

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JANUARY 19, 2021 AT 9:30 A.M.
ZOOM

President Tom Lenz 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, 2021, via Zoom.

PRESENT: Tom Lenz, President
Richard (Dick) Walsh, First Vice President
Lois Kadosh, Second Vice President
Clark Nelson, Treasurer
Ed O'Dea, Secretary

EXCUSED: None

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

There were also 10 residents present.

APPROVAL OF MINUTES

Ms. Kadosh moved to approve the minutes of the October 27, 2020 Regular Board Meeting and the August 11, 2020, October 6, 2020 and December 16, 2020 Special Meetings as written and reviewed. Mr. O'Dea seconded and the motion carried without dissent.

PRESIDENT'S REPORT

Mr. Lenz reported that on December 16, the Board held a special meeting to adopt the rental rules. The Board sent out a notice. They have been approved by the Mutual 65 Board. There is only one unit that is leased.

The voting for the special assessment was held. There were 36 ballots received. 35 were valid and one ballot was invalid. There were 34 ballots for the special assessment and only 1 ballot against it. The special assessment passed.

The Presidents Forum was held and the topic of feral pigs tearing up lawns was discussed.

A reminder to residents that if you call MOD or Securitas for service inside of your residence, it will be your expense.

Mr. Donner reported that in some instances, it could be the Mutual's expense. That would be determined when investigating the issue.

FIRST VICE PRESIDENT'S REPORT

None

SECOND VICE PRESIDENT'S REPORT

No report.

SECRETARY'S REPORT

None

TREASURER'S REPORT

Mr. Nelson reported that the December financials were not available. For November, the operating fund had \$405,000 with operating expenses of \$381,000. The Mutual was \$24,000 under budget.

The reserve fund had \$464,000, which was in line with the budget. Gutter work was \$91,000. MOD is painting and it will be charged in 2021.

The Mutual has received 29 out of 44 special assessment payments to date. Mr. Lenz stated the Board will wait until January 31, 2021 to see who might be delinquent and then send a reminder in the first week of February.

\$35,000 was borrowed in 2019 from the reserve account to pay for the 2020 insurance premium. This money should be paid back to the reserves.

Mr. Nelson moved to take \$35,000 from the operating fund to repay the reserve fund for the insurance premium. Ms. Kadosh seconded and the motion carried without dissent.

MANAGER'S REPORT – Paul Donner and Rick West

Mr. Donner reported that the insurance came in slightly below budget. There are no final numbers yet. Insurance was budgeted for with a 35% increase. It may come in at about 30%. Some personnel has been shifted around. There are work order staff working from home. MOD is following social distancing protocol and is not open to residents.

BUILDING MAINTENANCE COMMITTEE REPORT – Lois Kadosh/Rick West

Ms. Kadosh reported that the mailbox at 1719-1721 was hit again. It has been repaired.

Mr. West reported the following:

INFORMATION ITEMS: Work in Progress or Completed.

1. New gutter and downspout installation for all 16 buildings.
Contractor: A One Construction – Cost \$91,150.00.
(This Project Has Been Completed).
2. MOD to paint 264 new downspouts to match existing building paint.
Cost \$11,373.00.

(This Project is still in progress. To date 50% Completed).

3. 1803 Wales - Emergency underground Fire Sprinkler system Line break.
Contractors: AMAC / MOD / Fire Protection Management.
Waiting for all invoices to arrive. Estimated Cost \$6,500.00.
(This Project Has Been Completed).
4. 1800 Wales – Emergency Main line break at meter. Contractor: Five Star
Waiting for invoice to arrive for total project cost.
(This Project Has Been Completed).
5. 1704 Comstock – MOD to complete a total back deck inspection.
Due to suspected Dry Rot issues.
(Scheduling with the resident for access).

Mr. West reported that Outdoor Keepers will be coming out the first week in February to clean the gutters.

EMERGENCY PREPAREDNESS

No report.

SOCIAL COMMITTEE REPORT – Cathy O’Dea

No report.

LANDSCAPE COMMITTEE REPORT – Ruth Reeves/Pamela Walsh/Rebecca Pollon

Ms. Walsh deferred to Ms. Pollon.

Ms. Pollon displayed the annual worksheet. There is \$26,000 for projects.

MOD days are pre-paid labor to use the crew for a total of 8 days. The Mutual only pays for materials.

The irrigations is up-to-date and anything can be updated as they do projects. It is hard to install lawns. The tree roots are a problem. The roots take over the soil. Landscaping has tried to remove lawns and plant plants, but the plants die. A town hall might be held to discuss how to move forward. All of the lawns can be removed. Trees can be thinned out in some locations. Pamela Walsh and Ms. Pollon will get together to discuss scheduling a town hall.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Ratify Approval of Emergency Repair-1805 Wales for \$6,599
*Mr. Walsh moved to ratify approval of \$6,599 for the repair at 1805 Wales.
Ms. Kadosh seconded and the motion carried without dissent.*

2. Motion for Board to Allow President or Treasurer to Approve Items Up to \$5,000-Over This Amount Requires Board Approval

Mr. O'Dea moved to allow the President or Treasurer the ability to approve items up to \$5,000. Any amount over will require Board approval. Mr. Walsh seconded and the motion carried without dissent.

RESIDENTS' FORUM

Resident asked if the Board is considering removing trees because the landscape does not look very nice. Ms. Pollon stated that they can remove selective trees and thin some out.

Resident would like another person added to the landscape committee on Comstock. Ms. Pollon reported that residents will have a chance to make comments regarding landscaping. An additional person is not always necessary.

ADJOURNMENT

The next meeting will be the Annual Meeting on Tuesday, April 20, 2021 at 9:30 a.m. via Zoom.

Having no further business, the meeting adjourned at 10:19 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Sixty-Five