

MINUTES

WALNUT CREEK MUTUAL NO. SIXTY-ONE (HERITAGE OAKS)
QUARTERLY BOARD MEETING
TUESDAY, OCTOBER 6, 2015 AT 2:00 P.M.
FAIRWAYS A & B –CREESIDE COMPLEX

President Dick Bertrand convened the Quarterly Board Meeting of WALNUT CREEK MUTUAL NO. SIXTY-ONE (HERITAGE OAKS) on Tuesday, June 23, 2015 at 2:00 p.m. in the Fairways A & B at the Creekside Complex.

ROLL CALL:

Attendance

PRESENT:	Dick Bertrand	President
	Sophia Sue	Secretary/Treasurer
	Skip Hoyt	Director
	Devon Olson	Director

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

Twenty-Five additional Mutual members were present.

APPROVAL OF MINUTES

Approval of Minutes

Dick Bertrand asked if there were any additions or corrections to the minutes of the June 23, 2015 Quarterly Meeting, the July 1, 2015 Special Meeting of the Board, and the September 2, 2015 Special Meeting of the Board. Hearing none, Bertrand declared all three sets of minutes approved and accepted as presented.

WELCOME NEW MEMBERS OF THE MUTUAL

Welcome of New Mutual Members

President Dick Bertrand welcomed new members who moved to Mutual 61 since the June 2015 Quarterly Meeting.

PRESIDENT’S REPORT Dick Bertrand

President’s Report

Dick Bertrand reported on the following:

Mutual 61 continues to do well in conserving water. Despite the substantial conservation, the cost of usage has not gone down in the same proportion because of rate increases and surcharges.

Eileen Hultin resigned from the Board and her resignation was formally accepted.

Bertrand explained the process by which landscape decisions are made. Three important criteria that guide landscape rehab decisions are water conservation, overall appearance of the Mutual, and financial considerations. Homeowner input is solicited and some homeowner requests are accommodated as plans allow.

Dick Bertrand report on the following highlights of the latest Presidents’ Forum:

- PODs: Those utilizing them need to check MOD before parking them.

- Water Conservation: Lawn conversions are taking place all throughout the valley.
- 2016 GRF part of the coupon: This is still being decided, but it is projected to fall between a \$3 - \$6 increase.
- Committee to create a process to report & resolve common Mutual/GRF topics: Dick is part of this new committee. It is made up of some GRF Directors and some Mutual Presidents.
- De Valle upgrades: The upgrade selection process has been postponed until the new CEO begins his tenure.
- Solar: A vendor was selected for the GRF solar installation.
- Old and New: The new CEO, Tim O'Keefe, starts Nov 16; Warren's last day is Nov 25.

LANDSCAPE REPORT – Chris Bertrand and Rich Perona

Landscape
Report

Chris Bertrand thanked Eileen Hultin for her leadership while she was the Landscape Chairperson.

Curtis Kaul explained to residents what landscape crews do as part of their regular maintenance schedule in the autumn. When a rain event is expected, all regular work stops and focus is given primarily to keeping run-off clear of debris. Winter tasks include pruning to promote proper and healthy growth and the spraying of weeds.

Chris Bertrand presented the Landscape Committee Report. Highlights include the following:

Phase 1 Turf Rehabilitation update: The new grass survived the summer heat and reduced water schedule quite well, as we expected when purchasing this particular drought resistant turf. Some areas show stress, and ValleyCrest warrants the grass. Only one home at 6401 (an advance replacement owner funded turf) may need partial replacement, plus a couple of small other areas. We may reduce the sod where runoff control remains problematic at corner of Entry 7. Most shrubs, carefully chosen for their drought, turkey deer resistance, have thrived and have grown amazingly well since their spring planting! One set of new shrubs was heavily deer browsed at 6302, and ValleyCrest authorized warranty replacement (pending). We are tweaking Phase II with the lessons learned during Phase I.

Phase 2 Turf Rehabilitation:

- Grass to grass, Grass to shrub, and Grass to bark area choices are now complete. The end result is a 30-50 percent grass reduction; ValleyCrest will apply for EBMUD water bill rebate for grass to bark areas on behalf of the Mutual.
- "Spray to Kill" ALL grass in phase 2 was performed last week over two days due to rain.
- When NEW grass is planted, the Mutual asks that all pets use the bark areas to relieve themselves, instead of using the grass, in order to maintain the new turf.

- 6400 Streetscape was contracted to be the first project of Phase 2. ValleyCrest has scheduled the work.
- The remainder of Phase 2 to be performed by year end, weather dependent.
 - ValleyCrest will present a tentative timeline and task description.
 - Residents can upgrade SIZE of some plants, but not usually quantity, due to water reduction goals. Residents can pay to add boulders or rock mulch. Owner funded project upgrades must be prepaid. Due to resource limitations, the Owner and Mutual funded projects may occur at different times.
 - Next step: The Committee will meet with ValleyCrest to prepare a proposal for residents' streetscapes where it is NOT grass to grass. If there are specific plants owners do NOT want, the Mutual asks that they notify the Committee by email. The Committee will then review requests with residents by the end of October.

Chris Bertrand and Curtis Kaul fielded resident comments and questions.

Steps and Handrail installation at outside of residence: Devon Olson moved and Skip Hoyt seconded to allow that the homeowners of 6403 HC, Dick and Chris Bertrand, be permitted to make an alteration to the front yard by adding steps and a railing as part of the footpath. The cost of installation and its upkeep will be incumbent upon the homeowners. Neighbors adjacent to the home have been notified and agree to the alteration. The motion moved by majority vote, with Dick Bertrand recusing himself from the voting process.

TREASURER'S REPORT – Sophia Sue

Treasurer's Report

Sophia Sue presented the Treasurer's report and stated that the Mutual is in good financial shape. She explained the operating and reserves account, as well as working capital.

As of August 31, 2015, the Operating Fund has \$61,478 and the Reserve Fund has \$92,472.

She reported that the Mutual is slightly over budget for 2015. Of note, the Mutual is significantly under budget in water use and slightly over budget in tree maintenance.

To save on bank fees, all Rossmoor Mutuals have switched from Mechanics Bank to City National Bank. Mutual 61 will realize savings in the amount of \$240 per month.

Auditor: Devon Olson moved and Skip Hoyt seconded to hire Hinricher, Douglas, and Porter to perform the 2015 audit and file the tax returns. The motion passed unanimously.

2016 Coupon: Devon Olson moved and Skip Hoyt seconded to accept the 2016 Budget as presented. This will result in a coupon amount of \$617 per manor, per month. The motion passed unanimously.

BUILDING COMMITTEE REPORT – Jack Kunzman & Dean Kriens, and Rick West

Building Committee Report

Jack Kunzman reported that the Committee identified five properties as needing exterior

work. The homeowners will be contacted to notify them of the needed repairs.

EMERGENCY PREPAREDNESS – Chris Bertrand

Emergency
Preparedness

Chris Bertrand reported that Diane Decorso is taking CERT training. Decorso also volunteered to be an Entry Coordinator for the Mutual.

SOCIAL COMMITTEE – Carle Hirahara and Bev Cullen

Social
Committee

It was reported that the Annual Dinner was a stunning success. The Board heartily thanked Carle Hirahara, Bev Cullen, and all of the volunteers for the excellent job done.

POOL COMMITTEE – Dick Bertrand

Pool Committee

The pool will close on October 25 for this year's swim season.

UNFINISHED BUSINESS

Unfinished
Business

There was no unfinished business to discuss.

NEW BUSINESS

New Business

Open Board Positions: There is currently one open position and two more will be added in December for the Board. Dick Bertrand asked for interested homeowners to serve on the Board.

RESIDENTS' FORUM

Residents'
Forum

Residents were afforded an opportunity to make comments and ask questions of the Board and staff.

ANNOUNCEMENTS

Announcements

The next meeting is a Quarterly Board Meeting/Annual Meeting and Holiday Social scheduled for Tuesday, December 8, 2015 at 2:00 p.m., in the Club Room located at Creekside.

ADJOURNMENT

Adjournment

Having no further business, the meeting adjourned at 3:10 p.m.



Sharon Fees, Assistant Secretary
Walnut Creek Mutual No. Sixty-One