

## MINUTES

WALNUT CREEK MUTUAL EIGHT  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, OCTOBER 21, 2014 at 1:30 P.M.  
BOARD ROOM – GATEWAY COMPLEX

A regular meeting of the Board of Directors of WALNUT CREEK MUTUAL EIGHT was convened by President Cindy Ware at 1:30 p.m. on Tuesday, October 21, 2014 in the Board Room in Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

### ROLL CALL

Present:	Cindy Ware	President
	Craig Miller	Vice President
	Julie Narvaez	Treasurer
	Bob Viator	Secretary
	Jeanette Mungiole	Director

Staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rich Perona, Landscape Manager; and Sharon Fees, Administrative Secretary.

President Ware welcomed the ten additional residents.

### APPROVAL OF MINUTES

Craig Miller moved and Jeanette Mungiole seconded to approve the Minutes to the July 15, 2014 Regular Meeting of the Board as presented. The motion passed unanimously.

Craig Miller moved and Julie Narvaez seconded to approve the Minutes to the August 6, 2014 Special Meeting of the Board as presented. The motion passed unanimously.

### STAFF REPORTS

#### LANDSCAPE REPORT -- Rich Perona

All turf areas were fertilized in early November.

The irrigation system is running on a limited basis.

Entry crews are concentrating on leaf clean up, spraying weeds, and pruning large shrubs.

Warner Bros. Tree Service handles all tree-trimming needs.

Selected turf removal is still being performed throughout the Mutual.

All landscape problems should be reported to the Order Desk by calling 988-7750 or emailing [workorder@rossmoor.com](mailto:workorder@rossmoor.com). Rehab requests should be directed to Jeanette Mungiole.

Rich Perona answered Board Director questions.

### FINANCIAL REPORT

Paul Donner reported that as of September 30, 2014, fund balances were \$82,239 in the operating account and \$341,745 in reserves. The Mutual is approximately \$21,241 better than budget. The Mutual is in a very strong financial position.

Paul Donner answered Board Director questions.

### BUILDING MAINTENANCE REPORT

Rick West reported on the following:

1122 Skycrest: The Carpentry and Rehabilitation was completed by AMAC for \$17,020. The Asbestos removal was performed by Eisen Environmental at a cost of \$7,275. Painting was completed by Pacific Trim at a total cost of \$11,500.

Entryway modification: An additional traffic strip was painted in Entry 4 at a cost of \$745. Reflective markers are on order and will cost \$300.

Manor Lube: Sang Electric is currently performing the manor lubes for the Mutual at a total cost of \$4,377. Thus far, residents have been very complementary of the Sang, their employees, and the work completed.

1232 Skycrest #6: Five Star is scheduled to remove and replace the drywall, as needed, which is associated with a leak in the heat pump in Unit 5 above. The leaking water soaked the walls of the water heater closet.

New Guest Parking: The rough estimate to install two additional guest parking spaces in Entry 2 falls between \$12,000 - \$14,000. This cost estimate includes the engineer report, city permits, asphalt, concrete, a retaining wall, railings, landscaping, and striping.

New Domestic Water Pipe Replacement: Stoddard Plumbing will inspect two G-11 Buildings: 1208 and 1232 Skycrest on October 20 and provide an estimate for the galvanized steel and copper replacement.

It was requested that a traffic mirror be installed at a blind corner within Entry 2. West will obtain an estimate for this work to be done and have the mirror installed.

Rick West answered board director and resident questions.

## PRESIDENT'S REPORT

Cindy Ware presented her report; highlights include:

P.A.C.E. financing—This is an acronym for Property Assessed Clean Energy. This is a loan program approved by the City of Walnut Creek that is attached to the home, not to the individual for green energy home improvements. The interest on this loan is tax deductible.

Two advantages of the P.A.C.E. Program are as follows:

- Funding is not based a homeowner's personal income so it may be easier to obtain.
- The loan is attached to the property and therefore repayment of the obligation may be passed along to a future buyer.

Manor Lube—The manor lube project is progressing very well.

Insurance—It is recommended that homeowners get at minimum of two years of loss of use insurance.

Mutual 8 Bulletin Board—Currently there are 39 homeowners who utilize the Mutual Bulletin Board. Ware encouraged everyone to sign up for it.

## COMMITTEE REPORTS

### FINANCE COMMITTEE

Chairman Max Mungiole stated that the Finance Committee is an open committee for each and every Mutual member to have access. He said that Committee looks at every facet of running the Mutual in order to find opportunities to run even more efficiently and cut costs when possible. He added that the Committee makes no decisions, but rather offers recommendations for the Board of Directors to decide upon.

Mungiole announced that through the efforts of the Mutual, the Mutual has saved \$17,500 in water costs over prior year.

Bob Viator moved and Craig Miller seconded to approve the budget for 2015 at \$624 per manor, per month, minus property tax. The motion passed unanimously.

### LANDSCAPE COMMITTEE

Chairperson Jeanette Mungiole presented a report to Board indicating areas where turf was removed and was replaced with mulch and rock. This is in an effort to save water and to get rid of turf that is particularly difficult to maintain and keep green. Other hardscape options are being explored by the Committee for future projects.

### EMERGENCY PREPAREDNESS COMMITTEE

Chairperson Cheryl Gray reported that Tim Holmes has acquired the FRS walkie-talkies for the Mutual. She asks all FRS Radio volunteers to check in this Saturday morning for a radio test.

Emergency Contact Information Sheets will be mailed out to the entire membership in order for residents to update their information with the Mutual and with MOD. Everyone is asked to participate.

Blankets, whistles, and lanyards are still available for sale. They are a dollar a piece.

Bill Hubble will take over Emergency Preparedness from December 2014 – April 2015 while Gray is out of the area.

### MEMBERSHIP COMMITTEE

Membership Committee Chairperson Julie Narvaez reported that the Mutual is forming this committee in order to be a vehicle for disseminating information to new residents. Another project is to help the Emergency Preparedness Committee obtain emergency contact information from residents.

### SOCIAL COMMITTEE

Social Committee Chairperson Sally Kennedy announced that the Membership, Emergency Preparedness and Social Committees are considering doing a joint-sponsored event for the Mutual. A regularly scheduled outdoor event, like a monthly social, is also being considered.

### UNFINISHED BUSINESS

Electric Vehicle Charging Policy: Bob Viator moved and Jeanette Mungiole seconded that discussion of the proposed Electric Vehicle Charging Policy be tabled until a future board meeting in order to allow time for further research and collaboration with other Mutuels. The motion passed unanimously.

New Speed Monitor/Solar Sign (Skycrest Traffic): Rossmoor drivers are now starting to slow down as they come down Skycrest because of the new speed monitored sign that signals drivers when they drive over the speed limit.

### NEW BUSINESS

2015 Calendar of Board Meetings: Bob Viator moved and Craig Miller seconded, and unanimously approved to adopt the 2015 Calendar of Board Meetings as presented. The motion passed unanimously.

New Buyer's MOD Alterations Meetings: The Mutual is going to implement Close of Escrow Alterations Meetings to educate new homeowners about the alterations that exist in their home. This also offers a good opportunity for a Board Director to share some important rules that exist in Mutual 8.

Guest and Resident Parking Options: Much discussion and brainstorming took place concerning congested parking.

RESIDENTS' FORUM

Residents were afforded the opportunity to share their comments and have questions answered.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:32 p.m.

The next scheduled meeting: Regular Meeting of the Board, Tuesday, January 20, 2015 at 1:30 p.m., Board Room, Gateway.



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Sharon Fees, Assistant Secretary  
Walnut Creek Mutual Eight



