

WALNUT CREEK MUTUAL SIXTY-EIGHT (EAGLE RIDGE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, MAY 27, 2014 1:00 P.M.
BOARD ROOM, GATEWAY COMPLEX
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

President Barbara Blum convened the Regular Meeting of the Board of Directors of Walnut Creek Mutual Sixty-Eight at 1:00 p.m. on Tuesday, May 27 2014, in the Gateway Board Room, 1001 Golden Rain Rd., Walnut Creek, California 94595.

<u>ROLL CALL</u>	PRESENT:	Barbara Blum	President
		Diane Mader	Vice President
		Jim Hartnett	Treasurer
		Mary Hufford	Secretary
		Tim Christoffersen	Director

Mutual Operations staff was represented by Paul Donner, Mutual Operations Director; and Rick West Building Maintenance Manager; Rich Perona, Landscape Manager; and Sharon Fees, Board Coordinator.

Ten additional Mutual members were present.

Barbara Blum welcomed Board Directors, staff, and the other Mutual members. She thanked everyone for their attendance.

APPROVAL OF MINUTES

Barbara Blum asked if there were any additions or corrections to the following minutes:

Regular Meeting of the Board -- April 28, 2014

With no additions or corrections requested, the minutes to April 28, 2014 Regular Meeting of the Board stand approved.

ANNOUNCEMENTS

Blum announced that the Annual Members' Meeting will be held on Monday, June 9, 2014, at 3:00 p.m. in the Fireside Room of the Gateway Complex and that the next Regular Meeting of the Board will take place on Monday, June 23, 2014, beginning at 1:00 p.m. in the Gateway Board Room.

RESIDENTS' FORUM

Several Residents and Board Members had questions about fire abatement. Rich Perona responded to these questions. Perona also explained the fire abatement practices that are performed on behalf of the Mutual. He continued by outlining the fire

abatement measures that are taken by GRF on Trust property. He reminded the assembled group that the Mutual is in full compliance with the requirements set by the Contra Costa County Fire Marshall.

Sharon Collins, 2936 Saklan Indian: Ms. Collins inquired if the Mutual is responsible for the deck coating at her unit. It seems that the former owners had the surface installed and, therefore, is the responsibility of the owners of the unit. It was recommended that Collins contact the former owners to find out about the deck surface and its history.

Collins commented that there is an excessive number of trees in a common area near her unit. She emailed the work order desk to request that some significant selective pruning be performed in this area. She was informed that her request was denied. Barbara Blum promised to look into this matter. Collins concluded that there are a couple of irrigation control valves that she is aware of that seem to be leaking. Barbara Blum will communicate this information to the irrigation technician.

Shelly Zell, 503 Falconwood Court: Ms. Zell presented a package of information concerning her proposal and request that the Mutual allow her to install hard-surfaced flooring in several areas of her unit. Zell answered Board Director questions and was thanked for fulfilling the Board's request to provide them this information. A formal decision concerning the entire Alteration Application is scheduled to take place at the next regular meeting of the Board.

FINANCIAL REPORT

Jim Hartnett presented the May Treasurer's report.

Actual Operating Fund revenues for the month of April totaled \$148,196. Expenses were \$147,248 for a monthly excess of revenue compared to expenses of \$948.

Year to date Operating Fund revenues received of \$592,728, whereas expenses totaled \$526,319 for an excess of revenue to expenses of \$66,409.

Significant to this budgeted year to date income is that water expenses are considerably under budget.

August 30 Fund Balances are:	Operating	\$109,814
	Shea	44
	Reserve	777,259
	Total	\$887,116

The Reserve Fund's revenue year-to-date totaled \$70,462. Expenses were \$45,376, resulting in a surplus of revenue over expenses of \$25,086.

BUILDING MAINTENANCE

Sewer Back-Up Protection: The test building, 2928 SI is currently having a secondary back-flow device installed by Stoddard Plumbing.

Stain for fences, tables, and benches. Diane Mader moved and Tim Christoffersen seconded to approve the estimate provided by CVP for \$2,650 to stain the fences, tables, and benches. The motion passed unanimously.

Phase Four Building Rehabilitation: This is ongoing by MOD.

3103 GE: Toupin Construction has scheduled Ply Gen Window Company to make the repairs on May 29. The wall inspection will also take place on May 29.

Railing painting: Diane Mader moved and Jim Hartnett seconded to approve the bid provided by CVP for the amount of \$23,015 to prepare and paint all of the Mutual metal railings.

Bird Proofing at 532 SO and 3002 GE by Pacific Trim: This work is still on hold until mid-autumn.

REPORT ON THE PRESIDENTS' FORUM -- Barbara Blum

No report was given as the Presidents' Forum will take place two days from now. The report from the Presidents' Forum was subsequently submitted after the Board meeting. (Please see attached.)

REPORTS OF STANDING COMMITTEES

BUILDING COMMITTEE -- Jack Cassidy, Chair; Mary Hufford, Liaison

No further report was given.

CIC -- Vickie Hipkiss, Chair Diane Mader, Liaison

Diane Mader reported that a new edition of The Eagle Ridge News (TERN) is ready to be published.

SOCIAL COMMITTEE

Jim Hartnett reported that 91 people paid for the Spring Brunch and that 87 attended. The income for the event was \$2,275 and expenses were \$2,280 resulting in a \$5 deficit. Harnett was commended for the Committee's excellent budgeting. Feedback about the Spring Brunch was provided to Harnett.

EMERGENCY PREPAREDNESS -- Bob Heyden, Chair; Jim Hartnett, Liaison

Bob Heyden reported that three new Emergency Preparedness volunteers have been recruited in Mutual 69.

The question arose as to whether the emergency contact information that the Mutual gathers from residents should be shared with MOD. After considerable discussion it was decided that a mass mailing to the Mutual 68 membership would be the best way to get contact information updated. The mailing will include the form that MOD uses and a cover letter explaining the goal of attempting to capture resident emergency information for MOD's use.

NOMINATING -- Mary Hufford, Chair

No report was given.

LANDSCAPE -- Barbara Blum, Chair; Tim Christoffersen, Liaison

Tim Christoffersen reported that several areas of leggy rosemary plants have been identified for removal. Through some research, Christoffersen discovered that the Mutual will experience savings in water and maintenance once these old plants are removed.

HOLIDAY DECOR -- Mike Casey, Chair; Diane Mader, Liaison

No report was given.

DATA BASE -- Jo Jones, Chair; Vickie Hipkiss, Co-Chair

Jo Jones has available the latest copy of the Mutual 68 contact directory. It will also be attainable at the upcoming Annual Meeting.

AD/HOC TRUST REVIEW/REVISION

No report was given.

UNFINISHED BUSINESS

Parking Issues: In the effort to curb parking violations, an article reminding residents of the parking policies will be published in the upcoming edition of TERN.

NEW BUSINESS

Rosemary Removal: Tim Christoffersen moved and Diane Mader seconded to approve the expenditure of \$20,000 for the removal of rosemary plants as identified by the Landscape Committee. The motion passed unanimously.

Electric Vehicle Policy: Diane Mader and Tim Christoffersen volunteered to research this matter.

Fire Abatement: This issue was discussed under Residents Forum.

Upper Unit Flooring Policy: It was the consensus of the Board not to change the current policy.

ADJOURNMENT

With no further business to discuss, the May 27, 2014 Mutual Sixty-Eight board meeting adjourned at 3:15 p.m.



Sharon Fees, Assistant Secretary
Mutual Sixty-Eight