

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
March 25, 2024

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. 2320 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 03/22/2024, the business day before the date of the meeting. If you do not have access to an email, please call (562)431-6586 ext. 2320 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. Armijo, Building Inspector
Ms. Kong, Portfolio Specialist

4. APPROVAL OF MINUTES
 - a. **Regular Meeting Minutes of February 26, 2024**
5. BUILDING INSPECTOR'S REPORT Mr. Armijo
Permit Activity; Escrow Activity; Contracts & Projects (pp.4-5)
 - a. Discuss and Vote to Approve Roofing Standards Proposal for Roofing Project. (pp.6-10)
 - b. Discuss and Vote to Approve Vicker's Construction Proposal for Dryrot. (pp.11-12)
 - c. Discuss and Vote to Approve Vicker's Construction Proposal for Paint. (pp.13-14)
 - d. Discuss and Vote to Approve J.C. Kress Construction Proposal for Roof Installation. (pp.15-16)
6. GRF REPRESENTATIVE Ms. Thompson
7. CONSENT CALENDAR
 - a. No Transfer of Funds for Mutual Eight.
8. UNFINISHED BUSINESS
 - a. No unfinished business.
9. NEW BUSINESS
 - a. Discuss and Vote to Approve Mutual Eight Monthly Finances. (p.17)

- b. Discuss and Vote to Rescind Resolution dated 9/25/23, regarding Not Removing Documents from LWSB Website. (p.18)
- c. Discuss and Vote to Remove Documents from LWSB Website. (p.19)
- d. Discuss and Vote to Appoint HOA Elections of California as Inspectors of Elections. (p.20)
- e. Discuss and Vote to Approve Cumulative Voting Statement. (p.21)
- f. Discuss and Vote to Approve Record Date for Annual 2024 Elections. (p.22)
- g. Discuss and Vote to Approve Zinsco Panel Replacement for 2024. (p.23)
- h. Discuss and Vote to Approve Removal of plants around all tree wells in Mutual Eight. (pp.24-25)
- i. Discuss and Vote to Adopt Revised Occupancy Agreement. (p.26)
- j. Discuss and Vote to Ratify Phone Poll conducted on 2/5/24, regarding Bait Station Services. (p.27)

STAFF BREAK BY 11:00 A.M.

- | | | |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| 10. | SECRETARY / CORRESPONDENCE | Ms. Weisenstein |
| 11. | CHIEF FINANCIAL OFFICER'S REPORT | Mr. Jaunzemis |
| 12. | VICE PRESIDENT REPORT | Mr. Banfield |
| 13. | PRESIDENT REPORT | Ms. Dolch |
| 14. | PORTFOLIO SPECIALIST REPORT | Ms. Kong |
| 15. | ANNOUNCEMENTS | |
| | <ul style="list-style-type: none"> a. NEXT MEETING: Monday, April 22, 2024, 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 8 REPORT

MUTUAL: (8) Eight	INSPECTOR: Albert Armijo
MUTUAL BOARD MEETING DATE: March, 2024	

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR
178-G	WINDOWS	GRF	03/06/24	07/24/24	NONE		LOS AL BUILDERS
183-K	CARPORT CABINET	GRF	03/01/24	04/01/24	NONE		VICKERS
195-K	REMODEL	BOTH	11/06/23	06/30/24	NONE		M&M RENOVATION
195-K	ABETMENT	BOTH	11/06/23	06/30/24	NONE		M&M RENOVATION
195-L	FLOORING	GRF	01/16/24	03/16/24	NONE	Waiting On Final	B&B CARPETS
203-F	FRONT DOOR	BOTH	02/15/24	03/30/24	NONE	WAITING ON FINAL	MAMUSCIA CONSTRUCTION
197-I	REMODEL	BOTH	10/25/23	03/31/24	NONE	SKILIGHT SHAFT 01/18/24	MAMUSCIA CONSTRUCTION

ESCROW ACTIVITY

Unit #	PLI	NBO	FINAL	COE	ROF	New Res. Inspt
193-D	10/12/23					
196-B	02/28/24					
201-K	01/31/24					

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
FENN MAY 31, 2026	Pest and rodent control services
Dr. Pest January 31, 2025	Bait station

SPECIAL PROJECTS/ REQUEST

195-J&K Repipe for sewer main line By BA Construction	
All American Fire doing repairs as needed for sprikler System @ Building 203	
Reroof building 177,181 and 186 by Roofing standards	
Proposal for vents for building 177,181and 186 high pitch roof from	
Proposal for repairs for building 177,181and 186 high pitch roof by	

SHAREHOLDER AND MUTUAL REQUEST

178-G ISSUES WITH REPAIRS IN UNIT AFTER ROOF	

INSPECTOR MONTHLY MUTUAL 8 REPORT

MUTUAL: (8) Eight

INSPECTOR: **Albert Armijo**

MUTUAL BOARD MEETING DATE:	March, 2024
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Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE ROOFING STANDARDS PROPOSAL FOR DRYROT. (BUILDING INSPECTOR'S REPORT, ITEM A)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

I move to approve Roofing Standards Proposal# WM24-007 to start Mutual Eight's 2024 roofing project for buildings 177, 181, and 186 as outlined in the proposal at a total cost not to exceed \$356,400.00. Funds to come from Roofing Reserves and authorize the President to sign any necessary documentation.

PROPOSAL FOR:

Seal Beach Mutual No. Eight (8)
c/o: Mike Banfield, V.P. Mutual 8
P: (818) 357-3327
F: (---)
E: mjbanfield55@gmail.com

BID #: WM24-007

Date: February 21, 2024
Estimator: Will Mulcahy
P: (562) 256-0976
F: (714) 993-9743
E: will@roofingstandards.com

PROJECT:

Mutual 8 - Roofing Project 2024 / Buildings: 177, 181, 186 / High-pitch Roofs

SCOPE OF WORK:

1. **Work Notice:** notices will be posted per unit, approximately 3-5 days prior to start of roof work.
2. **Safety:** set-up safety barriers on the ground and roof-top using battens/caution tape or delineators/safety flags. Secure ladder to fascia using approved ladder mount. Assess/ address possible safety hazards prior to job start.
3. **Demolition:** remove and dispose of shingle system, metal-flashing components, and flat roofing membrane.
4. **Wood Replacement:** any defective wood members discovered post roof removal (not including skylight curbs) will be replaced by others, or at additional cost, see Notes-D.
5. **Vent Screening:** Install new galvanized-steel screens over existing "bird-holes" at eaves using staples.
6. **Pipe Strapping:** Secure existing pipe/vent stacks using "plumbers-tape" and appropriate size screws.
7. **Underlayment:** Install (1) one layer of OC ProAmor Synthetic Underlayment over high-pitch areas.
8. **Ice & Water Shield:** Install new OC Weatherlock Flex (SA) ice/water shield around all penetrations and curbs per manufacture specifications.
9. **Metal Flashing:** see items below
 - a. **Pipes:** install new lead pipe-jacks (12" base/10" riser) over penetrations from 1"- 4" in diameter; new lead counterflashing to be installed over opening of pipe/vent.
 - b. **Vents:** 4" or 7" galvanized T-tops with screens or over vent penetrations, as necessary.
 - c. **Drip-Edge:** install new factory painted 2"x 2" (26GA, Galvanized) edge-metal; color to be: Brown

- d. **Skylight Kits:**
 - i. Skylight Apron & Saddle with Cricket: we will custom fabricate both using 26GA Bonderized metal, fully soldered at joints/seams, and all saddles to include a cricket.
 - ii. Step-flashing: to be fabricated using 26GA Bonderized metal, size to be 8"x12".
 - iii. Skylight Curbs: will be adjusted as necessary using framing-grade Doug Fir, curb adjustments to be completed at no additional cost to Mutual.
 - e. **DryerJack Vents:** install new approved DryerJack #466 roof vent jacks at locations with clothes dryer.
 - f. **Gutter Installation:** install new seamless aluminum gutter (**0.027"**) at eave area underneath new drip-edge flashing. Gutter to be secured using appropriate sized hangers every 24" (OC) using appropriate sized fastener w/neoprene washers. Each building to receive two runs of gutter per side at approximately the same length. Each run of gutter will be capped on both sides using a pre-formed aluminum gutter cap and "expansion joint cover" will be fabricated onsite, covering the gap between separate runs of gutter. Gutter color to be: Rustic Brown
 - g. **Downspout Installation:** install new **3" x 4"** aluminum downspouts at pre-determined locations marked by others. Downspout outlets to be pre-fabricated mill-finished 3x4 rectangles; outlet flange to be at cut-out and sealed using Duralink sealant. Downspout to be secured to stucco wall using aluminum straps and wall anchors; A, B, or "off-set" elbows to be used at joint sections. Downspout Color to be: Ivory
10. **Flat Sections:** Install a double-layer of heat-welded modified-bitumen as follows:
 - a. Fasten (1) layer of 28# base sheet to existing plywood using metal simplex nails.
 - b. Install (1) layer of smooth modified-bitumen over flat section.
 - c. Install low-rise perimeter metal then apply asphalt primer to roof-deck flange and allow to dry.
 - d. Install (1) layer of granulated modified-bitumen over smooth layer "sandwiching" edge-metal.
 11. **Asphalt Shingle:** Install OC Supreme 20yr 3-tab shingle including new starter shingle at perimeter; new 10" high-profile hip/ridge shingles, and field-shingles using appropriate type/qty of fasteners per manufacture instructions. Shingle color to be: Amber
 12. **Sealants:** seal flashing components using Duralink sealant (exposed) or "all weather" modified mastic (non-exposed) as necessary.
 13. **Painting:** new metal flashing components that do not come pre-painted will be painted with "Roof Master" flashing spray paint; color close to match shingle color.
 14. **Ventilation:** Install new OC VentSure rigid 4' x 10" strips over ridgeline using approved fasteners.
 15. **Clean-up:** Perform daily clean-ups leaving the jobsite in a clean professional manner.
 16. **Warranty:** see options below
 - a. Manufacturer – Owens Corning 20-year Limited Material Warranty (25yr Modified).
 - b. Workmanship – Roofing Standards Five (5) Year Labor Warranty.

NOTES

- A. **Payment Terms:** 10% Deposit, 80% Progress, 10% Balance Due within 30 days of Completion.
- B. **Acceptance:** Price above is for acceptance immediately.
- C. **Escalator Clause:** The contract price for this project has been calculated based on the current costs of materials, and major components such as Lumber, Sheet Metal, and Asphalt Based Roofing materials, are volatile commodities that can incur sudden and unannounced price increases. Should there be a price increase on materials purchased for use on Mutual 8's Roofing Project, after execution of contract, then Mutual 8 agrees to pay the cost increase to Roofing Standards. Any claim by Roofing Standards for payment of material cost increase as specified above, shall be in the form of a change-order accompanied with "Cost Increase Letters" from vendors.
- D. **Permits:** Roofing Standards will acquire City Permits and facilitate inspections per project requirements; fees are included in contract price.
- E. **Extra Items:** the following Items to be completed at additional cost.
 - 1. Per unit cost to replace 4'x8' sheet 3/4" installation: \$TBQ
 - 2. Per linear foot replacement cost of fascia installed: \$TBQ
 - 3. Man hour rate for misc. labor requests: \$100.00
 - 4. Per unit cost to remove and reinstall operable satellite dish: Cost included in contract price, realignment of satellite to be completed by others.
 - 5. Per unit cost to remove and reinstall operable TV antenna: Cost included in contract price.
 - 6. All other additional work not included in specifications to be completed by the appropriate trade or billed as extra work / change order.
- F. **Warranty Letter:** Manufacture Warranty to be registered per building within 5 days of City's Final Inspection, via OC Website with OC Addendum Letter attached to each building profile. Manufacture warranty reference number to be listed on Labor Warranty letter.
- G. **Mutual Representation:** GRF Inspector and Mutual 8, Board of Directors.
- H. **Asbestos Abatement:** should a "step-through" occur damaging a ceiling suspected of containing asbestos, Roofing Standards will cover repair costs necessary to return specified damaged area of building back to its original state. Roofing Standards understands the Mutual must follow abatement protocol and will assist/follow as directed. Roofing Standards reserves the right to obtain samples of damaged ceiling and conduct testing for asbestos if necessary.

BUDGET COSTS

Building #	Roof SQ	Estimated Cost Per Bldg. May 2024
13341 N. Fairfield Ln., #181	129.00	\$ 102,800.00
1261 Oakmont Rd., #177	159.00	\$ 126,800.00
1120 Northwood Rd., #186	159.00	\$ 126,800.00
Totals		\$ 356,400.00

ACCEPTANCE

Acceptance of Proposal: (Client) I/we have read, understand, and agree to all the prices, terms and specifications of this agreement. Upon signing I/we authorize Roofing Standards Inc. to complete work as specified above. Payments are to be paid to Roofing Standards Inc. according to payment terms listed above. (Contractor) All material is guaranteed to be as specified, and the above scope of work to be completed in a substantial workmanlike manner.

X _____

Owner Signature Date

X

Contractor Signature Date

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE VICKER'S CONSTRUCTION PROPOSAL FOR DRYROT. (BUILDING INSPECTOR'S REPORT, ITEM B)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

I move to approve Vicker's Construction proposal for dryrot work as outlined in the proposal at the rate of \$50.00 an hour for Mutual Eight buildings 177, 181, and 186. Funds to come from Infrastructure Reserves and authorize the President to sign any necessary documentation.



PROJECT PROPOSAL

DATE: 3/14/2024

PREPARED FOR: M-8 Buildings 177, 181, & 186 and Mutual Inspector Albert A.

PREPARE BY: Victor B. Rodriguez from VICKER'S CONSTRUCTION

Vickersconstruction85@gmail.com

I Vicker's Construction commits to accomplish and perform all needed tasks to fulfill Golden Rain Foundation and Mutual 8 standards. At the hourly rate of \$ 50.00.

DESCRIPTION OF WORK:

- Spread all insulation evenly in attic and secure all vent pipes needed.
- Replace all damage wood affected by dry rot and termite damage.
- Spackle, prime, and paint all areas that were replaced.
- Will pick up all material from purchasing. Any material not available at purchasing department will be obtain at other stores and bill separately with proof of receipts.
- Mutual inspector will notify for any additional work for approval.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE VICKER'S CONSTRUCTION PROPOSAL FOR PAINTING. (BUILDING INSPECTOR'S REPORT, ITEM C)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

I move to approve Vicker's Construction proposal for paint work as outlined in the proposal at the rate of \$50.00 an hour for Mutual Eight buildings 171, 181, and 186. Funds to come from Painting Reserves and authorize the President to sign any necessary documentation.



PROJECT PROPOSAL

DATE: 3/14/2024

PREPARED FOR: M-8 Buildings 171, 181, & 186 and Mutual Inspector Albert A.

PREPARE BY: Victor B. Rodriguez from VICKER'S CONSTRUCTION

Vickersconstruction85@gmail.com

I Vicker's Construction commits to accomplish and perform all needed tasks to fulfill Golden Rain Foundation and Mutual 8 standards. At the hourly rate of \$ 50.00. Will do work as indicated on list provided by inspector.

DESCRIPTION OF WORK:

- Repair cracks caused by re-roofing.
- Caulking and touch up paint as needed.
- Will pick up all material from purchasing. Any material not available at purchasing department will be obtain at other stores and bill separately with proof of receipts.
- Mutual inspector will notify for any additional work for approval.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE J.C. KRESS CONSTRUCTION
PROPOSAL FOR ROOF INSTALLATION.
(BUILDING INSPECTOR'S REPORT, ITEM D)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

I move to approve J.C. Kress Construction proposal# 1 for high pitch roof hood installation at an hourly rate as outlined in the proposal. Funds to come from Roofing Reserves and authorize the President to sign any necessary documentation.



PROPOSAL

DATE	3/13/24
PROPOSAL #	1

1394 Scotch Circle
Placentia, CA. 92870

TO

Re: Mutual 8 hood installation
Physical Properties
Seal Beach, Ca. 90740

QUICKSCOPE OF WORK	ALLOWANCES	AMOUNT
<p>High Pitch roof hood installation</p> <p>Remove existing square kitchen hood exhaust duct in attic, convert to 7 Inch round duct, tape pipe joints with foil type tape, strap new duct with metal strapping tape There are usually 12 units per building</p> <p>325.00 each</p> <p>IF NEEDED</p> <p>Add inline back draft damper if needed, most hoods and hooded microwaves have the damper built into the top of the unit so this should not be required GRF to provide damper</p> <p>20.00 ea.</p> <p>Install GRF hood, hood and damper to be provided by GRF 65.00 per hour per man Standard/original hood replacements have been averaging 2 hours per unit hood installation number of hoods will vary</p> <p>65.00 per hour</p> <p>Any cabinet or counter work if required will be billed at 65.00 per hour per man. Material needed for installation inset type hoods, wood filler blocks, Flat sheet metal,</p> <p>55.00 per hood</p> <p>Broan PM 300 type hoods will not fit in the cabinet if any alterations have been made to the backsplash like tile or a solid surface type material, in these locations you will need to install a standard Broan undermount type hood.</p> <p>Excludes</p> <p>Any hazardous waste material removal or any fees associated with hazardous materials any repairs to interior of unit if required Cost of hood or damper Any countertop or backsplash repairs or work New electrical Any Painting Removal of exhaust fan or curb on roof Permit fees if required</p> <p>Pricing may change due to the volatile nature of the material cost and availability</p>		

TOTAL

J. C. Kress Construction Inc.
1394 Scotch Circle, Placentia, CA. 92870
O (714) 282-0559 C (714) 822-5000 email: jckressc@gmail.com

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: MARCH 25, 2024
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 February 2024.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RESCIND RESOLUTION DATE 9/25/23, REGARDING
NOT REMOVING DOCUMENTS FROM LWSB WEBSITE.
(NEW BUSINESS, ITEM B)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

I move to rescind resolution dated 9/25/23, "RESOLVED to NOT have any document removed from the public LWSB Mutual Eight Website."

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO REMOVE MUTUAL DOCUMENTS FROM MUTUAL EIGHT LWSB WEBSITE. (NEW BUSINESS, ITEM C)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

Currently have under website:

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

Procedures/Governing Documents: Mutual By-laws, Management Agreement, Procedures,
Rules & Regulations

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 Eight resident
viewing only.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPOINT HOA ELECTIONS OF CALIFORNIA AS INSPECTORS OF ELECTIONS. (NEW BUSINESS, ITEM D)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

Article VI, Section 5: (v) Specify a method of selecting one (1) or three (3) independent third parties as inspector or inspectors of elections (the "Inspector" or "Inspectors") utilizing one (1) of the following methods: (1) Appointment of the Inspector or Inspectors by the Board. (2) Election of the Inspector or Inspectors by the Shareholders of the Mutual. (3) Any other method for selecting the Inspector or Inspectors.

I move to appoint HOA Elections of California as Mutual Eight's Inspectors of Election for the 2024-2025 Election of Directors.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE CUMULATIVE VOTING STATEMENT.
(NEW BUSINESS, ITEM E)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

Section 5.4 – Cumulative Voting. Each Shareholder entitled to vote at any election of Directors where two (2) or more positions are to be filled shall have the right to cumulate such Shareholder's votes by giving one (1) candidate a number of votes equal to the number of Directors to be elected, multiplied by the number of votes to which the Shareholder is entitled, or by distributing the Shareholder's votes on the same principle among as many candidates as that Shareholder desires.

Per the Mutual's By-laws, Article V, Section 5.4, I _____ Shareholder of Mutual Eight Unit _____, intend to vote cumulatively for the Elections of Directors for the 2024-2025 term of office.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE RECORD DATE FOR ANNUAL 2024 ELECTIONS. (NEW BUSINESS, ITEM F)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

Article V, Section 5.6 – Record Dates. The Board may fix, in advance, a date as the record date for the purpose of determining the Shareholders entitled to notice of meeting of Shareholders and to vote, as follows:

(a) The Board may fix, in advance, a date as the record date for the purpose of determining the Shareholders entitled to notice of any meeting of Shareholders. Such record date shall not be more than sixty (60) days nor less than ten (10) days before the date of the meeting. If no record date is fixed, Shareholders at the close of business on the business day preceding the day on which notice is given are entitled to notice of a meeting of Shareholders. A determination of Shareholders entitled to notice of a meeting of Shareholders shall apply to any adjournment of the meeting, unless the Board fixes a new record date for the adjourned meeting.

I move to approve the record date of _____ for the annual 2024 Mutual Eight elections.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE ZINSCO PANEL REPLACEMENT FOR 2024. (NEW BUSINESS, ITEM G)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

I move to approve the plan to have a total of 10 zinsco panels replaced for 2024 in Mutual Eight.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE REMOVAL OF PLANTS AROUND ALL TREE WELLS IN MUTUAL EIGHT. (NEW BUSINESS, ITEM H)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

I move to approve the plan to remove plants around all tree wells in Mutual Eight.

Request: Write report explaining how plants around a tree trunk can hurt the roots and tree growth.

Results:

It's often believed that a tree's roots extend very deep into the ground and outward for long distances. If this were the case, there would be less likelihood of damaging a tree by covering a small area immediately around the tree. But in reality, nearly all tree species have their roots rather close under the surface of the soil, these roots are called feeder roots and are located in the top 6 to 12 inches of the soil, these are the roots that gather most of the tree's water and nutrients, it is these roots that are mostly damaged when digging for installation of new plants.

Additionally, having grass, weeds, or plants near the base of the tree can interfere with its roots and steal nutrients from the tree, stunting the trees growth and development and in worst cases can lead into the death of the tree.



Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO ADOPT REVISED OCCUPANCY AGREEMENT.
(NEW BUSINESS, ITEM I)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

I move to adopt the revised Occupancy Agreement effective March 25, 2024.

Mutual Corporation No. Eight

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY PHONE POLL CONDUCTED ON 2/5/24,
REGARDING BAIT STATION SERVICES.
(NEW BUSINESS, ITEM J)
DATE: MARCH 25, 2024
CC: MUTUAL FILE

I move to ratify phone poll conducted on 2/5/24, regarding hiring Dr. Pest for bait station services and a purchase of 82 bait stations not to exceed a total cost of \$1,314 and monthly services of \$369. Funds to come from Pest Control and authorize the President to sign any necessary documentation.