

REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
Tuesday, May 16, 2017

Res #7-#19

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 May 16, 2017 at 9:30 a.m.

Directors Present: Linda O'Neil, President; John Radcliffe, Vice President; Beth Leanza, Secretary; Barbara Palmer, Treasurer; Jim Moores; Leona O'Reilly, Directors.

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

Visitors: Sharon Moores, Pat Leanza, Harold Crisp, Jackie Rabinow, Kathy Viney, Barbara Bowers, Laura Lee Pullen, Suzanne Schust, Jim O'Neil, Ron Krams.

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 May 2017. The report was received, noted and made part of the record.
4. Adoption of Agenda – The agenda was approved as amended to add 10. E. Elections.
5. Approval of the 2017 Organizational Minutes – The minutes of the 2017 Organizational Minutes were approved as presented.
6. Approval of Minutes – The minutes for April 18, 2017 were approved as presented.
7. President's Comments – None.
8. Reports- Officers/ Committee Chairs
 - A. Secretary's Report- Leanza-
 - (1) Status Report – (attachment 1) – Copies of the report were made available to the Board and reviewed by Mrs. Leanza.
 - B. Treasurer's Report- Palmer:
 - (1) Current Invoices –
 1. \$112.68 LWMC #105859 – Installed foam at ceiling area in Bldg. 16.
 2. \$78.00 LWMC #106013 – Found bad ballast converted flo tubes fixture into incandescent used a LED bulb in Bldg. 13.
 3. \$192.00 LWMC #106361 – Tested emergency light on Bldgs. 10-17.
 4. \$155.00 Clay Kenney #997 – Downspout blown off -2/27/17 repair replace downspout

5. \$350.00 Clay Kenney #998 – Building 17 Apartment 3A rotten fascia 4/13/17 repair remove gutter cut back wood fascia install new wood fascia paint install new custom bent aluminum cap reinstalls gutter.
6. \$135.00 Clay Kenney #999 – 15145 Vantage Hill roof leak existing top rood – repair installed two patches, caulk, and re-nail rake labor.
7. \$173.60 Leisure World Food and Beverage – Annual meeting cookie platter and beverages.
8. \$186.00 RESIDENT REQUEST TO CREDIT RESIDENT AND REBILL TO THE MUTUAL - LWMC #104122 – cleared with 3/8” cable and K- 50 went 30 feet. Tested with sink 2-3 times with water. Removed much of the grease at 15100 Glade Dr. #11-1G (Davis, Paul). Approve the new m-type invoice upon arrival.
9. \$205.95 Reimbursement to John Radcliffe for the purchase of gift card.

Upon motion duly made by Bobbie Palmer and seconded by Leona O’Reilly the Board agreed:

To approve the payment of the List of invoices (4/18/17 through 5/16/17) under \$1,000.00 in the amount of \$1,588.00.

Resolution #7, 5/16/17

Upon motion duly made by Bobbie Palmer and seconded by John Radcliffe the Board agreed; To approve the payment of the following invoices over \$1,000.00:

- \$1,120.00 LWMC #106847 – Snaked 4 of large roof vents to building before K60 burnt out. Snaked rest of roof vents at 15101 Glade Dr. Bldg10.

Resolution #8, 5/16/17

Upon motion duly made by Bobbie Palmer and seconded by John Radcliffe the Board agreed; To approve the payment of the following invoices over \$1,000.00:

- \$1,120.00 LWMC #106849 – Snaked all vents from roof at 15121 Glade Dr. Bldg. 13.

Resolution #9, 5/16/17

Upon motion duly made by Bobbie Palmer and seconded by John Radcliffe the Board agreed; To approve the payment of the following invoices over \$1,000.00:

- \$1,120.00 LWMC #107271 – Snaked all stack vents at 15111 Glade DR. Bldg. 12.

Resolution #10, 5/16/17

Upon motion duly made by Bobbie Palmer and seconded by John Radcliffe the Board agreed; To approve the payment of the following invoices over \$1,000.00:

- \$1,536.00 LWMC #107162 – Snaked stack vents with 7/8” cable. Brought back lots of grease and hair at Bldg. 11.

Resolution #11, 5/16/17

Upon motion duly made by Bobbie Palmer and seconded by John Radcliffe the Board agreed; To approve the payment of the following invoices over \$1,000.00:

\$1,300.00 Malvin Riggins & Company, P.C. – FINAL Billing for professional services rendered in connection with annual audited financial statements and related tax returns, to include conferences as required.

Resolution #12, 5/16/17

Upon motion duly made by Bobbie Palmer and seconded by Beth Leanza, the Board agreed:

To approve the following insurance claim - \$3,428.53 – Date of Occurrence: 10/25/15 - Washing machine leaked and went into the unit below at 15111 Glade Dr. #12-2E Work Performed: Clean up and drywall repairs.

Resolution #13, 5/16/17

Upon motion duly made by Bobbie Palmer and seconded by Leona O'Reilly, the Board agreed:

To authorize the Mutual Assistant to send a letter to the owner requesting reimbursement at 15111 Glade Dr. #12-2E for the insurance claim totaling in #3,4258.53.

Resolution #14, 5/16/17

C. Property Maintenance – Pat Leanza reported the following from the PMC meeting:

- 1) **Roofs who do we call for leaks?** - Minor roof repairs can be done by PPD but the Mutual Assistant should be notified who will notify Mr. Cabrera to contact roofer.
- 2) **Downspouts smashed B-16 B-17**- Delivery trucks frequently bash these downspouts. It was suggested that a post or ballard to protect them was needed. Mr. Cabrera was to obtain costs to determine feasibility.
- 3) **H &H projects (including B-11 balconies?)**- The committee reviewed the H & H proposal and agreed that some items should be a priority. Those items were: 15127 Vantage Hill Rd (Goldstein), 15141 Vantage Hill Rd (now Wright) rebuild catch basin, 10 Vantage Hill Ct (Glass) driveway, 4 Vantage Hill Ct. (Pullen) driveway, and a catchup on drain in front of Bldg 12. The committee would like a review of the amount of curbing needed. A new proposal will be obtained at a cost of \$27,012. H & H was also going to repair rusting balconies of Bldg 11 1E and 2E. Residents must remove aging balconies.
 - Mr. Cabrera was reminded of a request to determine the feasibility and cost of running sidewalks on the south side of Vantage Hill Rd from Leisure World Blvd to Vantage Hill Ct.
 - Discussed procedure for obtaining a crosswalk at Vantage Hill Rd and LW Blvd.
- 4) **Painting**- Paint line by stop sign on Glade to slow incoming traffic dotted line on Vantage Hill, extend boxes. The committee agreed that this was a low-cost option in response to resident concern for pedestrian safety in this intersection.
- 5) **Benches**- The committee discussed the ways to add an additional bench near the Central Park area. 1-Replace existing and add a 3rd bench, 2-just add a 3rd bench, replace with Teak, Concrete or composite (like Fairways North). The committee agreed to recommend the replacement of existing benches and adding a 3rd.

- Mr. Cabrera estimated that concrete benches would last 15 years and cost \$4,500 with minimum maintenance (annual power wash/paint?) while the Teak might last 8 years and cost \$2,043 with yearly maintenance of \$525 (washing and staining). The 8-year cost approx. \$6,243. Without this maintenance, the Teak benches might last 5 years with unsightly results.
- 6) **Elevators**- Schindler cannot properly maintain 2 or 3 of our elevators when there is water in the elevator pits. Schindler needs board direction for a proposal which may include a sump pump.
- 7) **Fire Alarm System**- DynaElectric will need 2-3 weeks to complete the drawings needed for the County permits. The phone lines can then be activated.

Harold Crisp also reported the Dynalectric fire life safety proposal. The valves in Bldgs. 10, 11, 14, and 16 would be rotated 90 degrees and will solve the problem of the valve and threaded stem sticking out from the doorway.

Upon motion duly made by Beth Leanza and seconded by John Radcliffe, the Board agreed:

To approve the Dynalectric Proposal subject to the adjustment of the valves for only four buildings and not five.

Resolution #15, 5/16/17

- D. Building Rep. Committee – None.
 - E. Landscape Committee – Sharon Moores – The committee performed a walkthrough and a tree near Bldg. 15 is hollow and will be coming down. Other trees will be coming down and bushes are being replaced. Plants will be planted in the park.
 - F. Social Committee – Sharon Moores – The picnic was changed to June 8th.
 - G. Rules Committee – None.
9. Unfinished Business –
- A. No smoking with oxygen rule – Linda O’Neil discuss the proposed rule and the Board would like to delay for further information.
 - B. Bylaw discussion – A Legislative action altered the minimum percentage of affirmative votes required to amend the bylaws of a condominium to require the affirmative vote of unit owners in good standing having at least 60% of the votes in the council of unit owners

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

To approve to have the rental bylaw amendment resent on October 2nd with a stamped return envelope.

Resolution #16, 5/16/17

- C. Resident complaint response Bldg. 15-3G – The Board agreed to send another letter to the owner about the rugs not having a significant amount of padding.
- D. Benches – The Board reviewed two different polywood benches.

Upon motion duly made by Bobbie Palmer and seconded by Beth Leanza, the Board agreed:

To accept the proposal and payment of the Polywood Benches not to exceed \$1,100.00 per bench.

Resolution #17, 5/16/17

- E. Lamb – John Radcliffe notified the Board that nothing has been submitted to the attorney from the Lamb property attorney.

10. New Business -

- A. Process for repairs – Linda O’Neil discussed the process for repairs for the Mutual Assistant and Ronny Cabrera.
- B. Insurance deductible from fire: William Martin – A letter will be sent to the previous owner of #10-2G for the collection of the \$5,000.00 insurance deductible.
- C. Parking at the end of Bldg. 16 and Bldg. 17 for commercial vehicles and turning around – Linda O’Neil notified the Board that the downspouts and gutters get damaged due to the turning of commercial vehicles. The suggestions were a metal triangle, a post or ballard to protect the gutters/downspouts.

- D. ABM: 15111 Glade Dr. #12-1B –

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

To approve the ABM for 15111 Glade Dr. #12-1B.

Resolution #18, 5/16/17

- E. Elections –

Upon motion duly made by Jim Moores and seconded by Beth Leanza, the Board agreed:

To accept the resignation from Barbara Martin.

Resolution #19, 5/16/17

11. LWCC Advisory Committees –

- A. Education/ Recreation – Beth Leanza – Mrs. Leanza provided a written report from the E & R committee to the Board members. She did report that Kevin Flannery brought up proposed changes to the pool and the lanai.
- B. Restaurant – James Moores – The turnaround for the restaurant is scheduled for 2019. The committee is recommending installing automatic doors in the Terrace Room.
- C. Emergency Prep – J. Donald Pruett – None.

D. Security/ Transportation – J. Donald Pruett – None.

12. Open Forum – Sharon Moores, Ron Krams and Barbara Bowers spoke.

13. Next Meeting – Tuesday, June 20, 2017 at 9:30 a.m. in the Sullivan Room

14. Adjournment - The meeting was adjourned at 11:22 a.m.

Elizabeth Leanza, Secretary