

MUTUAL FIVE

BOARD OF DIRECTORS
MONTHLY REPORTS FOR

OCTOBER 2016

(See information attached.)

SEAL BEACH MUTUAL NUMBER FIVE

BOARD OF DIRECTORS MEETING

GRF DIRECTORS REPORT


OCTOBER 19, 2016

The Globe is exposed in all its glory and we now await the landscaping that will enhance our front entrance!! Meanwhile, Mutual Administration Committee is continuing its work on a pet policy along with possible fee recommendations on various items such as: replacement passes, realtor passes, lost passes, etc. Executive Committee is working on policy renumbering which will be included on the Leisure World website and in discussing a chairperson's role description and term length. The Leisure World library received a wonderful donation of \$2,000 from a generous and grateful Shareholder. A report from the Emergency Council liaison that only two Mutual's are not represented on the council, was shared with information regarding the successful workshop providing hands-on practice using radios in representing the opportunities existing in these learning situations. Parking can be a definite problem in our community and Urban Crossroads is a company that will be utilizing its experience and ability in identifying opportunities to increase parking supply and circulation within the Clubhouse Six, Administration, and Amphitheater parking lots. Clubhouse Four completions of upgrade determinations are being finalized for the start date of renovations to occur mid-January, with approximate six week time frame for re-opening! A sidewalk adjacent to the Medical Building next to the alley is undergoing evaluation to improve safety and access for those traveling along that corridor. Architectural design for Clubhouse Two outdoor multi-use area where former lawn bowling took place is being developed to provide additional recreational possibilities.

Weeburn and Homewood Roads have been added as options for improvement on the road re-surfacing project. Spectrum Landscaping suddenly closed its doors and John's Landscaping has agreed to handle the GRF Trust properties at the same costs. This will represent a six month trial period as we develop a relationship and experience with the company.

Development of a ten-year practical plan of the projects to be done for the GRF Committees will include the Standing Committee Chairs, including Advisory Committee members, to attend meetings of the Strategic Planning Ad Hoc Committee in the development of visions of what needs to be done and define where the Committee will be in ten years in terms of its projects.

Respectfully



Phil Hood, Treasurer

**MUTUAL 5
PRESIDENT'S REPORT
October 19, 2016**

Recently, I saw this in a newsletter and thought you, like me, would like to be reminded that when we bought into Mutual Five we signed an Occupancy Agreement. I thought this was a really good (and short) description of what that means.

Stock Co-op. In a . . . stock cooperative, there is only one owner--the corporation. (Mutual Five) The corporation owns the entire development including the units . . . Members cannot buy an apartment. Instead, they buy stock in the corporation. A(n) . . . occupancy agreement creates a landlord-tenant relationship between the corporation and the shareholder that gives the person the right to occupy an apartment.

Enforcement Mechanism. If a shareholder breaches the occupancy agreement, he can be evicted from the property.

Pasted from <<http://www.davis-stirling.com/Newsletters/2016Newsletters/AdversePossession/tabid/4611/Default.aspx>>

One of the ways a shareholder can breach the Occupancy Agreement is to ignore one or more policies.

Okay, that's the Civics class for this month.

The Holiday season is fast approaching. I would urge you to be careful if you use any candles. Blow them out if you plan to leave the room.

We continue to install the Smart Burners and we are more than halfway through.

Your Directors started working on our re-roofing project in October 2015 and finally, after many meetings and delays, the roofing contractor, Kelly Vaughn, will be starting December 5th. Of course there will be noise and dust associated with this big job. Everyone is trying to make this as painless for you as possible. We appreciate your understanding and cooperation.

Respectfully submitted,

Betty Coven Ph.D.
President Mutual 5 &
Interim CFO Mutual 5

October 19 2016 Board Meeting Mutual 5

Carport Report

As the Chair of the Carport Committee has left his position, I have been appointed to take over the supervision. There is a list accumulated by previous Chair, ending 8/31/16 with 31 carport violations. On October 3 letters were sent asking for compliance. Follow up will be November 3 at which time action will be taken by the Mutual Board. Some have already complied.

Juan Boyja, Chair, Carport Committee

October 19, 2016

Emergency Preparedness Report

As we have lost 2 board members in the past month, there is a shift in the Chairs of some committees. Emergency Response will now be co-chaired by Joan Boryta and Wayne Gould. We will collaborate on the best way to involve shareholders. New forms for skills assessment have been handed out to all shareholders during the past week and need to be returned to Emergency Response for tallying the capabilities of shareholders in our mutual.

Our Directors held a special meeting on operating the radios communicating with each other at various sheds as well as calling our information into the radio room. Eloy Gomez gave us a lesson on using fire extinguishers which we hope to never use.

On October 3rd, Emergency Preparedness held a Prep Meeting with about 30 shareholders participating. We held a talk at Laundry Room 112 shed and discussed the responsibilities of volunteers. A light lunch was served to all participants.

October 20th at 10:20 AM is the California Shakeout and our Mutual will once take part. Everyone will meet at Laundry Room 112 for demonstrations and information, radios will be used, and we at finish will all share a light lunch.

Thanks to all for participating!!!

Respectfully submitted,

Joan Boryta, co-Chair Emergence Response

Wednesday, October 19, 2016

Updates

Andre Landscaping

- Turf Update. Andre Landscaping is currently working on scalping the turf in our mutual. Work should be completed Friday, October 21st. Andre will then aerate and reseed, with an estimated October 31st completion date. I will be asking Physical Property to provide cones and "caution tape" to discourage people from walking on newly seeded turf in certain areas.

Trees

- Class One Arboriculture completed the fall pruning at the end of September.
- New trees, including three donations, will be planted by Andre Landscaping with an estimated completion date of November 28th. **Again, no flowers are to be planted in tree wells.**
- The 2017 Tree Maintenance Proposal from Andre Landscaping will be discussed/approved in New Business.

Roses

Rose pruning will take place in the December/January time period. If you do not want Andre to prune roses in your garden (including those who have a red flag), please call me no later than November 25th.

Hoping all of you will have a wonderful fall season.

As always, please contact me (562/446-0749) if you have questions or issues.

Respectfully submitted,
Susan Trembly, Chair, Landscape Committee

Physical Properties Report October 2016
Wayne R. Gould
Director Mutual 5

News from the Physical Properties Meeting indicates a 2019 deadline to replace all original toilets. Single family unit requirement is 2017. PUDs not required until 2019. We have plenty of time for M 5.

Other mutuals are using blue painters tape across coin boxes when a dryer goes down. The service maintenance guys know to remove when repair is done. Suggest this could help us know when a repair is complete and reduce return calls.

Mutuals are gradually requiring permits to replace any flooring in a unit. So far 7 mutuals have adopted this. Asbestos contamination can cause a whole building to be remediated. Even pulling the tack strip for carpeting requires asbestos abatement. Suggest we establish a policy to require a permit for flooring. Permitted work also helps protect us if insurance is involved.

Skylight policy was sent to all mutuals. It appears we have not yet adopted or reported back to them. It is a global policy GRF would like to have done.

Lastly it has been discovered that some mutuals have a conflict in their bylaws that restrict signing of building permits to the president of the mutual only. END Notes from PPC.

On 10-17-2016 President Coven and I met with Kelly Vaughn Roofing to discuss our upcoming roofing project. They wanted to discuss what had happened in Mutual 14 and how those circumstances will impact our mutual.

What they learned doing Mutual 14 was that a number of additions to the scope of work were expected to be done at no extra charge. This included screening of vents, ridge strapping and skylight issues. The additions added together reduced their profit margins to an unacceptable level. Additionally the change of roofing system from Owens-Corning to GAF and the delays that caused resulted in them agreeing not to continue.

Those issues related to our scope of work and our contracts were discussed. They feel confident that they can deliver to Mutual 5 on time and on budget. Additional work or change orders would require additional funding.

Because the work in Mutual 14 will stop earlier than expected they would like to move the schedule up to start DECEMBER 5. This allows them to keep tools and supplies on site.

Additionally they recommend we switch to the GAF Roofing System. Same guarantee, same look, but with proven performance. The Owings- Corning Company has failed to be transparent in how they have solved their quality control issues.

End

Respectfully Submitted
Wayne

The Mutual Administration Director's Comments for October, 2016

Daylight Savings Time Change Sunday, November 6, 2016

Take care where you park in your Community

- Red Curb – No parking anytime
- Green Curb – Parking not to exceed 15/30 minutes as marked
- Yellow Curb – Loading and unloading ONLY
- Blue Curb – Disabled person parking ONLY
- Unpainted Curb – Parking permitted unless posted otherwise

Speed limit is 15/25 miles per hour as posted, drive responsibly, STOP at all Stop signs, watch out for other drivers, Leisure World Busses, and golf carts

There is a chill in the air - Fall is here!

With the holiday season rapidly arriving and with cooler fall temperatures here, many of us enjoy the warmth and light offered by a candle. Candles are decorative, come in many pleasing aromas, and can offer ready and simple light during power outages and emergencies. BUT, the use of candles has also resulted in the following statistics (as provided by the U.S. Fire Administration):

If you use a candle, please make sure to follow the following candle safety tips:

- Consider using battery-operated or electric flameless candles and fragrance warmers, which can look, smell, and feel like real candles – without the flame.
- If you do use candles, ensure they are in sturdy metal, glass or ceramic holders, and placed where they cannot be easily knocked down.
- Avoid using candles in bedrooms and sleeping areas.
- Extinguish candles after use and before going to bed.
- Keep candles at least 12 inches from anything that can burn.
- Keep candles out of the reach of children and pets.
- Set a good example by using matches, lighters, and fire carefully.
- Never use a candle where medical oxygen is being used. The two can combine to create a large, unexpected fire.
- **Always use a flashlight – not a candle – for emergency lighting.**
- Never put candles on a Christmas tree.
- When using in-home worship, do not place lit candles in windows where blinds and curtains can close over them, or pass handheld candles from one person to another. To lower the risk of fire, candles should be used by only a few designated adults.
- **And NEVER leave burning candles unattended!**

Remember! Candle fires are PREVENTABLE. The top six days for home candle fires are:

- Halloween
- Thanksgiving
- December 23
- Christmas Eve
- Christmas Day
- New Year's Day

In the event of a fire, remember time is the biggest enemy and every second counts!

Mutual Administration Director: J. Hopkins 10/16