

WALNUT CREEK MUTUAL SIXTY-EIGHT (EAGLE RIDGE)  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
MONDAY, SEPTEMBER 28, 2015 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, September 28, 2015 in the Gateway Board Room, 1001 Golden Rain Rd., Walnut Creek, California 94595.

ROLL CALL

PRESENT:

Barbara Blum  
Mary Hufford  
Larry Cahn

President  
Secretary  
Director

EXCUSED:

Diane Mader  
Tim Christoffersen

Vice President  
Treasurer

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

Thirteen additional Mutual members were present.

Barbara Blum welcomed the invited guest, 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 – August 24, 2015

Executive Sessions – August 24, 2015; September 10, 2015

With no additions or corrections made, the minutes to the three above-listed meetings stand approved.

ANNOUNCEMENTS

Blum announced that the next meeting will take place beginning at 1:00 p.m. in the Fireside Room. This will be a combined Annual Budget and Board Meeting. All residents are encouraged to attend this combined meeting as many important issues will be addressed.

## RESIDENTS' FORUM

Judy Box, 597 HE: Ms. Box alerted the Board that her mailbox post is about to fall down and that it needs repair. This was noted by the Board and Rick West

## FINANCIAL REPORT

August 30 Fund Balances are:	Operating	\$	69,180
	Shea		(324)
	Reserve		706,406
	Total	\$	775,262

## BUILDING MAINTENANCE -- Rick West

606 RW Retaining Wall: The Soils Engineer from GEC Consulting is preparing specifications for the rebuilding of the retaining wall which was necessitated by soil erosion. A bore sampling will take place on September 28 per the request of the engineer. The results will go back to Bertolami Engineering in order to get a final scope of work out to bid.

3144 GE : Landing replacement is being completed by AMAC. The project should be finished by October 1.

3113 GE, 3115, and 559 HE GE Balcony Repairs: Larry Cahn moved and Mary Hufford seconded to award Toupin the contract to rebuild the red-tagged balconies located at 3113 GE, 3115 GE, and 559 HE for the amounts, respectively, of \$3,400, \$3,400, and \$6,885. The motion passed unanimously.

Phase I Painting and Carpentry: The work is in progress by MOD. The estimated costs are \$70,000 for materials and labor. There is an additional cost of \$200,000 for painting that will take place next spring.

Overflow Protection Devices: Davis Plumbing is making appointments with residents in order to start work on the overflow protection devices. Seven of these are now complete.

### Follow-up Items:

Deck and stairwell inspections: A&R Construction will conduct inspections of all decks and stairwells for dry rot and water intrusion issues. The cost is \$55 per hour of work performed and it is estimated that each inspection will take approximately 20 – 30 minutes each. An amount of not to exceed \$2,000 was previously approved by the Board. Notices for making appointments are being sent to residents.

Gutter and Downspout Cleaning: All Clear is almost finished with the gutter and downspout cleaning.

West fielded board director questions and concerns.

### REPORT ON THE PRESIDENTS' FORUM -- Barbara Blum

#### **Les Birdsall, GRF President - Updates**

Del Valle Fitness Center Renovation Project is on hold until January. At that point, the new CEO will have been on the job for a couple of months and will be in a better position to advise. The Solar Project is moving smoothly. The vendor has been chosen and the Power Purchase Agreement is being developed. The new CEO's start date is November 16th. Warren's last day of work will be November 25. The GRF Policy Committee is working on simplifying the language in the policy which relates to the Membership Fee and owning more than one unit. GRF would like input from the Mutuals on this issue.

#### **Warren Salmons, CEO - Updates**

The Operating Budget includes building a reserve for Trust Maintenance and has no increase for Comcast services. It looks like the increase on the coupon will be \$5 per unit/per month. In October the Broadband consultant will present a White Paper (recommendations) which may include Bulk Services (similar to what we currently have with Comcast) among other items.

#### **El Niño Planning**

Paul Donner reviewed the details of how MOD is preparing for what may be a very wet fall and winter. Included in the preparations are: gutter cleaning, drain cleaning, drainage ditch cleaning, putting out waddles (straw), landscape crews, in pairs, doing drive-bys to check for problems, teams may need to work overtime overseeing potential problems with roofs, trees, and plumbing.

#### **Problem with Residents Doing Alterations without Permits**

3rd WC Mutual is having a problem with a resident(s) who put in unauthorized hardwood flooring, told to "cease and desist", but won't budge. The question was asked of the Presidents if anyone has such a problem and what they do about it.

### REPORTS OF STANDING COMMITTEES

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

Jack Cassidy reported that the Committee will do a mailbox/post survey for the Mutual as requested by the Board.

Cassidy thanked Brant Free and Mike Casey for volunteering to be on the Committee.

CIC -- Vickie Hipkiss, Chair    Diane Mader, Liaison

No report was given.

SOCIAL COMMITTEE -- Wendy Dorband/Elaine Harris, Co-chairs; Larry Cahn, Liaison

Larry Cahn reported that preparations for the Holiday Party are underway.

EMERGENCY PREPAREDNESS -- Brant Free, Chair; Tim Christoffersen, Liaison

Brant Free reported that the August 29, a city-wide CERT emergency drill was an important learning experience for the City and for volunteers. More than half of the city-wide participants were from Rossmoor.

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

Barbara Blum reported that the Committee will have a meeting in October. A date will be announced once it is set.

Blum announced that three identified grassy areas are in the process of going through turf removal and re-landscaping with higher quality wood chips.

Water usage for one residential meter is particularly high. MOD is attempting to get in touch with the residents of the two units that this meter serves in order to investigate any potential problems inside the units.

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

No report was given.

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

No report was given.

COLOR PALETTE -- Mary Hufford, Chair

Mary Hufford reported that they are continuing to research paint options.

UNFINISHED BUSINESS

Smoke Detectors: The replacement of smoke detectors throughout the Mutual was discussed. It was decided that an informational letter would be distributed to all of the homeowners of Mutual 68 encouraging them to take advantage of the "group pricing" that will be offered. This letter will also explain the need to replace the aging smoke detectors.

Solar Energy: The policy was mailed out to the membership for comment and the Solar Energy Policy will be formally adopted at the October Board Meeting.

### NEW BUSINESS

Auditor: The choice of a financial auditor for 2015 has been put on hold until the Board can obtain the names of other potential candidates.

Alteration Application for 607 Foxwood: Home alterations requested for 607 Foxwood were approved by the Board with the exception of a hard gas line that was requested to be installed to supply gas to a deck grill. The Board wanted to investigate the safety of the proposed new gas line and whether it requires a City permit before it approves this alteration request.

### ADJOURNMENT

With no further business to discuss, the September 28, 2015, Mutual 68 board meeting recessed to Executive Session at 2:20 p.m.



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Sharon Fees, Assistant Secretary  
Mutual Sixty-Eight