

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ELEVEN
January 20, 2022

Meeting begins at 1:30 p.m.

Building 5, Conference Room B and Zoom/Video Conference call

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 or (562) 431-6586 ext. 313 and requesting the call-in or log-in information, by no later than 3:30 p.m., the business day before the date of the meeting.

TO PROVIDE COMMENTS DURING MEETING VIA ZOOM: 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, by no later than 3:00 p.m. on 01/19/2022, 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
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Mr. Mandeville, GRF Representative
Mr. Harper, Building Inspector
Ms. Barua, Portfolio Specialist
Ms. Vasquez, Recording Secretary

5. APPROVAL OF MINUTES:
 - a. **Regular Monthly Meeting Minutes of December 16, 2021.**
6. **BUILDING INSPECTOR'S REPORT** Mr. Harper
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (pp.3-7)
7. **GRF REPRESENTATIVE** Mr. Mandeville
8. **UNFINISHED BUSINESS**
No Unfinished business.
9. **NEW BUSINESS**
 - a. Approval of Mutual Monthly Finances (p.8)
 - b. Discuss and vote to ratify resolution dated on 12/16/2021 - J & J Landscaping Contract. (p.9)
 - c. Discuss and vote to approve to authorize Mutual Administration to mail Opt-Out Notices. (pp.10-11)
 - d. Discuss and vote to approve the reseeding of Mutual 11 lawns from J & J Landscaping. (pp.12-13)
 - e. Discuss and vote to approve replacing rotor sprinklers. (pp.14-15)

(12/29/21 KV)

- f. Discuss and vote to approve fixing broken pipes. (pp.16-18)
- g. Discuss and vote to approve moving sprinklers. (p.19-20)
- h. Discuss and vote to approve sprinkler rerouting. (pp.21-22)
- i. Discuss and vote to approve Gutter Cleaning. (pp.23-24)
- j. Discuss and vote to approve replacing timers. (pp.25-26)
- k. Discuss and vote to approve tree trimming. (pp.27-28)
- l. Discuss and vote to authorize M11 Secretary to fill out and sign Transfer Resolutions. (pp.29-30)
- m. Discuss 1 year warranty for appliances.
- n. Discuss Micro-Mesh Stainless Steel Gutter Protection.
- o. Discuss stop leaks.
- p. Discuss water control.
- q. Discuss implementing a fine for trash abuse and adding a fine to the NBO Packet.
- r. Discuss trip and fall hazards in the Mutual 11 parking lots.

STAFF BREAK BY 3:00 p.m.

- | | |
|--------------------------------------|-------------|
| 10. SECRETARY / CORRESPONDENCE | Mr. Adelman |
| 11. CHIEF FINANCIAL OFFICER'S REPORT | Ms. Basner |
| 12. PRESIDENT'S REPORT | Mr. Henehan |
| 13. PORTFOLIO SPECIALIST'S REPORT | Ms. Barua |
| 14. ANNOUNCEMENTS | |

NEXT REGULAR MEETING: February 17, at 1:30p.m. Location: Zoom/Video Conference Call Meeting and Building 5 Conference Room B

- 15. COMMITTEE REPORTS
 - Physical Property
 - Landscape Committee
 - Emergency Preparedness Committee
- 16. DIRECTOR COMMENTS
- 17. SHAREHOLDERS' COMMENTS (2-3 minutes)
- 18. ADJOURNMENT
- 19. EXECUTIVE SESSION

STAFF WILL LEAVE THE MEETING BY 4:00 p.m.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **11**

INSPECTOR: **Mark Harper**

MUTUAL BOARD MEETING DATE: **January 20, 2022**

Print Date: 1/12/2022

| PERMIT ACTIVITY | | | | | | | |
|------------------------|----------------------|-----------------|------------|------------|--------------|-----------------|--------------------------------|
| UNIT # | DESCRIPTION OF WORK | GRF/CITY PERMIT | START DATE | COMP. DATE | CHANGE ORDER | INSPECTION | CONTRACTOR / COMMENTS |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | 6/11/21 UGPLUM | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | 8/13/21 FOOTING | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | 9/28/21 FRAME | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | 9/28/21 WOODT | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | 9/28/21 INSUL | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | 9/28/21 S PAN | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | 9/28/21 RELECT | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | 9/28/21 RPLUMB | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | 10/12/21 DWALL | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | NONE | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | NONE | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | NONE | ANAYA |
| 261-C | REMODEL | BOTH | 03/01/21 | 12/31/21 | YES 4 | NONE | ANAYA |
| 264-K | HEATPUMP | BOTH | 12/31/21 | 03/13/22 | NO | NONE | GREENWOOD |
| 265-J | REMODEL | BOTH | 06/23/21 | 09/23/21 | NO | NONE | L&S CORE CONSTRUCTION |
| 267-F | PATIO | GRF | 11/01/21 | 12/31/21 | NO | NONE | LOS AL BUILDERS |
| 268-K | HEATPUMP | BOTH | 12/07/21 | 03/07/22 | NO | NONE | GREENWOOD |
| 269-C | HEATPUMP | BOTH | 09/24/21 | 12/24/21 | NO | NONE | GREENWOOD |
| 269-I | SKYLIGHT AND REPAIRS | BOTH | 09/30/21 | 12/30/21 | YES | 12/1/21 FRAME | M&M CONSTRUCTION |
| 269-I | SKYLIGHT AND REPAIRS | BOTH | 09/30/21 | 12/30/21 | YES | 12/1/21 RELECT | M&M CONSTRUCTION |
| 269-I | SKYLIGHT AND REPAIRS | BOTH | 09/30/21 | 12/30/21 | YES | 12/1/21 INSUL | M&M CONSTRUCTION |
| 269-I | SKYLIGHT AND REPAIRS | BOTH | 09/30/21 | 12/30/21 | YES | 12/3/21 DWALL | M&M CONSTRUCTION |
| 269-I | SKYLIGHT AND REPAIRS | BOTH | 09/30/21 | 12/30/21 | YES | 12/29/21 FINAL | M&M CONSTRUCTION |
| 270-A | REMODEL | BOTH | 09/01/21 | 03/01/22 | NO | NONE | ASPHALT FABRIC AND ENGINEERING |
| 270-A | REMODEL | BOTH | 09/01/21 | 03/01/22 | NO | NONE | ASPHALT FABRIC AND ENGINEERING |

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: 11

INSPECTOR: Mark Harper

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| | | | | | | | |
|-------|---------------------|------|----------|----------|-----|-----------------|--------------------------------|
| 270-A | REMODEL | BOTH | 09/01/21 | 03/01/22 | NO | NONE | ASPHALT FABRIC AND ENGINEERING |
| 270-A | REMODEL | BOTH | 09/01/21 | 03/01/22 | NO | NONE | ASPHALT FABRIC AND ENGINEERING |
| 270-A | REMODEL | BOTH | 09/01/21 | 03/01/22 | NO | NONE | ASPHALT FABRIC AND ENGINEERING |
| 270-A | REMODEL | BOTH | 09/01/21 | 03/01/22 | NO | NONE | ASPHALT FABRIC AND ENGINEERING |
| 270-A | REMODEL | BOTH | 09/01/21 | 03/01/22 | NO | NONE | ASPHALT FABRIC AND ENGINEERING |
| 270-A | REMODEL | BOTH | 09/01/21 | 03/01/22 | NO | NONE | ASPHALT FABRIC AND ENGINEERING |
| 270-A | REMODEL | BOTH | 09/01/21 | 03/01/22 | NO | NONE | ASPHALT FABRIC AND ENGINEERING |
| 271-I | WASHER/DRYER | BOTH | 08/15/21 | 09/30/21 | NO | NONE | M&M CONSTRUCTION |
| 272-D | SHOWER CUT DOWN | BOTH | 01/25/22 | 02/22/22 | NO | NONE | NUKOTE |
| 273-D | CART PAD | GRF | 09/15/21 | 11/15/21 | NO | 12/13/21 FINAL | ANGUIANO LAWN AND CARE |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 9/13/21 RSHEAT | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 9/30/21 FRAMING | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 9/30/21 RWIRE | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 9/30/21 RPLUMB | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 10/12/21 LATH | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 10/12/21 SCRACH | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 10/13/21 BROWN | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 10/13/21 FPLAST | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 10/26/21 INSUL | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 11/3/21 DWALL | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | 12/13/21 UGPLUM | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | NONE | WARD TEK CONSTRUCTION |
| 273-G | REMODEL FIRE DAMAGE | BOTH | 08/16/21 | 04/29/22 | YES | NONE | WARD TEK CONSTRUCTION |
| 274-G | FLOORING | GRF | 12/10/21 | 01/10/22 | NO | NONE | KARYS CARPET |

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **11**

INSPECTOR: **Mark Harper**

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| | | | | | | | |
|-------|-------------------------|------|----------|----------|-------|-----------------|-----------------------|
| 274-J | FLOORING | GRF | 12/10/21 | 01/10/22 | NO | 12/21/21 FINAL | KARYS CARPET |
| 277-K | TILE BACKSPLASH KITCHEN | GRF | 04/15/21 | 04/16/21 | NO | 12/13/21 FINAL | KLEINS HANDYMAN |
| 277-K | FLOORING | GRF | 11/10/21 | 02/10/22 | NO | 12/13/21 FINAL | BRUNO ALVAREZ |
| 278-B | REMODEL | BOTH | 09/01/21 | 09/30/21 | NO | NONE | BERGKVIST |
| 280-A | BATH, KIT. REMODEL | BOTH | 07/12/21 | 12/30/21 | YES 2 | 10/1/21 UGPLUM | NATIONWIDE |
| 280-A | BATH, KIT. REMODEL | BOTH | 07/12/21 | 12/30/21 | YES 2 | 10/1/21 RPLUM | NATIONWIDE |
| 280-A | BATH, KIT. REMODEL | BOTH | 07/12/21 | 12/30/21 | YES 2 | 10/26/21 FRAME | NATIONWIDE |
| 280-A | BATH, KIT. REMODEL | BOTH | 07/12/21 | 12/30/21 | YES 2 | 10/26/21 INLATH | NATIONWIDE |
| 280-A | BATH, KIT. REMODEL | BOTH | 07/12/21 | 12/30/21 | YES 2 | 10/26/21 RELECT | NATIONWIDE |
| 280-A | BATH, KIT. REMODEL | BOTH | 07/12/21 | 12/30/21 | YES 2 | 11/3/21 INSUL | NATIONWIDE |
| 280-A | BATH, KIT. REMODEL | BOTH | 07/12/21 | 12/30/21 | YES 2 | 11/4/21 DWALL | NATIONWIDE |
| 280-A | BATH, KIT. REMODEL | BOTH | 07/12/21 | 12/30/21 | YES 2 | 11/4/21 LATH | NATIONWIDE |
| 280-A | BATH, KIT. REMODEL | BOTH | 07/12/21 | 12/30/21 | YES 2 | 1/7/22 FINAL | NATIONWIDE |
| 281-J | FRONT DOOR | BOTH | 03/07/22 | 03/07/22 | NO | NONE | RYDEN CONSTRUCTION |
| 282-B | SLIDER DOOR | BOTH | 11/01/21 | 02/25/22 | NO | NONE | LW DECOR |
| 282-D | HEATPUMP | BOTH | 07/06/21 | 10/06/21 | NO | NONE | GREENWOOD |
| 283-F | REMODEL | BOTH | 11/19/21 | 06/19/22 | NO | NONE | L&S CORE CONSTRUCTION |
| 284-B | LIGHTING | BOTH | 07/10/21 | 12/28/21 | YES | NONE | LW DECOR |
| 286-G | FLOORING | GRF | 01/28/22 | 02/28/22 | NO | NONE | BIXBY PLAZA CARPETS |
| 286-I | FLOORING | GRF | 12/30/21 | 03/01/22 | NO | NONE | KARYS CARPET |
| | | | | | | | |

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **11**

INSPECTOR: **Mark Harper**

MUTUAL BOARD MEETING DATE: **January 20, 2022**

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| Escrow Activity | | | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|----------|----------|----------|----------|----------|-------|
| UNIT # | NMI | PLI | NBO | FI | FCOEI | COE | ROF | NOTES |
| 261-E | | 07/19/21 | | | | | | |
| 262-B | | 08/24/21 | 10/27/21 | 10/28/21 | | | | |
| 263-A | | 10/11/21 | 12/30/21 | 12/30/21 | 01/12/22 | 01/14/22 | | |
| 264-K | | 09/07/21 | 11/10/21 | 11/19/21 | 12/04/21 | 12/06/21 | 01/10/22 | |
| 272-L | | 10/08/21 | | | | | | |
| 273-B | | 10/12/21 | | | | | | |
| 278-C | | 06/04/20 | | | | | | |
| 282-L | | 10/06/21 | 12/01/21 | 12/09/21 | 12/21/21 | 12/23/21 | | |
| 283-F | | 08/30/21 | 09/24/21 | 09/27/21 | 10/19/21 | 10/19/21 | | |
| 284-A | | 11/08/21 | 01/07/22 | | | | | |
| 285-A | | 10/27/21 | | | | | | |
| | | | | | | | | |
| NMI=New Member Inspectuon PLI=Prelisting Inspection FI=Final Inspection FCOEI=Final Close Of Escrow Inspection COE=Close Of Escrow ROF=Release Of Funds | | | | | | | | |

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **11**

INSPECTOR: **Mark Harper**

MUTUAL BOARD MEETING DATE: **January 20, 2022**

Print Date: 1/12/2022

| Contract Services | Project Discription | Expiration |
|------------------------------|-----------------------------------------|------------|
| Empire Pipe Cleaning | Sewer Cleaning For The Next Three Years | 12/31/22 |
| Fenn Termite + Pest Control | Termite And Pest Control | 05/31/23 |
| Innovative Cleaning Services | Carport and Cleaning Services | 04/30/22 |
| Advantage Paint | Paint Block Walls | 12/31/21 |
| J&J Landscape | Landscape Contract For Three Years | 12/31/24 |
| Site Visits | | |
| 268-G 12/14/2021 | Roof Leak | |
| 267 1/4/2022 | Cloged Laundryroom Drain | |
| 262-I 1/4/2022 | Roof Leak | |
| 269-B 1/11/2022 | Bath Heater Inspection | |
| 263-H 1/13/2022 | Skylight Inspection | |
| | | |

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: JANUARY 20, 2021
CC: MUTUAL FILE

I move to approve that the review of the Mutuals' operating accounts, reserve accounts, current year's actual operating revenues and expenses compared to the current year's budget, the latest account statements prepared by financial institutions where the mutual has its operating and reserve accounts, and the income and expense statement for the Mutual's operating and reserve accounts have been approved; and, further, that per Civil Code Section 5500(a)-(f), the check register, monthly general ledger, and delinquent assessment receivable reports have been reviewed for the month of December 2021.

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE LANDSCAPE CONTRACT (NEW BUSINESS, ITEM B)
DATE: JANUARY 20, 2022
CC: MUTUAL FILE

On December 16, 2021, the Mutual 11 Board of Directors “RESOLVED to award a 3-year landscaping contract with J&J Landscaping from 1/01/2022 – 12/31/2025, at a cost not to exceed \$422,640. Funds to come from Landscaping and authorize the President to sign any necessary documentation.

I move ratify resolution dated on 12/16/2021 “RESOLVED to award a 3-year landscaping contract with J&J Landscaping from 1/01/2022 – 12/31/2025, at a cost not to exceed \$422,640. Funds to come from Landscaping and authorize the President to sign any necessary documentation.”.

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE MUTUAL ADMINISTRATION TO SEND OUT OPT-OUT NOTICES TO MUTUAL 11 SHAREHOLDERS (NEW BUSINESS, ITEM C)
DATE: JANUARY 20, 2022
CC: MUTUAL FILE

I move to approve to authorize Mutual Administration to send out an Opt-Out Notice to Mutual 11 shareholders, allowing the shareholder to remove their name, property address, mailing address, and/or email address from the membership list, per Civil Code §5220 Membership List Opt-Out.

Mutual Corporation No. Eleven

Opt-Out Notice

A member may request that the Association provide him or her with a copy of the membership list(s), including the names, property address, mailing address and, as of January 1, 2020, the email address, of each member. The member's request must be in writing and must set forth the purpose for which the list(s) is requested, which purpose must be reasonably related to the requester's interests as a member of the Association. The Association will be obligated to provide the member with a copy of such membership list(s) unless it reasonably believes that the member will use the information for another purpose. **NOTE: If filed in previous years, you are not required to submit this notice again.**

Pursuant to Civil Code Section 5220, a member can "opt out" of having his or her name and address(es) included on a membership list(s) which must be distributed to members upon request. If you would like to "opt out" of having your name and/or address(es) included on a membership list(s), please complete the following form and return by mail:

Mutual Administration
PO Box 2069, Seal Beach, CA 90740

OR

In-Person to
Stock Transfer
Administration Building A, 1st Floor at the
Windows

Email to
MutualSecretaries@lwsb.com

To Whom It May Concern,

Please remove the following information related to me and my Unit _____ from the Association's membership list in accordance with Civil Code Section 5220 until further written notice from me:

(Check all that are applicable)

- Name
- Property Address
- Mailing Address
- Email Address

Date: _____

Print Name: _____

Signature: _____

Unit Address: _____

P. O. Box 2069, Seal Beach, California 90740 (562) 431-6586

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE THE RE-SEEDING OF MUTUAL 11
LAWNS (NEW BUSINESS, ITEM D)
DATE: JANUARY 20, 2022
CC: MUTUAL FILE

I move to approve the reseeding proposal from J & J Landscaping for reseeding of Mutual 11 lawns, at a cost not to exceed \$3,900.00. Funds to come from Landscaping and authorize the President to sign any necessary documentation.

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE REPLACING ROTOR SPRINKLERS (NEW BUSINESS, ITEM E)
DATE: JANUARY 20, 2022
CC: MUTUAL FILE

I move to approve J&J Landscape proposal to replace Rotor Sprinklers at buildings 286J, 269D, 268F, 268D, 280J, 282G, 267A and 267D located on Greenbelt, end of triangle on building 265 (2 Rotor Sprinklers) and building 262 located on Greenbelt in Mutual 11, for cost of \$65.00 each Rotor Sprinkler, at a cost not to exceed \$715. Funds to come from Landscape and authorize the President to sign any necessary documentation.

Mutual 11 Check Up

Replace Rotor Sprinklers in following Areas

- Building 286J
- 267A on Greenbelt
- 267D on Greenbelt
- End of triangle on 265 ; 2 Rotor Sprinklers
- In front of 262 on Greenbelt
- Building 269D
- Building 268F
- Building 268D
- Building 280J
- Building 282G

\$65 each Rotor Sprinkler

Fix broken Pipes

- 269B ; 2 broken pipes
- Building 269D
- Building 270F
- Building 270G
- Greenbelt in front of 268
- Greenbelt on 281A
- Building 280F
- Building 282L
- Greenbelt 283E
- Building 278F

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE TO FIX BROKEN PIPES (NEW BUSINESS, ITEM F)
DATE: JANUARY 20, 2022
CC: MUTUAL FILE

I move to approve J&J Landscape proposal to fix broken pipes located at buildings 269D, 270F, 270G, 280F, 282L, 278F, 277A, 261C, 269B (2 broken pipes), 268 in front of Greenbelt, 281A on Greenbelt, 283E on Greenbelt in Mutual 11. The cost of the repairs varies on the size of the break. Funds to come Landscape and authorize the President to sign any necessary documentation.

Mutual 11 Check Up

Replace Rotor Sprinklers in following Areas

- Building 286J
- 267A on Greenbelt
- 267D on Greenbelt
- End of triangle on 265 ; 2 Rotor Sprinklers
- In front of 262 on Greenbelt
- Building 269D
- Building 268F
- Building 268D
- Building 280J
- Building 282G

\$65 each Rotor Sprinkler

Fix broken Pipes

- 269B ; 2 broken pipes
- Building 269D
- Building 270F
- Building 270G
- Greenbelt in front of 268
- Greenbelt on 281A
- Building 280F
- Building 282L
- Greenbelt 283E
- Building 278F

- Building 277A
- Building 261C

The cost of the repair depends on the size of the break. We won't be able to give a price on the repairs yet.

Moving Sprinklers from center

End of buildings 285 and 286 on carport side. The sprinklers are in the middle of the lawn so they have to use full heads in order to water all the grass. This causes for lots of water to fall onto the sidewalks. We suggest that we move the sprinklers to both sides of the lawn so it can spray towards the middle and reduce the amount of water being sprayed onto the sidewalks.

\$1,400 for this project on buildings 285 and 286

Sprinkler Rerouting

We have a lot of new patios, cart pads, and extended gardens. Usually when a shareholder gets something done like this they will have to pay for the re routing of the sprinklers. There are some places that haven't rerouted their sprinklers on the lawns and we suggest for that to be done. We don't know who will be paying for this rerouting since every mutual has their own policies. Its not something urgent but it will help the mutual a lot.

Gutter cleaning

\$7 a unit

Total price for mutual ; \$2,184

Replacing Timers

\$1,250 each

7 timers

Total price for replacing all timers : \$8,750

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE TO MOVE SPRINKLERS (NEW BUSINESS, ITEM G)
DATE: JANUARY 20, 2022
CC: MUTUAL FILE

I move to approve J&J Landscape proposal to move sprinklers at buildings 285 and 286 in Mutual 11, at a cost not to exceed \$1,400. Funds to come from Landscape and authorize the President to sign any necessary documentation.

- Building 277A
- Building 261C

The cost of the repair depends on the size of the break. We won't be able to give a price on the repairs yet.

Moving Sprinklers from center

End of buildings 285 and 286 on carport side. The sprinklers are in the middle of the lawn so they have to use full heads in order to water all the grass. This causes for lots of water to fall onto the sidewalks. We suggest that we move the sprinklers to both sides of the lawn so it can spray towards the middle and reduce the amount of water being sprayed onto the sidewalks.

\$1,400 for this project on buildings 285 and 286

Sprinkler Rerouting

We have a lot of new patios, cart pads, and extended gardens. Usually when a shareholder gets something done like this they will have to pay for the re routing of the sprinklers. There are some places that haven't rerouted their sprinklers on the lawns and we suggest for that to be done. We don't know who will be paying for this rerouting since every mutual has their own policies. Its not something urgent but it will help the mutual a lot.

Gutter cleaning

\$7 a unit

Total price for mutual ; \$2,184

Replacing Timers

\$1,250 each

7 timers

Total price for replacing all timers : \$8,750

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE SPRINKLER REROUTING (NEW BUSINESS, ITEM H)
DATE: JANUARY 20, 2022
CC: MUTUAL FILE

I move to approve sprinkler rerouting in Mutual 11 due to new patios, cart pads and extended gardens. Funds to come from Landscape and authorize the President to sign any necessary documentation.

- Building 277A
- Building 261C

The cost of the repair depends on the size of the break. We won't be able to give a price on the repairs yet.

Moving Sprinklers from center

End of buildings 285 and 286 on carport side. The sprinklers are in the middle of the lawn so they have to use full heads in order to water all the grass. This causes for lots of water to fall onto the sidewalks. We suggest that we move the sprinklers to both sides of the lawn so it can spray towards the middle and reduce the amount of water being sprayed onto the sidewalks.

\$1,400 for this project on buildings 285 and 286

Sprinkler Rerouting

We have a lot of new patios, cart pads, and extended gardens. Usually when a shareholder gets something done like this they will have to pay for the re routing of the sprinklers. There are some places that haven't rerouted their sprinklers on the lawns and we suggest for that to be done. We don't know who will be paying for this rerouting since every mutual has their own policies. Its not something urgent but it will help the mutual a lot.

Gutter cleaning

\$7 a unit

Total price for mutual ; \$2,184

Replacing Timers

\$1,250 each

7 timers

Total price for replacing all timers : \$8,750

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE GUTTER CLEANING (NEW BUSINESS, ITEM I)
DATE: JANUARY 20, 2020
CC: MUTUAL FILE

I move to approve the gutter cleaning for all Mutual 11 buildings from J&J Landscape, at \$7.00 per unit and at a cost not to exceed \$2,184. Funds to come from Landscape and authorize the President to sign any necessary documentation.

- Building 277A
- Building 261C

The cost of the repair depends on the size of the break. We won't be able to give a price on the repairs yet.

Moving Sprinklers from center

End of buildings 285 and 286 on carport side. The sprinklers are in the middle of the lawn so they have to use full heads in order to water all the grass. This causes for lots of water to fall onto the sidewalks. We suggest that we move the sprinklers to both sides of the lawn so it can spray towards the middle and reduce the amount of water being sprayed onto the sidewalks.

\$1,400 for this project on buildings 285 and 286

Sprinkler Rerouting

We have a lot of new patios, cart pads, and extended gardens. Usually when a shareholder gets something done like this they will have to pay for the re routing of the sprinklers. There are some places that haven't rerouted their sprinklers on the lawns and we suggest for that to be done. We don't know who will be paying for this rerouting since every mutual has their own policies. Its not something urgent but it will help the mutual a lot.

Gutter cleaning

\$7 a unit

Total price for mutual ; \$2,184

Replacing Timers

\$1,250 each

7 timers

Total price for replacing all timers : \$8,750

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE REPLACING TIMERS (NEW BUSINESS, ITEM J)
DATE: JANUARY 20, 2022
CC: MUTUAL FILE

I move to approve J&J landscape proposal to replace seven timers in Mutual 11, at \$1,250 per timer and at a cost not to exceed \$8,750. Funds to come from Landscape and authorize the President to sign any necessary documentation.

- Building 277A
- Building 261C

The cost of the repair depends on the size of the break. We won't be able to give a price on the repairs yet.

Moving Sprinklers from center

End of buildings 285 and 286 on carport side. The sprinklers are in the middle of the lawn so they have to use full heads in order to water all the grass. This causes for lots of water to fall onto the sidewalks. We suggest that we move the sprinklers to both sides of the lawn so it can spray towards the middle and reduce the amount of water being sprayed onto the sidewalks.

\$1,400 for this project on buildings 285 and 286

Sprinkler Rerouting

We have a lot of new patios, cart pads, and extended gardens. Usually when a shareholder gets something done like this they will have to pay for the re routing of the sprinklers. There are some places that haven't rerouted their sprinklers on the lawns and we suggest for that to be done. We don't know who will be paying for this rerouting since every mutual has their own policies. Its not something urgent but it will help the mutual a lot.

Gutter cleaning

\$7 a unit

Total price for mutual ; \$2,184

Replacing Timers

\$1,250 each

7 timers

Total price for replacing all timers : \$8,750

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE TREE TRIMMING (NEW BUSINESS, ITEM K)
DATE: JANUARY 20, 2022
CC: MUTUAL FILE

I move to approve J& Landscape to trim trees located at buildings 269A and 269L (New Zealand Christmas Tree) at a cost of \$200 each tree, building 268D (Carrotwood Tree) at a cost of \$250, building 268B (Carrotwood Tree) at a cost of \$200, between buildings 280 and 268 (Jacaranda Trees) at a cost of \$700 for all three trees, building 281F (Ash Tree) also to reduce the crown at a cost of \$500, building 286I (Brazilian Tree) at a cost of \$300, building 283A (Ficus Tree) at a cost of \$250, building 284G (New Zealand Christmas Tree) at a cost of \$250, building 284I (New Zealand Christmas Tree) at a cost of \$300, Building 283J (Maleluca Tree) at a cost of \$200, building 278L (New Zealand Christmas Tree) at a cost of \$175, building 277A (Podocarpus Tree) at cost of \$250, building 278H (Ficus Tree) at a cost of \$125, building 277E (Podocarpus) at a cost of \$200, building 227G (Liquid Amber) at a cost of \$200, building 274 against the wall (Four Eucalyptus Trees) at a cost of \$1,050 for all four and building 274B (Elder Tree) at a cost of \$300 for a total cost not to exceed \$5,650. Funds to come from Landscape and to authorize the President to sign all necessary documentation.

Tree Trimming

We walked the mutual and the following trees are one we highly recommend to thin and shape before the season ends :

Building 269 A and L New Zealand Christmas trees ; \$200 each

Building 268D Carrotwood \$250

Building 268B carrotwood \$200

Triangle between 280 and 268 ; 3 Jacaranda Trees \$700 for all 3

Building 281F Ash (also reduce the crown) \$500

Building 286I Brazilian \$300

Building 283A Ficus \$250

Building 284G New Zealand Christmas tree \$250

Building 284I New Zealand Christmas Tree \$300

Building 283J Maleluca \$200

Building 278L New Zealand Christmas tree \$175

Building 277A Podocarpus \$250

Building 278H Ficus \$125

Building 277E Podocarpus \$200

Building 277G Liquid Amber \$200

Building 274 against the wall (4 Eucalyptus) \$1,050 for all 4

Building 274B Elder \$300

TOTAL PRICE FOR TRIMMING : \$5,650

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO AUTHORIZE MUTUAL 11 SECRETARY TO FILL OUT AND SIGN TRANSFER RESOLUTION FORM (NEW BUSINESS, ITEM L)
DATE: JANUARY 20, 2022
CC: MUTUAL FILE

I move to authorize Mutual 11 Secretary to fill out and sign Transfer Resolution Form per Civil Code 5502.

CERTIFICATE OF SECRETARY

I, the undersigned, hereby certify that: (1) I am the duly appointed secretary of the Seal Beach Mutual No. 11, a California non-profit mutual benefit corporation (the "Association"); and (2) the following is a true copy of a resolution adopted by the vote of a majority of the members of the Board of Directors on _____, 202__:

**SEAL BEACH MUTUAL NO. 11
RESOLUTION OF BOARD OF DIRECTORS**

WHEREAS, Civil Code Section 5502 provides, among other things:

“Notwithstanding any other law, transfers shall not be authorized from the association’s reserve or operating accounts without prior written approval from the board of the association unless the amount of the transfer is less than the following:

* * *

(2) The lesser of ten thousand dollars (\$10,000) or 5 percent of the estimated income in the annual operating budget, for associations with 51 or more separate interests.”

WHEREAS, the Association has certain monthly recurring expenses for basic Association expenses (e.g., utilities and insurance) which exceed the lesser of \$10,000 or 5% of the Association’s estimated income in the annual operating budget (the “Transfer Limit”), which, heretofore have been paid from the Association’s operating accounts via electronic transfer by the Association’s property manager;

WHEREAS, the Association’s Board of Directors desires to authorize its property manager to continue to make such recurring payments with this Resolution deemed with prior written Board approval for each transaction;

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Association’s Board of Directors provides its prior written approval pursuant to Civil Code Section 5502 for _____, the Association’s property manager, to make transfers from the Association’s operating accounts which exceed the Transfer Limit to pay the following recurring expenses of the Association:

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