

WALNUT CREEK MUTUAL NO. SIXTY-ONE

QUARTERLY MEETING MINUTES OF THE BOARD
TUESDAY, OCTOBER 2, 2018 AT 2:00 P.M.
FAIRWAYS A&B, CREEKSIDE
1010 STANLEY DOLLAR DRIVE, WALNUT CREEK, CA 94595

Call to Order

President Bertrand called the meeting to order at 2:00pm.

Roll Call

Directors Present: Dick Bertrand, President
Clair Weenig, Vice President
Rebecca Kunzman, Director
Diane DeCorso, Secretary
Sophia Sue, Treasurer

Also Present: Kelly Mattison, Board Services Coordinator; Paul Donner, Mutual Operations Director; Rick West Building Maintenance Manager; and Rebecca Pollon, Landscape Manager

Approval of Meeting Minutes

President Bertrand asked if there were any additions or corrections to the following minutes:

Quarterly Meeting June 19, 2018
Special Budget Meeting September 24, 2018

The minutes to the quarterly meeting held on June 19, 2018 and the special meeting held on September 24, 2018 were approved as submitted.

Moved, seconded, carried 5-0

Welcome New Members

There currently are not any new members to welcome.

Presidents’ Forum: Dick Bertrand

President Bertrand announced that the following topics were discussed during the June 24th Presidents’ Forum: Docusign for Work Orders; Defensible Spaces for Fire abatement (Mutual vs GRF vs County lands); Reactions to the Fire Chief presentation; Emergency Preparedness. GRF Joins: Collection Policies; Defensible Spaces; EV Charging Stations; Mutual Website Needs.

Vice President Clair attended the July 23rd Presidents’ Forum, the following topics were discussed: Policy Enforcement; Mutual Website; more discussions on occupants in a Mutual. GRF Joins: Docusign deferred for now; changes to waste management (doesn’t affect us); techniques to reduce water consumption with landscape; “food recycle” pickups are coming and will be included in our current fees; more discussions on Mutual Websites; Fire abatement creating “defensible space” should be part of an annual budget.

President Bertrand announced that the following topics were discussed during the August 27th Presidents’ Forum: Survey of Mutual boards on website requirements had little response and

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not much more than what they did today - concern about costs and residents without computers; lots of discussion about contractors doing poor work, breaking rules, no final inspections, work without permits, often kids selling the home so they don't care; county ordinance regarding cleaning of dryer vents;

GRF Joins: Penny from Counseling Services on how to deal with difficult residents; putting contractor work rules into governing documents with consequences for breaking them; Autonomous Vehicle Delivery Service may be visiting Rossmoor; Website support from GRF for Mutuals - not a lot of support for the costs and unclear about the content given the current government requirements for hardcopy.

President Bertrand announced that the following topics were discussed during the September 24th Presidents' Forum: Discussion about 1031 exchange tax law used to purchase properties in Rossmoor; Nobody remembered any pig problems in Rossmoor;

GRF Joins: We'll be getting lease expiration reports; discussion on multi-unit purchases (one member, one transfer fee, regardless of number of units, if they live in all or none of them; different fees if there are other occupants, especially those using any amenities, this is all being carefully reviewed by GRF Board committee); put rental rules in CC&R's; GRF Solar is being installed (RV's temporarily relocated); some charging stations are up, other delayed by PG&E, 30 total.

Treasurer's Report: Sophia Sue

The Treasurer's Report was presented as follows:

As of August 31, 2018:

- a) Operating Cash \$113,981
- b) Reserves Cash \$166,974

Treasurer Sue reported the following: For the eight months ending in August, the Mutual's financial condition continues its positive trend, with both Operating and Reserve expenditures under their respective budgets. The Mutual's fund balances amounted to \$288,000 at the end of August 2018.

Building Committee: Jack Kunzman, Bob & Ann Ingham

It was reported that the following work is taking place:

- 6202 Deck Replacement
- 6704 Dry Rot Removal
- 6408 Dry Rot Removal

Landscape Committee: Rebecca Kunzman and Rebecca Pollon

Chairperson Rebecca Kunzman gave the following landscape committee report:

Fall is a very busy landscape time for M61. Now that we have some cooler weather and shorter days we can start planting and replacing plants and lawns. The summer emphasis was irrigation and keeping landscape healthy during some very long hot spells

Tree maintenance, trimming and removal will take place this fall as well some lawn removal. Areas of lawn with too much slope have not done well and will be removed and landscaped to match the surrounding area. This is also the time we will plant the new trees to replace the diseased pear trees we removed.

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Some individual plant replacement will occur this fall as well as the additional landscaping on the hills at Entries 4 and 8.

We have made some major discoveries this year and the news is not good. I will start with the latest which is that wild boar have discovered M61. On Sept. 18th, 6 of the 9 front lawns were damaged on Entry 8 and significant damage occurred in the rear and sides of some homes. Some of the damage was severe and we will not be able to repair the damage until we know they are not returning. If they continue to be a problem, MOD will trap and remove them.

Next, a BrightView plant disease specialist advised us that some of our oak trees have fungus disease which is treatable with an annual injection in the spring. 59 live oaks were identified as needing treatment at a cost of \$3000.00 annually.

The next issue is fire prevention and steps we should take to protect your homes from fire. Rebecca Pollen has recommended a 5-phase brush removal and tree limbing project that will cover the whole canyon slope from Entry 14 to Entry 3. The cost of this proposal is \$30,000.00. The cost of the next phase of fire mitigation on the uphill side of the Mutual has not been estimated. There will be a lesser ongoing maintenance cost.

I am so grateful to my committee, Frances and Joan, Dick and Chris, Rebecca and BrightView and Sophia for all their help this year.

Landscape Manager Rebecca Pollon provided the following report to the Board:

As the weather cools and the day lengths shorten irrigation will become less frequent even if the warm weather continues.

Residents can look forward to the fall colors of Red Maples, Liquidambar and Nyssas.

Lawn Maintenance: Lawns will be overseeded between October 1st and November 15th.

Water Use: August is the highest water consumption month of the year due to high temperatures and long day lengths. After September irrigation use will continue but drop steeply even if warm weather continues.

Entry Maintenance: Entry maintenance crews will finish summer pruning tasks and start transitioning to fall cleanup.

MOD Work Days: MOD crews will return in late-October for two days (tentatively scheduled for the 29th-30th) and will complete small plant replacement and request items.

Tree Items: Several proposals were approved in the past month, mostly for building clearance and preventative maintenance.

Discussion Items: FIRE ABATEMENT - Fire abatement proposal for \$29,376

TREE - Oak health care proposal for \$3004

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Resident Requests: If you have landscape maintenance requests (pruning or irrigation), please direct them to the MOD work order desk. If you have landscape improvement requests, please contact your mutual landscape representative.

WORK ORDER DESK

By phone: 988-7650

By email: WORKORDER@ROSSMOOR.COM

Water Usage: Dick Bertrand

President Bertrand gave the following water usage report:

- Through August, usage down 65% from 2013, costs down 55%.
- We are forecasting cost of about \$44,000 in 2018. If we used as much water as we did in 2013, at the now current 2018 water rates, that would be \$99,700, or a \$72.35 increase in the monthly coupon.

Social Committee: Carle Hirahara & Bev Cullen

It was announced that 41 people have signed up for the Mutual Dinner to be held on October 14 at 5PM in the Fireside Room at Gateway. There are a couple more days left to sign up.

Emergency Preparedness: Chris Bertrand & Diane DeCorso

Diane announced that the committee has completed the shed, distributed educational material and added water to the shed.

Pool Committee: Sharon Collins and Ron Van Wert

Sharon announced that the pool closes on October 15th.

Unfinished Business

- Governing Documents Update:** The Board has made excellent progress. The final draft has been reviewed by Clair and Dick and will be distributed to the rest of Board. The Board will then meet in executive session next Tuesday for any final changes prior to the member vote.

New Business

- Consider proposal for fire abatement work behind home on the north side of Horsemans Canyon Drive:** The Board reviewed a proposal from Brightview in the amount of \$29,376 for fire abatement work behind the homes on the north side of Horsemans Canyon.
Moved, Seconded, Carried 5-0
An additional motion was made to move \$30,000 from the Operating account to the Reserve account.
Moved, seconded, Carried 5-0
- 2019 Budget Approval:** The Board made a motion to approve the 2019 proposed budget with a \$15 (2.4%) increase. The monthly coupon amount will change from \$625 to \$640 beginning January 1, 2019.
Moved, Seconded, Carried 5-0

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Residents' Forum

Residents were afforded the opportunity to express their concerns, make comments, and have questions answered by the Board and M.O.D. staff representatives.

Announcements

- a. M61 Annual Dinner will be held October 14, 2018 at 5pm in Gateway Fireside Room.
- b. The next M61 meeting will be the Annual Members Meeting held on December 11, 2018 at 10am in the Donner Room of the Event Center, followed immediately by the Board Organization Meeting.
- c. There are two (2) open board positions in this year's election, for two (2) year terms. Directors Clair Weenig and Sophia Sue currently hold these positions and Sophia Sue will not be a candidate. Clair has volunteered to fill his seat on the board for another 2 years, which will occur unless someone runs for election to the board - it could happen.
- d. In addition, Diane has resigned her board seat effective January 1, 2019. The Board can appoint someone to finish Diane's term (ends at the annual meeting in December 2019) at which point, her, Dick's, and Rebecca's terms are up. We are looking for two good people to serve their community, one with financial skills. The rest of the Emergency Preparedness committee will likely stay intact and Diane is willing to help, so our 5th board member just needs to be someone willing to serve to help our Mutual be a great place for our members to live.

Adjournment

President Bertrand adjourned meeting at 2:57pm.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.



Assistant Secretary, Mutual No. Sixty-Eight