

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ONE
January 25, 2024
Meeting begins at 9:00 a.m.
Zoom/Video Conference Call and Conference Rm B

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. 313 and requesting the call-in or log-in information.

TO PROVIDE COMMENTS DURING MEETING: In order to make a comment during the open Shareholder forum, the Shareholder must 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. SHAREHOLDER COMMENTS (2-3 minutes per shareholder)
3. ROLL CALL (Introduction of Directors)
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUESTS:

Mr. Weber, GRF Representative
Ms. Gambol, GRF Representative
Mr. Stolarz, Building Inspector
Ms. Equite, Portfolio Specialist

5. **APPROVAL OF MINUTES:**
 - a. Regular Meeting Minutes of November 30, 2023
6. **BUILDING INSPECTOR'S REPORT** Mr. Stolarz
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (pp.3-7)
 - a. Discuss and vote to approve tree trimming contract from J&J Landscaping (pp. 8-11)
 - b. Discuss and vote to approve the extended planter proposal for Unit 25-F (pp. 12-14)
7. **GRF REPRESENTATIVES** Mr. Weber /Ms. Gambol
8. **UNFINISHED BUSINESS**
 - a. Discuss and vote to ratify the concrete replacement from MJ Jurado (pp. 15-16)
9. **NEW BUSINESS**
 - a. Discuss and vote to approve Monthly Finances (p. 17)
 - b. Discuss and vote to approve a new committee for pending litigation and evaluate Mutual liabilities (p. 18)
 - c. Discuss new insurance requirements effective January 1, 2024

STAFF BREAK BY 11:00 a.m.

10. SECRETARY / CORRESPONDENCE Ms. St. Aubin
11. CHIEF FINANCIAL OFFICERS REPORT Mr. Markovich

12. PORTFOLIO SPECIALIST REPORT

Ms. Equite

13. ANNOUNCEMENTS

- a. **MUTUAL ONE ELECTION:** In order to receive your ballot at your other residence an address form will be mailed in our election ballot this spring. There will be instructions provided. Most importantly, we need every shareholder to vote!
- b. **NEXT BOARD MEETING:** Thursday, February 22, 2024, at 9:00 a.m., via Zoom/Video Conference Call and Conference Rm B.

14. COMMITTEE REPORTS

- a. Landscape Committee
- b. Physical Property Report
- c. New Buyer Orientation Report
- d. Carport/Patio Report
- e. Emergency Preparedness

Ms. Almeida

15. DIRECTORS' COMMENTS

16. SHAREHOLDER COMMENTS

17. ADJOURNMENT

18. EXECUTIVE SESSION

STAFF WILL LEAVE THE MEETING BY 12:00 p.m.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **RICH STOLARZ**

MUTUAL BOARD MEETING DATE: **January 25, 2024**

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
1-D	FLOORING	GRF	11/01/23	11/30/23	NO	01/09/24 FINAL	KARY'S CARPETS
1-D	WASHER / DRYER	BOTH	10/20/23	01/30/24	YES	01/05/24 FINAL	MP CONSTRUCTION
1-K	INTERIOR REMODEL	BOTH	01/08/24	04/30/24	NO	NONE	LOS AL BUILDERS
1-K	ABATEMENT	GRF	01/08/24	04/30/24	NO	NONE	LOS AL BUILDERS
3-A	GFCI OUTLET	BOTH	01/18/24	01/31/24	NO	NONE	OGAN CONSTRUCTION
3-B	SHOWER	BOTH	01/01/24	02/15/23	NO	01/05/24 FRAMING	VICKER'S CONSTRUCTION
3-B	SHOWER	BOTH	01/01/24	02/15/23	NO	01/05/24 GROUND	VICKER'S CONSTRUCTION
3-B	SHOWER	BOTH	01/01/24	02/15/23	NO	01/08/24 DRYWALL	VICKER'S CONSTRUCTION
5-J	WASHER / DRYER	BOTH	11/06/23	11/20/23	NO	11/27/23 FINAL	HADI CONSTRUCTION
5-J	FLOORING	GRF	11/01/23	12/30/23	NO	12/13/23 FINAL	KARY'S CARPETS
5-J	HEAT PUMP	BOTH	11/13/23	02/13/24	NO	12/06/23 FINAL	GREENWOOD HEATING & AIR
9-A	SHOWER CUT DOWN	BOTH	10/02/23	11/02/23	NO	01/10/24 FINAL	NUKOTE
10-C	FLOORING	GRF	12/10/23	01/30/24	NO	NONE	KARY'S CARPETS
12-L	REMODEL	BOTH	09/05/24	03/30/24	NO	NONE	MP CONSTRUCTION
14-I	FLOORING	GRF	12/11/23	12/13/23	YES	01/17/24 FINAL	BIXBY PLAZA CARPETS
16-A	WINDOW	BOTH	08/28/23	10/30/23	YES	12/11/23 FRAMING	LW DÉCOR
16-K	ATTIC ACCESS / CEILING FAN	GRF	12/16/23	12/22/23	NO	ESCROW	TOP DOWN
16-W	SHOWER CUT DOWN	BOTH	11/09/23	12/09/23	NO	01/10/24 FINAL	NUKOTE
19-B	SHOWER	BOTH	10/12/23	11/12/23	NO	01/09/24 FINAL	NUKOTE
21-G	FLOORING	GRF	10/30/23	11/30/23	NO	12/13/23 FINAL	KARY'S CARPETS
21-I	CARPORT CABINET	GRF	11/20/23	12/22/23	NO	11/30/23 FINAL	KONRAD KONSTRUCTION
21-G	CART PAD	GRF	12/28/24	02/01/24	NO	NONE	J&J LANDSCAPING
22-H	INTERIOR REMODEL	BOTH	01/18/24	04/30/24	NO	NONE	BRUNO H. ALVAREZ
24-E	HEAT PUMP	BOTH	01/02/24	04/02/24	NO	NONE	GREENWOOD

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **RICH STOLARZ**

MUTUAL BOARD MEETING DATE: **January 25, 2024**

25-G	PATIO / GLASS	BOTH	11/02/23	12/31/23	YES	12/18/23 FOOTING	BJ & COMPANY
25-I	FLOORING	GRF	11/25/23	12/30/23	NO	NONE	KARY'S CARPETS
27-C	SHOWER	GRF	11/13/23	12/29/23	NO	11/28/23 FINAL	JOHN M. BERGKVIST
29-L	SHOWER	BOTH	10/02/23	11/02/23	NO	01/16/24 FINAL	OGAN CONSTRUCTION
30-G	WASHER/ DRYER/ COUNTERS	BOTH	10/23/23	03/30/24	YES	NONE	MP CONSTRUCTION
31-D	FLOORING	GRF	11/14/23	02/14/24	NO	12/21/23 FINAL	BIXBY PLAZA CARPETS & FLOORING
33-E	SECURITY SCREEN DOOR	GRF	08/31/23	10/15/23	NO	11/27/23 FINAL	LW DÉCOR
40-D	COUNTER TOPS	BOTH	10/10/23	10/31/23	YES	NONE	MAMUSCIA CONSTRUCTION
40-G	CARPORT CABINET	GRF	01/20/24	03/01/24	NO	NONE	VICKER'S CONSTRUCTION
48-D	SHOWER CUT DOWN	BOTH	08/23/23	09/23/23	NO	01/10/24 FINAL	NUKOTE
48-F	PATIO / BLOCKWALL	GRF	01/12/24	03/12/24	NO	NONE	MJ JURADO INC
48-K	PORCH OUTLET	BOTH	11/16/23	01/30/24	NO	12/07/23 FINAL	CJ CONSTRUCTION
49-A	SHOWER CUT DOWN	BOTH	08/21/23	09/21/23	NO	01/10/23 FINAL	NUKOTE
50-G	SKYLIGHT	GRF	09/25/23	10/30/23	NO	1/10/24 FINAL	M&M CONSTRUCTION & SKYLIGHTS
50-L	SKYLIGHT DOMES	GRF	12/08/23	02/08/24	NO	01/10/24 FINAL	SO CAL HOME UPGRADES
51-H	PORCH SCREENS	GRF	11/13/23	12/29/23	NO	12/06/23 FINAL	JOHN M. BERGKIST
54-A	DISHWASHER	GRF	01/10/24	02/25/24	NO	NONE	J.C. KRESS
54-A	HEAT PUMP	BOTH	01/22/24	04/22/24	NO	NONE	GREENWOOD HEATING & AIR
54-K	SECURITY DOOR	GRF	09/07/23	10/30/23	NO	11/27/23 FINAL	LW DÉCOR
56-B	HEAT PUMP	BOTH	11/15/23	02/15/24	NO	NONE	GREENWOOD HEATING & AIR
56-B	INTERIOR REMODEL	BOTH	10/09/23	12/01/23	NO	11/29/23 FINAL	KONRAD KONSTRUCTION
56-D	REMODEL	BOTH	08/28/23	11/15/23	NO	11/23/23 FINAL	OGAN CONSTRUCTION
56-D	FLOORING	BOTH	10/20/23	11/30/23	NO	12/07/23 FINAL	KARY'S CARPET
57-J	OUTLETS & SWITCHES	BOTH	12/15/23	03/30/24	NO	NONE	JA ELECTRICAL
58-H	PORCH GATE	GRF	11/10/23	12/27/23	NO	NONE	LW DÉCOR, INC
61-F	PATIO	GRF	07/24/23	09/24/23	YES	01/09/24 FINAL	MJ JURADO INC
70-F	COUNTER TOPS	BOTH	12/04/23	12/29/23	NO	12/18/23 FINAL	MARCO CONSTRUCTION
M-1	ELECTRICAL PANEL LAU. 2-18	BOTH	11/02/23	02/17/24	YES	12/05/23 FINAL	J.C. KRESS / CONTRACT

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : **(01) ONE**

INSPECTOR : **RICH STOLARZ**

MUTUAL BOARD MEETING DATE: **January 25, 2024**

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
1-A		10/31/23					
1-K		09/19/23	11/07/23	11/13/23	11/27/23	12/27/23	
2-F		07/13/23					
6-F		11/16/23					
9-L		06/16/23					
10-E		12/11/23	12/18/23	01/02/24	01/16/24		
10-G		04/10/23					
10-L		06/13/23	11/16/23	11/17/23	12/05/23	12/20/23	
14-I		09/01/23	11/03/23	11/02/23	11/20/23	12/20/23	
14-L		10/10/22					
16-K		09/27/23	12/08/23	12/08/23	12/22/23		
17-G		12/11/23	01/26/24	02/02/24	02/16/24		
18-I		11/01/23	12/12/23	12/12/23	12/27/23		
20-A		04/10/23					
21-G		08/21/23	10/27/23	10/30/23	11/13/23	12/20/23	
24-I		01/02/24					
25-I		09/20/23	10/20/23	10/23/23	11/06/23	12/20/23	
25-K		11/01/23	11/28/23	12/05/23	12/19/23		
28-A		04/20/23					
33-B		08/25/23	12/13/23	12/21/23	01/08/23		
36-B		07/14/23					
36-H		12/19/23					
36-D		09/08/23	10/10/23	10/12/23	10/26/23	12/04/23	

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : RICH STOLARZ

MUTUAL BOARD MEETING DATE: January 25, 2024

46-J		09/20/23	12/23/23	12/28/23	01/12/24		
46-A		08/25/23					
46-L		09/22/23	12/01/23	12/12/23	12/27/23		
51-C		09/05/23					
57-C		10/11/23	12/06/23	12/06/23	12/20/23		
57-J		10/11/23	11/21/23	11/28/23	12/12/23	12/21/23	
58-B		12/11/23					
60-E		01/02/24					
64-H		07/19/23					
68-H		12/11/23					

NMI = New Member Inspection **PLI** = Pre-Listing Inspection **NBO** = New Buyer Orientation

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

CONTRACTS AND PROJECTS

CONTRACTOR	PROJECTS
FENN GOOD THROUGH 5/01/2026	TERMITES & PEST SERVICE
FENN GOOD THROUGH 6/30/2026	BAIT STATIONS
WASH GOOD THROUGH 06/30/28	WASHERS & DRYERS
EMPIRE PIPE GOOD THROUGH 12/31/25	SEWER CLEANING
J&J LANDSCAPING GOOD THROUGH 12/01/2024	LANDSCAPING
SOUTHERN PROPERTY FIRE PROTECTION - FIRE EXTINGUISHER CERTIFICATION GOOD THROUGH 12/2024	
DISCUSS AND VOTE TO APPROVE TO EXTEND PLANTER IN FRONT OF 25-F	
DISCUSS AND VOTE TO APPROVE TREE TRIMMING PROPOSAL FROM J&J LANDSCAPE	
UPDATE, A1 TOTAL SERVICE PLUMBING HAS COMPLETED BUILD 70	
DISCUSS ZINSCO ELECTRICAL PANEL REPLACEMENT ACTIVITY	

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL : (01) ONE

INSPECTOR : RICH STOLARZ

MUTUAL BOARD MEETING DATE: January 25, 2024

MUTUAL & SHAREHOLDER REQUEST

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SITE VISITS

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE TREE TRIMMING CONTRACT FROM J&J LANDSCAPING (BUILDING INSPECTOR, ITEM A)
DATE: JANUARY 25, 2024
CC: MUTUAL FILE

I move to approve the tree trimming contract from J&J Landscaping at a cost not to exceed \$24,200.00 Funds to come from _____ and authorize the President to sign any necessary documentation.

Tree trimming mutual 1



Building	Tree	Price
15G	Carrotwood	\$250.00
15K	Pine	\$150.00
14E	Magnolia	\$300.00
11H	Brazilian	\$350.00
10A	Mulberry	\$350.00
10E	Mulberry	\$350.00
7G	Carrotwood	\$150.00
2E	Ficus	\$200.00
2F	Maleluca	\$250.00
1G	4 Ficus	\$1,400.00
1H	Ash	\$600.00
5H	Tipu	\$250.00
8D	Carrotwood	\$250.00
16A	Olive	\$300.00
16C	Olive	\$250.00
16W	Carrotwood	\$300.00
16G	Pear	\$300.00
41G	Podocarpus	\$250.00
40D	Ash	\$550.00
37H	Rubber Tree	\$250.00
36F	New Zealand Christmas Tree	\$200.00
35H	3 Pines	\$600.00
28G	Ash	\$300.00
28G	Carrotwood	\$150.00
BEHIND CP7	2 Pines	\$600.00
21B	Brisbane Box	\$200.00
22F	Pear	\$200.00
23J	3 Podocarpus	\$600.00
23G	Brazilian	\$350.00
23F	Carrotwood	\$200.00
26C	Ficus	\$850.00

Building	Tree	Price
31L	3 Mulberry	\$900.00
38G	Mulberry	\$300.00
42A	Ficus	\$200.00
42D	Carrotwood	\$100.00
42F	Carrotwood	\$200.00
66G	Bottle Brush	\$200.00
66F	Ash	\$250.00
59L	Ash	\$750.00
55K	Brisbane Box	\$200.00
55H	2 Mulberry	\$650.00
54E	Brazilian	\$350.00
50G	Brazilian	\$300.00
50F	Tipu	\$350.00
43I	Brazilian	\$350.00
43H	Ash	\$600.00
43E	Mulberry	\$300.00
44I	Mulberry	\$300.00
45G	Brazilian	\$400.00
45F	Brazilian	\$250.00
48F	Brazilian	\$150.00
48A	Maleluca	\$250.00
49G	Maleluca	\$200.00
52G	Brazilian	\$200.00
52E	Brazilian	\$250.00
52A	Maleluca	\$250.00
56E	2 Pines	\$300.00
53F	Carrotwood	\$200.00
56C	Pear	\$450.00
60F	Ash	\$250.00
60E	Ash	\$650.00
60B	Maleluca	\$300.00
61B	Brazilian	\$300.00
68F	Brazilian	\$350.00

Building	Tree	Price
69K	Brazilian	\$400.00
69I	Pine Tree (leaning towards building 68 so were going to level it)	\$700.00
12A	Ash	\$750.00
TOTAL		\$24,200.00

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE EXTENDED PLANTER FOR UNIT 25-F
(BUILDING INSPECTOR, ITEM B)
DATE: JANUARY 25, 2024
CC: MUTUAL FILE

I move to approve the extended planter proposal for unit 01-025-F, work to be done at the shareholder's expense.

Proposed plan for garden extension 25 F





Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY CONCRETE REPLACEMENT FROM MJ JURADO (UNFINISHED BUSINESS, ITEM A)
DATE: JANUARY 25, 2024
CC: MUTUAL FILE

I move to ratify the concrete replacement work order completed on December 28, 2023, between Carports 3 and 4 from MJ Jurado at a cost not to exceed \$7,500.00. Funds to come from Infrastructure and authorize the President to sign any necessary documentation.



Invoice

10552 Chestnut Ave
Stanton, CA 90680

Date: 12/28/2023
Invoice No.: 1475

Bill To
Mutual 1
Leisure World, Seal Beach
ATT : Richard S.

P.O. No.	Terms	Project	
POI-2302890	Due on receipt	MUTUAL 1	
Quantity	Description	Rate	Amount
	M1_BETWEEN CARPORT 3 & 4 Demo and install new concrete for electrical repairs	7,500.00	7,500.00
		Total	\$7,500.00

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: JANUARY 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 December 2023.

Mutual Corporation No. One

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE A NEW COMMITTEE FOR PENDING LITIGATION AND EVALUATE MUTUAL LIABILITIES (NEW BUSINESS, ITEM B)
DATE: JANUARY 25, 2024
CC: MUTUAL FILE

I move to appoint _____, _____, _____, to form a new committee for pending litigation and evaluate Mutual One liabilities.