



Walnut Creek Mutual Forty

3MEETING MINUTES OF THE BOARD
THURSDAY, FEBRUARY 29th, 2024, AT 1:00 PM
MPR #3 – GATEWAY CLUBHOUSE
1001 GOLDEN RAIN RD – WALNUT CREEK, CA 94595

Call to Order

President White called the meeting to order at 1:08 p.m.

Directors Present

Susie White – President
Greg Gould – Vice President
Gayl Westendorf – Treasurer
Kathy Parish – Director

Directors Absent:

Nancy Herney – Secretary

Staff Present

Lucy Limon, Board Services Coordinator

Approval of Minutes

1. Board Meeting Minutes of January 8th, 2024
3. Special Emergency Meeting Minutes of February 15th, 2024

Mr. Gould made a motion and Mr. Westendorf seconded to approve the minutes to the aforementioned Board Meetings.

Moved, seconded, Approved 4-0

President's Report

Ms. White gave the following report:

We've had a busy month as you will learn in this meeting. For our residents in Saklan Indian Entry 10 who are waiting for their painting to resume, I have been told that further construction will resume in mid-March with painting in early 2024. For the residents in Saklan Indian Entry 2, our preparation will begin sometime after they finish in Entry 10, probably April. We will meet to discuss the process very soon.

As all residents in Rossmoor, we are concerned about the difficulty to obtain insurance. We will present more information in New Business with an amendment to our CC&Rs. We hope you will vote to accept this change. It has been very difficult for resales since a mortgage requires insurance of the unit and it is very difficult to come by. We have had one successful sale completion in this disruption with several others waiting for insurance.



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I want to encourage all of you to attend our Annual Meeting on March 28 where you will meet your new board, hear annual reports from our committees and Mutual Operations.

Treasurer's Report.

January fund balances - \$292,000 operating fund, \$1.9 million reserve fund.

Directors have received and reviewed January financial reports. A motion was made and seconded to certify compliance with Civil Code section 5500. Motion passed 4-0.

The Finance Committee met on February 19, 2024, and discussed reserve funding plans and ways to reduce controllable expenses. Stan Wells has resigned from the committee, and Mr. Westendorf thanked him for his service. He then moved that Abe Weitzberg be appointed to the committee. This motion was seconded and approved 4-0.

Finance Committee Report:

No report was given.

Committee Reports

Landscape Committee -

Ms. Parish gave the following report:

In attendance for our first meeting of 2024 were Rod Williams, Susie Manners, Susie White, Pam Jester, Fred Kern, Karyl Toms, Marilyn Reigelhuth, Lois Cain, and Shari Carroll.

After introducing our new members, Pam and Marilyn, there was a discussion of the Mutual's Landscape Budget. Kathy explained the Budget is composed of two parts, the Operating Costs that cover the monthly MOD and Terra fees, and the Reserves which cover landscape rehab and tree removal and maintenance. The contract with Terra was also discussed.

The annual Tree Walk, with Warner Trees and John T., is scheduled for February 20th. The main focus is on trees that need trimming or removal to meet the Firewise standard, are too close to a building, or have general safety issues. We have requested that four trees be removed this year and are waiting for Walnut Creek approval. This request was made in December.

Goals for 2024 include continuing removal of Junipers, completion of the grass rehab on the hill between Entries 6 and 8 on Saklan Indian, identifying other areas for future grass reduction and rehab, and continuing the development of the Saklan Indian Entry 2 meeting area.

Shari Carroll announced that our first set of MOD Work days will be from March 26-April 9. Committee members were reminded to return their Entry Forms to help prioritize requests for workdays. She also shared Terra's February Calendar with the Committee and plans to do this each month.



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We are still having pest issues. Shari mentioned that on her many walks, the Golf Course seems "immune" from gophers and voles. Fred said he would contact Mark H. to see how they handle rodents.

Fred announced that he will be the Chairman of the Building Committee this year. Building issues and Landscape issues are intertwined. Things that impact buildings are termites and dry rot. One cause of this is mulch. Firewise also recommends that mulch not be used within 5' of a building. Hence we are looking at the mulching program "with new eyes" this year. Any mulching we do will most likely be on our July MOD days.

Upon further discussion for the development of the Entry 2 meeting area, a motion was made by Fred and seconded by Karyl to support a request by Kathy to ask the Board to allot \$6,000 for hardscaping this area and planting 3 new trees. The motion passed unanimously. This will be on the agenda for the February Board Meeting.

Governing Documents Committee:

No report was given.

Building Maintenance Committee:

No report was given.

Alteration/Architectural Review Committee:

Mr. Gould reported that there were 5 alterations requests in the last month.

Emergency Preparedness Committee:

Ms. Parish gave the following report:

Our first meeting of 2024 was attended by Christine Hagelin, Jane Moran, Kay Doyle, Pat Shanahan, and Kathy Parish.

In addition to welcoming new neighbors and obtaining contact information, the Committee agreed to continuing preparedness education with the focus on Sheltering in Place. One facet of this is "Filling the Gap"; providing aid, information, and resources until outside agencies and help arrive after a disaster. Kathy provided a summary of some preliminary information gathered by Nancy Herney, Eileen Levin, and Kathy. Meetings were held with Tom Cashion and EPO organizers from Mutuals 29 and 68. Since each Mutual is unique, there will be further discussion about the best ways to adapt this information to Mutual 40.

The continuing development of the Entry 2 Seating Area for use as an EPO resource and possible "staging area" was discussed.

Neighbors will also be encouraged to obtain lock boxes for their house key for Emergency access to their Condos. The Fire Department is now registering the codes in their Dispatch System. The codes



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can also be given to Securitas.

We will be distributing forms to each household with details.

For the purpose of educating our neighbors, smaller Entry Gatherings are favored over a larger meeting. Ideas for possible speakers, demonstrations, and resources were discussed and we will bring more suggestions to our March meeting.

There was a brief demonstration of the Emergency information available on a smart -phone and how to access it.

Our next meeting will be Thursday, March 28th at 4:00 in the Bunker Room at Creekside. All are welcome.

Recycling and Green Committee:

No report was given.

Old Business

No old business.

New Business

1. Motion to request support for the development of the Entry 2 Meeting Area and allocating \$6,000 for hardscape and new trees
Moved, Seconded, Carried 4-0

The plan is to have this area hardscaped and plant several trees during the March MOD days.

2. Adoption of proposed Operating Rules
Susie White made a motion, seconded by Kathy Parish to adopt the proposed Operating Rules that were mailed on January 24th, 2024, and have them posted to the M40 website.
Moved, Seconded, Carried 4-0
3. Motion to appoint Fred Kern chair of Building Maintenance Committee
Moved, Seconded, Carried 4-0
4. Approve recording of lien on Unit of Owner account no. 40040059 for delinquent assessments and related charges
Moved, Seconded, Carried 4-0
5. Amendment of insurance provisions in CC&Rs
Mr. Westendorf made a motion, and Kathy Parish seconded to approve the draft CC&R insurance amendment documents, appoint John McDonnell as Inspector of Elections and authorize the mailing of the amendment documents to be tabulated at the April 11th meeting.



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Moved, Seconded, Carried 4-0

6. Additional investment of reserve funds

Mr. Westendorf made a motion, seconded by Greg Gould to approve the following resolution:

WHEREAS, the Board at its regular meeting on February 29, 2024 discussed a proposal from the Treasurer to make additional investments of Mutual 40's reserve fund; and

WHEREAS, the Board determined that it is prudent and in the best interests of Mutual 40 to invest a portion of its reserve accounts in U.S. Treasury notes as proposed by the Treasurer;

NOW, THEREFORE BE IT RESOLVED that the Treasurer and Assistant Treasurer are hereby authorized and directed to instruct City National Bank and/or its affiliate City National Securities to make the following investment, as soon as practicable, from Mutual 40's reserve accounts: \$300,000 in U.S. Treasury notes with maturities of approximately two years from the date of purchase.

These resolutions were approved and adopted by a unanimous vote of the 4 directors attending the Board's regular meeting held on February 29, 2024.

Moved, Seconded, Carried 4-0

Managers' Report

No report was given.

Member's Forum:

- Lighting on walkways.

Announcements

The next Board Meeting is scheduled for Thursday, March 28th, 2024, at 1pm, in the Fairway Room at Creekside. This will be the Annual Meeting of the Members and the Organizational Meeting of the Board.

Adjournment

With no further business, the meeting was adjourned at 2:25 p.m.

Lucy Limon

Assistant Secretary

Walnut Creek Mutual No. Forty