

## MINUTES

### FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, NOVEMBER 22, 2019 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, November 22, 2019 at 10:00 a.m. in the Donner Room, Event Center, Walnut Creek, California.

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; Anne Paone, Administrative Secretary.  
Eric Howard, Building Maintenance  
Doug Hughs, Building Maintenance Manager – Excused, on temporary leave.

Mr. Priebat welcomed the 12 residents in attendance.

#### APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

Regular Meeting Minutes – October 25, 2019  
Ratifying of Compliance with Section 5500 of Davis-Stirling – Deferred to November meeting.

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

#### RESIDENTS' FORUM

The Residents' Forum was held. Topics included leaves and pine cones on sidewalks and a request to prune a Magnolia tree.

#### LANDSCAPE REPORT

Mr. Priebat reported that Chris Folger resigned as the landscape chair. Although she was not in attendance, the Board thanked her for her service to the Mutual. A new chair will be appointed at a future date. The Board will table appointing Shanti Haydon until the January meeting.

#### TREASURER'S REPORT

Ms. Donahue reported that the budget and the booklet have been completed. She thanked

Jo Ann Cooper and accounting for all of their work. The information will be sent in early December to everyone in the Mutual. The increase begins in January 2020. Residents are encouraged to use ACH.

Mr. Chakoff reminded residents that they can put a "bill pay" into their bank or sign up through accounting. In December, accounting sends a letter advising of the new amount for 2020.

Ms. Donahue reported there is a \$168,000 deficit due to insurance, gutter cleaning and rain leaks.

Mr. Chakoff reported the operating fund has a \$400,000 deficit to budget for YTD. Insurance is the costliest. There is a 15% increase in the budget, but the insurance might come in higher. The \$400,000 contribution to working capital will help.

### BUDGET & FINANCE COMMITTEE

Ms. Autrey reported the committee met on November 21. They have a new start time at 11:00 a.m. They reviewed the October financials. EBMUD was called so the committee could get a report on a meter. It is indicating twice as much water usage as last year. Doug Hughs can address this problem. Deb Thomas is a liaison to the landscape committee. The committee would like the Board to consider having a Board member attend landscape meetings. Any laundry problems should be reported to Doug Hughs. Call the number in the laundry room for equipment problems. Ms. Autrey met with Paul Donner to consider suggestions for fire safety. Perhaps installing carport fire sprinklers, fire walls between balconies and replace outlets in carports. The panels could be inspected inside and outside of the manors. They recommend the Board adopt a policy regarding gas generators. The committee requested 3 months of invoices from Republic Services.

*Mr. Moe moved to appoint Jean Autrey and Paul Moderacki as chair and vice chair for the next year. Ms. Donahue seconded and the motion carried without dissent.*

Mr. Moe asked if the committee would consider having the Mutual change the lights. Ms. Autrey will place it on the list. The Board would like Doug Hughs to look into the lights.

### MUTUAL OPERATIONS REPORT

Eric Howard reported that he is dealing with phone calls and emails while Mr. Hughs is on leave. There are a lot of plumbing issues with the sewage lines. Mr. Howard is working with Gauthiers. State Roofing has completed 3117 Golden Rain. They will start 3132 after Thanksgiving.

### RECYCLE/COMPOSTING

Mr. Moe reported he does weekly inspections. People still throw everything in a plastic bag. They don't separate items. He asked that neighbors educate neighbors. He is available if an entry wants to have a meeting. He uses E Waste to pick up appliances with cords. There will be signs on the enclosures to help Republic identify enclosures. They will have an A, B, or C. Mr. Moe reported he writes a monthly column for the Rossmoor News.

### WEBSITE

Ms. England reported that the AD HOC Committee completed its work on September 25<sup>th</sup>.

They did a survey at the Annual Meeting. Several people are interested in working on this project. Ms. Donahue complemented her on a thorough report.

### VARIOUS ISSUES - Peggy Kaiser

Ms. Kaiser reported that golf carts was a topic during the Budget & Finance meetings when she was on the committee. She urged the Board to address this matter regarding people paying or not paying for Mutual electricity. She is concerned about the outlets. Ms. Kaiser suggested that golf carts should always be registered and the Mutual should be advised when they are gone. She would like to see inspections done for clutter, to check golf carts plugging in, and making sure the outlets in the carports are good.

Mr. Priebat reported that golf ports can be rented for \$20 a month and usage of the electricity is \$60 a year.

### PRESIDENT'S REPORT

Mr. Priebat reported there was no Presidents Forum held. They will meet on December 2, 2019.

### ORIENTATION – Gerald Priebat

Mr. Priebat reported the next meeting will be on January 14, 2020 at 7:00 p.m. in the Donner Room. Existing residents are invited to attend.

### UNFINISHED BUSINESS

Website Decision: Mr. Priebat reported that it is a good idea to have a website for the community. He thought they might need a new survey. He felt the last one was too low of a sample with 51 people responding. He asked Ms. England to continue the Ad Hoc Committee. Ms. Kaiser will include in her article that they need volunteers. There is not enough information to decide on the website. It will be placed on the January agenda.

Landscape Proposals: Three proposals were presented. Two for E6 Rockledge-laundry room, and one for the E6 Rockledge turf area. The total amount will come from the reserve fund.

*Ms. Kaiser moved to approve the district 5 proposals from BrightView for E6 Rockledge in the amount of \$3,929.91 and \$2,200.69 for the laundry room and \$13,565.25 for Rockledge turf area. Mr. Hansen seconded and the motion carried without dissent.*

Golden Rain E6, E7, and E8 proposals were tabled for January.

### NEW BUSINESS

None

### ANNOUNCEMENTS

The next regular Board meeting: Friday, January 24<sup>th</sup>, 2020 at 10:00 a.m. in the Donner Room at the Event Center.

Ms. Kaiser appointed Sandra Crinnon as District 5 Landscape Representative.

### ADJOURNMENT

Having no further business, the meeting adjourned at 11:05 a.m.



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Anne Paone, Assistant Secretary  
First Walnut Creek Mutual