

# WALNUT CREEK MUTUAL THIRTY-NINE

## REGULAR MEETING MINUTES OF THE BOARD WEDNESDAY, AUGUST 3<sup>rd</sup>, 2022, at 2:00PM ZOOM MEETING

### Call to Order

Claire Wolfe called the meeting to order at 2:02 p.m.

### Roll Call

**Directors Present:** Claire Wolfe, President  
Victoria Haket, Vice President  
Bill Claussen, Treasurer  
Mike Dwyer, Secretary  
*Vacant, Director at Large*

**Also Present:** Paul Donner, Mutual Operations Director; Clayton Clark, Building Maintenance Manager; Joel Lesser, Chief Financial Officer; John Tawaststjerna, Landscape Manager, and Lucy Limon, Board Services Coordinator.

### Approval of Minutes

1. Regular Meeting held on February 15<sup>th</sup>, 2022
2. Special Meeting held on April 6<sup>th</sup>, 2022

A motion was made to approve the aforementioned meeting minutes.

**Moved, Seconded, Carried 4-0**

### Residents' Forum

A Resident's Forum was held for comments and questions from the membership. Comments included painting and insurance premiums.

### Committee Reports

#### **1. Landscape Committee: Pam Dieckman**

Pam Dickman gave the following report:

The landscape committee continues to walk and mark (pink tape) plants that are dying, stressed, and or neglected for removal by Terra landscape as part of their maintenance budget. Most of these are, Sunset Golds. No new shrubs will be planted as our landscape goal is to reduce the costly need of irrigation.

Starting September 12-23 (our free in-house labor days) junipers removal will begin. This same crew will be removing the grass at the end of Entry 8 as part of the rehab of this area.

This rehab will include using decomposed granite as a base for a walking and seating area. Eddy Ibarra, Rossmoor's landscape Field Supervisor is working on a sketch for

# WALNUT CREEK MUTUAL THIRTY-NINE

residents to view. Rock and boulders will be added to create natural and waterless features. New plants will be added in the Fall, Oct. 26-28.

Our goal is to create an open safe meeting and seating area for all the residents of our Mutual.

Changing to an attractive drought tolerant landscape will be an ongoing process. We all know change can be disruptive. I am hopeful the results will not only save us \$\$ but be pleasing to look at as well.

Happy Summer.

John Tawaststjerna gave the following report:

## MOD Days

- 9/12 - 9/23 (10 total days)
  - o Irrigation work
    - System checks
    - System repairs
    - System upgrades
- 10/26-10/28 (3 total days)
  - o Plant replacements
    - Please submit all plant replacement requests by October 1st
    - Email [plantreplacement@rossmoor.com](mailto:plantreplacement@rossmoor.com)
    - Alternatively, please use the form link below for requests
      - <https://forms.gle/XsmbyaCMRiVxoB877>
  - o Any additional rehabs can also be completed at this time
    - If board wishes to walk the area before MOD days, please schedule with John Tawaststjerna

## 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

## **2. Governing Documents Committee: John Rice**

No report was given.

## **3. Budget and Finance Committee: Bill Claussen**

Bill Claussen reported that MOD accounting has finally caught up after months of not being adequately staffed. Karen and Bill are working with MOD to straighten out all everything that was left pending. To date all Mutual finances are up to date and in-line.

- a. A motion was made to certify that the Mutual is in compliance with Civil Code §5500 for review of the financial reports for July 31<sup>st</sup>, 2022.

**Moved, Seconded, Carried 4-0**

# WALNUT CREEK MUTUAL THIRTY-NINE

#### 4. **Communications Committee: Mike Dwyer**

No report was given.

#### 5. **Recycling Committee: Victoria Haket**

Victoria Haket gave the following report:

Dear Neighbor,

Welcome to the neighborhood! My name is Victoria Haket, your Mutual 39 recycling committee chair. We want you to have a positive experience when you recycle and compost, so we're providing a few items to help you get started. We hope you find the attached materials, recycling tote, compost pail, and Rossmoor phone book useful.

There are several good reasons why we take recycling and composting seriously here in Rossmoor. First is to reduce our carbon footprint, creating a better living environment. Second, Mutual 39 wants to minimize increases to residents' monthly dues by avoiding penalty charges from our trash company. In addition, composting became mandatory as of 1/1/2022 (California State Law 1383).

Rossmoor's recycling protocol is different from the rest of Contra Costa County. Republic Services, the company that picks up our trash, can assess extra charges when our refuse is sorted improperly or when we use our trash area inappropriately, such as overflowing bins and leaving materials outside of the bins. We've attached a few flyers for your reference and highly encourage you to refer to pages 19-27 of the Rossmoor phonebook.

After you get settled, please let me know if you have any questions. We also have volunteers living in our Mutual that are more than happy to help you. If you could please provide your email address or alternative contact information so I can make sure that you receive our quarterly *trash talk newsletter*.

#### 6. **Building Maintenance/Alterations Committee: Jennifer Mu**

Clayton Clark gave the following report:

Carpentry:

1. Carpentry: Finishing up 2616 Saklan and working on 2620 Saklan and should be completed mid-August, then going to 867 TCal. Should be completed by Mid Sept. Under budget projection: \$25K.
2. Signage for 2711 Saklan Indian being processed.

Painting: Spectrum bid received and under review. At budget projection.

Deck Coating: will be done by Mid-September by Perfect Painting. Under budget projection: \$5k.

## WALNUT CREEK MUTUAL THIRTY-NINE

Lighting: Budget \$30k

1. Entry 8 & 9 lighting costs: \$15,950
2. Entry stairs entry 8 to Entry 12: \$2650
3. Entry 12 Lights: \$19200.
  - a. Options:
    - i. Do items 1 and 2. Underbudget \$11,400
    - ii. Do items 1, 2 and 3: Overbudget: \$7800
    - iii. Do Items 1 and 2, and some of entry 12 to meet budget.

Water break in front of 2654: Found to be an irrigation leak. Funding will come from maint water supply (Budget \$15K). Repaired by 5 Star and waiting on putback price.

Slide above 2654 Saklan: Planned to plug and grade area on August 15<sup>th</sup>. Cost of \$6800 coming out of \$20K drainage budget.

### **Presidents Report**

President Wolfe gave the following report:

THANK YOU TO ALL THE COMMITTEE MEMBERS FOR THEIR HARD WORK AND THESE REPORTS REFLECT HOW WELL OUR MUTUAL IS BEING RUN.

AS YOU MAY HAVE SEEN IN THE ROSSMOOR NEWS, TIM O' KEEFE HAS RESIGNED AS CEO OF THE GOLDEN RAIN FOUNDATION. TIM AND I HAVE ENJOYED A GOOD WORKING RELATIONSHIP OVER THE YEARS AND I PERSONALLY WILL MISS HIM. HE HAS DONE AN OUTSTANDING JOB, PARTICULARLY DURING THE PANDEMIC WHEN MANY DIFFICULT AND SOMETIMES UNPOPULAR DECISIONS HAD TO BE MADE. THERE IS A SEARCH COMMITTEE AND AN EXECUTIVE SEARCH COMPANY WILL DO THE LEG WORK OF FINDING CANDIDATES. HOPEFULLY, A NEW CEO CAN BE IN PLACE BEFORE TIM LEAVES IN NOVEMBER.

I HAVE BEEN ON THE COMMITTEE OF MUTUAL PRESIDENTS WORKING ON THE RENEWAL OF THE MOD AGREEMENT. IT HAS BEEN CHALLENGING BUT AFTER MANY MONTHS, I BELIEVE WE HAVE A CONTRACT THAT IS AGREEABLE TO THE MUTUALS WHO NEED TO ACCEPT THIS.

WE HAVE ALREADY BEEN GIVEN A HEADS UP FROM OUR INSURERS THAT THERE WILL BE AS MUCH AS A 55% INCREASE IN OUR INSURANCE PREMIUM. IN ADDITION, WE ARE ALREADY SUPPOSED TO BE MAKING SEVERE CUTS IN OUR WATER CONSUMPTION OR FACE FINES. THERE ISN' T MUCH WE CAN DO ABOUT THE INSURANCE PREMOUMS BUT WE CAN DO OUR PART WITH INDIVIDUAL WATER CONSUMPTION. PLEASE DO WHAT YOU CAN. OUR WATER METERS ARE NOT INDIVIDUAL SO THIS IS A CHALLENGING ASK, BUT I KNOW WE CAN DO IT. WE ARE LOOKING FOR PEOPLE TO VOLUNTEER FOR THE ALTERATIONS COMMITTEE AND THE ARCHITECTURAL REVIEW. COMMITTEES. PLEASE THINK ABOUT JOINING ONE OF THESE COMMITTEES. IT IS HELPFUL IF YOU HAVE SOME BACKGROUND IN CONSGTRUTION, BUT THIS IS NOT REQUIRED AND YOU CAN LEARN ON THE JOB.

# WALNUT CREEK MUTUAL THIRTY-NINE

PLEASE CONTACT ME OR JOHN RICE.

THANKS AGAIN TO EACH OF YOU WHO MAKE MUTUAL 39 SUCH A SPECIAL PLACE!  
SEE YOU AROUND AS BENJIE AND I TAKE OUR WALKS.

## **New Business:**

1. Resignation of Jennifer Mu:  
A motion was made accept the resignation of Jennifer Mu.  
**Moved, Seconded, Carried 4-0**
2. Appointment of Karen McEligot to Board Vacancy  
A motion was made to appoint Karen McEligot to the Board of Directors.  
**Moved, Seconded, Carried 4-0**

## **Announcements**

The next Board Meeting is scheduled for Tuesday, November 15<sup>th</sup>, 2022, at 1pm, location TBD.

## **Adjournment to Executive Session**

President Wolfe adjourned the meeting at 2:44 p.m.

## **Executive Session Summary**

No meeting was held.

## **Secretary's Certificate**

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.

Lucy Limon

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**Assistant Secretary**  
**Mutual 39**