

MINUTES OF MUTUAL 22 QUARTERLY MEETING
FRIDAY, MARCH 29, 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 and Rebecca Pollon, Landscape Manager; Rick West, Building Maintenance Manager, was absent.

Minutes: The minutes of the December 17, 2018, Quarterly Meeting and the January 11, 2019, Emergency Board Meeting were approved by motion of the board.

LANDSCAPE REPORT

Rebecca Pollon's report included EBMUD rebate of \$2,175 to the mutual for lawn removals and replacements and \$1,000 reduction in MOD lawn maintenance costs amounting to \$330 per year.

Rebecca and Maureen Lawson, Landscape Contact, will be doing a tree-walk through the mutual with tree technician, Ed Waraner, on April 4, 2019.

FINANCIAL REPORT

Paul Donner reported on our finances as of end of February 2019 as follows: Ending Fund Balances: Operating \$30,283; Reserves \$364,056; Total Year to Date \$394,339. We were under budget by \$3,491.

MOTION: The Board passed a motion that Mutual 22 Board is complying with Civil Code 5500 by reviewing and approving the Mutual 22 January and February 2019 Financial Reports.

BUILDING MAINTENANCE REPORT

In Rick West's absence, Paul Donner reported on the following building maintenance items: Second contracted **gutter cleaning** was completed in February at a cost of \$1,650. **4033 Balcony/soffits repairs** were completed by MOD workers and painting of the balconies. The project came in \$33,265 under budget, total completed cost was \$130,015. **4033 level three breezeway roof cuts** were discovered (letting in rain) and repaired under warranty by Fiala Roofing.

Asphalt Removal and Replacement

Board reviewed and approved this contract for \$145,531.00 which was an increase of \$51,531 over budgeted amount (original estimate by contractor was \$94,000.) The increase was due to increased material costs, insurance, etc.). This mutual first-time asphalt removal and replacement will be 4" deep into the current pavement. Past jobs have only been slurry coats over the present pavement. The contractor, Silicon Valley Paving, submitted the lowest bid of two received. After considering splitting the job over this and next year, Board decided to complete the job this year. This work does **not** include carport pavements but does include all guest parking areas. Year 2020 includes our buildings painting job.

When MOD receives start date information for this project, all residents will be notified by the mutual board as well as postings by the contractor. The job will probably start in one of the summer months and take three-four days and will last approximately 15 years.

RESIDENTS' DRIER CLEANING

Vice-President Nazli Monahan reported on her findings with the Welcome Company who cleans our Club room, and 4033 stairwells regarding their estimate to clean drier vents which is \$75 per unit. Nazli will have them do a test cleaning of her drier and then get back to our mutual with the results and her recommendations. Due to our budget restrictions, this is not a mutual expense but must be paid for by each resident who wishes to have it done.

ELECTRONIC WASTE

Nazli reported on the company that will pick up our electronic waste items now that “At Your Door” is no longer in business for N. California. It’s called Rapid Recycle, phone number 671-9008; they will take anything with a cord or battery. There is a fee involved for large items. Details of Nazli’s report are being forwarded to all residents by the board secretary.

EMERGENCY PREP. COMMITTEE

Chairperson Marilyn Marshall reported on this committee’s work. She mentioned that she does not have emergency contact info for every resident yet and is working on obtaining same. She also mentioned that there needs to be more residents’ “monitors” for the duplexes at the north end of the mutual (4013, 4017, and 4021). Two residents showed their emergency supplies containers to the residents attending. The Rossmoor email address for emergency resources is:
www.rossmoorepo.org.

ORGANICS RECYCLING

All 16 duplex residents in our mutual are scheduled to have organics (food scraps) green composting bins delivered to their carports (placed alongside the blue recycling bins) on April 15. Details of using the bins as well as green bags for each resident will be covered in a presentation by Republic Recycling on Monday, 4/22/19 1:00 p.m. in the Fireside Room at Gateway. Also, you can find details in your Rossmoor Phone Book on pp 18-21 which includes what goes where.

As yet, we do not have final information whether the **4033** building has room for a green composting bin; when we hear from Republic regarding that possibility and where it might be placed, we will let you know.

ADJOURNMENT

The meeting adjourned at 3:10 p.m.

Next (annual) meeting will be Friday, June 7, 2019, 1:30 p.m. Club Room

Respectfully submitted 3-30-19
Maureen Lawson,
Secretary-Treasurer Mutual 22