

**AGENDA**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL SEVEN**  
**Wednesday January 18, 2017**  
**1:00 p.m.**

1. SHAREHOLDER(S') COMMENTS
2. CALL TO ORDER / PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. INTRODUCTION OF GUESTS AND STAFF:
  - Ms. Rapp, GRF Representative
  - Ms. Hopkins, Mutual Administration Director
  - Mr. Weaver, Facilities Director
  - Mr. Rudge, Project Coordinator
  - Mr. Hurtado, Building Inspector
  - Mr. Stephen, Emergency Information Committee
5. APPROVAL OF MINUTES: **Regular Meeting of December 21, 2016**
6. CORRESPONDENCE
7. BUILDING INSPECTOR'S REPORT (page 2) Mr. Hurtado
8. GUEST SPEAKER – Underground Vaults Mr. Weaver
9. GUEST SPEAKER – Mr. Rudge
  - a. Roofing Project Overview
  - b. Asphalt Carports 181, 182, 8, 8, 87, 88, 89
10. CHIEF FINANCIAL OFFICER'S REPORT Mrs. Fellows
11. UNFINISHED BUSINESS
12. NEW BUSINESS –
  - a. Lighting batteries for emergency sheds Mr. Stephen
  - b. Motion to continue to receive copy of other monthly Mutuals' minutes

**STAFF BREAK (TIME TO BE DETERMINED BY PRESIDENT)**

13. MUTUAL ADMINISTRATION DIRECTOR'S REPORT Ms. Hopkins
14. GRF REPRESENTATIVE'S REPORT Ms. Rapp
15. DIRECTOR(S') REPORTS
16. ANNOUNCEMENTS
17. SHAREHOLDER(S') COMMENTS
18. ADJOURNMENT
19. EXECUTIVE SESSION – (member issues)

**STAFF WILL LEAVE THE MEETING BY 4:10 P.M.**

**NEXT MEETING: WEDNESDAY, FEBRUARY 15, 2017, at 1:00 p.m.**  
**ADMINISTRATION BUILDING-CONFERENCE ROOM A**

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (07) SEVEN

INSPECTOR: George Hurtado

MUTUAL BOARD MEETING DATE: January 18, 2017

## PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
166I	bath,kitchen, washer/dryer	yes	09/14/16	12/15/16	no	complete	Turner Hill
150A	bath,kitchen,cabinets,counters	yes	09/15/16	12/31/16	no	complete	Roberts
172B	drywall	yes	09/19/16	10/21/16	no	complete	Roberts Construction
174J	tile shower	yes	10/26/16	12/30/16	yes		Mamuscia Construction
167I	re-surface patio	yes	11/10/16	02/14/16	no		Stoneways
175I	bath, kit counters shower	yes	11/14/16	01/20/16	no		Kress
158B	shower, dishwasher	yes	11/23/16	02/28/17	no		Mamuscia Construction
156G	patio, block wall	yes	12/19/16	02/10/16	no		Gary Tesch
154H	vinyl plank floor	yes	12/27/16	01/28/17	no		Bixby Plaza
162F	dishwasher	yes	11/30/16	01/20/16	no		Los Al Builders

## ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
155I			01/09/17	01/09/17			
157B			01/05/17	01/05/17			
163G			12/22/16	12/22/16	01/05/17		
161C					12/30/17		

NMI = New Member Inspection    PLI = Pre-Listing Inspection    NBO = New Buyer Orientation  
 FI = Final Inspection    FCOEI = Final COE Inspection    ROF = Release of Funds

## CONTRACTS

CONTRACTOR	PROJECT
Fenn	termites and pests
Total Landscape	gardening
Empire Pipe	sewer cleaning
Innovative Cleaning Services	laundry rooms
So Cal Fire Protection	fire extinguishers

## SPECIAL PROJECTS

CONTRACTOR	PROJECT

## APARTMENT VISITS

various apartment visits