

MINUTES
WALNUT CREEK MUTUAL FIFTY-NINE
REGULAR MEETING OF THE BOARD
TUESDAY, MAY 12, 2015, 1:30 P.M.
BOARD ROOM, GATEWAY COMPLEX
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

ROLL CALL

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

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

Director George Burnett submitted his resignation from the Board on March 10. His resignation was accepted by the Board.

Five additional Mutual members were present.

APPROVAL OF MINUTES

Linda Fletcher requested that the minutes to the March 10, 2015 be modified to accurately reflect what she had communicated regarding water leaks into the garage.

Regarding water leaking into the garage, Dave Peters asked Rick West and Rich Perona to investigate a fix for this problem. The problem seems to be that water is leaking through cracks in the foundation walls of the courtyard and is then passing through cracks in the garage ceiling, ultimately dripping on cars. Peters informed staff that this problem is occurring in five of the Mutual's six buildings.

Vic Vigil moved and Linda Fletcher seconded to approve the minutes, as corrected, to the regular meeting of the March 10, 2015. The motion passed unanimously.

RESIDENTS' FORUM

Pat Rubenstein, 5951 AW #1B: Ms. Rubenstein asked that the Mutual check the water temperature setting on 5951 AW's hot water heater. She stated that currently the water comes

out too hot. Rick West said that he adjusted the temperature that morning. Rubenstein said that she will let West know how the water temperature is later in the day.

Barbara Britt, 5961 AW #4C: Ms. Britt inquired about the following issues:

- 1) The driveway ramp requested for 5961 AW: Dave Peters informed Ms. Britt that the Board denied the request. Britt asked, again, for this ramp. Without it, individuals who cannot navigate the step up must then enter the walkway where the one ramp does exist, which is several yards away. This subsequently adds many more steps for these persons to have to walk.
- 2) Elevator: Britt inquired if all of the inspections are complete and when the permit will be posted. This matter was addressed later in the meeting.
- 3) Cleaning Contract: Britt asked that residents be made aware of the parameters of the cleaning contract. If there are items that are not in the contract, and yet need attention, then the residents in her area will consider addressing them.
- 4) Open Items from exterior painting done in 2014: Britt informed the Board that there are still some punch list items that have not been addressed after the last painting was completed last year. Britt was asked to contact Rick West directly about these concerns.

Marge Sicotte, 5920 HC #5C: There is one dead branch stuck in a redwood tree outside of her unit and she asked that someone from landscaping knock it out of the tree.

Bunk Sicotte, 5920 HC #5C: Sicotte thanked the Staff and Board for having had the third-floor light fixture repaired. He made the Board aware of several light outages, which Rick West was aware of due to leaks through the lights. The leaking issue will be resolved this summer when the roof build-up project is completed. Sicotte opined that the Mutualls should follow Mr. John Nutley's advice and pass amendments to the Trust Agreement. Sicotte closed his remarks asking that the elevators more accurately reflect the floors in the building by listing them as addresses are listed, utilizing A, B, and C. The elevator buttons currently read 1, 2, and 3. He pointed out that this would not only be clearer for visitors, but also for emergency personnel.

PRESIDENT'S REPORT

President Dave Peters reported on the following:

Dave Peters is looking for Committee Chair people to run the Finance and Pool Committees.

The pool water leak has been fixed. Peters thanked Vic Vigil for having caught this leak.

REPORT OF COMMITTEES

Alterations: Vic Vigil reported that since the last meeting, there have been four approved alterations.

Pool: Dave Peters asked for volunteers to join the Pool Committee. The pool will open Memorial Day weekend. Peters will distribute the last of the new pool keys. Pool Rules will be distributed to everyone in the Mutual, including information for the water exercise classes.

Finance: Dave Peters asked for volunteers to join the Finance Committee. He reported that the Mutual 59 Reserve Fund is a little low. This was partially addressed in this year's budget with the coupon increase.

Landscape: Linda Fletcher reported that the breezeway maypoles were pruned back drastically. The poplar trees on the west side were recently trimmed, too.

Water: Vic Vigil reported that building water usage was down by seven percent in February compared to 2013 and that water usage was even more conservative in April with a 27 percent reduction in use over 2013.

Currently, the Mutual has reduced its water usage by 41 percent as compared to 2013. This includes building and irrigation use.

FINANCIAL REPORT

Fund Balances: Paul Donner reported that as of April 30 the Operating Fund had \$37,751 and the Reserve Fund had \$318,056. The Mutual was \$3,739 over budget for April; this was all due to plumbing issues. Year to date the Mutual is under budget by about \$10,000.

EBMUD has mandated a 20 percent reduction in water usage from 2013. A nine percent rate increase will take place in July and a temporary 25 percent surcharge will be charged when EBMUD has to pump water from its reserves.

LANDSCAPE REPORT

Rich Perona reported on the following:

Lawn Maintenance: Irrigation systems are on only twice a week as per State mandate.

Four-corner flowerbeds: Tree Sculpture performed that irrigation work at these flowerbeds.

Lawn removal: Linda Fletcher moved and Vic Vigil seconded to approve the removal of lawn at 5920 HC and to install moss rocks, cobble, and shredded bark at a cost of \$680. The motion passed unanimously.

Sprinklers: The Mutual will replace the existing rotor sprinkler heads with mp rotators which will save significantly in water usage.

BUILDING MAINTENANCE

Rick West reported on the following:

2015 Mirt Painting contract: Scaffolding was erected on May 1 and the EIFS removal is currently underway.

2015 Carpentry Rehabilitation at 5913 HC: MOD is scheduled to begin the dry rot replacement.

Garage Painting in 5951 AW: Five Star completed the painting of the numbers in the garage at 5951 AW.

5910 HC #5B: AMAC completed the common area rebuild that was caused by a leak that eventually resulted in mold. Vic Vigil moved and Linda Fletcher seconded to accept the bid from contractor Chris Jackowski for the amount of \$29,081 to complete the kitchen. This includes cabinets, countertop, sink, and installation and will be completed in 30 days. The motion passed unanimously.

5951 HC #4A: Service Master is progressing with the mold remediation and replacement of the kitchen drywall. An irrigation sprinkler caused the moisture. Dave Peters asked Rich Perona to investigate how this misdirected sprinkler got unnoticed.

5913 HC #5B: The shower drain line leak repair has been completed and billed to the homeowner's insurance.

5910 HC and 5920 HC: Vic Vigil moved and Linda Fletcher seconded to accept Frank Fiala Roofing's bid of \$47,580 to perform the 2015 Dura Last build-up on the roofs. The motion passed unanimously. This work will take approximately two – three weeks, per roof, and will take place in June and July.

New Otis Elevator Contract: The contract has been signed. The load test is complete at 5961 AW; however, an updated certificate demonstrating that the elevator passed the test has yet to be displayed. The State of California is about six – seven months behind in getting these certificates issued.

Breezeways: The contractor came in higher than predicted to coat the breezeways. Couple that with unexpected costs associated with several repairs, the Board decided to postpone getting the breezeway coating done this year.

West responded to Board questions and requests.

OLD BUSINESS

Power Sources for Electrical Vehicles Draft Policy: Vic Vigil moved and Linda Fletcher seconded to adopt Power Sources for Electrical Vehicles Rule as presented to the Mutual membership. The motion passed unanimously and will be distributed to the membership as soon as possible.

Trust Agreement: Vic Vigil moved and Linda Fletcher seconded to accept the Restated Trust Agreement, as presented to the Mutuals, dated December 15, 2014. The motion passed unanimously.

Request to purchase binders for emergency preparedness information for residents of 5951
AW: The Board approved this expenditure not to exceed \$100.

Sale of Mutual 59-owned Golf Cart Space: Vic Vigil moved and Dave Peters seconded to sell
Golf-cart space C-12 to Jim Fletcher for the amount of \$3,100. Linda Fletcher recused herself
from voting. The motion passed by majority vote with an abstention submitted by Fletcher.

ITEMS FOR NEXT AGENDA

At this time, there were no items discussed to be placed on the next agenda.

ANNOUNCEMENTS

The next meeting will be Tuesday, July 14, 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 March 10, 2015 was
adjourned at 2:55 p.m.



Sharon Fees, Assistant Secretary
Mutual Fifty-Nine