

## MINUTES

### WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, SEPTEMBER 18, 2014 AT 2:00 P.M. BOARD ROOM – GATEWAY COMPLEX

President Eldon Rowe opened the meeting at 2:00 p.m. Directors Alan Matthews, Jerry Cruson, Russ Cunningham and Ellen Dietschy were also present. Five resident members were also present.

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

Excused: None

#### APPROVAL OF THE MINUTES

Mr. Rowe asked for any additions or corrections to the minutes of the regular session Board meeting of August 21, 2014. Hearing none, he declared them approved as written and reviewed.

Mr. Rowe asked for any additions or corrections to the minutes of the executive session Board meeting of August 21, 2014. Hearing none, he declared them approved as written and reviewed.

#### MEMBERS' FORUM

Claire Rosenzweig reported that she called the supplier listed on the brochure she was given. He gave her a contractor in Foster City. They have some samples for her to look at.

#### SECRETARY'S REPORT

No report

#### TREASURER'S REPORT

Mr. Cruson reported that the operating fund expenses YTD are \$413,000. That is \$35,000 over budget. The operating fund final balance is \$61,407.

The revenue to expenses will be improved as the year progresses. Mr. Cruson reported that because the Board directed money to the operating fund and the Mutual is not spending it, the Mutual is accumulating about \$9,200 each month. The Mutual could have about \$98,000 at the end of the year, which would be a large portion of the insurance payment for 2015.

Mr. Donner reported that some of the items that are currently over budget, such as gutter cleaning, plumbing, smoke detectors, and water will be on budget at the end of the year.

#### GUEST SPEAKER

Mark Stoddard and his son Vince attended the meeting as guest speakers. Mr. Stoddard was invited to explain the different options for the sump pumps in the elevators. (3288 and 3874)

Mr. Stoddard reported that the sanitary district has to approve the disposal system. The district will allow the Mutual to put water into the sewer system as long as it is protected via a sand/oil separator system. This would be installed adjacent to the elevator well outside in the landscape

area. It has a removable cover and is only a few feet in size. There are a series of baffles in the box that will allow the water to be separated from the oil and the water would flow out. It would need to be cleaned about once a year.

Additionally, there is a pump that is specifically designed for elevator pits. It comes equipped with a sensor and alarm package that controls this pump and only allows it to pump water. The alarm goes off which alerts that the water is pumped out and only oil is left. This could be an option, if the Mutual used this and the oil separator, to be enough cleanup to allow the water to go into the storm system. Stoddard would need to find out who would authorize this within the sanitary district.

Mr. Donner suggested that the Mutual get an itemized bid to help explain their choice to the membership.

Mr. Rowe asked Mr. Stoddard and Mr. West to meet and Mr. West can then present some numbers and information at the next Board meeting.

### PRESIDENTS' FORUM

Mr. Rowe reported the Presidents' Forum discussed budgets and the bank of landscaping located at the entrance to Rossmoor. This bank belongs to Project 36 of TWCM. They had asked Golden Rain to take it over, but Golden Rain has declined. Mr. Donner reported that TWCM will continue to maintain it. There will be much more discussion before Project 36 abandons the maintenance of this area.

### LANDSCAPE REPORT

Mr. Ormond reported that they are working on areas that will be rehabbed with mostly rock, cobble, and bark. There will be no planting of shrubs/plants until the drought ends. Dead or dying plants will be removed. There will be a tree walk with Ed Waraner. Mr. Ormond is waiting for dates. Mr. Rowe reported that the Mutual needs to address some tree problems.

Mr. Ormond stated that if an area has dead landscaping, the irrigation is being capped off.

Mr. Donner reported that although watering is only twice weekly, watering will be done every day from different stations.

### MUTUAL OPERATIONS REPORT

Mr. West reported that Stoddard Plumbing has completed the installation of sewer overflow protection devices (pop-ups) on all 6 three-story buildings. Touch up paint is complete. State Roofing has completed entries 4 and 6 and only has 3 buildings remaining. State was slated to start entry 7 on September 15, but they did not show. Mr. West spoke to them and was advised that they will be loading the roofs on September 26 and will begin on September 29.

Regarding 3288 Terra Granada, installation of sump pump in the elevator pit, Stoddard Plumbing will follow the recommendations of Contra Costa County Sewer District for sewer line disposal. The inspector wants an in-line filter (oil separator filter) installed. They want to do a scope-of-work for Stoddard Plumbing. Additionally, 3874 Terra Granada has an existing sump pump inside of the larger pit, but it is currently not working. Mr. West is waiting for an estimate.

All Clear has completed checking and installing batteries for 130 of 172 resident homes. Flyers will go up on September 11 to complete the residents that were not home the first time.

3711 4C has a rear balcony beam and trellis with dry rot. AMAC and Toupin will be providing estimates for repair.

Davis Plumbing will replace all hose bibs as directed by the Board.

Mr. Cruson motioned to continue replacing the common area hose bibs that are not a part of the owner's responsibility. Mr. Cunningham seconded and the motion carried without dissent.

MOD will inspect all balcony scuppers as directed by the Board. Mr. West reported that they are experimenting with a cone-type scupper guard.

Guest parking sign is installed at 1289. The cost was \$160.00

Mr. Cunningham suggested that the Mutual should have a policy that whenever a home is sold, there is a termite inspection done. There was discussion on the matter, but no action taken. There was a question of which party would be the owner of the report. It was stated that most likely the owner would want to have the report, not the Mutual.

The Board discussed gutter cleaning and gutter guards. None have been found to be really effective. They tend to break and need to be replaced every year. Mr. West advised the Board that the Mutual has a spot gutter cleaning and a full gutter cleaning. They are scheduled depending on the weather. Ideally, leaves should be off the trees as much as possible.

Mr. West reported that it would cost approximately \$68,000 to \$71,000 to redo an entire elevator.

#### EMERGENCY PREPAREDNESS COMMITTEE

Ms. Dietschy reported that she had received many more calls due to the Napa earthquake. Map Your Neighborhood seems to be gaining some attention as people are becoming more interested in it.

#### ALTERATIONS

Mr. Matthews reported that 19 alterations are in progress and 20 have been completed. Mr. Donner will make sure that an alterations meeting is scheduled for 1277 Avenida Sevilla 1B.

The Board addressed the 3622 Terra Granada #1A sales report. There is a tile deck that was applied for and an alteration permit was granted. The deck was inspected and is in good shape. The trellis was not approved and will be coming down, along with some other unapproved items. Mr. Rowe wants the owner to understand that they are buying the tile deck and are taking the responsibility for it. Mr. Rowe is not aware of any current buyers for this property. He will advise Bill Parsons of the Mutual's position on this property and the deck.

#### GOVERNING DOCUMENTS

Mr. Rowe reported that the Alterations (1.0) document is in the mail and some were delivered today.

#### HELSING REPORT

Mr. Cruson reported that Helsing has made the correction that the Board requested regarding the interest and inflation numbers to be used in their calculations.

Mr. Cruson motioned to adopt the Reserve Study for 2015, version dated August 19, 2014. Mr. Cunningham seconded and the motion carried without dissent.

#### OLD BUSINESS

Mr. Rowe reported that the GRF Trust Agreement Committee is still discussing matters. Mutual Sixty-Eight is not willing to compromise on the percentage.

#### NEW BUSINESS

Mr. Rowe reported Comcast is offering a new package, but the Board will not pursue it at this time. Mr. Rowe thinks this issue will come up again, perhaps as a contract item in 2016.

The Calendar of Meetings was presented to the Board.

Mr. Cunningham motioned to accept the Calendar of Meetings for 2015. Ms. Dietschy seconded and the motion carried without dissent.

#### ANNOUNCEMENT

The next regular board meeting: Thursday, October 16, 2014 at 2:00 p.m. in the Board Room in Gateway.

#### ADJOURMENT

Having no further business, the meeting adjourned at 3:30 p.m.

/s/

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Ellen Dietschy, Secretary  
Walnut Creek Mutual Seventy