

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JULY 21, 2020 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, July 21, 2020, 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 Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager and Anne Paone, Administrative Secretary. Paul Donner, Director of Mutual Operations was excused.

There were also 11 residents present.

APPROVAL OF MINUTES

Mr. O'Dea moved to approve the minutes of the May 12, 2020 Annual and Organizational minutes as written and reviewed. Mr. Walsh seconded and the motion carried without dissent.

PRESIDENT'S REPORT

Mr. Lenz reported that the Public Safety Department is open for RFID tags. There are no open houses, but residents can sell their home.

FIRST VICE PRESIDENT'S REPORT

None

SECOND VICE PRESIDENT'S REPORT

No report.

SECRETARY'S REPORT

None

TREASURER'S REPORT

Mr. O'Dea reported that revenues are on target. Expenses were \$20,000 under budget,

mostly due to less water usage. There is \$545,000 in the reserve fund and about \$75,000 is added each month. Receivables are good.

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

MANAGER'S REPORT – Paul Donner and Rick West

None

BUILDING MAINTENANCE COMMITTEE REPORT – Lois Kadosh/Rick West

Ms. Kadosh deferred to Rick West to give his report.

Mr. West reported the following:

PENDING ITEMS: Proposal review for Approval

1. Proposed projects scheduled for 2020 includes installation of new gutters and downspouts. Budgeted at \$79,000.00.
Received Bids from Contractors: A One Construction – Gutters \$56,404.00 / Downspouts \$34,746.00. / Gutter Guards \$21,279.00 Total \$112,429.00
Timberline Roofing \$141,785.00 for Gutters / Downspouts / Gutter Guards.
Five Star's estimate is still pending.
(Proposals to be presented to the Board for approval).

INFORMATION ITEMS: Work in Progress or Completed.

1. MOD inspected all Mutual 65 Building Gas shut off valves .
(Work was completed in April. No issues were found).
2. 1723 Comstock – MOD painted residents faded entry door. Cost \$272.00.
(Work was Complete).
3. 1817 Wales – MOD replaced driveway pagoda lights photocell - \$ cost 111.00.
(Work was Complete).

Mr. Lenz stated that he would prefer to delay the gutter guards. Mr. Walsh and Mr. O'Dea agreed.

Ms. Kadosh moved to approve the proposal form A One Construction for the gutters and downspouts in the amount of \$91,150. Mr. Walsh seconded and the motion carried without dissent.

EMERGENCY PREPAREDNESS

Ms. Holland thanked AL Kadosh for his questionnaire to provide to residents. They have been passed out.

SOCIAL COMMITTEE REPORT – Cathy O’Dea

No report.

LANDSCAPE COMMITTEE REPORT – Pamela Walsh/Rebecca Pollon

Ms. Pollon provided the Board with the following worksheet:

MUTUAL ANNUAL WORKSHEET
M65-DEVONSHIRE

ANNUAL GOALS 2020

- 1) *Create plan for renovating/rethinking root-impacted lawns*
- 2) *Renovate lawns that are viable*
- 3) *Replace much of the 26-year old bushes with water saving and attractive plants (Pamela)*
- 4) *Follow up/obtain fire abatement grant (\$5,000)*
- 5) *Replant area where Acacias were removed*

<u>PROJECTS (RESERVES)</u>	<u>\$26,000</u>	
<u>AVAILABLE BUDGET</u>	<u>\$26,000</u>	
1) 1719-1721 Lawn conversion	\$5,415	
2) Reduce/rethink root-impacted lawns		
3) Replant behind Comstock where Acacia was removed necessary		\$6,755 Possibly deemed not

M.O.D DAYS OR SMALL PROJECTS

1) Plant replacements	\$TBD
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<u>TREE BUDGET (RESERVES)</u>	<u>\$9,000</u>
<u>AVAILABLE BUDGET</u>	<u>\$9,000</u>
1) Annual maintenance	\$6,450
2) Removals	\$TBD

<u>FIRE ABATEMENT</u>	<u>N/A</u>
Weedeating	Included in contract
Tree limbing	\$0-Completed 2019

<u>IRRIGATION PLAN</u>	<u>\$1,900</u>
<u>AVAILABLE BUDGET</u>	<u>\$1,650</u>
Total clocks	3
Clocks older than 5 years	1
Subscription fee (~\$250 each clock older than 5 years)	\$250

Number of clocks to replace (older than 10 years)

0. Up to date until 2024

Use funds to upgrade irrigation in new rehabs

WHAT ARE M56 ASSETS / WHAT MAKES IT UNIQUE?

- LOCATION- CLOSE TO FITNESS AND CLUBHOUSES
- VERY FRIENDLY/INTIMATE/SMALL
- LOTS OF FLAT AREAS FOR WALKING

10 YEAR GOALS

- 1) *Develop long-term plan for mutual landscape renovation*

Ms. Pollon presented two proposals to the Board. Waraner proposal for annual tree maintenance and Terra Landscape for turf removal. The tree roots are competing for water, so it would be best to remove the lawn. There is \$9,000 available in the tree budget and money in the reserves for Terra Landscape work.

Mr. Walsh moved to approve the proposal from Waraner Bros. Tree Service in the amount of \$6,675 for annual tree maintenance. Mr. O'Dea seconded and the motion carried without dissent.

Mr. Walsh moved to approve the proposal from Terra Landscape in the amount of \$5,415 for 1719 and 1721 Comstock. Remove lawn and build a short retaining wall at 1719. Plant shrubs with bubblers and install mulch. Mr. Nelson seconded and the motion carried without dissent.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

RESIDENTS' FORUM

A resident asked when the landscape projects will begin. Ms. Pollon estimated in 2-3 weeks.

A resident was concerned about grasses behind home. Homeless people go there. The fence is not high enough and they can climb over. Ms. Pollon reported that they will abate the grass as far back as 100 feet behind structures.

ADJOURNMENT

The next meeting will be the regular Board Meeting on Tuesday, October 27, 2020 at 9:30 a.m. via Zoom.

Having no further business, the meeting adjourned at 11:15 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Sixty-Five