

MINUTES

WALNUT CREEK MUTUAL SEVENTY REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, SEPTEMBER 15, 2016 AT 2:00 P.M. BOARD ROOM – GATEWAY COMPLEX

President Jill Alley opened the meeting at 2:00 p.m. Directors Dale Smith, Jerry Cruson, Eldon Rowe and Ellen Dietschy were also present. Six resident members were also present.

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

APPROVAL OF THE MINUTES

Ms. Alley asked for any additions or corrections to the minutes of the regular session Board meeting of August 18, 2016. Hearing none, she declared them approved as written and reviewed.

MEMBERS' FORUM

Resident recommended that the Board consider adding the landline and DVR package from Comcast. Ms. Alley stated that the Board will address this at a later date. Mr. Rowe stated that the Board could send out a questionnaire or could make the decision on their own without any feedback.

SECRETARY'S REPORT

No report

TREASURER'S REPORT

Mr. Smith reported that the operating and Reserve funds have had a \$100,000 increase in the month of August. This is because all of the money that was budgeted was not spent. The Mutual is in good shape. The operating fund balance for the month was \$97,916. The reserve fund balance was \$1,036,895. The total of both funds is \$1,134,811.

Mr. Smith reported that the budget meeting went well. Mr. Cruson and Mr. Smith met with Helsing to review the reserve study report.

Mr. West reported that the Mutual is \$7,272 better than budget.

Mr. Smith reported that \$250,000 of work being done has not been reflected in the books yet.

Mr. West stated that the cost per elevator is \$120,000. Electrical is \$20,000, cab enhancement is \$20,000 and \$80,000 for upgrades.

PRESIDENTS' FORUM

Ms. Alley reported that at the August meeting, co-occupancy was discussed. GRF is creating a new form. There may be a \$150 fee for the application.

Landscaping and the relationship of the landscapers with the Mutuals were discussed. Paul Donner and Dennis Bell did a presentation of Nixle. MOD would pay a one-time fee of \$5,000. This is an emergency notification system. Residents would be able to receive text messages about any emergencies or notification if there is an electrical outage or loss-of-water.

Tim O'Keefe reviewed the Comcast package and talked about the Mutuals' options such as landlines and DVRs.

LANDSCAPE REPORT

Mr. Ormond reported that they had their committee meeting. The yearly tree maintenance walk-through will be on October 5 at 9:00 a.m.

Mr. Rowe stated that the committee had a discussion on different entries. The committee is still in the remove plants and not replace them mode. They are starting to receive landscape rehab requests. The landscaping looks very good.

Ms. Pollon attended the Board meeting and said hello to everyone.

Mr. Ormond has asked Valley Crest for a proposal for 3270 Terra Granada. Animals are getting under the building. They will use mesh and rock to block off openings.

Mr. Rowe reported that they have applied for a permit to remove a dead Alder tree at Entry three.

MUTUAL OPERATIONS REPORT

Mr. West presented his report as follows:

Work in Progress:

1. 10 yr. Smoke Detectors - All Clear \$18,920. Detectors on order (scheduled start date 9/19/16) Mr. West reported that the start date will be the last week of September or the first week of October. The detectors will be ordered this week.
2. 3330 - Elevator Rehab. Otis Elevators and Musco Electric start date 8-29-16. Mr. West spoke to Jared, the supervisor, and everything is going smoothly.
3. 3288 TG – Dry Rot T & G (tongue and groove) ceiling boards and concrete breezeway by 1A , beam by 4A and stair well beam by 4 B. Bertolami Structural engineering to draw up scope to go out to bid.
4. New signage emergency procedures on order for 4 elevators. The signage is now up in 4 elevators.

Follow Up:

1. 3206 TG Building - Termite Treatment for building (scheduled for Sept 19th).
2. 3288 TG – Elevator Rehab. Otis Elevators and Musco completed on 8/29/16. (State inspection update).
3. 3838 TG – Fabricate and install new trash enclosure gates – Eagle iron \$2,500.00 completed (9/2/16)

Mr. West gave Ms. Alley a change order for \$1,700 for new hydraulic oil for elevators.

EMERGENCY PREPAREDNESS COMMITTEE

Ms. Dietschy reported that there will be a Fair at the end of September. Residents will learn about radio systems and what to do if an event happens and you are on your own.

GOVERNING DOCUMENTS

Mr. Cruson reported that there is a potential disagreement between the operating rules and the CC&Rs regarding who is responsible to replace garage doors. Section 1.11 of the rules states in part that all owners may change the tilt-up solid wood panel doors with a sectional metal roll-up door without an alteration permit as long as the owner uses the approved door brand and color. The owner must pay for the door and any equipment changes. Owners pay when it is their choice. The door is maintained by the Mutual for normal wear and tear. However, Section 6.2 of the CC&Rs requires that the Mutual maintain, repair, replace and paint the garage doors. And the current long range plan calls for replacement in 2019.

Roy Helsing has advised that there has been a change in the Civil Code effective Jan. 1, 2017 to clarify that "maintain" means that plus repair and *replacement* and that it is the Mutual's responsibility for all items on common property unless an item is specifically excluded in the gov. docs. before Jan. 1. This would mean that the heat pumps and related equipment would become the Mutuals' responsibility unless we adopt an amendment to exclude.

Mr. Rowe asked if the Mutual ever came up with a definition for designated occupant. Mr. Cruson said he thinks it should be recommended at the Presidents' Forum, so that maybe all of the Mutuals would agree on the definition.

Mr. Cruson will contact our attorney regarding each of these issues.

OLD BUSINESS

None

NEW BUSINESS

Mr. Rowe suggested that the Mutual might consider doing a survey of the residents regarding the new Comcast offer for DVEs and a landline.

ANNOUNCEMENT

The next regular board meeting: Thursday, October 20, 2016 at 2:00 p.m. in the Board Room in Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:12 p.m.

/s/ Ellen Dietschy, Secretary
Walnut Creek Mutual Seventy