

MINUTES
FOURTH WALNUT CREEK MUTUAL
MONDAY, JUNE 21, 2021 AT 1:30 P.M.
ZOOM MEETING

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, June 21, 2021 via ZOOM.

ROLL CALL: PRESENT:	Linda Brown	President
	Sheldon Schwartz	Vice President
	Carolee Perrich	Treasurer
	Janet Seldon	Secretary
	Jeff Spires	Director

ABSENT: None

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

Ms. Brown welcomed 7 residents in attendance.

APPROVAL OF CONSENT CALENDAR

Mr. Schwartz moved to approve the consent calendar with the minutes listed as follows:

Minutes:	May 17, 2021: Regular Board Meeting
	May 12 and May 17, 2021: Executive Session Meeting

Ms. Seldon seconded and the motion carried without dissent.

RESIDENTS' FORUM

No comments or questions.

MANAGEMENT REPORT

Mr. Donner reported that MOD is open and taking appointments. Walk-ins are welcome from 8-12. Residents are not asked to wear a mask.

PRESIDENT'S REPORT

Mr. Schwartz attended in Ms. Brown's stead. He reported that the Management Agreement was discussed. It is not signed yet, but there are some compromises being made, in particular, indemnification. Mutuals want more clarity. GRF has agreed to some changes. Issues relating to accounting were discussed. Some billings are not clear. This seems to stem from inadequate staffing in accounting. Mr. Donner reported there has been staff turnover. Joel Lesser, CFO, is very good.

Mr. Schwartz reported that Ms. Pollon gave a brilliant presentation. It had to do with irrigation and controllers. Ms. Pollon reported that each Mutual has a series of controllers that talk to satellites. We use Smart Controllers. Some operate on a 2-G network. Some may be on a 3-G network. These networks will eventually be phased out. ETWater will use

a different format to pay for usage. They will guarantee their usage and equipment for 10 years. Th Mutual has 19 controllers and will be billed at \$30 per controller each month. Ms. Pollon will check to see how many controllers are on each network. Mr. Schwartz reported there was a discussion regarding insurance. Gallagher was there. The Presidents wanted to know how rebates are given to the individual Mutuals. There was also a discussion on Solar.

TECHNOLOGY REPORT

Mr. Brown was excused. No report.

TASK FORCE ON PARKING

Currently, no task force is operating.

COMMUNITCATIONS

Mr. Brown was excused. No report.

POLICY COMMITTEE

Ms. Seldon reported the committee is reviewing policies to date. They meet twice each month.

LANDSCAPE AND GROUNDS, FIRE CLEARANCE

Ms. Seldon reported that she and Rebecca will meet with Skycrest, E1 residents next month to plant the renovation. Ms. Pollon stated that flyers will go out to residents.

Ms. Pollon reported that PG&E will take down 2 trees in the canyon. This is very expensive and there is no schedule yet.

There are 10 MOD days in late August. They will do irrigation inspections and fix breaks faster. They will also remove Coyote Brush in the canyon. It will extend beyond 100 ft for the fire abatement clearance.

They have finished the spring MOD days. They did put down mulch in E12, 13, and 14.

BUILDING MAINTENANCE REPORT

Mr. West reported as follows:

ACTION ITEMS: Proposals for review or Approval

1. 2021 Roofing Project going out to Bid for 7 Buildings. This project will include the remaining Tar and Gravel Roof buildings in 4th mutual. Included in the Proposals will be new DuroLast Material installed on the flat sections of the roofs. Also new gutters and downspouts. And new tile to comp roofing if needed.
Building included are: # 1109 SC / 1301 SC / 1509 SC / 1902 SC / 1910 SC / 2101 SC / 2105 SC.

A-One Construction \$421,316.00 / Frank Fiala Roofing \$368,328.00

(Proposals will be Presented to the board as they arrive).

The Board tabled this item while they wait to receive a third bid.

2. New Solar LED Lights – for 11 entry signs. MOD cost for Material and Installation Labor

\$1,771.00

(Presented to the board for approval).

Ms. Seldon moved to approve the proposal in the amount of \$1,771.00 from MOD for LED light for 11 entry signs. Mr. Schwartz seconded and the motion carried without dissent.

3. Entry 3A/3B repaving project for 2021 Removal and replacement of 4” or 20,500 sf (513) tons of Asphalt. Includes new painted white lines and hydrant marker.

Low bid Black Diamond Paving – Estimate \$73,206.00

(Presented to the board for approval).

Mr. Schwartz moved to approve the proposal from black Diamon Paving in the amount of \$73,206.00 for the removal and replacement of 20,500 sq. ft. of asphalt and to include new painted white lines and hydrant marker. Ms. Perrich seconded and the motion carried without dissent.

INFORMATION ITEMS: Work scheduled in progress or completed.

1. Progress update on the Annual Sewer line drain preventive snaking – Includes using video camera in lines .

Annual Cost \$25,200.00.

(Project in progress for 2021 - Five Star to complete 118 Drain lines).

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. Deadline to complete these inspections is January 1st. 2025.

Contractor: FWC - Destructive testing and put back to be completed by others.

2021 Phase I Cost \$18,720.00

(This project is now scheduled to begin in July 2021).

3. 2021 Phase II & Phase III Dry Rot and Touch up Painting Project – Contractor: MOD

This project will include repairs and paint to 18 Buildings and 12 Carports. MOD is currently working in entry 11 and 15 Skycrest Dr.

2021 Building Carpentry and Supervision Budget for this Project is \$90,000.00.

The Board has approved a total of \$62,600.00 to date for 2021.

(Phase II of this project is currently in progress).

4. Interior electrical building and unit panels inspections - Contractor: Sang Electric
Sang has completed 70% of the units to date.

(This work is in progress).

5. Entry One SC Trash Enclosure Gate Replacement - Removal of existing gate
and install a new Vinyl Gate with new hardware. Contractor: Five Star
Cost \$2,875.00

ARCHITECTURAL CONTROL AND ALTERATIONS; COMPLIANCE

Ms. Brown did not have a report.

EMERGENCY PREPAREDNESS COMMITTEE

Ms. Brown reported there are currently no volunteers.

OFFICERS REPORTS

1. President: No report.
2. Vice President: No report.
3. Treasurer: No report.
4. Secretary: No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

All items except golf ports were discussed earlier in meeting.

Ms. Brown reported that she has a volunteer to walk the Mutual to find all golfports and golf carts. The Board agreed that the Mutual needs to start charging for them using the Mutual's electricity. Once identified, a letter will be sent out to them.

ANNOUNCEMENT

Regular Meeting – Monday July 19, 2021 at 1:30 p.m. – Gateway Board Room

ADJOURNMENT

Having no further business, the meeting adjourned at 2:44 p.m.



Anne Paone, Assistant Secretary
Fourth Walnut Creek Mutual

***The Board of Directors met in executive session on May 12, 2021 at 1:00 p.m. to discuss the following:

1. Legal – Discussion on Unpaid Account-Board Reviewing
2. Contracts – Various - Board reviewing
3. Member Matters – Alteration issues-Reviewing
4. Financials – Account paid - Release of Lien

Having no further business, the executive session adjourned at 2:21 p.m.

***The Board of Directors met in executive session on May 17, 2021 at 2:40 p.m. to discuss the following:

1. Legal –Unpaid Account-Board Reviewing
2. Member Matters – Pest Issue-Board investigating

Having no further business, the executive session adjourned at 3:48 p.m.