

WALNUT CREEK MUTUAL NO. FIFTY-NINE

REGULAR MEETING MINUTES OF THE BOARD TUESDAY, JANUARY 11, 2022, AT 1:30 P.M. ZOOM MEETING

Call to Order

President Dowling called the meeting to order at 1:33 p.m.

Roll Call

Directors Present:

Phil Dowling, President
Bonnie Waxman, Vice President
Vic Vigil, Treasurer
Myra Belfiore, Secretary
John, Tienken, Director

Also Present: Paul Donner, Mutual Operations Director, Rick West, Building Maintenance Manager; Joel Lesser, Chief Financial Officer; Tom Cashion, Public Safety Meeting and Lucy Limon, Board Services Coordinator.

Approval of Meeting Minutes

- a. Regular Meeting held on November 1, 2021
- b. Special Meeting held on November 12, 2021
- c. Executive Meeting held on November 12, 2021
- d. Emergency Executive Meeting held on December 14, 2021

A motion was made to approve the aforementioned minutes.

Moved, Seconded, Carried 5-0

President's Report:

President Dowling reported on the last two president forums. The MOD accounting department is almost fully staffed, and the hope is to be back on track by the end of the first quarter of 2022. All Mutuals websites have been updated in an effort to be more uniform.

Financial Report: Rick West

Joel Lesser reported on the November 30, 2021, Financials:

Operating Fund Balance: \$213,972

Reserve Fund Balance: \$610,315

Building Maintenance Report: Rick West

Rick West gave the following report:

ACTION ITEMS: Proposals for review or Approval

1. 5951 AW Elevator Project – Contractor: Otis Elevator. Red tagged due to scheduled load test failure. Repair includes complete removal and replacement of the existing

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Hydraulic Cylinder.

Estimated cost \$118,774.00. Contract has been signed and material is currently on order. Mutual Board to ratify the board approval on this Otis Contract.

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

1. 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.

November Gutter cleaning was completed in November 2021.

MOD will still take care of any emergency gutter or downspout clearing work when called in. Five Star is also available for emergency underground drain line clearing work.

2. 5920 HC 1A Patio Glass door replacement due to structural movement. Contractor: Ahumada.

Cost \$3,756.00. Door installation completed. New exterior building tile replacement by unit 1A Contractor: Fleece Construction cost \$2000.00. The Mutual will have the structural engineer look at this building in spring for any noted movement.

3. Dryer vent cleaning for 2021 – Contractor: Bay Air Flow Estimate \$7,020.00. **This project is currently in progress.**

4. SB326 Raised Component Structural Engineering Inspection. Phase I – 2021.
HC Buildings 5910 / 5913 / 5920
Phase II Scheduled for spring / summer - 2022.
AW Buildings 5951 / 5954 / 5961

FWC Phase I 2021 - Inspection Cost \$18,915.00

FWC Phase II 2022- Inspection Cost \$19,950.00

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

5. Health Dept. inspection correction list. All Items will be corrected by Algae Busters. **Corrections and repairs for compliance in progress.**

Landscape Report: Rebecca Pollon

No report was given.

Report of Committees:

a. Finance Committee:

1. A motion was made that the Mutual is in compliance with Civil Code §5500 by review of the latest financial report as of November 30, 2021.

Moved, Seconded, Carried 5-0

b. Landscape Committee – Myra Belfiore and Phil Dowling

Myra reported that the committee will meet with Rebecca to discuss the plan for 2022. If the membership has any suggestions, please contact Myra.

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c. Swimming Pool Committee – John Tienken and Tony Hessler

In 2021 there was 867 signatures for the pool. This is mainly because most people thought the pool was closed because of the pandemic. The committee to buy new picnic tables.

d. Alterations Committee – Vic Vigil and Myra Belfiore

1. No report was given.

e. Building Maintenance Committee – Bonnie Waxman

1. No report given.

New Business

- a. Otis Contract:** Otis performed a state mandated load test on the M59 elevators and one failed. Due to this the elevator had to be completely shut down. The Board is working diligently with MOD, Securitas, and OTIS to have the elevator repaired as soon as possible. The hope is to have the elevator repaired by spring.
- b. Discussion of SB1383 (Food Waste Recycling) and SB908 (Debt Collection):** Vic Vigil gave a brief PowerPoint on how these two new bills affect the Mutual. No action 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. Comments included the elevator shutdown.

Announcements

The next regular meeting will be held on Tuesday, March 8, 2022, at 1:30 p.m. via zoom.

Adjournment

President Dowling adjourned the meeting at 3:48 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

Assistant Secretary Mutual No. Fifty-Nine