

## MINUTES

### FIRST WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS FRIDAY, AUGUST 23, 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, August 23, 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  
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; and Anne Paone, Administrative Secretary.

Ms. Nordwall welcomed the 13 residents in attendance.

#### APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

Regular Meeting Minutes – July 26, 2019  
Executive Session Meeting – July 26, 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 landscaping and the removal of 2 azaleas. Resident would like them replaced. Resident thanked John Moe for his work. Resident is concerned with fire abatement, especially tree trimming. Resident commented on composting and insects.

#### LANDSCAPE REPORT

Ms. Pollon presented the following report to the Board:

#### **SUMMER 2019 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** Fairlawn entry 5, building 1232 will have most of the juniper removed around the building per the fire department. The residents have been notified.

**CAPITAL IMPROVEMENTS** TBD

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

### 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. District IV and V are in progress

### 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.

We recently completed a repair to the irrigation line along Tice Creek between Rockledge entry 2 and Oakmont entry 1. Because of the long distance of piping (approximately 500') this project cost \$6,235. This was within budget.

Mr. Donner reported that Rossmoor works with the Contra Costa Fire Department. They require fire abatement 100 feet from structures. The Fire Department has not asked that they do more. GRF does fire abatement. They cut a series of fire breaks throughout Rossmoor.

FWCM will phase out junipers.

Chris Folger reported that there is a vacancy in district 1. There will be an article in the Rossmoor News. She would like Ms. Pollon to look at trees on Oakmont. The branches are hanging very low. Mr. Donner ask her to send him the email that she already sent in. Ms. Folger reported that a lot of sunset gold plants are dying. They have a short plant life. A lot of fruit is falling from the plum trees. The Mutual doesn't do power washing.

### TREASURER'S REPORT

Ms. Donahue reported that the Budget and Finance Committee had advertised for new members. Four people attended the last B & F meeting. They were Deb Thomas, Andrea Szentimal, Ann Prichard, and Young Chung.

The July operating fund is over by \$37,000. Half of that is the increase in insurance. The Mutual is on budget for the year. FWCM has a \$12 million budget.

Mr. Chakoff reported that YTD there is a \$195,000 deficit. \$175,000 of that is due to

insurance. The Mutual is over in Building Maintenance.

Ms. Donahue reported the deficit in coupon payments is less than \$10,000, which is very low.

## BUDGET & FINANCE

Ms. Donahue introduced Budget & Finance Chair, Jean Autry. Ms. Autry reported that the committee is still tracking water usage. Residents who wish to rent a golf cart space must pay for it. Residents should be reminded in the Rossmoor News. She will give Anne Paone a list of the Budget & Finance Committee members to post online on the FWCM website.

*Ms. Donahue moved to approve the four residents (Deb Thomas, Andrea Szentirmal, Ann Prichard, and Young Chung) as members of the Budget & Finance Committee. Mr. Priebat seconded and the motion carried without dissent.*

Ms. Autry suggested the Board might want to update Section 13 of the Bylaws.

## MUTUAL OPERATIONS REPORT

Mr. Hughs' read his report as follows:

CARPENTRY- Carpenters are currently working on 1524 Golden Rain Road, entry 3 and 2409 Golden Rain Road, entry 17. They will then move onto 1608 Golden Rain Road, entry 4 next.

PAINT- Painters are currently working on 3049 Golden Rain Road, entry 23 and 1340 Rockledge Lane, entry 6.

## RECYCLE/COMPOSTING

Mr. Moe reported that many residents have reported ants. This is something residents have to live with. There are maggots in the composting bins. Residents can spray with vinegar. It is best if residents wrap up waste in newspaper or place waste in a composting plastic bag.

There will be a change in the recycling pick-up schedule. Rossmoor will be divided. Part of FWCM will be picked up Thursday in Ms. Haydon's and Ms. Donahue's districts. All else will be picked up on Friday.

People are still having trouble putting correct items in the recycle bins. Items must be loose and dry. If a resident is unsure, it should be thrown in the landfill bin. Milk cartons are no longer recyclable.

## WEBSITE

Mary England reported that it has been a busy month. Elizabeth Knefel has resigned, but she will continue to monitor the work. The committee met with a few people who have websites. They will get a draft of their report to the Board by the middle of September. The committee would like residents to take a survey at the annual meeting.

## PRESIDENT'S REPORT

Ms. Nordwall reported that as a Board their common ground is to review the business being done to create a community that is beautiful, safe and productive. The Board has reviewed the excellence of the accounting department, building and maintenance, landscaping, and the work order desk. We have also acknowledged that 90% of problems come from 10% of

the nonconformists. Nowhere is that more noticeable than in the alterations and resales department. We need to acknowledge the wonderful work of Bill Parsons, Dave Peaks, David Crane, Sharon Fees, and of course the administrative management of Theresa Molina. They do a wonderful job.

#### ORIENTATION – Gerald Prieбат

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

#### UNFINISHED BUSINESS

Garbage enclosure Cleaning: Ms. Haydon reported that her district had many complaints about the enclosure being dirty. The Mutual is currently cleaning once per month using an outside contractor. Commercial Support Services (CSS) will charge \$1,400 for 2 cleanings per month and \$1,700 for 4 cleanings per month. The Board can discuss this for the 2020 budget.

*Mr. Prieбат moved to have the enclosures cleaned 2 times per month using Commercial Support Services in the amount of \$1,400. Ms. Haydon seconded. The motion carried 4-1 (Moe)*

#### NEW BUSINESS

None

#### ANNOUNCEMENTS

The next regular Board meeting: Friday, September 27, 2019 at 10:00 a.m. in the Donner Room at the Event Center. The Annual Meeting will be held on October 8<sup>th</sup> at 10:00 a.m. in the Fireside Room.

Mr. Donner reported that Ann Peterson will provide a presentation regarding the Rossmoor News and other information about the website.

#### ADJOURNMENT

Having no further business, the meeting adjourned at 11:05 a.m.



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Anne Paone, Assistant Secretary  
First Walnut Creek Mutual

**\*\*\***The Board of Directors met in executive session on July 26, 2019 at 11:20 a.m. to discuss the following:

1. Member Matters: Parking issues-fine imposed; expired vehicle plates-fine imposed; feeding wildlife-hearing scheduled.

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