

MINUTES

FOURTH WALNUT CREEK MUTUAL BOARD OF DIRECTORS MEETING MONDAY, APRIL 15, 2024, at 1:30 p.m. IN THE BOARD ROOM / GATEWAY IN PERSON AND ON ZOOM

Call to Order – Janet Seldon

President Seldon called the Board of Directors Meeting to order at 1:30 p.m. The meeting was held in the Board Room / Gateway was In-Person and on Zoom.

Roll Call - Directors:

President Janet Seldon, **present**
Vice President Ward Thompson, **present**
Treasurer Rajasundaram Sivasubramanian, **present**
Secretary Jeffrey Spires, **present**
Director Robert Amans, **present**

Staff

Jeroen Wright, Director Mutual Operations, Rick West, Senior Building Maintenance Manager, John Tawaststjerna, Landscape Manager, and Linda Schoeffner, Assistant Secretary.

1. APPROVAL OF CONSENT CALENDAR

The consent calendar consisted of Minutes:

March 18, 2024, Board of Directors Meeting Minutes
March 18, 2024, Executive Session Minutes

President Seldon made a motion to approve the March 18, 2024, Board of Directors meeting minutes and the March 18, 2024, Executive Session minutes. Secretary Spires seconded, and the motion passed without dissent. 5-0

2. MEMBERS' FORUM

"The following statements/opinions expressed by the members of Mutual 4 belong solely to those individuals. The Board of Directors is not obligated to respond or react to what is said. It is recorded in the Minutes for information only."

A Members' Forum was held. There were nine (9) members in attendance and eight (8) on Zoom. Comments were regarding the painting project, what color paint, original or multi color require quality, detailed punch list. Also, want clean, neat work product on dry rot removal caulking, and paint. The residents requested the onsite crew leader speaks English so the residents can communicate with him. A resident will be named as the liaison between the crew leader and the residents. Provide him with your questions and he will present them to the crew leader. Residents are not to communicate with the crew leader; he is there to run the job.

3. PRESIDENT'S REPORT

President Seldon reported that there were no big surprises at the Presidents' Forum. Items discussed were insurance which there is nothing anyone can do about that. Due to not having a 100% replacement fund on the property valuation (should there be a catastrophic event), mortgages are more difficult to obtain thanks to Fannie Mae and Freddie Mac who require 100% coverage and causing property values to go down. Galagher provided a QR code for residents to contact their legislative representative to send their comments about the insurance situation.

4. TREASURER'S REPORT - Siva

Fourth Mutual Treasurer's Report for March 31, 2024

March 31, 2024, financial just received and not yet reviewed.

- **Delinquent Accounts**

President Seldon made a motion that, "In accordance with the collection policy for the period between one meeting and the next, those owners who are delinquent will be sent to A.S.A.P. Collection Services to initiate collection activities, including but not limited to recording a lien and/or any successive liens(s)." Secretary Spires seconded the motion, and it passed without dissent. 5-0

Four (4) letters mailed to delinquent owners. Out of those four, one paid off the account and another agreed to a payment agreement. The other two accounts were sent to ASAP for collection to have liens filed against them.

Siva made a motion to submit the following two accounts to ASAP Collections to lien. Director Amans seconded it, and the motion passed without dissent. 5-0

- *President Seldon made a motion to lien account APN: 186-110-040-0 with ASAP Collections, seconded by Vice President Thompson This account is \$12,500 in arrears. 5-0*
- *President Seldon made a motion to lien account APN: 186-110-030-1 with ASAP Collections, seconded by Secretary Spires This account is close to \$10,000 in arrears. 5-0*

5. MANAGER'S REPORT - Jeroen Wright, Director of Mutuals Operations

Jeroen requested that everyone write to their legislative representative in response to the current insurance situation and let them know how disappointed you are with today's situation and ask them what they are doing about it. Pressure them to do something and help the community.

6. LANDSCAPE AND GROUNDS, FIRE CLEARANCE - John Tawaststjerna - MOD

- The shade fuel break made progress along the top ridge. The debris will be hauled away and any remaining debris will be by a controlled burn on wood piles and chips.
- The irrigation is still off and will be close to the end of the month.
- Four birches at Entry 12 & 14 scheduled for removal.
- Mulch schedule to install in Zone C Seacrest 1,3,7 and at Entry 17, 7 & 8 Tice Creek

7. **BUILDING MAINTENANCE REPORT** – Rick West, Sr. Building Manager

ACTION ITEMS: Proposals for review or Approval

1. **Entry 10 Painting Project - Dunn Edwards Painting Service Rep. sent color photo renderings and color palette, for board review.
Currently this project is going out to Bid.**

The Board will be holding a Town Hall for the residents to hear about the project and to eventually agree on the paint colors that will be used.

INFORMATION ITEMS: Work scheduled in progress or completed.

1. **SB326 - Structural Engineers inspection of raised mutual components –
The Board has elected to complete this project in 4 Phases over 4 years starting in 2021 - and completing the inspections in 2024. Total Inspection contract Cost \$78,071.00.
Contractor: FWC - Destructive testing and put back will be completed by others.
Contractor: Alp Construction was awarded phase I repairs.
(Work is in Progress Estimated Cost \$65,506.00).**
2. **Roofing Project – 2109 Skycrest – DuraLast, Tile to Comp. Gutter & Downspouts.
Contractor: Fiala Roofing. Project scheduled for spring 2024.
Rain Leak repairs and Balcony repair work are also included in this project.
Cost \$142,459.00**
3. **Dry Rot and Touch Painting Project Contractor: MOD was awarded this project.
Skycrest / Pine Knoll / Tice Creek will be completed for an additional cost of \$50,000.00. (The final phases will be completed in 2024).**

8. **COMMITTEE REPORTS**

- **Governing Documents-** Kathleen Bridgeman -- No Report
- **Trash Committee** – Deb Hachen – No Report
- **Communication Committee** – Carl Brown
 - **EV Committee** – Carl Brown
The following was provided to the residents for a 28-day comment period. Only one comment was received. The Board will review any further comments and make a motion on the policy and agreement at the May 20, 2024:
 - Golf Cart Power Purchase Agreement
 - EV Charging Policy and Use of Mutual Electricity
 - **Architectural Control and Alterations Compliance** - Linda Brown, Chairperson
Chairperson Brown did not receive the In-Progress/Completed Alteration Reports from August 1, 2023, to January 31, 2024. Assistant Secretary will forward those reports to Ms. Brown tomorrow.

9. **OFFICERS REPORTS:**

- **President** - Janet Seldon

- **Vice President** - Ward Thompson
- **Secretary** - Jeff Spires
- **Treasurer** - Rajasundaram Sivasubramanian – Report Not Submitted

10. **NEW BUSINESS**

- *Annual and Organizational Meetings will take place on August 1st, 2024 – Board Election Nomination Deadline Ended on May 2, 2024, with 2 Seats Open. Since there were only two candidates and two open seats, the candidates will be elected by acclamation. Incumbent, Siva, and Susan Chang are the official candidates.*
- *President Seldon made a motion to appoint Amanda Davis from GRF as Assistant Treasurer to replace Thomas Hand on the Board of Directors. Siva seconded the motion, and it passed without dissent. 5-0*

11. **ANNOUNCEMENT** - Next Meeting is the Board Meeting on Monday, May 20, 2024, 1:30 p.m. in the Board Room / Gateway.

12. **ADJOURNMENT** - There being no further business, the Board adjourned the meeting at 3:30 p.m. The Board will convene in an Executive Session to discuss delinquent accounts.

Executive Session - Litigation, Formation of Contracts, Disciplinary Hearings, Personnel Issues, Payment Plans.

- NOTE: Executive Session - The above list of topics is not exhaustive and does not exclude other matters that require confidentiality.