

## MINUTES

SECOND WALNUT CREEK MUTUAL  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
February 15, 2023, AT 10:00 A.M.  
ZOOM and Peacock Hall

1. **CALL TO ORDER** - President Loran Shlevin called to order the regular meeting of the Board of Directors of Second Walnut Creek Mutual (SWCM) at 10:06 a.m.
2. **ROLL CALL**
  - A. Present: President Loran Shlevin, Vice President Jeanne Steidel, Secretary/Treasurer Marv Ryken, and Director Liz Bradner
  - B. Absent: None
3. **CONSENT CALANDER** - Minutes of regular Board of Director's Meeting on February 1, 2024, motion to approve by President Shlevin, seconded by Director Ryken, and unanimously approved.
4. **REPORTS**
  - A. Jeroen Wright, Director of Mutual Operations Div. (MOD)
    - 1) Firewise – There is a possibility of insurance reduction due to Firewise.
    - 2) Insurance Update – The evaluation of Rossmoor is \$2.68B and the insurance is \$1.16B. This is not 100% insured, and it is estimated that 100% would cost an additional 75%.
  - B. Eric Howard, Building Maintenance Manager
    - 1) Building Rehab – Carpentry and painting crew is currently working on Tice Creek DR, E4 and E5.
    - 2) Roofing – Frank Fiala Roofing has completed four buildings out of eight and will hold off until Spring to do the rest.
    - 3) December Replacements – \$7,983 for Appliances and \$23,403 for water heaters.
    - 4) Roof & Gutter Cleaning – Cleaning is almost completed, call the work order desk if you see a problem.
    - 5) Water-cooled A/C Conversions – Currently at 1348 Running Springs and has completed 193 installations as of February 9.
    - 6) Fire rebuild at 1217 Running Springs #5 – Plans have been reviewed by the City of Walnut Creek and Flynn Architecture is reviewing recommended revisions.
    - 7) V-Ditch – No progress due to rains and will schedule as weather permits.
    - 8) Building Movement 1333 & 1349 Running Springs – Geotechnical/Soils and Structural Engineers are in the process of determining the scope of work.
    - 9) Smoke Detectors – There are 4,047 smoke and carbon monoxide detectors and approximately one half of these detectors are over 10 years old and need replacing. As part of the manor lube program, they will be replaced at an

additional cost of \$65,000 in parts and \$20,000 labor for a total of \$85,000 to be added to the \$70,000 manor lube budget.

C. John Tawaststjerna, Landscape Manager

- 1) Maintenance – Irrigation is still off, and removal of leaves is in progress. Winter pruning is in progress.
- 2) Rehab projects – Tice Creek AA seating area is in progress. Ptarmigan E3 lawn removal is in progress. Tice Creek ED lawn removal is in progress. Tice Creek E16 rehab is completed.
- 3) Tree Maintenance – Ptarmigan pruning complete. Tice Creek D6 to E17 pruning in progress.
- 4) Proposals
  - a. Eucalyptus tree removal 1544 Canyonwood E10 for \$7,500 (operating) motion by President Shlevin, seconded by Director Ryken, and unanimously approved.
  - b. Mulching of Singingwood, Canyonwood, & Ptarmigan, 550 yards of c6 Mulch for \$29,414 (Operating) to start in April motion by President Shlevin, seconded by Director Bradner, and unanimously approved.

5. **Treasurers Report** - Treasurer Marv Ryken did not give a financial report since the January 2024 report was not received yet and would not be available until the close of business today. Director Ryken made a motion to approve a \$1,000 yearly budget for the Welcome Committee, seconded by Director Bradner, and unanimously approved.

6. **Committee Reports**

- A. Water Conservation Committee – Therese Welter, Co-chairperson, gave the following report: January water usage 2022 to 2023 was reduced by 10% and a reduction in billing of 19% due to the rebate applied in December and rollover of some rebate to January. Most of this reduction is due to replacing the water-cooled air conditioners. That rollover completes the rebate credit until we apply again late in the year after the next phase of new air conditioners are installed. Since EBMUD rates increased 8% last July, it will be hard to show lower water costs unless the usage is reduced. The water meters do not separate landscaping water from residential water use so January and February are a good time to look at water usage as it represents residential usage alone. Looking at the usage of each meter during these months and comparing the usage in the warmer months allows us to estimate how much water is used for landscaping. In addition, EBMUD prepares a seasonal use chart on irrigation that shows a graph of each meter's monthly annual usage. At our last WCC meeting in January our committee discussed out of the ordinary seasonal water variances on some meters and are investigating with the Landscaping Dept.
- B. Landscape Committee - Neva Flaherty, chairperson, gave the following report: The committee welcomed Bob Kelso, Firewise ambassador for SWCM, to explain the program to the committee. The committee will be meeting with Catherine Chang, landscape designer, in the next few weeks to see her design for the large lawn conversion at Tice Creek Entry D. Jesus Morales, MOD landscape supervisor for

SWCM, reported on the status of work orders and projects performed by the two landscape technicians assigned to SWCM work. For the next six weeks, they will be installing mulch in one-third of the mutual. Mulching is done on a three-year schedule, so one-third of the mutual is mulched each year. Jesus said further lawn conversions and rehab plantings will be done in April and possibly May, depending on how much rain falls. Jesus explained how the EBMUD and Firewise grant programs work. Work must be completed and photographed before a grant application is submitted. John Tawaststjerna, landscape manager, handles all grant applications. There are deadline dates each quarter of the year for Firewise grants, which have a ceiling of \$5,000. The committee reviewed several proposals for narrow-strip lawn conversions and will review more at the next meeting on March 6.

7. **UNFINISHED BUSINESS** - None
8. **NEW BUSINESS** - None
9. **PRESIDENT'S REPORT** – President Shlevin reported that February was heart health month.
10. **RESIDENTS' FORUM**
  - A. Thank you for candy in the entry way!
  - B. Concerning storm water roof drains, need annual inspection.
  - C. Concern over using Round-up due to dogs and animals at Rossmoor.
11. **ANNOUNCEMENTS**
  - A. March SWCM Board Meeting Thursday, March 7, 2024, 4:00 p.m. Creekside Club Room and Zoom
  - B. March SWCM Board Meeting Thursday, March 21, 2024, 10:00 a.m. Peacock Hall and Zoom
12. **ADJOURNMENT** – The President adjourned the meeting at 12:31 PM

### **Executive Session, February 13, 2024**

**Held at Vice President Steidel's Manor**

**Call to Order: President Shlevin called the Executive Session to order at 10:00 a.m. at Vice President Steidel's manor.**

**Board Director Liz Bradner was absent.**

### **Topics discussed:**

- **Member Disciplinary Status – Removed Item in Common Area. Doc request.**
- **Legal – Reviewing Bylaws/Policies/Rules for Amendment Due to Insurance Replacement Fund Percentage Reduced.**
- **Privacy Issue Problem – Follow Up**

**Adjourn – President Shlevin adjourned the meeting at 12:36 p.m.**

*Linda Schoeffner*

*Assistant Secretary*

*Second Walnut Creek Mutual*