

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, MARCH 20, 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. Four resident members were also present.

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

Excused: Steve Ormond

APPROVAL OF THE MINUTES

Mr. Rowe asked for any additions or corrections to the minutes of the regular Board meeting of February 20, 2014. Hearing none, he declared them approved as written and reviewed.

MEMBERS' FORUM

Sydne Weiner of 1281 Avenida Sevilla 1A, Entry 2 asked if the pad in front of the front door is common area. Mr. Rowe responded that it is common area and although residents may place decorative items on it, they cannot interfere with emergency access.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Cruson reported that the operating fund is fine. The Mutual has spent \$26,500 from reserves on elevator repairs. Therefore, the Mutual is approximately \$15,000 over budget. Mr. West commented that there was \$1,600 spent on elevator repairs and the rest was spent on the elevator shafts. Mr. Donner advised that these expenses should be re-classified to Building Maintenance.

LANDSCAPE REPORT

Mr. Rowe reported that the committee discussed the new landscape form and they were pleased that their input was included.

MUTUAL OPERATIONS REPORT

Mr. West discussed the spreadsheet that he is creating for the Board. He has reworked it to include information that the Board requested.

Mr. West reported that AMAC/Stoddard Plumbing has not provided the estimate for the installation of the sewer cleanouts yet because they are waiting for the City Inspector to determine whether permits will be necessary. He expects to have pricing for the April meeting.

Manor 3622 Terra Granada has termite damage and the job is on hold until the bids are approved.

The Board discussed the bidding process and wants the bid presented to have the window portion removed from the bid. That would not be a Mutual cost.

Mr. Cunningham motioned to accept Toupin Construction's proposal for a NTE in the amount of \$9,707.00 for work at 3622 Terra Granada. Ms. Dietschy seconded and the motion carried without dissent.

The Board expects that number to go down because the window work will be removed from the proposal.

Mr. West is still waiting for the detailed invoice for 3425 Terra Granada regarding the oil on the floor in the control room.

The outstanding amount of \$30,000 has not been received yet for 3425 Terra Granada.

MOD will call owners from their compiled list to make appointments to repair the deck holes.

The damaged garage door at 1289 Avenida Sevilla has been replaced and the stucco is done. It just needs painting.

The bids for the 2014 roofing Phase 2 Flat Roof Replacement Project are going back out due to a new scope of work.

The elevator shaft repairs at 3330 and 3535 Terra Granada have been completed. There was water damage from roof leaks.

The water in the pit at 3288 Terra Granada has been removed. Five hundred gallons of water was pumped out. Mr. West has been asked to get a cost to seal the concrete. The other three elevators are fine.

Otis Elevator is in the process of getting the elevator at 3874 Terra Granada in working order. It had a valve problem, but it is covered under warranty. The roof tiles need to be adjusted and repaired over the elevator shaft. Mr. West commented that this will be done on Monday.

A resident inquired about the status of 3425 Terra Granada (2A, 2B, and 2C). Mr. West reported that Stoddard Plumbing will check the drain line with a camera to confirm that it is clear.

Emergency Preparedness Committee

Ms. Dietschy reported that a Map Your Neighborhood meeting was held in Entry 3. Sixteen manors were represented by both residents. Every neighborhood should know where to gather if there is an emergency. The meeting was very successful.

ALTERATIONS

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

GOVERNING DOCUMENTS

Mr. Rowe commented that the written statements from residents were taken into consideration by the Board and the committee. Some suggestions were incorporated into the new operating Rules. Mr. Rowe advised that any rule may be changed in the future.

Mr. Cruson motioned to formally adopt the Operating Rules as presented. Mr. Matthews seconded and the motion carried without dissent.

The documents will be sent to the printer and mailed out by April 3, 2014.

OLD BUSINESS

Mr. Rowe reported that the Mutual's attorney has responded to a letter sent by 1277 Avenida Sevilla regarding the Board's decision to advise the owner that his hardwood floors must be covered with carpet at resale. The Board reviewed all documents and the Board's policy regarding floors stands.

Mr. Rowe commented that the Walnut Creek Police Department has had an increased presence in Rossmoor. He sent a letter representing the Mutual to voice their appreciation and to thank them.

Mr. Cruson asked Mr. Donner about the sealcoat issue at entry 6, in particular. He wanted to know how the third party performed the test to determine that there is no problem. The report stated that there were no signs of tracking, premature wear, or breakdown of the sealcoat. Mr. Donner did not have that information. Since it is still tracking into homes, Mr. Rowe commented that this issue is still open.

NEW BUSINESS

Mr. Rowe reported that the Board elections will be coming up. Mr. Matthews and Ms. Dietschy are up for re-election. The announcement will be published in the Rossmoor News. The Annual meeting will be June 20, 2014.

ANNOUNCEMENT

The next regular board meeting: Thursday, April 17, 2014 at 2:00 p.m. in the Board Room in Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:15 p.m.

/s/

Ellen Dietschy, Secretary
Walnut Creek Mutual Seventy