



Walnut Creek Mutual Fifty (Mutual 50)

Buildings & Facilities Committee Meeting via Zoom: Friday, October 3, 2025, at 10:00AM

Join Zoom Meeting: <https://us02web.zoom.us/j/87494935398>

Meeting ID: 874 9493 5398

Audio Only: 669-900-9128

Agenda

- 1) **Call to Order and Roll Call of Members** – Rich
- 2) **Approval of Minutes:** Meeting held on September 5, 2025
- 3) **New Business**
 - A. Alteration application by 5357 #1A owners to build exterior staircase – Team
 - B. Fiala Roofing contract to clean gutters & downspouts and light roof maintenance - Rich
 1. 19 manor buildings, assigned garages, and 12 deeded garages
 2. In 2024, Fiala did not adequately clean 7 gutters/downspouts
 3. Fiala must remove downspout protectors before cleaning and then reinstall them
 - C. Any other alteration applications requiring committee or Board approval - Rich
- 4) **Old Business**
 - A. Electrical panel inspection to assess condition and future repair and/or replacement – Team
 1. KR Electric inspection of 3 main panels & 3 sub panels scheduled for September 29
 2. Price for inspections
 3. Target date for report and estimated repair/replacement timing & cost
 - B. Rehabilitation of 5313, 5325, 5333, and 5349 buildings – Rich
 1. Carpentry repairs are underway for 5313
 2. No issues have been reported.
 - C. Metal trash enclosure doors (painting not included in bids) – Rick
 1. Steel door designed by Isaac and George out for bid
 2. Next steps
 - D. Wire mesh installation & lattice repair or replacement – Rick/Jim
 1. 24/7 Builders to install mesh at 5413 #1A for \$750 & update bid for other installations
 2. 5413 #1A lattice panels go almost to the ground; can 24/7 extend mesh to the ground?
 - E. Dryer vent cleaning project – Rich
 1. As of September 15, there were 2 units that have not been cleaned by Bay Air Flow
 2. Bay Air Flow has contact information for one unit. Other unit is not occupied because of water damage; cleaning will be scheduled before contract expires on November 30.
 3. After vent cleaning has been completed, Property Management will check the roof vent caps of 10 upper-level units (including 5357 #3B) to confirm they have been cleaned.
 - D. Schedule for 24/7 Builders to plug gaps near foundation grade beams - Rick
- 5) **Announcements:** The next meeting is scheduled for November 7 at 10 am on Zoom.
- 6) **Adjournment**