

**BOARD OF DIRECTORS REGULAR MEETING
ARCHITECTURAL CONTROL****Tuesday, November 4, 2025 at 10:00 a.m.****Meeting was Conducted Virtually**

MINUTES**1. Call to Order**

Thomas called the meeting to order at 10:02 a.m.

**2. Roll Call
Directors**

Young Chung – President
Mike Sund – 1st Vice President
Vacant – 2nd Vice President
Kevin Dowling – Treasurer – Absent
Peggy Kaiser – Secretary

Rossmoor Property Management

Bill Parsons – Resales/Alterations Supervisor
Dave Peakes – Building Maintenance Manager
Victoria Thomas – Board Services Coordinator

3. Residents' Forum

Members were afforded an opportunity to address the board for up to 3 minutes. Comments included:

- Previously, contractors were performing demolition work prior a permit being granted. A request was made for inspections to be conducted to prevent this practice moving forward.
- Full remodels continue to list “new windows” without specifying whether they are new or replacement windows.

4. Topics

- a. Alt. #52505 – 2300 Tice Creek Dr.#1 – Golden Gate model – Total remodel: Kitchen cabinets, countertops, appliances; bathroom 1 replace existing skylight, new vanity, shower install in new location; add 2nd bathroom, add washer/dryer, new flooring throughout, new windows and front door. Contractor: Juarez Construction.

HVAC and plumbing not included in the scope of work. Should also state that jackhammering will be necessary.

Peakes will ask the vendor to do an inspection on the water-cooled air conditioner unit.

Motion made by Chung, seconded by Kaiser, to approve the alteration application with the caveat that the HVAC needs to be cleaned, need to confirm that concrete vapor barrier is intact, include HVAC ductwork is being revamped, and add plumbing in two bathrooms in the scope of work. Approved by unanimous vote. (3-0)

- b. Alt. #52628 – 2625 Golden Rain Rd. #1 – San Franciscan model – Total Remodel: relocate kitchen to exterior wall with new appliances, cabinets, countertops; bathroom 1 moved to provide access for 2nd bathroom, HVAC ductwork to be added and relocated; existing washer/dryer relocation; encapsulate ceiling; new windows and front door; new flooring throughout.

FIRST WALNUT CREEK MUTUAL

Contractor Juarez Construction.

Peakes shall determine if fire breaks can/should be installed in the unit during renovation.

Motion made by Chung, seconded by Sund, to approve the alteration application with the caveat to have HVAC cleaned. Approved by unanimous vote. (3-0)

- c. Alt. #52661 – 1152 Fairlawn Ct. #3 – San Franciscan model – Total remodel: kitchen cabinets, countertops, appliances, peninsula expanded, add skylight over kitchen; both bathrooms upgraded and converting existing ½ bath into a full bath, extend Primary bedroom 4' into atrium under existing roof line; new windows, add two to the primary bedroom, new front door and flooring throughout; Metal gate at front courtyard; replace courtyard patio door with French doors. Contractor North Valley Construction.

Motion made by Chung, seconded by Sund, to approve the alteration application. Approved by vote (2-1 Kaiser voted no)

- d. Alt. #52691 – 1216 Oakmont Dr. #2 – Balcony Enclosure: rebuild existing wrap enclosure, add ½ bathroom to enclosure. Contractor: DRB Construction.

Structure cannot support the half bath on the balcony enclosure. Balcony supports are not visible preventing future ongoing inspections.

Motion made by Chung, seconded by Sund, to not approve the alteration application. Approved by vote (2-1 Kaiser voted no)

- e. Monthly Reports

The Board reviewed the In Progress and Completed Alteration Reports.

5. Adjourned

There being no further business the meeting adjourned at 11:31 a.m.

Board Assistant Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes.

Victoria Thomas