

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
MONDAY, OCTOBER 28, 2019 AT 1:00PM
FIRESIDE ROOM – GATEWAY CLUBHOUSE
1001 GOLDEN RAIN RD, WALNUT CREEK, CA 94595

Call to Order

Vice President Todoroff called the meeting to order at 1:00 p.m.

Roll Call

Directors Present: Gail Todoroff, Vice President
Susan Fisher, Treasurer (1:21pm)
Bob Grotz, Secretary
Lew Armistead, Director

Directors Absent: Dwight Walker, President

The Mutual Operations Division was represented by Paul Donner, Mutual Operations Director, Rick West, Building Maintenance Manager, Rebecca Pollon, Landscape Manager; Jo Ann Cooper, Financial Analyst and Lucy Limon, Administrative Assistant.

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

Approval of Meeting Minutes

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

Special Meeting of the Board..... October 10, 2019

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

Moved, Seconded, Carried 4-0

Announcements

- Next Board Meeting: December 2, 1pm, Diablo Room at Hillside Clubhouse

Resident's Open Forum

Ralph Anthenian gave a verbal report: He suggested to the Board to amend the CC&R's in caution of fires for evacuation purposes. He strongly advised residents to be prepared for an evacuation, there could possibly be no notice. He emphasized to the membership to be prepared for a disaster.

3101/3103/3113 Grey Eagle Drive Project Update

Vice President Todoroff announced that the project is still on schedule. Water and erosion control have been completed. There is still no report on the proposed fence proposal or the sewer disconnect proposal.

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

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Paul Donner gave the following Treasurer's Report:

The Finance Committee met today and reviewed Mutual 68's September financial statements. It concluded that the operating budget continues to be funded adequately. Operating fund expenses are approximately \$22,238 over budget as noted previously, primarily because of increased insurance costs. An addition to the 2020 budget incorporates this increase going forward.

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

Following discussion, a motion was made to recommend that the proposed 2020 budget be accepted by the board at its October meeting, including a coupon increase of \$35, bringing the coupon the \$1,075 per household.

Motions were made to refer two matters to the Mutual 68 Board for discussion and action:

- **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 July 2019
Moved, Seconded, Carried 4-0
- **Review of 2020 Budget and Coupon – Paul Donner:** Paul Donner, Mutual Operations Director, gave a presentation of the 2020. A motion was made to approve the 2020 Budget with a monthly increase of \$35 or 3.4%. The monthly coupon amount will change from \$1,040 to \$1,075 beginning January 1, 2020
Moved, Seconded, Carried 4-0

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

Rick West gave the following report:

PENDING ITEMS: Proposals for Review or Approval

1. 2019 Phase III Roof Tune up for 22 Buildings – Timberline Roofing - Cost \$126,840.00 (Scheduled Completion Date: October 31st).
2. Installation of 194 New Mailboxes. Contractor: MOD Cost \$13,198.04. (Work is in Progress).
3. 526 HE Rear side of building Repair Project – Damage due to dry rot above back deck and extensive Woodpecker damage. Contractor: MOD Cost \$8,190.00. (Work is in progress).
4. 562 HE – Woodpecker Damage – Contractor MOD Repair Cost \$1,265.00. (Work is in progress).
5. 546 HE- Woodpecker Damage - Contractor MOD Repair Cost \$1,070.00. (Work is Scheduled).
6. 618 RW – Dry Rot and Woodpecker Damage - Contractor MOD Repair Cost \$2,380.00. (Work is Scheduled).
7. Paint safety strips on 12 additional steps. – Contractor MOD Repair Cost \$569.00.

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(Work has been completed).

8. 5 Front Landings including Stairs and 5 Rear Decks are scheduled for the new Excel Waterproof Pedestrian Coating. The buildings are: 2818 SI / 3023 GE / 526 HE / 503 FW / 505 FW. Contractor: Perfect Painting - Cost \$33,625.00. (Work is in progress).

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

Barbara Blum and Rebecca Pollon gave the following report:

The Mutual 68 Landscape Committee has been very busy. We have met to review the Phase 2 rehab, plan for the new Sunset Park, suggest replacing some necessary lattice shielding and adding new ones around 4plex air conditioner condensers, obtain bids for the design of the 2020 common area and back area rehabs, and advise on the Phase 3 front area rehab which will be complete within 3 weeks. Further details will be discussed at the October Board Meeting.

The Landscape Committee met to discuss the current Mutual landscape concerns.

- **Phase 3** – BrightView has taken a small break, the work is to be complete within 2-3 weeks.
- **Lattice Shields** - Zone reps have identified the condensers that need to be shielded with the lattice work. The committee has created a list of who needs to go first. Rick West to present bids at the next Board meeting.
- **Sunset Park** – The designer for has been selected. Rebecca Pollon and the committee are to meet with him to begin designing.
- **Back Area Rehab** – Landscape committee has received 3 bids. The committee is to meet with Rebecca to pick a designer.
- **Tree Trimming within 30ft and GRF trimming within 100 ft:** Rebecca reported that the work has been delayed because of the heavy windstorms. Is has been rescheduled to being next week. It was also reported the project is to begin on Saklan Indian first due to higher fire exposure.
- **Diablo Fire Safe Grant** – Rebecca reported that M68's grant hasn't been approved yet. However, grants are being passed out through Rossmoor.
- **Brightview Proposal for 3 -year tree care plan** – Brightview has been doing walkthroughs inspecting trees and their needs. They are proposing a 3-year plan/contact, which will help in budgets. The proposal in not complete yet, but once complete the landscape committee with meet with Rebecca to go over.
- **Urban Forest trimming/thinning beyond 100ft Defensible Space** – No update.

Community Information Committee Update: Lew Armistead, Board Liaison

Lew Armistead gave the following report:

The Community Information Committee has completed its project to register Mutual 68 residents for the new website, m68eagleridge.com. With the help of Board members and two members of the Disaster Prepared-ness Group, all but 32-unit owners were registered. The CIC will now focus on ways the website can be improved and signing up all new owners in Mutual 68.

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It should be noted that while the registration project is done, Eagle Ridge residents can still sign up and receive the benefits of the website. If you know of someone who would like to register, you can inform the CIC at mutual68cic@gmail.com.

Social Committee Report: Lew Armistead, Board Liaison

Lew Armistead provided the following report:

The Social Committee is focusing its attention on the upcoming Holiday Gala scheduled for Monday, December 9, at the Event Center starting at 6 p.m.

Classic Catering is coming back as our caterer and will offer a seated three-course meal. The evening will start with a hosted bar with passed Hors d' oeuvres. After dinner we' ll be entertained again by Jeff Wessman and his "A Swingin' Affair."

Dinner will begin with a salad of Baby Lettuce with Bosch Pear, Heirloom Tomato, Tri-Colored Bell Pepper, and Seeds with Cider Cinnamon Vinaigrette. Bread with Kalamata Olive Loaf and Rosemary Sourdough with Butter will also be served.

There will be three choices for dinner—

- Seared Salmon Filet with Lemon Dill Creme Fraiche and capers, Risotto & Vegetables, and Sweet Baby Carrots
- Tender Beef Filet Roast with Crimini Mushroom & Demi Sauce, Roasted Yukon Gold Potatoes, Sweet Baby Carrots
- Hearty Winter Vegetable Risotto Bowl (V-GF)

Dessert will be a Tartlette with Lemon Curd Raspberries & Strawberries with Whipped Cream & Berry Sauce Drizzle.

The Committee is currently working on the invitation, and you should look for one in your tube next month.

Tickets are \$55 per person, and all Eagle Ridge residents, their guests and former residents who still live in Rossmoor are welcomed.

Unfinished Business

- Owner Acknowledgement of MOD Billable Work: Mutual work not complete.
- Organic Recycling – postponed until 2020

Adjournment to Annual Meeting

Vice President Todoroff adjourned the meeting at 2:11 pm.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of

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Director's meeting.

Respectfully Submitted,

Lucy Limon
Administrative Assistant