

WALNUT CREEK MUTUAL NO. FIFTY-NINE

REGULAR MEETING MINUTES OF THE BOARD
TUESDAY, JULY 12th, 2022, AT 1:30 P.M.

ZOOM AND IN-PERSON

BOARD ROOM – GATEWAY
1001 GOLDEN RAIN RD
WALNUT CREEK, CA 94595

Call to Order

President Dowling called the meeting to order at 1:30 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; John Tawastajerna, Landscape Manager; and Lucy Limon, Board Services Coordinator.

Approval of Meeting Minutes

- a. Regular Meeting held on May 10th, 2022
- b. Special Meeting held on May 10th, 2022

A motion was made to approve the aforementioned minutes.

Moved, Seconded, Carried 5-0

President's Report:

Phil Dowling reported that Joel Lesser has created a new employee chart to have better contact with the new accounting employees. The projected insurance increase for this year is 47%. It was also reported that the county has forgiven the missed property tax payment, that money has been received. The MOD and GRF surplus will be refunded to all the Mutuals.

Management Report: Paul Donner

Paul Donner reported Sofia Genove has been hired as the new Business Operations Manager. Donner reported that insurance brokers will no longer be issuing policies with a \$250k deductible, insurers are looking at a minimum deductible of \$1million. This topic will be addressed at the upcoming budget meetings.

Financial Report: Rick West

Paul Donner reported on the May 31, 2022, Financials:

Operating Fund Balance: \$206,005

Reserve Fund Balance: \$536,148

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Building Maintenance Report: Rick West

Rick West gave the following report:

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

1. SB326 Raised Component Structural Engineering Inspection.
Phase I – Completed in 2021. HC Buildings 5910 / 5913 / 5920
Phase II Scheduled for 2022. AW Buildings 5951 / 5954 / 5961
FWC Phase I 2021 - Inspection Cost \$18,915.00
FWC Phase II 2022- Inspection Cost \$19,950.00
Phase II Inspection is currently scheduled for Sept. 2022.

2. 2022 Pressure washing. Contractor: Welcome Building Maintenance.
**HOT WATER HIGH PRESSURE WASHING: BREEZEWAYS - ENTRIES, WALKWAYS & STAIRWELLS
6 x \$600.00 = \$3,600.00 / HOT WATER HIGH PRESSURE WASHING: WASH, SCRUB & VACUUM
ELEVATOR LANDING AREA ON FIRST FLOOR 6 x \$500.00 = \$3,000.00 / TRASH CHUTE & TRASH
CHUTE ROOM DEEP CLEANING 6 x \$300.00 = 1,800.00 / HOT WATER HIGH PRESSURE
WASHING: GARAGES ***INDIVIDUAL PARKING STALL DEEP CLEANING (DEGREASING
W/SOLUTIONS AND RECOVERY) UPON
SPECIAL REQUEST \$50 x 6 \$300.00 = \$1,800.00
Total Cost \$10,200.00
This project has been completed.**

3. Sang Electric to inspect the Garage Carbon Monoxide Fans and sensors in all of the Garages. Sang will send an estimate to replace any of the sensors if needed.

Proposal to be presented to the Board for approval.

4. 2022 Window Cleaning Contract. Contractor: Fish Window Cleaning.
Total Cost \$8,334.00. This project has been completed.
5. New 8FT LED Lights to be installed in the garages of Buildings 5910 and 5920.
**Out to Bid - Sang Electric and KR Electric
Proposal to be presented to the Board for approval.**
6. New Tankless water heater maintenance agreement with Leapfrog plumbing.
**New revised 2022 agreement Total Cost \$7,950,00
Proposal to be presented to the Board for approval.**

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Landscape Report:

John Tawaststjerna reported that MOD days will be from August 15th-19th. John also reported on the EBMUD restrictions. Brightview will be performing general pruning.

Report of Committees:

- a. **Finance Committee:** Treasurer Vigil presented the report attached at the end. A motion was made that the Mutual is in compliance with Civil Code §5500 by review of the latest financial report as of May 31st, 2022.
Moved, Seconded, Carried 5-0
- b. **Landscape Committee – Myra Belfiore and Phil Dowling**
No report.
- c. **Swimming Pool Committee – John Tienken and Tony Hessler**
The pool has reopened April 15th and will close for the season on November 15th. So far only 10 people have signed up. The gate problem is now fixed. New tables and chairs have been delivered and food is now being allowed inside the pool area.
- d. **Alterations Committee – Vic Vigil and Myra Belfiore**
 1. No report was given.
- e. **Building Maintenance Committee – Bonnie Waxman**
 1. No report was given.

Old Business

None.

New Business

- a. **Mutual 59 – 2022 Election:** Lucy Limon, Board Services Coordinator, a call candidate has been posted in the Rossmoor News. Deadline for nominations is August 1st, 2022, at 12pm. Two seats are up for election, incumbent Myra Belfiore has agreed to run for another term.
- b. **Updating CC&R's contract:** Vic Vigil presented the Board with the Adams Stirling contract to restate the CC&R's. The Board will review the contract and make a decision at the next meeting.

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, September 13th, 2022, at 1:30 p.m., in the Board Room at Gateway and via zoom.

Adjournment

President Dowling adjourned the meeting at 2:45 p.m.

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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

DRAFT