

## MINUTES

WALNUT CREEK MUTUAL NO. THIRTY  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY, JANUARY 10, 2024, AT 9:30 A.M.  
BOARD ROOM – GATEWAY  
IN-PERSON MEETING

President Evan Spinrod called to order the Board of Directors of Mutual Thirty meeting on Wednesday, October 11, 2023, at 9:32 a.m. in the Board Room at Gateway.

ROLL CALL: *Linda Schoeffner*

PRESENT:	President	Evan Spinrod
	Vice President	Victoria Rice
	Treasurer	Roz Reiter
	Secretary	Sarah Odegaard
	Director	Richard Engle

EXCUSED: None

The MOD staff was represented by Jeroen Wright, Director of Mutual Operations; Rick West, Building Maintenance Manager; John Tawaststjerna, Landscape Manager and Linda Schoeffner, Board Coordinator.

President Spinrod welcomed nine residents in attendance.

### CONSENT CALENDARE APPROVAL OF MINUTES

*President Spinrod made a motion to approve the following meeting minutes: September 20, 2023, Fifty-First Annual Meeting of the Members, September 20, 2023, Organizational Meeting, September 26, 2023, Special 2024 Budget Meeting, and the October 11, 2023, Board of Directors Meeting. Treasurer Reiter seconded the motion, and it passed without dissent. 4-0*

### MEMBERS' FORUM

A Members' Forum was held. No questions or comments.

### MOD REPORTS

#### A. Manager's Report – *Jeroen Wright*

The final dollar amount for the 2024 insurance over the entire valley made no change to the 2024 budgets. Rossmoor carries \$1.8 billion in insurance. The Underwriter was able to provide an additional \$100,000 of insurance because Rossmoor is now a certified Firewise community. New residents are still having a problem obtaining loans because Fannie Mae and Freddie Mac want 100% replacement coverage.

#### B. Building Maintenance Report – *Rick West*

**INFORMATION ITEMS: Work scheduled, In Progress or Completed.**

- DuroLast Flat Roof project 2023 Contractor: BLACK DIAMOND ROOFING**

Roof Overlay: DL 50	
2825 Ptarmigan Drive	\$11,800.00
2833 Ptarmigan Drive	\$11,800.00
2881 Ptarmigan Drive	\$28,000.00
<b>Total Investment</b>	<b>\$51,600.00</b>

Project Completed in 2003

2. Building # 2857 obtaining two estimates to remove wood shake siding and replace with stucco.

**Contractor: GBG Estimates:**

LP Smart side Total: \$ 19,158.43

Hardie Fiber cement panel siding Total: \$ 18,694.57

Stucco Total: \$ 23,412.13

Lead based paint testing: \$ 1,040.00

The Board reviewed a proposal from Five Star for woodpecker damage repair and preventative maintenance and approved the proposal for \$12,140.00 to inspect and repair the paper to ensure it is watertight and to install hardi backer siding as a durable and woodpecker-resistant alternative. Paint the newly installed Hardi Backer siding to match existing.

3. 2024 Gutter, Downspout and Metal Belly Ban Cleaning. Contractor Welcome Building Maintenance.

Scheduled For January 2024. Cost \$4,200.00. Project Completed on 1/3/24.

Welcome Building Maintenance used a vacuum type cleaning apparatus to clean the gutters. Ater cleaning the Board complained that the cleaning method caused large holes in the gutters. The Board complained but the vendor is not taking responsibility. The Board did admit that the gutters were rusty but not leaking.

C. Landscaping Maintenance Report – John Tawaststjerna, Landscape Manager

- MOD Days - April 9<sup>th</sup> – 18<sup>th</sup>, July 6<sup>th</sup> – 18<sup>th</sup>, and September 9<sup>th</sup> – 16<sup>th</sup>.
- 2023 Landscape Budget was \$3,500 and went overbudget \$500. Regular maintenance budget was under \$400, reducing the budget to -\$100.00 for the year.
- Trees – Mapping trees to remove. We look at removals on a yearly basis.

**COORDINATORS' REPORTS**

Building - President Spinrod will cover matters under new business.

Landscape (Victoria Rice/John Tawaststjerna)

▪ **New Business:**

Remove three (3) sections of land and replace them with new drought tolerant gardens in front of Santa Clara; 2901, 2897, and 2893.

*President Spinrod made a motion to approve \$15,000 to remove three (3) sections of land and replace it with (3) new drought tolerant gardens in front of Santa Clara: 2901, 2897, and 2893 where the irrigation is connected to all three properties. This will complete the West-South hillside of the Entry. Terra Landscape can begin this work in March. Landscape Manager John T. will apply to the City of Walnut Creek for a financial rebate for this project. Treasurer Reiter seconded the motion and passed without dissent. 5-0*

• **Landscape Work Completed in 2023**

- Terra completed 8 Drought Tolerant Gardens along the street, Buildings 2801 and 2809 at the Entry, and Buildings 2925, 2941, 2945, 2913, 2909, 2905 on the hillside of the Entry. Terra guarantees all the plants.
- Mod Days: Dying plants were removed and new plants were placed where needed, mulch and Lodi were added to thinning areas, bender board triangles were replaced, irrigation system checked, the Oak Tree Garden was planted, and East side of the Entry was finished. The Blue Spruce tree in front of Building 2921-4 was removed along with Juniper Bushes found in 2 locations. The Boxwood Hedge on the North-East side of the Entry was finished.
- The Committee did a walkthrough with John T. and Joe Mattos for 2024. They are considering removing the Tulip Tree that is so close to the street wall of Building #2913-2, the roots are affecting the foundations, and branches are rubbing on the roof.
- Acknowledging the Fire Safety presentation last Fall, we will start moving the existing mulch away from the building foundations by 3'-5'. We will continue to use fire retardant mulch.

The Board stated that Vicki is doing an incredible job on the landscaping! Thank you, Vicki.

Financial (Roz Reiter)

Treasurer Reiter reported the following November 30, 2023, Financial Report.

Operating Fund: Cash Balance: \$145,277  
Reserve Fund: Cash Balance: \$344,433

MUTUAL 30 FINANCIALS a/o November 2023	OPERATING FUND	YTD BUDGET	RESERVE FUND	TOTALS	
				YTD 2023	TOTALS YTD 2022
<b>BEGINNING FUND</b>					
<b>BALANCE</b>	\$ 148,245		\$ 517,005	\$ 665,249	\$ 480,972
<b>ENDING FUND BALANCE</b>	\$ 184,222		\$ 554,554	\$ 738,777	\$ 656,849
<b>YTD REVENUES</b>	\$ 665,171	\$ 663,531	\$ 192,497	\$ 857,669	\$ 805,077
<b>YTD EXPENSES</b>	\$ 629,194	\$ 635,129	\$ 154,928	\$ 784,141	\$ 629,199
<b>CHECKING ACCOUNT</b>					
<b>CASH</b>	\$ 145,277		\$ 344,433	\$ 489,711	\$ 477,312
<b>PREPAIDS/INVESTMENTS</b>	\$ 51,257		\$ 210,399	\$ 210,399	\$ 202,220
<b>TOTAL ASSETS</b>	\$ 197,302		\$ 554,914	\$ 752,216	\$ 688,959
<b>TOTAL LIABILITIES</b>	\$ 13,080		\$ 360	\$ 13,440	\$ 23,709

*Treasurer Reiter moved to certify that the Board is following Civil Code #5500 regarding the financials for November 30, 2023. President Spinrod seconded, and the motion carried without dissent.5-0.*

Social – (Beth Hume)

The Holiday Party had 60 guests and was a great success. The Social organized a contract with Dollar Clubhouse for Loving Spa on February 12<sup>th</sup>. Dollar Clubhouse scheduled December 6<sup>th</sup> for another holiday party. More information to follow.

New Resident Greeter (Cheryl Hines)

New members are renovating – do not have their names yet.

BOARD DIRECTOR REPORTS

No reports.

UNFINISHED BUSINESS

NEW BUSINESS

A. Change Out Shingles at 2857 Due to Woodpecker Damage – The Board reviewed two proposals to replace the siding on 2857 due to woodpecker damage. The Board requested a proposal for Hardie board.

B. Cleaning Out Dryer Vents – Board asked for another bid.

C. Mutual Shared Deductible Agreement

*President Spinrod made a motion to approve the Shared Insurance Deductible Agreement with approximately twenty-two (22) other mutuals when a claim is filed. Rather than each mutual paying a \$250,000 deductible, the claimant would pay \$10,000 and all twenty-two would make equal payments to pay the \$240,000 balance. The Treasurer Reiter seconded the motion, and it passed without dissent. 5-0*

ANNOUCEMENT: Next Meeting is July 10, 2024, starting at 9:30 a.m. in the Board Room / Gateway.

ADJOURNMENT- Having no further business, the meeting adjourned at 10:48 a.m.

*Linda Schoeffner*

Assistant Secretary  
Walnut Creek Mutual 30