

## MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)  
TWENTY-FIRST ANNUAL MEETING OF THE MEMBERSHIP  
TUESDAY, APRIL 21, 2015 AT 9:30 A.M.  
DONNER ROOM, EVENT CENTER, WALNUT CREEK

President Charles Coburn called to order the Twenty-First Annual Meeting of the Membership of WALNUT CREEK MUTUAL SIXTY-FIVE at 9:30 a.m. on Tuesday, April 21, 2015 in the Donner Room, Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

PRESENT: Charles Coburn, President  
Richard Walsh, First Vice President  
Tom Harrick, Second Vice President  
Ruth Reeves Treasurer  
Durwin Shepson, Secretary

EXCUSED: None

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

### VERIFICATION OF QUORUM – Durwin Shepson

Secretary Durwin Shepson verified that a quorum was reached with 20 households represented in person. (Fifteen households were needed for a quorum.)

### CERTIFICATION OF NOTICE OF MEETING – Anne Paone

Assistant Secretary Anne Paone read the Certification of Notice of Members' Meeting certifying that a copy of the Notice of Members' Meeting was mailed in accordance with Article 5, Section 5.4 of the Bylaws of the Mutual corporation to all members of record as of March 20, 2015, and that notices appeared in the *Rossmoor News* on March 25, April 1, and April 8 in accordance with Article 5, Section 5.4, of the Bylaws of the corporation.

### APPROVAL OF MINUTES

President Coburn asked if there were any additions or corrections to the minutes of the Annual Membership Meeting of April 22, 2014. Hearing none, he declared them approved as written and reviewed.

President Coburn asked if there were any additions or corrections to the minutes of the regular Board Meeting of January 20, 2015. Hearing none, he declared them approved as written and reviewed.

PRESIDENT'S REPORT – Charles Coburn

President Coburn reported that he has added the items he would like to discuss to the agenda, so he does not have a separate report.

FIRST VICE PRESIDENT'S REPORT – Dick Walsh

Mr. Walsh reported that he and Tom Lenz met with the auditors. They reviewed the financials from last year. They are satisfied with the results of the audit. The Mutual is financially sound. The Second Amendment to the CC&Rs has been mailed out to the membership to keep with their important papers. The membership will not receive a new set of CC&Rs.

SECOND VICE PRESIDENT'S REPORT – Tom Harrick

No report at this time.

SECRETARY'S REPORT – Durwin Shepson

No report at this time.

TREASURER'S REPORT – Ruth Reeves

Ms. Reeves reported that the ending balance in the operating account is \$30,818 and the reserve ending balance is 211,518. The combined total is \$242,336. Ms. Reeves had a question about the figures for water usage from January. There was a negative figure of \$1,681 for January and \$1,631 for February. Total consumption is only \$4,874. The YTD budget is \$15,000.

Mr. Donner reported that when the books are closed, the water usage is estimated. When the final numbers come in, it gets adjusted. The financials reflect dollars, not actual consumption.

MANAGER'S REPORT – Paul Donner and Rick West

Mr. Donner reported that he will address the items as they come up on the agenda.

Mr. West reported the following:

1. Annual Smoke Detector battery replacement – All Clear almost completed.
2. Light pole receptacle outlet replacement – Sang Electric scheduled to replace as needed.

Mr. West reported that only 3 residents have not responded to the smoke detector program. Calls will be placed to them.

Out of 29 receptacle outlets, 16 didn't work. The Board advised that when the receptacle is replaced, it should be raised up higher from the ground.

*Mr. Walsh motioned to approve the proposal from Sang Electric to replace the outlets in the amount of \$1,560. Mr. Shepson seconded and the motion carried without dissent.*

Mr. Shepson thanked Mr. West for his reports and his efforts in taking care of the Mutual.

#### BUILDING MAINTENANCE COMMITTEE – Durwin Shepson, Chair

No report at this time.

#### EMERGENCY PREPAREDNESS COMMITTEE – Paul and Patricia Holland Co-Chairs

Ms. Holland reported that there was a mini drill on Wales. There was a lot of participation. Ms. Holland still has some items for residents to purchase. She showed the membership a crank flashlight and some whistles.

There will be a meeting of the EPO on Thursday to address personal preparedness. It will be held at 9:30 a.m. in the Fireside Room at the Gateway Clubhouse.

#### LANDSCAPE COMMITTEE – Ernie Glaser, Chair and Rich Perona

Mr. Perona reported the following:

**LAWN MAINTENANCE:** Lawns will be fertilized this week with sulfur coated urea.

Irrigation controllers are on and watering two days a week. Annual color??

**ENTRY MAINTENANCE:** Entry maintenance crews are working on leaf clean up, spot spraying weeds and pruning various shrubs.

**TREE MAINTENANCE:** Rich and Ernie will schedule a walk with Ed Warner to plan out tree pruning.

**LANDSCAPE REHAB:** The MOD landscape crew is scheduled to work in the Mutual starting May 18, Ernie and Rich will walk to mutual to plan out work.

Mr. Perona recommended that the color spots at Wales and Comstock not be done. They plants will not thrive on only 2 days of watering per week. He discussed the EBMUD rebate program. The Mutual will receive a credit on their water bill for turf removal. He reported that the lawn around 1704/1706 Comstock could be removed. The lawn would be sprayed, which will kill it and then mulch can be put in. Other areas around the Mutual can be removed and replaced with rocks. The lawns that back up to Mutual 56 will impact views, if removed. The Mutual can get up to \$20,000 in rebates. Mr. Perona will revise his lawn report. The Board will walk with him to view the areas before they decide what to do. Mr. Coburn invited any residents that would be affected to join them on the walk. Residents may share any of their thoughts with Ernie Glaser. Mr. Perona will check to see if aeration has been done.

## SOCIAL COMMITTEE – Pamela Walsh, Chair

Ms. Walsh did not have anything to report except for that the next social event will be a barbecue in July.

## RESULTS OF ELECTION

Mr. Coburn reported that Ms. Reeves has served on the Board for the past eighteen and a half years. The Mutual presented her with flowers and thanked her for all of her service. Ms. Reeves was very touched and said it was a pleasure serving the community. Mr. Coburn asked new Board member, Tom Lenz, to take a seat at the Board table.

Mr. Shepson read the election results certifying that Chuck Coburn, Richard Walsh, and Tom Lenz were elected by acclamation of the membership for a two-year term on the Board.

Mr. Lenz gave a short bio on himself. He has a background in banking, lending in particular. He has analyzed financial statements and worked with budgets.

## UNFINISHED BUSINESS

None

## NEW BUSINESS

Mr. Walsh reported that a Mutual member wanted a reverse mortgage. The CC&Rs did not allow for this as written. The Board had the verbiage removed from the CC&Rs via the Second Amendment to the CC&Rs. He reminded everyone to keep the amendments with their CC&Rs.

The goal of the restated draft Trust Agreement was to remove language that no longer applies.

Mr. Coburn reported that 2 Mutuals have already voted it down, but he thinks the Mutual should take a position and take a vote on it. He recommends that they vote yes.

*Mr. Harrick motioned to approve the Trust Agreement as presented. Mr. Shepson seconded and the motion carried without dissent.*

Mr. Coburn reported that there had been an accident on Wales where a lady went through the wall. The Mutual has been trying to get reimbursed for their payment.

There is a Youth Energy Service program to show the Mutual ways to save money on water. It is a non-profit group.

Mr. Donner reported that it is his understanding that they will only be able to service 500 homes in all of Walnut Creek.

Mr. Coburn reported that there has been discussion regarding having residents register their golf carts. Some Mutuals rent out their carports and people plug into the Mutual's electricity. Everyone pays for this. The Mutuals will not be required to participate if a program is out in place.

Mr. Coburn reported on solar panels. The concern is that a building has multiple units which are owned by all. The installation of panels can take up someone else's ability to install panels on their portion of the roof. The Mutual would need to have a solar policy. He explained the procedure to have the policy created and adopted.

*Mr. Shepson motioned to table approving the proposal from the attorney to write a policy on solar panels. Mr. Walsh seconded and the motion carried without dissent.*

There was a discussion on surveillance cameras being installed at the entrance to the streets of the Mutual. Mr. Shepson reported that there is no effective way to track people and cars coming in and out of Rossmoor. Mr. Walsh thought it was a good idea to get an estimate for the cost of cameras with installation.

Mr. Lenz stated that the cameras won't be able to record people taking items from a porch. Cameras on each street will only identify the cars.

There was some discussion of individuals installing their own cameras at their residences. Some thought the prices have come down enough to be considered.

Mr. Coburn asked Mr. Shepson to look into the matter and to get costs and bring this information to the next Board meeting.

### RESIDENTS' FORUM

A resident asked if they will be getting new garbage cans. Mr. Donner reported that they will, but he did not have any information for when that will happen.

### ANNOUNCEMENT

The next quarterly meeting of the Board will be held on Tuesday, July 21, 2015 at 9:30 a.m. in the Donner Room at the Event Center.

### ADJOURNMENT

Having no further business, the meeting adjourned at 10:45 a.m. to an organizational meeting to elect officers.

/s/ \_\_\_\_\_  
Durwin Shepson, Secretary  
Walnut Creek Mutual No. Sixty-Five