

FIFTH WALNUT CREEK MUTUAL

REGULAR MEETING MINUTES OF THE BOARD
FRIDAY, JULY 15th, 2022, AT 11:00AM
BOARD ROOM – GATEWAY
1001 GOLDEN RAIN RD – WALNUT CREEK, CA 94595

Call to Order

President Lew called the meeting to order at 11:00 a.m.

Roll Call

Directors Present: Sandra Lew
Marlene Farrell
Mary Fielder
Joy Todd

Also Present: Lucy Limon, Board Services Coordinator and John Tawastajerna, Landscape Manager

Approval of Meeting Minutes

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

Regular Meeting Minutes May 20th, 2022
Annual Meeting Minutes July 17th, 2022
Organizational Meeting Minutes..... July 17th, 2022

The above minutes were approved as submitted.

Moved, Seconded, Carried 4-0

Members’ Forum

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board and M.O.D. staff representatives answered during the members’ forum. No comments were made.

President’s Report

President Lew reported that the project insurance increase will be at least 47%. Paul Donner also reported that insurance brokers will no longer be signing a policy for \$250k, they will require a minimum of \$1 million. MOD and GRF are looking into all options. The property tax issues were forgiven by the county and the money has been refunded. MOD and GRF have a surplus of money that will be refunded to all Mutuals depending on the number of doors.

Vice President’s Report

A report was not presented.

Secretary’s Report

A report was not presented.

Treasurer’s Report

Mary Fielder provided spreadsheets to the board for the financial as of May 2022. (See attached)

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The Board made a motion to certify compliance with Civil Code 5500 as of May 31st, 2022.
Moved, Seconded, Carried 4-0

See attached Treasurers report at the end.

Landscape Committee Report

John Tawastajerna provided the following report:

M5 Landscape Report

Landscape Maintenance from Terra

- Fire abatement work
 - o 100 ft of defensible space from buildings
 - o Pruning of low hanging limbs on trees so there is 6 ft of vertical clearance from the ground to the lowest limbs
- Edging of ivy for areas where it is growing over the edges of curbs or overgrown
- Removal of dead or dying plants

Drought Restrictions

- Mandatory 10 percent water use reduction District-wide as compared to 2020 with a plan to review progress towards achieving this goal in November.
- Updated outdoor water restrictions, including limiting outdoor watering to three times per week, prohibiting washing down sidewalks and driveways, and requiring restaurants and cafes to only provide water upon request, among other provisions.

Future Landscape plans

- Mulch
 - o 30 yards total estimated
 - o Estimated cost = \$1,500

Budget

- None used YTD
 - o Rehab = \$3220
 - o Tree = \$1000

Building Maintenance Report

Rick West, Building Maintenance Manager, presented the following report:

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. 1221 AS 2A, 3A – Installation of two new cleanouts with pop ups. located on the exterior wall of the kitchen and painted the wall body color. Cleanouts and popups are important to prevent interior damage from clogged drain lines.

Contractor: Davis Plumbing \$2,430.00. GBG \$5,059.69
Total Cost \$7,489.69.

This Project was completed in June 2022.

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2. 2022 budget includes: \$45,250.00 for Deck Coating and \$ 28,000.00 for Exterior Wood Railing Paint. Contractor: GBG - Balconies Completed. 1221 AS 4C / 1221 AS 3C / 1221 AS 3A / 1221 AS

Next candidate for 2022 deck coating - 1221 AS 2B is Out to Bid.

Estimates to be presented to the board for approval.

3. Inspection and estimate to replace all of the mutual Building Chimney Caps and Arrestors.
Contractor: Charlie Dunn & Sons. Inspection Cost \$450.00

Estimate for replacing stainless steel Flue caps / shrouds and Spark Arrestors including Labor: \$11,283.00.

(Project tabled pending further discussion by the Board).

4. Board voted to install a sign at the 4 parking spaces that belong to Fifth Mutual which are just across from 1255 and 1221. Sign Wording – “These parking spaces belong to 1209, 1221, and 1255 Avenida Sevilla and are for the use of their residents and guests only”.

Sign is on Order and will be scheduled for install when received.

5. Estimate for snaking and camera Sewer line all three buildings. 1209 / 1255 / 1221 Avenida Sevilla. Presented to the board.

A motion was made to approve the Vargas Plumbing contract for \$1,225, to perform the snaking and sewer line cleaning for building 1209, 1255 and 1221.

Moved Seconded, Carried 4-0

Reserve Study/Helsing Report

A report was not presented.

Budget and Finance Committee Report

A report was not presented.

Alterations Committee Report

A report was not presented.

Old Business

No old business.

New Business

- a. Mutual Phone Book: Lucy Limon advised the Board that the Mutual phone books has been completed and it's ready for distribution.
- b. Custodial Estimates: Rick West will look into this matter.

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Next Board Meeting

The next meeting will be the Annual Meeting on Friday, September 16th, 2022, at 11:00am, in the Board Room at Gateway.

Adjournment

President Lew adjourned the meeting 11:52 a.m.

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