

PLEASE DO NOT DROP INTO THE MAIL SLOTS

**MINUTES OF THE REGULAR MONTHLY MEETING
BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIVE
July 18, 2018**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President Coven on Wednesday, July 18, 2018, at 9:00 a.m. in Building Five, Conference Room B, followed by the *Pledge of Allegiance*.

SHAREHOLDERS' COMMENTS

Several shareholder comments were made.

ROLL CALL

Present: President Coven, Secretary Boryta, Chief Financial Officer Tran, and Directors Cude, Powell, and Deady

Absent: Vice President Van Wyk

GRF Representative: Mr. Gould

Guests: Twelve shareholders of Mutual Five

Staff: Ms. Hopkins, Mutual Administration Director
Mr. Meza, Building Inspector
Ms. Villalobos, Recording Secretary

MINUTES

The Minutes of the Regular Meeting, June 20, 2018 were approved by general consent.

BUILDING INSPECTOR'S REPORT

Inspector Meza presented the monthly report (attached).

Following questions, Inspector Meza left the meeting at 9:10 a.m.

GRF REPRESENTATIVE'S REPORT

GRF Representative Gould presented his report (attached).

Following questions, GRF Representative Gould left the meeting at 9:15 a.m.

Following a discussion, and upon a MOTION duly made by Director Cude and seconded by Secretary Boryta, it was

RESOLVED, To place the following resolution dated June 20, 2018, for rescinding on the August 15, 2018 Regular Board Meeting:

RESOLVED, To approve to spend no more than \$20,000 to landscape the green on Golden Rain Road between buildings 91 and 92.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Director Deady and seconded by CFO Tran, it was

RESOLVED, To approve funds from Mutual Five for the tree removal at Unit 99-L.

The MOTION passed.

NEW BUSINESS

Following a discussion, and review of New Business Item A. Policy 7585.05 Protocol for Enforcing Governing Documents, it was the consensus of the Board to return it to the Policy Committee for edits and re-introduce to Board at next meeting.

Following a discussion, and upon a MOTION duly made by Secretary Boryta and seconded by Director Deady, it was

RESOLVED, To amend Mutual Five Policy 7425.05 Garden Areas, Trees, and Shrubs on a preliminary basis until the 30-day posting period is complete.

The MOTION passed with four "yes" votes and two "no" votes.

Following a discussion, President Coven appointed Shareholder Mary Gates of Unit 123-I to the Mutual Five Carport Committee.

Following a discussion, President Coven appointed Shareholder Terry Walters of Unit 72-K to the Mutual Five Policy Committee.

Following a discussion, President Coven appointed Shareholder George Walters of Unit 72-K to the Mutual Five Emergency Committee.

Following a discussion, President Coven appointed Shareholder Steven Snyder of Unit 123-C to the Mutual Five Finance Committee.

Following a discussion, President Coven appointed Shareholder Linda Deroug of Unit 109-D to the Mutual Five Architectural Committee.

Following a discussion, President Coven appointed Shareholder Rachel Chang of Unit 112-L to the Mutual Five Administrative Assistant.

SECRETARY / CORRESPONDENCE

Secretary Boryta receive no correspondence.

CHIEF FINANCIAL OFFICER'S REPORT

CFO Tran presented her report (attached)

Following a discussion, and upon a MOTION duly made by CFO Tran and seconded by President Coven, it was

RESOLVED, To approve that Mutual Five purchase a Certificate of Deposit in the amount not to exceed \$150,000, for one year term. Using funds from the Restricted Reserve Account.

The MOTION passed.

MUTUAL ADMINISTRATION DIRECTOR

Mutual Administration Director Hopkins presented her report (attached).

ANNOUNCEMENTS

NEXT REGULAR BOARD MEETING: August 15, 2018, 9:00 a.m.
in Conference Room B.

COMMITTEE - REPORTS

President Report

President Coven presented her report (attached).

Physical Property

Director Cude submitted his report (attached).

Laundry Rooms/Emergency Information

Director Powell conducted the Emergency Preparedness drawing.

Carports

Secretary Boryta had no report.

COMMITTEE – REPORTS (continued)

Landscaping

Director Deady presented her report.

DIRECTOR'S COMMENT

No Directors made any comments.

SHAREHOLDERS' COMMENTS

Several shareholders made comments.

ADJOURNMENT

There being no further business to conduct, President Coven adjourned the meeting at 11:25 a.m. and stated an Executive Session would follow to discuss member issues.



Attest, Joan Boryta, Secretary
SEAL BEACH MUTUAL FIVE
cv: 7/18/2018
Attachments

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING JULY 18, 2018**

07/18/18 RESOLVED, To place the following resolution dated June 20, 2018, for rescinding on the August 15, 2018 Regular Board Meeting:

RESOLVED, To approve to spend no more than \$20,000 to landscape the green on Golden Rain Road between buildings 91 and 92.

RESOLVED, To approve funds from Mutual Five for the tree removal at Unit 99-L.

RESOLVED, To amend Mutual Five Policy 7425.05 Garden Areas, Trees, and Shrubs on a preliminary basis until the 30-day posting period is complete.

RESOLVED, To approve that Mutual Five purchase a Certificate of Deposit in the amount not to exceed \$150,000 for a term of one year using funds from the Restricted Reserve Account.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(05) FIVE**

INSPECTOR: **Mike Meza**

MUTUAL BOARD MEETING DATE: **July 18, 2018**

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	Improvement Values	RECENT INSPECTION	CONTRACTOR
91-L	KITCHEN REMODEL		08/22/17	02/09/18	\$7,000		BERGKVIST
110-D	REMODEL	BOTH	09/11/17	12/18/17	\$17,673	02/28/18 LATH/PLUMB	ROBERTS CONSTRUCTION
110-A	KITCHEN/BATH REMODEL	BOTH	09/30/17	04/17/18	\$37,000	FINAL 05/21/18	TOM JEAN CONSTRUCTION
95-L	COUNTER TOP	BOTH	10/02/17	02/02/18	\$5,325		WESTBY4HOMES
112-F	LOWER CARTPORT STORAGE	GRF	10/05/17	11/15/17	\$500		HANDYMAN
91-E	HEAT PUMP	BOTH	10/09/17	01/20/18	\$3,300		GREENWOOD
111-F	EZ ACCESS TUB	BOTH	10/10/17	12/13/17	\$1,410	FINAL 01/12/18	NUKOTE
121-F	REMODEL	BOTH	11/20/17	05/25/18	\$160,000		HADI CONSTRUCTION
125-I	WINDOWS/SLIDER	BOTH	11/20/17	05/25/18	\$6,650	03/01/18 FINAL	SEAPORT WINDOWS
71-C	EZ ACCESS TUB	BOTH	12/01/17	01/11/18	\$1,410	FINAL 01/12/18	NUKOTE
115-A	EZ ACCESS TUB	BOTH	12/05/17	01/12/18	\$1,410	FINAL 01/12/18	NUKOTE
91-L	COUNTER TOP	BOTH	01/05/18	02/15/18	\$15,050		GRANITE TRANSFORMATI
118-K	WASHER/DRYER	BOTH	01/05/18	02/15/18		ROUGH 01/19/18	OGAN
118-K	WASHER/DRYER	BOTH	01/05/18	02/15/18		01/19/18 FRAM/ELEC/PLUMB	OGAN
118-K	WASHER/DRYER	BOTH	01/05/18	02/15/18	\$10,400	03/07/18 FINAL	OGAN
111-F	BATHROOM REMODEL	BOTH	01/08/18	06/15/18	\$15,000	03/06/18 FRAM/ELEC/PLUMB	NATIONWIDE PAINTING
111-F	BATHROOM REMODEL	BOTH	01/08/18	06/15/18	\$15,000	FINAL 04/03/18	NATIONWIDE PAINTING
106-H	EZ ACCESS TUB	BOTH	01/10/18	02/22/18	\$1,410		NUKOTE
72-A	FLOORING	GRF	01/11/18	02/28/18	\$1,400		BIXBY PLAZA
103-F	HEAT PUMP	BOTH	01/11/18	04/24/18	\$3,540		GREENWOOD
118-K	HEAT PUMP	BOTH	01/26/18	03/30/18	\$7,350	FINAL 04/06/18	GREENWOOD
113-I	PATIO DOOR	GRF	02/17/18	03/30/18	\$600	03/14/-18 FINAL	LW DÉCOR
103-K	WALL HEATER	GRF	02/26/18	03/28/18	\$1,700		BERGIN ELECT.
118-K	EZ ACCESS TUB	BOTH	03/07/18	03/07/18	\$1,410		NUKOTE
121-K	HEAT PUMP	BOTH	03/09/18	06/20/18	\$2,900	FINAL 04/09/18	GREENWOOD
97-I	ROOM ADDITION	BOTH	03/10/18	07/06/18	\$79,000	FINAL 06/14/18	MP CONSTRUCTION
97-C	REMODEL	BOTH	04/02/18	06/11/18		04/16/18 FRAM/ELEC/PLUMB	CAL CUSTOM INTERIORS
97-C	REMODEL	BOTH	04/02/18	06/11/18	\$67,073	04/17/18 DRYWALL & LATHE	CAL CUSTOM INTERIORS
93-F	SKYLIGHT	BOTH	04/11/18	06/29/18	\$3,750		B.A. CONSTRUCTION
96-I	BATH REMODEL/WINDOWS	BOTH	05/01/18	08/31/18		05/09/18 FRAM/ROUGH PLUM	LOS AL BUILDERS
96-I	BATH REMODEL/WINDOWS	BOTH	05/01/18	08/31/18	\$13,110	FINAL 06/27/18	LOS AL BUILDERS
101-G	WASHER/DRYER & CLOSET	BOTH	05/01/18	07/02/18		05/16/18 plum/elec/framing	LOS AL BUILDERS
101-G	WASHER/DRYER & CLOSET	BOTH	05/01/18	07/02/18		05/21/18 DRYWALL	LOS AL BUILDERS
101-G	WASHER/DRYER & CLOSET	BOTH	05/01/18	07/02/18	\$10,740	FINAL 06/21/18	LOS AL BUILDERS
111-J	HEAT PUMP	BOTH	05/01/18	06/01/18	\$5,600	FINAL 05/11/18	ALPINE
100-K	BATH FLOORING	GRF	05/05/18	06/01/18	\$1,100	FINAL 05/10/18	MP CONSTRUCTION
96-B	KITCHEN CABINET/WINDOWS	BOTH	05/07/18	07/23/18		06/14/18FRAM/SHEAR/FLASH	MP CONSTRUCTION
96-B	KITCHEN CABINET/WINDOWS	BOTH	05/07/18	07/23/18		06/21/18 LATH/INSULATION	MP CONSTRUCTION
96-B	KITCHEN CABINET/WINDOWS	BOTH	05/07/18	07/23/18	\$26,000		MP CONSTRUCTION
106-G	HEAT PUMP	BOTH	05/07/18	06/07/18	\$7,400	FINAL 05/09/18	ALPINE
108-C	FLOORING/CARPET	GRF	05/07/18	05/30/18	\$3,000	FINAL 05/16/18	KARY'S CARPETS
94-I	FLOORING	BOTH	05/21/18	06/21/18	\$838	FINAL 06/08/18	G.L. GUNDERSON CARPET.
100-D	WASHER/DRYER	BOTH	05/21/18	07/15/18	\$6,500		J.C. KRESS
120-K	WINDOWS/SLIDER	BOTH	05/25/18	06/25/18	\$3,250	FINAL 06/08/18	BROTHERS GLASS
111-D	FLOORING	GRF	05/25/18	06/25/18	\$1,980	FINAL 06/05/18	KARY'S CARPETS
115-A	WINDOWS/SLIDER	BOTH	05/31/18	07/01/18	\$6,750	FINAL 06/08/18	SWENMAN COMPANY
92-E	FLOORING	GRF	06/01/18	07/01/18	\$3,600	FINAL 06/13/18	KARY'S CARPETS
95-L	GARDEN PAD	GRF	06/07/18	07/07/18	\$601		ANGUIANO LAWN CARE
114-H	SKYLIGHT REPLACE	GRF	06/15/18	07/15/18	\$1,700		M&M CONSTRUCTION
105-C	REMODEL	BOTH	06/20/18	11/15/18	\$101,425		J.C. KRESS
121-H	FLOORING	GRF	06/20/18	06/27/18	\$3,734	FINAL 06/27/18	V&S CARPET
119-B	WINDOWS/SLIDER	BOTH	06/20/18	07/06/18	\$3,200		BROTHERS GLASS
123-K	HEAT PUMP	BOTH	06/22/18	09/22/18	\$2,850		GREENWOOD
90-G	FLOORING	GRF	06/22/18	06/29/18	\$5,200	FINAL 06/28/18	MP CONSTRUCTION

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE			INSPECTOR: Mike Meza				
MUTUAL BOARD MEETING DATE: July 18, 2018							
71-E	SOLAR TUBE	BOTH	06/25/018	07/16/18	\$1,400	FINAL 07/09/18	MP CONSTRUCTION
71-G	HEAT PUMP	BOTH	06/25/18	07/25/18	\$6,500		ALPINE
92-L	KITCHEN REMODEL	BOTH	06/25/18	07/03/18	\$7,384	FINAL 07/02/18	GRANITE TRANSFORMATI
106-D	FLOOR/KIT/BATH REMODEL	BOTH	06/30/18	09/18/18	\$19,815		LOS AL BUILDERS
116-A	KITCHEN REMODEL	BOTH	06/30/18	09/30/18	\$14,445		LOS AL BUILDERS
70-E	HEAT PUMP	BOTH	07/05/18	08/05/18	\$7,900		ALPINE
104-G	FLOORING	GRF	07/16/18	09/16/18	\$7,438		BIXBY PLAZA

ESCROW ACTIVITY

Unit #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
69-K		05/18/18					
71-K		05/18/18	06/19/18	06/19/18			
72-D		07/10/17					
90-G		02/09/18	06/05/18	06/05/18			
95-H		03/29/18					
96-K	04/24/18						
97-J		03/21/18	06/12/18	06/12/18			
106-D		05/18/18					
108-C		04/12/18	06/26/18	06/28/18			
110-L		02/23/18	05/08/18	05/09/18	06/11/18	06/11/18	
111-D		04/12/18	06/05/18	06/05/18			
112-D		03/16/18					
114-L		03/13/18					
115-A		04/26/18	05/01/18	05/18/18	06/11/18	06/11/18	
120-K		04/04/18	04/17/18	05/14/18			
121-K							

SHADED AREAS HAVE BEEN SIGNED OFF

NMI = New Member Inspection **PLI** = Pre-Listing Inspection **NBO** = New Buyer Orientation
FI = Final Inspection **FCOEI** = Final COE Inspection **ROF** = Release of Funds

CONTRACTS

CONTRACTOR	PROJECT
BRIGHT VIEW	2020 Landscaping
EMPIRE PIPE	2020
FENN	2020 Insect, and Pest Control
CALIFORNIA RE-PIPE SPECIALIST	Aug, 2018- June, 2019 Re-Pipe 36 buildings
ERC INC.	Aug, 2018- June, 2019 Asbestos Removal

SPECIAL PROJECTS

Unit #	Contractor	Discription of Work

Calls and Visits to Units

40

*COMPLETED PATIO INSPECTIONS THRU OUT MUTUAL

PRESIDENT'S REPORT
MUTUAL 5
July 18, 2018

So here we are on the cusp of starting a major re-construction project. Sometime in August, California Re-Pipe is scheduled to start re-piping the fresh water pipes in the attics of the 18 buildings that are contracted for 2018.

Before that we have a small concrete job on the swale between Mutual 4 and Mutual 5. After a fifty-five year life, the above ground concrete swale was broken in spots that didn't allow the water to flow downhill. The water was trapped and created small catchment areas where mosquitos were breeding profusely. The new swale will be underground.

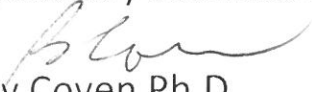
Speaking of mosquitos it's that time of year when we have to be extra vigilante about any standing water in the garden or on the patio. Be sure to empty all the water from saucers under flower pots – every time you water.

For your information we welcomed two new shareholders in June for a total of thirteen so far this year.

We have been upgrading our Web site bit by bit. If you have any suggestions, let us know.

Have a happy summer.

Respectfully submitted,



Betty Coven Ph.D.

President, Mutual 5

Wayne R. Gould
GRF Director
Mutual 5

July 2018 M5 GRF Director's Report

Summer has arrived in Leisure World and with it comes the heat. Please remember to check in on your neighbors that don't have air conditioning. GRF has cooling centers, better known as clubhouses, where you can go to cool down. Clubhouse 1 is my favorite. Be sure to hydrate!

GRF continues to work on community projects. Mission Park is coming along nicely with all cement work completed, landscaping sprinklers in, the Bocce Ball court completed and filled with crushed oyster shell, lighting in and working(All LED for energy savings), and garden areas delineated. The existing garden area on the north side of Club House 2 has been long neglected but will be improved and renamed Serenity Garden.

Our new amphitheater sound system has really added to the show season so far and we are pleased with its performance. If you haven't heard it yet you will be pleasantly surprised. Note the new Paint too!

The display sample section of the center divider on South St Andrews is done and in. Look for action in ADRC and the full board to expand this to the remaining areas of the center divider. There is much talk about the removal of the trees in the center divider of North St Andrews. Their removal was necessitated by the destructive root invading and undermining of the roadway surface. Look for new trees and landscaping in that area.

The first pool area survey is in and over 900 responses were received. The second survey will be out in August and GRF is listening. This will be your chance to shape the scope of the project. Exciting new addition to our community and will take us the next 50 years with fun and exercise.

Respectfully Submitted
Wayne R. Gould

Mutual 5 - July 18, 2018
Financial Report

Total YTD Actual Operating expense	\$308,286
Total YTD Budget Operating expense	\$325,944
Surplus as of June 2018	\$17,658

The total ending values of investment accounts :

- US Bank Wealth Management \$1,095,000.00
- Morgan Stanley \$1,103,000.00

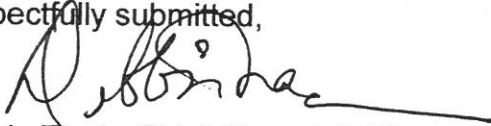
Ending Balances of Designated Accounts Used for :

- Restricted Reserves \$495,963.53
- Non-Restricted Reserves \$477,109.21
- Impound Tax Reserves \$185,839.51
- Checking Account \$ 47,253.88

The ending balance of the reserves are below:

- Appliance \$9,331.34
- Painting \$248,817.94
- Contingency Operating \$50,705.68 (unchanged)
- Roofing \$863,746.41
- Emergency \$105,370.10
- Infrastructure \$1,761,952.85

Respectfully submitted,



Debbie Tran - Chief Financial Officer

Mutual Administration Director's Report July 2018 Election Results Term 2018-2019

Mutual	# of Units	# of Estates at time of Election	Total # of Ballots Received	Total % of Members Voting	Total Votes Cast for Write-in Candidates Who Accepted Nomination	Total Votes Cast for Abstention Only	Total Votes Cast for Quorum Only
ONE	844	21	423	51%	0	1	0
TWO	864	25	410	48%	0	6	7
THREE	432	16	199	47%	0	6	2
FOUR	396	10	215	55%	0	3	2
FIVE	492	9	218	45%	0	2	15
SIX	408	9	214	53%	0	2	1
SEVEN	384	18	209	57%	0	4	1
EIGHT	348	7	190	55%	0	1	2
NINE	384	5	194	51%	0	1	1
TEN	276	No election this year; annual meeting only					
ELEVEN	312	5	200	65%	0	2	0
TWELVE	452	12	207	47%	72	9	1
FOURTEEN	328	5	229	70%	0	7	4
FIFTEEN	502	22	327	68%	0	4	8
SIXTEEN	60	2	31	53%	0	0	0
SEVENTEEN	126	7	79	66%	0	0	3

Mutual	President	GRF Directors
ONE	Sandra Luther-Stark	Richard Stone Leah Perrotti
TWO	Sandy Esslinger	Paul Pratt Paula Snowden
THREE	Carol Ginthner	Linda Stone
FOUR	Bob Slater	Marsha Gerber
FIVE	Dr. Betty Coven	Wayne Gould
SIX	Mary Granger	Susan Hopewell
SEVEN	Sue Rotter	Kathleen Rapp
EIGHT	Camille Thompson	Suzanne Fekjar
NINE	Debra Schnauffer	Antonio Dodero
TEN	Ruthann Arlart	Ronde Winkler
ELEVEN	Geoff Davies	Irma Heinrichs
TWELVE	Richard Carson	
FOURTEEN	Lee Melody	Barry Lukoff
FIFTEEN	Jackie Dunagan	Robert Crossley
SIXTEEN	Al Grenrock	
SEVENTEEN	Cathy Gassman	Perry Moore

Physical Property Committee Report 7-18-2018

Mutual 5 is in the process of having Service Maintenance inspect the sewer pipes in all buildings using a SeeSnake video camera. We have done four buildings so far and all but one building, 123, have looked reasonably good. But in 123, a cell phone was found in the sewer line under the building near the Laundry end of the building. Nobody knows how it got there, but the camera operator, using the SeeSnake, was able to work the phone out of the 4" pipe under the building and out into the larger 6" main-line sewer pipe. We will continue to watch this situation, but we have been assured that in the larger size sewer pipe there is little chance for a stoppage. This is a good time to remind ourselves that we all need to take precautions to protect our sewer facilities. The flyer below is a reminder for us all to heed.

HOW TO PREVENT TOILET STOPPAGES

HERE ARE SOME USEFUL TIPS TO HELP
PREVENT TOILET STOPPAGES WHICH CAN
AFFECT YOU AND/OR YOUR WHOLE
BUILDING.

****ONLY FLUSH TOILET PAPER****

WHAT SHOULD NOT BE FLUSHED????

- WIPES (BABY WIPES, CLEANING WIPES, ETC)
- PAPER TOWELS
- DIAPERS
- KLEENEX TISSUES
- RAGS
- FEMININE PRODUCTS

**"NO WIPES IN THE PIPE, AND
NO CELL PHONES EITHER!"**

-MESSAGE FROM SERVICE MAINTENANCE DEPARTMENT-