

AGENDA
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FOUR
November 8, 2023

Open Forum begins at 8:30 a.m. – Meeting begins at 8:45 a.m.
Conference Room B and via Zoom Video & Conference Call

TO ATTEND ON ZOOM: The Shareholder will be provided with instructions on how to access the call via Zoom/telephone upon the Shareholder contacting Mutual Administration and requesting the log-in information. Please submit your information, including your name, Unit number, and telephone number, via e-mail at mutualsecretaries@lwsb.com or by calling (562) 431-6586 ext. 313, by 11/07/2023 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 submit all the necessary information stated above, via e-mail at mutualsecretaries@lwsb.com, and state their intent to speak. Please send in your request by 11/07/2023 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

President Conley, Vice President Glasser, Secretary Kuhl, Chief Financial Officer Green, Directors Falconer, Potter, Cross.

3. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Marsha Gerber, GRF Representative
Darrien Moore, Building Inspector
Lauren Caster, Film Crew Representative
Vicky Burdwell, Mutual Four Resident
Ripa Barua, Sr. Portfolio Specialist
Dinna Kong, Assistant Portfolio Specialist

4. APPROVAL OF MINUTES

- a. **Regular Meeting Minutes of October 11, 2023**

5. **BUILDING INSPECTOR'S REPORT**

Mr. Moore

Permit activity; escrow activity; contracts & projects; shareholder and mutual requests (p.3)

- a. Discuss and vote to approve patio expansion proposal for Unit 81B. (pp.4-7)
- b. Discuss and vote to approve unit remodel proposal for Unit 51-I. (pp.8-10)
- c. Discuss and vote to approve unit remodel proposal for Unit 84-I. (pp.11-13)

6. GUEST SPEAKER

Ms. Caster

- a. Discuss film crew in Mutual Four, Unit # 40G to film.

7. GUEST SPEAKER

Ms. Burdwell

- a. Discuss plan to help M4 residents during the holidays.

8. GRF REPRESENTATIVE

Ms. Gerber

- 9. SECRETARY / CORRESPONDENCE Ms. Kuhl
- 10. CHIEF FINANCIAL OFFICER'S REPORT Ms. Green
- 11. UNFINISHED BUSINESS
 - a. Discuss and vote to ratify 04-7496-1 Electrical Vehicle Charging Station. (pp.14-18)
 - b. Discuss and vote to ratify 04-7590-1 Feeding Wildlife. (pp.19-21)
 - c. Discuss and vote to approve proposed Spring Party for Wednesday, April 17th, 2024. (p.22)

- 12. NEW BUSINESS
 - a. Approval of Monthly Finances for September. (p.23)
 - b. Discuss and vote to close money market account with First Foundation. (p.24)
 - c. Discuss and vote to cancel December's Monthly Board Meeting. (p.25)
 - d. Discuss Rule 04-7709.1-3 Escrow Escape Tax Deposits. (p.26)
 - e. Discuss parking permits approved by Mutual Directors for carports.
 - f. Discuss Mutual Four Annual Party.

STAFF BREAK BY 11:00 a.m.

- 13. PORTFOLIO SPECIALIST REPORT Ms. Kong
- 14. COMMITTEE REPORTS
 - a. Member Services Committee
 - b. Facilities Committee Ms. Falconer
 - c. Operations Committee Ms. Potter
 - d. Administration Committee Ms. Kuhl
 - e. Landscape Ms. Falconer
 - f. Special Events Ms. Glasser
 - g. Electric Vehicle Ms. Green

- 15. ANNOUNCEMENTS
 - a. **NEXT MEETING: Wednesday, December 13, 2023, Open Forum begins at 8:30 a.m. and the Meeting begins at 8:45 a.m. in the Building 5, Conf. Room B and via Zoom Conference Call**

- 16. DIRECTORS' COMMENTS
- 17. SHAREHOLDERS' COMMENTS (3 minutes)
- 18. ADJOURNMENT
- 19. EXECUTIVE SESSION

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

MUTUAL 4 INSPECTOR'S REPORT

MUTUAL: **(04) FOUR** DATE: **November** INSPECTOR: **Darrien Moore**

PERMIT ACTIVITY

UNIT #	WORK DESCRIPTION	GRF/CITY PERMIT	START DATE	FINISH DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR
37-I	ABATEMENT	GRF	05/29/23	06/02/23	NO		P.E.A SOLUTIONS
43-L	FLOORING	GRF	07/27/23	08/05/23	NO		WHITSELL RESTORATION
45-A	SHOWER CUTDOWN	GRF	10/10/23	11/10/23	NO		NUKOTE
45-H	REMODEL	YES	08/14/23	12/30/23	NO		MP CONSTRUCTION
46C	GLASS PANELS	GRF	08/15/23	08/31/23	NO	10/06/23 - FINAL	CUSTOM GLASS
47-I	REMODEL	BOTH	06/27/22	03/01/23	YES	inspection correction 09/18/23	HANDYCREW
49-F	SOLAR PANELS	BOTH	12/09/21	01/31/22	NO		SOLARMAX
49-H	SHOWER CUTDOWN	BOTH	09/27/23	10/27/23	NO		NUKOTE
51-I	POPCORN/REMODEL	BOTH	10/05/23	04/30/24	NO		MP CONSTRUCTION
52-E	PORCH WALL/GLASS	GRF	03/27/23	07/30/23	YES		LW DÉCOR
76-K	SHOWER CUTDOWN	BOTH	10/16/23	11/16/23	NO		NUKOTE
79K	Heat Pump	BOTH	10/09/23	11/09/23	NO		Just Right Services
79-G	Sliding Window	BOTH	09/15/23	09/18/23	NO	10/06/23 - FINAL	BROTHERS GLASS
81-E	FLOORING	GRF	08/28/23	10/15/23	NO		LW DÉCOR
83-G	HVAC	BOTH	08/17/23	10/17/23	NO		ALPINE
84-F	Interior work/washer dry	Both	09/28/23	10/30/23	NO	10/10/23 - Half final	M&M SKYLIGHTS
84-G	Pergola	GRF	10/05/23	01/30/23	NO		MP CONSTRUCTION
84-I	POPCORN/REMODEL	BOTH	10/05/23	04/30/24	NO		MP CONSTRUCTION
84-J	CART PAD	GRF	08/25/23	10/10/23	NO		FOUR STAR LANDSCAPE
85-G	AWNINGS	GRF	10/10/23	10/10/23	NO		AAA AWNINGS
86-F	AWNING	GRF	12/12/23	12/12/23	NO		AAA AWNINGS
87B	DISHWASHER	GRF	08/25/23	10/30/23	NO	10/11/23 - FINAL	LW DÉCOR
88-E	FLOORING	GRF	09/30/23	11/30/23	NO	10/10/23 - FINAL	KARYS CARPET

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FINAL	FCOEI	RELEASE OF FUNDS	ACTIVE	CLOSING	CLOSED
40-E		10/12/23							
45-I		07/06/23	08/10/23	08/08/23	08/18/23	10/26/23			
46-F		10/12/23							
47-B		04/13/23	09/27/23	10/17/23					
47-K		08/03/23	09/08/23	09/11/23	09/23/23	10/16/23			
50-A		09/27/22							
50-F		04/20/23	06/08/23	06/13/23	06/23/23				
51-G		04/20/23							
51-I		08/10/23	09/26/23	10/26/23	10/10/23	10/16/23			
73-F									
76-E		09/15/23							
76-L		05/24/23	08/01/23	08/01/23	08/11/23	10/13/23	13	1	16
77-E		03/20/23	06/06/23	06/06/23	06/16/23				
79-A		06/28/23	10/02/23	10/02/23	10/12/23				
80-A		09/05/23	10/25/23	10/25/23					
80-J		06/22/23	09/14/23	09/18/23					
81-E		11/01/22	08/04/23	08/08/23	08/18/23	10/23/23			
82-L		08/03/23	08/28/23	09/13/23	10/10/23				
84-F		03/30/23	09/10/23	09/18/23	09/23/23	10/23/23			
84-I		08/03/23	09/19/23	09/19/23	10/01/23	10/16/23			
88-E		03/22/22	10/06/23	10/10/23	10/19/23				
89-D		08/11/23							

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation
FCOEI = Final Close of Escrow Inspection

CONTRACTS & PROJECTS

CONTRACTOR	PROJECT	EXPIRATION
Total Landscape	Landscape Maintenance	10/31/2023
Fenn Pest Control	Termite Inspections	5/31/2026
Fenn Pest Control	Bait Station Maintenance	6/30/2026

SHAREHOLDER & MUTUAL REQUESTS

SHAREHOLDER	MUTUAL
45A - Exterior termites.	
42E - Interior termites.	
44F - Stucco patch.	
Carport 52 - Stucco repair.	
47G - Garbage disposal not working.	

Mutual Corporation No. Four

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE THE PROPOSAL FOR PATIO
EXPANSION FOR UNIT 81-B. (BUILDING INSPECTOR'S REPORT, ITEM A)
DATE: NOVEMBER 8, 2023
CC: MUTUAL FILE

I move to approve the proposal for Anguiano Lawn Care to work on the patio expansion for Unit 81-B. Work to be done at the shareholder's expense.

**GOLDEN RAIN FOUNDATION
BUILDING PERMIT**

Fee: \$ 25.00

Permit: # 18550

START DATE 09/22/2023 MUTUAL 04-0000 APT NO 081B

COMPLETION DATE 09/29/2023 TODAY'S DATE 09/21/2023

RESIDENT NAME Doug Morphis ADDRESS 1380 Weeburn Road #81B

NATURE OF ALTERATION:

Install 51 sq ft of pavers in 2 areas, first area is 3'x6'. The highlighted area in the drawings is the location of the pavers.

(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, Gayle T Morphis, 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)

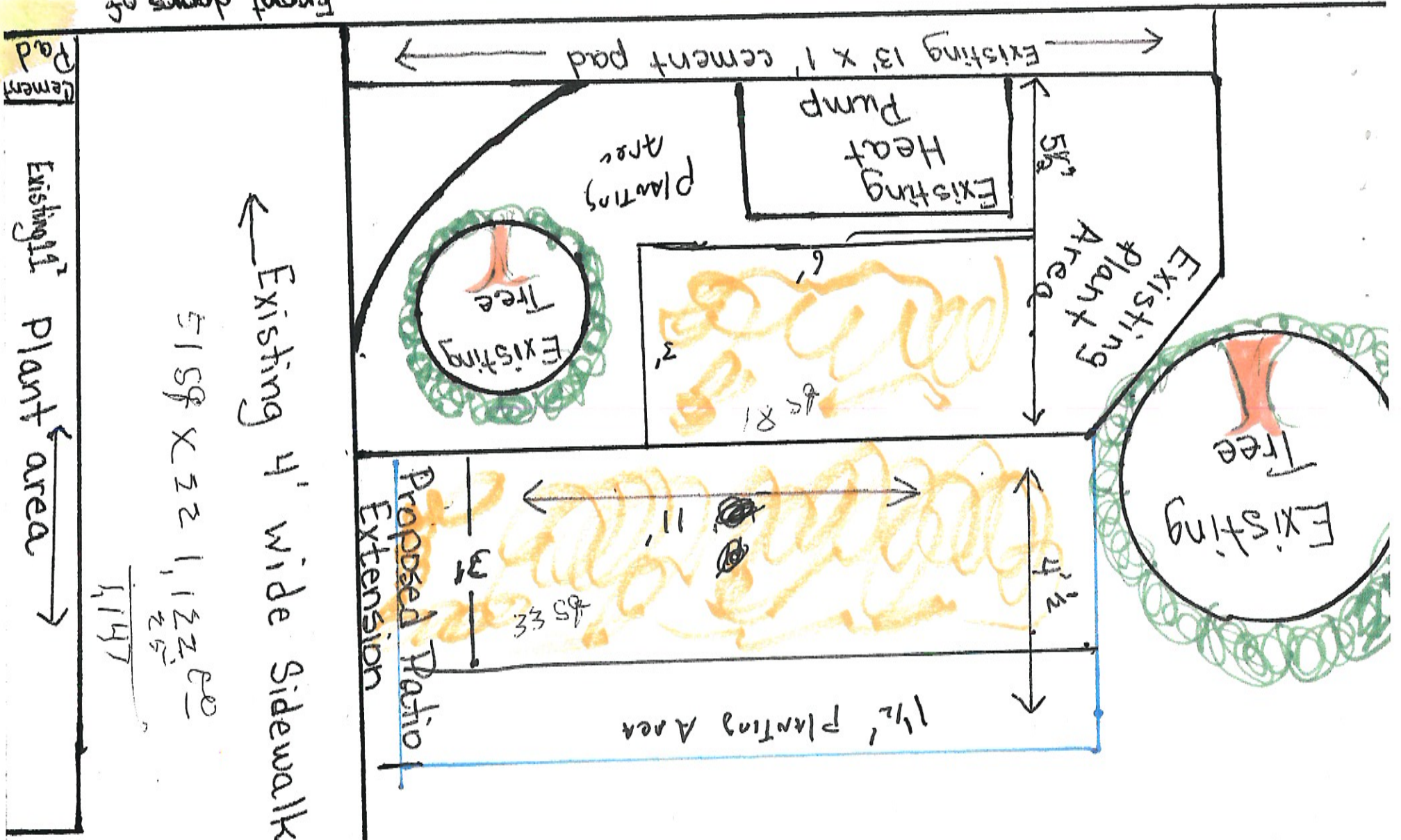
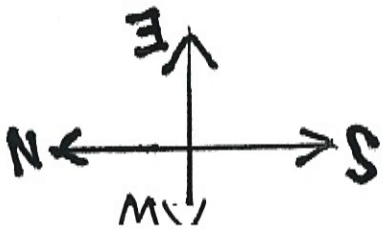
NOTICE: Contractor must furnished copy of City of Seal Beach Permit with Valuation Amount before start of job. Contractor must furnish Lien Release to Physical Property Office upon completion of alterations.

Contractor's Signature _____ Date _____
Anguiano Lawn Care

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	_____	_____		_____	_____

Proposed expansion of outdoor patio
 380 Weeburn Rd. #81B, Seal Beach, CA 90740
 Not permanently attached
 Materials include plants and pavers



Existing Sidewalk



Mutual Corporation No. Four

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE THE PROPOSAL FOR UNIT REMODEL FOR UNIT 51-I. (BUILDING INSPECTOR'S REPORT, ITEM B)
DATE: NOVEMBER 8, 2023
CC: MUTUAL FILE

I move to approve the proposal for MP Construction to work on unit remodel for Unit 51-I. Work to be done at the shareholder's expense.

**GOLDEN RAIN FOUNDATION
BUILDING PERMIT**

Fee: \$ 1125.00

Permit: # 18668

START DATE 10/05/2023 MUTUAL 04-0000 APT NO 0511

COMPLETION DATE 04/30/2024 TODAY'S DATE 10/17/2023

RESIDENT NAME Stephanie Krant ADDRESS 1180 Oakmont Road #511

NATURE OF ALTERATION:

Remove existing popcorn throughout entire unit. Re-do a complete master bedroom, shower, vanity, flare skylight. Build a new walk-in closet, extend bedroom out with a standard window. Kitchen: Re-do a complete kitchen, relocate sink to the front with a peninsula, flare kitchen skylight. Build a new 3/4 bath @ the 2nd bedroom with a space for a washer/dryer. Remove existing entry door & remove existing window to build a new entry door to the bedroom & build a space for a electric fire place. Remove existing window build out dining room with bay window, also relocate the new entry door. Relocate entry walkway. Replace electrical panel. Install new canned lights throughout entire unit. Install new central air unit. Paint unit and install new vinyl waterproof flooring.
(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, Stephanie Krant, 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 # _____

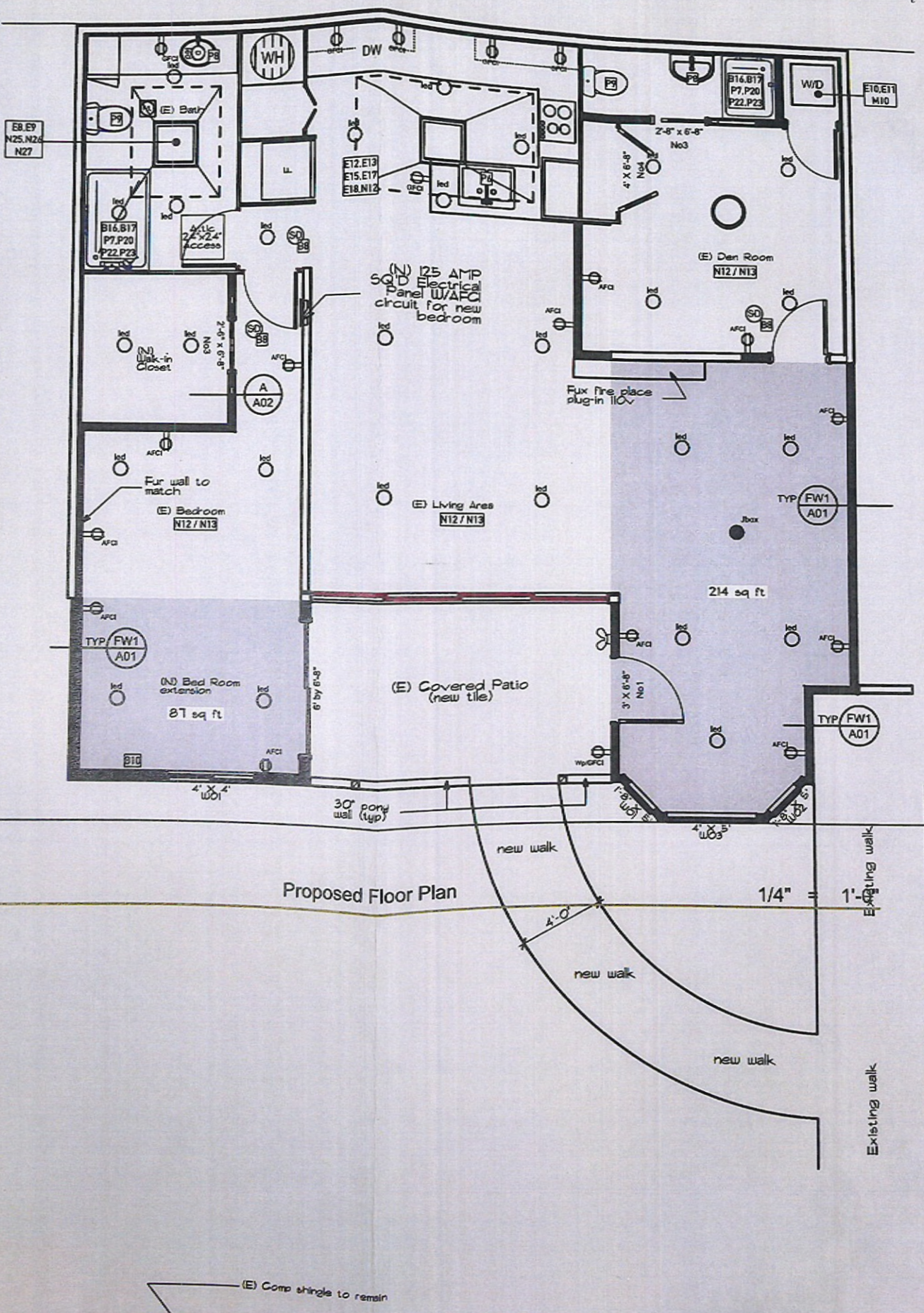
For final inspection, Contractor must call both the Physical Property Office and City of Seal Beach for a joint final inspection. (24 hours' notice is required)

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 _____
MP 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	_____	_____		_____	_____



- Key N
- B8 Use new exit
 - B10 Pri 24
 - B15 W th tr
 - B16 Pri C
 - B17 P e
 - B18 P
 - B19 F
 - B20 F
 - E5 Al arc fr launx
 - E8 P
 - E9 P y
 - E6 A
 - N12
 - N13
 - N25
 - N26
 - N27
 - P6
 - P7
 - P8
 - P9
 - P1
 - P2
 - P2
 - P2

Proposed Floor Plan

1/4" = 1'

Mutual Corporation No. Four

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE THE PROPOSAL FOR UNIT REMODEL FOR UNIT 84-I. (BUILDING INSPECTOR'S REPORT, ITEM C)
DATE: NOVEMBER 8, 2023
CC: MUTUAL FILE

I move to approve the proposal for MP Construction to work on unit remodel for Unit 84-I. Work to be done at the shareholder's expense.

**GOLDEN RAIN FOUNDATION
BUILDING PERMIT**

Fee: \$ 1125.00

Permit: # 18669

START DATE 10/05/2023 MUTUAL 04-0000 APT NO 0841

COMPLETION DATE 04/30/2024 TODAY'S DATE 10/17/2023

RESIDENT NAME Maurice Krant ADDRESS 1420 Skokie Road #84I

NATURE OF ALTERATION:

Remove existing popcorn throughout entire unit. Re-do a complete master bedroom, shower, vanity, flare skylight. Build a new walk-in on the outside where existing storage is. Kitchen: Re-do a complete kitchen, relocate sink to the front with a peninsula, flare kitchen skylight. Build a new 3/4 bath @ the 2nd bedroom with a space for a washer/dryer. Remove existing entry door & remove existing window to build a new entry door to the bedroom & build a space for a electric fire place. Remove existing window build out dining room with bay window, also relocate the new entry door. Relocate entry walkway. Replace electrical panel. Install new canned lights throughout entire unit. Install new central air unit. Paint unit and install new vinyl waterproof flooring.

(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, Maurice Krant, 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 # _____

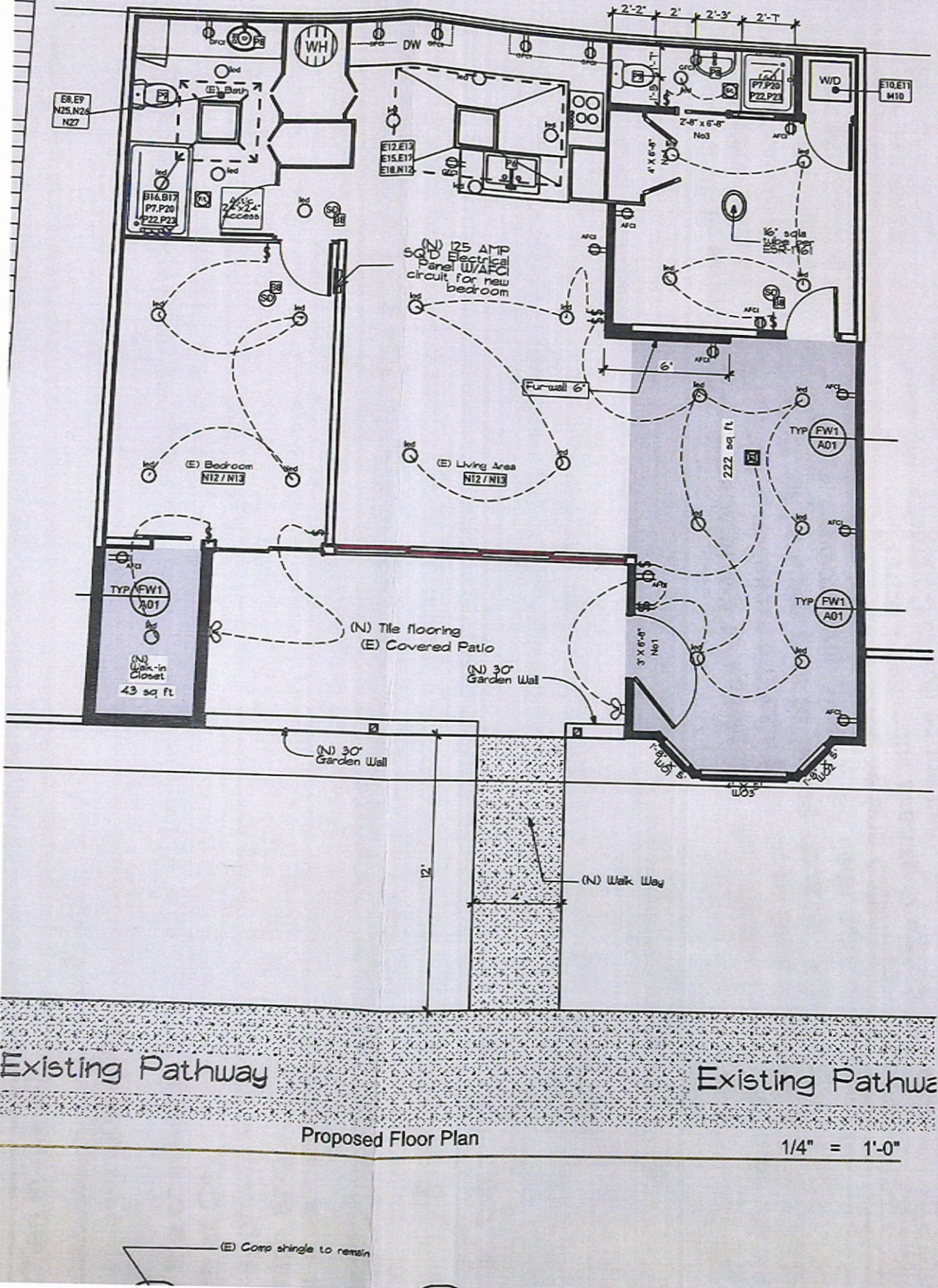
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NOTICE: Contractor must furnished copy of City of Seal Beach Permit with Valuation Amount before start of job. Contractor must furnish Lien Release to Physical Property Office upon completion of alterations.

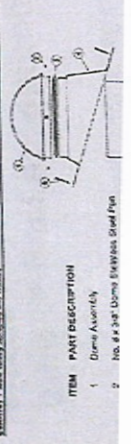
Contractor's Signature Date
MP Construction

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	_____	_____		_____	_____



- Key Notes**
- B8 Use hardwired, if new bedrooms & existing bedroom
 - B10 Provide fire egr 24" clear height
 - B15 Window sills sh when located 7' the portion bet the passage of
 - B16 Provide safety Doors shall op
 - B17 Provide safety enclosures will
 - B18 Provide safety
 - B19 Provide safety 35" horizontal unless protect
 - B20 Provide safety horizontally of protected by s
 - E5 All new 15 and ; arc fault circuit into laundry rooms, gar
 - E8 Provide a 20 an
 - E9 Provide a GFCI within 3' of the vanity cabinet
 - E6 All new recepta
 - N12 Recessed ligh between the l
 - N13 Living, dining, feet lighting fi occupant sen
 - N25 Bathroom ligh Fixtures with
 - N26 Bathroom ve
 - N27 Bathroom ve
 - P6 Kitchen fauc
 - P7 Shower hear
 - P8 Lavatory fau
 - P9 Water closel
 - P19 Bathtub filler to ASSE 10'
 - P20 Shower valv to ASSE 10'
 - P22 Showers sh 72" above l
 - P23 Showers sh than 30" wi



Page 2 of 2
 See notes on drawings for details.
 All dimensions are in feet and inches unless otherwise noted.
 All work shall be in accordance with the latest editions of the International Building Code (IBC) and all applicable local codes.
 All work shall be in accordance with the latest editions of the International Residential Code (IRC) and all applicable local codes.
 All work shall be in accordance with the latest editions of the International Energy Conservation Code (IECC) and all applicable local codes.
 All work shall be in accordance with the latest editions of the International Fire Code (IFC) and all applicable local codes.
 All work shall be in accordance with the latest editions of the International Mechanical Code (IMC) and all applicable local codes.
 All work shall be in accordance with the latest editions of the International Plumbing Code (IPC) and all applicable local codes.
 All work shall be in accordance with the latest editions of the International Fire and Building Code (IFBC) and all applicable local codes.
 All work shall be in accordance with the latest editions of the International Fire and Building Code (IFBC) and all applicable local codes.

Mutual Corporation No. Four

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY AMENDED 04-7496-1 ELECTRIC VEHICLE RULE. (UNFINISHED BUSINESS, ITEM A)
DATE: NOVEMBER 8, 2023
CC: FILE

I move to ratify proposed rule change amending 04-7496-1 Electrical Vehicle Charging Station of the Rules and Regulations; the 28-day posting requirement has been met.

SEAL BEACH MUTUAL NUMBER FOUR

Physical Property

AMEND

Electric Vehicle Charging Station Rules

1 An “electric vehicle charging station” means a station that is designed in compliance with the
2 California Building Standards Code and delivers electricity from a source outside an electric
3 vehicle into one or more electric vehicles. An electric vehicle charging station may include
4 several charge points simultaneously connecting several electric vehicles to the station and
5 any related equipment needed to facilitate charging plug-in electric vehicles.
6

7 Shareholders may install a charger through the Mutual 4 EV Infrastructure program, or they
8 may install a private charger. All chargers will be installed in the carport area associated with
9 that shareholder. Some rules apply to ALL chargers, and some are unique to a specific
10 installation.
11

12 Mutual 4 may install an electric vehicle charging station in the common area for the use of all
13 members of the association and, in that case, the association shall develop appropriate terms
14 of use for the charging Station.
15

16 **1. GENERAL:**

17
18 **1.1.** An electric vehicle charging station shall meet applicable health and safety
19 standards and requirements imposed by state and local authorities, and all other
20 applicable zoning, land use, or other ordinances, or land use permits.
21

22 **1.2.** Mutual 4 Electric Vehicle Charger installations are allowed with board approval.
23 All costs, usage charges and monthly fees are applicable.
24

25 **1.3.** The shareholder associated with any charging station shall, at all times, maintain
26 a HO-6 Policy and a minimum of \$500,000 liability coverage policy prior to
27 activation. That shareholder and each successor shareholder shall provide the
28 association with the certificate of insurance annually thereafter.
29

30 **1.4.** The Mutual may impose reasonable restrictions on EV charging stations
31 provided those restrictions do not significantly increase the cost of the station or
32 significantly decrease its efficiency or specified performance. **NO CHARGERS**
33 **ARE TO BE SHARED OR RENTED TO OTHER INDIVIDUALS.** ~~No chargers~~
34 ~~are to be shared or rented to other individuals.~~
35

36 **2. INFRASTRUCTURE PROGRAM:**

37 **3 SCE Rebate Projects WITH 42 CHARGERS – 7-year minimum requirement from**
38 **date of activation.**
39

40 **2.1.** All shareholders who are part of the original Mutual 4 infrastructure 42 charger

(Sept 22)

SEAL BEACH MUTUAL NUMBER FOUR

Physical Property

AMEND

Electric Vehicle Charging Station Rules

SCE program have paid their initial fees and have chargers installed in their assigned carports. These chargers belong to the Mutual. ~~Additional shareholders may join the Infrastructure Program at a later time for a fee of \$900.00.~~ Chargers must be Ever Charge Level 2 chargers only. Installations must be performed by Doneen Electric and all costs associated with installations will be paid by shareholder and SCE grants. ~~All requests will be forwarded to the Physical Property Department at least two weeks prior to a board meeting.~~ THESE CHARGERS CANNOT BE REMOVED WITHOUT WRITTEN MUTUAL 4 BOARD APPROVAL.

3. PRIVATE INSTALLATION

3.1. If a shareholder desires a private charger, the shareholder must seek board approval, provide an HO-6 insurance policy with a minimum of \$500,000 liability coverage and adhere to all other factors as stated in Davis-Stirling. Also, the shareholder must use a UL listed, L2 outdoor charger that must be hardwired to its source and INSTALLED OR REMOVED BY A QUALIFIED ELECTRICAL CONTRACTOR THAT IS EVITP CERTIFIED. All costs for installation and the charger will be paid by the shareholder.

3.2. The following provisions apply:

3.2.1. The owner first shall obtain approval from the Mutual to install the electric vehicle charging station and the association shall approve the installation if the owner agrees in writing to do all of the following.

3.2.1.1. Comply with the Mutual’s architectural standards for the installation of the charging station.

3.2.1.2. Engage the approved licensed electrical contractor that is EVITP certified to install the charging station.

~~**3.2.1.3.** Within 14 days of approval, provide a certificate of insurance that names the Mutual as an additional insured under the owner’s insurance policy in the amount set forth in paragraph (3).~~

~~**3.2.1.4.**~~**3.2.1.3.** Pay for ~~both~~all the costs associated with the installation of and the electricity usage associated with the charging station.

(Sept 22)

SEAL BEACH MUTUAL NUMBER FOUR**Physical Property****AMEND****Electric Vehicle Charging Station Rules**

81 **3.2.2.** The owner and each successive owner of the charging station shall
82 be responsible for all of the following:

83
84 **3.2.2.1.** Costs for damage to the charging station, common area,
85 exclusive use common area, or separate interests resulting
86 from the installation, maintenance, repair, upgrades,
87 removal, or replacement of the charging station.

88
89 **3.2.2.2.** Costs for the maintenance, repair, and replacement of the
90 charging station until it has been removed and for the
91 restoration of the common area after removal.

92
93 **3.2.2.3.** The cost of electricity associated with the charging station.

94
95 **3.2.2.4.** Disclosing to prospective buyers the existence of any
96 charging station of the owner and the related responsibilities
97 of the owner under this section.
98

99 **3.3.** The Mutual may grant exclusive use in carport stalls to members who run utility
100 lines from their units or their meters for charging stations their assigned carport
101 stall and install meters in the common areas for charging stations in a
102 Shareholder's their assigned carport. The Mutual may enter into a license
103 agreement with shareholders who install charging stations in their carports.
104 Installing circuit breakers, conduit and wiring from the association's electrical
105 panel to the parking space will be done by the shareholder at shareholder's
106 expense. If the electrical panel cannot handle the extra load created to the
107 charging station, and/or the panel will need to be upgraded, all costs associated
108 with the upgrade must be requested and are at the requesting owner's expense.
109 All requirements in Section 3 are applicable.

110
111 **3.4.** Whenever a shareholder installs an EV charging station, an agreement signed
112 by the shareholder will be recorded putting future shareholders of the unit on
113 notice of their obligation to maintain the charging station and carry proper
114 insurance, and from there forward to be responsible for all charges associated
115 with the charging station.
116

117 **3.5.** The owner who submitted the application to install the charging station shall
118 provide the association with the corresponding certificate of insurance within 14
119 days of approval of the application.
120

(Sept 22)

SEAL BEACH MUTUAL NUMBER FOUR

Physical Property

AMEND

Electric Vehicle Charging Station Rules

Document History

Adopted: 14 Sept 2022 Amended:

Keywords: Mutual Four Electrical Vehicle Charging Station

121

DRAFT

(Sept 22)

Mutual Corporation No. Four

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY AMENDED 04-7590-1 FEEDING WILDLIFE RULE. (UNFINISHED BUSINESS, ITEM B)
DATE: NOVEMBER 8, 2023
CC: FILE

I move to ratify proposed rule change amending 04-7590-1 FEEDING WILDLIFE of the Rules and Regulations; the 28-day posting requirement has been met.

SEAL BEACH MUTUAL NO. FOUR

Shareholder Regulations

Feeding Wildlife

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- 1. This rule is intended to set certain limitations on interactions between non-domesticated animals indigenous to this community and the members and residents living in close proximity. For purposes of this policy, non-domesticated wildlife is described as all members of the wild bird family, including but not limited to, hawks, owls, pigeons, doves, crows (Crows carry the West Nile virus.), and black birds, as well as other wildlife such as rabbits, opossums, raccoons, squirrels, rats, coyotes, and feral cats.
- 2. Handouts of food rarely meet the nutritional needs of wildlife and may cause those animals to gather and remain in small areas around the source of food. This human-to-wildlife interaction invites larger more aggressive predators, such as coyotes, to come to the area looking for food. Wild animals being fed by human interaction lose their fear of people which leaves the human at risk of being bitten and suffering substantial injury.
- 3. Additionally, many beloved family pets have been the unintended victims of feeding wildlife when taken by larger predators being drawn to unnatural food sources. These situations may also result in an encouraged rodent population, as well as insect infestation.
- 4. Therefore, the following must be adhered to in compliance with this Mutual policy in concert with California Code 251.1, Harassment of Animals, to wit:
 - 4.1. *“Except as otherwise authorized in the Fish and Game Code, no person shall harass, herd or drive any game or non-game bird or mammal or furbearing mammal. For the purposes of this section, harass is defined as an intentional act which disrupts an animal’s normal behavior patterns, which includes, but is not limited to, breeding, feeding, or sheltering”.*
- 5. Further, in compliance with California Code 251.1, Harassment of Animals, the following limitations on wildlife and member interactions are established:
 - 5.1. Do not feed any non-domesticated wildlife on Mutual property.
 - 5.2. Pet food and standing water sources are prohibited on patios, in carport areas, and in gardens.
 - 5.3. Domesticated pets to include caged birds, may not be kept on patios
 - ~~5.4. Domesticated pets to include caged birds, may be kept on patios.~~
 - 5-5-5.4. trash and garbage, whether contained or not, may not be left outside of the unit at any time.
 - 5-6-5.5. Bird feeders with bird seed of any type are not allowed at the unit or anywhere on Mutual property including hanging from trees or other support devices.
 - 5-7-5.6. Mutuuls Four allow bird feeders:
 - 5-7-1-5.6.1. A hummingbird-type feeder with liquid food is permitted at a

(Dec 2024/Oct 2023)

SEAL BEACH MUTUAL NO. FOUR

Shareholder Regulations

Feeding Wildlife

unit but not on common area Mutual property including hanging from trees or other support devices.

~~5.8. Pet food and water sources are prohibited on open patios and in carport areas.~~

5.9.5.7. Pet food and water sources are prohibited on open patios and in carport areas unless the shareholder/resident is present.

- Source Guides: California Code 251.1, Harassment of Animals
- ASPCA – Eight Reasons to Not Feed Wildlife
- City of Seal Beach Ordinance (1057 #1), Feeding Wild Birds
- California Department of Fish and Game – Keep Me Wild
- Orange County Vector Control District – Bird Feeders & Rats
- National Wildlife Health Center
- USGS Fact Sheet – Coping with Diseases at Bird Feeders
- El Dorado Nature Center
- Mutual Occupancy Agreement, Article (5)

Document History

Adopted: 13 May 2015 Oct 2023

Keywords: Mutual Four Feeding Wildlife

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(~~Dec 2024~~Oct 2023)

Mutual Corporation No. Four

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE PROPOSED MUTUAL FOUR SPRING PARTY FOR WEDNESDAY, APRIL 17TH, 2024. (NEW BUSINESS, ITEM B)
DATE: NOVEMBER 8, 2023
CC: MUTUAL FILE

I move to approve the proposed Mutual Four Spring Party for Wednesday, April 17th, 2024, at a cost not to exceed \$_____. Funds to come from _____ and ask the President to sign any necessary documentations.

Mutual Corporation No. Four

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVAL OF MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: NOVEMBER 8, 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 month of September 2023.

Mutual Corporation No. Four

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO CLOSE MONEY MARKET ACCOUNT WITH FIRST FOUNDATION. (NEW BUSINESS, ITEM C)
DATE: NOVEMBER 8, 2023
CC: MUTUAL FILE

I move to close the money market account with First Foundation and transfer all funds to a Money Market Account at US Bank.

Mutual Corporation No. Four

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO CANCEL MUTUAL FOUR'S DECEMBER MONTHLY BOARD MEETING. (NEW BUSINESS, ITEM D)
DATE: NOVEMBER 8, 2023
CC: MUTUAL FILE

I move to cancel Mutual Four's monthly board meeting scheduled on Wednesday, December 13th, 2023, due to the holiday.

MUTUAL OPERATIONS

ADMINISTRATIVE SERVICES

Escape Tax Deposit

1 In order to avoid *escaped property tax* due the County Assessor's Office upon the death of a
2 stockholder, funds of \$3,000 will be withheld in escrow to cover the *escaped property tax*
3 whenever a sale or transfer of a certificate is by an estate or heir of the deceased stockholder or
4 co-owner of the certificate. These funds will be held in a separate account from the Withdrawal
5 Inspection Deposit.
6
7

Document History

8 Adopted: 11 August 2021
9
10

11 **Keywords:** Mutual Four Escape Tax Deposit