

WALNUT CREEK MUTUAL NO. FORTY-EIGHT

REGULAR MEETING MINUTES OF THE BOARD
WEDNESDAY, MARCH 20, 2019 AT 2:00PM
MOD LARGE CONFERENCE ROOM
800 ROCKVIEW DRIVE, WALNUT CREEK, CA 94595

Call to Order

President Burch called the meeting to order at 2:00pm.

Roll Call

Directors Present: Robert Burch, President
Sonya Ford, Vice President
Henry Mei, Treasurer
Richard Pancoast, Director

Directors Absent: Ron Schwartz, Secretary

Committees: Sonya Ford, Landscape Maintenance
Sheafe Ewing, Building Maintenance - absent
Richard Pancoast, Alterations
Norm King, Solar
Trudi Garland, Hospitality - absent
John Mosher, Emergency Preparedness - absent
David Vereeke, EVCS Committee - absent

Also Present: Paul Donner, Mutual Operations Director; Rick West, Building Maintenance Manager; Kelly Mattison, Board Services Coordinator.

Approval of Meeting Minutes

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

Regular Meeting of the Board February 20, 2019

The minutes to the February 20, 2019 Board meeting were approved with a motion.

Moved, Seconded, Carried 4-0

Residents' Forum

A Resident's Forum was held for comments and questions from the membership. No comments were made.

Treasurer's Report: Henry Mei

The February 28, 2019 Financial Report was presented as follows:

- a) Operating: \$41,097
- b) Reserves: \$583,887

A motion was made to certify that the Mutual is on compliance with §5500.

Moved, Seconded, Carried 4-0

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Landscape Report: Sonya Ford

Sonya reported that next week rehab will take place for just plant replacement. The junipers at 3266 have been removed plant replacements will take place other rehab days that are available. 3 olive trees have been donated to the Mutual.

Building Maintenance Report: Rick West & Richard Pancoast

Building Maintenance Manager Rick West reported the following:

INFORMATION ITEMS: Work Scheduled, In Progress, or Completed

1. 3324 and 3318 Elevator Modernization technical and Safety upgrades - Contractor: Otis Elevator - Cost \$240,000.00 Plus \$40,000.00 Electrical upgrades by Muscio Electric. Budget \$280,000.00. (September 2 Schedule date). 6 weeks per elevator for work to be completed.
2. February Gutter cleaning - Contractor: Five Star - cost \$5,600.00 (Work Completed).
3. Posted Signage installation - (Work Completed).
4. Asphalt painted stop signs (Scheduled for spring).
5. Balcony Inspection and Re-caulking - Contractor: Jim Hogue - Cost \$ 5,580.00. (Scheduled for spring).

Richard Pancoast reported that the private deck gutters are not working properly. Gutter Guard may have a solution, they are too narrow, screens are being considered.

Gutter Guard test area did well over the rain season and quotes will be requested for all buildings.

Pricing for concrete pavers has been requested to address the rotted-out step at the rear of 3258 #1A.

Alterations Committee

No report was presented.

Solar Committee

Norm King reported that 4 months after completed work, they finally got approval to operate on 2/28/19. Everything seems to be working well. One inverter has been reset is now running fine.

Phase II has 2 definite owners signing up. This is the last year of the 30% tax credit. It is possible the panels for Phase II will go on top of 3274 or the garages of 3340.

Hospitality Committee

Ellen Russell reported for Trudi Garland. The committee is working on the condo stroll. They have 6 units who volunteered to open up their homes for viewing and are working on 2 more. They may get a taco truck for entry 19.

The summer picnic will be catered by Back Forty.

Emergency Preparedness Committee

No report was presented.

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EVCS – Electric Vehicle Charge Station Committee

Norm King reported on behalf of David Vereeke. The ongoing matter has been turned over to MCE for assistance. MCE is currently coordinating with PG&E.

New Business

PGE Fire Abatement Under Utility Lines: Richard Pancoast noted that PG&E has been onsite to mark many trees for removal that are under or near utility lines. He will be looking into this further and reporting back to the Board.

Presidents Forum

President Burch reported that Organic Composting was discussed at the last President's Forum and will be rolled out Mid-April.

Next Board Meeting

The next Meeting will be the Annual and Organizational Meeting followed by a Regular Meeting held on Wednesday, April 17, 2019 at 2:00pm in the Clubroom at Creekside.

Adjournment

President Burch adjourned the regular meeting at 2:53pm.

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.



**Assistant Secretary
Mutual 48**