

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD MONDAY, MARCH 30, 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, Direct

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 January 27, 2020
Executive Meeting of the Board January 27, 2020

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

Moved, Seconded, Carried 5-0

Announcements

- Next Board Meeting: April 27, 1pm, Location to be Announced

Resident's Open Forum

Bob Grotz addressed comments sent in by members prior to the meeting. Andy Howard presented "Tips and Thoughts" for residents to keep in mind during these difficult times on behalf of the Disaster Preparedness Group.

3101/3103/3113 Grey Eagle Drive Project Update

President Walker stated that Steve O'Conner was not available for the meeting today. The 3101/3103 project is slowed due to the shelter in place order. Six tiebacks related to the additional depth of the wall that was recently determined to be necessary still need to be installed, and it is estimated that it will take at least one more month after the shelter in place order is lifted to complete the work.

Nominating Committee

Gail Todoroff and Dwight Walker have informed the committee that they will not be running for reelection to the board. Announcement made in RM News of upcoming 2 board vacancies with

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a deadline for candidates of April 16. Interested residents should contact any member of the board or nominating committee or Kelly Maki at: kmaki@rossmoor.com. The Board discussed appointing an inspector of elections.

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

Alan Lindquist went over the January Financial Dashboards.

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 January 2020.

Moved, Seconded, Carried 5-0

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

Rick West reported that the installation of new mailboxes was completed in February. Solar Fan replacement is on hold until May and MOD will remove non-operable fan for building committee research purpose.

Lattice screening by MOD has been authorized for utility boxes NTE \$ 6,000. 3 Duplex AC units are still pending approval. MOD will rebuild one or more 4 plex lattice fences as test examples. The building committee will decide on how to complete the remaining 147 4 plex screens. Estimate to complete the entire project is \$170,065. - \$1,000 per AC unit and \$1500 per utility unit.

Senate Bill SB326 - Structural Engineers inspection of Elevated Mutual components - including: Balconies / Stairs & Entries. Currently Flash Drives have been sent to two Engineering Companies - FWC and FIG. They have toured your buildings and were sent the Jim Hogue Mutual 68 deck inspection Report. Both Engineering companies are preparing a proposal to present to the board for approval.

546 HE Woodpecker Damage - Project included replacement of wood shingles with Hardy scallops, custom flashing, scaffolding and paint. Cost \$3,800.00.

Gutter Cleaning with Professional Gutter Service was completed in February and the next cleaning is scheduled for November 2020.

Bob Grotz presented the Board with a proposed policy regarding whether residents could have emergency generators in their units. It was argued that with the exception of the lithium battery-powered models, all other generators should be banned as the Board can make exceptions on a case-by-case basis. The Board asked the Disaster Preparedness Group (DPG) to present reasons why it should have a propane generator at the April meeting. The policy was tabled for further revisions.

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

Barbara Blum and Rebecca Pollon gave the following report:

Landscape Report:

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The Landscape Committee met on March 2, 2020. We noted that the soils repair and wall installation has not been completed so our designer, Tom Wilhite, has not been able to finalize the plans for the new Sunset Park design. Once ESR has completed their work, this project will get fully underway.

Ripley, our design team for the back and common area rehabilitation, is on task to complete phase one on their timeline. The meeting the committee was to have with Ripley was postponed due to the shelter-in-place order.

The committee is working on the possibility of requesting that lattice surrounds or shrubbery shields for the 4-plex air conditioner units be installed. Toward that end, one trial lattice surround will be installed, and one trial shrubbery shield will be planted. The final step will be to see which air conditioner shielding is the most cost and visually effective. The Board will then be asked to make the final decision about paying for such a project or, if they do not agree, then have the residents who wish the work will be done, pay for it themselves.

BrightView has completed the 3 Year Tree Care and Maintenance Recommendations for the Mutual. It is a very comprehensive and extremely useful document.

Mowing of lawns in Eagle Ridge will resume this week after having been curtailed to reduce use of blowers as part of shelter-in-place.

Community Information Committee Update: Lew Armistead, Board Liaison

Lew Armistead gave the following report:

With the actions forced by the Coronavirus, the CIC has disseminated a number of Eblasts this month to keep residents informed of the current status of life in Mutual 68.

Additionally, the CIC has developed a Welcome Packet which will be provided to new residents. The Welcome Subcommittee requested that it have something to hand new residents when they initially meet with them. The packet includes encouragement to register for the website, information on how to do that, encouragement to volunteer, tips to enjoy Eagle Ridge, and other information.

There were 221 unique visits to the website between March 3 and March 27, demonstrating that Eagle Ridge residents' value the communication services provided by the Mutual's website, m68eagleridge.com.

Social Committee Report: Lew Armistead, Board Liaison

As has been communicated to Eagle Ridge residents, the Social Committee unfortunately felt that it was necessary to cancel the Spring Brunch in light of the uncertainty of what the Coronavirus will bring to the area. Questions regarding whether people would attend and the financial implications of low attendance along with restrictions on gatherings being recommended by both the state and GRF led to this decision.

The Committee has now turned its attention to the Summer Picnic, which is scheduled for August 23.

Unfinished Business

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- Owner Acknowledgement of MOD Billable Work – still in progress
- Organic Recycling – Building Committee is evaluating utility closets for proper storage of bins.
- 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 grant application will be restarted

Adjournment to Executive Session

President Walker adjourned the regular meeting at 2:09 pm and the board moved into Executive Session.

Executive Session Summary

The Board met in Executive Session to consider a request for a lease extension due to hardship.

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