

MUTUAL OPERATIONS

SHAREHOLDER REGULATIONS

Carport Regulations - Mutual Sixteen

A. Carport Use

1. Carports are to be used for parking of self-propelled land vehicles in operating condition. Any stored items in the carports must be completely contained in the carport cabinets.
2. Current fire regulations prohibit the storage of fuel oil or any combustible material in the carport areas.
3. All vehicles, when parked in the carports, must be headed in.
4. Bicycles and tricycles in operating condition may be parked under the cabinets in the resident's assigned or rented space. Items such as motorcycles, mopeds, electric carts, electric chairs or scooters, bicycles, tricycles, or wheelchairs may not be parked between self-propelled land vehicles in adjacent carport spaces due to infringement upon another occupant's vehicle space.
5. A ladder or step stool for access to storage, and a wagon or shopping cart may be stored in front of the car.
6. Various grease and other contaminants from vehicles may be dried and contained by sprinkling cat box litter which can then be swept up, bagged, and dropped off at the Transportation Department located in the Service Maintenance Department Yard. A clean, dry carport floor is the responsibility of every shareholder.
7. A motorcycle, electric chair, scooter or electric cart may occupy a carport car space in the absence of a vehicle, but not in addition to a vehicle. As in the case of a car, such parking is the shareholder's responsibility. In the absence of a vehicle, the carport floor space may not be used as a storage area, whether free-standing or in any type of container.
8. Boats or trailers of any size or kind may not be parked in a carport.
9. Parking vehicles in the carport that extend beyond the concrete floor is prohibited.
10. Overhead car covers are not permitted.
11. Any damage sustained to the carport is the responsibility of the assigned resident, not a renter of a carport.
12. During each inspection of the carports by the Mutual Board of Directors, a notice will be

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given to any shareholder whose carport space is found in violation of this policy. Grease and/or oil drippings on the floor, and improperly stored material, must be removed within ten (10) days or the material will be removed at the shareholder's expense.

B. Carport Assignments

1. Carport assignments are controlled and assigned by the Mutual Corporation and a record of assignments is kept in the Stock Transfer Office of the Golden Rain Foundation (GRF).
 - a. Any vehicle parked in a carport must bear a current vehicle decal issued by the GRF Security Department (except as stated in Item 4, a), and a current state license plate and registration.
 - b. No person shall park any vehicle in any carport not assigned to him/her without permission from the Mutual Board of Directors.
2. Shareholders who desire to change carport assignments must obtain approval from the Mutual Board of Directors so that the change can be properly recorded in the Stock Transfer Office.
3. The request for a carport reassignment, if approved, is only temporary and is valid only so long as both participating parties agree to the temporary change. One party determining to withdraw from the agreement may do so, as may the successor owner of that party's apartment. The Mutual Corporation retains, at all times, the authority to revoke and cancel this temporary change of carport assignment at its discretion. The reassignment of carport spaces, herein provided, will automatically become null and void in the event of a sale of the stock representing the other apartment, with absolutely no exceptions to the rules herein provided.
4. Carport space may not be rented, exchanged, or used by anyone who is not a verified resident shareholder of Mutual Sixteen.
 - a. The Mutual Board of Directors may allow temporary, short-term parking of a vehicle used by a house guest in conjunction with a temporary parking permit issued by the Mutual Sixteen President.

C. Carport Cleaning

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1. Carports are cleaned monthly by the Mutual. It is the responsibility of each resident shareholder to have their vehicle removed from the carport on the posted date and time for cleaning.
2. It shall be the responsibility of the assigned shareholder to maintain the carport floor free of excessive rust deposits, oil, or other foreign matter.
3. When a carport is found to have excessive matter, the assigned shareholder shall be notified to clean up the carport.
4. When an assigned resident is notified and fails to clean up the carport of excessive matter, the Mutual shall have it cleaned and will bill the assigned shareholder for all costs.

D. Secondary Carport Storage Cabinets

1. Secondary carport storage cabinets have been developed in an effort to improve the appearance of the community and enhance property values by providing for and making uniform, the appearance of secondary (lower) cabinets.
2. Shareholder shall use the provided standard dimensions shown on diagram 1, of Policy 7502.16 – Carport Regulations.
3. The dimensions of the lower, secondary cabinet must conform to the dimensions of the upper cabinet. The width of the upper and lower cabinet must conform to the same measurements. The lower cabinet doors and hardware must align with the doors and hardware of the upper cabinet. The depth of the lower, secondary storage cabinet must not exceed the depth of the concrete shelf.
4. Exterior paint and hardware must match the existing, standard upper cabinet.
5. The shareholder is responsible for maintaining and repairing any damage to his/her carport cabinet.
6. Secondary cabinets are a non-standard addition. If a subsequent owner does not want the secondary cabinet, the seller must remove the secondary cabinet and restore the area to original condition at seller's (shareholder's) expense.
7. Due to the vulnerability to damage from vehicles being parked in front of the secondary cabinet, no electricity will be installed in any carport storage cabinets.

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8. Installation of secondary cabinets shall not exempt the shareholder from the requirement that vehicles parked in the carport stall shall not extend beyond the drip line of the roof and gutters.
9. Installation of secondary cabinets replaces the shareholder's permission to store a bicycle or tricycle, folding cart, and ladder outside of the standard cabinets.
10. Wood material used for the cabinets must be treated wood. Treated wood must be purchased through Property Management Department. If the wood is treated, the wood material and treatment must be approved by the Building Inspector and done through an approved contractor.

Materials:

- a. Door panels, ends, and sides, 3/4" sanded plywood handy panels, good one side or better; exterior grade.
- b. Top and floor, 1/2" sanded plywood panels, good one side or better, exterior grade.
- c. Framing and center strip for hinges, 2" x 4"
- d. Strips for hinges, 1" x 4"
- e. Front edge of floor finished with 3/4" plywood strip.
- f. Floor shall sit firmly upon treated 2" x 4" boards.
- g. Concrete wheel stop 30" from curb shelf.

Attachments:

- **Upper & Lower Cabinet Diagram (Diagram 1)**
- **Secondary Carport Storage Cabinet Request Form (Shareholder Form)**

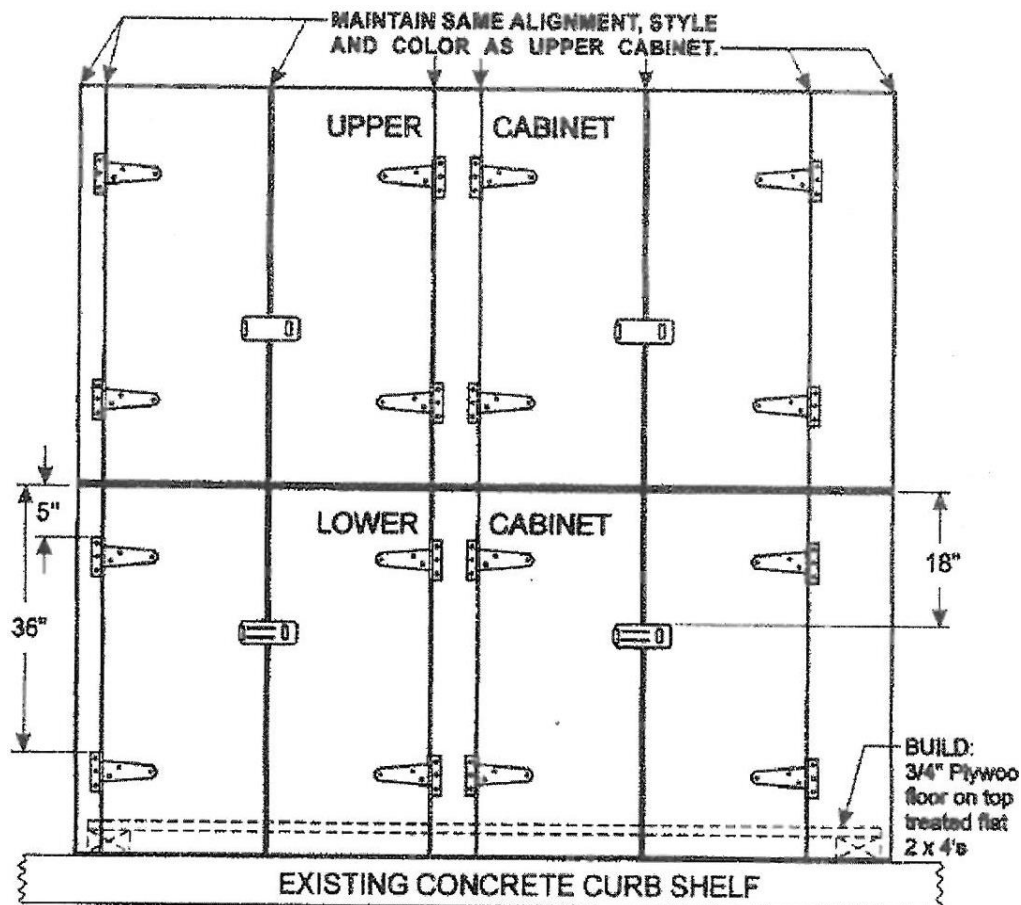
MUTUAL ADOPTION

SIXTEEN: 01-17-05

AMENDMENTS

01-18-10, 10-21-13, 11-3-15, 10-04-16

Diagram 1

MUTUAL OPERATIONS**SHAREHOLDER REGULATIONS****Carpport Regulations - Mutual Sixteen****NOTES:**

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

MATERIALS:

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

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SHAREHOLDER’S REQUEST FOR SECONDARY CARPORT STORAGE CABINETS

1. Mutual Sixteen (16) Shareholders assigned to CARPORT BUILDING #10, ONLY, may be permitted to have Secondary Carport Storage Cabinets installed beneath the existing cabinet, at the shareholder’s expense, with the approval of the Board of Directors and a permit from the GRF Physical Property Department.
2. A licensed contractor shall build the cabinets per the dimensions and specifications shown in Carport Regulation: 7502.16, utilizing paint, and hardware which must match the existing cabinets. After construction, Shareholders are responsible for maintaining and repairing any damage to the newly constructed carport cabinets.
3. Policy 7401 – Contractor License, states that the Mutual will not permit an unlicensed individual to perform work in the Mutual that costs more than \$500.
4. Shareholders that install a Secondary Carport Storage Cabinet without the prior written approval of the Board of Directors and a permit from the GRF Physical Property Department, will be given 30 days notice to remove said construed cabinet at their own expense.
5. If a shareholder’s contractor is not in compliance with the specifications in Carport Regulation: 7502.16, the Mutual Board of Directors will issue written notice of the violation and the shareholder will have 30 days to correct the violation.
6. Any vehicle parked in a carport with Secondary Carport Storage Cabinet installed, must not extend beyond the carport drip line. Secondary Carport Storage Cabinets are non-standard items and may need to be removed at the seller’s expense upon the sale or transfer of the unit.
7. Shareholders requesting approval for the installation of a Secondary Carport Storage Cabinet must sign this document to confirm that, (a.) they have received a copy of Carport Regulation: 7502.16, and a copy of this document and, (b.) they understand and agree to comply with the requirements as addressed in this document and Carport Regulation: 7502.16. Paragraph D. of the regulation refers to the installing of a Secondary Carport Storage Cabinets.

This from to be keep in Physical Property Dept., Shareholders Record of Property

Unit number: _____

Shareholders Printed Name: _____

Date: _____

Shareholders Signature _____