

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIFTEEN
August 21, 2023**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Fifteen was called to order by President Bowles at 1:00 p.m. on Monday, August 21, 2023, in Conference Room B and via Zoom Video/Call Conference Meeting.

SHAREHOLDERS' COMMENTS

Several shareholders made a comment.

ROLL CALL

Present: President Bowles, Vice President Gildner (via zoom), Chief Financial Officer Keenoy, Secretary Fuhrer, Directors Corrigan, Hamblin, and Beeler.

GRF Representative: Ms. Hamblin

Advisory Director: Advisory Director Bowles

Guests: Fifteen Shareholders of Mutual Fifteen (in-person)
Two Shareholders of Mutual Fifteen (via zoom)

Staff: Ms. Hopkins, Mutual Administration Director (via zoom)
Mr. Antisdell, Building Inspector
Ms. Barua, Sr. Portfolio Specialist

President Bowles welcomed guests and staff to the meeting and recommended participants exhibit appropriate decorum during the meeting.

MINUTES

The Regular Monthly Meeting Minutes of July 17, 2023 were approved by general consent of the board as presented.

BUILDING INSPECTOR'S REPORT

Building Inspector Antisdell presented his report (attached).

Following a discussion, and upon a MOTION duly made by Secretary Fuhrer and seconded by Director Beeler, it was

**BOARD OF DIRECTORS
MUTUAL FIFTEEN**

August 21, 2023

RESOLVED to approve proposal from Arrow Lift to refurbish elevator in Building 7 at a cost not to exceed \$7,522.10. Funds to come from Reserves-Elevator Repair and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

Following questions, Mr. Antidel left the meeting at 1:25 p.m.

GRF REPRESENTATIVE

GRF Representative, Ms. Hamblin provided an update on GRF projects.

CONSENT CALENDAR

Following a discussion and upon a MOTION duly made by Chief Financial Officer Keenoy and seconded by President Bowles, it was

RESOLVED 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>
07/05/2023	\$297,440.83	ACH-Direct Debit from Multiple Shareholders to US Bank Checking
07/07/2023	\$143,257.86	US Bank Checking to GRF-US Bank Checking
07/10/2023	\$120,479.79	US Bank Checking to US Bank Impound (Property Taxes)
07/21/2023	\$54,900.00	US Bank Checking and US Bank Non-Restricted Monkey Mkt.
08/03/2023	\$19,700.00	J&J Landscaping (Invoice #: multiple)
08/04/2023	\$296,440.81	ACH Direct Debit from Multiple Shareholders to US Bank Checking
08/08/2023	\$138,096.57	US bank Checking to GRF US Bank Checking
08/08/2023	\$121,000.41	US Bank Checking to US bank Impound (Property Taxes)
08/11/2023	\$13,837.41	ServiceMaster Restore (Invoice#: 62262-WTR)

The MOTION passed unanimously.

**BOARD OF DIRECTORS
MUTUAL FIFTEEN**

August 21, 2023

UNFINISHED BUSINESS

Following a discussion, and upon a MOTION duly made by President Bowles and seconded by Secretary Fuhrer, it was

RESOLVED to move to approve the CINC Portal & Invoice Approval from GRF and "turn on" the following modules: Work Orders, ACC Requests, Calendar, Photos, Board Invoice Approval, and Electronic Check Signing.

The MOTION passed unanimously.

NEW BUSINESS

Following a discussion, and upon a MOTION duly made by Chief Financial Officer Keenoy and seconded by Director Beeler, it was

RESOLVED 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 July 2023.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by Director Hamblin and seconded by President Bowles, it was

RESOLVED to approve the Renewal of General Counsel Annual Retainer Program (GCARP) with Roseman Law, APC, effective immediately, at a cost not to exceed \$600.00 annually. Funds to come from Legal and authorize the President to sign the necessary documentation.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by President Bowles and seconded by Secretary Fuhrer, it was

RESOLVED to approve J&J Landscaping proposal to trim, remove, and replace multiple trees in Mutual Fifteen at a cost not to exceed \$4,615.00. Funds to come from Landscape - Trees and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

**BOARD OF DIRECTORS
MUTUAL FIFTEEN**

August 21, 2023

Following a discussion, and upon a MOTION duly made by President Bowles and seconded by Director Beeler, it was

RESOLVED to approve J&J Landscaping proposal to remove 500 sq. ft. of sod and remove soil to level out area at Building 7 at a cost not to exceed \$2,700.00. Funds to come from Landscape - Extras and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

SECRETARY CORRESPONDENCE

Secretary Fuhrer received no correspondence.

CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Keenoy submitted her report (attached).

PORTFOLIO SPECIALIST'S REPORT

Sr. Portfolio Specialist Barua presented the Portfolio Specialist Report (attached).

ANNOUNCEMENTS

- a. **Next Regular Board Meeting: Monday, September 18, 2023, at 1:00 a.m., Location: In Conference Room B and via Zoom Video/Call Conference Meeting.**

COMMITTEE REPORTS

Design Review Committee

Advisory Director Bowles provided an update.

Hospitality Committee

Chief Financial Officer Keenoy provided an update.

Beautification Committee

Advisory Director Bowles provided an update.

Parking Committee

President Bowles provided an update.

**BOARD OF DIRECTORS
MUTUAL FIFTEEN**

August 21, 2023

DIRECTOR COMMENTS

Several Directors provided updates or comments.

SHAREHOLDERS' COMMENTS

Several shareholders made a comment.

ADJOURNMENT

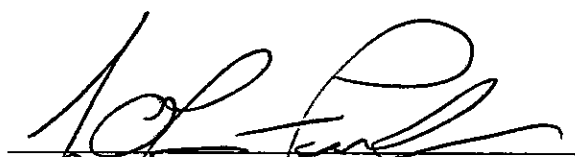
There being no further business to conduct, President Bowles adjourned the meeting at 2:18 p.m.

EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on August 21, 2023, at 2:23 p.m. and took the following actions:

The Executive Session Minutes of July 17, 2023, were approved by the Board.

1. Legal Matters
 - a. Several legal matters were discussed.
2. Contracts
 - a. No contracts were discussed.
3. Assessments / Delinquencies
 - a. Several delinquencies were discussed.
4. Disciplinary Hearings
 - a. No disciplinary hearings were conducted.


Attest, John Fuhrer, Secretary
SEAL BEACH MUTUAL FIFTEEN
RB 08/21/23

INSPECTOR MUTUAL REPORT

MUTUAL 15 BOARD MEETING AUGUST 21ST 2023							JERRY ANTISDEL
2-E	ENTRY	BOTH	08/04/23	12/01/23	NO	NONE	LOS AL BLDRS
3-P	WINDOWS	BOTH	08/18/23	10/30/23	NO	NONE	LOS AL BLDRS
5-G	FLOORING	GRF	07/10/23	08/30/23	NO	NONE	KARYS CARPET
7-K	REMODEL/ PANEL	BOTH	08/18/23	12/25/23	NO	NONE	LOS AL BLDRS
10-G	AWNING	GRF	10/10/23	10/10/23	NO	NONE	AAA AWNINGS
12-A	REMODEL	BOTH	04/30/23	11/20/23	NO	06/22/23 FOOTING/ROUGH PL	LOS AL BLDRS
13-L	HEAT PUMP	BOTH	05/30/23	08/30/23	NO	08/10/23 FINAL	GREENWOOD
14-N	KITCHEN REMODEL	BOTH	08/21/23	09/18/23	NO	NONE	OGAN
14-N	FLOORING	GRF	09/01/23	10/30/23	NO	NONE	KARYS CARPET
17-N	HEAT PUMP	BOTH	06/01/23	09/01/23	NO	NONE	GREENWOOD
21-C	PATIO REMODEL	BOTH	06/16/23	09/30/23	NO	NONE	LOS AL BLDRS
23-A	REMODEL	BOTH	07/25/23	08/07/23	NO	NONE	ANGUIANO
23-K	ABATEMENT	GRF	05/29/23	07/31/23	NO	NONE	GOODO CONSTRUCTION
23-K	KITCHEN REMODEL/PANEL	BOTH	05/29/23	07/31/23	YES	NONE	GOODO CONSTRUCTION
30-B	AWNING	GRF	06/29/23	10/31/23	NO	NONE	GALAXY INTERIORS
30-D	REMODEL/ PATIO	BOTH	07/15/23	11/30/23	NO	NONE	MAMUSCIA
32-R	ENTRY DOOR	BOTH	10/01/23	12/22/23	NO	NONE	BERGKVIST
34-E	FLOORING	GRF	07/01/23	07/30/23	NO	07/30/23 FINAL	B&B CARPETS & FLOORING
35-B	WINDOWS AND DOOR	BOTH	07/28/23	11/30/23	NO	NONE	MP CONSTRUCTION
37-J	WINDOWS	BOTH	07/31/23	10/31/23	NO	NONE	CAL CUSTOM INTERIORS
37-K	KITCHEN/BATH REMODEL	BOTH	01/09/23	07/09/23	NO	NONE	CAL CUSTOM INTERIORS
38-B	HEAT PUMP	BOTH	08/18/23	11/18/23	NO	NONE	GREENWOOD
40-A	HEAT PUMP	BOTH	08/11/23	11/11/23	NO	NONE	GREENWOOD
41-B	HEAT PUMP	BOTH	04/10/23	07/10/23	NO	NONE	GREENWOOD
41-H	HEAT PUMP	BOTH	08/24/23	10/24/23	NO	NONE	ALPINE
42-A	KITCHEN REMODEL	BOTH	08/02/23	08/31/23	NO	NONE	PURO CLEAN
44-F	KITCHEN REMODEL	BOTH	06/01/23	09/15/23	NO	NONE	NEW WAY CONSTRUCTION
46-J	SHOWER CUT DOWN	BOTH	08/01/23	09/01/23	NO	NONE	NUKOTE
ALL SHADED AREAS HAVE BEEN SIGNED OFF							

ESCROW ACTIVITY

1-P		04/07/22	04/20/22	05/04/22	05/18/22	06/28/22	5/18/2023
1-L		03/28/22	04/14/22	04/18/22	05/02/22	06/17/22	5/2/2023
2-D		02/08/22	02/23/22	02/24/22	03/10/22	05/17/22	3/10/2023
3-F		07/11/22	08/12/22	08/19/22	09/02/22	09/16/22	9/2/2023
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	02/07/23	02/16/23	03/03/23	04/20/23	3/3/2024
7-Q		01/20/22	03/22/22	04/04/22	04/18/22	05/23/22	4/18/2023
9-G		03/29/23	05/17/23	06/02/23	06/05/23	08/07/23	6/5/2024
10-J		05/04/22	08/03/22	08/03/22	08/17/22	09/28/22	8/17/2023
11-D		03/21/23	NA	04/07/23	04/21/23	05/23/23	4/21/2024
11-Q		03/03/22	04/28/22	04/28/22	05/12/22	06/03/22	5/12/2023
12-A		09/30/22	12/09/22	12/09/22	12/23/22	01/23/23	12/23/2024
14-D		02/03/20	03/17/20	03/23/20	04/06/20	05/04/20	4/6/2021
16-P		06/06/23					
18-C		08/25/22	10/10/22	10/11/22	10/25/22	11/22/22	10/25/2023
19-B		02/18/22	04/19/22	04/19/22	05/02/22	05/31/22	5/2/2023
21-P		08/15/23					
22-A		01/14/22	02/17/22	02/24/22	03/10/22	05/19/22	3/10/2023
23-E		07/20/23					
23-G		04/03/23	05/23/23	06/01/23	06/15/23	08/07/23	6/15/2024
23-P		08/18/22					

INSPECTOR MUTUAL REPORT

24-D		05/17/22	06/16/22	06/23/22	07/08/22	07/21/22	7/8/2023
24-M		11/10/22					
29-E		05/05/22	07/06/22	07/06/22	07/20/22	08/15/22	7/20/2023
29-J		06/29/22	09/07/22	09/08/22	09/22/22	10/03/22	9/22/2023
32-Q		04/20/22	05/03/22	05/04/22	05/17/22	08/25/22	5/17/2023
33-F		11/10/22	02/03/23	02/06/23	02/21/23	03/14/23	3/14/2024
34-B		09/23/22					
34-D		11/07/22	02/07/23	02/24/23	03/06/23	04/20/23	3/6/2023
35-B		06/16/23	07/13/23	07/13/23	07/27/23		
37-F		09/22/22	02/03/23	02/06/23	02/21/23	03/14/23	2/21/2024
37-K		08/16/22	09/13/22	09/21/22	10/05/22	10/21/22	10/5/2023
37-L		05/30/23					
37-P		04/27/22	05/12/22	06/03/22	06/17/22	08/08/22	6/17/2023
37-Q		01/19/22	05/03/22	05/04/22	05/17/22	06/28/22	5/17/2023
40-B		11/14/23	11/14/23	11/20/23	12/05/23	12/19/23	12/5/2024
41-B		08/08/23					
42-P		07/19/23					
42-R		07/20/22	10/05/22	10/18/22	11/01/22	11/03/22	11/1/2023
43-E		06/21/22	08/31/22	09/02/22	09/19/22	09/20/22	9/19/2023
46-G		08/10/21	11/05/21	11/05/21	11/19/21	11/29/21	11/19/2022
46-J		11/14/23	03/08/23	03/13/23	03/17/23	06/22/23	3/17/2024
46-M		09/11/20					
46-P		04/03/23					
47-C		07/25/22	08/01/22	08/25/22	09/09/22	09/20/22	9/9/2023

ALL SHADED AREAS HAVE BEEN SIGNED OFF

CONTRACTS & PROJECTS

FENN TERMITE AND PEST CONTRACT GOOD UNTIL 2026
FENN BAIT STATION CONTRACT GOOD UNTIL 2026
J&J LANDSCAPE CONTRACT GOOD UNTIL 2026
LIFT 10 START TO REPLACE ON AUGUST 23 RD
DISCUSS AND VOTE TO APPROVE WASHER/DRYER LEASE
UPDATE ON PAINTING T'S & L'S FOR FRONT OF BUILDING 32 NEXT TO CARPORT #9
DISCUSS AND VOTE TO APPROVE REVAMP OF LIFT #7 \$7,522.10
61 CALLS AND VISITS TO UNITS AND LIFTS
LIFT REPAIRS
JANUARY 31ST 2022 LIFT 41 REPLACED INTERLOCK \$996.00
FEBRUARY 28TH 2022 LIFT 10-J REPLACED PUMP AND MOTOR \$4,107.78
MARCH 10TH 2022 LIFT 34-L REPLACED LEFT SHOE \$149.30
MAY 18TH 2022 LIFT 34- Q REPLACED PUMP \$3,731.78
JUNE 7 TH 2022 LIFT 10-J REPLACED LEFT SHOE \$161.95
JULY 11TH 2022 LIFT 7 - Q SAFETY COMPLIANCE AND BATTERY REPLACEMENT \$530.36
AUGUST 16TH 2022 LIFT 37 ROLLER AND BATTERY \$843.00
AUGUST 30 TH 2022 LIFT 42 PUMP MOTOR \$586.88
SEPTEMBER 17 2022 LIFT 16 LOAD TEST
SEPTEMBER 26TH 2022 LIFT 13 - N BATTERIES \$300.00 6 AMP FUSE \$39.04
NOVEMBER 17TH 2022 LIFT 46-Q POWER BOARD AND TRAVEL CABLE \$3,884.66
DECEMBER 6 TH 2022 LIFT 11-Q BREAK SHOES \$313.80
DECEMBER 8TH 2022 LIFT 46-L BATTERY AND COMPLIANCE \$308.36
DECEMBER 12TH 2022 LIFT 10 J REPLACED SHOE GUIDE \$150.00
JANUARY 16TH 2023 LIFT 7-J L DOWN VALVE REPLACEMENT \$376.15
JANUARY 26TH 2023 LIFT 17-Q BATTERIES REPLACEMENT \$316.00
FEBRUARY 16TH 2023 LIFT 10-J SHOE GUIDES \$150.00

INSPECTOR MUTUAL REPORT

MARCH 7TH 2023 LIFT 32-K REPAIR \$362.00

MARCH 29TH 2023 LIFT 41-Q REPAIR \$220.00

MARCH 29 TH 2023 LIFT 5-Q BATTERIES \$384.00

MARCH 29 TH 2023 LIFT 32 Q REPAIR \$368.53

MARCH 30 TH 2023 LIFT 34-Q BATTERIES \$384.00

APRIL 5 TH 2023 LIFT 3-Q BATTERIES \$342.00

APRIL 7 TH 2023 LIFT 42-K REPAIR \$152.00

APRIL 11 TH 2023 LIFT 23-Q BATTERIES \$384.00

MAY 16TH 2023 LIFT 21-Q BATTERIES \$384.00

MAY 16TH 2023 LIFT 23 -N BATTERIES \$384.00

MAY 31 ST 2023 LIFT 29 -J BATTERIES \$384.00

JULY 3RD 2023 LIFT 32-L REPAIR \$354.36

JULY 10TH 2023LIFT 11-L REPAIR SHOE \$88.00

AUGUST 01ST 2023 LIFT 7 BATTERIES REPLACEMENT \$316.00 AND FUSE \$138.00

MUTUAL 15 MONTHLY MEETING
August 21, 2023
CFO Report – Month of July 2023

Total Mutual Operating Income

YTD Actual	\$1,727,286
YTD Budget	\$1,707,736
July Actual	\$257,770
July Budget	\$243,962

Total Operating Expenses

YTD Actual	\$1,721,002
YTD Budget	\$1,707,736
July Actual	\$264,338
July Budget	\$243,962

Utility Charges

YTD Actual	\$121,786
YTD Budget	\$132,196
July Actual	\$21,674
July Budget	\$18,885

Mutual 15 Director Report

8/17/2023

Ron Beeler, Director for Landscaping

The months of June through August 2023 were spent incorporating new planter stakes in planting areas maintained by the Resident and notifying the Gardeners to bypass maintenance where stakes were visible. A complete survey of Mutual 15 was accomplished by me and Vicky Bowles, some 33 red flags were spotted.

Following the survey, I called each Resident where flags were spotted and asked if they wanted to remain in control of their Planter Area and would they like to receive the new green stakes. I received 18 positive responses (About 4 % of 502 Units). I delivered 48 stakes to Residents and continue to monitor hot line for additional requests. So far, I have had only one complaint and it arose because a couple of new gardeners didn't know about the green stakes, Jose Anguiano has assured me all his people are now informed.

Comments in general have been very positive towards the new landscaping service.

Hot Line Activity; Daily monitoring is being performed, with a total of roughly 70 calls responded to by calling resident, visiting site and email to John Anguiano for service..

PORTFOLIO SPECIALIST'S REPORT

AUGUST 2023



In the summer heat a reminder to rest and cool down in the shade, minimize direct exposure to the sun and stay hydrated, drink plenty of water and reduce the intake of sugar. **Don't wait until you feel thirsty!**

Slow down: reduce, eliminate, or reschedule strenuous activities until the coolest time of the day.

Dress for summer: Wear lightweight, loose fitting, light-colored clothing to reflect heat.

Avoid extreme temperature changes.

Hot weather brings out the thirsty, hungry critters!

- We must not feed wildlife. Bird feeders will attract rats, squirrels, and rabbits which will attract coyotes to your home.
- We must keep food, water, and trash off our patios/porches. Keep pet food and water bowls inside and not on your patio/porches.

Cats and small dogs **should never be allowed outside alone.** Pets must always be accompanied by their owner and must always be on a 6-foot leash while outside. Do not use a retractable leash.

Never leave pets unattended in vehicles LOOK before you LOCK!