MINUTES OF THE REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS SEAL BEACH MUTUAL THREE April 13, 2018

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Three was called to order by President Ginthner at 9:00 a.m. on Friday, April 13, 2018, in Conference Room A of the Administration Building, following by the *Pledge of Allegiance.*

SHAREHOLDER(S') COMMENTS

Several shareholders made comments.

ROLL CALL

Present:	President Ginthner, Vice President Campbell, Chief Financial Officer Ngo, Director Blake, Directors Harris and Turis, and Advisory Director Binger
Absent:	Secretary Hileman
GRF Representative:	Ms. Stone
Guests:	Twelve Mutual Three Shareholders
Staff:	Ms. Hopkins, Mutual Administration Director Mr. Van Horn, Building Inspector Mrs. Aquino, Recording Secretary

MINUTES

The Minutes of the March 9, 2018, meeting were approved by general consent of the Board as corrected. A correction was noted on page 2, third line item *Guest Speaker National Service Co.* first line should read as follows: Ms. Dillard answered questions about National Service Co. An additional correction was noted on page 2, third line item *Guest Speaker National Service Co.* third line should read as follows: Ms. Dillard left the meeting at 10:10 a.m.

The Special (Agenda) Meeting minutes of April 3, 2018, were approved by general consent of the Board as written

BUILDING INSPECTOR'S REPORT

Inspector Van Horn presented his report (attached).

Following questions, Mr. Van Horn left the meeting at 9:10 a.m.

GRF REPRESENTATIVE

Ms. Stone updated the Board on the GRF activity.

UNFINISHED BUSINESS

Following a discussion, and upon a MOTION duly made by Director Turis and seconded by CFO Ngo it was,

> RESOLVED, To ratify the phone poll vote taken on March 13, 2018, to accept the bid proposal from M.J. Jurardo for sidewalk replacement at Buildings 6, 25, 26, 27, 24, 23 and 21, at a cost not to exceed $69,289.75, and authorize the President to sign the contract and sent to the attorney for review.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by CFO Ngo and seconded by Vice President Campbell it was,

> RESOLVED, To ratify the phone poll vote taken on March 22, 2018, to approve the transfer of $20,000, from First Foundation Bank to US Bank to satisfy the cash flow needs.

The MOTION passed.

NEW BUSINESS

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

> RESOLVED, To approve the BrightView proposal to lower the mow line, and reseed 32,173 square feet of turf, at cost not to exceed $6,421.56, and authorize the President to sign the contract.

The MOTION passed.

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

> RESOLVED, That the Green Parking zones, that currently allow for short term parking to not exceed 15 – 30 minutes, be changed to Yellow Parking zones to allow for Passenger loading and unloading for a time limit to not exceed 30 minutes and allow addition of Red Parking zones as needed for safety and Emergency vehicle clearance.

The MOTION passed with four "yes" votes (Campbell, Ngo, Blake, Turis) and one "no" vote (Harris).

NEW BUSINESS (continued)

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

> RESOLVED, To approve the proposal submitted by MJ Jurado to paint the Mutual Three curbs with parking restrictions, at a cost not to exceed $2,200, and authorize the President to sign the contract.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by and seconded by it was,

> RESOLVED, To approve the proposal submitted by MJ Jurado to paint stop signs within Mutual Three, and apply the previous approval of funds in the amount of $700, towards the total payment of $1,500, and authorize the President to sign the contract.

The MOTION passed.

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

> RESOLVED, To not authorize GRF to negotiate a mutually beneficial bulk cable service agreement.

The MOTION passed.

President Ginthner called a break from 10:25 a.m. to 10:44 a.m.

(Ms. Stone left the meeting at 10:25 a.m.)

Per the Mutuals' Bylaws, Article IV, Section 7, Robert Gene Vesley, Unit 35–I, stated his intent to vote his ballot cumulatively for the election of Directors for the 2018 – 2020 term of office.

In accordance with Policy 7210 – Annual Elections, Mutual Three Board of Directors has appointed the following shareholders as observers of the 2018 – 2019 Annual Election

1. Rita Johnson, Unit 13–K
2. Linda Morton, Unit 12–D
3. Sandy Geffner, Unit 27–K

SECRETARY / CORRESPONDENCE

There was no correspondence received.

CHIEF FINANCIAL OFFICER'S REPORT

CFO Ngo presented his financial report (attached).

Following a discussion, and upon a MOTION duly made by CFO Ngo and seconded by Vice President Campbell, it was

> RESOLVED, To accept the 2017 GRF Excess Income distribution of $8,376 and to deposit the funds in the Operating Reserves.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by CFO Ngo and seconded by Director Turis, it was

> RESOLVED, To approve the transfer of funds in the amount of $600,000 from Roofing Reserves to Infrastructure Reserves.

The MOTION passed.

MUTUAL ADMINISTRATION DIRECTOR

Ms. Hopkins presented her report (attached).

ANNOUNCEMENTS

There were no announcements.

COMMITTEE REPORTS

There were no committee reports.

SHAREHOLDER (S) COMMENTS

Several shareholders made comments.

DIRECTOR COMMENTS

Several Directors made comments.

ADJOURNMENT

There being no further business to conduct, President Ginthner adjourned the meeting at 11:17 a.m. and announced that there would be an Executive Session following to discuss member issues.

Judith Hileman

Attest, Judith Hileman, Secretary
SEAL BEACH MUTUAL THREE
ka: 04/20/18
Attachments

NEXT MEETING: FRIDAY, May 11, 2018,
Administration Building, Conference Room A, at 9:00 a.m.

To have the Mutual Three Board of Directors minutes e-mailed to you monthly, please send your request to: linda@mutual3.com

RESOLUTIONS IN THE REGULAR MONTHLY MEETING OF APRIL 13, 2018

04/13/18 RESOLVED, To ratify the phone poll vote taken on March 13, 2018, to accept the bid proposal from M.J. Jurado for sidewalk replacement at Buildings 6, 25, 26, 27, 24, 23 and 21, at a cost not to exceed $69,289.75, and authorize the President to sign the contract and sent to the attorney for review.

RESOLVED, To ratify the phone poll vote taken on March 22, 2018, to approve the transfer of $20,000, from First Foundation Bank to US Bank to satisfy the cash flow needs.

RESOLVED, To approve the BrightView proposal to lower the mow line, and reseed 32,173 square feet of turf, at cost not to exceed $6,421.56, and authorize the President to sign the contract.

RESOLVED, That the Green Parking zones, that currently allow for short term parking to not exceed 15 – 30 minutes, be changed to Yellow Parking zones to allow for Passenger loading and unloading for a time limit to not exceed 30 minutes and allow addition of Red Parking zones as needed for safety and Emergency vehicle clearance.

RESOLVED, To approve the proposal submitted by MJ Jurado to paint the Mutual Three curbs with parking restrictions, at a cost not to exceed $2,200, and authorize the President to sign the contract.

RESOLVED, To approve the proposal submitted by MJ Jurado to paint stop signs within Mutual Three, and apply the previous approval of funds in the amount of $700, towards the total payment of $1,500, and authorize the President to sign the contract.

RESOLVED, To not authorize GRF to negotiate a mutually beneficial bulk cable service agreement.

RESOLVED, To accept the 2017 GRF Excess Income distribution of $8,376 and to deposit the funds in the Operating Reserves.

RESOLVED, To approve the transfer of funds in the amount of $600,000 from Roofing Reserves to Infrastructure Reserves.

April 2018 CFO's Report

a. Allocation of 2017 GRF Excess Income:

On March 27th The Board of Directors of the Golden Rain Foundation passed a motion to distribute its 2017 excess income of $128,128 to all Mutuals. Our Mutual 3's pro-rata amount is $ 8,376 and will be included in the monthly settlement amount in April. I recommend the Board to put this windfall into the Operating Reserve Fund.

b. Reserve Balance as of February 28th:

The total Reserve balance at the end of February is $ 2,579,818, which includes:

-Appliance Reserve:	$35,192.
-Painting Reserve:	$209,115.
-Operating Reserve:	$176,820.
-Roofing Reserve:	$2,040,762.
-Emergency Reserve:	$31,554.
-Infrastructure Reserve:	$77,303.
-Capital Reserve:	$9,072.

The reason the Infrastructure Reserve is down to $ 77,303 is that we paid $49,000 in February for the sewer re-lining of Building 4 and we set aside $447,300 as Project Commitments for the re-piping project. However, this Project Commitments amount is obviously not enough for the big project of re-piping all buildings. An estimated transfer of funds in the amount of $ 600,000 from Roofing Reserves to Infrastructure Reserves will be needed.

Thank you,

Phu Ngo
CFO

1003 Seal Beach Mutual No. Three
Financial Statement Recap
02/28/2018

P.O. Box 2069
Seal Beach CA 90740

Feb Actual	Feb Budget		2018 Y-T-D Actual	2018 Y-T-D Budget
101,339	101,339	Carrying Charges	202,677	202,678
45,637	45,637	Reserve Funding	91,273	91,274
146,975	**146,976**	**Total Regular Assessments**	**293,950**	**293,952**
1,464	2,074	Service Income	3,308	4,148
1,170	1,668	Financial Income	2,448	3,336
4,351	2,518	Other Income	4,220	5,036
6,986	**6,260**	**Total Other Income**	**9,976**	**12,520**
153,961	**153,236**	**Total Mutual Income**	**303,926**	**306,472**
65,966	65,966	GRF Trust Maintenance Fee	131,932	131,932
10,023	11,331	Utilities	20,170	22,662
2,115	1,491	Professional Fees	2,407	2,982
0	26	Office Supplies	0	52
24,881	18,858	Outside Services	38,554	37,716
8,071	9,927	Taxes & Insurance	20,135	19,854
45,637	45,637	Contributions to Reserves	91,273	91,274
156,693	**153,236**	**Total Expenses Before Off-Budget**	**304,471**	**306,472**
(2,732)	**0**	**Excess Inc/(Exp) Before Off-Budget**	**(545)**	**0**
2,815	0	Depreciation Expense	4,539	0
(5,547)	**0**	**Excess Inc/(Exp) After Off-Budget**	**(5,084)**	**0**
		Restricted Reserves		
(1,593)	0	Appliance Reserve Equity	35,192	0
3,500	0	Painting Reserve	209,115	0
3,748	0	Contingency Operating Equity	176,820	0
15,001	0	Roofing Reserve	2,040,762	0
864	0	Emergency Reserve Equity	31,554	0
(437,424)	0	Infrastructure Reserve	77,303	0
(415,905)	**0**	**Total Restricted Reserves**	**2,570,746**	**0**

Mutual Administration Director's Report
April 2018

If an overabundance of personal belongings gets in the way of living your life comfortably, speak to your healthcare professional. It can be difficult to let go of personal items, but there is help!

You may also contact the Member Resources and Assistance Liaison, Cindy Tostado at (562) 431-6586, extension 317.

Collecting and keeping too many things in your Unit, or on your patio/porch, might present a clear and present danger of rodent and insect infestation, and even the possibility of creating a fire hazard within your Unit.

Please note: It is against the Law to place electronic waste, smoke detectors, batteries, paint cans, sharps, pesticides and herbicides, auto parts and light bulbs, including fluorescent light bulbs, in either the GREEN or the WHITE Waste Containers.

Large items:
Furniture, mattresses, tables, chairs and all other large items must be taken to the North-West corner of Seal Beach Leisure World.

DO NOT leave any large items around the waste bin areas.

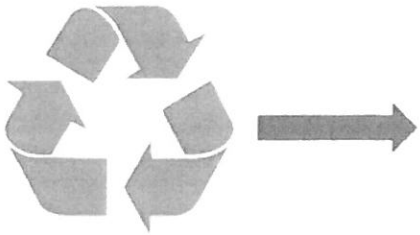
An assessment per item may be brought against an individual Unit for leaving these items in or around the waster bin areas.

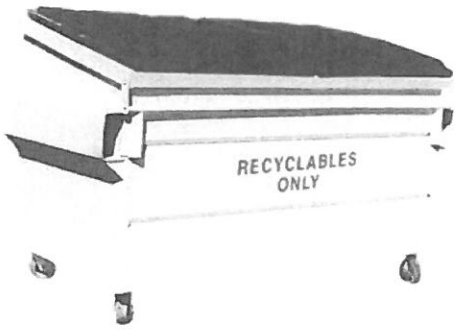
If you are not sure or have any questions regarding proper disposal of any items, please ask your Building Captain or Mutual Director for clarification.

GUIDE TO RECYCLING...

SEPARATING RECYCLE PRODUCTS FROM TRASH

CALMET (the waste collection agency serving Leisure World) has provided a S.O.R.T. (Saving Our Resources Together) Guide for the disposal of products from the home. Plastic bags CANNOT be recycled. Please be sure to place recyclables from plastic bags into WHITE bin and place plastic bags into the GREEN trash bin.





RECYCLABLES

GLASS

- *Clear*
- *Brown*
- *Green*
- *Liquor*
- *Soft Drink*
- *Juice & Food Jars*

METAL

- *Aluminum Foil*
- *Aerosol Cans (Empty)*
- *Food Cans & Lids*
- *Wire Coat Hangers*
- *Soda & Juice Cans*

PLASTIC

- *Milk Jugs*
- *Soda, Juice & Water*
- *Soap Bottles*
- *Containers with Numbers 1-7*

PAPER

- *Newspaper*
- *Junk Mail & Magazines*
- *Envelopes & Paper*
- *Wrapping Paper (non-metallic)*
- *Cereal Boxes*
- *Egg Cartons*
- *Paper Shopping Bags*
- *Phone Books*
- *Cardboard Boxes (flattened)*
- *Juice Drink Boxes*

MINUTES OF THE SPECIAL (AGENDA) MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL THREE

April 3, 2018

A Special Meeting of the Board of Directors of Seal Beach Mutual Three was called to order by President Ginthner at 11:00 a.m. on Tuesday, April 3, 2018, in Building 5, Physical Property Conference Room, 2nd Floor.

Those members present were: President Ginthner, Vice President Campbell, Secretary Hileman and Directors Blake, Harris and Turis. Chief Financial Officer Ngo was absent.

The purpose of the meeting was to discuss agenda items for the April 13, 2018, Regular Monthly Board Meeting.

President Ginthner adjourned the meeting at 12:00 p.m.

Judith Hileman

Attest
Judith Hileman, Secretary
SEAL BEACH MUTUAL THREE
ka:04/06/18