

MINUTES
FOURTH WALNUT CREEK MUTUAL
MONDAY, OCTOBER 18, 2021 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 Monday, October 18, 2021.

ROLL CALL: PRESENT:	Linda Brown	President
	Pamela Ovalle	Treasurer
	Janet Seldon	Secretary
	Jeff Spires	Director

ABSENT: Sheldon Schwartz, Vice President

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

Ms. Brown welcomed 7 residents in attendance.

APPROVAL OF CONSENT CALENDAR

Ms. Ovalle moved to approve the consent calendar with the minutes listed as follows:

Minutes: September 20, 2021: Regular Board Meeting

Ms. Seldon seconded and the motion carried without dissent.

RESIDENTS' FORUM

Resident Forum was held. Rat problem, solar initiative, and recycling bins overflowing were topics of discussion.

MANAGEMENT REPORT

Mr. West reported that items are on the agenda.

PRESIDENT'S REPORT

Ms. Brown reported that there has not been any progress on the Management Agreement. There will be evacuation signs on all entries. The Treasurers of the mutuals have formed a club. SB908 is the new debt collection law. Collectors must be licensed to collect.

TECHNOLOGY REPORT

Mr. Brown reported that the concept of the Mutual developing a solar system has been eliminated. Rossmoor Solar initiative is addressing this issue. The Board should consider dissolving the Solar Committee.

TASK FORCE ON PARKING

Currently, no task force is operating.

LANDSCAPE AND GROUNDS, FIRE CLEARANCE

Ms. Seldon did not have a report. Ms. Pollon reported that Terra Landscape has started Skycrest, Entry 1. It will be under construction. MOD will start mid-November for about 3 weeks. They will do plant replacements and also plant 2 Cherry tree. They are doing a minor rehab. Entry 8 is not having a full scale rehab. They are doing plantings. They expect to come in under budget for the year.

BUILDING MAINTENANCE REPORT

Mr. West reported as follows:

ACTION ITEMS: Proposals for review or Approval

1. Dryer Vent Cleaning – Estimate from Bay Air Flow to complete up to 286 units. At \$60 Per unit.

Total Price not to exceed \$17,160.00. Mutual will only be charged for the actual number of units completed.

(Estimate presented to the Board for review and approval).

INFORMATION ITEMS: Work scheduled in progress or completed

1. Roofing Project - This project will include the 7 Buildings remaining with 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.

Frank Fiala Roofing was awarded total project at \$368,328.00.

2021 Phase I Roofing Project will complete Buildings #1301, #2105, and #1509.

For a Total cost of \$101,838.00.
(This Project is currently in progress).

2. Progress update on the Annual Sewer line drain preventive snaking –
Includes using video camera in lines.
Five Star to complete 118 Drain lines.

Annual Cost \$25,200.00.

(Recent report shows that 84 Drain lines have been completed to date).

3. 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

(Phase I Inspections were completed in August.

Currently waiting for report from FWC).

4. 2021 Phase II / 2022 Phase III / 2023 Phase IV - Dry Rot and Touch up Painting Project. Contractor: MOD – Phase II includes 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. Building and Balcony Dry Rot has been discovered in several locations. (Phase II of this project is currently in progress. The final phase will be completed in 2023).
5. Interior Electrical Building and Unit panels inspections - Contractor: Sang Electric
Sang has completed 85% of the units to date.
4th Mutual has all GE Electrical Panels – No Zinsco Electrical panels have been found.
(This Project is in progress and is scheduled to be completed by the end of in 2021).

The Board discussed dryer vent cleaning.

Ms. Ovalle moved to sign the contract with Bay Air Flow with a NTE amount of \$18,590.00 to clean dryer vents in 2 phases over 2 years. Ms. Seldon seconded and the motion carried without dissent.

ARCHITECTURAL CONTROL AND ALTERATIONS; COMPLIANCE

Ms. Brown reported that from April - October, there were 22 applications completed with 19 in progress and 15 permits issued.

COMMUNITCATIONS

Mr. Brown reported that the newsletter is still on hold. Mr. Brown will speak to Mutual 68 to see how they set up sending emails to residents.

POLICY COMMITTEE

Ms. Seldon reported the committee is almost done working on the solar policy. They will then send it to the attorney for review.

EMERGENCY PREPAREDNESS COMMITTEE

Chair is still vacant.

OFFICERS REPORTS

1. President: Ms. Brown reported the Board is working on the 2022 budget.
2. Vice President: No report.
3. Treasurer: Mr. Ovalle reported the operating fund balance for August was \$359,036 and the reserve fund balance was \$2,117,898.
*Ms. Ovalle moved to certify compliance with #5500 for the August financials.
Mr. Spires seconded and the motion carried without dissent.*
4. Secretary: No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Adopt 2022 Budget:

Ms. Brown reported the Board will adopt the 2022 budget in a Special Meeting on October 26, 2021.

ANNOUNCEMENT

Regular Board Meeting – Monday, November 15, 2021 at 1:30 p.m. – via ZOOM

ADJOURNMENT

Having no further business, the meeting adjourned at 2:35 p.m.



Anne Paone, Assistant Secretary
Fourth Walnut Creek Mutual