

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, JULY 20, 2016 AT 2:00 P.M.
MOD CONFERENCE ROOM
800 ROCKVIEW DRIVE, WALNUT CREEK, CA 94595

Call to Order

Vice President Ford called the meeting to order at 2:16 PM.

Roll Call

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

Directors Absent: Robert Burch, President

Committees: Sonya Ford, Landscape

Also Present: Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; and Will Kim & Sharon Fees, Board Services Coordinator.

Members Forum

Vice President Ford welcomed everyone and thanked them for their attendance.

Approval of Meeting Minutes

The Regular Session Minutes of the June 15, 2016 meeting were approved as submitted.

Moved, seconded, carried 4-0

Financial Report

Treasurer Mei presented the Treasurer's report of total assets as of June 30, 2016 with the reserve account at \$480,567.

Paul Donner reported the Mutual is on budget for the current fiscal year and the 25% drought surcharge is no longer in place. The Mutual is paying 18% less than last year, but 14% more than the year before.

Landscape Report

Vice President Ford discussed a crunchy brown lawn area near the hill of 3340 & 3266. Landscape Manager Pollon will have an irrigation technician look into the issue and presented the Landscape Report as follows:

Lawn Maintenance: Turf continues to be mowed weekly and is irrigated every 2-3 days depending on weather requirements.

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

Entry Maintenance: Crews are working on schedule pruning and spot spraying every 4-6 weeks.

Tree Maintenance: Any emergency tree work is performed by Waraner Tree Service.

Landscape Rehab: All rehab work has been completed.

Pest Control: Traps for moles have been placed through the complex and they are not “anti-coagulants” that cause harm to predators that might eat the moles.

Building Maintenance Report

Building Maintenance Manager Rick West presented the Maintenance Report as follows:

Sliding Door Leak (3250 PT 1A): Labor cost will only be billed to the Mutual for slider installed. The sub floor damage to be completed after new slider is installed (completed).

Carport Rain Leak (Across from #3340): Sorenson Roofing estimate for \$1,177, does not include permit (completed).

Concrete Tripping Hazard at Entryways (3318 PT & 3324 PT): Concrete replacement by Five Star Cost for \$2,220 (completed).

Termite Update: Terminix has acquired the assets of Antimite Termite. However, Terminix has been unresponsive to concerns with the contract & warranty still in effect with Antimite Termite.

3340 Roof Warranty (#3340): The 15-year warranty on the roof expired 2-years ago.

Noncompliance Report: A letter will be prepared and submitted with President Burch’s confirmation and approval regarding large piles of cut tree wood left unattended in the common area.

Solar Committee

Secretary King is awaiting specific plans and the Committee is disappointed in the time it is taking. There has been difficulty with PG&E and their willingness to commit to a type of electrical connection the Mutual will have.

Hospitality Committee

Fifty Eight (58) people have signed up to attend the Summer Party being held on Saturday, July 23rd, between 5 p.m. through 9 p.m.

PG&E Easement Update

PG&E is ready to redo the paving per the specifics agreed upon. MOD has provided PG&E with approval to proceed with scheduling and the residents will be notified when a date has been established.

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

Parking Spot Issues

A resident in building 3318 reported an inability to find parking near Entry 20. The parking issue will be monitored by the Board and revisited if necessary.

Next Board Meeting

The next meeting will be held on Wednesday, August 17, 2016 at 2:00 p.m. in the MOD Conference Room.

Adjournment

Vice President Ford adjourned meeting at 2:58 PM.

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.



Secretary