



## **OPEN SESSION**

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

**Tuesday, June 15, 2021 - 9:30 a.m.  
Laguna Woods Village 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*

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- 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 14, 2021 – Special Election Information Meeting
  - b. May 18, 2021—Regular Board Meeting
  - c. May 21, 2021 – Special Election Town Hall 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 join the Zoom Meeting by clicking on the link <https://zoom.us/j/94899806730> or call (949) 268-2020 or email [meeting@vmsinc.org](mailto:meeting@vmsinc.org) to request to speak.***
- 8. Responses to Open Forum Speakers**
- 9. CEO/COO Report**

**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 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 March 2021, 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 Finance Committee:
  - (1) Approve Resolution for Recording of Lien for Member ID# 932-120-24

**11. Unfinished Business**

- a. Entertain a Motion to Approve an Amendment to the Hate Policy (**May Initial Notification—28-day notification for member review and comment to comply with Civil Code §4360 has been satisfied.**)

**12. New Business--None**

**13. Committee Reports**

- a. Report of the Finance Committee / Financial Report – Director Mutchnick. The committee met on June 1, 2021; next meeting July 6, 2021, at 1:30 p.m. 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 Engdahl. The committee met on May 24, 2021; next meeting June 28, 2021 at 9:30 a.m. as a virtual meeting.
- c. Report of the Communications Committee – Director McCary. The committee meeting was held on January 13, 2021; next meeting July 14, 2021 at 1:30 p.m. as a virtual meeting.
- d. Report of the Maintenance and Construction Committee – Director Mutchnick. The committee met on May 3, 2021; next meeting July 7, 2021 at 1:30 p.m. as a virtual meeting.
  - (1) Report of the Parking and Golf Cart Subcommittee – Director Dotson. The subcommittee met on May 12, 2021; next meeting TBA.
  - (2) Garden Villa Rec. Room Subcommittee – Director Jarrett. The subcommittee met on June 8, 2021; next meeting TBA.

- e. Report of the Landscape Committee – Director Jarrett. The committee met on June 11, 2021; next meeting July 1, 2021 at 9:30 a.m. as a virtual meeting.
- f. Report of the Water Committee – Director Rane-Szostak. The committee met on April 29, 2021; next meeting July 29, 2021 at 2:00 p.m.
- g. Report of the Resident Policy and Compliance Committee – Director Jarrett. The committee met on May 5, 2021; next meeting TBA.

#### **14. GRF Committee Highlights**

- a. Community Activities Committee – Director Karimi. The committee met on May 13, 2021; next meeting June 10, 2021 at 1:30 p.m. as a virtual meeting.
  - (1) Equestrian Center Ad Hoc Committee – Director Bhada. The committee met on May 6, 2021; next meeting July 7, 2021 at 1 p.m. as a virtual meeting.
- b. GRF Finance Committee – Director Mutchnick. The committee met on April 21, 2021; next meeting June 23, 2021, at 1:30 p.m. as a virtual meeting.
- c. GRF Landscape Committee – Director Jarrett. The committee met on June 9, 2021; next meeting August 11, 2021, at 1:30 p.m. as a virtual meeting.
- d. GRF Maintenance & Construction Committee – Director Dotson – The committee met on June 9, 2021; next meeting August 11, 2021, at 9:30 a.m. as a virtual meeting.
  - (1) Clubhouse 1 Renovation Ad Hoc Committee – Director Engdahl. The committee met on March 23, 2021; next meeting TBA.
- e. Media and Communications Committee – Director McCary. The committee met on May 17, 2021; next meeting June 21, 2021, at 1:30 p.m. as a virtual meeting.
- f. Mobility and Vehicles Committee – Director Karimi – The committee met on June 2, 2021; next meeting August 4, 2021, at 1:30 p.m. as a virtual meeting.
- g. Security and Community Access Committee – Director Bhada. The committee met on April 26, 2021; next meeting June 28, 2021 at 1:30 p.m. as a virtual meeting.
  - (1) Disaster Preparedness Task Force – Director McCary. The task force met on May 25, 2021; next meeting July 27, 2021 at 9:30 a.m. as a virtual meeting

- h. Report of the Laguna Woods Village Traffic Hearings – Director Dotson. The hearings were held on May 19, 2021; next meeting June 16, 2021 at 9:00 a.m. and 1:00 p.m. as a virtual meeting.
  - i. GRF Strategic Planning Ad Hoc Committee – Director Mutchnick. The committee met on March 17, 2021; next meeting TBA.
  - j. Budget Meeting – Director Mutchnick. The budget meeting will begin in May and end in September 2021. The department review budget meetings were held on June 2, 2021 and June 3; next meeting will be held July 16, 2021 at 9:30 a.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. Resident Suggestion Program
  - b. Alterations Review
  - c. Property and Casualty Insurance
  - d. Presentation from El Toro Water District
- 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 Minutes*

*(a) May 18, 2021—Regular Closed Session*

*Discuss and Consider Member Matters*

*Discuss Personnel Matters*

*Discuss and Consider Contractual Matters*

*Discuss and Consider Litigation Matters*

**18. Adjourn**





## OPEN MEETING

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

#### **THIRD SPECIAL ELECTION INFORMATION MEETING**

Friday, May 14, 2021  
Laguna Woods Village Community Center  
**Virtual Meeting • 9:30 a.m.**

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1. **Welcome and Acknowledgement of Press, Village TV, and Attendees – Vice President McCary**  
Vice President McCary called the meeting to order at 9:30 a.m. and welcomed and acknowledged the press, Village TV and resident watching online. Residents can submit questions to the board by emailing: [Info@lagunawoodsvillage.com](mailto:Info@lagunawoodsvillage.com)
  2. **Introduction of the Board Officers – Vice President McCary**  
Vice President McCary introduced the board officers in the board room and the board members online attending by Zoom.
  3. **“How We Got Here” Insurance – Director Mutchnick**  
Director Mutchnick gave the background on the increase on property insurance. He showed a slide showing the comparison of assessment increases for insurance only.
  4. **Disasters and the Relationship to Insurance -- Director Jarrett**  
Director Jarrett discussed how recent disasters that contributed to the increase in insurance. Insurance industry losses from natural catastrophes and man-made disasters across the globe amounted to \$83B in 2020.
  5. **New Amendment Article XI, Section 1 of the CC&Rs – Vice President McCary**  
Vice President McCary read the following amendment to Article XI, Section 1 of the CC&Rs.

#### **Proposed Language to Replace Article XI, Section 1 of the CC&Rs:**

1. The Mutual shall obtain and maintain a policy or policies of property insurance with extended all-risk coverage for a reasonable insurable replacement value of insurable improvements of the Common Area and Units of the Project and Related Projects. For purposes of this provision, "reasonable insurance replacement value" shall not be required to be 100% full insurable replacement coverage if the same is deemed by the Board of Directors to not be practical or reasonably affordable for the Mutual. The Board of Directors shall endeavor to make a reasonable effort, if reasonably affordable, to

maintain property insurance with a valuation that is generally acceptable to and/not prohibited by residential mortgage and secondary mortgage markets. Notwithstanding anything to the contrary contained herein, at all times if commercially available, no matter the cost, the Mutual shall maintain property insurance in an amount which is no less than two (2) times the most current Probable Maximum Loss (PML).

**6. Board Member Responses to Pre-submitted Resident Questions**

- Director Engdahl responded to the question about the availability of insurance. It has been difficult to find insurance companies to insure Third Mutual for the full replacement cost.
- Director Karimi responded to the question if there is a deductible that will make insurance more affordable. This year we have a \$25,000 deductible on our insurance because of the increase in insurance
- Director Wayne responded to the question about the likely impact if we are to obtain 100% replacement value. The current replacement value for Third Mutual is \$1.6B. It is difficult to find insurance companies that are willing to insure us for the full replacement value. Currently the assessment cost to provide full replacement cost would be an assessment increase of \$46 per manor per month. Next year the insurance could increase to \$93 per manor per month. The next question asked was why not get another appraisal. We would not have time and get another appraisal this year and considering the recent increase in housing and goods, a new appraisal could significantly increase the replacement cost.
- Director Dotson responded to the question why not specify an insurance amount or percentage that would be more affordable. To address the issue of the increase cost of insurance, the board is suggesting the CC&Rs be revised to set the insurance rate at the minimum of two times the most current Probable Maximum Loss (PML).

**7. Concluding Remarks and Adjournment – Vice President McCary**

Vice President McCary thanked the residents that submitted questions to the board and thanked those that attended today. The next special election meeting is scheduled for Friday, May 21, 2021 at 9:30 a.m. Today's meeting will be rebroadcast on Village TV on Sunday, May 16, 2021 at 12:00 noon. She provided information on how residents can attend the next meeting on May 21, 2021 via Zoom. The meeting was adjourned at 10:00 a.m.



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Lynn Jarrett, Secretary of the Board  
Third Laguna Hills Mutual





## **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, May 18, 2021 - 9:30 a.m.  
Laguna Woods Village Virtual Meeting  
24351 El Toro Road  
Laguna Woods, California**

**Directors Present:** Annie McCary, Lynn Jarrett, John Frankel, Robert Mutchnick, Donna Rane-Szostak, Debbie Dotson, Reza Karimi, Cush Bhada, Craig Wayne, Ralph Engdahl.

**Directors Absent:** Steve Parsons

**Staff Present:** Jeff Parker-CEO, Siobhan Foster-COO, Eileen Paulin, Cheryl Silva and Grant Schultz

**Others Present:** Rosemarie diLorenzo (VMS), Wei-Ming Tao (VMS)

#### **1. Call meeting to order / Establish Quorum – Vice President McCary**

Vice President McCary called the meeting to order at 9:31 a.m. and established that a quorum was present.

#### **2. Pledge of Allegiance – Director Frankel**

Director Frankel led the pledge of allegiance.

#### **3. Acknowledge Media**

The media was acknowledged online and through Village Television.

#### **4. Approval of Agenda**

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

Vice President McCary called for the vote on the agenda and the motion passed without objection.

#### **5. Approval of Minutes**

5a. April 20, 2021 – Regular Board Meeting

Director Dotson made a motion to approve the minutes of April 20, 2021--Regular Open Meeting. Director Mutchnick seconded the motion and the motion passed without objection.

#### **6. Report of the Chair**

Vice President McCary commented that we have a video tribute to GRF Board Member, Bert Moldow.

**7. 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 reserved the right to limit the total amount of time allotted for the Open Forum. Members requested to speak Zoom at <https://zoom.us/j/94899806730> via email to [meeting@vmsinc.org](mailto:meeting@vmsinc.org) or by calling 949-268-2020 before or during the meeting. Residents were required to provide their name and unit number.*

Eileen Paulin read the written member comments:

- A member commented in support of a pedestrian ramp near her unit.
- A member commented about the general information meeting last Friday regarding the Special Election to update the CC&Rs with regards to insurance.

Members gave their comments:

- A member spoke in favor of the pedestrian ramp.
- A member spoke in favor of the pedestrian ramp because stairs are dangerous for residents.
- A member spoke about repairs needed to the stairs in his area.

#### **8. Responses to Open Forum Speakers**

- Director Mutchnick commented that the Third Maintenance and Construction Committee will look into the request for a pedestrian ramp.
- Director Dotson commented that residents should put in a request for maintenance through Resident Services ([residentservices@vmsinc.org](mailto:residentservices@vmsinc.org)) or (949) 597-4600.
- Director Mutchnick commented the replacement value for Third Mutual is at \$1.6 billion dollars. If the amendment passes, we do not know what the impact will be at this time.
- Director Rane-Szostak commented on what happens if the amendment does not pass. We would still be required to get full-replacement cost for property insurance.
- Director Frankel would like to get the professional opinion before proceeding on the pedestrian ramp.
- Director Mutchnick and Dotson commented that residents are invited to attend the next Special Election meeting on Friday, May 21, 2021 and Monday, June 7, 2021 to answer questions related to insurance.



**9. CEO Report (Jeff Parker-CEO and Siobhan Foster-COO)**

- According to the Orange County Health Care Agency (OCHCA) the COVID-19 cases continue to decline. Hospitalizations/ICU cases are at the lowest point since the beginning of the pandemic. Orange County has moved to the less restrictive tier. The yellow tier allows increased capacity in recreational facilities. State of California has not changed its guidelines with regards to masks. Masks are still required indoors and outdoors in crowded areas, regardless of vaccination status. The Governor of California has indicated that as of June 15 we will move to the green tier which will allow us to reopen without restrictions.
- We are in the process of planning for the reopening of all facilities and recreational activities.
- The first budget meetings for the Third Board will be on June 2 and 3 for department reviews.
- Laundry coin distribution will end on May 20, 2021.
- Monday Summer Movie program will begin in June.
- Return of the Village Bazaar on Saturday, June 5, from 10 a.m. to 2 p.m.
- The library and history center reopened on May 5, 2021, by appointment with limited capacity.
- Resident Services and Manor Alterations are open by appointment only.

Jeff Parker-CEO and Siobhan Foster-COO answered questions from the board.

**10. 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.*

**10a. Finance Committee Recommendations:**

Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual **preliminary** financials for the month of March 2021 and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code 5501.

**10b. Finance Committee Recommendation:**

**11b (1)** Approve Return of Prior Year Surplus

**Resolution 03-21-25**

**Transfer of Operating Fund Surplus to Disaster Fund**

**WHEREAS**, the Third Laguna Hills Mutual operating statement as of December 31, 2020 reflected an Operating Fund surplus for the year then ended of \$134,823 (without depreciation); and

**WHEREAS**, the Board desires to return this amount to the members by way of a transfer to a contingency fund;

**NOW THEREFORE BE IT RESOLVED**, May 18, 2021 that the Board of Directors of this Corporation hereby authorizes the transfer of \$134,823 of accumulated operating surplus from the Operating Fund to the Disaster Fund; 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.

**10c. Landscape Committee Recommendations:**

**10c (1) Recommendation to Approve Tree Removal Request:** 2235-C Via Puerta (Plata) – One Weeping Fig tree

**Resolution 03-21-26**  
**Approve the Request**  
**For Removal of One Weeping Fig Tree**  
**2235-C Via Puerta**

**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 May 6, 2021, the Landscape Committee reviewed a request from the Member at 2235-C to remove one Weeping Fig tree. The Member cited the reasons as structural damage, sewer damage, poor condition, and the potential for uprooting due to surface roots;

**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 Weeping Fig tree located at 2235-C Via Puerta.

**NOW THEREFORE BE IT RESOLVED**, May 18, 2021, the Board of Directors approves the request for the removal of one Weeping Fig tree located at 2235-C;



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

- 10c (2)** Recommendation to Approve Tree Removal Request: 5146 Miembro (Ku) – Two White Mulberry trees

**Resolution 03-21-27**  
**Approve the Request**  
**For Removal of Two White Mulberry Trees**  
**5146 Miembro**

**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 May 6, 2021, the Landscape Committee reviewed a request from the Member at 5146 to remove two White Mulberry trees. The Member cited the reasons as structural damage, sewer damage, and overgrown;

**WHEREAS**, the Committee determined that the trees meet the guidelines set forth in Resolution 03-21-10 and recommends approving the request for the removal of two White Mulberry trees located at 5146 Miembro.

**NOW THEREFORE BE IT RESOLVED**, May 18, 2021, the Board of Directors approves the request for the removal of two White Mulberry trees located at 5146;

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

- 10c (3)** Recommendation to Deny Tree Removal Request: 5566-B Via Portora (Rose) – One Fern Pine tree

**Resolution 03-21-28**  
**Deny the Request**  
**For Removal of One Fern Pine Trees**  
**5566-B Via Portora**

**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 May 6, 2021, the Landscape Committee reviewed a request from the Member at 5566-B to remove one Fern Pine trees. The Member cited the reasons as surface roots potentially damaging to infrastructure;

**WHEREAS**, the Committee determined that the tree does not meet the guidelines set forth in Resolution 03-21-10 and recommends denying the request for the removal of one Fern Pine tree located at 5566-B Via Portora.

**NOW THEREFORE BE IT RESOLVED**, May 18, 2021, the Board of Directors denies the request for the removal of one Fern Pine tree located at 5566-B;

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

**10c (3) Landscape Revision Request: 3032-A Via Vista (Gandall)**

**RESOLUTION 03-21-29**  
**Landscape Revision Request**  
**3032-A Via Vista**

**WHEREAS**, on May 6, 2021, the Landscape Committee reviewed a request from the Member at 3032-A for permission to keep the non-standard landscape plant material and stepping stones directly adjacent to her manor;



**WHEREAS**, the Committee recommends the following conditions regarding the requests at 3032-A Via Puerta:

1. Approve the request to retain only non-standard landscape material directly adjacent to the exclusive use patio.
2. Require the requestor to remove the remainder of all plant material, stepping stones, concrete block etc. from the common area slope.
3. Require the requestor to remove all clutter from the exclusive use patio and adjacent common area.

**NOW THEREFORE BE IT RESOLVED**, May 18, 2021, the Board of Directors approves these conditions regarding the request from 3032-A;

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

**10d. Third Architectural Control and Standards Committee Recommendations:**

**10d (1)** Recommendation to Approve a Variance Request: (5271-A Villa Serena-Schuman) to install Architectural Stone Veneer on Garage Wall and Patio Columns

**RESOLUTION 03-21-30**  
**Variance Request**

**WHEREAS**, Mr. Donald and Mrs. Sandra Schuman of 5271 Avenida Del Sol, a Villa Serena style unit, is requesting Board approval of a variance to install Architectural Stone Veneer on Garage Wall and Patio Columns; and,

**WHEREAS**, a Neighborhood Awareness Notice was sent to Owners of affected units April 19, 2021, notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on April 26, 2021.

**NOW THEREFORE BE IT RESOLVED**, on May 18, 2021, the Board of Directors hereby approves the request to install Architectural Stone Veneer on Garage Wall and Patio Columns;

**RESOLVED FURTHER**, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member Owner at 5271 Avenida Del Sol and all future Mutual members at 5271 Avenida Del Sol;

**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.

- 10d (2)** Recommendation to Approve a Variance Request: (3282-C El Doble-Boehm) to retain Architectural Stone Veneer on Garage Wall

**RESOLUTION 03-21-31**  
**Variance Request**

**WHEREAS**, Mrs. Mary Boehm of 3282-C, an El Doble style unit, is requesting Board approval of a variance to retain Architectural Stone Veneer on Garage Wall; and,

**WHEREAS**, a Neighborhood Awareness Notice was sent to Owners of affected units April 19, 2021, notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on April 26, 2021.

**NOW THEREFORE BE IT RESOLVED**, on May 18, 2021, the Board of Directors hereby approves the request to retain Architectural Stone Veneer on Garage Wall;

**RESOLVED FURTHER**, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member Owner at 3282-C and all future Mutual members at 3282-C;

**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 03-21-32**  
**Appointment of Officers**

**RESOLVED**, on May 18, 2021, pursuant to Third Laguna Hills Mutual Bylaws Article 9 which sets guidelines, terms and responsibilities for the election of Officers to this Corporation the following persons are hereby elected to the office indicated next to their names to serve:

Steve Parsons	President
Annie McCary	1 <sup>st</sup> Vice President
Ralph Engdahl	2 <sup>nd</sup> Vice President

Lynn Jarrett	Secretary
Robert Mutchnick	Treasurer

**RESOLVED FURTHER**, that the following Staff person is hereby appointed as ex Officio officer of this Corporation:

Jeff Parker	Vice President ex Officio
Siobhan Foster	Assistant Secretary ex Officio
Steve Hormuth	Assistant Treasurer ex Officio

**RESOLVED FURTHER**, that Resolution 03-20-77, adopted November 5, 2020, is hereby superseded and cancelled; and

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

Vice President McCary asked for a motion to approve the consent calendar.

Director Mutchnick made a motion, seconded by Director Rane-Szostak, to approve the consent calendar as presented.

Vice President McCary called for the vote and the motion passed without objection.

#### **11. Unfinished Business -- none**

#### **12. New Business**

##### **12a. Entertain a Motion to Approve the 2021 Annual Election Schedule and Resolution to Appoint the Inspector of Election Services**

Vice President McCary asked the Secretary of the Board to read the resolution for the Third Annual Election.

Director Jarrett, Secretary of the Board, read the following resolution:

#### **RESOLUTION 03-21-33** **Approve Inspector of Election Services**

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

**WHEREAS**, in accordance with Civil Code §5110, §5115, §5120, and §5125, the inspector of elections performs several tasks during an election,



including but not limited to print and mail voter packages, inspect and tabulate ballots, and certify results;

**NOW THEREFORE BE IT RESOLVED**, on May 18, 2021, 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 Special Election on June 29, 2021, for 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.

Director Mutchnick made a motion to approve the 2021 Annual Election Schedule and approve the resolution to appoint the inspector of election services. Director Rane-Szostak seconded the motion.

Discussion ensued among the directors.

Vice President McCary called for the vote and the motion passed without objection.

**12b. Entertain a Motion to Approve Limited Pilot Program for FireAvert Devices**

Vice President McCary asked the Secretary of the Board to read the resolution for a limited pilot program for FireAvert devices.

Director Jarrett, Secretary of the Board read the following resolution:

**RESOLUTION 03-21-34**  
**Limited Pilot Program for FireAvert Devices**

**WHEREAS**, from January 2014 to August 2018, there were 58 documented fires or kitchen related incidents in the Village requiring the response by the Orange County Fire Authority; and

**WHEREAS**, the Disaster Preparedness Task Force (DPTF) and Security and Community Access Committee (SCAC) have recognized the need to offer a fire prevention device called FireAvert; and

**WHEREAS**, FireAvert is a product connected to the power cord of a kitchen stove and through smoke alarm sound detection, FireAvert turns off the power to the stove, immediately turning off the burner;

**NOW THEREFORE BE IT RESOLVED**, on May 18, 2021, that per the recommendation of the GRF Security and Community Access Committee,

Third Laguna Hills Mutual adopts a limited pilot program for the purchase and installation of six fire prevention devices; and

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

Staff recommends that Third Laguna Hills Mutual (Third) adopt a limited fire prevention pilot program, with the purchase and installation of six FireAvert Devices.

Director Jarrett asked for a motion to approve this resolution.

Director Dotson made a motion to approve a resolution for the limited pilot program for FireAvert devices. Director Rane-Szostak seconded the motion.

Discussion ensued among the directors.

Vice President McCary called for the vote and the motion passed without objection.

**12c. Entertain a Motion to Introduce an Amendment to the Anti-Hate Policy**

Vice President McCary asked the Secretary of the Board to read the resolution for the Hate Policy.

Director Jarrett, Secretary of the Board, read the following resolution:

**Resolution 03-21-XX**  
**Anti-Hate Policy**

**WHEREAS**, it is the desire of the Corporation to create an environment that is safe for all residents and free of attack against an individual's color, religion, national origin, sexual orientation, gender, gender identity, disability; and

**WHEREAS**, to support residents in that regard the Board of Directors of this Corporation desires to implement procedures to help individuals efficiently and effectively report hate crimes and incidents to the proper authorities:

**NOW THEREFORE BE IT RESOLVED**, [DATE], 2021 that the Board of Directors of this Corporation recommends that any individual that believes a hate crime or incident may have occurred take the following action:

- Call the Laguna Woods Village Security Department at 949-580-1400 immediately and make a report. **IN AN EMERGENCY SITUATION, CALL 911.**

- Obtain medical attention, if needed. Be sure to keep all medical documentation.
- Leave all evidence in place. Do not touch or remove or clean up anything.
- Document what happened by: taking photographs of all evidence, including physical bodily damage, writing down exactly what was said, particularly any words that indicate bias motivation, and other information that may be valuable.
- Get the name(s), address(es) and phone number(s) of other victims and witnesses.
- If possible, write down a description of the perpetrator and the perpetrator's vehicle.
- Call 714-480-6580 and report the occurrence to the O.C. Human Relations Website: <https://www.ochumanrelations.org/hatecrime/report/>

**RESOLVE FURTHER**, that Anti-Hate Policy will now be known as the Hate Policy from henceforth;

**RESOLVE FURTHER**, that Resolution 03-06-56 adopted November 21, 2006, is hereby superseded and canceled; and

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

**MAY Initial Notification**

Should the Board endorse the proposed resolution, 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 with Civil Code §4360.

Staff recommends the board approve the amendments to the Hate Policy.

Director Jarrett commented that the resolution and policy needs to be corrected to be called the "Hate Policy." She asked for a motion to introduce a resolution for the Hate Policy.

Director Jarrett made a motion to introduce a resolution to amend the Hate Policy for 28-day review. Director Dotson seconded the motion.



Vice President McCary called for the vote and the motion passed without objection.

### **13. Committee Reports**

**13a.** Report of the Finance Committee / Financial Report – Director Mutchnick gave the Treasurer’s Report. The committee met on May 4, 2021; next meeting June 1, 2021, at 1:30 p.m. as a virtual meeting.

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

**13b.** Report of the Architectural Controls and Standards Committee – Director Engdahl. The committee met on April 26, 2021; next meeting May 24, 2021 at 10:30 a.m. as a virtual meeting.

**13c.** Report of the Communications Committee – Director McCary. The committee met on January 13, 2021; next meeting will be held on July 14, 2021 at 1:30 p.m. as a virtual meeting.

**13d.** Report of the Maintenance and Construction Committee – Director Mutchnick. The committee met on May 3, 2021; next meeting July 7, 2021, at 1:30 p.m. as a virtual meeting.

(1) Report of the Parking and Golf Cart Task Force – Director Dotson. The task force met on May 12, 2021; next meeting TBA.

(2) Garden Villa Rec. Room Subcommittee – Director Jarrett. The Garden Villas Rec. Room Subcommittee was held on February 23, 2021; next meeting will be held on June 30, 2021, at 1:30 p.m. as a virtual meeting.

**13e.** Report of the Landscape Committee – Director Jarrett. The committee met on May 6, 2021; next meeting June 8, 2021, at 9:30 a.m. as a virtual meeting.

**13f.** Report of the Water Committee – Director Rane-Szostak. She asked all residents to conserve water. Water is going up 4%. The committee met on April 29, 2021; next meeting will be held on July 29, 2021 at 2:00 p.m.

**13g.** Report of the Resident Policy and Compliance Committee – Director Jarrett. The committee met on May 5, 2021; next meeting TBA.

### **14. GRF Committee Highlights**

**14a.** Community Activities Committee – Directors Karimi. The committee discussed reopening of facilities. The committee met on May 13, 2021; next meeting June 10, 2021, at 1:30 p.m. as a virtual meeting.

(1) Equestrian Center Ad Hoc Committee – Director Bhada. The committee met on May 6, 2021; next meeting July 7, 2021 at 1 p.m. as a virtual meeting.

**14b.** GRF Finance Committee – Director Mutchnick. The committee met on April 21, 2021; next meeting June 23, 2021, at 1:30 p.m. as a virtual meeting.

**14c.** GRF Landscape Committee – Director Jarrett. The committee met on March 10, 2021; next meeting June 9, 2021 at 1:30 p.m. as a virtual meeting.

**14d.** GRF Maintenance & Construction Committee – Director Frankel – The committee met April 14, 2021; next meeting June 9, 2021, at 9:30 a.m. as a virtual meeting.

(1) Clubhouse 1 Renovation Ad Hoc Committee – Director Engdahl. The committee met on March 23, 2021; next meeting TBA.

**14e.** Media and Communications Committee – Director McCary. The last vaccine clinic was held on May 15, 2021. The committee met on May 17, 2021; next meeting June 21, 2021, at 1:30 p.m. as a virtual meeting.

**14f.** Mobility and Vehicles Committee – Director Karimi – The committee met on April 7, 2021; next meeting June 2, 2021, at 1:30 p.m. as a virtual meeting.

**14g.** Security and Community Access Committee – Director Bhada. The committee discussed the FireAvert Program. The committee met on April 26, 2021; next meeting June 28, 2021 at 1:30 p.m. as a virtual meeting.

(1) Disaster Preparedness Task Force – Director McCary. The task force met on March 30, 2021; next meeting May 25, 2021, 9:30 a.m. as a virtual meeting.

**14h.** Report of the Laguna Woods Village Traffic Hearings – Director Frankel. The traffic hearings were on April 21, 2021; next meetings are May 19, 2021 at 9 a.m. and 1 p.m. as a virtual meeting.

**14i.** Report of the GRF Strategic Planning Ad Hoc Committee – Director Mutchnick. The committee met on March 17, 2021; next meeting TBA.

**14j.** Budget Meetings – Director Mutchnick. The budget meetings will begin in May and end in September. The next meetings are on Wednesday, June 2, 2021, at 9:30, Thursday, June 3, 2021 at 1:30 p.m., Friday, July 16, 2021 at 9:30, Friday, August 13, 2021 at 9:30 a.m. (televised). The board will adopt the Business Plan at the regular board meeting on Tuesday, September 21, 2021 at 9:30 am.

**15. 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 action on these items at a future board meeting.*

**a.** Parking Report

**b.** Resident Suggestion Program



- a. Parking Report
- b. Resident Suggestion Program
- c. Alterations Review
- d. Property and Casualty Insurance
- e. Presentation from El Toro Water District

**16. Director's Comments**

- Director Jarrett commented she was happy the board passed the pilot program for the FireAvert device.
- Director Karimi asked if there is a plan for participation in the board room for members when the Village reopens.
- Director Frankel thanked Director Mutchnick for helping with the insurance issue.
- Vice President McCary reminded the residents about the Town Hall meeting for the Special Election on Friday, May 21, 2021 at 9:30 a.m.

**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.*

The meeting was recessed at 11:20 a.m.

**Summary of Previous Closed Session Minutes per Civil Code §4935.**

*During the April 6, 2021, Special Closed Meeting*

*Approval of the Agenda*

*Discuss and Consider Personnel, Contractual, Legal and Member Disciplinary Matters*

*Director Comments*

*Adjournment*

*During the April 20, 2021, Regular Closed Session, the board:*

*Approval of Agenda*

*VMS Board Update*

*Discussed and Considered Legal/Litigation Matters*

*CEO Report (Personnel Matters)*

*Approval of the Following Meeting Minutes.*

*(a) March 16, 2021 – Regular Closed Session*

*(b) April 6, 2021 – Special Closed Meeting*

*Discussed Contractual Matters*

*Discussed Member Disciplinary Matters*

*Director Comments*

*Adjournment*

**18. Adjournment**

The meeting was adjourned at 1:18 p.m.

  
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Lynn Jarrett, Secretary of the Board  
Third Mutual Laguna Hills

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**OPEN MEETING**

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

**THIRD SPECIAL ELECTION INFORMATION MEETING**

Friday, May 21, 2021  
Laguna Woods Village Community Center  
**Virtual Meeting • 9:30 a.m.**

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Directors Present: Annie McCary, Robert Mutchnick, Lynn Jarrett, Cush Bhada, Debbie Dotson, Ralph Engdahl, Reza Karimi, John Frankel

Directors Absent: Steve Parsons, Craig Wayne, Donna Rane-Szostak

Staff Present: Jeff Parker-CEO, Siobhan Foster-COO, Cheryl Silva, Grant Schultz, Ellyce Rothrock

1. **Welcome and Acknowledgement of Press, Village TV, and Attendees – Vice President McCary**  
Vice President McCary called the meeting to order at 9:30 a.m. and welcomed and acknowledged the press, Village TV and resident watching online. Residents can submit questions to the board by emailing: [Info@lagunawoodsvillage.com](mailto:Info@lagunawoodsvillage.com)
2. **Introduction of the Board Members – Vice President McCary**  
Vice President McCary introduced the board members in the board room and online attending by Zoom.
3. **New Amendment Article XI, Section 1 of the CC&Rs – Vice President McCary**  
Vice President McCary read the following amendment to Article XI, Section 1 of the CC&Rs.

**Proposed Language to Replace Article XI, Section 1 of the CC&Rs:**

1. The Mutual shall obtain and maintain a policy or policies of property insurance with extended all-risk coverage for a reasonable insurable replacement value of insurable improvements of the Common Area and Units of the Project and Related Projects. For purposes of this provision, "reasonable insurance replacement value" shall not be required to be 100% full insurable replacement coverage if the same is deemed by the Board of Directors to not be practical or reasonably affordable for the Mutual. The Board of Directors shall endeavor to make a reasonable effort, if reasonably affordable, to maintain property insurance with a valuation that is generally acceptable to and/not prohibited by residential mortgage and secondary mortgage markets. Notwithstanding



anything to the contrary contained herein, at all times if commercially available, no matter the cost, the Mutual shall maintain property insurance in an amount which is no less than two (2) times the most current Probable Maximum Loss (PML).

**4. Member Comments (Three Minutes per Speaker)**

*At this time Members only addressed the Board of Directors regarding the Third Mutual Special Election. The Board reserved the right to limit the total amount of time allotted for the Open Forum. Members could join the Zoom Meeting by clicking on the link <https://zoom.us/j/94899806730>; calling (949) 268-2020 or emailing their question to [meeting@vmsinc.org](mailto:meeting@vmsinc.org).*

- A Member asked if the board looked at other 55+ communities and if other communities are having the same problem.
- A Member asked who pays for damages.
- A Members asked about an increase in monthly assessments.
- A Member asked about self-insurance.
- A Member asked about the current PML.
- A Member asked about the amenities.
- A Member asked about the increase in monthly assessments if the measure does or does not pass.
- A Member asked about a program to receive some of the transfer or membership fee of \$5,000 when units are sold.
- A Member asked for sales and rentals in Third: Do we charge fees to those investors that are gaining profit off our Village.
- A Member asked about if we have earthquake insurance.
- A Member asked how much the board expects to repay to the Disaster Fund and the projected dues for 2022.
- A Member asked what does Davis-Stirling require the board to do in repayment of the Disaster Fund and the minimum amount to be paid.
- A Member asked to give a practical example of expected reimbursement that would take place under the new policy should property be destroyed.
- A Member is seeking clarification if a "yes" vote will provide more flexibility for the board to better lead decisions to reduce costs and if there is a program in place to increase new owners HOA fees moving forward.
- A Member commented that losing maintenance programs is not acceptable.
- A Member asked what the cost will be for each manor if we vote "yes" on this initiative and when will the increase go into effect.
- A Member asked if the increase would be less if we pass this measure, if it increases on a yes vote as well it sounds like we lose no matter which way we vote.
- A Member asked about the difference between the current wording and the new wording in the CC&Rs.
- A Member asked the odds that a major loss would be covered by 40% replacement cost (2x PML) insurance.
- A Member commented even with \$700,000,000 of insurance most everybody here would be able to replace every unit in a disaster and that needing \$1.6 billion is not likely.

- A Member commented about the previous Restated CC&R's initiative and stated that insurance should have been the focus. The member also thanked the board for the current initiative only addressing insurance.
- A Member asked if the assessments are divided evenly.
- A Member commented about the PML vs. total replacement costs.
- A Member asked what help the board needs.
- A Member feels the threat of fire is great and asked everyone to remember what happened to the town of Paradise.

**5. Board Member Responses to Resident Questions**

- Director McCary responded the board has looked intensively at other communities.
- Director Jarrett responded that the residents are encouraged to obtain an HO6 policy.
- Director Jarrett responded self-insurance is something we have considered.
- Director McCary responded about the PML.
- Director Mutchnick responded that GRF will be responsible to insure amenities.
- Director Mutchnick responded the estimated increase in monthly assessments is based on what the insurance companies are saying about the cost of insurance.
- Director Mutchnick commented that the money would go directly to GRF, but we will look into that suggestion.
- Director Mutchnick commented that we have earthquake insurance.
- Director Mutchnick commented even if the ballot measure passes we will see an increase in assessments, but we will have more control over the costs.
- Director Dotson commented passing this measure gives the board members more flexibility to keep the assessment lower.
- Director Mutchnick encouraged residents to ask their insurance agent about special loss assessment insurance.
- Director Mutchnick responded that everyone pays the same assessment regardless of the size of the unit.
- Director Jarrett, Bhada, Dotson and Karimi commented that we need 67% of the members to vote "yes" to pass this measure.

**6. Concluding Remarks and Adjournment – Vice President McCary**

Vice President McCary thanked the residents that submitted questions to the board and thanked those that attended today. The next special election members meeting is scheduled for Monday, June 7, 2021 at 9:30 a.m. Today's meeting will be rebroadcast on Village TV on Sunday, May 23, 2021 at 2:00 p.m. She provided information on how members can attend the next meeting on Monday, June 7, 2021 at 9:30 a.m. via Zoom. The meeting was adjourned at 11:00 a.m.

  
\_\_\_\_\_  
Lynn Jarrett, Secretary of the Board  
Third Laguna Hills Mutual

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## **RESOLUTION 03-21-XX**

### **Recording of a Lien**

**WHEREAS**, Member ID 932-120-24; 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 15, 2021, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-120-24 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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## STAFF REPORT

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**DATE:** May 5, 2021  
**FOR:** Resident Policy and Compliance Committee  
**SUBJECT:** Amendment to the Anti-Hate Policy

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### **RECOMMENDATION**

Staff recommends amendments to the Anti-Hate Policy.

### **BACKGROUND**

The member-discipline process is coordinated by the Compliance Division. Upon notice of an alleged violation, staff investigates and should staff identify objective evidence of a violation by a member or their guests, staff will send a courtesy notice to the offending party describing the allegation(s) and the disciplinary action that may ensue if not corrected. Staff then monitors the situation and if compliance is not achieved, staff will send a final notice requesting compliance. Additionally, the matter is scheduled for a disciplinary hearing with the Board of Directors to determine if member-discipline is merited. If the alleged violation has been resolved, no further action is required.

If a disciplinary hearing is necessary, staff will notice the member for a hearing before the Board of Directors in Executive Session. If the Board finds the member to be in violation of the governing documents, the Board may impose a fine based on the Monetary Fee Schedule, suspend member privileges, and/or consider legal action.

Violations include, but not limited to: behavior/disturbance, use of derogatory terms towards another person and neighbor disputes.

### **DISCUSSION**

The purpose of the Nuisance Policy, Harassment Policy and Anti-Hate Policy (Attachment 1) is to set forth guidelines to address alleged violations of nuisance and/or harassments that occurs in Third Mutual.

### **FINANCIAL ANALYSIS**

None.

**Prepared By:** Blessilda Wright, Compliance Supervisor

**Reviewed By:** Francis Gomez, Operations Manager

### **ATTACHMENT(S)**

Attachment 1: Anti-Hate Policy Resolution 03-21-xx

## **ENDORSEMENT (to Board)**

### **Discuss & Consider the Hate Policy**

The purpose of the Anti-Hate Policy is to set forth guidelines to address alleged violations of nuisance and/or harassments that occurs in Third Mutual.

If a disciplinary hearing is necessary, staff will notice the member for a hearing before the Board of Directors in Executive Session. If the Board finds the member to be in violation of the governing documents, the Board may impose a fine based on the Monetary Fee Schedule, suspend member privileges, and/or consider legal action.

Violations include but not limited to: behavior/disturbance, use of derogatory terms towards another person and neighbor disputes.

On May 5, 2021, the Resident Policy and Compliance Committee reviewed the Anti-Hate Policy, Nuisance Policy and Harassment Policy. The committee determined the Nuisance Policy and Harassment Policy required no review.

Chair Jarrett discussed the Anti-Hate Policy. The Committee commented and asked questions.

Director McCary made a motion to approve the amended Anti-Hate Policy with changes. Director Bhada seconded the motion.

By consensus, the motion carried.



**Resolution 03-21-XX**  
**Anti-Hate ~~Crime~~ Policy**

**WHEREAS**, it is the desire of the Corporation to create an environment that is safe for all residents and free of attack against an individual's disability, gender, nationality, race or ethnicity, religion, and/or sexual orientation, race, color, religion, national origin, sexual orientation, gender, gender identity, disability; and

**WHEREAS**, to support residents in that regard the Board of Directors of this Corporation desires to implement procedures to help individuals efficiently and effectively report hate crimes and incidents to the proper authorities:

**NOW THEREFORE BE IT RESOLVED**, June XX, 2021 that the Board of Directors of this Corporation recommends that any individual that believes a hate crime or incident may have occurred take the following action:

- Call the Laguna Woods Police ServicesVillage Security Department at (949) 770-6011949-580-1400 immediately and make a report. **IN AN EMERGENCY SITUATION, CALL 911.**
- Obtain medical attention, if needed. Be sure to keep all medical documentation.
- Leave all evidence in place. Do not touch or remove or clean up anything.
- Document what happened by: taking photographs of all evidence, including physical bodily damage, writing down exactly what was said, particularly any words that indicate bias motivation, and other information that may be valuable.
- Get the name(s), address(es) and phone number(s) of other victims and witnesses.
- If possible, write down a description of the perpetrator and the perpetrator's vehicle.
- Call 714-480-6580 **1-888-NO-2-HATE** and report the occurrence to OC Human Relations. Website: -  
<https://www.ochumanrelations.org/hatecrime/report/>

**RESOLVE FURTHER**, that Anti-Hate Policy will now be known as the Hate Policy from henceforth;

**RESOLVE FURTHER**, that Resolution 03-06-56 adopted November 21, 2006 is hereby superseded and canceled; and

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

MAY Initial Notification

Should the Board endorse the proposed resolution, 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 with Civil Code §4360.



**Resolution 03-21-XX**

**Anti-Hate Policy**

**WHEREAS**, it is the desire of the Corporation to create an environment that is safe for all residents and free of attack against an individual's color, religion, national origin, sexual orientation, gender, gender identity, disability; and

**WHEREAS**, to support residents in that regard the Board of Directors of this Corporation desires to implement procedures to help individuals efficiently and effectively report hate crimes and incidents to the proper authorities:

**NOW THEREFORE BE IT RESOLVED**, [DATE], 2021 that the Board of Directors of this Corporation recommends that any individual that believes a hate crime or incident may have occurred take the following action:

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- Obtain medical attention, if needed. Be sure to keep all medical documentation.
- Leave all evidence in place. Do not touch or remove or clean up anything.
- Document what happened by: taking photographs of all evidence, including physical bodily damage, writing down exactly what was said, particularly any words that indicate bias motivation, and other information that may be valuable.
- Get the name(s), address(es) and phone number(s) of other victims and witnesses.
- If possible, write down a description of the perpetrator and the perpetrator's vehicle.
- Call 714-480-6580 and report the occurrence to the O.C. Human Relations Website: <https://www.ochumanrelations.org/hatecrime/report/>

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

MAY Initial Notification

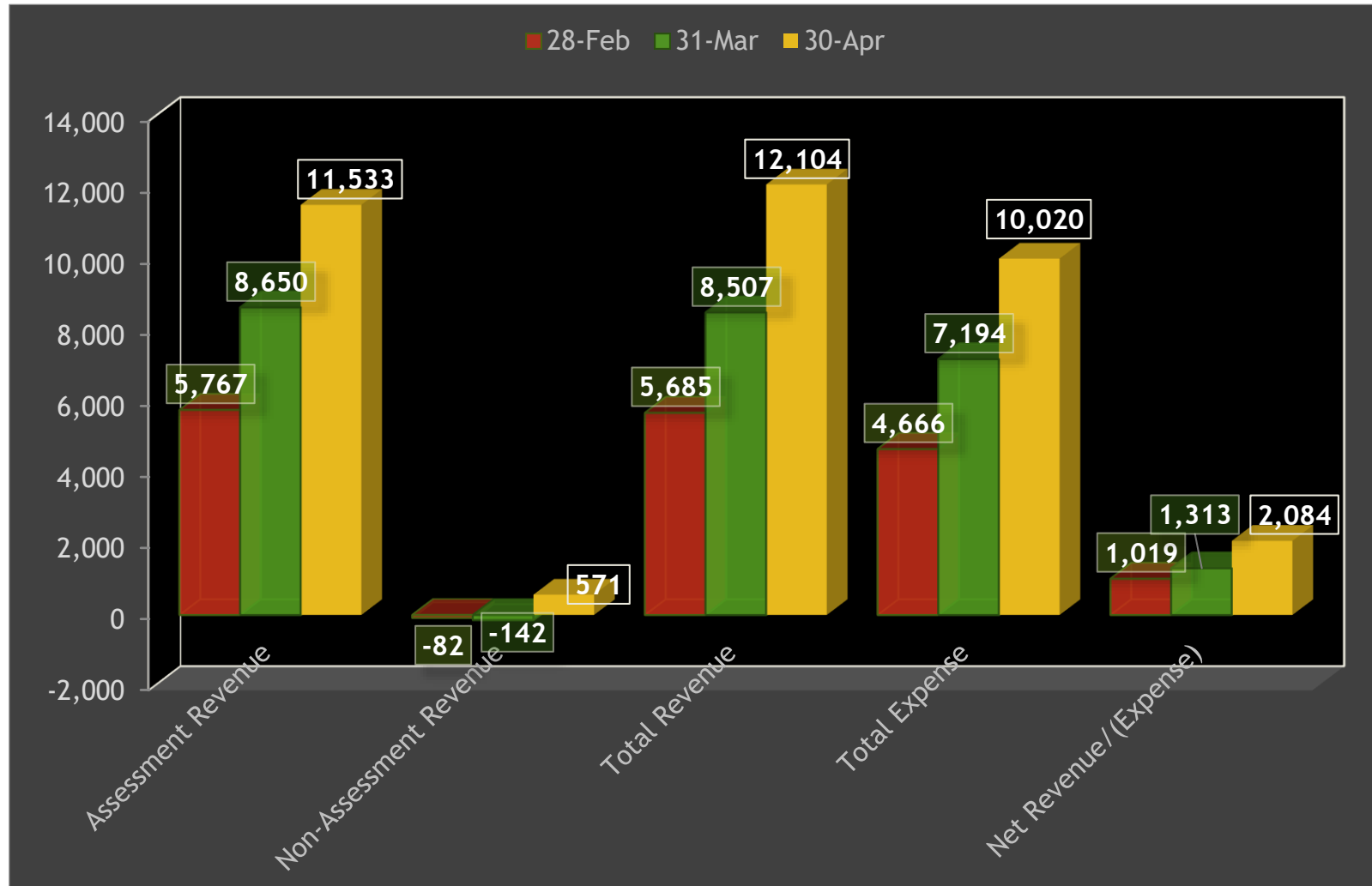
28-day notification for Member review and comment to comply with Civil Code §4360 has been satisfied.

# Financial Report - April 30, 2021

- ▶ Third Laguna Hills Mutual
- ▶ Robert Mutchnick, Treasurer
- ▶ June 15th, 2021

# Income Statement

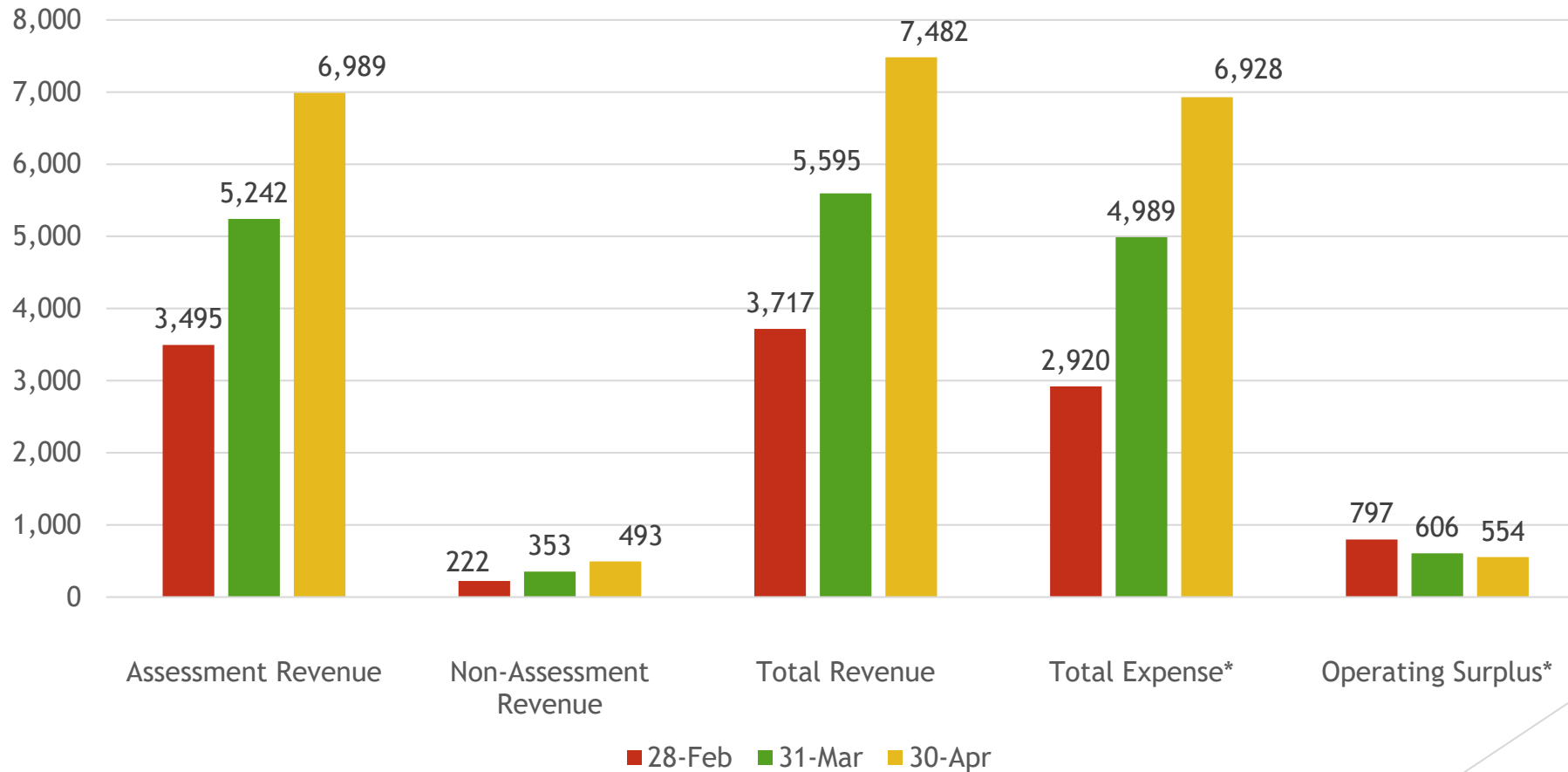
(In Thousands)





# Income Statement - Operating Fund Only

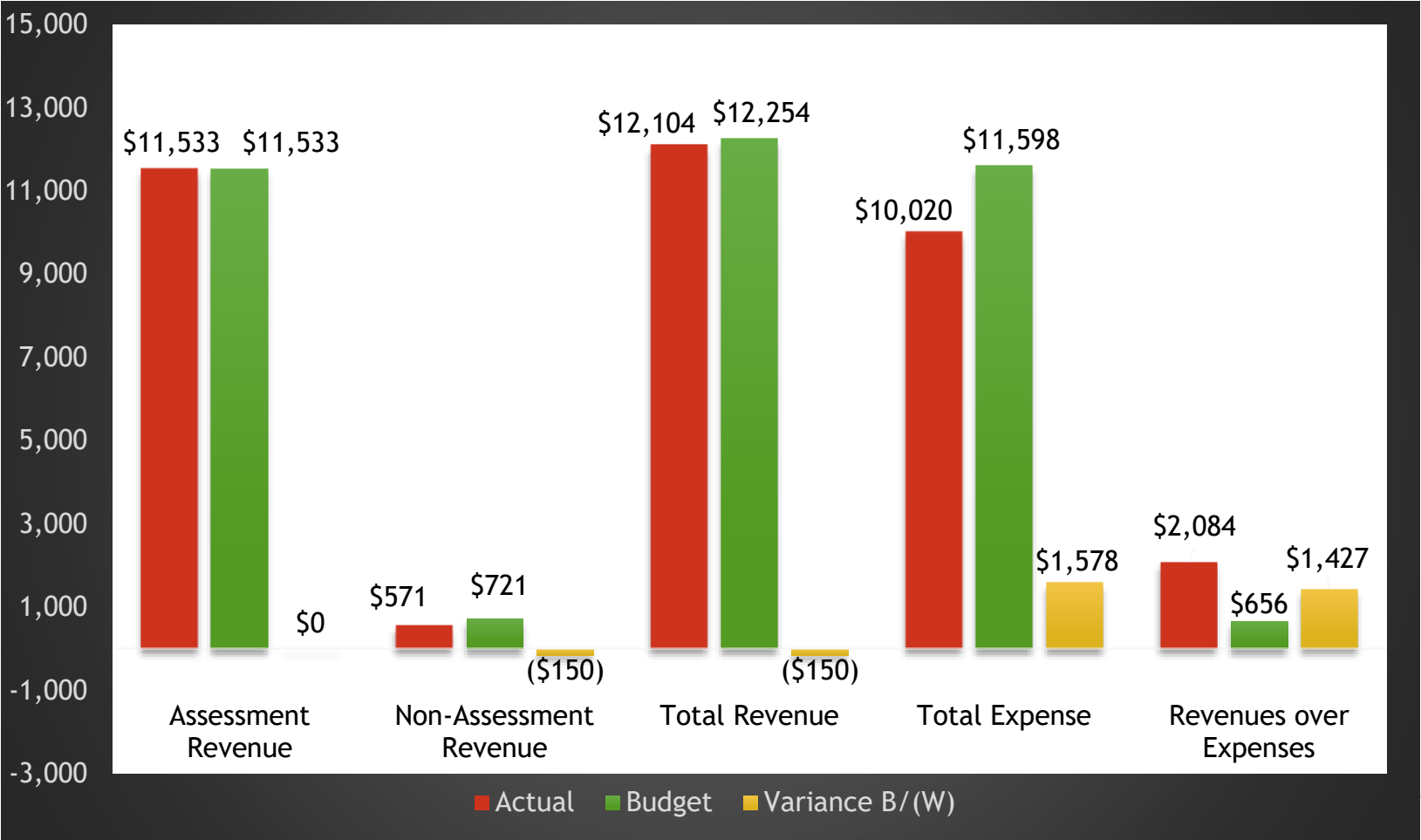
(In Thousands)



\*Excludes Depreciation

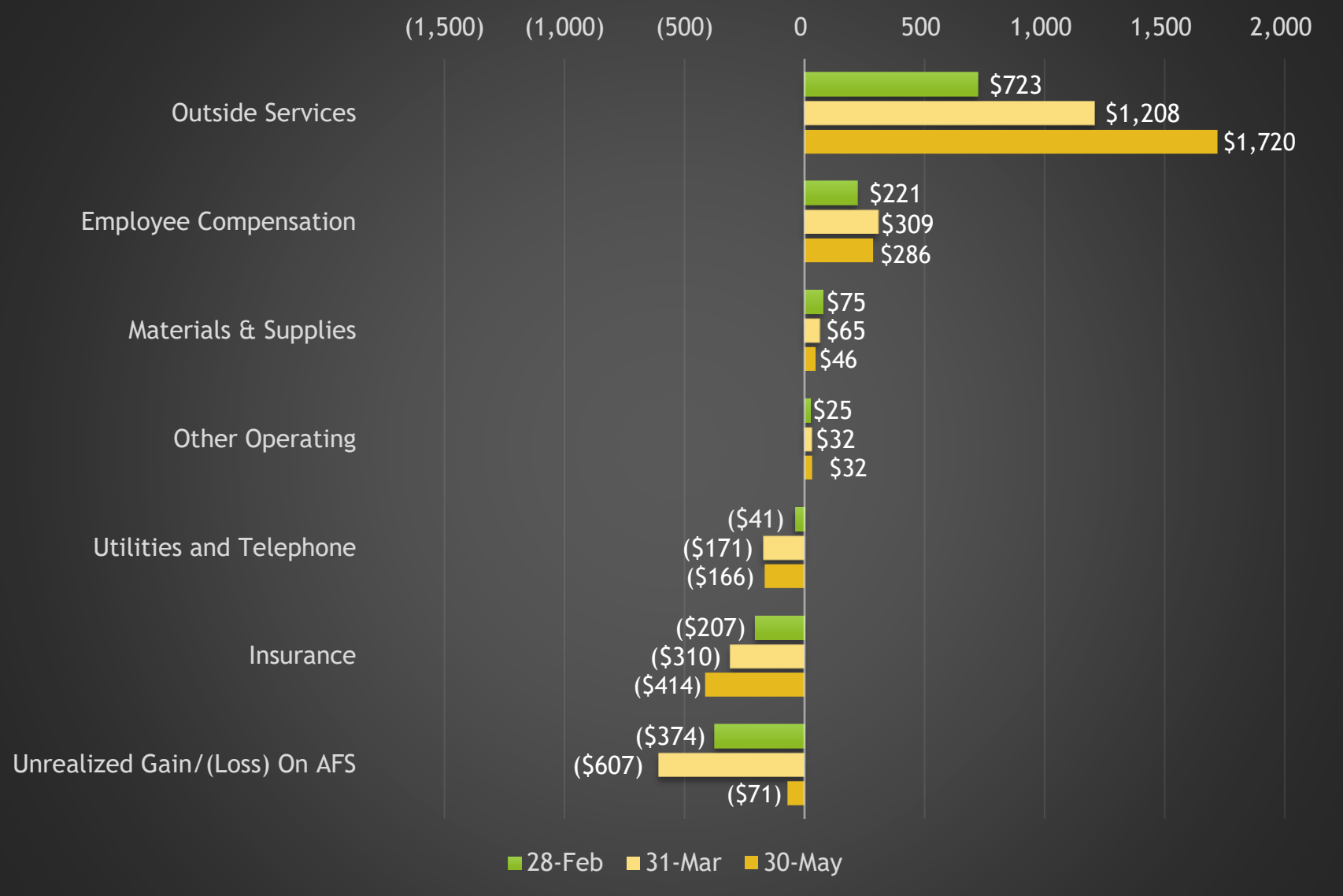
# Income Statement - Actual v. Budget

(YTD 4/30/2021, In Thousands)



# Selected Variances

(In Thousands)



# Total Non-Assessment Revenue

March 31<sup>st</sup>

\$411,296



- Fees & Charges to Residents - 42%
- Investment Income - 14%
- Lease Processing Fee - 12%
- Laundry - 12%
- Resale Processing Fee - 12%
- Miscellaneous Revenue - 4%
- Golf Cart Electric Fee - 4%

April 30<sup>th</sup>

\$570,787



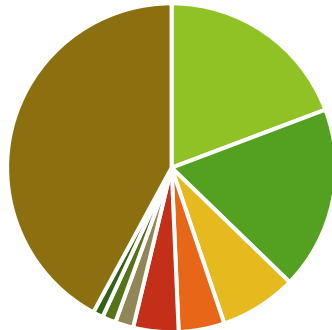
- Fees & Charges to Residents - 42%
- Investment Income - 14%
- Lease Processing Fee - 13%
- Laundry - 13%
- Resale Processing Fee - 11%
- Miscellaneous Revenue - 4%
- Golf Cart Electric Fee - 3%



# Total Expenses

March 31<sup>st</sup>

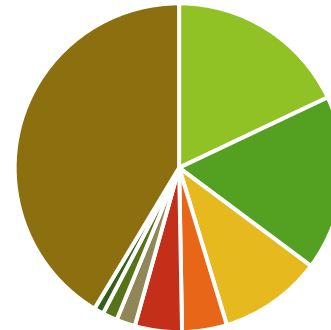
\$7,194,202



- Utilities & Telephone - 19%
- Insurance - 18%
- Outside Services - 8%
- Net Allocations to Mutuals - 5%
- Materials & Supplies - 4%
- Legal Fees - 2%
- Other - 1%
- Repairs & Maintenance - 1%
- Employee Comp. & Related - 42%

April 30<sup>th</sup>

\$10,020,244



- Utilities & Telephone - 18%
- Insurance - 17%
- Outside Services - 10%
- Net Allocations to Mutuals - 4%
- Materials & Supplies - 5%
- Legal Fees - 2%
- Other - 2%
- Repairs & Maintenance - 1%
- Employee Comp. & Related - 41%

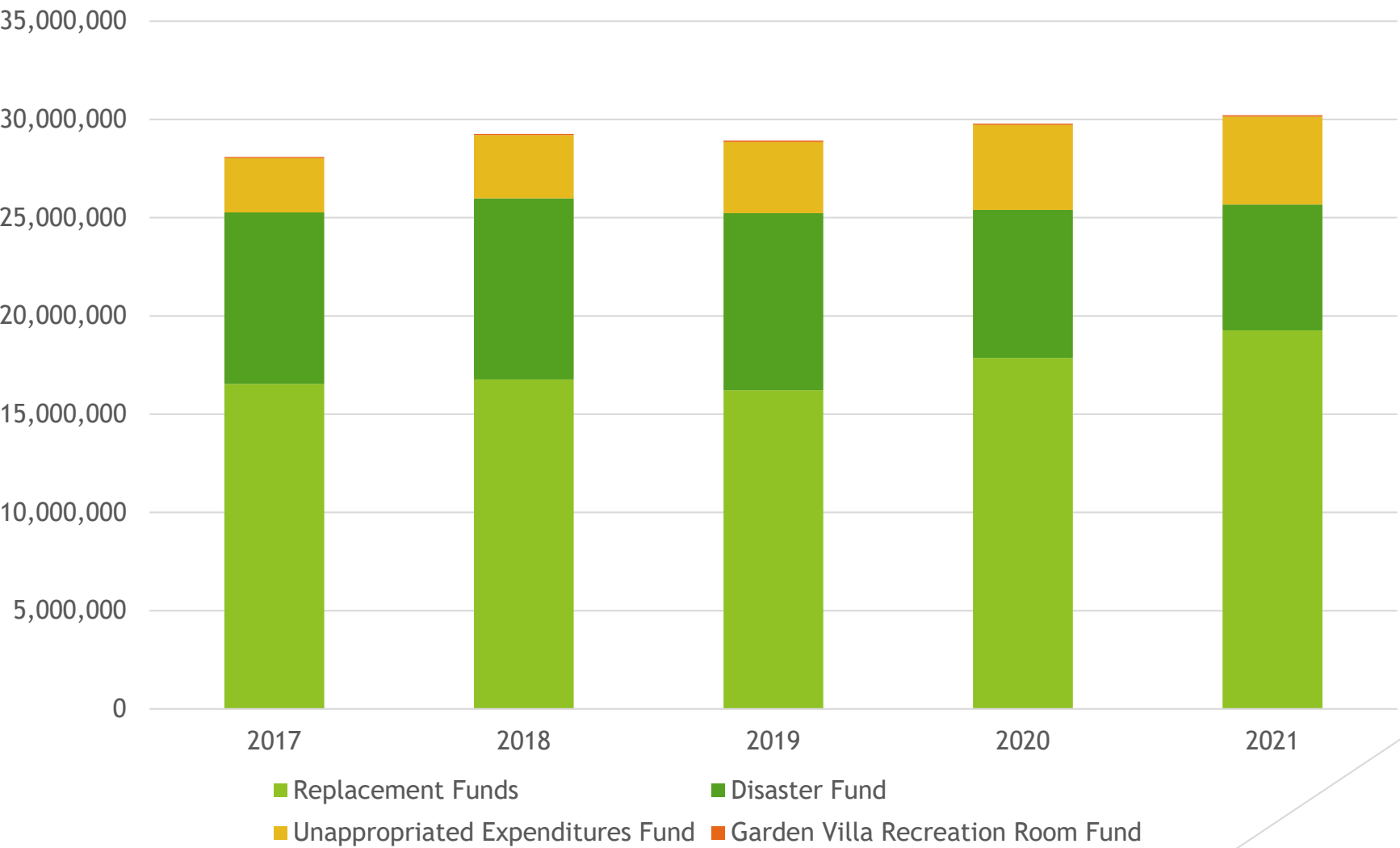
# Non-Operating Fund Balances

(In Thousands)

Non-Operating Fund Balances	Replacement Funds*	Disaster Fund	Unappropriated Expenditures Fund	Garden Villa Fund	Total
Beginning Balances: 1/1/21	\$17,437	\$6,843	\$4,271	\$89	\$28,640
Contributions & Interest	3,754	634	205	29	4,622
Expenditures	1,924	1,074	6	44	3,048
Current Balances: 4/30/21	\$19,267	\$6,403	\$4,470	\$74	\$30,214

\* Includes Elevator and Laundry Funds

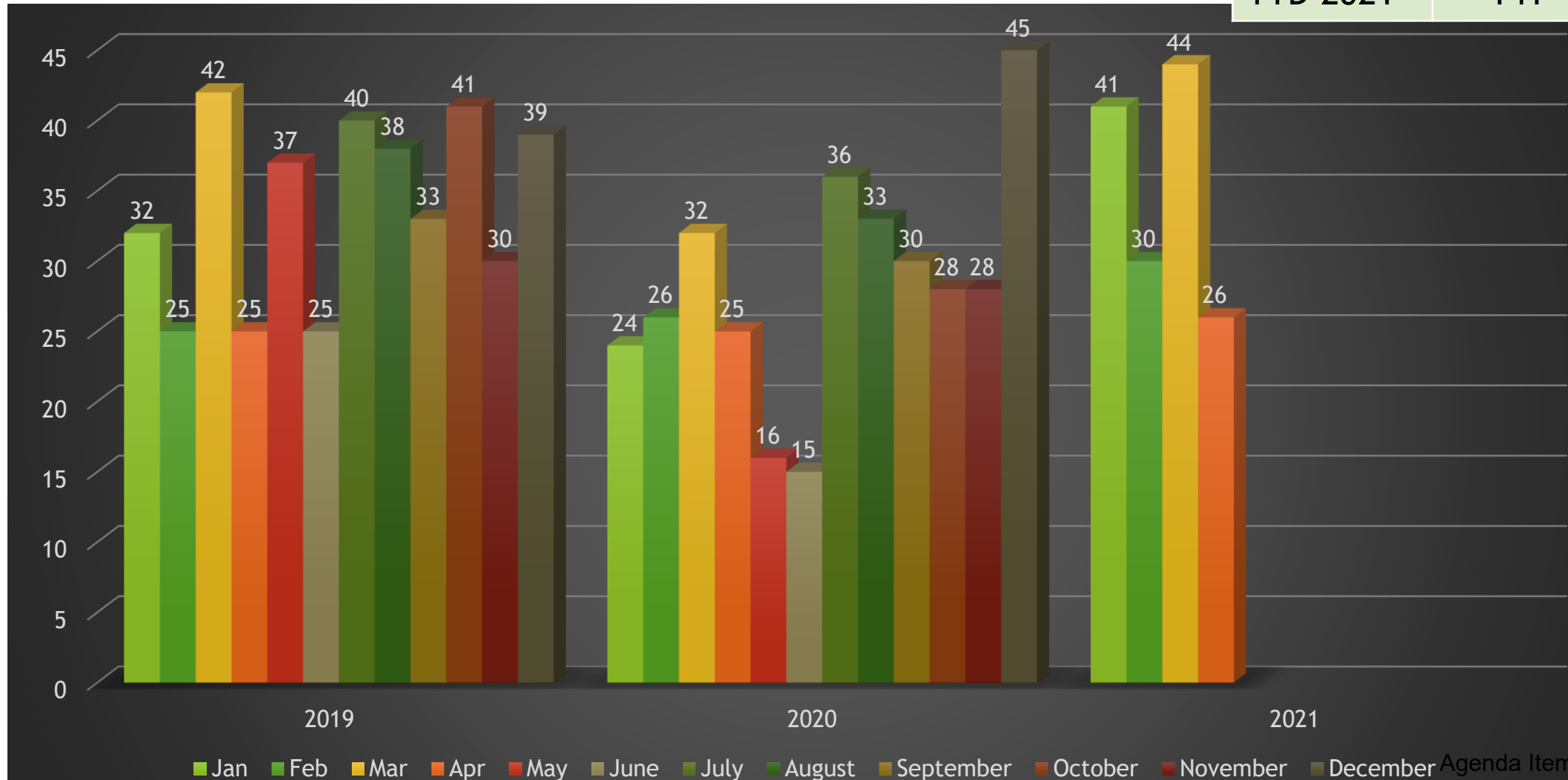
# Fund Balances - April 30th



# Resale History -Third Mutual

Preliminary as of April 30, 2021

	No. of Resales	Av. Resale Price
YTD 2019	124	\$402,998
YTD 2020	107	\$438,498
YTD 2021	141	\$441,749





**Third Laguna Hills Mutual**  
**Statement of Revenues & Expenses - Preliminary**  
**4/30/2021**  
(\$ IN THOUSANDS)

		CURRENT MONTH			YEAR TO DATE			PRIOR YEAR	TOTAL
		ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET
Revenues:									
Assessments:									
1	Operating	\$1,747	\$1,747		\$6,989	\$6,989		\$6,743	\$20,968
2	Additions to restricted funds	1,136	1,136		4,544	4,544		4,312	13,632
3	Total assessments	2,883	2,883		11,533	11,533		11,055	34,600
Non-assessment revenues:									
4	Fees and charges for services to residents	67	56	10	240	222	17	88	674
5	Laundry	25	20	5	74	80	(6)	81	240
6	Investment income	20	33	(14)	78	134	(56)	177	402
7	Unrealized gain/(loss) on AFS investments	554	18	536	71	71	(71)	536	213
8	Miscellaneous	49	53	(5)	179	213	(34)	179	640
9	Total non-assessment revenue	713	181	532	571	721	(150)	1,060	2,170
10	Total revenue	3,597	3,064	532	12,104	12,254	(150)	12,114	36,770
Expenses:									
11	Employee compensation and related	1,118	1,095	(23)	4,147	4,433	286	4,047	13,340
12	Materials and supplies	144	125	(19)	464	509	46	345	1,526
13	Utilities and telephone	415	420	5	1,800	1,634	(166)	1,449	5,685
14	Legal fees	57	42	(15)	186	167	(20)	170	500
15	Professional fees		15	15	37	73	36	42	150
16	Equipment rental	1	1		17	6	(11)	8	18
17	Outside services	470	981	511	1,014	2,733	1,720	1,942	11,122
18	Repairs and maintenance	24	29	5	95	117	22	112	353
19	Other Operating Expense	15	15		35	67	32	43	192
20	Insurance	432	328	(104)	1,726	1,312	(414)	682	3,936
21	Investment expense				4	5	1	3	21
22	Uncollectible Accounts	7		(7)	(7)	19	26	4	75
23	(Gain)/loss on sale or trade	15		(15)	15		(15)	114	
24	Depreciation and amortization	11	11		45	45		45	135
25	Net allocation to mutuals	118	116	(1)	442	476	35	478	1,426
26	Total expenses	2,826	3,179	353	10,020	11,598	1,578	9,485	38,479
27	Excess of revenues over expenses	\$771	(\$114)	\$885	\$2,084	\$656	\$1,427	\$2,630	(\$1,710)



**Statement of Revenues & Expenses - Preliminary**  
Variance Explanations as of April 30, 2021

**SUMMARY**

Third financial results were better than budget by \$1,427K as of April 30, 2021. Explanations for categories with significant variances are found below.

**REVENUE**

**Unrealized gain/(loss) on AFS Investments – (\$71K) [Line 7](#)**

Unfavorable variance due to the current investment portfolio being sold off in favor of purchasing treasury bills. The current year-to-day unrealized loss was transferred to realized gains/losses along with prior year unrealized gain.

**EXPENSES**

**Employee Compensation and Related – \$286K [Line 11](#)**

Favorable variance resulted primarily in Landscape and M&C departments. In Landscape department, ground maintenance was favorable due to outsourcing of 8 staff positions. To a lesser extent, the variance was furthered in paint programs and carpentry services due to a reduction in staff required to fulfill 15-year paint cycle from a 10-year cycle.

**Utilities and Telephone – (\$166K) [Line 13](#)**

Unfavorable variance due to less seasonal rainfall. Budget was based on a five-year average of water consumption, however, seasonal rainfall through April was 39% lower than 5-year average during the same period.

**Outside Services – \$1,720K [Line 17](#)**

Favorable variance is due to:

- **Building Structures – \$639K**

Favorable variance resulted from timing of expenditures mainly in damage restoration programs. This reserve component for restoration of buildings resulting from rain leaks, plumbing stoppage, moisture intrusion events were partially moved from the Disaster Fund to the Replacement/Reserve Fund for 2021 budget year. Staff has not processed 2021 invoices and anticipates to be caught up by June.

- **Waste Line Remediation – \$180K**

Favorable variance due to timing of scheduled work compared to budget distribution. Work is in progress. While the primary focus is on three-story buildings this year, other buildings with a high risk for stoppages will also be evaluated for epoxy lining. The three-story buildings take an average of 10-12 weeks to complete. There are six three story buildings scheduled to complete this year.

- **Roof Replacements – \$137K**



**Statement of Revenues & Expenses - Preliminary**  
Variance Explanations as of April 30, 2021

Favorable variance resulted from timing of invoices. 28 buildings are scheduled for roof replacement with a PVC cool roof system. This program commenced in April and is scheduled to be completed in November. As of April 30, 2021, 3 out of 28 buildings have been completed. Invoices are pending.

- **Moisture Intrusion – Plumbing Leaks – \$124K**

Favorable variance is due to timing of expenditures. This line item funds restoration (dry down, environmental testing, abatement & misc. repairs) of units due to plumbing stoppages from main lines, internal lines, toilets, sink/basins, and multifixture stoppages, that may cause damage to framing, walls, etc. and will need repairs.

- **Tree Maintenance – \$88K**

Favorable variance is due to timing of invoices.

**Insurance – (\$414K) [Line 20](#)**

Unfavorable variance due to higher premiums for property and casualty insurance. Insurance premium increases were implemented after 2021 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.

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**FINANCE COMMITTEE MEETING  
REPORT OF THE REGULAR OPEN SESSION**

Tuesday, June 1, 2021 – 1:30 p.m.  
Virtual Meeting

**MEMBERS PRESENT:** Robert Mutchnick – Chair, Annie McCary, Ralph Engdahl, Lynn Jarrett, Cush Bhada, John Frankel, Craig Wayne, Debbie Dotson, Donna Rane-Szostak, Reza Karimi, Steve Parsons, Advisors: Wei-Ming Tao, John Hess

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Steve Hormuth, Jose Campos, Eve Morton

**Call to Order**

Director Mutchnick, Treasurer, chaired the meeting and called it to order at 1:35 p.m.

**Acknowledgement of Media**

None were present.

**Approval of Meeting Agenda**

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

**Approval of Meeting Report for May 4, 2021**

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

**Chair Remarks**

Director Mutchnick welcomed President Parsons back to the meetings.

**Member Comments**

None

**Department Head Update**

Steve Hormuth, Interim Finance Director, provided updates on the 2022 budget, banking services, and insurance.

**Preliminary Financial Statements dated April 30, 2021**

Mr. Hormuth, presented the Preliminary Financial Statements dated April 30, 2021 and questions were addressed from the committee.

Mr. Hormuth explained that the detailed Operating Statement Reserve Fund report was broken into two reports, Reserve Fund report and Restricted Fund report. The Reserve Fund report

includes activities from the Replacement Fund, Elevator Replacement Fund and Laundry Replacement Fund. The newly created Restricted Fund report includes activities from the Unappropriated Expenditures Fund, Disaster Fund and Garden Villa Rec Room Fund. Advisor Tao asked that all these different funds be broken out into separate line items on future reports. President Parsons requested that the Compensation Accrual be broken down on the report. Mr. Hormuth stated that he will give him that information by this Friday.

Advisor Hess stated that the Total Fund Balances is the same balance as last time. Mr. Hormuth stated that he will look into that and get the committee new reports if that is the case.

President Parsons asked about the Mailboxes expense. Chair Mutchnick stated that he needs a follow up from Mr. Hormuth regarding that item.

President Parsons asked how the recent event, which resulted in a huge loss of water, would affect our El Toro Water District (ETWD) bill. He requested that Mr. Hormuth request from ETWD a credit for that incident.

Director Jarrett inquired about Restricted Reserve expenditures in the Garden Villa Fund and asked staff to look into the amount. Mr. Campos, Financial Services Manager, let her know that money was reclassified and he will show her where it appears on the report now.

### **Future Agenda Items**

Rate increase for water to go in effect in July.

### **Committee Member Comments**

Various comments.

### **Date of Next Meeting**

Tuesday, July 6, 2021 at 1:30 p.m.

### **Recess to Closed Session**

The meeting recessed at 2:41 p.m.

**DRAFT**

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Robert Mutchnick, Chair

# Monthly Resale Report

PREPARED BY

MUTUAL

REPORT PERIOD

Community Services Department

Third

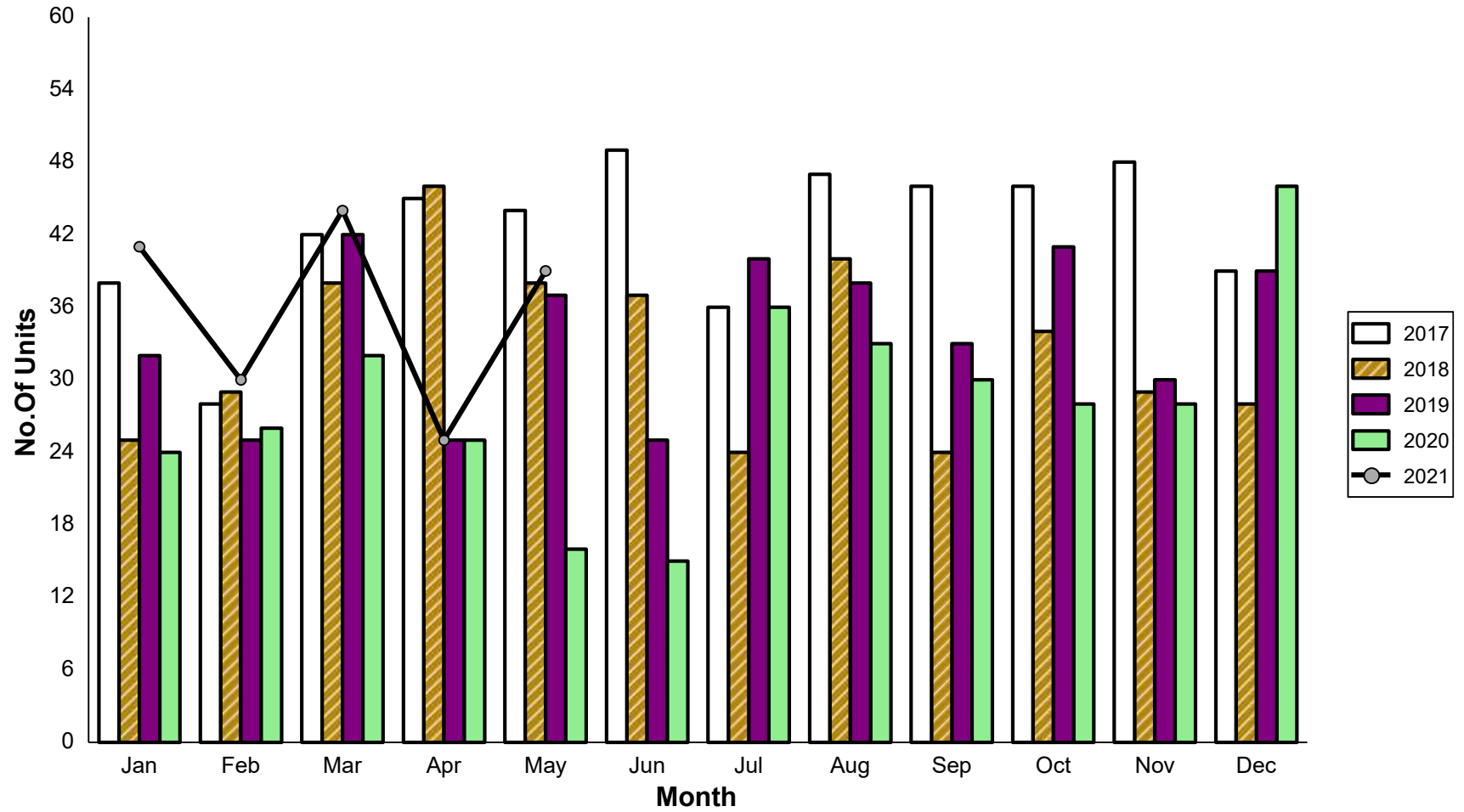
May, 2021

MONTH	NO. OF RESALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	41	24	\$16,433,725	\$10,015,000	\$400,823	\$417,292
February	30	26	\$11,904,525	\$12,158,700	\$396,818	\$467,642
March	44	32	\$20,903,100	\$13,946,416	\$475,070	\$435,826
April	25	25	\$12,493,400	\$10,830,833	\$499,736	\$433,233
May	39	16	\$18,319,300	\$5,604,000	\$469,726	\$350,250
June		* 15		* \$5,881,500		* \$392,100
July		* 36		* \$15,240,248		* \$423,340
August		* 33		* \$14,612,928		* \$442,816
September		* 30		* \$14,314,100		* \$477,137
October		* 28		* \$10,707,400		* \$382,407
November		* 28		* \$11,057,300		* \$394,904
December		* 46		* \$18,548,901		* \$403,237
<b>TOTAL</b>	179.00	123.00	\$80,054,050	\$52,554,949		
<b>MON AVG</b>	35.00	24.00	\$16,010,810	\$10,510,990	\$448,434	\$420,849
<b>% CHANGE - YTD</b>	45.5%		52.3%		6.6%	

% Change calculated (ThisYear - LastYear)/LastYear

\* Amount is excluded from percent calculation

## Resales - 5 Year Comparison





# Monthly Resale Report

PREPARED BY

Community Services Department

MUTUAL

All Mutuals

REPORT PERIOD

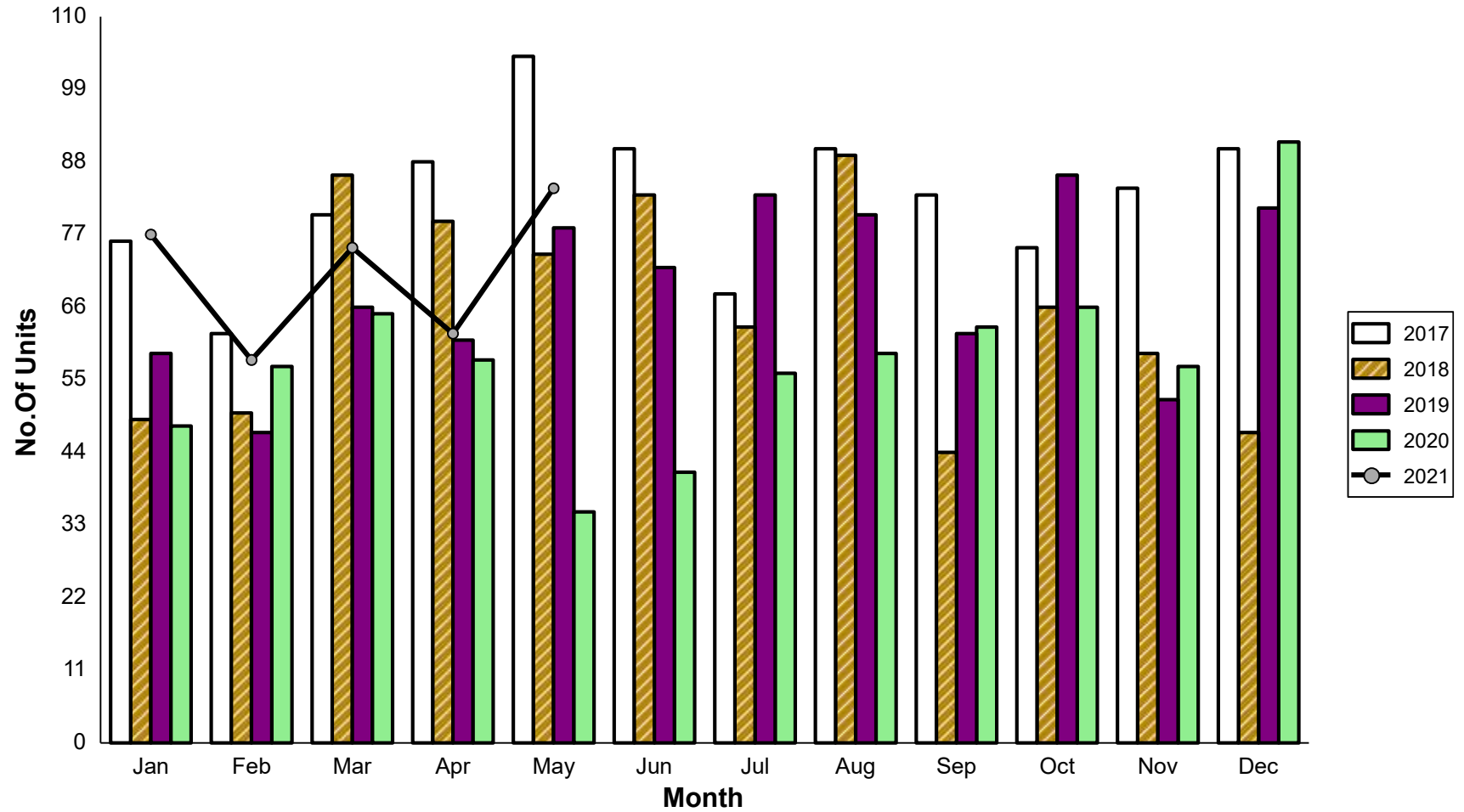
May, 2021

MONTH	NO. OF REALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	77	48	\$25,440,878	\$16,125,300	\$330,401	\$335,944
February	58	57	\$18,806,125	\$18,886,210	\$324,244	\$331,337
March	75	65	\$28,286,000	\$21,969,916	\$377,147	\$337,999
April	62	58	\$22,141,399	\$18,200,321	\$357,119	\$313,799
May	84	35	\$28,656,700	\$10,277,500	\$341,151	\$293,643
June		* 41		* \$12,315,399		* \$300,376
July		* 56		* \$20,514,748		* \$366,335
August		* 59		* \$21,522,228		* \$364,784
September		* 63		* \$22,132,600		* \$351,311
October		* 66		* \$20,962,800		* \$317,618
November		* 57		* \$17,923,188		* \$314,442
December		* 91		* \$29,495,361		* \$324,125
TOTAL	356.00	263.00	\$123,331,102	\$85,459,247		
MON AVG	71.00	52.00	\$24,666,220	\$17,091,849	\$346,012	\$322,544

\* Amount is excluded from percent calculation

Year to-date totals now include Mutual Fifty.

## Resales - 5 Year Comparison



# Resales Report

## Third Laguna Hills Mutual

### May, 2021

Close	Manor	Mutual	Price	Model/Style	Listing Realtor	Buyer Realtor	Escrow
05/28/2021	2133-C	3	\$355,000	Valencia	24/7 Realty Inc	Regency Real Estate	Corner Escrow Inc.
05/21/2021	2193-D	3	\$345,000	Casa Contenta	Keller Williams Real Estate	Coldwell Banker	Granite Escrow
05/19/2021	2276-S	3	\$170,000	Coronado	Marlene B. Bridges	Karl Chu	Corner Escrow Inc.
05/03/2021	2317-A	3	\$420,000	La Jolla	Laguna Premier Realty, Inc	Coldwell Banker Residential	Blue Pacific Escrow
05/26/2021	2354-3D	3	\$410,000	Garden Villa	Berkshire Hathaway	One Source Realty Solutions	Corner Escrow Inc.
05/20/2021	2390-1B	3	\$440,000	Garden Villa	Presidential Real Estate	Village Real Estate	Generations Escrow
05/14/2021	2393-2G	3	\$310,000	Garden Villa	FSBO	FSBO	Generations Escrow
05/28/2021	2395-1A	3	\$360,000	Garden Villa	Village Real Estate	Steve Venture	Granite Escrow
05/14/2021	2395-3E	3	\$537,000	Garden Villa	Century 21 Rainbow	Bullock Russell Real Estate	Corner Escrow Inc.
05/14/2021	2396-1H	3	\$295,000	Garden Villa	Laguna Premier Realty, Inc	Coldwell Banker	Blue Pacific Escrow
05/27/2021	2398-2F	3	\$275,000	Villa Capri	Laguna Premier Realty, Inc	Berkshire Hathaway	Blue Pacific Escrow
05/27/2021	3061-D	3	\$307,000	Villa Nova	Keller Williams Real Estate	TBD	Granite Escrow
05/27/2021	3070-B	3	\$480,000	Villa Nova	Think Boutiq Real Estate	Realty One Group	Glen Oaks Escrow
05/20/2021	3102-C	3	\$430,000	Mariposa	First Property RE & Management	Villa Real Estate	Granite Escrow
05/04/2021	3229-B	3	\$594,000	Las Flores	Laguna Premier Realty, Inc	HomeSmart Evergreen	Blue Pacific Escrow
05/28/2021	3277-Q	3	\$320,000	Casa Vista	Century 21 Rainbow	Uniti Realty	Granite Escrow
05/04/2021	3284-D	3	\$430,000	La Princesa	Laguna Premier Realty, Inc	Oldroyd Realty	Granite Escrow
05/19/2021	3304-Q	3	\$498,800	Casa Vista	Laguna Premier Realty, Inc	Redfin	Blue Pacific Escrow
05/19/2021	3315-B	3	\$665,000	Las Flores	HomeSmart Evergreen	HomeSmart Evergreen	Escrow Options Group
05/10/2021	3336-3D	3	\$300,000	Sierra	Keller Williams Real Estate	Keller Williams Real Estate	Granite Escrow
05/25/2021	3363-3B	3	\$308,000	Aragon	Legacy 15 Real Estate	Laguna Premier Realty, Inc	Glen Oaks Escrow
05/17/2021	3363-3F	3	\$287,000	Aragon	Regency Real Estate	Rodeo Realty	Glen Oaks Escrow
05/25/2021	3374-C	3	\$645,000	Andaluz	Century 21 Rainbow	Laguna Premier Realty, Inc	Corner Escrow Inc.
05/28/2021	3392-B	3	\$595,000	Navarro	Laguna Premier Realty, Inc	Century 21 Astro	Blue Pacific Escrow

# Resales Report

## Third Laguna Hills Mutual

### May, 2021

Close	Manor	Mutual	Price	Model/Style	Listing Realtor	Buyer Realtor	Escrow
05/11/2021	3421-2C	3	\$375,000	Casa Dorado	Surterre Properties, Inc.	HomeSmart Evergreen	Blue Pacific Escrow
05/18/2021	3429-A	3	\$425,000	La Quinta	HomeSmart Evergreen	HomeSmart Evergreen	Escrow Options Group
05/12/2021	3457-A	3	\$560,000	Andaluz	FSBO	FSBO	Granite Escrow
05/21/2021	3497-C	3	\$345,000	La Quinta	The Bayless Group	Lazarus Realty	Corner Escrow Inc.
05/04/2021	3501-2C	3	\$347,000	Villa Nueva	Century 21 Rainbow	Laguna Premier Realty, Inc	Corner Escrow Inc.
05/28/2021	3510-2F	3	\$197,500	Villa Nueva	HomeSmart Evergreen	HomeSmart Evergreen	Escrow Options Group
05/03/2021	3515-B	3	\$850,000	Villa Fuente	Compass	Berkshire Hathaway	Blue Pacific Escrow
05/20/2021	4019-A	3	\$550,000	Casa Milano	Laguna Premier Realty, Inc	Realty Network	Blue Pacific Escrow
05/28/2021	5054	3	\$920,000	Villa Paraisa	Laguna Premier Realty, Inc	Laguna Premier Realty, Inc	Blue Pacific Escrow
05/28/2021	5308	3	\$850,000	Villa Reposa	First Team Real Estate	Coldwell Banker Residential	Granite Escrow
05/06/2021	5359-A	3	\$300,000	La Brisa	Integrated Realty Group	Regency Real Estate	Granite Escrow
05/11/2021	5369-2E	3	\$285,000	Sierra	Pacific Sterling Realty	Laguna Premier Realty, Inc	Generations Escrow
05/28/2021	5504-A	3	\$849,000	Casa Rosa	Realty Quest	HomeSmart Evergreen	Escrow Options Group
05/27/2021	5510-2D	3	\$390,000	El Mirador	Realty Benefit	Harvest Realty Development	Granite Escrow
05/25/2021	5544-A	3	\$1,299,000	Casa Monaco	Century 21 Rainbow	Laguna Premier Realty, Inc	Corner Escrow Inc.

Number of Resales: 39

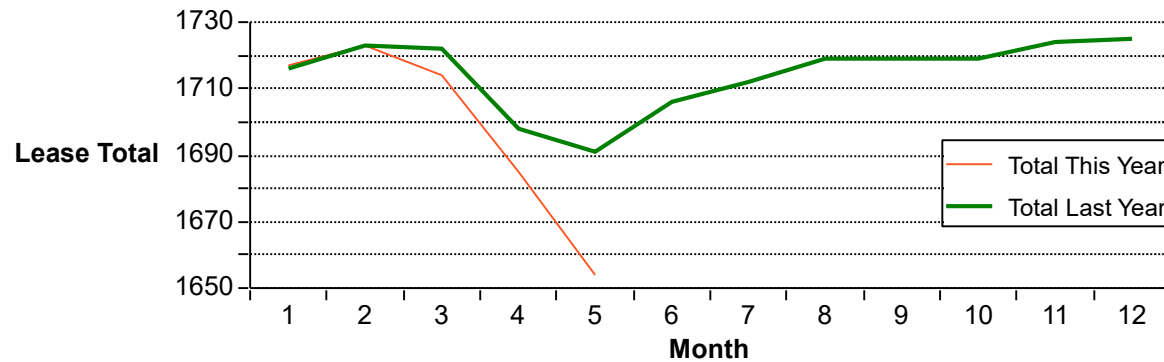
Total Resale Price: \$18,319,300

Average Resale Price: \$469,726

Median Resale Price: \$410,000



## Monthly Active Leasing Report 2021 Period 5 (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	% Leased Last Year	% Change	Total Renewals	Total Expirations
2021	January	13	11	292	1,401	1,717	1,716	28.1	28.1	0.0	0	31
2021	February	16	10	316	1,381	1,723	1,723	28.2	28.2	0.0	47	38
2021	March	16	12	335	1,351	1,714	1,722	28.1	28.2	-0.1	114	78
2021	April	10	13	365	1,297	1,685	1,698	27.6	27.8	-0.2	116	75
2021	May	12	10	392	1,240	1,654	1,691	27.1	27.7	-0.6	91	111
2021	June						1,706					
2021	July						1,712					
2021	August						1,719					
2021	September						1,719					
2021	October						1,719					
2021	November						1,724					
2021	December						1,725					

## Monthly Resale Report Third Mutual

PREPARED BY  
Community Services Department

May-21

Month	NUMBER OF REALES				TOTAL SALES VOLUME IN \$\$				AVG RESALE PRICE			
	2021	2020	2019	2018	2021	2020	2019	2018	2021	2020	2019	2018
January	41	24	32	25	\$16,433,725	\$10,015,000	\$12,482,100	\$8,807,150	\$400,823	\$417,292	\$390,066	\$352,286
February	30	26	25	29	\$11,904,525	\$12,158,700	\$10,208,000	\$12,600,892	\$396,818	\$467,642	\$408,320	\$434,514
March	44	32	42	38	\$20,903,100	\$13,946,416	\$16,639,712	\$16,909,199	\$475,070	\$435,826	\$396,184	\$444,979
April	25	25	25	46	\$12,493,400	\$10,830,833	\$10,435,500	\$18,869,626	\$499,736	\$433,233	\$417,420	\$410,209
May	39	16	37	38	\$18,319,300	\$5,604,000	\$16,273,033	\$15,452,990	\$469,726	\$350,250	\$439,812	\$406,658
June	0	15	25	37	\$0	\$5,881,500	\$10,290,000	\$16,981,138	\$0	\$392,100	\$411,600	\$458,950
July	0	36	40	24	\$0	\$15,240,248	\$17,327,373	\$9,892,800	\$0	\$423,340	\$433,184	\$412,200
August	0	33	38	40	\$0	\$14,612,928	\$15,994,900	\$17,327,000	\$0	\$442,816	\$420,918	\$433,175
September	0	30	33	24	\$0	\$14,314,100	\$12,643,180	\$12,552,692	\$0	\$477,137	\$383,127	\$523,029
October	0	28	41	34	\$0	\$10,707,400	\$16,142,900	\$14,146,300	\$0	\$382,407	\$393,729	\$416,068
November	0	28	30	28	\$0	\$11,057,300	\$13,520,950	\$10,675,000	\$0	\$394,904	\$450,698	\$381,250
December	0	45	39	28	\$0	\$17,933,901	\$18,319,800	\$13,693,599	\$0	\$398,531	\$469,738	\$489,057
<b>TOTAL</b>	179	123	161	176	\$80,054,050	\$52,554,949	\$66,038,345	\$72,639,857				
<b>MON AVG</b>	35.8	24.6	32.2	35.2	\$16,010,810	\$10,510,990	\$13,207,669	\$14,527,971	\$448,435	\$420,849	\$410,360	\$409,729
<b>% CHANGE-YTD</b>	45.5%	-23.6%	-8.5%	-10.7%	52.3%	-20.4%	-9.1%	-5.2%	6.6%	2.6%	0.2%	6.3%

% Change calculated (This Year - Last Year)/Last Year

Percent calculation only includes YTD figures in black.



**OPEN MEETING**

**REGULAR OPEN MEETING OF THE THIRD LAGUNA WOODS MUTUAL  
ARCHITECTURAL CONTROL AND STANDARDS COMMITTEE**

Monday, April 24 2021: 9:30AM-11:00AM  
Laguna Woods Village Community Center (Zoom)  
24351 El Toro Road, Laguna Woods, CA 92637

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Robert Mutchnick, John Frankel, Ralph Engdahl, Reza Karimi

**DIRECTORS PRESENT:**

**COMMITTEE MEMBERS ABSENT:** Chair Steve Parson

**ADVISORS PRESENT:** Michael Plean, Michael Butler

**STAFF PRESENT:** Robbi Doncost, Lauryn Varnum, Gavin Fogg, Richard DeLaFuente

**1. Call to Order**

Chair Parsons called the meeting to order at 9:31AM.

**2. Acknowledgement of Media**

Zoom recording.

**3. Approval of Agenda**

Director Karimi moved to accept the agenda, Director Frankel seconded. Agenda was approved.

**4. Approval of Meeting Report for April 26, 2021**

The committee approved the meeting report as presented.

**5. Chair's Remarks**

Advisor Plean inquired if ACSC meetings would be moving to an in-person format shortly, Director Frankel was unsure as no announcements had been made.

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

None.

**7. Manor Alterations Division Update**



Staff Officer Doncost updated the current status of the Manor Alterations (“MA”) staff, with the retiring of a Resales Inspector and the onboarding of Abraham Ballesteros, the new Inspector. Mr. Doncost explained that MA is exploring new methods of efficiency, including new technology within the field for inspectors but this will be a process involving the IT Dept. and Tech Dept. Currently MA is anticipating promoting from within to fill the existing gap of a vacant inspector position with the promotion of a Senior Operations Specialist, Geovany Cortez and the promotion of Andrea Cornejo to Senior O.S.

#### **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. Monthly Mutual Consent Report**

Mr. Doncost summarized the totals of Mutual Consents processed and tickets initiated within the month of April, confirming that phones and emails are being responded to within a 24-hour period (at most), and the remote counter is taking approximately 1-2 appointments per day. Director Mutchnick asked for clarification about inquiries being “responded to”, and Mr. Doncost confirmed that “responded” is defined by a direct response from a staff member to a member or 3<sup>rd</sup> party. Mr. Doncost confirmed that the quantity of permits has been consistent since the previous month.

Advisor Butler inquired for further clarification of the Classification System. Mr. Doncost explained the Classification System, the difference between Over-the-Counter Permits (“OTC”) and standard permits. Advisor Butler gave a hypothetical example of a HVAC unit malfunctioning and what the necessary steps would be, which Mr. Doncost and Mr. Fogg confirmed that if paperwork was submitted properly within an appropriate timeframe, a permit could be issued within the same day in such an example. Advisor Plean inquired as to the makeup of existing staff. Mr. Doncost confirmed that 4 staff members are dedicated to intake.

#### **Items for Discussion**

#### **9. Alteration Fee Schedule & Proposed Revised Alteration Fee Schedule**

Director Engdahl questioned the 40% increase, and Advisor Plean inquired as to the increase being tied into the fees enacted by the City or if they are independent. Mr. Doncost confirmed these fees are independent of the city and clarified the distinction of Unauthorized Alteration and the penalties associated. Advisor Plean asked for clarifications for specific alterations such as a ‘man door’ and ‘shower to shower’ alterations. Advisor Plean asked for clarifications for tile removal v layering of additional flooring onto original tile. Mr. Fogg confirmed the process is designed to follow regulations regarding ACM.

Director Mutchnick questioned the verbiage of the Proposed Revised Alteration Fee Schedule, and Mr. Doncost acquiesced to editing the form including the proposed wording. Advisor Plean inquired as to how the cost increases were calculated, and if any permits or variance requirements can be eliminated.



Director Mutchnick inquired as to the wide difference between fee costs within categories, and Mr. Doncost confirmed this was the existing fee schedule and the increased costs were driven by the staff hours necessary to process specific permits. Advisor Plean questioned if permit costs can be driven by a standard flat fee, and then an assigned percentage. Mr. Doncost agreed to present a proposal at the next ACSC meeting, provided discussion ensues between now and the next meeting.

Director Karimi inquired as to the ability to review existing standards and adjust. Director Engdahl requested examples, reminding the ACSC that many standards are driven by California state guidelines. Discussion ensued regarding AC unit sleeves and exterior stucco work as an example of these standards. Mr. Doncost confirmed that with the additional staffing now in place, there is a capacity to review areas within MA to streamline work, both within standards and policies.

#### **10. Permitless Alteration: City of Laguna Woods Communication**

Mr. Doncost explained the PermitLess process, confirmed that the program has been successful, that some members of Third Mutual have also attempted to utilize the program, and that MA was currently working with the City to create a smooth and seamless process. Mr. Doncost confirmed that if Third Mutual wished to enact the program, adjustments to the pre-approved list could be made. Director Mutchnick requested a review of the program after further discussion with United members.

#### **11. Asbestos Meeting Report**

Mr. Doncost summarized the meeting, confirmed that AQMD is invested in working with VMS once the delineation of ownership is confirmed within the Mutuels in order to determine responsibility. Mr. Doncost confirmed that MA has no interest in enacting rules and/or regulations above and beyond the legal requirements of AQMD and CalOSHA, and there is a need to clarify the 100 sq. ft. ruling, and a letter to AQMD is being drafted.

#### **Items for Future Agendas:**

- PermitLess Alteration Progress and Efficacy
- Revised Alteration Fee Schedule

#### **Concluding Business:**

#### **12. Committee Member Comments:**

Director Karimi inquired further to the classification of permit, if there was an opportunity to reduce timelines, and discussion as to the ACM within the community. Discussion ensued between members and staff regarding ACM, with Advisor Butler giving the definition from CC&R bylaws. Director Engdahl reminded the committee that the ultimate goal is the containment and safe handling of ACM.

#### **13. Date of Next Meeting – June 28, 2021**

#### **14. Adjournment at 10:55AM**





## DRAFT

X \_\_\_\_\_

Steve Parsons, Chair

Robbi Doncost, Staff Officer

Telephone: (949) 268-2281



## **OPEN MEETING**

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

Wednesday, May 5, 2021 – 9:30 a.m.

#### **VIRTUAL MEETING**

Laguna Woods Village Community Center, Board Room – 24351 El Toro Road

**MEMBERS PRESENT:** Lynn Jarrett, Chair, Annie McCary, Cush Bhada, Donna Rane-Szostak and Robert Mutchnick

**MEMBERS ABSENT:** Steve Parsons and Reza Karimi

**ADVISORS PRESENT:** Stuart Hack

**ADVISORS ABSENT:** None

**STAFF PRESENT:** Blessilda Wright and Paul Nguyen.

#### **CALL TO ORDER**

Lynn Jarrett, Chair, called the meeting to order at 9:30 a.m.

#### **ACKNOWLEDGEMENT OF MEDIA**

The Media was not present.

#### **APPROVAL OF AGENDA**

Chair Jarrett amended the agenda by removing Nuisance Policy from agenda items 7 and adding Board Meeting Rules.

Director McCary made a motion to approve the agenda as revised. Director Bhada seconded the motion.

By unanimous vote, the motion carried.

#### **APPROVAL OF MEETING REPORTS**

Director McCary made a motion to approve the, February 3, 2021 meeting report as presented.

By consensus, the motion carried.

#### **CHAIRMAN'S REMARKS**

Lynn Jarrett, Chair, stated that a VMS Board Member suggested that we bring up the Anti-Hate Policy due to the recent attacks against Asians. It is an outdated resolution from 2006.

#### **MEMBER COMMENTS ON NON-AGENDA ITEMS**

None

#### **REPORTS**

None

#### **ITEMS FOR DISCUSSION AND CONSIDERATION**

##### **Review Policy Anti -Hate Policy and Harassment Policy**

Chair Jarrett discussed the Anti-Hate Policy and Harassment Policy. The Committee commented and asked questions.

Director McCary made a motion to approve the amended Anti-Hate Policy with changes. Director Bhada seconded the motion.

By consensus, the motion carried.

##### **Board Meeting Rules**

Chair Jarrett discussed the Board Meeting Rules. The Committee commented and asked questions.

The committee determined to take no action.

#### **ITEMS FOR FUTURE AGENDAS**

Cush Bhada with a few other directors will explore the possibility of a manor owner purchasing a 2nd unit to move into and lease the original one without having to qualify for the 2nd unit.

#### **CONCLUDING BUSINESS**

##### **Committee Member Comments**

The Committee and Staff thanked one another for a great meeting.

##### **Date of Next Meeting**

The next meeting is TBD.

##### **Adjournment**

With no further business before the Committee, the Chair adjourned the meeting at 10:43 a.m.

  
Lynn Jarrett (May 10, 2021 13:18 PDT)

Lynn Jarrett, 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, May 13, 2021 – 1:30 p.m.  
Virtual Zoom Webinar

**MEMBERS PRESENT:** Jon Pearlstone, Chair, Bunny Carpenter, Yvonne Horton, Andre Torng, Elsie Addington, Debbie Dotson, Reza Karimi, Dennis Boudreau, Juanita Skillman

**MEMBERS ABSENT:** Ryna Rothberg

**OTHERS PRESENT:** Dick Rader

**STAFF PRESENT:** Brian Gruner, Jennifer Murphy, Jackie Kupfert

#### **Call to Order**

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

#### **Acknowledgement of Media**

There was no press present.

#### **Approval of Agenda**

A motion was made, and by consensus, the agenda was approved.

#### **Approval of Committee Report for April 8, 2021**

A motion was made, and by majority consensus, the report was approved.

#### **Chair's Remarks**

Chair Pearlstone stated a show of great respect for Director Moldow as he passed recently and will strive to keep some of his ideas moving forward to honor his memory. The fee structure project will be discussed today in hopes of recommending minor changes that may provide budget stability. Chair Pearlstone stated major changes will be coming in regards to availability of activities due to improvement of the pandemic. He recommends the committee support staff with these changes as it will take several months to phase in new activities mostly due to the difficulty in replacing staff due to COVID layoffs.

## **Report of the Recreation and Special Events Director**

Mr. Gruner stated staff continues to follow the conditional modified operating procedures based on state and county guidelines. At this time, Orange County is in the orange tier with anticipation of moving to the yellow tier next Wednesday. The current Orange County statistics are as follows: adjusted daily case rate per 100,000 is 1.8, test positivity rate is 1% and tests per 100,000 is 277. Staff is eagerly anticipating the state to fully reopen with no restrictions including not wearing masks on June 15 according to Governor Newsom. Mr. Gruner stated staff is preparing to reopen activities but will be an incremental process due to staffing as many are not working at their assigned facility. Management is diligently working to hire enough staff to safely reopen facilities and to ensure proper customer service levels.

Mr. Gruner stated the following facility updates: the Library is reopened with modifications; Clubhouse 4 utilization is still low and the reservable times may be expanded to three or four times per week instead of only two which may also include weekends; Pool 1 is still closed due to a new boiler that must be built and shipped which may delay the reopening until the end of June or early July; the Golf Greens committee has not finalized a skins game solution, but the skins games participants have been able to book the normal tee times using the online reservation system, foreUP. Maggie Blackwell is the Golf Greens committee secretary and those who must miss the meeting may find a suitable substitute for fair voting; foreUP is working very well with minor hiccups and has improved the billing process with staff assisting those who need assistance setting up charge accounts; aerification of the golf course is complete.

Mr. Gruner introduced Ms. Cobarruviaz, Equestrian Supervisor, to provide an update on the Equestrian Center. Ms. Cobarruviaz stated the following improvements: health and safety are a priority which include lighting improvements, both solar and cafe lights; trees added for shade for the horses; decorative plants and vines from the nursery have been added for beautification; implemented new services for boarders which is adding revenue; new lesson types will be available; the trail system has been cleaned and staff will create a trail map; the equine assisted learning program is being created; VCF Help the Herd funding is at approximately \$8,000; painting stalls and replacement of mangers project is being completed; the arena footing project will commence soon; guided facility tours will be offered once facility opens to non-boarders and guests; staff is working to connect our trails to the OC trail system.

Mr. Gruner stated the upcoming yellow tier only changes the capacity levels of our activities. Staff will be meeting with club presidents, continue working on the reopening plan and strive to improve the staffing shortage issue. Director Dotson stated the CDC changed guidelines today with President Biden stating if vaccinated, you may stop wearing masks in certain situations. She inquired as to informing the community of the reopening plan to ensure expectations are clear. Mr. Gruner stated many changes have been made regarding the CDC recommendations and staff monitors these regularly. Reopening of facilities depends upon staffing and he concurred with being transparent to the community. Director Carpenter

inquired as to the Equestrian Center opening on June 15. Mr. Gruner stated the Equestrian Center is scheduled to open on June 15. Director Carpenter stated a list of pricing for new programming will need to be ready at that time. Chair Pearlstone stated staff will have to determine the legalities of proof of immunization. Advisor Skillman stated the library has been open for a week with restrictions such as only 15 people are allowed at one time and masks are required to protect volunteers. These measures will continue for everyone's safety. Advisor Skillman disputed the Library utilization as those numbers represent reserved items only, not the use of the outdoor area of the library. Mr. Gruner clarified that these numbers are for residents served, not number of items checked out.

Chair Pearlstone stated the CDC guidelines are followed per state guidelines and the state guidelines supersede country guidelines. Director Karimi stated limitation on labor work force is prevalent in all work centers and several states announced discontinuation of extra unemployment benefits as of June 15. He stated we may need to utilize volunteers. Mr. Gruner stated that can be a consideration. Chair Pearlstone stated the priority is to get information out to the community. Mr. Gruner stated staff will work with the Marketing and PR department to disseminate reopening information.

Director Dotson inquired as to eliminating all reservations systems on June 15. Mr. Gruner stated the reservation systems will be reduced via a gradual reduction process with modifications. She stated the concern will be determining if someone is vaccinated. She stated it not our job to police this and individuals can decide on wearing a mask.

### **Member Comments (Items Not on the Agenda)**

A member was called to speak regarding Emeritus classes returning as status quo and its impact on the community.

Mr. Gruner stated staff is currently discussing contract renewal with Saddleback Emeritus Institute. Emeritus representatives stated the number of classes will be reduced by approximately 10 which will equate to 75 class offerings. Some classes will remain online. Director Horton stated the parking lot at Clubhouse 4 is impacted with resident cars from buildings close by and inquired as to how this will be managed in the future. Mr. Gruner stated Security can assist with monitoring. Director Dotson stated parking is most concerning for the community and Emeritus brings value to the community. Chair Pearlstone inquired as to what the percentage of Emeritus attendees are residents. Mr. Gruner stated approximately 3,000 attend classes and approximately 2,000 are residents.

Director Addington stated a fee for a second and third vehicle would be more costly for residents, not Emeritus students. She stated the parking fee for Emeritus non-resident students is also impacting the parking for residents and appears low. Director Karimi inquired as to how much revenue Emeritus generates. Chair Pearlstone stated this will be discussed on future agendas. Director Horton stated non-resident Emeritus students pay \$50 for

parking. Director Carpenter stated \$50 is high. Chair Pearlstone stated this may be lower than the parking fee at Saddleback College.

Staff was directed to add Emeritus Update to a future CAC agenda which is to include a brief analysis of what the new Emeritus agreement will feature and the financial impact of this program.

## **CONSENT**

None.

## **REPORTS**

**Shared Fee/Financial Analysis Update** – Chair Pearlstone presented the Recreation Department Financial Analysis which assists with the review to manage costs for residents and minimize impact on assessments while not reducing customer service levels. He stated Mr. Gruner has been most cooperative and his commitment has been appreciated. Chair Pearlstone presented the objectives and implementation strategy.

Mr. Gruner presented a snapshot of utilization estimates which were used to calculate the estimated monthly cost per manor and monthly GRF cost per participant, recommended fee changes, proposed options for additional revenue, GRF potential revenue sources and a summary of current shared cost percentages. Chair Pearlstone stated the utilization figures were reviewed to help establish the top three fees that are considered very low compared to industry standards. Any fee adjustment considered would be done once and any increase in these fees may assist the Recreation Department to remain under budget. Chair Pearlstone stated that \$30M possibly needed for future facility upkeep may be offset with proposed additional revenue from outside sources, but we do not currently have the staffing to research these proposed revenue sources and additional staff would be necessary to complete this research. Chair Pearlstone stated the Recreation budget may be met if a cost of living increase, reduction of budget, lockdown of capitals and an increase of trust facility is reviewed closely.

Discussion ensued.

A motion was made to accept the three fee increases as stated on slide 5 of the Recreation presentation: Golf Driving Range bucket of balls (small = \$2.00; medium = \$4.00; large = \$6.00), clubhouse lockers minimum charge of \$25 (billiards at Clubhouse 1 and at PAC, Clubhouse 4 outdoor lockers, Clubhouse 4 jewelry indoor lockers, and Community Center Table Tennis lockers) and catering fee of \$2.00 per plate to be effective January 1, 2022.

Motion passed unanimously.

Staff was directed to review all locker fees which will remain unchanged for 2021 and to place this item on a future CAC agenda. Chair Pearlstone stated standardizing the shared cost percentages may not be feasible and generating additional revenue from outside sources is preferred. Chair Pearlstone stated a potential motion for next CAC would be to accept the proposed fee schedule and cost of living adjustment for the next three years at a not-to-exceed cap of 3%.

**2021 Recreation Department Financial Forecast** - Mr. Gruner presented the facility utilization and the 2021 quarterly report for the Recreation Department expenditures and revenue.

Chair Pearlstone inquired as to actual versus budget which appears as an excess of \$82,043 showing the Recreation Department as under budget.

Director Torng inquired as to shortage of revenue, lower expenses and the reason the Recreation Department is under budget. Chair Pearlstone stated expenses are lower for 2021. Mr. Gruner stated the shortage of revenue is based partially upon no guests allowed on golf course and guest green fees are substantially higher. Chair Pearlstone stated another expenditure was loss of golf tee times during COVID.

Staff was directed to include Clubhouse 4 utilization in the facility utilization report next month.

**Garden Center Speed Bumps Update** – Mr. Gruner stated the modifications made to the existing speed bumps at Garden Center 2.

Chair Pearlstone congratulated Director Horton and Director Addington for suggesting the modifications to the speed bumps. Director Addington thanked staff for completing this project as the gardeners seem pleased.

**Aliso Creek Park Signage** – Mr. Gruner stated amplified music has been a concern at the Aliso Creek park area and inquired as to modifying current signage. Chair Pearlstone would like an additional sign in lieu of a new sign.

Discussion ensued.

A motion was made to add a sign stating please no amplified music in this area.

Motion passed unanimously.

Mr. Gruner stated a current staff person may be able to replicate the current sign and add the new information. Staff will research both options of adding an additional sign or replicating the current sign to include proper verbiage.



**Removal of Garden Center 1 Office Building Update** - Mr. Gruner stated the removal of the Garden Center 1 office building project can be completed in-house through General Services. The foundation will remain for use of presentations or events.

A motion was made to remove the Garden Center 1 office building.

Discussion ensued.

Motion passed unanimously.

### **ITEMS FOR DISCUSSION AND CONSIDERATION**

None

### **ITEMS FOR FUTURE AGENDAS**

**Laguna Woods Village Pre-reserved Golf Tee Times** - Mr. Gruner stated the Greens Committee will continue to meet to ensure an equitable resolution for the skins game is reached and all other golf related items are fairly represented.

Staff was directed to keep this item under Items for Future Agendas.

**Long Range Plans for Outdoor Activities** – Staff was directed to keep this item under Items for Future Agendas.

**Garden Center 2 Access Gate** –Mr. Gruner stated staff will continue to work on making the gates operable.

### **CONCLUDING BUSINESS**

#### **Committee Member Comments**

Director Addington stated great meeting and thanked all for attending.

Advisor Skillman stated staffing reports indicate 20 part-time jobs are available for which residents may apply, but none are applying at this time. Open positions are posted on the website and may need to be included in the Friday eblast as staffing will be the main hindrance to reopening.

Chair Pearlstone stated reopening may be challenging and cautioned the committee to be prepared to field resident calls. Chair Pearlstone hopes to present a fee structure that will be fair to all residents.

Director Dotson stated some residents may not want to return due to COVID concerns and open positions should be publicized better.

**Date of Next Meeting**

The next regular meeting of the GRF Community Activities Committee will be held at 1:30 p.m. via the Zoom Webinar platform on Thursday, June 10, 2021.

**Adjournment**

There being no further business, the Chair adjourned the meeting at 4:15 p.m.

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DRAFT  
Jon Pearlstone, Chair

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## REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION EQUESTRIAN AD HOC COMMITTEE

Thursday, May 6, 2021 – 1 p.m.  
Virtual Zoom Webinar

**MEMBERS PRESENT:** Bunny Carpenter, Chair, Yvonne Horton, Cush Bhada,  
Sue Hemberger, Gary Empfield

**MEMBERS ABSENT:** Bunny Lipinski, Annie McCary, Stefanie Brown

**OTHERS PRESENT:** None

**STAFF PRESENT:** Jennifer Murphy, Laura Cobarruviaz, Jackie Kupfert

### **Call to Order**

Chair Carpenter called the meeting to order at 1:11 p.m.

### **ITEMS FOR DISCUSSION AND CONSIDERATION**

#### **Help the Herd/Corporate Sponsorship**

Ms. Hemberger reported \$8,255 has been donated to date with \$2,596 used already to purchase fly sheets, stall mats, protective boots and veterinary care for Mickey. Help the Herd promotion continues including Globe articles and announcement boards posted at the Equestrian Center. Horse Bios continue to be popular and Rascal is scheduled next. Ms. Hemberger also reported approval was granted to host a donor appreciation event that will be by invitation only. This event will host a short tour and light refreshments.

#### **Equine Assisted Learning Launch Program**

Ms. Murphy stated the program launch has been delayed due to insurance carrier changes. The insurance coverage will cost at least \$3,000 annually and cost could increase if a stand-alone policy is necessary. The Social Services department reviewed the program proposal and stated hiring residents for this type of therapy is not allowed for privacy reasons. Susan McInerney, Social Services Manager, informed Ms. Murphy that this same type of therapy is free of charge within Social Services. Ms. McInerney requested the EAL program be monitored by Social Services as one area of concern is the statement regarding permission to share information which would violate COVID privacy laws within CA state law.

Chair Carpenter stated she would not like Social Services to oversee the program. She inquired as to the insurance policy covering only the instructor. Ms. Murphy and Ms. Cobarruviaz stated this activity is not currently covered as it is a new addition. It offers \$3M coverage instead of \$1M. Ms. Cobarruviaz stated we may be able to fundraise \$3,000 for the cost of additional insurance. Chair Carpenter inquired as to if the program is switched to equine learning instead of psychotherapy, would Social Services need to monitor the program. Ms. Murphy stated Social Services would only monitor if the program is therapy based, not a learning program. Chair Carpenter inquired as to therapy within Social Services

being available to all residents. Ms. Murphy stated all services are available to all residents. Ms. Cobarruviaz stated EAL (learning) does not discuss personal issues and Ms. Grider can adjust the program to EAL learning only instead of psychotherapy. She stated additional insurance will still be necessary.

Director Horton inquired as to Social Services employees being employed by VMS. Ms. Murphy stated they are VMS employees with one person from Memorial Care. Ms. Hemberger stated changing the program to learning would be a good trial step and then may be reviewed to become psychotherapy in the future. Chair Carpenter stated equine learning was a very positive experience and would be of value in our community.

Ms. Murphy and Ms. Cobarruviaz will work with Ms. Grider to adjust the program. Ms. Murphy inquired as to what party is to pay for the additional insurance costs. Director Horton inquired as to Ms. Grider using her insurance coverage from her current place of therapy work. Ms. Cobarruviaz stated this was already submitted and our insurance brokerage requires more coverage. Ms. Murphy stated this program would keep the GRF horses “working” and inquired as to qualifying as a VCF need. Ms. Hemberger stated we would need to inquire with VCF which may not get us immediate funds.

Staff was directed to obtain the correct insurance quote and present to the committee at a future special meeting to ensure this program is not delayed too much further.

### **Non-Resident Boarders Sponsored by Residents**

Ms. Murphy stated there is no current policy and staff will create operating rules in accordance with the committee decision. Ms. Murphy stated the concern of a non-resident boarder taking precedence over a resident boarder and inquired as to non-resident boarders paying a higher fee than those who are residents. Chair Carpenter stated non-resident boarders should pay the same price as residents and the goal to fill the stalls may be more important than cost. Ms. Cobarruviaz stated the need to fill the barn is important and suggested the price remains the same at least until the stalls are full and the improvements are completed. She stated a fee increase of \$50 to \$100 for non-resident boarders may be necessary in the future, however, some boarders are immediate family sponsored boarders and resident friend sponsored boarders which makes it difficult to differentiate who should pay more than residents. Chair Carpenter concurred.

### **Action Item List Discussion**

#### **Rat Abatement Update**

Ms. Cobarruviaz stated steel wool has been used to minimize entry for the rats; metal disc used on wires/pipes to minimize access; mangers will be replaced; reduction of areas prone to host rats; and peppermint oil has been applied to horses to minimize chewing on chestnuts.

#### **Search for New Lesson Program Horses**

Ms. Cobarruviaz inquired as to leasing horses instead of purchasing, such as half or full lease. If the leased horse retires or becomes injured, GRF is not responsible in keeping horse. She stated this has

been positive experience elsewhere with the only drawback being the leased horse can be taken back at any time. GRF would only be investing care and training of a leased horse instead of full purchase. Director Horton stated this program is a good idea. Director Bhada inquired as to the meaning of a horse lease. Ms. Cobarruviaz stated GRF assumes horse care at the Equestrian Center for full use of the program (vet bills can be negotiated) and the leased horse can be returned at any time with notice. Chair Carpenter inquired as to cost difference between the options. Ms. Cobarruviaz stated \$5,000 to \$10,000 for horse purchase versus assuming horse care only which is substantially less and there is no lease fee. The Equestrian Center currently charges \$249 per month, per boarder horse with some services as an extra charge. Ms. Hemberger agreed leasing a horse is preferred. Ms. Murphy agreed and leasing a horse would prevent euthanizing a GRF horse which is an additional savings. Director Horton inquired as to leasing current boarded horses. Ms. Cobarruviaz stated we can research partial leases with a discount off boarding fees. The Equestrian Center currently has three open stalls and two will be filled June 1. With the imminent move of Abby, the Equestrian Center will have two open stalls after June 1.

### **Arena Regrading & Surfacing Project – Update: approved by GRF**

Ms. Cobarruviaz stated the contract will be completed by the Purchasing Department upon receipt of the paperwork from the vendor. Once received the project will commence which will take approximately two weeks to complete. The new lights have been installed and look very nice.

### **Painting Stall Interiors/Removal of Old Mangers Update**

Ms. Cobarruviaz stated 11 stalls have been painted with more paint ordered to complete the project. The project will resume on Monday. Chair Carpenter inquired as to art class painting the silos. Ms. Murphy stated this would need to be approved by GRF.

Ms. Murphy stated staff and Ms. Hemberger are working with the Art Association who will auction off art completed at the Equestrian Center with monies donated to the Equestrian Center.

Staff was directed to do a staff report for CAC in June, 2021. Chair Carpenter stated sample photos should be included.

### **Third Feeding Schedule (including volunteer buddy shift)**

Ms. Cobarruviaz stated the horses are looking healthy. We are currently understaffed, but still providing the extra feeding. The extra feeding time is allowing staff to be onsite later in the evenings providing a safer environment and support to boarders with questions. We may have a new instructor starting soon if hiring requirements are met.

### **Potential Projects**

#### **Branding of Boarder Packet**



Ms. Murphy stated staff will work with the Marketing and PR Department to standardize the aesthetics of the packet. Chair Carpenter inquired as to who receives the boarder packet. Ms. Murphy and Ms. Cobarruviaz stated only boarders receive the packet.

### **New Services Update**

Ms. Cobarruviaz stated the new services are generating over \$600 per month which will equate to approximately \$7,000 annually. Additional revenue may be generated once we have more staff and lessons available. Director Bhada stated simplification of the process to hire extra staff may be necessary. Chair Carpenter stated she is unaware of any hindrances. Ms. Murphy stated we have requested a full-time position to be approved and staff will present the option of adding more staff once the new hire is onsite. Director Bhada inquired as to a simple analysis of how much revenue we would generate if additional staff is approved. Ms. Cobarruviaz will research this information for the next meeting.

Chair Carpenter stated any potential pricing recommendations for the Equestrian Center needs must be competitive and within the range of affordability for our community. She also inquired as to a reopening celebration using tours to generate interest. Ms. Cobarruviaz stated she welcomes the idea of free tours and would like to begin these once we are able to open the Equestrian Center to the public. She suggested a morning and afternoon tour. Mr. Empfield stated the Saddle Club may be able to assist with greeting, waiver collection and tour, but cannot do twice per day, seven days per week at this time. Ms. Cobarruviaz stated we can begin with one per day, have a list of volunteers and staff may assist. She stated the possibility of a selfie with a school horse at the end of the tour and general petting of the horse will be reviewed. Ms. Murphy concurred stating the facility must be open to the public before we can schedule these tours. Mr. Empfield stated this should be advertised prior to its inception. Staff will ensure proper promotion of these tours will occur.

### **FUTURE BUSINESS**

#### **Riding Program Review**

Ms. Cobarruviaz stated staff is reviewing the program to be financially sustainable and maintain quality programming. Staff has been rebuilding the boarder to staff relationship during COVID and will strive to continue to offer quality developmental riding for our clients. Ms. Cobarruviaz stated her goal is to analyze the total program to maximize revenue and minimize expenditures. Staff would like to implement using only seven to eight GRF horses for the riding program, using personal boarder horses for their individual boarder lessons. This option would open up four additional stalls for boarding creating more revenue for the Equestrian Center.

### **CONCLUDING BUSINESS**

#### **Member Comments**

Director Horton inquired as to using bulk shavings to minimize costs. Ms. Cobarruviaz stated she will research this option once staffing is complete. A bay would need to be created for storage. Director

Horton stated there may be areas for this use onsite currently. Director Horton thanked Ms. Hemberger, Ms. Cobarruviaz and Ms. Murphy for a job well done.

Ms. Hemberger inquired as to volunteer program rules within the operating rules. Ms. Cobarruviaz stated she will review the operating rules.

Mr. Empfield stated we need to reeducate the differences of operations and lessons prior to reopening of the Equestrian Center.

### **Next meeting**

The date of the next meeting will be July 7, 2021 at 1 p.m. via the Zoom Webinar platform.

### **Adjournment**

Chair Carpenter adjourned the meeting at 2:33 p.m.

A handwritten signature in cursive script that reads "Bunny Carpenter".

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Bunny Carpenter, Chair

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FINANCE COMMITTEE MEETING  
REPORT OF THE REGULAR OPEN SESSION

Wednesday, April 21, 2021 – 1:30 p.m.  
Virtual Meeting

MEMBERS PRESENT: James Hopkins, Chair; Gan Mukhopadhyay, Steve Parsons, Robert Mutchnick, Azar Asgari, Carl Randazzo, Advisor: Rosemarie diLorenzo

MEMBERS ABSENT: Al Amado

STAFF PRESENT: Betty Parker, Steve Hormuth, Jose Campos, Christopher Swanson, Chris Laugenour

OTHERS: VMS – Juanita Skillman, Diane Phelps

GRF – Bunny Carpenter, Yvonne Horton, Joan Milliman

United – Elsie Addington, United Advisor – Dick Rader

Third – Debbie Dotson, John Frankel, Craig Wayne

**Call to Order**

Director James Hopkins, Treasurer, chaired the meeting and was called to order at 1:33pm.

**Acknowledgement of Media**

The meeting was streamed online via Granicus.

**Approval of Meeting Agenda**

The meeting agenda was approved without exception.

**Approval of the Regular Meeting Report of February 17, 2021**

The meeting report was approved without exception.

**Chair Remarks**

Director Hopkins commented on the potential of transitioning from one banking institution to another. He further commented that the incoming CFO would be tasked with performing the cost benefit analysis and reporting back to the board.

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

Janet Powers (5191) commented on the corporation's investment policy, the current investment portfolio and pending legislation (AB1101) that may provide further guidance on investments.

Chris Powers (5191) commented on the difference between bonds and bond funds.

### **Department Head Update**

Betty Parker, CFO, commented on the completion of the 2020 Audit, the annual spring mailing, 2022 Business Planning Workshops recordings and ongoing banking analysis.

### **Review Preliminary Financial Statements dated March 31, 2021**

The committee reviewed the financial statements dated March 31, 2021. Questions were addressed.

### **GRF Vehicle Replacements Procedure**

Chris Laugenour, General Services Director, presented a strategy that was shared with the Vehicle and Maintenance Committee for vehicle replacements. Discussion ensued. No action was taken.

### **Future Agenda Items**

Biannual Presentation of Investment Portfolio  
Microgrid Financial Impact  
EV Project Financial Impact

### **Committee Member Comments**

None.

### **Date of Next Meeting**

Wednesday, June 23, 2021 at 1:30 p.m.

### **Recess to Closed Session**

The meeting recessed to closed session at 3:11 p.m.

**DRAFT**

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James Hopkins, Chair



OPEN MEETING  
THE GOLDEN RAIN FOUNDATION  
MEDIA AND COMMUNICATIONS COMMITTEE  
Monday, May 17, 2021, at 1:30 p.m.  
Laguna Woods Village Community Center  
Virtual Meeting  
24351 El Toro Road, Laguna Woods, CA 92637

REPORT

**MEMBERS PRESENT:** Chair Joan Milliman; Directors Elsie Addington, Neda Ardani, Maggie Blackwell, Lynn Jarrett, Annie McCary and Ryna Rothberg; Advisors Theresa Frost, Tom Nash, Carmen Pacella, Lucy Parker and Juanita Skillman; Alternate Deborah Dotson

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Egon Garthoffner, Richard Rader and Doug Rook

**STAFF PRESENT:** Eileen Paulin, Paul Ortiz, Ellyce Rothrock and Susan Logan-McCracken

1. **Call to Order**  
Meeting was called to order at 1:30 p.m. and a quorum established by Chair Milliman.
2. **Acknowledgement of Media**  
None present.
3. **Approval of the Agenda**  
Approved by unanimous consent.
4. **Approval of Meeting Report from April 19, 2021**  
Approved by unanimous consent.
5. **Chair's Remarks**  
Chair Milliman discussed the responsibilities of the Media and Communications Committee ensuring the accuracy of Village communications.

Chair Milliman reminded members of the three-minute time limit to discuss items not on the agenda.



6. **Member Comments (Items Not on the Agenda)**  
None.
7. **Director and Staff Responses to Member Comments**  
None.

**REPORTS:**

8. **Media and Communications Report – Eileen Paulin**

Ms. Paulin provided an update on the following:

- The final Village vaccination clinic on Saturday, May 15
- The large volume of phone calls and emails handled by the Media and Communications department
- The twice-monthly Manor Alterations newsletter
- Plans for next year to renovate and update the Laguna Woods Village website
- Plans to distribute a Village survey next year
- Working with The Broadband Group on recommendations from the report

9. **Broadband Update – Paul Ortiz**

Mr. Ortiz presented the first-quarter 2021 cable operations report, which included:

- Operating costs
- Non-assessment revenue
- Programming costs
- Franchise fees
- Net revenue and expenses

Mr. Ortiz' presentation also included the first-quarter 2021 Broadband Services operation report, which included internet, cable operation, Village television and Media Services.

He further discussed from his presentation expiring programming contracts report, pay subscription report and what future services may look like.

Mr. Ortiz took questions and comments, which included discussion on internet speeds and streaming.

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

10. **Distribution of Publications by Non-Residents of Laguna Woods Village Policy**

Chair Milliman and the committee went over the Distribution of Publications by Non-Residents of Laguna Woods Village policy changes to be presented to the Golden Rain Foundation board of directors on June 1, 2021.

Director Addington moved that we accept the changes.

Discussion ensued.

Chair Milliman moved that "which shall be required to follow only Section 3: A, B and C of this policy" be stricken from the policy.

Director McCary seconded the motion to strike "which shall be required to follow only Section 3: A, B and C of this policy" from the policy.

The motion passed and there were no objections to amend the policy.

**11. Broadband Group Recommendations**

Ms. Paulin discussed working with The Broadband Group on:

- West Coast Internet contract
- Franchise tax fees
- The pros and cons of splitting nodes vs. fiber to the curb
- A five-year plan

A discussion on the advantages and disadvantages of cable vs. internet streaming ensued.

**12. Survey of Village Residents**

Ms. Paulin discussed a survey of Village residents as an initiative for next year.

**13. Town Halls With CEO Jeff Parker**

Ms. Paulin discussed resuming live town halls with CEO Jeff Parker, which were scheduled twice monthly prior to the pandemic. The plan is to bring those back.

**ITEMS FOR FUTURE AGENDAS:**

Mr. Ortiz will present a Broadband Services Fee Schedule for Services at next month's meeting.

**CONCLUDING BUSINESS:**

**14. Committee Member Comments**

Director Blackwell commented on transitioning to new technology and how that will take time and working together.

Advisor Nash commented on the Village survey and offered his services, having doctoral training on surveys.

Advisor Parker discussed COVID information on the Laguna Woods Village website and microsite.

Ms. Paulin mentioned laminating vaccination cards can cause the stickers to turn black and become unreadable. She advised taking a picture of vaccination cards but not laminating them.

Director Jarrett stated that this was one of the best meetings the committee has had this year with a lot of information sharing.

Director Addington stated it was a great meeting and appreciated all the patience with questions and comments.

Director Ardani stated it was a great meeting, very informative, and thanked everyone.

Director McCary stated it was a great meeting, informative, and thanked everyone.

Director Dotson thanked everyone, stated it was a good meeting and that change is inevitable.

Advisor Skillman stated that the April/May 2021 Village Breeze has a beautiful cover and good content inside. She requested extras be sent to the Village library.

Ms. Paulin stated that anyone who hasn't received their Village Breeze should email Ms. Rothrock at [Ellyce.Rothrock@vmsinc.org](mailto:Ellyce.Rothrock@vmsinc.org).

Director Rothberg stated it was a very informative meeting.

Advisor Frost thanked everyone for a good meeting and discussion.

**15. Date of Next Meeting – Monday, June 21, 2021, at 1:30 p.m.**

**16. Adjournment**  
3:28 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 2, 2021 – 2:30 p.m.  
Laguna Woods Village Community Center Board Room  
24351 El Toro Road, Laguna Woods, CA 92637**

**MEMBERS PRESENT:** Chair Tibbetts, Egon Garthoffner, Margaret Bennett, Joan Milliman, Reza Karimi, Elsie Addington, Reza Bastani

**ADVISORS:**

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Bunny Carpenter, Judith Troutman, Carl Randazzo, Juanita Skillman

**STAFF PRESENT:** Chris Laugenour, Francisco Perez, Kelli Newton, Liz Cortez, Siobhan Foster

**1. Call to Order**

Chair Tibbetts called the meeting to order at 2:39 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 7, 2021 was approved by acclamation.

**5. Chair's Remarks**

None

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

No member comments.

**7. Response to Member Comments**

None

Report of GRF Mobility and Vehicles Committee Meeting  
June 2, 2021  
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**Reports**

**8. Director's Report**

Staff provided the committee with an update on Transportation ridership. Fixed Route ridership grew steadily specifically over the last two months. Buses are being used more and with the Wellness Route being used most. Journey ridership has increased mainly due to doctor appointments. BOOST ridership is still low because hours continue to be limited. Staff is currently working with Lyft to expand the hours to accommodate the opening of the Village end of June and July.

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.

**Items for Discussion and Consideration**

**9. Unit Inventory Discussion**

Staff provided the committee with an overview of the vehicle and equipment inventory, recommended replacement frequency, vehicle utilization, replacement over maintenance costs, and the current fleet management system. A detailed report of the vehicle inventory and data costs by vehicle type were also provided. In addition, the California Air Resources Board Truck and Bus Regulation along with the current list of diesel vehicles was provided to the committee. Committee members discussed issues related to improving vehicle utilization throughout the Village, reviewing adequate bus size for the Transportation program and the importance of a strategic vehicle replacement plan given the low mileage and use of many of the vehicles.

**10.**

Staff provided to the committee with a brief overview of the 2022 proposed Capital Improvement Plan for vehicle purchases. Staff also provided a list of the anticipated 2022 proposed vehicles to be replaced based on mileage, age, and repair cost. Discussion surrounding the cost of certain vehicles, and staff will be providing more detail on passenger car expenses and Security vehicles requirements.

**Items for Future Agendas:**

Report of GRF Mobility and Vehicles Committee Meeting  
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**11. Alternative Fuel Vehicles (Fall 2021)**

**12. DOJ 5310 Grant (Fall 2021)**

**Concluding Business:**

**12. Committee Member Comments**

None

**13. Date of Next Meeting – Wednesday, August 4, 2021**

**14. Adjournment**

The meeting was adjourned at 4:24 p.m.



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

**TUESDAY, May 25, 2021, 9:30 AM**

**VIRTUAL MEETING**

**MEMBERS PRESENT:** Bruce Bonbright, John Frankel, Annie McCary, Donna Rane-Szostak, John Carter, Juanita Skillman, Sandy Benson, and Maggie Blackwell

**OTHERS PRESENT:** Joan Grampp, Grace Stencel, Dave Southworth, and Pat (Unkown Last Name)

**STAFF PRESENT:** Carlos Rojas, Tom Siviglia, Jayanna Hendley

**THE MEETING WAS CALLED TO ORDER:** Carlos Rojas called the meeting to order at 9:30 AM. A quorum was established.

**ACKNOWLEDGEMENT OF THE PRESS:** There was no media present.

**APPROVAL OF THE MEETING REPORT:** For March 30, 2021 was approved by Carlos Rojas and Juanita Skillman

**APPROVAL OF AGENDA:** The Agenda was approved by acclimation.

**CHAIRS REMARKS:** Carlos Rojas announced that facilities are opening back up now that the Coronavirus restrictions are being lifted little-by-little.

**MEMBER COMMENTS:** No comments.

**REPORTS:**

**RADIO & COMMUNICATIONS:** Bruce Bonbright reported on the Radio Drills for April 27, and May 25. Mr. Bonbright stated that on April 27, 2021 9 out of 14 radios responded to the drill. Mr. Bonbright also reported that on May 25, 2021 10 out of 14 radios responded. Mr. Bonbright stated that he will be working with the members responsible for the few radios that did not respond to ensure that their equipment is working properly. At this point, Chair Rojas commended Bruce Bonbright for his good work in leading the Radio program.

**OFFICE MANAGER/ADVISOR:** Tom Soule was not present. Carlos Rojas reported that they will be looking closely at inventory for sale to ensure that they are well-stocked for residents.

**RECRUITMENT/RETENTION/TRAINING:** Juanita Skillman reported that she is waiting for further information from Jayanna “JJ” Hendley regarding training. Jayanna Hendley reported that she is working with several members of the Disaster Preparedness Task Force to create a training curriculum that would be used to train future Good Neighbor Captains. Sandy Benson reported that she has contacted the Orange County Fire Authority and learned that they encourage the use of the “File of Life,” which is an emergency medical file that should be kept on refrigerators. Ms. Benson stated that she and 16 of her neighbors are now utilizing the “File of Life.” Members made comments and asked questions.

**Village Energy Sub Committee:** No Report

**GRF BOARD:** No report

**UNITED BOARD:** No report

**THIRD BOARD:** Annie McCary commented on the approval of the Fire Avert Device Pilot Program.

**TOWERS:** John Carter reported that the Towers is working with an outside consultant to improve their emergency preparation plan. Mr. Carter also stated that they are re-constituting their Floor Captains. Members made comments and asked questions.

**PET EVACUATION SUBMIT COMMITTEE:** Sandy Benson reported that she would be covering for Sharon Updike on this meeting. Ms. Benson thanked Carlos Rojas for the efforts made to advertise the initial pet document to residents. Ms. Benson reported that there will be a second document sent to residents by Security that will ask the residents for further information regarding their animals. Ms. Benson also stated that they have made excellent progress with their Disaster Prep plan and that it should be finalized by the end of Summer 2021. Carlos Rojas commended Sharon Updike and Sandy Benson for their work in this area.

## **DISCUSSIONS & CONSIDERATIONS:**

**Fire Avert Device Update:** Tom Siviglia reported that the pilot program for the Fire Avert Device has been approved. Mr. Siviglia stated that the next step is to pick residents from the volunteer list and install the devices.

**ITEMS FOR FUTURE AGENDA:** None. Carlos Rojas told the committee to email any future Agenda Items to Jayanna “JJ” Hendley at [Jayanna.hendley@vmsinc.org](mailto:Jayanna.hendley@vmsinc.org) .

### **Member Comments:**

Maggie Blackwell stated that she will be filling-in for Bert Moldow going forward due to his passing. Ms. Blackwell also suggested that the Pet Evacuation Sub Committee should send a message to pet-owners advising them to purchase a small wagon for ease of transport in regards to their animals.

Tom Siviglia offered a comment to Bruce Bonbright, stating that he would be in touch with him regarding the Radio Antennas placed at gatehouses. Mr. Siviglia also thanks Bruce Bonbright for his hard work.

Carlos Rojas asked Jayanna “JJ” Hendley when the next American Red Cross Virtual Training would be held. Ms. Hendley responded that the next training is scheduled for August 10, 2021 at 10:00 AM for Earthquake and Flood Preparedness.

**NEXT MEETING:** The next meeting is scheduled for Tuesday, July 27, 2021, 9:30AM via Virtual Meeting

**ADJOURNMENT:** 9:55 AM

Submitted By:

*Carlos Rojas*

Carlos Rojas (May 25, 2021 16:35 PDT)

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Carlos Rojas, Committee Chair    May 25, 2021

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REPORT OF THE LAGUNA WOODS VILLAGE  
TRAFFIC HEARINGS COMMITTEE

**May 19, 2021**

The Regular Meeting of the Laguna Woods Village Traffic Hearings Committee was held on Wednesday May 19, 2021 at 9:00 A.M., Virtual

**MEMBERS PRESENT:** Chair: John Frankel, Yvonne Horton, Neda Ardani, Debbie Dotson

**MEMBERS ABSENT:** John Carter

**STAFF PRESENT:** Jayanna Hendley, Vanessa Ayala, Eulalio Diaz, Paul Nguyen

**Call to Order**

John Frankel, Chair, called the meeting to order at 9:16 A.M.

**Approval of Agenda**

Chair Frankel made a motion to approve agenda as presented. Director Horton and Director Dotson seconded the motion.

By unanimous vote, the motion passed.

**Approval of Meeting Reports**

Chair Frankel made a motion to approve the meeting report from April 21, 2021.

Director Horton and Director Dotson seconded the motion.

By unanimous vote, the motion passed.

**Traffic Hearings**

- a. 9:00 a.m. Traffic Violation # 2104720 (No Valid Decal or Parking Permit Displayed) – Guilty, No Fine
- b. 9:15 a.m. Traffic Violation # 2104169 (Vehicle Used for Storage) -Guilty, No Fine
- c. 9:30 a.m. Traffic Violation # 2104168 (Expired Registration) – Guilty, Reduced Fine \$25.00
- d. 9:45 a.m. Traffic Violation # 2104167 (Abandoned Vehicle) – Guilty, No Fine

**Traffic Consent Calendar**

Chair Frankel made a motion to approve the consent calendar. Director Horton and Director Dotson seconded the motion.

By unanimous vote, the motion passed.

**Date of Next Meeting**

The next meeting is scheduled for Wednesday June 16, 2021, at 9:00 A.M., via virtual meeting.

**Adjournment**

With no further business before the Committee, the meeting was adjourned at 9:50 A.M.

John Frankel  
John Frankel (May 19, 2021 15:04 PDT)

May 19, 2021

John Frankel, Chair

Agenda Item # 14h

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