

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, SEPTEMBER 16, 2021 AT 2:00 P.M. ZOOM

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

Eight resident members were present.

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

CONSENT CALENDAR

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – August 19, 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

Ms. Maleski reported she has received 158 forms regarding emails. There are 14 still outstanding.

TREASURER'S REPORT

Mr. Cheung reported there are no August financials yet. He reviewed the budget information for the 2022 budget and Mutual coupon. He discussed potential numbers. Rick West reported the cost for 3316 Terra Granada for drainage would be between \$15,000-\$30,000, depending on French drain or regular drain. The stucco would be \$10,000. Foundation work would be \$120,000. Everything might be done for a total of \$150,000. The Mutual could farm out everything, but the foundation work.

LANDSCAPE REPORT

Ms. Lichtenstein read the following report:

The landscape committee met on September 14th.

1. The committee met the new maintenance superintendent for Brightview, John Tawststjerna. We planned a mutual wide walk to review the existing level of

maintenance and where areas need to be improved. The walk is scheduled for Sept 20th at 1 PM and Steve Ormond from MOD will be joining us.

2. Steve Ormond informed the committee on Warner Brother's will begin tree removal this week starting at Entry 5. Entry 5 residents were notified the following day.
3. Paula Krauss, Landscape chair fielded discussions about this year's MOD work days and what we might be able to accomplish. Each Entry rep will meet individually with Paula and myself to work out plans prior to the end of November. As noted, much of the rehab for this year will most likely focus on clean up, irrigation tune ups, additional mulch, cobble, wall, and maintenance access repair. For budget purposes Total material costs will be between \$16-18,000.
4. Committee members shared their entry reports and There are several locations where failing plantings need to be removed and work orders will be put in for those. Replacement plantings will be reviewed pending budget and drought.
5. Mod Landscape is working with Rick West to finalize the leak issues. Rick will give a more detailed update.
6. Several trees have died and or have significant branch die back. Warner's estimate to remove three trees and prune out the die back is \$2550. Recommend approving the work.

Ms. Pollon reported that Diablo Fire has stopped awarding grants for tree pruning and removal, but the Committee can try anyway to get a grant.

Mr. Ormond did not have a report.

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

ACTION ITEMS: Proposals Pending review or Approval

1. Termite inspection and treatment for Phase I Buildings and carports in Entry 2.

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
Project is currently out to Bid with extended deadline date of September 16th.

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

4. Repainting of all Mutual 70 Entry Signs. – Contractor: MOD Estimate \$905.05.
5. 3644 TG #1B – Front Landing Excel Coating estimates: Contractors
A-One Construction \$3,832.00 / GBG \$5,356.24.

Presented to the Board for approval

Mr. Brohaugh moved to approve A-One in the amount of \$3,832.00 for 3644 Terra Granada #1B. Ms. Lichtenstein seconded and the motion carried without dissent.

Mr. Brohaugh offered to get a second opinion from a structural engineer. He asked if there are other fixes that are less expensive.

Mr. Brohaugh moved to have Mr. West get a proposal from FWC for a NTE of \$1,000 for additional review and study of 3316 Terra Granada. Ms. Maleski seconded and the motion carried without dissent.

INFORMATIONAL ITEMS: Work scheduled, In Progress or Completed

1. 3838 TG 2B Rear Deck Coating and Plywood deck repair proposals.
Contractor: GBG Estimated Cost - \$12,455.00
Contractor scheduling Project start date with the Resident.
2. 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 Project is currently in progress .
3. Entry 7 & 8 - Main Entry Signs. Project includes new metal signage and repainting of the wood platform.
Contractor: MOD
Cost \$1,722.00
Material is currently on order.
4. 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 the board for review.

GOVERNING DOCUMENTS

Mr. Kirkpatrick reported that they just received the Opt-Out Form from Melissa Ward. The Board can wait to review this policy.

COMMUNICATIONS

Ms. Maleski had a draft of a survey and asked for the Board's input. The Mutual still needs an entry coordinator for some of the entries.

SOLAR COMMITTEE REPORT

Mr. Kirkpatrick reported that he tried and is still trying to arrange a meeting with Mutual 48 to find out how they set up their solar for their Mutual.

EMERGENCY PREPAREDNESS

Ms. Lichtenstein reported that residents are or can sign up on Nixle to receive alerts.

PRESIDENT'S REPORT

Ms. Lichtenstein reported that Republic Services is understaffed, so they will do the overflow at no charge.

OLD BUSINESS

Ms. Lichtenstein reported that she is still working on the issue of reimbursement for emergency repairs for electrical panels and garage doors. She is also working of a variance for BBQs that use pellets. She is checking into what effect this might have on the Mutual's insurance.

Chris Preminger is following up on who gave information out regarding MOD's procedures on emergency repairs for electrical panels.

NEW BUSINESS

a. Evacuation Signs:

Ms. Lichtenstein moved to approve the authorization for GRF to install evacuation zone signs on Mutual property. Mr. Kirkpatrick seconded and the motion carried without dissent.

b. Social Committee: Mr. Kirkpatrick reported that he encourages having social events, but not an official committee at this time.

c. Task Force to Reduce Water Usage: Mr. Kirkpatrick reported that landscaping is looking at this item already. They are also looking into an educational campaign for water. Ms. Lichtenstein reported that Ms. Pollon is setting up an educational meeting with EBMUD.

Mr. Brohaugh reported that the Building Committee will look at this as well.

Members Forum

There were no comments or questions.

ANNOUNCEMENTS

The next meeting – Regular Meeting: Thursday, October 21, 2021 at 2:00 p.m. – Zoom.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:46 p.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy