

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
WEDNESDAY, AUGUST 9, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

**Call to Order**

President Rothman called the Special Meeting of the Board of Directors of Third Walnut Creek Mutual (TWCM) to order at 9:00 a.m.

**Roll Call**

**Directors Present:**

Arlyss Rothman, President Dist. IX, (2022)

Matt Kaplan, Treasurer Dist. V, (2022)  
Chuck Decker, VP Dist. X, (2021)                      Nan Warren, Director Dist. XIV, (2022)  
John Swearingen, Secretary Dist. VII, (2021)      Tom Lauck, Director Dist. IV, (2023)  
James McFarland, Director Dist. III, (2021)      Steve Park, Director Dist. XV (2022)

**Also Present:** Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations; Joel Lesser, Chief of Finance; Clayton Clark, Building Maintenance Manager and Christine Conti, Board Services Coordinator.

**Members' Forum**

Members were afforded the opportunity to express their general concerns and make comments. Topics discussed included: Meeting Notice, Annual Meeting Financial Report.

**Approval of Meeting Minutes**

President Rothman asked for any corrections and/or additions to the following sets minutes:

- a) Regular Board Meeting Minutes .....July 12, 2021
- b) Executive Session Meeting Minutes .....July 12, 2021

A motion was made to approve the above minutes.

**Moved, Seconded, Carried 7-1 John Swearingen - Abstained**

**President's Report**

President Rothman reported on the latest President's forum. The Presidents met and are closer to an agreement with GRF to sign the Management Agreement.

The Treasurers from each Mutual formed the Finance Committee that meets to work through Accounting reports and to further their learning regarding the reports that GRF generates.

GRF will meet via ZOOM through September.

Joel Lessor reported on insurance allocations and stated that the property values in Rossmoor. He reported that property values have changed since the last valuation report was produced in 2010. Joel is looking to update that report.

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
WEDNESDAY, AUGUST 9, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

**Secretary's Report**

None

**Treasurer's Report**

Treasurer Report: July 12, 2021

**This following information is based on the TWCM financial report for June 2021.**

**The June 30, 2021 TWCM cash account balance was \$14,160.**

**TWCM payments in April were \$36,278, allocated as specified to the projects.**

**Republic Services trash pick-up was \$23,107. Legal services to Fong & Fong was \$4,690. Trash Recycling to GRF was \$4,674. Enclosure cleaning to Commercial Support services was \$2,687. Printing and mailing to Integrity was \$1,120.**

**Research was done on a previously reported possible \$2,125 duplicate payment to the legal firm Hughes, Gill. MOD concluded (with Treasurer concurrence) that, in fact, no duplicate payment was made.**

**TWCM Owner Billables (amounts owed by owners to their project) as of June 30, 2021 was \$199,343. This no longer contains any amounts from former Projects so future comparisons should be valid.**

**TWCM Assessments (Coupon) owed as of June 30, 2021 was \$141,105, slightly higher than the prior month.**

- a. **Motion that the Mutual Funds Report has been reviewed by the Treasurer and a summary provided to all Directors:** The motion was made for the June 30, 2021 Mutual Funds Report  
**Moved, Seconded Carried 8-0**
- b. **Motion that all Directors have reviewed their Project Specific Financials:** The motion was made for all Project Specific Financial Reports ending on June 30, 2021.  
**Moved, Seconded Carried 8-0**

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
WEDNESDAY, AUGUST 9, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

**Building and Maintenance Committee**

Tom Lauck gave the following report on the last committee meeting:

Third Walnut Creek Mutual Building Maintenance Committee August 5, 2021 The Third Walnut Creek Mutual Building Maintenance Committee discussed the following items at the meeting:

1. Review of Maintenance Policy 64.0.0 POWER SOURCES and impact of AB-684 Electric Vehicle Charging Policy 64.0.0 will be reviewed by Tom Lauck for consistency with proposed legislation and 2021 Condominium Bluebook for California. Any changes will be reviewed with committee, and legal counsel if necessary.
2. Review of Policy 92.0.0 WORK ORDERS, CONTRACTS, AND CHANGE ORDERS Clayton Clark confirmed that MOD is following current policy. Multiple bids are received for jobs over \$5000, or less when requested by District Director.
3. Revision of Alteration Standards on Rossmoor website. Revisions were made to certain standards by the Alterations Department in June 2021. Tom Lauck will review with MOD for consistency with new Third Walnut Creek Mutual standards published and distributed for resident comments last month.
4. Clayton Clark Maintenance Issues Clayton reported on price spikes and material availability issues based on Covid 19 disruptions in supply chains. Paint shortages are extending schedules for start of painting rehabs. Garage doors have seen a significant price increase. Concerns with water heaters and condensate lines are high given costly claims that result from failures. It may be prudent to survey condominium owners on the age of the water heaters in their units and provide recommendations for replacement prior to failure. Committee will review standards from Mutual 39 for clearer definition of Mutual responsibilities and Owner responsibilities with respect to plumbing for possible incorporation in Third Walnut Creek Mutual standards.
5. Update from Solar Committee Nan Warren reported that work continues on feasibility study with early reports just coming in for review.
6. New items for Maintenance Committee Nan Warren will put together a new architectural standard for free-standing structures and additions being submitted by residents for their exclusive use common areas, e.g. pergolas, gazebos, etc.
7. Additional members for Maintenance Committee Tom Lauck will put a request in the Rossmoor News for additional volunteers from the Third Walnut Creek Mutual to join the Maintenance Committee.

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
WEDNESDAY, AUGUST 9, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

**Landscape Committee**

None

The Landscape Committee needs someone to volunteer to be the Chair of this committee.

**Governing Documents Committee**

Steve Parks and Nan Warren met August 5, 2021, and made some progress in getting things going: Here are the results:

1. Nan (in her role as Vice President) will send around the code of ethics to all directors and ask them to sign the last page of the code of ethics.
2. Steve will rewrite Policy 16.2.6
3. Arlyss should consider using her formidable powers of persuasion to convince Walt Braun's replacement to serve on the Governing Docs committee.
4. Steve will ask John Swearingen to include a call for resident volunteers for the Governing docs committee. We could use 3-4 additional people.
5. Arlyss noted that we should change the bylaws Articles 6.1 and 6.2 to reflect the fact that there are nine directors instead of the previous 12. The Bylaws may be amended by the affirmative vote of a majority of a quorum of the members (at least 25% of the voting power of the Mutual). So this will require a mailed ballot, and some considerable expense. Arlyss: Please advise how you want to handle this. We should consult with counsel to see if this is necessary and advisable.

**Alteration Permit Application Review**

None.

**Communication Committee**

None

**Emergency Preparedness Committee**

Arlyss Rothman reported that the committee was working to arrange for a picnic, however, with the surge in COVID-19, they will probably keep meeting via ZOOM.

**Dispute Resolution Committee:**

Nan Warren reported that the committee is having some success, but the details are to remain confidential.

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
WEDNESDAY, AUGUST 9, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

**Solar Committee:**

Nan Warren reported that the solar committee has met again and that they will meet every Thursday beginning August 12.

**Old Business**

Alyss Rothman will be sending a letter to homeowners in Project 23.

**Adjournment to Executive Session**

There being no further business, the Special Meeting of the Board was adjourned at 9:52 am and the Board moved into executive session.

**Executive Session Summary**

The Board met in executive session to discuss confidential matters.

**Secretary's Certificate**

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.

Christine Conti

---

**Assistant Secretary**

Third Walnut Creek Mutual