

MINUTES

FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, APRIL 22, 2022 AT 10:00 A.M. DONNER ROOM – EVENT CENTER

President Jean Autrey called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, April 22, 2022 at 10:00 a.m. in the Donner Room at the Event Center located at 1021 Stanley Dollar Drive.

PRESENT: Jean Autrey, President, District 1
John Moe, 1st Vice President, District 3
Peggy Kaiser, 2nd Vice President, District 5
Pat Donahue, Treasurer District 4
Elizabeth Copley, Secretary, District 2

EXCUSED: None

Staff was represented by: Joel Lesser, Chief Financial Officer; Doug Hughs, Building Maintenance Manager; John Tawaststjerna, Landscape Manager; Dave Peakes, Resale and Alteration Inspector, and Lucy Limon, Administrative Secretary.
Paul Donner, Mutual Operations Director – excused

APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

March 25, 2022 Regular Session Board Meeting
April 8, 2022 Regular Session Board Meeting
March 25, 2022 Executive Session Meeting
Certify compliance with Civil Code #5500.

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

RESIDENTS' FORUM

Resident asked trash enclosures and surveys to inspect them. He also asked about the status of shared solar.

Resident thanked Board for having a tree planted.

Resident thanked the Board for keeping them safe. They were concerns about the BBQ policy. Concerns about how propane tanks are being stored.

Resident asked about BBQ policy and suggester the simplest solution is to not allow them on decks. They could be placed in a common area.

Ms. Autrey thanked everyone for their participation.

LANDSCAPE REPORT

Mr. Tawaststjerna reported that BrightView will begin abatement work next week. It should take about 4 weeks. Irrigation inspections are happening with half of them done.

Mulching has been completed. A new account manager has been hired.

Mr. Tawaststjerna presented nine proposals from BrightView to the Board.

Ms. Donahue moved to approve all nine proposals with \$4,481.03 coming from the operating fund and \$40,208.16 coming from the reserve fund. Mr. Moe seconded and the motion carried without dissent.

LANDSCAPE COMMITTEE REPORT

The Landscape Committee met on April 1, 2022. Four residents attended, three of whom represented Oakmont 13. Their concern consisted of 2 issues, clean up behind the carport and the installation of a seating area. The fourth resident was following up on a tree issue and was referred to Landscape Manager. A Zoom meeting on April 29 has been set up to review and prioritize the project list. The landscape chair reported that she had visited several entries in other Mutuals and noted that here was greater compliance to policy in them than in FWCM. Jean asked if Sandra would be willing to write an article on this topic for the News. Sandra agreed to do so. Monique Roblin was appointed to District 2 as the representative.

TREASURER'S REPORT

Ms. Donahue reported that she had the preliminary financials for January. The Board is on budget so far. The Mutual is over budget in insurance, which is expected. Third-party billing delinquencies totaled \$97,000. \$75,000 is owed to the Mutual for more than 90 days. Coupon delinquencies are \$132,000. \$72,000 is owned for more than 90 days. Even with these delinquencies, the Mutual is still in good shape.

Mr. Lesser reported that the February financials will be ready next week. March will follow two weeks after. The audit is almost complete. A temp senior accountant has been hired to fill in for Tess Haskett. Once the audit is complete, the financials will no longer be preliminary.

BUDGET & FINANCE COMMITTEE

Mr. Moderacki reported that the committee met on April 19. They went over the budget and found the same information that Ms. Donahue and Mr. Lesser reviewed.

The Mutual is over budget in insurance by \$25,581. Rates have gone up with all of the California fires with some in Rossmoor. Everything is covered up to \$200 million. The committee has been talking about meeting with Helsing for the annual report. The committee wants to find out how Helsing develops their projections.

The committee is drafting a policy for changes in golf cart charging. They will meet with Mr. Lesser to talk further. The next meeting is May 17 in the Board Room at Gateway.

MUTUAL OPERATIONS REPORT

Mr. Hughs reported as follows:

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FIRE BUILDING- Pound Management, the Project Management Company that is leading the rebuild, is still working on signing a Contractor to do the truss and roof replacement work at the damaged section of the Fire building. It takes a great deal of detail to get things approved through our insurance company's representatives. This is the first stage of the rebuilding efforts.

ELECTRICAL RANGE/SUBPANEL INSPECTIONS- Pure Electric is still waiting for parts to come in to replace the first batch of ten subpanels. Supply chain issues are still a major challenge in acquiring electrical supplies. Once they obtain the materials, they will start to schedule the replacements.

CARPENTRY/PAINT REHAB WORK- Carpenters are currently working on 1216 Fairlawn Court, entry 5 and 1548 Golden Rain Road, entry 4. Painters are working on 1131 and 1200 Oakmont Drive.

ROOFING- Fiala Roofing has completed all 10 of the carport roofs for the year. That completes our 2022 roofing program.

Mr. Hughs reported GE will start production on 27" drop-in ranges to be available in 6-8 weeks.

Carport roofing has been completed.

RECYCLE/COMPOSTING

Mr. Moe reported that the law on food waste is that it goes into the green bin. This is a reminder to all residents. Residents need to help out in terms of recycling and waste matters. They should be proactive. When residents move out, they need to be mindful of how they dispose of their waste.

PLANNING RESOURCE COMMITTEE

Ms. England reported that she sent out 4 documents over the past month to the Board. She wanted to know if there were any concerns from the Board.

Ms. Autrey moved to establish a 10-year planning committee pursuant to Mary England's documents. Ms. Donahue seconded and the motion carried 3-1. (Kaiser-no and Copley abstained.)

PRESIDENT

Ms. Autrey reported the Presidents Forum met on March 28. There was one objection for the management agreement. Most Mutuals have agreed to the resolution #5502 regarding transfers. Clay Dunning argued that the Mutuals should consider outsourcing work that the accounting department does. John T and Kris Peterson have been hired, but Kris has left. Chris Preminger has created a sales and demographics report.

NEW RESIDENT ORIENTATION

Mr. Priebat stated there are 15 new residents. The schedules are tentative, but letter will go out.

UNFINISHED BUSINESS

1. Main Electrical Panels – On hold because the PRC is considering whether to hire a consultant that can possibly come up with a small number pending further information.
2. Entry 14-Garden Agreement – Mr. Tawaststjerna could not find any documentation that would identify that agreement. He is to take the lead on this matter.
Ms. Autrey moved to rescind the agreement. Ms. Donahue seconded and the motion carried without dissent.
3. Policy 7.0 was not addressed

4. Policy 20.0 is on hold until legal review.
5. Policy 13.0 is on hold until the next meeting.
6. Charter for 10-Year planning Committee – approved.

NEW BUSINESS

1. Ratify Notice for Acclamation –
*Mr. Moe moved to approve ratifying the authorization of notice for acclamation.
Ms. Copley seconded and the motion carried without dissent.*
2. Proposal for Inspector
*Ms. Copley moved to approve the proposal for the Inspector of Elections from
Andre O'Toole. Ms. Donahue seconded and the motion carried without dissent.*
3. Remind members there is a Town Hall Meeting on May 7, 2022.
4. Establish an ACC Meeting Schedule – The Board agreed to use Ms. Kaiser's proposal.
5. Landscaping Expense Approval Process
*Ms. Autrey moved to use the procedures presented by Sandra Crinnion.
Ms. Copley seconded and the motion carried without dissent.*

ANNOUNCEMENTS

Ms. Autrey announced there will be a meeting on May 13 at 10 am. Via Zoom.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:34 a.m.



Anne Paone, Assistant Secretary
First Walnut Creek Mutual

***The Board of Directors met in executive session on March 25, 2022 at 11:44 a.m. to discuss the following:

1. Member Matters – Fines Imposed, Terminations-proceeds

Having no further business, the executive session adjourned at 1:40 p.m.