

FIFTH WALNUT CREEK MUTUAL

**MINUTES**

REGULAR MEETING MARCH 18, 2010 AT 2:00 P.M.  
BOARD ROOM – GATEWAY COMPLEX

OPENING

President Rowe opened the meeting at 2:00 p.m. Directors Cruson, Dietschy, Friederichs, Matthews, Sandelmann, and Swinden were also present. Attendance

There were also seven residents present.

Staff was represented by Mr. Donner, Director of Mutual Operations; Ms. Haskett, Assistant Controller; Mr. Friesen, Building Maintenance Manager; Mr. Ormond, Landscape Supervisor; Mr. Bell, Public Safety Coordinator; and Ms. Paradise, Administrative Secretary.

APPROVAL OF THE MINUTES

Mr. Rowe asked for any additions or corrections to the minutes of the regular board meeting of February 18, 2010. Hearing none, he declared the minutes approved as written and reviewed. Minutes Approved

MEMBERS' FORUM

Duncan Carter, 1255 AS #1A, remarked that Mr. Helsing is willing to change particulars in the reserve study. The Board and staff must provide their requested changes. Formulating a list of changes in the reserve study requires knowledge of the component's maintenance history, the need for spreading work over time, and the nature of the work to be done. Members' Forum

Earle Cunha, 1277 AS #1B, thanked the Board and staff for installation of the blind curve signs and bots dots. It has been very helpful.

Richard Perry, 3874 TG #4C, wrote a letter to the Board regarding a redwood tree removed several years ago. The metal railing surrounding the tree was also removed and was then replaced but never repainted. Mr. Perry reported that the fence is now rusting at the welds. Mr. Friesen agreed to follow up on this matter.

Janice Sturgeon, 1221 Avenida Sevilla #1B, also wrote to the Board regarding handprints on the building from the walkway repair crew. Mr. Friesen stated he would follow up on this issue.

SECRETARY'S REPORT – Ms. Dietschy

No report.

Secretary's Report

TREASURER'S REPORT – Werner Sandelmann

Mr. Sandelmann stated he has no report as the February report was just distributed this date and he has not had time to review it.

Treasurer's  
Report

Ms. Haskett reported that Mr. Chakoff has investigated various investment instruments for Fifth Mutual reserve funds in order to earn better interest than what it is receiving in the current money market investments. Following discussion,

Mr. Sandelmann moved to approve the investment of \$245,000 into an interest-bearing account with ING, an internet investment company which is FDIC insured. Ms. Friederichs seconded and the motion carried unanimously.

Approval to  
Open an ING  
Account for  
Reserves

LANDSCAPE COMMITTEE – Mr. Rowe, Chair

Mr. Ormond reported that the crew has fertilized plants, and performed weed control and debris clean up as needed. Valley Crest is completing the rehabilitation underneath the stairways and the in-house crew is currently working in upper Entry 6 on Terra Granada. There have been many compliments from the residents in the rehabilitated areas.

Landscape  
Committee

Two committee members requested removal of the gorilla hair from the flat areas along the street. Mr. Ormond will follow up to determine what would be appropriate. Mr. Rowe asked that the crew move the cobblestones away from the foundation so that any termite infestation or tunnels would be clearly visible.

BUILDING COMMITTEE – Ms. Friederichs, Chair and Mr. Friesen

Ms. Friederichs commented that any future alterations should prohibit tile decks due to the risk of damage to the deck structure. She also suggested that John Clark, a licensed contractor, should be allowed to bid on future projects and that the MOD crews should continue to perform destructive testing. This would allow more realistic bids from outside contractors.

Building  
Committee

Ms. Friederichs requested a copy of the report of the 30 decks that were identified for the Mutual's deck records. Mr. Friesen reported that the deck work at 3288 TG #2B is nearing completion at a total cost of \$34,500.

Following destructive testing by MOD at 3222 TG #1B, three bids were received for the deck repair. One bid was not complete. Following discussion,

Mr. Cruson moved to accept the proposal from AMAC for repairs to the deck at 3222 TG #1B. There was no second and the motion died.

Ms. Friederichs moved to secure a fourth bid for 3222 TG #1B with a deadline of March 26, 2010 for Board consideration at an emergency meeting to be called as soon as possible after the bid is received. Mr. Matthews seconded and the motion carried without dissent.

Approval to  
Secure An  
Additional Bid  
for 3222 TG  
#1B

The deck at 3316 TG #1B has been opened up and the scope of work will be prepared within the week. A bid walk is scheduled for next week.

Ms. Friederichs reported an odd rain leak between the walls at 3288 TG #4C. It was discovered that the skylight was leaking. Mr. Friesen will follow up on this repair and outline the resident's responsibility since the skylight is an alteration component.

#### EMERGENCY PREPAREDNESS COMMITTEE – Ms. Dietschy (chair)

Ms. Dietschy introduced Dennis Bell, Public Safety Coordinator, who spoke about the GRF emergency response plan as well as assistance available to the Mutuals with their individual response plans.

Emergency  
Preparedness  
Committee

Mr. Bell emphasized the need for residents to keep at least seventy-two hours worth of emergency resources on hand at all times. There are four staging areas within Rossmoor staffed by CERT-certified responders. A very important component of an emergency preparedness plan includes having a specified emergency meeting place for residents within a building or entry.

On Wednesday, March 31 in the Diablo Room at Hillside Clubhouse at 2:00 p.m., a registered nurse who is Red Cross-trained will speak about individual preparedness.

Training session for emergency coordinators is scheduled for Wednesday, April 14 from 1:00 to 2:30 p.m. in the Peacock Room at Gateway complex.

#### ALTERATIONS – Ms. Swinden (chair)

Ms. Swinden reported one alteration has been completed and five are in progress.

Alterations

The Board again discussed the proposed hose bibb policy. Additional revisions are needed, such as requiring flashing on the rain gutters. The Alteration Committee will discuss the additional revisions and present the policy again to the Board for consideration.

The Board also discussed the carport storage policy revision Section 64.1.10 and agreed to the following addition:

*The storage cabinet must follow the Golden Rain design A-580 revised August 26, 1999. The cabinet is to be painted with two (2) coats of outdoor paint to match the attaching wall. The cabinet must have an earthquake brace with brackets or lag bolts to the attaching wall and/or the ceiling.*

Approval of  
Addition to  
Carport Storage  
Policy 64.1.10

The Board agreed to distribute for member comment the proposed carport storage policy revision along with other revisions that are in progress as soon as the other proposed revisions are reviewed by the Board.

AD HOC RESERVE STUDY COMMITTEE – Mr. Matthews (chair)

Mr. Matthews reported the Committee will meet with the Helsing Group on April 1.

Ad Hoc  
Reserve Study  
Committee

NEWSLETTER – Jennifer Langan, Editor

The Board thanked Ms. Langan for a great job publishing the last newsletter.

Newsletter

WELCOMING – Claire Rosenzweig

Ms. Rosenzweig is continuing to contact new residents.

Welcoming

OLD BUSINESS

The CC&Rs review is still underway pending input from the risk manager regarding insurance issues. Discussion regarding the entry signs and message boards was deferred to a future meeting pending further research.

Old Business

NEW BUSINESS

None

New Business

ANNOUNCEMENT

The next regular board meeting is scheduled for Thursday, April 15, 2010 at 2:00 p.m. in the Board Room (Gateway).

Announcement

ADJOURNMENT

The meeting adjourned at 4:01 p.m.

Adjournment

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Ellen Dietschy, Vice President/Secretary  
Fifth Walnut Creek Mutual