

A G E N D A
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
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):

OptumCare Representative
Mr. Friedman, GRF Representative
Ms. Hopkins, Mutual Administration Director
Mr. Antisdell, Building Inspector
Mrs. Aquino, Recording Secretary
6. APPROVAL OF MINUTES:
Regular Board Meeting Minutes of October 15, 2018
7. BUILDING INSPECTOR'S REPORT Mr. Antisdell
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**
9. GRF REPRESENTATIVE Mr. Friedman
10. **UNFINISHED BUSINESS**
 - a. Discuss and vote to ratify adopted/posted Policy 7541 – Co-Occupants, 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 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**

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

Mutual Corporation No. Fifteen

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 fifteen (15) buildings at a cost not to exceed \$834,778, and authorize the President to sign the contract. Work to be completed by _____.

Mutual Corporation No. Fifteen

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.

Mutual Corporation No. Fifteen

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.

Mutual Corporation No. Fifteen

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 – Co-Occupants, Qualified Permanent Residents and Health Care Providers pending further research.

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

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

I move to ratify adopted/posted Policy 7541 – Co-Occupants, Qualified Permanent 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(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

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.

Mutual Corporation No. Fifteen

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.