

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, JANUARY 20, 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.

Eight resident members were present.

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

CONSENT CALENDAR

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – November 18, 2021
Executive Session Minutes – November 18, 2021 and
February 25, 2021

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 announced that Ken Handy will not be able to join the Finance Committee at this time.

Mr. Cheung gave an in-depth financial presentation.

Mr. Cheung reported the Mutual is under budget in insurance by \$55,070. The Mutual is over in Utilities by \$31,126. The YTD operating fund has \$876,243 and the YTD reserve fund has \$1,337,128.

Mr. Cheung reported that every Mutual treasurer has joined the Mutual Treasurers Club. Mutual 5 and Mutual 48 have the same building style and composition as Mutual Seventy. They share the same concerns regarding reserve fund planning. The treasurers and building chairs of these Mutuals should meet with Mutual 70's treasurer and building chair to discuss these concerns.

LANDSCAPE

Mr. Donner advised the Board that Rebecca Pollon, Landscape Manager turned in her notice as of February 11, 2022.

Ms. Lichtenstein gave the following report:

The landscape committee met on January 18th.

1. December workday projects have been completed. This work included addition of three dry creek areas, access step repair in three areas, installation of rock walls for erosion and maintenance reduction, cobble placement, irrigation repair and reduction, limited planting using propagated shoots from existing plants.
2. Limited plant replacement in Entry 8 at the three story building.
3. Bright view contract has been finalized with a guaranteed base price with a 2% escalator over five years. The new contract also includes enhanced maintenance levels. Brightview's new foreman is very proactive and adept at using their maintenance tracking tools. We are already seeing a better response to work requests as well as a better understanding of the bigger issues.
4. The committee continues to discuss additional plant replacements and plans are to meet with individual Entry Representatives in February to draft design sketches for replacement.
5. Additional tree removal will occur this year and Steve Ormand will review the areas for multiple bid pricing.

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

ACTION ITEMS: Proposals for review or Approval

1. 3425 TG AND 3535 TG Pressure washing to remove mold and moss. This is to prevent slipping hazards on stairs and walkways as needed. This project is currently out to bid to – Contractors: MOD / Welcome Services / Perfect Painting.
Bids to be presented to the Board for approval.

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

Contractor: Kingsway. Estimate \$4,600.00.

Presented to the Board for Ratification.

*Mr. Brohaugh moved to ratify the Kingsway proposal in the amount of \$4,600.
Mr. Kirkpatrick seconded and the motion carried without dissent.*

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

Contractor: ASM Cost \$1,450.00.

Presented to the Board for Ratification.

*Ms. Lichtenstein moved to ratify the ASM proposal in the amount of \$1,450.
Ms. Maleski seconded and the motion carried without dissent.*

A-One submitted a proposal in the amount of \$1,251 for the new gutter in front of 1281 Avenida Sevilla 1B.

Mr. Brohaugh moved to approve a NTE amount of \$1,251. Ms. Lichtenstein seconded and the motion carried without dissent.

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. 3316 TG Building Foundation Support. MOD received the Bertolami Civil Engineering report on the Foundation.
The Mutual Board hired the Structural Engineering Company - FWC to also produce 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 MOD receives the new revised scope of work from FWC.

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

Board approved AME proposal for \$4,170.00.

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

Start Date - Project will be scheduled with resident.

3. 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.

4. 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: AMAC - Rear Deck Excel Coating. Estimated Cost - \$4,332.00

Contractor: Kingsway - completed items 1A, 1C, 1D – Cost \$2,700.00.

Grand total \$29,909.98

Scheduling Deck Coating project start date.

5. Repainting and replace all of the metal on all of Mutual 70 Entry Signs. – Contractor: MOD Estimate \$905.00.

(This project is complete).

6. 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.

7. 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.

8. 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).

GOVERNING DOCUMENTS

No report.

COMMUNICATIONS

Ms. Maleski reported that 170 emails were sent regarding the survey. Most questions on the survey had 73 responses. 60% of residents have lived for 10 years or more. Generally, the responses were positive. 26% said they get information from the website. 40% said they get information by word of mouth.

The committee met on January 6 by Zoom.

Present: Sue Harvey, Janet Maleski, Christine Barclay, Natalie, Donna Brian

There was no news about the Entry coordinators activity. The newsletter was sent to the Board to review. It was 6 pages.

Natalie Davis volunteered to mail by the postal service committee material to the 10 residents who either do not have or use email.

EMERGENCY PREPAREDNESS

No report.

PRESIDENT'S REPORT

No report.

OLD BUSINESS

Mr. Kirkpatrick reported he is waiting to hear what the PUC will do about NEM. Only one person was interested in shared solar. They will need a shared solar policy in the future. Ms. Lichtenstein suggested calling the policy a Green Energy Policy, not shared solar. This would allow the policy to evolve into ways to encompass other means to conserve energy.

NEW BUSINESS

None

ANNOUNCEMENTS

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

ADJOURNMENT

Having no further business, the meeting adjourned at 3:58 p.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy

***The Board of Directors met in executive session on November 18, 2021 at 3:25 p.m. to discuss the following:

1. Member Matters – Communication

Having no further business, the executive session adjourned at 4:01 p.m.