

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, JULY 20, 2023 AT 10:00 A.M. ZOOM and PEACOCK HALL

President Clay Dunning called to order the regular meeting of the Board of Directors of Second Walnut Creek Mutual at 10:05 a.m. on Thursday, July 20, 2023, via Zoom and Peacock Hall.

1. **ROLL CALL**

- a. Present: President Clay Dunning, Vice President Michael Stotter, Treasurer Liz Bradner, Secretary Marv Ryken, and Director Loran Shlevin
- b. Absent: None
- c. Mutual Operations staff: Director of Mutual Operations Jeroen Wright, retiring Director of Mutual Operations Paul Donner (Zoom), Assistant Secretary Linda Schoeffner, Landscape Manager John Tawaststjerna, Maintenance Supervisor Eric Howard, and CFO Thomas Hand (Zoom). It was recognized that it was Paul Donner last Board Meeting since he's retiring on Friday.
- d. There were 45 members in attendance and 23 members/residents attending via Zoom.

2. **CONSENT CALENDAR** - Approval of Minutes: Regular Meeting on June 15, 2023 motion by Michael Stotter and seconded by Marv Ryken. The motion carried unanimously. Approval of Executive Session on July 6, 2023 was put off until next month.

3. **MOD REPORTS**

- a. **Building and Maintenance** (by Eric Howard):
 1. **Carpentry and Painting Maintenance** - Carpentry PM and Painting continues.
 2. **Paving Program** – Scheduled for E6 and E8 Tice Creek DR. and will be on August 28 to 30, members will be notified.
 3. **Bridge and Stair Replacements** – Replacement is complete at 1325 Running Springs. Two more bridges are awaiting bids for replacement at 2708 and 2724 Tice Creek entry 1.
 4. **Deck Coating** - Scheduling as required in P.M. area and as needed.
 5. **Appliance Replacements** – Appliance replacements totaled \$99,933 last month, mostly water heaters.
 6. **Roof and Gutter Cleaning** - Roof and gutter cleaning have concluded. If a gutter is overflowing, please call the work order desk at 925-988-7650.
 7. **Manor Lube** - The Manor Lube program is approximately 70 to 80% complete and includes inspecting toilets for leaks with blue dye.

8. **Water-Cooled Air-Conditioning Conversion** - As of 6/2/2023, the team completed 116 units and are currently working in Leisure LN.
 9. **Retaining Wall** – The retaining wall at 1364 Singingwood CT is complete except for some trim washers and one weld on the handrail.
 10. **Ground Water** – The ground water problem affecting Entry 3 and 1300 on Canyonwood CT has been addressed via three proposals and the proposal from Five Star Painting for \$41,885 was recommended. ***Motion to approve by Clay Dunning, seconded by Liz Bradner, and unanimously approved***
 11. **Re-roofing** – Proposals have been received for re-roofing 11 buildings and approval is recommended for the low bid, Frank Fiala Roofing.
- b. **Landscape Report** (by Mr. Tawaststjerna):
1. Maintenance by Terra
 - a. Shrub Fertilization
 - b. Edge ivy for areas where it is growing over the edges of curbs or overgrown has been completed
 - c. Mowing now on a weekly schedule
 - d. Completed 2nd irrigation inspection and working on 3rd inspection for the new irrigation system.
 2. Landscape Rehab Projects Updates
 - a. Mulching effort is in process and will be complete by last week in July
 - b. Tree Maintenance – City permits and estimates have been requested to remove the tree at 1160 Singingwood CT and the low bid of \$11,900 from Hamilton Tree is recommended. ***A motion was made by Michael Stotter, seconded by Clay Dunning, and unanimously approved***
4. **TREASURER’S REPORT**
- a. Financial Statement Report (Treasurer Liz Bradner) – None, requested a minimum of the current aging report.
 - b. Resales (Treasurer Liz Bradner) – None
5. **COMMITTEE REPORTS**
- a. **Landscape** – (Chairperson Neva Flaherty) – A meeting was held to look at other possible areas for lawn conversions. Requirements for plant replacement for plants that have died must be input before September 1.
 - b. **Trash** – (Chairperson Kathleen Epperson) – For June the added charges were \$52 and \$40 for special pickups and \$56 for overflow. Republic will resume charges for unclosed recycle barrels. There was a \$846 credit for missed pickups. Republic will add more time for Rossmoor. Please note that plastic bags are not allowed in recycle, only landfill bin.
 - c. **Water** – (report by Therese Welter, Ann Stanwood co-chair) From May 20 through June 19, 2023 billing data we had a year-to-date reduction in water usage of 25% for a savings of 16%. In 2022 water was 39M gallons for a cost of \$446k and for the same period in 2023 the water was 29M gallons for a cost of \$370k. June month for 2023 as compared to 2022 water usage is reduced by 29% and cost reduction of 17%. Keep up the good work of reducing water use since starting 7/1/2023, the water rate will increase by 8.5%.

- d. **EPIC** (report by Dan Davis, Kevin Moore co-chair) – A meeting was held and it was proposed to do a pilot program to determine if replacing present commercial washers and dryers with new water and power efficiency units would make sense. Costs of the commercial units are in the \$2000 area and the personal units are in the \$700 area. This will be discussed with MOD together with the maintenance problem, will the manufacturer supply fixed price repair. It was also recommended that MOD redoing the laundry rooms cleaning contract to reduce the current contracts \$50,000 expense.
- e. **Finance** (report by Michele Colucci) – None
- 6. **PRESIDENT’S REPORT** - No report.
- 7. **UNFINISHED BUSINESS** – No report.
- 8. **NEW BUSINESS**
 - a. ***Clay Dunning made a motion to authorize repurpose of unused Laundry Room 14L2 for emergency supply storage by Neighborhood for Safer Streets. Seconded by Liz Bradner and approved 4 to 1 (Shlevin – no).***
 - b. ***Loran Shlevin made a motion to approve the Charter of the new EPICS Committee. The new EPICS Committee will include a consolidation of the following committees: EPIC, Carport and Parking (Policies 6.1-6,4) and Solar (future planning for level 2 charging, 240 volts). Current Level 1 charging, 120 volts, will not be included. Seconded by Marv Ryken and approved unanimously.***
 - c. The three proposals for an Inspector of Election for the open SWCM Director position election were reviewed. ***Clay Dunning made a motion that Liberty HOA Election Services, LLC be selected as SWCM Inspector of Elections. The motion was seconded by Liz Bradner and passed 3 to 2 (Ryken & Shlevin – No).***
- 9. **RESIDENTS’ FORUM**
 - a. Concern about new budget and can members see financial statements.
 - b. Wanted to know election schedule
 - c. Concern over washing cars in common area, lack of notices, rumors over facts
 - d. Asked if meetings could be recorded and available on U-Tube
 - e. Concern over civility
 - f. Concerned over attorney’s fees being over budget
 - g. Concerned over attorney’s fees being over budget and air conditioner conversion not meeting California efficiency standards.
 - h. Suggests that work orders include photos
 - i. Concern over communications from Board to members.
- 10. **ANNOUNCEMENTS**
 - a. Second Mutual Meeting Thursday, August 17, 2023 10:00 a.m. Peacock Hall and Zoom
 - b. GRF Regular Board Meeting Thursday, July 27, 2023 9:00 a.m. Peacock Hall and Zoom

11. **ADJOURNMENT** – The President adjourned the meeting at 12:05 p.m.

Linda Schoeffner

Linda Schoeffner, Assistant Secretary
Second Walnut Creek Mutual

There was an Executive Session held by the Board of Directors on July 6, 2023, in MPR #1–Gateway to discuss Member Matters.

There was an Executive Session held by the Board of Directors on July 20, 2023, in MPR #3-Gateway to discuss Member Matters.