

BUILDING/UNIT \_\_\_\_\_  
BUILDING CAPTAIN \_\_\_\_\_

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE  
BOARD OF DIRECTORS  
SEAL BEACH MUTUAL FOURTEEN  
November 17, 2015**

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 Tuesday, November 17, 2015, in the Administration Building Conference Room A, followed by shareholder comments and the *Pledge of Allegiance*.

**ROLL CALL**

Present: President Melody, Vice President Soderholm, Secretary Worthington, CFO Faucett, Directors Durham, Jorgenson, Johnstone, Destra (1:05 p.m.), and Henry, and Advisory Director Bourhenne

GRF

Representative: Mr. Lukoff

Guests: Twenty shareholders of Mutual Fourteen

Staff: Mrs. Weller, Mutual Administration Director  
Mr. Rudge, Project Coordinator (2:52 p.m.)  
Mr. Gomez, Safety/Emergency Coordinator  
Mr. Black, Building Inspector (1:22 p.m.)  
Ms. Day, Recording Secretary

**APPROVAL OF MINUTES**

President Melody asked for corrections to the October 20, 2015, Regular Meeting minutes. There being none, the minutes were approved as written.

President Melody welcomed staff members and guests.

### **PRESIDENT'S REPORT**

President Melody presented his report (as attached).

### **OLD BUSINESS**

President Melody asked for a motion to amend Policy 7502.14 – Carport Regulations (attached). Following a discussion, and upon a MOTION duly made by Director Jorgenson and seconded by CFO Faucett, it was

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

The MOTION passed.

### **GOLDEN RAIN FOUNDATION REPRESENTATIVE'S REPORT**

GRF Representative Lukoff presented his report (as attached).

The GRF Committee Chair Reports and the GRF Board Meeting minutes are published in *The NEWS*.

### **GUEST SPEAKER – Mr. Gomez**

Mr. Gomez gave a presentation on the Leisure World Mosquito/West Nile Virus Abatement Plan (see attached information).

Following questions, Mr. Gomez left the meeting at 1:28 p.m.

**BUILDING INSPECTOR'S REPORT**

Inspector Black presented a summary of his report (as attached).

Inspector Black discussed a request from the shareholder in Unit 20-L for a patio and cart pad. Following a discussion, and upon a MOTION duly made by Director Henry and seconded by Director Destra, it was

RESOLVED, To approve the request from the shareholder in Unit 20-L to install a patio and cart pad.

The MOTION passed.

Inspector Black discussed a request from the shareholder in Unit 48-G to install a golf cart pad, stone facing, power awning, and making the wall higher. Upon a MOTION duly made by Director Henry and seconded by CFO Faucett, it was

RESOLVED, To approve the request from the shareholder in Unit 48-G to install a golf cart pad, stone facing, power awning, and making the wall higher, per plans submitted.

Following further discussion, the motion was amended as follows:

RESOLVED, To approve the request from the shareholder in Unit 48-G to install a golf cart pad, stone facing, power awning, and making the wall higher, and installing a 4-inch mowing strip on the inside of the wall, per plans submitted.

**BUILDING INSPECTOR'S REPORT (continued)**

The MOTION passed with one abstention (Jorgenson).

Inspector Black left the meeting at 1:50 p.m.

**PHYSICAL PROPERTY COMMITTEE REPORT**

President Melody presented his report (as attached).

Following a discussion, and upon a MOTION duly made by Director Johnstone and seconded by Secretary Worthington, it was

RESOLVED, To require a double wallboard installation for all kitchen remodels, including both walls and ceilings.

The MOTION passed.

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

RESOLVED, To approve the request from the shareholder in Unit 48-A to donate a bus bench and enclosure where the current bench is on Sunningdale Road across from Unit 48-A in memory of her husband Dr. Luke Kim.

The MOTION passed.

**MUTUAL ADMINISTRATION DIRECTOR'S REPORT**

Mrs. Weller presented her report (as attached).

**MUTUAL ADMINISTRATION DIRECTOR'S REPORT (continued)**

Mrs. Weller discussed items needed in case of an emergency (see attached flyer).

President Melody reported that the city of Seal Beach is issuing warnings and citations to violators of wasting water; such as, washing down sidewalks, not using a nozzle on the end of a hose, etc. Please report any infractions to your building Director.

**NEW BUSINESS**

Following a discussion, and upon a MOTION duly made by Secretary Worthington and seconded by Director Johnstone, it was

RESOLVED, To amend Policy 7525 –  
Withdrawal Inspection Process Fee (attached),  
changing the inspection fee from .5% of the  
selling price to a flat fee of \$1,200.

The MOTION passed with one “no” vote (Destra).

President Melody discussed placing SmartBurners in units. He appointed Director Johnstone to chair a committee with shareholder Sandy Tessier and Advisory Director Bourhenne to evaluate the burners. A preliminary report will be given at the next Board Meeting.

(Recording Secretary Day left on break at 2:31 p.m. to 2:45 p.m.)

**CHIEF FINANCIAL OFFICER'S REPORT**

CFO Faucett submitted his report (attached).

**COMMITTEE REPORTS**

Landscaping

CFO Faucett submitted his report (as attached).

Emergency Preparedness

Director Johnstone submitted her report (attached).

(Inspector Black returned to the meeting at 2:48 p.m.)

Pets / Caregivers

Director Henry presented her reports (attached).

President Melody called a break at 2:52 p.m. to 3:00 p.m.

**GUEST SPEAKER – Mr. Rudge**

GRF Project Coordinator Rudge discussed at length the Mutual Fourteen roofs and their condition. Upon a MOTION duly made by Director Destra and seconded by Director Johnstone, it was

RESOLVED, To contract to reroof 11 buildings  
(4 buildings are 8 units, and 7 buildings are 12  
units) and purchase materials.

The MOTION passed.

He distributed and discussed a worksheet on costs for reroofing and the Board specified which items would be used to reroof.

(Director Destra left the meeting at 3:25 p.m.)

**GUEST SPEAKER – Mr. Rudge (continued)**

Following a discussion, and upon a MOTION duly made by Director Johnstone and seconded by Secretary Worthington, it was

RESOLVED, To contract for 11 roofs, at a cost of \$6,000 per unit, and approve Items 14, 20, 25, 26, and 27 on the worksheet to be included in the bid packet for reroofing Buildings 1, 2, 3, 13, 19, 27, 31, 48, 49, 52, and 53.

The MOTION passed.

Following a discussion and show of hands, it was the consensus of the Board members that the Mutual will pay for vents on the Mutual roofs.

Following a discussion, and upon a MOTION duly made by Secretary Worthington and seconded by Director Johnstone, it was

RESOLVED, To approve Shasta White as the roof color for the new Mutual Fourteen roofs.

The MOTION passed.

A discussion followed concerning whether to go out to bid on reroofing 11 buildings. It was the consensus of the Board members to go out to bid and to review the bid proposals at the December Board Meeting. In addition, Mr. Rudge stated that to re-pipe a building would cost approximately \$38,000.

**EXECUTIVE SESSION**

The Board discussed member issues in Executive Session.



**BOARD OF DIRECTORS  
MUTUAL FOURTEEN**

**November 17, 2015**

**ADJOURNMENT**

President Melody adjourned the meeting at 4:11 p.m. and announced that there would be an Executive Session following to discuss member issues.



Attest

Sue Worthington, Secretary

SEAL BEACH MUTUAL FOURTEEN

cd:11/20/15

Attachments

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

**NEXT MEETING: DECEMBER 15, 2015**



**RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING OF NOVEMBER 17, 2015**

- 11/17/15      RESOLVED, To amend, on a preliminary basis until the 30-day posting period can be completed, Policy 7502.14 – Carport Regulations
- RESOLVED, To approve the request from the shareholder in Unit 20-L to install a patio and cart pad.
- RESOLVED, To approve the request from the shareholder in Unit 48-G to install a golf cart pad, stone facing, power awning, and making the wall higher, and installing a 4-inch mowing strip on the inside of the wall, per plans submitted.
- RESOLVED, To require a double wallboard installation for all kitchen remodels, including both walls and ceilings.
- RESOLVED, To approve the request from the shareholder in Unit 48-A to donate a bus bench and enclosure where the current bench is on Sunningdale Road across from Unit 48-A in memory of her husband Dr. Luke Kim.
- RESOLVED, To amend Policy 7525 – Withdrawal Inspection Process Fee (attached), changing the inspection fee from .5% of the selling price to a flat fee of \$1,200.
- RESOLVED, To contract to reroof 11 buildings (4 buildings are 8 units, and 7 buildings are 12 units) and purchase materials.
- RESOLVED, To contract for 11 roofs, at a cost of \$6,000 per unit, and approve Items 14, 20, 25, 26, and 27 on the worksheet to be included in the bid packet for reroofing Buildings 1, 2, 3, 13, 19, 27, 31, 48, 49, 52, and 53.
- RESOLVED, To approve Shasta White as the roof color for the new Mutual Fourteen roofs.

## PRESIDENT'S REPORT

11/17/15

Good afternoon everyone. I would like to thank you all for participating in your Mutual 14 board meeting.

I would like to welcome our Vice President Erik Solderholm back. He is already back on the job working on landscape. He has been missed and we are happy he is back with us.

Today marks the 6 month anniversary of the current board and it has been a busy 6 months. Good things have been accomplished and the challenges that we face are being addressed. One of those is the roofing needs which we will be reviewing later in the meeting.

There has been a change in how CARE responds to emergency calls. CARE will no longer respond to shareholder calls for help in getting up from a fall or any transportation needs. All emergencies should be called into 911 or Seal Beach emergency dispatch at 562-594-7232. Those calls will have paramedics, the fire department and Leisure World Security respond. CARE will be used only for transport to the hospital at the direction of the paramedics. This is a major change. We've already had two shareholders that fell and were unable to get up and everyone was amazed that 5 firemen, 2 paramedics and Leisure World Security all responded, much to the shareholders' embarrassment. Unfortunately, this new policy has been put into effect by the Orange County Fire Authority and at the present time we have been advised by GRF that they don't know if there are any costs associated with this policy. Information will be forthcoming as GRF receives it.

On a side note while I was doing fire inspections a resident stated "I used to go to the board meetings but don't anymore". I asked her why and she responded "there's no fun anymore watching the back and forth". "It's just business now". I would like to thank the board and the shareholders that do attend for making the meetings "just business". Security is also happy that they don't have to attend and Flo Dartt no longer needs to wear her referee uniform.

As we prepare for upcoming holidays, I would like to wish everyone a happy and safe Thanksgiving.

Respectfully submitted,

Lee Melody, President

**MUTUAL OPERATIONS****DRAFT****RESIDENT REGULATIONS****Carport Regulations – Mutual Fourteen****A. Carport Use**

1. Carports are to be used for parking of self-propelled land vehicles in operating condition; e.g., car, truck, motorcycle, **scooters, golf carts,** ~~three-wheeled vehicle, electric cart, and a~~ power wheel chair; ~~may occupy your carport space in the absence of a car, but not in addition to a car.~~ Stored items **may include two bicycles, one tricycle, one broom, one ladder, one step stool, one shopping cart or wagon, and one dolly or hand truck.** ~~in the carports must be completely contained in the carport cabinets, with the exception of articles noted in number 8.~~ **Vehicles and stored items belonging to a shareholder must not infringe upon another shareholder.**
2. Current fire regulations prohibit the storage of fuel, oil or any combustible materials in the carport areas.
3. All vehicles when parked in the carports must be headed in and must not protrude outward beyond drip line.
4. Mechanical repairs on vehicles are not permitted to be performed in a carport, except for simple flat tire repair or jumping of a battery.
5. In accordance with Seal Beach Municipal Code 9.20.010, any vehicle leaking oil, antifreeze, or any other hazardous material is prohibited from parking in a Mutual carport or on a Mutual street or driveway.
6. In the absence of an authorized vehicle for parking, the carport floor space may NOT be used as a storage area, whether free-standing or in a container. Boats or trailers of any size or kind may not be parked in the carport.
7. If a carport is found to be in violation by the Director assigned to that carport, a notice will be given to the shareholder to seek compliance. The material(s) stored in violation must be removed within ten days of a verbal and/or written notice to the shareholder or the shareholder will be fined according to the Fine Schedule on page 4 of this policy.
8. ~~Two bicycles, one tricycle, one broom, one ladder, one step stool, one shopping cart or wagon, one dolly or hand truck may be stored under the cabinets in the owner's assigned or rented space.~~

**MUTUAL OPERATIONS****DRAFT****RESIDENT REGULATIONS****Carport Regulations – Mutual Fourteen**

- ~~9. Vehicles and other items belonging to one resident must never infringe upon another resident's carport space.~~

**B. Carport Assignments**

1. Carport assignments are controlled by the Mutual Corporation and a record of assignments is kept in the Stock Transfer Office of the Golden Rain Foundation.
  - a. Any vehicle parked in a carport must bear a current vehicle decal issued by the Golden Rain Foundation Security Department, except as stated in Section 2 a. and 2 b. 2.
2. Carport space may not be rented to or used by anyone who is not a shareholder of Mutual Fourteen and a member of the Golden Rain Foundation.
  - a. The carport assignee may allow temporary, short-term parking of a vehicle used by a house guest. **A temporary parking permit must be filled out and signed by a Director and placed on the vehicle's dashboard lower left corner. (Permits available at Stock Transfer.)** ~~A note containing the date, resident's name and unit number should be placed on the vehicle dashboard visible from outside the vehicle. <http://www.allmutuals.info/grf-mutual-info/temporary-parking-permit.pdf>~~
  - b. Shareholders may rent their assigned carport for use by another Mutual Fourteen shareholder for a self-propelled land vehicle in operating condition with notification to the President of Mutual Fourteen and proper registration with Golden Rain Foundation.  
**A shareholder temporarily using the assigned carport of another shareholder for less than one month must obtain a temporary parking permit to be filled out and signed by a Director and placed on the vehicle's dashboard lower left corner. (Permits available at Stock Transfer.)**
    - 1) Rentals intended for longer than a month shall be registered with Golden Rain Foundation by the completion of a Rental Form filed with the GRF Stock Transfer Office, with copies to the Mutual Corporation and to Security. <http://www.allmutuals.info/grf-mutual-info/Carport-rental-form.pdf>
    - 2) A shareholder temporarily using the assigned carport of another shareholder for less than one month need only notify the President and have a note containing the date, shareholder's name and unit number on the dashboard or in a location visible from the outside.

**MUTUAL OPERATIONS****DRAFT****RESIDENT REGULATIONS****Carport Regulations – Mutual Fourteen**

- 3) The rental is only temporary and is valid only so long as both participating parties agree.
  - 4) The rental is automatically terminated by the transfer of ownership of either party's unit.
  - 5) At all times, the Mutual Corporation retains the authority to revoke and cancel a carport rental agreement at its discretion.
3. Cars or self-propelled land vehicles parked in a carport in violation of the carport policy herein stated may be towed without further notice in accordance with Policy 7582, Towing, provided that two directors sign the directive for towing.

**C. Carport Maintenance**

1. Shareholders may take reasonable steps to protect their vehicles from damage caused by birds or wild animals.
  - a. Wildlife-friendly methods of discouraging bird nesting and droppings, including hanging of CD or DVD discs, metal or wooden slants to block perches, wire, fishing line or store-bought deterrents are allowed.
2. Carports shall be maintained by the Shareholder by removing unsightly oil, anti-freeze coolant, grease, and emission spots.
  - a. Shareholders shall remove all oil spots upon discovery. If shareholder fails to remove the spot(s), the shareholder shall be notified of the spill and be given ten business days to have the spot(s) cleaned up. If the shareholder does not remove the spot(s), the Mutual Corporation shall have them removed at the expense of the shareholder.
  - b. Shareholders may request or use any professional spot and oil removal group of their own or may request that Mutual Fourteen commission the removal and authorize charging the fees to their unit at any time, with or without notification to remove.

**D. Secondary Carport Storage Cabinets**

1. Shareholders are permitted to have a secondary carport storage cabinet installed beneath the existing cabinet with the approval of the Board of Directors and a permit from the GRF Physical Property Department. A licensed contractor or



**MUTUAL OPERATIONS****DRAFT****RESIDENT REGULATIONS****Carport Regulations – Mutual Fourteen**

handyman\* shall build the cabinet per the dimensions and specifications shown on page 5. Paint and hardware must match the existing cabinet. Shareholders are responsible for maintaining and repairing any damage to the carport cabinets.

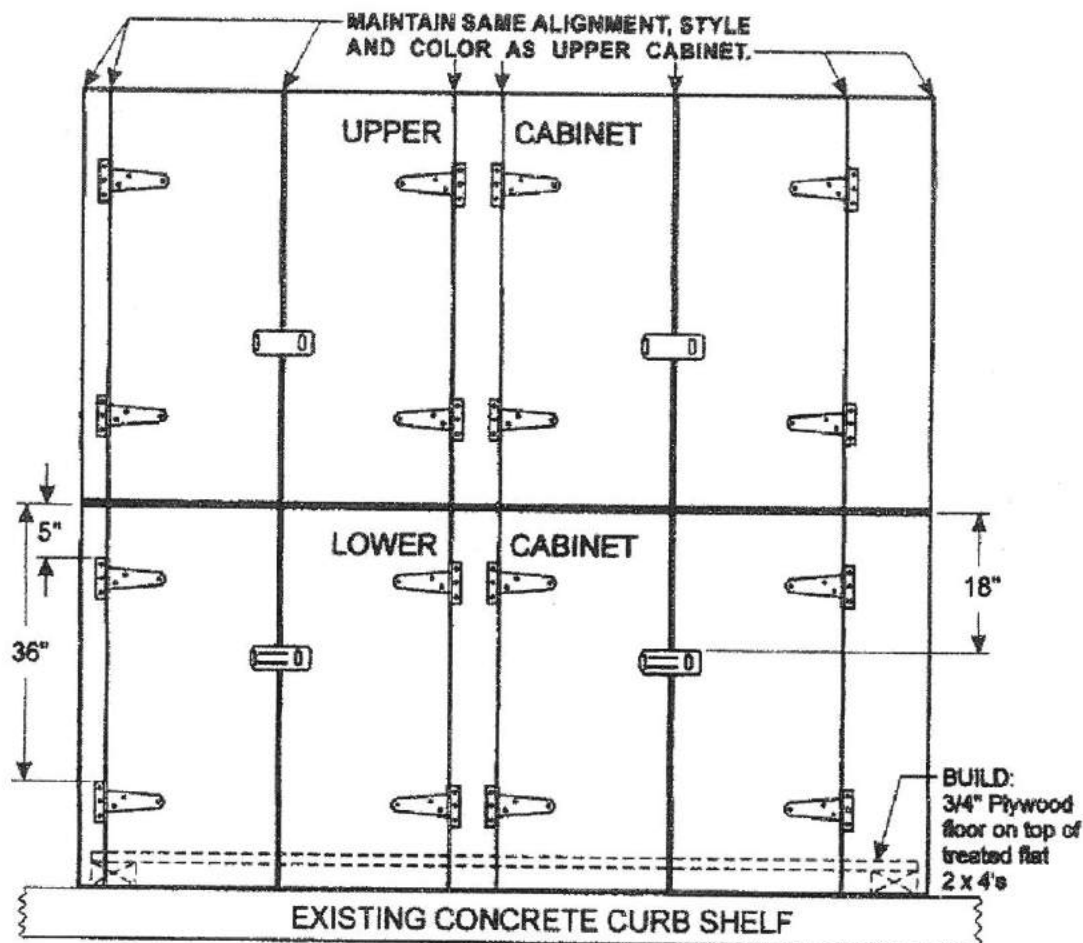
\*Policy 7401, Contractor License, states that the Mutual will not permit an unlicensed individual to perform work in the Mutual that costs more than \$500.

2. Shareholders that install a secondary carport storage cabinet without the prior written approval of the Board of Directors and a permit from the GRF Physical Property Department will be subject to the Fine Schedule. If a shareholder installs or constructs a secondary carport storage cabinet that is not in compliance with the specifications shown on page 5, the Mutual Board of Directors may issue written notice of the violation and the shareholder shall have ten days to "cure" the violation (the "Cure Period"). If shareholder fails to cure the violation within the Cure Period, the Mutual Board of Directors may fine the shareholder pursuant to the Fine Schedule shown below.
3. Any vehicle parked in a carport with secondary cabinets installed must not extend beyond the carport drip line. Secondary cabinets are non-standard items and may need to be removed at the seller's expense upon the sale or transfer of the unit.

**E. Fine Schedule**

Shareholders that fail to comply with the Carport Regulations may be fined by the Mutual Board if Directors pursuant to the following progressive fine schedule:

1. Upon the first offense by the shareholder, the Mutual Board may issue an initial fine of \$50. Shareholder has five days to appeal to the Board prior to the imposition of a fine. Appeals will be voted on by the Board in Executive Session.
2. If the shareholder fails to cure the Carport Regulation violation within 30 days after the issuance of the first offense fine, the Mutual Board of Directors may issue a second offense fine of \$100.
3. If the shareholder fails to cure the Carport Regulation violation(s) within 30 days after the issuance of the second offense fine, the Mutual Board will have Service Maintenance remove and/or correct the items in violation and charge the expense to the shareholder. All items removed will be considered to have been abandoned and therefore will not be returnable at a later date.

**MUTUAL OPERATIONS****DRAFT****RESIDENT REGULATIONS****Carport Regulations – Mutual Fourteen****NOTES:**

1. Lower cabinet will vary from 46 1/2" TO 48" in height. Build accordingly.
2. Lower cabinet front must be flush with existing concrete curb shelf.
3. Block all areas between upper and lower cabinet to prevent rodent intrusion.
4. Install 4' long standard size wheel stop and secure with two 5/8" Zinc plated Hex head bolts and Zinc plated Fender washers, use appropriate concrete anchors. (Solid plastic stops are preferable) Adjust distance for specific vehicle.

**MATERIALS:**

1. HASP = Masterlock No. 704DPF - Big Paint Store - \$6.50 ea.
2. HINGES = Stanley, SKU-218272 Heavy Duty Gate Hinge - Hardware Source - \$2.49 ea.
3. Use quality 3/4" exterior plywood on front, doors and sides with the same or better finish as the top cabinets and calk where needed.
4. Prime and paint all visible surfaces, inside and out.

**MUTUAL ADOPTION**

FOURTEEN: 02-11-72  
24-12, 11-27-12, 04-23-13

**AMENDMENTS**

09-23-88, 11-10-99, 12-08-99, 08-23-11, 09-27-11 04-

(Draft created 10-20-15)



**Mutual 14**  
**GRF Report**  
**November 24, 2015**

According to a story a few months ago in the Orange County Register, an improving job market and ongoing barriers to buying a home are driving up apartment rents in Orange County at the fastest pace in eight years.

The new average asking price for a 2 bedroom apartment in the county is \$1,848 – an all-time high, and 6.9 percent more than a year ago, this according to a second-quarter survey from apartment tracker firm RealFacts.\*

I tell you this to remind everyone what a bargain we have here in Leisure World. Almost all of our Mutuals have total monthly assessments under \$500 per month. But this incredible housing bargain has come at a cost with neglect of an aging infrastructure.

During yesterdays wind storm a section of the old Westminster wall broke in a horizontal line and approximately 25 feet of the wall toppled over. There was no damage to anyone or any property other than the wall itself. But this deficiency has been known since 2003 when an inspectors report advised the GRF to replace the wall immediately. This project alone is expected to cost well over one million dollars. Last week, during an inspection for preparation of an El Nino winter it was discovered that the debris and storm water catch basins and drains have, to no ones memory, ever been serviced. Further, some of the drain grates have been welded shut. Needless to say, the board will be taking immediate action on an inspection and cleaning but this will be an un-budgeted expense of approximately \$50,000. Fortunately the foundations reserve fund is more than sufficient to meet almost any unexpected incident. I tell you of all this because while our reserves are sufficient for the present, I personally do not believe that will be so in the future. Our reserves are currently      % of fully funded. Too many years of neglect have caused strain on our infrastructure, and soon the piper must be paid.

**Mutual 14  
GRF Report  
November 24, 2015**

While we here in Mutual 14 experienced no major power outages others were not so lucky. Clubhouse 5 had intermittent power for most of the day. The Administration offices had to be closed and the employees sent home due to the outage. Mutuals 3, 4, 5, 6, 11 & 12 experienced major problems. Some power outages were only for a brief time, while other areas were not restored until late in the afternoon. By 9:00 pm 75% of our community had their power restored and by 2:00 am the entire community had power.

The quality and care of our staffs response should be noted. Security and Physical Properties worked into the night to keep us informed of any damage.

In more mundane news:

When the repaving of the Clubhouse 3 & Library Patio area is complete. there will be new planters for trees and umbrella tables and chairs for everyone's comfort. The Recreation Committee will be placing vending machines nearby for refreshments.

The Communications Committee has a new Chairperson. Marjorie Greer of Mutual 8 has filled the seat of the late Larry Blake. By the way, the news has not been censoring letters to the editor. The fact is, there have been no letters lately!

Recently, a new insurance package for the community was renewed, it showed an expected increase just under what was budgeted but still amounted to an increase of almost 19% from last years premium. It is believed by all that this increase was due to the fires we have suffered in the last year. Total premium is \$2,080,320. The Executive Committee is working on an ethics policy for the entire board. You may hear rumors of enormous bonuses given to staff. You should know that these people were instrumental in lowering our workers comp insurance costs. The committee felt it only fair that the workers should share in the savings they worked so very hard to achieve.

You may have seen the nearly completed remodeling of the health care center bus stop area. There are new safety railings and

**Mutual 14**  
**GRF Report**  
**November 24, 2015**

parking spaces for golf carts as well as better handicapped parking spaces. Coming soon to the area will be new bus benches under the canopy, new umbrella tables and chairs in the area near the amphitheater as well as the placement of our refinished astrolabe. Additionally, repairs for the golf course fountain are being investigated. In the spring I imagine, will begin the repaving of St. Andrews Drive south of Golden Rain Rd. New features will be a wider median, wider walkways along the adjacent carports and other safety features including shrinking the road down to one lane each way. There will also be safety improvements down at the south exit gate.

In recreation, an additional "step machine" will be purchased for the exercise room and a proposed "Pickle Ball" court is under study for the un-used shuffle board court behind clubhouse 2

The Security Bus and Traffic Committee is studying our bus routes and looking for ways to both save money on replacing old equipment as well as more day routes to surrounding entertainment and shopping areas. Suggested destinations are: Marina Pacifica for the movie theaters and Barnes and Noble bookstore and 2nd St. in Belmont Shore for dining and shopping. The committee is also working with the Los Angeles Angels baseball team to have a Leisure World Night with buses provided to and from the game. The same goes for both the LA Lakers & Clippers basketball teams. Let's hope these are successful.

The GRF has a sub-committee, the Facilities and Amenities Review Committee has been looking carefully at all the meeting areas of the community. A recent change is that the entire newspaper staff is now all on the 1st floor of the news building. The video Producers Club is planned to take the vacated upper level of the newspaper building. The Pool, or Billiard room in clubhouse 3 will soon be the new home of the computer club. Their former space is currently planned to be a new satellite office for security. Instead of the difficult pedestrian traffic at the front gate, you will soon be able to get your vehicle stickers at a

**Mutual 14  
GRF Report  
November 24, 2015**

more central location with better parking and access. Last month, I reported to you on the Orange County Council on Aging. That organization will be opening an office to serve shareholders on the first floor of clubhouse 5.

For those of you who are unaware, a major updating is in the works for clubhouse 4. This building has had almost no work done on it since it was built in the 1970's. New wood plank style vinyl flooring has been selected. New carpeting is planned for the stage area and new technical enhancements are in the works, including large screen TV's so shareholders can follow along and see the same documents the board sees.

And lastly, Thanksgiving and the holiday season is almost upon us. I have much to be thankful for, but I especially wish to thank all of you for your friendship, your neighborliness and the pleasure of serving you.

Happy Thanksgiving!

Respectfully Submitted

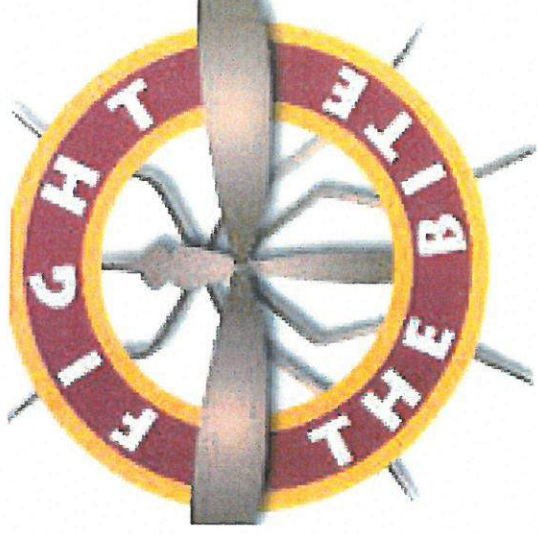
Barry Lukoff  
GRF Director Mutual 14

\*Some details of the RealFacts report, and another apartment market survey released Wednesday by commercial data provider Reis Inc., include: RealFacts pegged big-complex rents at \$1,848 a month this past spring, up \$119 a month from the spring of 2014.

RealFacts numbers are based on surveys of complexes of 90 units or more, the priciest third of Orange County's 427,000 rental units.



# O.C. Vector-Leisure World Mosquito/WNV Abatement Plan



# Mosquitoes

- Mosquitoes have four stages in their life cycle: **egg**, **larva**, **pupa**, and **adult**. The first three stages are aquatic.
- Only female mosquitoes are blood feeders.





# Mosquito and West Nile Virus (WNV) in 2014.

- 280 individuals infected with WNV.
- Of the 280 infected with WNV, 9 individuals succumbed to the infection.
- Only 9 deaths were reported in the previous 10 years.



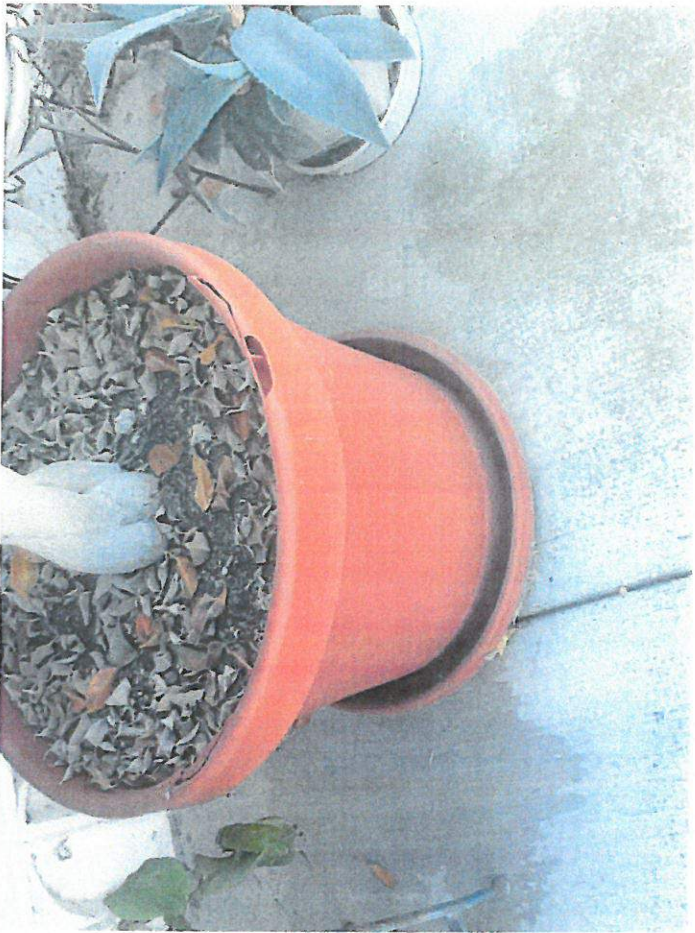
# Mosquito and West Nile Virus (WNV) in 2015

- Mosquito/WNV started in March in the city of Tustin.
- 75 human infection, 3 deaths 70 birds, 520 trapped mosquitoes have tested positive for WNV.
- Average mosquitoes trapped in LW 40.
- Average in Aug. 111-137, Sept. 24th 31, Oct. 2nd 176, Oct. 29th 180 – 1 positive.


# Mosquito Sources in LW

- Flood channel along LW and the Hayes Power Plant.
- Flower pot saucers.
- Cups, buckets, and open jars.
- Water valve boxes
- Areas where water pools in ground surface.
- \*Teaspoon of water will hold 100 larva\*









# Protect Yourself and Stop Mosquito Breeding Grounds

- Dump standing water, report any areas where water pools for more than 7 days.
- Inspect door and window screens.
- Wear long sleeve shirts if outdoors during dusk or dawn.
- If outdoors use repellents with “deet” or “picaridin”







# O.C. Vector

- Orange County Mosquito and Vector Control District.
- 13001 Garden Grove Blvd, Garden Grove, CA 92843-2102
- Phone: 714/971-2421
- Website: [ocvd.org](http://ocvd.org)

**1. MUTUAL ESCROW ACTIVITY**

- **Prelisting Inspections**
  -
- **New Buyer Orientations**
  - 24A
  - 52H
  - 17A - NRI
- **Close of Escrows**
  - 24A
  - 23C

**2. MUTUAL PERMITS**

- See attached spreadsheet

**3. MUTUAL PROJECTS**

- **V-ditch**
  - Replacement of plate at 12F/G, plate is on order and should arrive soon.

**4. MUTUAL CONTRACT WORK**

- So Cal Fire Protection – Contracted for laundry room fire extinguishers
- Landscape - Contracted with Pinnacle landscape
- Pest Control - Contracted with Fenn Pest Control

**5. MUTUAL and SHAREHOLDER REQUESTS**

- 20L – patio request (see attachment)
- 48G – patio request ( see attachment)
- 04H – skylight rod
- 22B – smelly water
- 31A – attic smell
- 13K – roof leak
- 48D – window sill
- 18B – escrow questions
- 48G – patio discussion, policy
- 49C – termites, to Fenn
- 50F – stain on ceiling, ok
- 18E – check on stove top



## PHYSICAL PROPERTIES REPORT

11/17/15

We are fortunate that the high winds of yesterday caused no damage to our buildings. One tree was blown over in front of building 53, which was immediately removed

In the past month we have not received any Intent to Withdraw notices.

Fire Inspections have been completed. Notices of non-compliance have been sent with follow up inspections scheduled for November 23. At that time an inventory was taken of all Mutual owned appliances and fixtures, which will assist the budget committee in forecasting on future budgets. One item of interest is that we have 30 original water heaters which were built to Navy specifications for submarines in WWII.

Physical Properties has recommended that Mutual boards consider requiring double wallboard installation for all kitchen remodels, including both walls and ceilings. This could slow down the spread of kitchen fires to and from neighboring units. This can be done by Resolution and put into effect immediately.

A review of Mutual 14 roof replacement and recommendations will be at 3 p.m. this afternoon.

The board has a request from Mrs. Grace Kim 48-A to be allowed to donate a bus bench and enclosure where the current bench is on Sunningdale across from 48-A in memory of her husband Dr. Kim.

The battery program continues thanks to Jack who has replaced more than 18, saving us \$11 per unit. Don't forget if your water or smoke alarms are chirping, call Jack at 562-240-5169.

Respectfully submitted,

Lee Melody, Chairman Physical Properties Committee



*It's Fall in Our Hometown*

## The Mutual Administration Director's Report Carol Weller

### Please Register Your Pet



Pet Registration is Required Under **Policy 7501**



Your neighbors' gardens are for their use: but also to enhance the community for everyone's benefit and aesthetic enjoyment.....Please respect your neighbors and keep your pet on a leash no longer than 6 feet and avoid using the neighbors' garden areas, mutual pole lights or decorated tree wells as your pet's restroom.

- Pets are an important part of our community and our family.
- Please register your pet at the Stock Transfer Office.
- You are required to provide proof of insurance with liability coverage.



There's a chill in the air.....please be careful of space heaters. Check the cords and be safe and warm - electric blankets too!!!



### El Nino is Coming – Be Prepared

Please continue to conserve water. Though there is a predicted rainy year ahead....that does not change the State of California water conservation requirements.



**YOUR BOARD OF DIRECTORS**.....Get to know your Board of Directors...Their workday is long and sometimes arduous....Please show your support. There are many ways for you to serve your community in a voluntary manner, such as Building Captains, Advisory Director, committee participant and most importantly...when election time comes around **RUN FOR YOUR BOARD OF DIRECTORS**. Be part of the solution to help make your community an active part of the larger "Our Hometown" which is Seal Beach Leisure World. **YOU ARE THE MOST IMPORTANT ASSET YOUR MUTUAL HAS!!!!**



# Emergency Preparedness

Is Everyone's Responsibility



Things you'll need in an emergency!

GRAB & GO BAG	BUCKET WITH COVER
PERSONAL ITEMS	Large Flash light
<b>MEDICINES - Important</b>	Large plastic bag
Toothbrush/Paste	Heavy gloves
Chap Stick	Portable radio
Comb	Nutrition bars
Anti-Bacterial lotion	Canned meat
Hand lotion	Can opener
Eye glasses & sun glasses	String & duck/masking tape
Keys for house and car	Large scissors
Cash in small bills	Extra Batteries
Bottled Water	Hydrogen peroxide
OTHER ITEMS	Paper towels
Wipes	Mess kit/plate/silverware/cup
Toilet paper	
First aid kit	COPIES OF IMPORTANT PAPERS
Vinyl gloves	Drivers license
Plastic bags	Credit card/front & back
Paper tablet and pens	Insurance policy # - Phone #
Flashlight	For House, Car, Health
Pants, shirt, hat, jacket	House inventory or pictures
Water bottle	Phone for family and friends
Whistle	Bank Account Info
Emergency blanket	Emergency Contact
Deck of cards	Personal Physician – Name & Phone #
Small scissors	
Multi-purpose knife	
Clock or wristwatch	
Kleenex tissues	
Dust mask	

**MUTUAL OPERATIONS****RESIDENT REGULATIONS****Withdrawal Inspection Process Fee****RESOLUTION:**

That Mutual No. \_\_\_\_\_ will charge a \$500 (or see below) fee for the inspection process when a share of stock is listed for sale, effective \_\_\_\_\_ (see below).

<b><u>MUTUAL AND ADOPTION</u></b>		<b><u>AMENDED/AMT.</u></b>	<b><u>EFFECTIVE DATE</u></b>
ONE:	01 Aug 89		
TWO:	01 Aug 89		
THREE:	01 Aug 89	04-12-13/\$1,000	05-01-13
FOUR:	01 Aug 89		
FIVE:	01 Aug 89	08-19-15/\$1,000	08-19-15
SIX:	01 Aug 89		
SEVEN:	01 Aug 89		
EIGHT:	01 Aug 89	07-22-13/\$1,000	07-23-13
NINE:	01 Aug 89	03-13-13/\$1,000	04-01-13
TEN:	01 Aug 89	08-27-14/\$1,000	08-27-14
ELEVEN:	01 Aug 89	09-17-15/\$1,000	
TWELVE:	01 Aug 89		
TWELVE:	01 Aug 89		
FOURTEEN:	01 Aug 89	09-18-15/.5% of selling price	09-18-15
		11-17-15/\$1,200	11-17-15
FIFTEEN:	01 Aug 89	04-15-13/\$1,000	05-01-13
SIXTEEN:	01 Aug 89	03-18-13/\$1,000	04-01-13
SEVENTEEN:	Not Applicable		

(Nov 15)

## CFO Report

November 17, 2015

We currently have \$207,611 in our BNY Mellon money market account, which has accumulated in cash from the maturity of our bonds. We still have \$113,019 invested in the BNY bond portion, \$60,000 of which will mature in the next year. We also have \$309,146 in our U.S. Bank account which is used for operations. About \$200,000 is excess. That gives us a liquid amount of about \$400,000 for the board to decide whether to use it for future projects or invest into CD's or bonds.

The budgets for all of the mutuals are finished and attached is a carrying charge comparison report.

### Service Request Orders for October:

Type	\$ Labor	\$ Material	\$ Total
01 Standard	2,418.00	1,379.74	3,797.74
03 Resident	507.00	661.18	1,168.18
04 Escrow Seller	1,072.50	674.43	1,746.93
09 Escrow Mutual	263.25	157.60	420.25
Total 108	4,572.75	4,983.41	9,556.16

Respectfully Submitted

Jack Faucett  
CFO

1014 Seal Beach Mutual No. Fourteen  
Financial Statement Recap  
10/31/2015

Page: 1

P.O. Box 2069  
Seal Beach CA 90740

Oct Actual	Oct Budget		2015 Y-T-D Actual	2015 Y-T-D Budget
77,670	77,448	Carrying Charges	775,482	775,513
23,557	23,557	Reserve Funding	235,569	235,570
<b>101,227</b>	<b>101,005</b>	<b>Total Regular Assessments</b>	<b>1,011,051</b>	<b>1,011,083</b>
826	1,000	Service Income	10,112	10,000
1,813	1,742	Financial Income	21,538	17,420
2,534	886	Other Income	14,339	8,860
<b>5,173</b>	<b>3,628</b>	<b>Total Other Income</b>	<b>45,989</b>	<b>36,280</b>
<b>106,400</b>	<b>104,633</b>	<b>Total Mutual Income</b>	<b>1,057,040</b>	<b>1,047,363</b>
45,776	45,776	GRF Trust Maintenance Fee	458,793	458,793
8,055	9,342	Utilities	83,586	93,420
295	1,168	Professional Fees	11,235	11,680
0	0	Office Supplies	78	0
18,210	18,841	Outside Services	187,812	188,410
2,325	5,950	Taxes & Insurance	71,177	59,500
23,557	23,557	Contributions to Reserves	235,569	235,570
<b>98,218</b>	<b>104,634</b>	<b>Total Expenses Before Off-Budget</b>	<b>1,048,250</b>	<b>1,047,373</b>
<b>8,182</b>	<b>(1)</b>	<b>Excess Inc/(Exp) Before Off-Budget</b>	<b>8,790</b>	<b>(10)</b>
<b>8,182</b>	<b>(1)</b>	<b>Excess Inc/(Exp) After Off-Budget</b>	<b>8,790</b>	<b>(10)</b>
		<b>Restricted Reserves</b>		
43	0	Appliance Reserve Equity	387	0
538	0	Painting Reserve	15,763	0
500	0	Landscaping Reserve Equity	17,000	0
12,382	0	Roofing Reserve	1,640,977	0
1,187	0	Emergency Reserve Equity	66,614	0
6,485	0	Infrastructure Reserve	68,342	0
<b>21,134</b>	<b>0</b>	<b>Total Restricted Reserves</b>	<b>1,809,084</b>	<b>0</b>



Office of the Mutual Administration Director  
November 2015

**Mutual Carrying Charge Comparison Report**

Mutual	No. of Apts.	Carrying Charges 2016	Change from 2015
One	844	\$331.63	+\$ 2.45
Two	864	\$369.00	+\$33.55
Three	432	\$316.69	+\$ 8.31
Four	396	\$337.71	+\$9.32
Five	492	\$315.12	+\$18.84
Six	408	\$296.40	*\$00.00
Seven	384	\$349.95	+\$ 9.36
Eight	348	\$309.40	+\$21.42
Nine	384	\$323.76	+\$32.76
Ten	276	\$307.94	+\$12.00
Eleven	312	\$334.91	+\$18.25
Twelve	452	\$330.45	+\$24.77
Fourteen	328	\$323.14	+\$14.93
Fifteen	502	\$341.82	+\$ 9.95
Sixteen	60	\$361.68	+\$14.56
Seventeen	126	\$330.00	+\$12.88

Mutual	Highest/ Lowest Ranking	Carrying Charges 2016	Mutual	Highest/ Lowest Ranking	Carrying Charges 2016
Two	1	\$369.00	Seventeen	9	\$330.00
Sixteen	2	\$361.68	Nine	10	\$323.76
Seven	3	\$349.95	Fourteen	11	\$323.14
Fifteen	4	\$341.82	Three	12	\$316.69
Four	5	\$337.71	Five	13	\$315.12
Eleven	6	\$334.91	Eight	14	\$309.40
One	7	\$331.63	Ten	15	\$307.94
Twelve	8	\$330.45	Six	16	\$296.40



# Landscape Committee Report

November 16, 2015

This month Pinnacle Landscaping gave us a proposed increase in our monthly contract to take effect on January 1<sup>st</sup>. The increase is 4.5% or \$391.91 per month. Members of the Landscape Committee reviewed the contract and found deficiencies in duties as stipulated in the contract. Therefore the board decided to send out requests for bids on a new contract for our mutual. We have asked that the bids be returned for consideration by December 14<sup>th</sup> for the board's consideration at the December meeting.

We are still monitoring the lawns for areas with fungus and the committee will take steps to correct those areas. Gutter cleaning was also accomplished this month. We will continue to monitor gutters too.

The committee would like to thank Ann Pepper and Rod Laplante for donating a Michelia Magnolia to the mutual verging building 52.

Respectfully Submitted

Erik Soderholm and Jack Faucett

## Emergency Preparation Committee

October 28, the Emergency Preparation "recap" meeting was held. Together with the Committee and comments from interested parties, the following suggestions were made:

- There needs to be a SIGNAL for the beginning of the Earthquake, possibly a bullhorn, so that people know when the earthquake "hits".
- The Captains, Shed Supervisors and Directors need CLEAR instructions of their duties in a brief form.
- The Captains and Shareholders would prefer to go to the Shed closest to their units rather than where their specific Director is located.
- The top of the Disaster Information Report forms should be completed prior to the Shakeout.
- There needs to be an actual DEMONSTRATION of how the drill is to be handled by each participant.
- A Social, such as a potluck or coffee break with cookies, should be held afterwards to encourage participation.

As a result, I have posted an abbreviated list of tasks for the Captains, Shed Supervisors and Directors on the doors of the Sheds. Remember the IMPORTANT thing is to accomplish the check of the buildings and verify that the Shareholders are safe and don't need assistance. The Tasks are intended to accomplish this goal, but they are NOT the only way to accomplish the goal. Use what works for you.

Also, there is a need to have maintenance done on our Propane Generators. Choosing propane over gas for the generators put Mutual 14 in line with the majority of the Mutuels and allowed insurable storage, but the generators still need to be started periodically to keep the batteries working. Several qualified Shareholders have been asked to help, but no one is willing to provide this service. If we do not obtain a volunteer prior to the next meeting, I will be asking the Board to hire a firm to provide this maintenance.

Respectfully submitted,

*Carol Johnstone*

## Caregiver Committee Report

11/17/15

We continue to work on getting caregivers registered, both those who work individually and those that work for agencies. Last month 8 additional caregivers were registered in Mutual 14, bringing our total registered caregivers to 31.

Respectfully submitted,

Peggy Henry

## Pet Committee Report

11/17/15

Our current pet population is:

37 dogs, 15 cats and 4 birds.

As a reminder, dogs are to be kept on a 6 ft. leash, not a retractable leash. Also dogs are not allowed to go into the garden areas.

Long Beach Animal Control is planning a sweep of Leisure World at some point in the future where they will go house to house, to check to see if dogs are licensed with the city and registered with Leisure World. Unlicensed dogs will be given a summons. Long Beach Animal Control is responsible for Seal Beach and you can go to their website [www.LongBeachAnimalCareServices.com](http://www.LongBeachAnimalCareServices.com) or call 562-570-7387. I also have some Pet License Application forms if anyone would like one.

As shareholders in the Mutual, it is each of our responsibility to report violations of the pet policy which can impact our neighbors. This can be done by contacting your Building Director, Security and/or me directly at 562-296-8361.

Respectfully submitted,

Peggy Henry

# SIGN-IN SHEET

## BOARD OF DIRECTORS MEETING MUTUAL NO. FOURTEEN DATE: NOVEMBER 17, 2015

	GUEST NAME
1.	Sara Spannenberg
2.	Millie Sorenson
3.	Sandy Tessier
4.	Doris Anderson
5.	Ken Harpham
6.	Connie Moore
7.	Linda Banez
8.	Bob Kraus
9.	Flo Dartt
10.	Donna Melody
11.	Les Jorgenson
12.	Ted Palango
13.	Joan Palango
14.	Rosemary Serbu
15.	Gordon Phillips
16.	Demetra Monios
17.	Susan Simon
18.	Kathy Palmateer
19.	Julie Faucett
20.	Natalie Nicholson