

Return to: _____

NOTE: PLEASE INITIAL AND PASS TO THE NEXT OCCUPIED APARTMENT IMMEDIATELY.

A	B	C	D	E	F	G	H	I	J	K	L

MUTUAL THREE

**BOARD OF DIRECTORS
MONTHLY REPORTS FOR**

**November
2022**

(See information attached.)

President's Report

November 18,2022

Continuing Reminders: We still seem to be having difficulties with residents not understanding and complying with the Rules & Regulations that we all have to live with in Mutual 3, and even throughout Leisure World. So...

1. **Trash:** General trash goes in the green dumpsters. Recycle materials such as paper, cardboard (boxes must be broken down & flattened), glass & some plastics (see the notice on the dumpsters) go in the white dumpsters. Food waste and pizza boxes, as well as garden trimmings go in the new green plastic cans. Nothing can be left on the ground near the bins as it will not be picked up by the trash company. The Mutual (yep, you and I) has to pay extra for those items to be removed. Please do not leave items for others to pick through – clothes, books, food, furniture, etc. There are charities which would welcome donations and will pick up usable items.
2. **Water usage:** We are still under the City & State restrictions. Please do not water the grass areas in front of your unit or wash down the building, porch, walkways or sidewalks. Both the Mutual and the individual in violation are subject to a \$500.00 fine.
3. **Yard/Patio/Porch sales:** Per Section 12.1 of our Rules & Regulations, an individual must have a permit application signed by a Director for a sale to be authorized at their unit location. The sale can only be held on one Thursday and Friday, 9AM-3PM timeframe and a resident is restricted to one sale per calendar year.

We continue to ask for your assistance in keeping Mutual (yep, you and I, again) costs down by preventing sewer stoppages. Please only flush

toilet paper. Any wipes, Kleenex, paper towels must be placed in the trash. The Refresh Liquid Wipes product, which works with just toilet paper, is available in the Copy Center in Blg 5. Each 100 uses bottle is only \$6.81 per bottle. A set of 2 fine-mesh drain covers is available at Dollar Tree to stop the food, hair and toothpaste residue from causing sink stoppages.

As we move into the holiday season, please be careful with your decorations. Please only use battery operated candles so we avoid fires. If you are cooking or baking, please do not leave the stove or oven unattended. There have been 2 fires recently within LW, both caused by unattended cooking.

Speaking of the holidays, they can be a difficult time for some of our residents. Please take the time to say hello or deliver a few cookies to someone who may not have family close by. A few minutes of your time can make all the difference to someone.

I do wish each and everyone of our M3 family a very Happy Thanksgiving and forget the waistline!

A handwritten signature in black ink, reading "Carol Githner". The signature is written in a cursive style and is positioned diagonally on the page.

EMERGENCY INFORMATION COUNCIL REPORT
NOVEMBER 10, 2022

1. The Fall Festival Expo. was a great success... a Band for Dancing, Food, Raffle and Vendors... Life -saving information and Fun... what a deal! A sampling of the Vendors who participated...
 - a) Nutshell of Earthquake info. "Drop, Cover, Hold on. Literature available from FEMA. 1-800-480-2520
**[go to "Ready.gov" ~ search for "earthquake" ~Down load the "FEMA app".] **
 - b) So. Cal Animal Response Team (SCART) www.SCART.us
They provide valuable info regarding how to care for animals during a disaster (including detailed info on creating a *READY PAK KIT*), assist with animal sheltering, pet response and disaster recovery (among other services).
People help – you can **dial 211** for help with: Food, Veteran Support, Medical needs, Domestic Violence, Mental Health, Utility Bills, Housing, Job Resources, Senior Care, Substance Abuse and more...
 - c) **"MORE PREPARED" (EMERGENCY PREPAREDNESS KITS)**
They have a large variety of personal and group preparedness kits available for sale.
www.moreprepared.com, (310-676-3153)
 - a) Blue Can Water – sells drinking water with a 50year shelf life! www.bluecanwater
 - b) "GO BAG" (info. courtesy of: LW C.E.R.T.) This a cache of supplies you can grab quickly if you need to evacuate your home. Pack: water, meds, sunscreen, money, TP & toiletries, Personal docs. and ID, Flashlight, Food, clothes & shoes, glasses, phone charger, First Aid kit, Passwords, Pet supplies and other things you believe you'll need.
2. Emergency Information Council Meeting 11/10/22 (REVIEW)
 - a) Continuing to work on their Charter ... almost completed. Tabled for next meeting.
 - b) Danger of increase in stove-top fires due to increase in cooking during Holidays.
Mutuals may want to review Fire Safety tips at Meetings and in Announcements.
 - c) Reminder**All Residents are welcome to attend EIC meetings and thereby automatically considered to be Members of the Council.

Shoal Lugenbeal

FIRE SAFETY

November 2022

Portfolio Specialist Report





ORANGE COUNTY FIRE AUTHORITY NOVEMBER 2022 SOCIAL MEDIA / RSG! TOPICS

KEEP a lid or fire extinguisher
NEARBY when cooking



ocfa.org



Holiday Cooking Safety: More cooking fires are reported on Thanksgiving Day than any other day of the year, followed by Christmas and Christmas Eve. Help protect your family and home by keeping a lid or fire extinguisher nearby when cooking this holiday season. For more information on holiday cooking safety, visit ocfa.org.

STAY in the kitchen when cooking
NEVER LEAVE food unattended



ocfa.org



Holiday Cooking Safety: Unattended cooking is the leading cause of home cooking fires. Stay in the kitchen when frying, grilling, or broiling food. For more information on cooking safety, visit ocfa.org

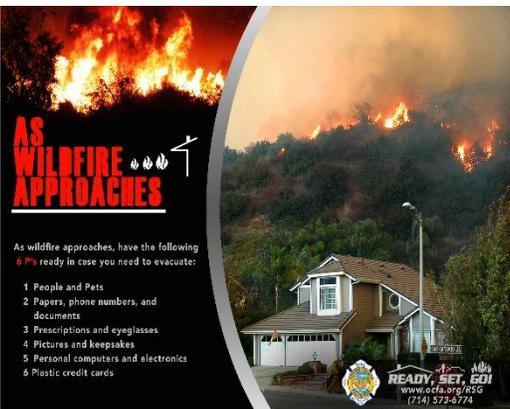
PULL the PIN, **AIM** LOW, **SQUEEZE** the LEVER,
SWEEP the NOZZLE from side to side



ocfa.org



Fire Extinguishers: Fire extinguishers can save lives and property! Use the P.A.S.S. Method – Pull the pin, Aim low, Squeeze the lever, and Sweep the nozzle from side to side. For more information on fire extinguishers, visit ocfa.org.



AS WILDFIRE APPROACHES

As wildfire approaches, have the following ready in case you need to evacuate:

- 1 People and Pets
- 2 Papers, phone numbers, and documents
- 3 Prescriptions and eyeglasses
- 4 Pictures and keepsakes
- 5 Personal computers and electronics
- 6 Plastic credit cards

READY, SET, GO!
www.ocfa.org/RSG
(714) 573-6774

As Wildfire Approaches: To prepare for a possible evacuation, load everything in your car, including your Disaster Supply Kit and Go! Bag. Back the car in the driveway and keep the keys with you in case you need to leave quickly. For more information on what to do as wildfire approaches, visit ocfa.org/RSG.

FIRE EXTINGUISHERS



Fire extinguishers can save lives and property, but should only be used if the fire is small, smoke and heat have not filled the room, and if you have a clear escape route. If you're unsure, evacuate immediately and call 9-1-1.



Since fire grows and spreads rapidly, the number one priority is to get out safely.



**Orange County
Fire Authority**

(714) 573-6200
ocfa.org



Types of Fire Extinguishers

Multipurpose (ABC) fire extinguishers are recommended for home use. Fire classifications are used to indicate the type of fire they will extinguish.

- A – For use with ordinary materials like cloth, wood, and paper.
- B – For use with flammable liquids like grease, gasoline, oil, and oil-based paints.
- C – For use with electrical equipment that is connected to an outlet.

Before Using a Fire Extinguisher

- Alert others that there is a fire and appoint someone to call 9-1-1.
- Make sure the fire is small, not spreading, and that you have a clear escape route.

The P.A.S.S. Method

- Pull the pin.
- Aim low. Stand six to eight feet away and point the extinguisher nozzle at the base of the fire.
- Squeeze the lever slowly and evenly.
- Sweep the nozzle from side to side until the fire is completely out.

Fire Extinguisher Maintenance

- Keep your extinguisher in plain view and out of the reach of children.
- Read and follow all instructions on the label and check for dents, corrosion or damage monthly.
- Non-rechargeable fire extinguishers should generally be replaced every five to seven years.
- Fire extinguishers are good for one use only. To dispose of an extinguisher, release the pressure by squeezing contents into a trash can. Let the extinguisher sit for 48 hours and then throw it in a trash can. You can also drop off used extinguishers at any household hazardous waste facility.



The roof is the most at-risk part of a home during a wildfire. Even if the flames never reach your property, windblown embers can threaten your home and bring fire to your front door.



Keep your roof clear of debris year round.



Orange County
Fire Authority

www.ocfa.org/RSG

If burning embers cause your roof to catch fire, it is likely that the fire will spread to the rest of your home. Homes with flammable roofs are much more likely to be destroyed than those with fire-resistant roofs.

Pine needles, leaves, and debris build up put your roof at risk from burning embers.

Plug gaps between the roof covering, roof deck or sheathing with non-combustible materials regardless of your roof's rating. This is often called "bird stopping," as it stops birds from building nests in gaps on the roof's edge.

Replacing plastic skylights with dual pane glass is another way to better protect your home. Dual panes and tempered glass are much more likely to resist damage if exposed to burning embers.

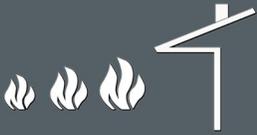
For more information, please visit the OCFA website or call (714) 573-6774 to schedule a Wildfire Home Assessment.

READY, SET, GO!

AS WILDFIRE APPROACHES



Early evacuation is the best way to protect yourself and your loved ones during a wildfire. As a wildfire approaches, follow these steps to help prepare your family and home, and make your evacuation safer.



Review your Wildfire Action Plan so all family members have the same information and know what to do.



**Orange County
Fire Authority**

www.ocfa.org/RSG

Have all necessities ready, including the 6 P's, in case you have to evacuate:

1. People and pets
2. Papers, phone numbers, and important documents
3. Prescriptions, medical equipment, and eyeglasses
4. Pictures, family keepsakes, and other meaningful items
5. Personal computers, hard drives, tablets, or other data storage devices, including cell phones, and chargers
6. Plastic credit cards, ATM cards, and cash

Load everything into your car, including your Disaster Supply Kit and Go! Bag. Then, back the car into the driveway and close the windows and doors. Keep the keys with you, in case you need to leave quickly.

At Home:

- Close all windows and doors
- Shut off air conditioning and fans
- Close the fireplace flue
- Leave lights on, including porch lights
- Move outdoor combustible items (patio furniture, door mats, charcoal, firewood, lighter fluid, brooms, trash cans, etc.) away from the house or bring them inside
- Turn off propane tanks
- Close the garage door
- Connect garden hoses to spigots and place them so they can reach any area of the house
- Don't leave sprinklers on or water running as this can waste critical water pressure

For more information, please visit the OCFA website or call **(714) 573-6774** to schedule a Wildfire Home Assessment.



PORTFOLIO SPECIALIST REPORT

NOVEMBER 2022

PROPER USE OF GARBAGE DISPOSAL

When using the garbage disposal be sure to run plenty of water!

Follow these easy steps when using the garbage disposal:

1. Turn on the cold water
2. Turn on the disposal
3. Feed the material into the disposal a little at a time
4. When the hammering stops, turn off the disposal and keep the water running for one minute
5. Make sure to run the disposal every day, even though you are not putting it to normal use
6. If the disposal stops working, locate the RED re-set button on the bottom surface of the unit and hold for 30-seconds.

REMINDER

Please do not grind these items

Bones
Carrot peelings
Celery & Rhubarb Stalks
Coffee Grounds
Corn Cobs—Husks or Silks
Egg Shells

Onion Skins
Pea Pods
Potato Peelings
Grease
Pills
Glass
Rice
Any fibrous materials

If the disposal is not grinding as well as it should, grind some ice to sharpen the blades.

To deodorize the disposal, grind some lemon, lime, or orange rinds.

