

MINUTES

FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, NOVEMBER 16, 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, November 16, 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 Paul Donner, Mutual Operations Director; Rick Chakoff, Chief Financial Officer; Doug Hughs, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; and Anne Paone, Administrative Secretary.

Ms. Nordwall welcomed the 11 residents in attendance.

APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

Regular Meeting Minutes – October 26, 2018
Executive Session Minutes – October 26, 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 comments on remodeled manors no longer affordable for many people, election procedures, request for more resident participation in proposed budget, concern about repairs to laundry machines, resident thanked Mr. Moe for his efforts in trying to reduce the landfill and a resident thanked the Board for their service.

LANDSCAPE REPORT

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

FALL 2018 MAINTENANCE REPORT-no change from October

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 are currently being over-seeded.

WATER USE Due to dry conditions and over-seeded lawns you may see irrigation come on during the day. This is normal in lawn areas.

ENTRY MAINTENANCE Entry maintenance crews are cleaning hardscapes of leaves weekly. Leaves are collected once trees have completely defoliated.

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 still pending approval.

- 1732 Oakmont 4 Pines that are in decline and leaning
- 3317 Lower GRR Dead tree near laundry and tree leaning tree over laundry
- 1401 Oakmont Declining Pine
NEW
- 3301 Golden Rain Road 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 approved as following.

PLANT REPLACEMENTS HAVE BEGUN

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

TREASURER'S REPORT

Ms. Donahue reported that the budget booklets have been finalized and will be distributed via U.S. mail at the end-of-the-month.

Mr. Chakoff reported that the October financials show the operating fund within \$1,300 of the budget. The YTD operating expenses are over by \$14,000. Building Maintenance is \$50,000 under budget. Landscape is \$18,000 under budget. There is an \$80,000 deficit in insurance. The policies were higher than anticipated. Utilities is close to budget. The Mutual looks very good. There is approximately \$9 million in revenue and expenses. The actual expenses show a deficit of \$1,300 which is almost exactly on budget.

BUDGET & FINANCE

Ms. Nordwall reported the next Meeting will be January 10, 2019 at 10:00 a.m. in the MPR #1.

MUTUAL OPERATIONS REPORT

Mr. Hughs read his report as follows:

CARPENTRY/PAINTING-All of the major carpentry and painting rehab work has been completed for the year.

A/C CONVERSIONS-All Bay Heating and Air has completed the A/C water to air conversions for the year.

FIRE BUILDING-Repair work continues on the fire damage at 1152 Fairlawn court, entry 3. The buildings attic insulation is being replaced and all of the wood framing in the attic which was exposed to smoke has been sealed. The insurance company is now finalizing the total cost of damages incurred and a settlement will soon follow.

Mr. Hughs reported that the company that maintains the laundry machines is having a hard time keeping up with repairs. They have been inundated, in general. He will contact them again for service.

Mr. Priebat suggested that the Board might review other contractors for the future to do laundry repairs.

PRESIDENT'S REPORT

Ms. Nordwall reported that there are four flagpoles in FWCM. They are Mutual flagpoles. The flagpole in entry 25 on Golden Rain get in the way of the landscapers. It is not being used and Mr. Hughs instructed that it be removed.

There was no Presidents' Forum since the last Board meeting.

The Board's job is to establish policies and to regulate them. The Board listens to member input. The Board is committed to making the Mutual better for all.

There is the possibility of changing the Board meeting to the first Thursday of the month at 10 a.m.

Mr. Priebat moved to change the meeting date and time pending availability of a room. Ms. Haydon seconded and the motion carried without dissent.

ORIENTATION – Gerald Priebat

Mr. Priebat reported that there were close to 30 people attending the orientation. This was the largest crowd ever.

Mr. Priebat reviewed the budget process and stated that it is within the purview of the Board to make changes to the Budget.

The next orientation will be held on January 8, 2019 at 7 p.m. in the Donner Room.

UNFINISHED BUSINESS

Organics: Mr. Moe reported that there is a bucket that residents may use for composting. The food scraps bucket was passed out during the Sustainable Rossmoor meeting on Saturday. Mr. Moe recruited volunteers to help him get a bucket to everyone in the pilot program on Pine Knoll. The ongoing problem is education. The goal is to reduce the landfill bins. All of Rossmoor will participate next year.

Floor Testing: Mr. Moe reported an upstairs model of a Monterey/Carmel had acoustical testing done. Mr. Moe received a report. Carpet seems to be the only material to meet the standard for sound transmission. No other products met the standard.

Ms. Nordwall reported that this relieves the Board of the added expense of sitting through other tests.

Mr. Priebat reported that the Board will not change the floor policy or make exceptions to it.

Website: Ms. Haydon reported that people have asked for some clarity and to have more information on the website. Ms. Haydon spoke to Maureen O'Rourke. There is limited space available. Next year, she will add names, phone numbers and the district that each Board member serves. Currently, Board names and phone numbers are listed on the site.

NEW BUSINESS

Ms. Nordwall reported that the audit letter from BHLF has been reviewed and she will sign it and give it to Mr. Chakoff.

ANNOUNCEMENTS

The next regular Board meeting: Friday, January 25, 2019 at 11:00 a.m. in the Donner Room at the Event Center.

Ms. Nordwall wished everyone a Happy Holiday Season.

ADJOURNMENT

Having no further business, the meeting adjourned at 12:00 p.m.



Anne Paone, Assistant Secretary
First Walnut Creek Mutual

***The Board of Directors met in executive session on September 28, 2018 at 12:15 p.m. to discuss the following:

1. Legal Matters: Fines and Fees charged to violators

Having no further business, the executive session adjourned at 1:10 p.m.

***The Board of Directors met in executive session on October 26, 2018 at 12:10 p.m. to discuss the following:

1. Member Compliance: Discuss possible eviction, problem paying for damage, expired leases

Having no further business, the executive session adjourned at 12:45 p.m.