

MINUTES OF WALNUT CREEK MUTUAL NO.
TWENTY-TWO
QUARTERLY MEETING
FRIDAY, SEPTEMBER 11, 2020, 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 11, 2020, 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: Kelly Maki, Board Services Coordinator
Rick West, Building Maintenance Mgr.
Rebecca Pollon, Landscape Mgr.

APPROVAL OF MINUTES

A motion was made to approve the minutes from the maintenance meeting held on April 16, 2020 and the special meeting held on August 4, 2020

Moved, Seconded, Carried 3-0

Financial Report:

Rick West reported on the finances ending July 31, 2020

Operating: \$18,350

Reserves: \$273,750

A motion was made that the M22 Board is complying with Civil Code §5500 for review of the July 31, 2020 financial report.

Moved, Seconded, Carried 3-0

BUILDING MAINTENANCE REPORT: RICK WEST

Rick Gave the following report:

1. Duplex concrete and railing repair work was contracted out to Five Star - Cost \$19,675.00. Change orders are expected due to the

- city requiring a Licensed welding inspector to sign off on repairs. (This project started March 2020 and currently waiting for Fire Marshal signatures)
2. MOD completed 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. (Project Completed in August).
 3. Senate Bill SB 326 - Raised Component Structural Engineer Inspections to be completed by January 1st, 2025. Mutual 22's Board elected FWC to complete the inspection process for the amount of \$39,816.00. This will be completed in two phases over two years. 2022 and 2023. The cost breakdown is \$19,701 in 2022 and \$20,816 in 2023. Additional \$75,000.00 will be budgeted towards destructive testing at \$37,500.00 each year 2022 and 2023. (Project is scheduled to start in Spring 2022).
 4. 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 September 2020).
 5. MOD will use Lift to complete Carpenter Bee damage to 18 Balconies. Cost is \$4,428.00. (Project is scheduled to start September 2020).
 6. MOD to replace 80" of 4033 Breezeway hand railing. Will include new hardware and paint. Cost \$8,683.00. (Project is scheduled to start Winter / Spring 2021).

A motion was made by the Board to approve items 3, 4, 5, and 6 of Rick West's report.

Moved, Seconded, Carried 3-0

LANDSCAPE REPORT: REBECCA POLLON

Rebecca Pollon gave the following report:

MUTUAL ANNUAL WORKSHEET MUTUAL 22

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

SEPTEMBER UPDATE-

The MOD crews have two days in Mid-November to complete plant replacements throughout the mutual. When the time nears, I will provide a photo-document to let the board know of the intended replacements.

LANDSCAPE REHAB (RESERVES) \$13,700
AVAILABLE BUDGET \$11,924

PROJECTS

1. Spring Mulch and Cobble (35 yards) **\$1,776** Complete (also removed some failing plants and some juniper)
2. Side of 1A-remove junipers-add tree near parking-Plant replacements
\$TBD
3. Remove junipers at top of slope behind 4001, 4005, 4009, 4013 **LARGE PROJECT**

TREE MAINTENANCE (OPERATING) \$7,600
AVAILABLE BUDGET \$6,663

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**

M22 BOARD REPORTS

Mike Kiefer, President: no report

Nazli Monahan, Vice President: Nazli reported that the clubroom is finished and that members can start enjoying it soon. 15 contributions were made to the project in an amount totaling \$6,361 which was spent on paint, repairs, carpet, window screens, furniture, pool table, area

rugs, and restroom mirrors. Many thanks to Mick! It cost \$6230 to complete the renovations. A cover for the pool table should arrive late next week. A gift was given to upgrade the entertainment system. There is \$130 remaining in the fund that may be used to purchase a ceiling fan.

Maureen Lawson, Secretary-Treasurer: no report

RESIDENTS' FORUM

Residents were afforded the opportunity to express their general concerns and make comments. President Kiefer read an email from an owner who had questions but could not attend the meeting. Topics discussed included: 2021 Budget concerns; insurance premium increase; reserve account; thanks to Maureen for keeping everyone in the Mutual updated; landscaping and the grass behind 4025; roofing; balcony use; and owner's experience with her shower doors breaking; and a thanks to the Board and Mick for great work on the clubhouse.

ADJOURNMENT

President Kiefer adjourned the meeting at 2:20 p.m.

NEXT MEETING

The next quarterly meeting will take place in December 2020, with a date to be determined.

Respectfully submitted,
Kelly Maki
Assistant Secretary
Mutual 22