A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
April 23, 2020
Open Forum begins at 9:00 a.m. – Meeting begins at 9:15 a.m.
Zoom Video and Call Conference Meeting

Meeting ID: 863 9722 6579
Password: 385992

Dial-In #: +16699006833,,86397226579#,#,385992#
+14086380968,,86397226579#,,#385992#

1. CALL TO ORDER

3. SHAREHOLDER COMMENTS **(2-3 minutes per shareholder)**

4. ROLL CALL

5. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUESTS:

   Ms. Perrotti, GRF Representative
   Ms. St. Aubin, GRF Representative
   Ms. Hopkins, Mutual Administration Director
   Mr. Stolarz, Building Inspector
   Ms. Barua, Recording Secretary

6. APPROVAL OF MINUTES:
   a. Regular Meeting Minutes of February 27, 2020

7. BUILDING INSPECTOR'S REPORT Mr. Stolarz
   Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests **(pp. 3-8)**
   a. Discuss and vote to approve Pest and Termite Services for Mutual Property **(pp. 9-13)**
   b. Discuss and vote to approve MJ Jurado Proposals for Bldg. 38-F and Units 63-I and 63-B **(pp. 14-20)**
   c. Discuss Sewer Cleaning Bids **(p. 21)**

8. GRF REPRESENTATIVES Ms. Perrotti & Ms. St. Aubin

9. **UNFINISHED BUSINESS**
   a. Discuss and vote to ratify rescission of Policy 7025.01 – Common Interest Development, Policy 7304 – Financing Capital Projects, Policy 7305 – Depreciation – Straight Line Method, Policy 7307- Signature Requirements on Checks, Policy 7310- Mutual Budgets, Policy 7330.01 – Impounds – Property Taxes, Policy 7331.01 – Interest on Impound Accounts, Policy 7335 - Cash Disbursements, and Policy 7336 – Shareholders' Interest **(p. 22)**

b. Discuss and vote to ratify amended Policy 7306.01 – Banking Resolutions **(pp. 23-25)**
c. Discuss and vote to ratify rescinded Policy 7020 – Approval of Escrows and Policy 7021 – Limitations of Stockholders and adopt Policy 7020.01 – Banking Resolutions and Policy 7021.01 – Limitations of Stockholders **(pp. 26-28)**

10. **NEW BUSINESS**
    a. Approval of Mutual Monthly Finances **(p. 29)**
    b. Discuss and vote to ratify phone poll conducted on March 25, 2020 **(p. 30)**
    c. Discuss and vote to ratify various resolutions from the Special Executive Teleconference Call held on April 2, 2020 **(p. 31)**
    d. Discuss and vote to approve Reserve Study with Association Reserve **(p. 32)**
    e. Discuss and vote to approve Fire Avert proposal **(p. 33-34)**
    f. Discuss and vote to approve intent to vote cumulatively **(p. 35)**
    g. Discuss and vote to appoint Inspectors of Election **(p. 36-40)**
    h. Discussion on Policy Reviews
    i. Discussion on Laundry Room Financials

STAFF BREAK BY 11:00 a.m.

11. SECRETARY / CORRESPONDENCE — Ms. Brennan

12. CHIEF FINANCIAL OFFICERS REPORT — Ms. Potterton

13. MUTUAL ADMINISTRATION DIRECTOR — Ms. Hopkins

14. ANNOUNCEMENTS

NEXT MEETING: May 28, 2020 9:00 a.m., TBA

15. COMMITTEE REPORTS

16. DIRECTORS' COMMENTS

17. SHAREHOLDER COMMENTS

18. ADJOURNMENT

19. EXECUTIVE SESSION

STAFF WILL LEAVE THE MEETING BY 12:00 p.m.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : RICH STOLARZ

MUTUAL BOARD MEETING DATE: April 23, 2020

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
4-G	SHOWER CUT DOWN	BOTH	02/25/20	03/26/20	NO	04/14/20 FINAL	NUKOTE
4-H	BEDROOM REMODEL	BOTH	04/25/20	10/25/20	NO	NONE	NATIONWIDE PAINTING
4-H	COUNTER TOPS / PAINT	BOTH	03/05/20	04/20/20	YES	NONE	NATIONWIDE PAINTING
5-G	BLOCK WALL	GRF	01/24/20	02/24/20	NO	NONE	MJ JURADO
7-E	COUNTER TOP / MICRO	BOTH	03/01/20	06/30/20	NO	NONE	MP CONSTRUCTION
6-C	DISHWASHER / PANEL	BOTH	03/23/20	04/05/20	NO	4/2/2020 FINAL	OGAN CONSTRUCTION
18-J	HEAT PUMP	BOTH	03/09/20	06/09/20	NO	NONE	GREENWOOD
25-K	FLOORING	GRF	03/06/20	05/06/20	NO	NONE	BIXBY CARPET & FLOORING
25-K	FLARE SKYLIGHTS	BOTH	12/05/19	02/28/20	YES	02/21/20 FRAMING	M&M CONSTRUCTION
25-K	FLARE SKYLIGHTS	BOTH	12/05/19	02/28/20	YES	02/21/20 INSULATION	M&M CONSTRUCTION
25-K	FLARE SKYLIGHTS	BOTH	12/05/19	02/28/20	YES	02/21/20 DRYWALL	M&M CONSTRUCTION
25-K	SHOWER REFINISH	GRF	04/02/20	05/02/20	NO	NONE	NUKOTE
29-E	SCREEN PATIO	BOTH	12/16/19	02/29/20	YES	NONE	BRUNO H. ALVAREZ CONTRACTOR
31-E	HEAT PUMP	BOTH	04/02/20	07/02/20	NO	NONE	GREENWOOD
33-D	HEAT PUMP	BOTH	04/21/20	05/21/20	NO	NONE	ALPHINE HEATING & AIR
34-A	ASBESTOS REMOVEL	BOTH	03/16/20	03/18/20	YES	03/26/20 FINAL	SIRRIS ABATEMENT
35-A	AWNING	GRF	04/30/20	04/30/20	NO	NONE	AAA AWNINGS, INC.
44-A	GREENWOOD	BOTH	03/25/20	06/25/20	NO	03/31/20 FINAL	GREENWOOD
46-G	CARPORT CABINET	GRF	03/20/20	04/20/20	NO	NONE	J&J HANDYMAN
46-H	CARPORT CABINET	GRF	04/02/20	05/10/20	NO	NONE	J&J HANDYMAN
46-I	SHOWER CUT DOWN	BOTH	03/02/20	04/02/20	NO	NONE	NUKOTE
48-F	CARPORT CABINET	GRF	04/10/20	05/10/20	NO	NONE	J&J HANDYMAN
48-I	SHOWER CUT DOWN	BOTH	03/02/20	04/02/20	NO	NONE	NUKOTE
51-H	SHOWER CUT DOWN	BOTH	03/04/20	04/04/20	NO	03/31/20 FINAL	NUKOTE

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : RICH STOLARZ

MUTUAL BOARD MEETING DATE: April 23, 2020

54-B	SLIDING GLASS DOORS	BOTH	03/19/20	06/20/20	NO	04/01/20 FINAL	RYDEN CONSTRUCTION
55-B	OUTLET / SWITCH	BOTH	03/20/20	04/22/20	NO	NONE	TRADE MARK ELECTRIC
56-I	KITCHEN BACKSPLASH	GRF	11/15/19	12/28/19	YES	NONE	M&M CONSTRUCTION
61-E	WINDOW'S / DOOR	BOTH	04/01/20	04/30/20	NO	NONE	JOHN M. BERGKVIST
63-B	SLIDING GLASS DOOR	BOTH	03/30/20	05/01/20	NO	04/16/20 FINAL	JOHN M. BERGKVIST
67-L	WINDOW'S / DOOR	BOTH	03/01/20	04/20/20	YES	NONE	NATIONWIDE

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
5-F		02/27/20					
9-L		11/19/19	01/17/20	01/22/20	02/05/20	02/26/20	
11-D		01/25/19					
13-C		02/27/18					
13-L		12/18/19					
14-I		04/15/20					
16-A		02/25/20					
16-W		04/03/20					
18-J		11/06/19	02/14/20	02/14/20	03/02/20	03/23/20	
19-D		02/25/19					
19-H		03/30/20					
21-A		02/21/20					
21-F		03/13/19					
22-H		03/31/20					
23-H		01/22/20					
23-K		03/23/20					

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE **INSPECTOR : RICH STOLARZ**

MUTUAL BOARD MEETING DATE: April 23, 2020

25-D		06/10/19	12/30/19	12/30/19	01/14/20	04/09/20	
25-L		03/23/20					
28-K		02/13/20	04/13/20	04/14/20	04/28/20		
32-K		07/22/19					
36-H		04/23/19					
37-L		05/06/19					
38-D		02/12/20					
38-J		09/06/19	03/19/20	03/23/20	04/06/20	04/09/20	
39-G		01/28/20	04/02/20	04/07/20	04/20/20		
40-B		11/22/19					
40-G		04/23/19	04/03/20	04/09/20	04/23/20		
44-I		03/31/20					
47-D		10/03/19					
48-E		01/22/20	03/04/20	03/11/20	03/25/20	03/26/20	
48-K		02/12/20	03/31/20	04/20/20	05/04/20		
49-L		12/09/20					
54-H		03/01/19					
55-I		03/12/20	04/06/20	04/07/20	04/21/20		
62-A		10/04/19					
65-C		03/25/19					
70-E		03/30/20					
70-F		02/27/20					

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

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE **INSPECTOR : RICH STOLARZ**

MUTUAL BOARD MEETING DATE: April 23, 2020

CONTRACTOR	PROJECTS
ASSOCIATION RESERVES GOOD THROUGH 7/26/2020	
FENN GOOD THROUGH 5/31/2020	TERMITES, PEST AND GOPHERS
WASH GOOD THROUGH 11/21/2022	WASHERS & DRYERS
INNOVATIVE CLEANING SERVICES	LAUNDRY ROOM TWICE A MONTH
BRIGHTVIEW GOOD THROUGH 11/30/2021	TREE ARBORIST
J&J LANDSCAPING GOOD THROUGH 11/30/2021	LANDSCAPING
SOUTHERN PROPERTY FIRE PROTECTION - FIRE EXTINGUISHER CERTIFICATION GOOD THROUGH 12/20/2020	
A-1 TOTAL SERVICE PLUMBING	SEWER PIPE RELINING
CURRENTLY DESCALING ONLY 35,36,37,38 - SEWER LINERS POSTPONE DUE TO COVID-19 CONCERNS	
NEED MUTUAL APPROVAL - TERMITE AND PEST CONTROL BIDS AND CONTRACT FOR YEARS 2020/ 2021/ 2022	
DISCUSS - SEWER CLEANING BID - EMPIRE PIPE FOR YEARS 2020/ 2021/ 2022 - OUTGOING ONLY?	
DISCUSS - WALKED MUTUAL DRY ROT - DOES THE MUTUAL WANT ME TO GO OUT FOR BIDS?	
PROPOSAL FROM MJ JURADO - 38-F $5,522.00 PATIO CONCRETE LIFTING, UNEVEN SURFACES - REMOVE & REPLACE	
PROPOSAL FROM MJ JURADO - 63-I $2,618.00 PATIO CONCRETE LIFTING & LARGE CRACKS - REMOVE & REPLACE	
PROSOSAL FROM MJ JURADO - 63-B $1,320.00 CRACKED SLAB CONCRETE PATIO - REMOVE & REPLACE	

MUTUAL & SHAREHOLDER REQUEST

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SITE VISITS

63-B - BEDROOM SLIDING GLASS DOOR INSPECTION - SIGNED OFF

32-B - LEAK AT TOILET TANK - CALLED SERVICE MAINTENANCE

39-G - FINAL ESCROW INSPECTION

14-I - PRELISTING

42-C - NEEDS LOCK BOX - SHAREHOLDER CALLING SERVICE MAINTENANCE

POSTED FLYERS - EMPTY UNITS 52-A, 54-A AND 57-K

38-H - KITCHEN SKYLIGHT CHECK - A1 CANOPY FLIPPED OVER FROM THE WIND

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : RICH STOLARZ

MUTUAL BOARD MEETING DATE: April 23, 2020

51-K - TALKED TO SHAREHOLDER REGARDING HEAT PUMP / CEILING HEAT
CHECKED ONGOING WORK WITH A1
4-G - SHOWER CUT DOWN INSPECTION - SIGNED OFF
28-K - ESCROW INSPECTION
54-E - PATIO WALL SEPARATING BY ENTRY DOOR - SERVICE MAINTENANCE WORK ORDER
28-K - NEW BUYER ORIENTATION
52-F - GRIND SIDEWALK - SERVICE MAINTENANCE WORK ORDER
CARPORT 18 SPACE 12 - CHECK CARPORT SURFBOARDS SUSPENDED FROM RAFTERS
LAUNDRY 8 - CLOTHESLINES MISSING
59-K - PICK UP CABLE BOXES AND TAKE TO DIRECTORS HOUSE
40-G - ESCROW INSPECTION
LAUNDRY 7 - CLOTHESLINE OFF
LAUNDRY 9 - MEET S/M MAINTENANCE WATER HEATER INSTALLATION
38-J - LEAK UNDER SINK - S/M WORK ORDER REPLACED DISPOSAL
55-I - ESCROW INSPECTION
ALL LAUNDRY ROOMS - BROKEN WASTE CAN COUNT
39-G - ESCROW INSPECTION
38-D - TALKED TO BUYER ABOUT REMODELING UNIT
55-I - NEW BUYER ORIENTATION
45-G - BROKEN TILE ON PATIO - LEAK AT HOSE BIBB LINE - S/M WORK ORDER
CHECK ONGOING WORK WITH A1
POST FLYERS AT ALL LAUNDRY ROOMS
40-G - NEW BUYER ORIENTATION
16-W - PRELISTING INSPECTION
26-E - SMELL IN UNIT AT STOVE TOP - NO ISSUES FOUND
38-J - FINAL ESCROW INSPECTION
6-C - DISHWASHER INSPECTION - SIGNED OFF
39-G - NEW BUYER ORIENTATION

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : RICH STOLARZ

MUTUAL BOARD MEETING DATE: April 23, 2020

29-G - BUZZING NOISE IN UNIT - SHAREHOLDER MAINTENACE ORDER
54-B - SLIDING GLASS DOOR INSPECTION - SIGNED OFF
2-L - DISCUSED NEW WINDOWS AND CONTRACTOR PERMITS
22-G - HOOD FAN NOT WORKING - PENDING WORK ORDER - NOTIFED SERVICE MAINTENANCE
22-H - PRELISTING INSPECTION
44-I - PRELISTING INSPECTION
48-K - NEW BUYER ORIENTATION
46-I - SHOWER CUT DOWN INSPECTION - SIGNED OFF
51-H - SHOWER CUT DOWN INSPECTION - SIGNED OFF
38-K - TALKED TO SHAREHOLDER REGARDING SEWER RELINING PROJECT
CARPORT 11 - PICK UP WOOD AND DUMP
19-H - PRELISTING INSPECTION
CARPORT 4 / SPACE 1 & 2 - GRIND CRACK - SARVICE MAINTENANCE WORK ORDER
70-E - PRELISTING INSPECTION
CHECKED ONGOING WORK WITH A1 - NOTIFED ABOUT CLEAN UP LAUNDRY AREA'S
27-G - WALK LIGHT CHECK
19-J - GRIND UNEVEN CRACKED SIDEWALK - DIRECTORS REQUEST
35-A - CHECKING ON NEW REFRIGERATOR FOR MUTUAL
52-A - CHECKING ON NEW REFRIGERATOR FOR MUTUAL
4-H - CHECK WORK IN PROGRESS - NATIONWIDE
38-J - CHECKED ESCROW WORK IN PROGRESS
49/52 - AREA DRAIN - MEET SERVICE MAINTENANCE
34-J - ABATEMENT INSPECTION - SIGNED OFF
14-J - GOLF CART - NO CART PAD CHECKED WITH DIRECTOR
9-J - CHECKED WORK AT UNIT WITH DIRECTOR
35-C - CHECKED CONCRETE WORK AT PATIO
CHECKED ONGOING WORK WITH A1
35-L - STOVE TOP BURNER BLEW - NOTIFIED SERVICE MAINTENANCE

MUTUAL BOARD ACTION REQUEST

TO: ALL MUTUALS
FROM: PHYSICAL PROPERTY COMMITTEE (MW)
SUBJECT: PEST AND TERMITE SERVICES FOR MUTUAL PROPERTY
DATE: APRIL 1, 2020
CC: FILE

The Pest and Termite services contracts for the Mutuals will expired April 30, 2020, and new three-year contracts are needed. The Physical Property Department sent out a Request for Proposal (RFP) for this service to twelve vendors and four bids were received. The bids received are as follows for Termite treatment and inspection:

	MUTUAL BUILDINGS - TERMITE INSPECTION AND LOCALIZED TREATMENT				
one year cost - previous contract		2020-22	2020-22	2020-22	2020-22
FENN	MUTUAL	FENN	PESTMASTER	ROADRUNNER	RODENT PEST
$ 14,267.45	1	$ 50,625.00	$ 1,452,735	$ 253,200	$ 134,196
$ 14,608.13	2	$ 51,840.00	$ 1,487,160	$ 259,200	$ 137,376
$ 7,302.96	3	$ 25,920.00	$ 743,580	$ 129,600	$ 68,688
$ 6,694.38	4	$ 23,760.00	$ 681,615	$ 118,800	$ 62,964
$ 8,317.26	5	$ 29,520.00	$ 846,855	$ 147,600	$ 78,228
$ 6,897.24	6	$ 24,480.00	$ 702,270	$ 122,400	$ 64,872
$ 6,491.52	7	$ 23,340.00	$ 660,960	$ 115,200	$ 61,146
$ 5,882.94	8	$ 20,875.00	$ 598,995	$ 104,400	$ 55,332
$ 6,491.52	9	$ 23,340.00	$ 660,960	$ 115,200	$ 61,056
$ 4,665.78	10	$ 16,560.00	$ 475,065	$ 82,800	$ 43,884
$ 5,274.36	11	$ 18,720.00	$ 537,030	$ 93,600	$ 49,608
$ 7,648.04	12	$ 27,075.00	$ 736,695	$ 230,730	$ 68,052
$ 5,552.19	14	$ 19,620.00	$ 592,110	$ 194,160	$ 54,696
$ 8,492.56	15	$ 29,256.00	$ 853,740	$ 342,090	$ 78,864
$ 1,014.30	16	$ 3,600.00	$ 103,275	$ 18,000	$ 9,540
$ 2,133.34	17	$ 7,620.00	$ 72,294	$ 12,600	$ 6,930

See Exhibit A for itemized Pest Control cost received from Request for Proposal (RFP)

It is staff's recommendation to award a 3-year contract to Fenn Termite & Pest Control.

I move to award a contract to Fenn Termite & Pest Control to service and maintain Mutual One Property for Pest and Termite services for a three-year period at a total cost of $_____ and approve the cost for pest control as itemized in Exhibit A using funding from Operations and to authorize the President to sign the contract.

EXHIBIT A

2020 MUTUAL BUILDINGS & CARPORTS - ITEMIZATION FOR PEST CONTROL SERVICES				
	2020 FENN	2020 PESTMASTER	2020 ROADRUNNER	2020 RODENT PEST
Cost for treatment of interior of each residential unit, including the patio area	$ 20	$ 25.98	$ 30.00	$ 20.00
Cost for treatment of interior of each laundry room	$ 12	$ 11.98	$ 15.00	$ 15.00
Cost for treatment of entire outside perimeter of building as required	$ 50	$ 27.98	$ 35.00	$ 30.00
Cost for treatment of attics as required	$ 50	$ 29.98	$ 50.00	$ 70.00
Cost for spraying in each carport building as required		$ 11.98	$ 25.00	$ 10.00
Cost for treatment of insects listed under Section B of these Specifications 3-2.1				
Ants	$ 20	$ 59.98	$ 35.00	$ 25.00
Roaches	$ 20	$ 74.98	$ 35.00	$ 149.00
Spiders	$ 20	$ 59.98	$ 35.00	$ 40.00
Earwigs	$ 20	$ 59.98	$ 35.00	$ 35.00
Crickets	$ 20	$ 94.98	$ 35.00	$ 35.00
Mice	$ 25	$ 124.98	$ 85.00	$ 175.00
Rats	$ 25	$ 124.98	$ 85.00	$ 245.00
Mites	$ 50	$ 124.98	$ 85.00	$ 85.00
Wasp	$ 20	$ 174.98	$ 95.00	$ 65.00
Bees	$ 150	$ 174.98	$ 95.00	$ 150.00
Cost for mice/rat bait station service each month and provide a map of locations	$ 3	$ 3.98	$ 3.98	$ 4.00

EXHIBIT A

2021 MUTUAL BUILDINGS & CARPORTS - ITEMIZATION FOR PEST CONTROL SERVICES				
	2021 FENN	2021 PESTMASTER	2021 ROADRUNNER	2021 RODENT PEST
Cost for treatment of interior of each residential unit, including the patio area	$ 20	$ 27.98	$ 30.00	$ 27.98
Cost for treatment of interior of each laundry room	$ 12	$ 13.98	$ 15.00	$ 13.98
Cost for treatment of entire outside perimeter of building as required	$ 50	$ 29.98	$ 35.00	$ 29.98
Cost for treatment of attics as required	$ 50	$ 32.98	$ 50.00	$ 32.98
Cost for spraying in each carport building as required		$ 13.98	$ 25.00	$ 13.98
Cost for treatment of insects listed under Section B of these Specifications 3-2.1				
Ants	$ 20	$ 61.98	$ 35.00	$ 61.98
Roaches	$ 20	$ 76.98	$ 35.00	$ 76.98
Spiders	$ 20	$ 61.98	$ 35.00	$ 61.98
Earwigs	$ 20	$ 61.98	$ 35.00	$ 61.98
Crickets	$ 20	$ 129.98	$ 35.00	$ 129.98
Mice	$ 25	$ 129.98	$ 85.00	$ 129.98
Rats	$ 25	$ 129.98	$ 85.00	$ 129.98
Mites	$ 50	$ 199.98	$ 85.00	$ 199.98
Wasp	$ 20	$ 199.98	$ 95.00	$ 199.98
Bees	$ 150	$ 199.98	$ 95.00	$ 199.98
Cost for mice/rat bait station service each month and provide a map of locations	$ 3	$ 4.48	$ 3.98	$ 4.48

EXHIBIT A

2022 MUTUAL BUILDINGS & CARPORTS - ITEMIZATION FOR PEST CONTROL SERVICES				
	2022 FENN	2022 PESTMASTER	2022 ROADRUNNER	2022 RODENT PEST
Cost for treatment of interior of each residential unit, including the patio area	$ 20	$ 29.98	$ 30.00	$ 29.98
Cost for treatment of interior of each laundry room	$ 12	$ 15.98	$ 15.00	$ 15.98
Cost for treatment of entire outside perimeter of building as required	$ 50	$ 31.98	$ 35.00	$ 31.98
Cost for treatment of attics as required	$ 50	$ 35.98	$ 50.00	$ 35.98
Cost for spraying in each carport building as required		$ 15.98	$ 25.00	$ 15.98
Cost for treatment of insects listed under Section B of these Specifications 3-2.1				
Ants	$ 20	$ 63.98	$ 35.00	$ 63.98
Roaches	$ 20	$ 78.98	$ 35.00	$ 78.98
Spiders	$ 20	$ 63.98	$ 35.00	$ 63.98
Earwigs	$ 20	$ 63.98	$ 35.00	$ 63.98
Crickets	$ 20	$ 99.98	$ 35.00	$ 99.98
Mice	$ 25	$ 134.98	$ 85.00	$ 134.98
Rats	$ 25	$ 134.98	$ 85.00	$ 134.98
Mites	$ 50	$ 134.98	$ 85.00	$ 134.98
Wasp	$ 20	$ 224.98	$ 95.00	$ 224.98
Bees	$ 150	$ 224.98	$ 95.00	$ 224.98
Cost for mice/rat bait station service each month and provide a map of locations	$ 3	$ 7.98	$ 3.98	$ 7.98

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE MJ JURADO PROPOSALS FOR UNITS 38-F, 63-I, AND 63-B (BUILDING INSPECTOR'S REPORT, ITEM B)
DATE: APRIL 23, 2020
CC: MUTUAL FILE

I move to approve the patio proposal from MJ Jurado Inc for Units 38-F, 63-I, and 63-B, at a cost not to exceed $ 9,500.00. Funds to come from Structural Repairs and authorize the President to sign the contract.

MJ JURADO INC.

General Engineering Contractor
Lic# 950958 CL#A

726 S. Sherrill St., Anaheim, CA 92804
Tel: 714-397-0143 • Fax: 714-827-2110
State Contractor's License #987670 - A

Nº 1958

BID PROPOSAL and CONTRACT

Job # _____

Date MARCH 11, 2020

Bid to MUTUAL 1

Location BLDG 38 F.

Owner/Dev _____

We promise to furnish you labor and materials as noted below at the unit prices shown for the construction of

Item No	Quantity	Type or description	Unit Price		Total	
		SAWCUT PERIMETER PATIO REMOVE EXISTING			5,522	00
	251 ☐	CONCRETE, PLACE 6 MIL VISQUIN W/ 4" SAND PLACE 4" CONCRETE				

PRICES BASED ON **SACK TYPE** **CONCRETE** **VALID TO**

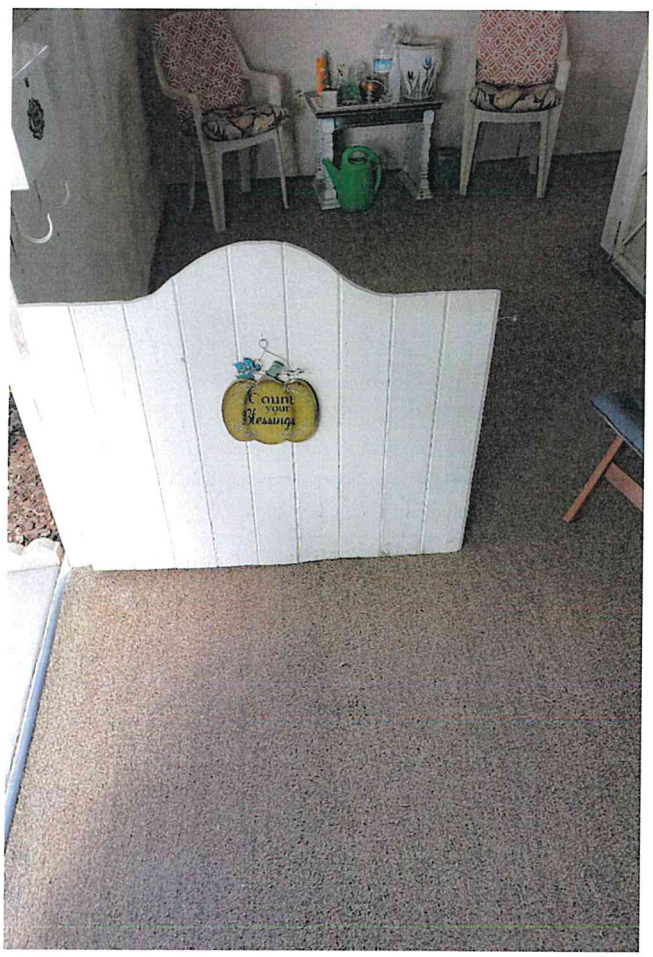
TOTAL	5,522	00

ACCEPTED:

_____ Buyer

_____ Date By _____

38-F Concrete Lifting, Uneven Surface



Doors Drag

MJ JURADO INC.

General Engineering Contractor
Lic# 950958 CL#A

726 S. Sherrill St., Anaheim, CA 92804
Tel: 714-397-0143 • Fax: 714-827-2110
State Contractor's License #987670 - A

Nº 1959

BID PROPOSAL and CONTRACT

Job # _____

Date MARCH 11/2020

Bid to MUTUAL 1

Location 63 I MUTUAL 1

Owner/Dev _____

We promise to furnish you labor and materials as noted below at the unit prices shown for the construction of

Item No	Quantity	Type or description	Unit Price	Total
	119 ☐	REMOVE EXISTING PATIO CONSTRUCT 4" CONCRETE WITH 6 M/L VISQUIN, ROSA & SOLECT MATERIAL		2618.00
		DEMO EXISTING BLOCKS DECO.		

PRICES BASED ON **SACK TYPE** **CONCRETE** **VALID TO**

TOTAL 2618.00

ACCEPTED:

_____ Buyer

_____ Date By _____

63-I CRACK LIFTED - GROUND DOWN - CRACK OPENING UNSAFE TO SHAREHOLDRER

MJ JURADO INC.

General Engineering Contractor
Lic# 950958 CL#A

726 S. Sherrill St., Anaheim, CA 92804
Tel: 714-397-0143 • Fax: 714-827-2110
State Contractor's License #987670 - A

Nº 1954

BID PROPOSAL and CONTRACT

Job # _____

Date 3/11/2020

Bid to MUTUAL 1 9

Location 63 B MUTUAL

Owner/Dev _____

We promise to furnish you labor and materials as noted below at the unit prices shown for the construction of

Item No	Quantity	Type or description	Unit Price	Total
	60 #	REMOVE & REPLACE EXISTING CONCRETE IN PATIO PLACE 6 MIL VISQUIN. WITH #3 REBAR CONSTRUCT 4" CONCRETE		1,320 00

PRICES BASED ON **SACK TYPE** **CONCRETE** **VALID TO**

TOTAL 1,320 00

ACCEPTED:

_____ Buyer

_____ Date By _____

63-B CRACKED PATIO SLAB

EMPIRE PIPE CLEANING - Sewer Pipe Cleaning

MUTUALS	2020	2021	2022
1	$ 5,061.60	$ 4,896.30	$ 5,061.60
2	$ 5,085.54	$ 4,775.46	$ 5,085.54
3	$ 2,804.40	$ 2,701.80	$ 2,804.40
4	$ 2,543.34	$ 2,451.00	$ 2,543.34
5	$ 2,999.34	$ 2,889.90	$ 2,999.34
6	$ 3,325.38	$ 2,575.26	$ 3,325.38
7	$ 2,217.30	$ 2,136.36	$ 2,217.30
8	$ 2,086.20	$ 2,009.82	$ 2,086.20
9	$ 2,479.50	$ 2,387.16	$ 2,479.50
10	$ 1,760.16	$ 1,696.32	$ 1,760.16
11	$ 1,956.24	$ 1,885.56	$ 1,956.24
12	$ 3,260.40	$ 3,141.84	$ 3,260.40
14	$ 2,479.50	$ 2,388.30	$ 2,479.50
15	$ 3,125.88	$ 3,078.00	$ 3,125.88
16	$ 326.04	$ 313.50	$ 326.04
17	$ 783.18	$ 752.40	$ 783.18

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS

FROM: MUTUAL ADMINISTRATION

SUBJECT: DISCUSS AND VOTE TO RATIFY RESCISSION OF POLICY 7025.01 – COMMON INTEREST DEVELOPMENT, POLICY 7304 – FINANCING CAPITAL PROJECTS, POLICY 7305 – DEPRECIATION – STRAIGHT LINE METHOD, POLICY 7307- SIGNATURE REQUIREMENTS ON CHECKS, POLICY 7310- MUTUAL BUDGETS, POLICY 7330.01 – IMPOUNDS – PROPERTY TAXES, POLICY 7331.01 – INTEREST ON IMPOUND ACCOUNTS, POLICY 7335 - CASH DISBURSEMENTS, AND POLICY 7336 – SHAREHOLDERS' INTEREST (UNFINISHED BUSINESS, ITEM A)

DATE: APRIL 23, 2020

CC: MUTUAL FILE

I move to ratify rescission of Policy 7025.01 – Common Interest Development, Policy 7304 – Financing Capital Projects, Policy 7305 – Depreciation – Straight Line Method, Policy 7307- Signature Requirements on Checks, Policy 7310- Mutual Budgets, Policy 7330.01 – Impounds – Property Taxes, Policy 7331.01 – Interest on Impound Accounts, Policy 7335 - Cash Disbursements, and Policy 7336 – Shareholders' Interest; the 28-day posting requirement has been met.

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY AMENDED POLICY 7306.01 – BANKING RESOLUTIONS (UNFINISHED BUSINESS, ITEM B)
DATE: APRIL 23, 2020
CC: MUTUAL FILE

I move to ratify amended Policy 7306.01 – Banking Resolutions; the 28-day posting requirement has been met.

MUTUAL OPERATIONS

ACCOUNTING AND FISCAL

Banking Resolution – Mutual One

The 2019-2020 Board of Directors of Mutual One took office with the Mutual's reserves already invested in Municipal Bonds.

Mutual One's Policy 7306, Banking Resolution, was in effect at that time and required, "That all funds will be deposited with banks and savings and loans that are insured by the F.D.I.C"; and

California Civil Code 1365.5 (c) (2) states, in part, "…The Board shall exercise prudent fiscal management in maintaining the integrity of the reserve account…"; and

With respect to the existing Municipal Bonds, the Board has the discretion to hold them to maturity or sell them as deemed prudent

Any new reserve funds will be placed in federally-insured accounts and instruments or other securities backed by the full faith and credit of the Federal government.

- Financial instruments that are guaranteed by the Federal government;
- Financial instruments that are insured to Principal and Interest;
- CDs, CDARS (Certificate Deposit Account Registry Service) that are fully F.D.I.C. Insured.

All Cash and Money Market accounts will be deposited with financial institutions that are insured by the F.D.I.C. and that these deposits are restricted to the maximum amount insured by the F.D.I.C.,

Any two of the following Mutual officers are authorized as signatories on the financial institution for the Mutual Corporation:

PRESIDENT, VICE PRESIDENT, SECRETARY, CHIEF FINANCIAL OFFICER

Two signatures (The Chief Financial officer and the President or Vice President) shall be required on ALL checks in the amount of $5,000 or more.
The Mutual's complete ledger shall be approved by the President or Officers of the Mutual each month.

(April 2020)

MUTUAL OPERATIONS

ACCOUNTING AND FISCAL

Banking Resolution – Mutual One

MUTUAL ADOPTION	**AMENDMENTS**
ONE: 08-27-93	01-27-11, 04-23-15, 04-23-2020

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS

FROM: MUTUAL ADMINISTRATION

SUBJECT: DISCUSS AND VOTE TO RATIFY RESCISSION OF POLICY 7020 – APPROVAL OF ESCROWS AND POLICY 7021 – LIMITATIONS OF STOCKHOLDERS AND ADOPT POLICY 7020.01 – BANKING RESOLUTIONS AND POLICY 7021.01 – LIMITATIONS OF SHAREHOLDERS (UNIFINISHED BUSINESS, ITEM C)

DATE: APRIL 23, 2020

CC: MUTUAL FILE

I move to ratify rescission of Policy 7020 – Approval of Escrows and Policy 7021 – Limitations of Stockholders and adopt Policy 7020.01 – Approval of Escrows and Policy 7021.01 – Limitations of Shareholders; the 28-day posting requirement has been met.

MUTUAL OPERATIONS

Approval of Escrows

Article III, Section 2, of the bylaw's vests power in the Board of Directors to accept or reject all applications for membership and admission to occupancy of a dwelling unit in the cooperative housing project, and

It is necessary that escrow papers be signed in a timely manner but calling special meetings of the Board to accept or reject each application in escrow would prove cumbersome,

THEREFORE

1. The President of this Corporation is authorized on behalf of the Board to sign various escrow documents that are necessary to accept or reject potential members of the Corporations.

2. Should the President be absent or otherwise unable to perform this duty, then any officer of this Corporation shall be empowered to sign such escrow documents on behalf of the Board.

MUTUAL ADOPTIONS		**RESCINDED**
ONE	04-23-2020	

(April 2020)

MUTUAL OPERATIONS

Limitation of Shareholders

This Mutual adopts the following as a statement of policy:

Since the number of shareholder residents occupying an apartment has a direct relationship to costs of operating the Corporation, the limitation on shareholders is:

1. Shareholder residents are limited to three on any one stock certificate for a 2-bedroom apartment and two on any one stock certificate for a 1-bedroom apartment.

2. Nonresident co-owners are limited to one per stock certificate.

Officers of the Corporation are directed to comply with the above limits in their approval of new shareholders.

MUTUAL ADOPTION

1 04-23-2020

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: APRIL 23, 2020
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 February 2020 and March 2020.

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY THE PHONE POLL CONDUCTED ON MARCH 25, 2020 (NEW BUSINESS, ITEM B)
DATE: APRIL 23, 2020
CC: MUTUAL FILE

On March 25, 2020, The Mutual one Board of Directors conducted a phone poll to accept the 2019 Audited Financial Statements.

I move to ratify the phone poll conducted on March 25, 2020, to accept that the Board of Directors of Seal Beach Mutual One, upon a presentation of the Financial Statements as of December 31, 2019, for the year then ended, and the proposed Accountant's report as submitted by CliftonLarsonAllen (CLA), hereby accepts the above-mentioned financial statements and reports therein, and authorize the President to sign the Management Representation Letter.

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY VARIOUS RESOLUTIONS FROM THE SPECIAL EXECUTIVE TELECONFERENCE ALL HELD ON APRIL 2, 2020 (NEW BUSINESS, ITEM C)
DATE: APRIL 23, 2020
CC: MUTUAL FILE

I move to ratify the resolutions " RESOLVED to approve release buyers from contract on sale of Unit 21-A in Mutual One", "RESOLVED to authorize the Board to subscribe to Zoom, for $14.95/month to conduct teleconference meetings until the Coronavirus crisis in over", "RESOLVED to accept the change order for A-1 to continue work at 40 percent of contract, upon completion of each building the remainder of contract will be honored", "RESOLVED to approve to have hot water tanks replaced in the Mutual 1 Laundry Rooms", and "RESOLVED that the Chief Financial Officer/Finance Committee to rollover maturing CDARs and other investments to reinvest such instruments into federally insured interest-bearing accounts through October 2020" made on April 2, 2020.

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS VOTE TO APPROVE RESERVE STUDY WITH ASSOCIATION RESERVE (NEW BUSINESS, ITEM D)
DATE: APRIL 23, 2020
CC: MUTUAL FILE

I move to approve the on-site Reserve Study by Association Reserves for the year 2021 at a cost of $1,610.00 per year. Paying 50% upon the approval and start of the study and 50% upon completion of the study and authorize the President to sign the contract.

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE FIRE AVERT PROPOSAL (NEW BUSINESS, ITEM E)
DATE: APRIL 23, 2020
CC: MUTUAL FILE

I move to approve the purchasing of the Fire Avert proposal at a cost not to exceed $124,354.15. Funds to come from _____ and authorize the President to sign the contract.

Leisure World Seal Beach -

Leisure World Seal Beach
1900 Saint Andrews Drive
Seal Beach, CA 90740
United States

Donna Gambol
d.gambol@me.com

Reference: 20200416-084830404
Prepared: April 16, 2020
Expires: July 15, 2020
Prepared by: Matthew Brenning
matt@fireavert.com
+1 (801) 615-2884

Products & Services

Item & Description	Quantity	Unit Price	Total
Hard Wire Fire Avert Direct Wired Fire Avert	750	$89.99	$67,492.50
Paid Installation Travel and install expenses.	750	$60.00	$45,000.00
FA-E01-14-50 4 Prong 4 Prong FireAvert	85	$79.99	$6,799.15
Paid Installation Travel and install expenses.	85	$35.00	$2,975.00
Shipping & Handling Shipping and handling.	835	$2.50	$2,087.50

Subtotals

One-time subtotal	$124,354.15

Total $124,354.15

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS VOTE TO APPROVE INTENT TO VOTE CUMULATIVELY (NEW BUSINESS, ITEM F)
DATE: APRIL 23, 2020
CC: MUTUAL FILE

Per the Mutual's Bylaws, Article IV, Section 7, _____(Shareholder Name)_____, Unit _____, shareholder of Mutual one intends to vote cumulatively for the elections of Directors for the 2020-2021 term of office.

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS VOTE TO APPOINT AN INSPECTORS OF ELECTION (NEW BUSINESS, ITEM G)
DATE: APRIL 23, 2020
CC: MUTUAL FILE

Policy 7210.01 – Elections, Section 4 – Inspectors of Elections, states that the, " Mutual One Board of Directors must appoint an Inspector or Inspector(s) of the Election no later than ninety days. Inspector(s) may be a contractor hired to conduct the elections."

On February 14, 2019, the Executive Committee and on February 25, 2020, the Golden Rain Foundation Board voted to appoint Accurate Voting Services as the Inspector of Elections.

I move to appoint Accurate Voting Services as Mutual One's Inspectors of Election.

Accurate Voting Services, Inc.

Inspector of Election Services Contract—2020 Elections

This Agreement is entered into on February 25, 2020, by and between GOLDEN RAIN FOUNDATION a California nonprofit mutual benefit corporation ("Association") and ACCURATE VOTING SERVICES, INC., A California Corporation ("AVS").

1. Association consisting of 9,740 units for Mutual and GRF elections, operates as a homeowners association in Orange County, California, and is required to hold annual and special membership meetings, as necessary, so as to obtain the Association's membership votes.

2. AVS shall act as Association's agent, hereunder, and provide independent Inspector of Election services as mandated under California Civil Code section 1363.03 and Association's duly adopted Election procedures, a copy of which will be attached to this Contract after execution, as Exhibit "B".

3. AVS shall, in consideration of the fees payable as set forth herein, provide Inspector of Election services at Association's Annual Election on a date and time to be determined by the parties herein.

4. AVS's Inspectors shall be licensed, bonded and insured Notary Publics.

5. As consideration for the herein referenced Inspector of Election services to be provided by AVS, Association shall pay to AVS an initial setup fee of $1,800.00 election material and processing fee, the sum of $2.95 per unit per mailing, plus hourly Inspector fees, and all other costs and expenses related to such services, which are set forth on Exhibit "A" hereto, in accord with the following payment schedule:

   a. A non-refundable deposit of $16,166.50 *(which will be applied to the total costs)* shall be paid upon the execution of this Contract. This amount represents 50% of materials and the set up fee. Check to be made payable to Accurate Voting Services, Inc. (EIN 20-4223214);

   b. The balance of all setup and per unit charges shall be billed upon the mailing of balloting materials to the membership;

   c. All Inspectors of Election charges and other costs shall be billed subsequent to the completion of the election or vote. All invoices are due and payable upon receipt. Outstanding balances shall, thirty (30) days from the date of invoice, accrue interest at the rate of 1.5% monthly (18% per annum).

6. AVS shall provide services as Inspector of Elections in accord with the rules and regulations adopted by Association. AVS shall not provide legal services to Association, and shall not be responsible for determining compliance with the Association's rules and regulations, with California law, or any other regulations. In the event Association fails to adopt, or does not possess Election procedures, AVS will provide services to the Association as shall be agreed upon.

7. Association shall indemnify and hold harmless AVS, its directors, officers, employees, and agents from and against any and all claims, liabilities, costs, suits, losses, damages and attorneys fees, which result from AVS's performance of this Contract, except those caused by the gross negligence and/or willful misconduct of AVS.

8. Any controversy or claim arising out of, or related to, this Contract shall be settled by binding arbitration, which will take place in Orange County, California. The arbitration proceedings shall be conducted by JAMS, and the arbitrator shall be chosen by mutual agreement of the parties. The arbitrator's award will be final, and judgment thereon may be entered in any court of competent jurisdiction. Parties shall each bear their costs of any such arbitration proceedings.

9. This Contract is the entire agreement between the parties, and it may not be modified except by writing signed by both parties.

10. Failure of Association to pay invoices promptly shall result in AVS being released from its obligation to complete the Election process and any further obligations to Association.

11. The President or Secretary or other executing officer of the Association warrants that it/they is/are executing this Contract under full authority of the Board of Directors of the Association, and any person executing this Agreement for AVS so warrants his or her authority to do so. The Contract will endure the benefit of, and constitute a binding obligation on, the contracting parties and their respective successors and assigns.

12. This Contract will be construed under the laws of the State of California, and no party may delegate or assign its rights or duties under this Contract without the prior written consent of the other.

GOLDEN RAIN FOUNDATION

Date: 2/25/2020

By: Susan D. Hopewell

Its: Vice President, GRF

By: Susan D. Hopewell

Its: Sec

ACCURATE VOTING SERVICES, INC.

Date: 3/10/20

By:

Its: CEO

ACCURATE VOTING SERVICES, INC.—2020 Elections
STANDARD ELECTION SERVICES—MULTIPLE BALLOTS:

ACCOUNT SET UP:

Open client files, calendar and confirm election dates Design and generate custom election ballots and envelopes for 16 Mutual Elections and 8 Golden Rain Elections totaling customization of 24 Individual Ballots and Envelopes			
Custom Ballots shall include election of officers as well as any special election measures required for each mutual			
Outgoing Envelopes to indicate "Official Mutual Election Ballot Enclosed" or "Official GRF Election Ballot Enclosed" as specified for each election	24 Mutuals	75.00	$ 1,800.00

PROCESSING OF ELECTION MATERIALS:

Print, stuff and mail custom ballots and envelopes (3) Address all questions and election challenges from membership, Address all questions from Administrative staff, Receive and securely store all returned ballots, Prepare ballots for tabulation at election meeting	9,740 Units	2.95	28,733.00
(Additional ballots and envelopes as needed on election day will be provided at no charge.)			
			$ 30,533.00

ATTENDANCE AT MEETING:

Open polls and register voters; Address membership re: election procedures at meeting; Determine when polls close; Open returned envelopes; Count and tabulate all votes; Provide immediate election results at 15 Mutual Elections and 1 GRF Election	16 Mutuals 1 GRF		
One Inspector of Election @ $150.00 per hour and	150.00	16 meetings	5,100.00
One Assistant Inspector of Election @ $60.00 per hour Minimum Staff of one Inspector of Election and One Assistant Inspector of Election required for 2 hours per election	60.00	16 meetings	2,040.00
Staffing to be determined based on the size and complexity of each election. Additional staff as required will be billed @ $60.00 per hour per staff member.			
TOTAL MINIMUM HOURLY ATTENDANCE AT ALL ELECTIONS			$ 7,140.00
TOTAL FOR PROCESSING STANDARD ELECTION MATERIALS AND MINIMUM HOURLY ATTENDANCE AT ALL ELECTIONS			$ 37,673.00

OPTIONAL ENCLOSURES WITH BALLOT:

Print, stuff and mail election-related materials (candidate statement(s), meeting notice(s), etc.) as requested for each election @.20 per page

THE FOLLOWING GOODS AND SERVICES ARE INCLUDED IN THIS BID AT NO ADDITIONAL COST:

- **Travel time, mileage and attendance at all pre-planning election meetings**
- **Travel time and mileage to and from all elections**
- **Color coordination of ballots and envelopes**
- **Multiple measures printed on ballots**
- **Custom-designing of "branded" Mutual and GRF envelopes**
- **Additional election packages (ballot and envelopes) brought to each election**
- **Storage of completed election materials for the twelve (12) month challenge period**
- **Packaging and shipping fee to return the completed election materials to GRF**