

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, NOVEMBER 21, 2019 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 and Dennis Johnsen were also present. Herb Salomon was absent. Seven 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 – October 17, 2019
Executive Minutes: October 28, 2019

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 the October operating fund had a balance of \$89,367 and the reserve fund had a balance of \$874,271. The total amount of funds is \$963,638. The Mutual was under in Utilities due to less water usage and over in Insurance.

The projected operating fund cash balance at the end-of-the-year is \$26,000. The projected reserve fund cash balance at the end-of-the-year is \$882,000.

Ms. Alley asked what correspondence is provided when work is completed to make sure the resident pays their debt. The Board discussed including a payment procedure in the Operating Rules.

The Mutual is in compliance with Davis Stirling 5500.

Mr. Donner reported that he had a meeting with the insurance brokers. They haven't filled out all the layers of insurance yet. The broker is waiting to hear from Lloyds of London. The insurance may increase from 15% to 23%.

LANDSCAPE REPORT

Mr. Johnsen reported that landscaping is busy with fire abatement projects and clearing trees. All of the entries will have restoration done. The committee did another walk-through last week. The committee approved locations that need work. A breakdown will be presented to the Board.

Mr. Svoboda moved to approve the proposal from Waraner Brothers in the amount of \$15,275. Mr. Cheung seconded and the motion carried without dissent.

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

PENDING ITEMS: Proposals for Review or Approval

1. 3425 TG Tree Damage – Contractor: MOD - Estimate for new gutter & Downspouts, 2 new scuppers,
New DuraLast roof material , Flashing, New felt, Bats and one new skylight.
Estimate - \$6,066.00. (Emergency repair authorization signature received).
2. 3425 TG Metal Railing Damage – Replace a 6’ section of railing due to damage from the fallen tree.
Contractor: AMAC – Estimate \$1,700.00. (Authorization signature received).
Rusted gutters – 4 carports \$3,100
3874 TG – gutter replacement \$2,400
1261 AS – Replacement gutter above garage \$1,750

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. 3535 TG – Dry Rot Beam replacement Project – Contractors: AMAC
cost \$43,485.00 (Work is in progress).
2. 3330 TG 2C – Trellis rebuild due to dry rot Contractor; MOD Estimate \$6,210.00.
Deck Coating for 2 balconies – Contractors: A-One Construction estimate \$13,983.00.
3. 3288 TG 1C – Trellis Rebuild. MOD to rebuild rear balcony trellis due to severe Dry Rot – Cost estimate \$7,119.00 (Work is in progress).
4. 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 completed in 2019 and billed in 2020.
The remaining 38 garage doors are scheduled to be completed by the end of 2020.
5. 3535 TG – 3A Damaged 2 - 6 unit mailbox. New gang Box was installed
By MOD (Work was Completed). Cost \$638 Material and \$525 Labor Total \$1,163.00.
6. 3288 TG new conduit. – Installation on new wiring for a carport light will be run underground.
Contractors: Sang Electric / Five Star estimate for trench \$1,200.00. (Work scheduled).

7. 3535 TG – Breezeway deck coating for upper two walkways. Excel textured waterproof coating will be installed. Estimate from A-One Construction \$31,645.00.
(Schedule pending completion of dry rot repairs).

Mr. West reported that the new law SB326 states that balconies must be inspected by 2025 with a certain percentage of decks inspected by a licensed inspector. Mutual 70 will inspect 100% of decks, stairwells, walkways, breezeways or anything above ground.

GOVERNING DOCUMENTS

Mr. Svoboda reported that he is awaiting review of the rules from the attorney. The Board will have to consider resident usage of generators. Mr. Donner reported that gas operated generators should not be allowed under any circumstances. There are some battery operated generators that may be considered.

EMERGENCY PREPAREDNESS

Mr. Johnsen reported that there are possibilities for new entry coordinators. Mr. West reported to the Board that the most elevators do not have a battery back-up to bring the elevators down and open the doors in case of an emergency. OTIS is offering a back-up battery for \$10,00 and Musco would charge \$3,000. Once the battery takes over and people have been let out of the elevator, it will not let anyone else enter them.

PRESIDENT'S REPORT

Ms. Alley reported the following:

There was a discussion in the Presidents' Forum regarding enabling residents to charge electric vehicles in carports. Some policy issues discussed were solar and hard surfaces on upper levels. Mutual 70 supplied their policies for other Mutuels to review. SB323 was discussed.

Mutual 70 will do stucco painting next year. A committee will be put together regarding colors.

OLD BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS

The next meeting – Board Meeting: Thursday, January 16, 2020 at 2:00 p.m. in the Board Room at Gateway.

Ms. Alley allowed a late-comer resident to speak. He reported that he had to remove pots from landscaping. He asked if there were any alternatives to what can be done. Perhaps using something other than replacing landscaping with gravel. Ms. Alley explained that the

gravel is used for proper drainage to protect the buildings. At this time, there is nothing else to be done.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:08 p.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy

**The Board of Directors met in executive session on October 28, 2019 at 10:00 a.m. in the Small Conference Room at Gateway to discuss the following:

1. Member Matters: Landscaping violation – fine imposed, but will be waived if in compliance by November 14, 2019.

Having no further business, the executive session adjourned at 11:05 a.m.