

M I N U T E S
WALNUT CREEK MUTUAL TWENTY-EIGHT
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JUNE 4, 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, June 4, 2014, in the Conference Room, Mutual Operations Division, 800 Rockview Drive, Walnut Creek, California.

ROLL CALL: Present: James Jardine, President
Richard Sheridan, Vice President

Excused: Ann Peterson, Secretary/Treasurer

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

In addition to three residents, committee members Holly Markel, Donna Artist and Dick Nishkian were present.

APPROVAL OF MINUTES

Mr. Sheridan moved to approve the minutes of the regular Board meeting of January 22, 2014 as written and reviewed. Mr. Jardine seconded and the motion carried without dissent.

EMERGENCY PREPAREDNESS COMMITTEE – Jim Jardine

No report

ARCHITECTURAL CONTROL COMMITTEE – Holly Markel and Donna Artist

Ms. Markel reported that trucks and vans are parking in guest areas and are breaking light fixtures, especially when the trucks back into the space.

Mr. Jardine suggested placing some large rocks around to protect the lighting. Mr. West will speak to Mr. Perona about this issue.

Ms. Markel advised Mr. Jardine that the RV is still parked in front. Mr. Jardine will send a letter to the resident.

The Board will review the letter from the Board attorney, Stephanie Hayes, regarding a resident's placement of signs and make a decision about holding an executive session for the resident's other offenses.

TREASURER'S REPORT – Ann Peterson

No report

FINANCE COMMITTEE – Richard Nishkian

Mr. Nishkian reported the Mutual has \$17.00 in late assessments. Someone may have put an incorrect amount on their check.

For the first four months, the Mutual is under budget.

Mr. Nishkian will meet with Paul Donner and Rick West to discuss long-term repairs and replacements.

POLICY COMMITTEE

Ms. Peterson will do some edits and then the committee will review the documents again. Mr. Jardine will edit certain sections and provide the new text to the committee.

SOCIAL COMMITTEE – Ann Peterson

Holly Markel and Judy Canepa will co-chair the next event scheduled on Sunday, June 15, 2014. It is a BBQ to be held at the Donner Room in the Event Center.

The committee will meet again at a date TBD.

PRESIDENT'S REPORT – Jim Jardine

Mr. Jardine reported that he had a landscape walk-through with Rich Perona. The tree trimming is done for this year. It is a three-year project.

There is more research to be done regarding the new fence designs. The trash enclosures fencing should be reviewed, too.

Mr. Jardine went to Comcast and spoke to them about the new expanded package they are offering. To receive the package, the entire Mutual must accept it.

VICE PRESIDENTS REPORT – Richard Sheridan

Mr. Sheridan reported a light fixture that is broken. He will call the work order desk.

The membership was reminded to call or email the work order desk for repairs.

LANDSCAPE REPORT

Mr. Donner reported that EBMUD will send a representative to the next Presidents' Forum. EBMUD is in good shape mainly because they are in charge of their own supply of water. The Freeport pumping station in the Delta can pump water into local reservoirs. EBMUD filled the reservoirs at their expense, but if this needs to be done

again, there will be a 14% percent increase to customers. Currently, the 10% cutback in usage is still voluntary.

Mr. Donner is looking into setting up a day when EBMUD can come and provide a "Water Conservation Day". Residents would be able to complete EBMUD's required survey and then receive some water-saving devices.

The following written report was provided prior to the Board meeting by Rich Perona.

LAWN MAINTENANCE All lawns will be fertilized the second week of June with sulfur coated urea, a slow release fertilizer. Lawns were aerated and sprayed for broadleaf weeds in early May.

ENTRY MAINTENANCE Entry maintenance consists of pruning shrubs, groundcovers, spraying weeds and debris clean up.

TREE MAINTENANCE Waraner Brothers Tree Service handles all work orders. Pruning was completed in late February. This included the start of a three year program to prune and remove Monterey Pine trees on the border of the Mutual up against the open space areas. We have applied to the City of Walnut Creek to remove a dead Liquidambar tree along the side of building 2013; as soon as we get it the tree will be removed.

LANDSCAPE REHAB Landscape rehab work will start the week of June 9th.

BUILDINGS AND FACILITIES REPORT

Mr. West reported that he has sent some new fence designs to Mr. Jardine for the Board's review. The six-foot fence and the shorter fence will be installed at a location for everyone to view.

The Helsing Group reserve study report is very specific on what needs to be replaced – thirty fences, 1 trash enclosure, and thirteen gates. Additionally, there are other items to be completed in the coming years.

Mr. West advised the Board that they might consider increasing the budget for termite control. Perhaps they should consider annual inspections or inspections performed in phases.

In addition, concrete has not been under-budgeted. It is currently budgeted for \$1,000 and to date, \$6,928 has been spent.

TREASURER REPORT

No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

The Board of Directors will not vote on the new fence design because a Board member is excused from this meeting.

Mr. Jardine has thus far determined that there are not enough residents interested in the new Comcast expanded package being offered. He will take another survey.

RESIDENTS' FORUM

None

ANNOUNCEMENT

Next meeting: Regular Board Meeting, Wednesday, July 23, 2014 at 9:30 a.m. in the Conference Room at MOD

ADJOURNMENT

Having no further business, the meeting adjourned at 11:55 a.m.

/s/

Anne Paone - Assistant Secretary
Walnut Creek Mutual Twenty-Eight