

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, OCTOBER 17, 2019 AT 2:00 P.M. BOARD ROOM – GATEWAY COMPLEX

President Jill Alley opened the meeting at 2:00 p.m. Directors Roger Svoboda and Dennis Johnsen were also present. Jeff Cheung and Herb Salomon were absent. Three resident members were present.

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

CONSENT CALENDAR

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – September 19, 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. Svoboda reported the Mutual paid back the \$70,000 borrowed from the reserve fund in 2018 for the insurance premium. The drop in the operating fund was due to repayment of this money and the increase in the reserve fund is due to the receipt of the money.

The operating fund balance is \$60,701. The reserve fund balance is \$882,332. The total of the two funds is \$943,033.

The Mutual is in compliance with Davis Stirling 5500.

LANDSCAPE REPORT

Mr. Ormond reported that he, Dennis, and the committee did the tree walk with Waraner. They are putting together proposals.

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

PENDING ITEMS: Proposals for Review or Approval

1. Garage Door Replacement - Contractor: B & C Garage Doors - Estimate to complete Entry 3 is \$7,385.00 for 7 single doors. (Estimate presented to the board for approval).
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.
Mr. Svoboda moved to approve the estimate from B & C Garage Doors in the amount of \$7,385.00 for 7 single doors. Mr. Johnsen seconded and the motion carried without dissent.
2. 3535 TG – 3A Damaged mailbox was repaired by MOD. New gang Box is on order and will be installed as soon as it arrives. A12 gang-box estimate is \$638.00. MOD Time and Material Project. (work Scheduled).
3. 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. Ms. Alley signed.
4. 3535 TG – Breezeway deck coating for upper two walkways. Excel textured waterproof coating will be installed. Estimate from A-One Construction \$31,645.00. Perfect Painting estimate \$43,478.00 (presented to the board for approval).
Mr. Svoboda moved to approve the estimate from A-One Construction in the amount of \$31,645.00 for breezeway deck coating. Mr. Johnsen seconded and the motion carried without dissent.
5. 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.
Perfect Painting/AMAC estimate \$16,367.00
Mr. Johnsen moved to approve the MOD estimate in the amount of \$6,210.00 for the trellis rebuild. Mr. Svoboda seconded and the motion carried without dissent.

Ms. Alley moved to approve the estimate form A-One Contractors in the amount of \$13,983.00 for deck coating for 2 balconies. Mr. Svoboda seconded and the motion carried without dissent.

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. 1265 AS #1A Main Deck repair and recoating – Contractor: A-One Construction Total cost \$17,862.00. (Work has been completed).
3. 3352 TG #1A – Dry rot 16 foot Beam and post replacement - Contractor: AMAC – Cost \$9,108.00. (Work Complete).
Dry rot was found during alteration window installation - Custom Exteriors Cost \$4,600.00 for stucco repair work. (Work completed excluding paint).
4. 3288 TG – Trellis Rebuild. MOD to rebuild rear balcony trellis due to severe Dry Rot –

Cost estimate \$7,119. (Work Scheduled)

Ms. Alley asked Mr. West if the asphalt was done on E6 in front of 3773. Mr. West will check and confirm.

GOVERNING DOCUMENTS

Mr. Svoboda reported that the Operating Rules have had some minor changes. He will send them to the attorney for her review. Then they will be sent out to the membership for comments.

EMERGENCY PREPAREDNESS

Mr. Johnsen reported that an individual has expressed interest in being an entry coordinator. He will follow-up and report back to the Board.

PRESIDENT'S REPORT

Ms. Alley reported the following:

Nice Cans will do a monthly cleaning of the bins at a cost of \$1,382. This was approved at last month's board meeting. Republic and fine the mutual if the trash is not separated correctly. Carol Weed is willing to speak to each entry about how to sort trash. Ms. Alley will speak to Ms. Weed to organize.

Republic will place signs on the enclosure gates to help identify compost bins. They will be lettered by A,B, C, etc.

Those residents that have not finalized their alterations within six months of the permit issued will be asked to comply or they will have to pay an additional alteration fee.

Letters are being sent to residents with a balance due on their accounts.

OLD BUSINESS

None

NEW BUSINESS

Adoption of 2020 Budget:


Mr. Johnsen moved to adopt the 2020 budget as presented with a monthly increase of \$142 for a total of \$1,017 per manor per month. Mr. Svoboda seconded and the motion carried without dissent.

ANNOUNCEMENTS

The next meeting – Board Meeting: Thursday, November 21, 2019 at 2:00 p.m. in the Board Room at Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:00 p.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy