

M I N U T E S
THIRD WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, DECEMBER 14, 2015 AT 9:00 A.M.
BOARD ROOM, GATEWAY COMPLEX
1001 GOLDEN RAIN ROAD WALNUT CREEK, CA 94595

President Gery Yearout called the Regular Meeting of the Board of Directors of Third Walnut Creek Mutual to order at 9:00 a.m. on Monday, December 14, 2015.

Ms. Poling took the roll.

PRESENT:

Gery Yearout, President (XI)	Victor McPhun, Director District VI
Judy Bank, Vice President (XV)	Toby Dicker, Director District VIII
John McDonnell, Treasurer (X)	Jack Case, Director District V
Kathy Poling, Secretary (III)	Carol Keating, Director District IX
Jane Norbeck, Director District IV	Jean Faszholz, Director District XII
Walt Braun, Director District XIII	Mike Fleck, Director District XIV

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Rick Chakoff, GRF Chief Financial Officer; and Clayton Clark, TWCM Building Maintenance Manager.

APPROVAL OF MINUTES: Gery Yearout asked for any corrections and/or additions to the following sets of minutes:

Regular Meeting of the Board.....	October 12, 2015
Executive Session of the Board.....	October 12, 2015
Regular Meeting of the Board.....	November 9, 2015

Hearing none, Yearout announced that the minutes to the above listed meetings are approved as presented.

MEMBERS' FORUM:

No presentations were made.

OFFICER AND COMMITTEE REPORTS:

PRESIDENTS' REPORT: Ms. Yearout

Gery Yearout reported on the latest Presidents' Forum:

Membership Transfer Fee: This fee is only charged once for any person or entity that purchased homes within Rossmoor. This has created something that is considered a

loophole for those individuals or corporations who wish to invest in and “flip” homes.

PODS: These are not permitted to be parked on GRF streets. If a POD arrives at the gate, Securitas stops entry and only permits passage if it has been determined that the POD is to be parked in an approved area.

MOD Billable Rate: The MOD Billable Rate will remain at \$70 an hour for the time being.

Water Consumption: All of the Mutuels are watching and being proactive about water conservation with irrigation and domestic use. TWCM Directors now receive copies of the water bills so that they can track the consumption of their respective areas.

Storm Preparation: Paul Donner explained how MOD Staff prepares for storms. First and foremost, Rossmoor has an aggressive practice of tree trimming for wind sail so that the trees can sustain higher-level winds that will occur during El Nino storms. Drains are constantly monitored when a storm occurs and staff is on property 24-hours a day during storms.

The Mutuels have flood insurance for the buildings, but homeowners need to make sure that they have the proper insurance coverage for their personal property. Residents are always strongly encouraged to consult their personal insurer for their personal insurance needs.

Insurance for Solar Panels: The regular insurance policy of the Mutuels does cover replacement of solar panels in the event of an insurable event.

Golf Cart Registration: The Mutual Presidents have requested that GRF get this process implemented. The matter continues to be reviewed and is a work in progress.

HUD Financing: Currently, Rossmoor and other similarly organized senior communities cannot get reverse mortgages or other HUD financing because the Housing and Urban Development Agency has issues with the way Rossmoor’s membership transfer fee is structured. This matter has become a concern to the point that the National Association of Realtors is lobbying to get this decision reversed.

Insurance Rates for 2016: Rick Chakoff reported that Third Mutual had budgeted a five percent increase over 2015, but the rates have come in five percent less than current year. This will help TWCM Projects with their budgets.

Solar in the Mutuels: Mutual 48 is moving forward aggressively with getting solar permitted and implemented in their Mutual. Mutual 48 has only 62 homes.

Emergency Preparedness: All residents need to be personally prepared to shelter in place for up to 72 hrs. and to be mindful of water and waste needs during a potential shelter-in-place time period.

SECRETARY'S REPORT: Ms. Poling

No report was given.

TREASURER'S REPORT: Mr. McDonnell

John McDonnell provided the Board with a report in the Board Packet.

BUILDING MAINTENANCE: Mr. Braun

Walt Braun provided the Board with a report in the Board Packet. He reminded Board Directors that a link on garage doors was provided to them in the report and via email.

If a garage door key is lost, residents should first contact MOD to ascertain if they have a useful replacement key. If they do not, then residents may contact a lock smith.

LANDSCAPING: Mrs. Faszholz

Jean Faszholz thanked Paul Donner for the informative Rossmoor News article entitled "Storm Watch." One can find this in the December 9 edition.

For those with noise concerns, Faszholz reminded the assembled group that it would be prohibitively expensive to rake the leaves instead of blowing them.

Steve Ormond has published the schedule of MOD landscape work days. Faszholz encouraged Directors to plan projects for these days.

Gery Yearout reported that Paul Donner set up a meeting between her, Paul, Steve Ormond, Jean Faszholz and Terra Landscape to discuss the current contract since there is less mowing to be done as a result of lawn conversions taking place. Terra will work with Steve Ormond and change the scope of work for each entry based on the need. More discreet supervision of the crews will be implemented and more daily instruction will be given based on the day's tasks ahead.

Yearout considered the meeting to be positive and productive.

The contract does not include carport cleaning/blowing. This can be added as a billable service. All cars will have to be moved in order for this work to take place.

The next Mutual-wide landscape meeting will take place in the Spring.

GOVERNING DOCUMENTS: Ms. Bank

Judy Bank reported that Governing Documents Committee meetings will now take place the fourth Tuesday afternoon of the month. This will allow for time to work on

projects and have them ready for the following board meeting in a timely manner.

More items will be discussed under New Business.

ALTERATIONS: Mr. Case

Jack Case reported that it takes about two weeks for alteration applications to get approval.

AUDIT: Mr. Braun

No report was given.

COMMUNICATIONS: Ms. Poling

Kathy Poling provided the Board with her report.

Poling polled the Directors to ascertain how many send out a newsletter to their constituents. Eight of the 12 Directors responded. She encouraged everyone to engage in some sort of communication with their constituents.

Poling reported that the Member Services department does capture as many email addresses as they are able to obtain when new residents move into Rossmoor. Directors who have captured email addresses may want to pass on the information that they have to Member Services for their records.

Gery Yearout commended Kathy Poling for all of the thorough articles that she has been publishing in the Rossmoor News.

EMERGENCY PREPAREDNESS: Ms. Norbeck

Jane Norbeck reported that the latest Emergency Preparedness Seminar, held last week, was very-well organized and offered excellent information. Gery Yearout was the keynote speaker and Norbeck said that Yearout's creativity and engaging speaking style made for an excellent presentation.

OLD BUSINESS

CC&R Update: It is the consensus of the Board that the CC&Rs should be updated in a way that all projects have similar documents. A sub-committee of the Governing Documents Committee will be formed to help achieve this goal.

Encroachment Update: Existing encroachments fall into two main groups, ones that are considered minor, like private gardens; and ones that are considered major, such as building additions/alterations.

Gery Yearout, Judy Bank, and Toby Dicker volunteered to form an Ad Hoc Encroachment Committee to deal with these issues.

Owner Billable Collection Process: John McDonnell explained the different paths of Third Mutual's Owner Billable Collection Process to Board Directors. He is working with the Assistant Controller, attorney, and Project Directors to resolve these receivables. A binder of the history of each of these files will be put together and kept at the Mutuals' Board Office.

There is about \$25,000 in coupon receivables and \$92,000 in owner-billable receivables. The latter figure is down from \$105,000 in November.

NEW BUSINESS

Motions to lien: There were no motions to lien.

Policy 61, Indemnity Agreement: Gery Yearout moved and Mike Fleck seconded to accept the Indemnity Agreement for Policy 61 as presented. The motion passed unanimously.

Policy 61, Solar Energy Systems: Walt Braun moved and Jean Faszhholz seconded to accept the amended Policy 61, Solar Energy Systems, with the added changes and with the caveat that this version of the policy goes to the Mutual attorney for final review. The motion passed by majority vote with dissenting votes submitted by Toby Dicker and Mike Fleck.

Policy 48, Section 3, General Maintenance and Repair Information: Touch-up Paint. Jack Case moved to accept the amendment to Section 3 of Policy 48, General Maintenance and Repair Information. The motion passed unanimously.

Standard 1019, Exterior Paint Color Selection Process During a Manor Rehab: Walt Braun moved to accept this newly presented standard, with some minor modifications. Mike Fleck seconded the motion and it passed unanimously.

ADJOURNMENT

Having no further business the regular meeting adjourned at 11:15 a.m.



Sharon Fees, Assistant Secretary
Third Walnut Creek Mutual