

## MINUTES

### FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, JULY 26, 2019 AT 10:00 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, July 26, 2019 at 10:00 a.m. in the Donner Room, Event Center, Walnut Creek, California.

PRESENT: Sally Nordwall, President, District 1  
Gerald Priebat, 1<sup>st</sup> Vice President, District 2  
John Moe, 2<sup>nd</sup> Vice President, District 3  
Pat Donahue, Treasurer, District 4 (arrived at 10:26 a.m.)  
Shanti Haydon, Secretary, District 5

EXCUSED:

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 – June 28, 2019  
Executive Session Meeting – June 28, 2019  
Ratifying of Compliance with Section 5500 of Davis-Stirling

*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 about a dirt pile created by PG&E at the end of E7 and E6. Mr. Donner reported that PG&E promised it will be removed. Ms. Pollon will check with them again. Landscaping issues discussed regarding tree roots. Noise issue was reported. GRF matter brought up regarding planting of trees by the golf course. Resident advised to contact GRF.

#### LANDSCAPE REPORT

Ms. Pollon presented the following report to the Board:

#### SUMMER 2018 MAINTENANCE REPORT

The hot season is here! Irrigation will peak in August due to day length and high

temperatures. Water use will begin to decline in September even if temperatures do not.

Residents can help keep the landscape healthy by reporting dry spots on lawns or evidence of irrigation issues to the work order desk.

**LAWN MAINTENANCE** Mowing is occurring weekly and lawns are being edged on alternating weeks.

**WATER USE** Irrigation will continue to become more frequent as the temperatures rise. Residents can assist in conserving water and keeping the landscape healthy by reporting water leaks and irrigation breaks. If a break is suspected please report the location to the work order desk.

**ENTRY MAINTENANCE** Entry maintenance crews are performing summer pruning tasks including tip pruning shrubs and hard pruning Catmints and Daisies.

**FIRE ABATEMENT** Fire abatement in FWCM is complete

### 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](mailto:WORKORDER@ROSSMOOR.COM)

### LANDSCAPE REHAB ITEMS

Remaining budget is approximately \$176,000

**RESIDENT REQUESTS** See attached sheet for status. We are working on proposals for all small/medium projects to see what can be accomplished within budget this year. All NEW resident requests that come in will be considered for 2020.

**ANNUAL COMPOST/MULCH** Complete

**ENTRY REHABS** Rockledge entry 8 buildings 1411 and 1427 are complete.

Next; other buildings in Rockledge 8-may be delayed in order to displace funds into tree maintenance/removal

**CAPITAL IMPROVEMENTS** TBD

**PLANT REPLACEMENTS** Complete FOR 2019. Requests for plant replacements for 2020 can be emailed to [plantreplacement@rossmoor.cmo](mailto:plantreplacement@rossmoor.cmo)

### TREE REPORT

Remaining Budget Over by approximately \$14,000 \*see note about using rehab funds for any future needed tree work for 2019

\*Due to rising industry costs, a budget reduction of \$60,000 and heavy rains which made for a strong growth year (requiring more pruning than normal) we are over budget for this year.

In order to account for this, we will delay some landscape rehab projects so that we can address emergency tree work and continue to perform preventative maintenance.

Building clearance is complete for Districts I, II and III. We are awaiting bids for districts IV and V.

### IRRIGATION REPORT

Remaining Budget ~\$17,000

There are only 5 irrigation controllers left that are older than 10 years old. We will replace these as they break down, or if we have remaining irrigation funds at the end of the year.

Chris Folger, Landscape Chair reported the committee supports Ms. Pollon's tree management. The compost and mulch looks great. The committee supports this for the health of the landscaping. September 1 is the cut-off date for requests for plant replacements.

### TREASURER'S REPORT

Ms. Donahue reported that the budget looks on target. There is \$5,887,000 in the reserves. The total assets are in the \$17 million range. The budget is over in insurance. Utilities are under budget by \$82,000. This is mostly due to less water usage. The process is in place for the 2020 budget.

Ms. Nordwall reported there were 15 sales in June. YTD, there were 80 sales for a median price of \$450,194.

### BUDGET & FINANCE

Paul Moderacki reported the committee met last week. They are comparing 3 lists on the use of golf cart spaces. Some users are not paying for electrical usage. The next meeting is August 15.

### MUTUAL OPERATIONS REPORT

Mr. Donner reported they are working on the budget for 2020. They met with the broker for insurance. The forecast is for a 15% increase for property insurance. There will be a 4% increase in salaries and a 6.5% in water.

Mr. Hughs' read his report as follows:

CARPENTRY- Carpenters are currently working on 1340 Rockledge Lane, entry 6 and 1549 Rockledge Lane, entry 9. They will be moving onto 2409 Golden Rain Road, entry 17 next week.

PAINT- Painters are currently working on 3101 and 3117 Golden Rain Road, entry 24 and 1364 Rockledge Lane, entry 6.

#### RECYCLE/COMPOSTING

Mr. Moe reported that if residents have any questions or help, they should contact him. There are many problems with residents that are not in compliance. Recyclables should go in the blue cart. If recycle is 1% contaminated, it goes to the landfill and the Mutual is charged for it. Composting began in April. There are maggots. It helps to spray with vinegar.

Mr. Donner reported that trash company put out 379 green bins. They are not adding anymore until the end of the year. (Recycle Smart and Republic Services) they will replace defective or broken ones. The Mutual is \$24,000 YTD better than budget due to recycling efforts.

Ms. Nordwall suggested that if you are not sure where to place trash, place it in landfill.

#### WEBSITE

Mary England drafted a charter for the website committee. The committee's analysis and research will be given to the Board. John Moe is the Board liaison. Elizabeth Knefel is on the committee.

*Ms. Nordwall move to accept the Committee Charter as presented. Ms. Haydon seconded and the motion carried without dissent.*

The committee meets on Fridays at 10:00 in the small conference room in the Board office. They have had communications with the TWCM President, the Fourth Mutual President and Mutual 68's President. The committee is hoping that Mut 68 can do a presentation in a Board meeting.

#### PRESIDENT'S REPORT

Ms. Nordwall reported that many items that came up in the Presidents' Forum have already been discussed. The MOD work order desk get hundreds of calls that they take care of each day. They do a wonderful job. Board members get calls from residents asking for help. It takes time and patience to resolve issues.

#### ORIENTATION – Gerald Priebat

Mr. Priebat reported the next meeting will be on August 13<sup>th</sup> at 10:00 a.m. in the Donner Room. Existing residents are invited to attend.

#### UNFINISHED BUSINESS

None

Ms. Haydon addressed the dirty garbage areas. She wondered if the Mutual could have scheduled cleanings of those areas. Mr. Donner reported that they are cleaned monthly now. This can be discussed at the budget meeting.

Ms. Haydon wanted to be sure that Move in/Move Out information is included in the new resident meetings. She suggested they sign a form that they have actually read the policy.

### ANNOUNCEMENTS

The next regular Board meeting: Friday, August 23, 2019 at 10:00 a.m. in the Donner Room at the Event Center.

### ADJOURNMENT

Having no further business, the meeting adjourned at 11:15 a.m.



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Anne Paone, Assistant Secretary  
First Walnut Creek Mutual

\*\*\*The Board of Directors met in executive session on June 28, 2019 at 11:15 a.m. to discuss the following:

1. Member Matters: Carport storage-resident will clean up; landscape matters-resident cutting Mutual landscaping-resident to stop; alteration matter regarding responsibility for work done; and member feeding wildlife

Having no further business, the executive session adjourned at 12:25 a.m.