

## MINUTES

### WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, OCTOBER 20, 2016 AT 2:00 P.M. BOARD ROOM – GATEWAY COMPLEX

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

Staff was represented by 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 session Board meeting of September 15, 2016. Hearing none, she declared them approved as written and reviewed.

#### MEMBERS' FORUM

Resident Jackie Smith stated that she was at the meeting on behalf of residents to thank Eldon Rowe for his work. He has done a great job at the Presidents' Forum.

#### SECRETARY'S REPORT

No report

#### TREASURER'S REPORT

Mr. Smith reported that the Operating and Reserve funds have declined from last month. The total ending amount for both funds is \$1,092,327. The operating fund has an ending balance for September of \$92,373 and the reserve fund ending balance is \$999,954. The Mutual is completing projects and now receiving invoices for the work.

Mr. Smith and Mr. Cruson agree that the Board should approve the 2017 budget.

#### PRESIDENTS' FORUM

Ms. Alley reported that at the September meeting mail theft was discussed. Some Presidents reported that they are not happy with the Helsing reserve study report. There are Comcast representatives available in the Fireside Room. Residents may ask questions.

#### LANDSCAPE REPORT

Mr. Rowe reported that the committee met. They had a second meeting to discuss the results of the tree walk. The committee has some suggestions for the MOD rehab. The work should begin at the end of November instead of the middle of December. The committee asked for 2 bids. One bid was from Bright View and one from Ed Waraner Tree

Service. The committee would like to have Bright View work in Mutual 70 and do building clearance work. Ed Waraner should remove the large Italian Stone Pine that is leaning over a carport building.

Mr. Ormond reported he has a bid from Bright View in the amount of \$12,035 which includes \$6,000 for building clearance. He also has a bid from Waraner Tree Service in the amount of \$1,800 to removal the Italian Stone Pine tree.

*Mr. Rowe moved to approve the bid from Bright View in the amount of \$12,035. Mr. Smith seconded and the motion carried without dissent.*

*Mr. Rowe moved to approve the bid from Waraner Tree Service in the amount of \$1,800. Mr. Cruson seconded and the motion carried without dissent.*

There was discussion regarding the building at 3270 Terra Granada. There is erosion near the foundation. Rodents are getting under the building. Mr. West recommended pea gravel or something to protect the soil. A block wall could be installed for \$13,800 or wire and mesh could be installed for \$7,800. Both bids were from Five Star. Mr. Ormond recommended installing the wire and mesh.

*Mr. Rowe moved to approve the bid in the amount of \$7,800 from Five Star to install wire and mesh. Ms. Dietschy seconded and the motion carried without dissent.*

## MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

### Work in Progress:

1. 3288 TG – Dry Rot T & G ceiling boards and concrete breeze by 1A , beam by 4A and stairwell beam by 4 B. ( Bid proposals presented to the board). Empireworks \$48,200.71 / AMAC \$31,603.00 / Joe Matta Construction \$30,780

*Mr. Rowe moved to approve the proposal from Joe Matta Construction in the amount of \$30,780. Mr. Smith seconded and the motion carried without dissent.*

2. 3663 TG – Trash enclosure gate replacement. (Pre - approved by the Bldg. Comm. for Eagle Iron \$2,750.00). Changed wooden gate to metal gate.

*Mr. Rowe moved to approve the proposal from Eagle Iron Fabrication in the amount of \$2,750 for the trash enclosure gate. Ms. Dietschy seconded and the motion carried without dissent.*

3. 3425 TG #1A /3401 TG #1A / 3288 TG 1B – Fire door replacement. Estimate. (Pre - approved by the Bldg. Comm. for Ahumada GC \$1,358).

*Mr. Rowe moved to approve the proposal estimate in the amount of \$1,358 from Ahumada General Contractor for the fire door replacement. Ms. Dietschy seconded and the motion carried without dissent.*

4. Gutter and tile damage to carport (fallen tree) MOD cost \$1,067.02.
5. 3511 TG 1A – Bad balcony scupper causing damage. AMAC to conduct destructive testing. (NTE \$800)
6. 3330 TG #2A - In wall laundry room drain pipe leak. Servpro and Davis Plumbing (work in progress).
7. Hot spot gutter cleaning has been pre - approved by the Bldg. Comm. for (Perfect painting \$3,200.00)

*Mr. Rowe moved to approve the proposal from Perfect Painting Inc. in the amount of \$3,200 for the hot spot gutter cleaning. Mr. Smith seconded and the motion carried without dissent.*

8. 3761 TG 1A-Upstairs manor is responsible for damage. The upstairs unit left windows open and went away. It rained.

The Board advised Mr. West to send to the Mutual insurance and have them contact the upstairs resident for their insurance to cover.

#### Follow Up:

1. 10 yr. Smoke Detectors - All Clear (work in progress).
2. 3330 - Elevator Rehab. State inspection on Oct. 18<sup>th</sup>. (Update).
3. 3206 TG Building - Termite Treatment for building (COMPLETED).
4. New signage emergency procedures for 4 elevators. (COMPLETED).

Mr. Rowe commented that the building that was tented killed some of the plants due to the gas that was used. This matter will need to be addressed at some time in the near future.

#### EMERGENCY PREPAREDNESS COMMITTEE

None

#### GOVERNING DOCUMENTS

Mr. Cruson reported that he contacted the Mutual's attorney, Zer Iyer. He asked her about the change in the civil code regarding common property, in particular, who is responsible for the heat pumps. It is clear that the CC&Rs assign the responsibility to the owner. He also asked about garage door replacements because it seems that the CC&Rs conflict with the Operating Rules. The CC&Rs state that the Mutual is responsible to maintain and

replace the garage door. The Mutual is responsible for painting of the doors. The Mutual is not responsible for mechanical parts.

The wording in the Operating Rules will need to be changed to match the CC&Rs. The Governing Documents Committee will write up the change.

Mr. Cruson did not ask the attorney about the definition of a co-occupant. There is nothing in the Mutual documents about this. Ms. Alley reported that this will probably be discussed at the Presidents' Forum.

### OLD BUSINESS

None

### NEW BUSINESS

Ms. Alley reported that the Mutual sent out a Comcast survey. Ninety-five surveys were returned. The results were: DVR for \$9.00-60 yes Phone for \$20-51 yes

Ms. Alley stated that it is a total of \$29 for the deal.

Mr. Rowe reported that, if approved, the \$29.00 would be added to the coupon for all Mutual residents. No final decision was made.

Ms. Alley suggested that a notice be sent to the membership to advise them of the projects being done in 2017.

Ms. Alley asked Ms. Paone to cancel the monthly meeting in June 2017 because it is one day before the Annual Meeting.

*Mr. Smith moved to approve the 2017 budget as presented, dated October 6.  
Ms. Dietschy seconded and the motion carried without dissent.*

The total monthly coupon increase will be \$31, which includes the GRF amount of \$20.25 and the Mutual amount of \$10.75. The total monthly coupon amount will be \$820.00.

### ANNOUNCEMENT

The next regular board meeting: Thursday, November 17, 2016 at 2:00 p.m. in the Board Room in Gateway.

### ADJOURNMENT

Having no further business, the meeting adjourned at 3:12 p.m.

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