

THIRD WALNUT CREEK MUTUAL

REGULAR SESSION MEETING MINUTES OF THE BOARD
MONDAY, MAY 8, 2017 AT 9:00 A.M.
GATEWAY BOARD ROOM
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

Call to Order

President Yearout called the Regular Meeting of the Board of Directors of Third Walnut Creek Mutual to order at 9:00 a.m.

Roll Call

Directors Present:

Gery Yearout, President XI	Judy Bank, Vice President XV
Kathy Poling, Secretary III	Victor McPhun, Director District VII
Walt Braun, Director District XIII	Jack Case, Director District V
Jane Norbeck, Director District IV	Toby Dicker, Director District VIII
Faszholz, Director District XII	Jean Christine Monsen, Director District XIV
Arlyss Rothman, Director District IX	

Directors Excused:

John McDonnell, Treasurer X

Also Present: Mutual Operations staff was represented by Rick Chakoff, Chief Financial Officer; Tess Haskett, Assistant Controller; Clayton Clark, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; Will Kim, Board Services Coordinator.

Approval of Meeting Minutes

President Yearout asked for any corrections and/or additions to the following sets of minutes:

Regular Meeting of the BoardApril 10, 2017
Executive Session of the BoardApril 10, 2017

The minutes were approved as corrected.

Moved, Seconded, Carried 11-0

Members' Forum

Residents were afforded the opportunity to express their general concerns and make comments. The following topics were expressed by Residents: solar energy systems, correction to minutes, closed meetings, invoice approval process, task force meetings, and access to records.

President's Report

President Yearout presented the following topics that were discussed during the Presidents' Forum:

- The Golden Rain Foundation is discussing a new Rossmoor access card system that is being implemented to address issues such as security and preservation.
- The process Walnut Creek Mutual No. Sixty-Eight followed to address their landslide

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was presented and discussed.

Secretary's Report

A report was not presented to the membership.

Treasurer's Report

The following Treasurer's Report was presented:

- The Third Walnut Creek Mutual maintains a checking account at City National Bank
- The beginning balance as of 2/25/2017 was \$26,426.86
- The ending balance as of 3/31/2017 was \$19,056.87
- The Aging Report reflects amounts owed the projects for overdue coupon payments and late fees
- The amount owed to all projects as of 3/31/2017 amounted to \$10,882.13
- The Owner Billable Report reflects amounts owed all the projects for overdue payments that are billable to owners for work done to their manor for work not covered by the coupon
- The amount owed to all projects as of 3/31/2017 was \$103,636.78

Budget and Finance Committee

A report was not presented to the membership.

Building and Maintenance Committee

The Board reviewed and discussed the provided Building Maintenance Committee Report. Maintenance Committee Chairman Braun reminded residents a list of vendors who have done work in Rossmoor is available at the Alterations Department. However, a list of vendors "approved" by Rossmoor is not available.

Landscape Committee

The irrigation in the Mutual is on. Therefore, please contact the work order desk if you identify any sprinkler overspray, running water, or broken sprinklers. If an irrigation leak is identified after normal business hours, please contact Securitas.

A calendar with upcoming entry maintenance dates was reviewed by the board. The Annual TWCM Landscape Meeting will be held on Thursday, May 18th at 10 a.m. in the Fairway Room, Creekside.

Governing Documents Committee

The committee is currently reviewing a draft copy of the CC&Rs and Bylaws. The next Governing Documents Committee meeting will be held on Tuesday, May 23rd at 2 p.m. in the Gateway Board Room. The entire task force will be in attendance at 3 p.m.

Alterations Review Committee

A report was not presented to the membership.

Audit Committee

A report was not presented to the membership.

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Communication Committee

An article was post in the Rossmoor news by the committee. Members of the Board will receive an email copy of the article before it is printed in the Rossmoor news.

Emergency Preparedness Committee

A report was not presented to the membership.

Recycling in the Mutual

Recycle Smart has been performing evaluations to bring Rossmoor up to current standards. Although the program is not available to all Projects, Projects can save funds by reducing their waste bin size.

Maintenance Standard No. 1019: Exterior Paint Color Selection Process

The following maintenance standard was reviewed and discussed by the Board:

- *Director notifies all members of a project of a planned rehab along with the plan to select colors for the siding and trim, and requests those interested in serving on a paint color selection committee to contact the director.*
- *Director appoints a number of members of the project to the paint committee and announces the members of the committee to all project members and encourages them to provide comments to and ask questions of the committee.*
- *The paint committee meets with the MOD staff and paint supplier representative to develop a recommended color palette selection and presents the selected palette at a meeting with the Director and all interested members of the project.*
- *The paint committee will meet with the condo owners of the project/building to select body and trim colors from the approved palette. The condo owners will be provided with color boards and/or other such aids to assist in the selection process.*
- *Director will review and approve makes the final determination of the palette and notifies members of the plan forward.*

A motion was made to approve *Maintenance Standard No. 1019: Exterior Paint Color Selection Process* as presented.

Moved, Seconded, Carried 11-0

Motion to Lien: Account No. 19100

A motion was made to approve the resolution to authorize a Notice of Delinquent Assessments for the full amount of unpaid assessments on Account No. 19100.

Moved, Seconded, Carried 11-0

Letters to Residents Regarding “Private Gardens”

The board reviewed and discussed a draft letter that can be submitted to homeowners with noncompliant exclusive use of common area landscaping areas.

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Comcast Phone & DVR Service Contract

The board reviewed, discussed, and presented the following results of the Comcast Survey:

1. Do you have a phone line?		2. Do you want a Comcast Phone line for \$20 a month?	
Yes	No	Yes	No
586	176	264	454
76.90%	23.10%	36.77%	63.23%
3. Do you have a DVR?		4. Do you want a DVR for \$9.95 a month?	
Yes	No	Yes	No
401	338	136	540
54.26%	45.74%	20.12%	79.88%

A motion was made to not accept the Comcast phone contract at \$20 per month per manor.

Moved, Seconded, Carried 10-1, Director Case voted No

A motion was made to not accept the Comcast DVR contract at \$9.95 per month per manor.

Moved, Seconded, Carried 11-0

Solar Energy Systems: Project 39

A secret ballot in the matter of Project 39's granting of exclusive use common area to accommodate solar energy systems on all project roofs was distributed on March 20, 2017 for a vote of the membership. Ballots were opened during an Open Session Meeting on Monday, April 24, 2017 at 10:00 a.m., in Multipurpose Room No. 1 (MPR1, Gateway), at 1001 Golden Rain Road, Walnut Creek CA, 94595.

With eighty-nine (89) yes votes, the Solar Ballot passed. The following is a report prepared by the Inspector of Election:

Total Manors/Units:	130
Total Ballots Received:	108
Total Invalid Ballots:	4
Total Valid Ballots:	104

Yes Votes:	89
No Votes:	15

Next Board Meeting

The next Regular Meeting of the Board will be held on Monday, July 10, 2017 at 9:00 p.m., in the Gateway Board Room.

Adjournment

There being no further business, the Regular Meeting of the Board was adjourned at approximately 10:29 a.m.

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Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Board of Director's meeting.



Assistant Secretary

Third Walnut Creek Mutual

An Executive Session was held following the open session at 10:40 a.m. Topics included the following:

1. Noncompliance Hearing: Account No. 12872
2. Late Fee Waiver Request: Account No. 2001
3. Payment Plan: Account No. 14129
4. Legal Status Report
 - a. Account No. 14890
 - b. Account No. 12730
 - c. Account No. 16677

With no further business to discuss, the board adjourned the Executive Session at 11:35 a.m.