

## MINUTES

### FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, AUGUST 22, 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, August 22, 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

EXCUSED: Margaret Woodside, Secretary, District 1 (Resigned)

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.

Ms. Adams welcomed the 15 residents in attendance.

Ms. Adams reported to the membership that Ms. Woodside has an injury from a fall and has decided to resign from the Board and the Safety and Disaster Preparedness Committee as Chair.

### APPROVAL OF THE MINUTES

Mr. Anderson moved to approve the minutes of the regular session Board meeting of July 25, 2014 and the minutes of the Special Board meeting of August 11, 2014 as written and reviewed. Ms. Gilbert seconded and the motion carried without dissent.

### LANDSCAPE REPORT

Mr. Perona reported that fertilization of lawns will be done this week. The corner of Tice Creek and Fairlawn has been a problem for visibility for traffic. The landscaping was cutback to improve visibility. EBMUD offers some rebates, if certain criteria is followed. There is a large lawn between Tice Creek B and AA. They are looking at removing the lawn and doing a park-like planting. Jason of Valley Crest will submit a plan and the cost. EBMUD has mandated only 2 days of watering. Trees that may look dead may just be dormant.

Ms. Adams thanked Mr. Perona for taking such good care of FWCM.

LAWN MAINTENANCE Mow schedule is weekly.

Irrigation systems are on. All landscape irrigation has been reduced to two days a week per EBMUD mandate.

Lawns are being fertilized this week with sulfur coated urea, a slow release fertilizer.

**ENTRY MAINTENANCE** Crews are working on pruning various shrubs and groundcovers throughout the mutual and spot spraying weeds.

**TREE MAINTENANCE** Two dead Pines were removed at Golden Rain Entry 11 and a dead Calif Live Oak at the back slope area behind Golden Rain Road entry 12 laundry room.

**LANDSCAPE REHAB** Landscape rehab crews are still spreading mulch, they have about 150 yards remaining.

### RESIDENTS' FORUM

Alexis Harrit, Oakmont Way - Ms. Harrit discussed the short-term leasing policy. Ms. Adams explained that an owner may lease the manor for up to three months in a year. An owner may lease their manor for up to one year for the life of their ownership. Once a manor is leased for more than three months, the one-year leasing rule is activated. There was some discussion and Ms. Adams suggested it be discussed at the September meeting when the policies will be open to comments.

### TREASURERS REPORT

Ms. Gilbert reported that the aging report looks good. She reminded the membership to tell their heirs to continue paying the coupon until they decide what they want to do with it. As an aside, don't dump everything in to the recycle bins when cleaning out the manors. Neighbors cannot use the garbage. Take what you can up to MOD. Mr. Donner reported that MOD cannot take styrofoam, mattresses, old furniture or appliances.

Mr. Chakoff reported that the Mutual's operating fund for the month of July and YTD is \$5,000 under budget. There is \$24,000 in landscape maintenance which is rehab money that hasn't been spent yet. Utilities are \$79,000 under budget and as the Mutual waters more this will change; building maintenance is \$25,000 over budget much of which is carpentry. Insurance is \$56,000 over budget and that is due to shared deductibles.

Ms. Adams explained the shared deductible insurance program. The Mutual that has the event puts in the first \$10,000 toward the \$100,000 deductible. The rest of the Mutuals share the \$90,000, including the Mutual that had the event. The contributions are based on the number of doors in the Mutual.

Mr. Chakoff reported that the money has been deposited to City National Bank for the C-DARS program. The Mutual has \$4,755,000 in total investments.

Ms. Adams thanked Mr. Chakoff and his department for their work.

Ms. Almons reported that the Mutual is in compliance with the Federal Law. She explained that the Mutual only budgets for actual expenses. They do not budget for fires. The next Budget and Finance meeting is on September 24<sup>th</sup> in the Donner

Room. There is an open position on the Budget and Finance Committee. There will be an article in the Rossmoor News.

### MUTUAL OPERATIONS REPORT

Mr. Donner reported that the Water Conservation Fair was today. There wasn't the turnout that was expected. There will be another Fair next Friday. Owners can get the conservation kits from EBMUD.

Ms. Adams reported that the Mutual is working on replacing the old air conditioners because they waste a lot of water. This will be a long process.

Doug Hughs reported the following:

CARPENTRY-Carpentry crews have been working in Golden Rain Road entry 6 and Oakmont Drive entries 9 and 12. They have completed 20 buildings and 29 carports so far. Painters have been keeping up right behind them.

ROOFING- We are 75% complete with our roofing program which includes 4 building roofs, 3 laundry room roofs and 20 carport roofs. The remaining 14 carport roofs will be complete in the next 4 weeks.

MONTEREY/CARMEL BRIDGEWAYS- Gauthier's Construction has started the bridge replacement work. They are currently working up at 2557 and 2549 Golden Rain Road entry 18 replacing those two bridges. They will then move down to entry 17 and then finish up on entry 16 Golden Rain Road. All 7 bridge ways should be complete by the second week of October.

PG & E- PG & E crews are working up on Fairlawn court in Entries 1, 3 and 5 boring underground and running new electrical feeds. They estimate completion middle of next month.

### PRESIDENT'S REPORT

The new Bylaws were approved by 93% of the official ballots returned. They will be sent out with the new policies. At their September 26th Board meeting, the Board will listen to any comments from the membership regarding the new policies. Only the policies that have changes are being mailed out. You may compare the old and new by going to the First Walnut Creek Mutual website at Rossmoor.com and clicking on the policies.

Ms. Adams announced that her seat for District 3 is up and yesterday was the last day for members to announce their candidacy. Nancy Turnier submitted her candidacy and she will be elected by acclamation to fill her position.

EBMUD was at the Forum and reported that the 2-day watering mandate is now in effect.

ORIENTATION – Jerry Priebat

The next meeting will be on September 9 at 10:00 a.m. in the Donner Room at the Event Center.

SAFETY AND DISASTER PREPAREDNESS COMMITTEE

No report.

TRUST AGREEMENT REVIEW 7 REVISION MONITORING COMMITTEE

Ms. Adams reported that there is currently no Trust Committee for FWCM.

POLICIES/BYLAWS - Sue Adams

They are being mailed out by August 27th.

NEW BUSINESS

None

ANNOUNCEMENT

The next regular Board meeting: Friday, September 26, 2014 at 11:00 a.m. in the Donner Room at the Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:55 p.m.

/s/

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Anne Paone, Assistant Secretary  
First Walnut Creek Mutual