

**MINUTES OF THE REGULAR MONTHLY MEETING VIA ZOOM
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
August 24, 2023**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual One was called to order by President Weber at 9:01 a.m. on Thursday, August 24, 2023, via Zoom Video and Conference Call and Conference Rm B.

ROLL CALL

Present: President Weber, Vice President Luther-Stark, Chief Financial Officer Markovich, Secretary St. Aubin, Directors Rockwood, Collazo, and Barreras.

Absent: Director Perrotti

Advisory Director: Ms. Almeida

GRF Representative: Ms. Gambol and Mr. Weber

Guests: Three Mutual One Shareholders (via zoom)
Five Mutual One Shareholders (in-person)

Staff: Ms. Young, Sr. Director Internal Operations (via zoom)
Ms. Hopkins, Mutual Administration Director (via zoom)
Mr. Stolarz, Building Inspector
Ms. Equite, Portfolio Specialist

SHAREHOLDER COMMENTS

Several shareholders made comments.

MINUTES

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

RESOLVED to approve the Regular Meeting Minutes of July 27, 2023, as printed.

The MOTION passed unanimously.

BUILDING INSPECTOR'S REPORT

Building Inspector Stolarz presented his report (attached).

**BOARD OF DIRECTORS
MUTUAL ONE**

August 24, 2023

Following a discussion and upon a MOTION duly made by Vice President Luther-Stark and seconded by Secretary St. Aubin it was

RESOLVED to approve patio proposal for Unit 25-G, work to be done at the shareholder's expense

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Director Rockwood seconded by Secretary St. Aubin, it was

RESOLVED to approve a contingency factor of 10% for concrete work, funds to come from Infrastructure and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

Ms. Young entered the meeting at 9:29 a.m. (via zoom)

Following questions, Mr. Stolarz left the meeting at 9:44 a.m.

UNFINISHED BUSINESS

Following a discussion and upon a MOTION duly made by Vice President Luther-Stark and seconded by Secretary St. Aubin, it was

RESOLVED to ratify proposed rule change by amending Section 5.3 – GRF Permit for Building Alterations/Additions of the Rules and Regulations; the 28-day posting requirement has been met.

The MOTION passed unanimously.

Unfinished Business – item b was tabled until next month.

GUEST SPEAKER

Ms. Young gave the board a presentation on CINC.

Following questions, Ms. Young left the meeting at 10:00 a.m.

President Weber called for a brief recess at 10:00 a.m. and called the meeting back to order at 10:07 a.m.

NEW BUSINESS

Following a discussion and upon a MOTION duly made by Chief Financial Officer Markovich and seconded by Secretary St. Aubin, 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 months of June and July 2023.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Weber and seconded by Secretary St. Aubin, it was

RESOLVED to authorize J&J Landscape to remove trees by carport 15, at a cost not to exceed \$1,800. Funds to come from Reserves and authorize the President to sign any necessary documentation.

The MOTION passed.

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

RESOLVED to approve the proposed contract with Association Reserves for 2024, at a cost not to exceed \$1,620.00. Funds to come from Operating and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Vice President Luther-Stark seconded by Secretary St. Aubin, it was

RESOLVED to reschedule the regular November monthly meeting date to November 30, 2023.

The MOTION passed unanimously.

SECRETARY / CORRESPONDENCE

No correspondence received.

CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Markovich provided an update.

Ms. Gambol left the meeting at 11:09 a.m.

President Weber called for a break at 11:10 a.m. and called the meeting back to order at 11:26 a.m.

PORTFOLIO SPECIALIST'S REPORT

Portfolio Specialist Equite submitted her report (attached).

ANNOUNCEMENTS

NEXT BOARD MEETING: Thursday, September 28, 2023, at 9:00 a.m. via Zoom Video/Conference Call and Conference Room B.

COMMITTEE REPORTS

Landscape Committee

No report.

Physical Properties

No report.

Carport Committee

No report.

New Buyer Orientation

No report.

Painting Committee

No report.

Emergency Preparedness

No report.

DIRECTORS' COMMENTS

Several Directors made a comment.

SHAREHOLDERS' COMMENTS

One shareholder made a comment.

ADJOURNMENT

President Weber adjourned the meeting at 11:28 a.m. and announced there will be an Executive Session following the meeting to discuss member issues.

EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on Thursday, August 24, 2023, at 11:30 a.m., and took the following actions:

1. Legal Matters
 - a. Several legal matters were discussed.

**BOARD OF DIRECTORS
MUTUAL ONE**

August 24, 2023

2. Contracts
 - a. No contracts were discussed.
3. Assessments / Delinquencies
 - a. No files were closed.
 - b. Several letters were drafted.
 - c. Several files to monitor.
4. Disciplinary Hearings
 - a. No Disciplinary hearings occurred.

President Weber adjourned the meeting at 12:05 p.m.



Attest, JoAnn St. Aubin, Secretary
SEAL BEACH MUTUAL ONE
DE 08/24/23

Mutual Corporation No. One

SIGN IN SHEET 8/24/2023

	GUEST NAME & UNIT NUMBER
1.	Mike Stabile – 030D (zoom)
2.	Mark Scott – 013K (zoom)
3.	Jill Brennan – 024E (zoom)
4.	Henry Uranga – 016E (In-person)
5.	Robert Dufney – 070E (In-person)
6.	Nabil Gerges – 023G (In-person)
7.	John Gaskins – 027D (In-person)
8.	Mary Gaskins – 027D (In-person)

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **RICH STOLARZ**

MUTUAL BOARD MEETING DATE: **August 24, 2023**

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
1-I	FLOORING	GRF	08/15/23	09/30/23	NO	NONE	KARY'S CARPETS
2-D	ELECTRICAL	BOTH	08/07/23	09/07/23	NO	NONE	OGAN CONSTRUCTION
3-B	CARPORT CABINET	GRF	07/25/23	09/07/23	NO	NONE	VICKER'S CONSTRUCTION
4-A	SKYLIGHT REPLACEMENT	BOTH	08/01/23	09/30/23	NO	NONE	M&M CONSTRUCTION & SKYLIGHTS
4-C	SHOWER CUT DOWN	BOTH	07/19/23	08/19/23	NO	08/04/23 FINAL	NUKOTE
5-B	CARPORT CABINET	GRF	07/01/23	07/20/23	NO	PENDING	VICKER'S CONSTRUCTION
5-F	PATIO & PERGOLA	GRF	06/08/23	08/18/23	NO	07/25/23 FINAL	LOS AL BUILDERS
12-L	F.A.U.	BOTH	08/21/23	10/21/23	NO	NONE	ALPINE HEATING & AIR
14-E	ABATEMENT	GRF	07/17/23	07/18/23	NO	PENDING	UNIVERSAL ABATEMENT
14-E	HEAT PUMP	BOTH	07/06/23	09/26/23	NO	NONE	SWIFT HVAC
14-E	FLOORING	GRF	07/10/23	08/31/23	NO	NONE	MICHAEL'S CARPET
16-W	WINDOW / DOOR	BOTH	07/26/23	09/30/23	NO	NONE	LOS AL BUILDERS
17-C	SHOWER	BOTH	07/14/23	08/14/23	NO	08/04/23 FINAL	NUKOTE
28-I	WINDOWS / DOOR	BOTH	06/10/23	09/30/23	NO	08/16/23 FINAL	MP CONSTRUCTION
32-E	FLOORING	GRF	08/10/23	09/30/23	NO	08/15/23 FINAL	KARY'S CARPETS
32-E	HEAT PUMP	BOTH	07/28/23	10/28/23	NO	NONE	GREENWOOD
34-E	CARPORT CABINET	GRF	07/10/23	08/01/23	NO	07/26/23 FINAL	VICKER'S CONSTRUCTION
40-D	HEAT PUMP	BOTH	08/02/23	10/02/23	NO	08/09/23 FINAL	ALPINE HEATING & AIR
42-J	SHOWER CUT DOWN	BOTH	07/26/23	08/26/23	NO	08/04/23 FINAL	NUKOTE
43-I	CEILING FAN	GRF	08/08/23	09/20/23	NO	NONE	LOS AL BUILDERS
45-G	SHOWER	BOTH	06/28/23	07/28/23	NO	08/16/23 FINAL	NUKOTE
45-I	HEAT PUMP	BOTH	08/04/23	11/04/23	NO	NONE	GREENWOOD
50-G	GLASS AND GATE	GRF	06/01/23	09/30/23	NO	NONE	LW DÉCOR
53-I	PLANTER BOARDER	GRF	06/21/23	06/26/23	NO	07/24/23 FINAL	ANGUIANO LAWN CARE

INSPECTOR MONTHLY MUTUAL REPORT

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54-J	PORCH CARPET	GRF	07/11/23	08/15/23	NO	08/08/23 FINAL	B&B CARPETS & FLOORING
56-B	FLOORING	GRF	03/02/45	07/18/72	NO	NONE	KARY'S CARPETS
56-D	REMODEL	BOTH	08/28/23	11/15/23	NO	NONE	OGAN CONSTRUCTION
61-F	PATIO	GRF	07/24/23	09/24/23	NO	NONE	MJ JURADO INC
62-H	WINDOWS / DOOR	BOTH	05/30/23	06/30/23	YES	08/16/23 FINAL	VICKER'S CONSTRUCTION
63-B	CARPORT CABINET	GRF	07/28/23	08/28/23	NO	NONE	VICKER'S CONSTRUCTION
64-L	HEAT PUMP	BOTH	07/20/23	10/20/23	NO	NONE	GREENWOOD HEATING & AIR
70-G	HEAT PUMP	BOTH	07/13/23	09/13/23	NO	08/04/23 FINAL	ALPINE HEATING & AIR

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
1-C		07/14/23	08/16/23	08/15/23	08/29/23		
1-D		03/20/23					
2-F		07/13/23					
8-E		07/12/23					
9-L		06/16/23					
10-G		04/10/23					
10-L		06/13/23					
12-C		03/10/23	05/11/23	05/11/23	05/25/23	08/04/23	
14-L		10/10/22					
17-D		06/13/23	08/16/23				
20-A		04/10/23					
21-F		08/30/22	07/07/23	07/18/23	08/01/23		
26-B		06/27/23	08/11/23	08/11/23	08/25/23		
26-L		03/22/23	07/25/23	07/31/23	08/14/23		
28-A		04/20/23					

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INSPECTOR : RICH STOLARZ

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30-K		05/17/23					
32-E		04/10/23	05/23/23	05/24/23	06/08/23	08/15/23	
36-B		07/14/23					
39-B		05/17/23	05/22/23	05/31/23	06/12/23	07/28/23	
40-D		08/18/22	06/13/23	06/14/23	06/26/23		
43-B		07/19/23					
44-D		03/10/23	05/31/23	05/31/23	06/12/23	07/27/23	
45-B		09/14/22	06/29/23	07/07/23	07/19/23		
47-H		06/16/23	07/21/23	07/20/23	08/03/23		
49-B		02/10/23	05/22/23	05/22/23	06/06/23	08/14/23	
56-B		03/02/23	05/01/23	05/01/23	05/15/23	08/07/23	
64-H		07/19/23					
64-K		03/02/23	03/05/23	04/20/23	05/04/23		

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

CONTRACTOR	PROJECTS
FENN GOOD THROUGH 5/01/2026	TERMITES & PEST SERVICE
FENN GOOD THROUGH 6/30/2026	BAIT STATIONS
WASH GOOD THROUGH 06/30/28	WASHERS & DRYERS
J&J LANDSCAPING GOOD THROUGH 12/01/2024	LANDSCAPING
A-1 TOTAL SERVICE PLUMBING 12/31/23	SEWER PIPE RELINING
SOUTHERN PROPERTY FIRE PROTECTION - FIRE EXTINGUISHER CERTIFICATION GOOD THROUGH 12/2023	
UPDATE - A1 TOTAL PLUMBING - WORKING ON BLDG. 65, 66 - COMPLETED BLDG 64	
DISCUSS AND VOTE TO APPROVE EXTENDED PATIO PLANS FOR UNIT 25-G	

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MUTUAL & SHAREHOLDER REQUEST

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SITE VISITS

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!

SEAL BEACH MUTUAL NO. ONE**AMEND****Rules and Regulations**

- Contractors or vendors engaged by a shareholder for the purpose of performing interior or exterior remodeling, or installing or removing equipment and appliances associated with such work on the unit in this Mutual, will be permitted to do so only between the hours of 8:00 a.m. and 5:00 p.m.
- No work is permitted on Saturdays, Sundays, or holidays except as noted below. These limitations also apply to shareholders who are doing any permissible work on their own.

Shareholders or their contractors or vendors doing work in a unit may work on Saturdays if:

- Prior permission is obtained from the Mutual President or other Mutual director.
- The work is done between the hours of 8:00 a.m. and 5:00 p.m.

Contractors must follow the rules and regulations as set forth by the Golden Rain Foundation Physical Property Department.

5.3 GRF Permit for Building Alterations/Additions.

- In order to conduct any construction for the alterations and/or additions in the Shareholder's Unit within the Mutual buildings, the Shareholder or contractor shall submit an application for issuance of a building permit to the Physical Property Department and obtain a GRF Permit for the alterations and/or additions.
- The Shareholder must provide the Physical Property Department with a written, signed proposal and contract between the Shareholder and the contractor performing the work, which describes the work to be done by the contractor, the fees to be paid, and the commencement and completion dates of the work.
- Such contract must be in the form of the appropriate Standard Form Contract provided by GRF and must be properly completed and signed by the Shareholder and contractor proposing to do the work.
- The Standard Form Contract will contain a per day penalty for every calendar day that exceeds the completion date set forth in the Contract. Said penalty to be paid by the Contractor to the Shareholder. The Mutual Board, or its designee, may make an exception to the completion date and award an extension to the contractor without penalty due to unforeseen delays or problems.
- Mutual requires the signature of the Mutual **Corporation's** President or, **in the absence of the President, the Vice President, Physical Properties Director or any other Board Officer** ~~any designated Director~~ on any building permit, building plans, and or change orders issued for Unit remodeling. ~~and approved by GRF.~~
- No Shareholder shall make any structural alterations in the Unit or Mutual premises, or in the water, electrical conduits, plumbing, or other fixtures connected therewith, or remove any additions, improvements or fixtures from the Unit or Mutual premises, without the prior written consent of the Mutual and GRF.

(March 2023)