

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD MONDAY, NOVEMBER 23, 2020 AT 1:00PM ZOOM MEETING

Call to Order

President Fisher called the meeting to order at 1:01 p.m.

Roll Call

Directors Present: Susan Fisher, President
Andy Howard, Vice President
Bob Grotz, Secretary
Alan Lindquist, Treasurer
Lew Armistead, Director

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

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..... October 26, 2020

The above minutes meeting were approved with a motion.

Moved, Seconded, Carried 5-0

Announcements

- Next Board Meeting: January 25, 2021 at 1pm via Zoom

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 landscaping.

Mutual 68 Disaster Preparedness Group (DPG)

Report to the Board (re: residents forum)

Nov 23rd, 2020

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

- A. Most of the recent potential threats have been lessened except for the spread of COVID 19 which has drastically increased due to travel, more indoor activities, and family holidays/gatherings. Insure you continue your protective measures: mask, hand washing, social distancing, remaining in

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

your “living/close circles”. Naturally, earthquakes, wildfires, etc. still remains a concern. Stay prepared!

- B. A terrific radio training session was conducted last week to ensure readiness to connect Eagle Ridge with Rossmoor’s Command Post as well as to collect key information necessary to endure in the event of an emergency. Thank your zone coordinators for their devotion, time and energy. Also, thank your board for providing the radios they obtained for us some time ago that make this connectivity possible.
- C. Please review the New “Tips and Thoughts” sheet in the board package and available online. Key Areas include:
 - 1. Continue to be prepared for relocation due to wildfires, or other disasters such as earthquakes. Ensure your “go kits” are ready to go as well as animals, medications, etc. See Eagle Ridges web site for contents.
 - 2. Continue to be vigilant when allowing others into your home or visiting others. Reduce your risks by wearing masks, social distancing, washing hands, etc. COVID 19 is increasing rapidly due to weather (more indoors), holiday celebrations, etc. **STAY SAFE. STAY HOME. MASK, WASH HANDS OFTEN, KEEP YOUR DISTANCE!** If you have not gotten your flu shot **NOW** is the time to get it!
- D. Please let me or your Zone Coordinator know how we can better to serve you and assist in your preparation for future events whatever they may be.

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 November 18th and reviewed the Mutual’s financial information and projections as of October 31, 2020. It concluded that the operating fund and replacement reserves are adequately funded, with net fund balances as of \$165,889 and \$1,405,783, respectively. The operating fund revenue was favorable to budget for the year to date by \$1,125, and expenses were unfavorable to budget by \$19,026, resulting in a net unfavorable variance of \$17,901. Much of the unfavorable variance in expenses was again attributable to a large increase in insurance premiums, which were over budget by \$33,567, and water expense, which was over budget by \$24,310. These large negative variances were partially offset by net positive variances in other areas.

The Committee discussed the issue of water conservation, and communications with residents concerning usage in their individual buildings.

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

- **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 October

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

2020.

Moved, Seconded, Carried 5-0

- The Board endorsed the Finance Committee's plan to send an email to all residents urging them to focus on conserving water

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

Rick West gave a maintenance report to the Board.

- It was reported that an emergency approval in the amount of \$3,015.00 was made between meetings for a safety issue on the balcony of 533 High Eagle.
- There is woodpecker damage at 515 Spotted Owl. The Board has received a proposal from Five Star. The Board requested two more bids. A motion was made to approve an amount not to exceed \$6,500 so that an approval can take place between meetings for the work after the other bids are received.

Moved, Seconded, Carried 5-0

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

Barbara Blum gave the following report:

The Landscape Committee met with the Sunset Park designer, Tom Wilhite, on November 17th. We discussed with him his preliminary vision of the landscaping for Sunset Park. The final piece of the design process will be at the Town Hall meeting for residents scheduled for December 15 in the afternoon (final details of time and Zoom log in will be forthcoming closer to the meeting date). This meeting will use Real Time software which will give the viewers an excellent view of the park in all seasons and from all angles. Please mark your calendars for this exciting event.

BrightView has begun the process of re-landscaping the back areas and will continue, weather-permitting, from Foxwood/Falconwood toward Saklan Indian. Once the back areas have been completed, the common areas will be re-landscaped. It is anticipated that the entire Mutual's landscaping will thus be totally rehabbed by October 2021.

*During the initial and follow-up meeting that the Landscape Committee had with Tom Wilhite of Terra Landscape, he indicated that actual planting would not begin until the Spring 2021 after the rainy season was over - he did not specify an actual date; however, it was indicated that this meant not before April 1, 2021. Tom Wilhite's advice is the same as that supplied by Morgan Anderson, ESR's Project Manager, i.e., that Sunset Park's landscaping permit will be subject to seasonal rules set by the City of Walnut Creek.

Other Business

- **Changes required to M68 CC&Rs rental restrictions by CA AB 3182:** The Mutual's attorney will prepare changes to the governing documents to conform to the new law.
- **Update on 3101/3103 Grey Eagle Project:** The Board is waiting for the formal written report from the engineers and City of Walnut Creek stating the project is complete. ESR corrected issues with the fence so that it meets code requirements.

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

Adjournment to Executive Session

President Fisher adjourned the regular meeting at 1:39 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