

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, JULY 24, 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, July 24, 2014 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

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

Excused: Clay Dunning, Treasurer

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Mark Marlatte, Building Maintenance Manager; Rick Chakoff, Chief Financial Officer; Rich Perona, Landscape Manager; and Anne Paone, Administrative Secretary.

There were 7 residents in attendance.

APPROVAL OF THE MINUTES

The minutes of the regular and executive session Board meetings of June 19, 2014 were approved without dissent as written and reviewed.

RESIDENTS' FORUM

Birgit Karlsson, Tice Creek Dr., Entry 12B – Ms. Karlsson reported a problem with the trash. People that don't live there are tossing their garbage into the entry's trash bins. If the Board had a name, they could address the person directly. Absent that information, Ms. Karlsson was advised by Mr. Perona to call MOD and they will come out and clean it up.

Dan McGrath, Tice Creek Dr., Entry 6 – Mr. McGrath reported that the area towards the 17th green could use some low growing, low maintenance shrubs. Ms. Dulmage and Mr. Perona are going to meet with the building residents and discuss what can be planted there. Ms. Dulmage will contact everyone in a week or so to set up the meeting. Mr. McGrath also reported a continuous wet spot in the lawn area in front of unit #1. Mr. Perona advised that there are no mainline leaks. He will have the irrigation specialist pressure check the line to see if there are any leaks in the lateral lines. Mr. McGrath thanked the Board for all of their hard work.

LANDSCAPING REPORT – Rich Perona, Landscape Manager

Mr. Perona reported that watering has been reduced by 10%, but if anyone sees landscaping in distress, please call MOD. They don't want to let anything die.

LAWN MAINTENANCE Lawns will be fertilized in mid-August with sulfur coated Urea. Controllers have been turned back on. Irrigation to lawns has been reduced by 10%. Lawns were recently treated for broadleaf weeds.

ENTRY MAINTENANCE Crews are concentrating on monthly schedules, pruning shrubs and groundcovers and spot spraying weeds.

TREE MAINTENANCE Waraner Brothers Tree Service handles all work orders. There is a Pine dying on Tice Creek between Leisure Lane and Running Springs. We are applying to the City of Walnut Creek for removal.

LANDSCAPE REHAB The crew is currently working in Singingwood Court entry 6. This involves removing all of the old landscape, installing block walls, new irrigation, new shrubs and trees and the installation of shredded bark and lodi rock. Drain issues will also be resolved during this time. As we move along to other buildings, downspouts will be tied into underground drains so nothing comes up on the surface. We recently completed a social area at Tice Creek entry 6 and will soon create another in Tice Creek entry 16. Also completed: removing an old wood retaining wall between Tice Creek entry 9 & 11 with a block wall and Lodi rock pathway. Canyonwood Court bldg. 1525 will have the front of manor #1 re-landscaped to match the rest of the building.

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

Mr. Marlatte reported that carpentry and painting maintenance has moved to Canyonwood Court – Entry 8; The Roofing Program is 90% complete; They are inspecting remaining bridges; Deck coating is scheduled as required in P.M. area and as needed; Appliance replacements for June cost \$22,972.00; Roof and gutter cleaning is finished; Manor Lube 2014 is 70% complete; Paving and seal coat is completed for the year.

TREASURER'S REPORT – Rick Chakoff

Mr. Chakoff reported that the operating expenses are over budget by \$110,000 due to building maintenance and plumbing. As the year progresses, this will most likely even out. Insurance is over budget by \$51,000 due to the two occurrences. This item is not built into the budget as it is an unforeseen expense. The Mutual is under budget in water. It is too early to tell if this will continue. The money transfer to City National is in progress.

Ms. El-Baroudi reported there were 11 resales in June with a median price of \$275,000.

Year-to-date, there were 72 resales with a median price of \$269,500.

PRESIDENT'S REPORT

No Report

WATER CONSERVATION COMMITTEE - Dick Unitan

Mr. Unitan reported that Mr. Donner has arranged to have EBMUD water-saving kits delivered in bulk. Mr. Donner reported that the last 2 Fridays in August will be a Water Conservation Fair by EBMUD. It will take place in the Fireside Room at the Gateway Clubhouse. EBMUD will bring about 1,000 kits. Mr. Unitan advised that the devices may be installed by an owner or by handyman services.

The committee will continue to place articles in the Rossmoor News.

EMERGENCY PREPAREDNESS REPORT – Rose Kasmai

Mr. Unitan reported that they are always looking for entry coordinators. They will be the first responders to determine who might be in need of medical attention. They will then contact CERT people. He reminded the membership that if someone would like to volunteer, they should contact Mr. Unitan or Rose Kasmai.

OLD BUSINESS

None

NEW BUSINESS

Ms. El-Baroudi opened a discussion about an increase in rent for golf ports. The Mutual owns a number of golf ports that are rented to residents. The current rent of \$10 per month is substantially below that charged by some other Mutuals which have recently increased their charges to a total \$25 per month for the spaces including electricity. The Board has an obligation to its members to charge market rent. By consensus the Board agreed to place this matter on the agenda for its August meeting to allow time for members to comment. Among the issues to be decided are: a) the amount of the increase, if any; b) whether electricity should be separately charged or included in the monthly rent; and c) the effective date of any increase.

ANNOUNCEMENTS

Ms. El-Baroudi announced the following meetings:

Second Mutual Regular Board Meeting – Thursday, August 21, 2014
9:00 a.m. Peacock Hall – Gateway complex

GRF Regular Board Meeting – Thursday, July 31, 2014 at 9:00 a.m.
Peacock Hall – Gateway complex

Trust Agreement Review/Revision – No Meetings until September.
Trust Agreement Committee – No Meetings until August-TBA
Gateway Board Conference Room

ADJOURNMENT

Having no further business, the meeting adjourned at 9:55 a.m.

/s/

Dick Unitan, Secretary
Second Walnut Creek Mutual