

WALNUT CREEK MUTUAL NO. FIFTY-NINE

REGULAR MEETING MINUTES OF THE BOARD
MONDAY, NOVEMBER 1, 2021, AT 9:30 A.M.

VISTA ROOM AT HILLSIDE
3400 GOLDEN RAIN RD
WALNUT CREEK, CA 94595

Call to Order

President Dowling called the meeting to order at 10:36 a.m.

Roll Call

Directors Present: Philip Dowling President
Myra Belfiore, Vice President
Bonnie Waxman, Treasurer
Nancy Werner, Secretary
John Tienken, Director

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

Approval of Meeting Minutes

a. Regular Meeting held on September 14th, 2021

A motion was made to approve the aforementioned minutes.

Moved, Seconded, Carried 5-0

President's Report:

No report was given.

Financial Report: Rick West

Rick West reported on the July 31st, 2021, Financials:

Operating Fund Balance: \$207,917

Reserve Fund Balance: \$556,320

Building Maintenance Report: Rick West

Rick West gave the following report:

ACTION ITEMS: Proposals Pending Review or Approval

INFORMATION ITEMS: Work Pending, in Progress, Scheduled or Completed

1. 5910 HC Handrailing and Concrete damage due to a car. Contractor: Gauthier's Construction. Replacement of damaged Handrailing and related concrete base connections. Prime and paint.

WALNUT CREEK MUTUAL NO. FIFTY-NINE

Cost \$4,989.00

This Project was completed in September. This was a Resident Billable project.

2. Mutual 59 has a new 3-year contract for Gutter and Downspout cleaning 2022-2024. Contractor: Outdoor Keepers. Includes one annual cleaning in November. Cost \$6,300.00. **Currently Scheduled for November. MOD will still take care of any emergency gutter or downspout clearing work when called in. Five Star is available for emergency underground drain line clearing work.**

3. 5920 HC 1A Patio Glass door replacement due to structural movement. Contractor: Ahumada. **Cost \$3,756.00. Door is scheduled to be install. The Mutual will have the structural engineer look at this building for any noted movement.**

4. Dryer vent cleaning for 2021 – Contractor: Bay Air Flow Estimate \$7,020.00.

This project has been completed.

5. SB326 Raised Component Structural Engineering Inspection. Phase I – 2021.
HC Buildings 5910 / 5913 / 5920

FWC Phase I - Inspection Cost \$18,915.00

Inspections were completed in late August. Inspection report was sent to the Board for review.

6. Health Dept. inspection conducted on 8/30/21. All Items will be corrected by Algae Busters.

Corrections and repairs for compliance.

Landscape Report: Rebecca Pollon

No report was given.

Report of Committees:

a. Finance Committee:

1. The final draft of the 2022 budget have been reviewed. More information to come later in the meeting.

WALNUT CREEK MUTUAL NO. FIFTY-NINE

2. A motion was made that the Mutual is in compliance with Civil Code §5500 by review of the latest financial report as of August 31, 2021.

Moved, Seconded, Carried 5-0

b. Landscape Committee – Myra Belfiore and Phil Dowling

No report was given.

c. Swimming Pool Committee – Tony Hessler and John Tienken

1. The committee agreed to contact Algae Busters for bleaching of the spa, when the pool is closed for the season.

d. Alterations Committee – Bonnie Waxman:

1. No report was given.

e. Building Maintenance Committee – Myra Belfiore and Vic Vigil:

1. No report given.

New Business

- a. Approval of 2022 Budget:** Mutual Operations Director Paul Donner presented the proposed 2022 Budget for the total basic assessment and provided the reasoning and method of operation used to draft the budget. A motion was made to approve the 2022 Budget as presented with a \$0 (0%) increase to the monthly coupon. Beginning on January 1, 2022, the monthly coupon will remain the same at \$977.

Moved, Seconded, Carried 5-0

- b. Discussion/Approval of Standardized Landscape Policy:** The Board made a motion to approve the proposed policy as presented.

Moved, Seconded, Carried 5-0

- c. Landscape Contract Renewal:** Topic was tabled. No motion was taken.

Residents' Forum

Residents were afforded the opportunity to express their concerns, make comments, and have questions answered by the Board and Mutual Operations Division (MOD) staff representatives. No comments were made.

Announcements

The next regular meeting will be held on Tuesday, January 11, 2022, at 1:30 p.m. via zoom.

Adjournment

President Dowling adjourned the meeting at 11:20 p.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

WALNUT CREEK MUTUAL NO. FIFTY-NINE

Assistant Secretary Mutual No. Fifty-Nine