

MINUTES

FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, JANUARY 28, 2022 AT 10:00 A.M. ZOOM

President Jean Autrey called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, January 28, 2022 at 10:00 a.m.

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 Paul Donner, Mutual Operations Director; Joel Lesser, Chief Financial Officer; Doug Hughs, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; and Anne Paone, Administrative Secretary.

Ms. Autrey welcomed 28 residents in attendance.

APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

November 19, 2021 Regular Session Board Meeting
November 19, 2021 Executive Session Meeting
December 3, 2021 Executive Session Meeting
December 17, 2021 Executive Session Meeting
December 10, 2021 Special Meeting
October 11, 2021 Tabulation Meeting

Certify compliance with Civil Code #5500.

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

RESIDENTS' FORUM

Resident asked about electrical fee structure.
Resident stated she would like to charge her vehicle at her manor.
Resident concerned about wiring for car charging. Solar would block her view.
Resident asked about BBQs. Flippers putting in gas stovetops.

Ms. Autrey thanked everyone for their participation.

LANDSCAPE REPORT

Ms. Pollon reported landscaping has the same budget as last year. There are 4 proposals for the Board to consider. They met with residents. They will do mulching. They put cobble stones along side of the sidewalk because it helps to prevent turkeys from causing a mess.

Mr. Donner reported that the plant replacements are part of the operating budget and does not really need approval.

Ms. Kaiser moved to approve \$4,5554 for plant replacements, \$60,000 NTE for mulching, and \$20,000 NTE for cobble stones with moneys to be taken from the operating fund. Mr. Moe seconded and the motion carried without dissent.

Voice vote taken-all said aye.

Ms. Kaiser moved to approve \$50,621 for the rehabs presented to be taken from the reserve fund. Ms. Copley seconded and the motion carried without dissent.

Voice vote taken-all said aye.

LANDSCAPE COMMITTEE REPORT

Ms. Crinnion reported that the committee met with Ms. Pollon regarding the project list. District 5 committee member resigned.

TREASURER'S REPORT

Ms. Donahue reported the Board should get the year end financials early next month. The revenue for the end of 2021 was \$24,300,00. Building and Public Works, insurance, and Utilities (water) were over budget. There is \$114,512 in unpaid coupon debt.

Mr. Lesser reported the Mutual is in good shape. The Accounting Services Guide was distributed to the Presidents and Treasurers.

BUDGET & FINANCE COMMITTEE

No report.

MUTUAL OPERATIONS REPORT

Mr. Donner reported that the GRF Board voted 4-4 to close the facilities and revisit the issue on February 8th. MOD is open for full services. There are drop boxes outside or if necessary, someone can meet you outside.

Mr. Hughs reported as follows:

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FIRE BUILDING-The structural drawings for the truss replacement work on the building have been completed. We will be working on signing on a prime Contractor to complete this work. We have also received the detail bid from the Architect to do the complete interior build out repair work and are seeking approval from the Insurance adjuster and his agents.

WATER MAIN BREAKS-There has been a sharp increase in the number of water main breaks the last couple of months. We are hoping that it is only related to the increase in rainfall that we have gotten and not something that will be constant. Typically, we get one break every other month yet throughout this past December and January it has been one every other week.

ROOFING- We looked at 10 carport roofs with our primary roofer, Frank Fiala Roofing. In our memo to the Board dated January 20th we detailed the numbers and total price of the proposed Contract. The total price of the work is \$209,431.00 to reroof the 10 carports. Our roofing budget for 2022 is \$360,000. We are now requesting Board approval to contract with Frank Fiala Roofing to perform this work.

ELECTRICAL RANGE INSPECTIONS- In our memo to the Board dated January 19th I detailed the challenges we have come across in our electrical range inspections. The first issue deals with the original Zinsco subpanels and weather we should do repairs to them when needed or just replace them with new panels.

The second issue deals with the 27" pedestal drop in ranges we have encountered that are blocking access to the electrical boxes to inspect. Many of them are older and the electricians fear moving them less they damage them in the process. The availability of getting a replacement is very difficult. There are also many of these that have been wedged in place between countertop tile and the workers do not want to damage the countertop that has been altered.

Mr. Moe moved to approve \$209,421.00 for ten carport roofs to be done. Ms. Copley seconded and the motion carried without dissent.

Voice vote taken with all said aye.

Mr. Hughs reported Pure Electric has made a first complete go through on the list of manors to be inspected for kitchen range electrical connections and the manor subpanels.

Mr. Hughs reported the question here is do we do the repair on these old subpanels for \$270.00 per panel or do we go ahead and replace the subpanel with a new one for \$3000.00? There are so far 53 of these panels out there right now. So total monies we are looking at to do the repairs is around \$14,000. If we were to replace the subpanels instead it would be \$160,000. There are sure to be more panels out there that will turn up with the same conditions.

Ms. Autrey reported the Mutual should put money in the reserves to replace the panels. It does not make sense to repair what has to be replaced. The Mutuals should replace what Pure Electric says should be done.

Ms. Copley moved to relace the sub panels in the manors for \$160,000 as specified in the report by Pure Electric and is to be taken from the reserve account. Mr. Moe seconded and the motion carried 4-1. (Ms. Donahue was not present to vote.)

Voice vote taken. All Board members present voted aye.

Mr. Hughs reported the second issue involves the 27" pedestal ranges. These ranges are currently not being produced right now. GE claims they are going to be re-designing them with more readily available parts in the near future, but they have not given a timeline. This becomes a problem because many of the junction boxes that need to be inspected are located behind these ranges. If our electricians pull these ranges out to inspect the boxes there is a chance that some of the ranges touched may not work properly after they have been pulled out and then reinstalled. Then we are forced to either repair or replace this range. Parts to repair these 27" ranges are also in the months long backlog to obtain. One option is to convert this 27" drop in ranges to a 30" free standing range which is readily available and reasonably priced. However, we would have to alter the existing cabinets and counter tops to accommodate this increases sized range. If the cabinets and countertops are original Mutual components the price to do that work would be \$975.00. If the cabinets and/or countertops have been altered, it would be significantly more difficult, and the price would depend upon that particular situation. And of course, hopefully the resident agrees to this solution. Many of these ranges are also located in spaces of an altered tile countertop where the range can no longer be removed without a good chance of damaging the tile to get the

range out. Another short-term fix is to supply the resident with a portable cooktop and or air fryer which can take the place of an oven.

Ms. Autrey reported the Board needs to find out what the Mutual is obligated to do. This issue is tabled for the next Board meeting when some more information should be available.

RECYCLE/COMPOSTING

Mr. Moe reported there is not much headway being done. He needs to find a different approach for recycling.

PLANNING RESOURCE COMMITTEE

Ms. England reported the Following:

There are 4 work groups in the committee.

1. Itemize governance needs for the Mutual Board, Members, others
2. Identify urgency of those governance needs
3. Prioritize opportunities (options/projects) for addressing governance needs for the Mutual Board, Members, others
4. Recommend Planning resource for future development of improved governance

Ms. England reported the Committee has five recommendations as follows:

1. Board should focus on strategic issues. Do redistricting and hire support for tactical matters.
2. More Board training and orientation
3. Improve Mutual-wide communications
4. Invest in CAI
5. Explore ways for a better relationship with MOD and GRF.

Mr. Appleman thanked the Board for their support.

The committee distributed a survey and received over 600 responses.

PRESIDENT

Ms. Autrey reported at the Presidents Forum placing financials online was discussed. Mutuals are only interested if the site is password protected. Alterations will now be coded by the type of alteration. A list of particular alterations can then be created. Ann Peterson will be asked if she can post the email addresses of Directors. The management agreement is close to being finalized. There will be changes at the main gate regarding access to Rossmoor.

NEW RESIDENT ORIENTATION

The next orientation will be held on February 8th at 10:00 a.m. via Zoom.

UNFINISHED BUSINESS

1. Balconies and BBQ Policies – Ms. Kaiser stated these still need to be discussed. Ms. Autrey agreed and stated that the Board needs to hear about insurance.
2. EV Charging – Ms. Autrey reported that there is no guarantee that there is enough electricity available. Ms. Kaiser stated that right now it could be a safety issue to plug into carports. Mr. Hughs reported that it is best to have a dedicated circuit for one car. The Board will not change the EV Policy at this time.
3. Electrical Fee Structure – The Board needs more information. The Board agreed

that the Finance Committee should address this issue and report back to the Board.

4. Shared Solar – Ms. Copley stated this is still in flux, but it is being worked on. Mr. Moe reported that he was working with Solar Technologies looking at a PPA (Power Purchase Agreement). The Mutual has 156 electrical meters, which is too many. Each one would be charged a monthly charge. This is not economically viable.
5. Smoking Policy – Ms. Copley would like to add draft language. She would like to add that it is not just second-hand smoke that is a problem, but this is a potential fire hazard. She will draft something and present it to the Board. Ms. Kaiser would like the text, no smoking at all in FWCM, added to the policy.

NEW BUSINESS

1. Already discussed.
2. Still need more entry coordinators. It would be nice to have them.
3. Not addressed
4. Discussed
5. Town Hall Meetings – Ms. Kaiser would like them to be for the entire Mutual, not just individual districts. Ms. Copley stated they should all be together. Ms. Autrey will work with Marcia McClean.
6. Audit or Review – The Board agreed to have a review done this year. The review is \$2,100 and an audit is \$11,000.
7. Ms. Autrey confirmed the members of the Finance and landscape Committees as follows:

Finance

Chair Andrea Szentirmai and co-chair is Paul Moderacki
Carol Sund – District 1
Ann Prichard – District 2
Vacant – District 3
Young Chung – District 4
Sandra Crinnion – District 5

Landscape

Chair – Sandra Crinnion
Yvonne Provaznik – District 1
Peter Calalano – District 2 (Appointed by Elizabeth Copley)
Sharon Enright – District 3
Norman Andrews – District 4
Vacant – District 5

8. Collecting Emails – Ms. Autrey is getting opinions on how to best do this.
9. Coinless Laundries – Mr. Hughs will find out about the viability of this from WASH.
10. Board Meetings 2 Times Each Month – Ms. Copley stated if the Mutual has Town Hall Meetings, then 2 Board meetings may not be needed.

ANNOUNCEMENTS

Ms. Autrey announced there will be a meeting on February 11 at 10 a.m. The Board will discuss outside lighting. Some residents say lights shine too much in their windows. It depends on the area. Ms. Kaiser will come up with a criterion for lighting.

ADJOURNMENT

Having no further business, the meeting adjourned at 12:05 p.m.



Anne Paone, Assistant Secretary
First Walnut Creek Mutual

***The Board of Directors met in executive session on November 19, 2021 at 11:39 a.m. to discuss the following:

1. Member Matters – Fine Imposed, Terminations

Having no further business, the executive session adjourned at 1:08 p.m.

***The Board of Directors met in executive session on December 3, 2021 at 10:00 a.m. to discuss the following:

1. Contracts - Landscape

Having no further business, the executive session adjourned at 10:58 a.m.

***The Board of Directors met in executive session on December 17, 2021 at 10:00 a.m. to discuss the following:

1. Member Matters – No Fines Imposed
2. Legal – Shared Solar, EV Charging

Having no further business, the executive session adjourned at 12:00 p.m.