

WALNUT CREEK MUTUAL NO. SIXTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
MONDAY, JULY 23, 2018 AT 1:00PM
CLUBROOM – CREEEKSIDE
1010 STANLEY DOLLAR DR., WALNUT CREEK, CA 94595

Call to Order

President Walker called the meeting to order at 1:01 p.m.

Roll Call

Directors Present: Dwight walker, President
Bill Dorband, Treasurer
Bob Grotz, Secretary
Rich Racimora, Director

Director Absent: Gail Todoroff, Vice President (excused)

The Mutual Operations Division was represented by Paul Donner, Director of Mutual Operations; Kelly Mattison, Board Services Coordinator; Rebecca Pollon, Landscape Manager; also present was Kevin Ryan with Ryan Geological Consulting

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

Approval of Meeting Minutes

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

Regular Meeting of the Board.....June 25, 2018
Executive Session.....June 25, 2018

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

Moved, Seconded, Carried 4-0

Announcements

Next Board Meeting: August 27, 2018, 1:00PM Donner Room @ Event Center

3101/3103/3113 Grey Eagle Drive Project Update: Bill Dorband and Kevin Ryan, Ryan Geological

Bill Dorband introduced Kevin Ryan, owner of Ryan Geological Consulting. Kevin reviewed key points of his firm’s some 100 pages of observations and findings on the work done to stabilize 3113 Grey Eagle. The firm’s conclusion was:

“Based on the results of our observations and testing during pier drilling, tieback drilling and installation and earthwork compaction, we judge that the emergency retaining structure below 3113 Grey Eagle Drive was constructed in substantial accordance with the intent of the project and project plans. Based on our experience with similar conditions, we conclude that the emergency retaining structure should protect the residence at 3113 Grey Eagle Drive from regressive failure of the deep-seated bedrock landslide underlying the 3101/3103 Grey Eagle Drive and GRF properties.”

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Bill Dorband went on to report that 3113 Grey Eagle Drive re-landscaping is complete, releveling underway and interior repairs contracted to start after completion of releveling. He also reported that insurance claims continue to be processed and there is every expectation that coverage will continue.

Financial Report/Finance Committee Report: Bill Dorband, Treasurer and Judy Box, Finance Committee Chair

Bill Dorband, Treasurer reported that Our cash position is strong, although much of our anticipated reserve spending is still to be done for dry rot repair prior to the Phase 3 painting.

Our receivables are minor and are being pursued. Variances in our operating budget expenditures are being reviewed to find the cause, and that information is forwarded to the Finance Committee for review in recommending the 2019 budget.

In reserves, the forecast to complete the rehab for painting is estimated to go over budget by between \$30,000 and \$50,000. Work is progressing and the estimate could vary as we get further down Saklan Indian Drive.

The Land Stabilization fund received another \$84,000 from our insurance claims with \$280,000 expected from Lloyds. This would bring our total insurance proceeds received to almost \$3,900,000. Final costs for the remainder of the soil stabilization are yet to be determined, but our attorney believes that any additional costs will be covered by insurance.

The budget for 2019 will be developed over the next three months and the budget and the 2019 coupon recommendations will be presented for Board approval at the regular Board meeting on Monday, October 22, at the Fireside Room.

Traude Valachi, Chair, indicated that the Finance Committee continues to anticipate a distribution from the Land Stabilization Fund but not until final costs are determined and insurance proceeds are received.

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

Rick West presented the following building maintenance report:

Pending Items:

1. 2996 SI Front landing / Sheer wall and Termite Damage Repairs. (Engineer report has been completed and this project has gone out to bid). Bid Proposals will be presented to the board. Bidding deadline is Friday August 3rd. Termite treatment cost \$495.00 (scheduled).

Information Items: Work Scheduled, In Progress or Completed

1. Phase III Painting - Contractor; Pacific Trim (Work in progress).
2. Phase III Dry Rot Rehab - Contractors: MOD / Five Star (Work in progress).
3. Phase II Roof Tune Up 29 Buildings - Timberline Roofing Start Date 6/18/18. (Work in progress).
4. New LED light bulbs for all exterior lights - Order being placed through Alpha Lighting.

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(on order).

5. 547 SO - Rear Balcony Deck coating - Contractor: Perfect Painting - (Work Completed).
6. 2884 SI - Deck Coating - Contractor: Perfect Painting. - (Work Completed.).

- **2986 Saklan Indian Drywall Repair Contract:** The Board reviewed a proposal from AMAC in the amount of \$6,900 and a proposal from Five Star in the amount of \$4,325. A motion was made to approve the 2986 drywall repair proposal from Five Star in the amount of \$4,325.

Moved, Seconded, Carried 4-0

- **2996 Saklan Indian termite Repair Contract:** Rick West will obtain 3 bids for the Board's review at the August meeting.
- **Saturday Carpentry Crew Dry Rot Repairs for Phase III Painting Project:** A motion was made to ratify the temporary approval of Saturday construction taking place for the necessary dry rot repairs in the Phase III Painting Project as long as proper notice is given to residents.

Moved, Seconded, Carried 4-0

Landscape Report/Landscape Committee Report: Barbara Blum, Chair of the Landscape committee; Gail Todoroff, Board Liaison to the Landscape Committee; Rebecca Pollon, Landscape Manager

Rebecca Pollon, MOD Landscaping, and Barbara Blum, Chair, reported that the Committee is working on the planned rehab of Phase 2 in 2019. They are also developing a scope of work to obtain bids on a new landscape maintenance contract for 2019.

A reminder was given to members to contact the work order desk if they have any concerns about defensible space.

Barbara Blum reported who is on the landscape committee and what their designated zones are:

Barbara Blum 947-1394 barbarablum@sbcglobal.net 616 Shadowhawk Way
Committee Chair

Gail Todoroff 482-0350 gail.todoroff@gmail.com 3128 Grey Eagle
Zone: 3128 - 3158 Grey Eagle, Falconwood, Foxwood, Red Wing Court and High Eagle

Robin Minor 415 302-6047 rminor621@gmail.com 621 Shadowhawk Way
Zone: Shadowhawk and Woodwren

Penny Lucido-McGahan 954-7424 pennypasta@comcast.net 532 Spotted Owl Court
Zone: 3133 - 3115 Grey Eagle, Spotted Owl, Quail Hill Court

Jean Fiske 954-8710 jdfiske@gmail.com 3031 Grey Eagle Drive
Zone: Grey Eagle 3031 - 3077 and 3001 - 3028

Janek Bubela 925 708 1244 jbtedd@gmail.com 2846 Saklan Indian Drive
Zone: Saklan Indian Drive

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Social Committee Report: Rich Racimora Board Liaison, Wendy Dorband, Social Committee Chair

Bill Dorband reported for Wendy Dorband, Social Committee Chair, that there are 46 residents already signed up for the Summer Picnic to be held in Peacock Plaza on August 11. Please RSVP by August 3.

Nominating Committee Report: Dwight Walker, Chair of the Nominating Committee

Dwight Walker, Chair, requested and the board approved the charter for the committee. A motion was made to approve the Nominating Committee Charter.

Moved, Seconded, Carried 4-0

Dwight also recommended Barbara Blum and Brant Free as members of the Nominating Committee.

Community Information/Welcome/Database Update: Rich Racimora, Board Liaison

- **Community Information Chair position vacant:** In a reversal from last month's board meeting, Rich Racimora reported that Tricia Spiegel had not volunteered to be Chair of the Community Information Committee and her name has been removed from that position.
- **Resignation of Jo Jones as Database Consultant:** Rich also reported that Jo Jones has resigned as Database Consultant for the Member Directory and that Barbara Walker will be taking over that responsibility. Jo generously donated a laptop computer with the Member Directory database installed so it can be maintained properly. Jo will continue to maintain the Emergency Preparedness Database. The Board unanimously passed a resolution thanking Jo Jones for her outstanding database work over many years and for donating a laptop for the Mutual's use.

Moved, Seconded, Carried 4-0

- **Planning Meeting Update:** Tricia Spiegel was present and reported that the work group she is facilitating had a terrific meeting last week. Present were: Lew Armistead, Casey Dixon, Lois Heyden, Vickie Hipkiss, Chris Slee, Tricia Spiegel and Barbara Walker.

Tricia indicated that the group decided that effective and up-to-date Eagle Ridge communication channels are important for numerous reasons. These include:

1. To ensure that Eagle Ridge residents have the most up-to-date, accurate, and complete information about issues related to the community
2. To minimize to the greatest extent possible communication misunderstandings (e.g., resulting from word-of-mouth exaggeration or distortion).
3. To provide easy-access information about Mutual 68 leadership (Boards and Committees) and contact information.
4. To ensure a better understanding of how the Mutual leadership operates and the basis of its decisions.
5. To instill a sense of community, pride and enhance interest in Eagle Ridge.
6. To promote Eagle Ridge resident activities, programs, and socializing opportunities.

The Communication Information Work Group will be holding its second meeting soon and they are welcoming anyone interested in contributing to this great opportunity to serve our

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neighborhood.

Emergency Preparedness Update: Bob Grotz, Board liaison

Bob Grotz, Board Liaison, reported that residents interested in Emergency Preparedness should contact him as he leads a group to update an evolving set of needs for the community. His timetable is to have a recommendation from that group for the September board meeting.

President's Report: Dwight Walker, President

President walker reported on the following items:

- **Temporary MOD Carpentry Crew Work for painting rehab:** Dwight reported that MOD requested the ability to conduct carpentry rehab work for Phase 3 painting on Saturdays on a temporary basis until the work is completed. The board approved that request as long as affected residents are properly noticed with a motion to ratify during the Building Maintenance Report.
- **Change in Alterations Orientation Meeting procedures for new residents:** Dwight announced that some owner's close of escrow has been postponed in the past due to the owner not attending the alterations orientation meeting. The change in the procedure is that this meeting does not have to take place in order for escrow to close but rather that it must be completed within 30 days from the close of escrow, so it does not hold up the close of escrow for future owners.
- **Presidents' Forum:** Dwight reported that at the President's Forum Tim O'Keefe, GRF CEO, said that a permanent agreement to address costs of defensible space within the required 100 feet that may be on GRF property would be desirable. Barbara Blum was requested to take this issue to the Landscape Committee for them to make a recommendation to the Board at the August meeting. Other topics discussed in the President's Forum included the Rossmoor website and \$23K savings on waste removal services.
- **Mission and Vision Statement:** Dwight announced the proposed M68 Board Mission Statement and M68 Vision Statement to be considered for adoption at the next Board meeting.

Mission Statement

The mission of the Board of Mutual 68 is to preserve and enhance the buildings, common areas and other property of the Mutual by upholding our Covenants, Conditions and Restrictions (CC&R's) and Policies. The Board will serve the homeowners by taking a fair, ethical and objective approach in representing the interest of all residents.

Vision Statement

Mutual 68 (Eagle Ridge) is a place that we are all proud to call home—a community of friendly, caring and respectful neighbors who cooperate with each other to promote a premier neighborhood within Rossmoor.

Unfinished Business

Solar Policy

- **Residents' Solar Policy Forum and Comments (<3minute rule):** Residents were afforded the opportunity to read their submitted comments aloud or provide new comments on the proposed solar policy.

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- **Board consideration for adoption:** The required 30-day comment period passed, and the Board considered all comments from the membership. A motion was made to adopt the revised solar policy without any edits to the version that was mailed to all owners.

Moved, Seconded, Carried 4-0

The Mutual policy book will be updated with the revised solar policy and available online at www.rossmoor.com. A letter announcing the adoption of the policy by the Board will be mailed to all owners of record within 15 days.

Surveillance Policy

- **Residents' Surveillance Policy Forum and Comments (<3minute rule):** Residents were afforded the opportunity to read their submitted comments aloud or provide new comments on the proposed surveillance policy.
- **Board consideration for adoption:** The required 30-day comment period passed, and the Board considered all comments from the membership. A motion was made to adopt the new surveillance policy without any edits to the version that was mailed to all owners.

Moved, Seconded, Carried 4-0

The Mutual policy book will be updated with the new surveillance policy and available online at www.rossmoor.com. A letter announcing the adoption of the policy by the Board will be mailed to all owners of record within 15 days.

Residents' Open 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.

Adjournment

President Walker adjourned the meeting at 2:58 p.m. and the Board moved into executive session.

Executive Session Summary

The Board met in executive session to discuss personnel issues.

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.



Assistant Secretary