

## MINUTES

### WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, AUGUST 16, 2018 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; and Anne Paone, Assistant Secretary.

#### APPROVAL OF THE MINUTES

Ms. Alley asked for any additions or corrections to the minutes as follows:

Regular Board Meeting – July 19, 2018

Hearing none, she declared them approved as written and reviewed.

#### MEMBERS' FORUM

Members Forum was held. A resident thanked the Board for approving the "No Parking" sign that he had requested. Parking was discussed as the same four residents are always using the 10 available spaces.

#### SECRETARY'S REPORT

None

#### TREASURER'S REPORT

Mr. Smith reported the Operating fund beginning balance for July was \$12,512 and the ending balance was \$10,311. This was mostly due to water usage. The Reserve fund beginning balance was \$706,089 and the ending balance was \$743,198. The ending balance total for both funds was \$753,509.

Mr. Smith recommended that, in the very near future, two positions for Treasurer be established as follows: Treasurer for Operating Costs and Treasurer for Reserve Spending. He provided the Board with a breakdown of each position's responsibilities.

Ms. Alley stated the Board will discuss his recommendation.

#### LANDSCAPE REPORT

No report.

#### MUTUAL OPERATIONS REPORT

Mr. West reported the following:

1. 1269 TG 1B – Deck Coating – Contractor: Perfect Painting estimate \$5,775.00 (pre-approved by the building committee).

*Mr. Johnsen moved to approve the estimate from Perfect Painting in the amount of \$5,775.00. Mr. Smith seconded and the motion carried without dissent.*

2. 3425 TG 2C – Deck Coating - Contractor: A One Construction ( Estimate to be presented to the board).
3. 3511 TG 1B – Deck Coating - Contractor: A One Construction ( Estimate to be presented to the board).
4. 2018 October Gutter Cleaning – Contractor: Professional Gutter Service Estimate \$19,606.00

This includes all building and carport roof gutter and downspout cleaning. (Balconies not included in price).

Mr. West reported there is \$21,500 in the budget for gutter cleaning per year.

*Mr. Smith moved to approve one cleaning with Professional Gutter Service in the amount of \$19,606.00, which does not include balconies. Mr. Svoboda seconded and the motion carried without dissent.*

#### INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. 3288 TG 1C Balcony / Deck repair – Contractor AMAC \$10,210.00 (Work in Progress).  
Deck Coating contractor: Perfect Painting \$4,870.25 (Scheduled).
2. New signage “ No Parking Anytime” was installed by 3352 TG Entry 4 (Completed).

The Solar Apps/Inverter locations is really the Alteration/Resale Department’s responsibility, but Mr. West commented that there should be the minimum amount of penetrations necessary. They need to follow the City guidelines.

#### GOVERNING DOCUMENTS

Mr. Svoboda reported that they are in the process of compiling a list of CC&R rules that may need to be developed or revised.

#### OLD BUSINESS

- a. Collections: Ms. Alley reported that most people have come off the list. The list is now almost clear.
- b. Common Area Violations: At the behest of the Board, Brightview will pick up items that residents have left in common areas. The Landscape Committee will have a new list to provide to the Board of common area violations.

#### NEW BUSINESS

- a. Composting: Ms. Carol Weed reported that she is on the Trash Talk Committee. On September 4<sup>th</sup> at 7 p.m. in the Fairway Room at Creekside, the General Manager of Mt. Diablo Waste will give a talk. China is no longer accepting plastic waste. Tentatively, Recycle Smart will roll out composting to all of the Mutuals. There are small composting carts that can be used.

- b. Mutual Website: Ms. Alley reported if Mutual 70 had their own website, they would need a webmaster to maintain it.
- c. Late Fees: Ms. Alley reported there is not much of a penalty to pay for being late. Mr. Cheung will work with Mr. Svoboda on this matter. Tess Haskett will confirm that amounts are within the civil code.

Mr. Svoboda reported that the Mutual should consider having a quarterly newsletter. Ms. Alley thought perhaps twice a year would be sufficient. The Board will give it some consideration.

The next regular board meeting: Thursday, September 20, 2018 at 2:00 p.m. in the Board Room at Gateway.

### ADJOURNMENT

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

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