

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
FEBRUARY 28, 2019**

Following the open forum for Shareholders to address the Board, the Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Luther-Stark at 9:16 a.m. on Thursday, February 28, 2019, in Building Five, Conference Room B, followed by the *Pledge of Allegiance*.

ROLL CALL

Present: President Luther-Stark, Vice President Collazo, Chief Financial Officer Schweitzer, Secretary St. Aubin and Directors Barreras, Brennan, Gambol, and Singer, and Advisory Director Weber

Absent: Director Tous

GRF Representatives: Mrs. Perrotti
Mr. Stone

Guests: Seven Mutual One Shareholders

Staff: Ms. Hopkins, Mutual Administration Director
Mr. Wyngaarden, Building Inspector
Ms. Kemp, Recording Secretary

President Luther-Stark introduced and welcomed staff members and guests.

MINUTES

The January 24, 2019, Regular Meeting Minutes were approved by general consent of the Board as printed.

The February 19, 2019, Special Meeting Minutes were approved by general consent of the Board as printed.

BUILDING INSPECTOR'S REPORT

Inspector Wyngaarden presented the activity report (attached).

Following a discussion, and upon a MOTION duly made by Director Brennan and seconded by Director Gambol, it was

RESOLVED, To postpone "Discuss and vote to approve/deny concrete bids" (Building Inspector's Report, item a) until the next Regular Monthly Meeting pending further information and research.

The MOTION passed with six "yes" vote and two "no" votes (Barreras, Singer).

BUILDING INSPECTOR'S REPORT (continued)

Following a discussion, and upon a MOTION duly made by President Luther-Stark and seconded by Director Barreras, it was

RESOLVED, To approve a proposal from Schlick Services, Inc., for the replacement of area walkway lights located throughout the Mutual, at a cost not to exceed \$12,586, and authorize the President to sign the contract.

The MOTION passed with six "yes" votes and two "no" votes (Brennan, Gambol).

Following questions, Inspector Wyngaarden left the meeting at 9:38 a.m.

GRF REPRESENTATIVE'S REPORT

GRF Representative Perrotti presented her report.

GRF Representative Stone presented his report.

Following questions, GRF Representative Perrotti left the meeting at 9:56 a.m.

UNFINISHED BUSINESS

Following a discussion, and upon a MOTION duly made by President Luther-Stark and seconded by Vice President Collazo, it was

RESOLVED, To ratify Policy 7582.01 – Towing Vehicles.

The MOTION passed.

NEW BUSINESS

Following a discussion, and upon a MOTION duly made by Chief Financial Officer Schweitzer and seconded by President Luther-Stark, it was

RESOLVED, To ratify two wire transfers completed on February 6, 2019, the first in the amount of \$327,246.08 from First Foundation Bank to U.S. Bank Restricted Funds, and the second in the amount of \$827,893.00 from First Foundation Bank to U.S. Bank Non-Restricted Funds.

The MOTION passed.

Following a discussion, it was the consensus of the Board to postpone "Discuss Policy 7499.1 – Air Conditioning/HVAC Heat Pumps" (New Business, item b) until the next Regular Monthly Meeting pending further information and research.

NEW BUSINESS (continued)

Following a discussion, it was the consensus of the Board to postpone “Discuss and vote to approve/deny Board resolution authorizing transfer of funds by GRF-Mutual” (New Business, item c) until the next Regular Monthly Meeting pending further information and research.

Following a discussion, and upon a MOTION duly made by President Luther-Stark and seconded by Vice President Collazo, it was

RESOLVED, To approve a commitment by the Board of Directors of Mutual One, to help and support the unified mission of the collective Mutuals of Leisure World Seal Beach, to insure appointments are made to meet with GRF staff.

The MOTION passed.

SECRETARY / CORRESPONDENCE

Secretary St. Aubin received no correspondence.

CHIEF FINANCIAL OFFICER’S REPORT

Chief Financial Officer Schweitzer presented his report (attached).

MUTUAL ADMINISTRATION DIRECTOR’S REPORT

Mutual Administration Director Hopkins presented her report (attached).

President Luther-Stark called a break from 10:26 a.m. to 10:41 a.m.

ANNOUNCEMENTS

NEXT REGULAR MONTHLY MEETING: March 28, 2019, Open Forum begins at 9:00 a.m. and Meeting begins at 9:15 a.m., Administration Building, Conference Room A.

COMMITTEE REPORTS

Landscape Committee

Director Gambol and Secretary St. Aubin presented their reports.

Town Hall Committee

Director Singer presented his report.

DIRECTORS’ COMMENTS

No Directors made comments.

SHAREHOLDERS' COMMENTS

No shareholders made comments.

ADJOURNMENT

There being no further business to conduct, President Luther-Stark adjourned the meeting at 10:57 a.m. and stated that there will be an Executive Session to discuss member issues.

Attest
Saundra Luther-Stark, President
SEAL BEACH MUTUAL ONE
ck:03/11/2019
Attachments

(These are tentative minutes subject to approval by the Board of Directors at the next Regular Board of Directors Meeting.)

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING FEBRUARY 28, 2019**

02/28/19 RESOLVED, To postpone “Discuss and vote to approve/deny concrete bids” (Building Inspector’s Report, item a) until the next Regular Monthly Meeting pending further information and research.

RESOLVED, To approve a proposal from Schlick Services, Inc., for the replacement of area walkway lights located throughout the Mutual, at a cost not to exceed \$12,586, and authorize the President to sign the contract.

RESOLVED, To ratify two wire transfers completed on February 6, 2019, the first in the amount of \$327,246.08 from First Foundation Bank to U.S. Bank Restricted Funds, and the second in the amount of \$827,893.00 from First Foundation Bank to U.S. Bank Non-Restricted Funds.

RESOLVED, To approve a commitment by the Board of Directors of Mutual One, to help and support the unified mission of the collective Mutuals of Leisure World Seal Beach, to insure appointments are made to meet with GRF staff.

DRAFT

INSPECTORS MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **ERIC WYNGAARDEN**

MUTUAL BOARD MEETING DATE:

2/28/19 FEBUARY REPORT

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
6-G	HEAT PUMP	BOTH	12/20/18	04/01/19	NO	NONE	GREENWOOD
6-H	SHOWER	GRF	02/11/19	03/11/19	NO	NONE	NU-KOTE
6-J	SHOWER	GRF	01/10/19	02/10/19	NO	1/28/19 FINAL	NU-KOTE
14-B	WINDOWS	BOTH	02/22/19	03/28/19	NO	NONE	ROBERTS CONSTRUCTION
15-H	SHOWER	BOTH	03/25/19	04/25/19	NO	NONE	NU-KOTE
19-B	GOLF CART PAD	GRF	12/05/18	01/05/19	NO	NONE	ANGUIANO LAWN CARE
19-B	REMODEL	BOTH	01/25/19	06/30/19	NO	1/28/19 FINAL	LW DÉCOR, INC
19-I	SYLLIGHT DOMES	GRF	01/10/19	03/01/19	NO	1/29/19 FINAL	SOLATUBE HOME
24-H	FRONT DOOR	GRF	12/17/18	01/25/19	YES	1/30/19 FINAL	SUNRISE GLASS & MIRROR
28-D	SKYLIGHTS	BOTH	01/17/19	01/31/19	NO	2/8/19 FINAL	SOLATUBE HOME
29-K	PATIO CARPET	GRF	01/15/19	02/15/19	NO	2/6/19 FINAL	KARYS CARPET
31-B	COUNTERTOPS	BOTH	03/11/19	04/19/19	NO	NONE	MP CONSTRUCTION
32-G	REMODEL	BOTH	12/03/18	05/30/19	NO	NONE	LOS AL BLDRS
33-I	HEAT PUMP	BOTH	01/18/19	04/30/19	NO	NONE	GREENWOOD
39-I	HEAT PUMP	BOTH	02/14/19	05/14/19	NO	NONE	GREENWOOD
41-G	WASHER/DRYER	BOTH	03/04/19	05/03/19	NO	NONE	MP CONSTRUCTION
41-L	FLOORING	GRF	02/01/19	03/01/19	NO	2/15/19 FINAL	KARYS CARPET
51-I	SHOWER	GRF	02/27/19	05/27/19	NO	NONE	NU-KOTE
56-I	HEAT PUMP	BOTH	02/11/19	05/11/19	NO	NONE	GREENWOOD
61-H	FLOORING	GRF	01/07/19	02/07/19	NO	1/28/19 FINAL	KARYS CARPET
65-C	SLIDING DOORS	BOTH	02/11/19	04/11/19	NO	NONE	NATIONWIDE PAINTING
66-D	FLOORING	GRF	01/26/19	02/26/19	NO	2/13/19 FINAL	KARYS CARPET
66-D	HEAT PUMP	BOTH	02/11/19	05/11/19	NO	NONE	GREENWOOD
67-J	SHOWER	GRF	03/07/19	04/07/19	NO	NONE	NU-KOTE
66-F	REMODEL	BOTH	12/18/18	02/28/19	YES	NONE	PEEK CONSTRUCTION
69-C	FLOORING	GRF	01/20/19	02/20/19	NO	2/15/19 FINAL	KARYS CARPET
69-I	REMODEL	BOTH	12/18/18	02/28/19	YES	1/16/19 FINAL	M&M CONSTRUCTION

INSPECTORS MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **ERIC WYNGAARDEN**

MUTUAL BOARD MEETING DATE:

2/28/19 FEBUARY REPORT

70-B	SECURITY DOOR	GRF	01/21/19	01/31/19	NO	2/7/19 FINAL	MP CONSTRUCTION
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ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
4-A		12/13/18	02/13/19	02/20/19	03/05/19		
5-G		10/18/18					
5-K		04/12/18					
6-A		12/10/18					
8-J		09/24/18					
8-K		01/30/19					
9-D		12/20/18					
11-D		01/25/19					
13-C		02/27/18					
15-A		12/21/18					
17-B		01/02/19					
23-D		11/14/18					
25-D		11/08/18					
26-E		08/13/18					
27-C		07/30/18					
29-E		11/15/18					
29-K		02/06/19					
29-L		11/15/18					
31-C		02/05/19	02/15/19	02/20/19	03/06/19		
33-E		11/16/18					
34-A		11/19/18					
35-F		02/11/19					
37-G		11/09/18					
39-C		12/10/18					
40-L		05/23/18					

INSPECTORS MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **ERIC WYNGAARDEN**

MUTUAL BOARD MEETING DATE:

2/28/19 FEBUARY REPORT

42-H		02/07/19					
42-J		07/24/18					
44-L		01/10/18					
48-K		10/29/18					
54-H		08/08/18					
55-B		06/26/18					
56-A		11/06/18					
57-A		10/17/18					
61-G		10/04/18					
63-B		12/12/18					
63-F		08/24/18					
66-D		01/23/19					
67-L		06/04/18	10/29/18	10/30/18	11/14/18		
69-C		08/08/18	11/28/18	12/05/18	01/25/19	02/08/19	
70-E		11/13/18					
70-I		11/01/18	01/30/19	01/30/19	02/13/19		

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation

FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

MUTUAL AND SHAREHOLDER REQUEST

ASSOCIATION RESERVES GOOD THROUGH 2020

FENNS CONTRACT GOOD THROUGH 2020 ----- PROJECT --- TERMITES,PESTS AND GOPHERS

J&J LANDSCAPING CONTRACT GOOD THROUGH 2021----- PROJECT--- LANDSCAPING

BRIGHTVIEW CONTRACT GOOD THROUGH 2021---- PROJECT--- TREE ARBORIST

INNOVATIVE CLEANING SERVICES ---- PROJECT --- LANUDRY ROOMS TWICE A MONTH

INSPECTORS MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **ERIC WYNGAARDEN**

MUTUAL BOARD MEETING DATE: **2/28/19 FEBUARY REPORT**

A-1 TOTAL SREVICE PLUMBING CONTRACT GOOD FOR 69 BUILDINGS

APPROVE OR DENY THE SIDEWALK CONCRETE REPAIR BY MJJURADO.... TOTAL COST = \$142,299.75

LAUNDRY ROOM LIGHTS INSTALLED ON ALL 18 LAUNDRY ROOM

A-1 TOTAL SERVICE PLUMBING RELINING PROJECT BUILDINGS 2-70 -- THEIR ON BUILDING 13

A-1 TOTAL SERVICE PLUMBING RELINING PROJECT BUILDING 40.... EMERGENCY REPAIR

A-1 TOTAL SERVICE PLUMBING RELINING PROJECT BUILDING 11 --- TOTAL COST = \$ 32,643.18 ,,, NOT \$38,643,18

A-1 TOTAL SERVICE PLUMBING RELINING PROJECT BUILDING 12--- TOTAL COST = \$32,643.18

MUTUAL & SHARE HOLDER REQUEST

CALLS AND VISITS TO UNITS 68

P.O. Box 2069
Seal Beach CA 90740

Jan Actual	Jan Budget		2019 Y-T-D Actual	2019 Y-T-D Budget
218,495	218,495	Carrying Charges	218,495	218,495
92,080	92,081	Reserve Funding	92,080	92,081
310,575	310,576	Total Regular Assessments	310,575	310,576
6,963	4,169	Service Income	6,963	4,169
3,506	3,325	Financial Income	3,506	3,325
7,473	3,047	Other Income	7,473	3,047
17,942	10,541	Total Other Income	17,942	10,541
328,517	321,117	Total Mutual Income	328,517	321,117
133,521	133,521	GRF Trust Maintenance Fee	133,521	133,521
16,558	26,788	Utilities	16,558	26,788
8,440	5,470	Professional Fees	8,440	5,470
0	34	Office Supplies	0	34
41,465	45,449	Outside Services	41,465	45,449
20,540	17,775	Taxes & Insurance	20,540	17,775
92,080	92,081	Contributions to Reserves	92,080	92,081
312,603	321,118	Total Expenses Before Off-Budget	312,603	321,118
15,913	(1)	Excess Inc/(Exp) Before Off-Budget	15,913	(1)
23,567	0	Depreciation Expense	23,567	0
(7,654)	(1)	Excess Inc/(Exp) After Off-Budget	(7,654)	(1)
		Restricted Reserves		
5,530	0	Appliance Reserve Equity	30,031	0
6,667	0	Painting Reserve	549,164	0
0	0	Contingency Operating Equity	343,258	0
4,167	0	Roofing Reserve	322,921	0
0	0	Emergency Reserve Equity	441,109	0
59,087	0	Infrastructure Reserve	2,431,007	0
75,450	0	Total Restricted Reserves	4,117,490	0

PRESIDENT’S REPORT

March is close at hand and yet the rains seem to be here to stay. Our grounds, trees and plants may be loving these continual storms.... me – not so much.

SUMMARY OF SALES 2018

Latest reports re: 2018 statistics for Mutual One

Escrows Closed 51 average 4.25 per month

Trust Reviews 34

Transfers 160 (unit ownership transferred to a relative)

New Buyer Orientations 2019 9 average 4.25 per month

COLLECTION of LEGAL FEES 2018 \$76,301

2019 \$ 7,836

Mutual Administration letters of violations mailed 260

* this does not include monthly statements from accounting.

SEWER RELINING

Normal work with A-1 Total Plumbing crew are on building #14. However, a huge blockage in building #40 needed immediately attention. Thankfully we were already contracted for this sewer repair. **DO NOT PLACE ANYTHING DOWN OUR TOILETS BUT TOILET PAPER!**

As a reminder GRF committees handles all trust streets and properties.

Mutual One does not have any streets. Only driveways thru and around carports.

Mutual cannot issue permits to park on Trust Streets. To park on Trust Street you need either: 1] Current LW Decal 2] 2019 Pass – placed on drivers side of dash 3] Security issued daily pass – placed on drivers side of dash.

It is no secret that if you drive any motorized vehicle in our community **you need a valid drivers license and insurance.** NO EXCEPTIONS. Just because you live in LW does not allow you to be exempt from California Laws.

ELECTIONS

Mutual One has 4 open seats to be elected this year. Interested in the Mutual Issues? Please contact Stock Transfer for a Candidate Application. Filing date starts March 11th.

GRF positions has 2 open seats to be elected this year. Interested in the Whole Community? Being a part of all the decisions of our facilities? Contact Stock Transfer for a Candidate Application and see LW News for additional information.

SECURITY

Many changes are being discussed in the way Security handles the thousands of vehicles that enter our community. Be a **solution** to the issue not a **problem**. We all want freedom, but freedom is not free. Remember did you lose your Give and Take Attitude? Refer to LW News Weekly Column by Victor Rocha , Security Services Director, entitled **Security Corner**. He will keep you up to date on additional Town Hall meetings.

I have mentioned frequently that the Mutual represents each shareholder. Therefore, on the advice of our counsel, The Mutual Board cannot do for one that we cannot do for all.

Respectfully submitted,

Saundra Luther Stark

Mutual Administration Director's Report

February 2019

Election time is here!

If you wish to run for a Director's position on the Mutual Board and be included on the ballot for your Mutual election, please see the staff in the Stock Transfer Office in the Administration Building on the first floor for a candidate's application form.

Please see the 2019 GRF & Mutual Election and Annual Meeting Schedule.

To Be a Volunteer:

Generosity - A willingness to give your time to others.

Compassion - To truly care about making someone else's life better

Dedication - To stick with the project and see it through.

Nobody can do everything, everyone can do something!



SIGN-IN SHEET

BOARD OF DIRECTORS MEETING

MUTUAL NO. ONE

DATE: February 28, 2019

	GUEST NAME
1.	Dan Childs
2.	Susan Mitchell
3.	Robert Garretson
4.	Mark Scott
5.	Manny Haro
6.	Christine Hamilton
7.	Betty Scharf