

REGULAR MEETING
BOARD OF DIRECTORS
COUNCIL OF UNIT OWNERS OF MUTUAL 14
TUESDAY, OCTOBER 16, 2018

Resolution #99 - 107

Pursuant to notice previously given, a regular meeting of the Board of Directors of the Council of Unit Owners of Mutual 14 – Condominium of Rossmoor, Inc. was held in the Sullivan Room on Tuesday, October 16, 2018 at 9:30 a.m.

Directors Present: John Radcliffe, President; Leona O’Reilly, Vice President; Barbara Palmer, Treasurer; Laura Wiltz, Secretary; Roger Blacklow, Director; Rick Kaiser, Director; Beth Leanza, Director.

Management: Kelly Barton, Mutual Assistant; Kevin Flannery, General Manager.

Visitors: Mary Lamb, Jim O’Neil, James Moores, Cathy Madden, K. Viney, Harold Crisp, Carol Emil, Richard Brambach, Linda O’Neil, Sharon Moores, Ronny Cabrera.

1. Call to Order – Mr. Radcliffe called the meeting to order at 9:30 a.m.
2. Welcome Visitors – Mr. Radcliffe welcomed all the visitors in attendance.
3. General Manager’s Report – Mr. Flannery presented the general manager’s report for the month of October 2018.
4. Adoption of the Agenda – The agenda was approved with modifications
5. Approval of August 21, 2018 Regular Meeting Minutes – The minutes were approved as presented.
6. President’s Comments – Mr. Radcliffe
7. Reports – Officers/Committee Chairs
 - A. Secretary’s Report – Laura Wiltz –
 - (1) Unit Status Report – The report was presented and made available to the board. The report was presented and made available to the board. Looking at the rental unit trend we are up by two. In a six-month period, we have had a an increase in rentals from 16% to 19%.

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B. Treasurer's Report – Barbara Palmer –Invoices –

Invoices Under \$1000

- | | |
|----------|--|
| \$90.17 | 1. ORKIN #174406598 Date: 9/17/18 – B12: Traps |
| \$309.30 | 2. LWMC #140490 Date: 9/17/18 – Picked up and returned key to MGate. Stand pipe running clear; found watts valve leaking – replaced valve at 15111 Glade Dr. #12-1E (Garcia, Jose A. & Melba J.) |
| \$198.00 | 3. LWMC #140512 Date: 9/17/18 – Bldg. 10 – 17 Tested Emergency lights are working |
| \$45.00 | 4. LWMC #140465 Date: 9/17/15 – Cleared gutter and downspouts to prevent back up at 15119 Vantage Hill Ct. (Grimes, Diane) |
| \$45.00 | 5. LWMC #141053 Date: 9/26/18 – Reset the elevator on the second floor at 15101 Glade Dr. #10-2D (David, Bernice) |
| \$390.00 | 6. McFall & Berry #IN201007 Date: 9/17/18 – Tree Maint. Per Attached at 15121 Glade Drive Bldg. 13 |
| \$80.00 | 7. Pet Waste Eliminator #42693715 Date: 10/02/18 – Pet Waste Eliminator Bags |
| \$414.00 | 8. REES BROOME, PC #1077260 – For Professional Services Rendered through September 30, 2018. |
| \$45.00 | 9. LWMC #141669 Date: 10/3/18 – Cleaned dryer vent housing on the catwalk at 15121 Glade Dr. #13-2G (Rabinow, Jacqueline) |
| \$45.00 | 10. LWMC #141668 Date: 10/3/18 – Cleaned dryer vent housing on the catwalk at 15101 Glade Dr. #10-2G (Fitzpartick, Jessie) |
| \$334.52 | 11. LWMC #141921 Date: 10/5/18 – Cleared around all transformer cages and sprayed weed control around them in Mutual #14. |
| \$397.28 | 12. LWMC #139707 Date: 9/5/18 – Repaired drywall in the laundry room behind the washer and dryer. This includes the patching, coating, painting, and then installation of an access panel at 15111 Glade Dt. #12-3E (Lai, Sau King) |
| \$78.00 | 13. Shulman, Rogers, Gandal, Porby #98719895 – For Legal services rendered through 7/31/18 to review emails re: change to scheduling order – prepare replay re- same. |
| \$233.53 | 14. LWMC Postage Invoice Date: 9/20/18 - Budget Letter for Mutual 14. |
| \$683.00 | 15. RESIDENT REQUESTING REIMBURSEMENT– Two plumbing bills the resident paid for when the drain line outside of the building for the three units, 1C, 2C, and 3C, air-conditioning units backed up and flooded into her air-conditioning and storage room and onto patio at 15121 Glade Dr. #1C |

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\$123.75 16. LWMC #140785 Date 9/20/2018 – Cleared kitchen drain with 30ft. of cable. Pulled back some grease at 15100 Glade Drive Unit 11-1A. Make payment upon transfer to M-type.

\$45.00 17. LWMC #139801 Date 9/7/2018- Cleared the Kitchen Drain with a plunger at 15100 Glade Drive Unit 11-1A. Make payment upon transfer to M-Type.

Total = \$3,556.52

A motion was made, seconded and passed unanimously:

To approve the payment of the invoices listed above in the amount of \$3,556.52.

Resolution #99, 10/16/2018

To approve the payment of the following invoices over \$1,000.00:

\$8,850.00 1. H&H Concrete Construction, INC #2018173 Date: 9/19/18 – Mutual 14 asphalt/concrete repairs 2018, repair two basins, vantage hill drive: 15145 Repair catch basin, 15129 remove and replace 30 Linear ft concrete curb, 15123 remove and replace 20 l linear ft concrete curb and repair large cracks in asphalt \$28.00 per linear ft estimated 80 ft.

A motion was made, seconded and passed unanimously:

To approve payment of the H&H Concrete Construction, Inc IN#2018173 in the amount of \$8,850.

Resolution #100, 10/16/2018

C. Property Maintenance Committee –

(1) PMC Minutes –

- a. Trash room and Storage room Doors -Ronny Cabrera provided a quote that was a little over \$37,000. This covers the 24 store room doors and 16 trash room doors. It's been requested that because the quote is over \$10,000 then we are required to get additional quotes. Therefore, this project is on hold for the time being.

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- b. Second Floor Store Rooms – We noticed that a lot of our second-floor store rooms have owners’ trash in them. We would like to get these store rooms cleaned out. Linda O’Neil is going to find someone that can come and clean these rooms up. We will need to post a flier in the buildings and send out a robo call informing residents that these rooms will be cleaned out. Schindler has storage items in these units as well and has been informed they will be cleaned out.

- c. Water leak at building 15 – The water has been leaking for a little over two months. The PMC has decided to postpone the paving until next spring.

- d. Balcony Repairs – We received a quote from the contractor for \$15,035 per balcony. We have four balconies that need repairing and to do so we need to have the enclosures removed. The engineer said that these enclosures will most likely not be suitable to be reinstalled due to age and the type of material. The owners need to be made aware that the mutual will not be covering the cost to have the enclosures reinstalled. We also need to develop a standard for new enclosures if the owners choose to put one up. We will need to make a waive that states that if the engineer determines the enclosure must come off and the owner does not want the enclosure removed then it will be their responsibility if any damage is to occur due to their enclosure because they won’t let us fix it. According to Avon Construction this project will take months to do because we must get a building permit for each individual unit which will also run the price up more.

A motion was made, seconded and passed unanimously:

To authorize up to \$2000 to hire an attorney to stipulate the requirements needed to remove these balconies.

Resolution #101, 10/16/2018

A motion was made, seconded and passed unanimously:

To approve imposing a moratorium on AMBs for building a new balcony enclosure until we have the structural design thoroughly investigated.

Resolution #102, 10/16/2018

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- e. Pressure washing the houses -The PMC recommends we start pressure washing the houses this fall. The proposal from PPD is on page 43 of the packet.

A motion was made, seconded and passed unanimously:

To Approve the LWMC Proposal to power/pressure wash the siding of the houses in Mutual 14.

Resolution #103, 10/16/18

- f. Mirrors – The PMC suggests that upon request by owners we put mirrors on the spots next to the walls in the carports in building 14,15,16, and 17 where there are blind spots.
- g. Patio Drainage issue – There is a drainage issue at 2 Vantage hill Rd. The patio has sunk collecting water, mold and moss on the patio. The best way to fix the issue is to put a drain in and attach it to the nearest downspout drain.

A motion was made, seconded and passed unanimously:

To approve the expenditure of up to \$2000 to stop the patio from sinking and the washing out of the foundation at 2 Vantage Hill Ct. Unit 2A.

Resolution #104, 10/16/2018

- h. Painting of striping in front of doors- The painting of the striping in front of each of the doors is taking place today. This will help to show contractors where they can and cannot park.
- i. Carport Beams – The board approved the painting of the carport beams in the four remaining buildings at the last meeting. The work is being finished up today.

A motion was made, seconded and passed unanimously:

To approve the payment upon inspection of the Avery Plus, LLC Proposal #84Mutual14 to scrape and paint carports 10,11,16, and 17.

Resolution #105, 10/16/2018

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D. Building Rep. Committee – Laura Wiltz – Ms. Wiltz provided a typed report and highlighted on a few important issues during the meeting regarding the first-floor carpets, the difficulty getting a hold of the mutual assistant, the car parking issue, and the problems with damage from people moving in and out. Elinor Walker, back up building rep for building 11, is stepping down. Mr. Radcliffe has a suggestion for her replacement and will discuss it with Ms. Wiltz privately. As far as parking issue Mr. Radcliffe stated you can't restrict the number of cars a resident has and unfortunately, we just don't have enough spillover parking, so our options are limited.

E. Landscape Committee – Sharron Moores – Sharron is not Happy with McFall and Berrys work. She has arranged for a meeting with Mike Ingles who is the operational president of McFall and Berry to find out what is going on.

F. Social Committee – Sharron Moores – The Committee took in \$500 at the picnic, spent \$296.73 and has a remaining balance of \$648.22 in the checkbook. The next function is the Tacky Halloween Party.

8. Unfinished Business –

A. Lamb Property – We have reached a compromise and will hopefully have everything resolved in the next thirty days. Mutual 14 is suffering some repercussions due to this issue. Lenders are not willing to do any loans for Mutual 14 at this point because of pending litigation therefore we have lost a few sales.

B. Balcony Update- Discussed during the PMC minutes.

C. Mutual 14 Name Change – We will be doing a weighted vote by owners only on the name change.

D. Justdoors \$ Hardware LLC Proposal – The board discussed this topic during the PMC minutes. We have decided to put this on hold till we are able to get another proposal.

9. New Business –

A. See something, say something Reporting Form – It is suggested that this form be given to the Mutual assistant who can then give them to a board member. This does seem to be a good tool to use but we need to come up with a system. We will discuss this further at the PMC meeting.

B. Rental Policy- Mr. Radcliffe is not prepared to make any decisions about this topic at this time.

C. Plants in Lobby – There is a request to put plants in the lobbies to spruce up the lobbies.

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A motion was made, seconded and passed unanimously:

To authorize the Architectural Committee to spend up to \$600 to put fake plants in the lobbies of the buildings.

Resolution #106, 10/16/2018

D. 2019 Budget – Mr. Richard has been asked to explain the budget and take any questions from board members regarding the budget. Richard has agreed to hold an informational meeting for people to come and discuss the budget.

E. Veterans Contribution –

A motion was made, seconded and passed: Yes votes – 5; No votes -2

To approve a \$100 contribution to the Veterans annual luncheon on November 11, 2018.

Resolution #107, 10/16/2018

9. LWCC Advisory Committees –

A. Education & Recreation – Beth Leanza – There will be a new club called New Yorkers and Friends which will help children recognize seniors. The other news is the Volleyball group will be allowed to continue playing in the pool from 3-4 and will stop if anyone would like to get in or out of the pool during game time.

B. Restaurant – James Moores – There were complaints regarding the way Ed and Bobby dress during working hours at the restaurant.

C. Emergency Preparedness – No report at this time.

D. Security & Transportation – No report at this time.

10. Open Forum –

-Mrs. Moores suggested that the patio at 2 Vantage Hill road be investigated for footings under the patio.

11. Next Meeting – Tuesday, November 20, 2018 at 9:30 a.m. in the Sullivan Room.

12. Adjournment – The meeting was adjourned at 11:30 p.m.

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Laura Wiltz, Secretary