

## MINUTES

SECOND WALNUT CREEK MUTUAL  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
THURSDAY, APRIL 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, April 18, 2019 in Peacock Hall, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

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

Absent: Frank Mansfield, 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 18 residents in attendance.

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – March 21, 2019  
Executive Session Minutes – March 21, 2019

*Mr. Stotter moved to approve the minutes as presented. Ms. El-Baroudi seconded and the motion carried without dissent.*

- b. Contract – Bach Construction in the amount of \$149,800

*Ms. El-Baroudi moved to ratify the approval of the Bach Construction contract for \$149,800 for restoration of 1333 Running Springs Rd. Mr. Fehlig seconded and the motion carried without dissent.*

### RESIDENTS' FORUM

The Resident Forum was held. Resident discussed carport cabinets. Other residents are in violation. Mr. Skaggs reported that the Board has been working on this for 3 years. They are trying to stay ahead of the rehab to have carports clear.

Resident stated that his issue of hard-surface flooring above him has been going on for 9 months. Mr. Skaggs reported that the Board is working on it. The resident now has a lawyer.

### LANDSCAPING REPORT – Paul Donner/Michael Stotter

Mr. Stotter read Ms. Pollon's report as follows:

## SPRING LANDSCAPE REPORT

**MOD CREW** The 2019 plant replacement project is complete. MOD crews are removing bender board and fixing issues mutual wide and will begin the compost mulching project in the coming weeks.

At that time they will move on the third phase of the compost/mulch project which will include the entries on Tice Creek that were not completed in 2017 or 2018. WE ARE USING A NEW MULCH that has a higher organic content and will eliminate the need for compost. The new product is also about half the cost of the old product but is not quite as rich in color.

### LANDSCAPE REHAB ITEMS

Canyonwood 9/Ptarmigan 5; the trees that failed due to standing water in the holes are being replaced. The surface material is also being corrected as it was laid too deep and was difficult to walk on.

Canyonwood 5 and Ptarmigan 4 rehab; Michael and I have secured a meeting date with Canyonwood residents for Wednesday, April 24th at 1pm. Notices have been distributed.

Other; Several projects that have been collected over the last year are scheduled to begin the first week of April. These projects include the following;

- 1325 Stanley Dollar-Lawn removal
- 1500 Canyonwood-Lawn removal
- 3224 Tice Creek-Lawn removal
- 1200 Canyonwood-Juniper and Thuga removal (fire hazard)
- 3136 Tice Creek-Planting on bare rear hillside
- 2424 Tice Creek-Lawn regrading and renovation where large tree was removed

Mr. Donner reported that MOD had the soil in the Mutual tested and have a scientific blend to match what minerals are needed. MOD sends out trees, leaves, etc. to a company that creates the compost for the Mutual to use. This will help us move away from using Round-Up.

### 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 final roofs for 2019; met with State Roofing; 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 March was \$41,216.00; 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

(Pass the Gate, not Pro Grass); Paving and Seal Coat – Silicon Valley Paving preparing scheduling; 1200 Canyonwood Ct.-Building movement – Ned Clyde Construction preparing

plans and obtaining permits; 1333 Running Springs Rd – Column replacement-to start May 6<sup>th</sup>.

Mr. Skaggs reported the Board just approved a paving contract. Work will be done on Entries 2, 4, 6, Fairlawn Ct., Entry E Tice Creek, Entry 9 Leisure Lane, and Entry 2 Singingwood.

#### TREASURER'S REPORT – Rick Chakoff

Mr. Chakoff reported that at the end of March, the operating fund is \$61,000 surplus to budget. Building Maintenance is over budget by \$74,000 and of that \$35,000 is seasonal. Insurance is \$30,000 over budget. Landscaping is \$40,000 favorable and Utilities is favorable by \$116,000, mostly due to less water usage.

Mr. Fehlig reported that in March, there were 11 resales at a median price of \$405,000. YTD, there have been 27 resales with a median price of \$405,000.

#### PRESIDENT'S REPORT

Paving was previously addressed in the meeting.

#### RECYCLE

Mr. Fehlig reported this is Earth Week. There was a full-page ad in the Rossmoor News by Republic Services. There will be 3 meetings. On April 22 in the Fireside Room at 10:00 and 1:00. Another meeting will be held on May 4<sup>th</sup> at 10:00 in the Diablo Room at Hillside. Residents can get a free food scraps pail. Starter compostable bags are included. Free blue recyclable totes are also being given out. Posters are stapled inside trash enclosures. The grey bin is for Landfill, blue bin is for Recycle, and green bin is for Organics. Food or plants that can decompose are considered organics.

#### EV CHARGING

Mr. Fehlig reported that the Mutual has a policy to charge vehicles in carports using electrical outlets. Low amperage is allowed so outlets can be used. (8 amps) Only one car can be charged at a time. GRF has put in 30 chargers that allow for higher amperage. Mr. Skaggs reported that the application for charging is online. You must be approved by the Board. If not approved, a first violation is a warning letter, second violation will be a fine of \$200 and a third violation will be a fine of \$500.

#### UNFINISHED BUSINESS

None

#### NEW BUSINESS

None

#### ANNOUNCEMENTS


Mr. Skaggs announced the following meetings:

Second Mutual Regular Monthly Meeting – Thursday, May 16, 2019  
10:00 a.m. Peacock Hall – Gateway Complex

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

ADJOURNMENT

Having no further business, Mr. Skaggs adjourned the meeting at 10:45 a.m.



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Anne Paone, Assistant Secretary  
Second Walnut Creek Mutual