

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, APRIL 18, 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. Six 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 – March 21, 2019

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 wants to charge a vehicle in a 110 outlet. The Board will review the Mutual policy. A resident wants to install solar and asked about insurance. Mr. Svoboda reported it must be added to the homeowner's policy. A resident reported that the bench in common area belongs to her, not her neighbor. She will email the Board when it will be removed. The Board agreed.

PRESENTATION

On behalf of the Board of Directors, Ms. Alley presented former Board director, Dale Smith, with an engraved award for his service to the Mutual. He has left the Mutual with some excellent tools, such as the 10-year spreadsheet to facilitate tracking finances. Mr. Smith has kindly agreed to serve on the Finance Committee.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Cheung presented a spreadsheet of delinquencies to the Board. They are down to about 1%. He would like to see the number stay under 2%.

The Operating fund balance for March was \$92,956. The Reserve fund balance was \$870,276. There will now be a blanket work order for operating and a separate blanket work order for reserve.

Mr. Cheung moved to certify compliance with civil code §5500. Mr. Salomon seconded and the motion carried without dissent.

APPOINT VOLUNTEERS

Mr. Salomon moved to appoint Arthur Salzfass to the Building Committee. Mr. Cheung seconded and the motion carried without dissent.

LANDSCAPE REPORT

Mr. Ormond reported that the committee agrees that camouflaging the air conditioning units should be a building maintenance line item, not a landscape item. Landscape would like to see camouflage trellises and lattice.

Mr. Ormond presented the Board with forms for rebates for fire abatement. Trees should be trimmed 10-15 feet above ground level. Junipers should be removed, especially on a slope. These are considered to be category one. BrightView does weed abatement.

Mr. Johnsen reported that he, Jim Drommond, and Eldon walked the property and identified 3 areas that really need to be cleaned up regarding landscaping and it would help with fire abatement. Mr. Ormond will get bids.

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

PENDING ITEMS: Proposal review and Approval

1. 3330 TG – Stairway Beam Repair – AMAC completed destructive testing -Bertolami Engineering has inspected the site and put a SOW together and put project out to bid. Bid dead line 4/18/19. Contractors: A One Construction \$ 11,875.00 / AMAC - Estimate \$9,620.00 / Toupin Construction /ALP Construction / AXIS Construction declined the invitation to bid (Pending Board Approval).

Ms. Alley moved to approve the AMAC estimate in the amount of \$9,620.00 for 3330 TG beam repair. Mr. Salomon seconded and the motion carried without dissent.

2. 3425 TG Breezeway coating – Perfect Painting Bid estimate \$43,478.00. A One Construction estimate \$31,645.00. (Pending Board Approval)

Mr. Salomon moved to approve the bid from A One Construction in the amount of \$31,645.00 for 3425 TG breezeway coating. Mr. Svoboda seconded and the motion carried without dissent.

3. Balconies identified for repairs and recoating – 1265 AS #1A Main Deck / 3852 TG #2A Master. Bdrm. Deck / 3443 TG #1A Master Bdrm. Deck - . (Work Pending estimates and board approval).

4. 3773 TG / 3838 TG /3230 TG / 3711 TG New gutter Proposal – Contractor: MOD - Estimated Cost \$8,994.72.

Remove and Replace gutters due to rust. Installing 2x3 Downspouts with new 3x4

Downspouts.

(Pending Board Approval).

Mr. Cheung moved to approve the estimated cost of \$8,994.72 from MOD to remove and replace gutters and install new 3x4 downspouts. Mr. Salomon seconded and the motion carried without dissent.

5. 3773 TG New replacement garage door panel (Work Pending estimate and board approval). Board agreed to review this matter.

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. 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 to start 4/15/19).
2. 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 in progress).
3. DuraLast Re-roofing Carport Project (Total 9 Carports) – Contractor: A -One Construction / Cost estimate - \$32,826.00 excluding permits - (Scheduled May start Date).
4. 3800 TG 1A Patio Concrete – Contractor: Five Star Cost \$7,775.00 – R & R 303 sq. ft. of new concrete due to displacement caused by tree roots (Work Scheduled).
5. 3288 TG – sliding glass door. There is a leak under the slider. It needs to be resealed. It will be done when the owner returns from vacation.

GOVERNING DOCUMENTS

No report.

EMERGENCY PREPAREDNESS

Mr. Johnsen reported that they have email addresses and will send out notices looking for coordinators.

PRESIDENT'S REPORT

Ms. Alley reported that the Board update went out to all members of Mutual Seventy. There have been 14 alterations. There will be a fee charged to extend alterations, if you have not completed the alterations within 6 months. It will be 50% of the original fee. Compost pails

will be given out. There will be 2 workshops on April 22 at 10:00 a.m. and 1:00 p.m. in the Fireside Room at Gateway. A third workshop will be held on May 4th in the Diablo Room at Hillside.

OLD BUSINESS

None

NEW BUSINESS

Mr. Donner reported that GRF is changing out lights to LED. The lights have been changed in the parking lots of most of the Clubhouses. They will change out all street lights to LED. They are working with PG&E.

ANNOUNCEMENTS

The next regular board meeting: Thursday, May 16, 2019 at 2:00 p.m. in the Board Room at Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:21 p.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy