

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, NOVEMBER 16th, 2022, AT 2:00PM
MOD – LARGE CONFERENCE ROOM
800 ROCKVIEW DR – WALNUT CREEK, CA 94595

Call to Order

President Ford called the meeting to order at 2:01 pm.

Roll Call

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

Directors Absent: Dave Vereeke, Secretary
David Bartlett, Director at Large

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

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager and John Tawaststjerna, Landscape Manager and Lucy Limon, Board Services Coordinator.

Approval of Meeting Minutes

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

- a. Regular Board Meeting of October 19th, 2022.
- b. Special Budget Meeting of October 21st, 2022.

A motion was made to approve the aforementioned minutes.

Moved, Seconded, Carried 3-0

Members Forum

No comments were made.

Treasurer's Report: Ron Schwartz

Ron Schwartz gave the following report:

NOV 2022 MUTUAL 48 TREASURER REPORT

Financial Report as of---09/30/2022

DEC JULY AUG SEPT

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Operating fund balance	\$45,125	\$131,364	\$140,950	\$139,640
Reserve fund balance	\$587,087	\$651,557	\$690,907	\$695,093

Petty Cash Fund: \$1,104.98
Investments (Reserve fund) \$200,773
Borrowed from Reserves: 00
Receivables-- \$7615.82

ACTUAL VS BUDGET

Operating Expense: YTD **Unfavorable** by \$1723
Water budget understated,

Reserve:
AUG (YTD spent \$45,892 Annual Budget \$146,980

EXPENSES OF INTEREST

-----WATER

Sept bill

Water elevation \$1373.61 (rate .93 per unit)

Drought surcharge \$768.04

1st part of year

Water elevation rate .86 per unit)

Drought surcharge 000

Aug Bill: Water Hydrant usage 748 gal (approx. \$30) (used for road construction)

--PG&E claims damage refund payment (allocated to "road repair", etc....): \$36,760

PG&E Damage Refund—Please assure all related repair bills are marked as "off-set to
PG&E funding" AND CODED TO 048-27005-10

Contracted, \$23,700 for road work-COMPLETED

---pending

gutter cleaning (11/1/2022) (cleaning drains)

resurface roadways

bill for deck inspection; report due for entry 19 decks

NOTES:

2023 budget completed, budget meeting held, new coupon amount issued (\$1340)

A motion was made to certify that the Mutual is in compliance with § 5500 by review of the
September 30th, 2022, Financial Report.

Moved, Seconded, Carried 3-0

Landscape Report: Sonya Ford & John Tawastajerna

Sonya reported that the private garden is finally being removed.

John T. briefly reported on the usage of Round-up throughout Rossmoor and the possibility of

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changing to something more eco-friendly.

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 but rescheduled for spring 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 list of resident units that were not accessible.

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

FWC to send Phase I - report of any issues found that need corrections.

4. **3258 PT Trash Enclosure hinge replacement on Gates. Contractor Eagle Iron.**

Cost \$1,500.00. Project Scheduled for completion as soon as materials arrive.

5. **3318 PT 3A – In wall Drain Line Leak due to Rodent activity.**

Contractors: AMAC, Steamatic , Pest Control.

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

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

No report was given.

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Social Report

The Holiday Wine and Hors D'oeuvres Social will be on Saturday, December 10. Party plans were discussed.

Old Business

No old business.

New Business

No new business.

Next Board Meeting

The next Board Meeting is scheduled for Wednesday, December 21st, 2022, in the MOD Large Conference Room.

Adjournment

President Ford adjourned the regular meeting at 3:05 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**