

MINUTES

FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, FEBRUARY 28, 2020 AT 10:00 A.M. DONNER ROOM – EVENT CENTER

President Gerald Priebat called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, February 28, 2020 at 10:00 a.m. in the Donner Room, Event Center, Walnut Creek, California.

PRESENT: Gerald Priebat, President, District 2
John Moe, 2nd Vice President, District 3
Pat Donahue, Treasurer, District 4
Peggy Kaiser, Secretary, District 5

EXCUSED: Tom Hansen, 1st Vice President, District 1

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. Priebat welcomed the 20 residents in attendance.

APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

Regular Meeting Minutes – January 24, 2020
Executive Session Minutes – January 24, 2020
Certify December Preliminary Financials – in compliance with #5500

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

RESIDENTS' FORUM

The Residents' Forum was held. Topics included lighting, speeding on Tice Creek (GRF matter), questions and suggestions about water main break, questions about communicating issues to residents (Nixle is used when appropriate) and questions about reserve funds.

LANDSCAPE REPORT

Ms. Pollon reported that the Rockledge renovation is complete. The Mutual received a rebate from EBMUD in the amount of \$845.00. Two trees fell in FWCM during the latest windstorm, one in GR Entry 16 and one in front of Pine Knoll, Entry 3. Ms. Pollon reminded the Board that irrigation matters come from the irrigation budget, not the rehab budget. Ms. Pollon reviewed proposals for the Board to approve as follows:

Golden Rain E7 – irrigation - \$2,076
Golden Rain E8, 1940 (facing 1916) irrigation - \$2,304
Golden Rain E8, 1916 (facing 1940) irrigation - \$2,368
Golden Rain E7, 1800 Building – renovation, install retaining wall - \$5904.00
Golden Rain E7, 1800 Building – front of building renovation, Demo, Planting, Finish
Detail - \$8,207.36
Golden Rain E8, 1940 (facing 1916) – Landscape Enhancement, Demo, Planting,
Finish Detail - \$6,697.18
Golden Rain E8, 1916 (facing 1940) – Landscape Enhancement, Demo, Planting,
Finish Detail - \$7,026.98

Total amount per Ms. Pollon - \$34,582.00. This is within the budget.

Mr. Moe moved to approve the proposals as presented. Ms. Donahue seconded and the motion carried 3-1. (3-1 Kaiser)

Landscape Committee: The Board approved the appointment of Sandra Crinnion as Chair of the committee. Mr. Priebat reported there are three candidates for committee reps. They will be interviewed by Ms. Pollon, Ms. Crinnion and himself.

TREASURER'S REPORT

Ms. Donahue reported that everything seems fine. Mr. Chakoff will give some details.

Mr. Chakoff reported from the January prelim financials. The operating fund is \$10,000 better than budget. Revenue is \$7,000 favorable. Building maintenance is \$25,000 deficit to budget with most of it due to plumbing issues. Insurance is \$17,000 over budget. Utilities is \$41,000 better than budget. It is so early in the year, but the Mutual is on track.

BUDGET & FINANCE COMMITTEE

Ms. Autrey reported the committee did not have any financials to review. Most projects are on hold right now. Doug Hughs attended the last meeting. He discussed fire safety improvements. Firewalls and draft stops in attics should be done first. Kitchen ballasts (lights) should also be done. Dennis Bell will attend the next meeting. The committee is interested in golf carts.

MUTUAL OPERATIONS REPORT

Mr. Hughs read his report as follows:

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WATER MAIN BREAK- On Saturday, February 15th a water break occurred in Fairlawn Court Entry 3 directly in front of 1148 Fairlawn, manor #4. The break was at a 2" irrigation line which fed directly off a domestic main under the concrete sidewalk. This main line affected 118 residents with address's located on entries 1, 3 & 5 Fairlawn Court, Rockledge Lane entries 1 & 3 and Tice Creek Drive entries B & C. An emergency crew responded and repaired it immediately that evening.

FIREWALLS IN G-11 BUILDINGS- After the recent fire in SWCM some interest has come up in installing additional firewalls in Sonoma/Sequoia buildings. We would like to get some direction from the Board on this and maybe incorporate some of these firewalls in our carpentry rehab program this year. This would be on the Sonoma/Sequoia buildings located on Golden Rain Road, entries 19-20.

ROOFING- We conducted a roofing bid walk with Frank Fiala Roofing on January 30th. The detailed numbers have been submitted to the Board of Directors in our memo dated February 13th. The total price of the work is \$293,265.00 to reroof eight residential buildings and two carports. Our roofing budget for 2020 is \$300,000. We are now requesting Board approval to contract with Frank Fiala Roofing to perform this work.

Ms. Kaiser moved to approve the roofing bid from Frank Fiala Roofing in the amount of \$293,265.00 to reroof eight residential buildings and two carports. Ms. Donahue seconded and the motion carried without dissent.

RECYCLE/COMPOSTING

Mr. Moe reported that the trash policy is outdated. He had emailed the Board changes to consider. Some did not receive it. He will resend for their review. The trash situation needs to be improved. Some people don't seem to understand how to recycle items. Hazardous materials are tossed in the trash, too. Batteries, light bulbs and items with cords are thrown in the bins.

Mr. Donner explained that the MOD recycling area does not take trash. It is for contractors use, but residents can bring cardboard or some recyclable furniture, if it is wood. E-Waste will come to your door if you call them. The company is Rapid Recycle.

Mr. Moe reported that he is trying to make sure each entry has a green cart for organics.

WEBSITE

Mr. Priebat recommended disbanding the Ad Hoc Committee and that the Mutual rely on the Rossmoor website. He didn't think any further efforts should be made regarding a First Walnut Creek Mutual website.

Ms. Donahue moved that the Committee be disbanded and no further efforts be taken to address a FWCM website. Ms. Kaiser seconded and the motion carried without dissent.

Ms. Kaiser stated that Ms. England did a survey at the Annual Meeting. Fifty-one residents responded. Only 6 emails were received from an article in the Rossmoor News about the website. Five were not in favor. One was in favor.

The Board asked Anne Paone to send a letter to Ms. England thanking her for all of her work on this project.

PRESIDENT'S REPORT

Mr. Priebat reported that Mr. Donner gave a presentation at the Presidents' Forum regarding various costs. There was a presentation on the new election rules. Mr. Priebat explained possible charges incurred by using an Inspector of Elections. The attorney sent draft election documents to the Board. GRF wants to update the Trust Agreement, which was created in 1964. They would like to extend it into perpetuity.

ORIENTATION – Gerald Priebat

Mr. Priebat reported the next meeting will be on March 10th at 10:00 a.m. in the Donner Room. All residents are welcome to attend.

UNFINISHED BUSINESS

Electricity for Golf Carts: Ms. Kaiser stated that there needs to be a coordination of forms we the Mutual knows who is paying.

Mr. Donner reported that there are vendors that will review their policy and will walk the Mutual. There is a fee for this service.

Ms. Kaiser reported that \$5 to charge a battery may be too little. She would like the Board to increase that amount.

Monetary Considerations: Ms. Kaiser would like to see the outlets updated in the carports. The Mutual should consider a larger incentive for residents to update the outlets.

Mr. Priebat discussed including fire prevention safety measures when doing rehabs., which include fire walls and draft stops.

Mr. Priebat moved to instruct Doug Hughs to include safety measures for the attics and balconies in the rehab proposals. Ms. Donahue seconded and the motion carried without dissent.

Ms. Kaiser would like the Budget & Finance Committee to provide the Board with recommendations regarding structural components to assist in updating the Helsing report.

Color Spots: Ms. Kaiser asked the Board to consider having more native, permanent plants on the corners of the Mutual.

Mr. Donner reported that either can be done. He suggested giving this to the Landscape Committee.

NEW BUSINESS

Heat Pumps – Mr. Moe would like to see the Mutual use these instead of gas for water heaters, etc. The Mutual could have an engineer determine the cost and list pros and cons of usage. Mr. Priebat thought this would be a huge expense for the Mutual to take on at this time. There was no further discussion.

Election Rules – The Board asked Anne Paone to post the rules for the 28-day comment period and to send Mutual owners the appropriate letter.

ANNOUNCEMENTS

The next regular Board meeting: Friday, March 27th, 2020 at 10:00 a.m. in the Donner Room at the Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:30 a.m.



Anne Paone, Assistant Secretary
First Walnut Creek Mutual

***The Board of Directors met in executive session on November 19, 2019 at 10:00 a.m. to discuss the following:

1. Member Matters: Personnel Matter

Having no further business, the executive session adjourned at 11:06 a.m.

***The Board of Directors met in executive session on November 22, 2019 at 11:13 a.m. to discuss the following:

1. Member Matters: Carport Violation; Alteration Issue; Wildlife Matter

Having no further business, the executive session adjourned at 11:40 a.m.

***The Board of Directors met in executive session on January 24, 2020 at 11:30 a.m. to discuss the following:

2. Member Matters: Reimbursement; Barking Dog

Having no further business, the executive session adjourned at 11:44 a.m.