

## MINUTES

### FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, OCTOBER 22, 2021 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, October 22, 2021 at 10:00 a.m.

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 Director; Doug Hughs, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; Jo Ann Cooper, Financial Analyst; and Anne Paone, Administrative Secretary.  
Joel Lesser, Chief Financial Officer - Excused

Ms. Autrey welcomed 32 residents in attendance.

#### APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

September 24, 2021 Regular Session Board Meeting  
September 21, 2021 Special Session Meeting  
September 24, 2021 Executive Session Meeting

Certify compliance with Civil Code #5500.

*Mr. Moe moved to approve the consent calendar as presented, with a correction to the minutes of September 24, 2021. Ms. Donahue seconded and the motion carried without dissent.*

#### RESIDENTS' FORUM

Resident asked about enlarging the Board.

Resident commented on BBQ policy.

Resident asked about pipe inspection. Mr. Hughs advised PG&E was doing it, not the Mutual.

Resident commented on BBQ policy.

Resident commented that BBQs should be totally banned, but it should be put to a Mutual vote.

Resident commented that there is no place to put BBQs that fit the restrictions.

Resident asked if the Mutual would allow electric BBQs.

Resident commented that fines for subletting are no where else in the documents.

Resident asked why there is no carpeting allowed on balconies. Mr. Hughs reported that when it rains, it can hold moisture and then it rots the wood underneath.

### LANDSCAPE REPORT

Ms. Pollon reported they are working under phase 2 rehab projects and are getting proposals for phase 3.

*Mr. Moe moved to approve the proposal from 5-Star in the amount of \$16,980 to be taken from reserves for the drain repair at 1708 Golden Rain. Ms. Kaiser seconded and the motion carried without dissent.*

### LANDSCAPE COMMITTEE REPORT

Ms. Crinnion reported that the committee met on October 1<sup>st</sup>. Five residents attended and were concerned about plant replacements. They also expressed that they would like some consistency in the maintenance of shrubs. Ms. Pollon addressed Batch I and II. They had some conversations about landscape policies. The next meeting will be on February 4 in MPR #1. Ms. Pollon commented that they have 74 landscape plant requests.

### TREASURER'S REPORT

Ms. Donahue reported there are no September financials yet. She thanked the accounting staff for their hard work. She thanked Tess Haskett and Jo Ann Cooper and thanked Joel Lesser for addressing and resolving some issues. In 2022, new staff that has been hired will be support staff. An accounting services guide will be published.

### BUDGET & FINANCE COMMITTEE

No report.

### MUTUAL OPERATIONS REPORT

Mr. Hughs reported as follows:

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**CARPENTRY AND PAINT-** We have completed the carpentry and paint rehab work for the year after completing 28 buildings.

**FIRE BUILDING 2925 Golden Rain Road-** We have completed the work and moved back in the resident in manor #1. We are hoping to complete the work in manor #7 by the end of October. These 2 units were those on the periphery of the fire and so had only minimal smoke and water damage. The remaining 4 damaged units will take significantly longer to complete. We are getting an architect and structural engineer on board to start the drawings for the replacement of the roof and roof truss's.

**STOVE CONNECTIONS-** Pure Electric has begun the oven and stove top electrical inspections. They have contacted 152 residents so far and completed 72 inspections. We

have a total of around 500 to complete.

Mr. Hughs reported that Erica in the office of Pure Electric is very organized. The Mutual will get a thumb drive with photos of everything they checked. If a resident needs to contact Pure Electric, call 925.634.6802.

### RECYCLE/COMPOSTING

Mr. Moe urged residents to sort items correctly. Food should go in the compost bins.

### MASTER SUSTAINABILITY PLAN RESOURCE COMMITTEE

Ms. England reported that the committee had a successful hybrid meeting. Twelve residents attended. The name has been changed to Planning Resource Committee. They are creating an initial list of topics.

1. Demographics of the Mutual
2. Physical infrastructure in Helsing report
3. Physical infrastructure not in the Helsing report
4. Plumbing, Waste, and Drainage water usage
5. Energy Sources and Systems-includes all forms of energy. Identify electrical aging systems

Resident can email [fwcmplanningresource@comcast.net](mailto:fwcmplanningresource@comcast.net) to volunteer.

Mr. Donner reported that components of the infrastructure are in the Helsing report. Electrical wiring is not included.

*Ms. Copley moved to approve changing the name to Planning Resource Committee. Ms. Autrey seconded and the motion carried without dissent.*

*Ms. Autrey moved to provide a budget for the committee with a NTE of \$400.00 for expenses through the end of 2022. Ms. Copley seconded and the motion carried without dissent.*

### PRESIDENT'S REPORT

Ms. Autrey asked Mr. Moe to report because he attended the last Presidents Forum. He reported that the Management Agreement is still being discussed and they are waiting for input from Tim O'Keefe. There was a discussion regarding the accounting department. There are new rules regarding debt collection. Gallagher property insurance allocation was based on the Marshall and Swift Evaluation. This includes, in part, reviewing what type of materials are used in the building structure and whether it has sprinklers. They also look at the loss history. FWCM had a 43% insurance increase. Tom Cashion spoke about the evacuation signs. There was a report on the work order desk. They receive 40,000 calls yearly.

### ORIENTATION – Gerald Priebat

The next meeting will be on November 9<sup>th</sup> at 10:00 am.

### UNFINISHED BUSINESS

2. Enlargement of Board – Ms. Autrey reported that this would involve the attorney. Bylaws and Districts would have to be changed. The members would need to vote on it. It will not be cheap.
3. Laundry Room Dryer inspections – Ms. Autrey reported that they are inspected once a year by the fire department. Residents clean their own dryer vents.
4. Review Rossmoor Landscape Policies – Ms. Autrey reported that Ms. Pollon put this together. The Board will wait until the policies are revised to address.
1. Adoption of 2022 Budget – Mr. Donner reviewed the proposed budget.  
*Ms. Kaiser moved to approve the proposed 2022 budget with a \$940.00 per manor per month coupon. Mr. Moe seconded and the motion carried without dissent.*

## NEW BUSINESS

Mr. Donner reported that PG&E will transfer the Mutual bills to a charge that is based on off hours and peak hours. This would apply to the outdoor lighting and carport lighting. The Board agreed to let PG&E move the Mutual over to the new plan.

1. Front Door policy – Ms. Autrey spoke about door choices.  
*Ms. Autrey moved to allow residents to customize their front doors, provided they notify the Alterations Department to get the proper paperwork and that it doesn't damage the building in any way, fits the current doorframe and it meets code. Ms. Donahue seconded and the motion carried 4-1 (Kaiser).*
2. Shared Solar – Ms. Autrey reported that the process had not yet begun. Anyone may draft a policy and present it to the Board. Mr. Moe stated he will try to draft an amendment to the existing solar policy. Mr. Moe spoke to Jeff Parr of Solar Technologies regarding a PPA (Power Purchase Agreement). Accounting needs to send bills to Solar Technologies to review. Mr. Moe suggested that Golden Rain, Entry 14 would be a good location on the carport buildings.
3. EV Charging – Ms. Autrey asked Mr. Hughs what would happen if residents bought an electric vehicle and wanted to plug in their cars, especially under the G-11 units. Mr. Hughs stated it would blow the circuits. If there is not room in the sub panel for a dedicated circuit for a resident, they may have to upgrade the sub panel. Mr. Hughs reported that 2 Tesla vehicles could max out the sub panel. Mr. Moe suggested the Mutual could change to the SWCM policy where the plug outlet gets upgraded. Ms. Kaiser reminded everyone that the current policy, Section 3A-#18 states this is a resident's sole expense.
4. Budget Booklet – Ms. Kaiser reported the booklet must be completed by November 1, 2021. The Board can consider adding to it. The Board decided not to add to it and to consider it for next year.
5. Mutual Electricity Fee – Ms. Kaiser reported that currently the fee is \$5 per month, not including EVC. Ms. Autrey stated that before raising rates they need to figure out how to enforce a policy.

## ANNOUNCEMENTS

The next meeting will be the Regular Board Meeting: Friday, November 19, 2021 at 10:00 a.m. via Zoom.

## ADJOURNMENT

Having no further business, the meeting adjourned at 11:58 a.m.



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Anne Paone, Assistant Secretary  
First Walnut Creek Mutual

\*\*\*The Board of Directors met in executive session on September 24, 2021 at 11:32 a.m. to discuss the following:

1. Member Matters – Fines imposed; Reimbursement Approved

Having no further business, the executive session adjourned at 12:07 p.m.