

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD MONDAY, SEPTEMBER 29TH, 2022, AT 1:00PM ZOOM MEETING

Call to Order

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

Roll Call

Directors Present: Andy Howard, President
Martha Kohler, Vice President
Alan Lindquist, Treasurer
Peter Yang, Secretary
Rick Hague, Director

The Mutual Operations Division was represented by Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; 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 August 22nd, 2022

Alan Lindquist 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: Thursday, October 27th, 2022, at 1pm via zoom.
- Special 2023 Budget Meeting: Thursday, September 29th, 2022, at 2pm via zoom.
- Residents are reminded that the quickest and most efficient way to have a question answered or problem addressed concerning Mutual 68 is to email m68board@rossmoor.com
- If a problem needs to be addressed concerning a building or landscape issue, please email workorder@rossmoor.com or 925-988-7650

Presidents Report

President Howard presented the following report:

President's Report – M68 Board Meeting September 29, 2022

- CEO Retirement
 - Tim O'Keefe will be retiring effective November 15, 2022, although has indicated that he will stay on until the end of 2022, if necessary, in order to allow a new CEO to be selected

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- Accounting Update
 - Mutual budgets to be approved Oct-Nov by each mutual board
 - M68 Special Budget Meeting to follow today's Board meeting with expected presentation of the 2023 budget and coupon to the Board during the October Board meeting
 - Jenark replacement project (2022-2024)
 - Net cost with GRF 2021 surplus and 2022 surplus - \$504, 369
 - Loan from GRF with payment over 5 years
 - Cost/manor/month - \$1.32, this was rescinded at today's GRF Board meeting and no additional cost will be passed on to the residents of Rossmoor
- Insurance Update
 - Changing property insurance master policy year to Oct 1st to Sep 30th
 - Negative impact will be in 2023 – insurance premium payable in Jan 2023 for 9 months and again in Oct 2023
 - Positive impact in 2024 – majority of mutuals already paid the first 9 months of the calendar year and the next premium would not be due until Oct 2024 with 9 months of collection from the monthly coupon reducing/eliminating borrowing from the Reserves
 - Change supported by 65% of the mutuals and 71% weighted by number of homes
 - Final decision GRF Board
- EBMUD Project Update
 - Pipeline installation work has been delayed and is now estimated to begin in November, weather permitting otherwise it will be delayed until spring 2023
 - The duration of the installation will be approximately 4-8 weeks with the use of Grey Eagle Drive as the primary access route for the first 2-4 weeks, after that the primary access route will be Castle Crest Road from Alamo
 - After 1-2 weeks, as the crew moves up EBMUD's access road, noise will no longer be noticeable
 - Staging of materials will be on EBMUD's property
 - Work hours are 7:30am – 5:30 pm Monday-Friday
 - Future capital work on the Castle Hill Reservoir demolition is scheduled to start in 2023 or 2024 and be completed by early 2025

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. No comments were made.

Ralph Anthenien presented the following report:

Mutual 68 Disaster Preparedness Group (DPG)

Tips and Thoughts

September 29th, 2022

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Re: Your Health: Several things to “work into” your busy schedules. Plan on getting your annual flu shot as well as the “newest” Booster that just came out recently. Note that the Booster is its strongest in its first 3 months, so some individuals are obtaining theirs in the first to mid parts of October to insure they have the best protection during the holiday/travel season Oct 15th thru Jan 15th. Note that it takes about two weeks to obtain the best immunity from the Booster. Check with your health care provider to determine what’s best for your situation. It’s expected that the number of cases of the flu and COVID-19 may rise during this Fall. Remember too that the flu causes severe problems for “mature” individual and is an important inoculation to obtain. The advice today is that you may even get both shots at the same time. Again, have the necessary protective supplies at home should another version call for isolation, etc. (Sanitizer, Alcohol, Masks). There have also been some shingles outbreaks so insure you have the latest on that nasty disease (There is a second one providing better protection than an earlier one given several years ago).

Future Event Preparation

It’s so nice to be receiving some rain but unless we receive more rain, what we have gotten may just encourage some growth that later just adds to the “fuel” for future potential wild-fire risks. Remember too there are other “event” risks we face in California namely, Earthquakes. Insure you have not only maintained your “go bags” for you and your pets but also have the necessary supplies in the event of a “shelter in place” order. Insure you have a communications plan to notify someone outside your area of your status (another state, etc.) such that all family members can check into to provide their status and where they might be going. Ensure your battery banks are charged up (at least once a month) which are also so handy to provide power to your phones while travelling. Do you have a flashlight near your bedside? Is it hanging on a hook or something to prevent movement during an earthquake. Do you have slippers nearby? (There may be glass breakage). Do you have a pry bar in your bedroom to open a swaged exit door? Have you or your neighbors attended a “essential skills” training session? Please inquire with your Zone Coordinator or Ralph Anthenien to arrange one. Those skills are essential survival tools during and following an event. Do something to improve your readiness posture each week. Check your supplies, Obtain some missing ones, Work on your communications plan or contacts., etc. Your M68 Website has many suggestions as well as the EPO website. You will have no time to improve your readiness after an event occurs. Do it now!!

What’s new? What might be coming your way? Are YOU READY?

Roving blackouts, Wildfires, Windy/Wet Weather, Water Shortages, Smoky, Contaminated Air, Shelter in Place, Evacuations - Voluntarily or by order and more.

Remember when that alarm/alert goes off, there is NO TIME TO PREPARE! It’s a come as you are party!! What are YOU WEARING??!!

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

Treasurer Alan Lindquist gave the following report:

The Mutual received its financial statements for the period ended July 31, 2022. They reflected net fund balances of \$374,212 in the operating account, and \$1,601,320 in the reserve fund. The operating revenue was favorable to budget for the year to date by \$95,385,

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and expenses were favorable to budget by \$39,117, resulting in a total favorable budget variance of \$134,502. The revenue variance was caused largely by a refund of \$94,631 from GRF. The major expense variances were water, which was \$57,096 under budget, and legal fees which were \$13,046 over budget. The Finance Committee did not meet in September but will review these financial statements when it meets in October.

Bank account statements were reviewed by two board members, as required. All accounts are covered by FDIC insurance.

- Motion to certify compliance with Civil Code 5500, review of financial statements by two Board members:

Alan Lindquist made a motion, seconded by Martha Kohler to certify compliance with California Civil Code, Section 5500.

Moved, Seconded, Carried 5-0

Building Committee Report: Martha Kohler, Board Liaison

Rick West, Building Maintenance Manager, gave the following report:

INFORMATION ITEMS: Work scheduled, In Progress or Complete

1. **Common area Metal Railing repainting. Includes sanding spot priming with rust inhibitor and Rustoleum oil-based finish coating.**

Contractor: CVP estimate \$27,750.00

Project update.

2. **Safety Inspections and maintenance Service Agreement on 222 Garage Doors.**

Contractor: A-Dependable Overhead Door Co. Estimate \$25,530.

MOD's cost to paint a Single Door \$345.00 / Double Door \$391.00.

Martha Kohler will be sent any change orders for approval as needed.

Work is in progress.

3. **List of buildings that have been looked at for possible Dry Rot and Metal Flashing issues.**

Contractor: MOD. Destructive Testing Completed.

**576 High Eagle Ct. – Soffit Dry Rot.
537 High Eagle Ct - Flashing and Dry Rot.
535 High Eagle Ct. – Flashing and Dry Rot.**

Projects are going out to Bid.

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4. Resealing around all window and door trim with caulking to prevent dry rot. Contractor: MOD. Time and Material Project scheduled for winter 2022 weather permitting.

2021 Budget \$84,000.00.

Work is in progress.

5. 614 /616 Redwing Court - Soil erosion and Deck inspection update.

Contractors: FWC / Cal Engineering / ESR.

Project out to Bid.

6. The Mutual 68 SB326 Raised Component inspections will be completed over 2 years in 2 phases By a Licensed Structural Engineer. Contractor: FWC

Phase I -2022 - cost \$49,252.00 / Phase II - 2023 - cost \$50,289.00 / Total Cost \$99,541.00.

A report will be generated after completion of each phase.

Waiting for report.

7. Additional Dry rot and woodpecker damage discovered and repaired by MOD during scheduled recaulking trim project.

533 HE – 32ft of new belly band installed included prime and paint - cost \$1,265.00.

540 HE – dry rotted Railing 60 ft of new designed railing, posts and pickets installed.

Cost \$3,967.50.

585 HE – dry rotted Railing 35 ft of new designed railing, posts and pickets installed.

Cost \$2,750.50.

3005 GE – 2 new sheets siding, new trim and paper. Cost \$1,874.50.

Work scheduled or in progress

Martha Kohler mentioned that the storage closets will be cleaned out during the next few weeks. She thanked Luis Duenas for all his hard work on this project.

A motion was made by Martha Kohler, seconded by Alan Lindquist to approve alteration application #48413 for Solar Panel installation.

Moved, Seconded, Carried 5-0

Landscape Report/Landscape Committee Report:

Barbara Blum gave the following report:

The M68 Landscape Committee did not meet in September due to the absence of half of our members who were traveling. However, we have issues and information which needs to be aired.

M68 has agreed to create a tree care plan by having Walk Arouns with Steve Ormond, the GRF Arborist, and the Zone Reps. Those Walk Arouns have been completed. Our understanding is that the week of September 26th, Steve will walk the Mutual again, this time with Brian, BrightView Arborist, and a representative from Waraner. The recommended tree

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work will then be put into proposal form by these two companies for the Board's perusal.

The mulch refresh for Phase 1 has been completed.

A resident has complained about the turkeys making a daily mess of the mulch at 3001 Grey Eagle and has asked that remediation be found. This is a problem which is prevalent throughout the Mutual, especially where mulch has replaced turf. The Committee is researching ways to solve this issue.

BrightView has presented the Committee with a proposal to treat the Sycamores with Anthracnose prevention as we have done in the last several years. The Committee has been asked to respond to this request and will make a recommendation to the Board.

A motion was made by Peter Yang, seconded by Rich Hague to accept the proposal from Brightview to treat the Sycamores for the annual prevention of anthracose at \$4,961.

Moved, Seconded, Carried 5-0

CIC Committee Report: Rick Hague, Board Liaison; Barbara Walker, Chair

Barb Walker gave the following report:

CIC met on September 7, 2022. The committee discussed the following and made an action plan to:

- Update the current M68 website
- Ascertain the best way to reach new residents. M68 residents are encouraged to check out this publication given to all new residents. https://www.m68eagleridge.com/editor_upload/File/Welcome%20Packet/Welcome%20Packet_revised%202022-03-07.pdf
- Have a contingency plan for the Eaglet in the event of monthly time constraints.

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

SAVE THE DATE

December 12 for the Holiday Party at the Event Center!

More info to come.

Trash Committee Report: Susan Fisher, Chair

Pina Royer gave the following report:

The committee recommended cleaning of the green organics carts twice year. Andy Howard, our Board liaison, approved the recommendation at our most recent meeting. An e-blast was sent out Tuesday notifying the residents that the cleaning will take place tomorrow, Friday, September 30th.

The committee unanimously recommends that the Board request green organic carts for each duplex and triplex manor. It is now required by law as of January 1, 2022, that we all separate

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our trash into landfill, recycle, and organics. It is now essential that we make it as convenient as possible for our residents to dispose of their compost properly as well as their other trash.

The committee is looking for a representative from Shadowhawk, Red Wing, Woodwren, Falconwood, and/or the Trash Committee.

A motion was made by Andy Howard, seconded by Martha Kohler to provide a green bin to each duplex and triplex home.

Moved, Seconded, Carried 5-0

New Business

No new business

Adjournment

With no further business to address President Howard adjourned the meeting at 1:57 pm.

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