

FIFTH WALNUT CREEK MUTUAL
MINUTES
REGULAR MEETING APRIL 15, 2010 AT 2:00 P.M.
BOARD ROOM – GATEWAY COMPLEX

OPENING

President Rowe opened the meeting at 2:00 p.m. Directors Cruson, Dietschy, Matthews, Sandelmann, and Swinden were also present. Director Friederichs was excused. Attendance

There were also ten residents present.

Staff was represented by Mr. Donner, Director of Mutual Operations; Mr. Friesen, Building Maintenance Manager; Mr. Ormond, Landscape Supervisor; and Ms. Paradise, Administrative Secretary.

APPROVAL OF THE MINUTES

Mr. Rowe asked for any additions or corrections to the minutes of the regular board meeting of March 18, 2010. Hearing none, he declared the minutes approved as written and reviewed. Minutes
Approved

MEMBERS' FORUM

Duncan Carter explained the proposed State Senate bill SB1128 (DeSaulnier) that would formally allow GRF to collect transfer fees over the amounts allowed to be collected by a homeowners association. Members'
Forum

SECRETARY'S REPORT – Ms. Dietschy

No report. Secretary's
Report

TREASURER'S REPORT – Werner Sandelmann

Mr. Sandelmann reported on the financial condition of the Mutual. Through March 31, 2010, Project 46 had a fund balance of \$17,506 in the operating account and \$73,522 in replacement reserves which represents an increase of \$8,016 over December, 2009 balances. Net operating expenses were \$2,432 favorable to budget. Reserve expenses total \$5,983. Treasurer's
Report

In Project 47 through March 31, 2010, the Project had a fund balance of \$61,686 in the operating account and a replacement reserve of \$653,821 which represents an increase of \$88,580 over December, 2009 balances. Expenses were unfavorable to budget in the amount of \$14,039. Reserve expenses total \$36,665.

Mr. Sandelmann requested authorization by the Board to approve Duncan Carter as a member of the Budget and Finance Committee.

Hearing no objection from the Board, Mr. Carter was approved as a member of the Budget and Finance Committee.

Approval of
Additional
Member on the
Budget/Finance
Committee

A more detailed report is needed on the income and expense statement regarding decks. Mr. Friesen reported that coding is being set up as a separate line item in the financial report. Mr. Rowe commented that there seems to be a discrepancy in the per unit reserve costs between Project 46 and Project 47. He stated the Board should work toward closer parity between the two projects as much as possible.

LANDSCAPE COMMITTEE – Mr. Rowe, Chair

Mr. Rowe reported that the Committee plans to look very specifically at the rehabilitation suggestions, especially Entry 5 TG and Entry 2 AS as a primary concern.

Landscape
Committee

In the newly-landscaped areas at the stairways of the two-story buildings, Valley Crest has been asked to keep 3 to 6 inches of clearance to ensure that the cobble and soils remain below the level of the stucco. Several plants in those areas also need to be revisited as to their appearance and size.

Mr. Ormond reported that weed control, natural pruning and debris clean up are on-going as weather permits. Weed spraying will begin again as soon as the rainy weather subsides. The in-house crew is scheduled for July 12-22. (A copy of Mr. Ormond's landscape report is attached.)

BUILDING COMMITTEE – Mr. Friesen

Mr. Friesen reported that the painting foreman is checking into proposals for pressure washing and painting under the stairs.

Building
Committee

The Board reviewed the estimates for repairs to the deck at 3316 TG #1B. The Building Committee will review all the bids and will present its recommendation to the Board at a future meeting.

Specifications for an optional mail slot were included in the garage door flyer. Subsequent to distribution of the flyer, the Post Office advised they cannot deliver to the garage door mail slots in the three-story building. A resident submitted a request for reimbursement for a mail slot they purchased per the specifications noted in the flyer. Following discussion,

Ms. Swinden moved to reimburse the resident at 3874 TG #4B in the amount of \$106.25 for a mail slot that was purchased per the specifications noted in the garage door flyer but which has since been determined to be unusable. Mr. Matthews seconded and the motion passed without dissent.

Approval of
Reimbursement
for Unusable
Mail Slot

Mr. Freisen presented a proposal from MOD to physically inspect under the tile decks to disclose dryrot or evidence of leakage.

Ms. Dietschy moved to approve the proposal from MOD in the amount of \$1,200 to perform a physical inspection of 32 tile decks (some elevated and some just above the ground) to check for dryrot or evidence of leakage. Mr. Sandelmann seconded and the motion carried without dissent.

Approval for
Tile Deck
Inspection

Mr. Friesen reported the utility doors and a small part of the jamb at 1277 AS are rotten. AMAC provided a bid of \$1,580 to replace the doors and jamb; MOD submitted a bid of \$700 for the same scope of work. The Board will await inspection of all utility doors before deciding to proceed with this particular replacement.

EMERGENCY PREPAREDNESS COMMITTEE – Ms. Dietschy (chair)

Ms. Dietschy reported there was a training session for emergency coordinators on April 14 with 120 in attendance. It was a valuable program and the main focus was to encourage residents to assist each other following an emergency event.

Emergency
Preparedness
Committee

ALTERATIONS – Ms. Swinden (chair)

Ms. Swinden reported one alteration permit has been approved, one alteration has been completed and three are in progress.

Alterations

Two heat pumps were recently installed without permits. The permits can be issued retroactively. The committee will remind residents to obtain an alteration permit prior to installing any alteration to the common area. If a heat pump has been installed on an emergency basis, the resident will be given 45 days to bring it into compliance with an approved alteration permit.

The Alteration Committee recommended sending the proposed hose bibb policy to the membership for comment.

Mr. Matthews then moved to send Policy 55 Owner-Initiated Alterations: Hose Bibbs for member comment. Ms. Swinden seconded and the motion carried without dissent.

Approval to
Send Out
Proposed
Policy 55 for
Member
Comment

Mr. Rowe noted that Alan Matthews has replaced Tony Fasanella on the Alteration Committee.

AD HOC RESERVE STUDY COMMITTEE – Mr. Matthews (chair)

Mr. Matthews reported that the committee recommends postponing the asphalt sealer in AS E2 to next year when other areas are scheduled to be done in order to obtain economy of scale pricing.

Ad Hoc
Reserve Study
Committee

Mr. Matthews moved to accept the Helsing Funding Analysis as reviewed and revised by the committee with the understanding that it will be reviewed and revised as needed for future funding purposes. Ms. Swinden seconded and the motion carried without dissent.

Approval to
Accept the
Helsing
Reserve Study

NEWSLETTER – Jennifer Langan, Editor

No report.

Newsletter

WELCOMING – Claire Rosenzweig

No report.

Welcoming

OLD BUSINESS

The CC&R Review Committee is waiting to hear from GRF about the insurance component. The Board, however, will continue their review on the other revisions.

Old Business

Mr. Friesen reported that all entry sign structures are in serviceable condition but the signs themselves are in need of repair. The Board will discuss this matter further at the May board meeting. Options for message boards will also be discussed at the May board meeting.

NEW BUSINESS

Mr. Rowe reported there are three positions for election this year for those board positions currently held by Mr. Rowe, Mr. Cruson and Mr. Matthews. Candidates may submit their intention to run for a board position until April 30, 2010.

New Business

ANNOUNCEMENT

The next regular board meeting is scheduled for Thursday, May 20, 2010 at 2:00 p.m. in the Board Room (Gateway).

Announcement

ADJOURNMENT

The meeting adjourned at 3:15 p.m.

Adjournment

Ellen Dietschy, Vice President/Secretary
Fifth Walnut Creek Mutual