

AGENDA
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIFTEEN
AUGUST 15, 2016 - 1:00 PM

SHAREHOLDER COMMENTS - Agenda items only (limited to 3 minutes per person)

CALL TO ORDER

ROLL CALL

INTRODUCTION OF GUESTS AND STAFF

Mrs. Tran, GRF Representative

Mr. Antisdell, GRF Building Inspector

Ms. Hopkins, GRF Mutual Administration Director

APPROVAL OF MINUTES

Regular meeting of July 18, 2016

Special meeting of July 29, 2016

BUILDING INSPECTOR REPORT

Mr. Antisdell

- a. Paving projects: Repair/replacement of sidewalk damaged in the construction of the perimeter wall adjacent to carports 6 & 12, & Repaving (concrete) at carports 8 & 13 to complete the project
- b. Smart burners, fire suppression units

MUTUAL ADMINISTRATION DIRECTOR REPORT

Ms. Hopkins

SECRETARY/CORRESPONDENCE

Mrs. Reed

PRESIDENT REPORT

Mr. Friedman

VICE PRESIDENT REPORT

Mrs. Obenauer

CFO REPORT

Ms. Dunagan

STAFF SECRETARY BREAK (TIME TO BE DETERMINED BY PRESIDENT)

BOARD REPORTS

- a. Laundry rooms, Carports, Walkway & breezeway lighting

Mr. Anderson

- b. Landscaping

Mrs. Reed

- c. Buildings 1 - 24

Mrs. Obenauer

- d. Buildings 25 - 48 & Emergency preparedness

Ms. Rhodes

- e. Trees

Mr. Webster

OLD BUSINESS

- a. Solar electric - report of committee on developments
- b. Re write policy - 7701.15 - home owner insurance requirement
- c. Amend policy 7502.15 - carport and street parking regulations

NEW BUSINESS

- a. Proposed rewrite of policy 7416 - breezeway regulations.

SHAREHOLDER COMMENTS

ADJOURNMENT

EXEXECUTIVE SESSION (if required)

NEXT MEETING: September 19, 2016 at 1:00 PM
Administration Building Conference Room A

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIFTEEN
July 29, 2016**

A Special Meeting of the Board of Directors of Seal Beach Mutual Fifteen was called to order by President Friedman at 1:05 p.m. on Friday, July 29, 2016, in Building 5, Room B.

Directors present were: President Friedman, Secretary Reed, CFO Dunagan, and Directors Anderson, Rhodes, and Webster. Vice President Obenauer was absent.

The purpose of the meeting was to finish business from the Regular Monthly Board Meeting of July 18, 2016.

OLD BUSINESS

The Board members discussed rewriting Policy 7701.15 – Personal Liability and Property Insurance. It was the consensus of the Board to postpone action until more research is performed and bring back to the next Board Meeting for approval.

NEW BUSINESS

The Board members discussed amending Policy 7502.15 – Carport and Street Parking Regulations. It was the consensus of the Board that Director Anderson work on amending the policy to be brought back to the next Board Meeting for discussion.

Following a discussion, and upon a MOTION duly made by Director Anderson and seconded by Secretary Reed, it was

RESOLVED, To move the Mutual Fifteen mailboxes from another Mutuals' property to across Sunningdale Road between Buildings 7 and 20.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Director Anderson and seconded by Secretary Reed, it was

RESOLVED, To approve Mutual Fifteen participation with the GRF in a payment to Mitchell Land Development for replacement of vegetation that will be damaged in the construction of the remainder of the Perimeter Walls in Mutual Fifteen adjacent to Buildings 14, 15, and 29, at a cost to Mutual Fifteen not to exceed \$7,500.

The MOTION passed.

**SPECIAL MEETING
MUTUAL FIFTEEN**

July 29, 2016

NEW BUSINESS (continued)

Following a discussion, and upon a MOTION duly made by Director Webster and seconded by CFO Dunagan, it was

RESOLVED, To approve the 2017 arborist estimate to trim trees, at a cost of \$44,309.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Director Anderson and seconded by CFO Dunagan, it was

RESOLVED, To place four trees in front of Building 13, remove one tree, and plant Brazilian box trees, for a total cost of \$1,600.

The MOTION passed.

The Board members discussed amending Policy 7416.15 – Breezeway Rules and Regulations. It was the consensus of the Board to postpone action until the next Board Meeting.

ADJOURNED

There being no further business to conduct, President Friedman adjourned the meeting at 2:58 p.m.



Attest
Joyce Reed, Secretary
SEAL BEACH MUTUAL FIFTEEN
cd:8/10/16

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (15) FIFTEEN

MUTUAL BOARD MEETING DATE: August 15, 2016

INSPECTOR: Jerry Antisdell

PERMIT ACTIVITY									
UNIT #	DESCRIPTION OF WORK	GR/FICITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS		
1-Q	BATHROOM REMODEL	BOTH	03/26/16	05/26/16	YES	4/14/16 PLUMBING	LOS AL BLDRS		
1-Q	BATHROOM REMODEL	BOTH	03/26/16	05/26/16	YES	06/09/16 FINAL	LOS AL BLDRS		
1-R	WASHER/DRYER/COUNTERS	BOTH	06/01/16	08/18/16	YES/06/20/16	NONE	LOS AL BLDRS		
1-R	WASHER/DRYER/COUNTERS	BOTH	06/01/16	08/18/16	YES	ROUGH/PLUMB/DRYWALL	LOS AL BLDRS		
3-A	RETROFIT WINDOWS	BOTH	01/15/16	01/18/16	NO	4/1/16 FINAL	LOS AL BLDRS		
3-A	REMODEL SHOWERS	BOTH	03/04/16	06/01/16	NO	5/11/16 FINAL	SHOW CASE NOT DONE		
3-A	PATIO SLAB/CLOSET	BOTH	04/26/16	06/30/16	NO	06/01/16 FOOTINGS	BULTSMA INNOVATION		
3-A	PATIO SLAB/CLOSET	BOTH	04/26/16	06/30/16	YES	07/01/16 FRAM/ELEC/ROOF	LOS AL BLDRS		
3-A	PATIO SLAB/CLOSET	BOTH	04/26/16	06/30/16	YES	07/07/16 INSULATION	LOS AL BLDRS		
3-A	PATIO SLAB/CLOSET	BOTH	04/26/16	06/30/16	YES	07/11/16 DRYWALL	LOS AL BLDRS		
3-A	PATIO SLAB/CLOSET	BOTH	04/26/16	06/30/16	YES	07/25/16 FINAL	LOS AL BLDRS		
3-A	CAN LIGHTS	BOTH	04/18/16	06/18/16	NO	5/11/16 FINAL	LOS AL BLDRS		
3-G	DISHWASHER	BOTH	05/06/16	05/30/16	NO	05/30/16	AG CONSTRUCTION		
3-G	HEATING/AIR/HEAT PUMP	BOTH			NO		LOS AL BLDRS		
3-H	REPLACE HEAT PUMP	BOTH	04/15/16	07/15/16	NO	06/13/16 FINAL	GREENWOOD		
3-P	SHOWER/WASHER/DRYER	BOTH	11/06/15	05/10/16	YES	05/19/16 FINAL	GREENWOOD		
3-Q	HEAT PUMP	BOTH	08/01/16	09/01/16	NO	NONE	AG CONSTRUCTION		
5-B	ROOM ADDITION	BOTH	10/24/15	05/20/16	YES 07/20/16	08/04/16 FINAL	ALPINE		
5-L	LIGHTS/CROWN MOLDING	BOTH	08/08/16	09/08/16	NO	YES 07/20/16	NATIONWIDE		
7-J	WASHER/DRYER	BOTH	05/23/16	06/30/16	YES	NONE	SWENMAN		
7-J	WASHER/DRYER	BOTH	05/23/16	06/30/16	NO	NONE	LOS AL BLDRS		
7-J	WASHER/DRYER	BOTH	05/23/16	06/30/16	NO	5/23/16 ROUGH PLUMBING	LOS AL BLDRS		
7-J	WASHER/DRYER	BOTH	05/23/16	06/30/16	NO	06/03/16 DRYWALL NAILING	LOS AL BLDRS		
7-J	FLOORING	GRF	06/08/16	06/12/16	NO	06/14/16 FINAL	LOS AL BLDRS		
7-M	HEAT PUMP	BOTH	07/31/16	08/31/16	NO	06/12/16	LOS AL BLDRS		
8-C	REMODEL	BOTH	04/11/16	06/01/16	NO	NONE	FAMILY FLOORS		
8-C	REMODEL	BOTH	04/11/16	06/01/16	NO	4/25/16 PLUMBING	GREENWOOD		
8-C	REMODEL	BOTH	04/11/16	06/01/16	NO	4/29/16 FOOTINGS	BERGKVIST		
8-C	REMODEL	BOTH	04/11/16	06/01/16	NO	5/06/16 FRAM/ELEC	BERGKVIST		
8-C	REMODEL	BOTH	04/11/16	06/01/16	NO	05/10/16 DRYWALL NAILING	BERGKVIST		
8-E	HEATING/AIR/HEAT PUMP	BOTH	05/03/16	06/01/16	NO	06/14/16 FINAL	BERGKVIST		
9-F	CABINETS/COUNTERS/KIT	BOTH	05/23/16	07/23/16	NO	06/13/16 FINAL	GREENWOOD		
9-F	CABINETS/COUNTERS/KIT	BOTH	05/23/16	07/23/16	NO	NONE	LOS AL BLDRS		
9-H	CART PAD/GFC OUT LET	BOTH	06/25/16	07/30/16	NO	07/11/16 ELEC/FRAM/PLUMB	LOS AL BLDRS		
10-G	WASHER/DRYER	BOTH	04/13/16	06/24/16	NO	NONE	LOS AL BLDRS		
10-H	WASHER/DRYER	BOTH	06/24/16	09/05/16	NO	4/14/16 PLUMBING	BERGKVIST		
10-H	WASHER/DRYER	BOTH	06/24/16	09/05/16	NO	NONE	BERGKVIST		
10-H	WASHER/DRYER	BOTH	06/24/16	09/05/16	NO	07/22/16 WIRING/FRAM/PLUMB	PUROCLEAN		

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (15) FIFTEEN

MUTUAL BOARD MEETING DATE: August 15, 2016

INSPECTOR: Jerry Antisdell

10-H	WASHER/DRYER	BOTH	06/24/16	09/05/16	NO	07/26/16 LATH/DRYWALL	PUROCLEAN
11-M	HEAT PUMP	BOTH	06/28/16	07/01/16	NO	07/12/16 FINAL	YES
11-M	CEILING FANS	GRF	06/30/16	07/14/16	NO	07/12/16 FINAL	YES
14-C	COUNTER TOPS/LIGHTS	BOTH	09/12/16	10/10/16	NO	NONE	BERGKVIST
15-H	KITCHEN/HEAT PUMP	BOTH	06/30/16	09/24/16	NO	NONE	LOS AL BLDRS
15-H	KITCHEN/HEAT PUMP	BOTH	06/30/16	09/24/16	NO	07/26/16 UNDERGROND PLUMB	LOS AL BLDRS
16-H	HEAT PUMP	BOTH	08/02/16	11/02/16	NO	NONE	GREENWOOD
17-G	CEILINGS/ PATIO SLAB	BOTH	08/01/16	08/24/16	NO	NONE	HADI
21-K	KITCHEN CABINETS	BOTH	07/25/16	08/15/16	NO	NONE	AMORE DESIGN
21-R	KITCHEN/WASHER/DRYER	BOTH	04/15/16	06/15/16	NO	5/17/16 ELECT/PLUMBING	BJ & CO
21-R	KITCHEN/WASHER/DRYER	BOTH	04/15/16	06/15/16	NO	5/23/16 DRYWALL NAILING	BJ & CO
21-R	KITCHEN/WASHER/DRYER	BOTH	04/15/16	06/15/16	NO	06/16/16 FINAL	BJ & CO
23-D	ELECTICAL PANEL	BOTH			NO	06/03/16 FINAL	OGAN
26-C	REMODEL KITCHEN	BOTH	03/10/16	05/10/16	NO	NONE	AG CONSTRUCTION
27-E	BATHTUB	BOTH	07/17/16	08/30/16	NO	NONE	LOS AL BLDRS
29-B	ROOM ADDITION	BOTH	04/15/16	07/15/16	NO	05/10/16 FOOTINGS	LOS AL BLDRS
29-B	ROOM ADDITION	BOTH	04/15/16	07/15/16	NO	06/01/16 FRAMING/ELECTRICAL	LOS AL BLDRS
29-B	ROOM ADDITION	BOTH	04/15/16	07/15/16	NO	06/13/16 INSULATION	LOS AL BLDRS
29-B	ROOM ADDITION	BOTH	04/15/16	07/15/16	NO	07/15/16 FINAL	LOS AL BLDRS
29-D	ROOM ADDITION	BOTH	11/10/15	05/31/16	YES	NONE	AG CONSTRUCTION
29-M	ROOM ADDITION	BOTH	08/15/16	05/31/16	YES	NONE	AG CONSTRUCTION
30-E	PATIO SLAB	BOTH	05/09/16	05/29/16	NO	5/17/16 FOOTINGS	OGAN
30-E	PATIO SLAB	BOTH	05/09/16	05/29/16	NO	05/29/16 FINAL	OGAN
30-H	BATH VANITIES	BOTH	07/25/16	09/01/16	NO	08/08/16 FINAL	BJ & COMPANY
32-G	ROOM ADDITION	BOTH	01/15/16	05/30/16	NO	03/22/16 FRAMING	LOS AL BLDRS
32-M	WINDOWS	BOTH	06/27/16	07/08/16	NO	NONE	BODIES GLASS
33-A	REMODEL	BOTH	05/08/16	10/28/16	NO	NONE	KONRAD
34-R	HEATING/AIR/HEAT PUMP	BOTH	08/24/16	10/30/16	NO	NONE	GREENWOOD
37-B	SHOWER	BOTH	05/09/16	05/23/16	NO	05/11/16 PLB/FRAM	BERGKVIST
37-B	SHOWER	BOTH	05/09/16	05/23/16	NO	06/03/16 FINAL	BERGKVIST
37-Q	HEATING/AIR/HEAT PUMP	BOTH	03/30/16	06/10/16	NO	NONE	GREENWOOD
39-C	HEATING/AIR/HEAT PUMP	BOTH	03/30/16	06/10/16	NO	06/14/16 FINAL	GREENWOOD
40-D	WINDOWS	BOTH	07/24/16	09/19/16	NO	NONE	LOS AL BLDRS
42-H	HEAT PUMP	BOTH	08/11/16	10/11/16	NO	NONE	ALPINE
42-H	KITCHEN COUNTER TOPS	BOTH	02/28/16	05/30/16	NO	NONE	MAMUSCIA
42-J	HEAT PUMP	BOTH	03/22/16	04/22/16	NO	05/06/16 FINAL	ALPINE
45-F	BATHROOM ENCLOSURES	GRF	03/31/16	05/15/16	NO	4/29/16 FINAL	LOS AL BLDRS
47-D	WINDOWS/ COUNTER TOP	BOTH	07/20/16	07/28/16	NO	NONE	SEASCAPE
47-D	SHOWER	BOTH	06/24/16	07/15/16	NO	NONE	WRIGHTS LABOR SERVICE
47-G	SKYLIGHTS	BOTH	07/25/16	08/08/16	NO	NONE	BERGKVIST

ALL SHADED AREAS HAVE BEEN SIGNED OFF

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (15) FIFTEEN

MUTUAL BOARD MEETING DATE: August 15, 2016

INSPECTOR: Jerry Antisdell

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
1-H		01/16/15					
2-C		04/01/16					
3-G		11/19/14	04/01/16	04/13/16	04/25/16		
7-D		08/01/16					
7-J		11/10/15	04/04/16	04/08/16	04/20/16		
8-G		05/20/16	06/21/16	06/21/16	07/06/16	07/27/16	
10-P		07/25/16					
11-M		05/10/16	06/09/16	06/13/16	06/27/16	07/06/16	
12-B		03/25/16					
13-K		03/25/16					
14-Q		05/20/16	07/05/16	07/06/16	07/19/16		
14-R		09/16/15	05/10/16	05/19/16	06/03/16	07/06/16	
15-B		12/16/15	03/03/16	03/10/16	03/22/16		
15-F		06/20/16					
15-H		03/18/16	05/11/16	05/17/16	06/01/16	06/27/16	
16-A		08/03/16					
17-G		04/16/16	06/08/16				
17-L		05/20/16	06/08/16	06/09/16	07/12/16		
17-M		05/20/16					
21-F		08/01/16					
22-D		04/01/16					
23-C		06/24/16					
23-L		10/08/14					
24-C		09/17/16	07/26/16	07/26/16	08/09/16		
26-D		05/23/16					
32-N		06/30/16					
32-P		03/23/16	05/03/16	05/17/16	06/01/16	07/12/16	
41-A		12/11/15					
42-F		11/12/16					
42-K		05/20/14					
43-H		03/24/16	07/08/16	07/08/16	07/22/16		
44-G		06/09/15					
45-B		09/10/15	04/04/16	04/04/16	04/16/16		

ALL SHADED AREAS HAVE BEEN SIGNED OFF

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

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (15) FIFTEEN

MUTUAL BOARD MEETING DATE: August 15, 2016

INSPECTOR: Jerry Antisdell

CONTRACTS	
CONTRACTOR	PROJECT
MJJURADO	BUILDINGS 17 AND 23 SIDEWALK REPLACEMENT
	BIDS ON SIDEWALK AND FLOW LINE REPLACEMENT
	BIDS ON CARPORT REPLACEMENT AT CARPORTS 29 TO 34
	BIDS ON SIDEWALK AND CARPORTS AT CARPORTS 8 & 13
	SIDEWALK AND FLOW LINE BY BLDGS 29 TO 34 HAVE BEEN COMPLETED
ALL SHADED AREAS HAVE BEEN SIGNED OFF	
MUTUAL AND SHAREHOLDER REQUEST	
CALLS AND VISITS TO UNITS	CALLS ON LIFTS
39	9

DRAFT

PHYSICAL PROPERTY

Personal Liability and Property Insurance - Mutual Fifteen

The Mutual's Master Policy covers the Mutual's buildings and common areas. This policy does *NOT* cover earthquake damage, and does not cover a shareholder's personal property anywhere on Mutual Fifteen premises, including any non-structural upgrades such as appliances, fixtures and other interior improvements in the dwelling unit. Nor does this policy cover personal liability in the event a shareholder becomes legally liable for causing bodily injury and/or property damage to another person or to Mutual property. BE AWARE that the liable shareholder is responsible for payment of the Mutual's policy DEDUCTIBLE when damage occurs through no fault of the Mutual Corporation.

If the unit has been expanded structurally, the expansion is part of the Mutual's buildings and would, if the premises are restored, be rebuilt in case of a covered peril. However, shareholders would be responsible for any non-standard/non-structural items within the expansion or original space such as, but not limited to, upgraded doors, bay windows, triple-pane windows, skylights, flooring, window treatments, counter tops, cabinets, appliances, fixtures.

The Mutual Corporation is not responsible for personal property, or damage to personal property stored or parked on the street or in the carport, such as vehicles and other property stored in or under the storage cabinets.

An HO-6 condo policy can provide the coverage a shareholder needs to insure payment of the Mutual's deductible, personal property, personal liability, and to complete repairs to the interior items that are their responsibility.

A shareholder may be unable to occupy the unit while repairs are being made. The shareholder shall be responsible for living expenses incurred and the monthly assessment on the unit regardless of who caused the damage.

As each shareholder's situation is different, the best advice is to consult with a professional insurance agent that is knowledgeable about the dwelling unit and the shareholder's needs so that they have sufficient personal insurance coverage in the event that the interior of the unit, non-standard items, non-structural items and/or personal possessions are damaged or destroyed or when personal liability issues arise.

MUTUAL ADOPTION
FIFTEEN:

AMENDMENTS

(Drafted on 08/09/16 by jl)

RESIDENT REGULATIONS

Carport and Street Parking Regulations -- Mutual Fifteen

Street Parking

1. Vehicles that are in violation of Policy 7502.15, as well as vehicles not belonging to Mutual Fifteen shareholder/members or their visitors, will receive a 96 hour "Notice To Tow" and will be towed away by the Towing Company under contract with Mutual Fifteen. This will be done at the Owner's expense
2. All vehicles parked or operating on Mutual Fifteen property must be in operating condition as described in the California Department of Motor Vehicles Code, Division 12, Equipment of Vehicles, Article 24000-28150, or they will be towed. All vehicles must have a current registration displayed.
3. No vehicle can remain in the same parking space for more than 72 hours. After that time the vehicle must be moved to another available parking space.
4. Mutual Fifteen shareholder/members or their guests, may park their recreational vehicles on the street for a maximum of 48 hours. Vehicles in violation of this time limit are subject to towing, after two written warnings are issued, 48 hours apart, by the Security Department.
5. Shareholders with two (or more) vehicles: For overnight parking, one car shall be parked in Shareholder's assigned carport space.
6. Caregivers may park in Shareholder's assigned carport space. Caregivers may park overnight on Mutual Fifteen street parking, when approval has been obtained from a Mutual Director.

MUTUAL ADOPTION

FIFTEEN: 01-18-71

AMENDMENTS

10-03-92, 05-21-01, 09-18-06, 11-19-12,
02-15-13, 03-16-15

DRAFT REVISION

7416

MUTUAL OPERATIONS

PHYSICAL PROPERTY

Breezeway Rules and Regulations - Mutual Fifteen Only

WHEREAS in an effort to ensure that the attractiveness of the breezeways adds to the enjoyment of the shareholders of the two-story apartment buildings; to ensure that the breezeways and walkways are clear of obstructions for safety purposes; and that the breezeways are a common area shared with neighbors, and the Mutual provides a special monthly cleaning service to the shareholders residing in the two-story apartments;

BE IT RESOLVED, THEREFORE, THAT:

- 1) The placement of items outside an apartment shall not be permitted, so as to avoid any impediment to access, in any manner, by emergency personnel and their equipment, Golden Rain Foundation Security personnel, the Fire Department, health providers, or Service Maintenance personnel for repairs to all adjoining apartments.
- 2) Bicycles, tricycles or other modes of transportation shall not be parked near the apartment or under the stairs. These items are permitted to be parked in the carport space beneath the storage unit. Shareholders may apply to have a cement pad installed, which must comply with all rules and regulations of the Mutual.
- 3) The second story guard rails and underneath the stairs on the first floor shall be free of overhanging plants and clutter.
- 7) For any infractions of the above information, the shareholder shall receive a written notice to remove any items that do not comply with these rules and regulations within ten (10) days of letter. Failure to remove stated items shall be removed by Mutual at shareholder's expense.

MUTUAL ADOPTION

FIFTEEN: 16 Oct 06

(Oct 06)