MINUTES OF THE REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS SEAL BEACH MUTUAL SEVENTEEN July 3, 2018

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Seventeen was called to order by President Gassman at 1:30 p.m. on Tuesday, July 3, 2018, in Conference Room A of the Administration Building, followed by the *Pledge of Allegiance*.

ROLL CALL

Present:	President Gassman, Vice President Hayes, Treasurer Massetti, and Director Poe.
Absent:	Secretary Schumacher
GRF Representative:	Mr. Moore was absent
Guests:	Two Mutual Seventeen resident
Staff:	Ms. Hopkins, Mutual Administration Director Mr. Harper, Building Inspector Ms. Pellegrini, Recording Secretary

MINUTES

The Regular Meeting Minutes of June 5, 2018 were approved by general consent of the Board as presented.

The Organizational Meeting Minutes of June 26, 2018 were approved by general consent of the Board as presented.

EMERGENCY AGENDA ITEM

Following a discussion and upon a MOTION duly made by Treasurer Massetti and seconded by Director Poe it was

> RESOLVED, To amend todays agenda of July 3, 2018, by adding accept proposal from AIM to New Business Item "c".

The MOTION passed.

Following a discussion and upon a MOTION duly made by Treasurer Massetti and seconded by Director Poe it was

> RESOLVED, To amend todays agenda of July 3, 2018, by adding fire sprinkler installation and testing to New Business Item "d".

The MOTION passed.

BUILDING INSPECTOR'S REPORT

Inspector Harper presented his report (attached).

Following questions, Mr. Harper left the meeting at 1:40 p.m.

GRF REPRESENTATIVE'S REPORT

In GRF Representative Moore's absence, Director Poe presented his report (attached).

UNFINISHED BUSINESS

Following a discussion and upon a MOTION duly made by Treasurer Massetti and seconded by Vice President Hayes, it was

> RESOLVED, To request Security Service Director Bristow to inform the Mutual Seventeen Board with what is required by the Security Department to enforce Policy 7502.17 – Parking Regulations.

The MOTION passed.

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

> RESOLVED, To ratify the phone poll conducted on June 8, 2018 to accept the proposal from Roofing Standards Inc. to repair the leak on the roof of building three above Unit 122–C, at a cost not to exceed $750, and authorize the President to sign the contract.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Vice President Hayes and seconded by Treasurer Massetti, it was

> RESOLVED, To ratify the phone poll conducted on June 20, 2018 to conduct the annual test of the fire sprinkler system and install sprinkler heads in the electric rooms, at a cost not to exceed $1200, and authorize the President to sign the contract.

The MOTION passed.

NEW BUSINESS

Following a discussion, and upon a MOTION duly made by President Gassman and seconded by Vice President Hayes, it was

NEW BUSINESS (continued)

RESOLVED, To appoint Gene Badzey as the new Mutual Seventeen Advisory Director for the 2018-2019 term.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Treasurer Massetti and seconded by Director Poe, it was

RESOLVED, To direct the Physical Properties Committee Chair to investigate the cost of three automatic door openers, one in each building.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Vice President Hayes and seconded by Treasurer Massetti it was

RESOLVED, To accept the proposal from AIM, to replace the flow switch in the sprinkler riser pipe at Building Two and to repair the fire alarm panel in Building Three, at a cost not to exceed $415, and to authorize the President to sign the contract.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Vice President Hayes and seconded by Treasurer Massetti, it was

RESOLVED, To conduct the annual test of the fire sprinkler system and install sprinkler heads in the electric rooms, at a cost not to exceed $1800, and authorize the President to sign the contract, Notwithstanding previous Board action.

The MOTION passed.

SECRETARY / CORRESPONDENCE

Secretary Schumacher was absent.

TREASURER'S REPORT

Treasurer Masetti's presented his report (attached).

MUTUAL ADMINISTRATION DIRECTOR

Mutual Administration Hopkins presented her report (attached).

ANNOUNCEMENTS

NEXT REGULAR MEETING: Tuesday, August 7, 2018,
Administration Building, Conference Room A, at 1:30 p.m.

COMMITTEE REPORTS

LANDSCAPE COMMITTEE REPORT

Secretary Schumacher was absent.

SOCIAL COMMITTEE REPORT

President Gassman presented her report (attached).

EMERGENCY INFORMATION COUNCIL

Emergency Information Council Representative Williams presented her report.

PARKING COMMITTEE REPORT

Treasurer Massetti presented his report.

DIRECTORS REPORTS

PRESIDENT'S REPORT

President Gassman presented her report (attached).

VICE PRESIDENT'S REPORT

Vice President Hayes presented his report (attached).

PHYSICAL PROPERTY REPORT

Vice President Hayes submitted his report (attached).

RESIDENT(S) COMMENTS

No resident comments were made.

DIRECTORS COMMENTS

No Director comments were made.

ADJOURNMENT

There being no further business to conduct, President Gassman adjourned the meeting at 2:52 p.m. and announced that there would be an Executive Session following to discuss member issues.

DMarietti for

Attest: Regine Schumacher, Secretary
SEAL BEACH MUTUAL SEVENTEEN
ka: 07/09/18
Attachments

RESOLUTIONS IN THE REGULAR MONTHLY MEETING OF JULY 3, 2018

07/03/2018 RESOLVED, To amend todays agenda of July 3, 2018, by adding accept proposal from AIM to New Business Item "c".

RESOLVED, To amend todays agenda of July 3, 2018, by adding fire sprinkler installment and testing to New Business Item "d".

RESOLVED, To request Security Service Director Bristow to inform the Mutual Seventeen Board with what is required by the Security Department to enforce Policy 7502.17 – Parking Regulations.

RESOLVED, To ratify the phone poll conducted on June 8, 2018 to accept the proposal from Roofing Standards Inc. to repair the leak on the roof of building three above Unit 122–C, at a cost not to exceed $750, and authorize the President to sign the contract.

RESOLVED, To ratify the phone poll conducted on June 20, 2018 to conduct the annual test of the fire sprinkler system and install sprinkler heads in the electric rooms, at a cost not to exceed $1200, and authorize the President to sign the contract.

RESOLVED, To appoint Gene Badzey as the new Mutual Seventeen Advisory Director for the 2018-2019 term.

RESOLVED, To direct the Physical Properties Committee Chair to investigate the cost of three automatic door openers, one in each building.

RESOLVED, To accept the proposal from AIM, to replace the flow switch in the sprinkler riser pipe at Building Two and to repair the fire alarm panel in Building Three, at a cost not to exceed $415, and to authorize the President to sign the contract.

RESOLVED, To conduct the annual test of the fire sprinkler system and install sprinkler heads in the electric rooms, at a cost not to exceed $1800, and authorize the President to sign the contract, Notwithstanding previous Board action.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: 17 **INSPECTOR:** Mark Harper

MUTUAL BOARD MEETING DATE: July 3, 2018 **Print Date:** 6/25/2018

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	FINAL INSPECTION	CONTRACTOR / COMMENTS
62-B	FLOORING	GRF	06/20/18	11/20/18	NO	NONE	LW DÉCOR
97-A	HEAT PUMP	BOTH	06/18/18	09/18/18	NO	NONE	GREENWOOD
115-C	CABINETS / COUNTERS	BOTH	04/02/18	07/02/18	NO	06/22/18 FINAL	FLAMINGO CABINETS
115-C	REMODEL	BOTH	04/02/18	07/02/18	YES	04/13/18 RPLUMB	AC&R CONSTRUCTION
115-C	REMODEL	BOTH	04/02/18	07/02/18	YES	06/22/18 FINAL	AC&R CONSTRUCTION

Contract Services	Project Discription
Brightview Landscape Services	Landscape Maintenance
HSG Window Cleaning, Inc.	Window Washing Ex 12/31/19
Orang County Fire Authority	Fire Inspection 05/29/18
ASI Fire	Fire Extinguisher Charging
Fenn Pest & Termite	Termite Inspections
Empire Pipe Cleaning	Sewer Line Maintenance Ex 12/31/19
Aim Services	Fire Alarm Testing & Inspection

Site Visits

RECAP OF GOLDEN RAIN FOUNDATION BOARD ACTIVITY OF JUNE 26, 2018

Approved Minutes

Approval of the minutes of the May 22, 2018, June 5, 2018, June 12, 2018 and June 18, 2018 Golden Rain Foundation (GRF) Board of Directors (BOD) meetings was deferred until the July meeting.

General – Mission Park Addendums – Vinyl Screening Fencing

MOVED and duly approved the addition of vinyl fencing, in the locations indicated in the agenda packet and authorize the Executive Director to initiate the installation, in the amount of $5,400. Funding through existing Mission Park project budget.

General – Mission Park Addendums – Alumna Wood Shade Cover, Bocce Seating Area

MOVED and duly approved the addition of an alumna wood shade structure over the Bocce court seating area, as indicated in the agenda packet, and authorize the Executive Director to initiate the installation, in the amount of $2,660. Funding through existing Mission Park project budget.

General – Mission Park Addendums – Additional Seating Area, with Shade Cover

The motion to approve the additional seating area with shade cover as indicated in the agenda packet and authorize the Executive Director to initiate the installation, in the amount of $6,300, funding through existing Mission Park project budget, failed to carry.

General – Mission Park Addendums – Sod, instead of Seed

MOVED and duly approved additional Capital Funding, in the amount of $18,000, for the installation of sod at the Mission Park project and authorize the President to sign the contract.

General – Mission Park Addendums – Court Fencing, with Wind Screen

MOVED and duly approved additional Capital Funding, in an amount not to exceed $24,000, for the installation of 270 linear feet of 10-foot-tall fencing, with windscreen for the multi-purposed court at the Mission Park project and authorize the President to sign the contract.

Mutual 17 Treasurer's Report

July 2, 2018

As of May 31, 2018 our year-to-date income was $245,500. Our year-to-date expenses were $219,300. So our year-to-date income exceeded our expenses by $26,200.

These summaries are reflected in the Financial Statement Recap which is attached.

Thank you,

Dominic Massetti

1017 Seal Beach Mutual No. Seventeen
Financial Statement Recap
05/31/2018

P.O. Box 2069
Seal Beach CA 90740

May Actual	May Budget		2018 Y-T-D Actual	2018 Y-T-D Budget
38,369	38,368	Carrying Charges	191,834	191,840
5,101	5,102	Reserve Funding	25,506	25,510
43,470	**43,470**	**Total Regular Assessments**	**217,340**	**217,350**
1,372	1,250	Financial Income	7,061	6,250
10,030	79	Other Income	21,105	395
11,402	**1,329**	**Total Other Income**	**28,166**	**6,645**
54,872	**44,799**	**Total Mutual Income**	**245,506**	**223,995**
16,797	19,240	GRF Trust Maintenance Fee	93,757	96,200
6,221	5,829	Utilities	27,625	29,145
588	905	Professional Fees	2,918	4,525
12,280	10,922	Outside Services	55,284	54,610
2,844	2,804	Taxes & Insurance	14,222	14,020
5,101	5,102	Contributions to Reserves	25,506	25,510
43,832	**44,802**	**Total Expenses Before Off-Budget**	**219,312**	**224,010**
11,040	**(3)**	**Excess Inc/(Exp) Before Off-Budget**	**26,194**	**(15)**
275	0	Depreciation Expense	1,377	0
10,764	**(3)**	**Excess Inc/(Exp) After Off-Budget**	**24,817**	**(15)**
		Restricted Reserves		
2,662	0	Painting Reserve	214,025	0
1,519	0	Roofing Reserve	251,530	0
0	0	Emergency Reserve Equity	748,261	0
921	0	Infrastructure Reserve	248,669	0
5,101	**0**	**Total Restricted Reserves**	**1,462,484**	**0**

Mutual Administration Director's Report
July 2018 Election Results Term 2018-2019

Mutual	# of Units	# of Estates at time of Election	Total # of Ballots Received	Total % of Members Voting	Total Votes Cast for Write-in Candidates Who Accepted Nomination	Total Votes Cast for Abstention Only	Total Votes Cast for Quorum Only
ONE	844	21	423	51%	0	1	0
TWO	864	25	410	48%	0	6	7
THREE	432	16	199	47%	0	6	2
FOUR	396	10	215	55%	0	3	2
FIVE	492	9	218	45%	0	2	15
SIX	408	9	214	53%	0	2	1
SEVEN	384	18	209	57%	0	4	1
EIGHT	348	7	190	55%	0	1	2
NINE	384	5	194	51%	0	1	1
TEN	276	No election this year; annual meeting only					
ELEVEN	312	5	200	65%	0	2	0
TWELVE	452	12	207	47%	72*	9	1
FOURTEEN	328	5	229	70%	0	7	4
FIFTEEN	502	22	327	68%	0	4	8
SIXTEEN	60	2	31	53%	0	0	0
SEVENTEEN	126	7	79	66%	0	0	3

Mutual	President	GRF Directors
ONE	Saundra Luther-Stark	Richard Stone Leah Perrotti
TWO	Sandy Esslinger	Paul Pratt Paula Snowden
THREE	Carol Ginthner	Linda Stone
FOUR	Bob Slater	Marsha Gerber
FIVE	Dr. Betty Coven	Wayne Gould
SIX	Mary Granger	Susan Hopewell
SEVEN	Sue Rotter	Kathleen Rapp
EIGHT	Camille Thompson	Suzanne Fekjar
NINE	Debra Schnaufer	Antonio Dodero
TEN	Ruthann Arlart	Ronde Winkler
ELEVEN	Geoff Davies	Irma Heinrichs
TWELVE	Richard Carson	
FOURTEEN	Lee Melody	Barry Lukoff
FIFTEEN	Jackie Dunagan	Robert Crossley
SIXTEEN	Al Grenrock	
SEVENTEEN	Cathy Gassman	Perry Moore

SOCIAL CHAIR - CATHY GASSMAN
JULY, 2018

No condolence cards sent.

Our annual picnic scheduled for Sunday, August 12th is fast approaching. I hope you have saved the date. Picnic details as well as "welcome new residents (buildings 2and 3) to follow.

PRESIDENT'S REPORT

JULY, 2018

Thank you Mutual 17 residents for reelecting me, and the Board of Directors for having the confidence to assign me the responsibilities of Mutual President.

A leader needs support and I have the best. Our Vice President Peter Hayes's, wealth of knowledge will be invaluable to bring me up to speed. Our CFO Nick Massetti's, dedication to our mutual will aid me with our finances, and our other two Board members, Regina Schumacher and Norma Poe have faithfully served on our Board and will continue to be assets.

I cannot stress enough the importance of working as a team, and I am sure with everyone's cooperation the following year will be a successful one.

I encourage all residents to attend our Board meetings on the first Tuesday of each month to stay informed and be involved.

Thank you

Mutual 17 Monthly Meeting, July 3rd, 2018

Vice-President's Report

Not much to report that isn't already covered somewhere else.

We had a new resident join us last month. Welcome to Teresa Huerta who now resides in Building1.

We also said goodbye to our long-time resident Marlene Hart, who recently moved from Building 2 to an assisted living facility.

It seems that we have some residents who tend to forget that the laundry room is shared by 41 other units. Spreading a small load of laundry among 2 dryers (one towel and a couple of wash cloths in each dryer) as was seen recently in Building 2, is not being very thoughtful about your fellow residents. Apart from denying anyone else the use of the dryer it increases the utility costs which we all have to pay. Just another example of why I believe that we should very seriously consider contracting out for the operation of our laundry room equipment. That way everyone would be paying based on the actual amount of time they used the equipment.

Peter Hayes, Vice-President

Mutual 17 Monthly Meeting, July 3rd, 2018

Physical Property Report

Welcome to the first meeting of the new 2018-2019 Board of Directors.

We are off to an excellent start with the good news from the Structural Engineering firm that we recently hired to conduct a seismic stability evaluation of our buildings. We did this in response to some concerns expressed by a few residents after seeing news reports of the disastrous results of an earthquake in Mexico City. (Hardly surprising considering Mexico City is built on an underground lake!) We received a draft of the report last week and it is quite extensive. Rather than bore you with the whole thing (it's about 17 pages long) I will quote a paragraph from the Executive Summary which basically sums up the results of the survey:
"The buildings are expected to maintain structural stability during a code-level earthquake. Seismic strengthening is not considered necessary and is not required by current code or city ordinance". That is good news indeed.

We completed the installation of door closers on all 18 of the center stairwell doors and that should eliminate the slamming noises generated when people can't be bothered to close them quietly. It may come as a surprise to people who use the stairs frequently when they first encounter some resistance to opening the doors but they will get used to it in due time.

During the closer installation we found a couple of doors that were beginning to delaminate and David was able to fix them before they deteriorated any further.

David also fixed 2 washing machines and 2 dryers during the last month, as well as changing several light fixture ballasts and fluorescent tubes.

You may have noticed that the catches which we installed a few years ago to temporarily hold open the doors leading from the lobby have been removed. I realize this is very inconvenient for a lot of people but unfortunately it was required by the Orange County Fire Prevention Specialist who recently conducted an inspection of our facilities. He also identified quite a few other deficiencies which we are working on resolving. Some of them involve conditions that have existed since the buildings were initially constructed. Everything was totally in compliance with the regulations in force at that time and we are very unhappy that we are now being expected to spend many thousands of dollars to resolve problems that have never been identified previously. We try very hard to make sure that we comply with the myriad of government regulations

that govern projects such as ours, but it becomes very frustrating when they drag up requirements that are so completely unreasonable.

The recent fire alarm inspections that we contracted for revealed some problems with the alarm buzzers in some units and with portions of the wiring system in Building1. These have already been taken care of, but there were a couple of deficiencies in the alarm panels in Buildings 2 and 3 and a problem with the sprinkler riser flow switch in Building 2, that we are still working on resolving.

The O.C.F.A Specialist also required us to conduct a complete annual inspection of our fire sprinkler systems, which we have only previously had to conduct every 5 years. This involves entry into every unit to inspect every sprinkler head, as well as the ones in the garage area and elsewhere in the buildings. Any that appear to have deteriorated will have to be replaced and that requires that the whole building sprinkler piping system be completely drained. This work, which may also involve the alarms sounding periodically, is tentatively scheduled for the 13th, 14th and 15th of August. I'll post notices closer to the time.

A few days ago when I was in the laundry room of Building 3 I noticed it was quite hot so I had our repair man check it out and he found that the air conditioning unit was almost completely out of Freon. Once upon a time you could buy that stuff for about 98 cents a pound. Then it was declared to be a bad pollutant and the going price now is $60 a pound, so that repair was quite expensive.

Happy 4th

Peter Hayes

MUTUAL 17 ANNUAL HOMEOWNERS MEETING
JUNE 26, 2018

THANKS AGAIN FOR ALLOWING ME TO SERVE AS A DIRECTOR THIS LAST YEAR.

WE NEED TO HAVE MORE MEMBERS TO STEP UP AND SERVE AT LEAST ONE TERM ON THE BOARD. YOU CAN MAKE A DIFFERENCE AND THERE IS A LOT OF HIDDEN TALENT OUT THERE. YOUR BOARD MEMBERS ARE NOT GETTING ANY YOUNGER, AT LEAST A FEW OF US.

I WILL CONTINUE TO SERVE TO THE BEST OF MY ABILITY. I DO BELIEVE IN TRANSPARANCY AND FOLLOWING THE RULES AND REGULATIONS AND POLICIES.

THANKS TO THE LEISURE WORLD STAFF FOR THEIR HELP AND ADVICE AND TO OUR RECORDING SECRETARIES FOR SITTING THROUGH LONG DISCUSSIONS, AND STILL MAINTAIN A PLEASANT ATTITUDE. THANKS, ALSO, TO PERRY MOORE, OUR GRF REPRESENTATIVE, FOR LOOKING OUT FOR OUR INTERESTS AS WELL AS THE LEISURE WORLD COMMUNITY. AND THANKS TO PETER HAYES FOR ALL THE HOURS HE DEDICATTES TO OUR MUTUAL.

RESPECTFULLY,
NORMA POE, DIRECTOR