

AGENDA
REGULAR MONTHLY CONFERENCE CALL MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIVE
Wednesday, March 20, 2024
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
Mr. Perez, Building Inspector
Ms. Equite, Portfolio Specialist

5. APPROVAL OF MINUTES:
 - a. **Regular Meeting Minutes of February 21, 2024**
6. **GRF REPRESENTATIVE** Mr. Thompson
7. **BUILDING INSPECTOR'S REPORT** Mr. Perez
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (pp. 3-4)
 - a. Discuss and vote to rescind resolution dated 7/19/23 – bait station proposal (p. 5)
 - b. Discuss and vote to approve patio proposal for Unit 05-122-L (pp. 6-9)
8. **UNFINISHED BUSINESS**
 - a. No unfinished business
9. **NEW BUSINESS**
 - a. Approval of Monthly Finances (p. 10)
 - b. Discuss and vote to appoint HOA Elections of California as Inspectors of Elections for annual 2024 mutual elections (p. 11)
 - c. Discuss and vote to approve record date for annual 2024 election (p. 12)
 - d. Discuss and vote to amend policy 7465.05 – Skylight and/or Sola Tubes (pp. 13-18)

STAFF BREAK BY 11:00 A.M.

10. SECRETARY / CORRESPONDENCE

Ms. Lee

11. CHIEF FINANCIAL OFFICER'S REPORT

Mr. Cude

12. PRESIDENT'S REPORT

Ms. DeRungs

13. PORTFOLIO SPECIALIST REPORT

Ms. Equite

14. ANNOUNCEMENTS

- a. **NEXT REGULAR MEETING:** Wednesday, April 17, 2024, at 9:00 a.m., Building 5, Conference Rm B and Zoom Video/Conference Call.

15. COMMITTEE REPORTS

16. DIRECTORS' COMMENTS

17. ADJOURNMENT

18. EXECUTIVE SESSION

STAFF WILL LEAVE THE MEETING BY 12 PM

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE **INSPECTOR: Anthony Perez**

MUTUAL BOARD MEETING DATE: March, 2024

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
97-G	UNIT REMODEL	BOTH	06/19/23	11/15/23	\$140,400	DRYWALL 08/28/23	JC KRESS
98-C	UNIT REMODEL	BOTH	06/10/232	11/30/23	\$104,000		MP CONSTRUCTION
121-K	WINDOWS AND DOORS	BOTH	08/01/23	09/20/23	\$11,000	WAITING ON CONTRACTOR	BROTHERS GLASS
122-A	UNIT REMODEL	BOTH	08/07/23	12/03/23	\$70,000	STUCCO 02/12/24	NATIONWIDE
95-K	WASHER AND DRYER	BOTH	08/07/23	10/30/23	\$6,800		BA CONSTRUCTION
101-C	WASHER AND DRYER	BOTH	08/28/23	10/29/23	\$27,730	ELECTRICAL 10/04/23	MARCO CONSTR TUCTION
122-L	HEAT PUMP	BOTH	08/28/23	11/28/23	\$4,925		M&M SKYLIGHTS
101-C	WASHER AND DRYER	BOTH	08/28/23	10/29/23	\$27,730		MARCO CONSTR TUCTION
91-F	UNIT REMODEL	BOTH	09/22/23	12/22/23	\$101,125	FINAL 01/22/24	MARCO CONSTR TUCTION
118-K	LOWER STORAGE CABINET	GRF	09/25/23	10/25/23	\$950		VICKERS CONSTRUCTION
107-I	HEAT PUMP	BOTH	09/28/23	12/28/23			GREENWOOD
117-L	HAND RAIL	GRF	10/03/23	11/03/23	\$1,900		GRECO
93-L	HEAT PUMP	BOTH	10/10/23	12/10/23	\$9,200		ALPINE
92-H	HEAT PUMP	BOTH	12/15/23	03/15/24	\$4,250	FINAL 01/30/24	GREENWOOD
69-B	WASHER AND DRYER	BOTH	01/02/24	03/08/24	\$32,795		GODMAN CONSTRUCTION
126-G	WASHER AND DRYER	BOTH	01/03/24	02/12/24	\$11,850		HADI
120-E	LOWER STORAGE CABINET	GRF	01/03/24	02/03/24	\$975		VICKERS CONSTRUCTION
103-H	WASHER AND DRYER	BOTH	01/10/24	04/30/24	\$39,555		LOS AL BUILDERS
108-C	SHOWER REMODEL	BOTH	01/22/24	04/12/24	\$24,210	FINAL 02/13/24	MARCO CONSTR TUCTION
69-K	HEAT PUMP	BOTH	01/29/24	04/19/24	\$5,525		GREENWOOD
125-F	ADDING BATH	BOTH	02/05/24	04/30/24	\$21,800		KANG'S CONSTRUCTION
125-F	UNIT ABATEMENT	GRF	02/22/24	02/23/24	\$3,200		UNIVERSAL ABATEMENT
122-L	RETRO WINDOWS/DOOR	BOTH	03/01/24	03/10/24	\$8,985		OGAN
123-J	FLOORING	GRF	03/10/24	04/30/24	\$5,450		KARYS CARPET
71-H	SCREEN ROOM	GRF	03/11/24	04/30/24	\$8,353		JOHN BERGKVIST

ESCROW ACTIVITY

Unit #	NMI	PLI	NBO	FI	FCOEI	ROF	ACTIVE, CLOSING, CLOSED
							8 2 6
69-G		10/19/23	12/04/23	12/19/23	01/04/24		
69-L		04/17/23	12/04/23	12/19/23	01/04/23	03/05/24	
90-B		12/06/23	01/10/24	01/10/24	01/25/24	02/20/24	
90-D		11/08/23	11/20/23	11/21/23	12/07/23	01/18/24	
90-J		11/08/23	01/11/24	01/12/24	01/26/24	02/20/24	
91-J		06/23/23					
94-F		11/21/23	12/07/23	12/07/23	12/21/23		
94-H		06/23/23					
101-B		06/21/22					
102-L		12/06/23					
104-F		12/06/23					
104-K		01/03/24	03/11/24				
111-C		10/04/23	11/29/23	12/01/23	12/15/23	01/22/24	
114-I		03/06/24					
116-A		03/11/24					
125-F		10/03/23	12/14/23	12/26/23	01/10/24	02/20/24	
126-K		03/06/24					

SHADED AREAS HAVE BEEN SIGNED OFF

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE	INSPECTOR: Anthony Perez
MUTUAL BOARD MEETING DATE: March, 2024	

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 May, 2024	Buildings 96, 97, 107, 112, 123, 125
MP CONSTRUCTION	Electrical replacement proposal

SPECIAL PROJECTS

Contractor	Discription of Work
122-L	New patio proposal
Open Paint Bids and Discuss Paint Project	

SHAREHOLDER AND MUTUAL REQUEST

92-E Leak at shower	Inspect mutual sidewalk
112-B Inspect refrigerator for leak	
97-K Roof leak	
94-E Downspout missing	
107-D Leak in kitchen	
107-I Leak in kitchen	
105-K Roof leak	
125-K Roof leak	
96-H Question regarding water shut off valve location	
118-K Entry door location	
115-K Inspect patio flooring	
112-C Ants in unit	
113-G Question regarding panels to unit	
112-K Toilet issues	
101-L Toilet issues	
97-K Roof leak	
70-F Termites in unit	
105-K Skylight issues	
102-H Rain gutter issues	

Mutual Corporation No. Five

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RESCIND RESOLUTION DATED 7/19/23 - BAIT STATION PROPOSAL (BUILDING INSPECTOR, ITEM A)
DATE: MARCH 20, 2024
CC: MUTUAL FILE

I move to rescind resolution dated 07/19/23, "RESOLVED to approve the Bait Stations proposal from Fenn Termite and Pest Control, at a cost not to exceed \$3,936. Funds to come from Operating Budget and authorize the President to sign any necessary documentation."

Mutual Corporation No. Five

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE PATIO PROPOSAL FOR UNIT 05-122-L
(BUILDING INSPECTOR, ITEM B)
DATE: MARCH 20, 2024
CC: MUTUAL FILE

I move to approve patio proposal for Unit 05-122-L, with the understanding that the height from the interior floor to the top of wall is no higher than 26 inches. Work to be done at the shareholders expense.

**GOLDEN RAIN FOUNDATION
BUILDING PERMIT**

Fee: \$ 307.37

Permit: # 19069

START DATE 02/19/2024 MUTUAL 05-0000 APT NO 122L

COMPLETION DATE 03/19/2024 TODAY'S DATE 01/23/2024

RESIDENT NAME Douglas Bowyer ADDRESS 13481 St Andrews Dr #122L

NATURE OF ALTERATION:

Install 9x22 patio slab w/stamped concrete, install 32" high block wall w/3 - Pilisters, install stacked stone on exterior, stucco finish interior, wall to have double bullnose cap. Install 6" mow strip in garden area & on property line. Install wood gate on patio. Paint to match.

(Per Building Mutual Standards)

Do not change or add to the above-specified alterations without proper written approval and change order from the Physical Property Office.

NOTICE TO RESIDENT OF AGREEMENT

This represents your official Building Permit. When you receive this permit, place it in a conspicuous location in or at your unit. No alteration may be started until this permit is posted. Do not remove this permit until final inspections are completed.

I, Douglas Bowyer, Owner/Member of the above apartment do hereby agree to bear the expense of the above alterations and, in the event of vacating this apartment, this alteration shall thereupon remain as part of the building.

I agree all work will comply with Foundation and Mutual Corporation policies, regulations and procedures. During my occupancy of this apartment, I will be free to use and enjoy the alteration within the framework of the Occupancy Agreement.

I also agree to be personally responsible for the repair and maintenance of the alteration, and authorize, in the event of my failure to perform, the Mutual Corporation to perform repairs or maintenance upon the alteration even though part of the alteration which has been authorized may be exterior to use interior surfaces of the perimeter walls, floors, and ceiling of the dwelling unit.

Further, I agree that I will personally maintenance the alteration and, in the event of my failure, after reasonable notice from the Mutual Corporation in the event that the Mutual Corporation performs any repairs or maintenance upon the alteration. I will immediate pay the Mutual Corporation upon being billed.

I will, in the event of sale or transfer, obtain the consent of the new owner/member(s) to become responsible for the repair and maintenance of the alteration herein provided.

Mutual Director's Signature _____ Date _____

Owner/Member Signature _____ Date _____

NOTICE TO CONTRACTOR – Contractor performing this work is required to maintain insurance in such amounts as may be deemed adequate by the Physical Property Office, considering the nature of the work which is undertaken. Prior to the issuance of this Building Permit, Certificates of Insurance and Endorsements, together with Contractor's licenses issued by the State of California and the City of Seal Beach, must be filled with the Physical Property Office.

CONTRACTOR MUST CALL PHYSICAL PROPERTY OFFICE FOR INSPECTIONS WHEN JOB IS READY.

City of Seal Beach Permit Required? Yes No Permit # _____

For final inspection, Contractor must call both the Physical Property Office and City of Seal Beach for a joint final inspection. (24 hours' notice is required)

NOTICE: Contractor must furnished copy of City of Seal Beach Permit with Valuation Amount before start of job. Contractor must furnish Lien Release to Physical Property Office upon completion of alterations.

Contractor's Signature _____ Date _____
Ogan Construction

GRF Inspection/Supervisor, Physical Property Office _____ Date _____

	<u>Approved By</u>	<u>Date</u>		<u>Approved By</u>	<u>Date</u>
BUILDING					
Footing	_____	_____	Landscaping	_____	_____
Framing	_____	_____	Lock Box w/ key	_____	_____
Wood Treatment	_____	_____	ELECTRICAL WORK		
Shear Panel	_____	_____	Rough Wiring	_____	_____
Insulation	_____	_____	Final Inspection	_____	_____
Roof Sheathing	_____	_____	HVAC		
Roof	_____	_____	Rough Wiring	_____	_____
Flashing	_____	_____	Final Inspection	_____	_____
Lathing	_____	_____	Rodent Proofing	_____	_____
Dry Wall	_____	_____	PLUMBING		
Scratch Coat	_____	_____	Ground Work	_____	_____
Brown Coat	_____	_____	Rough Plumbing	_____	_____
Finish Plastering	_____	_____	Finish Work	_____	_____
Miscellaneous	_____	_____	FINISH BUILDING		
Tile Approval	_____	_____		_____	_____

Proposal

Page No.

of

Pages

1000 CK#115, 1-18-24

OGAN CONSTRUCTION, INC.
ROBERT R. OGAN, GENERAL CONTRACTOR
 CA STATE LICENSE #393071 / #1018813
 12601 KENSINGTON RD
 LOS ALAMITOS, CA 90720-4918
 (562) 596-7757

PROPOSAL SUBMITTED TO DOUG BOYER		PHONE (310) 560-6035	DATE 1-18-24
STREET 13481 ST ANDREWS 122L		JOB NAME	
CITY, STATE and ZIP CODE SEAL BEACH, CA		JOB LOCATION Mt. S	
ARCHITECT	DATE OF PLANS 2-19-24, 3 Weeks	JOB PHONE	

We hereby submit specifications and estimates for:

- 1) INSTALL 9' X ^{22'} ~~10'~~ PATIO SLAB W/ STAMPED CONCRETE, INSTALL 32" HIGH BLOCK WALL W/ 3-PILASTERS, INSTALL STACKED STONE ON EXTERIOR, STUCCO FINISH INTERIOR, WALL TO HAVE DOUBLE RAILROSE CAP, 23,380⁻
- 2) INSTALL 6" MONSTRIP IN GARDEN AREA + ON PROPERTY LINE, 1210⁻
- 3) INSTALL WOOD GATE ON PATIO.
- 4) PAINT TO MATCH.

We Propose hereby to furnish material and labor – complete in accordance

TWENTY FOUR THOUSAND FIVE HUNDRED NINETY

Payment to be made as follows:

1000⁻ DOWN, 5000⁻ SLAB POURED, 8000⁻ BLOCK SET,**Rest on Completion.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

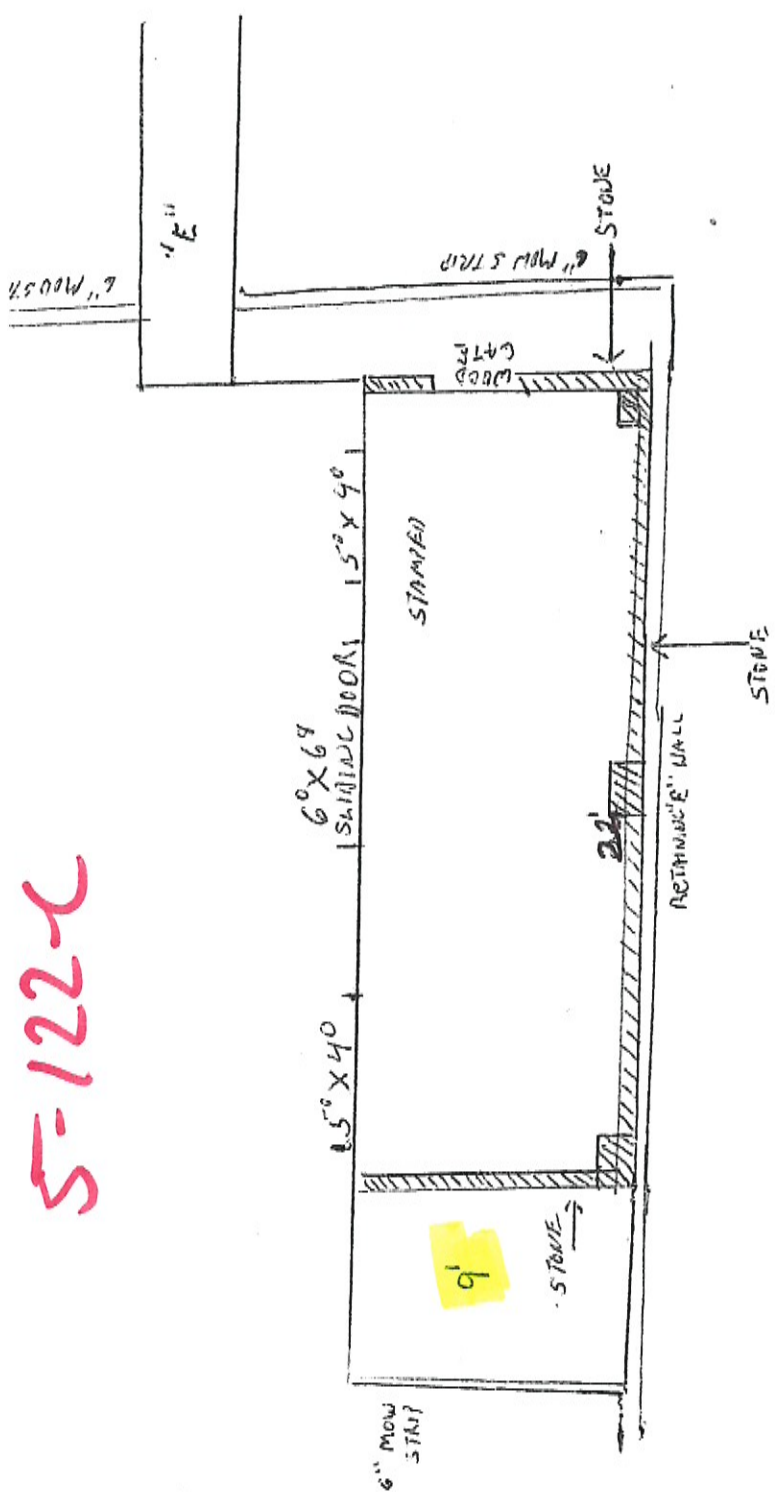
Note: This is withdrawn by us if not

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

Date of Acceptance: _____

Signature _____

S-122-C



32 Feet wide
 9 Feet Deep
 Stack stone wall Finish
 26"-inch wall height w/cap.
 Stamp concrete
 Finish.

DOUG BOWYER
 13481 ST ANDREWS 1224
 SEAL BEACH, CA 90740
 MUTUALS

OGAN CONSTRUCTION
 12601 KENSINGTON RD
 LOS ALAMITOS, CA. 90720

Mutual Corporation No. Five

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: MARCH 20, 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. Five

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPOINT HOA ELECTIONS OF CALIFORNIA AS INSPECTOR OF ELECTIONS FOR 2024 ANNUAL ELECTIONS (NEW BUSINESS, ITEM B)
DATE: MARCH 20, 2024
CC: MUTUAL FILE

05-7210-1

ARTICLE 6: INSPECTOR(S) OF ELECTION 6.1 Selection.

- a. Process. Prior to the date ballots are first sent out, the Board of Directors must, at an open meeting of the Board, select three (3) Person(s) as Inspector(s) of Election.
- b. Eligible Inspector(s). The Board may select as Inspector(s) of Election, any person or entity or subdivision of a business entity not currently employed or under contract to the Association. Eligible Inspectors include, but are not limited to:
- i. Poll Workers. A volunteer poll worker with the County Registrar of Voters;
 - ii. Accountants. A licensee of the California Board of Accountancy, not under contract to the Association;
 - iii. Notary Public. A notary public commissioned by the California Secretary of State;
 - iv. Association Members. Members of the Association, but not: (i) members of the Board, (ii) candidates for the Board, (iii) persons related to a member of the Board, or (iv) persons related to a candidate for the Board;
 - v. Professional Inspectors. Third party persons or entities who provide professional election services who contract with the Association solely to serve as an Inspector of Election.

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

Mutual Corporation No. Five

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE RECORD DATE FOR ANNUAL 2024 ELECTIONS (NEW BUSINESS, ITEM C)
DATE: MARCH 20, 2024
CC: MUTUAL FILE

***Per Mutual Five Bylaws
Section 7. Voting Rights.***

Only persons in whose names shares entitled to vote stand on the stock records of the corporation on the day of any meeting of Members, unless some other day be fixed by the Board of Directors for the determination of Members of record, and then on such other day, shall be entitled to vote at such meeting. There shall be no rights of cumulative voting.

The candidates receiving the highest number of votes up to the number of Directors to be elected are elected. The Board of Directors may fix a time in the future not exceeding thirty days preceding the date of any meeting of Members or the date fixed for the allotment of rights, or when any change or conversion or exchange of shares shall go into effect, as a record date for the determination of the Members entitled to notice of and to vote at any such meeting, or entitled to receive any allotment of rights, or to exercise the rights in respect to any such change, conversion or exchange of shares. In such case only Members of record on the date so fixed shall be entitled to notice of and to vote at such meeting, or to receive such allotment of rights or to exercise such rights, as the case may be, notwithstanding any transfer of any share on the books of the corporation after any record date fixed as aforesaid. The Board of Directors may close the books of the corporation against transfers of shares during the whole or any part of such period.

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

Mutual Corporation No. Five

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO AMEND POLICY 7465.05 – SKYLIGHT AND/OR SOLA TUBES (NEW BUSINESS, ITEM D)
DATE: MARCH 20, 2024
CC: MUTUAL FILE

I move to propose a rule change by amending Policy 7465.05 – Skylight and/or Sola Tubes and re-numering it to 05-7465-1 - Skylight and/or Sola Tubes and approve 28-day posting of notice of the proposed policy change. The proposed policy change will be considered by the board at the next scheduled meeting following review of any shareholder comments received.

SEAL BEACH MUTUAL NO. FIVE**MUTUAL OPERATIONS****PHYSICAL PROPERTY****Skylights and/or Sola Tubes – Mutual Five****Permit**

Whereas Article 12 of the Occupancy Agreement states that: "The Member shall not, without the written consent of the Corporation, make any structural alterations in the premises. . ." Therefore, in order to make any structural changes to the building, the shareholder must request permission to remodel the roof of the building in which they reside in order to install skylights or sola tubes.

The Physical Property Department of the Golden Rain Foundation is hereby authorized to: (a.) approve individual requests by shareholders for the installation of skylights and/or Sola tubes in any room, in permanent patio roof extensions and (b.) is authorized to issue a building permit subject to the following conditions:

1. All skylight and Sola tube installations require a permit from the City of Seal Beach and the Physical Property office of Golden Rain Foundation.
2. The contractor performing the work must be a contractor licensed in the State of California as a General Contractor and the work to be performed at the expense of the requesting shareholder.
3. The contract form to be used will be the standard contract form as developed by the Physical Property Department.
4. The construction will conform to the plans and specifications approved by the Mutual Board and the Physical Property Department.
5. Shareholder agrees that title to the remodeling and addition shall vest in the Mutual Corporation. However, the dome remains the responsibility of a homeowner.
6. Skylights with an electric motor: the motor is to be maintained by the shareholder.

Location and Size:

7. A skylight may be placed in any room of a unit when the Mutual Board determines attic space at the place of choice does not inhibit a particular installation. In the kitchen and original bathroom area, a skylight shall not exceed 24" x 24" and the "tunnel" may be flared. In other approved locations the skylights may be up to 36" x 60" and the tunnel may be flared.

SEAL BEACH MUTUAL NO. FIVE**MUTUAL OPERATIONS****PHYSICAL PROPERTY****Skylights and/or Sola Tubes – Mutual Five****Number:**

8. Mutual Five permits a maximum of three (3) skylights per two-bedroom unit and a maximum of two (2) skylights in a one bedroom unit. The board may increase the maximum number by Resolution at any Board Meeting, after proper notification, if extenuating circumstances warrant.

SOLA TUBES**Responsibilities:**

9. Whereas Article 11 of the occupancy agreement states that pertaining to the maintenance of the roofs (a) (3) "The member agrees to repair and maintain his dwelling unit at his own expense as follows: any repairs or maintenance of floors and ceiling of the dwelling unit."

10. Skylights and Sola tubes must be installed using the manufacturers specifications and conform to all applicable building codes.

11. During the warranty period, the contractor is responsible for the entire Skylight and Sola tube installation. In the event of a failure by the contractor to make necessary repairs the shareholder is responsible. After the warranty period, the following shareholder responsibilities apply:

~~a. Mutual: The Mutual is responsible for the curbing and flashing since this will normally be changed when the building is reroofed.~~

~~b. Shareholder: The shareholder is responsible for the skylight dome, the skylight operating mechanism, the shaft (including painting), and the ceiling grid (See Diagram 1).~~

~~c. Shareholder is responsible for the Sola tube dome and shaft.~~

~~d. In the event of a roof leak as a result of the Skylight or Sola tube installation, the shareholder shall be responsible for all associated costs to repair and maintain the system, including labor and material costs.~~

a. After the warranty period, the entire skylight or Sola tube maintenance is the shareholder's responsibility. This includes, but is not limited to the curb, flashings, dome, operating mechanism, shaft, including painting, and ceiling grid.

b. Any skylights or Sola tubes that cause any roof leaks must be repaired immediately at shareholder's expense.

(Sept 18)

SEAL BEACH MUTUAL NO. FIVE**MUTUAL OPERATIONS****05-7465-1****PHYSICAL PROPERTY****Skylights and/or Sola Tubes – Mutual Five**80
81
82
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84
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92

c. Shareholder's will also be responsible for the cost of plastic and sand bags on the roof if related to the leaking skylight or Sola tube.

12. Preventive Maintenance: At the time of the fire inspections, the Physical Property Inspector shall identify and provide Service Maintenance with a list of units that have cracked or faulty Skylights or Sola tubes. Maintenance and repairs shall be at the expense of the shareholder.
13. All fasteners at the roof flashing shall be self-sealing screws by use of a rubber grommet and shall have sealant applied over the top of the fastener.

AMENDED

SEAL BEACH MUTUAL NO. FIVE

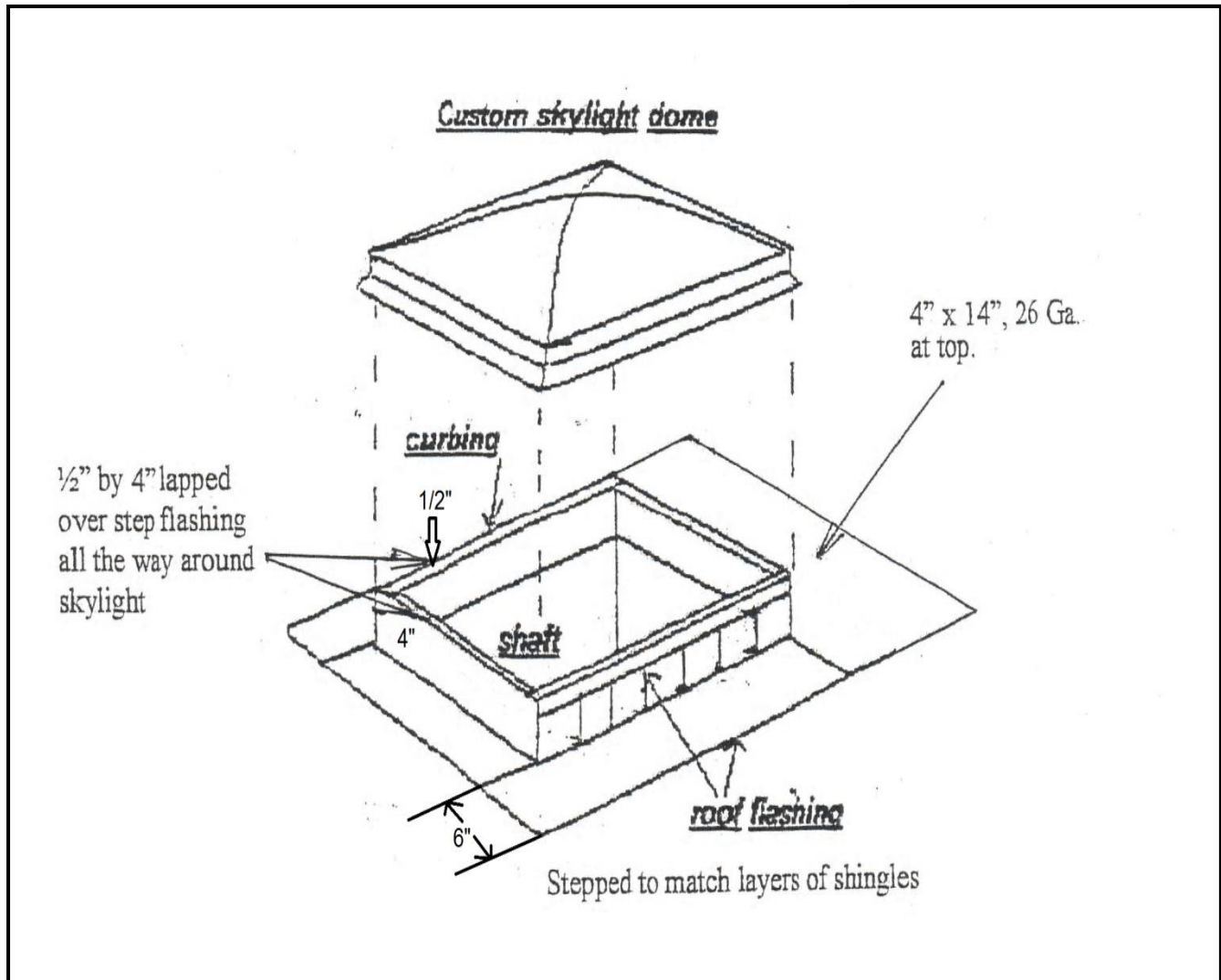
05-7465-1

MUTUAL OPERATIONS

PHYSICAL PROPERTY

Skylights and/or Sola Tubes – Mutual Five

- 93 The skylight curbing shall consist of 2" x 6" framing with a minimum 4" rise above roof sheathing
- 94 and flashing (See Diagram 1).



SEAL BEACH MUTUAL NO. FIVE

05-7465-1

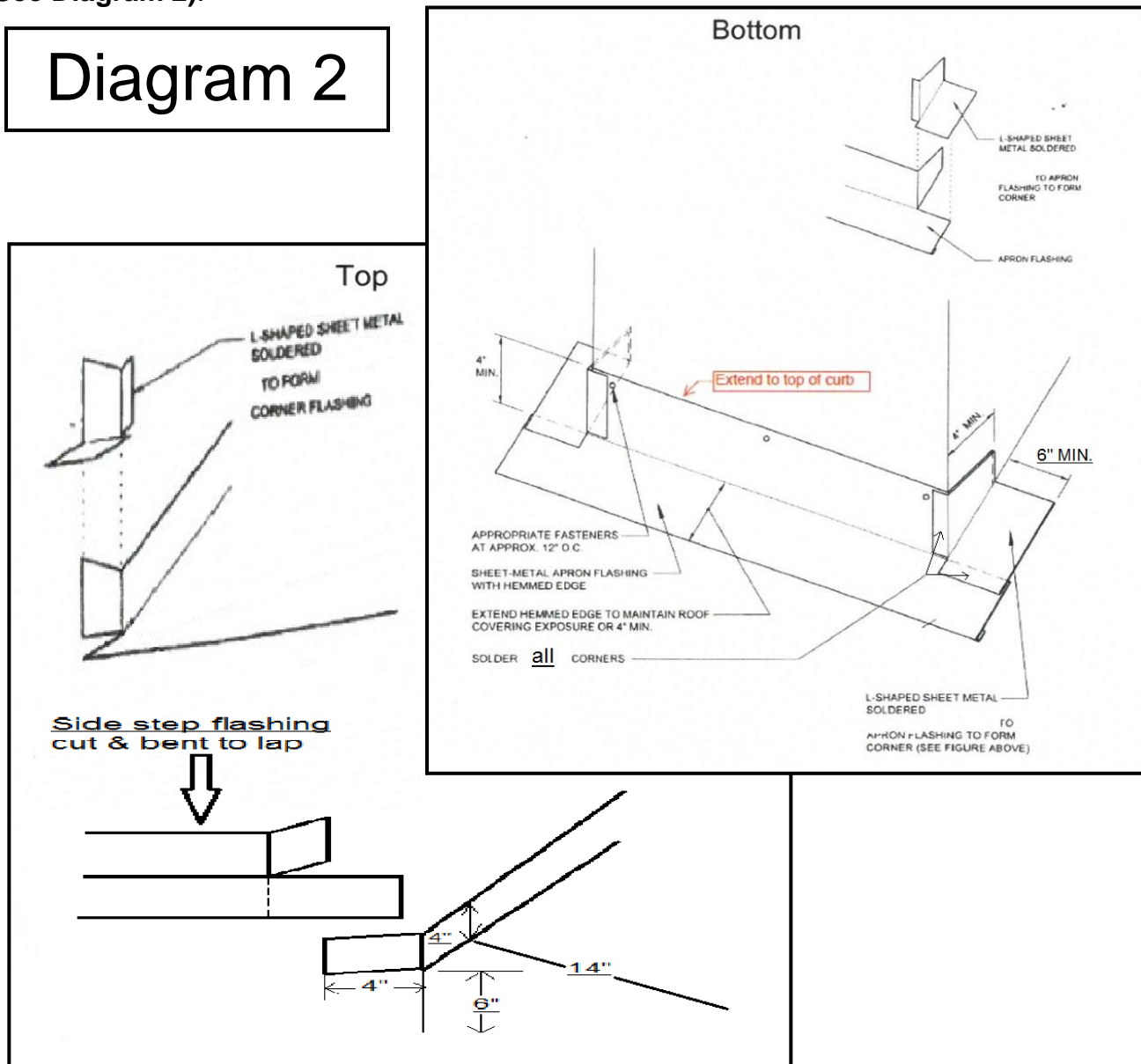
MUTUAL OPERATIONS

PHYSICAL PROPERTY

Skylights and/or Sola Tubes – Mutual Five

Only curb-mounted skylights shall be allowed in the Mutual. Self-flashing skylights are prohibited (See Diagram 2).

Diagram 2



MUTUAL ADOPTION

AMENDMENT(S)

FIVE: 03-15-17

09-19-18

(Sept 18)