

## MINUTES

### WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, MARCH 18, 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 Herb Salomon were present.

Five 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 – February 18, 2021  
Executive Meeting – February 18, 2021 and March 4, 2021

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

#### MEMBERS' FORUM

Resident asked for the status of work at 3330 TG.

Mt. West reported AMAC with be done by the end of next week. They will come back in 30 days , after stucco has dried, to do painting. There will be another project in April for the recoating of breezeways.

#### SECRETARY'S REPORT

No report.

#### TREASURER'S REPORT

Mr. Cheung reported at the end of January, the operating fund balance was \$73,700. The reserve fund balance was \$1,365,00.

The Mutual needs to pay down the 2018 borrowing from the reserve fund and the 2021 borrowing.

Insurance came in lower than budgeted. The mutual will have \$40,000 at the end of the year.

There has not been a lot of work done in January.

The aging coupons are about the same as December. There is one account that is in collections for an outstanding balance of \$6,381. There is an issue with the Trustee.

Changes to the collection letters have been sent to accounting o that the letter follows the Mutual's policy.

Mr. Chakoff is retiring.

*Mr. Cheung moved to appoint Joel Lesser as the Assistant Treasurer. Mr. Svoboda seconded and the motion carried without dissent.*

Mr. Cheung reported that he is following up on the trash fines, which are billed from Republic.

Mr. Cheung certified the Mutual is in compliance with Section 5500 of Davis-Stirling civil code for the January financials.

## LANDSCAPE REPORT

Mr. Johnsen gave the following report:

Work Orders.

Small plant removal and replacement (R&R). Bid submitted by Brightview for \$1380 to remove and replace plantings at Entry 6 (3773, 3761), Entry 7 (3664 and 3622), and Entry 8 (3874), and to purchase 5 yards of mulch to be around mutual in areas where it is needed. View of committee is that work should not be postponed - owners are increasingly concerned and appearance is being compromised. Other related work orders awaiting MOD attention: 1) removal of remains of old wire fencing at E3 3288, 2) removal of rotted wood edging and gravel replacement and leveling of walkway at side of E8 3800 1A, presently posing an exposed nail safety hazard, and 3) removal of a roll of old fencing material discarded under the back deck recess of E4 3413.

Committee concerned with several cases where completed work orders have not been subject to certification of adequate review of satisfactory completion before payment.

Irrigation controllers. Not certain of what the status is of purchasing and installing 8 new controllers for about \$20,000. Need them. Budget concern with spreading out cost of purchase over four years.

2022 Budget. Jeff Cheung met with committee and provided guidance about submission of the 2022 budget for landscaping. A 2022 proposal and 5 year plan will be submitted to the board in early July, likely patterned closely on the limits of the current 2021 budget. Tree R&R will be a major consideration: Monterey pines, redwoods, liquid amber within the atria buildings, and nuisance privets.

Building numbering signage. Glad to see MOD is attending to the matter. Notified by owner in atria building of E5's 3535 has no sign at all.

Drain Clearing. Brightview has been digging out soil and leaf debris accumulating above the weep screed of carports, but such accumulations remain a concern with residential buildings. Water damage, wood rot, and termite infestations are a concern.

Retaining Walls. Brightview just replaced an old and failing retaining wall at the front of E8 3838 1A for \$5,000 with attractive concrete blocks and restored landscaping. The status of needing to replace the much larger (25 yards long by 4 ft high retaining wall along the roadway is presently unclear. Does it need to be done now, if so how, what approvals may be required, what is the estimated cost, and who will be billed for it.

Herbicide applications. In response to owner's concerns, have requested some input from

MOD and consulted the Rossmoor website about rationale for the program beyond simply killing weeds. How long does it continue, how are decisions made about how where and when applications are made, and is there a negative impact on the growth of native grasses such as is apparent on M70's hillside across from TG Entry 3. Should the program be revised or discontinued?

### MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

#### ACTION ITEMS: Proposals for review or Approval

1. Phase I Building Painting - This will include 9 buildings, 3 carports and 3 trash enclosures.  
Project went back out to bid this month with the newly revised Scope of Work. Five bids were received. The Building Committee chose the middle bid. Pacific Trim has a good history. Phase 1-\$165,305  
Proposals presented to the Board for approval.  
(Project schedule to start Spring / Summer 2021).

*Mr. Salomon moved to accept the proposal from Pacific Trim in the amount of \$165,305 for phase 1 painting. Mr. Cheung seconded and the motion carried without dissent.*

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

1. 1281 AS 2B Deck Coating – Due to negative slope causing water to puddle and flow toward sliding glass door. Excel water proofing coat is recommended.  
Contractor: AMAC Estimated Cost \$12,070.00  
(Work scheduled pending weather).
2. 3330 TG Building Breezeway Beam Dry Rot repairs and T & G replacement -  
Contractor: AMAC \$16,663.00.  
This project had a change order come in for an additional \$37,232.00 - Due to additional extensive dry rot found when the Engineer requested additional stucco removed. Additional Destructive testing was completed on one column due to evidence of dry rot and old termite damage.(Total does not include Engineer's report / city permits and destructive testing costs).  
Total to date including \$64,515.00.  
(This project is currently in progress).
3. 3330 TG Building - Excel Waterproof Fire System Breezeway coating.  
Contractor: A-One Construction  
Cost \$31,645.00.  
(Will schedule after Dry rot repairs have been completed).
4. 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 \$5,085.00.

(In negotiations with Custom Exterior over Stucco and Dry Rot billing - Work is in Progress).

5. 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 the end of March).

3625 TG 2A - Back Deck Excel Waterproof Fire System Coating –  
Contractor: AMAC

Total Cost \$13,665.00.

(project is complete).

6. Garage Door Replacement - Contractor: B & C Garage Doors. Estimate for the last remaining 7 doors in Entry 2 was approved by the board.

Cost \$8,245.00. Budget to complete this project \$60,000.00.

(These remaining garage doors are on order. Installation scheduled to start 1st of April).

7. 3288 TG 2C Trellis rebuild project due to extensive dry rot. Contractor: MOD  
Cost \$5,262.00.

This project has been completed).

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.

(FWC is currently putting a 2021 schedule together for the board to review).

9. 3761 TG 1A -Deck Coating and Repairs – Contractor: A-One Construction  
Total cost \$19,774.00.

(This Project currently is in Progress waiting for city final inspection).

10. 3761 TG 1B – Deck Coating and Repairs. Contractor: A-One Construction –  
Estimate

Total to date \$36,747.00

(This Project currently is in Progress waiting for city final inspection approval).

11. Installation of 4 new Trash Enclosure metal Gates with new Hardware and Paint.

Contractors: Eagle Iron / MOD  
Cost \$10,058.00.

(MOD is scheduled to paint the gates Weather Pending).

Mr. West suggested that the Board may want to do painting closer to the summer or later, after balconies have been inspected.

### GOVERNING DOCUMENTS

Mr. Svoboda reported the committee is working on 2 new policies. One is a new leasing policy which is a reflection of the AB3182 changes. When someone requests to rent, if it does not exceed the 25% rental cap, the Board will approve. It is then sent to Member Records and the Board will sign off on the request. Dr. Van asked if someone could purchase in Mutual 70 just to rent the unit. Mr. Svoboda reported that residents that own as on January 1 of this year can rent. There are 2-3 places in the CC&Rs that need to be changed by December 31, 2021. It may be that only certain text will have to be omitted. The second policy is a revised Harassment policy. These policies have been sent to the Board for their review.

### EMERGENCY PREPAREDNESS

No report.

### PRESIDENT'S REPORT

Ms. Alley reported the following:

- The trash enclosure cleaning contract with Commercial Support Services has been signed.
- The MOD Management Agreement is being reviewed during the Presidents Forum.
- Carport and Building address signs are being ordered.
- The asphalt project will not be done until 2023.
- Some trash enclosures have been changed out-gates, etc.

### OLD BUSINESS

None

### NEW BUSINESS

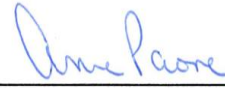
None

### ANNOUNCEMENTS

The next meeting – Board Meeting: Thursday, April 15, 2021 at 2:00 p.m. via Zoom.

### ADJOURNMENT

Having no further business, the meeting adjourned at 3:16 p.m.



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Anne Paone, Assistant Secretary  
Walnut Creek Mutual Seventy