

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JULY 16, 2019 AT 9:30 A.M.
DONNER ROOM, EVENT CENTER, WALNUT CREEK

President Tom Harrick called to order a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL SIXTY-FIVE at 9:30 a.m. on Tuesday, July 16, 2019, in the Donner Room at the Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

PRESENT: Tom Harrick, President
Ed O'Dea, Second Vice President
Tom Lenz, Treasurer
Lois Kadosh, Secretary

EXCUSED: Richard (Dick) Walsh, First Vice President

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

There were also 18 residents present.

APPROVAL OF MINUTES

Mr. O'Dea moved to approve the minutes of the Annual and Organizational meetings of April 16, 2019 as written and reviewed. Mr. Lenz seconded and the motion carried without dissent.

PRESIDENT'S REPORT

Mr. Harrick thanked Kathy O'Dea and her Social Committee for planning and putting on the annual summer BBQ. Forty-three members were present, which was one of the best turnouts in years. The meal was excellent.

Mr. Harrick reported on the Presidents' Forum held on June 24th. Three significant topics were presented: 1. Modifications to the Rossmoor website to include more information, particularly on alterations done to individual units as well as to common areas as in changes in water and gas lines, electrical/television trenches. These are often buried and forgotten. 2. The Rossmoor News website will also be modified and improved. A new "e" version of the News will be displayed on the website. 3. The membership transfer fee structure is being reviewed. There are currently 90 fees that have not been paid due to multiple ownership – one family owns multiple units but avoids paying the transfer fees on all but one unit. Accounting estimates that nearly \$1 million has not been collected by GRF which effects the annual coupon for all owners.

FIRST VICE PRESIDENT'S REPORT

None

SECOND VICE PRESIDENT'S REPORT

No report.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Lenz reported the June 30th operating fund had an excess over expenses of \$6,866. YTD, the Mutual is \$2,200 over budget. The reserve account is favorable to budget by \$69,555. The total for June is \$498,275.

Ms. Kadosh moved to certify compliance with Section 5500 of Davis-Stirling. Mr. O'Dea seconded and the motion carried without dissent.

MANAGER'S REPORT – Paul Donner and Rick West

Mr. Donner reported it is officially budget season. Rick West, Rebecca Pollon, Jo Ann Cooper and he will put together a draft budget for the Mutual Board to review.

BUILDING MAINTENANCE COMMITTEE REPORT – Lois Kadosh/Rick West

Mr. West reported the following:

PENDING ITEMS: Proposal review for Approval

1. Gutter & Downspout Cleaning – Contractor: Professional Gutter Services – New 3 year contract proposal presented to the board for approval.

Cost \$2,560 each cleaning - cleanings scheduled for early November and late February.

Ms. Kadosh moved to approve the proposal from Professional Gutter Services for years 2019, 2020, and 2021 in the amount of \$2,560 per cleaning each year for a yearly total of \$5,120. Mr. Lenz seconded and the motion carried without dissent.

INFORMATION ITEMS: Work In Progress or Completed.

1. 5 New replacement (No Parking Any Time) signs – cost \$431.00 includes new signs and labor to install the signs. Contractor: MOD. (Work Completed).
2. 1727 Comstock – Washing Machine leak - Contractor : Steamatic Started remediation work – Resident contacted Insurance to complete repairs. (all work is resident billable).

EMERGENCY PREPAREDNESS

Mr. Holland reported there was a meeting at their house. Fifteen residents attended. They will schedule another meeting in the future.

SOCIAL COMMITTEE REPORT – Cathy O'Dea

Ms. O'Dea reported the BBQ was a success. She thanked her committee for all of their help.

LANDSCAPE COMMITTEE REPORT – Pamela Walsh/Rebecca Pollon

Mr. Donner reported that weekly mowing and edging is being done. They will irrigate more frequently with the hot weather now here. Please call the work order desk if you see any leaks. The summer pruning work is being done. The Mutual had 5 MOD days in mid-May. There are 2 days left to use in the Fall. There is approximately \$15,000 left in the budget. There will be some work completed in mid-July.

UNFINISHED BUSINESS

1. CC&Rs: Ms. Kadosh reported drafts have been received from the attorney. She will be scheduling a meeting with Melissa Ward for review. Mr. Harrick reported the CC&Rs have been the same for the past 20 years and it is time to update them. It requires a vote of the membership.
2. Painting of Curb Near Mailboxes: The Board asked Rick West to provide an estimate for this painting.

NEW BUSINESS

Mr. Harrick reported that he is investigating the slope behind 1706 Comstock. His understanding is that the builder, Shea Homes, would be responsible for maintaining this area.

RESIDENTS' FORUM

A resident reported animals doing their business on lawns. Sometimes animals are not leashed. The Board agreed to have Anne Paone, Assistant Secretary, send out a notice to all members reminding them to pick up after their pets.

A resident asked about lawns. Ms. Pollon's report indicated that the turf is in bad shape due to age, tree roots and wear and tear. Bids have been prepared for the renovation of all lawns on Wales and Comstock. Castleberry is not included. The work can be completed within 3 years.

The Board discussed installing a "Devonshire" sign. There are many different types. Three members will do some research on this and will present information to the Board.

A resident asked about a tree removal that was done. Mr. Donner reported this was part of Ms. Pollan's landscape plan for the Mutual.

ADJOURNMENT

The next meeting will be the Board Meeting on Tuesday, October 22, 2019 at 9:30 a.m. in the Donner Room at the Event Center.

Having no further business, the meeting adjourned at 10:40 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Sixty-Five