

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
MONDAY, OCTOBER 23, 2017 AT 1:00PM
FIRESIDE ROOM, GATEWAY COMPLEX
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

Call to Order

President Free called the meeting to order at 1:09PM

Roll Call

Directors Present: Brant Free, President
Diane Mader, Vice President
Bill Dorband, Director

Directors Absent: Dwight Walker, Treasurer
Gail Todoroff, Secretary

The Mutual Operations Division was represented by Paul Donner, Director of Operations; Rebecca Pollon, Landscape Maintenance Manager; Rick West, Building Maintenance Manager; Jo Ann Cooper, Financial Analyst; Kelly Mattison, Board Services Coordinator; also present was Steve O'Conner with ESR

Board President Free welcomed the membership, staff, and thanked everyone for their attendance.

Approval of Meeting Minutes

President Free asked if there were any additions or corrections to the following minutes:

Regular Meeting of the Board September 25, 2017
Executive Meeting of the Board September 25, 2017

The minutes to the aforementioned meetings were approved with a motion.

Moved, Seconded, Carried 3-0

Announcements

The next Meeting of the Board will be held on Monday, November 27, 2017 at 1:00PM in the Board Room at Gateway.

Update on the Deconstruction of 3101/3103 Grey Eagle Drive and Stabilization of the Site:

Steve O'Conner was present from ESR and provided the monthly update. There has been some progress since the last update; demo has started with the materials being sorted into piles to be trucked off to recycling. Recent readings of certain inclinometers indicate that the slide is curling over and nipping the corner of 3113. Boring shows 30 foot depth. Slide repair and stitch peer permits have been applied for. This will isolate the 3013 property from the slide. Stitch peers will also supply shoring. Moving forward there should be less noise since it will be equipment only and the deconstruction noise is finished.

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

Members' 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.

Budget, Financial and finance Committee Reports: Bill Dorband and Judy Box

The 2018 Pie Chart that breaks down the coupon amounts was presented to the membership. A power point presentation called "Eagle Ridge 2020" was also presented. The presentation included some background history, Priorities for Reserve Projects, 2016-2020 Estimated Major Reserve Project Costs, 2017 End of Year Status, Expense Issues for the 2018 Reserve Budget, Revised Reserve Project Plan for 2018, Good News for Major Reserve Projects, a timeline, and an appendix that included the 2018 Reserve Fund Budget and the 10 year Reserve Project Spending Plan.

A motion was made to appoint Traude Valachi to the Finance Committee.

Moved, Seconded, Carried 3-0

A motion was made to approve the 2018 budget with an increase of \$167 or 19.9% per manor per month. The monthly coupon amount will change from \$838 to \$1005 beginning January 1, 2018.

Moved, Seconded, Carried 3-0

Building Maintenance Report/Building Maintenance Committee: Rick West, Building Maintenance Manager; Mike Casey, Chair of the Building Committee

Rick West presented the following report:

Action Items:

1. 513 SO - Engineers scope of work out to bid - EmpireWorks, AMAC, A1 Construction. All estimates are expected in by the next meeting.
2. 2966 SI - Retaining Wall Repairs - Presenting ACCUSTRUT's estimate to the board. - Scheduled start date January 2018. McLarens has completed inspections for the Insurance Claim. An ESR bid is still to come.

Work In Progress:

1. Timberline Roofing Ph. I - Roof repair and valley replacement for 21 bldgs. - 15 buildings are completed with 6 buildings remaining. Estimated completion date November 6th.
2. 2852 SI and 598 High Eagle - Roto Rooter investigating high water bills.
3. 615 RW - Specialty scheduled for termite treatment on exterior rear siding. MOD to complete damaged siding for \$2,500.00.
4. Utility closet repairs for 18 closets - Five Star to repair drywall and foam around pipes - cost \$1,800.

Completed:

1. 2966 SI - AMAC cost for installation of soil erosion protection on hillside \$3,500.00.

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

Mike Casey also reported that the final inspection for the painting project and the corresponding punch list still need to be completed. If any resident's observes an open utility door, please try to shut it.

Landscape Report/Landscape Committee Report: Rebecca Pollon, Landscape Manager; Gail Tordoff, Board Liaison to the Landscape Committee

Lawn Maintenance: Turf mowing will become less frequent, as will irrigation as the weather cools.

Entry Maintenance: Entry maintenance crews are using their time to keep paths clear and clean the leaves that have started to fall for the season.

Tree Removals: There are no pending tree removal permits.

Landscape Rehab: Plant replacements and color spots are in progress.

Board Discussion: Irrigation controller replacement and lawn replacement near 2816 Saklan Indian.

Report of Other Standing Committees

Community Information Committee: Vickie Hipkiss, Chair - no report

Data Base Committee: Vickie Hipkiss, Interim Chair – no report

Social Committee: Wendy Dorband, Chair – an announcement was made for the December 11, 2017 Annual Holiday Dinner that will take place at 6PM in the Event center. Please RSVP as soon as possible. Relatives and guests are welcome, the price is \$42.

Welcome Team: Casey Dixon, Chair – no report

Holiday Décor Committee: Mike Casey, Chair – it was announced that the holiday décor will go up soon at no cost to the residents.

Emergency Preparedness Committee: Brant Free, Chair – it was announced that this Saturday CERT will be doing a City wide drill, including Rossmoor.

President's Report: Brant Free

President Free provided an overview of the most recent President's Forum which included topics about owner's concerns on Mutual BBQ policies, new solar legislation regarding how mutual can approve or deny solar alteration applications, and a presentation on energy savings assistance program.

Unfinished Business

Policy on the Installation of Security Cameras and Other Security Devices:
The Mutual's counsel will be drafting a policy for consideration by the Board.

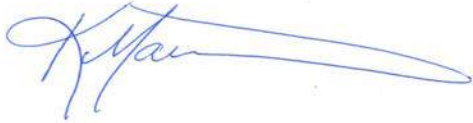
WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

Adjournment

President Free adjourned the meeting at 3:15 p.m.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Board of Director's meeting.

A handwritten signature in blue ink, appearing to read 'K. Free', is written over a horizontal line.

Assistant Secretary