

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, OCTOBER 21, 2021 AT 2:00 P.M. ZOOM

President Herma Lichtenstein opened the meeting at 2:00 p.m. Directors Jeff Cheung, and Janet Maleski were present.
David Kirkpatrick and Wally Brohaugh were excused.

Seventeen resident members were present.

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

CONSENT CALENDAR

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – September 16, 2021
Special Meeting Minutes – September 10, 2021
Executive Session Minutes – September 10, 2021

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

MEMBERS' FORUM

Moved to the end of the meeting.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Cheung gave a presentation on the proposed 2022 budget. There will be an \$85.00 increase per month per manor. The total coupon amount per month per manor will be \$1,144.00.

Ms. Lichtenstein moved to adopt the 2022 budget as presented. Ms. Maleski seconded and the motion carried without dissent.

Mr. Cheung reported there will be a Town Hall Meeting on November 12th at 10:00 a.m. in the Fireside Room and on Zoom.

Ms. Lichtenstein moved to pay off the outstanding balance for the 2021 reserve fund borrowing in the amount of \$41,895.00. Ms. Maleski seconded and the motion carried without dissent.

Ms. Lichtenstein moved to approve the CDARS Money Market fully FDIC insured Sweep Account for the operating fund account. Ms. Maleski seconded and the motion carried without dissent.

Mr. Cheung reported the total cash in the operating fund for August was \$319,909. The Reserve fund had \$958,250. The total amount was \$1,278,159.

Ms. Lichtenstein moved to approve the review of the August financials in accordance with civil code §5500. Ms. Maleski seconded and the motion carried without dissent.

SOLAR COMMITTEE REPORT

Ms. Lichtenstein explained there was some confusion regarding the whether the Mutual is sponsoring the solar information being gathered or if it is privately sponsored. Effective immediately, the Solar Committee will be temporarily suspended, so there is no conflict of interest.

Mr. Al Davis spoke in Mr. Kirkpatrick's absence. They would like to propose shared solar which would allow people to put their panels on someone else's roof. The Mutual will be out of the picture. It is between the resident and the solar company. There are currently 2 vendors being considered. Mr. Davis suggested having Melissa Ward, the Mutual's attorney make changes to the current solar policy, so shared solar can happen. Ms. Lichtenstein reported that there will be no change in the policy yet until more questions are answered. She will send Mr. Davis a list of questions after the meeting.

LANDSCAPE REPORT

Ms. Lichtenstein read the following report:

The landscape committee met on October 12th and the following items were discussed.

1. Warner tree removal. Current estimate was 70 percent completion with the remainder to finished by the end of the month. Several areas incurred damage and the committee is working with MOD and Warner to repair the areas.
2. Brightview's new supervisor will be finalizing scope language comments to be included in any contract updates. The same language will be shared with two other maintenance contractors for bid.
3. Entry reps provided general maintenance issues to Brightview.
4. Preliminary sketches of December renovation areas were distributed for review. These will be primarily removal of underperforming plants to be replaced with boulders or cobbles.

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. Termite inspection and treatment for Phase I Buildings and carports in Entry 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 will go out to bid and will be budgeted for 2022 completion.

2. 3316 TG Building Foundation Support – MOD received the Civil Engineers report on the Foundation.
Contractors: AcuStruct Structural Construction / NCC Ned Clyde Construction / AMAC
The Board approved hiring the Structural Engineering company FWC to also produce a report for this project.
Project will go back out to Bid as soon as MOD receives the new revised scope of work.

3. 1277 AS 2A – Termite Report and Section one carpentry items. Contractor GBG: Estimate \$20,395.28.

Contractor: Ahumada – Installation of two new fiberglass double exterior storage closet doors. Estimate \$2,482.70. - Contractor: AMAC - Rear Deck Excel Coating. Estimated Cost - \$4,332.00
Contractor: Kingsway - to complete items 1A, 1C,1D
Estimate \$2,700.00.
Grand total \$29,909.98

All material is on order and project start date will begin as soon as materials arrive.

4. Repainting of all Mutual 70 Entry Signs. – Contractor: MOD Estimate \$905.00.

Entry 7 and 8 Signage is complete. The remaining signs are scheduled for completion in October.

5. Entry 7 & 8 - Main Entry Signs. Project includes new metal signage and repainting of the wood platform.
Contractor: MOD
Cost \$1,722.00
This Project has been completed.

6. 3644 TG #1B – Front Landing Excel Coating estimates: Contractors

A-One Construction \$5,032.00
This work is currently in progress.

7. 3838 TG 2B Rear Deck Coating and Plywood deck repair proposals.
Contractor: GBG

Estimated Cost - \$12,455.00
This work is currently in progress.

8. 2021 Entry 2 Phase I Building Painting - This will include 9 buildings, 3 carports and 3 trash enclosures.

Contractor: Pacific Trim.

Estimated Cost -\$165,305.00.

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 Map sent to the BOD for review. Phase I Entry 2 Inspections have been completed.

Total 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.

Ms. Lichtenstein moved to approve the proposal from GBG in the amount of \$6,274.00 with an added amount of \$1,000 for contingency. Ms. Maleski seconded and the motion carried without dissent.

GOVERNING DOCUMENTS

No report.

COMMUNICATIONS

Ms. Maleski reported that Melissa Ward is making changes to the Communications and Social Media Policy. The Board is waiting to receive these changes.

Ms. Lichtenstein moved to approve the proposed policy in form pending the final minor changes and review. Mr. Cheung seconded and the motion carried without dissent.

Ms. Maleski reported that the newsletter and the Board outreach will be waiting until the policy is approved. The Communication Committee Survey will go out with a cover letter. Ms. Lichtenstein stated that she has a friend that will do the survey pro bono. Ms. Maleski and Mr. Cheung agreed. The Board considered sending it via email and by regular mail. The committee is working with entry coordinators. The Communication Committee will stay in touch with EPO.

EMERGENCY PREPAREDNESS

Ms. Maleski reported the Mutual has coordinators for all 8 entries. They will follow the Rossmoor EPO guidelines.

PRESIDENT'S REPORT

Ms. Lichtenstein reported the following:

- a. Pellet Smokers on Decks – They will not be allowed as they can trigger an insurance response.
- b. Dryer Duct Cleaning – This is a Mutual-wide cost. The insurance broker said there is no benefit to the Mutual to take on the cost. MOD can provide the work to residents for a fee.
- c. Deck Gutter Cleaning – MOD can provide the work to residents for a fee.

OLD BUSINESS

None

NEW BUSINESS

Previously discussed.

Members Forum

There were no comments or questions.

ANNOUNCEMENTS

The next meeting – Regular Meeting: Thursday, November 18, 2021 at 2:00 p.m. – Zoom.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:44 p.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy

***The Board of Directors met in executive session on September 10, 2021 at 10:39 a.m. to discuss the following:

1. Contracts – Contract to be ended

Having no further business, the executive session adjourned at 11:02 a.m.