

MINUTES

WALNUT CREEK MUTUAL NO. TWENTY-NINE
FORTY-SECOND ANNUAL MEMBERS MEETING
MONDAY, MARCH 16, 2015 AT 9:30 A.M.
MULTI-PURPOSE ROOM #3, GATEWAY COMPLEX

President Beth Gannon convened the Annual Members Meeting of WALNUT CREEK MUTUAL NO. TWENTY-NINE on Monday, March 16, 2015 at 9:30 a.m. in Multi-Purpose Room #3, Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL:

Attendance

PRESENT: Beth Gannon President
 Barbara Crane Vice President
 Toba Simon Secretary
 Bill Chauncey Director

EXCUSED: Jim Bombardier Treasurer

Representing Mutual Operations were Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Rich Perona, Landscape Maintenance Manager; and Sharon Fees, Board Services Coordinator.

Twenty-four additional Mutual members were present.

APPROVAL OF MINUTES

Approval of Minutes

At President Gannon's recommendation,

Bill Chauncey moved to approve the Minutes of the December 15, 2014 Quarterly Meeting as written and reviewed. Toba Simon seconded, and the motion carried without dissent.

AUDIENCE INTRODUCTIONS

Audience Introductions

Beth Gannon asked audience members to introduce themselves to the assembled group.

PRESIDENT'S REPORT -- Beth Gannon

President's Report

Re-sales: There were thirteen re-sales in Mutual 29 over the past twelve months.

Close of Escrow Alteration Meetings: The Board adopted close of escrow Alteration Meetings that buyers are required to attend. At this meeting, a buyer will learn about previous alterations that have been done to the unit that he is about to purchase and a representative from the Alterations Department will answer any questions the buyer may have regarding these alterations. A member of the Board may also be present to further explain some of the basic rules that govern Mutual 29.

2015 Coupon: The coupon amount for 2015 is \$610 and currently there are no past-due coupons.

Mutual 29 needs community volunteers: Gannon thanked those who continue to volunteer

their services to the Mutual and encouraged others, who are able, to volunteer in various capacities for the Mutual.

Compliance with Policies and CCRs: Beth Gannon thanked everyone for their compliance to policies. She noted that those violating policy will be sent a letter as a courtesy to explain what the violation is and how to remedy it.

Legal Seminar: A seminar for all Mutual Board Directors will be held on March 24.

Neighbors who have moved away: Gannon announced that Mrs. Joan Mosheim, at 105 years old, recently passed away. She further announced that Mr. and Mrs. Clare moved away. Gannon welcomed new resident Linda Adams.

ANNOUNCEMENT OF ELECTION RESULTS – Sharon Fees

Announcement of
Election Results

Sharon Fees read the Notice of Meeting and announced the election results. Bill Chauncey was seated as a member of the board by acclamation.

FINANCIAL REPORT – Paul Donner

Financial Report

Paul Donner reported that the Mutual has \$9,460 in the operating fund and \$260,460 in the reserve fund for a total of \$269,920. The Mutual is running \$1,441 over budget. This overage is mostly due to building maintenance and landscaping but is being offset by savings in water and insurance expenses. Mutual 29 is on target in keeping with the 2015 budget.

EMERGENCY PREPAREDNESS – This leadership position is currently vacant.

Emergency
Preparedness
Report

Beth Gannon asked for a volunteer to run the Emergency Preparedness Committee.

Gannon encouraged all Mutual residents to be prepared with at least three-days' worth of food, water, and medication in case an emergency occur.

BUILDING MAINTENANCE REPORT – Roger Wilcox, Chairman and Rick West,
Building Maintenance Manager

Building
Maintenance
Report

Rick West reported on the following:

3160 PT #1: Davis Plumbing investigated a pipe leak in the wall. When unit #1 used the dishwasher, water came up through the kitchen sink in #2. The clog was cleared, but he wall needs to be opened in order to fix the leak and the resident is not available until March 27. This work will be done as soon as access is gained.

2015 Carport Roofing Project: Bids have gone out to install DuroLast on seven carport roofs, #6 - #12. The budget for this project is \$76,000. New downspouts will also need to be installed. The budget for this ancillary project is \$5,271. All bids for this work will be submitted for review no later than the end of March.

2015 Jelly Jar Light Fixture Project: Helsing had budgeted \$1,800 for the standard fixture replacement. Sang Electric has submitted a bid for 45 fixtures to be replaced at \$129 each, totaling \$5,805. This is for LED lights with a bulb life expectancy of 10,000 hrs.

LANDSCAPE REPORT – Sandra Chauncey, Landscape Committee Chairperson

Landscape
Report

Landscape Manager Rich Perona reported on the following:

All turf areas were fertilized in mid-February and the irrigation controllers have currently been turned on to run twice a week.

Crews are on schedule; pruning shrubs and ground covers, and spraying for weeds.

All tree maintenance is handled by Waraner Brothers Tree Service and spring tree pruning was recently completed. The crew is scheduled to return later this year.

The rehab crew finished the first scheduled work for the year, completing several small projects throughout the Mutual, including changing out the large rotor sprinkler heads to high-efficiency sprinkler heads.

Sandra Chauncey asked residents for ideas relating to water conservation as it relates to landscaping. Rich Perona suggested doing some selective lawn conversions. It was decided that he, Sandra Chauncey, and any other resident who wished to join them, would walk the Mutual to identify potential areas for lawn conversion.

The Mutual is eligible for up to \$20,000 in rebates from EBMUD for doing lawn conversions and removing sprinklers.

Perona responded to member comments and questions.

TRUST AGREEMENT UPDATE – Barbara Crane

Trust Agreement
Update

Barbara Crane announced that the TARRC asked all Mutuals for vote to either accept or reject the restated Trust Agreement.

SOCIAL -- Bill Chauncey

Social Committee

Bill Chauncey reported that the Mutual 29 Annual Dinner will be Sunday, August 2.

UNFINISHED BUSINESS

Unfinished
Business

Parking Policy: Much discussion took place regarding parking in the Mutual. Beth Gannon suggested some courtesies to residents:

- 1) Don't monopolize open spots
- 2) Ask caregivers and contractors to park on the street
- 3) Double park in carport areas where it is feasible

NEW BUSINESS

New Business

There was no new business to discuss.

RESIDENTS' FORUM

Residents' Forum

Residents were afforded the opportunity to voice their concerns and ask questions of staff and board.

ANNOUNCEMENTS

Announcements

The next regular meeting of the Board is the Mutual annual meeting and it is scheduled for Monday, June 15, 2015, at 9:30 a.m., Multi-Purpose Room #3 (Gateway).

ADJOURNMENT

Adjournment

Having no further business, the Annual Members Meeting of Mutual 29 adjourned at 10:40 a.m.



Sharon Fees, Assistant Secretary
Walnut Creek Mutual No. Twenty-Nine