

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, OCTOBER 27, 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, October 27, 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 by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; Jo Ann Cooper, Financial Analyst, and Anne Paone, Administrative Secretary.

There were also 14 residents present.

APPROVAL OF MINUTES

Ms. Kadosh moved to approve the minutes of the July 21, 2020 Regular Board Meeting and August 31, 2020 Tabulation Meeting as written and reviewed. Mr. O'Dea seconded and the motion carried without dissent.

PRESIDENT'S REPORT

Mr. Lenz reported the results of the voting for the CC&Rs and Bylaws.

Total ballots received:	32	
For:	32	
Against:	0	
Quorum for Bylaws:	23	PASSED
Quorum for CC&Rs:	23	PASSED

John McDonnell was the Inspector of Elections and verified the results.

Mr. Lenz reported that the September 21 Presidents Forum was held. There was some discussion on the need for some Mutuals to have special assessments. There will be electric blowers being used now instead of gas blowers. Gas blowers may have to be used during heavy leaf blowing. GRF stated that some residents have COVID-19. One resident died. The relatives were the ones to inform GRF. Leaf guards were discussed. Some Mutuals reported that the guards did not prevent debris from getting inside the gutters.

A Mutual 65 resident said she would be willing to pay for them herself. Mr. Lenz advised

her to wait.

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 September financials showed the Mutual was \$10,000 over in Utilities which was caused by water usage. Nine months showed water expenses were about \$55,000. The revenue is \$331,000 and expenses are \$308,000. The Mutual is about \$22,000 under budget.

The insurance costs keep going up. There was one delinquent account for September for a total of \$6,000.

There is \$560,000 in the reserves. Mr. Nelson expects there will be about \$460,000-\$480,000 at the end-of-the-year in reserves.

Mr. Nelson moved to certify compliance with Section #5500 of Davis-Stirling for the September financials. Ms. Kadosh 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 thanked Rick West for taking care of the fences.

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.
(Project is in progress. Scheduled completion is Mid November.)
2. MOD to paint 264 new downspouts to match existing building paint.
Cost \$11,373.00
(Project is in progress. Scheduled completion is December).
3. Installation of 100 Linear Feet of Barbed Wire on top of existing chain linked

fence behind Building 1700 Comstock.
Contractor: Five Star – Cost \$3,000.00.
(Project has Been Completed).

4. 1718 Comstock – MOD replace one attic fan and repaired a second fan.
Cost \$761.00.
(Project has Been Completed).

Mr. West reported that he will cancel the November gutter cleaning. This will save the Mutual \$2,560.

EMERGENCY PREPAREDNESS

Ms. Holland reminded everyone about power outages. Use candles in a glass container, so they are safe. She thanked everyone for filling out the new forms.

SOCIAL COMMITTEE REPORT – Cathy O’Dea

No report.

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

Ms. Walsh reported lawns are being cut every other week. There was a major project to remove acacia bushes last year. This year they removed dead wood, etc.

Ms. Pollon reported the Mutual received a \$2,400 rebate for the acacias’ removal. They will be ahead of budget this year. They have spent about \$6,000 from the \$26,000 budget. Residents should look at 1719 and 1721 Comstock to see if they like the lawns. They can let Ms. Pollon or their landscape representative know if they like it. MOD workdays are next week. They will replace and install new plants. They will work on irrigation.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mr. Donner presented the proposed 2021 budget. There will be no increase in the coupon, but there will be a special assessment of \$3,000 per door. The operating fund is for normal expenses such as utilities, management fee, etc. the reserve fund covers major expenses over a 30-year period.

The GRF assessment will not be raised this year. It is being lowered by \$2.47. These make up the Mutual coupon.

Mr. Donner went line-by-line to explain the budget. Insurance has doubled over the last 2 years. There is a 73% increase of \$69.77 over last year. This is mainly due to property insurance being affected by the wildfires throughout California and some fires in Rossmoor. The deductible has been raised from \$100,000 to \$250,000.

The special assessment of \$3,00 is to put \$2,475 in Working Capital and to repay \$525 to

offset the decrease of reserve contributions in the coupon and the increase the reserve balance. A total of \$108,900 will go to the Operating Fund and \$23,00 to the Reserve Fund.

A resident asked how the assessment will be paid. Mr. Donner stated the Board will decide and there will be instructions in the cover letter included with the ballot. Jo Ann Cooper explained that the disclosure statement included with the budget is from Helsing and is boiler-plate. It is done per a Davis-Stirling requirement.

Mr. O'Dea moved to adopt the 2021 budget as presented. Ms. Kadosh seconded and the motion carried without dissent.

The Board appointed John McDonnell as the Inspector of Elections for the special assessment vote.

RESIDENTS' FORUM

A resident stated that Paul Donner has done a great job under the COVID circumstances and a great job presenting the 2021 budget.

A resident asked if there were plans for a replacement tree on Comstock. Ms. Pollon reported there is not room in the street, but there is room between buildings. They will plant a Japanese maple.

ADJOURNMENT

The next meeting will be the regular Board Meeting on Tuesday, January 19, 2021 at 9:30 a.m. via Zoom.

Having no further business, the meeting adjourned at 10:37 a.m.



Anne Paone, Assistant Secretary
Walnut Creek Mutual Sixty-Five