



WALNUT CREEK MUTUAL NO. EIGHT

ANNUAL MEETING MINUTES
THURSDAY, MAY 23, 2024, at 1:00 PM
IN-PERSON AND ZOOM MEETING
DONNER ROOM – EVENT CENTER
1021 STANLEY DOLLAR DR. – WALNUT CREEK, CA 94595

Call to Order

The Annual Meeting was called to order at 1:06 p.m.

Introductions

Dick Coleman – President
John Kawamura – Vice President (Zoom)
Judy Graboyes – Treasurer (Zoom)
Bob Eisner – Secretary
Alfreda Bell - Director

Mutual Operations Staff:

Todd Arterburn, Chief Financial Officer
Rick West, Building Maintenance Manager
John Tawaststjerna, Landscape Manager
Charice Jimenez, Interim Board Services Coordinator
Linda Schoeffner, Board Services Coordinator

Certification of Meeting:

I, Charice Jimenez, of Walnut Creek Mutual Eight, certify that a Call for Candidates notice was published three times in the Rossmoor newspaper on January 3rd, 10th, and 17th, 2024. The notice announced that, if at the close of the time period for making nominations, there are the same number or fewer qualified candidates as there are board positions to be filled, then the Board of Directors may seat the qualified candidates by acclamation without balloting.

The Mutual received two nominations, with one candidate withdrawing their nomination before the deadline. The remaining candidate, Bob Eisner, will be seated on the Board via acclamation at the Organizational Meeting.

In accordance with Corporations Code § 7511(b), a notice of the Annual Membership Meeting was mailed to the membership on May 14, 2024.



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Staff Reports

a. **Maintenance Report by Rick West:**

Rick West provided the following report:

INFORMATION ITEMS: Work Completed in 2023 - 2024

1284 Skycrest #2 Under Slab Domestic Water Line Leak. Contractor: Five Star. SCOPE OF WORK: Includes removal and replacement of section of leaking cooper pipe. Mask all areas that Contractor is going to work from dust and paint drips. Cut drywall straight in the middle of the wood stud in wall. Install missing drywall in kitchen closet. Tape, top, float, and skim new drywall to get it ready for texture. Replace removed concrete. Spray texture to match existing. Carefully remove grout from around cut tiles. Install missing tiles and grout where were removed. Eye match paint. Paint complete to ensure color matches.

Cost \$9,240.00 (Completed)

Enter 5 Driveway Contractor: Five Star. SCOPE OF WORK:: Addressing the asphalt at the entry driveway by implementing patch repairs to rectify damage section of 22.5 square feet. Grind where the asphalt interfaces with the carport slab. Front of garbage container: Addressing the asphalt at the entry driveway by implementing patch repairs to rectify damage section of 34 square feet. Grind where the asphalt interfaces with the entry garbage container. Cost \$3,450.00 (Completed)

Enter 5 Driveway: Contractor: Five Star. SCOPE OF WORK: Near the single carport: Remove and replace concrete walkway section of 35 Square feet. Remove mutual tree roots under concrete pad and cut away root one foot away from new sections. Dowel 1/2 rebar into existing concrete. Compact soil to walkway path. Apply lamp black as needed. Concrete is to match existing texture. Walkway pad leading to the stairs going to the lower units 1-4: V- grove large crack on concrete floor to make it smooth. Also grind and remove old patching compound and install new. Install backer rod in crack to allow the two- part epoxy to remain in crack. Inject two-part epoxy in crack on concrete floor. Walkway pad that leads to the lower units 5-8: • V- grove and grind to remove old patching compounds and install new. • 2 Grinds concrete tripping hazards up to 3/4 inch.

Cost \$2,835.00 (Completed)

Domestic Water vertical Re - Piping Project - 1208 Skycrest – Contractor: DC Construction. Scope of work - Replacement of the vertical Galvanized Lines with Pex Piping. Cost also includes tear out and put back of drywall, tile, texture and paint. Original Contract was for \$126,292.58. After 11 Change orders the new cost is \$305,920.14 - This includes new water heaters. Additional charges from Protera for Lead and asbestos testing -\$ 885.00. Regas Environmental for air clearance testing \$2000.00. ASM for duct cleaning and enviro cleaning. Waiting on Final invoice.

Cost \$308,805.14 (Completed)

Repaving entries 2 and 4. Contractor: Silicon Valley Paving. Cost \$192,000.00.

Cost \$192,000.00. (Project Completed).



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b. Landscape Report by John Tawaststjerna:

The past year has been very busy. It has been the year of tree removals, as we have removed 9 eucalyptus trees. There have been many plant replacements as well as some lawn conversions. Victoria Vasquez is now the irrigation specialist and has been conducting full irrigation inspections to estimate the gallons per minute for each valve in order to have a better understanding of water usage going forward. He encouraged residents to call the work order desk if they see irrigation during the day, or for any other mishaps they may see regarding irrigation.

c. Report by Todd Arterburn:

Explained Enterprise Resource Planning tool implemented in January and NetSuite to be rolled out January of next year to replace the outdated system currently in place. The new system will have had 6-9 Months of testing and will be an all-around huge improvement.

Firewise, ConFire and WCPD will all be in attendance for the Town Hall meeting scheduled for June 10. For everyone in attendance we will receive 2 volunteer hours toward our necessary minimum hours needed to continue the Firewise certification next year. The event will be in person and via zoom

Reports of Officers and Committees

a. Finance Report by Judy Graboyes:

Judy Graboyes reported on the following:

YTD: exceeds expenses \$8,615

The mutual saved on utility expenses by \$17000

We had to borrow \$80,000 from the reserve fund to pay the \$300,000 insurance premium for the year.

The increase in the coupon payment was due to insurance.

b. Landscape Report by Alfreda Bell:

MOD Days begin June 17th. They will be fixing the area; no planting will take place. There will be more stonework done. Plant replacement will happen in November – December. We are pleased with the work Terra is performing.

c. Membership Report by Sally Kennedy:

Sally reported the new members of M8.



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- d. **Social Report by Sharon Castilla:**
Snack and chat on June 4th in the Butterfly Garden
- e. **Emergency Preparedness report by John Kawamura:**
Lingsueh Shu will be taking over ERP in the next week.

Other Reports

a. **President's Report:**

Dick Coleman noted that the pandemic was declared over and people are finding the path back to the new normal. Snack and Chats started by the social committee last year and have been a success.

John joined the Board a year ago and has been a great addition. Jan Stone will head the trash enclosure committee; she is already on the trash talk committee.

A new GRF management agreement will be settled in the next year and Mutual 8 has been very pleased with the new GRF staff additions. Everyone has been diligently working on the new management agreement between the mutuals and GRF over the past few months.

We have been working on having the bylaws revised, specifically, to include that we are no longer able to have 100% coverage. Once they are completed by the attorney it will go to the membership to vote.

Members' Forum

Residents were afforded the opportunity to express their general concerns and make comments. Topics discussed included: insurance, dead trees, Rossmoor news, painting of buildings.

Adjournment

The meeting was adjourned at 2:08 p.m. and moved directly into an Organizational meeting.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Annual Members' Meeting.

Charice Jimenez

Assistant Secretary Mutual No. Eight