

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, NOVEMBER 16, 2017 AT 9:00 A.M. PEACOCK HALL – GATEWAY COMPLEX

President Sanford Skaggs called to order the regular meeting of the Board of Directors of Second Walnut Creek Mutual at 9:00 a.m. on Thursday, November 16, 2017 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: Present: Sanford Skaggs, President
Barbara El-Baroudi, Vice President
Frank Mansfield, Vice President
Mark Fehlig, Treasurer
Michael Stotter, Secretary

Absent: None

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Rick Chakoff, Chief operating Officer; and Anne Paone, Administrative Secretary.

There were 9 residents in attendance.

The consent calendar consisted of:

- a. Ms. El-Baroudi moved to approve the Regular Meeting Minutes – September 21, 2017 and the Executives Session Minutes – September 21, 2017, as presented. Mr. Stotter seconded and the motion carried without dissent.
- b. Ms. El-Baroudi moved to ratify execution of agreements with City National Bank, dated October 31, 2017. Mr. Stotter seconded and the motion carried without dissent.
- c. Ms. El-Baroudi moved to ratify execution of contract with Terra Landscape for turf replacement in the amount of \$35,400. Mr. Stotter seconded and the motion carried without dissent.

RESIDENTS' FORUM

A resident asked what to do with plastic bags for recycling. Mr. Fehlig said she should place the bags in a clear plastic bag and then recycle. Republic Services is planning to provide more information to clarify recycling.

LANDSCAPING REPORT – Rebecca Pollon, Landscape Manager

In Ms. Pollon's absence, Mr. Donner reported. Clocks are off because it's raining. We

are no longer irrigating. Regular maintenance is taking place. Crew is working on leaf clean-up and clearing drains. Some tree removals will happen at the end-of-the-year.

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

In Mr. Marlatte's absence, Mr. Donner reported the same routine maintenance is taking place. The focus is on gutter cleaning. Work will slow down due to rain.

TREASURER'S REPORT – Rick Chakoff

Mr. Chakoff reported the operating fund for October was \$50,000 over budget. This was due to building maintenance and utilities. The shared deductibles for the TWCM fire and the foundation issues with the Mutual 68 buildings have not been billed yet. There is a surplus in landscape for some rehab and tree maintenance.

Mr. Fehlig reported there were 10 resales in October for a median price of \$367,000. YTD, there were 101 resales for a median price of \$365,000.

PRESIDENT'S REPORT

Mr. Skaggs reported that the 1200 Canyonwood building is shifting. It is not serious enough for residents to move out. MOD is working with consultants. The contractor has drilled monitoring wells. In December, the consultants are expected to report and provide recommendations. Mutual representatives will meet with the contractor to develop a plan based on the reports. After the building is stabilized, crews will repair any interior damage. The Mutual's reserve account should be sufficient to cover this. A car hit the concrete pillars of the G-11 building at 1537 Canyonwood. Plans have been submitted to the city and should be approved shortly. After a contractor is selected, repairs will begin. The cost of this work will be advanced by the Mutual's insurer, which then will seek to recover from the driver and her insurance company. The policy includes a deductible and the Mutual's share will be approximately \$29,000, which may be recovered from the driver and/or her insurance company.

RECYCLE

Mr. Fehlig reported that they have successfully completed the Canyonwood and Singingwood recycling roll-out. Right-sizing has improved the ratio of recycle items to trash items. Mr. Fehlig hopes the Mutual can save about \$10,000 for each street per year.

It is working well on these two streets.

They are also working with Sustainable Rossmoor and Republic Services. They will start on Tice Creek next. Recycling services the bins twice weekly. Organic recycling will start after the first of the year. Some organic material would be wet waste such as chicken bones, etc.

Mr. Skaggs stated that the law requires local jurisdictions to reduce the flow that goes into landfills. The Mutual is deliberately starting slowly and methodically. He thanked Mr. Fehlig for his work.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mr. Skaggs discussed golf ports located at the end of the G-11 buildings. There are many complaints about improper storage in golf ports, partially because renters are unclear about the rules. Additionally, despite the GRF rule, many golf carts are not registered which makes it difficult to identify the owner if the cart causes damage or is improperly parked. In order to address these issues, the Mutual proposes to cancel existing rental agreements at the end-of-the –year and to require the ports to be cleaned out and to provide new contracts that will expressly state what can be stored in golf ports. To renew, the renter will have to clean the port, sign the new contract and register their golf cart. It is proposed to maintain the current rent for SWCM residents and to increase the rent for non-residents from \$20 to \$30 per month.

Mr. Mansfield moved to cancel the current golf port contracts and offer a new contract with the rental increase and express terms regarding use of the golf ports. Mr. Fehlig seconded and the motion carried without dissent.

The Board discussed changing the meeting time of the Board meetings.

Mr. Mansfield moved to accept the schedule of Board meetings and to change the time from 9:00 a.m. to 10:00 a.m. Mr. Stotter seconded and the motion carried without dissent.

ANNOUNCEMENTS

Mr. Skaggs announced the following meetings:

Second Mutual Regular Monthly Meeting – Thursday, January 18, 2018
10:00 a.m. Peacock Hall – Gateway Complex

GRF Regular Board Meeting – Thursday, December 7, 2017 at 9:00 a.m.
Peacock Hall – Gateway complex

ADJOURNMENT

Having no further business, Mr. Skaggs adjourned the meeting at 9:35 a.m.

/s/ _____
Anne Paone, Assistant Secretary
Second Walnut Creek Mutual

**The Board of Directors met in executive session on September 21, 2017 following the adjournment of the open Board meeting to discuss the following:

1. Member Matters – violations, outstanding balances
Fines imposed and one matter continued to November

Having no further business, the executive session adjourned at 10:40 a.m.