



Walnut Creek Mutual Forty

MEETING MINUTES OF THE BOARD
THURSDAY, SEPTEMBER 26, 2024, AT 1:00 PM
FAIRWAY ROOM – CREEKSIDE COMPLEX
1010 STANLEY DOLLAR DRIVE, WALNUT CREEK, CA 94595

Call to Order

President White called the meeting to order at 1:05 p.m.

Directors Present

Susie White – President
Greg Gould – Vice President
Pam Jester -Treasurer
Nancy Herney – Secretary
Kathy Parish – Director

Staff Present

Charice Jimenez, Interim Board Services Coordinator

Approval of Minutes

1. Special Board Meeting Minutes of August 6, 2024
2. Regular Board Meeting Minutes of August 22, 2024
3. Executive Board Meeting Minutes of August 22, 2024
4. Special Board Meeting Minutes of August 27, 2024

Ms. Parish made a motion and Ms. Jester seconded, to approve the minutes of the aforementioned Board Meetings. **Approved 5-0.**

President's Report

Ms. Herney attended the President's Forum for Ms. White on September 23, 2024 and reported the following:

Jeff Matheson and Todd Arterburn reviewed a draft of the GRF Operating Budget. The numbers presented are not final but are a good working assumption for the Mutual Budgets. The GRF 5.86% increase is consistent with the increase that is in our proposed 2025 budget. Also reviewed the MOD draft operating budget by department, both budgets are built on the current level of service.

Treasurer's Report.

Ms. Jester reported the following:

The operating fund is currently \$286,666 and our reserve fund is \$1.88 M. We have \$1.21 M invested in U.S. Treasuries. Income is slightly above budget and expenses are slightly below.



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The Board has received and reviewed the monthly financial reports for July. Ms. Jester made a motion to certify compliance with Civil Code section 5500, Mr. Gould seconded. **Approved 5-0.**

Ms. Jester made a motion to reinvest the proceeds from a Treasury Bill maturing on September 29, 2024 into another Treasury Bill on terms that are most favorable to Mutual 40, Mr. Gould seconded the motion. **Approved 5-0.**

Finance Committee Report:

Nothing to report.

Committee Reports

Landscape Committee:

Ms. Parish reported the following

The meeting was held on September 4, 2024 and attended by committee members Susie Manners, Karyl Toms, Shari Carroll, Fred Kern, Marilyn Riegelhuth, Ted Bush, Lois Cain, Rod Williams, and Susie White. Guests were John T., Lori Miller-Klein, Les Klein, Geri Giusti, Sean Hallisey, Heather Huxley, and Nancy Herney.

John T. gave an interesting and detailed presentation about the complexity of the Mutual's irrigation system and there was a Q and A period. There was also a discussion about the need to reduce grass and plant more drought tolerant trees and shrubs to help with more efficient water use and management of our coupon.

EBMUD is raising their rates 8% for the coming year. There is also a monthly fee for the management of the data affecting how watering is scheduled. John has the ability to make immediate adjustments.

Our last MOD days for this year are September 23rd-27th. We will continue to reduce risk by removing several flammable trees near buildings, plant two areas where junipers and grass have been removed, along with other resident requests.

Kathy mentioned that the 2025 Landscape Budget has increased Operating Expenses and reduced the Reserve Budget to repair 3 drainage issues and remove grass and rehab the hill between Saklan Indian Entries 6 and 8. In 2025, there will be a continued effort to reduce risk and comply with the Firewise guidelines.

Several residents brought their concerns to the Committee. The first one was following-up a presentation last month. Residents at 2601 Saklan Indian had requested replacement of an existing fence, in poor condition, that provides "safety and privacy" to an area where junipers had been removed. There had been a great deal of research on materials and costs by the residents. The Committee members had all visited the location before today's meeting. A motion was made by Ted Bush, seconded by Fred Kern to spend a minimum of \$10,000 to replace the fence. After a discussion period a vote was called and the motion failed 10 to 0. Following more discussion, an amended motion was made to leave the current junipers and fence in place until the rotting fence had to be removed. This motion passed 10 to 0. An area across from the trash shed will be replanted.

Governing Documents Committee:

Ms. Herney reported the following:

The GDC met on September 9 to address changes to the Rules and Policies to reflect the new



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requirement for all HOA Board members to provide the following information:

- Full legal name
- Date Of Birth
- Current, as of the date of report, residential or business street address
- Unique identifying number from an acceptable identification document defined as:
 - A non-expired U.S. passport
 - A non-expired identification document issued by the state, local government, or Indian tribe
 - A non-expired driver's license issued by a state, or
 - If the individual lacks all of the forgoing documents a non-expired foreign passport
- Image of the document with that unique identifying number

Ms. Herney made a motion, seconded by Ms. White, to add the above requirement to Director Qualifications in our Voting and Election Policy. **Approved 5-0.** The proposed change will be distributed to residents for a 28 comment period.

Building Maintenance Committee:

Mr. Kern outlined 5 major work orders that will cost \$15,603 in order to repair sidewalks and a waterline leak. He made a motion, seconded by Ms. Parish to authorize the expenditure. **Approved 5-0.**

Managers' Report

None

Alteration/Architectural Review Committee:

Mr. Gould reported that there have been 10 Alterations Permits submitted in the past month.

Emergency Preparedness Committee:

Ms. Parish reported the following:

The Committee met and gathered materials for the assembly and distribution of the updated Emergency Contact Forms and general information. This should start being distributed by the end of the month. Pat Shanahan and Eileen Levin, from Entry 9, spent many hours helping and developing the new forms, and I thank them!

Kathy also told the Committee that she is resigning as Chair and Nancy Herney has agreed to be the new Chair.

Our next meeting will be September 26th at 4:00 in the Bunker Room.

Ms. Parish made a motion, seconded by Ms. White, to accept her resignation as Emergency Preparedness Chair and appoint Ms. Herney as the new Chair. **Approved 5-0.**



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Recycling and Green Committee:

Mr. Moe reported that the green cans have been replace throughout the Mutual. He cautioned it is especially important to properly wrap all green disposables before putting them in the can. This will prevent the flies form laying eggs that result in maggots. Should maggots appear, they can be eradicated using a vinegar spray or thoroughly rinsing the can with water.

Mr. Fountain will be co-chairing the Recycling and Green Committee.

Old Business

None

New Business

Fence and Plant replacement

Ms. Herney addressed some concerns from residents regarding the maintenance and replacement of fences and plants. She stressed that is the intention of the Landscape Committee and the Board to continue to work with MOD Landscaping and Building Maintenance to ensure that we are fully in compliance with our Mutual Rules and Policies and the FireWise and landscaping guidelines.

Member's Forum:

Landscape request for a gathering area in Entry 12, Terra California Dr.

Executive Session

The Board met in executive session to discuss member matters including landscape issues, member discipline, 2025 budgeting, collections and President's Forum issues.

Announcements

The next scheduled Board meeting will be on October 24, 2024 at 1:00 pm in the Board Room at the Gateway Complex.

Adjournment

With no further business, the meeting was adjourned at 1:53 p.m.

Nancy Herney

Secretary

Walnut Creek Mutual No. Forty