

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, MARCH 21, 2019 AT 2:00 P.M. BOARD ROOM – GATEWAY COMPLEX

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

CONSENT CALENDAR

The consent calendar consisted of:

- a. Approval of Minutes: Regular Meeting Minutes – February 14, 2019
Executive Session Minutes – November 7, 2018

Ms. Alley asked for any additions or corrections to the minutes. Hearing none, she declared them approved as written and reviewed.

MEMBERS' FORUM

A resident asked when garage doors will be replaced for Entry 5. Mr. West reported that the company needs to measure each door. They will probably have the material the second week of April.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Cheung reported the Operating fund balance for February was \$89,263. The Reserve fund balance was \$536,265 and \$249,562 in a CD for a total of \$785,827. The ending balance total for both funds was \$875,090.

The operating expenses YTD were surplus to budget by \$12,110 and reserve expenses YTD were surplus to budget by \$15,584.

Mr. Cheung reported that compliance with civil codes §5500 and §5501 was certified.

Mr. Cheung reported that Dale Smith will serve on the Finance Committee.

LANDSCAPE REPORT

Mr. Ormond reported that the committee discussed long-term plans from each representative. Mr. West had advised Mr. Ormond that rehabs will be done in 2020, so the committee determined that the landscaping will wait on those buildings. Mr. Ormond is waiting for the fire prevention bid from Ed Waraner regarding the trees. The branches on

the trees in the open space should be trimmed to provide a ten foot clearance from the ground for fire abatement. The junipers that are close to the buildings need to be taken out.

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

ACTION ITEMS: Proposal review and Approval

1. 3425 TG Breezeway coating – Perfect Painting Bid estimate \$43,478.00. A One Construction estimate \$31,645.00. (2019 Budget for this project \$19,000.00). Helsing Funding at \$30,000.00 Current cost and \$40,000.00 Future cost per building.

The Board tabled this item. The Board is reviewing funding and further costs.

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. 3761 TG #1B – Termite damage interior and exterior – Treatment Contractors: Kingsway \$3,735.00 (Work Completed) / Interior Repair Contractor: DRB Construction \$5,784.00 (Work Completed) / Exterior repair Contractor: AMAC – \$17,150.00.
(Work Completed except paint).
2. Entry 8 Fire Hydrant Leak – Contractors: Precision Leak Detection – Precision found the leak on 2/6/19. Five Star will complete repairs Domestic water supply will not be affected during repair work.
(Work Scheduled).
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 put out to Bid.
(Work Pending). This is preventative maintenance.
4. 3330 TG – Stairway Beam Repair – AMAC completed destructive testing -Bertolami Engineering has inspected the site and is putting a SOW together to put this project out to bid. (Work Pending).
5. Garage Door Replacement - Contractor: B & C Garage Door - Scheduling Entry 5 Garage Door replacement.
Contract signed for 25 new door installs for \$27,175.00. (2019 Budget for this project is \$90,000.00).
(Work Pending).
6. Carports – 9 carports-work is pending due to weather.

Mr. West reported that the elevator at 3425 had stopped working. This was due to debris in the track. OTIS Elevator advised that the tracks need to be maintained. If the Board wants

to have them cleaned more often, there will be an additional cost. The Board will consider this matter.

GOVERNING DOCUMENTS

Mr. Svoboda reported the committee has a short list of about ten topics of rules to re-examine. An example is the BBQ policy. Is it sufficient or does it need more explanation? Jeff and Roseanne Cheung looked at the folders and reviewed the fines. The committee would like to do everything all at once because of the costs incurred when sending policies to the membership for comments.

EMERGENCY PREPAREDNESS

Mr. Salomon reported that they discussed details of how to maintain information and where to store it. They used 2-way radios. Some entries are more active. They are still looking for more volunteers. They will probably meet every 2 months. They have expectations defined.

Mr. Johnsen reported that they are still trying to capture email addresses.

PRESIDENT'S REPORT

Ms. Alley reported that organic recycling will be in all of Rossmoor starting in April. Republic Services will place green bins in all enclosures. There are three sessions scheduled to explain how to use them. There is no extra charge for the pick-up service.

OLD BUSINESS

Ms. Alley reported that four letters will be mailed out soon regarding placing items on the common area.

NEW BUSINESS

Ms. Alley asked for a motion to appoint an inspector of elections.

Mr. Cheung moved to appoint Mike Leinbach of Fourth Mutual. Mr. Salomon seconded and the motion carried without dissent.

Ms. Alley reported that she will be putting together an update letter for the membership.

ANNOUNCEMENTS

The next regular board meeting: Thursday, April 18, 2019 at 2:00 p.m. in the Board Room at Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:15 p.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy