

## MINUTES

### WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, FEBRUARY 20, 2020 AT 2:00 P.M. BOARD ROOM – GATEWAY COMPLEX

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

Approval of Minutes: Regular Meeting Minutes – January 16, 2020  
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 that there were no January financials available yet. The year end for December 31, 2019 was \$115,057 in the Operating fund and \$902,695 in the Reserve fund for a total of \$1,017,752. The major expenses were for water (\$126,000 paid) and PG&E (\$37,000 over budget). The reserve expenses came in on budget. Mr. Cheung reviewed the numbers for 2020. He believes that the budget for 2021 should have a 50% increase for insurance. Mr. Cheung reviewed the PowerPoint presentation regarding costs and timing related to SB326 and the inspections of balconies. The Board approved the review of the December financials in accordance with #5500.

#### LANDSCAPE REPORT

Mr. Ormond reported that the Board previously asked for a maintenance schedule. He provided this to the Board. The committee is working on a new plant palette. They are also working on long range plans. Mr. Johnsen reported that 3852, E8 was overlooked during rehab. The committee would like to rehab it. They are coming up with an estimate.

## MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

### INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. 3425 TG Tree Damage – Contractor: MOD / AMAC–  
Required new Gutters & Downspouts, 2 new scuppers,  
New DuraLast roof material / Destructive testing and Stucco repairs.  
Breezeway Edge Flashing / New felt, Bats and Roof tile over garage / New skylight.  
Also, a 6-foot section of Metal Railing replacement due to damage.

Total Project cost \$12,807.00.

(Emergency Repair Work has been completed).

2. Garage Door Replacement - Contractor: B & C Garage Doors -  
Estimate to complete Entry 3 is \$7,385.00 for 7 single doors.  
Entry 3 is scheduled to be billed in 2020.  
The remaining 38 garage doors are scheduled to be completed by the end of 2020.

2020 Budget \$60,000.00.

(Status update)

3. 3535 TG – Breezeway deck coating for upper two walkways. Excel textured waterproof  
coating  
will be installed. Contractor: A-One Construction

Cost \$31,645.00.

(Schedule pending weather).

4. SB326 Funding Discussion – Reserve Funding Summary sheet is in your packet.

Mr. West reported that he had OTIS go out to check the elevators. They found a few things that needed to be adjusted. He received a report form OTIS. He is making sure that there are no other entrapment issues.

The cost for the leaking window at 3625 Terra Granada was \$1,707. This should be a resident billing.

## GOVERNING DOCUMENTS

Ms. Alley reported that there are new Voting & Election Rules. They have been posted on the Mutual website at Rossmoor.com for review. There is an open meeting scheduled on March 3<sup>rd</sup> for comments from residents and to adopt the new rules.

The Operating Rules draft will be sent out to the membership next month. Roger Svoboda, along with Jeff and Roseanne Cheung have spent many hours working on these changes. Ms. Alley has composed a cover letter. Mr. Svoboda will need to review all before it is sent out.

## EMERGENCY PREPAREDNESS

Mr. Salomon reported that the Rossmoor EPO has two new people running it.

## PRESIDENT'S REPORT

Ms. Alley reported the following:

The Presidents' Forum was held on January 27<sup>th</sup>.

- Gate access and back-up security issues were discussed
- Paul Donner presented the MOD organizational chart
- Refund from MOD was announced. It will come after GRF audit is completed
- Republic Services-missed pick-ups were discussed

Ms. Alley discussed Mutual 70's electrical box inspections. The Helsing report lists this as every 10 years for inspection of both exterior and interior panels. The original interior panel is the Mutual's responsibility.

There have been 18 solar installations to date in Mutual 70.

Ms. Alley has created an Update for the membership on items from 2019 and items for 2020. The Board will give her their comments or additions to the update by Monday.

## OLD BUSINESS

None

## NEW BUSINESS

Appointment of Inspector: *Mr. Salomon moved to appoint Michael Leinbach as the Inspector of Elections for the 2020 Director election. Mr. Cheung seconded and the motion carried without dissent.*

## ANNOUNCEMENTS

The next meeting – Board Meeting: Thursday, March 19, 2020 at 2:00 p.m. in the Board Room at Gateway.

## ADJOURNMENT

Having no further business, the meeting adjourned at 3:26 p.m.



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Anne Paone, Assistant Secretary  
Walnut Creek Mutual Seventy