

M I N U T E S  
WALNUT CREEK MUTUAL TWENTY-EIGHT  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY, MAY 22, 2019 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, May 22, 2019, in the Board Room, Gateway Clubhouse, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: Present:       Richard Saillard, President  
                                  Jon Rasmussen, 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.

Four resident members were also present.

APPROVAL OF MINUTES

Mr. Saillard moved to approve the minutes of the regular Board meeting of January 30, 2019, Special Session meeting of March 21, 2019 and October 24, 2018, November 30, 2018 Executive Session meeting. Ms. Lawson seconded and the motion carried without dissent.

CERTIFICATION OF REVIEW OF MONTHLY FINANCIAL STATEMENTS

*Ms. Lawson moved to certify compliance with civil code §5500. Mr. Rasmussen seconded and the motion carried without dissent.*

BUILDINGS AND FACILITIES REPORT

Mr. West reported the following:

*PENDING ITEMS: Proposal review and Approval*

1. 2229 PT #1 Under Slab Leak Repair – Re-pipe with Pex line. Estimates from Five Star Construction One unit only - \$10,900.00 All 4 units - \$ Leap Frog Plumbing estimate One unit only - \$.00 All 4 units -\$.00 Both of these bids include drywall, texture and paint. All of these estimates will be ready for the board meeting (Presented to the Board for approval).

*Mr. Saillard moved to approve the proposal from Five Star Construction for one unit only in the amount of \$10,900. Mr. Rasmussen seconded and the motion carried without dissent.*

2. Motion Lighting at 2029 PT. Contractor Sang Electric. (LED)  
(Presented to the Board for approval).  
*Mr. Saillard moved to approve the proposal from Sang Electric in the amount of \$850 for the side of the carport. Mr. Rasmussen seconded and the motion carried without dissent.*
  
3. Side Walk Tripping Hazard grinding estimate. Contractor: Five Star  
Estimate to grind down 89 locations \$ 8,900.00.  
(Presented to the Board for approval). Tabled pending walk with Five Star and Rick Saillard.
  
4. 2181 PT #1 Rear Patio Concrete pad replacement – Contractor Five Star Estimate \$8,280.00 (Presented to the Board for approval). Closed until hear from resident.
  
5. 2145 PT #1 Attic Beam Project – Asbestos Removal - Contractors: Eisen  
Environmental Estimate \$ 6,950.00. ERI estimate \$4,162.40  
*Mr. Saillard moved to approve the proposal from ERI in the amount of \$4,162.40. Mr. Rasmussen seconded and the motion carried without dissent.*

Beam installation Contractors: A-One Construction \$22,012.00 ALP Construction \$25,465.00 AMAC Construction \$26,612.00.

All of these estimates will be ready for the board meeting  
(Presented to the Board for approval).

*Mr. Saillard moved to approve the proposal from A-One Construction in the amount of \$22,012.00. Ms. Lawson seconded and the motion carried without dissent.*

#### INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. Solar lighting for the entry signs. Contractor: MOD (Work Completed).
2. Rehabilitate of 2 signs in entry 11. Contractor : MOD ( Work Scheduled).  
One sign is complete.

#### LANDSCAPE COMMITTEE

Ms. Pollon reported the following:

#### SPRING 2019 MAINTENANCE REPORT

LAWN MAINTENANCE      Lawns have been aerated and will be fertilized in the coming weeks.

**WATER USE**

Water use will begin to rise with the weather. Irrigation comes on between dusk and dawn but if you see evidence of a sprinkler malfunction please call it in to the work order desk.

**ENTRY MAINTENANCE**

Entry maintenance crews are addressing weeds and tip pruning Azaleas, Grevilleas, and other shrubs as needed.

**MOD CREW DAYS**

The MOD crew days are coming up either the last week of May or first week of June. We will spend the entirety removing Junipers because of their fire fuel load. The landscape committee has been working hard on identifying other priorities for the mutual which will help with long term planning and budgeting.

**RESIDENT REQUESTS**

If you have landscape *maintenance* requests (pruning or irrigation), please direct them to the MOD work order desk. If you have landscape *improvement* requests please contact your mutual landscape representative.

**WORK ORDER DESK**

By phone: 988-7650

By email: [WORKORDER@ROSSMOOR.COM](mailto:WORKORDER@ROSSMOOR.COM)

There is a long-term plan for landscaping. The landscape committee has recommended that Juniper removal be the top priority. The Board will need to add money to the budget for next year for replacement plants. Turf should be changed to drought-resistant landscaping. The committee also categorized entries for Rehab priority.

Ms. Hildreth thanked Ms. Pollon for her help. Ms. Pollon thanked the committee for providing an excellent list.

Fire Abatement Program has tentatively approved the Mutual's application. They will match up to \$5,000.

Ms. Pollon will apply for new permits for tree removals. Ms. Pollon adjusted the numbers for the Helsing Report and this can be discussed at a later date.

Ms. Lawson asked about allowing residents to pay for plantings, so it can be done sooner.

Ms. Pollon reported that it is possible and can be discussed at a later date.

The Board approved \$700 to remove Coyote Brush.

**SOCIAL COMMITTEE**

August 3<sup>rd</sup> is the BBQ. The committee will start planning sessions.

**LANDSCAPE COMMITTEE**

Mr. Saillard reported that Ms. Pollon can write a template letter to residents to trim trees on their patio. The Landscape Committee will give Ms. Pollon addresses.

**OFFICERS REPORTS**

**PRESIDENT**

Mr. Saillard reported that water usage has gone down from last year. The mutual is realizing water savings.

#### VICE PRESIDENT'S REPORT

No report.

#### TREASURER/SECRETARY'S REPORT

No report.

#### FINANCIAL

Mr. Donner reported the April operating fund has \$28,376 and the reserve fund has \$500,290. The Mutual is \$41,000 better than budget, which includes the special assessments. Utilities is \$20,000 better than budget.

#### UNFINISHED BUSINESS

Mr. Saillard reported that he received the policies back from the attorney. They were solar, collection of interest and towing. They can be sent out to the membership for 28 days. Mr. Saillard want to review the delinquent policy again. He has a question about partial payments. He needs to speak to the attorney again. He wants to make sure the policy conforms to other documents of the Mutual.

Ms. Lawson thinks the towing policy can be sent to the membership. She has an issue with the solar policy in regard to insurance and how it reads.

*Mr. Saillard moved that once the changes are made, the Board approves the Solar Policy and Towing Policy and agrees they will be ready to distribute to members. Ms. Lawson seconded and the motion carried without dissent.*

#### NEW BUSINESS

Mr. Saillard thinks the Board should switch legal counsel because in the past there was a delay in response time. Ms. Lawson thinks the attorney has stepped up. Ms. Lawson would like to postpone this decision to allow for the finishing of policies. The Board agreed to postpone the decision for now.

Mr. Saillard reported that until the Board is sure the bins fit in the enclosures, the Mutual will not move forward with composting. Some "Champions" have agreed to work for the project. They would check for rodents and bugs. They will make sure proper items are in appropriate bins. Compost is picked up on Thursdays. Mr. Donner reported MOD has 4 bins for composting. Mr. Saillard reported that the Mutual should be able to start composting in the beginning of July.

#### RESIDENTS' FORUM

Resident reported that another resident has a cat that is causing problems. The cat goes

outside and annoys other indoor cats. It also kills birds.

Next meeting: Board Meeting, Wednesday, July 31, 2019 at 10:30 a.m.  
in the Board Room – Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 12:05 p.m.



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Anne Paone, Assistant Secretary  
Walnut Creek Mutual Twenty-Eight