

WALNUT CREEK MUTUAL FORTY-EIGHT  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY, DECEMBER 9, 2015 2:00 P.M.  
CONFERENCE ROOM, MOD  
800 ROCKVIEW DRIVE, WALNUT CREEK, CA 94595

President Dr. John Reppart convened the Regular Meeting of the Board of Directors of Walnut Creek Mutual Forty-Eight at 2:00 p.m. on Wednesday, December 9, 2015, in the MOD Conference Room, 800 Rockview Drive, Walnut Creek, California 94595.

ROLL CALL

PRESENT:

John Reppart  
Bob Burch  
Elita Park  
Norm King  
Sonja Ford

President  
Vice President  
Treasurer  
Secretary  
Director

COMMITTEES:

Sheafe Ewing  
Sonya Ford  
Marcia Cutter

Building Maint.  
Landscape Maint.  
Hospitality

Mutual Operations staff was represented by Paul Donner, Mutual Operations Director; Rich Perona, Landscape Manager; Rick West, Building Maintenance Manager; and Sharon Fees, Board Services Coordinator.

Special Guest, Doug Amsden, was also present. Amsden was appointed Inspector of Election for the CC&R Amendment ballot.

Five additional Mutual members were present.

John Reppart welcomed everyone and thanked them for their attendance.

APPROVAL OF MINUTES

John Reppart asked if there were any additions or corrections to the following minutes:

Regular Meeting of the Board – December 9, 2015

Hearing none, Reppart declared the minutes as approved.

ANNOUNCEMENTS

Reppart announced that the next Regular Meeting of the Board will take place on Wednesday, February 17, 2016, beginning at 2:00 p.m. in the MOD Large Conference Room.

MEMBERS' FORUM

No presentations were made.

### MOTION TO OPEN BALLOTS

Bob Burch moved and Elita Park seconded to authorize the Inspector of Elections, Doug Amsden, to open the ballots for the CC&R amendment. The motion passed unanimously.

### FINANCIAL REPORT

Paul Donner announced the fund balances as reported in the preliminary 2015 year-end financials. As of December 31 the Operating Account had a balance of \$12,954 and the Reserve Account had a balance of \$434,016.

Mutual 48 ended 2015 under budget by approximately \$200.

### BUILDING MAINTENANCE

3324 PT Building Beam Rot, 2<sup>nd</sup> level by #4: A motion was made, seconded, and unanimously approved to hire Empire for \$3,163.52 to perform this remediation.

3318 PT #3B: Custom Exteriors will install new paper, framing, flashing, and stucco around the window that was leaking at a cost of \$3,486.

Follow-up:

3318 PT #2B: There is a hole in the downspout and MOD has been attempting to schedule an appointment with the resident in order to complete the repair.

Gutter Cleaning: This work was performed by Perfect Painting and is now complete.

3324 PT #1C: Antimite performed needed work that was under warranty.

3318 PT #1C: A clothes washer leaked and remediation work took place. This work was paid for by the homeowner's insurance.

Entry Signage: The Board determined that the signage will not be replaced.

Rick West fielded Director questions and requests.

### REPORT ON THE PRESIDENTS' FORUM -- John Reppart

No report was given.

### HOSPITALITY COMMITTEE – Marcia Cutter

Marcia Cutter announced that the Summer Party will be held on July 23. A casual party will be held in early June including a condo stroll.

EMERGENCY PREPAREDNESS -- John Reppart

John Reppart is looking for two volunteers in Entry 20 to be the custodians for the family radio units.

LANDSCAPE -- Sonya Ford and Rich Perona

Lawn Maintenance: The irrigation systems are off and mowing occurs as needed. EBMUD has announced that watering restrictions will continue to remain in place for the 2016 growing season.

Entry Maintenance: Crews are on their regular schedules.

Tree Maintenance: Waraner Tree Service performs all tree maintenance. Pruning recently took place last autumn.

Landscape Rehab: Landscape rehab work is scheduled for the last week of April.

Personnel Swap: Jose and Carlos are now the landscape foremen for Mutual 48. Perona explained that he switches crews up throughout the valley every few years in order to help keep the staff fresh.

UNFINISHED BUSINESS

PG&E Easement: PG&E has put their latest request on hold as other work needs to be finished first.

Solar Committee Report: Norm King reported that the Committee is waiting for the Public Utilities Commission (PUC), to ascertain what the newest rules concerning solar installations will be. Rules affect logistics and rebates surrounding solar installations. After the rules are established by the PUC, the Mutual 48 Solar Committee will meet on February 5 and work on a plan that would best serve the Mutual.

The Committee will also review Policy 23, covering solar.

Nominating Committee Report: Bob Burch reported that two individuals volunteered to run for the Board: Henry Mei and Richard Pancoast. Any other members in good standing may also submit their names to be placed on the ballot.

NEW BUSINESS

Transfer of Funds: Bob Burch moved and Elita Park seconded to transfer \$25,000 from Reserves to Operating, to be paid back within 12 months, in order to meet the annual insurance pre-payment obligation. The motion passed unanimously.

Election Results: Doug Amsden announced the results of the CC&R amendment ballot:

55.....total ballots were received.

2.....ballots were deemed invalid

53.....ballots were deemed valid

Of the 53 valid ballots, 44 voted 'FOR' the amendment and 9 voted 'AGAINST' the amendment.

Amsden made the final proclamation:

**The matter of the CC&R amendment to designate residential roofs as "Exclusive Use Common Area" from "Common Area" has passed.**

ADJOURNMENT

With no further business to discuss, the January 20, 2016 Mutual Forty-Eight board meeting adjourned at 2:45 p.m.



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Sharon Fees, Assistant Secretary  
Mutual Forty-Eight