

MINUTES

FIRST WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
FRIDAY, MARCH 28, 2014 AT 11:00 A.M.
DONNER ROOM – EVENT CENTER

PRESIDENT Sue Adams called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, March 28, 2014 at 11:00 a.m. in the Donner Room, Event Center, Walnut Creek, California.

PRESENT: Sue Adams, President, District 3
Ken Anderson, First Vice President, District 4
Shanti Haydon, Second Vice President, District 5
Barbara Gilbert, Treasurer, District 2
Margaret Woodside, Secretary, District 1

EXCUSED: None

Staff was represented by Paul Donner, Mutual Operations Director; Doug Hughs, Building Maintenance Manager; Rick Chakoff, Chief Financial Officer; Rich Perona, Landscape Manager; and Anne Paone, Administrative Secretary. Stephanie Hayes of Hughes, Gill and Cochrane was also in attendance.

Ms. Adams welcomed the 32 residents in attendance.

APPROVAL OF THE MINUTES

Mr. Anderson moved to approve the minutes of the regular Board meeting of February 28, 2014 as written and reviewed. Ms. Gilbert seconded and the motion carried without dissent.

LANDSCAPE REPORT

Mr. Perona reported that starting in the middle of March mowing is now weekly.

LAWN MAINTENANCE: System checks are underway. Areas will be evaluated to see how irrigation can be modified to reduce overall consumption. Crews are checking for any breaks. Turf was fertilized with Turf Supreme, and will be treated with crabgrass control. Turf areas will be aerated in April.

ENTRY MAINTENANCE: Crews are performing winter pruning on Hypericum and Oleander shrubs. Small trees under 12' will be pruned. Crews are beginning the monthly rotation for entry maintenance.

TREE MAINTENANCE: The crew has completed the pruning of trees on Oakmont Drive. An application was sent to the City of Walnut Creek for tree permits to remove two Liquidambar trees at 1316 Oakmont Dr, #8, entry 7.

LANDSCAPE REHAB: Crews have completed requests for the district reps and other areas along main roads. The entry rehab of Rockledge entry 7 has been completed. Areas of widespread damage will be analyzed to see if replacements should be installed. Annual color beds will be replaced in April.

RESIDENTS' FORUM

Judy Foley, Golden Rain Rd. - Ms. Foley reported that the members are not notified when power washing would be done. She gave recommendations to the Board regarding notifications. She commented that front loaders take less water than top loading washing machines.

Karl Hoenke, Golden Rain Rd. – Mr. Hoenke asked about the process for maintaining his carport rental contract. He received the price increase even though his contract is not up yet. Ms. Adams and Ms. Gilbert said they will speak to accounting to advise them that the new prices start once the current contract expires.

John Nutley, Golden Rain Rd. – Mr. Nutley reported that the committee presented its recommendations to the Board for the Trust Agreement.

Jackie Purdy, Golden Rain Rd. – Ms. Purdy asked if Securitas logs in outages. Mr. Hughs commented that they do and they will contact PG&E. PG&E has changed a lot of their lines. PG&E has marked the driveways with different colors to alert them to various wires of other companies.

Teresa Brock, Oakmont Way – Ms. Brock commented that there frequently are items left in carports. She wanted to know who cleans them out. Mr. Anderson responded that it is the owner's responsibility and that letters are sent out. She would like a letter sent to all 20 owners in the entry. Mr. Hughs said he can have a letter delivered to each residence in Entry 9.

Irene Malchaksi, Golden Rain Rd. – Ms. Malchaski wanted to know if FWSM residents can use golf ports in any entry. The answer is yes. Currently, FWCM charges \$60.00 per year. However, the resident cannot put the golf cart in the carport and their car in guest parking.

Karin Reinhardt, Fairlawn Ct. – Ms. Reinhardt has a question about what is being done to lessen the geese population. Mr. Donner commented that they are doing the same process as last year. They have started identifying nests. They still oil the eggs.

Carol Ostiguy, Fairlawn Ct. – The buildings are being rehabbed and Ms. Ostiguy has a question about selecting the color. Mr. Hughs commented that there are 6 color schemes offered that the resident may select from. Carports and laundry rooms will be different colors.

TREASURERS REPORT

Mr. Chakoff reported that the operating fund for the past 2 months has a surplus of \$75,000. Building maintenance is over budget, but this is due to some seasonal work, such as gutter cleaning.

Ms. Gilbert reported that she met with the attorney and that action will be taken on accounts that are past due. She reminded the membership that the first \$25 in late fees may be forgiven if the owner is on ACH.

Mr. Chakoff reported that there are two treasury notes due in April and June. He recommends the Mutual replace them with two three-month treasury notes. This allows a greater level of liquidity.

Ms. Gilbert motioned to replace the two expiring treasury notes with two three-month treasury notes, as recommended by Rick Chakoff. Mr. Anderson seconded and the motion carried without dissent.

Ms. Almon reported that the membership should continue to watch water usage. Ms. Gilbert and Ms. Almon attended the annual audit and everything looked fine. Mr. Chakoff is doing research on the CDARs program. This is a CD bundling program.

The committee has been writing an electric vehicle policy. They are asking the Board to approve the policy and would like to mail it out with the audit mailing. This would allow for membership comment. People are plugging directly into their carports and that causes stress on the wiring.

Davis-Sirling has specific language regarding electric vehicle charging.

Ms. Adams commented that Mr. Donner, Mr. Hughs, and the Mutual attorney, Stephanie Hayes, have met to provide the Board with input regarding electric vehicle charging.

Ms. Hayes discussed the provision in Davis-Stirling that states that owners shall be permitted the ability to install electric vehicle charging stations. There are various stipulations that go along with a request to install.

A lengthy policy has been drafted to address this issue. Modifications have been made to the alteration policy and the carport policy to address electric vehicle charging.

MUTUAL OPERATIONS REPORT

Doug Hughs reports the following:

CARPENTRY- Crews have been working in Golden Rain , entry 14 and Fairlawn Court, entry 1. They have rehabbed seven buildings so far in spite of the recent rains the last two months. Painters have been right behind them.

FOUNDATION STABILIZATION – Acustruct Construction has received the permit and is now coordinating manpower to complete the work to stabilize a section of the

foundation located at 2101 Tice Creek Drive, manor #1. They are scheduled to start the work in the middle of next month.

Seven Monterey/Carmel bridges are slated for replacement this year. They are as follows: 2408 Golden Rain, Entry 16; 2416 Golden Rain - Both Bridges, Entry 16; 2409 Golden Rain - Both Bridges, Entry 17; 2549 Golden Rain, Entry 18; and 2557 Golden Rain, Entry 18

Ms. Gilbert motioned to approve the contract with Gauthiers Construction in the amount of \$143,311.00 to replace these seven bridge ways. Mr. Anderson seconded and the motion carried without dissent.

Mr. Donner reported that he doesn't think the Mutual should paint the steps. He recommends that the Mutual allow a resident to paint steps under an alteration application. It would be the resident's responsibility.

PRESIDENT'S REPORT

Ms. Adams reported that two out of eighteen Presidents have refused to change the Trust Agreement. It is currently set at 100% of the Mutuals and Golden Rain needed to make any changes.

ORIENTATION – Jerry Priebat

Mr. Priebat commented that he enjoys providing orientations for new owners. The owners always seem very interested. Next session will be on May 13, 2014 at 7:00 p.m., Donner Room, Event Center.

SAFETY AND DISASTER PREPAREDNESS COMMITTEE

Ms. Woodside could not attend the meeting. Ms. Almon reported that a flyer was in the Rossmoor News with information for the residents and the Rossmoor phone book has information on how to prepare for a disaster.

The next Safety and Disaster Preparedness meeting: Wednesday, May 21, 2014 at 9:30 a.m., Board Room (Gateway).

TRUST AGREEMENT REVIEW 7 REVISION MONITORING COMMITTEE – Mary England

Mary England reported that the committee has existed for fourteen months. The committee sent the Board ten recommendations from the committee regarding the Trust Agreement.

Ms. Gilbert motioned to accept the ten recommendations made by the Trust Committee on September 28, 2013. It was seconded by Ms. Woodside. The motion carried without dissent.

The committee has decided to hold their request for a vote on the SWCM resolution.

POLICIES/BYLAWS - Sue Adams

Ms. Adams asked Ms. Paone to explain the procedure for adopting amended Bylaws. She reported to the membership that the draft amended Bylaws will be sent to the membership for a 30-day comment period. Two weeks into the comment period, the Board will have a town hall meeting where the membership may write down any comments regarding the changes to the Bylaws. The Board will take the recommendations under advisement and incorporate whatever changes they deem appropriate. Then the changes will be sent out with a ballot for the membership to vote yes or no to accept the changes. The membership will have 30 days to return the ballot. A cover letter will be included advising of the date, time, and place for the town hall meeting.

Ms. Adams asked for a motion to approve the draft of the amended Bylaws.

Ms. Gilbert motioned to approve the draft of the amended Bylaws. Ms. Haydon seconded and the motion carried without dissent.

NEW BUSINESS

The Board will be meeting with Moxxy to see if they like their website presentation and think it will be beneficial to FWCM. There will be a link on the Rossmoor website to FWCM's website.

ANNOUNCEMENT

The next regular Board meeting: Friday, April 25, 2014 at 11:00 a.m. in the Donner Room at the Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 12:15 p.m.

/s/

Margaret Woodside, Secretary
First Walnut Creek Mutual