

MINUTES OF WALNUT CREEK MUTUAL NO.
TWENTY-TWO
FIFTIETH ANNUAL MEMBERS MEETING
FRIDAY, JUNE 26, 2020, 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 26, 2020, at 1:36 p.m. by President Mike Kiefer.

Roll Call

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

Guests Present Rick West, Building Manager
 Rebecca Pollon, Landscape Manager
 Kelly Maki, Board Services Coordinator

Guest Absent Paul Donner, Director of Mutual Operations

VERIFICATION OF QUORUM

Secretary Maureen Lawson 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 12, 2020 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 7, 2019, Annual Meeting.

REPORTS OF OFFICERS AND COMMITTEES

Financial Report: Given by Rick West. Rick reported the following regarding our financial funds as of May 31, 2020: Operating: \$23,643; Reserves: \$265,931; Total Funds: \$289,574.

Building Maintenance Report: Rick West
Rick West gave the following report:

INFORMATION ITEMS: Work in Progress or Completed

1. MOD was contracted to repair / replace and repaint the duplex building railings. MOD replaced 440 Lineal Feet of custom bevel top railing. - Cost \$21,074.00 (Work was completed in March 2020).
2. MOD installed a new retaining wall with pressure treated wood. - Cost \$1,955.00. (Project was Completed in June 2020).
3. MOD painted all 3 trash room doors. - Cost \$325.00 (Project was Completed in March 2020).
4. MOD replaced 2 Fire Extinguishers and two fire extinguisher cabinets - Cost \$222.00. (Project was Completed in August 2019).
5. MOD completed a major roof leak at 4001 TG #1B replacing Felt paper and over 200 Roof Tiles -Cost \$4,470.00 (Project was Completed in March 2020).
6. MOD completed the inspection of all of mutual 22's Gas shut off valves and replaced all of your Carport electrical outlets. - Cost \$ 1,283.00 (Project was Completed in June 2020).
7. 4033 TG Stucco soffit Ceiling Support Project – Contractor: Five Star Construction. This projects scope of

- work included the installation of 2 x 6 support beams with lag bolts to secure the walkway ceiling stucco. - Cost \$30,860.00. (This Project was started in 2019 and completed in 2020).
8. Duplex concrete and railing repair work was contracted out to Five Star - Cost \$19,675.00. (This project started March 2020 and currently waiting for City inspections)
 9. MOD is scheduled to begin your Building roof tune up - including Felt and Tile replacement as needed. Building 4033 - Cost \$1,643.00 / 8 Duplexes – Cost \$ 6,915.00
Total project Cost \$8,558.00. (Project is scheduled to start June 2020).
 10. Senate Bill SB 326 - Raised Component Structural Engineer Inspections to be completed by January 1st, 2025. MOD sent out the SOW for this project to seven Engineering Companies. All but three companies declined the project. The three companies are FWC / FIG and Design Everest. Mutual 22's Board elected FWC to complete the inspection process for the amount of \$38,220.00. (Project is scheduled to start in Spring 2021).
 11. To prevent water damage to the clubroom Perfect Painting will complete an EXCEL Waterproof Pedestrian Coating on 2 carport parking stalls. The cost is \$3000.00 for each stall. Total Project Cost \$6,000.00. (Project is scheduled to start in Fall 2020).
 12. Ahmadi Construction replaced the Elevator Utility room door due to excessive delamination. Including paint, this project's final cost was \$1,829.00. (Project was completed in June 2020).
 13. MOD Completed an inspection of Manor toilets due to excessive water bills. After identifying and repairs to 5 leaking toilets the mutual's water meter's dial finally stopped turning constantly and actually stopped. (Project was completed in June 2020).

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

LANDSCAPE REHAB (RESERVES) \$13,700

AVAILABLE BUDGET \$11,550

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

TREE MAINTENANCE (OPERATING) \$7,600

AVAILABLE BUDGET \$7,600

Annual Maintenance TBD

TREE REMOVALS (RESERVES) \$4,500

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 on a solar policy draft and discussed what was needed to get it adopted.

ACCLIMATION OF DIRECTOR

Mike Kiefer 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.

Nazli gave an update on the clubroom status and stated a message to residents is coming soon.

ANNOUNCEMENTS

The next quarterly meeting will be held on September 11, 2020 at 1:30PM.

ADJOURNMENT

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

Respectfully submitted,
Kelly Maki
Assistant Secretary
Mutual 22