

MINUTES OF WALNUT CREEK MUTUAL NO.
TWENTY-TWO
FIFTIETH ANNUAL MEMBERS MEETING
FRIDAY, JUNE 11, 2021, AT 1:30 P.M.
ZOOM MEETING

The Fiftieth Annual Members Meeting of Walnut Creek Mutual No. Twenty-Two was called to order on June 11, 2021, at 1:30 p.m. by President Mike Kiefer.

Roll Call

Board Present Mike Kiefer, President
 Nazli Monahan, Vice President
 Maureen Lawson, Secretary-Treasurer

Guests Present Paul Donner, Mutual Operations Director
 Rick West, Building Manager
 Rebecca Pollon, Landscape Manager
 Kelly Maki, Board Services Coordinator

VERIFICATION OF QUORUM

Assistant Secretary Kelly Maki confirmed that the quorum of 15 members was met. 17 households were represented.

CERTIFICATION OF NOTICE

Assistant Secretary Kelly Maki certified that notice announcing the Annual Membership Meeting was mailed to all Members of record as of June 7, 2021, in accordance with Article 4, Section 4.3 of the Bylaws of said Corporation.

APPROVAL OF MINUTES

It was moved, seconded, and passed to approve the minutes of the June 26, 2020, Annual Meeting.

REPORTS OF OFFICERS AND COMMITTEES

Financial Report: Given by Paul Donner. Paul reported the following regarding our financial funds as of May 31, 2021: Operating: \$39,571; Reserves: \$295,460; Total Funds: \$335,031. Paul reported that the Mutual is ahead of budget by \$9,473.

Building Maintenance Report: Rick West

Rick West gave the following report:

ACTION ITEMS: Proposals for review or Approval

1. To prevent water damage to the clubroom the Mutual has requested that the Excel Waterproof Coating be applied to an additional 3 carport parking stalls. 2 bids were received: GBG – ESTIMATE \$6,988.00 / Perfect Painting ESTIMATE \$9,000. (The board will vote to approve the contractor of choose to complete this project).
2. 2021 / 2022 Balcony Deck recoating Project. Phase I includes all of the Villa Madrid and Castile duplexes. Phase II will include 4033 Villa Barcelona, Valencia, Seville, and Casita units. Phase I will complete 18 Balconies with the New Excel Waterproof Coating. 3 bids were received: GBG – ESTIMATE \$32,697.00 / A – One Construction ESTIMATE \$41,832.00 / Perfect Painting ESTIMATE \$44,412.00. \$61,000.00 is Budgeted for 2021 for this project. (The board will vote to approve the contractor of choose to complete this project).

INFORMATION ITEMS: Work Scheduled in Progress or Completed

1. In 2020 / 2021 The mutual completed a Duplex concrete and railing repair project. This project was contracted out to Five Star General Contractor - This project was delayed due to the city requiring a Licensed welding inspector and Structural Engineer to sign off on repairs. Project Cost \$19,675.00.
 (This project has been completed).

Landscaping Report: Rebecca Pollon

Rebecca Pollon gave the following report:

WHAT ARE M22 ASSETS / WHAT MAKES IT UNIQUE?

- SMALL COMMUNITY/INTIMATE
- WATER FEATURE, CENTRAL COURTYARD
- CLUBHOUSE
- VIEWS OVER GOLF COURSE
- WALKING DISTANCE TO BUCKEYE AMENITIES AND PARKS

<u>LANDSCAPE REHAB (RESERVES)</u>	<u>\$13,700</u>
<u>AVAILABLE BUDGET</u>	<u>\$11,550</u>

PROJECTS

1. Spring Mulch and Cobble (35 yards) \$2,150 Complete
 (also removed some failing plants and some juniper
2. Side of 1A-remove junipers-add tree near parking TBD
3. Remove junipers at top of slope behind 4001, 4005, 4009, 4013LARGE PROJECT

<u>TREE MAINTENANCE (OPERATING)</u>	<u>\$7,600</u>
AVAILABLE BUDGET	\$7,600
Annual Maintenance	TBD

<u>TREE REMOVALS (RESERVES)</u>	<u>\$4,500</u>
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AVAILABLE BUDGET	\$4,500
Plan to phase out Monterey Pines	TBD

IRRIGATION PLAN \$2,125

AVAILABLE BUDGET \$1,375

Total clocks 5

Clocks older than 5 years 3

Subscription fee (~\$250 each clock older than 5 years) \$750

Number of clocks to replace (older than 10 years) 3

President's Report: Mike Kiefer

President Kiefer reported that the Mutual solar policy was completed.

ACCLIMATION OF DIRECTOR

Nazli Monahan was acclimated to another three-year term on the Board of Directors ending in 2023. No other candidates came forward to run for the Board of Directors before the deadline and therefore the Mutual did not have to spend money on a ballot process.

RESIDENT'S FORUM

Residents were afforded the opportunity to express their general concerns and make comments. Comments included balcony resurfacing.

ANNOUNCEMENTS

The next quarterly meeting will be held on September 22, 2021, at 1:30PM.

ADJOURNMENT

The meeting adjourned at 2:29 p.m. and the Board Moved into an organizational meeting.

Respectfully submitted,
Assistant Secretary
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