

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL ELEVEN
February 15, 2018
Meeting begins at 1:30 p.m.
Clubhouse Three Room 9

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
 2. SHAREHOLDER COMMENTS (2-3 minutes per shareholder agenda items only)
 3. ROLL CALL
 4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Ms. Heinrichs, GRF Representative
Ms. Hopkins, Mutual Administration Director
Mr. Harper, Building Inspector
Mrs. Aquino, Recording Secretary
 5. APPROVAL OF MINUTES:
Regular Meeting Minutes of January 18, 2018
Special Board Meeting Minutes of February 6, 2018 (p.3)
 6. BUILDING INSPECTOR'S REPORT Mr. Harper
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p.5-7)
 7. GRF Representative Ms. Heinrichs
 8. **UNFINISHED BUSINESS**
None
 9. **NEW BUSINESS**
 - a. Approve the installation of light pole and lights (p. 9)
 - b. Approve the Landscaping at Laundry Room 276 (p. 11)
 - c. Amend resolution made on May 25, 2017 (p. 13)
 - d. Active Living Disclosure (p. 15-19)
 - e. Fire Safety Inspections
- STAFF SECRETARY BREAK 3:00 p.m.**
10. SECRETARY / CORRESPONDENCE Ms. French
 11. CHIEF FINANCIAL OFFICERS REPORT Mrs. Baker
 - a. Approve the transfer of funds from Excess Income to Appliance Reserve (p. 21)

12. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
13. ANNOUNCEMENTS
14. COMMITTEE REPORTS
15. DIRECTORS' COMMENTS
16. SHAREHOLDER(S)' COMMENTS (2-3 MINUTES)
17. ADJOURNMENT
18. EXECUTIVE SESSION

STAFF SECRETARY WILL LEAVE THE MEETING BY 4:10 p.m.

NEXT MEETING March 21, 2018, at 1:30 p.m. in Clubhouse 3 Room 9

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

February 6, 2018

A Special Meeting of the Board of Directors of Seal Beach Mutual Eleven was called to order by President Mandeville at 9:30 a.m. on Tuesday, February 6, 2018, in the Physical Property Department Conference Room 2nd floor.

Those members present were: President Mandeville, Vice President Newport, Secretary French, CFO P. Baker, and Directors Henry and R. Baker.

The purpose of the meeting was to discuss items for the February 15, 2018, Board Meeting agenda.

President Mandeville adjourned the meeting at 10:40 a.m.

Attest
Shirley French, Secretary
SEAL BEACH MUTUAL ELEVEN
ka: 2/8/18

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **11**

INSPECTOR: **Mark Harper**

MUTUAL BOARD MEETING DATE: **February 15, 2018**

Print Date: 2/7/2018

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	INSPECTION	CONTRACTOR / COMMENTS
261-L	REMODEL	BOTH	01/15/18	03/30/18	NO	NONE	MP CONSTRUCTION
262-A	REMODEL	BOTH	01/30/18	09/30/18	NO	NONE	NATIONWIDE PAINTING CONCEPT
262-C	COUNTERS, FLOORING	BOTH	11/20/17	02/20/18	NO	01/29/18 FINAL	CAL CUSTOM INTERIORS
262-I	REMODEL	BOTH	12/04/17	02/18/18	YES	NONE	HADI CONSTRUCTION
262-I	REMODEL	BOTH	12/04/17	02/18/18	YES	12/14/17 LATH	HADI CONSTRUCTION
262-I	REMODEL	BOTH	12/04/17	02/18/18	YES	12/14/17 DWALL	HADI CONSTRUCTION
262-I	REMODEL	BOTH	12/04/17	02/18/18	YES	12/12/17 FRAMING	HADI CONSTRUCTION
262-I	REMODEL	BOTH	12/04/17	02/18/18	YES	12/12/17 ELECT R	HADI CONSTRUCTION
262-I	REMODEL	BOTH	12/04/17	02/18/18	YES	12/12/17 PLUMB R	HADI CONSTRUCTION
263-G	PATIO TILE	GRF	01/08/18	03/09/18	NO	NONE	MP CONSTRUCTION
266-C	INSTALL DOOR AND TILE	BOTH	01/18/18	03/19/18	NO	NONE	M&M Construction
267-H	SHOWER CUT DOWN	BOTH	02/08/18	03/08/18	NO		NUKOTE
268-B	TILE BACKSPLASH	GRF	01/18/18	02/16/18	NO	NONE	HANDYMAN SERVICES
268-L	FLOORING	GRF	01/15/18	02/15/18	NO	NONE	KARYS CARPET
268-L	COUNTERS	BOTH	01/30/18	02/28/18	NO	NONE	WESTBY4HOMES
270-C	REMODEL	BOTH	01/09/18	02/23/18	YES	NONE	CAL CUSTOM INTERIORS
270-L	HEAT PUMP	BOTH	01/12/18	03/16/18	NO	01/31/18 FINAL	GREENWOOD
272-D	REMODEL	BOTH	11/24/17	02/28/18	NO	CNP	ROBERTS CONSTRUCTION
272-D	REMODEL	BOTH	11/30/17	03/09/18	NO	12/28/17 FRAMING	RP VITITOW CONSTRUCT
272-D	REMODEL	BOTH	11/30/17	03/09/18	NO	12/28/17 R WIRE	RP VITITOW CONSTRUCT
272-D	REMODEL	BOTH	11/30/17	03/09/18	NO	NONE	RP VITITOW CONSTRUCT
274-A	REMODEL	GRF	02/14/18	03/16/18	NO	NONE	BERGKVIST
275-I	FLOORING	GRF	01/30/18	03/16/18	NO	NONE	BERGKVIST
276-F	SKYLIGHTS	GRF	01/15/18	03/16/18	NO	01/31/18 FINAL	SKYLIGHTS PLUS
277-C	HEAT PUMP	BOTH	02/05/18	03/05/18	NO	NONE	GREENWOOD
277-E	HEAT PUMP	BOTH	01/30/18	02/28/18	NO	02/02/18 FINAL	ALPINE HEAT & AIR
277-L	CARPORT CABINET	GRF	02/15/18	03/15/18	NO	NONE	HANDYMAN SERVICES
278-F	WALKWAY	GRF	02/20/18	04/01/18	NO	NONE	LOS AL BUILDERS
281-K	HEAT PUMP	BOTH	02/20/18	03/20/18	NO		ALPINE HEAT & AIR
281-L	REMODEL	BOTH	11/14/17	03/27/18	NO	NONE	PEEK CONSTRUCTION
281-L	REMODEL	BOTH	11/14/17	03/27/18	NO	NONE	PEEK CONSTRUCTION
281-L	REMODEL	BOTH	11/14/17	03/27/18	NO	NONE	PEEK CONSTRUCTION
281-L	REMODEL	BOTH	11/14/17	03/27/18	NO	NONE	PEEK CONSTRUCTION
281-L	REMODEL	BOTH	11/14/17	03/27/18	NO	02/05/18 RPLUMB	PEEK CONSTRUCTION
281-L	REMODEL	BOTH	11/14/17	03/27/18	NO	02/05/18 RWIRE	PEEK CONSTRUCTION
281-L	REMODEL	BOTH	11/14/17	03/27/18	NO	2/5/2018 WTREAT	PEEK CONSTRUCTION
281-L	REMODEL	BOTH	11/14/17	03/27/18	NO	12/14/17 FOOTING	PEEK CONSTRUCTION
283-C	HEAT PUMP	BOTH	11/13/17	02/13/18	NO	12/06/17 FINAL	GREENWOOD
283-C	BASEBOARDS	GRF	01/29/18	02/23/18	NO	NONE	HANDYMAN SERVICES
283-H	REMODEL	BOTH	02/19/18	03/30/18	NO	NONE	BERGKVIST
284-A	WINDOWS	BOTH	02/26/18	03/26/18	NO		SWENMAN
285-I	REMODEL	BOTH	02/19/18	03/30/18	NO	NONE	KC CONSTRUCTION
285-J	TILE IN KITCHEN	GRF	02/05/18	02/28/18	NO		HANDYMAN SERVICES
286-D	REMODEL	BOTH	02/26/18	03/26/18	NO		OGAN CONSTRUCTION
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	FINAL INSPECTION	CONTRACTOR / COMMENTS

Pending Issue

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **11**

INSPECTOR: **Mark Harper**

MUTUAL BOARD MEETING DATE: **February 15, 2018**

Print Date: 2/7/2018

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	COE DATE	ROF
262-J		2/2/2018					
266-J		11/20/2017	01/12/18	1/19/2018	1/31/2018	2/2/2018	
268-L		8/21/2017	12/18/17	12/20/2017	1/3/2018	1/5/2018	
270-H		12/20/2017					
275-C		12/28/2017					
284-K		11/20/2017					
286-L							

NMI = New Member Inspection **PLI** = Pre-Listing Inspection **NBO** = New Buyer Orientation

Contract Services	Project Discription
MJ Jurado	Walkway Drains & Concrete Repairs
Empire Pipe Cleaning	Sewer Cleaning For The Next Three Years Ex 12/31/19
MJ Jurado	Landscape Drains
Roofing Standards	Laundry Room Vents Ex 12/29/17
John Bergkvist	Stucco repair at laundry rooms Ex 12/30/17
JC Kress	Painting for Plumbing Project
Fenn Termite + Pest Control	Termite and Pest Control

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **11**

INSPECTOR: **Mark Harper**

MUTUAL BOARD MEETING DATE: **February 15, 2018**

Print Date: **2/7/2018**

SITE VISITS

285	1/12/2018	Notice for all units for JN Working on Sat
270C	1/16/2018	CNP Asbestos flooring
267H	1/16/2018	Door Bell
289G	1/16/2018	Bathroom Fan
285	1/17/2018	Water Heater Count
284	1/18/2018	ERC
266J	1/18/2018	Inspect Electrical and Plumbing
286D	1/18/2018	Shower Valve
284C	1/19/2018	Sewer Gas
275G	1/24/2018	Concrete Patch in Street
285F	1/25/2018	Paint Problems form JNP
284F	1/25/2018	Dry Wall Patching
285F	1/26/2018	Paint Problems form JNP
267H	1/29/2018	Water Smell
267G	1/29/2018	Roof Leak at Bay Window
269H	1/29/2018	Plastic on Roof Over Roof Leak
270G	1/29/2018	Asbestos Inspection
280B	2/2/2018	Roof Leak, Toilet, Sink in Bathroom
284A	2/6/2018	Bathroom Sink
261C	2/6/2018	Unlock Unit

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVE INSTALLATION OF LIGHT POLE AND LIGHTS
(NEW BUSINESS ITEM A)
DATE: FEBRUARY 15, 2018
CC: MUTUAL FILE

A bid has been provided by Schlick Services, Inc. to install one light pole by Building 272 and two lights at the end of Carport 125.

I move to approve / deny the bid from Schlick Services, Inc. to install one light pole by Building 272, and two lights at the end of Carport 125, at a cost not to exceed \$3,000, and authorize the President to sign the contract.

THIS PAGE LEFT
INTENTIONALLY
BLANK

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVE LANDSCAPING AT LAUNDRY ROOM 276
(NEW BUSINESS ITEM B)
DATE: FEBRUARY 15, 2018
CC: MUTUAL FILE

A bid has been provided by Total Landscape to provide additional landscaping at Laundry Room 276.

I move to approve / deny the bid from Total Landscape to provide additional Landscaping at Laundry Room 276, at a cost not to exceed \$3,000, and authorize the President to sign the contract.

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: AMEND RESOLUTION MADE ON MAY 25, 2017 (NEW BUSINESS ITEM C)
DATE: FEBRUARY 15, 2018
CC: MUTUAL FILE

On May 25, 2017, the Mutual Board of Directors made the following resolution: *RESOLVED, To approve re-piping eight buildings in copper per year, until all Mutual buildings have been re-piped.*

On February 15, 2018, the Mutual Board of Directors will vote to amend the above resolution.

I move that NOTWITHSTANDING PREVIOUS ACTION BY THE BOARD, Mutual Eleven will extend the copper re-piping to sixteen (16) Buildings for the year 2018.

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: ACTIVE LIVING DISCLOSURE (NEW BUSINESS ITEM D)
DATE: FEBRUARY 15, 2018
CC: MUTUAL FILE

An Active Living Disclosure has been provided for your review (attached). This disclosure was distributed by the Mutual Fourteen President, and prepared by the Mutual Fourteen attorney.

Further, an additional copy of the Active Living Disclosure, reviewed by Mutual Eleven Legal Counsel, has been provided for your review (attached).

I move to approve / deny the use of the Active Living Disclosure, reviewed by Mutual Eleven Legal Counsel, effective today February 15, 2018.

Seal Beach Leisure World
An Active Adult Community
Disclosure

To: Prospective Purchaser

Seal Beach Leisure World (“SBLW”) is an Active Adult Community offering the best in co-operative and condominium housing for persons 55 years of age or older. At Seal Beach Leisure World, you can be as active as you can or choose to be, as there are many recreational opportunities which are described on our website—www.lwsb.com.

Please note that meal preparation, housekeeping, medication management, and health care services are not provided at SBLW by either the Golden Rain Foundation or the respective Mutuals.

The Active Adult Community at SBLW should not be confused with Independent Senior Living Communities, Assisted Living Facilities, or Nursing Homes. In this regard, Seal Beach Leisure World is not:

- AN INDEPENDENT SENIOR LIVING COMMUNITY
Independent senior living communities cater to seniors who require little or no assistance, but do typically offer meal preparation, housekeeping, laundry and home maintenance services.

- AN ASSISTED LIVING FACILITY
Assisted living communities provide housing, personalized support services, and health related care to seniors who need some assistance with daily tasks, but who do not require the skilled care provided at a nursing home. Assistance with medications, activities of daily living, meals, and housekeeping are routinely provided, and staff is available 24 hours per day.

- A NURSING HOME
Nursing homes provide 24-hour skilled care for chronic and short-term conditions that require medical and nursing care. Patients in Nursing Homes generally rely on assistance for most or all activities of daily living. Nursing Homes in California are licensed as Skilled Nursing Facilities through the Department of Public Health.

Choosing to live in an Active Adult Community such as SBLW is an important decision for each prospective resident alone or together with the input of loved ones, trusted professionals, and others as appropriate.

Please allow our friendly representatives to answer any questions you may have regarding living at Seal Beach Leisure World by contacting the Seal Beach Leisure World Stock Transfer Office at: (562)431-6586 ex. 346, 347 or 348.

Seal Beach Leisure World is proudly committed to abiding by and complying with all applicable federal and state laws and statutes prohibiting unlawful discrimination, including discrimination based on race, color, ancestry, national origin, religion, disability, sex, sexual orientation, gender identity, gender expression, genetic information, marital status, and source of income.

I understand that Seal Beach Leisure World is an Active Adult Community, and is not an Independent Living Facility, an Assisted Living Facility, or a Nursing Home.

Print Prospective Purchaser's Name _____

Signature _____ Date _____

[REVISED]

Seal Beach Leisure World
An Active Adult Community
Disclosure

To: Prospective Purchaser in Seal Beach Mutual No. Eleven

Seal Beach Mutual No. Eleven (“Mutual Eleven”) governs one of the seventeen (17) residential communities (referred to as “Mutuals”) that—together with the recreational and other facilities governed by the Golden Rain Foundation (“GRF”)—comprise the master retirement community known as Seal Beach Leisure World.

Mutual Eleven appreciates your interest in joining Mutual Eleven, and thereby becoming part of the Seal Beach Leisure World community.

Choosing to live in Mutual Eleven, or in any of the other Mutuals—and thereby becoming part of the Seal Beach Leisure World community—is an important decision for each prospective resident, and it is important that you understand what Seal Beach Leisure World is and is not, so that you can determine whether living in Seal Beach Leisure World fits your particular needs.

Seal Beach Leisure World is an Active Adult Community offering, through the Mutuals and facilities governed by GRF, co-operative and condominium housing for persons 55 years of age or older. When living in Seal Beach Leisure World, you can be as active as you can or choose to be, and we invite you to review the many recreational opportunities described on Seal Beach Leisure World’s website, www.lwsb.com.

Please understand, however, that:

1. Seal Beach Leisure World is NOT an Independent Senior Living Community. Independent Senior Living Communities cater to seniors who require little or no assistance, but typically offer meal preparation, housekeeping, laundry and home maintenance services. **The Mutuals (including Mutual Eleven) and GRF do NOT offer any such services, and such services are therefore NOT provided in Seal Beach Leisure World.**

2. Seal Beach Leisure World is NOT an Assisted Living Facility. Assisted Living Facilities provide housing, personalized support services, and health related care to seniors who need some assistance with daily tasks, but who do not require the skilled care provided at a nursing home. Assistance with medications, activities of daily living, meals, and housekeeping are routinely provided, and staff is available 24 hours per day. **The Mutuels (including Mutual Eleven) and GRF do NOT offer any such services, and such services are therefore NOT provided in Seal Beach Leisure World.**

3. Seal Beach Leisure World is NOT a Nursing Home. Nursing Homes provide 24-hour skilled care for chronic and short-term conditions that require medical and nursing care. Patients in Nursing Homes generally rely on assistance for most or all activities of daily living. Nursing Homes in California are licensed as Skilled Nursing Facilities through the Department of Public Health. **The Mutuels (including Mutual Eleven) and GRF do NOT offer any such services, and are NOT licensed as Skilled Nursing Facilities, and such services are therefore NOT provided in Seal Beach Leisure World.**

*

*

*

Should you have any questions regarding living in Seal Beach Leisure World, including the activities available to Mutual members, please contact the Seal Beach Leisure World Stock Transfer Office at: (562) 431-6586 ex. 346, 347 or 348.

Mutual Eleven is proudly committed to abiding by and complying with all applicable federal and state laws and statutes prohibiting unlawful discrimination, including discrimination based on race, color, ancestry, national origin, religion, disability, sex, sexual orientation, gender identity, gender expression, genetic information, and marital status.

*

*

*

I have read and understand this Disclosure, and understand that, if I become a Member of Mutual Eleven, and thereby part of the larger Seal Beach Leisure World community, I will be living in an Active Adult Community and not in an Independent Living Facility, an Assisted Living Facility, or a Nursing Home.

Print Prospective Purchaser's Name _____

Signature _____ Date _____

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

Mutual Corporation No. Eleven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPROVE THE TRANSFER OF FUNDS FROM EXCESS INCOME TO APPLIANCE RESERVE (CHIEF FINANCIAL OFFICERS REPORT ITEM A)
DATE: FEBRUARY 15, 2018
CC: MUTUAL FILE

I move to approve / deny the transfer of funds, in the amount of \$42,489.00, from Excess Income to the Appliance Reserve.