

MINUTES

FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, SEPTEMBER 23, 2022 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, September 23, 2022 at 10:00 a.m. via Zoom.

PRESENT: Jean Autrey, President, District 1
John Moe, 1st Vice President, District 3
Peggy Kaiser, 2nd Vice President, District 5
Pat Donahue, Treasurer District 4
Elizabeth Copley, Secretary, District 2

EXCUSED: None

Staff was represented by: Paul Donner, Mutual Operations; Joel lesser, Chief Financial Officer; Dave Peakes, Building Maintenance Manager; John Tawaststjerna, Landscape Manager; and Anne Paone, Administrative Secretary.

APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

August 26, 2022 Regular Board Meeting
August 26, 2022 Executive Session Meeting
August 26, 2022 ACC Meeting
September 9, 2022 Regular Board Meeting

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

A voice vote was taken. Autrey-Y, Moe-Y, Kaiser-Y, Donahue-Y, Copley-Y

RESIDENTS' FORUM

Resident stated the Social Engagement Task Force is not a priority for FWCM. Other things need attention.

Resident stated the task force would be a way to get to know your neighbors.

Resident stated the Death of Member Form is a great idea.

LANDSCAPE REPORT

Mr. Tawaststjerna gave the following report:

FWCM Landscape Report

Maintenance Report

- Clearing of v-ditches and drainage systems
- Fertilization of trees, shrubs, and ground covers
- Pruning of overgrown shrubs

Plant Replacements

- Landscape representatives are creating plant replacement lists for their district
- Deadline has been extended Oct 1st
- If you have a replacement, please submit a request to plantreplacement@rossmoor.com

Proposal for Discussion

- RL 8 DG Seating Area (Operating Fund)
 - \$3,558.06
 - Would raise entirety of project to \$23,396.18
 - Trying to limit seating area to one per entry, so this would be the only location in E8

Mr. Moe moved to approve the proposal from BrightView in the amount of \$3,558.06 for the RL 8 seating area. Ms. Copley seconded and the motion carried without dissent.

A voice vote was taken. Autrey-Y, Moe-Y, Kaiser-Y, Donahue-Y, Copley-Y

Proposals Needing Board Approval

- GR 13 Planting for lawn removal
 - \$8,345.41 (Reserves)
- GR 17 Planting for lawn removal
 - \$4,107.99 (Reserves)
- RL 5 Planting for lawn removal
 - \$4,107.99 (Reserves)
- RL 8 Planting for lawn removal
 - \$6,187.99 (Reserves)
- RL 9 Planting for lawn removal
 - \$3,666.01 (Reserves)

Ms. Autrey moved to approve the proposals from BrightView for planting for lawn removal with a NTE of \$27,000. Ms. Kaiser seconded and the motion carried without dissent.

A voice vote was taken. Autrey-Y, Moe-Y, Kaiser-Y, Donahue-Y, Copley-Y

LANDSCAPE COMMITTEE REPORT

Ms. Autrey reported the Landscape Committee still needs a chair.

TREASURER'S REPORT

Ms. Donahue, Board Treasurer, reported the August financials are not ready yet, but they will be very soon. The increase to the budget will be mostly due to the insurance increase. They are waiting for the amount of GRF.

Mr. Lesser reported that the August financials will be ready mid next week. The GRF portion will be decided next week.

BUDGET & FINANCE COMMITTEE

No report.

MUTUAL OPERATIONS REPORT

Mr. Donner stated that he has nothing to add to what has already been said.

Mr. Peakes gave his report as follows:

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ELECTRICAL RANGE/SUBPANEL INSPECTIONS- 11 panels have been replaced, 9 more are waiting for permits to be issued before the work can commence. I have requested that standard breakers be used instead of arc faults (which were leading to unnecessary maintenance calls due to false trips). Being code compliant with the city should satisfy the Mutuals needs. I did not see any allowance for follow up sheetrock work to be done when these panels are moved. The invoices coming in are averaging just over \$500 from Gauthiers construction to do the drywall repair for panel relocations (from the inside of the closet to the outside). I have concerns that the panels being replaced (like for like) in some cases will not be able to fulfill the Mutuals needs for future upgrades such as heat pump conversions as they are not allowing for extra space for circuits needed.

CARPENTRY/PAINT REHAB WORK- Carpentry crews are currently working on 2200 Pine Knoll Drive Entry 4, and 2424 Pine Knoll Drive Entry 6. The painting crew is working on 2301 Pine Knoll Drive entry 5 and will then move to 2224 Pine Knoll Drive entry 4.

PG & E- Since completing the drilling and boring, VPI has put temporary patches on all the asphalt and concrete and has back filled all ditches in the landscape. After being notified for two weeks that crews wouldn't be coming out to work on this project for various reasons, I reached out for an update on the overall scope and was informed that due to funding, all of the "56C" projects, such as ours, have been put on hold until Jan 2023.

FIRE BUILDING – The contract with Mark Scott Construction has been signed, roof trusses and roofing materials have been ordered and they are looking to begin mobilizing on the project in the coming weeks. They have outlined a staging area that would take up all of the guest parking stalls. I am looking into any other available area's that could possibly be used, including the lawn, which they would replace after completion of the project. The boards input would be a big help. The interiors drawings will be issued within the next week, contractors will be notified for bid and they are moving forward with the interiors permits while this whole process unfolds.

RECYCLE/COMPOSTING

Mr. Moe reported that the green carts come in three sizes – 32, 64, 96 gallons. The directors can call Lisa Lankford to ask her to replace the green carts.

PRESIDENT

Ms. Autrey reported that the MOD management Agreement is still being discussed.

Mr. Lesser discussed pros and cons of changing the insurance year. He reported that Boards can change the fiscal year for property insurance to October-September to get a firm premium. Refunds have been given to the Mutuals. The search firm has been chosen to find a replacement for the CEO.

NEW RESIDENT ORIENTATION

Mr. Priebat reported that the September orientation was cancelled.

UNFINISHED BUSINESS

1. Notice of Death of Member
Ms. Copley moved to approve the sheet with information on a Notice of Death. Ms. Kaiser seconded and the motion carried without dissent.
A voice vote was taken. Autrey-Y, Moe-Y, Kaiser-Y, Donahue-Y, Copley-Y
2. Social Task Force
Ms. Autrey stated the purpose is to develop ideas to make it easier for residents in various entries to get together.
Mr. Moe is to create a Mission Statement for the next Board meeting.
3. Amend Golf Cart Billing Rate to Exempt Solar Powered Carts
Tabled
4. 10-Year Water Conservation Campaign
The Committee would place a poster/flyer in the Rossmoor News, distribute water tablets and place articles in the News. Ms. Copley moved to approve at NTE amount of \$950. No second.
5. Board Education and Training
No action needed from the Board. Ms. Autrey asked Ms. Paone to set up a date with Paul Donner for a meeting.

Other items tabled for the next meeting.

NEW BUSINESS

All items tabled for the next meeting.

ANNOUNCEMENTS

Ms. Autrey announced there will be a tabulation meeting on October 6 and the Annual Meeting on October 11, 2022 via Zoom.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:32 a.m.



Anne Paone, Assistant Secretary
First Walnut Creek Mutual