

## MINUTES

FIRST WALNUT CREEK MUTUAL  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
FRIDAY, JANUARY 23, 2015 AT 11:00 A.M.  
DONNER ROOM – EVENT CENTER

PRESIDENT Ken Anderson called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, January 23, 2015 at 11:00 a.m. in the Donner Room, Event Center, Walnut Creek, California.

PRESENT: Ken Anderson, President, District 4  
Shanti Haydon, First Vice President, District 5  
John Nutley, Second Vice President, District 1  
Barbara Gilbert, Treasurer, District 2  
Nancy Turnier, Secretary, District 3

EXCUSED: None

Staff was represented by Doug Hughs, Building Maintenance Manager; Rick Chakoff, Chief Financial Officer, and Anne Paone, Administrative Secretary.

Mr. Anderson welcomed the 26 residents in attendance.

### APPROVAL OF THE MINUTES

Ms. Haydon moved to approve the minutes of the regular session Board meeting of November 23, 214 as written and reviewed. Mr. Nutley seconded and the motion carried without dissent.

### LANDSCAPE REPORT

Mr. Chakoff read Mr. Perona's report as follows:

LAWN MAINTENANCE: Mowing will be weekly as weather permits. Lawns will be fertilized the week of February 16<sup>th</sup>. Watering will occur as necessary and the irrigation systems will be tested and adjusted over the next two months.

ENTRY MAINTENANCE: Detail crews are working on spraying for weeds in shrub beds and edging groundcovers. Pruning will include Oleanders, Hypericum, Viburnum and Eleagnus. The crew will continue leaf and debris clean up out of shrub beds

TREE MAINTENANCE: The crew has started pruning of Crape Myrtle trees. We recently remove two Pine trees that fell over: one in Rockledge Lane entry 8 and the

other on Oakmont Drive opposite entry 12.

**LANDSCAPE REHAB:** Landscape rehab crews are working on enhancement projects around the mutual: Rockledge entry 9, Golden Rain entries 11, 24 & 25.

Residents should contact their landscape rep to schedule any work for the year in their entry.

### RESIDENTS' FORUM

Judy Foley, Golden Rain Rd. - Ms. Foley had a comment about the new policy that states there cannot be anything attached to the outside of fences. She reported that at least 75% in entry 14 are not in compliance.

Mr. Nutley advised her that the inside of the fence is okay, but it must be removed if the manor is sold and any damages must be repaired.

Ms. Haydon reported that this policy was created because a person had a blanket interwoven on the outside of the fence. Ms. Foley would like the wording changed regarding the fencing. Mr. Nutley advised her to put her request in writing with her reason and present it to the Board via the Board office.

She also commented that she thinks that real estate agents are buying and renting out manors.

Elizabeth Knefel, Golden Rain Rd. – Ms. Knefel spoke about vehicle expired tags and the fact that Securitas does not enforce that issue. It is done through the State of California.

The trash bins are changing because of the new company. There had been 3 recycling bins and now they are down to 2 bins.

She mentioned that Gauthier is taking over the annual inspections and they don't have an updated list. Mr. Hughs stated that he is aware of this.

Christina Bollinger, Golden Rain Rd. – Ms. Bollinger stated that items are being stolen from carports in entry 24. Ms. Turnier advised her that this should be reported to Securitas.

Connie Tompkins, Golden Rain Rd. – Ms. Tompkins stated that she enjoys the trees and plants in Rossmoor. They are well maintained. She states that the leaves clog the drains in the eaves each year and clog the drains on the ground, which causes flooding. Mr. Hughs advised her to call MOD if there is a problem. The gutters are cleaned once-a-year. Valley Crest cleans the leaves on the ground.

Ms. Tompkins was advised to call the work order desk for any issues. Ms. Gilbert stated that if the issue isn't resolved, she should call her Board Director and it will be followed-up.

Catherine Brown, Oakmont Dr. – Ms. Brown reported that the floors are cold in her manor. The screen doors on the ends of the manor make it so cold. The heat is up on the ceiling. Mr. Hughs explained that the screen doors have to stay open to allow for circulation. She could add insulation, but at her cost and it is considered an alteration.

Jody Barker, Oakmont Dr. – Ms. Barker stated that she enjoys Rossmoor and it is a nice place. Her sliding glass door is installed backwards. She wondered how it passed inspection. Mr. Hughs will check into this. Ms. Barker also stated that there is no light between guest parking and the back of the building. There is no light when she walks to her manor. Mr. Hughs will check.

### TREASURERS REPORT

Ms. Gilbert reported everything looks great. One property that was behind in the coupon payments is now being sold, so the Mutual will get its money. She reminded the membership that this money is included in the budget to be used for yearly expenses and projects.

Mr. Chakoff reported that the operating fund preliminary statement shows a \$124,000 deficit, which is about 1.2% of the budget. The insurance was over by \$65,000 due to shared deductibles. Professional services, which is legal expenses, were over by \$32,000 and the General and Administration category was over by \$34,000, which was due to postage and printing. There were more items handled than usual, such as the Bylaws, policies and, as always, the coupons.

Ms. Almon reported that the committee is continuing to look at water usage and should have a report next year. She encouraged the Board to look at the electric vehicle fines because Tess Haskett needs the Board's approval before assessing fines. The committee is working with the landscape committee on a number of areas that are not in compliance with the guides and Davis-Stirling regarding the reserve fund spending and collection of funds. The committee wants the Board's approval to work with staff to ensure that we are meeting the compliance of what is required for documentation.

Ms. Turnier would like more information before giving approval. Mr. Nutley would like a written proposal regarding what the committee wants to do.

Ms. Turnier would like the documentation that the committee has discovered. The Board can then assess what has transpired.

Mr. Anderson said the Board will take all of this under advisement.

Ms. Almon also reported that the golf carts and carport contracts require more work on Tess Haskett's part in accounting. SWCM's wording doesn't place the burden on Tess Haskett. Ms. Gilbert will work with Ms. Haskett.

### MUTUAL OPERATIONS REPORT

Mr. Hughs reported the following:

CARPENTRY-Carpentry crews are currently working on carports in entry 11 Golden Road. Should complete the work next week then move onto carports in entry 4 Golden Rain Road.

PAINTING-Painters are currently working on 1800 and 1816 Golden Rain Road entry 7.

ROOFING- We conducted a roofing bid walk on January 14<sup>th</sup> with our three prime roofing contractors. We looked at 33 laundry roofs and five Sonoma/Sequoia roofs which still need the tile sections converted to comp. The flat sections have already been completed. We will be receiving prices for these in time for our February Board meeting.

MANOR INSPECTIONS-In our memo to Directors dated January 14<sup>th</sup>, 2015 I detailed the costs and specifics for our annual manor inspections. As stated in the memo we would like to proceed with a contract for Gauthiers Construction to do the annual manor inspections for a price of \$52.95 per manor. We are now requesting Board approval for this contract.

Ms. Haydon motioned to approve Gauthiers Construction to do the annual manor inspections for a price of \$52.95 per manor. Mr. Nutley seconded and the motion carried without dissent.

### PRESIDENT'S REPORT

Mr. Anderson reported that during the Presidents Forum, all 18 Mutual presidents discuss things of common interest. Then they meet with GRF. There is no voting, just discussions. Reverse mortgages for condos only was discussed. Golf cart registration and electric golf carts overloading from charging was addressed. Third Mutual has had 3 fires because of charging these vehicles. Mr. Hughs said he doesn't think that was accurate. He believes the fires happened due to wiring issues. Water usage and the reduction of use was discussed. Regarding TARR, 2 Mutuels refuse to sign the changes as they were presented. They only want 100% approval. MOD purchased an Antimite machine that can see termites. There has been a 24% reduction in insurance rates. There will now be an independent auditor that doesn't work for the insurance company.

Ms. Gilbert reminded the membership that they need to have their own personal insurance for their manor.

Mr. Anderson advised the membership that when water is turned on after a mainline break, you may see some dirt. This is normal.

The issue of registration for golf carts was discussed for all of Rossmoor and GRF said they are not interested in handling this type of program.

### ORIENTATION – Jerry Priebat

Mr. Priebat reported that 13 residents attended the new resident orientation. He reminded them that they should get loss-of-use insurance coverage. Ms. Gilbert said everyone should have 2 years of coverage. The next meeting will be on March 10, 2015 at 10:00 a.m. in the Donner Room at the Event Center. Everyone is welcome.

## POLICIES/BYLAWS – Ken Anderson

Mr. Anderson reported that the Board wants to make some minor changes to some policies. After some discussion, the following motions were made:

Ms. Haydon motioned to add “washing or rinsing out of carports is prohibited” and leave off the text “except to clean up accidental spills”. Ms. Gilbert seconded and the motion carried without dissent.

Ms. Gilbert motioned to add #19 to section 3.0 of the policies. Mr. Nutley seconded and the motion carried by a vote of 4-0. (Ms. Turnier abstained.)

Ms. Haydon motioned to add to section 20.0, #7 with new wording and to delete the previous #7 wording. Ms. Gilbert seconded and the motion carried without dissent.

Mr. Nutley motioned to add the word “automatically” to the existing text under B – Golfports, #2-Rental. Ms. Haydon seconded and the motion carried without dissent.

Mr. Anderson reported that the complete new policy manual will be sent out in February.

## NEW BUSINESS

Mr. Nutley had some requests for guest parking signs. He asked if the Mutual would paint the curbing. Mr. Hughs reported that the downside to painting is that it is low and some people don't see it. It also needs to be maintained.

Mr. Anderson discussed guest parking spaces. Ms. Turnier advised that you can't park over 72 hours in guest parking. There was discussion about placing an article in Rossmoor News regarding guest parking. No decision was made.

## ANNOUNCEMENT

The next regular Board meeting: Friday, February 27, 2015 at 11:00 a.m. in the Donner Room at the Event Center.

## ADJOURNMENT

Having no further business, the meeting adjourned at 12:35 p.m.

/s/

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Nancy Turnier, Secretary  
First Walnut Creek Mutual