



# REGULAR MONTHLY BOARD OF DIRECTORS MEETING

## MUTUAL FOUR

### SUMMARY REPORT

#### Wednesday, September 13, 2023

Action/Request	Person Responsible
<p><b>1. <u>Approval of Minutes – a</u></b> RESOLVED to approve the Regular Meeting Minutes of August 9, 2023, as presented.</p>	Mutual Board Portfolio Specialist
<p><b>2. <u>Guest Speaker – a</u></b> RESOLVED approve the 2024 Operating Budget for Mutual Four of \$1,235,520, resulting in a regular monthly Mutual Assessment for \$260.00 per apartment per month, for an increase of \$13.69 per month over the total Mutual operating costs of 2023, as presented, and adopt this budget forthwith.</p>	Mutual Board Finance
<p><b>3. <u>Building Inspector Report – a</u></b> RESOLVED to approve the Hydrotek Pipe Services proposal to repair sewers in Building 84 at a cost not to exceed \$20,361.00. Funds to come from Infrastructure Reserves and authorize the President to sign any necessary documentation.</p>	Mutual Board Physical Property Building Inspector Finance
<p><b>4. <u>Building Inspector Report – b</u></b> RESOLVED to approve the vinyl fence design proposal for Unit 04-042L with stipulation that fence must be between 25 inches to 36 inches high. Work to be done at the shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector
<p><b>5. <u>Building Inspector Report – c</u></b> RESOLVED to approve the patio change order for Unit 04-044F. Work to be done by MP Construction at the shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector
<p><b>6. <u>Building Inspector’s Report - d</u></b> RESOLVED to approve the glass block wall proposal for Unit 04-046C. Work to be done by Custom Glass at the shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector
<p><b>7. <u>Building Inspector’s Report – e</u></b> RESOLVED to approve the cart pad proposal for Unit 04-084J. Work to be done by Four Star Landscape at the shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector



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<p><b>8. <u>Unfinished Business – a</u></b> RESOLVED to ratify proposed rule change by amending 04-7403.8-1 <u>Building Permit Signatures</u>; the 28-day posting requirement has been met.</p>	Mutual Board Stock Transfer Physical Property Mutual Admin.
<p><b>9. <u>Unfinished Business – b</u></b> RESOLVED to ratify proposed rule change by amending 04-7425-1 <u>Flower Gardens, Vegetables, Trees, and Shrub Use</u>; the 28-day posting requirement has been met.</p>	Mutual Board Mutual Administration Physical Property Stock Transfer
<p><b>10. <u>Unfinished Business – c</u></b> RESOLVED to amend resolution dated 8/9/23, “RESOLVED to approve the proposal from Service Maintenance for the repainting of all stops, yellow/red/green curb markings, and parking spaces T’s and L’s in the Mutual 4 Carport Parking Lots at a cost not to exceed \$13,200. Funds to come from Infrastructure Reserves and authorize the President to sign any necessary documentation” by changing funds to come from Infrastructure Reserves to Operating Budget – Service Maintenance.</p>	Mutual Board Finance Physical Property
<p><b>11. <u>Unfinished Business – f</u></b> RESOLVED to approve the Mutual Four EV Welcome Letter to give to Mutual Four shareholders with EV stations.</p>	Mutual Board
<p><b>12. <u>New Business – a</u></b> 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 July 2023.</p>	Mutual Board Finance
<p><b>13. <u>New Business – c</u></b> RESOLVED to have tree from Unit 04-041F moved to a new location. Location to be determined by the Mutual Four Landscape Committee, President, and approved by Mutual Board at a later time. After November 1<sup>st</sup>, 2023, work to be done by Mutual Four approved landscaping contractor at shareholder’s expense.</p>	Mutual Board Physical Property



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<b>14. <u>New Business – e</u></b> RESOLVED to send coyote informational flyers to GRF-Administration, Security, and Seal Beach Police Department.	Mutual Board Security
<b>15. <u>New Business – k</u></b> RESOLVED to nominate and appoint Sam Cross as Director to the Mutual Four Board of Directors for the remaining year until the next annual meeting.	Mutual Board Mutual Administration
<b>Follow-Up Agenda Items for Next Monthly Meeting</b> <ol style="list-style-type: none"> <li>a. <b>Approval of Monthly Finances for July.</b></li> <li>b. <b>Discuss and vote to amend 04-7496-1 <u>Electrical Vehicle Charging Station Rules</u></b></li> <li>c. <b>Discuss and vote to approve the use of temporary parking permits form in Mutual Four.</b></li> <li>d. <b>Discuss and vote to amend 04-7590-1 <u>Feeding Wildlife</u></b></li> </ol>	Mutual Board Portfolio Specialist