

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, FEBRUARY 17, 2022 AT 2:00 P.M. ZOOM

President Herma Lichtenstein opened the meeting at 2:00 p.m. Directors David Kirkpatrick, Jeff Cheung, Janet Maleski, and Wally Brohaugh were present.

Nine resident members were present.

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

CONSENT CALENDAR

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – January 20, 2022

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

MEMBERS' FORUM

There were no comments or questions.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Cheung gave an in-depth financial presentation.

The December ending balance in the operating fund was \$363,902. The ending balance in the reserve fund was \$1,080,395.

Mr. Cheung moved to certify the Board's compliance with civil code #5500. Ms. Lichtenstein seconded and the motion carried without dissent.

LANDSCAPE

Ms. Lichtenstein gave the following report:

The landscape committee met on February 8th.

1. The committee discussed plant replacement quantities and will work to provide plans based on the proposed numbers should the water situation prove favorable.

Brightview has given a budget proposal which totals \$15,650 and includes plants, trees and mulch.

2. Steve Ormand requested bids to remove the heritage oak at entry 8 and the low bidder was Hamilton Tree service at \$5960. Based on the arborist report the tree needs to come out as soon as possible.
3. Steve Ormand and the committee will also review remaining fire abatement in March and solicit three bids for board review and approval.
4. Brightview was given entry reports and walked all the entries after the meeting. Work has already been completed in entries 5 and 6.
5. The committee also reviewed water use and will strive to minimize drought impacts.

Ms. Lichtenstein reported that they are waiting for any water restrictions from EBMUD before planting.

Ms. Lichtenstein moved to approve the proposals in her report for BrightView in the amount of \$15,650 and Hamilton Tree Service in the amount of \$5,960. Mr. Kirkpatrick seconded and the motion carried without dissent.

A voice vote was taken. All Board responded aye.

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. 3425 TG AND 3535 TG Pressure washing to remove mold and moss. Work order is for top and bottom of stairs only.

Contractor: MOD Estimate \$195 for each Building.

Scheduling to be completed through the workorder Desk.

2. 3773 TG 1A - Termite and Carpentry Dry Rot Repairs and treatment. Resale Property.

Contractor: Kingsway. Estimate \$4,600.00.

Termite work has been completed. Waiting for deck tile removal to complete carpentry repairs.

3. 3425 TG 2C - Garage Roof Rain Leak. Replacement of 3 sheets of water damaged firewall.

Contractor: ASM Cost \$1,450.00.

Resident is asking for rain before completing work.

4. 3316 TG Building Foundation Support. MOD received the Bertolami Civil Engineering report on the Foundation.
The Mutual Board hired the Structural Engineering Company - FWC produced a report for this project.

FWC recommended core sampling and testing of the Concrete Tie Beams under the foundation.

Applied Materials & Engineering (AME) completed the 4 core samples and testing for FWC.

Project will go back out to bid as soon as the Building Committee reviews the scope of work from FWC.

Contractors: AcuStruct Structural Construction / NCC Ned Clyde Construction / AMAC

Board approved AME proposal for \$4,170.00.

5. 3425 TG 2C Deck Excel coating. Contractor: - GBG Cost \$6,274.00.

This project is currently in progress.

6. Termite inspection and treatment for Phase I Buildings and carports in Entry 2

Contractor: Kingsway - Estimate total of \$3,970.00 to complete selected items on 5 Buildings.

Kingsway's completed inspections on 9 buildings for a total of \$4,115.00.

All remaining items going out to bid and will be budgeted for 2022 completion.

7. 1277 AS 2A and Building– Termite Report and Section one carpentry items. Window leak, Interior dry wall repairs.

Contractors: ASM / GBG: Estimate \$20,395.28. (This project is in progress).

Contractor: Ahumada – Installation of two new fiberglass double exterior storage closet doors including paint.

Estimate \$2,482.70. (This project is complete).

Contractor: AMAC - Rear Deck Excel Coating.

Estimated Cost - \$4,332.00

(This project is complete).

Contractor: Kingsway - completed items 1A, 1C, 1D

Cost \$2,700.00.

(This project is complete).

Grand total \$29,909.98.

8. 3838 TG 2A / 2B Rear Deck Coating / Chimney / Stucco wall and deck Dry Rot repair project.

Contractor: GBG

Estimated Cost to date including Change Orders \$52,923.37

This work is currently in progress.

9. 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
Phase I Entry 2 Inspections have been completed - cost \$29,250.00.

Total Project Cost \$121,989.00.

The FWC's Report was sent to the Board for Review.
Scope of work to be completed by FWC and sent to out to Bid.

10. 3330 TG 1C – New 600 Amp 6 Meter Main Panel Replacement. Due to Panel Failure.
Contractor: Pure Electric Estimated Cost \$12,228.00.
Replacement will be scheduled as soon as new Panel arrives and PG&E is available to re-energize the panel.

Mr. West talked about deck coatings. Ms. Lichtenstein asked him to get more information.
Ms. Lichtenstein moved to approve \$800 for a deck coating survey. Mr. Cheung seconded and the motion carried without dissent.
A voice vote was taken. All Board responded aye.

Mr. West reported that the sent out for bids for asphalt work.
Ms. Lichtenstein moved to preapprove a NTE amount of \$150,000 for foundation repairs at 3316 Terra Granada. Mr. Cheung seconded and the motion carried without dissent.
A voice vote was taken. All Board responded aye.

Mr. Brohaugh discussed exterior light fixtures. There are no numbers from Sang yet. LED will consume half of the current amount of electricity being used.
Mr. West reported 3852 Terra Granada 2A had work done due to a rain leak on the storage closet.
Ms. Lichtenstein moved to approve the proposal from 5-Star in the amount of \$1,750 for repairs at 3852 Terra Granada 2A. Mr. Brohaugh seconded and the motion carried without dissent.
A voice vote was taken. All Board responded aye.

Mr. West reported concrete tripping hazards at 3288 Terra Granada.
Ms. Lichtenstein moved to approve proposal from 5-Star in the amount of \$980.00.
Mr. Kirkpatrick seconded and the motion carried without dissent.
A voice vote was taken. All Board responded aye.

GOVERNING DOCUMENTS

They will update the accounting section due to the new state law.

COMMUNICATIONS

Ms. Maleski reported there is no meeting this month. They are working on the next newsletter. They received good feedback on the newsletter that was previously sent.

EMERGENCY PREPAREDNESS

Ms. Lichtenstein reported that Securitas is trying to organize an evacuation drill to be held in April.

PRESIDENT'S REPORT

No report.

OLD BUSINESS

None

NEW BUSINESS

Painting and Inspection Schedules tabled for next meeting.

ANNOUNCEMENTS

The next meeting – Regular Meeting: Thursday, March 17, 2022 at 2:00 p.m. – Zoom.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:14 p.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy