

MINUTES
WALNUT CREEK MUTUAL NO. THIRTY
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JULY 13, 2016 AT 9:30 A.M.
BOARD ROOM – GATEWAY COMPLEX
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CALIFORNIA

President John Herron called to order the regular meeting of the Board of Directors of Mutual Thirty on Wednesday, July 13, 2016 at 9:30 a.m. in the Board Room, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	President	John Herron
	Vice President	Carl Pischke
	Treasurer	Harriet-Lee Keller
	Secretary	Lynda Caputo
	Director	Janet Thoele

EXCUSED:

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

President Herron welcomed three residents in attendance.

APPROVAL OF MINUTES

Mr. Herron asked for any corrections to the minutes of the April 13, 2016 regular meeting of the Board of Directors. Hearing none, he declared them approved as written and reviewed.

PRESIDENT'S MESSAGE

Mr. Herron reported that there are renters in 2913 Ptarmigan until the end of September. There are two new residents.

RESIDENTS' FORUM

A resident asked if there could be new signage placed at the trash and recycling areas that would explain what to place in which bin. Ms. Thoele will follow-up on this and call Mary Ann Gannon-McCooey.

MOD REPORT

Mr. Donner reminded the Board that the EBMUD surcharge of 25% stopped as of July 1. However, there is an EBMUD increase of 7% as of July 1. Mr. Donner received an email from EBMUD stating that their reservoirs are at normal capacity now. They can survive another year of a drought.

Mr. West reported that 2801 Ptarmigan #1 had a sink that leaked into unit #2. Their insurance is covering the damage to unit #2.

BOARD MEMBERS' REPORTS

None

COORDINATORS' REPORTS

Building (Carl Pischke)

Mr. Pischke reported that the rehab (dry rot) is ongoing. A crew was supposed to come out to finish it. Mr. West reported that they will be out today.

Two carport storage doors were damaged. The doors need to be replaced and the framing repaired. They were hit by a vehicle pulling into the carport.

A tenant drove over a light fixture that was in the ground. Mr. Pischke replaced the fixture and moved the location.

There was a rain drain problem. A line was placed underground to empty out into the culvert.

Mr. Pischke replaced some smoke detector batteries. He also replaced a fire extinguisher cover that had been knocked off.

Mr. Herron was concerned because crews will start work and then leave the job. It takes a long time for them to return.

Mr. West reported that MOD was overwhelmed this summer.

Mr. Donner said this should not happen and he will give it his attention.

Mr. Herron asked Ms. Pollon if the drought affected the trees. She replied that it did and some trees will drop their limbs. Some pine trees have an infestation of beetles and the trees are dying. She reported that it can be quite costly to remove a tree and the Mutual should consider this when doing their new budget for 2017.

Emergency Preparedness (John Herron)

No report

Landscape (Linda Herron) – Ms. Herron reported that the landscape continues to be healthy and show well. All major work including tree trimming and lawn reseeding has been completed.

The rehab crew improved many areas in the entry this year. They replaced huge junipers behind 2881-2 with viburnum, azaleas and a rock wall and added shrubs to the park.

Oak trees were planted on the slope behind 2941 and 2945 as future replacements for the aging Monterey Pines. The oaks keep their leaves in winter and will not require much pruning. A new shrub called "mini cog" was added to the park.

The major improvement is the rock wall along the walkway below Ptarmigan.

Raul has been busy. He has replaced many aging shrubs and spread bark for mulch. He also worked with the Building Coordinator, Carl Pishke, to excavate areas for the installation of drainage behind 2893-2 and relocate a garden light in front of 2913-1.

We are in the middle of mosquito season and we are asking residents to be vigilant in eliminating standing water.

Raul has removed coyote brush and whipped down the grass in areas around our entry.

Rebecca Pollon is coordinating work by Terra landscape to do the same of Golden Rain property above our entry. The transition from Rich Perona to Rebecca has been seamless. She is very responsive to our needs and we are fortunate to have her working here.

Financial (Harriet-Lee Keller)

Mr. Donner reported that the balance in the operating fund is \$51,114. The balance in the reserve fund is \$322,198. The Mutual is \$3,708 over budget, but this is almost all building maintenance items such as gutter cleaning. Fire Safety is the amount charged by the Contra Costa County Fire Inspector to inspect fire extinguishers. The Mutual is on budget for water usage.

Mr. Donner reported that MOD ended 2015 with a surplus of about \$200,000. As a not-for-profit, that money is returned to the Mutuals on a per unit basis. The Mutual was refunded \$2,383.

Mr. West reported that the Mutual received \$5,828.46 from a settlement on the Dura-Last roofing at 2909 Ptarmigan.

State Roofing still owes the Mutual \$141.25 for damage from 2013.

Social (Roseanne Wright) – Mr. Herron reported that Ms. Wright advised him the last outing was very well received. The hot dog party will be postponed to September. A flyer will be distributed with information. The Holiday lunch will be in December.

New Resident Greeter (Lynda Caputo) – Ms. Caputo reported there are no new residents since the last quarter's meeting.

UNFINISHED BUSINESS

Mr. Herron reported Sorenson Roofing has completed 2 roofs (#2945 and #2937). Mr. Herron asked the attorney about the Mutual installing the new smoke detectors with the 10-year batteries. He was told that if the Mutual installs them, the Mutual will assume the liability for them. A Board member reported that he had work done in his unit and the city inspector did not require him to switch to the 10-year smoke detectors.

Mr. Donner stated that MOD would need a Mutual policy to inspect smoke detectors and to require the resident to change a smoke detector out to the new 10-year type.

NEW BUSINESS

Mr. Herron reported that Fran Degaetano has agreed to be the Inspector of Elections. An article will be placed in the Rossmoor News regarding the election for Board members.

The Board is reviewing their policies due to new laws that have been enacted.

Davis-Stirling will now allow residents to use a drying rack on exclusive-use areas. It must be out-of-sight.

Per Davis-Stirling, if an owner wants to install an electric vehicle charging station, the owner must agree to use a licensed contractor. The owner must also have one million dollars in insurance and name the Mutual as additional insured.

If an owner is considering installing solar panels, they owner must have an affirmative vote of 67% of the membership granting exclusive use of the common area. The costs associated with voting would be at the owner's expense. The owner would need to submit an alteration request and have an insurance policy listing the Mutual as additional insured.

Mr. Donner reported that Rossmoor is looking into solar for GRF properties, clubhouses, etc.

Mr. Herron reported that he and Mr. Pischke have been looking at the Helsing report. The asphalt needs to be replaced. The Helsing report says it can wait for 3 more years. The Board would like to do everything at once instead of in phases for 3 years. This would drop the reserves down to about \$100,000-\$200,000. The Board would then want to increase the reserve contributions, perhaps \$10 per month.

Mr. West reported that the asphalt was last done in 1998. The Board would like an estimate for the project.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:55 a.m.

/s/ _____
Lynda Caputo, Secretary
Walnut Creek Mutual No. Thirty