

AGENDA
REGULAR MONTHLY CONFERENCE CALL MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIVE
August 16, 2023
Meeting begins at 9:00 a.m.
Building 5, Conference Room B / Zoom Video and Conference

TO ATTEND: The Shareholder will be provided with instructions on how to access the call via telephone upon the Shareholder contacting Mutual Administration and requesting the call-in information. Please submit your information, including your name, Unit number, and telephone number, via e-mail at mutualsecretaries@lwsb.com, by no later than 3:00 p.m., the business day before the date of the meeting.

TO PROVIDE COMMENTS DURING MEETING: In order to make a comment during the open Shareholder forum, the Shareholder must (i) notify their parcel director of their intent to speak during Shareholder open forum, or (ii) submit their information, including their name, Unit number, and telephone number, via e-mail at mutualsecretaries@lwsb.com, by no later than 3:00 p.m., the business day before the date of the meeting.

1. CALL TO ORDER/ PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. SHAREHOLDERS' COMMENTS (limited to 2-3 minutes per shareholder)
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Mr. Thompson, GRF Representative
Ms. Sedgwick, Executive Director
Mr. Mario, IT Director
Mr. Meza, Building Inspector
Ms. Barua, Sr. Portfolio Specialist
Ms. Equite, Portfolio Specialist

5. **GUEST SPEAKER** – A Ms. Sedgwick
 - a. Discuss and vote to approve whether Mutual Board Documents should still be posted on the LWSB Mutual Website (p. 3)
6. **GUEST SPEAKER** – B Mr. Mario
 - a. Discuss LWSB email addresses for Board of Directors
7. APPROVAL OF MINUTES:
 - a. **Regular Meeting Minutes of July 19, 2023.**
8. **GRF REPRESENTATIVE** Mr. Thompson
9. **BUILDING INSPECTOR'S REPORT** Mr. Meza

Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (pp. 4-6)

 - a. Discuss and vote to approve patio proposal for Unit 121-H (pp.7- 9)
 - b. discuss and vote to approve patio proposal for Unit 122-A (pp. 10-11)

10. **UNFINISHED BUSINESS**

- a. No Unfinished Business

11. **NEW BUSINESS**

- a. Approval of Monthly Finances (p. 12)
- b. Discuss Electrical Car Charging Information
- c. Discuss replacing Towing Signs
- d. Discuss laundry room progress

STAFF BREAK BY 11:00 A.M.

12. SECRETARY / CORRESPONDENCE

Ms. Lee

13. CHIEF FINANCIAL OFFICER'S REPORT

Mr. Cude

14. PRESIDENT'S REPORT

Ms. DeRungs

15. PORTFOLIO SPECIALIST REPORT

Ms. Equite

16. ANNOUNCEMENTS

- a. **NEXT REGULAR MEETING:** Wednesday, September 20, 2023, at 9:00 a.m., Building 5, Conference Rm B and Zoom Video/Conference Call.

17. COMMITTEE REPORTS

18. DIRECTORS' COMMENTS

19. ADJOURNMENT

20. EXECUTIVE SESSION

STAFF WILL LEAVE THE MEETING BY 12 PM

Mutual Corporation No. Five

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE WHETHER MUTUAL BOARD DOCUMENTS SHOULD BE POSTED ON LWSB MUTUAL WEBSITE (GUEST SPEAKER, ITEM A)
DATE: AUGUST 16, 2023
CC: MUTUAL FILE

I move to have meeting documents: agendas, minutes, summary reports, governing documents, policies/rules, bylaws, occupancy agreement, and Board roster removed from the public LWSB Mutual Website and posted only to CINC for Mutual 05 shareholders viewing only.

INSPECTOR MONTHLY MUTUAL REPORT

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

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	Improvement Values	RECENT INSPECTION	CONTRACTOR
100-A	KITCHEN REMODEL	BOTH	06/10/23	04/30/23	\$35,500	PLUMB, FRAM, ELEC, 03/27	BA CONSTRUCTINO
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
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	FINAL 02/27/23	B&B CARPET
97-C	SLIDING DOOR	BOTH	12/31/23	02/28/23	\$7,800	FINAL 05/29/23	VICKERS CONSTRUCTION
121-B	UNIT REMODEL	BOTH	01/01/23	07/30/23	\$65,000	FINAL 06/01/23	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	FINAL 04/30/23	JULIAN AGUILAR ELECTRIC
72-J	FLOORING	GRF	01/15/23	02/28/23	\$4,625	FINAL 02/07/23	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	FINAL 02/25/23	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
98-D	ROOM ADDITION	BOTH	02/01/23	07/30/23	\$28,000	FINAL 07/12/23	MP CONSTRUCTION
113-D	HEAT PUMP	BOTH	02/13/23	05/13/23	\$7,835	FINAL 03/22/23	GREENWOOD
97-H	SHOWER CUT DOWN	BOTH	02/13/23	03/13/23	\$3,512	FINAL 03/13/23	NUKOTE
116-A	SHOWER REMODEL	BOTH	01/30/23	05/18/23	\$23,450	FINAL 04/12/23	LOS AL BUILDERS
112-C	UNIT ABATEMENT	GRF	02/07/23	02/09/23	\$3,200	FINAL 02/09/23	UNIVERSAL ABATEMENT
112-C	UNIT REMODEL	BOTH	01/03/23	04/07/23	\$121,800	LATHE 06/08/23	BA CONSTRUCTION
115-B	CARPORT CABINET	GRF	02/13/23	03/18/23	\$950	FINAL 03/15/23	VICKERS CONSTRUCTION
118-F	UNIT REMODEL	BOTH	11/10/23	04/30/23	\$88,000	FINAL 07/10/23	MP CONSTRUCTION
123-D	COUNTERTOPS	BOTH	03/01/23	06/30/23	\$6,800	FINAL 03/27/23	MP CONSTRUCTION
121-K	LOWER STORAGE CABINET	GRF	03/16/23	04/15/23	\$950	FINAL 03/27/2023	VICKERS CONSTRUCTION
115-J	LOWER STORAGE CABINET	GRF	03/18/23	04/18/23	\$1,100	FINAL 04/18/23	VICKERS CONSTRUCTION
113-J	UNIT REMODEL					FINAL 06/01/23	OGAN CONSTRUCTION
69-J	SHOWER CUT DOWN	BOTH	03/28/23	04/28/23	\$4,535	FINAL 04/28/23	NUKOTE
115-J	WINDOWS	BOTH	03/30/23	04/30/23	\$3,280	FINAL 04/05/23	VICKERS CONSTRUCTION
115-I	WINDOWS	BOTH	03/31/23	04/30/23	\$4,920	FINAL 04/30/23	VICKERS CONSTRUCTION
111-E	ELECTRICAL OUTLET	BOTH	04/07/23	04/28/23	\$450	04/28/23	OGAN CONSTRUCTION
94-G	SKYLIGHT FLARE/SLIDER	BOTH	04/10/23	07/20/23	\$30,235	Window 08/01/23	LOS AL BUILDERS
126-K	FLOORING	GRF	04/10/23	05/30/23	\$5,570	FINAL 08/01/23	KARYS CARPET
120-E	SHOWER CUT DOWN	BOTH	04/13/23	05/13/23	\$2,815	FINAL 05/13/23	NUKOTE
118-K	PORCH TILE	GRF	04/15/23	05/30/23	\$3,000		KARYS CARPET
102-D	PATIO GLASS	GRF	04/15/23	06/15/23	\$707	FINAL 06/15/23	BODIES GLASS
115-F	PORCH GATE	GRF	04/17/23	05/10/23	\$690	FINAL 08/01/23	VICKERS CONSTRUCTION
103-K	SHOWER CUT DOWN	BOTH	04/25/23	05/25/23	\$4,535	FINAL 08/02/23	NUKOTE
125-E	FLOORING	GRF	04/30/23	05/30/23	\$4,500	FINAL 07/31/23	KARYS CARPET
97-G	UNIT REMODEL	BOTH	06/19/23	11/15/23	\$140,400		JC KRESS
121-D	LOWER STORAGE CABINET	GRF	05/08/23	06/30/23	\$1,750	FINAL 07/01/23	BERGKVIST
98-B	SHOWER CUT DOWN	BOTH	06/26/23	07/26/23	\$5,222	FINAL 07/26/23	NUKOTE
24-E	LOWER STORAGE CABINET	GRF	07/20/23	08/08/23	\$950		VICKERS CONSTRUCTION
122-A	ABATE FLOORING	GRF	08/09/23	08/20/23	\$3,100		SIRRIS ABATMENT
90-G	HEAT PUMP	BOTH	08/10/23	11/10/23	\$2,985		GREENWOOD

ESCROW ACTIVITY

Unit #	NMI	PLI	NBO	FI	FCOEI	ROF	ACTIVE, CLOSING, CLOSED
							10 10 6

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE		INSPECTOR: Mike Meza					
MUTUAL BOARD MEETING DATE:		August, 2023					
69-L		04/17/23					
71-L		03/24/22	07/07/23	07/07/23	07/21/23		
91-F		06/30/23	7/26/23	7/26/23	08/09/23		
91-J		06/23/23					
94-H		06/23/23					
95-K		03/29/23	05/08/23	05/12/23	05/24/203		
97-G		03/14/23	04/20/23	05/01/23	05/15/23	07/10/23	
98-F		05/23/23	06/26/23	06/30/23	07/17/23		
101-B		06/21/22					
101-L		02/21/23	06/26/23	06/26/23	07/10/23		
103-H		05/12/23					
104-F		01/27/23					
105-I		12/13/22	04/11/2023	04/11/23	04/23/23	05/16/23	
115-F		10/13/22	01/10/23	01/11/23	1/26/2023	03/01/2023	
116-E		12/06/22					
118-K		07/07/23					
120-J		03/17/23	05/03/23	05/03/23	05/17/23		
122-A		03/29/23	07/13/23	07/13/23	07/27/23		
122-L		11/17/22					
122-E		10/21/22	01/03/23	01/03/23	01/17/23	03/01/2023	
123-D		04/014/23	05/02/23	05/02/23	05/16/23	07/10/23	
124-J		11/17/22	03/09/23	03/14/23	03/28/23		
124-L		02/24/23					
125-E		06/15/23	07/21/23	07/21/23	08/04/23		
126-G		03/24/23	04/10/23	04/10/23	04/24/23	07/10/23	
126-K		03/10/23	03/23/23	03/24/23	04/07/23		

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 2026	Pest and rodent control services New contract is being drafted
FENN PEST CONTROL JULY, 2026	Bait stations
ROOFING STANDARDS October, 2023	Buildings 96, 97, 107, 112, 123, 125

SPECIAL PROJECTS

Contractor	Discription of Work
121-H	New Patio

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE		INSPECTOR: Mike Meza
MUTUAL BOARD MEETING DATE:	August, 2023	
122-A	New Patio	

SHAREHOLDER AND MUTUAL REQUEST

123-E Sink stoppage	Inspect mutual sidewalks
99-k Termites in bathroom	Fire Inspection 12 of 42 Buildings completed
91-K Flooring repair	
97-D Question regarding cook top	
90-G Meet Greenwood at unit	
91--K Water damage inspection	
97-F Inspect bath fan	
121-E Termite at entry way door	
123-l Toilet stoppage	
123-l Follow up on toilet issues	
95-K unit issues	
121-L Have car moved for carport concrete replacement	
121-K Sidewalk and garden flooding	
107-E Rodent activity	
113-A TV cables hanging	
125-L Inspect attic for rodent activity	
123-E Inspect for dry rot	
115-B Leak at toilet	
113-D Leak under bathroom sink	
117-H Inspect for leak	

Mutual Corporation No. Five

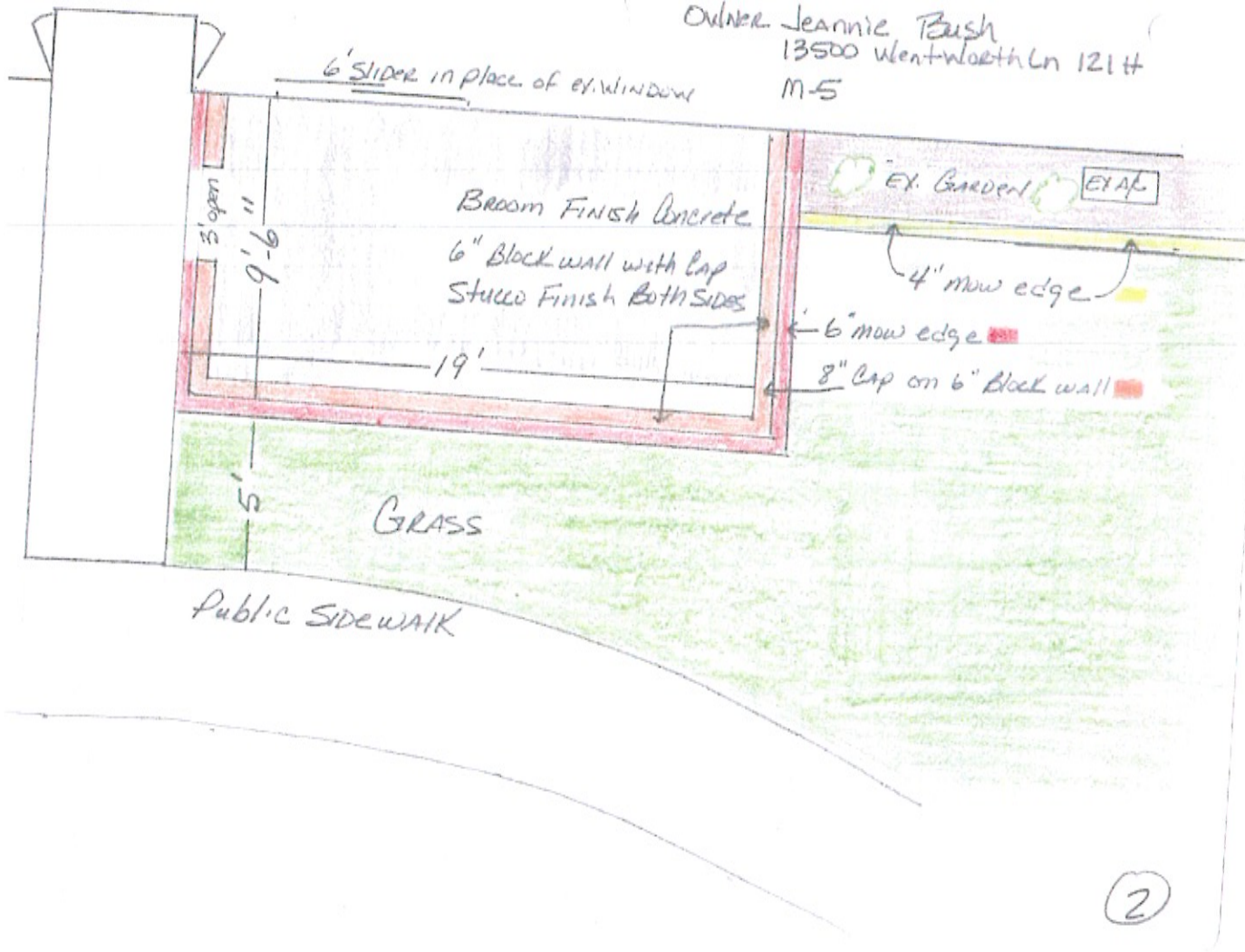
MEMO

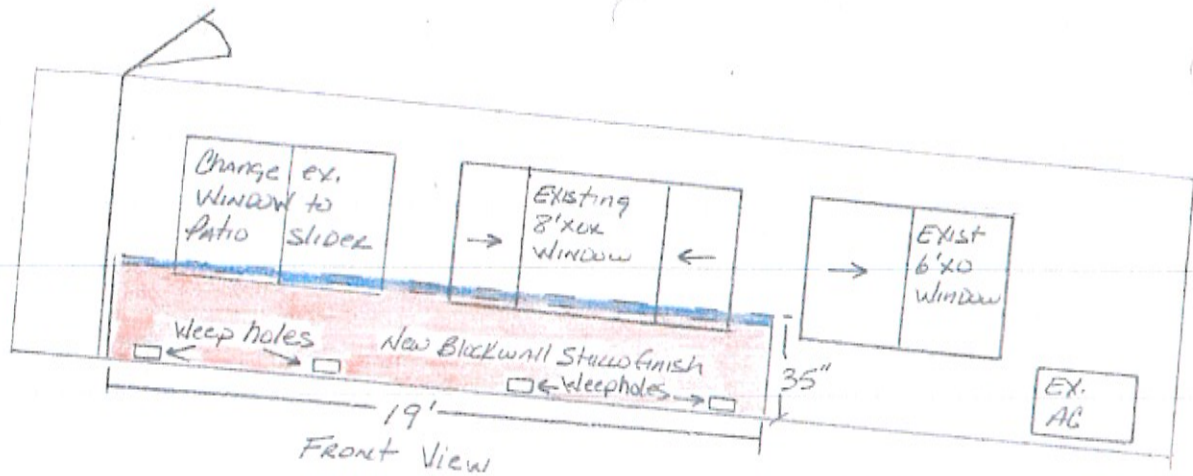
TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE PATIO PROPOSAL FOR UNIT 05-121H
(BUILDING INSPECTOR, ITEM A)
DATE: AUGUST 16, 2023
CC: MUTUAL FILE

I move to approve the patio proposal for Unit 05-121H. Work to be done at the shareholder's expense.

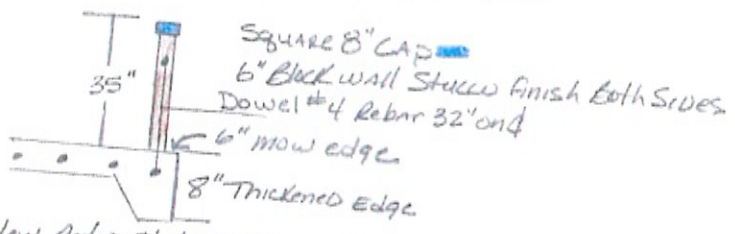
OWNER: Jeannie Bush
13500 Wentworth Ln 121H
M-5

6' SLIDER in place of ex. window





Front View



New Patio Slab 4" Brown Finish
#3 Rebar 24" on Center each way

OWNER:
Jeannie Bush
13500 Wentworth Ln 121 H
Mut. 5

Contractor:
J.C. KRESS Const.
Charlie 714 822-5000

Scope of Work:
Replace 6'x4' window to 6' Slider
Build New Patio 9'x19' Brown Finish
Patio Wall 32" + Cap 35" max.

①

Mutual Corporation No. Five

MEMO

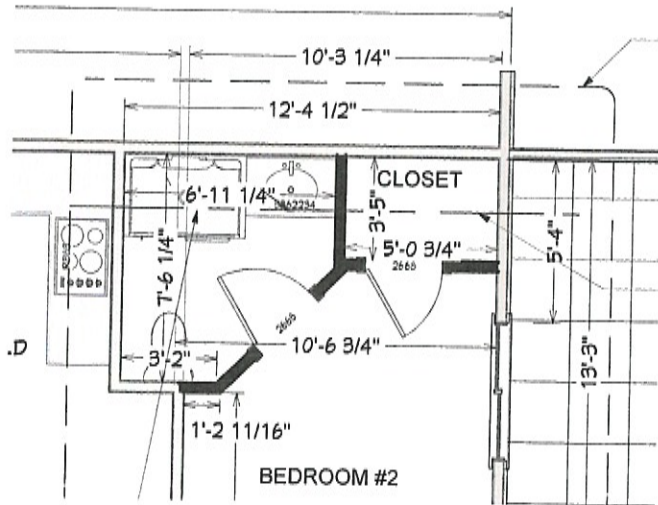
TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE PATIO PROPOSAL FOR UNIT 05-122A
(BUILDING INSPECTOR, ITEM B)
DATE: AUGUST 16, 2023
CC: MUTUAL FILE

I move to approve the patio proposal for Unit 05-122-A. Work to be done at the shareholder's expense.

Font side
 25 feet wide X 11 feet deep
 30-inch wall height
 6-inch mow strip
 stucco finish
 concrete floor finish

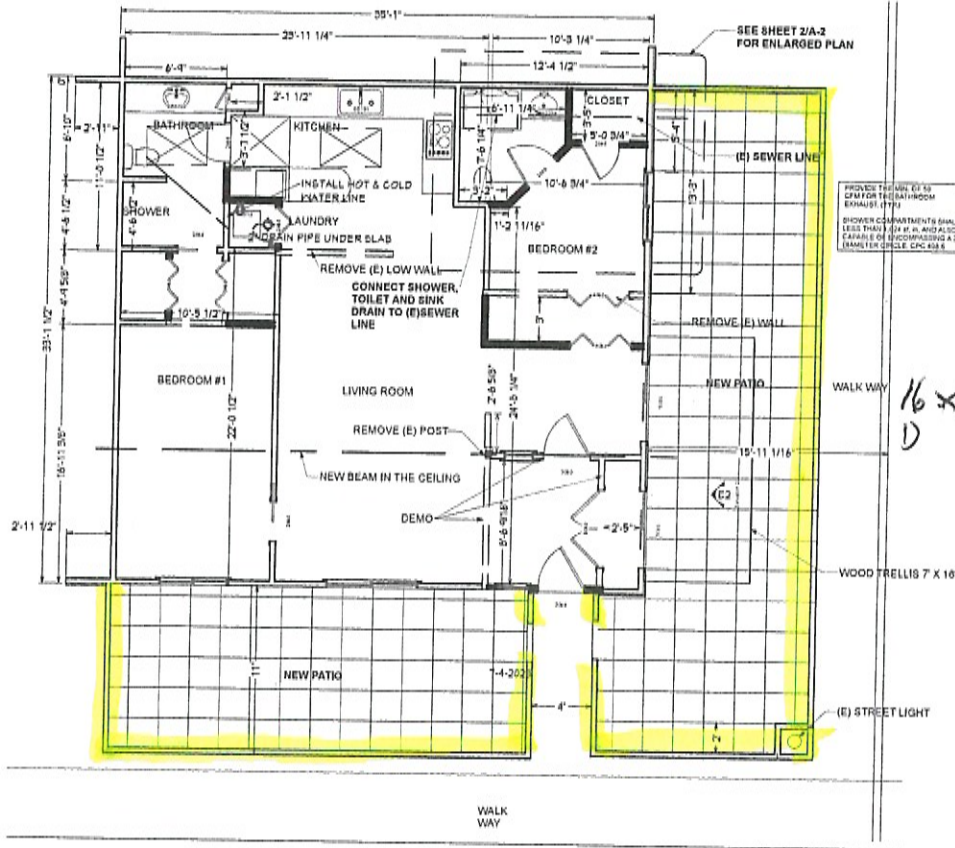
End of building
 44.5 feet wide X 16 feet deep
 30-inch wall height
 stucco finish
 concrete finish.

27-30



2 ENLARGED PLAN
 SCALE: 1/2" = 1'-0"

- 1 PATIO FLOOR - 12"X12" QUARRY TILE (COLOR - ARID GRAY #42)
- 2 CAP - 24"X12'X 2" (COLOR - FRENCH GREY #504)
- 3 PATIO WIDTH - 11' - 0"
- 4 LOW PATIO WALL - STUCCO FINISH
5. PROVIDE IRON GATE
- 6 REMOVE DECO BLOCK @ PATIO AREA



13800 ANNANDALE DR. 39G 2/27/2022

1 FLOOR PLAN
 SCALE: 1/8" = 1'-0"

- LEGEND
- EXISTING WALL
 - - - EXISTING WALL TO REMOVE
 - NEW WALL

PDS

3500 WALSHIRE BLVD. #404
 LOS ANGELES, CA 90016
 TEL (213)605-2070
 pdsca2002@yahoo.com

REVISIONS

13481 ST. ANDREWS DR., #122-A,
 MUTUAL 5, SEAL BEACH, CA 90740

09/01/2023

A-2

Mutual Corporation No. Five

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: AUGUST 16, 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 June and July 2023.