

PLEASE DO NOT DROP INTO THE MAIL SLOTS

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIVE**

March 15, 2023

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President DeRungs on Wednesday, March 15, 2023 at 9:00 a.m. followed by the Pledge of Allegiance led by President DeRungs via Zoom/Video Conference Call and Conference Room B.

ROLL CALL

Present: President DeRungs, Vice President Murphy, Secretary Gardner, Chief Financial Officer Cude, Director Shannon (entered at 9:20 a.m.), and Director Gould (all directors via zoom).

Absent: Director Powell

GRF Representative: Mr. Thompson (absent)

Guests: One Mutual Five Shareholder (via zoom)
One Mutual Five Shareholders (in person)

Staff: Mr. Meza, Building Inspector (entered at 9:02 a.m.)
Ms. Barua, Portfolio Specialist
Ms. Equite, Assistant Portfolio Specialist

SHAREHOLDER COMMENTS

No shareholders made a comment.

MINUTES

The Regular Meeting Minutes of February 15, 2023 were approved by general consent of the board to stand as printed.

GRF REPRESENTATIVE'S REPORT

No report.

BUILDING INSPECTOR'S REPORT

Building Inspector Meza presented his report (attached).

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to accept the Roofing Standards proposal for reroofing buildings 96, 97, 107, 112, 123, and 125, at a cost not to exceed \$708,029.69. Funds to come from Roofing Reserves and authorize the President to sign any necessary documentation.

The MOTION passed unanimously with ROLL CALL vote.

Following questions, Mr. Meza left the meeting at 9:19 a.m.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED 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 2023.

The MOTION passed unanimously with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to accept the CliftonLarsonAllen LLP Engagement Letter for the 2022 audit and to authorize the President to sign the letter.

The MOTION passed unanimously with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Secretary Gardner and seconded by Chief Financial Officer Cude, it was

RESOLVED to accept the proposal from National Service Company to install and service commercial laundry equipment in 9 laundry rooms for a term of 5 years and authorize the President to sign any necessary documentation.

The MOTION passed with five "yes" votes (DeRungs, Cude, Gardner, Gould, Shannon) and one "no" vote (Murphy) with ROLL CALL vote.

Director Shannon left the meeting at 9:52 a.m. (via zoom)

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to appoint Accurate Voting Services as Mutual Five's Inspectors of Election for the 2023-2024 Election of Directors.

The MOTION passed unanimously with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Gould and seconded by Vice President Murphy, it was

RESOLVED to approve the Loyalty Update Plan for a three-year agreement with Association Reserves from 2024-2026 for the Mutual Five Reserve Study at a cost not to exceed \$1,250 per year. Funds to be taken from Operating Budget, Miscellaneous Services and authorize the President to sign the contract.

The MOTION passed unanimously.

SECRETARY / CORRESPONDENCE

No correspondence received.

CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Cude presented his report (attached).

PRESIDENT'S REPORT

No report.

PORTFOLIO SPECIALIST'S REPORT

Senior Portfolio Specialist Barua presented her report (attached).

ANNOUNCEMENTS

- a. **NEXT MEETING:** Wednesday, April 19, 2023, at 9:00 a.m. via Zoom/Video Conference Call and Conference Room B.

COMMITTEE REPORTS

Landscape

No report was presented.

**BOARD OF DIRECTORS
MUTUAL FIVE**

March 15, 2023

Physical Property

No report was presented.

Laundry Rooms/Emergency Information

No report was presented.

DIRECTORS' COMMENTS

No Directors made comments.

ADJOURNMENT

President DeRungs adjourned the meeting at 10:04 a.m. and announced that there would be an Executive Session following the meeting to discuss members issues.

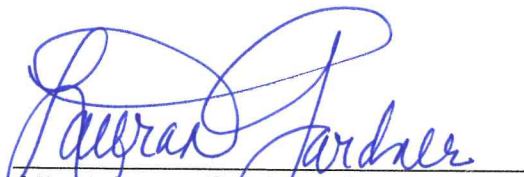
EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on Wednesday, March 15, 2023, at 10:24 a.m., and took the following actions:

The board approved the Regular Executive Session Minutes of February 15, 2023

1. Legal Matters
 - a. No legal matters were discussed.
2. Contracts
 - a. One contract was discussed.
3. Assessments / Delinquencies
 - a. Several letters were drafted.
 - b. Several accounts to monitor.
 - c. Several accounts were closed.
4. Disciplinary Hearings
 - a. No disciplinary hearings occurred.

The Executive Session was adjourned at 11:38 a.m.



Attest, Laura Gardner, Secretary
SEAL BEACH MUTUAL FIVE
RB/DE 03/15/23
Attachments

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE	INSPECTOR: Mike Meza
MUTUAL BOARD MEETING DATE: March, 2023	

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	Improvement Values	RECENT INSPECTION	CONTRACTOR
95-G	UNIT REMODEL	BOTH	11/20/22	03/15/23	\$138,700	FRAM, ELEC 01/26/23	JC KRESS
70-F	ELECTRICAL WORK	BOTH	11/01/22	01/30/23	\$750	FINAL 01/26/23	CJ CONSTRUCTION
118-F	ROOM ADDITION	BOTH	11/10/23	04/30/23	\$88,000		MP CONSTRUCTION
98-C	COUNTERS/ WASH/DRYER	BOTH	11/12/22	03/30/23	\$20,000	FINAL 02/23/23	MP CONSTRUCTION
113-A	COUNTERTOP KIT	BOTH	11/14/22	12/10/22	\$9,350	WAITING ON CONTRACTOR	M&M SKYLIGHTS
106-E	FLOORING	GRF	12/28/23	02/28/23	\$4,600		B&B CARPET
97-C	SLIDING DOOR	BOTH	12/31/23	02/28/23	\$7,800	LATHE/FLASH 02/06/23	VICKERS CONSTRUCTION
121-B	UNIT REMODEL	BOTH	01/01/23	07/30/23	\$65,000		MP CONSTRUCTION
105-C	WINDSCREEN PATIO	GRF	01/03/23	01/15/23	\$1,540	FINAL 01/11/2023	CUSTOM GLASS
93-L	ELECTRICAL OUTLETS	BOTH	01/05/23	04/30/23	\$2,000		JULIAN AGUILAR ELECTRIC
72-J	FLOORING	GRF	01/15/23	02/28/23	\$4,625		KARYS CARPET
102-K	PORCH FLOORING	GRF	01/16/23	02/16/23	\$1,188	FINAL 02/10/23	CORNERSTONE FLOORS
115-F	LOWER STORAGE CABINET	GRF	01/20/23	02/26/23	\$1,100		VICKERS CONSTRUCTION
115-F	ELECTRICAL OUTLETS	BOTH	01/26/23	03/01/23	\$1,450	FINAL 02/10/23	VICKERS CONSTRUCTION
116-K	LOWER STORAGE CABINET	GRF	01/30/23	03/01/23	\$950	FINAL 02/10/23	VICKERS CONSTRUCTION
113-D	HEAT PUMP	BOTH	02/13/23	05/13/23	\$7,835		GREENWOOD
116-A	SHOWER REMODEL	BOTH	01/30/23	05/18/23	\$23,450		LOS AL BUILDERS
112-C	UNIT ABATEMENT	GRF	02/07/23	02/09/23	\$3,200	FINAL 02/09/23	UNIVERSAL ABATEMENT
115-B	CARPORT CABINET	GRF	02/13/23	03/18/23	\$950		VICKERS CONSTRUCTION
118-F	UNIT REMODEL	BOTH	11/10/23	04/30/23	\$88,000	Framing, electrical, 02/10/23	MP CONSTRUCTION
123-D	COUNTERTOPS	BOTH	03/01/23	06/30/23	\$6,800		MP CONSTRUCTION
121-K	LOWER STORAGE CABINET	GRF	03/16/23	04/15/23	\$950		VICKERS CONSTRUCTION

ESCROW ACTIVITY

Unit #	NMI	PLI	NBO	FI	FCOEI	ROF	ACTIVE, CLOSING, CLOSED
							9 0 2
101-B		06/21/22					
101-L		02/21/23					
104-F		01/27/23					
105-I		12/13/22					
115-F		10/13/22	01/10/23	01/11/23	1/26/2023	03/01/2023	
116-E		12/06/22					
122-L		11/17/22					
122-E		10/21/22	01/03/23	01/03/23	01/17/23	03/01/2023	
122-L		11/17/22					
124-J		11/17/22					
124-L		02/24/23					

SHADED AREAS HAVE BEEN SIGNED OFF

FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

CONTRACTS

CONTRACTOR	PROJECT
J&J LANDSCAPE AUGUST 8th 2025	Landscaping & Irrigation
EMPIRE PIPE DECEMBER 31st 2022	Annual inspection
FENN MAY 31st 2023	Pest and rodent control services

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(05) FIVE** INSPECTOR: **Mike Meza**

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

	BID packages are due March 17, 2023
ROOFING PROJECT	Buildings 70, 100, 101, 113, 120
	Completed buildings: 70, 100, 101, 113

SPECIAL PROJECTS

Contractor	Discription of Work
Roofing 2023	Buildings 96, 97, 107, 112, 123, 125 Propsal will be a Hand out.

SHAREHOLDER AND MUTUAL REQUEST

95-E Roof leak repair	Inspect mutual sidewalks
93-L Electrical issue	Building 120 roof walk
104-G Dry rot repair	
101-C Stucco repair	
123-D Work being done in unit	
112-C Permit question	
92-E Roof leak	
107-E Microwave not working	
115-F Termites at entry way	
124-G Closet door issue	
95-E Refrigerator trim	
94-F Inspect ceiling for leaks	
110-A Rodent activity	
110-H Leak at skylight	
116-K Cracks in bathroom aroung bath fan	
126-E Leak at bath room skylight	
113-J Ceiling stains roof leak	
92-A Inspect for water damage	
90-J Inpspect kitchen sink	
121-D Check paito for egress	
123-D Question about cooktop	
120-A Roofing concerns	

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE	INSPECTOR: Mike Meza
MUTUAL BOARD MEETING DATE: March, 2023	

P.O. Box 2069
Seal Beach CA 90740

Feb Actual	Feb Budget		2023 Y-T-D Actual	2023 Y-T-D Budget
154,005	154,006	Carrying Charges	308,010	308,012
73,122	73,122	Reserve Funding	146,244	146,244
227,127	227,128	Total Regular Assessments	454,254	454,256
1,092	109	Financial Income	2,185	218
1,900	7,256	Other Income	5,075	14,512
2,992	7,365	Total Other Income	7,260	14,730
230,119	234,493	Total Mutual Income	461,513	468,986
95,069	95,069	GRF Trust Maintenance Fee	190,138	190,138
18,639	17,412	Utilities	31,101	34,824
713	556	Professional Fees	738	1,112
0	25	Office Supplies	0	50
3,560	31,936	Outside Services	27,333	63,872
18,651	16,373	Taxes & Insurance	37,302	32,746
73,122	73,122	Contributions to Reserves	146,244	146,244
209,754	234,493	Total Expenses Before Off-Budget	432,856	468,986
20,365	0	Excess Inc/(Exp) Before Off-Budget	28,657	0
15,805	0	Depreciation Expense	31,364	0
4,560	0	Excess Inc/(Exp) After Off-Budget	(2,707)	0
Restricted Reserves				
12,009	0	Appliance Reserve Equity	40,207	0
690	0	Painting Reserve	319,644	0
0	0	Contingency Operating Equity	65,520	0
36,211	0	Roofing Reserve	689,384	0
(829)	0	Emergency Reserve Equity	77,096	0
20,410	0	Infrastructure Reserve	195,341	0
68,492	0	Total Restricted Reserves	1,387,192	0

MUTUAL 5 - February 28, 2023 FINANCIAL REPORT SUMMARY

Line No. **February Highlights:** [Please refer to the Monthly Financial Statement (MFS) for more details and page Nos.]

1 February financials, pages 1-5 and 16 of the **MFS**, show that M-5 is under budget with excess income of **\$28,657**. Property & Liability Insurance Expense is over budget and will continue to be for the next nine months, because of the method of writing off that expense in the **MFS**. Please see the Note on the next page.

Electricity is also over budget because of the billing adjustment applied in February. By the end of the year it should be on budget.

2 GRF Accounting Department is still about four months behind processing M-5 SRO's. We have been informed that additional staff has been hired and existing staff are spending a greater portion of their time on this task. The backlog is being worked on, but no estimate has been given when the backlog will be cleared. Following are stats taken from monthly Open SRO Reports received by M-5:

Dates	No of SRO's	\$ Labor Costs	\$ Parts Cost	
12-31-2020	77	\$5,078	\$683	
12-31-2022	244	\$17,663	\$7,593	Oldest SRO: 9-1-2022
1-31-2023	337	\$21,829	\$13,006	Oldest SRO: 9-1-2022
2-28-2023	370	\$23,984	\$17,237	Oldest SRO 9-8-2022

3 Investment Portfolio: please see page 15 (hand written number at the bottom of page) of the **MFS** to see how the reserve Funds are invested. Most of the available cash is in money-market accounts with a 0.005% interest rate. The remainder is in CD's with 4.3% and 4.4% interest rates. **Accrued interest at the end of the month is \$4,333.33. (See page 5 of this Report)**

ENDING BALANCE BANK ACCOUNTS

4	RESTRICTED RESERVES (acct ending...9690)	1,646,249.06
5	NON-RESTRICTED RESERVES (acct ending...3364)	295,787.17
6	CHECKING ACCOUNT (acct ending...3181) adjusted for outstanding checks	39,452.05
7	M5 INVESTMENTS (US Bancorp Investments)	300,000.00

ENDING BALANCE OF MAJOR RESERVES

Types	Ending Balance	S/H Contribution		MFS Page No.
		Monthly	per unit	
8 ROOFING After Project Commitments for 2022 ReRoofs	689,384.23	47,700.00	96.95	11
9 APPLIANCES	40,206.50	4,321.75	8.78	8
10 PAINTING	319,644.28	690.00	1.40	9
11 INFRASTRUCTURE	195,340.78	20,410.00	41.48	13
12 CONTINENCY OPERATING FUNDS	65,519.68	-	-	10
13 EMERGENCY RESERVES	77,096.30	-	-	12
	1,387,191.77	73,121.75	148.62	

INCOME AND EXPENSES

From Monthly Financial Statement Pages 4, 5, 16	February Actual	February Budget	February Variance	2023 YTD Actual	2023 YTD Budget	MFS Page No.
14 MUTUAL TOTAL INCOME	230,119	234,493	(4,374)	461,513	468,986	5, 16
15 CONTRIBUTION TO RESERVES	73,122	73,122	-	146,244	146,244	4, 5, 16
16 EXPENSES *	41,563	66,302	24,739	96,474	132,604	4
17 EXCESS INCOME over(under) EXPENSES	20,365			28,657		5, 16

* Operating Expenses Do Not include reserve funded projects or GRF Carrying Charges Transfer.

CONCRETE PROJECTS - (Jurado or SM or JJ) 2022

2/28/2023

Line #	Date of Work	Location	2023 Project Cost	Date of Payments	Remarks
17					
18	Sept 2022	Concrete Walks: Bldg. 100F *	7,737.00	9/14/22	Total project cost was \$11,682.00.
19					
20					
21					
22					
23					
24					
25		* Infrastructure Reserves for Concrete			
26		Walks/Drains for 2023			
27		Total to Date:	7,737.00	2023 Budget: \$100,000	

Please Use Water Wisely! The More WATER We Save, The More MONEY We Save!

Fees Collected	Mthly Budget	Feb '23	Jan '23	Dec '22	Nov '22	Oct '22	Sep '22	Aug '22	Jul '22	Jun '22
Buyer's Premium	2,436	0	750	3,750	750	1,500	2,250	1,500	750	3,000
Inspection Fees	4,349	1,875	2,400	6,000	2,400	1,200	1,200	2,400	4,800	4,800
Transfer Fee						250	250			

NOTE:

For P&L Insurance, the policy year begins in November each year and a large deposit is needed up front and is collected in advance by recording higher expenses (9.5% of total budget) for the first nine months of the year and a smaller amount (2.5% of total) over the last three months of the calendar year. At year end, it all averages out.

ROOFING PROJECTS 2023 Budget Year (Construction in _____)

Building No. and Type	Roof Type	Roof SQ	Cost (\$) per SQ	Contract Cost (\$)
96 2 Bedrooms	Low Slope			
97 2 Bedrooms Laundry Room	High Slope			
107 2 Bedrooms Laundry Room	High Slope			
112 2 Bedrooms Laundry Room	High Slope			
123 1 & 2 Bedrooms Laundry Room	Low Pitch			
125 1 & 2 Bedrooms	Low Pitch			
TOTAL				0

ROOFING PROJECTS 2022 Budget Year (Start date: September 13, 2022 | Finish 3 - __ - 23)

Building No. and Type	Roof Type	Roof SQ	Cost (\$) per SQ	Contract Cost (\$)
113 2 Bedrooms (4) (Order of construction) Completed	Low Slope	153	941	143,973
120 1 and 2 Bedrooms (5) Under construction	Low Slope	123	941	115,743
100 2 Bedrooms (3) Completed	Low Slope	153	941	143,973
101 2 Bedrooms (2) Completed	Low Slope	153	941	143,973
70 2 Bedrooms (1) Completed	Low Slope	153	941	143,973
TOTAL		11,527.25		691,635

Avg Cost/Apt = \$11,527

SUMMARY FOR REFERENCE—2023 OPERATING BUDGET

Line #

51 **EXPECTED MONTHLY M5 HOA Income: \$132,057.72** (\$268.41/month X 492 UNITS)

2-28-23

52 **M5 HOA Fees per month per unit: \$268.41** (increase of \$29.74) for year 2023

53 **GRF HOA Fees per month per unit: \$193.23** (increase of \$21.20) for year 2023

2023 OPERATING BUDGET

	Monthly-Average \$ per Unit	Yearly-Total \$ for 492 Units	Total \$ Change From 2022 to 2023
54 OPERATING EXPENSES	134.76	795,622	56,677
55 OPERATING INCOME	14.97	88,382	(4,133)
56 NET OPERATING COST	119.79	707,240	60,810
57 RESERVE FUNDING	148.62	877,461	114,764
58 Total Operating-Reserve	268.41	1,584,701	175,574

2023 RESERVE FUNDING DISTRIBUTION

Project	Monthly-Average \$ per Unit	Yearly-Total \$ for 492 Units	Total Dollar Change
			Per Unit per Month
			From 2022 to 2023
59 APPLIANCE	8.78	51,861	(2.25)
60 PAINTING	1.40	8,280	1.40
61 ROOFING	96.95	572,400	9.50
62 INFRASTRUCTURE	41.48	244,920	19.62
63 TOTAL	148.62	877,461	26.03

*See Appendix B of M5 Budget

2023 LANDSCAPING BUDGET

	Monthly-Average \$ per Unit	Yearly-Total \$ for 492 Units	Total \$ Change From 2022 to 2023
64 LANDSCAPE-CONTRACT	29.70	185,031	15,114
65 LANDSCAPE-EXTRAS	3.39	18,007	(2,067)
66 LANDSCAPE-TREES	3.05	16,000	(2,007)
67 TOTAL	36.14	219,038	11,040

2023 SERVICE REQUEST ORDERS (SRO) BUDGET

	Average Monthly per Unit	Yearly Total for 492 Units	Total Dollar Change From 2022 to 2023
68 STANDARD SERVICE	\$19.14	\$113,003	\$9,978

P.O. Box 2069
Seal Beach CA 90740

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73,122	73,122	Reserve Funding	146,244	146,244
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18,639	17,412	Utilities	31,101	34,824
713	556	Professional Fees	738	1,112
0	25	Office Supplies	0	50
3,560	31,936	Outside Services	27,333	63,872
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15,805	0	Depreciation Expense	31,364	0
4,560	0	Excess Inc/(Exp) After Off-Budget	(2,707)	0
		Restricted Reserves		
12,009	0	Appliance Reserve Equity	40,207	0
690	0	Painting Reserve	319,644	0
0	0	Contingency Operating Equity	65,520	0
36,211	0	Roofing Reserve	689,384	0
(829)	0	Emergency Reserve Equity	77,096	0
20,410	0	Infrastructure Reserve	195,341	0
68,492	0	Total Restricted Reserves	1,387,192	0

MUTUAL 05 - INVESTMENTS												
02/28/23												
Interest Accrual Calculation:												
Purchase	Maturity	Other Investments - US Bancorp	Rate	Par Value	Purchase Price	Annual Interest	Int. Accrual Beginning	Int. Accrual Monthly	Int. Accrual Ending	Interest Paid (Memo)	Copy	Int. Accrual Ending
10/26/22	10/26/23	American Express Natl Bk Sandy UT	4.30%	200,000	200,000.00	8,600.00	2,150.00	716.67	2,866.67			2,866.67
10/26/22	04/26/24	Pacific Premier Bk Irvine CA	4.40%	100,000	100,000.00	4,400.00	1,100.00	366.67	1,466.67			1,466.67
US Bancorp Totals						13,000.00	3,250.00	1,083.33	4,333.33	0.00		5397000
Interest Accrual JE:												
							5397000	(1,083.33)				
							5397500	0.00				
							1134000	1,083.33				

PORTFOLIO SPECIALIST'S REPORT

March 2023



If an overabundance of personal belongings gets in the way of living your life comfortably, speak to your healthcare professional.

Collecting and keeping too many things in your Unit, or on your patio/porch, might present a clear and present danger of rodent and insect infestation, and even the possibility of creating a fire hazard within your Unit.

Please note: It is against the Law to place electronic waste, smoke detectors, batteries, paint cans, sharps, pesticides and herbicides, auto parts and light bulbs, including fluorescent light bulbs, in either the **GREEN** or the **WHITE** Waste Containers.

Large items:

DO NOT leave any large items around the waste bin areas.

Furniture, mattresses, tables, chairs, and all other large items may be taken to the North-West corner of Seal Beach Leisure World. However, there are a number of local thrift stores who will pick up large items.

An assessment per item may be brought against an individual Unit for leaving these items in or around the waste bin areas.

If you are not sure or have any questions regarding proper disposal of any items, please ask your Building Captain or Mutual Director for clarification.

It's time to
VOTE!

Mutual and GRF Elections will be beginning soon.

This is your community! Please see the 2023 GRF & Mutual Election and Annual Meeting Schedule in LW Weekly!



GUIDE TO RECYCLING...

SEPARATING RECYCLE PRODUCTS FROM TRASH

CALMET (the waste collection agency serving Leisure World) has provided a S.O.R.T. (Saving Our Resources Together) Guide for the disposal of products from the home. Plastic bags CANNOT be recycled. Please be sure to place recyclables from plastic bags into WHITE bin and place plastic bags into the GREEN trash bin.



GLASS

- o Clear
- Brown
- Green
- Liquor
- Soft Drink
- e Juice & Food Jars

RECYCLABLES

111411114

RECYCLABLES
ONLY



METAL

- Aluminum Foil
- o Aerosol Cans (Empty)
- Food Cans & Lids
- Wire Coat Hangers
- Soda & Juice Cans



PLASTIC

- Milk Jugs
- Soda, Juice & Water
- Soap Bottles
- o Containers with Numbers 1-7



PAPER

- Newspaper
- Junk Mail & Magazines
- o Envelopes & Paper
- o Wrapping Paper (non-metallic)
- Cereal Boxes
- o Egg Cartons
- e Paper Shopping Bags
- e Phone Books
- Cardboard Boxes (flattened)
- o Juice Drink Boxes



IT'S AGAINST THE LAW...

To place these items into either the GREEN or the WHITE Regular Waste Containers:

- Electronic Waste*
- Household Batteries*
- Pesticides & Herbicides
- Ⓡ Smoke Detectors
- Paint Cans & All Paint Products
- Auto Products
- Ⓡ Sharps
- Fluorescent/Light Bulbs*



HOUSEHOLD HAZARDOUS WASTE

The law prohibits putting any hazardous liquids or hazardous waste materials in your regular waste containers. These waste items MUST be handled separately and taken to a **Hazardous Waste Collection Center**. Closest centers are: Rainbow Disposal, 714-847-3581 or the O.C. Integrated Waste Management Dept. 714-834-6752.



E-WASTE, HOUSEHOLD BATTERIES & LIGHTING

Instructions for proper disposing of the following items:

- Ⓡ **E-Waste** Service Maintenance Dept. 562-431-6586, x369
- e **Household Batteries** Service Maintenance Dept. 562-431-6586, x369 or News Office
- **Fluorescent/Light Bulbs** Service Maintenance Dept. or Purchasing Office

LARGE ITEMS

Furniture, mattresses, water closets and other large items may be taken to the North-West corner of Leisure World. Travel North on Oak Hills Road, turn RIGHT into the Mini-Farm area. Please use the Resident Recycling Containers. Local Thrift Stores will also pick items up.

PLEASE NOTE: If you are not sure or have questions regarding proper disposal of these items, please ask your Building Captain or Mutual Director for clarification.

