

## MINUTES

### WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, FEBRUARY 14, 2019 AT 2:00 P.M. FAIRWAY ROOM – CREEKSIDE COMPLEX

President Jill Alley opened the meeting at 2:00 p.m. Directors Dennis Johnsen, Jeff Cheung, and Herb Salomon were also present. Roger Svoboda was excused. Two resident members were present.

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

#### APPROVAL OF THE MINUTES

Ms. Alley asked for any additions or corrections to the minutes as follows:

Regular Board Meeting – January 17, 2019

Executive Session – January 17, 2019

Hearing none, she declared them approved as written and reviewed.

#### MEMBERS' FORUM

None

#### SECRETARY'S REPORT

Mr. Johnsen reported they will have a meeting on February 27<sup>th</sup> to recruit coordinators and to discuss a way to capture information. Mutual coordinators that are in place will attend.

#### TREASURER'S REPORT

Mr. Cheung reported the operating fund had \$67,000. The reserve fund had \$517,000 plus a CD for \$249,000 for a total of \$767,000.

Mr. Donner reported that \$9,000 will be reclassified to reserves. This is for plumbing, fire hydrant repair and main line repair.

*Mr. Cheung moved to certify the Board's compliance with Davis-Stirling Civil Code Section 5500. Mr. Salomon seconded and the motion carried without dissent.*

#### LANDSCAPE REPORT

Mr. Ormond reported the yearly landscape work has been finished. The estimate was \$6,500. \$5,400 was for materials. The olive tree at 3244 Terra Granada is falling down.

Mr. Ormond will expand the cage because otherwise the deer eat the tree. Landscape reports from the committee were favorable. The small tree at 3535 Terra Granada needs to be removed. Entry 5 has a large Heritage Oak tree that is dying. It will be checked in the spring. It may have to be removed.

Mr. Ormond will be very diligent regarding the fire abatement. They will start trimming Junipers away from buildings.

#### MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. 2019 Carport Re Roofing Project - Total # of carports (9) – Out to bid, deadline for bidding is 2/14/19  
A-One Construction Estimate - \$35,858.00 . Waiting for additional bids from Baker Roofing / Ben's Roofing & Timberline Roofing. (2019 budget for this project \$37,000.00).  
*Mr. Cheung moved to approve the proposal from Ben's Roofing in the amount of \$32,935. Mr. Johnsen seconded and the motion carried without dissent.*
2. Garage Door Replacement continues - Contractor: B & C Garage Door - Scheduling Entry 5 Garage Door replacement. (Entries 4 and 7 completed). Contract presented to the board for 25 new door installs for \$27,175.00. (2019 Budget for this project is \$90,000.00).  
*Mr. Cheung moved to approve the proposal from B&C Garage Door for 25 new door installs in the amount of \$27,175.00. Mr. Salomon seconded and the motion carried without dissent.*

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. 3761 TG #1B – Termite damage interior and exterior – Treatment Contractors: Kingsway \$3,735.00 / Interior Repair Contractor: DRB Construction \$5,784.00 / Exterior repair Contractor: AMAC – \$14,450.00. Additional dry rot and Structural Engineer inspection c/o's to follow. Estimated exterior completion date February 28<sup>th</sup>.  
(Tenting has been completed / New window installed / Interior and exterior work in progress).  
They will be doing scratch coat of stucco. They had stopped due to the rain.
2. Entry 8 Fire Hydrant Leak – Contractor: Precision Leak Detection – Precision found the leak on 2/6/19. Five Star scheduled to complete repair's after proper notification. Domestic water supply will not be affected during repair work.(weather pending).
3. Balconies identified for repairs and recoating – 1265 AS #1A Main Deck / 3852 TG #2A Master. Bdrm. Deck / 3443 TG #1A Master Bdrm. Deck Putting together SOW to present to the board at the next board meeting.
4. Breezeway coating – Going out to bid – 4 Buildings scheduled to be coated : 3711, 3330, 3535 & 3425  
(One building 3535 scheduled for 2019 - Budget for this project \$19,000.00).

Mr. West reported that 3330 breezeway coating cannot be done on this building due to dry rot. It was found on beams and a beam that holds up the stairwell.

After July 1<sup>st</sup> new garage doors (with motor) must have back-up battery in case electric goes out.

Ms. Alley reported that alteration permit fees will be going up. This will be charged if they don't close out after 6 months.

### GOVERNING DOCUMENTS

No report.

### PRESIDENT'S REPORT

Ms. Alley reported there is no more At Your Door Universal Service.

Mr. Donner reported that he has found a company to pick up items at your door such as electronic waste. They will pick up T.V.s, computers, etc. The company is Rapid Recycle. They do not pick up batteries.

Ms. Alley reported the Presidents' Forum talked about ongoing replacement of street lights with LED lights for GRF.

### OLD BUSINESS

None

### NEW BUSINESS

None

### ANNOUNCEMENTS

The next regular board meeting: Thursday, March 21, 2019 at 2:00 p.m. in the Board Room at Gateway.

### ADJOURNMENT

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



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Anne Paone, Assistant Secretary  
Walnut Creek Mutual Seventy