

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD WEDNESDAY, MARCH 15TH, 2023, AT 2:00PM ZOOM MEETING

Call to Order

President Ford called the meeting to order at 2:03 pm.

Roll Call

Directors: Sonya Ford, President
Richard Pancoast, Vice President
Rick Boyer, Secretary
Ron Schwartz, Treasurer

Directors Absent: David Bartlett, Director at Large.

Committees: Sonya Ford, Landscape Maintenance
Richard Pancoast, Building Maintenance/Alterations
John Mosher, Emergency Preparedness (*Absent*)
David Vereeke, EVCS Committee & Solar (*Absent*)
Tim Andrews, Recycling & Waster Champion
Alice Lowe, Social (*Absent*)

Also Present: Paul Donner, Mutual Operations Director and Rick West, Building Maintenance Manager.

Approval of Meeting Minutes

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

- a. Regular Board Meeting of February 15th, 2023

A motion was made to approve the aforementioned minutes with the following corrections:

Under Treasurers report:

A motion was that mutual 48 accept and pay the supplemental roof cleaning bill for \$900.00, that the bill be provided to the solar committee, and that the solar committee include this amount in the next bill to mutual 48 solar subscribers, to reimburse the mutual consistent with policy 23.
Moved, Seconded, Carried 5-0

Under Solar Report:

Four residents are interested in proceeding with solar phase 4. Since the solar provider requires a minimum of 5 participants, this phase has been tabled and is unlikely to proceed given the deadline for PG&E NEM3.0.

Moved, Seconded, Carried 4-0

Members Forum

No comments were made.

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Treasurer's Report: Ron Schwartz

January financial reports have not been received, so there was no Treasurer's report.
Received status report on CFO search.

Board discussed ongoing work to obtain cost by project. West will send a list of projects.

Landscape Report: Sonya Ford & John Tawastajerna

Ford reports rehab scheduled mid-April. Grass area on right side at entry to 19 is to be removed and planted with shrubs

Building Maintenance Report: Rick West & Richard Pancoast

Rick West presented the following report:

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. Asphalt Repairs and Sealcoat Project Entry 19 & 20 - Contractor: Black Diamond Paving.

Total cost of \$17,379.00.

Contract signed scheduled for 2023.

2. 64 Interior and 13 exterior Electrical Panel inspections. THG recommends conducting these inspections every 10 years. Contractors: KR Electric / Pure Electric Estimates were provided to the Board for consideration.

Pure Electric Estimate \$32,545.00 / KR Electric \$18,860.00

Project currently on hold.

3. SB326 Phase I - Raised Component Inspections scheduled for Summer 2022. Contractor FWC. Phase I 2022 Cost \$28,144.00 / Phase II 2023 Cost \$28,736.00. FWC will send a list of resident units that were not accessible.

These missed units will be rescheduled for 2023 inspection if not available.

FWC sent Phase I report. Reviewing for SOW to go out to bid early 2023.

4. 3318 PT 3A – In wall Drain Line Leak. Contractors: AMAC, Steamatic, MOD.

Clean up / Dry out / Put back Estimates presented to the Board.

MUTUAL RESPONSIBILITY, REPAIR DAMAGED FRAMING FROM LEAKING ABS PIPE, PER ENGINEER DRAWINGS

-REPAIR ALL ROTTED 2X4 FRAMING -SUPPLY AND INSTALL NEW SHEAR WALL - REMOVE AND REPLACE SOFFIT

-SUPPLY AND INSTALL NEW 2X4 FRAMING -SUPPLY AND INSTALL NEW INSULATION ON EXTERIOR

WALL AND PARTY WALL -SUPPLY AND INSTALL NEW 5/8" DRYWALL ON SOFFIT - SUPPLY AND INSTALL NEW

1/2" DRYWALL ON WALLS -TAPE, TOP, AND TEXTURE TO MATCH -PRIME AND PAINT WALLS AND CEILING

-FINAL CLEANING -DISPOSAL OF ALL TRASH AND DEBRIS AT LOCAL WASTE FACILITY

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-TOTAL COST 9,856.00

5. 3250 PT 1B - Replace three concrete stair stringers. Mutual has stair stringers but are 2in longer.

We would have to modify them by cutting an inch on both sides. Need to weld prep area and weld six "L" brackets then weld stringers to brackets. Paint touches up as needed.

Contractor: Five Star COST \$2,685.00

6. 3282 PT 1A -SET UP PLASTIC PROTECTION 125.00 -SUPPLY AND INSTALL NEW DRYWALL AND INSULATION WHERE REMOVED 295.00 -TAPE, TOP, AND TEXTURE DRYWALL TO MATCH 225.00 -SUPPLY AND INSTALL NEW BASEBOARDS WERE REMOVED 65.00 -PRIME AND PAINT TO MATCH 275.00 -FINAL CLEAN AND DISPOSAL OF ALL TRASH AND DEBRIS AT LOCAL WASTE FACILITY 165.00
Total Cost \$1,150.00

Otis to provide elevator emergency return inspections free annually. Asphalt work planned spring/summer depending on drying conditions.

Solar Committee

No report was given.

EVCS – Electric Vehicle Charge Station Committee

No report was given.

Emergency Preparedness Committee

No report was given.

Recycling and Waste Champion

Given the expense for waste disposal, Andrews will monitor bin use to see if any bins can be removed or moved from low to high use areas.

Social Report

No report was given.

Old Business:

- a. Review of Solar Policies: Review of draft new Solar Policy 29 for individually owned solar energy systems. Review of draft modifications to existing Solar Policy 23 for shared VNEM solar energy systems. Solar committee to make requested modifications for final review at a future M48 board meeting.

New Business

No new business

Next Board Meeting

There will be a ballot count meeting on Tuesday, April 18, 2023, in the MOD- Large Conference

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Room. The next scheduled meeting is the Annual Meeting of the Members on April 19, 2023, in the Clubroom at Creekside at 2PM. It will be followed by the Organizational meeting of the Board.

Adjournment

President Ford adjourned the regular meeting at 3:52 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.

Lucy Limon

**Assistant Secretary
Mutual 48**