



AB3182 AD HOC COMMITTEE

Agenda

Clubhouse Four

Wednesday, December 9, 2020

1:00 p.m.

To view the live AB3182 Ad Hoc Committee meeting:

- Go to www.lwsb.com
- Click on the AB3182 Ad Hoc Meeting Live tab
- The tab will be active at 12:45 pm on the day of the meeting
- The live streaming uses YouTube Live and terminates at the close of the meeting

1. Call to Order/Pledge of Allegiance

2. Roll Call/Notice of Quorum

3. Chairs Announcements

- Introduction of Guests and Staff
 - Susan Hopewell, GRF President
 - Randy Ankeny, Executive Director
 - Corina Mancilla, Recording Secretary
- Rules of Order
- Chairs Report

4. Shareholder/Member Comments *(Limited to 3 minutes per person)*

5. Approval of Minutes

- Minutes of the Regular Meeting, November 19, 2020 (pp. 1-4)

6. Correspondence (N/A)

7. Staff Reports (N/A)

8. Subcommittee Reports (N/A)

9. Unfinished Business (N/A)

10. New Business (N/A)

11. Governing Documents

- Adopt
 - 50-3182-4, Decal and ID Card for Member/Owner (M/O) –
Mutuals 1-12 and 14-17 Form (p. 5)
 - 50-3182-4A, Decal and ID Card for Renter/Lessee (R/L) –
Mutuals 1-12 and 14-17 Form (p. 6)

- b. Amend
 - i. 30-1001-5, Glossary of Terms (pp. 7-11)
 - ii. 30-5093-1, Member Rules of Conduct (pp. 12-13)
 - iii. 50-1201-1, GRF Identification Cards (pp. 14-15)
 - iv. 50-1201-2, GRF Identification Cards – Fees (p. 16)
- c. Review
- d. Rescind

12. Future agenda items

13. President's Comments

14. Next Meeting

TBD

Clubhouse Four

15. Adjournment



AB3182 AD HOC COMMITTEE MINUTES

November 19, 2020

The meeting of the AB3182 Ad Hoc Committee was held on Thursday, November 19, 2020, and was called to order at 1:00 p.m., by Chair Damoci, in Clubhouse Four, followed by the Pledge of Allegiance.

ROLL CALL

Present: Ms. C. Damoci, Chair
Ms. M. Gerber
Ms. K. Rapp
Mr. P. Pratt
Ms. P. Snowden
Ms. S. Hopewell, Ex-Officio

Also Present: Mr. R. Ankeny, Executive Director
Hon. S. Massa-Lavitt, City Council
Ms. C. Mancilla, Recording Secretary
Mr. W. Thompson, GRF Representative, Mutual Five
Ms. C. Levine, GRF Representative, Mutual Ten
Ms. I. Heinrichs, GRF Representative, Mutual Eleven
Mr. L. Melody, GRF Representative, Mutual Fourteen
Mr. N. Massetti, GRF Representative, Mutual Seventeen
Three Shareholders/Members

Chair Damoci greeted and welcomed everyone to the AB3182 Ad hoc Committee meeting and introduced Foundation members, guests and staff.

By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with.

In accordance with Civil Code 4090, please be advised that a quorum of the board is present in person, via telephone or virtually at a posted meeting and the business of the committee conducted in accordance with an agenda. As such, a meeting of the AB3182 Ad Hoc Committee is called to order and a meeting of the Board of the Golden Rain Foundation (GRF) is called to order. Any agenda actions of the committee will be limited only to the members of committee and will only constitute such actions in accordance with stated committee policy and/or provide recommendations to the GRF Board at a regularly scheduled meeting of the Board normally held on the 4th Tuesday of the month.

GRF Board members who are not committee members will be allowed to comment only:

- a) During proscribed comment period for a period not to exceed 3 minutes
- b) If recognized by the Chair of the Committee.”

The minutes of today’s Committee Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes in December 2020.

CHAIR’S ANNOUNCEMENTS

Chair Damoci welcomed the Committee members, guests and staff, including GRF President Susan Hopewell; Executive Director Randy Ankeny and Recording Secretary Corina Mancilla.

SHAREHOLDER COMMENTS

Seven Shareholders/Members spoke at the time of the meeting.

APPROVAL OF MINUTES

There were not minutes to approve at the time of the meeting.

CORRESPONDENCE

There was no correspondence at the time of the meeting.

STAFF REPORTS (N/A)

SUB COMMITTEE REPORTS (N/A)

UNFINISHED BUSINESS (N/A)

NEW BUSINESS (N/A)

GOVERNING DOCUMENTS

Adopt 40-3182-2, Member/Owner (M/O) and Renter/Lessee (R/L) Fees, Fines and Deposits

After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Snowden and carried unanimously by the Committee members–

TO recommend the GRF BOD adopt 40-3182-2, Member/Owner (M/O) and Renter/Lessee (R/L) Fees, Fines and Deposits, as presented.

Adopt 50-3182-1, Renter/Lessee (R/L) – Fees

After a brief discussion, Ms. Rapp MOTIONED, seconded by Mr. Pratt (via. Zoom) and carried unanimously by the Committee members–

TO recommend the GRF BOD adopt 50-3182-1, Renter/Lessee (R/L) – Fees, as amended.

The Committee requested the Executive Director provide a copy of the draft letter that STO will send to current MT17 renters and the MT17 members who rent their units.

The Committee also recommended that the Stock Transfer Office sends a notice along with GRF Board approved rules to the On-site sales office and local real estate offices.

FUTURE AGENDA ITEMS

The Committee concurred not to add as future agenda items at the time of the meeting.

PRESIDENT’S COMMENTS

President Hopewell provided information and updates throughout the meeting.

ADJOURNMENT

Chair Damoci adjourned the meeting at 1:39 p.m.

Carole Damoci, Chair
AB3182 AD HOC COMMITTEE

cm 11.19.20

DRAFT



AB3182 AD HOC COMMITTEE

SUMMARY REPORT
Thursday, November 19, 2020
1:00 p.m.

Action/Request	Person Resp.	Cmte. Referral	F	C	B O D	Comments
<p>1. GOVERNING DOCUMENTS</p> <p><u>Adopt 40-3182-2, Member/Owner (M/O) and Renter/Lessee (R/L) Fees, Fines and Deposits</u> The Committee moved and recommended the GRF BOD adopt 40-3182-2, Member/Owner (M/O) and Renter/Lessee (R/L) Fees, Fines and Deposits, as presented.</p> <p><u>Adopt 50-3182-1, Renter/Lessee (R/L) – Fees</u> The Committee moved and recommended the GRF BOD adopt 50-3182-1, Renter/Lessee (R/L) – Fees, as amended.</p> <p>The Committee requested the Executive Director provide a copy of the draft letter that STO will send to current MT17 renters and the MT17 members who rent their units.</p> <p>The Committee also recommended that the Stock Transfer Office sends a notice along with GRF Board approved rules to the On-site sales office and local real estate offices.</p>	Recording Secretary				✓	
	Recording Secretary				✓	
	Executive Director					
<p align="center">FUTURE AGENDA ITEMS: The Committee moved/concurred not to add future agenda items.</p>						Recording Secretary

STOCK TRANSFER

50-3182-4



Decal and ID Card for Member/Owner (M/O) – Mutuals 1-12 and 14-17 Form

1
2 This form must be filled out and returned to the Stock Transfer Office (STO) before your housing
3 unit can be rented. Member/Owner who rents their unit will lose the right to use all Amenities until
4 they move back into their unit in the Community. See 50-3182-1

5
6 Member/Owner(s) Name: _____

7 Address: _____ Mutual _____ Unit #: _____

8 Email: _____ Phone: _____

9 Forwarding Address: _____

10
11 **Current resident ID card and caregiver passes:**

12 _____ ID Card returned: (Yes) _____ (No) _____
13 _____ ID Card returned: (Yes) _____ (No) _____
14 _____ ID Card returned: (Yes) _____ (No) _____
15 _____ ID Card returned: (Yes) _____ (No) _____
16 _____ ID Card returned: (Yes) _____ (No) _____

17
18 **Any M/Os GRF ID Cards that are not returned will cause a fine to be levied. See 40-3182-2.**

19
20 **Security Department (SD) – Cars/trucks/golf carts/motorcycles/scooters/bicycle/RV's**

21 **List of vehicles:**

22 _____ Decals removed: (Yes) _____ (No) _____
23 _____ Decals removed: (Yes) _____ (No) _____
24 _____ Decals removed: (Yes) _____ (No) _____
25 _____ Decals removed: (Yes) _____ (No) _____
26 _____ Decals removed: (Yes) _____ (No) _____

27
28 Security Department Name/Signature _____

29
30 **All M/Os Decals that are not returned will cause a fine to be levied. See 40-3182-2.**

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Document History
Adopted: XXX 20

32 **Keywords:** Decal ID Member Owner

STOCK TRANSFER

50-3182-4A



Decal and ID Card for Renter/Lessee (R/L) – Mutuals 1-12 and 14-17 Form

1 This form must be filled out and returned to the Stock Transfer Office (STO) by renter/lessee
2 before you may rent the residential unit. See 50-3182-1 and 40-3182-2.

3
4 **All ID Cards and vehicle decals must be listed and returned or a fine will be levied.**

5
6 Renter/Lessee(s)
7 Name: _____

8 Address: _____ Mutual ____ Unit #: _____

9 Email: _____ Phone: _____

10 Forwarding Address: _____
11

12 Security Department (SD) – Cars/trucks/golf carts/motorcycles/scooters/bicycle/RV's

13 List of vehicles:

14 _____ Decals removed: (Yes) _____ (No) _____

15 _____ Decals removed: (Yes) _____ (No) _____

16 _____ Decals removed: (Yes) _____ (No) _____

17 _____ Decals removed: (Yes) _____ (No) _____

18 _____ Decals removed: (Yes) _____ (No) _____
19

20 Security Department Name/Signature _____
21

22 **Any R/Ls decals not returned will cause a fine to be levied. See 40-3182-2.**
23

24 People listed at unit including caregivers:

25 _____ ID Card returned: (Yes) _____ (No) _____

26 _____ ID Card returned: (Yes) _____ (No) _____

27 _____ ID Card returned: (Yes) _____ (No) _____

28 _____ ID Card returned: (Yes) _____ (No) _____
29

30 **Any R/Ls GRF ID Cards not returned will cause a fine to be levied. See 40-3182-2.**
31

Document History

Adopted: XXX 20

Keywords: Decal ID Renter Lessee

32



ADMINISTRATION

Glossary of Terms

- 1
- 2 1. **ACTIVE ADULT COMMUNITY**: A residential community with recreational and
- 3 educational activities for active senior adults. Assisted living, independent, and
- 4 skilled nursing services are NOT provided.
- 5
- 6 2. **AGE RESTRICTED COMMUNITY**: A residential community for senior adults
- 7 aged 55 or over under applicable State and Federal law.
- 8
- 9 3. **AMENITIES FEE**: A one-time fee paid to GRF for use of Trust Property, facilities,
- 10 and amenities.
- 11
- 12 4. **ASSESSMENT**: A monthly or special payment paid by the Member to GRF
- 13 and/or the Mutual in accordance with the law and governing documents.
- 14
- 15 5. **BUDGET**: Estimate of income and expenses for a given time.
- 16
- 17 6. **BYLAWS**: One of the governing documents that pertains to matters such as
- 18 membership meetings, voting rights, elections, meetings of the Board of
- 19 Directors, appointment of officers, and similar administrative matters.
- 20
- 21 7. **CAPITAL FUNDS**: Monies set aside for the purchase of capital or fixed assets.
- 22
- 23 8. **CAREGIVER**: Person providing physical support to a qualified resident.
- 24
- 25 9. **CC&RS**: Covenants, Conditions, and Restrictions (Mutual 17).
- 26
- 27 10. **COMMON AREA**: Describes that portion of a real estate development that is
- 28 shared with respect to both use and title.
- 29
- 30 11. **CONDOMINIUM OR CONDOMINIUM UNIT**: Single, individually – owned
- 31 housing unit in a multi-unit building (Mutual 17 only).
- 32
- 33 12. **CO-OCCUPANT**: Approved person residing with the stockholder or condominium
- 34 owner.
- 35
- 36 13. **COOPERATIVE HOUSING**: An arrangement in which an association or
- 37 corporation owns a group of housing units and the common areas for the use of
- 38 all the residents (Mutuals 1–12 and 14–16).
- 39
- 40 14. **COVENANTS**: Formal agreements or promises set forth in a deed or Occupancy
- 41 Agreement.
- 42
- 43 15. **DEFAULT**: Failure to do something required by duty, law, or governing
- 44 documents.



ADMINISTRATION

Glossary of Terms

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16. **DWELLING UNIT OR UNIT:** Residential units located within Seal Beach Leisure World (See Unit).
17. **ELIGIBILITY:** Satisfying the conditions for qualifying to reside within Seal Beach Leisure World (May be different in each Mutual).
18. **EMOTIONAL SUPPORT ANIMAL:** Animals that provide a sense of safety, companionship, and comfort to those with psychiatric or emotional disabilities or conditions. California Civil Code 54.1.
19. **ESCROW:** Process under which something such as a deed or money is put in the custody of a neutral third party until certain conditions are met.
20. **EXCLUSIVE USE COMMON AREA:** Common Area designated for the exclusive use of one or more, but fewer than all of the Members
21. **GOLDEN RAIN FOUNDATION (GRF):** Is a nonprofit corporation that holds in trust, operates, and maintains the Trust Property facilities, streets and other certain improvements and amenities within the geographic area identified as Seal Beach Leisure World, for the benefit of the Members. GRF, under a management agreement, provides certain services to the Mutuels, such as administrative, financial, maintenance, and security.
22. **GOVERNING DOCUMENTS:** Articles of Incorporation, Bylaws, Occupancy Agreement, CC&Rs, and any other documents, and operating rules, which govern the operation of the associations.
23. **GUEST:** See “Visitor”.
24. **LANDLORD TENANT RELATIONSHIP:**
- 24.1. Relationship between the Mutual stock co-operatives and the Members (Mutual 1- 12 and 14-16).
- 24.2. Relationship where a Member leases the Unit to another qualified person (Mutual 17 only).
25. **LEISURE WORLD:** A geographic location within Seal Beach, California.
26. **MEMBER:**
- 26.1. GRF Member - is a stockholder or condominium owner in Seal Beach Leisure World.
- 26.2. Mutual Member –



ADMINISTRATION

Glossary of Terms

- 133 applicable State and Federal law.
 134
 135
 136 **42. RENTER/LESSEE: Non-Owner leasing a residential unit.**
 137
 138 **41.43. RESERVES AND/OR RESERVE FUND:** Monies set aside and identified for
 139 future repairs, replacements, or additional components.
 140
 141 **42.44. RESIDENTIAL PURPOSES:** To be used as a private dwelling and for no other
 142 purpose.
 143
 144 **43.45. SECURITY:** Services provided for the benefit of residents pursuant to GRF
 145 Policy 3050- 37.
 146
 147 **44.46. SERVICE ANIMAL:** An animal that is trained and certified to do work or perform
 148 tasks for an individual with a disability. See Civil Code 54.1.
 149
 150 **45.47. SHAREHOLDER/STOCKHOLDER:** Member to whom a Stock Certificate has
 151 been issued (Mutual 1-12 and 14-16).
 152
 153 **46.48. STOCK CERTIFICATE:** Legal document evidencing ownership in the
 154 corporation (Mutual 1-12 and 14-16).
 155
 156 **47.49. TITLE:** Legal document showing ownership rights in property (Mutual 17).
 157
 158 **48.50. TRANSFER:** Changing ownership of a Stock Certificate for a Mutual Dwelling
 159 Unit.
 160
 161 **49.51. TRUST:**
 162
 163 **49.1.51.1.** Relating to GRF: A legal document granting GRF the power,
 164 authority, and duty to manage and govern property held in common by
 165 the Mutuals.
 166 **49.2.51.2.** Relating to Shareholder/Member: Legal document in which real
 167 and personal property is held and administered by the assigned
 168 Trustee(s).
 169
 170 **52. TRUST PROPERTY USE FEE (TPUF): Fee paid by the Renter/Lessee to GRF**
 171 **for use of all amenities.**
 172
 173 **50.53. TRUSTEE:** The person who has a legal duty to manage the Trust's assets in the
 174 best interests of the beneficiary(s).
 175
 176 **51.54. TRUST PROPERTY:** Property held in common for the use and benefit of the



ADMINISTRATION

Glossary of Terms

177 Members and administered by The Golden Rain Foundation.

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179 **52-55. UNIT OR DWELLING UNIT:** Residential units located within Seal Beach Leisure
180 World.

181

182 **53-56. VISITOR:** A person invited by a Member to visit the Unit. Visitors may not stay
183 longer than 60 days in a twelve-month period and have very limited use of GRF
184 facilities/amenities and must be accompanied by resident.

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Document History

Adopted: 24 Apr 18

Amended: 23 Oct 18

Amended: 23 Jul 19

Keywords: Glossary

Definition

186



Member Rules of Conduct

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1. PURPOSE

The purpose of the Member Rules of Conduct is to protect Golden Rain Foundation (GRF), GRF staff, GRF contracted service providers and GRF members. GRF has a duty and a fiduciary responsibility to enforce its governing documents and protect GRF Trust Property and assets, GRF staff and GRF contracted service providers.

The Rules of Conduct apply to GRF ~~m~~Members, Qualified Permanent Residents, Co-occupants, Renters/Lessees, Caregivers and their visitors. ~~_(guests and caregivers)_~~.

2. RULES OF CONDUCT

2.1 Shall apply to all property held in trust by GRF (Trust Property) including, but not limited to, clubhouses, restrooms, recreational facilities (pool, golf course, multi-use courts, RV Lot, mini-farms, and library. ~~_etc._~~.

2.2 GRF Members are responsible for the actions of the ~~ir~~ following: Qualified Permanent Residents, Co-occupants, Renters/Lessees, Caregivers, and their visitors. ~~guests (visitors and caregivers)~~.

2.3 Interactions with others must be respectful and non-abusive behavior, both verbally and physically.

2.3.1 Behaviors such as the following is prohibited:

2.3.1.1 Verbal or physical violence, implied or actual (threats).

2.3.1.2 Personal insults and yelling.

2.3.1.3 Any form of discrimination.

2.3.1.4 Unwanted or offensive touching, filming, photography and recording.

2.3.1.5 Unwanted sexually suggestive language.

2.3.1.6 Throwing objects at another person with intent to harm or intimidate.

2.3.1.7 Disruptive behavior, personal attacks or harassment during GRF meetings.

2.3.1.8 Creating a hostile work environment for GRF staff and GRF contracted service providers.

2.3.1.9 Bodily odor or cleanliness that would be considered offensive and a health and safety hazard to others.

EXECUTIVE COMMITTEE

30-5093-1



Member Rules of Conduct

- 40 **2.3.1.10** Willful damage to Trust Property.
41 **2.3.1.11** Non-compliance with GRF Governing Documents.

3. NON-COMPLIANCE

- 42
43
44 **3.1** Will result in a penalty for each violation. See 30-5093-2 for schedule of
45 fines and penalties.
46 **3.2** To protect GRF, repeat offenders may be subject to legal action.
47 **3.3** For offenses that are governed by City, State or Federal laws the
48 appropriate authorities will be contacted.

4. NOTIFICATION OF VIOLATION AND RIGHT TO HEARING

49
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51 See Procedure 30-5093-3 for Notification of Violation and Right to Hearing
52 procedures.
53
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Document History

Adopted: 26 Nov 19

Keywords: Rules of
Conduct

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GRF Identification Cards

1
2 **1. PURPOSE**

3
4 To provide rules for the issuance of GRF Identification Cards.

5
6 **2. GRF IDENTIFICATION CARDS**

7
8 GRF identification cards will be issued by the Stock Transfer Office with authorization
9 from the Stock Transfer Manager and/or the Executive Director. GRF identification cards
10 are for the use of residents only. Use by anyone other than the Mmembers, Ceo-
11 occupants, Qualified Permanent Resident, Renter/Lesseetenants to whom the
12 identification card is issued is strictly prohibited. The ID card will be renewed every five
13 (5) years, upon the surrender of the old ID card. GRF identification cards will be issued
14 to the following persons:

- 15
16 **2.1.** All members of the Golden Rain Foundation as shown in the stock records of the
17 Stock Transfer Office.
18 **2.2.** Qualified Permanent Residents, as shown in the records of the Stock Transfer
19 Office.
20 **2.3.** Co-Occupants who reside with resident stockholders as shown in the records of
21 the Stock Transfer Office. When the status of a Co-Occupant ceases, the GRF
22 identification card must be surrendered to the Stock Transfer Office.
23 ~~**2.4.** All approved lessees of Mutual No. Seventeen.~~

24
25 **3. RENTER/LESSEE ID CARDS**

- 26
27 ~~**3.1.** All approved Renter/Lessees will receive a one-year ID Card.~~
28 ~~**3.2.** A refundable deposit will be charged. See 40-3182-2~~

29
30 **3.4. LOST OF STOLEN CARD**

31
32 For lost or stolen GRF identification cards, Mmembers, Ceo-occupants, or
33 Renter/Lesseetenants may obtain a replacement card by:

34
35 ~~**3.1.4.1.** Personally, completing a "Certificate of Lost ID" form in the Stock Transfer~~
36 ~~Office~~

- 37
38 ~~**3.1.1.** The fee may be waived if mMember, eCo-occupant, rRenter/Lesseetenant~~
39 ~~produces a Police Report that can be verified by the Stock Transfer Office.~~

40 **4.5. WAIVER OF FEES**

41 Waiving of fee or fees is at the sole discretion of the Finance Committee.
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STOCK TRANSFER

50-1201-1



GRF Identification Cards

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Document History

Adopted: 19 Sep 72	Amended: 19 Dec 72	Amended: 16 Apr 85
Amended: 19 Dec 89	Amended: 31 Jan 95 (effective 2-1-95)	Amended: 20 Feb 01
Amended: 19 Nov 02	Amended: 22 July 14	Amended: 27 Dec 16
Amended: 26 Sep 17	Amended: 26 Mar 19	Amended: 23 Jul 19
Amended: 09 Sept 19		

Keywords: ID Card Identification Card Membership Card Deposit

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GRF Identification Cards - Fees

1. UPON SALE OR DEATH

Upon the sale of the unit or the death of a ~~M~~member, Qualified Permanent Resident, Co-occupant, or ~~R~~renter/Lesseetenant, the GRF identification card shall be surrendered to the Stock Transfer Office. If the ID card is not surrendered, a fee of \$500 will be assessed against the unit. In the case of a deceased member, the fee may be waived. When the Security Department retrieves a GRF identification card, for whatever reason, it shall be surrendered to the Stock Transfer Office immediately.

2. LOST OR ~~RE~~ STOLEN GRF ID CARD

~~For lost or stolen GRF identification cards, m~~Members, Qualified Permanent Residents, or eCo-occupants, ~~or renter/tenants~~ may obtain a replacement card by:

2.1. Paying a \$20 fee for the first replacement;

2.1.1. Subsequent replacements will be a \$50 fee each. The Mutual Board of Directors will be notified when a card is lost a third or subsequent time within 24 months of the first replacement.

2.2. Renter/Lessee lost ID cards will require an additional deposit. See 40-3182-2.

2.1.1, 2.2.1. Stolen ID cards must be verified by a police report to waive an additional deposit.

3. WAIVER OF FEES

Waiving of fee or fees is at the sole discretion of the Finance Committee.

Document History

Adopted: 22 Oct 19

Keywords: ID Card Identification Card Membership Card Fees