

M I N U T E S
WALNUT CREEK MUTUAL TWENTY-EIGHT
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, MARCH 23, 2022 AT 10:30 A.M.
ZOOM

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, March 23, 2022, via Zoom.

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

Excused: None

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

Five resident members were also present.

APPROVAL OF MINUTES

Ms. Hildreth moved to approve the minutes of the regular Board meeting of January 26, 2022, the Special Meeting of February 11, 2022, and the Executive Session Meeting of February 7, 2022. Ms. Chen seconded and the motion carried without dissent.

Voice vote taken. Each Director responded aye.

CERTIFICATION OF REVIEW OF MONTHLY FINANCIAL STATEMENTS

Ms. Chen moved to certify compliance with civil code §5500 for the December 31, 2021 Preliminary Statement. Ms. Hildreth seconded and the motion carried without dissent.

Voice vote taken. Each Director responded aye.

Mr. Donner reported that Tess Haskett will be on leave for the next 12 weeks. Megan is leaving at the end of the month. Mr. Lesser is looking for a temp to fill in for Tess Haskett.

BUILDINGS AND FACILITIES REPORT

Mr. West reported the following:

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. Annual Contract to add Rootx into all 30 building sewer lines for tree root control. Also, this year the mutual scheduled the installation of new two-way sewer cleanouts in 7 buildings to prevent sewer back-ups into the buildings. All 30 buildings will have these cleanouts installed over the next five-year period.

Contractor: Five Star – Rootx Cost \$4,955.00. Cleanout Cost \$2,450.00 for each.
2021 Rootx installation has been completed and new double cleanouts has been
installed on

Buildings: 2001, 2009, 2013, 2021, 2025, 2029.

2022 Building cleanout installation scheduled for Buildings –
2033 / 2037 / 2109 / 2129 / 2117 / 2121 / 2161.

2. The Board has hired Sang Electric to begin installing new sidewalk / landscape lighting. Converting to LED lighting in an effort to eliminate dark spots along sidewalks without creating light pollution into resident units. And lowering utility and maintenance costs.

This will also be a 5-year project. Mutual 2021 Lighting Budget is \$7,231.00.

(This Budget was unused in 2021).

Mutual 2022 Lighting Budget is \$7,470.00

Fixture style is in the process of being finalized by the Board.

The Board is still looking at fixtures. They have not heard from Sang.

3. Replacement of Entry 11 Entry Sign. Contractor : MOD - Cost \$1,024.00.

This will include prime and paint.

This project will be scheduled as soon as approved.

4. Roofing project - Replacement of the Duro-Last (flat section of roofs) on the 8 buildings in Entry 11. 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. Entry 12 Cost \$153,454.00.

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.

Contractor: Fiala Roofing – Phase II Cost estimate signed \$239,454.00. Board to ratify contract.

(This Project is schedule for Spring 2022).

Ms. Hildreth moved to ratify the roofing contract from Fiala in the amount of \$239,454.00. Ms. Chen seconded and the motion carried without dissent.

Voice vote taken. Each Director responded aye.

Mr. Saillard reported that residents that have an alteration involving roofing will be asked to pay for the roofing work.

LANDSCAPE

Mr. Donner reported that the new landscape manager, John Tawaststjerna, started work today. He will attend the next Board meeting.

Ms. Hildreth reported that MOD days were on March 10 – 16. They did mulch on entry 12. They have set up a schedule for the next 3 years. Waraner did some tree trimming. They want to work on turf changes. The new landscape manager can get bids form Terra.

Mr. Saillard stated that 2 residents have crepe myrtles on their patios. They need to have those trees trimmed to control the height.

TREASURER

Ms. Chen reported that the expenses for the Mutual were close to budget for 2021.

OFFICERS REPORTS

No reports.

PRESIDENT

No report.

VICE PRESIDENT'S REPORT

No report.

TREASURER/SECRETARY

No report.

COMMITTEES

Social – No committee.

Landscape – Ms. Hildreth reported that the committee is meeting and identifying areas for drought resistance.

UNFINISHED BUSINESS

Ms. Hildreth reported that they are rewriting the policies. They should have a first draft by the end of March. They will go out for comment, but the Board approves /adopts them.

NEW BUSINESS

Mr. Saillard discussed the deductible sharing agreement. The language has now been clarified.

Ms. Hildreth moved to approve the deductible sharing agreement between Mutuals.

Ms. Chen seconded and the motion carried without dissent.

Voice vote taken. Each Director responded aye.

Mr. Saillard explained the resolutions to authorize transfers from reserves to the operating fund. Over \$10,000 requires Board approval. He would like to wait until after Monday's Presidents Forum to hear if there will be a resolution that all Mutuals would agree on.

Ms. Chen moved to go back to signing checks for disbursement at MOD. Ms.

Hildreth seconded and the motion carried without dissent.

Voice vote taken. Each Director responded aye.

RESIDENTS' FORUM

No questions or comments.

Mr. West reported that Sang responded regarding the lights. He is having trouble with the vendor. Mr. Saillard stated that they definitely want the lights to be LED.

ANNOUNCEMENT

Mr. Saillard reported that the next meeting will be a regular meeting, Wednesday, May 25, 2022 at 10:30 a.m., Board Room at Gateway or via Zoom. TBD.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:19 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Twenty-Eight