

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, SEPTEMBER 21st, 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 2:00 pm.

Roll Call

Directors:

Sonya Ford, President
Richard Pancoast, Vice President
Ron Schwartz, Treasurer
Dave Vereeke, Secretary

Directors Absent:

David Bartlett, Director at Large

Committees:

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

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

Approval of Meeting Minutes

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

- a. Regular Board Meeting of August 17th, 2022.

A motion was made to approve the aforementioned minutes.

Moved, Seconded, Carried 4-0

Members Forum

No comments were made.

Treasurer's Report: Ron Schwartz

Ron Schwartz gave the following report:

SEPT 2022 MUTUAL 48 TREASURER REPORT

Financial Report as of---07/31/2022

DEC APRIL MAY JUNE JULY

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Operating fund balance	\$45,125	\$79,874	\$83,902	\$105,655	\$131,364
Reserve fund balance	\$587,087	\$645,612	\$656,011	\$657,393	\$651,557

Petty Cash Fund: \$1,143.91
Investments (Reserve fund) \$200,231
Borrowed from Reserves: \$17,420
Receivables-- \$3410.82

ACTUAL VS BUDGET

Operating Expense: YTD **favorable** by \$30,915
Water budget incorrect

Reserve: YTD spent \$55,070 Annual Budget \$146,980

EXPENSES OF INTEREST

CC&R

PENDING INCOME

--Excess insurance commission allocation: \$10,388 -----applied in June
--GRF surplus refund to mutuals: \$25,181 --applied \$25,201 in July
--2021 MOD surplus to mutuals \$9,043.33
--PG&E claims damage refund payment (allocated to "road repair", etc...): \$36,760

NOTES:

All elevator expenses in operating (move \$8992 from Reserve) (not done for July)

PG&E Damage Refund—Please assure all related repair bills in 2022 are marked as "off-set to PG&E funding" AND CODED TO 048-27005-10

Collection—no action by board members, all collections through Accounting (SB 908 applies)

HOWEVER, a license is not required for routine assessment collection reminders. GRF may bill and receive payments in the normal course of business, which may include sending reminders for past due assessment amounts not seriously delinquent.

A motion was made to certify that the Mutual is in compliance with § 5500 by review of the July 31st, 2022, Financial Report.

Moved, Seconded, Carried 4-0

Landscape Report: Sonya Ford & John Tawastajerna

Sonya Ford reported that the fall rehab and tree work has been completed.

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Mr. Schwartz made a motion that no more grass is to be removed from E20 until grass is removed from E19.

Moved, Seconded, Carried 4-0

Building Maintenance Report: Rick West & Richard Pancoast

Rick West presented the following report:

INFORMATION ITEMS: Work scheduled, In Progress or Completed

1. Asphalt Sealcoat / Slurry Coat - Estimates presented to the Board for Discussion.

Entry 20 - 2022 Budget for Phase I –\$ 24,000.00

Entry 19 - 2023 Budget for Phase I –\$ 24,000.00

BDP Estimate to be ratified by the Board for the new total cost of \$17,379.00.

2. 64 Interior and 13 exterior Electrical Panel inspections.

Contractors: KR Electric / Pure Electric

Estimates to be provided to the Board for approval.

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

This matter is tabled until 2023.

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.

Entry 19 inspection was completed in September.

A motion was made to approve the roadwork by Silicon Valley Paving funded by the PG&E holding account for \$26,000.

Moved, Seconded, Carried 4-0

A motion was made to approve the seal coating contract with Black Diamond Paving in the amount of \$17,500.

Moved, Seconded, Carried 4-0

Solar Committee

No report was given.

EVCS – Electric Vehicle Charge Station Committee

No report was given.

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Emergency Preparedness Committee

No report was given.

Recycling and Waste Champion

No report was given.

Social Report

No report was given.

Old Business

- a. Power Outage Backup: Rick Boyer reported on some options for backup power. After discussion, it was decided the committee will investigate solar options and report back at a later date.

New Business

No new business.

Next Board Meeting

The next Board Meeting is scheduled for Wednesday, October 19th, 2022, via zoom. There will also be a Budget meeting for all members on October 21st, 2022, via zoom.

Adjournment

President Ford adjourned the regular meeting at 3:40 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**