

WALNUT CREEK MUTUAL NO. FIFTY-NINE

REGULAR MEETING MINUTES OF THE BOARD
TUESDAY, MARCH 7, 2017 AT 1:30 P.M.
GATEWAY BOARD ROOM
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CA 94595

Call to Order

President Anderson called the meeting to order at 1:33 p.m.

Roll Call

Directors Present: Phil Anderson, President
Linda Fletcher, Secretary
Chuck Walls, Treasurer

Directors Excused: Martha Sonnenberg, Vice President
Dave Peters, Director

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; Will Kim, Board Services Coordinators.

Approval of Meeting Minutes

President Anderson asked for any corrections and/or additions to the following minutes:

Regular Board Meeting.....January 10, 2017

There being no corrections, the minutes were approved as submitted.

Moved, Seconded, Carried 3-0

Residents' Forum

Residents were afforded the opportunity to express their concerns, make comments, and have questions answered by the Board and M.O.D. staff representatives. The following topics were discussed: minutes, breezeway lighting, elevator control panel, cleaning crews, water in garages, LED lighting project, daylight watering, mailboxes, and security cameras.

President's Report: Phil Anderson

No report was presented to the membership.

Water Usage Committee: Vic Vigil

No report was presented to the membership.

Alterations Committee: Vic Vigil

The following alterations have been completed: HVAC installation at 5954 #1C and 5910 #3A, heat pump replacement at 5954 #1C, and tiled work in kitchen 5954 #1A.

The following alterations are in progress: electrical work and kitchen/bath remodel at 5961 AW, new HVAC installation at 5920 #5A, new HVAC at 5954 #2A, and tile in the kitchen at

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5913 HC, new HVAC at 5910.

Building Maintenance Committee: Vic Vigil

No report was presented to the membership.

Pool Committee: Martha Sonnenberg

The Pool Committee is continuing pool usage contract negotiations with Mutual Sixty-One.

Finance Committee: Mary Jane Hargrove

The Mutual Operations Division (MOD) has conducted several meetings with AT&T regarding the increasing in cost in 2016 over 2015. AT&T may consider refunding back the difference. Due to the aging AT&T copper lines, a proposal is being prepared to install Comcast internet phone lines (in all 6-buildings) on non-emergency general purpose lines to lower the annual bill by approximately 60%.

Landscape Committee: Linda Fletcher

The Landscape Crew has been working on entry areas and the tree at 5961 will be removed in the winter.

Financial Report: Paul Donner

The preliminary financial report was presented as follows:

- a) Total Assets as of January 31, 2017
- b) Operating \$141,152.
- c) Reserves \$128,799.

Landscape Report: Rebecca Pollon

Entry Maintenance: Entry maintenance crews are continuing with winter rejuvenation pruning of large shrubs such as Oleander and Eleagnus.

Tree Maintenance and Removal: As of writing, the declining Poplar tree is still awaiting removal due to safety issues regarding parking in the area while tree removal is being performed. As soon as the tree company is able to secure a safe perimeter the tree will be removed.

Landscape Rehab: The Landscape Manager will arrange a walk through with the landscape representative in the coming months to identify needs for 2017 ahead of your mutual landscape work days in June.

Communications Committee: Linda Fletcher

If you wish to be included on the email contact list for agendas, please submit your request to M59@rossmoor.com

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Building Maintenance: Rick West

The Board reviewed and discussed proposals for the spa refurbishment. A motion was made to approve the proposal for spa refurbishment by Burkett's Pool Plastering for \$10,850.

Moved, Seconded, Carried 3-0

The Board reviewed and discussed proposals for the cabana and iron fence painting project. A motion was made to approve the proposal with the lowest total cost, after three bids have been obtained for the cabana and iron fence painting project, not to exceed a total cost of \$8,800.

Moved, Seconded, Carried 3-0

The Board reviewed and discussed a proposal to remove and replace three sections of iron fence. A motion was made to approve the proposal to replace three sections of iron fence by Eagle Iron Works for \$1,800.

Moved, Seconded, Carried 3-0

The Board reviewed and discussed a proposal to replace the panel buttons in the elevator at 5961 Autumnwood. Due to the unforeseeable defect and necessity for an emergency repair, an emergency decision was established by the Board, after full consent/approval was provided by all Board members.

A motion was made to approve the proposal to replace the elevator panel buttons at 5961 Autumnwood by OTIS Elevator Company for \$1,836.

Moved, Seconded, Carried 3-0

The Board discussed the total cost to purchase four new pool umbrellas. A motion was made to approve the purchasing of four (4) new pool umbrellas for \$1,036.

Moved, Seconded, Carried 3-0

Items out to Bid:

- Breezeway coating project. Scheduled for summer 2017. Estimates for all 6 buildings from Perfect Painting, Five Star, & Empireworks were presented. Tabled, pending additional proposals and discussion/review by the Board.
- Estimates for the asphalt seal coat that does not include the driveways at Autumnwood were presented. Tabled, pending proposal for the asphalt seal coat that includes the driveways.

Work in Progress:

- Water pipe insulation Blanket for 5913 is scheduled to be installed on Wednesday March 8th.
- Pool heater is now working properly. The cause was a defective motherboard and gas

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meter that has been replaced.

Follow-up topics:

- Mirt Painting is scheduled to repaint all 108 unit entry doors by appointment starting in March. They will also be scheduling appointments with residents for Saturdays, to make it easier for residents to leave their doors open for drying time.
- The wall repaint at building 5920 is scheduled to begin in Spring 2017.
- Mirt Painting's punch list at 5951 AW has been completed. MOD is conducting a final inspection.
- Sang Electric has been trouble shooting all emergency lights and photo cell issues. Matt with MOD is replacing lights on the first of each month.

Comcast Phone Service

The results of the Comcast survey were as follows:

Yes on DVR Service: 40 Votes
No on DVR Service: 25 Votes

Yes on Phone Service: 39 Votes
No on Phone Service: 27 Votes

Tabled, if necessary, the Board will revisit the topic at the end of the year during the budgeting process.

Announcements

The next meeting will be held on Tuesday, May 9, 2017 in the Gateway Board Room at 1:30 p.m.

Adjournment

President Anderson adjourned the meeting at 2:52 p.m.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Board of Director's meeting.



Secretary