

# WALNUT CREEK MUTUAL NO. FIFTY-NINE

REGULAR MEETING MINUTES OF THE BOARD  
TUESDAY, SEPTEMBER 13, 2016 AT 10:00 A.M.  
PEACOCK HALL (GATEWAY)  
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

## **Call to Order**

President Anderson called the meeting to order at 10:06 a.m.

## **Roll Call**

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

**Also Present:** Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; Will Kim, Board Services Coordinators. Eleven (11) additional Mutual members were in attendance.

## **Residents' Forum**

The Residents' Forum was opened to the membership and the following topics were discussed:

- a) MOD staff was asked to sweep cobwebs and trash enclosures throughout the Community.
- b) Due to the risk of vehicle damage, MOD is no longer blowing out garages once a month.
- c) Malfunctioning elevators throughout the Mutual are opening slowly or periodically getting stuck. If a member is stuck in an elevator, please use the call box located in each elevator. Solutions to the elevator issues are a high priority for the Board.
- d) In accordance with the Davis-Stirling Act, Open Session Meeting agendas are posted 4-days before the meeting on each building bulletin board and should not be removed.
- e) The membership was informed of a recent mailbox break-in and was asked to contact local law enforcement to file police reports when this occurs.

## **Approval of Meeting Minutes**

President Anderson asked if there were any additions or corrections to the following minutes:

- a) Regular Meeting of the Board held on July 19, 2016
- b) Executive Session held on August 24, 2016 regarding a Lease Extension Request
- c) Special Meeting of the Board held on August 24, 2016

The minutes to the aforementioned meetings were approved as submitted.

Moved, seconded, carried 5-0

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### **President's Report: Phil Anderson**

The Board discussed the Comcast Contract for phone lines throughout the entire Mutual at the reduced rate of \$20 per phone line. The Board will obtain additional information regarding the specifics of the reduced rate and will proceed with a membership survey prior to a final board decision.

### **Building Maintenance Committee: Vic Vigil**

No report at this time.

### **Water Usage Committee: Vic Vigil**

No report at this time.

### **Pool Committee: Martha Sonnenberg**

The pool has had temperature issues and currently has no ongoing heating. The pool heating furnace is outdated and will need to be replaced. However, B&B Pool Company will proceed with a complete inspection to see if the furnace can be fixed prior to replacement.

### **Finance Committee: Mary Jane Hargrove**

The Finance Committee will review the Helsing Report and provide any information necessary in preparing the 2017 fiscal year end budget.

A motion was made to appoint Mary Jane Hargrove as the Finance Committee Chair.

Moved, seconded, carried 5-0

### **Landscape Committee: Linda Fletcher**

Linda Fletcher presented the Landscape Committee Report as follows:

- a) The Poplar tree between 5961 and 5951 Autumnwood will be removed.
- b) An electrical issue with the irrigation system at 5913 Horsemans Canyon will be repaired.
- c) The two (2) cherry trees near the pool area were removed and the new Italian Buckthorns were installed with some roses. This should provide more privacy and greenery.
- d) New Oleanders on top of the retaining wall were planted.
- e) Redwood branches with dead needles may come back and will not be removed. However, the Landscaping Staff will inspect the redwood trees and remove any dead branches that are identified.
- f) Burlap and cobblestone were added to the drainage area near Autumnwood to prevent trash and mud from entering the drainage area

### **Water Usage Committee: Vic Vigil**

No report at this time

### **Social Committee: Mary Jane Hargrove**

Seventy-one (71) people signed up for the upcoming picnic that will take place at the Dollar Patio on Wednesday, September 14<sup>th</sup> at 5:00 p.m. The dinner will start at 6:00 p.m. and will

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be catered by Creekside. A request for volunteers was made regarding the 24<sup>th</sup> Annual Meeting.

### **Financial Report: Rick West for Paul Donner**

Rick West provided the Financial Report as follows:

- a) Total Assets as of August 31, 2016
- b) Operating     \$134,741.
- c) Reserves     \$204,934.

### **Landscape Report: Rebecca Pollon**

Entry Maintenance: Entry maintenance crews continuing summer pruning schedules and spot spraying weeds weekly. Residents are encouraged to call the work order desk with any maintenance requests.

Tree Maintenance: A permit has been submitted to the City of Walnut Creek to remove a declining Poplar tree at 5951 Autumnwood. The approval is still pending.

Landscape Rehab: Boulders are on order for the drain area at the top of Autumnwood. The plant replacement projects will occur in late October and November.

### **Building Maintenance Report: Rick West**

Work in Progress:

- a) 5951 Autumnwood - MOD Dry rot rehab work in progress. Mirt Painting EFIS removal and painting in progress.
- b) 5951 Autumnwood – the Board reviewed an estimate provide by Davis Plumbing to extend the condensate line from the garage to the building exterior for \$2,088.25. Tabled, pending confirmation on the specification of work.
- c) An estimate for pool umbrellas was presented and discussed by the Board. Tabled, the Board will revisit this issue at a later date.

Follow up:

- a) Window Washing - Welcome Services completed 5-buildings.
- b) Power Washing Breezeways - Welcome Services completed 5-buildings.

### **Pool Use Agreement with Mutual 61**

The Pool Usage Contract with Mutual 61 is ongoing. The membership will be updated once an agreement is reached. The Board will consult with legal counsel after a final contract agreement is drafted.

### **Items for Next Agenda**

Comcast Phone Agreement  
Financial Report

### **Next Board Meeting**

The next meeting will be held on Tuesday, November 7, 2016 in the Vista Room (hillside) at 9:30 a.m.

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**Adjournment**

President Anderson adjourned the meeting at 11:57 p.m.

**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.



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**Secretary**

DRAFT