

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, JANUARY 16, 2014 AT 2:00 P.M. BOARD ROOM – GATEWAY COMPLEX

President Eldon Rowe opened the meeting at 2:00 p.m. Directors Alan Matthews, Jerry Cruson, Russell Cunningham and Ellen Dietschy were also present. Three resident members were also present.

Staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Steve Ormond, Landscape Supervisor; and Anne Paone, Administrative Secretary.

Excused: None

APPROVAL OF THE MINUTES

Mr. Rowe asked for any additions or corrections to the minutes of the regular Board meeting of December 19, 2013. Hearing none, he declared them approved as written and reviewed.

MEMBERS' FORUM

Jack Morgan of 3206 Terra Granada, 2B, asked about the cover to the Comcast cable box located at the curb in front of his house. He would like the "rock-type" cover installed. Mr. Donner reported that he will follow-up with Comcast.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

No report because the financials have not been completed yet for December and the end-of-the year.

LANDSCAPE REPORT

Mr. Rowe reported that the landscape committee is working well and new member Jackie Smith is doing great. MOD has moved rehab to December.

Mr. Ormond reported that entry maintenance will involve leaf clean-up, V-ditch clean-up, small tree pruning, and reduction pruning of oleanders and junipers. The yearly tree maintenance is completed. The Board will review the Valley Crest bid for buildings 3711, 3663, 3747, and 3800 Terra Granada for a total cost of \$750.00. In addition, there are proposals for 3553 and 3443 Terra Granada totaling \$1885.00. The landscape committee representative should be contacted for any landscape rehab requests. There will be a monthly irrigation system check, but any irrigation problems should be reported. The landscape irrigation tech will be checking

irrigation in February and will cap off any irrigation not needed. The weekly winter schedule for maintenance is as follows:

Monday: Avenida Sevilla Entry 2
Terra Granada Entry 8 (Morning)
Terra Granada Entries 4, 6 & 7 (Afternoon)

Tuesday: Terra Granada Entries 3 & 5

Monthly Irrigation Inspection:

Weeks 1 & 2: Controller 47-1 thru 47-7

Weeks 3 & 4: Controller 47-8 thru 47-12 & 46-1

MUTUAL OPERATIONS REPORT

Mr. West reported that the start date on gutter cleaning was on Monday, January 13. The survey, mapping and estimate for installation of sewer cleanouts will start soon.

3425 Terra Granada elevator had oil on the floor in the control room (2A). Otis responded and cleaned up and secured the leak. They replaced 15 gallons of oil for \$1600, as this was an after-hours emergency response.

The owner at 3425 Terra Granada (drain line overflow and flood) is to give the Mutual a check for repairs as this is an owner's responsibility.

Fiala Roofing is complete and the removal of old downspouts is in progress.

It is recommended that the Mutual use Fiala Roofing for the 2014 phase two flat roof replacement project. An estimate will be presented at the February Board meeting. The Board requested that it not exceed 3% of last year's bid.

Mr. Donner advised the Board that the Entry 6 stucco work will be done tomorrow.

No resolution to date regarding the asphalt issue with Entry 6. Mr. Rowe asked Mr. Donner to have Martijn Lemmens attend the next Board meeting to discuss the asphalt coating problem.

Emergency Preparedness Committee

Ms. Dietschy reported that the community of Rossmoor will be having drills regarding emergency preparedness. She would like the residents to be able to put a sign in their windows indicating if they are okay during an emergency. The responders will see the sign and know that they may move on to someone else that may need immediate help.

ALTERATIONS

Mr. Matthews reported that there were five applications processed and two completed.

GOVERNING DOCUMENTS

Mr. Cruson discussed the committee's progress on the policies and procedures. Discussion followed and it was decided that Appendix B should be included in the Operating Rules. The draft copy should be mailed as a 2-sided document for the 30-day comment period.

Mr. Cunningham motioned to approve the draft Operating Rules to mail out to the membership in 30 days for the comment period, with the comment period starting from the date-of-mailing. Mr. Matthews seconded and the motion carried without dissent.

Mr. Rowe instructed the administrative secretary to mail a copy to the attorney, Mike Hardy, for his final review. Once finalized, the document will be mailed to the membership for their comments. A general membership meeting will be scheduled for a question and answer period and the Board will take comments under advisement. Mr. Rowe would like the attorney to attend. This meeting may be scheduled mid-way of the comment period.

Mr. Rowe advised that MOD should be aware of Mutual Seventy's changes in the Operating Rules.

Mr. Rowe commended all of the people that served on the committee for their time, hard work, and efforts generated to complete this project.

TRUST AGREEMENT

No report.

OLD BUSINESS

Mr. Rowe reported that he received a letter from Mutual Thirty Board President, John Herron, advising that the Walnut Creek Post Office will be canceling the Cluster Mailbox program. A letter will be send to Rossmoor Mutual Board Presidents stating that the program will not move forward at this time.

Mr. Rowe reported that there was not a Presidents' Forum held in December.

Mr. Donner reported that for the next reserve study update, Helsing Group will be advised of the reclassification of trees.

NEW BUSINESS

Mr. Rowe discussed that he received a letter from 3800 Terra Granada 1B regarding the parking of a neighbor at 1287 A Avendia Sevilla. It was decided that Mr. Rowe would get more information regarding exactly who is parking in the visitors' parking. He will then advise Ms. Dietschy and Mr. Cunningham and they will follow-up with that person about the parking rules.

ANNOUNCEMENT

The next regular board meeting: Thursday, February 20, 2014 at 2:00 p.m. in the Board Room in Gateway.

ADJOURMENT

Having no further business, the meeting adjourned at 3:25 p.m.

/s/

Ellen Dietschy, Secretary
Walnut Creek Mutual Seventy