

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FOURTEEN
Tuesday January 15, 2019
Meeting begins 1:00 p.m.
Building Five Conference Room B

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE & WELCOME
2. SHAREHOLDER COMMENTS (2-3 minutes per shareholder, agenda items only)
3. ROLL CALL
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):
 - Mr. Lukoff, GRF Representative
 - Mr. Ankeny, Executive Director
 - Mr. Rocha, Security Services Director
 - Mr. Weaver, Facilities Director
 - Ms. Hopkins, Mutual Administration Director
 - Mr. Black, Building Inspector
 - Mrs. Aquino, Recording Secretary
5. APPROVAL OF MINUTES:
 - Regular Meeting Minutes of December 18, 2018**
 - Special Meeting Minutes of January 4, 2019 (p. 3)**
6. BUILDING INSPECTOR'S REPORT Mr. Black
 Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p.4)
 a. Discuss and vote to approve/deny bonding approval for Unit 28-L (p. 5)
7. **GUEST SPEAKER** **Mr. Rocha**
 a. Introduction of New Security Services Director (p. 6)
8. **GUEST SPEAKER** **Mr. Weaver**
 a. 2019 Mutual Projects
9. GRF REPRESENTATIVE Mr. Lukoff
10. SECRETARY / CORRESPONDENCE Ms. Worthington
11. PRESIDENT'S REPORT Mr. Melody
12. VICE PRESIDENT'S REPORT Ms. Jorgenson
13. CHIEF FINANCIAL OFFICERS REPORT Ms. Rosenfeld
14. **UNFINISHED BUSINESS**
 None

STAFF BREAK BY 3:00 p.m.

15. **NEW BUSINESS**
 - a. Discuss and vote to approve/deny the Buying and Selling Process Handout (p.7-16)
16. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
17. ANNOUNCEMENTS
 - a. **NEXT BOARD MEETING: Tuesday, February 19, 2018 at 1:00 p.m.
Building Five Conference Room B**
18. COMMITTEE REPORTS
 - a. Physical Property Committee Report Mr. Stefun
 - b. Landscape Committee Report Mr. Melody
 - c. Emergency Information Report Ms. Jorgenson
 - d. Caregivers Committee Report Ms. Simon
 - e. Pet Committee Report Ms. Moore
 - f. Patio Compliance Committee Ms. Simon
19. DIRECTORS' COMMENTS
20. SHAREHOLDER(S)' COMMENTS (2-3 MINUTES)
21. ADJOURNMENT
22. EXECUTIVE SESSION

STAFF SECRETARY WILL LEAVE THE MEETING BY 4:00 p.m.

**MINUTES OF THE SPECIAL MEETING OF
THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FOURTEEN
January 4, 2019**

A Executive Meeting of the Board of Directors of Seal Beach Mutual Fourteen was called to order by President Melody at 1:00 p.m. on Friday, January 4, 2019 in the Physical Property Conference Room Two.

Those members present were: President Melody, Vice President Jorgenson, Secretary Worthington, CFO Rosenfeld, and Directors Simon and Stefun.

The purpose of this meeting was to discuss and review the submitted re-roofing quote for five Buildings.

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

RESOLVED, To approve the contract with Roofing Standards, at a cost not to exceed \$8,650 per unit, for a total cost not to exceed \$484,400 for 56 units.

The MOTION passed unanimously.

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

RESOLVED, To authorize GRF Physical Property to prepare a contract with Roofing Standards amount not to exceed \$484,400 for 56 units in Buildings 2,3,4,5, and 12 and authorize the President to sign the contract.

The MOTION passed unanimously.

President Melody adjourned the meeting at 2:07 p.m.

Attest

Susan Worthington, Secretary
SEAL BEACH MUTUAL FOURTEEN
ka:01/10/19

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(14) FOURTEEN**

INSPECTOR: **Kevin Black**

DATE: **October 16th 2018**

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
14-02A	remodel/repipe	both	09/05/17	03/01/17	no	underground 9/20/17-roug	Kress
14-30H	replace door and ext	GRF	07/02/18	07/29/18	no		mp construction
14-17D	hvac ducted repl.	both	10/10/18	01/30/19	no		greenwood
14-19E	remodel	both	11/01/18	02/01/19	no	underground 12/10/18/bi	ogan
14-49E	remodel	both	11/01/18	03/29/19	no	footing 12/22/18	kang
14-51D	ducted hvac repl.	both	01/02/19	04/02/19	no		greenwood
14-29G	repl. X2 sola tubes	both			no	12/6/18 fail	sola tube home
14-3B	shower remodel/floor	both	12/27/18	04/20/18	no		nationwide
ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
14-24L				12/22/17			
14-3B		02/28/18	12/04/18	12/04/18	12/14/18		
14-14D		10/02/18					
14-2I		10/26/18					
14-33B		11/01/18					
14-3G		11/20/18					
14-31G		12/31/18					
14-20D			01/04/19	01/04/19			

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

CONTRACTS / PROJECT	
CONTRACTOR	PROJECT
Fenn Pest Control	termite and pest control - new contract, two days a week for service, - Mondays 8-12 for pests - Wednesday 8 -4 for termites and pests
J and J Landscaping .	Landscap: on going landscape - new landscaper
Roofing Standards	Roofing: pricing in for these bldgs. 2,3,4,5 and 12, setting up contract now
Kress const.	stove hoods: same pricing from Kress for bldgs.. 3,4,5,12 bldg. 2 is 100.00 more for each
BA const,	attic work/termite damage and fascia paint: same pricing as maintenace for BA construction

Shareholder and Mutual Requests	
28L Bonding discussion for remodel	
14C check on shower crack	
24A check on wall tile	
53E termite damge at window	
2A check on wall	
special meeting roofing 1/4/19	

Mutual Corporation No. Fourteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY BONDING APPROVAL FOR UNIT 28-L (BUILDING INSPECTORS REPORT ITEM B)
DATE: JANUARY 15, 2019
CC: MUTUAL FILE

At the November 20, 2018, the Board of Directors postponed discussion regarding the Bonding Approval submitted for Unit 28-L.

On January 15, 2019 the Board of Directors will vote to approve/deny the Bonding Approval for Unit 28-L.

I move to approve/deny the Bonding Approval submitted for Unit 28-L, with work to be completed by L and S Core Construction.



Leisure World Seal Beach is pleased to welcome our new Security Services Director, Victor Rocha.

Victor is a security and safety professional with over 25 years of private sector experience. Throughout his career, Victor has successfully developed and implemented comprehensive security, workplace violence, emergency management and loss prevention programs for HOA communities and high-profile businesses throughout the United States.

As a former police officer and detective with the Los Angeles Police Department, his efforts in security and safety earned Victor the LAPD Southeast Division's prestigious "*Officer of the Year*" award in 1990.

Victor is a long-standing member of the Association of Threat Assessment Professionals and earned his B.A. in Criminal Justice from California State University, Fullerton.

Mutual Corporation No. Fourteen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY THE BUYING AND SELLING
PROCESS HANDOUT (NEW BUSINESS ITEM A)
DATE: JANUARY 15, 2019
CC: MUTUAL FILE

At the December 6, 2018 Presidents Council meeting the Buying and Selling Process Handout was submitted to all Presidents for review. It was asked of the Council that this be placed on all January agendas for approval by all Mutual Boards.

I move to approve/deny that the Buying and Selling Process Handout, prepared and submitted by GRF, be placed on Seal Beach Leisure World Website and further to be submitted to all Real Estate Agents and be included in the new buyer packet.



SEAL BEACH LEISURE WORLD BUYING AND SELLING HANDOUT

Golden Rain Foundation
December 4, 2018



INTRODUCTION



Seal Beach Leisure World (SBLW) is a gated, active adult community. Golden Rain Foundation (GRF) is the Management Services provider. The following are the procedures and information you will need to successfully list, sell or buy a unit in this community.

LISTING A SEAL BEACH LEISURE WORLD UNIT

1. NOTICE OF INTENT TO WITHDRAW (NOI):

this notifies the Mutual Corporation 1-12 or 14-16 of the seller's intent to sell their share of stock.

- ▶ The NOI may be obtained from the escrow company. The NOI is valid for six months.
- ▶ When the seller has signed the NOI, the escrow company courier delivers the signed form to the GRF Stock Transfer Office to be signed by the Mutual President. This may take approximately 10 working days.
- ▶ After the President signs, the NOI goes back to the escrow company. The escrow company sends the original NOI to the GRF Physical Property Escrow clerk. This authorizes the Pre-Listing Inspection (PLI).
- ▶ Mutual 9 PLI process is different. Check with the Stock Transfer Office for details.
- ▶ A set of keys for all unit doors, patio and carport storage units are required
- ▶ Mutual 17 is condominiums and follows some common real estate processes but you must consult with Stock Transfer Office personnel.



2. PRE-LISTING INSPECTION (PLI):

Identifies repairs that the seller is responsible for completing prior to the close of Escrow.

- ▶ Pre-listing inspections differ from mutual to mutual.
- ▶ When the inspection is completed the PLI is sent to the escrow company for the signature of the seller.

3. INSTALLATION OF LOCK BOX:

The NOI must be signed by the Mutual President and the PLI completed before the realtor may place the lock box on the unit door and show the unit.

4. NO OPEN HOUSES PERMITTED

BUYING OR SELLING A SEAL BEACH LEISURE WORLD UNIT



1. ESCROW OPENED:

- ▶ A final inspection is conducted two weeks prior to the close of escrow.
- ▶ If the required work has not been completed by the seller, the inspector contracts and schedules the work to be completed prior to the close of escrow. The cost will be deducted from the Repair Deposit (RD). The Repair Deposit amount varies from Mutual to Mutual.

2. CLOSE OF ESCROW:

- ▶ Costs are compiled and sent to the Golden Rain Foundation Finance Department to be paid from the Repair Deposit. The remaining balance is refunded to the seller generally within 45 to 60 days after the close of escrow.

3. SALE BY TRUST OR ESTATE:

- ▶ Contact the **Stock Transfer Office** at 562-431-6586 ext. 347.

BUYING A SEAL BEACH LEISURE WORLD UNIT

1. BUYER QUALIFICATIONS:

- ▶ **55** years of age or older
- ▶ **Meet financial requirements** (these vary from mutual to mutual)
- ▶ Pay a **one-time Amenities fee** to Golden Rain Foundation (GRF) for use of Trust property.
- ▶ For current requirements and fees visit www.lwsb.com website.

2. UNITS IN MUTUALS 1-12 AND 14-16:

- ▶ Buyer is purchasing a share of stock in a Stock Cooperative with rights of occupancy in that unit. Buyer owns stock, not the unit.
- ▶ This purchase is cash only. No mortgage is permitted.
- ▶ Buyer becomes a stockholder, not an owner.

3. UNITS IN MUTUAL 17:

- ▶ Buyer is purchasing a condominium (Grant Deed)
- ▶ Mortgages are permitted.
- ▶ Buyer becomes the owner of the unit.



ELIGIBILITY REQUIREMENT POLICIES

[7510.01 Eligibility Requirements MU 01](#)

[7510.02 Eligibility Requirements MU 02](#)

[7510.03 Eligibility Requirements MU 03](#)

[7510.04 Eligibility Requirements MU 04](#)

[7510.05 Eligibility Requirements MU 05](#)

[7510.06 Eligibility Requirements MU 06](#)

[7510.07 Eligibility Requirements MU 07](#)

[7510.08 Eligibility Requirements MU 08](#)

[7510.09 Eligibility Requirements MU 09](#)

[7510.10 Eligibility Requirements MU 10](#)

[7510.11 Eligibility Requirements MU 11](#)

[7510.12 Eligibility Requirements MU 12](#)

[7510.14 Eligibility Requirements MU 14](#)

[7510.15 Eligibility Requirements MU 15](#)

~~[7510.16 Eligibility Requirements MU 16](#)~~

[7510.17 Eligibility Requirements MU 17](#)



MONTHLY FEES

<http://www.lwsb.com/welcome/monthly-fees/>

4. FINANCIAL QUALIFICATION PROCESS:

- ▶ Mutual Boards = have sole authority to set and change Mutual Financial Qualification Process.
- ▶ Mutual Financial Qualification Policy - located on lwsb.com as link in the Realtor Information link Policy 7510.
- ▶ Stock Transfer Office - verifies financial qualifications adhere to Mutual Policy Stock Transfer Office has no authority to approve applications that do not comply with Mutual Policy.

5. BUYER ORIENTATION MEETING:

- ▶ A Buyer Orientation is required prior to the close of Escrow.
- ▶ The meeting is generally conducted by the Mutual President and a Mutual Director with the buyer and GRF Building Inspector in attendance.
- ▶ The meeting includes a review of the Pre-Listing Inspection report, Mutual rules and expectations.
- ▶ The meeting will take approximately 1 to 2 hours.

6. COMPARISON CHART:

- ▶ See attached table for additional comparisons of Stock Cooperatives and Condominiums

COMPARISON CHART

STOCK COOPERATIVES: MUTUALS 1-12 AND 14-16	CONDOMINIUM: MUTUAL 17 ONLY
DIFFERENCES	
Mutual owns the property which allows you to live in and make improvements to the unit	You own the Condominium (Grant Deed issued)
Occupancy Agreement	Covenants, Conditions, and Restrictions (CCRs)
No Mortgage Purchase price paid in full	Mortgage is possible
No Reverse Mortgage	Reverse Mortgage possible on an approved building
No lease or rental allowed	Lease is allowed
SIMILARITIES	
<p style="text-align: center;"> Each unit is all electric. No gas is available. Visitor limited to maximum of 60 days, per year Mutual approval required for improvements Must use GRF vetted contractors Permits required for most work One-time amenities fee Pets allowed, with some restrictions Co-Occupants must be approved </p>	