

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, MAY 20, 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 Wally Brohaugh were present.

Six resident members were present.

Staff was represented by Rick West, Building Maintenance Manager, and Anne Paone, Assistant Secretary.

CONSENT CALENDAR

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – April 15, 2021

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

MEMBERS' FORUM

Resident asked about trash area regarding an inadequate maintenance of the area. There are overflowing trash bins. Ms. Alley will check the contract for the frequency of cleaning.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Cheung reported the changes for the audit were minor. The March financials have been sent out. The Board will now get copies of letters to owners regarding late payments. Some statements will only go to the Treasurer because they are not sent securely. The March operating fund ending balance was \$129,739 and the reserve fund ending balance was \$1,339,123. \$39,747 will be applied to reserves for previous borrowing from that account. The YTD expenses are \$101,246. Beginning April 1st, MOD started using new and revised late letters.

Mr. Cheung moved to approve the financials for 12/31/2020 and the corrected financials for 3/31/2021. Mr. Johnsen seconded and the motion carried without dissent.

Mr. Cheung reported that he has an accurate count of the trash bin and entries. He thanked Carol Weed for her help.

LANDSCAPE REPORT

Mr. Johnsen gave the following report:

1. Steve Ormond. Hoping for his return. He is sorely missed.
2. Small Plantings Projects. Small Plantings and Rehab Projects completed for first quarter of the year for entries 3, 6, and 8, including mulching for a cost of approximately \$2700 of \$4000 earmarked for that purpose. Projects are being identified to spend the remainder of the available funds for other entries are under consideration.
3. Tree Service. Extensive needs identified this year for pine removal for fire abatement purposes and redwoods to improve building access and avoid foundation damage. Surveys of needs have been completed but estimates not yet received from Waraner. Will certainly use all of \$17,000 budgeted this year.
4. Building numbering. Glad to see that some progress is underway and look forward to it continuing. Still getting complaints about missing and makeshift numbers on residential units
5. Other matters of concern whose ownership is uncertain (building or landscaping): a) need for restoring function of building drainage, existing but yet entirely assessed; b) plan for restoration of retaining wall on entry 8 roadway; c) providing safe foot access to utility closets, e.g. on entry 4 (3316) as well as several other sites; and 3) need for safety barrier at end of left leg of access roadway to Entry 3's 3288.
6. Putting together an extensive list of projects to be undertaken during this year's end of year rehab program."

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. 2021 Phase I Building Dry Rot repair work. Contractor: MOD.
Estimated Cost \$14,766.00.
Additional cost from discovering additional dry rot may lead to change orders.
(This Work has been completed).
2. Phase I Building Painting - This will include 9 buildings, 3 carports and 3 trash enclosures.
This Project was awarded to Pacific Trim.
Cost \$165,305.00.
(Project schedule to start July 2021).
3. 3852 TG 1A Excel Waterproof Deck Coating Contractor: GBG
Estimated Cost \$3,297.56.
(Work is in progress).
4. 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 mid-April).

5. 1281 AS 2B Deck Coating – Due to negative slope causing water to puddle and flow toward sliding glass door.

Project will include Excel water proofing coating. Contractor: AMAC.

Estimated Cost \$12,070.00

(Work scheduled after completion of 1289 Deck Coating).

6. 3330 TG Building Breezeway Beam/ Column Dry Rot repairs and Tongue & Grove Board replacement -

Contractor: AMAC.

Total Cost \$64,515.00.

(This project Has been completed).

7. 3330 TG Building - Excel Waterproof Fire System Breezeway coating.
Contractor: A-One Construction

Cost \$31,645.00.

(This project has been completed).

8. 3330 TG Elevator – Otis Elevator realigned the rails by installing a new rail bracket. The guide rails hold the elevator straight and contribute to ride quality.

Cost \$20,582.00.

(This project has been completed).

9. 3316 TG 1A Window leak and Termite Treatment. Custom Exterior completed water intrusion work.

Kingsway Termite Co. also inspected the unit and completed Termite Treatment and carpentry repairs.

Additional prolonged exterior dry rot was discovered and will be billed to the mutual.

Total Estimate to date \$15,585.00.

(Waiting to paint after stucco cures also waiting for Civil Engineering report on Foundation).

10. Garage Door Replacement - Contractor: B & C Garage Doors. Installation of last remaining 7 doors in Entry 2.

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

(Installation has begun).

11. 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.

Phase I Map sent to the BOD for review.

(FWC is currently scheduled to Start in July 2021).

12. 3761 TG 1A / 1B – Deck Coating and Repairs. Contractor: A-One Construction - Estimate

1A Total cost \$19,774.00. // 1B Total to date \$36,747.00

(This Project was just completed).

There was a discussion regarding painting and notifications. The notification should include more details. Members can choose from 3 colors for their front door. Stained doors can be re-stained if original door.

Mr. Cheung moved to ratify the approval for 3288 T.G. 3C proposal from GBG in the amount of \$6,226.52. Mr. Svoboda seconded and the motion carried without dissent.

GOVERNING DOCUMENTS

Mr. Svoboda reported the leasing and harassment policies are complete.

Mr. Cheung moved to approve the policies for mailing to the membership for their comments. Mr. Johnsen seconded and the motion carried without dissent.

At some point, the CC&Rs will have to be changed regarding leasing. Members will have to vote on this change.

EMERGENCY PREPAREDNESS

No report.

PRESIDENT'S REPORT

Ms. Alley reported that everything was covered during this meeting. The Presidents Forum will meet on May 24th. Ms. Alley thanked the entire Board for all of their time and devotion to the Mutual.

OLD BUSINESS

None

NEW BUSINESS


None

ANNOUNCEMENTS

The next meeting – Annual Meeting: Thursday, June 18, 2021 at 2:00 p.m. via Zoom.

ADJOURNMENT

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



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy