

Current issues are 1) the Management Agreement and the liability indemnification 26 between GRF and the Mutuals; and 2) working with Joel Lesser and the Mutuals Treasurers group to improve accounting services.

Oct 25 Presidents' Forum – Take away for M50

- Working Group Meeting Notes (attached), Only M28 is currently the only Mutual charging late fees on “short” coupon payments. Joel is recommending a standardized process for all Mutuals, which will comply with Davis-Sterling Section 5650.
- Accounting will produce an Accounting Services Guide (ASG) the Mutuals, but for the Treasurers in particular.
- Mutual 39 has a detailed matrix on their website of maintenance responsibilities.
- There is interest in changing the “tabs” on the Mutuals’ website. The only requirement is that it will apply to all the Mutuals. Anne Peterson, website coordinator, will provide options for the groups’ consideration.
- Several comments re: savings identified in Republic’s invoice. One mutual has a small group of residents reviewing all their invoices and has identified approximately \$10,000 in errors.
- Keystroke errors can significantly change the amount of work orders.
- Turnover has been very high in Accounting, but Joel and Tess are committed to working with the Treasurers for improved customer service.
- Paul Donner gave a report on storm, and the mobilization of all the field crew.

Secretarial Report

Joan Schwanz reported on the schedule for committee meetings – schedule is as follows:

- First Friday of the month – Governing Docs
- Second Friday of the month – Buildings and Facilities
- Third Friday of the month – Landscape
- Fourth Friday of the month – Financial

Treasurers Report

Rich Johnstone gave the following report:

Operating Fund

- 1) Used for routine payments, such as building and landscape maintenance, insurance, utilities, and professional services.
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- 2) As of August 31, total Operating expenses are 65% of the 2021 budget.
- 3) The EBMUD bill for July-August was approximately \$1,000 higher than for July-August 2020. This is likely the result of two broken sprinkler pipes between Entry 25 and the golf course that leaked for approximately one week.

Reserve Fund

- 1) Used mainly to pay for capital improvements in the current year and to fund capital improvements in future years
- 2) As of August 31, total Reserve expenses are 28% of the 2021 budget. However, we have not yet paid the invoice of approximately \$49,000 for August paving of Entry 24 and a portion of Entry 23.

Bank Accounts

- 1) Mutual 50 has two checking accounts at City National Bank: One for Operating funds and the other for Reserve funds. As of August 31, the combined balance of these two accounts is approximately \$280,000 (down from \$340,000 on July 31), which is \$30,000 over the \$250,000 limit for FDIC-insured funds at one bank.
- 2) The GRF Assistant Controller has been requested to transfer approximately \$300,000 on deposit with City National Securities to the City National Bank Deposit Sweep program to ensure these Mutual 50 funds are covered by FDIC insurance. The request was made on September 30, and we are waiting for a confirmation of the requested changes.

Committee Reports

Buildings and Facilities

- 1) The Committee requests that we defer consideration of the authorization for funds for a roof assessment to allow the committee to get additional information on the terms and conditions of the proposed contract and qualifications of the consultant. We have some questions we need to go over with the MOD
- 2) The committee requests Board approval to spend \$1,200 to test whether 5-watt LED lights would provide adequate lighting for exterior lights. The committee would purchase 5 different LED fixtures @ \$150 and install them at \$75 per hour.

The Board made a motion to approve the installation of LED lights.

Moved, Seconded, Carried 5-0

3) The Board made a motion to appoint Mark Strovink to the Building and Facilities committee.

Moved, Seconded, Carried 5-0

Landscape -

Joan Schwanz gave the following report:

The committee, including 6 Homeowners, met with Kevin Jackson of Terra Landscapers Fri. Oct. 15 for a walk around meeting to discuss fall plantings. Kevin advised us the current severe drought is not expected to lessen any time soon (even with the occasional heavy rain such as last week), and he expects a 50% water restriction to landscaping before it is over. With this in mind, the Committee decided to only plant the most ESSENTIAL landscaping this fall. Kevin Jackson advised us those oleanders are the most drought resistant plants. Ground cover requires quite a bit more water, so we excluded even that.

The Committee anticipates that by the end of 2021 there will be approximately \$8000 for rehab and \$3000 for trees left over in reserves because of this hold on new plantings, even taking into account the \$13,500 this year spent on mutual wide mulch for tree preservation.

The Committee decided it would:

- Spend \$3670 at Entry 22, for an oleanders hedge to replace removed Junipers, providing essential visual and sound barriers.
 - Spend \$2200 to continue work started in 2020 behind 3 Black Pine Hedges (5357 and 2 along entry 25), providing essential visual privacy to Homeowners bedrooms from the street.
 - Have MOD replace, free of charge, approximately 10 bushes and plants at a manor on entry 25 lost after a year. After discussions with Terra and MOD, the shade and water requirements and plant selection processes have been modified.
 - Follow the current M50 guidelines for new removals or plantings: (plants must be 90% dead before they are removed, there must be a 4 ft x 4 ft space to accommodate new plantings, there must be existing irrigation for new plants , new plants must be considered essential, and they must be on the M50 plant palette.)
 - Remove a 90% dead French Lavender plant from entry 23 that had aged out
 - Continue to provide extra water to 1 year old Red Maple trees at the end of entry 23
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- have a Mutual wide Terra Landscape cleanup of trash, and removal of 90% dead plants. Trimmings are to be removed.
- Continue removing the 10-remaining large, diseased ,35-year-old Pine trees beside manors, installed by the builder. Last week 9 large trees fell down over the golf course in the storms indicating the danger to buildings and life these trees pose.
- Accepted and passed the application from a Homeowner for a Private Garden (with the statement from her that she is aware of and will abide by the CCRS and P&P private garden requirements).

The following individual requests were placed on hold on our Homeowners request list:

- plants to obscure a deer trail in groundcover
- Sunset gold bushes to replace a 25% dead 15 yr. old hedge which is aging out
- Many plants only 50% dead due to drought and age.
- Replacement trees for large Pine trees being removed, for the duration of the severe drought.

The next meeting, Friday, Nov 19 at 10 AM will be in person with Waraner Tree Service and Rebecca Pollon of MOD to discuss the possibilities for replacements of the 13 large Pine trees being removed (when the drought is over). We will also show Mr. Waraner dead trees that need to be removed now, and the annual tree trimming for fire fuel reduction he provides for M50 in Dec. All Homeowners are welcome, but it's quite a long walk through the Mutual so come prepared.

Lastly, the Landscaping Committee is responsible for keeping an eye on the several wooden retaining walls in Mutual 50, which will gradually be replaced with stone walls as they fail. Last year, we used \$11,500 to replace the first failing wall at the end of entry 25 and everyone seems happy with the appearance- plus the erosion of the hill onto the road is being contained.

The next wall needing replacement is between manors 5501/5513. We asked Clayton Clark of MOD to assess it for us, and he thinks it can last 1-3 years, as long as it is carefully monitored for safety.

Terra Landscape anticipated the cost for replacement as \$5020, and we are putting aside \$2000/yr. in reserves for these walls, starting Jan 2022 -giving us a total of \$4,000 Jan 2023 and \$6,000 Jan 2024.

The Committee would like to propose the following:

“As we have not saved enough this year for the repair of the retaining wall between 5501/5513, the Committee suggests that the repair be deferred until 2023 or until the wall’s condition deteriorates”.

The Board made a motion to approve the above suggestion from the landscape committee.

Moved, Seconded, Carried 5-0.

Governing Documents -

The Board made a motion to appoint Toby Dicker to the Governing Documents committee.

Moved, Seconded, Carried 5-0.

Financial -

See Treasurer’s report.

New Business

A. 2022 Budget Approval:

A motion was made to approve the 2022 Budget as presented with a \$0 increase to the monthly coupon. Beginning on January 1, 2022, the monthly coupon will remain the same at \$975, per manor, per month.

Moved, Seconded, Carried 5-0

Members Forum

Residents were afforded the opportunity to express their general concerns and make comments.

There were none.

Announcements

The next scheduled meeting will take place on Tuesday, November 16th, 2021, at 10:00am via Zoom.

Adjournment to Executive Session

The Board Meeting adjourned at 11:04 AM.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Ballot Count meeting.

Lucy Limon

Assistant Secretary
Mutual 50

