

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD MONDAY, MAY 24, 2021, AT 1:00PM ZOOM MEETING

Call to Order

President Fisher called the meeting to order at 1:02 p.m.

Roll Call

Directors Present: Susan Fisher, President
Andy Howard, Vice President
Alan Lindquist, Treasurer

Directors Absent: Bob Grotz, Secretary
Lew Armistead, Director

The Mutual Operations Division was represented by Kelly Maki, Board Services Coordinator and Rick West, Maintenance Manager

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

Approval of Meeting Minutes

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

Regular Meeting of the Board..... March 22, 2021

The above minutes meeting were approved with a motion.

Moved, Seconded, Carried 3-0

Announcements

- Next Board Meeting: Monday, June 28, 2021, 1 pm, via Zoom
- 2021 Annual Meeting: Monday, June 28 to follow regular meeting
- Organizational Meeting to follow the Annual Meeting
- 2nd Amendment to the CC&Rs is being distributed to the members
- Rossmoor Solar Initiative: The Board is considering an Ad-Hoc committee and any member interested should contact Susan Fisher

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 garage door replacements, landscaping, and the Disaster Preparedness Group report.

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

May 24th, 2021

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Four (4) areas to briefly comment on during the resident comment portion of the board meeting:

- A. Do ONE THING to better prepare yourself for this coming season of challenges and risks. ATTEND THE MAY 27th Zoom Presentation on YOUR Preparedness. It will be given from 10:00am to 11:00am This coming Thursday. The link is:
<https://us02web.zoom.us/j/83675410318?pwd=TmhRSHdFdmtOUFR5ZEZySCswS2lldz09>
Meeting ID: 836 7541 0318 Passcode: 958563
- B. Please review the New “Tips and Thoughts” sheet for this month that you will find in the “board package” for additional information on upcoming events and suggestions to better prepare yourself for what appears to be another “banner year” to include fire risks, drought, water shortages, power outages, etc.
- C. Essential Task Training sessions are continuing. If you wish to have one in your DP Zone, OR wish to attend one, please contact your DP Zone Coordinator or myself.
- D. The M68 DPG and your Zone Coordinators will soon be updating the DP Data base for the first time since residents have moved into their manor. This is an important task to ensure accuracy of contacts, items necessary for first responders, etc. You will be contacted by your Zone Coordinators who will provide you with your old form as well as the new form used for updating your information.

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.

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

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 May 19th and reviewed the Mutual’s financial information and projections as of March 31, 2021. It concluded that the operating fund and replacement reserves are adequately funded, with net fund balances as of \$190,683, and \$1,542,216 respectively. The operating fund revenue was favorable to budget for the year to date by \$257, and expenses were favorable to budget by \$67,910, resulting in a net favorable variance of \$68,167. The major expense variances included water being \$80,471 lower than budget and gutter cleaning and insurance commission refunds being unfavorable to budget by \$7,145 and \$8,388, respectively.

It was reported that the Mutual’s attorneys are working on the release of \$15,039 held in escrow as part of the Shea settlement.

Bank account statements were reviewed by two board members as required. All funds are FDIC insured.

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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 through March 31, 2021..
Moved, Seconded, Carried 3-0

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

- Rick West gave the following report:

INFORMATION ITEMS: Work scheduled, In Progress or Complete

1. 2832 SI Front Landing and Rear deck Excel Pedestrian Coating Proposals. Contractor: Perfect Painting - Estimate \$7,947.00. (Work completed).
2. 3004 - 3006 Grey Eagle Woodpecker Damage - Replace all 3 rear Dormers with Hardy Plank. Replace wood trim with Trex along with custom Sheetmetal. Cost to include scaffolding. MOD Estimate \$12,000.00. A motion was made to approve the contract with MOD at a cost of \$12,000.
Moved, Seconded, Carried 3-0
A motion was also made to approve a contract with MOD to repair woodpecker damage at 562 High Eagle in the amount of \$4,888.
Moved, Seconded, Carried 3-0
3. 3124 Grey Eagle - Front and Rear Balcony Railing Safety Hazard - Replace rear Balcony railing due to extensive dry rot. Rebuild with new design. Also replace front Balcony railing as needed due to dry rot. Contractor: MOD Estimated cost \$5,394.00. (Material on order. Work is in Progress).
4. 515 Spotted Owl - Extensive Woodpecker damage. Contractor: Five Star - Includes 40 foot of hillside scaffolding, flashing installation, prime and paint. Estimate \$ 6,500. (Scheduled for June 2021).
5. List of buildings that will need further investigation into possible Dry Rot and Metal Flashing issues. 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 June).

- **Discussion of Proposals for garage door replacements:** No decision was made about replacing garage doors. The board is waiting to hear from our building and finance committees concerning the best way to proceed in a fiscally responsible manner. In addition to the motor and back up battery, the resident is responsible for replacing the spring should the need arise. Mutual 68 established a reserve fund of \$10,000 per annum (starting in 2021 and continuing for 10 years) to pay for new garage doors.

Landscape Report/Landscape Committee Report: Andy Howard, Board Liaison, Barbara Blum, Committee Chair; Rebecca Pollon, Landscape Manager

Barbara Blum gave the following report:

BrightView has been hard at work in Eagle Ridge. We are almost into the final phase of the total landscape rehabilitation. Phase 3, the last phase, will be the work on the Mutual' s

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common areas which will begin soon starting on Saklan Indian Drive and working toward Foxwood. The Back Areas only need the mulch to be complete.

Sunset Park is developing well. It will be completed in a few weeks' time. There will be a wait for the tables and benches to arrive and be installed, but the area will be all planted and ready for strolling through very soon.

The Landscape Committee has received the BrightView Arborist's proposal for tree removal of dead or dying trees in our Mutual. Unfortunately, we have some trees that have not thrived and need to be removed and, in many cases, replaced. Many of these failing trees are in the common area, which is being rehabbed, so it makes sense to remove them at this time.

Nominating Committee Report

Martha Kohler and Peter Yang were the only candidates that came forth by the March 28th deadline and will be elected by acclamation at the June Annual Meeting.

Adjournment to Executive Session

President Fisher adjourned the regular meeting at 1:49 p.m. and the board moved into executive session.

Executive Session Summary

The Board met in executive session to consider a late fee waiver request.

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