

BOARD OF DIRECTORS SPECIAL MEETING**Thursday, April 27, 2023 at 1:30 p.m.****In-Person and via Zoom Meeting****Gateway Clubhouse – Multi-Purpose Room 3
1001 Golden Rain Rd., Walnut Creek, CA 94595**

MINUTES**Call to Order**

Giessner called the Board of Directors Regular Meeting to order at 1:31 p.m.

Directors Present

Richard Giessner, President
Beth Gannon, Vice President
David Hickey, Treasurer
Tanc Agius, Secretary
Sheila MacDonell

Personnel Attending

Rick West Building Maintenance Manager
Lucy Limon, Board Services Coordinator
Victoria Thomas, Board Services Coordinator

Approval of Meeting Minutes

Giessner asked if there were any additions or corrections to the following minutes:

- a. Annual Member Meeting Minutes - March 20, 2023
- b. Organizational Meeting Minutes - March 20, 2023

A motion was made by Gannon, seconded by Agius to approve the minutes as posted. Motion passed unanimously. (5-0)

Announce the resignation of Vice President Beth Gannon

Giessner announced Beth Gannon's resignation.

A motion was made by Hickey, seconded by Agius to approve the resignation of Beth Gannon as Vice President. Motion passed unanimously. (5-0)

Appointment of Ram Ramakrishna to fill the Vice President until the end of the term March 2024

Giessner announced that Ram Ramakrishna will fill the vacant position of Vice President with a term ending March 2024.

A motion was made by Hickey, seconded by Agius to approve the appointment of Ram Ramakrishna as Vice President with a term ending March 2024. Motion passed unanimously. (5-0)

Ratify 2704 #1 Repairs

Giessner reported that he needed to ratify 2704 work order he signed as the cost was higher than he is approved to sign off on. The work order was for repair on underground pipes that failed. It was discovered because the electric bill was more than double the cost due to a kitchen floor being heated. The cost to repair the pipes for hot and cold water was \$24,000. The contractor used was Five Star.

A motion was made by Ramakrishna, seconded by Hickey to ratify the expense. Motion passed unanimously. (5-0)

Giessner informed the Board that 62 manors in the Mutual have the same type of underground pipes with a lifespan of 50-60 years, and the Mutual is 51 years old. Monies will be earmarked in the next fiscal year's budget for the anticipated expense with plumbing problems.

Update on New Lighting around Norman Park

Landscaping Committee provided three bids for new lighting around Norman Park. Three pagota lights and one small flood light were selected, which will provide better visibility. The bulbs are LED, which will last approximately 50,000 hours. Monies from residents' monthly coupons are placed in the Reserve Fund for such projects. Estimated cost for the lights is \$4,800 with most of the cost used for trenching work for the pagota lights. The contractor for the trenching work is Five Star and San Electric will do the electric wiring for the lights.

A motion was made by Agius, seconded by Hickey to approve the lighting around Norman Park. Motion passed unanimously. (5-0)

Update on Asphalt Repair

Giessner reported that there will be some trees trimmed and trees removed in order to do asphalt repair work. Monies were earmarked in the budget for this project. The location of the trees being removed will be discussed at the June Board of Directors meeting.

Update on Elevated Landing Repair

It is estimated to cost \$110,000 to repair nine landings on the west side. One landing was repaired five years ago and does not need any repairs at this time. The state of California has mandated that landing repairs be inspected by a structural engineer. Inspections will occur every nine years. Residents tend to put carpets on their landings. Once the landings are repaired carpets will be prohibited as it holds in water, which damages the steel. The contractor used for this project is GBG. West stated that the contract with GBG does include waterproofing coating on the landings but does not include asbestos removal if that is needed.

A motion was made by Agius, seconded by Hickey to approve landing repairs with GBG with an amount not to exceed \$110,000. Motion passed unanimously. (5-0)

Update on Landscaping and Tree Trimming/Removal

There was no discussion.

Update on Durolast Roof Replacement

Roofs being replaced: 2608, 2624, 2648, 2700, 2704, and 2708. The new roof will have a lifespan of twenty years. The work is estimated to take approximately four years. \$170,000 was budgeted for this project, which the residents have already paid for. It is estimated that the project will cost less than budgeted at \$124,377. There should be minimal problems with the roofing project other than noise. The contractor for the project is Fiala Roofing.

A motion was made by Agius, seconded by Hickey to accept the bid from Fiala Roofing. Motion passed unanimously. (5-0)

Appointment of Victoria Thomas as Assistant Secretary to Mutual 29's Board

A motion was made by Hickey, seconded by Agius to approve the Victoria Thomas as Assistant Secretary to Mutual 29's Board. Motion passed unanimously. (5-0)

Announcements

The next social event is the ice cream social on May 17, 2023 at 4:00 p.m. In addition to the ice cream, residents can bring an item they have that they no longer want to see if there is interest in taking it.

The Annual/Organizational Meeting will be held on Wednesday, May 31, 2023 at 10:00 a.m. in the Fairway Room at Creekside Clubhouse.

Members' Forum

Comments were made about Beth Gannon thanking her for her service.

Adjournment

The Board of Directors Meeting adjourned at 2:19 p.m.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes.

Victoria Thomas

Assistant Secretary