

MINUTES

FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, OCTOBER 26, 2018 AT 11:00 A.M. DONNER ROOM – EVENT CENTER

President Sally Nordwall called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, October 26, 2018 at 11:00 a.m. in the Donner Room, Event Center, Walnut Creek, California.

PRESENT: Sally Nordwall, President, District 1
Gerald Priebat, 1st Vice President, District 2
John Moe, 2nd Vice President, District 3
Pat Donahue, Treasurer, District 4
Shanti Haydon, Secretary, District 5

EXCUSED: None

Staff was represented by Rick Chakoff, Chief Financial Officer; Doug Hughs, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; Jo Ann Cooper, Financial Analyst, and Anne Paone, Administrative Secretary.

Ms. Nordwall welcomed the 22 residents in attendance.

APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

Regular Meeting Minutes – September 28, 2018
Executive Session Minutes – September 28, 2018

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

RESIDENTS' FORUM

The Residents' Forum was held. Topics included requests for tree removals; question about how wiring in the manor is checked; comment on website; request for the Board to look into hard-surface flooring, including cork; resident would like to know more about Board members; update on new contractor rules being tweaked; and a resident explained she was confused about how the Board is elected.

NEW PRESIDENT STATEMENT

Ms. Nordwall stated that she is honored to lead the awesome team of four people in the challenge to continue to maintain and improve the quality of life in First Walnut Creek Mutual. She reviewed some of the work done by the Board throughout the year.

LANDSCAPE REPORT

Chris Folger reported that everything is going well. She has some letters regarding tree requests. They will be forwarded to the Board.

Ms. Pollon presented the following report and proposals to the Board for approval:

FALL 2018 MAINTENANCE REPORT

As the weather cools and the day lengths shorten irrigation will become less frequent even if the warm weather continues.

Residents can look forward to the fall colors of Red Maples, Liquidambar and Nyssas.

LAWN MAINTENANCE Lawns will be over seeded between October 1st and November 15th.

WATER USE August is the highest water consumption month of the year due to high temperatures and long day lengths. After September irrigation use will continue but drop steeply even if warm weather continues.

ENTRY MAINTENANCE Entry maintenance crews will finish summer pruning tasks and start transitioning to fall cleanup.

RESIDENT REQUESTS

If you have landscape *maintenance* requests (pruning or irrigation), please direct them to the MOD work order desk. If you have landscape *improvement* requests please contact your mutual landscape representative.

WORK ORDER DESK
By phone: 988-7650
By email: WORKORDER@ROSSMOOR.COM

TREE ITEMS

REMOVAL APPLICATIONS The below applications tree removals have been submitted to the City of Walnut Creek and are pending approval.

- 1732 Oakmont 4 Pines that are in decline and leaning
- 3317 Lower Golden Rain Rd Dead tree near laundry and tree leaning tree over laundry
- 1401 Oakmont Declining Pine Leaning over carport

LANDSCAPE REHAB ITEMS

PLANT REPLACEMENTS, ENTRY REHABS AND RESIDENT REQUESTS

The Landscape Department posted a call for plant requests in the Rossmoor News with a closing date of September 3rd. After the request period is closed all requests will be reviewed with the Landscape Manager and Landscape Representatives.

Update: Requests received and bids submitted as following

1. District 1 Plant replacements \$6,094
2. District 2 Plant replacements \$5,264
3. District 3 Plant replacements \$3,271
4. District 4 Plant replacements \$4,268
5. District 5 Plant replacements \$4,748

Total _____ \$23,645

Ms. Pollon reported that they plant when it is cool so they can use less water.

After hearing Ms. Pollon's proposals, a motion was made.

Ms. Donahue moved to approve the proposals as presented by Ms. Pollon for a total amount of \$23,645 with funds to be taken from reserves. Mr. Priebat seconded and the motion carried without dissent.

Trees will be trimmed so they don't block residents' views that live by the Berm. Ms. Pollon reported that view pruning is a resident expense.

TREASURER'S REPORT

Ms. Nordwall introduced Pat Donahue as the new treasurer. Ms. Donahue stated that she is learning how the budget works.

Mr. Chakoff reported that the September financials show a surplus to budget of \$21,000. The insurance is over budget. The policy gets placed after the budget is done, so the Mutual doesn't have an exact cost. Insurance was \$61,000 over budget. Utilities is close to budget.

BUDGET & FINANCE

Ms. Nordwall reported that the Budget and Finance Committee has made a recommendation and it was reported in detail at the General Membership Meeting on

October 9, 2018. She recommended that the Board accept the Budget and Finance Committee recommendation with one change. That change is that we lower the Mutual's

reserve assessment by \$2.00 from \$149.81 to \$147.81. Helsing is underestimating our earnings on unspent reserve and looking to the future, the Notational Ideal Assessment is \$128.36 and fully funded is \$169.98. The \$147.81 is closer to the midpoint. The Helsing report lists the individual components of the Mutual that the Mutual is responsible to repair or replace.

Ms. Nordwall recommends lowering the reserve assessment by \$2.00.

Mr. Chakoff gave some additional information stating that the insurance expense will be higher than first anticipated. It will be over budget by about 15% to 30%.

Mr. Priebat moved to adopt the budget dated October 26, 2018 with a \$13 increase per manor per month. Ms. Donahue seconded and the motion carried 4-1 (Moe).

The monthly amount per manor will be \$681.00.

MUTUAL OPERATIONS REPORT

Mr. Hughs read his report as follows:

CARPENTRY- Carpenters have completed the carpentry portion of the rehab work for the year.

PAINTING-Painting work is taking place on 2001 Golden Rain Road, entry 12 and 1136 Rockledge Lane, entry 4. Next week they will begin 2401 Golden Rain Road, entry 17 and that will conclude our major painting work for the year.

A/C CONVERSIONS-All Bay Heating and Air continues to convert the water cooled A/C units to air cooled units. He is currently doing the Yosemite style buildings on Oakmont Drive entry 4-8. They will be wrapping up the last 8 units there in the next two weeks and that will conclude the program.

FIRE BUILDING-A small building fire took place in the late afternoon at 1152 Fairlawn court, entry 3 on Thursday October 4. The fire department responded promptly and extinguished the fire with very minimal damage. Most of the damage was smoke related and the unit where it started was fortunately vacant. The other 3 units suffered no damage and residents were able to reoccupy their manors just a couple days later. We are now working with the insurance company in putting things back together.

Mr. Hughs reported the recent fire was located above the kitchen area. He does not have the report yet. It could have been caused by rodents or insulation blown-in. He reminded residents that if rodents get in, you can probably hear them running around. The wires in the wall cannot be inspected because you can't see them. Only 2 fires in the Mutual in all these years were due to electrical issues. Most fires are caused by people cooking. Some wires are copper and some are aluminum. If you hear buzzing or a noise coming from an outlet, call the work order desk.

PRESIDENT'S REPORT

Ms. Nordwall discussed the Presidents' Forum. They had a discussion about composting.

Recycle Smart manager Bart Carr outlined the plan for Rossmoor Composting. He acknowledged the contribution of John Moe in the pilot program in FWCM. The Presidents advised him it looked like there will be a need for more composting containers to be available. There will be a Sustainable Rossmoor meeting at Creekside, 7PM, on November 13, 2018.

ORIENTATION – Gerald Priebat

Mr. Priebat reported that the meetings will be held monthly now. They are open to new and current residents. The next orientation will be on November 13, 2018.

Dennis Bell did an excellent presentation during the GRF meeting. Mr. Priebat watched it on Channel 28. He suggested residents catch the 2nd half of the meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

Annual Inspections – Ms. Haydon reported that she spoke to Gauthiers regarding their annual inspection of the manors. They have a device to check electrical. The fire extinguishers were not on the inspection report. It will be added. The Board will be more pro-active regarding residents that don't allow annual inspections. Ms. Haydon will be looking into ways to improve information on the Rossmoor website for the Mutual.

ANNOUNCEMENTS

The next regular Board meeting: Friday, November 16, 2018 at 11:00 a.m. in the Donner Room at the Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 12:10 p.m.

/s/ _____
Anne Paone, Assistant Secretary
First Walnut Creek Mutual