

MINUTES

WALNUT CREEK MUTUAL NO. THIRTY
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, July 12, 2023, AT 9:30 A.M.
BOARD ROOM - GATEWAY

President Evan Spinrod called to order the regular meeting of the Board of Directors of Mutual Thirty on Wednesday, July 12, 2023, at 9:30 a.m. in the Board Room at Gateway.

ROLL CALL: PRESENT: President Evan Spinrod
 Treasurer Roz Reiter
 Secretary Victoria Rice
 Director Sarah Odegaard

EXCUSED: Vice President - Cheryl Hines

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.

APPROVAL OF MINUTES

“President Spinrod asked for any corrections to the minutes of the regular meeting of April 12, 2023. Hearing none, he made a motion to approve the minutes as written and Treasurer Reiter second, and the motion carried without dissent.” 4-0

MEMBERS’ FORUM

A Members’ Forum was held.

MOD REPORTS

Jeroen Wright, Paul Donner’s replacement as Director of Mutual Operations, introduced himself to the Board and the Members in attendance. Jeroen spoke about Firewise, a 3-year program that he is working on with CalFire to certify Rossmoor in fire prevention to help ensure that Rossmoor will continue to be insurable. Jeroen informed the Members that he is looking for volunteers. There are many things they can do to help; walk the property and use their eyes to find possible fire hazards to report, such as dead trees, areas with tall dry weeds close to power lines, trees with a lot of deadwoods and/or limbs hanging low to the ground, etc.

- A. Building Maintenance Report – Rick West, Sr. Bldg. Maintenance Manager
- Flat Roofs – The Board reviewed two (2) proposals to replace the flat roofs on 2825, 2833, and 2881 Ptarmigan Drive for 2023.

“President Spinrod made a motion to approve Black Diamond Roofing’s proposal to install a DuraLast roofing on 2825, 2833, and 2881 Ptarmigan Drive for an amount not to exceed \$51,600, except cost for the city permits. Treasurer Reiter seconded the motion, and it carried without dissent.” 4-0

- Trash Enclosures Repair and Replacement Five Star – Five Star has completed the repair and replace trash enclosure project on six (6) enclosures for \$39,606.83.

B. Landscaping Department– John Tawaststjerna, Landscape Manager

Since last meeting, the following WOs have been completed:

WO	Date	Price	Contractor	Description
667538	3/20/2023	\$ 9,001.09	MOD	Spring MOD days
671674	6/16/2023	\$ 2,880.00	Terra	2801 Ptarmigan lawn removal
671675	6/16/2023	\$ 6,385.00	Terra	2809 Ptarmigan lawn removal

- Lawn removal at 2825 was pushed back for next year.
- The residents do want the Blue Spruce at #2921 removed. We are asking Walnut Creek to reconsider for approval to remove the pine.
- Vicki Rice already purchased a shed and it was installed. Tomorrow my crew will flatten the surface underneath at no additional cost to the mutual.

John reminded the Board that residents interested in choosing a replacement plant should send their request to plantreplacement@rossmoor.com before September 1st.

- Landscape on Hillside Behind Santa Clara Manor - The landscape work around the Santa Clara Manors was presented to the Board for approval during the Coordinators' Reports. It was proposed by Vicki Rice after the Landscape Chair change. The proposal was for 3 draught tolerant beds to replace grass along the street front of Santa Clara's # 2925, 2941, 2945. This included grass removals, Moss Rock Borders, Bubbler irrigation & plants.

“President Spinrod made a motion to approve a bid from Terra Landscaping for an area behind Santa Clara Manor to install three (3) drought tolerant beds to replace grass along the street front of Santa Clara’s # 2925, 2941, and 2945. This included grass removals, Moss Rock Borders, Bubbler irrigation, and plants for \$7,645. Treasurer Reiter seconded, and the motion carried without dissent.” 4-0

COORDINATORS' REPORTS

Building (Evan Spinrod) - President Spinrod will cover some matters under new business.

Landscape (Victoria Rice/John Tawaststjerna)

- Landscape Chair Linda Caputo resigned from the Landscape Committee because she took a board position for GRF. Secretary Victoria Rice volunteered to step in as Chair.

“President Spinrod made a motion to accept Landscaper Chair Lynda Caputo’s resignation from the Landscape Committee and accept Victoria Rice as the new Landscape Chair for the Mutual. Treasurer Reiter seconded, and the motion carried without dissent.” 4-0

Financial (Roz Reiter)

Treasurer Reiter reported that as of May 31, 2023, the Operating Fund Cash Balance was \$168,529 and the Reserve Fund Cash Balance was \$561,094.

“Treasurer Reiter moved to certify that the Board is following Civil Code #5500 regarding the financials for March, April, and May 2023. President Spinrod seconded, and the motion carried without dissent.” 4-0

Social (TBD)

Friday activity ideas: a Labor Day BBQ, a Hot Dog Day, and a piano concert for 1-hour between 5:00 p.m.- 6:00 p.m. Volunteers needed.

New Resident Greeter (Cheryl Hines)

There were three new residents at the following locations:

- 2865 #3 Ptarmigan Dr.
- 2857 #3 Ptarmigan Dr.
- 2937 #1 Ptarmigan Dr.

BOARD DIRECTOR REPORTS

No reports.

UNFINISHED BUSINESS

- A. Woodpeckers – Requested Mr. West obtain proposals for various methods to rid the Mutual of woodpeckers.
- B. Removing Shingles and Adding Stucco - Mr. West to obtain an estimate for smart panels and flashing.
- C. Tree Inspections

NEW BUSINESS

- A. Appoint New Board Member Richard Engle

“President Spinrod made a motion to appoint Richard Engle to the Board of Directors. Secretary Rice seconded the motion, and it carried without dissent.” 4-0

- B. Appoint Rossmoor’s Chief Financial Officer Thomas Hand as Assistant Treasurer to the Board of Directors

“President Spinrod made a motion to appoint Rossmoor’s Chief Financial Officer Thomas Hand as Assistant Treasurer to the Board of Directors. Reiter seconded the motion, and it carried without dissent.” 4-0

- C. Appoint Linda Schoeffner, GRF Board Coordinator to the Board of Directors as Assistant Secretary.

“President Spinrod made a motion to appoint Linda Schoeffner as Assistant Secretary to the Board of Directors. Secretary Rice seconded the motion, and it carried without dissent.” 4-0

D. Insurance – President Spinrod

President Spinrod spoke about the rising cost of insurance in California due to disasters in our state, most recently fires. State Farm and Farmers Insurance are leaving or have already left California. AAA Insurance is still insuring property here and the rates are good. Costs are not going down anytime soon, in fact cost is the least of our worries, obtaining property insurance is currently the main concern at Rossmoor.

Insurance will be a big part of the 2024 budget, the cost will be significant. The current governing documents requires 100% replacement costs on insurance, which is going to be difficult to reach. We may need to consider amending the insurance section in our governing documents to lower the requirement to help reduce costs in the future.

Jeroen Wright, Director of Mutual Operations, and Landscape Manager John T. are forming a program called Firewise to help reduce the risk of fires in Rossmoor. This is a grassroots community-based wildfire preparedness program overseen and administered by the National Fire Protection Association (NFPA). The primary goals are to educate Residents on how to prepare for wildfires and reduce wildfire risks, enhance the ability for Rossmoor to receive fire insurance, and to complete the 5 basic steps to become a Firewise USA Site. This is a volunteer program.

E. V-ditch is cracked and must be repaired.

Next Meeting: The next meeting is the Fifty First Annual Membership Meeting on September 20, 2023, starting at 9:30 a.m. in the Fairway Room A & B/Creekside followed by an Organizational Meeting to appoint Officers, Committee Members, and approve Minutes.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:49 a.m.

Linda Schoeffner

Linda Schoeffner, Assistant Secretary
Walnut Creek Mutual #30