

MINUTES
WALNUT CREEK MUTUAL NO. TWENTY-EIGHT
FIFTIETH ANNUAL MEETING OF MEMBERS
WEDNESDAY, MARCH 3, 2021 AT 9:30 A.M.
ZOOM

The Fiftieth Annual Meeting of Members of WALNUT CREEK MUTUAL NO. TWENTY-EIGHT was convened at 9:30 a.m. on Wednesday, March 3, 2021 via Zoom.

ROLL CALL: Present: Richard Saillard, President
 Susan Hildreth, Vice President
 Isabelle Chen

Absent: None

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

President Saillard welcomed the 12 residents who were present and then introduced the Board Director and staff.

CERTIFICATION OF NOTICE OF MEETING

Anne Paone certified that notice was published in the Rossmoor News on December 30, 2020, and February 24, 2021.

CERTIFICATION OF ELECTION

Anne Paone certified that Isabelle Chen came forth as of the deadline of December 18, 2020, has been declared qualified and was elected by acclamation and is seated on the Board of Directors at this 50th Annual Meeting of Members held on March 3, 2021.

PRESIDENT'S REPORT – Richard Saillard

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

2020 Accomplishments

- Survived Co-vid 19
- Improved fire safety
 - Removed almost all junipers from the Mutual

- In 2020 Hillside between E11 and E12. Re-landscaped the hillside – trees, bushes, and hydro-seeding of fescue grass
 - Slope adjacent to wilderness area behind units 2021 and 2025
 - Since beginning of 2021 most of the remaining junipers in the Mutual
- Trees have been safety pruned and pines thinned out. Still have some trees to take out.
- Inspection of electrical panels in all units resulting in 3 panels being replaced and several burned out circuits replaced – space heaters
- In 2021 will do additional work on electrical systems and dryer vent cleaning
- Continued to strengthen Mutual Reserves
 - 2020 2nd year of 9% increase in monthly reserve payment with 2 additional years remaining
 - Created reserves for replacement of electrical panels and to repair sewer lines
 - 12-31-2020 Reserve Balance was \$649M and we have roofing expenditures of \$1.2MM over the next 5 years
- Updated Mutual's Collection Policy
- Maintenance
 - Cleaned out all of Mutual's sewer lines and evaluated for damage using video scope.
 - Installed new LED lights in the carports
 - Developed multi-year plans to upgrade landscape lighting and install 2-way sewer clean-outs

Mutual's Priorities

- Maintain our property to protect everyone's investment in their homes.
 - We have a Financial Responsibility to ensure we have the funds to maintain our property and adequate reserves to replace assets and infrastructure when needed.
 - Aging infrastructure – Mutual 50 years old this year
- Control Costs to the extent we can. Coupon increase from \$806 to \$921 for 2021 - \$115

\$39.32 (34%) increased cost of insurance, primarily property insurance – increases

2019 – 30%, 2020 – 49%, 2021 – 35%

\$14.28 (12%) Water bill. Reflects continued need to move to water saving landscaping and reducing the amount of grass in the Mutual

\$62.62 (54%) Increase in monthly reserve assessment. M28 is 50 years old and we need to ensure reserve adequacy to be able to replace assets as needed.

- Replenish the landscaping – conserve water
- Minimize the impact of rentals on the Mutual.
- Rewrite CCR's to maintain compliance with laws

VICE PRESIDENT – Susan Hildreth

We are in the process of reviewing the CC&Rs. Georgia Clima and Pam Bidleman are helping. We completed the general questionnaire. The Board will receive a draft from the attorney. We hope to have the final draft in the summer. We will hold a town hall meeting to review the document. We will need to hold an election to approve the revisions. This must be done by the end of December.

BUILDING MAINTENANCE REPORT – Rick West

Mr. West provided the following report:

PROJECT PLANS FOR 2021

1. In Spring 2021 - the mutual will install a New Sidewalk Railing –Plans to Fabricate and install 38 feet of metal railing alongside the sidewalk by building 2101 PT.

Contractor: Gauthier's Cost -\$ 3,769.00 Plus paint.
(Material on order. Installation pending weather).

2. In spring 2021 - the New Annual Contract to add Root X into all 30 building sewer lines for tree root control will start. Also, this year the mutual will schedule the installation of new two-way sewer clean-outs in 6 buildings to prevent sewer back-ups into the buildings. Contractor: Five Star – estimate \$2,450.00. All 30 buildings will have these cleanouts installed over the next five-year period.

Contractor: Five Star – Estimate \$4,955.00.
(Currently scheduling with Contractor).

3. In spring 2021 - The Roofing project begins with the replacement of the Duro-Last (flat section of roofs) in the 6 buildings in Entry 12. We are starting in

Entry 12 because these are the oldest roofs. As previously announced, this will be a four-year project. A fifth year is being added to the project for carport roofs that were not in the original plan. An allocation will be added to the reserve and budget for next year.

Mutual 2021 Budget for this project is \$250,000.00.

(Project out to bid. Proposal will be presented to the Board for approval).

Note: the project does not include roofs over room additions or patios. These roofs are part of resident alterations and are the responsibility of the owner.

4. In summer 2021 – The mutual will begin installing new sidewalk / landscape lighting. Converting to LED lighting and will attempt to eliminate dark spots along sidewalks without creating light pollution into resident units. This will also be a 5-year project.

Mutual 2021 Lighting Budget is \$7231.00.

(Mutual to make final decision on fixture style and color).

5. In Spring 2021 – The mutual will install a New 400 -Amp main panel at building # 2229 for all 4 units Plus, Modifications to the utility closet.

Total Project \$12,000.00.

We will also continue to watch for additional electrical issues over the course of the year.

Contractor: KR Electric - Cost \$9,470.00.

(Scheduling with Contractor for spring).

6. Scheduled for 2021 is the Replacement of all the carport electrical outlets. This was postponed from last year due to budget issues. Purpose is to ensure all outlets are properly grounded. Also, this is a safety measure due to the outlets are now 50 years old.

Contractor: MOD – Cost \$1,084.00.

(Outlet Receptacles are on order)

7. Spring 2021 – The mutual will complete your unit dryer vents cleaning. The mutual pays for this service every 3 years due to building fire safety efforts.

Contractor: Bay Air Flow – Cost \$4,995.00

(Schedule start date pending).

8. Summer 2021 The mutual will re stain the (top) cap wood on the redwood fences. Purpose is to prevent dry rot on the horizontal surface where water sits after rainfall.

Contractor Five Star

(Schedule start date pending).

LANDSCAPE REPORT – Rebecca Pollon

Ms. Hildreth reported that the Landscape Committee is a great committee. Ms. Pollon has been wonderful to work with.

Ms. Pollon reported the committee wants to create a multi-year plan. They hired a landscape architect. There were great suggestions. The junipers are being removed because they are easily combustible. Monterey Pines can also be combustible. They will be removed if they are within 30 feet of a building and will be done in phases. Pear trees can be removed because they can get a disease that is fatal to them. It is called Fire Blight. Planting and irrigation has been completed on the hillside for a total of \$18,000. Some areas where junipers have been removed will be filled in. Gas powered blowers have been discontinued. They may be used in certain situations, such as saturated, wet leaves because the electric blowers are not strong enough.

Funds are being prioritized for 2021's next round of work.

Ms. Hildreth reported that a key priority is to reduce water usage. The overall goal for 2021 and 2022 is to effectively provide reduces water needs and consider lawn removals. They will also consider establishing some areas for socializing with benches. The few areas that still have junipers will be replaced.

MOD REPORT – Paul Donner

Mr. Donner reported that MOD is open, but no resident may enter the building. There is no drop-in service allowed.

SEATING OF DIRECTOR

Mr. Saillard announced that Isabelle Chen was elected by acclamation and is now seated for a 3-year term.

RESIDENTS' FORUM

Resident asked why water was not turned off as was advised. Mr. Saillard responded that it was off, but only for a very short period of time to add Root X to the sewer lines. A resident asked what happens if the Mutual does not comply with new rental law. Mr. Saillard responded that the Mutual can be sued.

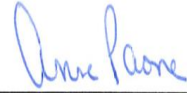
Resident asked about areas that still have roots. Ms. Pollon reported that roots help to hold the soil together. They will be removed where necessary when plants are being added to the area.

Ms. Pollon explained that plants get fertilized when they are planted. Resident should call the work order desk if they notice plants need attention.

Resident was confused about 25% rental law. Mr. Saillard explained that the Mutual can not restrict rentals less than 25% of the units in the Mutual. This means that potentially 21 units may be rented.

ADJOURNMENT

Having no further business, the meeting adjourned at 10:20 a.m. to an Organizational Meeting to elect officers.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Twenty-Eight