

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL TWELVE
April 11, 2024
Meeting begins at 9:00 a.m.
Building Five, Conference Room B
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. 2320 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 04/10/2024, the business day before the date of the meeting. If you do not have access to an email, please call (562) 431-6586 ext. 2320 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. Antisdell, Building Inspector
Ms. Kong, Portfolio Specialist

5. GRF REPRESENTATIVE Mrs. Damoci
6. APPROVAL OF MINUTES:
 - a. **Regular Monthly Meeting Minutes of March 14, 2024.**
7. BUILDING INSPECTOR'S REPORT Mr. Antisdell
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests. (pp.3-4)
 - a. Discuss and vote to approve testing and abatement from Ogan Construction. (p.5, Handout)
 - b. Discuss and vote to approve patio proposal for unit # 44-E. (pp.6-8)
 - c. Discuss and vote to approve new patio proposal for unit # 36-A. (p.9, Handout)
 - d. Discuss and vote to approve solar energy permit application for unit # 77-F. (p.10, Handout)
 - e. Update on roofing project next phase of buildings 55, 56, 72, 76.
 - f. Discuss procedures and timing for replacement of water heaters installed in units prior to 2014.
 - g. Requests for proposals for bids for landscape services upon expiration in August 2024.

STAFF BREAK BY 11:00 A.M.

8. **UNFINISHED BUSINESS**
 - a. No unfinished business.
9. **NEW BUSINESS**
 - a. Approval of Monthly Finances. (p.11)

- b. Discuss and vote to amend Procedure 12-7709-3 – Escape Tax Deposit. (pp.12-13)
- c. Discuss and vote to approve reinvestment of maturing CD's held at US BanCorp. (p.14)
- d. Discuss and vote to consider the election of qualified candidates for the following: Richard Carson, Rose Marie Sprague, Susan Ferraro, John Hoover, Kathie Hogan and John Kaplan be seated by acclamation for the 2024-2025 term. (p.15)
- e. Discuss and vote to hold or cancel the previously scheduled annual meeting on June 13, 2024. (p.16)
- f. Discuss and vote to schedule a regular meeting on June 13, 2024. (p.17)
- g. Discuss and vote to hold a Town Hall Meeting of Shareholders in May 2024 for Mutual Twelve Candidates Election for the Golden Rain Foundation Board of Directors. (p.18)
- h. Discuss and vote to approve Four Star proposal for mulch to be added in the Gazebo plantar. (p.19)

- 10. SECRETARY / CORRESPONDENCE Mrs. Sprague
- 11. CHIEF FINANCIAL OFFICER'S REPORT Ms. Ferraro
- 12. PORTFOLIO SPECIALIST REPORT Ms. Kong
- 13. ANNOUNCEMENTS

NEXT MEETING: Thursday, May 9, 2024, 9:00 a.m. Location: Conference Room B, and via Zoom Video/Conference Call Meeting.

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

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

INSPECTOR MONTHLY REPORT

MUTUAL : (12) TWELVE

INSPECTOR : **Jerry Antisdell**

MUTUAL BOARD MEETING DATE: **APRIL 11,2024 9:00 AM**

PERMIT ACTIVITY

UNIT #	DISCRIPTION OF WORK	GRF/CITY	START	FINISH	CHANGE	RESENT/FINAL INSPECTIONS	CONTRACTOR
10-A	REMODEL	BOTH	12/20/23	05/30/24	NO	03/06/24 GROUND WORK	MP CONSTRCUTION
35-H	PATIO SLAB/BLOCK WALL	GRF	03/11/24	03/27/24	NO	NONE	HADI
36-A	HEAT PUMP	BOTH	03/18/24	06/18/24	NO	NONE	GREENWOOD
36-A	REMODEL	BOTH	03/18/24	05/20/24	NO	NONE	KONRAD CONSTRUCTION
37-F	AWNINGS	GRF	12/01/23	12/01/23	NO	NONE	AAA AWNINGS
38-J	COUNTER TOPS	BOTH	03/15/24	06/30/24	NO	NONE	MP CONSTRUCTION
39-G	ENTRY DOOR	GRF	04/15/24	09/15/24	NO	NONE	RYDEN CONSTRUCTION
41-H	PATIO SLAB/BLOCK WALL	GRF	03/18/24	04/10/24	NO	NONE	HADI CONSTRUCTION
43-G	REMODEL WINDOWS	BOTH	03/01/24	05/31/24	NO	NONE	BERGKVIST
44-E	PAVERS DRIP SYSTEM	GRF	12/04/23	03/05/24	NO	NONE	FOUR STAR
44-F	FLOORING/KIT CABINETS	GRF	01/31/24	03/29/24	NO	NONE	PERFOMANCE REMODEL
45-C	FLOORING	GRF	12/20/23	01/30/24	NO	NONE	KARYS
45-E	SHOWER	BOTH	02/12/24	03/29/24	NO	02/15/24 ROUGH PLUMBING	BERGKVIST
45-H	CART PAD	GRF	03/10/24	03/30/24	NO	NONE	FOUR STAR LANDSCAPE
46-C	FLOORING	GRF	02/29/24	04/30/24	NO	NONE	B&B CARPET & FLOORING
46-I	WASHER/DRYER	BOTH	10/06/23	01/18/24	NO	ROUGH PLUM/ELECTRICAL	LOS AL BUILDERS
47-K	KITCHEN REMODEL	BOTH	03/15/24	07/30/24	NO	NONE	MAMUSCIA
56-J	HEAT PUMP	BOTH	03/19/24	05/19/24	NO	NONE	ALPINE
60-C	CARPORT CABINET	GRF	03/18/24	05/03/24	NO	NONE	CJ CONSTRUCTION
62-G	PATIO	GRF	03/04/24	05/30/24	NO	NONE	MP CONSTRUCTION
63-G	CARPORT CABINET	GRF	03/20/24	04/20/24	NO	03/28/24 FINAL	VICKERS CONSTRUCTION
64-C	CARPORT CABINET	GRF	02/19/24	04/30/24	NO	03/15/24 FINAL	CJ CONSTRUCTION
70-H	HEAT PUMP	BOTH	02/29/24	03/01/24	NO	NONE	ALPINE
73-H	HEAT PUMP	BOTH	10/02/23	01/02/24	NO	NONE	GREENWOOD
76-E	INTERIOR PATIO CONCRETE	GRF	12/18/23	03/23/24	NO	NONE	M JURADO
MUT 12	REROOFS 14 BUILDINGS	BOTH	01/16/24	01/16/25	NO		ROOFING STANDARDS
BLDG. 40	REROOF	BOTH	01/16/24	01/16/25	NO	SHEATHING	ROOFING STANDARDS
BLDG. 65	REROOF	BOTH	01/16/24	01/16/25	NO	SHEATHING	ROOFING STANDARDS
BLDG. 44	REROOF	BOTH	01/16/24	01/16/25	NO	SHEATHING	ROOFING STANDARDS
BLDG. 34	REROOF	BOTH	01/16/24	01/16/25	NO	SHEATHING	ROOFING STANDARDS
BLDG. 56	REROOF	BOTH	01/16/24	01/16/24	NO	SHEATHING	ROOFING STANDARDS

ALL SHADED AREAS HAVE BEEN SIGNED OFF

ESCROW ACTIVITY

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

UNIT	NMI	PLI	NBO	FI	COE	ROF
11-G		06/23/23				
34-D		10/30/23				
34-E	NMI	03/26/24				
35-I		02/29/24	03/27/24	03/28/24	04/11/24	
36-A		01/26/24	02/14/24	02/16/24	03/04/24	03/29/24
38-L		02/13/24				
40-G		02/09/24				
40-H		02/09/24				
41-D		03/13/24				

INSPECTOR MONTHLY REPORT

43-B		03/20/24					
46-F		03/29/24					
63-G		09/29/23	01/26/24	02/02/24	02/16/24	03/26/24	
70-F		03/28/24					
74-F		03/28/24					

ALL SHADED AREAS HAVE BEEN SIGNED OFF

CONTRACTS & PROJECTS

- 7-A DISCUSS AND VOTE TO APPROVE TESTING AND ABATEMENT (~~HAND OUT~~)
- 7-B DISCUSS AND VOTE TO APPROVE PATIO PROPOSAL FOR UNIT # 44-E.
- 7-C DISCUSS AND VOTE TO APPROVE PATIO PROPOSAL FOR UNIT # 36-A.
- 7-D DISCUSS AND VOTE TO APPROVE SOLAR ENERGY PERMIT APPLICATION FOR UNIT # 77-F.
- 7-E UPDATE ON ROOFING PROJECT NEXT PHASE OF BUILDINGS 55 ,56 ,72 ,76.
- 7-F DISCUSS PROCEDURES AND TIMING FOR REPLACEMENT OF WATER HEATERS INSTALLED IN UNITS PRIOR TO 2014
- 7-G REQUEST FOR PROPOSALS FOR BIDS FOR LANDSCAPE SERVICES
- FENN BAIT STATION FOR 3 YEARS CONTRACT GOOD UNTIL JULY 31 ST 2026
- FENN TERMITE AND PEST CONTROL CONTRACT GOOD UNTIL JUNE 30 TH 2026
- LANDSCAPE CONTRACT WITH FOUR STARS GOOD UNTIL AUGUST 31 ST 2024

CALLS & VISITS TO UNITS

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE TESTING AND ABATEMENT FROM OGAN CONSTRUCTION. (BUILDING INSPECTOR'S REPORT, ITEM A)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move to accept the proposal from Ogan Construction to perform testing and abatement in the amount of \$650.00 for each electrical panel replaced under contract approved on March 14, 2024. Funds to come from Infrastructure Reserve and authorize the president to sign any necessary documentation.

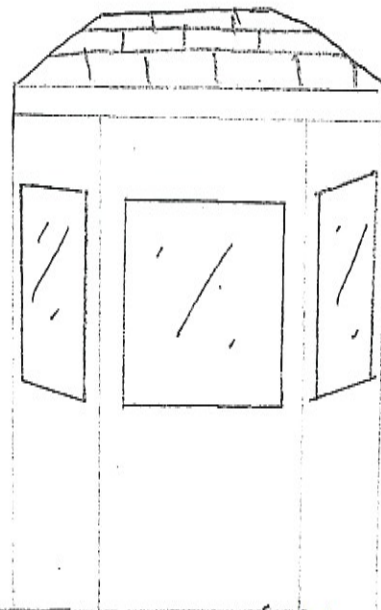
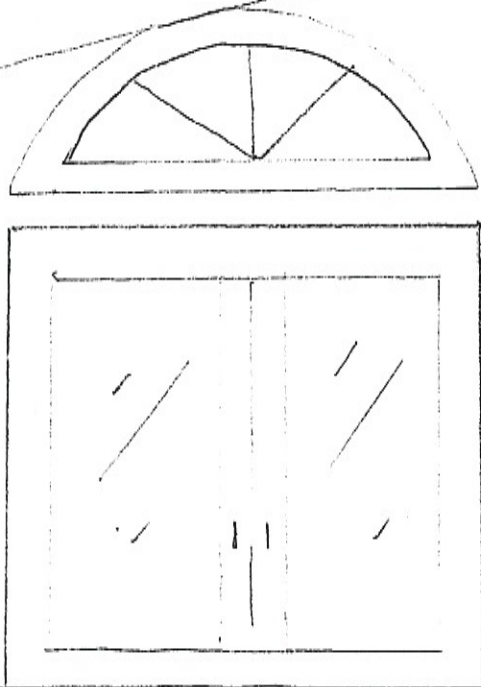
Mutual Corporation No. Twelve

MEMO

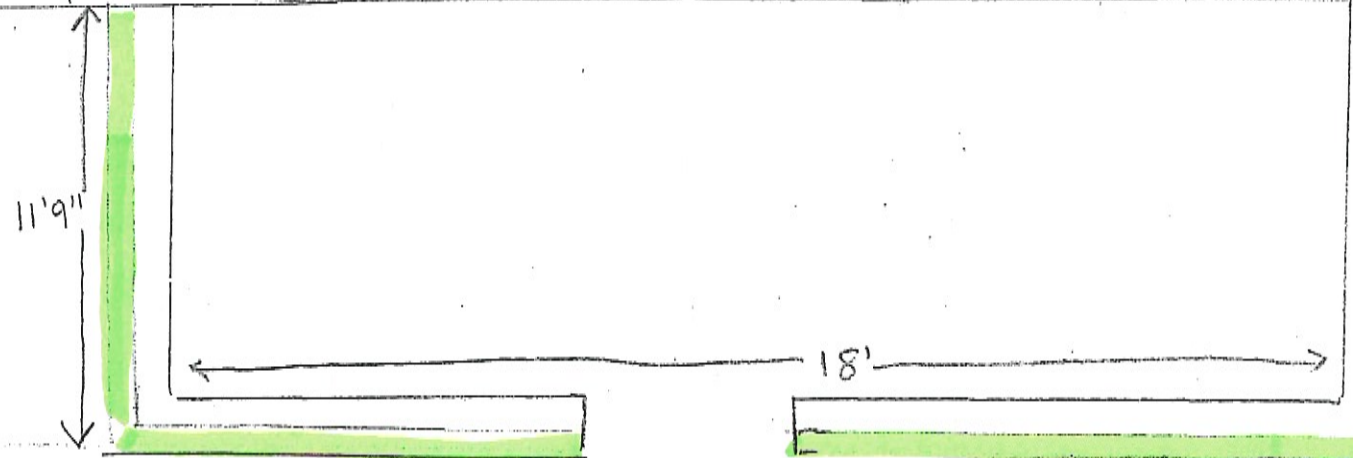
TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE PATIO PROPOSAL FOR UNIT # 44-E.
(BUILDING INSPECTOR'S REPORT, ITEM B)
.DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move to approve the permit application for an extended exclusive use patio located at unit 44-E. All work to be done at shareholder's sole expense and authorize the president to sign any necessary documentation .

M12-44E

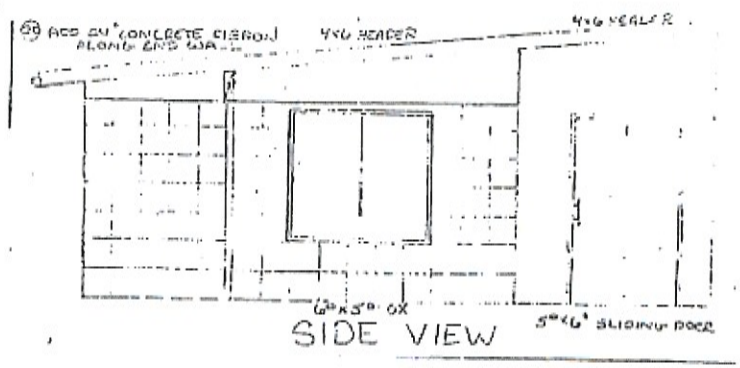
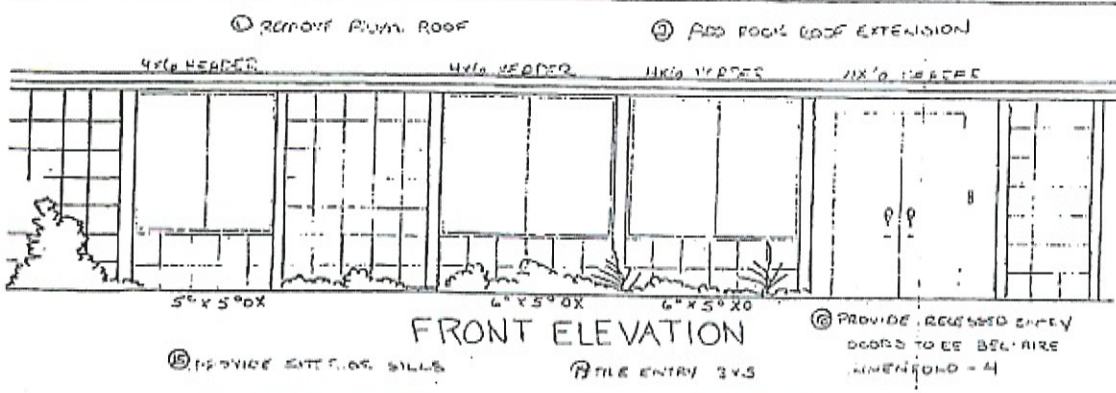
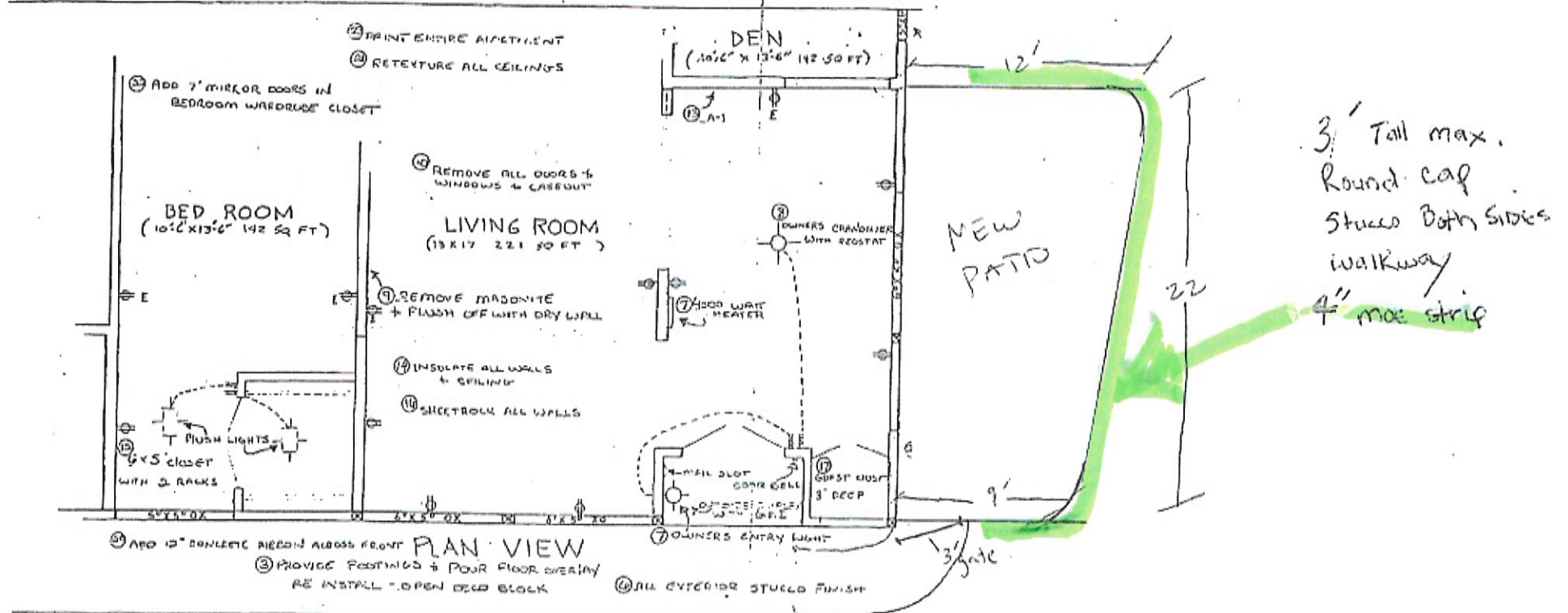


A/C



- PATIO 11'9" X 18'
- 6 IN MOW STRIP
- 32" HIGH WALL + 2" CAP ^{Round}
- STUCCO FINISH INSIDE & OUT.
- TOTAL OF 4 WEEP HOLES

SIDE WALK 7



PROPOSED PATIO

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE PATIO PROPOSAL FOR UNIT # 36-A.
(BUILDING INSPECTOR'S REPORT, ITEM C)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move to approve the permit application for an extended exclusive use patio located at unit 36A. All work to be done at shareholder's sole expense and authorize the president to sign any necessary documentation.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE SOLAR ENERGY PERMIT APPLICATION FOR UNIT # 77-F. (BUILDING INSPECTOR'S REPORT, ITEM D)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move to approve the permit application to install a roof mounted Solar Energy System at unit 77F. All Work to be done at shareholder's expense and authorize the president to sign any necessary documentation.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MONTHLY FINANCES. (NEW BUSINESS, ITEM A)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move to approve the February 2024, 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 TO AMEND PROCEDURE 12-7709-3 – ESCAPE TAX DEPOSIT AND RENUMBERING TO 12-7709-1.
(NEW BUSINESS, ITEM B)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move that procedure 12-7709-3 Escape Tax Deposit be re-numbered and adopted as a Rule 12-7709-1 Escape Tax Deposit; and further to increase the stated deposit amount of \$3,000 to \$5,000.00 and approve 28-day posting of notice of proposed procedure change. The proposed procedure change will be considered by the board at the next scheduled meeting following review of any shareholder comments received.

MUTUAL OPERATIONS

ADMINISTRATIVE SERVICES

Escape Tax Deposit

1 In order to avoid *escaped property tax* due the County Assessor's Office upon the death of a
2 stockholder, funds of \$~~3,000~~5,000 will be withheld in escrow to cover the *escaped*
3 *property tax*
4 whenever a sale or transfer of a certificate is by an estate or heir of the deceased stockholder or
5 co-owner of the certificate.
6

Document History

7
8 Adopted: ~~12 August 2021~~09 May 2024
9

10 **Keywords:** Mutual Twelve Escape Tax Deposit

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE REINVESTMENT OF MATURING CD'S HELD AT US BANCORP. (NEW BUSINESS, ITEM C)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move to reinvest \$500,000 of Certificate of Deposits held at US BanCorp maturing on April 19, 2024 for terms 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 TO CONSIDER THE ELECTION OF QUALIFIED CANDIDATES FOR THE FOLLOWING: RICHARD CARSON, ROSE MARIE SPRAGUE, SUSAN FERRARO, JOHN HOOVER, KATHIE HOGAN, AND JOHN KAPLAN BE SEATED BY ACCLAMATION FOR THE 2024-2025 TERM. (NEW BUSINESS, ITEM D)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move since the qualified candidates nominated are the same or fewer in number than the positions to be filled that Richard Carson, Rose Marie Sprague, Susan Ferraro, John Hoover, Kathie Hogan, and John Kaplan are elected by acclamation to be seated as Directors for the term 2024-2025.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO HOLD OR CANCEL THE PREVIOUSLY SCHEDULED ANNUAL MEETING ON JUNE 13, 2024.
(NEW BUSINESS, ITEM E)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move to approve/cancel the previously scheduled Annual Meeting of Shareholders on June 13, 2024.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO SCHEDULE A REGULAR MEETING ON JUNE 13, 2024. (NEW BUSINESS, ITEM F)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move to hold a regular meeting on June 13, 2024 in place of the cancelled Annual Meeting.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO HOLD A TOWN HALL MEETING OF SHAREHOLDERS IN MAY 2024 FOR MUTUAL TWELVE CANDIDATES ELECTION FOR THE GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS.
(NEW BUSINESS, ITEM G)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move to schedule/not schedule a Town Hall Meeting of Shareholders in May to meet and have questions answered by the candidates who will represent Mutual Twelve on the GRF Board.

Mutual Corporation No. Twelve

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE FOUR STAR PROPOSAL FOR MULCH TO BE ADDED IN THE GAZEBOP PLANTAR.
(NEW BUSINESS, ITEM H)
DATE: APRIL 11, 2024
CC: MUTUAL FILE

I move to approve Four Star proposal for mulch to be added in the gazebo plantar in Mutual Twelve at a cost not to exceed \$1,050.00. Funds to come from Landscape Extras and authorize the president to sign any necessary documentation.