

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIFTEEN
APRIL 18, 2022
Meeting begins at 1:00 p.m.
Conference Room A
And via 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 4/15/2022, 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 4/15/2022, 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. Rocha, Security Service Director
Mr. Antisdell, Building Inspector
Mr. Monroy, Portfolio Specialist
Ms. Duarte, Recording Secretary
6. GUEST SPEAKER Mr. Rocha
 - a. Presentation on "All Things Traffic"
7. APPROVAL OF MINUTES
 - a. **Regular Board Meeting Minutes of March 21, 2022**
8. BUILDING INSPECTOR'S REPORT Mr. Antisdell

Permit Activity, Escrow Activity, Contracts & Projects; Shareholder and Mutual Requests (pp.3-4)

 - a. Discuss FireAvert
 - b. Discuss water grant for high efficiency lawn sprinklers
 - c. Update on breezeway stairway

- 9. GRF REPRESENTATIVE Mr. Friedman
- 10. DIRECTOR UPDATES
- 11. CONSENT CALENDAR
 - a. Discuss and vote to authorize transfers of funds for Mutual Fifteen (p.5)
- 12. **NEW BUSINESS**
 - a. Approval of Monthly Finances (p.6)
 - b. Discuss the Landscape Section 4.3 – Trees within Garden Areas (p.7)
 - c. Discuss and vote for tree trimming by Anguiano Lawn Care (p.8-9)
 - d. Discuss and vote treating diseased trees by Anguiano Lawn Care (p.10-11)

STAFF BREAK BY 3:00 p.m.

- 13. SECRETARY / CORRESPONDENCE Bruce Bowles
- 14. CHIEF FINANCIAL OFFICERS REPORT Barbara Keenoy
- 15. PORTFOLIO SPECIALIST Josh Monroy
- 16. ANNOUNCEMENTS
 - a. **NEXT MONTHLY BOARD MEETING: Monday, May 16, 2022, at 1:00 p.m. in Administration Building Conference Room A and via Zoom Video and Call Conference Meeting**
 - b. **Annual Meeting: Friday, June 17, 2022, at 10:00 a.m. in Clubhouse 4**
- 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 Antisdal

REPORT: APRIL 18TH 2022

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
3-B	HEAT PUMP	BOTH	03/07/22	06/07/22	NO	03/28/22 FINAL	GREENWOOD
3-M	KITCHEN REMODEL	BOTH	05/01/22	06/30/22	NO	NONE	LOS AL BUILDERS
3-N	KITCHEN/BATH REMODEL	BOTH	04/11/22	05/31/22	NO	NONE	SENECA CONSTRUCTION
3-P	CEILINGS	BOTH	03/10/22	05/30/22	NO	NONE	LOS AL BUILDERS
5-G	PATIO REMODEL	GRF	02/17/22	04/30/22	NO	NONE	LOS AL BUILDERS
13-D	HEAT PUMP	BOTH	02/14/22	05/14/22	NO	03/28/22 FINAL	GREENWOOD
13-L	SHOWER CUT DOWN	BOTH	04/28/22	05/28/22	NO	NONE	NUKOTE
14-K	KITCHEN REMODEL	BOTH	11/18/21	03/31/22	YES	03/31/22 DRYWALL NAILING	LOS AL BLDRS
16-C	REMODEL	BOTH	04/01/22	05/31/22	NO	03/31/22 ROUGH PLUMBING	BERGKVIST
22-A	FLOORING	GRF	03/01/22	04/30/22	NO	03/21/22 FINAL	KARYS CARPET
23-A	SHOWER CUT DOWN	GRF	03/14/22	04/14/22	NO	NONE	NUKOTE
33-G	BLOCK WALL PATIO	BOTH	02/15/22	04/30/22	YES	03/04/22 FOOTING	MAMUSCIA
34-B	REMODEL	BOTH	01/15/22	04/15/22	NO	NONE	GRECO DESIGN
37-J	KITCHEN REMODEL	BOTH	02/07/22	06/17/22	YES	NONE03/01/22 FRAM/ELEC/PLU	CAL CUSTOM INTERIORS
37-J	KITCHEN REMODEL	BOTH	02/07/22	06/01/22	NO	03/04/22 DRYWALL	CAL CUSTOM INTERIORS
39-A	KITCHEN REMODEL	BOTH	12/31/21	04/30/22	YES	01/25/22 ELECTRICAL	MAMUSCIA
39-B	FLOORING	GRF	03/15/22	04/30/22	NO	NONE	KARYS CARPET
41-C	ROOM ADDITION	BOTH	01/18/22	05/27/22	YES	NONE	MARCO CONSTRUCTION
41-G	FLOORING	GRF	03/01/22	04/30/22	NO	NONE	KARYS CARPET
42-H	SHOWER CUT DOWN	BOTH	02/24/21	03/24/22	NO	03/30/22 FINAL	NOKOTE
42-Q	REMODEL	BOTH	10/01/21	04/22/22	NO	NONE	ALPHA MASTER BUILDERS
42-Q	HEAT PUMP	BOTH	01/30/22	04/30/22	NO	NONE	GREENWOOD
44-A	WALL A/C	GRF	04/01/22	06/30/22	NO	NONE	MP CONSTRUCTION
44-C	PATIO REMODEL	BOTH	04/18/22	05/09/22	NO	NONE	OGAN CONSTRUCTION
44-G	PATIO ROOF	BOTH	03/21/22	05/06/22	NO	NONE	BERKVIST
ALL SHADED AREAS HAVE BEEN SIGNED OFF							

ESCROW ACTIVITY							
UNIT	PLI	NBO	FI	FCOEI	ROF	WARRANTY EXPIRES	
STOVE/OVEN/REFER							
1-C	08/12/20						
1-L	03/28/22						
2-D	02/08/22	02/23/22	02/24/22	03/10/22			3/10/2022
3-N	08/21/21	01/12/22	01/12/22	01/26/22	02/15/22		1/26/2023
5-B	04/12/22						
7-Q	01/20/22	03/22/22	04/04/22	04/18/22			4/18/2023
8-H	12/17/21	03/10/22	03/10/22	03/24/22			3/24/2023
10-C	09/17/21						
10-D	10/11/21	02/10/22	02/10/22	02/24/22	03/08/22		2/24/2023
11-Q	03/03/22						
14-G	12/03/20						
22-A	01/14/22	02/17/22	02/24/22	03/10/22			3/10/2023
29-J	09/09/20						
30-C	02/08/22						
30-D	11/17/21	03/08/22	03/08/22	03/22/22			3/22/2023
34-N	02/11/22	03/07/22	03/08/22	03/22/22			3/22/2023
37-Q	01/19/22						

INSPECTOR MUTUAL REPORT

MUTUAL: (15) FIFTEEN

INSPECTOR: **Jerry Antisdel**

40-D		03/31/22				
46-M		09/11/20				
47-B		01/26/22				

ALLSHADED 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

DISCUSS FIREAVERT

DISCUSS WALK LIGHT REPLACEMENTS

DISCUSS STAIRWAY REPAIRS

DISCUSS LAUNDRY ROOM DOORS AND PATIO DOORS

FIRE INSPECTIONS TO START 1ST WEEK OF MAY

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 18, 2022
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>
03/08/2022	\$610,000.00	Transfer from US Bank Impound to US Bank Checking
03/10/2022	\$23,091.83	Invoice # Multiple Check # 12076 Payee: Anguiano Lawn Care
03/17/2022	\$641,669.02	Invoice # Multiple Check # 12087 Payee: Orange County Tax Collector
03/18/2022	\$15,000.00	Invoice # Sale of 2D Check #101197 Payor: Coast Cities Escrow
03/24/2022	\$51,744.50	Transfer from US Bank Checking to US Bank Restricted Money Mkt.
03/31/2022	\$18,500.00	Invoice # Sale of 30D Check #549691 Payor: Citywide Escrows
03/31/2022	\$15,000.00	Invoice # Sale of 8H Check # 040471 Payor: Castlehead, Inc. Escrows
03/31/2022	\$15,000.00	Invoice # Sale of 34N Check # 040376 Payor: Castlehead, Inc. Escrows
04/05/2022	\$134,130.97	Transfer from US Bank Checking to GRF - US Bank Checking
04/05/2022	\$279,367.67	Transfer from ACH – Direct Debit from Multiple Shareholders to US Bank Checking
04/06/2022	\$112,654.26	Transfer from US Bank Checking to US Bank Impound (Property Taxes)

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: APRIL 18, 2022
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 March 2022.

4.3. Section 4.3 – Trees within Garden Areas.

Trees may not be planted in garden areas, except in tubs, and they must be kept eighteen (18) inches below the eaves. Plants must be cut back so as not to extend over the garden line, in all cases. Removal of any offending growth will be done by the Mutual at the Shareholder's expense. Trees may not be cut down until a certified arborist provides a report to the Landscape Chair and Mutual Board, for approval, on those showing signs of stress, disease, or invasive roots, or which could possibly cause property damage. Older, larger trees should be checked on-site by an arborist yearly. When called for, second opinions must be obtained from an outside, independent California certified arborist. All arborist's reports advising the Mutual Board that the tree is diseased, or the roots are invasive to buildings and cannot be cut back without killing the tree must be in writing. Trees may not be cut down until a certified arborist provides a report to the Landscape Chair and Mutual Board and the removal is approved in writing by the Mutual.

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 18, 2022
CC: MUTUAL FILE

I move to approve the proposal from Anguiano Lawn Care for tree trimming schedule for the second quarter of 2022, at a cost not to exceed \$3,810.00. 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 11, 2022

Work to be completed from April and June of 2022

BRUCE BOWLES, Landscape Director

M15 TREE TRIMMING/THINNED & OTHERS

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

36D	AUSTRALIAN WILLOW – remove center steak & loosen support ties-	DONE		N/C
34H	REMOVE DEAD PLANT from tall blue pot & replace with Tequila Sunrise			\$40.00
34F	REMOVE & CLEAN dead leaves from Podocarpus			N/C
34F	PINE TREE Remove dead branches from Ash Tree			N/C
39D	RESIDENT MISSING A RAKE: John to ask gardeners	John will replace		N/C
42	REMOVE DEAD BRANCHES OF ASH TREE			N/C
46E	PINE TREE BY laundry room "N" TRIM			\$400.00
22/19	2 HOLLYWOOD TWISTER laundry room "G" THIN & SHAVE		\$300.00 e/a	\$600.00
7E	OLIVE TREE - SICK* Call Edgard, specialist	Trim only		\$200.00
20A	2 SYCAMORE TREES SICK* Call Edgard, specialist	Trim & Thin only	\$400.00 e/a	\$800.00
6D	SYCAMORE TREE SICK* Call Edgard, specialist	Trim & Thin only		\$400.00
16D	MALELUCA TREE SICK* Call Edgard, specialist			
20E	FILL THE VALVE HOLE AND PUT BACK PLANT			N/C
6B	PUT A FILTER ON VALVE–			\$900.00
	Per Bruce in the future if problem occur clean it 1 st time & the following time, clean & put a filter			
20E	PITTOSPORUM SILVER SHEEN: Please trim natural, not a box style			N/C
4B	REMOVE DEAD PALM TREE in a wood box	DONE		N/C
3C	CRAPE MYRTLE: Trim away from the building			\$200.00
4A/B	REMOVE DYING GRASS & RESEED			\$20.00
3	GRASS DYING ON BACK OF BLGD will relocate sprinkler at the edge of scallop bricks			\$100.00
	LAUNDRY ROOM "B" NEEDS MORE CHEAP MULCH			\$150.00
4E	REMOVE 2 SUPPORT STAKES FROM TRISTINIA			N/C
14	REMOVE 2 DEAD BRANCHES FROM PINE TREE			N/C
32D	ASH TREE: REMOVE BRANCHES OFF BUILDING			N/C

TOTAL \$3,810.00

PS: * **The injections for the sick trees will be charge separately**

Mutual Corporation No. Fifteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TREATING DISEASED TREES BY ANGUIANO LAWN CARE (NEW BUSINESS, ITEM D)
DATE: APRIL 18, 2022
CC: MUTUAL FILE

I move to approve the proposal from Anguiano Lawn Care for the treatment for diseased trees at Units 07E (1 tree), 20A (2 trees), 06D (1 tree), 22G (1 tree), 22H (1 trees) and 16D (1 tree and the bracing of two trucks together) at a cost not to exceed \$2,600.00. Funds to come from Landscaping Trees and authorize the President to sign any necessary documents.

Second Quarter Diseased Tree Treatment Proposal

7 E Olive tree fungus treatment. Tree survival estimated at 50/50	\$350.
20 A (2), 6 D (1), 22 G and H (2 total) Sycamores – treatment for beetles - 5 @ \$350 each	\$1750.
16 D Mellaleuca fungal treatment and bracing of two trunks together	\$350.
	Plus bracing cost