

MINUTES  
WALNUT CREEK MUTUAL FIFTY-NINE  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, NOVEMBER 3, 2014  
VISTA ROOM, HILLSIDE CLUBHOUSE  
3400 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

ROLL CALL

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

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

There were twenty additional Mutual members present.

APPROVAL OF MINUTES

Vic Vigil moved and George Burnett seconded to approve the minutes to the Regular Meeting of the Board of September 9, 2014. The motion passed unanimously.

RESIDENTS' FORUM

No presentations were made.

PRESIDENT'S REPORT

President Dave Peters reported on the following:

Helsing Report: This is still a work in progress.

Mutual Telephone Bill: The bill for these thirteen phones is very high. The Mutual is looking at the contract that they currently have for the phones in order to get the bill lower.

Breezeways: The Board hopes to get the breezeways effectively serviced in 2015.

REPORT OF COMMITTEES

Alterations: Vic Vigil reported that there are currently no alterations in progress that needed further Board approval.

Emergency Preparedness: No report was given.

Finance Committee: Mary Jane Hargrove reported that the 2015 budget was prepared by the Committee and MOD and presented to the Board for approval. The new coupon amount will be \$765 for 2015. Hargrove said that it is likely that the Mutual will end 2014 close to \$20,000 over budget, which will result in low working capital. She thanked the Committee, Dave Peters, and the entire Board for their work on this effort, especially with the Helsing Report.

Landscape and Landscape Water Usage: Linda Fletcher gave a summary of the landscape projects that have taken place over the past year. Irrigation has been reduced, two lawns were removed in the effort to conserve water, and one of the hillside's landscaping was remedied to alleviate dirt erosion. Fletcher is of the opinion that the Mutual could cut back on the budgeted amount for tree maintenance.

Pool: Dave Peters reported that residents, who still need a new pool key, should contact him.

Building Water Usage: Vic Vigil reported that over the last two years the buildings have used approximately thirty-five percent less water. Sewage stoppages are mostly a result of improper use of garbage disposals.

#### FINANCIAL REPORT

Helsing Report: Discussion took place concerning the Mutual's lack of confidence in The Helsing Group. Staff believes that Helsing is now doing better with preparing the Mutual's Reserve Study.

#### LANDSCAPE REPORT

No further report was made.

#### BUILDING MAINTENANCE

Rick West reported on the following:

2014 Painting for buildings 5954 AW and 5961 AW: The work has been completed. The estimate for semi-gloss doors is \$1,085 for 5954 AW and \$1,300 for 5961 AW. No motion was made to spend the necessary funds to change the type of paint on the doors in these two buildings.

Chuck Walls contended that the wrong type of paint was used on the exterior fire doors in these two buildings. Rick West will ensure that the correct type of paint is in the scope of work for the next buildings that will be painted next year.

Power washing building breezeways: All Clear is currently completing 5961 AW and 5954 AW.

2015 Helsing Study: Revisions will be sent to the Board for review before submitting to Helsing.

Pool and Spa: The Pool and Spa officially closed for the season on October 31. Estimates from Eagle Iron for pool gate security are as follows: \$540 for lockbox extensions and \$1,060 to add extensions to the top of the gates and add plates on the gates. This matter will be tabled until 2015.

George Burnett moved and Vic Vigil seconded to install a metal lock and chain on the pool gates for added security during the off-season. The motion passed unanimously.

Breezeway Coating Proposals: Rick West is still working on the contract with Applied Waterproofing to service the building breezeways for the amount of \$11,200 per building.

ADA ramp proposal for the upper parking lot at 5961 AW: This estimate will be presented to the Board in January.

Emergency Light replacement: The combined bid to do this necessary work is \$22,120.52.

West responded to Board questions and requests.

#### OLD BUSINESS

COMCAST proposal: This item is canceled.

Power Sources for Electrical Automobiles Draft Policy: It was agreed by the Board to table the matter until the next meeting.

#### NEW BUSINESS

Approval of James Ernst Account to perform 2014 Financial Audit: George Burnett moved and Vic Vigil seconded to hire James Ernst Accounting to perform the 2014 Financial Audit. The motion passed unanimously.

#### ITEMS FOR NEXT AGENDA

- 1) Power Sources for Electrical Vehicles
- 2) Painting/EIFS Removal Contract
- 3) ADA Ramp Proposal for the Upper Parking Lot at 5961 AW.
- 4) Helsing Report Update

#### ANNOUNCEMENTS

Linda Fletcher thanked Rick West for his clear and very detailed reports.  
The next meeting will be Tuesday, January 13, 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 November 3, 2014 was adjourned at 11:02 a.m.



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Sharon Fees, Assistant Secretary  
Mutual Fifty-Nine

