

MINUTES
WALNUT CREEK MUTUAL NO. FIFTY-SIX
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, APRIL 17, 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, April 17, 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; Rebecca Pollon, Landscape Manager; and Anne Paone, Administrative Secretary.

Sixteen residents who were present were welcomed to the meeting.

REVIEW OF MINUTES

Mr. Ward asked if there were any corrections or additions to the Regular Session minutes of January 16, 2019. Hearing none, he declared them approved as written and reviewed.

RESIDENTS' FORUM

A resident wanted the Board to discuss trimming trees. Mr. Crist will speak to him.

Financial Report:

Bob Ward gave a brief update on the current (as of the end of February) Operating and Reserve fund balances. Both funds are in excellent condition and no significant changes are expected in the March financials. The operating fund has a balance of \$52,900 and the reserve fund balance is \$226,486. The Mutual is in good financial shape.

Rick Chakoff informed everyone that the accounts with Mechanics Bank (opened to facilitate the Special Assessment term loans desired by three residents) have been opened/funded and all that remains is to close out the accounts with Banco Popular and City National Bank; activities he expects to complete over the next month.

MOD-Building Report

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

1. 1916 Lakeshire Dr. - AMAC installed vapor barrier – Cost \$1,350.00. (Work Completed).

2. 1911 Lakeshire Dr. –Contractors: AMAC installed vapor barrier – Cost \$1,350.00. (Work Completed).

Termite treatment – Kingsway Cost \$1,840.00 - scheduled for 4/18/19.

3. 1901 Lakeshire Dr. - Termite damage reconstruction and treatment
Contractors: AMAC installed vapor barrier – Cost \$1,350.00. Reconstruction cost AMAC \$3,200.00.
Kingsway – Treatment Cost \$3,975.00.
(Work Completed).
4. 1912 Lakeshire Dr. – AMAC to install vapor barrier – Cost \$1,350.00. (Work Completed).

Committee Reports:

Building/Maintenance – Mr. Webster reported the underside of every unit will be inspected. If there is a problem, it will be corrected, then they will continue on with the inspections. The solar array power for the street lighting and pond is awaiting identification of the specific power meter a new solar system would connect to. Status of the replacement of fire extinguisher enclosures was deferred to his co-chair who was not able to attend the board meeting. If you need a mailbox replaced, contact Mr. Webster.

Landscape – Mr. Crist thanked Ms. Pollon for the work being done along Tice Creek using MOD work days for labor and small sums of budgeted landscape funds for materials. A large pine tree was removed because a branch broke off and the tree was top-heavy. Plants and hedges are being replaced throughout. Azaleas are being planted in the area where the tree was removed last year on Lakeshire. The lawn area is being replaced outside the entrance near 1254 Edgewater and we are adding a tree behind the rear fence. We will continue doing small maintenance jobs this coming quarter. The major limb/tree removal project was recently completed in the berm area. Ms. Pollon reported that some plants will be installed above the walkway along Tice Creek. There is a new Iris garden near the Berm park. The second half of the tree trimming is being done.

Finance – No report.

Emergency Preparedness – Mr. Samuels reminded people to provide their emergency contact information to him to ensure we can respond in an emergency.

Ponds – Harvey Samuels reported the ponds are in good shape. A constant cleaning process is necessary to remove leaf and debris. Mr. Donner reported that the bills for the ponds were not being paid. They were being sent to Ms. Christopher instead of the accounting department. This has now been corrected.

Social – Nancy Ward reminded everyone the Spring Fling is scheduled for May 7 at Bill Eames' house. Payments should be provided to Mitzi Bray.

OLD BUSINESS

Mr. Ward reported that the Mutual is updating the governing documents. A retainer has been given to Melissa Ward. This is being done because there have been a lot of changes by Davis-Stirling. The docs need to be modernized, too. The attorney will do a first draft of the CC&Rs and Bylaws. The Board will then review them and a second draft will be done. There will be a Town Hall meeting to explain everything and the membership may ask questions. The CC&Rs and Bylaws are voted on by the membership. Later, the policies will be reviewed and updated. If anyone is interested in volunteering, please contact Bob Ward.

NEW BUSINESS

Mr. Eames asked about funds. Mr. Chakoff reported that the loan has been paid for Popular Bank. Any other funds will go to City National and then to Mechanics Bank.

ANNOUNCEMENT

Mr. Ward explained that recycling compostable items does not apply to Mutual 56. He asked that residents do not accept green pails. There is no place to put them. There is a new service for recycling e-waste. Rapid Recycle will pick up electrical items, but residents must call them. They do not accept batteries. Larger items can be picked up, but there will be a charge.

Mr. Ward announced the next meeting will be the regular Board Meeting held on July 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