

WALNUT CREEK MUTUAL NO. FORTY

MEETING MINUTES OF THE BOARD
THURSDAY, OCTOBER 20th, 2022, AT 1:00PM
CLUBROOM – CREESIDE
1010 STANLEY DOLLAR DR – WALNUT CREEK, CA 94595

Call to Order

President Yearout called the meeting to order at 1:04 p.m.

Directors Present

Gery Yearout – President
Greg Gould – Vice President
Joe Tracy – Treasurer
Susie White – Secretary
Kathy Parish – Director

Staff Present

Clayton Clark, Building Maintenance Manager
John Tawaststjerna, Landscape Manager
Lucy Limon, Board Services Coordinator

Approval of Minutes

1. Regular Meeting held on September 22nd, 2022

Moved, Seconded, Carried 5-0

Members Forum

Members were afforded the opportunity to express their concerns and make comments.
No comments were made.

President's Report

A motion was made to rearrange the monthly Board agenda and place member's forum at the end.

Moved, Seconded, Carried 5-0

Treasurer's Report.

Joe Tracy gave the following report:

Operating Accounts:

	<u>40</u>	<u>41</u>
Total Revenue	\$67,045	\$45,122
Total expense	\$54,172	\$37,550
Revenue over Expense	\$12,873	\$7,572
Total Cash on Hand	\$333,644	\$238,173

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Total Reserve YTD	\$1,118,148	\$579,079
Reserve per Manor	\$9,808	\$8,043

Water: Project 40 \$14,769 over budget \$4,182
 Project 41 \$11,605 over budget \$3,275

1. Review of the Most Current Financial Statements:

Joe Tracy reported on the most current financial statements including total revenues, cash on hand, and current reserves as of August 31st, 2022.

A motion was made to certify compliance of Civil Code 5500 as of August 31st, 2022, by at least two Board Members.

Moved, Seconded, Carried 5-0

Committee Reports

1. **Finance/Audit Committee Report** – See Treasurer’s report.

2. **Landscape Committee Report** – Susie White gave the following report:

The committee was asked to determine the private garden boundaries of two sites, 641 Terra California #6 and 2607 Saklan Indian Drive #3. After review of the description of the two properties the committee determined the boundaries as follows:

641 Terra California #6: wrought iron fence in front, and railroad ties along the side to the edge of the home.

2607 Saklan Indian Drive #3: within the boundaries of the wrought iron fence.

White reviewed the tree trimming process which has been completed in Project 41 and is still ongoing in Project 40. Kathy Parish contacted White to tell her that the tree trimming in Project 41 was excellent.

Shari Carroll discussed progress on the grass reclamation in Project 41 between Entries 6 and 8. The grass has been removed below the sidewalk and replaced with mulch. An olive tree has been planted. Carroll reiterated that residents had hoped for a larger tree. When asked about the bushes along the Entry 6 parking area, White explained that will occur next year to ensure all planting is similar. John Tawaststjerna has applied to EBMUD for a grant to help cover the watering system which will be installed and is selecting appropriate drought tolerant and native plants for the area.

White asked for comments from the guests which included concerns listed below:

- Many residents asked about plant replacement and White assured them that plant replacement will occur sometime after November.
- Sally Stock expressed concern about the removal of grass and ivy in anticipation of installing the new watering system and new plants for water reclamation. White

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explained that we cannot control when Terra Landscaping will begin work on a project since they have contracts with many mutuals. New plants will be installed at the appropriate time this fall. Stock will review the landscape site on the Rossmoor website to see which plants would be appropriate and get back to White.

- The residents at 673 and 681 Terra California expressed concern about the tree roots left after coring the stump of the tree which has been removed. A replacement tree has been ordered.
- Shari Carroll remarked that the rock border applied where grass has been removed for the water reclamation project has not been completed.
- Marie Murphy expressed concern about tree branches over her house. White explained that the tree work has not yet been completed and she will look into it.

Shari Carroll informed the committee that PG&E will be installing the new transformer in Saklan Indian Dr. Entry 8 so the plant replacement can go forward afterwards.

A motion was made to name the park below Saklan Indian Dr. entries 6 and 8 above Terra Granada entry 9 **Yearout Park**.

Moved, Seconded, Carried 5-0

- 3. Governing Documents Committee Report** – Gery Yearout: No report was given.
- 4. Building Maintenance Committee Report** – Joe Tracy reported that all deck inspections in compliance to SB 326 have been completed.
- 5. Alterations Committee Report** – Greg Gould: No report was given.
- 6. Emergency Preparedness Committee** – Kathy Parish gave the following report:

The Committee did not have a meeting in September. The Entry Coordinators were busy putting together GO BAG meetings and socials for their Entries. Saklan Indian Entries 6,8, and 10 and Terra California Entries 10 and 12 have had well attended events. Terra California Entry 14 is having a gathering this afternoon and Terra California Entry 9 will have theirs tomorrow. Many, many thanks to Nancy Herney, a Mutual 40 resident and Rossmoor EPO member for volunteering her time and expertise and her GO BAG to this effort.

Our next meeting will be Thursday, October 27th at 4:00 in the Bunker Room at Creekside. I will be recommending that the Entry Coordinators include the Mutual 40 opt In/ opt Out email permission forms in their welcome packets for new neighbors. This will enable the Board to update this list in a timely way.

The agenda will also include an evaluation of these past 8 months and our plans and goals for next year. All are welcome to attend.

- 7. Recycling and Green Committee Report** – Stan Wells presented the following report:

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While several recycle violations were reported during the past month, each were handled by the committee and our observers successfully. Residents that were involved were informed of the correct recycle procedure were grateful to have a better understanding of the program. I am confident that substantial progress is being made in enlightened Mutual 40 residents regarding proper recycling procedures.

A news flyer with instructions for correct compost recycling was developed and distributed by observers to all Mutual 40 residents.

Based on discussions at the September Board meeting arrangements have been made for all compost containers to be cleaned and sanitized by a vendor named "Nice Cans". This is scheduled to occur on October 24th, at a cost of \$375. I respectfully request a motion by the board for approval of this expenditure.

A motion was made to approve the recommendation of the Recycling and Green Committee to approve Nice Cans expenditure.

Moved, Seconded, Carried 5-0

Two issues remain that are hampering our efforts to gain full control of our program.

The first issue is the unreliable serves by Republic our trash pickup vendor. We are often faced with compost face with compost waste left in containers for two weeks, creating an unpleasant odor. Lisa Lankford of MOD is working to resolve this problem for us.

Secondly, we are having difficulty getting copies of Republics monthly invoices that enable us to track charges and expenses. The last invoices we have received are for July charges. These invoices help us to pinpoint specific issues that affect our overall costs.

I am pleased to report that the recycle and green committee chairman has been invited to attend and address a meeting of the Terra California entry 14 residents later today. I have been asked to comment and answer questions about our recycle program.

8. AD HOC Water Committee Report: No report was given.

Old Business

New Business

1. Water Treatment Plant Site #5 at the Maintenance Yard Location:
A motion was made to mail a letter to the GRF Board to allow the water maintenance site to be in site #5, which is located in M40.
Moved, Seconded, Carried 5-0
2. Moving Policies from TWCM to Mutual 40: TWCM policies will be published on the M40 website.
3. Combining Alterations and Building Maintenance Committees: This matter was tabled.

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4. Update the Matrix: All committees that have made changes to the matrix were reminded to let the governing documents committee know.
5. Combining Project 40 and 41 Finances: This matter is ongoing and will require input from MOD accounting and M40's legal counsel.
6. Delay in handling overaged receivables owed by residents: Joe Tracy will be in contact with Florenda A. on this matter.
7. Mutual Email List: Only the Mutual President and Board Coordinator may use the email list for email distributions.

Announcements

The next scheduled meeting will be Thursday, November 17th, 2022, at 1:00 p.m., in the Clubroom at Creekside.

Adjournment

There being no further business, the Regular Meeting of the Board was adjourned at 3:11 pm.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Board of Directors Meeting.

Lucy Limon

Assistant Secretary

Walnut Creek Mutual No. Forty