

## MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, OCTOBER 20, 2015 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, October 20, 2015, 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  
Tom Harrick, Second Vice President  
Durwin Shepson, Secretary

EXCUSED: Tom Lenz, Treasurer

Mutual Operations staff was represented by Rick West, Building Maintenance Manager; Jo Ann Cooper, Financial Analyst; and Rosalie O'Neill. Paul Donner, Director of Mutual Operations and Anne Paone, Administrative Secretary, were attending another meeting.

There were also 14 residents present.

### APPROVAL OF MINUTES

Mr. Shepson moved to approve the minutes of the quarterly Board meeting of July 21, 2015 as written and reviewed. Mr. Harrick seconded and the motion carried without dissent.

Mr. Shepson moved to approve the minutes of the Special Board meeting of September 3, 2015 as written and reviewed. Mr. Harrick seconded and the motion carried without dissent.

### PRESIDENT'S REPORT

No report.

### FIRST VICE PRESIDENT'S REPORT

No report.

### SECOND VICE PRESIDENT'S REPORT

No report.

### SECRETARY'S REPORT

No report.

### TREASURER'S REPORT

No report.

### MANAGER'S REPORT – Paul Donner and Rick West

Mr. West reported the following:

1. 1704 Comstock Dr. Rain Leak repair above garage door. MOD repaired leak. Five Star replaced moldy sheet rock. (total cost \$1,780.00).
  2. Estimate for new ten year smoke detectors. Sang Electric – 45 manors x 5 units per manor at \$35 ea. = \$175 + \$100 Labor each manor = \$275 per manor x 45 manors = \$12,375.00.
- Mr. West reported that after 10 years, the detectors will need to be replaced. The batteries are not replaceable. This type of detector is required for remodeling or new construction.
  - Mr. Shepson gave some history on the life of a smoke detector. A resident asked if the new detectors will be compatible with the replacements. They will be compatible. A resident noted that the condos on Comstock have their detectors all connected so if one goes off, they all go off within the condo.

*Mr. Shepson moved to approve the proposal from Sang Electric in the amount of \$12,375 to install the new 10-year smoke detectors. Mr. Harrick seconded and the motion carried without dissent.*

3. New signage at Wales and Comstock (pictures of possible styles presented to Board)

### EMERGENCY PREPAREDNESS

Pamela Walsh reported that everyone needs to be aware of their neighbors. If possible, you should give a neighbor a key to your home for emergencies. A neighbor fell and couldn't summon help quickly. Residents might consider signing up with a medical alert company. There is also a volunteer service in Rossmoor whereby they will check with a resident daily.

### BUILDING MAINTENANCE COMMITTEE REPORT – Durwin Shepson

Mr. Shepson reported that he and Daniel Philapil, an MOD employee, walked the Mutual to look at the asphalt. There are a lot of cracks, commonly called alligatoring. There were quite a few cracks in the parking areas. The Mutual probably will need a slurry coat in the spring. The cost would be about \$30,000. There is \$165,000 in the reserve budget for repaving. He is not sure the asphalt will last that long.

Mr. Shepson reported on signage. The Mutual will like to have it look as nice as the sign for Lakeshire. It was suggested that it be located on the corner of Wales Dr. The Board would need to decide if they want one or two signs. The cost has not been determined yet.

Mr. Coburn asked that the Board be presented with some photos and pricing at their next meeting.

#### SOCIAL COMMITTEE REPORT – Pamela Walsh

No report.

#### LANDSCAPE COMMITTEE REPORT – Ernie Glaser and Rich Perona

Mr. Coburn reported that Mr. Perona is in another meeting. Water usage and turf will be addressed later in the meeting.

#### UNFINISHED BUSINESS

None.

#### NEW BUSINESS

Budget - Mr. Coburn asked Mr. West to present the budget to the membership. Mr. West reviewed each item listed. The increase per manor per month for 2016 will be \$5.00. The total amount of the coupon will be \$827 per manor per month. Mr. Coburn explained that the Board reviews a lot of items and data in making its decision on the budget amounts. He explained how the insurance program works with a shared deductible for each Mutual. After some discussion, Mr. Coburn called for a motion.

*Mr. Walsh moved to adopt the 2016 budget as presented with a \$5.00 monthly increase per manor and a total of \$827 per month per manor. Mr. Shepson seconded and the motion carried without dissent.*

Turf Replacement - Tom Harrick reported on turf replacement. He reminded the Membership that at the special meeting on September 3, it was decided that the project will be done in 2 phases. The priority went to those areas that looked terrible. We will proceed with 10 properties in the first phase. We will replace the turf with lodi rock and a few plantings. That work was started a week ago. Mr. Shepson realized the work was not being done as decided. There was to be an underlayment installed. The landscapers agreed to start over. They did the job as was previously agreed to. The first part of the first phase is completed. The crew is on Castleberry and will then move on to Wales. Once done, the Board can assess the work and decide if they wish to move forward with the project. The Board needs to consider the second phase. They have not approved any more expenditures. The cost of this project will be \$14,000 and the second phase will

be \$10,000.

A resident stated that it doesn't look very interesting and it doesn't seem to be very organic. It looks like the large boulders were just plopped down. The rock looks yellow.

A resident had a concern about where water would go if there is El Nino. She was told that the underlayment is made of woven material and the water will be able to pass right through.

Mr. Coburn reported that the Mutual doesn't want to take all of the grass out. This is why there are 2 phases. It will give them a chance to see if there is a lot of rain and can then revise their plans. They are also trying to be prudent with the expenses involved with this project.

Mr. Harrick reminded the membership that there are many residents that won't have any work done on their property.

#### Water Usage – Mr. Walsh

Mr. Walsh met with EBMUD people. We had concerns about the volumes of water being used. The cost of water was increasing. It couldn't be tracked through the cost, so he tracked it through the number of gallons being used. The first billing period of this year, we used 314,000 and the last billing period we used 1,400,000. He asked how the Mutual could use that much water. EBMUD could not explain this so he said they could install more meters to try to track it. The domestic and landscaping water are combined.

There are 3 sub meters that he is hoping to install. Mr. Walsh left a brochure on the back table to help residents figure out how to look for leaks.

We are down at least 30% in water usage, so we are doing a very good job.

We will continue to track it.

#### RESIDENTS' FORUM

Residents had some questions about individual trees.

#### ADJOURNMENT

The next meeting will be the Regular Board Meeting on Tuesday, January 19, 2016 at 9:30 a.m. in the Donner Room at the Event Center.

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

/s/ \_\_\_\_\_  
Durwin Shepson, Secretary  
Walnut Creek Mutual Sixty-Five