

MINUTES
FOURTH WALNUT CREEK MUTUAL
TUESDAY, JANUARY 17, 2023 AT 1:30 P.M.
Via ZOOM

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

ROLL CALL: PRESENT: Linda Brown President
 Pamela Ovalle Treasurer (Joined at 1:41)
 Janet Seldon Secretary
 Sheldon Schwartz Director

ABSENT: Jeff Spires, Vice President

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 12 residents in attendance.

APPROVAL OF CONSENT CALENDAR

The consent calendar consisted of:

Minutes: October 17, 2022: Regular Board Meeting
 November 11, 2022: Regular Board Minutes
 October 31, 2022: Special Meeting
 December 9, 2022: Special Meeting
 October 27, 2022: Executive Session Meeting
 November 17, 2022: Executive Session Meeting
 December 9, 2022: Executive Session Meeting

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

A voice vote was taken. Brown-y, Seldon-y, Schwartz-y (Ovalle-not present)

RESIDENTS' FORUM

Resident stated that he would like delinquencies included in the Treasurer's report. He wants more details.

Resident reported some flooding and that the gardeners don't get under the grid and it fills up.

MANAGEMENT REPORT

Mr. Donner reported that MOD was spending time on the storm clean-up. They have been extremely busy. Contractors are working as needed. Seventeen trees were lost. There were 6 mudslides. It could take months to get back to normal.

PRESIDENT'S REPORT

Ms. Brown reported that Ms. Ovalle is still resigning. Ms. Browne stated that she will be rescinding her resignation. Mr. Ward Thompson will shadow her and then eventually she will resign. The Board will put together a committee to review the CC&Rs. The Presidents have rejected the management agreement. Fourth Mutual will pay \$530 to Mutual 39, as that Mutual paid the entire invoice for an outside attorney to review the agreement. The Board will be forming a trash committee.

TECHNOLOGY REPORT

No report.

LANDSCAPE AND GROUNDS, FIRE CLEARANCE

Mr. Tawaststjerna reported that the MOD workdays will be on April 24 – May 10th. They will do mulching. He will have prices for the next board meeting. They are working on cleaning the mudslide on GRF area near Fourth Mutual. At Skycrest, Entry 8, trees were removed. They would like to do replanting but are waiting for the city to do their test regarding a leak.

BUILDING MAINTENANCE REPORT

Mr. West reported as follows:

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
Proposal Signed – Contract sent to the Board for review and signature.
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.
Deadline to complete these inspections is January 1st, 2025.
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. 00654728 11/09/2022 CONCRETE REPAIR Contractor: Five Star - Mutual Reserve 1801 SKYCREST DR. SCOPE OF WORK Remove and replace two sections approximately 147 square feet of concrete walkway. Remove tree roots under concrete and away one foot away from new concrete. Dowel ½ rebar into existing concrete. Compact soil to concrete walkway. Apply lamp black as needed Concrete will match existing concrete broom finish. 3 Grinds concrete tripping hazards up to 3/4 inch. Rinse water to remove dust. Carefully use concrete scafier to level concrete. Sweep concrete dust and leave clean and neat. After concrete is removed, check for any damages regarding electrical or irrigation. Call for inspector if an abnormal condition exists. repair is needed. Prepare surface, apply gravel to the dirt and pack compact gravel as needed. Drill holes at both ends of the existing concrete walkway. Apply epoxy into the drilled holes and the insert rebar dowels into the holes. Install full-length rebar at 16 to 18 spacing. Rebar should have little rust. Wire new rebar to dowels Furnish and Install 3 in. x3 in. x 3in. wire dobie concrete bricks and secure blocks to the full-length rebar. Wet down based prior to concrete pour. If roots need to be cut and they are over 4 dia. call for inspection first. Root removal as needed not to exceed \$500.00. Excludes unforeseen large or multiple roots not visible during inspection.
Total \$6,111.00

5. 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 in Progress.

ARCHITECTURAL CONTROL AND ALTERATIONS; COMPLIANCE

No reports available. Ms. Brown reported that she is a committee of one.

EMERGENCY PREPAREDNESS

No report. Still looking for a chair.

COMMUNICATIONS

Mr. Brown reported that he would like to change the tab on the website that says: "What is happening" to "Committees and Information."

Newsletter – Rich Kinsey reported he is learning how to post information, especially artwork on Constant Contact. He is working with Carl Brown on this.

POLICY COMMITTEE

No report.

OFFICERS REPORTS

1. President: Ms. Brown thanked Ms. Ovalle for all of her work on the Board. She also expressed the Board's appreciation for her work as the Treasurer.

2. Vice President: No report.

3. Treasurer: Ms. Ovalle reported the following:

The November ending balance for the operating fund was \$568,211 and the reserve fund was \$2,426,374 for a total of \$2,994,585.

The Board has terminated HOA Repay, the collection agency. They have not sent the accounts back to us. ASAP is the new company. Ms. Ovalle will meet with Florenda Agero and ASAP. There is \$8,683 past due on the Special Assessments. There is \$15,582 outstanding for 3rd-party billing. The dates for the special assessment in the total amount of \$500 are May 1st and November 1st, with \$250 for each payment. The Board does not have a hard number for the insurance yet. Mr. Lesser will give that number to the Board very shortly.

Ms. Ovalle moved to certify that the November financials have been reviewed in accordance with civil code #5500. Ms. Seldon seconded and the motion carried without dissent.

A voice vote was taken: Brown-y, Ovalle-y, Seldon-y, Schwartz-y

4. Secretary: No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. *Mr. Schwartz moved to appoint Rajasundaram Sivasubramanian (Sivi) to the Board of Directors effective February 1, 2023 to fill the vacancy left by the resignation of Pam Ovalle. Ms. Seldon seconded and the motion carried without dissent.*

A voice vote was taken: Brown-y, Ovalle-y, Seldon-y, Schwartz-y

B. *Mr. Schwartz moved to appoint Rajasundaram Sivasubramanian to the office of Treasurer effective February 1, 2023. Ms. Seldon seconded and the motion carried without dissent.*

A voice vote was taken: Brown-y, Ovalle-y, Seldon-y, Schwartz-y

C. *Mr. Schwartz moved to appoint Carl Brown as the Alterations Committee Chair. Ms. Seldon seconded and the motion carried without dissent.*

A voice vote was taken: Brown-y, Ovalle-y, Seldon-y, Schwartz-y

ANNOUNCEMENT

Regular Meeting – Tuesday, February 21, 2023 at 1:30 p.m. – via ZOOM

ADJOURNMENT

Having no further business, the meeting adjourned at 3:20 p.m.



Anne Paone, Assistant Secretary
Fourth Walnut Creek Mutual