

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, FEBRUARY 20, 2014 AT 9:00 A.M. PEACOCK HALL – GATEWAY COMPLEX

President Barbara El-Baroudi called to order the regular meeting of the Board of Directors of Second Walnut Creek Mutual at 9:00 a.m. on Thursday, February 20, 2014 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: Present: Barbara El-Baroudi, President
Sandy Skaggs, Vice President
Clay Dunning, Treasurer
Richard Unitan, Secretary
Pat Dulmage, Director

Excused: None

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Mark Marlatte, Building Maintenance Manager; and Anne Paone, Administrative Secretary.

There were 20 residents in attendance.

APPROVAL OF THE MINUTES

The minutes of the regular session Board meeting of January 23, 2014 were approved without dissent as written and reviewed.

RESIDENTS' FORUM

Jerry Harris, Canyonwood Ct., Entry 9 – Mr. Harris shared various concerns with the Board. Concern number one was regarding people from other entries parking in Entry 9 in guest parking and in the entrance to the entry. Mr. Dunning responded that Securitas should be called and they will cite the vehicle. Another concern was that when contractors' trucks are backing up, there is no one to stay to the side behind the truck to guide it. People could get hurt. The last concern was regarding dogs doing their business on lawns. Ms. El-Baroudi suggested an article might be placed in the Rossmoor News.

Fern Hendersen, Singingwood Ct., Entry 8 - Ms. Hendersen wanted to thank Rich Perona and the landscaping crew for the beautiful job they did with the landscaping. They are also taking over her garden and are doing a wonderful job with it.

Patty Smith, Tice Creek Dr., Entry 1 – Ms. Smith is concerned that the sprinklers went on after the rain. The ground near the back of the building is covered with moss.

Another issue is the trees in front of the manor at 2708 Tice Creek Drive. They are leaning and have no buttressing. The roots are cracking the walkway. Ms. Dulmage will make sure that Mr. Perona checks the trees.

Mr. Donner commented that the water should not have gone on and the computer system needs to be checked.

Yanna Hunter, Leisure Lane, Entry 7 – Ms. Hunter is concerned about the water hoses located at the carports. She was advised that they are individually owned. Another concern was that someone is throwing pieces of cut-up apples and oranges outside by the end unit for wildlife to eat. This would not only bring wildlife, but unwanted critters such as rodents. Ms. El-Baroudi asked Mr. Donner if perhaps landscaping can pass out some flyers reminding people not to feed the wildlife. Mr. Donner believes that they might have some pamphlets, too. Her final concern was the laundry rooms and the fact that people don't clean up after themselves. The doors are always wide open. Ms. El-Baroudi was concerned about wildlife getting into the laundry room. In addition, the garbage areas at Entry 7 are a mess. Mr. Unitan said he will look into power washing the area.

Bea Fexa, Tice Creek Drive, Entry 7 – Ms. Fexa was wondering when there will be a rehab done for Entry 7. The driveway is cracking. Mr. Marlatte will look at the driveway. The building rehab is about 5 years away, but some issues can be addressed. Landscaping rehab will follow the building rehab, but Ms. Dulmage advised her that if she has any landscaping issues, she would be happy to come out and meet with her.

Patricia Mirabelli, Leisure Lane, Entry 7 – Ms. Mirabelli asked the Board if they have set aside any areas as Designated Smoking Areas. Ms. El-Baroudi commented that it will be discussed later in the agenda. In addition, Ms. Mirabelli wanted to know if she may extend out her storage area in the carport. Mr. Marlatte commented that by March or April, he will have the standard designs for extending the storage area. She would go to Mod for the information needed.

LANDSCAPING REPORT – Rich Perona, Landscape Manager

On behalf of Mr. Perona, Mr. Donner reported that landscape maintenance is routine. Lawns will be fertilized in late February or early March with Turf Supreme, a balanced fertilizer. Crews are concentrating on monthly schedules, pruning shrubs and groundcovers and spot spraying weeds. Waraner Brothers Tree Service handles all work orders. Mr. Perona has applied to the City of Walnut Creek for a tree removal permit. The crew is currently working on Singingwood Ct., Entry 8 for landscape rehab.

BUILDINGS AND FACILITIES REPORT – Mark Marlatte, Bldg. Maintenance Mgr.

Mr. Marlatte reported that carpentry and painting maintenance has moved to Canyonwood – Entry 9; The roofing program is 100% complete and the roof list for 2014 is finished, walking roofs to spec. locations and amounts of ventilation and

drainage; Inspecting remaining bridges; Deck coating is scheduled as needed; Appliance replacements for January cost \$33,849.00; Roof and gutter cleaning is finished; Manor Lube 2014 has started; Paving and seal coat – inspecting entries for 2014 work.

TREASURER'S REPORT – Rick Chakoff

In the absence of Mr. Chakoff, Mr. Donner reported that through January 2014, the operating fund had \$90,617. The Replacement Reserve account had \$1,462,807. The Mutual is right on budget through the first month. Water and utilities are under budget by \$35,000.

Mr. Dunning reported there were 11 resales in January with a median price of \$224,000. Prices continue to rise.

PRESIDENT'S REPORT

Ms. El-Baroudi commented on the question of providing designated smoking areas. The law says that the Mutual is able to do so, but it is not required that they do so. Ms. El-Baroudi will bring this issue up at the next Presidents' Forum for input regarding the decisions of other Mutuels. The Board is trying to address this issue.

Mr. Donner advised that a designated smoking area can be in the common area.

Ms. El-Baroudi reported that the Occupancy Agreement was required by law to be amended. The proper language has been provided and to this end,

Mr. Dunning motioned that the two additional pages addressing no smoking be added as an Addendum to the Second Walnut Creek Mutual Occupancy Agreement. Ms. Dulmage seconded and the motion carried without dissent.

There had been an article in the Rossmoor News regarding ways to save water, and it mentioned an instant hot water system. Second Walnut Creek Mutual cannot use this water system because of the way the pipes are set-up. Although a neighbor may not have the system, once turned on, the neighbor may also get hot water, instead of cold.

EMERGENCY PREPAREDNESS REPORT – Rose Kasmai

Mr. Unitan reported for Ms. Kasmai. EPO works in conjunction with CERT. They are recruiting for entry coordinators as they are down about 50%. If any emergency should arise, the coordinator would put up a red or green ribbon, red meaning help is needed from CERT and green meaning CERT can move on.

In April, there will be a demonstration for CERT in the rear parking lot at Gateway at 10:00 for CERT drills.

OLD BUSINESS

None

Trust Agreement Committee

Mr. Dunning reported that the committee adopted two resolutions. The first was to support a change to the current Trust Agreement regarding the voting requirements. The resolution would support a change from unanimous consent of Mutuals to a range between 55% - 75%. The second is that this be done sooner than later. These resolutions were presented to the TARR Committee at their meeting on February 14, 2014. SWCM TAC committee continues to review the draft Trust Agreement. The committee welcomes any and all suggestions.

ANNOUNCEMENTS

Ms. El-Baroudi announced the following meetings:

Second Mutual Regular Board Meeting – Thursday, March 20, 2014
9:00 a.m. Peacock Hall – Gateway complex

GRF Regular Board Meeting – Thursday, February 27, 2014 at 9:00 a.m.
Peacock Hall – Gateway complex

Trust Agreement Review/Revision – Friday, March 14, 2014 at 9:30 a.m.
Board Room – Gateway complex

Trust Agreement Committee – Thursday, February 20, 2014 at 2:00 p.m.
Gateway Board Conference Room

Prior to adjournment, a resident asked to address the Board. Charles Kruse, Leisure Lane, Entry 2 – Mr. Kruse questioned the construction recently done to a manor that he feels has a front door that does not match the rest of the manors. He was advised that it will be painted to match. He also questioned the windows that were installed. Mr. Marlatte advised him that the City of Walnut Creek changed the requirement for replacement windows. There are two small windows above the door and Mr. Marlatte will check on the windows and also check the permit.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:25 a.m.

/s/

Richard Unitan, Secretary
Second Walnut Creek Mutual