

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SEVEN
Wednesday February 15, 2017
1:00 p.m.

1. SHAREHOLDER(S) COMMENTS
2. CALL TO ORDER / PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. INTRODUCTION OF GUESTS AND STAFF:
 - Ms. Rapp, GRF Representative
 - Ms. Hopkins, Mutual Administration Director
 - Mr. Hurtado, Building Inspector
 - Mr. Rudge, Project Coordinator
 - Mrs. Aquino, Recording Secretary
5. APPROVAL OF MINUTES: **Regular Meeting of January 18, 2017**
6. CORRESPONDENCE
7. BUILDING INSPECTOR'S REPORT (pages 3-4) Mr. Hurtado
 - a. Termite and Dry Rot Report / Contractor for Repairs
 - b. Plans for Patio 156 - G
8. GUEST SPEAKER – Mr. Rudge
 - a. Roofing Project Overview
 - b. Asphalt Carports 181, 182, 8, 8, 87, 88, 89
 - c. Trenching at Asphalt Future Solar
9. CHIEF FINANCIAL OFFICER'S REPORT Mrs. Fellows
10. UNFINISHED BUSINESS
11. NEW BUSINESS –
 - a. Policy 5536.1-33 – Guest Passes *“Replacement”*
 - b. Emergency Information / Mutual Responsibilities Mrs. Rogers
 - c. Assignment to bring policy changes to Board
 - Policy on Park Benches
 - Policy 7591.7 – Drones
 - Policy 7405.7 – Flooring
 - Policy 7427.7 – Barbeque, Turkey Fryer, – Usage and General Safety Precautions
 - d. Notice of Intent to Withdraw – Board Resolution Board
 - e. Spring Yard Sale

STAFF BREAK (TIME TO BE DETERMINED BY PRESIDENT)

12. MUTUAL ADMINISTRATION DIRECTOR'S REPORT

Ms. Hopkins

13. GRF REPRESENTATIVE

Ms. Rapp

14. DIRECTOR(S)' COMMENTS

15. SHAREHOLDER(S)' COMMENTS

16. ANNOUNCEMENTS

17. ADJOURNMENT

18. EXECUTIVE SESSION – (member issues)

STAFF WILL LEAVE THE MEETING BY 4:10 P.M.

**NEXT MEETING: WEDNESDAY, MARCH 15, 2017, at 1:00 p.m.
ADMINISTRATION BUILDING-CONFERENCE ROOM A**

ka:2/10/17

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (07) SEVEN

INSPECTOR: George Hurtado

MUTUAL BOARD MEETING DATE: February 15, 2017

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
167I	re-surface patio	yes	11/10/16	02/14/16	no		Stoneways
175I	bath, kit counters shower	yes	11/14/16	01/20/16	no		Kress
158B	shower, dishwasher	yes	11/23/16	02/28/17	no		Mamuscia Construction
156G	patio, block wall	yes	12/19/16	02/10/16	no		Gary Tesch
163H	bath and kitchen skylights	yes	01/10/17	03/03/17	no		Bergkvist
166H	cart pad	yes	01/09/17	01/20/17	no		Johns Landscape
159C	patio indoor / outdoor carpet	yes	01/10/17	01/26/17	no		Bixby carpet
154H	vinyl plank floor	yes	12/27/16	01/28/17	no		Bixby Plaza
162F	dishwasher	yes	11/30/16	01/20/16	no		Los Al Builders

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
155I			01/09/17	01/09/17	01/19/17		
145L		01/24/17					
145F			01/27/17				
147G			01/19/17	01/19/17	01/31/17		
155K	2/8/2017						

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

CONTRACTS

CONTRACTOR	PROJECT
Fenn	termites and pests
Total Landscape	gardening
Empire Pipe	sewer cleaning
Innovative Cleaning Services	laundry rooms
So Cal Fire Protection	fire extinguishers

SPECIAL PROJECTS

CONTRACTOR	PROJECT

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APARTMENT VISITS

ROOF LEAKS

163A	bedroom
165C	patio
165E	patio
164E	bath
147E	bedroom
168E	den skylight
153C	kitchen skylight
159A	patio
159G	bedroom
152D	enclosure skylight
158D	bath fan
164D	livingroom
166J	bath skylight
168F	den
156L	kitchen skylight
155D	bath
165H	bedroom
165I	patio
163K	patio
170E	bath fan
165G	livingroom
165B	patio
171E	livingroom
158J	skylight
158L	bedroom
153J	patio
149K	patio skylight