

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIFTEEN
April 19, 2021
Meeting begins at 1:00 p.m.
Zoom Video and Call Conference Meeting

TO ATTEND VIA ZOOM: 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 04/16/2021, 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 4/16/2021, 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
Mr. Antisdell, Building Inspector
Ms. Gamboa, Portfolio Specialist
Mr. Monroy, Recording Secretary
6. APPROVAL OF MINUTES
 - a. **Regular Board Meeting Minutes of March 15, 2021**
7. BUILDING INSPECTOR'S REPORT Mr. Antisdell
Permit Activity, Escrow Activity, Contracts & Projects; Shareholder and Mutual Requests (pp.3-7)
 - a. Discussion on downspout for Building 5
8. GRF REPRESENTATIVE Mr. Friedman
9. CONSENT CALENDAR
 - a. Discuss and vote to authorize transfers of funds for Mutual Fifteen (p.8)
10. **UNFINISHED BUSINESS**
No unfinished business.

11. **NEW BUSINESS**

- a. Approval of Monthly Finances (p.9)
- b. Discuss and vote for tree removal by Anguiano Lawn Care (pp.10-11)
- c. Discuss and vote for tree trimming by Anguiano Lawn Care (pp.12-13)
- d. Discuss and vote to appoint Bernie Koagel as Advisory Director (p.14)
- e. Discuss and appoint executive committee (p.15)
- f. Discuss and vote for transfer of funds to bonds. (p.16)
- g. Discuss the possible restriction of cars that can be registered per unit and requirement of carport use

STAFF BREAK BY 3:00 p.m.

- 12. SECRETARY / CORRESPONDENCE Bruce Bowles
- 13. CHIEF FINANCIAL OFFICERS REPORT David Harlow
- 14. PORTFOLIO SPECIALIST Anna Gamboa
- 15. ANNOUNCEMENTS

NEXT MONTHLY BOARD MEETING: Monday, May 17, 2021 at 1:00 p.m. via Zoom Video and Call Conference Meeting

ANNUAL ELECTION MEETING: June 18, 2021 at 10 a.m. via Zoom/CH-4

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

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

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

REPORT: APRIL 19 TH

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
1-F	BLOCK WALL AT PATIO	GRF	04/05/21	06/05/21	NO	NONE	MJ JURADO
1-L	REMODEL	BOTH	12/20/20	03/30/21	NO	NONE	MAMUSCIA
1-N	KITCHEN REMODEL	BOTH	03/08/21	04/16/21	NO	03/29/21 ELEC/INSULATION	ROBERTS COSTRUCTION
2-C	GUTTERS	GRF	02/05/21	05/01/21	NO	NONE	PIP PLUMBING CONSTRUCTION
3-E	GUTTERS	GRF	02/05/21	05/01/21	NO	NONE	PIP PLUMBING CONSTRUCTION
3-P	HEAT PUMP	BOTH	04/14/21	07/14/21	NO	NONE	GREENWOOD
5-E	HEAT PUMP	BOTH	04/08/21	07/08/21	NO	NONE	GREENWOOD
6-C	SKYLIGHTS	BOTH	02/15/21	04/30/21	NO	NONE	M&M CONSTRUCTION
7-P	REMODEL	BOTH	01/18/21	04/15/21	NO	NONE	LOS AL BLDRS
11-A	PATIO REMODEL	BOTH	03/01/21	06/30/21	NO	NONE	MAMUSCIA
11-B	REMODEL	BOTH	04/19/21	06/04/21	NO	NONE	BERGKVIST
11-B	HEAT PUMP	BOTH	02/11/21	05/11/21	NO	04/06/21 FINAL	GREENWOOD
11-G	REMODEL	BOTH	04/15/21	07/15/21	NO	NONE	LOS AL BLDRS
14-A	PATIO REMODEL	BOTH	01/15/21	04/30/21	NO	03/31/21 FINAL	LOS AL BLDRS
15-H	WINDOWS	BOTH	04/03/21	06/30/21	NO	NONE	LOS AL BLDRS
16-D	PATIO ROOF	BOTH	03/31/21	07/01/21	NO	NONE	LOS AL BLDRS
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 ON HOLD 19
19-G	FLOORING	GRF	03/30/21	04/30/21	NO	04/12/21 FINAL	KARYS CARPET
20-F	PATIO COVER	GRF	06/30/20	08/30/20	YES	04/13/21 FINAL	MAMUSCIA ON HOLD 19
21-A	CARPORT CABINET	GRF	04/01/21	04/21/21	NO	04/12/21 FINAL	IMAGINATION UNLIMITED
21-G	CARPET	GRF	03/23/21	04/30/21	NO	NONE	BIXBY PLAZA CARPET
21-M	WINDOWS	BOTH	04/19/21	09/19/21	NO	NONE	ACE MAINTENANCE
23-A	KITCHEN REMODEL	BOTH	03/15/21	06/30/21	NO	NONE	MAMUSCIA CONSTRUCTION
23-C	PATIO SLAB /WALL	BOTH	02/22/21	03/31/21	NO	NONE	BERGKVIST
21-N	KITCHEN COUNTER TOPS	BOTH	01/25/21	03/30/21	NO	03/19/21 FINAL	MP CONSTRUCTION
23-L	HEAT PUMP	BOTH	02/08/21	05/08/21	NO	NONE	GREENWOOD

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MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

23-N	HEAT PUMP	BOTH	02/10/21	05/10/21	NO	03/12/21 FINAL	GREENWOOD
28-C	FLOORING	GRF	03/17/21	06/17/21	NO	03/26/21 FINAL	BIXBY PLAZA CARPETS
29-D	FLOORING	GRF	04/15/21	04/22/21	NO	NONE	CARROLLS PAINT & FLOORING
29-J	KITCHEN LIGHTS	BOTH	02/22/21	04/30/21	NO	03/26/21 FINAL	LOS AL BLDRS
29-K	KITCHEN LIGHTS	BOTH	03/02/21	04/30/21	NO	03/26/21 FINAL	LOS AL BLDRS
34-G	BATH REMODEL	BOTH	01/01/21	04/30/21	NO	NONE	LOS AL BLDRS
34-L	HEAT PUMP	BOTH	12/10/20	03/10/21	NO	NONE	GREENWOOD
37-C	PATIO REMODEL	BOTH	03/01/21	06/30/21	NO	NONE	MAMUSCIA
37-K	PATIO ROOF/ENCLOSURE	BOTH	03/01/21	06/30/21	NO	NONE	KONRAD CONSTRUCTION
40-D	KITCHEN COUNTER TOPS	BOTH	04/03/21	06/30/21	NO	NONE	LOS AL BLDRS
41-F	COUNTER TOPS KIT/BATH	BOTH	02/01/21	03/31/21	NO	NONE	BERGKVIST
41-K	HEAT PUMP	BOTH	02/23/21	05/23/21	NO	NONE	GREENWOOD
41-K	BATHROOM DOOR	GRF	03/30/21	05/30/21	NO	NONE	MAMUSCIA
41-M	KITCHEN REMODEL	BOTH	12/15/20	03/01/21	YES	02/19/21 ROUGH ELECTRICAL	MAMUSCIA CONSTRUCTION
41-M	KITCHEN REMODEL	BOTH	12/15/20	03/01/21	YES	NONE	MAMUSCIA CONSTRUCTION
41-P	FLOORING	GRF	02/20/21	03/20/21	NO	03/12/21 FINAL	BIXBY PLAZA CARPETS
42-J	WASHER/DRYER	BOTH	03/22/21	05/21/21	NO	03/25/21 ELEC/FRAME/PLUM	MARCO CONSTRUCTION
42-R	FLOORING	GRF	03/10/21	04/30/21	NO	NONE	MAMUSCIA
44-A	REMODEL	BOTH	09/09/20	03/31/21	YES	12/07/20 PLUMBING/FOOTING	MP CONSTRUCTION
44-A	REMODEL	BOTH	09/09/20	03/31/21	YES	01/25/21 FRAM/PLUM/ELECTRI	MP CONSTRUCTION
44-A	REMODEL	BOTH	09/09/20	03/31/21	YES	02/05/21 DRYWALL	MP CONSTRUCTION
44-A	REMODEL	BOTH	09/09/20	03/31/21	YES	01/28/21 INSULATION/LATH	MP CONSTRUCTION
44-A	REMODEL	BOTH	09/09/20	03/31/21	YES	04/02/21 FINAL	MP CONSTRUCTION
44-A	CARPORT CABINET/PAD	GRF	04/10/21	06/30/21	NO	NONE	MP CONSTRUCTION
44-G	ROOF	BOTH	06/01/21	07/16/21	NO	NONE	BERGKVIST
45-B	WINDOWS	BOTH	03/30/21	06/30/21	NO	NONE	MAMUSCIA
47-E	ABATEMENT	GRF	04/01/21	05/26/21	NO	NONE	HADI CONSTRUCTION
47-E	REMODEL	BOTH	04/01/21	05/26/21	NO	NONE	HADI

ALL SHADED AREAS HAVE BEEN SIGNED OFF

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

ESCROW ACTIVITY							
UNIT	PLI	NBO	FI	FCOEI	ROF	WARRANTY DATE	
							STOVE/OVEN/REFER
1-B	09/09/20	02/10/21	02/09/21	02/24/21	02/26/21		
1-C	08/12/20						
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	
1-N	06/10/20	10/22/20	10/23/20	11/06/20	12/04/20	11/6/2021	
2-F	1/22/2021						
5-E	01/13/21	03/03/21	03/08/21	03/19/21	04/07/21	3/19/2022	
5-K	09/14/20	01/26/21	01/29/21	02/12/21	03/09/21	2/12/2022	
5-Q	09/08/20	10/09/20	10/09/20	10/21/20	12/04/20	10/21/2021	
7-C	12/16/2020					12/16/2021	
7-F	10/01/20	11/17/20	11/17/20	12/02/20	12/11/20	12/2/2021	
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	06/15/20	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	7/16/2021	
10-Q	08/21/20	12/04/20	12/07/20	12/21/20	01/08/21	12/21/2021	
11-B	11/24/20	12/17/20	12/23/20	01/07/21	02/26/21	1/7/2022	
11-G	01/15/21						
13-C	03/13/20	07/17/20	07/21/20	08/04/20	08/06/20	8/4/2021	
13-L	12/14/20						
14-A	05/06/20	VIDEO	07/01/20	07/16/20	09/03/20	7/16/2021	
14-D	02/03/20	03/17/20	03/23/20	04/06/20	05/04/20	4/6/2021	
14-G	12/03/20						
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	

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

19-E		08/21/20	09/03/20	09/14/20	09/28/20	10/07/20	9/28/2021
19-G		04/06/21					
20-H		08/05/20	09/08/20	09/08/20	09/21/20	10/19/20	9/21/2021
21-M		01/17/20	09/04/20	09/21/20	10/05/20	10/29/20	10/5/2021
23-C		07/03/19	11/26/19	12/03/19	12/17/19	01/29/21	12/17/2020
23-F		06/06/19	10/26/20	10/27/20	11/10/20	12/08/20	11/10/2021
23-K		06/06/19	10/26/20	11/10/20	12/08/20	12/08/20	12/8/2021
24-L		10/13/20	01/22/21	02/01/21	02/16/21	03/09/21	2/16/2022
25-F		08/19/19	12/19/19	01/06/20	01/21/20	02/23/20	1/21/2021
29-B	3/24/2021						
29-J		09/09/20					
29-R		06/08/20	08/20/20	08/21/20	09/04/20	09/21/20	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		09/13/19	VIDEO	01/13/20	01/28/20	02/07/20	1/28/2021
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	03/09/21				
37-Q		04/19/19	03/28/20	04/07/20	04/21/20	05/28/20	4/21/2021
38-C		01/08/21	03/09/21	03/15/21	03/29/21	04/05/21	3/29/2022
40-A		06/28/18	07/14/20	07/20/20	08/03/20	08/17/20	8/3/2021
40-B		06/06/19					
41-E		05/16/19	12/03/19	12/10/19	12/19/19	01/31/20	12/19/2020
41-F		10/23/20	10/29/20	11/06/20	11/23/20	11/23/20	11/23/2021
41-H		10/07/19	12/11/19	12/11/19	12/26/19	01/31/20	12/26/2020
41-G		08/07/20	11/14/20	11/20/20	12/05/20	02/19/21	12/5/2021
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	10/21/20	10/26/20	11/09/20	11/23/20	11/9/2021
41-P		06/10/20	VIDEO	07/08/20	07/22/20	08/26/20	7/22/2021
42-B		11/03/20	03/08/21	03/05/21	03/19/21	03/31/21	3/9/2022
42-F		04/06/21					
42-L		12/02/20					

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

42-N		04/06/21					
43-A		07/06/20	09/17/20	09/17/20	10/01/20	11/23/20	10/1/2021
44-A		08/30/19	06/30/20	07/07/20	07/21/20	08/28/20	7/21/2021
44-G		11/05/20	01/06/21	01/06/21	02/12/21	02/09/21	2/12/2022
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

LIFT CONTRACT WITH RF ERECTION CONTRACT GOOD UNTIL THE END OF 2022

DOWNSPOUTS AT BUILDING 5 ARE DONE WILL WAIT AND SEE HOW IT WORKS

BUILDING 6 TO REROOF LOOKS LIKE ROOFING STANDARS IS DONE

CALLS AND VISITS TO UNITS AND LIFTS

62 CALLS AND VISITS TO UNITS AND LIFTS

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: APRIL 19, 2021
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>
03/23/21	\$22,566.00	Check#11819 Invoice#Multiple Payee Anguiano Lawn Care
03/19/21	\$617,625.88	Check# 11816 Invoice# Multiple Payee OC Treasurer- Tax Collector
03/09/21	\$580,000.00	Transfer from US Bank Impound to US Bank Checking
04/06/21	\$13,000.00	Check#036910 Sale of 5E Payor Castlehead, Inc. Escrows
03/25/21	\$45,776.08	Transfer from US Bank Checking to US Bank Restricted Money Mkt.
02/09/2021	\$13,000.00	Sale of 11B- Payer Januska Group

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: APRIL 19, 2021
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 months of March 2021.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE FOR TREE REMOVAL BY ANGUIANO LAWN CARE
(NEW BUSINESS, ITEM B)
DATE: APRIL 19, 2021
CC: FILE

I move to approve tree removal at unit 7-F at a cost not to exceed \$2,400 by Anguiano Lawn Care. Funds to come from Landscaping Trees and authorize the President to sign any necessary documents.

Anguiano Lawn Care
(562) 244-1113

PROPOSAL FOR SERVICES

April 13, 2021
BRUCE BOWLES, LANDSCAPE DIRECTOR
JACKIE DUNAGAN, MUTUAL PRESIDENT
M15 7F TREE REMOVAL

This is a proposal for the following job at the given location as described:

QUANTITY	DESCRIPTION		AMOUNT
1	REMOVE LARGE TIPUANA TREE/ROOTS/STUMP AND INSTALL SEED INCLUDES LABOR AND DUMP FEE		\$2400.00
TOTAL:			\$2400.00

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE FOR TREE TRIMMING BY ANGUIANO LAWN CARE
(NEW BUSINESS, ITEM C)
DATE: APRIL 19, 2021
CC: FILE

I move to approve a tree trimming schedule with Anguiano Lawn Care, at a cost not to exceed \$3,500.00, for the second quarter of 2021. Funds to come from Landscaping Trees and authorize the President to sign any necessary documents.

PROPOSED MUTUAL 15 TREES TO BE TRIMMED/THINNED

APRIL/MAY/JUNE 2021

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

<i>UNIT</i>	<i>TREE TYPE</i>	<i>COST</i>
APRIL		
2A	CHINESE ELM	\$200.00
4A	PEPPER	\$250.00
7A DEL MONTE SIDE	CARROTWOOD	<u>\$200.00</u>
		\$650.00
MAY		
8A	Hong Kong orchid	\$180.00
8F	CARROTWOOD	\$300.00
12A	MALALUCA	\$300.00
16G	QUEEN PALM	\$200.00
20A/B	PEPPER	\$250.00
20A/B	CARROTWOOD	<u>\$250.00</u>
		\$1,480.00
JUNE		
39B	PINE	\$200.00
45E	BRISBANE BOX	\$200.00
45E PLA	TIPUANA	\$300.00
47E	porpcarpus	<u>\$300.00</u>
		\$1,000.00
	QTRLY TOTAL:	\$3,130.00

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPOINT BERNIE KOAGEL AS ADVISORY
DIRECTOR (NEW BUSINESS, ITEM D)
DATE: APRIL 19, 2021
CC: FILE

I move to appoint Bernie Koagel as Advisory Director to the Mutual 15 Board of Directors for the remaining 2020-2021 term.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND APPOINT EXECUTIVE COMMITTEE (NEW BUSINESS, ITEM E)
DATE: APRIL 19, 2021
CC: FILE

I move to appoint ____ (Chair), _____ to the Executive Committee for Mutual 15.

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE FOR TRANSFER OF FUNDS TO BONDS (NEW BUSINESS, ITEM F)
DATE: APRIL 19, 2021
CC: FILE

I move to as per the recommendation of the Mutual 15 investment manager to re-align our portfolio regarding cash flow expenditures by assigning \$100,000 from a money market account at BNY Mellon to bonds.