BUILDING NO: _____

BUILDING CAPTAIN'S UNIT: _____

PLEASE DO NOT DROP INTO MAIL SLOTS
DO NOT LEAVE AT VACANT APARTMENTS

MINUTES OF THE REGULAR MONTHLY BOARD MEETING OF THE BOARD OF DIRECTORS SEAL BEACH MUTUAL SEVEN January 20, 2016

The Regular Monthly Board Meeting of the Board of Directors of Seal Beach Mutual Seven was called to order by President Rotter at 1:05 p.m. on Wednesday, January 20, 2016, in Conference Room A of the Administration Building, following shareholder comments and the *Pledge of Allegiance*.

ROLL CALL

Present:	President Rotter, Vice President Rogers, Secretary Rettela, Chief Financial Officer Fellows, and Directors Thiedt and Bennett
GRF Representative:	Ms. Rapp
Guests:	Ten shareholders of Mutual Seven
Staff:	Mrs. Weller, Mutual Administration Director Mr. Hurtado, Building Inspector Mrs. Westphal, Recording Secretary

President Rotter welcomed guests and staff to the meeting.

MINUTES

President Rotter asked if there were any corrections to the December 16, 2015, minutes. It was noted that in the Building Inspector's report, the slurry work will begin next spring and not at this time, and on page 2 in the second motion, after the word "water" it should say "pipes in the attics and . . ."

Upon a MOTION duly made by Secretary Rettela and seconded by CFO Fellows, it was

> RESOLVED. To approve the Board Meeting minutes of December 16, 2015, as corrected.

The MOTION passed.

PHYSICAL PROPERTY INSPECTOR'S REPORT

Inspector Hurtado updated the Board on activity in the Mutual (see his attached summary).

Following a discussion, and upon a MOTION duly made by Vice President Rogers and seconded by Secretary Rettela, it was

> RESOLVED, To install plastic and sandbags due to a bath fan vent leak at Unit 163-I to temporarily protect the flooring in case it rains.

The MOTION passed.

Inspector Hurtado informed the Board that the termites on Unit 174-E's patio will be treated by Fenn Termite & Pest Control this week. He presented a sidewalk and patio extension remodel request at Unit 150-G. Following a discussion, it was decided that the Board will go look at the proposed area before it makes its decision. It was noted that the Board should be informed days before a Board Meeting of remodel requests so the Board members have a chance to review it.

Inspector Hurtado left the meeting at 1:38 p.m.

SOLAR REPORT

Mr. Rotter presented his report (attached).

GRF REPRESENTATIVE'S REPORT

GRF Representative Rapp presented her report (as attached).

PHYSICAL PROPERTY REPORT

Following a discussion about a request for a patio extension at Unit 172-A, and upon a MOTION duly made by Director Bennett and seconded by Secretary Rettela, it was

> RESOLVED, To approve the patio extension request for Unit 172-A.

The MOTION passed with a roll call vote (one "no" vote: Fellows).

Director Bennett presented his report (attached).

OLD BUSINESS

Following a discussion, and upon a MOTION duly made by Director Bennett and seconded by Vice President Rogers, it was

OLD BUSINESS (continued)

RESOLVED, To adopt Policy 7493.7 – Patio Roof Covers, on a preliminary basis until the 30-day posting period is completed.

The MOTION passed.

President Rotter informed the Board that at the next Presidents' Council Meeting there will be a speaker to talk about a fire suppression invention.

Discussion about Policy 7584.7 – Mutual and Street Parking was postponed. The Mutual's towing policy was discussed and how a hazardous car should have been towed and was not. It was decided that Vice President Rogers will draft a letter to the GRF Security, Bus and Traffic Committee about this incident and she will have the Board members approve it.

Discussion about Policy 7496.7 – Primary Entrance Walkways was postponed.

NEW BUSINESS

Escrow and home warranties were discussed

(The recording Secretary took a break at 2:50 p.m. – 3:05 p.m.)

Following a discussion, and upon a MOTION duly made by President Rotter and seconded by Vice President Rogers, it was

RESOLVED, To approve the placement of the Management Agreement between Mutual Seven and the Golden Rain Foundation, Seal Beach, under the business documents tab upon the GRF Website; such approval is dependent upon the unanimous action of all Mutual Corporations of Leisure World Seal Beach.

The MOTION passed.

MUTUAL ADMINISTRATION DIRECTOR'S REPORT

Mrs. Weller presented her reports (attached).

PRESIDENT'S REPORT

President Rotter submitted a report for attachment to the minutes.

VICE PRESIDENT'S REPORT

Vice President Rogers submitted her report for attachment to the minutes.

CHIEF FINANCIAL OFFICER'S REPORT

CFO Fellows presented her report (attached).

SECRETARY'S REPORT

Secretary Rettela submitted a report for attachment to the minutes.

BUILDING CAPTAIN REPORT/EMERGENCY PREPAREDNESS REPORT

Vice President Rogers submitted her report for attachment to the minutes.

LANDSCAPING REPORT

The Landscape Committee submitted a report for attachment to the minutes.

EXECUTIVE SESSION

To be discussed in Executive Session are member issues.

ADJOURNMENT

President Rotter adjourned the meeting at 3:18 p.m. and announced there would be an Executive Session and the Regular Meeting would resume after the Executive Session ended.

Joyce Rettela

Attest
Joyce Rettela, Secretary
SEAL BEACH MUTUAL SEVEN

pw:1/26/16
Attachments

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

NEXT BOARD MEETING: FEBRUARY 17, 2015

RESOLUTIONS IN THE REGULAR MONTHLY MEETING OF JANUARY 20, 2016

1/20/16 RESOLVED, To install plastic and sandbags due to a bath fan vent leak at Unit 163-I to temporarily protect the flooring in case it rains.

RESOLVED, To approve the patio extension request for Unit 172-A.

RESOLVED, To adopt Policy 7493.7 – Patio Roof Covers, on a preliminary basis until the 30-day posting period is completed.

RESOLVED, To approve the placement of the Management Agreement between Mutual Seven and the Golden Rain Foundation, Seal Beach, under the business documents tab upon the GRF Website; such approval is dependent upon the unanimous action of all Mutual Corporations of Leisure World Seal Beach.

MUTUAL 7 MONTHLY MEETING / January 20, 2016

PERMIT ACTIVITY:

- See attached report

PERMIT INSPECTIONS:

- 148G footing inspection / Kress Construction
- 156K a/c final / Greenwood Air Conditioning

ESCROW ACTIVITY:

- 146A pre listing inspection / Jana
- 148L final, new buyer orientation /Jana / Joyce

CONTRACTS:

- Total Landscape – Mutual Gardening
- So Cal Fire Protection – fire extinguishers
- Commercial Cleaning – laundry rooms
- Empire Pipe – sewer cleaning
- Fenn – termites and pests
- Bergkvist – termite and dry rot work

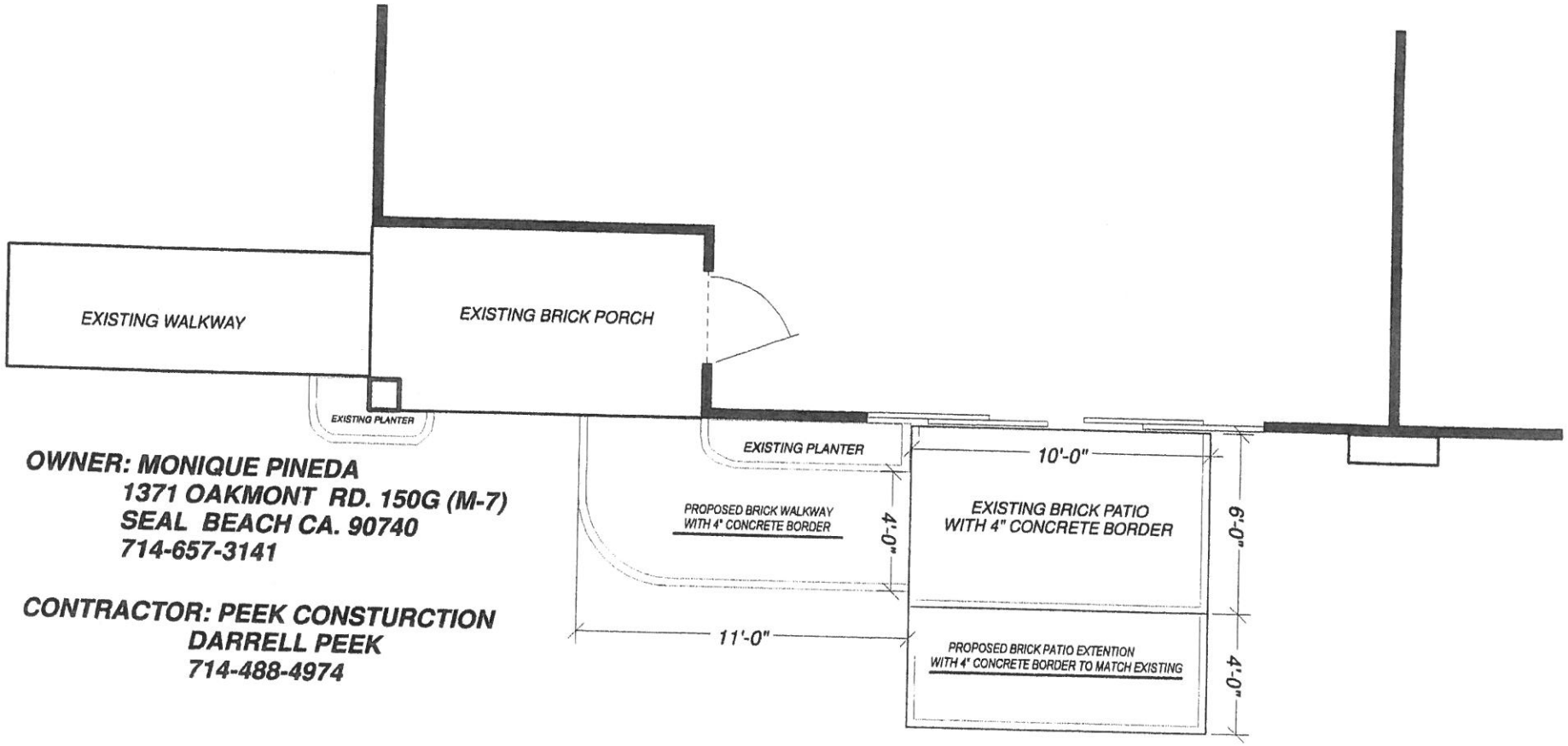
PROJECTS:

- Termites and dry rot
- Empty apartments – Jana, Joyce
- Roof leaks
    - 153F living room leak – Jordan Roofing
    - 157J patio leak – **complete**
    - 158J bath room leak – Jordan Roofing
    - 163I bath fan vent leak
    - 171E living room leak – **complete**
    - 175F dining room leak – Jordan Roofing

TASKS:

- 163D met with Greenwood regarding A/C
- 167C inspected and treated for bed bugs
- 150G present permit for approval
- Various apartment visits with shareholders

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMITS	PERMIT ISSUE DATE	COMP. DATE	CHANGE ORDERS	RECENT INSPECTION DATE	COMMENTS
154H	re surface patio	yes	8/13/15	1/5/16	no	final 10/28/15	Stoneways
146F	heat pump	yes	9/16/15	1/10/16	no	final 12/10/15	Greenwood
158J	bath, kitchen remodel	yes	11/4/15	1/9/16	no	final 1/8/16	Alpha Master
157G	heatpump	yes	1/5/16	5/16/16	no		Greenwood
150G	patio extension	yes	1/11/16	3/29/16	no		Peek
148G	remodel	yes	12/10/15	5/20/16	no	footing 1/7/16	Kress
169A	patio extension	yes	11/24/15	12/22/15	no		Peek



OWNER: MONIQUE PINEDA
1371 OAKMONT RD. 150G (M-7)
SEAL BEACH CA. 90740
714-657-3141

CONTRACTOR: PEEK CONSTURCTION
DARRELL PEEK
714-488-4974

Solar Report January 20, 2016

The solar panels are continuing to perform normally. They are supplying a significant amount of power, saving Mutual 7 much money.

As expected the solar power generated continued to decrease until Winter Solstice in December. This happened because the days continued to get shorter and the maximum sun elevation continued to decrease. Since then the power generated is beginning to slowly increase as the days get longer and the sun elevation increases.

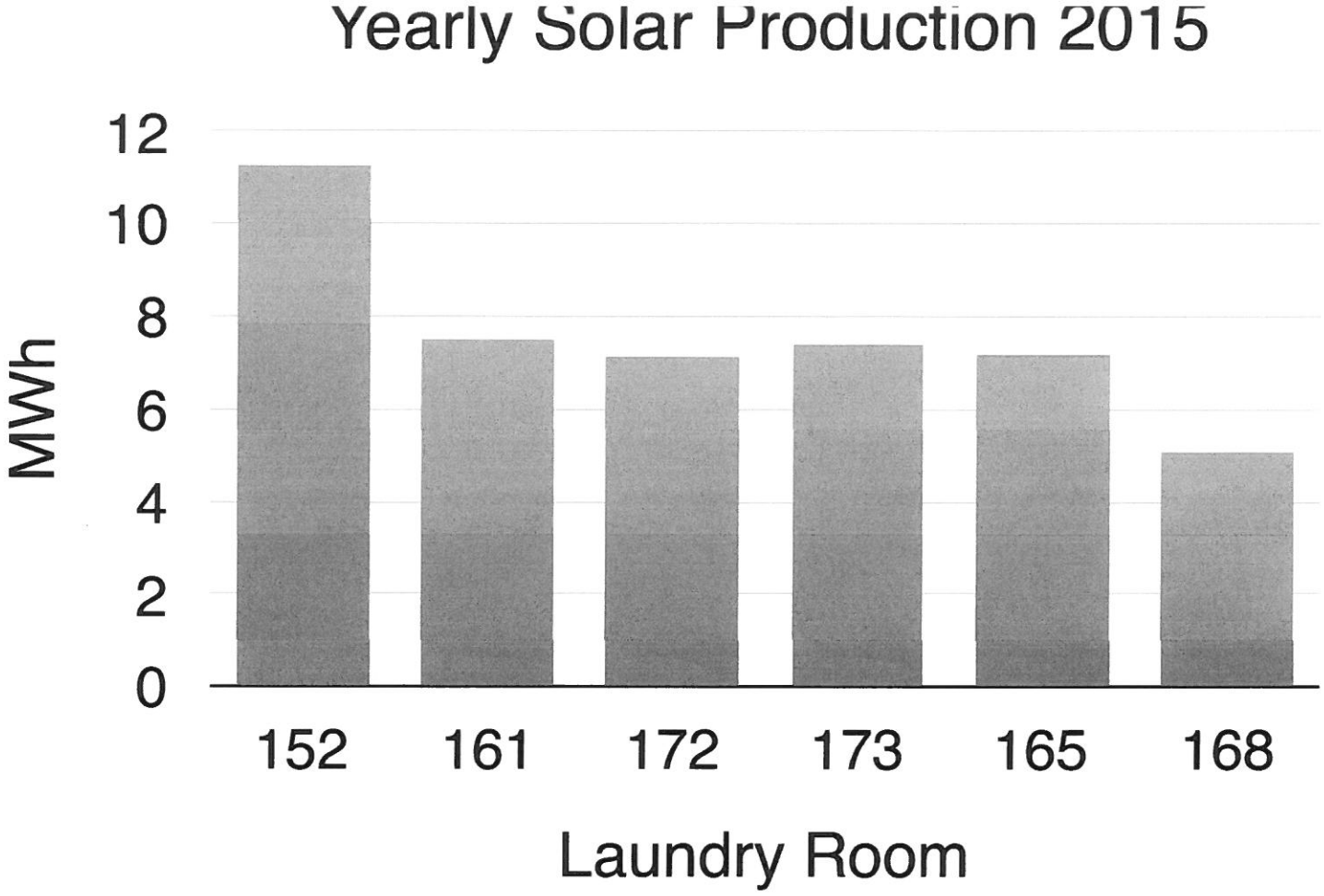
The first solar panel washing, which was scheduled for October, was cancelled due to sufficient rain which cleaned the solar panels. This was verified by inspection and saved our mutual money.

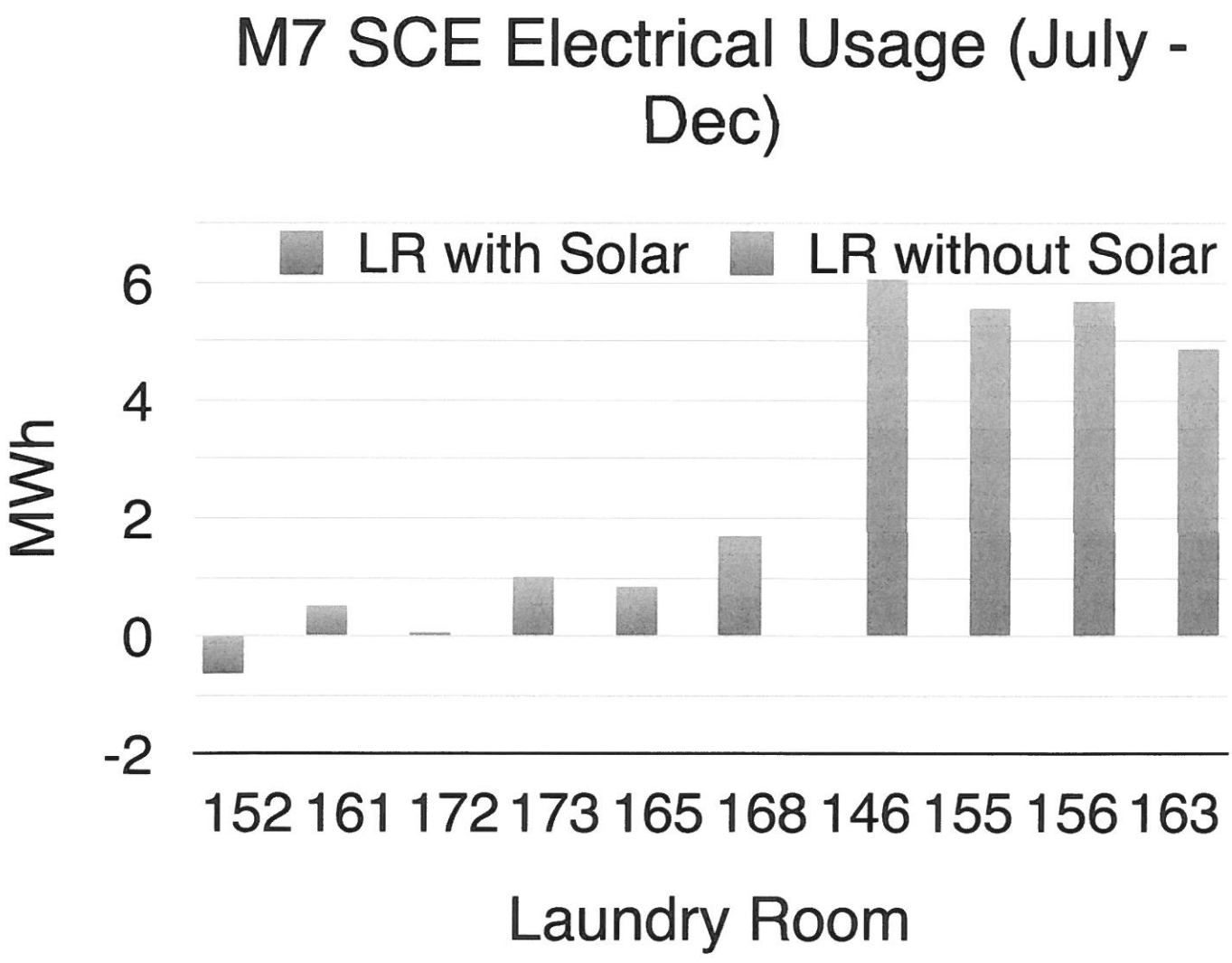
M7 Electrical Use (July - December 2015)

	Solar						Non-Solar			
Laundry Room	**152**	**161**	**172**	**173**	**165**	**168**	**146**	**155**	**156**	**163**
kWh	-651	517	61	1,014	849	1,677	6,069	5,586	5,705	4,876

The table above shows our mutual's Southern California Edison power use in kWh for the past six months. The six laundry rooms which have solar are showing a major decrease in electrical usage versus the four laundry rooms which don't have solar. Laundry room 152, the first to come online, is still showing a credit of 651 kWh. That means over the six months it has generated more solar power than the laundry room has used. Laundry Rooms 161, 172, 173, 165, and 168 came online later and missed the optimum month around Summer Solstice to generate power; so didn't do as well as 152.

Questions contact Jim Rotter
562-594-5626 jim@rotter.us


Yearly Solar Production 2015
12
10
8
6
4
2
0
MWh
152
161
172
173
165
168
Laundry Room


M7 SCE Electrical Usage (July - Dec)
LR with Solar
LR without Solar
6
4
2
0
-2
MWh
152 161 172 173 165 168 146 155 156 163
Laundry Room

JANUARY MUTUAL 7 BOARD MEETING

GRF REPORT

At the Regular GRF Board meeting on December 22nd the Board approved the formation of an Ad Hoc committee to review all standing committee policies. They also approved the extension of NBSN's contract for the annual financial audits to the 2016-2018 years. A new contract for custodial services was approved with the Pegasus company for the years 2016-2018. The company is located in Long Beach.

Work continues on the Globe with the replacement of the torn cover and the anticipation of the new continents arrival in early 2016. The new patio areas in front of the Health Care Center and between Clubhouse 3 and the Library are almost finished and will be community gathering areas.

In preparation for an El Nino season the storm drains through out the community have been cleaned to prevent standing water and our Service Maintenance and Security personnel were on duty during a heavy downpour earlier this month which included hail that clogged the sewer grates.

Respectfully Submitted,
Kathy Rapp, Mutual 7 GRF Director

Physical Property

Other than the 2 days of heavy rain we experienced a few weeks ago, the dreaded El Nino storm systems continue to elude us. The Mutual is constantly checking the gutters and storm drains the keep them clean. If you experience excessive flooding by your apartment, where it is threatening to come into the unit please alert your director. The Mutual had walked the areas and where we felt the rain gutters were depositing the water directly into the flower garden, we ordered and installed gutter extensions to divert the water onto the grass. When it is not raining we ask each resident to take responsibility of retracting the extensions so the gardeners do not destroy them while mowing. Sandbags can be ordered directly from Maintenance by each resident and they will be delivered directly to you and picked up at the end of the rainy season for a nominal charge.

At the last Shareholder annual meeting our Mutual 7 resident's overwhelmingly approved the use of some Mutual land to residents who wanted to add a patio or a patio extension. So far, there have been a few who have taken advantage and the results have been absolutely beautiful. There are more under construction and a few more in the planning stage. If you are interested in expanding your outdoor area contact your Mutual Director for a comprehensive list of regulations.

Many thanks to President John Garrett of Mutual 6 for sharing the following letter from his Grandson:

RETARDED GRANDPARENTS

After Christmas vacation, his teacher asked the class how they spent their Christmas vacation.

His child wrote the following:

We always used to spend the holidays with Grandma & Grandpa. They used to live in a big brick house but Grandpa got retarded and they

moved to Leisure World in Seal Beach California where everyone lives in nice little houses, so they don't have to mow the grass anymore!

They ride around on their bicycles, scooters and golf carts and wear name tags because they don't know who they are anymore, They go to a building called a wreck center, but they must have got it fixed because it is all OK now. They do exercises there (but don't do them very well.)

There is a swimming pool too, but they all jump up and down in it with funny hats on. At their gate, there is a doll house with little old men and women sitting in it. They watch all day so nobody can escape. Sometimes they sneak out and go cruising on their bikes, scooters and golf carts!

Nobody there cooks, they just eat out. And they eat the same ting every night – early birds.

Some of the people can't get out past the man in the doll house. The ones who do get out, bring food back to the wrecked center for pot luck.

My Grandma says that Grandpa worked all his life to earn his retardment and says I should work hard so I can be retarded someday too.

When I earn my retardment, I want to be the man in the doll house. Then I will let people out, so they can visit their grandchildren.

PRICELESS!

Have a great month,

Roger

Golden Rain Foundation Realtors Conference

For Mutual and GRF Directors

Hope You Can Attend!

You are cordially invited to attend a meeting with the staff of the Golden Rain Foundation; Executive Director Randy Ankeny, Mutual Administration Director Carol Weller, Mutual Administration Assistant Manager, Jodi Hopkins, Facilities Director Mark Weaver, Stock Transfer Supervisor, Courtney Knapp, Escrow Inspection Clerk, Sam Mooney and GRF Building Inspectors to discuss issues vital to the community and other issues pertinent to escrow processing (buying and selling), as well as expressing ideas beneficial to encouraging new buyers to our community.

Day: Friday
Date: January 29, 2016
Time: 9:00 a.m. to Noon
Place: Clubhouse Two

Please RSVP to the Stock Transfer Office at (562) 431-6586, extension 347 or 348. Your ideas and thoughts are very important. You may submit any questions you have or comments or ideas prior to the scheduled meeting date, if you choose. Hope you can attend. Coffee and Donuts will be served.

Carol Weller, Mutual Administration Director

California is still in a drought
Please Continue to Conserve Water

It's Winter in Our Hometown

The Mutual Administration Director's Report
January, 2016

911

A very important number during an emergency.

Some important facts you need to know about (911):

1. Due to the close proximately to the adjacent freeway system, when you dial (911) from your cell phone in Leisure World, you <u>may</u> be routed to the California Highway Patrol instead of the Seal Beach Police Department; or your call may be routed to Seal Beach Police Department.

2. If you dial (911) from a landline telephone inside your unit, the call will always be routed to the Seal Beach Police Department.

3. The Seal Beach Police Department has an emergency response telephone number which goes directly to them if you use a cell phone or a land line. That number is: (562 594-7232).

4. Put the emergency response telephone number on your auto-dial so it can be reached with a push of a button.

January 2016: It's that time again....Your pet must be registered annually in January of each year. Please see the Stock Transfer Office for assistance in registering a new pet or re-registering your current pet. Remember you must provide proof of personal liability insurance.

Long Beach Animal Control, contracted through the City of Seal Beach, will be canvassing door-to-door in Leisure World to assure all Leisure World dogs are licensed. There may be a fine issued if you fail to provide proof of your dog's registration. Be pro-active.....Register your dog with the City of Long Beach on behalf of the City of Seal Beach and register any pet you have in your unit with the Stock Transfer Office. Fish are exempt.

HAPPY NEW YEAR – 2016

MA/CAW: 1-1-16

Mutual 7 Board Meeting
January 20, 2016
President's Report: Sue Rotter

Hope you have all recouped from the holidays and all the decorations are boxed and stored away untill next year. It always seems so dreary without the lights and the gray storm clouds. But we need the clouds to bring much needed rain. I need to thank Jana Rogers and Joyce Rettela for the hours and hours to first inventory the apartments that needed gutter extensions, then even more hours to tie the extensions on for you. The extensions will drain the water away and help protect our buildings. Thank you, thank you.

There are so many things happening in Leisure World I hope you stay informed and read The News. Just to let you know there are a few important things you should know.

Building 5 will be the home to (HICAP) Health Insurance Counseling and Advocacy Program, it will be here to help you with Medicare and other benefits you may qualify for, check it out. Also Security will have a satellite office for car stickers and Purchasing is to have a Distribution Office stocking frequently purchased items.

To all dog owners, Long Beach Animal Control will be coming into the community in February and doing a door-to-door check for licensed dogs. A license cost under $10.00 and if your dog is not licensed at your next visit it will cost $200. to $400. Also Coyotes are still here, not as bad as last summer but are here and recently got a cat that was left outside.

We are to be getting El Nino storms. We had one and some never got to us but they are to be coming. When you hear of a predicted storm, close your skylights. If open they can cause water damage to the attics, your floors and if the skylight blows off during a storm your replacement could cost you around $1,000.

GRF has a new cleaning service by the name of Pegasus Building Services. They clean our laundry rooms and the vinyl walls at the laundry rooms. They are a local company.

The Farmers Market is to return in the spring but on Saturdays. There are improvements to be made at St. Andrews Gate to Golden Rain with a one way road. It will be safer for everyone. Mutual 2 will have some drilling to strengthen and protect the ground water basin from seawater. GRF is looking into getting a bus from Leisure World to the Angels and Lakers games with special seating at these stadiums. It is just in the works nothing final. The Amphitheater schedule is all most finished. GRF is busy making this an even better place for active seniors to live and enjoy life. Take advantage of these wonderful activates and stay active.

Sue

Vice President/Building Captain/Emergency Preparedness Report:

We recently had an incident where a vehicle parked in one of our carports was leaking gasoline. When the gas ran onto the driveway, Security noticed it. The Orange County Fire Authority responded, plugged the leak and applied retardant. The owner was not available.

Had someone walked by with a cigarette, this could have been a catastrophe.

Did you live here about 10 years ago when Carport 91 burned to the ground taking with it numerous vehicles, costing thousands of dollars to rebuild and causing great inconvenience to Mutual 7 Shareholders? **Are you aware that when you rent or loan your carport to someone else, you are still responsible for any damage that occurs**? Both you and the owner of the vehicle could reasonably be sued.

Our Mutual 7 Carport Policy 7502.7 states the following:

1) Fire regulations prohibit the storage of fuel, oil or any combustible material.
2) Any vehicle leaking oil or ..... any hazardous material is prohibited from parking in a Mutual carport or on a Mutual street or driveway
3) Carport assignments are controlled by the Mutual Corporation and a record of assignments is kept at the Stock Transfer Office...

These policies have been established for the protection of our Shareholders and of Mutual 7 Property. If you have questions or concerns, we invite you to read the policy and come to a Board Meeting.

On a lighter note, visit Purchasing to view our newest addition to our Emergency Preparedness supplies. It is a tiny little LED Lantern that costs $32.64 and will run 10 days at half power. This could give you a lot of comfort if you are sitting there without power. **Or, you might experiment with bringing in a few solar garden lights during the dark of night.** I read somewhere that a bouquet of garden lights could also shed light during a night-time power outage.

Speaking of a Power Outage, **HAVE YOU SIGNED UP WITH EDISON YET** if you or your loved one needs electricity to survive? Have you checked with your oxygen

supplier yet if you are dependent on bottled oxygen? In a major emergency, **GRF and M-7 CANNOT be responsible for your medical and physical needs.** Leisure World is a model of INDEPENDENT LIVING. These are issues YOU NEED TO TAKE CAR OF FOR YOURSELF AND IN ADVANCE. You can sign up with SCE online or pick up a form in Physical Property.

Also, **check with your medical suppliers about BATTERY BACK-UP on all appliances that require electricity.** Work with them now, in advance, to select a model that you can rely on in the event of a power outage.

Just a note: I learned last week at the Emergency Preparedness Council about a portable, mobile device that plugs into your car's cigarette lighter to power up a light weight oxygen concentrator. The device can sit on your lap in the car, pump out 98.6% oxygen at 2 liter/minute while, at the same time, charging the lithium ion battery. What a concept! Discuss this option with your medical provider. Check it out for yourself at www.inogenone.com.

Finally, the BOD has been working very hard to avoid flooding in advance of the predicted rains from El Nino. We have supplied downspout extenders to divert the water beyond the flower beds and away from your home and have asked Maintenance to repair downspouts that are broken or inoperable. **The new gardeners will push the extenders back in before they mow but it is your job to pull them out when the forecast is for rain**.

"Water pigs" are available to soak up and divert water and you can get sand bags from Maintenance for a small fee. Please call me if your downspout still needs work and I will check to see if you are on the list. In the meantime, remember you could still be living back in the cold snowy Midwest so **enjoy this gorgeous California winter for as long as we have it.**

Jana Rogers 562-431-4797

BOARD OF DIRECTORS MEETING – MUTUAL 7

January 20, 2016

PRELIMINARY FINANCIALS for the Month ending December 31, 2015:

	Monthly Actual	Mo. Budget	YTD Actual	YTD Budget
Income:	$ 134,330	$ 134,243	$ 1,624,150	$ 1,612,027
Expenses:	(153,268)	(134,210)	(1,577,279)	(1,612,027)
Income/(Expense): Prior to Depreciation	$ (18,938)	$ 33	$ 46,871	$ -0-

Our unrestricted cash for month end is $196,908. Restricted Reserve accounts total $2,062,430 at the end of December 2015:

Project Fund Reserve	$ 1,865,690	(Paint $109,530 - Roofing -$1,625,402 Infrastructure $130,758)
Appliance Fund Reserve	$ 59,952	
Emergency Operate Reserve	$ 136,787	

Our December financials are just a ***preliminary draft*** since the auditors are now conducting their audit of calendar year 2015. When the audit is complete, a final financial report will be issued to all of our residents.

Upon review of our year end income we earned approximately $2,080 more interest income and $1,750 more in inspection fees than budgeted. We recouped $9,000 in prior year's legal fees and spent $24,700 less in utilities. Our new solar system has greatly benefited our mutual in only 6 months of existence.

I would like to remind all residents to move their cars on carport sweeping days. I noticed that over ½ of the carport spaces **were not empty** when the cleaning service was recently sweeping and vacuuming our carports. We all pay for this service and if cars are not being moved out, we are not getting the full benefit of this expenditure.

There has been an increase in service maintenance expenditures to clean out sink and toilet backups. Please remember to: (1) run water down the garbage disposal after using it in order to completely flush down the debris, and (2) hold down the toilet lever to use a sufficient amount of water to also flush down all debris to the main sewer line. This is not wasting water but saving our pipes.

JoAnn Fellows, CFO – Mutual 7

Joyce Rettela, Director Parcel 30, buildings 159-164, 562-431-7080 January 20, 2016

Mutual 7 Secretary, Social Events Coordinator

Things are going well in the laundry rooms, so I am going to talk about carports this month. **Do you know to move your car out of the carport on cleaning day? The day is on the sign above your car on the storage cabinets.**

I came home after they had cleaned my carport this past Monday and more than half the spaces had not been cleaned because cars had not been moved. **Please move your car on carport cleaning day.**

Do you know what can be stored on the berm in front of your car? Per Mutual 7 policy 7502.7 a maximum of three of the following items are allowed in front of the car in the shareholder's assigned or rented space: two bicycles or tricycles, in operating condition, a grocery cart/hand cart, a ladder/step stool for access to storage and a non-propane barbeque. **Paint, boxes and bags of recyclables, tables, large trash cans, cartons of ornaments, among other things are not allowed**. Please remove.

Social Events Report

December 17 was our Annual Holiday Party. One thing we learned is that we have to get all of you to RSVP. We extend a special thank you to Jane and D Bruce who jumped right up and got three more tables set up as everyone arrived. The results of the survey indicate that you still want to have pot lucks. We will proceed with those wishes with the possibility of having a prepared meat dish, and the rest of the meal potluck. We have till next December to finalize these ideas.

Save the date: Tuesday, February 16 at 1 pm is the February lunch eat out at Olive Garden in Cypress, located at 6874 Katella Avenue. Call Carol Rasmussen for **Reservations 594-4139**. Go on line for coupons.

We are looking at lunches for the next two or three months and then dinners in the warmer summer months.

If you are interested in helping to plan our eat outs or other socials give me a call and come to our planning meetings. Our planning group of Roger, Carol R., Carol F., Aletta and Peggy meet for about one hour once a month.

Mutual 7 Neighbors

Let's Eat Out!!

LUNCH

Tuesday, Feb. 16, 1 pm

Olive Garden

Italian Kitchen

6874 Katella Ave., Cypress

Call Carol Rasmussen for Reservations 594-4139

Mutual 7 Board Meeting
January 20, 2016
Landscape Report: Sue Rotter, JoAnn Fellows, Denis Fellows

At the time of this report Total Landscaping has been providing our landscaping needs for two weeks. Many of you have told me how quiet it is now with NO BLOWERS. I have heard from some of you about how professional and courteous the workers are. I think next on the list of improvement is the timely cleanup of the sidewalks after the edging. I haven't heard the numerous hits on the mow strips with the edger. Last Tuesday I saw nine guys in here, all doing their assigned jobs. They looked like ants on an ant hill; our on-site supervisor keeps everyone busy. Please call Sue with both your positive and negative concerns.

TUESDAY IS OUR MOW DAY. We have a brand new mower; it vacuums up the cut grass so it doesn't blow around. It has several filters to keep the dust to a minimum. It may take two or three mowings to vacuum up all the old cut dead grass left on the surface. The new mower cuts those little stick-up things that just flatten and pop back up the next day.

The new garden crew may not have been to your apartments yet as they take about four weeks to get around our Mutual. The first week of January they were busy VACUUMING the leaves to keep the drains running during our first El Nino. Some of your rain gutters needed cleaning again. During the really heavy rains, the water comes off the roof so fast it flies over the gutter. But if your gutter is blocked during our regular rain call Sue and it will be cleaned for you.

January is the month we prune the roses. I saw some pruned rose bushes and they are still nice and tall, about 15 to 18 inches, they had been trimmed like my husband trims, everything eight inches above the ground.

All of my calls to Total have been corrected by the next day. I checked on a tree I asked to be removed yesterday. It was removed, stump grounded, and dirt level with the grass.

As always, call Sue, 562-594-5626, if you have any landscaping needs, don't ask the workers to do it for you as they have already been assigned work for the day.

Landscaping is now living and growing to "Mutual Seven is Heaven" standards.

Sue

SIGNATURE DISTRIBUTION SHEET

BUILDING NUMBER: _____

Please read the attached minutes, initial, and pass on to next **occupied apartment** on the list. When completed, please return to Apartment No. _____.

NOTE: IF YOU CURRENTLY EMPLOY A CAREGIVER, PLEASE LIST YOUR CAREGIVERS NAME BELOW.

Thank you.

APT	SIGNATURE	DATE FORWARDED	CAREGIVER NAME
A			
B			
C			
D			
E			
F			
G			
H			
I			
J			
K			
L			

BUILDING CAPTAINS, WHEN COMPLETED, PLEASE RETURN THIS PAGE ONLY TO YOUR PARCEL DIRECTOR.