



Mutual Administration Committee

Agenda

Conference Room B
Tuesday, May 9, 2017
1:00 p.m.

1. Call to Order/Pledge of Allegiance
2. Roll Call/Notice of Quorum
3. Chair's Announcements
 - a. Introduction of Guests and Staff:
Randy Ankeny, Executive Director
Jodi Hopkins, Mutual Administration Director
Courtney Knapp, Stock Transfer Supervisor
Ruben Gonzalez, Facilities Manager
Kheara Aquino, Recording Secretary
 - b. Rules of Order
 - c. Chair's Report
4. Approval of Minutes
 - a. Minutes of April 11, 2017 (pp. 1-6)
5. Shareholder/Member Comments – Agenda Items Only
(*Limited to 3 minutes per person*)
6. Correspondence
 - a. N/A
7. Reports
 - a. Facilities Manager's Report (handout)
8. Unfinished Business
 - a. Update of Attorney Review of Policies 1400-33, Co-Occupants and Qualified Permanent Residents; 1801-33, Qualified Permanent Resident & Co-Occupant Agreements; 1802- 33, Qualified Permanent Resident Agreement; and 1804-33, Request for Additional Occupant Entry Update
 - b. ID Card Project Update

- c. Policy Reorganization Sub-committee Update
 - d. Production of New Buyer Video Sub-committee and Sub-committee Members Update
- 9. New Business
 - a. Stock Transfer Office Schedule
- 10. Policies
 - a. Policy 1023-MAC, Pet Ownership Rules – Golden Rain Foundation (pp. 7-8)
 - b. Policy 7501, Mutual Pet Policy (pp. 9-22)
 - c. Policy 1610-33, Membership Eligibility Criteria (pp. 23-24)
- 11. Staff Reports
 - a. Mutual Administration Manager Blessilda Fernandez, Cost Center MAC (pp. 25-29)
 - b. Stock Transfer Supervisor Courtney Knapp, Cost Center 33 (pp. 30-37)
 - c. Executive Director Randy Ankeny
- 12. Shareholder/Member Comments
(Limited to 3 minutes per person)
- 13. President's Comments
- 14. Committee Member Comments
- 15. Next Meeting/Adjournment
 - a. **To be determined**



MUTUAL ADMINISTRATION COMMITTEE MINUTES

Administration Conference Room B

Tuesday, April 11, 2017

1:00 PM

CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting of the Mutual Administration Committee was called to order by Chair Rapp at 1:00 p.m., on Tuesday, April 11, 2017, in Conference Room B. Mrs. Reed led the Committee in the Pledge of Allegiance.

ROLL CALL

Present:	Ms. K. Rapp, Chair	Mr. B. Lukoff
	Mrs. C. Damoci, Ex-Officio	Mr. P. Moore
	Mrs. M. Greer	Mrs. J. Reed
	Ms. S. Hopewell	Ms. P. Snowden
Staff and	Mr. R. Ankeny, Executive Director	
Guests:	Ms. J. Hopkins, Mutual Administration Director	
	Ms. B. Fernandez, Mutual Administration Manager	
	Mr. M. Weaver, Facilities Director	
	Mr. R. Gonzalez, Facilities Manager	
	Ms. C. Knapp, Stock Transfer Supervisor	
	Ms. K. Aquino, Recording Secretary	
	Ms. L. Stone, GRF Representative, Mutual Three	
	Mr. P. Hood, GRF Representative, Mutual Five	
	Ms. H. Tran, GRF Representative, Mutual Fifteen	
	Thirteen shareholder/members	
	Hon. Sandra Massa Lavitt, Mayor	

In accordance with California Civil Code Section 4090, please be advised that a quorum of the Golden Rain Foundation (GRF) Board of Directors (BOD) is present at today's posted meeting. The business of the Mutual Administration Committee will be conducted in accordance with the agenda. As a quorum of the board is present, this meeting will be conducted as a committee meeting *and* a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy and/or provide recommendations to the GRF BOD at its regular Board meeting on the 4th Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes at the next Committee meeting.

CHAIR'S ANNOUNCEMENTS

The Chair welcomed the Committee Members, guests and staff, including GRF President Carole Damoci, Executive Director Randy Ankeny, Mutual Administration Director Jodi Hopkins, Mutual Administration Manager Blessilda Fernandez, Facilities Director Mark Weaver, Facilities Manager Ruben Gonzalez, Stock Transfer Supervisor Courtney Knapp and Recording Secretary Kheara Aquino. She requested that members exhibit an appropriate amount of decorum and turn off cell phones.

MINUTES

The Chair declared the regular meeting minutes of March 14, 2017, approved, as written.

SHAREHOLDER COMMENTS

No shareholder/member spoke on today's Committee agenda items.

CORRESPONDENCE

The Committee received one piece of correspondence, anonymously. The Chair notified the shareholder/members present that if the person who sent the correspondence was present, to send it again, including author's name and Mutual, so that she may bring it to the Committee for discussion.

STAFF REPORTS

The Community Facilities Manager presented the open SRO Report.

UNFINISHED BUSINESS

Update of Attorney Review of Policies 1400-33, Co-Occupants and Qualified Permanent Residents; 1801-33, Qualified Permanent Resident & Co-Occupant Agreements; 1802- 33, Qualified Permanent Resident Agreement; and 1804-33, Request for Additional Occupant Entry Update

The Committee looks forward to receiving an update on the glossary, corresponding to the policies listed above, from corporate counsel.

Policy Reorganization Sub-committee Update

The Policy Reorganization Sub-committee Chair reported the policy categories have been reorganized, and that the Committee is looking forward to completion by July or August.

Production of New Buyer Video Sub-committee and Sub-committee members.

The Production of New Buyer Video Sub-committee Chair reported that there are two videos in progress, the New Buyer Orientation, and the Realtor Video. Mrs. Tran thanked Ms. Snowden for spending time on the power point presentations to be included in the video. Mrs. Tran also asked Dr. Coven to give an update on the New Buyer Orientation video. Dr. Coven stated that she received input from each President, and upon completion the video should be eight minutes long.

POLICIES

Amend Policy 1201-33, Photo Identification Card

Mr. Lukoff MOVED, seconded by Ms. Hopewell and carried unanimously by the Committee members-

To recommend to the GRF BOD the tentative amendment of Policy 1201.33 Photo Identification Cards, to reflect the following: 1) all shareholders to be changed to members, co-occupants, renters 2) First line of the Policy shall read: **Stock Transfer Supervisor** and/or Executive Director 3) beginning of the second paragraph shall read **Upon the transfer of the stock certificate or sale of a unit** 4) the last line of the policy shall read **waiving of fee or fees is at the sole discretion of the Finance Committee.**

STAFF REPORTS

The Mutual Administration Manager presented the Budget Variance Report inclusive through March 2017.

The Mutual Administration Director presented her reports.

The Stock Transfer Supervisor presented her reports.

The Executive Director spoke on the review of Policy 7510 – Eligibility Requirements, moving distribution to another location, new purchasing component to distribution, and the renovation of the Stock Transfer office.

MEMBER COMMENTS

One shareholder/member spoke on various items related to the purview of the Committee.

PRESIDENTS COMMENTS

President Damoci spoke on the new ID cards that will be issued for all Seal Beach Leisure World Residents, and discussed the layout and procedure for the project.

COMMITTEE MEMBER COMMENTS

Seven Committee members spoke on the proceedings of the Committee meeting.

CHAIR'S COMMENTS

The Chair thanked committee members, staff and guests for attending and participating in the meeting. The next scheduled meeting of the Mutual Administration Committee will be Tuesday, May 9, 2017, at 2:00 p.m.

ADJOURNMENT

The Chair adjourned the meeting at 2:34 p.m.

Ms. K. Rapp, Chair
Mutual Administration
kla/04.11.17

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE MUTUAL ADMINISTRATION
COMMITTEE MEETING ON April 11, 2017**

ACTIONS:

- Chair Rapp declared the minutes of the regular meeting of March 14, 2017, approved, as presented;

MOTIONS:

- **TO** recommend the GRF BOD amend Policy 1201-33, Photo Identification Cards.

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COMMUNITY OPERATIONS

USE OF COMMUNITY FACILITIES

Pet Ownership Rules - Golden Rain Foundation

The State of California has adopted, effective January 1, 2001, California Civil Code §~~4715.1360.5~~ related to pet ownership. This section affects pet ownership within Leisure World, Seal Beach. The Golden Rain Foundation (GRF) is not the owner of any property subject to a separate interest. These rules and regulations relate to all of the common areas facilities of the GRF, under and pursuant to its control and as part of the Trust for the community facilities.

1. While traversing ~~over the streets or sidewalks or any~~ common area of the GRF Trust property, the pet must be on a leash not longer than six feet and under the control of, and accompanied by, the pet owner and/or responsible adult at all times and the pet owner and/or responsible adult must have in evidence and in plain view, at all times, a plastic bag and/or a poop scoop device for the purpose of immediately removing any ~~defecated~~ material that may be purged from the animal while walking.
2. All pets, **Service Animals (define)** and **Emotional Support Animals (define)** must be duly registered with Stock Transfer.
3. Owner is responsible for damages or injury caused by the pet, SA and/or ESA.
4. Owner is responsible for ensuring the pet, SA and/or ESA does not disturb normal activities and/or functions upon Trust property.
5. Owner is responsible for compliance with any relevant city, county, and/or state ordinances and/or laws while upon Trust property.
6. If the presence, behavior or actions of the pet, SA and/or ESA constitutes an immediate risk or danger to people, other pets, SA and/or ESA or Trust property, the owner will be asked to remove the pet, SA and/or ESA from Trust property immediately.
7. Pets are not allowed:
 - Within ~~in~~ Trust buildings
 - on the Golf Course
8. Visiting Pets are not admitted without prior approval of the Mutual.

(Feb 17)

COMMUNITY OPERATIONS

USE OF COMMUNITY FACILITIES

Pet Ownership Rules - Golden Rain Foundation

9. This policy supersedes any previous participation in Policy 7501.

Policy

Adopted: 16 Jan 01

Amended: 15 Oct 02

Amended: 22 Apr 11

Amended: 28 Feb 17

GOLDEN RAIN FOUNDATION

Seal Beach, California

(Feb 17)

MUTUAL OPERATIONS**RESIDENT REGULATIONS****Pet Ownership Policy****ARTICLE I - RULES AND REGULATIONS****A. California State Law**

The State of California has enacted a Section of the law which amends the common-interest law pertaining to the Mutual Corporation designated Section §1360.5 of the Civil Code. It is provided that in a common-interest development where there is an owner of a separate interest as defined therein, the owner is entitled to have at least one pet within the confines of the separate interest, subject to reasonable rules and regulations of the association.

B. Definition of Pet

The law defines a "pet" as *"any domesticated bird, cat, dog, aquatic animal kept within an aquarium, or other animal as agreed to between the Association and the homeowner."*

- (1) All members of the reptile and monkey families, as well as any raucous-voiced birds, are prohibited.

The following Paragraph (1) replaces the above Paragraph (1) for Mutual Four and Ten only:

- (1) All members of the snake, monkey and arachnid families, as well as any raucous-voiced birds, are prohibited.

A reptile, such as a small lizard or turtle that is housed in a terrarium or aquarium, is permitted.

- (2) At no time shall it be appropriate for resident owners to house or maintain within the confines of the Mutual any animal commonly known as a farm animal, domesticated farm animal, or any animal commonly maintained on a farm for the purpose of breeding for its fur, feathers, byproducts, or for human consumption, or as may be found in specialty meat markets; farm animals may consist of, but not be limited to: duck, goose, chicken, potbellied pig, piglet, cow, calf, goat, rabbit, lamb, miniature horse, pony, etc.

C. Definition of Rules for Pet Ownership

Similar rules have been enacted pursuant to law by the Federal Government substantially to
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Pet Ownership Policy

the same effect as the California law, and under the federal rules there have been developed criteria as to what are reasonable rules and regulations of the Mutual related to the keeping of pets. Those rules are adopted by the Mutual Corporation as being reasonable rules and regulations for the keeping of a pet, and are set forth in this policy adopted by the Mutual Corporation as Rules and Regulations as pertaining to occupancy of a separate interest within the Mutual Corporation. Those rules are as follows:

- (1) The **number** of quadruped pets per apartment shall be restricted to one. The number of birds per apartment shall be restricted to two (Mutual One, Two, Three, Four, Six, Seven, Ten, Eleven, Twelve, and Sixteen); two pairs (Mutual Eight and Fifteen); four (Mutual Fourteen).

The following Paragraph 1(a) of Article I, Section C is applicable to Mutual Ten and Fourteen only:

- a) Birds brought into Mutual Fourteen as pets must be examined by a veterinarian, vaccinated against all infections, and certified to be free of the avian flu virus. Birds shall be kept inside the resident owner's apartment at all times; they are not allowed in the patio area. The resident owner is responsible for the safe disposal of cage debris. The debris must be sealed in a plastic bag and placed in the trash bin in order not to attract rodents to the area. Birds must be quiet enough not to disturb the resident owner's neighbors. The same general rules shall be applicable for birds as for quadruped animals.

In Mutual Ten, birds shall be kept inside the resident owner's apartment at all times; they are not allowed in the open patio area. The resident owner is responsible for the safe disposal of cage debris. The debris must be sealed in a plastic bag and placed in the trash bin in order not to attract rodents to the area. Birds must be quiet enough not to disturb the resident owner's neighbors. The same general rules shall be applicable for birds as for quadruped animals.

- (2) The breed of the pet shall be of such nature that its weight is not expected to exceed **twenty-five (25) pounds** at time of full maturity.
- (3) Pets are **prohibited from common area facilities**, such as clubhouse facilities, library, Golf course, health care center, Amphitheater, swimming pool area, Administration

Building, lobbies, and laundry rooms. In all other permitted areas, the pet must be on a

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leash not longer than six feet and under the control of, and accompanied by, a resident and/or adult agent of the resident pet owner and/or responsible adult.

- (a) While traversing the streets or sidewalks of the Mutual Corporation while making ingress and egress to or from the resident's apartment, at all times, the resident pet owner and/or responsible adult must have in evidence and in plain view a **plastic bag and/or a poop scoop** device for the purpose of immediately removing any pet waste deposited on any lawn or ground area.
 - (b) In accordance with Seal Beach City Code, Section 3-10.26 - Maintaining Sanitary Conditions, persons allowing their dog or cat to defecate on property other than their own property, shall remove such feces immediately or be subject to a city fine of \$25.
 - (4) The resident pet owner shall immediately, and forthwith, **remove any pet waste** deposited by the pet in all common areas where said pet is permitted.
 - (a) The Mutual Corporation will impose a fine, per occurrence, on any resident pet owner who fails to immediately remove any such pet waste deposited by their pet.
 - (1) The imposed fine shall be \$25, per occurrence or the actual amount charged by the janitorial services company to have one of its employees remove the pet waste, if greater than \$25.
 - (2) The imposed fine shall be paid by the resident pet owner to the Mutual Corporation.
 - (5) Resident pet owners are required to **control noise and odor** caused by a pet. Any noise or odor which adversely affects any other resident is not permitted.
 - (6) All quadruped pets brought into the Mutual by a resident pet owner shall have been **spayed or neutered**.
 - (7) No quadruped pet may be **left unattended** in any dwelling area for more than four (4) hours. All pets must be under the resident pet owner's control in an apartment, so as not to be a hazard to security officers, maintenance staff, fire inspectors, paramedics, mail carriers or service providers or other employees requiring access to an apartment where there are pets.
 - (a) Resident pet owners who, on a temporary basis, allow a neighbor to assume
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responsibility for their pet for a period longer than four (4) consecutive hours must notify the Security Department of the temporary arrangement and provide a sign for the neighbor to post on the exterior of the neighbor's residence, near the front door, notifying service providers and employees who require access to the apartment in an emergency that a pet is temporarily being housed inside the apartment.

The following Paragraph 7(b) of Article 7, Section C is applicable to Mutual One only:

- (b) Any permitted pet must, at all times, be accompanied and under the full control of their owners, no animal shall be left unattended in any fenced, gated or enclosed patio. Pet doors leading to the outdoors and onto open and enclosed patios are not permitted.

Pet doors shall not be installed through front doors, sliding glass doors, windows or walls of any unit or building. All pet doors previously installed prior to 2/1/13 at the discretion of the Board shall be removed at the shareholder's expense to the satisfaction of the Mutual within 30 days after receiving notice from the Mutual Administration Manager.

- (8) All pets to be living within the Mutual, before being registered for admittance, shall have been inoculated in accordance with all federal, state and local laws, and shall be licensed by the City of Seal Beach as required, and shall carry a current license tag on their collar. Said licensing shall be pursuant to all applicable local and state laws and regulations.
 - (a) All properly registered pets (cats and dogs) shall also be required to wear a bright-colored Mutual tag on their collar along with the license tag, thereby showing proof of registration with GRF.
- (9) Pets not owned by a resident shall not be brought upon the premises of the Mutual Corporation.
 - (a) Residents may not, even temporarily, keep a non-registered pet owned by another person in their dwelling unit.

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Pet Ownership Policy

- (10) It shall not be permissible to maintain a pet in a residence unless sanitary standards are maintained governing the disposal of pet waste.

The following Paragraph 10(a) of Article I, Section A, is applicable to Mutual Sixteen only:

- (a) At no time shall it be appropriate for resident shareholders of Mutual No. Sixteen house or maintain within the confines of Seal Beach Mutual No. Sixteen any animal commonly known as a farm animal, domesticated farm animal, or any animal commonly maintained on a farm for the purpose of breeding for its fur, feathers, byproducts or for human consumption, or as may be found in specialty meat markets; farm animals may consist of, but not be limited to: duck, goose, chicken, potbellied pig, piglet, cow, calf, goat, rabbit, lamb, miniature horse, pony, etc.
- (11) Resident pet owners with properly registered pets shall be permitted to walk their pet while pet is on a leash not longer than six feet for the purpose of exercising and/or depositing pet waste on any lawn area.

*Exceptions: **Mutual Twelve:** Resident pet owners who reside outside of Mutual Twelve may not walk their pet on the lawns or grounds of Mutual Twelve; **Mutual Sixteen:** Resident pet owners who reside outside of Mutual Sixteen may not walk their pet on the lawns or grounds of Mutual Sixteen.*

- (a) At all times, the resident pet owner or responsible adult must have in evidence and in plain view a plastic bag and/or a poop scoop device for the purpose of immediately removing any pet waste deposited on any lawn or ground area.
- (b) Provide written documentary proof to the Golden Rain Foundation that the pet to occupy resident's unit is licensed pursuant to all applicable state and local laws and regulations, and will carry a licensed tag as described in Paragraph (9) of Article 1, Section C of the Mutual Pet Ownership Policy,
- (c) Complete and sign a Pet Ownership Registration Form as prepared by the Golden Rain Foundation and the Seal Beach Mutual Corporation in which resident resides pursuant to the Orange County Fair Housing Authority (OCFHA) and Department of Housing and Urban Development (HUD).

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- (d) Provide written proof that the pet has been inoculated before being admitted to be with resident in accordance with all federal, state and local laws.
 - (e) Acknowledge the right of the Golden Rain Foundation, and the Seal Beach Mutual Corporation in which the resident resides, to adopt and implement reasonable rules and regulations governing pet ownership in accordance with Civil Code §1360.5, and agree to be bound thereto, except to the extent modified by the agreement with the Mutual Corporation in which resident resides so as to provide reasonable accommodations to the resident.
- (13) Resident pet owners owning a cat, or another pet using a litter box, are required to change the litter at least twice each week. Resident pet owners are required to separate the pet waste from the litter at least once each day. Pet waste shall be deposited in airtight plastic bags before being deposited in the trash or garbage bins. **Do not** flush kitty litter down the toilet, as this will cause a sewer blockage.
- (14) Resident pet owners owning a cat or dog pursuant to these regulations shall procure a policy of liability insurance in an amount sufficient for the indemnification of other persons who may be injured by the pet of the resident with coverage in an amount sufficient to cover their personal liability.
- (15) Resident pet owners must display a pet ownership decal in a prominent location near the front door of their residence in order to alert security officers, maintenance staff, fire inspectors, mail carriers, or other employees requiring access to an apartment where there are pets.
- (16) Resident pet owners, upon the sale of their apartment, shall have the apartment treated professionally by a licensed pest control company prior to the close of escrow, at the owner's expense.
- (17) In the event of any emergency related to a pet, and in the event there is no state or local authority (or designated agent of such an authority), the Mutual Corporation reserves the right to remove a pet that becomes vicious, displays symptoms of severe illness, or demonstrates other behavior that constitutes an immediate threat to the health or safety of other residents of Seal Beach Leisure World, and/or their guests. Subject to execution of an agreement by the resident pet owner, a representative of the Mutual Corporation, along with the Security Department, may enter the premises, if

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necessary, to remove the pet only if the resident pet owner refuses to remove the pet at the Mutual Corporation's request, or if the Mutual Corporation cannot contact the resident pet owner to make a removal request, and may take such action with respect to the pet as may be permissible under federal, state and local laws, which may include placing the pet in a facility that will provide care and shelter for a period not to exceed thirty (30) days.

(a) Resident pet owner or resident pet owner's estate shall remain responsible for any and all damages, injuries and related expenses caused by the pet, which may include:

(1) Payment of any legal expenses incurred by the Mutual Corporation and Golden Rain Foundation in the enforcement of this policy and provisions.

(18) If the health or safety of a pet is threatened by the death or incapacity of the resident pet owner, or by other factors that render the resident pet owner unable to care for the pet, and pursuant to the authorization in the Pet Ownership Registration Form, the Mutual Corporation may contact a responsible party or parties listed on the Pet Ownership Registration Form for the purpose of removing and caring for the animal. If the responsible party or parties are unwilling or unable to care for the pet, the Mutual Corporation may contact the appropriate state or local authority and request the removal of the pet. If there is no state or local authority, the Mutual Corporation may remove the pet and place it in a facility that will provide care and shelter until the responsible party or representative may be contacted, or the resident pet owner is able to assume responsibility for the pet, but not for longer than thirty (30) days. The cost of the animal care shall be borne by the resident pet owner.

(19) In the event that no resolution, as related to the care of the pet under and pursuant to Article I, Section C, Paragraphs (18) and (19), above is made within thirty (30) days, the Mutual Corporation and/or the Golden Rain Foundation are authorized to deliver the pet to any local humane society or association, either private, state, federal, or county.

ARTICLE II - REGISTRATION OF QUADRUPED PETS

A. All residents bringing quadruped pets onto the Mutual premises shall register their pets with the agent for the Mutual Corporation, to wit: the Golden Rain Foundation Stock Transfer Office. The pet must be registered before it is brought onto the Mutual premises. Further, (Sept 14)

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the pet registration information and licensing must be updated on or before December 31 of each year. The Mutual/GRF Pet Ownership Registration Form will include or be accompanied by:

- (1) A certificate signed by a licensed veterinarian or a state or local authority empowered to inoculate animals, stating that the quadruped pet has received all inoculations required by applicable state, and local laws.
- (2) Information sufficient to identify the pet, and to demonstrate that it is a common household pet.
- (3) The name, address, and telephone number of one or more responsible parties who will care for the pet if the pet owner dies, is incapacitated, or is otherwise unable to care for the pet.
- (4) The resident pet owner shall sign a statement on said Pet Ownership Registration Form indicating that he/she has read the Pet Ownership Policy and agrees to comply with the contents therein. The resident pet owner shall acknowledge that the pet owner and the pet are subject to exclusion from the Mutual Corporation and the dwelling unit if there is not a compliance with the rules and registration requirements. The resident pet owner shall acknowledge that failure to comply with the rules and registration shall be grounds for refusing to permit a pet to be situated in a dwelling unit of the Mutual Corporation, and continued violations may cause termination of the resident pet owner's residency.
- (5) The insurance carrier for the liability insurance required as to the pet, together with the address of the agent, and the amount of coverage procured shall be indicated on the Pet Ownership Registration Form. Resident pet owners shall bring a copy of their insurance policy into the Stock Transfer Office and have a copy made of the cover and declaration pages, which will then be placed in the pet occupancy file. Coverage requirements are outlined in Article 1, Section C, Item (15) of this policy.

ARTICLE III - VIOLATION OF PET OWNERSHIP POLICY

A. In the event of a determination of a violation of the Pet Ownership Policy, the Mutual Corporation shall serve a written notice of the pet rule violation on the resident pet owner.

- (1) Serve a written notice of pet rule violation on the resident pet owner. The written notice

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shall contain a statement of the factual basis for determining which violation has occurred to constitute alleged violation of the Pet Ownership Policy. The written notice shall state that the resident pet owner has ten (10) days from the effective date of service of the notice to:

- (a) Correct the violation (including, in appropriate circumstances, removal of the pet).
 - (b) Make a written request to hold a meeting with the Mutual Board of Directors to discuss the alleged violation.
 - 1. The resident pet owner is entitled to be accompanied by another person of his/her choice at a meeting, if a meeting is requested.
 - (2) The resident pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting, may result in an initiation of procedures to terminate the resident pet owner's occupancy in the Mutual Corporation.
- B. These rules and regulations concerning pets shall have no application to a resident with a bona fide service animal or animal required because of a physical disability of the resident, who requires a service animal specifically trained to assist the resident, under and pursuant to The Americans with Disabilities Act¹ (A.D.A.). In such cases, there shall be a certification as related to such animal, and a verifiable description of the service the animal is specially trained to perform for the disabled person as described in Article IV, Sections A, B and C.

ARTICLE IV - SERVICE ANIMALS

- A. Service Animal means any certified guide dog, signal dog, or other animal individually trained to do work or perform service tasks for the benefit of an individual with a disability including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to the sound of intruders, providing minimal protection or rescue work,

¹ Americans with Disabilities Act, Rules and Regulations regarding service animals, Code of Federal Regulations (28 CFR Part 36-Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities), Subpart A-General, Section 36.104, Definitions

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pulling a wheelchair, fetching dropped items, and any other service task for which the animal has been trained, and which will benefit the disabled person. The purpose of these definitions is to address the issue of rights of access for all disabled persons who are accompanied by a service animal:

- (1) A guide dog is defined as a dog which has been trained or is being specially trained for, or in conjunction with, a school such as Assistance Dogs International for guide dogs to lead in harness and serve as an aid to the mobility of a particular blind person.
 - (2) A hearing dog is defined as a dog which has been or is being specially trained by, or in conjunction with, a school such as Assistance Dogs International for hearing dogs to alert a particular deaf or hearing-impaired person to certain sounds.
 - (3) A service dog is defined as a dog which has been or is being specially trained by, or in conjunction with, a school such as Assistance Dogs International for service dogs to the individual requirements of a physically-disabled person, including, but not limited to, any of the following: pull wheelchair as needed, retrieve or carry dropped items, open and close doors, or provide balance or counter balance.
 - (a) Each school for assistance dogs provides documents of certification, such as an identification card for the individual disabilities of the disabled person and the requirements for a service dog.
- B. Based on the aforementioned A.D.A. descriptions of a service animal, the Mutual Board of Directors hereby adopts the following certification policy in the identification process for the use of a service animal within the confines of the Seal Beach Leisure World Mutual Corporation common area properties:
- (1) Upon request, each service animal owner shall provide the Stock Transfer Agent's Office with an original "Physician's Declaration" form describing, under penalty of perjury, the requirements and the need for a service animal as defined by The A.D.A. The "Physician's Declaration" form shall include a full description of the physical tasks to be performed by the trained service animal for its disabled owner. Please see blank Physician's Declaration attached.
- C. The Seal Beach Leisure World Mutual Corporations further adopt and require compliance with the following exclusion regarding "SERVICE ANIMAL," pursuant to Section 5.303 of

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Title 24-Housing and Urban Development².

- (1) The Mutual Corporation may require that service animals qualify for this exemption, and shall grant this exemption if:
 - (i) The shareholder or prospective shareholder certifies, in writing, that the shareholder, or a member of his or her immediate family, such as a qualified permanent resident or a co-occupant, is a person with a disability;
 - (ii) The animal has been trained to assist persons with that specific disability; and
 - (iii) The animal actually assists the person with that disability.
- (2) Reserved
- (b) Nothing in this Subpart B will:
 - (1) Limit or impair the rights of persons with disabilities;
 - (2) Authorize GRF and Mutual Corporations to limit or impair the rights of persons with disabilities; or
 - (3) Affect any authority that GRF or Mutual Corporations may have to regulate animals that assist persons with disabilities, under federal, state or local laws.

Please see the "Social/Companion Animal Claim Form" or "Service Animal Claim Form," whichever may be appropriate in your circumstance.

ADOPTION DATES BY MUTUAL

• <u>Adoption Date</u>	• <u>Amendment Dates before</u>	• <u>Adopt. Date of</u>	• <u>Amendment Dates of Rewritten Policy</u>
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Code of Federal Regulations, Title 24, Volume 1, Parts 0 to 199, Revised as of April 1, 2000, Housing and Urban Development, Part 5, Subpart C, Pet Ownership for the Elderly or Persons with Disabilities, General Requirements, Section 5.303, Exclusion for animals that assist persons with disabilities.

(Sept 14)

MUTUAL OPERATIONS**RESIDENT REGULATIONS****Pet Ownership Policy**

		<u>Rewrite</u>	<u>Rewrite</u>	
1	07-15-67		01-25-01	05-24-01, 01-24-02, 12-06-02, 09-22-05, 04-26-06, 01-24-14
2	08-17-67	07-16-87, 08-17-00	01-18-01	05-17-01, 02-21-02, 05-15-03, 08-18-05, 07-20-06
3	11-21-66		02-09-01	05-18-01, 01-11-02, 11-08-02, 10-03-05, 03-10-06
4	08-28-67		02-05-01	07-02-01, 01-07-02, 11-04-02, 10-03-05, 05-01-06
5	12-21-66	09-20-00	01-17-01	05-16-01, 01-16-02, 11-20-02, 08-17-05, 03-15-06
6	06-20-69	05-23-00	01-23-01	05-23-01, 01-22-02, 11-26-02, 08-23-05, 03-28-06
7	08-18-67	02-17-84, 11-21-00	01-19-01	07-20-01, 01-18-02, 11-15-02, 10-21-05, 03-17-06, 11-20-13
8	11-28-66		01-22-01	05-25-01, 01-28-02, 11-25-02, 10-24-05, 04-24-06
10	01-16-68	06-26-91	01-24-01	06-27-01, 01-23-02, 11-27-02, 10-26-05, 04-26-06, 01-24-07
11	05-22-69		01-18-01	06-21-01, 03-11-02, 11-21-02, 08-18-05, 04-20-06
12	09-14-67	12-03-99	02-08-01	07-12-01, 01-10-02, 11-14-02, 09-08-05, 03-09-06
15	06-05-67		02-16-01	05-10-01, 01-21-02, 11-18-20, 10-17-05, 03-20-06
16	01-01-68	01-15-90	02-20-01	06-18-01, 01-21-02, 11-18-02, 05-05-05, 01-16-06, 06-19-06

For Mutual 9, see Policy 7501.9**For Mutual Fourteen, see Policy 7501.14****For Mutual Seventeen, see Policy 7501.17**

(Sept 14)

MUTUAL OPERATIONS**RESIDENT REGULATIONS****Pet Ownership Policy****SERVICE ANIMAL CLAIM FORM – ATTACHMENT A**

The following claim form is for exemption from specific Mutual Rules and Regulations regarding ownership of a Service Animal, as provided for under Title 24, Department of Housing and Urban Development (HUD), Part 5 - General HUD Program Requirements; Waivers, Table of Contents, Sub part C - Pet Ownership for the Elderly or Persons with Disabilities; General Requirements Section 5.303, Exclusions for Animals That Assist Persons with Disabilities.

A. In order to qualify for this exemption, all sections of the Service Animal Claim Form must be completed and signed by the eligible shareholder. Upon completion, this form will be submitted to the appropriate Mutual Board of Directors for the purpose of reviewing the qualifications of the applicant/shareholder in granting this requested exemption.

1. I, _____ (name of applicant/shareholder), hereby certify that I have a disability which qualifies me to apply for exemption from certain sections of the Pet Ownership Policy, and that my disability qualifies me to have a Service Animal under the auspices of the above-named HUD Act.

(i) Based on the certification of my attending physician, Dr. _____, the necessary Service Animal so stated on the "Physician's Declaration" form has been trained at: (e.g., *Assistant Dogs International*) per the attached certificate: _____

(ii) I further certify that, upon my command, this Service Animal can perform the following service tasks to assist me with my disability: _____

2. The Board of Directors will review the applicant's request for exemption from **Article 1, Section C, Item 3, and 3a**, of Policy 7501, Pet Ownership Policy.

B. Nothing in this Sub part (B) will:

1. Limit or impair the rights of persons with disabilities; (2) Authorize the Golden Rain Foundation and/or Mutual Corporation to limit or impair the rights of persons with disabilities; or (3) Affect any authority that the Golden Rain Foundation or Mutual Corporation may have to regulate animals that assist persons with disabilities, under federal, state or local laws.

I declare under penalty of perjury under federal, state and local laws, that the foregoing information, and any accompanying statements, is true and correct to the best of my knowledge.

Date

Signature of Applicant/Shareholder

Date

Signature of Legal Representative, if Applicable

-----**FOR OFFICIAL USE ONLY**-----

Based upon the above declaration as filed by _____ (name of applicant/shareholder), the applicant/shareholder is hereby granted an exemption from **Article 1, Section C, Item 3, and 3a**, of Policy 7501, Pet Ownership Policy. **This exemption shall be renewed on the anniversary of this agreement and every year thereafter throughout the tenancy of the applicant/shareholder.**

Date

Signature of Golden Rain Foundation or Mutual Corporation Representative

(Sept 14)

MUTUAL OPERATIONS**RESIDENT REGULATIONS****Pet Ownership Policy****SERVICE ANIMAL - PHYSICIAN'S DECLARATION – ATTACHMENT B**

I, Dr. _____ declare and say:
(Print name here)

1. I am a California-licensed physician acting within the scope of my licensure having education, experience and training in diagnosing disabled persons to qualify them for a Service Animal under the Americans with Disabilities Act and Guidelines.

My office address _____

My office telephone number is _____

2. Patient's Name (please print) _____ for whom this declaration is provided.
2. I have conducted a physical examination of my patient and hereby certify that said patient has a physical disability. Based upon the examination which I conducted, it is my medical opinion that my patient has such a disability that requires a Service Animal to perform physical tasks and assistance. The tasks and assistance that the Service Animal will perform are:

Said patient requires an animal trained to perform the above-stated task(s) to assist my patient with such disability. This patient is capable of caring for a Service animal and for causing the animal to practice the skills required for the disability on a regular basis.

3. I declare, under penalty of perjury under the laws of the State of California, that the foregoing is true and correct. This declaration was executed on:

the _____ day of _____,
Day Month Year

At _____, State of California
Name of City

Type or Print Name of Physician
(Sept 14)

Signature of Physician

COMMUNITY OPERATIONS

CONDITIONS OF MEMBERSHIP

Membership Eligibility Criteria

All persons seeking approval of the Board of Directors of the Golden Rain Foundation to become members of the Foundation shall meet the following eligibility criteria:

1. Meet the eligibility criteria for Mutual occupant stockholders as established by the Mutual Corporation where they propose to reside.
2. Complete the Foundation Membership Application. ~~and deliver the completed application to the Stock Transfer Office.~~
3. Pay the required ~~initiation and all fees~~ **membership fee** in accordance with the regulations adopted by the Foundation.

The detailed regulations on initiation fees are published separately from this ~~regulation~~ **policy**.

~~Officers or committees of the Mutual Board of Directors designated to approve new members are responsible to see that the eligibility criteria of the corporation is equitably applied to all applicants. Approval or disapproval of buyer(s) must be received by the Stock Transfer Office at least eight (8) working days prior to the close of escrow.~~

Policy

Adopted: 20 Oct 70
 Amended: 15 Feb 72
 Amended: 19 Dec 78
 Amended: 19 Jun 84
 Amended: 16 Dec 86 (effective 01-01-87)
 Amended: 21 Jul 87 (effective 08-01-87)
 Amended: 20 Oct 87 (changed from 5050)
 Amended: 19 Feb 91
 Amended: 13 Dec 94

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Dec 94)

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Budget Variance Report - March 2017

Mutual Administration - CC MAC

<u>GL Code</u>	<u>Account Description</u>		<u>Variance</u>	<u>Explanation</u>
6100000	Salaries & Wages	\$	8,882.00	Favorable-due to staffing changes
6140000	Employment Taxes	\$	2,169.00	Favorable: due to staffing changes and actual FUI rate charged: .6% vs. budgeted rate of 2%. Monthly budget includes the Federal payback at the end of the year.
6143000	Group Insurance	\$	4,432.00	Favorable-lower participation than budgeted
6213100	Temporary Agency Fees	\$	(8,697.00)	Unfavorable-additional staff needed (offsets favorable variance in salaries & benefits.)
6211000	Continuing Education	\$	203.00	Favorable- funds to be used at a later
6214000	Meals and Special Events	\$	500.00	Favorable- will be used for Life Options Expo in July
6410000	Office Supplies	\$	515.00	Favorable-conservation efforts to reduce supplies
6410030	Printer/Copier Supplies	\$	(348.00)	Unfavorable-printer supplies needed for staff
6434120	Legal/Fair Housing	\$	7,500.00	Favorable-no expenses at this time
6438000	Other Professional fees	\$	3,200.00	Favorable-no other fees at this time
6951000	Non-Budgeted for Committee	\$	1,000.00	Favorable-will be used by committee
	Total Explained Variances		<u>19,356</u>	

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1020 Golden Rain Foundation
Budget Comparison - GRF
03/31/2017

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P.O. Box 2069
Seal Beach CA 90740

Mar Actuals	Mar Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget
Expenses - Mutual Administration								
28,565	30,308	1,743	6100000 MAC	Salaries & Wages - Mutual Admin	76,770	85,652	8,882	342,608
2,184	2,483	299	6140000 MAC	Employment Taxes - Mutual Admin	7,006	9,175	2,169	28,358
769	832	63	6142000 MAC	Workers' Compensation - Mutual Admin	2,306	2,496	190	7,790
1,636	3,287	1,651	6143000 MAC	Group Insurance - Medical - Mutual Admin	5,429	9,861	4,432	39,444
19	60	41	6143300 MAC	Group Insurance - Dental - Mutual Admin	200	180	(20)	720
36	37	1	6143500 MAC	Group Insurance - Vision - Mutual Admin	121	111	(10)	444
868	732	(136)	6144000 MAC	401(k) Match - Mutual Admin	2,011	2,070	59	8,281
111	130	19	6145000 MAC	Group Insurance - Life - Mutual Admin	318	390	72	1,560
96	151	55	6146000 MAC	Long Term Disability Insurance - Mutual	276	453	177	1,812
197	200	3	6211000 MAC	Continuing Education - Mutual Admin	197	400	203	1,200
3,972	0	(3,972)	6213100 MAC	Temporary Agency Fees - Mutual Admin	8,697	0	(8,697)	0
0	200	200	6214000 MAC	Meals & Special Events - Mutual Admin	0	500	500	1,800
0	15	15	6215000 MAC	Mileage - Mutual Admin	0	30	30	75
65	250	185	6410000 MAC	Office Supplies - Mutual Admin	235	750	515	3,025
0	0	0	6410015 MAC	Computer Supplies - Mutual Admin	0	200	200	1,200
147	0	(147)	6410030 MAC	Printer / Copier Supplies - Mutual Admin	473	125	(348)	500
0	2,500	2,500	6434120 MAC	Legal/Fair Housing - Mutual Admin	0	7,500	7,500	25,000
0	1,600	1,600	6438000 MAC	Other Professional Fees - Mutual Admin	0	3,200	3,200	8,000
105	0	(105)	6482000 MAC	Dues, Memberships & Books - Mutual Admin	153	200	47	800
0	0	0	6951000 MAC	Committee Discretionary Expense - Mutual	0	1,000	1,000	1,000
38,769	42,785	4,016		Total Expenses	104,192	124,293	20,101	473,617
39,468	39,468	0	5330000 MAC	Income / Refund from Mutuals - Mutual Ad	118,404	118,404	0	473,617
39,468	39,468	0		Total Cost Recovery	118,404	118,404	0	473,617
Off Budget Items								
699	(3,317)	4,016		Net Income / (Expense)	14,212	(5,889)	20,101	0

Mutual Administration

April 2017 - Monthly Reports

LETTERS

	MUTUAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
1	One	2	451	14	32									499
2	Two	11	10	22	13									56
3	Three	2	2	3	3									10
4	Four	6	7	3	11									27
5	Five	16	21	6	3									46
6	Six	1	12	1	3									17
7	Seven	3	3	1	0									7
8	Eight	1	3	2	5									11
9	Nine	14	10	8	12									44
10	Ten	0	4	1	0									5
11	Eleven	1	1	16	14									32
12	Twelve	16	6	8	517									547
14	Fourteen	16	4	12	4									36
15	Fifteen	4	0	1	13									18
16	Sixteen	0	0	0	10									10
17	Seventeen	1	0	0	0									1
2017 Totals:		94	534	98	640	0	0	0	0	0	0	0	0	1,366
2016 Totals:		143	104	116	114	90	64	30	104	135	111	119	371	1,501

Mutual Administration
April 2017 - Monthly Reports

COLLECTIONS (Delinquent Accounts, Legal Fees)

P28

MUTUAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
One	\$6,418.68	\$418.68	\$890.00	\$2,896.00									\$10,623.36
Two	\$2,124.95	\$900.00	\$1,800.00	\$4,021.00									\$8,845.95
Three	\$6,881.25	\$0.00	\$8,163.00	\$10,347.00									\$25,391.25
Four	\$100.00	\$4,450.00	\$100.00	\$6,100.00									\$10,750.00
Five	\$560.00	\$0.00	\$396.00	\$0.00									\$956.00
Six	\$0.00	\$509.15	\$1,754.00	\$465.00									\$2,728.15
Seven	\$0.00	\$0.00	\$0.00	\$1,300.00									\$1,300.00
Eight	\$0.00	\$0.00	\$160.00	\$662.00									\$822.00
Nine	\$0.00	\$3,072.70	\$3,181.00	\$2,196.00									\$8,449.70
Ten	\$0.00	\$527.74	\$0.00	\$0.00									\$527.74
Eleven	\$0.00	\$0.00	\$834.00	\$4,593.00									\$5,427.00
Twelve	\$1,184.81	\$2,886.33	\$910.00	\$456.00									\$5,437.14
Fourteen	\$2,965.98	\$3,379.22	\$1,655.00	\$1,645.00									\$9,645.20
Fifteen	\$0.00	\$2,622.00	\$0.00	\$0.00									\$2,622.00
Sixteen	\$0.00	\$921.28	\$0.00	\$0.00									\$921.28
Seventeen	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00
TOTALS:	\$20,235.67	\$19,687.10	\$19,843.00	\$34,681.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$94,446.77

Collections through April 2017:		\$94,446.77	164%
Collections through April 2016:		\$57,628.00	

Mutual Administration

April 2017 - Monthly Reports

OPEN CASES

MUTUAL		OPEN CASES	CLOSED CASES
1	One	30	0
2	Two	12	3
3	Three	5	0
4	Four	7	1
5	Five	4	0
6	Six	5	0
7	Seven	5	0
8	Eight	3	0
9	Nine	2	0
10	Ten	5	0
11	Eleven	4	0
12	Twelve	2	0
14	Fourteen	3	0
15	Fifteen	5	0
16	Sixteen	0	0
17	Seventeen	1	0
2017 Totals:		93	4

Budget Variance Report - March 2017

Stock Transfer/Distribution - Cost Center #33

<u>GL Code</u>	<u>Account Description</u>	<u>Variance</u>	<u>Explanation</u>
6100000	Salaries & Wages	(3,833.00)	unfavorable - vacation payout accrued in Cost Center 20, and overtime pay for staff
6143000	Group Insurance - Medical	(1,272.00)	unfavorable - participation greater than budgeted
6434115	Legal Fees - Trust Review	1,580.00	favorable - fewer trusts sent to attorney for review than anticipated
6484500	Postage	2,980.00	favorable - reduction in number of mailings
5345000	Certificate Preparation Fee - Escrow	12,850.00	favorable - increase in number of escrows
5345001	Certificate Preparation Fee - Non Escrow	4,100.00	favorable - increase in number of transfers
5380330	Guest Pass Income	(12,158.00)	unfavorable - decrease in guest pass
5380332	Trust Processing Fee	(1,846.00)	unfavorable - decrease in number of trusts sent to attorney for review

Total Explained Variances	2,401.00
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1020 Golden Rain Foundation
Budget Comparison - GRF
03/31/2017

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P.O. Box 2069
Seal Beach CA 90740

Mar Actuals	Mar Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget
Expenses - Stock Transfer								
26,157	23,440	(2,717)	6100000 33	Salaries & Wages - Mutual Admin	70,077	66,244	(3,833)	264,976
2,138	1,952	(186)	6140000 33	Employment Taxes - Mutual Admin	6,753	7,314	561	22,078
259	280	21	6142000 33	Workers' Compensation - Mutual Admin	777	840	63	2,618
1,612	1,381	(231)	6143000 33	Group Insurance - Medical - Mutual Admin	5,415	4,143	(1,272)	16,572
20	60	40	6143300 33	Group Insurance - Dental - Mutual Admin	159	180	21	720
36	52	16	6143500 33	Group Insurance - Vision - Mutual Admin	120	156	36	624
401	531	130	6144000 33	401(k) Match - Mutual Admin	1,225	1,501	276	6,004
91	100	9	6145000 33	Group Insurance - Life - Mutual Admin	273	300	27	1,200
86	117	31	6146000 33	Long Term Disability Insurance - Mutual	257	351	94	1,404
0	200	200	6211000 33	Continuing Education - Mutual Admin	0	200	200	600
197	250	53	6410000 33	Office Supplies - Mutual Admin	547	775	228	3,025
53	0	(53)	6410010 33	Hospitality - Mutual Admin	93	100	7	500
0	250	250	6410015 33	Computer Supplies - Mutual Admin	0	250	250	1,035
1,206	760	(446)	6410030 33	Printer / Copier Supplies - Mutual Admin	2,072	2,280	208	10,000
0	1,500	1,500	6410033 33	Guest Pass Printing - Mutual Admin	400	1,500	1,100	15,000
2,750	2,360	(390)	6434115 33	Legal Fees - Trust Review - Mutual Admin	5,500	7,080	1,580	28,325
38	38	0	6435100 33	Bank Service Fees - Mutual Admin	127	114	(13)	456
581	700	119	6444000 33	Equipment Rental - Mutual Admin	1,744	2,160	416	9,761
0	0	0	6472000 33	Equipment Repair & Maintenance - Mutual	0	250	250	1,000
1,013	1,500	487	6478000 33	Service Contracts - Mutual Admin	4,557	4,500	(57)	18,890
16,074	15,600	(474)	6482500 33	Election Expense - Mutual Admin	16,074	15,600	(474)	63,070
0	0	0	6483201 33	Mailouts - Periodic - Mutual Admin	0	0	0	250
0	0	0	6484000 33	Permits & Licenses - Mutual Admin	0	0	0	100
3,020	3,000	(20)	6484500 33	Postage - Mutual Admin	6,020	9,000	2,980	36,000
55,733	54,071	(1,662)		Total Expenses	122,187	124,838	2,651	504,208
Other Cost Recovery								
27,200	14,750	12,450	5345000 33	Certificate Preparation Fee - Escrow - M	52,300	39,450	12,850	194,150
5,500	3,500	2,000	5345001 33	Certificate Preparation Fee - Non-Escrow	14,600	10,500	4,100	43,950
1,405	1,739	(334)	5380330 33	Guest Pass Income - Mutual Admin	11,305	23,797	(12,492)	39,445
1,199	300	899	5380331 33	Copy Fee Income - Mutual Admin	2,180	900	1,280	3,600
3,400	3,532	(132)	5380332 33	Trust Processing Fee - Mutual Admin	8,750	10,596	(1,846)	42,375
380	237	143	5380333 33	Member ID Card Income - Mutual Admin.	900	711	189	2,845
40	84	(44)	5380334 33	Map Sales Income - Mutual Admin.	40	252	(212)	1,000
430	209	221	5380335 33	Realtor's Service Pass - Mutual Admin.	1,450	627	823	2,500
705	282	423	5385000 33	Other Income - Mutual Admin	2,105	846	1,259	3,380
40,259	24,633	15,626		Total Other Cost Recovery	93,630	87,679	5,951	333,245
14,247	14,247	0	5330000 33	Income / Refund from Mutuals - Mutual Ad	42,741	42,741	0	170,963

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1020 Golden Rain Foundation
Budget Comparison - GRF
03/31/2017

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P.O. Box 2069
Seal Beach CA 90740

Mar Actuals	Mar Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget
54,506	38,880	15,626		Total Cost Recovery	136,371	130,420	5,951	504,208
				Off Budget Items				
(1,227)	(15,191)	13,964		Net Income / (Expense)	14,184	5,582	8,602	0

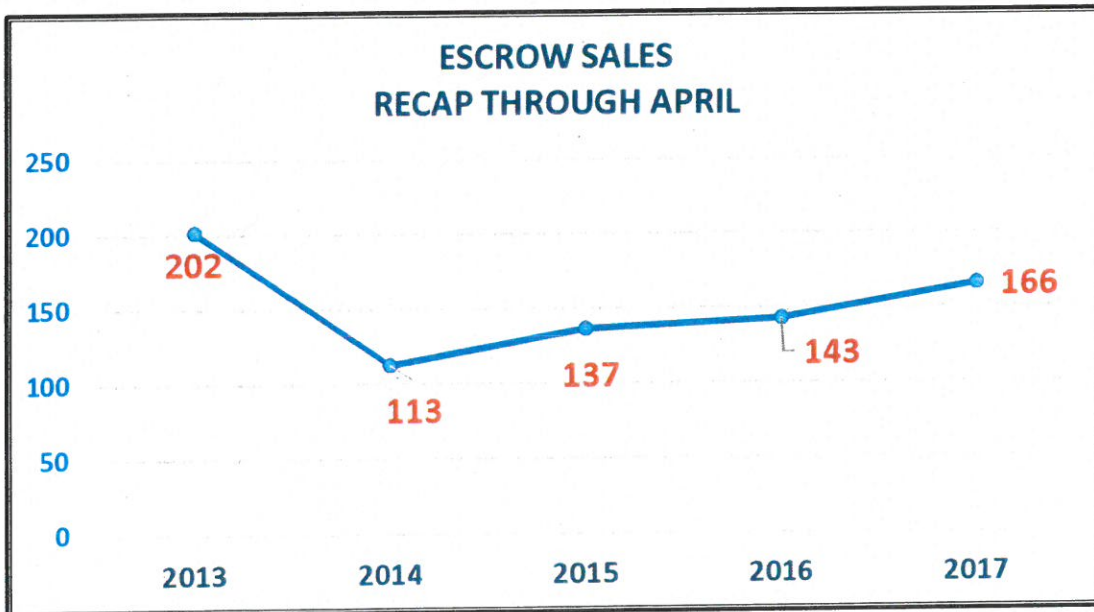
Stock Transfer

April 2017 - Monthly Reports

ESCROW

MUTUAL		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
1	One	5	7	6	1									19
2	Two	3	5	9	6									23
3	Three	1	2	5	8									16
4	Four	4	2	3	0									9
5	Five	3	0	4	4									11
6	Six	1	3	5	2									11
7	Seven	4	1	1	7									13
8	Eight	1	1	1	2									5
9	Nine	2	2	4	1									9
10	Ten	1	0	1	0									2
11	Eleven	1	1	2	6									10
12	Twelve	3	1	5	2									11
14	Fourteen	1	3	0	6									10
15	Fifteen	5	1	6	1									13
16	Sixteen	0	0	0	0									0
17	Seventeen	0	0	4	0									4
TOTALS:		35	29	56	46	0	0	0	0	0	0	0	0	166

ESCROW RECAP	SALES		Percentage Comparisons			
	Sales	Prices		Sales		Prices
Total through April 2017	166	\$ 37,051,737.00	2017	2012 - 2016		
Total through April 2016	143	\$ 29,402,468.00	2016	16%		26%
Total through April 2015	137	\$ 27,068,299.00	2015	4%		9%
Total through April 2014	113	\$ 22,251,800.00	2014	21%		22%
Total through April 2013	202	\$ 26,130,650.00	2013	-44%		-15%



Stock Transfer

April 2017 - Monthly Reports

ATTORNEY TRUST REVIEWS

MUTUAL		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
1	One	1	1	2	1									5
2	Two	2	4	6	1									13
3	Three	2	1	1	1									5
4	Four	2	0	0	0									2
5	Five	0	2	3	2									7
6	Six	1	0	1	3									5
7	Seven	2	1	1	0									4
8	Eight	2	1	2	1									6
9	Nine	1	2	3	1									7
10	Ten	0	1	1	2									4
11	Eleven	1	0	1	1									3
12	Twelve	0	2	3	0									5
14	Fourteen	4	0	3	0									7
15	Fifteen	3	1	2	1									7
16	Sixteen	0	0	0	0									0
17	Seventeen	0	1	1	1									3
2017 Totals:		21	17	30	15	0	0	0	0	0	0	0	0	83

Trust Reviews through April 2017:		83	37.35%
Trust Reviews through April 2016:		114	

Stock Transfer

April 2017 - Monthly Reports

REGISTRATIONS

MUTUAL		CAREGIVERS	DOGS	CATS	OTHERS	SERVICE ESA
1	One	36	94	49	5	6
2	Two	60	86	49	4	3
3	Three	12	52	21	1	2
4	Four	17	38	27	0	0
5	Five	26	42	19	1	1
6	Six	24	47	18	0	1
7	Seven	16	43	31	0	0
8	Eight	11	39	14	2	6
9	Nine	25	61	20	1	2
10	Ten	22	29	20	1	4
11	Eleven	20	27	12	1	1
12	Twelve	49	39	19	0	6
14	Fourteen	33	46	20	4	4
15	Fifteen	21	57	31	7	3
16	Sixteen	3	3	3	0	0
17	Seventeen	19	10	8	1	0
2017 Totals:		394	713	361	28	39

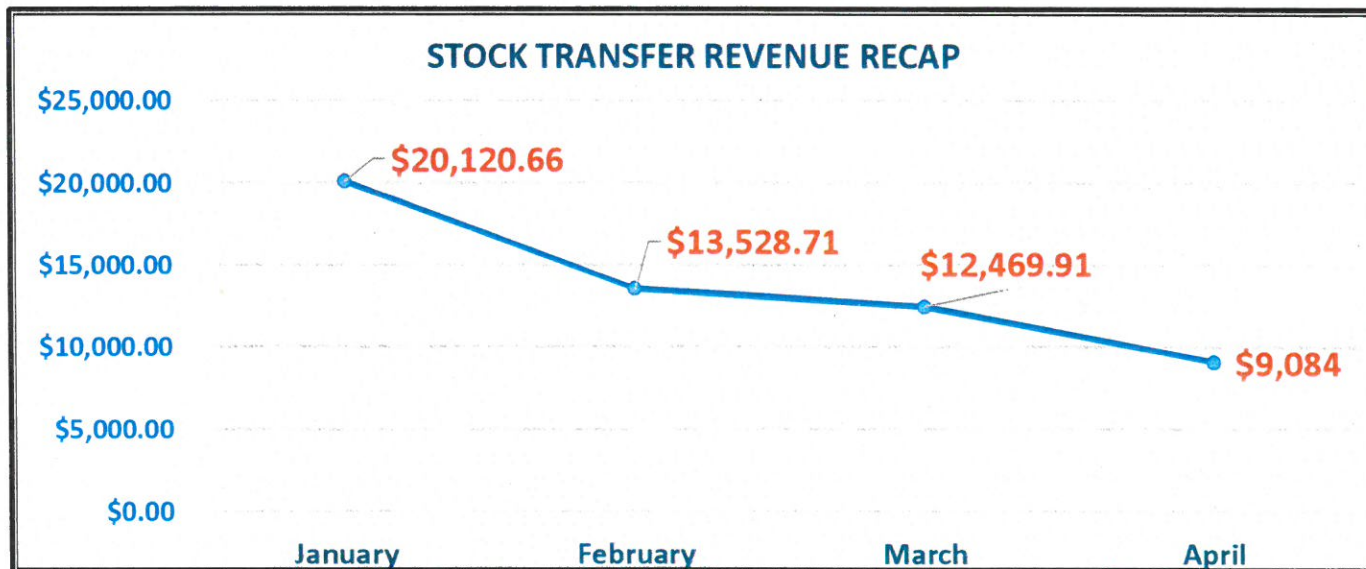
Total Pets & Animals:	1,141
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Stock Transfer

April 2017 - Monthly Reports

STOCK TRANSFER REVENUE

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Guest Passes	\$6,860	\$3,040	\$1,405	\$600									\$11,905
ID Card	\$260	\$260	\$380	\$80									\$980
Distribution	\$551	\$431	\$535	\$380									\$1,897
Transfers	\$3,950	\$5,150	\$5,500	\$5,150									\$19,750
Co-Occupant Set-Up	\$400	\$800	\$500	\$200									\$1,900
Trust Review Fees	\$2,450	\$2,900	\$3,400	\$1,675									\$10,425
Realtor Passes	\$430	\$600	\$420	\$445									\$1,895
Map Sales	\$0	\$0	\$40	\$90									\$130
RF Mutual 17 Leases	\$5,220	\$348	\$290	\$464									\$6,322
2017 Totals:	\$20,121	\$13,529	\$12,470	\$9,084	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55,204



Stock Transfer

April 2017 - Monthly Reports

GUEST PASSES

	MUTUAL	#	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
1	One	0	0	0	0	0									0
2	Two	4	160	56	25	20									261
3	Three	2	33	28	6	9									76
4	Four	0	0	0	0	0									0
5	Five	4	89	28	26	5									148
6	Six	0	0	0	0	0									0
7	Seven	4	65	22	20	8									115
8	Eight	2	23	25	6	4									58
9	Nine	0	0	0	0	0									0
10	Ten	4	96	22	5	4									127
11	Eleven	4	88	19	13	0									120
12	Twelve	0	0	0	0	0									0
14	Fourteen	0	0	0	0	0									0
15	Fifteen	4	155	49	18	9									231
16	Sixteen	4	0	7	2	2									11
17	Seventeen	0	0	0	0	0									0
2017 Totals:			709	256	121	61	0	0	0	0	0	0	0	0	1147