

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, MAY 21, 2015 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, May 21, 2015 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; Rick Chakoff, Chief Financial Officer; Mark Marlatte, Building Maintenance Manager; Rich Perona, Landscape Manager and Anne Paone, Administrative Secretary.

There were 2 residents in attendance.

APPROVAL OF THE MINUTES

The minutes of the regular Board meeting of April 23, 2015 were approved without dissent as written and reviewed.

The minutes of the Executive Session Board meeting of April 23, 2015 were approved without dissent as written and reviewed.

The minutes of the Executive Session Board meeting of November 20, 2014 were approved without dissent as written and reviewed.

The minutes of the Annual Board meeting of October 21, 2014 were approved without dissent as written and reviewed.

RESIDENTS' FORUM

None

LANDSCAPING REPORT – Rich Perona, Landscape Manager

Mr. Perona reported that Valley Crest will start the landscape project shared by FWCM and SWCM the first week of June.

LAWN MAINTENANCE: Lawns were fertilized with sulfur coated urea, a slow release fertilizer. Irrigation controllers are watering two days a week. Lawns were recently aerated and treated for broadleaf weeds.

ENTRY MAINTENANCE: Crews are on monthly schedules: pruning shrubs and groundcovers,

clean up debris, spot spraying weeds.

TREE MAINTENANCE: Waraner Brothers Tree Service handles all work orders.

We have applied to the city to remove a dying pine tree at Tice Creek entry 2 and a dead pine tree at Leisure Lane entry 5.

LANDSCAPE REHAB: The crew is currently working in Singingwood entry 2 and are about 90% thru the entry.

Pat and I are meeting with the residents of Canyonwood Court entry 1 this afternoon to discuss planned landscape rehab work.

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

Mr. Marlatte reported on the following: Carpentry and painting maintenance: Carpentry and painting has moved to Ptarmigan Drive, entry 4, and are finishing 1201 Canyonwood Court. Roofing program: The roofing program has finished with the carports. They will be starting the roofs on the buildings. Bridge and stair replacements: We are inspecting remaining bridges for 2015. Deck coating: scheduling as required in P.M. area and elsewhere as needed. Appliance replacements: \$18,696.00 for the month of April. Roof and gutter cleaning: Done on an as needed basis. Manor lube: 2015 manor lube has started. Paving and seal coat: Finish entry 5, Tice Creek Drive June 1st and 2nd and entry 7 Running Springs Rd on June 3rd.

TREASURER'S REPORT – Rick Chakoff

Mr. Chakoff reported that year-to-date, as of April 30th, the Mutual has a surplus-to-budget of \$221,000. Insurance is \$88,000 to the good and will grow throughout the year in the absence of any insurable events. Building maintenance is slightly behind budget and landscape is ahead of the budget, but it has to do with timing.

The reserve account funds will be transferred in June and checks will be cut from that account. There is no interest on this account, but there are lower fees.

Ms. El-Baroudi reported there were 3 resales in April with a median price of \$430,000. There were 22 year-to-date sales with a median price of \$261,250.

PRESIDENT'S REPORT

No report

WATER CONSERVATION COMMITTEE - Dick Unitan

Mr. Unitan reported that there will be a meeting on May 28th in the Vista Room at Hillside at 1:00 p.m. The meeting will address the needs of Rossmoor regarding water conservation.

EMERGENCY PREPAREDNESS REPORT

Mr. Unitan reported that there will be a meeting on June 1st at 9:00 in the Fairway Room at Creekside. This meeting is to explain how to build a disaster kit. Lisa Katski of Ready Care Company will be the guest speaker.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Mr. Skaggs reported that unauthorized construction is sometimes taking place. Residents need to contact the Alterations Department before beginning a project. They will be advised whether it will be necessary to obtain a permit for the project. If they don't have one, there will be fines imposed and they will have to remove the installations. He advised the membership not to proceed without proper paperwork.

Ms. El-Baroudi reported that there are sometimes issues with the upstairs/downstairs manors pertaining to flooring and this can cause problems. There is an inspection process which will disclose any alterations that have been done.

ANNOUNCEMENTS

Ms. El-Baroudi announced the following meetings:

Second Mutual Regular Monthly Meeting – Thursday, June 18, 2015
9:00 a.m. Peacock Hall – Gateway Complex

GRF Regular Board Meeting – Thursday, May 28, 2015 at 9:00 a.m.
Peacock Hall – Gateway complex

ADJOURNMENT

Having no further business, the meeting adjourned at 9:18 a.m.

/s/ _____
Dick Unitan, Secretary
Second Walnut Creek Mutual