

WALNUT CREEK MUTUAL NO. TWENTY-NINE

QUARTERLY MEETING MINUTES OF THE BOARD FRIDAY, APRIL 24, 2020 AT 10:00 A.M. ZOOM MEETING

Call to Order

President Gannon called the meeting to order at 9:33 am.

Roll Call

Directors Present: Beth Gannon, President
Mike McLaughlin, Vice President
Sheila MacDonell, Treasurer
Tanc Agius, Secretary
Barbara Crane, Director

Also Present: Rick West, Building Maintenance Manager; Kelly Maki, Board Services Coordinator; and 14 residents.

Approval of Meeting Minutes

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

- a. Quarterly Meeting Minutes held on December 16, 2019
- b. Executive Meeting Minutes held on February 4, 2020
- c. Special Meeting Minutes held on March 6, 2020

The minutes of the aforementioned meetings were approved with a motion

Moved, Seconded, Carried 5-0

President's Report: Beth Gannon

President Gannon reported that there are currently 3 vacant units and 1 unit for sale. 2 residents recently passed away: Grigorina Nikolchev and Bernard Ferreira.

Election rules have changed dramatically for Directors to be elected. The new election rules were mailed to all units in February. Due to the new rule change and the time limits on notifications, the annual meeting and director election was postponed until June 15.

There is a new balcony law SB 322 that will dramatically affect the Mutual.

The safety of the community was discussed.

There was a major water leak underground and in a unit that was repaired.

Mike McLaughlin and Richard Geissner were the only two candidates nominated for the board and since there is only two candidates and two board openings, the director election is uncontested, and the Mutual will not be sending out ballots.

A reminder to the residents that there is an electrical vehicle policy that should be adhered

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to for the safety of the Mutual.

An electrical inspection by Mod will take place for all exterior outlets.

Tanc Agius reported that the Mutual spent \$8K on light inspections last year and the cost this year has only been \$100 so far. Thank you to John and Denise Davis who have helped decrease this cost by inspecting the lights. You can report a light outage to Tanc Agius by calling 925-947-6925.

Roger Wilcox has resigned from Building Maintenance Chair and John Davis will be appointed by the Board under New Business.

Financial Report: Mike McLaughlin

Mike McLaughlin gave the following report:

Sheila MacDonnell and I reviewed the financial reports through March. The operating budget is over budget in three areas. The first is insurance which we know will be \$21,000 over budget for the year. However, since we budgeted \$45,000 in working capital, we should have sufficient funds. We also will be receiving a rebate of insurance commissions of \$6,500, which will reduce the loss below \$20,000.

The second area where we are over budget is plumbing. The plumbing costs are related to a major leak in the drain of an unoccupied unit, with a total cost for damaged floors and walls of over \$50,000. We also will be receiving a bill for another leak in a water main. This will put us well over budget for plumbing repairs for the second straight year.

The third area of overage is professional services, which is due to legal services. These are a combination of legal costs including conforming to the new voting and election law.

We have had some savings in other areas of the operating budget. At this point, we do not anticipate we will exceed the operating budget for the year, though we will likely not hit our goal of increasing our working capital.

The Reserve budget is on track to meet our goal of funding the planned roof replacements and completing all of the soffit replacements.

- a. **Compliance with Civil Code 5500:** A motion was made that the Mutual is compliance with Civil Code 5500 by review of the January, February, and March 2020 Financial reports by two members of the Board.

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Moved, Seconded, Carried 5-0

Building Maintenance Report: Rick West

PENDING ITEMS: Proposals for review and Approval

1. 2020 Phase III Canopy Soffit Replacement Project - Contractor: Five Star Construction - @ \$9,000 each X 6 soffits = \$54,000.00. The 2020 soffit replacement Budget is \$54,000.00. Work will be completed on 3 Buildings. - The Buildings scheduled are: 2748 / 3120 & 3136.

A motion was made to approve the contract with Five Star for \$54,000.

Moved, Seconded, Carried 5-0

2. 2020 Phase III - Tile to Comp Roofing Project - Contractor: Mendoza Roofing - 3 Buildings scheduled for 2020. - Total cost \$150,000.00. The 2020 Roofing Budget is \$150,000.00. Buildings scheduled for 2020 are: 2748 / 3120 & 3136.

A motion was made to approve the contract with Mendoza Roofing for \$150,000.

Moved, Seconded, Carried 5-0

A motion was made to approve MOD for changing all the carport outlets to GFCI outlets at a cost of \$2,401.

Moved, Seconded, Carried 5-0

INFORMATION ITEMS: Work scheduled, In Progress or Complete

1. Senate Bill SB326 - Structural Engineers Inspection of Elevated Mutual components - Currently Flash Drives have been sent to Two Engineering Companies - FWC and FIG. They have toured your buildings and have been sent Jim Hogue's Mutual 29 deck inspection Report. Both Engineering companies will prepare a proposal to present to the board for approval.

Landscape Report: Wini Biehl

Wini reported that Rebecca Pollon presented the committee and board with a proposal to remove 7 inches of DG soil in walkway section and install base rock by Five Star.

A motion was made to approve the Five Star proposal for an amount of \$2,310.00.

Moved, Seconded, Carried 5-0

The committee is considering removing lawn within the mutual but that it is on hold due to budget constraints.

Social Committee Report: Sheila MacDonell

Sheila reported that all social events have been placed on hold due to the Covid-19 pandemic.

Emergency Preparedness: Mike McLaughlin

Mike McLaughlin gave the following report:

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- First the good news. Richard Geissner has taken Ron Andrejka's place as a CB radio operator. Ron graciously donated his personal CB radio to the Mutual for Richard's use. Richard started checking in on Saturday mornings in January.
- The Emergency Preparedness plan for the mutual is currently on hold.
- With all facilities closed, there is no location for CB radio check-in on Saturdays, and the other facilities are not available to the plan.
- The FRS radio check-ins continue with volunteers at the Event Center parking lot weather-permitting.
- Dennis Bell has said that if there is a major earthquake, it is probable that GRF would override the closures to implement the emergency plan.
- We are not planning to do any drills until we see how they would be feasible.
- The message to residents at this time is to be doubly sure you are prepared for an earthquake.
 - Make sure you have a two-week supply of food. (Should be easy now!)
 - Have battery backup for your cell phone, flashlights and radio.
 - Make sure you have footwear under your bed
 - Make sure all your heavy furniture and TV are securely attached to the wall.
 - These last two items will prevent the most likely cause of injury.
- I am planning on scheduling a Zoom meeting of the Emergency Team to discuss options for drills in the lockdown, and to plan our response during this year's fire season, which is predicted to be severe.
- Just to be clear, the monitors will not (should not) tell you to evacuate unless there is an order from law enforcement to do so.
- We will be inviting the Public Safety Manager Dennis Bell to our next meeting to present on the revised Golden Rain Foundation Emergency Operations Plan.

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New Business

- a. **Adopt New Election Rules:** A motion was made to adopt the new Election rules as mailed to the membership for comment on February 12, 2020.

Moved, Seconded, Carried 5-0

- b. **Appoint New Chair of the Building Maintenance Committee:** A motion was made to appoint John Davis as the chair of the building Maintenance Committee.

Moved, Seconded, Carried 5-0

Resident's Forum

Residents were afforded the opportunity to express their concerns, make comments, and have questions answered by the Board and M.O.D. staff representatives. Topic discussed included: GFCI outlets in the carports; juniper removal, masks, and help that is available to the residents.

Next Board Meeting

The next scheduled meeting is the Annual Meeting on Monday, June 15, 2020 at 9:30am in the Vista Room at Hillside. Meeting is subject to change or be held via Zoom, depending on the Shelter in Place orders.

Adjournment

President Gannon adjourned the meeting at 11:04am and the Board moved into Executive Session.

Executive Session Summary

An executive session was held to discuss legal matters, discipline, and delinquencies.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.



Assistant Secretary