

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

**Call to Order**

President Rothman called the Regular Meeting of the Board of Directors of Third Walnut Creek Mutual (TWCM) to order at 9:01 a.m.

**Roll Call**

**Directors Present:**

	Arlyss Rothman, President Dist. IX, (2022)
Matt Kaplan, Treasurer Dist. V, (2022)	Nan Warren, VP Dist. XIV, (2022)
Martin Schwager, Director Dist. X, (2024)	Vacant, Director Dist. XIII, (2023)
Tom Lauck, Director Dist. IV, (2023)	Steve Park, Director Dist. XV (2022)
James McFarland, Director Dist. III, (2021)	

**Directors Absent,**

John Swearingen, Secretary Dist. VII, (2024)

**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 Lucy Limon, MOD Hub Coordinator

**Members' Forum**

Members were afforded the opportunity to express their general concerns and make comments. Topics discussed included: Solar study, bylaw changes, agendas, and financial reports.

**Approval of Meeting Minutes**

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

- a) Regular Board Meeting Minutes .....August 9, 2021
- b) Executive Session Meeting Minutes .....August 9, 2021

A motion was made to approve the above minutes with the three (3) revisions presented by Director McFarland.

**Moved, Seconded, Carried 7-0**

**Appointment of candidate to fill District XIII vacancy**

The Board made a motion to appoint Milford Waldroup to fill the vacancy of District XIII for the remainder of the term (2023)

**Moved, Seconded, Carried 7-0**

**President's Report**

President Rothman reported on the latest President's forum.

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

Contra Costa Fire – will be conducting a home fire safety prevention survey. They are interested in Rossmoor being their pilot program – as the demographic is perfect. Surveys will be sent directly to residents’ homes, which is more of a self-evaluation. Their goal is to connect with Rossmoor residents.

**Secretary’s Report**

No report.

**Treasurer’s Report**

No report.

- a. **Motion that the Mutual Funds Report has been reviewed by the Treasurer and a summary provided to all Directors:** *Motion was tabled for October meeting.*
- b. **Motion that all Directors have reviewed their Project Specific Financials:** *Motion was tabled for October meeting.*

**Building and Maintenance Committee**

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

Third Walnut Creek Mutual Building Maintenance Committee Sept 2, 2021

The Third Walnut Creek Mutual Building Maintenance Committee discussed the following items at the meeting:

**1. New Volunteers for the Maintenance Committee.**

Mike Abell from TWCM Project 45 responded to posting for committee volunteers in the Rossmoor News. He was invited to participate in this committee meeting to introduce himself and provide comments on items under discussion in the committee. A motion will be made that the Board approve his addition to the committee roster at the September 13th Board meeting.

A motion was made to approve Mike Abell to the Building & Maintenance Committee.

**Moved, Seconded, Carried 8-0**

**2. Status of outstanding items from Aug 5 Committee meeting.**

- a. Review of Maintenance Policy 64.0.0 POWER SOURCES and impact of AB-684 Electric Vehicle Charging – under review by Tom Lauck.
- b. Revision of Alteration Standards on Rossmoor website – Tom Lauck will follow up.
- c. Clayton Clark Maintenance Issues - Electrical panels and water heaters remain issues of concern. It was suggested that these items should be subject to specific professional inspection at the time of resale or alteration given the hazards that failure of these systems represent.

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

- d. Nan Warren has proposed an addition to Policy 54.0.0, Owner-Initiated Alterations – Enclosures, to address requirements for free-standing structures such as pergolas, trellises, or arbors. The committee will review proposed change at the October committee meeting and bring to the Board for review and adoption.

**3. New items for Maintenance Committee review**

Nan Warren had a query from a resident about the expected structural performance of the buildings in the TWCM in the event of a major earthquake. Given the inventory of 295 buildings in TWCM, built under various building codes, it appears that even a survey by a structural engineering firm to address structural integrity of all building types would be a costly undertaking. It is expected that any recommendations for structural upgrades such as reinforcing connections to foundations, or reinforcing framing connections above grade, would also be cost prohibitive. The committee requests direction from the Board on whether to undertake this task and requests Board input to define parameters for such a review.

Subsequent to the meeting Tom Lauck contacted the City of Walnut Creek Building Department regarding any mandatory seismic retrofit ordinances adopted by the city. The only adopted ordinance applies to analysis, strengthening or demolishing of unreinforced masonry buildings. The city has not adopted any other ordinances requiring mandatory seismic retrofit, such as retrofit of soft-story structures, i.e., buildings with wood-framed floors with wood-framed shear walls, above open carports/garages, which may be applicable to TWCM structures.

The Board made a motion to delegate the Building Maintenance Committee to investigate how many types of buildings are within the Mutual and to obtain estimates of the cost of building inspections.

**Moved, Seconded, Carried 8-0**

**Clayton Clark gave the following report:**

**For the month of September 2021**

**Project 23**

- ❖ Owners group wants to start getting bids on SB 326 inspections. Met with FWC for pricing for phasing inspections into 2 years. Discussed additional venting of rear decks to provide better access for inspections and better venting of decks.
- ❖ Owners group wants decks on 1129 AS inspected. Woodpeckers are causing most of the damage. No action to report as carpentry staff resources are low.
- ❖ Reviewing LED light program.

**Project 26**

- ❖ **Rehab in progress by ACE.**
- ❖ **Roof replacement work on the tile at 1501 Pt continuing.**

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

- ❖ **Painting committee meeting conducted, and options in colors being applied for owner input.**
- ❖ **Resolving shower leak in unit on entry 8 Ptarmigan.**

**Project 27**

- ❖ Pricing swale repairs behind 2316 Ptarmigan. Reviewing two options: repair damaged section or repair entire section as tree heaving other section. Obtaining a second bid.
- ❖ **Electrical panel replacement:**
  - **Work order issued to KR Electric to inspect panels in Entry 13 Ptarmigan.**
- ❖ **Entry 13 Pt 2021 rehab:**
  - **Rehab completed by ACE. Paint selected by owners and coordinating with painting contractor.**
- ❖ Bids obtained for trash enclosure fence replacement like P28 across from entry 13 Ptarmigan. Bid out expansion of the trash enclosures but not cost effective for an additional 1 ft of space. **Contract awarded and waiting for Entry 13 Pt completion before continuing.**
- ❖ **Signage at 1904 pt under review to assist package delivery.**

**Project 31**

- ❖ **Carpentry contract completed by ACE, and Spectrum Painting is awaiting paint. Colors selected so waiting on schedule.**
- ❖ **Paving issue at 2617 Pt due to tree roots.**
- ❖ **Resolving sewer issue at 2621 Pt.**
- ❖ **Electrical issue raised with golf cart charging.**
- ❖ **2609 Pt furnace leak completed under third-party billable**

**Project 32**

- ❖ Looking into retrofitting downspout-drainage with leaf orifice to avoid subdrain clogging issue.

**Project 33**

- ❖ Pricing out metal gates due to trash company abuse. **No action to report.**
- ❖ **Working on entry address sign and orientation.**

**Project 34**

- ❖ **Paving of entry completed by Silicon Valley Paving.**

**Project 35**

- ❖ Resolving Third Party claim with insurance carrier due to hot water heater. **No action to report.**
- ❖ **Paving completed by Black Diamond Paving for Entry 1 TGR, as well as some corrective work at carports at Entry 2. Additional work was performed for sign lighting on Entry 1.**
- ❖ **Fleece Construction is underway for entry 2 entry concrete replacement. Metal plates will be used while concrete cures.**

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

- ❖ Resolving two issues at 3109 TGR. **No action to report**

**Project 36**

- ❖ 2185 CC: Working on concrete price with unapproved tile alteration. Owner wants P36 to pay for tile replacement and threatening to sue. **No action to report.**
- ❖ **SB 326 inspections will be planned next year.**
- ❖ **Paving completed by Black Diamond Paving. Work was between 2005 and 2165 Cactus Court.**

**Project 37**

- ❖ **Paving completed by Black Diamond Paving for Entry 3 & 5 TCal, and Entry 3 Cactus Court.**

**Project 38**

- ❖ **Paving completed by Silicon Valley Paving for patching patch paving.**
- ❖ **Leak at 839 Tcal inside wall of bathroom vent caused by old screw. MOD working on completions as asbestos is involved.**

**Project 42**

- ❖ **No action to report.**

**Project 44**

- ❖ Subdrain will be quoted for 3024 RP to dry out subgrade. Contract awarded to GJR.
- ❖ **Reviewed building settlement issues at 3024 RP.**

**Project 45**

- ❖ 3377 RP rehab underway. Resolved solar panel issue with owner.
- ❖ GRF truck hit 3377 RP and working on repairs.
- ❖ Resolving resident billable item at 3386 RP. Mutual's asbestos construction is an issue on complete payment of the claim.

**Project 49**

- ❖ 1738 SD rehab near completion. Deck issues have delayed the completion as some were alteration tile decks that led to dry rot. 1766 SD will be done in 2022.
- ❖ Waiting on SB326 inspection quote. Would like to phase it with upcoming rehab. **No action to report due to other.**
- ❖ 1614 SD Trellis: Was removed several years ago but resident wants back. **No action to report.**

**Project 51**

- ❖ **Washing machine leak at 4259 TGR is third party claim.**
- ❖ **Developing plan for SB 326 inspections.**

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

**Project 53**

- ❖ Investigating options to developer installed hard-wired detectors. **No action to report.**
- ❖ **4348 TGR: resolving corrective action from resale at front deck.**

**Project 54**

- ❖ **Working on sign repair in entry 5A.**

**Project 64**

- ❖ P64 insulation on outdoor plumbing completed. Waiting on supply valve work to complete the insulation. **No action to report.**
- ❖ Silicon Valley Paving scheduling repair work in Entry 1 Saklan Indian. Revising to include only P64 work as first section of the entry belongs to M39.

**General:**

1. Working on 2022 budgets.

**Landscape Committee**

The Board made a motion to appoint Milford Waldroup and Jerri McNair as co-chairs of the Landscape Committee.

**Moved, Seconded, Carried 8-0**

**Governing Documents Committee**

Steve Parks gave the following report:

Due to Districts disengaging from TWCM, Bylaws 6.1, 6.2, and exhibit A must be amended to reflect the current districts and number of directors.

The Board made a motion to allow the Governing Docs Committee to consult with legal counsel and modify the aforementioned bylaws.

**Moved, Seconded, Carried 8-0**

The Board made a motion to appoint Mike Abell, Christine Monsen and Judy Bank to the Governing Documents Committee.

**Moved, Seconded, Carried 8-0**

**Policy 16.2.6:**

Steve reported the revision to this policy has not been simple. Director Parks stated that he hopes revision will be ready by the next meeting. He also reported he will contact MOD assistant treasurer and CFO to put together a strong amendment.

**Alteration Permit Application Review**

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

None.

**Communication Committee**

None

**Emergency Preparedness Committee**

Arylss Rothman reported that the committee will be conducting lectures the remainder of this week and next week. She also reported that there will be weekly presentations to get Rossmoor residents prepared for any event. Recordings of the presentations will be uploaded to the EPO website.

**Dispute Resolution Committee:**

No report.

**Solar Committee:**

The following report was submitted by Adrian Byram:

**TWCM Solar Committee Report of September 13, 2021**

On June 2, 2021, the TWCM Board agreed that the TWCM Solar Committee should conduct a feasibility analysis of a Mutual-wide solar project in partnership with Table Rock Infrastructure Partners. This feasibility study has now been completed: the Mutual-wide solar project as originally conceived is not practical in the immediate future. However, the TWCM Solar Committee has determined that an alternative based on the already proven model from Mutual 48 is feasible if the necessary steps are taken promptly. This alternative enables groups of individual TWCM owners within a Project to capture the savings possible under the Net Energy Metering 2 (NEM2) tariff before it expires late this year. This alternative only requires co-operation within each participating Project, not across the entire Mutual.

**Background**

Solar energy projects work in conjunction with Pacific Gas and Electric (PG&E). While the sun is shining the solar array on each roof generates electricity which flows back through the owner's PG&E meter. During these times the owner is selling all the excess electricity to PG&E. Because of NEM2, PG&E is required to credit the owner the full retail price for each unit of electricity sold in this way. Thus, a properly designed solar system can reduce the owner's net annual cost of electricity to as little as \$10 a month (PG&E's minimum monthly fee). This highly favorable NEM2 tariff was designed by the State Legislature to encourage the installation of solar, a goal now accomplished beyond expectations. Consequently, the Legislature has required the California Public Utilities Commission (CPUC) to decide on a new NEM3 tariff by the end of 2021. NEM3 is widely expected to remove the economic incentive to install solar by itself. Thus, a key objective of the TWCM Solar Committee has been to find a way to enable TWCM owners to lock in NEM2 so they can enjoy its substantial cost savings for years to come.

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

### **The Mutual-wide Solar Model**

The original concept presented to the TWCM Board envisioned a Mutual-wide solar project, followed at a later time by microgrids when allowed by regulation. The equipment and its maintenance would be paid for via a Power Purchase Agreement (PPA) between the Mutual and a separate corporate entity established solely for this purpose. The corporate entity would install, operate, and own the solar panels, borrowing the necessary capital from long-term investors such as pension funds. Homeowners within the Mutual would receive proportionate credits from the solar power on their PG&E bills and would pay their fair share of the monthly PPA costs. Homeowners would have no upfront costs and would see a significant overall reduction in their monthly energy bills. (This is essentially the same model employed by the GRF for its Phase I solar array at MOD.)

On June 2, 2021, the TWCM Board approved a feasibility analysis of this concept in concert with Table Rock Infrastructure Partners (TR), with a total cost not-to-exceed \$75,000 shared with TR. The actual analysis work was to be conducted by Sage Energy consultants. The initial objective of the analysis was to find out as quickly and inexpensively as possible whether the project was feasible. The initial assessment from Sage showed that too few TWCM rooftops would be capable of generating enough solar power to justify the economics of a PPA that would meet a large fraction of TWCM's annual energy requirement. The total cost of this work by Sage was \$17,635; because the project was determined not to be feasible, TWCM owes 50% of this amount to TR (\$8,817).

During this period the TWCM Committee, TR, and its partners also explored alternative approaches to microgrids. This work confirmed that the primary barriers to microgrid implementation across more than single households are regulatory, not technical, and that there is no practical path around them until the regulations evolve. Economic barriers will recede as battery costs continue to decrease.

After a lengthy in-person meeting of the Committee and TR on 8/31, it was clear that the Mutual-wide approach was likely to be infeasible, even after optimization of solar rooftop layouts by Sage. Given the short time remaining until the NEM2 cutoff, the Committee and TR jointly decided to halt further work by Sage and to pursue the alternative solar approach described below.

### **The M48 Multi-Owner Solar (MOS) Model**

In 2016, a number of individual owners in Mutual 48 banded together to install solar using the then-new Virtual Net Energy Metering (vNEM) tariff. This tariff provides all the benefits of NEM2 but is more advantageous if multiple owners are trying to share a single roof and provides some useful flexibility. The first Mutual 48 installation was made by Solar Technologies (ST), the same company that installed the solar array at MOD for the GRF and will be installing the second GRF solar array over the Gateway parking lot. Since 2016 Mutual 48 has implemented two more vNEMs with ST; over half of all M48 owners are now participants in a vNEM.



THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

In the MOS model, each participating homeowner signs a separate contract with the installer to purchase the number of panels they need to offset their own energy consumption. Each participating homeowner has the option of paying cash for their panels or financing them over 5 to 20 years at competitive interest rates. Each participating owner receives their pro rata share of the PG&E solar credits based on the number of panels they purchased. So, a homeowner who buys 10 panels gets twice as many credits from PG&E as another participant who buys only 5 panels.

The most significant and immediate advantage of this model is that vNEM lets the homeowner lock in the NEM2 tariff in the next two months before NEM3 is announced. With vNEM the installer has to file an Interconnect Application (ICA) with PG&E prior to installing the equipment. The completion of the ICA locks in the NEM2 tariff for the participating owners for 20 years and gives the installer 1 year to complete the installation. An individual homeowner trying to install solar does not get this advantage; they are locked into NEM2 only after their own solar installation is complete and accepted by PG&E.

The other important advantages of vNEM are:

For the Mutual:

- one clean installation of solar panels per building by one trustworthy vendor, rather than a hodge-podge of different panels by a variety of vendors.
- an on-going maintenance arrangement with that installer, perhaps extending over many buildings if many owners in the Mutual work with that installer, increasing the likelihood of proper and timely maintenance.
- the ability to optimize solar roof space by allowing owners in one building to use more productive space in another building within the project.
- one conduit from the roof to the utility panel instead of multiple separate conduits, one per solar owner.
- no fights between owners because one owner captured a sunnier portion of the roof than another. With vNEM everyone gets the average solar exposure of the whole roof.

For the owners:

- more economical to install, especially on 2 or 3 story buildings.
- the ability for an owner in a highly shaded building to enjoy the savings from a sunnier roof within that Project.
- the ability to transfer the NEM2 benefits to a new owner if the home is sold.
- the ability to transfer panels from one owner to another within the Project while retaining the NEM2 benefits, even across buildings within a Project;
- a single connection delivers the power from all the panels making it far more feasible at a future date to install a battery to save more money by peak-shaving and/or eventually installing a microgrid for power backup.

The Multi-Owner Solar (MOS) model is not as comprehensive as the original Mutual-wide concept, but it requires far less organizational overhead, and can be implemented by groups of owners within a Project under their own initiative. Given the constraints of time and political

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

reality, the TWCM Solar Committee believes this to be the most effective and pragmatic way to address the needs of TWCM owners.

**Next Steps**

The TWCM Solar Committee seeks the Board's approval:

1. In conjunction with the Governing Documents Committee, to draft for the Board's approval an updated set of "TWCM Policies and Procedures Section 61.00. 00 Owner Initiated Alterations Solar Energy Systems" that includes the requirements necessary for the Multi-Owner Solar model within TWCM;
2. To consult with the TWCM's counsel regarding any other legal requirements necessary to implement a MOS model for TWCM;
3. To describe a Multi-Owner Solar solution to homeowners within TWCM in order to gauge interest and determine additional concerns;
4. To review potential contractors, after a multiple bid process, who would be selected to make standardized proposals to TWCM homeowners who desire to form Multi-Owner Solar groups.

The goal is to complete these steps in a time frame such that TWCM owners who wish to participate will be able to sign installation contracts no later than mid-November, thereby enabling them to lock in the NEM2 tariff. This goal is ambitious and means that the Committee has to deliver the necessary policies for approval at the Board's next meeting. We believe this is possible because we have the existing example of Mutual 48 to work from.

The Solar Committee advised that they would hold a town hall type of meeting for TWCM residents who are interested in solar.

After much deliberation and input it was decided that the Solar committee would present a solar policy at the next Board meeting.

**New Business:**

**Approval of Evacuation Zone sign at entry:**

A motion was made to allow GRF to install evacuation signs in Mutual entries.

**Moved, Seconded, Carried 8-0**

**CCFD Fire Safety Survey:**

See Presidents report or email [Noell.crosse@cccfd.org](mailto:Noell.crosse@cccfd.org)

**P23 Owner Notification Letter:**

See attached letter.

The Board discussed sending ballot to Project 23 and give residents the option to adopt TWCM

THIRD WALNUT CREEK MUTUAL  
BOARD MEETING MINUTES OF THE BOARD  
MONDAY, SEPTEMBER 13, 2021, AT 9:00AM  
ZOOM VIDEO AND CONFERENCE CALL MEETING

CC&R's to officially be part of TWCM or choose to disengage and become their own Mutual.

**Old Business:**

**P53 Disengagement:**

Project 53 has decided to continue with the disengagement process. TWCM has designated Matt Kaplan to be a liaison to the Board and keep them informed.

**Adoption of Flooring Policy:**

The Board reported that documents are ready for adoption at next month's meeting.

**Adjournment to Executive Session**

There being no further business, the Regular Meeting of the Board was adjourned at 11:33 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.

Lucy Limon

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**Assistant Secretary**

Third Walnut Creek Mutual

TWCM Letterhead  
August 20, 2021

Dear Project 23 Owner(s),

As you may be aware, Third Walnut Creek Mutual (TWCM) CC&Rs were completely redone over the last few years with much community input and involvement. They were finally recorded with Contra Costa County last October, and received in our office recently due to various Covid-19 delays. All projects in TWCM approved the CC&Rs with the exception of your Project, P23. Your owners originally voted not to approve the CC&Rs as written even though your Project contributed to the costs over the last years to have them rewritten to current standards. Your Project was not included in the CC&Rs for TWCM as officially recorded with the Superior Court of California, Contra Costa County in 2020. Your Project was not charged for any work done to include other projects or record their participation.

Your current CC&Rs are approximately 50 years old, originally written by the developers in Rossmoor. They are severely out of date and out of compliance with current law. If any situation arose that brought your CC&Rs into question, your Project CC&Rs could not protect you or the Project from possible culpability. As the Corporate entity within which you reside, this situation puts TWCM in legal jeopardy as well, forcing our Board to govern with two vastly different sets of rules.

In addition, I need to advise you that the three real estate agencies which sell most of the property in Rossmoor have collectively written to me expressing their discomfort with this situation. Their concern is that they do not know how to explain the situation pertaining to Project 23, and they have some fear that clients' potential reluctance to get involved in a difficult situation may cause buyers to look elsewhere.

Over the last six months, I have tried to work with owners in your project to allow your Project to decide how they would like to proceed, however, I have not been successful in having a leadership team come forward. I am writing directly to owners to get a sense of your wishes.

After consultation with legal counsel, we would like to suggest that there are two paths to take to easily remedy this situation:

- 1) Have owners agree to a revote to adopt the TWCM CC&Rs. This would require a 75% approval of all owners. There would be some costs involved in mailings, election and recordation. P23 would officially be a part of TWCM; or
- 2) Choose to disengage from TWCM and form your own Mutual. You are free to use TWCM CC&Rs as a template to develop your own CC&Rs as you so choose. There are also costs involved in this process and it could take at least 6 months.

You can read the CC&Rs on the TWCM website if you would like to review them. Each owner was sent a copy in 2019, but you may not have that at hand. They are over 100 pages including all property descriptions, so hard copies would need to be at cost for duplication. I would be happy to meet with an Owner group at your convenience to go over any portions of the CC&Rs if there are questions.

I am including a simple questionnaire to give me a sense of P23 Owner interest in the options discussed above. Please return these immediately and I will work toward holding a Project Meeting to discuss.

Sincerely,

Arlyss Rothman, TWCM President