

M I N U T E S
WALNUT CREEK MUTUAL TWENTY-EIGHT
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 22, 2014 AT 10:30 A.M.
CONFERENCE ROOM – MOD

President James Jardine 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 22, 2014, in the Conference Room, Mutual Operations Division, 800 Rockview Drive, Walnut Creek, California.

ROLL CALL: Present: James Jardine, President
Richard Sheridan, Vice President
Ann Peterson, Secretary/Treasurer

Excused: None

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

In addition to four residents, committee member Dick Nishkian was present.

APPROVAL OF MINUTES

Mr. Jardine moved to approve the minutes of the regular Board meeting of July 23, 2014 as written and reviewed. Mr. Sheridan seconded and the motion carried without dissent.

EMERGENCY PREPAREDNESS COMMITTEE – Jim Jardine

Mr. Jardine reported that he sat in on a meeting with Jerry Preibat on how to handle emergency calls on the radio.

ARCHITECTURAL CONTROL COMMITTEE – Holly Markel and Donna Artist

No report.

TREASURER'S REPORT – Ann Peterson

Mr. Donner reported the operating fund balance is \$46,353. The reserve fund balance is \$629,529. The total amount for both funds is approximately \$675,882. Currently the Mutual is under budget by \$5,373. The utilities are under budget by \$11,000, mostly due to water savings. Insurance is over budget by \$3,200 due to shared deductibles.

FINANCE COMMITTEE – Richard Nishkian

Mr. Nishkian reported the Helsing report needs to have the line item for concrete changed. It is not current. He will talk to Chris Preminger about having it corrected. The Mutual is on budget for the end-of-year.

POLICY COMMITTEE

Ms. Peterson reported that she has given Mr. Jardine the policies. He is waiting for a quote from the attorney for her assistance in reviewing the policies to confirm that there are no conflicts with other documents.

SOCIAL COMMITTEE – Ann Peterson

Ms. Peterson reported that the Holiday party will be on February 8, 2015. It will be at the Dollar Clubhouse. She will report more as they get closer to the date. Currently there is \$199.30 in the social account.

PRESIDENT'S REPORT – Jim Jardine

Mr. Jardine reported that at the Presidents' Forum the question of whether it is legal to refuse to sell to developers was discussed. There was also some discussion about limiting leases before a new owner has lived in the manor for a certain amount of time. This has caused a problem with HUD. HUD is responsible for approving reverse mortgages.

He reported on various resident issues, such as delinquencies, motorcycle noise and resident noise.

Once the policies are completed, an article will be in the newsletter explaining the changes, as well as some dates for the socials, annual meeting and an outline of maintenance projects for 2015.

He also wanted to thank everyone for their patience, input and feedback on the fences.

VICE PRESIDENT'S REPORT – Richard Sheridan

Mr. Sheridan reported that he and the committee are currently updating the Mutual roster. He has added it to a spreadsheet. There are 17 dogs, 15 cats and 2 birds in the community, along with various other statistics.

SECRETARY'S REPORT – Ann Peterson

No report.

LANDSCAPE REPORT

Mr. Perona reported the following:

LAWN MAINTENANCE: All lawns will be fertilized in early November with Turf Supreme urea, a balanced fertilizer. Irrigation is being reduced as weather cools and days get shorter. Once it starts to rain the controllers will be shut off.

ENTRY MAINTENANCE: Entry maintenance consists of pruning shrubs, groundcovers, spraying weeds and debris clean up. There will be leaf cleanup in a few weeks.

TREE MAINTENANCE: Waraner Brothers Tree Service handles all work orders.

LANDSCAPE REHAB: Landscape rehab work was completed in early July.

BUILDINGS AND FACILITIES REPORT

Mr. West reported the following:

1. Fence and gate new construction – Contractor (Five Star) Contracted for \$69,780.00 Entry 12 completed excluding: trash enclosures and punch list. Entry 11 in progress.
2. Concrete and root removal – #2001 PT, #2101 PT, #2013 PT, #2153PT bids from Five Star cost \$7,128. Gauthier's cost \$ 10,470. (presented to board)
3. Gutter cleaning scheduled for late October by All Clear for \$3,800. (presented to board).

Mr. West provided the Board with a bid for a fence and gate installed in an open space area where none previously existed, but no particular address.

UNFINISHED BUSINESS

None

NEW BUSINESS

The Board of Directors discussed setting up a pre-escrow meeting for prospective new buyers. Mr. Donner reported that the primary purpose for the meeting for MOD is to go over any alterations that have been done to the unit. Ms. Peterson was concerned about having pre-escrow meetings because something might be said that could interfere with the sale. The Board decided to have a post-escrow meeting.

Mr. Jardine called for a motion.

Ms. Peterson motioned to have post-escrow meetings set up with new residents. Mr. Sheridan seconded and the motion carried without dissent.

The Board will remove slurry coating from the maintenance schedule. They will advise Mr. West or Mr. Preminger.

The Board discussed the budget for fencing. Mr. Jardine called for a motion.

Mr. Jardine motioned to authorize an amount NTE \$5,000 for the fence work being done by Five Star Painting. Ms. Peterson seconded and the motion carried without dissent.

The Board discussed concrete work. Mr. Jardine called for a motion.

Mr. Sheridan motioned to authorize \$7,128 to replace 4 sections of concrete in entry 11 to be done by Five Star Painting. Ms. Peterson seconded and the motion carried without dissent.

The Board discussed preventative termite inspections. Mr. West suggested that the Mutual do inspections to catch any issues before they cause major problems. Mr. Donner thought the Board may need more information, especially regarding cost. The Board discussed checking any units attached to a unit that has been confirmed as having termites. Mr. West reported that Antimite would inspect a unit for \$45. They would waive the fee if they get an entire building to do and if they are given the work order for the treatment. The issue is that the report may come back listing damage and once the Mutual is aware of this they must take action. This could have the potential to be very costly.

Mr. Jardine motioned to start with a preventative termite inspection on 2209 Ptarmigan for the building. Mr. Sheridan seconded and the motion carried without dissent.

The Board discussed the 2015 budget.

Mr. Sheridan motioned to approve the 2015 budget with an increase of \$3 per unit per month. Mr. Jardine seconded and the motion carried by majority. 2-1 (Ann Peterson)

RESIDENTS' FORUM

None

ANNOUNCEMENT

Next meeting: Regular Board Meeting, Wednesday, January 28, 2014 at 10:30 a.m. in the Conference Room at MOD.

ADJOURNMENT

Having no further business, the meeting adjourned at 12:10 p.m.

/s/

Anne Paone, Assistant Secretary
Walnut Creek Mutual Twenty-Eight