# MINUTES OF THE REGULAR MONTHLY MEETING OF THE PRESIDENTS' COUNCIL SEAL BEACH LEISURE WORLD April 2, 2015

The Regular Monthly Meeting of the Presidents' Council of Seal Beach Leisure World was convened at 9:02 a.m. by President Crandall on Thursday, April 2, 2015, in Clubhouse Four, followed by the *Pledge of Allegiance*.

#### MEMBERS PRESENT

MUTUAL ONE Ms. Luther-Stark MUTUAL TWO Mr. Williams (9:30 a.m.) MUTUAL THREE Mrs. Rutledge MUTUAL FOUR Mr. Slater MUTUAL FIVE Dr. Coven MUTUAL SIX Mr. Garrett MUTUAL SEVEN Mr. Bennett MUTUAL EIGHT Mr. Fugua MUTUAL NINE Mr. Walz MUTUAL TEN Ms. Arlart MUTUAL ELEVEN Mr. Mandeville MUTUAL TWELVE Ms. Findlay MUTUAL FOURTEEN Ms. Pepper MUTUAL FIFTEEN Mr. Crandall MUTUAL SIXTEEN Mr. Grenrock MUTUAL SEVENTEEN Mr. Hayes

#### **GUESTS**

Ms. Winkler, GRF Representative, Mutual Ten/GRF President

Mrs. Damoci, GRF Representative, Mutual Twelve/GRF Vice President

Ms. Almeida, Vice President, Mutual One

Ms. LaRoche, Vice President, Mutual Three

Ms. Trembly, Vice President, Mutual Five

Mrs. Fellows, CFO, Mutual Seven

Ms. Berg, Vice President/CFO, Mutual Eight

Mr. Dodero, CFO, Mutual Nine

Ms. Cummings, Vice President, Mutual Ten

Ms. Ferraro, Vice President/CFO, Mutual Twelve

Mrs. Destra, CFO, Mutual Fourteen

Mrs. Obenauer, Vice President, Mutual Fifteen Ms. Merrifield, Vice President, Mutual Sixteen

Mrs. Poe, Vice President/Treasurer, Mutual Seventeen

#### **STAFF**

Mr. Ankeny, Executive Director

Mrs. Weller, Mutual Administration Director

Mr. Weaver, Facilities Director

Mr. Guerrero, Security Chief Mr. Cabrera, Security Deputy Chief

Mrs. Rodgers, Purchasing Supervisor

Mrs. Westphal, Mutual Recording Secretary

#### **INTRODUCTIONS/ANNOUNCEMENTS**

Mr. Crandall welcomed guests and staff to the meeting, and each President introduced the invited guest from their Mutual.

#### **MINUTES**

Mr. Crandall asked for corrections to the March 5, 2015, Presidents' Council minutes. There being none, he declared the minutes approved as published.

#### **GRF PRESIDENT'S REPORT**

GRF President Winkler introduced the attending GRF Representatives Damoci, Rapp, Hood, Lukoff, Reed, Stone, and Snowden.

Ms. Winkler extended a big thanks to Suzie Smith, a Director in Mutual Four, for making a spreadsheet on landscapers in the community. She mentioned that the Physical Property Council Meeting was that afternoon, and it is a good way for the GRF to learn what the Mutuals are concerned about. She said that there is a lot of information about fire safety in *The NEWS* for shareholders/residents to read; fires are of considerable concern and increase Leisure World's insurance rates.

Ms. Winkler said that the community is going to have to face the issue of water conservation and start working on the budgets with it in mind.

Ms. Winkler interjected that Leisure World is a good model for retirement communities and leadership because of all the volunteers it has. She said to get involved, go to the meetings; we need leaders that make a strong community possible.

## **GRF TREASURER'S REPORT**

Ms. Stone reminded the Council members to place on their upcoming agendas the motion to authorize the Finance Department to open a new checking account at U.S. Bank for the purpose of managing seller repair and tax deposits held until the unit is sold and the tax liability is relieved and for transferring this responsibility from the Golden Rain Foundation to each Mutual. Also, to authorize the Finance Department to fund the new account with repair and tax deposit funds currently held by the Golden Rain Foundation that belongs to the Mutuals.

#### SECURITY CHIEF'S REPORT

Mr. Guerrero presented a sample of the new GRF Parking Etiquette Courtesy Notice his department would like to use in the Mutuals and community. He welcomes any suggestions/improvements. His department hopes this courtesy notice, along with other means, will help with the traffic rules enforcement.

(Security Deputy Chief Cabrera left the meeting at 9:20 a.m.)

# **PURCHASING SUPERVISOR'S REPORT**

Mrs. Rodgers presented fire suppression products available in her department. The new Auto-Out fire suppression product is less expensive (\$34.15) than the FireStop product and has a six-year warranty.

Mr. Ankeny said the GRF is learning a lot about fires. There is a need to look at installing ridge vents on the roofs. Also it was learned that teenagers sleep through fire alarms and now there are voice alarms that have been shown to wake people up more effectively than alarms. He said that one of the good things about the fire suppressant products is at least they give firemen more time to arrive.

Mrs. Rodgers reported that her department is having a surplus equipment sale. Esther Cummings modeled the safety jacket available from the Purchasing Department.

# MUTUAL ADMINISTRATION MANAGER'S REPORT

In speaking about the recent fire in Mutual Eleven, Mrs. Weller praised Mr. Ankeny for helping to make the GRF employees, as well as shareholders, a team who are all together in "our home town."

Mrs. Weller spoke about the proposed IDR policy which gives the ability for shareholders to come to their Boards with a dispute. The Mutuals cannot refuse a shareholder an IDR, but the shareholder may refuse if the Mutual is the requester. She said she would like feedback about the policy from the Mutual Boards.

Mrs. Weller reviewed her Mutual Administration Activity Recap for March 2015 (attached).

# FACILITIES DIRECTOR'S REPORT

Mr. Weaver reported that the SCE transformer replacement project is working well. Notices are being hung three days prior to each replacement. He reported that one of the old transformers recently went out in Mutual Five, and it was one that was not scheduled to be replaced.

Mr. Weaver reported which Mutuals he needs to hear from regarding participation in the SCE Energy Saving Assistance (ESA) Program. He said that all but two of the Mutuals joined the SCE Multifamily Energy Efficiency Rebate Program.

Mr. Weaver reported that the community is still on the three-day watering schedule for water conservation.

#### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Ankeny reported that there have been funny rumors about what is happening with the Globe due to the covering on it. There is also a rumor about the GRF building a new six million dollar swimming pool. The GRF is just investigating enhancing the existing pool.

Mr. Ankeny reported that the GRF is installing a credit card system and the cards will be accepted in the Purchasing Department and Physical Property Department.

He said he hopes to have the nice, new microphones for the next Presidents' Council. He also reported that there is a 15 percent decrease in the water bills from this time last year. Mr. Weaver will keep up on what has to be done to conserve even more water.

He reported that by the end of the month the GRF will hopefully offer a bus route to the Seal Beach Pier and back. April 18 is the City Expo that the GRF is working on with the Chamber of Commerce. It will have many local merchants and the GRF is working with merchants to offer Leisure World shareholder/residents discounts.

Mr. Ankeny said the GRF is in the final stages of making *The NEWS* available on-line and in different languages. The new caregiver pass is in the final stages and will hopefully be available by June; they must be worn at all times in the community. The caregiver passes and gate passes will have hologram stickers and photos.

He said the GRF is working on a remedy so the Main Gate does not get backed up. He presented the new Leisure World logo which will be a registered trademark. The GRF attorney has informed that the community has every right to use the Leisure World name, and we have to protect our rights.

He referred to his March 31, 2015, memo to the Mutual Boards of Directors regarding the general review of the Mutual and Trust property by Philadelphia Risk Management Department. The two key items they identified as risk management recommendations are the use of fire suppression systems placed over the cooking surface of each unit in every Mutual and the installation of community BBQs in open areas for the convenience of the shareholders and to limit the number of individual BBQs stored near the buildings. The insurance company needs to see that the Mutuals are taking fire hazards seriously, so we have to be proactive.

Mr. Ankeny referred to his memo of March 27, 2015, to the Mutual Boards of Directors regarding the 2014 Audit. The annual audit by the firm of NSBN, Certified Public Accounts and Business Consultants, revealed there are improvements required within the accounting and financial areas. They submitted to the GRF actions required to be instituted (see attached memo). He asked that each Mutual Board sign a statement stating yes or no if they are subject to the Davis-Stirling Common Interest Development Act (also attached) so the GRF will be able to give proper direction where needed to the Mutuals that are subject to Davis-Stirling.

# **EXECUTIVE DIRECTOR'S REPORT (continued)**

He talked about how Mutual and GRF bank accounts can no longer be comingled. Each Mutual must have its own separate account for the purpose of managing seller repair and tax deposits held until the unit is sold and the tax liability is relieved and for transferring this responsibility from the GRF to the Mutual. The Finance Department will fund the new account with repair and tax deposit funds currently held by the GRF that belong to the Mutuals.

Mr. Ankeny reported that the GRF is in the process of updating the Finance Department procedures, etc. One step is safety and security of access to this department. It will be required that only certain doors will be for entry, like the Cashier doors. There must be two or three staff members at all times in the department. He said there must be internal, strong and prudent controls.

#### **OLD COUNCIL BUSINESS**

It was reported that the Insurance Review/Focus Group met on Tuesday. The committee feels that a correct policy should be drafted regarding eliminating water damage.

#### **PRESIDENTS' COMMENTS**

Mr. Mandeville commented about how the Presidents of the Mutuals must take the job very serious because of the responsibility to the people in the Mutuals; i.e., money and property; a President must make sure he/she understands the position. He said the GRF is here to direct the Mutuals and keep us out of trouble.

(Mr. Ankeny left the meeting at 11:16 a.m.)

Ms. Luther-Stark thanked Mrs. Rutledge and Mr. Fuqua for sharing how they perform new-resident orientations. She thinks all the Boards should be telling new residents the same information.

Mr. Williams said he disagrees with some of the things discussed at the Presidents' Council. One thing he thinks is that there should not be so many Mutuals and then the community would run much easier.

Mrs. Rutledge said there were many involved at the Saturday meeting about orientations; it was a good thing.

Mr. Garrett said there will be an Insurance Review/Focus Group Meeting sometime next week.

Mr. Walz said he had one potential Director just back out from running and hopes there will be nominations from the floor.

#### **PRESIDENTS' COMMENTS**

Mrs. Weller explained that if a Mutual Board falls below a quorum, it has to go into receivership which would be very costly.

Mr. Fuqua strongly advices the Boards have three or four good people on the Boards as Advisory Directors in hopes that they will then become a Director in the future.

Ms. Arlart thanked Mrs. Rutledge for having the orientation meeting.

Mr. Mandeville said he is hoping for more vacant units to help out the fire victims.

Ms. Merrifield gave fire suppression device tips and said she would be available to those in need of help with them.

Mr. Hayes offered the following statement: At the March Presidents' Council Meeting, Mrs. Poe read a note, given to her by Mr. Hayes in his absence, regarding vehicle in/out movements at the entrance gates. Mr. Ankeny then made a statement that "Security only monitors cars coming into the community, not going out," there by inferring that Mr. Hayes had fabricated his figures. In his defense, Mr. Hayes presented an example of a tabulation he used, which has been included in the Security Department monthly report for the past year or more, that shows the number of vehicles coming and going out of the entrance gates on a daily basis, together with summary figures at the bottom entitled "total gate in activity," "total gate out activity," and "total gate in/out activity."

Mr. Crandall said that a shareholder asked him if the Council would consider having an Admiral speak at a meeting regarding facts about climate change and how solar, etc., are important. Mr. Crandall asked that all Presidents are encouraged to submit ideas/subjects for the Presidents' Council meetings. Also, there will be no Presidents' Council Meeting in June.

## <u>ADJOURNMENT</u>

There being no further business, Mr. Crandall adjourned the meeting at 11:35 a.m.

ettedge

Attest,

Joyce Rutledge, Secretary PRESIDENTS' COUNCIL

pw:4/21/15 Attachments

(These are tentative minutes, subject to approval by the Council members at the next Presidents' Council Meeting.)

**NEXT MEETING: MAY 7, 2015** 

#### **MUTUAL OPERATIONS**

#### DRAFT

#### **MUTUAL ADMINISTRATION**

### Internal Dispute Resolution - IDR

California Civil Code §5910 and §5915 provides that the Mutual Boards shall provide a "fair, reasonable and expeditious" procedure for resolving disputes between the Mutual and its members without charging a fee to the member participating in the process. The process is referred to as "Internal Dispute Resolution" (IDR) or "Meet and Confer."

- (1) The member may request the Mutual Board to meet and confer in an effort to resolve a dispute. The request shall be in writing.
- (2) A member may refuse a request to meet and confer with the Board of Directors. The Board of Directors may not refuse a request to meet and confer with the members.
- (3) The Board of Directors shall designate a minimum of two (2) Board Directors to meet and confer with the member. The member may bring another person and/or legal representative to the meet and confer.
- (4) The parties shall meet promptly at a mutually convenient time and place to explain their positions to each other in an effort to resolve and dispute.
- (5) Any proposed resolution of the dispute shall be memorialized in writing and brought to the next Mutual Monthly Meeting for the Board's consideration and final approval.
- (6) All such IDRs are considered to be confidential and may only be discussed in Executive Session.
- (7) Any final agreement between the Board of Directors and the member shall be in writing and signed by all parties.

#### MUTUAL ADOPTION

ONE: SIX: TWELVE: TWO: SEVEN: FOURTEEN: THREE: EIGHT: FIFTEEN: FOUR: TEN: SIXTEEN: FIVE: ELEVEN: SEVENTEEN:

(Draft created 04-09-15 pw)



# Mutual Administration Activity Recap for March 2015

1. A	Aging Rece	ivables C	ollected to	Date 2	2015→	\$75,06	4.00	Colle	ected in	2014	→ \$1	79,42	2.12
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
Mutual 1	-0-	\$3,304	\$3,242					13	Jop.		1107	200	\$ 6,546
Mutual 2	\$11,024	\$2,518	\$0										\$13,542
Mutual 3	-0-	-0-	\$1,375										\$1,375
Mutual 4	\$10,827	-0-	\$0										\$10,827
Mutual 5	-0-	-0-	\$4,085										\$4,085
Mutual 6	-0-	-0-	\$1,486										\$1,486
Mutual 7	\$5,990	\$3,468	\$1,030										\$10,488
Mutual 8	-0-	-0-	\$0										-0-
Mutual 9	-0-	\$2,779	\$2,600										\$5,379
Mutual 10	-0-	-0-	\$0										-0-
Mutual 11	\$5,517	-0-	\$851										\$6,368
Mutual 12	-0-	\$1,100	\$1,477										\$2,577
Mutual 14	-0-	-0-	\$0										-0-
Mutual 15	\$5,727	\$175	\$5,983										\$11,885
Mutual 16	-0-	-0-	\$0										-0-
Mutual 17	-0-	\$504	\$0										\$504
Total	\$39,087	\$13,848	\$22,129										\$75,064

2.	Rules Compliance Letters To Date in 2015 →657	Rules Compliance Letters Total 2014→1244

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
Mutual 1	0	19	170					19	Оор.	001	1101	500	198
Mutual 2	3	1	77					1					81
Mutual 3	1	0	5								<del> </del>		6
Mutual 4	1	1	10										12
Mutual 5	4	2	4					1					10
Mutual 6	38	5	41				<del>                                     </del>	1					84
Mutual 7	1	4	4										9
Mutual 8	33	9	4				<del>                                     </del>						46
Mutual 9	16	14	13										43
Mutual 10	2	5	57								-		64
Mutual 11	2	1	4										7
Mutual 12	2	3	16										21
Mutual 14	2	2	3										7
Mutual 15	10	9	6										25
Mutual 16	0	0	0										0
Mutual 17	39	5	0										44
Total	154	80	423										657

#### 3. Current Legal & Insurance Cases

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Legal	7	9	25	,				7.03	СОР		1101	200
Insurance	2	2	7		1							

# Stock Transfer

# 4. Escrows Closed

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
Mutual 1	3	4	2								1.00	-	Totalo
Mutual 2	3	3	6										
Mutual 3	2	0	1										
Mutual 4	1	1	1	-									<del>                                     </del>
Mutual 5	2	2	2					1					<b>†</b>
Mutual 6	0	1	4					1					
Mutual 7	2	1	2					<b>†</b>					<del> </del>
Mutual 8	2	4	5					1					
Mutual 9	0	3	1										
Mutual 10	0	1	1										
Mutual 11	0	1	0										
Mutual 12	0	2	2										
Mutual 14	0	2	4										
Mutual 15	5	1	7										
Mutual 16	0	0	0				-						
Mutual 17	0	1	0										
Total	20	27	38										

Monthly Escrow Recap over 2014 SALES

2015	Total Monthly Sales Year-to-Date	2015 → <u>85</u> 2014 → 85	Totals Year-to-Date Total Money Sales Total Money Sales	2015 <del>→</del> 2014 <del>→</del>	\$16,814,400.00 \$17,147,100.00
	Sales to Date over 2014	Even over 2014	Sales Prices to date over 2014	↓ \$332,70	
2014	Total Sales for year	419	Total Money Sales 2014	\$81,437,9	57.00
2013	Total Sales for year	629	Total Money Sales 2013	\$95,240,8	
2012	Total Sales for year	458	Total Money Sales 2012	\$54,062,0	

# 5. Membership Fees Collected to date 2015: \$194,921.00

6. Trust Letters Sent to Attorney

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
Mutual 1	1	0	3										4
Mutual 2	5	1	1										7
Mutual 3	1	0	0									<u> </u>	2
Mutual 4	1	2	3										6
Mutual 5	2	3	2										7
Mutual 6	4	0	0									<b></b>	4
Mutual 7	1	1	1										3
Mutual 8	1	2	1										4
Mutual 9	1	1	4										6
Mutual 10	0	0	0										0
Mutual 11	0	1	1										2
Mutual 12	1	5	1										7
Mutual 14	3	3	1										7
Mutual 15	5	4	5										14
Mutual 16	0	0	0										0
Mutual 17	1	3	0										4
Total	27	26	23		1								76

# Stock Transfer Cont'd

	Pets Dogs	Pets Cats	Other Pets				Caregivers Registered
Mut 1	72	32	3			Mut 1	18
Mut 2	66	34	1			Mut 2	32
Mut 3	44	22	1			Mut 3	33
Mut 4	33	23	0			Mut 4	19
Mut 5	37	14	1			Mut 5	19
Mut 6	43	19	0			Mut 6	12
Mut 7	30	22	1			Mut 7	15
Mut 8	30	9	2			Mut 8	10
Mut 9	52	18	0			Mut 9	27
Mut 10	20	23	1			Mut 10	25
Mut 11	27	15	1			Mut 11	10
Mut 12	28	17	1			Mut 12	19
Mut 14	40	15	0			Mut 14	25
Mut 15	38	27	0			Mut 15	25
Mut 16	3	3	0			Mut 16	1
Mut 17	7	8	1			Mut 17	1
Total	570	301	13	Total Pets	884	Total caregivers	297

# Social Services

Mutuals	Cases Open	Cases Closed		Types of Cases						
1	10	0			Jan	Feb	Mar	Apr	May	Jun
2	14	1		Total New Cases	21	11	17			
3	7	1		Closed Cases	12	22	12			
4	5	0		Home Visits	32	26	24			
5	8	0		Office Visits	25	12	5			
6	4	2		Calls	48	46	33			
7	6	2		County Reports	3	2	3			
8	4	1		Resource Information	23	12	12			
9	3	0		GRF Department Referral	15	12	3			
10	1	0		Health Care Center Referral	7	11	4			
11	5	0		Total →	186	154	113			
12	3	0								
14	3	1	16		Jul	Aug	Sep	Oct	Nov	Dec
15	2	0								
16	1	0								
17	1	0								



#### MEMO

TO:

MUTUAL BOARD OF DIRECTORS

FROM:

RANDY ANKENY, EXECUTIVE DIRECTOR

SUBJECT:

**2014 AUDIT** 

DATE:

MARCH 27, 2015

CC:

FILE

GRF is charged in accordance with the Management Agreement to:

"...operate and maintain the Project in accordance with the highest standards achievable..."

To ensure compliance with this statement, GRF uses the services of noted experts in their respective fields and must report any measures where corrections are needed to be consistent with "highest standards achievable", best practices and all applicable city, county, state and federal codes.

Further, the By-Laws for each Mutual stipulate:

"...At the closing of each fiscal year, the books and records of the corporation shall be audited by a Certified Public Accountant..."

The annual audit by the firm of NSBN, Certified Public Accounts and Business Consultants, revealed there are improvements required within the accounting and financial areas. To rectify these findings, the following action are required to be instituted:

1. A definitive statement is required by all Mutuals, to provide clear direction to GRF stating their position on the applicability of the Davis-Stirling Common Interest Development Act on their respective Mutual as this information is necessary for the Foundation Board of Directors, and its legal counsel, to effectively manage the risk of liability associated with any Mutuals acting outside the Act. Upon receipt of this statement subsequent actions may be required specifically in the area of Reserves, Reserve Funding and use of Reserve funds. GRF will be providing under separate cover the formal request.

#### 2. Repair and Tax Deposits

The Mutuals' Repair and Tax Deposits are for future repairs and tax liabilities for respective Mutual units. Currently they are held in trust and recorded by the Golden Rain Foundation. While these deposits are reconciled timely, and maintained by the Golden Rain Foundation, they represent liabilities of the respective Mutuals.

#### The following actions are required:

A. Establishment of new bank accounts for each Mutual specifically for repair and tax deposits.

Target date to accomplish this is June 1, 2015

#### 3. Transaction Approval

The Declaration of Trust states, among other things, that the acquisition of property to be conveyed to or held for the use and benefit of the Cooperatives (the "Mutuals"). Legal title of the "Common Use Parcels" and "Street Acreage" to be held in trust by the Golden Rain Foundation for the benefit of the Mutuals.

The Golden Rain Foundation provides Community and Mutual maintenance for the benefit of the Mutuals, and their respective shareholders, along with Administrative functions. These services, primarily accounting and financial reporting, provided by the Golden Rain Foundation, do not and should not be part of the approval process for Mutual transactions.

#### The following actions are required:

- A. All disbursements (checks and bank transfers) by the Mutuals be signed by authorized Mutual Board members in accordance with the Mutuals By-Laws. Note: GRF staff may not sign on behalf of the Mutual.
- B. An authorized account signor may not sign a Mutual check payable to themselves. They should present an expense reimbursement form, along with the appropriate supporting documentation.
- C. Document in the Mutuals' Minutes to the Annual Meeting, the positions and individuals who are the authorized to sign checks, approve fund transfers from the banks and investment firms, and approve the sale of investments.(Draft motion will be provided)
- D. At the Annual Meeting, a senior member of the Golden Rain Foundation accounting department or Mutual Administration Director and/or designee, have new signature cards available for those Board members to sign should there be any change to the existing authorized signors.
- A. Should a change in authorized signors occur between meetings, then at the next scheduled meeting, this same procedure must be followed. Should there be more than a one month lapse in the next scheduled Mutual Board meeting, then the Golden Rain Foundation should schedule, on behalf of the Mutuals, time where this change in authorized signors could be completed.

#### 4. Security, Accounting Department

The physical security of the accounting department and the information and its systems were reviewed noting "safeguarding of companies' data is of the upmost importance". As such, tighter access restrictions to safeguard the department will be implemented. Regretfully this restriction may be inconvenient but deemed necessary.

- A. Board members, Shareholders and/or visitors to the accounting will be required to use the exterior door. Lobby and rear doorway will be fully restricted.
- B. Access will only be allowed during posted office hours.
- C. No access will be granted, if less than three (3) staff members are present in the accounting department
- D. Video surveillance will be in effect

Process to go into effect May 1, 2015



Golden Rain Foundation

Leisureworld, Seal Beach

April 2, 2015

To All Presidents of Mutuals 1, 2, 3, 4, 5, 6, 7, 8 9, 10, 11, 12, 14, 15, 16 & 17

RE: GOLDEN RAIN FOUNDATION

-Request for Mutual's Position on the Applicability of the Davis-Stirling Common Interest Development Act

#### Dear Presidents:

The Golden Rain Foundation ("GRF"), through its Board of Directors, is requesting each of you, through your respective Boards, to state your position on the applicability of the Davis-Stirling Common Interest Development Act ("Act") to your Mutual.

GRF learned through NSBN, Certified Public Accountants and Business Consultants, ("NSBN") that there are "significant" accounting and financial deficiencies associated with Mutuals and their practices. The deficiencies appear to arise out of NSBN's evaluation of each Mutual's accounting and financial practices as they relate to compliance with the Act.

As a result, there is concern regarding GRF's ability to provide the required level of services, as managing agent, for a Mutual, especially when a Mutual takes the position it is not subject to the Civil Code sections within the Act. The Act contains many required procedures and protocol for, among other things, financial accounting and management.

Based on the foregoing, please inform me within thirty (30) days from the date of this letter, as to your Board's position on the applicability of the Act to your Mutual and whether it operates within its parameters. Please send a written response or complete the "Response" section below and return it via email or personal delivery.

Of course, should you have any questions, or need any additional time, please do not hesitate to contact me. Thank you.

Very truly yours,

GOLDEN MAIN FOUNDATION

RANDY ANKENY, Executive Director

cc: GRF, Board of Directors



Golden Rain Foundation

It's President (signature)

Printed Name

Leisureworld, Seal Beach

RESPONSE BY MUTUAL No
On, 2015, the Board of Directors, in a duly noticed and called meeting, by motion, second, and duly passed motion, declared its Mutual as follows [check one]:
YES, subject to the Davis-Stirling Common Interest Development Act.  NO, not subject to the Davis-Stirling Common Interest Development Act.
Signed this day of, 2015, on behalf of Mutual No by: