

MINUTES

SECOND WALNUT CREEK MUTUAL REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, JANUARY 17, 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, January 17, 2019 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

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

Absent: None

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; 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 – November 15, 2108
Executive Session Minutes – November 15, 2018
Executive Session Minutes – December 10, 2018

Ms. El-Baroudi moved to approve the Regular Meeting Minutes of November 15, 2018 and the Executive Session Minutes of November 15, 2018 and December 10, 2018, as presented. Mr. Mansfield seconded and the motion carried without dissent.

- b. Authorize Execution of Landscape Maintenance Contract – Terra Landscape

Ms. El-Baroudi moved to authorize the execution of the Landscape Maintenance Contract – Terra Landscape. Mr. Mansfield seconded and the motion carried without dissent.

- c. Ratify Execution of Unchanged Deductible Agreement Sharing

Ms. El-Baroudi moved to ratify the Execution of Unchanged Deductible Agreement Sharing. Mr. Mansfield seconded and the motion carried without dissent.

RESIDENTS' FORUM

The Resident Forum was held. Resident discussed hard-surface flooring. Mr. Skaggs reported that sometimes these matters are complicated by the Fair Housing Laws. Resident reported that work was being done in a Manor without permits.

Resident reported rats in her carport. They chewed her car wires. Mr. Donner advised the membership that a licensed exterminator has put out bait stations. They are being monitored. MOD might be able to provide "sticky traps" for the front wheels of her car. Resident complained that the laundry room has been trashed. Mr. Marlatte monitors the laundry rooms.

Resident reported shut off valves on some meters are being painted over. Mr. Fehlig stated that PG&E said they will come out to check the meters if they are asked. They would check all of Rossmoor's meters and rock the valves to be sure they open.

LANDSCAPING REPORT – Paul Donner

Mr. Donner reported the following:

2019 NEW YEAR LANDSCAPE REPORT

MOD CREW MOD crews are continuing with the plant replacement project and are expected to finish up in March. At that time they will move on to small project requests that have come in over the past year and then the third phase of the compost/mulch project which will include the entries on Tice Creek that were not completed in 2017 or 2018.

TREE ITEMS We have solicited quotes for the maintenance pruning of all SWCM districts. When we have those back, we will propose them for completion in the first half of the year. Later this year we also plan to complete the tree removal project of the rust infected pines on the hillside above Running Springs entry 10. We can then begin to replant the hillside for increased soil stability.

LANDSCAPE REHAB ITEMS Canyonwood 9/Ptarmigan 5 contracted rehab work is complete with the exception of a pathway and landscaping behind and on the side of the carport. That section of the project had to wait until the Eucalyptus tree was removed, which occurred on Monday 1/7. Furniture will be ordered and installed when it arrives in the new seating area.

IRRIGATION ITEMS Thanks to our aggressive controller replacement program we have fewer than 12 controllers remaining that need to be replaced. We can replace as many as budget allows as we approach the end of the year, and the rest we can replace in 2020 which will complete the project.

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; Roofing Program-Reviewing roofs for 2019; 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 December was \$0-no financials yet;

Roof and Gutter Cleaning-Please call the order desk for additional roofs or downspouts that need to be cleaned due to water pouring over doors and windows; Manor Lube-2019 manor lube program to start; Paving and Seal Coat – Preparing 2019 schedule and cost; 1200 Canyonwood Ct.-Building movement – Ned Clyde Construction preparing plans and obtaining permits; 1333 Running Springs Rd – Column replacement-finished by engineer and obtaining permit for repair.

TREASURER'S REPORT – Rick Chakoff

Mr. Donner reported December financials were not available. In December, the books are held open longer to get all invoices in and posted.

Mr. Fehlig reported that in December, there were 8 resales at a median price of \$377,500. YTD, there have been 125 resales with a median price of \$370,500.

PRESIDENT'S REPORT

President Skaggs reported that the Mutuals participate in the insurance policy, with the exception of Mutual 61, which is single-family homes and the Waterford. There is a \$100,000 deductible. The first \$10,000 is paid by the Mutual where the event happens. All the other Mutuals share the balance. The most SWCM would be responsible for if the event occurred here is slightly more than \$19,000.

Call or email the work order desk for maintenance problems. The Board prefers email at SWCM@rossmoor.com.

RECYCLE

Mr. Fehlig reported that December was not a good month for recycling. Republic missed a few weeks of picking up. They are putting in more recycling containers. The Mutual is getting better at recycling. Currently, Canyonwood, Singingwood and Running Springs have green compost carts. Everyone will have them later this year.

UNFINISHED BUSINESS

Ms. Paone, Inspector of Elections, reported the results of the Bylaws balloting. Six hundred and ninety-four ballots had to be returned to meet the quorum requirement. There were eight hundred and twenty-two ballots returned. Eighteen were invalid. Twenty-eight were *against* and seven hundred and seventy-six were *for* the approval of the proposed Bylaws. Therefore, the Bylaws were approved. They will be posted on the website once the secretary has signed the Certificate of Amendment.

NEW BUSINESS

Mr. Skaggs reported that Mutual Policy 6.6.2 addresses the use of electricity in carports. Mr. Fehlig stated that people plugging into the carport electricity is a concern. The Mutual will have an application available soon that will be available on line. The owner must arrange with MOD for replacement of the electric receptacle in the carport. The Mutual pays to replace the receptacle. The Mutual will limit car charging to 8 amps. "Trickle" chargers are not allowed. These are chargers of 12 volts that plug into the wall and a wire

goes under the hood. Electrical vehicle chargers and plug-ins are limited to the original equipment by the manufacturer.

The charges for electricity are as follows: Plug-in hybrids will be \$25 per month; full electrical vehicle charging will be \$50 per month. Three months must be paid upfront. The receptacle should be replaced and the owner must have \$1,000,000 additional insured on the owner's policy.

Mr. Stotter moved to approve the stated charges for electricity. Ms. El-Baroudi seconded and the motion carried without dissent.

Mr. Skaggs discussed the importance of golf carts being registered. He then asked for a motion.

Ms. El-Baroudi moved to authorize the posting of a proposed revision to Policy 7.0 to require registration with GRF of golf carts used, parked, or stored in SWCM. Mr. Stotter seconded and the motion carried without dissent.

Mr. Skaggs reported that the Board will consider the adoption of these changes after 30 days.

ANNOUNCEMENTS

Mr. Skaggs announced the following meetings:

Second Mutual Regular Monthly Meeting – Thursday, February 21, 2019
10:00 a.m. Peacock Hall – Gateway Complex

GRF Regular Board Meeting – Thursday, January 31, 2019 at 9:00 a.m.
Peacock Hall – Gateway complex

ADJOURNMENT

Having no further business, Mr. Skaggs adjourned the meeting at 11:38 a.m.



Anne Paone, Assistant Secretary
Second Walnut Creek Mutual

**The Board of Directors met in executive session on November 15, 2018 at 10:00 in the small conference room in the Board office to discuss the following:

1. Member Matters: delinquencies, storage, and neighbor issues

Having no further business, the executive session adjourned at 1:40 p.m.

**The Board of Directors met in executive session on December 10, 2018 at 2:30 p.m. in the small conference room in the Board office to discuss the following:

1. Member Matters: occupancy, alteration, and request for reimbursement

Having no further business, the executive session adjourned at 3:15 p.m.