

## MINUTES

### FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, JUNE 26, 2020 AT 10:00 A.M. ZOOM MEETING

President Gerald Priebat called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, June 26, 2020 at 10:00 a.m. (Zoom Meeting)

PRESENT: Gerald Priebat, President, District 2  
Tom Hansen, 1<sup>st</sup> Vice President, District 1  
John Moe, 2<sup>nd</sup> Vice President, District 3  
Pat Donahue, Treasurer, District 4  
Peggy Kaiser, Secretary, District 5

EXCUSED: None

Staff was represented by Doug Hughs, Building Maintenance Manager; Rebecca Pollon, Landscape Manager, Tess Haskett, Assistant Controller and Anne Paone, Administrative Secretary.

Staff Excused: Paul Donner, Mutual Operations Director and Rick Chakoff, Chief Financial Officer

Mr. Priebat welcomed the 5 residents in attendance.

#### APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

Regular Meeting Minutes – May 22, 2020

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

#### RESIDENTS' FORUM

A resident thanked Mr. Moe for his excellent flyer regarding recycling.

A resident reported that items should not be placed in laundry rooms. They are currently clear.

#### LANDSCAPE REPORT

Ms. Pollon presented various proposals to the Board for approval totaling \$27,838.

*Ms. Kaiser moved to approve the landscape proposals in the amount of \$27,838 to be taken from the reserve fund. Mr. Moe seconded and the motion carried without dissent.*

Ms. Pollon advised the Board that she would like to have BrightView on a schedule of working on Fridays to do tree work. The cost would be \$1,500. The Board agreed that this would be more cost-effective.

Ms. Pollon briefly reviewed the project for GRF. Rossmoor is surrounded by 700 acres of open space.

Mr. Moe inquired about the policy on rocks being used as borders. Ms. Pollon explained that cobble is used on the edge to keep mulch from being kicked and spread by turkeys. It prevents a big mess. That landscaping is not designed to be walked in.

#### Landscape Committee:

Ms. Kaiser reported on behalf of Sandra Crinnion. Sandra Crinnion asked her to thank Rebecca and Curtis for their time and help during the orientation of the new landscape committee reps. The next landscape committee meeting is yet to be determined.

#### TREASURER'S REPORT

Ms. Donahue reported Building and Public Works in over budget. This is mostly due to electrical and plumbing matters. Everything else is fine. There are more delinquencies in coupon payments. This will be addressed.

Tess Haskett reported on the CDARS program. No banks are participating in 4-13 week CDs. City Bank has a Brokerage CD program. It has a \$100,000 minimum investment requirement. Money can be staggered. It is FDIC insured.

*Ms. Donahue moved to put funds from the CDs into the Brokerage CD for the minimum of \$100,000. Mr. Hansen seconded and the motion carried without dissent.*

Mr. Priebat stated that the Board is counting on the accounting department to send delinquent notices to members.

#### BUDGET & FINANCE COMMITTEE

No report. Meeting TBD.

#### MUTUAL OPERATIONS REPORT

Mr. Hughs read his report as follows:

First Walnut Creek Mutual – Board Meeting –June 26, 2020

ROOFING- Frank Fiala Roofing has completed seven roofs. They are now working on 2224 Pine Knoll Drive, entry 4.

CARPENTRY/PAINT WORK- Our carpentry crews and painters have restarted rehabbing buildings on May 4<sup>th</sup> when the County health restrictions were lifted to allow construction work to resume. We have completed the carpentry and painting on 12 buildings so far. Carpenters are currently working on the four San Franciscan buildings in entry 4 Pine Knoll Drive. Painters are working on 1588 and 1600 Golden Rain Road, entry 5 and 2279 Tice Creek Drive, entry 2 Rockledge Lane.

G-11 FIRESTOPS- In last month's Board meeting I was requested to get an estimate together on total costs for adding the attic fire walls and back deck fire walls on the six Sonoma/Sequoia buildings for this year. The cost estimate is \$25,000 to do the necessary work as discussed at last month's Board meeting. This would add firewalls at every second

unit as discussed at last month's Board meeting. All of the attic walls are already done so we save quite a bit of money there.

Mr. Preibat asked Mr. Hughs to move forward with the firewalls as reported. Ms. Donahue asked if the valves can move on the gas meters, due to painting. Mr. Hughs reported that he has told the painters not to paint over them going forward. Ms. Donahue recalled Mr. Donner stating they can be checked and opened for a cost of \$5,000. Since Mr. Donner was not at this meeting, this item will be placed on next month's agenda. Mr. Hansen placed some containers in laundry rooms for battery disposal. He then disposed of them. He will place containers in washrooms, too.

### RECYCLE/COMPOSTING

Mr. Moe reported that recycling is not going very well. He has had positive reactions to the flyer that he created. Food waste is going into the landfill bin. Residents are not sorting items. Random items are being thrown into bins when residents move in or move out. Mr. Priebat suggested that Mr. Moe do an article for the Rossmoor News.

### PRESIDENT'S REPORT

Mr. Priebat reported that at the Presidents Forum, there were presentations by staff. GRF is following county rules regarding the pandemic. Delinquencies were discussed.

### ORIENTATION – Gerald Priebat

On hold due to shelter-in-place.

### UNFINISHED BUSINESS

Mr. Moe reported that he doesn't think it is possible to use VetsMoveJunk right now. Mr. Moe has given the Board a copy of the trash policy. He would like to see it revised. It is outdated. Mr. Priebat will review it.

### NEW BUSINESS

Ms. Kaiser asked who monitors the bulletin board in the laundry rooms. There is no policy addressing this matter, but Mr. Preibat reported that he checks his area. He removes any advertisement.

Ms. Kaiser felt there needs to be clearer information regarding who residents should contact for repairs in the laundry rooms. Mr. Hughs will post information.

Mr. Hughs monitors compliance with Welcome to be sure they are fulfilling their contract for cleaning. Residents can call the work order desk if they see a problem.

Mr. Moe thought it would be a good idea for the Mutual to go paperless. But he has found out that it can be challenging. There will have to be programs in place to support this. Mr. Priebat reported that Chris Preminger is working on electronic document signing.

Mr. Moe would like to see an addition made to the Movein/MoveOut policy, Section 9. He would like it to state that MOD will pick up items for a fee. He would like the Board to review the policy.

Mr. Moe discussed BBQ grills and Section 20.0 policy. He is wondering if BBQs should be allowed. Mr. Hughs reported that the previous Board wanted to leave it the County policy.

Mr. Priebat reported that a concrete pad was installed in an entry so the residents could BBQ there. The Mutual takes care of the pad and residents are responsible for BBQs. Mr. Hansen doesn't think BBQs should be allowed on balconies. Mr. Moe will check the current fire code and report back to the Board.

Mr. Priebat discussed standard vs non-standard alterations. Major rehabs should be moved to non-standard.

Ms. Kaiser reported that those alterations can be reviewed during the regular Board meeting by the ACC Committee.

Ms. Donahue asked the Board to review the policy manual by the next meeting.

Ms. Kaiser addressed residents that send anonymous letters to the Board. Sometimes the Board needs more information and they need someone to contact. The person should be willing to sign the letter.

Ms. Kaiser asked about procedures for carport rentals. Mr. Priebat will speak to Karen Kruth in member Records to see if they track these.

### ANNOUNCEMENTS

The next regular Board meeting: Friday, July 24, 2020 at 10:00 a.m. (ZOOM Meeting)

### ADJOURNMENT

Having no further business, the meeting adjourned at 11:33 a.m.



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Anne Paone, Assistant Secretary  
First Walnut Creek Mutual

\*\*\*The Board of Directors met in executive session on April 24, 2020 at 11:10 a.m. to discuss the following:

1. Legal: Discussion to offer settlement - approved

Having no further business, the executive session adjourned at 11:38 a.m.