

MINUTES
WALNUT CREEK MUTUAL NO. TWENTY-EIGHT
FORTY-FOURTH ANNUAL MEETING OF MEMBERS
WEDNESDAY, MARCH 4, 2015 AT 9:30 A.M.
DONNER ROOM– EVENT CENTER

The Forty-Fourth Annual Meeting of Members of WALNUT CREEK MUTUAL NO. TWENTY-EIGHT was convened at 9:30 a.m. on Wednesday, March 4, 2015 in the Donner Room, Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

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

Absent: Ann Peterson, Secretary/Treasurer

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

President Jardine welcomed the 24 residents who were present and then introduced the Board Directors and staff.

CERTIFICATION OF NOTICE OF MEETING

Ms. Paone 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 13, 2015.

CERTIFICATION OF ELECTION

Ms. Paone declared that Susan Hildreth was the sole candidate who came forth as of the deadline of February 13, 2015, 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-Third Annual Meeting of Members held on March 5, 2014 were considered for approval.

A motion was made, seconded, and carried unanimously to dispense with reading of the minutes of the Forty-Third Annual Meeting of Members held on March 5, 2014 and approve them as written and reviewed.

A motion was made, seconded, and carried to approve the regular Board meeting minutes of January 28, 2015 as written and reviewed.

PRESIDENT'S REPORT – James Jardine

President Jardine introduced the Board and staff. He reported that the roster was delivered on January 1, 2015.

The fences are finally finished with many follow-up details being handled by Vice President, Richard Sheridan and the staff under Rick West's direction.

Mr. Jardine reported that there is a new company handling the trash and recycling. There has been a third theft of one of the recycle bins.

The policy manual is in a new format and has been presented in a binder for easier organization. Mr. Jardine thanked Chairlady Ann Peterson, and the members of the policy committee, Donna Artist, Pam Bidleman, Mary Howden, Holly Markel, Dick Nishkian and Richard Sheridan for their dedication.

He congratulated the Social Committee on the big turnout for the February 8th event. The Christmas event will be cancelled.

The reserves are losing some value due to inflation.

Projects for 2015:

- Bids have gone out for tile to composite roofing in the east end of Entry 11 and 7 carport build-ups
- 45 new carport jelly jar light fixtures – old ones crystallized and yellowed reducing the light output
- New gutter and downspouts in certain manors
- Pine tree trimming is in year two-of-three
- Removal/replacement of large Liquid Amber trees is next in line, and, as with the pines, it will fit into the current budget

Mr. Jardine reported that MOD no longer provides the service of blowing out carports. There were issues such as residents complaining that their vehicles have been scratched during the cleaning. It is therefore a resident responsibility.

Mr. Jardine spoke to EBMUD and was advised that leaking toilets are the biggest residential drain. Rick West has presented us with a variety of low cost, multi-point, annual services that could help keep our water loss down, as well as provide some preventative measures. This would be added to the once-a-year replacement and testing our out smoke detectors. Residents should periodically check their toilet flappers.

If you see something-say something. Mr. Jardine advised the membership to report anything unusual to someone immediately. That might mean reporting it to the Department of Homeland Security, Public Safety, Mutual 28 board members or the

Walnut Creek Police Department. Whichever agency you deem appropriate. They are called SARs-Suspicious Activity Reports. Be aware of people hanging out in the parking lots, especially on a Sunday.

And, as usual, a reminder that we should have someone responsible to develop a program for response plans for emergencies. In the meantime, follow the advice available online, in newspapers and libraries. Have a supply of food and water, not for three days, but for at least a week.

SOCIAL COMMITTEE REPORT – Ann Peterson

Ms. Markel reported that there was a great turnout for the February event. People like the idea of not having a Christmas event. The last Sunday in June will be that annual BBQ at the Dollar Clubhouse.

POLICY REVIEW COMMITTEE – Ann Peterson

Mr. Jardine thanked the committee again for all of their hard work.

FINANCIAL REPORT – Dick Nishkian

Mr. Nishkian reported that the reserve study covers a 30-year period. It addresses the maintenance of the Mutual's components. Some examples are streets, fences, buildings and roofs. He will have a better idea of the reserve study fund after the roofs are replaced this year.

Mr. Donner reported that through February, the operating fund has \$56,383 and the reserves fund has \$601,865. It is early in the year, but the mutual is \$4,486 under budget. Insurance will be under budget, if there are no fires.

Mr. Donner explained the C-DARS program to the membership. He advised that 2 main reasons to move their reserve funds from Mechanics Bank to City National Bank are that Mechanics Bank can only insure an account up to \$250,000. City National Bank, through the C-DARS program, is able to spread the money into different CDs, which will all be FDIC insured. Additionally, the bank fees would be less at City National Bank. If the operating account is moved too, they will not charge any fees. The accounting department is looking into the process for moving the operating funds.

VICE PRESIDENT – Dick Sheridan

No report

BUILDING MAINTENANCE REPORT – Rick West

Mr. West reported the following:

Work in Progress:

1. 2117 TP #2 – Drywall mold 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 \$1,665.00 (signed by board). Irrigation has been corrected. Resident is remodeling unit and asked that work not start until April.
2. Tile to Comp Roofing #2001, #2009, #2021, #2025, #2033, #2037, #2101. New gutters and downspouts and 7 carport B/U's (Dura – Last). MOD to complete any roof truss issues. Budget. \$158,161.00. Bid package is going out this week. Bidding contractor: All Season, Sorenson, Fiala and Sierra Roofing.
3. Sidewalk replacement @ 2217 PT. Five Star estimate \$2,625. And 2205 PT. est. cost \$925 both signed by board to proceed.
4. MOD w/o to replace directional sign located on carport.

Follow up:

1. 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. Cost \$ 1,255.25 (All work authorized by Board).

LANDSCAPE REPORT – Rich Perona

In Mr. Perona's absence, Mr. Donner reported that moving into Spring, more shrubs will be pruned. There will be spot spraying on weeds. The sprinklers won't be off much longer. Once turned on, watering will probably be done twice weekly.

EMERGENCY PREPAREDNESS COMMITTEE – Jim Jardine

As mentioned in his president's report, Mr. Jardine urged residents to have adequate supplies in case of an emergency.

ARCHITECTURAL CONTROL COMMITTEE – Holly Markel

Ms. Markel reported that there has not been much activity. People seem to be following the policies of the Mutual. She reminded the membership to get alteration applications for projects.

Mr. Jardine reported that originally there was a Rossmoor-wide ACC committee. Mutual Boards would bypass that committee's decision, so now each Mutual handles their own applications.

SEATING OF DIRECTOR

Mr. Jardine announced that Susan Hildreth is officially seated on the Board, despite her excused absence today.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

RESIDENTS' FORUM

A homeowner asked if trees are replaced once they are removed. Mr. Donner explained that when the tree is removed by permit, it must be replaced, but not necessarily in the exact same area.

A homeowner had a comment about the new policies and Mr. Jardine reminded the membership to put their comments in writing so the entire Board may review them.

A homeowner inquired about how to handle a parking issue when someone is parking in guest parking. Mr. Jardine advised that they call Securitas. They will come out and chalk the tires. They will also leave a notice on the vehicle. He thinks it is better to use a neutral party.

A homeowner asked what the responsibility is for the homeowner now that the new fences are installed. There are some holes that need dirt and the sprinklers are not connected. Mr. Jardine asked him to give his address to Mr. West and he will check into it.

A homeowner inquired about the gutter cleaning stating that the downspouts are not cleaned. Mr. Jardine reported that they are part of the job. Mr. West reported that the new downspouts will be larger.

A homeowner discussed parking on the street. Vehicles are difficult to see around the turn. Mr. Jardine advised that as long as people are parking temporarily, there is nothing to do about it. He recommended people advise their guest to use visitor parking.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:35 a.m. to an Organizational Meeting to elect officers.

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