

MINUTES
WALNUT CREEK MUTUAL NO. FIFTY-SIX
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JULY 20, 2016 AT 9:30 A.M.
BOARD ROOM – GATEWAY COMPLEX

President Claudia Edwards convened a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL NO. FIFTY-SIX at 9:30 a.m. on Wednesday, July 20, 2016 in the Board Room of Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL PRESENT: Claudia Edwards, President
Bill Eames, Vice President
Susie Crist, Secretary/Treasurer

EXCUSED: None

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

Nineteen residents who were present were welcomed to the meeting.

REVIEW OF MINUTES

Ms. Edwards asked if there were any corrections or additions to the regular Board meeting minutes of April 20, 2016. Hearing none, she declared them approved as written and reviewed.

LANDSCAPE REPORT

Ms. Pollon read the following report:

LAWN MAINTENANCE: Lawns are being mowed weekly. Turf is irrigated every 2-3 days this month depending on weather requirements.

ENTRY MAINTENANCE: Maintenance crews are on schedule pruning shrubs, spot spraying weeds and blowing entries.

TREE MAINTENANCE: Tree removals and maintenance pruning are currently being completed. Permits are out for 2 pine tree removals.

Mr. Donner reported that EBMUD dropped the 25% surcharge on July 1. EBMUD imposed a rate increase as of July 1, 2016. There are no drought restrictions. The Mutual may water plants as needed. EBMUD's reservoirs are filled. They believe they can handle another dry year.

Ms. Pollon advised the Mutual members to call the work order desk if they see any problems such as brown lawns, etc.

FINANCIAL REPORT

Mr. Donner reported the Mutual is \$11,132 better than budget. The Mutual's dividend was \$1,160. Utilities were better than budget by \$15,000, mostly due to water. This number

will change further into the year.

BUILDING REPORT

Mr. West reported the following:

1. 2016/2017 – New roofing and dry rot repairs and paint for all 14 buildings. Five Star Construction has a General Contractor's License and was awarded the contract for a cost of \$817,232.00. In this package Fences and Trellises were included. City permits and additional unforeseen dry rot were not included in this contract and will be billed as change orders. (Work in progress).
Fences and trellises will be done after the roofs are complete. There is about \$20,000 per week in dry rot expenses. The paint didn't hold up so some siding has to be changed. Some chimneys have problems. We are getting estimates. Crickets and valleys will be redesigned somewhat for better flow.
2. 1929 Lakeshire Dr. – Resale termite inspection, Specialty estimate \$3,070.00. (presented to the board).

Mr. Eames moved to approve the estimate from Specialty in the amount of \$3,070. Ms. Crist seconded and the motion carried without dissent.

Follow Up:

1. All 4 indicated underground drain line clogs have been cleared by Davis Plumbing. (completed).

Mr. Eames reported that he will have a list of change orders per address of work done on each home. Keith Peedle is documenting everything with photos. He doesn't think there will be enough money from the special assessment for fences and trellises.

Mr. Peedle will be asked to look at a resident's fence to see if a temporary fix may be done until the permanent repairs are made.

Mr. Eames advised the membership that the Board wanted to make sure that every downspout and gutter flowed appropriately.

COMMITTEE REPORTS

Building/Maintenance

No report.

Emergency Preparedness

No report

Landscape Report – Mr. Crist reported that they have looked at the fences and trellises. Twenty-five were fine. Reports, along with a letter, were given to the

residents of the twelve that require attention. Of the twelve, the Mutual will contribute to five.

Over or under watering should be reported to Mr. Crist. After painting, bubblers will be addressed to replace sprinklers adjacent to siding. Tree work is progressing this week.

Treasurer/Secretary Report – No report.

Ponds Report – Ms. Edwards reported that one pump is out. A new pump has been ordered. The lights by the signs will be repaired. We are waiting for parts. Algae is being removed when it becomes too full.

Social Committee – Ms. Crist reported that there will be a newsletter at the end of August. If a resident would like anything included, please contact Ms. Crist. The committee is working on the BBQ. It will be held at the Dollar Clubhouse. The Holiday party will be on the 2nd Monday in December at the Dollar Clubhouse. Two volunteers are needed to make arrangements for the party. We will need a caterer and it is a busy time of the year.

PRESIDENT'S REPORT

Ms. Edwards reported that the Mutual owns the roofs. The Board is working on a solar policy. Board approval is required for solar installations. However, the Board needs to address other projects first.

RESIDENTS' FORUM

None

OLD BUSINESS

None

NEW BUSINESS

Mr. Donner reported that Internet access will be added to the coupon. The contract may also include DVR and High Definition.

ANNOUNCEMENT

The next meeting is the Annual Members meeting. It is scheduled for Wednesday, October 19, 2016 at 9:30 a.m., Fireside Room at Gateway.

ADJOURNMENT

Having no further business, the meeting was adjourned at 10:30 a.m.

/s/ _____
Anne Paone, Assistant Secretary
Walnut Creek Mutual 56 (Lakeshire)