

**MINUTES OF THE REGULAR MONTHLY MEETING OF  
THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL FOUR  
April 10, 2024**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Four was called to order, following the Open Forum for shareholders to address the Board, by President Kuhl at 8:46 a.m. on Wednesday, April 10, 2024, in Bldg. 5, Conference Room B and via Zoom Conference Call.

**PLEDGE OF ALLEGIANCE**

Chris Aguero called the Pledge of Allegiance.

**ROLL CALL**

Present: President Kuhl, Vice President Glasser, Secretary Falconer, Chief Financial Officer Green, Directors Potter, Cross, and Aguero

GRF Representative: Ms. Gerber (**absent**)

Guests: One Mutual Four shareholders (**in person**)  
One Mutual Four shareholders (**via zoom**)

Staff: Mr. Moore, Building Inspector  
Ms. Barua, Sr. Portfolio Specialist (**via zoom**)  
Ms. Kong, Portfolio Specialist

**MINUTES**

Following a discussion and upon a MOTION duly made by President Kuhl and seconded by Secretary Falconer, it was

RESOLVED to approve the Regular Meeting Minutes of March 13, 2024, as presented.

The MOTION passed unanimously.

**BUILDING INSPECTOR'S REPORT**

Building Inspector, Moore presented his report (attached).

Following a discussion and upon a MOTION duly made by President Kuhl and seconded by Director Aguero, it was

RESOLVED to approve Progressive Builder's proposal # 19234 for interior remodel as outlined in proposal for unit# 37-I. Work to be done at

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shareholder's expense. Amendments to include flood stops and J & J Landscaping to handle all irrigation work.

The MOTION passed unanimously.

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

RESOLVED to approve J.C. Kress proposal # 19290 for interior renovation as outlined in proposal for unit # 74-L. Work to be done at shareholder's expense. Amendments to include flood stops and J & J Landscaping to handle all irrigation work.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Director Cross and seconded by President Kuhl, it was

RESOLVED to approve Cal Custom Interiors, Inc. proposal # 10010 to work on concrete curbs and handrail as outlined in proposal for unit # 83-G. Work to be done at shareholder's expense.

The MOTION passed unanimously.

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

RESOLVED to propose a rule change by amending Rule 04-7530-1-Withdrawal Inspection by increasing from \$7,500 to \$9,500 of the Rules and 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.

Following questions, Building Inspector Moore left the meeting at 9:31 a.m.

**GRF REPRESENTATIVE REPORT**

No report.

**SECRETARY'S REPORT / CORRESPONDENCE**

Secretary Falconer received no correspondence.

**CHIEF FINANCIAL OFFICER'S REPORT**

Chief Financial Officer Green provided several updates.

**UNFINISHED BUSINESS**

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

**RESOLVED to amend resolution dated 3/9/22, “RESOLVED to authorize Doneen Electric Inc. to assist and advise on the SCE Charge Ready Program for Mutual 4. Specifically, the installation and maintenance of 42 Electrical Vehicle Charging Stations for a total cost of \$316,369.20 with a contingency of plus or minus 3%. Funds to come from SCE Grant, no payments from Mutual 4 until rebate money is paid from Edison and authorize the President to sign the contract pending attorney review and approval.” Doneen’s invoice to Mutual for the work done shall be paid directly to Doneen prior to the SCE rebates being received by the Mutual. All amounts set forth under the Agreement and/or SCE shall remain as is and as calculated previously by SCE. Doneen hereby agrees that the invoice amounts paid by Mutual shall constitute payment in full and shall proceed without delay to promptly (within five (5) days) issue paid invoices to Mutual upon receipt of payment so that Mutual can provide evidence of such paid invoices to SCE in order to obtain the expected rebates. Funds of \$293,775.20 to come from Infrastructure Reserves for “Infrastructure Installation” at carpports 51-59 and \$31,500.00 to come from Accounts Receivable (operating) in anticipation of receiving SCE rebates for “Installation of EV Chargers” at carpports 51-59.**

The MOTION passed with six “yes” (Kuhl, Glasser, Falconer, Potter, Aguero, and Cross) and one “recusal” (Green).

Following a discussion and upon a MOTION duly made by Chief Financial Officer Green and seconded by Vice President Glasser, it was

**RESOLVED to ratify proposed rule change by amending Rule 04-7701-1-Personal Property and Liability Insurance and 04-7701-4 – Personal Property and Liability Insurance Form of the Rules and Regulations; the 28-day posting requirement has been met.**

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Kuhl and seconded by Vice President Glasser, it was

**RESOLVED to ratify proposed rule change amending Rule 04-7496-1 – Electric Vehicle Charging Station Rules of the Rules and Regulations; the**

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28-day posting requirement has been met.

The MOTION passed unanimously.

**NEW BUSINESS**

Following a discussion and upon a MOTION duly made by Chief Financial Officer Green and seconded by Vice President Glasser, it was

RESOLVED to acknowledge, per the requirements of the Civil Code Section 5500(a)-(f), a review of the 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, an income and expense statement for the Mutual's operating and reserve accounts, the check registers, monthly general ledger and delinquent assessment receivable reports for the month of March 2024.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Vice President Kuhl and seconded by Chief Financial Office Green, it was

RESOLVED to cancel Mutual Four's Wednesday, May 8, 2024, regular monthly meeting due to the 2024 annual elections.

The MOTION failed unanimously.

**PORTFOLIO SPECIALIST'S REPORT**

Portfolio Specialist Kong submitted her report (attached).

**COMMITTEE REPORT**

Member Services Committee

Secretary Falconer provided several updates.

Facilities Committee

Director Potter provided no update.

Operations Committee

Director Cross provided no update.

Administration Committee

President Kuhl provided several updates.

Landscape Committee

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Secretary Falconer provided no update.

Special Events Committee

Vice President Glasser provided no update.

Electric Vehicle Committee

Chief Financial Officer Green provided an update.

**ANNOUNCEMENTS**

**NEXT MEETING: Wednesday, May 8, 2024, Open Forum begins at 8:30 a.m. and the Meeting begins at 8:45 a.m. in Building 5, Conference Room B, and via Zoom Conference Call.**

**ANNUAL MEETING: Wednesday, May 22, 2024**

**DIRECTOR'S COMMENTS**

Several Directors made a comment.

**SHAREHOLDER COMMENTS**

No shareholder made a comment.

**ADJOURNMENT**

There being no further business to conduct, President Kuhl adjourned the meeting at 11:41 a.m. and announced there would be an executive session following the meeting to discuss member issues.

**EXECUTIVE SESSION SUMMARY**

The Board met in Executive Session on April 10, 2024, at 11:41 a.m., and took the following actions:

The Mutual Four Board of Directors approved the executive session minutes of March 13, 2024.

1. Legal Matters
  - a. None were discussed.
2. Contracts
  - a. None were discussed.
3. Assessments / Delinquencies
  - a. Several were discussed.
4. Disciplinary Hearings
  - a. No disciplinary hearing occurred.

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Attest, Cheryl Falconer, Secretary  
SEAL BEACH MUTUAL FOUR  
DK 04/10/24

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## MUTUAL 4 INSPECTOR'S REPORT

MUTUAL: **(04) FOUR**      DATE: **APRIL**      INSPECTOR: **Darrien Moore**

### PERMIT ACTIVITY

UNIT #	WORK DESCRIPTION	GRF/CITY PERMIT	START DATE	FINISH DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR
37-I	Remodel	BOTH	02/20/24	08/29/24	NO		Progressive Builders
38-I	Flooring	GRF	04/15/24	05/30/24	NO		Karys Carpet
40-E	Flooring	GRF	02/24/24	04/24/24	NO		Bixby Plaza
42-D	Cement Strip	GRF	02/29/24	03/15/24	NO		Anguiano
42-H	Patio	BOTH	03/25/24	06/29/24	NO		Bruno Alvarez
44-H	Flooring	GRF	03/15/24	04/30/24	NO	FINAL - 03/29/24	Karys Carpet
47-I	Remodel	BOTH	06/27/22	03/01/23	YES	FINAL - 04/01/24	Handycrew
73-E	Flooring	GRF	04/05/24	05/30/24	NO		Karys Carpet
74-F	Cart Pad	GRF	02/20/24	05/02/24	NO		J&J Landscape
74-L	Remodel	BOTH	03/21/24	04/15/24	NO		J.C Kress
79-G	Cabinets/Fridge	Both	02/21/24	08/21/24	NO	FINAL - 04/01/24	Cal Custom
80-J	Remodel	BOTH	10/30/23	10/30/24	NO	HALF FINAL - 01/16/24	Cal Custom
83-G	Rail	GRF	03/25/24	06/24/24	NO		Cal Custom
84-I	Popcorn/Remodel	BOTH	10/05/23	04/30/24	NO	FINAL - 04/02/24	MP Construction
84-J	Kitchen	BOTH	01/20/24	03/30/24	NO	FINAL - 03/28/24	Mamuschia Construction
86-K	Heat Pump	Both	03/11/24	03/22/24	NO		GreenCat Inc
87-K	Windows	GRF	03/26/24	06/26/24	NO		Bodies Glass
89-D	Flooring	GRF	02/15/24	03/30/24	NO	FINAL - 03/08/24	Karys Carpet

### ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FINAL	FCOEI	RELEASE OF FUNDS	ACTIVE	CLOSING	CLOSED
37-D		01/12/24							
40-E		10/12/23	01/12/24	01/12/24					
46-F		10/12/23							
50-A		09/27/22							
50-F		04/20/23	06/08/23	06/13/23	06/23/23				
50-L		01/25/24	03/29/24	03/29/24					
51-G		04/20/23							
73-F		10/27/23	12/28/23	12/28/23					
74-L		11/21/23							
76-E		09/15/23							
77-E		03/20/23	06/06/23	06/06/23	06/16/23		13	3	20
77-I		01/24/24							
79-A		06/28/23	10/02/23	10/02/23	10/12/23				
79-E			01/17/24	01/25/24	01/18/24				
79-L		11/27/23							
80-J		06/22/23	09/14/23	09/18/23					
83-F		12/19/23	01/22/24	01/26/24	02/07/24				
82-L		08/03/23	08/28/23	09/13/23	10/10/23				
83-L		10/02/23	12/06/23	12/12/23	12/25/24				
89-D		08/11/23							

NMI = New Member Inspection    PLI = Pre-Listing Inspection    NBO = New Buyer Orientation  
FCOEI = Final Close of Escrow Inspection

### CONTRACTS & PROJECTS

CONTRACTOR	PROJECT	EXPIRATION
J & J Landscape	Landscape Maintenance	11/1/2026
Fenn Pest Control	Termite Inspections	5/31/2026
Fenn Pest Control	Bait Station Maintenance	6/30/2026
Empire Pipe Ceaning	Pipe Cleaning	12/31/2025

### SHAREHOLDER & MUTUAL REQUESTS

SHAREHOLDER	MUTUAL
	50-I Water Damage

# Portfolio Specialist Report

**APRIL 2024**

- Your vote will elect those responsible for fulfilling a fiduciary responsibility of upholding the rules and regulations of the community.
- Ballots will be mailed out soon, please get out and vote for your mutual directors!

