

MINUTES OF WALNUT CREEK MUTUAL NO.  
TWENTY-TWO  
QUARTERLY MEETING  
FRIDAY, SEPTEMBER 23<sup>rd</sup>, 2022, AT 1:30 P.M.  
ZOOM MEETING

**Call to Order:**

**The Quarterly Meeting of Walnut Creek Mutual No. Twenty-Two was called to order on September 23<sup>rd</sup>, 2022, at 1:32 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 Maintenance Manager  
                                  Lucy Limon, Board Services Manager

**Approval of Minutes:**

- Annual Meeting Minutes of June 16<sup>th</sup>, 2023
- Organizational Meeting of June 16<sup>th</sup>, 2023

A motion was made, seconded, and carried to approve the minutes of the Annual and Organizational Meeting.

**Moved, Seconded, Carried 3-0**

**Financial Report:**

Rick West reported on the finances through August 31<sup>st</sup>, 2022:

Operating Balance: \$88,574

Reserve Funds Balance: \$503,306

A motion was made, seconded, and carried that the Mutual 22 Board is complying with Civil Code 5500

**Moved, Seconded, Carried 3-0**

# Building Maintenance Report

Rick West gave the following report:

## INFORMATION ITEMS: Work Scheduled in Progress or Complete

1. **2022 Balcony Deck recoating Project. Phase II will include 4033 Villa Barcelona, Valencia, Seville, and Casita units.**  
**Phase II will complete all of the Balconies with the New Excel Waterproof Coating.**  
**(Phase II is tentatively scheduled to begin in 2023).**
2. **SB326 - Raised Component inspections by a Licensed Structural Engineer. The Mutual Hire FWC to complete this work in Two Phases over Two Years. 2022 / 2023. The duplex trusses will also be inspected this fall.**  
**Cost estimate for 2022 - \$19,700.00.**  
**(Phase I Scheduled to be completed in September 2022).**
3. **4033 TG was found to have truss issues related to the weight of the concrete roof tiles and Building Movement. FWC and Bertolami engineering were hired by the mutual as Licensed Structural Engineering and Civil Engineering Companies to investigate. Protera was hired to complete surface testing for Asbestos & Lead. Truss repairs and re-roofing with light weight asphalt composition shingles. Class A Fire Resistant Presidential 40-year Composition shingle Roofing in Country Grey Color - Contractors: AMAC / Fiala Roofing / Eisen Environmental / KRT INC. The Mutual Board also hired FWC Engineering / Bertolami Engineering and Protera to complete the list of Contractors.**

**EAST side Building was completed start on Sept. 9<sup>th</sup>, 2022.**

**NORTH side Building started on Sept 20<sup>th</sup>, 2022.**

**Project Cost \$493,483.00 Excluding change orders and professional expenses.**

## Landscape Report:

John Tawaststjerna provided the following report:

MOD Days

- 11/8 (1 workday)
  - o Removal of turf in preparation for lawn reduction at the front of 4001

- Landscape Manager will provide design for area
- Terra will complete planting and pathway installation after removal
- Plant replacements
  - Any individual plantings for areas where plantings have died or been removed

#### Landscape Maintenance

- Clearing of v-ditches and drainage systems
- Fertilization of trees, shrubs, and ground covers
- Pruning of overgrown shrubs
- Cleaning of debris under pine trees at the front of entry

#### Pond Maintenance

- Payments have been paid in full for pond maintenance monthly in M22 to Mark's Pool Service
- Algae bloom was treated with chlorine on 9/24/22
- Pond should improve in condition over the coming weeks

### **Board Reports:**

#### President Michael Kiefer:

President Kiefer gave a brief reminder that there will be a special board meeting on September 27<sup>th</sup> at 1pm at MOD to discuss the draft 2023 budget.

Vice President Nazli Monahan: No report was given.

Secretary Maureen Lawson: No report was given.

### **New Business:**

No new business.

### **Old Business:**

No old business.

**Residents Forum:** Residents asked about roof repairs and landscape.

### **ADJOURNMENT**

The meeting adjourned at approximately 2:28p.m.

NEXT MEETING: December 2<sup>nd</sup> at 1:30 p.m., Quarterly Meeting of the Board.

RESPECTFULLY SUBMITTED,  
LUCY LIMON  
ASSISTANT SECRETARY  
MUTUAL 22