

MINUTES
WALNUT CREEK MUTUAL NO. THIRTY
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JANUARY 8, 2020 AT 9:30 A.M.
BOARD ROOM – GATEWAY COMPLEX
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CALIFORNIA

President Evan Spinrod called to order the regular meeting of the Board of Directors of Mutual Thirty on Wednesday, January 8, 2020 at 9:30 a.m. in the Board Room, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	President	Evan Spinrod
	Vice President	Lynda Caputo
	Treasurer	Ron Reece
	Director	Al Fantegrossi

EXCUSED:	Secretary	Patricia Fail
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MOD staff was represented by Paul Donner, Director of Mutual Operations (arrived 10:05 from another meeting); Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager and Anne Paone, Administrative Secretary.

President Spinrod welcomed twelve residents in attendance.

APPROVAL OF MINUTES

Mr. Spinrod asked for any corrections to the minutes of the October 30, 2019 regular meeting of the Board of Directors, the October 30, 2019 Executive Session meeting and the July 29, 2019 Special meeting for budget discussion. Hearing none, he declared them approved as written and reviewed.

PRESIDENT'S MESSAGE

Mr. Spinrod will report later in meeting.

RESIDENTS' FORUM

No questions or comments.

MOD REPORT

Mr. West provided the following written report for the Board:

PENDING ITEMS: Proposals for Review or Approval

1. Estimate to replace 24 walkway lights with 24" Black LED Post Lights.
Contractor: Sang Electric – Cost \$8,425.00.

(Presented to the board for approval).

2. Estimate to install up to 250 Kidde 10 year sealed Lithium battery Smoke Detectors.
Contractor: Sang Electric – Cost \$9,875.00

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. Cleaning of all building and carport gutters and downspouts. Is scheduled for January 2020 - Contractor: PGS Professional Gutter Services -
Total cost \$3,770.00 Annually.
2. Projects scheduled to begin in Spring 2020 includes:
Siding Replacement & Painting of Buildings:
2833, 2857, 2841, 2801, 2865, and 2873 . Contractor: A One Construction -
Cost \$132,668.00.
3. 2857 PT #3 & #4 – Resident insurance claim due to damage to two units from Bath Tub Faucet leak. Leaking from unit 3 into unit 4.
(Work in progress).

BOARD MEMBER'S REPORTS

No reports.

COORDINATORS' REPORTS

Building (Evan Spinrod)

Mr. Spinrod reported that the walkway lights still work fine, so they will not be replaced at this time. The attorney for the Mutual has advised the Board the Mutual should not be responsible for changing batteries. The resident can purchase 10-yr. detectors and have them installed. The Handyman Service might do this for them. Mr. West did not think the Handyman Service will change the batteries due to liability issues.

Mr. Spinrod advised Mr. West that 2877 #1 only has one gutter on the back of the building. He asked if a second spout was needed. He also advised Mr. West that 2885 #1 has water from the gutter damaging her back deck. Mr. West will check.

Mr. West reported that gutter cleaning will be on January 16th and should only take one day.

The 2-story buildings will be painted this year.

Landscape (Linda Herron and Rebecca Pollon)

Mr. Spinrod read Ms. Herron's report as follows:

Possible Broken Pipe

Racoons tore up a portion of the lawn in front of 2857 and there was standing water in it. The help desk was called to check for a broken pipe and before the irrigation tech could repair it. The Terra supervisor and former weekly landscape worker, Raul, attacked the problem, found and cleared a buried drain and gave his assurance there was no broken pipe.

Drainage

The drains remain clear thus far. Evan was advised that the large drain at the base of a storm created a waterfall behind 2945. There was slight erosion there. Rebecca requested a bid from Five Star for a concrete structure. The estimate came in at \$8,000. Evan and I agreed that it was not an urgent matter.

Trees

Ed Waraner and I took the tree inspection walk on Monday, 12/30, I explained that we have a strained budget this year and painters coming in Spring. Ed's crew will be trimming fewer trees this year concentrating on those that need urgent pruning for building clearance and what he call "painter's clearance". This includes removal of a tall aging juniper on the back of 2833.

Rehab

We have been tentatively scheduled for MOD rehab work to be done in April, August and October. All dates are subject to change.

Resident Concerns

I have met with Frede who spoke at the last Town Hall meeting of needing landscape work. We met all of her needs and she now knows to call me for future concerns.

Weekly Maintenance

Daniel took time off for the holidays and has not returned. We have had a part time substitute and Terra is currently working to find a replacement. With that in mind, I am asking the Board to give all money raised to Raul.

The Board agreed to give Raul all of the money raised as a Christmas bonus.

Ms. Pollon asked for approval to use the Tree Annual Maintenance budget.

Ms. Caputo moved to approve use of the tree maintenance budget in the amount of \$3,425. Mr. Reece seconded and the motion carried without dissent.

Mr. Spinrod reported that he asked Ms. Pollon not to plant any more trees on Mutual property.

Financial (Ron Reece)

Mr. Reece reported the financials have not come in yet for December. He will start putting some information in the newsletter so residents will know where the Mutual stands financially.

Mr. Donner reported the insurance was budgeted at 15%. The rate will be higher than anticipated. He and Rick Chakoff are working on some strategies to cover some of the insurance increase.

Mr. Spinrod reported that every quarter he would like to pay back 25% of what is borrowed from the reserves.

Social (Roseanne Wright)

Mr. Spinrod reported the Lovin' Spoonful event is scheduled for February 15th.

New Resident Greeter (Lynda Caputo)

Ms. Caputo reported that there were no new residents. Mr. Spinrod noted there will be some new residents coming up.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Upcoming work on Entry

Repairing and replacing cement – The Board is waiting to hear from Five Star.
Replacing shingles on buildings 2833 and 2857 – The Board discussed and decided that since there was not any dry rot found on the other 2 buildings, they would like to get out of the contract for this portion of the work.

Painting the rest of the two-story buildings – The buildings will be painted.

Possible pipe issue in our grass area in front of 2857 – It was a clogged drain and has been resolved.

- B. Possibility of a one-time assessment of \$460 to pay back loan-the Board discussed imposing a special assessment as it would replenish the reserves for money that is borrowed to pay the insurance premium. Ms. Caputo sent an email to 16 residents and 13 of them thought the Board should do it. The Board asked those attending to raise their hands if they agreed and, except for one person, all agreed.

Mr. Reece moved to approve a special assessment in the amount of \$460 to replenish the reserves. It can be paid in one lump sum or 10 monthly payments of \$46.00. Ms. Caputo seconded and the motion carried without dissent.

- C. Discuss coupons in Rossmoor to get an idea where we will be next year to pay our bills and save for reserves. Mr. Spinrod reported that the average coupon is \$914.31 and the lowest is \$655. That is for single family homes. Mutual Thirty is at the lower end.

- D. Discuss current insurance situation – Discussed earlier in the agenda.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:50 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Thirty