

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, SEPTEMBER 8, 2022 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 10:00 a.m. on Thursday, September 8, 2022 via Zoom and Peacock Hall.

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

Absent: Brendan Schmidt, Secretary

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

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting: August 18, 2022
Executive Session Meeting: August 18, 2022
Ms. Bradner moved to approve the consent calendar as presented. Mr. Stotter seconded and the motion carried 3-1. (Shlevin)

A voice vote was taken. Dunning-y, Stotter-y, Bradner-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 entry 1 and Stanley Dollar entry 3 and 4.
2. Roofing Program
 - State Roofing Systems has started eight roofs August 22nd and tentatively scheduled to finish October 21st.
3. Bridge and stair Replacements
 - 1325 Running Springs is being scheduled for replacement in October.
5. Deck Coating
 - Scheduling as required in P.M. area and as needed.
6. Appliance Replacements

- Appliance replacements for August totaled \$ \$65,568.
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 on getting an accurate count and is 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.

LANDSCAPE

Mr. Donner reported for John Tawaststjerna. John Tawaststjerna is working with the landscape committee. There are no plant replacements being done because of the drought. They are trying to keep plants alive.

TREASURER'S REPORT – Joel Lesser/Liz Bradner

Mr. Donner reported that the first draft of the budget was presented. They went over every line item. It is too early to know final amounts. The coupon increase is sitting at \$73.30, but they do not have the GRF numbers yet. Mr. Dunning announced there will be two more budget meetings.

Mr. Lesser reported the July 31st ending balance in the operating fund was \$1,755.797 and the ending balance in the reserve fund was \$6,283.717.

Ms. Bradner reported there were 3 resales in July for a median price of \$500,00. There were 19 resales in August for a median price of \$520,000.

Mr. Dunning stated that the liaison to a committee can approve reimbursements.

Ms. Shlevin moved that all committees be given an annual budget of \$500 for incidental expenses. Mr. Stotter seconded and the motion carried without dissent. 4-0.

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

COMMITTEE REPORTS

Landscape – Marilyn Schuyler

Hank Fabian gave a brief report and Mr. Stotter advised the members that they can request plant replacement be emailing plantreplacement@rossmoor.com

Trash – Kathleen Epperson, Chair

Mr. Stotter acknowledged the committee volunteers. He thanked Kathleen Epperson for all of her hard work.

Water – Therese Welter and Ann Stanwood, Co-Chairs

Ms. Welter gave the following report:

The August EBMUD YTD Usage and Billing Report was provided to the Board. Last month's report was the first one that we provided that showed usage and billing year to date (YTD) between July 2020 and YTD July 2022 and compared those two years. We did that so that the SWCM could see that we have had significant changes in usages and billing during the same months. A 10% to 20% difference could be attributed to unusual weather but not a difference of 70% (see attached water bills for Meter 205688. The Water Conservation Committee has now started examining the billing and usage by meter, by month and identifying anything that looks out of order to report to MOD for investigation. I don't know what reports are available to MOD from the meters themselves, regarding usage or if they are examined and compared to determine if there is an unreported problem on a regular basis, more in real time.

For this month, I am keeping the 2020 information available, however, I am comparing the usage and billing between 2021 and 2022 so that we will have a tool to use for budget purposes while still providing information on 2020 for reference. It is still very easy to see which meters are showing major differences in usage, fortunately, right now, it appears that the usage and costs are currently reduced, however this only shows one full month of the 4% increase in water costs and the 8% drought surcharge and also shows two meters (205688 and 205697) that had huge leaks in 2021 so that their comparisons to 2022 are not actual intentional usage reductions.

Any comments would be appreciated as to preference in comparisons.

In the meantime, on another front, we are creating a Rossmoor News article to educate residents with step-by-step instructions on how to report an outdoor leak explaining that residents are often the first source of awareness. More to follow.

Solar – Dan Davis

No report.

EPIC

Marv Ryken reported that Shan Boggs resigned due to health problems. They are doing infrastructure visual inspections. They are also looking at laundry rooms-washer and dryers. There are 121 washers, 108 dryers, and 52 laundry rooms. They are looking at ways to replace using quarters with credit cards. WASH will provide a proposal for EPIC.

DRC

Mr. Dunning reported that there was no activity.

Finance Report

Michelle Colucci reported that they are looking at the budget. They have discussed delinquencies. They are suggesting the Mutual not stay on calendar quarters. Mr. Donner reported that MOD is looking into this, switching from calendar year and have the insurance policy run from June to June, as an example.

PRESIDENT'S REPORT

Mr. Dunning reported the will be out-of-town on September 12 through September 26. Mr. Stotter will be the acting president. The next two budget meetings will be held on September 22 and September 27.

UNFINISHED BUSINESS

- a. Distribution of Ballots – September 12, 2022
- b. Deadline for Return of Ballots – October 12, 2022

- c. Tabulation of Ballots – October 13, 2022
- d. Meet the Candidates Forum

Mr. Dunning discussed how to do it.

Mr. Dunning moved to create a Meet the Candidates Forum to be hosted by the Mutual at a facility with light refreshments available. Ms. Bradner seconded and the motion carried 3-1.

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

NEW BUSINESS

- a. 2023 Budget Workshop Schedules – already announced.
- b. Signing Authority – Documents to be Signed by Any 2 Officers
Mr. Dunning moved that the President be the primary signer, the Vice President should sign in lieu of the President. Then any of the following: Secretary, Treasurer, or the Assistant Secretary. Ms. Bradner seconded and the motion carried 3-1.

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

RESIDENTS' FORUM

Resident commented that she received a statement that she was late on some payments. She wondered why she wasn't informed earlier. Mt. Dunning said he would talk to accounting for her.

Resident would like more transparency.

Resident would like the resident forum to take place after the budget is discussed.

Resident commented on mulching. He was advised that the area he mentioned belongs to GRF and not the Mutual. It was the golf course area.

Resident asked if all members are able to get budget information.

Resident reported that the Mutual is responsible for damage to irrigation, so why, if someone else damages it, do the residents pay on their coupon? Mr. Donner advised him that there is nothing on the coupon for irrigation damage. Residents do not pay for this on their coupon.

Resident had questions about how the Meet the Candidates Forum would be set up.

ANNOUNCEMENTS

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

ADJOURNMENT

Having no further business, the Board adjourned the meeting at 11:43 a.m.



Anne Paone, Assistant Secretary
Second Walnut Creek Mutual

**The Board of Directors met in executive session on August 18, 2022 at 12:20 p.m. in the Board Room at Gateway to discuss the following:

Member Matters – No fines imposed

Having no further business, the executive session adjourned at 1:05 p.m.