

MINUTES

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

President Jill Alley opened the meeting at 2:00 p.m. Directors Eldon Rowe, Dale Smith, and Ellen Dietschy were also present. Eight 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 February 16, 2017. Hearing none, she declared them approved as written and reviewed.

MEMBERS' FORUM

A resident reported that her PG&E bills were very high. A compressor broke and the system was operating on emergency heat. She did not know about it and it is very expensive. She stated that there were wires on the ground.

Mr. Rowe suggested residents get an annual inspection of their heating and air conditioning units.

The issue of the pond was discussed. It is not really a pond, but a drain is backed up and caused the water to pool like a pond. It will be cleaned out once the water is gone.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Smith reported that the beginning operating fund balance for February was \$56,875. It increased to an ending balance of \$66,316. The ending reserve balance was \$971,389. The combined total balance was \$1,037,705. The changes were due to the Board decision to include the final two elevators this year. This choice allowed the Board to take advantage of a 10% discount incentive offered by Otis Elevator.

Mr. Smith did a presentation regarding the 10-year spending plan. He has added a watermark on the report to identify it. The spending plan is the basic starting point for the 2018 budget.

The Building Committee will review the plan and the Board will adopt it at another meeting.

PRESIDENTS' FORUM

Ms. Alley reported there was a discussion on privacy and confidentiality of the Presidents' Forum meeting.

The Walnut Creek No Smoking Ordinance was discussed in relationship to how the Mutuals could handle smoking violations. The complaining party should be advised to call the Walnut Creek hotline.

TWCM is looking for a standard black mold rating to determine if a unit is safe. The numbers can change from day-to-day and from spot-to-spot. There is no state standard. If a unit has mold, an environmental company should be brought in. The Mutual needs to rely on experts.

Maureen O'Rourke spoke about websites for the Mutuals.

Mr. Donner reported that the contract with Commercial Support Services (CSS) will increase from \$3 to \$10 per cleaning of each trash enclosure, twice per month. There are 16 enclosures for a total of \$320 per month. The Board agreed to sign the contract.

LANDSCAPE REPORT

Mr. Rowe reported that the committee talked about the "pond". This area actually belongs to GRF.

There are lots of frogs around and they are eating the mosquito larvae.

Mr. Donner advised that Contra Costa Mosquito Abatement should be called if anyone sees mosquitoes.

Mr. Rowe stated that the landscape committee is entertaining replacing plants that have died, although some areas look better with just woodchips.

Mr. Ormond stated that it has been an honor and a pleasure working with Mr. Rowe.

Mr. Rowe will continue to serve on the landscape committee.

Mr. Ormond reported that moss rocks help keep rodents from digging under buildings.

MUTUAL OPERATIONS REPORT

Mr. West reported the following:

Action Items:

1. R - Iron Rail Painting Project. – Estimates from NCP \$55,120.00, MacFarlane \$70,450.00 & CVP \$44,590.00

Mr. Rowe moved to approve the proposal from CVP in the amount of \$44,590 for the iron rail painting project. It was seconded by Ms. Dietschy. The motion carried without dissent.

2. R – Carport DuraLast Project-flat part of the roof. - New roof buildup for 18 carports - Estimates from Sorenson \$66,636.00 & All Seasons \$67,332.00.

Mr. Rowe moved to approve the proposal from All Seasons in the amount of \$67,332 and to do roofing in 2 phases, 9 this year and 9 in 2018. Each year will be half of the proposed amount of \$67,332. Mr. Smith seconded and the motion carried without dissent.

Out for Bid:

1. O – 3663 TG – Water pressure. EBMUD inspected their equipment. Update . Davis Plumbing working on proposal to install boosters on each building at entry 6.
EBMUD said readings are within their standards.

Work in Progress:

1. R - Termite damage to carport #278 Entry 8 by 3800 TG - Joe Matta \$6,800. (Work in progress).
2. R- 3511 TG 1A – Bad balcony scupper causing damage. AMAC \$10,122. Deck Coating Perfect Painting \$4,860. Stucco & paint AMAC \$1,845. (work in progress).
3. R- 3288 TG – Dry Rot T & G ceiling boards and concrete breeze by 1A , beam by 4A and stairwell beam by 4 B. Joe Matta Construction. Cost \$30,780.00. (work in progress). Completed except stucco paint.
4. R- 10 yr. Smoke Detectors – 80% completed. (work in progress).
5. R – 3425 TG, 3711 TG, 3335 TG & 3874 TG – Otis Elevator rehab contracts for \$436,000.00 plus Musco Electric upgrades -\$80,000.00. (waiting for schedule start dates). Otis will start on July 1, 2017. It will be about 4-6 weeks for each elevator, then some additional time for the State to inspect. All of the work will be done by the end-of-the-year.

Completed Items:

1. R - Entry 3 main domestic line break – Roto Rotor completed repairs – Five Star completed street repair.
2. O- Full Gutter Cleaning – Perfect Painting \$8,400 (completed). Comes with a 30-day warranty.
3. R - 3258 TG 1B – Perfect painting front landing recoat \$300. Back balcony \$ 4,500. AMAC for stucco and paint. \$1,845. (Completed).
4. R – 3535 TG 2C – New Deck Coating on two balcony decks - EmpireWorks cost \$8,023.00. (Completed)

All Clear will give Mr. West a roster of units that they have not been able to access for the smoke detectors. The Board can then review the roster.

Residents will receive notice before starting the elevator work.

Mr. West reported that the Board will get a weekly update on major projects. MOD has a new form.

EMERGENCY PREPAREDNESS COMMITTEE

No report.

GOVERNING DOCUMENTS

Ms. Dietschy reported that there have not been any meetings to date.

OLD BUSINESS

None

NEW BUSINESS

Ms. Alley reported that Mr. Rowe resigned effective at the end of this meeting. Ms. Alley commented that she has true gratitude for the time and energy and all of the work that Mr. Rowe has done while serving on the Board. His leadership has been much appreciated. Mr. Rowe stated that it has been a pleasure serving on the Board and serving the community. The residents are very cooperative. There have been no complaints about the budget. Staff has been wonderful.

Ms. Alley announced that the Board has appointed Roger Svoboda to fill the vacancy created by Mr. Rowe's resignation.

Ms. Alley reported that Herb Salomon has been appointed as the Inspector of Elections.

ANNOUNCEMENT

Mr. Donner advised the Board that he will be on vacation starting April 19, 2017, so he will be unavailable to attend the next meeting.

The next regular board meeting: Thursday, April 20, 2017 at 2:00 p.m. in the Board Room in Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:20 p.m.

/s/ _____
Anne Paone, Assistant Secretary
Walnut Creek Mutual Seventy