

**A G E N D A**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL SEVENTEEN**  
**April 3, 2018**  
**Meeting begins at 1:30 p.m.**  
**Administration Building Conference Room A**

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
  2. SHAREHOLDER COMMENTS (2-3 minutes per shareholder. Agenda items only)
  3. ROLL CALL
  4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):  

Mr. Moore, GRF Representative  
Ms. Hopkins, Mutual Administration Director  
Mr. Harper, Building Inspector  
Mrs. Pellegrini, Recording Secretary
  5. APPROVAL OF MINUTES:  
**Regular Meeting Minutes of March 6, 2018**
  6. BUILDING INSPECTOR'S REPORT Mr. Harper  
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p. 3)
  7. GRF REPRESENTATIVE Mr. Moore
  8. **UNFINISHED BUSINESS**  
a. Award contract to perform Seismic Study (p. 5) Mr. Hayes
  9. **NEW BUSINESS**  
a. Window washing contract (p. 7) Mr. Hayes  
b. Discuss Emergency Information Council (p. 9) Mr. Hayes  
c. Discuss Walk In Tubs Mrs. Poe
- STAFF SECRETARY BREAK 3:00 p.m.**
10. SECRETARY / CORRESPONDENCE Ms. Schumacher
  11. TREASURER'S REPORT Mr. Massetti
  12. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
  13. ANNOUNCEMENTS

(Friday, March 30, 2018 ka)

14. COMMITTEE REPORTS
  - a. Landscape Committee
  - b. Social Committee
15. DIRECTORS' REPORTS
  - a. Presidents' Report
  - b. Vice Presidents' Report
  - c. Physical Property Report
16. SHAREHOLDER(S)' COMMENTS (2-3 MINUTES)
17. DIRECTORS COMMENTS
18. ADJOURNMENT
19. EXECUTIVE SESSION

**STAFF SECRETARY WILL LEAVE THE MEETING BY 4:10 p.m.**

**NEXT MEETING May 1, 2018  
Administration Building Conference Room A**

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **17**

INSPECTOR: **Mark Harper**

MUTUAL BOARD MEETING DATE: **April 3, 2018**

Print Date: **3/26/2018**

## PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	FINAL INSPECTION	CONTRACTOR / COMMENTS
73-C	TUB INSTALLATION	BOTH	02/28/18	04/27/18	NO	NONE	REBORN CABINETS
76-C	REMODEL	BOTH	01/02/18	02/02/18	YES	01/17/18 R ELECT	AC&R CONSTRUCTION
76-C	REMODEL	BOTH	01/02/18	02/02/18	YES	01/17/18 R PLUMB	AC&R CONSTRUCTION
76-C	REMODEL	BOTH	01/02/18	02/02/18	YES	03/08/18 DWALL	AC&R CONSTRUCTION
76-C	REMODEL	BOTH	01/02/18	02/02/18	YES	NONE	AC&R CONSTRUCTION
76-C	REMODEL	BOTH	01/02/18	02/02/18	YES	NONE	AC&R CONSTRUCTION
76-C	REMODEL	BOTH	01/02/18	02/02/18	YES	NONE	AC&R CONSTRUCTION
88-A	TUB / SHOWER	BOTH	03/05/18	05/15/18	NO	03/07/18 RPLUMB	WESTBY 4 HOMES
88-A	TUB / SHOWER	BOTH	03/05/18	05/15/18	NO	03/09/18 LATH	WESTBY 4 HOMES
88-A	TUB / SHOWER	BOTH	03/05/18	05/15/18	NO	03/12/18 SCRACH	WESTBY 4 HOMES
88-A	TUB / SHOWER	BOTH	03/05/18	05/15/18	NO	03/12/18 BROWN	WESTBY 4 HOMES
88-A	TUB / SHOWER	BOTH	03/05/18	05/15/18	NO	NONE	WESTBY 4 HOMES
114-B	REMODEL BATHROOM	BOTH	12/15/17	03/31/18	NO	NONE	LOS AL BUILDERS
114-B	REMODEL BATHROOM	BOTH	12/15/17	03/31/18	NO	1/17/2018 R PLUMB	LOS AL BUILDERS
114-B	REMODEL BATHROOM	BOTH	12/15/17	03/31/18	NO	01/29/18 LATH	LOS AL BUILDERS
114-B	REMODEL BATHROOM	BOTH	12/15/17	03/31/18	NO	01/26/18 SHOWER P	LOS AL BUILDERS

Contract Services	Project Discription
Class One Arboriculture	Pruning Proposal
Brightview Landscape Services	Landscape Maintenance
Boiler Maintenance Inspections	ProStar
HSG Window Cleaning, Inc.	Window Washing
Fenn Pest & Termite	Termite Inspections
Empire Pipe Cleaning	Sewer Line Maintenance Ex 12/31/19
Nationwide	Fire Alarm Testing & Inspection

Site Visits		
88A	3/2/2018	CNP
M17	3/6/2018	Nationwide Fire
76C	3/8/2018	Dry Wall Inspect
88A	3/9/2018	Lath Inspection
M17	3/12/2018	Broken Landscape Water Valve
53A	3/12/2018	Water Damage
67B	3/12/2018	Water Leak form Tub

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# *Mutual Corporation No. Seventeen*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** AWARD CONTRACT TO PERFORM SEISMIC STUDY (UNFINISHED BUSINESS ITEM A)  
**DATE:** APRIL 3, 2018  
**CC:** MUTUAL FILE

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*I move to award a contract to MHP Structural Engineers to perform a Seismic Study for Mutual Seventeen.*

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# *Mutual Corporation No. Seventeen*

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## MEMO

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**TO:** MUTUAL BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** WINDOW WASHING CONTRACT (NEW BUSINESS ITEM A)  
**DATE:** APRIL 3, 2018  
**CC:** MUTUAL FILE

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*I move to accept the proposal from HSG to wash the Mutual's common area windows \_\_\_\_\_ times during 2018, at a cost not to exceed \_\_\_\_\_ per visit, and to authorize the President to sign the contract.*

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March 16, 2018

To All Mutual Boards of Directors,

It is understood that the Golden Rain Foundation and/or any Mutual Board of Directors do not have responsibility to provide supplies or emergency services to residents of Leisure World in the event of a disaster.

It is therefore important for every resident to become informed on what to do to be ready for such an occurrence and not expect that help will be available.

The Emergency Information Council (EIC) are members/residents of mutuals in Leisure World who meet and gather information on disaster preparedness to help spread the word and encourage everyone to be proactive in self-sufficiency.

The council is asking your support in this effort by requesting a representative from your mutual to attend the monthly EIC meetings. The benefit of participation would be the increased awareness of personal responsibility in this area and steps that can be taken by each of us to help ourselves.

Respectfully,

Kathy Almeida  
EIC Chairperson  
M1.kalmeida@yahoo.com