

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, DECEMBER 16, 2020 AT 2:00PM
ZOOM MEETING

Call to Order

President Ford called the meeting to order at 2:00 pm.

Roll Call

Directors Present: Sonya Ford, President
Richard Pancoast, Vice President
Ron Schwartz, Treasurer
Ellen Russell, Secretary
Bruce MacLeod, Director

Committees: Sonya Ford, Landscape Maintenance
Richard Pancoast, Building Maintenance/Alterations
Trudi Garland, Hospitality - **absent**
John Mosher, Emergency Preparedness
David Vereeke, EVCS Committee & Solar
Tim Andrews, Recycling & Waste Champion

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Rebecca Pollon, Landscape Manager; and Kelly Maki, Board Services Coordinator

Approval of Meeting Minutes

President Ford asked if there were any additions or corrections to the following minutes:

Regular Meeting of the Board November 18, 2020

The Board made a motion to approve the November 18th minutes.

Moved, Seconded, Carried 5-0

Members Forum

Residents were afforded the opportunity to express their general concerns and make comments.

President's Report: Sonya Ford

President Ford reported on the November Presidents' Forum, topics included: MOD fee increases, insurance, and feral pigs.

Treasurer's Report: Ron Schwartz

DEC 2020--MUTUAL 48 TREASURER'S REPORT

	SEPT	OCT	NOV
operating fund balance	\$22,960	\$14,811 *	<2,026>
reserve fund balance	\$436,287	\$446,473	\$432,279

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* note: bad debt write off \$14,337

Petty Cash Fund: \$1019.32

items to watch:

INSURANCE YTD \$83,656; budget \$71,258

Water cost on budget-depending on Jan 2021 bill, allocated to 2020 budget. NOW budget/actual is even Telephone (2 phones) current cost \$230, **YTD COST \$7811**

Elevator Operating \$172, reserve \$0; IN reserve YTD at \$74,826

Expenses of interest

repaint of railings: \$25, 000 PAID from Reserve Fund

Terminate costs: YTD PAID from reserve fund \$10,770

clean gutters -Paid \$6500 current month, \$13351 cost YTD

copper pipe-3306: \$2840 in 2020/2021

SB 326--- \$67,000 budgeted in Reserve 2021 and 2022

review of legal items Spent YTD \$3554 operating, plus \$ in 2021=

RESERVE FUND

	\$ CURRENT <u>MONTH</u>	\$ YEAR TO DATE <hr style="width: 50%; margin: 0 auto;"/>	TOTAL YEAR <u>BUDGET</u>
REVENUE	13,827	156,396	165,562
EXPENSES			
bldg main	26,475	42,233	54,100
landscape	1,500	8,796	31,500
elevator	0	74,826	147,500
prof serv	46	504	550
TOTAL	28,021	126,360	233,650

UNDER BUDGET \$107,290 - YTD

A motion was made to certify that the Mutual is in compliance with §5500 by review of the November 30, 2020 Financial Report.

Moved, Seconded, Carried 5-0

Landscape Report: Sonya Ford

The Board discussed the pump house and loss of water pressure with Rebecca Pollon and

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David Vereeke. A motion was made to approve the purchase of a water pressure logger at a cost not to exceed \$600.

Moved, Seconded, Carried 5-0

Building Maintenance Report: Rick West & Richard Pancoast

Building Maintenance Manager Rick West gave the following report:

PENDING ITEMS: Proposals for Review or Approval

1. 3318 TG / 3324 TG Elevator Contracts - Waiting for new revisions for board approval. Elevator ERU Presentation scheduled for 12/15/20. (Presented for Board vote to sign new 5 - year Otis Elevator Contracts).

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. Five Star inspections of possible water leaks and wood damage under Buildings 3258 Item # 1C 3266 Item # 1D 3282 Item # 1D 3306 Item # 1C3 3324 Item # 1A 3324 Item # 1D 3340 Items # 1E 3266 Item # 2A 3324 Item # 1F. No wood damage other than old stains were found. (Five Star to send detailed report of findings).
2. 3306 PT Cooper Pipe and Ball House Replacement - Contractor: Five Star Cost \$2,840.00. (Project on hold until the Building Committee gives the ok to start).
3. 3324 PT - Concrete wood expansion Joint Tripping Hazards. Contractor: Five Star – Cost \$1,040.00. (Five Star scheduled to complete this work ASAP).
4. 3318 TG 4C / 4B Emergency Bathroom in wall line leak. Contractors: All Star Mold / Proterra / Five Star and MOD. (Project completed waiting for all invoices for final cost estimate).

Solar Committee

Dave Vereeke gave the following solar report:

The system communications and power converters have performed as expected during November. The chart below documents our annual power production from September 2017 through December 9, 2020.

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Annual M48 Solar Farm Production (Mwh) Summary						
	# panels	2017	2018	2019	2020	Lifetime Total by Building
3340 Ptarmigan	92			36.13	38.54	74.67
3306 Ptarmigan	120	13.07	52.78	53.28	51.97	171.11
3266 Ptarmigan	104	9.58	45.33	43.56	42.76	141.23
3258Ptarmigan	78	8.90	37.40	36.75	35.57	118.61
3250 Ptarmigan	48	5.17	25.66	24.50	23.85	79.18
Annual Total		36.72	161.16	194.21	192.70	
Lifetime Total						584.79
Total Panels	442					

Notes:
2020 column and lifetime reports are partial report since Dec is incomplete.

The fire season this year made a minor impact on overall production. Keep in mind that the December data is not complete as you review these numbers.

I spoke with Meaghan Mroz at SolarTech today (12/9/2020), and she said that Walnut Creek signed all necessary paperwork on 12/08/2020. All project fees are satisfied, and all permits are signed. SolarTech has begun procuring the equipment and will contact the new owners when the installation schedule is complete.

EVCS – Electric Vehicle Charge Station Committee

David Vereeke gave the following EVCS report:

Residents recorded only two (2) EV charging sessions during November. Users have been using trickle charging in their garages since power demand is so low. The equipment remains in good condition, and the charging dashboard reports daily.

Emergency Preparedness Committee

John Mosher reported he is delivering packets to new members.

Recycling and Waste Champion

Tim Andrews had no report to give this month.

Hospitality Report

There was no report to give this month.

New Business

Hospitality Chair: Trudi Garland has resigned as the Hospitality Chair. A motion was made to rename the committee to “Social Committee”.

Moved, Seconded, Carried 5-0

A motion was made to appoint Kathleen Stumpfel as the Social Committee Chair.

Moved, Seconded, Carried 5-0

2021 Director Election: The board discussed the timeline for the 2021 Director Election.

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Next Board Meeting

The next regular Meeting will be held on Wednesday, January 20, 2021 at 2:00 pm via Zoom.

Adjournment

President Ford adjourned the regular meeting at 3:09 p.m.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.



**Assistant Secretary
Mutual 48**