

MINUTES OF MUTUAL 22 QUARTERLY MEETING
MONDAY, SEPTEMBER 11, 2017, 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 board members were present: President Mike Kiefer, Vice-President Nazli Monahan, Secretary-Treasurer Maureen Lawson.

MOD officers present were Paul Donner, Director of Mutual Operations, and Rick West, Building Manager. Landscape Manager Rebecca Pollon was absent.

The minutes of the Annual Meeting of 6/12/17 were approved by passed motion of the board.

Financial Report: For August 2017 was given by Paul Donner which included the following figures: Operating Fund Balance, \$1,274; Reserves Fund Balance, \$131,857; Total Year-to-Date Fund Balances, \$133,131 . Spending was over budget by \$9,524.00 due mostly to 4033 building maintenance. Our Operating and Reserve Funds are below a safely acceptable amount and thus the need for a 2018 \$10,000 assessment for each resident household or a considerable increase in next year's monthly coupon to \$852.00 per household to bring our funds up to par for future expenditures, i.e., driveway resurfacing next year; painting all buildings following year, new roofing over following three years.

Building Maintenance Report: Rick West reported on the various building maintenance projects completed and ongoing: 4033 Breezeways recoating just about complete; 4033 soffits and dry rot balcony repairs, hand railing repairs are in process to be continued into 2018.

Landscape Report: In absence of Rebecca Pollon, Maureen Lawson reported that some landscaping rehab had recently been completed

leaving \$1,000 in our annual \$5,000 budget. Our annual \$5,000 tree budget was \$1,000 over budget due to two large pine trees being removed. No further landscaping rehab work is scheduled this year. The breezeway seal-coat contractor has agreed to hose off all the 4033 courtyard perimeter plants after their work is completed and also wash the club room window.

President's Report: Mike reported on the general status of the mutual during his brief three-month tenure since his election to the board in June. He introduced new residents Wendy Pruffer of 4033-4B and Aris and Zarmine Aghazarian of 4017-1B. .

2018 Budget Need for \$10,000 Residents Assessment:

Paul Donner stood and explained the need for **either** a \$10,000 2018 budget assessment with pay-back time over period of two years of \$416.00 per manor per month in addition to our 2018 monthly coupon amount (to be advised in November) **or** increasing our 2018 monthly coupon considerably, bringing it to \$852.00 per month. It was pointed out that an assessment is a one-time charge whereas an increased coupon is continuous.

Residents were given hand-outs detailing Paul's presentation including a comprehensive 10-year spending plan prepared by Rick West. After his presentation, resident questions were answered and assessment pay-back suggestions were offered by residents and Paul commented on each of these including pay back times of three years instead of two and in what increments the payments could be made on an individual resident basis. Paul stated that the MOD Accounting Dept. would have to decide **if** and how such individual payments could be made. Secretary Maureen Lawson mentioned the **Rossmoor Fund** that might help residents needing financial assistance in paying back the monthly assessment fee. The fund can be reached through **Counseling Services at 988-7751**

A straw poll vote was taken of the residents present as to whether or not they wished to have a mailed ballot sent to each of them to vote on

adopting the \$10,000 assessment **or on lieu** of the ballot vote, instead increasing the 2018 coupon to \$852.00 per month. The majority of those present wished to receive the mailed ballot to vote on the assessment. In order to pass, the vote in favor would have to be 50 + 1% of our 43 resident households. In line with the straw poll result in favor of receiving the assessment ballot, Paul stated that he would invite all of our mutual residents to a “power point” meeting in one of the Creekside meeting rooms (before the ballot is mailed) to present detailed facts and figures using an overhead projector for all to see along with detailed explanations of those figures. President Mike Kiefer agreed to set up a meeting room in line with Paul’s availability. As soon as this date and time is confirmed, all residents will be notified by email by the Secretary Maureen Lawson.

USE OF BBQ’S ON MUTUAL DECKS: The recent BBQ-caused fire in entry 2 on Rossmoor Parkway was discussed including City of Walnut Creek’s ban on BBQ’s in condo communities. Mike Kiefer will attempt to obtain a copy of that ban for further board discussion and then let the residents know of the board’s decision regarding allowing BBQ’s in our mutual.

CIGARETTE BUTTS FOUND IN UPPER CARPORT AROUND PARKED CAR. Vice-President Nazli Monahan reported that she found several cigarette butts around her car in her upper carport east end space. The danger of this was discussed and it was felt in this case it probably was from maintenance contractors recently working in 4033 building. MOD has agreed to speak to recent contractors regarding the Walnut Creek smoking ban and resident smokers were reminded to smoke only in areas 25 feet from a residence and to safely destroy their cigarette butts.

ADJOURNMENT

The meeting adjourned at 2:50 p.m.

Respectfully submitted,
Maureen Lawson

Secretary-Treasurer
Mutual 22