

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIFTEEN
September 21, 2020
Meeting begins at 1:00 p.m.
Zoom Video and Call Conference Meeting

TO ATTEND: The Shareholder will be provided with instructions on how to access the call via telephone or via video upon the Shareholder contacting GRF Mutual Administration at mutualsecretaries@lwsb.com or (562)431-6586 ext. 313 and requesting the call-in or log-in information by no later than 3:30 p.m., on 09/18/2020, the business day before the date of the meeting.

TO MAKE COMMENTS DURING MEETING: In order to make a comment during the open Shareholder forum, the Shareholder must submit their name, Unit number, and telephone number, via e-mail at mutualsecretaries@lwsb.com, by no later than 3:30 p.m., on 09/18/2020, the business day before the date of the meeting. If you do not have access to an email, please call (562)431-6586 ext. 313 and let us know that you wish to make a comment during the open shareholder forum.

1. CALL TO ORDER
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):

Mr. Friedman, GRF Representative
Ms. Hopkins, Mutual Administration Director
Mr. Antisdell, Building Inspector
Ms. Gamboa, Portfolio Specialist
Ms. Dullaart, Recording Secretary

6. APPROVAL OF MINUTES:
 - a. **Regular Board Meeting Minutes of August 17, 2020**
 - b. **Organizational Meeting Minutes of August 21, 2020 (p. 3)**
7. BUILDING INSPECTOR'S REPORT Mr. Antisdell
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (pp. 4-9)
8. GRF REPRESENTATIVE Mr. Friedman
9. CONSENT CALENDAR
 - a. Discuss and vote to authorize transfers of funds for Mutual Fifteen (p. 10)

10. **UNFINISHED BUSINESS**

No Unfinished Business

11. **NEW BUSINESS**

- a) Approval of Monthly Finances (p. 11)
- b) Discuss and vote to amend Rules and Regulations – Section 2.5 – Skylights (p.12)
- c) Discuss and vote to approve Emergency Spending (p. 13)
- d) Discuss and vote to approve the Bulk Cable Agreement (pp. 14-16)
- e) Discuss and vote to approve Notice of Intent to Withdraw Authorization (p. 17)
- f) Discuss and vote to approve Property Tax Postponement Application (p. 18)
- g) Discuss and vote to approve receiving monthly minutes of other Mutuals' (p. 19)
- h) Discuss and vote to approve disclosure of “yes” and “no” votes, and abstentions in mutual minutes (p. 20)
- i) Discuss and vote to approve maintaining procedure per Policy 7510.15-Eligibility Requirements (p. 21)
- j) Discuss and vote to approve Mr. C's Towing Agreement (pp. 22-24)
- k) Discuss and vote to approve the Tree trimming proposal (pp. 25-26)
- l) Discuss and vote to approve the re-appointment of the Advisory Director (p.27)

STAFF BREAK BY 3:00 p.m.

- 12. SECRETARY / CORRESPONDENCE Bruce Bowles
- 13. CHIEF FINANCIAL OFFICERS REPORT David Harlow
- 14. MUTUAL ADMINISTRATION DIRECTOR Jodi Hopkins
- 15. ANNOUNCEMENTS

NEXT MONTHLY BOARD MEETING: MONDAY, OCTOBER 19, 2020 1:00 PM VIA ZOOM

- 16. COMMITTEE REPORTS
- 17. DIRECTORS' COMMENTS
- 18. SHAREHOLDER(S)' COMMENTS (2-3 MINUTES, IF TIME PERMITS)
- 19. ADJOURNMENT
- 20. EXECUTIVE SESSION

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

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIFTEEN
August 21, 2020**

The organizational meeting of Seal Beach Mutual Fifteen was held following the annual shareholders' meeting at Clubhouse 4. Ms. Hopkins acting as chairperson, called the meeting to order at 11:04 a.m. The purpose of the meeting was to elect the officers for the 2020–2021 term of office and to ascertain the regular monthly board meeting location, day, and time.

Those directors present were Ron Beeler, Bruce Bowles, Bob Crossley, Jackie Dunagan, Ron Gildner, David Harlow (via call) and Joyce Reed. Also present were Mutual Administration Director Jodi Hopkins and Recording Secretary Ripa Barua.

Ms. Hopkins opened the nominations for the office of the president. Ron Gildner nominated Jackie Dunagan for the president. There being no further nominations, Jackie Dunagan was elected to the office of president for the 2020–2021 term of office.

The chair was turned over to new elected President Jackie Dunagan, who then called for nominations for the vice president. President Dunagan nominated Ron Gildner for the office of vice president. There being no further nominations, Ron Gildner was elected to the office of vice president for the 2020–2021 term of office.

President Jackie Dunagan called for nominations for the office of the secretary. President Dunagan nominated Bruce Bowles for the office of secretary. There being no further nominations, Bruce Bowles was elected to the office of secretary for the 2020–2021 term of office.

President Jackie Dunagan called for nominations for the chief financial officer. President Dunagan nominated David Harlow for the office of chief financial officer. There being no further nominations, David Harlow was elected to the office of chief financial officer for the 2020–2021 term of office.

President Jackie Dunagan stated the Committee Assignments. Ron Beeler assigned to Carports and Breezeway Committee, Bruce Bowles assigned to Landscape Committee, Joyce Reed assigned to Physical Property Buildings 1-24 Committee, Ron Gildner assigned to Physical Property Buildings 25-48 Committee, and Bob Crossley assigned to Pets & Caregiver Committee.

The board discussed the monthly meeting location, day, and time.

Following a discussion, and upon a MOTION duly made by President Dunagan and seconded by Vice President Gildner, it was

RESOLVED to keep the regular monthly board meeting scheduled on the third Monday of the month, in the Administration Building Conference Room A at 1:00 p.m.

The MOTION passed.

There being no further business, the meeting was adjourned at 11:10 a.m.

Attest, Bruce Bowles, Secretary
SEAL BEACH MUTUAL FIFTEEN
Rb: 08/21/2020

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: Jerry Antisdel

REPORT: SEPTEMBER 21 ST

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
1-J	HEAT PUMP	BOTH	06/02/20	07/02/20	YES	DUE TO 19 09/10/20 FINAL	ALPINE
3-F	FLOORING	GRF	09/01/20	11/01/20	NO	NONE	KARYS CARPET
3-M	BATH REMODEL	BOTH	08/18/20	10/15/20	NO	STARTED LATE DUE TO 19	LOS AL BLDRS
6-A	FLOORING	GRF	07/06/20	09/06/20	NO	NONE	BIXBY PLAZA CARPET
7-A	ENTRY DOOR/WINDOWS	BOTH	06/15/20	08/15/20	NO	08/17/20 FINAL	LOS AL BLDRS
9-D	PATIO	GRF	09/02/20	10/31/20	NO	NONE	MJ JURADO
10-E	CABINETS/COUNTER TOPS	GRF	06/24/20	07/31/20	NO	08/07/20 FINAL LATE DUE-19	FLAMINGO CABINET DOOR
10-M	HEAT PUMP	BOTH	09/21/20	12/21/20	NO	NONE	GREENWOOD
13-F	FLOORING	GRF	09/16/20	11/16/20	NO	NONE	BIXBY PLAZA
14-A	FLOORING	GRF	08/31/20	09/15/20	NO	NONE	BIXBY PLAZA
14-D	HEAT PUMP	BOTH	05/27/20	08/27/20	NO	NONE	GREENWOOD
14-H	REMODEL/PATIO	BOTH	01/28/21	03/31/21	NO	NONE	HADI
16-A	AWNING	GRF	07/15/20	07/20/20	NO	07/23/20 FINAL	AFFORDABLE AWNINGS
16-Q	BATH REMODEL/FLOORING	BOTH	03/09/20	04/17/20	YES	03/10/20 FRAM/ELEC/PLUMB	BRERKVIST ON HOLD 19
16-R	REMODEL/ADDITION	BOTH	02/20/19	06/30/19	YES	03/22/19 PLUMBING	MAMUSCIA ON HOLD 19
16-R	REMODEL/ADDITION	BOTH	02/20/19	06/30/19	YES	04/17/19 DRYWALL	MAMUSCIA
17-A	HEAT PUMP	BOTH	09/25/20	12/28/20	NO	NONE	GREENWOOD
19-A	SCREEN ROOM	GRF	08/20/20	09/10/20	NO	09/01/20 FINAL	JSB HOME IMPROVEMENT
20-C	AWNING	GRF	07/23/20	10/23/20	NO	NONE	AAA AWNINGS
20-F	PATIO COVER	GRF	06/30/20	08/30/20	NO	NONE	MAMUSCIA
21-A	CEILING FAN	BOTH	05/12/20	05/19/20	NO	STARTED LATE DUE TO 19	OGAN
21-P	FLOORING	GRF	09/09/20	09/18/20	NO	NONE	CORNERSTONE FLOORS
21-J	HEAT PUMP	BOTH	09/24/20	10/24/20	NO	NONE	AL;PINE
23-F	CARPORT CABINET	GRF	09/15/20	09/30/20	NO	NONE	IMAGINATION UNLIMITED
23-F	WASHER/DRYER	BOTH	05/11/20	06/19/20	YES	07/14/20 FINAL	BERGKVIST
23-F	HEAT PUMP	BOTH	04/23/20	07/23/20	NO	07/14/20 FINAL	GREENWOOD
23-L	SHOWER CUT DOWN	GRF	09/23/20	10/23/20	NO	NONE	NUKOTE

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

23-Q	FLOORING	GRF	07/08/20	08/08/20	NO	DUE TO 19 08/28/20 FINAL	KARYS CARPET
25-B	PATIO REMODEL	BOTH	07/15/20	10/31/20	NO	09/10/20 FINAL	MAMUSCIA
27-D	AWNING	GRF	07/30/20	08/20/20	NO	09/01/20 FINAL	AFFORDABLE AWNINGS
27-D	BATH REMODEL	BOTH	08/01/20	09/30/20	NO	07/29/20 PLUMBING	LOS AL BLDRS
27-D	BATH REMODEL	BOTH	08/01/20	09/30/20	NO	08/14/20 FINAL	LOS AL BLDRS
31-B	FLOORING	GRF	07/01/20	08/01/20	NO	07/31/20 FINAL	KARYS CARPET
31-B	BLOCK WALL PATIO	BOTH	08/10/20	09/30/20	NO	08/19/20 FINAL	ALPHA MASTER BUILDERS
31-C	WATER HEATER	BOTH	06/20/20	07/29/20	NO	07/17/20 FINAL	MAMUSCIA
31-C	ENTRY SIDEWALK	GRF	08/05/20	11/30/20	NO	09/01/20 FINAL	MAMUSCIA
32-A	CARPORT CABINET	GRF	06/10/20	06/30/20	NO	07/14/20 FINAL	IMAGINATION UNLIMITED
34-A	CART PAD	GRF	06/30/20	07/30/20	NO	07/15/20 FINAL	ANGUIANO LAWN SERVICE
43-B	FLOORING	GRF	03/18/20	05/18/20	NO	07/23/20 FINAL	BAMDITS CONSTRUCTION
44-A	REMODEL	BOTH	09/09/20	03/31/21	NO	NONE	MP CONSTRUCTION
45-G	PATIO AWNING	GRF	08/30/20	08/30/20	NO	NONE	AAA AWNINGS
46-P	HEAT PUMP	BOTH	08/26/20	11/25/20	NO	NONE	GREENWOOD
47-C	PATIO SLAB/TILE	GRF	09/08/20	10/13/20	NO	NONE	BERGKVIST
47-D	CARPORT CABINET	GRF	09/15/20	11/15/20	NO	NONE	LOS AL BLDRS
47-F	HEAT PUMP	BOTH	09/14/20	12/14/20	NO	NONE	GREENWOOD
ALL SHADED AREAS HAVE BEEN SIGNED OFF							

ESCROW ACTIVITY

UNIT	PLI	NBO	FI	FCOEI	ROF	WARRANTY DATE
						STOVE/OVEN/REFER
1-B	09/09/20					
1-D	07/18/19	03/25/20	03/25/20	04/08/20	05/12/20	4/8/2021
1-L	04/15/19	08/20/20	08/20/20	09/03/20	09/09/20	9/3/2021
5-B	10/24/19					
5-K	09/14/20					
5-Q	09/08/20					

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

7-L		06/02/20					
7-R		03/11/20	VIDEO	07/13/20	07/27/20	08/17/20	7/27/2021
9-D		10/25/19	VIDEO	06/19/20	07/06/20	07/27/20	7/6/2021
10-D		04/27/20	VIDEO	07/01/20	07/16/20	08/17/20	7/12/2021
13-C		03/13/20	07/17/20	07/21/20	08/04/20	08/06/20	8/4/2021
13-H		09/28/18					
14-A		05/06/20	VIDEO	07/01/20	07/16/20		7/16/2021
14-D		02/03/20	03/17/20	03/23/20	04/06/20	05/04/20	4/6/2021
14-H		07/28/20	08/03/20	08/21/20	09/07/20	09/09/20	9/7/2021
15-B		01/02/19					
17-H		07/29/19	01/24/20	01/24/20	02/07/20	02/19/20	2/7/2021
18-D		02/19/20	03/02/20	03/12/20	03/26/20	05/08/20	3/26/2021
19-E		08/21/20	09/03/20	09/14/20	09/28/20		9/28/2021
20-H		08/05/20	09/08/20	09/08/20	09/21/20		9/21/2021
21-M		01/17/20					
22-E		09/13/19					
22-H		09/13/19					
23-K		06/06/19					
25-F		08/19/19	12/19/19	01/06/20	01/21/20	02/23/20	1/21/2021
29-J		09/09/20					
29-R		06/08/20	08/20/20	08/21/20	09/04/20		9/4/2021
31-B		04/27/20	06/15/20	06/17/20	07/01/20	07/27/20	7/1/2021
31-C		12/18/19	VIDEO	07/02/20	07/17/20	09/01/20	7/17/2021
32-A		08/19/19					
32-J		10/26/19					
32-K		12/09/19	07/23/20	07/28/20	08/11/20	08/31/20	8/11/2021
34-L		03/02/20					
37-Q		04/19/19	03/28/20	04/07/20	04/21/20	05/28/20	4/21/2021
40-A		06/28/18	07/14/20	07/20/20	08/03/20	08/17/20	8/3/2021
41-E		05/16/19	12/03/20	12/10/20	12/19/19	01/31/20	12/19/2020
41-H		10/07/19	12/11/20	12/11/20	12/26/19	01/31/20	12/24/20220

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

41-K		05/19/20	08/03/20	08/04/20	08/18/20	08/26/20	8/18/2021
41-M		08/31/20					
41-P		06/10/20	VIDEO	07/08/20	07/22/20	08/26/20	7/22/2021
42-J		12/13/19					
44-A		08/30/19	06/30/20	07/07/20	07/21/20	08/28/20	7/21/2021
44-F	11/15/2019						
46-E		01/16/20	05/06/20	05/06/20	05/20/20	06/03/20	5/20/2021
46-M		09/11/20					

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

CONTRACTS AND PROJECTS

FENN TERMITE AND PEST CONTROL CONTRACT GOOD UNTIL MAY 31 ST 2023

FENN BAIT CONTROL WORKING ON CONTRACT

EMPIRE PIPE CLEANING CONTRACT GOOD UNTIL DECEMBER 2022

ANGUIANO LAWN CARE CONTRACT GOOD UNTIL JUNE 30 2021

WASH MUTIFAMILY CONTRACT GOOD UNTIL MAY 11TH 2022

SOUTHERN PROPERTY FIRE PROTECTION SERVICED FIRE EXTINGUISHERS IN 12/ 2019 GOOD UNTIL 12/20

LIFT CONTRACT WITH RF ERECTION GOOD UNTIL DECEMBER 31 2020

CLEANIG OF GUTTERS AT BUILING 3 AND 5 BY ROOFING STANDARDS SHOULD BE DONE IN THE NEXT 2 WEEKS

BUILDINGS 15 AND 6 TO REROOF LOOKS LIKE ROOFING STANDARS WILL START SOON

OGAN HAS STARTED LAUNDRY ROOM DOORS THEY LOOK GREAT

MJ JURADO SHOULD BE DONE BY THE END OF SEPTEMBER FOR PAINTING OF UNLOADING / LOADING AT CARPORTS

CALLS AND VISITS TO UNITS AND LIFTS

15-11-F PAINT ORDER PAY OUT

15-31-B CARPORT PAINT PAY OUT

15-1-L CARPORT PAINT PAY OUT

15-27-B PUT IN ORDER FOR PAINT FOR DOWN SPOUT

15-41-E WENT TO UNIT TO CHECK ON GLASS ENCLOSURE

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

15-27-D WENT TO UNIT FOR FINAL ON INSPECTION ON SHOWER
15-29-R WENT TO UNIT FOR NBO
15-10-Q WENT TO UNIT TO DO PRELISTING
15-31-B WENT TO UNIT FOR FINAL INSPECTION ON BLOCK WALL
15-1-L WENT TO UNIT TO DO NBO
15-8-E WENT TO UNIT TO INSPECT SKYLIGHT
15-42-E WENT TO UNIT TO MEET WITH FLOOR GUY
15-1-L WENT TO UNIT TO DO FINAL FOR ESCROW
15-3-F SIGNED PERMIT
15-21-A SIGNED PERMIT
15-29-R WENT TO UNIT FOR FINAL FROM ESCROW
15-23-Q SIGNED PERMIT
15-31-C WENT TO UNIT TO DO FINAL FOR SIDEWALK
15-3-M SIGNED PERMIT
SIGNED PAYOUT FOR RF ERECTION
15-23-Q WENT TO UNIT TO DO FINAL INSPECTION FOR FLOORING
15-46-P WENT TO UNIT TO DO FINAL INSPECTION ON HEAT PUMP
15-19-A WENT TO UNIT TO DO FINAL ON SCREEN ROOM
15-40-D SIGNED PAY OUT FOR PAINTING
15-27-B SIGNED PAY OUT FOR PAINTING
15-7-L WENT TO UNIT TO DO NBO
15-29-R WENT TO UNIT TO DO FINAL FINAL FOR ESCROW
15-7-L WENT TO UNIT TO DO FINAL FOR ESCROW
15-7-E WENT TO UNIT TO CHECK SHOWER DOOR HANDLE
15-7-E PUT IN WORK ORDER FOR SHOWER HANDLE
15-21-M WENT TO UNIT TO DO NBO
15-20-H WENT TO UNIT TO DO NBO
15-20-H WENT TO UNIT TO DO FINAL FOR ESCROW
15-19-E WENT TO UNIT TO DO PRELISTING
15-3-F WENT TO UNIT TO CHECK SHOWER AND TURNED IN WORK ORDER FOR REPAIR
15-41-K WENT TO UNIT TO TALK WITH SHAREHOLDER ABOUT THINGS THAT NEEDED TO BE FIXED

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

15-14-A WENT TO UNIT TO MEET WITH CUSTOM GLASS TO CHECK ON SLIDING GLASS DOOR

15-5-J WENT TRO UNIT TO CHECK ON TOILET AND CALLED IN REPAIR

15-31-B WENT TO UNIT TO CHECK ON TOILET AND HAD WORK ORDER TO RESET TOILET

15-19-E WENT TO UNIT TO DO FINAL FOR ESCROW

15-7-L WENT TO UNIT TO DO FINAL FINAL FOR ESCROW

15-20-H WENT TO UNIT TO DO FINAL FINAL FOR ESCROW

15-42-E SIGNED PAY OUT

15-5-Q WENT TO UNIT TO DO PRELISTING

SIGNED PERMITS

15-14-L SIGNED FOR R O F

WENT TO CHECK ON LIFT AT BLDG.

15-7-L PUT IN ORDER TO REPLACE J-TRAP AT BASIN

15-41-K PUT IN ORDER FOR TUB SLOW TO DRAIN

15-42-E WENT TO UNIT TO CHECK LIGHT

15-42- WENT TO CHECK ON LIFT

15-12-D TURNED IN ORDER FOR NEW REFRIGERATOR

15-13-M TURNED IN ORDER TO REFINISH SHOWER

15-42-B WENT TO UNIT TO CHECK ON WATER DAMAGE

15-42-K WENT TO UNIT TO CHECK ON WATER DAMAGE

15-19-E WENT TO UNIT TO CHECK ON DRY ROT REPAIR AT PATIO

15-20-H WENT TO UNIT TO CHECK ON DRY ROT REPAIR AT PATIO

15-15 CALL ROOFER FOR ROOFING UP DATE START DATE

15-11 WENT TO CHECK ON LIFT AND CALLED RF

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO AUTHORIZE TRANSFERS OF FUNDS FOR MUTUAL FIFTEEN (CONSENT CALENDAR, ITEM A)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

I move that the Mutual Fifteen Board authorizes the following transfers of funds per detailed and dated resolutions.

<i>Transfer/ Invoice Date</i>	<i>Amount</i>	<i>Originating/Destination Accounts or Payee</i>
8/13/2020	\$13,000.00	Castlehead Inc. Escrow – Sale of 13C – Check #034667
8/19/2020	\$41,635.50	US Bank Checking to US Bank Restricted Money Mkt
8/24/2020	\$13,000.00	Castlehead Inc. Escrow – Sale of 14H – Check #034936
8/24/2020	\$13,000.00	Cardinal Escrow – Sale of 40A – Check #358054
8/24/2020	\$13,000.00	Castlehead Inc. Escrow – Sale of 32K – Check #034767
8/24/2020	\$13,000.00	Castlehead Inc. Escrow – Sale of 7R – Check #034699

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

I move to acknowledge, per the requirements of the Civil Code Section 5500(a)-(f), a review of the reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the current year's budget, statements prepared by the financial institutions where the Mutual has its operating and reserve accounts, an income and expense statement for the Mutual's operating and reserve accounts, the check registers, monthly general ledger and delinquent assessment receivable reports for the month of August, 2020.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO AMEND RULES AND REGULATIONS – SECTION 2.5 - SKYLIGHTS (NEW BUSINESS, ITEM B)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

I move to amend Rules and Regulations – Section 2.5 - Skylights on a preliminary basis until the 28-day posting period is completed. The amendment will be ratified at the next scheduled meeting and take effect if the Board receives no comments.

Section 2.5 – Skylights.

Subject to the approval requirements contained herein, a Shareholder may install a skylight over specified locations in the existing roof structure of the Shareholder’s Unit, at the expense of the Shareholder. The Shareholder and contractor must utilize the Standard Form Contract prepared by the Physical Property Department. The construction must conform to the plans and specifications approved by the GRF and Mutual Board. The Shareholder must obtain a building permit from the City of Seal Beach, California. The Shareholder must agree that title to the remodeling and addition shall vest in the Mutual.

At the time of installation or replacement of skylights or skylight domes, single-sided foam tape must be applied between the frame and skylight dome. Any Unit located on the bottom floor of a two-story building within the Mutual cannot install a skylight. All Shareholders must contact the GRF Building Inspector to determine whether a skylight can be installed and the appropriate size, location and position for the installation of a skylight will be in the discretion of the GRF Building Inspector and the Board.

The Mutual will no longer supply atrium skylights with electric openers. The Mutual will only provide hand operated skylights. Any electric skylights shall be the shareholder’s responsibility.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE EMERGENCY SPENDING (NEW BUSINESS, ITEM C)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

I move to approve the continued operations of emergency items only, for a total of no more than \$10,000.00. And authorize the President to sign the necessary documentation.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE THE BULK CABLE AGREEMENT (NEW BUSINESS, ITEM D)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

I move to approve the Golden Rain Foundation to negotiate only, the Bulk Cable Agreement and authorize the President to sign the agreement.

RESOLUTION OF THE BOARD OF DIRECTORS OF SEAL BEACH MUTUAL NO. FIFTEEN

GRANT OF AUTHORIZATION TO GOLDEN RAIN FOUNDATION TO NEGOTIATE AGREEMENT ON BEHALF OF SEAL BEACH MUTUAL NO. FIFTEEN

WHEREAS, Seal Beach Mutual No. FIFTEEN ("Mutual FIFTEEN") is a California corporation duly organized and existing under the laws of the State of California; and,

WHEREAS, the Board of Directors desires that the Mutual's Shareholder/Members have access to cable television, internet and other telecommunications services;

WHEREAS, the Board of Directors wishes to have Shareholder/Members of the Mutual have access to cable television, internet and other telecommunications services at the lowest possible prices;

WHEREAS, the Board of Directors believes that the best prices for the Mutual's Shareholder/Members for cable television, internet and other telecommunications services may only be obtained through an agreement with a telecommunications provider to provide services to all the Mutual's which comprise Leisure World, Seal Beach;

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors hereby adopts the following resolution:

1. Golden Rain Foundation (GRF), the managing agent for the Mutual, shall be empowered and is hereby directed to negotiate, by and through its Board of Directors, on behalf of the Mutual and its Shareholder/Members to provide cable television, internet and any other telecommunication services to the Mutual's Shareholder/Members.
2. By adopting this resolution, the Mutual FIFTEEN Board of Directors authorizes and otherwise directs Golden Rain Foundation to proceed with negotiations through its Board of Directors
3. Upon completion of negotiations, GRF shall presents to the collective Mutuals a comprehensive report detailing the proposal of each respective service provider.

BE IT FURTHER RESOLVED that the officers, directors, and agents of this Association are authorized to carry out the purpose of this Resolution.

SEAL BEACH MUTUAL NO. FIFTEEN

By: _____
JACKIE DUNAGAN
Its: President

Dated: _____

By: _____
BRUCE BOWLES
Its: Secretary

Dated: _____

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE NOTICE OF INTENT TO WITHDRAW
AUTHORIZATION (NEW BUSINESS, ITEM E)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

At the July 15, 2019, Board Meeting the Mutual Fifteen Board of Directors passed the following resolution: RESOLVED, that Mutual Fifteen authorizes the Board's President and/or duly appointed Officer, to act on behalf of the Board, to execute the Notice of Intent to Withdraw.

I move to approve that Mutual Fifteen authorizes the board President and/or duly appointed officer to act on behalf of the board to execute the Notice of Intent to Withdraw.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE PROPERTY TAX POSTPONEMENT APPLICATION (NEW BUSINESS, ITEM F)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

At the July 15, 2019 Board Meeting, the Mutual Fifteen Board of Directors passed the following resolution: RESOLVED, That Mutual Fifteen does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax Statement, effective 2019-2020.

I move to approve that Mutual Fifteen does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax Statement effective 2020-2021.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE RECEIVING MONTHLY MINUTES OF OTHER MUTUALS (NEW BUSINESS, ITEM G)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

At the July 15, 2019, board meeting, the Mutual Fifteen Board of Directors passed the following resolution: *RESOLVED, To approve that Mutual Fifteen continues to receive one hard copy of the various Mutuals' monthly minutes in their MAILBOX in the Stock Transfer Office, effective 2019-2020*

I move to approve that Mutual Fifteen continues to receive one hard copy of the various mutuals' monthly meeting minutes in their mailbox in the Stock Transfer Office, effective 2020-2021.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE DISCLOSURE OF “YES” AND “NO” VOTES, AND ABSTENTIONS IN MUTUAL MINUTES (NEW BUSINESS, ITEM H)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

At the July 15, 2019, board meeting, the Mutual Fifteen Board of Directors passed the following resolution: RESOLVED, To approve that the Mutual Fifteen Board of Directors reflect a “no” vote, a “yes” vote or an abstention in the meeting minutes effective July 2019.

I move to approve that the Mutual Fifteen meeting minutes disclose “yes” votes, “no” votes, and abstentions in the meeting minutes effective 2020-2021.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE MAINTAINING PROCEDURE PER POLICY 7510.15 – ELIGIBILITY REQUIREMENTS (NEW BUSINESS, ITEM I)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

At the July 15, 2019 Board Meeting, the Mutual Fifteen Board of Directors passed the following resolution: RESOLVED, To approve that according to Policy 7510.15 – Eligibility Requirements, if there is a question of financial eligibility; Mutual Fifteen will not be contacted by the Stock Transfer Office in the event of a non-qualifying financial issue, and furthermore to have the Stock Transfer Office follow Policy 7510.15 – Eligibility Requirements.

I move to approve that, according to Policy 7510.15 – Eligibility Requirements, if there is a question of financial eligibility, Mutual Fifteen will not be contacted by the Stock Transfer Office in the event of a non-qualifying financial issue, and furthermore to have the Stock Transfer Office follow Policy 7510.15 – Eligibility Requirements.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE MR. C'S TOWING AGREEMENT FOR 2020-2021 (NEW BUSINESS – ITEM J)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

I move to approve Mr. C's Towing Agreement for the towing of vehicles when there is a violation of Mutual Policy, effective 2020-2021, and authorize the President to sign the agreement.



PRIVATE PROPERTY TOW SERVICES AGREEMENT

AGREEMENT DATE:	September 21, 2020	EFFECTIVE DATE:	September 21, 2020
CUSTOMER:	Mutual Fifteen Corporation		
PROPERTY:	Mutual Fifteen		
TYPE OF PROPERTY:	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Retail
	<input type="checkbox"/> HOA		

This agreement by and between the Towing Company (named below) and Customer (named above) shall serve as authorization to serve the Property named above in accordance with the requirements of California Vehicle Code Section 22658 (CVC 22658) "Removal From Private Property" upon the specific written authorization of Customer, except for Section 22658(1)(1)(E), for which this agreement may serve as the general authorization.

The Towing Company agrees to respond to the Property within a reasonable period of time when requested by Customer for the purposes of removing any vehicle(s) that are not in compliance with the property or business regulations as determined by Customer and communicated to the Towing Company in the written authorization provided by Customer under CVC 22658(1).

The Towing Company will, as prescribed by law, promptly report all impounded vehicles to the appropriate law enforcement agency and will perform all operations within the guidelines set forth in CVC 22658.

The Towing Company agrees that their employees will act and conduct themselves in a professional, workman-like manner on and off the above Property. This agreement is for a period of one (1) year commencing on the Effective Date noted above and shall automatically renew annually, unless terminated in writing upon 30-days written notice by either party.

ACCEPTED

Customer:	Mutual Fifteen Corporation	Tow Company:	Mr. C's Towing
Signed:		Signed:	
Print Name:	Jackie Dunagan	Print Name:	
Title:	Mutual Fifteen Board President	Title:	
Date:	September 16, 2020	Date:	

ACCOUNT INFORMATION

Original Updated _____

Property/Complex Name:	
Property Address:	
City/Zip:	
Cross Streets:	
Mailing Address:	PO Box 2069, Seal Beach, CA 90740
Property Management Co.	X Yes <input type="checkbox"/> No
If Yes, Name, Address & Phone:	Golden Rain Foundation, PO Box 2069, Seal Beach, CA 90740 (562) 431-6586, Ext. 377

MANAGER	ASSISTANT MANAGER	ON-SITE CONTACT
Executive Director	Mutual Administration Manager	Security Services Director
Phone: 562-431-6586	Phone: 562-431-6586	Phone: 562-594-4754
Fax: 714-851-1251	Fax: 714-851-1253	Fax: 562-431-8206
Security Company:	X Yes <input type="checkbox"/> No	
If Yes, Name, Address & Phone:	Internal Security Department of Property Management Company (562) 431-6586, Ext. 377	

Persons Authorized to Sign for Vehicle Removals (Two Board Members Must be Present)	1.	Title: President
	2.	Title: Vice President
	3.	Title: CFO
	4.	Title: Secretary
	5.	Title: Director at Large

PLEASE CHECK APPROPRIATE BOXES

<input type="checkbox"/> Fire Lane Removals	<input type="checkbox"/> Visitor Only Parking	<input type="checkbox"/> Posted "Tow-Away Zone"
<input type="checkbox"/> Ingress/Egress Interference	<input type="checkbox"/> Manager Parking Only	<input type="checkbox"/> Parking Permits
<input type="checkbox"/> Within 15' of Fire Hydrant	<input type="checkbox"/> Expired Tags	<input type="checkbox"/> Handicap Parking
<input type="checkbox"/> No Street Parking	<input type="checkbox"/> Tenants authorized to tow	<input type="checkbox"/> Blocking Carports
<input type="checkbox"/> Time Limit Parking	<input type="checkbox"/> Blocking Dumpster	<input type="checkbox"/> Double Parked
<input type="checkbox"/> Violation of Mutual Fifteen Policies on Mutual Fifteen Property, when directed by authorized Board Member		
<input type="checkbox"/> Proof of residence required. Describe: Carport spaces assigned, and vehicle is to display decal of registration with Security. Non-resident parking by permission of Mutual Fifteen on a case-by-case basis.		

Local Rate Jurisdiction:	
Tow Rate:	\$220.00
Storage Rate/Day:	\$85.00
Other / Weekend Drop Fee:	Gate Fee: \$110.00 Drop Fee: \$108.00

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO ACCEPT TREE TRIMMING PROPOSAL (NEW BUSINESS, ITEM K)
DATE: SEPTEMBER 21, 2020
CC: FILE

I move to accept the Tree Trimming proposal thourhg November 2020, at a cost not to exceed \$4,500.00. Funds to come from Landscaping Trees and authorize the President to sign the contract.

**PROPOSED MUTUAL 15 TREES TO BE TRIMMED/THINNED
SEPT/OCT/NOV**

Add \$140 per hour if the mutual wants the arborist to oversee the trimming

<i>UNIT</i>	<i>TREE TYPE</i>	<i>COST</i>	<i>SUB TOTAL</i>	<i>DONE DATE</i>
	SEPT 2020			
13R	SYCAMORE	\$300.00		
25F	CARROTWOOD	\$200.00		
41a	crape myrtle	\$180.00		
43h	top cypress	\$40.00		
34A	PEPPER	\$180.00		
17c	medallian	n/c	\$900.00	
	OCT 2020			
LR 'J'	eucalyptus	\$1,100.00		
33d	pittosporum	\$280.00		
32d	ASH	\$250.00		
24a	two hong kong orchids	\$200.00		
23b	carrot wood	\$80.00		
			\$1,910.00	
	NOV 2020			
23F	CARROTWOOD	\$260.00		
20e	sycamore; off sidewalk	n/c		
5b/c	stone pine; off bldg	\$180.00		
5a and b	pears; off sidewalk	\$200.00		
LR 'B'	tipuana off LR bldg	\$300.00		
LR 'B'	trim bush off bldg	n/c		
10d	pittosporum by wall	n/c		
LR 'G'	willow off wall	\$180.00		
19d	golden rain	\$300.00		
			\$1,420.00	

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE THE RE-APPOINTMENT OF THE
ADVISORY DIRECTOR (NEW BUSINESS ITEM L)
DATE: SEPTEMBER 21, 2020
CC: MUTUAL FILE

I move to approve the re-appointment of Barbara Keenoy as Advisory Director for Mutual Fifteen until next year's election.

EXECUTIVE SESSION
A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIFTEEN
September 21, 2020
Open Session Meeting Begins at 1:00 p.m.
Executive Session to Immediately Follow Open Session
ZOOM VIDEO/TELECONFERENCE CALL

EXECUTIVE SESSION (TO FOLLOW ADJOURNMENT OF OPEN SESSION)

NOTE TO MEMBERS: This meeting is closed to the membership per Civil Code §4935.

1. Legal Matters
2. Contracts
3. Assessments / Delinquencies
4. Disciplinary Hearings