

MINUTES OF WALNUT CREEK MUTUAL NO. TWENTY-TWO  
QUARTERLY MEETING OF MEMBERS  
DECEMBER 14, 2015, 10:00 A.M.  
CLUB 22, 4033 TERRA GRANADA DRIVE

ROLL CALL: All Mutual 22 Board Members were present: Ping Tse, President; Mick Marshall, Vice-President, Maureen Lawson, Secretary-Treasurer.

FROM MOD; Absent: Paul Donner, Dir. Mutual Operations, Rich Perona, Landscape Manager. Present: Rick West, Building Manager

APPROVAL OF MINUTES: Two motions were passed to approve the following minutes, respectively: Quarterly Meeting , September 14, 2015, and Budget Review Meeting of October 19, 2015.

#### BUILDING MAINTENANCE REPORT

Rick West reported on the following:

1. Balcony inspections for 4017 were completed and checked out okay. Balcony inspections for 4033 are 75% complete
2. Driveway storm drain grate near 4017 was replaced
3. 4033 Elevator electrical upgrades and technical/safety upgrades are scheduled to begin May 1, 2016. It is estimated that the elevator will be out of service for three weeks during this service work. The rehabbed elevator will include a hands off phone for emergency use which will automatically contact Securitas and an emergency system which will bring the elevator down to the first floor and open the doors to allow egress in an emergency.
4. Painting of the 4033 garbage room interior is unnecessary at this time; however a new easy-use door latch needs to be installed which Rick will order to be done.
5. Two 5-mph speed limit signs were installed in the main driveway east and west sides.
6. Pressure Washing 4033 Breezeways was completed; however, it was agreed that re-sealing needs to be done next year after rains cease. Rick will present the board with an estimate for this work at the proper time. Rick mentioned a company called Welcome Wash which uses an acid solution and scrub brushing as a power wash which could be an option for future power washing.

## PRESIDENT'S REPORT

The president reported on the following:

1. Review of the two-week elevator down-time fiasco with Otis Elevator including problems with faulty valves, lack of technicians who know how to fix problems in an elevator as old as ours, etc., He thanked Rick West for his daily communications with Otis and our board during the down time including Thanksgiving Day.
2. Reviewed our 2016 Mutual Budget including the necessity to raise our reserves for possible future projects such as painting of all buildings and resurfacing the driveways plus general aging infrastructure repairs.
3. Explained our monthly water bill which he now receives a copy of directly. 60% of the bill includes actual water usage. The other portion includes our (one) water meter usage charge, and pumping charges to bring the water up to our level.

## ACTIVITIES CHAIRMAN

Adrienne Haaland reported on the success of the 12/13 Holiday Brunch Buffet and the fact that 39 people attended. Suggestions for improving keeping hot food hot and supplying bread items were discussed. Nazli Monahan suggested a New Year's get together in Club 22. It was agreed she will compose an announcement for same and present it to the secretary for emailing to residents.

## BEAUTIFICATION COMMITTEE

Secretary Maureen Lawson reported that this committee now consists of herself, Nazli Monahan, Pat Hosel, and Cynthia Mercado. They plan their first walk-thru January 7, 2016.

## ADJOURNMENT

The meeting adjourned at 11:05 a.m.

NEXT SCHEDULED MEETING is Quarterly Meeting of Monday, March 14, 2016, 10:00 a.m. Club 22.

Respectfully submitted,  
Maureen Lawson  
Secretary-Treasurer  
Mutual 22

