



Walnut Creek Mutual Thirthy-Nine

REGULAR MEETING MINUTES OF THE BOARD
TUESDAY, FEBRUARY 21st, 2023, at 1:00PM

ZOOM AND IN-PERSON MEETING

BOARD ROOM – GATEWAY
1001 GOLDEN RAIN RD – WALNUT CREEK, CA 94595

Call to Order

President Wolfe called the meeting to order at 1:02 p.m.

Roll Call

Directors Present: Claire Wolfe, President
Victoria Haket, Vice President
Bill Claussen, Treasurer
Karen McEligot, Director at Large

Directors Absent: Mike Dwyer, Secretary

Also Present:

Clayton Clark, Building Maintenance Manager
Eddy Ibarra, Landscape Supervisor
Lucy Limon, Board Services Coordinator.

Approval of Minutes

1. Regular Meeting held on November 15th, 2022.
2. Executive Meeting held on November 15th, 2022
3. Special Meeting held on January 11th, 2023
4. Special Meeting held on January 17th, 2023

A motion was made to approve the aforementioned meeting minutes.

Moved, Seconded, Carried 4-0

Residents' Forum

A Resident's Forum was held for comments and questions from the membership. Comments included obtaining periodic reports on the status on painting and repairs to the buildings.

Committee Reports

1. **Landscape Committee: Pam Dieckman**
Pam Dickman provided the following report:

Even though the Landscape Committee cannot take credit for the beauty of Rossmoor this time of year we hope you all are appreciating the work of all those who came before us! And while we

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are giving credit, we are most grateful that the Terra Landscape crew checked storm drains before the storm and have cleaned up much debris after the storm. The annual gutter cleaning had also just been completed. The damage could have been much worse.

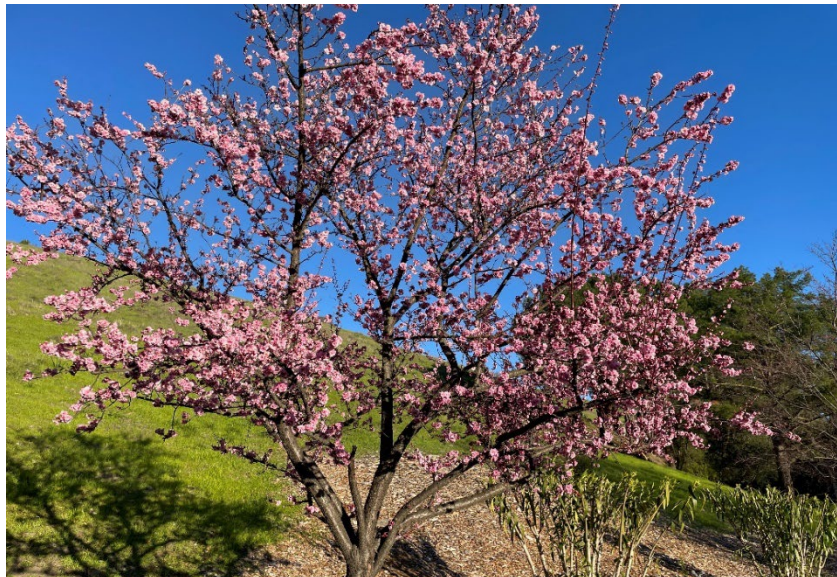
We are continuing to meet, walk our area, plan and get approval for projects that will continue to make Mutual 39 one of the best! You won't notice all the completed projects but soon we want you to look at entry 12. That space will be much improved. Another area that is very visible is at E 7A. A small poorly performing lawn was removed and a tree, boulder, rock edging (to deter turkeys), mulch and a few plants were added.

Our goal is to make the entry areas more attractive and also the landscaped areas along Saklan Indian and Terra California. Since there is a small amount of money left in this fiscal year's budget, we plan to spend it on small projects... soon to be chosen. And of course, we are already planning how to spend next fiscal year's "free days" ...where labor has already been included in the HOA.

We enjoy our work on the Landscape Committee and encourage your comments and questions.

A motion was made to appoint Ron Goldberg to the landscape Committee.

Moved, Second, Carried 4-0



Please see the attachment at the end of these minutes.

2. Governing Documents Committee: John Rice

John Rice reported that a notice in regard to the update in Civil Code 4041 has gone out to M39



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members. He encouraged residents to complete the form and return to the Board Office. The committee will be working on updates to the governing documents so that they can reflect current law. *(See report at the end of minutes)*

3. **Budget and Finance – Bill Claussen**

Bill Claussen reported on the financial reports of October 2022, November 2022, and December 2022. A special meeting was held on January 17th, 2023, where a motion was made to approve the 2023-2024 Budget as presented with a \$50 (4.7%) increase to the monthly coupon. Beginning on April 1st, 2023, the monthly coupon will change from \$1,070 to \$1,120. The biggest portion of this increase was in insurance. Financially the Mutual is in very good shape.

The Mutual will not need to borrow from reserves to pay for this year's insurance premium.

A motion was made to approve the transfer of \$16,504 from reserve to operating.

Moved, Second, Carried 4-0

A motion was made to write off \$20,992 of expenses for the fire damage in the fiscal year, either in February or March.

Moved, Second, Carried 4-0

4. **Communications Committee: Mike Dwyer**

No report was given.

5. **Recycling Committee: Victoria Haket**

Victoria Haket reported that 4 residents have moved into Mutual 39 since December. They all received their welcome packets.

6. **Building Maintenance/Alterations Committee: Karen McEligot and JohnRice:**

Clayton Clark provided the following report:

For the month of February 2023

896 Tcal drain: Near completion as a new drain and drain line was connected to drain near building. The concrete slab had to be removed to accomplish this goal. The existing drain bottom was also filled with concrete to match the flowline. Cost of \$2800.

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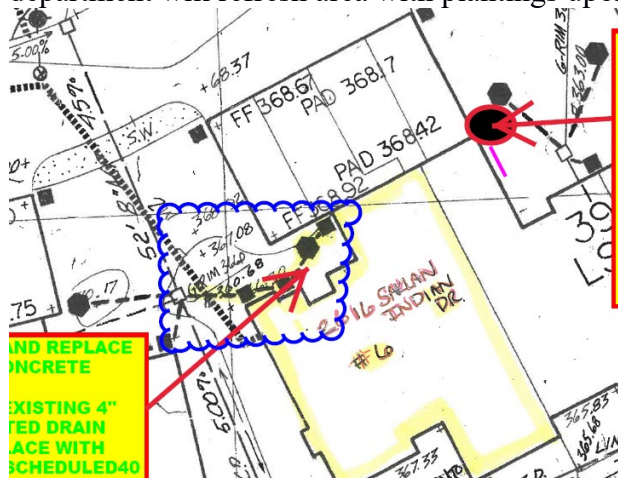
Rat retrieval at 2657 Saklan successful by Allstar Mold.

870 TCal solar panel leak: Waiting for repair confirmation so MOD can take photos confirming repair and billing out.

Damage rail at 2671 Saklan under review.

2616 Saklan drain:

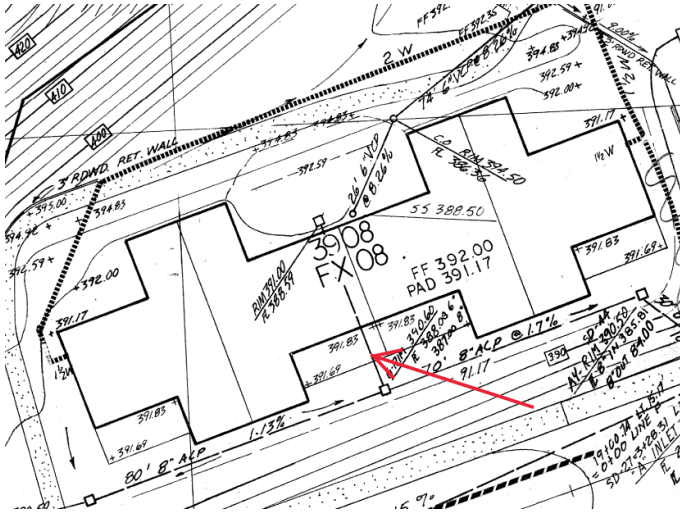
Due to flooding experienced in unit #4: drainage improvements will be made to courtyard area with grading and retaining wall refurbishment and drain for #6 will be upgraded to greatly mitigate this occurrence. Three bids obtained and Fleece construction was the lowest and best bid. The landscaping department will refresh area with plantings upon completion.



870 TCal Drain:

Five Star found plugged line possibly due to roots in rear of building. Trying to get this done this month or will go to another contractor.

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Presidents Report

President Wolfe gave the following report:

The Budget and the storm have been the main activities keeping your Board busy this past quarter. Many thanks to the Finances, Landscape and the Alterations Committees for their help in these important activities.

The increase for this year's coupon is 4.7%. Which will mean our current coupon of \$1070.00 will be raised by \$50.00 to \$1120.00

For the first two years of our existence, the Board increased the coupon substantially to build up our working capital. This planning, plus the return of PPE \$ and a budget surplus for MOD has enabled this smaller increase, despite substantial increases to our insurance, PG&E, and East Bay Mud.

Obviously, we don't have a crystal ball to know what lies ahead and what future coupons will look like. However, we do have some good news about our insurance premiums thanks to the efforts of the GRF CFO and the insurance firm that handles the GRF policy which covers the properties of all the Mutuals. Rossmoor will be provided with a flat property insurance premium for five years for the "primary" layer and the possibility for a credit back to the GRF/Mutuals if certain criteria are met. The most important thing each of us can do to assure this works to our advantage, is to be vigilant in preventing a fire.

This insurance policy covers most of the value of our property, but not all. This means that of \$1.471 Billion, there is \$41.55 Million that is not covered. As per the CC&Rs of Mutual 39, we are informing you of this situation. This does not require you to do anything to your own personal insurance and is considered to be a very minimal risk to Mutual 39.



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Thanks again to all who make Mutual 39 work so well and run so smoothly. We cannot exist without the efforts of so many volunteers. I urge you to join a committee or run for the Board to assure our continued prosperity and peaceful living.

New Business:

No new business.

Announcements

Next Meeting, Wednesday, May 24th, 2023, at 1:00 PM, in the Club Room at Creekside. This will be the Annual Meeting of the Members and the Organizational Meeting of the Board.

Adjournment to Executive Session

President Wolfe adjourned the meeting at 2:12 p.m.

Executive Session Summary

An executive meeting was held from 2:20 pm to 2:38 pm regarding member matters.

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.

Lucy Limon

**Assistant Secretary
Mutual 39**