

M I N U T E S
WALNUT CREEK MUTUAL TWENTY-EIGHT
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 26, 2022 AT 10:30 A.M.
ZOOM

President Susan Hildreth called to order the regular meeting of the Board of Directors of Walnut Creek Mutual Twenty-Eight at 10:30 a.m. on Wednesday, October 26, 2022, via Zoom.

ROLL CALL: Present: Susan Hildreth, President
Marsha Young, 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; John Tawaststjerna, Landscape Manager and Anne Paone, Administrative Secretary.

Ten resident members were also present.

APPROVAL OF MINUTES

Ms. Young moved to approve the minutes of the regular Board meeting of September 28, 2022. Ms. Chen seconded and the motion carried without dissent.

Voice vote taken. Hildreth-y, Young-y, Chen-y

CERTIFICATION OF REVIEW OF MONTHLY FINANCIAL STATEMENTS

Ms. Chen moved to certify compliance with civil code §5500 for the September 30, 2022 Financials. Ms. Young seconded and the motion carried without dissent.

Voice vote taken. Hildreth-y, Young -y, Chen-y

BUILDINGS AND FACILITIES REPORT

Mr. West reported the following:

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. The Board has hired Sang Electric to begin installing new sidewalk / landscape lighting.

Converting to LED lighting.

This is scheduled as a 5-year project. Mutual 2022 Lighting Budget is \$7,470.00

Waiting for Sang Electric to order and install the Light fixtures.

(Project update).

2. 2169 PTARMIGAN DR. #2 Repiping Project Due to under slab leak. Plumbing
Scope of work:
Put down Floor protection and move anything necessary. Open all necessary walls. Pull toilet. Remove vanity. Re-pipe overhead to both units. Drop down the wall in bathrooms and kitchen. Re-pipe to bathroom 1 and 2, kitchen sink, laundry water heater and hose bib in each unit. Pipe type L copper up the wall into the attic space at the water service. Transition to Pex in the attic. Re use existing fixtures. Even though unit 1 has been remodeled we need to tie their plumbing into the new feed in attic. Put Back Scope of work Mask all areas that we are going to work from dust and paint drips. Carefully install wallboard where it was removed on bathroom walls. Install wood backing as needed. Drywall tape, float seams, and apply skim coat. Texture walls to match existing. Prime new drywall and patching compound. Apply one full coat paint on complete walls to ensure color matches. Install existing vanity cabinets and counters that were removed. Install baseboard that was removed. Install light fixtures that were removed. Install mirrors that were removed. Include Materials: plastic, floor protection, cooper pipe and fittings, Pex pipe and fittings, stub outs, angle stops, supply lines, blocking, adapters, insulation, strapping, drywall, paint, and dump demoed material.

Contractor Five Star Estimated Cost \$16,500.00.

This Project is Complete

3. Concrete repairs for tripping hazards. Currently out to bid.

Mr. West reported that the flat roofs (Duro Last) on 8 buildings will be done in 2023. They will come back to do the carport roofs.

Ms. Hildreth stated they a scope of work will be developed to add gutters in the next few years. They will begin in 2023.

LANDSCAPE

Mr. Tawaststjerna reported that Terra Landscape will not fertilize turf because it takes a lot of water. They will not overseed. Terra has finished their plantings. November 10th begins MOD workdays.

TREASURER

Ms. Chen did not have a report.

SOCIAL COMMITTEE

Ms. Hildreth reported there is no official committee. Folks have been volunteering. A potluck is being planned for February 22, 2023.

LANDSCAPE COMMITTEE

Ms. Hildreth reported that she and Ms. Young are working on the committee. Hopefully, Ms. Young will eventually take over the committee.

UNFINISHED BUSINESS

Policy Rewrite:

Ms. Young moved to adopt the proposed changes to the policies. Ms. Chen seconded and the motion carried without dissent.

A voice vote was taken: Hildreth-y, Young-y, Chen-y

NEW BUSINESS

Budget for 2023:

Mr. Donner reviewed the proposed budget for 2023 as follows.

The monthly coupon will be \$1,110.00 per manor with a \$113.00 increase over 2022. The management fee will be increased by \$7.09. This is due to additional staff being hired. Building Maintenance will decrease by \$2.63. Landscape, which is the inhouse crew, Terra Landscape and pest control will be increased by \$.57. Insurance will increase by \$65.85. Utilities will increase by \$3.70 due to rate increases; the reserve contribution will be increased by \$15.70. GRF will increase by \$21.35.

Ms. Hildreth thanked Mr. Donner, Mr. West, and the MOD team for their work.

Ms. Young moved to approve the proposed 2023 budget as presented. Ms. Chen seconded and the motion carried without dissent.

A voice vote was taken: Hildreth-y, Young-y, Chen-y

RESIDENTS' FORUM

Resident asked how much refund the Mutual receive from MOD and GRF. Ms. Chen reported they received a total of \$46,568 which was put toward the insurance premium.

Resident asked if Jenark is part of the infrastructure and should come from the Trust. Mr. Donner reported that the auditors said no, it is all cloud-based.

Resident asked John T. for an explanation of the difference between pruning and tree trimming. John stated the tree work is done by Terra Landscape up to 12 ft. If the trimming is more than that height, Waraner or another company must do the trimming. He stated that they are using low maintenance shrubs and plants.

Mr. Donner reported that they are looking for reductions on lawns, but Terra uses a lot of gas and gas prices are high.

Resident thanked everyone on the Board and committees for their work.

ANNOUNCEMENT

Ms. Hildreth reported that the next meeting will be a regular meeting, Wednesday, January 25, 2023 at 10:30 a.m., via Zoom.

ADJOURNMENT

Having no further business, the meeting adjourned at 11:21 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Twenty-Eight