

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE  
BOARD OF DIRECTORS  
SEAL BEACH MUTUAL FOURTEEN  
February 21, 2023**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Fourteen was called to order by Vice President Stefun at 1:00 p.m. on Tuesday, February 21, 2023, followed by the *Pledge of Allegiance* via Zoom Video and Building 5, Conference Room B.

**SHAREHOLDER COMMENTS**

Several shareholders made a comment.

**ROLL CALL**

Present: President Melody (via zoom), Vice President Stefun, Secretary Moore, Chief Financial Officer Rosenfeld, Director Nevin, Directors Supple, and Shaddow.

Guests: Seven Mutual Fourteen shareholders (via zoom)  
Five Mutual Fourteen shareholders (in-person)

Staff: Ms. Hopkins, Mutual Administrative Director (via zoom)  
Mr. Meza, Building Inspector  
Ms. Barua, Portfolio Specialist  
Ms. Equite, Assistant Portfolio Specialist  
Ms. Lee, Assistant Portfolio Specialist

**MINUTES**

The Regular Meeting Minutes of January 17, 2023 were approved by general consent of the board, as stated.

**BUILDING INSPECTORS REPORT**

Building Inspector Meza presented his report (attached).

Following a discussion and upon a MOTION duly made by Director Shaddow and seconded by Chief Financial Officer Rosenfeld, it was

RESOLVED to approve the patio proposal for Unit 14-018-G. Work to be done at the shareholder's expense.

The MOTION passed with five "yes" votes (Melody, Stefun, Rosenfeld, Nevin, Supple) and two "no" votes (Moore and Shaddow).

Following questions Mr. Meza left the meeting at 1:22 p.m.

**SECRETARY/CORRESPONDENCE**

No correspondence received.

**PRESIDENT’S REPORT**

President Melody provided an update.

**VICE PRESIDENT’S REPORT**

Vice President Stefun provided no update.

**CHIEF FINANCIAL OFFICER’S REPORT**

Chief Financial Officer Rosenfeld presented her report (attached).

**CONSENT CALENDAR**

Following a discussion and upon a MOTION duly made by Chief Financial Officer Rosenfeld and seconded by Director Shaddow, it was,

RESOLVED that the Board authorizes the following transfers funds, per detailed and dated resolutions, by consent calendar.

<b>Transfer/ Invoice Date</b>	<b>Amount</b>	<b>Originating/Destination Accounts or Payee</b>
12/2/2022	\$17,490.00	Invoice # 1158 Check # 11565 – MJ Jurado
01/18/2023	\$10,794.00	Invoice # Multiple Check # 11570 – J & J Landscaping
01/18/2023	\$17,490.58	US Bank Restricted Money Mkt. to US Bank Non-Restr. Money Mkt
01/19/2023	\$20,000.00	US Bank Non-Restr. Money Mkt. to US Bank Checking
01/19/2023	\$28,830.00	Invoice # 120231-1 Check # 11572 – MP Construction
01/27/2023	\$33,195.50	US Bank Checking to US Bank Non-Restr. Money Mkt.
02/06/2023	\$77,462.70	US Bank Checking to GRF – US Bank Checking
02/06/2023	\$167,962.96	ACH – Direct Debit from multiple shareholders to US Bank Checking
02/07/2023	\$72,706.79	US Bank Checking to US Bank Impound (Property Taxes)

The MOTION passed unanimously with ROLL CALL vote.

**UNFINISHED BUSINESS**

Following a discussion and upon a MOTION duly made by Chief Financial Officer Rosenfeld and seconded by Director Nevin, it was

RESOLVED to ratify the proposed rule change by amending Article III – Architectural Guidelines, Section 3.2 – GRF Permit for Building Alterations/Additions Fine Increase and exhibit “D” Fine Schedule of the Rules & Regulations; the 28-day posting requirement has been met.

The MOTION passed unanimously with ROLL CALL vote.

**BOARD OF DIRECTORS  
MUTUAL FOURTEEN**

**February 21, 2023**

Following a discussion and upon a MOTION duly made by Director Shaddow and seconded by Chief Financial Officer Rosenfeld, it was

RESOLVED to ratify proposed rule change by amending Article II – Operating Rule Change, Section 2.6 – Health Care Providers (Permitted Health Care Residents/Caregivers) of the Rules & Regulations; the 28-day posting requirement has been met.

The MOTION passed unanimously with ROLL CALL vote.

**NEW BUSINESS**

Following a discussion and upon a MOTION duly made by Chief Financial Officer Rosenfeld and seconded by Director Shaddow, it was

RESOLVED to approve that the review of the Mutuals' operating accounts, reserve accounts, current year's actual operating revenues and expenses compared to the current year's budget, the latest account statements prepared by financial institutions where the mutual has its operating and reserve accounts, and the income and expense statement for the mutual's operating and reserve accounts have been approved; and, further, that per Civil Code Section 5500(a)-(f), the check register, monthly general ledger, and delinquent assessment receivable reports have been reviewed for the month of January 2023.

The MOTION passed unanimously with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Chief Financial Officer Rosenfeld and seconded by Director Nevin, it was

RESOLVED to approve M. J. Jurado contract for sidewalk adjustment, at a cost not to exceed \$25,578. Funds to come from Infrastructure and authorize the President to sign any necessary documentation.

The MOTION passed unanimously with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Nevin and seconded by Chief Financial Officer Rosenfeld, it was

RESOLVED to propose a rule change by amending Article V – Landscape Maintenance Manual, Section 5.20 – Flag Pole of the Rules & Regulations and approve 28-day posting of notice of the proposed rule change. The proposed rule change will be considered by the board at the next scheduled meeting following review of any shareholder comments received.

The MOTION passed unanimously with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Supple and seconded by Chief Financial Officer Rosenfeld, it was

RESOLVED to approve a donation to 'Boots on the Ground' to help with expenses in publishing an Emergency Preparedness Booklet, as per a request from Eloy Gomez – Safety & Emergency Coordinator, at a cost not to exceed \$150. Funds to come from Operating Expenses and authorize the President to sign any necessary documentation

The MOTION passed unanimously with ROLL CALL vote.

**PORTFOLIO SPECIALIST'S REPORT**

Portfolio Specialist Barua presented the Portfolio Specialist Report (attached).

**COMMITTEE REPORTS**

Physical Property Committee

Vice President Stefun provided an update.

Landscape Committee

Director Nevin provided an update.

Emergency Information Committee

Director Shaddow provided an update (attached).

Parking Report

Director Shaddow provided an update (attached).

Caregivers

Director Supple provided an update.

Pet Committee

Director Supple provided an update.

**GRF GENERAL PROJECT UPDATES**

President Melody provided an update.

**DIRECTORS COMMENTS**

Several Directors made a comment.

**ANNOUNCEMENTS**

- a. **NEXT BOARD MEETING:** Tuesday, March 21, 2023, at 1:00 p.m. held in Building 5, Conference Rm B and Zoom/Video Conference Call.

**ADJOURNMENT**

Vice President Stefun adjourned the meeting at 2:09 p.m. and announced that there would be an executive session following the meeting.

**National Suicide Prevention Hotline Link and phone number -**  
<https://988lifeline.org/current-events/the-lifeline-and-988/>  
**Phone Number # 1-800-273-TALK (8255)**

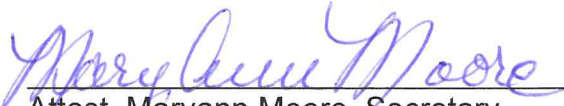
**EXECUTIVE SESSION SUMMARY**

The Mutual Board met in Executive Session on, February 21, 2023, at 2:26 p.m., and took the following actions:

The Board approved the Executive Session Meeting Minutes of January 17, 2023.

1. Legal Matters
  - a. Several legal matters were discussed.
2. Contracts
  - a. No contracts were discussed.
3. Assessments / Delinquencies
  - a. Several letters were drafted.
  - b. Several files were closed.
  - c. Several files to monitor.
4. Disciplinary Hearings
  - a. One disciplinary hearing occurred.

The Executive Session was adjourned at 3:19 p.m.

  
Attest, Maryann Moore, Secretary  
SEAL BEACH MUTUAL FOURTEEN  
RB/DE 02/21/23

## INSPECTOR MONTHLY MUTUAL REPORT

<b>MUTUAL: (14) Fourteen</b>		<b>INSPECTOR: Mike Meza</b>
<b>MUTUAL BOARD MEETING DATE: February, 2023</b>		

### PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR
02-D	CART PAD AND WALK	GRF	12/01/22	02/01/23	NONE		J&J LANDSCAPING
02-F	FLOORING	GRF	12/30/22	01/30/23	NONE	FINAL 02/06/23	KARY'S CARPETS
14-A	PATIO	GRF	01/01/23	03/01/23	NONE		VICKERS CONSTRUCTION
19-F	UNIT REMODEL	BOTH	04/01/22	01/30/23	Yes	BROWN COAT 10/24/22	GRECO
23-C	FLOORING	GRF	01/01/23	02/01/23	NONE		KARY'S CARPETS
24-E	FLOORING	GRF	01/30/23	02/28/23	NONE	FINAL 02/10/23	KARY'S CARPETS
25-E	KITCHEN REMODEL	BOTH	11/21/22	01/21/23	NONE		OGAN CONSTRUCTION
25-E	UNIT REMODEL	BOTH	01/03/22	04/03/23	NONE	DRYWALL 01/04/23	OGAN CONSTRUCTION
30-H	ABATEMENT	GRF	01/30/23	02/01/23	NONE	FINAL 02/09/23	BERGKVIST
33-C	ROOM ADDITION	BOTH	02/14/23	07/28/23	NONE		MARCO CONSTRUCTION
48-G	PATIO AND COVER	GRF	11/10/22	01/20/23	NONE		LOS AL BUILDERS
49-I	NEW PATIO	GRF	01/16/22	03/03/23	NONE		BERGKVIST
50-D	CENTRAL AIR SYSTEM	BOTH	12/21/23	03/21/23	NONE	FINAL 02/15/23	GREENWOOD

### ESCROW ACTIVITY

Unit #	NMI	PLI	NBO	FI	FCOEI	ROF	ACTIVE, CLOSING, CLOSED, NMI
							<b>10    2    0    1</b>
2-F		11/02/22					
13-D	01/27/2023						
13-E		11/16/22					
13-H		01/19/23					
17-B		01/06/23	01/25/23	01/30/23	02/13/23		
19-H		07/27/22					
21-H		02/02/23					
23-F		10/26/22					
24-B		01/06/23					
24-E		08/25/22					
32-H		09/02/22					
33-B		12/27/22	02/16/23				
53-E		12/27/22	02/08/23				

**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
J&J LANDSCAPE                      OCTOBER 31, 2024	Landscaping & Irrigation
EMPIRE PIPE                              DECEMBER 31, 2022	Annual inspection Out going line only
FENN    MAY 31, 2023	Pest and rodent control services
FENN PEST AND TERMITE                      JUNE 30, 2023	Bait station maintenance
MP CONSTRUCTION	Electrical panel installation completed. drywall repair and paint is on going

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(14) Fourteen**

INSPECTOR: **Mike Meza**

MUTUAL BOARD MEETING DATE: **February, 2023**

## SPECIAL PROJECTS/ REQUEST

Contractor	Discription of Work
MJ JURADO	New sidewalk building 16 G thru F

## SHAREHOLDER AND MUTUAL REQUEST

19-K Inspect unit	Inspect mutual sidewalks
28-A No hot water	Assist Seal Beach City with water mainline repair
24-A Ceiling repair	
48-A Electrical issues	
28-I Bath fan not working	
29-E Open door for Advance Painting	
26-B Inspect tile lifting in porch	
13-A Door will not lock	
30-D Back to Back disposal stoppage	
52-K Service ceiling heat	
26-G Inspect ceiling fan	
33-D Outlet not working	

CFO Report for February  
Meeting

Per the Jan 31, 2023 financial statement Mutual 14 is in good shape. Our reserves are at \$866,224. Last year our reserves at this time were \$643,920 .Mutual 14 has a surplus of (\$3,504).

There are no major projects planned, so our reserves will continue to grow.

Respectfully submitted

Adrienne Rosenfeld



P.O. Box 2069  
Seal Beach CA 90740

Jan Actual	Jan Budget		2023 Y-T-D Actual	2023 Y-T-D Budget
100,179	100,178	Carrying Charges	100,179	100,178
38,568	38,568	Reserve Funding	38,568	38,568
<b>138,747</b>	<b>138,746</b>	<b>Total Regular Assessments</b>	<b>138,747</b>	<b>138,746</b>
443	518	Service Income	443	518
1,410	1,055	Financial Income	1,410	1,055
500	4,011	Other Income	500	4,011
<b>2,353</b>	<b>5,584</b>	<b>Total Other Income</b>	<b>2,353</b>	<b>5,584</b>
<b>141,100</b>	<b>144,330</b>	<b>Total Mutual Income</b>	<b>141,100</b>	<b>144,330</b>
63,379	63,379	GRF Trust Maintenance Fee	63,379	63,379
8,361	11,690	Utilities	8,361	11,690
190	1,033	Professional Fees	190	1,033
81	39	Office Supplies	81	39
14,628	18,752	Outside Services	14,628	18,752
12,389	10,870	Taxes & Insurance	12,389	10,870
38,568	38,568	Contributions to Reserves	38,568	38,568
<b>137,596</b>	<b>144,331</b>	<b>Total Expenses Before Off-Budget</b>	<b>137,596</b>	<b>144,331</b>
<b>3,504</b>	<b>(1)</b>	<b>Excess Inc/(Exp) Before Off-Budget</b>	<b>3,504</b>	<b>(1)</b>
13,552	0	Depreciation Expense	13,552	0
<b>(10,048)</b>	<b>(1)</b>	<b>Excess Inc/(Exp) After Off-Budget</b>	<b>(10,048)</b>	<b>(1)</b>
		<b>Restricted Reserves</b>		
655	0	Appliance Reserve Equity	27,436	0
4,467	0	Painting Reserve	202,126	0
4,097	0	Contingency Operating Equity	179,362	0
23,857	0	Roofing Reserve	414,443	0
4,872	0	Infrastructure Reserve	42,856	0
<b>37,948</b>	<b>0</b>	<b>Total Restricted Reserves</b>	<b>866,224</b>	<b>0</b>

## PARKING REPORT

There have been several issues with Residents not parking with in the designated lines. This is causing a shortage of parking spaces when a home is having construction done on it.

By not parking with in the lines you are taking up 2 spaces and making it difficult for your neighbor to park their car.

It takes 2 seconds to step out of your car and check if your car is with in the parking spot. This is especially an issue with the parking along the walls of homes.

Please be considerate of others. We all need to remember that we are living in here together.

*Respectfully Submitted  
Nayana Shadda  
Parking Chair*

## EMERGENCY PREPARDNESS

There was no meeting this month, from now on the committee will meet every other month.

Daylight savings time is Sunday March 12<sup>th</sup>. That means for many of us extending driving times in the evening.

Cert will be holding an informational meeting for our shareholders on Earthquake prep before, during and after a quake hits. It will be held on Friday Feb 24<sup>th</sup> at 10 am in clubhouse 3 room 9..

Respectfully submitted,

Maryann Shaddow

Emergency Info Chair

# **PORTFOLIO SPECIALIST REPORT**

**February 2023**

**Election time is here!**



**If you wish to run for a director's position on the Mutual Board and be included on the ballot for your Mutual election, please see the staff in the Stock Transfer Office in the Administration Building window on the first floor for a candidate's application form.**

**Please see the 2023 GRF & Mutual Election and Annual Meeting Schedule in LW Weekly.**



*all that's missing is U!*