

WALNUT CREEK MUTUAL NO. FIFTY-NINE

REGULAR MEETING MINUTES OF THE BOARD
TUESDAY, JULY 10, 2018 AT 1:30PM
GATEWAY BOARD ROOM
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CA 94595

Call to Order

President Hargrove called the meeting to order at 1:30 p.m.

Roll Call

Directors Present: Mary Jane Hargrove, President
Jon Rantzman, Vice President
Linda Fletcher, Secretary
Victor Vigil, Treasurer
Dave Peters, Director

Also Present: Paul Donner, Director of Operations and Kelly Mattison, Board Services Coordinator.

Consent Calendar: The following items listed under the consent calendar are adopted by general consent:

Approval of Meeting Minutes:

- a. Regular Meeting held on May 8, 2018
- b. Special Maintenance Meeting held on June 12, 2018

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 Mutual Operations Division (MOD) staff representatives.

President's Report:

President Hargrove gave the following President's report:

The Mutual welcomes 4 new members since the May 8 Board Meeting:

- 5910 HC #5A - Phillip Dowling & Erida Satti
- 5910 HC #4A - Maryam Saitzyk
- 5954 AW #3B - Tai & Yeemei Kang
- 5913 HC #2C - Elton & Miriam Cairns

Mutual Emails:

The Mutual now has 79% or 85 manors signed up to receive emails.

Current Status of AT&T Refund:

On May 31st both Albert Tye and his boss each said that a credit request had recently

WALNUT CREEK MUTUAL NO. FIFTY-NINE

been submitted on our behalf to the “powers that be” at AT&T. We were also told that it should be resolved “soon.”

Mutual websites:

GRF has advised that they are working on a password protected website for residents to interact with GRF and, eventually, the Mutuals. It will be a couple of years before this is implemented.

Landscape Report: Rebecca Pollon

Landscape Manager Rebecca Pollon was absent, and Paul Donner gave the following landscape report on her behalf:

Warm days are upon us and with them residents can look forward to blooming Oleanders, St John's Wort and Crepe Myrtle trees.

WATER USE: Irrigation will continue to become more frequent as the temperatures rise. Residents can assist in conserving water and keeping the landscape healthy by reporting water leaks and irrigation breaks. If a break is suspected please report the location to the work order desk.

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

MOD WORK DAYS: MOD work days have been completed for the spring. We will return to assist irrigation crews for 3 days in the summer and for 7 days in late October.

TREE MAINTENANCE: Currently waiting on bids from the arborist for ‘dead-wooding’ some trees and removing an Oak tree.

Past, present and future fire abatement protocols: Each year in May or June wild areas within 100’ of buildings are fire abated by doing one or more of the following;

- Grasses are cut to within 1” of the ground
- Trees are ‘limbed up’ to above 10’ to reduce fire ladder.
- Flammable shrubs are removed such as Baccharis (Coyote Brush) and Juniper.
- Areas are disked.

Typically, fire moves uphill so buildings that are above wildland areas are at greater risk than buildings downhill of wildland areas.

If you have landscape maintenance requests (pruning or irrigation), please contact the MOD work order desk for fastest service. Requests for landscape improvements should be directed to your landscape representative.

WORK ORDER DESK

By phone: 988-7650

WALNUT CREEK MUTUAL NO. FIFTY-NINE

By email: WORKORDER@ROSSMOOR.COM

Financial Report: Paul Donner

The May 31, 2018 Financial Report was presented by Director of Mutual Operations Paul Donner as follows:

- a) Operating Balance \$142,415
- b) Reserves Balance \$203,354
- c) Total Fund Balance \$345,769

Building Maintenance Report: Rick West

Rick West Maintenance Manager was absent, and Paul Donner gave the following building maintenance report on his behalf:

ACTION ITEMS: Proposal review and Approval

1. Welcome Service has annual dryer vent cleaning scheduled for Fall. Cost \$6,480.00.
\$60-unit x 108 units = \$6,480.00.

INFORMATION ITEMS: Work in Progress or Completed

1. Breezeway re-coating – Contractor: A One Construction - for recoating of 3 building Breezeways. Phase I – 5910 HC, 5913 HC ,5920 HC (Completed).
2. Core Drilling and vent installation – Contractor: A One Construction - inspection holes in all 6 buildings Breezeways. Jim Hogue hired for written report. (Work in progress)
3. MOD Painter has been touching up Doors, Ballard, Stair Railing and Stair Safety Strips. From walk through list (work in progress).
4. Annual Building Pressure Washing – Contractor: Welcome Services - Cost \$4,200.00 (Completed).
5. Annual Window Washing – Contractor - Welcome Services - scheduled start date July 2nd. Cost \$7,800.00.

Report of Committees:

- a. **Finance Committee:** Mary Jane Hargrove reported that a policy may be needed on how to enforce payment on delinquent accounts or reimbursement assessments. It was also reported that the cost for the pool is shared with M61 and that it was recently discovered that the phone at the pool was being paid by GRF. This is being investigated and fixed and there may be some monies owed.
- b. **Landscape Committee:** Lind Fletcher reported that all owners can serve as the eyes and ears of the community and to report any broken irrigation, limbs hanging, plants that look deprived, etc. Quick reporting will help save us costs, so please say something if you see something. You can call the work order desk at 925-988-7650 or email them at workorder@rossmoor.com.

WALNUT CREEK MUTUAL NO. FIFTY-NINE

- c. **Swimming Pool Committee:** Marge Sicotte reported that the swimming pool is looking clean and complimented the vendor who is maintaining it. She also reported that we still have owners leaving the bathrooms unlocked, a mouse was recently removed from the pool, and the pool net may need to be replaced due to holes in it.
- d. **Alterations Committee:** Vic Vigil reported that for the time period 5/1/18 to 7/1/18 there are currently 2 applications in progress for the following units: 5913 HC #5B and 5961 AW #6A. There have been 6 completed alterations within this time period for the following units: 5913 HC #2C, 5910 HC #3C, 5920 HC #1C, 5920 HC #3C, 5961 AW #1C, and 5910 HC #5A.

Old Business

- a. **Adopt Revised Rules 5.0, 9.0, and 13.0:** The revised policies were mailed to all owners on May 31, 2018 for a 30-day comment period. No comments were received by the Board or the Board Office. A motion was made to adopt revised rules 5.0, 9.0, 13.0.

Moved, Seconded, Carried 5-0

New Business

- a. **Proposed Solar Rule 17.0:** The Board created a Solar Energy System Rule. The purpose of the proposed operating rule is to regulate the installation of solar energy systems (e.g. solar panels) in the community consistent with applicable law as amended effective 2018, the Mutual CC&Rs, and the Mutual's rules. The effect of this proposed new rule is that there will be a process in place regarding review and approval of applications to install solar energy systems. The Board made a motion to approve the proposed rule to be mailed to all owners for the mandatory 30-day comment period prior to consideration of adoption at the September 11, 2018 open Board meeting.

Moved, Seconded, Carried 5-0

Announcements

There will be a Special Maintenance Meeting held on August 14, 2018 at 1:00 p.m. in the large conference room at MOD. The next Regular meeting of the Board of Directors will be held on Tuesday, September 11, 2018 at 1:30 p.m. in the Board Room at Gateway.

Adjournment

President Hargrove adjourned the meeting at 2:27pm.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.



Assistant Secretary Mutual No. Fifty-Nine