AGENDA

REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS SEAL BEACH MUTUAL FIFTEEN

November 19, 2018 Meeting begins at 1:00 p.m. Administration Building, Conference Room A

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
- 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):

OptumCare Representative
Mr. Friedman, GRF Representative
Ms. Hopkins, Mutual Administration Director
Mr. Antisdel, Building Inspector
Mrs. Aquino, Recording Secretary

- 6. APPROVAL OF MINUTES:

 Regular Board Meeting Minutes of October 15, 2018
- 7. BUILDING INSPECTOR'S REPORT Mr. Antisdel Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p. 3-4)
 - a. Discuss and vote to approve/deny re-roofing of fifteen (15) Buildings (p. 5)
 - b. Discuss and vote to approve/deny curbside painting (p. 6)
 - c. Discuss and vote to approve/deny the renewal of RF Lift Contract (p. 7)
 - d. Update on Mutual sidewalk impediments
- 8. **GUEST SPEAKER OptumCare**
- GRF REPRESENTATIVE

Mr. Friedman

- 10. **UNFINISHED BUSINESS**
 - a. Discuss and vote to ratify adopted/posted Policy 7541 <u>Co-Occupants</u>, Qualified Permanent Residents and Health Care Providers (p. 8-9)
- 11. **NEW BUSINESS**
 - a. Discuss and vote to reschedule the Regular Board Meeting of January 21, 2019 (p. 10)

STAFF BREAK BY 3:00 p.m.

12.	SECRETARY	/ CORRESPONDENCE
14.		

Mr. Gildner

13. CHIEF FINANCIAL OFFICERS REPORT

Mr. Harlow

- a. Discuss and vote to approve the transfer of funds from Capitol Account to Appliance Reserves (p. 11)
- 14. MUTUAL ADMINISTRATION DIRECTOR

Ms. Hopkins

- 15. ANNOUNCEMENTS
 - a. Next Meeting: Monday, December 17, 2018 1:00 p.m. Administration Building, Conference Room A
- 16. COMMITTEE REPORTS
 - a. Vacant Unoccupied or Seasonal Use Units Inspection 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 INSPECTOR: Jerry Antisdel

REPORT | NOVEMBER 19 TH

PERMIT ACTIVITY							
UNIT#	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
3-P	DRYWALL LIVINGROOM	вотн	08/21/18	10/21/18	NO	09/28/18 FINAL	CGR CONSTRUCTION
5-P	WINDOWS	вотн	09/18/18	10/18/18	NO	10/12/18 FINAL	SWENMAN
7-D	REMODEL	вотн	09/10/18	10/26/18	NO	10/15/18 FINAL	BERGKVIST
10-R	HEAT PUMP	вотн	10/10/18	11/10/18	NO	10/17/18 FINAL	ALPINE
12-A	HEAT PUMP	вотн	08/31/18	11/30/18	NO	11/08/18 FINAL	GREENWOOD
12-A	SHOWER CUT DOWN	вотн	10/30/18	11/30/18	NO	NONE	NUKOTE
13-A	MICROWAVE	вотн	10/08/18	12/10/18	NO	NONE	LOS AL BLDRS
16-B	HEAT PUMP	вотн	10/08/18	01/20/18	NO	11/06/18 FINAL	GREENWOOD
16-C	GLASS DOOR	вотн	10/22/18	11/30/18	NO	NONE	BERGKVIST
16-C	PATIO SLAB	GRF	10/22/18	11/30/18	NO	NONE	BERGKVIST
16-P	SECURITY/ENTRY DOORS	вотн	07/30/18	10/10/18	NO	NONE	LW DECOR
18-B	SOLATUBE	вотн	10/01/18	12/29/18	NO	11/06/18 FINAL	SOLATUBE
20-G	WINDOWS	вотн	09/24/18	11/15/18	NO	10/12/18 FINAL	LOS AL BLDRS
23-Q	WINDOWS	вотн	09/28/18	09/31/18	NO	10/09/18 FINAL	BROADWAY GLASS
34-A	WINDOWS	вотн	09/12/18	10/12/18	NO	10/11/18 FINAL	SWENMAN
36-B	WINDOWS	вотн	03/05/18	04/19/18	NO	NONE	SEAPORT SASH AND DOORS
36-B	SLIDER	вотн	08/23/18	10/23/18	NO	09/26/18 FINAL	BODIES GLASS SERVICE
37-K	SOLA TUBES	вотн	09/15/18	12/31/18	NO	NONE	SOLA TUBE
42-F	WINDOWS	вотн	08/23/18	09/23/18	NO	10/08/18 FINAL	BROADWAY GLASS
42-M	KIT/WINDOWS	вотн	10/08/18	11/30/18	NO	NONE	NATIONWIDE
47-G	BLOCK WALL PATIO	GRF	10/08/18	11/08/18	NO	NONE	BERGKVIST
48-G	REMODEL	вотн	06/11/1/8	08/31/18	NO	07/02/18 FOOTING	BERGKVIST
48-G	REMODEL	вотн	06/11/18	08/31/18	NO	08/10/18 FRA/ELE/LATH/PLUM	BERGKVIST
48-G	REMODEL	вотн	06/11/18	08/31/18	YES	08/13/18 INSULATION	BERGKVIST
48-G	REMODEL	вотн	06/11/18	08/31/18	YES	10/04/18 FINAL	BERGKVIST
		ALL	SHADED A	REAS HAVE	BEEN SIG	ENED OFF	

ESCROW ACTIVITY

UNIT#	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS	
8-F		07/10/18						
9-C		08//02/18						
9-E		07/12/18						
13-C		05/04/18						
13-H		09/20/18						
14-R		09/12/18						
16-R		09/20/18						
21-C		07/31/18						
23-L		10/24/18						
34-P		02/01/18	10/18/18	10/24/18				
37-E		11/06/17						
37-E		07/10/18	10/11/18	10/29/18	10/15/18			
40-A		06/28/18						
40-F		03/20/18						
41-Q		10/17/18						
42-M		05/25/18						
46-M		10/10/18						
47-C		09/25/18						

SHADED ARES 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 MUTUAL REPORT

MUTUAL: (15) FIFTEEN INSPECTOR: Jerry Antisdel

CONTRACTS/PROJECTS					
SEWER CLEANING WITH EMPIRE PIPE CONTRACT GOOD THROUGH 2020					
JOHNS LANDSCAPE CONTRACT GOOD THROUGH 2019					
PEST /TERMITE CONTRACT GOOD THROUGH 2020					
DRYER CONTRACT WITH WASH MULTIFAMILY GOOD THROUGH 2022					
COST TO REPLACE 15 ROOFS \$834,778.00 WITH NEW GUTTERS					
MJ JURADO NOT TO EXCEED \$18,000					
R F ERECTION CO COST FOR NEW SERVICE CONTRACT \$7,956.00 PER QUARTER					
CALLS AND VISITS TO UNITS 42 AND CALLS TO LIFTS 11					

MEMO

TO: MUTUAL BOARD OF DIRECTORS

FROM: MUTUAL ADMINISTRATION

SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY RE-ROOFING OF FIFTEEN (15)

BUILDINGS (BUILDING INSPECTORS REPORT ITEM A)

DATE: NOVEMBER 19, 2018

CC: MUTUAL FILE

I move to approve/deny the re-roofing and gutter replacement for	or fifteen (15) buildings a	at a
cost not to exceed \$834,778, and authorize the President to sign	n the contract. Work to	be
completed by		

MEMO

TO: MUTUAL BOARD OF DIRECTORS

FROM: MUTUAL ADMINISTRATION

SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY CURBSIDE PAINTING

(BUILDING INSPECTORS REPORT ITEM B)

DATE: NOVEMBER 19, 2018

CC: MUTUAL FILE

I move to approve/deny the curbside painting, at a cost not to exceed \$18,000, and authorize the President to sign the contract. Work to be completed by M J Jurado.

MEMO

TO: MUTUAL BOARD OF DIRECTORS

FROM: MUTUAL ADMINISTRATION

SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY THE RENEWAL OF RF LIFT

CONTRACT (BUILDING INSPECTORS REPORT ITEM C)

DATE: NOVEMBER 19, 2018

CC: MUTUAL FILE

I move to approve/deny renewal of the RF Lift Contract, at a cost not to exceed \$7,956 per quarter, and authorize the President to sign the contract.

MEMO

TO: MUTUAL BOARD OF DIRECTORS

FROM: MUTUAL ADMINISTRATION

SUBJECT: DISCUSS AND VOTE TO RATIFY ADOPTED/POSTED POLICY 7541 – CO-

OCCUPANTS, QUALIFIED PERMANENT RESIDENTS AND HEALTH CARE

PROVIDERS (UNFINISHED BUSINESS ITEM A)

DATE: NOVEMBER 19, 2018

CC: MUTUAL FILE

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

On September 17, 2018, the Board of Directors voted to adopt Policy 7541 – <u>Co-Occupants</u>, <u>Qualified Permanent Residents and Health Care Providers</u> (attached).

The 30-day posting requirement has been met and on November 19, 2018, the Board of Directors will vote to ratify Policy 7541 – <u>Co-Occupants</u>, <u>Qualified Permanent Residents and Health Care Providers</u>.

I move to ratify adopted/posted Policy 7541 – <u>Co-Occupants, Qualified Permanent</u> Residents and Health Care Providers.

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 (c)(1) 51.3 (b)(1), who are not members but are approved by the Mutuals 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(c)(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(c)(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(c)(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.

MEMO

TO: MUTUAL BOARD OF DIRECTORS

FROM: MUTUAL ADMINISTRATION

SUBJECT: DISCUSS AND VOTE TO RESCHEDULE THE JANUARY 2019 REGULAR

BOARD MEETING (NEW BUSINESS ITEM A)

DATE: NOVEMBER 19, 2018

CC: MUTUAL FILE

The Mutual Fifteen Regular Board Meeting is scheduled on January 21, 2019, which is a holiday.

I move to reschedule the Regular Board Meeting of Monday, January 21, 2019, Conference Room A at 1:00 p.m., to January 22, 2019, Conference Room B at 9:00 a.m.

MEMO

TO: MUTUAL BOARD OF DIRECTORS

FROM: MUTUAL ADMINISTRATION

SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY THE TRANSFER OF FUNDS FROM

CAPITOL TO APPLIANCE RERSERVES

(CHIEF FINANCIAL OFFICERS REPORT ITEM A)

DATE: NOVEMBER 19, 2018

CC: MUTUAL FILE

I move to approve/deny the transfer of funds in the amount of \$50,000 from Capitol to Appliance Reserves.