

August President's Forum.

John Taster from Gallagher Insurance provided information regarding conditions that will affect the premiums for our 2020 blanket insurance costs. It is expected that the policy cost will increase by at least 15% which is equivalent to approximately \$7.40/manor/month. This increase is based on the deductible remaining at \$100,000 per loss which is recommended by our insurers.

- The primary reasons for the increase are:
 - The current insurance market is very unpredictable due to a series of catastrophic events nationwide since 2017 causing the list of underwriters to deteriorate.
 - Insurance costs increase as property values go up. Property insurance is the largest contributor to our insurance premiums. The total insured value for 2019 is \$1.3 billion.
 - Rossmoor has not had too many losses, but each incident was very expensive. Our track record averages to 1 multi-million-dollar loss every 18 months. This loss history factors into the underwriters' premiums.

Mutual 4 requested that Gallagher Insurance notify the Mutuals of any underwriter exceptions that will be included in the 2020 blanket policy that could impact Mutual Operating Rules.

- Mutual 68 notified the Presidents that Brightview Landscaping had gone public earlier this year which has caused their prices to increase. This cost escalation may result in other landscaping companies also increasing their monthly rates. Mr. Donner reported that this doesn't reflect all of the facts.
- Mutual 68 gave a presentation on their new website. Their Communication Committee provides data for the website, but an outside vendor hosts the site and performs the site maintenance. The setup cost was \$550 with an annual fee of \$500. Portions of the website are password protected so only Mutual residents can view the entire website.
- Paul Donner discussed the purpose for work order setup fees. These fees are used to pay the costs of MOD Billable personnel such as the Work Order Specialists. The current set-up fees are \$25 for work orders up to \$150 and 15% of the total estimated cost for jobs over \$150. Currently these work order fees do not cover all of the Work Order Administration costs, however excess revenue from re-sale and alteration permits are offsetting the costs.
- Recycle Smart and Republic will not add any new organic compost bins in Rossmoor until 2020. They are experiencing problems with the pickup service for the existing 379 bins. Republic drivers are missing a number of the bins each week because they are having difficulty locating the correct trash enclosures. Drivers will be placing identification numbers on the trash enclosures to improve the pick-up process. Collection days are still once a week, but the specific days may be changed by Republic over the next few weeks.
- The Presidents discussed issues associated with their organic compost bins and whether any Mutual was using a cleaning service. Mutual 4 shared the following information about hygiene and safety issues they are encountering:

- Most of their bins have such a strong smell that residents are not using them to avoid opening the lid.
- Maggots are present on all of the bins.
- The odor and debris on the lids of the bins are attracting bees and wasps causing some residents that have reactions to bee stings to leave their bags of landfill trash outside the trash enclosure.
- Vinegar is being sprayed in most of the bins to reduce the maggot population and discourage raccoons from pulling food stuffs out of the bins.
- Residents that don't use compostable bags or place organics in newspaper are dropping food debris and especially liquids on the trash enclosure concrete when emptying their compost buckets. The problem gets worse by the end of the week because residents are dumping their buckets as quickly as possible to avoid the smell and maggots falling off the lid of the bin.

Mutual 4 shared their positive experience using Nice Cans, Inc. to clean the compost bins each week. The other Mutuals requested information on the cleaning company.

- The Presidents discussed any issues encountered with electric vehicle charging. It was evident from the comments that some of the current Mutual EV policies may not be adequate or are out of date. Vicki Swisher offered to provide the Presidents with the materials from the Sustainable Rossmoor EV presentation that contained technical details on options for charging EVs in carports.
- Chris Preminger reported that the 2019 co-occupant recertification process was completed. Certification letters were sent to 723 co-occupants. 441 co-occupants provided proper documentation that permits their continued use of the GRF facilities. 140 co-occupants did not respond and 142 co-occupants were removed from the Mutual residents list by the manor owners since they no longer lived in the Mutual. Co-occupants must re-certify every 2 years unless they are spouses or significant others, in which case the certification lasts for 10 years. All new co-occupants must be certified at the time they register with Member Records.
- Molly Ayres has left Securitas to pursue another job opportunity. Dennis Bell will temporarily provide an interface between the Mutuals and Securitas until a replacement is named.
- The Emergency Response Plan draft is out for review by the GRF Board. The GRF Board is expected to discuss the plan at the October 8 Board meeting.
- The Fitness Center access control is having some problems. Since the vendor has not solved the problems to-date, GRF is not recommending expansion of the system to the golf pro shop at this time.
- The GRF budget increase for 2020 should be available to the Mutuals in early September 2019.

TECHNOLOGY AND PREVENTATIVE MAINTENANCE TASK FORCE

Ms. Swisher reported the following:

Last Month's Activities:

- Continued drainage program by clearing debris from catch basins and drain pipes and removing debris from wire mesh, as needed. The wire mesh installation has proven to be very successful and shows little degradation after more than one year.
- Continued research on alternatives to Duro-Last roofing material that may have a longer warranty period. Identified a contractor in Livermore interested in bidding on the installation of a 2-ply or 3-ply bitumen roof on 1401 Skycrest Drive. This building currently has a tar and gravel roof.
- Walked-down emergent dry rot work identified by MOD that was suggested to be added to the current replace/repair project.
- Continued to evaluate EBMUD water reports for Mutual 4 to identify evidence of major underground water leaks.
- Continued inspections of entries #10 through #17 Skycrest Drive for critical wood rot and painting issues.
- Started visual inspection of gutters on buildings in entries #10 through #17 Skycrest Drive to identify areas with major degradation. Researching potential new materials or techniques for repair/replacement.
- Performed various building and Common Area inspections to identify structural, landscape, and erosion issues. MOD was notified of any problems.
- Reviewed the list of components in the 2019 Helsing Reserve Study report to identify any errors or omissions. Provided results to MOD.
- Completed draft of solar policy and presented it to the Board for final review before submittal to Mutual residents for comments.
- Continued reviewing the Condominium Design Drawings located at MOD to identify drainage, irrigation, and structural details. MOD has granted permission for Mutual 4 to scan the drawings since none are currently in the MOD electronic database. The Task Force is also in the process of obtaining electronic copies of the building drawings from City of Walnut Creek Building Division.

Activities Scheduled for Next Month:

- Continue ongoing activities listed above (drainage inspections, water reports, dry rot inspections, etc.).
- Working with MOD to complete final turnover of Mutual Modifications computer program.

Open Items:

- Water pressure and leak test procedure needs update prior to first test at the end of September.
- Preparation of electric vehicle policy (waiting for completion of carport electrical inspections by Sang Electric).

TASK FORCE ON PARKING

- Progress Report - None; Board requesting volunteer Chairperson
- Ms. Swisher reported that since we currently do not have a chairperson, she will provide the report. There are no outstanding issues.
- Since the Board Director previously designated as Chairperson is no longer on the Board, the Board is going to appoint another Chairperson at a future Board meeting. The Board is awaiting completion of the Task Force charter and operating guidelines before proceeding.

LANDSCAPE AND GROUNDS, FIRE CLEARANCE

Ms. Pollon read her report as follows:

LATE SUMMER LANDSCAPE REPORT

LAWN MAINTENANCE Mowing occurs weekly and lawns are edged on alternating weeks. As growth slows, mowing will slow to every other week.

WATER USE July and August are typically your highest water consumption months. As day lengths shorten into the fall water use should go down, even if temperatures remain warm.

ENTRY MAINTENANCE Entry maintenance crews are performing late-summer pruning tasks including tip pruning shrubs and hard pruning Catmints and Daisies. As the leaves begin to fall, they will focus all their attention to keeping pathways clear of leaves.

RESIDENT REQUESTS

If you have landscape *maintenance* requests (pruning or irrigation), please direct them to the MOD work order desk. If you have landscape *improvement* requests please contact your mutual landscape representative.

WORK ORDER DESK

By phone: **988-7650**

By email: **WORKORDER@ROSSMOOR.COM**

LANDSCAPE REHAB REPORT

Annual Budget \$63,000

Remaining budget is ~ \$40,000

MOD WORK DAYS

REMAINING DAYS 15

Fall work is tentatively scheduled for late November to early December. While concrete plans have not been made, preliminary plans are to remove juniper within defensible spaces throughout the mutual and install cobble next to buildings where soil was removed (where possible). Costs TBD.

PROJECTS AND ENTRY REHABS

1605-1609 Skycrest-COMplete

1605 #18	\$4,400
1609 #19	\$2,155
1609 #20	\$4,530
1609 #19 Cypress removal	\$450
Total	\$11,535

Skycrest entries 1 and 3-POSTPONED UNTIL 2020

Are on the schedule for entry rehabs this calendar year. However, due to fire concerns I think we should postpone the schedule for a year and work on juniper removal projects within the defensible space (30' of buildings). If the board would like I can create a plan and get prices.

ENTRY MULCHING

COMPLETE- 120 cubic yards of composted mulch has been installed with the exception of entries 1 and 3 because they are scheduled to be rehabbed in the next year to two. The total came out to approximately \$10,000, \$2,000 under budget.

TREE REPORT

Annual Budget \$35,000
Remaining Budget is ~ \$8,000

Three trees have been removed this year and a variety of branch removals. The removal of several crowded trees between 1109 and 1133 will be removed in the coming weeks. \$3,580

No tree removal permits are pending.

Annual tree maintenance bids have been requested from Waraner

IRRIGATION REPORT

Annual Budget \$8,000
Remaining Budget ~7,200

There are 11 irrigation controllers left that are older than 10 years old and should be replaced. To replace all 11 would cost \$27,500 so we should wait until the end of the year and see what budget funds are remaining and replace as many as possible.

FIRE ABATEMENT REPORT

Annual Budget \$1,200
Remaining Budget ~0

Fire abatement work of all grasses is complete including the additional 50'.

Tree fire abatement to the 2nd v-ditch between entries 13 and 16 was approved but I do not believe has been completed as of now. \$3,600

The Board has decided to continue with the regular Terra contract. We will discuss the reason for not selecting the organic option under New Business.

Mr. Schartz moved to approve the Terra Landscape contract for next year at a cost of \$10,142 per month totaling \$121,704. Ms. Perrich seconded and the motion carried without dissent.

The Board would like MOD to obtain a cost from Terra to remove the wood and reinforce the moss rock retaining wall behind 1601 Skycrest Drive #1. Also obtain a price to connect the downspout to the left of the front door to an underground drain that runs to the v-ditch behind the building.

BUILDING MAINTENANCE REPORT

Mr. West reported the following:

INFORMATION ITEMS: Work in progress or completed.

1. 2019 Phase I Balcony Repairs – Contractor: MOD – Estimated cost \$41,000.00
2019 Deck / Balcony repair Budget \$81,700.00. (Work in Progress).
\$27,510 to date
2. 2019 Phase I Dry Rot Repair Project - Entries 1 thru 9 - This includes 19 buildings and 14 carports.
Contractor: MOD – Total estimated cost \$ 150,000.00. including Material and Labor.
General Building Repair Budget for 2019 is \$182,600.00.
Additional Change orders for #1217 added flashing cost \$1,260.00 and additional smart paneling on carport #1805 - cost \$2668.00 (Work in Progress).
Spent \$136,662 YTD
3. Replacement of Trash enclosure doors in entry #1 – Contractor: Five Star - 2 new PVC Vinyl Doors –
(Work Completed).
4. Interior and Exterior Electrical Panel and outlet Inspections - Contractor: Sang Electric –
Sang to install GFCI outlets in carports as needed. (Exterior Inspections in Progress).
75% completed – carports (Interiors done by the end-of-the-year)
5. Installing new Main Line Galv. to Copper piping on seven G – 11 Buildings.
Contractor: Davis Plumbing – Cost \$87,634.00.
(Work scheduled). Will start within next 2 weeks.

6. Curb Paint Entry 7 MOD cost \$426.57 (Work Completed).
7. 1149 SC # 4 – New Drainage System at back patio. Contractor: Five Star cost \$1,175.00.
(Work Scheduled).
8. 1309 SC – 88 SF. of Concrete walkway replacement and tripper grinding. Contractor; Five Star
Cost \$ 2,438.00 (Work Completed).

Ms. Swisher reported the following comments and questions:

- The change orders listed in the Building Maintenance report for dry rot repair were approved on September 9, 2019.
- The Board previously approved \$5000 for the exterior electrical panel and outlet inspections. This estimate did not include labor to rewire all of the outlets in the detached carports with new copper wires due to improper grounds, materials for the new wire pulls, and replacing all of the outlets with GFCI receptacles.

Ms. Perrich moved to approve an additional \$6,000 increase to Sang for the contract scope. Mr. Schwartz seconded and the motion carried without dissent.

- Has Davis Plumbing provided a start date for the re-piping of the main water line under seven of the G-11 buildings? We are very anxious to start this work because the Mutual has already started paying for interim replacement of angle stops and plumbing nipples for one resident because of the extremely poor water flow. Please verify that Davis Plumbing will start with 1509 Skycrest Drive followed by 1901 Skycrest Drive per previous emails to MOD.
- Why does MOD want the resident at 1133 Skycrest Drive #1 get their own contractor to repair the damaged grout in the master shower and then have the Mutual reimburse them? Even though all of the missing grout may not have resulted from the hammering during the dry rot repair, it will be very difficult to determine what percentage is attributable to the hammering. Please provide an estimate for this work.

Mr. West responded that MOD doesn't have tile workers. It is easier for the resident to get a tile contractor and the Mutual will reimburse the resident. Ms. Swisher stated that she will send an email to the resident

- Per emails from MOD, I have requested a telephone conversation with the Helsing representative to resolve his comments and questions associated with the Board's revised list of components in the Helsing report. Following that conversation, I will respond by email to Helsing with our agreed resolution and cc MOD for their records. 15% - 20% of components were missing from the study.
- Ms. Swisher completed the review of the Open Work Order Report issued through July 31, 2019. The report has 57 open work orders listed. Some of these work orders may need to be closed or deleted. Whom do you want me to meet with at

MOD to resolve this issue? Ms. Swisher was advised she should speak to Chris Preminger.

Composting bins were discussed. Ms. Swisher reported that the Mutual must accept the bins, but the Mutual does not have to use them. More will be discussed under New Business.

ARCHITECTURAL CONTROL AND ALTERATIONS; COMPLIANCE

Ms. Swisher reported the following:

- Alterations Updates - Resident alteration requests covering the period 03/31/2019 to 8/31/2019 include:
 - 17 alterations were approved by the Board and are in progress
 - 4 alterations required clarification by the Board before approval.
 - 23 alterations were completed.
 - The Alteration Committee appreciates manor owners discussing upcoming large remodels with the Committee before finalizing design changes and obtaining an Alteration Permit. This helps to streamline the process.
- Compliance Updates
 - No compliance issues were identified in any of the above approved alterations. However, the Committee met with Chris Preminger to determine whether special agreements required by the Board for approval of an alteration and signed by the manor owner can be attached to the Access Alteration database to ensure they are included in future Alteration meetings with new buyers. The conclusion was there is no ability in the current Access database to attach external documents. The Committee is going to set up a meeting with Theresa Molina, Administrative Manager, to determine potential options. Mr. Donner advised Ms. Swisher to check with Bill Parsons.

EMERGENCY PREPAREDNESS COMMITTEE

Steve Adza reported there was a Red Cross presentation at the last EPO meeting on September 9, 2019. The Preparedness Faire will be held on September 28 at Hillside from 9-1 p.m. Fault maps will be on display.

The next CERT meeting in on September 17, 2019. There is no change in status of operators for FRS. There is some talk of reestablishing the Fire Task Force.

Mr. Adza is requesting maps that show the water shut-off valves.

COMMUNICATIONS COMMITTEE

Mr. Brown reported that he is looking for ideas for the newsletter. He asked for a copy of resident issues from the Annual Meeting. Anne Paone will send that to him. October 14th is the due date to send articles to him.

Mr. Brown reported that he has some information for the Board regarding the website. He needs to discuss how the website should be organized. Ms. Swisher asked him to speak to Dwight Walker of Mutual 68 regarding legal issues as they pertain to the website.

POLICY COMMITTEE

Since the previous Chairperson has stepped down, Ms. Swisher provided the report on behalf of the Committee:

- There are still open items regarding golfport usage, rent, and ownership. This is still being researched to update the Mutual Policy.
- The Committee was approached by a resident of Mutual 2 regarding renting a golf cart stall below 2128 Tice Creek to park his golf cart. The Mutual 2 resident was notified that the stall was Mutual 4 Common Area and could not be rented by residents of another Mutual since they were not under the jurisdiction of Mutual 4 governance.
- According to Tess Haskett, MOD Assistant Controller, the Mutual 4 policy on fines needs to be updated to be in compliance with Davis-Stirling. This remains an open item.
- The Board plans to appoint a new Chairperson to the Policy committee and is requesting Mutual members to volunteer for this Committee.

OFFICERS REPORTS

1. President: Ms. Swisher reported that she would like to use the President's report as the mechanism for listing any work orders or invoices between \$500 and \$5000 that were signed during the past 2 months by her per the requirements of the Board to ensure financial disclosure in the meeting minutes. These include:

- Five Star Painting for \$1,250 to replace 50 sq. ft. of concrete in front of 1501 Skycrest Drive to repair tripping hazard.
- Steve Adza for \$175.00 for miscellaneous July expenses.
- California Printing for \$823.41 for publishing and mailing the Annual Meeting notification.
- MOD for \$280.00 to power wash and paint the outer entryway at 2100 Skycrest Drive #5 and #7 following removal of old outdoor carpet.
- Five Star Painting for \$4,975 to repair damaged interior ceiling and walls at 1401 Skycrest Drive #3 due to a roof leak.
- MOD for \$4,079.30 for a change order to replace 8 additional exterior panels on building 1309 Skycrest Drive as part of the dry rot repair/replacement project.
- Five Star Painting for \$4,250 to remove and replace portions of interior ceiling and walls at 2144 Tice Creek Drive #2 due to provide plumber with access to replace leaking domestic water line.
- Five Star Painting for an estimated cost of \$3,000 to replace a leaking domestic water line at 2144 Tice Creek Drive #2.
- Five Star Painting for \$1,175 to replace a leaking channel drain adjacent to the rear patio of 1149 Skycrest Drive #4.
- Steve Adza for \$175.00 for miscellaneous August expenses.
- Sheldon Schwartz for \$134.29 for writing pads and pens distributed to residents at the Annual Meeting.

- Lane Dubroff for \$135.27 for organic compost bin liners used during the initial installation of the organic compost bins to determine best method to maintain bin cleanliness.
 - MOD for \$3,948 for a change order to replace 11 additional exterior panels on carport 1805 Skycrest Drive and install flashing under balconies with drip edge as part of the dry rot repair/replacement project.
 - The Board has almost completed the 2020 budgeting process. Our next meeting is to review the 2020 Helsing Report for changes required to the Reserve budget. The final budget meeting with MOD will be in early October. Details regarding both Operating and Reserve budget will be discussed. The Mutual 4 Annual Budgeting guideline developed by the Board in 2018 will be used in the final meeting to ensure consistency and completeness in the overall process.
2. Vice President: No report.
3. Treasurer: Ms. Perrich gave the Treasurer's report. Based on the Financial Report, as of 7/31/2019, the YTD Reserve Fund ending balance is \$1,574,340 and the YTD Mutual Operating Fund balance is \$77,198. The Reserve Fund shows a deficiency of revenue over expenses of \$3,585 for the month of July and excess of the YTD of \$22,699. The Operating Fund shows a deficiency of revenue over expenses of \$10,020 for the month of July and an excess of \$12,890 for the YTD. During July, we had expenditures in Landscape Maintenance, Custodial Services, Insurance, Utilities and Other General and Administration that were higher than budgeted. Expenditures in Building Maintenance and Public Works, and Professional Services were lower than budgeted. Insurance and Utilities are expected to cause deficiencies in revenue over expenses and are being taken into account in the 2020 budget.
- Based on the new Davis/Stirling requirement that the Board perform a monthly review of the HOA financials, Ms. Swisher asked for a motion to certify the Board's compliance with Civil Code Section 5500.
- Mr. Schwartz moved to certify the Board's compliance with Civil Code Section 5500. Ms. Perrich seconded and the motion carried without dissent.*
4. Secretary: No report.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Solar Policy

- The Board of Directors, with the assistance of the Policy Committee and Mutual attorneys, prepared a new Mutual 4 Policy 1.9 to establish a set of operating rules for the implementation and maintenance of solar energy systems for electric generation. The policy was mailed to residents for comment on September 5, 2019. Davis-Stirling requires that residents have 28 days to provide the Board with comments. The Board of Directors intends to adopt the enclosed policy at a special open Board Meeting that will be held on Monday, October 7, 2019 at 8:00 a.m. in the Board Room. All Members are encouraged to attend the meeting to discuss previously written comments or voice additional comments concerning the proposed new Policy. The Board

will consider all Member comments before voting on adoption of new Policy 1.9, Solar Energy System for Electric Generation.

B. Organic Compost Bin Cleaning Service

- The Board hired Nice Cans Inc. to clean the seven organic compost bins every week during the warmest six months of the year and every other week during the cooler six months. The cost is \$7.00 per bin per visit. Signs have been posted reminding residents to not throw anything in the bins after the bin is emptied and 7 PM in the evening that same day to ensure the bins are empty when Nice Cans arrives. All of the bins are emptied on Fridays except Tice Creek entry A which is emptied on Thursday. Republic has started to issue fines when they identify improper materials in the compost bins.

C. Roundup Usage

- The Board met with Rebecca Pollon to discuss the pros and cons of using Roundup for weed control. The following information was provided:
 - Roundup is primarily sprayed on weeds emerging from sidewalk cracks and in shrub beds. No Roundup is applied to lawns.
 - Blue dye is added to the herbicide to identify where it has been applied. It takes only a few minutes for the herbicide to dry. Roundup has a very low volatility so it is unlikely a resident would inhale any of the herbicide.
 - Organic weed control has not been very successful in Mutual 8. It must be applied 3 times more often than a herbicide and only kills the tops of the weed, not the root.
 - Organic weed control products such as Weed Zap rely on a combination of ground clove and cinnamon to kill the weeds. These products have a high volatility, can irritate the nose and throat, and little is known about their long-term effects on users, as well as residents, from inhaling ground clove and cinnamon particles over a number of years.
 - Hand-pulling weeds is very ineffective since it seldom removes the roots and is 10% - 30% more expensive.
 - Two other methods of weed control are the use of fire and steam. Burning the weeds is unacceptable due to fire danger. Steam is relatively impractical due to the type of equipment that would be needed to support open areas in Rossmoor.

The Board considered all of the information provided by Rebecca and concluded the following:

- Roundup has minimal impact to residents and pets due to the low volatility and quick drying.
- Some wildlife such as squirrels and birds may be negatively impacted due to ingestion of the herbicide.
- There is a danger that the lack of removal of weed in sidewalks creates an imminent tripping hazard to residents.
- There are no long-term studies on the effects of organic weed control to human health, particularly individuals with asthma or allergies.

Mr. Schwartz moved to continue the current limited use of Roundup for the immediate future. Ms. Perrich seconded and the motion carried without dissent.

D. Mutual Lien

- As a result of actions taken in Executive Session, the Board requested that our Collections agent send notification to a manor owner regarding required payment of a large past due and our intent to place a lien on the property. Since no resolution has been reached over a 30-day period, the Board needs to record an assessment lien. In accordance with Civil Code 5673, the Board must vote on the recording the lien in open session and the results entered into the meeting minutes.

Mr. Schwartz moved to immediately record an assessment lien on the property identified as APN 189-280-018 for the amount currently in the Aged Receivables and to increase in the amount of the monthly coupon until the property is sold or the owner makes restitution. Ms. Perrich seconded and the motion carried without dissent.

ANNOUNCEMENT

The next meeting is the Regular Meeting scheduled for Monday, October 21, 2019 at 1:30 p.m. in the Board Room at Gateway.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:31 p.m.



Anne Paone, Assistant Secretary
Fourth Walnut Creek Mutual

***The Board of Directors met in executive session on July 10, 2019 at 1:10 p.m. to discuss the following:

1. Contracts – Contracts were discussed
2. Member Compliance – Work on Carport, owner to be invoiced by MOD
3. Payment Plans – Discussion of aged receivables, Lien discussed for open session

Having no further business, the executive session adjourned at 2:15 p.m.

***The Board of Directors met in executive session on July 15, 2019 at 3:20 p.m. to discuss the following:

1. Legal – Lease Agreement presented
2. Member Compliance – Member has issue regarding work on carport, invoice not submitted yet for stall #3

Having no further business, the executive session adjourned at 4:30 p.m.

***The Board of Directors met in executive session on August 14, 2019 at 1:00 p.m. to discuss the following:

1. Legal – Request for VA loan qualifications for the Mutual
2. Contracts – Company to clean trash bins, solar panels - review
3. Member Compliance – No billing submitted for carport \$3 work; tree pruning-trees are on GRF property; barking dog-needs follow-up; request for lantern-approved with stipulations

Having no further business, the executive session adjourned at 2:15 p.m.