

WALNUT CREEK MUTUAL SIXTY-EIGHT (EAGLE RIDGE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, MARCH 28, 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, March 28, 2016 in the Gateway Board Room, 1001 Golden Rain Rd., Walnut Creek, California 94595.

<u>ROLL CALL</u>	PRESENT:	Barbara Blum	President
		Diane Mader	Vice President
		Tim Christoffersen	Treasurer
		Bill Dorband	Secretary
		Larry Cahn	Director

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

Twelve 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:

Special Meeting of the Board – January 11, 2016

Regular Meeting of the Board – February 22, 2016

Executive Session of the Board – February 22, 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, April 25, 2016, in the Gateway Board Room.

MEMBERS FORUM

Earl Abbe, 537 High Eagle Ct.: Mr. Abbe requested a refund from MOD for what he believes is an overcharge for battery replacement based on the price given. After much discussion, Larry

Cahn made a motion and Diane Mader seconded to reimburse Earl Abbe the \$220 that he requested be repaid to him.

Mike Wener, 3014 Grey Eagle Ct.: Dr. Wener asked that the Mutual provide an accounting of the Special Assessment that was recently passed by the membership and subsequently levied. The details he requested were: the total amount billed, the total amount collected to date, and the amount paid out to vendors to date. Much of this information was supplied as part of the financial report. Tim Christoffersen will compile the remaining information requested.

FINANCIAL REPORT

Treasurer Tim Christoffersen distributed the Treasurer's Report to the Board of Directors. This included some of the information that Mike Wener requested. \$587,500, the total assessment to be collected, is shown in the financials. However, \$35,000 has yet to be collected from 14 homeowners. Approximately \$232,000 was paid out in expenses that were earmarked to be covered by the Special Assessment.

For 2016, the Mutual is running slightly under budget year to date.

As of February 29, 2016, the Operating Account had \$94,208 and the Reserve Account had approximately \$1,197,603.

BUILDING MAINTENANCE -- Rick West

606 RW Retaining Wall and Drainage System: The installation of the retaining wall and drainage system is in progress. Bill Dorband moved and Tim Christoffersen seconded to have a new safety barrier fence installed for the cost of \$5,000. The motion passed unanimously.

Phase I Painting project: MOD is currently performing carpentry dry rot repairs in preparation for Phase I painting. Ten buildings have been completed with 12 remaining. The painting project will take place in three phases with the phases being addressed in three consecutive years, 2016, 2017, and 2018.

2016 Asphalt proposals: Bill Dorband moved and Diane Mader seconded to accept the bid from Silicon Valley Paving in the amount of \$25,467.30 for slurry sealing all of the courts that connect to Grey Eagle Drive. The motion passed unanimously. The board elected to have this work done since GRF will be slurry sealing Grey Eagle Dr. The roads that Mutual 68 elected to slurry seal this year about Grey Eagle Dr.

2016 Phase I painting project bids: Based on the five bids presented, Diane Mader moved and Larry Cahn seconded to accept the bid from Pacific Trim for the amount of \$178,595 to perform the Mutual 68 20116 Phase I painting project. The motion passed unanimously.

Deck and stairwell inspections: Jim Hogue completed all the front landing inspections. A comprehensive report was created for the board's review. It will be brought to the Annual Meeting for those homeowners interested in reviewing the report for their front landing.

Three problem landings were identified. They are 3146 GE, 3154 GE, and 3158 GE. Destructive testing is not complete and Rick West is awaiting the inspection by the structural engineer.

Inspections of the back decks will be done by appointment only and these appointments will begin to take place in April.

Smoke Detector Replacement Program: Five Star will begin scheduling appointment with residents in early April.

2858 SI and 3024 GE: The railing dry rot repairs are scheduled for completion pending weather. These railings are not a safety issue.

Follow-up Items:

Overflow Protection Devices: Davis Plumbing will honor the same pricing as last year for Phase II of the overflow protection device installation.

Water Pressure Regulators: It was discovered that some water pressure regulators are reading at 105 psi (pounds per sq. inch). This is too high; psi should be from 50 – 60. It was further discovered that not every building has a water pressure regulator, which each one should. Some regulators found were calibrated correctly but others were reading too high.

The Mutual 68 Building Committee will help in identifying the location of all existing regulators.

West fielded board director questions and concerns.

REPORT ON THE PRESIDENTS' FORUM -- Barbara Blum

Realtors' Request for Special Assessment Notification

Last month there was a request from the realtors to have notification of Special Assessments included on a listing of the Mutual Coupon amounts. This request was not unanimously approved by the Mutual Presidents. Therefore there will not be a listing of all Mutual Special Assessments to the realtors. That information will be disclosed by the sellers.

New Landscape Manager Announced

A former employee of ValleyCrest, Rebecca Pollon, was hired to succeed Rich Perona as MOD Landscape Manager. She will begin on April 1 and will work with Rich for a month until his retirement on May 6th. She previously had her own landscape business in SF.

She has a Masters of Landscape Architecture from a university in Australia. She is very familiar with Rossmoor and its landscape needs and issues.

MOD Work Order Desk

The Work Order Desk staffing is heavily stretched with some wait times from 2 to 10 minutes. Additional staffing is necessary. An additional employee will be hired and the cost will be partially offset by the Handyman Service fee increase of \$25.

Solar Energy

Mutual 48 has 24 units which have signed solar energy contracts with a solar company which will include 358 panels on 3 buildings. The solar benefits will be distributed among the contracted users. One resident's electric bill is \$172 per month. After the solar panels are operational, his electric bill will be \$8 per month. The outlay for the panels is \$25,620 with a payback in ten years.

REPORTS OF STANDING COMMITTEES

BUILDING COMMITTEE -- Jack Cassidy, Chair,

No report was given.

CIC -- Vickie Hipkiss, Chair Diane Mader, Liaison

The next issue of TERN will come out in July.

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

Brant Free reported that volunteer training is on-going.

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

Barbara Blum reported that Brenda Hepler resigned and that Joyce Hazard took her place. Three areas had turf removed from them. The EBMUD rebate was \$4,600. It is anticipated that more rebate is forthcoming. These funds will help with landscaping projects.

Since there is less lawn maintenance to take place, the Committee asked the landscapers to continue with the rosemary removal project.

The "no new plantings" policy is still in effect. The Mutual will maintain the flowerbeds at the entrance of the Mutual, but the two color spots have been eliminated.

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

Barbara Blum reported that everyone loves the Easter Bunnies that brightened the Mutual.

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

No report was given.

COLOR PALETTE – Brant Free

No report was given.

NOMINATING – Diane Mader

Brant Free volunteered to serve on the board filling Tim Christoffersen's seat once Christoffersen retires. Free's appointment will take place at the April board meeting.

UNFINISHED BUSINESS

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

Alteration Requests, 3066 Grey Eagle: Diane Mader moved and Bill Dorband seconded to approve the solar installation request pending 67 2/3% member approval via a secret ballot vote. The motion passed unanimously.

Realtors' request for Special Assessment Notification: This matter is no longer a discussion point as other Mutuals do not want to participate in such a notification.

NEW BUSINESS

CDARs : Diane Mader moved and Bill Dorband seconded to authorize Treasurer Tim Christoffersen to meet with Tess Haskett to look further into this option and invest accordingly. This matter will be further reviewed at the April open meeting. The motion passed unanimously.

After further consideration a motion was made, seconded, and unanimously approved to table the matter and request that a representative from the bank attend the next meeting to explain the CDARs program.

A/C Lattice Enclosures: Rick West was requested to get estimates for the repair/replacement of the various lattice enclosures that exist throughout the Mutual. The Building Committee will assist West to do a survey of how many enclosures exist and their locations.

Landing: Rick West requested that the Board authorize the repair of the landing at 3146 Grey Eagle. The board gave authorization.

ADJOURNMENT

With no further business to discuss, the March 28, 2016 Mutual 68 board meeting adjourned at 2:45 p.m.



Sharon Fees, Assistant Secretary
Mutual Sixty-Eight