

WALNUT CREEK MUTUAL SIXTY-EIGHT (EAGLE RIDGE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, JULY 28, 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 Monday, July 28, 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
		Tim Christoffersen	Treasurer
		Mary Hufford	Secretary
		Larry Cahn	Director

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

Five 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 – June 23, 2014
Executive Session of the Board – June 23, 2014

With no additions or corrections requested, the minutes to both the Regular Meeting and the Executive Session of June 23, 2014 stand approved.

ANNOUNCEMENTS

Blum announced that the next Regular Meeting of the Board will take place on Monday, August 25, 2014, beginning at 1:00 p.m. in the Gateway Board Room.

RESIDENTS' FORUM

No presentations were made.

FINANCIAL REPORT

Tim Christoffersen presented the July Treasurer's report.

June 30 Fund Balances are:	Operating	\$ 74,542
	Shea	44
	Reserve	<u>735,499</u>
	Total	\$ 810,085

Year to Date revenue over expenses is \$31,137 compared to a budgeted amount of \$1,294.

The Board requested that Christoffersen create an additional report on water use that shows units used per meter with prior date comparisons.

REPORT ON THE PRESIDENTS' FORUM -- Barbara Blum

Barbara Blum presented the following:

Renewed Comcast Offer Update – Mutual 59 is surveying its residents, but all other Mutualls which previously were considering entering into the Comcast Bulk Offer have decided to drop the idea.

Insurance Payment Recovery – Some Mutualls have a considerable amount of money tied up in payments for, as an example, water leak rehabilitation, which is never recovered by the Mutualls from insurance companies.

Parking – Many Mutualls are also having parking issues. Some have resorted to fining residents for non-compliance.

EBMUD Water Conservation – Dave Langridge of EBMUD spoke about water conservation and the drought. He reported that the current drought is the second worst one in EBMUD history. Our water comes from Pardee Reservoir (in Amador Country) via three aqueducts and gravity. We also have a supplemental water supply called the Freeport Project from which we can draw more water if necessary. The main suggestion was to make use of the Water Budget reports supplied via email from EMBUD every two months when the meters are read. This is a free service. The main issues to watch out for are irrigation run-off (call these in when you see these problem areas) and monitor leaks indoors. Toilets are the biggest offenders. Homes are required to have low-flow toilets (1.3 or 1.6 gallons). There will be two Water Conservation Fairs (Aug. 22 and 29) in Rossmoor where each participant will receive free home water conservation kits. Check the Rossmoor News for more details. As an aside, the speaker said that the Rossmoor Golf Course is a very efficient user of water despite having 100 acres of turf.

Fire/Emergency Preparedness Seminar – On August 26 in the Fireside Room from 9 a.m. – 12 noon there will be a Fire/Emergency Preparedness Seminar in the Fireside Room. Some topics to be discusses are Fire Safety in the Home, Wildland Fires, and

the Emergency Preparedness Approach. There will be fire safety and fire equipment on display and many handouts. This Seminar is being sponsored by GRF Public Safety, Rossmoor EPO, and CERT.

BUILDING MAINTENANCE

Sewer Back-Up Protection: The test building, 2928 SI has had the secondary back-flow device installed by Stoddard Plumbing. The invoice for this building totaled \$3,350. Stoddard will also submit an estimate for a per-unit installation for the other buildings requiring a secondary device.

Stain for fences, tables, and benches/painting of trash enclosures and railing: This project is complete. West will get these items on a regular rehabilitation schedule.

Phase Four Building Rehabilitation: This is ongoing by MOD and is approximately 95 percent complete. The total cost thus far has come to \$41,674. Painting will come to approximately \$10,000.

Bird Abatement: All Clear continues to complete open work orders.

2936 SI: Kevin of Perfect Painting drilled deep weep holes in the deck. He submitted an estimate of \$75 per front porch/landing for drilling proper weep holes.

The Board requested that Rick West investigate the back decks of residences to ascertain if drilling weep holes in those would be warranted.

2886/2889 SI Fire: The fire and flood dry-out and "put back" is ongoing. It is scheduled that the homeowner of 2886 should be able to move back into her unit on August 6. Thus far all bills for work done have gone straight to the insurance companies.

Crawlspace Fan 2872 Saklan Indian: Tsang Electric installed a new humidistat. The fan itself works properly, but the humidistat was not functioning. To keep the space dry, the fan should run anywhere from 30 - 60 minutes per week.

Jo Jones (2992 SI) and Loretta Wimpress (2998 SI) reported that there is a lot of moisture under their homes and requested that the Mutual have the crawlspaces under their units be inspected. Rick West said that he would have this done.

Painting of lamp posts: The estimate to paint the shrouds of each of the 62 street lamp posts is \$2,725.

The Board requested that West get an estimate from 5-Star Painting for painting the entire pole of the 62 street lamp posts.

Rick West responded to the group's questions and comments.

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 the present goal is to have The Eagle Ridge News (TERN) published three times a year. Content for the newsletter is always welcome. She encouraged residents to participate in the Yahoo chat group.

SOCIAL COMMITTEE – Wendy Dorband and Elaine Harris, Co-Chairs; Larry Cahn, Liaison

The August 9 Summer Picnic currently has 97 reservations.

EMERGENCY PREPAREDNESS -- vacant

No report was given.

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

No report was given.

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

No report was given.

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

Jo Jones presented her report.

Jo Jones vehemently disapproved of sharing resident emergency information with the Member Services Department or spending resources in helping to gather information for the Trust Database.

UNFINISHED BUSINESS

Zell Alteration Request: Diane Mader moved and Tim Christoffersen seconded to approve the installation of a sliding door in place of the current window located in the Breakfast Nook of 503 Falconwood Ct. The motion was approved unanimously.

Parking Regulation Infractions: The Board agreed that follow-up letters should now go out to individual residents who are suspected of violating the parking policy.

Electric Vehicle Policy: This matter will be taken up at the next board meeting.

Fire Abatement Task Force Report: Brant Free presented his report. He, Tim Christoffersen, and Martijn Lemmens performed a walk-through of the Mutual with CCC Fire Abatement Specialist, Kathy Woofter. The walk with Woofter was only 45 minutes which did not allow enough time for all that Free wanted to cover.

Woofter did point out several areas that needed more attention to be in compliance with CCC Fire Abatement Procedures.

Barbara Blum added that Rich Perona and Waraner Tree Service have identified several trees within 30 feet of buildings off of Falconwood, Saklan Indian, and Grey Eagle that should be trimmed to be in accordance with CCC fire abatement procedures so that all of the branches are cut back a minimum of 10 ft. up the trunk. The cost to do this work is approximately \$18,000.

Blum learned that most of these trees are actually on Trust property; not that of the Mutual.

The Board wants to present this cost to the GRF.

Late Fee: Tim Christoffersen moved and Diane Mader seconded to deny the late fee waiver request submitted by the homeowner of File No. 68-068-049. The motion passed unanimously.

NEW BUSINESS

There was no new business to discuss.

ADJOURNMENT

With no further business to discuss, the July 28, 2014 Mutual Sixty-Eight board meeting recessed to an Executive Session at 3:20 p.m.



Sharon Fees, Assistant Secretary
Mutual Sixty-Eight