



**WALNUT CREEK MUTUAL FIFTY-THREE  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
FRIDAY, MARCH 31<sup>ST</sup>, 2023, AT 2:00 PM  
**ZOOM AND IN-PERSON MEETING**  
FAIRWAY ROOM– CREEKSIDE  
1010 STANLEY DOLLAR DR- WALNUT CREEK, CA 94595**

**Zoom instructions:** To view the meeting on your computer, iPad, or smart phone, residents should log-in to <https://rossmoor.zoom.us/j/89380700695> or use the meeting ID: 893 8070 0695. You will see a few prompts to click on such as allowing “the page to open [zoom.us](https://zoom.us),” “join with video,” and “join with computer audio.” Be sure to have your computer speakers turned on.

If residents just want to hear the deliberations, they can dial 669-900-6833 on any phone, and they will be prompted to enter the meeting ID: 893 8070 0695

For technical support to join a meeting, contact (925)988-7627 [Support@rossmoor.com](mailto:Support@rossmoor.com).

**AGENDA**

- |   |                                  |
|---|----------------------------------|
| 1. Call to Order  | Ms. Mintz                        |
| 2. Roll Call  | Ms. Limón                        |
| Barbara Mintz, President<br>Brad Schimek, Vice President      Matt Kaplan, Treasurer<br>Barbara Landberg, Secretary      Michelle Huff, Director  |                                  |
| 3. Members Forum (3 minutes per speaker)  | Ms. Limon                        |
| 4. Approval of Minutes  | Ms. Mintz                        |
| a. Regular Meeting Minutes  | February 24 <sup>th</sup> , 2023 |
| 5. President’s Report   | Ms. Mintz                        |
| 6. Treasurer's Report   | Mr. Kaplan                       |
| i. Motion to certify compliance with civil code 5500.   |                                  |
| 7. Committee Reports  | Ms. Mintz                        |
| a. Governing Documents  |                                  |
| i. Committee members Sam Kushner and Bruce Smiley and Board Members Barbara Mintz and Brad Schimek met and began the process of writing the Rules |                                  |



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and Policies for Mutual 53. The committee is using the Rules and Policies of another Mutual for the format and writing the Rules and Policies that are needed for Mutual 53. An update of the progress will be given at the April Board meeting.

- b. Landscaping
  - c. Building Maintenance
  - d. Architectural Review
  - e. Finance Committee
8. Old Business
- a. Policies and Procedures - Collection of Delinquent Assessments Policy  
The policy has been sent to all homeowners for review. Board to vote to approve and adopt policy.
  - b. Mutual 53 Lighting Project – The lighting sub- committee has purchased light bulbs at a better price than MOD could provide. The 3 members of the sub-committee are Brad Schimek, Tom Roberts, and Stephen Graham. Brad will update the status of the installation of the photocells.
  - c. Mailbox Replacement – Future Project Albert Oliver to provide update if any. Albert to report if he has any follow up information regarding the installation of new mailboxes by MOD at the request and expense of a unit owner.  
  
Board to discuss these installations.
  - d. Solar Installation by Simply Solar 4372 2B  
  
Attached is a report from Fiala Roofing regarding the damage to the roof caused by the Solar Installation by Simply Solar. Board to discuss and decide further action to repair damage.
  - e. New Roofing Project 2023



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Attached is a bid from Fiala Roofing for the last 2 buildings roof replacement. The cost is \$178,384. Additionally, there is a bid for the 2 buildings and all the remaining garages and carports. The cost for the garages and carports is \$183,224 – a \$2,500 discount if we do the total job at one time. Total job for buildings and garages and carports with discount is \$359,108. Board to vote.

- f. Inspections of Balconies and Walkways Civil code 555.1 Attached are 2 bids for the Inspections and Required Reports for compliance with the Civil Code. IDA Structural Engineering Not to Exceed \$5,400 and FWC \$12,480. Bids to be discussed at meeting.
9. New Business
  - a. Some Mutuals have Board Members sign the checks prepared by MOD Accounting. Mutual 53 currently has MOD personnel sign the checks. Board to discuss possibly changing the procedure to Board Members signing checks.
10. Managers' Report – Paul Donner
11. Announcements: Next scheduled meeting will be held on Friday, April 28<sup>th</sup>, 2023, at 2:00 pm in the Fairway at the Creekside Clubhouse.
12. Adjournment