

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
MONDAY, MARCH 28, 2022, AT 1:00PM
CLUBROOM – CREEKSIDE CLUBHOUSE
1010 STANLEY DOLLAR DR – WALNUT CREEK, CA

Call to Order

President Howard called the meeting to order at 1:03 p.m.

Roll Call

Directors Present: Andy Howard, President
Susan Fisher, Vice President
Martha Kohler, Secretary
Alan Lindquist, Treasurer (present via phone call)
Peter Yang, Director

The Mutual Operations Division was represented by Paul Donner, Mutual Operations Director; John Tawaststjerna, Landscape Manager and Lucy Limon, Board Services Coordinator.

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 February 28, 2022

Susan Fisher made a motion and Martha Kohler seconded to approve the minutes to the aforementioned Board meeting

Moved, Seconded, Carried 5-0

Announcements

- Next Board Meeting: Monday, April 25, 2022, 1:00 p.m. in the Clubroom at Creekside.
- Welcome to John Tawaststjerna, Rossmoor's new MOD Landscape Manager!
- Welcome to Kris Peterson, Rossmoor's new Administrative Services Manager!

Presidents Report

President Howard presented the following report:

1. Accounting Update
 - HOA Delinquencies (SB 908) – Requirement to use an external agency, recommendation to be presented today by the Treasurer
 - Authorization for mutual expenditures \geq \$10,000 (CC5502) – further discussion today by the Treasurer
 - Mutual Financial Statements – by June Statement, goal is 12 working days to close
2. Rossmoor Live Evacuation Drill

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- Sunday, May 15, 2022, for WCR-002. Eagle Ridge has been selected. Participation will be optional
 - Community meeting for Rossmoor residents on April 27th
 - Additional details to be given By Ralph Anthenien during today's DPG report
3. Hybrid mutual board meetings
- The Board would like to know if the residents are interested in this going forward if available
4. Sales in Rossmoor
- 164 sold in 2021 (36% Increase), 14 in M68 (0% change)
 - Median price \$513,000 in 2021 (7% decrease), \$1,487,000 in M68 (8% decrease)

New Business

- Status update on the formation of a Trash Committee for M68: Several Mutuals have endeavored in forming trash committees. The committee has many responsibilities; however, the primary focus is to ensure that the Mutual is compliant in placing the appropriate items in the garbage (black), recycling (blue) and composting (green) bins. This will decrease the likelihood that the mutual will be fined in the future for noncompliance Residents are encouraged to be more mindful of what goes into the bins. Susan Fisher is leading the effort to form this committee and is accepting any interested residents. When a preliminary charter is ready, this will be presented to the Board for approval.

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. Comments included:

- Thanks to Rick West and the Building Maintenance Committee for all their hard work, which has saved the Mutual a lot of money.
- The Board expressed their gratitude to Mike and Diane Casey for their commitment of 12 years to the Mutual holiday décor.

Ralph Anthenien presented the following report:

Mutual 68 Disaster Preparedness Group (DPG)

Tips and Thoughts

March 28th, 2022

Many restrictions on your activities and protection from COVID-19 have been lifted but caution is still being advised. Variants beyond Omicron have been detected and their impact is unknown. This plus the "waning" of the effectiveness of our last booster given some time ago would indicate that caution and vigilance is required to minimize any risk. You must make your own decisions on this.

The Good news is that Eagle Ridge has just now been selected by the City of Walnut Creek and GRF to

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be **“the Mutual”** (known as WCR-002 evacuation zone) that will have an Evacuation Exercise on Sunday, May 15th. This will be a wonderful opportunity to educate our residents as well as to better prepare should we ever need to evacuate our homes rapidly and safely. Only residents that volunteer to participate in this exercise will be involved in this important event. It is being urged, however, that we get as near 100% of our Mutual to participate on that Sunday Morning. We need to not only determine our own shortcomings but also our first responders (our Fire and Police Departments) need this training and exposure as well and they will be executing this exercise. Let’s help us all out! More to come on this event but do put May 15th on your calendars for now. We will be evacuated in our own cars to Heather Farms (about 8 miles away, a park in Walnut Creek) and be greeted with some nice surprises to be announced later. Community Meetings and other educational preparations will occur on Wednesday, April 27th.

Orders are now being taken to obtain a second batch of free COVID-19 testing kits. Insure you place your order to have these on hand for quick indicators of your status if there are any questions. With increased travel, variants, etc., it will be good to have these on hand should you need them.

KUDOS go to “Our” Diane Schneider living on High Eagle who just completed an 8-week Course as well as taking and passing a Federal Communications Commission (FCC) exam and is now our newest Ham Radio Operator!!! This will allow us more reliable and resilient radio contact to the “outside world” should we undergo a serious event. We now have four ham operators in Eagle Ridge: Diane, Brant Free, Bob Grotz and myself. Please thank Diane for her devotion, effort, and preparedness for the benefit of all of us!!

- Check the Mutual 68 Website often especially the “breaking news” section. Also check the Disaster Preparedness section for additional resources.
- If you have had some good ideas or experiences that would help others, please let your communications committee know about it (Barbara Walker) or let your DPG Zone Coordinator know about it or myself.

Be Safe!! Be careful!! Be vigilant!! Know your neighbor!! Help each other!!! Teamwork!!

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

The following report was given:

The Finance Committee met on March 16th, 2022. Since MOD had not yet completed the January 2022 financial statements, there was no financial information to review.

The Committee reviewed the status of the Land Stabilization Fund, and a list of accounting issues that need to be resolved before a final distribution is made. The MOD accounting department has assured us that most of the issues will be addressed by the end of March, at which time the outstanding item will be the determination of Fund’ s income tax liability for 2021, which will not be available until the audit of GRF is complete.

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The Committee discussed the retention of a collection agency to handle delinquent homeowners' dues, which was necessitated by new California law SB908, that requires almost any collection activities to be handled by a licensed collection agency. Following discussion and the advice of legal counsel, the Committee recommended that the Board pursue entering an agreement with A.S.A.P Collection Services.

The Committee also discussed compliance with new California law CC5502, which deals with the authorization of the Mutual's expenditures. Legal counsel is in the process of drafting resolutions covering this issue.

- Motion to certify compliance with Civil Code 5500, review of financial statements by two Board members: **No motion was made.**
- SB 908 – Agreement with ASAP:

Alan Lindquist made a motion, seconded by Peter Yang to sign the ASAP (debt collection company) agreement.

Moved, Seconded, Carried 5-0

- CC502 – Agreement with GRF providing authorization for covering expenditures greater than \$10,000 and the formation of a Board committee to authorize these expenditures if non-recurring.

Alan Lindquist made a motion, seconded by Susan Fisher, to sign the Board resolution as written by Melissa Ward and to appoint a committee of the Board for those specific transfers which will be Andy Howard and Alan Lindquist.

Moved, Seconded, Carried 5-0

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

Martha Kohler, Board Liaison, gave the following report:

Garage Door Maintenance Program: A-Dependable Garage Door has completed 100 inspections; 30 new openers have been paid for by the residents. Residents are encouraged to call A-Dependable at (209)-484-8977 to schedule an appointment. They are also going door-to-door to arrange real time inspections.

Cul-de-sac repairing: Two proposals has been received by MOD to repave 5 cul-de-sacs in 2022, in conformance with Mutual 68 budget plan. Two members walked the cul-de-sacs with representatives of the bidders. The Board has decided to contract with Black Diamond Paving.

Alan Lindquist made a motion, seconded by Susan Fisher to approve the Phase one proposal from Black Diamond Paving at \$81,045 to pave Quail Hill and seal the remainder cul-de-sacs.

Moved, Seconded, Carried 5-0

Storage Closet Survey: A team of people has been assembled to go out and survey the storage closet in each 4-Plex building that belongs to the Mutual.

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

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INFORMATION ITEMS: Work scheduled, In Progress or Complete

1. **616 Shadowhawk – Fire Alarm utility Door replacement due to extensive rust. Contractor: Ahumada GC.**

Estimate \$2,629.00. Proposal signed on 2-10-22 (Door installation is scheduled for this week).

2. **642 Shadowhawk – Railing and Gate Safety Hazard due to dry rot. Contractor: MOD**

Estimate \$1,207.50. Proposal signed on 1-5-21 (This project has been completed).

3. **3164 Grey Eagle Drive – Railing safety hazard due to dry rot. Contractor: MOD.**

Estimate \$3,432.75. Proposal signed on 12-10-21 (This project has been completed).

4. **2982 Saklan Indian Drive - Railing safety hazard due to dry rot. Contractor: MOD.**

Estimate \$2,610.00 Proposal signed on 2-24-22 (This project has been completed).

5. **3051 Grey Eagle Drive – Resale inspection. Dry Rot and Roofing repairs. Contractor: Specialty Inspections.**

Dry rot Estimate \$790.00 Proposal signed on 2-24-22 (MOD Scheduling repairs).

Roofing Estimate \$625.00 Proposal signed on 2-24-22 (MOD Scheduling repairs).

Total Cost \$1,415.00

6. **Safety Inspections and maintenance Service Agreement on 222 Garage Doors. Contractor: A-Dependable Overhead Door Co. Estimate \$25,530. Martha will be sent any change orders for approval as needed.**

Work is in progress.

7. **List of buildings that will need further investigation into possible Dry Rot and Metal Flashing issues. Contractor: MOD.**

576 High Eagle Ct. – Soffit Dry Rot. – Destructive testing is scheduled.

537 High Eagle Ct - Flashing and Dry Rot - Destructive testing is scheduled.

535 High Eagle Ct. – Flashing and Dry Rot - Destructive testing is scheduled.

Projects are ongoing weather permitting.

8. **Resealing around all window and door trim with caulking to prevent dry rot. Contractor: MOD.**

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T&M Project scheduled for winter 2022 weather permitting.

2021 Budget \$84,000.00.

Work is in progress.

9. 3051 GE – Resale Home inspection report items. Contractor: Specialty. Cost \$790.00

Work scheduled.

10.3015 GE -Resale home inspection report by Win Inspections.

Waiting for Specialty report.

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

Barbara Blum gave the following report:

The Landscape Committee met on March 21st. Two residents, Casey Dixon and Judy Box, spoke to the Committee. We reviewed their request to reimburse the Mutual for a bench in Sunset Park and have a plaque installed on the bench. The wording on the plaque was in question as they proposed including “In Memory of”. After much discussion, Jean moved, and Robin seconded a motion to approve for recommendation to the Board the following words for the 4”x 8” plaque:

“Watching an Eagle in flight, I decide it’ s not too late for me to soar”

Ben Slomoff

1913 – 2020

The motion passed unanimously. The Committee will, next month, work on a proposal to present to the Board, which in more universal terms, will dictate how plaques should read. Lani volunteered to wordsmith such a motion for next month’ s meeting.

Tree Care was the next agenda item discussed. We have waited for months for the second proposal to prune the Sycamores as requested by the Board. They wish to pick between at least 2 companies and not just take the BrightView bid. Brian, the BrightView Arborist, recommended we get the Sycamore pruning done in March. Given that we are now well into March, the committee recommends we request that the Board accept BrightView’s bid so the work can be done in a timely manner. If the second bid comes in before the Board Meeting on March 28th, then this request will be unnecessary. Jim and Lani requested that the Pepper Tree across from the Saklan Indian Eagle Ridge Monument sign be pruned, as well.

There are two BrightView employees who will take charge of landscape requests until John’ s replacement has been hired. It is anticipated that his replacement will begin work in April. In the meantime, if there are outstanding requests or questions, they should be directed to Barbara who will send them to the proper BrightView individual.

The next Landscape Committee meeting will be a week earlier than usual because three members of the committee are unable to attend on April 18th. Instead, the meeting will be April 11 at 10:00.

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Barbara

A motion was made by Susan Fisher and seconded by Peter Yang to approve the quote that will be on the plaque of the new bench at Sunset Park.

Moved, Seconded, Carried 5-0

A motion was made by Martha Kohler, seconded by Susan Fisher to approve the Sycamore pruning proposal from Brightview at \$12, 825.

Moved, Seconded, Carried 3-2 (Howard, Lindquist)

Consideration of additional requests for the pruning of trees next to individual residences was postponed so that these could be included with the fire prevention maintenance work that is to be completed by the end of May.

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

No report was presented.

Barb Walker advised that she would keep the website up to date with as much information as possible regarding the evacuation drill in May.

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

Peter Yang gave the following report:

Our Mutual 68 Holiday event held on December 13th was a big success in spite of a major rainstorm that flooded the Event Center Stage almost causing a cancellation of the event. It dampened everything but our spirits as we dealt with a few hiccups along the way.

Decorations designed by Linda Boule and Gail Todoroff set the festive mood. Once we got going, a good time was had by all as we were served cocktails and wine by our experienced bartenders and entertained by the music of Jeff Wessman and watched dancers kick up their heels to his music. Classic Catering served appetizers, dinner (that needed to be warmer) and dessert.

This was our first Holiday Event since 2019 and in spite of concern about Covid, we had a guest count of 143. Guests were informed that they needed to send their vaccination information with their reservation form and checks so we could confirm their status.

We are now planning the Dedication of Sunset Park which will take place at 4:30 p.m. Refreshments will be served, and we hope to have a good turnout.

We are also beginning to plan our picnic which will take place on June 25th at Peacock Plaza. The date of the picnic has been changed due to incredibly hot weather in August and we voted to cancel the Spring Brunch this year. More information will be provided as decisions are made.

Other News

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There is one open position for the Mutual 68 Board as Susan Fisher will be going off the Board. If you have interest, please contact Lucy Limon at Llimon@rossmoor.com. The deadline for nomination is on March 31st, 2022, at 12p.m.

Adjournment

Alan Lindquist made the motion to adjourn the meeting at 2:08 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.

Lucy Limon

Assistant Secretary