

M I N U T E S
WALNUT CREEK MUTUAL TWENTY-EIGHT
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JANUARY 28, 2015 AT 10:30 A.M.
CONFERENCE ROOM – MOD

President James Jardine called to order the regular meeting of the Board of Directors of Walnut Creek Mutual Twenty-Eight at 10:30 a.m. on Wednesday, January 28, 2015, in the Conference Room, Mutual Operations Division, 800 Rockview Drive, Walnut Creek, California.

ROLL CALL: Present: James Jardine, President
Richard Sheridan, Vice President

Excused: Ann Peterson, Secretary/Treasurer

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rich Perona, Landscape Manager and Anne Paone, Administrative Secretary.

In addition to two residents, committee member Dick Nishkian was present.

APPROVAL OF MINUTES

Mr. Sheridan moved to approve the minutes of the regular Board meeting of October 22, 2014 as written and reviewed. Mr. Jardine seconded and the motion carried without dissent.

EMERGENCY PREPAREDNESS COMMITTEE – Jim Jardine

Mr. Jardine reported that no one has volunteered to be entry coordinator. He will place an article in the next newsletter.

ARCHITECTURAL CONTROL COMMITTEE – Holly Markel and Donna Artist

Ms. Markel asked if anyone can install any style gate. The gate is the owner's responsibility. Mr. Donner stated that they would need to apply for an alteration permit. It would then pass from owner-to-owner. Ms. Markel wanted to know if there was a standard and she was advised that it is reviewed on a case-by-case basis.

TREASURER'S REPORT – Ann Peterson

No report

FINANCE COMMITTEE – Richard Nishkian

Mr. Nishkian reported that there are 2 delinquent owners, but one is paying some amount and the nephew is taking over the other delinquent account. The reserve balance is almost the same as the reserve study report.

Mr. Donner reported on the December preliminary year-end financials. There is \$51,907 in the operating budget and \$587,927 in the reserve account. The combined total is \$639,822 which is \$70,000 more than last year. The actual vs budget is \$11,000 under budget. The Mutual is under budget on water.

POLICY COMMITTEE

Mr. Jardine put together a binder for the Board to review. He wants to send out the new policies to the membership in a binder. He is requesting that the Board provide feedback to him on the binder.

SOCIAL COMMITTEE – Ann Peterson

Ms. Markel reported that the Social Committee has a nice response to the party coming up in February. Mr. Jardine reported that the Mutual will be receiving \$500 from PG&E for the use of the Mutual's parking lot for a day. He would like to see the money used in the social fund.

Mr. Jardine suggested that the next events for the social committee should be announced at the annual meeting.

PRESIDENT'S REPORT – Jim Jardine

Mr. Jardine reported that the Crepe Myrtles have gone a full 2 years without pruning. The roster was delivered on 1/1/15 to the membership. He thanked everyone that contributed.

The fences are finally finished.

There is a new trash company taking over in March and therefore a transition period.

There has been a third theft of the recycle bins.

A resident has responded to the request that they clean their carport.

A resident has a pattern of paying just enough to keep below the 90-day level for collection.

A resident is doing some illegal dumping, moving furniture from 7pm to 1am on Christmas Eve. Mr. Jardine will investigate and thinks a letter should be sent to anyone who does this type of activity.

Mr. Jardine has a committee letter regarding the Trust Agreement for the Board to study and comment on. The Board will need to agree if they want to sign it. The agreement requires 100% of the Mutuals to agree before any changes may be made.

He is recommending that the policy manual be placed in a binder for owners. He is asking the Board to review it and provide feedback to him.

Mr. Jardine reported there is a big insurance break. Mr. Donner reported there will be about a 29% decrease because of the unexpected 24% decrease and the 5% allotted for the insurance in the budget.

Mr. Jardine will explain about the new policies in the next newsletter, as well as dates for the socials, annual meeting and an outline of maintenance projects for 2015.

He reported that he has a document regarding a Broadband feasibility study. GRF hired a company to give them information. They looked at a few different companies.

Mr. Donner reported that the result was that Comcast offers a good deal to Rossmore. Other companies such as AT&T could be costly, especially since Comcast currently owns the lines.

VICE PRESIDENTS REPORT – Richard Sheridan

Mr. Sheridan printed out a report for the Board showing residents with addresses, email, and other information. Mr. Jardine reported that he will put an article in the newsletter that it is important for residents to supply an emergency contact.

LANDSCAPE REPORT

Mr. Perona reported the following:

LAWN MAINTENANCE: All lawns will be fertilized in mid-February with Turf Supreme, a balanced fertilizer. Irrigation will be turned on next week and will monitor for rain.

ENTRY MAINTENANCE: Entry maintenance consists of pruning shrubs, groundcovers, spraying weeds and debris clean up.

TREE MAINTENANCE: Waraner Brothers Tree Service handles all work orders.

LANDSCAPE REHAB: Landscape rehab work consists of repairing around the new fences. This will start in February.

The sprinklers will be turned on next Monday for short spurts. With no rain, things are getting dry.

BUILDINGS AND FACILITIES REPORT

Mr. West reported the following:

Work in Progress:

1. 2117 TP #2 – Small Drywall mold spot at interior corner of guest bedroom due to irrigation sprinkler spraying at wall. Steamatic responded with emergency clean up. AMAC's estimate for put back (presented to board). Irrigation has been corrected.

Follow up:

1. Fence and gate new construction – Contractor (Five Star) Contracted for \$69,780.00 complete 12/24/14.
2. Sang Electric installed 8 new solar lights along stone wall at parking E-12. And installed new walkway light at trash enclosure E-12. Sang also rewired walk way lights at E-11.
3. Concrete and root removal – #2001PT, #2101PT, #2013PT, #2153PT Five Star cost \$7,128. Completed 12/14. (From walk-through)
4. Gutter cleaning completed late October by All Clear Gutters for \$3,800.

PROPOSED PROJECTS FOR 2015

1. TILE TO COMP ROOFING #2001, #2009, #2021, #2025, #2033, #2037, #2101. AND 7 CARPORT B/U's (Dura – Last). BUDGET \$103,337.
This packet with the scope-of-work will go out to bid to Fiala, Sorenson and Rogers Roofing.
2. NEW GUTTER AND DOWNSPOUTS BUDGET \$54,824.
3. 45 NEW CARPORT JELLY JAR LIGHT FIXTURES BUDGET \$2,200.

Mr. West reported that all reserve item work is reported to Helsing Group so that they may update the reserve study.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mr. Jardine reported that Ann Peterson will not be a candidate in the next election. An article will be placed in the Rossmoor News explaining how to become a candidate.

Mr. Jardine reported that the second go around for tree trimming and removing of the Pine trees is in progress.

RESIDENTS' FORUM

Ms. Markel asked if there will be another gutter cleaning. Mr. Donner suggested that Mr. Jardine check with Rick West. Spot cleaning can always be done.

A question was asked about cleaning carports. Mr. Donner reported that MOD no longer provides that service because of issues such as residents complaining that their vehicles have been scratched during the cleaning. It is a resident responsibility.

ANNOUNCEMENT

Next meeting: Annual Membership Meeting, Wednesday, March 4, 2015, at 9:30 a.m.
in the Donner Room at the Event Center.

Regular Board Meeting, Wednesday, May 20, 2015 at 10:30 a.m. in the
Conference Room at MOD.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:40 a.m.

/s/

Anne Paone, Assistant Secretary
Walnut Creek Mutual Twenty-Eight