



OPEN SESSION

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

**Tuesday, June 16, 2020 - 9:30 a.m.
Laguna Woods Village Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

NOTICE OF MEETING AND AGENDA

- 1. Call meeting to order / Establish Quorum – President Parsons**
- 2. Pledge of Allegiance – Director Karimi**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes**
 - a. May 19, 2020 – Regular Open Meeting
- 6. Report of the Chair**
- 7. 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. Members can request to speak via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name of the board meeting in the subject line of the email or call [949-268-2020](tel:949-268-2020) beginning one half hour before the meeting begins and throughout the remainder of the meeting. You must provide your name and unit number.***
- 8. Responses to Open Forum Speakers**
- 9. CEO/COO Report**
 - a. Orange County Mosquito and Vector Control District Presentation

Please silence your cell phones.

10. 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 that 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. Finance Committee Recommendations:

- (1) Recommendation to Approve a Resolution to Record Lien against Member ID # 931-590-42
- (2) Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual preliminary financials for the month of April 2020, and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code §5501.

11. Unfinished Business -- none

12. New Business

a. Landscape Committee Recommendation:

Recommend to Deny Off-Schedule Tree Trimming Request: 3337-1G Punta Alta (Brown) – Two Silk Oak trees

13. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Pearlstone. The Committee met on June 2, 2020; next meeting July 7, 2020, at 1:30 p.m. location TBA.
 - (1) Treasurer's Report
 - (2) Third Finance Committee Report
 - (3) Resales/Leasing Reports
- b. Report of the Architectural Controls and Standards Committee – President Parsons. The Committee met on February 24, 2020; next meeting June 22, 2020 at 9:30 a.m. as a virtual meeting.
- c. Report of the Communications Committee – Director McCary. The Committee met on October 9, 2019; next meeting TBA
- d. Report of the Maintenance and Construction Committee – Director Mutchnick. The Committee met on May 4, 2020; next meeting July 6, 2020, at 1:30 p.m. location TBA.
 - (1) Report of the Parking and Golf Cart Task Force – President Parsons. The Task Force met on January 6, 2020; next meeting TBA

- (2) Garden Villa Rec. Room Sub-Committee – Director Jarrett. Next meeting TBA
- e. Report of the Landscape Committee – Director Jarrett. The Committee met on June 4, 2020; next meeting July 2, 2020, at 9:30 a.m. location TBA
- f. Report of the Water Subcommittee – Director Karimi. Next meeting TBA
- g. Report of the Resident Policy and Compliance Committee – Director Jarrett. The Committee met on May 14, 2020; next meeting June 30, 2020 at 9:30 a.m. as a virtual meeting.
- h. Energy Research Group – Director Mutchnick. The next meeting is TBA

14. GRF Committee Highlights

- a. Community Activities Committee – Director McCary. The Committee met on June 11, 2020; next meeting July 9, 2020, at 1:30 p.m. location TBA
 - (1) Equestrian Center Ad Hoc Committee – Director Bhada. The Committee will meet in closed session on June 16, 2020, at 1:30 p.m. as a virtual meeting
- b. GRF Finance Committee – Director Pearlstone. The Committee met on April 22, 2020; next meeting June 24, 2020, at 1:30 p.m. location TBA
- c. GRF Landscape Committee – Director Jarrett. The Committee met on February 12, 2020; next meeting August 12, 2020 at 1:30 p.m.
- d. GRF Maintenance & Construction Committee – Director Bhada – The Committee on June 10, 2020; next meeting August 12, 2020, at 9:30 a.m. location TBA
 - (1) PAC Renovation Ad Hoc Committee – Director Pearlstone. The Committee met on May 14, 2020 in closed session as a virtual meeting
 - (2) Clubhouse 1 Renovation Ad Hoc Committee – Director Pearlstone. The Committee met on June 1, 2020 at 2:00 p.m. as a virtual meeting
- e. Media and Communications Committee – Director McCary. The Committee met on June 15, 2020 as a virtual meeting; next meeting July 20, 2020, at 1:30 p.m. location TBA
- f. Mobility and Vehicles Committee – Director Frankel – The Committee met on February 5, 2020; next meeting August 5, 2020, at 1:30 p.m. location TBA

- g. Security and Community Access Committee – Director Mutchnick. The Committee met on February 24, 2020; next meeting August 24, 2020 at 1:30 p.m. location TBA
 - (1) Disaster Preparedness Task Force – Director Engdahl. The Task Force met on January 28, 2020; next meeting July 28, 2020, 9:30 a.m. as a virtual meeting
 - h. Report of the Laguna Woods Village Traffic Hearings – Director Frankel. Next meeting is June 17, 2020 at 9 a.m. as a virtual meeting and at 1 p.m. as a virtual meeting.
- 15. 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.*
- a. Alternative Heat Source Policy (August initial notification—September postponed)
 - b. Parking Report
 - c. Resident Suggestion Program
 - d. Resolution to Designate a Building as Non-Smoking (FEBRUARY referred back to Committee for revisions)
 - e. Alterations Review
- 16. Director's Comments**
- 17. 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 Following Meeting Minutes;

(a) May 19, 2020—Closed Session

Discuss and Consider Member Matters

Discuss Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Litigation Matters

18. Adjourn



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

**Tuesday, May 19, 2020 - 9:30 a.m.
Laguna Woods Village Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

Directors Present: Steve Parsons, Annie McCary, Lynn Jarrett, Jon Pearlstone, John Frankel, Reza Karimi (arrived late), Robert Mutchnick, Doug Gibson, Cush Bhada, Ralph Engdahl

Directors Absent: Craig Wayne

Staff Present: Siobhan Foster, Betty Parker, Kurt Wiemann, Becky Jackson, Cheryl Silva and Grant Schultz

Others Present: Wei-Ming Tao, Rosemarie diLorenzo, Raquel Unger

1. Call meeting to order / Establish Quorum

Steve Parsons, President of the Corporation, chaired and opened the meeting stating it was a Regular Meeting held pursuant to notice duly given. A quorum was established, and the meeting was called to order at 9:30 a.m.

2. Pledge of Allegiance

Director Jarrett led the Membership in the Pledge of Allegiance.

3. Acknowledge Media

The Village Television Camera Crew, by way of remote cameras, was acknowledged as present.

4. Approval of Agenda

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

By consensus, the agenda was approved and the motion passed unanimously.

5. Approval of Minutes

a. April 21, 2020—Regular Open Meeting Minutes

Director Mutchnick made a motion to approve the April 21, 2020, Regular Open Meeting minutes as presented. Director McCary seconded the motion.

By consensus, the April 21, 2020 regular meeting minutes were approved.

6. Report of the Chair

President Parsons announced that Director Bhada has stepped down as the Chair of the Maintenance and Construction Committee. The Board has contacted with Siemens to complete the street light project. Changes will be announced soon for the Alterations Department. Petty theft has increased in the Village and Security is asking residents to keep their possessions locked up at all times. Village activities will begin to reopen in stages, in accordance with the mandates set by the State of California. Please remember that items discussed in Committee Meetings are not adopted until they are approved by the Board.

7. Open Forum

Several Members spoke about various issues:

- A Member commented about outdoor concerts and other activities happening in the Community which is a danger to the health of residents in the Community;
- A Member commented about mulch put around trees and lawn near their manor;

8. Responses to Open Forum Speakers

Board Members responded to the Members' concerns and requests.

- Siobhan Foster-COO commented that residents should call Security if they see activities happening that are outside of our approved guidelines.
- Director Jarrett commented that she will look into the mulch situation.
- Director Pearlstone commented about the outdoor concerts, that have been conducted by a resident in a safe way and benefits many of our residents.
- Director Gibson commented that residents are watching the concerts in their cars.

9. CEO Report

COO Siobhan Foster reported on the following subjects:

- Update that the number of individuals with COVID-19 remain very low in the Community. Staff is continuing to monitor the situation as business begin to reopen. Laguna Woods Village only has eight cases of COVID-19 reported;
- Staff is working with the Orange County Health Care Agency. Residents can check the Orange County Health Care Agency for updated information on COVID-19;

- Staff is working within the State of California mandates to determine when more facilities and activities can reopen;
- The Golf Course opened on May 11, 2020 and the Tennis Center reopened on Monday, May 18, 2020;
- Manor Alterations Department will begin offering limited services for residents;
- Virtual Recreation Resources are now available online through the Laguna Woods website;
- Mobile RFID tags for new vehicles are issued by Resident Services by appointment only;
- Orange County Vector Control commented that non-biting flying bugs are swarming, but they are not mosquitoes;
- Memorial Day Holiday hours and information is available on our website;
- Reminder to participate in the 2020 Census either online, or by phone;
- Maintenance for the emergency backup generator will happen on May 18, 2020.

Siobhan Foster-COO answered questions from the board.

Director Bhada commented that the Community Activities Committee announced that the 4th of July events have been cancelled.

10. Consent Calendar

10a. Landscape Committee Recommendations:

- (1) Approved a Landscape Revision Request: 5598-A Vista Del Mando S. (Ferraro) – Artificial Turf Installation

RESOLUTION 03-20-34
APPROVE THE REQUEST FOR LANDSCAPE REVISION
AT 5598-A VISTA DEL MANDO S.

WHEREAS, on May 7, 2020, the Landscape Committee reviewed a request for installing artificial turf in the rear of Manor 5598-A and;

WHEREAS, the Committee determined that since the existing turf is difficult to maintain since it is narrow area and is adjacent to a slope, they recommend approving the request at 5598-A Vista Del Mando S. and;

WHEREAS, the following conditions must be met:

1. All costs for design, construction, and maintenance of the improvement are the responsibility of the Property's Member Owner at 5598-A.

2. The requesting Members understand that the area will remain Common Area subject to the use and passage of all members of Third Mutual.
3. Materials and work must be approved by staff prior to installation.

NOW THEREFORE BE IT RESOLVED, May 19, 2020, the Board of Directors approves the request for installing artificial turf in the rear of Manor 5598-A;

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 Approve a Tree Removal Request: 3163-D Alta Vista (Schmieder) – One Rustyleaf Fig Tree, at Member's Expense

RESOLUTION 03-20-35
APPROVE THE REQUEST FOR REMOVAL OF
ONE RUSTYLEAF FIG TREE, AT MEMBER'S EXPENSE
3163-D ALTA VISTA

WHEREAS, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149, Tree Removal Guidelines:

- 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 should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on May 7, 2020, the Landscape Committee reviewed a request for removal of one Rustyleaf Fig tree. The request was received from the Member at 3163-D who cited the reasons as litter/debris, overgrown, and safety concerns and;

WHEREAS, the Committee determined that the tree meets the guidelines established in Resolution 03-11-149 and recommends approving the request for the removal of one Rustyleaf Fig tree, at the Member's expense, located at 3163-D Alta Vista.

NOW THEREFORE BE IT RESOLVED, May 19, 2020, the Board of Directors approves the request for the removal of one Rustyleaf Fig tree located at 3163-D;

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

10b. Finance Committee Recommendations:

Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual preliminary financials for the month of March 2020, and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code §5501.

10c. Resolution to Revise the Third/GRF Committee Assignments

RESOLUTION 03-20-36
Third Mutual Committee Appointments

RESOLVED, May 19, 2020 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

Steve Parsons, Chair
John Frankel
Lynn Jarrett
Ralph Engdahl
Robert Mutchnick
Craig Wayne, Alternate
Voting Advisors: Mike Butler and Mike Plean
Staff Advisor: Siobhan Foster

Communications Committee

Annie McCary, Chair
Lynn Jarrett
Reza Karimi
Doug Gibson
Steve Parsons, Alternate

Executive Hearing Committee

Annie McCary, Chair
Ralph Engdahl, Co-Chair

Robert Mutchnick
Doug Gibson
Steve Parsons, Alternate
John Frankel, Alternate

Finance (Committee of the Whole)

Jon Pearlstone, Chair
Steve Parsons, Co-Chair
Craig Wayne
Non-Voting Advisors: John Hess, Wei-Ming Tao

Investment Task Force

Jon Pearlstone
Wei-Ming Tao
Craig Wayne, Alternate

Garden Villa Recreation Room Subcommittee (Quarterly)

Lynn Jarrett, Chair
Jon Pearlstone
Doug Gibson
Craig Wayne, Alternate
Voting Advisors: Sharon Molineri, Stuart Hack, Randy Scott

Landscape Committee

Lynn Jarrett, Chair
Jon Pearlstone, Co-Chair
Cush Bhada
Reza Karimi
Annie McCary
Ralph Engdahl, Alternate
Advisor: Cindy Baker

Maintenance and Construction Committee

Robert Mutchnick, Chair
Cush Bhada, Co-Chair
John Frankel
Jon Pearlstone
Craig Wayne
Reza Karimi, Alternate
Ralph Engdahl, Alternate

New Resident Orientation

Per Rotation List

Water Conservation Committee (Quarterly)

Reza Karimi, Chair
Lynn Jarrett
Robert Mutchnick
John Frankel
Ralph Engdahl
Doug Gibson, Alternate
Advisors: Katheryn Freshley, Kay Havens

Parking & Golf Cart Task Force

Steve Parsons, Chair
Lynn Jarrett
John Frankel
Ralph Engdahl
Craig Wayne, Alternate
Advisor: Hal Horne

Resident Policy and Compliance Task Force

Lynn Jarrett, Chair
Reza Karimi, Co-Chair
Steve Parsons
Robert Mutchnick
Ralph Engdahl
Cush Bhada, Alternate
Voting Advisor: Stuart Hack

Energy Research Group

Cush Bhada
John Frankel
Ralph Engdahl
Reza Karimi, Alternate
Advisors: Sue Stephens, Bill Walsh

RESOLVED FURTHER, that Resolution 03-20-24, 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 this resolution.

RESOLUTION 03-20-37
GRF Committee Appointments

RESOLVED, May 19, 2020, 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:

Business Planning Committee

Steve Parsons
Jon Pearlstone
Lynn Jarrett, Alternate

Community Activities Committee

Annie McCary
Cush Bhada
Jon Pearlstone, Alternate
Doug Gibson, Alternate

Equestrian Center Ad Hoc Committee

Cush Bhada (Third)
Annie McCary (Third)

GRF Finance Committee

Jon Pearlstone
Steve Parsons
Robert Mutchnick, Alternate

Purchasing Ad Hoc Committee (new)

Steve Parsons
Jon Pearlstone
Cush Bhada, Alternate

GRF Landscape Committee

Lynn Jarrett
Reza Karimi
Ralph Engdahl, Alternate

GRF Maintenance and Construction Committee

Cush Bhada
John Frankel
Jon Pearlstone, Alternate
Doug Gibson, Alternate

Clubhouse 1 Renovation Ad Hoc Committee

Jon Pearlstone
Robert Mutchnick

PAC Renovation Ad Hoc Committee

Jon Pearlstone
Cush Bhada
John Frankel, Alternate

Media and Communication Committee

Annie McCary
Lynn Jarrett
Craig Wayne, Alternate
Doug Gibson, Alternate

Mobility and Vehicles Committee

Craig Wayne
John Frankel
Cush Bhada, Alternate

Security and Community Access Committee

Robert Mutchnick
Ralph Engdahl
Reza Karimi, Alternate

Disaster Preparedness

Annie McCary
John Frankel
Ralph Engdahl
Doug Gibson, Alternate

Laguna Woods Village Traffic Hearings

Robert Mutchnick
John Frankel
Ralph Engdahl, Alternate

Strategic Planning Committee

Jon Pearlstone
~~Robert Mutchnick~~
~~Steve Parsons, Alternate~~

RESOLVED FURTHER, that Resolution 03-20-25, 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 this resolution.

Director Mutchnick made a motion to approve the consent calendar as presented. Director McCary seconded the motion and the motion passed without objection.

11. Unfinished Business -- none

12. New Business

12a. Landscape Committee Recommendation

Entertain a Motion to Deny Tree Removal Request: 3306-P Via Carrizo (Chung) – One Lemon Scented Gum tree and one Carrotwood tree, as it does not meet the guidelines in Resolution 03-11-149

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-20-38
DENY THE REQUEST FOR REMOVAL OF
ONE LEMON SCENTED GUM TREE AND ONE CARROTWOOD TREE AT
3306-P VIA CARRIZO

WHEREAS, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149, Tree Removal Guidelines:

- 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 should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on May 7, 2020, the Landscape Committee reviewed the request for the removal of one Lemon Scented Gum tree and one Carrotwood tree. The request was received from the member at 3306-P who cited the reasons as overgrown, falling debris and berries from the trees falling onto the roof causing disruptive noise and;

WHEREAS, the Committee determined that the trees do not meet the guidelines established in Resolution 03-11-149 and recommends denying the request for the removal of one Lemon Scented Gum tree and one Carrotwood tree located at 3306-P Via Carrizo.

NOW THEREFORE BE IT RESOLVED, May 19, 2020, the Board of Directors denies the requests for the removal of one Lemon Scented Gum tree and one Carrotwood tree located at 3306-P;

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

Director Jarrett made a motion to deny the request for tree removal of one Lemon Scented Gum tree and one Carrotwood tree (3306-P Via Carrizo). Director Mutchnick seconded the motion.

Discussion ensued among the Directors.

President Parsons called for the vote, and the motion passed without objection.

12b. Landscape Committee Recommendation

Entertain a Motion to Deny Tree Removal Request: 5537-B Via La Meza (Carpenter) – One Ornamental Pear tree, as it does not meet the guidelines in Resolution 03-11-149

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-20-39
DENY THE REQUEST FOR REMOVAL OF
ONE ORNAMENTAL PEAR TREE AT 5537-B VIA LA MEZA

WHEREAS, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149, Tree Removal Guidelines:

- 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 should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on May 7, 2020, the Landscape Committee reviewed the request for the removal of one Ornamental Pear tree. The request was received from the member at 5537-B who cited the reasons as litter/debris, sewer damage, overgrown, and poor condition and;

WHEREAS, the Committee determined that the tree does not meet the guidelines established in Resolution 03-11-149 and recommends denying the request for the removal of one Ornamental Pear tree located at 5537-B Via La Meza.

NOW THEREFORE BE IT RESOLVED, May 19, 2020, the Board of Directors denies the requests for the removal of one Ornamental Pear tree located at 5537-B;

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

Director Jarrett made a motion deny the request for tree removal of one Ornamental Pear Tree (5537-B Via La Meza). Director Karimi seconded the motion.

Discussion ensued among the Directors.

President Parsons called for the vote, and the motion passed without objection.

12c. Entertain a Motion to Reduce Funding for Nine Projects/Programs for the 2020 Fiscal Year

Director Jarrett commented about the project reduction for the 2020 fiscal year. Director Pearlstone gave a recommendation to reduce funding for programs directly affected by COVID-19 work stoppage. Director Mutchnick discussed which projects the Maintenance and Construction Committee recommended for reduction or elimination for the remainder of the 2020 fiscal year: 1) building address signs, 2) parapet walls, 3) energy projects, 4) golf cart parking and striping, 5) epoxy waste line remediation, 6) elevator replacement program, 7) building structures, 8) dry rot, and 9) exterior paint.

Director Pearlstone made a motion to approve staff's recommendation to reduce funding for the nine projects. The motion was seconded by Director Mutchnick.

President Parsons called for the vote and the motion passed without objection.

12d. Entertain a Motion to Introduce a Resolution to Change the Election Date

RESOLUTION 03-20-40
APPROVE INSPECTOR OF ELECTION SERVICES

WHEREAS, Civil Code §5110 requires an association to select an independent third party as an inspector of elections;

WHEREAS, for transparency purposes and due to the number of ballots received it is necessary to contract for an Inspector of Elections;

WHEREAS, an Inspector of Elections is used, among other tasks, to print and mail voter packages, inspect and tabulate ballots, and certify results; and,

NOW THEREFORE BE IT RESOLVED, on May 19, 2020, that the Board of Directors of Third Laguna Hills Mutual hereby approves single-sourcing a contract to UniLect to perform Inspectors of Election services for the 2020 Election of Directors and a vote on the Restatement of the Third Laguna Hills Mutual Covenants, Conditions and Restrictions (CC&Rs) and the By-laws; and

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

RESOLUTION 03-20-41
2020 ANNUAL MEETING

WHEREAS, Section 5.2 of the Third Laguna Hills Mutual Bylaws states in part: "The annual meeting of Mutual Members shall be held on the first Thursday of October of each year at 9:30 A.M. unless the Board of Directors fixes another time and/or date and so notifies the Mutual Members as provided in 5.4. The Annual Meeting shall be devoted to reporting on the state of the corporation and the installation of newly elected Directors;"

WHEREAS, the first Thursday of October 2020 is Thursday, October 1, 2020 and as such would be the date of the annual meeting of Mutual Members;

WHEREAS, the schedule for the counting of the ballots for Election of Directors is scheduled to occur on November 3, 2020 followed by the annual meeting of Mutual Members on November 5, 2020;

WHEREAS, the Board of Directors plans to hold an election on the Restatement of the Third Laguna Hills Mutual Covenants, Conditions and Restrictions (all fifty-nine versions) (CC&Rs) and the By-laws at the same time as the Election of Directors to maximize election participation and realize economies of scale related to election expenses;

WHEREAS, normal business operations have been impeded by the COVID-19 crisis and federal, state and local public health regulations, especially the stay-at-home order, social distancing requirement, and prohibition on gatherings of more than ten persons;

WHEREAS, extension of the 2020 election schedule to the extent possible is prudent to allow more time for the annual election process given the

impact of current health and safety restrictions on normal business operations;

WHEREAS, extension of the 2020 election schedule to the extent possible may allow the 2020 election process to benefit from the lessening of COVID-19-related health and safety regulations by federal, state and local governments that may occur as summer progresses;

NOW THEREFORE IT BE RESOLVED, on May 19, 2020, that the Board of Directors of this Corporation authorizes the extension of the 2020 election schedule and hereby sets Tuesday, November 3, 2020 as the date upon which, if quorum is achieved, that the ballots will be opened and counted for the Restatement of the CC&Rs and By-laws and the date upon which, if quorum is achieved, where ballots would be opened and counted at 1:30 p.m. for the Election of Directors and Thursday, November 5, 2020, at 9:30 a.m. as the date and time of the annual meeting of Mutual Members and the organizational meeting for the newly elected Directors.

RESOLVED FURTHER, that whether or not a quorum is obtained in the election regarding the Restatement of the CC&Rs and Bylaws, the voting period for same may be extended in order to allow for more time to vote or for more votes to be cast.

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.

Director Mutchnick made a motion to approve the proposed 2020 election schedule, set the annual meeting of Mutual Members, and appoint the UniLect Corporation as the Inspector of Election for the Election of Directors and election on the restatement and amendment of the Third Laguna Hills Mutual Covenants, Conditions and Restrictions (all fifty-nine versions) (CC&Rs) and the By-laws. The motion was seconded by Director Pearlstone.

Discussion ensued among the directors.

Siobhan Foster commented that the election will be delayed due to the COVID-19 and SB 323. She reviewed the new election schedule dates.

President Parsons called for the vote and the motion passed without objection.

13. Committee Reports

- 13a.** Report of the Finance Committee / Financial Report – Director Pearlstone gave a presentation on the Treasurer’s report, Resale/Leasing report and the last Third Finance Committee report. The Committee met on May 5, 2020; next meeting June 2, 2020, at 1:30 p.m. as a virtual meeting.

- (1) Treasurer’s Report
- (2) Third Finance Committee Report
- (3) Resales/Leasing Reports

- 13b.** Report of the Architectural Controls and Standards Committee – Director Parsons reported from the last Committee Meeting. The Committee is working on reorganizing. The Committee met on February 24, 2020; next meeting TBA.

- 13c.** Report of the Communications Committee – Director McCary reported the Committee met on October 9, 2019; next meeting TBA.

- 13d.** Report of the Maintenance and Construction Committee – Directors Mutchnick reported on the last Committee Meeting. The Committee is working on project reductions and street lights. The Committee met on March 2, 2020; next meeting July 6, 2020, at 1:30 p.m. in the Board Room.

- (1) Report of the Parking and Golf Cart Task Force – President Parsons. The Task Force met on January 6, 2019; next meeting TBA.

- (2) Garden Villa Rec. Room Sub-Committee – Director Jarrett reported on the last Sub-Committee Meeting which met on February 10, 2020; the next meeting TBA.

- 13e.** Report of the Landscape Committee – Director Jarrett reported on the last Landscape Committee meeting. The Committee is working on plants relocated for balcony inspection project, mulch program, landscape schedule listed on the website, slope vegetation reduction project to reduce fire risk, and drought tolerant plant project. The Committee met on May 7, 2020; next meeting June 4, 2020, at 9:30 a.m. as a virtual meeting.

- 13f.** Report of the Water Subcommittee – Director Karimi encouraged residents to watch their water usage. The El Toro Water District is open with minimal staff. The recycle water project has been postponed due to COVID-19. The subcommittee met on October 9, 2019; next meeting TBA.

- 13g.** Report of the Resident Policy and Compliance Committee – Director Jarrett reported on the last Committee meeting. The Committee is working on the

leasing policy, updating guarantors and barbeque rules. The Task Force met on May 14, 2020; next meeting June 23, 2020.

- 13h.** Report of the Energy Research Group – Director Frankel reported the Task Force has been changed to a Research Group. The Task Force met on March 4, 2020; next meeting TBA.

14. GRF Committee Highlights

- 14a.** Community Activities Committee – Director Bhada reported on the Committee meeting. Golf and Tennis facilities has opened, the July 4th celebration has been cancelled, and outdoor equipment for parks. The Committee met on May 14 2020; next meeting June 11, 2020, at 1:30 p.m. location TBA.
- 14b.** GRF Finance Committee – Director Pearlstone. The Committee is checking on the impact of COVID-19 on the budget. The Committee met on April 22, 2020; next meeting June 24, 2020, 1:30 p.m. location TBA.
- 14c.** GRF Landscape Committee – Director Jarrett. The Committee met on February 12, 2020; next meeting August 12, 2020, at 1:30 p.m. location TBA.
- 14d.** GRF Maintenance & Construction Committee – Director Bhada reported on the Committee meeting. The Committee met in closed session on April 8, 2020; next meeting June 10, 2020, at 9:30 a.m. location TBA.
- (1) PAC Renovation Ad Hoc Committee – Director Pearlstone on the Committee meeting. The Committee is working on the bids for the project. The Committee met on May 14, 2020 in closed session.
- 14e.** Media and Communications Committee – Director McCary reported on the Committee meeting. The Committee reported that the new resident orientation is currently on hold, the exercise programs on TV6 are very popular, training for Board Members is upcoming, distribution of face mask throughout the community. Encouraged residents to visit the website for updated information on activities that are open. The committee met on May 18, 2020; next meeting June 15, 2020, at 1:30 p.m. location TBA.
- 14f.** Mobility and Vehicles Committee – Director Frankel reported on the Committee meeting. The Committee met on February 5, 2020; next meeting June 3, 2020, at 1:30 p.m. in the Board Room.
- 14g.** Security and Community Access Committee – Director Mutchnick. The Committee met on February 24, 2020; next meeting June 22, 2020 at 1:30 p.m. location TBA.

(1) Disaster Preparedness Task Force – Director Engdahl. The Task Force met on January 28, 2020; next meeting July 28, 2020, 9:30 a.m. location TBA.

14h. Report of the Laguna Woods Village Traffic Hearings – Director Mutchnick. The hearings were held on February 19, 2020; next hearings TBA.

15. Future Agenda Items – *All matters listed under Future Agenda Items are items for a future Board Meetings. The Board will take action on these items at a future Board Meeting.*

15a. Parking Report

15b. Alternative Heat Source Policy (August initial notification—September postponed. Add to agenda for June 2020)

15c. Resident Suggestion Program

15d. Businesses Owning Property within Laguna Woods Village

15e. Resolution to Designate a Building as Non-Smoking (FEBRUARY referred back to Committee for revisions)

15f. Alterations Review

15g. Orange County Mosquito and Vector Control District Presentation (scheduled for June 2020)

16. Director's Comments

- Director Pearlstone commented that the board officers are working to keep expenses down during this crisis.
- Director Bhada wished that everyone stay healthy.
- Director Jarrett commented that the supervisor will contact the owner at 5148 regarding the turf issue.
- Director Mutchnick thanked Director Bhada for his service and stay healthy
- Director Karimi asked residents to keep the concerts going and follow social distancing.
- VMS Director Tao commented on a good meeting in record time.

17. Recess

The Board recessed at 10:45 a.m. and reconvened in Closed Session at 10:55 a.m.

Summary of Previous Closed Session Meetings per Civil Code Section §4935

During the April 3, 2020, Emergency Closed Meeting, the Board:

Approval of the Agenda

Discussed the Litigation Matters Related to the Ayres Hotel

During the April 10, 2020 Special Closed Meeting, the Board:

Discussed Litigation Matters Related to the Ayres Hotel

Discussed Matters Related to COVID-19

During the April 21, 2020 Regular Closed Session, the Board:

Approved the Agenda

Approved the Meeting Minutes of:

- (a) February 4, 2020 – Special Closed Meeting*
- (b) February 7, 2020 – Special Closed Meeting*
- (c) February 18, 2020 – Regular Closed Session*
- (d) March 3, 2020 – Special Closed Meeting*
- (e) March 5, 2020 – Special Closed Meeting*
- (f) March 6, 2020 – Special Closed Meeting*

Discussed and Considered Legal and Litigation Matters

Discussed and Considered Contractual Issues

Discussed Personnel Matters

Discussed Matters Related to COVID-19

Discussed the Disciplinary Case Report

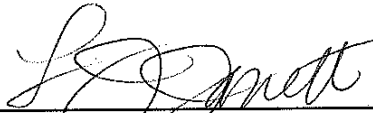
During the May 11, 2020 Special Closed Meeting, the Board:

Discussed Legal and Litigation Matters

Discussed and Considered Contractual Issues

18. Adjourn

With no further business to come before the Board of Directors, the meeting was adjourned at 3:20 p.m.



Lynn Jarrett, Secretary of the Board
Third Laguna Hills Mutual

Mosquitoes in Orange County:

What you need to know



- Established in 1947
- Provide Service to all of Orange County
- Control for Mosquitoes, Rats, Fire Ants and Flies



Mosquitoes Control Is Complicated

Marshes and Wetlands



Improperly-Planned BMP



Nurseries



Pools and Spas



Drains/City Infrastructure



Backyard and Small Sources



What We Do

- Teach residents how to:
 - Find sources
 - Remove possible mosquito sources
- Mosquito surveillance for disease
- Control of mosquitoes
 - Remove sources
 - Stock mosquitofish
 - Chemical control



CULEX VS AEDES



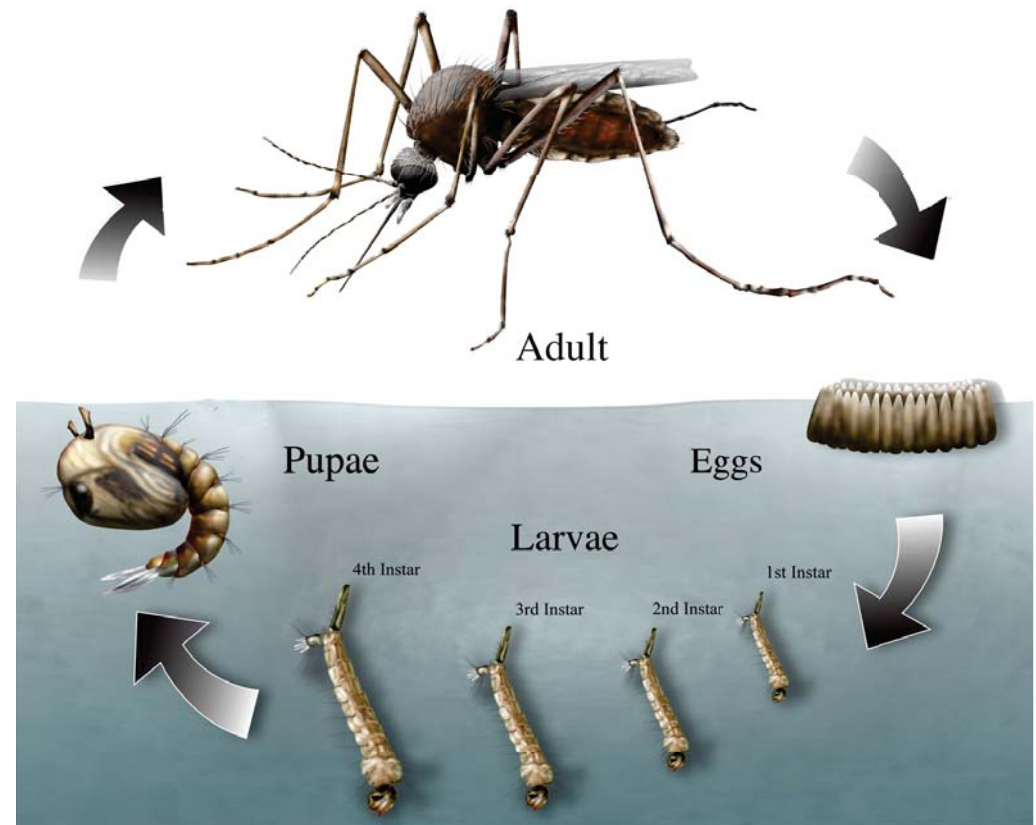
	<i>Culex</i>	<i>Aedes</i>
Breeding habits	Larger Sources	Backyard Sources
Biting habits	Bite at dusk and dawn, prefer birds	Bite during day, prefer mammals
Eggs	Eggs laid in rafts, require water	Individual eggs, viable for years in dry conditions
Breeding time	In as little as one week	In as little as one week
Where do they live	Outdoors	Indoor and Outdoors



Southern House Mosquito

CULEX QUINQUEFACIATUS

Life Cycle

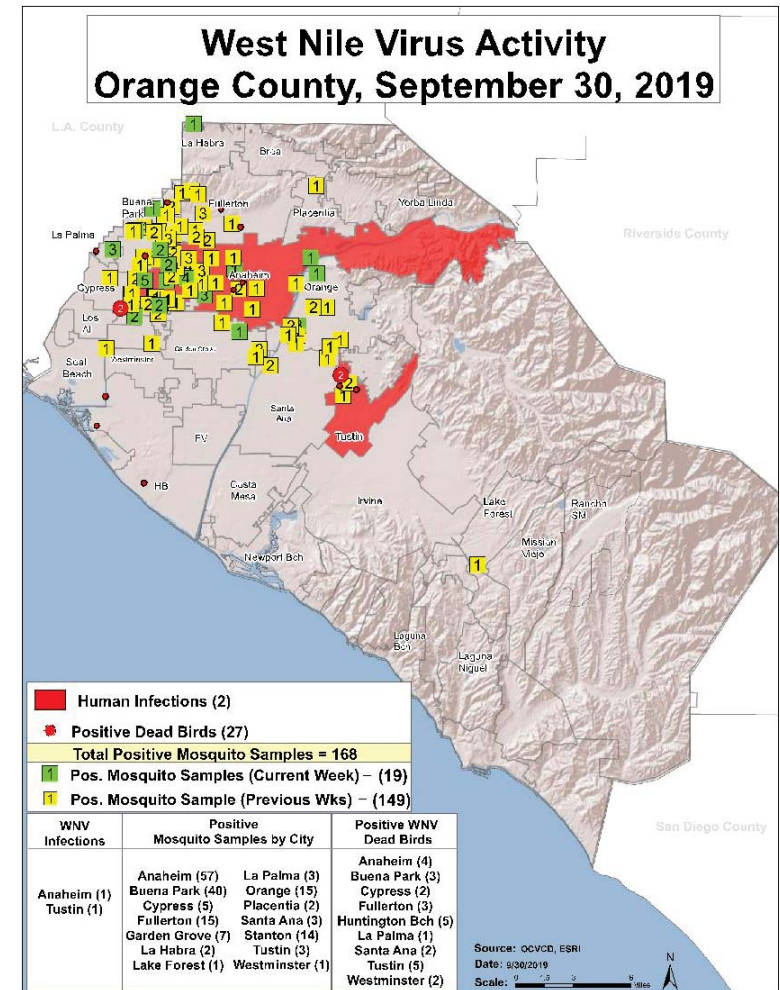


West Nile Virus in OC in 2019

- 168 mosquito samples tested

Positive for WNV

- 5 WNV Human Case
- 27 birds tested positive for WNV

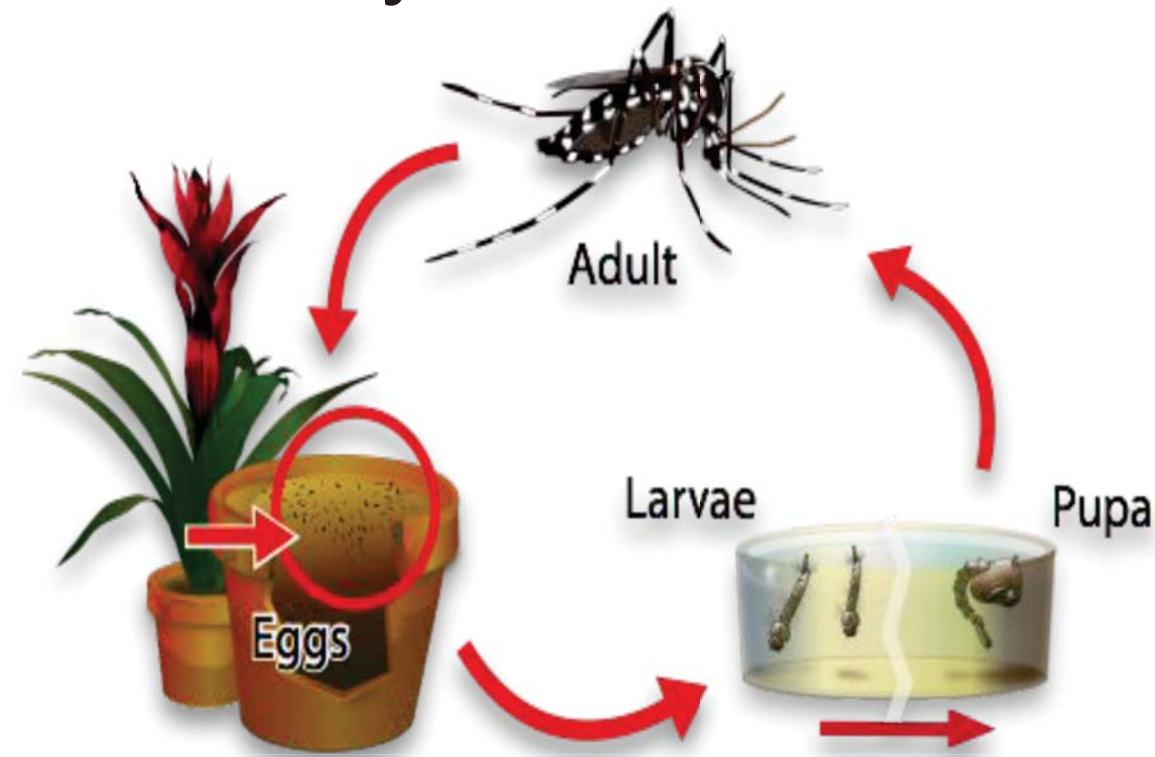


- Not native to California
- Black and white bands across body
- Aggressive day-time biters
- Breed indoors and outdoors
- Capable of transmitting:
 - ✓ Zika
 - ✓ Dengue fever
 - ✓ Chikungunya fever
 - ✓ Yellow fever
 - ✓ West Nile virus
 - ✓ Dog Heartworm



**Invasive *Aedes*
mosquito**

Life Cycle of the Invasive Aedes



- Mosquitoes can complete their life cycle in about 5-7 days.
- Mosquitoes need stagnant water to go through their life cycle.
- Eggs can survive without water for several years.

Impacts to Orange County

2016 = 3,500 acres or 5.0 sq miles

2017 = 17,000 acres or 26 sq miles

2018 = 45,600 acres or 71 sq miles

2019 = 67,633 acres or 105 sq miles

2020 = 89,666 acres or 140 sq miles

Livable area of Orange County =
320,000 or 500 sq miles

*Predictions use current data and reasonable assumptions that conditions will not change significantly in the future.

Invasive Mosquito Breeding



Educate residents:

(Vector control can provide brochures or other visual for HOAs)

- Do not to grow plants in water-filled buckets or vases - even indoors.
- Remove saucers from under potted plants.
- Remove bromeliads and other plants that naturally hold water from your yard or patios
- Scrub outdoor containers that have held water with hot, soapy water to kill mosquito eggs. Store in a dry place.

Helpful Hints for HOA crews

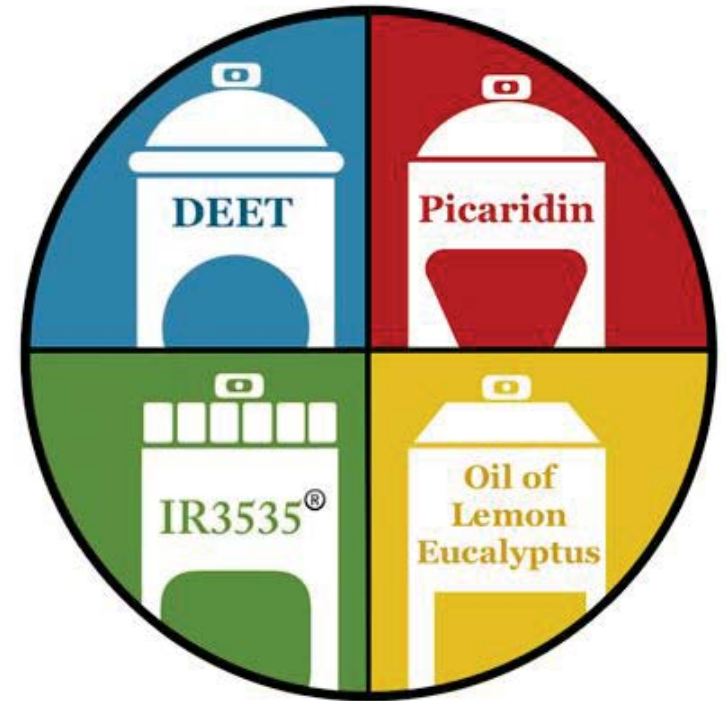
Make sure maintenance staff is taking necessary precautions:

- Clear any debris in waterways/channels, gutters and maintains any natural or manmade ponds, fountains or water features on the property.
- Remove bromeliads and other plants that naturally hold water from your landscape.



Working Together

- Talk to your neighbors/community
- Mosquito control is a shared responsibility
- Shared messaging to the community
- Shared responsibility in source reductions
- Use EPA Registered Repellants repellent when outdoors.

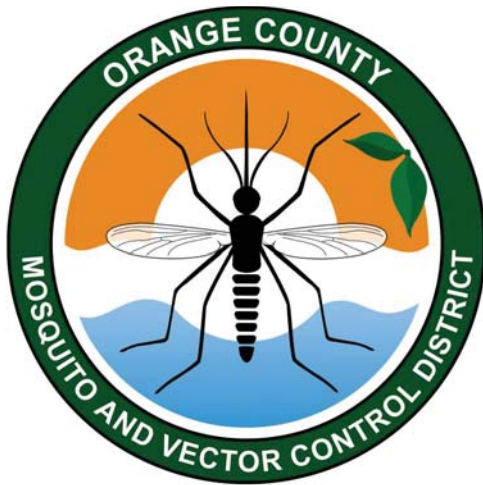


Recommendations

- Dump and drain any containers filled with water at least once a week
- Dump water from potted plant saucers
- Close all unscreened doors and windows to prevent mosquitoes from entering the home
- Reduce outdoor activity during peak mosquito (dusk & dawn)
- Wear long sleeve shirts and long pants, and opt for lighter-colored clothing
- Wear repellent containing DEET®, Picaridin, IR3535, or oil of lemon eucalyptus



TIP, TOSS, TAKE ACTION!



Lora Young, Director of
Communications

lyoung@ocvector.org

(714) 971- 2421 x 115

www.ocvector.org

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RESOLUTION 03-20-XX

Recording of a Lien

WHEREAS, Member ID 931-590-42; 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, June 16, 2020, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-590-42 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 03-20-XX

**Deny the Request of Off-Schedule Trimming of Two Silk Oaks
3337-1G Punta Alta**

WHEREAS, on June 4, 2020, the Landscape Committee reviewed the request for the off-schedule trimming of two Silk Oak trees. The request was received from the member at 3337-1G who cited the reasons as litter/debris and concern that the leaves on the sidewalk are hazardous to pedestrians and;

WHEREAS, the Committee determined that the trees do not meet the guidelines for off-schedule trimming since reducing the foliage of these trees to reduce the leaf drop would damage the overall health of the trees and recommends denying the request for the off-schedule trimming of two Silk Oak trees located at 3337-1G Punta Alta.

NOW THEREFORE BE IT RESOLVED, June 16, 2020, the Board of Directors denies the request for the off-schedule trimming of two Silk Oak trees located at 3337-1G;

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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Financial Report

Preliminary as of April 30, 2020



INCOME STATEMENT (in Thousands)	ACTUAL
Assessment Revenue	\$11,055
Non-assessment Revenue	\$1,060
Total Revenue	\$12,115
Total Expense	\$9,485
Net Revenue/(Expense)	\$2,630

1

Financial Report

Preliminary as of April 30, 2020



OPERATING ONLY INCOME STATEMENT (in Thousands)	ACTUAL
Assessment Revenue	\$6,743
Non-assessment Revenue	\$347
Total Revenue	\$7,090
Total Expense ¹	\$6,394
Operating Surplus	\$696

1) excludes depreciation

2

Financial Report

Preliminary as of April 30, 2020

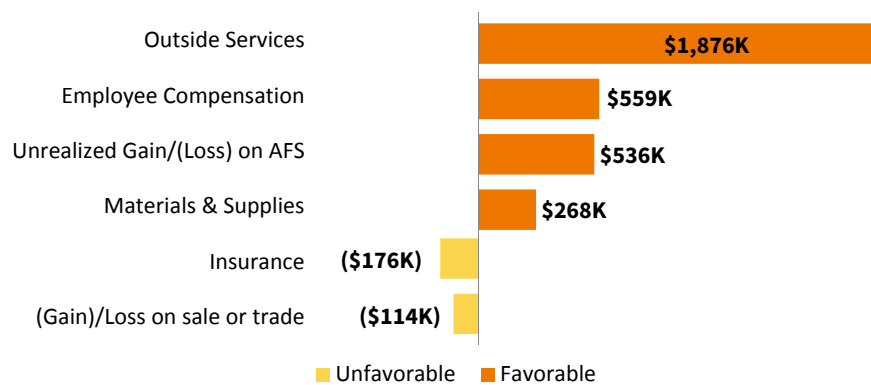


INCOME STATEMENT (in Thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$11,055	\$11,055	\$0
Non-assessment Revenue	\$1,060	\$662	\$398
Total Revenue	\$12,115	\$11,717	\$398
Total Expense	\$9,485	\$12,236	\$2,751
Net Revenue/(Expense)	\$2,630	(\$519)	\$3,149

3

Financial Report

Preliminary as of April 30, 2020



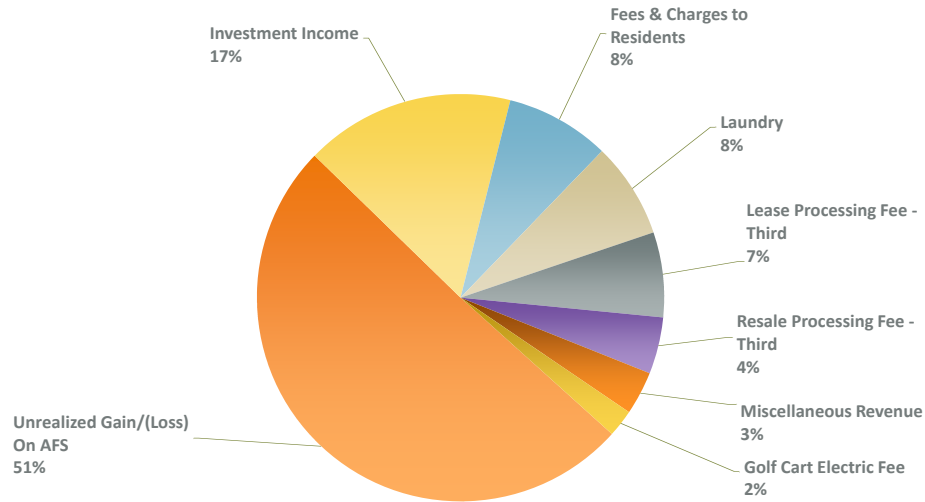
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Financial Report

Preliminary as of April 30, 2020



Total Non Assessment Revenues \$1,059,663



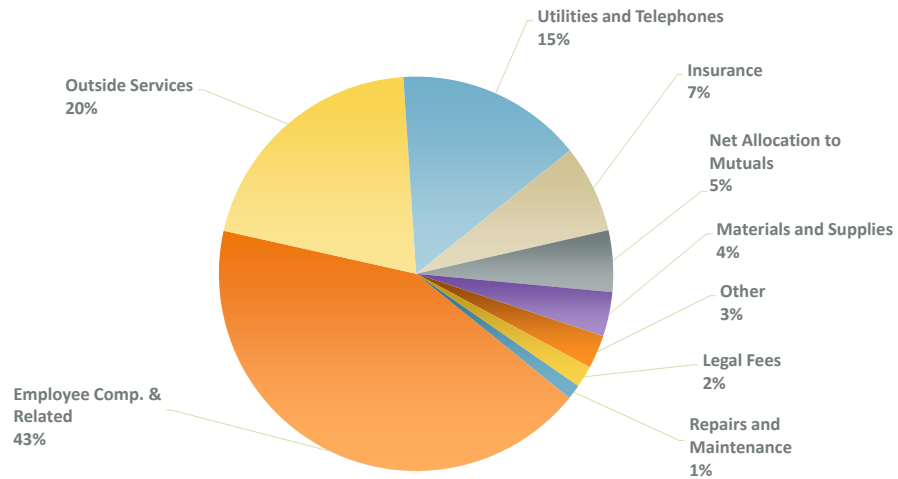
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Financial Report

Preliminary as of April 30, 2020



Total Expenses \$9,484,512



6

Financial Report

Preliminary as of April 30, 2020



NON OPERATING FUND BALANCES (in Thousands)	Replacement Funds*	Disaster Fund	Unappropriated Expenditures Fund	Garden Villa Fund	TOTAL
Beginning Balances: 1/1/20	\$16,033	\$9,065	\$3,626	\$73	\$28,797
Contributions & Interest	4,115	594	286	30	5,025
Expenditures	2,495	504	15	32	3,046
Current Balances: 4/30/20	\$17,653	\$9,155	\$3,897	\$71	\$30,776

* Includes Elevator and Laundry Funds

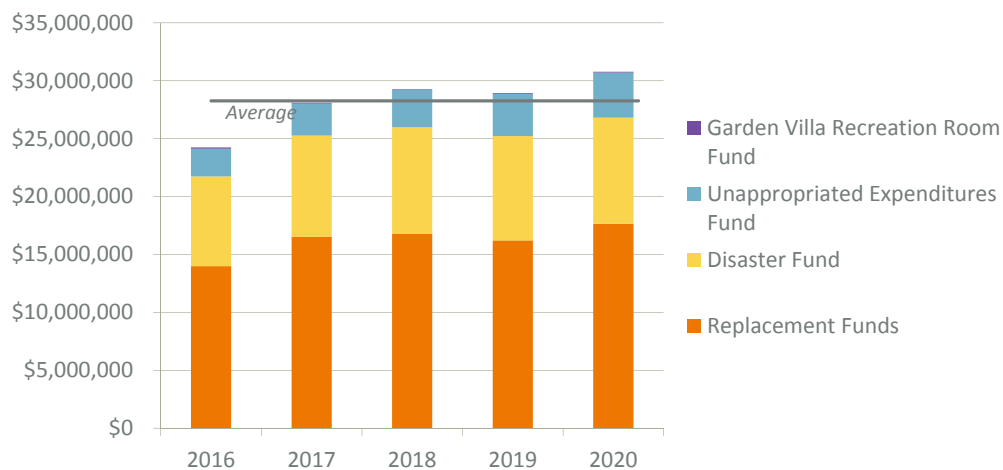
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Financial Report

Preliminary as of April 30, 2020



FUND BALANCES – Third Mutual



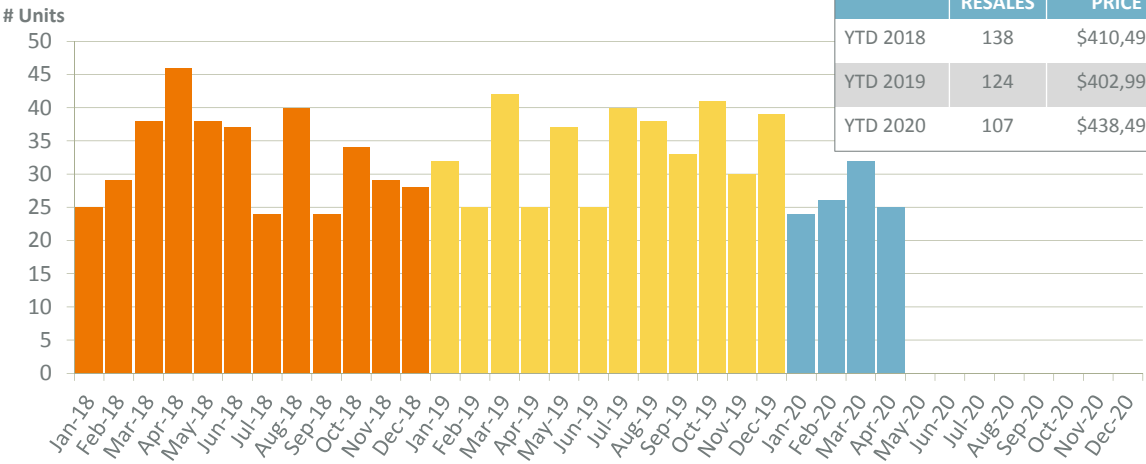
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Financial Report

Preliminary as of April 30, 2020



RESALE HISTORY – Third Mutual



Third Laguna Hills Mutual
Statement of Revenues & Expenses - Preliminary
4/30/2020
(\$ IN THOUSANDS)

		CURRENT MONTH			YEAR TO DATE			PRIOR YEAR	TOTAL
		ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET
Revenues:									
Assessments:									
1	Operating	\$1,686	\$1,686		\$6,743	\$6,743		\$6,256	\$20,228
2	Additions to restricted funds	1,078	1,078		4,312	4,312		4,487	12,935
3	Total assessments	2,764	2,764		11,055	11,054		10,742	33,163
Non-assessment revenues:									
4	Fees and charges for services to residents	38	49	(11)	88	196	(108)	263	588
5	Laundry	22	18	3	81	73	7	56	220
6	Investment income	61	45	16	177	179	(2)	201	536
7	Unrealized gain/(loss) on AFS investments	260		260	536		536		
8	Miscellaneous	52	54	(1)	179	214	(36)	298	643
9	Total non-assessment revenue	433	166	267	1,060	662	397	817	1,988
10	Total revenue	3,197	2,929	267	12,114	11,717	397	11,559	35,150
Expenses:									
11	Employee compensation and related	894	1,154	260	4,047	4,606	559	4,226	13,940
12	Materials and supplies	48	147	99	345	613	268	463	1,787
13	Utilities and telephone	288	430	142	1,449	1,632	182	1,398	5,542
14	Legal fees	67	42	(26)	170	167	(3)	108	500
15	Professional fees	10	16	6	42	69	27	42	145
16	Equipment rental	3	2	(1)	8	7	(1)	11	20
17	Outside services	339	1,083	744	1,942	3,818	1,876	1,570	11,661
18	Repairs and maintenance	28	32	4	112	127	14	110	380
19	Other Operating Expense	12	16	5	43	66	23	51	199
20	Insurance	170	126	(44)	682	506	(176)	430	1,517
21	Investment expense		4	4	3	16	13	12	47
22	Uncollectible Accounts	1	10	9	4	40	36	177	120
23	(Gain)/loss on sale or trade	133		(133)	114		(114)	7	
24	Depreciation and amortization	11	11		45	45		48	136
25	Net allocation to mutuals	124	131	6	478	526	48	384	1,577
26	Total expenses	2,128	3,203	1,074	9,485	12,236	2,752	9,035	37,572
27	Excess of revenues over expenses	\$1,068	(\$274)	\$1,342	\$2,630	(\$520)	\$3,149	\$2,524	(\$2,421)



Statement of Revenues & Expenses - Preliminary
Variance Explanations as of April 30, 2020

SUMMARY

Third financial results were better than budget by \$3,149K as of April 30, 2020, primarily due to timing of programs and program adjustments related to the COVID-19 pandemic. Explanations for categories with significant variances are found below.

REVENUE

Unrealized gain/(loss) on AFS Investments – \$536K [Line 7](#)

Favorable variance due to reporting of Unrealized Gain on Available for Sale Investments. A monthly entry is made to reflect investment market conditions, which fluctuate. The variance was partially offset by realized losses, recorded in line 23, below.

EXPENSES

Employee Compensation and Related – \$559K [Line 11](#)

Favorable variance due to fewer hours used in Landscape Department. The mulching program began in April and the re-planting project will begin later this year. Blowing is based on landscaping needs and is expected to increase in May as mowing frequency increased to a weekly basis. Tree maintenance program was budgeted evenly throughout the year, but began in April. Additionally, several employees were furloughed primarily affecting the M&C departments due to the COVID-19 pandemic. Favorable variance was furthered by open positions in Landscape and M&C; a hiring freeze was put into effect for non-essential work. Compensation and related favorable variance was partially offset by Plumbing due to higher levels of service tickets for general plumbing services and leak investigation. Plumbing staff closed 1,139 service tickets through the reporting period.

Materials and Supplies – \$268K [Line 12](#)

Favorable variance due to the timing of certain programs such as building structures (carpentry), dry rot repairs, exterior paint program, turf fertilizer application, and irrigation drainage, which will occur later in the year. To a lesser extent, COVID-19 pandemic has put a hold on programs, including exterior paint.

Utilities and Telephone – \$182K [Line 13](#)

Average year to date water consumption is 23% lower than budget due to favorable weather conditions. Staff uses evapotranspiration (ET) weather data to measure water usage for irrigation. To a lesser extent, the variance was furthered by electricity due to timing of invoices. Solar is nearing the end of the relevant period, and SCE will reconcile the accounts for the year and bill accordingly.



Statement of Revenues & Expenses - Preliminary
Variance Explanations as of April 30, 2020

Outside Services – \$1,876K [Line 17](#)

Favorable variance is due to:

- **Building Structures – \$314K**

This program is dedicated to address the maintenance and replacement of building structures. Staff proactively inspects buildings to repair buildings that exhibit dry rot and building structural components that are not performing as designed. Favorable variance resulted from timing and work being postponed due to the COVID-19 pandemic. A total of five buildings were completed before the program was placed on hold. Likewise, favorable variance resulted in parapet wall repairs due to timing of scheduled work compared to the budget spread and work being put on hold. A total of five buildings are scheduled for parapet wall removal in 2020.

- **Exterior Lighting – \$285K**

Favorable variance is due to timing of scheduled work for the Street Light LED Conversion Project, which consists of retrofitting the existing lighting fixtures to more efficient LED technology. In 2019, M&C conducted pilot programs and chosen fixtures were approved for installation in December. Staff completed staging the area for installation with the funds that were carried over from 2019. Work began in May.

- **Roof Replacements – \$262K**

Favorable variance due to timing of scheduled work compared to budget spread and work being put on hold due to the COVID-19 pandemic. The Roof replacement program was scheduled to begin in March; however, through the reporting period, work had not begun.

- **Paving – \$255K**

Although budget is spread evenly throughout the year, paving programs such as asphalt repair, parkway concrete, and seal coat are scheduled from July through October.

Insurance – (\$176K) [Line 20](#)

Unfavorable variance due to higher premiums at the 10/1/19 renewal for property and casualty insurance. Insurance premium increases were implemented after 2020 budget was finalized. Significant changes in market conditions, catastrophic losses including wildfires in California, and a non-renewal situation required a new layered program structure to achieve the existing limits in a tight market.

(Gain)/loss on sale or trade – (\$114K) [Line 23](#)

Unfavorable variance due to realized loss occurring from sale of underperforming investments, which partially offsets some of the unrealized gain reflected in line 7, above.



FINANCE COMMITTEE MEETING REPORT OF THE REGULAR OPEN SESSION

Tuesday, June 2, 2020 – 1:30 p.m.
Virtual Meeting

MEMBERS PRESENT: Jon Pearlstone – Chair, Steve Parsons, Annie McCary, Cush Bhada, Lynn Jarrett, John Frankel, Robert Mutchnick, Ralph Engdahl, Doug Gibson, Reza Karimi
Advisors: Wei-Ming Tao, John Hess

MEMBERS ABSENT: Craig Wayne

STAFF PRESENT: Betty Parker, Steve Hormuth, Christopher Swanson

Call to Order

Director Jon Pearlstone, Treasurer, chaired the meeting and called it to order at 1:32 p.m.

Approval of Meeting Agenda

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

Approval of Meeting Report for May 5, 2020

Director Pearlstone commented on the May 5, 2020 committee report and the status of the requested items from the prior meeting. A motion was made and carried unanimously to approve the committee report as presented.

Member Comments

None.

Chair Remarks

Director Pearlstone mentioned that he received comments from members of the community at the GRF Board meeting, praising Third for its efforts for fiscal responsibility.

Department Head Update

Betty Parker, Chief Financial Officer, provided updates on 2020 budget carryovers, Civil Code 5500 reporting, insurance and investments. A meeting will be scheduled for the review the 2019 Audit adjusting entries with Directors Pearlstone, Parsons and both committee advisors.

Preliminary Financial Statements dated April 30, 2020

The committee reviewed financials and questions were addressed. The committee requested additional information on the following items:

- Sageview Presentation – Follow up on Gains/Losses on Sales of Investments and basis of reallocation of investment portfolio.

- Provide a variance explanation on YTD variance in Appliances division.
- Present recommendations to transfer funds into the discretionary investment account.
- Disaster Fund analysis for 2020 expenditures and projections

Insurance Program Update

Director Pearlstone requested a professional actuarial analysis to recommend the level of property insurance coverage if revisions to the CC&Rs are made. Staff will coordinate and provide the committee information on insurance industry standards and options for analytical analysis to help bring recommendations to the board.

2021 Reserve Study Update

The 2021 reserve study is underway and will be available for the first round of budget meetings next month.

Solar Analysis Update – Q1 (June, 2020)

Director Pearlstone commented on the need for reports to be included into agenda packets prior to the meeting.

The committee reviewed the 2020 Q1 Solar Analysis. Director Mutchnick requested a copy be sent to him via email. The committee requested that the 2020 Q2 Solar Analysis be distributed to the Finance Committee as soon as it was able via email.

Future Agenda Items

Solar System Update – Q2 (July)

Chargeable Services Analysis (Semi-Annual)

Committee Member Comments

None.

Date of Next Meeting

Tuesday, July 7, 2020 at 1:30 p.m.

Recess to Closed Session

The meeting recessed at 2:50 p.m.

DRAFT

Jon Pearlstone, Chair

Monthly Resale Report

PREPARED BY

Community Services Department

MUTUAL

All Mutuals

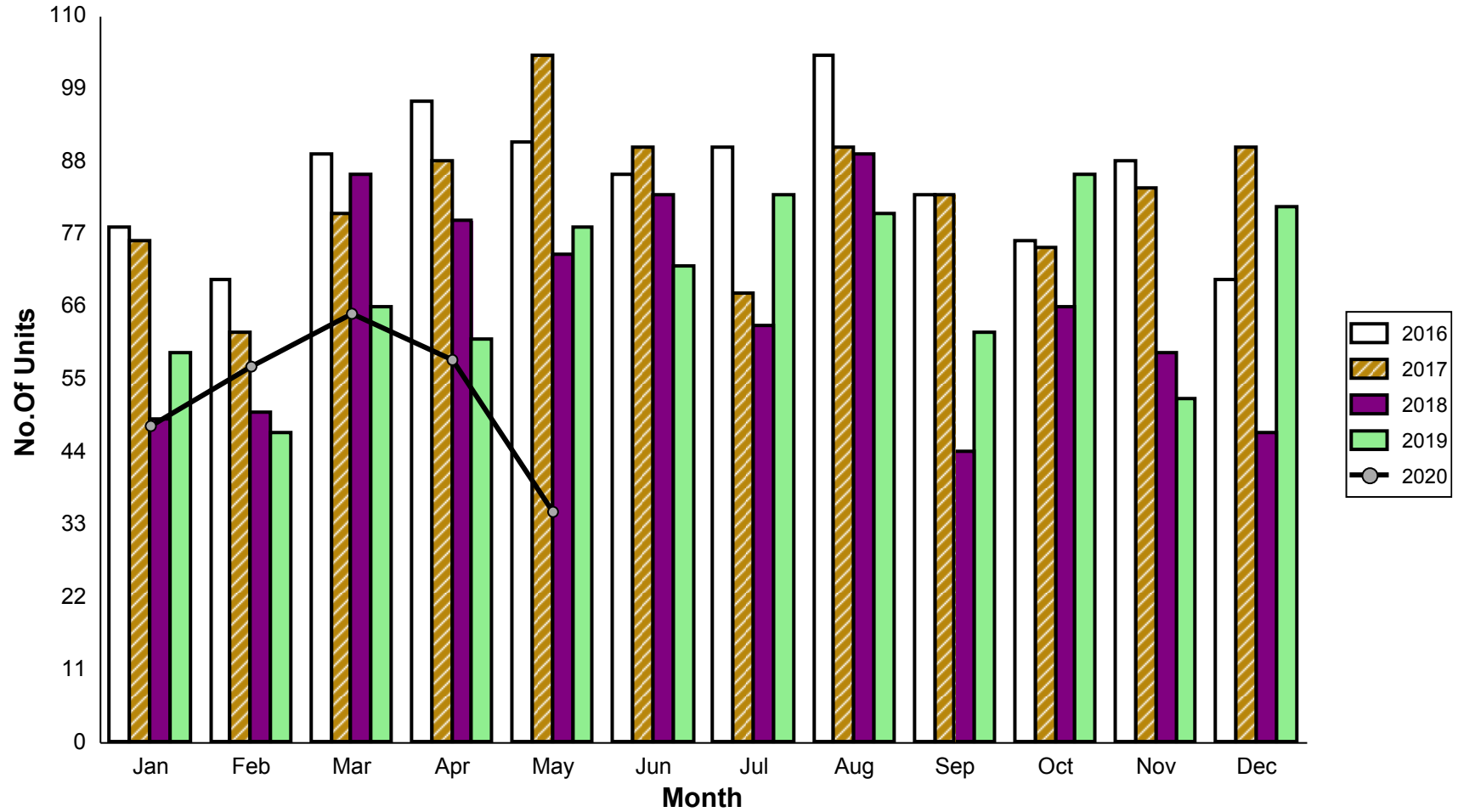
REPORT PERIOD

May, 2020

MONTH	NO. OF REALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	48	59	\$16,125,300	\$18,540,250	\$335,944	\$314,242
February	57	47	\$18,886,210	\$14,770,050	\$331,337	\$314,256
March	65	66	\$21,969,916	\$23,445,712	\$337,999	\$355,238
April	58	61	\$18,200,321	\$20,041,551	\$313,799	\$328,550
May	35	78	\$10,277,500	\$23,975,536	\$293,643	\$307,379
June		* 72		* \$21,298,290		* \$295,810
July		* 83		* \$27,170,573		* \$327,356
August		* 80		* \$26,206,000		* \$327,575
September		* 62		* \$20,171,980		* \$325,355
October		* 86		* \$26,648,300		* \$309,864
November		* 52		* \$18,653,350		* \$358,718
December		* 81		* \$27,517,600		* \$339,723
TOTAL	263.00	311.00	\$85,459,247	\$100,773,099		
MON AVG	52.00	62.00	\$17,091,849	\$20,154,620	\$322,544	\$323,933

* Amount is excluded from percent calculation

Resales - 5 Year Comparison



Monthly Resale Report

PREPARED BY

MUTUAL

REPORT PERIOD

Community Services Department

Third

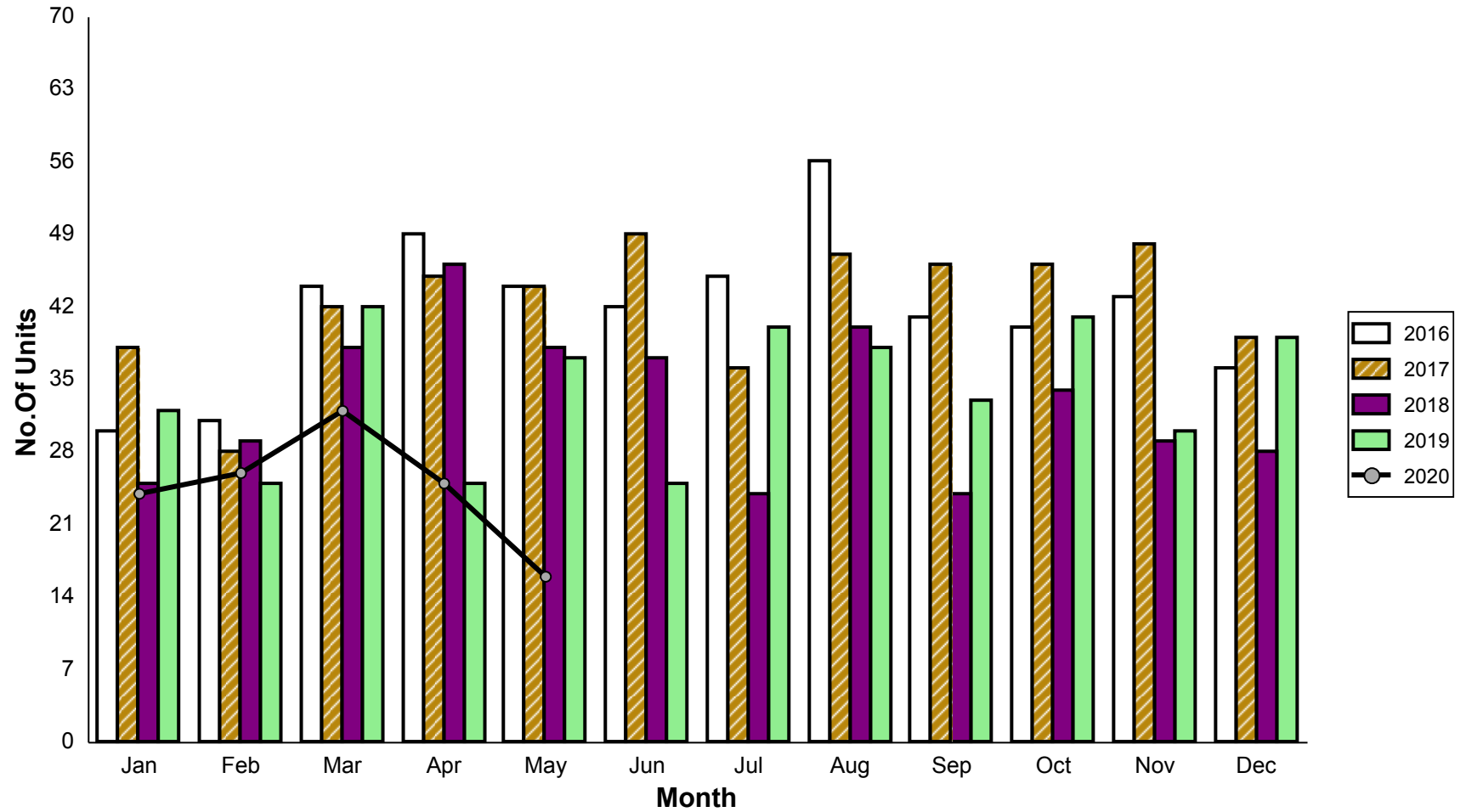
May, 2020

MONTH	NO. OF RESALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	24	32	\$10,015,000	\$12,482,100	\$417,292	\$390,066
February	26	25	\$12,158,700	\$10,208,000	\$467,642	\$408,320
March	32	42	\$13,946,416	\$16,639,712	\$435,826	\$396,184
April	25	25	\$10,830,833	\$10,435,500	\$433,233	\$417,420
May	16	37	\$5,604,000	\$16,273,033	\$350,250	\$439,812
June		* 25		* \$10,290,000		* \$411,600
July		* 40		* \$17,327,373		* \$433,184
August		* 38		* \$15,994,900		* \$420,918
September		* 33		* \$12,643,180		* \$383,127
October		* 41		* \$16,142,900		* \$393,729
November		* 30		* \$13,520,950		* \$450,698
December		* 39		* \$18,319,800		* \$469,738
TOTAL	123.00	161.00	\$52,554,949	\$66,038,345		
MON AVG	24.00	32.00	\$10,510,990	\$13,207,669	\$420,849	\$410,360
% CHANGE - YTD	-23.6%		-20.4%		2.6%	

% Change calculated (ThisYear - LastYear)/LastYear

* Amount is excluded from percent calculation

Resales - 5 Year Comparison



Resales Report

Third Laguna Hills Mutual

May, 2020

Close	Manor	Mutual	Price	Model/Style	Listing Realtor	Buyer Realtor	Escrow
05/27/2020	2257-S	3	\$203,000	Coronado	Coldwell Banker	Laguna Premier Realty, Inc	West Coast Escrow
05/12/2020	2277-Q	3	\$220,000	Casa Linda	Expert Real Estate	Laguna Premier Realty, Inc	Harmony Escrow
05/18/2020	2379-D	3	\$410,000	Cordoba	RE/MAX Coastal Homes	HomeSmart Evergreen	Corner Escrow Inc.
05/06/2020	2399-3G	3	\$241,000	Villa Capri	Century 21 Rainbow	Century 21 Rainbow	Granite Escrow
05/05/2020	3020-N	3	\$330,000	Casa Del Mar	Harcourts Prime Properties	Century 21 Astro	Advanced Escrow
05/22/2020	3027-C	3	\$404,000	Villa Nova	Regency Real Estate	The Listers	Corner Escrow Inc.
05/01/2020	3032-B	3	\$370,000	Casa Del Mar	OCDreamhomes	Century 21 Award	Generations Escrow
05/01/2020	3055-A	3	\$330,000	San Clemente	Berkshire Hathaway	Legacy 15 Real Estate	Blue Pacific Escrow
05/15/2020	3337-1B	3	\$195,000	Aragon	Incline Realty	Residential Agent Inc.	Lawyers Title
05/29/2020	3355-A	3	\$310,000	Catalina	Keller Williams Real Estate	Keller Williams Real Estate	Mor Escrow
05/29/2020	3356-B	3	\$310,000	Catalina	Century 21 Rainbow	New Star Realty & Investment	Corner Escrow Inc.
05/27/2020	3449-A	3	\$655,000	Navarro	Century 21 Award	Century 21 Rainbow	Escrow Network Group, Inc
05/22/2020	3498-3C	3	\$295,000	Villa Nueva	Keller Williams Real Estate	Bob Hamidi	Jean Allen Escrow Co., Inc
05/18/2020	4002-3D	3	\$275,000	Villa Nueva	Coldwell Banker	Century 21 Rainbow	West Coast Escrow
05/28/2020	5371-2A	3	\$380,000	Villa Puerta	Century 21 Rainbow	Coldwell Banker	Corner Escrow Inc.
05/04/2020	5468-A	3	\$676,000	Cabrillo	Village Real Estate	Residential Agent Inc.	Granite Escrow

Number of Resales: 16

Total Resale Price: \$5,604,000

Average Resale Price: \$350,250

Median Resale Price: \$320,000

Monthly Resale Report Third Mutual

PREPARED BY
Community Services Department

May-20

Month	NUMBER OF REALES				TOTAL SALES VOLUME IN \$\$				AVG RESALE PRICE			
	2020	2019	2018	2017	2020	2019	2018	2017	2020	2019	2018	2017
January	24	32	25	38	\$10,015,000	\$12,482,100	\$8,807,150	\$14,513,062	\$417,292	\$390,066	\$352,286	\$381,923
February	26	25	29	28	\$12,158,700	\$10,208,000	\$12,600,892	\$9,887,500	\$467,642	\$408,320	\$434,514	\$353,125
March	32	42	38	42	\$13,946,416	\$16,639,712	\$16,909,199	\$15,185,800	\$435,826	\$396,184	\$444,979	\$361,567
April	25	25	46	45	\$10,830,833	\$10,435,500	\$18,869,626	\$18,847,150	\$433,233	\$417,420	\$410,209	\$418,826
May	16	37	38	44	\$5,604,000	\$16,273,033	\$15,452,990	\$18,157,951	\$350,250	\$439,812	\$406,658	\$412,681
June	0	25	37	49	\$0	\$10,290,000	\$16,981,138	\$21,011,450	\$0	\$411,600	\$458,950	\$428,805
July	0	40	24	36	\$0	\$17,327,373	\$9,892,800	\$13,526,020	\$0	\$433,184	\$412,200	\$375,723
August	0	38	40	47	\$0	\$15,994,900	\$17,327,000	\$17,967,189	\$0	\$420,918	\$433,175	\$382,281
September	0	33	24	46	\$0	\$12,643,180	\$12,552,692	\$16,020,038	\$0	\$383,127	\$523,029	\$356,001
October	0	41	34	46	\$0	\$16,142,900	\$14,146,300	\$18,804,700	\$0	\$393,729	\$416,068	\$408,798
November	0	30	28	49	\$0	\$13,520,950	\$10,675,000	\$19,847,200	\$0	\$450,698	\$381,250	\$405,045
December	0	39	28	38	\$0	\$18,319,800	\$13,693,599	\$18,509,275	\$0	\$469,738	\$489,057	\$487,086
TOTAL	123	161	176	197	\$52,554,949	\$66,038,345	\$72,639,857	\$76,591,463				
MON AVG	24.6	32.2	35.2	39.4	\$10,510,990	\$13,207,669	\$14,527,971	\$15,318,293	\$420,849	\$410,360	\$409,729	\$385,624
% CHANGE-YTD	-23.6%	-8.5%	-10.7%	-0.5%	-20.4%	-9.1%	-5.2%	12.1%	2.6%	0.2%	6.3%	11.4%

% Change calculated (This Year - Last Year)/Last Year
Percent calculation only includes YTD figures in black.



MONTHLY LEASING REPORT

Report Period:
May-2020

MONTH	LEASES IN EFFECT				Total this year	Total last year	Total Expirations	New Monthly Transactions		
	3 Months	6 Months	12 Months	12+Months				Leases	Renewals	Extensions
January	21	21	392	1289	1723	1688	31	35	123	3
February	20	21	402	1285	1728	1699	54	34	83	1
March	19	25	393	1288	1725	1708	73	37	93	7
April	10	22	388	1281	1701	1691	79	32	107	3
May	8	15	391	1232	1646	1682	104	31	151	4
June										
July										
August										
September										
October										
November										
December										
Monthly Average	15.6	20.8	393.2	1275.0	1704.6	1693.6	68.2	33.8	111.4	3.6
Percentage Leased	1646 / 6102 = 27.0%									

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OPEN MEETING

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

Thursday, June 4, 2020 – 9:30 a.m.

VIRTUAL MEETING

**Laguna Woods Village Community Center Board Room
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair - Lynn Jarrett, Annie McCary, Cush Bhada, Reza Karimi, Jon Pearlstone

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT:

ADVISORS PRESENT: Cindy Baker

STAFF PRESENT: Kurt Wiemann, Eve Morton, Maribel Flores

1. Call to Order

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

2. Acknowledgement of Media

No media was present.

3. Approval of the Agenda

Director Bhada made a motion to approve the agenda. The motion passed with a unanimous vote.

4. Approval of the May 7, 2020 Report

Director McCary moved to approve the Report. The motion passed with a unanimous vote.

5. Committee Chair Remarks

Chair Jarrett stated that this is a virtual Open meeting and indicated that Members are welcome to email or call with a Member Comment during the first 15 minutes of the meeting.

Chair Jarrett spoke about that she would like to continue the modernization of the landscaping and reducing turf. Cul-de-sac 343 is a possible site for next year.

The biggest complaint she hears from residents lately is regarding weeding; that the weeds grow back too fast.

6. Department Head Update

Mr. Wiemann explained the current weeding process to the committee. He also reported that since the Landscape crews work on weeding four times a year per section; there are periods when the weeds grow unchecked. Also, the weeds grow fast this time of year.

He is working on a long-range plan for more turf reduction and will be reporting on this at a future meeting.

He will also discuss the Landscaping budget at next month's meeting.

Consent Calendar:

None.

Reports:

7. Project Log

Mr. Wiemann reviewed the Project Log with the committee.

8. Tree Work Status Report

Mr. Wiemann reviewed this report with the committee.

Unfinished Business

None.

Items for Discussion and Consideration:

9. Off Schedule Tree Trimming Request: 3337-1G Punta Alta (Brown) – Two Silk Oaks

Director McCary made a motion to approve staff's recommendation and deny this request. Director Bhada seconded. The committee was in unanimous support.

10. Discuss Cost to Replace Existing Mulching Mowers with Bagging Mowers

The committee discussed Mr. Wiemann's report on this topic and decided to revisit this topic at a future meeting.

Items for Future Agendas:

- Cost of Replacing Mulching Mowers with Bagging Mowers

Concluding Business

11. Member Comments (Items Not on the Agenda)

Email from 5460-A - Lynne Hodgman

Recently, during the last month, the landscape crew has done the following around my manor:

- 1. Cut off the blooming flowers of calla lilies, leaving broken stalks on the patio*
- 2. Destroyed several patches, about a foot tall, of blooming flowers*
- 3. Removed almost all the green leaves from a hedge*
- 4. Cut a vertical hole in another hedge*

The time for pruning is not spring blooming season!

Spring flowering shrubs (those that bloom before mid-June) should be pruned after flowering." This is readily available, standard practice that can be found on any horticultural site, for example, <https://extension.psu.edu/how-and-when-to-prune-flowering-shrubs>.

Removing small flowering plants does not make our landscape more attractive!

Removing greenery from privacy hedges negates the purpose of the hedges!

Please discuss this at your meeting. I am not the only resident who is experiencing the loss of blooming plants. I would like to see the destruction of our floral beauty stopped, with necessary pruning happening at the appropriate season."

Email from 969-2E - Wendy Stan

"Please do not cut or trim shrubs too short along the wall dividing properties by Wells Fargo and the Library in the summertime for privacy reasons. My neighbors and I would appreciate if you don't cut them too short."

12. Response to Member Comments

(Response to 5460-A) Mr. Wiemann stated that Landscape staff visits each manor four times a year. Staff trims what they can when they can. He realizes a lot of shrubs were let to run wild. Staff is in the process of getting them back under control.

(Response to 969-2E) Mr. Wiemann reported that staff has been working on perimeter landscaping. The tree contractor has been trimming the trees. We are keeping the shrubs as thick as possible along the wall. He will look into this.

13. Committee Member Comments

Chair Jarrett stated that she appreciated that Mr. Wiemann was keeping the committee apprised of what is going on in Landscaping.

14. Date of Next Meeting – July 2, 2020

15. Adjournment at 10:10 a.m.



Lynn Jarrett, Chair
Kurt Wiemann, Staff Officer
Eve Morton, Landscape Operations Coordinator – 268-2565