

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SIX
August 25, 2017
Administration Building Conference Room A, at 9:30 a.m.

1. CALL TO ORDER
 2. ROLL CALL
 3. SHAREHOLDER COMMENTS
 4. INTRODUCTION OF GRF REPRESENTATIVE, GUEST(S), AND STAFF:
 - Ms. Hopewell, GRF Representative
 - Ms. Hopkins, Mutual Administration Director
 - Ms. Miller, Finance Director
 - Ms. Ray, Stock Transfer Supervisor
 - Mr. Van Horn, Building Inspector
 - Ms. Day, Recording Secretary
 5. APPROVAL OF MINUTES: **Regular Monthly Meeting of July 28, 2017**
Special Meeting of June 29, 2017 (pages 3-4)
 6. BUILDING INSPECTOR'S REPORT (pages 5-6) Mr. Van Horn
 7. GUEST SPEAKER – 2018 Budget presentation (10:00 a.m.) **Ms. Miller**
 8. GUEST SPEAKER – Stock Transfer Office **Ms. Ray**
 9. GRF REPRESENTATIVE Ms. Hopewell
 10. LANDSCAPE REPORT Mr. May
 11. CHIEF FINANCIAL OFFICER'S REPORT Mr. Turetskiy
 12. UNFINISHED BUSINESS
– None
- (STAFF SECRETARY BREAK (TIME TO BE DETERMINED BY PRESIDENT))**
13. NEW BUSINESS
 - a. Mutual Six Annual Budget
 - b. Approval of Reserve Study
 - c. Resolution to nominate DeDe Homan and Frank De Palma as Advisory Directors
 - d. Building Captains' Meeting scheduled for August 15, 2017
 - e. Southern California Edison electric bill for July 2017
 - f. Cost of operation of laundry rooms – resolution to raise dryer fee to .50¢ per cycle
 - g. Attorney Retention Non-Monetary Contract
 - h. Resolution for reinvestment of bonds maturing in 2017 Mr. Turetskiy
 - i. Landscaping issues – update
 - j. Extension of John's Landscape Service contract
 - k. Carport Rental Agreements
 - l. Roof inspections

- m. Feedback to Presidents' Council committee on Policy 7510 – Financial Eligibility
- n. Resolution to sign Mr. C's Towing Agreement (**pages 7-11**)

14. MUTUAL ADMINISTRATION

Ms. Hopkins

15. ADJOURNMENT

16. EXECUTIVE SESSION (legal & member issues)

STAFF WILL LEAVE THE MEETING BY 12:10 p.m.
NEXT MEETING: SEPTEMBER 22, 2017 AT 9:30 a.m.

cd:8/17/17

Minutes of Special Meeting of the Board of Directors

Seal Beach Mutual Six

June 29, 2017

The Special Board Meeting of the Board of Directors of Mutual Six was called to order at 9:03 a.m. by President Garrett on Thursday June 29, 2017 in Clubhouse 5 Conference Room "C."

ROLL CALL:

Present: President Garrett, Vice President Dowd, Chief Financial Officer Turetskiy, Secretary Simpson and Directors Catron, May and Granger.

Guests: 17 Shareholders of Mutual Six

Staff: Mr. Ankeny, Executive Director of GRF

Mr. Van Horn, Physical Properties Building Inspector

President Garrett welcomed the Board members, GRF staff and guests to the meeting and stated that Mr. Ankeny, Executive Director of GRF, would arrive at approximately 9:15 a.m.

New Business:

1. Mr. Van Horn, Physical Properties Building Inspector, stated that Mutual Six was operating smoothly. Mr. Van Horn left the meeting at 9:10 a.m.
2. Board Members to establish and present at the July 28, 2017 BOD meeting the Board's objectives for the 2017-2018 term.
3. Discussion of assigned carport spaces and parking rental agreements to be reviewed and verified by a member of the Board.
4. On behalf of the Board, President Garrett accepted Mr. Ankeny's apology for his absence at the Mutual Six Annual Board meeting on June 23, 2017, due to a scheduling conflict. Mr. Ankeny provided a PowerPoint presentation of GRF projects including the beautification of the entrance and signage to the main gate, upgrade plans for Club House Two including plans to build a multi-use court. Mr. Ankeny left the meeting at 11:10 a.m.
5. President Garrett tendered his resignation as President of the Board and stipulated that it was effective immediately. Vice President Dowd called for a brief break. After the break, Mr. Dowd requested nominations to fill the role of Board President.

6. Director Catron made a motion to nominate Vice President Dowd to the President role. The motion was seconded by Director Granger. The motion carried.
7. Director Garrett made a motion to nominate Director Granger to the Vice President role. The motion was seconded by Secretary Simpson. The motion carried.
8. President Dowd stated that Mr. Garrett's resignation would be accepted and/or ratified at the next Board meeting or sooner.
9. President Dowd made a motion to retain Vida Simpson as secretary and Naum Turetskiy as CFO. The motion was seconded by Vice President Granger. The motion carried.

ADJOURNEMENT:

President Dowd adjourned the meeting at 11:45 a.m.



INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (06) SIX

INSPECTOR: Dave Van Horn

MUTUAL BOARD MEETING DATE: AUGUST 25, 2017

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
133 D	UNIT REMODEL	BOTH	06/15/17	09/30/17	YES	R. PLUMB	L.W. DÉCOF SIGNED
127 G	SOLO TUBE	BOTH	05/25/17	06/25/17	NO	NOT CALLED IN	
141 A	SKYLIGHT	BOTH	06/15/17	07/31/17	NO	NO INSPECTION	LOS AL
34 H	CEILING FANS	BOTH			NO	SIGNED OFF	OGAN
62 I	ADA CUT DOWN	BOTH			NO	SIGNED OFF	NU-KOTE

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
58 G					08/02/17		
63 I			07/20/17	08/03/17	08/15/17		
128 H			08/17/17	08/18/17	09/01/17		
134 L			08/17/17				
61 D			08/04/17	08/04/17	08/16/17		
136 D			08/10/17	08/17/17			
135 C			08/14/17	08/15/17			
140 A			08/11/17	08/11/17			
61 E				08/01/17	08/11/17		
134 I			08/10/17				
53 C	8/9/2017						
58 G					08/02/17		

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

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (06) SIX

INSPECTOR: Dave Van Horn

MUTUAL BOARD MEETING DATE: **AUGUST 25, 2017**

CONTRACTS	
CONTRACTOR	PROJECT
JOHNS LANDSCAPE	4/30/16 - 4/30/18
OC RESERVE STUDY	12/31/17 - 12/31/19

SITE VISITS	
UNIT NUMBER	REASONS
67 F, CHECKED SHOWER FLOOR & REFRIGERATOR	W.O. TO S.M.



PRIVATE PROPERTY TOW SERVICES AGREEMENT

AGREEMENT DATE:		EFFECTIVE DATE:	
CUSTOMER:	Mutual Six Corporation		
PROPERTY:	Mutual Six		
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 Six Corporation	Tow Company:	Mr. C's Towing
Signed:		Signed:	
Print Name:	Tom Dowd	Print Name:	
Title:	Mutual Six Board President	Title:	
Date:		Date:	

ACCOUNT INFORMATION

Original Updated _____

Property/Complex Name:	Mutual Six Corporation
Property Address:	13531 St. Andrews Drive
City/Zip:	Seal Beach / 90740
Cross Streets:	
Mailing Address:	PO Box 2069, Seal Beach, CA 90740
Property Management Co.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, Name, Address & Phone:	Golden Rain Foundation, PO Box 2069, Seal Beach, CA 90740 (562) 431-6586, Ext. 377

MANAGER	ASSISTANT MANAGER	ON-SITE CONTACT
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
Security Company:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Name, Address & Phone:	Internal Department of Property Management Company (562) 431-6586, Ext. 377	
Persons Authorized to Sign for Vehicle Removals (Two Board Members Must be Present)	1.	Title: President
	2.	Title: Vice President
	3.	Title: CFO
	4.	Title: Secretary
	5.	Title: Director at Large

PLEASE CHECK APPROPRIATE BOXES

<input checked="" type="checkbox"/> Fire Lane Removals	<input type="checkbox"/> Visitor Only Parking	<input checked="" type="checkbox"/> Posted "Tow-Away Zone"
<input checked="" type="checkbox"/> Ingress/Egress Interference	<input type="checkbox"/> Manager Parking Only	<input type="checkbox"/> Parking Permits
<input checked="" type="checkbox"/> Within 15' of Fire Hydrant	<input checked="" type="checkbox"/> Expired Tags	<input checked="" type="checkbox"/> Handicap Parking
<input checked="" type="checkbox"/> No Street Parking	<input type="checkbox"/> Tenants authorized to tow	<input checked="" type="checkbox"/> Blocking Carports
<input type="checkbox"/> Time Limit Parking	<input checked="" type="checkbox"/> Blocking Dumpster	<input type="checkbox"/> Double Parked
<input checked="" type="checkbox"/> Violation of Mutual Six Policies on Mutual Six Property, when directed by authorized Board Member		
<input checked="" 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 Six on a case-by-case basis.		

Local Rate Jurisdiction:	
Tow Rate:	\$195.00
Storage Rate/Day:	\$62.00
Other:	Gate Fee: \$97.50 Drop Fee: \$97.50

Mr. C's Towing
 10821 Bloomfield Street
 Los Alamitos, CA 90720
 (562) 594-9521

PRIVATE PROPERTY TOW SERVICES AGREEMENT

Agreement Date:
 Effective Date:

Mutual Six Corporation (Customer)
Mutual Six (Property)

TYPE OF PRIVATE PROVERTY (Check One)

Residential Commercial Retail ^{Mutual General Law Corp.} ~~HOA~~/Common Interest Development

This agreement by and between Mr. C's Towing and Customer named above shall serve as authorization to service 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 (l) (1) (E), for which this agreement may serve as the general authorization.

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

Mr. C's Towing 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.

Mr. C's Towing agrees that their employees will act and conduct themselves in a professional workmanlike 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 Six Corporation	Mr. C's Towing
Signed: <i>John Garrett</i>	Signed: <i>Colin Duhon</i>
Print Name: John Garrett	Print Name: Colin Duhon
Title: Mutual Six Board President	Title: Account Manager
Date: 07/22/2016	Date: 7/30/16

PRIVATE PROPERTY TOW SERVICES AGREEMENT

ACCOUNT INFORMATION FORM:

Original Updated

Property/Complex Name: Mutual Six Corporation			
Property Address: 13531 St. Andrews Drive			
City: Seal Beach, CA		Zip: 90740	
TG Map Grid:		Cross Streets:	
Mailing Address (if different than above): P.O. Box 2069 Seal Beach, CA 90740			
Property Management Company <input type="checkbox"/> Yes <input type="checkbox"/> No			
If Yes, Name, Address & Phone: Golden Rain Foundation, P.O. Box 2069, Seal Beach, CA 90740			
Manager Name	Asst Manager Name	On-Site Contact Name	
Executive Director	Mutual Administration Manager	Security Chief	
Phone: 562-431-6586	Phone: 562-431-6586	Phone: 562-431-6586	
Fax:	Fax:	Fax:	
Email:	Email:	Email:	
Security Company <input type="checkbox"/> Yes <input type="checkbox"/> No			
If Yes, Name, Address & Phone: Internal Department of Property Management Company (562) 431-6586 Ext# 377			
Persons Authorized To Sign for Vehicle Removals	1	Two Board Directors	Title: President
	2	must be present	Title: Vice-President
	3		Title: CFO
	4		Title Secretary
	5		Title: Director at Large

Please Check Appropriate Boxes:

<input checked="" type="checkbox"/> Fire Lane Removals	<input type="checkbox"/> Visitor Only Parking	<input checked="" type="checkbox"/> Posted "Tow-Away Zone"
<input checked="" type="checkbox"/> Ingress/Egress Interference	<input type="checkbox"/> Mgr Only Parking	<input checked="" type="checkbox"/> Violation of Mutual Six
<input checked="" type="checkbox"/> Within 15' of Fire Hydrant	<input checked="" type="checkbox"/> Expired Tags	<input checked="" type="checkbox"/> Policies on Mutual Six
<input type="checkbox"/> Parking Permits	<input checked="" type="checkbox"/> No Street Parking	Property when directed by
<input checked="" type="checkbox"/> Handicap Parking	<input type="checkbox"/> Tenants authorized to tow	authorized Board Members
<input checked="" type="checkbox"/> Blocking Garages	<input type="checkbox"/> Time Limit Parking	
<input checked="" type="checkbox"/> Blocking Dumpster	<input checked="" type="checkbox"/> Proof of residence required – Describe:	
<input type="checkbox"/> Double Parked		

Local Rate Jurisdiction:	
Tow Rate:	\$185
Storage Rate / Day:	\$55
Other:	Gate Fee: \$92.50 Drop Fee: \$60

**BOARD OF DIRECTORS
MUTUAL SIX**

July, 22, 2016

NEW BUSINESS (continued)

Following a discussion, it was the consensus of the Board to postpone discussion on the installation/removal of interior and exterior flooring.

President Garrett called a break from 10:23 a.m. to 10:35 a.m.

Following a discussion, and upon a MOTION duly made by Director May and seconded by Vice President Dowd, it was

RESOLVED, To approve the proposal for a memorial bench for Addison Arnold, to be privately funded by contributions, and that the Board will stipulate the location.

The MOTION passed.

GRF Representative Hopewell left at 10:47 a.m.

Following a discussion, and upon and a MOTION duly made by Director Catron and seconded by Secretary Simpson, it was

RESOLVED, To authorize the Corporation President to sign specific contracts, with Board approval.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Vice President Dowd and seconded by Director Catron, it was

RESOLVED, To allow the names, and phone numbers of Directors to be published by GRF.

The MOTION passed.

Secretary Simpson left at 10:55 a.m.

President Garrett informed the Board that he will be speaking to the Presidents Council about the Drone Club training.

Following a discussion, and upon a MOTION duly made by Director May and seconded by Vice President Dowd, it was

RESOLVED, To approve the Mr. C's Towing Agreement from July 1, 2016 to June 30, 2017. President Garrett was authorized to sign the agreement.

The MOTION passed.