

REGULAR MEETING  
BOARD OF DIRECTORS  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
Tuesday, June 20, 2017

Res #20-#23

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 June 20, 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 Ibanez, Mutual Assistant

Visitors: Pat Leanza, Dorothy Taylor, Harold Crisp, Jackie Rabinow, Carol Emel, Jim O'Neil, Ron Krams, Cathy Madden, Ruth Hunter, Richard Bambach, Elinor Walker, Don Pruett.

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 June 2017. The report was received, noted and made part of the record.
4. Adoption of Agenda – The agenda was approved as presented.
5. Approval of Special Board Meeting Minutes of May 9, 2017 – The minutes of the Special Board Meeting Minutes of May 9, 2017 were approved as presented.
6. Approval of Minutes – The minutes for May 16, 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 –

\$45.00	1. LWMC #107967 – Found elevator not working, tried to reset elevator. Control board said motor wiring issue, notifies schindler (Bldg. 11)
\$45.00	2. LWMC #108280 – Fixed emergency fixture that was hanging by wires (Bldg. 13)
\$72.00	3. LWMC #107443 – Checked no water – reported by several units in building 17 – Found main valve to building turned off. PPD is not working in the bldg. Left valve off until we contacted mutual to see how they would like to proceed. Turned water back on it left off by sprinkler technician at 3511 Forest Edge Dr. #17-3D ( Foster, Geneva & James)

- \$74.00 4. LWMC #109247 – unable to repair at this time due to needing to be replaced at 1 Vantage Hill ct. #3-C (Moore, James & Sharon)
- \$92.50 5. LWMC #107558 – Clean all gutters and downspouts also unclogged under pipe at 12 Vantage Hill Ct. #1-B (Perry, Dolores)
- \$112.75 6. LWMC #108524 – Placed Cadillac mat at the first-floor entrance to bldg. 11. Removed and dispose of old mat.
- \$192.00 7. LWMC #107968 – Tested mutual 14 bldg. 10-17 emergency light. Bldg. 10 all working 2C fixture hanging by wires. Bldg. 11 all working. Bldg. 12, 3A lights are out. Bldg. 13 all working. Bldg. 14, 2A lights are out. Bldg. 15 all working. Bldg. 16 all working. Bldg. 17, 3A lights are out.
- \$228.00 8. LWMC #107517 – Cleaned dryer vents at 15101 Glade Dr.
- \$620.00 9. McFall & Berry #193905 – 2017 Summer Annuals
- \$45.00 10. LWMC #109441 – Tightened main valve packing nut and no further leaking observed. Dried container and placed underneath so resident can check tonight to make sure no further drips occur at 15100 Glade Dr. #11-2A (Saunders, Richard)
- \$120.26 11. Resident request for mutual to pay invoice LWMC #101319 – Removed all old caulk and re caulked at 15121 Glade Dr. #13-1B (Powers, Dorothy)

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

To approve the payment of the List of invoices (5/16/17 through 6/20/17) except #11 to return to owner with a question: (inside or outside?) under \$1,000.00 in the amount of \$1,481.25.

Resolution #20, 6/20/17

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:

LWMC #108067 – Removed leaves from catch basins. Removed rocks from screens and washed out drains. Need to continue to monitor for further evaluation of needs in the amount of \$1,443.00.

Resolution #21, 6/20/17

C. Property Maintenance – Pat Leanza provided a written report from the PMC meeting. He reported the following highlights from the PMC meeting:

- 1) **CCOC complaint** – The committee reviewed the complaint about the PMC. It was clarified that there were 5 members with the President of the Mutual serving as a Board Liaison. All decisions were made by consensus therefore no votes were necessary.
- 2) **Benches** – The benches are being used a lot and they were less than the amount approved by the Board.
- 3) **Walkthrough** – Ronny Cabrera looked into several items that the PMC pointed out.

- 4) **H&H project** – Following the meeting the mutual received a proposal and to also include the sidewalk in Vantage Hill Ct.
- 5) **Trees** – The PMC wanted to alert the landscape committee that several trees between 12 and 13 were extremely large and needed trimming to keep from the buildings.

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

To approve the H&H Concrete Proposal #17155R minus the \$6,110.00 to remove and replace 20 linear feet curb and install 600 square feet new sidewalk from Leisure World Blvd to Vantage Hill Ct. The new total to be paid in the amount of \$27,012.

Resolution #22, 6/20/17

- D. Building Rep. Committee – Mrs. Leanza reported on the Building Rep. Committee meeting. The Building Reps discussed building problems and Mrs. Leanza notified them that they should communicate with her, Linda O'Neil, and/or the PMC.
- E. Landscape Committee – Jim Moores reported for Sharon Moores in her absence that a walkthrough was performed and some residents will be receiving letters.
- F. Social Committee – Jim Moores reported there were 90 people at the picnic and everyone socialized.
- G. Rules Committee – None.

9. Unfinished Business –

A. Rescind Barbara's Resignation –

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

To return to the previous question for Barbara Martin's resignation.

Resolution #23, 6/20/17

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

To rescind Barbara Martin's resignation.

Resolution #24, 6/20/17

10. New Business -

- A. CCOC Complaint – The Board discussed the CCOC complaint and the next steps to negotiate with the complainant. The Attorney sent a response to the CCOC and the next step is to have the complainant send in her appeal to the Board.
- B. Lamb Letter – John Radcliffe reported on the latest with the Lamb property. The Mutual attorney has yet to hear from the Lamb attorney.
- C. Plumbing letter to residents when backups occur – The Board discussed mailing letters to residents in the apartment buildings to warn them about problems caused by pouring grease down the kitchen sinks.
- D. Response to insurance claim at 15111 Glade Dr. #12-2E – Linda O'Neil reported on the insurance claim and the facts determine it is the owner's responsibility. Linda

will talk to Susan Galbraith to send a letter with the facts that it is an owner responsibility.

11. LWCC Advisory Committees –

- A. Education/ Recreation – Beth Leanza – Mrs. Leanza provided a written report from the E & R committee to the Board members.
- 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 – Harold Crisp, Jackie Rabinow, Don Pruett, and Elinor Walker spoke.

13. Next Meeting – Tuesday, July 18, 2017 at 9:30 a.m. in the Sullivan Room

14. Adjournment - The meeting was adjourned at 11:13 a.m.

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Elizabeth Leanza, Secretary