

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, OCTOBER 26, 2021 AT 9:30 A.M.
VIA 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 26, 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; and Anne Paone, Administrative Secretary. Rebecca Pollon, Landscape Manager – Excused

There were also 14 residents present.

APPROVAL OF MINUTES

Mr. O'Dea moved to approve the minutes of the July 20, 2021 regular Board Meeting as written and reviewed. Ms. Kadosh seconded and the motion carried without dissent.

PRESIDENT'S REPORT

Mr. Lenz reported that the management agreement is still under negotiation. The work order desk had 50 emergency calls for water coming in due to the rain. Some drains were backed up. A tree came down at the Dollar Clubhouse. There were no injuries reported. There has been a high turnover in the accounting department. The monthly financials are a bit delayed. There is a new law regarding debt collection. GRF and MOD will follow-up. Leaf blowers are battery operated, but when there is a lot of debris and wet leaves, gas blowers will temporarily be used.

FIRST VICE PRESIDENT'S REPORT

None

SECOND VICE PRESIDENT'S REPORT

No report.

SECRETARY'S REPORT

None

TREASURER'S REPORT

Mr. Nelson reported the expenses were \$16,000 less than revenue. Water is \$19,000 below budget. The bills come in unevenly. The operating fund has \$100,000. The reserve fund has \$230,000. \$300,000 is in the investment account for a total of \$500,000 in reserves. There may be \$50,000 that is not FDIC insured.

Mr. O'Dea moved to approve the August financials per civil code #5500. Ms. Kadosh seconded and the motion carried without dissent.

MANAGER'S REPORT – Paul Donner and Rick West

Mr. Donner reported the storm dropped about 9" of rain in a 24 hr. period.

BUILDING MAINTENANCE COMMITTEE REPORT – Lois Kadosh/Rick West

Ms. Kadosh deferred to Mr. West for a report.

Mr. West reported as follows:

INFORMATION ITEMS: Work scheduled, In Progress or Complete

1. #1700 / #1702 / #1704 Comstock – Jim Hogue completed an observation report on these 3 back decks. This was requested due to suspected Dry Rot issues.
Cost \$270.00
Resident billable estimates for MOD Deck repair work:
#1700 Comstock \$2,530.00 / #1702 Comstock \$4,715.00 / #1704 Comstock \$6,389.00.
(Work is currently on hold waiting for material prices to stabilize).
2. Roof Tune up scheduled for 2022. MOD put this project out to bid.
Budget \$16,000.00.
(Estimates will be presented to the Board at the next regular Board meeting).

EMERGENCY PREPAREDNESS

Ms. Holland reported a questionnaire will go out again to update emergency information. She attended a safety fair. It was all virtual. A Fire Marshall attended. He suggested that you always close your bedroom door. If there is a fire in your house, it gives you some time to escape. There was some information on earthquakes regarding how to stay physically safe.

SOCIAL COMMITTEE REPORT – Cathy O'Dea

Ms. O'Dea reported the Holiday dinner will be held on December 4. Il Pavone will provide the food. Call her if you would like to help.

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

Ms. Walsh reported that the Mutual is losing a red Maple tree on Comstock. The tree will be removed with a permit. Dead plants will be replaced in December. Private gardens were not current. She took pictures in order to bring them up to date. Contact her if you see any tree limbs broken.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Evacuation Signs

Mr. Donner reported zones are color-coordinated on maps. GRF will place small plaques to identify your evacuation zone. Residents and emergency responders would then know where people need to go.

Ms. Kadosh moved to approve the signs. Mr. O’Dea seconded and the motion carried without dissent.

2. Adoption of 2022 Budget

The Board discussed increasing the landscape portion of the budget for 2022. Mr. West revised the budget to reflect it. Two additional staffing positions were added-accounting and H/R. the insurance is down by \$33.49. The insurance provider reassessed everything which included the type of buildings, sprinklers, any losses, etc. there was no change to the coupon. It will be \$997.00 per manor per month.

Ms. Kadosh moved to adopt the 2022 budget as presented. Mr. O’Dea seconded and the motion carried without dissent.

RESIDENTS’ FORUM

Resident asked that her tree be checked again. It is leaning.

Resident commented that cleaning gutters in November is too late. Mr. West reported they are cleaned in November and February under normal conditions. They wait for the leaves to fall off of most of the trees.

Resident took a video of rain spurting out of a corner gutter.

Ms. Walsh stated that the tree stump mentioned will be removed.

Resident stated that his house is at the lowest point in the street. A lot of leaves can cause a miniature lake. He also wondered if there could be a leak in the attic.

Mr. West reported that the Mutual is doing a roof tune up. Any stains on ceilings should be reported.

Resident asked about the status of finishing retaining walls.

Ms. Walsh reported that Ms. Pollon is looking into it.

ADJOURNMENT

The next meeting will be the Regular Meeting on Tuesday, January 18, 2022 at 9:30 a.m. in the Donner Room or via Zoom. TBD

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



Anne Paone, Assistant Secretary
Walnut Creek Mutual Sixty-Five