



OPEN SESSION

MINUTES OF THE REGULAR OPEN MEETING OF THE THIRD LAGUNA HILLS MUTUAL BOARD OF DIRECTORS A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

**Tuesday, March 21, 2023 - 9:30 a.m.
Laguna Woods Village Community Center
Board Room/Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

Directors Present: Mark Laws, Jim Cook, Cris Prince, Jules Zalon, Ralph Engdahl, Donna Rane-Szostak, Andrew Ginocchio, Nathaniel Ira Lewis, Cush Bhada, S.K. Park, Moon Yun

Directors Absent: None

Staff Present: Siobhan Foster-CEO, Makayla Schwietert, Paul Nguyen, Robert Carroll, Eric Nunez, Bart Mejia, Carlos Rojas, Dan Yost, Randall Damron, Jacob Huanosto

Others Present: VMS – Director Wei-Ming Tao
GRF – None
United – None

1. Call meeting to order / Establish Quorum – President Laws, Chair

President Laws called the meeting to order at 9:30 a.m. and established that a quorum was present.

2. Pledge of Allegiance

Director Bhada led the Pledge of Allegiance.

- Director Bhada discussed Nowruz which is a New Year springtime festivity celebrated throughout Central Asia.

3. Approval of Agenda

President Laws asked for a motion to approve the agenda.

Director Rane-Szostak made a motion to approve the agenda. Director Lewis seconded.

Hearing no further changes or objections, the agenda was approved by consent.

4. Approval of Minutes

- a. February 21, 2023 – Regular Board Meeting**
- b. March 3, 2023 – Agenda Prep Meeting**

Director Prince made a motion to approve the minutes of February 21, 2023 – Regular Board Meeting. Director Zalon seconded.

Hearing no changes or objections, the February 21, 2023 – Regular Board Meeting minutes were approved by consent.

Director Lewis made a motion to approve the minutes of March 3, 2023 – Agenda Prep Meeting. Director Ginocchio seconded.

Hearing no changes or objections, the March 3, 2023 – Agenda Prep Meeting minutes were approved by consent.

5. Report of the Chair

President Laws commented on the following:

- Gave an update on Fannie Mae
- Proposed Update Standards for Washer and Dryers in 3 Story Buildings. Upon further discussion with members, this item is being sent back to the Architectural Control and Standards Committee.

6. Update from the VMS Board – Director Tao

VMS Director Tao provided an update from the last VMS Board Meeting with the following information:

- VMS Executive Committee
- Bright Ideas Program
- Strategic Plan Update
- Strategic Objectives
- Reporting of KPIs (Key Performance Indicators)
- Attract, Retain, and Develop Quality Staff
- Other Initiatives
- CSIP Implemented
- Union Contract

VMS Director Tao answered questions from the Board.

7. Open Forum (Three Minutes per Speaker)

- A member commented on getting a reimbursement for electricity usage for fans and humidifier
- A member commented on Solar Panels and Solar Bills
- A member commented on The Foundation of Laguna Woods Village

8. Responses to Open Forum Speakers

- Director Lewis commented on solar panels
- CEO Foster responded back to the member's reimbursement request

Director Moon Yun entered the meeting at 10:06 a.m.

9. Department Update: Landscape Services – Kurt Wiemann

Kurt Wiemann, Director of Landscape Services, provided a presentation discussing the following topics:

- Maintained Acreage
- Nine Work Centers
- Cycles Completion
- 2022 Total Buildings Mulch
- Water-Savings Landscape Projects
- Turf Reduction
- Urban Forest Management Plan Mapping the Steps Central Irrigation Control System
- Landscaping Services 2023 Initiatives

10. Fannie Mae / Lending Update (Oral Discussion) – Dan Yost

Dan Yost, Risk Manager, provided an update on Fannie Mae and lending in Third Mutual.

Mr. Yost answered questions from the Board.

A member commented on the item.

11. CEO Report

CEO Siobhan Foster reported on:

- Third Key Dates
- Ways Residents Can Control Costs
- Opt out of Paper Mailing
- Use dwellingLive®
- dwellingLive® Training Coming in April
- Automated Payments
- Total GRF Savings \$417,420
- Update on Driving Range Rehabilitation Closure

CEO Foster answered questions from the Board.

12. Consent Calendar - *All matters listed under the Consent Calendar were recommended for action by committees and were enacted by the Board by one motion. Items removed from the Consent Calendar by members of the Board were moved for further discussion and action by the Board.*

President Laws asked for a motion to approve the Consent Calendar as presented.

Director Lewis made a motion to approve the Consent Calendar. Director Rane-Szostak seconded the motion.

Hearing no changes or objections, the motion to approve the Consent Calendar was approved unanimously.

- a. Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual preliminary financials for the month of January 2023, and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code §5501.

b. Update Committee Appointments

RESOLUTION 03-23-21

Third Mutual Committee Appointments

RESOLVED, March 21, 2023, that the following persons are hereby appointed to serve on the committees and services of this Corporation.

RESOLVED FURTHER, that each committee chair may appoint additional members and advisors with interim approval by the President subject to the approval of the Board of Directors:

Finance Committee (meets every other month)

Donna Rane-Szostak, Chair

Mark Laws

Ralph Engdahl

Cris Prince

Cush Bhada

Jim Cook

Ira Lewis

Jules Zalon

Moon Yun

Andy Ginocchio

S.K. Park

Non-Voting Advisors: Wei-Ming Tao

Architectural Control and Standards Committee (meets monthly)

James Cook, Chair

Cush Bhada

Ralph Engdahl

Nathaniel Ira Lewis

Cris Prince

Andy Ginocchio, Alternate

Non-Voting Advisors: Mike Butler, Mike Plean, Lisa Mills

Landscape Committee (meets monthly)

Nathaniel Ira Lewis, Chair

Mark Laws

Jules Zalon
Ralph Engdahl
Donna Rane-Szostak
Cush Bhada, Alternate
Non-Voting Advisors: ~~Cindy Baker~~

Maintenance and Construction Committee (meets every other month)

Ralph Engdahl, Chair
James Cook
Mark Laws
Moon Yun
S.K. Park
Andy Ginocchio, Alternate
Non-voting Advisors: Judith Troutman, Peter Henschel

Executive Hearing Committee (meets monthly)

Mark Laws, Chair
Ralph Engdahl
Cris Prince
Donna Rane-Szostak, Alternate
Jim Cook, Alternate

Resident Policy and Compliance Committee (meets monthly)

Mark Laws, Chair
Cush Bhada
Jules Zalon
Cris Prince
Nathaniel Ira Lewis
Andy Ginocchio, Alternate
Non-Voting Advisors: Stuart Hack, Theresa Keegan

Water Conservation Committee (meets quarterly)

Donna Rane-Szostak, Chair
Cush Bhada
Jules Zalon
Nathaniel Ira Lewis
Non-Voting Advisor: Lee Goldstein

Garden Villa Recreation Room Subcommittee (meets thrice yearly)

Mark Laws, Chair
Donna Rane-Szostak
S.K. Park
Voting Advisors: Stuart Hack, ~~Sharon Molineri~~, Lynn Jarrett
Non-Voting Advisors: ~~Lynn Jarrett~~, Lorna Seung

RESOLVED FURTHER, that Resolution 03-23-19, adopted February 21, 2023, is hereby superseded and canceled; and,

RESOLVED FURTHER; that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

RESOLUTION 03-23-22

GRF Committee Appointments

RESOLVED, March 21, 2023, that in compliance with Article 7, Section 7.3 of the Golden Rain Foundation Bylaws, the following persons are hereby appointed to serve on the committees of the Golden Rain Foundation:

Community Activities Committee

Cush Bhada
Mark Laws
Jules Zalon, Alternate

GRF Finance Committee

Donna Rane-Szostak
Andy Ginocchio
Mark Laws, Alternate

GRF Landscape Committee

Jules Zalon
Nathaniel Ira Lewis
Andy Ginocchio, Alternate

GRF Maintenance and Construction Committee

Ralph Engdahl
Jim Cook
Andy Ginocchio, Alternate

Clubhouse Renovation Ad Hoc Committee

Ralph Engdahl
Andy Ginocchio
Moon Yun, Alternate

GRF Media and Communications Committee

Jim Cook
Cris Prince
Moon Yun, Alternate

Mobility and Vehicles Committee

Cush Bhada

Moon Yun
Jim Cook, Alternate

Security and Community Access Committee

S.K. Park
Donna Rane-Szostak, Alternate

Purchasing Ad Hoc Committee (new)

Donna Rane-Szostak
Andy Ginocchio
Ralph Engdahl, Alternate

Broadband Ad Hoc Committee

Cris Prince
Jim Cook

Disaster Preparedness

S.K. Park
Moon Yun
Donna Rane-Szostak, Alternate

Laguna Woods Village Traffic Hearings

Jules Zalon
S.K. Park, Alternate

IT Technology Advisory Committee (ITAC)

Mark Laws

Website Ad Hoc Committee

Mark Laws
Donna Rane-Szostak

Compliance Ad Hoc Committee

Mark Laws
Cris Prince

RESOLVED FURTHER, that Resolution 03-23-20, adopted February 21, 2023, is hereby superseded and canceled; and

RESOLVED FURTHER; that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

c. Recommendation from the Finance Committee – None

d. Recommendation from the Landscape Committee – None

- e. **Recommendation from the Architectural Control and Standards Committee – None**

13. Unfinished Business

- a. **Entertain a Motion to Approve the Revision to Architectural Standard 4: Air Conditioning Units/Heat Pumps (January initial notification – Revised February – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)**

RESOLUTION 03-23-23

**STANDARD 4:
AIR CONDITIONING UNITS/HEAT PUMPS**

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend Standards and create new Standards as necessary; and

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to revise Standard 4: Air Conditioning Units/Heat Pumps;

NOW THEREFORE BE IT RESOLVED, March 21, 2023, that the Board of Directors of this Corporation hereby adopts Standard 4: Air Conditioning Units/Heat Pumps as attached to the official meeting minutes; and

RESOLVED FURTHER, that Resolution 03-19-71 adopted July 16, 2019, is hereby superseded in its entirety and no longer in effect; and

RESOLVED FURTHER; that the officers and agents of this Corporation are hereby authorized, on behalf of the Corporation, to carry out this resolution as written.

Director Prince made a motion to approve Resolution 03-23-23. Director Lewis seconded.

Discussion ensued among the Board.

Director Lewis requested item 3.8 on page 18 of 22 change to read, “All exterior wiring, condensate, and coolant lines must be encased in a single, square **or rectangle** sheet metal two-piece chaseway painted to match the color of the wall to which it is attached”.

Hearing no further changes or objections, the motion was called to a vote and passed unanimously.

- b. **Entertain a Motion to Amend the Pet Policy (February initial notification - 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)**

RESOLUTION 03-23-24

THIRD LAGUNA HILLS MUTUAL PET POLICY

RESOLVED, that pursuant to the Bylaws, Article 2, Section 2.2.3, Third Laguna Hills Mutual (Third Mutual), has the power to adopt rules and regulations to carry out the purposes of this Corporation through its Board of Directors (Board) with regard to its Members.

RESOLVED FURTHER, on this day the Board hereby amends Third Mutual's Pet Policy (Policy) to include, but is not limited to the following:

I. Purpose

The purpose of this Policy is to set out the rules and regulations for the treatment and handling of pets within Third Mutual in accordance with the requirements of Third Mutual's including Bylaws, Amended and Restated Covenants, Conditions and Restrictions, and other governing documents (Governing Documents) and local, state and federal law.

II. Definitions

1. **Member** includes, for purposes of the Policy, Members, Owners, Qualifying Residents, Co-occupants, Tenants, and their Guests.
2. **Ordinance** refers to the Code of Ordinance City of Laguna Woods, California.
3. **Pet** means any domesticated bird, cat, dog, or aquatic animal kept within an aquarium. The Policy shall not prohibit a Member from continuing to keep any pet that the Member currently keeps in the Member's separate interest if the pet otherwise conforms with the previous rules or relating to pets.
4. **Vicious animal** means:
 - a. Any dog, which, twice within a 12-month period, has physically harmed, bitten, attacked, or otherwise caused injury to a person engaged in lawful activity, without provocation; or
 - b. Any dog that when unprovoked inflicts bites or attacks a human being or domestic animal; or
 - c. Any dog with a known propensity, tendency, or disposition to attack unprovoked, to cause injury or to otherwise endanger the safety of human beings or domestic animals; or
 - d. Any dog which engages in or is found to have been trained to engage in, exhibitions of dog fighting; or
 - e. Any dog at large found to attack, menace, chase, display threatening or

aggressive behavior or otherwise threaten or endanger the safety of any domestic animal or person.

III. Responsibilities

1. Number of Pets Permitted.

- a. A maximum combination of three cats and dogs, no more than two of which can be dogs, are permitted in any dwelling unit within Third Mutual.
- b. Animals being fostered as a part of a not-for-profit organization/agency program shall not be included for the purpose of determining the number of animals in a dwelling unit. The foster program shall be registered with the City of Laguna Woods and an individual animal in the dwelling unit shall be fostered for a period of no more than six months. ~~In no event shall the total number of Pets fostered and Pets owned exceed the number of Pets permitted in Section III.1.a above.~~
- c. If pets are brought in before the adoption of this Policy, the pets are automatically grandfathered and can remain.

2. Vaccination and License.

- a. Dogs four months of age or older shall be currently vaccinated for rabies and licensed in accordance with the regulations of the County of Orange and the City of Laguna Woods. Such dogs shall have attached to its collar current numbered metal tag as evidence of its license. (Ordinance § 5.04.010 and 5.04.030, as may be amended.).
- b. Cats over four months of age may be registered at the owner's discretion with the City of Laguna Woods in the same manner in which dogs are registered, and for the same fee. Cats must have a current rabies vaccination valid for the entire one-year registration period.

3. Care and Control.

- a. No Member owning or having charge of any dog shall permit the same to run at large within any real property owned or managed by Third Mutual, except as otherwise provided in these rules and regulations, unless such dog is restrained by a substantial leash not to exceed six (6) feet in length and is in the charge of a Member competent to restrain such dog. Retractable leashes exceeding six (6) feet are not permitted in Third Mutual.
- b. Any animal found running at large within any real property owned or managed by Third Mutual may be reported to Laguna Beach Animal Services at (949) 497-0701 for such action as deemed appropriate according to law.

- c. No Member owning or having charge of any dog shall permit the same to enter or remain within any real property owned or managed by Third Mutual, ~~contrary to the provisions of any sign posted conspicuously thereon by Third Mutual, provided that appropriate exception, as in the case of guide dogs for blind persons, may be noted upon any such sign.~~ with the exception of service animals and emotional support animals as required by local, state, and federal statutes.
- d. No Member owning or having charge, care or custody of any animal shall permit such animal to damage or destroy public property or the property of any person other than that of the owner of such animal.
- e. Any Member or person having charge, custody or control of any dog shall immediately remove and dispose of its waste in a sanitary manner, by depositing in a trash receptacle any feces deposited by such animal upon Third Mutual property.

4. Noise.

No Member shall keep, maintain, or permit within any dwelling unit under his control, or within any other real property owned or managed by Third Mutual, any Pet which by any persistent sound or cry shall disturb the peace and comfort of the inhabitants of the neighborhood or interfere with any person in the reasonable and comfortable enjoyment of life or property.

5. Vicious Animal.

Whenever a Member owning or having charge, care, control, custody, or possession of any dog has knowledge that the dog has bitten a person, the Member shall report the facts of the incident to Laguna Beach Animal Services at (949) 497-0701 for such action as deemed appropriate according to law.

6. Violation of Pet Policy.

Third Mutual is authorized to take disciplinary action against any Member who may be found in violation of the Policy, or whose unit or Residents, tenants, or guests are found to be in violation of the Policy. When a complaint is lodged regarding the occurrence of a violation, the Board has a duty to investigate and impose, if appropriate, discipline as set forth in the Governing Documents. Discipline shall be imposed, if at all, after a duly noticed disciplinary hearing in accordance with the requirements of statute and the Governing Documents.

Director Prince made a motion to approve the Policy. Director Park seconded.

Discussion ensued among the Board.

Director Cook requested that multiple changes be made. Item 1a. on page 8 of 10 to have the last sentence removed. Item 3c. on page 8 of 10 will now read;

No Member owning or having charge of any dog shall permit the same to

enter or remain within any real property owned or managed by Third Mutual, ~~contrary to the provisions of any sign posted conspicuously thereon by Third Mutual, provided that appropriate exception, as in the case of guide dogs for blind persons, may be noted upon any such sign.~~ with the exception of service animals and emotional support animals as required by local, state, and federal statutes.

Multiple members commented on this item.

Director Lewis made motion to approve Director Cook's changes. Director Yun seconded. Hearing no further changes or objections, the amended motion was called to a vote and passed 10-0-1. Director Park abstained.

- c. **Entertain a Motion to Approve the Third Laguna Hills Investment Policy (February initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)**

RESOLUTION 03-23-25

THIRD LAGUNA HILLS MUTUAL INVESTMENT POLICY

BE IT RESOLVED, March 21, 2023, this Corporation, is hereby authorized to invest the assets of the Corporation. All investments on behalf of this Corporation must be made with the underlying principles in the following order of priority: (1) safety, (2) liquidity, where applicable, and (3) yield, and are subject to the following conditions; and

NON-DISCRETIONARY INVESTMENTS

RESOLVED FURTHER; Assets administered by the corporation's managing agent ("Managing Agent") must be invested in a "non- discretionary" account in accordance with the provisions of Civil Code

§5380. Authorized investments administered by the Managing Agent are limited to obligations of, or fully guaranteed as to principal by, the United States of America; and

RESOLVED FURTHER; No non-discretionary investment may be sold, withdrawn, redeemed or otherwise converted to cash prior to maturity without a demonstrated immediate need for the funds and the consent of any two of the following: the Treasurer, the President or the 1st or 2nd Vice President of this corporation. Furthermore, if there is a request that a non- discretionary investment be sold, withdrawn or otherwise converted to cash prior to maturity where there has been no demonstrated immediate need, approval must be provided by the Board of Directors of this Corporation; and

DISCRETIONARY INVESTMENTS

RESOLVED FURTHER; in accordance with Civil Code §5515, the Board of this corporation has an obligation to exercise prudent fiscal management in preserving

reserve funds (“discretionary investments”). The funds being invested as discretionary investments under this Investment Policy are not required within a reasonable time to pay obligations of the Corporation. The Board will determine the amount to be managed in this discretionary account; and

RESOLVED FURTHER; the Board may authorize either (1) a qualified Investment Advisor, interviewed and selected by the Board, or (2) the Managing Agent to transact purchases and sales of investments for Third Laguna Hills Mutual’s discretionary investment account. Such discretion is subject to the underlying conditions as stated below;

1. Assets shall be invested only in authorized investments as provided herein. Authorized investments are limited to:
 - a. Obligations of, or fully guaranteed as to principal by, the United States of America, including;
 - FDIC insured Certificates of Deposit with a maximum maturity value per institution not to exceed current FDIC insured limits; and
 - United States Treasury Bills and Treasury Notes
2. Investments on behalf of this corporation may be made concurrently with investments made on behalf of other corporations at Laguna Woods Village. However, separate investment receipts will be held in the name of this corporation. Any such investments may be held for the account of the corporation in book-entry form;
3. Any authorized investments, as defined in Item 1 above, previously made by said Managing Agent or Investment Manager, are hereby ratified; and

RESOLVED FURTHER, that Resolution 03-19-120 adopted on November 19, 2019, is hereby superseded and cancelled.

Director Cook made a motion to approve the Investment Policy. Director Bhada seconded.

Discussion ensued among the Board.

Hearing no changes or objections, the motion was called to a vote and passed unanimously.

14. New Business

- a. **Entertain a Motion to Approve the Revision to the Alteration Fee Schedule (March initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)**

Director Prince read the following resolution:

RESOLUTION 03-23-XX

Alteration Fee Schedule

WHEREAS, alteration and variance requests require significant staff time for proper processing, including research, report preparation, presentation to the appropriate committee and Board; and

WHEREAS, in order to offset a portion of the administrative costs associated with processing alteration and variance applications, including solar installation requests, the Board has adopted an Alterations Fee Schedule; and

WHEREAS, the following revisions to the Alteration Fee Schedule are recommended to be approved by the Board:

- 1) The Solar Installation Application Fee is revised to \$223
- 2) Miscellaneous revisions to address current City requirements; and

WHEREAS, the new Alteration Fee Schedule better aligns the fees with the administrative time it takes to process each task;

NOW THEREFORE BE IT RESOLVED, April 18, 2023 that the Board hereby adopts the revised Alteration Fee Schedule as attached to the official minutes of this meeting; and

RESOLVED FURTHER, the Mutual Consent processing fee for Solar Panel installation is to be calculated based on 4.7 hours charged at the current bill rates; and

RESOLVED FURTHER, the Mutual Consent processing fee for Solar Panel installation requests is set at the initial rate of \$223 for 2023 and will be adjusted annually with the adoption of the new bill rates; and

RESOLVED FURTHER, that Resolution 03-19-131 adopted December 17, 2019 is hereby superseded and canceled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the resolution.

Director Cook made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Lewis seconded the motion.

There being no objections, the motion was approved unanimously.

b. Entertain a Motion to Approve Resident Policy and Compliance Committee Charter

**THIRD LAGUNA HILLS MUTUAL
RESIDENT POLICY AND COMPLIANCE COMMITTEE
CHARTER**

RESOLUTION 03-23-26

RESOLVED, that pursuant to Bylaws, Article 7, Section 7.1, the Resident Policy and Compliance Committee (Committee) has been established as a standing committee of this Corporation for the purpose of reviewing the governing documents (Governing Documents) for Third Laguna Hills Mutual (Third Mutual) for clarity, legality and current applicability, recommending to the Board of Directors (Board) revisions to the rules, and overseeing the processes used to manage discipline within this Corporation.

RESOLVED FURTHER, on March 21, 2023, that the Board of this Corporation hereby amends the Members and Responsibilities information for the Committee as follows:

I. Committee Members

1. The Board shall appoint the Committee Chair upon recommendation of the Board President.
2. The Committee shall consist of no more than 5 Board Directors, all will be voting members appointed by the Board upon recommendation of the Committee Chair.
3. The Committee may include Resident Advisors, all who will be non-voting members appointed by the Board upon recommendation of the Committee Chair.
4. A Committee Member absent from 3 consecutive, regularly scheduled meetings shall no longer qualify for the Committee, unless excused by the Chair.

II. Responsibilities

This Committee shall serve at the direction of and at the pleasure of the Board. The primary responsibility of the Committee is to recommend general and specific actions related to the Governing Documents for the Board's approval and implementation, including but not limited to:

1. Ensure that the Governing Documents are consistent with the Bylaws, Amended and Restated Covenants, Conditions and Restrictions and other governing documents, as well as current federal, state and local laws.
2. Review all Governing Documents and make recommendations to the Board regarding proposed revisions to the Governing Documents.

3. Ensure that the processes used to manage adherence to the Governing Documents are clear, relevant, reflect kindly on members, and are fair and consistent.
4. Consult, as appropriate and upon Committee approval, with Corporate Counsel.
5. Function in accordance with the Governing Documents and federal, state, and local laws.
6. Perform such additional functions as may be assigned or referred to the Committee by the Board President as well as those that are necessary and prudent to fulfill the Committee's duties and responsibilities.
7. Function as an advisory and liaison body to the managing agent in matters pertaining to the Governing Document changes/implementation and coordinate these matters with other standing committees having related concerns.

RESOLVED FURTHER, that Resolution 03-19-36, adopted January 17, 2019 is hereby superseded and canceled.

RESOLVED FURTHER, that the officers and agenda of this Corporation are hereby authorized, on behalf of the Corporation, to take such action as they deem appropriate to carry out the purposes of this resolution as written.

Director Cook made a motion to approve the charter. Director Prince seconded.

Discussion ensued among the Board.

Hearing no changes or objections, the motion was called to a vote and passed unanimously.

c. Entertain an Appeal Request to Retain Fruit Trees after Resale – 5194 Duenas

The residents of 5194 Duenas presented their stance regarding the appeal request to retain fruit trees after resale.

RESOLUTION 03-23-27

Deny the Request for Retainment of Five Citrus Trees 5194 Duenas

WHEREAS, January 1, 2020, that the Board of Directors adopted Resolution 03-19-94 Fruit Trees and Vegetables Policy which states:

“...fruit trees and vegetable gardens are a known attractant and food source for wildlife and rodents...” and “...hereby prohibits the planting of any fruit trees in Common Area...”,

additionally "...existing fruit trees in Common Area are to be removed in the resale process..."

WHEREAS, on February 2, 2023, the Landscape Committee reviewed a request from the Member at 5194 to retain five Citrus Trees; and

WHEREAS, During the resale inspection dated October 17, 2022, five citrus trees were located adjacent to the residence, and the member was aware of the fruit tree policy prior to moving in, as it is noted on the cover page of the resale report; and

WHEREAS, Subsequent to the member moving in to the unit, additional citrus trees have been planted; and

WHEREAS, the Committee determined that no previous exceptions to Resolution 03-19-94 have been made for any members previously and recommends the removal of all Citrus Trees located at 5194 Duenas at no cost to the member;

NOW THEREFORE BE IT RESOLVED, March 21, 2023, the Board of Directors denies the request for the retainment of five Citrus Trees located at 5194; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

Kurt Wiemann discussed the issue at hand and answered questions from the Board.

The member/owner of 5194 presented his case to the Board.

Another member commented on the issue.

Director Park gave a brief presentation on electric rodent repellant devices and requested that the Board use the resident as a 3-year trial research in which an electronic repellant device would be placed near the citrus tree to see the effectiveness of it.

Director Yun made a Motion to approve Director Park's recommendation and allow the owner of 5194 to run an extension cable from an outlet to the area of the tree and connect it to the electric rodent device. Director Zalon seconded.

Hearing no further changes and objections, the motion was called to a vote and failed 4-7-0. Directors Laws, Engdahl, Cook, Prince, Rane-Szostak, Ginocchio and Lewis opposed.

Director Cook made a motion to deny the appeal request to retain fruit trees after resale of 5194 Duenas, and that staff will replace the fruit tree with hedges. Director Lewis seconded.

There being no objections, the motion was called to a vote and passed 7-3-1. Directors Yun, Park, and Zalon opposed and Director Bhada abstained.

15. Third Mutual Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Rane-Szostak. The committee met on February 7, 2023; next meeting April 4, 2023 at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Treasurer’s Report
 - (2) Third Finance Committee Report
 - (3) Resales/Leasing Reports
- b. Report of the Architectural Controls and Standards Committee – Director Cook. The committee met February 27, 2023; next meeting April 10, 2023 at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. Report of the Maintenance and Construction Committee – Director Engdahl. The committee met on March 6, 2023; next meeting May 1, 2023 at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Landscape Committee – Director Lewis. The committee met on March 2, 2023; next meeting April 6, 2023 at 9:30 a.m. in the Board Room and as a virtual meeting.
- e. Report of the Water Conservation Committee – Director Rane-Szostak. The committee met on January 26, 2023; next meeting, April 27, 2023 at 2:00 p.m. in the Sycamore Room.
- f. Director Laws discussed the meeting of the Garden Villas; next meeting, July 5, 2023.
- g. Report of the Resident Policy and Compliance Committee – Director Laws. The committee met on February 28, 2023; next meeting March 29, 2023 at 9:30 a.m. in the Board Room and as a virtual meeting.

15. GRF Committee Highlights

- a. Community Activities Committee – Director Bhada. This committee met on March 9, 2023; the next meeting is April 13, 2023 at 1:30 p.m. in the Board Room and as a virtual meeting.
- b. Media and Communications Committee – Director Cook. The committee met on March 20, 2023; the next meeting is May 15, 2023 at 1:30 p.m. in the Board Room.
- c. Broadband Ad Hoc Committee – Director Cook. This closed committee last met on February 28, 2023; the next meeting is March 28, 2023, at 10:00 a.m. in the Sycamore Room.
- d. Security and Community Access Committee – Director Park. This committee last met on February 27, 2022, and the next meeting is April 24, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

- e. GRF Maintenance & Construction Committee – Director Engdahl. The committee met on December 14, 2022; next meeting April 12, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
- f.
 - (1) Clubhouse Facilities Removation Ad Hoc Committee – Director Engdahl. This committee met on March 6, 2023; the next meeting is TBA.
- g. Report of the Laguna Woods Village Traffic Hearings – Director Zalon. The hearings were held on March 15, 2023; next meeting April 19, 2023 at 9:00 a.m. as a virtual meeting.
- h. Website Ad Hoc Committee – Director Laws. The committee last met on March 1, 2023; the next meeting is TBA.
- i. Compliance Ad Hoc Committee – Director Laws. This committee met on March 8, 2023; next meeting April 3, 2023 at 1:30 p.m. in the Sycamore Room.
- j. Mobility and Vehicles Committee – Director Cook. This committee met on March 2, 2023; the next meeting is April 5, 2023 at 1:30 p.m. in the Board Room.
- k. Purchasing Ad Hoc Committee – Director Rane-Szostak. This committee last met on March 8, 2023; and the next meeting is March 22, 2023, at 1:30 p.m. in the Cypress Room.
- l. Information Technology Advisory Committee – This closed committee last met on February 24, 2023; next meeting March 31, 2023.
- m. The following GRF Committees have not met since the last Third Board Meeting of February 21, 2023
 - i. GRF Finance Committee – Director Rane-Szostak. The committee met on February 15, 2023; next meeting April 19, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - ii. GRF Landscape Committee – Director Lewis. This committee met on February 8, 2023; the next meeting is May 10, 2023 at 1:30 p.m. in the Board Room and as a virtual meeting.
 - iii. Disaster Preparedness Task Force – Director Cook. The task force met on January 31, 2023; the next meeting is March 28, 2023 at 9:00 a.m. in the Board Room.

16. Future Agenda Items-- *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for a future Board Meeting. No action will be taken by the Board*

on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.

- a. Approve the Revision to the Alteration Fee Schedule

17. Directors' Comments

- Director Park commented on street sweepers driving around in the rain
- Director Zalon thanked Director Park for stepping in during Traffic Hearing

18. Recess - *At this time, the meeting will recess for lunch and reconvene to Executive Session to discuss the following matters per California Civil Code §4935.*

The meeting was recessed into closed session at 1:09 p.m.

Closed Session Agenda

Approval of Agenda

Approval of the Minutes

(a) February 21, 2023—Regular Closed Meeting

Discuss and Consider Member Matters

Discuss Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Litigation Matters

19. Adjournment

The meeting was adjourned at 5:10 p.m.

DocuSigned by:

N. Cris Prince

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N. Cris Prince, Secretary of the Board
Third Mutual Laguna Hills



PET POLICY

Resolution 03-23-24; Adopted March 21, 2023

RESOLVED, that pursuant to the Bylaws, Article 2, Section 2.2.3, Third Laguna Hills Mutual (Third Mutual), has the power to adopt rules and regulations to carry out the purposes of this Corporation through its Board of Directors (Board) with regard to its Members.

RESOLVED FURTHER, on this day the Board hereby amends Third Mutual's Pet Policy (Policy) to include, but is not limited to the following:

I. Purpose

The purpose of this Policy is to set out the rules and regulations for the treatment and handling of pets within Third Mutual in accordance with the requirements of Third Mutual's including Bylaws, Amended and Restated Covenants, Conditions and Restrictions, and other governing documents (Governing Documents) and local, state and federal law.

II. Definitions

1. **Member** includes, for purposes of the Policy, Members, Owners, Qualifying Residents, Co-occupants, Tenants, and their Guests.
2. **Ordinance** refers to the Code of Ordinance City of Laguna Woods, California.
3. **Pet** means any domesticated bird, cat, dog, or aquatic animal kept within an aquarium. The Policy shall not prohibit a Member from continuing to keep any pet that the Member currently keeps in the Member's separate interest if the pet otherwise conforms with the previous rules or relating to pets.
4. **Vicious animal** means:
 - a. Any dog, which, twice within a 12-month period, has physically harmed, bitten, attacked, or otherwise caused injury to a person engaged in lawful activity, without provocation; or
 - b. Any dog that when unprovoked inflicts bites or attacks a human being or domestic animal; or
 - c. Any dog with a known propensity, tendency, or disposition to attack unprovoked, to cause injury or to otherwise endanger the safety of human beings or domestic animals; or
 - d. Any dog which engages in or is found to have been trained to engage in, exhibitions of dog fighting; or
 - e. Any dog at large found to attack, menace, chase, display threatening or aggressive behavior or otherwise threaten or endanger the safety of any domestic animal or person.

III. Responsibilities

1. Number of Pets Permitted.

- a. A maximum combination of three cats and dogs, no more than two of which can be dogs, are permitted in any dwelling unit within Third Mutual.
- b. Animals being fostered as a part of a not-for-profit organization/agency program shall not be included for the purpose of determining the number of animals in a dwelling unit. The foster program shall be registered with the City of Laguna Woods and an individual animal in the dwelling unit shall be fostered for a period of no more than six months.
- c. If pets are brought in before the adoption of this Policy, the pets are automatically grandfathered and can remain.

2. Vaccination and License.

- a. Dogs four months of age or older shall be currently vaccinated for rabies and licensed in accordance with the regulations of the County of Orange and the City of Laguna Woods. Such dogs shall have attached to its collar current numbered metal tag as evidence of its license. (Ordinance § 5.04.010 and 5.04.030, as may be amended.).
- b. Cats over four months of age may be registered at the owner's discretion with the City of Laguna Woods in the same manner in which dogs are registered, and for the same fee. Cats must have a current rabies vaccination valid for the entire one-year registration period.

3. Care and Control.

- a. No Member owning or having charge of any dog shall permit the same to run at large within any real property owned or managed by Third Mutual, except as otherwise provided in these rules and regulations, unless such dog is restrained by a substantial leash not to exceed six (6) feet in length and is in the charge of a Member competent to restrain such dog. Retractable leashes exceeding six (6) feet are not permitted in Third Mutual.
- b. Any animal found running at large within any real property owned or managed by Third Mutual may be reported to Laguna Beach Animal Services at (949) 497-0701 for such action as deemed appropriate according to law.
- c. No Member owning or having charge of any dog shall permit the same to enter or remain within any real property owned or managed by Third Mutual with the exception of service animals and emotional support animals as required by local, state and Federal statutes.
- d. No Member owning or having charge, care or custody of any animal shall permit such animal to damage or destroy public property or the property of any person other than that of the owner of such animal.
- e. Any Member or person having charge, custody or control of any dog shall immediately remove and dispose of its waste in a sanitary manner, by depositing in a trash receptacle any feces deposited by such animal upon Third Mutual property.

4. Noise.

No Member shall keep, maintain, or permit within any dwelling unit under his control, or within any other real property owned or managed by Third Mutual, any Pet which by any persistent sound or cry shall disturb the peace and comfort of the inhabitants of the neighborhood or interfere with any person in the reasonable and comfortable enjoyment of life or property.

5. Vicious Animal.

Whenever a Member owning or having charge, care, control, custody, or possession of any dog has knowledge that the dog has bitten a person, the Member shall report the facts of the incident to Laguna Beach Animal Services at (949) 497-0701 for such action as deemed appropriate according to law.

6. Violation of Pet Policy.

Third Mutual is authorized to take disciplinary action against any Member who may be found in violation of the Policy, or whose unit or Residents, tenants, or guests are found to be in violation of the Policy. When a complaint is lodged regarding the occurrence of a violation, the Board has a duty to investigate and impose, if appropriate, discipline as set forth in the Governing Documents. Discipline shall be imposed, if at all, after a duly noticed disciplinary hearing in accordance with the requirements of statute and the Governing Documents.