

MINUTES
WALNUT CREEK MUTUAL FIFTY-NINE
REGULAR MEETING OF THE BOARD
TUESDAY, JULY 8, 2014, 1:30 P.M.
BOARD ROOM, GATEWAY COMPLEX
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

ROLL CALL

PRESENT:	Dave Peters	President
	George Burnett	Vice President
	Chuck Walls	Treasurer
	Vic Vigil	Secretary
	Linda Fletcher	Director

Staff represented were Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rick Chakoff, GRF Chief Financial Officer; Rich Perona, Landscape Manager and Sharon Fees, Administrative Secretary.

There were eight additional Mutual members present.

APPROVAL OF MINUTES

Vic Vigil moved and Linda Fletcher seconded to approve the minutes to the regular meeting of the May 13, 2014 as presented. The motion passed unanimously.

RESIDENTS' FORUM

Jim Fletcher, 5951 AW #6B: Mr. Fletcher commented positively about the process and quality of the window washing that took place this year.

Nancy Goelkel, 5920 HC #5A: Ms. Goelkel inquired about options that she could choose from in order for her to get her exclusive-use common area deck resurfaced. Dave Peters responded that more information will be provided further into the meeting and that if she had more questions after the meeting, she should contact Building Maintenance Manager, Rick West.

Gus Dorrough, 5920 HC #4C: Mr. Dorrough wished to discuss a water leak that took place in his unit in April 2014 and a charge relating to the clean-up of the water leak that he was disputing. Rick West was requested to speak with Dorrough after the meeting concerning this matter.

Marge Sicotte, 5920 HC #5C: Mrs. Sicotte noted several areas that continue to need attention:

- 1) The pool area has a lot of children that seem to be mischievous about turning over the pool furniture and locking the bathroom stall doors;
- 2) The lobby light on the 3rd floor of 5920 HC still has a missing cover;
- 3) The roof hatch on the 3rd floor has been left open by vendors, again;

Marian Nielsen, 5954 AW #6B: Ms. Nielsen expressed her interest in the possibility of the Mutual taking advantage of COMCAST bulk services package.

PRESIDENT'S REPORT

President Dave Peters reported on the following:

TARRC: The Committee is currently on hiatus. There were some issues concerning the Mutuals paying the outside attorney for the review of the Trust Agreement. Henceforth, no additional costs will be charged to Mutual 59 without Mutual 59's consent.

Water Conservation: All of the Mutuals are trying to do their part to conserve water. Thanks to Vic Vigil's efforts, Mutual 59 is a leader in this area.

Waste Services: Waste Management merged with Republic. The company will go by the Republic name and beginning March 1, 2015 cans will be changed out and plastic bags will start to be accepted. New trucks will be utilized, which will run on natural gas. They will run more cleanly and more quietly. Announcements will be in the Rossmoor News.

New Residents: Mutual 59 is now being informed when new residents close escrow by the Member Services department.

Window Washing: Peters thanked Rick West for obtaining the new vendor for the window washing. By all accounts, residents are pleased with the job done.

Sprinkler Systems checks: The annual inspection will take place later this week.

REPORT OF COMMITTEES

Alterations: No report was given.

Emergency Preparedness: No report was given.

Finance: No report was given.

Landscape and Landscape Water Usage: This was reported under the Landscape Report.

Pool: Dave Peters reported that the proposed pool rule changes will be mailed out next week. Peters also stated that when signing in at the pool, the resident needs to sign in as well as each individual guest.

Building Water Usage: Vic Vigil reported that compared to same time last year, the Mutual is using over thirty percent less water. Peters thanked Vigil heartily for his efforts in tracking and communicating the Mutual water usage.

FINANCIAL REPORT

Dave Peters reported that amounts greater than \$250,000 in any one federally-insured banking institutions are not insured by the FDIC. GRF CFO Rick Chakoff recommended that excess funds over \$250,000 be moved to City National Bank into what is known as a CDARS,

Certificate of Deposit Accounts Registry Service. These CD's will then have the full faith and backing of the federal government and they can be purchased with a maturity time frame as little as four weeks. Right now, the Mutual does not need to move any monies because large sums of the Mutual's reserve funds are being used for capital improvements.

Chakoff reported that the Mutual is only approximately \$3,800 over budget year to date and that the corporation is in good financial shape.

LANDSCAPE REPORT

Rich Perona reported on the following:

Lawns will be fertilized in June. The irrigation controllers have been turned on. An evaluation of all heads have been made and many that were not needed were capped. The irrigation to the Oak trees on Terra Granada has been turned off. The ground cover will eventually die and then wood chips will be installed in the area.

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

Annual color beds were replanted with summer annuals.

Rehabilitation work is scheduled for late July. The Landscape Committee and Rich Perona met and planned landscape rehabilitation work which will be discussed and approved at today's meeting.

Linda Fletcher reported that by way of a walk-through of the Mutual, the Landscape Committee identified about \$26,000 worth of rehabilitation work that should take place. This will be divided out over three years with approximately \$7,000 being earmarked to be spent this year. The hillside erosion problem will be addressed.

BUILDING MAINTENANCE

Rick West reported on the following:

New Spa Replacement Tile: Completed at a cost of \$1,800 by AMAC.

Pool Keys: Two-hundred new pool keys and two locksets were re-keyed on May 20 at a cost of \$637 by Bomac.

2014 Painting for buildings 5954 AW and 5961 AW: The project began on April 28 with the installation of scaffolding and rehabilitation of 5961 AW. Work on 5954 began on July 7.

Garage Air Pits: All Clear completed the cleaning and water removal of the garage air pits on May 9. Stoddard Plumbing snaked all pit drain lines. Cover drainage screens are on order.

Window Washing: Window washing took place at 5910 HC, 5913 HC, 5920 HC, and 5951 AW by Welcome Services and was completed on June 12 for a cost of \$4,246.00. Paint contractors will clean windows at 5961 AW and 5954 AW after they paint the buildings.

Power washing building breezeways: This will be done by All Clear and is scheduled to take place in either August or September after the painting is completed.

Concrete Entryways (around mailbox area): Color choices were presented to the Board. Perfect Painting is currently the only contractor that uses the coating product needed to coat the entryways. Perfect Painting's price is approximately \$5 per square foot. It was the consensus of the Board to get a bid from at least two other contractor.

Bike Racks: Two bike racks were purchased and installed at 5951 AW for a cost of \$316.40

Tankless Water Heater: The annual maintenance service contract with Leap Frog is now in place.

Sidewalk Emergency replacement: This area east of the pool was repaired and previously approved for the amount of \$750.

Breezeway Power Washing:

Linda Fletcher moved and George Burnett seconded to approve an expenditure of \$5,600 to power wash the breezeways, stairwells, and mailbox areas of all six buildings. The motion passed unanimously.

Entry Lobby stain solution: This matter will be discussed at a future Board meeting.

OLD BUSINESS

Re-keying of Pool: This matter was previously covered in the meeting.

Additional bike rack at 5951 AW: This is a work in progress.

Mutual 59 20th Anniversary Party Committee: Bunk Sicotte volunteered to join this Ad Hoc committee. Dave Peters thanked Bunk for his participation.

Power Sources for Electrical Automobiles Draft Policy: This is a work in progress.

Paint Scheme Approval:

Vic Vigil moved and Linda Fletcher seconded to ratify the previous Board approval of the Paint Committee's recommendation of the following paint scheme colors for the exterior of the buildings:

Scheme I: 5920 HC and 5951 AW
Scheme II: 5910 HC and 5954 AW
Scheme III: 5961 AW and 5913 HC

The motion passed unanimously.

NEW BUSINESS

Appointment of Inspector of Elections for the November Board elections: Dave Peters appointed Mary Jane Hargrove as Inspector and Linda Fletcher as her assistant.

COMCAST proposal:

Vic Vigil moved and Linda Fletcher seconded to approve a survey to be sent out to Mutual 59 residents concerning their interest in bulk services from COMCAST. The motion passed unanimously.

ITEMS FOR NEXT AGENDA

- 1) Update on other contractors who can apply deck coating in buildings
- 2) Electric Vehicle Draft Policy
- 3) Amended Pool Rules adoption
- 4) COMCAST survey results

ANNOUNCEMENTS

The next regular board meeting is scheduled for Tuesday, September 9, 2014, at 1:30 p.m. in the Board Room at Gateway.

ADJOURNMENT

With no further business to discuss, the regular meeting of the board of July 8, 2014 was adjourned at 3:00 p.m.



Sharon Fees, Assistant Secretary
Mutual Fifty-Nine