

MINUTES  
WALNUT CREEK MUTUAL FIFTY-NINE  
REGULAR MEETING OF THE BOARD  
TUESDAY, JANUARY 13, 2015, 1:30 P.M.  
BOARD ROOM, GATEWAY COMPLEX  
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

ROLL CALL

PRESENT:	Dave Peters	President
	George Burnett	Vice President
	Vic Vigil	Secretary
EXCUSED:	Chuck Walls	Treasurer
	Linda Fletcher	Director

Staff represented were Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; and Rich Perona, Landscape Manager and Sharon Fees, Administrative Secretary.

Four additional Mutual members were present.

APPROVAL OF MINUTES

George Burnett moved and Vic Vigil seconded to approve the minutes to the regular meeting of the November 3, 2014 as presented. The motion passed unanimously.

RESIDENTS' FORUM

Jane Durie, 5951 AW #3C: Ms. Durie had complaints about:

- Dirty trash room
- Stained stairwell
- Residents and Residents' Guests/Employees not disposing of garbage and recycling properly
- Garage roof leaking on her car

Rick West will look into the matter of the trash room, stairwell, and leaking garage roof.

Pat Rubenstein, 5951 AW #1B: Ms. Rubenstein opined that the numbers on the parking garage floor are faded and should be re-painted.

Lois Ballock, 5920 HC #4B: Ms. Ballock commented that the Japanese maples located at her address are in need of considerable pruning. Ms. Ballock also commented on several building issues. There is a leaking crack in the floor of the hallway on the second floor in fro of #4B and #3B. On the third floor there is a light fixture that is missing a light cover and it is leaking water. She finds that the garage is too dimly lit. She suggests that some more lights be turned on at certain times of day. One of the lights is flickering in the golf cart room of the garage. Ballock concluded that there is some junk being stored in the garage and that items need to be removed.

### PRESIDENT'S REPORT

President Dave Peters reported on the following:

Dave Peters made the Committee Chair Appointments:

Emergency Preparedness: vacant  
Finance: Dave Peters  
Pool: Dave Peters  
Landscape: Linda Fletcher  
Alterations: Vic Vigil

### REPORT OF COMMITTEES

Alterations: One alteration is scheduled to be reviewed and approved.

Emergency Preparedness: No report was given.

### FINANCIAL REPORT

Helsing Report: Dave Peters had a productive meeting with Paul Donner and his staff in order to prepare the Reserve Study for next year.

Fund Balances: Paul Donner reported that as of November 30 the Operating Fund has \$34,353 and the Reserve Fund has \$278,344. The Mutual was \$13,000 over budget at the end of November, but a leveling out should be reflected in the year-end financials.

### LANDSCAPE REPORT

Rich Perona reported on the following:

Lawn Maintenance: Irrigation systems are off. Annual color beds and raised planters in courtyards are watered manually as necessary.

Entry Maintenance: Entry maintenance crews are working on pruning shrubs, weed control, and leaf clean up.

Tree Maintenance: A walk is scheduled for January 29 with Linda Fletcher and Dave Peters to plan out tree pruning.

Dave Peters asked Rich Perona to look into the water leaking into the garage. Peters is wondering if it is a result of the trees in the breezeway planters getting too large and their roots causing cracks resulting in leaks. George Burnett commented that there may be other sources of the leaking water, too, like the condensation from hvac systems.

### BUILDING MAINTENANCE

Rick West reported on the following:

Breezeway Coating Proposals: Applied Waterproofing supplied a bid for #5910 HC, #5920 HC, and #5954 HC for \$11,200 per building and will not offer the same price for all six buildings.

West will continue to attempt to negotiate this project. West will approach other companies for bids, too.

Emergency Lights: Sang electric estimated a completion date of January 13, 2015, to replace the emergency lighting that needed to be upgraded. Sang will send a signed letter of compliance to the Fire Marshall as required.

ADA ramp proposal for upper parking lot at #5961 HC: The estimated cost for this is \$2,000. The total concrete budget for concrete in 2015 is \$1,000. No decisions on this issue were made.

5954 AW Tankless water heater: Water was dripping into the electronics of the heater. An emergency authorization was signed by President Dave Peters for its replacement. The replacement cost is \$4,600.

At 5913 AW several complaints were received that water is not getting hot enough. Davis Plumbing was hired to look into the matter and it was discovered that the tankless system was not installed properly when it was put in place seven years ago. Davis submitted an estimate of \$4,099 to correct the mistakes. The tank has never really functioned properly since the original installation.

George Burnett moved and Vic Vigil seconded to accept the estimate of \$4099.25 for Davis Plumbing to make the needed corrections to the tankless water heating system at 5913 AW. The motion passed unanimously.

Proposed 2015 Projects:

#5913 HC: Paint and EIFS removal. The estimated cost is \$140,000.

#5913 HC: Carpentry Rehab. The estimated cost is \$11,000.

#5910 HC, #5920 HC, #5954 HC: Breezeway Deck Coating. The estimated cost is \$33,600.

#5910 HC and #5920 HC: Roof Build-ups. The estimated cost is \$52,000.

Pool Mechanics Replacements: \$6,390.

Elevator Contract: The new vendor for elevator maintenance has been hired to maintain the elevator at 5961 AW.

West responded to Board questions and requests.

### OLD BUSINESS

Power Sources for Electrical Vehicles Draft Policy: Vic Vigil moved to accept the draft policy to be sent to the membership for comment before final adoption. George Burnett seconded the motion and it passed unanimously.

Solar Committee Update: Dave Peters is continuing to work on this project.

### NEW BUSINESS

There was no new business to discuss.

ITEMS FOR NEXT AGENDA

- 1) Audit Results

ANNOUNCEMENTS

The next meeting will be Tuesday, March 10, 2015, at 1:30 p.m. in the Gateway Board Room.

ADJOURNMENT

With no further business to discuss, the regular meeting of the board of January 13, 2015 was adjourned at 2:47 p.m.



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Sharon Fees, Assistant Secretary  
Mutual Fifty-Nine