

MINUTES OF MUTUAL 22 QUARTERLY MEETING
FRIDAY, SEPTEMBER 13, 2019, 1:30 P.M., CLUB 22, 4033 TERRA
GRANADA DRIVE
WALNUT CREEK, CALIFORNIA

President, Michael Kiefer, opened the meeting at 1:30 p.m. All three board members were present: President Mike Kiefer, Secretary-Treasurer Maureen Lawson and Vice-President Nazli Monahan

MOD officers present were Paul Donner, Director of Mutual Operations; Rebecca Pollon, Landscape Manager; Rick West, Building Maintenance Manager,

Minutes:

The following motion was passed: it was moved, seconded, and carried to approve the following minutes: March 2019 quarterly meeting, August 2, 2019, Executive Session, July 8, 2019, Executive Session

LANDSCAPE REPORT

Maureen Lawson, Landscape Contact, reported on following: dead daphne plant in entry sign garden was replaced with new daphne, Yellow gold heathers south of 4033-9A were replaced with fountain grass, new smoke tree was planted east side of 4029 building, several courtyard rhododendrons were removed due to thrip infestation. Spraying for this infestation will be done twice per year with an oil base nontoxic spray. Struggling smoke tree south of 4033-1A is being monitored and one bubbler removed due to possible overwatering. If the tree finally has to be removed, the roots will be checked for too much moisture or gopher damage.

FINANCIAL REPORT

Paul Donner reported on our finances as of end of August 2019 as follows: Ending Fund Balances: Operating \$19,903; Reserves \$244,562; Total Year to Date \$264,465.

BOARD MOTION PASSED THAT MUTUAL 22 BOARD IS COMPLYING WITH CIVIL CODE 5500 BY REVIEWING AND APPROVING THE MUTUAL 22 MARCH, APRIL, MAY, JUNE, AND JULY 2019 FINANCIAL REPORTS.

2020 BUDGET INFORMATION

Paul then explained the basic reasons for the increase in our 2020 budget and resulting coupon as follows: Insurance cost will be increased by \$24.84 per manor or a percentage increase of 50.9%. This increase is due to insurance companies having to pay off considerable claims for the California fires this year. All mutuals are dealing with this insurance cost increase. The Welcome Company who cleans our club room and 4033 stairwells and breezeway floors charges \$10.08 per manor per month which is an increase of 59.1% over last year 's company which quit working in Rossmoor. Our utilities were lower this year by 6.5% due mostly to less water usage.

Our total 2020 projected coupon cost per manor per month will be raised by \$72.33 plus whatever Golden Rain's increase will be (probably between \$10-\$13 per manor per month). Golden Rain's increase will be published at the end of September. **The projected 2020 coupon amount will be between \$877 to \$880 depending on Golden Rain's increase.** This amount puts our mutual in lower middle section of all mutual coupons. Secretary Maureen Lawson will email all residents with the final budget/coupon figure when MOD Accounting notifies her.

BUILDING MAINTENANCE REPORT

Manager Rick West reported on the following items:

Gutter Cleaning

On July 8, 2019, Mutual 22 Board approved by passed motion a three-year contract with Professional Gutter Services to have all of our mutual's gutters cleaned under a three-year contract at a cost of \$2700 for each cleaning; one in November and one in February of each year. (total annual cost \$5,400.00) This contract work will commence in November 2019 and run through February of 2022.

4033 Breezeway Ceilings Repairs

The Contractor, Five Star Painting, will commence this work at the end of September or early October. Board previously approved their estimate of \$30,860 for all three 4033 breezeway ceilings.

Duplex Rail Caps Replacements/Repairs/Painting by MOD Crew

The Board passed a **motion** to approve the MOD estimate of \$21,074 provided by Carpentry Foreman Luis Duenas to have all Duplex railing caps replaced or repaired and painted and three dry rotted duplex carport supporting posts replaced and painted. This work will probably not commence until January of 2020 depending on MOD crew 's availability. Rick West agreed to ask Luis Duenas to put the estimate in printed form for easier reading

4033 Breezeways Light Bulb Problems

Sang Electric previously contracted with a vendor to have these light bulbs provided to him; however, the vendor has retired and is no longer in business so light bulbs warranty is no longer in effect and evidently the batch of bulbs provided are not good. Therefore, Sang asked the mutual to approve a purchase of bulbs from a new vendor which will guarantee the bulbs for five years and replace any that fail within that time free of charge. The Board agreed that this would be less expensive than having Sang change a current bulb every time one burns out which happens frequently. Rick West will ask Sang to provide the board with a written estimate for this new vendor bulbs purchase and related labor costs.

BOARD REPORTS

President Mike Kiefer had nothing to report.

Vice President Nazli Monahan reported that she would be in Switzerland commencing September 27 for possibly two months helping her sister with medical treatments. She asked that the 4033 residents report any problems to the work order desk, i.e., irrigation, pests; and

notify the Secretary with regards to cleaning company (Welcome Company) problems or recycling room problems.

Secretary Maureen Lawson reported that 4033 unit 4C had recently been sold.

NEW RESIDENTS AND RESIDENTS FORUM

New Resident Margaret Elliott, 4029-1A, was introduced and welcomed.

Resident Kathleen Murray (4033-9B) reported that after she had a new hot-water heater installed she smelled gas and after the contractor refused to investigate the problem further, she called PG&E who found a gas leak in the installation. Paul Donner reiterated to all residents that whenever they smell gas inside or outside their unit to call **no one else except PG&E.**

Resident Linda Maxey, 4033-1A, reported that after a contractor did some major remodeling work in her unit she had a problem with electrical breakers going off which the contractor refused to address. Paul Donner suggested she call Sang Electric to determine what the problem is (he suspects insufficient GFI's installed in the unit) and then report the findings to the contractor for fixing it.

ADJOURNMENT

The meeting adjourned at 2:30 p.m.

Next Quarterly Meeting will be Monday, December 2, 2019, at 1:30 p.m. in Club 22

Respectfully submitted
Maureen Lawson
Secretary-Treasurer
Mutual 22

9-16-19

