

FIFTH WALNUT CREEK MUTUAL

REGULAR MEETING MINUTES OF THE BOARD
FRIDAY, MARCH 18, 2022, AT 11:00AM
BOARD ROOM – GATEWAY
1001 GOLDEN RAIN RD – WALNUT CREEK, CA 94595

Call to Order

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

Roll Call

Directors Present: Sandra Lew
Mary Fielder
Joy Todd

Directors Absent: Marlene Farrell

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager and Lucy Limon, Board Services Coordinator.

Approval of Meeting Minutes

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

Regular Meeting Minutes January 21st, 2022
Special Meeting Minutes February 11th, 2022

The above minutes were approved as submitted.

Moved, Seconded, Carried 3-0

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

A report was not presented.

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 December 2021. (See attached)

Treasurer Fielder also provided the following report:

Monies Recouped in 2021

1. 6/11/2020 \$255 paid to Waraner Bros. Tree. Tree not ours, reimbursed by M70 12/2021

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2. 7/2021 \$3800 paid to AMAC for work done on Skycrest, reimbursed 12/2021
3. 8/24/2021 Sang Electric paid \$175, not ours, reimbursed 12/2021
4. Insurance commission refund of \$2167 received
5. Mutual 70 reimbursed us for their trash bins we were charged for \$2408 for 2020; \$3390.98 for 2021
6. Republic reimbursed \$1373.35 for overcharges
7. Refund of \$790 for work order charges billed to AS Entry 2 not ours

Total Reimbursed in 2021: \$14,361.53

Monies Still to Be Reimbursed

1. Escrow reimbursement from 1221 AS #B of \$37,000
2. Mutual 70 has authorized \$2167 reimbursement for Republic charges for their trash bins we paid for
3. Republic owes us for the continuing over charges every month till bill is fixed
4. Mutual 70 to reimburse us for \$225 paid in November to Gauthier's Construction for storm drain work
5. Reserve Fund Statements for Nov and Dec. 2021 show no interest and there is always interest of \$22-25
6. Outdoor Keepers overcharged us by \$1500 for the gutter cleaning, did not have us contracted price
7. Should get very large refund from AT&T for the massive over billing for 2020 and 2021. At the very least will get large refunds for every month from Aug. 2021

Amount for certain: \$38, 542

The Board made a motion to certify compliance with Civil Code 5500.

No Financials have been made available to the Board for review.

No motion was made.

Landscape Committee Report

A report was not presented.

Building Maintenance Report

Rick West gave the following report:

ACTION ITEMS: Proposals for review or Approval

1. **1221 AS 2A, 3A – Installation of two new cleanouts with pop ups. These will be 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.**

Contractors: Five Star – Estimate \$4,725.00 / Davis Plumbing \$0.00

Proposals presented to the Board for Approval.

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

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1. 2021 budget include \$45,250.00 for Deck Coating and \$ 17,575.00 for Exterior Deck Carpentry.

Contractor: GBG - Balconies Completed. 1221 AS 4C/ 1221 AS 3C / 1221 AS 3A / 1221 AS

Total Expenditures to date \$41,942.65

2. 1221 3B Flood - Bathroom sink stopped up with both faucets left running. Damage to 3B also Damage to Unit 3A Flood damage to ceiling of master bedroom, closet, vanity, both bathrooms, hallway, & office ceiling & wall behind bookcases in office. Damage to 4A Master closet walls and floor along with additional damages.

Contractors: Protera / AMAC / Steamatic / Eisen Environmental / MOD.

YTD Cost for this project \$26,936.30 This does not include MOD Supervision and admin. Fees. (All mutual damage has been repaired. MOD to continue monitoring progress and complete final inspection).

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. New 3-year contract with Outdoor Keepers for 2022 thru 2024 for a cost of \$4,500.00.

This includes Building Roof / Balcony and Carport Gutter and Downspout cleaning. Annual cleaning in November.

(November 2021 Cleaning Completed).

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

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No old business.

New Business

Board Elections: Sandra Lew and Marlene Farrell have decided to run for another term. No other candidate's nomination was received.

Next Board Meeting

The next meeting will be the Annual Meeting on Friday, May 20th, 2022, at 11:00am, location TBD.

Adjournment

Vice President Lew adjourned the meeting 11:35 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