

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, JULY 19, 2017 AT 2:00PM
MOD LARGE CONFERENCE ROOM
800 ROCKVIEW DRIVE, WALNUT CREEK, CA 94595

Call to Order

President Burch called the meeting to order at 2:00PM

Roll Call

Directors Present: Robert Burch, President
Sonya Ford, Vice President
Norm King, Secretary
Henry Mei, Treasurer
Richard Pancoast, Director

Committees: Sonya Ford, Landscape Maintenance
Sheafe Ewing, Building Maintenance
Norm King, Solar
John Reppart, Emergency Preparedness

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; Will Kim, Board Services Coordinator; Kelly Mattison, Board Services Coordinator.

Approval of Meeting Minutes

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

Regular Meeting of the BoardJune 21, 2017
Executive Meeting MinutesJune 21, 2017

The minutes to the aforementioned meetings were approved as corrected.

Moved, Seconded, Carried 5-0

Residents' Forum

A Resident's Forum was held for comments and questions from the membership.

Financial Report: Henry Mei

The June 30, 2017 Financial Report was presented as follows:

a) Operating \$ 20,117.
b) Reserves \$ 581,419.

Landscape Report: Sonya Ford & Rebecca Pollon

Lawn Maintenance: Turf is being moved weekly and edged every other week. Irrigation is ON and watering frequently during the hot spell. Please report suspected breaks or malfunctions to the work order desk.

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Entry Maintenance: Entry maintenance crews are on their summer pruning schedules and weed treatment is ongoing.

Landscape Rehab: the Next MOD rehab days are on October, if you have a request please contact your landscape representative.

Building Maintenance Report: Sheafe Ewing & Rick West

Work in Progress:

1. 3318 PT 1C deck repair, State Roofing is scheduled for 7-18-17. The work will be performed under warranty.
2. 2 new stop signs are on order.

A motion was made to have "stop" painted on the asphalt in addition to the replacement of 2 faded stop signs. The motion was denied.

Moved, Seconded, Denied 2-3

3. Sang Electric to replace 1 new Jelly Jar light fixture with an LED fixture in carport #19 (on order). Sang also has a work order to replace a photo cell at 3306 PT.

A motion was made to have Sang Electric replace 17 Jelly Jar fixtures with LED fixtures at a cost of \$2200. The motion was approved unanimously.

Moved, Seconded, Carried 5-0

Work Pending or on Hold:

1. Perfect Painting estimate for waterproofing on all upper front landings in the amount of \$20,587 for E-19. (on Hold)
2. Bertolami Engineering completed inspections of the landings. MOD staff and the Board are scheduled to walk with Gwen on Thursday, July 20, 2017.

Completed:

1. 3340 PT 3A – Metal door and frame (completed).

Alterations Committee

No report was presented.

Solar Committee

Displeasure about the grid not being on has been expressed through letters. The City of Walnut creek is to do the final inspection today 7/19/17, and a supplemental grounding rod is to be installed. The next step is the installation of the provision meters.

Hospitality Committee

54 residents have signed up for the Summer Picnic in the Dollar Clubhouse that will take place on Saturday July 22, 2017 at 5PM.

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Vehicle Charging Station Committee

No report was presented.

Emergency Preparedness Committee

No report was presented.

Policy 28: Fee Scheduled Policy for Violation of Governing Documents

The Board reviewed and discussed a draft policy of a penalty schedule for violations of the governing documents.

A motion was made to accept the Policy 28 Penalty Schedule draft with edits and additions for a 30 day comment period to the membership prior to adoption of the policy. The motion was approved unanimously.

Moved, Seconded, Carried 5-0

Policy 9: Update Landscape Policy Re: Private Gardens

The Board reviewed and discussed a revision to Policy 9 regarding private gardens.

A motion was made to approve the revised draft policy for a 30 day comment period to the membership prior to adoption of the revised policy. The motion was approved unanimously.

Moved, Seconded, Carried 5-0

Study of Trash and Recycle for the Mutual

President Burch presented a cost savings analysis for downsizing of the landfill carts that was provided by the Republic Services Recycling Coordinator Jency James. A motion was made to downsize landfill carts at the following locations:

Ptarmigan Entry 19 – Buildings 3306, 3318, 3324, 3340

Ptarmigan Entry 20 – Buildings 3258, 3282

The motion was approved unanimously.

Moved, Seconded, Carried 5-0

Solar Responsibility Agreement at Resale/Turnover

No discussion was had.

Next Board Meeting

The next board meeting will be held on Wednesday, August 16, 2017 at 2:00PM in the MOD Large Conference Room.

Adjournment

President Burch adjourned meeting at 3:11PM.

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.



Assistant Secretary