

## MINUTES

### FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, MAY 27, 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, May 27, 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, 1<sup>st</sup> Vice President, District 3  
Peggy Kaiser, 2<sup>nd</sup> Vice President, District 5  
Pat Donahue, Treasurer District 4  
Elizabeth Copley, Secretary, District 2

EXCUSED: None

Staff was represented by: Paul Donner, Mutual Operations; Doug Hughs, Building Maintenance Manager; John Tawaststjerna, Landscape Manager; and Dave Peakes, Resale and Alteration Inspector.

Joel Lesser, Chief Financial Officer – excused

#### APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

April 22, 2022 Regular Board Meeting  
April 22, 2022 Executive Session Meeting  
January 14, 2022 Executive Session Meeting  
Certify compliance with Civil Code #5500.

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

#### RESIDENTS' FORUM

Two residents asked the Board to consider adding security cameras, motion sensor lights or other security measures to carports. Catalytic converters have been stolen.

Resident requested designating a place to store Emergency Preparedness supplies and also expressed concern for limiting water use in light of the drought.

Resident thanked the Board for holding the recent Town Hall and appreciates the support the Board has given to the Planning Resource Committee.

Ms. Autrey thanked everyone for their participation.

#### LANDSCAPE REPORT

Mr. Tawaststjerna reported that BrightView has completed weed abatement and irrigation inspections.

Pine Knoll Entry 3 rehabilitation and corner plantings have been completed. Golden Rain Entry 25 hillside is still under construction.

Work approved by the Landscape manager and Landscape Committee includes Building Rehabilitation at 1801 and 1809 Golden Rain, from Reserves; drain installation at 2401 Golden Rain and mainline repair at Oakmont Entry 10 from operating.

Year to date operating expenditures are \$86,511.70 with \$38,488.30 remaining; year to date reserves expenditure are \$75,259.34 with \$124,740.66 remaining.

### LANDSCAPE COMMITTEE REPORT

Ms. Autrey announced Landscape Committee chair Sandra Crinnion's resignation [effective May 31]. Autrey remarked on her excellent work and commitment to maintain and improve FWCM landscape. The board thanked her for all her hard work and acknowledged her time, dedication as District 5 representative and then the committee chair. Sandra had worn two hats serving as a district rep [when a district rep. position was vacant]. In light of her resignation, the Landscape Committee has openings for chair, vice chair and a District 5 representative. The committee meets at 11am on the first Friday of the month in February, April, June, August and October. The next meeting is scheduled for June 3 at Multipurpose Room 1 at Gateway.

### TREASURER'S REPORT

Ms. Donahue, Board Treasurer, reported on the Mutual's financial status. The monthly financial statement for the end of March 2022 shows that there is \$2,336,878 in the Operating Fund and 6,931,571 in the Replacement Reserve Fund. Total Cash in the Operating and Reserve Accounts was \$9,551,034. She reported the Mutual was over budget in the month of March in Building Maintenance, Landscape Maintenance and Insurance, but within budget overall for the year. The overages in March are attributable to rain leaks, electrical, plumbing and tree removal. We continue to monitor and follow up on coupon delinquencies and third party receivables which result from services provided to residents.

### BUDGET & FINANCE COMMITTEE

There was no report from the Budget & Finance Committee.

### MUTUAL OPERATIONS REPORT

Mr. Hughs reported as follows:

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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 2101 Pine Knoll Drive, entry 3 and 1548 Golden Rain Road, entry 4. Painters are working on 1216 Fairlawn Court, entry 5.

PG & E- PG & E has finish for now their work up at Rockledge Lane entry 8 and 9. They are

now working up at Golden Rain entry 23 running new underground conduit from a transformer in entry 23 under Golden Rain Road and on up through several entries off Skycrest drive.

### RECYCLE/COMPOSTING

Mr. Moe encouraged residents to get to know their neighbors and help each other with sorting trash. He urged residents to call the workorder desk for a missed trash pickup. He noted that as we are in a drought, residents should not wash their cars within entries.

### PRESIDENT

Ms. Autrey reported the Presidents Forum met on May 23. The MOD management contract is still in negotiation. The need for new accounting software was made clear. This could be an up to two-year process. Next month there will be a presentation from Gallagher on the possibility of raising the insurance deductible from \$250,000 to \$1 million.

### NEW RESIDENT ORIENTATION

Next New Resident Orientation is scheduled for June 14 at 10 am at the Donner Room, Event Center.

### UNFINISHED BUSINESS

There was no unfinished business on the agenda.

### NEW BUSINESS

1. Authorize President to Sign Waiver for Insurance Company –  
*Ms. Donahue moved to approve the authorization. Mr. Moe seconded and the motion carried without dissent.*
2. Approve Attorney Recommendations  
*Moved to the Executive Session.*
3. Request for EPO Storage Shed – Discussion  
*Mr. Moe to get more information. A central location within Pine Knoll Entry 5 is under consideration.*
4. Proceed with Replacement of 28 San Franciscan Water-Cooled AC unites  
Estimate \$95, 200 from Reserves (\$3400/unit each) –  
*Doug Hughs was authorized to expend up to \$4500/unit each to proceed.*
5. Security Issues in Carports – Camera Installations-Discussion  
*Tom Cashion and the District Attorney's office will be invited to present issues and options for addressing this problem effectively.*
6. Drought Car-Washing  
*Should be enforced.*
7. Hard-surface flooring  
*A resident requested consideration to install hard surface flooring in his upper-story Sequoia unit, with support from his downstairs neighbor. Issue was tabled pending consultation with MOD alterations and resales on options, implications.*
8. Member Matter  
*Moved to Executive Session.*

### ANNOUNCEMENTS

Ms. Autrey announced there will be a meeting at 10 am on June 10 via Zoom.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:31 a.m.

Submitted by Elizabeth Copley.



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Anne Paone, Assistant Secretary  
First Walnut Creek Mutual

\*\*\*The Board of Directors met in executive session on April 22, 2022 at 11:45 a.m. to discuss the following:

1. Member Matters – Fines Imposed

Having no further business, the executive session adjourned at 12:52 p.m.