

# FIFTH WALNUT CREEK MUTUAL

## REGULAR MEETING MINUTES OF THE BOARD FRIDAY, SEPTEMBER 18, 2020 – DIRECTLY FOLLOWING ORGANIZATIONAL MEETING ZOOM MEETING

### Call to Order

The meeting was called to order at 10:19 a.m.

### Roll Call

**Directors Present:** Ted Todd  
Sandra Lew  
Mary Fielder  
Marlene Farrell

**Also Present:** Kelly Maki, Board Services Coordinator; Paul Donner, Mutual Operations Director; and Rick West, Building Maintenance Manager

### Approval of Meeting Minutes

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

Regular Meeting of the Board ..... July 17, 2020  
Executive Session Meeting of the Board ..... July 30, 2020

The minutes from both meetings 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

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

Treasurer Fielder reported the following balances as of August 31, 2020:

Operating: -\$2,381

Reserves: \$50,081

The Board made a motion to certify compliance with Civil Code 5500 by review of the monthly financials ending August 31, 2020.

**Moved, Seconded, Carried 4-0**

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## Landscape Committee Report

Sandra reported on the following items that were completed this year: 1221 Oaks trimmed, junipers trimmed, 1255 pine tree trimmed, dead shrub removal, Oleanders planted behind 1255-1221 to prevent soil erosion, and ivy trimmed but not removed.

## Building Maintenance Report

Rick West presented the following building maintenance report:

### PENDING ITEMS: Proposal review for Approval

1. Senate Bill SB326 - Structural Engineers inspection of elevated mutual components - Companies bidding on this project: FWC, FIG and Design Everest.  
The board has chosen FWC to complete this work in 2024 for \$27,978.00. Bids do not include destructive testing or put back costs. Work to be completed by others. (THG has establish a new Reserve funding category for this project. The Board to vote to approve the FWC proposal. A contract will follow for signatures).  
A motion was made to approve the contract.  
**Moved, Seconded, Carried 4-0**
2. 1255 TG 1A / 1B - Balcony Deck Coating and Dry Rot repairs – Contractor: A-One Construction. Work includes new Excel Waterproof Pedestrian Coating. After work began extensive dry rot was found in one of the building deck support columns. Destructive testing was performed. The cause was found at the gutter system. Bartolami Engineering inspected the project and submitted drawings to the city as needed for additional permits. Final estimated cost estimates for this project. \$48,168.00. (Work will resume as soon as the contractor receives the new city permits).  
A motion was made to approve the total cost of \$48,168 which includes change order #4.  
**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.

## New Business

- a. **Expenditures on 1255 Decks:** A motion was made on this item during the Building Maintenance Report. See above.
- b. **Raised Component Inspection Proposal to be approved by the Board:** A motion was made on this item during the Building Maintenance Report. See above.

## Next Board Meeting

The next regular meeting will be held on Friday, November 20, 2020 at 11:00am via Zoom.

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**Adjournment**

President Todd adjourned the meeting 10:43 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.

A handwritten signature in blue ink that reads "Kelly Maki". The signature is written in a cursive, flowing style.

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**Assistant Secretary**