

WALNUT CREEK MUTUAL NO. FIFTY-NINE

REGULAR MEETING MINUTES OF THE BOARD
MONDAY, NOVEMBER 7, 2016 AT 9:30 A.M.
VISTA ROOM, HILLSIDE CLUBHOUSE
3400 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

Call to Order

President Anderson called the meeting to order at 10:00 a.m.

Roll Call

Directors Present: Phil Anderson, President
Martha Sonnenberg, Vice President
Linda Fletcher, Secretary
Chuck Walls, Treasurer
Dave Peters, Director

Also Present: 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 sets of minutes:

Regular Board Meeting of Members September 13, 2016
Budget Board Meeting of Members September 29, 2016
Regular Board Meeting of Members October 5, 2016
Executive Session Meeting of Members October 5, 2016

There being no corrections, the minutes were approved.

Moved, seconded, carried 5-0

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: damage to screens, patio items put on scaffolding, painted doors, elevators, and *Policy 12.8: Vehicles & Parking*.

Alterations Committee: Vic Vigil

Committee Chair Vigil presented details and status updates regarding approved alterations applications.

Building Maintenance Committee: Vic Vigil

Committee Chair Vigil presented a cost and savings analysis of current electric usage and electric usage after the proposed installation of LED lighting.

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Water Usage Committee: Vic Vigil

2016 water usage is within 2% of 2015 and 24% of 2013. Building 5961 continues high water usage. This equates to using more water than building 5910, 5913, and 5951 combined. The amount of gas used to heat water is in line with the other five (5) buildings, so the recirculating system is not the cause of high water usage.

Irrigation for building 5961 is about 60k gallons or 28% lower than the other buildings. This means the building is sharing water with the irrigation system without a backflow preventer, a possible cross connection between lines. Committee Chair Vigil recommended to the board that meter #1 at building 5961 be changed and possible cross connections be sorted out by East Bay MUD.

Pool Committee: Martha Sonnenberg

The pool has been closed and the furniture has been put away. A new furnace will be installed before the new season. The resurfacing project will also take place next year. The Pool Committee is continuing pool usage contract negotiations with Mutual 61.

Finance Committee: Mary Jane Hargrove

Finance Chair Hargrove presented the proposed 2017 fiscal year-end budget prepared with the assistance of M.O.D.

Landscape Committee: Linda Fletcher

On Thursday, Landscape Manager Pollon and Committee Chair Fletcher identified shrubs that have come to the end of their lifecycle. The MOD landscape crews are assigned to every mutual twice per year for several days. If you have any conditions of landscape neglect it will not be attended to until November. This month they will be replacing dead and dying plants. The Redwoods are looking better after the October rain and humidity. The dying cherry tree by the pool has been removed and an Italian buckthorn has been installed.

Financial Report

Rick West provided the Financial Report as follows:

- a) Total Assets as of September 30, 2016
- b) Operating \$134,102.
- c) Reserves \$163,603.
- d) Total \$297,705.

Landscape Report

Entry Maintenance: Entry maintenance crews have turned their attention to leaf cleanup and will begin hard pruning of overgrown shrubs once complete.

Tree Maintenance and Removal: Call any tree maintenance requests to the MOD work order desk. The declining Poplar tree behind 5951 will be removed in January.

Landscape Rehab: Beginning in the coming weeks MOD crews will be working on planting projects at the entrance corners to building 5913 and 5920 Horseman's canyon and 5910 Autumnwood plus a variety of plant replacements throughout the mutual.

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Building Maintenance

Work in Progress:

- 5951 AW: MOD Dry rot rehab work Completed. Mirt Painting scheduled completion date November 18, 2016. Bldg. doors and Bldg. 5920 repaint to be scheduled following completion of 5951.
- 5951 AW: Relocation of condensate line from the garage.

Follow up:

- Perfect Painting gutter and downspout cleaning completed
- 2017 Proposed Projects: LED Lights in carports, pool heater, spa refurbishment, water heater, landings, the paving on Autumnwood, cabana and railing paint.

Comcast Phone Service

The Board will need to establish a decision on the phone service package at \$20 a month per manor and the DVR package at \$9 a month per manor. A membership survey was distributed to the residents. The Board will evaluate the results of the survey after the allotted time to respond has expired.

Email Contact List

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

Amendment to CC&Rs

Director Peters will look into necessary amendments to the governing documents and provide recommendations to the Board for review. The Davis-Stirling Act requires a secret ballot vote of the membership before changes or amendments to the Bylaws and CC&Rs are adopted.

2017 Fiscal Year-End Budget

The Board discussed the proposed 2017 fiscal year-end budget prepared with the assistance of M.O.D. Details regarding the proposed 2017 fiscal year-end budget were presented as follows:

	<u>2016</u>	<u>2017</u>	<u>Increase</u>	<u>Change</u>
Total Mutual Assessment	\$549.92	\$549.67	(\$0.25)	0.0%
Trust Operations	\$202.42	\$205.33	\$2.91	1.4%
Cable TV Service	\$37.66	\$55.00	\$17.34	46.0%
Total GRF Assessment	\$240.08	\$260.33	\$20.25	8.4%
Total Basic Assessment	\$790.00	\$810.00	\$20.00	2.5%

A motion was made to approve the proposed 2017 fiscal year-end budget with a coupon amount at \$810 a month per manor.

Moved, Seconded, Carried 5-0

Adjournment

President Anderson adjourned the meeting at 11:08 a.m.

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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.

A handwritten signature in blue ink, appearing to be 'W. B. L.', is written above a horizontal line.

Secretary