

MINUTES

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

Twelve resident members were present.

Staff was represented by; Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; and Anne Paone, Assistant Secretary.

CONSENT CALENDAR

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – February 17, 2022
Executive Session Minutes – February 17, 2022

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

INSURANCE PRESENTATION:

Mr. Ken Johnson of Arthur J. Gallagher gave a presentation. Mr. Johnson stated that Gallagher is the third largest broker in the world. They won an award for being the most ethical company. He reviewed the coverage for GRF Rossmoor. He explained that Cyber Liability is difficult to get. There must be a multi-factor authentication system being used. Lloyds of London provides the coverage. Every Mutual is named as insured on the policy. The total property has approximately a \$1.5 billion valuation. Coverage placed is short by approximately \$38 million. Currently, there is a \$250,000 deductible. The coverage for the valley is good.

MEMBERS' FORUM

There were no comments or questions.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Cheung gave a financial presentation.

The Mutual is \$15,000 over budget for property insurance in the operating fund.

There is \$6,000 in the 2022 budget for shared deductibles. If the shared amount was increased to \$1million, the shared deductible would be close to \$20,000+

Mr. Cheung discussed having a resolution to satisfy civil code #5502. Melissa Ward, the Mutual's attorney, had prepared two resolutions which meet the new code.

Mr. Cheung moved that the Board sign both resolutions provided by the Mutual attorney, Melissa Ward, with Herma Lichtenstein and Jeff Cheung as signatories. Mr. Kirkpatrick seconded and the motion carried without dissent.

Voice Vote: Herma-Y, Jeff-Y, Jante-Y, David-Y, and Wally-Y

LANDSCAPE

Ms. Lichtenstein gave the following report:

The landscape committee met on March 8th

1. The committee discussed plant replacement quantities and has decided to focus new plants only in Entry 6 and in the lower damaged area in Entry 3. In addition to new planting several areas in Entry 6 will have ivy removed to facilitate spray to bubbler conversion for water reduction. Mulch will be spread throughout the mutual.
2. Brightview was gave an update on work performed over the last month with the majority being hard pruning of shrubs and fertilizer application.
3. The committee began discussion on possible bench placements in several areas. As part of the discussion the committee will provide the board with location and bench style options for approval.
4. Steve Ormand will work on scheduling a tree pruning / removal walk at the end of March and then solicit bids from several tree companies.

MUTUAL OPERATIONS REPORT

Mr. Brohaugh did not have a 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.
MOD to Schedule.
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.
Water testing completed. ASM is scheduling to complete this project.

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.
Core sampling and testing of the Concrete Tie Beams under the foundation completed.
Applied Materials & Engineering (AME) completed the 4 core samples and testing for FWC.
Project out to bid. SOW revised and sent out to bidders.
Contractors: AcuStruct Structural Construction / NCC Ned Clyde Construction / ESR
Board approved AME proposal for \$4,170.00.
5. 3425 TG 2C Deck Excel coating. Contractor: - GBG Cost \$6,274.00.
This project has been completed.
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.
Windows on order. Project is ongoing.
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 PG&E is scheduled to re-energize the panel.

Ms. Maleski asked Mr. West if he could provide a report which indicates which units are up for the 10-year smoke detector change.

Ms. Lichtenstein asked Mr. West if the pipes can be checked, especially for tree roots. He will get 3 bids to present to the Board.

GOVERNING DOCUMENTS

No report.

COMMUNICATIONS

Ms. Maleski reported they are nearing the completion of the second newsletter. They want to raise awareness about water conservation and carport cleaning. She reviewed the comments and responses from the survey. Residents gave some suggestions. She would like the Board to respond.

The Board reviewed and discussed comments that were not yet addressed. They asked Ms. Maleski to summarize their comments and then include responses in the next Newsletter. Ms. Maleski said they were too long to include in the Newsletter, but after she completed the summary, she would submit it to the Board for approval and send the report out as a separate email to all residents.

Ms. Maleski stated that she thinks the Mutual needs a social event. The Board agreed and would like to get some residents to volunteer to work on setting up an event.

EMERGENCY PREPAREDNESS

Ms. Maleski reported there will be a disaster drill, but not sponsored by Mutual 70.

PRESIDENT'S REPORT

Insurance was discussed in the forum.

OLD BUSINESS

None

NEW BUSINESS

Painting and Inspection Schedules:

Ms. Lichtenstein moved to sign off on the painting and inspection schedules provided by Rick West. Mr. Brohaugh seconded and the motion carried without dissent.

Voice Vote: Herma-Y, Jeff-Y, Jante-Y, David-Y, and Wally-Y

ANNOUNCEMENTS

The next meeting – Regular Meeting: Thursday, April 21, 2022 at 2:00 p.m. – Location TBD.

ADJOURNMENT

Having no further business, the meeting adjourned at 4:30 p.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy

***The Board of Directors met in executive session on February 17, 2022 at 3:16 p.m. to discuss the following:

1. Member Matters – Board will confer with attorney

Having no further business, the executive session adjourned at 3:25 p.m.