

BUILDING/UNIT _____

BUILDING CAPTAIN _____

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL FOURTEEN
December 15, 2016**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Fourteen was called to order by President Melody at 1:00 p.m. on Thursday, December 15, 2016, followed by the *Pledge of Allegiance*, in Building Five, Conference Room B.

SHAREHOLDER COMMENTS

Several shareholders made comments or introduced themselves.

ROLL CALL

Present: President Melody, Vice President Jorgenson, CFO Faucett, Secretary Simon, and Directors Stefun, Moore and Shaddow, and Advisory Director Bourhenne

GRF

Representative: Mr. Lukoff

Guests: Eighteen shareholders of Mutual Fourteen

Staff: Ms. Hopkins, Mutual Admin. Director (3:21 p.m.)
Mr. Black, Building Inspector
Mrs. Dailey, Office Secretary
Ms. Day, Recording Secretary

President Melody welcomed staff members and guests.

MINUTES

President Melody asked if there were any corrections to the November 15, 2016, Regular Monthly Meeting minutes. There being no corrections, the minutes were approved as printed.

PRESIDENT'S REPORT

Mr. Melody presented his report (attached).

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

RESOLVED, To regretfully accept the resignation of Sue Worthington from the Mutual Fourteen Board of Directors.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by Director Simon and seconded by CFO Faucett, it was

RESOLVED, To appoint Maryann Shaddow as a Director on the Mutual Fourteen Board of Directors for the remaining 2016/2017 term of office.

The MOTION passed unanimously.

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

PRESIDENT'S REPORT (continued)

RESOLVED, To appoint Susan Simon as Secretary on the Board of Directors for the remaining 2016/2017 term of office.

The MOTION passed with one abstention (Simon).

BUILDING INSPECTOR'S REPORT

Inspector Black presented his report (attached).

Following a discussion, and upon a MOTION duly made by Secretary Simon and seconded by Director Moore, it was

RESOLVED, To replace the rain gutters and replacement of the drip edge.

The MOTION unanimously failed for lack of a vote.

Following further discussion, and upon a MOTION duly made by Director Stefun and seconded by Director Shaddow, it was

RESOLVED, To replace the rain gutters without removing the drip edge, as recommended by the Physical Property Committee.

The MOTION passed unanimously.

PHYSICAL PROPERTY COMMITTEE REPORT

Director Stefun presented his report (attached).

PHYSICAL PROPERTY COMMITTEE REPORT (continued)

Following a discussion, and upon a MOTION duly made by Director Stefun and seconded by CFO Faucett, it was

RESOLVED, That all the water pipes in Building 1 be replaced.

Following further discussion, and upon a MOTION duly made by Director Stefun and seconded by CFO Faucett, it was

RESOLVED, That all water pipes be replaced in Building 1 by either John Nelson Plumbing or Los Al Builders, which will be determined after the Board receives pricing from both contractors.

The MOTION passed unanimously.

Inspector Black left the meeting at 1:49 p.m.

MUTUAL ADMINISTRATION DIRECTOR

Ms. Hopkins presented her report (attached).

GRF REPRESENTATIVE'S REPORT

Mr. Lukoff presented his report (attached).

UNFINISHED BUSINESS

There was no unfinished business to discuss.

NEW BUSINESS

Following a discussion, and upon a MOTION duly made by Director Stefun and seconded by CFO Faucett, it was

RESOLVED, To charge shareholders for clogged toilet stoppages when called into Service Maintenance.

The MOTION passed with one abstention (Jorgenson).

Following a discussion, and upon a MOTION duly made by CFO Faucett and seconded by Secretary Simon, it was

RESOLVED, That the Board of Directors directs the Finance Department to collect late fees in accordance to the current Occupancy Agreement.

The MOTION passed unanimously.

The Board members discussed amending Policy 7557.14 – Caregivers (attached). Upon a MOTION duly made by Vice President Jorgenson and seconded by Secretary Simon, it was

RESOLVED, To amend Policy 7557.14 – Caregivers on a preliminary basis until the 30-day posting period is completed.

The MOTION passed unanimously.

President Melody called a break at 2:59 p.m. to 3:14 p.m.

CFO / FINANCIAL REPORT

CFO Faucett presented his financial report (attached).

Following a discussion, and upon a MOTION duly made by CFO Faucett and seconded by Secretary Simon, it was

RESOLVED, To move the CD's at Banner Bank, US Bancorp, and Banc of California to the Mutual's BNY Mellon Account.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by CFO Faucett and seconded by Secretary Simon, it was

RESOLVED, That Mutual Fourteen does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax statement.

The MOTION passed unanimously.

VICE PRESIDENT'S REPORT

Vice President Jorgenson presented her report (attached).

COMMITTEE REPORTS

Landscape

CFO Faucett presented his report (attached).

COMMITTEE REPORTS (continued)

Emergency Preparedness

Vice President Jorgenson presented her report (attached).

Smartburners/FireAvert

Advisory Director Bourhenne stated that scheduling can begin for the SmartBurner installations.

Pets and Caregivers

Director Simon presented her report (attached).

Parking and Towing Policy

The Board members discussed adopting Policy 7582.14 – Towing Vehicles. Upon a MOTION duly made by Secretary Simon and seconded by Director Stefun, it was

RESOLVED, To adopt Policy 7582.14 – Towing on a preliminary basis until the 30-day posting period is completed.

The MOTION passed unanimously.

The Board members discussed rescinding Policy 7582 – Towing Vehicles (attached). Upon a MOTION duly made by Director Stefun and seconded by Secretary Simon, it was

RESOLVED, To rescind Policy 7582 – Towing Vehicles on a preliminary basis until the 30-day posting period is completed.

COMMITTEE REPORTS (continued)

Parking and Towing Policy (continued)

The MOTION passed unanimously.

The Board members discussed amending Policy 7502.14 – Carport Regulations (attached). Upon a MOTION duly made by Director Stefun and seconded by Secretary Simon, it was

RESOLVED, To amend Policy 7502.14 – Carport Regulations on a preliminary basis until the 30-day posting period is completed.

The MOTION passed unanimously.

SHAREHOLDER COMMENTS

Several shareholders made comments.

ADJOURNMENT

President Melody adjourned the meeting at 4:15 p.m. and announced that there would be an Executive Session following the meeting to discuss member issues.

Attest, Susan Simon, Secretary
SEAL BEACH MUTUAL FOURTEEN

cd:12/19/16

Attachments

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

**NEXT MEETING: Tuesday, January 17, 2017 at 1:00 p.m.,
in Building 5, Conference Room B**

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING OF DECEMBER 15, 2016**

- 12/15/16 RESOLVED, To regrettfully accept the resignation of Sue Worthington from the Mutual Fourteen Board of Directors.
- RESOLVED, To appoint Maryann Shaddow as a Director on the Mutual Fourteen Board of Directors for the remaining 2016/2017 term of office.
- RESOLVED, To appoint Susan Simon as Secretary on the Board of Directors for the remaining 2016/2017 term of office.
- RESOLVED, To replace the rain gutters without removing the drip edge, as recommended by the Physical Property Committee.
- RESOLVED, That all water pipes be replaced in Building 1 by either John Nelson Plumbing or Los Al Builders, which will be determined after the Board receives pricing from both contractors.
- RESOLVED, To charge shareholders for clogged toilet stoppages when called into Service Maintenance.
- RESOLVED, That the Board of Directors directs the Finance Department to collect late fees in accordance to the current Occupancy Agreement.
- RESOLVED, To amend Policy 7557.14 – Caregivers on a preliminary basis until the 30-day posting period is completed.
- RESOLVED, To move the CD's at Banner Bank, US Bancorp, and Banc of California to the Mutual's BNY Mellon Account.
- RESOLVED, That Mutual Fourteen does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax statement.
- RESOLVED, To adopt Policy 7582.14 – Towing on a preliminary basis until the 30-day posting period is completed.
- RESOLVED, To rescind Policy 7582 – Towing Vehicles on a preliminary basis until the 30-day posting period is completed.
- RESOLVED, To amend Policy 7502.14 – Carport Regulations on a preliminary basis until the 30-day posting period is completed.

PRESIDENT'S REPORT

December 15, 2016

Good afternoon everyone, thank you for attending today's Board Meeting, which was rescheduled from December 20 to avoid conflict with the Christmas week. I would also like to thank all that attended our December 8 Town Hall. We had over 50 shareholders in attendance with questions, comments and concerns.

It was with sadness that we received our Board Secretary's Sue Worthington's resignation dated December 5th and effective immediately. A copy of her letter of resignation will be attached to this report. Sue has been an outstanding Secretary and member of this 2016/17 Board. We wish her a speedy recovery. Please keep her in your prayers.

As the Agenda states, the board will be selecting a person to fill out Sue's term and to also elect a Secretary.

The Neighbor 2 Neighbor Club, made up of Mutual 14 Shareholders, has decorated a Christmas tree in Clubhouse One. If you haven't seen it, I would recommend you walk over to see the beautiful work that was done. Neighbor 2 Neighbor also delivered "goody bags" of cookies and candy to Mutual 14 Caregivers during November which is "Caregiver Month". These were much appreciated by the shareholders and the caregivers.

Our new roofing contractor, Roofing Standards has completed Building 33 and Bob Stefun, our Chairman of Physical Properties will be filling you in the latest information on that.

Unfortunately, we have shareholders that don't believe that Mutual 14's Policies and Rules apply to them. Everyone should understand that your Board takes its responsibilities seriously and applies the rules equally for the benefit of all shareholders. The Fine Policy that was put in place is there to encourage shareholders to comply with all of our governing documents. For those that don't believe

that the board will impose the fines, they should think again. Unfortunately, the board has issued its first fine for violation of Pet/Leash Policy. This is after verbal and written warnings to the shareholder. So, as "hope springs eternal" we hope that everyone will comply with the rules.

As I have stated before, Mutual 14 is an outstanding place to live. We are a community and as such we should continue to look out for each other's well-being. IF YOU SEE SOMETHING, SAY SOMETHING TO ANY DIRECTOR, SECURITY OR ME. So your concerns can be addressed quickly.

I wish everyone a Merry Christmas, Happy Hanukah and Happy Holidays to all.

Thank you.

Respectfully submitted.

Lee Melody

**Dear President Lee Melody and Mutual 14 Board
Members and Residents.**

It is with great regret that I must resign from the board immediately due to so many unwanted health issues. I never thought it would take this long to heal but I am useless in my position on the board and it's not fair for everyone else to do all my jobs as secretary. I've loved being on our wonderful board and hope in the future I might be able to run again. I'm so grateful to all of you who covered for me over these last 3 months. I wish you all a happy and successful year and when I get better, I would love to be helpful to any and all of you as a resident who deeply appreciates all that you do.

Warmly,

Sue Worthington 12/5/16

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (14) FOURTEEN

INSPECTOR: Kevin Black

DATE: December 15th, 2016

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
14-18A	full remodel	yes	04/18/16	09/30/16	not yet	6/16/16-footing/ ground plumb/ sheer panel 7/8/16 - sheer panel 7/8/16/ framing,electrical,plumbing, 7/28/16- drywall,lath,8/8/16	Kress
14-15F	awing	no	04/28/16	06/03/16	no		AAA Awings
14-52B	3-zone ductless heat pump	yes	05/26/16	07/30/16	yes	6/6/16 change ordr to central FAU, final 10/10/16	greenwood
14-53L	full remodel	yes	04/13/16	06/30/16	no	rough plumb,elec,hvac,frame	Roberts
14-4G	full remodel	yes	03/07/16	07/30/16	no	rough plumb,elec,hvac,frame 5/16/16- sheer panel 7/8/16	Kress
14-30F	patio extension	yes	06/06/16	09/05/16	no	footing 6/27/16- rough frame, electric,sheer panel-7/21/16 - lath, insulation-7/25/16/ drywall 7/28/16	Los Al
14-30G	hvac ductless	yes	06/09/16	07/09/16	no	final-6/15/16	Alpine
14-4G	full remodel	yes	03/07/16	07/30/16	no	drywall 5/23/16 - exterior lath	Kress
14-53L	full remodel	yes	12/15/15	06/30/16	yes, 10/31/16 x2 sola tubes kit./bath	drywall 6/1/16- patio 8/25/16	Roberts
14-31F	addition	yes			no	6/28/16 footing insp.	Los Al
14-32F	ductless heat pump	both	08/12/16	12/15/16	no		greenwood
14-16A	ceilings, flooring, shower	both	08/28/16	10/15/16	no	framing 9/20/16/ elect.	Greco
14-31	re-roof	both	09/12/16	10/03/16	no	nailing 9/20/16	Kellie Vaughn roofing
14-32	re-roof	both	09/26/16	10/17/16	no	nailing 10/11/16	Kellie Vaughn roofing
14-27	re-roof	both	08/29/16	10/17/16	no	nailing 9/8/16	Kellie Vaughn roofing
14-16A	deco remove/foam trim windo	GRF	08/29/16	10/01/16	no	rough 10/16/16	Greco
14-12A	remodel / patio	both	09/28/16	12/28/16	no		Nationwide painting concepts
14-4H	carpad	GRF	10/31/16	11/05/16	no		JLS
14-30B	shower cut down	both	12/05/16	01/05/16	no		nukote
14-21F	flooring	GRF	11/11/16	11/12/16	no		bixby plaza
14-33	re-roof	both	11/28/16	03/15/17	no	nailing 12/2/16	roofing standards
14-48	re-roof	both	11/28/16	03/15/17	no		roofing standards
14-49	re-roof	both	11/28/16	03/15/17	no		roofing standards
14-3D	kitchen and bath remodel	both	12/07/16	03/15/17	no		kress
14-32A	windows	both	12/12/16	12/25/16	no		q

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
14-5L		06/01/16	10/12/16	10/12/16	10/24/16		
14-2A		07/21/16	12/06/16	12/09/16			
14-50D		07/22/16					
14-15L		08/05/16					
14-2J		08/10/16					
14-13G		08/18/16	10/04/16	10/13/16	10/25/16		
14-4L		08/18/16					
14-12B		08/19/16	09/30/16	10/07/16	10/19/16		
14-21F			9/6/2016	9/6/2016			
14-15K		09/26/16					
14-3A		09/26/16					
14-18B		10/06/16					
14-02H	10/26/2016						
14-52K			11/22/16	12/05/16	12/15/16		
14-51C			11/28/16	12/02/16	12/13/16		

FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

CONTRACTS	
CONTRACTOR	PROJECT
Fenn Pest Control	termite and pest control - on going calls for termites, swarming termites this time of year
Bright View Landscape.	Landscape: on going landscape
Kress const.	Stove Hoods: completed building 33, will do 48 on Tuesday the 13th
kellie Vaughn roofing	Roofing: In discussion with kelli Vaughn about how to re-roof buildings 1,13 and 19. Kellie Vaughn
Roofing Standards	completed 33 on Monday, started 48 on the 12th
Empire Pipe Cleaning	completed report will be in January
Advance Painting	doing fascia painting and interior paint touch ups for the roofing project
Re - Piping	unit 14-1D doing a remodel, thoughts about re-piping building 1D complete 4units

Shareholder and Mutual Requests

14-16C- roof leak	
14-27G - skylight issue	
roofing interior check bldgs. 33,48 and 49	
post stove hood / roofing flyers - 11/23/16	
stove hood install - 11/29/16	
14-28K - ant call	
14-48 - post for hoods and roofing	
skylights pick up and deliver for 33	

PHYSICAL PROPERTIES REPORT

DECEMBER 15, 2016

Building 33 roof has been completed. We have been notified that the OSB roofing sheeting has been delayed in shipment. Shipment is on a railcar and is expected within three weeks. Building 48 will be started early January followed by 49, 52 and 53. This type of delay is not unusual and is caused by high demand in this area. Weather is also a factor for delays.

There is completion of the resolution for the quality problem with the shingles from Owens Corning on Buildings 1, 13 and 19. All paperwork has been signed and we will receive \$113,000 to fully pay for the replacement shingles. The roof on these buildings will not be opened but there will be delays in dry wall repair at the skylights. Kellie Vaughn roofing company has not scheduled the start of this shingle repair effort which costs the \$113,000.

A unique water plumbing effort is occurring with building one which has only four apartments. Apartment 1D is being completely remodeled and when that occurs the water pipes are switched to copper when the pipes are exposed. Apartments 1A and 1C are also affected with this effort so we are considering the replacement of all pipes for the building including 1B. We expect to replace all water pipes within the next five years.

Fire protection is now MANDATORY for all Mutual 14 shareholder apartments. New "Smart Burners" have been purchased and if you have a standard stove top and microwave and do not have "Auto Outs" or "Smart Burners" installed please notify your director. The "Smart Burners" are furnished by the mutual without direct cost to you.

Replacement gutter costs are being reviewed as a package effort when a new roof is installed. This is an expected topic for today's meeting.

Respectively submitted; Bob Stefun

Mutual 14

GRF Director Report

December 15, 2016

With apologies to the Apostle Luke, I bring you tidings of great joy. With the month of December still to be counted Leisure World has had sales of over \$100,000,000.00

This is a milestone for our community. While down in sales approximately 25% from our record year of 2013, total sales still topped last years record. Average prices increased to over \$215,000. This speaks well to our community health and our future. These sales also generated in membership fees over \$1,000,000 to our Capital Improvement Fund.

For the first time in a long time the Physical Properties meeting was a short one but of great importance. The committee finally approved year 1 of a multi year paving project. Sunningdale Road is on the list of streets in most need of upgrading. This project, weather permitting, should start in January or February. Also, the committee was presented with the urgent need of addressing the problems of St. Andrews Rd. This roadway is in serious need of upgrading. The committee has gone back to its roadway consultant in hopes to find a solution to safety and parking issues on that street.

In other Physical Property items it was approved to create a new pedestrian gate at the top of Del Monte Rd where it becomes Northwood Rd. This will provide easier access to those visiting the rehabilitation center or pedestrians and bicyclists going over the bridge.

If you have not been made aware by notices in the newspaper, the main front rooms clubhouse 4 are due to begin renovation next month. This work will include new lighting, a new floor, front door replacement, audio visual upgrades, refinishing of the partition walls and storage door replacement. The wall on Westminster Blvd is due for completion by the end of the year. Immediately after that, the contractor will turn the corner and begin work on the final section of our walls. The west side walls, sections J&K will provide greater security from the water channel to our west and provide better security for the RV Lot and a noise and wind break for the planned multi-use/pickle ball court.

Speaking of the RV Lot, the GRF negotiating committee met with representatives from the RV club. I'm sorry to say nothing was

Mutual 14

GRF Director Report

December 15, 2016

accomplished at that meeting. The club would only agree to discuss the old contract and not any of the problems the GRF sees in the current operation of the lot. If there any RV owners in the room, I can assure you that the GRF is planning on granting a lease for the club, but only if certain safety, maintenance and operational issues are addressed and made part of the lease.

The Rolling Thunder Club will soon have new facilities on the east end of the 1.8 acre storage site across from the gardens.

The ADRC (Architectural Design committee) has reviewed plans for the lighting of our globe. The committee also heard an update on the upgrades of Amphitheater bathrooms.

For any last minute holiday shopping, the Security Buss and Traffic Committee has approved a one-day-only holiday bus to the Westminster Shopping Center on December 23rd. This bus will run hourly from the Amphitheater bus stop for trips to the mall and the nearby 99cent store.

Also don't forget the Holiday Lights tour from December 19th to the 23rd.

Finally, while I cannot make a motion at this table, I would like for the board to consider next year an annual Mutual 14 Christmas Party. I believe a pot-luck gathering would create an atmosphere of welcome, acceptance and good fellowship throughout our mutual. Besides, who doesn't like a good party?

Merry Christmas everyone. And a Happy New Year to all of you.

Respectfully Submitted

Barry Lukoff
GRF Director

The Mutual Administration Director's Report

December, 2016

The Holidays are here!

Happy Holidays to All
From Mutual Administration:

Jodi Hopkins
Cathy Dailey
Jason Lee
Carol Day
Kheara Aquino
Stephanie Louison
Cindy Tostado

Pet Registration Reminder

January 2017 will be here very quick.

Your pet must be registered annually within the month of January of each year and every year.

Please contact the Stock Transfer Office at (562) 431-6586 extension 346, for assistance in registering a new pet or re-registering your current pet. Remember you must provide proof of personal liability insurance covering your pet.

Year-end mail out information

The 2017 guest passes, and property tax and assessment information will be mailed to addresses on file beginning December 29, 2016.

- Payment coupons will be mailed under separate cover.
- If you pay your monthly assessment via direct debit, the money will automatically be withdrawn from your account.
- As a reminder, guest passes are intended for your trusted family and friends, and are NOT to be given to contractors, caregivers, neighbors or people you've hired to work in your home.
- If you have not received your guest passes or payment coupons by January 16, 2017, call the Stock Transfer Office at (562) 431-6586 extensions 347 or 348.

Estates will not receive guest passes but will receive financial information.

As a reminder, the 2017 caregiver registration begins in late December. Make sure your caregiver is currently registered with a special photo pass.

MUTUAL OPERATIONS**DRAFT POLICY WITH AMENDMENTS**
RESIDENT SHAREHOLDER REGULATIONS**Caregivers - Mutual Fourteen****1. Licensing Requirements**

- a. In order to work as a caregiver in Mutual Fourteen, caregiver should have a valid Seal Beach Business License or work for an agency with a valid Seal Beach Business License, per Seal Beach City Ordinance 1435. A copy of the license must be in the possession of caregiver at all times.

Exception: A family member (of a shareholder) who is acting in the capacity of a caregiver is exempt from possessing a business license, but must apply and receive a caregiver's pass and badge.

- b. A caregiver working in Mutual Fourteen must have a valid driver's license if driving a vehicle into Leisure World.

2. Pass and Badge Requirements

- a. All caregivers, whether working as a family member, as an individual, or through an agency, must apply and receive a caregiver's pass and clear badge holder through the Golden Rain Stock Transfer Office.

- 1) The pass must be renewed six months.
- 2) The pass must be worn in clear sight at all times.
- 3) Passes or badge holders may not be transferred or lent to anyone.

3. Use of Laundry Facilities

- a. Part-time caregivers may use laundry facilities for shareholder's laundry only. Part-time caregivers who use Mutual laundry facilities for their personal or family use will be permanently barred from the Mutual.
- b. Caregivers who are 24-hour live-ins may use washers and dryers for their personal use, but may not use the washers and dryers for other family members or friends.
- c. Washers and dryers are to be cleaned after every use.
- d. Only two washers and dryers may be used at a time.
- e. Washed items are not allowed to be hung on patios.

MUTUAL OPERATIONS**DRAFT POLICY WITH AMENDMENTS****RESIDENT SHAREHOLDER REGULATIONS****Caregivers - Mutual Fourteen**4. General Requirements

- a. A Doctor's note stating that a full or part-time caregiver is needed. **The note must be on the original Doctor's letterhead. If fulltime 24/7 care is needed, that must be included in the Doctor's note. It must be an original, not a photocopy.**
- b. Caregiver must cease any noise that could be considered disruptive after 10 p.m., i.e., no loud televisions, radios, or talking, so as not to disturb the quiet enjoyment of neighbors.
- c. Caregivers are not allowed to bring family members or friends to the apartment.
- d. Caregivers are not allowed to bring pets into Leisure World.
- e. Caregivers are not allowed to use community facilities.

5. Parking Regulations

- a. If shareholder does not have a vehicle, caregiver may use the carport space for their own vehicle after obtaining a temporary parking pass through the Stock Transfer Office.
 - 1) The temporary parking pass must be clearly displayed on dashboard of caregiver's vehicle at all times.

MUTUAL ADOPTIONAMENDMENTS

FOURTEEN: 18 Nov 08

08-19-14, 07-21-15, *date*

(*date*)

Last month our financials were not prepared and I had little to report. This month they are in. In a couple of weeks our 2016 budget year will be over and it looks like our expenses will be under budget and our income a little over budget. At the end of November we had a surfeit of \$44,616. This money will help fund us in the future. This amount includes one expense in which we are over budget, legal fees, by \$10,265. But according to our governing documents, most of these fees should be recouped when future escrows close with a chance that most will be done this year. Our expenses were decreased with utilities; water, trash and electricity by \$9,714, landscaping by over \$13,000, and service maintenance requests by \$18,594. All of these savings were accomplished by the frugality of our shareholders.

Last month we mentioned that we have a CD in Banner Bank which matures January 6th. We also have CD's in USBancorp and a savings account in Banc of California. I would like to ask the board's approval to move these accounts to our BNY Mellon account for the following reasons: Foremost, as we have discussed, we are researching methods to fund both the replacement of our 52 year old plumbing system before it deteriorates and continue our roofing project without having to increase monthly assessments. Moving the funds to BNY Mellon will help the physical properties committee move forward. There are other benefits to this move. BNY Mellon has the ability to separate our reserve funds from each other and group them instead of having them mixed in \$250,000 bundles of CD's. It will satisfy our auditor's request to end this practice and to keep each reserve fund separate to comply with accepted accounting principles. In addition, it will eliminate new board officers having to travel to all of our banks, spending hours and days adding and subtracting their names to the accounts. It will also eliminate work in our finance department.

At the CFO Council meeting on December 7th it was brought to the attention of all of the CFO's that California has a property tax postponement plan that can potentially cause serious financial loss to our mutual. If a shareholder

applies, they must ask a Mutual Officer to sign the Property Tax Postponement Application and Instructions. According to our Finance Department, if the officer or an unauthorized director signs “this document, the shareholder will then render their stock certificate to the State Controller’s Office. The State will then put a lien on the entire Mutual parcel (not just the applicant of the unit)... It is a loan from the state and accrues a 7% interest rate. The loan and interest become due and payable to the State when the shareholder:

Dies; transfers title; moves or sells the property; defaults on a senior loan; or chooses to obtain a reverse mortgage.

At that time, the Mutual will be liable to the State for the principal and accrued interest.” Because our Finance department could end up out of the complete information loop and because there is not assurance a death will be reported timely, there is a greater chance the loan plus interest will be uncollectable and the liability would belong to the Mutual.

The board needs to discuss whether to disallow shareholders to participate in this program and to disallow any officers or directors from signing a Property Tax Postponement Application and Instructions.

Jack Faucett
CFO

MUTUAL 14
VICE PRESIDENT'S REPORT
DECEMBER 15, 2016

The GRF Purchasing Department stocks a number of safety items which are available for purchase. These items include the following:

EMERGENCY PREP

3 day food and water survival kit	\$9.86
10 day lantern	\$31.24
Black Out Buddy flashlight	\$10.98

GENERAL SAFETY

Flashlight—Large, 6 LED	\$13.20
Flashlight—Compact, 9 LED	\$3.86
Reflective safety vests	\$3.36
Reflective safety jackets (special order)	(inquire about price)
Mosquito dunks, 6 pk	\$9.88

FIRE SAFETY

SmartBurner cooktop set—4 burner cooktop set	\$203.27
AutoOut—Fire Suppression System—Range hood	\$34.15
Auto-Out—Fire Suppression System—Microwave	\$60.59
Fire Extinguisher—Full size	\$26.76
Fire Gone—Portable Fire Extinguisher	\$9.71
Rope timer	\$7.60
Smoke Detectors, Wireless, 10 year battery	\$15.41
Smoke Detector—Hardwire, 10 year battery	\$18.12
10 year battery	\$6.33



Valerie Jorgenson 562-296-5428 vjorgenson@outlook.com
Mutual 14 Vice President

Mutual 14 Landscape Report

December 15, 2016

BrightView is currently trimming 57 of our trees. They have a rotating 3 year program to trim all of our trees as needed. They have also transitioned to mowing every other week during the winter. A benefit that we receive from them is that the mowing crew works on projects in the mutual during the Wednesdays they are not mowing such as reseeding dead areas or planting or trimming trees. As you may notice, we have very few dead areas left. We have received positive comments from other mutuals on our landscaping and Mutual 17 and the City of Seal Beach have also contracted with BrightView. They have been in our mutual almost a year. Sergio, and Salvador our gardener are getting more comfortable with the many details of our landscaping.

A problem which has arisen lately is a varying change in water pressure in our sprinkling system. The sprinkler technician and the landscape committee have been working on this.


Thanks,
Jack Faucett

MUTUAL 14
EMERGENCY INFORMATION REPORT
DECEMBER 15, 2016

An inventory of the five emergency sheds is being provided to the directors. This inventory has been posted in all of the emergency sheds. Also currently posted in each shed are the lists of the shareholders' units and volunteers assigned to each shed. The inventories might not, in all cases, be 100% accurate, but they give us a good idea of what is available. A list of the emergency items purchased and the costs is also being provided to the directors.

The items contained in each "regular" emergency shed is almost identical. There are a greater supply of items in the Command Post Shed 53. After the October "Shake Out" drill, each shed was checked to be sure it was again set up for use in a real disaster or emergency.

Thanks to the volunteers who did the inventories. A big thanks to Larry Lowman who prepared the mastery inventory list. Larry has also donated enough batteries to fill the needs for them for a long time. He also maintains all of the radios (walkie-talkies) in working order.



Valerie Jorgenson 562-296-5428
Emergency Information Chair

vjorgenson@outlook.com

December 15th
Pet and Caregiver Report

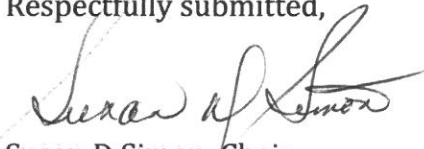
I am continuing to double check on pets and caregivers, comparing our building captains' reports with the monthly listings from Stock Transfer. I would appreciate receiving updates from Shareholders and/or Building Captains in attempt to keep our records current.

At the present time we have 4 birds, 18 cats, 41 dogs, 1 Emotional Support dog, and 1 Service dog. Some of these pets are here part time.

There are 63 registered Caregivers in Mutual 14, not 63 shareholders requiring care. Some shareholders have several Caregivers providing their care on different days and/or different hours.

Caregivers will have to renew their registrations during the month of January. There is no charge to the Caregiver or the Shareholder.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Susan D Simon".

Susan D Simon, Chair
(561) 702-9249

MUTUAL OPERATIONS**MUTUAL 14 - DRAFT****SHAREHOLDER REGULATIONS****Towing Vehicles – Mutual Fourteen**

A towing program is hereby established which permits the Security Department to remove and store vehicles parked on Mutual property that are inoperable, abandoned, blocking a fire lane or are parked in such a manner as to constitute a hazard. The authority for this action is contained in Section 22658(a) of the California Vehicle Code (CVC).

In conformance with the CVC, an appropriate sign will be posted at the 3 gates warning all who enter Leisure World that it is private property and unauthorized or illegally parked vehicles will be towed away at the vehicle owner's expense.

A. Abandoned or Inoperable Vehicles

Prior to removing an abandoned or inoperable vehicle, the Security Department will:

1. Attach a 72-hour warning notice to the vehicle advising of the violation and intent to tow.
2. After a 72-hour follow-up is made, a registered letter will be sent advising the registered and legal owner of the intent to tow the vehicle away in 10 days if not moved. (See attached form letter.)
3. Before any vehicle is towed, Security personnel will contact the Seal Beach Police Department advising them of intention to tow. They will describe the circumstances and the vehicle, including license plate number, the towing company and at which location the vehicle will be stored.
4. A California Highway Patrol Form 180, Storage Report, will be completed by Security personnel at that time.
5. A tow truck will be called to remove the vehicle and store it at the designated tow storage facility.
6. The Security Department will maintain a current log of all towing transactions in order to provide registered owners information concerning stored vehicles.

B. General Parking Rules

1. **Any vehicle without proof of current valid State registration may not be parked in Mutual Fourteen at any time.**

MUTUAL OPERATIONS

MUTUAL 14 - DRAFT

SHAREHOLDER REGULATIONS

Towing Vehicles – Mutual Fourteen

2. Any vehicles without a Seal Beach Leisure World decal on windshield or pass indicating a Mutual Fourteen pass displayed, may not be parked on Mutual Fourteen property overnight.

C. Temporary Parking Permits

1. All Parking Permits must be displayed on dashboard of a vehicle identifying Mutual building and unit number.
2. Vehicles in violation are subject to immediate tow away at owner's expense.

The Golden Rain Foundation and Mutual No. Fourteen liability ceases when the towing service removes the vehicle from Leisure World property.

MUTUAL ADOPTION

AMENDED

FOURTEEN:

MUTUAL OPERATIONS**RESCIND MUTUAL 14****SHAREHOLDER REGULATIONS****Towing Vehicles – Except Mutual Two, Nine, Twelve, Fourteen, and Seventeen**

A towing program is hereby established which permits the Security Department to remove and store vehicles parked on Mutual property that are inoperable, abandoned, blocking a fire lane or are parked in such a manner as to constitute a hazard. The authority for this action is contained in Section 22658(a) of the California Vehicle Code (CVC).

In conformance with the CVC, an appropriate sign will be posted at both entrance gates warning all who enter Leisure World that it is private property and unauthorized or illegally parked vehicles will be towed away at the vehicle owner's expense.

A. Abandoned or Inoperable Vehicles

Prior to removing an abandoned or inoperable vehicle, the Security Department will:

1. Attach a 72-hour warning notice to the vehicle advising of the violation and intent to tow.
2. After a 72-hour follow-up is made, a registered letter will be sent advising the registered and legal owner of the intent to tow the vehicle away in 10 days if not moved. (See attached form letter.)
3. Before any vehicle is towed, Security personnel will contact the Seal Beach Police Department advising them of intention to tow. They will describe the circumstances and the vehicle, including license plate number, the towing company and at which location the vehicle will be stored.
4. A California Highway Patrol Form 180, Storage Report, will be completed by Security personnel at that time.
5. A tow truck will be called to remove the vehicle and store it at the designated tow storage facility.
6. The Security Department will maintain a current log of all towing transactions in order to provide registered owners information concerning stored vehicles.

B. Other Vehicles

(Mutual Six only – Vehicles not belonging to Mutual Six residents or Mutual Six visitors will get a Notice to Tow in 96 hours when parked on Mutual Six property.)

MUTUAL OPERATIONS**RESCIND MUTUAL 14****SHAREHOLDER REGULATIONS****Towing Vehicles – Except Mutual Two, Nine, Twelve, Fourteen, and Seventeen**

Immediate action will be taken to tow vehicles when they are:

1. Parked in such a manner as to constitute a hazard.
2. Blocking a fire lane.

The Golden Rain Foundation and Mutual No. _____ liability ceases when the towing service removes the vehicle from Leisure World property.

MUTUAL ADOPTION**AMENDED****RESCINDED**

ONE:	07-23-87		
TWO:	07-16-87		(See Policy 7582.2)-Feb 2016
THREE:	07-10-87		
FOUR:	07-06-87		
FIVE:	05-20-87		
SIX:	07-24-87	05-30-14	
SEVEN:	07-17-87		
EIGHT:	06-22-87		
NINE:	07-13-87		Rescinded on 09-12-16
TEN:	06-24-87		
ELEVEN:	06-18-87		
TWELVE:	07-09-87		(See Policy 7582.12)-May 2016
FOURTEEN:	07-24-87		(See Policy 7582.14) - Date
FIFTEEN:	05-18-87		
SIXTEEN:	06-15-87		
SEVENTEEN:	06-02-87		(See Policy 7502.17)-Nov. 2016