

M I N U T E S
WALNUT CREEK MUTUAL TWENTY-EIGHT
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JANUARY 22, 2020 AT 10:30 A.M.
BOARD ROOM – GATEWAY

President Richard Saillard 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 22, 2020, in the Board Room, Gateway Clubhouse, 1001 Golden Rain Road, Walnut Creek, California.

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

Excused: None

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

Six resident members were also present.

APPROVAL OF MINUTES

Mr. Saillard moved to approve the minutes of the regular Board meeting of October 23, 2019, and the Special meeting on December 30, 2019. Ms. Lawson seconded and the motion carried without dissent.

APPOINTMENT OF DIRECTOR

Mr. Saillard reported the Board appoints Susan Hildreth to fill the vacancy left by the resignation of John Rasmussen. She was also the only candidate to announce for the open Board position in this year's election.

CERTIFICATION OF REVIEW OF MONTHLY FINANCIAL STATEMENTS

Ms. Lawson moved to certify compliance with civil code §5500 for the October and November financials. Mr. Saillard seconded and the motion carried without dissent.

BUILDINGS AND FACILITIES REPORT

Mr. West reported the following:

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. Building # sign in entry 12 - Contractor: MOD (Scheduled to be installed).
2. 2201 PT – Contractor: Five Star – Excavate and install double cleanout / backfill. Cost \$1,384.00 (Work has been Completed).

3. 2013 PT – Installation of new 400 amp main service panel that meters all four building units. Contractor: KR Electric Inc. – Cost \$9,470.00 (Work scheduled to begin on Friday 1/31 and completed on Tuesday 2/4). Residents have received a one month advance notice.
4. Gutter Cleaning – Contractor Professional Gutter Services.
(Scheduled for Late January). Done on January 16, 2020
5. 2109 PT - Carport Damage repair due to fallen tree limb. - Contractor: MOD – Replace 4x4 section of roof including plywood and DuraLast, new joists and bracing. Estimate \$1,495.00 (Work in progress).
6. Entry 11 Concrete car stop blocks – Contractor: MOD - (Work scheduled).
7. 2153 PT #1 - Collapsed Retaining wall – Contractor: Five Star - Rebuild 25' of retaining wall with interlocking concrete blocks – Cost \$1,245.00.
(Work has been Completed).

LANDSCAPE

Ms. Pollon presented the following report to the Board:

MUTUAL ANNUAL WORKSHEET Mutual 28

ANNUAL GOALS 2020

- 1) *Create comprehensive multi-year plan for relandscaping Mutual 28*
- 2) *Complete the removal of large junipers*
- 3) *Identify trees that will need to be removed in the near future*

<u>PROJECTS (RESERVES)</u>	<u>\$39,100</u>
<u>AVAILABLE BUDGET</u>	<u>\$20,340</u>
1) Remove remaining juniper (Phase 3-4)	\$5,460
2) Landscape Plan (122 West)	\$10,800

M.O.D DAYS OR SMALL PROJECTS

1) Mulch (50 yards)?	\$2,500
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<u>TREE MAINTENANCE (OPERATING)</u>	<u>\$13,600</u>
<u>AVAILABLE BUDGET</u>	<u>\$13,600</u>
1) Annual maintenance	\$TBD-Done in late 2019

<u>TREE REMOVALS (RESERVES)</u>	<u>\$6,000</u>
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AVAILABLE BUDGET \$6,000

1) Removals \$TBD

FIRE ABATEMENT N/A

Weedeating Included in contract
Tree limbing \$0-Completed 2019

IRRIGATION PLAN \$3,150

AVAILABLE BUDGET \$2,400

Total clocks 7

Clocks older than 5 years 3

Subscription fee (~\$250 each clock older than 5 years) \$750

Number of clocks to replace (older than 10 years) 0. Up to date until 2023

Use funds to upgrade irrigation in new rehabs

- Damage to asphalt in E12 during juniper removal – Ms. Pollon will have her staff put in the asphalt, but it won't match exactly
- Work Status – fill-in plant replacement - Completed
- Work Status – year-end tree work - Completed
- Status of Mutual Landscape Plan – Working on it

Susan Hildreth reported the Landscape Committee had a good meeting. They hope to have the plan completed by June for the slope between E11 & E12.

SOCIAL COMMITTEE

The next event is planned for February 5th. If not enough people are interested, it will be cancelled.

LANDSCAPE COMMITTEE

No other items to discuss.

OFFICERS REPORTS

PRESIDENT

No report.

VICE PRESIDENT'S REPORT

N. A.

TREASURER/SECRETARY'S REPORT

No report.

FINANCIAL

Mr. Donner reported the November operating fund had \$44,139 and the reserve fund had \$551,001. The Mutual is \$46,864 better than budget. This includes the special assessment.

Mr. Donner reported that the 2020 Insurance budget was increased by 15% for \$49,350. However, the figures came in at about 45%, estimated at \$64,272. To help offset this increase, the Mutual will receive a dividend from MOD of about \$2,635. Additionally, the insurance commissions are capped, so it is estimated that the Mutual will receive \$1,591 from 2019 and \$3,392 from 2020. The deductible has been increased due to Rossmoor's loss history. There were 96 companies that bid, but after the fire on Leisure Lane, 60 pulled their bids or refused to bid. The rates were raised. The deductible amount on our insurance has been raised from \$100,000 to \$250,000, but the Mutuals will continue to share the cost of a deductible payment. The Mutual that has the event will pay \$10,000 and then their share based on door-to-door.

UNFINISHED BUSINESS

Mr. Saillard reported the Board adopted new voting rules. There will be more information at the Legal Seminar on January 29th.

Ms. Lawson reported that the attorney will provide a draft of the CC&Rs to bring them current and the Board can add information to them.

NEW BUSINESS

The Board discussed borrowing money from the reserves to cover the premium for the insurance.

Mr. Saillard moved to authorize up to \$20,000 to be borrowed from the reserve account. Ms. Hildreth seconded and the motion carried without dissent.

The Board discussed whether the Mutual should pay expenses associated with the displacement of residents during Mutual funded repairs. An example was building 2013 and if the Mutual should pay for a generator to be on standby if the power to that building isn't turned on by the end-of-the day. Ms. Lawson reported that the homeowner's insurance will cover them when it is a peril that is covered by the insurance. Replacing an electrical panel from wear and tear is not a peril. Ms. Lawson will ask the attorney for a recommendation. The Board will not make a decision until they hear from the attorney.

RESIDENTS' FORUM

Resident reported lighting issue. Mr. Saillard reported that the Mutual is replacing the jelly jar lights in the carports. Forty-four LED lights can be installed at a cost of \$5,500.

Mr. Saillard moved to approve Sang Electric to replace the 44 lights with LEDs in the carports in the amount of \$5,500. Ms. Lawson seconded and the motion carried without dissent.

ANNOUNCEMENT

Next meeting: Annual Meeting, Wednesday, March 4, 2020 at 9:30 a.m.
in the Donner Room – Event Center.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:48 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Twenty-Eight