

**AGENDA**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL TEN**  
**September 22, 2021**  
**Meeting begins at 9:00 a.m.**  
**Zoom Video and Call Conference Meeting**

**TO ATTEND ON ZOOM:** The Shareholder will be provided with instructions on how to access the call via Zoom/telephone upon the Shareholder contacting Mutual Administration and requesting the log-in information. Please submit your information, including your name, Unit number, and telephone number, via e-mail at [mutualsecretaries@lwsb.com](mailto:mutualsecretaries@lwsb.com) or by calling (562) 431-6586 ext. 313, by no later than 3:00 p.m., the business day before the date of the meeting.

**TO PROVIDE COMMENTS DURING MEETING VIA ZOOM:** In order to make a comment during the open Shareholder Comments, the Shareholder must (i) notify their designated 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 at [mutualsecretaries@lwsb.com](mailto:mutualsecretaries@lwsb.com), no later than 3:00 p.m. on Tuesday, 09/21/2021, the business day before the date of the meeting.

1. CALL TO ORDER/ BOARD ROOM DECORUM
2. SHAREHOLDERS' COMMENTS (2-3 minutes per shareholder)
3. ROLL CALL
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Carol Levine, GRF Representative  
Carolyn Miller, Director of Finance  
Mike Meza, Building Inspector  
Ryan Quental, Building Inspector  
Ripa Barua, Portfolio Specialist  
Josh Monroy, Recording Secretary

5. GUEST SPEAKER Ms. Miller
  - a. Discuss and vote to approve the 2022 Operating Budget for Mutual 10 (p.3)
  - b. Discuss and vote to accept the CliftonLarsonAllen LLP Engagement Letter (pp.4-17)
6. APPROVAL OF MINUTES
  - a. **Regular Meeting Minutes of August 25, 2021**
  - b. **Special Board Meeting Minutes of August 27, 2021 (p.18)**
  - c. **Special Board Meeting Minutes of September 09, 2021 (p.19)**
7. CONSENT CALENDAR
  - a. Discuss and vote to authorize transfers of funds for Mutual Ten (p.20)
8. GRF REPRESENTATIVE Carol Levine
9. BUILDING INSPECTOR'S REPORT Michael Meza

Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (pp.21-22)

- a. Discuss and vote to approve light tree trimming (pp.23-24)
- b. Discuss and vote to approve trimming bottle brush tree (pp.25-26)
- c. Discuss and vote to approve reseeding the Mutual (pp.27-28)

#### **10. UNFINISHED BUSINESS**

- a. Discuss and vote to ratify rescinded Policy 7709.1 – Escape Tax Deposit (pp.29-30)

#### **11. NEW BUSINESS**

- a. Discuss and vote to rescind Policy 7510.10 – Eligibility Requirements (pp.31-34)
- b. Discuss and vote to adopt Procedure 10-7510-3 – Eligibility Requirements (pp.35-38)
- c. Discuss and vote to approve M10's Annual Election Date in May 2022 (p.39)
- d. Discuss amending Policy 7557.10 – Caregivers (pp.40-41)

#### **STAFF BREAK BY 11:00 a.m.**

#### **12. SECRETARY/ CORRESPONDENCE**

John Stipcich

#### **13. CHIEF FINANCIAL OFFICER'S REPORT**

Michael Giles

- a. Approval of Mutual Monthly Finances (p.42)

#### **14. PORTFOLIO SPECIALIST REPORT**

Ripa Barua

#### **15. ANNOUNCEMENTS – DATES TO REMEMBER**

- a. **NEXT REGULAR MONTHLY MEETING: Wednesday, October 27, 2021, 9:00 a.m. Location: via Zoom Video and Call Conference Meeting**

#### **16. COMMITTEE REPORTS**

- a. Physical Property Committee
- b. Landscape Committee
- c. Emergency Information Council

#### **17. DIRECTORS' COMMENTS**

#### **18. ADJOURNMENT**

#### **19. EXECUTIVE SESSION**

- a. Legal Matters
- b. Contracts
- c. Assessments / Delinquencies
- d. Disciplinary Hearings

**STAFF WILL LEAVE THE MEETING BY 12:00 p.m.**