

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD MONDAY, OCTOBER 26, 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; Paul Donner, Director of Mutual Operations; Tess Haskett Assistant Controller; and Jo Ann Cooper, Financial Analyst.

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 September 29, 2020
Special Meeting of the Board October 5, 2020

The above minutes meeting were approved with a motion.

Moved, Seconded, Carried 5-0

Announcements

- Next Board Meeting: November 23, 2020 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)**

Oct 26th, 2020

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

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- A. The Potential for events remains 1. PSPS events with a shelter in place requirement for up to one week or more, or 2. A relocation event due to fire, earthquake, etc. Have your “Go bags” ready and your communications plan etc. developed.
- B. Radio Training is continuing with a training session in early November so that we can maintain communications with disaster coordinators within Rossmoor and beyond. We maintain both FRS Radios as well as Ham Radios that can transmit beyond Rossmoor to both gather information as well as attempt to obtain resources etc. Thank your Zone Coordinators for all their time, efforts, and work on your behalf. They are all volunteers.
- C. There is a “New Tips and Thoughts” sheet in the board package and available online. Key Areas include:
 1. Be prepared for “long term” power outages and making plans for staying cool.
 2. Ensure your “go kits” are ready to go. See Eagle Ridges web site for contents.
 3. See this month’s “Tips and Thoughts” sheet attached to the board package for added details.
 4. Continue to be vigilant when allowing others into your home or visiting others. Reduce your risks by wearing masks, social distancing, washing hands, etc. It is expected that we will have greater “surges” of both the regular flu and COVID 19. Getting a flu shot is medically advised for most individuals.
- 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 October 21st and reviewed the Mutual’ s financial information and projections as of September 30, 2020. It concluded that the operating fund and replacement reserves are adequately funded, with net fund balances as of \$169,379 and \$1,338,887, respectively. The operating fund revenue was favorable to budget for the year to date by \$695, and expenses were unfavorable to budget by \$7,039, resulting in a net unfavorable variance of \$6,344. Much of the unfavorable variance in expenses was again attributable to a large increase in insurance premiums, which were over budget by \$27,956, and water expense, which was over budget by \$14,935. These large negative variances were partially offset by net positive variances in other areas.

After much discussion regarding the 2021 budget, especially with regard to increased water and insurance expenses, the Finance Committee recommended raising the 2021 coupon to \$1,145 a month.

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

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Civil Code 5500, review of financial statements by two board members for September 2020.

Moved, Seconded, Carried 5-0

- **2021 Budget Report and Projected 2021 Coupon:** Paul Donner gave a presentation on the proposed 2021 Budget. A motion was made to approve the proposed 2021 Budget with an increase of \$70 (6.5%) to the monthly coupon. Beginning January 1, 2021, the monthly coupon will change from \$1075 to \$1145.

Moved, Seconded, Carried 5-0

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

Rick West gave a maintenance report to the Board.

- **Status of pending solar applications:** Bob Grotz stated that one application was sent back to the owner for more information and the committee recommends sending a second application back to another owner to request a solar site survey. A motion was made to approve the recommendation and request a solar site survey from the owner before a decision is made on the second application.

Moved, Seconded, Carried 5-0

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

Barbara Blum gave the following report:

On October 15th, the Landscape Committee met with Curtis Kaul of BrightView to prepare for the upcoming rehab of the back areas in Eagle Ridge beginning with Phase 1 (Foxwood, Falconwood, High Eagle, Grey Eagle, Shadowhawk, Woodwren, Spotted Owl and the south side of Quail Hill) and working throughout the Mutual. Curtis was asked about plant availability as his crew will be beginning in November. He didn't think it would be a problem as many areas are not embarking on re-landscaping projects during the pandemic. He expects all three Phases (all back and common areas) will be completed by October 2021.

There are some steeply sloping back areas which will not be rehabbed. The Zone Reps will contact each resident for which this situation exists and let them know that. If residents have, some years ago, already had their back area rehabbed at their expense, they will receive a mulch refresh so that all the back areas will look newly updated.

Our Sunset Park designer, Tom Wilhite, reports that his rough draft design is just about ready. The Landscape Committee will meet with Tom to discuss his draft and then it will be readied for the Town Hall meeting with the residents for their input. The design should be ready to go out to bid before the end of the year.

Community Information Committee Report: Lew Armistead, Board Liaison

Lew Armistead gave the following report:

Since the beginning of 2020, Eagle Ridge has welcomed 11 new residents. Our standard procedures of getting residents welcomed has proved challenging with COVID but with modifications we are making it work!

Last month we had a total of 96 users on the Eagle Ridge website. Sixty-four percent of those

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users were new users, which is very encouraging. The total web sessions were 227 with 1332 page views.

The CIC is always looking for ways to make the website more robust. Please send suggestions to mutual68cic@gmail.com.

Other Business

- An article will be published in the next Eaglet on organic composting and an ad-hoc committee will be formed.
- AB 3182 – Rental Restrictions was discussed and will take effect January 1, 2021.
- Feral Pig problem was announced that is occurring in nearby Mutuals
- A motion was made to approve an 8% increase on the yearly engagement letter for the annual audit at a cost of \$3,450.

Moved, Seconded, Carried 5-0

Adjournment

President Fisher adjourned the meeting at 2:00 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