

MINUTES
FOURTH WALNUT CREEK MUTUAL
MONDAY, JULY 17, 2017 AT 1:30 P.M.
BOARD ROOM – GATEWAY

President Kelzer called to order a regular meeting of the Board of Directors of Fourth Walnut Creek Mutual at 1:30 p.m. on Monday, July 17, 2017 in the Board Room at Gateway complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: PRESENT:	Pauline Kelzer	President
	Sheldon Schwartz	Vice President
	Judi Southcott	Treasurer
	Jerome Neuman	Secretary
	Judy Becker	Director

ABSENT: None

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

Ms. Kelzer welcomed fourteen residents in attendance.

APPROVAL OF MINUTES

Mr. Neuman moved to approve the minutes as follows: June 19, 2017 – Executive Session, and June 19, 2017 – Regular Board Meeting. Mr. Schwartz seconded and the motion carried without dissent.

RESIDENTS' FORUM

The residents' forum was held. A resident thanked everyone for their help regarding the water issue. A resident stated the pieces of concrete at entry 8 have been removed, but the area is dry and barren. Ms. Kelzer suggested that the resident, Ms. Becker and Ms. Pollon should be able to come up with a plan to present to the Board for plantings in that area.

A resident wanted to know if the pest company will try to eradicate other rodents, too. Mr. Donner replied that they will address all rodents.

A resident reported leaves from trees come down and her concern is that they will cover the drains and this will be a problem in the rainy season.

A resident spoke about the Comcast offer. He thinks most people want a landline that stays on during an outage. He compared TiVo to Comcast. He reported that Sustainable Rossmoor would like to create an Electric Vehicle Policy.

MANAGEMENT REPORT

Mr. Donner reported that MOD is starting to do the 2018 budgets. They should have a copy of the 2018 draft budget by mid-August.

PRESIDENT'S REPORT

Ms. Kelzer reported that the Mutual has a contract from Animal Damage Management, Inc. to do pest control for the ongoing problem of the voles. Mr. Donner recommended signing the MOD contract which would use Animal Damage Management, Inc.

Mr. Schwartz moved to approve the contract through MOD using Animal Damage Management. Ms. Becker seconded and the motion carried without dissent.

Mr. Donner reported that once there is colder weather, the voles will go back to the hills.

Ms. Kelzer stated there is no water in seven entries for landscaping at the top of Skycrest. Ms. Pollon said the valve at 2100 was cut. They are working on fixing it.

Mr. Donner explained that the water will come on every day. Ms. Pollon will set them to run during the day so everyone can see that the water is coming on. She will only do this for a few days because it is a waste of water.

LANDSCAPE AND GROUNDS, FIRE CLEARANCE

Ms. Becker reported that Landscape is not ready to attack the lawn problems on a personal basis. There are too many requests and it is very costly.

They will adjust the water and then schedule the replacement of sod on a worse-case basis first and then entry-by-entry.

Ms. Pollon reported that they will reseed what they can.

Mr. Donner reported that a lot of cool season grasses are mixed in with lawns. The newer turf is drought-tolerant.

Ms. Pollon stated that they have started the MOD crew work days. The Mutual is only charged for the cost of materials, not labor.

Ms. Pollon reported the following:

LANDSCAPE MAINTENANCE REPORT-no change from June

LAWN MAINTENANCE: Irrigation is on, the system is checked regularly but if leaks or 'geysers' are spotted please report them to the work order desk as soon as possible.

ENTRY MAINTENANCE: Entry maintenance crews are on their summer schedule pruning shrubs for size control.

TREE MAINTENANCE: There are no pending tree removal permits at this time.

If you have landscape *maintenance* requests (pruning or irrigation), please direct them to the MOD work order desk. If you have other landscape requests please direct them to your Landscape Representative, Judy Becker.

WORK ORDER DESK

By phone: 988-7650

By email: WORKORDER@ROSSMOOR.COM

BUILDING MAINTENANCE REPORT

Ms. Kelzer commended Mr. West for doing such a good job.

Mr. West reported the following:

ACTION ITEMS: Proposal review and approval.

1. 1909 SC #9 - Hot and cold water line re-pipe due to low water pressure. Davis Plumbing estimate - \$5,356.35. (does not include put-back, drywall, etc.) Units #7, #8, #9, and #10 use the pipes and they should replace the pipes at the same time. The cost would be \$20,000 without any put-back.

Mr. Schwartz moved to accept the proposal from Davis Plumbing in the amount of \$41,209.15 for the put-back and repiping. Mr. Neuman seconded and the motion carried without dissent.

Mr. West reported that Foundation of California sent addendums to the contract for 1605/1609 Skycrest. The Board gave Mr. West the right to negotiate "usual and customary" terms.

INFORMATION ITEMS: Work in progress or completed.

1. 1509 SC . Landscaping – New installation of 2 underground perforated 3” drain lines and 2 drain boxes with metal grates. – Bright View \$2,749.74 (work in progress).
2. 1910 SC #8 – Removal & replacement of 247 SF of concrete at rear patio due to extensive cracking. – Five Star Estimate \$6,181.00. (scheduling).
3. 2109 SC #2 – Replacement of dry rotted Beams under back balcony. EmpireWorks - \$2,660.00 (work in progress).
4. 2128 TC – Five Star interior work to complete all eight units. Estimated cost \$99,450.00. (work in progress).
5. 1605 SC / 1609 SC – Building Leveling – Foundation Of California’s cost \$198,744.00. (Scheduling).
6. 1909 SC Bldg. – Davis Plumbing installed new main line under building including shut off valves. \$11,990.70 (completed).
7. 2128 TC – Landscaping – Installation of new landscaping around building. Terra Landscape \$8,020.00 (completed).
8. 2001 SC #2 & #4 Exterior storage doors. Ahumada Constr. \$2722.00. (completed).

Ms. Southcott moved to conduct a Town Hall meeting in August to explain and discuss the foundation and restoration project at 1605/1609 Skycrest, including the project funding and the need to replace reserve funds. Mr. Neuman seconded and the motion carried without dissent.

Options will be presented at the meeting.

Mr. West suggested that they present the 10-year spreadsheet at the meeting, too.

ARCHITECTURAL CONTROL AND ALTERATIONS; COMPLIANCE

Ms. Kelzer reported that this was a routine month. There was one non-standard application for a pet door. It was declined because there is a rule that pets cannot be off leash when outside.

The Board is working on compliance issues.

EMERGENCY PREPAREDNESS COMMITTEE

Steve Adza reported that EPO meets on the first Monday of the month.

The second FRS class will be the first Monday in August.

CERT will meet tomorrow at Creekside.

There is a new drainage design at 1409 Skycrest, Entry 8. We are waiting to see if this is a good design.

There are some concerns at 2128 Tice Creek where smaller drain covers are imbedded in the concrete.

Trees may need more attention regarding trimming.

Mr. Adza is monitoring drainage.

COMMUNICATIONS COMMITTEE

Ms. Kelzer reported that Penny Wade did a great job on the newsletter. Ms. Wade said she hopes to do one in October.

Mr. Brown reported that the website is moved and is operational. The newsletter is on the site.

Ms. Kelzer reminded everyone that the Annual Meeting Dinner is on August 10th. She thanked Caryl Adams for her work. Seventy people have registered so far.

Ms. Southcott reported that the Board will make a decision by December regarding the Comcast offer for telephone and DVR service. She will provide a survey at the Annual Meeting. Mr. Brown will provide pros and cons for the services.

POLICY COMMITTEE

Ms. Southcott reported that the committee has completed its review of the existing Mutual policies. Two new policies on Electric Vehicle Charging Stations and Solar Power have also been reviewed.

Mr. Schwartz moved that the Board direct the Policy Committee to send the June 2017 Proposed Policy Revisions to the attorney for legal review. Mr. Neuman seconded and the motion carried without dissent.

OFFICERS REPORTS

1. President's Report: Ms. Kelzer reported that a member offered to do a parking survey.

Ms. Southcott moved to have a Task Force created to do the parking survey and appoint Kate Williams as the chair. Mr. Schwartz seconded and the motion carried without dissent.

Mr. Schwartz and Mr. Neuman will liaison with Kate Williams.

2. Vice President: No report.
3. Treasurer: Ms. Southcott reported as of July 9, YTD the operating fund is under budget (has revenue favorable over expenses) by \$39,825. The YTD Reserve Fund balance is \$865,690. During the month of June, expenses were generally in line with budgeted amounts.
Fourth Mutual continues to have one account that is currently in collections and one additional account that is 90 days overdue.
Ms. Southcott will make a motion later in the meeting regarding a Town Hall meeting.
Mr. Schwartz emphasized the importance of disclosure to the membership. The Board should continuously educate the membership. It is also important to monitor accounts and place liens when needed.
4. Secretary: No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENT

The next meeting is the Annual Meeting scheduled for August 10, 2017 at 4:00 p.m. at the Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:22 p.m.

/s/ _____
Anne Paone, Assistant Secretary
Fourth Walnut Creek Mutual

***The Board of Directors met in executive session on June 19, 2017 at 3:35 p.m. to discuss the following:

1. Delinquent accounts: The Board will send an account to collections and invite resident to a hearing. The Board agreed to waive some minor fees.
2. Compliance: Fine imposed on accounts #04020059 and #04024010 for various violations.
3. Legal Counsel: Board to continue search for comparable services.
4. Contracts: Board retained services of resident for Routine Preventative Maintenance.

Having no further business, the executive session adjourned at 5:15 p.m.