

MINUTES
WALNUT CREEK MUTUAL NO. FIFTY-SIX
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JULY 17, 2019 AT 9:30 A.M.
BOARD ROOM – GATEWAY COMPLEX

President Robert Ward convened a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL NO. FIFTY-SIX at 9:30 a.m. on Wednesday, July 17, 2019 in the Board Room of Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL PRESENT: Robert Ward, President
 Nancy Richardson, Vice President
 Gini Voelkel, Secretary/Treasurer

EXCUSED: None

Representing staff were Paul Donner, Director of Mutual Operations; Rick Chakoff, Chief Financial Officer; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; and Anne Paone, Administrative Secretary.

Twenty-two residents who were present were welcomed to the meeting.

Mr. Ward welcomed and introduced the two new members on the Board, Ms. Richardson and Ms. Voelkel. He thanked Mr. Eames for his service to the Board and expressed his appreciation for all the time and efforts Mr. Eames spent on supporting the Mutual.

REVIEW OF MINUTES

Mr. Ward asked if there were any corrections or additions to the Regular Session minutes of April 17, 2019 and the Special Meeting of May 7, 2019. Hearing none, he declared them approved as written and reviewed.

BUILDING MAINTENANCE

Eric Howard (MOD Carpentry Foreman) provided an update on the Mutual 56 underfloor inspections. All but 2 of the 37 units have been inspected, work on 8 units has been completed and paid for, work on 2 more units has been completed, but not invoiced as yet. The quoted cost for the 26 of the remaining 27 units that have been inspected, but not remediated is \$103,425. The only remaining uncertainty in underfloor inspection and remediation cost is the one unit that has been inspected or quoted and the two uninspected units. Residents for one of the uninspected units are now in town and we should be able to inspect that unit in the near future. Kingsway plans on scheduling 3 units per week for treatments and repairs with work continuing at this rate until all work has been completed.

Rick West (MOD Building/Maintenance Supervisor) reported that new fire extinguisher enclosures have been installed and painted. He also offered a choice of contractors for the planned gutter cleaning this year. Bob Ward directed the use of Five Star since the costs were the same for each alternative, Five Star performed well last year, and Five Star is willing to perform the work in the desired window (last week in November/first week in December). Two residents expressed concern that one gutter cleaning a year is insufficient and Bob Ward agreed to consider twice a year cleaning in next year's budget.

Rick also reminded us that the gutter cleaning has a 30-day guarantee and if a resident

observes a problem within the guarantee period, the resident should notify MOD. Rick Webster reported that the company he had been working with to develop a quote for solar power for Mutual 56 had not followed through with him. Rick said there were two possible companies to solicit proposals from and Mr. Ward asked him to continue pursuing the possibility of solar power for the Mutual.

RESIDENTS' FORUM

A resident announced that she passed out updated rosters to members.

A resident asked about compostable items. Mr. Ward reported that currently there is no room for those bins.

Mr. Donner reported that there are green waste bins at MOD.

Financial Report:

Gini Voelkel gave a brief update on the current (as of the end of June) Operating and Reserve fund balances. She also informed us that we no longer have a relationship with Banco Popular (all activity associated with the Line of Credit at Banco Popular has been closed out). We have closed our accounts at First National, and our banking relationship has now been established with Mechanics Bank.

The Operating Fund cash on hand is \$71,590. The overall balance is \$55,697.

The Reserve fund cash on hand is \$262,129 and the Balance is \$247,906.

The small Interfund Balance of \$2,057 is the result of an accounting error and will be corrected this month.

Committee Reports:

Landscape – Ms. Pollon reported the following:

SUMMER LANDSCAPE REPORT

Warm days are coming. Irrigation will peak in August due to day length and temperature spikes.

Residents can help keep the landscape healthy by reporting dry spots on lawns or evidence of irrigation issues to the work order desk.

LAWN MAINTENANCE Mowing occurs weekly in the summer and lawns are edged on alternating weeks.

WATER USE July and August are typically your highest water consumption months. Irrigation will continue to become more frequent as the temperatures rise which means more breaks in the system. While we do system checks regularly, residents will often notice issues before we do. We encourage you to call these into the work order desk for immediate attention.

ENTRY MAINTENANCE Entry maintenance crews are performing summer pruning tasks including tip pruning shrubs and hard pruning Catmints and Daisies.

RESIDENT REQUESTS

If you have landscape *maintenance* requests (pruning or irrigation), please direct them to the MOD work order desk. If you have landscape *improvement* requests, please contact your mutual landscape representative.

WORK ORDER DESK

By phone: 988-7650

By email: WORKORDER@ROSSMOOR.COM

LANDSCAPE REHAB REPORT

Remaining budget is approximately \$6,000

MOD WORK DAYS

Complete for spring. Crews removed the poorly performing lawns both behind the bus-stop on Tice Creek Drive and underneath the redwood trees along Tice Creek Dr. closest to 1901 Lakeshire.

Summer MOD days-1 floating day for irrigation issues. No costs expected to be incurred.

Plans for fall MOD work have not yet been made. Fall work is tentatively scheduled for mid-October and should be used for plant replacements, some of which will take place in the berm or a very small project. You have two days available.

REHABS

1250 Edgewater; Dying trees were removed and a lawn rehab was necessary to correct the damage incurred.

TREE REPORT

Remaining Budget is approximately \$0.

One large Monterey Pine was removed at the 'Horseshoe', a dead Maple was removed, an emergency call-out to remove a fallen tree was completed, fire abatement was completed on the hill behind Lakeshire and building clearance was performed mutual-wide.

We have a three-year tree pruning proposal beginning next year to address structural pruning and future building clearance pruning. It is broken down by tree species which is very helpful. Costs have been smoothed over in order to keep costs even year over year.

IRRIGATION REPORT

Remaining Budget ~1,181

Your irrigation clocks are up to date. You will need to pay a yearly service on them of approximately \$1,000 and in two years two of the four clocks will be due for replacement.

FIRE ABATEMENT REPORT

Fire abatement of the area behind Lakeshire is complete.

Mr. Crist stated that Ms. Pollon covered it all.

Finance – No report.

Emergency Preparedness – Mr. Samuels reminded people to keep items close to their beds in case of an earthquake or other emergency. Residents should also keep an emergency medical packet. The Mutual will hold another drill. His committee could use some volunteers.

Ponds – Mr. Samuels stated that he appreciates calls to him to advise him if residents see anything. He reported a problem over the weekend. A pond was very low in water and then later overflowed. This was a result of MOD turning off the water to fix a leak along Tice Creek Drive. A pond maintenance worker turned the water back on, but did not reset the overflow sensor. Mr. Ward asked for a quote to change bulbs around the ponds to LED. They seem to be burning out very quickly.

Social – Nancy Ward reminded everyone the BBQ is scheduled for September 10th at Stanley Dollar. The holiday party is on December 2nd. It will also be held at Stanley Dollar.

OLD BUSINESS

None

NEW BUSINESS

Mr. Ward appointed Anne Paone as Inspector of Elections.

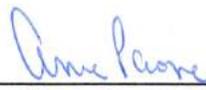
Mr. Ward reported that there will be an "E" version of the Rossmoor News that will be more useful than it is now. In a few years, it may be more difficult to find carriers and printers, so this version will be necessary.

ANNOUNCEMENT

Mr. Ward announced the next meeting will be the Annual Board Meeting held on October 16, 2019 in the Board Room at Gateway.

ADJOURNMENT

Having no further business, the meeting was adjourned at 10:14 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Fifty-Six