

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL TWELVE
April 13, 2023
Meeting begins at 9:00 a.m.
Administration Building, Conference Room A
via Zoom Video and Conference Call Meeting

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.

TO MAKE COMMENTS DURING MEETING: In order to make a comment during the open Shareholder forum, the Shareholder must submit their name, Unit number, and telephone number, via e-mail at mutualsecretaries@lwsb.com, by no later than 3:00 p.m., on 04/12/2023, the business day before the date of the meeting. If you do not have access to an email, please call (562) 431-6586 ext. 313 and let us know that you wish to make a comment during the open shareholder forum.

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE
2. SHAREHOLDERS' COMMENTS (2-3 minutes per shareholder)
3. ROLL CALL
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUESTS:

Mrs. Damoci, GRF Representative
Mr. Rocha, Security Services Director
Mr. Antisdell, Building Inspector
Ms. Barua, Senior Portfolio Specialist
Mr. Jackson, Portfolio Specialist
5. GRF REPRESENTATIVE Mrs. Damoci
6. GUEST SPEAKER Mr. Rocha
7. APPROVAL OF MINUTES:
 - a. **Regular Monthly Meeting Minutes of March 9, 2023**
8. BUILDING INSPECTOR'S REPORT Mr. Antisdell
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (pp.3-4)
 - a. Discuss and vote on proposals for cleaning lateral sewer lines Bldg 57, 60, and 76 (pp. 5-6)
 - b. Update on painting of stop signs and parking delineators on carport driveways
 - c. Discuss update on asphalt replacement at carport 137
 - d. Update regarding Gazebo completion date.
9. **UNFINISHED BUSINESS**
 - a. Update on National Laundry Service
10. **NEW BUSINESS** Mrs. Ferraro

- a. Approval of Monthly Finances for February (p. 7)
- b. Discuss and vote on reinvesting US Bancorp certificate of deposit maturing in 5/4/2023 (p. 8)
- c. Discuss and vote to ratify the resolution to not approve the Super Wire contract dated 2-22-23 (p. 9)
- d. Discuss and Vote for Shareholder Cumulative voting. (p. 10)
- e. Discuss and vote to appoint accurate voting as Inspectors of Elections for 2023-2024 Election. (p. 11)
- f. Discuss and vote to Cancel June Meeting due to Annual Elections. (p. 12)

STAFF BREAK BY 11:00 A.M.

- | | |
|--------------------------------------|--------------|
| 11. SECRETARY / CORRESPONDENCE | Ms. Milek |
| 12. CHIEF FINANCIAL OFFICER'S REPORT | Mrs. Ferraro |
| 13. PORTFOLIO SPECIALIST REPORT | Ms. Barua |
| 14. ANNOUNCEMENTS | |

NEXT MEETING: Thursday, May 13, 2023, 9:00 a.m. Location: Conference Room A, and via Zoom Video/Conference Call Meeting.

15. COMMITTEE REPORTS
16. DIRECTORS' COMMENTS
17. SHAREHOLDERS' COMMENTS (2-3 minutes)
18. ADJOURNMENT
19. EXECUTIVE SESSION

STAFF WILL LEAVE THE MEETING BY 12:00 P.M.

	A	B	C	D	E	F	G	H	I
1	INSPECTOR MONTHLY MUTUAL REPORT								
3	MUTUAL: (12) TWELVE			INSPECTOR: JERRY ANTISDEL					
4	MUTUAL BOARD MEETING DATE: APRIL 13TH 2023			Print Date: 4/6/2023					
5	PERMIT ACTIVITY								
6	UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	FINAL INSPECTION	CONTRACTOR / COMMENTS	
572	9-D	REMODEL	BOTH	09/13/22	09/13/23	NO	NONE	CAL CUSTOM INTERIORS	
636	34-F	HEAT PUMP	BOTH	04/04/23	06/04/23	NO	NONE	ALPINE	
637	40-C	HEAT PUMP	BOTH	04/07/23	06/07/23	NO	NONE	ALPINE	
638	41-A	BEDROOM DOOR	BOTH	04/25/23	06/30/23	NO	NONE	J.C. KRESS	
639	44-E	BATH REMODEL	BOTH	04/03/23	04/14/23	NO	NONE	CAL BATH RENOVATION	
640	LAUNDRY 45	SHADE STRUCTURE	BOTH			NO	NONE	MJ JURADO	
641	47-D	WINDOWS	BOTH	02/06/23	04/28/23	NO	NONE	BERGKVIST	
673	47-K	HEAT PUMP	BOTH	04/04/23	06/04/23	NO	NONE	ALPINE	
676	55-K	HEAT PUMP	BOTH	02/16/23	05/16/23	NO	NONE	GREENWOOD	
697	64-H	.CART PAD	GRF	02/02/23	04/27/23	NO	NONE	FOUR STAR LANDSCAPE	
698	66-C	SHOWER CUT DOWN	BOTH	03/09/23	04/09/23	NO	NONE	NUKOTE	
699	67-F	REMOVE CEILINGS	GRF	01/30/23	04/28/23	YES	NONE	KONRAD KONSTRUCTION	
700	67-F	REMODEL	BOTH	03/13/23	04/28/23	YES	NONE	KONRAD KONSTRUCTION	
702	67-A	SHOWER SEAT	GRF	02/15/23	03/15/23	NO	NONE	NUKOTE	
728	70-E	SHOWER CUT DOWN	BOTH	04/17/23	05/17/23	NO	NONE	NUKOTE	
729	71-G	CARTPAD	GRF	02/17/23	05/30/23	NO	NONE	J&J LANDSCAPING	
730	72-A	FLOORING	GRF	02/20/23	03/30/23	NO	03/24/23 FINAL	KARYS CARPET	
731	72-B	SKYLIGHT	BOTH	02/15/23	03/15/23	NO	03/24/23 FINAL	M&M SKYLIGHTS	
741									
789									
791	GREY AREAS HAVE BEEN SIGNED OFF								
857	ESCROW ACTIVITY								
858		NMI	PLI	NBO	FI	COE DATE	ROF		
984	7-G		03/08/23						
985	10-D		02/17/23						
986	11-G		06/23/22						
997	40-A		02/24/23						
1011	55-K		02/17/23	03/06/23	03/09/23	03/23/23			
1028	62-A		04/04/23						
1032	64-E		09/29/22						
1038	68-B		04/05/23						
1080	GREY AREAS HAVE BEEN SIGNED OFF								
1081	NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation								
1082	FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds								

	A	B	C	D	E	F	G	H	I
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3	MUTUAL: (12) TWELVE			INSPECTOR: JERRY ANTISDEL					
4	MUTUAL BOARD MEETING DATE: APRIL 13TH 2023			Print Date: 4/6/2023					
1105	CONTRACTS AND PROJECTS								
1368	A. COST FOR CLEANING OF SEWER LINES AT BLDG.S 57-60-76 AND TO RELINE \$24,000.00 FROM A-1 TOTAL SERVICES								
1369	B.STATUS REPORT ON PAINTING OF STOPS AND PARKING DELINEATORS ON CARPORTS AND DRIVEWAYS (HAND OUT)								
1379	C. ASPHALT REPLACEMENT AT CARPORT 137 BEFORE THE END OF THE MONTH								
1380	D. GAZEBO IS REAL CLOSE TO BEING FINISHED								
1381	LANDSCAPE CONTRACT WITH FOUR STARS GOOD UNTIL 2024								
1382	BAIT STATIONS GOOD UNTIL 07/31/2023								
1383	FENN TERMITE AND PEST CONTROL CONTRACT GOOD UNTIL JUNE 30TH 2023								
1559	CALLS AND VISITE TO UNITS								
1916	72								

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE PROPOSAL FOR CLEARANCE OF ROOTS OR POSSIBLE LINING OF LATERAL SEWER LINES AT BLDG. 57, 60, AND 76 (BUILDING INSPECTOR'S REPORT, ITEM A)
DATE: APRIL 13, 2023
CC: MUTUAL FILE

I move to approve the proposal from A-1 Plumbing Services for clearance of roots of possible lining of lateral sewer lines at Bldg. 57, 60, and 76, at a cost not to exceed \$24,000.00. Funds to come from Infrastructure Reserves and authorize the President to sign any necessary documentation.



Billing Address
 Seal Beach Mutual No. 12
 P.O.BOX 3519
 Seal Beach, CA 90740 USA

A-1 Total Service Construction Inc.
 640 S. Atlantic Blvd.
 Los Angeles, CA 90022
 (888) 201-8856
 CA Lic#976956

Estimate 57913911
Job 57934133
Estimate Date 4/6/2023
Customer PO

Job Address
 Seal Beach Mutual No. 12
 Buildings 57-75
 Interlachen Road
 Seal Beach, CA 90740 USA

Estimate Details

Estimate: Estimate

Task #	Description	Quantity	Your Price	Your Total
SERV	Mutual 12 buildings 57-75 Feet, building 60-50 Feet, building 76-50 Feet all 3 buildings 6 inch clay you gave me a price of \$15,000.00 to \$24,000.00	1.00	\$24,000.00	\$24,000.00
	A1 to hydrojett and clean mainlines to remove roots and debris. Measure cut and install CIPP from clean outs access. Once lining has cured a1 will perform back clean outs reinstatements. All CIPP comes with a 10year manufacture warranty against defects. 24,000			
	A1 is not responsible for unforeseen circumstances. No excavation is included in this estimate. Excavation if needed would be an additional cost.			

Potential Savings	\$0.00
Sub-Total	\$24,000.00
Tax	\$0.00
Total	\$24,000.00

Thank you for your business!
 Servicing LA & OC areas

PLEASE REMIT PAYMENT TO

A-1 TOTAL SERVICE CONSTRUCTION INC.
 1061 S CYPRESS STREET
 LA HABRA CA 90631

There is a 3.5% surcharge with all Credit/Debit Card Payments.

Payment is due upon completion of work

10% LATE FEE'S WILL APPLY FOR PAST DUE INVOICES.

Three Day Right to Cancel

Waiver of Three Day Right to Cancel

You, the buyer, have the right to cancel this contract within three business days. You may cancel by e-mailing, mailing, faxing or delivering a written notice to the contractor at the contractor's business by midnight of the third business day after you received a signed and dated copy of the contract that includes this notice. Include your name, your address, and the date you received the signed copy of the contract and this notice.

If you cancel, the contractor must return to you anything you paid within 10 days of receiving the notice of cancellation. For your part, you must make available to the contractor at your residence, in substantially as good condition as you received it, any goods delivered to you under this contract or sale. Of, you may, if you wish, comply with the contractor's instructions on how to return the goods at the contractor's expense and risk. If you do make the goods available to the contractor and the contractor does not pick them up within 20 days of the date of your notice of cancellation, you may keep them without any further obligation. If you make the goods available to the contractor, or if you agree to return the goods to the contractor and fail to do so, then you remain liable for performance of all obligations under the contract.

WAIVER OF RIGHT TO CANCEL

I, or my agent, initiated this contract. I, or my agent, execute this contract in connection with making of emergency or immediately necessary repairs that are necessary for the immediate protection of persons or real or personal property. I expressly acknowledge and waive my right to cancel this contract.

ATTORNEY FEE: The prevailing party shall be entitled to attorneys' fees and cost for any arbitration or any action at law or in equity brought for breach of this contract.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: APRIL 13, 2023
CC: MUTUAL FILE

I move to approve the February 2023 financial statements as reviewed per California Civil Code Section 5500 (a)-(f) for audit as presented.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE ON REINVESTING US BANCORP CERTIFICATE OF DEPOSIT MATURING IN MARCH (NEW BUSINESS, ITEM B)
DATE: APRIL 13, 2023
CC: MUTUAL FILE

I move to reinvest one certificate of deposit held at US Bancorp in the amount of \$200,000 maturing on 5/4/2023 for a term not to exceed one year at the prevailing interest rate.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE ON TO RATIFY THE RESOLUTION TO NOT APPROVE THE SUPER WIRE CONTRACT DATED 2-23-23 (NEW BUSINESS, ITEM C)
DATE: APRIL 13, 2023
CC: MUTUAL FILE

I move to ratify resolution date 3/9/23 "RESOLVED that Mutual 12 Board does not accept the current contract submitted from STI also known as Super Wire on February 23, 2023."

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: SHAREHOLDER'S INTENT TO VOTE CUMULATIVELY (NEW BUSINESS, ITEM D)
DATE: APRIL 13, 2023
CC: MUTUAL FILE

Per the Mutual's Bylaws, Article IV, Section 7, I (please state your first and last name)
Shareholder of Mutual Twelve Unit _____, intend to vote cumulatively for the Elections of
Directors for the 2023-2024 term of office.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS VOTE TO APPOINT ACCURATE VOTING SERVICES AS INSPECTORS OF ELECTIONS (NEW BUSINESS, ITEM E)
DATE: APRIL 13, 2023
CC: MUTUAL FILE

I move to appoint Accurate Voting Services as Mutual Twelve's Inspectors of Election for the 2023-2024 Election of Directors.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RESCHEDULE THE JUNE MEETING(NEW BUSINESS, ITEM F)
DATE: APRIL 13, 2023
CC: FILE

I move to cancel the June monthly board meeting due to the Annual Election meeting.