

WALNUT CREEK MUTUAL NO. FIFTY-NINE

REGULAR MEETING MINUTES OF THE BOARD
TUESDAY, MAY 10th, 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: Bonnie Waxman, Vice President (Zoom)
Vic Vigil, Treasurer
Myra Belfiore, Secretary
John, Tienken, Director

Directors Absent: Phil Dowling, President

Also Present: Paul Donner, Mutual Operations Director, John Tawastajerna, Landscape Manager; and Lucy Limon, Board Services Coordinator.

Approval of Meeting Minutes

- a. Regular Meeting held on March 8th, 2022
- b. Special Meeting held on March 23rd, 2022

A motion was made to approve the aforementioned minutes.

Moved, Seconded, Carried 4-0

President's Report:

Myra Belfiore for Phil Dowling:

Myra reported on the new admin hires at MOD. Insurance premiums have increase on average 26.7% throughout Rossmoor. For M59, insurance has actually decreased because of M59's fire history also because of the indoor sprinklers. In 2021, 621 people moved into Rossmoor. No final conclusion has been reached on the management agreement, hopefully that can be closed soon. Joel Lesser reported on the staffing issues in the accounting department, at the moment accounting is fully staffed and catching up to speed pre-pandemic. Myra briefly discussed the missed property taxes payment and the big penalty fee that MOD had to pay. She advised that MOD is working to have that penalty fee forgiven.

Management Report: Paul Donner

Paul Donner reported that Lisa Kam has been promoted to Administrative Services Manager. Dave Peakes has been promoted to replace Doug Hough's after he retires in June. Chris Preminger has resigned, he will be moving to Iowa, Paul hopes to have his position filled by June 15th. The property tax penalty was paid with the MOD working capital, hopefully that penalty will be waived and refunded.

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Financial Report: Rick West

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

Operating Fund Balance: \$203,501

Reserve Fund Balance: \$520,909

Building Maintenance Report: Rick West

Rick West gave the following report:

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

1. 5951 AW Elevator Project – Contractor: Otis Elevator. Red tagged due to load test failure. Repair included complete removal and replacement of the existing Hydraulic Cylinder. Total cost \$136,464.00. (Work has been completed).
The Elevator Re-Grand opening was on April 20th, 2022.
2. 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 June 2022.
3. 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 \$10,200.00
Proposal Signed and waiting for Contract signatures.
4. Fire Protection Management to inspect the Garage Carbon Monoxide Fans and sensors in all of the Garages. FPM will send an estimate to replace all of the sensors that are in the garages.
Proposal to be presented to the Board for approval.
5. 2022 Window Cleaning Contract. Contractor: Fish Window Cleaning.
Scheduled for June 1st.
Proposal to be presented to the Board for approval.
6. New 8FT LED Lights to be installed in the garages of Buildings 5910 and 5920.
Proposal to be presented to the Board for approval.

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7. New Tankless water heater maintenance agreement with Leapfrog plumbing.
Proposal to be presented to the Board for approval.

Landscape Report:

John Tawaststjerna gave the following report:

Mutual 59 Landscape Report

MOD Days

- 5/11 to 5/27 (13 total days)
- Mulch Zone A
 - o Autumnwood Entries 1 & 3
 - o Estimated 260 yards total
 - Estimated \$13,000

Landscape Maintenance

- Fire abatement work
 - o 100 ft of defensible space from buildings
 - o Pruning of low hanging limbs on trees so there is 6 ft of vertical clearance from the ground to the lowest limbs
- Edging and removal of vinca for areas where it is growing over the edges of curbs
- Organic spraying of weeds that are becoming rampant in vinca

Drought Restrictions

- **Mandatory 10 percent water use reduction** District-wide as compared to 2020 with a plan to review progress towards achieving this goal in November.
- **Reinstatement of the Excessive Use Penalty Ordinance.** The ordinance sets a threshold of roughly 1,646 gallons of water per day for households. Households who exceed the threshold will receive one warning, and then will face fines of \$2 for every 748 gallons of water above the threshold.
- **Updated outdoor water restrictions,** including limiting outdoor watering to three times per week, prohibiting washing down sidewalks and driveways, and requiring restaurants and cafes to only provide water upon request, among other provisions.

Report of Committees:

a. **Finance Committee:** No report.

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. The spa will be in use through the end of the year. Tony Hessler keeps a list of all the people who signed up and who attend. The gate now has a digital code in order to come in. A leak was found in the pool that is carefully being observed. New tables and chairs have been delivered and food is now being allowed inside the pool area.

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d. Alterations Committee – Vic Vigil and Myra Belfiore

1. One alteration request for an electric vehicle.

e. Building Maintenance Committee – Bonnie Waxman

1. No report given.

Old Business

- a. Elevator Updates:** All repairs have been completed and the elevator is functioning normally.

New Business

- a. Mutual Attorney:** Melissa Ward, Mutual Attorney, has become a partner at Adams-Stirling, the Board has to decide if they will stay with HGCT or transfer to Adams-Stirling. This matter to be addressed during the executive session.
- b. M59 Landscape Walk Around:** Myra and Phil to contact John Tawastsjerna and arrange a walkaround to address all the items that need immediate attention.

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.

Announcements

The next regular meeting will be held on Tuesday, July 12th, 2022, at 1:30 p.m, in the Board Room at Gateway.

Adjournment

President Dowling adjourned the meeting at 2:16 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