

**MINUTES OF THE REGULAR MONTHLY MEETING OF  
THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL FOUR  
April 13, 2016**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Four was called to order, following the open forum for shareholders to address the Board, by President Slater on Wednesday, April 13, 2016, at 9:30 a.m. in Conference Room A of the Administration Building, followed by the *Pledge of Allegiance*.

**ROLL CALL**

Present: President Slater, Vice President Levitt, Secretary Kuhl, Chief Financial Officer Smith, and Directors Gerber, Wade, and Harris

GRF

Representative: Mrs. Reed

Guests: Five shareholders of Mutual Four

Staff: Mrs. Weller, Mutual Administration Director  
Mr. Black, Building Inspector  
Ms. Martin, Recording Secretary

**INTRODUCTIONS**

President Slater welcomed the guests and staff members to the meeting.

**MINUTES**

President Slater asked if there were any corrections to the March 9, 2016, Board Meeting minutes. There being none, the minutes were approved as printed.

President Slater asked if there were any corrections to the April 6, 2016, Special (Agenda) Meeting minutes. There being none, the minutes were approved as printed.

**GRF REPRESENTATIVE'S REPORT**

GRF Representative Reed presented her report (attached).

**BUILDING INSPECTOR'S REPORT**

Inspector Black presented his report (attached).

Inspector Black stated that the carport painting will start April 13, 2016.

Inspector Black left the meeting at 10:05 a.m.

**OLD BUSINESS**

President Slater discussed samples of signage for parking in the Mutual (attached). Vice President Levitt will submit some corrections/suggestions of signage to President Slater. Director Wade requested to paint the striping on the streets.

Following a discussion, and upon a MOTION duly made by Director Wade and seconded by Secretary Kuhl, it was

RESOLVED, To accept the signage as discussed and research costs.

The MOTION passed.

**NEW BUSINESS**

President Slater stated that the Monthly Agenda Meeting will start at 9:00 a.m.

President Slater asked a shareholder to read the statement:

Per the Mutuals' Bylaws, Article IV, Section 7, "I, Tom Gerrity of Unit 49-K (shareholder intend to vote my ballot cumulatively for the election of Directors for the 2016-2017 term of office."

**NEW BUSINESS (Continued)**

It is the consensus of the Board that the May 11, 2016, Regular Board Meeting will be as scheduled.

President Slater requested Mutual Administration Director Weller to come up with a disclaimer that Mutual Board members came up with the offer.

Following a discussion, and upon a MOTION duly made by CFO Smith and seconded by Vice President Levitt, it was

RESOLVED, That the Mutual Administration Office produce a letter that offers our shareholders either FireStops or SmartBurners at Mutual cost that will include a disclaimer that will be signed by the shareholder refusing either unit, if they take neither option.

The MOTION passed.

President Slater called for a break from 10:46 a.m. to 11:01 a.m.

**MUTUAL ADMINISTRATION DIRECTOR'S REPORT**

Mrs. Weller submitted her report (as attached).

In addition, Mrs. Weller discussed emotional support animal.

Mrs. Weller stated that when the shareholder passes away the caregiver has 90 days to leave the unit. This is under the California Civil Code Section 51.3.

**PRESIDENT'S REPORT & BUILDINGS 73 – 77**

President Slater submitted his report (as attached).

**VICE PRESIDENT'S REPORT & BUILDINGS 81, 85 – 89**

Vice President Levitt's submitted his report (attached).

**CHIEF FINANCIAL OFFICER'S REPORT & BUILDINGS 38 – 43**

CFO Smith presented her Financial Report (attached).

**PHYSICAL PROPERTY/DIRECTOR'S REPORT & BUILDINGS 78 – 80, 82 – 84**

Director Wade presented her report (attached).

**EMERGENCY PREPAREDNESS REPORT & BUILDINGS 44 – 47, 49, 52**

Secretary Kuhl presented her report (attached).

**DIRECTOR'S REPORT / WEBSITE & BUILDINGS 48, 50 – 52**

Director Gerber presented her report (attached).

Director Harris presented her report (attached).

**SHAREHOLDER COMMENT**

One shareholder made a comment.

**EXECUTIVE SESSION**

Member issues were discussed in Executive Session.

**ADJOURNMENT**

There being no further business to conduct, President Slater adjourned the meeting at 11:21 a.m. and announced there would be an Executive Session following the meeting to discuss member issues.



Attest

Janet G. Kuhl, Secretary  
SEAL BEACH MUTUAL FOUR  
mm:04/27/16  
Attachments

(These are tentative minutes, subject to approval by the Board of Directors at the next Regular Board of Directors Meeting.)

**NEXT MEETING: MAY 11, 2016**

**RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING OF APRIL 13, 2016**

04/13/16      RESOLVED, To accept the signage as discussed and research costs.

RESOLVED, That the Mutual Administration Office produce a letter that offers our shareholders either FireStops or SmartBurners at Mutual cost that will include a disclaimer that will be signed by the shareholder refusing either unit, if they take neither option.

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (04) FOUR

INSPECTOR: Kevin Black

MUTUAL BOARD MEETING DATE: April 13, 2016

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
M4-39	re-roof	YES	03/28/16	08/04/16	NOT YET		roofing standards
M4-41	re-roof	YES	03/28/16	08/04/16	NOT YET		roofing standards
M4-46	re-roof	YES	03/28/16	08/04/16	NOT YET		roofing standards
M4-49	re-roof	YES	03/28/16	08/04/16	NOT YET	nailling 4/7/16	roofing standards
M4-73	re-roof	YES	03/28/16	08/04/16	NOT YET		roofing standards
M4-80	remodel	YES	03/28/16	08/04/16	NOT YET		roofing standards
4-79A	remodel	YES	01/20/16	06/20/16	NOT YET	brown coat	Alpha master builders
4-87F	carport cabinet	YES	04/01/16	04/08/16	NOT YET		walter plippo
4-82F	cart pad	YES	03/28/16	04/28/16	NOT YET		Franks Gardening Service
4-79A	full remodel	YES	01/20/16	06/20/16	YES	rough plumb,elec,framing 3/10/16	Alpha master builders
4-46L	kit. Bath remodel	YES			NOT YET	shw. Lath	kress const.
4-48B	kit. Remodel	YES			YES	rough plumb., elec. 3/14/16	Ogan const
4-79A	full remodel	YES	01/20/16	06/20/16	YES	reinspect framing 3/18/16	Alpha master builders
4-79A	full remodel	YES	01/20/16	06/20/16	YES	insulation. 3/22/16	Alpha master builders
4-79A	full remodel	YES	01/20/16	06/20/16	YES	drywall. 3/24/16	Alpha master builders
4-79A	full remodel	YES	01/20/16	06/20/16	YES	interior lath, hot mop	Alpha master builders

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (04) FOUR

INSPECTOR: Kevin Black

MUTUAL BOARD MEETING DATE: April 13, 2016

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
4-88G					03/10/16		
4-86K					03/21/16		
4-87L		03/23/16					
4-37D		03/24/16					
4-89D			03/25/16				
4-37D			04/05/16				
4-41H		04/06/16					
4-37D				04/08/16			
4-87L				04/11/16			
4-83G			04/11/16				
4-87L			04/11/16				
4-89D				04/12/16			
4-83G				04/13/16			

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

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (04) FOUR      INSPECTOR: Kevin Black

MUTUAL BOARD MEETING DATE: April 13, 2016

<b>CONTRACTS</b>	
CONTRACTOR	PROJECT
Total Landscape Maintenance	on going landscape
Fenn termite and pest control	on going pest control and termites control
Roofing Standards	re-roof of buildings 39,41,46,49,73,80
Kress Construction	replacing stove pipes and hoods incunjunction with roofing program

<b>SPECIAL PROJECTS</b>	
CONTRACTOR	PROJECT
Roofing Standards	re-roof of buildings 39,41,46,49,73,80
Kress Construction	replacing stove pipes and hoods incunjunction with roofing program



April 13, 2016  
GRF Report  
Mutual 4

"I am determined to be cheerful and happy in whatever situation I may find myself. For I have learned that the greater part of our misery or unhappiness is determined not by our circumstances but by our disposition." Martha Washington

Here we are at the end of another GRF year. The ballots for both the Mutual 4 Board and for the GRF election will be mailed soon. They are mailed in separate envelopes. The envelopes look the same on the outside. The Mutual ballots and return envelopes will be a pale yellow. The GRF ballots and return envelopes will be pale blue. They will arrive at different times. Please follow directions very carefully. We have a couple of envelopes mailed back with no ballots or are unsigned each year. Looking forward to seeing you at the Annual Meeting.

The committees are trying to finish up work before the new board is seated. That leaves a very busy May to get things done. The new GRF board will be seated in June. The new officers will be elected, committee chairs selected and committee assignments announced. It is kind of like Christmas Morning for all directors waiting to see what they will be working on all year. The assignments of committee chairs and committees is chosen solely by the GRF President.

I have included committee re caps for you to look over. If you have any questions please come to that committee or call me for more information. Check the newspaper under government to find when GRF committees meet.

**Some things that I would like to draw your attention to:**

1. The St. Andrews street project (from two lanes to one) has been tabled for the time being.
2. The giant marshmallow (the globe) will have an unveiling week in June.
3. Pickle Ball is being played at Clubhouse 1, every Sunday all day. Check it out.

Thank you for allowing me to serve Mutual 4 as your GRF Representative these last two years.

GRF Corporate Secretary  
Joy Reed



## ADR COMMITTEE MEETING

### SUMMARY REPORT

**Monday, March 21, 2016**

Action/Request	Person Responsible
<p><b>1. Minutes – February 18, 2016</b></p>	Approved
<p><b>2. <u>Old Business – Onsite Sales Office/ Landscape &amp; Planter Area Behind Administration Building</u></b>            Physical Property Committee returned this item back to the ADRC at their meeting on March 2, 2016, to approve Hoskins + Hoskins' contract for landscape architectural services.</p> <p>After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Stone and passed with one abstain (Mr. Lukoff) and carried by Committee members present to approve landscape architectural services contract as presented by Hoskins + Hoskins in the amount of \$1,500.00, GL 6438000-ADR</p>	<p>Mark Weaver</p> <p>Chair Reed also requested to invite Hoskins + Hoskins to the next Work Study Session, which is scheduled for Monday, March 28, 2016, 10:00 am in the Administration Conference Room.</p>
<p><b>3. <u>Old Business – Logo, Design Modifications and Update.</u></b>            Executive Director presented two samples from designer for the Committee to review. Executive Director to return to the ARD Committee with an update. It is the consensus of the Committee for a more stylized, simple design. It's okay to drop the seal, keep GRF and the sun.</p>	Randy Ankeny
<p><b>4. <u>Old Business – Christmas Decorations</u></b>            Chair Reed formed a Christmas Decorations Sub Committee with the following members:            Mary Greer (Chair), Paula Snowden, Kathy Rapp, Margie Doderer and Joy Reed</p>	Deanna Bennett
<p><b>5. <u>Old Business – Floor Patterns for Clubhouse 4</u></b>            After discussion and review of floor patterns, Ms. Rapp MOTIONED, seconded by Mr. Lukoff and unanimously carried by Committee members present to select Option #1, with the removal of the square tiles, changing to a herringbone pattern with a border of the brick pattern from the Lobby around the perimeter, dividing the assembly halls into three sections.</p>	<p>Mark Weaver</p> <p>Pattern: Herringbone</p> <p>Flooring: TP065</p>

Action/Request	Person Responsible
<p><b>6. <u>Staff Reports</u></b></p> <p><b><u>Executive Director</u></b> reported he is looking for new chairs for the new Conference Room in Building 5. He will look into auditorium-style chairs and will bring a report to the Committee at the next scheduled meeting. He also reported the same carpet in the Administration Conference Room will be used for the new Conference Room in Building 5.</p> <p>Executive Director reported some modifications will need to be made to the stage area in Clubhouse 4. Will request input from the ADR Committee for the color of the handrails at a future meeting.</p>	<p>Randy Ankeny</p> <p>Mark Weaver</p>
<p><b><u>Facilities Director</u></b> reported the new sign for the Onsite Sales Office is in place and mentioned the request for an additional sign to be placed in front of the Onsite Sales Office.</p> <p>Ms. Rapp MOTIONED, seconded by Ms. Stone and unanimously carried by the Committee members present to approve the purchase of another "Onsite Sales Office" sign to be placed in front of the Onsite Sales Office, at a cost of approximately \$630.00.</p> <p>Facilities Director also reported that the vinyl fencing for the Onsite Sales Office comes in various colors and presented the Committee with an example that would coordinate with building.</p> <p>After a brief discussion, Ms. Stone MOTIONED, seconded by Mrs. Doderio and unanimously carried by the Committee members present to approve the color as shown by the Facilities Director.</p> <p>Facilities Director also reported the Astrolabe is still in need of painting the stars, zodiac signs and Roman numerals in gold.</p> <p>After a brief discussion, it is the consensus of the Committee for staff to seek out art student at local university to possibly paint those items on the Astrolabe.</p>	<p>Mark Weaver</p> <p>Mark Weaver</p> <p>Randy Ankeny</p>



## EXECUTIVE COMMITTEE MEETING

### SUMMARY REPORT

Friday, March 11, 2016

Action/Request	Person Responsible
<b>1. UNFINISHED BUSINESS: Employee Handbook, Proposed Revision</b>	The Committee MOVED to not revise the Employee Handbook.
<b>2. NEW BUSINESS: Seek labor attorney opinion</b>	The Committee MOVED to request the opinion of labor attorney Gregory Wolfson, pertaining to posting employee policies and the employee handbook on the Leisure World web site.
<b>3. NEW BUSINESS: Job Description/Title Changes</b>	The Committee MOVED to approve the title changes of the Mutual Administration Assistant Manager to Mutual Administration Assistant Director, the Recreation Supervisor to Recreation Manager, the Assistant Recreation Supervisor to Recreation Supervisor and the Accounting Supervisor to Finance Manager.
<b>4. NEW BUSINESS: Employee Medical Deductible Fund</b>	The Human Resources Director will contact the insurance broker to request the number of employee hospitalizations last year.
<b>5. NEW BUSINESS: Employee Holiday Fund</b>	The Executive Director will propose a plan of action at the April Committee meeting.
<b>6. NEW BUSINESS: Emergency Planning Red Book</b>	The Committee reached consensus to amend the Red Book, with changes to be sent to the Safety/Emergency Coordinator and to recommend the GRF BOD accept any amendments.
<b>7. NEW BUSINESS: Amend Policy 5080-30, Master Plan of GRF</b>	A motion will be made at the March GRF BOD meeting to add this policy amendment to the GRF BOD agenda.



## FAR AD HOC COMMITTEE MEETING

### SUMMARY REPORT

Monday, March 7, 2016

Action/Request	Person Responsible
<b>1. UNFINISHED BUSINESS: Locker Assignments</b>	Consensus of Committee to refer locker assignment wait lists to the Recreation Committee
<b>2. UNFINISHED BUSINESS: Move of Hitting Cages to Clubhouse Two</b>	Consensus of Committee to refer move of Hitting Cages to Clubhouse Two to the Recreation Committee
<b>3. UNFINISHED BUSINESS: Clubhouse Five Update</b>	The Executive Director will present rudimentary plans/recommendations for Clubhouse Five at the April FAR Ad Hoc Committee meeting
<b>4. NEW BUSINESS: Conversion of 1.8 Acres to additional Mini-Farms</b>	Consensus of Committee to refer conversion of 1.8 acres to additional mini-farms to the Recreation Committee
<b>5. NEW BUSINESS: Pickle Ball Trial</b>	The Recreation Department to include Pickle Ball numbers in the usage report



## FINANCE COMMITTEE MEETING

### SUMMARY REPORT

Tuesday, March 15, 2016

Request	Person Responsible/Action
1. February 16, 2016 minutes were approved as presented	Marisa McAuley to post the minutes to the Website
2. February 2016 were accepted and forwarded to GRF Board for acceptance.	Carolyn Miller – will send Deanna the action to be taken by the Board on the March 22 <sup>nd</sup> GRF Board meeting
3. Accept February 2015 Financial Statements	to approve the final draft 2015 Golden Rain Foundation Financial Statements as of December 31, 2015, for the year then ended, and the proposed Independent Auditors' Report as submitted by NSBN LLP, hereby accepts the above mentioned Financial Statements and reports therein (Exhibit A), reflecting excess income of \$364,007 to be allocated in its entirety to the Replacement Reserve Fund pursuant to Policy 5528-31 – Refund of Excess Income.
4. UNFINISHED BUSINESS: Review of Reserve Study – Percent Funding and Inflationary Rate.	Unanimously Suggest the GRF BOD use the percentage rate of 70% - 80% funded and achieve in 5-7 years.  Unanimously recommend the GRF BOD set the Inflationary rate for the Reserve Study at 4%.
5. NEW BUSINESS: Approve RSI Proposal	To recommend the GRF BOD accept the proposal from RSI for an update (Reserve Study) without site visit for \$5,490 for the 2017 fiscal year.
6. NEW BUSINESS: Approve Video Producers Club Lease	Unanimously recommend the GRF BOD approve the proposed Video Producers Club Lease
7. NEW BUSINESS: Approve Golden Age Foundation Lease	To recommend the GRF BOD approve the proposed Golden Age Foundation Lease

<p><b>8. NEW BUSINESS: Policy on Capital Purchases Variances</b></p>	<p>Consensus of Committee for Staff to draft Policy on Capital Purchases and Variances</p>
<p><b>9. NEW BUSINESS: Approve Non-Budgeted Funding – Assistant Service Maintenance Supervisor</b></p>	<p>Unanimously approved the funding from the Operational budget of the newly created position of the Assistant Service Maintenance Service Supervisor for an amount up to \$76,110 annually.</p>
<p><b>10. NEW BUSINESS: Approve Non-Budgeted Funding – Technijian Monthly Recurring Support Services</b></p>	<p>Unanimously recommended the GRF BOD approve to re-allocate funds and accept Technijian's monthly service agreement for \$9,076.95 per month, to be charged against the operating budget. A new GL account will be created to record IT outsourcing services.</p>
<p><b>11. NEW BUSINESS: Approve Capital Funds – Desk Chairs Physical Property Workstations</b></p>	<p>Unanimously approved the addition of 3 desk chairs to the Workstation project at a cost not to exceed \$650.00</p>
<p><b>12. NEW BUSINESS: Approve Reserve Funds – Floor Replacement Clubhouse Six (6)</b></p>	<p>Unanimously recommend the GRF BOD award a contract to Bixby Plaza Carpets &amp; Flooring to replace the upstairs flooring at Clubhouse 6, Asset ID 0701, approx. 5,000 sq. ft., excluding the Exercise area, and to use the flooring approved by the ADRC, Johnson Navia LVT flooring, color Jet, for a cost not to exceed \$36,900, including a \$1,500 contingency, funds coming from the Reserves and authorize the President to sign the contract.</p>
<p><b>13. NEW BUSINESS: Approve Community Wide Movement Study</b></p>	<p>Unanimously recommend the GRF BOD award a contract to Urban Crossroads to develop a CAMUTCD (California Manual on Uniform Traffic Control Devices) Implementation Strategy for Leisure World Seal Beach and outline Policy Implementations; Signage, Pavement Markings; and Design Modifications needed to bring Leisure World into compliance, at a cost not to exceed \$7,040, funding through the Capital Account, and authorize the President to sign the contract.</p>
<p><b>14. NEW BUSINESS: Approve Capital Funds – Two Paychex Time Clocks</b></p>	<p>Unanimously approved the funding to purchase two Paychex Time Clocks with annual agreements at a cost not to exceed \$5,520.00 from the Capital Fund Budget of Cost Center 37, Security.</p>

**15. Investments**

Unanimously approved adding \$500,000 to the investment ladder to invest in a 52-week CDAR at 5%





---

## SPECIAL FINANCE COMMITTEE MEETING

---

### SUMMARY REPORT

Thursday, March 17, 2016

Action/Request	Person Responsible
<p>The Committee members heard presentations on investment options from the following Companies:</p> <ul style="list-style-type: none"><li>• Merrill Lynch</li><li>• US Bancorp (A Division of US Bank)</li><li>• BNY Mellon</li><li>• First Foundation Bank</li><li>• Charles Schwab</li></ul>	



## ITS COMMITTEE MEETING

### SUMMARY REPORT

Monday, March 8, 2016

Action/Request	Person Responsible
1. CHAIR'S ANNOUNCEMENTS	It was the consensus of the Committee members to start next month's meeting at 9:30 a.m.
2. UNFINISHED BUSINESS: Monthly Maintenance Contract	Daniel Fabian - <b>TO</b> recommend the GRF BOD approve to re-allocate funds and accept Technijian's monthly service agreement for \$9,076.95 per month, to be charged against the operating budget. A new GL account will be created to record contracted IT services.
3. UNFINISHED BUSINESS: PROJECT MANAGER SOFTWARE	Daniel Fabian - <b>TO</b> approve the Wrike Professional project management software with 10 users. The first implementation will start in the Physical Properties Department.
4. NEW BUSINESS: Domain Name Renewals	It was the consensus of the Committee members to renew the 14 domains in the amount of \$560.00 per year.



---

## MUTUAL ADMINISTRATION COMMITTEE MEETING

---

### SUMMARY REPORT

Tuesday, March 8, 2016

Action/Request	Person Responsible
<b>1. UNFINISHED BUSINESS:</b> Fee Schedule for Stock Transfer/Attorney Services – Update; possible Addition of Deposit to Ensure Return of Member ID Card	The Executive Director will refer to corporate counsel.
<b>2. NEW BUSINESS:</b> Method of Registration of Caregiver Agencies; Qualifications for Registration	Qualifications to register caregiver agencies are under further review by the Mutual Administration Committee.
<b>3. NEW BUSINESS:</b> Amend Policy 5536.1-33, Guest Passes	<b>TO</b> recommend to the GRF BOD amendment of Policy 5536.1-33, Guest Passes, upon final amendment at the April Mutual Administration Committee meeting.



## PHYSICAL PROPERTY COMMITTEE

### SUMMARY REPORT

Wednesday, March 2, 2016

Action/Request	Person Responsible
1. <b>Minutes from February 3, 2016</b>	Approved
2. <b>Correspondence</b> a. Disposal of Light Bulbs	Mark Weaver to look into designating another accessible location for disposal of light bulbs
3. <b>Old Business – Perimeter Wall, Section A</b> <ul style="list-style-type: none"><li>Mr. Moore MOTIONED, seconded by Mr. McGuigan and unanimously carried with Ms. Greer absent – TO recommend the Board approve the selection of Spectrum Care for this project, which include areas A &amp; R. Cost is not to exceed \$33,000.</li></ul>	Mark Weaver
4. <b>Old Business – Perimeter Wall, Section B</b> <ul style="list-style-type: none"><li>Ms. Stone MOTIONED, seconded by Mrs. Damoci and unanimously carried with Ms. Greer absent – TO proceed with the replacement of Wall Section B and exclude the section of the wall where consent has not been provided.</li></ul>	Randy Ankeny
5. <b>Old Business – Perimeter Wall Section J &amp; K</b> <ul style="list-style-type: none"><li>Mr. McGuigan MOTIONED, seconded by Mr. Moore to postpone this item indefinitely. Vote: 3 – Yeas / 3 – Nays. Item tabled.</li></ul>	Mark Weaver / Randy Ankeny
6. <b>Old Business – Perimeter Wall Section L &amp; M</b> <ul style="list-style-type: none"><li>Mrs. Damoci MOTIONED, seconded by Ms. Stone and unanimously carried with Ms. Greer absent – TO direct staff to issue a change order to Wall Section A and go right into Wall L &amp; M. Committee seeks approval of the Board.</li></ul>	Mark Weaver
7. <b>Old Business – Amphitheater Seating</b> <ul style="list-style-type: none"><li>Staff to provide update at future meeting.</li></ul>	David Rudge



## PHYSICAL PROPERTY COMMITTEE

### SUMMARY REPORT

Wednesday, March 2, 2016

Action/Request	Person Responsible
<p><b>8. Old Business – Sales Office Bike Parking</b></p> <ul style="list-style-type: none"><li>• Committee would like to add plants in front of the vinyl wall. Staff to forward to ADRC for selection of plants</li></ul>	Mark Weaver / Joy Reed
<p><b>9. Old Business – Floor Replacement CH6</b></p> <ul style="list-style-type: none"><li>• Ms. Snowden MOTIONED, seconded by Mrs. Damoci and unanimously carried with Ms. Greer Absent – <b>TO</b> request Finance Committee and Board approval to select Bixby Plaza Carpets &amp; Flooring to replace the upstairs flooring, Asset ID #0701 (approx. 5000 sf), excluding the Exercising area, and use the flooring approved by the ADRC – Johnson Navia LVT flooring, Color – Jet.</li></ul>	Mark Weaver
<p><b>10. Old Business – Movement Study</b></p> <ul style="list-style-type: none"><li>• Mr. Moore MOTIONED, seconded by Mr. McGuigan, and unanimously carried with Ms. Greer absent <b>TO</b> – request Finance Committee and Board to approve Urban Crossroads' proposal to prepare the "Leisure World Seal Beach CAMUTCD Implementation Study."</li></ul>	Mark Weaver / David Rudge
<p><b>11. Old Business – Donation of Bus Shelter</b></p> <ul style="list-style-type: none"><li>• Mrs. Damoci MOTIONED, seconded by Ms. Stone, carried with one NO vote (McGuigan) and Ms. Greer being absent – <b>TO</b> accept donation of bus bench donated by Mutual Fourteen, which will be included as Trust property.</li></ul>	Mark Weaver
<p><b>12. Old Business – Paving Project</b></p> <ul style="list-style-type: none"><li>• Staff provided update and reported he will be opening sealed bids at next Committee meeting.</li></ul>	Mark Weaver



---

## PHYSICAL PROPERTY COMMITTEE

---

### SUMMARY REPORT

Wednesday, March 2, 2016

Action/Request	Person Responsible
<p><b>13. New Business – Landscape Architectural Services</b></p> <ul style="list-style-type: none"><li>• Mr. Moore MOTIONED, seconded by Mrs. Damoci and unanimously carried with Ms. Greer absent – <b>TO</b> forward item back to the ADRC for the approval of contract from Hoskins + Hoskins for this project, which will be paid for by ADRC's budget.</li></ul>	Mark Weaver / Joy Reed
<p><b>14. New Business – Tree Trimming Bids</b></p> <ul style="list-style-type: none"><li>• Ms. Stone MOTIONED, seconded by Mr. McGuigan and unanimously carried with Ms. Greer absent <b>TO</b> request Board approval for the selection of Peterson Tree Works for the Tree Trimming Contract. This is to be forwarded to the Board.</li></ul>	Mark Weaver



## PUBLICATIONS COMMITTEE MEETING

### PUBLICATIONS COMMITTEE SUMMARY REPORT

Thursday, March 10, 2016

Action/Request	Person Responsible
<b>1. CORRESPONDENCE: 2 letters received</b>	#1 – consensus of Committee to publish in News #2 – add to Amphitheater Spotlight & publish article in News
<b>2. UNFINISHED BUSINESS:</b> Recommendation to Architectural Design & Review Committee – Newspaper Stands	MOTION to forward to ADRC replacement exterior and internal mailboxes, for review, with appropriate budgetary guidelines
<b>3. NEW BUSINESS:</b> Seal Beach Crime Report for Publication in the News	MOTION to post Seal Beach Crime Report on the Leisure World web site
<b>4. NEW BUSINESS:</b> Policy 2811-36, News Coverage of Candidates Running for Public Office, under the purview of the Publications Committee.	MOTION to recommend to the GRF Board of Directors amendment of Policy 2811-36, News Coverage of Candidates Running for Public Office.



## RECREATION COMMITTEE MEETING

### SUMMARY REPORT

**Monday, March 14, 2016**

Action/Request	Person Responsible
<b>1. Minutes – February 8, 2016</b>	Approved as presented.
<b>2. Correspondence:</b> a. <b>Stove in CH2</b> – Recreation Manager working on cost for replacement of stove. Will present at next meeting. Until then, using stove from other clubhouse.	Terry De Leon
<b>3. Old Business: Tree Decorations</b> – after discussion, Chair Hood MOTIONED, seconded by Ms. Rapp to propose \$20,000 be awarded to the ADR Committee to obtain Christmas/ Holiday Decorations for 2016. Vote: 4 – Yeas and 3 – Nays. Motion passed.	Terry De Leon / Joy Reed
<b>4. Old Business: Locker Assignment</b> – after a brief discussion, Executive Director asked permission of the Committee to allow staff to develop a policy and other details, including an appropriate amount for the annual deposit and present it to the Board. Staff to bring item back at a future meeting.	Randy Ankeny / Tommy Fileto
<b>5. New Business – Girl Scouts Cookie Sales</b> – Mr. Lukoff MOTIONED and seconded by Ms. Rapp to request a variance to allow the Girls Scouts to sell cookies in our Community. After further discussion, Executive Director requested more time on this matter to allow staff to work out details and logistics. Motion was unanimously voted down.	Randy Ankeny / Terry De Leon
<b>6. New Business – Bocce Ball.</b> As an informational item only, Executive Director briefly discussed activity in our community. No action taken.	Randy Ankeny / Terry De Leon



Action/Request	Person Responsible
<p><b>7. New Business – Golf Hitting Cages.</b> Recreation Manager reported this item is continuance from the movement of the Video Producer's Club. Working on providing FAR with additional quotes. Will bring back to the Committee in April. No action taken.</p>	Terry De Leon
<p><b>8. New Business – Mini-Farm Conversion.</b> Recreation Manager provided update. Will provide Committee of cost at future meeting. No action taken.</p>	Terry De Leon
<p><b>9. Policies – Smoking.</b> The Smoking Sub Committee presented revision to Policy 1412.2-50, which was drafted on 02/29/16. No action or recommendation made by Committee.</p>	Smoking Sub Committee / Terry De Leon
<p><b>10. Pickle Ball Sub Committee –</b> Ms. Rapp MOTIONED, seconded by Mr. Pratt and unanimously carried – TO forward to the Physical Property Committee to explore the possibility of converting Clubhouse 2 area (former lawn bowling area) to be used for Pickle Ball Courts.</p>	Terry De Leon / Mark Weaver
<p><b>11. Amphitheater Seat Cushions –</b> Recreation Supervisor presented the concept of selling seat cushions for the Amphitheater. Ms. Rapp MOTIONED, seconded by Mrs. Perrotti and unanimously carried to approve the concept of developing a seat cushions, which is to be sold at the Amphitheater.</p>	Tommy Fileto
<p><b>12. Mis-use of Clubhouse by card clubs.</b> After discussion, it is the consensus of the Committee to suspend the four card clubs mentioned by Recreation Manager for 60 days for abuse of staff and system in place.</p>	Terry De Leon
<p><b>13. Donation to the Library –</b> Library Supervisor presented a donation in the amount of \$200, which was donated to the Library. Ms. Rapp MOTIONED, seconded by Mrs. Reed and unanimously carried to receive donation from shareholder. Name to be provided by Library Supervisor.</p>	Vanessa Morris / Terry De Leon



## SECURITY, BUS, AND TRANSPORTATION COMMITTEE MEETING

### SUMMARY REPORT

Wednesday, March 9, 2016

Action/Request	Person Responsible
1. <b>NEW BUSINESS: Replacement of Generator (Reserves) at the Main Gate</b>	Jaime and Grant – Quotes will be presented at the April meeting to replace the generator at the Main Gate.
2. <b>NEW BUSINESS: Approve Two Paychex Time Clocks</b>	Jaime – To recommend the Finance Committee approve the funding of two Paychex Timeclocks not to exceed \$5,545.
3. <b>NEW BUSINESS: Drug Enforcement Agency (DEA)– Drug Collection</b>	Jaime – To recommend the GRF BOD approve and allow the collection on prescription drugs by the DEA and to have two Security Officers on-site. Management is to determine the location.
4. <b>UNFINISHED BUSINESS: Enforcement of Red Curbs.</b>	The Security Chief provided an update on the enforcement of red curbs, which will start on March 24 <sup>th</sup> . An article has been published in the newspaper and electronic boards are being used to alert the shareholders.
5. <b>UNFINISHED BUSINESS: POLICY 1927-37- Parking</b>	Jaime - TO recommend the GRF BOD adopt Policy 1927-37, Parking as amended with a 30 day posting
6. <b>UNFINISHED BUSINESS: POLICY 1926-37, Traffic</b>	Jaime – TO recommend the GRF BOD adopt Policy 1926-37
7. <b>Purchase of New Repeater for Chanel 4</b>	Jaime –The Security Chief will provide quotes at the April meeting.
8. <b>Transportation Sub-Committee</b>	Grant – To postpone the proposed bus route until the meeting in April. The Fleet Manger will bring projected cost.



*Spring is here in Our Hometown*

**The Mutual Administration Director's Report  
March, 2016**



**Plant Drought-Tolerant trees, shrubs and plants**

Spring has arrived and with it another chance to brighten your garden area. If you see that one or more trees have been removed due to age, or fallen over in the wind.....Remember it will take some time and money to replace them.

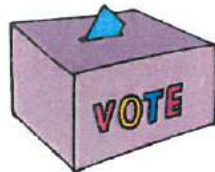
Your mutual Board removes trees which have been determined to be a danger to lifting the sidewalk or doing damage to a building. Hence they decide to remove the tree. The root ball of the tree needs time to settle and have the leftover root growth dissolve before another tree can be put in its place....Consult with your Mutual Director or the Mutual's landscape policy before planting shrubs and flowers.

**Conserve Precious water**



The Leisure World Globe is Close to being finished. Cross your fingers and toes.....a date of completion and then an unveiling of the Globe will be here soon.

Mutual and GRF elections will be beginning soon. Be prepared and either run for office or serve on a committee. This is your community; your Leisure World.....Please vote. It is important! REMEMBER....Your vote is your voice.



**VOTE!!!!!!**

**VOTE!!!!!!**

*How powerful is the roar of a single voice in the dark  
that brings light to others.*

**PRESIDENT'S REPORT**  
Wednesday, April 6, 2016

**SUBJECT: "The Parking Policy"**

The other directors and myself have received many questions on the new Parking Policy, such as:

"What if my guests stay overnight?" "Where do my kids park?" "What if my boyfriend/girlfriend stays overnight?"

The answer to all of the above is the same: **72 Hours** - Guest and Residents.

If a car (yours or theirs) is parked on the street for more than 72 hours, you will get a citation from Security. But don't get the second one because the third one will get you towed. (see Policy for details).

The policy was developed so that street parking will be fair to all. You will soon see red and white notices at the ends of all carports.

The first towing charge runs about \$400.00 for the first day, including tow. Please take heed and be fair with your neighbors.

The Policy also addresses RV's, golf carts, curb markings, etc. Please read and re-read the Policy . . . you have all been given one.

Thanking you in advance,

Bob Slater  
The Prez



Mutual 4 Director's Report  
for March, 2016  
by Mike Levitt  
April 13, 2016

March winds blew in, as forecasted, but, luckily, did little damage. Our last chance for rain this year will be this month. Let's hope El Nino still has a little left in his weather bag. Or the drought will continue, along with city and state water-use restrictions *and enforcement*.

Did new-buyer orientations in buildings 86 and 89, and a pre-listing inspection in building 87.

Completed follow-up inspections on units not in compliance during the January fire and safety inspections.

Sent Fenn to battle ants in building 77 and to building 86 to wage war on a variety of bugs. This latter problem is common when a unit is left vacant for months, and especially for years, as this one was.

Dispatched Total Landscaping to correct sprinkler problems in building 82 and building 86. (I am the landscape committee person for buildings in the 70s and 80s; Director Suzi Smith covers all of the other buildings down to Oakmont.)

Followed up on a complaint from a resident that a remodel project in an adjacent apartment had damaged her wall. It certainly had, with a hole poked clear through from apartment A to apartment L. Physical Property is overseeing repairs by the contractor.

Met with a representative of Mutual 5 to discuss damage to a Mutual 4 walkway by the roots of a Mutual 5 tree, and to request trimming of that tree so that branches overhanging two of our units are removed before strong winds blow them down onto our roofs.

Had Service Maintenance correct a rain gutter downspout problem that had resulted in flooding.

Attended a day-long symposium on the control of urban coyotes. Boy, do we ever have a lot to learn. Traditional "hazing" is not the answer!

Discussed with Golden Rain Foundation the billing of shareholders for delivery and use of sandbags. I should expect a reply to my questions by April's meeting.

You (my neighbors in my six buildings) will be the last in Mutual 4 to have your buildings painted. After your building has been painted, closely check your apartment's exterior. Look for areas that the painters missed or did not clean up properly. If you find anything, let me know. Once the buildings are finished, the painters will attack the

carports. Since the painters will already be at the Golden Rain end of the mutual, our carports will be the first ones to get a new coat of paint. Sorry, but I haven't yet been given an exact starting date for the carport painting, but sometime around April 23. Three-day notices will be posted in the carports. When it DOES start, parking around here will be a zoo. Try to remain calm and serene for the two days' of inconvenience. Getting upset won't help. Remember: it only happens every ten years.

Something else to remember: before the painters reach the carports, I suggest you place some cardboard or plastic tarp on the *inside* of the cabinet where the doors close. Otherwise, whatever is on those shelves will have nice stripes that match the outside of the cabinets. Just a suggestion. Also, you are urged to remove your car and bike once the posted date arrives; otherwise, your vehicles and the carport colors will match!

Mutual 4 Board of Directors Meeting – April 13, 2016  
 CFO, Suzi Smith

**FINANCIAL RECAP - FEBRUARY, 2016**

	Monthly Actual	Monthly Budget	Variance		YTD Actual	YTD Budget	Variance
Income	138,543	137,844	699		276,409	275,688	721
Reserves	41,858	41,858	0		83,716	83,716	0
Expenses	95,941	93,609	2,332		183,299	191,972	-8,673
Total Expenses	137,799	135,467	2,332		267,015	275,688	-8,673
Income/Expense	744	2,377	-1,633		9,394	0	9,394

Our unrestricted cash for month end is \$361,381; restricted reserve accounts total \$2,395,401

**Reserves:**

Appliance	\$11,356.00
Painting	\$213,863.00
Operating	\$25,000.00
Roofing	\$1,749,932.00
Emergency	\$122,461.00
Infrastructure	\$272,789.00
 Total Reserves	 2,395,401

Recap of Financials for the month ended February 29, 2016 (See above). I have prepared two complete profit and loss statements: Report A showing actual and budget expenses for the month of January, 2016 and Report B showing actual and budget expenses Year to Date.

At our April CFO Council meeting Ruben Gonzalez, Manager of Service Maintenance, explained how SRO's are processed, start to finish. He answered questions about staffing, problems, reports and the new software which will soon be in place. He has a staff of 4-1/2 office people and approximately 32 technicians and just hired an electrician and a plumber. They take over 2500 calls a month. He also explained that overtime is not charged on calls during the day on weekends as the technician on duty is covering his regular shift. Of course, critical or emergency problems come first.

## BUILDINGS/LANDSCAPE

Everyone appears to be happy with the painting, and no major problems in landscaping. As always, laundry rooms are a constant battle. Thank you Susie Irwin who is keeping an eye on LR 42 and 43 and calling in for repairs when necessary. Wow that all sounds familiar! Think I said the same thing

last month... 

Feel free to call me if you have any questions. (562-296-8518) I am not always able to answer the phone right away, but I will call you back if you leave your name and number. Again, thank you for the opportunity to serve.

*Susan Q Smith*



**Leisure World Mutual 4**  
**Profit & Loss Budget vs. Actual Report A**  
**February 2016**

	Feb 16	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
<b>ASSESSMENT</b>			
Regular Assessment - Mutual 4	34,793.00	34,793.00	0.00
Reserves Assessment	41,857.00	41,857.00	0.00
GRF Assessment	57,083.00	57,083.00	0.00
<b>Total ASSESSMENT</b>	133,733.00	133,733.00	0.00
<b>FINANCIAL INCOME</b>			
Interest Income - Tax Exempt	35.00		
Interest Income - Taxable	1,884.00	1,398.00	486.00
Late Charges	218.00	44.00	174.00
<b>Total FINANCIAL INCOME</b>	2,137.00	1,442.00	695.00
<b>SERVICES INCOME</b>			
Inspection Fees	1,500.00	1,251.00	249.00
Laundry Machines	1,163.00	1,418.00	-255.00
Miscellaneous	10.00		
<b>Total SERVICES INCOME</b>	2,673.00	2,669.00	4.00
<b>Total Income</b>	138,543.00	137,844.00	699.00
Cost of Goods Sold			
<b>GRF MAINTENANCE FEE</b>	57,083.00	57,083.00	0.00
<b>Total COGS</b>	57,083.00	57,083.00	0.00
<b>Gross Profit</b>	81,460.00	80,761.00	699.00
Expense			
<b>PROFESSIONAL FEES</b>			
Legal Fees	0.00	166.00	-166.00
Management Fee	222.00	222.00	0.00
<b>Total PROFESSIONAL FEES</b>	222.00	388.00	-166.00
<b>SERVICES</b>			
Landscape - Contract	11,900.00	11,932.00	-32.00
Landscape - Extras	0.00	1,045.00	-1,045.00
Miscellaneous Services	157.00	127.00	30.00
Painting	170.00	44.00	126.00
Pest Control	278.00	649.00	-371.00
Standard Service	2,712.82	4,871.00	-2,158.18
Structural Repairs	1,538.00	527.00	1,011.00
<b>Total SERVICES</b>	16,755.82	19,195.00	-2,439.18
<b>TAXES &amp; INSURANCE</b>			
Hazard/Liability Insurance	9,952.00	8,292.00	1,660.00
State & Federal taxes	67.00	67.00	0.00
<b>Total TAXES &amp; INSURANCE</b>	10,019.00	8,359.00	1,660.00
<b>UTILITIES</b>			
Electricity	1,763.00	2,249.00	-486.00
Trash	3,117.00	3,144.00	-27.00
Water	1,988.00	5,568.00	-3,580.00
<b>Total UTILITIES</b>	6,868.00	10,961.00	-4,093.00
<b>RESERVE FUNDING</b>			
Emergency Reserve	417.00	417.00	0.00
Roof	12,917.00	12,917.00	0.00
Paint	2,042.00	2,042.00	0.00
Infrastructure	22,482.00	22,482.00	0.00
Appliances	4,000.00	4,000.00	0.00

**Leisure World Mutual 4**  
**Profit & Loss Budget vs. Actual Report A**  
**February 2016**

---

	Feb 16	Budget	\$ Over Budget
Total RESERVE FUNDING	41,858.00	41,858.00	0.00
DEPRECIATION	209.00	0.00	209.00
Total Expense	75,931.82	80,761.00	-4,829.18
Net Ordinary Income	5,528.18	0.00	5,528.18
Net Income	<u>5,528.18</u>	<u>0.00</u>	<u>5,528.18</u>

**Leisure World Mutual 4**  
**Profit & Loss Budget vs. Actual YTD Report B**  
 January through February 2016

	Jan - Feb 16	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
<b>ASSESSMENT</b>			
Regular Assessment - Mutual 4	69,586.00	69,586.00	0.00
Reserves Assessment	83,714.00	83,714.00	0.00
GRF Assessment	114,166.00	114,166.00	0.00
<b>Total ASSESSMENT</b>	267,466.00	267,466.00	0.00
<b>FINANCIAL INCOME</b>			
Interest Income - Tax Exempt	70.00		
Interest Income - Taxable	3,714.00	2,796.00	918.00
Late Charges	252.00	88.00	164.00
<b>Total FINANCIAL INCOME</b>	4,036.00	2,884.00	1,152.00
<b>SERVICES INCOME</b>			
Inspection Fees	2,000.00	2,502.00	-502.00
Laundry Machines	2,892.00	2,836.00	56.00
Miscellaneous	15.00		
<b>Total SERVICES INCOME</b>	4,907.00	5,338.00	-431.00
<b>Total Income</b>	276,409.00	275,688.00	721.00
Cost of Goods Sold			
<b>GRF MAINTENANCE FEE</b>	114,169.00	114,166.00	3.00
<b>Total COGS</b>	114,169.00	114,166.00	3.00
<b>Gross Profit</b>	162,240.00	161,522.00	718.00
Expense			
<b>PROFESSIONAL FEES</b>			
Legal Fees	0.00	332.00	-332.00
Management Fee	444.00	444.00	0.00
<b>Total PROFESSIONAL FEES</b>	444.00	776.00	-332.00
<b>SERVICES</b>			
Landscape - Contract	23,800.00	23,864.00	-64.00
Landscape - Extras	0.00	2,090.00	-2,090.00
Miscellaneous Services	163.00	254.00	-91.00
Painting	235.00	88.00	147.00
Pest Control	446.00	1,298.00	-852.00
Standard Service	5,812.82	9,742.00	-3,929.18
Structural Repairs	2,303.00	1,054.00	1,249.00
<b>Total SERVICES</b>	32,759.82	38,390.00	-5,630.18
<b>TAXES &amp; INSURANCE</b>			
Hazard/Liability Insurance	19,904.00	16,584.00	3,320.00
State & Federal taxes	134.00	134.00	0.00
<b>Total TAXES &amp; INSURANCE</b>	20,038.00	16,718.00	3,320.00
<b>UTILITIES</b>			
Electricity	3,852.00	4,498.00	-646.00
Trash	6,123.00	6,288.00	-165.00
Water	5,495.00	11,136.00	-5,641.00
<b>Total UTILITIES</b>	15,470.00	21,922.00	-6,452.00
<b>RESERVE FUNDING</b>			
Emergency Reserve	834.00	834.00	0.00
Roof	25,834.00	25,834.00	0.00
Paint	4,084.00	4,084.00	0.00
Infrastructure	44,964.00	44,964.00	0.00
Appliances	8,000.00	8,000.00	0.00
<b>Total RESERVE FUNDING</b>	83,716.00	83,716.00	0.00

**Leisure World Mutual 4**  
**Profit & Loss Budget vs. Actual YTD Report B**  
January through February 2016

---

	Jan - Feb 16	Budget	\$ Over Budget
DEPRECIATION	418.00	0.00	418.00
Total Expense	152,845.82	161,522.00	-8,676.18
Net Ordinary Income	9,394.18	0.00	9,394.18
Net Income	<u>9,394.18</u>	<u>0.00</u>	<u>9,394.18</u>

Seal Beach Mutual 4 Director's Report  
Janet Wade, Director, Buildings 78-80, 82-84

**GREETINGS!**

April 13, 2016

**GARDENS Twelve (12) inches.** All shareholder gardens were brought into compliance with policy 7425.04 before the building was painted in regards to having all plants trimmed 12 inches from the building. This allows inspectors, maintenance people or painters access to the building for inspections, repairs or painting and to facilitate rodent control.

Let's continue to follow this policy in all our future gardening. We had to cut down bushes in a number of places that had grown into and through the walls they were planted too close to. Remember, 12 inches away!

**PAINT STATUS** – finishing the last of the 80's...then begins painting the carports and walls in two weeks around April 27, 2016.

Reminder to line your carport cabinets with plastic or shower curtains to prevent power wash water seeping in.

You will receive notification on your door/carport 3-5 days before. Where to park when moving your car out of the carport: on any of the mutual or trust streets...on El Dorado...on Oakmont...at clubhouse 2 or 3 or 4 or 6 and take the bus back home.

**ROOF STATUS.** April 4 roofing began on building 49. After mid-May will be buildings 46, 39, 41, 73 and 80, in that order. Look for your five day notice. There are vibrations in all units due to the activity on the roof. Remember to take off the walls any pictures or mirrors to prevent damage if they fall. Remove any valuables from bookcases for the same reason. If you have any questions then call me - I will be available to visit your unit both inside and out. I did this for the prior six buildings to answer any and all questions – with great success!

2015 completed 43, 44, 45, 47, 51, 52.

2016: 49, 46, 39, 41, 73, 80.

2017: 83, 84, 37, 40, 42, 76.

2018: 77, 82, 88, 74, 78, 79.

2019: 81, 85, 86, 89, 50, 38.

2020: 75, 87, 48, cp: 54, 55, 56

2021: cp: 51, 52, 53, 57, 58, 59.

**Thank you to Security.** Someone has been counterfeiting the Leisure World GRF guest pass. Security implemented a procedure to retrieve these passes. They stopped every car entering with a pass – and that is thousands of cars daily – and retrieved the invalid passes. They distributed a one page explanation to each car. They have done their job in an excellent manner. Thank you once again!

If you know of or hear about anyone selling passes or copying them then please call the Security office at the main gate. You will be helping to keep our community safe from unauthorized and unwanted guests.

**NEW Agenda Meeting.** We have scheduled an open meeting with the Board of Directors on the first Wednesday of each month in order to discuss the agenda items for the upcoming Board meeting. Note that no decisions will be made at this meeting as it is for discussion only. Any and all shareholders who want to observe are welcome. It will be on the first Wednesday of each month at 9 – 11 am in Clubhouse three Room 2. The goal is to have our lengthy discussions of business details at this meeting which will speed up the Board Meeting held one week later (2<sup>nd</sup> Wed of each month 930 am – 11 am in the second floor Administration conference room).

Laughter is the best medicine!

Respectfully submitted, Janet Wade

## MUTUAL 4 DIRECTOR'S REPORT – APRIL 13, 2016

### Buildings 44, 45, 46, 47, 49 and Emergency Preparedness

Your mutual reserves are “in action.” The unit buildings are just about finished with the painting project, now on to the walls and carports. Up at “my” end of the mutual the reroofing project is in swing with building 49 in process and building 46 expected to be under reroofing by the time you receive these minutes.

During the past few weeks several shareholders have come to me with concerns about their needed repairs not being accomplished quickly by Service Maintenance. Repairs are not made on a first come, first served basis but the service requests are assigned to the carpenters, plumbers, and electricians in order of need. Carpenters are extremely busy right now with many of the mutuals going into new reroofing and painting projects, and Mutual 1 is working extensively on their pipes. Please remember that on weekends there are fewer technicians available to us, so if possible please call in your requests on Monday. Plugged toilets and pipes, water leaks, and outages will be cared for as soon as possible as those have top priority. Please call Security on the weekends for those must dos. But keep a dripping faucet repair for a Monday call in to Service Maintenance.

A big congratulations to Linda Varner in 44E. She completed the emergency first aid course offered in Leisure World. We need more of you to attend.

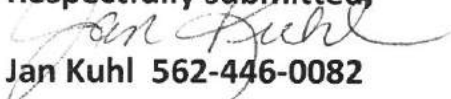
Mark your calendars way ahead of time. The annual Leisure World all building captains, volunteers, and directors training is planned for the morning of September 29 in Clubhouse 2. It is being planned by the Mutuals' Emergency Preparedness Counsel.

Please remember to check your to-go-bag. Your necessary medications, copies of important documents, water and food for 3 plus days, a flashlight, a change of clothing and shoes, must be included. A constant topic that comes forward at many safety and emergency preparedness meeting is the need for personal generators for shareholders who must have that device. Yes, some of you saw

Southern California Edison coming in with generators for shareholders in need of them during the recent outages. BUT—the roads were open. If we have a flood, earthquake, or plane crash into Leisure World, Southern California Edison will not be able to get to us. We are surrounded by five bridges or overpasses that might collapse. Shareholders must be responsible for their own needs. Neither GRF nor the mutuals have generators for individuals. The generators that are here will keep some lights functioning, the radios to security and then out to governmental agencies working, and the GRF administrators working in our best interest coordinating rescue efforts.

On a more positive note—When Super Shuttle drove me back home from my vacation, a gentleman also in the shuttle commented on our lovely grounds and spring flowers. Yes, we live in a lovely, temperate area.

Respectfully submitted,

  
Jan Kuhl 562-446-0082



Mutual Four Board of Directors

April 13, 2016

Marsha Gerber, Director

Buildings 48, 50, 51, 52

It truly looks like we got through the El Nino season mostly in good shape. Thank you for doing your part to protect our homes. Now we can look forward to a beautiful Spring. The flowers already are absolutely gorgeous!

The Mutual Four Board of Directors election is right around the corner. I have so much enjoyed being the director of buildings 48,50,51 and 52. I hope you will vote for me and I can continue watching over you.

I did want to mention that I saw something recently that could be of interest to our dog owners. They really work to protect your little dog from the coyotes. They are called Coyote Coats or Vests. You can check them out on the internet. You put one on your dog prior to going outside to take a walk. They have little spikes all over (very fashionable too!) and stand up wires on the back section. Their neck is completely protected by a spiked collar. A coyote could not get the dog in their mouth to puncture the skin. Looks easy to put on.

Hope to see you at our Annual Meeting in May!

Marsha Gerber

"Coyote Coat"  
by: Director Herber



Director Marsha Harris Report  
Mutual Four

Thank you, thank you, thank you to all my buildings for being such great helpers in our painting process. Neighbors helping neighbors. That is what Leisure World is all about.

On another note, we want to remind all shareholders not to park in any red painted curbs. Seal Beach police will be in here giving tickets for anyone parking in red - \$78 each ticket. You cannot park wherever you want. Leisure World has parking rules.

For all the shareholders that are not putting your cars in your carport, please do so. We are very short on parking and appreciate you helping us with this problem. We are watching all the cars to try to figure if people are using their carport. We realize many people have 2 cars.

We are also watching to see if people from other Mutuals are parking on our property. We are a society of rules. If you don't want to follow these rules, then maybe Leisure World is not the place for you.

I think Mutual Four is the very best Mutual. I also think we have the very best caring Board. We are here to help you and solve your problems. We are all volunteers, so of you see me out in the rain fixing your gutter pieces, and flooded planters, please wave to me.

Light Poles – Please do not let your dogs pee on our light poles. We have spent \$8,000.00 to repair and paint these poles. Most of the damage was caused by dog urine. Please let your dog use a tree or fire hydrant. If you see someone with a dog using the poles, please remind them that this is your money being spent.

Thank you,

Marsha Harris

**MINUTES OF THE SPECIAL (AGENDA) MEETING OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL FOUR**


**April 6, 2016**

A Special Meeting of the Board of Directors of Seal Beach Mutual Four was called to order by President Slater at 9:30 a.m. on Wednesday, April 6, 2016, in Clubhouse Three Room Two.

Those members present were: President Slater, Vice President Levitt, Secretary Kuhl, Directors Gerber, Wade and Harris. CFO Smith was absent.

The purpose of the meeting was to discuss items for the April Board Meeting agenda.

President Slater adjourned the meeting at 10:15 a.m.

  
Attest  
Jan Kuhl, Secretary  
SEAL BEACH MUTUAL FOUR

mm:4/08/16