PLEASE READ AND PASS AROUND QUICKLY
DO NOT DROP INTO MAIL SLOTS

MINUTES OF THE REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS SEAL BEACH MUTUAL TWO March 21, 2019

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Two was called to order by President Esslinger at 9:30 a.m. on Thursday, March 21, 2019, in Building 5 Conference Room B, followed by the *Pledge of Allegiance*.

SHAREHOLDER COMMENTS

Shareholders made comments.

ROLL CALL

Present:	President Esslinger, Vice President Nugent, Secretary Keller, CFO Jacquelin and Directors Jacobus, MacLaren, Kilian and Dr. Naret.
Absent:	Director Sporcich
GRF Representatives:	Mr. Pratt and Ms. Snowden
Guests:	Ten Mutual Two shareholders
Staff:	Ms. Miller, Finance Director Ms. Hopkins, Mutual Administration Director Mr. Jones, Building Inspector Ms. Villalobos, Recording Secretary

MINUTES

The February 21, 2019, Regular Board Meeting minutes were approved by general consent of the Board as printed.

The March 11, 2019, Special Board Meeting minutes were approved by general consent of the Board as printed.

CONSENT CALENDAR

Following a discussion and upon a MOTION duly made by CFO Jaquelin and seconded by Director Jacobus, it was

RESOLVED, That the Board authorizes the following transfer of funds per detailed resolutions:

CONSENT CALENDAR (continued)

Resolution Date	*Transfer/ Invoice Date*	*Amount*	*Originating/Destination Accounts or Payee*
02/21/19	02/21/19	$22,210.00	J&J Landscaping
02/27/19	02/27/19	$126,786.67	US Bank Checking to US Bank Restricted MM
03/05/19	03/05/19	$346,712.57	ACH to US Bank Checking
03/05/19	03/05/19	$190,164.57	US Bank Checking to GRF US Bank
03/06/19	03/06/19	$690,000.00	US Bank Impound to US Bank Checking
03/06/19	03/06/19	$126,842.95	US Bank Checking to US Bank Impound
03/07/19	03/07/19	$718,116.44	Orange County Treasurer – Tax Collector
03/08/19	03/08/19	$21,264.65	Orange County Treasurer – Tax Collector
03/11/19	03/11/19	$11,000.00	Castlehead Inc. Escrow

The MOTION passed.

GUEST SPEAKER

Following a presentation by Finance Director, Ms. Miller, and upon a MOTION duly made by CFO Jaquelin and seconded by Secretary Keller, it was

> RESOLVED, To accept that the Board of Directors of Seal Beach Mutual Two, upon a presentation of the Financial Statements as of December 31, 2018, for the year ended, and the proposed Accountant's Report as submitted by CliftonLarsonAllen (CLA), hereby accepts the above-mentioned Financial Statements and reports therein, and authorize the President to sign the Management Representation Letter

The MOTION passed.

BUILDING INSPECTOR'S REPORT

Inspector Jones updated the Board on activity in the Mutual (attached).

Following questions, Inspector Jones left the meeting at 9:26 a.m.

GRF REPRESENTATIVES' REPORT

GRF Representatives Mr. Pratt and Mrs. Snowden presented the GRF Monthly Report, attached.

UNFINISHED BUSINESS

Following a discussion, and upon a MOTION duly made by CFO Jacquelin and seconded by Dr. Naret, it was

> RESOLVED, To approve that in compliance with Assembly Bill 2912 (AB 2912)-Association Finances, the Mutual Board of Directors approve the "Resolution to Authorize Transfer of Funds" and further,
> WHEREAS, Civil Code 5380(b)(6) requires that the Board of Directors ("Board") of Seal Beach Mutual No. Two ("Mutual") give prior written approval for transfers of funds in amount greater than ten thousand dollars ($10,000.00) or five percent (5%) of the Mutual's total combine reserve or operating accounts, whichever is lower.
> WHEREAS, the Board hereby certifies that a majority of the Board members present representing a quorum has voted on this resolution, in compliance with Civil Code Section 5380(b)(6) and/or Civil Code 5502.

The MOTION passed.

NEW BUSINESS

Following a discussion, and upon a MOTION duly made by CFO Jaquelin and seconded by Director Jacobus, it was

> RESOLVED, To acknowledge, that per the requirements of Civil Code Section 5500(a)-(f), a review has been completed of the Mutual's reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the current year's budget, statements prepared by the financial institutions where the Mutual has its operating and reserve accounts, income and expense statement for the Mutual's operating and reserve accounts, the check registers, the monthly general ledger and delinquent assessment receivable reports, for the month of February 2019.

The MOTION passed.

NEW BUSINESS (continued)

The Mutual Board appointed to the Finance Committee: CFO Jacquelin (Chair) Director Jacobus (Vice Chair), Shareholder, Maria Wong (Member), Shareholder, Debbie Cobb (Member)

Following a discussion, and upon a MOTION duly made by Secretary Keller and seconded By Vice President Nugent, it was

> RESOLVED, To approve rescinding the Resolution from May19, 2016, Mutual Two will again welcome the help and assistance of the GRF Physical Property Department, to include the Physical Property Manager, and its agents, regarding Project Oversight and Management.

The MOTION passed.

It was the consensus of the Board to postpone action on the Emergency Buddy System until the next regular board meeting.

Following a discussion, and upon a MOTION duly made by Vice President Nugent and seconded by Dr. Naret, it was

> RESOLVED, To approve the proposal submitted by J&J Landscaping to remove (3) baffle walls located in front of Building 63, G through L side, to re-sod and repair or replace sprinklers as necessary, cost not to exceed $2,800 and authorize the President to sign the contract funds to be taken from Infrastructure Reserve.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Dr. Naret and seconded by CFO Jacquelin, it was

> RESOLVED, To approve the proposal submitted by J&J Landscaping to plant eight trees (24-inch boxes) to replace the eight bottlebrush trees that have been approved for removal cost not to exceed $2,400 funds to be taken from Landscape Maintenance Trees.

The MOTION passed.

NEW BUSINESS (continued)

Following a discussion, and upon a MOTION duly made by Director Kilian and seconded by Dr. Naret, it was

> RESOLVED, To approve the proposal submitted by J&J Landscaping to install the "NO DOGS ALLOWED" signs into concrete bases. To be placed along the Westminster wall cost not to exceed $250 for labor and materials funds to be taken from Landscape Maintenance Extra.

The MOTION passed.

SECRETARY /CORRESPONDANCE

Secretary Keller received no correspondence.

CHIEF FINANCIAL OFFICER'S REPORT

Ms. Jacquelin presented the Financial Statement Recap report for February 2019 (attached).

Following a discussion, and upon a MOTION duly made by CFO Jacquelin and seconded by Secretary Keller, it was

> RESOLVED, To approve the purchase of a Certificate of Deposit, at a 2.550% interest rate, maturity in 18-24 months, in the amount of $200,00

The MOTION passed.

MUTUAL ADMINISTRATION DIRECTOR'S REPORT

Ms. Hopkins presented her Mutual Administration report.

ANNOUNCEMENTS

Next Regular Board Meeting: April 18, 2019, at 9:00 a.m. Administration Building Room A.

COMMITTEE REPORTS

Landscaping
Dr. Naret presented her report.

Laundry Room
Director MacLaren provided an update.

COMMITTEE REPORTS (continued)

Physical Property
Vice President Nugent presented her report.

ADRC
Director Kilian presented her update.

Carports
Secretary Keller presented her update.

DIRECTORS COMMENTS

Several Directors made comments.

SHAREHOLDER(S)' COMMENTS

One Shareholder made a comment.

ADJOURNMENT

President Esslinger adjourned the meeting at 10:22 a.m. and announced there would be an Executive Session following the meeting to discuss member issues.

Attest: Peggy Keller, Secretary
SEAL BEACH MUTUAL TWO
cv:03-21-19
Attachments

REMINDER FOR MUTUAL TWO RESIDENTS:
NO PARKING ON SIDEWALKS

Get your Mutual Two minutes by E-mail.
Just type the word "subscribe" in the subject line and send to
LWMUTUAL2@yahoo.com
or phone Travis Brooks at (562) 502-7302.

RESOLUTIONS IN THE REGULAR MONTHLY MEETING OF March 21, 2019

03-21-19 RESOLVED, That the Board authorizes the following transfer of funds per detailed resolutions below

Resolution Date	*Transfer/ Invoice Date*	*Amount*	*Originating/Destination Accounts or Payee*
02/21/19	02/21/19	$22,210.00	J&J Landscaping
02/27/19	02/27/19	$126,786.67	US Bank Checking to US Bank Restricted MM
03/05/19	03/05/19	$346,712.57	ACH to US Bank Checking
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03/06/19	03/06/19	$690,000.00	US Bank Impound to US Bank Checking
03/06/19	03/06/19	$126,842.95	US Bank Checking to US Bank Impound
03/07/19	03/07/19	$718,116.44	Orange County Treasurer – Tax Collector
03/08/19	03/08/19	$21,264.65	Orange County Treasurer – Tax Collector
03/11/19	03/11/19	$11,000.00	Castlehead Inc. Escrow

RESOLVED, To accept that the Board of Directors of Seal Beach Mutual Two, upon a presentation of the Financial Statements as of December 31, 2018, for the year ended, and the proposed Accountant's Report as submitted by CliftonLarsonAllen (CLA), hereby accepts the above-mentioned Financial Statements and reports therein, and authorize the President to sign the Management Representation Letter.

RESOLVED, To approve that in compliance with Assembly Bill 2912 (AB 2912)-Association Finances, the Mutual Board of Directors approve the "Resolution to Authorize Transfer of Funds" and further, WHEREAS, Civil Code 5380(b)(6) requires that the Board of Directors ("Board") of Seal Beach Mutual No. Two ("Mutual") give prior written approval for transfers of funds in amount greater than ten thousand dollars ($10,000.00) or five percent (5%) of the Mutual's total combine reserve or operating accounts, whichever is lower.
WHEREAS, the Board hereby certifies that a majority of the Board members present representing a quorum has voted on this resolution, in compliance with Civil Code Section 5380(b)(6) and/or Civil Code 5502.

RESOLVED, To acknowledge, that per the requirements of Civil Code Section 5500(a)-(f), a review has been completed of the Mutual's reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the current year's budget, statements prepared by the financial institutions where the Mutual has its operating and reserve accounts, income and expense statement for the Mutual's operating and reserve accounts, the check registers, the monthly general ledger and delinquent assessment

receivable reports, for the month of February 2019.

RESOLVED, To approve rescinding the Resolution from May19, 2016, Mutual Two will again welcome the help and assistance of the GRF Physical Property Department, to include the Physical Property Manager, and its agents, regarding Project Oversight and Management.

RESOLVED, To approve the proposal submitted by J&J Landscaping to remove (3) baffle walls located in front of Building 63, G through L side, to re-sod and repair or replace sprinklers as necessary, cost not to exceed $2,800 and authorize the President to sign the contract funds to be taken from Infrastructure Reserve.

RESOLVED, To approve the proposal submitted by J&J Landscaping to plant eight trees (24-inch boxes) to replace the eight bottlebrush trees that have been approved for removal cost not to exceed $2,400 funds to be taken from Landscape Maintenance Trees.

RESOLVED, To approve the proposal submitted by J&J Landscaping to install the "NO DOGS ALLOWED" signs into concrete bases. To be placed along the Westminster wall cost not to exceed $250 for labor and materials funds to be taken from Landscape Maintenance Extra.

RESOLVED, To approve the purchase of a Certificate of Deposit, at a 2.550% interest rate, maturity in 18-24 months, in the amount of $200,000

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (02) TWO

INSPECTOR: RAY JONES

DATE: THURSDAY 03/15/19

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	Start Date	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
4-I	FLOORING	BOTH	02.02/19	03/02/19	NO	03/04/19 FINAL	KARYS CARPETS
5-H	A.D.A. SHOWER	BOTH	01/16/19	02/16/19	NO	02/28/19 FINAL	NUKOTE
8-E	HEAT PUMP	BOTH	02/18/19	03/18/19	NO	02/22/19 FINAL	ALPINE HEATING & AIR
8-I	REMODEL	BOTH	09/15/18	02/28/19	YES	NONE	GRECO DESIGN& DEVELOP.
8-I	FOOTING	BOTH	09/15/18	02/28/19	YES	10/26/18	GRECO DESIGN& DEVELOP.
8-I	ROUGH PLUMBING	BOTH	09/15/18	02/28/19	YES	11/28/18	GRECO DESIGN& DEVELOP.
8-I	EX. SHEAR	BOTH	09/15/18	02/28/19	YES	12/18/18	GRECO DESIGN& DEVELOP.
8-I	FRAMING	BOTH	09/15/18	02/28/19	YES	11/29/19	GRECO DESIGN& DEVELOP.
8-I	ROUGH ELECTRICAL	BOTH	09/15/18	02/28/19	YES	11/29/19	GRECO DESIGN& DEVELOP.
8-I	EX. LATHING	BOTH	09/15/18	02/28/19	YES	11/29/19	GRECO DESIGN& DEVELOP.
8-I	INSULATION	BOTH	09/15/18	02/28/19	YES	12/04/18	GRECO DESIGN& DEVELOP.
8-I	SHEAR/HOT MOP	BOTH	09/15/18	02/28/19	YES	12/05/18	GRECO DESIGN& DEVELOP.
8-I	SCRATCH COAT	BOTH	09/15/18	02/28/19	YES	12/13/18	GRECO DESIGN & DEVELOP.
8-I	BROWN COAT	BOTH	09/15/18	02/28/19	YES	12/19/18	GRECO DESIGN & DEVELOP.
8-I	DRYWALL	BOTH	09/15/18	02/28/19	YES	12/08/18	GRECO DESIGN 7 DEVELOP.
9-L	REMODEL	BOTH	08/01/18	08/01/19	NO	NONE	TRI-KROWN CONSTRUCTION
9-L	FOOTING/PLUMBING	BOTH	08/01/18	08/01/19	NO	11/05/18	TRI-KROWN CONSTRUCTION
9-L	FOUNDATION	BOTH	08/01/18	08/01/19	NO	08/01/19	TRI-KROWN CONSTRUCTION
9-L	ROUGH FRAMING	BOTH	08/01/18	08/01/19	NO	12/10/18	TRI-KROWN CONSTRUCTION
9-L	ROUGH HVAC	BOTH	08/01/18	08/01/19	NO	12/10/18	TRI-KROWN CONSTRUCTION
9-L	ROUGH ELECT.	BOTH	08/01/18	08/01/19	NO	12/10/18	TRI-KROWN CONSTRUCTION
9-L	INSULATION	BOTH	08/01/18	08/01/19	NO	12/17/18	TRI-KROWN CONSTRUCTION
9-L	EXT. LATHE	BOTH	08/01/18	08/01/19	NO	12/12/18	TRI-KROWN CONSTRUCTION
9-L	ROUGH PLUMBING	BOTH	08/01/18	08/01/19	NO	12/10/18	TRI-KROWN CONSTRUCTION
9-L	DRYWALL/NAILING	BOTH	08/01/18	08/01/19	N0	01/14/19	TRI-KROWN CONSTRUCTION
9-L	A.C UNIT	BOTH	11/27/18	06/30/19	NO	NONE	HEATWAVE AC & HEATING
12-D	REMODEL	BOTH	09/10/18	03/15/19	YES	03/15/19 NONE	J.C. KRESS CONSTRUCTION
12-D	FOOTINGS	BOTH	09/10/18	03/15/19	YES	09/27/18	J.C.KRESS CONSTRUCTION
12-D	GROUND WORK	BOTH	09/10/18	03/15/19	YES	09/27/18	J.C.KRESS CONSTRUCTION
12-D	SHEAR PANEL	BOTH	09/10/18	03/15/19	YES	10/11/18	J.C.KRESS CONSTRUCTION
12-D	FRAMING	BOTH	09/30/18	03/15/19	YES	10/23/18	J.C.KRESS CONSTRUCTION
12-D	ROUGH ELECT.	BOTH	09/10/18	03/15/19	YES	10/23/18	J.C.KRESS CONSTRUCTION
12-D	ROUGH PLUMBING	BOTH	09/10/18	03/15/19	YES	10/23/18	J.C. KRESS CONSTRUCTION
12-D	EX. LATH	BOTH	09/10/18	03/15/19	YES	10/23/18	J.C.KRESS CONSTRUCTION
12-D	INSULATION	BOTH	09/10/18	03/15/19	YES	10/23/18	J.C. KRESS CONSTRUCTION
12-D	DRYWALL	BOTH	09/10/18	03/15/19	YES	10/26/18	J.C.KRESS CONSTRUCTION
12-D	HVAC	BOTH	09/10/18	03/15/19	YES	10/23/18	J.C.KRESS CONSTRUCTION
13-F	WASH/DRYER	BOTH	12/21/19	03/15/19	YES	03/15/19 NONE	J.C. KRESS CONSTRUCTION
13-F	PLUMB/ELECT	BOTH	12/21/19	03/15/19	YES	01/09/19	JC KRESS CONSTRUCTION
13-F	CENTRAL HEATING	BOTH	12/26/18	03/30/19	NO	02/28/19 FINAL	GREENWOOD HEATING & AIR
14-G	WASHER/DRYER	BOTH	11/26/18	03/15/19/19	YES	03/15/19 NONE	J.C.KRESS CONSTRUCTION
14-G	ROUGH WIRING	BOTH	11/26/18	03/15/19	YES	12/13/18	J.C KRESS CONSTRUCTION
14-G	GROUND PLUMBING	BOTH	11/26/18	03/15/19	YES	12/13/18	J.C. KRESS CONSTRUCTION
16-F	WINDOWS	BOTH	09/05/18	10/05/19	YES	10/05/18	RYDEN CONSTRUCTION
16-F	ROUGH ELECT.	BOTH	11/29/18	02/01/19	YES	12/14/18	CAL CUSTOM INTERIORS
16-F	ROUGH PLUMB.	BOTH	11/29/18	02/01/19	YES	12/14/19	CAL CUSTOM INTERIORS
20-A	REMODEL	BOTH	11/01/18	05/31/19	NO	05/31/19 NONE	KONRAD CONSTUCTION
20-A	GRND. PLUMBING	BOTH	11/01/18	05/31/19	NO	11/29/18	KONRAD CONSTUCTION
20-A	FOOTING	BOTH	11/01/18	05/31/19	NO	11/29/18	KONRAD CONSTUCTION
20-A	ROUGH FRAMING	BOTH	11/01/18	05/31/19	NO	01/09/19	KONRAD CONSTUCTION
20-A	ELECTRICAL	BOTH	11/01/18	05/31/19	NO	01/09/19	KONRAD CONSTUCTION
20-A	ROUGH PLUMBING	BOTH	11/01/18	05/31/19	NO	01/09/19	KONRAD CONSTUCTION
20-A	ROUGH HVAC	BOTH	11/01/18	05/31/19	NO	01/09/19	KONRAD CONSTUCTION
22-I	BATH ROOM REMODEL	BOTH	12/27/18	02/18/19	NO	02/18/19	J.C. KRESS CONSTRUCTION

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(02) TWO**

INSPECTOR: **RAY JONES**

DATE: **THURSDAY 03/15/19**

22-I	UNDERG. PLUMBING	BOTH	12/27/18	02/18/19	NO	01/07/19	JC KRESS CONSTRUCTION
22-I	HEAT PUMP	BOTH	02/28/19	03/01/19	YES	02//28/19 FINAL	GREENWOOD HEATING & AIR
23-B	REMODEL	BOTH	10/30/18	03/29/19	YES	03/29/19 NONE	ROBERTS CONSTRUCTION
23-B	FRAMING	BOTH	10/30/18	03/29/19	YES	01/23/19	ROBERTS CONSTRUCTION
23-B	ROUGH WIRING	BOTH	10/30/18	03/29/19	YES	01/23/19	ROBERTS CONSTRUCTION
23-B	INSULATION	BOTH	10/30/18	03/29/19	YES	01/24/18	ROBERTS CONSTRUCTION
23-B	LATHING	BOTH	10/30/18	03/29/19	YES	01/24/18	ROBERTS CONSTRUCTION
23-B	DRYWALL	BOTH	10/30/18	03/29/19	YES	01/25/18	ROBERTS CONSTRUCTION
23-B	SCRATCH COAT	BOTH	10/30/18	03/29/19	YES	02/05/19	ROBERTS CONSTRUCTION
23-B	BROWN COAT	BOTH	10/30/18	03/29/19	YES	02/15/19	ROBERTS CONSTRUCTION
30-F	REMODEL	BOTH	08/30/18	06/30/19	NO	06/30/19 NONE	RS BUILT CONSTRUCTION
30-F	UNDERGROUND PLUM.	BOTH	08/30/18	06/30/19	NO	11/02/18	RS BUILT CONSTRUCTION
30-F	ROUGH FRAMING	BOTH	08/30/18	06/30/19	N0	11/21/18	RS BUILT CONSTRUCTION
30-F	ROUGH ELECT.	BOTH	08/30/18	06/30/19	NO	11/21/18	RS BUILT CONSTRUCTION
30-F	ROUGH PLUMBING	BOTH	08/30/18	06/30/19	NO	11/21/18	RS BUILT CONSTRUCTION
30-F	WINDOWS	BOTH	08/30/18	06/30/19	NO	11/21/18	RS BUILT CONSTRUCTION
30-F	INSULATION	BOTH	08/30/18	06/30/19	NO	11/30/18	RS BUILT CONSTRUCTION
30-F	CHANNEL	BOTH	08/30/18	06/30/19	N0	12/10/18	RS BUILT CONSTRUCTION
30-F	DRYWALL/VENT HOLES	BOTH	12/19/18	12/20/19	NO	12/19/18	RS BUILT CONSTRUCTION
37-G	GOLFCART PAD	GRF	01/21/19	02/21/19	NO	02/25/19 FINAL	ANGUIANO LAWN CARE INC.
27-H	REMODEL	GRF	04/10/18	08/17/18	YES	NONE	J.M. BERGVIST
27-H	FRAM/R-PLUMBING	BOTH	07/16/18	08/17/18	YES	08/17/18	J.M. BERGVIST
41-D	A.D.A. SHOWER	BOTH	01/28/19	02/28/19	NO	02/28/19 FINAL	NUKOTE
52-D	SCREEN DOOR & PATIC	BOTH	01/02/19	02/15/19	NO	03/01/19 FINAL	LOS AL BUILDERS
42-K	HEAT PUMP	BOTH	01/11/19	04/10/19	NO	02/28/19 FINAL	GREENWOOD HEATING & AIR
44-G	FLOORING	GRF	03/10/19	04/10/19	NO	03/14/19 FINAL	KARYS CARPETS
54-F	SM,BATH REMODEL	BOTH	02/11/19	04/20/19	NO	02/28/19 FINAL	LOS AL BUILDERS
63-C	REMODEL	BOTH	06/15/18	09/30/18	YES	09/13/18 NONE	KONRAD CONSTUCTION
63-C	GROUND WORK	BOTH	06/15/18	09/30/18	YES	07/04/18	KONRAD CONSTUCTION
57-F	HEAT PUMP	BOTH	02/13/19	05/20/19	NO	03/12/19 FINAL	GREENWOOD HEATING & AIR
58-D	3" BASE BOARD	GRF	03/10/19	04/10/19	NO	03/12/19 FINAL	KARYS CARPETS
59-D	SOLOTUBES/SKYLIGHT	BOTH	01/12/19	03/01/19	NO	03/15/19 FINAL	SOLATUBE HOME
68-A	WASHER/DRYER	BOTH	03/04/19	04/30/19	NO	04/30/19	MP CONSTRUCTION
68-A	GROUND WORK	BOTH	03/04/19	04/30/19	NO	02/25/19	MP CONSTRUCTION
68-A	ROUGH WIRING	BOTH	03/04/19	04/30/19	NO	02/25/19	MP CONSTRUCTION
68-A	DRYWALL	BOTH	03/04/19	04/30/19	NO	02/25/19	MP CONSTRUCTION
68-C	REMODEL	BOTH	11/19/18	03/31/19	NO	02/22/19 FINAL	MP CONSTRUCTION
68-C	FRAMING	BOTH	11/19/18	03/31/19	NO	12/19/18	MP CONSTRUCTION
68-C	ROUGH ELECTRICAL	BOTH	12/19/18	03/31/19	NO	12/19/18	MP CONSTRUCTION
68-C	ROUGH PLUMB.	BOTH	11/19/18	03/31/19	NO	12/19/18	MP CONSTRUCTION
68-C	DRYWALL/HARDI BACK	BOTH	11/19/18	03/03/19	NO	01/08/19	MP CONSTRUCTION
68-C	LATHING	BOTH	11/19/18	03/31/19	NO	01/03/19	MP CONSTRUCTION
68-C	SHOWER PAN	BOTH	11/19/18	03/31/19	NO	12/28/18	MP CONSTRUCTION
68-A	WASHER/DRYER	BOTH	03/04/19	04/30/19	NO	04/30/19	MP CONSTRUCTION
71-L	SM. BTH REMODEL	BOTH	02/01/19	04/28/19	NO	03/01/19 FINAL	LOS AL BUILDERS
71-L	FRAMING	BOTH	02/01/19	04/28/19	NO	01/28/19	LOS AL BUILDERS
71-L	PLUMBING	BOTH	02/01/19	04/28/19	NO	01/28/19	LOA AL BUILDING
71-L	HOT MOP	BOTH	02/01/19	04/28/19	NO	01/30/19	LOA AL BUILDERS
71-L	INTER. LATHE	BOTH	02/01/19	04/28/19	NO	02/04/19	LOS AL BUILDERS

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(02) TWO**

INSPECTOR: **RAY JONES**

DATE: **THURSDAY 03/15/19**

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
6-K		08/07/19	03/01/19	03/05/19			
7-J		10/29/18	02/20/19	02/20/19	03/06/19		
10-I		01/07/19					
11-G		03/07/19					
12-G		02/05/19					
13-L		02/08/18	03/12/19				
15-F		11/28/18					
16-F		08/07/18	11/02/18				
21-K		11/08/18	11/08/18				
22-J		07/18/18					
23-L		02/04/19					
24-E		06/28/18					
24-L		06/28/18					
25-J		10/04/18	01/14/19	01/18/19	02/04/19	02/21/19	
26-I		10/19/18					
27-K		06/26/18					
30-B		01/10/19	01/10/19				
34-B		01/11/19	02/11/19	02/19/19	03/06/19		
35-G		09/12/18					
38-G		07/17/18					
39-F		01/07/19	02/12/19	03/05/19			
29-F		01/07/19					
40-A		07/26/18					
40-C		02/08/19					
41-L		07/03/18					
44-J		08/15/18	02/28/19	03/08/19			
43-E		02/06/19	02/11/19				
48-I		03/11/19	03/11/19				
49-F		08/17/18					
53-B		08/30/18					
55-G		07/16/18					
56-E		10/29/18	02/08/19	02/14/19			
57-C		08/23/18					
58-B		06/13/18	11/08/18				
60-B		06/28/18					
62-A		03/22/18					
63-L		09/21/18					
67-A		10/19/18					
68-A		07/17/18	02/22/19	02/22/19			
68-H		12/27/118	02/22/19	03/06/19			
69-A		09/05/18	10/05/18	03/11/19			
69-I		06/13/18					
72-J		01/31/19	03/13/19	03/13/19			

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

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (02) TWO

INSPECTOR: RAY JONES

DATE: THURSDAY 03/15/19

CONTRACTS	
CONTRACTOR	
FENN CONTRACT GOOD THROUGH 2020	TERMITES, PEST, AND BAIT STATIONS
BERGKVIST GOOD THROUGH 2020	TERMITE AND DRYROT REPAIRS
J&J LANDSCAPE GOOD THROUGH 2021	
IMPIRE PIPE SEWER PIPE CLEANING THROUGH 2020	

SPECIAL PROJECTS	
CONTRACTOR	
CALLS AND VISIT TO UNITS 61	

1002 Seal Beach Mutual No. Two
Financial Statement Recap
02/28/2019

P.O. Box 2069
Seal Beach CA 90740

Feb Actual	Feb Budget		2019 Y-T-D Actual	2019 Y-T-D Budget
225,538	225,539	Carrying Charges	451,075	451,078
133,385	133,387	Reserve Funding	266,771	266,774
358,923	**358,926**	**Total Regular Assessments**	**717,846**	**717,852**
2,371	2,557	Service Income	5,907	5,114
6,296	5,780	Financial Income	13,541	11,560
1,737	2,221	Other Income	6,594	4,442
10,403	**10,558**	**Total Other Income**	**26,042**	**21,116**
369,326	**369,484**	**Total Mutual Income**	**743,888**	**738,968**
136,685	136,685	GRF Trust Maintenance Fee	273,370	273,370
17,118	26,974	Utilities	32,318	53,948
1,872	3,594	Professional Fees	2,920	7,188
35,263	50,899	Outside Services	88,237	101,798
20,778	17,946	Taxes & Insurance	41,556	35,892
133,385	133,387	Contributions to Reserves	266,771	266,774
345,102	**369,485**	**Total Expenses Before Off-Budget**	**705,171**	**738,970**
24,225	**(1)**	**Excess Inc/(Exp) Before Off-Budget**	**38,717**	**(2)**
33,568	0	Depreciation Expense	67,693	0
(9,343)	**(1)**	**Excess Inc/(Exp) After Off-Budget**	**(28,975)**	**(2)**
		Restricted Reserves		
1,709	0	Appliance Reserve Equity	68,417	0
16,379	0	Painting Reserve	174,529	0
4,167	0	Landscaping Reserve Equity	44,839	0
0	0	Contingency Operating Equity	64,009	0
26,109	0	Roofing Reserve	1,588,734	0
(9,559)	0	Emergency Reserve Equity	530,455	0
80,133	0	Infrastructure Reserve	1,629,321	0
118,937	**0**	**Total Restricted Reserves**	**4,100,304**	**0**

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL TWO
March 11, 2019

A Special Meeting of the Board of Directors of Seal Beach Mutual Two was called to order by President Esslinger at 9:00 a.m. on Monday, March 11, 2019, in Building Five Second Floor Conference Room.

Those members present were: President Esslinger, Vice President Nugent, Secretary Keller, Chief Financial Officer Jacquelin. Directors Naret, Kilian, Jacobus and MacLaren. Absent: Director Sporcich. Also present were seven Mutual Two Shareholders.

The purpose of the meeting was to prepare the agenda for March 2019 Regular Monthly Meeting.

President Esslinger adjourned the meeting at 10:00 a.m.

Attest
Peggy Keller, Secretary
SEAL BEACH MUTUAL TWO
cv:03/12/19

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

February 26, 2019

GRF BOARD NEWSLETTER

Approved Minutes
MOVED and duly approved the minutes of the January 29, 2010 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting and of February 12, 2019 Special meeting were approved, as presented.

General – Adopt Policy 5177-31, Health Care Center Committee
MOVED and duly approved to adopt Policy 5177-31, Health Care Center Advisory Board, to oversee all matters pertaining to lease compliance, community feedback of the Health Care Center and programs of mutual benefit and the exchange of pertinent information.

General – CAMUTCD, Authorization to Allow Seal Beach Police Department onto Property for Traffic Enforcement
MOVED and duly approved sending notification to the City of Seal Beach that the Golden Rain Foundation Trust Streets within Leisure World Seal Beach comply with CAMUTCD and submit Certification with a request to the City of Seal Beach to adopt, by ordinance or resolution, regulating vehicular traffic on Golden Rain Foundation privately owned roads, per California Vehicle Code (CVC), Section 21107, with City of Seal Beach Police traffic enforcement. Required signage shall be posted by Golden Rain Foundation on the affected roads; and further MOVED and duly approved to authorize the Executive Director to place the required signage, in accordance with the CAMUTCD, that the provisions of the Vehicle Code and Seal Beach Municipal Code are applicable to all Trust property streets within this Community C.V.C 21107.5.

General – Approve February GRF BOD Report
MOVED and duly approved to establish a monthly GRF Board Report for distribution. Further, MOVED and duly approved the February GRF Board Report, as presented.

Architectural Design and Review Committee – Reserve Funding Request – St. Andrews Median Landscape
MOVED and duly approved to approve the replacement of landscaping on St. Andrews medians 1, 4 to 16, in an amount not to exceed $260,282, Reserve funding and authorize the GRF President to sign a contract with Anguiano Lawn Care (plants and irrigation), in the amount of $184,282, and further approve the GRF President to sign a contract, in an amount not to exceed $52,000, for rock boulder installation with the best qualified contractor; funds include a contingent in the amount of $24,000; the ADRC Chair is authorized to review and approve all contingencies.

Architectural Design and Review Committee – Operating Funding Request – Community Facilities Tree Trimming
MOVED and duly approved to award a contract to Anguiano Lawn Care to maintain the Community Facilities tree inventory, for a two (2) year term, 2019-2020, in an amount not to exceed $87,640, Operating funding, and authorize the President sign the contract.

Executive Committee – Confirm 2019 Election Provider
MOVED and duly approved to recommend the Board confirm Accurate Voting Services, as the Inspectors of Election, for the 2019 elections, as set forth in Policy 5025-30.

Executive Committee – Approve GRF Directors Serving on the GAF Board
Removed from agenda.

Executive Committee – Adopt DMS Software Number Format
MOVED and duly approved to adopt the numbering format, for use in the Power DMS tracking system software, as amended.

Finance Committee – Accept January Financial Statements
MOVED and duly approved to accept for audit the financial statements for the month of January 2019, for audit, as presented by the Director of Finance.

Finance Committee – Approve Funds Transfer Request – Reserve Funds
MOVED and duly approved a transfer of $500,000 of reserve funds, from First Foundation Bank to US Bank, following the maturity of a $500,000 CDAR on March 7, 2019, for the purposes of maximizing insured funds and to invest in higher yielding CDs with US Bancorp.

Finance Committee – Approve CD Purchase Request – Reserve Funds
MOVED and duly approved approve the purchase of brokered CDs, from US Bancorp, totaling $300,000 of reserve funds, using funds from the US Bank money market account, all with a 12-month term, at the prevailing interest rates at the time of purchase.

Finance Committee – Approve Funds Transfer Request – Capital Improvement Funds
MOVED and duly approved to authorize the Finance Department to close the non-restricted money market account at First Foundation Bank, as most of these funds are allocated to the Capital Improvement Fund, transferring all funds from this account to the US Bank non-restricted money market account for the purposes of maximizing insured funds and to invest Capital Improvement funds with US Bancorp.

Finance Committee – Approve CD Purchase – Capital Improvement Funds
MOVED and duly approved approve the purchase of two (2) brokered CDs, totaling $500,000 of Capital Improvement funds from the US Bank Money Market account, with a 6-month and a 12-month term, at the prevailing interest rates at the time of purchase and to hold these CDs in a newly established investment account at US Bancorp specifically for holding investments in Capital Improvement Funds.

Finance Committee – Amend Policy 5340-31, Capital Improvement Funds
MOVED and duly approved to amend Policy 5340-31, Capital Improvement Funds, incorporating guidelines on appropriate uses, investing, withdrawing and transferring Capital funds.

Finance Committee – Amend Policy 5115-31, Finance Committee
MOVED and duly approved to amend Policy 5115-31, Finance Committee, to include the duty of reviewing, on a monthly basis, all financial information, as required under applicable sections of the Civil Code.

Physical Property Committee – Capital Funding Request – Administration and Amphitheater Roofs
MOVED and duly approved AWS Consultants to provide services for pre-bidders conference, review of bids received, interview bidders, assist with the selection process, and provide the Construction Contract for the roofing of the Administration and Amphitheater buildings, Capital funding, at a cost not to exceed $3,500, and approve the Executive Director to initiate the action.

Recreation Committee – Capital Funding Request – Patio Sets Purchase, Café Patio
MOVED and duly approved the purchase of four (4) standard patio furniture sets, in an amount not to exceed $8,487.71, Capital Funding, and authorize the Executive Director to initiate the purchase.

Recreation Committee – Amend Policy 1403-50, Commercial Use
MOVED and duly approved to refer Policy 1403-50, Commercial Use, back to the Recreation Committee, for further review.

Security, Bus & Traffic Committee – Rescind Policies 5535-37, Pedestrian Gate Security and 5536-37, Gate Security
MOVED and duly approved to rescind Policies 5535-37, Pedestrian Gate Security and 5536-37, Gate Security, as they are procedures, rather than policies.

Recap of GRF Committees' Activity — January 2019

January 31, 2019, Special Security, Bus & Traffic Committee

- MOVED and recommended the GRF BOD rescind Policy 5535-37, Pedestrian Gate Security, as presented.
- CONCURRED of the Committee to make the proper changes to Policy 5536.01-33, Guest Passes, Policy to be changed to Cost Center 37, Security, and bring back to the next scheduled meeting.
- CONCURRED of the Committee to address policies at the next scheduled meeting: review 5536-37, Gate Security and adopt 5537-37, RFID (Gate Access System).

February 4, 2019, Recreation Committee

- CONCURRED to request staff forward a request to the Finance Committee and GRF Board to replace the café patio tables, which were damaged during a recent storm;
- MOVED to grant an exception to allow the Abilene Club to continue advertising on the Recreation Department marquee;
- MOVED to investigate a two-sided bulletin board and forward to ADRC for color selection to be installed in the mission park area;
- MOVED to forward Clubhouse Four, Phase three, hallway to the Physical Property Committee for final cost, and request Physical Property forward the project to the Finance Committee for Capital Funding, before sending the project to the GRF Board for final approval;
- CONCURRED to include pool stick lockers in the upcoming scheduled maintenance, and request they be emptied;
- MOVED to allow the Golden Age Foundation to facilitate an onsite bicycle repair service for shareholders on a three (3) month trial basis one day a month, either on Wednesday or the Fourth Saturday of the month between 2:00 p.m. - 4:00 p.m.;
- MOVED to recommend the GRF Board amend Policy 1403-50, Commercial Use, as presented;
- MOVED to recommend the GRF Board amend Policy 1445-52, Mission Park, as presented.

February 6, 2019, Physical Property Committee

- MOVED to approve the completion of the Mission Park Gates Project #886-18;
- CONCURRED to allow the owner of Peak Power US, Matt Stoutenburg, access to the Southern California Edison bills to better evaluate solar needs within the community;

- CONCURRED to request staff bring back cost for a 200 AMP panel for lighting and video surveillance at the 1.8 Acres;
- MOVED to recommend the GRF Board approve the use of the AWS roofing consultant for a cost not to exceed $3,500, pending Finance Committee review;
- MOVED to recommend the GRF board withdraw their request to install panic hardware in the Administration Conference Room;
- CONCURRED to approve staff's recommended improvements to be performed by the Service Maintenance Department using the Operating Funds.

February 8, 2019, Executive Committee

- CONCURRED to support an employee intranet;
- MOVED to recommend the GRF Board confirm Accurate Voting Services as the Inspector of Election, for the 2019 GRF Board of Directors election, as set forth in Policy 5025-30;
- MOVED to approve and recommend the GRF Board of Directors approve Anthem Plan A, Option 2 employee benefit plan for the plan year beginning April 1, 2019 and ending March 31, 2020, for full time GRF employees, effective April 1, 2018;
- MOVED to approve non-budgeted Operating Funds to purchase 36 each CERT entry level kits from ProPac, at a cost of $33.54 each, plus shipping and handling, Cost Center 22, for a cost not to exceed $1,500;
- MOVED to approve amendment of the Painter job description, as presented;
- MOVED to forward to the ADRC meeting in February for approval of the proposed design(s) and placement, to the Finance Committee in March, to review availability of non-budgeted operating funds, not to exceed $3,000, Cost Center 20, for employee incentive to purchase the materials for creating an Employee Recognition Wall, as described in the agenda packet;
- MOVED recommend the GRF Board establish a standard monthly report for distribution to all Mutual Boards; the monthly GRF Board report shall contain the GRF Board meeting recap, GRF Committee and Ad hoc Committee monthly summaries of action and a general report on all major projects (projects generally over $10,000). A draft of the GRF Board Monthly Report will be placed upon the GRF Board agenda;
- MOVED to recommend the GRF Board appoint no less than three (3) and no greater than five (5) GRF Board members to sit upon the GAF Board. Appointments to GAF will be made by the GRF President and ratified by the GRF Board. All actions by the appointed GRF Board members serving on the GAF must be fully disclosed and any action by GRF Board members serving on the GAF must be approved by the GRF Board where the GRF members serving on the GAF must recuse themselves from the GRF Boards vote;
- MOVED to recommend the GRF Board adopt the policy number format, for use in the Power DMS policy track system, as amended.

February 11, 2019, Mutual Administration Committee

- CONCURRED to schedule a work study meeting to review all changes to the Realtor Handout, at least two weeks prior to the March Committee meeting, when the Handout will be reviewed;
- MOVED to institute a passport photo service within the Copy & Supply Center and further moved to approve a fee of $10 for passport photo services, to be reviewed annually;
- MOVED to approve the Copy and Supply Center expansion and forward the project to the Physical Properties Committee for final costing; upon securing final costs, forward a Capital funding request to the Finance Committee, and upon securing Capital funding, forward the action to the GRF Board for final approval.

February 13, 2019, Security, Bus & Traffic Committee

- MOVED to approve $200, to provide an offsite shuttle for Leisure World residents, to attend the Seal Beach Chamber of Commerce Annual Health Expo, at the Seal Beach Pier, on May 18, 2019, at 9:00 a.m.,
- MOVED to approve four parking spaces requested by the Community Church within Seal Beach Leisure World;
- MOVED to request the Security Services Director draft a policy on lock outs to be reviewed at the next scheduled meeting;
- MOVED to recommend the GRF BOD rescind Policy 5536-36, Gate Security, as it is a procedure rather than a policy.

February 14, 2019, Communications Committee

- MOVED to forward for the Board's review potential advertising sales and sponsorship of companies advertising CBD and THC products, and further discuss it at the next scheduled Committee meeting;
- CONCURRED to review Policy 2840-36, News Coverage, Policy 5126-36, Communications Committee Function and Policy 5581-36, Advertising Terms and Conditions at the next scheduled Committee meeting.

February 15, 2019, Finance Committee

- MOVED to authorize the Executive Director donate $70 in currency and the collector's coins, valued at $4.38, found in a lock box at the Security main gate office;
- MOVED to recommend the GRF BOD accept for audit, the financial statements for the month of January 2019, as presented by the Director of Finance and as reviewed by the Finance Committee;
- MOVED to recommend the GRF BOD authorize the transfer of $500,000 of reserve funds from First Foundation Bank to US Bank, following the maturity of a $500,000 CDAR on March 7, 2019, for the purposes of maximizing insured funds and to invest with US Bancorp;
- MOVED to recommend the GRF Board authorize the purchase of brokered CDs from US Bancorp totaling $300,000 of reserve funds from US Bank, all with a 12-month term at the prevailing interest rates at the time of purchase;
- MOVED to recommend the GRF BOD authorize the Finance Department to close the non-restricted money market account at First Foundation Bank, transferring all funds from this account to US Bank for the purposes of maximizing insured funds and to invest with US Bancorp;
- MOVED to recommend the GRF Board authorize the purchase of two (2) brokered CDs totaling $500,000 of capital funds from the US Bank Money Market account, with a 6-month and a 12-month term at the prevailing interest rates at the time of purchase and to hold these CDs in a newly established investment account at US Bancorp specifically for holding investments in Capital Improvement Funds;
- MOVED to recommend the GRF Board allocate Capital funding, in the amount of $8,500, for the purchase of four (4) patio sets;
- MOVED to recommend the GRF BOD allocate Reserve funding, for the project identified as St Andrew medians 1 and 4 to 16 landscape replacement, for a total cost not to exceed $270,000;
- MOVED to recommend the GRF Board approve Capital funding, for AWS Consultants to provide services for pre-bidders conference, reviewal of bids received, interview bidders, assist with the selection process, and provide the construction contract for the roofing of the Administration and Amphitheater buildings, at a cost not to exceed $3,500;

- MOVED to allocate non-budgeted Operating funding, for the Employee Recognition Wall Display, in an amount not to exceed $3,000;
- MOVED to recommend the GRF amend Policy 5340-31, Capital Improvement Fund, incorporating guidelines on appropriate uses, investing, withdrawing and transferring Capital funds;
- MOVED to recommend the GRF amend Policy 5115-31, Finance Committee Charter, as presented, to incorporate the additional required steps by the California Civil Code 5500.

February 19, Strategic Planning Ad hoc Committee

- CONCURRED to alphabetize each worksheet and include the location of each line item, as applicable;
- CONCURRED to request the Executive Director review current and future projects and update the spreadsheet as needed prior to the next Committee meeting;
- CONCURRED to request the Recording Secretary send a letter to the Security Bus and Traffic Committee inquiring about the estimated cost of Fleet Replacement and the Committee's estimated timeline for replacement;
- CONCURRED review 2020, 2021 and 2022 projects at the next Committee meeting.

Financial Recap **January 2019**

Financial Recap – January 2019

As of the one-month period ended January 2019, the draft financial reports indicate that GRF is in a favorable financial position with a surplus of $80,346.

Major variances are:

Wages, Taxes & Benefits	59,268	Favorable: Wages $28K; P/R Taxes $8K; Workers' Comp $4K; Group Ins $13K; 401(k) Match $5K
Temporary Agency Fees	(10,183)	Unfavorable: Temporary help for key positions.
Supplies	18,579	Favorable: Less supplies requisitioned in January
Professional Fees	13,681	Favorable: No legal expenses paid in January
Facilities Rentals & Maintenance	38,447	Favorable: Low expenditures in January
Rental Income	(43,261)	Unfavorable: Lower unit sales than planned

Reserve Funds	Fund Balance	Allocated For Current Projects	Allocated For Future Projects	For details, see page
Repairs & Replacements	$9,603,185	$1,700,671	$7,902,514	7

Capital Funds	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Improvements	$1,664,638	$264,250	$1,400,388	8

Total year-to-date approved unbudgeted operating expenses are $3,500.

Project Number:

865-18

Administration Building Elevator

In Progress

In Progress

Action Items Completed:

- Estimated start; first week of January
- Estimated completion; end of March
- Electrical upgrades complete
- Fire Alarm installation in progress

Originating Committee:

Physical Property Committee

April 2, 2018

GRF Board Approval:

April 24, 2018

Approved Budget:

$97,631

Payments to Date:

$66,737

Balance:

$30,894

Funding Source:
Reserve

Project Status:

In Progress

Project Timeline:

GRF Board Approval April 2018 → Project Planning and Implementation → Estimated Completion End of February 2019

PROJECT LEADER: MARK WEAVER PHYSICAL PROPERTY DEPARTMENT

Project Number:

885-18

Bus Stop Signs

Before

In Progress

Action Items Completed:

- 10 Signs on ordered
- Working with transportation on installation

Project Timeline:

GRF Board Approval September 2018 → Project planning and implementation → Estimated Completion Mid February 2019

Originating Committee:

Security, Bus and Traffic Committee

September 4, 2018

GRF Board Approval:

September 25, 2018

Approved Budget:

$6,500

Payments to Date:

$6,500

Balance:

$0

Funding Source:
Capital

Project Status:

In Progress

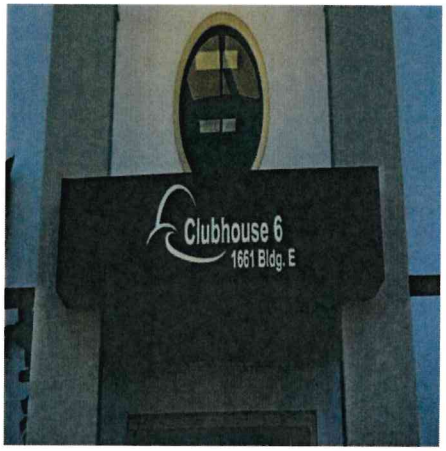
PROJECT LEADER: MARK WEAVER PHYSICAL PROPERTY DEPARTMENT

Project Number:

830-17

Clubhouse Revitalization Project

BEFORE



AFTER

Notes:

- Phase 1 – Clubhouse Six
- Phase 2 – Clubhouse Two – Recreation Committee reviewing next steps

Action Items Completed:

- Flooring, Paint and LED Lights installed
- Stairs and upstairs landing complete
- Building sign installed
- Clubhouse Six opened October 13, 2017
- Draft RFP for Clubhouse Two to send to Recreation Committee for review.
- Project to be reviewed by Facilities and Amenities Revie Ad Hoc Committee

Project Timeline:

GRF Board Approval August 2017 → Project Planning and Implementation → Clubhouse Six Complete

Originating Committee:

Physical Property Committee

August 7, 2017

GRF Board Approval:

August 22, 2017

Approved Budget:

$1,000,000

Payments to Date:

$98,750

Balance:

$901,250

Funding Source:
Reserve

Project Status:

Clubhouse Six Complete

Remainder of project on hold, pending FAR Committee review.

PROJECT LEADER: MARK WEAVER PHYSICAL PROPERTY DEPARTMENT

Project Number:

888-18

Concrete/Roof Improvements - Medical Building

BEFORE

AFTER

Action Items Completed:

- Concrete improvements – Complete
- Roof scheduled for completion Mid-February 2019

Originating Committee:

Physical Property Committee

December 4, 2018

GRF Board Approval:

December 25, 2018

Approved Budget:

$22,756

Payments to Date:

$22,756

Balance:

$0

Funding Source:
Capital

Project Status:

In Process

Project Timeline:

GRF Board approval December 2018 → Project planning and implementation → Estimated complettion begining of March 2019

PROJECT LEADER: MARK WEAVER PHYSICAL PROPERTY DEPARTMENT

Project Number:

889-18

Landscape Improvements – Medical Building

In Progress

In Progress

Action Items Completed:

- Landscape in progress
- Landscape being completed by Anguiano Landscape

Originating Committee:

Physical Property Committee

December 4, 2018

GRF Board Approval:

December 25, 2018

Approved Budget:

$10,429

Payments to Date:

$10,429

Balance:

$0

Funding Source:

Capital

Project Status:

In Process

Project Timeline:

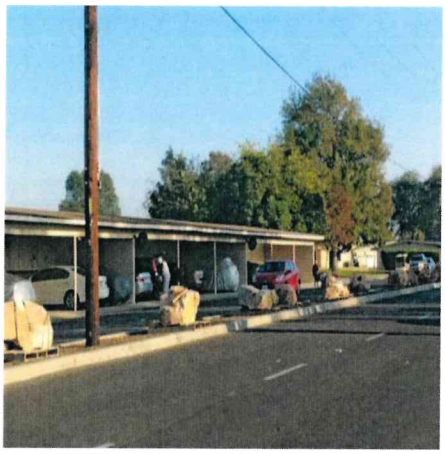
GRF Board Approval December 2018 → Project Planning and Implementation → Estimated Completion beginning of March 2019

PROJECT LEADER: MARK WEAVER PHYSICAL PROPERTY DEPARTMENT

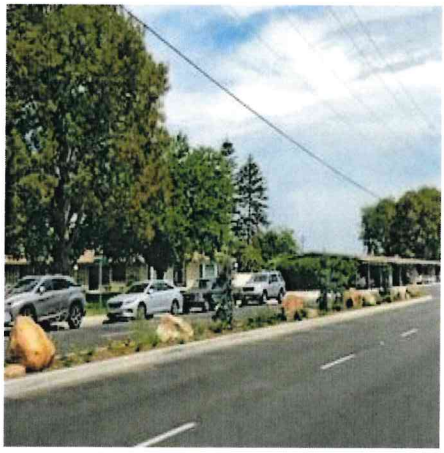
Project Number:

882-18

Landscape Median #2 – St. Andrews



BEFORE



AFTER

Notes:

- The proposed request represents the same cost and amount of materials for the 195 linear foot section of Median #2 as used in the 135 linear foot section of Median #3, which is a 30% reduction in expense.

Action Items Completed:

- Irrigation complete
- Plants put in/ complete
- Boulders complete

Originating Committee:

Physical Property Committee

August 1, 2018

GRF Board Approval:

August 28, 2018

Approved Budget:

$20,000

Payments to Date:

$15,222

Balance:

$4,778

Funding Source:
Reserve

Project Status:

In Progress

Proiect Timeline:

GRF Approval August 2018 → Sample RFP completed for BOD Approval → Pending Completion

PROJECT LEADER: MARK WEAVER PHYSICAL PROPERTY DEPARTMENT

Project Number:

886-18

Mission Park Gates

BEFORE

AFTER

Action Items Completed:

- Three Gates ordered
- Three Gates Installed
- Gates installed by MJ Jurado

Originating Committee:

Physical Property Committee

November 6, 2018

GRF Board Approval:

November 27, 2018

Approved Budget:

$8,520

Payments to Date:

$8,520

Balance:

$0

Funding Source:
Capital

Project Status:

Complete

GRF Board Approval November 2018 → Bid collection and project planning → Project completed December 2018

PROJECT LEADER: MARK WEAVER PHYSICAL PROPERTY DEPARTMENT

Project Number:

591-01B-JK

Perimeter Wall Project – Section J&K

BEFORE

In Progress

Action Items Completed:

- The City and County permits have been obtained
- The project has been placed on hold by OCFC
- On April 24, 2018 OC Flood Control (OCFC) provided notice, the rebuild of the flood control channel along the western section of Trust Property, will be commencing on or about April 30, 2018 to scheduled completion on about July 31, 2018.
- OCFC in process of rebuilding channel roadway
- Storage container revoked at RV Lot
- Repairs scheduled from OCFC on GRF Property to start October 22, 2018
- Waiting for approval to work on wall after completion by OCPW
- Approval received from OCFC to work on the wall, contractor has started construction of the wall, scheduled completion second quarter of 2019.

Project Timeline:

GRF Board Approval January 2015 → Project Planning and inplementation → Estimated Completion Mid 2019

Originating Committee:

Physical Property Committee

January 9, 2015

GRF Board Approval:

January 27, 2015

Approved Budget:

$650,000

Payments to Date:

$174,385

Balance:

$475,615

Funding Source:

Reserve

Project Status:

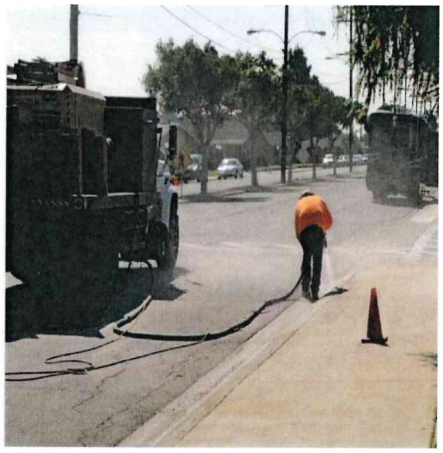
In Progress

PROJECT LEADER: MARK WEAVER PHYSICAL PROPERTY DEPARTMENT

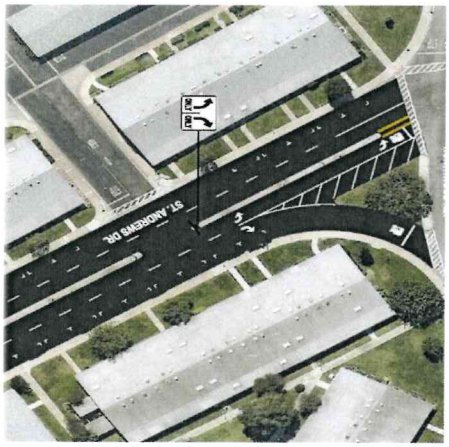
Project Number:

738-15

Trust Property Street Compliance with CAMUTCD



BEFORE



In Progress

Scope of Work:

- Red Curb reset
- Sign reduction
- CAMUTCD Certification

Action Items Completed:

- Contracts executed
- Sandblasting and repainting of red curbs in progress
- Certification by Urban Crossroads in progress
- Finalization of work in progress
- Traffic engineer reviewing for certification

Originating Committee:

Physical Property Committee

April 25, 2017

GRF Board Approval:

April 10, 2017

Approved Budget:

$272,800

Payments to Date:

$145,265

Balance:

$127,535

Funding Source:
Reserve/Capital

Project Status:

95% Complete

Proiect Timeline:

GRF Board Approval April 2017 → Project Planning and Implementation → Estimated Completion 1st Quarter 2019

PROJECT LEADER: MARK WEAVER PHYSICAL PROPERTY DEPARTMENT