

## MINUTES

### WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, NOVEMBER 16, 2017 AT 2:00 P.M. BOARD ROOM – GATEWAY COMPLEX

President Jill Alley opened the meeting at 2:00 p.m. Directors Dale Smith, Dennis Johnsen and Roger Svoboda were also present. Five 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 of the regular session Board meeting of October 19, 2017. Hearing none, she declared them approved as written and reviewed.

#### MEMBERS' FORUM

None

#### SECRETARY'S REPORT

None

#### TREASURER'S REPORT

Mr. Smith reported that the ending balance in the operating fund for October was \$34,755. The ending balance in the reserve fund for October was \$841,319. The combined total balance was \$876,074.

Mr. Smith explained the main reason for the drop in funds is due to rain and the need for gutter repairs, etc.

He also discussed the decision of the Board to do 4 elevators in 2017. The money was budgeted for the elevator expenses.

Mr. Smith reported that the increase in the coupon was \$25.00, but \$16.00 is the increase from GRF.

#### LANDSCAPE REPORT

Mr. Rowe reported that the committee met on Tuesday to go over the winter rehab projects done by MOD. They have decided that it is best to leave discretion on the projects up to Steve Ormond. He manages the crew and would know best how to get the most landscaping done. Doing work all in one area is more efficient than going all over the Mutual.

Mr. Ormond reported that the representatives gave him maps and areas to rehab. They will replace plants. They will do some enhancements at each entry per the landscape representatives. He will meet with them next week.

## MUTUAL OPERATIONS REPORT

Mr. West reported the following:

### Action Items:

1. 3535 TG 4A – Contractor AMAC – Change order for rebuilding pony wall railing due to extensive dry rot \$9,120.00.

*Mr. Svoboda moved to approve the change order in the amount of \$9,120.00.*

*Mr. Johnsen seconded and the motion carried without dissent.*

2. 3535 TG 4A – Contractor Perfect Painting – Estimate to recoat balcony \$4,908.75. Back out to bid for coating.

3. 1277 AS 2A – AMAC work on rear deck in the amount of \$7,070.00.

*Mr. Smith moved to approve proposal from AMAC in the amount of \$7,070.00 for work on the rear deck. Mr. Johnsen seconded and the motion carried without dissent.*

### Work in Progress:

1. R – Otis Elevator rehab contracts for \$436,000.00 plus Musco Electric upgrades - \$84,000.00.  
3874 TG - Start date 9/24. (work in progress).  
3711 TG and 3425 are scheduled for November and December. Otis will get this done by Christmas.
2. R - 3535 TG - 4A / 4B / 4C – Contractors: AMAC and Perfect Painting - Balcony rehab projects.  
Total Cost \$69,910.75 (work in progress).
3. R - 1285 AS 1B/2B – Contractors: AMAC and Perfect Painting - Balcony rehab \$18,048.75  
(work in progress).
4. R - 1277 AS 2A/2B -Contractors: AMAC and Perfect Painting - Balcony rehab \$20,880.00  
(work in progress).
5. R - 3663 TG 1B – Installation of new flashing, paper stucco and paint around leaking window. Contractor  
Five Star \$9,650.00. (work in progress).

## GOVERNING DOCUMENTS

Mr. Svoboda reported that the new legislation for solar panels will be in effect on January 1, 2018. Residents can install solar panels without 67% approval required. The committee is in the process of looking at existing policies with other Mutuals. They hope to have a policy early in 2018. They are looking at the CC&Rs to see what needs to be changed or updated. A request for proposals will go out to solar system providers to see who might be interested. Then a solar survey will be done.

Ms. Alley thanked Roger and the committee for their work.

#### OLD BUSINESS

Ms. Alley reported there will not be a meeting in December. The landscape committee will observe if residents have complied with the notification from the Board to move items from common areas.

#### NEW BUSINESS

Ms. Alley reported that some of the pages from the budget booklet will be eliminated due to redundancy.

#### ANNOUNCEMENT

The next regular board meeting: Thursday, January 18, 2018 at 2:00 p.m. in the Board Room at Gateway.

#### ADJOURNMENT

Having no further business, the meeting adjourned at 2:57 p.m.

/s/ \_\_\_\_\_  
Anne Paone, Assistant Secretary  
Walnut Creek Mutual Seventy