

## MINUTES

### SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, NOVEMBER 21, 2019 AT 10:00 A.M. PEACOCK HALL – GATEWAY COMPLEX

President Barbara El-Baroudi called to order the regular meeting of the Board of Directors of Second Walnut Creek Mutual at 10:00 a.m. on Thursday, November 21, 2019 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: Present: Barbara El-Baroudi, President  
Frank Mansfieldi, Vice President  
Michael Stotter, Vice President  
Mark Fehlig, Treasurer  
Liz Bradner, Secretary

Absent: None

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

There were 18 residents in attendance.

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – September 19, 2019  
Executive Session Minutes – September 19 and October 17, 2019
- b. Accept and ratify monthly review as permitted by civil code section 5501

*Mr. Stotter moved to approve the consent calendar as presented. Mr. Fehlig seconded and the motion carried without dissent.*

## RESIDENTS' FORUM

The Resident Forum was held. Resident had questions about all of the posters attached to the trash enclosures. Mr. Fehlig will check enclosures. (CW, E2) Parking was discussed regarding E2 and a car parking that appears to be a hazard. Mr. Donner will take a look. Resident discussed car that appears to be abandoned in space. Mr. Fehlig reported the Mutual may be able to have a relative move it into the resident's carport.

Resident asked why there is such a difference in landscaping between E9 and E11. She emailed to get plants replaced, but did not get a response. Mr. Stotter reported that directors are never given priority for landscaping. He will look at the landscaping and then speak to her.

Resident reported that Fed EX left a sticky note on the door and it peeled the paint when she removed it. Mr. Fehlig advised her to get a work order. Resident also reported that the junipers were removed. The workers did a beautiful job and were friendly. The Board has done an amazing job.

Resident reported that his entry was just rehabbed and painted. The people were friendly, helpful, and worked very well. He thanked the Board for their work.

LANDSCAPING REPORT – Rebecca Pollon/Michael Stotter

Mr. Stotter reported on the following:

LAWN MAINTENANCE      Lawns will be over seeded between October 1<sup>st</sup> and November 15<sup>th</sup>.

WATER USE                      As temperatures decrease and day lengths shorten, irrigation use will decline.

ENTRY MAINTENANCE      Entry maintenance crews are focusing all efforts on leaf cleanup.

MOD CREW                      Now: MOD crews are in the midst of replanting where the Junipers were removed.

December: Plant replacements; List is attached of plant replacements. Will begin as soon as juniper replacements are complete.

February 2020: Projects and resident requests; Will begin after plant replacements, likely early 2020

Spring 2020: Annual mulching project; Will begin after projects and resident requests

Mr. Donner reported that the leaves are falling faster than they can be picked up. Blowers will move them off the sidewalk into the landscaping. Once they are all down, they will get picked up.

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

Mr. Marlatte reported the following: Carpentry and Painting Maintenance-Carpentry Preventative Maintenance and Painting is on Running Springs Road, Entry 8 and 10; Roofing Program-Eight of nine buildings complete; Bridge and Stair Replacements-None at this time; Deck Coating-Scheduling as required in Preventative Maintenance area and as needed; Appliance Replacements-Appliance replacement for the month of October was \$29,445.00; Roof and Gutter Cleaning-Please call the order desk for additional roofs or downspouts that need to be cleaned; Manor Lube-2019 manor lube program is approx.. 88% complete; Paving and Seal Coat – Done for 2019; 1200 Canyonwood Ct.-Building movement – Ned Clyde Construction installing drainage systems and helical piers; 1233 Singingwood Court-Engineer finishing plans for column rebuild.

TREASURER'S REPORT – Rick Chakoff

Mr. Chakoff reported the Mutual operating fund YTD has a \$330,000 deficit to budget. Building and Public Works is \$151,000 over budget. This is mostly due to plumbing issues. Insurance is \$121,000 over budget. Utilities is \$125,000 over budget. This is mostly due to water usage. It can be better by the end of the year.

Mr. Fehlig reported there were 7 resales in October with a median price of \$452,000. There were 100 resales YTD with a median price of \$430,000.

### PRESIDENT'S REPORT

None

### RECYCLE

Mr. Fehlig reported that Republic Services asked Rossmoor to label enclosures to help their drivers find the bins. If a sign is an A, it means 1 enclosure. The green dot is for organics cart. If a sign is a B, it means 2 enclosures and C means 3 enclosures. Republic will not add any additional composting carts until next year. The first time a resident gets a green pail, it will come with trash bags. Residents should consider using a recycle tote. There are recycling bins at MOD. Residents may call the work order desk if there is an overflow in the enclosures.

Ms. Bradner reported that Jim Warren is willing to take items to Martinez. He volunteers for Trash Talkers.

### EV CHARGING

Mr. Fehlig reported that if a car draws less than 8 AMPS, residents may charge in the carport when no one else is charging.

Abandoned cars and cars parking illegally will be checked by Mr. Fehlig.

### UNFINISHED BUSINESS

None

### NEW BUSINESS

None

### ANNOUNCEMENTS


Ms. El-Baroudi announced the following meetings:

Second Mutual Regular Monthly Meeting – Thursday, January 16, 2020  
10:00 a.m. Peacock Hall – Gateway Complex

GRF Regular Board Meeting – Thursday, December 5, 2019 at 9:00 a.m.  
Peacock Hall – Gateway complex

### ADJOURNMENT

Having no further business, Ms. El-Baroudi adjourned the meeting at 10:50 a.m.

  
\_\_\_\_\_  
Anne Paone, Assistant Secretary  
Second Walnut Creek Mutual

\*\*The Board of Directors met in executive session on September 19, 2019 at 11:00 a.m. in the small conference room in the Board office to discuss the following:

1. Member Matters: Request for Reimbursement - Denied; Alteration-more research; Consideration of Terminations

Having no further business, the executive session adjourned at 1:10 p.m.

\*\*The Board of Directors met in executive session on October 17, 2019 at 10:00 a.m. in MPR 1 at Gateway to discuss the following:

1. Member Matters: Various violations – no fines imposed; Carport violation-fine imposed; Occupancy-no fine imposed; Termination proceedings to begin

Having no further business, the executive session adjourned at 11:05 a.m.