

## MINUTES

### WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, JANUARY 19, 2017 AT 2:00 P.M. BOARD ROOM – GATEWAY COMPLEX

President Jill Alley opened the meeting at 2:00 p.m. Directors Eldon Rowe, Dale Smith, Jerry Cruson, and Ellen Dietschy were also present. Six 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.

#### APPROVAL OF THE MINUTES

Ms. Alley asked for any additions or corrections to the minutes of the regular and executive session Board meetings of December 15, 2016. Hearing none, she declared them approved as written and reviewed.

#### MEMBERS' FORUM

A resident complimented the MOD staff. Water entered his 2<sup>nd</sup> bedroom and someone came right out to clean the gutter. The next day Steamatic came out to dry everything. It happened again and everyone came out. Mr. West is trying to get a better downspout installed.

There was some discussion on the cost of renting a lift for the Mutual.

A second resident reported that she had the same problem. She wanted to know when she will be reroofed. She would like the gutters and downspouts replaced with larger ones.

Mr. Rowe suggested that the Building Committee discuss the issue of the gutters and downspouts and report to the Board.

A resident questioned why sealcoating was not in the reserve study. In 2015, the Board elected not to do any sealcoat for the next seven years. They will replace the asphalt instead of doing the sealcoat.

The same resident asked about new garage doors and who is responsible for them. Mr. Cruson reported that the resident has the option to put in a tilt-up door at their expense. The current long-range spending plan provides for the replacement of then existing tilt-up doors with roll-ups in 2019.

#### SECRETARY'S REPORT

No report.

#### TREASURER'S REPORT

Mr. Smith reported that for the month of December, the operating fund ending balance was \$62,860. The reserve fund ending balance was \$1,074,259. The actual YTD ending balance for both funds was \$1,137,119.

Mr. Smith is concerned about the declining balance in the operating fund. The Finance Committee is looking into this. They are also addressing the issue of paying for the Mutual insurance.

## PRESIDENTS' FORUM

Ms. Alley reported there was no meeting in December.

## LANDSCAPE REPORT

Mr. Ormond reported that the landscape in-house crew completed all rehab requests. There have not been any ground drainage problems. There have been some slides in common areas. Crews worked on them and all but one is done. This last area is referred to as The Meadow.

MOD cleans the big storm drains. Mr. Rowe reported that MOD's rehab work is very good.

## MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

### Action Items:

1. R – 3535 TG 2C – New Deck Coating on 2 balcony decks Perfect Painting/AMAC estimate \$7,900.00.  
EmpireWorks estimate \$8,023.00. (presented to the board).

*Ms. Dietschy moved to approve the estimate from EmpireWorks in the amount of \$8,023. Mr. Smith seconded and the motion carried without dissent.*

2. R – 3425 TG & 3711 TG – Otis Elevator rehab contracts estimate \$218,000.00 plus Musco Electric upgrades -estimate \$40,000.00. (presented to the board).

*Mr. Rowe moved to approve both estimates –OTIS Elevator at \$218,000 and Musco Electric at \$40,000. Mr. Smith seconded and the motion carried without dissent.*

The Mutual had budgeted \$242,000 for this project. A deposit of \$65,000 is due at the signing of the contract.

3. Full Gutter Cleaning due Late January – Perfect Painting estimate \$8,400 (presented to the board).

*Mr. Rowe moved to approve the estimate from Perfect Painting in the amount of \$8,400 for a full gutter cleaning. Ms. Dietschy seconded and the motion carried without dissent.*

### Out for Bid:

1. R - Iron Rail Painting Project. Back balcony railings
2. R – Carport DuraLast Project. 18 carports left
3. R – 3425, 3711 Elevator Rehab Projects.

Work in Progress:

1. R - 3258 TG 1B – Perfect painting Estimates front landing recoat \$300. Back balcony \$ 4,500. AMAC for stucco and paint. \$1,845.
2. R - Termite damage to carport #278 Entry 8 by 3800 TG - Joe Matta \$6,800.
3. R- 3511 TG 1A – Bad balcony scupper causing damage. AMAC \$10,122. Deck Coating Perfect Painting \$4,860. Stucco & paint AMAC \$1,845.
4. R- 3288 TG – Dry Rot T & G ( tongue and groove) ceiling boards and concrete breeze by 1A , beam by 4A and stairwell beam by 4 B. Joe Matta Construction. Cost \$30,780.00.
5. O- 3606 TG 1A & 1B - Gutter overflow unit damage. Steamatic / AMAC. (MOD to install larger Downspout).
6. R- 10 yr. Smoke Detectors – Notices and crews out this week. 60% completed. (Now about 70% completed)
7. O – 3663 TG – Water pressure regulator adjustment. Davis plumbing will adjust or replace, if necessary.

Completed Items:

1. R- 3425 TG #1A /3401 TG #1A / 3288 TG 1B / 3222 – Fire door replacement. Ahumada GC / \$1,358 per door. Total \$5,432.
2. R- 3330 TG #2A - In wall laundry room drain pipe leak. Servpro and Davis Plumbing and Five Star.

Mr. West reported the elevator at 3425 Terra Granada had gone down. It was a power supply issue. OTIS Elevator ordered the part and it is back up and running.

EMERGENCY PREPAREDNESS COMMITTEE

Ms. Dietschy reported that she will be a speaker in February for the Rossmoor EPO. She will speak to residents about any emergency needs they may have, such as when elevators are repaired/replaced.

GOVERNING DOCUMENTS

Mr. Cruson reported that three (3) amendments to the Operating Rules have been mailed to the residents for the required 30-day comment period. 1) Fire doors leading into the house-clarifies the rule, 2) Water Lines-at resale they will need to be changed, 3) Television cables-in the unit, from the wall to equipment, are the owner's responsibility; cables outside in the box are a Mutual responsibility.

OLD BUSINESS

None

NEW BUSINESS

Ms. Alley reported Carol Weed would like the landfill trash bins resized. There is a need for larger recycle bins. Ms. Alley commented that this is something for the Landscape Committee to review.

Mr. Donner reported that Mary Ann at MOD would be the contact person.

ANNOUNCEMENT

The next regular board meeting: Thursday, February 16, 2017 at 2:00 p.m. in the Board Room in Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:35 p.m.

/s/ \_\_\_\_\_  
Ellen Dietschy, Secretary  
Walnut Creek Mutual Seventy