

FIFTH WALNUT CREEK MUTUAL

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

THURSDAY, MAY 15, 2008 AT 2:30 P.M.

BOARD ROOM – GATEWAY COMPLEX

OPENING

President Swinden opened the meeting at 2:30 p.m. Directors Fasanella, Heinicke, Joost, Matthews, Sandelmann, and Swartz were also present. Attendance

There were also ten residents present.

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

APPROVAL OF THE MINUTES

The minutes of the regular board meeting of April 17, 2008 were approved as submitted. Minutes Approved

MEMBERS' FORUM

Clare Rosenzweig asked about deck washing information. Mr. Friesen will provide her with referrals to deck washing companies. Members' Forum

A resident asked about the redwood trees currently being trimmed. Landscape Supervisor Steve Ormond explained that the trimming is mandated by the fire marshal for fire abatement. The trees are being elevated ten feet from ground level to create defensible space.

SECRETARY'S REPORT

No report

Secretary's Report

TREASURER'S REPORT – Werner Sandelmann

Mr. Sandelmann reported that Project 46 fund balances as of April 30, 2008 were: \$13,126 in the operating account and \$25,142 in the replacement reserve fund. Actual expenses to budget were favorable \$965. Treasurer's Report

In Project 47 fund balances as of April 30, 2008 were: \$96,762 in the operating fund and \$380,495 in replacement reserves. Actual expenses to budget were unfavorable \$4,544. Compared to the prior month, this reflects an improvement of \$8,238.

Mr. Sandelmann requested that MOD advise the Board of water consumption in 2007 so that he can track water usage in 2008. Mr. Donner will have that information forwarded to Mr. Sandelmann.

(A copy of Mr. Sandelmann's report is attached.)

BUDGET AND FINANCE COMMITTEE – Werner Sandelmann

Nothing further.

BUILDING COMMITTEE – Don Joost

Mr. Joost reported that Mr. Friesen was unable to finalize the bid evaluations for the deck repairs in time for this meeting. Mr. Friesen explained that he expects the bids by May 23, 2008 for Board review and a possible decision on contract approval. He has separated the deck inspections into categories starting with those in the worst condition, which are included in the Benson Builders bid package. Continuing inspections should produce another package to be offered for bid.

The Helsing Study has been ordered and a site inspection will commence the week of May 26, 2008. Regarding the Helsing Study, Mr. Donner clarified that the on-site inspection is visual only and does not include destructive testing.

Mr. Friesen reported numerous requests have been received for termite control. Mr. Joost reported that to date the Mutual has spent \$12,000 for termite control treatment. However, termite repairs are pending. Once repairs are identified, Mr. Friesen will recommend vendors to the Building Committee.

(A copy of Mr. Friesen's report is attached.)

LANDSCAPE COMMITTEE – Alan Matthews

Mr. Matthews reported that landscape work is proceeding without special note. The overall landscape appearance in the Mutual has noticeably improved over the past six months. Actual expenses are under budget year to date.

Mr. Ormond reported he is inspecting all irrigation stations and heads and is repairing them as needed. Mr. Matthews asked that residents be alert to sprinkler outages or malfunctions and report them immediately to MOD instead of waiting for the landscape crew to notice them.

The EBMUD representative is expected to provide details of the 5% rate increase, which will be effective immediately, along with a possible additional 10% increase in August. Usage should be cut back 10% immediately. Mr. Donner commented that the new ET smart controllers should positively impact the irrigation water usage by eliminating over watering. Mr. Matthews stated that the current landscape should not be negatively impacted by the new water rationing conditions.

Mr. Swinden held up a gallon bucket of water and explained that that was how much water was wasted waiting for the water to get hot in the shower. He stated that residents must be educated on water conservation methods, such as installing instant

Budget and
Finance
Committee
Report

Building
Committee
Report

Landscape
Committee

hot water devices and eliminating toilet leaks. Mr. Friesen will provide the Building Committee with information on various water saving devices.

(A copy of Mr. Matthews' report is attached.)

EMERGENCY PREPAREDNESS COMMITTEE – Don Swartz

Mr. Swartz reported there was a meeting of the committee with most of the representatives and coordinators in attendance. Because tracking of residents is problematic, Mr. Swartz has set up a database. Thirteen of the 27 reps are now CERT-certified. More residents are encouraged to become CERT-certified. Two additional CD radios are needed and should be considered.

Emergency
Preparedness
Committee

Mr. Donner commented that following the recent fire on Rossmoor Parkway in Third Mutual the emergency preparedness entry coordinator was extremely helpful in identifying the residents directly affected by the fire.

GOVERNING DOCUMENTS – Duncan Carter

No report.

Governing
Documents

ALTERATIONS – Don Joost

Mr. Joost reported a major remodeling is in progress and has been approved by the committee with the exception of the window expansion portion of the alteration request. The owner wishes to expand the size of the living room window, but the committee has denied the request to date as it affects the exterior architecture of the manor. Other alteration requests have been routine.

Alterations

NEW BUSINESS

Mr. Joost reported that he plans to leave the Board at the end of this term. This will leave two vacant positions for the new term.

New Business

Mr. Heinicke moved to approve the appointment of Duncan Carter as Inspector of Election for this year's election of directors as well as for the organizational meeting to elect officers. The motion was seconded and carried without dissent.

Approval of
Appointment of
Inspector of
Election

Mr. Heinicke reported that leaves have collected in the utility closets and need removal. Mr. Donner stated he would order clean up of the closets.

ADJOURNMENT

The meeting adjourned at 3:20 p.m.

Adjournment

Alan Matthews, Secretary
Fifth Walnut Creek Mutual

