

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
September 25, 2023

Open Forum begins at 9:15 a.m. – Meeting begins at 9:30 a.m.

Building 5, Conference Room B
and via Zoom Video/ Conference Call

TO ATTEND: 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.

TO MAKE COMMENTS DURING MEETING: In order to make a comment during the open Shareholder forum, the Shareholder must submit their name, Unit number, and telephone number, via e-mail at mutualsecretaries@lwsb.com, by no later than 3:30 p.m., on 09/22/2023, the business day before the date of the meeting. If you do not have access to an email, please call (562)431-6586 ext. 313 and let us know that you wish to make a comment during the open shareholder forum.

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. INTRODUCTION OF GRF REPRESENTATIVE, STAFF AND GUEST(S)

Ms. Thompson, GRF Representative
Mr. Meza, Building Inspector
Ms. Barua, Sr. Portfolio Specialist
Ms. Kong, Assistant Portfolio Specialist

4. APPROVAL OF MINUTES
 - a. **Regular Meeting Minutes of August 28, 2023**
5. BUILDING INSPECTOR'S REPORT Mr. Meza
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p.3-4)
 - a. Discuss and vote to approve Sewer Cleaning contract (p.5-6)
6. GRF REPRESENTATIVE Ms. Thompson
7. CONSENT CALENDAR
 - a. Discuss and vote to approve authorization of transfers of funds for Mutual Eight (p.7)
8. **UNFINISHED BUSINESS**
 - a. Discuss and vote to ratify amending Article 2 – Architectural Guidelines, Section 2.5 – Skylights to Bathrooms or Kitchens, 2.8 – Contractor Provisions, renaming and amending 2.11 – Pre-Demolition to Curbless "Roll-In Showers, renaming and amending 2.12 – Demolition to Pre-Demolition and Demolition, and renaming and amending 2.28 – Roof Extensions to Gates. (p.8-16)

9. **NEW BUSINESS**

- a. Discuss and vote to approve Mutual Monthly Finances (p.17)
- b. Discuss and vote to approve the Annual Meeting date (p.18)
- c. Discuss and vote to cancel December meeting due to Christmas Day (p.19)
- d. Discuss and vote on removing Mutual documents from LWSB website (p.20)
- e. Discuss and vote to approve J & J Landscaping to trim Mutual Eight's trees (p. 21-23)
- f. Discuss the Zinsco electrical panels.
- g. Discuss replacement of cooking fire prevention for electric coil burners.

STAFF BREAK BY 11:00 A.M.

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| 10. | SECRETARY / CORRESPONDENCE | Ms. Weisenstein |
| 11. | CHIEF FINANCIAL OFFICER'S REPORT | Ms. Jaunzemis |
| 12. | VICE PRESIDENT REPORT | Mr. Banfield |
| 13. | PRESIDENT REPORT | Ms. Dolch |
| 14. | PORTFOLIO SPECIALIST REPORT | Ms. Barua |
| 15. | ANNOUNCEMENTS | |
| | a. NEXT MEETING: Monday, October 23, 2023, at 9:15 a.m. Open Session, 9:30 a.m. Location: Building 5, Conference Room B and via Zoom Video/ Conference Call | |
| 16. | COMMITTEE REPORTS | |
| 17. | DIRECTORS' COMMENTS | |
| 18. | SHAREHOLDERS' COMMENTS (2-3 minutes) | |
| 19. | ADJOURNMENT | |
| 20. | EXECUTIVE SESSION | |

STAFF WILL LEAVE THE MEETING BY 12:00 P.M.

MUTUAL EIGHT EMAIL BLAST

If you would like to keep up with the Mutual Eight current information and events, please submit your email address to President Dolch. To be included in the Mutual Eight email blast, please email President Dolch at the email address provided with a subject line referencing your unit number:
m8emails@gmail.com

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL BOARD MEETING DATE:	September, 2023	
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UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR
177-B	SHOWER	BOTH	08/28/23	11/30/23	NONE		MP CONSTRUCTION
178-A	FLOORING	GRF	08/30/23	09/30/23	NONE		KARY'S CARPETS
178-F	PATIO DOOR	GRF	08/21/23	09/21/23	NONE		MP CONSTRUCTION
186-B	BATH/KIT WORK	BOTH	07/15/23	09/10/23	NONE		MAMUSCIA CONSTRUCTION
190-A	HEAT PUMP	BOTH	08/08/23	10/08/23	NONE		ALPINE
191-H	ABATEMENT	GRF	08/05/23	01/30/24	NONE	FINAL 09/20/23	JC KRESS
191-H	UNIT REMODEL	BOTH	08/05/23	01/30/24	YES	WINDOWS	JC KRESS
192-E	FLOOR, HEAT PUMP	BOTH	11/16/22	12/23/22	YES		MARCO CONSTRUCTION
194-I	SHOWER CUT DOWN	BOTH	09/11/23	10/11/23	NONE		NUKOTE
198-H	FLOORING	GRF	08/30/23	10/15/23	NONE		LW DÉCOR
200-B	HEAT PUMP	BOTH	07/19/23	10/19/23	NONE	FINAL 09/15/23	GREENWOOD
202-K	UNIT REMODEL	BOTH	02/07/23	05/30/23	YES	ADDED NEW SHOWER	BA CONSTRUCTION
204-F	SHOWER CUT DOWN	BOTH	06/26/23	09/20/23	NONE	PLUM, 09/18/23	LW DÉCOR

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NMI = New Member Inspection **PLI** = Pre-Listing Inspection NBO = New Buyer Orientation

CONTRACTS

CONTRACTS	
CONTRACTOR	PROJECT

CONTRACTOR		PROJECT
J&J LANDSCAPE	OCTOBER 31, 2025	Landscaping & Irrigation
EMPIRE PIPE	DECEMBER 31, 2022	Annual inspection
		Out going line only
FENN	MAY 31, 2026	Pest and rodent control services
FENN PEST CONTROL	2025	Bait station

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (8) Eight

INSPECTOR: **Mike Meza**

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

SPECIAL PROJECTS/ REQUEST

Contractor

Description of Work

SHAREHOLDER AND MUTUAL REQUEST

Sidewalk inspections

Work order submitted

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE SEWER PIPE CLEANING CONTRACT
(BUILDING INSPECTOR'S REPORT, ITEM A)
DATE: SEPTEMBER 25, 2023
CC: MUTUAL FILE

I move to approve a 3-year contract with EMPIRE PIPE CLEANING to clean sewer pipes at a total cost not to exceed \$7,083.32. Funds to come from _____ and authorize the President to sign any necessary documentation.

OR

I move to approve a 3-year contract with A-1 TOTAL SERVICE to clean sewer pipes at a total cost not to exceed \$21,228.00. Funds to come from _____ and authorize the President to sign any necessary documentation.

EMPIRE PIPE CLEANING - Sewer Pipe Cleaning				
MUTUALS	2023	2024	2025	3 Year Total:
1	\$ 5,632.53	\$ 5,680.14	\$ 5,632.53	\$ 16,945.20
2	\$ 5,539.95	\$ 5,899.67	\$ 5,539.95	\$ 16,979.57
3	\$ 3,134.33	\$ 3,252.03	\$ 3,134.33	\$ 9,520.69
4	\$ 2,843.38	\$ 2,949.18	\$ 2,843.38	\$ 8,635.94
5	\$ 3,352.54	\$ 3,479.50	\$ 3,352.54	\$ 10,184.58
6	\$ 2,987.53	\$ 3,857.73	\$ 2,987.53	\$ 9,832.79
7	\$ 2,478.37	\$ 2,570.94	\$ 2,478.37	\$ 7,527.68
8	\$ 2,331.57	\$ 2,420.18	\$ 2,331.57	\$ 7,083.32
9	\$ 2,769.32	\$ 2,873.79	\$ 2,769.32	\$ 8,412.43
10	\$ 1,967.88	\$ 2,041.94	\$ 1,967.88	\$ 5,977.70
11	\$ 2,187.42	\$ 2,269.41	\$ 2,187.42	\$ 6,644.25
12	\$ 3,644.81	\$ 3,782.35	\$ 3,644.81	\$ 11,071.97
14	\$ 2,770.64	\$ 2,875.12	\$ 2,770.64	\$ 8,416.40
15	\$ 3,570.75	\$ 3,627.62	\$ 3,570.75	\$ 10,769.12
16	\$ 363.69	\$ 378.24	\$ 363.69	\$ 1,105.62
17	\$ 872.85	\$ 908.56	\$ 872.85	\$ 2,654.26

A-1 TOTAL SERVICE - Sewer Pipe Cleaning				
MUTUALS	2023	2024	2025	3 Year Total:
1	\$ 11,830.00	\$ 27,580.00	\$ 11,830.00	\$ 51,240.00
2	\$ 12,168.00	\$ 28,368.00	\$ 12,168.00	\$ 52,704.00
3	\$ 6,084.00	\$ 14,184.00	\$ 6,084.00	\$ 26,352.00
4	\$ 5,577.00	\$ 13,002.00	\$ 5,577.00	\$ 24,156.00
5	\$ 6,929.00	\$ 16,154.00	\$ 6,929.00	\$ 30,012.00
6	\$ 5,746.00	\$ 13,396.00	\$ 5,746.00	\$ 24,888.00
7	\$ 5,408.00	\$ 12,608.00	\$ 5,408.00	\$ 23,424.00
8	\$ 4,901.00	\$ 11,426.00	\$ 4,901.00	\$ 21,228.00
9	\$ 5,408.00	\$ 12,608.00	\$ 5,408.00	\$ 23,424.00
10	\$ 3,887.00	\$ 9,062.00	\$ 3,887.00	\$ 16,836.00
11	\$ 4,394.00	\$ 10,244.00	\$ 4,394.00	\$ 19,032.00
12	\$ 7,436.00	\$ 17,336.00	\$ 7,436.00	\$ 32,208.00
14	\$ 5,746.00	\$ 13,396.00	\$ 5,746.00	\$ 24,888.00
15	\$ 8,112.00	\$ 18,912.00	\$ 8,112.00	\$ 35,136.00
16	\$ 845.00	\$ 1,970.00	\$ 845.00	\$ 3,660.00
17	\$ 339.00	\$ 1,182.00	\$ 339.00	\$ 1,860.00

Mutual Corporation No. Eight

MEMO

TO: MUTUAL EIGHT BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO AUTHORIZE TRANSFERS OF FUNDS FOR
MUTUAL EIGHT (CONSENT CALENDAR, ITEM A)
DATE: SEPTEMBER 25, 2023
CC: MUTUAL FILE

I move that the Mutual Eight Board authorizes the following transfers of funds per detailed and dated resolutions.

<i>Transfer/ Invoice Date</i>	<i>Amount</i>	<i>Originating/Destination Accounts or Payee</i>
8/1, 8/15, 8/17	13,340.00	J&J Landscaping Inc. (Invoice# 7-24-238, 8-15-238, M0082308)
8/3/23	63,289.01	M.J. Jurado Inc. (Invoice# 1340)
9/6/23	171,008.40	ACH-Direct Debit from multiple shareholders/US Bank Checking
9/8/23	96,040.34	US Bank Checking/GRF – US Bank Checking

Mutual Corporation No. Eight

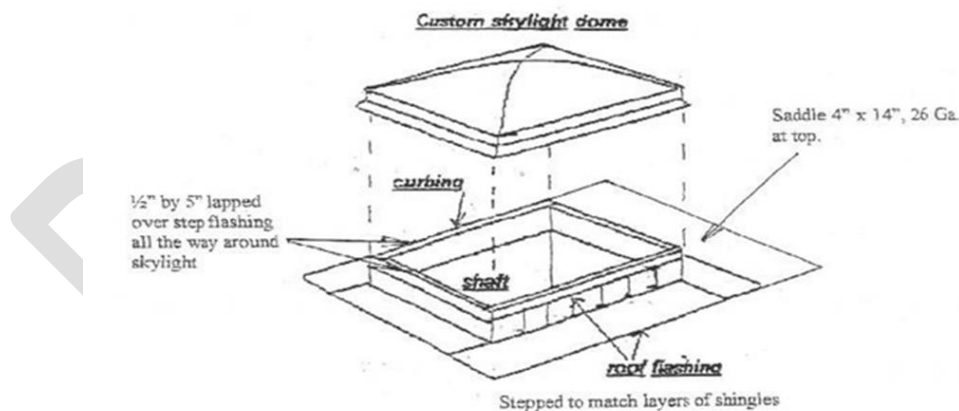
MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY AMENDING ARTICLE 2 – ARCHITECTURAL GUIDELINES (UNFINISHED BUSINESS, ITEM A)
DATE: SEPTEMBER 25, 2023
CC: MUTUAL FILE

I move to ratify proposed rule change by amending Article 2 – Architectural Guidelines, Section 2.5 – Skylights to Bathrooms or Kitchens, 2.8 – Contractor Provisions, renaming and amending 2.11 – Pre-Demolition to Curbless “Roll-In Showers, renaming and amending 2.12 – Demolition to Pre-Demolition and Demolition, and renaming and amending 2.28 – Roof Extensions to Gates of the Rules and Regulations; the 28-day posting requirement has been met.

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roofline. Only Velux or domed clear white or tinted dual glazed skylights are permitted to be installed. Tubes are acceptable and must be installed parallel with other skylights and the roofline. All new wood used must be treated for termites. All flashing must be painted to match other skylights on roof. The skylight curbing shall consist of 2" x 6" framing within a minimum 4" rise above roof sheathing. All flashing material shall be at least 26-gauge and consist of galvanized sheet metal. The top flashing shall consist of 4" x 6" and stepped to match the layers of the shingles. Saddle at top to be 4" x 14" 26-gauge. Flashing 1/2" x 5" shall be placed on top of the curb, lapped over stop flashing, all the way around the skylight. Only curb-mounted skylights shall be allowed. No self-flashing skylights are permitted. At the time of resale of a Unit, all non-standard skylights must be removed and replaced with curb-mounted skylights, at the Shareholder's expense.



2.5.1 The skylight shaft The skylight shaft connecting the roofline to the ceiling shall be insulated and is considered to be a non- standard structure and the maintenance of such is the responsibility of the current and any

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2.5.2. If a new skylight is installed in a roof that has been replaced within the last 5 years, the flashing and related roof repair must be completed by the mutual's contract roofer to maintain the roof warranty and the mutual's responsibility. Failure to comply will make the shareholder wholly responsible for any future damages due to flashing failure.

2.6. Section 2.6 – Microwave Ovens.

A Shareholder may install a special model microwave in the kitchen of the Shareholder's Unit, at the Shareholder's own expense, in place of the stove hood. The installed microwave will be a permanent installation to be maintained by the Shareholder and on resale of the Mutual Share related to the Unit, the new Shareholder will assume responsibility for the maintenance. All microwave units must include an exhaust fan feature and be vented through the Unit's roof.

2.7. Section 2.7 – Ceiling Fans.

Ceiling fans may be installed in any location/ the kitchen provided that they meet the City of Seal Beach's specifications of a six (6) feet, eight (8) inches clearance from blades to floor. Ceiling fans are permitted in any location in a Unit provided ceiling heat in said room has been disabled and an approved alternate heat source has been installed and is operational.

2.8. Section 2.8 – Contractor Provisions.

Contractors operating hours: applies to any contractor, handyman, or agent of the shareholder performing any work, repair or remodeling of the shareholders unit with the exception of Service Maintenance or contractors hired by the Mutual. No work may commence before 8:00 am and must cease at 4:30 pm with the contractor vacating Leisure World gate by 5:00 pm. Monday thru Friday. No work is to be performed on Saturday, Sunday, or on any GRF observed Holiday. Mutual President or his assigned Director may make a discretionary exception based on extenuating circumstances. Contractor must request this exception ss prior to 4:00 pm on that day. Violation of this regulation may result in the contractor being excluded from the Mutual 8 vetted list.

2.8.1. The Contractor is instructed to notify the Qualifying Residents of all adjacent Units that share common entryways and common walls of the intent and scope of all proposed remodeling work at least four (4) days prior to the commencement of the work. Any adjacent Qualifying Resident who is unable to be notified in person will have a

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letter mailed to them indicating the intent and scope of remodeling work to be performed. A record of all notifications must be maintained in the Physical Property Department.

2.8.2. The common turf area directly adjacent to any unit undergoing a repair, remodel or extended patio construction may be used by the shareholder and/or contractor for storage of materials or construction activity during the duration of the project under the following conditions:

2.8.2.1. If irrigation has been cut off it is the shareholder/contractor's responsibility to ensure that the affected area receives proper irrigation until such time that the system is restored by the mutual's contract landscaper; all expenses to be borne by the shareholder and/or contractor.

2.8.1-2.8.2.2. If the ground has been contaminated by cement, paint, or other chemical agents, the affected soil will be removed to a depth of 6" and replaced with new clean topsoil. New turf will be installed to restore the area to its original state prior to the project's commencement. This work to be completed by the mutual's landscaper and all expenses borne by the shareholder and/or contractor.

2.9. Section 2.9 – Washers and Dryers in Unit.

Any washer and dryer in a Shareholder's Unit, of any make or model, whether side by side or stackable, shall be cleaned every two (2) years, so that all dryer vent areas are thoroughly cleaned and free of lint for clear passage of air flow from machine to roof top areas. A sticker with the date of cleaning must be affixed to the cleanout cover every time a cleaning is performed by Service Maintenance or an outside vendor.

In addition, all washing machine hoses and fittings must be checked every two years for any leakage or hardening and/or cracking of the hoses. Moving the washer/dryer is not a requirement. If any of these conditions are found, the hoses are to be replaced with a follow-up by the GRF Building Inspector to verify completion. In all closes of escrow and changes of stock, all hoses must be inspected prior to closing. The maintenance fee for this work shall be borne by the Shareholder. Further, during the fire inspections conducted annually, or biannually, the GRF Building Inspector will compile a list of all units containing a washer and dryer.

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maintain a liability insurance policy with a minimum of \$300,000.00 in coverage. The Shareholder is financially responsible for any damages resulting from having the bathtub/Jacuzzi in their Unit.

- 2.10.5.** The bathtub/Jacuzzi and related equipment/appurtenances shall be maintained in good working condition. If the bathtub/Jacuzzi and/or related equipment/appurtenances are not maintained in good operating condition by the Shareholder, the bathtub/Jacuzzi and related equipment/appurtenances shall be removed, repaired, and/or replaced at the Shareholder's expense independent of Service Maintenance.
- 2.10.6.** The bathtub/Jacuzzi and related equipment/appurtenances must be removed and replaced with a standard shower and appurtenances upon sale or transfer of the Unit, at the Shareholder's expense, unless the buyers/transferees sign a supplemental agreement accepting responsibility for the bathtub/Jacuzzi and related equipment/appurtenances and agree to the rules of this regulation.

2.11. Section 2.11 – ~~Pre-Demolition~~Curbless “Roll-In” Showers.

2.11.1. A shareholder may install a curbless shower per ADA specifications under the following conditions:

2.11.1.1. A 1” high tapered edge threshold must be installed and the shower floor must slope a min.1% to the drain.

2.11.1.2. Any glass door or panel must be ½ inches tempered glass.

2.11.1.3. Shower valves must have integral stops in the valve body.

2.11.1.4. Overhead “rain-style” shower heads must be anchored to framing using a bronze SxT fitting.

2.11.1.5. All applicable provisions of Section 3.16 must be adhered to.

~~2.11.1.6.~~ 2.11.1.6. The shareholder should maintain a \$300K personal liability policy and will be responsible for all damages to Mutual property, or any proposal in adjacent units, due to having the shower in their unit, uincludng damage caused by overspray, or floosing due to a sewer backup into the shower pan regardless of the source.

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~~The Shareholder's Contractor shall notify all surrounding units four (4) days prior to demolition of any kind. Contractor may petition the GRF Building Inspector to designate one parking space to be coned off overnight Monday through Thursday, only during the initial phases of construction. The Mutual reserves the right to revoke any such designated parking space at any time.~~

~~Contractors shall block off their site with an approved orange netting at all times until final inspection occurs. They may use the grass areas in front of the unit during the day when marked off by the orange netting. All work tools must be removed from the grass area overnight and on weekends. The Mutual is not responsible for any damage, loss and/or theft of the contractor's tools.~~

2.12. Section 2.12 – Pre-Demolition and Demolition.

2.12.1. Pre-Demolition: The Shareholder's Contractor shall notify all surrounding units four (4) days prior to demolition of any kind. Contractor may petition the GRF Building Inspector to designate one parking space to be coned off overnight Monday through Thursday, only during the initial phases of construction. The Mutual reserves the right to revoke any such designated parking space at any time.

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2.12.2. Demolition: The contractor must, at all times, have an approved, fully charged and visible fire extinguisher on-site. Demolition must be tarped off so that no dust can enter the common attic space or affect neighboring units. If possible, the contractor is to lightly spray the demo area to keep dust down. Contractors may not use Mutual trash dumpsters to dispose of material. All trash must be hauled off site daily. The contractor must ensure that the work area is visibly blocked off from any access. The Shareholder and contractor will be responsible for any damage or injury caused to any Shareholder, Qualifying Resident, guest or invitee who is injured due to the contractor's failure to safely secure the work area.

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2.13. Section 2.13 – Concrete.

Any new concrete work being done at a Unit must include a 12" concrete apron along the front of the garden. With the apron, the hose bib line will need to be changed to copper type L with an approved hose bib. The copper line must pass through the concrete with a sleeve of ABS larger than the copper pipe. All new concrete defined as foundations, porches, aprons, and walkways shall be doweled into existing slabs a minimum of 24-inch on center with a #4 rebar and at least a 6-inch embedment.

2.14. Section 2.14 – Framing.

At framing inspection, the contractor shall treat the exposed framing for termite resistance with a product such as Tim-bor. Tim-bor must be applied by brush or spray as follows: two applications of a 10% solution when drier than normal; one application of 15% solution when normal moisture.

When a Unit is remodeled, the architect, engineer, and/or contractor shall design and construct all the ceiling systems in such a way that allows for a minimum of 1" unobstructed flow of air from the eave vents up to the ridge vent. No framing material or insulation shall obstruct this air flow. If the insulation is going to close this 1" space, then a plastic baffle shall be installed to maintain it. No wood trim or coverings will be allowed on the exterior. Only termite resistant products shall be allowed on the exterior finish. Cement fiber trim and hard panel siding are standard. However, composites may be reviewed by the Mutual Board for approval. The only wood to remain for an exterior remodel is the original roof overhang that includes vent blocks, rafters, fascia, and plywood. If these are damaged or repaired by the contractor, the contractor shall replace wood to match existing and paint to match. Wood must be primed and painted with the approved paint. The Mutual will maintain the maintenance responsibility for the exterior wood members upon completion and approval of the work.

2.15. Section 2.15 – Drywall.

All drywall at common walls, ceilings, skylight shafts shall be type x 5/8.

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seam at the middle of the building. The install will be at least one half the entire length of the building without patches. Downspouts may be reused but will only be located as per the GRF Building Inspector's direction.

2.25. Section 2.25 – Equipment Standards.

The Mutual has approved a revised standardization of appliances list. This list may be updated by the Purchasing Department from time to time as manufacturers improve, modify or replace models, thereby altering the current applicable model numbers. The revised list will be published annually. It is attached hereto as Exhibit "A".

2.26. Section 2.26 – Smoke Detectors.

When all or any remodel work is done to a Unit, ALL smoke detectors/alarms must be replaced with a Kidde i9010 Tamperproof 10-Year Sealed Lithium Battery-Operated Smoke Alarm and/or Kidde 12010S Worry-Free Hardwired Interconnected Smoke Alarm Sealed Lithium Battery Backup, where applicable, or an equal and equivalent device approved by the Mutual Board and the City of Seal Beach.

2.27. Section 2.27 – Performance Bonds for Construction Work Over Ten Thousand Dollars.

Permits for any construction work performed in the Mutual valued at more than \$10,000 shall require a Performance Bond. The bond shall provide sufficient funds in the event the work is not completed on time, in accordance to approved plans, and/or to the satisfaction of the Mutual, for any reason. Exceptions to this bond requirement are as follows: (1) The contractor is listed on the Physical Property list of approved contractors; and, (2) The contractor has completed more than one-hundred thousand dollars (\$100,000.00) per year in contracts in Leisure World for the last three (3) years.

2.28. Section 2.28 – Roof Extensions-Gates

~~A Shareholder may apply to extend the roof structure to cover the existing porch area adjacent to the Shareholder's Unit. The construction must conform to the plans and specifications approved by the architect of the Los Angeles Office of the Federal Housing Administration and a building permit must be obtained from the City of Seal Beach, California. The Shareholder agrees that title to the remodeling and addition shall vest in the Mutual. Porch gates may be constructed of treated and painted wood, vinyl, or metal and may be a maximum of 60" high x min 36" clear space wide. The gate when open may not block clear egress from the front door to the walkway. The latch must be accessible from~~

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(MAR 23AUG 2023)

SEAL BEACH MUTUAL NO. EIGHT**AMEND****Rules and Regulations**

the outside. Use of any keylock or keypad device will require that an approved emergency keybox be installed outside the gate and must contain the gate key or code and the entry door key. The keybox must be easily visible and mounted no more than 72" above the ground.

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2.29. Section 2.29 – Roof Leaks.

When a roof leak occurs in a Mutual building, and if a roofing contractor fails to effect warranty repairs within fifteen (15) working days from notification by the Physical Property Department, the Service Maintenance Department will make such repairs.

A Qualifying Resident should report any known or suspected roof leaks to the Mutual Board and/or the Service Maintenance Department. The leak will then be recorded in the Roof Leaks Log by the Physical Property Department. The Physical Property Department Secretary will report the leak to the appropriate GRF Building Inspector, and the GRF Building Inspector will initiate a Roof Leak Report. The GRF Building Inspector will determine whether the leak is under warranty and, if not, whether it is the responsibility of the Mutual or the Qualifying Resident to repair.

If the leak is under warranty, the GRF Building Inspector will provide written notice to the contractor holding the warranty. The contractor is given a period of fifteen (15) working days to repair the leak.

If the leak is not repaired within fifteen (15) working days by the contractor holding the warranty, the Inspector must notify the Service Maintenance Department to perform the work. Upon completion, the Service Maintenance Department will prepare a monthly status report on assigned roofs and will issue a copy to the Mutual and Physical Property Department and forward a service repair order to accounting to invoice the contractor. The Inspector will notify the Physical Property Department Secretary to record the job as complete in the Roof Leaks Log.

If the leak is not under warranty and is the responsibility of the Mutual, the GRF Building Inspector must report the leak to the Service Maintenance Department. The Service Maintenance Department will perform the work and prepare a monthly status report on assigned roofs and will issue a copy to the Mutual and Physical Property Department. The Service Maintenance Department will generate a service repair order and invoice. The GRF Building Inspector will notify the Physical Property Department Secretary to record the job as complete

(MAR-23AUG 2023)

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: SEPTEMBER 25, 2023
CC: MUTUAL FILE

I move 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 months of August 2023.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO SCHEDULE ANNUAL SHAREHOLDER MEETING
DATE FOR 2024 (NEW BUSINESS, ITEM B)
DATE: SEPTEMBER 25, 2023
CC: MUTUAL FILE

I move to schedule Mutual Eight Annual Shareholder meeting date on Monday, May 27, 2024 at 10 a.m. in Clubhouse 4.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO CANCEL DECEMBER 2023 MEETING (NEW BUSINESS, ITEM C)
DATE: SEPTEMBER 25, 2023
CC: MUTUAL FILE

I move to cancel Mutual Eight's meeting scheduled on December 25th, 2023, due to Christmas Day.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE ON REMOVING MUTUAL DOCUMENTS FROM MUTUAL 08 LWSB WEBSITE. (NEW BUSINESS, ITEM D)
DATE: SEPTEMBER 25, 2023
CC: MUTUAL FILE

Currently have under website:

Meeting Documents: Agendas, Minutes, Summary Reports, Director Reports

Mutual Governing Documents: Rules and Regulations, Procedures, Governing docs, Bylaws, Management Agreement, Forms

Mutual Finances: Budgets

Miscellaneous: Board of Director's Roster

I move to have _____, _____, _____,
_____, _____, _____ removed from the
public LWSB Mutual Eight Website and posted only to CINC for Mutual 08 resident viewing only.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE J & J LANDSCAPING TO TRIM MUTUAL EIGHT'S TREES (NEW BUSINESS, ITEM E)
DATE: SEPTEMBER 25, 2023
CC: MUTUAL FILE

I move to approve the landscaping proposal from J & J Landscaping to trim Mutual Eight's trees at a cost not to exceed \$14,040. Funds to come from Landscape Extras and authorize the President to sign any necessary documentation.



Mutual 8 Tree Trimming

Building	Tree	Price
204K	Ficus	\$250.00
204L	Ficus	\$250.00
204K	Crape Myrtle	\$200.00
203K	Karoo	\$150.00
203L	Karoo	\$150.00
201F	Ash	\$350.00
Building 201 along the Wall	22 Mulberry	\$1800.00
199 by the wall	11 Orchid	\$440.00
200E	Brazilian Pepper	\$250.00
200G	Brazilian Pepper	\$350.00
200J	Chinese Elm	\$350.00
200K	Carrotwood	\$200.00
199K	Brazilian Pepper	\$200.00
194A	Rubber	\$250.00
196G	Rubber	\$250.00
196H	Tipu	\$150.00
194I	Carrotwood	\$150.00
194H	Carrotwood	\$250.00
180L	Mulberry	\$300.00
177E	Pear	\$100.00
177D	Pear	\$100.00
193E	Bottle Brush	\$200.00
194E	Bottle Brush	\$200.00
193L	Bottle Brush	\$200.00
194E	Brazilian Pepper	\$350.00
193A	Brazilian Pepper	\$350.00
192A	Brazilian Pepper	\$300.00
192L	2 Brazilian Pepper	\$400.00

Building	Tree	Price
193C	Brazilian Pepper	\$200.00
193D	Brazilian Pepper	\$250.00
193E	Carrotwood	\$300.00
193F	Carrotwood	\$250.00
183F	Brazilian Pepper	\$250.00
189D	Tipu	\$300.00
189C	Karoo	\$150.00
183L	Mulberry	\$350.00
184K	Mulberry	\$400.00
187I	Mulberry	\$250.00
187I	Brazilian Pepper	\$150.00
187L	Carob	\$200.00
187A	Carob	\$200.00
189H	Magnolia	\$250.00
188F	Brazilian Pepper	\$300.00
188C	Bottle Brush	\$250.00
189J	Bottle Brush	\$250.00
189K	2 Bottle Brush	\$600.00
191G	Brazilian Pepper	\$250.00
190G	Carrotwood	\$200.00
191A	Pear	\$200.00
TOTAL		\$14,040.00