

**A G E N D A**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL ONE**  
**July 28, 2022**  
**Meeting begins at 9:00 a.m.**  
**Zoom/Video Conference Call and Conference Rm A**

**TO ATTEND:** 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.

**TO PROVIDE COMMENTS DURING MEETING:** In order to make a comment during the open Shareholder forum, the Shareholder must submit their information, including their name, Unit number, and telephone number, via e-mail at [mutualsecretaries@lwsb.com](mailto:mutualsecretaries@lwsb.com), by no later than 3:00 p.m., the business day before the date of the meeting.

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE
2. SHAREHOLDER COMMENTS (2-3 minutes per shareholder – Agenda Items only)
3. ROLL CALL (Introduction of Board Directors)
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUESTS:

Ms. Perrotti, GRF Representative  
Ms. Gambol, GRF Representative  
Mr. Stolarz, Building Inspector  
Ms. Barua, Portfolio Specialist  
Ms. Vasquez, Recording Secretary

5. **APPROVAL OF MINUTES:**
  - a. Regular Meeting Minutes of June 23, 2022.
6. **ACCEPTING RESIGNATIONS AND APPOINTING DIRECTOR**
  - a. Discuss and vote to accept resignation of a Mutual One Director (p.3)
  - b. Discuss and vote to accept resignation of a Mutual One Director (p.4)
  - c. Discuss and vote to approve a new Director (p.5)
7. **BUILDING INSPECTOR'S REPORT** Mr. Stolarz  
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p.6)
  - a. Discuss and vote to approve the patio proposal for Unit 61-F (pp.7-9)
  - b. Discuss and vote to approve the patio proposal for Unit 68-A (pp.10-14)
  - c. Discuss and vote to approve the patio proposal for Unit 65-G (pp.15-18)
  - d. Discuss and vote to authorize Building Inspector to go out for bids - carport 16 & 17 trash locations (p.19)

8. **GRF REPRESENTATIVES**

Ms. Perrotti/Ms. Gambo

9. **UNFINISHED BUSINESS**

- a. Assign buildings, carports, and laundry rooms to Mutual One Directors (p.20)
- b. Discuss and vote to approve pest control proposal – Gophers (pp.21-22)
- c. Discuss and vote to replace bulletin boards in Mutual One Laundry Rooms (p.23)

10. **NEW BUSINESS**

- a. Approval of Mutual Monthly Finances (p.24)
- b. Discuss and vote to assign Directors to committees (p.25)
- c. Discuss and vote to approve the towing agreement with Mr.C's towing (pp.26-28)
- d. Discuss a date for Budget Committee Meeting
- e. Discuss eliminating Cumulative Voting
- f. Discuss the possibility of putting Electric Charging Stations in Mutual One Carports

**STAFF BREAK BY 11:00 a.m.**

11. SECRETARY / CORRESPONDENCE

Ms. St. Aubin

- a. Discuss shareholders correspondences.

12. CHIEF FINANCIAL OFFICERS REPORT

Mr. Frank

13. PORTFOLIO SPECIALIST

Ms. Barua

14. ANNOUNCEMENTS

- a. **NEXT BOARD MEETING:** Thursday August 25, 2022, at 9:00 a.m., via Zoom/Video Conference Call and Conference Rm A.

15. COMMITTEE REPORTS

- a. Landscape Committee
- b. Physical Property Report
- c. New Buyer Orientation Report
- d. Paint Committee
- e. Emergency Preparedness

16. DIRECTORS' COMMENTS

17. SHAREHOLDER COMMENTS

18. ADJOURNMENT

19. EXECUTIVE SESSION

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

# *Mutual Corporation No. One*

---

## **MEMO**

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO ACCEPT MUTUAL ONE DIRECTOR RESIGNATION  
(ACCEPTING RESIGNATIONS AND APPOINTING DIRECTOR, ITEM A)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

---

I move to respectfully accept Denise Potterton resignation as Director from the Mutual One Board of Directors.

# *Mutual Corporation No. One*

---

## **MEMO**

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO ACCEPT MUTUAL ONE DIRECTOR RESIGNATION  
(ACCEPTING RESIGNATIONS AND APPOINTING DIRECTOR, ITEM B)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

---

I move to respectfully accept Kathy Almeida resignation as a Director from the Mutual One Board of Directors.

# *Mutual Corporation No. One*

---

## **MEMO**

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPOINT A NEW DIRECTOR (ACCEPTING RESIGNATIONS AND APPOINTING DIRECTOR, ITEM C)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

---

I move to appoint Dan Webber as a Director to the Mutual One Board of Directors, effective immediately for the remaining 2022-2024 term year.

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR: RICH STOLARZ

MUTUAL BOARD MEETING DATE: July 28, 2022

PERMIT ACTIVITY	
57	Permits
23	Signed Off
ESCROW ACTIVITY	
0 New Member Inspection	18 Escrow
26 Pre Listings	10 Release of Funds
CONTRACTS AND PROJECTS	
Contractors	Projects
Fenn Good Through 4/30/2023	Termites, Pest and Gofers
Fenn Good Through 6/30/2023	Bait Stations
Wash Good Through 11/21/2022	Washer and Dryer Service
J&J Landscape Good Through 12/01/2024	Landscaping
Empire Pipe Cleaning 11/30/2022	Sewer Cleaning
A-1 Total Service Plumbing	Sewer Pipe Relining
Hutton Painting 05/2023	Painting
BA Construction	Building Wood Repairs
Hutton Painting - Completed Building 38-43, Working on Building 44-45, Laundry 12	
A1 Total Plumbing - Completed Building 47, Working on 48-49	
Discuss, Approve / Deny - Request for Patio Extension and Block Wall at 61-F	
Discuss, Approve / Deny - Request for Patio Extension and Block Wall at 65-G	
Discuss, Approve / Deny - Request for Patio Extension and Block Wall at 68-A	
MUTUAL & SHAREHOLDERS REQUEST	
Site Visits	
86	

# *Mutual Corporation No. One*

---

## MEMO

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE THE PATIO PROPOSAL FOR UNIT 61-F  
(BUILDING INSPECTOR REPORT, ITEM A)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

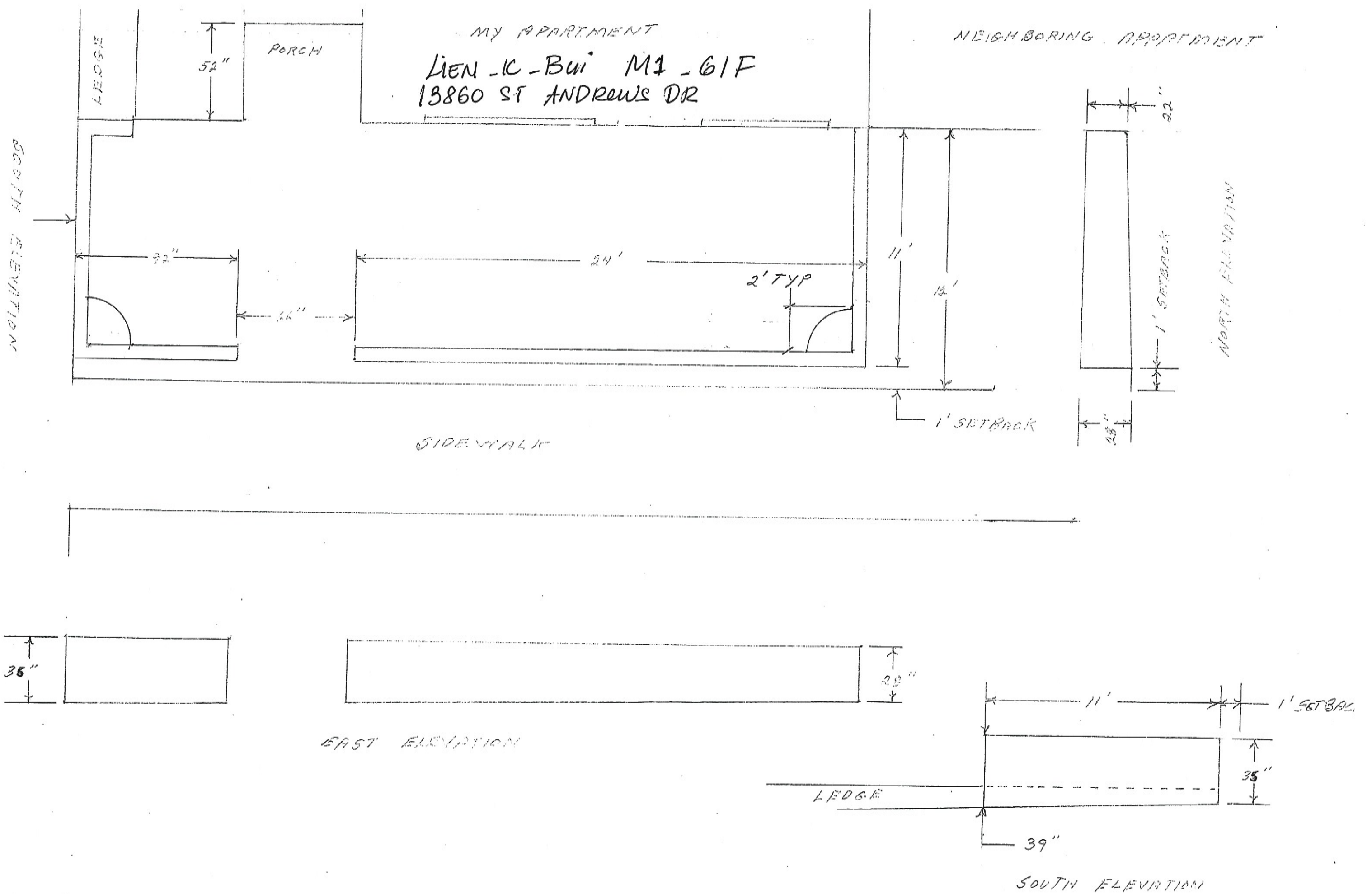
---

I move to approve the patio proposal for Unit 61-F. Work to be done at the shareholder's expense.

#### Residents Patio Notes

- 1) Dotted line indicates existing wall.
- 2) Move light post from corner of lawn across the sidewalk to corner of lawn.
- 3) Patio to be stamped concrete, pavers or flagstone in matching building color tone.
- 4) Wall to be 6x8x16 concrete block.
- 5) Outside and inside of wall to be faced with matching building color tone.
- 6) Top of wall to have 9-12 inch cap.
- 7) 2ft.X2ft. opening in corners to be left open for planters.





# *Mutual Corporation No. One*

---

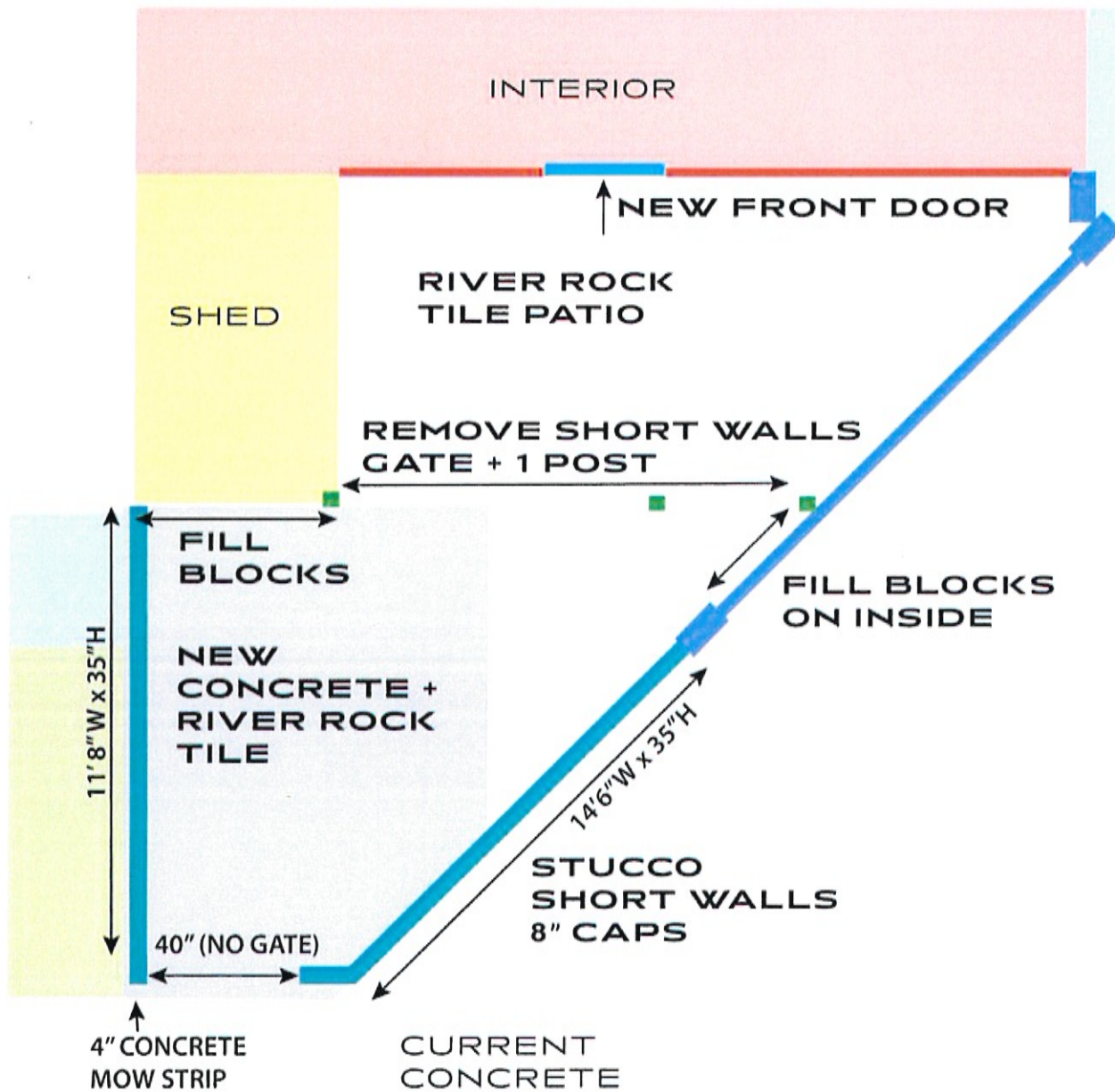
## MEMO

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE THE PATIO PROPOSAL FOR UNIT 68-A  
(BUILDING INSPECTOR REPORT, ITEM B)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

---

I move to approve the patio proposal for Unit 68-A. Work to be done at the shareholder's expense.



**PROPOSED**

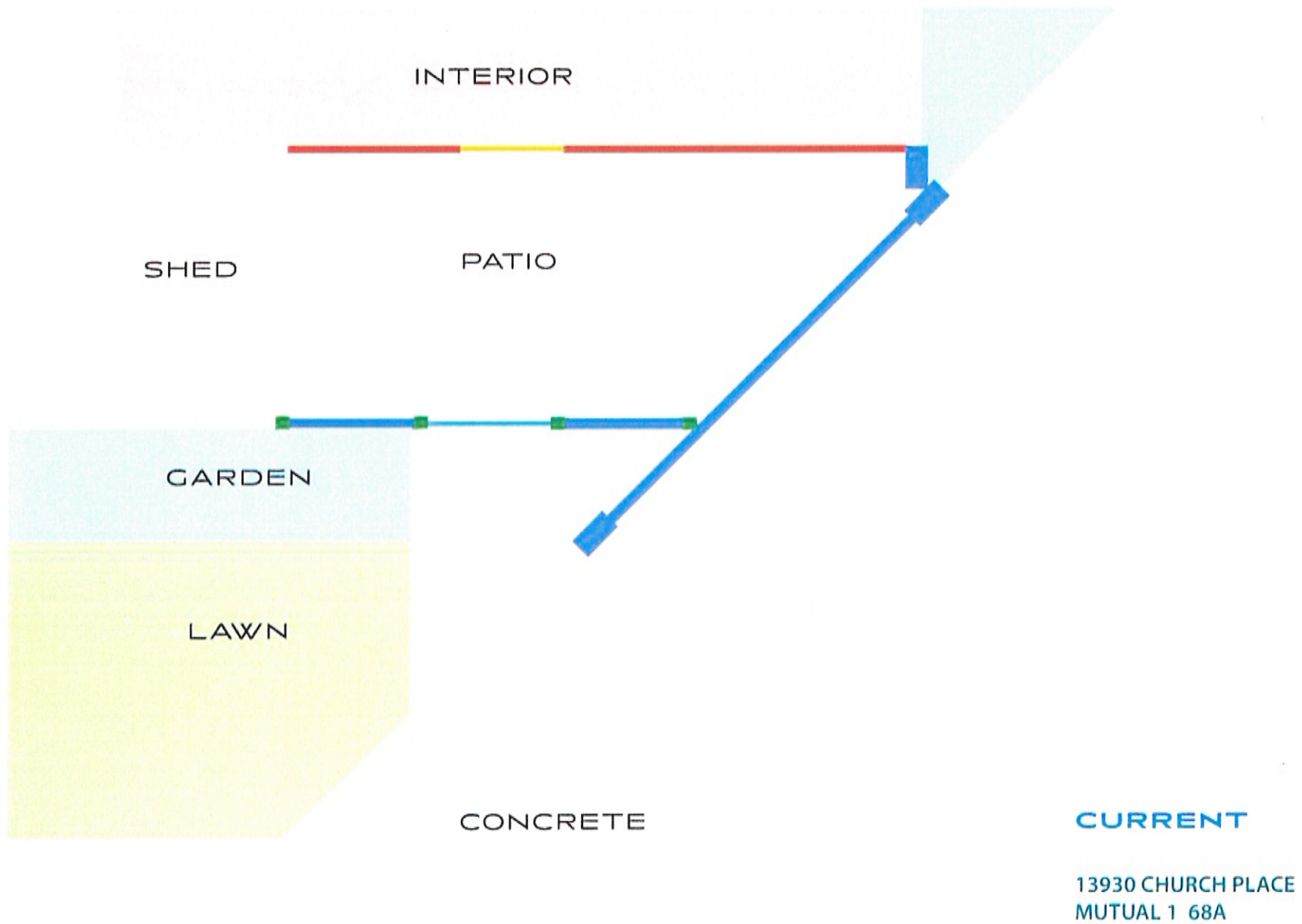
13930 CHURCH PLACE  
MUTUAL 1 68A











# *Mutual Corporation No. One*

---

## MEMO

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE THE PATIO PROPOSAL FOR UNIT 65-G  
(BUILDING INSPECTOR REPORT, ITEM C)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

---

I move to approve the patio proposal for Unit 65-G plan # \_\_\_\_\_. Work to be done at the shareholder's expense.



# PLAN # 1

13881 THUNDERBIRD DR. #65-G  
MUTUAL 1

Storage  
Closet

COLORED  
NEW CONCRETE

EXISTING PATIO

ENTRY

5' X 32"  
WALL

← NEW PATIO →  
COLORED STAMPED CONCRETE

32" BLOCK WALL

48"  
VINYL  
GATE

INSTALL GREEN RAILING AND CAP

22'

11'

48"  
VINYL  
32" BLOCK WALL

44'

11'

← NEW PATIO →

STUCCO BOTH SIDES OF BLOCK WALL

32" BLOCK WALL

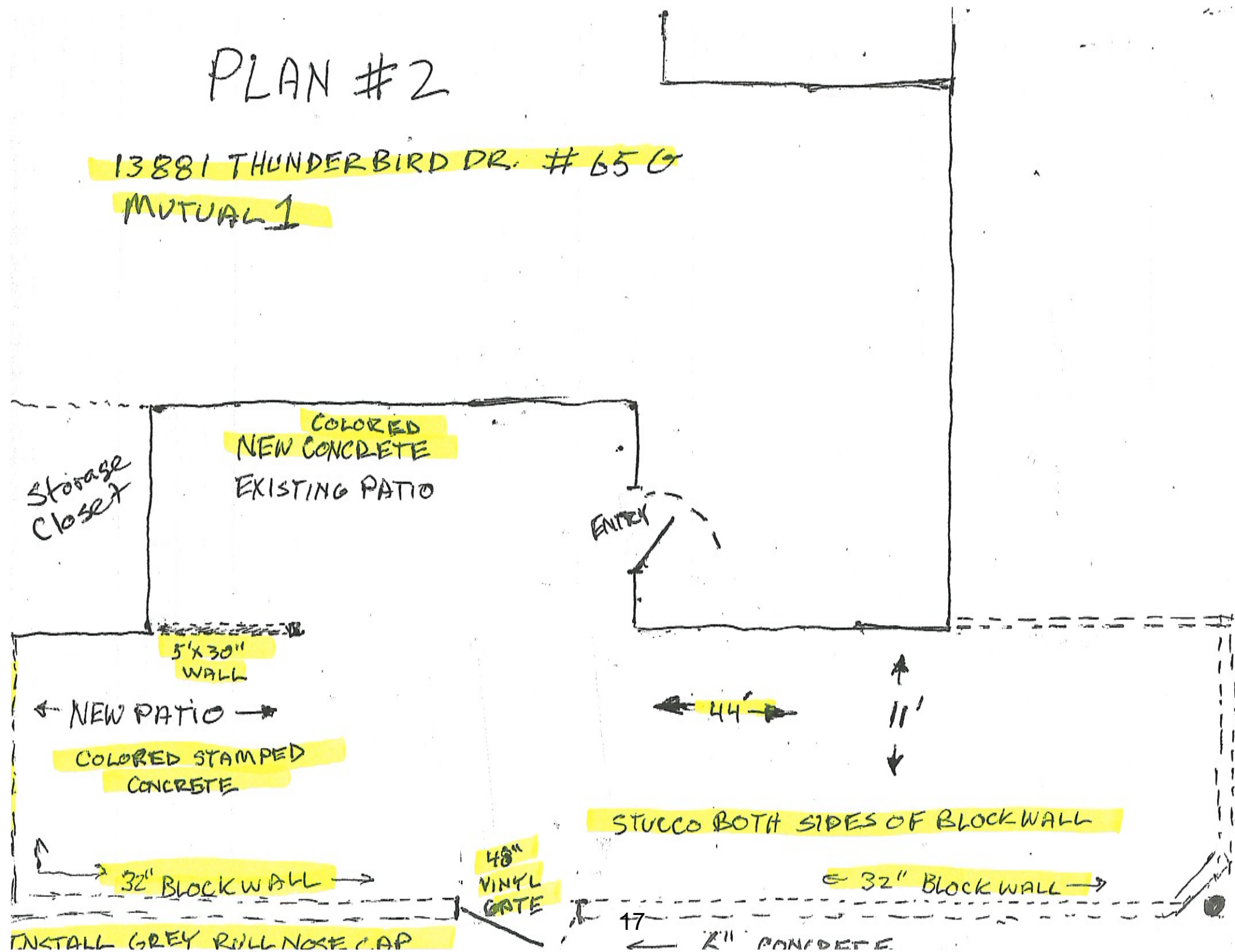
16

6" CONCRETE



# PLAN #2

13881 THUNDERBIRD DR. # 65 G  
MUTUAL 1



# PLAN #3

13881 THUNDERBIRD DR. #65-G

MUTUAL 1

(EX)  
STORAGE  
CLOSET

COLOR  
NEW CONCRETE  
EXISTING PATIO

ENTRY

5' x 32"  
WALL

MOW STRIP

← NEW PATIO →

COLOR STAMPED CONCRETE

← 32" BLOCK WALL →

INSTALL GREY BULL NOSE CAP

48"  
VINYL  
GATE

18"

← NEW PATIO →

STUCCO BOTH SIDES  
OF BLOCK WALL

← 32" BLOCK WALL →

6" CONCRETE

34'

11'

# *Mutual Corporation No. One*

---

## MEMO

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO AUTHORIZE BUILDING INSPECTOR TO GO OUT FOR BIDS - CARPORT 16 & 17 TRASH LOCATIONS (BUILDING INSPECTOR REPORT, ITEM D)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

---

I move to authorize Building Inspector to go out for bids - carport 16 & 17 trash locations

# *Mutual Corporation No. One*

---

## MEMO

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** ASSIGNMENT OF BUILDINGS, CARPORTS, AND LAUNDRY ROOMS FOR  
MUTUAL ONE DIRECTORS (UNFINISHED BUSINESS, ITEM A)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

---

I move to assign buildings, carports, and laundry rooms to Mutual One Directors.

President Collazo – \_\_\_\_\_

Vice President Luther-Stark - \_\_\_\_\_

Secretary St.Aubin – \_\_\_\_\_

Chief Financial Officer Frank – \_\_\_\_\_

Director Rockwood – \_\_\_\_\_

Director Markovich – \_\_\_\_\_

Director Webber - \_\_\_\_\_

Director Perrotti - \_\_\_\_\_

# *Mutual Corporation No. One*

---

## MEMO

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE THE GOPHER PROPOSAL (UNFINISHED BUSINESS, ITEM B)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

---

I move to approve the gopher proposal from J&J Landscaping for the gopher pest control, at a cost not to exceed \$500. Funds to come from Infrastructure Reserves and authorize the President to sign any necessary documentation.



**J & J**  
**Landscaping**  
Lic# 790032

## PROPOSAL

(562) 650-1511  
[CD\\_Juventud@yahoo.com](mailto:CD_Juventud@yahoo.com)

11535 Belcher St.,  
Norwalk, CA 90650

Attention:  
Mutual No. 1  
Golden Rain Foundation  
P.O. Box 2069  
Seal Beach, CA 90740  
Date: 6-16-22  
Project Title: Mutual No. 1

Description	Quantity	Unit Price	Cost
Gopher maintenance. No matter how many holes we take care of the price will be the same every month.			\$ 500
<b>Labor and materials</b>		Total	\$ 500

Thank you for choosing J & J Landscaping!

# *Mutual Corporation No. One*

---

## MEMO

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO REPLACE THE BULLETINS BOARDS IN MUTUAL ONE LAUNDRY ROOMS (UNFINISHED BUSINESS, ITEM C)  
**DATE:** JULY 28, 2022  
**CC:** FILE

---

I move to replace the bulletins board in all of the Mutual One Laundry Rooms.

# *Mutual Corporation No. One*

---

## **MEMO**

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)  
**DATE:** JULY 28, 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 June 2022.



# *Mutual Corporation No. One*

---

## **MEMO**

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO ASSIGN DIRECTORS TO A COMMITTEES (NEW BUSINESS, ITEM B)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

---

I move to assign Vice President Luther-Stark, Director Perrotti, Secretary St. Aubin, and Director Markovich to Architectural Committee and assign all Directors to Internal Dispute Resolution Committee with a rotating group schedule for all Directors. Group # 1 – President Collazo, Director Rockwood and Director Markovic, January, April, July and October, Group # 2 – Vice President Luther-Stark, Chief Financial Officer Frank and Secretary St. Aubin, February, May, August and November and Group # 3 – Director Webber and Director Perrotti, March, June, September, December.

# *Mutual Corporation No. One*

---

## **MEMO**

---

**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** DISCUSS AND VOTE TO APPROVE TOWING AGREEMENT WITH MR. C'S  
TOWING (NEW BUSINESS, ITEM C)  
**DATE:** JULY 28, 2022  
**CC:** MUTUAL FILE

---

I move approve Mr. C's Towing Agreement for the towing of vehicles when there is a violation of Mutual Policies and/or Rules & Regulations, effective for the 2022-2023 term and authorize the President to sign the agreement.



## PRIVATE PROPERTY TOW SERVICES AGREEMENT

AGREEMENT DATE:		EFFECTIVE DATE:	TBD, 2022	
CUSTOMER:	Mutual One Corporation			
PROPERTY:	Mutual One			
TYPE OF PROPERTY:	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Retail	<input type="checkbox"/> HOA

This agreement by and between the Towing Company (named below) and Customer (named above) shall serve as authorization to serve the Property named above in accordance with the requirements of California Vehicle Code Section 22658 (CVC 22658) "Removal From Private Property" upon the specific written authorization of Customer, except for Section 22658(1)(1)(E), for which this agreement may serve as the general authorization.

The Towing Company agrees to respond to the Property within a reasonable period of time when requested by Customer for the purposes of removing any vehicle(s) that are not in compliance with the property or business regulations as determined by Customer and communicated to the Towing Company in the written authorization provided by Customer under CVC 22658(1).

The Towing Company will, as prescribed by law, promptly report all impounded vehicles to the appropriate law enforcement agency and will perform all operations within the guidelines set forth in CVC 22658.

The Towing Company agrees that their employees will act and conduct themselves in a professional, workman-like manner on and off the above Property. This agreement is for a period of one (1) year commencing on the Effective Date noted above and shall automatically renew annually, unless terminated in writing upon 30-days written notice by either party.

### ACCEPTED

Customer:	Mutual One Corporation	Tow Company:	Mr. C's Towing
Signed:		Signed:	
Print Name:	TBD	Print Name:	
Title:	Mutual One Board President	Title:	
Date:		Date:	

## ACCOUNT INFORMATION

☐ Original ☐ Updated \_\_\_\_\_

<b>Property/Complex Name:</b>		
<b>Property Address:</b>		
<b>City/Zip:</b>		
<b>Cross Streets:</b>		
<b>Mailing Address:</b>	PO Box 2069, Seal Beach, CA 90740	
<b>Property Management Co.</b>	X Yes <input type="checkbox"/> No	
<b>If Yes, Name, Address &amp; Phone:</b>	Golden Rain Foundation, PO Box 2069, Seal Beach, CA 90740 (562) 431-6586, Ext. 377	
<b>MANAGER</b>	<b>ASSISTANT MANAGER</b>	<b>ON-SITE CONTACT</b>
Executive Director	Mutual Administration Manager	Security Services Director
Phone: 562-431-6586	Phone: 562-431-6586	Phone: 562-594-4754
Fax: 714-851-1251	Fax: 714-851-1253	Fax: 562-431-8206
<b>Security Company:</b>	X Yes <input type="checkbox"/> No	
<b>If Yes, Name, Address &amp; Phone:</b>	Internal Department of Property Management Company (562) 431-6586, Ext. 377	
<b>Persons Authorized to Sign for Vehicle Removals</b>  <b>(Two Board Members Must be Present)</b>	1.	Title: President
	2.	Title: Vice President
	3.	Title: CFO
	4.	Title: Secretary
	5.	Title: Director at Large
<b>PLEASE CHECK APPROPRIATE BOXES</b>		
<input type="checkbox"/> Fire Lane Removals	<input type="checkbox"/> Visitor Only Parking	<input type="checkbox"/> Posted "Tow-Away Zone"
<input type="checkbox"/> Ingress/Egress Interference	<input type="checkbox"/> Manager Parking Only	<input type="checkbox"/> Parking Permits
<input type="checkbox"/> Within 15' of Fire Hydrant	<input type="checkbox"/> Expired Tags	<input type="checkbox"/> Handicap Parking
<input type="checkbox"/> No Street Parking	<input type="checkbox"/> Tenants authorized to tow	<input type="checkbox"/> Blocking Carports
<input type="checkbox"/> Time Limit Parking	<input type="checkbox"/> Blocking Dumpster	<input type="checkbox"/> Double Parked
<input type="checkbox"/> Violation of Mutual One Policies on Mutual One Property, when directed by authorized Board Member		
<input type="checkbox"/> Proof of residence required. Describe: Carport spaces assigned and vehicle is to display decal of registration with Security. Non-resident parking by permission of Mutual One on a case-by-case basis.		
<b>Local Rate Jurisdiction:</b>		
<b>Tow Rate:</b>	<b>\$220.00</b>	
<b>Storage Rate/Day:</b>	<b>\$85.00</b>	
<b>Other / Weekend Drop Fee:</b>	<b>Gate Fee: \$110.00      Drop Fee: \$108.00</b>	