

## MINUTES

### FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, MAY 22, 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, May 22, 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 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 5 residents in attendance.

#### APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

Regular Meeting Minutes – April 24, 2020  
Executive Session Minutes – April 24, 2020

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

#### RESIDENTS' FORUM

No comments or questions.

#### LANDSCAPE REPORT

Ms. Pollon reported that mulching has started. The program might be revised in the future. Fire abatement for the trees has mostly been completed. It was approved at the last meeting.

Ms. Pollon asked that the Board approve various proposals previously sent to them for their review. The total amount is \$27,088, which includes a retaining wall at Tice Creek.

*Mr. Moe moved to approve the proposals in the amount of \$27,088 to be paid from reserves. Ms. Kaiser seconded and the motion carried without dissent.*

Ms. Pollon asked for approval for tree work and fire abatement, including fire and safety maintenance for the Liquid Ambar tree in district 5 for a total amount of \$15,802.

*Ms. Donahue moved to approve the proposals in the amount of \$15,802 to be paid from reserves. Ms. Kaiser seconded and the motion carried without dissent.*

Ms. Pollon asked for approval for a proposal to change irrigation heads to bubblers in the amount of \$3,154.00.

*Mr. Moe moved to approve the proposals to change out irrigation heads to bubblers in the amount of \$3,154 to be paid from reserves. Ms. Kaiser seconded and the motion carried without dissent.*

Landscape Committee:

Sandra Crinnion will report under Unfinished Business on the agenda.

### TREASURER'S REPORT

Ms. Donahue reported that the budget looks very good. Carpentry, plumbing, and gutters are over budget. Some work is seasonal. Insurance is \$86,000 over budget, but the Mutual has received a credit of \$93,000 for excess commissions. Coupon delinquencies are being followed-up.

Mr. Chakoff reported that the Mutual is invested in the C-DARS program. The interest rates are very low. There are no more short-term CDs available. They are looking into others. Tess Haskett will advise the Board.

### BUDGET & FINANCE COMMITTEE

No report.

### MUTUAL OPERATIONS REPORT

Mr. Donner reported everything is still closed to foot traffic. There are drop boxes in the main entrance and outside the Alterations Department. Contractors hours are slightly reduced to 9-4. All contractors are working. Resales are being processed by that department.

Mr. Hughs responded to Ms. Donahue's financial report as follows: Servicing of existing fire extinguishers for inspection, recharging if needed, then tagged to mark done. 80% completed. Plumbing breaks have not been too costly. Carpentry included a big dry wall repair.

Mr. Hughs read his report as follows:

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ROOFING- Frank Fiala Roofing has completed two roofs. They are now working on 1401 Oakmont Drive, entry 10 and 2101 Tice Creek Drive, entry 1 Oakmont Drive.

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 three buildings so far. Carpenters are currently working on the Yosemite and Mendocino buildings located on Golden Rain Road entries 2-5 and Rockledge Lane, entry 2.

G-11 FIRESTOPS- In our February Board meeting we had some discussion and made a motion to start the installation of Firewalls in G-11 attics and back decks. There seems to be some confusion on how many we were directed to install per building. The question is whether to install the firestops between every single unit or every other unit. We would like to get feedback from the Board on this.

G-11 fire stops were discussed for clarification regarding a previous motion. Mr. Hughs' understanding was that every other attic and walls on back decks would be done. It was decided that Mr. Hughs will present a cost estimate for the next Board meeting for every other unit.

Mr. Hughs reported that they met with residents to pick paint colors for 4 units. Buildings with more units get a form to drop off in the laundry room.

### RECYCLE/COMPOSTING

Mr. Moe created a flyer to provide to residents from the Board. Unfortunately, the Board did not receive the flyer via email. He will get them a hard copy to review. The flyer lists Mr. Moe as the contact person and shows 4 quadrants indicating where different items should be placed. Ms. Pollon stated that the landscape crew can place the flyer on the unit doors. The Board agreed that Mr. Moe could get the flyer printed and Ms. Pollon will have them delivered to residents.

Mr. Donner reminded everyone that Rapid Recycle will pick up anything with a cord. There are some charges for larger items.

### PRESIDENT'S REPORT

Mr. Priebat reported that at the Presidents Forum, Mr. Preminger talked about electronic signatures for document signing. Ms. Pollon gave a wonderful report on a 5-year landscape plan for all of Rossmoor. This gives residents an idea of what to expect. Old plants would be removed and trees that have aged out.

### ORIENTATION – Gerald Priebat

On hold due to shelter-in-place.

### UNFINISHED BUSINESS

Sandra Crinnion, landscape chair, reported prospective new committee members were interviewed. District III was Sharon Enright; District IV was Norman Andrews and District V was Beverlee Freyberg.

Mr. Moe, District III, approved the appointment of Sharon Enright. Ms. Donahue, District IV, approved the appointment of Norman Andrews. Ms. Kaiser, District V, approved the appointment of Beverlee Freyberg.

Ms. Crinnion reported the next landscape committee meeting will be on June 5<sup>th</sup> at 11:00 a.m. it will be held outside, face-to-face, using social distancing.

### NEW BUSINESS

VetsMoveJunk discussion was tabled to the June meeting.

### ANNOUNCEMENTS

The next regular Board meeting: Friday, June 26, 2020 at 10:00 a.m. (ZOOM Meeting)

### ADJOURNMENT

Having no further business, the meeting adjourned at 11:07 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 on settlement - approved

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