

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, APRIL 15, 2021 AT 2:00 P.M. ZOOM

President Jill Alley opened the meeting at 2:00 p.m. Directors Roger Svoboda, Jeff Cheung, Dennis Johnsen, and Wally Brohaugh were present.

Seven resident members were present.

Staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager, Steve Ormond, Landscape Supervisor-excused; and Anne Paone, Assistant Secretary.

CONSENT CALENDAR

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – March 18, 2021
Special Meeting – March 26, 2021

Ms. Alley asked for any additions or corrections to the minutes. Hearing none, Ms. Alley declared them approved.

MEMBERS' FORUM

No questions or comments.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Cheung reported the February and March financials had an error, so they will not be approved at this time, per civil code #5500.

The February operating fund balance was \$97,171. The reserve fund balance was \$1,338,861.

Mr. Cheung will follow-up with Tess Haskett regarding moving \$500,000 to the Sweep Account. Mr. Cheung reported he is trying to match the trash bins with MOD's or Republics' inventory.

LANDSCAPE REPORT

Mr. Johnsen gave the following report:

1. Status of Small Landscaping Requests Program. The Board approved three work orders for small projects for the first quarter of the budget year for a little more than \$1700 of the total \$4000 allotted by the board for such requests. Removal of dead or dying plants and

replanting will occur in entries 6, 7, and 8 and 7 yards of mulching will be distributed as needed throughout the mutual. Preparations for proceeding with the work are presently being coordinated with Brightview.

2. Work order coordination. Attention is continuing to be given to improve the Work Order process and we are experiencing some successes. The basic rule is that any work order with a cost involved should be submitted by residents only through the LC entry rep concerned. Once reviewed and approved, by the LC, the WO is forwarded to MOD and the Board for final approval. For those WO involving no direct cost, a good example being pruning that is provided as a contractual service by Brightview, residents can contact the MOD work order desk directly for work desired. We have had two examples in the last couple of weeks where this system was put to the test and worked well.

3. Unauthorized plantings in common space. There continue to be at least a few examples of potted plants being placed in common space contrary to mutual rules. Entry reps have expressed concerns about being seen as part of the process of enforcing this policy. However, consensus was reached that, while entry reps should be sensitive to noting such violations if they occur, the Board has primary responsibility for enforcement of the policy.

4. Fall protection and unsafe access to residential utility closets. There have been at least several recent examples identified of that access on steep slopes next to residential utility closets is being compromised by erosion and deterioration to the point of becoming dangerous for workers and posing a serious safety risk. The most recent example is E4 3316 where significant work has been performed to address rot and termite problems. The committee feels that there might be similar unidentified problems elsewhere in the mutual and that there is a need to further document their existence. With respect to 3316, the LC feels that the problem needs to be promptly addressed and is prepared to study and propose, with the cooperation of MOD, an effective fix. Like the building drainage and maintenance problems that have already been identified, this is one that may involve overlapping interests in building maintenance and landscaping and their respective responsibilities may need clarification. We still would like to do a walk through survey of drainage needs with the building committee.

5. Tree Service. A survey was recently completed by the LC to specifically identify trees in the mutual that will need to be removed in the near future to meet safety, fire prevention, and residential structural integrity. The results of the survey have been provided to the Waraner tree service for a cost estimate, which is pending. Aging pines in the mutual, 13 in number, pose the most pressing need, followed by about half 5 large mature redwoods growing too close to buildings, 5 Oak volunteers, two liquid amber growing in the courtyards of one of the atria buildings in entry 5, a small number of undesirable privets, and therapy pruning of heritage oaks. It is expected that it will be possible to complete this work within the current annual budget for tree service, staging it out in subsequent years if necessary.

6. Use of Herbicides. Would very much like to review with MOD of the policy and decision making process concerning the use of herbicides. More specific than just weed control and fire prevention. Presently unclear.

7. Would like to express continuing concern with how Steve Ormond is doing and how much we miss him. At the same, time thank Rebecca Pollon and Eddie Ibarra for all they've done in the interim helping us out.

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

ACTION ITEMS: Proposals for review or Approval

1. 2021 Phase I Building Dry Rot repair work. Contractor: MOD.
Estimated Cost \$14,766.00.
Additional cost from discovering additional dry rot may lead to change orders.
(Work schedule to begin in May).
Mr. Johnsen moved to approve \$14,766 for 2021 Building dry rot repair. Mr. Cheung seconded and the motion carried without dissent.
2. 3852 TG 1A Excel Waterproof Deck Coating Contractor: GBG
Estimated Cost \$3,297.56.
(President signed on April 15th to be ratified by the board)
Ms. Alley approved.
3. 3838 T.G. Retaining Wall
5-Star \$5,725; GBG \$6,986; AMAC \$25,150
Mr. Johnsen moved to approve the proposal from 5-Star in the amount of \$5,735. Mr. Cheung seconded and the motion carried without dissent.

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. Phase I Building Painting - This will include 9 buildings, 3 carports and 3 trash enclosures.
This Project was awarded to Pacific Trim.
Cost \$165,305.00.
(Project schedule to start July 2021)
2. 1289 AS 2B Front Entry and Back Deck Repairs and Excel Coating.
Contractor: AMAC
Total estimated cost \$15,440.00.
(Contractor scheduling with the resident to complete this project by mid-April).
3. 1281 AS 2B Deck Coating – Due to negative slope causing water to puddle and flow toward sliding glass door.
Project will include Excel water proofing coating. Contractor: AMAC.
Estimated Cost \$12,070.00
(Work scheduled after completion of 1289 Deck Coating).
4. 3330 TG Building Breezeway Beam/ Column Dry Rot repairs and Tongue & Groove Board replacement -

Contractor: AMAC. Total Cost \$64,515.00.
(This project Has been completed).

5. 3316 TG 1A Window leak and Termite Treatment. Custom Exterior is completing water intrusion work.
Kingsway has also inspected the unit and send estimated cost for Termite Treatment and carpentry repairs.
Additional prolonged exterior dry rot was discovered and will be billed to the mutual.

Total Estimate to date \$15,585.00.

(In negotiations with Custom Exterior over Stucco and Dry Rot billing - Work is in Progress).
6. 3330 TG Building - Excel Waterproof Fire System Breezeway coating.
Contractor: A-One Construction
Cost \$31,645.00.
(Project Scheduled to be completed in April).
7. Garage Door Replacement - Contractor: B & C Garage Doors. Installation of last remaining 7 doors in Entry 2.
Cost \$8,245.00. Budget to complete this project \$60,000.00.
(Installation scheduled with residents in progress).
8. Senate Bill SB326 - Structural Engineers inspection of elevated mutual components –
Contractor: FWC - The project will be completed in 4 phases over 4 years.
Contract does not include destructive testing or put back costs. To be completed by others.

Total Cost \$121,989.00.

Phase I Map sent to the BOD for review.

(FWC is currently putting a 2021 schedule together for the board to review).
9. 3761 TG 1A / 1B – Deck Coating and Repairs. Contractor: A-One Construction - Estimate
1A Total cost \$19,774.00. 1B Total to date \$36,747.00
(This Project currently is in Progress)

GOVERNING DOCUMENTS

Mr. Svoboda reported he has redistributed the current draft of the leasing and harassing policies to the Board. Please provide feedback prior to the next Board meeting.

EMERGENCY PREPAREDNESS

No report.

PRESIDENT'S REPORT

Ms. Alley reported the following:

- Signs for addresses and carports are ordered. Should take about 10-14 days to receive them.
- There are 17 open alteration projects.
- Residents are calling about construction noise and inconvenience.
- The Mutual Management Agreement is under consideration. A group is looking at it. There is a question about indemnity and they may want some changes.
- An orientation will be scheduled for the new Board members in May.

OLD BUSINESS

None

NEW BUSINESS

Microgrids – Barry Brian discussed the prospect of the installation of microgrids for Mutual Seventy. There will be a change in the tariff in November. He is not sure if people may opt in or out of the program. There is a letter of intent that various Mutuals may approve, but it must be done in May. If approved, Table Rock will do studies. Table Rock will be the financial partner. Residents can save 30% at no cost. There is also a battery back up with the grid. There is no borrowing by Mutuals or members. The Mutual would enter into an agreement with the entity that had the grid. The Mutual would pay a leasing fee to the entity that is setting it up.

ANNOUNCEMENTS

The next meeting – Board Meeting: Thursday, May 20, 2021 at 2:00 p.m. via Zoom.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:11 p.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy