

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JANUARY 28, 2014 AT 9:30 A.M.
DONNER ROOM, EVENT CENTER, WALNUT CREEK

President Charles Coburn called to order a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL SIXTY-FIVE at 9:30 a.m. on Tuesday, January 28, 2014, in the Donner Room at the Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

PRESENT: Charles (Chuck) Coburn, President
Richard (Dick) Walsh, First Vice President
Mary Bell, Second Vice President
Ruth Reeves, Treasurer
Durwin Shepson, 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.

There were also 20 residents present.

APPROVAL OF MINUTES

Mr. Walsh moved to approve the minutes of the regular Board meeting of October 23, 2013 as written and reviewed. Ms. Bell seconded and the motion carried without dissent.

PRESIDENT'S REPORT

- President Coburn reported that the meetings are now in the Donner Room because the old venue is no longer available. The Mutual had special permission to use it, but now the recreation department has reclaimed it.
- Anne Paone, Board Services Coordinator and Rick West, Building Maintenance Manager were introduced to the membership.
- The Walnut Creek No Smoking ordinance goes into effect on January 29, 2014. Mr. West will report on required signage.
- There is a water shortage and the Mutual uses most of its water for

landscaping. At the Presidents' Forum, there was a discussion that each mutual should list the amount of money spent each month on water and then see how it changes each month for a comparison.

- The Mutual uses a satellite system that monitors how much water is used. If the Mutual has to reduce usage, trees and shrubs will be the first to be watered as it is less expensive and easier to replace lawns.
- The painting has been completed, but there are some issues with the doors. Mr. West will address this matter in his report.
- The post office has decided that it will not move forward with the cluster mailboxes. The offer has been withdrawn. The Mutual may have to replace aging mailboxes in the future.
- There is a new website developed by Rossmoor. Some Mutuals are participating and Mutual Sixty-Five was asked if they would like a link to have their own website. Due to the cost and because of the size of the Mutual, the Board decided that a website was not necessary. Rossmoor will post the minutes of Mutual Sixty-Five's Board meetings on their website. Mutual Sixty-Five may also post their CC&R's and policies. Mr. Walsh will investigate how this may be achieved.
- Emergency Preparedness Committee – Mr. Coburn has a new Rossmoor disaster information sheet. It will be in the newspaper and probably mailed out to members. He will give it to the committee.
- The Trust Agreement is being revised because it is outdated. There is a committee formed to work on changes. They are suggesting that it be amended to require 75% of the population and 75% of all Mutuals. This would prevent the larger Mutuals from making all of the decisions. The Board would be asked to approve these changes.
- Mr. Coburn reminded the membership to call the accounting department if they need to get a new coupon book.
- There will be a legal seminar for the Boards on February 5th explaining any new rules or any changes in the Davis-Stirling Act.
- Mr. Coburn discussed insurance as it pertains to all of the Mutuals. On a \$100,000 policy, the first \$10,000 is paid by the Mutual that had the incident and then the rest of the deductible is shared among all of the Mutuals. The insurance then takes over.

FIRST VICE PRESIDENT'S REPORT

No report

SECOND VICE PRESIDENT'S REPORT

No report.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Ms. Reeves reported that the ending balance in the operating fund is \$10,321 and \$112,539 in the reserves fund for a total of \$122,860. Water has been the major cost. The actual year-to-date is \$60,970. It was budgeted for \$46,500 for a deficiency of almost \$15,000. Ms. Reeves suggested that the Mutual dial back on watering. Mr. Coburn commented that last year's EBMUD increase has been built into this year's budget, along with increases that are anticipated due to another EBMUD raise in rates for this July.

MANAGER'S REPORT – Paul Donner and Rick West

Mr. West reported that Mr. Perona has been adjusting the timers for minimum watering.

EBMUD has a new program where you may go online and fill out a survey. They will send you a kit and you send back that information. They will then send you showerheads, dye tabs, and flappers, free-of-charge.

The No Smoking signs have been installed for the Mutual at the three entries.

The repainting of all doors on Comstock is under warranty and will be completed in the spring by MIRT Painting.

Mr. Coburn would like a list of all new residents. Mr. Donner advised him that he may ask manor records.

EMERGENCY PREPAREDNESS

Mr. Coburn introduced Patty Holland. Ms. Holland reported that prior to the holidays, there was a Map Your Neighborhood meeting on Wales Drive. It was very successful. There will be a meeting on February 17, at 1:30 for Comstock Drive at Gaylene Pearson's home. Ms. Holland showed the membership a blanket that she purchased for \$36. It was 62"x80" and was fire-retardant. She also had a flashlight that should the batteries die, the handle may be cranked to supply power to the flashlight. These items are all available through ReadyCare.com. The members may also contact Lisa Katski for further information. Ms. Holland has the contact information.

Mr. Coburn commented that it is so important to have an emergency kit on hand. Ace Hardware or Home Depot carry some kits.

Ms. Holland said that it is quite possible that if there is an emergency, residents may have to shelter-in-place. The time to prepare is before an emergency happens.

BUILDING MAINTENANCE COMMITTEE REPORT – Durwin Shepson

Mr. Shepson reported that there was a water pipe leakage on Comstock. Water was coming out of one of the water meters. EBMUD come out and fixed the problem. It was a broken PVC line. They found that tree roots were the cause. He advised the membership to call MOD if they notice any unusual amounts of water in the street, except for sprinkler run-off.

Since the post office will no longer be offering new mailboxes, the Mutual will re-evaluate installing new mailboxes. Mr. West will present information at the next meeting.

A resident reported that she hears very loud walking on her roof and is concerned about the tiles. Mr. Donner commented that they are trained how to walk on the roof.

SOCIAL COMMITTEE REPORT – Pamela Walsh

The holiday dinner was very nice. The next function will be the Mutual BBQ on July 13, 2014.

LANDSCAPE COMMITTEE REPORT – Ernie Glaser and Rich Perona

See Mr. Perona's landscape report.

Lawn Maintenance – Lawns will be fertilized in mid-February with Turf Supreme, a balanced fertilizer. Irrigation controllers are operational, systems will be checked on a monthly basis starting the first of February.

Entry Maintenance - Crews are working on leaf clean up, pruning of shrubs, trees, and weed control.

Tree Maintenance – Scheduled pruning will occur in March.

Landscape Rehab – The MOD landscape crew is scheduled for 9 days in early August. Contracted work can occur any time.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Election: Mr. Coburn reported that the Board is seeking new candidates as there are two positions up for re-election this year. Anyone interested should contact Mitzi Weinberg of the nominating committee. If there are no candidates, the current Board members will be elected by acclamation.

RESIDENTS' FORUM

A resident shared a concern about what type of tree will replace the tree near 1723 Comstock that is to be removed. Mr. Donner will check to see what kind of tree will be planted.

1801 Wales has asked to have a tree removed. Mr. Donner recommends that the Mutual have a walk-through with the landscape representative and Mr. Perona to assess the trees.

A resident reported that the gravel pathway turns into a mud hole near 1817 Wales. Mr. Donner advised that building a path would be at the owner's expense and an application to MOD is needed. Mr. Donner will ask Mr. Perona to check this area because water is ponding.

It was reported that there is a squirrel eating wood and eating plastic off an outside speaker at 1815 Wales. Mr. Donner will inquire about getting a trap set, but there are no guarantees that this will be successful.

ADJOURNMENT

The next meeting will be the Annual Membership Meeting on Tuesday, April 22, 2014 at 9:30 a.m. in the Donner Room at the Event Center.

Having no further business, the meeting adjourned at 10:25 a.m.

/s/

Durwin Shepson, Secretary
Walnut Creek Mutual Sixty-Five