

MINUTES
FOURTH WALNUT CREEK MUTUAL
MONDAY, JULY 21, 2014 AT 1:30 P.M.
BOARD ROOM – GATEWAY

Vice 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, July 21, 2014 in the Board Room at Gateway complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	Donald Cardinal	Vice President
	Pauline Kelzer	Treasurer
	Sheila Peverill	Director
	Janet Schreiber	Director
	Sara Seltzer	Director

EXCUSED: None

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

Mr. Cardinal welcomed eighteen residents in attendance.

APPROVAL OF MINUTES

Ms. Peverill moved to approve the minutes of the regular session Board meeting of June 16, 2014. Ms. Seltzer seconded and the motion carried without dissent.

Ms. Kelzer moved to approve the minutes of the Executive Session Board meeting of June 16, 2014. Ms. Schreiber seconded and the motion carried without dissent.

RESIDENTS' FORUM

Fran Marx, Skycrest - Entry 7, Ms. Marx asked that the ivy be cut next to the building at 1309 Skycrest. Mr. Perona will check.

Dulcie Andres, Skycrest – Entry 10, Ms. Andres asked when and how there will be budgeting for driveway repairs. Mr. West explained that the budget process will begin in August and it will be put in the budget for 2015.

BUILDING MAINTENANCE REPORT – Rick West

Mr. West reported that building material debris will be picked up and disposed of the week of July 14. Ms. Kelzer and Tom will work on the schedule together.

2109 E17 has the new corrugated downspout connection installed for the west side of the building and is connected to the existing underground drain.

1641 Skycrest has a 26x26 steel drain cover installed.

Entry 10, project 21, the carpentry rehab work inventory list and estimate to complete the project has been presented to the Board. It has all of the work needed to be done at that entry and a list of all of the buildings that have been completed including the carports.

Ms. Schreiber motioned that the Board approve \$15,000 to be spent from the reserve fund for the remaining ongoing carpentry work to be done in Entry 10. Ms. Seltzer seconded and the motion carried without dissent.

The underground downspout drain at 2589 Pine Knoll has been completed by Tree Sculpture.

The pricing for new reflective entry signs is \$425 each, at 15 entries, for a total of \$6,375. Ms. Kelzer asked to look at the signs. Mr. Donner advised that Terra California has these signs installed and suggested that she drive by at night to view them.

We had an inspection done at 1617 Skycrest, #21 for termites around the back deck. The estimate was \$750 for treatment and \$500 for fence repair and window trim.

Ms. Kelzer motioned to have Mr. West inspect again and have Antimite do the treatment at 1617 Skycrest, #21 for \$750. Ms. Schreiber seconded and the motion carried without dissent.

FISCAL COMMITTEE – Pauline Kelzer

Ms. Kelzer reported that the committee will be working with Paul Donner, Rick Chakoff and the MOD staff to put together a draft budget for 2015.

LANDSCAPE REPORT

Mr. Perona reported under Landscape and Grounds.

LANDSCAPE AND GROUNDS, FIRE CLEARANCE:

Mr. Perona reported that routine work is in progress. Next lawn fertilization will be in August. He will be asking the Golden Rain Board for funds for fire clearance for next year, especially for the canyon. The estimated amount will be \$14,000. He will present a proposal to Warren Salmons. This would involve removing brush, some trees and limbs that are hitting the ground.

The last 3 years the Diablo Fire Safe Council has given \$5,000 in grants. If this is offered next year, he will apply for that grant again.

Mr. Perona asked that the Board approve projects for this year. The Board decided that it wants more details on the proposals.

Ms. Seltzer commented that the proposals need more clarity. She would appreciate it if they were more organized than in the past making it easier for the Board to review.

Mr. Perona said that he and Kevin can go over the notes that the Board will provide.

Regarding the 2014 rehab proposals:

Ms. Kelzer motioned that Ms. Schreiber and Ms. Seltzer take the lead as the landscape representatives on the Board and meet with Kevin and Mr. Perona to go over the proposals and then make recommendations to the Board.

Ms. Peverill seconded and the motion carried without dissent.

ARCHITECTURAL CONTROL AND ALTERATIONS; COMPLIANCE:

Mr. Cardinal reported that there are 12 alterations in progress and 6 have been completed.

There have been 16 sales with a median price of \$350,000.

EMERGENCY PREPAREDNESS COMMITTEE

Ms. Peverill reported that she wanted to reiterate there will be a meeting on August 26 to discuss how to protect yourself and your home.

COMMUNICATIONS COMMITTEE

Ms. Peverill reported that members need to get their reservations in by August 1. People have stepped forward to volunteer and this should make for a nice dinner.

Ms. Kelzer invited anyone to send articles for the newsletter to her.

POLICY COMMITTEE

The Board is updating the Mutual policies and hopes to have them completed within the next six months.

Steve Adza reported that Congress is looking at a bill that might affect amateur radio operators and where they may install antennas.

PRESIDENT'S REPORT – Don Cardinal

Mr. Cardinal attended the Presidents' Forum and reported that the presidents approved having an outside lawyer consult with the lawyers that were reviewing the Trust Agreement. The budget was for \$7,500. Eventually, the presidents signed off on \$9,500. To date the invoices have come in totaling approximately \$17,000. The presidents made it clear that no more money is to be spent unless all of the presidents approve.

Mr. Cardinal also advised the membership that the current trash company has been sold. The new company is Republic Services. The blue container will be for recycling and the gray container will be for trash. The new company is scheduled to begin in March of 2015 and it will only be one truck picking up the trash instead of separate pick-ups. Members should call E-Waste for things like fluorescent lights. MOD prefers not to take that type of waste, but will help if the member is really in need.

Mr. Cardinal reported that there was a discussion regarding people that do not live in Rossmoor signing up and going on excursions. This would force actual residents to go on a wait list. The Recreation Department is addressing this problem. It may mean that residents will always have to provide identification.

There was a discussion regarding signage for the trash enclosures. Mr. Donner suggested that they contact Tess Molina at MOD and she could show them signage that other Mutuals use.

The Fire Department is still reviewing the fire abatement for the Mutual. They are pleased with the abatement that has been reviewed to date.

Ms. Peverill reported that there will be a meeting on August 26 from 9:30-noon in the Fireside Room at Gateway that will cover various topics including how to protect yourself and your home.

Mr. Cardinal reported that water usage was discussed. It was suggested that the hoses near the carports be removed. There will be no more car washing in Rossmoor.

He also reminded everyone that BBQs should be electric or use propane.

TREASURER'S REPORT

Ms. Kelzer reported that there is one delinquency in collections. There is about \$11,300 in delinquencies and this includes fines and late fees. There is an emerging delinquency of about \$1200 and Ms. Kelzer is talking to the owner. In terms of revenue, the Mutual is in good shape.

Ms. Schreiber reported that the landscape budget has two funds, operating and reserve funds. Once you add the fixed price contracts from the last six months to the year-to-date expenses, it leaves \$347.00 in the operating fund for maintenance.

The reserve fund has a budget of \$86,000. We have spent \$33,000 and we have approximately \$53,000 to spend for the rest of the year. This does not include the proposals brought up today. They are not factored in because they have not been approved.

We will need to watch utilities, water in particular. We are over budget in insurance.

Mr. Donner advised that the Mutual is over budget in insurance because of the two fires that the Mutual had to share in the deductible.

SECRETARY'S REPORT

No report.

OLD BUSINESS

Ms. Schreiber reported that she has revised her report from last month. With new information, the amounts have been lowered.

NEW BUSINESS

None

ANNOUNCEMENT

The next regular board meeting is scheduled for September 15, 2014 at 1:30 p.m. in the Board Room at Gateway.

The Annual Meeting is scheduled for August 7, 2014 at 4:00 p.m. in the Fireside Room at Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 2:50 p.m. to executive session for disciplinary issues.

/s/

Anne Paone, Assistant Secretary
Fourth Walnut Creek Mutual