

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

**REGULAR MEETING MINUTES OF THE BOARD
MONDAY, APRIL 27, 2020 AT 1:00PM
ZOOM MEETING**

Call to Order

President Walker called the meeting to order at 1:00 p.m.

Roll Call

Directors Present: Dwight Walker, President
Gail Todoroff, Vice President
Susan Fisher, Treasurer
Bob Grotz, Secretary
Lew Armistead, Director

The Mutual Operations Division was represented by Paul Donner, Mutual Operations Director, Rick West, Building Maintenance Manager, Rebecca Pollon, Landscape Manager and Kelly Maki, Board Services Coordinator.

President Walker welcomed the membership, staff, and thanked everyone for their attendance.

Approval of Meeting Minutes

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

Regular Meeting of the Board March 30, 2020
Executive Meeting of the Board March 30, 2020

The minutes to the aforementioned meetings were approved with a motion.

Moved, Seconded, Carried 5-0

Announcements

- Next Board Meeting: May 26, 1pm, Location to be Announced

Resident's Open Forum

Dwight Walker addressed comments sent in by members prior to the meeting.
Ralph Athenian gave a Disaster Preparedness Group report.

3101/3103/3113 Grey Eagle Drive Project Update

Steven O'Connor gave a brief report on the project status and timeline. A portion of the slide was deeper than projected causing a design change to add 6 tie backs. They are waiting for approval on the additional costs from the insurance company. Once the work begins it will take approximately 1 month to complete, then additional time for the work will be inspected, backfilled, clean up, and installation of the fence.

Treasurer and Finance Committee Reports: Susan Fisher, Treasurer and Alan Lindquist, Chair

Susan Fisher summarized the February 2020 Financial dashboards.

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Compliance with Civil Code 5500: A motion was made to certify compliance with Civil Code 5500, review of financial statements by two board members for February 2020.

Moved, Seconded, Carried 5-0

The committee could not make a recommendation regarding the 12/31/19 Audited Financial Statements because they have not been received yet.

A draft of an owner acknowledgement of MOD billable work should be ready for review by the Board at the June meeting.

Building Committee Report: Rick West, Building Maintenance Manager; Bob Grotz, Board Liaison

Rick West and Bob Grotz reported that the solar attic fan replacement and utility box lattice shield project are on hold during the shelter in place. A dry rot estimate for 596 High Eagle entry landing will be gathered for the next meeting. Solar fan replacement is also on hold due to shelter in place. Proposals for the required balcony inspections are being gathered. A draft policy for emergency generators was tabled.

Landscape Report/Landscape Committee Report: Barbara Blum, Committee Chair

Barbara Blum and Rebecca Pollon gave the following report:

Landscape Report:

On April 16th, the Landscape Committee met (using ZOOM format) with Ripley, the designer for the back and common areas. We discussed the conceptual plans created as Phase 1 of the design process. Overall, the committee and Rebecca Pollon were pleased with the general concepts. The next step will be to have a Town Hall meeting for interested residents using ZOOM, presumably, to give them a broad brush view of the plans for the focused areas. We are excited about the new ideas being suggested by Ripley and look forward to sharing these plans with the Mutual. More details will be communicated when we are ready with a date and time.

The committee also discussed the shielding for A/C units for fourplexes and one-story buildings. It was felt that a trial view of both materials for shielding is necessary and the Board has given their approval for this step of the project. Two addresses on Grey Eagle have been chosen. One will receive shrubs to shield the A/C units (installed by BrightView) and the other will have lattice pieces placed in front of the A/C units (temporarily, not a permanent installation). The committee feels that the residents should have an opportunity to take a look at both versions and, if they wish for the shielding, can choose a style and pay for that installation. The Board may wish to weigh in on this final aspect of the project.

After some discussion about the shielding for A/C units, a motion was made to have the landscape committee use plants to shield the A/C units at a cost not to exceed \$25,000.

Moved, Seconded, Carried 5-0

Work on designing the expansion of Sunset Park and the tree removal project are on hold during the shelter in place.

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Community Information Committee Update: Lew Armistead, Board Liaison

Lew Armistead gave the following report:

The Mutual's website, m68eagleridge.com, continues to expand its usage providing timely information to our residents. Between the last Board meeting and April 18, there were 1,636 page views by 109 users. These numbers demonstrate the growing value of the website, especially during times we are currently experiencing when it's important to get information to residents quickly.

The CIC is hoping that usage of the website Message Board expands in the coming months, and we will focus some of our communications on achieving that. This is a great resource for sharing information among Mutual 68 residents.

We also have completed the new Welcome Packet, which will be provided to all new residents once they move into their unit. The packet includes information on using the website, volunteering, our social events, and tips on getting the most out of living in Eagle Ridge.

Social Committee Report: Lew Armistead, Board Liaison

The Social Committee is looking forward to planning the Summer Picnic once the shelter in place order is lifted. Mark your calendars for Sunday, August 23, and let's all hope we will return to safely being social by then.

Unfinished Business

- Organic Recycling – Was told Lisa Lankford, llankford@rossmoor.com, is now in charge of recycling and trash collection for Mutual Operations and questions on those topics should be referred to her.
- Urban Forest trimming/thinning beyond 100 ft Defensible space – City of Walnut Creek to be consulted when timing is appropriate
- Status of Diablo FireSafe Grant – Rebecca Pollon stated the Mutual is back on the wait list for a grant

Nominating Committee

Andy Howard and Alan Lindquist were the only board candidates by the April 16 deadline and will be elected by acclamation at the June Annual Meeting.

Dwight Walker has submitted his resignation from the Mutual 68 Board, effective at the end of the April 27 board meeting. The Board thanked Dwight for all his hard work with M68.

Adjournment

Acting President Todoroff adjourned the regular meeting at 2:36 pm.

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.

Kelly Maki

Assistant Secretary