

M I N U T E S  
WALNUT CREEK MUTUAL FIFTY-NINE  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, JANUARY 14, 2014, 1:30 P.M.  
BOARD ROOM, GATEWAY COMPLEX

The Regular Meeting of the Board was convened by President Dave Peters on Tuesday, January 14, 2014 at 1:30 p.m. in the Board Room of the Gateway Complex.

ROLL CALL

Attendance

Present: George Burnett  
Linda Fletcher  
Dave Peters  
Victor Vigil  
Chuck Walls

Staff:	Paul Donner	Director of Mutual Operations
	Rick West	Building Maintenance Manager
	Sharon Fees	Administrative Secretary

Five additional Mutual members were present.

APPROVAL OF MINUTES

Approval of  
Minutes

George Burnett moved and Linda Fletcher seconded to approve the Minutes as presented of the November 4, 2013 regular meeting of the board. The motion passed unanimously.

CHANGE OF BOARD OFFICERS

Change of  
Board Officers

The Board of Directors formally accepted the resignation of George Burnett as President of the Board. Burnett shall remain on the Board.

Because of this resignation, the Board of Directors decided to re-elect board officer for 2014.

Motions were made, seconded, and unanimously approved to establish the board of directors in the following roles:

Dave Peters	President
George Burnett	Vice President
Vic Vigil	Secretary
Chuck Walls	Treasurer
Linda Fletcher	Director at Large

RESIDENTS' FORUM

Residents'  
Forum

Jeannie Wilcox, 5913 HC #5B: Ms. Wilcox is interested in exploring the opportunity to have the CC&Rs amended to allow hard-surfaced flooring in above ground-level units. She also expressed concerns about emergency preparedness in the Mutual. Finally, she expressed concerns about the consistent cleanliness of the building breezeways and lobbies.

PRESIDENT'S REMARKS

President's  
Remarks

Dave Peters highlighted the following items:

On behalf of the Mutual Peters will sign contracts for custodial services and landscaping, which were previously approved.

A fire occurred in Third Walnut Creek Mutual. The Deductible Sharing Agreement (DSA) will go into effect.

Rosalie O'Neill of Member Services will now be the Mutual's representative in that department.

REPORT OF THE COMMITTEES

Report of  
the Committees

Emergency Preparedness — Lynne Crowell

Emergency  
Preparedness

No report was given as Ms. Crowell was absent from the meeting.

Swimming Pool – Dave Peters

Swimming Pool

Peters reported that he met with Securitas personnel and that they are willing to approach individuals who do not belong in the pool area and request that these individuals relinquish the pool key in their possession. However, the pool rules have to be modified to state that Mutual authorizes Securitas to retain keys from people who are not supposed to be using the pool, and report all incidents to the mutual.

Alterations – Vic Vigil

Alterations

Vic Vigil expressed concern that he has not been in receipt of any alteration applications, but it does seem that some units are having remodeling take place. Paul Donner agreed to look into this matter.

Finance – Mary Jane Hargrove

Finance

Mary Jane Hargrove will remain the Chairperson of this committee and Chuck Walls, the current Treasurer of the Board, will also be a member of this committee.

Landscape - Linda Fletcher

Landscape

Linda Fletcher reported that a new Landscape Committee was formed at the request of the Board of Directors.

Each building now has a representative.

They will meet semi-regularly.

FINANCIAL REPORT – Paul Donner

Financial  
Report

As of the end of November fund balances are as follows:

Operating \$ 63,046  
Reserves \$475,967

The Mutual was \$2,471 over budget as of November 30; mainly because of water.

LANDSCAPE REPORT – Linda Fletcher

Landscape  
Report

Linda Fletcher reported that it is the consensus of the Landscape Committee that the members wish to maintain and upgrade the appearance of the Mutual's landscaped areas and do it in a uniform way so that each building gets to enjoy some upgrading.

Currently, the Committee is focusing on the landscaped areas along the street and in-between the buildings.

Dave Peters reported that Rich Perona is being attentive to the watering of the landscaped areas in Mutual 59 and that he will investigate the possible installation of alternative groundcovers that use less water.

BUILDING MAINTENANCE - Rick West

Building  
Maintenance  
Report

Works in Progress:

New spa tile and Gunitite: Rick West recommended to the board that Gunitite be used to repair the spa and reserve tile use for only the coping. West was asked to get photos of similar work that has already been done and three bids.

Dryer Vent Cleaning: Rick West will send a work order for authorization.

Smoke Detector Preventive Maintenance: West will send a work order for authorization.

Fire System Inspection: The inspection will take place in February.

5910 HC: The noisy garage exhaust fan was repaired in early January.

Other Items:

2014 Painting: Mirt Painting gave a preliminary evaluation of this project. The pricing will be the same for labor; with possible increases for scaffolding and materials. Buildings to be painted are 5954 AW and 5961 AW. The budget for 2014 is \$260,000. It is expected that Mirt's estimate will be for \$257,000. This bid will be presented at the March board meeting.

Garage Vent Cleaning: The last time this cleaning was performed was in March 2013 by All Clear at a cost of \$1,000. It was recommended by the board to West that netting or window screen be placed over the pits to help prevent mosquito infestations. Additionally, the board requested that West check the drainage system and report back if cleaning them out would help with the solution. West was asked to make a presentation at the March meeting about the cost and feasibility of installing netting.

Breezeway Power-washing: The last time this work was done was March 2011. The estimate for 2014 is \$5,700 for all six buildings by All Clear. However, decks may need repainting at this time. West will provide a report at the March board meeting stating which decks need repainting and what the cost is for this work to be done.

Placement of No-Smoking Signs: Several signs will be placed appropriately throughout the Mutual.

West answered Board Director questions.

Old Business

OLD BUSINESS

Pool Security: This item was discussed under the Pool Committee report.

Update on TARRC: Mary Jane Hargrove reported that TARRC sent out the restated Trust Agreement to the Mutuels in March. TARRC took a hiatus on meeting until October. The Mutuels hired an outside attorney to review the restatement. They have since provided their report to the Mutuels and now the Mutuels are reviewing these findings. Some Mutuels have formed their own Ad Hoc Trust Agreement Committees to review the restatement.

New Business

NEW BUSINESS

USPS CBUs (Mailboxes) – Dave Peters reported that the USPS has rescinded its offer to have CBUs installed in the Rossmoor Mutuels. As it is, Mutual 59 already has CBUs.

ITEMS FOR THE NEXT AGENDA

Items for  
Agenda

- 1) Painting Contracts
- 2) Pool Committee recommendations; re: Re-keying and Pool Rules Amendment
- 3) Mosquito abatement; re: netting and drainage

ANNOUNCEMENTS

Announcements

- 1) The Legal Seminar for Board Directors is Wednesday, February 5, 2014, in the Fireside Room.
- 2) The next meeting will be Tuesday, March 11, 2014 at 1:30 p.m. in the Board Room at Gateway.

ADJOURNMENT

Adjournment

The meeting adjourned at 2:50 p.m.



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Sharon Fees, Assistant Secretary  
Walnut Creek Mutual Fifty-Nine