



# REGULAR MONTHLY BOARD OF DIRECTORS MEETING

## MUTUAL TWELVE

### SUMMARY REPORT

Thursday, September 14, 2023

Action/Request	Person Responsible
<p><b>1. <u>Approval of Minutes – a</u></b> RESOLVED to approve the Regular Meeting Minutes of August 10, 2023, as presented.</p>	Mutual Board Portfolio Specialist
<p><b>2. <u>Building Inspector Report – a</u></b> RESOLVED to approve the MJ Jurado proposal for replacement of block transformer wall with vinyl fencing with concrete border at 059H in the amount of \$2800.00. Funds to come from Structural Repairs and authorize the President to sign the paperwork.</p>	Mutual Board Finance Building Inspector Physical Property
<p><b>3. <u>Building Inspector Report – b</u></b> RESOLVED to approve the MJ Jurado change order to the contract for the replacement of broken sidewalk adjacent to Carport 137 at a cost not to exceed \$6,000.00. Funds to come from Infrastructure Reserve Fund and to authorize the President to sign the contract.</p>	Mutual Board Physical Property Building Inspector Finance
<p><b>4. <u>Building Inspector Report – d</u></b> RESOLVED to authorize Physical Property to obtain bids on reflective tape for poles in the carports.</p>	Mutual Board Physical Property Building Inspector
<p><b>5. <u>New Business – a</u></b> RESOLVED to approve the July 2023 financial statements as reviewed per California Civil Code Section 5500 (a)-(f) for audit as presented.</p>	Mutual Board Finance
<p><b>6. <u>New Business – b</u></b> RESOLVED to approve the ratification of payment of MJ Jurado Invoice No. 1326 dated 7/13/23 that added \$700 for concrete border to change approved amount from \$2,100.00 to the amount of \$2,800.00. Funds to come from Structural Repairs.</p>	Mutual Board Finance Physical Property Building Inspector
<p><b>7. <u>New Business – c</u></b> RESOLVED repeal 12-7170-3 <u>Organization of Board-Parcel Representation</u> as being obsolete upon the approval of the Amended and Restated Bylaws dated 6/8/23.</p>	Mutual Board Mutual Administration



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<p><b>8. <u>New Business – d</u></b> RESOLVED to approve the proposal from Four Stars landscape Corp. to install 2” inch irrigation ball valve from existing water main line at Building 66 to the irrigation main line to improve the irrigation pressure at a cost not to exceed \$800.00. Funds to come from Landscape Extras and authorize the President to sign any necessary documentation.</p>	<p>Mutual Board Finance Building Inspector Physical Property</p>
<p><b>9. <u>New Business – e</u></b> RESOLVED to approve the proposal from Four Stars Landscape Corp. to replace failed rotary nozzles for spray head nozzles between Buildings 6 &amp; 7 at a cost not to exceed \$550.00. Funds to come from Landscape Extras and authorize the president to sign any necessary documentation.</p>	<p>Mutual Board Physical Property Building Inspector Finance</p>
<p><b>10. <u>New Business – f</u></b> RESOLVED to approve the proposal from Four Stars Landscape Corp. to replace failed irrigation Rain Bird valve filters at a cost not to exceed \$3,360.05. Funds to come from Infrastructure Reserves and authorize the president to sign any necessary documentation.</p>	<p>Mutual Board Finance Building Inspector Physical Property</p>
<p><b><u>Follow-up agenda items for next regular meeting</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Approval of Monthly Finances</b></li> <li>2. <b>Discuss and vote to approve MJ Jurado proposal for replacement of block transformer wall at 39F.</b></li> <li>3. <b>Discuss and vote to approve Sewer Pipe Cleaning contract.</b></li> <li>4. <b>Discuss and vote on new proposal for roofing – Bergkvist &amp; J.C. Kress.</b></li> <li>5. <b>Tree Trimming Contract</b></li> <li>6. <b>Discuss and vote on removing Mutual Documents from Mutual 12 LWSB Website</b></li> </ol>	<p>Portfolio Specialist</p>