

WALNUT CREEK MUTUAL SIXTY-EIGHT (EAGLE RIDGE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, FEBRUARY 22, 2016 1:00 P.M.
BOARD ROOM, GATEWAY CLUBHOUSE
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, February 22, 2016 in the Gateway Board Room, 1001 Golden Rain Rd., Walnut Creek, California 94595.

ROLL CALL

PRESENT:	Barbara Blum	President
	Bill Dorband	Secretary
	Diane Mader	Vice President
EXCUSED:	Tim Christoffersen	Treasurer
	Larry Cahn	Director

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

Special guest, GRF CEO Tim O'Keefe, was also in attendance.

Six 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 – January 25, 2016

Executive Sessions of the Board – January 25, 2016 and February 8, 2016

Hearing none, the minutes were considered approved.

ANNOUNCEMENTS

Blum announced that the next regular meeting of the Board will take place beginning at 1:00 p.m. on Monday, March 28, 2016, in the Gateway Board Room.

MEMBERS FORUM

No presentations were made.

FINANCIAL REPORT

Treasurer Tim Christoffersen distributed the Treasurer's Report to the Board of Directors prior to the meeting.

Paul Donner reported that year-to-date, for 2016, the Mutual is \$33,499 under budget. However, Donner cautioned this is mostly a result of seasonal expenses that have yet to occur.

As of January 31, 2016, the Operating Account had \$82,885 and the Reserve Account had approximately \$1,200,000.

BUILDING MAINTENANCE -- Rick West

606 RW Retaining Wall and Drainage System: The City of Walnut Creek is finalizing the permit. It has taken longer than anticipated because, after inspection, the City required the Mutual to have the supports go into the bedrock by an additional 3 feet and to use thicker gauged re-bar.

The City has subsequently required another change order to have the retaining wall moved closer to 606 RW. This change order will cost the Mutual another \$9,850.

Phase I Painting project: MOD is currently performing carpentry dry rot repairs in preparation for Phase I painting. The painting project will take place in three phases with the phases being addressed in three consecutive years, 2016, 2017, and 2018.

Rick West presented the scope of work to the Building Committee and the Board for approval.

Bill Dorband moved and Diane Mader seconded to accept the five color pallet schemes as presented by the Ad-Hoc Color Pallet Committee presented. The motion passed unanimously.

Deck and stairwell inspections: A&R Construction is conducting inspections of all raised balcony decks and stairwells and front landings 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, but it has been difficult to schedule appointments as many residents are busy during the holiday season.

Inspection results will be made available to the membership once written reports are submitted by the contractor.

In areas where problems are found, Rick West will obtain three competitive bids for the work to be done. Thus far, all balconies have passed inspection, but three front landings have been identified with issues. They are 3146 GE, 3154 GE, and 3158 GE.

Smoke Detector Replacement Program: A contract has been presented to the Board for signature. Five Star Painting and Maintenance provided the contract to replace five smoke detectors in each unit for a total cost to the Mutual of \$28,200.

2858 SI and 3024 GE: The railing dry rot repairs are scheduled for completion.

Follow-up Items:

3012 GE : A back door is on order to installed by A&R Construction.

Overflow Protection Devices: Davis Plumbing has completed the installation of secondary pop-up valves in Phase I of this project and is currently putting together an estimate for installation of protection devices in Phase II for the Board's review.

Mailbox Posts: Repair and Replacement of identified mailbox posts was completed by MOD. The list of mailbox posts needing remediation was generated by the Building Committee.

West fielded board director questions and concerns.

REPORT ON THE PRESIDENTS' FORUM -- Barbara Blum

Legal Seminar

Hughes, Gill and Cochrane will be presenting a Legal Seminar for all Mutual Board Directors on April 12 at 9:00 in the Fireside Room. If you have any issues M68 could suggest for the Seminar, get them to Paul Donner.

MOD 2015 Year-end Financials

Paul announced that the MOD year-end financials show a cash surplus. This surplus is mostly due to the insurance refund...the premiums were less than expected. There is approximately \$200,000 which, if approved by the GRF Board, will be returned to the Mutual at \$31/unit. That amounts to \$7,285 for M68.

CC&Rs Revised?

Many older Mutuals are considering totally revising their CC&Rs because many aspects of them are no longer appropriate. It is an expensive process, but very worthwhile.

MOD's New Inspector

Paul Donner announced that the hiring of a new inspector for the Alteration Department was budgeted and is now almost a reality. They have found a good candidate with some very innovative ideas.

Realtors' Request for Special Assessment Notification

The Realtors, who attended a recent Marketing Meeting in Rossmoor, requested of Tim O'Keefe that they be given notification when Mutual's special assessments have passed, the amount of the assessments and when they are due. This information is currently being given to the Title Companies and is required at the time of the closing of Escrow. Realtors would like it sent directly to them. Rick Chakoff created a DRAFT form to be used for this disclosure.

The Board and staff proceeded to have a spirited discussion concerning this matter but it was decided that the discussion will continue at another meeting when all Board Directors are present.

REPORTS OF STANDING COMMITTEES

BUILDING COMMITTEE -- Jack Cassidy, Chair,
No report was given.

CIC -- Vickie Hipkiss, Chair Diane Mader, Liaison
No report was given.

EMERGENCY PREPAREDNESS -- Brant Free, Chair; Tim Christoffersen, Liaison
Brant Free reported that all Rossmoor-wide emergency preparedness meetings are open to all residents.

LANDSCAPE -- Barbara Blum, Chair; Tim Christoffersen, Liaison
Barbara Blum reported that the committee is beginning to get landscape requests for 2016. The next Landscape Committee meeting will take place in March.

SOCIAL – Wendy Dorband/Elaine Harris; Bill Dorband, Liaison

Bill Dorband reported on behalf of the Committee.

Saturday, April 30, will be the annual Spring Brunch held in the Fireside Room at Gateway beginning at 11 a.m. Just Delicious will cater the event and it will cost \$34 per person. Dwight Stone will offer piano entertainment. The Summer Picnic will be held at Peacock Plaza on August 8. Invitations for these events will be distributed closer to the event dates.

Dorband encouraged residents to volunteer and to offer their ideas for the Mutual's social events.

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.

NOMINATING – Diane Mader

An article will be published in the Rossmoor News on February 24, March 2 and March 9 requesting volunteers for two open seats: one seat, Bill Dorband's, is coming to term this year, and Dorband will be running again. The other seat is that of Tim Christoffersen who will be retiring from his position in April. The term Christoffersen is currently serving expires in 2018.

UNFINISHED BUSINESS

Color Pallet: This matter was discussed and voted upon earlier in the meeting.

Smoke Detector Replacement Program: This matter was discussed earlier in the meeting.

Alteration Requests, 611 Foxwood: By unanimous vote, the Board approved the solar installation request pending 67 2/3% member approval via a secret ballot vote. Also by unanimous vote, the board denied the homeowner the request to install a hot tub in their exclusive-use patio citing the following reasons:

- The use of community-paid water
- The possibility of discarded treated water being dumped on the hillside, in the sewer, or in the creek
- The noise that machinery could produce
- Setting a precedent where some could have this amenity and not all
- The desire to keep bathing activities relatively private throughout the Mutual
- The possibility that an outdoor and accessible "pool" may constitute an attractive nuisance
- Possible added insurance costs

NEW BUSINESS

Inspection of hillsides: The Board discussed as to whether all of the hillsides should be inspected by a soils engineer.

ADJOURNMENT

With no further business to discuss, the January 25, 2016 Mutual 68 board meeting adjourned at 3:05 p.m.

A handwritten signature in blue ink that reads "Sharon Fees". The signature is written in a cursive style and is positioned above a horizontal line.

Sharon Fees, Assistant Secretary
Mutual Sixty-Eight