

MINUTES
WALNUT CREEK MUTUAL NO. FIFTY-SIX
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JANUARY 16, 2019 AT 9:30 A.M.
BOARD ROOM – GATEWAY COMPLEX

President Robert Ward convened a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL NO. FIFTY-SIX at 9:30 a.m. on Wednesday, January 16, 2019 in the Board Room of Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL PRESENT: Robert Ward, President
 Bill Eames, Vice President
 Vacant, Secretary/Treasurer

EXCUSED: None

Representing staff were Paul Donner, Director of Mutual Operations; Rick Chakoff, Chief Financial Officer; Rick West, Building Maintenance Manager; and Anne Paone, Administrative Secretary.

Thirteen residents who were present were welcomed to the meeting.

REVIEW OF MINUTES

Mr. Ward asked if there were any corrections or additions to the Executive Session minutes of October 16, 2018; Special Board Meeting on November 27, 2018; Annual Meeting on October 17, 2018 and the Organizational Meeting on October 17, 2018. Hearing none, he declared them approved as written and reviewed.

RESIDENTS' FORUM

A resident wanted the Board to discuss trimming trees. Mr. Ward reported that a contract was signed and half of the work was done last year. The other half should be done this year.

Financial Report:

Mr. Ward reported the balance as of November 30, 2018 in the operating fund is \$47,494. The reserve account balance as of November 30, 2018 is \$245,268. The Mutual is in the best financial shape that it has been in years. Mr. Donner reported that the actual to budget is \$32,000 better than budget. Mr. Chakoff reported that the insurance rates came in substantially higher than anticipated. The broker anticipated a 15% property increase. Some events happened and there was a 55% increase.

Secretary Report:

N.A.

MOD-Building Report

INFORMATION ITEMS: Work Pending, Scheduled, In Progress or Completed

1. 1918 Lakeshire Dr. – Termite damage reconstruction and treatment.
Contractors: Kingsway – exterior repairs \$2,245.00 (Work Completed).
\$1,350 for barrier.
2. 1916 Lakeshire Dr. - AMAC to install vapor barrier – Cost \$1,350.00. (Scheduling).
Plus \$19,000 for AMAC. Total of \$63,460 for 1918 and 1916 Lakeshire.
3. 1900 Lakeshire Dr. – Termite Treatment – Contractor: Kingsway Cost \$1,100.00.
Fan inspection – Contractor: Clean Air - Cost \$70.00 (Work Completed).
4. 1901 Lakeshire Dr. - Termite damage reconstruction and treatment
Contractors: AMAC to install vapor barrier – Cost \$1,350.00.
Kingsway – Treatment Cost \$3,975.00. Waiting for AMAC’s bid for damage repair. (\$3,200)
(Work to be scheduled). Total amount is \$8,525.00.
5. 1912 Lakeshire Dr. – AMAC to install vapor barrier – Cost \$1,350.00. (Scheduling).
6. 1258 Edgewater CT. - Termite damage reconstruction and treatment – Contractor: Kingsway
Cost \$4,750.00. Includes installation vapor barrier. (Work Completed).
7. 1935/1937 Cracked Sewer Line – Contractor: Five Star Plumbing – Emergency repair - Time
and Material Project. – waiting for invoices (Work Completed).
8. November Gutter Cleaning – Contractor: Five Star. (Work Completed).
9. New 10 year smoke detector installation – Contractor: Sang Electric – Cost \$3,725.00
(Work Completed).

Committee Reports:

Building/Maintenance – Rick Webster reported that inspections should be done slowly. Inspect, repair and then move on. Once the Mutual is aware of an issue, they are obligated to address the matter. The committee is looking into solar. It will be low to the ground and shielded by bushes. The cost is about \$110,000 and could be paid back in about 5-6 years. The Mutual can finance through the solar company. The solar would be for the common areas only and the ponds. If the Mutual finances it, the company will own the equipment, not the Mutual.

There are still 2 or 3 mailboxes that need to be done.

Finance – No report.

Treasurer – No separate report-report given under Financial.

Emergency Preparedness – No report.

Ponds – No report.

Social – Nancy Ward reported there will be a social held on May 7th at a home to be

selected. With that, Bill Eames volunteered his home. There will be a BBQ at Stanley Dollar Clubhouse on September 10 and the Holiday party will be on

December 2nd. Ms. Ward mentioned the Mutual needs more Christmas lights. The others are gone.

Landscape – Mr. Crist reported that re-sodding and tree removal was done. The plan is to do more re-sodding this year. If you see a dead plant, water leaks, over spraying or muddy areas, you should email Bob Crist. There may be more money in the 2019 budget for more landscape rehab, including re-sodding.

Mr. Ward would like to see someone do a walk-through to check irrigation before the warm weather comes. Mr. Eames will walk with Mr. Crist.

OLD BUSINESS

None

NEW BUSINESS

Motion to open Account with Mechanics Bank

Mr. Ward reported that the Mutual is changing from Banco Popular to Mechanics Bank.

Mr. Eames moved to adopt the bank resolution from Mechanics Bank authorizing the officers of the Mutual 56 Board to establish bank accounts. Mr. Ward seconded and the motion carried without dissent.

Mr. Donner reported that MOD is looking for a vendor to handle recycling for electronics. For now, it must go to Martinez.

ANNOUNCEMENT

Mr. Ward announced the next meeting will be the regular Board Meeting held on April 17, 2019 in the Board Room at Gateway.

ADJOURNMENT

Having no further business, the meeting was adjourned at 10:11 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Fifty-Six