

**A G E N D A**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL FIFTEEN**  
**AUGUST 16, 2021**  
**Meeting begins at 1:00 p.m.**  
**Administration Conference Room, A and Zoom**

**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](mailto: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 08/13/2021, 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](mailto:mutualsecretaries@lwsb.com), by no later than 3:30 p.m., on 08/13/2021, 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/ PLEDGE OF ALLEGIANCE
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. Barua, Portfolio Specialist
  - Mr. Monroy, Recording Secretary
6. APPROVAL OF MINUTES
  - a. **Regular Board Meeting Minutes of July 19, 2021**
7. BUILDING INSPECTOR'S REPORT Mr. Antisdell

Permit Activity, Escrow Activity, Contracts & Projects; Shareholder and Mutual Requests (pp.3-5)

  - a. Discuss relining lateral lines in the two-story buildings
  - b. Discuss replacement of support post in the two-story buildings
8. GRF REPRESENTATIVE Mr. Friedman
9. DIRECTOR UPDATES
10. CONSENT CALENDAR

- a. Discuss and vote to authorize transfers of funds for Mutual Fifteen (p.6)

11. **UNFINISHED BUSINESS**

- a. Update on the purchase of signs and notices for carports and laundry rooms.

12. **NEW BUSINESS**

- a. Approval of Monthly Finances (p.7)
- b. Discuss and vote to censure Director Crossley (p.8)
- c. Discuss and vote to ratify resolution dated July 23, 2021 to authorize Roseman Law, APC to review the Escape Tax Withholding Deposit Form and Procedure 7709.1.9 – Escape Tax Deposit (p.9)
- d. Discuss and vote to approve revised changes to Escape Tax Withholding Deposit Notice as presented by Roseman Law, APC (pp.10-12)
- e. Discuss and vote to rescind Policy 7709.1 – Escape Tax Deposit (pp.13-14)
- f. Discuss and vote to adopt Procedure 15-7709.1-3 – Escape Tax Deposit (pp.15-16)
- g. Discuss and vote to approve proposal from Anguiano Lawn Care to remove and install new 5-gallon tequila sunrise plants in wall urns (p.17-19)

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

- 13. SECRETARY / CORRESPONDENCE Bruce Bowles
- 14. CHIEF FINANCIAL OFFICERS REPORT Barbara Keenoy
- 15. PORTFOLIO SPECIALIST Ripa Barua
- 16. ANNOUNCEMENTS

**NEXT MONTHLY BOARD MEETING: Monday, September 20, 2021 at 1:00 p.m. in the Administration Building, Conference Room A and via Zoom**

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

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

# INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

REPORT: AUGUST 16/2021

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
1-L	REMODEL	BOTH	12/20/20	03/30/21	YES	04/19/21 ROUGH PLUMBING	MAMUSCIA
1-N	CARPET AT PATIO	GRF	07/20/21	08/20/21	NO	NONE	KARYS CARPET
8-B	2 WINDOWS	BOTH	07/01/21	09/30/21	NO	NONE	LOS AL BLDRS
10-Q	HEAT PUMP	BOTH	06/08/21	09/08/21	NO	NONE	GREENWOOD
12-B	HEAT PUMP	BOTH	07/15/21	10/15/21	NO	NONE	GREENWOOD
15-C	KITCHEN REMODEL	BOTH	06/15/21	08/31/21	NO	NONE	LOS AL BLDRS
16-C	REMODEL	BOTH	10/27/21	12/02/21	NO	NONE	BERGKVIST
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
21-M	WINDOWS	BOTH	04/19/21	09/19/21	NO	NONE	ACE MAINTENANCE
25-E	ENTRY DOOR	BOTH	07/26/21	08/15/21	NO	NONE	GRECO DESIGN
28-C	KITCHEN REMODEL	BOTH	07/06/21	12/30/21	NO	NONE	MP CONSTRUCTION
30-A	WASHER/ DRYER	BOTH	05/10/21	09/07/21	NO	05/26/21 ROUGH PLUM ELECT	LOS AL BLDRS
32-K	HEAT PUMP	BOTH	06/28/21	09/28/21	NO	NONE	GREENWOOD
34-G	BATH REMODEL	BOTH	01/01/21	04/30/21	YES	NONE	LOS AL BLDRS
36-C	COUNTER TOPS/CABINETS	BOTH	06/30/21	09/30/21	NO	NONE	MAMUSCIA CONSTRUCTION
37-D	PATIO PAVERS	GRF	06/01/21	09/01/21	NO	NONE	MAMUSCIA
38-C	REMODEL	BOTH	05/15/21	10/31/21	NO	NONE	LOS AL BLDRS
40-A	KITCHEN REMODEL	BOTH	05/31/21	08/30/21	NO	NONE	KONRAD CONSRUCTION
42-B	KITCHEN REMODEL	BOTH	06/15/21	10/30/21	NO	NONE	MAMUSCIA CONSTRUCTION
47-A	CARPORT CABINET	GRF	08/01/21	08/15/21	NO	NONE	MJ JURADO

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	02/10/21	02/09/21	02/24/21	02/26/21	2/24/2022
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
3-N		08/10/21					
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-F		10/01/20	11/17/20	11/17/20	12/02/20	12/11/20	12/2/2021
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	06/08/21	06/15/21	06/28/21	07/15/21	6/28/2022
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
14-R		05/14/21	06/14/21	06/14/21	06/28/21		6/28/2022

# INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdal**

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	10/07/20	9/28/2021
19-G		04/06/21	04/29/21	05/17/21	06/01/21	07/08/21	6/1/2022
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
22-E		04/27/21	06/08/21	06/11/21	06/25/21	07/09/21	6/25/2022
23-B		06/12/21	06/17/21	06/25/21	07/12/21		7/12/2022
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
28-C		04/27/21	05/13/21	05/21/21	06/07/21	06/10/21	6/7/2022
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	06/01/21	06/15/21	07/09/21	6/15/2022
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
39-A		06/12/21					
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	04/09/21	04/14/21	04/27/21	06/01/21	4/27/2022
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	07/08/21	07/08/21	07/22/21		7/22/2022
42-R		03/02/20	05/05/21	05/05/21	05/19/21	05/28/21	5/19/2022
42-L		12/02/20	06/03/21	06/03/21	06/17/21		6/17/2022
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-G		08/10/21					
46-M		09/11/20					
48-C		07/14/21					

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 CONTRACT GOOD UNTIL JUNE 30TH 2023**

**EMPIRE PIPE CLEANING CONTRACT GOOD UNTIL DECEMBER 2022**

**ANGUIANO LAWN CARE CONTRACT GOOD UNTIL JUNE 30 2023**

**WASH MUTIFAMILY CONTRACT GOOD UNTIL MAY 11TH 2022**

# INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

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

DISCUSS RELINING LATERAL LINE IN THE TWO STORY BUILDINGS

DISCUSS REPAIRS OF SUPPORT POST ON STAIRWAYS OF TWO -STORY BUILDINGS

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:** AUGUST 16, 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>
07/01/21	\$16,829.00	Check#11901 Invoice#MO72115 Payee Anguiano Lawn Care
07/02/21	\$13,000.00	Check# 547531 Invoice# Sale of 22E Payor Citywide Escrow
07/06/21	\$133,707.87	Transfer from US Bank Cheking to GRF- US Bank Checking
07/06/21	\$259,605.77	Transfer from ACH- Direct Debit from multiple shareholders to US Bank Checking
07/07/21	\$108,694.00	Transfer from US Bank Checking to US Bank Impound
07/21/21	\$45,776.08	Transfer from US Bank Checking to US Bank Restricted Money Market

# *Mutual Corporation No. Fifteen*

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## **MEMO**

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)  
**DATE:** AUGUST 16, 2021  
**CC:** MUTUAL FILE

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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 July 2021.

# *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 CENSURE OF DIRECTOR CROSSLEY (NEW BUSINESS, ITEM B)  
**DATE:** AUGUST 16, 2021  
**CC:** MUTUAL FILE

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I move to censure Director Crossley for violation of the Mutual Board Member Code of Conduct which states that Directors follow the Business Judgement Rule and perform all duties in good faith, perform duties in a manner to be in the best interests of the association, and perform with care and reasonable inquiry as an ordinary prudent person in alike position would use under similar circumstances. The Board of Directors asks for your resignation.



# *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 RESOLUTION DATED JULY 23, 2021 TO AUTHORIZE ROSEMAN LAW, APC TO REVIEW THE ESCAPE TAX WITHHOLDING DEPOSIT FORM AND PROCEDURE 7709.1.9 – ESCAPE TAX DEPOSIT (NEW BUSINESS, ITEM C)  
**DATE:** AUGUST 16, 2021  
**CC:** MUTUAL FILE

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I move to ratify resolution dated July 23, 2021 “*RESOLVED to authorize Roseman Law, APC to review Escape Tax Withholding Deposit Form and Procedure 7709.1 – Escape Tax Deposit at a cost not to exceed \$2,000.00 and authorize the President to sign any necessary documentation.*”

# *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 REVISED CHANGES TO ESCAPE TAX WITHHOLDING DEPOSIT NOTICE AS PRESENTED BY ROSEMAN LAW, APC (NEW BUSINESS, ITEM D)  
**DATE:** AUGUST 16, 2021  
**CC:** MUTUAL FILE

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I move to approve the revised changes to Escape Tax Withholding Deposit Notice as presented by Roseman Law, APC.

# ESCAPE TAX WITHHOLDING DEPOSIT

## NOTICE TO SELLERS/TRANSFERORS AND SELLER/TRANSFEROR APPROVAL

When a unit/ share of stock is sold or transferred within the confines of Leisure World Seal Beach, that sale or transfer of a unit/share of stock may be subject to an escape tax.

In order for Seal Beach Mutual No. Fifteen ("Mutual") to avoid paying escaped property tax due and payable to the Orange County Tax Assessor's Office upon a change of ownership, Mutual Procedure 15-7709.1-3 (Escape Tax Deposit), was adopted. The Escape Tax Withholding Deposit, representing an amount of \$3,000.00, will be withheld in escrow when a unit/ share of stock is being sold or transferred. The payment of escape taxes upon the sale/transfer of a unit/share of stock is the responsibility of the seller, including without limitation, the estate of a deceased shareholder (if applicable), not the Mutual.

The Escape Tax Withholding Deposit referenced above will be retrieved from the seller/transferor at the close of escrow and held until such time as the O.C. Tax Assessor's Office notifies the Golden Rain Foundation Accounting Office as to any taxes owed. Those taxes will be paid from the deposit with the remainder of funds mailed back to the seller.

When the sale/transfer of a unit/ share of stock is being conducted by a child or grandchild of the deceased shareholder, a Proposition 19 claim form should be completed. The Escape Tax Withholding Deposit of \$3,000.00 will be withheld at the close of escrow. Once the Proposition 19 transfer of basis is approved or denied by the O.C. Tax Assessor's Office, the deposit remaining will be mailed to the seller.

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***I have read and understand that as a seller/transferor of a unit/share of stock in Seal Beach Mutual No. Fifteen, my transaction may be subject to an Escape Tax and the Mutual No. Fifteen will withhold \$3,000.00 in escrow to cover any such taxation. I further understand that I will be reimbursed for the remainder of the Escape Tax Deposit, if any, after the tax is paid to the Orange County Tax Assessor's Office.***

Mutual: \_\_\_\_\_ Unit No.: \_\_\_\_\_

Unit Address: \_\_\_\_\_

\_\_\_\_\_  
Seller's Signature

Date:

\_\_\_\_\_  
Seller's Signature

Date:

# WARNING

Any change to the title of your unit (adding or deleting anyone) can result in a re-assessment of your unit and/or a loss of your homeowner's exemption. This may increase your property tax.

It is advised that you contact the Orange County Assessor Office prior to making any change in the title of your unit. Explain the change you intend to make. They will tell you the extent (if any) of re-assessment that will occur from your proposed change.

For re-assessment information, call (714) 796-0268

For loss of homeowner exemption information, call (714) 834-3821

I have read and understand the above.

Mutual/ Apt# \_\_\_\_\_

Signature \_\_\_\_\_ Date:

Signature \_\_\_\_\_ Date:

Signature \_\_\_\_\_ Date:

# *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 RESCIND POLICY 7709.1 – ESCAPE TAX DEPOSIT  
(NEW BUSINESS, ITEM E)  
**DATE:** AUGUST 16, 2021  
**CC:** MUTUAL FILE

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I move to rescind Policy 7709.1 – Escape Tax Deposit on a preliminary basis until the 28-day posting period has been completed. The policy will be ratified at the next scheduled meeting and take effect if the Board receives no comment.

**MUTUAL OPERATIONS**

**ADMINISTRATIVE SERVICES**

**Escape Tax Deposit**

In order to avoid ~~escaped property tax~~ due the County Assessor's Office upon the death of a stockholder, funds of \$3,000 will be withheld in escrow to cover the ~~escaped property tax~~ whenever a sale\* of a certificate is by an estate or heir of the deceased stockholder or co-owner of the certificate. These funds will be held in a separate account from the Withdrawal Inspection Deposit.

~~\*sale or transfer (Mutual Six only effective 02-27-01)~~

**MUTUAL ADOPTION                      AMENDED TO \$3,000**

<del>ONE</del>	<del>02-22-01</del>	<del>01-26-06</del>
<del>TWO</del>	<del>02-15-01</del>	<del>03-16-06</del>
<del>THREE</del>	<del>02-09-01</del>	<del>01-13-06</del>
<del>FOUR</del>	<del>03-05-01</del>	<del>02-06-06</del>
<del>FIVE</del>	<del>02-21-01</del>	<del>01-18-06</del>
<del>SIX</del>	<del>02-27-01</del>	<del>01-24-06</del>
<del>SEVEN</del>	<del>02-16-01</del>	<del>01-20-06</del>
<del>EIGHT</del>	<del>02-26-01</del>	<del>02-27-06</del>
<del>NINE</del>	<del>02-12-01</del>	<del>01-09-06 (see Policy 7709.1.9 09-09-13)</del>
<del>TEN</del>	<del>02-28-01</del>	<del>12-28-05</del>
<del>ELEVEN</del>	<del>02-15-01</del>	<del>01-19-06</del>
<del>TWELVE</del>	<del>03-08-01</del>	<del>01-12-06</del>
<del>FOURTEEN</del>	<del>02-14-01</del>	<del>01-24-06 (See Rules and Regulations Article II Section 2.8</del>
	<del>Escape Tax Deposit)</del>	
<del>FIFTEEN</del>	<del>02-16-01</del>	<del>01-16-06</del>
<del>SIXTEEN</del>	<del>02-20-01</del>	<del>01-17-06</del>
<del>SEVENTEEN</del>	<del>Not Applicable</del>	

(Nov 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 ADOPT PROCEDURE 15-7709.1-3 – ESCAPE TAX DEPOSIT (NEW BUSINESS, ITEM F)  
**DATE:** AUGUST 16, 2021  
**CC:** MUTUAL FILE

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I move to adopt procedure 15-7709.1-3 – Escape Tax Deposit as written.

**MUTUAL OPERATIONS**

**ADMINISTRATIVE SERVICES**

**Escape Tax Deposit**

1 **In order to avoid *escaped property tax* potentially due the County Assessor's Office, funds**  
2 **in the amount of \$3,000.00 will be withheld in escrow to cover the *escaped property tax***  
3 **whenever a unit/share of stock is sold or transferred. These funds will be held in a**  
4 **separate account from the Withdrawal Inspection Deposit.**  
5  
6

7 **Document History**

8 Adopted: 21 August 2021

9  
10 **Keywords:** Mutual Fifteen      Escape      Tax Deposit  
11  
12

DRAFT



# *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 PROPOSAL FROM ANGUIANO LAWN CARE TO REMOVE AND INSTALL NEW 5-GALLON TEQUILA SUNRISE PLANTS IN WALL URNS (NEW BUSINESS, ITEM G)  
**DATE:** AUGUST 16, 2021  
**CC:** MUTUAL FILE

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I move to approve the proposal from Anguiano Lawn Care to remove and install new 5-gallon Tequila Sunrise Plants in Wall urns at a cost not to exceed \$2,380.00. Funds to come from \_\_\_\_\_ and authorize the President to sign any necessary documentation.



M15 wall urn location listing 7-20-12  
 each urn: labor to remove and install new plant: \$100,  
 1 bag potting soil (\$10), one bag lava rock (\$10) and  
 one 4 gallon tequilla sunrise plant (\$20): \$140.00 per urn

UNIT	
3C	
3D	COMPLETED
3G	
3H	
10C	
10D	
10H	
10H	
12D	
13C	
13D	
13G	
13H	
29G	
29H	
34C	
34D	
34G	
34H	FERN LOOKS GOOD IN THIS ONE