

MINUTES
FOURTH WALNUT CREEK MUTUAL
MONDAY, OCTOBER 17, 2016 AT 1:30 P.M.
BOARD ROOM – GATEWAY

President Cardinal called to order a regular meeting of the Board of Directors of Fourth Walnut Creek Mutual at 1:30 p.m. on Monday, October 17, 2016 in the Board Room at Gateway complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	Donald Cardinal	President
	Sara Seltzer	Vice President
	Mike Leinbach	Treasurer
	Nancy Partovi	Secretary
	Diane Buonaccorsi	Director

EXCUSED: None

Representing Mutual Operations were Paul Donner, Director of Mutual Operations; Rebecca Pollon, Landscape Manager; Rick West, Building Maintenance Manager; and Anne Paone, Administrative Secretary.

Mr. Cardinal welcomed fifty-five residents in attendance.

RESIDENTS' FORUM

Thelma Bronet – Ms. Bronet stated that she would like an assessment rather than raising the coupon.

Judy Becker – Ms. Becker wants the Board to delay their decision on how repairs for 2128 Tice Creek will be financed. She would like the membership to discuss.

Bev Terlep – Ms. Terlep thanked the Board for taking on the 2128 Tice Creek building project, but wants a special assessment.

Sheila Gorsuch – Ms. Gorsuch discussed water issues. When she called Securitas, she was told to call EBMUD to find out why water was off and when it would be back on. She asked about the Comcast package presented to the Mutuals.

Mr. Cardinal reported the Board has a year to make a decision on this package.

Judi Southcott – Ms. Southcott would have liked a meeting to discuss the 2128 Tice Creek project before the Board decided on how to proceed. She wants a special assessment.

Jeff Spires – Mr. Spires had some questions regarding maintenance. He heard another building had some cracked floors. He wanted to know the status of painting in entry 10.

Mark Crosthwaite – Mr. Crosthwaite wants more Board transparency. He had a question about insurance for the building.

Penny Wade – Ms. Wade asked about landscaping for entry 11. Mr. Cardinal advised the Board will look into it.

Farhad Partovi – Mr. Partovi reported someone dropping off letters in his mailbox. He reminded the membership that the 2128 Tice Creek building is part of the entire Mutual. People should get facts before signing anything.

APPROVAL OF MINUTES

Mr. Leinbach moved to approve the Consent Calendar as presented. Ms. Seltzer seconded and the motion passed without dissent.

(This included September 19, 2016 regular meeting minutes and September 23, 2016 executive session and October 3 executive session minutes)

ENTRY REPRESENTATIVE'S REPORTS

Entry 15 representative, Judith Becker, reported that Contra Cost County and Walnut Creek have plans for open space areas. GRF and Fourth Mutual have open spaces. Wood chips are not a natural part of landscaping. Lawns were removed and residents were not informed. She wants residents to have input before decisions are made.

MANAGEMENT REPORT: Paul Donner

Items are part of the agenda. No special report.

PRESIDENT'S REPORT: Don Cardinal

Mr. Cardinal reported that there was a Comcast presentation at the Presidents' Forum. The cable package will go up by \$17.34.

The Board has until December 2017 to decide about the DVR and phone package offered to the Mutual by Comcast. The Board will review this next year.

PG&E will be doing upgrades on their wiring. PG&E doesn't know where all of the wiring is located.

Nixle is an opt-in emergency response notification. Mr. Donner reported that with this service a resident may receive notice via email, text, or a phone call. They would be alerted to any emergency. There is no charge for the member to sign up. MOD paid \$5,000 for the program.

Mr. Cardinal reported that residents using Mutual electricity for their electric golf carts will be charged an annual fee.

The MOD management fee will include a \$1.64 increase.

Mail theft was discussed during the Presidents' Forum. Be aware and have someone check your mail if you can't do it yourself.

The Waterford has a problem with care providers. There isn't much the other presidents can do about this. If a resident has a problem, tell the Board because they may be able to help. Members should be careful about making someone a co-occupant.

The Presidents talked about Comcast options. There have been numerous articles in the Rossmoor News.

There was an issue about freedom of speech. Items were removed from a bulletin board. The board is GRF property, so they can remove items.

LANDSCAPE AND GROUNDS, FIRE CLEARANCE:

Ms. Seltzer reported that the Mutual has been conservative about planting or replacing plants due to the drought. Someone has been removing mulch which is leaving the ground bare. It costs the Mutual money. Residents are not to interfere with workers and crews. The Rossmoor News had a very good article in the October 12th issue about encroachments. Residents need to educate themselves. Some patios are very overgrown on the inside.

Ms. Pollon reported the following:

LAWN MAINTENANCE: Mowing is currently occurring weekly but will become more infrequent as growth slows during the fall and winter. All deteriorated lawns will be aerated, verticut and over seeded over the next few weeks. Currently, lawns are watered every 3 days.

ENTRY MAINTENANCE: Entry crews have been working on drain and v-ditch clearing and will turn their focus to leaf cleanup over the fall months.

TREE MAINTENANCE: Waraner Brothers Tree Service handles all work orders. There are no pending tree removal permits at this time

LANDSCAPE REHAB: The MOD crew will be returning to complete two replanting projects in and around entry 13 in the coming weeks. Fall and winter are the time for dead/removed plant replacements so please submit any requests to the landscape representative soon.

Next year landscaping will start a composting program. This helps with the retention of water.

BUILDING MAINTENANCE REPORT

Mr. West reported the following:

ACTION ITEMS: Proposal review and approval.

1. 1605 SC / 1609 SC – GEC conducting soils survey and generated report. Core sampling schedule for Oct 18th.
2. 2128 TC – Building Re-leveling and drainage - Ned Clyde scheduling to begin drainage phase of project, week of Oct 24th.
3. Rear balcony inspections by Jim Hogue. Estimate \$4,340.00 (work in progress).
4. 2152 TC #2 – Mold in master bedroom wall caused by sprinkler aimed at the exterior wall. Servpro cost \$5,392.46. Five Star drywall cost \$2,650.00. (complete).

ARCHITECTURAL CONTROL AND ALTERATIONS; COMPLIANCE:

Mr. Cardinal reported that YTD, there were 29 completions, 30 processed and 18 permits issued.

EMERGENCY PREPAREDNESS COMMITTEE

Sheila Gorsuch is the secretary to the Emergency Preparedness Organization (EPO) for Rossmoor. Colene Trinterud has worked tirelessly to sign up coordinators. Many times if there is a severe event, residents are "YOYO" (You're on your own). Residents may have to "SIP" (Shelter in place). CERT will step in for events that happen. The EPO meeting is on November 7th at 9:30. Meetings are on the first Monday of every month. They had a very successful safety fair. Over 200 people attended.

COMMUNICATIONS COMMITTEE

Diane Buonaccorsi reported that the Board will endeavor to communicate better with residents. She will keep up with the newsletter and is hoping to expand it.

Ms. Partovi advised the membership that minutes are posted online after they are approved.

Email Diane Buonaccorsi if you want to have an article in the newsletter.

POLICY COMMITTEE

Ms. Partovi reported that the policies have gone to the attorney. They hope to have them back by Thanksgiving. They will then be sent to the membership for comments. The Board will review the comments and then decide if changes need to be made or if they can adopt the policies as written.

OFFICERS REPORTS

1. President's Report: None
2. Vice President: Ms. Seltzer stated that the Board communicates well with each other and welcomes volunteer input.
3. Treasurer: Mr. Leinbach reported that the September financials YTD show the Mutual \$29,000 over budget, due to water, plumbing, and tree removals. The Mutual has \$19,000 in outstanding debt. Eighty-four percent is because of one resident. The reserve fund has a balance of \$824,000.
4. Secretary: No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mr. Cardinal asked for a motion to approve the budget.

Mr. Leinbach moved to approve the budget as presented for 2017. Ms. Buonaccorsi seconded and the motion carried without dissent.

Ms. Seltzer reported that she and Ms. Partovi attended the Community Association Institute (CAI) seminar. It was very interesting.

ANNOUNCEMENT

The next regular board meeting is scheduled for November 21, 2016 at 1:30 p.m. in the Board Room at Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 2:46 p.m.

/s/ _____
Nancy Partovi, Secretary
Fourth Walnut Creek Mutual