



Mutual No. Eight

QUARTERLY MEETING MINUTES OF THE BOARD
TUESDAY, AUGUST 15th, 2023, AT 1:00PM
IN-PERSON AND ZOOM MEETING
BOARD ROOM – GATEWAY ROOM
1001 GOLDEN RAIN RD – WALNUT CREEK, CA

Call to Order

President Coleman called the Quarterly Meeting of the Board of Directors to order at 1:02 p.m.

Roll Call

Directors Present: Dick Coleman, President
Vacant, Vice President
Bob Eisner, Secretary
Judy Graboyes, Treasurer
Alfreda Bell, Director

Mutual Operations Staff Present:

Rick West, Building Maintenance Manager.
Lucy Limon, Board Services Coordinator.

Accept Resignation of Luther Avery from the Board of Directors

Moved, Seconded, Carried 4-0

Appointment of John Kawamura to Board Vacancy

A motion was made to appoint John Kawamura to the vacancy on the Board of Directors until the end of term, 2026.

Moved, Seconded, Carried 4-0

Approval of Minutes

President Coleman asked for any corrections and/or additions to the following sets of minutes:

- Annual Meeting Minutes June 8th, 2023
- Organizational Meeting Minutes June 8th, 2023
- Executive Meeting Minutes June 28th, 2023
- Quarterly Meeting Minutes February 14th, 2023
- Ballot Count Meeting Minutes..... May 8th, 2023

The Board made a motion to approve the aforementioned minutes.

Moved, Seconded, Carried 5-0

Staff Report

1. Maintenance Report – Rick West:

The following report was given:

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ACTION ITEMS: Proposals for review or Approval

1. CARPORT / LAUNDRY ROOM # 801 - REMOVE AN REPLACE 31 SHEETS OF SIDING AND REPLACE WITH SMART SIDE INSTALL NEW BUILDING PAPER AND ZBAR. CANOPY WILL NEED TO BE DETACHED FT. REATTACHED AND ADD MORE SLOPE FOR THE WATER TO DRAIN AWAY FROM LAUNDRY ROOM. 4X8 SMART SIDE SIDING 1X4 REDWOOD TRIM PRIMER/CAULKING BUILDING FELT ZBAR FLASHING ALL MATERIALS WILL BE PRIMED LEAVE WORK AREA CLEAN OF DEBRIS.

Contractor: MOD - Estimate \$10,407.50 (Presented to the Board for approval)

A motion was made to approve the MOD contract in the amount of \$10,407.50.

Moved, Seconded, Carried 5-0

2. CARPORT / LAUNDRY ROOM # 802 REMOVE AN REPLACE 25 SHEETS OF SIDING AND REPLACE WITH SMART SIDE INSTALL NEW BUILDING PAPER AND ZBAR. 4X8 SMART SIDE 1X4 REDWOOD TRIM PRIMER/CAULKING BUILDING FELT ALL MATERIALS WILL BE PRIMED LEAVE AREA CLEAN OF DEBRIS.

Contractor: MOD - Estimate \$8,567.50 (Presented to the Board for approval)

A motion was made to approve the MOD contract in the amount of \$8,567.50.

Moved, Seconded, Carried 5-0

3. LAUNDRY ROOM #5 - REMOVE 3 SHEETS OF SIDING AND REPLACE WITH SMART SIDE INSTALL NEW BUILDING PAPER AND ZBAR. CANOPY WILL NEED TO BE DETACHED & REATTACHED AND ADD MORE SLOPE FOR THE WATER TO DRAIN AWAY FROM THE LAUNDRY ROOM. 4X8 SMART SIDE SIDING 2X4 REDWOOD TRIM 1X4 REDWOOD TRIM PRIMER/CAULKING BUILDING FELT ZBAR FLASHING ALL MATERIALS WILL BE PRIMED LEAVE WORK AREA CLEAN OF DEBRIS.

Contractor: MOD - Estimate \$2,104.50 (Presented to the Board for approval)

A motion was made to approve the MOD contract in the amount of \$2,104.50.

Moved, Seconded, Carried 5-0

INFORMATION ITEMS: Work Completed in 2022 or scheduled to be Completed in 2023.

1. 1208 Skycrest - Domestic Water 2023 vertical Re - Piping Project.
Phase II Scope of work will include Replacement of the vertical Galvanized Lines with Pex Piping.
Cost also includes that tear out and put back of drywall, texture and paint.
(DC Construction was awarded this project. Cost \$126,292.00).



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2. Repaving entries 2 and 4. Contractor: Silicon Valley Paving. Cost \$192,000.00.
(Project Completed).

1. **Landscape Report – John Tawastsjerna:**

No report was presented.

2. **Financial Report – Rick West for Jeroen Wright**

The June 30th, 2023, financial report highlights are:

Operating Balance: \$175,705

Reserve Balance: \$762,430

Committee Reports

1. **Finance – Judy Graboyes:**

- a. A motion was made to certify that the Mutual is in compliance with §5500.
Motion was tabled.

2. **Landscape – Alfreda Bell:** Alfreda presented the following report:

- Weekly Maintenance: Mowing, trimming, weed control, & mole control.
- This month maintenance will be working on dead heading and tip pruning Azaleas and Rhododendron
- Oleander cutting will not be done until late fall, early spring. Cutting them now will damage the plant.
- Replacement planting will be done in the fall, and I will walk around and list the replacement plants. The replacement plants have to have water already in the location or they will not be replaced at this time. Also, drought and deer resistant plants will be the replacement.
- Eucalyptus trees...the urgent, dead one has been removed. Others are constantly looked at and we have 4 on schedule to be removed this week near building 1268. There is a grove of very large eucalyptus trees in this area especially affecting building 1268, these are being monitored.
- 1268 has been scheduled to be rehabbed but the hot weather has prevented the schedule. Spring of 2024 we will continue with the rehab of the next buildings.

3. **Building Maintenance-** Judy and John proposed that the Board bid with multiple contractors when considering and project higher than \$10k.

Pete Katzman from MOD advised President Coleman that 3 washer/dryers are put of service and the cost to repair them is approximately \$1k. President Coleman will be in contact with Pete to obtain more info and will come back to the Board with more info.



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4. **Social - Sharon Castilla:** The next snack and chat will be on Thursday, August 24th.
5. **Membership – Sally Kennedy:** There have been 4 new members in Mutual 8 since the the last Board meeting.
6. **Emergency Preparedness – John Kawamura:** John reported that the cabinets will be replenished this week. The emergency contact list will be updated soon.

Old Business

No Old Business.

New Business

1. Introduce New Board member – John Kawamura: President Coleman presented John Kawamura to the residents as the new Board member.
2. Enforcement of changes to Policies made earlier this year: The Board discussed creating a procedure to enforce the new policies when they observe a violation. No final decision was made on this matter.
3. Fire walls in attics: The Board expressed to Rick West that they would consider installing fire stops throughout the Mutual like the ones in Second Mutual. The Board tasked Rick with obtaining several bids for this project.
4. Update regarding property insurance rates and possible coupon increase for 2024: President Coleman advised that Rossmoor is expecting at least a 50% -70% increase in insurance. This increase is not just happening in Rossmoor, but nationwide. Many conversations are being held with insurance professionals.
5. Policy regarding mobile dog grooming: Tabled for the next meeting.
6. Procedure for disseminating information from the M8 Board to M8 residents: Tabled until further confirmation by the Mutuals attorney.

Members' Forum

Residents were afforded the opportunity to express their general concerns and make comments. Topics included contacting mutual members.

Next Board Meeting

Next Meeting, Tuesday, November 14th, 2023, at 1:30 PM, in the Board Room at Gateway and via zoom.

Adjournment

There being no further business, the meeting was adjourned at 3:37 p.m.

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.



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Lucy Limon

Assistant Secretary Mutual No. Eight