

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, APRIL 16, 2020 AT 10:00 A.M. ZOOM MEETING

President Barbara El-Baroudi asked that Vice President, Michael Stotter, conduct the meeting. He called to order the regular meeting of the Board of Directors of Second Walnut Creek Mutual at 10:00 a.m. on Thursday, April 16, 2020 via ZOOM.

ROLL CALL: Present: Barbara El-Baroudi, President
Michael Stotter, Vice President
Mark Fehlig, Treasurer
Liz Bradner, Secretary
Nathan Roundy, Director

Absent: None

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Mark Marlatte, Building Maintenance Manager; Rebecca Pollon, Landscape Manager and Anne Paone, Administrative Secretary.
Rick Chakoff, Chief Financial Officer - not in attendance

There were 12 residents in attendance.

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – February 20, 2020
Executive Session – February 20, 2020 and February 27, 2020
- b. Accept and Ratify Monthly Review as permitted by Civil Code Section 5501
(January 2020)
- c. Approve Posting and Notification of New Voting and Election Rules/Adoption
- d. Ptarmigan Dr Entry 4: Landscape Rehabilitation Project - Terra Landscape
\$31,505

Mark Fehlig moved to approve the consent calendar as presented. Liz Bradner seconded and the motion carried without dissent.

RESIDENTS' FORUM

The Resident Forum was held. A resident had questions about having composting at Entry 1. Mr. Fehlig reported that they would like to do it, but Republic Services is currently overwhelmed.

A resident inquired about earthquake insurance. Mr. Donner reported that the Mutual is responsible to repair. A loan from FMA or a special assessment might be needed for repairs. A resident asked if alterations are covered. It was decided that the Board are not the people that should answer insurance questions. This will be placed on the agenda for next month's meeting.

LANDSCAPING REPORT – Rebecca Pollon/Michael Stotter

Ms. Pollon reported that landscape rehab is on hold to May 3rd or later. They met with

Ptarmigan Entry 4 residents and Ms. Pollon presented the proposal. The cost is \$31,505 and includes renovating some lawns, removing some lawns and renovating garden areas. (The proposal was approved under the consent calendar.)

BUILDINGS AND FACILITIES REPORT – Mark Marlatte, Bldg. Maintenance Mgr.

Mr. Marlatte reported that things are currently shut down due to the shelter-in-place order. The concrete column construction will start next week.

1201 Leisure Lane – they are working on reconstruction plans. The Project Manager and the Architect are getting the plans done.

The Mutual is having some plumbing issues. Mr. Marlatte reminded residents to watch what they toss in the toilets.

Mr. Donner reported that the shelter-in-place has caused carpentry to be pulled back and painting crews. They might need to discuss this later to be sure they don't get too far behind. MOD has brought back the maintenance crew to do disinfecting. They are cleaning laundry rooms and will do trash enclosures. The lids are quite dirty. There is no charge to the Mutual for this work. GRF is hoping that the Federal Loan program will cover the costs.

Mr. Donner reported the manor lube program has started. The worker is going door-to-door to see if residents will allow him in. He goes in with a mask and gloves. The combo smoke detectors and carbon monoxide are failing at 7 years instead of 10 years. He is doing about 15 lubes per day. Eric Howard is here full-time. He is walking the Mutual building-by-building. He is looking for things that may have been missed such as safety hazards or leaks. He found plumbing and sewer leaks. He is addressing them when he can. A lot of trash has been discarded under the G-11 buildings. He is making note of it. This is not essential work right now. The work order desk receives about 100 calls per day. They are responding to essential calls.

TREASURER'S REPORT – Rick Chakoff

Mr. Donner reported from the February financials. The operating fund has \$862,378 in assets and the reserve fund has \$3,600,376. The Mutual is \$13,839 better than budget. Building Maintenance is overdue to gutter cleaning and plumbing issues.

Mr. Fehlig reported there were 10 resales in February with a median price of \$477,000. There were 17 resales YTD with a median price of \$525,000.

PRESIDENT'S REPORT

No report.

RECYCLE/EPO/EVC

Mr. Fehlig reported that the EPO website has a lot of information. You can also find how to make your own mask.

Recycling is stable. Things are under control right now. MOD continues to operate their recycling center. There have been a lot of boxes due to an increase in deliveries. Please crush the boxes before placing in bins.

Vehicle charging has been quiet. Mr. Fehlig is happy to meet with any resident that has

questions about charging their vehicle.

UNFINISHED BUSINESS

None

NEW BUSINESS

Voting and Election rules were adopted under the consent calendar.

ANNOUNCEMENTS

Mr. Stotter announced the following meetings:


Second Mutual Regular Monthly Meeting – Thursday, May 21, 2020
10:00 a.m. Peacock Hall – Gateway Complex

GRF Regular Board Meeting – Thursday, February 27, 2020 at 9:00 a.m.
Peacock Hall – Gateway complex

Mr. Stotter advised the residents that if they have any questions to contact the Board at: swcm@rossmoor.com

ADJOURNMENT

Having no further business, the Board adjourned the meeting at 10:42 a.m.



Anne Paone, Assistant Secretary
Second Walnut Creek Mutual

**The Board of Directors met in executive session on February 20, 2020 at 10:40 a.m. in the small conference room in the Board office to discuss the following:

The Board met to review 2 owner requests that they be allowed to leave cabinets in their carports. The Board agreed they must follow the Mutual policy regarding cabinets. Owners were given a date to remove cabinets.

Having no further business, the executive session adjourned at 11:20 a.m.

**The Board of Directors met in executive session on February 27, 2020 at 10:15 a.m. in the small conference room in the Board office to discuss the following:

The Board met to review the request from an owner that has had his membership terminated. He has asked for an extension. The Board granted an extension to March 31, 2020.

Having no further business, the executive session adjourned at 11:30 a.m.