

MINUTES

WALNUT CREEK MUTUAL NO. SIXTY-ONE (HERITAGE OAKS)  
QUARTERLY BOARD MEETING  
TUESDAY, DECEMBER 8, 2015 AT 2:00 P.M.  
CLUB ROOM –CREESIDE COMPLEX

President Dick Bertrand convened the Annual Meeting of WALNUT CREEK MUTUAL NO. SIXTY-ONE (HERITAGE OAKS) on Tuesday, December 8, 2015 at 2:00 p.m. in the Club Room 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 Paul Donner, Director of Mutual Operations; Rich Perona, Landscape Manager; and Sharon Fees, Board Services Coordinator.

Special Guest, Curtis Kaul of ValleyCrest Landscaping, was also in attendance.

Thirty-six additional Mutual members were present.

VERIFICATION OF QUORUM

Verification of Quorum

Assistant Secretary Sharon Fees verified that quorum was met by thirty-six households being represented at the meeting.

CERTIFICATION OF NOTICE OF MEETING

Notice of Meeting

Assistant Secretary Sharon Fees certified that notice of the Members' Meeting was published in the Rossmoor news on November 25 and December 2 and an announcement was emailed or mailed via first class mail to all members in accordance with Article VI, Section 6.3 of the Bylaws of said Corporation to all members of record as of November 20, 2015.

APPROVAL OF MINUTES

Approval of Minutes

Dick Bertrand asked if there were any additions or corrections to the minutes of the October 6, 2015 Quarterly Meeting. Sophia Sue requested that Rich Perona's name be deleted from those in attendance since he was absent from the meeting and to include Curtis Kaul as he was in attendance. With these corrections notes, Bertrand declared the 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 October 2015 Quarterly Meeting.

PRESIDENT'S REPORT Dick Bertrand

President's

Dick Bertrand reported on the following highlights from the latest two Presidents' Forums:

Report

Solar installations and electric vehicle charging was discussed.

Water Conservation: Efforts continue throughout the entire valley. Overall there has been about a 41 percent reduction in water usage from 2013.

Occupancy and the Membership Transfer Fee: When a person purchases a manor in Rossmoor, they have to pay one membership transfer fee. However, if the individual purchases other units, they do not have to pay the membership transfer fee again. The issue arises for those extra units being rented as occupants will not have paid the membership transfer fee. There has been another sub-committee formed to look into this issue. Review is warranted in the area of speculators who may purchase multiple units and renting them.

Golf Cart Registration: Many of the Mutuels wish to have golf carts registered in order to help monitor who owns what should a golf cart be found where it doesn't belong.

MOD billing rate: This will go unchanged for the time being.

HUD and FHA loans: FHA has decided not to fund mortgages in Rossmoor because of the way the membership transfer fee is structured. This affects some potential homeowners, but not all, and not Mutual 61. More details can be found in the Rossmoor News.

Method of Payment for Coupon: Mutuels do not accept credit card payment for the monthly coupon. If they did, the Mutuels would have to pass along the fee that credit card companies charge for the privilege of using the credit.

Tim O'Keefe: The new CEO, Tim O'Keefe, attended the latest Presidents' Forum. O'Keefe intends to attend one Board Meeting for each Mutual. He's is scheduled to attend our March meeting.

LANDSCAPE REPORT – Chris Bertrand, Rebecca Kunzman, and Rich Perona

Landscape  
Report

Water usage – Dick Bertrand

EBMUD officially requires 20% below 2013 usage. Through October the Mutual is down 60% from our 2013 usage. There is one reporting period left this year. Water bills for the same comparison periods are down 50%. The water rate for October 2015 vs October 2013 is up 40%. If the Mutual would have used as much water in 2015 as it did in 2013, at the current cost of water, the Mutual would have paid \$90,000 for water so far this year, rather than the \$32,000. This \$60,000 difference comes out to about \$75 per month per homeowner!

Approved Landscape Projects, etc. – Chris Bertrand / Rebecca Kunzman

Rebecca Kunzman reported that any approved resident-funded projects must be done after the Mutual projects are completed. Residents are encouraged to hire a private contractor to perform this work. There has been confusion and a sense of conflict about ValleyCrest performing both the work of the Mutual and that of individual homeowners and doing so at the same time.

Sick or fallen trees in the forest will be removed only if they are considered a hazard. Otherwise, they will be left in the forest.

Extremely overgrown rosemary in Entry 13 has been removed.

All drains are closely maintained by ValleyCrest. Residents were reminded to get their homes' gutters cleaned out.

Landscape Rehabs – Chris Bertrand / Rebecca Kunzman

Phase III of the Landscape Rehab, near the large parking area at the top of Horseman's Canyon Drive, is the next to be performed, late in 2016.

Phase II Report – Chris Bertrand / Rebecca Kunzman

Rebecca Kunzman reported that Phase II of the turf removal and beautification project is now complete. Of note, there have been 21 new boulders installed. The Committee believes that the new landscaping is not only aesthetically pleasing, but that it will also help conserve a substantial amount of water.

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 October 31, 2015, the Operating Fund has \$55,723 and the Reserve Fund has \$94,855.

Social Fund: Skip Hoyt moved and Devon Olson seconded to transfer \$500 from the Operating Account to the Social Fund. The motion passed unanimously.

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

Building  
Committee  
Report

Jack Kunzman reported that one home has been painted. Two additional homes have been identified as needing repairs/maintenance. The owners were contacted. One home performed the necessary repairs and one will do so in early 2016.

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.

Bertrand asked that new residents meet with her for a brief meeting to get acquainted with the Mutual's emergency preparedness efforts.

SOCIAL COMMITTEE – Carle Hirahara and Bev Cullen

Social  
Committee

Carle Hirahara reported that a block party is scheduled for June 5, 2016 and that the Mutual dinner is scheduled for October 2, 2016. She asked that everyone save the dates for these two events.

POOL COMMITTEE – Wanda Moore / Sharon Collins

Pool Committee

The last day of the swim season was October 25. The pool will re-open next spring.

Residents in need of a pool key should contact Wanda Moore.

UNFINISHED BUSINESS

Unfinished  
Business

There was no unfinished business to discuss.

ELECTION OF DIRECTORS

Election of  
Directors

Directors Skip Hoyt and Devon Olson decided not to run for another term. Dick Bertrand's seat was up for election. Eileen Hultin retired from the Board one year before her term was up. Therefore, four open seats exist on the Board. Three new homeowners stepped forward to volunteer on the Board. They are Diane DeCorso, Rebecca Kunzman, and Clair Weenig. Dick Bertrand volunteered to serve another 2 years. Dick Bertrand, Diane DeCorso and Rebecca Kunzman have been voted to the Board by acclamation and Clair Weenig was appointed by the Board to complete the term of Hultin.

Hoyt and Olson were thanked for their serving the Mutual and Bertrand, DeCorso, Kunzman, and Weenig were thanked for volunteering to serve.

New Business

NEW BUSINESS

No parking signs and governing documents update: Dick Bertrand mentioned to the assembled group that he would like resident feedback from the community concerning the potential placement of no parking signs in strategic places throughout the Mutual and on the possibility of updating the Mutual's governing documents. It was recommended to do so by the Mutual's attorney, but it is not required at this point in time. Bertrand asked for volunteers to form a committee to review this matter.

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 scheduled for Tuesday, March 22, 2016 at 2:00 p.m., in the Fairways A&B located at Creekside.

Adjournment

ADJOURNMENT

Having no further business, the meeting recessed to an Organizational Meeting at 2:57 p.m.

*Sharon Fees*

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