

FIFTH WALNUT CREEK MUTUAL  
**MINUTES**  
REGULAR MEETING  
THURSDAY, AUGUST 18, 2011, AT 2:00 P.M.  
BOARD ROOM – GATEWAY COMPLEX

OPENING

President Rowe opened the meeting at 2:00 p.m. Directors Cunningham, Cruson, Dietschy, Matthews, and Sandelmann were also present. Attendance

There were seven residents present.

Staff was represented by Mr. Donner, Director of Mutual Operations; Mr. Friesen, Building Maintenance Manager; Mr. Ormond, Landscape Supervisor; and Ms. Paradise, Administrative Secretary.

APPROVAL OF THE MINUTES

Mr. Cruson pointed out various corrections needed to the minutes of the regular Board Meeting of July 21, 2011 under the Treasurer's Report. By acclamation, the Board agreed to postpone approval until the corrections can be made and will consider approval of those minutes at the September regular meeting. Approval of Minutes

MEMBERS' FORUM

A letter was received from four households in Entry 3 on Terra Granada requesting installation of at least two speed bumps on the steep curve in the area of the caution signs. The Board will take this matter under advisement, as an asphalt project is expected in 2012. Eva Friederichs mentioned that the shrubbery in that area probably needs trimming in order to keep a good visual path for drivers. The Landscape Committee will check the area to determine what can be done. Members' Forum

A letter was received from an owner requesting a lease extension for 3206 TG #1B for another year. The Board will take the request under consideration.

Duncan Carter commented that in order to be qualified as a homeowners association, Fifth Mutual needs one set of CC&Rs and one condominium plan. AB805 does not propose changes in Civil Code §1352. Under the law Fifth Mutual is a neighborhood association, not a homeowners association and the Articles of Incorporation should be changed. A copy of Mr. Carter's full text on this subject is attached.

Tony Fasanella asked for clarification of the contract regarding the garage doors in Project 46. He stated that several of the doors that have a western exposure are blistering. Mr. Friesen stated he would follow up with any specific complaints.

SECRETARY'S REPORT – Ms. Dietschy

No report.

Secretary's Report

TREASURER'S REPORT – Mr. Cruson

Mr. Cruson reported both Project 46 and Project 47 have overspent their operating budgets to date, but this is as expected. A copy of the Finance Committee Report is attached.

Treasurer's  
Report

The preliminary 2012 budget has been distributed for Board review. Meetings to finalize the budget will be scheduled.

LANDSCAPE COMMITTEE – Mr. Rowe

Mr. Ormond submitted a report regarding landscape activities, including plans for this year's fall rehabilitation.

Landscape  
Committee  
Report

A copy of the Landscape Committee minutes from the August meeting is attached.

BUILDING COMMITTEE – Mr. Matthews and Mr. Friesen

Mr. Friesen reported maintenance is routine. He is also formulating a garbage enclosure repairs list. Some items that are clearly the responsibility of the garbage company will be submitted to them for repair.

Building  
Committee  
Report

1221 AS #1G **2A** – ~~the noise of running water leak~~ was determined to be **due to a running toilet. water a running in a toilet and a broken irrigation sprinkler.** Repairs have been made and the problem resolved.

3874 TG #1B – garage trim board damage is a resident's insurance issue. The resident is following up.

Fireline status report – it is believed that the fireline leak in Entry 8 has been successfully repaired.

Mr. Matthews moved to accept the repair bill for the fire line leak in Entry 8 TG in the amount of \$15,499 to Stoddard Plumbing. Ms. Sandelmann seconded and the motion carried without dissent.

Approval for  
Payment for  
Fire Line Leak  
Repairs

3330 TG #3C – toilet leak caused damage to three units. This is not a Mutual expense. It is an insurance issue with the one unit in which the leak occurred. Mr. Friesen is coordinating repairs with the insurance company.

1261 AS #1B – small soft deck and adjacent stucco needs repair

Approval for  
Repairs to 1261  
AS #1B

Ms. Sandelmann moved to approve repairs to a soft deck floor and adjacent stucco in the amount of \$645 to Perfect Painting. Mr. Matthews seconded and the motion carried without dissent.

1261 AS #1B - deck replacement needed

Ms. Dietschy moved to approve the bid to replace the deck at 1261 AS #1B in the amount of \$1,480 to Perfect Painting. Mr. Cunningham seconded and the motion carried without dissent.

Approval for  
Deck  
Replacement  
to 1261 AS #1B

1261 AS #2B – repairs needed to guard rail stucco and add flashing

Ms. Dietschy moved to approve the bid for repairs at the guard rail stucco and add flashing at 1261 AS #2B in the amount of \$924 to Perfect Painting. Mr. Matthews seconded and the motion carried without dissent.

Approval for  
Repairs at 1261  
AS #2B

1261 AS #2B – bad deck coating on the large wrap around deck

Mr. Matthews moved to approve the bid for replace the deck coating at 1261 AS #2B by Perfect Painting in the amount of \$3,312.50. Ms. Dietschy seconded and the motion carried without dissent.

Approval for  
New Deck  
Coating at 1261  
AS #2B

3330 TG #3B – bad deck coating

Mr. Matthews moved to approve the bid to replace the deck coating at 3330 TG #3B by Perfect Painting in the amount of \$2,350. Mr. Cunningham seconded and the motion carried without dissent.

Approval for  
New Deck  
Coating at 3330  
TG #3B

3425 TG #1C – bad deck coating

Mr. Cunningham moved to approve the bid to replace the deck coating at 3425 TG #1C by Perfect Painting in the amount of \$2,610. Mr. Matthews seconded and the motion carried without dissent.

Approval for  
New Deck  
Coating at 3425  
TG #1C

3352 TG #1A – evidence of the tile deck leaking. The matter is being evaluated as there might be damage under the deck due to the tile installation. Mr. Friesen should be able to report his findings at the next board meeting.

Mr. Friesen reported several core drillings have been bored into the asphalt to determine the depth of the asphalt for future asphalt replacement budgeting purposes.

3874 TG #1A – damaged carpet due to the Mutual drain clog problem

Mr. Cunningham moved to approve payment of \$700 toward the \$1,400 replacement cost, which represents 50% of the total amount of the carpet replacement due to the age of the carpet. The reimbursement will be paid to the unit owner, as she paid the vendor,

Approval for  
50% Sharing of  
Carpet  
Replacement at  
3874 TG #1A

Contra Costa Floors. Ms. Sandelmann seconded and the motion carried without dissent.

EMERGENCY PREPAREDNESS COMMITTEE – Ms. Dietschy

Ms. Dietschy reported that she has received numerous questions regarding fire insurance in light of the recent fire in Second Mutual. A residents' forum will be held with the GRF Risk Manager Joan Petterson and a representative from the master policy insurance company on Thursday, September 15 at 2:00 p.m. in the Fireside Room in Gateway complex.

Emergency Preparedness Committee Report

ALTERATIONS – Mr. Matthews

There are currently three alterations in progress and no new alteration permit applications.

Alterations

AD HOC RESERVE STUDY – Mr. Matthews

The Board is waiting the updated Helsing Report that should be available soon.

Ad Hoc Reserve Study

OLD BUSINESS

The Board reviewed the final draft of Policy 22 (Elections).

Old Business

Mr. Cunningham moved to approve the final draft of Policy 22 (Elections) and mail a copy to the membership. Mr. Matthews seconded and the motion carried without dissent.

Approval of Revisions of Policy 22 (Elections)

The Board reviewed Policy 49 (Inspections) and sent the draft back to the Committee for further revision. The policy will be discussed again at the September board meeting.

NEW BUSINESS

The Board again discussed the vacancy on the Board.

New Business

Mr. Matthews moved to leave the Board structure as it is for now until the next election. Ms. Sandelmann seconded and the motion carried without dissent.

Approval to Keep Current Board Structure

The Exploratory Committee will continue its research on the subject of combining Project 46 and Project 47, creating separate Mutuals, or keeping the current structure. Maureen Swinden will continue as its Chair.

ANNOUNCEMENT

The next regular board meeting is scheduled for Thursday, September 15, 2011 at Announcement  
2:00 p.m. in the Board Room in Gateway.

ADJOURNMENT

With no further business, the meeting adjourned at 3:15 p.m.

Adjournment

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Ellen Dietschy, Secretary  
Fifth Walnut Creek Mutual