

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL TEN  
June 28, 2023**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Ten was called to order by President Arlart on Wednesday, June 28, 2023, at 9:01 a.m. Conference Room A and via Zoom Video and Call Conference Meeting.

**ROLL CALL**

Present: President Arlart, Vice President Cummings, Secretary Viglietta, Chief Financial Officer Giles, and Director Sims

GRF Representative: Ms. Levine

Guest: Two Mutual Ten Shareholders (via zoom)  
Two Mutual Ten Shareholders (in-person)

Staff: Mr. Quental, Building Inspector  
Mr. Jackson, Portfolio Specialist  
Ms. Celestine, Assistant Portfolio Specialist  
Ms. Rivas, Assistant Portfolio Specialist

**SHAREHOLDER COMMENTS**

One Shareholder made a comment.

**APPROVAL OF MINUTES**

The Regular Board Meeting Minutes of May 31, 2023 were approved by general consent of the Board presented and distributed.

The Special Meeting minutes of June 12, 2023 were approved by general consent of the Board as presented and distributed.

**GRF REPRESENTATIVES' REPORT**

GRF Representative Levine provided an update.

**BUILDING INSPECTOR'S REPORT**

Building Inspector Quental presented his report (attached).

Following a discussion and upon a MOTION duly made by Vice President Cummings and seconded by Chief Financial Officer Giles, it was

RESOLVED to approve the Cart Pad proposal at Unit 240-H to be done by J&J Landscape. Work to be done at the shareholder's expense.

The MOTION failed unanimously.

Following a discussion and upon a MOTION duly made by Vice President Cummings and seconded by Chief Financial Officer Giles, it was

RESOLVED to approve amending the Fenn Termite and Pest Control 3-year contract from 2023-2026 for inspection & maintenance of 62 Rodent bait stations, at a cost of \$217.00 per month for 2023, \$248.00 per month for 2024, and \$248.00 per month for 2026. Funds to come from Outside Services and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Vice President Cummings and seconded by Director Sims, it was

RESOLVED to authorize Physical Property to go out for bids to complete the dry rot/termite damaged wood replacement project and the painting of the replaced wood. Funds to come from Infrastructure Reserve, and authorize the president to sign any necessary documentation.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Vice President Cummings and seconded by Director Sims, it was

RESOLVED to authorize the replacement of 20 Zinsco Electrical Panels each year for 5 years starting with Physical Property going out for bid for the first year 2023. Funds to come from Infrastructure Reserve and authorize the president to sign any necessary documentation.

The MOTION passed unanimously.

Following questions, Building Inspector Quental left the meeting at 9:54 a.m.

### **CONSENT CALENDAR**

Following a discussion and upon a MOTION duly made by Chief Financial Officer Giles and seconded by Vice President Cummings, it was

RESOLVED to authorize the following transfers of funds per detailed resolutions.

| <i>Transfer/<br/>Invoice<br/>Date</i> | <i>Amount</i> | <i>Originating/Destination Accounts or Payee</i>                              |
|---------------------------------------|---------------|---|
| 05/08/2023                            | \$149,201.48  | Transfer from ACH-Direct Debit from multiple Shareholders to US Bank Checking |

|            |              |   |
|------------|--------------|---|
| 05/08/2023 | \$79,365.82  | Transfer from US Bank Checking to GRF-US Bank Checking                        |
| 05/12/2023 | \$55,638.63  | Transfer from US Bank Checking to US Bank Impound (Property Taxes)            |
| 06/05-2023 | \$149,446.48 | Transfer from ACH-Direct Debit from multiple shareholders to US Bank Checking |
| 06/07/2023 | \$55,055.68  | Transfer from US Bank Checking to US Bank Impound (Property Taxes)            |
| 06/08/2023 | \$72,294.19  | Transfer from US Bank Checking to GRF-US Bank Checking                        |

The MOTION passed unanimously.

**CHIEF FINANCIAL OFFICER'S REPORT**

Chief Financial Officer Giles had no report.

**SECRETARY / CORRESPONDENCE**

Secretary Viglietta received no correspondence.

**UNFINISHED BUSINESS**

No Unfinished Business was discussed.

**NEW BUSINESS**

Following a discussion and upon a MOTION duly made by Vice President Cummings and seconded by Secretary Viglietta, it was

RESOLVED to approve to authorize Service Maintenance to paint the Seaview carport area parking and driving marks at a cost not to exceed \$5,000. Funds to come from Infrastructure Reserve and authorize the president to sign any necessary documentation.

The MOTION passed unanimously

**PORTFOLIO SPECIALIST REPORT**

Portfolio Specialist AJ had no report.

**ANNOUNCEMENTS**

**NEXT REGULAR MONTHLY BOARD MEETING: Wednesday, July 26, 2023, 9:00 a.m., Location: Building 5, Conference Room B and via Zoom Video and Call Conference Meeting**

**COMMITTEE REPORTS**

Physical Property Committee  
No report.

Landscape Committee  
No report.

Emergency Information Council  
No report.

**DIRECTORS' COMMENTS**

No Directors made comments.

**ADJOURNMENT**

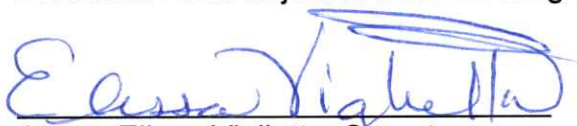
There being no further business to conduct, President Arlart adjourned the meeting at 10:16 a.m. and announced that there would be an executive session following to discuss member issues.

**EXECUTIVE SESSION SUMMARY**

The Board met in Executive Session on June 28, 2023, at 10:35 a.m., and took the following actions:

1. Legal Matters
  - a. Some legal matters were discussed.
2. Contracts
  - a. No contracts were discussed.
3. Assessments / Delinquencies
  - a. Several letters were drafted.
  - b. Several files to monitor.
  - c. Several files were closed.
4. Disciplinary Hearings
  - a. No Disciplinary hearing was discussed.

President Arlart adjourned the meeting at 11:39 a.m.



Attest, Elissa Viglietta, Secretary  
SEAL BEACH MUTUAL TEN  
AJ/CC/RR 6/28/23

**Attachments**

(These are tentative minutes, subject to approval by the Board of Directors at the next Regular Board of Directors Meeting.)

**MONTHLY MINUTES ARE POSTED IN THE LAUNDRY ROOMS AND THE MUTUAL TEN WEBSITE. THANK YOU.**

**REMINDER: THE SWEEPING DAY FOR MUTUAL TEN'S TRUST STREETS IS THE 4<sup>th</sup> WEDNESDAY NIGHT OF EACH MONTH. PLEASE DO NOT PARK ON INTERLACHEN, ST. ANDREWS, OR NORTHWOOD STREETS AT THIS TIME.**

**Mutual Ten shareholders can access the monthly minutes on the Mutual website at:  
[www.lwsb.com](http://www.lwsb.com) – go to “MUTUALS” – CLICK ON “Mutual 10”**

**RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING OF June 28, 2023**

RESOLVED to approve amending the Fenn Termite and Pest Control 3-year contract from 2023-2026 for inspection & maintenance of 62 Rodent bait stations, at a cost of \$217.00 per month for 2023, \$248.00 per month for 2024, and \$248.00 per month for 2026. Funds to come from Outside Services and authorize the President to sign any necessary documentation.

RESOLVED to authorize Physical Property to go out for bids to complete the dry rot/termite damaged wood replacement project and the painting of the replaced wood. Funds to come from Infrastructure Reserve, and authorize the president to sign any necessary documentation.

RESOLVED to authorize the replacement of 20 Zinsco Electrical Panels each year for 5 years starting with Physical Property going out for bid for the first year 2023. Funds to come from Infrastructure Reserve and authorize the president to sign any necessary documentation.

RESOLVED to authorize the following transfers of funds per detailed resolutions.

| <i>Transfer/<br/>Invoice<br/>Date</i> | <i>Amount</i> | <i>Originating/Destination Accounts or Payee</i>                              |
|---------------------------------------|---------------|---|
| 05/08/2023                            | \$149,201.48  | Transfer from ACH-Direct Debit from multiple Shareholders to US Bank Checking |
| 05/08/2023                            | \$79,365.82   | Transfer from US Bank Checking to GRF-US Bank Checking                        |

|            |              |   |
|------------|--------------|---|
| 05/12/2023 | \$55,638.63  | Transfer from US Bank Checking to US Bank Impound (Property Taxes)            |
| 06/05-2023 | \$149,446.48 | Transfer from ACH-Direct Debit from multiple shareholders to US Bank Checking |
| 06/07/2023 | \$55,055.68  | Transfer from US Bank Checking to US Bank Impound (Property Taxes)            |
| 06/08/2023 | \$72,294.19  | Transfer from US Bank Checking to GRF-US Bank Checking                        |

RESOLVED to approve to authorize Service Maintenance to paint the Seaview carport area parking and driving marks at a cost not to exceed \$5,000. Funds to come from Infrastructure Reserve and authorize the president to sign any necessary documentation.

## MONTHLY MUTUAL INSPECTOR REPORT

MUTUAL: **(10) TEN**      DATE: **JUNE**      INSPECTOR: **RYAN QUENTAL**

### PERMIT ACTIVITY

| UNIT # | WORK DESCRIPTION | GRF/CITY PERMIT | START DATE | FINISH DATE | CHANGE ORDER | RECENT INSPECTION      | CONTRACTOR         |
|--------|------------------|-----------------|------------|-------------|--------------|------------------------|--------------------|
| 238-K  | WINDOWS          | BOTH            | 03/23/23   | 05/25/23    | NONE         |                        | SWENMAN            |
| 241-A  | SHOWER           | BOTH            | 06/01/23   | 07/30/23    | NONE         | SHOWER LATH 6/5/23     | JC KRESS           |
| 243-E  | REMODEL          | BOTH            | 04/15/22   | 08/31/22    | YES          | FINAL 1/20/23 (Recall) | BA CONSTRUCTION    |
| 243-K  | CARPORT CABINETS | GRF             | 06/15/23   | 07/15/23    | NONE         |                        | VICKERS            |
| 246-I  | SCREEN DOOR      | BOTH            | 04/01/23   | 06/01/23    | NONE         |                        | BODIE'S GLASS      |
| 246-I  | GLASS PANELS     | GRF             | 04/01/23   | 06/01/23    | NONE         |                        | BODIE'S GLASS      |
| 246-I  | PATIO DOOR       | BOTH            | 04/01/23   | 08/01/23    | NONE         |                        | BODIE'S GLASS      |
| 248-I  | FLOORING         | GRF             | 02/28/23   | 03/10/23    | NONE         | FINAL 6/22/23          | M&M SKYLIGHT       |
| 249-C  | WINDOWS          | BOTH            | 03/30/23   | 05/11/23    | NONE         |                        | SWENMAN            |
| 251-E  | WINDOWS          | BOTH            | 11/25/22   | 03/30/23    | NONE         |                        | L & S CONSTRUCTION |
| 256-J  | REMODEL          | BOTH            | 02/13/23   | 04/05/23    | YES          | FINAL 6/20/23          | HADI CONSTRUCTION  |
| 258-A  | FLOORING         | GRF             | 06/30/23   | 07/30/23    | NONE         |                        | KARYS CARPET       |

### ESCROW ACTIVITY

| UNIT # | NMI | PLI      | NBO      | FINAL    | FCOEI    | RELEASE OF FUNDS | ACTIVE | CLOSING | CLOSED |
|--------|-----|----------|----------|----------|----------|------------------|--------|---------|--------|
| 238-H  |     | 03/09/23 |          |          |          |                  | 7      | 3       | 6      |
| 244-E  |     | 03/02/23 | 05/16/23 | 05/17/23 | 05/30/23 |                  |        |         |        |
| 248-I  |     | 03/13/23 |          |          |          |                  |        |         |        |
| 253-A  |     | 03/29/23 | 05/11/23 | 05/11/23 | 05/23/23 |                  |        |         |        |
| 253-D  |     | 04/07/23 |          |          |          |                  |        |         |        |
| 256-K  |     | 05/24/23 | 06/23/23 |          |          |                  |        |         |        |
| 258-L  |     | 06/15/23 |          |          |          |                  |        |         |        |

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

### CONTRACTS & PROJECTS

| CONTRACTOR                                 | PROJECT  |
|--|--|
| J&J Landscape      12/1/22 - 11/30/23      | Mutual Gardening, Irrigation and Lawns - On Going. |
| Fenn Pest and Termite      5/31/26         | Pest Control and Termite Inspections.              |
| Fenn Pest and Termite      6/30/2026       | Rodent Bait Station Maintenance.                   |
| National Service Lease      September 2024 | On Going.  |

### SHAREHOLDER & MUTUAL REQUESTS

| SHAREHOLDER                                   | MUTUAL                    |
|---|---------------------------|
| 256L - Living room soffit outlet not working. | Sea View Carport Painting |
| 243B - Bedroom door touch up paint.           |                           |
| 249D - Beehive at tree.                       |                           |