

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, FEBRUARY 17, 2022 AT 10:00 A.M. ZOOM

President Clay Dunning called to order the regular meeting of the Board of Directors of Second Walnut Creek Mutual at 10:00 a.m. on Thursday, February 17, 2022 via Zoom.

ROLL CALL: Present: Clay Dunning, President
Michael Stotter, Vice President
Liz Bradner, Treasurer
Brendan Schmidt, Secretary
Loran Shlevin, Director

Absent: None

Mutual Operations staff was represented by: Paul Donner, Director of Mutual Operations; Joel Lesser, Chief Financial Officer; and Anne Paone, Administrative Secretary. Mark Marlatte, Building Maintenance Manager - Excused.

There were 35 residents in attendance.

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting: January 20, 2022
Executive Meeting: January 20, 2022

Ms. Bradner moved to approve the consent calendar as presented. Mr. Stotter seconded and the motion carried 4-1 (Shlevin).

RESIDENTS' FORUM

Resident commented that she has drainage problem. Mr. Donner reported that hundreds of drains in SWCM will back up if there are heavy rains. The drainage system would have to be redone. SWCM would need to have an expert come in to do drains. Her drain is not a priority based on other drains.

Resident would like a second meeting each month for SWCM.

Resident commented on aluminum wiring.

Resident commented on the budget regarding maintenance. The coupon needs to be increased.

Resident commented that there needs to be some execution regarding suggested solutions to problems. Use members to help.

Resident recommended the Mutual stop doing lawns. They require too much water.

Resident commented it was not a good idea to take money from the reserves.

Resident thanked the Board for their work. He thought they should consider expanding the Board.

Resident thanked Board for their service. Resident is willing to volunteer for I.T. Committee. Would like to create a website for SWCM.

Resident asked about number of directors. Mr. Dunning explained that the governing

documents dictate the number of directors, which is 5. Resident asked about the insurance. Mr. Lesser reported that there is a \$38 million gap for the entire valley. They are working to fill it.

Resident supports having committees. He is willing to serve.

Resident asked if the Board would meet in person.

Resident likes having a hybrid meeting.

MOD REPORTS

Landscape: Mr. Donner reported landscaping will do plant replacements and then in March they will do mulching. The irrigation crews are checking and repairing any breaks. Trees will start flowering soon. There is a new landscape manager. Ms. Pollon has left. Eddy Ibarra is out on an extended medical leave and is to return on March 7th or 8th. Mr. Donner reported that he is filling in. The field crew is strong. They will continue with Ms. Pollon's plan. Mr. Donner is doing due diligence to find a landscape manager.

Building and Maintenance:

2022 PREVENTITIVE MAINTENANCE AND RESERVE PROJECTS

1. Carpentry and Painting Maintenance
 - Carpentry PM and Painting is on Leisure Lane entry 5 and building firewall separations in attics on Ptarmigan Drive.
2. Roofing Program
 - Eight roofs out to bid. Bids due back by end of March.
3. Bridge and stair Replacements
 - None at this time.
4. Deck Coating
 - Scheduling as required in P.M. area and as needed.
5. Appliance Replacements
 - Appliance replacements for the month of January. (Not posted yet.)
6. Roof and Gutter Cleaning
 - Please call the order desk for roofs or downspouts that need to be cleaned.
7. Manor Lube
 - Manor Lube program is ongoing throughout the Mutual.

Infrastructure: Mr. Donner reported there were 2 fires that were caused by aluminum wire connection issues. The FWCM fire and an oven fire that was installed incorrectly by Lowes. Wire heats and expands and contracts which can come loose and cause sparking.

Mr. Donner reviewed safety measures that SWCM has such as sprinklers in carports and fire stops on balconies. There are draft stops in attics.

Mr. Donner gave a staffing update. Sharon Fees left and an offer has now been made to someone to take her position. She accepted the preliminary offer.

TREASURER'S REPORT – Joel Lesser/Liz Bradner

Mr. Lesser reported the ending balances for the December financials. The operating fund had \$649,326. The reserve fund had \$5,354,730.

Ms. Bradner reported there is money in the reserves for the insurance premium payment. If that amount were spread across the Mutual on the coupon, the increase would be an extra \$120 per month for each manor.

Ms. Bradner reported there is no resale report.

Mr. Donner reported that SWCM is increasing working capital in the budget. This is a place to increase money for the insurance premium.

COMMITTEE REPORTS

Landscape – Marilyn Schuyler

Ms. Schuyler reported there are 5 zones and a representative for each zone. The committee meets twice per month. They have developed a budget with policy recommendations. They have also set up a process to address residents' requests. They met with Terra and MOD regarding oversight and supervision. They are working on minimum landscape procedures.

Trash – Kathleen Epperson, Chair

The Trash Committee gives a huge thank-you to our Second Mutual directors for your continued support, to Brendan for agreeing to be our board liaison, and to our 60 dedicated, trash volunteers who monitor 47 of our 82 enclosures.

We have been dealing with huge raccoon messes in trash enclosures which have defective, split-lid, one-yard, landfill dumpsters. Unfortunately, Republic Services no longer makes split-lids for these one-yarders. The solid lid which they now make is too heavy for many residents.

Fortunately, one volunteer, Chris Thompson rigged a fix. He put a 5/8" ID hose, attached by a metal clamp, on both ends of the bar which holds the split lids. This keeps the lids in place. With Republic's approval, Chris has started fixing other Second Mutual one-yarders. Second Mutual has had many missed recycle pickups since last November, partly due to a truck which breaks down and partly due to a shortage of drivers. Missed recycle pickups undo our efforts to get residents to sort correctly. When there is not room in recycle, many residents put their recyclables in landfill. In some enclosures this is causing landfill overages.

Republic Services is not billing us for recycle overages caused by missed pickups. But they are billing us for these landfill overages. We asked that three overage charges be reimbursed. So far, that has not happened.

If residents notice a missed pickup, we encourage them to call or email MOD early the next day.

Volunteers Carol Hummel and Vona Scott head our new "Trash Welcome Wagon." In entries which do not have trash volunteers, they will see that new residents are welcomed to Second Mutual and offered a recycle tote, compost pail, and phone book with a Post-It on our "Rossmoor Recycle Guide."

We hope you have seen our revised recycle guide which starts on p. 22 in the 2022 phonebook. This is the third year Carol Weed and I have done this with the help of Sustainable Rossmoor's Trash Talkers.

Last month, on a short-term basis, you approved leaving a blue cart outside Ptarmigan 1A. It took several weeks to get resident approval for this experiment. The blue cart was placed outside on February 6. So far, there have been no problems. Residents have expressed appreciation for the blue cart's being outside and their being able to access to a green cart.

Three entries have requested landfill container upgrades. The added cost would be over \$5,000. We do not have an exact amount because Republic's rates increase in March. Instead of submitting any new upgrade requests, we are waiting to see if the effort to put food in the green carts, which is now required by California law, will decrease landfill overflow. If any enclosure wants to add or upgrade a green cart, please email SecondMutualTrashCommittee@gmail.com.

Water – Nathan Roundy, Chair

Ms. Bradner reported that the toilet project is moving forward. The Committee will meet Saturday to go over information collected. Water-cooled air conditioners uses more water than thought. The compressors can be loud.

Solar – Eric Cox

Mr. Cox stated that Dan Davis is part of the committee. Brendan Schmidt is the liaison and is looking into solar for common areas usage. To be placed on carports. Mr. Cox will step down as the chair, but will stay on the committee. Dan Davis will take over.

PRESIDENT'S REPORT

No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

a. Landscape Committee – Mr. Dunning reported that Michael Stotter stepped down as the landscape liaison. Ms. Bradner suggested giving the committee another trial year. The committee should not give Terra any directions. Everything should go through the liaison. Selecting a liaison was tabled.

b. Ting – Electrical Fire Safety, Simplified – Mr. Schmidt reported there is a product that can easily be installed. It can be linked to a smart phone and the company can monitor all electricity in the home that might cause any hazards. It does some other things, too. They are back logged right now due to the supply chain. Mr. Dunning asked Mr. Schmidt to draft an article to advise the membership. Everyone, except for Shlevin supported Ting and doing an article. Ms. Shlevin stated maybe there are other products. Some members do not have smart phones or cannot use an app. Mr. Schmidt will find out if Ting can set up the system for members that do not have a smart phone.

c. Authorize Trash Committee to Approve Periodic Expenditures – Mr. Dunning stated that the Board should provide an allowance to the committee so they can act on them. Or they could let Lisa Lankford make the decision. Ms. Shlevin said she would approve allowing Ms. Lankford the option to approve up to \$100. Mr. Stotter agreed. Ms. Lankford would let the Board liaison know what is happening. Ms. Bradner supports a \$500 allowance.

Mr. Dunning moved to authorize the MOD Trash Desk the amount of \$100 per occurrence for extra trash pick-ups. Mr. Schmidt seconded and the motion carried without dissent.

A voice vote was taken with all responding aye.

d. Carport and Parking Committee/EV Charging – Consolidation – Mr. Dunning suggested consolidating the two committees with Betty Price as the chair of the Carport Committee and Mark Fehlig as chair of the EV Charging Committee.

Mr. Dunning moved to consolidate the two committees as stated above. Ms. Bradner seconded and the motion carried without dissent.

A voice vote was taken with all responded aye.

e. Replacement of sub panels upon alteration requests to make any changes to electric usage. Mr. Schmidt reported that it could cost \$4.2 million to replace the sub panels. The main panels would be an additional \$4 million. If it is part of the alteration process, it will get done. The Board could consider contributing some money to this. Mr. Dunning reported his manor had been done because the panel had to be moved outside of the

closet. Ms. Shlevin stated it should be part of the Infrastructure Planning committee otherwise it will be too chaotic. This requires more investigation. Mr. Schmidt stated it will be required as an upgrade when doing an alteration application.

Mr. Dunning stated if electrical service is being done, the panel upgraded would be at the applicant's cost. He asked the Board if they want to contribute. Mr. Schmidt advised there needs to be more discussion. Mr. Schmidt will speak to MOD and Alterations. Mr. Dunning tabled this for another time.

f. BBQ Policy-Changes – Ms. Bradner stated that the policy is not specific right now. She would like the policy to reflect the current fire code. Mr. Schmidt stated that electric BBQs could be a problem, too. Ms. Shlevin stated the Board needs a consul from someone from the fire district. Mr. Dunning tabled to the next meeting. The Board should get an opinion from the attorney.

Anne Paone had to leave the meeting.

Per Michael Stotter:

g. SWCM Welcome Committee – No motion was put forth. This is not a Board function. A Welcome Club could be formed for new members.

h. SWCM Structure, Inspection, Planning Committee – Tabled for March 17th meeting.

ANNOUNCEMENTS

Mr. Dunning read the announcements as listed on the agenda.

ADJOURNMENT

Having no further business, the Board adjourned the meeting at 1:40 p.m.



Anne Paone, Assistant Secretary
Second Walnut Creek Mutual