

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, NOVEMBER 17, 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. Six 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 October 20, 2016. Hearing none, she declared them approved as written and reviewed.

MEMBERS' FORUM

None

SECRETARY'S REPORT

No report

TREASURER'S REPORT

Mr. Smith reported that for the month of October, the operating fund ending balance was \$86,495. The reserve fund ending balance was \$1,039,191. The actual ending balance for both funds was \$1,125,586.

Mr. Smith also reported that Helsing changed part of the 10-Year Reserve Spending Plan in their report. Helsing changed the estimate of costs of work to be done by \$600,000 over the 10-year period. Mr. Smith revised the plan to incorporate those changes.

PRESIDENTS' FORUM

Ms. Alley reported that at the October meeting Maureen O'Rourke talked about the editorial policy for the Rossmoor News. There was a discussion about the Postmaster wanting to meet with Tim O'Keefe. No reason was given. Dennis Bell talked about a slight increase in thefts within Rossmoor. These are usually due to unlocked vehicles or unlocked storage.

LANDSCAPE REPORT

Mr. Rowe reported that the committee met and reviewed the results of the tree walk by Bright View and Waraner and the work needed to be done. They reviewed the 2016 MOD rehab work.

Mr. Ormond reported that trees are coded to the operating fund. The in-house crew is supposed to start on the 14th. There will be a delay in starting until Monday. They will get everything done, including doing the hillsides. Mr. Ormond presented a work order to the Board with an estimate of \$10,000. Ms. Alley will review it.

Mr. Rowe reported that they are trying to do a lot of ground cover. They will also be upgrading the irrigation systems.

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. Joe Matta Construction \$30,780.00 (Work In Progress).
2. 3663 TG – Trash enclosure gate replacement. Eagle Iron \$2,750.00. (work scheduled).
3. 3425 TG #1A /3401 TG #1A / 3288 TG 1B – Fire door replacement. Ahumada GC / \$1,358 per door.
Total \$4,074 (doors on order).
Per Rick West, the price is down to \$1,210.00 per unit installed.

Mr. Cruson moved to create a policy that states the Mutual will replace and maintain fire doors between the garage and the unit. Ms. Dietschy seconded and the motion carried without dissent.

4. 3511 TG 1A – Bad balcony scupper causing damage. (Project out to bid).

Ms. Dietschy moved to approve the proposal from Ahumada General Contractor in the amount of \$3,630.00. Mr. Rowe seconded and the motion carried without dissent.

5. 3330 TG #2A - In wall laundry room drain pipe leak. Servpro and Davis Plumbing (work in progress).
6. Hot spot gutter cleaning has been Perfect painting \$3,200.00 (Work In Progress). Per Rick West, the work has been completed by Perfect Paint.
7. 3606 TG 1A & 1B - Gutter overflow unit damage. (Work In Progress). Per Rick West, installing gutter guards.
8. 3270 TG Bldg. – Foundation screening (Estimate presented to the board).

Mr. Rowe moved to approve the proposal from Five Star in the amount of \$7,800 to screen in the foundation. Mr. Smith seconded and the motion carried without dissent.

9. 3773 TG 1A – Duct work was eaten away by rodents. There is also a sewage leak. Five Star will check their previous work.

Mr. Smith moved to approve the proposal from All Bay Heating & Air Conditioning in the amount of \$1,250 to replace the duct that was damaged. Ms. Dietschy seconded and the motion carried without dissent.

Follow Up:

1. Gutter and tile damage to carport (fallen tree) MOD cost \$1,067.02. (Completed). Per Rick West, there was damage to the side wall. Termites were found, so additional testing is being done.
2. 10 yr. Smoke Detectors - 100 units completed. All Clear (work in progress).

EMERGENCY PREPAREDNESS COMMITTEE

Ms. Dietschy had a presentation last Saturday on Skycrest. She will have another meeting at a different entry on Skycrest next week. Ms. Dietschy would like to see an article in the Rossmoor News about EPO and the presentations. It was suggested that she could do the article, but she was thinking more along the lines of someone giving the perspective of attending the presentation and how helpful and informative it has been to them.

GOVERNING DOCUMENTS

Mr. Cruson reported that the CC&Rs call for the Mutual to be responsible for garage doors. To clarify this, an operating rule has been drafted.

Mr. Cruson moved to send out the operating rule for a 30-day comment period. Ms. Dietschy seconded and the motion carried without dissent.

The Board agreed that they will wait until they have other operating rules done and definitely wait until after the holidays.

A fire door operating rule will be developed by Mr. Cruson.

Water lines will be approved by the Board as proposed by the Building Committee.

OLD BUSINESS

None

NEW BUSINESS

Mr. Smith briefly discussed the audit engagement letter.

Mr. Smith moved to approve the engagement letter from Bong, Hillberg, Lewis, Fischesser LLP. Mr. Rowe seconded and the motion carried without dissent.

Ms. Alley discussed information sharing. Mr. Smith suggested doing a newsletter for the Mutual. Mr. Rowe agreed that a newsletter, when needed, would be a good way to communicate with the membership.

Ms. Alley advised the Board that Sharon Fees in the Alterations Department is sending out letters to residents with open alterations to determine the status and possibly close them out.

ANNOUNCEMENT

The next regular board meeting: Thursday, December 15, 2016 at 2:00 p.m. in the Board Room in Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:25 p.m.

/s/ _____
Ellen Dietschy, Secretary
Walnut Creek Mutual Seventy