

## MINUTES

### FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, NOVEMBER 20, 2015 AT 11:00 A.M. DONNER ROOM – EVENT CENTER

PRESIDENT Ken Anderson called to order the regular meeting of the Board of Directors of First Walnut Creek Mutual on Friday, November 20, 2015 at 11:00 a.m. in the Donner Room, Event Center, Walnut Creek, California.

PRESENT: Ken Anderson, President, District 4  
Nancy Turnier, First Vice President, District 3  
Shanti Haydon, Second Vice President, District 5  
Sally Nordwall, Treasurer, District 1  
Gerald Priebat, Secretary, District 2

EXCUSED: None

Staff was represented by Paul Donner, Mutual Operation Director; Rick Chakoff, Chief Financial Officer; Doug Hughs, Building Maintenance Manager; Rich Perona, Landscape Manager and Anne Paone, Administrative Secretary.

Mr. Anderson welcomed the 13 residents in attendance.

#### APPROVAL OF THE MINUTES

Ms. Haydon moved to approve the minutes of the regular session Board meeting of October 23, 2015 as written and reviewed. Mr. Priebat seconded and the motion carried without dissent.

Ms. Haydon moved to approve the minutes of the executive session Board meetings of October 23, 2015, September 25, 2015, August 21, 2015 and May 22, 2015 as written and reviewed. Mr. Priebat seconded and the motion carried without dissent.

#### RESIDENTS' FORUM

Connie Tompkins, Golden Rain, Entry 3 – Ms. Tompkins wanted to know when the leaves will be removed from the gutters. Mr. Perona reported that the leaves on the ground will be cleaned up once each week. Mr. Hughs reported that the gutters are done on a regular basis, but they try to wait until most of the leaves have fallen. If a resident sees anything, they should call MOD to report it.

Elizabeth Knefel, Golden Rain, Entry 1 – Ms. Knefel would like water to be available for the residents. She also wants to have copies of the resale report on the table for residents. The Board agreed that a few copies, perhaps 5-7 can be placed on the table. Otherwise, residents may stop in the Board office for copies.

Ms. Knefel wanted to know if there can be a deadline for when alteration projects must be completed. Mr. Donner reported that there is a deadline on permits of approximately 6 months. If this time lapses, they will need to reapply for a permit.

The issue of roof rats was discussed. Mr. Perona reported that this is a valley-wide problem. Residents should call MOD. Crane Pest Control will come out. Residents should look for hole or gaps in drywall. Mr. Donner suggested that residents eliminate birdfeeders, outside water in a bowl and don't let fruit from a tree fall on the ground. Mr. Anderson reported that some critters got under the hood of his car and caused damage by chewing on wires. Ms. Turnier asked Mr. Donner if an article can be published in the Rossmoor News about how to protect wires in vehicles.

Various types of water leaks were discussed.

Mr. Donner will check with Securitas to make sure they know the protocol when there is a call about a water leak.

### LANDSCAPE REPORT

Mr. Perona reported the following:

**LAWN MAINTENANCE:** Mowing will be as needed throughout the winter. Irrigation will be suspended and will only be on for system checks or as needed for new plants.

**ENTRY MAINTENANCE:** Crews are mainly working on leaf clean-up. Crews are working on spraying for weeds in shrub areas and edging groundcover beds. Shrub pruning this month will include Viburnums, eleagnus and Podocarpus. The main task for crews in the next couple of months will be leaf clean-up., at least once a week.

All landscape areas are being sprayed with a pre-emergent weed control for fall/winter annual weeds.

**TREE MAINTENANCE:** All work orders are taken care of monthly. We have removed two Monterey Pines at Rockledge Lane entry 8.

**LANDSCAPE REHAB:** The turf removal projects approved at the last board meeting are almost completed and a few requests from landscape reps are in progress. Dave Langridge from EBMUD will come out to confirm the work has been done and then the Mutual will get the rebate.

### TREASURER'S REPORT

Ms. Nordwall reported that FWCM is in very good financial condition.

The Board approved a coupon for 2016 in the amount of \$638. The cover letter to the budget highlighted the \$.64 increase for the Mutual's portion of the \$4.00 coupon increase. The reasons were summarized and MOD was thanked for making it possible. Members will get a 36 page budget packet with the cover letter. The packet will include annual disclosures.

There were 9 resales in October for a median price of \$295,000 and YTD 157 resales for a median price of \$320,000.

Mr. Chakoff reported that the October operating fund YTD is \$7,300 over budget. Building maintenance is over budget by \$176,000. This is due to building maintenance, fire safety and plumbing work. Insurance is under budget by \$197,000 and this amount will continue to increase by \$20,000 per month. Water is over budget by \$97,000. A lot of rain will help the Mutual make some of this money back. The Mutual's financial health is good.

### BUDGET & FINANCE

Ms. Gilbert acknowledged the contributions of past committee chair Sheryl Almon and introduced herself as the new Chair. The committee is changing its meeting date and time. The committee will meet on the 2<sup>nd</sup> Thursday of the month at 10:00 a.m. The committee will further discuss its mission statement at its January meeting. They have decided to leave the water-cooled air conditioners in Mr. Hugh's hands, but they will continue to monitor the progress and cost savings of the water-cooled air conditioner replacement program. They will get the names of people that have electric vehicles so FWCM can start charging them for using the electric. The committee will ask Tess Haskett to email the financials to the committee instead of sending a hard copy to the Board office. The committee is urging the Board to cancel the town hall meeting for next year because few residents show up and they already have the information.

Mr. Anderson stated that he was surprised by the request to cancel the town hall meeting and is not prepared to vote on the change.

*Ms. Turnier moved to table the issue on the town hall meeting. Ms. Haydon seconded and the motion carried 4-1. Ms. Nordwall voted against the motion.*

*Ms. Nordwall moved to authorize Tess Haskett and Rick Chakoff to invest excess funds in the operating account into C-DARS. Ms. Turnier seconded and the motion carried without dissent.*

Ms. Turnier asked the members to advise a director if they see someone with an electric vehicle plugged into the Mutual outlets.

Mr. Priebat asked about the aging accounts, which are the delinquent accounts. Mr. Chakoff reported that the process for notifying people that they own money is as follows:

- A payment is considered late after the 15<sup>th</sup>-ACH (Automatic Clearing House) is taken out on the 6<sup>th</sup> of the month. Month 1 - If there is no monthly payment, a letter is mailed out advising the owner that the payment is late.
- Month 2 - If there is still no payment the following month, a terse letter is mailed to the owner.
- Month 3 - Still no payment, final terse letter.
- No payment after 3 months and the FWCM policy says to send the account to the attorney. If you don't make the payments on your manor, you may be subject to having your membership cancelled.
- If owner doesn't pay, once the manor is sold, the Mutual will get its money.

## MUTUAL OPERATIONS REPORT

Mr. Hughs gave the following report:

CARPENTRY-Carpentry crews have completed the majority of the rehab work for the year. They are now just checking and replacing rear deck beams as needed on G-11 buildings throughout the Mutual.

DRAINAGE-We are going through and doing repairs on a couple of storm drain lines that have caused some problems in the past in preparation for our "El Nino" rains.

## PRESIDENT'S REPORT

Mr. Anderson reported that all Mutual presidents get together for an hour once a month. Then they meet with GRF approximately for one hour. GRF will install a solar array and hopes to have it done by December 2016. GRF was asked to look into installing EVC stations. Nothing was done so Mr. Anderson complained to GRF.

ORIENTATION – Gerald Priebat

Mr. Priebat announced at the November meeting about 20 new residents attended. The next meeting date is January 12, 2016 at 7:00 p.m. in the Donner Room.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENT

The next regular Board meeting: Friday, January 22, 2016 at 11:00 a.m. in the Donner Room at the Event Center. There is no December meeting.

ADJOURNMENT

Having no further business, the meeting adjourned at 12:05 p.m.

/s/ \_\_\_\_\_  
Gerald Priebat, Secretary  
First Walnut Creek Mutual