

MINUTES
WALNUT CREEK MUTUAL FIFTY-NINE
REGULAR MEETING OF THE BOARD
TUESDAY, MAY 13, 2014, 1:30 P.M.
BOARD ROOM, GATEWAY COMPLEX
1001 GOLDEN RAIN RD., WALNUT CREEK, CA 94595

ROLL CALL

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

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

There were eight additional Mutual members present.

APPROVAL OF MINUTES

Linda Fletcher moved and Chuck Walls seconded to approve the minutes to the regular meeting of the March 11, 2014 as presented. The motion passed unanimously. Linda Fletcher moved and Chuck Walls seconded to approve the minutes of the Special Meeting of April 14, 2014. The motion passed unanimously.

RESIDENTS' FORUM

Bunk Sicotte, 5920 HC #5C: Mr. Sicotte reported that he and his wife have to run the hot water spigot for over a minute and a half in order for hot water to start being produced. Sicotte was informed that Rick West and his crew discovered that the recirculating system had not been set up properly and therefore was not functioning properly. This problem is currently being remedied.

Marge Sicotte, 5920 HC #5C: Mrs. Sicotte noted that the vendor that performs the garage, lobby, and stairwell cleaning is not thoroughly cleaning the cobwebs out of the garage. President Dave Peters promised to speak to the vendor about this matter. Rich Perona commented that he could have the area sprayed for spiders to help keep the spider activity in check, also. Sicotte concluded that while the light was repaired in the third floor lobby by the elevator, the light cover had never been replaced.

Barbara Britt, 5961 AW #4C: Ms. Britt expressed concern that the elevators had not had a state inspection in two years and are in jeopardy of being shut down. She asked that the elevator vendor perform more regular maintenance on the elevators. Rick West reported that the current vendor, Kone, has historically not been very responsive and the Mutual will be changing to Ottis Elevator Service when the current contract with Kone expires in December of this year.

Jo Fasciona, 5961 AW #5B: Ms. Fasciona commented that the current paint color of the breezeway in her building will clash with the new paint color that is being painted on the outside of the building. She requested that the Board of Directors reconsider the scheduled date that has been established to paint the breezeway because of the perceived color coordination problem. Dave Peters said that this matter will be reviewed and considered by the Board.

Shirley Fuerst, 5913 HC #4C: Ms. Fuerst asked that the Board consider placing large foot mats in front of each of the elevator doors in the buildings. Fuerst also requested that when power washing is scheduled, it also include the stairwells.

Jane Drurie, 5951 SW #3C: Ms. Drurie commented that the A/C repairman left the roof hatch open and this has resulted in debris and bird dropping in the lobby in front of the elevator. Drurie also asked if it is permitted for residents to install a retractable awning on their decks. Drurie was informed that a policy exists regarding awnings; however, the policy needs review by the Board because currently the only approved color does not coordinate with the new paint colors going on the buildings.

PRESIDENT'S REPORT

President Dave Peters reported on the following:

Tankless Hot Water Heater: One of the tankless hot water heaters failed and needs to be replaced.

COMCAST: COMCAST has, again, offered Mutuals the bulk option for services. A meeting explaining this to Mutual Board Directors is set for the near future.

Landscaping: The Mutual has asked that the landscapers refrain from using the blowers until later in the morning.

REPORT OF COMMITTEES

Alterations: Dave Peters reported that recently one alteration application was denied. The consideration and denial took place at a special meeting held by the Board.

Emergency Preparedness: No report was given.

Finance: Mary Jane Hargrove reported that the Committee will hold a budget-planning meeting in July.

Landscape and Landscape Water Usage: Linda Fletcher reported that several walk-throughs took place with Rich Perona and the irrigation technician. Irrigation problems were identified and resolved.

Rich Perona will review some soil erosion problems caused by blocked drains.

Fire abatement measures will take place later in the summer.

Areas for rehabilitation were identified. The work will take place this year.

Pool: Dave Peters

POOL RULES AMENDMENTS

Linda Fletcher moved and Chuck Walls seconded to approve the amended pool rules to be sent to the Mutual 59 membership, with additional modifications made by the board, for the 30-day comment period before final adoption by the Board of Directors. The motion passed unanimously.

Building Water Usage: From the last report to the current report, the Mutual is using two gallons less per household, per day.

FINANCIAL REPORT

Dave Peters reported that amounts greater than \$250,000 in any one federally-insured banking institutions are not insured by the FDIC. Mutual 59 currently has more than \$250,000 with Mechanic's Bank. GRF CFO Rick Chakoff recommends that excess funds over \$250,000 be moved to City National Bank into what is known as a CDARS, Certificate of Deposit Accounts Registry Service. These CD's will then have the full faith and backing of the federal government and they can be purchased with a maturity time frame as little as four weeks. Chakoff will present this option further at the next Board meeting.

LANDSCAPE REPORT

Rich Perona reported on the following:

Lawns will be fertilized in June. The irrigation controllers have been turned on. An evaluation of all heads have been made and many that were not needed were capped. The irrigation to the Oak trees on Terra Granada has been turned off. The ground cover will eventually die and then wood chips will be installed in the area.

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

Annual color beds were replanted with summer annuals.

Tree pruning is scheduled for the week of May 19. Japanese Maples will be trimmed in mid-June.

Rehabilitation work is scheduled for mid-July. The Landscape Committee and Rich Perona will perform a walk-through of the Mutual in order to plan out projects.

BUILDING MAINTENANCE

Rick West reported on the following:

EBMUD: EBMUD has a water conservation kit that is available via their website.

New Spa Replacement Tile:

Linda Fletcher moved and Chuck Walls seconded to authorize AMAC to perform the spa tile replacement at the estimated cost of \$1,800. The motion passed unanimously.

Pool Signage: Signage required by the health department will be installed in the next few days.

2014 Painting for buildings 5954 AW and 5961 AW: The project began on April 28 with the installation of scaffolding and rehabilitation.

One resident commented that one of the new building's colors seems to be incorrect per the specifications put forth to the painting contractor. Rick West committed to look into the matter.

Garage Air Pits: All Clear completed the cleaning and water removal of the garage air pits on May 9. The Work Order for Stoddard Plumbing to snake all pit drain lines and cover them with drainage screens was presented for signature.

Breezeway Coating: The majority of the board present at this meeting demonstrated disinterest in pursuing this matter because of perceived budgetary constraints. Board members agreed that this will be agendaized for a future board meeting after more research takes place for further consideration.

Power washing building breezeways by All Clear: It was decided to table this matter until the breezeway painting issue is settled.

Window washing:

Linda Fletcher moved and Chuck Walls seconded to authorize Welcome to hand-wash the windows in buildings 5910 HC, 5913 HC, 5920 HC, and 5951 AW for the estimated cost of \$4,246. The motion passed unanimously.

MOD will distribute a notice to residents outlining the resident billable cost for those who would like to hire MOD to remove and replace the window screens.

Concrete Entryways (around mailbox area): An estimate from Perfect Painting for color coating these areas was presented. The matter will be considered at a future board meeting.

Bike Racks:

Linda Fletcher moved and Chuck Walls seconded to authorize the purchase and installation of two bike racks at

a cost not to exceed \$200 in the garage of 5951 AW. The motion passed unanimously.

Tankless Water Heater:

Chuck Walls moved and Linda Fletcher seconded to hire Leapfrog Plumbing to replace the tankless water heater at 5913 HC for \$4,609 and to go into a service contract with Leapfrog for \$1,000 per year to perform annual service inspections and tune-ups on the five tankless water heaters that are in the Mutual and to make some other one-time needed repairs for \$490. The motion passed unanimously.

Dryer Vent Cleaning: This work was completed in February for the amount of \$6,372.

OLD BUSINESS

Re-keying of Pool:

Linda Fletcher moved and Chuck Walls seconded to hire Fred's Locksmith to rekey the pool gates and create 181 pool keys at a cost of \$513 with the provision that if Fred's Locksmith is unable to meet the 3 - 5 day deadline, the Mutual would hire BOMAC Locksmith to do the same work at the cost of \$637. The motion passed unanimously.

Emergency Plan: No report was given. This matter will be discussed at a future board meeting.

Mutual 59 20th Anniversary Party Committee: Bunk Sicotte volunteered to join this Ad Hoc committee.

NEW BUSINESS

Power Sources for Electrical Automobiles:

Linda Fletcher moved and Chuck Walls seconded to approve the new policy, Power Sources for Electrical Automobiles, as presented and with further board corrections, in order to send it out to the Mutual membership for the required 30-day comment period prior to final ratification by the board. The motion passed unanimously.

ANNOUNCEMENTS

The next regular board meeting is scheduled for Tuesday, July 8, 2014, at 1:30 p.m. in the Board Room at Gateway.

ADJOURNMENT

With no further business to discuss, the regular meeting of the board of May 13, 2014 was adjourned at 4:00 p.m.



Sharon Fees, Assistant Secretary
Mutual Fifty-Nine