

## MINUTES

FIRST WALNUT CREEK MUTUAL  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
FRIDAY, OCTOBER 28, 2016 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, October 28, 2016 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 Operations Director; Rick Chakoff, Chief Financial Officer; Erik Howard for Doug Hughs, Building Maintenance Manager; Bill Parsons, Inspector (Alterations) and Anne Paone, Administrative Secretary.

Mr. Anderson welcomed the 11 residents in attendance.

### APPROVAL OF THE MINUTES

The consent calendar consisted of:

Regular Meeting Minutes – September 23, 2016  
Executive Session Minutes – September 23, 2016  
Executive Session Minutes – September 13, 2016  
Special Board Meeting Minutes – September 30, 2016

*Mr. Priebat moved to approve the consent calendar as presented. Ms. Nordwall seconded and the motion carried without dissent.*

### GUEST:

Mr. Anderson introduced Bill Parsons from the Alterations Department at MOD. Ms. Turnier reported that there are frequent calls about remodeling and the noise involved. Other complaints are about contractors parking their trucks in guest spaces. Mr. Parsons stated that the hours for contractors are from 8:00-4:30 p.m., Monday through Friday. They cannot work on weekends or holidays. The contractor is supposed to notify neighbors when they are starting the project and ending it. They also need to tell the neighbors if they will need to turn the water off. The contractor must remove debris from the job site. They are not to park trailers at the job site. The permit is issued for six months from the City of Walnut Creek.

If the contractors are not following the rules, the resident should call Alterations and someone will come out and speak to the contractor. They can be shut down with a red tag. The resident should call Securitas on the weekend.

Mr. Donner reported that the contractor should park on the street. It is the same as any resident. They can only park there for seventy-two hours and then must move their vehicle. If relatives are licensed contractors and are doing the work, they must still follow the same rules as any contractor. Everything gets inspected by the city (6 months), so a three month permit would have to be renewed again.

Ms. Turnier asked Mr. Donner to have the Contractor Rules published in the Rossmoor News. He will do so.

### RESIDENTS' FORUM

A resident reported that there is a contractor that is violating every rule. His truck blocked her car. They bring in 3-4 trucks every day.

The residents were advised to call the Alterations Department during the week to report these issues. Mr. Parsons will go out and check E14.

A resident reported that he is an electrical contractor and noticed that a contractor was working and didn't install items to code. The resident repaired the problems because he didn't want a fire.

Mr. Donner stated that there is a list of contractors that have done work in Rossmoor and there are little to no complaints about them. MOD and the Alterations Department do not make recommendations regarding contractors. If properly licensed, any contractor may work in Rossmoor. Adherence to code belongs to the City of Walnut Creek when they inspect the work. The resident is responsible for correcting any problems. The Mutual inspection is to make sure work that was done is work that was applied for.

The same resident asked about golf carts and electric vehicle charging. Mr. Anderson stated that the Mutual has a policy for this.

### LANDSCAPE REPORT

Chris Folger is the landscape committee chair. She read Ms. Pollon's report as follows:

**LAWN MAINTENANCE:** Mowing will become less frequent as weather cools and growth slows. Irrigation clocks will also water less frequently with the changing weather.

**ENTRY MAINTENANCE:** Crews will be turning their attention to leaf cleanup throughout the fall. Sidewalks will be cleared each week of leaves but final collection will not occur until the trees have shed all their leaves. Drains and v-ditches are checked and cleaned regularly throughout the winter.

**TREE MAINTENANCE:** Tree crews are working on work orders and resident requests.

**LANDSCAPE REHAB:** In the coming months rehab crews will be working on renovating Oakmont entry 10, as well as some smaller replanting projects in Oakmont 4/8, and Oakmont 13.

Ms. Folger is sending Ms. Pollon complaints about blowers. They are blowing towards the buildings instead of away from them.

The committee meets February 3, 2017 in the MPR #1. Mary Collins is the new District 2 landscape representative. She was appointed by Jerry Priebat.

### TREASURER'S REPORT

Ms. Nordwall reported that Paul Donner presented the proposed 2017 budget at the Annual Meeting. He explained how the operating account is developed by comparing the budgeted amounts to the actual amounts spent through June multiplied by 2 to determine annual expenditures. The operating budget was basically kept flat with exceptions being a 3.8% increase in the MOD Management fee, and a 1.6% increase in the Total Building Maintenance and Public Works Expenses. (That amounts to a 68 cent increase in the monthly coupon.), a reduction in utility costs as the water surcharge has been removed.

The reserve account assessment has been reduced by 6.1% or \$10.14, which will still provide for a \$338,000 proposed increase in the reserve.

The third component of the budget is the Golden Rain Foundation Assessment. It has been increased by \$20.25. Most of that increase comes from improvements in the Comcast Cable TV offering and will provide some members with reduced personal payments for those services. We, as a board, cannot change that portion of the coupon.

*Ms. Nordwall moved that the Board approve the proposed budget as presented, which would raise the total basic assessment for our coupon from \$638.00 to \$648.00 or a 1.6% increase. Mr. Priebat seconded and the motion carried without dissent.*

Mr. Priebat thanked Ms. Nordwall and MOD for doing a wonderful job on the budget. The Mutual relies on the accounting department and they do an excellent job.

Mr. Chakoff reported the September operating fund was on budget. There is a surplus of \$67,000, most of which came from the MOD \$59,000 refund. Building maintenance is \$47,000 under budget. Utilities is \$72,000 over budget, due to water usage. Based on the weather, with expected rains, this should balance out.

Mr. Priebat reported that there is a vacancy in District 2 on the Budget & Finance Committee. Ms. Turnier will mention this in the article that she submits to the Rossmoor News.

Joan Leonard has retired from the Budget & Finance Committee. Ms. Turnier thanked Ms. Leonard for all of her work on the committee.

### BUDGET & FINANCE

The next B&F meeting will be on November 17, 2016 at 10:00 a.m. in the Board Room at Gateway.

### MUTUAL OPERATIONS REPORT

Mr. Eric Howard gave the following report for Doug Hughs:

WATER COOLED A/C CONVERSIONS- All Bay Heating and Air is in the process of completing the A/C conversions in Entry 10 Rockledge Lane. They have completed 160 of the 170 for the year.

CARPENTRY- Carpentry crews are currently finishing up on 2717 and 2733 Pine Knoll Drive, entry 9. Once complete, this will conclude our building rehab work for the year.  
PAINTING-Painters are keeping up with the carpentry crews. They are currently working on 2701 and 2749 Pine Knoll Drive, entry 7.

### PRESIDENT'S REPORT

Mr. Anderson reported the Presidents' Forum met on October 24. They discussed mail theft. The mailbox in front of Gateway gets full and the post office needs to check it more frequently. Many Presidents felt the Helsing reserve reports were inadequate. Mutual Presidents discussed their policies. There was a Comcast presentation. EBMUD has a concern over flushable wipes. They go through the toilet, but they are not biodegradable. The Presidents are not aware of any increase in thefts. Denis Bell reported there is a slight upturn in thefts, especially when doors are left open or unlocked. Mr. Priebat reported that the GRF Board met and approved new policies.

### ORIENTATION – Gerald Priebat

Mr. Priebat reported that the next meeting date is November 17, 2016 at 10:00 a.m. in the Donner Room. As always, existing residents are invited.

### UNFINISHED BUSINESS

None

### NEW BUSINESS

Mr. Anderson discussed the Comcast package being presented to the Mutuals. If the Board agrees, the entire Mutual will receive DVR service for \$9.00 and phone service for \$20.00. The phone service is not actually a landline, but is considered VOIP-Voice over Internet Protocol. Therefore, if the electric goes out, phone service will go out unless the resident has a phone with a back-up battery.

The Board solicited input and the input received showed that many of the members would not be taking advantage of these options and yet everyone would have to bear the cost which would be included in the coupon.

*Ms. Nordwall moved to reject the offer from Comcast for the DVR and Phone service in the amounts of \$9.00 and \$20.00 respectively for the entire Mutual. Ms. Haydon seconded and the motion carried without dissent.*

### ANNOUNCEMENTS

It was announced that Jean Autry is the chair of the Budget & Finance Committee. Phil Magen, a retired CPA, will be on the committee as a District 3 representative.

The next regular Board meeting: Friday, November 18, 2016 at 11:00 a.m. in the Donner Room at the Event Center.

ADJOURNMENT

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

/s/ \_\_\_\_\_  
Nancy Turnier, Secretary  
First Walnut Creek Mutual