

M I N U T E S  
WALNUT CREEK MUTUAL FIFTY-NINE  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, MARCH 11, 2014, 1:30 P.M.  
BOARD ROOM, GATEWAY COMPLEX

The Regular Meeting of the Board was convened by President Dave Peters on Tuesday, March 11, 2014 at 1:30 p.m. in the Board Room of the Gateway Complex.

ROLL CALL

Attendance

Present:	Dave Peters	President
	George Burnett	Vice President
	Victor Vigil	Secretary
	Chuck Walls	Treasurer
	Linda Fletcher	Director
Staff:	Paul Donner	Director of Mutual Operations
	Rick West	Building Maintenance Manager
	Rich Perona	Landscape Manager
	Sharon Fees	Administrative Secretary

Ten additional Mutual members were present.

APPROVAL OF MINUTES

Approval of  
Minutes

Vic Vigil moved and Linda Fletcher seconded to approve the Minutes as presented of the January 14, 2014 regular meeting of the board. The motion passed unanimously.

RESIDENTS' FORUM

Residents'  
Forum

Barbara Britt, 5961 AW #4C: Ms. Britt thanked Building Maintenance Manager Rick West for the recent attention he has given to the buildings of Mutual 59. She continued to ask the board to consider allowing hard-surfaced flooring in above-ground level condos. Britt was informed that this request would take a vote with approval from 2/3 of the membership in order to amend the CC&Rs.

Lois Ballock, 5920 HC #4B: Ms. Ballock asked if she and other residents could get a small amount of exterior door paint for doing touch-ups. Resident Lynn Crowell said that she has this paint in her possession and that she would be happy to share it with interested residents. Rick West said he would look into providing this for all past and current buildings.

Pam Lindner, 5954 AW #1A: Ms. Lindner asked about replacing Freon on the roof air conditioners. Vic Vigil responded that Freon is available, but that it is very expensive. The Freon available for purchase has been upgraded and is therefore more costly. To change it out, a contractor has to be used and permits from the

municipality are required. Also, because of regulations, it is drained and re-cycled. It is more cost effective for individuals to pool together their resources and have multiple air conditioners serviced at once as the cost of the crane needed to reach the building roof top can be shared.

President's  
Remarks

PRESIDENT'S REMARKS

Dave Peters highlighted the following items:

Three directors attended the Mutual Directors' Legal Seminar.

The alarms that were going off indiscriminately at 5910 were repaired and the alarms in the other buildings were also checked.

The Mutual will work on an electrical vehicle charging policy later this year.

Mutual 59 will make use of Rossmoor.com by keeping agendas and minutes up-to-date on the website, along with posting such items as pool rules, building paint schedule and the building paint color schemes.

Peters will continue to post the GRF board meeting agendas on the community bulletin boards that are located throughout the Mutual.

Report of  
the Committees

REPORT OF THE COMMITTEES

Alterations – Vic Vigil

Alterations

Vic Vigil reported that he is now receiving notifications of manor alterations taking place in the Mutual.

Emergency Preparedness— Lynne Crowell

Emergency  
Preparedness

Lynn Crowell reported that George Burnett brought the emergency plan to the meeting. It was agreed that the board would review this plan and discuss this at the next meeting.

Finance – Dave Peters for Mary Jane Hargrove

Finance

Dave Peters reported that Mary Jane Hargrove and several board directors will be attending a meeting to review that 2013 financial review with the auditors.

Landscape

Landscape and Landscape Water Usage Committee - Linda Fletcher

Linda Fletcher reported that the committee did a thorough walk-through with the irrigation technician and Rich Perona to observe and to adjust the sprinklers.

Swimming Pool – Dave Peters

Swimming Pool

Peters reported that he is attempting to get the Pool Committee information from Gus Dorough before Dorough moves.

Peters suggested that the wording to the Pool Rules be changed from “Residents And Their Guests Only” to “Residents With Their Guests Only” to indicate that Residents must be with their guests while their guests are in the pool area. Peters also suggested that the wording to alert non-authorized pool users should read as follows:

If violators are found, residents may contact Securitas personnel, whom will arrive and ask which manor the suspected violators are with and who is their resident-host. If no resident is present, Securitas will ask for the violators’ pool key and ask them to leave. Securitas will submit a report of the incident to the Mutual 59 Board along with the retrieved pool key.

There is no money budgeted for re-keying this year, but there is money budgeted for purchasing new pool furniture if it is needed. If new furniture is not needed, then these available funds could be used for re-keying. [Building Water Usage](#)

Building Water Usage – Vic Vigil

Vic Vigil reported that the average water use per manor is 197 gallons per day. This seems high as the state’s average usage for non-metered homes is 196 gallons per day and this usage also includes irrigation of lawns. Vigil predicts that the Mutual will go over budget in 2014 for water usage because of the high usage.

Dave Peters asked Rick West to investigate the length of time it takes for water to heat up when using the hot water tap in the manors. Several residents have reported that it takes several minutes for the water to get warm. This could have been the result of not having all the recirculation lines being turned back on after the lines were serviced. Peters believes that if this length of time can be shortened, it would measurably save water. [Financial Report](#)

FINANCIAL REPORT – Paul Donner

As of the end of January fund balances are as follows:

Operating	\$ 66,414
Reserves	\$484,097

The Mutual was \$18,335 under budget as of January 31; mainly because of water had yet to be billed.

An appointment for 12:30 p.m. on Monday, March 31 was set to meet with representatives from James Ernst Accounting to discuss the 2013 financial review. [Landscape Report](#)

LANDSCAPE REPORT – Rich Perona

Rich Perona followed up on Linda Fletcher's report. He determined that there were areas where the time could be reduced on watering. Areas where irrigation was totally eliminated were on the north and south sides of Terra Granada. The vinca will die away, but then mulch will be installed.

The flowerbeds located at the corners of Autumwood and Horesemans Canyon will be re-piped and sprinkled in order to eliminate as much water waste as possible. Many locations had the water pressure reduced as well in order to help eliminate the water from missing its target.

In order to take advantage of EMBUD rebates, the Landscape Department installed smart controllers for the Mutuals three years ago. These controllers measure wind speed, humidity and temperature and are automatically re-programmed every evening to adjust the amount of water used on a daily basis. These controllers can even be monitored and adjusted from dedicated cell phones.

Lawns will be fertilized this week with Turf Supreme. Irrigation controllers will remain off until needed.

Entry maintenance crews are working on pruning shrubs, weed control, and leaf clean up.

Tree pruning is scheduled for later this month and landscape rehabilitation is scheduled for mid-July. It was requested that Rich contact Dave Peters and Linda Fletcher to join in the tree pruning walk-through this month.

Building  
Maintenance  
Report

BUILDING MAINTENANCE - Rick West

New spa plaster: Burkett's Pool Plastering submitted an estimate of \$8,500 in order to plaster the spa. The board decided that this amount is not in this year's budget and therefore will consider this expenditure in 2015.

2014 Painting for Buildings 5954 AW and 5961 AW: The estimate to have these two buildings painted is \$256,700. The budget for this work is \$280,000. Vic Vigil moved and George Burnett seconded to award the contract to Mirt Painting for an amount not to exceed \$256,700. The motion passed unanimously. 5961 AW will be painted first and 5954 AW will be painted second; both this year.

*Board Director Linda Fletcher excused herself from the meeting at 2:35 p.m.*

Garage Vault Cleaning: The recommendation is to have All Clear clean the vaults at the provided estimate of \$1,000 and then have that followed up by Stoddard Plumbing to snake each pit drain line and cover them with drainage screens. Rick was asked to coordinate with Rich Perona in order to request that the landscape crews do their best by not blowing leaves into the vaults.

Chuck Walls moved and Vic Vigil seconded to approve the snaking of the drains. The motion passed unanimously. The snaking will take place after the cleaning takes place by All Clear which is already approved as a budgeted line item.

Deck Coatings on two buildings: 5910 HC and 5920 HC. The estimate to have this work completed by Perfect Painting is \$40,730. The budgeted amount for this project is \$21,324. Dave Peters stated that two buildings were scheduled to be done this year. The money saved on this year's building painting, \$23,300, would easily cover the additional \$19,406 needed for the two decks and would still keep the Mutual's expense under what is budgeted. George Burnett was concerned about the amount of the expenditure. Paul Donner agreed with Burnett that the budget is tight for the next few years, but assured Burnett that funds are available to do the work. Dave Peters then said he would entertain a motion for deck coating on two buildings to be rehabilitated. There was no motion made to accept the estimate.

Power washing of breezeways for six buildings: The estimate provided by All Clear is \$5,720 to perform this power washing for all six buildings, minus the mailbox areas. The 2014 budgeted amount to service four buildings is \$3,150. George Burnett made a motion to accept the estimate of \$5,720 by All Clear to perform this work. No second was made, therefore the motion died. After further discussion George Burnett resubmitted his motion to accept the estimate of \$5,720 by All Clear to perform the power washing of the breezeways of all six buildings, minus the mailbox areas. Chuck Walls seconded the motion and it passed unanimously.

Welcome Co. offered to do a test cleaning, free of charge, of one of the mailbox areas in order to ascertain if any method of cleaning can produce a satisfactory result in these areas that have proved troublesome and incapable of "looking" clean after past attempts have been made. Welcome will report back to Rick West and a presentation will be made at the next board meeting.

Fire Door at 5913 HC, 3<sup>rd</sup> floor: A new fire door was installed and painted as a result of a fire department inspection. The cost was \$1,089.45 and the work was performed by Pedroni Doors.

Garage LED lights: Alpha Lighting supplied an estimate of for purchasing and installing LED lights in the garage of 5913 HC. The estimate for this one building's garage is \$64,143 and was supplied for informational purposes only; no money has been budgeted in 2014 for performing a lighting conversion.

Old Business

Installation of No-Smoking Signs: Fourteen no-smoking signs were installed throughout the Mutual by MOD at a cost of \$130.76.

### OLD BUSINESS

Pool Security: This item was discussed under the Pool Committee report.  
Update on TARRC: The board decided to participate, with the majority of other Mutuels, in hiring the outside attorney in order to write a proposed amendment for the Trust Agreement stating the requirement for approval of amendments should be

75% of the Mutuals and the GRF board representing 55% of all of Rossmoor. This would represent a change from 100% of all the Mutuals and the GRF board. The cost for Mutual 59 to participate will be approximately \$30.00. This will be paid out of the annual President's discretionary budget.

Mutual Website: It was determined that hiring Moxxy Marketing to create a website exclusively for Mutual 59 would be impractical and that the Mutual should just take advantage of the section that is assigned to Mutual 59 on rossmoor.com.

Request for one additional bike rack: A homeowner in 5951 AW requested that an additional bike rack be installed in the garage at 5951 AW as the first bike rack is totally full. He believes that either the Mutual should install a second bike rack or that the existing bike rack should be shared by everyone who wants to use it.

Dave Peters and Rick West agreed to assess the garage at 5951 AW, and all other buildings, to ascertain if there is space for additional bike racks. Peters will report back at the next board meeting. Vic Vigil reported that a bike rack, installed, would cost about \$200.

New Business

It was noted that some bikes in some of the Mutual bike racks are essentially abandoned; that they are not maintained and with flat tires.

NEW BUSINESS

Mutual 59 20<sup>th</sup> Anniversary Party: Dave Peters announced that this year is the twentieth anniversary for the opening of building 5920 HC. He asked for volunteers to form a committee to oversee the creation of a party in celebration of this milestone.

Items for  
Agenda

ITEMS FOR THE NEXT AGENDA

Announcements

- 1) Mailbox area cleaning
- 2) Painting
- 3) Pool Opening Date

ANNOUNCEMENTS

Adjournment

The next meeting will be Tuesday, May 13, 2014 at 1:30 p.m. in the Board Room at Gateway.

ADJOURNMENT

The meeting adjourned at 3:17 p.m.



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Sharon Fees, Assistant Secretary  
Walnut Creek Mutual Fifty-Nine