**A G E N D A**
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**
**SEAL BEACH MUTUAL SIX**
**Friday, August 26, 2022**
**Meeting begins at 10:00 a.m.**
**NOTICE: Executive Session: 8:30 a.m. - 10:00 a.m.**
**Regular Meeting: 10:00 a.m. -12:00 p.m.**
**Zoom Video/Conference Call and Conference Rm A**

**TO ATTEND:** The Shareholder will be provided with instructions on how to access the call via telephone or via video upon the Shareholder contacting the Mutual Directors or mutualsecretaries@lwsb.com and requesting the call-in or login information.

**TO PROVIDE COMMENTS DURING MEETING**: In order to make a comment during the open Shareholder forum, the Shareholder must (i) notify the President or Secretary 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, not later than 3:00 p.m., the business day before the date of the meeting.

1. CALL TO ORDER /PLEDGE OF ALLEGIANCE

2. SHAREHOLDERS' COMMENTS **(limited to 2-3 minutes, agenda items only)**

3. ROLL CALL

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

   Ms. Hopewell, GRF Representative
   Mr. Weaver, Facilities Director
   Mr. Van Horn, Building Inspector
   Ms. Barua, Portfolio Specialist
   Ms. Vasquez, Recording Secretary

5. **GUEST SPEAKER** Mr. Weaver
   a. Discussion on composting

6. **APPROVAL OF MINUTES**
   a. Regular Meeting Minutes of July 29, 2022.

7. **BUILDING INSPECTOR'S REPORT** Mr. Van Horn
   Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests **(pp.3-6)**
   a. Discuss and vote to approve the patio proposal for Unit 63-G **(pp.7-10)**
   b. Discuss and vote to approve patio proposal for Unit 58-A **(pp.11-16)**
   c. Discuss and vote to approve the patio and pergola proposal for Unit 61-D **(pp.17-28)**

8. **GRF REPRESENTATIVE** Ms. Hopewell

9. **CONSENT CALENDAR**
   a. Discuss and vote to authorize Transfers of Funds for Mutual Six **(p.29)**

(8/2/22 KV)

10. **UNFINISHED BUSINESS**
No Unfinished Business.

11. **NEW BUSINESS**
a. Discuss and vote to approve Mutual Monthly Finances **(p30.)**
b. Discuss and vote to add non-smoking signs and laundry room hours of operation to all Mutual Six Laundry Rooms **(p.31)**
c. Discuss and vote to approve General Counsel Annual Retainer Program Renewal with Roseman Law, APC **(pp.32-35)**
d. Discuss and vote to receive monthly financial statements electronically from the Finance Department **(p.36)**
e. Discuss and vote to ratify safety action item dated on 7/6/2022- Tree Trimming in the common area of Unit 61-D **(pp.37-38)**
f. Discuss and vote to ratify safety action item dated on 8/3/2022 – Removal of dead tree **(pp.39-40)**
g. Discuss and vote to purchase 19 Laundry Room Signs **(pp.41-42)**
h. Discussion on "No Smoking in Mutual 06 buildings" Mr. DePalma
i. Discussion on a shareholder's report on "Grants for drip systems"

**STAFF BREAK BY 11:00 a.m.**

12. SECRETARY/CORRESPONDENCE Ms. Boggs

13. CHIEF FINANCIAL OFFICERS REPORT Ms. Cone

14. PRESIDENT'S REPORT Ms. Baidack

15. VICE PRESIDENT'S REPORT Ms. Boardman

16. PORTFOLIO SPECIALIST Ms. Barua

17. ANNOUNCEMENTS
a. **NEXT MEETING:** Regular Monthly Board Meeting on September 23, 2022, at 10:00 a.m. via Zoom/Conference Call and Conference Rm A.

18. COMMITTEE REPORTS
a. Emergency Preparedness
- Discussion on Penal Codes and Appliance Expense Chart **(p.43)**
b. Physical Property
c. Landscaping
d. Advisory Director's Report

19. DIRECTOR'S COMMENTS

20. SHAREHOLDERS' COMMENTS **(limited to 2-3 minutes)**

21. ADJOURNMENT

22. EXECUTIVE SESSION **(held at 8: 30 a.m. prior to general session)**

(8/2/22 KV)

# INSPECTOR MONTHLY MUTUAL REPORT

**MUTUAL:** (06) SIX **INSPECTOR:** Dave Van Horn

**MUTUAL BOARD MEETING DATE:** AUGUST 26, 2022

## PERMIT ACTIVITY

| UNIT # | DESCRIPTION OF WORK | GRF/CITY PERMIT | PERMIT ISSUE | COMP. DATE | CHANGE ORDER | RECENT INSPECTION | CONTRACTOR / COMMENTS |
|---|---|---|---|---|---|---|---|
| 58 I | SCALLOP LINE | GRF | 09/01/22 | 12/07/22 | NO | NA | JURADO |
| 144 B | ADDITION | BOTH | 07/11/22 | 9/8/22 | NO | FRAME/ELEC | HADI 7/18/22 |
| 62 D | SLIDER/WINDOWS | BOTH | 03/17/22 | 8/29/22 | NO | NA | SWENMAN |
| 129 J | REMODEL | BOTH | 09/04/22 | 12/20/22 | NO | NA | HADI |
| 60 L | FULL REMODEL | BOTH | 03/10/22 | 09/30/22 | NO | FOOTING 4 PATIO | MP CON. 8/9/22 |
| 61 D | NEW SHOWER | BOTH | 11/08/21 | 12/28/21 | NO | NONE | PER HARPER NOT COMPLETE 6/8/22 |
| | NO RESPONSE FROM CONTRACTOR DATED 2/11/22. NO STATUS ON PERMIT | | | | | | |
| | | | | | | | |
| 57 E | BDRM ADDITION | BOTH | 04/01/22 | 08/31/22 | NO | NA | BA CONSTRUCTION |
| 64 A | C/P CABINET | GRF | 08/01/22 | 08/30/22 | NO | NA | JURADO |
| 66 H | HEAT PUMP | BOTH | 05/09/22 | 8/30/22 | YES | NA | GREENWOOD |
| 58 B | KIT/BTH REMODEL | BOTH | 06/07/22 | 09/01/22 | NO | NA | OGAN |
| 53 H | ELECTRICAL | BOTH | 08/12/22 | 09/09/22 | NO | NA | OGAN |
| 57 E | SLIDERS/WIND SCREEN | BOTH | 08/12/22 | 8/24/22 | YES | NA | BROTHERS GLASS |
| 58 I | KIT/BTH REMODEL | BOTH | 03/12/22 | 8/29/22 | NO | NA | LOS AL BUILDERS |
| 127 F | NEW ENTRY WALK | GRF | 07/18/22 | 08/18/22 | NO | NA | JURADO |
| 138 H | LVRM/BDRM SLIDING DRS | BOTH | 10/31/22 | 11/30/22 | NO | NA | BROADWAY GLASS & MIRROR |
| 128 D | SKYLIGHT KIT | BOTH | 06/30/22 | 08/30/22 | NO | SIGNED OFF | M&M 8/1/22 |
| | | | | | | | |
| 59 H | PATIO TILE | GRF | 08/15/22 | 09/15/22 | NO | NA | KARY'S |
| 66 J | SKYLIGHTS | BOTH | 08/09/22 | 10/26/22 | NO | NA | LOS AL BUILDERS |
| 58 B | REMODEL | BOTH | 06/27/22 | 09/01/22 | NO | NA | OGAN |
| 137 I | HEAT PUMP | BOTH | 05/09/22 | 8/30/22 | NO | NA | GREENWOOD |
| | | | | | | | |
| | | | | | | | |

# INSPECTOR MONTHLY MUTUAL REPORT

**MUTUAL:** (06) SIX **INSPECTOR:** Dave Van Horn

**MUTUAL BOARD MEETING DATE:** AUGUST 26, 2022

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 62 F | PATIO SLAB/ WALK/PAD | GRF | 05/20/22 | 8/23/22 | NO | NA | JURADO |
| 132 B | ABATEMENT | GRF | 07/13/22 | 7/27/22 | NO | SIGNED OFF | UNIVERSAL 8/8/22 |
| 62 B | COUNTERTOP | BOTH | 07/30/22 | 08/30/22 | NO | NA | KRESS |
| 59 D | LIGHTS BTH COOUNTERTOP | BOTH | 07/30/22 | 11/30/22 | NO | NA | JERRY CASCARINI CON |
| | | | | | | | |
| | | | | | | | |
| 136 G | FULL REMODEL | BOTH | 03/14/22 | 8/14/22 | NO | SIGNED OFF | HADI 8/2/22 |
| 137 H | WINDOWS | BOTH | 04/25/22 | 8/25/22 | NO | NA | BROADWAY GLASS & MIRROR |
| 55 K | REMODEL | BOTH | 03/15/22 | 8/15/22 | YES | LATH/D.W. | BYDC INC 8/15/22 |
| | | | | | | | |
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# INSPECTOR MONTHLY MUTUAL REPORT

**MUTUAL:** (06) SIX **INSPECTOR:** Dave Van Horn

**MUTUAL BOARD MEETING DATE:** AUGUST 26, 2022

## ESCROW ACTIVITY

| UNIT # | NMI | PLI | NBO | FI | FCOEI | ROF | DOCUMENTS/COMMENTS |
|---|---|---|---|---|---|---|---|
| 59 G | | 07/01/22 | 07/18/22 | 07/18/22 | 08/02/22 | | |
| 55 H | | | 08/04/22 | 08/08/22 | | | |
| 137 A | | 07/25/22 | | | | | |
| 129 J | | 05/09/22 | 06/29/22 | 06/29/22 | 07/12/22 | | |
| 137 F | | 07/26/22 | | | | | |
| 136 I | | 07/22/22 | | | | | |
| | | | | | | | |
| 132 H | | 05/05/22 | 07/07/22 | 07/13/22 | 07/25/22 | | |
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**NMI** = New Member Inspection **PLI** = Pre-Listing Inspection **NBO** = New Buyer Orientation
**FI** = Final Inspection **FCOEI** = Final COE Inspection **ROF** = Release of Funds

# INSPECTOR MONTHLY MUTUAL REPORT

**MUTUAL:** (06) SIX **INSPECTOR:** Dave Van Horn

**MUTUAL BOARD MEETING DATE:** AUGUST 26, 2022

## CONTRACTS

| CONTRACTOR | PROJECT |
|---|---|
| ANGUIANO LANDSCAPE | 5/1/22 - 4/30/25 |
| ASSOCIATION RESERVES | MUTUAL HAS THE CONTRACT |
| NATIONAL LAUNDRY SERVICE | |
| FENN TERMITE & PEST CONTROL | 6/1/2020 - 6/30/2023 |
| | |
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## SITE VISITS

| UNIT NUMBER | REASONS |
|---|---|
| 65 D, W/ SHAREHOLDER RE: HEATPUMP/ROOF 8/15/22 | |
| 55 H, FLUSHED WATER HEATER 8/12/22 | |
| 59 G , CHECKED ATTIC ACCESS/KIT FAUCET 8/12/22 | |
| 128 H. CHECKED KEY IN LOCK BOX (GOOD) 8/11/22 | |
| 61 KNOT HOME(LT) CARD 8/8/22 | |
| 58 L, CHECKED HEAT PUMP PAD 8/8/22 | |
| 59 G, CHECKED SOAP DISH 8/1/22 | |
| 144 F, CHECKED UNIT (ALL OK) 7/28/22 | |
| LAUNDRY 55 REMOVED DRY WALL 7/28/22 | |
| 60 I,P/U STOVETOP 7/22/22 | |

# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO APPROVE THE PATIO PROPOSAL FOR UNIT 63-G (BUILDING INSPECTOR REPORT, ITEM A)
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move to approve the patio proposal for Unit 63-G pending Seal Beach City approval. Sewer grate located proximate to patio plans. Work to be done at shareholder's expense.

BJ&Co 13450 FAIRFIELD LN. 63 G SEAL BEACH. CA 90740 BJNCO0702@YAHOO.COM TEL. (310) 628 - 9777 CONT. #428790 A & B FAX (562) 596-5020

07-29-2022

TO: Mr BENJAMIN LEE
13450 FAIRFIELD LANE # 63-G MUTUAL 06
SEAL BEACH CA. 90740

DEAR SIR (MADAM):

BJ & COMPANY PROPOSE TO FURNISH ALL MATERIALS AND PERFORM ALL LABOR NECESSARY TO COMPLETE THE FOLLOWING

1. GRADING
2. PURE CONC.
3. INSTALL 6" BLOCK

EXCLUDE: PLAN CHECK & PERMIT FEES. SEWER CONNECTION FEE(S). ANY FEES FROM GOVERNMENT(S) AND APPLIANCE. PLUMBING FIXTURES. ELECTRICAL FIXTURES. CABINET HANDLES.
ALL OF THE ABOVE WORK TO BE COMPLETED IN A SUBSTANTIAL AND WORKMANLIKE MANNER ACCRODING TO STANDARD PRATICES FOR THE SUM OF

**FOUR THOUSAND DOLLARS ($4,000.00)**

PROGRESS PAYMENTS TO BE MADE AS THE WORK PROGRESSES TO THE VALUE OF HUNDRED PERCENT (100%) OF ALL WORK COMPLETED.
**THE ENTIRE AMOUNT OF CONTRACT OT BE PAIND WITHIN THREE (3) DAYS AFTER COMPLETION.**

ANY ALTERATION OR DEIVATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COST OF MATERIAL OR LABOR WILL ONLY BE EXECUTED UPON WRITTEN ORDERS FOR THE SAME, AND WILL BECOME AN EXTRA CHARGE OVER THE SUM MENTIONED IN THIS CONTRACT.
ALL AGREEMENTS MUST BE MADE IN WRITING.

**YOU, THE CLIENT, MAY CANCEL THIS TRANSACTION AT** ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION.

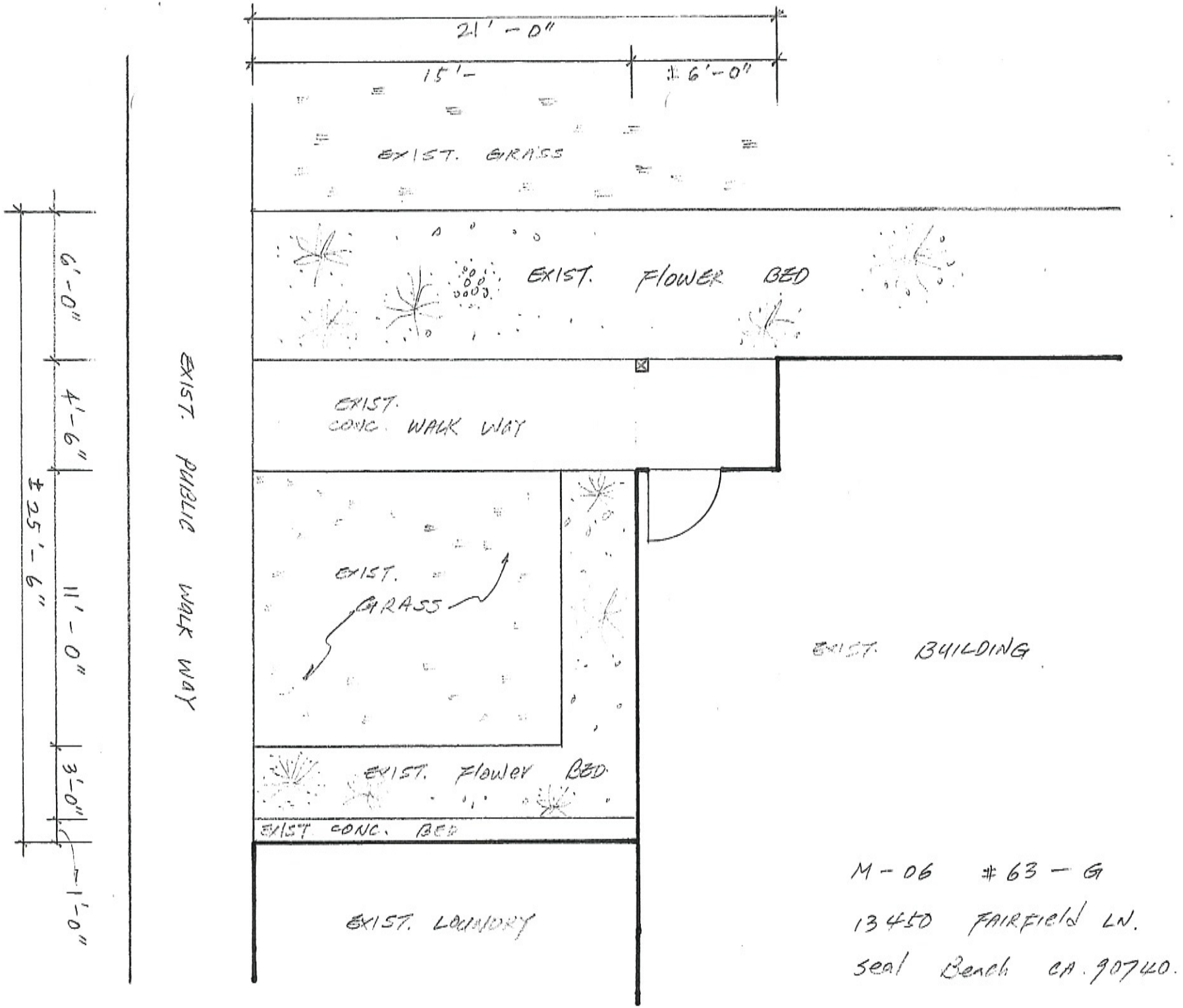
RESPECTFULLY SUBMITTED
BY Benjamin Lee
BENJAMIN H. LEE
CONTRACTORS STATE LICENSE # 428790 CLASS A & B

ACCEPTANCE

YOU ARE HEREBY AUTHORIZED TO FURNISH ALL MATERIALS AND LABOR REQUIRED TO COMPLETE THE WORK

MENTIONED IN THE ABOVE PROPOSAL. FOR WHICH _____
AGREE TO PAY THE AMOUNT MENTIONED IN SAID PROPOSAL, AND ACCORDING TO THE THEREOF.

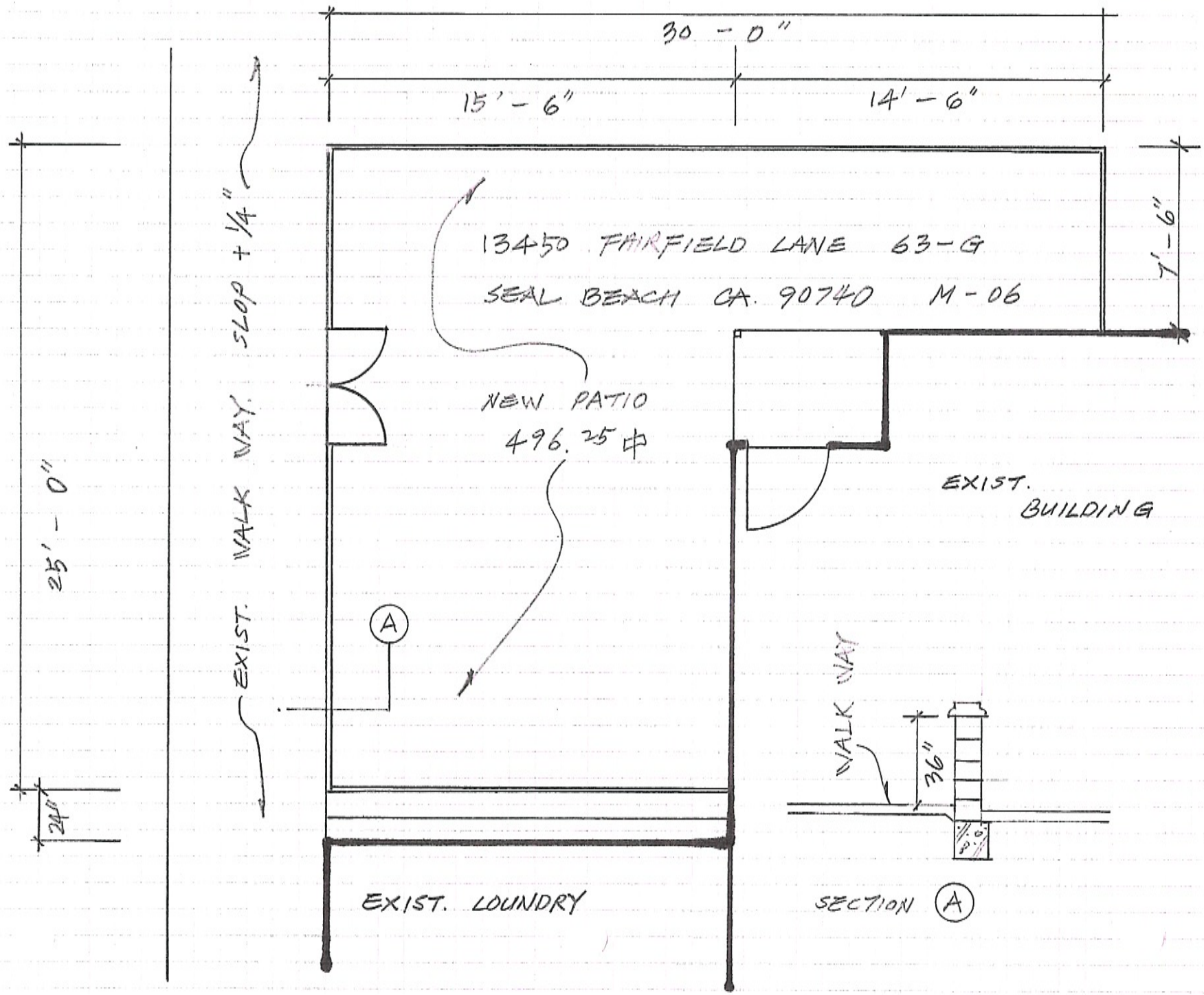
ACCEPTED Benjamin Lee DATE 07-29-2022




M-06 #63-G

13450 FAIRFIELD LN.

Seal Beach CA. 90740.


30 - 0"
15' - 6"
14' - 6"
7' - 6"
13450 FAIRFIELD LANE 63-G
SEAL BEACH CA. 90740 M-06
NEW PATIO
496.25 中
EXIST. BUILDING
25' - 0"
24"
EXIST. WALK WAY. SLOP + 1/4"
A
EXIST. LOUNDRY
WALK WAY
36"
SECTION A

# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO APPROVE THE PATIO PROPOSAL FOR UNIT 58-A (BUILDING INSPECTOR REPORT, ITEM B)
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move to approve the patio proposal for Unit 58-A. Work to be done at shareholder's expense.

2337

# MJ JURADO INC.

General Engineering Contractor
Lic#950958 CL#A

10552 Chestnut Ave. • Stanton, CA 90680
Tel: 714-397-0143 • Fax: 714-827-2110
State Contractor's License #987670 - A

## BID PROPOSAL and CONTRACT

Job# _____

Date 7/11/22

Bid to SUSAN CLARK
(562) 392-1586

Location 17440 FAIRFIELD LN #57 A

Owner/Dev _____

We promise to furnish you labor and materials as noted below at the unit prices shown for the construction of

| Item No | Quantity | Type or Description | Unit {Price | | Total | |
|---|---|---|---|---|---|---|
| | 675 SF | REMOVE AND REPLACE EXISTING LANDSCAPE AND CONCRETE REPLACE WITH 4" STAMPED COLORED CONCRETE WITH #3 REBAR. | 24 | | 16,200 | 00 |
| | 57 LF | CONSTRUCT BLOCK WALL WITH STONE AND BULLNOSE CAP | 150 | | 8550 | 00 |

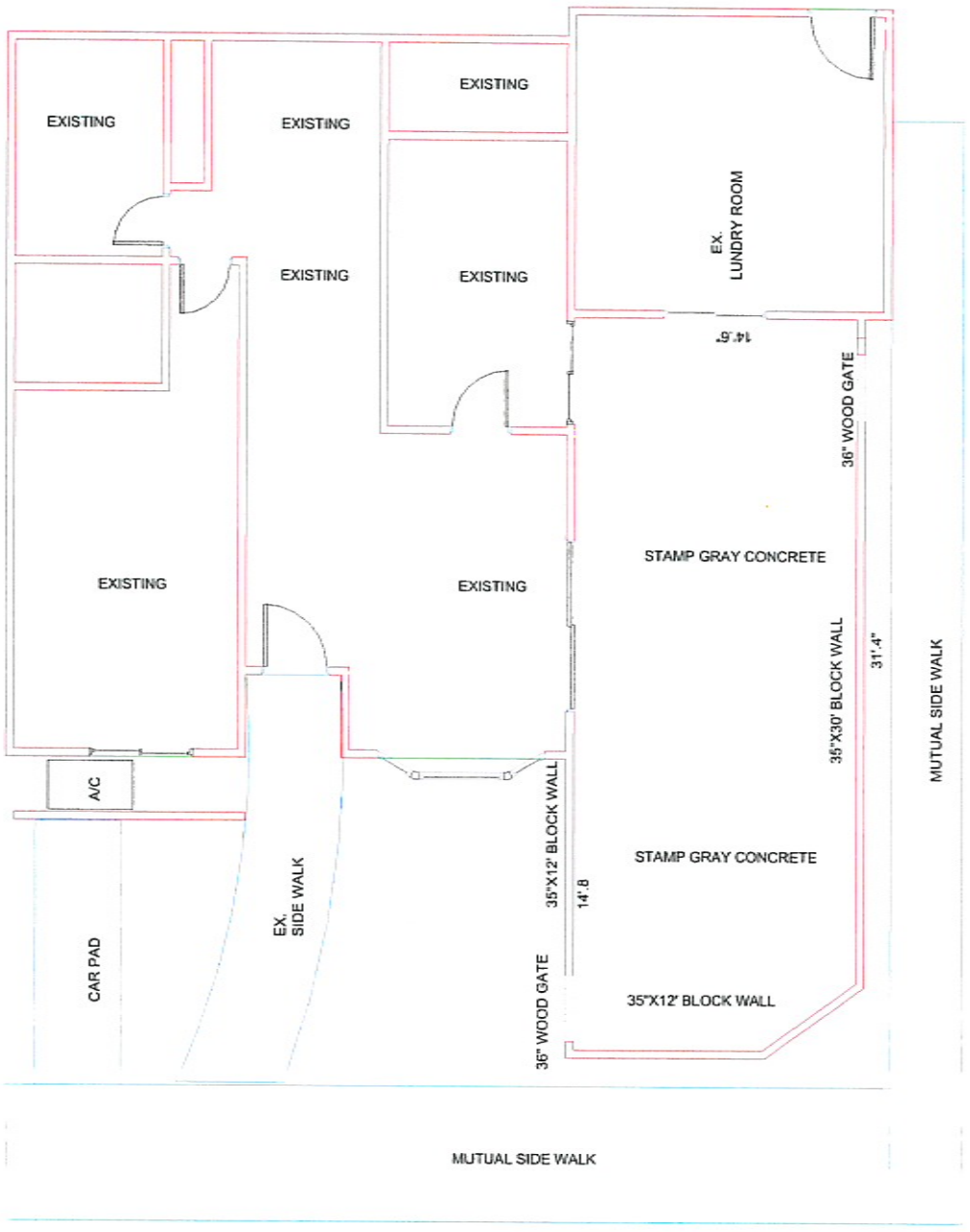
PRICES BASED ON SACK TYPE CONCRETE VALID TO

TOTAL 24,750.00

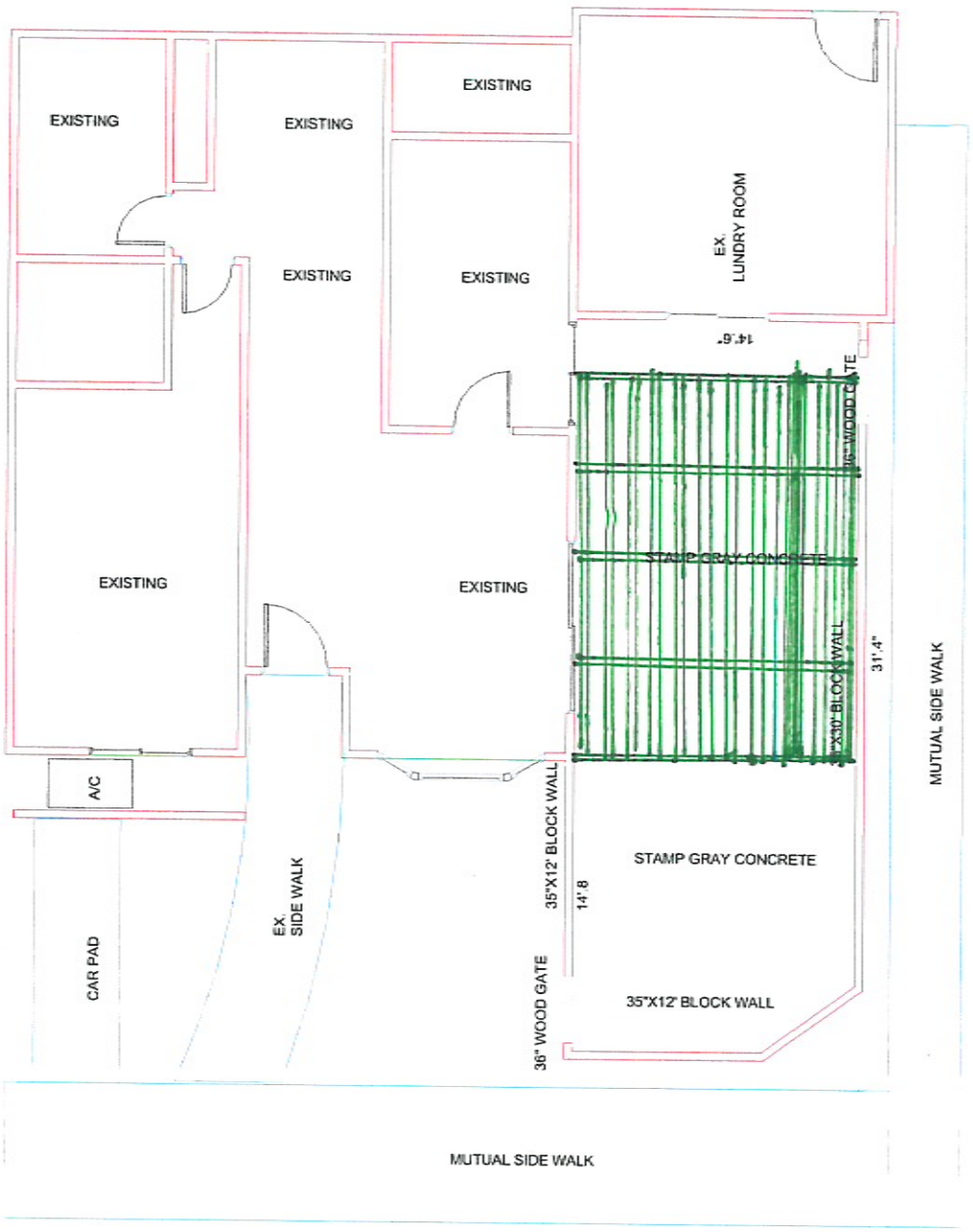
ACCEPTED:

_____ Buyer

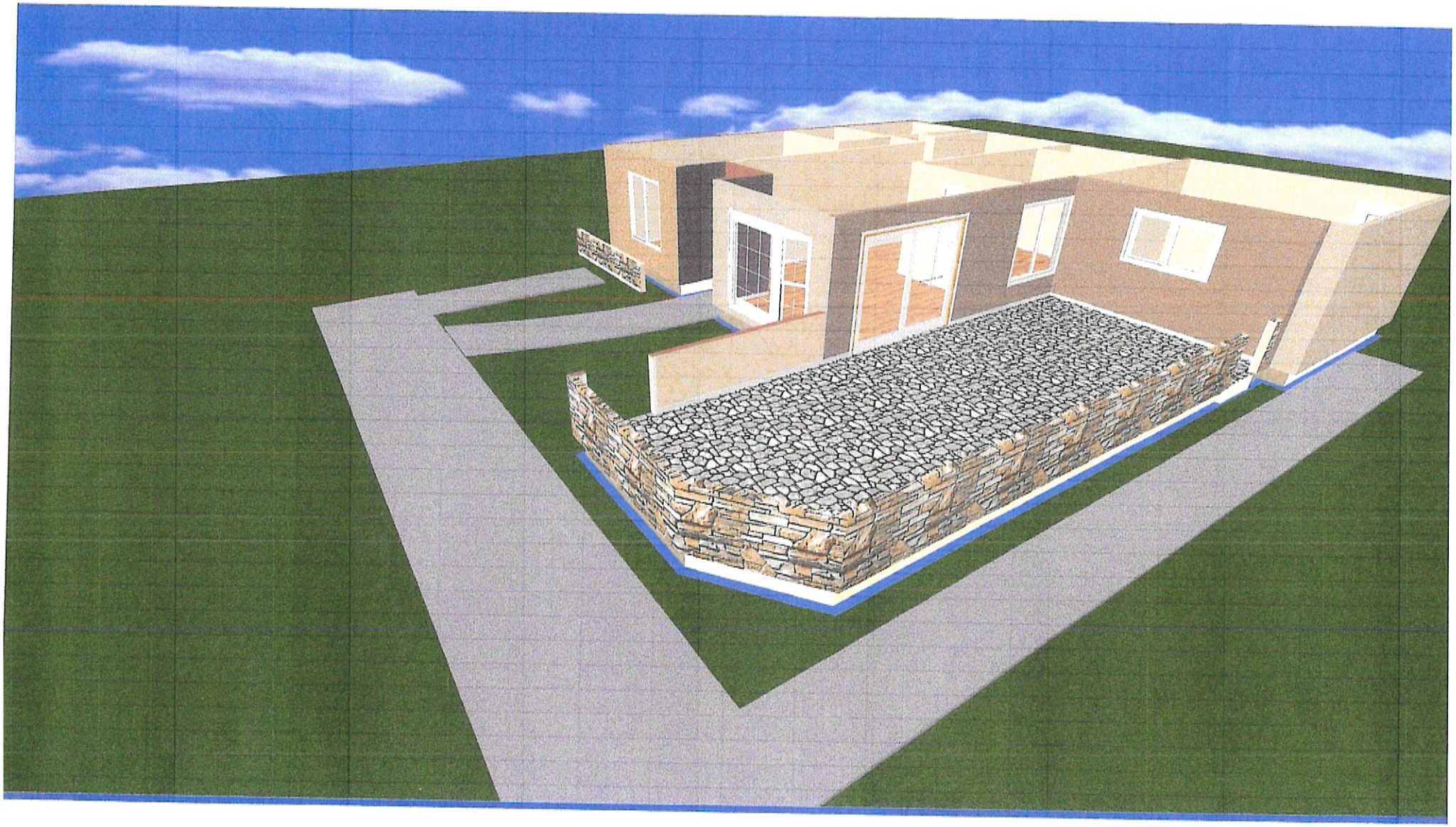
_____ Date By _____

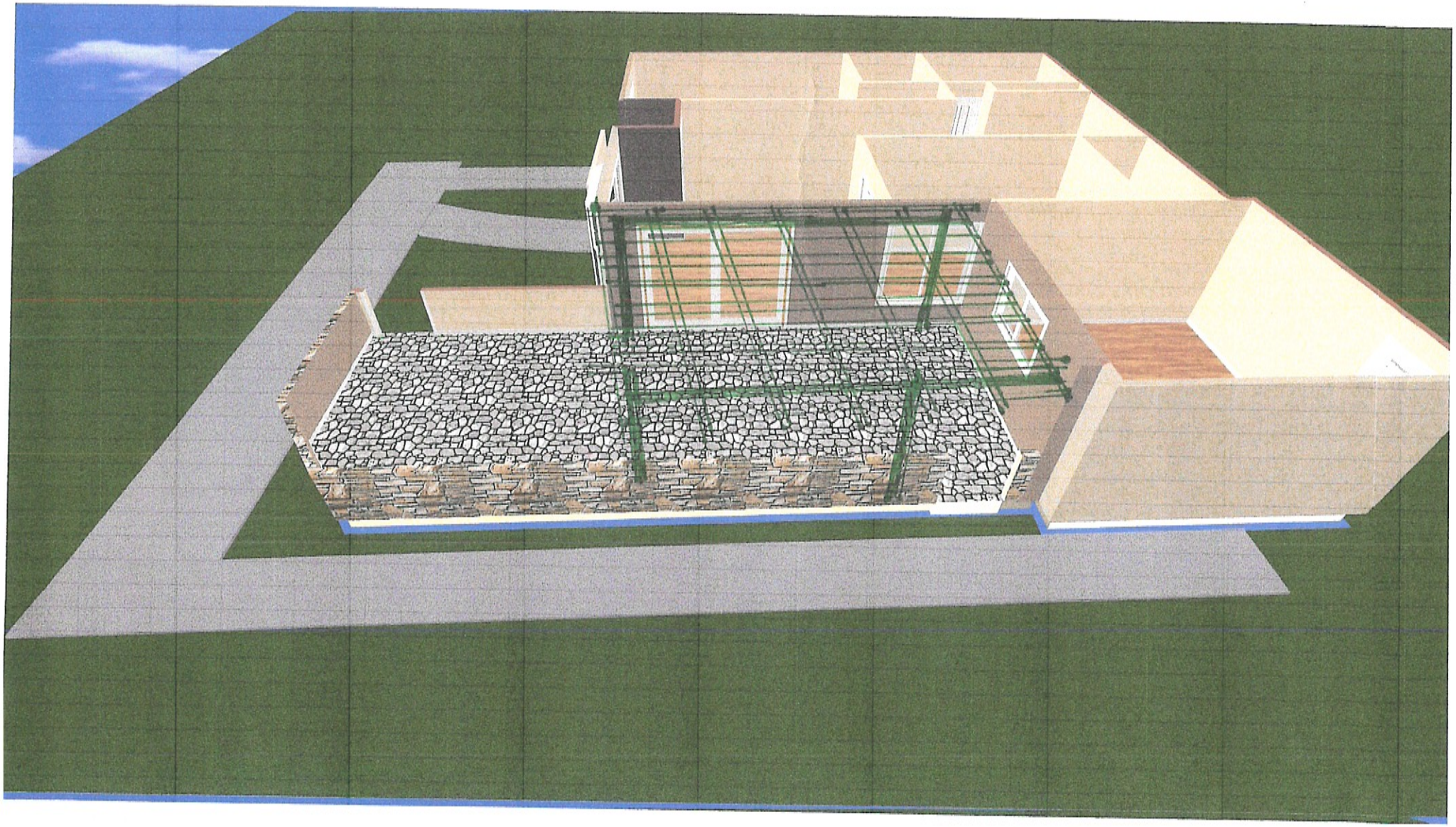



SUSAN CLARK
13440 FAIRFIELD LN # 58-A
SEAL BEACH,CA.90740
562.882.1586




SUSAN CLARK
13440 FAIRFIELD LN # 58-A
SEAL BEACH,CA.90740
562-882-1586





# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO APPROVE THE PATIO AND PERGOLA PROPOSAL FOR UNIT 61-D (BUILDING INSPECTOR REPORT, ITEM C)
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move to approve the patio and pergola proposal for Unit 61-D. Work to be done at shareholder's expense.

**From:** **Evelyn Velez-Rosario** eviesj@icloud.com
**Subject:** Agenda Item for 082622
**Date:** August 16, 2022 at 5:09 PM
**To:** Lynn Baidack lbaidack50@gmail.com, ripa Barua ripab@lwsb.com
**Cc:** Dave Van Horn davev@lwsb.com

We are submitting a patio and pergola plan for review by the Board because we cannot get a permit until the engineering drawings are completed. The engineering drawings are $2000 plus and we don't want to order that until we know the Board will approve the plan. In order to comply with local building codes, engineering plans will need to be made specifically for Seal Beach/Leisure World. In the absence of a Mutual 6 Architectural Committee, we are requesting the Board's review of the proposed patio and pergola and approval to proceed with the project as presented pending approved engineering drawings. Please place this on the agenda for August 26th.

Please contact me if you have questions prior to the meeting.

Respectfully,
Evelyn Velez and Caryl Ann Hathaway

082622 Mutual 6 Boar...em.pdf

**MEMORANDUM**

TO: Mutual 6 Board
FROM: Evelyn Velez & Caryl Ann Hathaway EV CAH
DATE: August 16, 2022
RE: ARCHITECTURAL APPROVAL OF PATIO AND PERGOLA FOR 61D

**RECOMMENDATION**

I move to Approve/Deny the architectural plan for a patio and pergola at unit 61D submitted August 16, 2022 to the Mutual 6 Board with all expenses to come from the shareholders Velez-Hathaway pending completion of approved engineering drawings.

**BACKGROUND**

Unit 61D has a southern exposure with direct sun and significant wind most of the year that is not suitable for sun umbrellas. In researching pergolas, we discovered that the materials and style have evolved from wood, vinyl, and alumna-wood stationary slats to aluminum adjustable slats. The only company making the entirely aluminum adjustable shade pergola is StruXure™ located in Las Vegas Nevada. In order to comply with local building codes, engineering plans will need to be made specifically for Seal Beach/Leisure World. In the absence of a Mutual 6 Architectural Committee, we are requesting the Board's review of the proposed patio and pergola and approval to proceed with the project as presented pending approved engineering drawings.

**DESCRIPTION**

The proposed patio and pergola are consistent with Section 17 of the Mutual 6 Rules and Regulations. See Attachment A1 for a composite conceptual picture of the façade with a patio and pergola, and Attachment A2 for an overhead view of the property including the existing cart pad and the new entrance sidewalk, pergola, patio, and garden area. Note that the stacked stone pilasters and the patio tile shown are not the exact products to be used. Pictures and specifications for the stacked stone and patio tile are shown in Attachments C and D.

Patio Description

As shown in Attachment B, the proposed patio is 11'6" wide extending from the house and stopping 4-6" short of the Mutual sidewalk. That 4-6" area will be concrete, brick or stone and will cover the relocated irrigation line connecting Units 61C and 61E on either side, as well as a spare conduit for unknown future use. The length of the patio is 16' and extends from the existing front door to the beginning of the master bedroom. The distance from the new patio to the nearest window or patio in Units 61C and 61E is in excess of 11 feet, thereby preserving the privacy of both neighbors.

The sidewalk to the front door will be replaced so that the entrance to the patio is level with the sidewalk to prevent a trip hazard. The patio will be tiled with 6" x 40" Soft Greige Wood Plank Porcelain Tile (Attachment C) that is rated for shower use and meets building codes for outdoor patio use. Concrete will wrap around the unusable area behind the existing air

conditioner pad, the hose bib and a new outdoor-rated electrical outlet will be relocated to the far eastern side of the patio behind the air conditioning unit, and the existing waterspout from the roof will be relocated to the cart pad area.

The three-sided 6" wide patio wall will be 3'6" tall as measured at the Mutual sidewalk and will be painted stucco to match the existing building. The four corner pilasters will measure 12" x 12" and will have a stacked stone façade. The stacked stone selected is Ledger Panel Honey Gold Classic Ledge (NSVP-0167, 0169) (Attachment D) or similar if this style is discontinued at the time of construction.

Construction of the patio will be performed by Mamuscia Construction, a Leisure World approved contractor.

Pergola Description

The Pergola X by StruXures is extremely eco-friendly as it is 100% recycled aluminum and contains a hidden rain gutter system that will redirect rainwater to the new garden area on the east side of the patio. The four 6" posts will be anchored in the ground, per City code, within the 12" x 12" pilasters. The pergola slats are 170° pivoting louvers that allow the amount of sun coming into the patio to be controlled regardless of the sun's position. The pergola will be white and comes in several modern styles or a classic style as shown in Attachment E. These pergolas are installed throughout the world for residential and commercial use because aluminum will not fade, pit, crack, gouge, or become moldy.

Construction of the pergola will be performed by Bespoke Exterior Living or another Leisure World approved contractor.

Garden Description

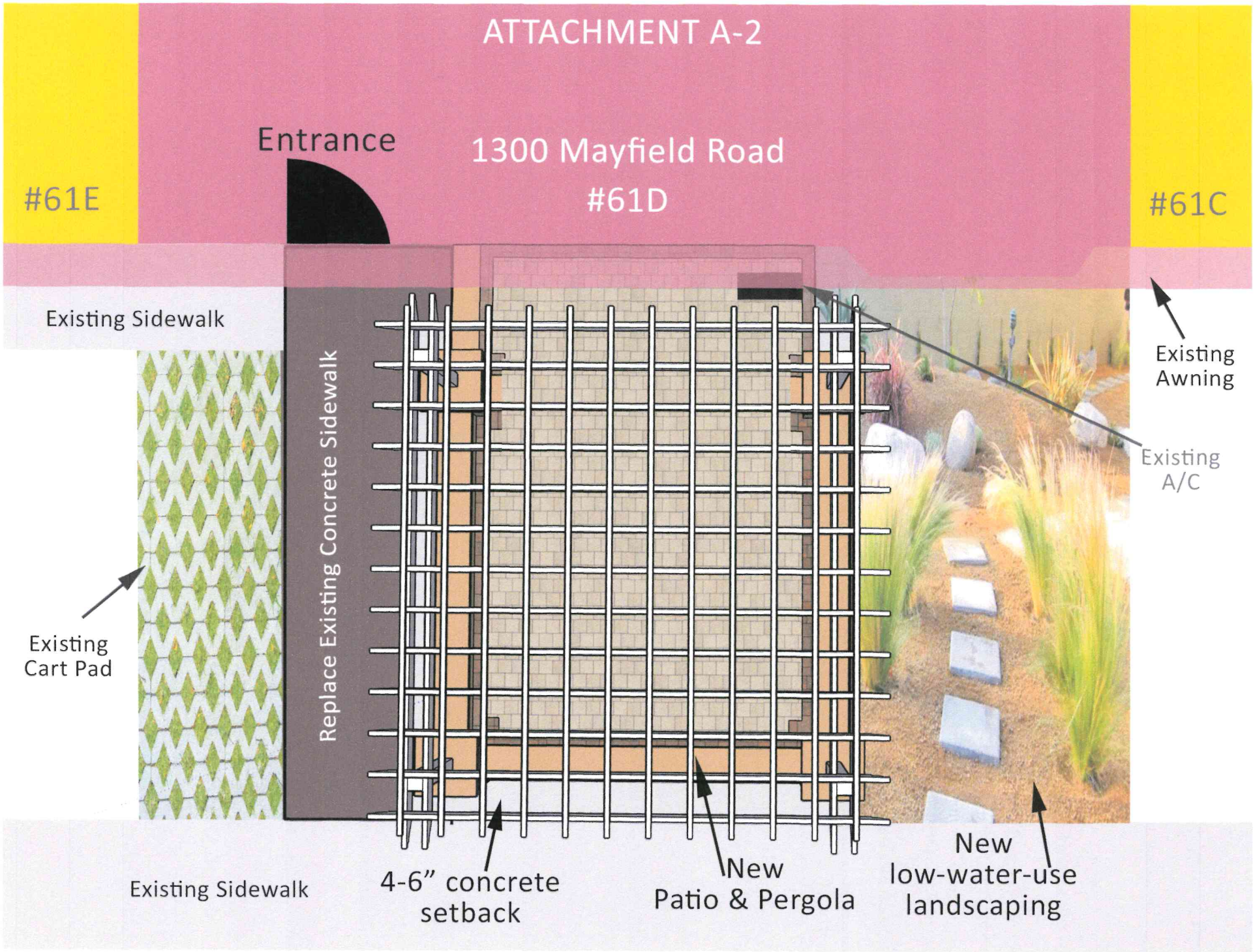
The remaining area of approximately 12' x 11' will be regraded to provide a raised mound near the picture window to add dimension to the landscape. The plants will all be low water use grasses, desert palms and other sustainable plants appropriate for the changing Southern California climate. The materials will include stones, pavers, and decomposed granite.

Grading of the garden area and relocation of irrigation lines (plus extra conduit) will be performed by Mamuscia Construction, a Leisure World approved contractor. Design, planting, and drip irrigation of the garden area will be done by the owners.

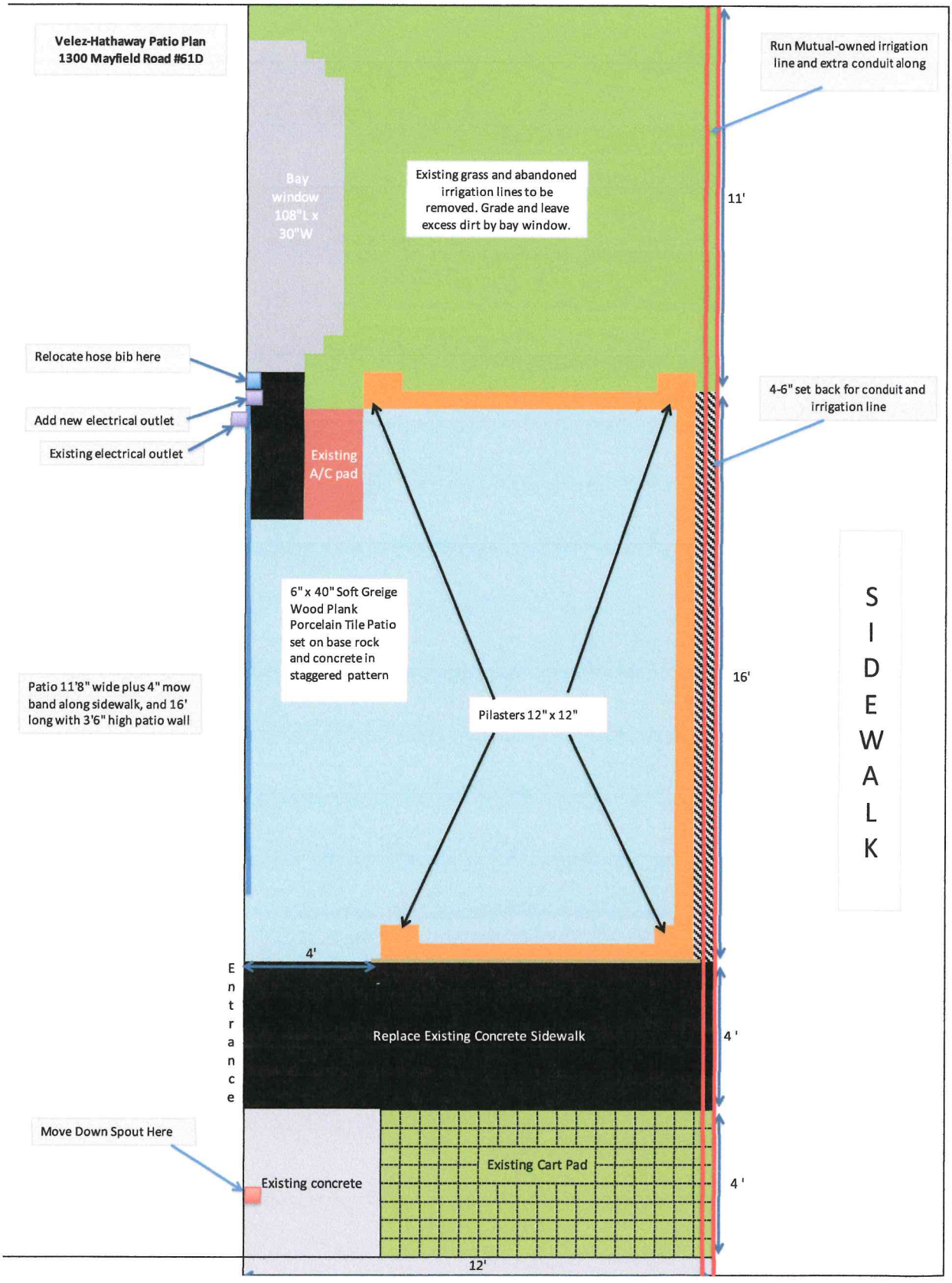
**SUMMARY**

In summary, we look forward to the Board's approval of this eco-friendly design that conserves water, reduces heat, and improves the appearance of the neighborhood with the use of textures, natural colors, and dimensions.

ATTACHMENT A-1
Composite Conceptual Picture of Patio and Gazebo
1300 Mayfield Road, #61D


ATTACHMENT A-2
Entrance
1300 Mayfield Road
#61D
#61E
#61C
Existing Sidewalk
Replace Existing Concrete Sidewalk
Existing Awning
Existing A/C
Existing Cart Pad
Existing Sidewalk
4-6" concrete setback
New Patio & Pergola
New low-water-use landscaping

# ATTACHMENT B: Patio Specifications



# Attachment C, Page 1

Search...

Fountain Valley

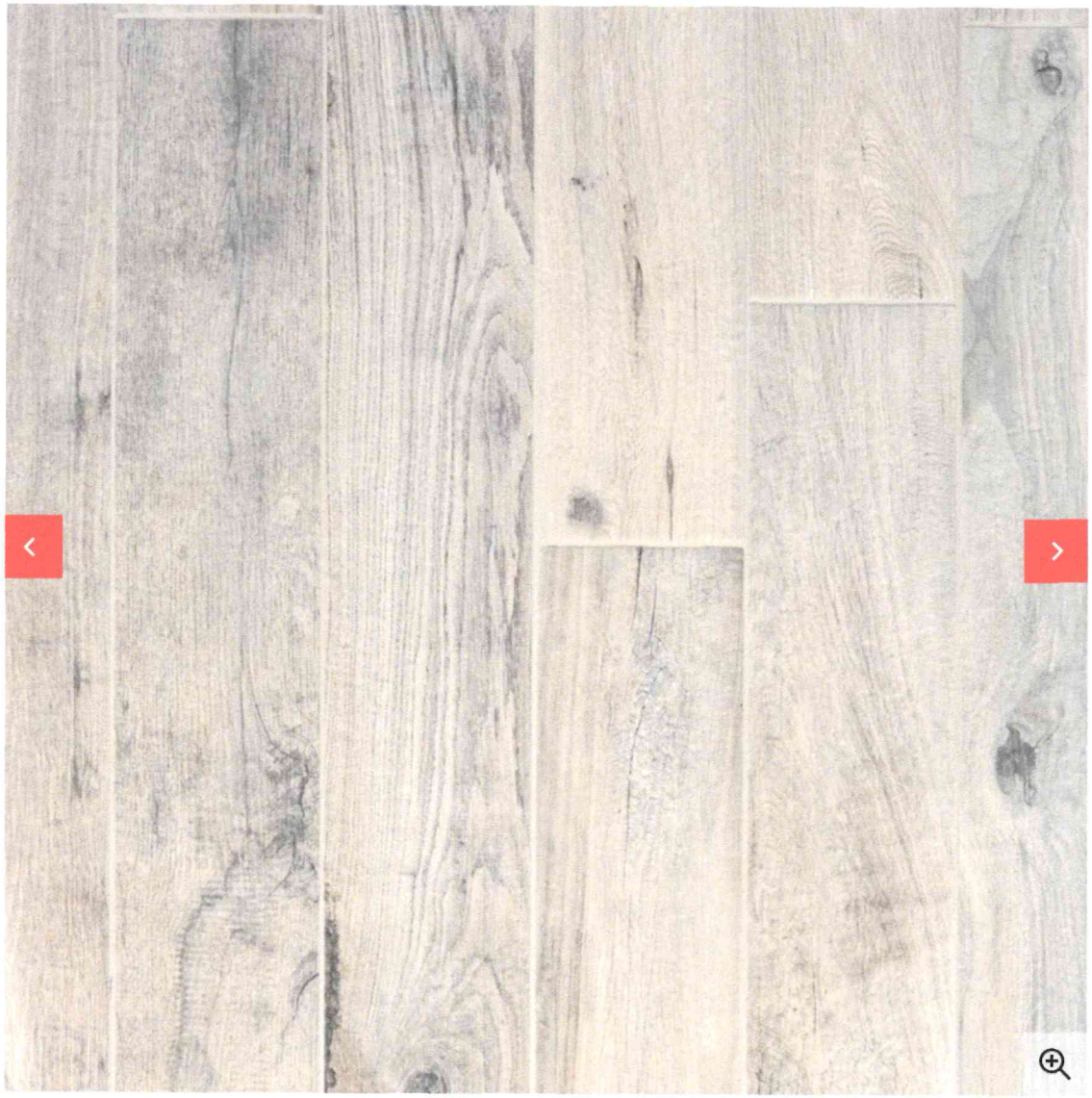
My Account

Projects
View saved i

TILE STONE V

ATERIALS

p By Material › Porcelain



Grout Shown: Mapei 02 Pewter Flexcolor CQ Grout

## SOFT GREIGE WOOD PLANK PORCEI TILE

Fountain Valley's everyday low price!

**$3.49** / sqft **$46.24** / box

SKU: 100105915 Viev

Size: 6 x 40

CALCULATE MY SQUARE FOOTAGE

**Size Of Your Project:**

**Number of boxes**

**Quantity of boxes**

— 1 +

**$46.24 / box**
1 box = 13.24 sqft | 8 piec

☐ Add 10% for contingency (Free in-store returns) Return P

**SUBTOTAL**

IN-STORE PICKUP

## SPECIFICATIONS

### DIMENSIONS

| | | | | | |
|---|---|---|---|---|---|
| Size | 6 x 40 | Product Length | 39.50 | Product Width | 5.90 |
| Product Thickness | 10mm | Box Length | 40 | Box Width | 6 |
| Box Weight | 53.92 lbs | Box Quantity | 8 | Coverage (sqft/pc) | 1.66 |
| PEI Rating | 4 | DCOF | >=.42 | | |

### DETAILS

| | | | | | |
|---|---|---|---|---|---|
| Material | Porcelain | Color | Gray | Edge | Pressed |
| Finish | Textured | Look | Wood Look | Body Color | Standard Body |
| Water Resistance | Waterproof | Print Quality | Inkjet | Durable | Yes |
| Country of Origin | Italy | | | | |

### INSTALLATION & WARRANTY

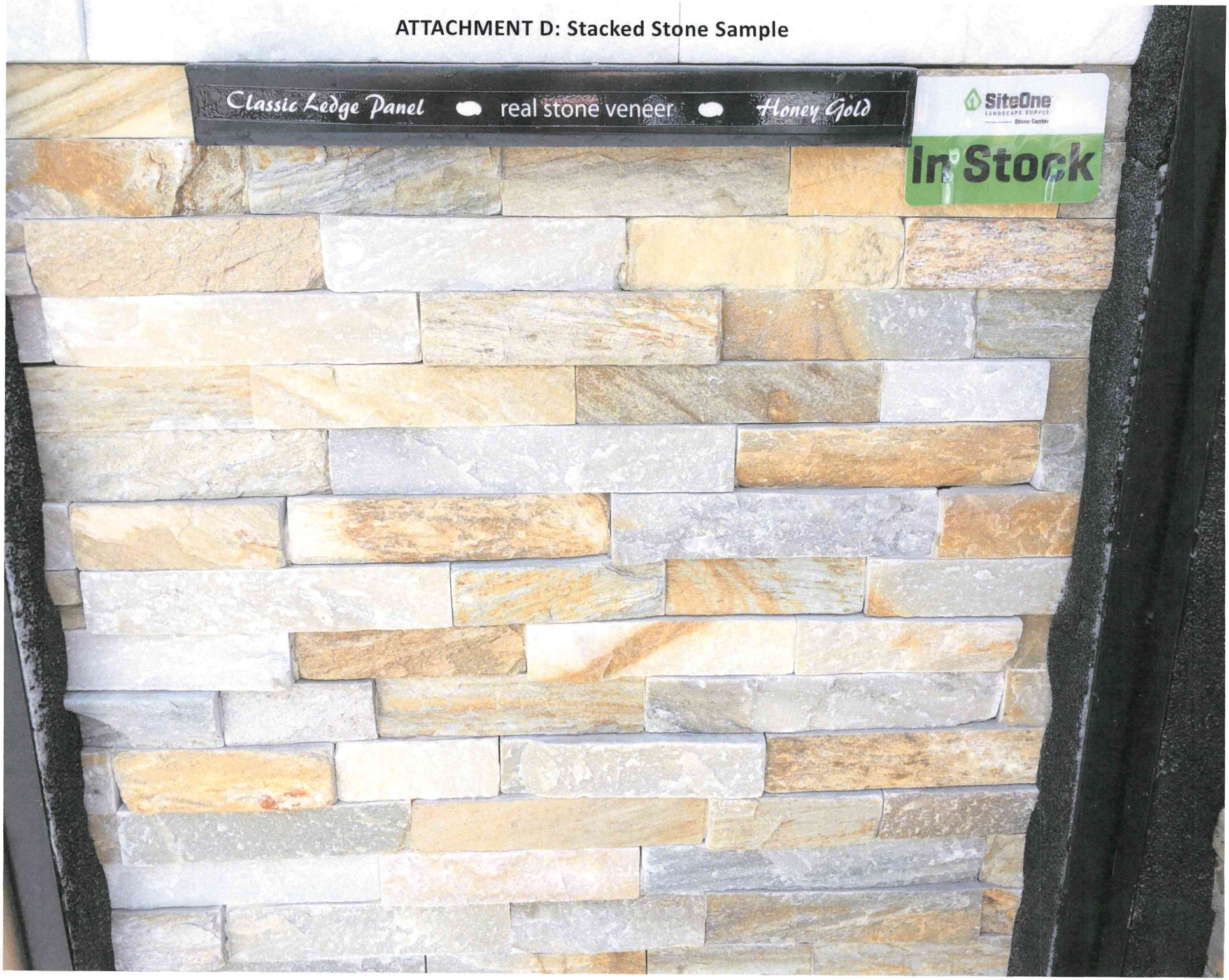
| | | | | | |
|---|---|---|---|---|---|
| Suggested Grout Line Size | 1/8, 3/16, 3/8, or 1/4 | Installation Type | Grout & Mortar | Placement Location | Indoor/ Outdoor |
| Installation Options | Floor/Wall | Shower Surface | Suitable for Shower Floors | Shower Surface | Suitable for Shower Walls |
| Commercial / Residential Use | Residential/Commercial | No Demolition | false | | |

## PRODUCT DETAILS

This gray Soft Greige Wood Plank Porcelain Tile is 6 x 40 with a textured finish.

With wood-look tile, you'll get the look of authentic wood in porcelain tile. The warm look of wood can now be enjoyed with easier maintenance and the greater durability of tile.

**ATTACHMENT D: Stacked Stone Sample**



Smart Patio+
EXCLUSIVE DISTRIBUTOR OF
STRUXURE OUTDOOR
So Cal

Date: 7/14/2022

# Attachment E, Page 1

| | |
|---|---|
| Client: | |
| Project: | 02206-366 |
| Address: | 1300 Mayfield Rd No.61D. |
| | Seal Beach, CA 90740 |
| Specialist: | Garrett Harvey |
| Phone: | 408-206-7653 |
| Email: | eviesj@me.com |

| |
|---|
| Bronze |
| Beige |
| Adobe |
| Gray |
| Black |
| Custom RAL # |

| LOUVERS |
|---|
| White |
| Bronze |
| Beige |
| Adobe |
| Gray |
| Black |
| Custom RAL # |

| 1. Frames | Value | Qty | Width | Length | Sq. Ft. |
|---|---|---|---|---|---|
| Pivot6 Frame 8' x 16' | | 1 | 8' | 16' | 128 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

| 2. Posts | Value | Qty | Notes |
|---|---|---|---|
| Post 6" x 6" | 10' | 4 | |
| | | | |

| 3. Operating System | Value | Qty | Notes |
|---|---|---|---|
| Manual OP & Arm (Backordered) | | 1 | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| 4. Brackets and Mounts | Value | Qty | Notes |
|---|---|---|---|
| | | | |
| | | | |
| | | System Total: | $18,785.00 |

| 5. Options | Value | Qty | Notes |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | Options Total: | $0.00 |

*All material is from 8', 10', 12', 14', 16', 20', & 24'
*All 12' frames over 20' will be stationary louvers

| | | |
|---|---|---|
| Sub-Total: | | $18,785.00 |
| *Freight In: | | $480.00 |
| Total: | | $19,265.00 |
| Tax: | 8.75% | $1,685.69 |
| **Grand Total:** | | **$20,950.6** |

**Freight In: Shipping and crating from Las Vegas to Smart Patio Plus**

Due to imminent global aluminum price increases
**this quote is valid only for the same day as presented**

Customers Initials _____ Payment Type: _____

SITE SKETCH

Name: Frances "Evelyn

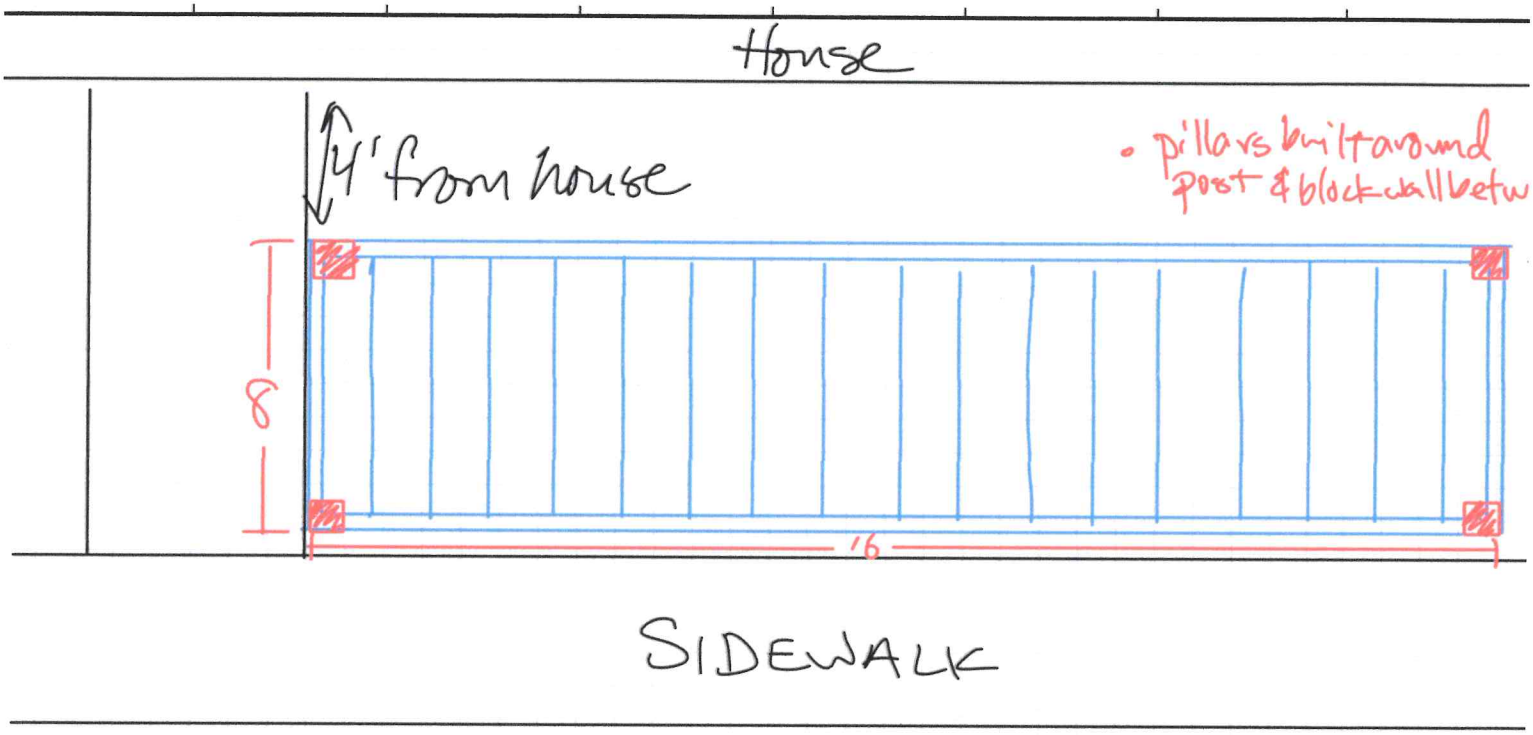
Job#: 02206-366

# Attachment E, Page 2

NZE BLACK

City of: Seal Beach, CA 90740 Financing: (Yes) / No Frame Color: White

Height: 9'0" Louver Color: White




| System Size |
|---|
| A: |
| B: |
| C: |
| D: |

P/L

Front View

Notes:

Next Steps:

Customer Initials: _____

# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO AUTHORIZE TRANSFERS OF FUNDS FOR MUTUAL SIX (CONSENT CALENDAR, ITEM A)
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move that the Board authorizes the following transfers of funds, per detailed and dated resolutions, by consent calendar.

| Transfer/ Invoice Date | Amount | Originating/Destination Accounts or Payee |
|---|---|---|
| 06/24/2022 | $10,244.47 | Invoice # 1098 Check # 11474 – MJ Jurado, Inc. |
| 07/26/2022 | $11,806.50 | US Bank Restricted Money Market to US Bank Non-Restricted Money Market |
| 07/28/2022 | $13,000.00 | Invoice # Sale of 129J Check # 550799 – Citywide Escrows |
| 08/02/2022 | $10,246.30 | US Bank Restricted Money Market to US Bank Non-Restricted Money Market |
| 08/05/2022 | $176,344.43 | ACH- Direct Debit from Multiple Shareholders to US Bank Checking |
| 08/05/2022 | $114,983.40 | US Bank Checking to GRF - US Bank Checking |
| 08/08/2022 | $74,290.59 | US Bank Checking to US Bank Impound (Property Taxes) |

# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO APPROVE MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move to acknowledge that, per the requirements of Civil Code Section 5500(a)-(f), a review has been completed of the Mutual's 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, income and expense statement for the Mutual's operating and reserve accounts, the check registers, the monthly general ledger and delinquent assessment receivable reports, for the month of July 2022.

# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO ADD NON-SMOKING SIGNS AND LAUNDRY ROOM HOURS OF OPERATION TO ALL MUTUAL SIX LAUNDRY ROOMS (NEW BUSINESS, ITEM B)
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move to add non-smoking signs and laundry room hours of operation to all Mutual Six Laundry Rooms.

# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO APPROVE GENERAL COUNSEL ANNUAL RETAINER PROGRAM RENEWAL WITH ROSEMAN LAW, APC (NEW BUSINESS, ITEM C)
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move to approve the General Counsel Annual Retainer Program Renewal with Roseman Law, APC at a cost not to exceed $500.00. Funds to come from Legal and authorize the President to sign any necessary documentation.

ROSEMAN LAW APC
ATTORNEYS AT LAW

Corporate Headquarters
Warner Center Towers
21650 Oxnard Street, Suite 2000
Woodland Hills, CA 91367
Tel: 866.839.9400
Fax: 818.380.6710
www.Roseman.law

July 27, 2022

File No.: sea092717.001

**VIA ELECTRONIC COMMUNICATION**
jodih@lwsb.com

Board of Directors
Seal Beach Mutual No. Six
c/o Jodi Hopkins
Seal Beach Leisure World
P.O. Box 3519
Seal Beach, CA 90740

**Re:** ***Seal Beach Mutual No. Six – Renewal of General Counsel Annual Retainer Program©***

Dear Board of Directors:

Thank you for the opportunity to provide Seal Beach Mutual No. Six with legal services this past year. Our firm considers it a privilege to serve the association. We would like to take this opportunity to remind that you that your annual retainer due date is approaching. A reinstating amount of $500.00 will be due on September 27, 2022. The annual retainer will be reinstated upon payment of $500.00, for the Association to continue to receive services at a reduced hourly rate of $280.00. Should we fail to receive the annual retainer amount of $500.00 on or before September 27, 2022, all invoicing for legal services dated after September 27, 2022, will be billed at the following rates: managing partner Steven Roseman, Esq. is $375.00 per hour, partners Sean Allen, Esq. and Jacqueline Pagano Esq. are $345.00 per hour, and the rate for all other attorneys in our firm is $295.00. The paralegal hourly rate is $125.00.

With the annual retainer program, our firm offers a fiduciary duty seminar for all boards of directors at no cost to the association. Once your annual election is complete, please contact our office to schedule the seminar.

Designed to assist board of directors and homeowner associations when preparing their annual budget, the GCAR Program will offer associations an opportunity to manage their legal costs.

For an annual retainer fee of $500.00, the GCAR Program will include the following:

a. Attend one (1) annual election meeting choice (includes legal seminar regarding fiduciary duties of the board at the meeting) or client meeting of the Client's choice;

b. Unlimited free telephone conversations with Attorney at no charge to the association. This service does not include research or review time for specific issues and review, drafting, and responding to written communication, documents and emails and executive session conference calls;
c. Reduced hourly rate of $280.00 for all other services provided by Attorney[1];

Should you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

ROSEMAN LAW, APC

TERESA AGNEW
PRESIDENT OF OPERATIONS

**THE PARTIES HAVE READ AND UNDERSTAND THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES.**

ACKNOWLEDGED AND AGREED:

_____ Dated: _____

By: _____

Title: _____

SEAL BEACH MUTUAL NO. SIX

[1] For existing Clients, the Reduced Fee Services shall take effect upon receipt of this signed Agreement and the Retainer Fee by Attorney, and shall also apply to existing Matters, provided any overdue invoices are paid in full. The non-refundable amount must be paid in full on execution of this Agreement.

# Roseman Law, APC

21650 Oxnard Street, Suite # 2000
Woodland Hills, CA 91367

# INVOICE

Invoice # 127614
Date: 07/27/2022

Seal Beach Mutual No. Six
c/o Jodi Hopkins
P.O Box 3519
Seal Beach , CA 90740

## sea092717.001 - Seal Beach Mutual No. Six

| Date | Description | Quantity | Rate | Total |
|---|---|---|---|---|
| 07/27/2022 | General Counsel - Annual Retainer | 1.00 | $500.00 | $500.00 |
| | | | **Subtotal** | **$500.00** |
| | | | **Total** | **$500.00** |

**Please make all amounts payable to: Roseman Law, APC.** If you have any questions, or would like to pay via credit card or wire transfer, please contact Carmen Menendez at Menendez@Roseman.Law or call (818) 380-6700

# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO RECEIVE MONTHLY FINANCIAL STATEMENTS ELECTRONICALLY (NEW BUSINESS, ITEM D )
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move to receive monthly financial statements electronically from the Finance Department, effective September 1, 2022.

# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO RATIFY SAFTEY ACTION ITEM DATED ON 7/6/2022- TRIM TRIMMING IN COMMON AREA OF UNIT 61-D (NEW BUSINESS, ITEM E)
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move to ratify safety action item dated on July 6, 2022 to trim and thin a Liquid Ambar Tree located in the common area of Unit 61-D from Anguiano Lawn Care, at a cost not to exceed $400. Funds to come from Landscape Extras and authorize the President to sign any necessary documentation.

**Anguiano Lawn Care**

P.O.B. 2849, SEAL BEACH, CA 90740
(562) 244-1113

# INVOICE No.76 FOR SERVICES

JULY 6, 2022
BUNNY BROADMAN, LANDSCAPE DIRECTOR
LYNN BAIDACK, PRESIDENT
MUTUAL 6
Invoice #76

This is an invoice for the following job at the given location as described:

| QUANITY | DESCRIPTION | | AMOUNT |
|---|---|---|---|
| 1 | TRIM/THIN LARGE LIQUDAMBAR TREE LOCATED @ 61D PUBLIC AREA | | $400.00 |
| | INCLUDES LABOR AND DUMP FEE | | |
| | | TOTAL: | **$400.00** |

# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO RATIFY SAFETY ACTION ITEM DATED ON 8/3/2022 – REMOVAL OF DEAD TREE (NEW BUSINESS, ITEM F)
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move ratify safety action item dated on August 3, 2022, removal of a dead Plum Tree located near unit 127H from Anguiano Lawn Care at a cost not to exceed $300. Funds to come from Landscape Extras and authorize the President to sign any necessary documentation.

**Anguiano Lawn Care**

P.O.B. 2849, SEAL BEACH, CA 90740
(562) 244-1113

# INVOICE No. 89 FOR SERVICES

August 3, 2022

BUNNY BROADMAN LANDSCAPE DIRECTOR
LYNN BAIDACK PRESIDENT,
MUTUAL 6 127 H
Tree Removal
Invoice # 89

This is an invoice for the following job at the given location as described:

| | DESCRIPTION | RATE | AMOUNT |
|---|---|---|---|
| 127H | REMOVAL OF PLUM TREE<br>PREP AND RESEED | | $300.00 |
| | LABOR AND MATERIAL INCLUDED | | |
| | | TOTAL: | **$300.00** |

# Mutual Corporation No. Six

## MEMO

**TO:** MUTUAL BOARD OF DIRECTORS
**FROM:** MUTUAL ADMINISTRATION
**SUBJECT:** DISCUSS AND VOTE TO PURCHASE 19 LAUNDRY ROOM SIGNS (NEW BUSINESS, ITEM G)
**DATE:** AUGUST 26, 2022
**CC:** MUTUAL FILE

I move to approve the purchase of 19 Laundry Room signs from All American Sign Company, Inc., at a cost not to exceed $726.51. Funds to come from Miscellaneous and authorize the President to sign any necessary documentation.

**All American Sign Company, Inc.**

5480 Katella Ave., #201
Los Alamitos, CA 90720
562-431-3000

# Estimate

| Date | Due Date | Estimate # |
|---|---|---|
| 7/11/2022 | 7/11/2022 | 4451 |

| Name / Address |
|---|
| Leisure World - Mutual 6<br>PO BOX 2069<br>Seal Beach, CA 90740 |

| Customer E-mail | Customer Phone | Customer Fax |
|---|---|---|
| pennie.alberts@verizon.net | 909.815.3606 | |

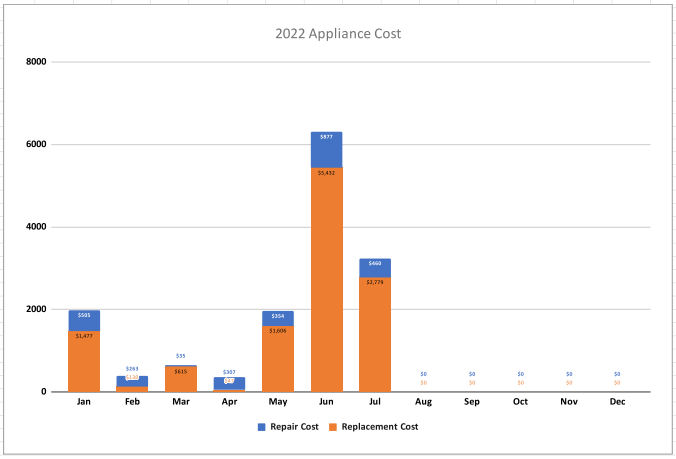
| P.O. No. |
|---|
| |

| Description | Qty | Cost | Total |
|---|---|---|---|
| Digital Aluminum - 12"x12" Laundry Room signs with double back tape | 19 | 35.00 | 665.00T |
| Sales Tax | | 9.25% | 61.51 |

**Total** $726.51

Customer Signature _____

| Months (2022) Appliance Cost | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Replacement Cost | $1,477 | $130 | $615 | $47 | $1,606 | $5,432 | $2,779 | $0 | $0 | $0 | $0 | $0 |
| Repair Cost | $505 | $263 | $35 | $307 | $354 | $877 | $460 | $0 | $0 | $0 | $0 | $0 |




**Cost Details**

| | 1 | 9 | Repair Cost Total | 7 | 10 | Replacement Cost Total |
|---|---|---|---|---|---|---|
| Jan | $505 | $0 | $505 | $1,477 | $0 | $1,477 |
| Feb | $263 | $0 | $263 | $130 | $0 | $130 |
| Mar | $35 | $0 | $35 | $615 | $0 | $615 |
| Apr | $307 | $0 | $307 | $47 | $0 | $47 |
| May | $354 | $0 | $354 | $1,606 | $0 | $1,606 |
| Jun | $877 | $0 | $877 | $5,432 | $0 | $5,432 |
| Jul | $460 | $0 | $460 | $2,779 | $0 | $2,779 |
| Aug | $0 | $0 | $0 | $0 | $0 | $0 |
| Sep | $0 | $0 | $0 | $0 | $0 | $0 |
| Oct | $0 | $0 | $0 | $0 | $0 | $0 |
| Nov | $0 | $0 | $0 | $0 | $0 | $0 |
| Dec | $0 | $0 | $0 | $0 | $0 | $0 |
| **Total Cost by Category** | **$2,801** | **$0** | **$2,801** | **$12,086** | **$0** | **$12,086** |
| **Total Cost Year-to-Date** | | **$11,648** | | | | |

***Note 1: Cost details exclude any resident charges (07) and escrow seller charges (04)***
**Cost details include:(1) Mutual Repair, (9) Mutual Escrow Repair,**
**(7) Mutual Replacement, (10) Mutual Escrow Replacement**
**Note 2: The cost information displayed in this chart comes from the Service Request Order (SR**
**Note 3: Appliances include refridgerators, ovens, stove tops, and disposals.**