

## MINUTES

### SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, JULY 21, 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, July 21, 2022 via Zoom.

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

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  
John Tawaststjerna, Landscape Manager - Excused

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting: June 16, 2022  
Special Meeting: June 8, 2022

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

A voice vote was taken. Dunning-y, Stotter-y, Bradner-y, Schmidt-y, Shlevin-n

## MOD REPORTS

Paul Donner gave the following report:

Building and Maintenance:

### 2022 PREVENTITIVE MAINTENANCE AND RESERVE PROJECTS

1. Carpentry and Painting Maintenance
  - Carpentry PM and Painting continues on Leisure Lane working in entries 1, 3 and 5.
2. Roofing Program
  - State Roofing Systems is scheduling eight roofs. Tentatively scheduled for August.
3. Bridge and stair Replacements
  - 1325 Running Springs is being scheduled for replacement.
5. Deck Coating
  - Scheduling as required in P.M. area and as needed.
6. Appliance Replacements

- Appliance replacements for June totaled 96,160. \$54,685 of the total was due to HVAC and water replacement.
7. Roof and Gutter Cleaning
- Roof and gutter cleaning have concluded and will resume in the winter months.
8. Manor Lube
- The Manor Lube program continues. As requested, the techs are checking for Zinsco panels and non-low flow toilets. Inspections are showing that Zinsco panels and standard toilets are not common. Most of the toilets have 1.6-gallon tanks.
9. Water-Cooled Air-Conditioning Conversion
- The contract has been awarded to Freeman Heating and Air. He is currently working with suppliers to ensure adequate supplies are available. The preliminary schedule is to start in late September. This will free time to service existing units during the hotter months. Barring any unforeseen circumstance, the work should take 30 months to complete.

Mr. Schmidt is to email Mr. Donner regarding appliances and questions on air conditioners. Mr. Donner reported that insurance will go up. He has no figures yet. The budget process has started for MOD for 2023.

## LANDSCAPE

Paul Donner gave John Tawaststjerna's report as follows:

### SWCM Landscape Report

#### MOD Landscaping

- Irrigation projects
  - Upgrading irrigation along Canyonwood currently
  - Switching to bubblers and MP rotator nozzles
- Fairlawn Entry 2
  - Lawn removal project
  - Phase I will be completed this week
    - Removal of lawn
    - DG pathway installation
  - Phase II will be completed in October
    - Planting installation

#### Landscape Maintenance from Terra

- Deadheading of perennials
- Pruning of overgrown shrubs
- Crews are mowing the lawns every week
- Weed removal by hand and herbicide spray

#### Tree Maintenance

- Waraner Tree

- Building clearance at Tice Creek Entries 6 to 9
- Total cost = \$14,465.00
- Completed

#### Budget

- Landscape Rehab
  - Total Budget - \$200,000.00
  - YTD = \$37,703.56
  - Remaining = \$162,296.44
- Tree Maintenance
  - Total Budget - \$160,000.00
  - YTD = \$87,300.00
  - Remaining = \$72,700.00

#### TREASURER'S REPORT – Joel Lesser/Liz Bradner

Mr. Lesser reported that for June 2022, there is \$1,171,153 in the operating fund and \$6,167,203 in the reserve fund. The Mutual will receive a \$139,826 refund from the insurance commissions.

Ms. Bradner reported there were 14 resales with a median price of \$455,00. There were 68 resales with a median price of \$467,500 YTD.

#### COMMITTEE REPORTS

##### Landscape – Marilyn Schuyler

Ms. Schuyler gave the following report:

They met with residents at Fairlawn and John Tawaststjerna. They will reduce lawns. They are moving on to complete other lawn reductions. They have prioritized other lawn reduction sites. They want to preserve trees in the Mutual and not remove any irrigation to the lawns without considering irrigation to nearby trees.

##### Trash – Kathleen Epperson, Chair

No report.

##### Water – Therese Welter and Ann Stanwood, Co-Chairs

Ms. Welter gave the following report:

The Water Conservation Committee focus is **water usage**, understanding **EBMUD bills**, **water waste**, and the **most efficient use of water in the Second Mutual**. To that end we have several projects that we are working on.

**Toilet Replacement** project for residents who have applied and whose toilet is using more than 3 gallons per flush without needing any other floor or wall modifications is in process. MOD has started to replace and the first resident is very happy with the toilet and with the installation, so we are continuing down the list. Our estimate is that this project will conservatively save about 2800 gallons per year per toilet. Susan Steele one of our committee members is managing this project.

**On-Line access to EBMUD water bills and usage.** Our committee and 2M board proposed and were given approval from Amanda Davis, the GRF controller, to access EBMUD water bills online. This opens up so much more information than just seeing the bill amount and usage figures, such as Water Meter Alerts, comparisons to year over year usage for each meter and allows us to see how the new EBMUD increases and surcharges are affecting our bills.

After a recent training session by EBMUD with Ann Stanwood and Therese Welter Co-Chairs of WCC on how to utilize the on-line features, EBMUD directed our attention to the My Water Alerts report for each meter. These alert reports indicate that we have water running 24 hours in most of our residential meters and stepped us through the reports. From their experience this typically means that some toilets are leaking and/or landscape sprinklers are leaking 24 hours. EBMUD suggested that we first conduct a sample physical survey of resident's toilets.

**Water Leaks and EBMUD inspections:** Toilet inspections took place on Tuesday July 19<sup>th</sup>. Each committee member contacted their neighbors and asked if EBMUD could enter their residence and check the flapper and water level of their toilets as soon as possible. Thirty-four residents volunteered and welcomed a committee member escort and two EBMUD employees on Tuesday July 19<sup>th</sup> and inspected toilets between 9:00 and 3:30. They are preparing a report for us, but the short answer is **yes**, there are leaking toilets in each meter. This type of non-stop leakage can waste hundreds of gallons of water a day per toilet and often is not heard or recognized. After the report is delivered, we will send out information about what residents can do to identify and stop these water leaks. The solutions fortunately are very inexpensive and include replacing flappers or adjusting the water level in the toilet tank. EBMUD is also scheduling a visit with our Landscape Manager to survey the landscape areas in the Second Mutual that show water meter reports of 24-hour leakage to try and identify leaks. Since landscape and residential water is served by the same water meter it makes identifying leaks problematic.

**Resident Education:** Susan Steele has created fliers to be distributed throughout the 2M to be placed at the 1387 residents by the 5 members of WCC committee. These fliers will hopefully be posted inside, as reminders about what the average person can do to reduce water consumption in their own manors and to develop water saving consciousness. Shelly Eick, another committee member, worked out a walking delivery map for each of the committee members, that will allow us to distribute the fliers efficiently and get a little exercise. This should begin in about a week. We are asking residents to please post as a reminder. Small changes like collecting cold water prior to showering, and not letting the water run without catching it and using this , for your plants can make a big difference. Jim Greenberg, another committee member created an excellent article for the Rossmoor News titled '**Second Mutual committee offers residents tips for saving water**' which appeared Wednesday July 20, 2022 and points out what is on the horizon regarding increased water costs and how all of us can try to mitigate those increases by voluntarily limiting our water use.

#### **Solar** – Eric Cox

Marv Ryken reported they had a meeting and they need more information. Shared solar has terminated. Individuals can contact their own solar company.

#### **EPIC**

Ms. Shlevin reported that Mr. Ryken is investigating laundry rooms, machines and the use-of-water. They have received about an 80% response to their survey. They will work up how many residents use each laundry room.

#### **DRC**

Mr. Dunning reported that the DRC was recently formed. They met and did a site visit. {art of an alteration proposal was denied. They are in violation so they were shut down. They will meet with them next week.

### PRESIDENT'S REPORT

No report.

### UNFINISHED BUSINESS

Discussion – Technology and Communications Committee – Tabled

### NEW BUSINESS

a. Meet the Candidates:

The Board thought this was a good idea. No action taken at this time.

b. DRC:

*Mr. Dunning moved to accept the resignation of Mr. Schmidt and to appoint Michael Stotter to the Committee. Ms. Bradner seconded and the motion carried without dissent.*

A voice vote was taken. Dunning-y, Stotter-y, Bradner-y, Schmidt-y, Shlevin-y

c. Orientation-Newcomers:

Mr. Schmidt had visited an area where developers were inviting people to meet other new people coming in. in 2 years, they were considered acclimated. The Board will consider a newcomer's program.

### RESIDENTS' FORUM

Resident asked why the lawns are mowed once a week in the summer. Mr. Donner reported that the contract calls for it.

Resident asked if they are allowed at the Finance meeting. Ms. Bradner said she would check with the chair.

### ANNOUNCEMENTS

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

### ADJOURNMENT

Having no further business, the Board adjourned the meeting at 11:46 a.m.



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Anne Paone, Assistant Secretary  
Second Walnut Creek Mutual