

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, JULY 18, 2019 AT 10:00 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 10:00 a.m. on Thursday, July 18, 2019 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: Present: Sanford Skaggs, President
Michael Stotter, Secretary
Mark Fehlig, Treasurer

Absent: Frank Mansfield, Vice President
Barbara El-Baroudi, Vice President

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 17 residents in attendance.

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – June 20, 2019
Executive Session Minutes – June 20, 2019
Executive Session Minutes – June 24, 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. Residents asked about leasing manors, various landscaping issues and garbage enclosures smelling.

LANDSCAPING REPORT – Paul Donner/Michael Stotter

Mr. Stotter read the following report from Rebecca:

SUMMER LANDSCAPE REPORT

MOD CREW The crew is working on removing bender board that has become a trip hazard and also making updates to the irrigation system.

There are some areas of juniper that the fire department is requiring that we remove. As soon as we are done with the first round of bender

board/irrigation we will make those projects a priority. The fire department has given us an extension so long as we show that we are making an effort.

LANDSCAPE REHAB ITEMS

Remaining budget is approximately \$180,000

Canyonwood 5 and Ptarmigan 4 rehab; Michael and I met with residents of Canyonwood 5 on April 24th. I have met with both contractors for bids and we expect to have them for discussion in time for our July work session.

Update; One but not both bids have come back, the price for the first estimate is approximately \$30,000. We will discuss in greater depth once both bids are in.

After Canyonwood 5 work has been complete Ptarmigan 4 is next on the list for rehabs. We should aim to renovate Ptarmigan 4 this calendar year in order to keep up with our rehab schedule.

Some smaller rehab items have been completed in the last month. These rehabs are

- Repair of a retaining wall at 1100 Ptarmigan-\$4,190
- Tice Creek 7-repair of the landscape where a large tree was removed \$7,895
- 1101 Singingwood-repair of the landscape where a large tree was also removed -\$3,220

TREE REPORT

Remaining Budget Approximately \$48,628

All building clearance in the mutual is complete.

Pending projects; Final phase of diseased pine removal from the top of the hill at Running Springs, ~\$20,000

Only one tree removal permit is pending for 1332 Running Springs Rd for a dying Cedar tree.

IRRIGATION REPORT

Remaining Budget \$27,000

There are 11 irrigation controllers left that are older than 10 years old and should be replaced. To replace all 11 would cost ~\$27,500 so we should wait until the end of the year and see what budget funds are remaining and replace as many as possible.

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 7; Roofing Program-Nine buildings underway; 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 June was \$21,662.00;

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 underway; Paving and Seal Coat – Done for 2019; 1200 Canyonwood Ct.-Building movement – Ned Clyde Construction starting in August; 1333 Running Springs Rd – Column replacement work is completed.

TREASURER'S REPORT – Rick Chakoff

Mr. Chakoff reported the Mutual operating fund for YTD June has a \$16,000 deficit to budget. Building Maintenance is \$74,000 over budget. \$20,000 is for seasonal work such as gutter cleaning. Landscape is \$49,000 favorable to budget. Insurance is \$81,000 over budget and will be for the rest of the year. Utilities is \$115,000 under budget, mostly due to water. The budget looks fine.

Mr. Fehlig reported there were 12 resales in June with a median price of \$440,000. There were 59 resales YTD with a median price of \$425,000.

PRESIDENT'S REPORT

No report.

RECYCLE

Mr. Fehlig reported the Mutual has totally right-sized the trash enclosures and some organics. About half of the landfill is recycling. The biggest challenge is sorting items into correct bins.

EV CHARGING

Mr. Fehlig reported that currently there are eight people charging their cars. The vehicle must not pull more than 8 amps. Neighbors must share.

UNFINISHED BUSINESS

Adoption of change to policy 6.6.2: Mr. Skaggs reported that the current policy requires insurance. The Mutual can no longer require insurance, per Davis-Stirling. Therefore, this will be removed from the policy. This is in reference to vehicle charging in carports and using the Mutual's electricity.

Mr. Fehlig moved to adopt the change in the policy, which is to no longer require insurance. Mr. Stotter seconded and the motion carried without dissent.

NEW BUSINESS

Towne Park Restoration: Consideration to prohibit them from doing work in SWCM. Mr. Skaggs reported that they have a long history of violating the rules when working in the Mutual.

RESOLUTION

Whereas Town Park Restoration Inc. has completed many projects in the greater Rossmoor community,

Whereas, there have been numerous violations of the working rules about which Town Park has been warned verbally and in writing,

Whereas, Town Park recently completed a project in SWCM during which it often violated working rules,

Whereas Town Park promised on many occasions to mend its ways, but failed to perform,

Now, therefore, BE IT RESOLVED by the Board of Directors of Second Walnut Creek Mutual,

From this day forward, Town Park shall not be permitted to perform work on buildings owned by SWCM.

MOD Alterations Department is directed not to knowingly accept any application for alterations to be performed by Town Park.

The SWCM Design Committee is directed to deny applications for alterations to be performed by Town Park.

Mr. Stotter moved to adopt the resolution prohibiting Town Park Restoration, Inc. from working in SWCM. Mr. Fehlig seconded and the motion carried without dissent.

Appointment of Inspector of Election: Mr. Skaggs reported that there are two positions open to serve on the Board. Mr. Skaggs and Ms. El-Baroudi will run again.

Mr. Fehlig moved to appoint Anne Paone as the inspector of Elections. Mr. Stotter seconded and the motion carried without dissent.

ANNOUNCEMENTS

Mr. Skaggs announced the following meetings:

Second Mutual Regular Monthly Meeting – Thursday, August 15, 2019
10:00 a.m. Peacock Hall – Gateway Complex

GRF Regular Board Meeting – Thursday, July 25, 2019 at 9:00 a.m.
Peacock Hall – Gateway complex

ADJOURNMENT

Having no further business, Mr. Skaggs adjourned the meeting at 11:05 a.m.



Anne Paone, Assistant Secretary
Second Walnut Creek Mutual

**The Board of Directors met in executive session on June 20, 2019 at 11:00 a.m. in the small conference room in the Board office to discuss the following:

1. Member Matters: Storage Cabinets, Expired vehicle tags, and EV Charging

Having no further business, the executive session adjourned at 12:05 p.m.

**The Board of Directors met in executive session on June 24, 2019 at 12:00 p.m. in the small conference room in the Board office to discuss the following:

1. Member Matters: Occupancy-imposed fines-will terminate membership

Having no further business, the executive session adjourned at 12:23 p.m.