

MINUTES  
WALNUT CREEK MUTUAL NO. TWENTY-EIGHT  
FORTY-SIXTH ANNUAL MEETING OF MEMBERS  
WEDNESDAY, MARCH 1, 2017 AT 9:30 A.M.  
DONNER ROOM- EVENT CENTER

The Forty-Sixth Annual Meeting of Members of WALNUT CREEK MUTUAL NO. TWENTY-EIGHT was convened at 9:30 a.m. on Wednesday, March 1, 2017 in the Donner Room, Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

ROLL CALL: Present: Richard Saillard, President  
Virginia Lawson, Secretary/Treasurer

Absent: Richard Sheridan, Vice President

GRF Staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; and Anne Paone, Administrative Secretary.

President Saillard welcomed the 20 residents who were present and then introduced the Board Directors and staff.

#### CERTIFICATION OF NOTICE OF MEETING

Virginia Lawson read the Certification of Notice of Members' Meeting, attesting that, in accordance with Article 4, Section 4.3 of the Bylaws of said Corporation, notice of the meeting was mailed to all members of record as of February 17, 2017 and that notice of the annual meeting was published in the *Rossmoor News* on February 15 and February 22, 2017.

#### CERTIFICATION OF ELECTION

Anne Paone declared that Carolyn Sheridan was the sole candidate who came forth as of the deadline of January 12, 2017, had been declared qualified, was elected by acclamation pursuant to Article 5, Section 5.3 of the Mutual's Voting and Election Rules and is hereby seated on the Board of Directors.

#### APPROVAL OF MINUTES

The minutes of the Forty-Fifth Annual Meeting of Members held on March 2, 2016 were considered for approval.

A motion was made, seconded, and carried unanimously to dispense with reading of the minutes of the Forty-Fifth Annual Meeting of Members held on March 2, 2016 and approve them as written and reviewed.

#### PRESIDENT'S REPORT – Richard Saillard

President Saillard reported that there have been many accomplishments this past year. They are as follows:

- Phase 2 of 3 roofing project, which is a big project.
- Staining of fences-this improves the appearance of the fences and it promotes

longevity of them.

- Repair of sprinkler system-no additional cost to the Mutual. If a resident sees any problems, please let MOD know.
- Reseeding of lawn-no additional cost to the Mutual. The rain has created excellent conditions for growth. Some areas will have landscaping, not lawns.
- New 10-year smoke detectors are being installed. If it hasn't been done, call Sang Electric to come out and install. This is a cost-savings to the Mutual and will pay for itself within 3 years. It improves safety.

### **Projects for the coming year:**

- Finish roofing (phase 3). Only 1 building in entry 12 will get a new roof this year. Other roofs were replaced in 2005/2006 with a 40-year life. Most roofs to be done are in entry 11.
- Painting Building Project – 2 year
  - Phase 1-repair of exterior surfaces
  - Phase 2-Painting-will have 2 coats of paint
  - Residents will be asked to remove items on patios away from the building
  - Project includes carports, so will need to move cars during painting
  - Front doors will be painted if they are original
  - Owners with additions and other exterior alterations will be asked to pay for any needed repairs and for painting the alterations
  - The committee will help to select paint colors
- Landscape Rehab-projects have been prioritized.
  - There are some budget constraints so we will create a 3-year plan
- Unplanned work
  - We had some flooding in the Mutual and identified some areas that need additional drains.
  - Entry 11-GRF property had a mudslide-drain at the bottom of the hill was covered with mud. Will need to protect drains better.
  - Roto Rooter came out to unclog some drains. We will need some larger drains installed.
- Miscellaneous
  - New Resident Directory-let us know if you have a new email address by March 15, 2017. Carolyn and Richard Sheridan are working on it.
  - We had some major plumbing leaks – 3 last year – we had to replace some waterlines inside units. Pipes are aging. We will address repairs as they come up. It costs about \$4,000-\$5,000 to replace pipes.
  - Rodents are a general problem within Rossmoor. Residents should look at the exterior of the building and check for holes.
  - Don't keep a birdfeeder near homes. It will attract rodents.
  - Termites are a problem. The rain may cause an increase of termites this spring.
  - Parking on the west side of E 11 is a particular problem. MOD

looked to see if there was any potential to add more parking spaces. It would be cost-prohibitive.

- PG&E-There will be an outage next month. Register with PG&E if you have medical equipment. They will check on you.

### SECRETARY/TREASURER – Virginia Lawson

Ms. Lawson reported that there will be a survey sent to the residents to comment on the new offer by Comcast to have a DVR for \$9.00 and a landline telephone for \$20.00. The Board doesn't have to make a decision until December of 2017.

The Paint Committee will get together. A survey will be provided to members. There will be one color scheme selected with 3 colors representing the door, trim, and building. Samples will be placed in the trash enclosures. Painting is to begin on June 1, 2017.

### FINANCIAL REPORT – Dick Nishkian

Mr. Nishkian reported that they will be meeting with the auditor, Hinricher, Douglas, and Porter on March 28<sup>th</sup>. He doesn't expect any changes. This year the receivables are down to \$111.00. The reserve study is done every year. The study suggests which Mutual components should be repaired or replaced. The Mutual budgets money for these items.

There is \$825,000 set aside for roofs.

### BUILDING MAINTENANCE REPORT – Rick West

Mr. West reported the following;

#### MUTUAL 28 - 2016 COMPLETED PROJECTS AND 2017 PROPOSED PROJECTS

- MUTUAL 28 - (YR. BUILT 1971) (46 yrs.) (30 BLDGS.) (84 MANORS)

2016 COMPLETED PROJECTS - ROOFING PROJECT - TILE TO COMP - 9 BLDGS. #2109, # 2117, #2121, #2129, #2133, #2137, #2141, #2145, # 2217 / PLUS NEW BLDG. GUTTERS AND DOWNSPOUTS.

- 2017 PROPOSED PROJECTS - PHASE I - DRY ROT REHAB ON 15 BUILDINGS / PAINTING OF 15 BUILDINGS  
#2009, #2021, #2025, #2029, #2033, #2013, #2037, #2109, #2001, #2101, #2137, #2145, #2133, #2141, #2149.

ROOFING PROJECT - TILE TO COMP - 7 BLDGS. #2149, # 2157, #2161, #2169, #2173, #2181, #2201. / PLUS NEW BLDG. GUTTERS AND DOWNSPOUTS.

A map will be provided showing which buildings will be done. Color palettes will go to the committee. Five schemes will be submitted and the

committee will select 3 schemes. They will be sent out to the membership in a survey for residents to comment on their favorites. The shutters will be painted a trim color. Flat roofs will be done in phases starting in 2018.

### LANDSCAPE REPORT – Rebecca Pollon

Ms. Pollon reported the following:

#### 2017 Agenda:

We will be constructing a 3-year plan and accompanying budget to address the following;

- Rehabilitate lawns that have surpassed their useful life with updated, more resilient sod blends
- Improve long term plant health and vigor by increasing soil fertility with compost and mulch
- Addressing and refreshing entry corners and fescue hillsides along street and between entries
- Improve drainage in a few key areas

#### 2017 Rehab:

- 2001 - Removal of dilapidated lawn and replacement with new landscape
- 2037 #4 - Removal of dilapidated lawn and replacement with new landscape
- 2137-2153 rear area – Removal of badly performing vinca and replacement with new landscape
- 2129 Southeast Corner – Removal of dilapidated lawn and replacement with new landscape
- 2033-2037 Between building – Removal of narrow, struggling lawns and replacement with new landscape

#### 2017 Trees;

- Skipping 2017 Crape Myrtle pruning (was performed in 2016) to allocate money elsewhere
- Structural pruning of Pear trees mutual wide to extend healthy lifespan
- Soil drench fertilization of Pear trees to extend healthy lifespan

In May, we will re-sod some lawns.

Ms. Pollon suggested using liquid in birdfeeders instead of seeds.

### SOCIAL COMMITTEE REPORT – Holly Markel

Ms. Markel reported that everyone had a nice evening at the Valentine's Day party. The president was an excellent host and Emcee. There wasn't as good of a turnout as in the past. This may be due to the price. They are considering not having a winter party. They are circulating a paper for comments/suggestions from residents for dinners.

The BBQ will be on August 5<sup>th</sup> at the Stanley Dollar Clubhouse at 5 p.m.

Joy Hicks reported that residents will start meeting again on the last Friday of the

month when the weather is good again.

### SEATING OF DIRECTOR – Rick Saillard

Mr. Saillard reported that Carolyn Sheridan is now seated on the Board of Directors.

He stated that Carolyn Sheridan is a long-time resident. Her service to the Board will be very beneficial to the Mutual.

Mr. and Mrs. Sheridan were unable to attend due to a prior commitment, but Mr. Saillard thanked Mr. Sheridan for stepping in when Mr. Jardine resigned. His time and efforts were very much appreciated.

### UNFINISHED BUSINESS

None

### NEW BUSINESS

None

### RESIDENTS' FORUM

A resident thanked Mr. Saillard for all the work that he has done. The Mutual is very grateful.

A resident asked how they would pay for work being done that is their responsibility. Mr. Saillard responded that they may hire someone or have MOD do it. If MOD does the work, they will receive a bill from MOD.

A resident thanked Jim Jardine and Mr. Saillard for all the work they have done.

Mr. Saillard advised residents that if they want shutters or plant stands, they should submit an alteration application.

A resident asked where her husband could smoke his cigar. Mr. Saillard reported that there is a no smoking ordinance instituted by the City of Walnut Creek. He would need to go outside of the Mutual.

A resident suggested placing a bench at the park in Entry 11. Mr. Donner stated that the Mutual can designate a smoking area, but it would still need to follow the ordinance rules.

### ADJOURNMENT

Having no further business, the meeting adjourned at 10:30 a.m. to an Organizational Meeting to elect officers.

/s/ \_\_\_\_\_  
Anne Paone, Assistant Secretary  
Walnut Creek Mutual No. Twenty-Eight