

REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Tuesday, November 15, 2016

Res #79-#95

Pursuant to notice previously given, a Regular Meeting of the Board of Directors of the Council of Unit Owners of Mutual 14 - Condominium of Rossmoor, Inc. was held in the Sullivan Room of the Administrative Building, on Tuesday, November 15, 2016 at 9:30 a.m.

Directors Present: Linda O'Neil, President; James Moores, Vice President; Kathy Viney, Secretary; Barbara Palmer, Treasurer; Barbara Martin, John Radcliffe; Directors; Beth Leanza, Director.

For Management: Kevin Flannery, General Manager; Kenia Callejas, Mutual Assistant

Visitors: Ron Krams, Sharon Moores, Richard Bambach, Elinor Walker, Pat Leanza, Cathy Madden, Barbara Bower, Leona O'Riley.

1. Call to Order – Mrs. O'Neil called the meeting to order at 9:30 a.m.
2. Welcome Visitors – Mrs. O'Neil welcomed visitors to the meeting.
3. General Manager's Report – Kevin Flannery presented the General Manager's Report for the month of November 2016. The report was received, noted and made part of the record.
4. Adoption of Agenda – The agenda was approved as presented.
5. Approval of Minutes – The minutes for October 18, 2016 were approved as presented.
6. President's Comments – None.
7. Kevin Flannery's report on Supplemental Services Contract – Kevin Flannery discussed the M&O agreement and the supplemental agreement. He reported on the following:
 - A. Every Mutual has a core agreement and there are 9 non-high-rise Mutuals that have a supplement agreement.

- B. Wording in the core agreement has been found in the supplement agreement which will be removed.
 - C. The M&O agreement will make the customer aware of the correct provider of service.
 - D. The M&O agreement and supplemental agreement will be available by Monday the 21st and will have a different look.
 - E. Kevin Flannery was asked about Mutual 14 having a property manager and he discussed that the Mutual is better off using the funds that (were)was put aside to be spent on the community service dept. for a service like having a property manager.
8. Lamb House: John Lamb – The Board discussed the Colin McKenzie report on the Lamb house and in the discussion, was the son of owner at 6 Vantage Hill Ct., John Lamb. The report recommended for helical pier underpinning as the most cost effective solution. The helical pier underpinning will also allow the slab to be raised to a near level condition. The report gave an estimated amount of \$50,000 for the helical and grouting and that cosmetic restoration would be \$10,000.

Upon motion duly made by John Radcliffe and seconded by Jim Moores, the Board agreed:

To approve \$50,000 for the repair per the Colin McKenzie report and allocate \$10,000 in addition for structural cosmetic repairs.

Resolution #79, 11/15/16

Upon motion duly made by John Radcliffe and seconded by Kathy Viney, the Board agreed:

To approve the Colin McKenzie agreement project #2-1505-Z for the “Floor slab repair drawings & construction support phase” an also, approve payment of the agreement in the total amount of \$5,000.

Resolution #80, 11/15/16

9. Reports- Officers/ Committee Chairs
- A. Secretary’s Report- Viney-

(1) Status Report – (attachment 1) – Copies of the report were made available to the Board and reviewed by Ms. Viney.

B. Treasurer's Report- Palmer:

(1) Current Invoices – Copies of the List of Invoices under \$1,000 were provided to the Board and reviewed by Mutual Assistant Kenia Callejas.

Upon motion duly made by John Radcliffe and seconded by Jim Moores the Board agreed:

To approve the payment of the List of invoices (10/18/16 through 11/15/16) under \$1,000.00 in the amount of \$1,640.16.

Resolution #81, 11/15/16

Upon motion duly made by Kathy Viney and seconded by John Radcliffe, the Board agreed:

To approve the payment of the following invoices over \$1,000.00

\$4,250.00 LWMC #95237 – Replaced emergency light boards per proposal.

Resolution #82, 11/15/16

Upon motion duly made by Kathy Viney and seconded by John Radcliffe, the Board agreed:

To hold off the payment of LWMC #95217 in the amount of \$7,920.00 until it is confirmed on the price per each battery.

Resolution #83, 11/15/16

\$5,800.00 McKENZIE ENGINEERING SERVICES, P.C. #4 – Consulting Structural Engineering Services at 6 Vantage Hill Ct. (Lamb).

Resolution #84, 11/15/16

Upon motion duly made by Kathy Viney and seconded by John Radcliffe, the Board agreed:

To approve the payment of the following insurance claim:

\$474.71

LWMC #94814 – Toilet leak in 2A went into 1A and damaged the drywall at 3501 Forest Edge Dr. #14-2A (Leber, Gary).

Resolution #85, 11/15/16

To authorize the Mutual Assistant Kenia Callejas to send the owner a letter seeking reimbursement to Mutual 14 from the owner at 3501 Forest Edge Dr. #14-2A for the insurance claim in the amount of \$474.21 (Leber, Gary)

Resolution #86, 11/15/16

C. Property Maintenance –

Pat Leanza reported on the following:

- A. Cut-off Valves – The committee may use the Grapevine to transfer the information about the location of the water cut-off valves is in their units to residents especially in the patio homes.

Hal Crisp reported on the following:

- B. Replace and Upgrade Fire Alarm System – The committee recommended to pick Dynalectric for the upgrade because it is the best approach economically, and because of their reputation and past experience with the company .

Upon motion duly made by John Radcliffe, and seconded by Bobbie Palmer, the Board agreed:

To authorize to go forward with Dynalectric and get a proposal for the Fire Alarm System upgrade.

Resolution #87, 11/15/16

Upon motion duly made by John Radcliffe, and seconded by Barbara Martin, the Board agreed:

To request that the Leisure World IT Department contact Verizon to provide two (2) land lines at designated pedestals at each of the Mutual 14 apartment buildings, 10 thru 17. These lines will be used for monitoring the forthcoming new fire alarm system.

Resolution #88, 11/15/16

- C. Exhaust Ducts Venting into Attics – Harold Crip submitted an ABM to replace the bathroom fans in his unit and monitor the improvement but the Board would like to defer the topic for a later time.

Upon motion duly made by Jim Moores and seconded by Kathy Viney, the Board agreed (4 Yays & 2 Nays):

To table the topic of the mutual bearing the cost of completing the venting to the exterior and have the PMC monitor the improvement in the uplift.

Resolution #89, 11/15/16

- D. Padlocks for the Sprinkler System –
E. Gutter Cleaning –

D. Building Rep. Committee – Kathy Viney – None.

E. Landscape Committee – Sharon Moores – Upon motion duly made by Kathy Viney and seconded by Jim Moores, the Board agreed:

To approve to take down a dying Pine Oak tree in the amount of \$1,600.00 and to deadwood 5 trees in the amount of \$1,500.00.

Resolution #90, 11/15/16

- F. Social Committee – Sharon Moores –The Holiday party will be held on Dec 6th.
G. Rules Committee – None.

10. Unfinished Business – None.

11. New Business -

A. Dog Waiver – Upon motion duly made by Bobbie Palmer and seconded by Beth Leanza, the Board agreed (3 Yay, 1 Nay, & 1 Abstain):

To approve dog waiver request for a seller interested in buying a unit who has a 13-year-old mixed breed Labrador named Eddie.

Resolution #91, 11/15/16

B. Plumbing Discussion with Jason Lizer – Linda O’Neil reported that the patio homes each have a separate sewer connections to the road while the apartment

have up to 3 units per tower connected. PPD will provide a copy of a map showing those connections.

- C. ABM: 15151 Vantage Hill Ct. #9-A – Upon motion duly made by Kathy Viney and seconded by Barbara Martin, the Board agreed:

To approve the ABM (Application for Building Modification) for Catherine Madden at 15151 Vantage Hill Ct. for the exterior door/storm door.

Resolution #92, 11/15/16

- D. Community Facilities Fee for #16-1A – Upon motion duly made by Kathy Viney and seconded by Barbara Martin the Board agreed:

To authorize Linda O'Neil to send a request to waive the community facilities fee for unit #16-1A to the LWCC Board.

Resolution #93, 11/15/16

- E. Budget – Upon motion duly made by Jim Moores and seconded by Barbara Martin, the Board agreed:

To approve the "Proposed 2017 Budget" as mailed to all unit owners.

Resolution #94, 11/15/16

12. LWCC Advisory Committees –

- A. Education/ Recreation – Beth Leanza – Sent her report to the Board.
- B. Restaurant – James Moores – None.
- C. Emergency Prep – J. Donald Pruett – None.
- D. Safety/ Transportation – J. Donald Pruett – None.

13. Open Forum – Bobbie Palmer, Eleanor Walker, Jim Moores, Sharon Moores and Pat Leanza spoke at open forum. Pat Leanza brought up his invoice for purchase of light bulbs.

Upon motion duly made by Kathy Viney and seconded by Bobbie Palmer, the Board agreed:

To reimburse Patrick Leanza for the purchase of light bulbs in the amount of \$49.97.

Resolution #95, 11/15/16

14. Next Meeting – Tuesday, December 20, 2016 at 9:30 a.m. in the Sullivan Room

15. Adjournment - The meeting was adjourned at 11:44 a.m.

Linda O'Neil, President