

**A G E N D A**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL FIFTEEN**  
**September 17, 2018**  
**Meeting begins at 1:00 p.m.**  
**Administration Building, Conference Room A**

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
2. BOARD ROOM DECORUM
3. SHAREHOLDER COMMENTS (2-3 minutes per shareholder. Agenda items only)
4. ROLL CALL
5. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Ms. Hopkins, Mutual Administration Director  
Mr. Weaver, Facilities Director  
Mr. Rudge, Physical Property Manager  
Mr. Antisdell, Building Inspector  
Mrs. Aquino, Recording Secretary

6. APPROVAL OF MINUTES:  
**Regular Board Meeting Minutes of July 16, 2018**
7. BUILDING INSPECTOR'S REPORT Mr. Antisdell  
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p.3)
  - a. Update re-roofing bids 2019
8. **GUEST SPEAKERS** **Mr. Weaver / Mr. Rudge**
  - a. Update on Curb Painting, Signage and CAMUTCD
9. GRF REPRESENTATIVE Mr. Friedman
10. **UNFINISHED BUSINESS**
  - a. Ratify phone poll vote taken on August 21, 2018 regarding tree removal (p.4)
  - b. Ratify phone poll vote taken on August 23, 2018 regarding sewer relining (p.5)
  - c. Discuss and vote to adopt Policy 7541 – Co-Occupants, Qualified Permanent Residents and Health Care Providers (p.6)
11. **NEW BUSINESS**
  - a. Update regarding Mutual 15 Merger

**STAFF BREAK BY 3:00 p.m.**

12. SECRETARY / CORRESPONDENCE Mr. Gildner

13. CHIEF FINANCIAL OFFICERS REPORT Mr. Harlow
  - a. Discuss and vote to approve/deny the transfer of funds from Capital to Appliance Reserves (p. 8)
14. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
15. ANNOUNCEMENTS
  - a. **Next Meeting: Monday, October 15, 2018 1:00 p.m.  
Administration Building, Conference Room A**
  - b. **Town Hall – Mutual 15 Merger  
October 2, 2018 6:00 p.m. Clubhouse 2**
16. COMMITTEE REPORTS
  - a. Vacant Unoccupied or Seasonal Use Units Inspection Committee
  - b. Landscape Policy Review Committee
17. DIRECTORS' COMMENTS
18. SHAREHOLDER(S)' COMMENTS (2-3 MINUTES)
19. ADJOURNMENT
20. EXECUTIVE SESSION

**STAFF WILL LEAVE THE MEETING BY 4:00 p.m.**

**INSPECTOR MUTUAL REPORT**

MUTUAL: (15) FIFTEEN

REPORT **SEPTEMBER REPORT**

INSPECTOR: **Jerry Antisdal**

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	PE	
						RECENT INSPECTION	CONTRACTOR / COMMENTS
2-C	REMODEL	BOTH	03/26/18	08/31/18	NO	NONE	PIP PLUMBING AND CONSTR.
2-C	BLOOCK WALL PATIO	BOTH	08/01/18	09/28/18	NO	NONE	PIP PLUMBING AND CONSTR.
3-E	HEAT PUMP	BOTH	07/09/18	10/09/18	NO	NONE	GREENWOOD
3-G	WINDOWS	BOTH	09/04/18	10/04/18	NO	NONE	RYDEN CONSTRUCTION
3-P	OUTLETS/SWITCHES	GR	08/07/18	09/07/18	NO	NONE	BERGKIVIST
5-M	BATH COUNTER /SINK	BOTH	07/02/18	08/15/18	NO	NONE	LOS AL BLDRS
7-D	REMODEL	BOTH	09/10/18	10/26/18	NO	NONE	BERGKIVIST
7-G	HEAT PUMP	BOTH	07/08/18	10/06/18	NO	08/08/18 FINAL	GREENWOOD
7-K	PATIO ROOF	BOTH	05/15/18	09/30/18	NO	06/29/18 FINAL	LOS AL BLDRS
8-H	REBUILD FROM FIRE	BOTH	04/09/18	09/28/18	NO	05/25/18 FRAMING/INSUL/ELEC	MARKIE CONTRACTORS
8-H	REBUILD FROM FIRE	BOTH	04/09/18	09/28/18	NO	06/14/18 LATH/DRYWALL	MARKIE CONTRACTORS
8-H	REBUILD FROM FIRE	BOTH	04/09/18	09/28/18	NO	08/02/18 FINAL	MARKIE CONTRACTORS
14-G	FLOORING	BOTH	06/13/18	06/20/18	NO	NONE 08/19/18 FINAL	BIXBY PLAZA
12-A	HEAT PUMP	BOTH	08/31/18	11/30/18	NO	NONE	GREENWOOD
15-F	SOLATUBE	BOTH	09/01/18	12/31/18	NO	NONE	SOLATUBE HOME
16-P	SECURITY/ENTRY DOORS	BOTH	07/30/18	10/10/18	NO	NONE	LW DECOR
17-H	HEAT PUMP	BOTH	05/28/18	09/28/18	NO	05/29/18 FINAL	ALPINE
19-C	HEAT PUMP	BOTH	06/05/18	07/05/18	NO	NONE	ALPINE
20-F	HEAT PUMP	BOTH	07/26/18	10/26/18	NO	08/08/18 FINAL	GREENWOOD
21-N	PATIO ENCLOSURE	BOTH	05/12/18	11/20/18	NO	08/19/18 FRAMING/SHEATHING	LOS AL BLDRS
21-N	PATIO ENCLOSURE	BOTH	05/12/18	11/20/18	NO	07/25/18 ELECTR/INSULATION	LOS AL BLDRS
21-N	PATIO ENCLOSURE	BOTH	05/12/18	11/20/18	NO	07/30/18 DRYWALL	LOS AL BLDRS
22-H	HEAT PUMP DUEL ZONE	BOTH	09/07/18	10/07/18	NO	NONE	ALPINE
22-H	SOLATUBE	BOTH	09/01/18	12/31/18	NO	NONE	SOLATUBE HOME
23-J	HEAT PUMP	BOTH	04/25/18	07/25/18	NO	05/29/18 FINAL	GREENWOOD
23-Q	WINDOWS	BOTH	08/28/18	08/31/18	NO	NONE	BROADWAY GLASS

**INSPECTOR MUTUAL REPORT**

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdal**

23-R	ENTRY DOOR	GR	05/21/18	06/21/18	NO	06/20/18 FINAL	CGR CONSTRUCTION
25-G	AWNING	GR	09/18/18	09/18/18	NO	NONE	AAA AWNINGS
27-B	PATIO	BOTH	03/18/18	08/18/18	NO	05/03/18 FINAL	LOS AL BLDRS
36-B	WINDOWS	BOTH	03/05/18	04/19/18	NO	NONE	SEAPORT SASH AND DOORS
36-B	REMODEL	BOTH	05/14/18	06/24/18	YES	05/29/18 FRAM/ROURH WIRE	OGAN
41-A	AWNING	GR	09/10/18	09/10/18	NO	NONE	AAA AWNINGS
42-F	WINDOWS	BOTH	08/23/18	09/23/18	NO	NONE	BROADWAY GLASS
46-F	KITCHEN REMODEL	BOTH	02/05/18	06/05/18	NO	NONE	AC&R CONSTRUCTION
46-F	KITCHEN REMODEL	BOTH	02/05/18	06/05/18	NO	03/26/18 ROUGH ELEC/PLUMB	AC&R CONSTRUCTION
46-F	KITCHEN REMODEL	BOTH	02/05/18	06/05/18	NO	04/02/18 DRYWALL	AC&R CONSTRUCTION
46-F	KITCHEN REMODEL	BOTH	02/05/18	06/05/18	NO	06/20/18 FINAL	AC&R CONSTRUCTION
46-F	FLOORING	GR	04/24/18	05/11/18	NO	09/20/18 FINAL	CORNERSTONE FLOORS
46-F	SHOWER	BOTH	04/24/18	05/18/18	NO	08/20/18 FINAL	CORNERSTONE FLOORING
48-G	REMODEL	BOTH	06/11/18	08/31/18	NO	07/02/18 FOOTING	BERGKIVIST
48-G	REMODEL	BOTH	06/11/18	08/31/18	NO	08/10/18 FRA/ELE/LATH/PLUM	BERGKIVIST
48-G	REMODEL	BOTH	06/11/18	08/31/18	NO	08/13/18 INSULATION	BERGKIVIST

ALL SHADED AREAS HAVE BEEN SIGNED OFF

**ESCROW ACTIVITY**

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
3-P		05/25/18	06/18/18	06/22/18	07/09/18		
8-F		07/10/18					
9-C		08/02/18					
9-E		07/12/18					
13-C		05/04/18					
14-B		07/10/18					
21-C		07/31/18					
22-H		06/29/18	07/13/18	07/19/18	08/02/18		
34-P		02/01/18					

**INSPECTOR MUTUAL REPORT**

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdal**

37-E		11/06/17					
37-E		07/10/18					
40-A		06/28/18					
40-F		03/20/18					
42-M		05/25/18					

SHADED AREAS HAVE BEEN SIGNED OFF

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

**CONTRACTS/PROJECTS**

SEWER CLEANING WITH EMPIRE PIPE CONTRACT GOOD THROUGH 2020
BUDGET COST TO REPLACE 18 ONE STORY ROOFS \$900.000
JOHNS LANDSCAPE CONTRACT GOOD THROUGH 2019
PEST /TERMITE CONTRACT GOOD THROUGH 2020
DRYER CONTRACT WITH WASH MULTIFAMILY GOOD THROUGH 2022
RF LIFT CONTRACT GOOD THROUGH 2018
MJJURADO WILL HAVE A PRICE AT NEXT MEETING FOR CURB AND T&S AND L&S
CALLS AND VISITS TO UNITS 59 CALLS ON LIFTS 17

# *Mutual Corporation No. Fifteen*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO RATIFY THE PHONE POLL VOTE TAKEN ON  
AUGUST 21, 2018 REGARDING TREE REMOVAL  
(UNFINISHED BUSINESS ITEM A)  
**DATE:** AUGUST 20, 2018  
**CC:** MUTUAL FILE

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On August 21, 2018, President Dunagan held a phone poll for the removal of two (2) trees at Unit 36-D and 44-G.

***I move to ratify the phone poll vote taken on August 21, 2018, regarding the removal of two (2) trees at Unit 36-C, at a cost not to exceed \$2,000.***

# *Mutual Corporation No. Fifteen*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO RATIFY THE PHONE POLL VOTE TAKEN ON AUGUST 23, 2018 REGARDING SEWER RELINING (UNFINISHED BUSINESS ITEM B)  
**DATE:** SEPTEMBER 17, 2018  
**CC:** MUTUAL FILE

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On August 23, 2018, President Dunagan held a phone poll for the relining of the sewer at Building 40.

***I move to ratify the phone poll vote taken on August 23, 2018, regarding the sewer relining and repair at Building 40 completed by A1 Total Service Plumbing, at a cost not to exceed \$21,463.25.***

# Mutual Corporation No. Fifteen

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO ADOPT POLICY 7541 – CO-OCCUPANTS, QUALIFIED PERMANENT RESIDENTS AND HEALTH CARE PROVIDERS  
(UNFINISHED BUSINESS ITEM C)  
**DATE:** SEPTEMBER 17, 2018  
**CC:** MUTUAL FILE

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At the August 20, 2018, Board Meeting, it was the consensus of the Board to postpone adoption of Policy 7541 – Co-Occupants, Qualified Permanent Residents and Health Care Providers pending further research.

On September 17, 2018, the Board of Directors will discuss and vote to adopt Policy 7541 – Co-Occupants, Qualified Permanent Residents and Health Care Providers (attached).

***I move to adopt Policy 7541 – Co-Occupants, Qualified Permanent Residents and Health Care Providers on a preliminary basis until the 30-day posting period is completed.***

MUTUAL OPERATIONS**DRAFT****RESIDENT REGULATIONS****Co-Occupants, Qualified Permanent Residents and Health Care Providers**

The community facilities of the Golden Rain Foundation are maintained for the use of members of Leisure World Seal Beach with the following exceptions:

1. Co-Occupants

- a. Senior citizens, as defined in California Civil Code Section ~~51.3(e)(1)~~ **51.3(b)(1)**, who are not members but are approved by the Mutuels to reside with a stockholder, shall be entitled to use all of the community facilities upon payment of a fee equal to the Amenities Fee listed in Policy 5061-31. (Forms 9001 and 9002)
- b. In order to comply with section 51.3 of the California Civil Code, the following classes of citizens may reside in Leisure World Seal Beach.
  - i.) Is 55 years of age or older
  - ii.) Has completed the Co-Occupant Application
  - iii.) Has written authorization from the Mutual President, or any Mutual Officer so designated by the Mutual President, to reside in the dwelling unit.
  - iv.) Has paid the required Amenities Fee to the Golden Rain Foundation

2. Qualified Permanent Residents

- a. Persons who are not senior citizens as defined in California Civil Code Section ~~51.3(e)(1)~~ **51.3(b)(1)**, who can present proof that they are eligible to be classified as Qualified Permanent Residents under California Civil Code Section ~~51.3(e)(2)~~, **51.3(b)(2)**, shall be entitled to use all of the community facilities upon payment of a fee equal to the Amenities Fee listed in Policy 5061-31. (Forms 9003 and 9004)

3. Health Care Providers

- a. Permitted health care residents, as defined in California Civil Code Section ~~51.3(e)(6)~~ **51.3(B)(7)**, shall be required to obtain a Caregiver Pass and are not entitled to use any of the community facilities. The administration shall furnish each Mutual a monthly report of those health care providers residing in the Mutual.

# *Mutual Corporation No. Fifteen*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE/DENY THE TRANSFER OF FUNDS FROM  
CAPITAL TO APPLIANCE RERSERVES  
(CHIEF FINANCIAL OFFICERS REPORT ITEM A)  
**DATE:** SEPTEMBER 17, 2018  
**CC:** MUTUAL FILE

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*I move to approve/deny the transfer of funds in the amount of \$100,000 from Capital to Appliance Reserves.*