

WALNUT CREEK MUTUAL SIXTY-EIGHT (EAGLE RIDGE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, JULY 27, 2015 1:00 P.M.
BOARD ROOM, GATEWAY COMPLEX
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, July 27, 2015 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
		Jim Hartnett	Treasurer
		Mary Hufford	Secretary
	EXCUSED:	Tim Christoffersen	Director

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

Invited Guest, Curtis Kaul, from Valley Crest was in attendance.

Eleven additional Mutual members were present.

Barbara Blum welcomed the invited guest, 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 -- June 22, 2015
Executive Session -- June 22, 2015
Executive Session -- June 24, 2015
Executive Session -- July 8, 2015

With no additions or corrections requested, the minutes to the above listed meetings stand approved.

ANNOUNCEMENTS

Blum announced that the next Regular Meeting of the Board will take place on Monday, August 24, 2015, beginning at 1:00 p.m. in the Gateway Board Room.

RESIDENTS' FORUM

No presentations were made.

FINANCIAL REPORT

Tim Christoffersen distributed the July Treasurer's report, reporting on the month ending June 30, 2015.

March 31 Fund Balances are:	Operating	\$ 90,820
	Shea	(324)
	Reserve	732,492
	Total	\$ 822,988

BUILDING MAINTENANCE -- Rick West

Overflow Protection Devices: Davis Plumbing is making appointments with residents in order to start work on the overflow protection devices. This work will begin July 27.

606 RW Retaining Wall: The Soils Engineer from GEC Consulting is preparing specifications for the rebuilding of the retaining wall which was necessitated by soil erosion. The scope of work will then go out to bid.

3142 GE Dry Rot Repairs: The landing sub-floor needs replacing due to extensive dry rot. Rick West presented several bids. Diane Mader moved and Mary Hufford seconded to award the bid to Gauthier's for the landing replacement for the amount of \$25,984. The motion passed unanimously.

Follow-up Items:

Dry Rot and Woodpecker repairs: Due to budgetary constraints, MOD is only conducting repairs if there is a safety concern or as part of the Phase I Painting Dry Rot rehabilitation. Woodpecker rehabilitation has also been put on temporary hold.

2016 Painting proposals have been received for review and annual budget preparation. More bids have come in and will be averaged for the Helsing Reserve Study update..

Rick West is working with Tim Christoffersen to go over the Helsing spreadsheets and in order to send in revisions by the end of the of the week.

West fielded board director questions and concerns.

REPORT ON THE PRESIDENTS' FORUM-- Barbara Blum

PODS

There is now a new protocol at the front gate for PODs. Securitas staff will advise the driver that PODs are not allowed on the streets and that PODs can only be parked in entries with the approval of the Mutual.

WATER BILLS

A process is being created for all Mutualls who wish to have copies of their water bills to get them directly from EBMUD. Several Mutualls already receive their water statements, so it is possible.

INSURANCE

John Taster, Arthur Gallagher & Co., discussed their company's activity in 2015 as out broker as well as including a summary of the coverages. He then added a projection of the premiums for 2016. Directors and Officers Liability premiums will almost certainly increase by 5%, but the other coverages may not have an increase and may even be less than 2015.

MOD FINANCIAL STATEMENT

Paul Donner discussed the financials for MOD. There is a cash surplus of \$57,433 as of 6/30/15. The total revenue of \$4,518,984 includes a rebate from the paint companies of nearly \$15,000. A question was asked of Paul about residents getting a rebate from the same paint companies when using them for interior paint. He will look into this possibility.

GOLF CART REGISTRATION

GRF will assist in the registration of golf carts for any Mutual whose policy requires carts for any Mutual whose policy requires carts to be registered. The estimated cost of registering carts should not exceed \$10.

REPORT FROM LES BIRDSALL, GRF BOARD PRESIDENT

Les reported on two GRF ongoing issues: 1) Solar = the committee is working with the consultant; they will pick two vendors to consider, the financing details will be discussed at tomorrow's Finance Committee, then they will negotiate with the vendor of choice; 2) Del Valle = the consultant is making a presentation to the Board on Thursday, alternatives and cost estimates will be included in the presentation.

REPORTS OF STANDING COMMITTEES

BUILDING COMMITTEE -- Jack Cassidy, Chair, Mary Hufford, Liaison

Mary Hufford presented Jack Cassidy's report. He tried the existing gas shut-off wrench, and found it to be relatively difficult to use. It was discussed that an alternative wrench be purchased should one exist that is easier to maneuver.

Once a desired wrench is found, MOD will install them on a chain in appropriate by the gas meters throughout the Mutual.

CIC -- Vickie Hipkiss, Chair Diane Mader, Liaison

Diane Mader reported that in the next issue of TERN, she that an article be published explaining the various unexpected and expensive costs the Mutual has had to endure thus far in 2015. Included in these expenditures are the remediation for woodpecker damage, dry rot repairs, and significant EBMUD rate increases. It is important that the Mutual 68 constituency be informed and understands the source of the unexpected costs.

SOCIAL COMMITTEE -- Wendy Dorband/Elaine Harris, Co-chairs; Larry Cahn, Liaison

Larry Cahn reported that Wendy Dorband and Elaine Harris are organizing the Mutual 68 Summer Picnic and that it will be a first-rate event.

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

Brant Free reported that the Emergency Preparedness Coordinators in Eagle Ridge held a drill. The drill went well and many lessons were learned as a result of going through the exercise.

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

Curtis Kaul of Valley Crest Landscaping was invited to make a presentation to the Board and attending members of options and costs for lawn conversions. Lawn conversion will cost approximately \$1.20 per square foot. With rebates and the use of some free product, the cost of converting identified lawn areas to non-turf landscaping is estimated to cost Mutual 68 no less than \$40,00 - \$50,000. Return on Investment (ROI) is thought to take about two - three years.

Much discussion amongst the group took place and Kaul answered several questions. It was decided to postpone any decisions until further research could be provided to the Board concerning costs and locations.

Larry Cahn moved and Diane Mader seconded to table the matter of turf removal except for the two identified areas on Red Wing Ct. The motion passed unanimously.

Bob Heyden volunteered to investigate the irrigation located behind the residences on the east side of Shadowhawk to ascertain if that may be contributing to the constantly wet area on the south side slope on Grey Eagle just below Shadowhawk.

HOLIDAY DECOR -- Mike Casey, Chair; Diane Mader, Liaison

No report was given.

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

Jo Jones reminded the group that she does not share information from the data base with Mutual members. She sends all requests to the Mutual's President.

The Board reaffirmed its commitment that the resident roster should not be distributed electronically and that it should only be distributed as a hard copy.

COLOR PALETTE -- Mary Hufford, Chair

No report was given.

UNFINISHED BUSINESS

Smoke Detectors: West recently found out, via work being done in another Mutual, that it costs \$500 for seven 10-year smoke detectors and their installation. Since each residence in Mutual 68 has only five per condominium, the cost for product and installation in Eagle Ridge is estimated to come in a little below that figure.

Solar Energy: The Mutual's legal counsel, Stephanie Hayes, will create a policy for the Mutual.

Street Lights: It was established that GRF owns all of the street lights on Trust streets (Saklan Indian and Grey Eagle). Mutual 68 owns the remainder of the street lights as they are located on Mutual 68 streets. If GRF approved the expenditure, the poles on Trust streets will be painted and if this takes place, the Mutual 68 Board will more than likely approve the expenditure to paint the Mutual street lights at the same time.

NEW BUSINESS

Reserve Study Meeting with Roy Helsing: This meeting is scheduled for the Board Directors on August 13.

ADJOURNMENT

With no further business to discuss, the July 27, 2015, Mutual 68 board meeting recessed to Executive Session at 3:15 p.m.

Sharon Fees

Sharon Fees, Assistant Secretary
Mutual Sixty-Eight