

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JANUARY 19, 2016 AT 9:30 A.M.
DONNER ROOM, EVENT CENTER, WALNUT CREEK

President Charles Coburn called to order a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL SIXTY-FIVE at 9:30 a.m. on Tuesday, January 19, 2016, in the Donner Room at the Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

PRESENT: Charles (Chuck) Coburn, President
Tom Harrick, Second Vice President
Durwin Shepson, Secretary

EXCUSED: Tom Lenz, Treasurer
Richard (Dick) Walsh, First Vice President

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rich Perona, Landscape Manager and Anne Paone, Administrative Secretary.

There were also 14 residents present.

APPROVAL OF MINUTES

Mr. Shepson moved to approve the minutes of the quarterly Board meeting of October 20, 2015 as written and reviewed. Mr. Harrick seconded and the motion carried without dissent.

PRESIDENT'S REPORT

Mr. Coburn thanked Mary Dain for doing the Christmas lights. There have been some reports of rats running around so Mr. Coburn reminded everyone not to leave food out for animals. It attracts rodents. Mr. Donner commented that if anyone sees rats they should call MOD or email them at workorder@rossmoor.com. MOD can put out a bait station.

FIRST VICE PRESIDENT'S REPORT

Mr. Coburn reported on behalf of Mr. Walsh that Wales has one meter, so the Mutual put in a second meter to separate the domestic water from landscaping water. This will help monitor the water usage. Comstock has more meters and they separate the landscaping water from domestic. The Mutual is still actively watching the water consumption.

SECOND VICE PRESIDENT'S REPORT

No report.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Donner reported that through November the balance in the operating fund was \$38,450. The balance in the reserves fund was \$254,943 for a combined total of \$293,393. The Mutual was \$17,845 under budget. This number may be even better next month. Every category was under, including water. Insurance came in under budget. insurance is placed after the budget is done.

MANAGER'S REPORT – Paul Donner and Rick West

Mr. West reported the following:

1. Estimate for new ten year smoke detectors. Sang Electric – 45 manors x 5 units per manor at \$35 ea. = \$175 + \$100 Labor each manor = \$275 per manor x 45 manors = \$12,375.00.
(Board already approved)
2. New signage at Wales and Comstock (pictures of possible styles presented to Board).
 - Mr. Coburn suggested that a committee be formed to decide on what type of sign to select. Let Mr. Shepson know if any residents are interested.
3. 1802 Wales - Rain leak repair small drywall texture repair living room ceiling.
4. 1807 Wales – Rain leak water stain at bedroom ceiling.
 - Mr. West reported that they are investigating the cause of the leaks to see if they are covered under the warranty.
5. 2016 Proposed asphalt project Budget \$30,000 for slurry coat with striping. \$11,900 for seal coat and striping and \$164,500 for full replacement.
 - The Board will place it on the next meeting's agenda to make a decision because this is not usually done until the summer months.

EMERGENCY PREPAREDNESS

Mr. Coburn discussed the possibility of the Mutual building a shed for certain emergency items and equipment. Other Mutuals feel that residents should have to take care of themselves.

Ms. Holland reported that Lisa Katzki of Ready Care sells all kinds of supplies including a container that can hold 55 gallons of water. This includes tablets which can help the water last up to 5 years. One could be placed on Wales and 2 on Comstock, but people can make decisions for themselves.

Ms. Holland also reminded the membership that there is a volunteer service in Rossmoor that will call you every morning. They call three times to check on you. If there is no answer, Securitas will come to your home to check. There is an organization called the Companion Club. The resident pays for this service. They will cook and care for you if you have been hospitalized. They will do your taxes, take care of your pets or drive you to the airport. They all live in Rossmoor.

Mr. Coburn reported that the Mutual considered buying everyone a safety pack which would include a radio, but there wasn't much support for this. He encouraged residents to buy one for themselves.

Mr. Donner reported that if there is an emergency, residents will be on their own for water and food. Employees would try to get back to Rossmoor, but most residents would shelter in place, unless they are specifically told to evacuate.

Ms. Holland reported that residents should have oxygen back-up, if they need it.

A resident suggested that pool water could be used to flush toilets.

The Board decided that they will look at Ms. Holland's containers before they make a decision to purchase some for the Mutual.

The purchase of containers was tabled for the next meeting.

BUILDING MAINTENANCE COMMITTEE REPORT – Durwin Shepson

No report.

SOCIAL COMMITTEE REPORT – Pamela Walsh

No report.

LANDSCAPE COMMITTEE REPORT – Ernie Glaser and Rich Perona

Mr. Perona reported the following:

LAWN MAINTENANCE: Lawns will be fertilized in late February or early March with Turf Supreme (16-6-8), a balanced fertilizer.

ENTRY MAINTENANCE: Entry maintenance crews are working on leaf clean up, spot spraying weeds and pruning various shrubs.

TREE MAINTENANCE: I will set up a walk with the Mutual's landscape representative to look at tree pruning.

LANDSCAPE REHAB: Rehab work is scheduled for mid-May; again, the landscape rep and

I will walk the Mutual to plan out work.

Since we are still in a drought, we will continue to water twice per week, per EBMUD.

UNFINISHED BUSINESS

Mr. Harrick gave an update on the turf replacement project. Twenty-three areas are in need of beautification. The Board approved replacing turf on fourteen of these areas and was billed as budgeted at \$14,000. There is a rebate of \$1,000 from EBMUD. There will be some plantings during the replacement.

This leaves ten properties for potential turf replacement. It is recommended that any further activity on turf replacement be deferred due to rains. These areas may be reassessed at a later date. The drought is not really over and we can review where we can save water.

Mr. Shepson thanked Mr. Harrick for all of his time and work on this project.

NEW BUSINESS

Mr. Coburn reported that on Wales and probably Comstock, people don't see the street signs. The Board might consider painting one side of the curb red. With cars on both sides of the street, vision is blocked.

Mr. Donner advised that painting the curb red will also create an on-going maintenance issue.

Mr. Shepson stated that the paint breaks down fairly easily and therefore, he is against it.

Mr. Coburn agreed and reminded residents that they need to be aware when driving down the street.

A resident suggested a note should go out reminding those that have caregivers where they can park.

Mr. Coburn will compose a notice, along with some other information, to be mailed to the members.

Mr. Harrick mentioned residents on Castleberry that have a turn-around behind their garage, which allows them to back out and get to the street. This area is not marked and the vehicle is often parked there. There was discussion about painting that curb. The Board agreed that a sign should be placed there first to see if that solves the problem.

Mr. Coburn reminded the membership that there are two Board positions up for election. He encouraged anyone interested to contact Mitzi by March 7th.

Mitzi Weinberg has volunteered to be the Nominating Committee chair. She will need a formal written notice of your intentions to be a candidate.

RESIDENTS' FORUM

A resident reported that he made a call to MOD and was very impressed at how quickly they responded.

Mr. Shepson asked a new resident to stand and introduce himself. He reported finding about thirty rubber bands in the street. After some discussion, it was determined that it was most likely from the Contra Costa Times when the paperboy wraps the papers for delivery. Mr. Donner said he can call them to report this and ask that this practice stop.

A resident mentioned that he needs some weather stripping. This is a resident billable item, but MOD can do the work.

ADJOURNMENT

The next meeting will be the Annual Members Meeting on Tuesday, April 19, 2016 at 9:30 a.m. in the Donner Room at the Event Center.

Having no further business, the meeting adjourned at 10:15 a.m.

/s/ _____
Durwin Shepson, Secretary
Walnut Creek Mutual Sixty-Five