

MINUTES
WALNUT CREEK MUTUAL FIFTY-NINE
REGULAR MEETING OF THE BOARD
TUESDAY, MAY 10, 2016 AT 1:30 P.M.
BOARD ROOM, GATEWAY COMPLEX
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

ROLL CALL

PRESENT:	Vic Vigil	Vice President
	Linda Fletcher	Secretary
	Phil Anderson	Treasurer
	Chuck Walls	Director
EXCUSED:	Dave Peters	President

Staff represented were Paul Donner, Director of Mutual Operations; Rick Chakoff, CFO; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; and Sharon Fees, Board Services Coordinator

Two guests from the Mutual 61 Board of Directors were also present; Sophia Sue and Dick Bertrand.

Eleven additional Mutual members were in attendance.

APPROVAL OF MINUTES

Linda Fletcher moved and Chuck Walls seconded to approve the minutes to the:

Regular Board Meeting held March 8, 2016

The motion passed unanimously.

RESIDENTS' FORUM

Marge Sicotte, 5920 HC #5C: Ms. Sicotte asked for blue touch-up paint for the front doors of the manors. Rick West noted that door paint is not usually distributed to members. He confirmed that some of the doors have had some chipping issues and he encouraged residents who needed the spots repainted to contact MOD and someone would be dispatched to do the touch-up painting.

Barbara Britt, 5961 AW #4C: Ms. Britt asked about a clarification from the minutes from the last board meeting about pressure-washing “all six buildings.” It was explained that the statement meant pressure-washing the breezeways of all six buildings. This clarification will be made in the minutes.

Bunk Sicotte, 5920 HC #5C: A kickplate to the elevator area door was removed during maintenance, but it was never replaced. Rick West responded that there is a work order out for this project.

PRESIDENT'S REPORT

No report was given.

REPORT OF COMMITTEES

Alterations: Vic Vigil presented the alterations in progress and completed alterations to the Board. There are currently seven alterations in progress.

Pool: Linda Fletcher and Vic Vigil met with the Pool Committee member, Sharon Collins, from Mutual 61. Mutual 61 asked to see Mutual 59's financials. Phil Anderson moved and Linda Fletcher seconded to provide only pertinent financial information to Mutual 61. The motion passed unanimously.

Finance: Phil Anderson asked to meet with Rick Chakoff or Tess Haskett to discuss the Mutual's financial statements. Chakoff agreed to arrange for a meeting outside of the Board meeting. Chakoff reported that year to date Mutual 59 is under budget by \$9,000.

The second installment of the Special Assessment will be billed out in mid-May for the June 1 due date.

Landscape: Linda Fletcher reported that she did a walkthrough with Rebecca Pollon to plan upcoming projects.

Water: Vic Vigil reported that water usage is down 51 percent for the same period from 2013 to 2016. This is a savings of 3 million gallons.

Social: Mary Jane Hargrove reported that the “Premier Pinnacle Picnic” will be held on the Dollar Patio on Wednesday, September 14. Hargrove reported that Assistant Controller Tess Haskett will set up a separate line item for social events. Hargrove requested a volunteer from 5913 to help with the Picnic. The first Committee meeting will take place on May 22.

FINANCIAL REPORT

Paul Donner reported that EBMUD will drop the 25 percent surcharge on July 1, but an increase of seven percent in the regular rate will go into effect. A declaration may be made that the state will go from a Stage 4 Drought to a Stage 0 Drought designation. This may result in a loosening of the water restrictions. Donner cautioned and reminded the assembled group that water is still a precious commodity and that everyone should do their part in practicing water conservation.

LANDSCAPE REPORT

New Landscape Manager Rebecca Pollon introduced herself and stated that she looks forward to working with everyone in the Mutual.

Entry maintenance crews are on schedule pruning shrubs and pulling and spot spraying weeds.

All tree work identified on the tree walk with Linda Fletcher and Ed Waraner was completed last month.

The MOD rehab crew will work on identified projects in late July/early August.

BUILDING MAINTENANCE

Rick West reported on the following:

5951 AW: Mirt Painting is scheduled to start painting on July 5. Scaffolding goes up on June 13 for dry rot and rehab work. The paint palette will be posted on the building for viewing.

Power washing breezeways of all six buildings: This will be done after the painting is completed for this year.

Dryer vent cleaning: Dryer vent cleaning is scheduled for the end of May. Welcome Services will perform this job for the approved bid of \$6,372.

5961 AW: Davis Plumbing will schedule a building water shut down in order to inspect the meter due to a high water bill.

Smoke detector battery replacement: This work is scheduled for the end of May by Welcome Services for the amount of \$3,240.

Follow-up:

Balcony inspections: Jim Hogue completed the inspections of the balconies. A comprehensive report was presented to the Board. One hundred percent of the balconies came back with a good report of health.

5951 AW #4B: This unit had a failure and leaked into #4A. This will be a homeowner insurance claim due to a broken water supply line. The put-back work is now complete.

As a result of this leak, the Mutual will inform all residents of the potential for leaks in older angle stops and water supply lines under sinks and toilets, and of each homeowner's liability for such leaks. The Mutual will urge residents to hire a plumber to replace all older angle stops and supply lines within their units.

Spa: Algae Busters completed the installation of a new spa float and repaired the skimmer leak.

Corridor light cover cleaning: This work has been scheduled.

Notices to residents: Rick West will work on homeowner notices concerning the proper use of garbage disposals.

5951 AW #4C: A rain leak occurred. The felt underneath the roof tile was replaced. The moisture meter reading came back dry and no interior damage was found.

Exterior Manor Doors: Since the work is under warranty, the vendor will return and honor the warranty by repainting the doors as needed.

West responded to Board questions and requests.

OLD BUSINESS

Parking Rules: Mary Jane Hargrove reported that the Committee met and stated that the Committee will get input from residents representing each building on what specific problems each area has.

Solar: Paul Donner strongly recommended that Mutual 59 first wait and observe what happens with GRF and their proposed solar installation before the Mutual take any action.

NEW BUSINESS

Pool Use Agreement with Mutual 61: A compilation report of all costs associated with the Pool was presented to the Board and the guests from Mutual 61 by Vic Vigil. After much discussion,

it was decided that the Board would meet in Executive Session to discuss an updated Pool Use Agreement and then present a final draft to Mutual 61.

Angle Stop and water supply line replacements in Manors: Much discussion took place regarding the replacement of angle stops and supply lines within the manors of the Mutual. The Board will take a two-pronged approach in order to urge residents to have this work done as soon as possible in an effort to avoid failures and flooding. The Board will consider implementing a policy that would require homeowners to replace them when an Alteration Permit is requested. The Mutual will also encourage residents, via educational mailers, to have old angle stops and supply lines in their manors replaced as soon as possible.

ITEMS FOR NEXT AGENDA

Parking Rules
Solar update
Angle Stops
Pool Use Agreement

ANNOUNCEMENTS

The next meeting will be Tuesday, July 12, 2016, at 1:30 p.m. in the Gateway Board Room.

ADJOURNMENT

With no further business to discuss, the regular meeting of the board of May 10, 2016 was adjourned at 2:38 p.m.



Sharon Fees, Assistant Secretary
Mutual Fifty-Nine