

WALNUT CREEK MUTUAL SIXTY-EIGHT (EAGLE RIDGE)  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
MONDAY, FEBRUARY 24, 2014, 1:00 P.M.  
BOARD ROOM, GATEWAY COMPLEX  
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

Vice President Diane Mader convened the Regular Meeting of the Board of Directors of Walnut Creek Mutual Sixty-Eight at 1:00 p.m. on Monday, January 27, 2014, in the Board Room of Gateway, 1001 Golden Rain Rd., Walnut Creek, California 94595.

<u>ROLL CALL</u>	PRESENT:	Barbara Blum*	President
		Diane Mader	Vice President
		Mary Hufford	Secretary
		Jim Hartnett	Treasurer
		Tim Christoffersen	Director

\*Barbara Blum was present via conference phone.

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

Five additional Mutual members were present.

Diane Mader welcomed Board Directors, staff, and the other Mutual members. She thanked everyone for their attendance.

APPROVAL OF MINUTES

Diane Mader asked if there were any additions or corrections to the following minutes:

Regular Meeting of the Board – January 27, 2014

Barbara Blum asked that paragraph three on page three be written more clearly to reflect the board's sentiments in regards to waiting on implementing any further woodpecker remediation using Synergy.

With no further additions or corrections requested, the minutes to this meeting stand approved with the modification made.

ANNOUNCEMENTS

Diane Mader announced that the next board meeting will be Monday, March 24, 2014 at 1:00 p.m. in the Gateway Board Room.

CORRECTION IN 2014 BUDGET

Paul Donner and Jo Ann Cooper made a presentation regarding a minor error in preparing the 2014 Mutual 68 Budget. The current coupon is \$705.00; however there was a miscalculation that occurred in the spreadsheet of \$1.73 per manor, per month under Fire Safety. This error resulted in each homeowner paying \$1.73 more per month than necessary. The additional funds will be directed into working capital. The board will not take any action in light of this revelation. They thanked Jo Ann Cooper and Paul Donner for the thorough explanation.

RESIDENTS' FORUM

Bob Heyden, 615 SH: Bob Heyden presented to the board a draft copy of an article addressing the topic of insurance for the next issue of TERN. The board offered some editorial suggestions for the article that Heyden will incorporate.

FINANCIAL REPORT

The February Treasurer's report was presented.

Actual Operating Fund revenue for the month of January was \$148,196. Expenses were \$107,883 for a monthly surplus of revenue to expenses of \$40,313.

The most Significant difference between actual and budgeted expenses was water usage expense being under budget by \$33,329 due to the fact that no expenses were incurred, although \$25,129 was budgeted. (It should be noted that "water" is billed every other month.)

The Reserve Fund's revenue for the month of January totaled \$17,619. Expenses were \$8,603, resulting in a surplus of revenue over expenses of \$9,016.

Fund Balances are:

Operating	\$83,717
Shea	43
<u>Reserve</u>	<u>761,134</u>
Total	\$844,894

### BUILDING MAINTENANCE

Backflow Preventers: 2928 Saklan Indian will be the test building for installing a secondary backflow preventer. MOD will coordinate AMAC, Stoddard Plumbing and the City Inspector for time and materials and will present the estimate to the Board.

2014 Carpentry: The budget for the work to be done on Mutual fences is \$15,000. MOD is still in the process of inspecting the fences.

Phase 4 Painting: The scheduled work for 2014 is budgeted at \$40,000. This area was last painted in 2008. The paint-cycle is ten years; therefore this work is for spot remediation. The work on Phase 4 began on January 31.

Eagle Statue: The eagle is scheduled to be power washed on February 27.

Request to paint wrought iron railings: MOD is looking at the cost to get all railings painted this year. Rick West will also get one or two additional bids from outside contractors. There have been several calls from residents to get this work done. West was asked to look at the Reserve Study to ascertain when the painting of railings was scheduled. The Building Committee will assist West in surveying the railings.

Woodpecker damage remediation: Pacific Trim is waiting to submit a bid for the remediation that is to take place at 532 SO and 3002 GE because of currently unknown scaffolding costs.

Mailbox post tightening: The Building Committee is still in the process of evaluation the posts, but thus far there are very few to report to Rick West for maintenance.

Barbara Blum commended Rick West for a job well-done in monitoring the building maintenance in Mutual 68.

### REPORT ON THE PRESIDENTS' FORUM -- Diane Mader

- Trust Agreement Review and Revision Committee  
There was much discussion concerning the proposed amendment change from 100% approval necessary to change the Trust to 75/75 (or some such fractional portion of the 18 Mutuels). Two Mutuels are not in favor of the 75/75 option. Diane Mader commented at the Presidents' Forum that Mutual 68 was not eager to see a change to the percentage needed for amendment approval.

- **Moxxy Marketing**  
Approximately five Mutuals expressed interest in purchasing their own websites through Moxxy Marketing. A presentation for Mutual Directors will be scheduled in order for Moxxy Marketing to make a presentation.
- **Property Damage from Golf Balls**  
Third Mutual is currently suffering much property damage from errant golf balls careening into the buildings. GRF suggested to the Mutual (and specifically, to the two Projects affected) that a safety-net fence be erected and that the cost of the fence and its installation be shared by GRF and the Mutual.
- **Water**  
EBMUD reported that its reservoir is fifty-four percent full. While officials at EBMUD are concerned about the drought, they are not panicked. EBMUD does ask its customers to voluntarily cut back on water usage by ten percent.

EBMUD will be at Rossmoor on March 3 to make a presentation at the EPO meeting beginning at 9:30 a.m.

- **Secondhand Smoke Ordinance**  
No Mutuals have created designated smoking areas for residents to smoke.
- **Police Presence in Rossmoor**  
It was suggested that residents call the City Manager, Police Department, or a member of the City Council to let them know that the increased WC Police presence in Rossmoor is appreciated. In doing so, it is likely that the City will keep allocating more police officer time to the community.

Mary Hufford suggested that this information would be an appropriate to share in the next issue of TERN.

- **Orientation/training Seminar for potential Mutual Board Directors**  
It has been proposed by Warren Salmons and Paul Donner that such a seminar be created in order to encourage residents to become interested in serving on a Mutual Board. Staff will be working on such a project.

## REPORTS OF STANDING COMMITTEES

BUILDING COMMITTEE – Jack Cassidy, Chair; Mary Hufford, Liaison

No further report was presented.

CIC -- Vickie Hipkiss, Chair Diane Mader, Liaison

The next issue of the TERN will be published soon.

EMERGENCY PREPAREDNESS -- Bob Heyden, Co-Chair; Earl Orum, Co-Chair; Jim Hartnett, Liaison

Bob Heyden reported that Jo Jones recently updated that Mutual 68 directory and performed a lot of data input for the Emergency Preparedness Committee.

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

Tim Christoffersen reported that the committee will be meeting with Curtis from Valley Crest to discuss watering priorities in the effort to cut back on water usage. The next Committee meeting will take place on March 17.

SOCIAL COMMITTEE --Jim Hartnett, Liaison

Jim Hartnett reported that the Committee met on Feb. 7. The next Mutual event, the Spring Brunch, has been rescheduled for May 3. The Committee is currently seeking bids from caterers and invitations will be mailed out in early April.

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.

AD HOC TRUST REVIEW/REVISION -- Alan Seder, Chair Diane Mader, Liaison

No report was given.

NOMINATING COMMITTEE

Mary Hufford reported that an article soliciting candidates for board election will appear in the Rossmoor News this week and the following two weeks.

UNFINISHED BUSINESS

Trust Revision: Tim Christoffersen moved and Mary Hufford seconded that the Mutual 68 Board, on behalf of Mutual 68, wishes to maintain the requirement of approval of 100 percent of Mutuals and the GRF Board in order to amend the Trust Agreement. The motion passed unanimously.

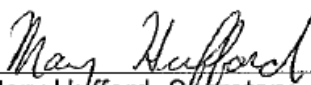
This unanimously passed motion will be presented to the other Mutuals in Rossmoor.

NEW BUSINESS

Lease Extension Request: The tenant of 3026 Grey Eagle Drive made an appeal to the board to allow her to continue renting this unit in Mutual 68. This matter will be further discussed in Executive Session.

ADJOURNMENT

With no further business to discuss, the February 24, 2014 Mutual Sixty-Eight board meeting adjourned at 2:29 p.m.

  
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Mary Hufford, Secretary  
Mutual Sixty-Eight