

WALNUT CREEK MUTUAL NO. EIGHT

REGULAR MEETING MINUTES OF THE BOARD
TUESDAY, OCTOBER 30, 2018 AT 1:00PM
MULTI-PURPOSE ROOM #3 - GATEWAY
1001 GOLDEN RAIN ROAD

Call to Order

President Viator called the Regular Meeting of the Board of Directors to order at 1:08 p.m.

Roll Call

Directors Present: Bob Viator, President
Luther Avery, Vice President
Bob Eisner, Secretary/Treasurer
Alfreda Bell, Director
Rod Weimer, Director

Mutual Operations Staff Present:

Kelly Mattison, Board Services Coordinator
Rebecca Pollon, Landscape Manager
Rick West, Building Maintenance Manager
Paul Donner, Mutual Operations Director

Approval of Minutes

President Viator asked for any corrections and/or additions to the following sets of minutes:

Emergency Meeting of the BoardJuly 9, 2018
Regular Meeting of the BoardJuly 17, 2018
Executive Session Meeting of the BoardJuly 17, 2018

Bob Viator moved that the Board approve the minutes of meetings held on July 9, 2018 and July 17, 2018.

Moved, Seconded, Carried 5-0

Staff Reports

1. Maintenance Report – Rick West: The following report was given:

INFORMATION ITEMS: Work in Progress or Completed

1. 2018 Roofing Project - 1284 SC New DuraLast / 1324 Tile to Comp. Contractor: Baker Roofing - Cost \$65,519.00. (Work Completed).
2. Exterior Electric Panel Lube / carport outlet and wiring inspection Contractor: Sang Electric - new ground wire was installed were needed along with new outlets (Completed) - Exterior building and carport panels inspections (work in progress).
3. Sidewalk tripping hazards - Entry 4 & 6 Contractor: Five Star (Scheduled to grind down concrete where marked by orange marking paint).

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4. 1224 SC Building – Investigation of possible building drain line leak into storage room (work in progress).
5. 1224 / 1232 SC – New replacement signage installation with directional arrows to building 1232 SC (Work in progress).

6. Landscape Report – Rebecca Pollon: The following report was given:

As the weather cools and the day lengths shorten irrigation will become less frequent even if the warm weather continues. Residents can look forward to the fall colors of Red Maples, Liquidambar and Nyssas.

LAWN MAINTENANCE: Lawns will be over seeded between October 1st and November 15th.

WATER USE: August is the highest water consumption month of the year due to high temperatures and long day lengths. After September irrigation use will continue but drop steeply even if warm weather continues.

ENTRY MAINTENANCE: Entry maintenance crews will finish summer pruning tasks and start transitioning to fall cleanup.

RESIDENT REQUESTS

If you have landscape maintenance requests (pruning or irrigation), please direct them to the MOD work order desk. If you have a landscape improvement request please contact your mutual landscape representative.

WORK ORDER DESK

By phone: 988-7650

By email: WORKORDER@ROSSMOOR.COM

LANDSCAPE REHAB and TREE REPORT

MOD CREW DAYS: MOD crews will return to M8 in late winter or early spring of 2019.

IRRIGATION REPORT: Water use slows as days lengths shorten. Lawns will lose a little of their green which is normal this time of year.

TREE ITEMS: There is much tree work to be done beginning in 2019 including the following;

- | | |
|--|---------|
| • Removal of split Eucalyptus tree at 1256 parking | \$1,800 |
| • Removal of dead Birch tree at laundry room entry 4 | \$630 |
| • Building clearance site-wide | \$2,182 |
| • Safety pruning and dead-wooding | \$6,975 |
| • Removal of Redwood at 1284 | \$7,450 |

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FIRE ABATEMENT:

- Entry 2 Brightview \$25,704 Waraner \$7,200
- Entry 4, 5, 6 Brightview \$29,376 Waraner \$8,500

LANDSCAPE REHAB: 2 Lawn replacements complete, 2 more scheduled for 2019

- 1324 Skycrest (facing Skycrest) and 1232 Skycrest complete
- 2019 lawns-on hold?

OTHER:

EBRPD trail planting \$2,102

Maintenance Contract: A motion was made to accept the 1% increase w/ Gachina and a 1-year contract.

Moved, Seconded, Carried 5-0

Financial Report – Paul Donner

The September 30, 2018 financial report highlights are:

Operating Balance: \$54,712

Reserve Balance: \$409,199

Combined Balance: \$463,911

Committee Reports

- 1. Building Maintenance – Luther Avery:** In addition to Rick West's report Director Avery reported that the manor lube will take place February – March 2019. This will take about 45 minutes to complete in each unit and will include checking the smoke detectors and electrical panels. If you cannot be home, you are asked to notify Sang Electric.
- 2. Emergency Preparedness – Cindy Ware:** Cindy Ware reported that those with dryers have been cleaning their vents. This should be done about every 2 years. There are EPO meetings on the first Monday of each month that start at 9:30 am and Cindy would like owners to attend with her.
- 3. Landscape – Alfreda Bell:** Alfreda reported that the committee is working on a 10-year plan to replace landscaping that would start with the lawns. Alfreda has walked the Mutual with Rebecca and Board Members and agrees there is a need for improvement but is limited due to budget restraints and must prioritize emergency needs first.
- 4. Membership – Linda Jorgenson:** Linda reported that one manor has been purchased since the last meeting and one manor is on the market. Linda will not be continuing as chair of the Membership Committee but will with someone who is willing to take over the position.
- 5. Social – PK Baltrenas:** PK announced that the snack and chats are over for 2018. The next social event is the Holiday Pot Luck on Sunday December 9 from 5-7PM at Jim and Cindy Ware's home: 1208 Skycrest #1. Notices and reminders will be distributed.

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Members' Forum

Residents were afforded the opportunity to express their general concerns and make comments.

Old Business

1. **Draft Policies on EV Charging, Fines, Solar Panels:** The Board discussed the progress of these draft policies and stated that the EV Charging policy still needs further review and edits.

A motion was made for the Board to meet and go over the EV Charging policy.

Moved, Seconded, Carried 5-0

2. **Replace Concrete Slab at 1284 #6 Damaged by Redwood Roots:** The board discussed the need to remove the redwood and replace the concrete slab at 1284 Skycrest #6.

A motion was made to approve the removal of the redwood tree and replace the concrete slab at a cost not to exceed \$15,000.

Moved, Seconded, Carried 5-0

New Business

1. **Consider for Approval Proposed 2019 Budget that sets coupon:** Paul Donner gave a presentation to the members on the proposed 2019 Budget of M8 and provided the reasoning and method of operation used to draft the budget.

A motion was made to approve the 2019 budget as presented with a \$36 or 5% increase to the monthly coupon amount. The monthly coupon amount will change from \$727 to \$763 beginning January 1, 2019.

Moved, Seconded, Carried 5-0

2. **Red Curb in Entry 2 Behind Carports Under 1232:** A motion was made to paint the curb and possibly install signage.

Moved, Seconded, Carried 5-0

3. **Increase to \$1 for Laundry Room Washing Machines and 50cents/30 min. in the Dryers:** The Board discussed increasing the laundry room fees to cover their maintenance expenses.

A motion was made to approve the proposed increase to 1\$ for washing machines and 50 cents per 30 minutes on the dryers.

Moved, Seconded, Carried 5-0

4. **Responsibility for Trash Enclosures and Laundry Rooms:** The Board discussed who is responsible for cleaning the trash enclosures and laundry rooms. Rod Weimer agreed to oversee the maintenance contract for these two items. Cindy Ware and Bob Viator agreed to look into signage for both areas.

5. **Cleaning Laundry Room Dryer Hoses:** The Board discussed the need to clean out the laundry room dryer hoses. Rick West agreed to get prices for this service by the next Board meeting.

Next Board Meeting

The next Regular Board Meeting will be held on Tuesday, February 12, 2019 at 1:00 p.m., in the Multipurpose Room 3, Gateway Complex.

Adjournment

There being no further business, the meeting was adjourned at 2:42 p.m.

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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.

A handwritten signature in blue ink, appearing to read "Kelly Peterson". The signature is written in a cursive style with a long, sweeping tail.

Assistant Secretary
Walnut Creek Mutual No. Eight