

# **MUTUAL TWELVE**

**BOARD OF DIRECTORS  
MONTHLY REPORTS**

**October 2023**

A message from the Emergency Information Coordinator.

October is the month when we all are reminded to prepare for possible emergencies. The California Great ShakeOut will be on October 19<sup>th</sup> at 10:19 a.m. For additional information please check:

[www.shakeout.org/california/index.html](http://www.shakeout.org/california/index.html).

The changing seasons can bring weather which could produce power outages and make it difficult to get around. Earthquakes & other natural disasters can also occur. **ARE YOU PREPARED?**

Now is the time to checkout the LW Community Guide & Telephone Directory pages 44-46, "On Your Own" section, for helpful information for Emergency/Disaster Preparedness. In the event of an emergency, residents will be on their own until professional help can arrive, which could take days depending on the crisis.

**Remember, Mutual 12 cannot come to your rescue. You must prepare for your needs before an emergency occurs.**

Respectfully submitted,  
Gary Sprague

# MEMBER ACTION NEEDED

SIGN THE NEW SHAREHOLDER APPROVED OCCUPANCY  
AGREEMENT

READ BELOW TO KNOW WHERE AND WHEN

October 12, 2023

Dear Member:

As you know, at the June 8, 2023, Annual Meeting of the Corporation, the members voted to approve Amended and Restated Bylaws (“Amended Bylaws”) and an Amended and Restated Occupancy Agreement (the “New Occupancy Agreement”).

We have waited until the Fall to undertake the second stage of the amendment process, which is having all shareholders sign the New Occupancy Agreement for their units. The New Occupancy Agreement replaces the existing Occupancy Agreement which you signed when you purchased your share in the Corporation, and, is, by its terms, in effect.

**Please make time to visit the Stock Transfer Office on Oct. 25, 26, 27, 30, or 31, where you can sign the amended agreement and receive a copy of the fully executed document for your records. Hours are from 8:30 a.m. to 4:00 p.m.**

The Board appreciates your cooperation in completing this process to update Mutual 12’s records. If you have any questions, please do not hesitate to contact the management office.

Sincerely,

BOARD OF DIRECTORS  
MUTUAL NO. TWELVE

# Mutual 12 Landscape update

Fall is here and we have a number of projects that will be starting soon. Our first project will be tree trimming. It will take a few days and we expect it to start toward the end of October. Then we will be moving into gutter cleaning and finally we will be fertilizing. Our mowing and watering schedule is also changing. We will go back to watering 3 days and mowing every other week in November. We hope to have all this completed a week or so before Thanksgiving.

Overall grassy areas are looking better. We will be doing some spot seeding and grass repair as soon as we get consistent cooler temperatures.

We recently changed some sprinkler valves to give us more consistent coverage and have no under watered areas. Please continue to let us know if you see a broken sprinkler, the sprinklers are staying on too long or anything you feel is abnormal. One of us will come and check it out.

We do know that the grass is not perfect. We are consistently working on it. Our type of grass loves the cooler temperatures and with an application of fertilizer should green up and look nice for the winter holidays.

Thank you for your patience while we try to get everything looking nice.

Your Landscape Committee,

Rose, Darlene and John



## Mutual-12 President's Report Oct 12, 2023



1. Last week I received numerous phone calls from shareholders who were confused about the carport construction going on and where to park their vehicles. I thank all of you for working through this transition. We now have a new concrete driveway on the East side of carport 137.
2. Your board follows a code of conduct in dealing with GRF staff, and board members. We appreciate that our shareholders are respecting the GRF staff & board members, as well as your mutual 12 board members.
3. We need to remember the service companies we have contracted to work in M-12, such as "4-Star Landscape" and others. These service companies report to your board, not to individual shareholders. Please remember if you have any issues with any of our contractors, bring these to the attention of your board members. Do not approach these employees with complaints or suggestions. This causes confusion and slows their progress to complete whatever we have contracted them to do.
4. There are many issues on our plate we are trying to complete. We have gutter cleaning to schedule, tree trimming, termite repair and other physical repairs within the mutual.
5. Unfortunately all of L.W. has been inundated with rodents, mice and few some rats. We are doing the best we can to eradicate these unwelcome visitors. We are working with Fenn, our exterminator service. Many of the other mutuals are doing the same, but these pesky balls of fur have a mind

of there own. We suggest you set mouse traps around your patios if you wish and never leave any food items on patios.

6. **Our fire inspections have begun.** A board member will be doing these inspections with our GRF Physical Property Inspector. These inspections by the Board will also include inspections of carports. Permitted items are a ladder, a shopping cart, and a bicycle on the stoop below the cabinets. Please clear the carports of all articles not permitted in policy 12-7502-1.
  
7. Lastly, I have had three calls from shareholders complaining that other people have been removing their laundry out of the machines before their cycles are complete. Reminder, you are not allowed to remove laundry from any machine that does not belong to you. All sharholders using our laundry room machines should keep track of time so you can complete your laundry and not tie up the machines while others have to wait. But, if someone may be late getting back to the laundry room, it's not an excuse to remove laundry that does not belong to. I remind everyone as a Mutual-12 member you can use any one of our laundry rooms. Thank you for your courtesy.

Respectfully Submitted

Rich Carson

President Mutual-12

# PORTFOLIO SPECIALIST REPORT

## OCTOBER 2023

### Candle Fire Safety

#### DON'T LET THIS



With the holiday season rapidly arriving and with cooler fall temperatures here, many of us enjoy the warmth and light offered by a candle. Candles are decorative, come in many pleasing aromas, and can offer ready and simple light during power outages and emergencies. BUT the use of candles has also resulted in the following statistics (as provided by the U.S. Fire Administration):

- ❖ On average, 42 home candle fires are reported every day.
- ❖ More than half of all candle fires start when something that could burn, such as furniture, mattresses or bedding, curtains, or decorations too close to the candle.
- ❖ Over one-third (36%) of home candle fires begin in the bedroom.
- ❖ Young children and older adults have the highest death risk from candle fires.

#### TURN INTO THIS



#### If you use a candle, please make sure to follow the following candle safety tips:

- ❖ Consider using battery-operated or electric flameless candles and fragrance warmers, which can look, smell, and feel like real candles – without the flame.
- ❖ Avoid using candles in bedrooms and sleeping areas.
- ❖ Extinguish candles after use and before going to bed.
- ❖ Keep candles at least 12 inches from anything that can burn.
- ❖ Keep candles out of the reach of children and pets.
- ❖ Never use a candle where medical oxygen is being used. The two can combine to create a large, unexpected fire.
- ❖ Always use a flashlight – not a candle – for emergency lighting.



**NEVER leave burning candles unattended!**

**Remember! Candle fires are PREVENTABLE.  
The top six days for home candle fires are:**

- Halloween
- Thanksgiving
- December 23
- Christmas Eve
- Christmas Day
- New Year's Day

In the event of a fire, remember time is the biggest enemy and every second counts!

Escape first, and then call 911 for help. Develop a home fire escape plan and practice it frequently, and do not forget about that important emergency "grab-and-go bag". Never stand up in a fire, always crawl low under the smoke, and try to keep your mouth covered. Never return to a burning building for any reason: it may cost you your life.