

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
MONDAY, July 26, 2021, AT 1:00PM

Call to Order

President Howard called the meeting to order at 1:00 P.M.

Roll Call

Directors Present: Andy Howard, President
 Susan Fisher, Vice President
 Martha Kohler, Secretary
 Alan Lindquist, Treasurer
 Peter Yang, Director

The Mutual Operations Division was represented by Christine Conti, Board Services Coordinator, Paul Donnor, Mutual Operations Director and Rick West, Maintenance Manager. Rebecca Pollon was absent.

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

Approval of Meeting Minutes

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

Regular Meeting of the Board.....June 28, 2021

The minutes to the June 28, 2021, regular board meeting was approved with a motion.

Moved, Seconded, Carried 5-0

Announcements

- The Building Committee is seeking new members. Please contact Martha Kohler if interested.
- The Community Information Committee is seeking new members. Please contact Peter Yang or Barbara Walker if interested.
- Susan Fisher had kindly agreed to lead a workgroup to explore the feasibility of using solar energy throughout M68 based on the Rossmoor Solar Initiative and make recommendations to the board. Interested residents are invited to join the workgroup.
- Next Board Meeting: Monday, August 23, 2021 – Creekside Club Room although this was subsequently changed to Zoom.

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President's Report - Andy Howard gave the following report:

- A revised Solar Policy for M68 has been distributed either via email or by regular mail to each resident in M68. Comments may be submitted through M68Board@rossmoor.com. The revised Solar Policy will be discussed and voted on for adoption during the next board meeting on August 23, 2021.
- Residents living along Saklan Indian Drive should remind their guests to comply with the no parking signs along the uphill side of the road for the safety of all.
- The mutual presidents are continuing negotiations with GRF concerning a renewal of the trust agreement

Residents' Open 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. Topics discussed included the Disaster Preparedness group report and concerns expressed by a resident who had witnessed a golf cart being driven with excessive speed over the paths in the recently renovated Sunset Park and the possibility of placement of housing for the homeless in the parking lot of the Grace Presbyterian Church outside of Rossmoor.

Mutual 68 Disaster Preparedness Group (DPG) **Report to the Board (re: residents forum)**

July 26, 2021

Five (5) areas to briefly comment on during the resident comment portion of the board meeting:

- A. Continue to Prepare yourself for sheltering in place, relocating, OR having resources in your car should occur when you are "out and about"
- B. Please review the New "Tips and Thoughts" sheet for this month that you will find in the "board package" for additional information and tips in better preparing yourself for future emergencies and events.
- C. Be safe and be cautious when in public areas and in particular indoors were wearing of masks in now being recommended. Wash hands often, use sanitizer, be cautious.
- D. The M68 DPG and your Zone Coordinators will be updating the DP Data base starting this month. They will provide you with your previous form along with an improved form for your completion which will be the first time you have had to update your information. This is an important task to ensure accuracy of contacts, items necessary for first responders, etc. Thank you for your cooperation in this important update.
- E. You will find additional information submitted in the M68 Board Package on the Medical Baseline Program which provides residents with extra notifications and support in advance of Public Safety Power Shutoffs (PSPS) as well as additional energy at a lower price.

Please let me or your Zone Coordinator know how we can better serve you and assist in your preparation for future events whatever they may be.

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Thanks for your continuing interest and involvement in improving your preparation for such events!!

Ralph
Ralph A. Anthenien
M68 DPG Lead
Cell: (510) 219-5542

- A resident inquired about the status of consideration by the city of Walnut Creek for placing housing for the homeless in the parking lot of the Grace Presbyterian Church at 2100 Tice Valley Boulevard. The community was informed that this was to be a topic for discussion at the next GRF Board meeting and that all interested Rossmoor residents were welcome to attend.
- A resident expressed concern after having witnessed a golf cart being driven with excessive speed over the paths in the recently renovated Sunset Park. An announcement will be forthcoming in the Eaglet reminding residents that the paths throughout Sunset Park are for the enjoyment of all and are designed for walking and golf carts should not be driven on them.

Treasurer and Finance Committee Reports: Alan Lindquist, Treasurer and Robin Howard, Chair

Alan Lindquist gave the following Treasurer's Report:

The Finance Committee met on July 21st and reviewed the Mutual's financial information and projections through June 30th, 2021. It concluded that the operating fund and replacement reserves are adequately funded, with net fund balances of \$233,159, and \$1,506,655 respectively. The operating fund revenue was favorable to budget for the year to date by \$3,786, and expenses were favorable to budget by \$96,640, resulting in a total favorable variance of \$100,436. The major expense variances included water being \$90,933 under budget, tree removal being \$7,083 under budget, and insurance commission refunds being favorable to budget by \$7,692.

Bank account statements were reviewed by two board members as required. All accounts are covered by FDIC insurance.

- 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 June 2021.

Moved, Seconded, Carried 5-0

The Finance Committee charter was reviewed, and recommended revisions will be provided to the Board of Directors.

Moved, Seconded, Carried 5-0

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The Committee voted to recommend that the Board of Directors approve Robin Howard as its Chair for the 2021-2022 fiscal year.

Moved, Seconded, Carried 5-0

It was recommended that the Board continue to pursue the release of the \$15,039 balance in the Shea settlement escrow account.

Moved, Seconded, Carried 5-0

Building Committee Report: Rick West, Building Maintenance Manager; Martha Kohler, Board Liaison

Rick West gave a building maintenance report which included information items.

INFORMATION ITEMS: Work scheduled, In Progress or Complete

- 2824 SI – New Excel Coating for the Rear Deck, Front Landing and Contractor:

AMAC Cost **\$6,678.0**

(Scheduling for this project is in progress).

- 3004 – 3006 Grey Eagle Woodpecker Damage – Replace all 3 rear Dormers with Hardy Plank. Replace wood trim with Trex along with custom Sheetmetal.

Cost includes scaffolding. MOD Estimate **\$12,000.00**

(Work is in Progress).

- 515 Spotted Owl - Extensive Woodpecker damage. - Includes 40 foot of hillside scaffolding, flashing installation, prime and paint.

Contractor: **Five Star - Cost \$ 6,500.00**

(Five Star is Scheduled to start this project in July).

- List of buildings that will need further investigation into possible Dry Rot and Metal Flashing issues.

2814 Saklan Indian – Loose Soffit / 576 High Eagle Ct. – Soffit Dry Rot
High Eagle Ct - Flashing and Dry Rot / 535 High Eagle Ct. – Flashing and Dry Rot

(MOD to schedule destructive testing for July).

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- Garage Door Discussion – Insulated or Non – Insulated Garage doors.
New back up battery Law for Garage Door openers.

B&C Garage Door – non insulated \$1,520.00 - insulated \$2,035.00.

Madden Garage Doors -non insulated \$2,200.00 - insulated \$2,900.00.
 - Building Committee to discuss and provide recommendations to the board

- Approve Bob Grotz as Chair through August 22, 2021
Moved, Seconded, Carried 5-0

- Approve charter for upcoming year with changes to include:
 - Purpose
 - Assist the Board in analyzing and implementing maintenance and improvement projects for the mutual’s buildings and hardscape.
 - Review residents’ non-standard alteration applications submitted to MOD. Recommend approving, disapproving, or modifying these applications.
 - Meetings
 - Schedule 4 meetings a year with the understanding these meetings may be supplanted by meetings at other times required to deal with time constrained projects and residents’ non-standard MOD applications.
 - Number of Members
 - The Committee consists of 5 or more members. Members may be recruited both by the Chair and the Board liaison.
 - Minutes
 - Keep a written record of all formal votes taken at committee meetings.
 - Reports
 - At the Board’s request provide written analysis of building problems and projects.
 - When alteration requests are to be returned to MOD and subsequently to the applicant for further work or when alteration requests are not approved, the Committee will provide a report to the Board and applicant/owner, a report that describes in detail the reasons for the Committee’s action.
 - Chair
 - The Chair shall be selected by the Board Liaison after informally polling the Committee members.

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Moved, Seconded, Carried 5-0

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

Barbara Blum gave the following report:

Rehabilitation of the Back Areas has been completed and rehabilitation of the Common Areas has been started.

We are waiting for the furniture to arrive for assembly and installation in Sunset Park. The Landscape Committee felt that the proposed bid to stain the new trash can enclosure to match the existing enclosure was too costly. The work will be performed by mutual volunteers.

Guidelines and potential locations were provided by the Landscape Committee if a resident wishes to purchase a bench and have a plaque installed.

- Bid approved for tree removal in common areas along Saklan Indian Drive related to Common Area rehabilitation

- Approve Barbara Blum as Chair

Moved, Seconded, Carried 5-0

- Approve charter for upcoming year to include a provision that the committee will meet monthly, if needed, on the 3rd Monday of the month at 10:00 A.M.

Moved, Seconded, Carried 5-0

CIC Committee Report: Barbara Walker, Chair; Peter Yang, Board Liaison

Peter Yang gave the following report:

- Approve Barbara Walker as Chair

Moved, Seconded, Carried 5-0

- Approval of charter for upcoming year with changes to include:

- o Maintain the Mutual 68 website, the official communications vehicle of Mutual 68.

- o Have a chairperson recommended by the committee and appointed by the Board for a one-year term. That chairperson will call meetings, develop meeting agendas and supervise all meetings. She/he can serve multiple terms.

Moved, Seconded, Carried 5-0

Social Committee Report: Peter Yang, Board Liaison; Robin Minor & Deanne Gilbert, Co-Chairs

Peter Yang gave the following report:

- Approve Robin Minor and Deanne Gilbert as co-Chairs

Moved, Seconded, Carried 5-0

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- Approval of charter for upcoming year with changes to include:
 - o The Mutual 68 board liaison is appointed by the Mutual 68 board of directors on an annual basis for 1 year following the Annual meeting.

Moved, Seconded, Carried 5-0

Nominating Committee:

- Approve Andy Howard as Chair

Moved, Seconded, Carried 4-0, 1 Abstention

- Approve Barbara Blum and Brant Free as members

Moved, Seconded, Carried 5-0

- Approve charter for upcoming year

Moved, Seconded, Carried 5-0

Adjournment to Annual Meeting

President Howard adjourned the meeting at 2:15 P.M.

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

Martha
Martha H Kohler

kohler

Martha H Kohler