

MINUTES

FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, SEPTEMBER 22, 2017 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 22, 2017 at 11:00 a.m. in the Donner Room, Event Center, Walnut Creek, California.

PRESENT: Ken Anderson, President, District 4
Gerald Priebat, First Vice President, District 2
Shanti Haydon, Second Vice President, District 5
Sally Nordwall, Treasurer, District 1
Chris Folger, Secretary, District 3

EXCUSED: None

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

Mr. Anderson welcomed the 14 residents in attendance.

APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

Regular Meeting Minutes – August 25, 2017
Executive Session Minutes – August 25, 2017

Mr. Priebat moved to approve the consent calendar as presented. Ms. Haydon seconded and the motion carried without dissent.

RESIDENTS' FORUM

A resident discussed policies that relate to safety, especially since the BBQ fire in TWCM. A resident discussed the hazards of open-flame BBQs. The fire department told her it is up to the Mutual to have its own policy. A resident inquired about the Mutual's insurance. It was explained that there is a \$100,000 deductible. The Mutual that had the event pays \$10,000. The other \$90,000 is shared among all of the Mutuels including the Mutual where the event took place.

LANDSCAPE REPORT

Ms. Pollon reported for as follows:

LAWN MAINTENANCE: Turf mowing is occurring weekly, edging is every other week. If residents see 'hot spots' in turf or other evidence of sprinkler malfunctions please email or

call them in to the work order desk.

ENTRY MAINTENANCE: Entry maintenance crews are on summer schedule pruning for size control and keeping paths clear, they will be shifting to leaf cleanup as fall approaches.

TREE MAINTENANCE: There are no pending removals permits.

LANDSCAPE REHAB: The wall and tree planting project along Golden Rain Rd will be scheduled for 2018 so that we can use the funds to replace more lawns throughout the mutual. We will also be addressing several smaller resident requests that will be outlined in a proposal to be presented at a future board or committee meeting.

Ms. Pollon presented a proposal for turf removal in the amount of \$40,000. Various areas throughout the Mutual would have old turf removed and would be replaced with new turf. She explained that some of the renovation along Golden Rain could be held off and the money could be used for the turf project this year.

Mr. Priebat moved to defer the renovation along Golden Rain Rd until 2018. Ms. Nordwall seconded and the motion carried without dissent.

Ms. Folger moved to accept the proposal from BrightView for the turf removal and replacement in the amount of \$40,000. Ms. Haydon seconded and the motion carried without dissent.

TREASURER'S REPORT

Ms. Nordwall reported that the Budget and Finance Committee met in an open meeting with staff to review the first draft of the 2018 budget. The increase in the MOD fee was explained by the need to add an employee and to cover the GRF approved salary increase. The committee recommended approving a \$6.13 increase in the FWCM portion of the resident coupon. That was based on a \$14.00 GRF coupon increase. The board approved 2018 budget will be presented at the Annual Membership meeting October 10, 2017.

Mr. Chakoff reported there is a surplus-to-budget of \$101,000. Landscaping has \$40,000. Utilities are over. The financials look fine.

BUDGET & FINANCE

Next meeting is November 9, 2017, 10:00 a.m. in the Board Room-Gateway.

MUTUAL OPERATIONS REPORT

Mr. Hughs gave the following report:

CARPENTRY REHAB-Carpenters are currently working on 2032 Golden Rain Road, entry 10 and 1901 Golden Rain Road, entry 11.

A/C WATER CONVERSIONS-All Bay Heating and Air has completed all of the Sonoma/Sequoia conversions. They are now working through 36 of the 48 Mendocinos for the year. His goal is to complete these by the end of October.

PRESIDENT'S REPORT

Mr. Anderson reported that the Presidents' Forum discussed policies regarding alterations

and new owners. They also talked about recycling, fine schedules and interior pest control. There was also a discussion with GRF regarding insurance.

ORIENTATION – Gerald Priebat

Mr. Priebat stated that he had ten residents attending the orientation. Mr. Priebat announced the next meeting will be held on November 14, 2017 at 10:00 a.m. in the Donner Room.

UNFINISHED BUSINESS

Ms. Haydon reminded the membership that the Chevron gas station at the corner sells a product called Rid-A-Rat. It can be installed in your vehicle and deters rats from getting under the hood. It is powered by the car's battery, but works when the car is off. The signs for the trash enclosures have been ordered. The Mutual puts them up.

NEW BUSINESS

Mr. Anderson discussed increasing fines for violations.

Mr. Anderson moved to amend Policy 9.0 (Moving Out/Moving in) to raise fines from \$75.00 to \$100.00, according to the fine schedule. Ms. Haydon seconded and the motion carried without dissent.

Ms. Haydon discussed the New Buyers Meeting that is held prior to the close-of-escrow. They can't always be scheduled in a timely manner due to the staff's availability. She would like to allow new buyers, if needed, a 30-day extension, so they can still close their escrow. The Board discussed the matter and agreed the main goal is to have the meeting take place.

Ms. Haydon moved that the buyer must schedule a meeting, but it can take place after the close-of-escrow. Ms. Folger seconded and the motion carried without dissent.

Ms. Molina should be notified of the change in the procedure.

Mr. Anderson reported that there was a BBQ fire a few weeks ago in Third Walnut Creek Mutual. In 53 years, this is the only fire caused by a BBQ that they are aware of in Rossmoor. The Board will look at their policy to make it stronger. FWCM is governed by the fire code under Contra Costa County.

Mr. Priebat stated that there should not be any BBQs allowed inside building areas, especially decks and overhangs. Only propane and electric BBQS on open areas that are 10 feet from combustibles should be allowed.

Mr. Anderson stated that as a safety measure, the Mutual could ask Gauthier to add checking for fire extinguishers near BBQs as part of the annual inspection. Mr. Priebat felt it would be too difficult to enforce. Ms. Folger agreed. She believes BBQs should only be allowed in open-air spaces.

After some discussion, the Board agreed to place this issue on the October agenda.

Mr. Priebat announced the appointment of Peggy Kaiser to the Budget & Finance Committee.

ANNOUNCEMENTS

The next meeting: Annual Membership Meeting, October 10, 2017 at 10:00 a.m. in the Fireside Room at Gateway.

The next regular Board meeting: Friday, October 27, 2017 at 11:00 a.m. in the Donner Room at the Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:58 a.m.

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

***The Board of Directors met in executive session on August 25, 2017 at 12:00 p.m. in the Donner Room at the Event Center, 1021 Stanley Dollar Dr., Walnut Creek, California to discuss the following:

1. Member Issue-carport storage, non-registered vehicle – Fine imposed, to be waived if done by September 1.
2. Resident requested meeting regarding various issues.
3. Member issue-smoking, dumping of trash, noxious fumes – Fines imposed.
4. Handrail request-approved

Having no further business, the executive session adjourned at 1:15 p.m.