

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SEVEN
July 20, 2022
Meeting begins at 1:00 p.m.
Conference Room A and via Zoom Conference Call

TO ATTEND VIA ZOOM: 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., on 07/19/2022, the business day before the date of the meeting.

TO MAKE COMMENTS DURING MEETING: In order to make a comment during the open Shareholder forum, the Shareholder must (i) notify their parcel director of their intent to speak during Shareholder open forum, or (ii) submit their information, including their name, Unit number, and telephone number, via e-mail mutualsecretaries@lwsb.com, by no later than 3:30 p.m., on 07/19/2022, 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):

Mrs. Ableser, GRF Representative
Ms. Sedgwick, GRF Executive Director
Mr. Hurtado, Building Inspector
Mr. Monroy, Portfolio Specialist
Ms. Duarte, Recording Secretary

5. APPROVAL OF MINUTES
 - a. **Regular Meeting Minutes of June 15, 2022**
6. BUILDING INSPECTOR'S REPORT Mr. Hurtado
Permit Activity, Escrow Activity, Contracts & Projects; Shareholder and Mutual Requests (pp.3-4)
 - a. Discuss and vote to approve patio at Unit 160-H by Robert's Construction (pp.5-7)
 - b. Discuss and vote to approve extension of Golf Cart Pad at Unit 164-C by Frank's Garden Service (pp.8-10)
7. GRF REPRESENTATIVE Ms. Ableser
8. CHIEF FINANCIAL OFFICER'S REPORT Mrs. Stevens
 - a. Discuss and vote to approve Monthly Financials (p.11)
 - b. Discuss and vote to authorize transfers of funds for Mutual Seven (p.12)

9. **NEW BUSINESS**

- a. Discuss and vote to ratify phone poll conducted on June 15, 2022 to allow 154-D to rent unit (p.13)
- b. Discuss and vote to ratify phone poll conducted on June 15, 2022 to ban Anaya Construction (p.14)
- c. Discuss and vote to approve Towing Agreement for 2022-2023 (pp.15-17)

STAFF BREAK BY 3:00 p.m.

- 10. SECRETARY / CORRESPONDENCE Mrs. Repasi
- 11. PORTFOLIO SPECIALIST REPORT Mr. Monroy
- 12. ANNOUNCEMENTS
 - a. **NEXT MONTHLY BOARD MEETING: Wednesday, August 17, 2022, at 1:00 p.m. Conference Room A and via Zoom Conference Call.**
 - b. **NEW INTERACT SOLUTIONS CABLE TV – CHECK LW WEEKLY AND NOTICE FOR Q & A MEETINGS**
- 13. COMMITTEE REPORTS
- 14. DIRECTORS' COMMENTS
- 15. SHAREHOLDER(S') COMMENTS (2-3 MINUTES, IF TIME PERMITS)
- 16. ADJOURNMENT
- 17. EXECUTIVE SESSION

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

MUTUAL: **(07) SEVEN**

INSPECTOR: **George Hurtado**

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

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
152B	patio	yes	04/20/22	07/30/22	no		Roberts
152E	entry walkway	yes	03/25/22	05/31/22	yes		Roberts
153E	windscreen	yes	06/14/22	07/30/22	no		Bodies Glass
154G	flooring, paint	yes	07/12/22	08/31/22	no		Los Al
154J	carpet	yes	06/03/22	07/31/22	no		B&B Carpets
154J	bath, kitchen remodel	yes	03/09/22	06/27/22	no	drywall 4/15/22	Marco
157F	bath remodel	yes	02/23/22	08/31/22	no		Marco
157G	bath, kitchen remodel	yes	05/19/22	08/26/22	no		Marco
157L	shower remodel	yes	03/09/22	06/10/22	no		Los Al
158B	heat pump	yes	02/25/22	06/03/22	no		Greenwood
160B	heat pump	yes	04/01/22	07/11/22	no		Greenwood
162G	carpet	yes	06/01/22	07/30/22	no		Karys Carpet
163B	patio cabinet, countertops	yes	04/01/22	07/24/22	no		Los Al
163J	cart pad	yes	04/15/22	06/16/22	no		Anguiano
163K	heat pump	yes	03/25/22	07/04/22	no		Greenwood
176L	carport cabinet	yes	06/21/22	07/15/22	no		MJ Jurado
175L	raise seat & re-glaze	yes	02/14/22	05/11/22	no		NuKote

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
163K		03/08/22	06/09/22	06/09/22			
162G		07/12/22					

MUTUAL: **(07) SEVEN**

INSPECTOR: **George Hurtado**

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

145C		02/28/22					
154A		05/23/22	06/09/22				
176H		07/12/22					
154D	2/16/2022						

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	
Southern Property Fire Protection			service and refill laundry extinguisher	
Innovative Cleaning Services			laundry rooms / partitions	
Bruno Alvarez			termite and dry rot repairs	
National Service			washer dryer maintenance for laundry rooms	

APARTMENT VISITS

Various	
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Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE PATIO FOR UNIT 160-H BY ROBERT'S CONSTRUCTION (BUILDING INSPECTOR'S REPORT, ITEM A)
DATE: JULY 20, 2022
CC: MUTUAL FILE

I move to approve the patio for unit 160-H work to be completed by Robert's Construction, at the shareholder's expense.

**GOLDEN RAIN FOUNDATION
BUILDING PERMIT**

Permit: # 16243

START DATE 06/06/2022 MUTUAL 07-0000 APT NO 160H

COMPLETION DATE 08/07/2022 TODAY'S DATE 06/08/2022

RESIDENT NAME Pamela Pearson ADDRESS 13141 St Andrews Dr #160H

NATURE OF ALTERATION:

Remove section of existing concrete walkway. Excavate for new footings - Provide & install steel reinforcement, concrete footings & slab (approx. 40 sq ft). Provide for mow strip. Install cinder block wall w/pre-cast concrete cap along perimeter of new patio (approx. 26" high). Stucco new block wall to match existing texture - 2 sides. Prime & paint new wall. Install wrought iron gate.

(Per Building Mutual Standards)

Do not change or add to the above-specified alterations without proper written approval and change order from the Physical Property Office.

NOTICE TO RESIDENT OF AGREEMENT

This represents your official Building Permit. When you receive this permit, place it in a conspicuous location in or at your unit. No alteration may be started until this permit is posted. Do not remove this permit until final inspections are completed.

I, Pamela Pearson, Owner/Member of the above apartment do hereby agree to bear the expense of the above alterations and, in the event of vacating this apartment, this alteration shall thereupon remain as part of the building.

I agree all work will comply with Foundation and Mutual Corporation policies, regulations and procedures. During my occupancy of this apartment, I will be free to use and enjoy the alteration within the framework of the Occupancy Agreement.

I also agree to be personally responsible for the repair and maintenance of the alteration, and authorize, in the event of my failure to perform, the Mutual Corporation to perform repairs or maintenance upon the alteration even though part of the alteration which has been authorized may be exterior to use interior surfaces of the perimeter walls, floors, and ceiling of the dwelling unit.

Further, I agree that I will personally maintenance the alteration and, in the event of my failure, after reasonable notice from the Mutual Corporation in the event that the Mutual Corporation performs any repairs or maintenance upon the alteration. I will immediate pay the Mutual Corporation upon being billed.

I will, in the event of sale or transfer, obtain the consent of the new owner/member(s) to become responsible for the repair and maintenance of the alteration herein provided.

Mutual Director's Signature

Date

Owner/Member Signature

Date

NOTICE TO CONTRACTOR – Contractor performing this work is required to maintain insurance in such amounts as may be deemed adequate by the Physical Property Office, considering the nature of the work which is undertaken. Prior to the issuance of this Building Permit, Certificates of Insurance and Endorsements, together with Contractor's licenses issued by the State of California and the City of Seal Beach, must be filled with the Physical Property Office.

CONTRACTOR MUST CALL PHYSICAL PROPERTY OFFICE FOR INSPECTIONS WHEN JOB IS READY.

City of Seal Beach Permit Required? Yes X No Permit # _____

For final inspection, Contractor must call both the Physical Property Office and City of Seal Beach for a joint final inspection. (24 hours' notice is required)

NOTICE: Contractor must furnished copy of City of Seal Beach Permit with Valuation Amount before start of job.
Contractor must furnish Lien Release to Physical Property Office upon completion of alterations.

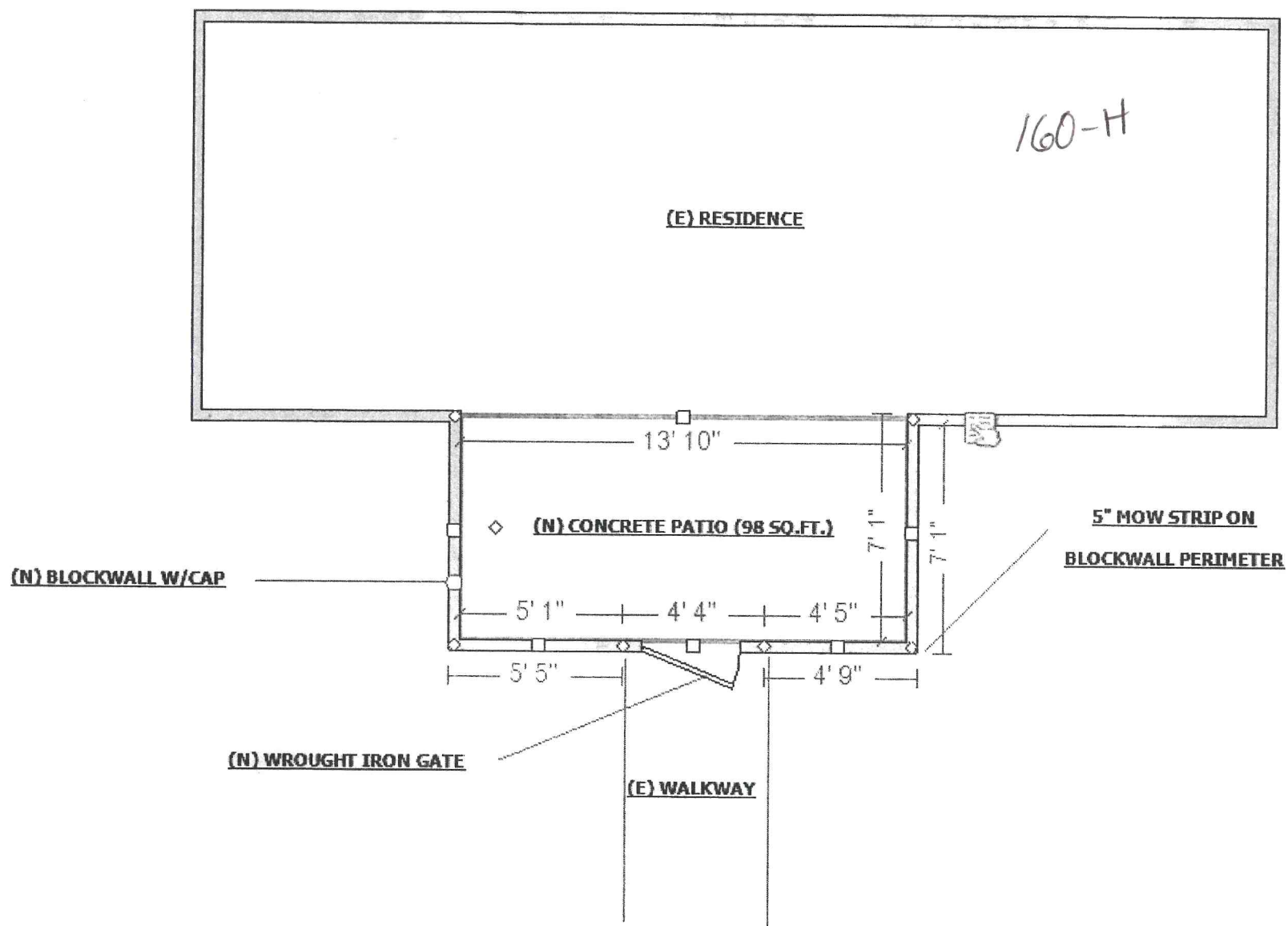
Contractor's Signature
Robert's Construction

Date

GRF Inspection/Supervisor, Physical Property Office

Date

	Approved By	Date		Approved By	Date
BUILDING					
Footing	_____	_____	Landscaping	_____	_____
Framing	_____	_____	Lock Box w/ key	_____	_____
Wood Treatment	_____	_____	ELECTRICAL WORK		
Shear Panel	_____	_____	Rough Wiring	_____	_____



Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE EXTENSION OF GOLF CART PAD AT
UNIT 164-C BY FRANK'S GARDEN SERVICE (BUILDING INSPECTOR'S
REPORT, ITEM B)
DATE: JULY 20, 2022
CC: MUTUAL FILE

I move to approve the extension of golf cart pad at unit 164-C work to be completed by Frank's Garden Service, at the shareholder's expense.

**GOLDEN RAIN FOUNDATION
BUILDING PERMIT**

Fee: \$ 25.00

Permit: # 16334

START DATE 06/25/2022 MUTUAL 07-0000 APT NO 164C

COMPLETION DATE 07/15/2022 TODAY'S DATE 06/28/2022

RESIDENT NAME Irvin Hart ADDRESS 1260 Northwood Road #164C

NATURE OF ALTERATION:

Pour a new mow strip a cement 5" dividing the planter and grass approx. 29'. Next to the existing electric cart pad, add more pavers same type pavers the area is 7'X6' wide. Relocate the sprinklers if necessary. Fertilize two planters and (15) japanese boxwood 5 gallons.

(Per Building Mutual Standards)

Do not change or add to the above-specified alterations without proper written approval and change order from the Physical Property Office.

NOTICE TO RESIDENT OF AGREEMENT

This represents your official Building Permit. When you receive this permit, place it in a conspicuous location in or at your unit. No alteration may be started until this permit is posted. Do not remove this permit until final inspections are completed.

I, Irvin Hart, Owner/Member of the above apartment do hereby agree to bear the expense of the above alterations and, in the event of vacating this apartment, this alteration shall thereupon remain as part of the building.

I agree all work will comply with Foundation and Mutual Corporation policies, regulations and procedures. During my occupancy of this apartment, I will be free to use and enjoy the alteration within the framework of the Occupancy Agreement.

I also agree to be personally responsible for the repair and maintenance of the alteration, and authorize, in the event of my failure to perform, the Mutual Corporation to perform repairs or maintenance upon the alteration even though part of the alteration which has been authorized may be exterior to use interior surfaces of the perimeter walls, floors, and ceiling of the dwelling unit.

Further, I agree that I will personally maintenance the alteration and, in the event of my failure, after reasonable notice from the Mutual Corporation in the event that the Mutual Corporation performs any repairs or maintenance upon the alteration. I will immediate pay the Mutual Corporation upon being billed.

I will, in the event of sale or transfer, obtain the consent of the new owner/member(s) to become responsible for the repair and maintenance of the alteration herein provided.

Mutual Director's Signature

Date

Owner/Member Signature

Date

NOTICE TO CONTRACTOR – Contractor performing this work is required to maintain insurance in such amounts as may be deemed adequate by the Physical Property Office, considering the nature of the work which is undertaken. Prior to the issuance of this Building Permit, Certificates of Insurance and Endorsements, together with Contractor's licenses issued by the State of California and the City of Seal Beach, must be filled with the Physical Property Office.

CONTRACTOR MUST CALL PHYSICAL PROPERTY OFFICE FOR INSPECTIONS WHEN JOB IS READY.

City of Seal Beach Permit Required? Yes X No

Permit # _____

For final inspection, Contractor must call both the Physical Property Office and City of Seal Beach for a joint final inspection. (24 hours' notice is required)

NOTICE: Contractor must furnished copy of City of Seal Beach Permit with Valuation Amount before start of job.
Contractor must furnish Lien Release to Physical Property Office upon completion of alterations.

Contractor's Signature

Date

Frank's Gardening Service

GRF Inspection/Supervisor, Physical Property Office

Date

Approved By

Date

Approved By

Date

BUILDING

Footing

Framing

Wood Treatment

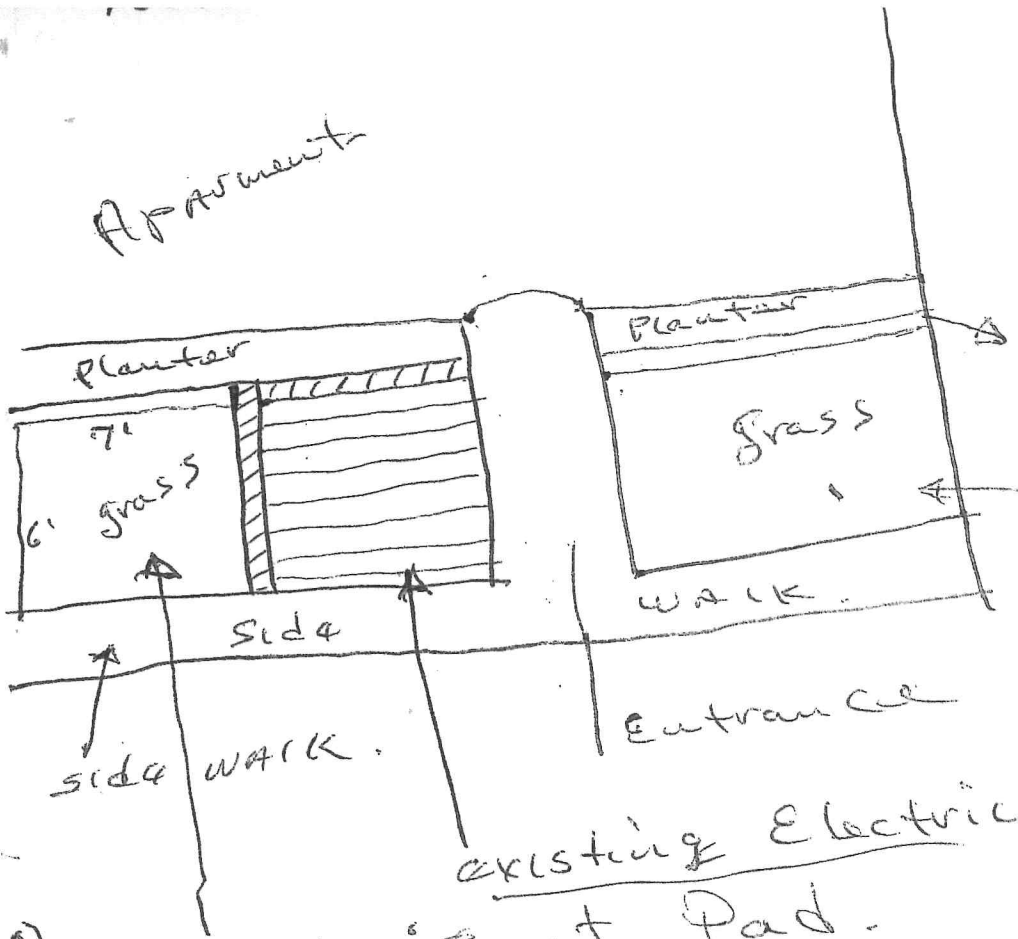
Shear Panel

Landscaping

Lock Box w/ key

ELECTRICAL WORK

Rough Wiring



a new mow strip a cement

grass

164-C

A) add same type, Cart Pad.
a pavers
At this Area
7' X 6' -

B) mow a strip a cement.
aprox. 29' feet.

Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE MONTHLY FINANCIALS (CHIEF FINANCIAL OFFICER'S REPORT, ITEM A)
DATE: JULY 20, 2022
CC: FILE

I move to acknowledge, that per the requirements of Civil Code Section 5500(a)-(f), a review has been completed of the Mutual's reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the current year's budget, statements prepared by the financial institutions where the Mutual has its operating and reserve accounts, income and expense statement for the Mutual's operating and reserve accounts, the check registers, the monthly general ledger and delinquent assessment receivable reports for the month of May and June 2022.

Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO AUTHORIZE TRANSFERS OF FUNDS FOR
MUTUAL SEVEN (CHIEF FINANCIAL OFFICER'S REPORT, ITEM B)
DATE: JULY 20, 2022
CC: MUTUAL FILE

I move that the board authorizes the following transfers of funds per detailed resolutions.

<i>Transfer/ Invoice Date</i>	<i>Amount</i>	<i>Originating/Destination Accounts or Payee</i>
05/23/2022	\$15,500.00	Invoice# 7485C Check# 11618 Payee: Total Landscape Maintenance
05/31/2022	\$113,050.00	Invoice#15591 Check# 11626 Payee: Jordan Roof
06/06/2022	\$96,139.49	Transfer from US Bank Checking to GRF – US Bank Checking
06/06/2022	\$196,362.15	Transfer from ACH – Direct Debit from shareholders to US Bank Checking
06/07/2022	\$71,082.08	Transfer from US Bank Checking to US Bank Impound (Property Taxes)
06/13/2022	\$115,500.00	Invoice# 16601 Check# 11630 Payee: Jordan Roof Co.
06/21/2022	\$53,456.58	Transfer from US Bank Checking to US Bank Restricted Money Mkt.
06/22/2022	\$116,137.85	Transfer US Bank Restricted Money Mkt. to US Bank Non-Restricted Money Mkt.
06/22/2022	\$105,000.00	Transfer from US Bank Non-Restricted Money Mkt to US Bank Checking
06/24/2022	\$15,500.00	Invoice# 7497C Check# 11635 Payee: Total Landscape Maintenance
06/27/2022	\$115,500.00	Transfer from US Bank Restricted Money Mkt. to US Bank Non-Restricted Money Mkt.
06/29/2022	\$90,000.00	Transfer from US Bank Non-Restricted Money Mkt. to US Bank Checking
07/01/2022	\$13,000.00	Invoice# Sale of 154A Check# 041485 Payor: Castlehead, Inc. Escrow
07/05/2022	\$197,241.09	Transfer from ACH – Direct Debit from multiple shareholders to US Bank Checking
07/05/2022	\$105,157.31	Transfer from US Bank Checking to GRF – US Bank Checking
07/06/2022	\$71,756.27	Transfer from US Bank Checking to US Bank Impound (Property Taxes)

Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY PHONE POLL CONDUCTED ON JUNE 15, 2022 TO ALLOW 154-D TO RENT UNIT (NEW BUSINESS, ITEM A)
DATE: JULY 20, 2022
CC: FILE

I move to ratify the phone poll conducted on June 15, 2022 to allow 154-D to rent out unit.

President Rotter made the following phone poll on June 15, 2022.

Directors	Yes/No
President Rotter	Yes
Vice President Bennett	Yes
Secretary Repasi	Yes
CFO Stevens	Yes
Director Vroon	Yes

Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY PHONE POLL CONDUCTED ON JUNE 15, 2022 TO BAN ANAYA CONSTRUCTION (NEW BUSINESS, ITEM B)
DATE: JULY 20, 2022
CC: FILE

I move to ratify the phone poll conducted on June 15, 2022 to ban Anaya Construction from working in Mutual 7.

President Rotter made the following phone poll on June 15, 2022.

Directors	Yes/No
President Rotter	Yes
Vice President Bennett	Yes
Secretary Repasi	Yes
CFO Stevens	Yes
Director Vroon	Yes

Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE TOWING AGREEMENT FOR 2022-2023
(NEW BUSINESS, ITEM C)
DATE: JULY 20, 2022
CC: MUTUAL FILE

At the June 16, 2021, board meeting, the Mutual Two Board of Directors passed the following resolution: *RESOLVED to approve the Mr. C's Towing Agreement for the towing of vehicles when there is a violation of Mutual Policy, effective 2021-2022, and authorize the President to sign the agreement.*

I move to approve Mr. C's Towing Agreement for the towing of vehicles when there is a violation of Mutual Policy, effective 2022-2023, and authorize the President to sign the agreement.



PRIVATE PROPERTY TOW SERVICES AGREEMENT

AGREEMENT DATE:		EFFECTIVE DATE:	July 20, 2022	
CUSTOMER:	Mutual Seven Corporation			
PROPERTY:	Mutual Seven			
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 Seven Corporation	Tow Company:	Mr. C's Towing
Signed:		Signed:	
Print Name:	Sue Rotter	Print Name:	
Title:	Mutual Seven Board President	Title:	
Date:		Date:	

ACCOUNT INFORMATION

☐ Original ☐ Updated _____

Property/Complex Name:	
Property Address:	
City/Zip:	
Cross Streets:	
Mailing Address:	PO Box 2069, Seal Beach, CA 90740
Property Management Co.	X 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:	X 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 type="checkbox"/> Fire Lane Removals	<input type="checkbox"/> Visitor Only Parking	<input type="checkbox"/> Posted "Tow-Away Zone"
<input type="checkbox"/> Ingress/Egress Interference	<input type="checkbox"/> Manager Parking Only	<input type="checkbox"/> Parking Permits
<input type="checkbox"/> Within 15' of Fire Hydrant	<input type="checkbox"/> Expired Tags	<input type="checkbox"/> Handicap Parking
<input type="checkbox"/> No Street Parking	<input type="checkbox"/> Tenants authorized to tow	<input type="checkbox"/> Blocking Carports
<input type="checkbox"/> Time Limit Parking	<input type="checkbox"/> Blocking Dumpster	<input type="checkbox"/> Double Parked
<input type="checkbox"/> Violation of Mutual Seven Policies on Mutual Seven Property, when directed by authorized Board Member		
<input 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 Seven on a case-by-case basis.		

Local Rate Jurisdiction:	
Tow Rate:	\$220.00
Storage Rate/Day:	\$85.00
Other / Weekend Drop Fee:	Gate Fee: \$110.00 Drop Fee: \$108.00