

**MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL EIGHT  
January 23, 2017**

The Regular Meeting of the Board of Directors of Seal Beach Mutual Eight was called to order by President Thompson at 1:31 p.m. on Monday, January 23, 2017, in the Administration Building Conference Room A.

**SHAREHOLDER COMMENTS**

Several shareholders made comments.

**ROLL CALL**

Present: President Thompson, Vice President/CFO Berg, Secretary Curtin, and Directors Kline and Winslow

GRF

Representative: Absent

Guests: Eleven Mutual Eight shareholders

Staff: Ms. Hopkins, Mutual Administration Director  
Mr. Hurtado, Building Inspector  
Ms. Day, Recording Secretary

**INTRODUCTION**

President Thompson welcomed the staff and guests to the meeting.

**MINUTES**

President Thompson asked if there were any corrections to the December 27, 2016, Regular Meeting minutes. A correction was noted on page 7: under NEW MEETING it should have read, "Meeting starts at 1:30 p.m." not 1:00 p.m. The minutes were approved as corrected.

## **BUILDING INSPECTOR'S REPORT**

Building Inspector Hurtado updated the Board on activity in the Mutual (attached).

Inspector Hurtado left the meeting at 1:44 p.m.

## **UNFINISHED BUSINESS**

The Board members discussed amending Policy 7421.8 – Building Alterations or Additions (attached). Upon a MOTION duly made by Director Kline and seconded by Director Winslow, it was

RESOLVED, To amend Policy 7421.8 – Building Alterations or Additions on a preliminary basis until the 30-day posting period is completed.

The MOTION passed.

The Board members discussed the March 21, 2017, Building Captains/Co-Captains Meeting in Clubhouse One, at 12:00 noon, where lunch will be served.

## **NEW BUSINESS**

Director Winslow discussed the cracked skylight domes in the Mutual and the letters sent to those shareholders to have them repaired.

Following a discussion, and upon a MOTION duly made by Vice President/CFO Berg and seconded by Secretary Curtin, it was

**NEW BUSINESS (continued)**

RESOLVED, To approve the consultant contract with SALCO Landscape Services, Certified Arborist, for services to include total mapping, inspection, and survey for no more than 300 trees in Mutual Eight, at a cost of \$4,950.

The MOTION passed.

The Board members discussed the costs of operating the Mutual laundry rooms. President Thompson will generate a report on this issue for the March Board Meeting.

The Board discussed amending Policy 7701 – Personal Property Insurance to include a requirement to insure a Jacuzzi-style bathtub and surrounding units in case of plumbing failures. This issue is postponed for further research.

Following a discussion, and upon a MOTION duly made by Director Winslow and seconded by Vice President/CFO Berg, it was

RESOLVED, To rescind Policy 7760 – Property Tax Postponement.

The MOTION passed.

The Board members discussed a lease agreement between Mutual Eight and the GRF for Plaza/Park, Lot 3 Building's 202-203 for three years. It was the consensus of the Board members to postpone action to conduct more research.

President Thompson called a break at 2:46 p.m. to 3:00 p.m.

**NEW BUSINESS (continued)**

Following further discussion, and upon a MOTION duly made by Director Kline and seconded by Secretary Curtin, it was

RESOLVED, To authorize the Mutual President to sign the lease agreement between Mutual Eight and the GRF for Plaza/Park, Lot 3 Building's 202-203 for three years.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by President Thompson and seconded by Director Kline, it was

RESOLVED, That Mutual Eight continue to receive one hard copy of the various Mutuels' monthly minutes in their MAIL BOX in the Stock Transfer Office.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Director Winslow and seconded by Secretary Curtin, it was

RESOLVED, That Mutual Eight authorizes the Board's President and/or duly appointed Officer, to act on behalf of the Board, to executive the Notice of Intent to Withdraw.

The MOTION passed.



### **MUTUAL ADMINISTRATION DIRECTOR**

Ms. Hopkins discussed Mutual Administration activity (attached). In addition, she discussed the LW Live Email Alert System Sign-up, Guest Passes, and registering pets (Policy 7501 – Pet Regulations).

### **GRF REPRESENTATIVE**

In GRF Representative McGuigan's absence, his GRF activity report is attached.

### **CHIEF FINANCIAL OFFICER'S REPORT**

Vice President/CFO Berg presented her report (attached).

### **DIRECTORS COMMENTS**

Several Directors made comments.

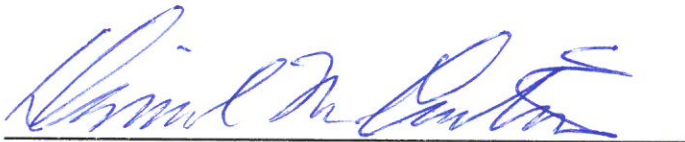
### **SHAREHOLDER COMMENTS**

One shareholder made a comment.

January 23, 2017

## **ADJOURNMENT**

There being no further business to conduct, President Thompson adjourned the meeting at 3:35 p.m. and announced there would be an Executive Session following to discuss member issues.



Attest, Dan Curtin, Secretary  
SEAL BEACH MUTUAL EIGHT  
cd:1/30/17  
Attachments

**NEXT MEETING: MONDAY, FEBRUARY 27, 2017**

**Meeting starts at 1:30 p.m.**

**Administration Building Conference Room A**

To have the Mutual Eight Board of Directors minutes e-mailed to you monthly, please send your request to: [mutual8webmaster@gmail.com](mailto:mutual8webmaster@gmail.com)

**RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING OF JANUARY 23, 2017**

- 01/23/17      RESOLVED, To amend Policy 7421.8 – Building Alterations or Additions on a preliminary basis until the 30-day posting period is completed.
- RESOLVED, To approve the consultant contract with SALCO Landscape Services, Certified Arborist, for services to include total mapping, inspection, and survey for no more than 300 trees in Mutual Eight, at a cost of \$4,950.
- RESOLVED, To rescind Policy 7760 – Property Tax Postponement.
- RESOLVED, To authorize the Mutual President to sign the lease agreement between Mutual Eight and the GRF for Plaza/Park, Lot 3 Building's 202-203 for three years.
- RESOLVED, That Mutual Eight continue to receive one hard copy of the various Mutuals' monthly minutes in their MAIL BOX in the Stock Transfer Office.
- RESOLVED, That Mutual Eight authorizes the Board's President and/or duly appointed Officer, to act on behalf of the Board, to execute the Notice of Intent to Withdraw.

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (08) EIGHT

INSPECTOR: George Hurtado

MUTUAL BOARD MEETING DATE: January 23, 2017

## PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
193H	dishwasher,micro, counter	yes	11/30/16	01/30/17	no		Los Al Builders
204G	washer dryer, brm pushout	yes	10/18/16	02/16/17	no	footing,rouhg plumb	Hadi
200E	flush beams,3/4bath,counters	yes	10/17/16	01/15/17	no		Greco
200E	carport storage cabinet	yes	12/21/16	12/31/16	no		Greco
198B	microwave	yes	12/21/16	12/23/16	no		Ogan
202A	carpet	yes	01/05/17	02/10/17	no		Karys Carpet
180E	washer dryer	yes	11/08/16	01/16/16	no	final 12,23/16	Ogan
191G	heat pump	yes	9/225/16	12/31/16	no		Greenwood

## ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
184K			01/13/17	01/13/17			
190D	1/11/2017						
181D		01/10/17					

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

## CONTRACTS

CONTRACTOR	PROJECT
John's Landscape	Mutual gardening
So Cal Fire Protection	laundry room fire extinguishers
Empire Pipe and Supply	Mutual sewer cleaning
Fenn	termites and pests

## SPECIAL PROJECTS

CONTRACTOR	PROJECT

## APARTMENT VISITS

# The Mutual Administration Director's Comments

## January 2017

### PET REGISTRATION AND RENEWAL IN THE NEW YEAR

#### **Pet Registration in Stock Transfer**

Per Pet Policy 7501, Article II, your pet must be registered with the Stock Transfer Office before it is brought onto the Mutual premises. Further, the pet registration and licensing must be updated on or before December 31 of each year. The Mutual Pet Registration Form can be picked up at the Stock Transfer Office. To complete the registration, you will need to include the following:

Requirements for Dogs: City of Seal Beach Pet License, proof of spay or neuter, proof of dog's inoculations, proof of liability insurance, and proof of dog's weight.

Requirements for Cats: Proof of spay or neuter, and proof of liability insurance.

If you are renewing a currently-registered pet in the Stock Transfer Office, you do not need to complete a new form, but you do need to provide current liability insurance documents and, for dogs only, a current City of Seal Beach Pet License.

If you have questions about registering your pet, call Stock Transfer at (562) 431-6586, ext. 346 or 347.

#### **Pet Registration with City of Seal Beach**

Note: The City of Seal Beach contracts with the City of Long Beach Animal Care Services for animal control and licensing purposes.

#### **To purchase a City of Seal Beach Pet License, you will need to provide the following:**

- History of prior licenses; a permanent license tag is issued when a license is first purchased.
- Your name, address, and phone number.
- A current rabies inoculation certificate, good for the entire licensing period.
- A Certificate of Sterility if your pet has been spayed or neutered (altered). This will reduce your dog license fee. The certificate must be shown at time of purchase to receive the reduced rate.
- Microchip information (if applicable).
- Pet license fee.

#### **There are several ways to purchase your City of Seal Beach pet license:**

- In person at the Long Beach Bureau of Animal Care Services located at 7700 E. Spring Street.
- Online at: <http://www.longbeach.gov/acs/pet-laws-and-licensing/licensing/>
- By mail: send copies (this paperwork will not be returned so do not send originals) of the above information along with the pet license application to the Animal Care Services Bureau at 7700 E. Spring Street, Long Beach, CA 90815, along with a check or money order for the proper amount. The license will be processed and a license tag will be mailed to you.

#### **City of Seal Beach Pet License Fees:**

- Dog Altered: \$20;
- Dog Altered – Senior Resident: \$10;
- Replacement Tag: \$10;
- Cat Altered – Senior Resident: N/A.

If you have questions about Pet Licenses, call City of Long Beach Animal Care Services at (562) 570-7387.



**Mutual 8**  
**Report for January 2017**  
**GRF Representative**  
**Steven McGuigan**

The last couple of days has reminded me of a couple of songs from my youth. The CCR song "Riders in the Storm". The other one is "It never rains in Southern California, it pours, man it pours." I don't remember the artist. In fact I never knew who it was. Hope everyone stayed dry and had no leaks. This doesn't end the drought in Southern California but it sure helps, and we are only 40% through the year for measuring rain. Yikes!!!

There is going to be discussion on the repaving of St. Andrews from Golden Rain to the entrance at St. Andrews. The street needs to be repaved as the ground underneath is failing and letting water damage the substructure. There are a couple of different ways to re-stripe the surface once the paving is complete. These plans will be the subject of a town hall meeting that will be scheduled. One was scheduled in a room in Club house 3 because Club House 4 is being remodeled. The scheduled room could hold only 40 people. More than that showed up and the meeting had to be postponed until another larger room can be scheduled. By law all shareholders must be allowed to attend the meeting and because of the lack of room the meeting had to be rescheduled.

At the last GRF Board meeting the Policy 1927-37 Parking Regulations on Trust Streets was finalized and passed. Starting February 1st tickets with the consequence of monetary fines will be enforced. The best part is that if you do not break these rules you will not be ticketed. This policy will only affect those people that break the rules.

One project that is going to be a benefit to all shareholders is the multi-use recreation courts and picnic area behind Club House 2. The planning stages beginning and the design is being worked on as I write this report. I will keep you updated as the project moves forward.

There is always a lot going on in the Community of Leisure World Seal Beach. All GRF Board and Committee meetings are listed in the LW News. Please feel free to attend.

Just to keep things in balance. The abundance of rain and my shoulder rehab has kept me from surfing. I have gone to the beach several times this month and watched the surf and surfers. It is always physically and mentally refreshing to watch the ocean. I should be back in the water May or June. Just in time for the summer and fall surf. Life is great in Leisure World. So, as always, Hang Loose.



**CFO Report: 1/23/2017**

**Financial Analysis:** The Income and expenditures on the final financial report for 2016 were reviewed. We have been careful in our expenditures in some areas and not so in others. We were over budget in Structural Repairs (1,291}, Service Maintenance Repairs (16,631}, and Service Maintenance Replacements (2.882). We were also over budget in Landscaping extras (8,092). There are additionally some major roofing repairs which will show up shortly; however, they are covered by the Reserves expenses.

The investment activity of the Mutual is doing well, with just a little shy of the annual income projection (53,326.73)

See the overview and recap on the web site.

If you have questions or concerns, please contact me. Your support is much appreciated.

## **Financial Overview**

### **Income**

**Month**    (Through 12/31/16)

**Year-to-date**

**Total current income & contributions to capital**  
**(Including Regular Assessment, Reserve Funding, Service Income,  
Interest income)**

**Actual**      **Budget**  
**113,832**      **112,679**

**Actual**      **Budget**  
**1,352,794**      **1,352,104**

**Variance: 1,153**

**Variance: 660**

**Excess income after off-budget items: (2,777)**

### **Expenses**

**(Including Trust Maintenance, Utilities, Professional  
Fees, outside services, Taxes, Insurance, Contribution to Reserves,  
Depreciation)**

**Actual**      **Budget**  
**139,880**      **112,701**

**Actual**      **Budget**  
**1,348,210**      **1,352.104**

**Variance: (27,179)**

**Variance: 3,894**

**Annual unused budget: 3,894**

### **Restricted Reserves**

**Appliance Reserve: 36,817.88**

**Painting Reserve: 8,180.62**

**Roofing Reserve: 1,632,825.90    Total: 1,928,028.95**

**Emergency Reserve: 57,252.61**

**Infrastructure Reserve: 192,951.95**

### **Total Net Worth & Liabilities**

**3,989,124.58**



## **Investment Account Activity**

**Market value: + Accrued income**

**1,245,715.35**

**Income This Period: 1,271.32 Year-to-date: 51,910.99**

**Estimated annual income: 53,326.73**

**Bond matured: 0**

**Bond purchased: 0**

## Physical Property Report by Richard Winslow- January 2017

More than six requests for replacement and repair of refrigerators were received. We have 3 refrigerators to be used as replacements for inoperable units.

Ten units were contacted to follow-up on G. Hurtado's report of cracked sky lights. Most had already repaired their sky lights, I am working on compliance for the rest.

Change over for reducing the price of loads for washing machines to \$.50 has been made by Service Maintenance.

One spare washing machine was transferred to LR 195 while one of its machines was down for repairs.

We received confirmation that Mutual 8 has joined the settlement program for the defective solar panels. The panels will be inspected by an independent installer to confirm they are the right series and to determine which, if any, are in need of replacement at the expense of the manufacturer.

A summary of costs for repair and replacement for the laundry room for the year 2016, is attached.

**GRF's Physical Property Council** handled several topics at its January meeting:

We are notified that St. Andrews repaving and median design is to be conducted later this year.

Contractors' and subcontractors' employees will have to display a parking pass to park on trust streets.

We are notified that reported "emergency" maintenance requests made to the Security Office on week-ends and holidays result in responses by Service and Maintenance; costs to the mutual is time and a half the regular rate. Frequently, these calls are not true emergencies but a lack of screening results in incurring extra expenses. (Mutual 14 has a policy that passes on the cost to the shareholder if the situation is not truly an emergency. Determination of whether it is a true "emergency" appears to be a matter of the exercise of discretion.)

On a related subject, some mutuals charge the shareholder if a toilet requires plunging to clear a blockage but not if the pipe needs snaking.

American Standard supplies Leisure World's new water heaters with a 12 year warranty. To prolong their lives, it is recommended that they be switched off if the unit is to be unoccupied for more than 2 weeks. It is also recommended that they be "flushed" every month or so if hot water

is not frequently used because stale/stagnant water promotes deterioration of the heating elements and a build-up of sediment.

Roof leaks; if the plastic blows off, Service Maintenance will reposition it but declines responsibility for damage if it subsequently blows off again. Contractors may be held responsible for additional damage if their cover blows off, (but good luck proving *additional damage* resulted except in cases of re-roofing.)

A considerably detailed discussion occurred about attic ventilation systems. Apart from technical issues, it is essential that soffits or eaves include provision for ventilation. Some remodeling has resulted in loss of ventilation along the bottom of the eaves which causes early failure of roofs. It is recommended that mutuals adopt language policy that specifically requires this ventilation feature.

McCarthy Roofing was mentioned as a new, good source for roofing repairs and replacements.

A detailed report about planting new, large trees was offered by President of the Physical Property Council, T. Dowd who has researched the topic in depth. Materials were distributed concerning the size, depth and shape of holes for planting along with lists of trees suitability for soil types and climate.

**Mutual 08 Water Heater Replace Summary 2016**

MUTUAL	Work Order	Bill Code	Service Code	Requested	Date	Labor	Parts	Total	Resolution
MUTUAL 08	294207 07		13-033 - Hot Water Heaters: 40 Gal Anode	SHRHLDR 196F	11/21/2016	\$331.50	\$570.84	\$902.34	LAUNDRYBUILDING 196 - CHECKED HOT WATER IN LAUNDRY ROOM. REMOVED EXISTING WATER HEATER AND INSTALLED NEW 40 GALLON WATER HEATER & PARTS. INSTALLED NEW STRAP. ALL OK. CLEANED UP WORK AREA.

January 23, 2017

**President's Report Mutual 8**

**Camille Thompson**

Special thanks to shareholders/residents who helped with this report: Janice, Ray, Marcia

Contacts w/members: 41

Contacts w/providers/vendors: 2

Orientations: 1

Contacts with Board Members: 12

Staff requests: 8

Meetings: 4

Discussions:

1.) GRF is requiring current registration and a GRF pass or a gate pass on the dashboard for all vehicles to park on GRF streets. MU08 Board will be working on what we will require on our driveways and carports.

2.) What trees need trimming for safety reasons?  
Contact Ron Kline, 949-212-3628.

3.) Smart Burners: Nineteen requests for installation. Our requests will be installed by

Maintenance Department starting in February and continue all year. Total mutual by 2020 for all apartments. Please sign up for burners. Paid for by prior reserve funding. Call or email President (760-219-0852) or any Director to receive SmartBurners. George will take requests also.

#### 4.) Laundry Room Expenses (partial) 2016

Room #	Total Service Req. SRO	Req. over \$39.00 SRO	SRO over \$100.00
179	21	2	\$548.00
182	4	1	0
188	10	1	\$428.00
191	11	3	\$1074.00
195	9	4	\$409.00
196	11	3	\$1062.00
200	12	2	0
204	12	7	\$4,400.00
TOTALS	90 SRO	23 SRO	\$7921.00

THESE EXPENSES DO NOT INCLUDE SOLAR PANEL COSTS- NEW INVERTERS (\$13,493.)

ROOF REPAIRS (\$7,900.00)

OR AMOUNTS PAID TO SCE (\$3337.00)

Totals on this report \$32,651.00

Laundry Room Income 2016 \$8,971.00

This is a first draft on laundry room income and expenses for 2016. Better report in February.

5.) "Encroachment" policy still in effect.

Alternatives to policy now in legal review. Please continue to pay monthly charges for your golf cart pads, gardens larger than 36", sidewalk areas larger than standard and patios that are exclusive use in Mutual Common Space. Can't be certain when this issue comes back to the Board, maybe March?

6.) Just heard on the news that Long Beach received almost 4" of rain on Sunday, 1/22/17. If you had excessive puddles on sidewalks, mush for grass and couldn't walk through carports, then you were like the rest of us. Hopefully, didn't flood from garden area either. Gutter extensions work very well as a temporary measure. Make sure your bricks on the garden rim don't keep water trapped.

MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE PRESIDENT'S COUNCIL  
SEAL BEACH LEISURE WORLD  
January 5, 2017

The Regular Monthly Meeting of the Presidents' Council of Seal Beach Leisure World was convened at 9:00 a.m. by President Mandeville on Thursday, January 5, 2017, in Clubhouse Four, followed by the *Pledge of Allegiance*.

**MEMBERS PRESENT**

MUTUAL ONE	Ms. Luther-Stark
MUTUAL TWO	Ms. Baker
MUTUAL THREE	Mrs. Rutledge
MUTUAL FOUR	Mr. Slater
MUTUAL FIVE	Dr. Coven
MUTUAL SIX	Mr. Garrett
MUTUAL SEVEN	Mrs. Rotter
MUTUAL EIGHT	Ms. Thompson
MUTUAL NINE	Ms. Schnauffer
MUTUAL TEN	Ms. Arlart
MUTUAL ELEVEN	Mr. Mandeville
MUTUAL TWELVE	Mrs. Gillon
MUTUAL FOURTEEN	Mr. Melody
MUTUAL FIFTEEN	Mr. Friedman
MUTUAL SIXTEEN	Mr. Grenrock
MUTUAL SEVENTEEN	Mr. Hayes

**GUESTS**

Mrs. Damoci, GRF President  
Mrs. Esslinger, Vice President, Mutual Two  
Ms. Kuhl, Secretary, Mutual Four  
Ms. Cummings, Vice President, Mutual Ten  
Ms. Hemry, Director, Mutual Eleven  
Mr. Faucett, Chief Financial Officer, Mutual Fourteen  
Ms. Dunagan, Chief Financial Officer, Mutual Fifteen  
Ms. Gassman, Vice President, Mutual Seventeen

**STAFF**

Mr. Ankeny, Executive Director  
Ms. Hopkins, Mutual Administration Director  
Mr. Weaver, Facilities Director  
Mrs. Rodgers, Purchasing Manager  
Ms. Day, Recording Secretary  
Mrs. Dailey, Office Secretary



**INTRODUCTIONS/ANNOUNCEMENTS**

Mr. Mandeville welcomed guests and staff to the meeting, and each President introduced their invited guest from their Board.

**MINUTES**

Mr. Mandeville asked if there were any corrections to the December 1, 2016, President's Council minutes. A correction was noted on page 3: under Old Business, the third line should read, "the inspection due...." not die. The minutes were approved as corrected.

**GRF PRESIDENT**

Mrs. Damoci stated that GRF Policy 1920-37 – Traffic Rules and Regulations, will have all GRF references removed from the policy and then go to the individual Mutuels to see if they want to adopt portions of the policy under the Mutual 7000 Series Policies. The GRF will be making individual policies for ticketing, fines, etc., which should be ready in time for the next Presidents' Council Meeting.

**PURCHASING MANAGER**

Mrs. Rodgers reported that Policy 7452 – Equipment Standards has been updated and will be moved from the Mutual 7000 Series Policies to a GRF policy. In addition, she stated everything is running smoothly.

**MUTUAL ADMINISTRATION DIRECTOR**

Ms. Hopkins reported that Marisa McAuley has resigned from the GRF and that Catherine Dailey has been filling in at that position. Please send your emails to Mrs. Dailey (catherined@lwsb.com), regarding all member issues.

Ms. Hopkins presented her Mutual Administration report for 2016.

**EXECUTIVE DIRECTOR**

Mr. Ankeny discussed the upcoming renovation of Clubhouse Four; the approval of Policy 1927-37 – Parking Rules For Trust Property and Policy 1927.1-37 – Fees (Fines) For Parking Rules Violations On Trust Property effective December 27, 2016; a Courtesy Notice to parking violators from January 3 to January 31, 2017; Guest Passes; a legal update; the use of pesticides; identifying multiple stock certificate owners; and reviewing various documents and Occupancy Agreements.

**NEW BUSINESS**

Mrs. Rotter discussed rescinding Policy 7760 – Property Tax Postponement which will be taken to those Mutuals that have previously adopted the policy and rescinded.

Mr. Weaver reported that the GRF Board has approved \$600,000 in street repairs to begin in early spring.

Mr. Mandeville stated that globalization of policies is needed to be accomplished by committees.

Dr. Coven discussed an Orientation Booklet she has developed that she hopes to distribute at the next Presidents' Council on February 2.

**PRESIDENT'S & GUEST COMMENTS**

Mr. Mandeville asked for each president to state what they would most like to change in the community. The following were discussed:

Ms. Schnauffer wishes to change how the caregiver passes are issued.

Ms. Arlart said issues with caregivers need to be looked into.

Mrs. Gillon would like to be able to access Stock Transfer data after hours in an emergency.

Mr. Melody wants critical issues addressed more quickly.

Mr. Friedman wants some actual traffic enforcement in the community and the Seal Beach police brought in.

Mr. Grenrock agrees with Mr. Friedman and action on traffic violations.

Mr. Hayes said he would like to see the ability of renting apartments in Mutual Seventeen eliminated completely by revising the CC&Rs.

Mrs. Damoci agrees with Messrs. Friedman and Grenrock that the police should be brought into the community.

(Mr. Grenrock left the meeting at 10:46 a.m.)

Mr. Ankeny would like to see unified policies for clarity.

Mr. Mandeville would like to see a Leisure World policy for emergency preparedness that is for the GRF and the Mutuals combined.

**PRESIDENT'S & GUEST COMMENTS (continued)**

Mrs. Luther-Stark said the last two caregivers for her shareholders were issued passes without their picture on the pass and no doctor's note, which should not have been allowed.

Ms. Baker said being the largest Mutual, she would like to get a better handle on everything, and that Mutual Administration has been very supportive towards this goal.

Mrs. Rutledge thinks the Occupancy Agreement needs to be updated and that there should be only one for all of the Mutuals combined.

Mr. Slater said not to bring in the Seal Beach police force, but just one motorcycle patrolman to write tickets. Mr. Ankeny said the first step is bringing signage up to State requirements first.

Dr. Coven would like to see the Mutual Bylaws reviewed and brought up to date.

Mr. Garrett would like to see the Executive Director given more discretionary approval to accomplish minor things without going to the GRF Board.

Mrs. Rotter stated that aging-in-place is a real concern in this community regarding caregivers bringing in family members and not being an assisted living community.

Ms. Thompson stated that the caregiver system has to be tightened up, and consider going to a digital community.

Ms. Schnauffer said that policies need to be more universal to make it easier for everyone to follow.

Several guests made comments.

**ADJOURNMENT**

Mr. Mandeville adjourned the meeting at 10:51 a.m.

Attest, Joyce Rutledge, Secretary

PRESIDENTS' COUNCIL

cd:1/16/17

(These are tentative minutes, subject to approval by the Council members at the next Presidents' Council Meeting.)

**NEXT MEETING: Thursday, February 2, 2017, at 9:00 a.m.  
in BUILDING 5, ROOM B**

# R O S T E R

## SEAL BEACH MUTUAL EIGHT BOARD OF DIRECTORS 2016-2017

**All Maintenance Issues call Service Maintenance: 562-431-6586, Ext. 363**  
(washers/dryers – need machine & building numbers – , electrical, plumbing, appliances, doors, lights, fire alarms, ants)

**All Property Issues call Physical Property: 562-431-6586, Ext. 351**  
(roofs, lawns/garden areas, construction, inspections, termites)

**All Other Shareholder Issues call Mutual Administration: 562-431-6586, Ext. 374**

**Security: 562-594-4754**

DIRECTOR	BUILDINGS	ADDRESS	TELEPHONE
Camille Thompson <b>PRESIDENT</b>	177,178,**179, **196,197,198	13301 El Dorado Drive, 204-E Carports 96,101 <a href="mailto:thompsonrain23@gmail.com">thompsonrain23@gmail.com</a>	760-219-0852
Ruth G. Berg * <b>VICE PRESIDENT/CFO</b>	184,185,186, 187,**188,189	13240 El Dorado Drive, 187-A Carports 92,93	562-936-1274
Dan Curtin <b>SECRETARY</b> Emergency Prep. Coordinator	199,**200,201, 202,203,**204	13361 El Dorado Drive, 201-A Carports 97,98,100	323-788-1206
Ron Kline <b>DIRECTOR</b> Landscaping Coordinator	180,181,**182, 193,194,**195	13340 El Dorado Drive, 190-C Carports 94,95,99	949-212-3628
Richard Winslow <b>DIRECTOR</b> Physical Property Coordinator	183,190,**191, 192,205	13281 El Dorado Drive, 205-H Carports 102,103	269-986-4831

### GOLDEN RAIN FOUNDATION REPRESENTATIVE

Steven McGuigan 13261 Southport Lane, 184-J 657-203-5117

### ADVISORY DIRECTOR

Tony Topas 13341 El Dorado Drive, 200-A 949-351-1550

### Webmaster

[mutual8webmaster@gmail.com](mailto:mutual8webmaster@gmail.com)

**Total Directors:** 5  
Number of Apartments 348  
Number of Buildings: 29  
Number of Carport Buildings: 12  
Number of Laundry Rooms: 8

**\*\* Denotes laundry rooms**

**Regular Meetings:** 4<sup>th</sup> Monday of the month  
@ 1:30 p.m. in Admin. Bldg. Conf. Room A

**Annual Meeting:** 4th Monday in May,  
10:00 a.m. in Clubhouse Four

**Recording Secretaries:** 562-431-6586:

\* Kheara Aquino, Ext. 319 / Carol Day, Ext. 320

# New Security Satellite Office

## Building Five

The Security Satellite Office is the designated location to obtain or renew your GRF Resident Decals. Decals may be issued for vehicles, golf carts, bicycles, and motorized scooters. **It is located behind the Health Center.**

There is parking in front of the office. Before coming in, we ask that you please bring with you the following when registering a vehicle:

- **A valid driver's license:** We issue the decals based on the expiration of your driver's license for a maximum period of up to two years from the date of issuance. "Interim" driver license permits from DMV are accepted, but "temporary" driver license permits are not due to their limited scope. If a Shareholder does not have a valid driver's license and has a "designated driver", they may be approved for a decal.
- **GRF ID:** Serves as proof that you are a current GRF Shareholder / Resident.
- **Valid vehicle registration showing that you are the legal owner:** Verification helps prevent non-resident decal issuance and vehicle storage in the community. If you are not listed on the registration, but your spouse is, they will need to come into our office to obtain the vehicle decal.
- **Current proof of vehicle insurance:** Conveys vehicle is insured in case of accident in community.

**The Security Satellite Office is open seven days a week** from 8:00 a.m. to 4:30 p.m. and they may be reached at (562) 431-6586 extension # 270 if you should have any questions.



## AMENDED DRAFT POLICY

### PHYSICAL PROPERTY

#### Building Alterations or Additions – Mutual Eight

Purpose: In the course redecoration, alterations, repairs or additions, modification of floors, walls, and ceilings of apartments including porches and patios involve structural components of Mutual 8 property. Selection of materials used and installation procedures are of concern to assure reasonable safety of current and future residents shareholders and guests from unnecessary hazards to health and well-being.

#### Accordingly:

1. A GRF permit for alterations or additions to buildings in this Mutual will not be issued by the Physical Property Department until a written, signed proposal and contract between the shareholder and the contractor (describing the work to be done by the contractor, the fees to be charged, and the start and completion dates for the work) has been presented to the Physical Property Department along with the application for issuance of a building permit.
2. Floor covering, interior and exterior, ceiling and walls: A GRF permit shall be required for removal or installation of floor/surface covering where preparation for installation or installation of floor covering involves affecting existing floor/surface materials such as removal of existing linoleum, tile, or where installation of the new flooring surface is attached by mechanical fasteners.
3. Tile and carpeting shall be of a material and finish appropriate to the purpose for which it is used; bathroom and exterior application shall have a low or non-slip finish when wet.
4. Carpeting shall be affixed in such a way as to minimize potential for trip hazards.
5. In the event that tiling of a floor surface shall result in a vertical misalignment with a walkway, that section of the walkway shall be replaced to provide a smooth even transition with the surface of the patio.
6. Ceiling alteration and redecoration: Refinishing or repair of floors, ceilings and walls, other than normal preparation for painting, must be performed by an approved contractor.
7. If evidence of asbestos is found in the unit's ceilings, walls, or floors, the GRF Physical Properties Office must be notified immediately/promptly and an

## AMENDED DRAFT POLICY

PHYSICAL PROPERTY

Building Alterations or Additions – Mutual Eight

approved contractor qualified in removal of asbestos must be employed to resolve the issue.

8. A penalty of \$100 per day shall be assessed to the contractor by the Mutual for every calendar day that the construction exceeds the completion date as listed on the GRF Permit. The Mutual Board or its designee and the Building Inspector may, in its sole discretion, award an extension to the contractor. Extensions will generally be granted only for unforeseen delays or unexpected problems with the work, such as, hidden and unanticipated conditions which delay completion due to additional work being required or delays beyond the control of the contractor and shareholder.
9. A GRF permit shall be valid for a period of 180 calendar days; it may be extended at the sole discretion of the Mutual Board and the Building Inspector. If the work has not been completed within the allotted time, the contractor and/or shareholder shall return the Mutual Building and appurtenances that were affected by the work, to a condition that is satisfactory to the Mutual and the Building Inspector within five (5) business days after expiration of the permit or extension, if applicable, or the Mutual will have any work that was requested that was not satisfactorily done, completed at the shareholder's expense or the contractor's expense, as the Building Inspector determines which party bares the fault for the incompletion of the work.

MUTUAL ADOPTION

EIGHT: 02-23-15

AMENDMENTS

\*Date after 30 day posting period\*

# SIGN-IN SHEET

## BOARD OF DIRECTORS MEETING

MUTUAL NO. Eight

DATE: JANUARY 23, 2017

	GUEST NAME
1.	Ben Berg
2.	Trevor Higgins
3.	Mari Ann McGrath
4.	Tom McGrath
5.	Dennis Kotecki
6.	K. C. Park
7.	Laura Garcia
8.	Sandra Weisensteid
9.	Laurence Murphy
10.	Larry Slutsky
11.	Ron Davis
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