

REVISED

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A G E N D A

**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FOURTEEN**

March 15, 2016

1:00 p.m. Meeting begins

1. CALL TO ORDER, *PLEDGE OF ALLEGIANCE*
2. ROLL CALL
3. SHAREHOLDER COMMENTS
4. INTRODUCTION OF GRF REPRESENTATIVE, GUEST(S), AND STAFF:
Mr. Lukoff, GRF Representative
Mrs. Weller, Mutual Administration Director
Mr. Black, Building Inspector
Ms. Miller, GRF Director of Finance
Ms. Day, GRF Recording Secretary
5. CALL FOR CORRECTIONS TO THE MINUTES:
Regular Meeting of February 16, 2016
6. WELCOME
7. GUEST SPEAKER – 2015 Financial Statements Ms. Miller
8. PRESIDENT'S REPORT
9. BUILDING INSPECTOR'S REPORT Mr. Black
a. Approve patios at Units 27-A, 14-A, and 15-F
PHYSICAL PROPERTY COMMITTEE REPORT Mr. Melody
10. GRF REPRESENTATIVE'S REPORT Mr. Lukoff
11. MUTUAL ADMINISTRATION DIRECTOR'S REPORT Mrs. Weller
12. OLD BUSINESS
a. Ratify Policy 7499.14 – Air Conditioning/HVAC/Heat Pump Units (attached) Mr. Melody
b. Update on parking policy and towing Ms. Johnstone

STAFF SECRETARY BREAK TIME (TIME TO BE DETERMINED BY PRESIDENT

13. NEW BUSINESS
 - a. Resolution regarding GRF and Emergency Preparedness
14. CFO/FINANCIAL REVIEW/BUDGET REPORT Mr. Faucett
15. VICE PRESIDENT/LANDSCAPE REPORT Mr. Soderholm
16. SECRETARY'S REPORT Ms. Worthington
17. COMMITTEE REPORTS:
 - a. Emergency Preparedness Chair Report Ms. Johnstone
 - b. SmartBurner Chair Committee Report Ms. Johnstone
 - c. Pets/Caregivers Chair Reports Mrs. Henry
18. ADJOURNMENT
19. EXECUTIVE SESSION (Legal, member issues)

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

NEXT MEETING: April 19, 2016

MUTUAL OPERATIONS**DRAFT****PHYSICAL PROPERTY****Air Conditioning/HVAC/Heat Pump Units – Mutual Fourteen**

RESOLVED That in order to conform to revised requirements of the City of Seal Beach, the Uniform **California** Building Code and **Mechanical Code and Mutual Fourteen/** the Physical Property Department of Leisure World regulations, and

THAT, in accordance with the previous practice of this Mutual and in conformity with the regulations of the Physical Property Department, the installation of air conditioning units in Mutual Fourteen be approved and confirmed as follows:

~~**THAT** permission is granted by the Board to the Physical Property Department to issue permits for installation of air conditioners through the lower windows.~~

Mutual Fourteen shall require a concrete pad and deco block blind when installing a ducted heating and air conditioning unit. Ductless heating and air conditioning units shall have a concrete pad; no deco block blind required. Units must be masked from view, and use of bricks or other material shall be approved by the Board of Directors on a case-by-case basis. A minimum of fifty percent air space should be maintained within the material for air circulation.

Mutual Fourteen requires all heating and air conditioning units to have attic access from inside the unit, the minimum size for attic access is 22" wide x 30" long; refer to the California Mechanical Code for complete requirements. The condensation line shall terminate at the kitchen or bath sink as applicable to the Mechanical Code.

The City of Seal Beach requires an A-weighted sound calculation prior to the issuance of a building permit, and Physical Property requires this to be submitted prior to approval of said permit (Municipal Code 7.15.035). Exterior sound 55db.

Permission is granted by the Board of Directors to the Physical Property Department to issue permits for installation of air conditioners through the lower windows; any other area considered for installation shall require Board approval.

~~**THAT** Mutual Fourteen requires the use of a concrete pad and deco blocks when installing a heating/air conditioning unit outside the apartment.~~

- ~~1. The system is approved for use in Leisure World.~~
- ~~2. Outside compressor does not exceed 54 db.~~

(Draft created 1-25-16cd)

MUTUAL OPERATIONS

DRAFT

PHYSICAL PROPERTY

Air Conditioning/HVAC/Heat Pump Units – Mutual Fourteen

- ~~3. The compressor unit is installed within the apartment perimeter.~~
- ~~4. Air conditioning units must be masked from view on two sides with deco blocks or bricks in order to help eliminate noise. The bricks must be approved by the Board of Directors on a case by case basis. A minimum of fifty percent air space should be maintained within the block face surface for air circulation.~~

MUTUAL ADOPTION

FOURTEEN: 09-25-87

AMENDMENTS

04-24-98, 04-24-12