

MINUTES
FOURTH WALNUT CREEK MUTUAL
MONDAY, SEPTEMBER 19, 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, September 19, 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 Rebecca Pollon, Landscape Manager; Rick West, Building Maintenance Manager; and Anne Paone, Administrative Secretary. Paul Donner, Director of Mutual Operations was excused.

Mr. Cardinal welcomed fourteen residents in attendance.

RESIDENTS' FORUM

Jan La Vigne – Ms. La Vigne wants to add windows to her unit at 2128 Tice Creek. She cannot do that at this time because of work that will be done to the building. She asked if she could put up a plastic sheet to protect items on her balcony. Mr. Cardinal did not approve because no one knows exactly how long the plastic would have to remain. She will have to wait until the work on the building is completed.

Linda Sterling – Ms. Sterling advised the Board and the residents that there are plants that are toxic to small animals planted around the Mutual. She wants the plants near her fence removed. She asked for a copy of the first report done by GEC. Mr. Cardinal stated that when the Board has the final reports they may be seen by the residents. Ms. Sterling reported that some windows are installed by neighbors, but are not legal. She can't install her windows yet. She was advised that they must be the correct size.

Judy Becker – Ms. Becker did not want to see the Board in executive session. She stated that she has a map from the Walnut Creek Planning Commission. She stated that the Contra Costa County policy says that anyone who purchased with a view may keep the view. She is unhappy about the Oleanders that are planted behind her unit. She believes they are too tall.

Judi Southcott – Ms. Southcott said that the area between 2001-2101 Skycrest has a wonderful view. There are no walkways or sitting areas there. It has woodchips, not grass. The Oleanders along the hillside block the view. They are about 10 feet tall. She asked that the area be reviewed and the oleanders removed from the area.

Sheila Gorsuch – Ms. Gorsuch thanked the Board for the dinner and wine at the annual meeting. She suggested that the Board sit on risers for the next dinner meeting. It was difficult to see them. It was mentioned that the Go Fourth newsletter will have photos of Board members and a short bio. Ms. Gorsuch asked about weed abatement. She wanted to be sure that GRF does their portion.

Carl Brown – Mr. Brown stated that he has a neighbor who owns a Tesla. Mr. Brown wants to volunteer to help the Board in regards to electric vehicle charging stations. He can work

with MOD and PG&E. Mr. Cardinal reported that there is a new policy regarding electric vehicle charging. After the attorney reviews them, the members will all receive a copy for a 30-day comment period. Ms. Partovi stated that she can send Mr. Brown the draft policy now.

Ryoko Aoyagi – Ms. Aoyagi asked about the new Comcast plan offering a landline and DVR for a discounted rate. Mr. Cardinal reported that the Board will decide if these should be added. Ms. Aoyagi requested that the Board add the phone service through Comcast. The Board is not ready to make a decision yet.

Mr. Cardinal stated that the Board will do its best to keep views for the residents.

APPROVAL OF MINUTES

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

(This included July 18, July 21, June 16, August 18, and August 23 minutes. May 5-E.S., August 9-E.S)

ENTRY REPRESENTATIVE'S REPORTS

Entry 15 representative, Judith Becker, requested that if there are enough funds, she would like a path and bench installed in the view area.

Entry A, Tice Creek, Anita King asked that the new shrubs and lawn that were installed behind her house have yellow/brown spots. Ms. Pollon will look at the area.

MANAGEMENT REPORT: Paul Donner

Rick West reported on behalf of Mr. Donner. There is \$56,523 in the operating fund and \$837,157 in the reserve fund. The Mutual is \$11,429 over budget in Building Maintenance and Professional Services.

PRESIDENT'S REPORT: Don Cardinal

Mr. Leinbach attended for Mr. Cardinal. Mr. Leinbach reported that there had been a fire in Mutual Eight. It was suggested that maybe Fourth Walnut Creek Mutual and Mutual Eight work together to speak to PG&E.

Mr. O'Keefe reported that GRF is considering a program called Nixle, which is a system for communicating via email or cell phone to alert residents to events such as fires or water shut-off. GRF would pay for the service.

Co-occupancy issues were discussed. There will be a new form that removes GRF from the process. It may be a better way to register people.

There was a discussion on Comcast.

LANDSCAPE AND GROUNDS, FIRE CLEARANCE:

Ms. Seltzer reminded the residents that if maintenance is being done, workers are not to be interfered with or directed to do work. If the resident has any questions, they should notify the Board.

Mr. Cardinal reported that new lighting has been installed. One area is being vandalized. The bulbs are being stolen. If a resident sees something, please bring it to the Board's attention. If the lights are shining in a resident's window, they can be redirected.

Ms. Pollon reported the following:

LAWN MAINTENANCE: Mowing is currently weekly but as the weather cools and growth rates slow the schedule may vary slightly. Lawns are being watered every 2-3 days. Reports to the work order desk are always appreciated if you see brown spots appear in turf.

ENTRY MAINTENANCE: Entry crews are working on scheduled pruning, spot spraying weeds, general entry cleanup. In November the focus will turn to leaf cleanup.

TREE MAINTENANCE: A permit has been granted for the large remaining Monterey Pine in entry 11 due to Bark Beetle infestation. Permits have been submitted to the city for two pine trees behind unit 1609 in entry 10. Both are heavily infested with Pine Bark Beetles. No other tree removal permits are outstanding.

LANDSCAPE REHAB: Plant replacements will begin during your next MOD work period at the end of September/beginning of October. Scheduled lawn removal and replacements have finished.

BUILDING MAINTENANCE REPORT

Mr. West reported the following:

ACTION ITEMS: Proposal review and approval.

1. 2128 TC – Building Re-leveling Bid (Board to approve contract from Ned Clyde Construction for the amount of \$180,980.00).
Board approved contract at the August 18, 2016 meeting.
2. 1605 SC #18 / 1609 SC #19 – GEC to conduct core sampling survey. This survey is needed before the structural Engineer can put a scope together for the Mutual's bid package. Estimate \$6,800.00 (To be approved by the Board).
(\$3,400 per building)
Ms. Seltzer moved to approve the core sampling survey by GEC in the amount of \$6,800. Mr. Leinbach seconded and the motion carried without dissent.
3. Rear balcony (all buildings) inspections by Jim Hogue. Estimate \$4,340.00 (To be approved by the Board).
Ms. Seltzer moved to approve the rear balcony inspections by Jim Hogue in the amount of \$4,340. Mr. Leinbach seconded and the motion carried without dissent.

They will be inspecting beams looking for dry rot.

INFORMATION ITEMS: Work in progress or completed.

1. 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. (work in progress). There was also a hole in the gutter that allowed water to leak down the wall.

2. 2016 Roofing Project - Building #2116 TC and 8 carports (completed).
3. 2128 TC – 2ND Floor Level Survey conducted by GEC. (Completed).
The building is not moving any farther.
4. New 10-year Lithium battery smoke detectors - Sang Electric (completed).
5. 1910 SC Bldg. – Replacement of posts and deck beams due to dry rot. AMAC (completed).
6. 2116 TC Bldg. – 3 mutual skylights cracked. Sorenson replacement. (Completed).
7. 1605 SC #18 / 1609 SC #19 – GEC conducted floor level survey. (Completed).
8. 1617 SC #24 – New fence - Five Star. (completed).

ARCHITECTURAL CONTROL AND ALTERATIONS; COMPLIANCE:

Mr. Cardinal reported that YTD, there were 31 completions, 28 processed and 17 permits issued.

EMERGENCY PREPAREDNESS COMMITTEE

Sheila Gorsuch reported that the entry coordinator list is being updated. Half of the entries in Rossmoor are covered.

CERT training and other meetings are publicized in the Rossmoor News. Upcoming events include the regular meeting on October 3. There will be training on how to be prepared. There will be a fair at Hillside next Saturday. There will be prizes. The Board thanked Ms. Gorsuch for her report.

COMMUNICATIONS COMMITTEE

Newsletter - Ms. Buonaccorsi reported that the newsletter was delivered to the residents. She thanked Sheila Gorsuch for her contribution. Ms. Seltzer thanked Ms. Buonaccorsi and Ms. Partovi for all of their hard work.

POLICY COMMITTEE

Ms. Partovi reported that the Board has gone through all of the policies. Solar and Electric Vehicle Charging are new policies. They will probably be sent to the attorney this week. Mr. Cardinal stated that Ms. Partovi has done an amazing job putting the policies together.

OFFICERS REPORTS

1. President's Report: None
2. Vice President: None
3. Treasurer: None
4. Secretary: No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mr. Cardinal reported that Mutuals are charging people for electric golf cart charging. The Mutual would like to charge \$150.00 per year.

ANNOUNCEMENT

The next regular board meeting is scheduled for October 17, 2016 at 1:30 p.m. in the Board Room at Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 2:48 p.m.

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