

MINUTES
WALNUT CREEK MUTUAL NO. THIRTY
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 30, 2019 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, October 30, 2019 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
 Secretary Patricia Fail

EXCUSED: Director Al Fantegrossi

MOD staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager and Anne Paone, Administrative Secretary.

President Spinrod welcomed seven residents in attendance.

APPROVAL OF MINUTES

Mr. Spinrod asked for any corrections to the minutes of the July 10, 2019 regular meeting of the Board of Directors, the August 6, 2019 Budget Meeting and the September 11, 2019 Special meeting for Tabulation of Director Ballots. Hearing none, he declared them approved as written and reviewed.

PRESIDENT'S MESSAGE

Mr. Spinrod explained some of the budget increases. Money was borrowed for the insurance premium last year and the rates are much higher now.

RESIDENTS' FORUM

Resident was concerned that branches had fallen and wanted to know if the tree will be removed.

Mr. Spinrod reported that if the tree is healthy, it will not be removed.

Mr. Donner reported the tree belongs to Mut 28. Mr. Spinrod said he will look at it after the meeting.

Mr. Donner reported that the tree would be trimmed within the City guidelines.

Resident mentioned seeing woodpeckers. He was advised to call the MOD work order desk.

Mr. Donner commented that Rossmoor is considered an urban forest with its variety of trees and landscaping.

MOD REPORT

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

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. Starting in January 2020 - A new Gutter cleaning company was hired by the mutual. Contractor: PGS Professional Gutter Services - The new 3 year contract will hold pricing flat. This includes cleaning of all building and carport gutters and downspouts.
Total cost \$3,770.00 Annually.
2. Proposed work 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 Bathtub Faucet leak. Leaking from unit 3 into unit 4.
(Work is still in Progress).

Mr. West reported the work order items that are open are because MOD is waiting to be billed.

Mr. West is to give the Board an estimate for gutter guards for 2913 #2.

BOARD MEMBER'S REPORTS

No reports.

COORDINATORS' REPORTS

Building (Evan Spinrod)

No report.

Landscape (Linda Herron and Rebecca Pollon)

Ms. Herron read her report as follows:

Entry Maintenance – Daniel has been very busy cleaning the entry after the high winds. He has also found time to fertilize shrubs, spray for weeds, continue trimming shrubs and remove a very large shrub to make way for a new heat pump at 2801. Daniel is a very hard worker and dedicated to keeping our entry beautiful as well as safe.

Trees – Waraner Bros. Tree Service has trimmed back and elevated oaks around 2877 and a sycamore behind 2885 for Fire Abatement. The anticipated work on the oaks behind 3857 did not happen due to a change in plans by TWCM project 31 in entry 16 below us. The director of that project has given us permission to trim their trees for our protection, but at our expense.

Waraner's also removed the pear tree behind the carport at 2885-1 as well as the tulip tree next to 2921-2,

A tree walk will take place with Ed Waraner in January to obtain an estimate for next spring's work. All trees near buildings, on the slope and throughout the mutual will be evaluated.

Varmints – The raccoons have started their annual hunt for grubs in our lawns behind the two-stories. MOD's John has been asked to do what he can to prevent further damage.

Drainage – Central Sanitation District trucks have been in our entry recently. They do an annual inspection of the large drains that carry runoff down the hill from our Entry.

PG&E – PG&E is planning to replace all of the wooden poles on a line above us. You will see red markings on the asphalt in several places. These are made by an underground service company to inform PG&E workers of underground utilities. They use a semi-permanent paint that is very difficult to eradicate.

Financial (Ron Reece)

Mr. Reece reported the September operating fund is \$26,761. The reserve fund is \$336,622. The total of both funds is \$363,383. Mr. Reece reported the YTD operating fund is \$366,752. The YTD reserve fund is \$96,472.

Ms. Caputo moved to certify compliance with civil code #5500. Ms. Fail seconded and the motion carried without dissent.

Social (Roseanne Wright)

Ms. Wright reported that last year the Mutual subsidized the cost for the Holiday Luncheon. This year people will be charged the actual cost.

New Resident Greeter (Lynda Caputo)

Ms. Caputo reported that there were no new residents.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. 2020 Proposed Budget:

Mr. Herron reported that there will be an increase of \$69.00 for a total monthly coupon per manor of \$744.00.

The insurance is up \$20.04. Working capital is up \$27.41. This will help with the insurance cost. Working capital also helps with expenses that are over budget.

Working capital should be at \$25,000 at the end of the year.

The GRF increase is \$12.68.

Every year the Board meets with Paul Donner and goes through the budget line-by-line. There are very few items that can be changed.

Mr. Herron reported that the Board needs a bid for electrical lights. Mr. West will take care of it. This is for 24 LED Pagoda lights.

Mr. Spinrod moved to adopt the 2020 budget as presented with an increase of \$69.00 and a monthly per manor amount of \$744.00. Ms. Caputo seconded and the motion carried without dissent.

B. Smoke Detectors:

The Board received advice from the attorney that they should be the responsibility of the residents and the Mutual should not be involved at all.

Mr. Donner reported that every Mutual in Rossmoor has decided to maintain smoke detectors. Mr. West reported that all of his independents, except Mut 48 and Mut 30 have 10-year detectors. Mr. Spinrod asked to get an estimate to get the 10-year smoke detectors for all of the buildings. Mr. Donner suggested they revisit their policy and then decide what to do. Mr. Herron stated that the batteries are not changed for 2 years.

Mr. Spinrod suggested that once they have a cost, perhaps the residents can pay individually.

Mr. West will get the estimate for purchasing and installing for the Board. The Board can consider sending a letter to the residents that the 10-year detector is now code.

Mr. Spinrod announced the Board will hold a Town Hall meeting 2 weeks prior to the Board meeting.

He asked Anne Paone to schedule a room for another Town Hall meeting on Friday, December 13th at 1:00 p.m.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:45 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Thirty