

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
October 23, 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 10/20/2023, 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
Mr. Armijo, Building Inspector
Ms. Hall, Sr. Director Member Services
Ms. Barua, Sr. Portfolio Specialist
Ms. Kong, Assistant Portfolio Specialist

4. APPROVAL OF MINUTES
 - a. **Regular Meeting Minutes of September 25, 2023**
5. BUILDING INSPECTOR'S REPORT Mr. Armijo
Permit Activity; Escrow Activity; Contracts & Projects (p.3-4)
 - a. Discuss and vote to approve proposal from Greco DeSign and Development, Inc. to install Aluminum Door for exterior of all buildings in Mutual Eight. (pp.5-7)
6. GRF REPRESENTATIVE Ms. Thompson
7. OPERATING BUDGET Mr. Jaunzemis/Ms. Hall
 - a. Discuss and vote to approve the 2024 Operating Budget (p.8) - Handout
8. CONSENT CALENDAR
 - a. Discuss and vote to approve authorization of transfers of funds for Mutual Eight (p.9)

9. **UNFINISHED BUSINESS**

- a. Discuss and vote to approve plan to replace 10 Zinsco electrical panels per year. (p.10)

10. **NEW BUSINESS**

- a. Discuss and vote to approve Mutual Eight monthly finances. (p.11)
- b. Discuss and vote to ban LW Décor Inc. (p.12)
- c. Discuss and vote to approve Mr. C's Towing Agreement. (pp.13-15)
- d. Discuss holiday expenditures.

STAFF BREAK BY 11:00 A.M.

- | | | |
|-----|---|-----------------|
| 11. | SECRETARY / CORRESPONDENCE | Ms. Weisenstein |
| 12. | CHIEF FINANCIAL OFFICER'S REPORT | Ms. Jaunzemis |
| 13. | VICE PRESIDENT REPORT | Mr. Banfield |
| 14. | PRESIDENT REPORT | Ms. Dolch |
| 15. | PORTFOLIO SPECIALIST REPORT | Ms. Barua |
| 16. | ANNOUNCEMENTS | |
| | a. NEXT MEETING: Monday, November 27, 2023, at 9:15 a.m. Open Session, 9:30 a.m. Location: Building 5, Conference Room B and via Zoom Video/ Conference Call | |
| 17. | COMMITTEE REPORTS | |
| 18. | DIRECTORS' COMMENTS | |
| 19. | SHAREHOLDERS' COMMENTS (2-3 minutes) | |
| 20. | ADJOURNMENT | |
| 21. | 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: (8) Eight	INSPECTOR: Albert Armljo
MUTUAL BOARD MEETING DATE: October, 2023	

PERMIT ACTIVITY

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	FINAL 09/27/23	KARY'S CARPETS
178-F	PATIO DOOR	GRF	08/21/23	09/21/23	NONE	FINAL 09/27/23	MP CONSTRUCTION
186-B	BATH/KIT WORK	BOTH	07/15/23	09/10/23	NONE	FINAL 09/27/23	MAMUSCIA CONSTRUCTION
186-D	PATIO SLIDER	BOTH	08/04/23	09/15/23	NONE	FINAL 09/05/23	BROTHERS GLASS
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
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	FINAL 10/06/23	LW DÉCOR
200-B	HEAT PUMP	BOTH	07/19/23	10/19/23	NONE	FINAL 09/15/23	GREENWOOD
202-J							
202-K	UNIT REMODEL	BOTH	02/07/23	05/30/23	YES	FINAL 10/5/2023	BA CONSTRUCTION
204-F	SHOWER CUT DOWN	BOTH	06/26/23	09/20/23	NONE	PLUM, 09/18/23	LW DÉCOR

ESCROW ACTIVITY

Unit #	NMI	PLI	NBO	FI	FCOEI	ROF	ACTIVE, CLOSING, CLOSED, NMI
2-I		10/26/21					
2-J		06/30/21					
183-I		03/31/23					
191-H		03/24/23	07/10/23	07/10/23	07/24/23		
193-J		06/13/23					
195-C		03/24/23					
195-C		06/12/23					
196-H			08/01/23	08/04/23	08/18/23		
202-G		06/27/23	07/28/23	07/31/23	08/14/23		

SHADED AREAS HAVE BEEN SIGNED OFF

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

CONTRACTS

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

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (8) Eight

INSPECTOR: **Albert Armijo**

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

FENN PEST CONTROL

2025

Bait station

SPECIAL PROJECTS/ REQUEST

202-E

Unit repairs

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 PROPOSAL FROM GRECO DESIGN AND DEVELOPMENT, INC. TO INSTALL ALUMINUM DOORS FOR EXTERIOR OF ALL BUILDINGS IN MUTUAL EIGHT. (BUILDING INSPECTOR'S REPORT, ITEM A)
DATE: OCTOBER 23, 2023
CC: MUTUAL FILE

I move to approve the proposal from Greco DeSign and Development, Inc. to install aluminum doors for exterior of all buildings in Mutual Eight, at a cost not to exceed \$85,400. Funds to come from _____ and authorize the President to sign any necessary documentation.

Proposal - Contract

Greco DeSign and Development, Inc.
7438 Mohawk Circle, Buena Park, CA 90620
714-330-3523

Proposal Submitted To:		Job Name:	Date:
Mutual 8 (Mike Banfield)		Exterior Aluminum Doors	9/29/2023
Address:		Job Location:	
Leisure World Mutual 8		Same	
Seal Beach, Ca		Contact Person	
Phone #:	FAX #:	Mike Banfield	
818 357-3327			

Project Description:

- * Provide and install Aluminum Doors for exterior of all buildings in Mutual 8
- * Doors made of .063 aluminum with white baked on finish
- * Aluminum Hinges, Stainless Steel Barrel Bolts, & Stainless Steel Rivets included

* 7 Double Doors at \$1,475. each

* 44 Single Doors at \$825. each

* 29 Phone Doors at \$275. each

* 88 Attic Doors at \$350. each

Total \$85,400.

* Costs for Doors & Installation good until Jan 15, 2024

We propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

\$ EIGHTY FIVE THOUSAND, FOUR HUNDRED DOLLARS 00/100

Deposit required with balance on completion

Any alterations or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

Note: this proposal may be withdrawn by us if not accepted within ____ days.

Acceptance of Proposal - Contract

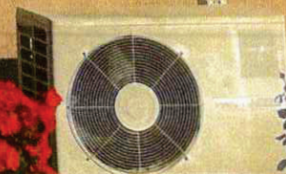
Signature: _____

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Date of Acceptance: _____

Signature: _____

MUTUAL 12 BLDG. #7
13500 ST. ANDREWS DR.



Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE THE 2024 MUTUAL EIGHT OPERATING BUDGET. (OPERATING BUDGET, ITEM A)
DATE: OCTOBER 23, 2023
CC: MUTUAL FILE

Mutual Board Resolution to Pass the 2024 Budget (Excluding GRF Assessment)
For Mutual board approvals at meetings prior to 9/27/2022.

RESOLVED, to approve the 2024 Operating Budget for Mutual Ten of \$_____, resulting in a regular monthly Mutual assessment of \$_____ per apartment per month, for an increase of \$_____ per month over the total Mutual operating costs of 2023, as presented, and to adopt this budget forthwith.

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: OCTOBER 23, 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>
9/15/23, 9/18/23	\$ 12,090	J&J Landscaping (Invoice# M0092308)

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE PLAN TO REPLACE 10 ZINSCO ELECTRICAL PANELS PER YEAR. (UNFINISHED BUSINESS, ITEM A)
DATE: OCTOBER 23, 2023
CC: MUTUAL FILE

I move to approve plans to replace 10 Zinsco electrical panels per year to include any remodel units.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE MUTUAL MONTHLY FINANCES
(MONTHLY FINANCE REPORT, ITEM A)
DATE: OCTOBER 23, 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 month of September 2023.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO BAN LW DÉCOR, INC. FROM FURTHER SERVICES FOR MUTUAL EIGHT. (NEW BUSINESS, ITEM B)
DATE: OCTOBER 23, 2023
CC: MUTUAL FILE

I move to ban LW Décor, Inc. from providing further services for Mutual Eight.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE MR. C'S TOWING AGREEMENT FOR 2023-2024 (NEW BUSINESS, ITEM C)
DATE: OCTOBER 23, 2023
CC: MUTUAL FILE

I move to approve Mr. C's Towing Agreement for the towing of vehicles when there is a violation of Mutual Rules, effective 2023-2024, and authorize the President to sign the agreement.



PRIVATE PROPERTY TOW SERVICES AGREEMENT

AGREEMENT DATE:		EFFECTIVE DATE:	
CUSTOMER:	Mutual Eight Corporation		
PROPERTY:	Mutual Eight		
TYPE OF PROPERTY:	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Retail
			<input type="checkbox"/> HOA

This agreement by and between the Towing Company (named below) and Customer (named above) shall serve as authorization to serve the Property named above in accordance with the requirements of California Vehicle Code Section 22658 (CVC 22658) "Removal From Private Property" upon the specific written authorization of Customer, except for Section 22658(1)(E), for which this agreement may serve as the general authorization.

The Towing Company agrees to respond to the Property within a reasonable period of time when requested by Customer for the purposes of removing any vehicle(s) that are not in compliance with the property or business regulations as determined by Customer and communicated to the Towing Company in the written authorization provided by Customer under CVC 22658(1).

The Towing Company will, as prescribed by law, promptly report all impounded vehicles to the appropriate law enforcement agency and will perform all operations within the guidelines set forth in CVC 22658.

The Towing Company agrees that their employees will act and conduct themselves in a professional, workman-like manner on and off the above Property. This agreement is for a period of one (1) year commencing on the Effective Date noted above and shall automatically renew annually, unless terminated in writing upon 30-days written notice by either party.

ACCEPTED

Customer:	Mutual Eight Corporation	Tow Company:	Mr. C's Towing
Signed:		Signed:	
Print Name:		Print Name:	
Title:	Mutual Eight Board President	Title:	
Date:		Date:	

ACCOUNT INFORMATION

☐ Original ☐ Updated _____

Property/Complex Name:	
Property Address:	
City/Zip:	
Cross Streets:	
Mailing Address:	PO Box 2069, Seal Beach, CA 90740
Property Management Co.	X Yes <input type="checkbox"/> No
If Yes, Name, Address & Phone:	Golden Rain Foundation, PO Box 2069, Seal Beach, CA 90740 (562) 431-6586, Ext. 377

MANAGER	ASSISTANT MANAGER	ON-SITE CONTACT
Executive Director	Mutual Administration Manager	Security Services Director
Phone: 562-431-6586	Phone: 562-431-6586	Phone: 562-594-4754
Fax: 714-851-1251	Fax: 714-851-1253	Fax: 562-431-8206
Security Company:	X Yes <input type="checkbox"/> No	
If Yes, Name, Address & Phone:	Internal Department of Property Management Company (562) 431-6586, Ext. 377	

Persons Authorized to Sign for Vehicle Removals (Two Board Members Must be Present)	1.	Title: President
	2.	Title: Vice President
	3.	Title: CFO
	4.	Title: Secretary
	5.	Title: Director at Large

PLEASE CHECK APPROPRIATE BOXES

<input type="checkbox"/> Fire Lane Removals	<input type="checkbox"/> Visitor Only Parking	<input type="checkbox"/> Posted "Tow-Away Zone"
<input type="checkbox"/> Ingress/Egress Interference	<input type="checkbox"/> Manager Parking Only	<input type="checkbox"/> Parking Permits
<input type="checkbox"/> Within 15' of Fire Hydrant	<input type="checkbox"/> Expired Tags	<input type="checkbox"/> Handicap Parking
<input type="checkbox"/> No Street Parking	<input type="checkbox"/> Tenants authorized to tow	<input type="checkbox"/> Blocking Carports
<input type="checkbox"/> Time Limit Parking	<input type="checkbox"/> Blocking Dumpster	<input type="checkbox"/> Double Parked
<input type="checkbox"/> Violation of Mutual Eight Policies on Mutual Eight Property, when directed by authorized Board Member		
<input type="checkbox"/> Proof of residence required. Describe: Carport spaces assigned and vehicle is to display decal of registration with Security. Non-resident parking by permission of Mutual Eight on a case-by-case basis.		

Local Rate Jurisdiction:	
Tow Rate:	\$220.00
Storage Rate/Day:	\$85.00
Other / Weekend Drop Fee:	Gate Fee: \$110.00 Drop Fee: \$108.00