



OPEN SESSION

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

**Tuesday, July 19, 2022 - 9:30 a.m.
Laguna Woods Village Community Center
Board Room/Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

NOTICE OF MEETING AND AGENDA

The purpose of this meeting is to conduct the regular Third Mutual Board Meeting in accordance with *Civil Code §4930* and was hereby noticed in accordance with *Civil Code §4920*

- 1. Call meeting to order / Establish Quorum – President Laws**
- 2. Pledge of Allegiance – Director Engdahl**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes**
 - a. March 24, 2022 – Special Open Budget Meeting
 - b. May 31, 2022 – Special Open Budget Meeting
 - c. June 02, 2022 – Special Open Budget Meeting
 - d. June 21, 2022 - Regular Board Meeting
 - e. July 01, 2022 – Agenda Prep Meeting
- 6. Report of the Chair**
- 7. Update from VMS Board – Director Tao**
- 8. Open Forum (Three Minutes per Speaker) -** *At this time Members only may address the Board of Directors regarding items not on the agenda and within the jurisdiction of this Board of Directors. The board reserves the right to limit the total amount of time allotted for the Open Forum to thirty minutes. A member may speak only once during the forum. Speakers may not give their time to other people, no audio or video recording by attendees, and no rude or threatening comments. Members can attend the meeting by joining the Zoom link <https://zoom.us/j/94899806730> or call 1 (669) 900-6833 or email meeting@vmsinc.org to have your message read during the Open Forum.*

9. Responses to Open Forum Speakers

10. CEO Report

11. Consent Calendar - *All matters listed under the Consent Calendar are recommended for action by committees and will be enacted by the Board by one motion. In the event an item is removed from the Consent Calendar by members of the Board, such item(s) shall be the subject of further discussion and action by the Board.*

- a.** Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual preliminary financials for the month of May 2022, 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. Recommendation from the Landscape Committee:

- (1) Recommend to Approve Removal of One Canary Island Pine Tree – 4021-C Calle Sonora

Recommendation from the Finance Committee:

c.

- (1) Approve a Resolution for Recording a Lien against Member ID# 931-460-20
(2) Approve a Resolution for Recording a Lien against Member ID# 933-801-07
(3) Approve a Resolution for Recording a Lien against Member ID# 931-680-71
(4) Approve a Resolution for Recording a Lien against Member ID# 932-792-42
(5) Approve a Resolution for Recording a Lien against Member ID# 931-680-74
(6) Approve a Resolution for Recording a Lien against Member ID# 933-030-09
(7) Approve a Resolution for Recording a Lien against Member ID# 933-612-25
(8) Approve a Resolution for Recording a Lien against Member ID# 933-200-63
(9) Approve a Resolution for Recording a Lien against Member ID# 933-040-07
(10) Approve a Resolution for Recording a Lien against Member ID# 933-800-28

d. Update Committee Appointments

12. Unfinished Business

- a. Inter-Board Anti-Harassment, Anti-Abuse, and Anti-Intimidation Policy and Charter for Joint Hearing Body – Oral Discussion
- b. Resident Policy and Compliance Committee – Guidelines for Financial Qualifications (**JUNE Initial Notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied**)
- c. Entertain a Motion regarding Distribution of Printed Materials (**JUNE Initial Notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied**)

13. New Business

- a. Discuss and Consider the Deactivation of Cable/Internet Services as a Disciplinary Action (**JULY Initial Notification – 28-day notification for member review and comments to comply with Civil Code §4360**)

14. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Rane-Szostak. The committee met on July 5, 2022; next meeting August 2, 2022, 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 on June 27, 2022; next meeting July 25, 2022 at 9:30 a.m. in the Board Room and as a virtual meeting.
- c. Report of the Communications Committee – Director McCary. The committee met on April 13, 2022. The next meeting is July 13, 2022, at 1:30 p.m. in the Willow Room and as a virtual meeting.
- d. Report of the Maintenance and Construction Committee – Director Engdahl. The committee met on July 7, 2022; next meeting October 12 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Parking and Golf Cart Subcommittee – Director Bhada. The subcommittee met on May 25, 2022; next meeting July 27, 2022, at 1:30 p.m. in the Board Room.
 - (2) Garden Villa Rec. Room Subcommittee – Director Lewis. The subcommittee met on May 26, 2022; next meeting TBA.

- e. Report of the Landscape Committee – Director Lewis. The committee met on July 7, 2022; next meeting August 4, 2022 at 9:30 a.m. in the Board Room and as a virtual meeting.
- f. Report of the Water Conservation Committee – Director Rane-Szostak. The committee met on April 28, 2022; next meeting July 28, 2022, at 2:00 p.m. in the Sycamore Room.
- g. Report of the Resident Policy and Compliance Committee – Director Laws. The committee met on June 28, 2022; next meeting July 27, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.

15. GRF Committee Highlights

- a. Community Activities Committee – Director McCary. The committee met on July 14, 2022; next meeting, August 11, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- b. GRF Finance Committee – Director Rane-Szostak. The committee met on June 15, 2022; next meeting August 17, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. GRF Landscape Committee – Director Lewis. The committee met on June 8, 2022; next meeting September 14, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. GRF Maintenance & Construction Committee – Director Engdahl – The committee met on June 8 2022; next meeting August 10, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Clubhouse Facilities Renovation Ad Hoc Committee – Director Frankel. The committee met on June 28, 2022; next meeting, TBA.
- e. Media and Communications Committee – Director McCary. The committee met on July 18, 2022; next meeting August 15, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- f. Mobility and Vehicles Committee – Director Bhada – The committee met on June 1, 2022; next meeting August 3, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- g. Security and Community Access Committee – Director McCary. The committee met on June 27, 2022; next meeting August 22, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Disaster Preparedness Task Force – Director Rane-Szostak. The task force met on March 29, 2022; next meeting July 26, 2022 at 9:30 a.m. in the Board Room.

- h. Report of the Laguna Woods Village Traffic Hearings – Director Frankel. The hearings were held on July 20, 2022; next meeting August 17, 2022 at 9:00 a.m. as a virtual meeting.
 - i. GRF Strategic Planning Committee – Director Lewis. The committee met on May 2, 2022; next meeting TBA.
 - j. Information Technology Advisory Committee – Director Laws. The committee met on July 15, 2022; next meeting July 22 at 1:30 p.m. as virtually.
 - k. Purchasing Ad Hoc Committee – Director Rane-Szostak. The committee met on April 7, 2022; next meeting TBA.
 - l. Website Ad Hoc Committee – Director McCary. The committee met on July 6, 2022. Next meeting August 10, 2022 at 10:00 a.m. in the Sycamore Room.
 - m. Insurance Ad Hoc Committee – Director Laws. The committee met on May 9, 2022; next meeting TBA.
- 16. Future Agenda Items--** *All matters listed under Future Agenda Items are items for a future Board Meetings. 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.*
- 17. Director's Comments**
- 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.*

Closed Session Agenda

Approval of Agenda

Approval of the Minutes

(a) June 21, 2022—Regular Closed Meeting

Discuss and Consider Member Matters

Discuss Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Litigation Matters

19. Adjourn

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OPEN MEETING

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

Thursday, March 24, 2022 - 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Hybrid Meeting

Directors Present: Robert Mutchnick, Ralph Engdahl, Lynn Jarrett, Donna RaneSzostak, Cush Bhada, Jim Cook, John Frankel, Mark Laws, Nathaniel “Ira” Lewis, Craig Wayne

Directors Absent: None

Staff Present: Siobhan Foster, Jose Campos, Steve Hormuth, Manuel Gomez, Bart Mejia, Ian Barnette, Koh Shida, Keith Zilker, Justin Allen, Guy West, Randall Damron, Sandra Spencer, Laurie Chavarria, Erika Hernandez

Others Present:

Call Meeting to Order – President Robert Mutchnick

President Mutchnick called the meeting to order at 9:31 a.m. and confirmed there is a quorum.

State Purpose of Meeting – President Mutchnick

Purpose of this meeting is to review the Budget Workshop pertaining to Maintenance & Construction and Landscape.

Acknowledge Media

The media was acknowledged virtually and was recorded by Granicus.

Approval of Agenda

A motion to approve the agenda was made, seconded and approved by a vote of 8-0-1 (Director Laws Abstained).

Chair Remarks None.

Open Forum (Three Minutes per Speaker) None.

Responses to Open Forum Speaker None.

Review proposed 2023 Business Plan – Version 1

Staff presented the Budget Workshop presentations for Maintenance & Construction and Landscape. Discussion ensued over a wide range of topics. Questions were addressed and noted by staff.

Director's Comments

Director Mark Laws had questions concerning the upcoming schedule and how the budget numbers are set and discussed.

Adjournment

The meeting was adjourned at 11:00 a.m.

Mark W. Laws [Mark W. Laws \(Jun 21, 2022 20:27 PDT\)](#)

Mark Laws, President
Third Laguna Hills Mutual Board of Directors



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

Monday, May 31, 2022 – 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Hybrid Meeting

Directors Present: Robert Mutchnick, Lynn Jarrett, Mark Laws, John Frankel, Ralph Engdahl, Annie McCary, Donna Rane-Szostak, Jim Cook, Cush Bhada, Ira Lewis

Directors Absent: Craig Wayne

Staff Present: Siobhan Foster, Steve Hormuth, Jose Campos, Robert Carroll, Manuel Gomez, Ian Barnette, Baltazar Mejia, Erika Hernandez

Others Present: Third – Advisor: Wei-Ming Tao, Lee Isaacs
VMS – Raquel Unger

Call Meeting to Order – President Robert Mutchnick

President Mutchnick called the meeting to order at 9:35 a.m. and established a quorum.

Approval of the Agenda

Hearing no objections to the agenda, the agenda was approved unanimously.

Chair Remarks

President Mutchnick stated that the purpose of the budget review is to provide staff direction to the Finance department, General Services and Maintenance and Construction.

Open Forum (Three Minutes per Speaker) None.

Review of the 2023 Business Plan – Version 1 – Maintenance Review

Jose Campos, Assistant Director of Financial Services, shared that 2023 budget calendar and restated the purpose of the meeting and welcomed Robert Carroll, Director of General Services, and Manuel Gomez, Director of Maintenance and Construction.

Robert Carroll presented an overview of the proposed Version 1 2023 Business Plan General Services to review and gain some direction and make changes, if necessary.

Manuel Gomez presented an overview of the proposed Version 1 2023 Business Plan for Maintenance for review and to gain some direction and make changes. By consensus, the Board directed staff to take the following actions:

- Fire Protection - Add \$21,800 for Dryer Vent Cleaning
- Waste Line Remediation - Add \$300,000
- Termite Inspections – Add \$50,000
- Water Pressure Regulator Valves - Add \$200,000

The Board asked several questions. Questions were either addressed as they arose or noted by Staff. Answers to pending questions will be emailed to Board members at a later date.

Adjournment

The meeting was adjourned at 12:30 p.m.

Mark W. Laws

Mark W. Laws (Jun 21, 2022 20:27 PDT)

Mark Laws, President

Third Laguna Hills Mutual Board of Directors



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

Thursday, June 2, 2022 – 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Hybrid Meeting

Directors Present: Robert Mutchnick, Lynn Jarrett, Mark Laws, John Frankel, Ralph Engdahl, Annie McCary, Donna Rane-Szostak, Jim Cook, Cush Bhada, Ira Lewis, Craig Wayne

Directors Absent: Craig Wayne

Staff Present: Siobhan Foster, Steve Hormuth, Jose Campos, Kurt Wiemann, Erika Hernandez

Others Present: Third – Advisor: Wei-Ming Tao

Call Meeting to Order – President Robert Mutchnick

President Mutchnick called the meeting to order at 9:30 a.m. and established a quorum.

Approval of the Agenda

Hearing no objections to the agenda, the agenda was approved unanimously.

Chair Remarks

Director Mutchnick informed the Board that the purpose of the meeting is to review the Landscape budget and discussion should remain as such. Recommendations regarding efficiency shall be discussed during the Landscape Committee meeting.

Open Forum (Three Minutes per Speaker)

A member made a comment asking Boards members to remain cognizant when it comes budget review emphasized the affects of inflation among members of the community and requests that the Board consider making cuts if possible. No action was taken.

Review of the 2023 Business Plan – Version 1 – Landscape Review

Jose Campos, Assistant Director of Financial Services, shared that 2023 budget calendar and restated the purpose of the meeting and welcomed Kurt Wiemann, Director of Landscape Services.

Kurt Wiemann presented an overview of the proposed Version 1 2023 Business Plan for Landscape Services to gain some direction or make changes, if necessary. Several questions were asked by Board. Questions were addressed.

Adjournment

The meeting was adjourned at 10:28 a.m.

Mark W. Laws

Mark W. Laws (Jun 21, 2022 20:28 PDT)

Mark Laws, President

Third Laguna Hills Mutual Board of Directors



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, June 21, 2022 - 9:30 a.m.

**Laguna Woods Village Community Center Board Room/Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

Directors Present: Mark Laws, Annie McCary, Ralph Engdahl, John Frankel, Jim Cook, Nathaniel Ira Lewis, Donna Rane-Szostak, Cris Prince, Craig Wayne, Cush Bhada, Jules Zalon

Directors Absent: None

Staff Present: Siobhan Foster-CEO, Makayla Schwietert, Paul Nguyen, Carlos Rojas, Robert Carroll, Bart Mejia, Kurt Wiemann, Pamela Bashline

Others Present: VMS – Lelang Isaacs, Raquel Unger, Wei-Ming Tao
GRF – Joan Milliman, Bunny Carpenter
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 Cook led the Pledge of Allegiance.

3. Acknowledge Media

The media was acknowledged online and through Village Television.

4. Approval of Agenda

President Laws asked for a motion to approve the agenda.

Director Wayne made a motion to approve the agenda. Director Bhada seconded.

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

5. Approval of Minutes

- a. May 17, 2022 – Regular Board Meeting
- b. June 3, 2022 – Special Open Recall Ballot Tabulation Meeting
- c. June 3, 2022 – Special Open Meeting
- d. June 6, 2022 – Agenda Prep Meeting

President Laws asked for a motion to approve the minutes.

Director Rane-Szostak made a motion to approve the minutes of May 17, 2022 – Regular Board meeting. Director McCary seconded.

Hearing no changes or objections, the May 17, 2022 – Regular Board meeting minutes were approved unanimously.

Director Cook made a motion to approve the minutes of June 3, 2022 - Special Open Recall Ballot Tabulation meeting. Director Zalon seconded.

Director Zalon requested an amendment to the minutes of June 3, 2022 - Special Open Recall Ballot Tabulation meeting. Director Zalon suggested the minutes should state that the Inspector of Election announced the recall. Additionally, the minutes should reflect that there was a total of 2,780 votes.

Hearing no changes or objections, the amended June 3, 2022 - Special Open Recall Ballot Tabulation meeting minutes were approved unanimously.

Director Cook made a motion to approve the minutes of June 3, 2022 – Special Open meeting. Director Wayne seconded.

Director Prince requested an amendment to the minutes of June 3, 2022 – Special Open meeting. Director Prince suggested that she and Director Zalon should be listed under Directors Present.

Hearing no changes or objections, the amended June 3, 2022 - Special Open Recall Ballot Tabulation meeting minutes were approved unanimously.

Director Cook made a motion to approve the minutes of June 6, 2022 – Agenda Prep minutes. Director Wayne seconded.

Hearing no changes or objections, the June 6, 2022 – Agenda Prep meeting minutes were approved unanimously.

6. Report of the Chair

President Laws commented on the following:

- Acknowledged and thanked Robert Mutchnick and Lynn Jarrett for their service on the Board.
- Welcomed the new Board members Cris Prince and Jules Zalon.
- Expressed his goal towards the 2023 Third Mutual Budget.
- Addressed the need to invest money on projects now, in order to save money for the future.
- Will not be utilizing the Third Mutual President's phone, however, will be utilizing the Third Mutual President e-mail account.
- The Third Mutual Town Hall will continue to occur.

7. Update from the VMS Board

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

- Enhance Efficiency
- Identify Cost Savings
- Measure Performance
- Measure Satisfaction
- Identify Trends
- Employee Recognition
- Other Key Efforts

8. Open Forum (Three Minutes per Speaker) - *At this time Members only addressed the Board of Directors regarding items not on the agenda and within the jurisdiction of this Board of Directors. The Board reserves the right to limit the total amount of time allotted for the Open Forum to thirty minutes. A member can speak only once during the forum. Speakers may not give their time to other people, no audio or video recording by attendees, and no rude or threatening comments. Members can attend the meeting by joining the Zoom link <https://zoom.us/j/94899806730> or call 1 (699)900-6833 or email meeting@vmsinc.org to have your message read during the Open Forum.*

- A member addressed their concerns regarding the receiving of a problematic e-mail from a Third Mutual Board member.
- A member commented on Board priorities, legal counsel/representation, joint Insurance with United Mutual, and manner alterations before/after pictures.

- A member commented on decorative items and its functionality in building common ways/corridors.
- A member commented on the Foundation of the Laguna Woods Village, in which that their motto is to help residents who need financial assistance. Additionally, the foundation recently celebrated its 25th anniversary.
- A member commented on the lengthy and tedious permit process for in-home renovations, and the issues they are currently receiving regarding such renovations.
- Assistant Corporate Secretary, Paul Nguyen, read a member e-mail/comment that discussed the Paint Program and concerns regarding the frequency and manner in which the community is painted.

9. Responses to Open Forum Speakers

- Director Zalon addressed the comment regarding the problematic e-mail from a Third Mutual Board member.
- Director Cook asked for clarification from the member who commented on the in home renovation issues.
- Director Bhada thanked the member who commented on the Foundation.
- President Laws individually addressed each member comment.

10. CEO Report

CEO Siobhan Foster reported on:

- Recreation and Special Events department - 2023 Annual Lottery is underway.
- The 4th of July festivities are underway. There will be a Golf Cart Parade that leads to Clubhouse 2 with various events being held in celebration of the holiday.
- National Mosquito Control awareness week, and shared some tips to help with mosquito awareness.
- Key VMS Staff promotions; Makayla Schwietert has been promoted to the Corporate Secretary position, Paul Nguyen has been promoted to the Assistant Corporate Secretary position, and Pamela Jensen has been promoted to the position of Controller within the Finance Department.
- VMS Employee Excellence Awards were held at Clubhouse 7 on May 25, 2022. There were 16 staff members that were awarded.

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

Director Lewis requested an amendment to the spelling of his name on the Third Mutual Committee Appointments, Resolution 03-22-60.

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

- a. Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual preliminary financials for the month of April 2022, 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. **Recommendation from the Landscape Committee:**
 1. Recommend to Deny Tree Removal Request and to Perform a Crown Reduction and Thinning of the Tree Within Six Weeks of Board Decision: 2369-2B Via Mariposa E. – One Rusty Leaf Fig Tree

RESOLUTION 03-22-57

Deny the Request For Removal of One Rusty Leaf Fig Tree 2369-2B Via Mariposa East

WHEREAS, February 16, 2021, that the Board of Directors adopted Resolution 03-21-10 Tree Maintenance Policy which states:

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size, or fragrance. Trees shall not be removed to preserve, enhance or create a view.

- Trees which are damaging or will damage a structure, pose a hazard, diseased, in failing health or interfering with neighboring trees, will be considered for removal.
- Removal requests will be reviewed by a staff arborist and, if necessary, referred to the Committee...”

WHEREAS, on June 2, 2022, the Landscape Committee reviewed a request from the Member at 2369-2B to remove one Rusty Leaf Fig tree. The Member cited the reasons as structural damage, overgrown, and the tree is causing the manor to be too dark; and

WHEREAS, the Committee determined that the tree does not meet the guidelines set forth in Resolution 03-21-10, as there is no indication of structural damage to the retaining wall or sidewalks and therefore

recommends denying the request for the removal of one Rusty Leaf Fig tree located at 2369-2B Via Mariposa East;

NOW THEREFORE BE IT RESOLVED, June 21, 2022, the Board of Directors denies the request for the removal of one Rusty Leaf Fig tree located at 2369-2B; and

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

2. Recommend to Deny Tree Removal Request: 5128 Brazo – One Canary Island Pine Tree

RESOLUTION 03-22-58

**Deny the Request
For Removal of One Canary Island Pine
5128 Brazo**

WHEREAS, February 16, 2021, that the Board of Directors adopted Resolution 03-21-10 Tree Maintenance Policy which states:

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size, or fragrance. Trees shall not be removed to preserve, enhance or create a view.

- Trees which are damaging or will damage a structure, pose a hazard, diseased, in failing health or interfering with neighboring trees, will be considered for removal.
- Removal requests will be reviewed by a staff arborist and, if necessary, referred to the Committee...”

WHEREAS, on June 2, 2022, the Landscape Committee reviewed a request from the Member at 5128 to remove one Canary Island Pine. The Member cited the reasons as litter/debris, too close to the manor, and the threat of a potential fire due to all of the needle drops; and

WHEREAS, the Committee determined that the tree does not meet the guidelines set forth in Resolution 03-21-10 as there is no indication of fire threat and therefore recommends denying the request for the removal of one Canary Island Pine tree located at 5128 Brazo;

NOW THEREFORE BE IT RESOLVED, June 21, 2022, the Board of Directors denies the request for the removal of one Canary Island Pine tree located at 5128; 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. Trust Beneficiary – Donation to Landscape in Third Mutual

RESOLUTION 03-22-59

Donation from Judy Saxon Trust for Landscape

RESOLVED, On June 21, 2022; The Third Mutual Board accepted a donation in the amount of \$1,000 from the Judy Saxon Trust for the Third Laguna Hills Mutual Landscape Department; and

RESOLVED FURTHER, the funds will be used for the beautification of Third Laguna Hills Mutual landscaping;

RESOLVED FURTHER, the Third Laguna Hills Mutual Board of Directors appreciates the generosity of the Judy Saxon Trust for the \$1,000 received on May 31, 2022, which reflects the spirit of Laguna Woods Village.

d. Update Committee Appointments

RESOLUTION 03-22-60

Third Mutual Committee Appointments

RESOLVED, June 21, 2022, that the following persons are hereby appointed to serve on the committees and services of this Corporation.

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

Architectural Standards and Control Committee

John Frankel

Ralph Engdahl

James Cook, **Chair**

Nathaniel Ira Lewis

Craig Wayne

Voting Advisors: Mike Butler and Mike Plean

Communications Committee

Annie McCary, Chair

Donna Rane-Szostak

Cris Prince

James Cook

Mark Laws
Cush Bhada, Alternate

Executive Hearing Committee

Annie McCary, Chair
Ralph Engdahl, Co-Chair
Mark Laws
Jules Zalon, Alternate
John Frankel, Alternate

Finance (Committee of the Whole)

Donna Rane-Szostak, Chair
Non-Voting Advisors: John Hess, Wei-Ming Tao

Investment Ad Hoc Committee

Mark Laws
Craig Wayne
Donna Rane-Szostak

Garden Villa Recreation Room Subcommittee (Quarterly)

Mark Laws
Donna Rane-Szostak
Nathaniel Ira Lewis
Voting Advisors: Martina Mangan, Sharon Molineri, Lynn Jarrett

Landscape Committee

Annie McCary
Jules Zalon
Ralph Engdahl
Donna Rane-Szostak
Nathaniel Ira Lewis, Chair
Cush Bhada, Alternate
Non-Voting Advisor: Cindy Baker

Maintenance and Construction Committee

Ralph Engdahl, Chair
Mark Laws
John Frankel
Craig Wayne
James Cook
Cush Bhada, Alternate
Non-voting Advisor – David Bienek, Judith Troutman

New Resident Orientation

Everybody Participates on a Rotating Basis

Water Conservation Committee (Quarterly)

Donna Rane-Szostak, Chair

John Frankel

Cush Bhada

Jules Zalon

Nathaniel Ira Lewis

Non-Voting Advisor: Lee Goldstein

Parking & Golf Cart Task Force

Cush Bhada, Chair

John Frankel

Mark Laws

Ralph Engdahl, Alternate

Non-Voting Advisor: Hal Horne

Resident Policy and Compliance Committee

Cush Bhada

Lynn Jarrett

Mark Laws, Chair

Cris Prince

Nathaniel Ira Lewis, Alternate

Non-Voting Advisors: Stuart Hack

Energy Research Group

Ralph Engdahl

John Frankel

Nathaniel Ira Lewis

Non-Voting Advisors: Sue Stephens, Bill Walsh

RESOLVED FURTHER, that Resolution 03-22-52, adopted May 17, 2022, 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 03-22-61

GRF Committee Appointments

RESOLVED, June 21, 2022, 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

Annie McCary

Cush Bhada

Jules Zalon, Alternate

Equestrian Center Ad Hoc Committee

Cush Bhada

Annie McCary

GRF Finance Committee

Donna Rane-Szostak

Mark Laws

Craig Wayne, Alternate

Purchasing Ad Hoc Committee (new)

Donna Rane-Szostak

Ralph Engdahl, Alternate

Mark Laws

GRF Landscape Committee

Jules Zalon

Nathaniel Ira Lewis

Annie McCary, Alternate

GRF Maintenance and Construction Committee

Ralph Engdahl

Jim Cook

John Frankel, Alternate

Clubhouse Renovation Ad Hoc Committee

John Frankel

Ralph Engdahl

Cush Bhada, Alternate

GRF Media and Communications Committee

Annie McCary

Jim Cook

Cris Prince

Broadband Ad Hoc Committee

Cris Prince

Annie McCary

Mobility and Vehicles Committee

Jim Cook, Alternate

John Frankel

Cush Bhada

Security and Community Access Committee

Annie McCary

Craig Wayne

Donna Rane-Szostak, Alternate

Disaster Preparedness

John Frankel

Jim Cook

Donna Rane-Szostak, Alternate

Laguna Woods Village Traffic Hearings

John Frankel

Mark Laws

Strategic Planning Committee

Mark Laws

Nathaniel Ira Lewis

IT Technology Advisory Committee (ITAC)

Mark Laws

Insurance Ad Hoc Committee

Cris Prince

Mark Laws

Jim Cook

Website Ad Hoc Committee

Annie McCary

Mark Laws

RESOLVED FURTHER, that Resolution 03-22-53, adopted May 17, 2022, 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.

e. Recommendation from the Finance Committee

1. Approve a Resolution for Recording a Lien against Member ID # 933-612-26

RESOLUTION 03-22-62

Recording of a Lien

WHEREAS, Member ID 933-612-26; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, June 21, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 933-61226; and

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

2. Approve a Resolution for Recording a Lien against Member ID # 931-481-09

RESOLUTION 03-22-63

Recording of a Lien

WHEREAS, Member ID 931-481-09; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, June 21, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-48109; and

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

3. Approve a Resolution for Recording a Lien against Member ID # 937-990-21

RESOLUTION 03-22-64

Recording of a Lien

WHEREAS, Member ID 937-990-21; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, June 21, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 937990-21; and

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

12. Unfinished Business

a. Inter-Board Anti-Harassment, Anti-Abuse, and Anti-Intimidation Policy and Charter for Joint Hearing Body (MAY Initial Notification – June 2022 Revised – 28-days notification for member review and comments to comply with Civil Code §4360)

RESOLUTION 03-22-XX

**Anti-Harassment, Anti-Abuse and Anti-Intimidation
Policy and Charter of the Joint Hearing Body
Committee**

WHEREAS, the Board of Directors of Third Laguna Hills Mutual ("Third"), Golden Rain Foundation ("GRF"), and United Laguna Woods Mutual (United") require a clear and consistent policy to address claims of harassment, abuse and intimidation by directors to staff of Village Management Services, Inc. ("VMS"), fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents to staff of VMS, directors and other residents; and

WHEREAS, this Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy ("Policy") is intended to provide guidance relative to such behavior and

issue a mechanism for addressing same by the Anti-Harassment, Anti-Abuse and Anti- Intimidation Joint Hearing Body Committee; and

WHEREAS, this Policy is being adopted by the Board of Directors of Third, GRF, and United in the exercise of their respective duties to maintain, protect and enhance the value and desirability of Laguna Woods Village and the interests of all of its members.

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors of this Corporation hereby introduces the Anti-Harassment, Anti-Abuse and Anti- Intimidation Policy and Charter of the Joint Hearing Body Committee, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 03-20-27, adopted April 21, 2020, 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 purpose of this resolution.

CEO Foster provided an update to the Board regarding the Anti-Harassment, Anti-Abuse, and Anti-Intimidation Policy and Joint Hearing Body.

Discussion ensued among the Board.

A few members provided their comments regarding the Anti-Harassment, Anti-Abuse, and Anti-Intimidation Policy and Joint Hearing Body.

Assistant Corporate Secretary, Paul Nguyen, read a member e-mail/comment regarding the topic at discussion.

CEO Foster answered questions from the Board.

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

Further discussion ensued among the Board.

Hearing no changes or objections, the motion was called to a vote and failed 5-6. Directors McCary, Engdahl, Wayne, Rane-Szostak, and Frankel were in favor.

Director Lewis made a motion to send the Policy back to the committee for revisions. Director Cook seconded.

Hearing no changes or objections, the motion was called to a vote and passed 9-2. Directors Zalon, and Bhad opposed.

- b. Entertain a Motion to Approve a Revised Alteration Fee Schedule
(JUNE Initial Notification – Postpone 28-days notification for member review
and comments to comply with Civil Code §4360)**

RESOLUTION 03-22-XX

Alteration/Variance Processing Fee Policy

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 variance requests, which is often followed by multiple resubmittals, and can be followed by an appeal to the Board in accordance with Resolution 03-13- 105; and

WHEREAS, the following revisions are approved: 1) The new Basic Variance Fee will be increased to \$380; and 2) The new Complex Variance Fee will be increased to \$662; and 3) The Unauthorized Alteration Fee will be increased to \$350; and 4) The Permit Fee Valuation shall be increased by 40% for each value of escalation; and 5) The Resale fees will be increased to \$175 for the First Inspections and \$64 for Final Inspections; 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, on July 19, 2022 to partially offset administrative costs associated with processing alteration and variance requests, the Board of Directors of this Corporation hereby revise the alteration and inspection fees as attached to the official minutes of this meeting and the new Alteration Fee Schedule will be adopted; and

RESOLVED FURTHER, in the event that a member requires an Unauthorized Alteration Mutual Consent for work completed without prior appropriate authorization, the following would apply as appropriate to the nature of the improvement work, defined as a member being responsible for: a Variance and associated Fees if the work required variance approval or a Mutual Consent and associated Fees totaling the cost of an appropriate Mutual Consent Fee if the work had been properly approved; an Unauthorized Alteration Fee due to the work not having been applied for and permitted by Manor Alterations in advance of completion; a Demolition Fee totaling the cost of the appropriate Demolition Fee if the work had been properly approved; and

RESOLVED FURTHER, that Resolution 03-17-120 adopted October 20, 2017 and Resolution 03-07-119 adopted December 18, 2007 are 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.

Maintenance and Construction Assistant Director, Bart Mejia, provided an overview of the Alterations/Variance Processing Fee Policy with the Board.

Mr. Mejia answered questions from the Board, and further discussion ensued.

A few members commented on the Alterations/Variance Processing Fee Policy.

Director McCary made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. No other Director seconded.

Director Bhada made a motion to send the Alterations/Variance Processing Fee Policy to the Architectural Controls and Standards Committee & staff for further review and revision. Director Prince seconded.

Further discussion ensued among the board.

Hearing no changes or objections, the motion was called to a vote and passed 10-1. Director Engdahl opposed.

Bart Mejia left the meeting at 11:55 a.m.

13. New Business

a. Recommendation to Mandate Recycled Water Use in Third Conform to State and Local Mandates

RESOLUTION 03-22-65

Recycled Water Mandate

WHEREAS, June 2, 2022, the Landscape Committee recognized that the State of California is experiencing record drought conditions requiring parts of Southern California to reduce exterior irrigation water use; and

WHEREAS, the irrigation water sources in Third Mutual are a mixture of potable water and recycled water; and

WHEREAS, at this time, state and local mandates do not apply to recycled water; and

WHEREAS, the Landscape Committee determined that irrigation reductions shall be equitable across the Mutual, regardless of water source;

NOW THEREFORE BE IT RESOLVED, on June 21, 2022, that all state and local irrigation water use restrictions and mandates shall be applied to all irrigation within Third Mutual; and

RESOLVED FURTHER, this resolution shall become in full force and effect on June 21, 2022; 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.

Landscaping Services Director, Kurt Wiemann, provided an overview of the Recycled water mandate.

Mr. Wiemann answered questions from the Board, and further discussion ensued.

Director McCary made a motion to accept staff recommendation to mandate recycled water usage for Third Mutual and consider using some of the savings to accelerate the turf removal and landscape modernization for Resolution 03-2265. Director Lewis seconded.

Discussion ensued among the Board.

Director McCary made an amendment to the motion.

Director Wayne left the meeting momentarily.

Hearing no changes or objections, the amended motion was called to a vote and passed 10-0. Director Wayne was not present.

Director Lewis made a motion to cut water usage for irrigation to a total of 30% across the board for potable and non-potable water beginning July 1, 2022. Director Cook seconded.

Discussion ensued among the Board.

Director Wayne re-entered the meeting.

Hearing no changes or objections, the motion was called to a vote and passed 10-1. Director McCary opposed.

Kurt Wiemann left the meeting at 12:24 p.m.

b. Resident Policy and Compliance Committee – Guidelines for Financial Qualifications (JUNE Initial Notification – Postpone 28-days notification for member review and comments to comply with Civil Code §4360)

RESOLUTION 03-22-XX

Clarification of Guidelines for Financial Qualifications Policy

WHEREAS, Third Laguna Hills Mutual (Third) is formed to manage, operate and maintain housing at Laguna Woods Village; and

WHEREAS, Third is authorized to adopt rules and regulations to carry out the purposes of this Corporation through its board of directors; and

WHEREAS, Third desires to protect the financial integrity of the Corporation; and

WHEREAS, Third has expressed the need to clarify select income and net worth provisions of its Guidelines for Financial Qualifications Policy;

NOW, THEREFORE BE IT RESOLVED, July 19, 2022, the Board of Directors of this Corporation hereby introduces one amendment to the Financial Qualifications Policy, which amends Section II, Net Worth Requirements, Subsection B to add “U.S.” before residential property; and

RESOLVED FURTHER, that Resolution 03-21-50, adopted August 17, 2021, is hereby suspended in its entirety and canceled; and

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

Community Services Manager, Pamela Bashline, provided an overview regarding the clarification of the Guidelines for the Financial Qualifications Policy.

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 Bhada seconded the motion.

A member commented on the topic at discussion.

Director Rane-Szostak left the meeting momentarily.

Hearing no changes or objections, the motion was called to a vote and passed 9-0-1. Director Zalon abstained. Director Rane-Szostak was not present.

Pamela Bashline left meeting at 12:29 p.m.

**c. Entertain a Motion regarding Distribution of Printed Materials
(JUNE Initial Notification – Postpone 28-days notification for member review
and comments to comply with Civil Code §4360)**

RESOLUTION 03-22-XX

Distribution of Printed Materials

WHEREAS, the Resident Policy and Compliance Committee has recommended revising the Distributing-Posting Printed Materials Rules to fairly and reasonable address placement of materials within Third; and

WHEREAS, the Board recognized the need to amend the rules to align with the changing needs of the community;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors of this Corporation hereby approves the amended Distributing-Posting Printed Materials Rules, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, the Distributing-Posting Printed Materials Rules will now be known as the Distribution of Printed Materials Policy; and

RESOLVED FURTHER, that Resolution 03-07-59 adopted June 19, 2007 is hereby superseded in its entirety and cancelled; and

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

Director Rane-Szostak re-entered the meeting.

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 Ma seconded the motion.

Discussion ensued among the Board.

Hearing no changes or objections, the motion was called to a vote and passed 10-1. Director Bhada opposed.

14. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Rane-Szostak.** The committee met on June 7, 2022; next meeting July 5, 2022, 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 on May 23, 2022; next meeting June 27, 2022 at 9:30 a.m. in the Board Room and as a virtual meeting.
 - c. Report of the Communications Committee – Director McCary. The committee met on April 13, 2022. The next meeting is July 13, 2022, at 1:30 p.m. in the Willow Room and as a virtual meeting.
 - d. Report of the Maintenance and Construction Committee – Director Engdahl. The committee met on May 2, 2022; next meeting July 7, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
-
- (1) Report of the Parking and Golf Cart Subcommittee – Director Bhada. The subcommittee met on May 25, 2022; next meeting July 27, 2022, at 1:30 p.m. in the Board Room.
 - (2) Garden Villa Rec. Room Subcommittee – Director Lewis. The subcommittee met on May 26, 2022; next meeting TBA.
-
- e. Report of the Landscape Committee – Director Lewis. The committee met on June 2, 2022; next meeting July 7, 2022 at 9:30 a.m. in the Board Room and as a virtual meeting.
 - f. Report of the Water Conservation Committee – Director Rane-Szostak. The committee met on April 28, 2022; next meeting July 28, 2022, at 2:00 p.m. in the Sycamore Room.
 - g. Report of the Resident Policy and Compliance Committee – Director Laws. The committee met on May 25, 2022; next meeting June 28, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.

15. GRF Committee Highlights

- a. Community Activities Committee – Director McCary. The committee met on June 9, 2022; next meeting, July 14, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.

(1) Equestrian Center Ad Hoc Committee – Director Bhada. The committee met on May 25, 2022; next meeting August 21, 2022 at 1:00 p.m.

- b. GRF Finance Committee – Director Rane-Szostak. The committee met on June 15, 2022; next meeting August 17, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. GRF Landscape Committee – Director Lewis. The committee met on June 8, 2022; next meeting September 14, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. GRF Maintenance & Construction Committee – Director Engdahl – The committee met on June 8 2022; next meeting August 10, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.

(1) Clubhouse Facilities Renovation Ad Hoc Committee – Director Frankel. The committee met on January 28, 2022; next meeting, TBA.

- e. Media and Communications Committee – Director McCary. The committee met on June 20, 2022; next meeting July 18, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- f. Mobility and Vehicles Committee – Director Bhada – The committee met on June 1, 2022; next meeting August 3, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- g. Security and Community Access Committee – Director Wayne. The committee met on April 25, 2022; next meeting June 27, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.

(1) Disaster Preparedness Task Force – Director Rane-Szostak. The task force met on March 29, 2022; next meeting TBA.

- h. Report of the Laguna Woods Village Traffic Hearings – Director Frankel. The hearings were held on June 15, 2022; next meeting July 20, 2022 at 9:00 a.m. as a virtual meeting.
 - i. GRF Strategic Planning Committee – Director Lewis. The committee met on May 2, 2022; next meeting TBA
 - j. Information Technology Advisory Committee – Director Laws. The committee met on May 13, 2022; next meeting TBA.
 - k. Purchasing Ad Hoc Committee – Director Rane-Szostak. The committee met on April 7, 2022; next meeting TBA.
 - l. Website Ad Hoc Committee – Director McCary. Next meeting TBA.
 - m. Insurance Ad Hoc Committee – Director Laws. The committee met on June 17, 2022; next meeting TBA.
- 16. Future Agenda Items--** *All matters listed under Future Agenda Items are 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 actions on these items at a future Board meeting.*
- 17. Directors' Comments**
- Director Zalon commented on his gratitude of being a member on the Third Mutual Board, and also commented on the positive attendance of residents.
 - Director Prince thanked the Third Mutual Board for their warm welcome.
 - Director Laws provided a reminder that the Town Hall meeting will be held tomorrow, June 21, 2022 at 3:00 p.m. in Clubhouse 2.
- 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 1:21 p.m.

Closed Session Agenda

Approval of Agenda

Approval of the Minutes

(a) May 17, 2022—Regular Closed Session

(b) May 26, 2022 – Special Closed Session

(c) May 31, 2022—Special Closed Session

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 5:19 p.m.

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

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OPEN SESSION

**MINUTES OF THE AGENDA PREP MEETING OF THE THIRD LAGUNA HILLS
MUTUAL BOARD OF DIRECTORS A CALIFORNIA NON-PROFIT MUTUAL BENEFIT
CORPORATION**

**Friday, July 1, 2022 - 9:30 a.m.
Willow Room/Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

The purpose of this meeting was to discuss agenda items for the Third Board Regular Meeting
Civil Code §4930

Directors present: Mark Laws, Annie McCary, Ralph Engdahl, N. Cris Prince, Jim Cook, Cush Bhada, Donna Rane-Szostak, Jules Zalon

Directors absent: Nathaniel Lewis (Excused), John Frankel

Staff present: CEO-Siobhan Foster, Makayla Schwiertert, Paul Nguyen, Catherine Laster

Others present: None

1. Call Meeting to Order / Establish Quorum

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

2. Approval of the Agenda

President Laws asked for a motion to approve the agenda.

Director Zalon made a motion to approve the agenda. Director Bhada seconded.

Hearing no changes or objections, the agenda was approved unanimously.

President Laws provided an overview to the Board of the Committee Appointment Updates.

Discussion ensued among the Board.

3. Filling Vacant Board Seat

President Laws and Catherine Laster discussed the options of filling the vacant Board seat created from Director Wayne's resignation.

Further discussion ensued among the Board.

Director McCary entered the meeting at 9:42 a.m.

The Board, as a majority, agreed to not fill the vacant Board seat until after the Third Mutual Annual Election Meeting occurs.

4. Discuss and Consider Items to be placed on the Third Board Regular Meeting Agenda (open & closed session) on July 19, 2022

President Laws asked for a motion to approve the July 19, 2022 open and closed session agendas.

Hearing no changes or objections, the July 19, 2022 open and closed session agendas were approved unanimously.

5. Director Comments

- Director McCary informed Director Prince and Director Zalon of the Third Board Mutual time off schedule.
- Director Bhada wished everyone a wonderful 4th of July holiday weekend.
- President Laws provided updates regarding a litigation case, discussed utilizing voting software during meetings, and additionally informed the Board that Director Zalon can provide a mediator to help with another litigation case.
- Director Rane-Szostak asked the Corporate Secretaries to prepare a slide to display the Zoom link information to residents during Board meetings.
- Director McCary additionally asked the Corporate Secretaries to ensure that residents who speak during the Open Forum of Board meetings clearly cite their names and manor numbers.
- No other Directors had comments.

6. Adjournment

The meeting was adjourned at 10:27 a.m.

DocuSigned by:

N. Cris Prince

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



RESOLUTION 03-22-XX

Approve the Request For Removal of One Canary Island Pine Tree 4021-C Calle Sonora

WHEREAS, February 16, 2021, that the Board of Directors adopted Resolution 03-21-10 Tree Maintenance Policy which states:

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size, or fragrance. Trees shall not be removed to preserve, enhance or create a view.

- Trees which are damaging or will damage a structure, pose a hazard, diseased, in failing health or interfering with neighboring trees, will be considered for removal.
- Removal requests will be reviewed by a staff arborist and, if necessary, referred to the Committee...”

WHEREAS, on July 7, 2022, the Landscape Committee reviewed a request from the Member at 4021-C to remove one Canary Island Pine tree. The Member cited the reasons as liter/debris, overgrown, and the potential threat of structural damage; and

WHEREAS, staff inspected the condition of the tree and determined it does pose a potential fire threat due to proximity to the fireplace and recommends approving the request for the removal of one Canary Island Pine tree located at 4021-C Calle Sonora; and

WHEREAS, the Committee determined that the tree meets the guidelines set forth in Resolution 03-21-10 and recommends approving the request for the removal of one Canary Island Pine tree located at 4021-C Calle Sonora;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, the Board of Directors approves the request for the removal of one Canary Island Pine tree located at 4021-C; and

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

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RESOLUTION 03-22-XX

Recording of a Lien

WHEREAS, Member ID 931-460-20; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-460-20; and

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

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RESOLUTION 03-22-XX

Recording of a Lien

WHEREAS, Member ID 933-801-07; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 933-801-07; and

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

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RESOLUTION 03-22-XX

Recording of a Lien

WHEREAS, Member ID 931-680-71; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-680-71; and

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

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RESOLUTION 03-22-XX

Recording of a Lien

WHEREAS, Member ID 932-792-42 is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-792-42; and

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

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RESOLUTION 03-22-XX

Recording of a Lien

WHEREAS, Member ID 931-680-74; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-680-74; and

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

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RESOLUTION 03-22-XX

Recording of a Lien

WHEREAS, Member ID 933-030-09; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 933-030-09; and

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

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RESOLUTION 03-22-XX

Recording of a Lien

WHEREAS, Member ID 933-612-25; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 933-612-25; and

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

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RESOLUTION 03-22-XX

Recording of a Lien

WHEREAS, Member ID 933-200-63; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 933-200-63; and

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

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RESOLUTION 03-22-XX

Recording of a Lien

WHEREAS, Member ID 933-040-07; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 933-040-07; and

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

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RESOLUTION 03-22-XX

Recording of a Lien

WHEREAS, Member ID 933-800-28; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 933-800-28; and

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

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RESOLUTION 03-22-XX

Third Mutual Committee Appointments

RESOLVED, July 19, 2022, that the following persons are hereby appointed to serve on the committees and services of this Corporation.

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

Architectural Standards and Control Committee

James Cook, Chair

John Frankel

Ralph Engdahl

Nathaniel Ira Lewis

~~Craig Wayne~~

~~Cris Prince~~

Voting Advisors: Mike Butler and Mike Plean

Communications Committee

Annie McCary, Chair

Donna Rane-Szostak

Cris Prince

James Cook

Mark Laws

Cush Bhada, Alternate

Executive Hearing Committee

Annie McCary, Chair

Ralph Engdahl, Co-Chair

Mark Laws

Jules Zalon, Alternate

John Frankel, Alternate

Finance (Committee of the Whole)

Donna Rane-Szostak, Chair

Non-Voting Advisors: John Hess, Wei-Ming Tao

Investment Ad Hoc Committee

Mark Laws

~~Craig Wayne~~

Donna Rane-Szostak

Garden Villa Recreation Room Subcommittee (Quarterly)

Mark Laws

Donna Rane-Szostak

Nathaniel Ira Lewis

Voting Advisors: Martina Mangan, Sharon Molineri, Lynn Jarrett

Landscape Committee

Nathaniel Ira Lewis, Chair

Annie McCary

Jules Zalon

Ralph Engdahl

Donna Rane-Szostak

Cush Bhada, Alternate

Non-Voting Advisor: Cindy Baker

Maintenance and Construction Committee

Ralph Engdahl, Chair

Mark Laws

John Frankel

~~Craig Wayne~~

~~Cris Prince, Alternate~~

James Cook

Cush Bhada, ~~Alternate~~

Non-voting Advisor – David Bienek, Judith Troutman

New Resident Orientation

Everybody Participates on a Rotating Basis

Water Conservation Committee (Quarterly)

Donna Rane-Szostak, Chair

John Frankel

Cush Bhada

Jules Zalon

Nathaniel Ira Lewis

Non-Voting Advisor: Lee Goldstein

Parking & Golf Cart Task Force

Cush Bhada, Chair
John Frankel
Mark Laws
Ralph Engdahl, Alternate
Non-Voting Advisor: Hal Horne

Resident Policy and Compliance Committee

Mark Laws, Chair
Cush Bhada
Lynn Jarrett
Cris Prince
Nathaniel Ira Lewis, Alternate
Non-Voting Advisors: Stuart Hack

Energy Research Group

Ralph Engdahl
John Frankel
Nathaniel Ira Lewis
Non-Voting Advisors: Sue Stephens, Bill Walsh

RESOLVED FURTHER, that Resolution 03-22-60, adopted June 21, 2022, 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 03-22-XX

GRF Committee Appointments

RESOLVED, July 19, 2022, 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

Annie McCary
Cush Bhada
Jules Zalon, Alternate

Equestrian Center Ad Hoc Committee

Cush Bhada
Annie McCary

GRF Finance Committee

Donna Rane-Szostak
Mark Laws
Craig Wayne, Alternate

Purchasing Ad Hoc Committee (new)

Donna Rane-Szostak
Ralph Engdahl, Alternate
Mark Laws

GRF Landscape Committee

Jules Zalon
Nathaniel Ira Lewis
Annie McCary, Alternate

GRF Maintenance and Construction Committee

Ralph Engdahl
Jim Cook
John Frankel, Alternate

Clubhouse Renovation Ad Hoc Committee

John Frankel
Ralph Engdahl
Cush Bhada, Alternate

GRF Media and Communications Committee

Annie McCary
Jim Cook
Cris Prince, Alternate

Broadband Ad Hoc Committee

Cris Prince
Annie McCary

Mobility and Vehicles Committee

Jim Cook, Alternate
John Frankel
Cush Bhada

Security and Community Access Committee

Annie McCary
~~Craig Wayne~~
Cris Prince
Donna Rane-Szostak, Alternate

Disaster Preparedness

John Frankel
Jim Cook
Donna Rane-Szostak, Alternate

Laguna Woods Village Traffic Hearings

John Frankel
Mark Laws

Strategic Planning Committee

Mark Laws
Nathaniel Ira Lewis

IT Technology Advisory Committee (ITAC)

Mark Laws

Insurance Ad Hoc Committee

Cris Prince
Mark Laws
Jim Cook

Website Ad Hoc Committee

Annie McCary
Mark Laws

RESOLVED FURTHER, that Resolution 03-22-61, adopted June 21, 2022, 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.

ENDORSEMENT (to Board)

Guidelines for Financial Qualifications

At the April 26, 2022 meeting of the Resident Policy and Compliance Committee, several clarifications of the Financial Qualifications Policy were proposed and discussed. Among the suggestions for consideration included inserting the word “U.S.” before ‘residential and income real estate’ in Section II, Net Worth Requirements, subsection b(1).

It was further proposed to insert the word “U.S.” to income requirements, Section III, Section b, before ‘traditional retirement accounts’.

Lastly, Section I reflects in the General Application Requirements, that “a federal income tax return for the most recent year “ is required together with applicable schedules. The Board referred the question of how to address prospective buyers who do not file federal tax returns to the Finance Committee, which met on May 3, 2022. The Finance Committee recommended that the word “U.S.” be inserted in front of ‘Federal Tax returns’.

On May 24, 2022, the Resident Policy and Compliance Committee reviewed Resale Policy.

Pamela Bashline, Community Service Manager, presented Resale Policy. The Committee commented and asked questions.

Director Laws made a motion to approve Resale Policy, Equity of US Property and make changes to II. Net Worth Requirements, Section B: add U.S. in front of residential, and income real estate.

Director Jarrett seconded the motion.

By unanimous vote, the motion carried.

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STAFF REPORT

DATE: June 21, 2022
FOR: Board of Directors
SUBJECT: Guidelines for Financial Qualifications

RECOMMENDATION

Staff recommends the Board consider one amendment to the Net Worth Requirements found in its Guidelines for Financial Qualifications.

BACKGROUND

Third Mutual established Guidelines for Financial Qualifications which were last amended on August 17, 2021 by way of Resolution 03-21-50. The purpose of the policy is to protect the corporation's financial integrity and ensure that prospective members meet a minimum income and asset threshold in order to qualify for membership. The Resident Policy and Compliance Committee reviewed Third's Guidelines for Financial Qualification in three specific areas: equity of non-U.S. property, foreign pensions and the requirement for U.S. tax returns to be submitted with a buyer's application. In April 2022, the committee reached consensus regarding non-U.S. property and foreign pensions. In May 2022, the committee sought advice from the Finance Committee regarding the requirement of U.S. tax returns. Both committees questioned staff with respect to any issues or challenges that may have presented themselves from a historical resale perspective.

DISCUSSION

By consensus at the meeting held May 24, the Resident Policy and Compliance Committee agreed to recommend one clarification to the Guidelines for Financial Qualifications. At Section II, Net Worth Requirements, Subsection B: add "U.S." in front of residential property (ATT 1). No additional changes were deemed necessary and the committee resolved to forward its recommendation to the Board of Directors for consideration at the meeting scheduled for June 14, 2022.

FINANCIAL ANALYSIS

None.

Prepared By: Pamela Bashline, Community Services Manager

Reviewed By: Maria Popescu, Community Services Supervisor

ATTACHMENT(S)

Attachment 1 – Guidelines for Financial Qualifications
Attachment 2 - Resolution

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Guidelines for Financial Qualifications

Resolution 03-~~22-XX~~ 21-50

Adopted ~~August 17, 2021~~ July XX, 2022

The governing documents of Third Laguna Hills Mutual ("Mutual") require each person seeking to acquire an ownership interest in a unit ("Applicant") to obtain the **PRIOR** written approval of the Mutual's Board of Directors ("Board") before doing so. As a condition to obtaining such approval, each Applicant must provide to the Board documentation that conclusively establishes that Applicant satisfies certain financial requirements as set forth in the Mutual's governing documents ("Application"). For the purposes of determining whether an Application will be approved or denied, the Board has adopted these Guidelines for Financial Qualifications ("Guidelines"), which shall remain in effect until such time as these Guidelines may be changed, modified, or amended by a duly adopted Board resolution.

I. General Application Requirements.

- a. As a condition of approval, each Applicant must submit to the Mutual an Application with all of the following documentation provided in a form satisfactory to the Board:
 1. A federal income tax return for the most recent year that is signed, dated, and includes Schedules A, B and E, as applicable, as well as any other financial verification documents requested by the Board. By way of example, but without limitation, other verification documents may be required if any Applicant derives income from a business owned by the Applicant (personally or through a legal entity), in which case the applicable business tax schedule and profit and loss statement may also be required.
 2. Net worth verification pursuant to Section II of these Guidelines.
 3. Income verification pursuant to Section III of these Guidelines.
 4. A completed Financial Statement and Credit Information form.
 5. Verification of the Applicant's identity, which must be a natural person, or a designated individual acting on behalf of a corporation, LLC or Trust.
 6. If the Applicant desires to have a Guarantor to enable the Applicant to Qualify to purchase a unit (as defined below), all documents required pursuant to Section IV of these Guidelines shall also apply to the Guarantor.
 7. If the Applicant desires to purchase more than one (1) unit or already owns at least one (1) unit at the Mutual, all documents required pursuant to Section IV of these Guidelines shall be required for each unit application.
- b. The Board may deny any Application that does not include all of the documentation required herein, in a form consistent with these Guidelines and satisfactory to the Board, except as otherwise required by law.

- c. Any Application (including, without limitation, any document submitted in connection with said Application) that contains false or misleading information will be denied. If an Application was approved and it is later determined that such Application contained false or misleading information and if escrow had not closed by the time such discovery was made the Board may immediately withdraw its approval without the Mutual suffering any liability whatsoever. If escrow, as referenced immediately above, has already closed when the discovery of the false and misleading documentation is discovered, the Applicant will be deemed an owner, not in good standing and will, after a noticed hearing before the Board, be denied the owner's amenity rights, held by an owner in the Mutual, unless such rights are suspended by the Board of Directors.
- d. Notwithstanding anything to the contrary contained herein, if more than one (1) Applicant will acquire an ownership interest or reside in any single unit, such Applicants' income and net worth may, in the Board's sole reasonable discretion, be calculated collectively.

II. Net Worth Requirements.

- a. As a condition of approval, each Applicant shall submit satisfactory verification of net worth that is greater than or equal to the sum of the purchase price of the unit plus one hundred twenty-five thousand dollars (\$125,000) in acceptable assets. NOTE: Applicants owning other properties having mortgage obligations shall provide satisfactory evidence of additional assets sufficient to offset the total mortgage balance(s).
- b. When computing net worth for the purposes of this Section, acceptable assets shall be limited to those assets that are considered, in the Board's sole discretion, to be liquid, marketable or income producing. Examples of acceptable assets include, without limitation, the following:
 - 1. Equity in U.S. residential and income real estate.
 - 2. Savings accounts in U.S. banks and U.S. credit unions.
 - 3. Cash value life insurance.
 - 4. Certificates of deposit and money market accounts.
 - 5. IRA, SEP, 401(k), Profit Sharing and Keogh accounts.
 - 6. Federal, state, or municipal government bonds.
 - 7. U.S. traded investments (e.g., NYSE, Amex, OTC, Nasdaq, etc.) valued at current market prices.
 - 8. Mortgages and promissory notes; provided that the interest in such mortgages or promissory notes is reported on the Applicant's tax return.
- c. When computing net worth for the purposes of this Section, acceptable assets will not include, without limitation, the following:
 - 1. Equity in mobile homes, recreational vehicles, boats, trailers, airplanes, automobiles, or other vehicles of any kind.
 - 2. Vacant or undeveloped real estate.

3. Artwork, jewelry, or other collectibles (e.g., coins, dolls, stamps, etc.).
4. Term life insurance.
5. Annuity funds that cannot be withdrawn in lump sum.
6. Anticipated bequests, devises or inheritances.
7. Mortgages and promissory notes where the interest in such mortgages or promissory notes is not reported on the Applicant's tax return.

III. Income Requirements.

- a. As a condition of approval, each Applicant shall submit satisfactory verification of annual income that is greater than or equal to the sum of the total of the unit's annual mortgage payment plus forty-five thousand dollars (\$45,000) per year.
- b. Traditional retirement account assets (e.g., 401K, ERISA, IRA, Profit Sharing, etc.) will be considered as a source of annual income in accordance with this subsection. For the purposes of the income verification requirement pursuant to subsection (a) above, the portion of an Applicant's traditional retirement account assets attributable to said Applicant's annual income shall be deemed to be the greater of the following:
 1. The mandatory annual distributions for the Applicant's retirement accounts; or
 2. The total amount of the Applicant's retirement accounts *multiplied* by eighty percent (80%), and then *dividing* this product by twenty-five (25) years, as follows:

$$\text{Attributable Income} = (\text{Total Retirement Account Assets} \times 80\%) \div 25$$
- c. Examples of acceptable income verifications include, without limitation, the following:
 1. Federal tax returns from the most recent year.
 2. W-2 forms or paycheck stubs.
 3. Bank, credit union, or investment account statements.
 4. Letters from bankers with verifiable first-hand knowledge of the Applicant's finances.
 5. Notices of annuities and social security payments.
 6. Credit reports.
- d. Examples of unacceptable income verifications include, without limitation, the following:
 1. Letters from employers, accountants, enrolled agents, investment counselors, or attorneys.
 2. Any income not reported on federal income tax returns.

IV. Guarantors.

- a. In the event any Applicant is unable to satisfy the financial requirements set forth in the Mutual's governing documents (including, without limitation, these Guidelines), the Board may permit said Applicant to have a financial guarantor in accordance with this Section IV ("Guarantor").
- b. Each Applicant supported by a Guarantor shall submit proof that their primary residence is located in California, USA and satisfactory verification of a net worth of at least one hundred twenty-five thousand dollars (\$125,000) in acceptable assets, notwithstanding the requirements of Section II and Section III of these Guidelines.
- c. Each Guarantor shall enter into an agreement with the Mutual to become financially responsible, jointly and severally, for all expenses associated with the Applicant's ownership, residency and/or membership at the Mutual ("Assessment/Charges Guarantor Obligation Form"). A Assessment/Charges Guarantor Obligation Form is attached hereto as Exhibit "A" and incorporated in its entirety herein by this reference as if fully set forth in these Guidelines.
- d. Each Guarantor shall submit all of the following documentation in a form satisfactory to the Board:
 1. A fully executed and completed Assessment/Charges Guarantor Obligation Form.
 2. Proof that the Guarantor's primary residence is located in California, USA.
 3. Verification of net worth equal to the sum of the purchase price of the unit plus two hundred thousand dollars (\$200,000) in acceptable assets.
 4. Verification that the Guarantor's annual income is greater than or equal to the sum of the total of the unit's annual mortgage payment plus \$150,000 per year.
 5. A credit report.
- e. The Board may withhold its approval of any Guarantor for, without limitation, any the following reasons:
 1. A Guarantor or Applicant fails to provide all of the documentation as required by subsection (d), above, in a form consistent with these Guidelines and satisfactory to the Board.
 2. A Guarantor is subject to a bankruptcy proceeding that is pending or has not been discharged.
 3. Any foreclosure or short sale of any property owned by the Guarantor.
 4. Any outstanding balances, collection accounts, or judgments owed by the Guarantor.
 5. A Guarantor's credit score is lower than 680.
 6. A Guarantor resides in a primary residence outside of the State of California.
 7. A Guarantor's bank is located outside of the State of California.
 8. A Guarantor already guarantees (1) one or more units within Laguna Woods Village.

9. A Guarantor provides any false or misleading information to the Board.
 10. Any other reasonable grounds that call into question a Guarantor's financial ability or fitness to serve in this capacity on an Applicant's behalf.
- f. Each Guarantor's assurances shall only apply to the Applicant(s) and unit expressly identified on the Assessment/Charges Guarantor Obligation Form. No Guarantor's assurances may be transferred to any other Applicant or unit.

II. **Multiple Units.** As a condition of approval, any Applicant who desires to purchase more than one (1) unit or already owns at least one (1) unit at Third Laguna Hills Mutual, Laguna Woods Mutual No. Fifty or United Laguna Woods Mutual shall submit satisfactory verification of annual income and net worth requirements pursuant to this Section V.

- a. **Net Worth Requirements.** The Applicant shall submit satisfactory verification of net worth that is greater than or equal to the *sum* of the purchase price for each unit *plus* one hundred twenty-five thousand dollars (\$125,000) in acceptable assets per unit, as follows:

Unit 1: purchase price for Unit 1 + \$125,000

Unit 2: purchase price for Unit 1 + \$125,000 +
purchase price for Unit 2 + \$125,000

Unit 3: purchase price for Unit 1 + \$125,000 +
purchase price for Unit 2 + \$125,000 +
purchase price for Unit 3 + \$125,000

- b. **Income Requirements.** The Applicant shall submit satisfactory verification of annual income as follows:

1. Annual Income that is greater than or equal to the *sum* of the following: the total of the first unit's annual mortgage payment *plus* forty-five thousand dollars (\$45,000) per year *plus* the total of the second unit's annual mortgage payment *plus* forty-five thousand dollars (\$45,000) per year *plus* an additional twenty-two thousand five hundred dollars (\$22,500).
2. For each additional unit, the annual income requirement shall be calculated consistent with subsection (b)(1), above – that is, the additional unit's annual mortgage payment *plus* an additional twenty-two thousand five hundred dollars (\$22,500) over the previous annual income requirement, as follows:

Unit 1: annual mortgage payment + \$45,000

Unit 2: annual mortgage payment on Unit 1 + \$45,000 +
annual mortgage payment on Unit 2 + \$45,000 + \$22,500

Unit 3: annual mortgage payment on Unit 1 + \$45,000 +
annual mortgage payment on Unit 2 + \$45,000 + \$22,500 +
annual mortgage payment on Unit 2 + \$45,000 + \$22,500 + \$22,500

EXHIBIT "A"

THIRD LAGUNA HILLS MUTUAL
A California Non-Profit Mutual Benefit Corporation
 (the "Mutual")

ASSESSMENT/CHARGES GUARANTOR OBLIGATION FORM

A. The Parties

Owner(s): _____ (collectively, the "Owner")

Property Address: _____ (the "Property")

Guarantor: _____ ("Guarantor")

B. Guarantee Payment. Guarantor hereby guarantees unconditionally to the Mutual and the Mutual's agents as follows:

- a. Guarantor guarantees unconditionally to be jointly and severally responsible for/liable for all Charges related and charged to the Owner's assessment account.
- b. Guarantor guarantees unconditionally to promptly pay for all HOA assessments, regular or special, compliance assessments, reimbursable assessments, chargeable services etc., late charges, interest, costs, trustee fees, attorney fees, or any other amount charged by the Mutual to the HOA assessment account for the Property, including fines, after a noticed hearing before the Board, reimbursement assessments, special assessments, chargeable services etc. (collectively, the "Charges".)

C. Waiver of Right to Demand Enforcement. Because the Guarantor is jointly and severally liable for the Charges, Guarantor guarantees unconditionally to waive any right to require the Mutual or the Mutual's agents to proceed against the Owner for any default occurring under the Governing Documents before seeking to enforce this Assessment/Charges Guarantor Obligation Form.

D. Broad Interpretation. This Assessment/Charges Guarantor Obligation Form shall be construed as a general, absolute, and unconditional Guaranty of payment and shall continue in perpetuity and said guarantees shall apply to all amounts charged by the Mutual to the Owner's account during the time which the Owner is a title/record owner of the Property. If any of the provisions of this Assessment/Charges Guarantor Obligation Form shall be determined to be invalid or unenforceable under applicable law, such provision shall, insofar as possible, be construed or applied in such manner as will permit enforcement.

E. Enforcement.

- a. The Mutual may enforce this Assessment/Charges Guarantor Obligation Form without being obligated to resort first to any security or any other remedy against the Owner, and

Guarantor hereby waives any notice of default and/or any right to cure same and there shall be no presentment or dishonor hereunder.

- b. This Assessment/Charges Guarantor Obligation Form is general and shall inure to, and may be relied upon and enforced by, any successor or assign of the Mutual.

- c. This Assessment/Charges Guarantor Obligation Form shall be governed by the laws of the State of California and the parties specifically agree that any legal action brought under this Assessment/Charges Guarantor Obligation Form or any underlying lease shall be brought only in Orange County, California, which Court is agreed to have jurisdiction over the parties.
- d. The Parties waive the right to a jury trial in any such legal action.
- e. If the Guarantor breaches this Assessment/Charges Guarantor Obligation Form, the Mutual shall be entitled to a full award of attorney fees, costs and expenses relative to any enforcement efforts taken, including any litigation pursued to enforce this Assessment/Charges Guarantor Obligation Form. Guarantor agrees to pay the Mutual's actual attorney fees, costs, and expenses in the enforcement of the Governing Documents and this Assessment/Charges Guarantor Obligation Form, whether before the lawsuit/proceeding is filed, after the lawsuit/proceeding is filed, or in any and all trial and appellate tribunals, whether suit be brought or not, if, after default, counsel shall be employed by the Mutual.
- f. All amounts due to the Mutual hereunder shall bear interest at the highest rate allowed by law from the date of default.

F. Modification. Alteration, Modification or Revocation of this Assessment/Charges Guarantor Obligation Form is not permitted unless otherwise agreed to and signed by the Parties in writing.

G. No Strict Performance Required. Failure of the Mutual to insist upon strict performance or observance of any of the terms of the Governing Documents or to exercise any right held by the Mutual will not diminish the enforceability of this Assessment/Charges Guarantor Obligation Form. Guarantor agrees that the foregoing obligations shall in no way be terminated, affected, or impaired by reason of any action which the Mutual may take, or fail to take against the Owner, or by reason of any waiver of, or failure to enforce, any of the rights or remedies to the Mutual in the Governing Documents and all amendments thereto.

H. Binding on Successors. The obligations of Guarantor shall be binding upon Guarantor and his/her/their successors and assigns.

I. Effective Immediately Upon Signature. Guarantor fully understands this Assessment/Charges Guarantor Obligation Form is neither a reference, credit check, nor application, that the Mutual has relied on Guarantor's representations and warranties contained herein and it is fully effective upon Guarantor's signature.

IN WITNESS WHEREOF, this Assessment/Charges Guarantor Obligation Form is executed this ____ day of _____, 20____.

By: _____

Dated: _____

Print Name: _____

Address: _____

Phone Number: _____

E-Mail: _____

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
) ss.
COUNTY OF)

On _____, before me, _____, a Notary Public in and for the State of California, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the forgoing paragraph is true and correct.

WITNESS my hand and official seal.



RESOLUTION 03-22-XX

Clarification of Guidelines for Financial Qualifications Policy

WHEREAS, Third Laguna Hills Mutual (Third) is formed to manage, operate and maintain housing at Laguna Woods Village; and

WHEREAS, Third is authorized to adopt rules and regulations to carry out the purposes of this Corporation through its board of directors; and

WHEREAS, Third desires to protect the financial integrity of the Corporation; and

WHEREAS, Third has expressed the need to clarify select income and net worth provisions of its Guidelines for Financial Qualifications Policy;

NOW, THEREFORE BE IT RESOLVED, July 19, 2022, the Board of Directors of this Corporation hereby introduces one amendment to the Financial Qualifications Policy, which amends Section II, Net Worth Requirements, Subsection B to add “U.S.” before residential property; and

RESOLVED FURTHER, that Resolution 03-21-50, adopted August 17, 2021, is hereby suspended in its entirety and canceled; and

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

JUNE Initial Notification—28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied

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ENDORSEMENT (to Board)

Distribution of Printed Materials

During the 2021 election cycle the Compliance Division received reports from members concerning placement of printed materials on doorknobs/doors throughout Third. The member's concerns include, but are not limited to, printed materials trapped in the door screen, transmission of germs from unknown person's touching the doorknobs, and the overall look of multiple materials hung from doorknobs.

The current Distribution of Printed Materials states "...materials that are distributed door-to-door may only be left on the surface of the thresholds of front doors. Material may not be hung from doorknobs nor placed in USPS delivery points, nor left on vehicles in carports..."

On May 24, 2022, the Resident Policy and Compliance Committee reviewed Distribution of Printed Materials.

Blessilda Wright, Compliance Supervisor, presented Distribution of Materials. The Committee commented and asked questions.

Director Jarrett made a motion to approve Distribution of Printed Materials Policy with corrections to the Staff Report and Resolution to include Printed

Director Laws seconded the motion.

By unanimous vote, the motion carried.

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STAFF REPORT

DATE: June 21, 2022
FOR: Resident Policy & Compliance Committee
SUBJECT: Distribution of Printed Materials Policy

RECOMMENDATION

Receive and file report.

BACKGROUND

The Board created a Residency Policy and Compliance Committee to review policies and processes for consistency. The committee has identified areas of improvement including, but not limited to, the need to amend the Distributing- Posting Printed Materials Policy.

On June 19, 2007, the Third Laguna Hills Mutual (Third) Board of Directors (Board) adopted the Distributing of Printed Material policy to provide guidelines on door-to-door distribution of material, petitions and posting of material's within Third.

On December 28, 2021, the Resident Policy and Compliance Committee reviewed the policy and determined to table the item to the January meeting for further review by the committee members.

On March 2, 2022, the Resident Policy and Compliance Committee reviewed the policy and directed staff to make the following changes and bring back to the next committee meeting:

- II. Definitions, Section E: Add resolution number into the sentence.
- III. General Conditions, Section A: Any Materials, including petitions to gather signatures, to be distributed to Third Mutual residents shall bear the name of the individual who accepts responsibility of the posting as its sources.
- III. General Conditions, Section E be removed.
- V. Conditions for Petitions, Section A: remove 'or their designated representative.'

On April 26, 2022, the Resident Policy and Compliance Committee reviewed the policy and directed staff to make the following changes and bring back to the next committee meeting:

- Change title to Distribution of Printed Materials
- II. Definitions, Section C: remove
- II. Definitions, Section D: Types of Printed Materials which can be distributed.
- III. General Conditions, Section A: Any materials, including petitions to gather signatures, to be distributed to Third Mutual residents shall bear the name of the representative who accepts responsibility for the source of material, distribution and/or posting.
- VI. Conditions for Posting of Materials, Section A: Posting locations are limited to those areas reserved for posting, such as Laundry Room bulletin boards and that are available only for residents.
- VI. Conditions for Posting of Materials, Section B: remove 'per resident'

- VII. Enforcement: remove 'to the Laundry Room' and change to "caused by posting or distribution of printed materials.

DISCUSSION

During the 2021 election cycle the Compliance Division received reports from members concerning placement of printed materials on doorknobs/doors throughout Third. The member's concerns include, but are not limited to, printed materials trapped in the door screen, transmission of germs from unknown person's touching the doorknobs, and the overall look of multiple materials hung from doorknobs.

The current Distribution of Printed Materials states "...materials that are distributed door-to-door may only be left on the surface of the thresholds of front doors. Material may not be hung from doorknobs nor placed in USPS delivery points, nor left on vehicles in carports..."

FINANCIAL ANALYSIS

There is no financial impact.

Prepared By: Blessilda Wright, Compliance Supervisor

Reviewed By: Francis Gomez, Operations Manager

ATTACHMENT(S)

Attachment 1: Distribution of Printed Materials Posting Policy

Attachment 2: Resolution 03-XX-XX, Distribution of Printed Materials

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Distribution of Printed Materials Policy
Resolution 03-22-XX; Adopted XX XX, 2022

I. Purpose

The purpose of this document is to define the policies of Third Laguna Hills Mutual ("Third") regarding the distribution of materials.

II. Definitions

For the purposes of this policy:

- a. Community Rules - the Articles of Incorporation, Bylaws, the recorded Covenants, Conditions, and Restrictions (CC&Rs); and any rules and regulations adopted by Third. Any reference to the "Governing Documents" shall, for purposes of this Policy, be deemed a reference to the Community Rules set forth in this definition.
- b. Distributor: Individual who is a resident of Laguna Woods Village.
- c. Types of Printed Materials which can be Distributed - publications, advertisements by Laguna Woods Village Clubs, announcements, campaign material, petitions, and related printed literatures.
- d. Nuisance – Anything which is injurious to health, indecent or offensive to the senses, causes an unreasonable disturbance or annoyance, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property, is a nuisance. (Civ. Code § 3479). Additionally, see Nuisance Policy, Resolution 03-20-28.
- e. Resident - is defined as any person who has been approved by the Board of Directors for occupancy in Laguna Woods Village.
- f. Third - the corporate homeowners association that was formed in 1970 and by 1984 had acquired the assets and liabilities by vote of each of the 59 individual mutuels within the larger Leisure World (now Laguna Woods Village), a common interest development, with full authority to "manage, operate, and maintain" them. Also known as Corporation. Also known as the Mutual.

III. General Conditions

- a. Any materials, including petitions to gather signatures, to be distributed to Third Mutual residents shall bear the name of the representative who accepts responsibility for the source of material, distribution and/or posting.
- b. Printed Materials and Postings must be removed after thirty (30) days by the distributor.
- c. Printed Materials that do not comply with these rules will be subject to removal.
- d. All material must comply with state and federal laws.

IV. Conditions for Distribution of Materials

- a. Door- to-door distribution of Materials shall be permitted, as long as the act of distributing such Material does not rise to the level of creating a nuisance to residents.
- b. Door-to-door distribution may only be left on the surface of the thresholds of front doors or hung from doorknobs. Material may not be placed in USPS delivery points, nor left on vehicles in carports.

V. Conditions for Petitions

- a. Only residents are permitted to gather signatures on petitions.
- b. The petition must remain in the possession of the signature gatherer.
- c. Unattended petitions are not allowed.

VI. Conditions for Posting of Materials

- a. Posting location are limited to those areas reserved for posting, such as Laundry Room bulletin boards and that are available only for residents.
- b. Only one posting per subject matter is allowed on the posting site.
- c. Posting size shall not exceed 6" by 8".
- d. Any material considered lewd, libelous or vulgar is not permitted.

VII. Enforcement

Third Members are personally responsible for ensuring that the rules, regulations, and policies are followed by anyone they allow into the Community. This includes any Co-occupant, Lessee, Guest or Vendor.

Third is authorized to take disciplinary action against a Member found to be in violation of the Distribution of Materials Policy. When a violation occurs the Board is obligated to evaluate and impose if appropriate, member-discipline as set forth in the governing documents. The Board of Directors has the authority to impose monetary fines, suspend Member privileges, and/or bring forth legal action. Additionally, the Board may seek reimbursement for remediation cost associated with damage caused by posting or distribution of printed materials.

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RESOLUTION 03-22-XX

Distribution of Printed Materials Policy

WHEREAS, the Resident Policy and Compliance Committee has recommended revising the Distributing-Posting Printed Materials Rules to fairly and reasonable address placement of materials within Third; and

WHEREAS, the Board recognized the need to amend the rules to align with the changing needs of the community;

NOW THEREFORE BE IT RESOLVED, July 19, 2022, that the Board of Directors of this Corporation hereby approves the amended Distributing-Posting Printed Materials Rules, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, the Distributing-Posting Printed Materials Rules will now be known as the Distribution of Printed Materials Policy; and

RESOLVED FURTHER, that Resolution 03-07-59 adopted June 19, 2007 is hereby superseded in its entirety 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 purpose of this resolution.

JUNE Initial Notification—28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied

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ENDORSEMENT (to Board)

Deactivation of Cable Service as a Disciplinary Action

On May 16, 2017, the Third Laguna Hills Mutual (Third) Board of Directors (Board) established Resolution 03-17-49, Deactivation of Cable/Internet Services at a Delinquent Member's Unit. The current policy only allows for the Board to hold a disciplinary hearing and suspend cable/internet service for delinquent accounts only.

The purpose of the amendment is to provide clarifying language allowing suspending cable/internet services as a possible disciplinary action for matters brought before the Board.

On June 28, 2022, the Resident Policy and Compliance Committee reviewed Deactivation of Cable Service as a Disciplinary Action.

Blessilda Wright, Compliance Supervisor, presented Deactivation of Cable Service as a Disciplinary Action report. The Committee commented and asked questions.

Director Prince made a motion to amend the Deactivation of Cable/Internet Services for a Delinquent Member's Unit to expend all disciplinary matters. Director Bhada seconded the motion.

By consensus, the motion carried.

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STAFF REPORT

DATE: June 28, 2022
FOR: Resident Policy & Compliance Committee
SUBJECT: Deactivation of Cable Service as a Disciplinary Action

RECOMMENDATION

Staff recommends amend the Deactivation of Cable/Internet Services at a Delinquent Member's Unit to expand to all disciplinary matters.

BACKGROUND

On May 16, 2017, the Third Laguna Hills Mutual (Third) Board of Directors (Board) established Resolution 03-17-49, Deactivation of Cable/Internet Services at a Delinquent Member's Unit. The current policy only allows for the Board to hold a disciplinary hearing and suspend cable/internet service for delinquent accounts only.

On November 7, 2017, the Golden Rain Foundation (GRF) Board of Directors (Board) approved Resolution 90-17-38, Suspend Cable/Internet in the Event of a Disciplinary Action giving authority to the housing mutual to suspend cable/internet service for disciplinary cases.

On May 24, 2022, the Resident Policy and Compliance Committee discussed including suspension of cable/internet services as a possible disciplinary action for matters brought before the Board.

DISCUSSION

The purpose of the amendment is to provide clarifying language allowing suspending cable/internet services as a possible disciplinary action for matters brought before the Board.

Prepared By: Blessilda Wright, Compliance Supervisor

Reviewed By: Francis Gomez, Operations Manager

ATTACHMENT(S)

Attachment 1: Resolution 03-17-49, Deactivation of Cable/Internet Service at a Delinquent Member's Unit

Attachment 2: Resolution 03-22-XX, Deactivation of Cable/Internet Service as a Disciplinary Action



RESOLUTION 03-17-49

Revision to Deactivation of Cable Service at a Delinquent Member's Unit, when a Member becomes 60-Days Delinquent

WHEREAS, Third Laguna Hills Mutual desires to strengthen delinquency collection procedures; and

WHEREAS, the Collection and Lien Enforcement Policy And Procedures For Assessment Delinquencies states "Failure to pay the assessments or failure to pay interest, a late fee, and/or the Administrative Collection Fee may also result in suspension of Membership in and the ability to use the facilities or services provided by the Golden Rain Foundation of Laguna Woods or by this Mutual"; and

WHEREAS, the GRF Board adopted Resolution 90-15-09 which authorizes GRF, at the request of the Mutual, to take disciplinary or suspension action against a Mutual Member which includes, but is not limited to, the suspension of the Mutual Member's right to use the cable TV system;

NOW THEREFORE BE IT RESOLVED, on May 16, 2017 that the Board of Directors hereby approves deactivation of cable service at a delinquent member's unit, when a Member becomes 60-days delinquent on assessments, fines, fees, or chargeable services, currently or hereafter, except when a member's payment plan is approved by the Board and remains current; and

RESOLVED FURTHER, that Resolution 03-15-100 adopted July 21, 2015 is hereby superseded and cancelled; and

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



RESOLUTION 03-22-XX

Deactivation of Cable/Internet Services as a Disciplinary Action

WHEREAS, Third Laguna Hills Mutual (Third) desires to strengthen disciplinary actions; and

WHEREAS, the Board recognizes the need to expand the option to deactivate cable/internet service to all disciplinary matters when cases are brought for a disciplinary hearing; and

WHEREAS, the GRF Board adopted Resolution 90-17-38 which GRF authorizes, Third, to take disciplinary action against a Member which includes, but is not limited to, the suspension of the Member's right to use the cable/internet services;

NOW THEREFORE BE IT RESOLVED, on August 16, 2022 that the Board of Directors hereby approves deactivation of cable/internet services as a disciplinary action; and

RESOLVED FURTHER, that Resolution 03-17-49 adopted May 16, 2017 is hereby superseded and cancelled; and

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

JULY INITIAL NOTIFICATION

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply Civil Code §4360.

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Chair's Report for July 19, 2022 Board Meeting

SLIDE 1 – Through the reporting period of **May 31, 2022**, total revenue for Third was \$18,093K compared to expenses of \$13,665K, resulting in a net revenue of \$4,428K.

SLIDE 2 – In Finance, we keep a close eye on the operating portion of our financial results. The Operating Fund shows an operating surplus of \$1,475K through the reporting period. This chart shows how much of our revenue went into operations, with \$11,918K coming in from assessments and \$775K coming from non-assessment revenue. This is compared to operating expenditures of \$11,218K (without Depreciation).

SLIDE 3 – This next chart takes the full income statement and compares those results to budget. We can see that Third ended the period better than budget by \$3,151K when combining both operating and reserve revenues and expenses.

SLIDE 4 – The most significant variances from budget were attributable to:

- **Outside Services \$1,852K**; Favorable variance resulted in various areas. Copper Pipe Remediation is favorable by \$333K, as there has been no program activity. Moisture Intrusion work is favorable by \$450K due to the timing of payments. Building Structures has a favorable variance of \$477K due to for fire damage, rain leaks and plumbing leaks coming in lower than anticipated at budget preparation. Landscape Modification has a favorable variance of \$137K due to a delay in contract approval. Tree maintenance is favorable by \$172K due to the availability of contractors.
- **Insurance \$612K**; Favorable variance was due to an increase in the 2022 budget. The budget assumes a substantial property insurance premium increase at the June 2022 renewal. The yearly renewal amount for property, earthquake, was approximately \$7.85M compared to a yearly budget of \$8.1M.
- **Employee Compensation & Related \$514K**; Favorable variance resulted primarily due to open positions in M&C departments and Landscape. Impacted areas include ground maintenance, damage restorations, carpentry, and plumbing. Recruitment is in progress to fill current open positions.
- **Legal Fees \$162K**; Favorable variance due to a lower demand for legal services than budgeted.

SLIDE 5 – On this pie chart, we show non-assessment revenues received to date of \$837K by category, starting with our largest revenue generating categories of Chargeable Services, Permit Fee, Lease Processing Fee - Third, Laundry Revenue, Resale Processing Fee – Third, and so on.



Chair's Report for July 19, 2022 Board Meeting

SLIDE 6 – On this pie chart, we see the expenses to date of \$13,665K by category, starting with our largest categories of Employee Compensation & Related, Insurance, Utilities, Outside Services, and so on.

SLIDE 7 – The non-operating fund balance on May 31, 2022 was \$31,471K. YTD contributions and interest were \$5,399K while YTD expenditures were \$2,391K.

SLIDE 8 – We compare the non-operating fund balances to historical fund balances for the past five years on this chart, which has averaged \$29Million. Third Laguna Hills Mutual has been committed to supporting reserve requirements while providing more contingency funds for unexpected events.

SLIDE 9 – We have a slide here to show resale history from 2020 - 2022. Through May 31, 2022, Third sales totaled 196, which is 15 higher than prior year for the same time period. The average YTD resale price for a Third Mutual was \$520K, which is \$73K higher than prior year for the same time period.

Financial Report

As of May 31, 2022



| INCOME STATEMENT (in Thousands) | | ACTUAL |
|------------------------------------|--|----------|
| Assessment Revenue | | \$17,256 |
| Non-assessment Revenue | | \$837 |
| Total Revenue | | \$18,093 |
| Total Expense | | \$13,665 |
| Net Revenue/(Expense) | | \$4,428 |

Financial Report

As of May 31, 2022



| OPERATING INCOME STATEMENT (in Thousands) | | ACTUAL |
|--|--|----------|
| Assessment Revenue | | \$11,918 |
| Non-assessment Revenue | | \$775 |
| Total Revenue | | \$12,693 |
| Total Expense ¹ | | \$11,218 |
| Operating Surplus | | \$1,475 |

1) excludes depreciation

Financial Report

As of May 31, 2022



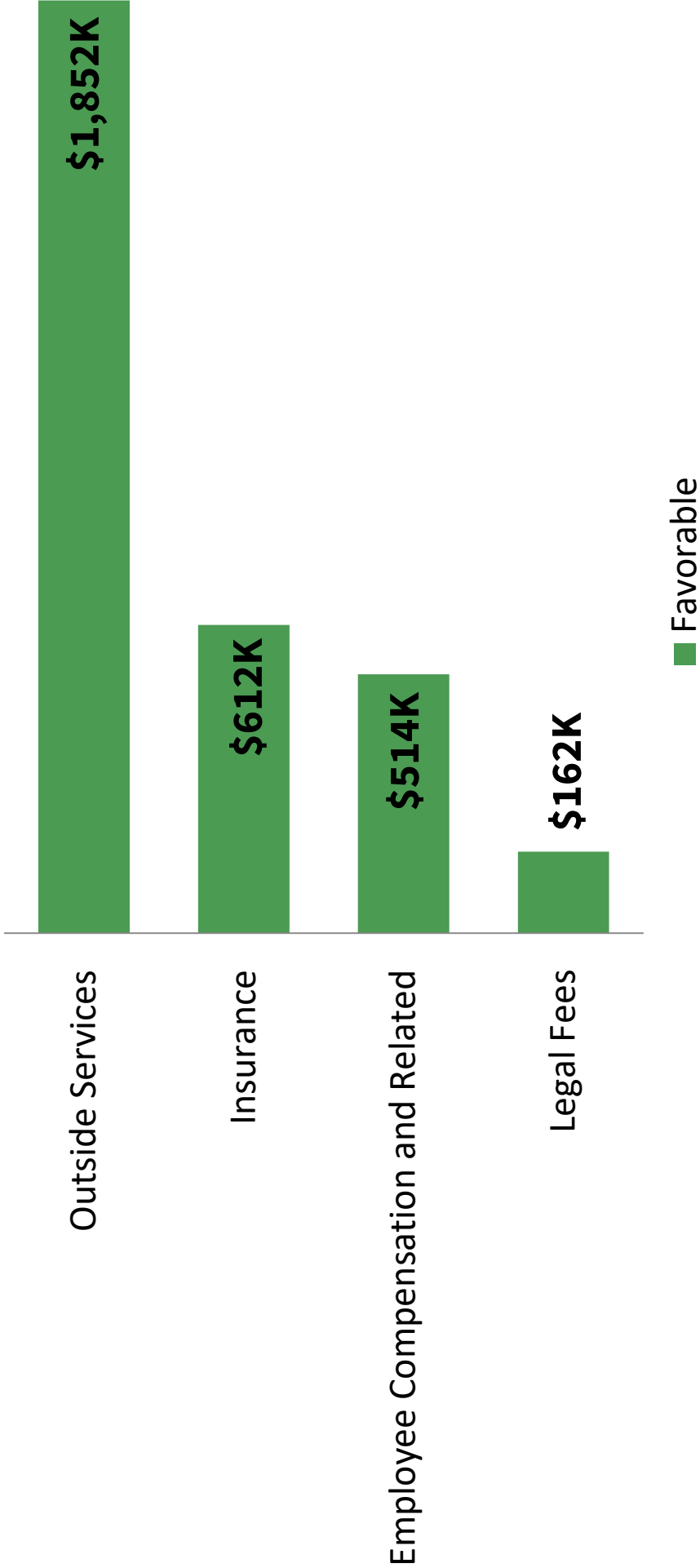
| INCOME STATEMENT (in Thousands) | ACTUAL | BUDGET | VARIANCE B/(W) |
|------------------------------------|----------|----------|-------------------|
| Assessment Revenue | \$17,256 | \$17,256 | \$0 |
| Non-assessment Revenue | \$837 | \$870 | (\$33) |
| Total Revenue | \$18,093 | \$18,126 | (\$33) |
| Total Expense | \$13,665 | \$16,849 | \$3,184 |
| Net Revenue/(Expense) | \$4,428 | \$1,277 | \$3,151 |

Financial Report

As of May 31, 2022



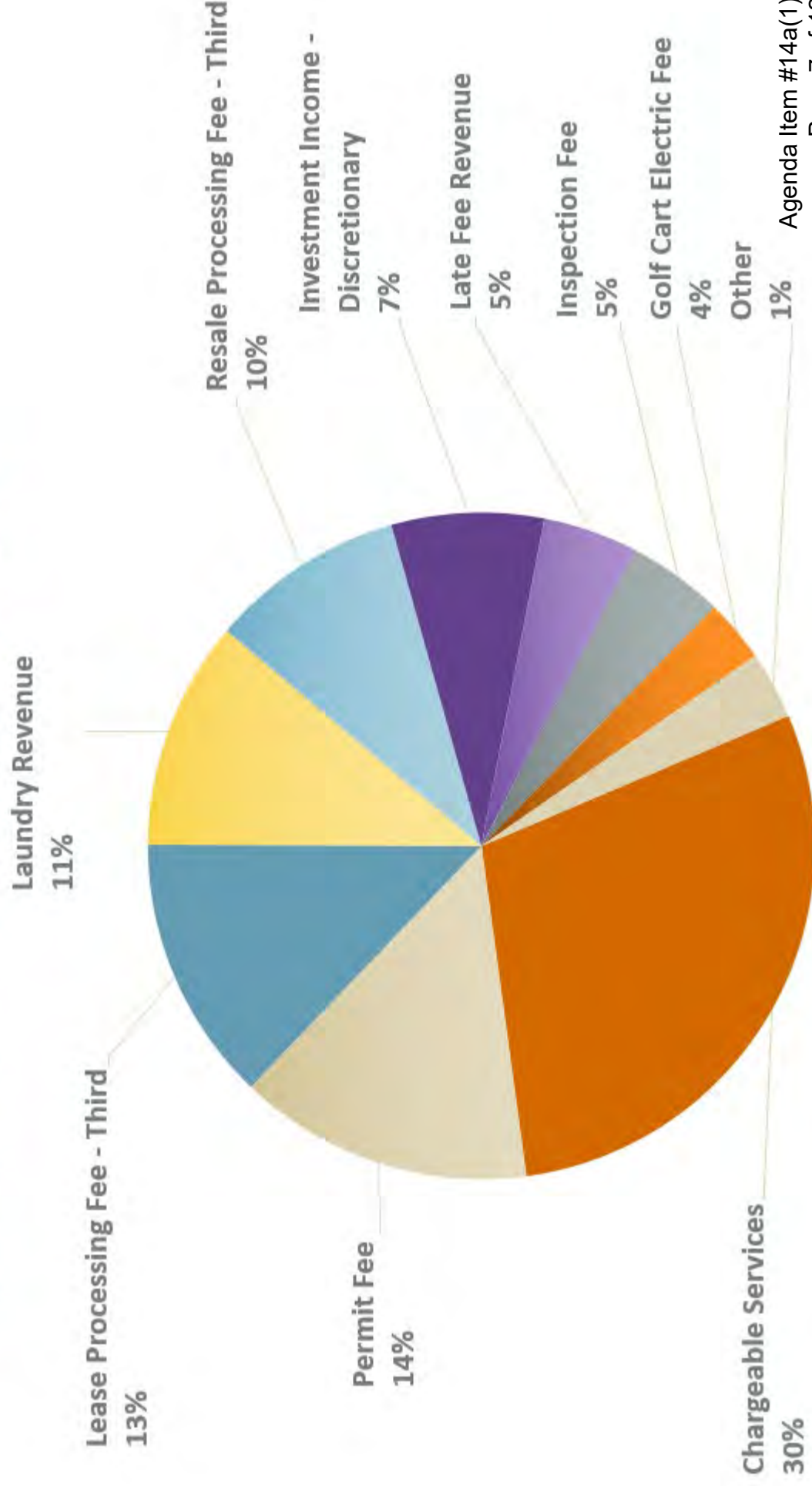
Year to Date Variances



Financial Report

As of May 31, 2022

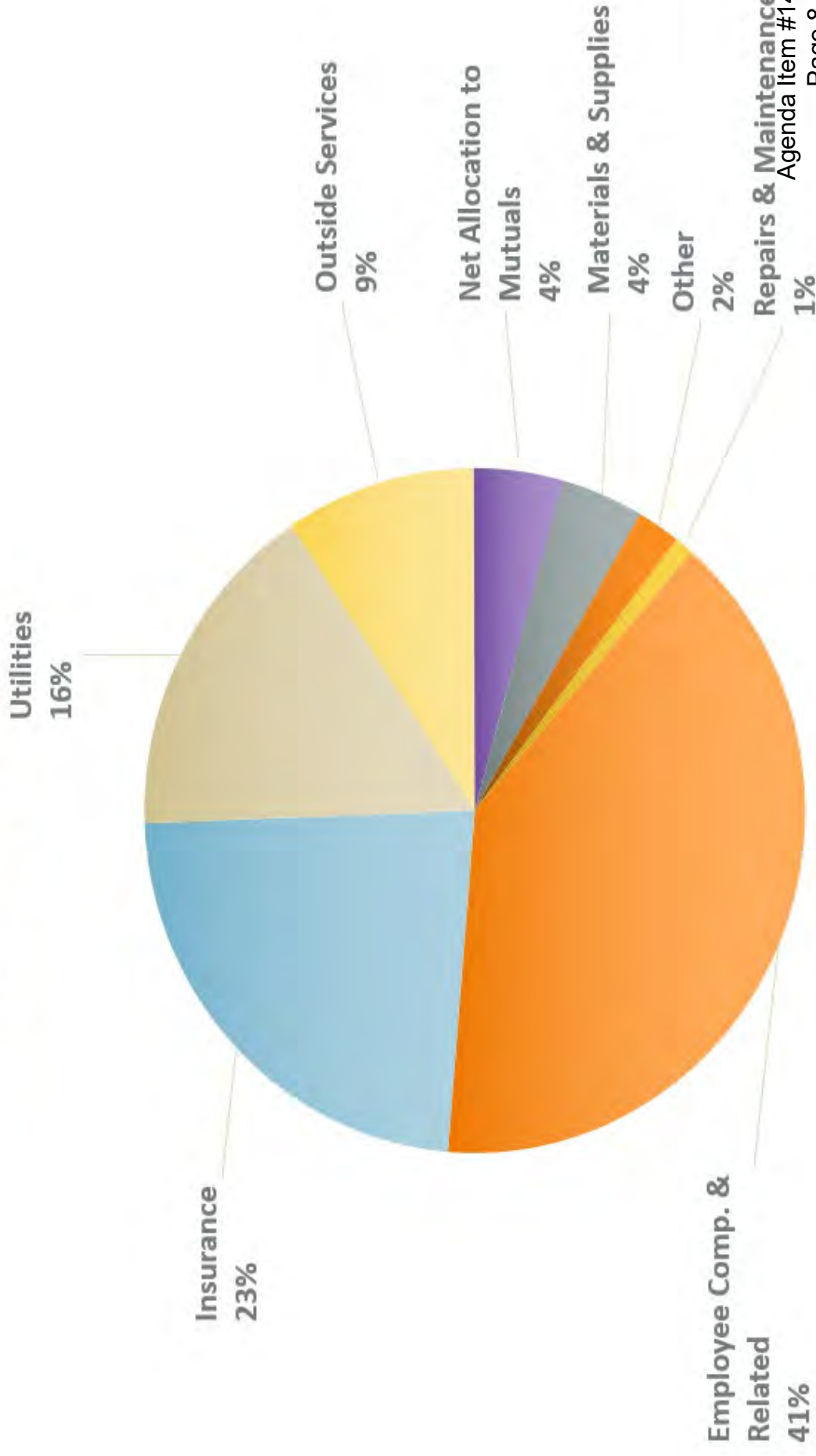
Total Non Assessment Revenues \$837,255



Financial Report

As of May 31, 2022

Total Expenses \$13,665,355



Financial Report

As of May 31, 2022



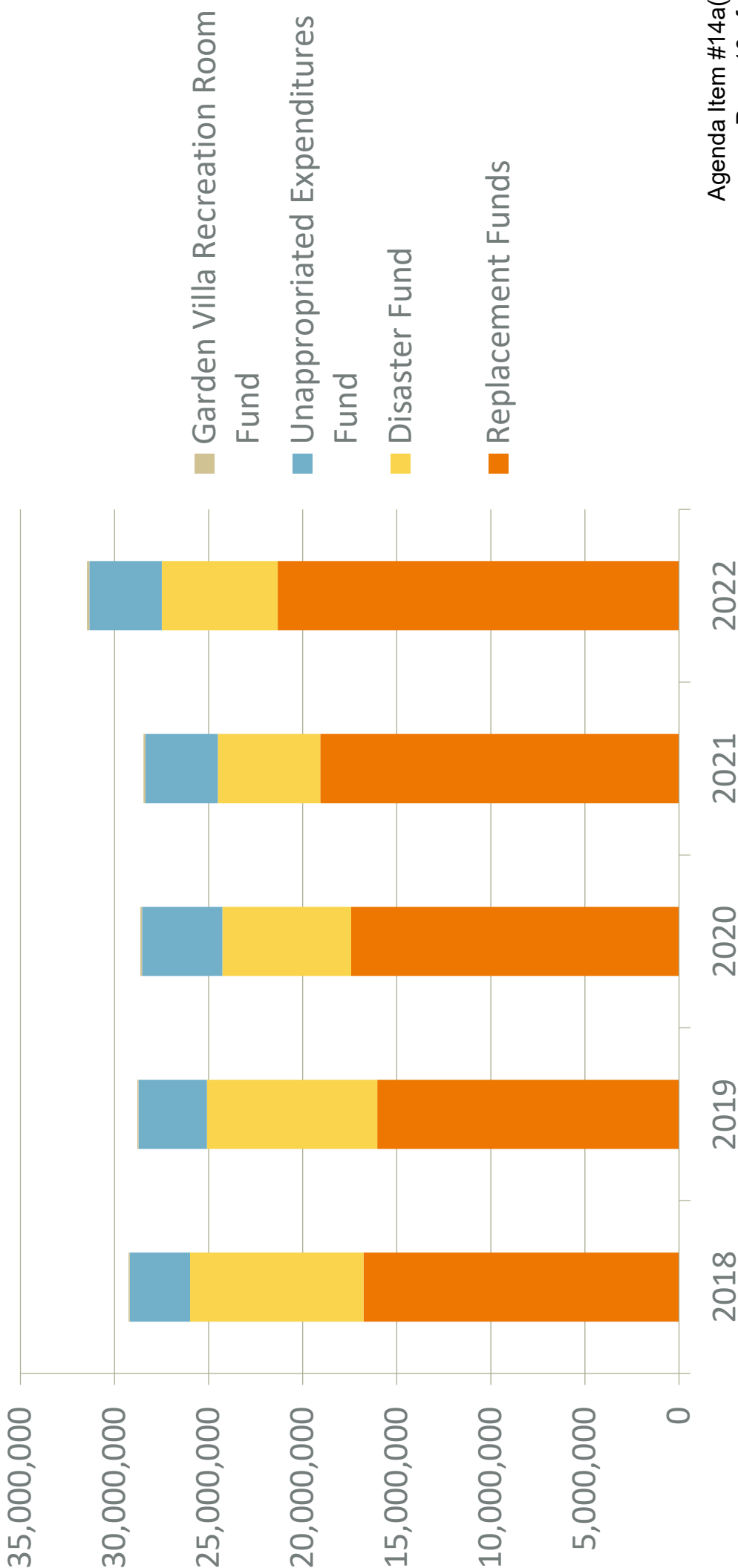
| NON OPERATING FUND BALANCES (in Thousands) | Replacement Funds* | Garden Villa Fund | Disaster Fund | Unappropriated Expenditures Fund | TOTAL |
|--|-----------------------|----------------------|------------------|--|----------|
| Beginning Balances: 1/1/22 | \$19,069 | \$104 | \$5,442 | \$3,847 | \$28,462 |
| Contributions & Interest | 4,683 | 37 | 675 | 4 | 5,399 |
| Expenditures | 2,427 | 18 | (54) | 0 | 2,391 |
| Current Balances: 5/31/22 | \$21,325 | \$123 | \$6,171 | \$3,851 | \$31,470 |

* Includes Elevator and Laundry Funds

Financial Report

As of May 31, 2022

FUND BALANCES – Third Mutual

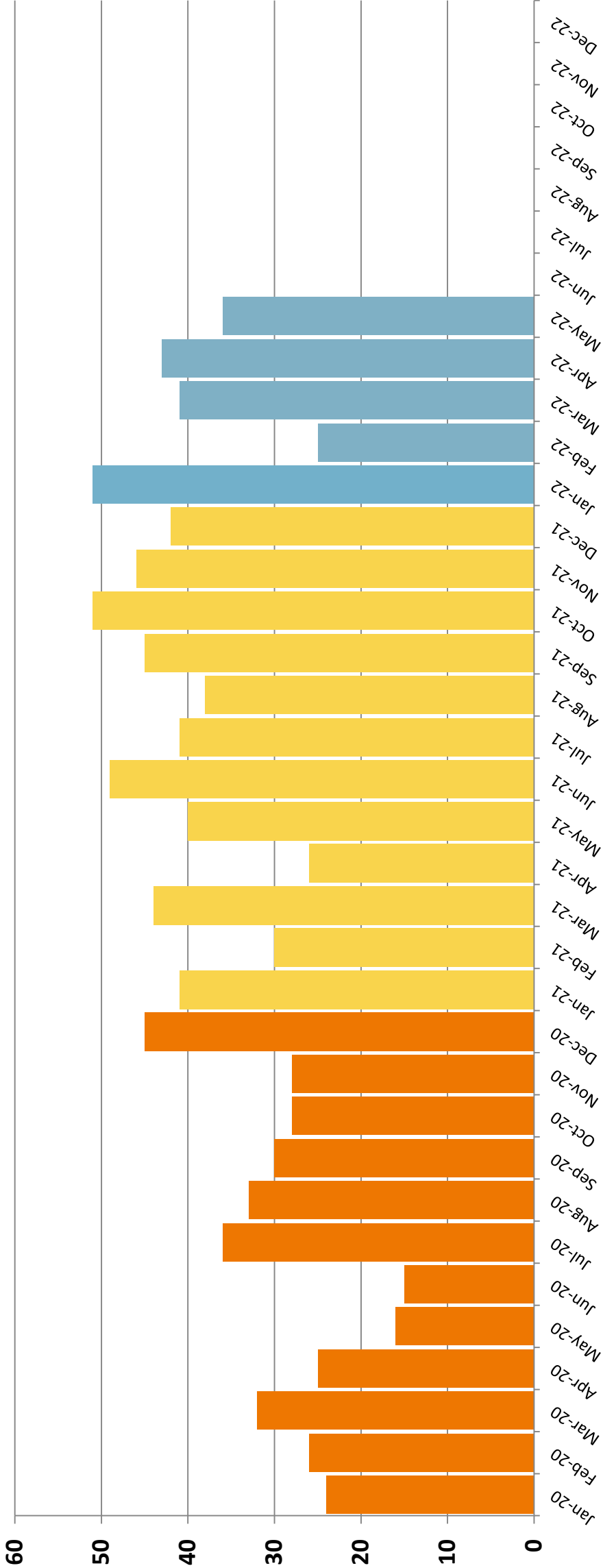


Financial Report

As of May 31, 2022

RESALE HISTORY – Third Mutual

| | NO. OF RESALES | AVG. RESALE PRICE |
|----------|-------------------|----------------------|
| YTD 2020 | 123 | \$427,276 |
| YTD 2021 | 181 | \$446,600 |
| YTD 2022 | 196 | \$519,809 |



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FINANCE COMMITTEE MEETING REPORT OF THE REGULAR OPEN SESSION

Tuesday, July 5, 2022 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: Donna Rane-Szostak, Ralph Engdahl, Jim Cook, John Frankel, Annie McCary, Ira Lewis, Cush Bhada, Mark Laws, Cris Prince, Jules Zalon

DIRECTORS ABSENT: None.

ADVISORS PRESENT: None.

STAFF PRESENT: Steve Hormuth, Jose Campos, Erika Hernandez

Call to Order

Director Donna Rane-Szostak, Treasurer, chaired and called the meeting to order at 1:34pm.

Acknowledgement of Media

The meeting was streamed through Granicus and made available via Zoom for members of the community to participate virtually.

Approval of Meeting Agenda

A motion was made and carried unanimously to approve the agenda as presented.

Approval of Meeting Report for June 7, 2022

A motion was made and by consensus, the meeting report was approved as presented.

Chair Remarks

Director Rane-Szostak welcomed community members and recognized the Finance department's great effort to maintain lower monthly assessments in 2023, emphasized the importance of preventative maintenance and encouraged residents to participate in the upcoming budget meetings.

Member Comments (Items Not on the Agenda) None.

Department Head Update

Steve Hormuth, Director of Financial Services, discussed the upcoming 2023 Business Plan budget meeting scheduled for July 15th where Version 2 will be reviewed. Furthermore, Mr. Hormuth provided an update on the \$7.6M insurance renewal payment made on June 30, 2022. Director Rane-Szostak made an additional comment regarding the May 2022 year-to-date favorable variance is primarily due to being short-staffed and anticipates the surplus will shrink as positions are filled.

Preliminary Financial Statements dated May 31, 2022

Jose Campos, Assistant Director of Financial Services, presented the Preliminary Financial Statements dated May 31, 2022. Questions were addressed and noted by staff.

Endorsements from Standing Committees None.

Future Agenda Items None.

Committee Member Comments

None.

Date of Next Meeting

Tuesday, August 2, 2022 at 1:30 p.m.

Recess to Closed Session

The meeting recessed at 2:30 p.m.

Donna Rane-Szostak

Donna Rane-Szostak (Jul 10, 2022 15:28

PDT _____)

Donna Rane-Szostak, Chair

Monthly Resale Report

PREPARED BY

MUTUAL

REPORT PERIOD

Community Services Department

Third

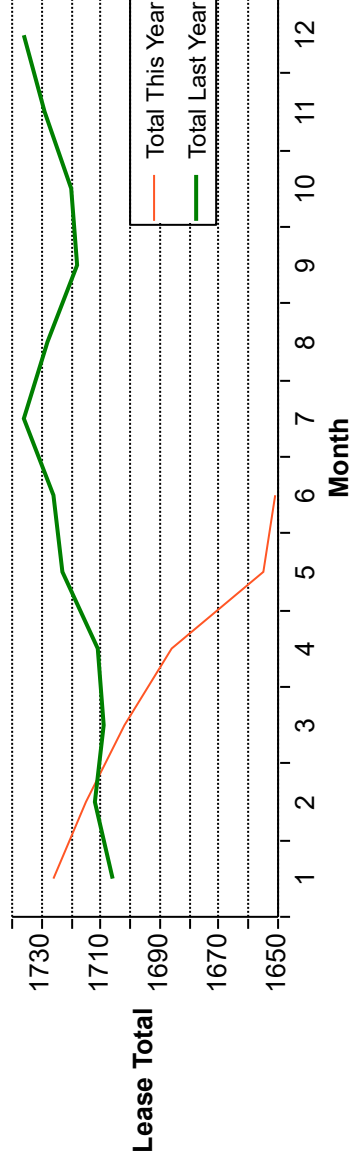
June, 2022

| MONTH | NO. OF REALES | | TOTAL SALES VOLUME IN \$\$ | | AVG RESALE PRICE | |
|----------------|---------------|-----------|----------------------------|----------------|------------------|-------------|
| | THIS YEAR | LAST YEAR | THIS YEAR | LAST YEAR | THIS YEAR | LAST YEAR |
| January | 51 | 41 | \$22,789,400 | \$16,433,725 | \$446,851 | \$400,823 |
| February | 25 | 30 | \$12,688,000 | \$11,904,525 | \$507,520 | \$396,818 |
| March | 41 | 44 | \$19,655,200 | \$20,903,100 | \$479,395 | \$475,070 |
| April | 43 | 26 | \$27,123,000 | \$12,851,400 | \$630,767 | \$494,285 |
| May | 36 | 40 | \$19,627,005 | \$18,741,800 | \$545,195 | \$468,545 |
| June | 40 | 49 | \$23,297,900 | \$25,804,388 | \$582,448 | \$526,620 |
| July | | * 41 | | * \$17,901,388 | | * \$436,619 |
| August | | * 38 | | * \$18,292,000 | | * \$481,368 |
| September | | * 45 | | * \$20,638,940 | | * \$458,643 |
| October | | * 51 | | * \$22,829,400 | | * \$447,635 |
| November | | * 46 | | * \$23,744,300 | | * \$516,180 |
| December | | * 44 | | * \$20,172,500 | | * \$458,466 |
| TOTAL | 236.00 | 230.00 | \$125,180,505 | \$106,638,938 | | |
| ALL TOTAL | 236.00 | 495.00 | \$125,180,505 | \$230,217,466 | | |
| MON AVG | 39.00 | 38.00 | \$20,863,418 | \$17,773,156 | \$532,029 | \$460,360 |
| % CHANGE - YTD | 2.6% | | 17.4% | | 15.6% | |

% Change calculated (ThisYear - LastYear)/LastYear

* Amount is excluded from percent calculation

Monthly Active Leasing Report 2022 Period 6 (Mutual 3)



| Year | Month | 1 to 3 Month | 4 to 6 Month | 7 to 12 Month | 12+ Month | Total This Year | Total Last Year | % Leased Last Year | % Leased This Year | % Change | Total Renewals | Total Expirations |
|------|-----------|-----------------|-----------------|------------------|--------------|--------------------|--------------------|-----------------------|-----------------------|----------|-------------------|----------------------|
| 2022 | January | 14 | 26 | 255 | 1,431 | 1,726 | 1,706 | 28.3 | 28.0 | 0.3 | 125 | 39 |
| 2022 | February | 15 | 24 | 267 | 1,409 | 1,715 | 1,712 | 28.1 | 28.1 | 0.0 | 123 | 49 |
| 2022 | March | 16 | 22 | 289 | 1,375 | 1,702 | 1,709 | 27.9 | 28.0 | -0.1 | 137 | 55 |
| 2022 | April | 11 | 16 | 314 | 1,345 | 1,686 | 1,711 | 27.6 | 28.0 | -0.4 | 142 | 62 |
| 2022 | May | 7 | 11 | 330 | 1,307 | 1,655 | 1,723 | 27.1 | 28.2 | -1.1 | 113 | 50 |
| 2022 | June | 8 | 14 | 356 | 1,273 | 1,651 | 1,726 | 27.1 | 28.3 | -1.2 | 185 | 72 |
| 2022 | July | | | | | | 1,736 | | | | | |
| 2022 | August | | | | | | 1,728 | | | | | |
| 2022 | September | | | | | | 1,718 | | | | | |
| 2022 | October | | | | | | 1,720 | | | | | |
| 2022 | November | | | | | | 1,729 | | | | | |
| 2022 | December | | | | | | 1,736 | | | | | |



OPEN MEETING

**REPORT OF THE REGULAR OPEN MEETING OF THE
THIRD LAGUNA HILLS MUTUAL
ARCHITECTURAL CONTROLS AND STANDARDS COMMITTEE***

**Monday, June 27, 2022 – 9:30 a.m.
Laguna Woods Village Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, CA 92637**

MEMBERS PRESENT: Jim Cook, Ralph Engdahl, John Frankel, Nathaniel Lewis, Craig Wayne

MEMBERS ABSENT: None

OTHERS PRESENT: **Third:** Cris Prince, Jules Zalon
Advisors: Michael Butler, Michael Plean

STAFF PRESENT: Baltazar Mejia - Maintenance & Construction
Assistant Director, Ian Barnette – Maintenance &
Construction Assistant Director, Robbi Doncost,
Manor Alterations Manager, Sandra Spencer -
Administrative Assistant

1. Call Meeting to Order

Chair Cook called the meeting to order at 9:30 a.m.

2. Acknowledgement of Media

Chair Cook noted that the meeting was broadcasting on Granicus and Zoom.

3. Approval of Agenda

Hearing no objection, the agenda was approved by consensus.

4. Approval of Meeting Report for May 23, 2022

Hearing no objection, the meeting report was approved by consensus. Director Lewis abstained.

B. 3456-A Raise Ceiling Heights

Mr. Mejia introduced the variance and the committee discussed details of the raising the ceilings in the living room and other ceilings in the manor.

A motion was made and carried to allow the ceilings to be raised at 3456-A. Voting Advisor Butler abstained.

The committee agreed that this type of variance can now be considered an Over the Counter Variance.

C. 5214 Room Addition in Exclusive Use Common Area

Mr. Mejia introduced the variance and the committee discussed details of extending the living and dining rooms into exclusive use common area.

A motion was made and carried to allow the room addition at 5214. Voting Advisor Butler abstained.

New Business:

8. Disciplinary Rules on Contractors – Jules Zalon

Mr. Zalon commented on the importance of members to be able protect themselves against contractors who violate rules and hold them liable by having them sign a contract. Discussion ensued regarding whether a contractor would agree to be subject to discipline; be willing to sign a such a contract; the different rules for each mutual; and the need for streamlining the process.

Staff was directed to begin compiling all the contractor rules for editing and eventual submission to the Compliance Committee and for legal review prior to submission to the board for future inclusion in the mutual consent packet.

Items for Future Agendas:

- Review of Suggested Revisions to Disciplinary Rules for Contractors

Concluding Business:

9. Committee Member Comments

Chair Cook commented on the need to work out the bugs in an attempt to reduce the packet size and amount of time staff dedicates to preparing the agenda packets; that more clarity of the floorplans in the presentation would be helpful; suggested agenda

B. 3456-A Raise Ceiling Heights

Mr. Mejia introduced the variance and the committee discussed details of the raising the ceilings in the living room and other ceilings in the manor.

A motion was made and carried to allow the ceilings to be raised at 3456-A. Voting Advisor Plean abstained.

The committee agreed that this type of variance can now be considered an Over the Counter Variance.

C. 5214 Room Addition in Exclusive Use Common Area

Mr. Mejia introduced the variance and the committee discussed details of extending the living and dining rooms into exclusive use common area.

A motion was made and carried to allow the room addition at 5214. Voting Advisor Plean abstained.

New Business:

8. Disciplinary Rules on Contractors – Jules Zalon

Mr. Zalon commented on the importance of members to be able protect themselves against contractors who violate rules and hold them liable by having them sign a contract. Discussion ensued regarding whether a contractor would agree to be subject to discipline; be willing to sign a such a contract; the different rules for each mutual; and the need for streamlining the process.

Staff was directed to begin compiling all the contractor rules for editing and eventual submission to the Compliance Committee and for legal review prior to submission to the board for future inclusion in the mutual consent packet.

Items for Future Agendas:

- Review of Suggested Revisions to Disciplinary Rules for Contractors

Concluding Business:

9. Committee Member Comments

Chair Cook commented on the need to work out the bugs in an attempt to reduce the packet size and amount of time staff dedicates to preparing the agenda packets; that more clarity of the floorplans in the presentation would be helpful; suggested agenda

items need to be submitted to the Chair two weeks ahead of the meeting date; and thanked Director Wayne for his service on the committee.

Director Engdahl commented that he would like more photos included in the agenda packet and does not require a staff report.

Advisor Butler asked how many variance requests are pending to which Mr. Mejia replied that there are currently approximately 10 in different stages of review. He also commented on the disciplinary rules he has seen in the past and suggested using those as a starting point to create a simplified contract.

Advisor Plean commented that he would like future agenda packets to include diagrams and photographs along with staff's recommendations for variance requests.

Mr. Mejia commented on the accessibility of the Contractor Rules on the website.

10. Date of Next Meeting – July 25, 2022

11. Adjournment

The meeting was adjourned at 10:41 a.m.



Jim Cook, Chair

Jim Cook, Chair
Baltazar Mejia, Staff Officer
Telephone: 949-597-4616



OPEN MEETING

**REPORT OF THE REGULAR MEETING OF THE
THIRD LAGUNA HILLS MUTUAL
MAINTENANCE AND CONSTRUCTION COMMITTEE***

**Thursday, July 7, 2022 at 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

MEMBERS PRESENT: Ralph Engdahl - Chair, Cush Bhada, James Cook

MEMBERS ABSENT: John Frankel, Mark Laws

OTHERS PRESENT: Dave Bienek, Judith Troutman - Advisors

STAFF PRESENT: Manuel Gomez – Maintenance & Construction Director,
Bart Mejia – Maintenance & Construction Assistant
Director, Ian Barnette – Maintenance & Construction
Assistant Director, Guy West – Projects Division Manager,
Laurie Chavarria – Sr. Management Analyst, Sandra
Spencer – Administrative Assistant

1. Call to Order

Chair Engdahl called the meeting to order at 1:30 p.m.

2. Acknowledgement of Media

Chair Engdahl noted that there was no media present.

3. Approval of Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Report from May 2, 2022

Advisor Troutman requested the meeting report be corrected to reflect her absence from the May 2, 2022 committee meeting. Hearing no objections, the meeting report was approved as corrected.

5. Chair's Remarks

Chair Engdahl had no remarks.

6. Member Comments – *(Items Not on the Agenda)*

- A member commented on roofing contract costs and policies
- A member commented on electrical issues and animal droppings in manor attic
- A member commented on upgrading electrical outlets in underground parking garages for EV charging, observations of water run-off from sprinklers, and a foul odor emanating from sewage treatment center

Staff responded to the member comments and will follow up individually after further research and investigation.

7. Department Head Update

Mr. Gomez introduced the mutual operating rules document and where it can be found on the website. A short excerpt was provided to the committee to highlight the Chargeable Services process for members who may wish to dispute charges including the rule that the committee would appoint a subcommittee to hear member disputes. It was noted that the entire committee had also heard disputes in the past. Discussion ensued and ultimately the committee decided that a panel be selected according to the rules.

Staff will reach out to the committee to find 3 volunteers to investigate a pending case.

Mr. Gomez discussed the possibility of removing a planter in Building 2369 which was previously a water feature due to two moisture intrusion events. There are similar planters in other buildings but no other complaints of leaks. Staff is recommending removal but will ask the other manor owners in the building if they agree and bring the results back to the committee for direction.

Consent:

All matters listed under the Consent Calendar are considered routine and will be enacted by the committee by one motion. In the event that an item is removed from the Consent Calendar by members of the committee, such item(s) shall be the subject of further discussion and action by the committee.

8. Project Log

The project log was pulled for discussion. Director Bhada and Advisor Troutman asked for clarification on a number of items and staff answered questions.

Staff was directed to include more details on several line items on future project logs.

9. Solar Production Report

Hearing no objections, the Consent Calendar was approved unanimously.

For Discussion and Consideration:

10. RFP for SB326 – Visual Inspections of Exterior Elevated Elements

Mr. West summarized the requirement for the inspections via PowerPoint in advance of the contract award to be presented in closed session immediately following the open meeting.

Items for Future Agendas: *All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.*

- Spray Polyurethane Foam (SPF) Roof Systems Update
- Policy to address reimbursements for MI events when residents pay for work due to delay in response from VMS
- Report on the feasibility of additional solar installations

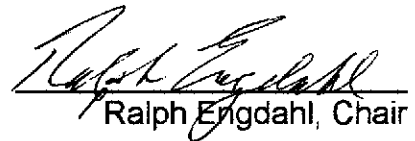
Concluding Business:

11. Committee Member Comments

- Advisor Bienek asked about the process for reporting an emergency roof leak and asked questions about the current roofing contract. Mr. West responded to the comments.
- Advisor Troutman thanked staff for good reporting.
- Director Cook directed staff to suggest additional Chargeable Services to benefit members.

12. Date of Next Meeting: September 12, 2022

13. Recess – The meeting was recessed at 2:59 p.m.



Ralph Engdahl, Chair

Ralph Engdahl, Chair
Manuel Gomez, Staff Officer
Telephone: 949-268-2380

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OPEN MEETING

**REPORT OF THE REGULAR OPEN MEETING OF THE
THIRD LAGUNA HILLS MUTUAL
PARKING AND GOLF CART SUBCOMMITTEE**

**Wednesday, May 25, 2022 – 1:30 p.m.
24351 El Toro Road, Laguna Woods, California
Board Room and Virtual with Zoom**

MEMBERS PRESENT: Cush Bhada - Chair, John Frankel, Mark Laws
MEMBERS ABSENT: None
OTHERS PRESENT: Hal Horne - Advisor
STAFF PRESENT: Baltazar Mejia – Maintenance & Construction
Assistant Director (in for Manuel Gomez), Tom
Siviglia – Security Operations Manager, Laurie
Chavarria – Sr. Management Analyst, Sandra
Spencer - Administrative Assistant

1. Call Meeting to Order and Establish a Quorum

The meeting was called to order at 1:30 p.m.

2. Acknowledgement of the Media

The meeting was broadcast on Granicus and Zoom.

3. Approval of the Agenda

Chair Bhada requested that a discussion regarding Parking Concerns in CDS 33 be added as Item 9c. The agenda was approved as amended.

4. Approval of the Meeting Report for March 23, 2022

The meeting report was approved as written.

5. Chair's Remarks

Chair Bhada had no comments.

6. Member Comments (Items Not on the Agenda)

None.

7. Department Head Update

None.

8. Unfinished Business

a) Update on RFP for Electrical Engineering Services in CDS 317

Mr. Mejia informed the committee that electrical engineering services in CDS 317 will not be pursued.

On the issue of EV charging; Mr. Mejia and SCE visited CH1, CH2, and CH5 to investigate potential sites for ten Level 2 charging spaces at GRF facilities. The committee asked questions and Mr. Mejia explained the costs and terms of the partnership.

Discussion ensued on issuing a potential moratorium on charging permits for electric vehicles in carports; how to increase and improve village amenities; pricing for permits; and enforcement.

Staff was directed to present a report at a future committee meeting with pricing for a Level 3 charger and include information about potential incentives or grants that might be available.

Staff was further directed to prepare a Rough Order of Magnitude for solar panel installation on carports to be used as individual EV charging stations.

b) Additional Golf Cart Parking at 3299 Via Carrizo/CDS 326

Mr. Mejia introduced the topic via a PowerPoint presentation summarizing that adding 4 uncovered car parking spots would cost approximately \$40,000. Discussion among the committee ensued resulting in the decision not to pursue additional parking in CDS 326.

c) Striping for GV Parking Garages

Mr. Mejia and Mr. Siviglia informed the committee that Garden Villa Parking Garages are restriped on an as-needed basis. Discussion ensued about potentially adding this service to the building paint schedule, and whether or not there should be numbers painted on the ground. Ultimately, the committee decided to leave the topic to the GVA Association to address, should that association wish to pursue the matter.

The committee directed staff to remove the item from future agendas.

d) Consideration of Sublease Agreements Between Manor Owners

Mr. Mejia and Mr. Siviglia introduced the topic and potential complications of managing and tracking parking space sublease agreements. Mr. Siviglia answered questions from the committee regarding potential scenarios; whether or not a parking spot is recorded on the property deed; if and why cars are cited; and discussion ensued. Ultimately, the practice is discouraged.

The committee directed staff to remove the item from future agendas.

9. New Business

a) Discuss Defining a Process for Assessing Additional Parking Needs Throughout Third Mutual

The committee discussed various potential methods for assessing additional parking needs and directed staff to add item to the next agenda under Unfinished Business.

b) Discuss Parking Concerns in CDS 344

Tom Siviglia assured the committee that Security and Compliance are both aware of the parking concerns in CDS 344. The committee discussed the policies for courtesy notices, citations, and towing.

Staff was directed to update the committee at the next meeting.

c) Discuss Parking Concerns in CDS 33

A member communicated directly with the Chair their request to have curbs painted red in CDS 33 due to difficulty exiting the parking area, traffic bottlenecks, and an excessive number of cars parked on the street.

Security and Maintenance and Construction staff was directed to investigate the cul-de-sac, and if a safety issue is determined, issue a work order to paint the curbs red. The committee asked that a status update be provided at the next committee meeting.

Items for Future Agendas: *All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.*

- Potential Revenue from Tesla for Charging Stations
- Update on CDS 33 Red Curb Request

- Update on CDS 344 Parking Concerns

Concluding Business:

10. Subcommittee Member Comments

None.

11. Date of Next Meeting: July 27, 2022

12. Adjournment

The meeting was adjourned at 3:18 p.m.



Cush Bhada, Chair

Cush Bhada, Chair
Manuel Gomez, Staff Officer
Telephone: 949-268-2380



OPEN MEETING

**MINUTES OF THE REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
GARDEN VILLA RECREATION ROOM SUBCOMMITTEE**

**Thursday, May 26, 2022 – 1:30 PM
Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, CA 92637**

MEMBERS PRESENTS: Lynn Jarrett- Chair, John Frankel

MEMBERS ABSENT: Nathaniel Ira Lewis, Donna Rane-Szostak

ADVISORS PRESENT: Marti Mangan, Sharon Molineri

ADVISORS ABSENT: None

STAFF PRESENT: Moe Bector- Interim Staff Officer, Chontelle Crite

1. Call to Order

Chair Jarrett called the meeting to order at 1:37 p.m.

2. Acknowledgement of Media

Chair Jarrett noted no members of the media were present.

3. Approval of the Agenda

Chair Jarrett made a motion to approve the agenda. Director Frankel seconded the motion.

By consensus, the motion carried.

4. Approval of Meeting Report for February 23, 2022

Chair Jarrett made a motion to approve the meeting report of February 23, 2022. President Mangan seconded the motion.

By consensus, the motion carried.

5. Chair's Remarks

Chair Jarrett stated she is pleased with the progress of the recreation rooms.

6. Member Comments - *(Items Not on the Agenda)*

No member comments were provided.

Items for Discussion:

7. Garden Villa Recreation Room Budget Reserves Fund

Staff summarized the renovation summary and answered questions from the Subcommittee.

8. 2022 Garden Villa Recreation Room Budget

Chair Jarrett stated a motion to increase the monthly contributions by .25 cents each year for the next five years was passed by majority vote in a previous meeting.

Staff will report in the next Garden Villa Recreation Room Subcommittee meeting of the previous minutes that stated the approval of .25 cent increase to monthly contributions.

9. Water Heater and Epoxy Flooring Budget Summary

Staff reported for 2022 there are no water heaters planned for replacement according to the 10-year lifecycle but there is a \$2,900 contingency fund in case of emergency.

Staff identified there are three kitchens and bathrooms for the Garden Villa Recreation rooms scheduled for epoxy starting July 11th. According to the program that started in 2017, 28 recreation room floors remain to be completed.

10. 2022 Garden Villa Recreation Room Expenditures Summary

Staff summarized the renovation summary and answered questions from the Subcommittee.

11. Recreation Room Component Replacement List

An overview and explanation of the component replacement list was made.

12. Recreation Room Carpeting Color Palette (Oral Discussion)

Staff reported originally there were four carpet color palette options. One option was discontinued leaving residents with three options. Staff presented one sample for replacement.

Staff recommended the subcommittee members to review carpet samples and select a fourth option at the next meeting.

Items for Future Agendas:

TBD

Concluding Business:

- **Subcommittee Member Comments**

Chair Jarrett complemented staff member and appreciate the hard work.

Subcommittee complemented staff on their communication and accommodations made for the members.

- **Date of Next Meeting:** TBD
- **Adjournment**

The meeting was adjourned at 1:52PM



Lynn Jarrett, Chair

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OPEN MEETING

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
LANDSCAPE COMMITTEE**

**Thursday, July 7, 2022 – 9:30 AM
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center, 24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Ira Lewis, Ralph Engdahl, Jules Zalon, Donna Rane-Szostak, Alternate - Cush Bhada

COMMITTEE MEMBERS ABSENT Annie McCary (Excused)

OTHERS PRESENT: Yvonne Horton

ADVISORS PRESENT: None.

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call to Order

Chair Lewis called the meeting to order at 9:32 a.m.

2. Acknowledgement of Media

No media was present.

3. Approval of the Agenda

Chair Lewis added a future agenda item titled: Discussion with Water Conservation Committee to Develop a Policy for Members Watering Common Areas.

4. Approval of the June 2, 2022 Report

The meeting report was approved by unanimous consent.

5. Committee Chair Remarks

Director Lewis stated that he did not have many comments, other than to say that he did not expect a large crowd today, but he is happy to see the participation.

Director Lewis instructed the audience to complete a speaker card if they wished to make a member comment for an item not listed on the agenda. Director Lewis also asked the audience to please hold any other comments until the appropriate agenda item is discussed.

6. Department Head Update

6a. Project Log

Mr. Wiemann reviewed the Project Log and answered some questions.

6b. Tree Work Status Report

7. Member Comments (Items Not on the Agenda)

Several members made comments and asked questions. Topics included the following:

- Tree trimming and removal
- Fire hardening within the Gate 11 area
- Shrub replacement
- Complements for the crews
- Weeds

8. Response to Member Comments

Mr. Wiemann informed a member that he has just hired an additional Administrative Assistant who will be responsible for following-up with members on their requests. Kurt also stated that he would look into this specific request and send someone out to the unit this week, or next.

Mr. Wiemann apologized for any confusion regarding the Fire Hardening program in the Gate 11 area. He continued to inform the audience that he and the CEO, Siobhan Foster, met with the Fire Marshall regarding the project. Mr. Wiemann stated that the Fire Marshall suggested the Mutual begin fire hardening in yellow zones to prepare for next year, due to Cal Fire anticipating that yellow zones will become red zones in 2023. Mr. Wiemann informed the audience that, as a compromise to the original plan of trimming shrubs two-feet below windows, the landscape crews will now instead be removing foliage from the bottom foot of shrubs in yellow and red zones.

Items for Discussion and Consideration

9. Tree Removal Request: 4021-C Calle Sonora – One Canary Island Pine Tree

Director Rane-Szostak made a motion to accept staff recommendation to remove one Canary Island Pine tree located at 4021-C. Director Engdahl seconded. The committee was in unanimous support.

10. Water Mandates Discussion

Mr. Wiemann informed the committee that he met with the General Manager of El Toro Water District on Tuesday, and no further mandates have been implemented at this time. Members made comments and asked questions.

Future Agenda Items:

11. Discussion with Water Conservation Committee to Develop a Policy for Members Watering Common Areas Concluding Business:

12. Committee Member Comments

None.

13. Date of Next Meeting – Thursday, August 4 2022, at 9:30 a.m.

14. Adjournment at 10:15 a.m.

N. Ira Lewis (Jul 12, 2022 14:25 PDT **N. Ira Lewis**)
Ira Lewis, Chair
Kurt Wiemann, Staff Officer
Jayanna Abolmoloki, Landscape Administrative Assistant
949-268-2565

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OPEN MEETING

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
WATER CONSERVATION COMMITTEE**

Thursday, April 28, 2022 – 2:00 p.m.

VIRTUAL MEETING ONLY

Laguna Woods Village Community Center 24351 El Toro Road

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Donna Rane-Szostak, Lynn Jarrett, John Frankel, Cush Bhada

COMMITTEE MEMBERS ABSENT: Nathaniel Lewis

OTHERS PRESENT: None

ADVISORS PRESENT:

STAFF PRESENT: Bob Merget, Eve Morton

1. Call to Order

Chair Rane-Szostak called the meeting to order at 2:01 p.m.

2. Acknowledgement of Media

No media was present.

3. Approval of the Agenda

Director Bhada made a motion to approve the agenda. The committee was in unanimous support

4. Approval of the Meeting Report from November 9, 2021

Director Jarrett made a motion to approve the Report. The committee was in unanimous support.

5. Committee Chair Remarks

Chair Rane-Szostak stated that at the end of March, El Toro Water District (ETWD) declared a Level Two water shortage and are requesting a decrease of water usage of eleven to twenty percent. They are requesting no car washing be done but Third already does not allow car washing. Residents should not be using their hose for any watering.

Residents are doing a wonderful job conserving water and are now being asked to do a little bit more.

Bob Merget, the Village Arborist and Support Manager of Landscape Department, reported that the watering just once a week restriction is not currently in place in Orange County.

The Irrigation Master Control Project is out to bid right now. When that system is in place, it will save a considerable amount of water for the Village. It will be a 3-5-year project.

If ETWD goes to Level Three, there will be reduction in run times of sprinklers for turf areas. We will also have to look at watering of shrubs and slopes.

Chair Rane-Szostak stated that Mr. Merget will be making presentation on trees at next week's Third Mutual Landscape Committee meeting.

Consent:

None

Reports:

6. Third Mutual Water Usage

Chair Rane-Szostak reviewed the three water charts provided in the committee packet.

She stated that starting last August, there has been a decline in residential water use each month.

The amount of rain received has a direct correlation to lower levels of landscape water use since Landscape does less during those rainy months.

Items for Discussion and Consideration:

7. Village Television and El Toro Water District

We have three ETWD directors who live in the Village. They do spots on TV6. Dennis Cafferty from ETWD attended and answered questions at a recent Board meeting. There was also a recent panel on water use and it is on the Village YouTube channel if you would like to watch it.

8. Update on Additional Ways to Educate Village Residents Regarding Water Usage

None.

Highlights

9. Earth Day Activities – Advisor Lee Goldstein

Mr. Goldstein is the Chair of the Laguna Woods Earth Day Event sponsored by the Concerned Citizens Group, and stated that last Thursday, at Clubhouse 1, there was an Earth Day program from 1-4 p.m.

“There is a way” was the theme of this year’s Earth Day.

He reviewed the groups who spoke at the event.

There were 12 exhibitors.

There were about 130 attendees and the hope to expand that attendance in the future.

Discussion that garbage disposal problems can cause water intrusion events.

Organic waste was discussed.

Items for Future Agendas:

10. Identify Items for Future Agendas

Organic recycling containers

Concluding Business

11. Member Comments (Items Not on the Agenda)

None.

12. Response to Member Comments

None.

13. Committee Member Comments

Several general comments were made.

14. Date of Next Meeting is Thursday, July 28, 2022

15. Adjournment at 2:48 p.m.

Donna Rane-Szostak

Donna Rane-Szostak (May 24, 2022 14:58 PDT)

Donna Rane-Szostak, Chair

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OPEN MEETING

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
RESIDENT POLICY AND COMPLIANCE COMMITTEE**

Tuesday, June 28, 2022 – 9:30 A.M.
Board Room/Virtual Meeting
Laguna Woods Village Community Center
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Mark Laws, Chair, Cris Prince, Cush Bhada, John Frankel and Jules Zalon

MEMBERS ABSENT: None

ADVISORS PRESENT: Stuart Hack

ADVISORS ABSENT: None

STAFF PRESENT: Blessilda Wright

CALL TO ORDER

Mark Laws, Chair, called the meeting to order at 9:30 a.m.

ACKNOWLEDGEMENT OF MEDIA

The Media was not present.

APPROVAL OF AGENDA

Director Prince made a motion to approve the agenda as presented. Director Bhada seconded the motion.

By consensus, the motion carried.

APPROVAL OF MEETING REPORTS

Director Bhada made a motion to approve the May 24, 2022 meeting report as corrected. Director Zalon seconded the motion.

By unanimous vote, the motion carried.

CHAIRMAN'S REMARKS None

MEMBER COMMENTS ON NON-AGENDA ITEMS

Mr. John Royce of (957-O Calle Aragon) wanted to discuss the Equestrian Center's riding program.

Director Bhada and Staff advised Mr. Royce that he would need to speak with GRF Community Activity Committee or GRF Equestrian Ad Hoc Committee as his question is a GRF matter.

REPORTS

None

ITEMS FOR DISCUSSION AND CONSIDERATION

Member Disciplinary Process

Blessilda Wright, Compliance Supervisor, presented the Member Disciplinary Process report. The Committee commented and asked questions.

No action was taken by the Committee as the presentation was for educational purposes.

Board Member Participation in Committees

Ms. Wright presented Board Member Participation in Committees report. The Committee commented and asked questions.

Chair Laws made a motion to amend Board Member Participation in Committees to include clarifying language to state board members may participate and vote in a committee if quorum is unable to be met by the established committee members.

By consensus, the motion carried.

Deactivation of Cable/Internet Service as a Disciplinary Action

Ms. Wright presented Deactivation of Cable Service as a Disciplinary Action report. The Committee commented and asked questions.

Director Prince made a motion to amend the Deactivation of Cable/Internet Services for a Delinquent Member's Unit to expend all disciplinary matters. Director Bhada seconded the motion.

By consensus, the motion carried.

ITEMS FOR FUTURE AGENDAS

- Social Media Use Policy
- Barbeque Rules and Regulations
- Amend Resolution 03-20-80, Rules for Board Meetings
- Landscape Committee-
 - a. Watering Restrictions
 - b. Plants in Common Area

- M&C Committee
 - a. Electric charging stations

CONCLUDING BUSINESS

Committee Member Comments

Directors Frankel and Zalon thanked everyone for letting them attend the meeting.

Date of Next Meeting

Wednesday, July 27, 2022 at 9:30 a.m.

Adjournment

With no further business before the Committee, the Chair adjourned the meeting at 11:16 a.m.

Mark W. Laws (Jul 5, 2022 18:58 PDT) Mark W. Laws

Mark Laws, Chair
Third Laguna Hills Mutual

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OPEN MEETING

REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION COMMUNITY ACTIVITIES COMMITTEE

Thursday, June 9, 2022 – 1:30 p.m.
Board Room/Virtual Meeting

MEMBERS PRESENT: Yvonne Horton, Chair, Elsie Addington, Maggie Blackwell, Annie McCary, Diane Casey, Cush Bhada, Dennis Boudreau, Ajit Gidwani

MEMBERS ABSENT: Ryna Rothberg

OTHERS PRESENT: Bunny Carpenter, Joan Milliman, Juanita Skillman, Debbie Dotson

STAFF PRESENT: Brian Gruner, Jennifer Murphy, Jackie Kupfert

Call to Order

Chair Horton called the meeting to order at 1:31 p.m.

Acknowledgement of Media

There was no press present.

Approval of Agenda

Director Bhada made a motion to approve the agenda, Director Addington seconded.

Motion passed unanimously.

Approval of Committee Report for April 14, 2022 and May 12, 2022

Director Blackwell made a motion to approve the reports, Director Addington seconded.

Motion passed unanimously.

Chair's Remarks

Chair Horton thanked the audience for attending the meeting and reminded those in attendance to be orderly and respectful. She stated any outbursts will stop the meeting and Security will be called to escort those who are disruptive to the overflow room. Chair Horton stated those on the dais are volunteers and serve all residents in the community.

Report of the Recreation and Special Events Director

Mr. Gruner stated staffing levels remain low and understands there are misconceptions and disbelief, however this is a nationwide problem as all cities are experiencing the same issue. The City of Huntington Beach stated beaches may be closed as fewer people are applying for lifeguard positions. Mr. Gruner stated only three applications have been received to date for the Community Center front desk position to allow the table tennis room to remain open for longer hours. He stated staff will continue to offer services to the best ability. Mr. Gruner stated there has been an increase in internal club disagreements which has become contentious. The Recreation Department is unable to assist as these are internal club issues to be resolved within the club.

Mr. Gruner reported the following facility updates: installation of the screen at Clubhouse 1 is being finalized as there are vendor issues requiring a new contract; the Clubhouse 4 slipcasting room HVAC has an ongoing issue that is being addressed today; Golf Maintenance is doing an outstanding job of maintaining the course for maximum playability; Village Community Fund has raised \$9000 in the last month for the Equestrian Center which allows for all but one shade structure to be purchased; staff met with the City of Laguna Woods to discuss incorporating the grazing area to expand the Equestrian Center; all pools are operational, however no lifeguards at Pool 2 and Pool 6 until possibly the end of June due to lifeguard training; the Performing Arts Center billiard room flooring is installed and the dining room kitchen cabinets painting project is complete.

Mr. Gruner reported the past events as follows: the Renaissance Faire at the Equestrian Center on May 21 had approximately 600 in attendance; the Memorial Day concert at the Performing Arts Center on May 30 had approximately 700 in attendance; the Art Affair at Clubhouse 2 on June 4 had approximately 500 in attendance; the Forever Rod patio concert at Clubhouse 1 has approximately 300 tickets sold.

Director McCary inquired as to delays regarding the Performing Arts Center renovation due to supply chain issues. Mr. Gruner stated there have been some supply chain issues, but many project needs are being delivered and installed.

Ms. Murphy stated the following upcoming events: a club president meeting will be held on June 23, 10 a.m. to noon at Clubhouse 5; room reservation lottery begins June 15 and cards may be picked up at the Recreation office which are to be returned by July 15; Forever Rod patio concert will be held tonight at Clubhouse 1 at 6:30 p.m.; the first of three Kids Summer Splash days is tomorrow, June 10, at Pool 2, noon to 4 p.m. and tickets are \$5 for 2 and older with infants and adults free; Father's Day brunch will be held June 19 at Clubhouse 5 at 11 a.m. and tickets are available at the Clubhouse 5 office; the July 4 Celebration will host a golf cart parade leaving Clubhouse 5 at 11 a.m. and ending at Clubhouse 2 where music will begin at noon and end at 2 p.m. with resident bands playing from 2 to 6 p.m. (please register golf carts as 22 already have already been registered); the

Performing Arts Center will host Southbound and Company on July 9 at 3 p.m. and tickets are available at the Performing Arts Center box office.

Member Comments (Items Not on the Agenda)

Members were called to speak regarding lack of village musician representation versus other fine artists and creation of a space including purchase of instruments; friends of bridge allowance of utilizing volunteers on Wednesday evenings; tennis court usage; staff influence over committee decisions; misinformation of tennis membership numbers; perceived skewed Kourts facts/survey results; against the use of Kourts; installation of an outdoor basketball court and donation of a basketball hoop; June 21 Library story time (also in July and August) at 1:30 p.m.; new catalog of series in Library; thank you to committee for tennis rules approval; objections to 50/50 (resident/guest) participation in tennis tournaments/leagues; tennis tournaments/leagues only to be played during non-prime time; only outdoor events during higher COVID numbers; reduced pool hours.

Chair Horton stated the meeting with tennis club board members stated Kourts agreement was until end of June and it will be reviewed at the next CAC meeting.

Discussion ensued regarding tennis tournaments and leagues with regards to allowance of guests.

Staff was directed to present the 50/50 rule at the next CAC meeting and to research the possible donation of mobile equipment such as a basketball hoop.

CONSENT

Director McCary made a motion to approve the consent calendar, Director Addington seconded.

Motion passed unanimously.

REPORTS

Chicago Club Series Promotion – Members were called to speak in favor of Chicago Club series promotion as it would implement changes to boost membership and ticket sales.

Chair Horton directed staff to research and report at the next CAC meeting.

Operating Rules

Garden Centers – Members were called to speak regarding establishing a garden center committee; no wait list limit; fair distribution of plots; use date of becoming a plot partner as a wait list entry date; allowance of a permanent fence for tree plots; better treatment of

gardeners; improper posting of rule changes; general duties of standing committees; CAC charter; response time of those on wait list when contacted to offer a plot; strong enforcement of Garden Center rules; retroactive enforcement of rules; staff met with many plot lessees for input; rules ensure safety of all residents; manipulation of partner system may require time limitation to ensure partner is established; 75% of plot usage needs to be reviewed.

Director Addington made a motion to change L.6. in the Garden Center Operating Rules to state these planting must not exceed 10 feet in height nor interfere with a neighbor's plot, Director Blackwell seconded.

Discussion ensued.

Motion passed unanimously.

Director Bhada made a motion to accept the amended Garden Center Operating Rules, Director Blackwell seconded.

Motion passed unanimously.

ITEMS FOR DISCUSSION AND CONSIDERATION

None

ITEMS FOR FUTURE AGENDAS

Golf Greens Committee Update – Staff was directed to keep this item under Future Agendas.

Club Insurance – Staff was directed to keep this item under Future Agendas.

CONCLUDING BUSINESS

Committee Member Comments

Director Bhada stated CAC is the front facing committee for our residents and does a stellar job keeping the community together.

Chair Horton concurred with Director Bhada and stated it would cost approximately \$3 million for an additional garden center.

Director Blackwell stated maintaining a calm demeanor and a higher level of acceptance of other's views facilitates everyone working together.

Director Addington thanked a few speakers for their constructive ideas and thanked all who attended.

Advisor Gidwani thanked all on the committee as they should be appreciated for making decisions for all 18,000 residents.

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held both in the board room and virtually via the Zoom platform at 1:30 p.m. on Thursday, July 14, 2022.

Adjournment

There being no further business, the Chair adjourned the meeting at 3:55 p.m.

Yvonne Horton
Yvonne Horton, Chair

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FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, June 15, 2022 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: Jim Hopkins – Chair, Azar Asgari, Donna Rane-Szostak, Elsie Addington, Mark Laws, Sue Stephens (Alternate for Al Amado)

DIRECTORS ABSENT: Al Amado, Pat English, Diane Casey, Deborah Dotson, Craig Wayne

ADVISORS PRESENT: Rosemarie DiLorenzo

STAFF PRESENT: Steve Hormuth, Eric Nunez, Erika Hernandez

OTHERS PRESENT: GRF – Egon Garthoffner, Juanita Skillman, Reza Karimi

United – Richard “Dick” Rader

Call to Order

Director James Hopkins chaired the meeting and was called to order at 1:40 p.m.

Acknowledgement of Media

The meeting was streamed through Granicus and made available via Zoom for members of the community to participate virtually.

Approval of Meeting Agenda

A motion was made and carried unanimously to approve the agenda as presented.

Approval of the Regular Meeting Report of April 20, 2022

A motion was made and carried unanimously to approve the committee report as presented.

Chair Remarks

None.

Member Comments (Items Not on the Agenda)

None.

Department Head Update

Steve Hormuth, Director of Financial Services, discussed the previous and upcoming 2023 budget meetings and the acceptance of two donations from the Judy Saxon Trust. The first donation was in the amount of \$15,000 for the expressed purpose of moisture intrusion. The second donation was in the amount of \$3,000 to be used for Maintenance and Construction. A staff report will be presented at the July 5th board meeting where the board will adopt a resolution and acknowledge the donation.

Review Preliminary Financial Statements dated May 31, 2022

The committee reviewed the financial statements dated May 31, 2022. Questions were addressed.

Endorsement from Standing Committees

Security Services – Supplemental Appropriation for Replacement of Stop Signs. Eric Nunez, Director of Security Services, presented a staff report that was previously reviewed at the GRF Board meeting on June 7th. The staff report recommended the replacement of 21 stop signs with solar powered, flashing LED lights with a supplemental appropriation from the Equipment Fund in the amount of \$42,913. Director Elsie Addington made a motion to endorse the recommendation to replace stop signs as written. Chair Hopkins seconded the motion. The motion failed by a 3-2 vote. Director Hopkins requested those with a dissenting vote to share their concerns via email in an effort to communicate the collective concerns to the board.

Future Agenda Items

Project Log Presentation

SageView Presentation

Committee Member Comments

None.

Date of Next Meeting

Wednesday, August 17, 2022 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 3:27 p.m.


James (Jun 21, 2022 11:13 PDT)

James Hopkins, Chair



OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
LANDSCAPE COMMITTEE**

Wednesday, June 8, 2022 – 1:30 P.M.

**BOARD ROOM/ VIRTUAL MEETING
Laguna Woods Village Community Center
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair – Juanita Skillman, Reza Karimi, Ira Lewis, Maggie Blackwell

COMMITTEE MEMBERS ABSENT: Diane Casey

OTHERS PRESENT: Bunny Carpenter, Yvonne Horton

ADVISORS PRESENT: None

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki, Angel De La Torres, Maribel Flores, Juan Uicab

1. Call to Order

Chair Skillman called the meeting to order at 1:30 p.m.

2. Acknowledgement of Media

No press was present.

3. Approval of the Agenda

Director Lewis made a motion to approve the agenda. Director Karimi seconded. The committee was in unanimous support.

4. Approval of the Meeting Report for March 9, 2022

The report was approved without objections.

5. Committee Chair Remarks

Chair Skillman stated that she would like to bring attention to the two Landscape employees who were recently honored at the Village Management Services, Inc. Employee Excellence Award Ceremony. Chair Skillman recognized Maribel Flores, and Juan Uicab. Chair Skillman also addressed a recent publication from Letters to the Editor.

6. Department Head Update

6a. Update on Master Control Irrigation System (MCIS)

Mr. Wiemann stated that bids came in for the MCIS, slightly lower than expected. WeatherTRAK has committed to hold their bid prices as quoted during project development, despite the recent 20% increase in equipment costs. Mr. Wiemann explained that the benefits of a new system are numerous, such as, the efficiency of having finite control over the watering system from a mobile device or tablet.

Members made comments and asked questions.

6b. Discuss Village Tree Signage

Mr. Wiemann discussed the history of tree signs in the Village, and he explained that nailing signs to the trees is not a healthy option. Mr. Wiemann stated that if the Committee wanted to replace them, he would recommend the construction of a tree signage plan, which would come with a significant cost.

Mr. Wiemann added that the Landscape Department has mapped trees in the community, and that map will be available on the website for residents in the future.

Chair Skillman stated that 3 publications of colored tree maps are available at the History Center, and the Village Library.

Reports

7. Update on the Creek

Mr. Wiemann directed the Committee's attention to the last two paragraphs of this staff report to highlight recent updates regarding wildlife in the creek, and cattail maintenance.

Members made comments and asked questions.

Items for Discussion and Consideration

8. Member Comments (Items Not on the Agenda)

None.

9. Response to Member Comments

None.

10. Angel De La Torres; Grounds Maintenance Landscape Manager

Mr. De La Torres reviewed the PowerPoint presentation and provided insight into the daily operations of the Grounds Maintenance section.

Members made comments and asked questions.

Concluding Business:

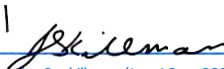
11. Committee Member Comments

Director Blackwell stated that we will see what happens over the next year, and that she believes it is a good idea to remove outdoor water spigot handles within the Mutual.

Director Karimi asked for an update on the plant nursery. Mr. Wiemann stated that the nursery will begin tracking data digitally, now that the office has received a computer and the network access necessary for this task.

12. Date of Next Meeting – Wednesday, September 14, 2022 at 1:30 p.m.

13. Adjournment at 2:26 p.m.


Juanita S. Skillman (Jun 16, 2022 16:31 PDT)

Juanita Skillman, Chair

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OPEN MEETING

**REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MAINTENANCE AND CONSTRUCTION COMMITTEE***

**Wednesday, June 8, 2022 – 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

MEMBERS PRESENT: Egon Garthoffner - Chair, Jim Cook, Ralph Engdahl, Gan Mukhopadhyay, Lenny Ross, Sue Stephens

MEMBERS ABSENT: Cash Achrekar

OTHERS PRESENT: **GRF:** Bunny Carpenter, Reza Karimi, Juanita Skillman
Third: John Frankel
Advisors: Steve Leonard, Carl Randazzo and Bill Walsh
Richard Rader

STAFF PRESENT: Guy West – Projects Division Manager, Manuel Gomez – Maintenance & Construction Director, Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette, Maintenance & Construction Assistant Director, Rodger Richter – Project Manager, Laurie Chavarria – Sr. Management Analyst, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Garthoffner called the meeting to order at 9:30 a.m.

2. Acknowledgement of Media

Chair Garthoffner noted that the meeting was broadcasting on Granicus and Zoom and was being recorded.

3. Approval of the Agenda

Director Ross requested that EV Charging Update be added to the agenda as Item 15. Hearing no objection, the agenda was approved as amended.

4. Approval of Meeting Report for April 13, 2022

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

Chair Garthoffner stated that he would comment during each agenda item.

6. Member Comments

- A member commented that she looks forward to a status update on the EV charging.
- A member commented that projects that have already been approved, be moved forward.

7. Department Head Update

Mr. West reported that results from the RFP for the Clubhouse 1 Interior Designer Consultant will be presented, and a staff recommendation will be made, at the June 24, 2022, Clubhouse Renovation Ad Hoc committee meeting.

Consent:

All matters listed under the Consent Calendar are considered routine and will be enacted by the committee by one motion. In the event that an item is removed from the Consent Calendar by members of the committee, such item(s) shall be the subject of further discussion and action by the committee.

The Project Log was pulled for discussion.

8. Project Log

Chair Garthoffner updated the committee on the status of each item. Staff answered questions from the committee.

Items for Discussion and Consideration:

9. Employee Parking Lot Lighting Status Update – Verbal Report, Staff

Mr. West provided a PowerPoint update on the project which was completed on April 18, 2022 and then answered questions from the committee. Comments included that this style of lighting fixture is being considered for two areas of the Equestrian Center.

10. Call Center Remodel Status Update – Verbal Report, Staff

Mr. West stated that the contract has been executed and the materials ordered. The project is estimated to be completed by the end of July, 2022.

11. EMS Status Update – Verbal Report, Staff

Mr. Mejia provided an update and answered questions from the committee. Discussion ensued regarding the current analog Legacy system; the lack of parts due to age of system; and having to revert back to thermostats in some areas. Mr. Barnette clarified that changing the controller is not a solution as the analog system will not communicate with a digital EMS system.

Also discussed were the benefits to converting to an EMS including savings over time; remote as well as local control; running the system only when needed; and system reports when

there are failures so service technicians can be alerted.

Mr. Mejia stated that the new HVAC system in Clubhouse 3 separated the office space from the main auditorium to save energy; is compatible with an EMS; and would be a good option for an EMS system. Mr. Mejia suggested obtaining quotes to update the system with an EMS and presenting them to the committee at a future meeting.

12. MelRok Energy Management System – Verbal Report, Staff

Mr. Mejia updated the committee and answered questions. There was discussion regarding the cost; approximate installation date; availability of reports; prior work done by the Village Energy Task Force; and the idea of utilizing the system at the Community Center since the HVAC units would be compatible.

Staff offered to invite the CEO of MelRok to a future meeting to provide information to the committee.

13. Building E Feasibility Study – Verbal Report, Staff

Mr. West informed the committee that the consultant will present the feasibility study to the committee at 1:30 p.m. on June 29, 2022, at a special meeting of the GRF M&C Committee.

14. Proposed Clubhouse Maintenance Program – Verbal Report, Chair Garthoffner

Chair Garthoffner presented his list of ideas and elaborated on each topic which included Records Keeping on New Enterprise Computer System, Develop Inspection Schedule, Checklists as Appropriate, Maintenance Records, and Photo and Digital Records as Appropriate. Staff answered questions from the committee regarding records, technician assignments, and inspection schedules.

15. EV Charging Update – Verbal Update

Mr. Mejia provided an update to the committee. Discussion ensued regarding the costs which would be covered by the SCE Charge Ready 2 Program; the remaining clubhouse site that SCE is scheduled to evaluate; the 10-year commitment required by SCE; the approximate number of registered EVs in the village; whether the EV owners should shoulder the cost of the charging stations; infrastructure and funding available within each mutual as well as GRF; and the convenience and perceived value of having this amenity within the village.

Staff offered to hold a special meeting of the committee if SCE returns a positive evaluation of the remaining site should that report not coincide with a regular M&C committee meeting.

Staff was directed to include EV Charging Update on future agendas.

Staff was directed to provide a Community Center ChargePoint summary.

Open House for Contractors

Mr. West answered questions from the committee about staff responsibilities and use of specialty contractors; possible reasons few bids are received for certain jobs; and if the current contractors are still the lowest bidders. After discussion, the committee agreed that the present method of soliciting contractors was acceptable.

Staff was directed to remove this item from future agendas.

Concluding Business:

15. Committee Member Comments

- Chair Garthoffner commented that he would like to schedule a special meeting to discuss EV charging.
- Chair Garthoffner also commented that a committee workshop will be scheduled in July.
- Director Ross commented on the merging lanes and security arms at the Gate 3 entrance.
- Director Ross also commented that as a realtor, EV charging at Clubhouses is a valuable amenity.
- Advisor Walsh commented that there are many dark areas in the community and expressed interest in costs for additional light poles.
- Director Carpenter commented on the MelRok system.
- Director Carpenter also commented that GRF is not totally responsible for providing EV charging and the mutuals need to work with GRF to find a solution.
- Advisor Leonard commented that he is resigning as an advisor to the committee and the August 10, 2022 meeting will be his last.

16. Date of Next Meeting: August 10, 2022

17. Adjournment

The meeting was adjourned at 12:45 p.m.



Egon Garthoffner, Chair

Egon Garthoffner, Chair
Guy West, Staff Officer
Telephone: 949-268-2380



OPEN MEETING

**THE GOLDEN RAIN FOUNDATION
REPORT OF THE CLUBHOUSE RENOVATION AD HOC COMMITTEE***

**Friday, June 24, 2022 at 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room & Virtual with Zoom**

MEMBERS PRESENT: Egon Garthoffner, Cush Bhada, Gan Mukhopadhyay, Deborah Dotson, John Frankel, Diane Casey, Ralph Engdahl, Reza Karimi

MEMBERS ABSENT: Pat English

OTHERS PRESENT: **GRF:** Bunny Carpenter, Juanita Skillman

STAFF PRESENT: Guy West - Projects Division Manager, Manuel Gomez - Maintenance & Construction Director, Brian Gruner - Recreation and Special Events Director, Rodger Richter - Projects Manager, Laurie Chavarria, Sr. Management Analyst, Sandra Spencer - Administrative Assistant

1. Call to Order

Chair Garthoffner called the meeting to order at 9:30 a.m.

2. Acknowledgment of Media

Chair Garthoffner noted that the meeting was broadcasting on Granicus and Zoom and was being recorded.

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Report for January 28, 2022

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

Chair Garthoffner stated he would comment on each item.

6. Member Comments (*Items Not on the Agenda*)

- A member commented on the condition of the archery range and that the swamp cooler was not working.
- A member commented that she has asked staff to repair the HVAC system at the archery range on several occasions.

Staff was directed to address the issue.

7. Department Head Update

Mr. West reported on the progress of the Performing Arts Center (PAC) via a PowerPoint Presentation. All rooms finished except the kitchen flooring due to a delay in receiving the tile flooring. The work is expected to be complete two weeks after the tile arrives.

Items for Discussion:

8. Clubhouse/PAC 3 Restroom Beautification (Verbal Discussion)

Mr. West provided a PowerPoint presentation showing the current conditions in CH3 and the upgraded restrooms at CH2 for comparison. Discussion ensued regarding suggested features to replace; meeting ADA guidelines; how to address the temporary closure of the restrooms during upgrades; consideration of waterless/low flow urinals; automation of doors and other features; height of toilets; inclusion of cabinet replacement; and to wait until all materials are on site before beginning work.

Mr. West answered questions from the committee.

Staff was directed to add this project to the scope of work for the interior designer selected for CH1.

9. On-Going Beautification of Clubhouses (Verbal Discussion)

Chair Garthoffner offered photos of sample automated doors to suggest as an option when deciding on features for the beautification of CH 1.

Items for Future Agendas:

- CH1 - Shuffleboard/Archery Building

Concluding Business:

10. Committee Member Comments

Director Bhada inquired on the timeline for the work to begin on CH 1.

11. Date of Next Meeting: TBD

12. Recess – The meeting was recessed at 10:10 a.m.



Egon Garthoffner, Chair

Egon Garthoffner, Chair
Guy West, Staff Officer
949-268-2380

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REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION MEDIA AND COMMUNICATIONS COMMITTEE

**Monday, June 20, 2022 – 1:30 p.m.
Board Room / Virtual Hybrid Meeting**

Members Present: Chair Joan Milliman; Directors Maggie Blackwell, James Cook, Annie McCary, Juanita Skillman; Advisors Lynn Jarrett, Lucy Parker; Alternate Deborah Dotson

Members Absent: Directors Neda Ardani, Ryna Rothberg; Advisors Theresa Frost, Tom Nash, Carmen Pacella

Others Present: Bunny Carpenter, Egon Garthoffner, Cris Prince

Staff Present: Paul Ortiz, Ellyce Rothrock, Susan Logan-McCracken

1. Call to Order

Meeting was called to order at 1:30 p.m. and a quorum was established by Chair Milliman. Online audio was off due to a technical issue. Once that was restored, Chair Milliman called the meeting to order again at 1:34 p.m.

2. Acknowledgement of Media

None present.

3. Approval of Agenda

Approved by unanimous consent.

4. Approval of Report for May 16, 2022

Approved by unanimous consent.

5. Chair's Remarks

Chair Milliman highlighted information in the June/July 2022 Village Breeze, which just came out.

6. Member Comments

None.

Items for Discussion

7. Media and Communications Report – Ellyce Rothrock

Ms. Rothrock gave a PowerPoint presentation showing:

- The scope of the Media and Communications Department, which includes Administration, Cable TV Network, TV studio, Media Services 55 and Internet Services.
- Full-time staffing equivalents from 2019 through 2023 projected
- Media and Communications revenue sources
- Media and Communications expense sources

- 2023 priorities for the department

In addition, Ms. Rothrock went over the Media and Communications Activities Report for May, which was included in this meeting's agenda packet. She highlighted:

- Trello tracking does not include Village Television, which has its own tracking system.
- Regular publications include the Village Breeze, What's Up in the Village, weekly press releases to the Globe, website updates and Garden Center e-newsletter.
- New Third Mutual Board President Mark Laws will continue the weekly email blasts to Third Mutual members.
- Manor Alterations will continue to do a news bulletin but they are revamping frequency and working on enhancements to promote in their next bulletin.
- Two emergency alerts went out in May regarding the church shooting and golf cart thefts.

She stated new resident orientations are going smoothly. Docent tours are booked and in high demand. Seven prospective docents have completed a four-hour training session with information and scripts as well as an on-bus tour taught by senior docents. They will also complete two required shadowing tours. One docent completed all the trainings and will lead first solo tour on June 30.

Director Skillman asked about offering Saturday docent tours again. Ms. Rothrock stated the goal is to get everyone trained before end of summer and approach GRF about expanding the days and time offerings. She stated docent tours are promoted through Community Services and on our website after Director Jarrett asked where the docent tours are marketed.

8. Website Ad Hoc Committee – Ellyce Rothrock

Ms. Rothrock reported that the first meeting is scheduled for July 6 and a follow-up meeting for August 10. She stated the objectives will be to gain insight from various departments and divisions regarding what they perceive as their individual landing site needs based upon resident queries and the challenges they express to those staff members. Future objectives will be:

- Finalizing the RFP after a review and identification of the top vendor candidates
- Reviewing feedback
- Wireframing (creating the skeletal framework or outline) based on feedback
- Identifying participants for the testing phase, which will be an important part of the project

9. Broadband Services Report – Paul Ortiz

Mr. Ortiz reported on subscriber counts for May 2022. He also reported on current industry trends, including:

- Content providers are going directly to consumers
- Fiber feeds are replacing satellite transmission
- Subscribers are adopting the higher internet speeds and bandwidth to accommodate streaming services

Director Skillman asked whether there are turn-on and turn-off fees associated with the internet as there is with cable programming. Mr. Ortiz answered not currently, but that is something for GRF to consider in its rate negotiations. A discussion ensued.

Mr. Ortiz reported on the meeting with The Broadband Group (TBG), which he and Eileen Paulin participated in on June 6. Highlights of that meeting included:

- TBG continues to emphasize the valuable and unique asset that GRF holds in the ownership of the current cable television and internet conduit infrastructure.
- TBG is confident that the current Broadband Services team has the expertise to execute and service a state-of-the-art fiber system that can support high-speed streaming.
- Infrastructure systems such as the one owned by GRF require continuous upgrades and service

investment. The current system is aging, and it is becoming more difficult to obtain parts and accessories to keep it running.

- The speed at which streaming content is overtaking cable television content is accelerating at a faster pace than predicted prior to the COVID pandemic.
- The cost of cable programming is continuing to increase substantially from year to year, resulting in significant cost of doing business for GRF.
- It is essential that VMS staff work closely with TBG and GRF to determine at what point, GRF moves away from cable television and into full-time content streaming. Most programming contracts are for a three-year term that become due at different times.

Director McCary asked for creative suggestions to help residents transition to streaming over the next few years. Director Skillman mentioned this transition is a 2023 priority for Media and Communications. A discussion ensued.

Items for Future Agendas

None discussed.

Concluding Business

Committee Member Comments

Director Cook stated we overcame the flashing 12 p.m. on our VCRs and the flashing numbers on our microwaves, and we will overcome the streaming challenges.

Director Dotson mentioned it's a process and won't change overnight.

Advisor Parker applauded Director Dotson's efforts on "Let's Talk Tech" and suggested utilizing some of the Village clubs that can help in a broader educational program.

President Carpenter said we should possibly put in the blast an article about signup sheets when they go to the pool, complaints about pool hours, how important that data is in determining the usage and the hours we have for Recreation.

Advisor Jarrett mentioned whether channels go away or not, these decisions aren't made overnight and we plan for them. She suggested writing an article on why these decisions are made and how challenging these decisions can be.

Director Blackwell mentioned the challenges of having an android phone. Director Dotson recommended the Village's PC Club for help navigating devices.

Director Skillman stated she always learns at the Media and Communications Committee meetings, and thanked the staff for putting the meetings together and for all their efforts to keep Village residents informed.

Director McCary thanked Director Dotson for her "Let's Talk Tech" program and suggested more communication efforts on scams, as they are becoming more prevalent and sophisticated.

Director Blackwell recommended calling Security and reporting fraud to the OC Sherriff's Department.

Chair Milliman mentioned scams regarding deliveries for packages she did not order. She recommended blocking such calls.

Ms. Rothrock reiterated the increasing sophistication of scammers. She suggested running more information including what we've run in the past about scams as well as a plug for "Let's Talk Tech" in the upcoming Friday email blast. She mentioned she would consult with Recreation staff to develop messaging on the signup sheets for the blast. She stated that the new resident orientations are submitted to the Globe each week and, once we expand the number of docent tours, we could submit those dates to the Globe as well.

Mr. Ortiz stated that all Village Television content is on our YouTube channel. "Let's Talk Tech" episodes are included on that playlist for those who don't catch it when it's aired on TV6.

Ms. McCracken reported on a recent scam she encountered.

Date of Next Meeting – Monday, July 18, 2022, at 1:30 p.m.

Adjournment - 2:48 p.m.

Chair Milliman adjourned the meeting at 2:48 p.m.


Joan Milliman, Chair
Media and Communications Committee



OPEN MEETING

**REPORT OF REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MOBILITY AND VEHICLES COMMITTEE**

**Wednesday, June 1, 2022 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637**

MEMBERS PRESENT: Don Tibbetts (Chair), Egon Garthoffner, Maggie Blackwell, Jim Cook, Cush Bhada, Margaret Bennett, Pearl Lee

ADVISORS:

MEMBERS ABSENT:

OTHERS PRESENT: Elsie Addington, Joan Milliman

STAFF PRESENT: Robert Carroll, Francisco Perez, Liz Cortez

1. Call to Order

Chair Tibbetts called the meeting to order at 1:45 p.m.

2. Acknowledgment of Media

No media was present.

3. Approval of the Agenda

Agenda was approved by acclamation.

4. Approval of Meeting Report for

The regular meeting report of April 6, 2022 was approved by acclamation.

5. Chair's Remarks

Chair Tibbetts proposed discussion on implementing committee meetings in person only. Chair Tibbetts concluded committee meetings will continue to be conducted as hybrid.

6. Member Comments (Items Not on the Agenda)

Rhoda Lindner – commented on the current Age Well proposal.

7. Response to Member Comments

Chair Tibbetts responded to the member.

Reports

8. Director's Report

Staff provided the committee with a current overview of the Laguna Woods Village Transportation ridership for the Fixed-Route, Journey and BOOST transportation programs.

Staff also provided a map of Laguna Woods Transportation boundaries. Staff is following guidance from County/State mandates for mask requirements in public Transportation as it relates to COVID-19 restrictions.

The committee was provided with a delivery update of the vehicles per the 2021 capital approved purchases. The delay of new vehicle deliveries is a result of a worldwide chip shortage and supply change issues. In addition, staff provided to the committee the 2022 capital vehicle list.

Staff provided an update on the topic of purchasing used vehicles for cost savings. Staff will look into whether or not a policy is needed for this to occur and provide an update at future meetings.

Staff will begin fleet right-sizing discussions with department directors to review right-sizing opportunities for their current GRF fleet.

Items for Discussion

None

Items for Future Agendas:

Alternative Fuel Vehicles

Concluding Business:

Committee Member Comments:

None

Date of Next Meeting – Wednesday August 3, 2022 at 1:30 p.m.

Adjournment:

The meeting was adjourned at 2:18 p.m.


Don Tibbetts (Jun 30, 2022 09:57 PDT)



REPORT OF THE REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
SECURITY AND COMMUNITY ACCESS COMMITTEE

The Regular Meeting of the Security and Community Access Committee was held on Monday, June 27, 2022 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Don Tibbetts, Sue Stephens, Maggie Blackwell, Craig Wayne, Anthony Liberatore (Alternate for Reza Karimi)

OTHERS PRESENT: Bunny Carpenter, Elsie Addington, Juanita Skillman, Egon Garthoffner

STAFF PRESENT: Eric Nuñez, Tom Siviglia, Jayanna Abolmoloki

CALL TO ORDER

Don Tibbetts, Chair, called the meeting to order at 1:37 p.m.

ACKNOWLEDGEMENT OF PRESS

Media was not present.

APPROVAL OF AGENDA

By way of consensus, the Committee approved the agenda with requested changes that effected the order in which reports were discussed.

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the April 25, 2022 meeting report.

CHAIRMAN'S REMARKS

Chair Tibbetts mentioned that there were three letters published in the globe the previous week that were opposed to the solar powered flashing stop-sign installations.

MEMBER COMMENTS

Multiple members made comments and asked questions.

Topics included:

- Speeding on Via Mariposa toward Gate 4
- Gate access and entry issues
- Vehicle access in cul-de-sac 217

RESPONSE TO MEMBER COMMENTS

Mr. Nuñez stated that staff would look into the speeding issue and report back at the next committee meeting.

REPORTS

Disaster Preparedness Task Force Report

Chief Nuñez stated that the last Disaster Preparedness Task Force committee meeting was cancelled due to Finance needing to use the board room at that time. However, Chief Nuñez did meet with Judith Troutman and received information regarding the task force.

RV Update

Mr. Nuñez stated that the paving project in RV Lot B will begin on June 29, 2022.

Security Statistics

Mr. Nuñez explained the statistics provided within the agenda packet. Members made comments and asked questions.

ITEMS FOR DISCUSSION AND CONSIDERATION

Pedestrian Gates Verbal Presentation

Mr. Nuñez provided this presentation verbally. Members made comments and asked questions.

Calle Sonora Parking Permit Addendum to GRF Traffic Rules and Regulations Staff Report

Mr. Nuñez paraphrased the staff report. Members made comments and asked questions. A motion was made for the staff report to be escalated to the GRF Board. By unanimous consent, the motion was approved.

“No Bicycle” Signs at Aliso Creek Park Staff Report

Mr. Siviglia paraphrased the staff report. Members made comments and asked questions. A motion was made for the staff report to be escalated to the GRF Board. By unanimous consent, the motion was approved.

Gate 1 Westside Fence Extension Discussion

Mr. Siviglia directed the committee’s attention toward the attachment in the packet relating to this topic. Members made comments and asked questions. By unanimous consent, the committee requested that staff return with a financial analysis.

ITEMS FOR FUTURE AGENDAS

Gate 1 Westside Fence Extension Financial Analysis

CONCLUDING BUSINESS

DATE OF THE NEXT MEETING

The next meeting is scheduled for Monday, August 29, at 1:30 p.m. in a hybrid meeting on Zoom, and in the Board Room in the Laguna Woods Village Community Center.

ADJOURNMENT

There being no further business to come before the Committee, Chair Tibbetts adjourned the meeting at 2:57 p.m.

Don Tibbetts Jun 29, 2022
Don Tibbetts (Jun 29, 2022 16:43 PDT)

Don Tibbetts, Chair

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**REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN
FOUNDATION DISASTER PREPAREDNESS TASK FORCE**

Tuesday, March 29 2022 9:30 AM

VIRTUAL MEETING

MEMBERS PRESENT: Acting Chair: Tom Siviglia, Juanita Skillman, Sandy Benson, Donna Rane-Szostak, John Frankel, Jim Riedel, Bruce Bonbright, Diane Casey, Grace Stencel, James Cook, Sue Stephens

OTHERS PRESENT: Doug Gibson

STAFF PRESENT: Jayanna "JJ" Abolmoloki

THE MEETING WAS CALLED TO ORDER: 9:31 AM

ACKNOWLEDGEMENT OF THE PRESS: None present.

APPROVAL OF THE AGENDA: By consensus, the agenda was approved.

APPROVAL OF MEETING REPORT: By consensus, the meeting report was approved.

CHAIRS REMARKS: Chair Tom Siviglia shared that he is standing-in as the Chair for this meeting while VMS is still in the process of hiring a new Security Director. Tom also shared that the Tower's Repeater was supposed to be installed yesterday. However, it was delayed due to the rain.

MEMBER COMMENTS: A Member of the Gate 11 club, reported that their next meeting will be held on April 12th, 2022 from 9:00 AM to Noon. He gave the committee an open invitation to attend. The Member also stated that they are continuing to recruit Good Neighbor Captains as well.

REPORTS

RADIO & COMMUNICATIONS: Bruce Bonbright reported that the radio drill went very well, and that 15 out of 16 participants responded. The one member who did not respond will have her radio examined by Tom Siviglia to ensure it is working properly.

OFFICE MANAGER/ADVISOR: Grace Stencel stated that she is reporting on behalf of Tom Soule for this meeting. Grace reported that the deposits for March

came out to a total of \$300.00. Grace also shared that the sales for March to-date come out to a total of \$351.00. She reported that the most popular items in March were personal survival kits, water heater hoses, and car kits. Grace shared that the Office currently has 5 active volunteers, but they are hoping to have a few more along with some substitutes. Grace shared that the current advertising is working, and that there were 44 walk-ins in March.

Grace shared that she and a neighbor, who is a registered nurse, are visiting each Clubhouse cabinet to ensure uniformity in supplies and set-up, and they are creating a list of what needs to be ordered for each cabinet. Grace encouraged the committee members to view the Disaster Prep display in the Village Library during the month of April. Grace concluded by reminding the committee that Building Damage forms are no longer used by Good Neighbor Captains.

RECRUITMENT / RETENTION / TRAINING: Juanita Skillman shared that she and Sandy Benson will be at the Village Bazaar again on April 2nd, 2022.

GRF BOARD: Gan Mukhopadhyay introduced himself as a new member of the committee, and shared that he did not have anything to report.

UNITED BOARD: No report.

THIRD BOARD: Donna Rane-Szostak stated that she would like to share the Involvement Opportunities Document with the Third Board. James Cook introduced himself as a new member of the committee and shared his professional background.

TOWERS: Sue Stephens reported that the Towers has a total of 56 Floor Captains, and that she will send the roster to Juanita Skillman and JJ Abolmoloki.

PET EVACUATION SUBMIT COMMITTEE: Sandy Benson reported that she will be at the Village Bazaar with Juanita Skillman on April 2nd, 2022 at Clubhouse 5. Sandy also shared that she has 100 File of Life packages to hand-out, 250 "Pet Inside" stickers, and 250 brochures regarding pet preparedness to hand-out at the Bazaar. Sandy thanked JJ Abolmoloki for taking-on the responsibility of maintaining the list of confidential resident information regarding the Pet Evacuation Sub Committee.

DISCUSSIONS AND CONSIDERATIONS

FIRE AVERT PROGRAM UPDATE: Tom Siviglia reported that he has 3 more devices to install. However, they have experienced an issue with the

plugs due to some manors having uncommon insertion types. Tom shared that one current participant experienced the device in action when they accidentally burnt bacon on the stove. The participant stated that the device performed exactly as it should have. Members made comments and asked questions.

INVOLVEMENT OPPORTUNITIES DOCUMENT: Tom Siviglia explained the attached document, which lists 5 different ways residents may participate in the Disaster Preparedness Task Force. Tom shared that this was requested at the last meeting. He thanked JJ Abolmoloki for creating the document.

MEMBER COMMENTS:

Juanita Skillman stated that she believes the Disaster Tas Force needs more publicity. Juanita stated she will bring figures for purchasing branded tablecloths and/or banners to the next meeting.

Diane Casey stated that the Red Cross is typically assigned to specific areas, and that she would check to see if Laguna Woods has anyone assigned to them.

Gan Mukhopadhyay volunteered to assist in assessing building structures.

Tom Siviglia thanked everyone for their participation, and stated that the time spent is very valuable even if most residents don't realize it.

NEXT MEETING: May 31, 2022 at 9:30 AM

ADJOURNMENT: 10:01 AM

Submitted By:

Tom Siviglia

Mar 31, 2022

Tom Siviglia, Acting Committee Chair

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OPEN MEETING

**MINUTES OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
STRATEGIC PLANNING COMMITTEE**

**Monday, May 2, 2022 – 9:30 a.m.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center 24351 El Toro Road**

Director Present: Debbie Dotson, Anthony Liberatore, Ira Lewis, Bunny Carpenter, James Hopkins, Gan Mukhopadhyay and Robert Mutchnick, Ryna Rothberg, Diane Casey

Directors Absent: Cash Achrekar

Staff Present: CEO-Siobhan Foster, Michelle Estrada, Makayla Schwieter

Others Present: Richard Rader (Advisor)
GRF: Elsie Addington, Joan Milliman, Juanita Skillman (left the meeting at 9:51 a.m.)

1. Call to Order—Director Dotson, Chair

Chair Dotson called the meeting to order at 9:39 a.m. and established that a quorum was present.

2. Acknowledgment of Media

Chair Dotson acknowledged the media as present.

3. Approval of the Agenda

Director Mutchnick made a motion to approve the agenda. Director Rothberg seconded the motion.

Hearing no changes or objections, the agenda was approved unanimously.

4. Approval of the Minutes

a. GRF Strategic Planning Committee Meeting – March 7, 2022

Chair Dotson requested that the minutes of March 7, 2022 be revised to remove Elsie Addington from attendance.

Hearing no further changes or objections, Chair Dotson declared the minutes of March 7, 2022 were approved unanimously.

5. Members Comments – None

6. Chair's Remarks

Chair Dotson commented on the questionnaire results of the VMS Strategic Planning Meeting. A similar questionnaire will be developed and distributed to the GRF Strategic Planning Committee. Chair Dotson provided an overview of items that reviewed at several committee meetings.

7. CEO Report on VMS Strategic Planning Meeting

CEO Foster provided an overview of the 3-year goals that were reviewed during the VMS Strategic Planning Meeting on March 22, 2022.

CEO Foster answered questions from the committee.

8. Old Business

a. Ideas for Long-Term Planning

Chair Dotson commented on that she will continue to work with the committee on ideas.

9. Future Agenda Items

- a. Questionnaires
- b. Surveys

10. Next Meeting – TBA

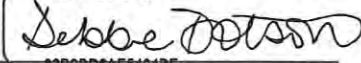
11. Committee Member Comments

- Director Rothberg asked to receive the minutes from the last two meetings.
- Director Mutchnick commented on Third Mutual's review of electric vehicle charging stations.
- Director Liberatore expressed his appreciation for what the committee is doing to improve the community.
- Director Lewis provided a suggestion of placing electric vehicle charging stations at specific locations. Additionally, he asked for a map of open space within the community.
- Director Hopkins commented on the role of the committee.
- Director Mukhopadhyay commented that he agrees with the other committee members and noted that the committee has limited resources and time.
- Director Carpenter commented on obtaining a reserve study.
- Advisor Rader commented on a tabled item from a previous meeting in regards to an additional swimming pool.

Director Casey joined the meeting at 10:10 a.m.

12. Adjournment

There being no further business the meeting was adjourned at 10:20 a.m.

DocuSigned by:

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Debbie Dotson, Chair
GRF Strategic Planning Committee

CLOSED MEETING

**MINUTES OF THE REGULAR CLOSED MEETING OF THE
INSURANCE AD HOC COMMITTEE
A COMMITTEE OF LAGUNA WOODS VILLAGE
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

**Monday, May 9, 2022 – 1:30 PM
WILLOW ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center, 24351 El Toro Road,
Laguna Woods, California**

Directors Present: Bunny Carpenter, Robert Mutchnick, Anthony Liberatore, Lenny Ross,
Cash Achrekar, Yvonne Horton, Reza Karimi, Juanita Skillman, Mark
Laws, Jim Cook

Directors Absent: None

Advisors Absent: Katheryn Freshly

Staff Present: Siobhan Foster-CEO, Dan Yost, Makayla Schwietert

Others Present: Leleng Isaacs, Bob Laux

1. Call Meeting to Order / Establish Quorum — Chair Carpenter

Chair Carpenter called the meeting to order at 1:30 p.m. and established that a quorum was present.

2. Approval of Agenda

Chair Carpenter added the approval of the February 9, 2022 Closed Meeting minutes.

Hearing no changes or objections, the amended agenda was approved unanimously.

3. Approval of Minutes

Chair Carpenter made a motion to approve the February 9, 2022 Closed Meeting minutes.

Hearing no changes or objections, the February 9, 2022 Closed Meeting minutes were approved unanimously.

4. Chair's Remarks

Chair Carpenter asked for each member to introduce themselves.

Insurance Ad Hoc Committee

May 9, 2022

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5. New Business a. Discuss and Consider Community Insurance Options

Dan Yost provided an overview of property insurance and the property insurance market. Informed the committee that his goal is to look at the various ways to save costs for Third Mutual, United Mutual, and GRF boards.

Dan Yost requested to have the insurance brokers present at the next committee meeting to provide further information regarding property insurance.

Director Achrekar entered the meeting at 1:51 p.m.

Dan Yost answered questions, and further discussion ensued among the committee members.

Director Achrekar exited the meeting at 2:52 p.m.

Chair Carpenter instructed Dan Yost to coordinate with Marsh Insurance Company and Gallagher Insurance Company to present and discuss the Captive Insurance Program at the next Insurance Ad-Hoc Committee Meeting.

Further discussion ensued regarding other insurance options for Directors to research.

Director Liberatore stated with his past experience, he has owned and operated his own insurance company.

Director Skillman will research self-insured options and CAI insurance activities.

5. Committee Member Comments

- Director Ross commented on looking at other alternatives prior to the next committee meeting.

6. Date of Next Meeting: TBA

7. Adjournment

The meeting was adjourned at 3:10 p.m.

DocuSigned by:

Bunny Carpenter

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Bunny Carpenter, Committee Chair
Insurance Ad Hoc Committee