

MINUTES  
WALNUT CREEK MUTUAL TWENTY-EIGHT  
SPECIAL MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY, NOVEMBER 18, 2020 at 9:00 AM VIA ZOOM

President Richard Saillard called to order the special meeting of the Board of Directors of Walnut Creek Mutual Twenty-Eight at 9 am on Wednesday, November 18, 2020 via Zoom.

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

RESOLUTION TO INITIATE FORECLOSURE – ASSESSOR’S PARCEL NUMBER: 190-090-077-8

HOA Repay, Mutual 28’s collection agency, has recommended that the Board pursue a non-judicial foreclosure and file a notice of default on the above-noted parcel. HOA Repay will charge \$1,000 to Mutual 28 for the cost of preparing this notice of foreclosure. Once filed, the resident will have ninety days to correct the matter. President Saillard has made the resident aware of this pending action. Ms. Hildreth moved and Ms. Chen seconded that Mutual 28 pursue a non-judicial foreclosure and file a notice of default on Assessor’s Parcel Number 190-090-077-8 as of January 1, 2021. Motion carried without dissent.

AMENDED COLLECTION POLICY

The amended collection policy which brings late charges in compliance with state law was shared with the residents for comment. No comments were received. Ms. Hildreth moved and Ms. Chen seconded that the amended collection policy be adopted. Motion carried without dissent.

2169-1 DRIVEWAY ISSUE

Resident reports there is rust coloring and pitted concrete on unit driveway. Resident is not sure if this situation pre-dated her moving into the unit in the last few months. Rebecca Pollon will have Terra staff review the situation and the Mutual will provide a power washing and sealing to address this situation.

2025 PLUMBING ISSUE

Resident hired a plumber to replace toilet. Plumber identified issues in piping that may have been responsibility of the Mutual to repair. President Saillard discussed situation with plumber but did not authorize the plumber to make any repairs on behalf of the Mutual. Plumber addressed this situation and installed a new toilet. Plumber presented President Saillard with a bill for \$225 for work he completed that he deemed responsibility of the Mutual. President Saillard recommended that Mutual 28 not pay this bill as at no time did President Saillard authorize the plumber to do any repair work on the behalf of Mutual 28. The other board members agreed with this recommendation.

JUNIPER STUMPS 2021-2025 HILLSIDE

Upon the request of President Saillard, Terra did some work on reducing juniper stumps remaining after juniper removal in above-noted area. Mutual 28 has done extensive juniper removal and the treatment of juniper stumps after removal has been inconsistent. We will make sure in future contracts for juniper removal that we will be very specific in terms of how remaining stumps are treated, ground down to grade, etc.

RESIDENT BILLABLE WORK AT 2201 AND 2181

These charges were discovered through the diligent review of Mutual 28 monthly financial statements by President Saillard and Treasurer/Secretary Chen.

2201 – Resident called Securitas after-hours for noise in AC unit. Securitas responded and contacted MOD after-hours employee who reset AC unit. Mutual 28 was charged \$345 for this service. This situation was deemed not to be an emergency and the responsibility of the resident. President Saillard recommended and Ms. Hildreth and Ms. Chen agreed that this charge should be forwarded to resident for re-payment to the Mutual.

2181 – Resident experienced electrical problems after-hours and called President Saillard who recommended that she contact Sang Electric but did not authorize Mutual 28 funds to be used in this situation. Resident called Sang who recommended that resident call Securitas. Resident did so and Securitas contacted MOD after-hours employee to respond. Resident was talking with Sang Electric when MOD employee arrived and was able to diagnose the issue (a failing refrigerator) with Sang and MOD. Mutual 28 was charged \$62.50 for this service which was not the responsibility of the Mutual. President Saillard recommended and Ms. Hildreth and Ms. Chen agreed that this charge should be forwarded to resident for re- payment to the Mutual.

Mutual 28 has developed a form for MOD employees to use in these after-hours calls to inform residents that they may be responsible for after-hours charges. It is not clear that these forms are being used by MOD personnel and President Saillard will check on this.

#### RESIDENTS' FORUM

One resident attended the meeting but had no comments. This resident has requested the installation of a sidewalk handrail on a slope close to her unit. The Mutual is getting estimates for this project and will review possible action when estimates are received.

Information booklets regarding 2021 coupon will be mailed by end of November to residents to comply with 30-day required noticed prior to coupon increase.

#### ANNOUNCEMENT

Next meeting: Wednesday, January 27, 2021, 10:30am, via Zoom

#### ADJOURNMENT

The meeting was adjourned at 9:52 am.



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Anne Paone, Assistant Secretary  
Walnut Creek Mutual Twenty-Eight