

MINUTES
FOURTH WALNUT CREEK MUTUAL
MONDAY, APRIL 17, 2023 AT 1:30 P.M.
Via ZOOM and BOARD ROOM

President Brown called to order a regular meeting of the Board of Directors of Fourth Walnut Creek Mutual at 1:30 p.m. on Monday, April 17, 2023.

ROLL CALL: PRESENT: Linda Brown, President
Jeff Spires, Vice President
Rajasundaram Sivasubramanian, Treasurer
Janet Seldon, Secretary
Sheldon Schwartz, Director

ABSENT: None

Representing Mutual Operations were: Paul Donner, Director of Mutual Operations; Rick West, Building Maintenance Manager; John Tawaststjerna, Landscape Manager, and Anne Paone, Administrative Secretary.

Ms. Brown welcomed 4 residents in attendance.

APPROVAL OF CONSENT CALENDAR

The consent calendar consisted of:

Minutes: March 20, 2023: Regular Board Meeting
March 20, 2023: Executive Session Meeting

Ms. Brown asked for any additions or corrections to the minutes. Hearing none, Ms. Brown declared the minutes approved as written.

A voice vote was taken. Brown-y, Spires-y, Siva-y, Seldon-y, Schwartz-y

MEMBERS' FORUM

Members' Forum was held. Topics relating to landscaping, trees, and the special assessment were mentioned.

MANAGEMENT REPORT

Mr. Donner reported MOD is back on regularly scheduled maintenance work. There are 2 new people in accounting. The new CFO will start on April 28. They are still interviewing for Mr. Donner's position His last day is August 1, 2023. Ann Mottola has started today. She has filled Jeff Matheson's former position. There was some confusion regarding Comcast Cable. One box is provided and paid for. Some residents found that they were not charged for the second box. They are being charged now.

PRESIDENT'S REPORT

Ms. Brown reported that they will deal with the tree issues. Ms. Brown will sign change orders and ratify them at the next meeting. Fourth Mutual would like to get their entries done before GRF does their asphalt projects. Mr. West reported that a depth of 4" is

standard throughout Rossmoor. The cost to do asphalt work for entries 1, 12, 13, 13A, 14, and 14A is \$144,170.00.

TECHNOLOGY REPORT

Mr. Brown reported the task force is functioning as an on-going committee. He proposed that they do a study to document where things are such as the electrical panels, which circuits feed which carports, etc. Mr. West recommend having an electrician explore what is needed to move forward. Mr. Schwartz suggested going to the state or federal government to see if we can get any funding from them.

LANDSCAPE AND GROUNDS, FIRE CLEARANCE

Mr. Tawaststjerna reported the following:

Mutual 4 Landscape Report

MOD Days

Mutual	Total Days	Spring	Summer	Fall
4	28	13	6	9
		4/24 to 5/10	7/25 to 8/1	10/17 to 10/27

- Current plan for Spring days is to mulch Zone B on mulching plan
 - o Skycrest Entries 8, 9, & 10
 - o Estimated total of 375 yards of C6 mulch
 - o Estimated cost of \$18,750
 - o WO 666117
- Lawn removal behind 2589 Pine Knoll Entry 7A
 - o \$4,030.30
 - o WO 668008

Landscape Maintenance

- All lawns have been fertilized and seeded as needed
- Cutting back of old growth on perennials
- Fire abatement work will start early May

Tree Maintenance

- Emergency work in Entries 1 & 14
- 2023 Budget
 - o Budget: \$40,625.00
 - o YTD: \$22,300.00
 - o Remaining: \$18,325.00

BUILDING MAINTENANCE REPORT

Mr. West reported as follows:

ACTION ITEMS: Proposals for review or Approval

1225 Skycrest #1 – Under Slab cold water leak and repair. Contractor AMAC Cost \$17,180.00.

(Board to vote to approve the emergency repair work).

Ms. Brown moved to approve AMAC with a NTE amount of \$17,180.00 for 1225 Skycrest #1. Mr. Schwartz seconded and the motion carried without dissent.

A voice vote was taken. Brown-y, Spires-y, Siva-y, Seldon-y, Schwartz-y

INFORMATION ITEMS: Work scheduled in progress or completed.

1. Roofing Project – 1817 Sky Crest DuraLast Project scheduled for 2023.
Contractor Fiala Roofing. Estimate - \$217,121.00
(Scheduled start date April 24th, 2023).
2. Senate Bill 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.
2021 Phase I Cost \$18,720.00 / 2022 Phase II Cost \$19,299.00.
FWC will need to return to complete list of units that were not accessible.

(Reported repairs recommended by FWC will go out to bid).
3. 2021 Phase II / 2022 Phase III / 2023 Phase IV - Dry Rot and Touch Painting Project
Contractor: MOD Phase III includes Entry 11 and 15 Skycrest Dr. Additional Building and Balcony Dry Rot were discovered in additional locations. 2022 Total Carpentry Budget is \$196,000.00.

(Phase II of this project is currently in progress. The final phases will be completed in 2024).
4. 659800 01/06/2023 In the wall Drain Line leak - Contractor: Five Star Reserve 2589 PINE KNOLL DR. #4 SCOPE OF WORK LIVING ROOM AND DINING ROOM:
DRYWALL REPAIR Mask all areas that we are going to work from dust and paint drips. Carefully remove approx. 2 square feet of acoustic ceiling drywall. Spot prime area that removed off with oil base primer to seal water stains. Install fiberglass mesh over seam and apply two coats of drywall mud to float smooth. Spray acoustic texture several coats to build up acoustic to blend in patch. Spray primer and paint to complete ceiling to ensure ceiling color matches. Spot prime and paint one wall where we had to paper the corner ceiling to wall. Leave job clean and neat. We propose to furnish all labor and materials necessary to complete the above specifications.
(Cost \$1950.00 Work Completed).
5. 1605 / 1609 Entry 10 Underground Drain line excavation and replacement.
Contractor: Five Star

Total Cost and status update Presented to the Board.

ARCHITECTURAL CONTROL AND ALTERATIONS; COMPLIANCE

Ms. Brown reported that within the period of October 2022 – March 2023, there were 16 applications, 10 permits and 33 applications completed.

EMERGENCY PREPAREDNESS

No report. No one is on the committee.

COMMUNICATIONS

Ms. Brown reported that the newsletter is looking great.

Mr. Brown reported that the issues were resolved in trying to get on Rossmoor.com He reserved the domain name for another year.

POLICY COMMITTEE

Siva reported they will meet on the 19th at 11:00 a.m. to review the CC&Rs.

OFFICERS REPORTS

1. President: No report.
2. Vice President: No report.
3. Treasurer: The treasurer reported that he had not received the February financials yet. He did receive the January financials a couple of days after the March Board Meeting.

The January ending balance for the Operating fund was \$ 612935 and the reserve fund was \$ 2,569,093 for a total of \$ 3,182,028.

As of 12/31/2022, total delinquencies were \$ 87700 in past due monthly assessments. Three residents account for 66 percent of the total due (\$ 57925). Delinquencies on third party billing is around \$ 16000. Accounting said earlier that they were going to concentrate on this. In spite of repeated requests, I have not been able to get an answer on their future plans.

Special assessments have a delinquency of \$ 8683.

One piece of good news is that one of the three residents that have a large assessment delinquency is going through an escrow and the escrow is supposed to close in the first week of May. If all goes well, we can expect to recover around \$11000 in delinquencies.

Siva moved to certify that the January financials have been reviewed in accordance with civil code #5500. Ms. Brown seconded the motion and the motion carried.

A voice vote was taken. Brown-y, Spires-y, Siva-y, Seldon-y, Schwartz-y
Siva moved that in accordance with the collection policy for the time 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). Motion seconded and carried.

A voice vote was taken. Brown-y, Spires-y, Siva-y, Seldon-y, Schwartz-y

4. Secretary: No report.

UNFINISHED BUSINESS

Moved to Executive Session

NEW BUSINESS

None

ANNOUNCEMENT

Regular Meeting – Monday, May 15, 2023 at 1:30 p.m. – via ZOOM and Board Room (Hybrid)

ADJOURNMENT

Having no further business, the meeting adjourned at 2:42 p.m.



Anne Paone, Assistant Secretary
Fourth Walnut Creek Mutual