

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, FEBRUARY 20, 2020 AT 10:00 A.M. PEACOCK HALL – GATEWAY COMPLEX

Vice President, Michael Stotter, called to order the regular meeting of the Board of Directors of Second Walnut Creek Mutual at 10:00 a.m. on Thursday, February 20, 2020 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: Present: Michael Stotter, Vice President
Mark Fehlig, Treasurer
Liz Bradner, Secretary

Absent: Barbara El-Baroudi, President

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

There were 17 residents in attendance.

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – January 16, 2020
Executive Session Minutes – January 16, 2020
- b. Accept and ratify monthly review as permitted by civil code section 5501
(December Preliminary Financials)
Ms. Bradner moved to approve the consent calendar as presented. Mr. Fehlig seconded and the motion carried without dissent.

APPOINTMENT TO BOARD

Due to the resignation of Frank Mansfield, the Board appointed James “Nathan” Roundy to fill the vacancy.

RESIDENTS’ FORUM

The Resident Forum was held. A resident had questions about how Board members are assigned their office on the Board. Mr. Stotter reported that the Board votes them in. A resident asked if a light can be installed by the laundry room that had the theft of the EPO supplies. (Cabinet was broken into-bolt cutters used) She also inquired about a motion sensor or camera. Mr. Fehlig recommended that they beef up security by installing a stronger lock.

LANDSCAPING REPORT – Rebecca Pollon/Michael Stotter

Mr. Stotter reported that a Rehab will begin on Ptarmigan, Entry 4. They will meet with the residents next week.

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

Mr. Marlatte reported the following: Carpentry and Painting is on Entry 8 on Running Springs. Roofing will start in the Spring. 1200 Canyonwood has been re-leveled with the exterior work completed. Interior work will begin soon.

1233 Singingwood – car hit a column. The engineer is done evaluating and is in the process of getting a permit.

1201 Leisure Lane – The architect and project manager will meet with residents regarding alterations that they have had done to their manors.

TREASURER'S REPORT – Rick Chakoff

Mr. Chakoff presented information taken from the December Preliminary financials, which are subject to an audit review.

There is a deficit to budget of \$394,000. Building Maintenance and Public Works is over budget by \$181,000 mostly due to plumbing and electrical items. Landscape is under budget by \$120,000. Utilities is over budget by \$142,000 mostly due to water usage. Insurance is over budget by \$154,000. The policy is placed in December, after budgets have been approved, and it came in over budget.

Mr. Fehlig reported there were 8 resales in December with a median price of \$400,000.

There were 118 resales YTD with a median price of \$430,000. One manor sold for \$570,000.

PRESIDENT'S REPORT

Mr. Stotter reminded the membership that if they have any questions to email the Board at SWCM@rossmoor.com.

RECYCLE/EPO/EVC

Mr. Fehlig reported that recycling is stable. The Mutual has saved money by rightsizing. There is a \$50 fee to do a contaminated pick up. Sometimes a contractor dumps items in the bin overnight, so it is at the bottom of the bin. Then trash is placed on top and the junk is not noticed. Liz Bradner and Carol Weed met on Leisure Lane. It was very educational. The Mutual is in good shape.

Mr. Fehlig reported that the entry coordinator will track anyone that needs oxygen or has a special medical need.

The Mutual currently has 14 car charging vehicles. The Mutual has a policy for charging.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS

Mr. Stotter announced the following meetings:

Second Mutual Regular Monthly Meeting – Thursday, March 19, 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

ADJOURNMENT

Having no further business, the Board adjourned the meeting at 10:25 a.m.



Anne Paone, Assistant Secretary
Second Walnut Creek Mutual

**The Board of Directors met in executive session on January 16, 2020 at 11:00 a.m. in the small conference room in the Board office to discuss the following:

The Board met to interview perspective candidates to fill the vacancy left by the resignation of Frank Mansfield.

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