

MINUTES

FIRST WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
FRIDAY, FEBRUARY 22, 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, February 22, 2019 at 10:00 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 14 residents in attendance.

APPROVAL OF THE CONSENT CALENDAR

The consent calendar consisted of:

Regular Meeting Minutes – January 25, 2019

Mr. Priebat moved to approve the January 25, 2019 minutes as presented. Ms. Donahue seconded and the motion carried without dissent.

It was reported by Anne Paone that Davis-Stirling now requires that the Board review financials monthly and note their compliance in their monthly meeting minutes.

Mr. Priebat moved to certify the Board's compliance with Davis-Stirling Civil Code Section 5500. Ms. Donahue seconded and the motion carried without dissent.

GUEST SPEAKER

Sally Nordwall introduced Molly Ayres and thanked her for agreeing to speak at their meeting. She is the site manager for Securitas. She has held this position for the past two years.

Ms. Ayres reported that there are EMTs on duty 7 days a week for twenty-four hours. Securitas provides a Stair Trak service whereby residents can get 20 rides per year. This is

to help residents up or down stairs. They must call the front gate to schedule an appointment. There were eighteen fires last year. Most of them were kitchen fires. Securitas responds to resident emergencies. If there is a fire or the resident is in danger, they will break into the residence to assist the person. Otherwise, the fire department is called.

Securitas will respond to accidents, calls about strange noises, vandalism, etc.

Approximately three million vehicles enter Rossmoor each year.

Ms. Ayres thanked the Board for inviting her to speak to the residents.

RESIDENTS' FORUM

The Residents' Forum was held. Topics included comments on gutter downspouts, more participation by residents, damaged landscape in back of a manor. Sod was put in, but a critter rolled it back. Ms. Pollon advised that this would be a call for the work order desk.

LANDSCAPE REPORT

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

WINTER/EARLY SPRING MAINTENANCE REPORT

Large shrubs are being pruned for rejuvenation during the remaining winter months. Perennials will also be hard-pruned to prepare for spring growth as soon as the threat of frost has passed.

Residents can look out for the magenta/white flowers on the Magnolia trees as well as flowering plums coming into bloom with deep magenta clouds of blossoms.

LAWN MAINTENANCE Lawns are only mowed once a month, and only if the ground is dry enough to avoid sinking into muddy soil.

WATER USE Irrigation systems will only turn on if we have a dry spell for more than a few weeks.

ENTRY MAINTENANCE Entry maintenance crews are cleaning remaining debris from the landscape and hard pruning large shrubs such as Oleander and Eleagnus.

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

TREE MAINTENANCE Proposals for district one have been submitted. I recommend that we perform all the safety pruning and building clearance proposed but leave the structural and aesthetic pruning for next year since our tree budget was reduced by 60k this year

The total for all the tree pruning as described in district one is \$11,945. This is an operating line item expense.

LANDSCAPE REHAB ITEMS

PLANT REPLACEMENTS All plant replacement requests that qualified have been completed. Those that were either too large to qualify or did not qualify for other reasons have been added to the resident requests list.

RESIDENT REQUESTS Proposals to complete all remaining resident requests will be brought forth at a future meeting

ANNUAL COMPOST/MULCH Will be proposed at next meeting

ENTRY REHABS We plan to resume the entry rehab schedule either in 2019 or 2020. Right now we are investigating which section of the mutual is in the poorest shape and we will begin there. Once that has been identified a budget for entry renovations will be brought forth at a future meeting, likely in the second half of 2019.

CAPITAL IMPROVEMENTS We have received the updated bids for the capital improvement projects and they are

GR1	\$6,911
Oak 2 @Tice	\$3,712
Oak 1@ Tice	\$5,619
GR 29	\$8,875
Total	\$25,117

IRRIGATION ITEMS

ET IRRIGATION CONTROLLERS Due to our aggressive controller replacement program all 66 irrigation controllers will be updated by the middle of this year. They last ones were pre-purchased with remaining 2018 funds so no additional cost is required until 2022.

The subscription and warranty is for 5 years and the replacement program started in 2017 so we will not need to contribute any more funds to controllers until 2022 at which point we will pay a yearly service fee for those controllers

installed in 2017.

Ms. Pollon presented the Board with tree pruning proposals for review.

Mr. Preibat moved to approve the tree pruning proposals as presented for an approximate total of \$25,000. This includes the following areas: Oakmont 1 at Tice Creek, Oakmont 2 at Tice Creek, Golden Rain 1 and Golden Rain 29. Ms. Haydon seconded and the motion carried without dissent.

TREASURER'S REPORT

Ms. Donahue reported that the Budget & Finance Committee met and reviewed the January preliminary financials. The Mutual is on budget with a few exceptions such as insurance and rain leaks.

There are not many delinquencies and she encouraged residents to sign up for ACH withdrawal to pay their monthly coupon.

Mr. Chakoff reported the Mutual is \$76,000 surplus to budget. Most of this is due to less water usage.

BUDGET & FINANCE

Mr. Moderacki reported utilities compared to last year are about \$6,000 to the good.

MUTUAL OPERATIONS REPORT

Mr. Donner reported At Your Door cancelled without notice. He has found a new company to do E-Waste. They will start on March 1st. E-Waste is small appliances, computers, toasters, etc. Large appliances can be picked up for a fee. The company is called Rapid Recycle. An article will be in the Rossmoor News.

Mr. Hughs read his report as follows:

ROOFING- It's time to start up our re-roofing program once again. We will be addressing those flat roofs that were last done in 1996 and 1997 with Duro-last material. I am having our two main roofing contractors bid the work. I will have the exact roof addresses at our next Board Meeting along with pricing. We will be looking at six building roofs.

PG & E- PG & E has been working up at Golden Rain Road entry 6-7 running new underground conduit to accommodate a new electrical line. The main portion of the work should be completed next week.

LAUNDRY ROOM SERVICE- Wash laundry, the company which supplies and maintains our washers and dryers in the common area laundry rooms has been really underperforming when it comes to servicing broken down machines. They are supposed to have a two day turn around on these machines but lately it has been more like two months. I have located another vendor in the area that has the capacity to replace this vendor should the Directors decide to pursue this avenue.

Mr. Hughs reported that he has researched other companies to service the laundry room machines. The current company owns the machines. It would be very costly to change

companies. Mr. Donner reported that MOD could repair the machines, but would need permission to do so because the machines belong to another company. No decision was made by the Board.

PRESIDENT'S REPORT

Ms. Nordwall reported insurance premiums were discussed at the Presidents' Forum. Property insurance came in over budget. At Your Door service was discontinued very suddenly. They reviewed MOD financials. The Mutual presidents were informed that alteration fees are increasing.

ORIENTATION – Gerald Priebat

The next meeting will be on March 12th at 10:00 a.m. in the Donner Room.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS

Ms. Haydon reminded the membership that the junk pick-up day will be handled by Vets Move Junk and is scheduled *for May 1st*. They pick up items under 20 pounds. The next regular Board meeting: Friday, March 22, 2019 at 10:00 a.m. in the Donner Room at the Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:00 a.m.



Anne Paone, Assistant Secretary
First Walnut Creek Mutual