

M50 Buildings and Facilities Committee Minutes
Friday, August 1, 2025, at 10:00 AM via Zoom

1) Call to Order and Roll Call of Members – Rich Johnstone

Committee Members Present: Doug Bettencourt, Rich Johnstone, Mark Strovink

Property Management Representatives Present: Jim Hayes, Rick West

M50 Resident: Suzanne Pouteau

2) There were no changes to the minutes for the meeting on July 3, 2025.

3) New Business

3A – Hose bibb and hose rack at the 12 garages

- a) Jim B & Rich J approved \$2,600 bid by Davis Plumbing to install hose bib & rack.
- b) Rick W will request Davis Plumbing to provide an installation schedule.

3B – Damaged wood door on Entry 24 trash enclosure

- a) **Action:** Rick W will obtain high-level estimates for two options from 24/7 Builders and at least one other contractor
 - 1. Rebuild wood door with a metal panel
 - 2. Replace wood door with a metal door
- b) The committee will evaluate the high-level estimates and decide on an option.
- c) **Action:** After a final bid is selected, Rick W will request the contractor for a sketch of the planned gate construction.

3C – Replace doors for other 7 trash enclosures?

- a) The committee will multiply by 7 the final cost for the Entry 24 trash enclosure door to determine the cost for replacing the remaining trash enclosure doors.
- b) The committee will recommend whether to replace the remaining doors.

3D – Foundation repairs on Entries 22-25

- a) 24/7 Builders submitted a \$20,900 bid for the repairs. The committee recommends this bid.
- b) **Action:** Rich J will request Board approval of this bid at the August 19 meeting.
- c) Instead of requesting a drawing of the repair method, the committee will use before and after photos of the repairs. Rick W has the photos.

3E – Bird nest prevention on manor buildings

- a) Mutuals using netting in the roof eaves have had unsatisfactory results.
- b) To prevent nest building, Rick W recommends installing sheet metal devices in the roof eave corners where nests have been.

M50 Buildings and Facilities Committee Minutes

Friday, August 1, 2025, at 10:00 AM via Zoom

- c) Devices would be installed over balconies/decks and eyebrow roofs to prevent bird messes on these surfaces.
- d) Property Management cannot disturb a nest between February 1 and September 15 unless the nest is empty and not being occupied.
- e) To date, Rich J has received requests for devices for three units: 5333 #2B, 5333 #3B, and 5545 #2B.
- f) **Action:** Rick W will obtain estimates for the installation of these devices.

3F –The committee had no concerns with these updates to governing documents regarding M50 responsibility for dryer vent cleaning:

- a) In CC&R 6.10, change the 2nd sentence to “Each owner shall be responsible for the repair and replacement of the dryer vent lines located inside the walls and attics; the Mutual shall be responsible for periodic cleaning of dryer vent lines.”
- b) In Policies & Procedures 18.1, change Item 5 below “The Owner pays directly for” to “Cleaning of HVAC ducts and fireplace flues.” (“vents” removed from sentence)

3G/H – Electrical panels in units

- a) Rick W advised the useful life of main electrical panels (in exterior utility closets) and sub electrical panels (in each unit) is 40 years. The mutuals that are currently replacing or planning to replace electrical panels are 40-50 years old.
- b) As the bids for construction of underground utilities were issued on 7/17/1987, the committee estimates the electrical panels will be 40 years old no sooner than 2027.
- c) The first step is to have an electrical contractor inspect each of the 22 main panels (16 buildings with 1 panel; 3 buildings with 2 panels) and a sample of the sub panels. The committee decided to inspect 3 sub panels: 1 each in a project A building (5401, 5413, 5501, 5513, 5521, 5533), a project B building (5201, 5213, 5301, 5313, 5325, 5333), and a project C building (5349, 5357, 5545, 5553, 5565, 5581, 5593). The inspector will recommend a time frame for each of the panel replacements; some panels may be in worse condition than others.
- d) **Action:** Rick W will contact KR Electric and Dellamar Electric regarding bids for the main and sub panel inspections.
- e) Replacement costs: Main panels are \$14,000-\$19,000/installed panel; sub panels are \$1,500-\$3,500/installed panel. If a new main panel does not fit in the exterior utility closet, a retrofit of each closet would cost approximately \$3,800.
- f) **Action:** Rich J will include electrical panel replacement costs in the August-September update of the M50 long-term forecast.

M50 Buildings and Facilities Committee Minutes
Friday, August 1, 2025, at 10:00 AM via Zoom

3I – Vehicle and golf cart charging at 20 carports

- a) Doug's understanding is each carport has a 20-amp circuit breaker for the outlets & lights. The circuit breaker is located on the main panel in the exterior utility closet of a nearby manor building. Carport electricity is charged to M50.
- b) Golf cart chargers should use 10 amps or less, and no more than 2 carts should be charged at the same time in the same carport. There is a potential fire risk if an overloaded circuit does not get tripped by the breaker.
- c) Based on Policies & Procedures section 34.3, outlets charged to M50 may never be used to power an Electric Vehicle Charging Station.
- d) **Action:** Rich J will observe which residents are currently charging golf carts in carports.
- e) **Action:** Rich J will draft instructions for golf cart owners regarding charging in carports. The committee will review this draft before it is sent to these owners.
- f) **Action:** For the B&F meeting on September 5, Rich J will include an agenda item to discuss Doug's recommendation to convert all carport outlets to GFCI (Ground Fault Circuit Interrupter).

3J/K – Vehicle and golf cart charging at resident garages

- a) Doug's understanding is each resident garage has a 15-amp circuit breaker for the outlets & lights. The circuit breaker is located on the sub panel in the unit.
- b) Doug recommends that 1) chargers not exceed 12 amps and 2) chargers should be plugged into GFCI outlets to protect against electric shocks and to deter electrical fires.
- c) Policies & Procedures section 34.0 documents the requirements for Power Sources for Electrical Automobiles.
- d) **Action:** Rich J will draft instructions for resident garages. The committee will review this draft before it is sent to residents.

3L – There were no alteration applications requiring M50 approval.

4) Old Business

4A – Wire mesh installation and deck lattice replacements for 5357-5593 buildings

- a) Rick W recommends a wire mesh estimate of \$3,000 for each under-deck installation.
- b) **Action:** Rich J will include the \$3,000 estimate in the August-September update of the M50 long-term forecast.

M50 Buildings and Facilities Committee Minutes
Friday, August 1, 2025, at 10:00 AM via Zoom

4B – Dryer vent cleaning

- a) As of July 25, dryer vents of 13 units have not been cleaned by Bay Air Flow. The residents of 12 of these units were requested to schedule an appointment.
- b) Resident of 5521 #3B declined cleaning because their vent was recently cleaned.
- c) 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.

4C – Rehabilitation of 5313, 5325, 5333, and 5349 buildings

- a) Spectrum and ACE are finalizing their painting bids.
- b) Two contractors have submitted deck recoating bids.
- c) Jim H is finalizing drawings that carpentry contractors will use as a basis for their bids. He is expecting carpentry bids by AMS, 24/7 Builders and ACE Enterprises to be submitted during August 11-15. Prior to the Board meeting on August 19, Jim expects to have the dates when each contractor would be ready to start.
- d) **Action:** At the Board meeting on August 19, Rich J expects to recommend which contractor bids should be approved by the Board.

4D – Misaligned bedroom/balcony door frame at 5581 #2B

- a) **Action:** Rick W is waiting for AMAC to provide a report explaining the cause of the misalignment problem: Why was the door frame not square?
- b) The corresponding door in the lower unit was not misaligned, indicating that this part of the building is not settling.

5) Announcements: The next meeting will be on Friday September 5, beginning at 10 am on Zoom.

6) Adjournment