

MINUTES

WALNUT CREEK MUTUAL SIXTY-FIVE (DEVONSHIRE)
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JULY 17, 2018 AT 9:30 A.M.
DONNER ROOM, EVENT CENTER, WALNUT CREEK

President Tom Harrick called to order a regular meeting of the Board of Directors of WALNUT CREEK MUTUAL SIXTY-FIVE at 9:30 a.m. on Tuesday, July 17, 2018, in the Donner Room at the Event Center, 1021 Stanley Dollar Drive, Walnut Creek, California.

PRESENT: Tom Harrick, Second Vice President
Richard (Dick) Walsh, First Vice President
Charles (Chuck) Coburn, Second Vice President
Tom Lenz, Treasurer
Lois Kadosh, Secretary

EXCUSED: None

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager and Anne Paone, Administrative Secretary.

There were also 15 residents present.

APPROVAL OF MINUTES

Mr. Walsh moved to approve the minutes of the Annual and Organizational Board meeting of April 17, 2018 as written and reviewed and the June 7, 2018 Special Meeting. Ms. Kadosh seconded and the motion carried without dissent.

PRESIDENT'S REPORT

Mr. Harrick reported that Mr. Coburn resigned as the President, but will remain on the Board for the balance of his term next year. He thanked Mr. Coburn for his service and willingness to stay on the Board.

Mr. Harrick attended the Presidents' Forum. The Presidents share information. He contacted four presidents about their solar policies.

FIRST VICE PRESIDENT'S REPORT

No report.

SECOND VICE PRESIDENT'S REPORT

No report.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

Mr. Lenz reported the end of June operating fund was \$10,369 favorable to budget primarily due to the lack of a charge for water usage. We are charged every two months and July will reflect this expense, so this expense will probably reduce. The Mutual is generally on budget in most of the operating expense categories. The reserve fund is \$27,345 favorable to expenses. The reserve fund balance is \$380,794 with a combined total of \$408,044 for the fund balances.

MANAGER'S REPORT – Paul Donner and Rick West

Mr. West reported the following:

ACTION ITEMS: Proposals to review.

1. Annual Dryer Vent cleaning – Contractor: Welcome Services.
Cost \$2,640.00. This was approved by the Board.

INFORMATION ITEMS: Work In Progress or Completed.

1. Parking signs (guest parking only) for the 4 parking spaces near 1721 Comstock. Cost \$600.00
Ms. Kadosh reported that people would park in Mutual 65 to visit the Fitness Center. Signs have been placed on the guest parking spaces in front of units 1721 and 1723 that read “Reserved for guests of Mutual 65 only”.

EMERGENCY PREPAREDNESS

Mr. Holland reported that HAM operators call in three times a week for a practice session. Ms. Holland will organize an orientation for new people regarding EPO.

BUILDING MAINTENANCE COMMITTEE REPORT – Lois Kadosh

No report.

SOCIAL COMMITTEE REPORT – Nancy Kennedy

Ms. Kennedy reported everyone was pleased with the BBQ. She thanked her committee for their work.

LANDSCAPE COMMITTEE REPORT – Pamela Walsh/Rebecca Pollon

Ms. Pollon reported the following:

SUMMER 2018 MAINTENANCE REPORT

Warm days are upon us and with them residents can look forward to blooming Oleanders, St John's Wort and Crepe Myrtle trees.

LAWN MAINTENANCE Lawns have been aerated and fertilized. Mowing is occurring

weekly and lawns are being edged on alternating weeks.

WATER USE

Irrigation will continue to become more frequent as the temperatures rise. **Residents can assist in conserving water and keeping the landscape healthy by reporting water leaks and irrigation breaks. If a break is suspected please report the location to the work order desk.**

ENTRY MAINTENANCE

Entry maintenance crews are performing summer pruning tasks including tip pruning shrubs and hard pruning Catmints and Daisies.

RESIDENT REQUESTS

If you have landscape *maintenance* requests (pruning or irrigation), please direct them to the MOD work order desk. If you have landscape *improvement* requests please contact your mutual landscape representative.

WORK ORDER DESK

By phone: **988-7650**

By email: **WORKORDER@ROSSMOOR.COM**

MOD WORK DAYS

MOD work days have been completed for the spring. M65 has 1 day to assist in irrigation during the summer, plus 2 days to use in the fall for plant replacements and small projects.

TREE MAINTENANCE

Tree maintenance is complete and a permit is pending for the removal of the Eucalyptus on the hill above the end of Wales.

LAWN REHAB DISCUSSION:

Turf in Mutual 65 is in bad shape due to age, tree roots, and wear and tear. Bids for the renovation of all lawns on Wales and Comstock (Castleberry is not included) have been prepared and are simplified in an attached spreadsheet.

The Landscape Manager and Landscape Representative would like to ask for sufficient budget to complete the lawn renovation project over 3 years.

If you have landscape *maintenance* requests (pruning or irrigation), please direct them to the MOD work order desk. If you have other landscape requests please direct them to your Landscape Representative (Comstock) or Pamela Walsh (Wales)

WORK ORDER DESK

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Mr. Harrick reported that it would cost \$60,000 to do everything on Ms. Pollon's lawn report. If it is approved, it will be done over a few years. It was suggested that the area where residents are parking and walking to the Fitness Center should be closed. The Board will get more information from Rick West.

UNFINISHED BUSINESS

1. Updating the CC&Rs: Mr. Harrick reported Ms. Kadosh and Mr. Walsh attended a meeting with the attorney.

Ms. Kadosh stated that the attorney explained what needed to be done. Additionally, a policy for solar was discussed. If ever sued, the documents will be referenced. If the issues are not in the documents, they don't exist. Ms. Kadosh thinks it is important to update them.

Mr. Walsh reported that the attorney agreed the fee can be split in two payments. One payment this year and one next year.

Mr. Coburn moved to approve the proposal from the attorney to update the documents. Mr. Lenz seconded and the motion carried without dissent.

Ms. Kadosh will advise the attorney.

NEW BUSINESS

1. Solar Policy: Mr. Harrick asked Mr. Donner to comment on the topic. Mr. Donner reported that the law says the Mutual must allow solar, but they can have guidelines. In the past, the Mutual needed a 67% vote to allow the use of common area. That no longer exists for the solar. Key issues are how to attach the panels to the roof and the Mutual needs to specify that maintenance is an owner's responsibility. Division of space can be either first come, first serve or equal access.

Mr. Harrick reported there is a Federal incentive that may go away in a few years. This is encouraging owners to do installations now. The incentive decreases each year. Some Mutuals have a solar policy committee.

Ms. Kadosh had a discussion with the attorney and the goal is to keep the Mutual harmless. The Mutual can have a third-party assess the roofs for usage and the Mutual can refer to that report.

Mr. Harrick reported that most policies say that the roof to be used for solar is a roof on your dwelling, not another building. This matter will continue to be addressed once there is more information. The Mutual must approve an application within 45 days of receipt.

RESIDENTS' FORUM

A resident asked how they would know where to place solar. They would rely on the solar contractor as the expert.

ADJOURNMENT

The next meeting will be the Regular Board Meeting on Tuesday, October 23, 2018 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/ _____
Anne Paone, Assistant Secretary
Walnut Creek Mutual Sixty-Five