

## MINUTES

### FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, SEPTEMBER 25, 2015 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, September 25, 2015 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  
Sally Nordwall, Second Vice President, District 1  
Barbara Gilbert, Treasurer, District 2  
Nancy Turnier, Secretary, District 3

EXCUSED: None

Staff was represented by Paul Donner, Mutual Operation Director; Rick Chakoff, Chief Financial Officer; Doug Hughs, Building Maintenance Manager; Rich Perona, Landscape Manager and Anne Paone, Administrative Secretary.

Mr. Anderson welcomed the 16 residents in attendance.

#### APPROVAL OF THE MINUTES

Ms. Haydon moved to approve the minutes of the regular session Board meeting of August 28, 2015 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 August 28, 2015 as written and reviewed. Ms. Gilbert seconded and the motion carried without dissent.

#### LANDSCAPE REPORT

Mr. Perona reported the following:

LAWN MAINTENANCE: Mowing will be every other week.

Watering has been adjusted to fall within EBMUD guidelines, twice a week. System checks are under way throughout the Mutual. Lawns will be fertilized in October with Turf Supreme, a balanced fertilizer.

ENTRY MAINTENANCE: Crews are working on spraying for weeds in shrub areas and edging groundcover. Shrub beds will have a pre-emergent herbicide applied to prevent fall/winter weeds from germinating.

TREE MAINTENANCE: All work orders are taken care of monthly. Four diseased Monterey Pines are in the process of being removed; one in Rockledge Lane, entry 8 and three in entry 7. Replacement trees will be installed. Trees are dying from beetles, due to the drought.

LANDSCAPE REHAB: Landscape rehab projects include work for District reps.

We are working on a plan to remove turf in several areas throughout the Mutual. All annual color beds will be replaced by the end of October, valley-wide. Various small areas of turf will be removed and converted to either tree chips or bark.

Mr. Perona presented a turf reduction project to the Board for their approval. There will be 4 projects – Golden Rain Rd, entries 13, 14, 18 and Oakmont Drive, entry 6. The plan will include mounds, large boulders, native plants and bark, but no cobble will be used. Irrigation will be converted to low flow bubblers as recommended by EBMUD. The total square footage of turf removal is 17,900, with a rebate of \$8,950.00. The cost of the work will be \$32,485 minus \$8,950 for the rebate. The final cost will be \$23,535.00. Currently, there is \$55,865 available in the reserve budget. There will be a reduction in the monthly maintenance contract by \$8,868 per year. There will also be a slight reduction in the water bills.

*Ms. Gilbert motioned to approve the project as presented by Mr. Perona for the reduction in turf in the 4 areas mentioned. Ms. Haydon seconded and the motion carried without dissent.*

Mr. Perona reported that there will be a reduction in the number of color beds by half, but there will still be some plantings because they add to the aesthetic value. The color beds will be done in the main intersections, not the entries.

#### RESIDENTS' FORUM

Judy Foley, Golden Rain, E14 – Ms. Foley asked if members have access to yearly inspection reports. Mr. Donner responded that the Board has access, but it is not shared with members. Mr. Hughs reported that MOD keeps records and will leave a note if they can't reach an owner. Ms. Foley is concerned about the manor above her. Mr. Hughs will check it out.

Susan Felthousen, Oakmont, E10 – Ms. Felthousen reported that pine needles are being blown into bushes and the bet blown back out. She is always sweeping and bagging them. The back of her manor has a brown grass area. Mr. Perona will take a look at the lawn.

#### TREASURER'S REPORT

Ms. Nordwall reported that the finances are excellent. The Mutual is experiencing a good transition to City National Bank. She reminded the membership that part of the coupon is for taxes.

*Ms. Nordwall made a motion to authorize Tess Haskett to initiate the process to invest money into a 4-week CDARS program. Ms. Haydon seconded and the motion carried without dissent.*

Mr. Chakoff reported that the August operating fund YTD is \$384,534. Insurance is \$176,000 under budget. If there are no events, this amount will grow by \$20,000 each month. There is a \$126,000 deficit in building maintenance, fire safety and plumbing. The budget looks fine.

## BUDGET & FINANCE

Ms. Almon reported that the committee looked at the 2016 budget. The committee recommends that the coupon be increased by \$12 per month. This is a 2.2% increase. The reserves need to go up. The goal is to grow the reserves. The 2015 budget was \$634 per month per manor and the 2016 budget amount would be \$646 per month per manor. Ms. Turnier thanked the Budget & Finance Committee and reminded residents that the Board will make a decision at the next Board meeting.

## MUTUAL OPERATIONS REPORT

Mr. Hughs gave the following report:

CARPENTRY-Carpentry crews are currently working on 1857 Golden Rain Road, entry 9 and doing beam replacement work on various Sonoma/Sequoia units throughout the Mutual. They are checking back deck beams.

PAINTING-Painters are finishing up on 1601Oakmont Drive, entry 13 and 1873 Golden Rain Road, entry 9.

ROOFING- Roofers have completed all of the laundry room roofs for the year. Just need to complete some miscellaneous touch up paint.

## PRESIDENT'S REPORT

Mr. Anderson reported that the Presidents' Forum is followed by a meeting with GRF. Del Valle is postponing work until January 1 to bring the new CEO up to speed. The new CEO will start on November 16. GRF is concerned that non-residents are using the facilities. There will be no increase in Comcast fees. MOD is well prepared for EL-Nino. Sand bags are not available for owners, but MOD will handle any problems

## ORIENTATION – Jerry Priebat

Mr. Priebat announced the next meeting date is November 3, 2015 at 10:00 a.m. in the Donner Room and everyone is welcome. He recommended Betsy Hocking and Warren Salmons be invited to FWCM's annual meeting. The Board is working on composing a letter.

## UNFINISHED BUSINESS

Mr. Anderson reminded the membership that the ballots will be counted on September 29<sup>th</sup> at Creekside at 10:30 a.m. He advised anyone that can volunteer to contact Anne Paone in the Mutuals' Board Office.

## NEW BUSINESS

None

## ANNOUNCEMENT

The next regular Board meeting: Friday, October 23, 2015 at 11:00 a.m. in the Donner Room at the Event Center.

The next meeting will be the Annual Meeting on October 6, 2015 at 10:00 a.m. in the Las Trampas Room at Hillside.

ADJOURNMENT

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

/s/ \_\_\_\_\_  
Anne Paone, Assistant Secretary  
First Walnut Creek Mutual