

# MINUTES

## WALNUT CREEK MUTUAL EIGHT REGULAR MEETING OF THE BOARD OF DIRECTORS TUESDAY, JULY 19, 2011 AT 1:30 P.M. BOARD ROOM – GATEWAY COMPLEX

President Robert Viator convened a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL EIGHT at 1:30 p.m. on Tuesday, July 19, 2011 in the Board Room in Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

### ROLL CALL

Present:	Robert Viator	President	<u>Attendance</u>
	Mari Ventura	Vice President	
	Craig Miller	Treasurer	
	Robert Eisner	Secretary	
Excused:	Mary Jean Parton	Director	

Staff was represented by Paul Donner, Director of Mutual Operations; Rich Perona, Landscape Manager; Bill Friesen, Building Maintenance Manager; and Dyann Paradise, Administrative Secretary.

President Viator welcomed the six residents who also attended the meeting.

### APPROVAL OF MINUTES

Mr. Miller moved to approve the minutes from the regular board meeting of January 18, 2011 and the organizational meeting of May 3, 2011 as written and reviewed. Mr. Eisner seconded and the motion carried without dissent.

Approval of Minutes

### PRESIDENT'S REPORT

Mr. Viator announced that Mutual 8 will hold a Mortgage Burning Party sometime in September. Additional details will be forthcoming.

President's Report

Committee Chair Assignments were established:

Jeanette Mungiole	Landscape	(Mari Ventura will assist)
Craig Miller	Financial	
Jane Viator	Emergency Preparedness	
Sally Kennedy	Social	

The recent painting project went well overall.

### VICE PRESIDENT

No report.

Vice President's Report

SECRETARY'S REPORT

No report.

Secretary's  
Report

TREASURER'S REPORT

Mr. Miller reported all expenses seem to be in line with budget. There were additional legal fees for various resident problems in the past few months.

Treasurer's  
Report

EMERGENCY PREPAREDNESS REPORT

Mr. Viator reported he is compiling the responses to the emergency contact information sheets that he has received from approximately 60% of the membership to date.

Emergency  
Preparedness  
Report

FINANCIAL REPORT

The 2012 budget planning process will start soon. Mr. Donner reported on current fund balances: \$87,987 in the operating account, \$437,125 in the property fund, and \$454,910 in reserves.

Financial Report

Mutual expenses are better than budget as of June 30, 2011 due to less usage in utilities, especially water. The updated Helsing Reserve Study will be consulted for planning reserve expenses in the 2012 budget.

LANDSCAPE REPORT

Mr. Perona reported the second phase of landscape rehabilitation work will begin at the end of July. The fire abatement work on the back slope behind Entries 5 and 6 has begun. This will be the last phase until it is necessary to start again next year.

Landscape  
Report

BUILDING MAINTENANCE REPORT

Mr. Friesen reported the asphalt seal coating is scheduled to start tomorrow. Regular bus service will be available as well as Dial-a-Bus.

Building  
Maintenance  
Report

Painting of the buildings should be completed in early August.

The storm drain problem at 1100 to 1114 Skycrest is being researched. The pipe is clogged with debris and needs to be dug up and replaced. One bid has been received in the amount of \$6,000. Mr. Friesen will secure a second bid.

The siding at both ends of the building at 1122 Skycrest are in poor condition. Mr. Friesen is checking into options and costs for replacement of the siding.

The yearly maintenance inspections will start next week. An updated reserve study

report will be presented to the Board in the next few weeks.

In answer to a query, Mr. Friesen reported that water heaters generally last 15-20 years.

### RESIDENTS' FORUM

Lynn Letteris reported a neighbor's dog is creating a disturbance in the neighborhood by frequent barking. (This matter was discussed under Unfinished Business.) She also reported that shrubs near her manor need trimming.

Residents' Forum

Esta Wolfram commented that the painters did an excellent job on the recent painting project. However, several plants were damaged. Mr. Perona will follow up on this matter.

### UNFINISHED BUSINESS

Mr. Viator reported he will contact the owners of the barking dogs at 1208 Skycrest #6 to remind them of the Mutual's rules regarding pets and the possible consequences of continued violations.

Unfinished  
Business

In answer to a question regarding earthquake insurance, Mr. Donner explained that earthquake insurance is only available individually for personal property and contents. An individual could also obtain Loss Assessment coverage, if desired, in case a special assessment is imposed. Earthquake insurance is not available at this time for building coverage.

### NEW BUSINESS

The Board discussed the current carport rental fee of \$180 per year for the 8 carports owned by the Mutual. A suggestion was made to raise the fee. Mr. Miller will draft a policy regarding rental of the golf ports as well as a policy for electric vehicles and charging stations. This matter will be discussed at a future meeting.

New Business

### ADJOURNMENT

Having no further business, the meeting adjourned at 2:45 p.m. to an executive session to discuss a resident discipline matter.

Adjournment

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Robert Eisner, Secretary  
Walnut Creek Mutual Eight