

FIFTH WALNUT CREEK MUTUAL  
REGULAR BOARD MEETING  
FRIDAY, JANUARY 19, 2018 AT 11: 00 am  
GATEWAY BOARD ROOM  
1001 GOLDEN RAIN ROAD, WALNUT CREEK, CA. 94595

CALL TO ORDER

President Todd called the meeting to order at exactly 11:00

ROLL CALL

Directors Present: Ted Todd, President  
Sandra Lew, Vice President  
Marlene Farrell, Secretary  
Virginia Oversby, Treasurer  
Mary Fielder, Director

Also Present: Paul Donner, Mutual Operations Director  
Rick West, Building Maintenance Manager

APPROVAL OF MEETING MINUTES

President Todd asked if there were any additions or corrections to the Following minutes:

Regular Meeting of the Board.....November 17, 2107

The minutes to the aforementioned meeting was approved as submitted.

Moved, Seconded, Carried 5-0

RESIDENTS FORUM

Nancy Cook is concerned about contractors showing up in unmarked vehicles, and most workers are unidentifiable. Paul Donner said contractors working for MOD have a shirt on designating MOD.

Parking is a severe problem. Solution. Wait until the present flurry of work is complete.

Nancy Cook reports that "rats and critters" are a continuing problem at her unit, which is adjacent to the garbage bins. Discussion ensued and Rick West will look into solutions.

Bill Martin. Questions on the 2018 Budget on Custodial Service of \$300.00 per month. Paul Donner explained.

#### PRESIDENTS REPORT

Ted Todd reported on the enforcement of the policy for rentals within Mutuals. He stated that the policy is clearly outlined in the CC&R's.

#### VICE PRESIDENTS REPORT

A report was not available or presented to the membership

#### SECRETARY'S REPORT

A report was not available or presented to the membership.

#### TREASURERS REPORT

A report was not available due to the report coming to the Treasurer was late.

#### COMMITTEE REPORTS

##### LANDSCAPE COMMITTEE REPORT

2018 Entry Maintenance Schedule was handed out and discussed. Discussed February 6-7 planting. Sandra Lew stated that the plants going in were being paid for by a few residents in 1221 AS and incurred no expense to the Mutual.

##### BUILDING MAINTENANCE REPORT

1. All requests for maintenance to go to Sandra Lew.
2. Rick West reported that PG&E is responsible for the retaining wall in front of 1221 Avenida Sevilla and will rebuild it at no cost to Fifth Mutual.
3. Water leak. Reported on major holiday weekend, December 30, 2017 in Unit 2C, causing flooding in Units 2B and 2A. Considerable damage. Teachable moment. Notify all Fifth Mutual members to:
  1. Have water heaters inspected

2. Replace toilet rings every 5 years
3. Check garbage disposals refrigerator water lines and watch dishwasher lines.
4. Rick West reported that new lighting was installed in stairway at 1221 3A.
5. Budget for new Asphalt was discussed and deferred.

#### BUDGET AND FINANCE

Budget was distributed. There was a large increase in the coupon. All of the funds went into reserve. The Treasurer reported that we must be extremely careful.

Paul Donner suggested that we should think about a special assessment of maybe \$1,000.00 per unit instead of more coupon assessments.

#### ALTERATIONS

No Report

#### EMERGENCY PREPAREDNESS

No Report

#### NEW BUSINESS

- a. Approval of Transfer of \$10,000.00 from Reserves to Operating to cover the annual insurance premium.

Moved, Seconded and Carried 5-0,

ADJOURNMENT: 11:55

The next meeting will be held on Friday March 16, 2018 at 11:00 in the Gateway Board Room

#### SECRETARY'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Board of Directors Meeting

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Marlene R. Farrell, Secretary Fifth Walnut Creek Mutual