



ROSSMOOR

WALNUT CREEK

Walnut Creek Mutual Fifty (Mutual 50)

Buildings & Facilities Committee Meeting: FRIDAY, MAY 6, 2022 AT 10:00AM

ZOOM MEETING

Join Zoom Meeting: <https://us02web.zoom.us/j/82581563938>

Meeting ID: 825 8156 3938

Audio Only: 669-900-9128

Agenda

- 1) **Call to Order** – Abbie Ogawa
- 2) **Roll Call of Members** – Rich Johnstone
- 3) **Approval of Minutes**
 - a) Meeting held on April 8, 2022
- 4) **Old Business**
 - A. Roof assessments – Abbie Ogawa & Clayton Clark
 1. Status of assessment report
 2. Plan for meeting with Avelar to discuss report
 - B. Update on replacement of M50 exterior light fixtures – Clayton Clark
 1. Status of contract with Sang Electric
 2. Status of demonstration light project at 5521 building
 - C. Status of condo smoke detectors connected to exterior alarms and whether any corrective action should be recommended to the Board (CC&Rs 6.21) – Rich Johnstone
 1. Status of research by Clayton on whether there are any local contractors who have worked with the Contra Costa Fire District regarding replacement of hard-wired (AC power) smoke detectors with exterior alarms. If there are any such contractors, the committee would like Doug to evaluate them.
 2. Preparation of a communication to owners regarding how to turn-off an exterior alarm in the event of a false alarm triggered by a smoke detector malfunction. It may be difficult for elderly owners to reach detector on/off switches on their interior ceilings.
- 5) **New Business**
 - A. Draft Camera Policy (see below). Comments and suggested changes:
 1. Does the policy cover this situation: a camera that can see only its owner's exclusive use common area, nothing else -- and is positioned inside its owner's manor, powered by a wall socket?
 2. Joint Residents Camera System: Several Owners or an entire Building can share the Camera Security System provided that the System be installed and monitored by an approved third-party Security Monitoring Company.
 3. Security System with Camera(s) may be part of an overall Safety System that includes Fire and Smoke Alarm Systems: The Basic Mutual Hallway Smoke Alarms with outside audible warning devices shall not be altered or removed.

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4. The system must be maintained or removed; Maintenance can be treated the same as Solar System or EV Charger Maintenance.
 5. Camera and all equipment are powered by the individual Resident's AC power source or battery powered at owner(s) discretion.
 6. Equipment Replacement should require a new review and permits.
- B. Draft Policy 21.3 – Overwatering of Plants on Decks
- A. All plant containers on decks must be placed in saucers or the equivalent large enough to prevent excess water from spilling on the balcony, deck and/ or patio. Plants may be watered only with watering cans, except for the following: Hoses on decks will be considered for permit by the Landscaping Committee for limitations related to disability.
 - B. Overwatering is to be avoided to prevent continual wetting of the balcony and/or deck and runoff to other decks below. To the extent that over watering promotes dry rot, the Owner shall be held liable for repairs.
- C. Possible delay of Entry 22 & 23 paving currently scheduled for 2022 due to price increases

6) Announcements

- a) Next scheduled meeting will take place on June 3, 2022, via Zoom.

7) Adjournment

Draft Camera Policy

Current Applicable Policies:

20.5 CONSTRUCTION IN EXCLUSIVE USE COMMON AREAS

In general, alterations in the exclusive use common area are subject to the same approvals (Board and City of Walnut Creek) that are required for alterations in the common areas.

Schematic diagrams or sketches may be adequate for simple jobs, but for complex jobs like enclosing a deck to provide additional living space, very careful and detailed design and construction drawings by a licensed architect or engineer are required.

Rigid design standards must be followed to eliminate water penetration into the building structure, to avoid the costly repair of dry rot. A licensed architect will review the design at the owner's cost to assure that the waterproofing details and quality of design and materials are adequate to protect the structure from potential damage. The City of Walnut Creek requires permits and will make certain the design meets all applicable building codes.

20.6 CONSTRUCTION IN COMMON AREAS

Owners must obtain written authorization from the Board before undertaking construction, alteration, or permanent installation of such things as patios, decks, fences, sidewalks, and concrete slabs in the common area. An owner who wishes to place objects in the non-exclusive common area must follow these same procedures.

Initially, the Owner must contact the Managing Agent (MOD) to determine if the proposed alteration requires a permit. If a permit is required, MOD will bring the proposal to the attention of the Mutual President. The Mutual President (or their Director designee) will grant preliminary approval or confer with the owner and MOD to discuss modifications that might make the proposal acceptable. Once the

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proposal is accepted by the Mutual President (or their Director designee), the owner must contact MOD to determine the necessary additional steps, which could include:

1. The owner issues written notice to all other owners in the Mutual who might be affected by the proposed alteration, telling them precisely what is proposed, and obtaining their written approval for the alteration.
2. The owner submitting a Resident Alteration Agreement to the Buildings and Facilities Committee and the Board for approval.
3. The owner obtaining City of Walnut Creek permits.

Proposed additional specific requirements for Cameras:

20.20 OWNER INITIATED ALTERATIONS: CAMERAS

In addition to those general requirements of Policies 20.5 and 20.6, the following specific requirements apply to a grant of permission for installation of a camera in Common Areas and Exclusive Use Common Areas:

1. The Owner/applicant shall, in all cases, provide written notice to all other Owners who may be affected by the camera installation. Such notice will include the proposed location of the camera and the range of view of the camera. At a minimum this will include neighbors residing in the same building as well as adjacent buildings. Depending on the range of the camera, it could also include all Owners in the Entryway or an adjacent Entryway, if this will be in view of the camera.
2. The range of view of the camera must be limited such that it does not infringe on the privacy of another Owner (i.e., a view of the windows, doors, interior garage, or Exclusive Use Common Areas of the other Owners). Video and audio recordings captured by the camera shall be maintained or erased by the owner and are confidential. It shall not be publicly shared or published electronically (internet), absent a request from law enforcement or fire officials. The President of the Mutual may also authorize additional use of the material when he/she deems circumstances warrant such use.
3. The Owner applicant shall sign an agreement promising to abide by these conditions, along with a drawing of the camera's location and range of view, as a condition of being permitted to install the camera.
4. Upon transfer of ownership, the camera will be removed unless the new owner assumes responsibility for compliance with the above agreement, either by endorsement or by signing a new agreement.