

**BOARD OF DIRECTORS REGULAR MEETING****Monday, December 16, 2024 at 9:30 a.m.****Hillside Clubhouse – Vista Room  
3400 Golden Rain Road, Walnut Creek, CA 94595**

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**MINUTES****1. Call to Order**

Giessner called the meeting to order at 9:30 a.m.

**2. Roll Call was taken by Thomas****Directors Present**

Richard Giessner – President  
Ram Ramakrishna – Vice President  
David Hickey – Treasurer – Absent  
Vacant – Secretary  
Vacant – Director-at-Large

**Mutual Operations Staff**

Jeroen Wright – Director of Mutual Operations  
Rick West – Sr. Building Maintenance Manager  
John Tawaststjerna – Landscape Manager  
Victoria Thomas – Board Services Coordinator

**3. Approval of Minutes**

- a. Board of Directors Regular Meeting Minutes – September 16, 2024
- b. Board of Directors Special Meeting Minutes – September 17, 2024

*A motion was made by Ramakrishna, seconded by Hickey, to approve the minutes as posted.  
Approved by unanimous vote. (3-0)*

**4. Presidents Report**

I'd like to welcome our new members  
Ann & Tom Gaudreaux.  
Jeane Maffei

We have 5 rental units.

All of the Special assessments have been collected. Thank you.

We are awaiting the Electric Vehicle charging station plans. Once we have these we will be able to apply for grant \$.

Every one should of received the 2024 Annual Disclosures report. The cover letter gives a brief explanation of the 2025 coupon Increases. Pages 13 - 25 are referring to our outdated CC&R's our new ones along with the updated by-laws will available soon with a vote to ratify following shortly after.

## Walnut Creek Mutual Twenty-Nine

Michael Goldberg and Robin Reddel have resigned from their board positions. If you are interested in joining the Board please contact Victoria Thomas at Gateway for the necessary paperwork.

We need to make a decision on the gutters. I'm going to recommend we wait and see what work the Electrical inspection may require us to do.

EBMUD is requiring us to put in a fancy back flow device immediately downstream of our irrigation meter. Cost will be between \$10,000 - \$15,000. This was not budgeted and must be done soon.

5. **Mutual Operations Report**

- New law permits electronic voting beginning in 2025.
- Firewise Program received recognition for 2024/25 through the required number of volunteer hours being met.
- Another Town Hall will take place on January 14, 2025 2:00-4:00pm in the Tahoe Room at the Event Center as well as virtually. Topic will be on emergency preparedness.
- FWCM experienced a fire in their carport resulting in damages that are estimated to be around \$500,000.

6. **Financial Report/Treasurer's Report** – David Hickey

The current financial statements are dated October 31, 2024. The bottom line favorable balance is 20,294.

The major variance are 25,619 in insurance due to a refund of 23,530. Water usage is over budget 9,635 but our usage should drop a lot in the last two months of the year. Hopefully we will get more rain. Fire safety was over budget by 10,120 because this item was not in the budget. Building maintenance was favorable by 8,351.

The operating expenses should be very close to the budget by year end.

*Motion made by Ramakrishna, seconded by Hickey, to approve certification of compliance with Civil Code §5500 for the November financials. Approved by unanimous vote. (3-0)*

7. **Building Maintenance Report** – Rick West

Action Items: Proposals for Review or Approval

New Gutters, Downspouts and Gutter Guards on all buildings 2600, 2616, 2632, 2640, and 2656. Contractors: Fiala Roofing won the bid as they presented a \$5,000 discount if all roofs are replaced at the same time. Bid presented was, including discount was \$119,950.

*Motion made by Hickey, seconded by Ramakrishna, to ratify the Fiala Roofing contract in the amount of \$119,950. Approved by unanimous vote. (3-0)*

Electrical main panel inspection, lube, and report for all exterior panels.

Contractor: KR Electric Estimate \$6,975

Information Items: Work scheduled, In Progress or Complete

2022 -2027 DuroLast Roofing Project. This project is to replace all of the flat portions of the building roofs.

Phase I included Buildings #3152 and #3160, #2608 and #2648. The Project is scheduled to be completed in 6 phases and will be completed in 2027.

Phase II Completed summer 2023 Included Buildings 2608 / 2624 / 2648 / 2700 / 2704 / 2708.

Phase III Completed summer 2024 Santa Clara 2712 / 2716 / 2720 / 3108 / 3104 / 3100.

Phase IV 2025 Project 2600 / 2616 / 2632 / 2640 / 2656.

8. **Landscape Report** – *Wini Biehl and John Tawastajerna*

We will continue to remove lawn to conserve water and comply with Assembly Bill 271 (only functional lawns can be watered by 2027). The next lawn areas to be considered are around the Xmas tree Norton Park, the area to the right of the entrance, 2704 and 2708, and behind the bench across from 3108. We have asked the landscape department to design and cost out a plan for these areas.

In spring we will walk the entire mutual to assess health of our trees. Richard, John T, an arborist, and members of LC will be on that walk. We will then prioritize according to the budget. FYI we are only using drought and firewise plants and not replacing plants within 5 feet of a building nor trees within 20 feet of a building.

Tawaststjerna reported that irrigation was turned off the week before Thanksgiving. If a member sees water running report it to the work order desk at (925) 988-7650. If it is noticed that drain needs snaking report it to the work order desk.

Excess leaves are being removed weekly. Winter pruning will begin in January.

9. **Trash Committee Report** – *Robin Reddel*

No Report

10. **Safety Committee Report** – *Bert & Carol Sebilja*

No Report

11. **Flooring Guidelines Report** – *Manry Hall*

No Report

12. **Social Committee Report** – *Sheila McDonald*

No Report

13. **Unfinished Business** – *Richard Giessner*

a. Roof contract needs to be amended to exclude gutters.  
Contract will be amended to exclude the gutters.

b. Reserve Study shows reserves are growing adequately to cover future budgeted items.  
Electric boxes on sides of buildings will be inspected to see if they need repair.

**14. New Business – Richard Giessner**

- a. Borrow from reserves to pay the \$433,000 insurance bill and pay back in 2025.  
*Motion made by Hickey, seconded by Ramakrishna, to approve borrowing up to \$433,000 from the reserve fund to pay for the insurance bill and pay back in 2025. Approved by unanimous vote. (3-0)*
- b. EBMUD notified the Mutual that the water will be shut off if we do not install a back flow device immediately after the irrigation water meter. Estimated cost is \$10,000 to \$15,000. This item was not budgeted.  
*Motion made by Hickey, seconded by Ramakrishna, to approve the installation of a back flow device in the amount of not to exceed \$15,000 from the reserve fund. Approved by unanimous vote. (3-0)*
- c. Election of Directors  
*Motion made by Ramakrishan, seconded by Hickey, to approve appointing nominated candidates by acclamation as a Director on the Board. Approved by unanimous vote. (3-0)*
- d. Proposed Amendments to the Voting and Election Rules  
A new law in 2025 is permitted electronic voting for elections. The CC&Rs would need to be amended to reflect electronic voting.

**13. Residents' Forum**

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board. A resident asked if it is required to vote electronically. Wright stated that an option to opt out of electronic voting will be provided allowing members to vote by paper ballot.

14. **Announcements** – The next scheduled meeting will be the Annual Members and Organizational Meetings on March 3, 2025 at 9:30 a.m. at the Creekside Club Room.

**15. Adjournment to Executive Session**

There being no further business, the Board of Directors Regular Meeting was adjourned at 10:18 a.m.

**Secretary's Certificate**

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

*Victoria Thomas*