

MINUTES

FIRST WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
FRIDAY, OCTOBER 24, 2014 AT 11:00 A.M.
DONNER ROOM – EVENT CENTER

PRESIDENT Ken Anderson called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, October 24, 2014 at 11:00 a.m. in the Donner Room, Event Center, Walnut Creek, California.

PRESENT: Ken Anderson, President, District 4
Shanti Haydon, First Vice President, District 5
John Nutley, Second Vice President, District 1
Barbara Gilbert, Treasurer, District 2
Nancy Turnier, Secretary, District 3

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.

Mr. Anderson welcomed the 15 residents in attendance.

APPROVAL OF THE MINUTES

Mr. Nutley moved to approve the minutes of the regular session Board meeting of September 26, 2014 as written and reviewed. Ms. Gilbert seconded and the motion carried without dissent.

Ms. Haydon moved to approve the minutes of the executive session Board meeting of September 26, 2014 as written and reviewed. Ms. Gilbert seconded and the motion carried without dissent.

Ms. Gilbert moved to approve the minutes of the organizational meeting of October 7, 2014 as written and reviewed. Mr. Nutley seconded and the motion carried without dissent.

LANDSCAPE REPORT

In response to a question about brown spots on the lawn, Mr. Perona reported that brown spots are probably due mainly to the drought and not dog issues. There are signs up that say please take your dog to an area with bark.

LAWN MAINTENANCE: Mow schedule will be as needed thru the end of the year. Irrigation systems are being reduced based on weather conditions. Lawns will be fertilized for the last time in early November. A granular pesticide will be applied as

necessary to control damage to lawns by raccoons and skunks.

ENTRY MAINTENANCE: Crews are working on pruning various shrubs and ground covers throughout the mutual, spot spraying weeds. Ground cover beds will also be pre-emerged to prevent fall/winter weeds.

They will also start cleaning out all the drain ditches (V-ditch) throughout the Mutual. Annual color beds are in the process of being replaced with winter annuals.

TREE MAINTENANCE: We have received a permit to remove a dead Monterey Pine at Golden Rain entry 6 by the laundry room.

Tree crew has been pruning Chinese Pistache and Flowering Plum trees throughout the Mutual.

LANDSCAPE REHAB: Curtis with Valley Crest and I surveyed the Mutual and found several projects needing to be done. He will get with the various landscape reps to show them what we want to accomplish.

RESIDENTS' FORUM

None

TREASURERS REPORT

Mr. Chakoff reported that the operating fund summary statement shows a small deficit of \$117,000 year-to-date, which is less than 2% of the budget. The budget is over in insurance, due to shared deductibles for some events that took place in Rossmoor. Building maintenance is over slightly, along with professional services such as legal services.

Ms. Gilbert reports the large expense was for attorney and administrative expenses because the Mutual updated the Bylaws and policies this year.

The aging report has very few accounts that are more than three months behind and we are working on them. There are still some people that haven't signed up for ACH and are paying the late fees.

Ms. Almons reported that the Board needs to approve the audit for the record.

Ms. Gilbert moved to approve the audit by Walters and Kondrasheff in the amount of \$10,000. Mr. Nutley seconded and the motion carried without dissent.

Ms. Almons discussed electric vehicle charging. The Budget and Finance Committee recommends a \$50 per day fee for people just plugging into the Mutual's electricity. If people don't want a separate PG&E meter, the formula for payment would be based on the car model and battery capacity. It is a matter of plugging these variables into the formula to get the amount for usage. PG&E has multiple tiers for usage.

The committee is working with Dennis Bell to identify electric cars coming into Rossmoor so the Mutual may send them a letter about the policy and their

obligations.

The golf carts have a separate fee structure and there is a contract for them to sign.

The Board would like to review and discuss the draft presented by the committee before they approve anything. They will take it under advisement.

Ms. Almons reported that the committee has a budget recommendation for the 2015 budget. The reserve funding has dropped because the Mutual has tried to keep the coupon amount down to about \$20.00. There was a discussion regarding the reserves and keeping them properly funded.

In discussing money in the reserves for landscaping, Mr. Donner reported that the projects get identified throughout the year. No money is spent without the Board's approval. He recommends leaving that money in the reserves.

Mr. Anderson commended the Budget and Finance Committee for all of their efforts and work throughout the year.

MUTUAL OPERATIONS REPORT

Mr. Hughs reported the following:

CARPENTRY-Carpentry crews are currently working in Golden Rain Road entry 7 and Oakmont Drive entries 9. They have completed 25 buildings and 32 carports so far. Painters have been keeping up right behind them.

ROOFING- Roofers completed all roofing work for the year.

MONTEREY/CARMEL BRIDGEWAYS- Gauthier's Construction has completed all bridge work for the year.

Ms. Gilbert reported that the people hired on behalf of the Mutual who are doing the carpentry and painting have done excellent work. They are very polite and nice. Mr. Hughs stated the company is AMAC Construction.

PRESIDENT'S REPORT

No Report

ORIENTATION – Jerry Priebat

The next meeting will be on November 4, 2014 at 10:00 a.m. in the Donner Room at the Event Center. Everyone is welcome. Mr. Anderson stated his appreciation for Mr. Priebat.

POLICIES/BYLAWS – Ken Anderson

Mr. Anderson reported that the policies were approved last month and the Board will be making some changes/tweaks to the policies.

NEW BUSINESS

Mr. Anderson appointed Sheryl Almon as Budget and Finance Committee Chair and Gene Autry as Vice Chair. He appointed Christine Folger as Landscape Committee Chair.

Ms. Turnier recognized the people volunteering on the committees.

The Board discussed signs to be placed at each plug in the carports regarding the usage of electric outlets. Mr. Hughs stated there are 950 outlets (1 plug between 2 carports).

Ms. Turnier asked if Securitas could hand out a notice when residents register their electric cars. She would like to know who would represent the Mutual with Securitas. Mr. Anderson will consider it. Ms. Almons said she will coordinate with him.

Mr. Anderson called for a motion to approve the 2015 budget.

Mr. Nutley motioned to approve the 2015 budget dated 9/24/14, with a \$20 increase, which would be a monthly amount of \$634 per manor. Ms. Haydon seconded and the motion carried without dissent.

ANNOUNCEMENT

The next regular Board meeting: Friday, November 21, 2014 at 11:00 a.m. in the Donner Room at the Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:45 a.m.

/s/ Nancy Turnier, Secretary
First Walnut Creek Mutual