2018.

OR

RESOLVED, That any action in reference to the Notice to Withdraw for Mutual \_\_\_\_\_ requires the majority vote of the Board. Due to agenda posting requirements, a Shareholder/Member requesting the transfer of Stock will have to be informed no action can be taken until such Board action; this could take up to 30 days, effective 2017-2018.

## Finance Department Late Charges and Others Cost

### MOTION:

RESOLVED, That according to Mutual \_\_\_\_\_ the Occupancy Agreement Article 23, Late Charges and Others Costs in Case of Default; that a late charge of \$10.00 or 10% whichever is greater for each month of delinquency, will be assessed to a delinquent shareholder, effective 2017-2018.

MOTION:

RESOLVED, That Mutual \_\_\_\_\_ does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax statement, effective 2017-2018.

## MUTUAL AGENDAS

MOTION:

RESOLVED, That Mutual \_\_\_\_\_ continue to receive one hard copy of the various Mutuals' monthly minutes in their MAIL BOX in the Stock Transfer Office, effective 2017-2018.

OR

RESOLVED, That Mutual \_\_\_\_\_ continue not receiving one hard copy of the various Mutuals' monthly minutes in their MAIL BOX in the Stock Transfer Office, effective 2017-2018.

## TOWING AGREEMENT

MOTION:

RESOLVED, To have the President of Mutual \_\_\_\_\_ sign Mr. C's Towing Agreement, effective 2017-2018.

Mr. C's Towing  
10821 Bloomfield Street  
Los Alamitos, CA 90720  
(562) 594-9521

# PRIVATE PROPERTY TOW SERVICES AGREEMENT

Agreement Date:

Effective Date:

\_\_\_\_\_ Mutual Two Corporation (Customer)

\_\_\_\_\_ Mutual Two (Property)

## TYPE OF PRIVATE PROPERTY (Check One)

Residential     Commercial     Retail     HOA/Common Interest Development

This agreement by and between Mr. C's Towing and Customer named above shall serve as authorization to service the Property named above in accordance with the requirements of California Vehicle Code Section 22658 (CVC 22658) "Removal From Private Property" upon the specific written authorization of Customer, except for Section 22658 (I) (1) (E), for which this agreement may serve as the general authorization.

Mr. C's Towing agrees to respond to the Property within a reasonable period of time when requested by Customer for the purposes of removing any vehicles that are not in compliance with the property or business regulations as determined by Customer and communicated to Mr. C's Towing in the written authorization provided by Customer under CVC 22658(I).

Mr. C's Towing will, as prescribed by law, promptly report all impounded vehicles to the appropriate law enforcement agency and will perform all operations within the guidelines set forth in CVC 22658.

Mr. C's Towing agrees that their employees will act and conduct themselves in a professional workmanlike manner on and off the above Property. This agreement is for a period of one (1) year commencing on the Effective Date noted above and shall automatically renew annually unless terminated in writing upon 30 days written notice by either party.

Accepted:

Customer: Mutual Two Corporation	Mr. C's Towing
Signed: <i>Myrna E Baker</i>	Signed: <i>[Signature]</i>
Print Name: Myrna Baker	Print Name: Cole Dehlsron
Title: Mutual Two Board President	Title: Account Manager
Date: 07/21/2016	Date: 9/30/16

PRIVATE PROPERTY TOW SERVICES AGREEMENT

ACCOUNT INFORMATION FORM:

Original     Updated \_\_\_\_\_

<b>Property/Complex Name:</b> Mutual Two Corporation			
<b>Property Address:</b> 13531 St. Andrews Drive			
<b>City:</b> Seal Beach, CA		<b>Zip:</b> 90740	
<b>TG Map Grid:</b>		<b>Cross Streets:</b>	
<b>Mailing Address (if different than above):</b> P.O. Box 2069 Seal Beach, CA 90740			
<b>Property Management Company</b> <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>If Yes, Name, Address &amp; Phone:</b> Golden Rain Foundation, P.O. Box 2069, Seal Beach, CA 90740			
<b>Manager Name</b>	<b>Asst Manager Name</b>	<b>On-Site Contact Name</b>	
Executive Director	Mutual Administration Manager	Security Chief	
<b>Phone:</b> 562-431-6586	<b>Phone:</b> 562-431-6586	<b>Phone:</b> 562-431-6586	
<b>Fax:</b>	<b>Fax:</b>	<b>Fax:</b>	
<b>Email:</b>	<b>Email:</b>	<b>Email:</b>	
<b>Security Company</b> <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>If Yes, Name, Address &amp; Phone:</b> Internal Department of Property Management Company (562) 431-6586 Ext# 377			
<b>Persons Authorized To Sign for Vehicle Removals</b>	<b>1</b>	<b>Two Board Directors</b>	<b>Title: President</b>
	<b>2</b>	<b>must be present</b>	<b>Title: Vice-President</b>
	<b>3</b>		<b>Title: CFO</b>
	<b>4</b>		<b>Title Secretary</b>
	<b>5</b>		<b>Title: Director at Large</b>

**Please Check Appropriate Boxes:**

<input type="checkbox"/> Fire Lane Removals	<input type="checkbox"/> Visitor Only Parking	<input type="checkbox"/> Posted "Tow-Away Zone"
<input type="checkbox"/> Ingress/Egress Interference	<input type="checkbox"/> Mgr Only Parking	<input checked="" type="checkbox"/> Violation of Mutual Two
<input type="checkbox"/> Within 15' of Fire Hydrant	<input type="checkbox"/> Expired Tags	Policies on Mutual Two
<input type="checkbox"/> Parking Permits	<input type="checkbox"/> No Street Parking	Property when directed by
<input type="checkbox"/> Handicap Parking	<input type="checkbox"/> Tenants authorized to tow	authorized Board Members
<input type="checkbox"/> Blocking Garages	<input type="checkbox"/> Time Limit Parking	<input type="checkbox"/>
<input type="checkbox"/> Blocking Dumpster	<input type="checkbox"/> Proof of residence required – Describe:	
<input type="checkbox"/> Double Parked		

<b>Local Rate Jurisdiction:</b>	
<b>Tow Rate:</b>	<b>\$185</b>
<b>Storage Rate / Day:</b>	<b>\$55</b>
<b>Other:</b>	<b>Gate Fee: \$92.50    Drop Fee: \$60</b>



**NEW BUSINESS (continued)**

Following a discussion, and upon a MOTION duly made by Vice President Esslinger and seconded by Director MacLaren, it was

RESOLVED, To amend the previous motion to state that the cost not exceed \$150.00 per building.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Vice President Esslinger and seconded by Director MacLaren, it was

RESOLVED, To allocate \$1,000.00 a month allowance for Inspector Kranda to spruce up the Mutual.

The MOTION passed.

Following a discussion and upon a MOTION duly made by Secretary Knebel and seconded by Director MacLaren, it was

RESOLVED, To approve Mr.C's Towing Agreement for Mutual Two.

The MOTION passed.

Following a discussion, it was the consensus of the Board to postpone until August action on Mutual Board Contact Information until the amended email has been posted.

Following a discussion, it was the consensus of the Board to postpone Policy 7403.G Skylight & Sola Tubes until further research can be done. The Board will place this on the August agenda.

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

RESOLVED, To add an emergency item, Building 29, to the agenda.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Vice President Esslinger and seconded by Secretary Knebel, it was

RESOLVED, To place two wrought iron gates and mulch between Buildings 29 and 30.

The MOTION passed.

28 Gallon  
\$452.22  
net cost

## Residential Lowboy Electric Water Heater

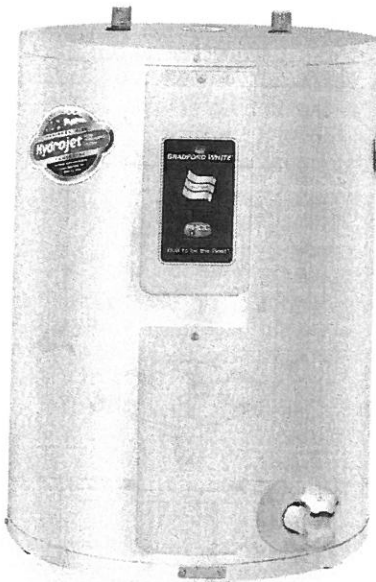
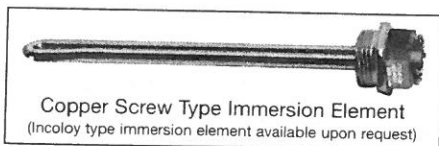


Photo is of  
RE240L6



### The Lowboy Electric Models Feature:

- **DOE**—All residential storage models above 20 gallon capacity meet or exceed efficiency requirements of the Department of Energy, ASHRAE Standard 90.1 b (current standard) and the National Appliance Energy Conservation Act of 1987 recent amendment effective April 16, 2015 which supercedes all state and local efficiency requirements.
- **Applications**—Lowboy models are ideal for installations where space is at a premium and are perfect for tight installations such as a closet or under a counter.
- **Fully Automatic Controls**—Fast acting surface-mount thermostats for automatic temperature control. Factory-installed sensitive manual reset energy cut-off for safety to prevent overheating.
- **Direct Heat Transfer with Immersed Elements**—Transfers heat directly and efficiently to the water. Screw-in style.
- **Factory-Installed Hydrojet® Total Performance System**—Cold water inlet sediment reducing device helps prevent sediment build-up in tank. Increases first hour delivery of hot water while minimizing temperature build-up in tank.
- **Vitraglas® Lining**—Bradford White tanks are lined with an exclusively engineered enamel formula that provides superior tank protection from the highly corrosive effects of hot water. This formula (Vitraglas®) is fused to the steel surface by firing at a temperature of over 1600°F (871°C).
- **Non-CFC Foam Insulation**—Covers the sides and top of the tank, reducing the amount of heat loss. This results in less energy consumption, improved operation efficiencies, and jacket rigidity.
- **Water Connections**—3/4" NPT factory-installed true dielectric fittings extend water heater life and ease installation.
- **Factory-Installed Heat Traps**—Design incorporates a flexible disk that reduces heat loss in piping and eliminates the potential for noise generation. (Except for RE120L).
- **Protective Magnesium Anode Rod**—Provides added protection against corrosion for long trouble-free service.
- **Simultaneous and Non-Simultaneous Operation Available**—Simultaneous operation indicates when both elements (if equipped) are being heated at the same time. Non-Simultaneous operation indicates when one element is being heated at a time.
- **Voltages Available**—120V, 208V, 240V, 277V, 480V.
- **Single Phase or Three Phase Operation Available**—120V & 277V may only be wired for single phase operation.
- **T&P Relief Valve**—Installed, side T&P is standard. Optional top T&P location is available.
- **Design evaluated by ETL in accordance with Part 280.707(d) of HUD Mobile Home Construction and Safety Standards for Energy Efficiency.**

Size  
Elec  
Anode

**AUDI**



### 6 or 10-Year Limited Tank Warranties / 6 or 10-Year Limited Warranty on Component Parts.

For more information on warranty, please visit [www.bradfordwhite.com](http://www.bradfordwhite.com)

For products installed in USA, Canada and Puerto Rico. Some states do not allow limitations on warranties. See complete copy of the warranty included with the heater.

MANUFACTURED UNDER ONE OR MORE OF THE FOLLOWING U.S. PATENTS: 5,682,666; 7,634,976; 5,660,165; 5,954,492; 6,056,542; 6,935,280; 5,372,185; 5,485,879; 5,574,822; 7,971,560; 7,992,526; 6,684,821; 6,442,178; 7,334,419; 7,866,168; 7,270,087; 7,007,748; 5,596,952; 6,142,216; 7,699,026; 5,341,770; 7,337,517; 7,665,211; 7,665,210; 7,063,132; 7,063,133; 7,559,293; 7,900,589; 5,943,984; 8,082,888; 5,988,117; 7,621,238; 7,650,859; 5,761,379; 7,409,925; 5,277,171; 8,146,772; 7,458,341; 2,262,174. OTHER U.S. AND FOREIGN PATENT APPLICATIONS PENDING. CURRENT CANADIAN PATENTS: 2,314,845; 2,504,824; 2,108,186; 2,143,031; 2,409,271; 2,548,958; 2,112,515; 2,476,685; 2,239,007; 2,092,105; 2,107,012. Vitraglas® and Hydrojet® are registered trademarks of Bradford White® Corporation.

LW Model: 3kW, 240V, 10 Yr Warranty with Aluminum Anode Rod

Residential Electric Water Heater

Lowboy Models

C.E.C. Listed

Model Number	Capacity		1st Hour Rating (Gal.)	Energy Factor	Recovery 90°F Rise		A Floor to Heater Top in.	B Jacket Dia. in.	C Floor to Water Conn. in.	D Floor to T&P Conn. in.	Approx. Shipping Weight lbs.
	U.S. Gal.	Imp. Gal.			U.S. GPH*	Imp. GPH*					
RE120L6†	19	16	—	—	21	18	24 7/8	18	25 5/8	19 1/8 / 24 7/8	65
RE230L6**	28	23	45	0.95	21	18	29 7/8	22	30 3/4	30 5/8 / 30 5/8	108
RE240L6**	38	32	55	0.95	21	18	32 5/8	24	33 1/2	33 5/8 / 33 5/8	140
RE250L6**	47	39	67	0.95	21	18	32 5/8	26	33 1/2	33 5/8 / 33 5/8	183

Model Number	Capacity		1st Hour Rating (Liters)	Energy Factor	Recovery 50°C Rise		A Floor to Heater Top mm.	B Jacket Dia. mm.	C Floor to Water Conn. mm.	D Floor to T&P Conn. mm.	Approx. Shipping Weight kg.
	Liters				Liters/Hour						
RE120L6†	72	—	—	—	80	—	632	457	651	486 / 632	29
RE230L6**	106	—	170	0.95	80	—	759	559	781	778 / 778	49
RE240L6**	144	—	208	0.95	80	—	829	610	851	854 / 854	64
RE250L6**	178	—	254	0.95	80	—	829	660	851	854 / 854	83

\*Models include supplied insulation blanket (2" thick). Dimensions in charts above do not include blanket thickness.

For 10 year models, change suffix "6" to "10".

\* Based on 4500W/4500W, Non-Simultaneous operation.

All models feature optional top T&P location and must be specified when ordering.

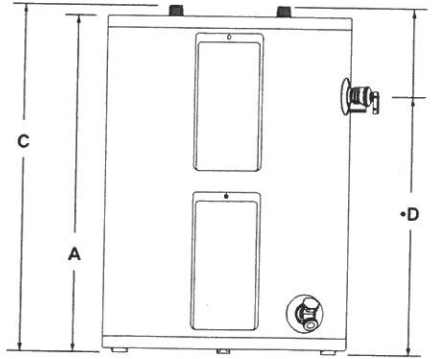
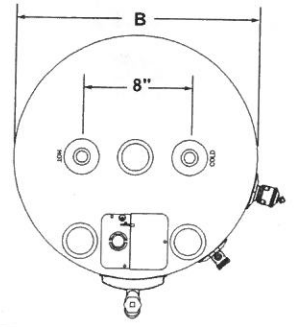
† Exempt from ASHRAE 90.1b (current standard). Energy Factor and First Hour Rating is based on the latest AHRI directory listings.

Wattage	Recovery ▲ GPH Temperature Rise °F				
	60	80	90	100	120
1500W	10	8	7	6	5
2000W	14	10	9	8	7
2500W	17	13	11	10	9
3000W	21	15	14	12	10
3500W	24	18	16	14	12
4000W	28	21	18	16	14
4500W	31	23	21	19	15
5000W	34	26	23	21	17
5500W	38	29	25	23	19
6000W	41	31	28	25	21

▲ (GPH based on Non-Simultaneous operation, when Simultaneous operation the GPH will approximately double.)

Wattage Limitations for Simultaneous Operation	Voltage				
	120V	208V	240V	277V	480V
1500W / 1500W	yes	yes	yes	yes	yes
2000W / 2000W	no	yes	yes	yes	yes
2500W / 2500W	no	yes	yes	yes	yes
3000W / 3000W	no	yes	yes	yes	yes
3500W / 3500W	no	yes	yes	no	no
4000W / 4000W	no	yes	yes	yes	yes
4500W / 4500W	no	yes	yes	yes	yes
5000W / 5000W	no	yes	yes	yes	yes
5500W / 5500W	no	no	yes	no	no
6000W / 6000W	no	no	no	yes	yes

Wattage Limitations for Non-Simultaneous Operation	Voltage				
	120V	208V	240V	277V	480V
1500W / 1500W	yes	yes	yes	yes	yes
2000W / 2000W	yes	yes	yes	yes	yes
2500W / 2500W	yes	yes	yes	yes	yes
3000W / 3000W	yes	yes	yes	yes	yes
3500W / 3500W	no	yes	yes	no	no
4000W / 4000W	no	yes	yes	yes	yes
4500W / 4500W	no	yes	yes	yes	yes
5000W / 5000W	no	yes	yes	yes	yes
5500W / 5500W	no	yes	yes	no	no
6000W / 6000W	no	yes	yes	yes	yes



\*"D" dimension listed as side/top.

General:

All models ETL listed. These heaters are wired inter-locking (Non-Simultaneous, Single Phase) 240V with two 4500W elements, unless otherwise specified.

All water and electrical connections are 3/4" NPT (19mm).

All models certified at 300 psi test pressure (2068 kPa) and 150 psi working pressure (1034 kPa.)

Dimensions and specifications subject to change without notice in accordance with our policy of continuous product improvement.



For U.S. and Canada field service, contact your professional installer or local Bradford White sales representative.  
 Sales 800-523-2931 • Fax 215-641-1670 / Technical Support 800-334-3393 • Fax 269-795-1089 • Warranty 800-531-2111 • Fax 269-795-1089  
 International: Telephone 215-641-9400 • Telefax 215-641-9750 / www.bradfordwhite.com

BRADFORD WHITE-CANADA INC. Sales / Technical Support 866-690-0961 / 905-238-0100 • Fax 905-238-0105 / www.bradfordwhite.com

Built to be the Best™

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## Mutual Two Financial Summary June 2017

Jun Actual	Jun Budget		2017 Y-T-D Actual	2017 Y-T-D Budget
200,318	200,318			
124,148	124,148	Carrying Charges	1,201,910	1,201,908
		Reserve Funding	744,889	744,888
<b>324,467</b>	<b>324,466</b>	<b>Total Regular Assessments</b>	<b>1,946,799</b>	<b>1,946,796</b>
2,171	2,160	Service Income	14,316	12,960
4,250	3,897	Financial Income	27,138	23,382
4,078	2,212	Other Income	22,994	13,272
<b>10,499</b>	<b>8,269</b>	<b>Total Other Income</b>	<b>64,448</b>	<b>49,614</b>
<b>334,966</b>	<b>332,735</b>	<b>Total Mutual Income</b>	<b>2,011,247</b>	<b>1,996,410</b>
125,012	125,012	GRF Trust Maintenance Fee	750,072	750,072
24,571	22,862	Utilities	112,126	137,172
3,090	3,793	Professional Fees	14,803	22,758
45,712	39,252	Outside Services	237,393	235,512
20,987	17,669	Taxes & Insurance	124,800	106,014
124,148	124,148	Contributions to Reserves	744,889	744,888
<b>343,521</b>	<b>332,736</b>	<b>Total Expenses Before Off-Budget</b>	<b>1,984,082</b>	<b>1,996,416</b>
<b>(8,555)</b>	<b>(1)</b>	<b>Excess Inc/(Exp) Before Off-Budget</b>	<b>27,165</b>	<b>(6)</b>
28,195	0	Depreciation Expense	163,653	0
<b>(36,751)</b>	<b>(1)</b>	<b>Excess Inc/(Exp) After Off-Budget</b>	<b>(136,488)</b>	<b>(6)</b>

# Mutual Administration Director's Report

## July 2017 Election Results Term 2017-2018

Mutual	President	GRF Directors
ONE	Sandra Luther-Stark	Richard Stone Leah Perrotti
TWO	Myrna Baker	Paul Pratt Paula Snowden
THREE	Carol Ginthner	Linda Stone
FOUR	Bob Slater	Joy Reed
FIVE	Dr. Betty Coven	Wayne Gould
SIX	Tom Dowd	Susan Hopewell
SEVEN	Sue Rotter	Kathleen Rapp
EIGHT	Camille Thompson	Steven McGuigan
NINE	Debra Schnauffer	Antonio Dodero
TEN	Ruthann Arlart	Ronde Winkler
ELEVEN	Phil Mandeville	Mary Ruth Greer
TWELVE	Margaret Gillon	Carole Damoci
FOURTEEN	Lee Melody	Barry Lukoff
FIFTEEN	Jackie Dunagan	Patrick Anderson
SIXTEEN	Al Grenrock	Susanne Fekjar
SEVENTEEN	Pete Hayes	Perry Moore

Mutual	# of Units	# of Estates at time of Election	Total # of Ballots Received	Total % of Members Voting	Total Votes Cast for Write-in Candidates Who Accepted Nomination	Total Votes Cast for Abstention Only	Total Votes Cast for Quorum Only
ONE	844	10	316	37%	0	11	2
TWO	864	22	400	47%	0	10	3
THREE	432	14	212	50%	0	1	1
FOUR	396	5	221	56%	3	2	2
FIVE	492	13	210	43%	22	2	2
SIX	408	9	204	51%	0	1	2
SEVEN	384	8	236	63%	0	0	1
EIGHT	348	6	187	54%	0	2	1
NINE	384	5	187	49%	134	9	1
TEN	276	4	159	58%	0	1	0
ELEVEN	312	No election this year; annual meeting only					
TWELVE	452	8	210	47%	0	5	0
FOURTEEN	328	5	239	73%	0	4	6
FIFTEEN	502	8	300	60%	0	0	1
SIXTEEN	60	0	36	60%	0	1	0
SEVENTEEN	126	7	77	64%	0	4	0

Mutual	Bylaw Amendment	Yes	No	Abstain	Passed
FIVE	Remove FHA, Eliminate Parcels, Eliminate Cumulative Voting & Institute Staggered Terms <i>Kaiser</i>	174	21	13	YES
NINE	Measure No. 1 - Eliminate Parcels <i>Rabkin</i>	118	32	36	NO
	Measure No. 2 - Institute Staggered Terms	110	36	40	NO
TEN	Measure No. 1 - Notice of Meetings <i>Rabkin</i>	140	1	18	YES
	Measure No. 2 - Proxies	125	15	19	YES
	Measure No. 3 - Secret Ballot	130	11	18	YES
	Measure No. 4 - Removal of Director	133	7	19	YES
	Measure No. 5 - Board Action without Meeting	117	24	18	YES
	Measure No. 6 - Annual Budget Report	141	1	17	YES
FIFTEEN	Eliminate cumulative voting and FHA requirement <i>Roseman/Zweig</i>	238	33	28	YES