



OPEN SESSION

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

**Tuesday, July 20, 2021 - 9:30 a.m.
Laguna Woods Village Community Center
Board Room/Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

NOTICE OF MEETING AND AGENDA

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

- 1. Call meeting to order / Establish Quorum – President Parsons**
- 2. Pledge of Allegiance – Director McCary**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes**
 - a. June 7, 2021 – Special Election Town Hall Meeting
 - b. June 15, 2021 – Regular Board Meeting
 - c. June 29, 2021 – Special Election Meeting
 - d. July 9, 2021 – Agenda Prep Meeting
- 6. Report of the Chair**
- 7. Update from VMS Board**
- 8. Open Forum (Three Minutes per Speaker) -** *At this time Members only may address the Board of Directors regarding items not on the agenda and within the jurisdiction of this Board of Directors. The Board reserves the right to limit the total amount of time allotted for the Open Forum. 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 to request to speak.*

9. Responses to Open Forum Speakers

10. CEO/COO Report

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

- a. Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual preliminary financials for the month of June 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 Landscape Committee:**
 - (1) Recommend to Deny the Request for Off-Schedule Trimming of two Stone Pine trees and two Fern Pines and Approve Removal of two Fern Pines: 2391-2D Via Mariposa (Rankin) – two Stone Pines and four Fern Pines
 - (2) Recommend to Approve Tree Removal Request: 5022 Avenida Del Sol (Lorenson – two Bottlebrush trees
 - (3) Recommend to Approve the Request for Landscape Revisions: 5205 Avenida Despacio (Rutkowski)
 - (4) Recommend to Approve Tree Removal Request: 5406 Via Carrizo (Lee) – one Bottlebrush tree
- c. Approve Resolution to Update Third Committee Appointments
- d. **Recommendation from the Finance Committee:**
 - (1) Approval of Resolution to Record a Lien against Member ID#935-100-13

12. Unfinished Business -- None

13. New Business

- a. Entertain a Motion to Approve a Resolution for Insurance Renewal Funding
- b. Entertain a Motion to Introduce a Resolution to Amend the Guidelines for Financial Qualifications Policy Net Worth Requirements for Process Improvements to Resale Documents (**JULY Initial Notification—Must postpone 28-days for Member review and comment to comply with Civil Code §4360**)

14. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Mutchnick. The committee met on July 6, 2021; next meeting August 3, 2021, at 1:30 p.m. in the board room and as a virtual meeting
 - (1) Treasurer's Report

- (2) Third Finance Committee Report
- (3) Resales/Leasing Reports

- b. Report of the Architectural Controls and Standards Committee – Director Engdahl. The committee met on June 28, 2021; next meeting July 26, 2021 at 9:30 a.m. in the board room and as a virtual meeting.
- c. Report of the Communications Committee – Director McCary. The committee meeting was held on October 14, 2020; next meeting TBA.
- d. Report of the Maintenance and Construction Committee – Director Mutchnick. The committee met on July 7, 2021; next meeting September 8, 2021 at 1:30 p.m. in the board room and as a virtual meeting.

- (1) Report of the Parking and Golf Cart Subcommittee – President Parsons. 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 August 5, 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 July 9, 2021; next meeting TBA.

15. GRF Committee Highlights

- a. Community Activities Committee – Director Bhada. The committee met on July 8, 2021; next meeting August 16, 2021 at 1:30 p.m. in the board room and as a virtual meeting.
 - (1) Equestrian Center Ad Hoc Committee – Director Bhada. The committee met on July 7, 2021; next meeting August 5, 2021, at 1:30 p.m. in the board room and as a virtual meeting.
- b. GRF Finance Committee – Director Mutchnick. The committee met on June 23, 2021; next meeting August 25, 2021, at 1:30 p.m. in the board room and 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. in the board room and as a virtual meeting.

- d. GRF Maintenance & Construction Committee – Director Frankel – The committee met on June 9, 2021; next meeting August 11, 2021, at 9:30 a.m. in the board room and as a virtual meeting.

(1) Clubhouse 1 Renovation Ad Hoc Committee – Director Engdahl. The committee met on July 9, 2021; next meeting TBA.

- e. Media and Communications Committee – Director McCary. The committee met on May 17, 2021; next meeting July 19, 2021, at 1:30 p.m. in the board room and as a virtual meeting.

- f. Mobility and Vehicles Committee – Director Karimi – The committee met on June 2, 2021; next meeting July 28, 2021, at 1:30 p.m. in the board room and as a virtual meeting.

- g. Security and Community Access Committee – Director Bhada. The committee met on June 28, 2021; next meeting August 23, 2021 at 1:30 p.m. in the board room and 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. in the board room and as a virtual meeting

- h. Report of the Laguna Woods Village Traffic Hearings – Director Frankel. The hearings were held on June 16, 2021; next meeting July 21, 2021 at 9:00 a.m. and 1:00 p.m. in the board room and as a virtual meeting.

- i. GRF Strategic Planning Ad Hoc Committee – Director Mutchnick. The committee met on June 28, 2021; next meeting August 23, 2021 at 11:30 a.m. as a virtual meeting.

- j. Budget Meeting – Director Mutchnick. The budget meeting will begin in May and end in September 2021. The business plan review meeting was held on July 16; next meeting will be held August 13, 2021 at 9:30 a.m. in the board room and as a virtual meeting.

16. Future Agenda Items-- *All matters listed under Future Agenda Items are items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*

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

17. Director's Comments

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

Closed Session Agenda

Approval of Agenda

Approval of the Minutes

(a) June 4, 2021 – Emergency Closed Meeting

(b) June 15, 2021—Regular Closed Session

(c) June 25, 2021 – Special Closed Meeting

(d) July 2, 2021 – Special Closed Meeting

Discuss and Consider Member Matters

Discuss Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Litigation Matters

- 19. Adjourn**

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OPEN MEETING

**MINUTES OF THE 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, June 7, 2021
Laguna Woods Village Community Center
Virtual Meeting • 9:30 a.m.

Directors Present: Steve Parsons, Annie McCary, Robert Mutchnick, Lynn Jarrett, Ralph Engdahl, John Frankel, Craig Wayne, Debbie Dotson

Directors Absent: Donna Rane-Szostak, Reza Karimi, Cush Bhada

Staff Present: Cheryl Silva, Grant Schultz

1. Welcome and Acknowledgement of Press, Village TV, and Attendees – President Parsons

President Parsons called the meeting to order at 9:30 a.m. and welcomed and acknowledged the press, Village TV and residents watching online. President Parsons asked the Secretary of the Board to read announcements.

Director Jarrett announced how residents can request duplicate ballots from the Inspector of Elections by calling (855)240-0363. Ballots are due back on June 28, 2021 at 5:00 p.m. The Garden Villa Rec. Rooms will reopen on June 15, 2021.

2. Introduction of the Board Members – President Parsons

President Parsons introduced the board members in the board room and online attending by Zoom.

3. New Amendment Article XI, Section 1 of the CC&Rs – President Parsons

President Parsons 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.

- A Member encouraged resident to vote “yes” to solve the insurance dilemma.
- A Member spoke in favor of the amendment change to the CC&Rs to maintain property insurance in an amount which is no less than two (2) times the most current Probable Maximum Loss (PML).
- A Member asked about the wording in the new amendment of Article XI, Section 1 of the CC&R’s. He asked about what the projected cost of property insurance will be if the amendment is passed as opposed to not being passed.
- A Member asked about the wording in the new amendment regarding two times the PML.
- A Member asked how many ballots were returned during the last election to amend the CC&R’s.
- A Member asked if all the ballots have been mailed out and thanked the board members that attended the car rally this weekend. Residents should help anyone in their cul-de-sac that needs assistance with their ballot.
- A Member asked about the insurance amount of two times the PML as the minimum amount of property insurance the mutual would purchase.
- A Member asked how does one calculate the PML.
- A Member asked how did the \$3 million get approved last year.
- A Member commented that last year that the board had to use the disaster reserve fund to cover the increase in insurance cost.
- A Member asked the board to elaborate on the PML.
- A Member asked about the \$93 per month increase in assessments.
- A Member asked why the language was removed about a 5% maximum deductible and why the changes were made in the Civil Code.
- A Member is seeking more information about the PML.
- A Member commented about the cost of installing sprinklers in Third Mutual buildings.
- A Member asked about obtaining additional insurance.


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

- Director Mutchnick responded we cannot change the wording because the ballots have already been sent out to the residents. Projected property insurance is hard to predict because we do not know what the insurance companies are going to charge.
- Director Mutchnick responded that two times the PML is the baseline and the board will obtain more than that if possible.

- Director Mutchnick responded right now the CC&Rs require the board to obtain 100% replacement cost for property insurance which is \$1.6 billion.
- Director Mutchnick responded 63% of the residents cast ballots last time.
- Director Mutchnick responded we are only allowed by law to raise the assessments 20% each year.
- Director Jarrett commented the ballots were mailed out May 28, 2021. You can call 855-240-0363 if you have not received your ballot.
- Director Mutchnick responded that the PML is calculated by an outside company to determine what the PML would be in a major incident.
- Director Mutchnick responded that most lenders require residents that have a residential mortgage to have significant insurance to cover the loss.
- President Parsons responded that the lenders tell us what amount of insurance we need to be covered.
- Director Mutchnick responded that the board was shocked when the insurance rates when up as much as they did last year.
- Director Mutchnick responded that the mutual needs to replace the amount of money taken from disaster reserve fund to cover the increase in insurance costs.
- President Parsons commented that the PML is done by an outside company and they have determined that the PML is \$145 million.
- Director Mutchnick commented that the \$93 increase per manor/per month in assessments is a reality if the amendment does not pass.
- Director Mutchnick commented that the insurance companies drive the deductible required to be insured.
- Director Mutchnick commented that if we do not carry enough insurance we would need to have a special assessment to make up for the total amount of the loss.
- President Parsons commented that running sprinkler lines to all of our buildings would be difficult and very expensive.
- President Parsons commented that residents are encouraged to purchase additional HO6 insurance.
- Director Engdahl commented that insurance is something we have to pay, but hope we never have to collect on.
- Director Mutchnick thanked the residents that have helped to get the initiative passed.

6. Concluding Remarks and Adjournment – Vice President McCary

President Parsons thanked the residents that submitted questions to the board and thanked those that attended today. Today's meeting will be rebroadcast on Village TV on Friday, June 11, 2021 at 9:30 a.m. The meeting was adjourned at 10:33 a.m.



Lynn Jarrett, Secretary of the Board
Third Laguna Hills Mutual

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OPEN SESSION

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

**Tuesday, June 15, 2021 - 9:30 a.m.
Laguna Woods Village Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

Directors Present: Steve Parsons, Annie McCary, Lynn Jarrett, Robert Mutchnick, Reza Karimi, Cush Bhada, Craig Wayne, Ralph Engdahl, Donna Rane-Szostak (arrived late)

Directors Absent: Debbie Dotson, John Frankel

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 – President Parsons, Chair

President Parsons called the meeting to order at 9:27 a.m. and established that a quorum was present.

2. Pledge of Allegiance

President Parsons asked Director Karimi to lead the Pledge of Allegiance.

Director Karimi led the pledge of allegiance.

3. Acknowledge Media

The media was acknowledged online and through Village Television.

4. Approval of Agenda

President Parsons asked for a motion to approve the agenda.

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

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

5. Approval of Minutes

5a. May 14, 2021 – Special Election Information Meeting

5b. May 18, 2021 – Regular Board Meeting

5c. May 21, 2021 – Special Election Town Hall Meeting

President Parsons asked for a motion to approve the minutes.

Director Karimi made a motion to approve the minutes of May 14, 2021—Special Election Information Meeting; May 18, 2021—Regular Board Meeting and May 21, 2021—Special Election Town Hall Meeting. Director Jarrett seconded the motion and the motion passed without objection.

6. Report of the Chair

President Parsons commented today is a great day to have everything reopened, but asked residents to still be responsible. He thanked Ernesto Munoz, Director of Maintenance and Construction, for his service to the community. He thanked the residents that organized the car rally to help get the ballot initiative passed for the CC&R amendment. Third Mutual business is done at the committee level and he asked residents to attend the committee meeting before coming to the board meeting.

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. Residents were required to provide their name and unit number.*

Eileen Paulin read the written member comments:

- A member commented about the ballot initiative and asked for more information about the change in the CC&Rs.
- A member commented about a letter he received about the water being shut off for the epoxy coating lining and change in valves in his manor.

8. Responses to Open Forum Speakers

- Director Mutchnick commented that the reason for asking the residents to change the CC&Rs is for insurance purposes.
- Director McCary thanked the resident for her help with this initiative.
- Jeff Parker-CEO commented for the reason for changing the water valves in the community.

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

- CEO Parker thanked Ernesto Munoz, Director of Maintenance and

Construction, for his years of service to the community. He announced that Guy West will be the Interim Director while recruiting for a replacement.

- VMS is making plans to reopen the recreation facilities and special events. The Governor of California has announced that the state will reopen on June 15 without restrictions.

Jeff Parker-CEO showed a presentation on reopening the Village:

- Clubhouse 1 (modified hours TBA): No restrictions/reservations indoor/outdoor gym; indoor mini gym (badminton, pickleball, volleyball); indoor archery; shuffleboard; game rooms; billiards; drop-in lounge
 - Clubhouse 2: Indoor recreation classes and Bingo.
 - Clubhouse 4: No restrictions or reservations.
 - Clubhouse 5: Game room, indoor recreation classes, gym and Monday movies
 - Guest: Pools (15 and older), prohibited at golf courses.
 - Paddle Tennis: No restrictions or reservations.
 - Pickleball: No reservations required M-F 7a.m. – 3 p.m., Kourts reservations required for other hours.
 - Bocce: No restrictions or reservations.
 - Tennis (daily): No reservations required for courts 1-6, Kourts reservations required for courts 7-10.
 - Pool 2: Reservations via Kourts; check-in monitored by lifeguards.
 - Pools 4 – 6 (expanded hours): no restrictions.
 - Community Center (modified hours TBD): Table tennis, Mac & PC clubs, fitness center
 - Resident Services & Manor Alterations: Schedule appointments 949-597-4600.
 - Real Estate: Open houses may resume.
 - Clubhouse 7: Bridge room reopens July 6, 2021.
 - Clubhouse reservations: Village Clubs, private parties begin making reservations for activities that resumes July 6.
 - Equestrian Center: anticipated completion of the arena project to be completed by July 6.
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- To help control mosquitos in the area, Vector Control recommends you tip out standing water from planters, top outdoor containers and wear protective insect repellent when outdoors.
 - American Red Cross will present an earthquake and flood preparedness webinar on August 10 at 10 a.m.
 - Fourth of July Independence Day golf cart parade will start at 9 a.m. from Clubhouse 1.
 - New resident orientation will be virtual. Contact Becky Jackson at becky.jackson@vmsinc.org to make reservations.
 - Next bulky item pickup will be held on the third Saturday of the month. Waste

Management will begin offering twice-weekly trash services to your manor.

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

President Parsons gave out the phone number to call if they have not received a ballot. He thanked Chuck Holland and the Information Services Department.

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:

(1) Approve Resolution for Recording of Lien for Member ID# 932-120-24

Resolution 03-21-35
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.

President Parsons asked for a motion to approve the consent calendar.

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

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

11. Unfinished Business

11a. Entertain a Motion to Introduce an Amendment to the Anti-Hate Policy

President Parsons 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 03-21-26 **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, June 16, 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 the **former Anti-Hate Policy** will now be known as the HatePolicy 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

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

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

Director Jarrett made a motion to approve a resolution to amend the Hate Policy. Director McCary seconded the motion.

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

12. New Business--None

13. Committee Reports

13a. Report of the Finance Committee / Financial Report – Director Mutchnick gave the Treasurer's Report. 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) Resale/Leasing Reports

13b. 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.

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) Report of the Garden Villa Rec. Room Subcommittee – Director Jarrett. The Garden Villas Rec. Room Subcommittee met on June 8, 2021; TBA.

13e. Report of the Landscape Committee – Director Jarrett. The committee met on June 11, 2021; next meeting August 5, 2021, at 9:30 a.m. in Board Room.

13f. Report of the Water Committee – Director McCary for Director Rane-Szostak. Director McCary showed a presentation prepared by Director Rane-Szostak. 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 will be held on July 9, 2021, at 1:30 p.m. in the Board Room.

14. GRF Committee Highlights

14a. Community Activities Committee – Directors Karimi. The committee discussed reopening of facilities. The committee met on June 10, 2021; next meeting July 8, 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 June 9, 2021; next meeting August 11, 2021 at 1:30 p.m. as a virtual meeting.

14d. GRF Maintenance & Construction Committee – The committee met 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.

14e. 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.

14f. 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.

14g. 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, 9:30 a.m. as a virtual meeting.

14h. Report of the Laguna Woods Village Traffic Hearings – Director Bhada. The traffic hearings were on May 19, 2021; next meetings are June 16, 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 department review budget meetings were held on June 2, 2021 and June 3, 2021; next meeting will be held July 16, 2021 at 9:30 as a virtual meeting.

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

16. Director's Comments

- Director Bhada encourages residents to please vote “yes” on the ballot they received in the mail.
- Director Karimi commented about inflation of utilities and insurance and we need your help.
- Director Mutchnick thanked all the residents that helped spread the word about the ballot initiative.
- Director Wayne commented about the ballot initiative.
- Director Jarrett thanked the residents that have helped distribute flyer about the ballot initiative. She commented about water shut-off valves.
- Director Rane-Szostak thanked Director McCary for the water conservation presentation and encouraged residents to vote “yes” on the ballot.
- Director McCary commented about the recent heat wave and precautions that need to be made to stay hydrated.
- COO Foster commented that the mulch will be available at clubhouses 3 and 5.
- President Parsons commented that the VMS Board Members will be part of our board meeting in the future.

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 May 18, 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) April 6, 2021 – Special Closed Meeting

(b) April 20, 2021 – Regular Closed Meeting

Discussed Contractual Matters

Discussed Member Disciplinary Matters

Director Comments

Adjournment

18. Adjournment

The meeting was adjourned at 2:55 p.m.



Lynn Jarrett, Secretary of the Board
Third Mutual Laguna Hills

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OPEN MEETING

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

Tuesday, June 29, 2021, at 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
BOARD ROOM/VIRTUAL MEETING

The purpose of this meeting is tabulate the ballots for the Third Mutual Annual Election to vote for the restatement of the Third Bylaws and CC&Rs in accordance with Civil Code §5110

Third Members only may address the Board of Directors or the Inspector of Elections. The Board reserves the right to limit the total amount of time allotted for member comments. 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 to request to speak

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

Directors Absent: None

Staff Present: Cheryl Silva, Grant Schultz and Joi Lipari

Others Present: Catherine Burkhardt, Andrew Burkhardt of UniLect Election Services
GRF: Gan Mukhpadhyay
United: Elsie Addington

- 1. Call Meeting to Order / Establish Quorum – President Parsons**
President Parsons called the meeting to order at 9:30 a.m. and announced that a quorum was present.
- 2. State Purpose of Meeting – President Parsons**
President Parsons stated the purpose of the meeting was to tabulate the ballots for the Third Mutual Special Election to vote to amend Article XI, Section 1 of the Third CC&R's related to insurance.
- 3. Acknowledgement of Inspector of Election – Catherine Burkhardt, UniLect Election Services**
President Parsons introduced Catherine Burkhardt of UniLect Election Services.

Catherine Burkhardt, Inspector of Election, explained the counting of the ballot process. There were 5,740 ballots mailed to members on May 28 and 40 ballots mailed to members that closed

escrow during the balloting period. The Inspector of Election received back 3,068 ballots, 52 unsigned ballots, 10 duplicate ballots, 30 with no identification (not placed in the yellow envelope) and 4 late ballots.

4. Member Comments

There were no member comments.

5. Counting of the 2021 Special Election Ballots to amend Article XI, Section 1 of the Third Bylaws & CC&Rs (by mutual)

- The Inspector of Elections counting of the ballots commenced at 9:35 a.m.
- The Inspector of Elections finished inspection and opening of the ballots at 2:00 p.m.
- The Inspector of Elections corrected damaged ballots at 2:15 p.m.
- The Inspector of Elections ran a logic and accuracy test of the ballot counting system at 2:35 p.m.
- The Inspector of Elections finished processing the ballots through the ballot counting machine at 3:30 p.m.

Catherine Burkhart, Inspector of Election, answered additional questions from the board and members.

6. Announcement of Ballot Results – Catherine Burkhart, UniLect Election Service

Catherine Burkhart, Inspector of Elections announced the results of Third Mutual Sub-Mutuals 22-84 to amend Article XI, Section 1 of the Third CC&Rs, for insurance purposes, vote. Approval of 67% of the entire membership and 67% of the members of each Sub-Mutual was required to approve the amendment of Article XI, Section 1 of the Third CC&Rs. Fifty-three percent of the Third Mutual Membership voted. Forty-seven percent of eligible voters voted in favor of the amending Article XI, Section 1 of the Third CC&Rs. Six percent of eligible voters voted against amending Article XI, Section 1 of the Third CC&Rs. Forty-seven percent of the Third Membership did not vote. The overall vote was 88.04% voted "YES" and 11.96% voted "NO." There were 2,701 votes cast. Because a 67% vote was not obtained for each of the 59 Sub-Mutuals individually, the amendment vote did not pass. The individual voting results for each of the 59 Sub-Mutuals are as follows and the certified elections results are attached.

| | | | |
|---------------|-------------|------------|-----------------|
| Sub-Mutual 22 | Yes: 81.40% | No: 18.60% | 43 ballots cast |
| Sub-Mutual 23 | Yes: 82.00% | No: 18.00% | 50 ballots cast |
| Sub-Mutual 24 | Yes: 88.14% | No: 11.86% | 59 ballots cast |
| Sub-Mutual 25 | Yes: 81.25% | No: 18.75% | 32 ballots cast |
| Sub-Mutual 26 | Yes: 83.33% | No: 16.67% | 42 ballots cast |
| Sub-Mutual 27 | Yes: 86.54% | No: 13.46% | 52 ballots cast |
| Sub-Mutual 28 | Yes: 74.68% | No: 25.32% | 79 ballots cast |
| Sub-Mutual 29 | Yes: 78.16% | No: 21.84% | 87 ballots cast |
| Sub-Mutual 30 | Yes: 82.35% | No: 17.65% | 69 ballots cast |
| Sub-Mutual 31 | Yes: 88.00% | No: 12.00% | 75 ballots cast |
| Sub-Mutual 32 | Yes: 82.80% | No: 17.20% | 93 ballots cast |
| Sub-Mutual 33 | Yes: 89.58% | No: 10.42% | 48 ballots cast |
| Sub-Mutual 34 | Yes: 85.71% | No: 14.29% | 43 ballots cast |
| Sub-Mutual 35 | Yes: 88.37% | No: 11.63% | 44 ballots cast |

Third Board Special Meeting (Open)

June 29, 2021

Page 3 of 4

| | | | |
|---------------|-------------|------------|------------------|
| Sub-Mutual 36 | Yes: 89.13% | No: 10.87% | 46 ballots cast |
| Sub-Mutual 37 | Yes: 94.12% | No: 5.88% | 51 ballots cast |
| Sub-Mutual 38 | Yes: 86.36% | No: 13.64% | 66 ballots cast |
| Sub-Mutual 39 | Yes: 91.53% | No: 8.47% | 59 ballots cast |
| Sub-Mutual 40 | Yes: 94.74% | No: 5.26% | 38 ballots cast |
| Sub-Mutual 41 | Yes: 94.74% | No: 5.26% | 39 ballots cast |
| Sub-Mutual 42 | Yes: 84.44% | No: 15.56% | 45 ballots cast |
| Sub-Mutual 43 | Yes: 81.25% | No: 18.75% | 48 ballots cast |
| Sub-Mutual 44 | Yes: 92.11% | No: 7.89% | 38 ballots cast |
| Sub-Mutual 45 | Yes: 75.51% | No: 24.49% | 49 ballots cast |
| Sub-Mutual 46 | Yes: 86.84% | No: 13.16% | 38 ballots cast |
| Sub-Mutual 47 | Yes: 95.35% | No: 4.65% | 44 ballots cast |
| Sub-Mutual 48 | Yes: 91.53% | No: 8.47% | 59 ballots cast |
| Sub-Mutual 49 | Yes: 93.55% | No: 6.45% | 62 ballots cast |
| Sub-Mutual 51 | Yes: 93.42% | No: 6.58% | 76 ballots cast |
| Sub-Mutual 52 | Yes: 92.86% | No: 7.14% | 70 ballots cast |
| Sub-Mutual 53 | Yes: 87.04% | No: 12.96% | 55 ballots cast |
| Sub-Mutual 54 | Yes: 82.50% | No: 17.50% | 40 ballots cast |
| Sub-Mutual 55 | Yes: 81.08% | No: 18.92% | 37 ballots cast |
| Sub-Mutual 56 | Yes: 91.84% | No: 8.16% | 49 ballots cast |
| Sub-Mutual 57 | Yes: 92.31% | No: 7.69% | 65 ballots cast |
| Sub-Mutual 58 | Yes: 92.31% | No: 7.69% | 65 ballots cast |
| Sub-Mutual 59 | Yes: 84.48% | No: 15.52% | 59 ballots cast |
| Sub-Mutual 60 | Yes: 92.11% | No: 7.89% | 117 ballots cast |
| Sub-Mutual 61 | Yes: 95.35% | No: 4.65% | 86 ballots cast |
| Sub-Mutual 62 | Yes: 89.55% | No: 10.45% | 67 ballots cast |
| Sub-Mutual 63 | Yes: 88.37% | No: 11.63% | 43 ballots cast |
| Sub-Mutual 64 | Yes: 90.91% | No: 9.09% | 33 ballots cast |
| Sub-Mutual 65 | Yes: 92.11% | No: 7.89% | 38 ballots cast |
| Sub-Mutual 66 | Yes: 85.71% | No: 14.29% | 35 ballots cast |
| Sub-Mutual 68 | Yes: 74.29% | No: 25.71% | 35 ballots cast |
| Sub-Mutual 69 | Yes: 96.88% | No: 3.13% | 32 ballots cast |
| Sub-Mutual 70 | Yes: 95.12% | No: 4.88% | 41 ballots cast |
| Sub-Mutual 71 | Yes: 91.89% | No: 8.11% | 37 ballots cast |
| Sub-Mutual 72 | Yes: 94.34% | No: 5.66% | 53 ballots cast |
| Sub-Mutual 73 | Yes: 93.44% | No: 6.56% | 61 ballots cast |
| Sub-Mutual 74 | Yes: 88.10% | No: 11.90% | 42 ballots cast |
| Sub-Mutual 75 | Yes: 90.63% | No: 9.38% | 32 ballots cast |
| Sub-Mutual 77 | Yes: 91.94% | No: 8.06% | 62 ballots cast |
| Sub-Mutual 78 | Yes: 88.64% | No: 11.36% | 44 ballots cast |
| Sub-Mutual 80 | Yes: 84.85% | No: 15.15% | 33 ballots cast |
| Sub-Mutual 81 | Yes: 90.24% | No: 9.76% | 41 ballots cast |
| Sub-Mutual 82 | Yes: 89.66% | No: 10.34% | 58 ballots cast |
| Sub-Mutual 83 | Yes: 84.21% | No: 15.79% | 38 ballots cast |
| Sub-Mutual 84 | Yes: 80.56% | No: 19.44% | 36 ballots cast |

The election results were certified and notarized.

7. Adjournment

Steve Parsons thanked the volunteers and the residents that voted.

The meeting was adjourned at 4:04 p.m.

A handwritten signature in cursive script, appearing to read "L. Jarrett", written over a horizontal line.

Lynn Jarrett, Secretary of the Board
Third Mutual Laguna Hills

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
022 Sub Mutual 22
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 43

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 81.40% . . 35
No 18.60% . . 8
Total 100.00% . . 43

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
023 Sub Mutual 23
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 50

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 82.00%. . . 41
No 18.00%. . . 9
Total 100.00%. . . 50

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 024 Sub Mutual 24
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 59

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 88.14% | . . . | 52 |
| No | | 11.86% | . . . | 7 |
| Total | | 100.00% | . . . | 59 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 025 Sub Mutual 25
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 32

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)
 Yes 81.25% . . 26
 No 18.75% . . 6
 Total 100.00% . . 32

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 026 Sub Mutual 26
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 42

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 83.33% | . . . | 35 |
| No | | 16.67% | . . . | 7 |
| Total | | 100.00% | . . . | 42 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
027 Sub Mutual 27
15:25:03 29-Jun-2021 / Page

. 1

Totals
Ballots Cast 52

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 86.54% | . . . | 45 |
| No | | 13.46% | . . . | 7 |
| Total | | 100.00% | . . . | 52 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 028 Sub Mutual 28
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 79

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 74.68% | . . . | 59 |
| No | | 25.32% | . . . | 20 |
| Total | | 100.00% | . . . | 79 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
029 Sub Mutual 29
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 87

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 78.16% . . . 68
No 21.84% . . . 19
Total 100.00% . . . 87

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 030 Sub Mutual 30
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 69

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 82.35% | . . . | 56 |
| No | | 17.65% | . . . | 12 |
| Total | | 100.00% | . . . | 68 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 031 Sub Mutual 31
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 75

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|----------|-------|----|
| Yes | | 88.00%. | . . . | 66 |
| No | | 12.00%. | . . . | 9 |
| Total | | 100.00%. | . . . | 75 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
032 Sub Mutual 32
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 93

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 82.80% . . 77
No 17.20% . . 16
Total 100.00% . . 93

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
033 Sub Mutual 33
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 48

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 89.58% . . 43
No 10.42% . . 5
Total 100.00% . . 48

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
034 Sub Mutual 34
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 43

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 85.71%. . . 36
No 14.29%. . . 6
Total 100.00%. . . 42

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 035 Sub Mutual 35
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 44

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 88.37% | . . . | 38 |
| No | | 11.63% | . . . | 5 |
| Total | | 100.00% | . . . | 43 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 036 Sub Mutual 36
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 46

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|----------|-------|----|
| Yes | | 89.13%. | . . . | 41 |
| No | | 10.87%. | . . . | 5 |
| Total | | 100.00%. | . . . | 46 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 037 Sub Mutual 37
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 51

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 94.12% | . . . | 48 |
| No | | 5.88% | . . . | 3 |
| Total | | 100.00% | . . . | 51 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 038 Sub Mutual 38
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 66

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 86.36% | . . . | 57 |
| No | | 13.64% | . . . | 9 |
| Total | | 100.00% | . . . | 66 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 039 Sub Mutual 39
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 59

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 91.53% | . . . | 54 |
| No | | 8.47% | . . . | 5 |
| Total | | 100.00% | . . . | 59 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 040 Sub Mutual 40
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 38

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 94.74% | . . . | 36 |
| No | | 5.26% | . . . | 2 |
| Total | | 100.00% | . . . | 38 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
041 Sub Mutual 41
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 39

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 94.74% . . . 36
No 5.26% . . . 2
Total 100.00% . . . 38

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 042 Sub Mutual 42
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 45

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 84.44% | . . . | 38 |
| No | | 15.56% | . . . | 7 |
| Total | | 100.00% | . . . | 45 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
043 Sub Mutual 43
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 48

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 81.25% . . 39
No 18.75% . . 9
Total 100.00% . . 48

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 044 Sub Mutual 44
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 38

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 92.11% | . . . | 35 |
| No | | 7.89% | . . . | 3 |
| Total | | 100.00% | . . . | 38 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
045 Sub Mutual 45
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 49

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 75.51%. . . 37
No 24.49%. . . 12
Total 100.00%. . . 49

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 046 Sub Mutual 46
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 38

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 86.84% | . . . | 33 |
| No | | 13.16% | . . . | 5 |
| Total | | 100.00% | . . . | 38 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 047 Sub Mutual 47
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 44

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 95.35% | . . . | 41 |
| No | | 4.65% | . . . | 2 |
| Total | | 100.00% | . . . | 43 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 048 Sub Mutual 48
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 59

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 91.53% | . . . | 54 |
| No | | 8.47% | . . . | 5 |
| Total | | 100.00% | . . . | 59 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
049 Sub Mutual 49
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 62

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 93.55%. . . 58
No 6.45%. . . 4
Total 100.00%. . . 62

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
051 Sub Mutual 51
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 76

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 93.42% . . 71
No 6.58% . . 5
Total 100.00% . . 76

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 052 Sub Mutual 52
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 70

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 92.86% | . . . | 65 |
| No | | 7.14% | . . . | 5 |
| Total | | 100.00% | . . . | 70 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
053 Sub Mutual 53
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 55

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 87.04% . . . 47
No 12.96% . . . 7
Total 100.00% . . . 54

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
054 Sub Mutual 54
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 40

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 82.50% . . . 33
No 17.50% . . . 7
Total 100.00% . . . 40

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
055 Sub Mutual 55
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 37

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 81.08% . . . 30
No 18.92% . . . 7
Total 100.00% . . . 37

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 056 Sub Mutual 56
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 49

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 91.84% | . . . | 45 |
| No | | 8.16% | . . . | 4 |
| Total | | 100.00% | . . . | 49 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
057 Sub Mutual 57
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 65

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 92.31% . . 60
No 7.69% . . 5
Total 100.00% . . 65

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 058 Sub Mutual 58
 15:25:03 29-Jun-2021 / Page

. 1

Totals
 Ballots Cast 65

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 92.31% | . . . | 60 |
| No | | 7.69% | . . . | 5 |
| Total | | 100.00% | . . . | 65 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
059 Sub Mutual 59
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 59

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 84.48% . . 49
No 15.52% . . 9
Total 100.00% . . 58

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
060 Sub Mutual 60
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 117

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)

| | | | | |
|-------|-----------|---------|-----------|-----|
| Yes | | 92.11% | | 105 |
| No | | 7.89% | | 9 |
| Total | | 100.00% | | 114 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 061 Sub Mutual 61
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 86

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 95.35% | . . . | 82 |
| No | | 4.65% | . . . | 4 |
| Total | | 100.00% | . . . | 86 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
062 Sub Mutual 62
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 67

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 89.55% | . . . | 60 |
| No | | 10.45% | . . . | 7 |
| Total | | 100.00% | . . . | 67 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 063 Sub Mutual 63
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 43

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|----------|-------|----|
| Yes | | 88.37%. | . . . | 38 |
| No | | 11.63%. | . . . | 5 |
| Total | | 100.00%. | . . . | 43 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
064 Sub Mutual 64
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 33

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 90.91% | . . . | 30 |
| No | | 9.09% | . . . | 3 |
| Total | | 100.00% | . . . | 33 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 065 Sub Mutual 65
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 38

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 92.11% | . . . | 35 |
| No | | 7.89% | . . . | 3 |
| Total | | 100.00% | . . . | 38 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
066 Sub Mutual 66
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 35

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 85.71% . . 30
No 14.29% . . 5
Total 100.00% . . 35

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 068 Sub Mutual 68
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 35

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 74.29% | . . . | 26 |
| No | | 25.71% | . . . | 9 |
| Total | | 100.00% | . . . | 35 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
069 Sub Mutual 69
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 32

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 96.88% . . 31
No 3.13% . . 1
Total 100.00% . . 32

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 070 Sub Mutual 70
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 41

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 95.12% | . . . | 39 |
| No | | 4.88% | . . . | 2 |
| Total | | 100.00% | . . . | 41 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
071 Sub Mutual 71
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 37

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 91.89% . . 34
No 8.11% . . 3
Total 100.00% . . 37

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
072 Sub Mutual 72
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 53

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 94.34%. . . 50
No 5.66%. . . 3
Total 100.00%. . . 53

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 073 Sub Mutual 73
 15:25:03 29-Jun-2021 / Page 1

Totals
 Ballots Cast 61

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 93.44% | . . . | 57 |
| No | | 6.56% | . . . | 4 |
| Total | | 100.00% | . . . | 61 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
074 Sub Mutual 74
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 42

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 88.10% . . 37
No 11.90% . . 5
Total 100.00% . . 42

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
075 Sub Mutual 75
15:25:03 29-Jun-2021 / Page 1

Totals
Ballots Cast 32

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 90.63% . . 29
No 9.38% . . 3
Total 100.00% . . 32

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
077 Sub Mutual 77
15:25:04 29-Jun-2021 / Page 1

Totals
Ballots Cast 62

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 91.94% | . . . | 57 |
| No | | 8.06% | . . . | 5 |
| Total | | 100.00% | . . . | 62 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
078 Sub Mutual 78
15:25:04 29-Jun-2021 / Page 1

Totals
Ballots Cast 44

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)
Yes 88.64% . . . 39
No 11.36% . . . 5
Total 100.00% . . . 44

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 080 Sub Mutual 80
 15:25:04 29-Jun-2021 / Page

. 1

Totals
 Ballots Cast 33

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 84.85% | . . . | 28 |
| No | | 15.15% | . . . | 5 |
| Total | | 100.00% | . . . | 33 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
081 Sub Mutual 81
15:25:04 29-Jun-2021 / Page

. 1

Totals
Ballots Cast 41

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 90.24% | . . . | 37 |
| No | | 9.76% | . . . | 4 |
| Total | | 100.00% | . . . | 41 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 082 Sub Mutual 82
 15:25:04 29-Jun-2021 / Page

. 1

Totals
 Ballots Cast 58

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 89.66% | . . . | 52 |
| No | | 10.34% | . . . | 6 |
| Total | | 100.00% | . . . | 58 |

Third Laguna Hills Mutual
 Amend Article XI, Section 1 of the Third Mutual CC&Rs
 June 29, 2021
 083 Sub Mutual 83
 15:25:04 29-Jun-2021 / Page 1

Totals
 Ballots Cast 38

Amend Article XI, Section 1 of the
 Third Mutual CC&Rs
 (Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 84.21% | . . . | 32 |
| No | | 15.79% | . . . | 6 |
| Total | | 100.00% | . . . | 38 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021
084 Sub Mutual 84
15:25:04 29-Jun-2021 / Page 1

Totals
Ballots Cast 36

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)

| | | | | |
|-------|-----------|---------|-------|----|
| Yes | | 80.56% | . . . | 29 |
| No | | 19.44% | . . . | 7 |
| Total | | 100.00% | . . . | 36 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021

ACCUMULATED TOTALS
15:22:58 29-Jun-2021 / Page 1

Totals

| | | | | |
|-------------------|-----------|---------|-----------|------|
| Precincts Counted | | 100.00% | | 59 |
| Ballots Cast | | | | 3078 |

Amend Article XI, Section 1 of the
Third Mutual CC&Rs
(Vote for not more than one)

| | | | | |
|-------|-----------|---------|-----------|------|
| Yes | | 88.04% | | 2701 |
| No | | 11.96% | | 367 |
| Total | | 100.00% | | 3068 |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&Rs
June 29, 2021

Statement of Votes Cast
15:22:44 29-Jun-2021 / Page

| Totals | | Amend Art XI, Sec 1 of the Third Mutual CC&Rs | | | | | | | | | | | | | | | | | | 1 |
|-----------------|-----|--|----|----|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|
| Ballots Cast | Yes | No | | | | | | | | | | | | | | | | | | |
| 022 Sub Mutual | 22 | 43 | 35 | 8 | | | | | | | | | | | | | | | | |
| 023 Sub Mutual | 23 | 50 | 41 | 9 | | | | | | | | | | | | | | | | |
| 024 Sub Mutual | 24 | 59 | 52 | 7 | | | | | | | | | | | | | | | | |
| 025 Sub Mutual | 25 | 32 | 26 | 6 | | | | | | | | | | | | | | | | |
| 026 Sub Mutual | 26 | 42 | 35 | 7 | | | | | | | | | | | | | | | | |
| 027 Sub Mutual | 27 | 52 | 45 | 7 | | | | | | | | | | | | | | | | |
| 028 Sub Mutual | 28 | 79 | 59 | 20 | | | | | | | | | | | | | | | | |
| 029 Sub Mutual | 29 | 87 | 68 | 19 | | | | | | | | | | | | | | | | |
| 030 Sub Mutual | 30 | 69 | 56 | 12 | | | | | | | | | | | | | | | | |
| 031 Sub Mutual | 31 | 75 | 66 | 9 | | | | | | | | | | | | | | | | |
| 032 Sub Mutual | 32 | 93 | 77 | 16 | | | | | | | | | | | | | | | | |
| 033 Sub Mutual | 33 | 48 | 43 | 5 | | | | | | | | | | | | | | | | |
| 034 Sub Mutual | 34 | 43 | 36 | 6 | | | | | | | | | | | | | | | | |
| 035 Sub Mutual | 35 | 44 | 38 | 5 | | | | | | | | | | | | | | | | |
| 036 Sub Mutual | 36 | 46 | 41 | 5 | | | | | | | | | | | | | | | | |
| 037 Sub Mutual | 37 | 51 | 48 | 3 | | | | | | | | | | | | | | | | |
| 038 Sub Mutual | 38 | 66 | 57 | 9 | | | | | | | | | | | | | | | | |
| 039 Sub Mutual | 39 | 59 | 54 | 5 | | | | | | | | | | | | | | | | |
| 040 Sub Mutual | 40 | 38 | 36 | 2 | | | | | | | | | | | | | | | | |
| 041 Sub Mutual | 41 | 39 | 36 | 2 | | | | | | | | | | | | | | | | |
| 042 Sub Mutual | 42 | 45 | 38 | 7 | | | | | | | | | | | | | | | | |
| 043 Sub Mutual | 43 | 48 | 39 | 9 | | | | | | | | | | | | | | | | |
| 044 Sub Mutual | 44 | 38 | 35 | 3 | | | | | | | | | | | | | | | | |
| 045 Sub Mutual | 45 | 49 | 37 | 12 | | | | | | | | | | | | | | | | |
| 046 Sub Mutual | 46 | 38 | 33 | 5 | | | | | | | | | | | | | | | | |
| 047 Sub Mutual | 47 | 44 | 41 | 2 | | | | | | | | | | | | | | | | |
| 048 Sub Mutual | 48 | 59 | 54 | 5 | | | | | | | | | | | | | | | | |
| 049 Sub Mutual | 49 | 62 | 58 | 4 | | | | | | | | | | | | | | | | |
| 051 Sub Mutual | 51 | 76 | 71 | 5 | | | | | | | | | | | | | | | | |
| 052 Sub Mutual | 52 | 70 | 65 | 5 | | | | | | | | | | | | | | | | |
| 053 Sub Mutual | 53 | 55 | 47 | 7 | | | | | | | | | | | | | | | | |
| 054 Sub Mutual | 54 | 40 | 33 | 7 | | | | | | | | | | | | | | | | |
| 055 Sub Mutual | 55 | 37 | 30 | 7 | | | | | | | | | | | | | | | | |
| 056 Sub Mutual | 56 | 49 | 45 | 4 | | | | | | | | | | | | | | | | |

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the Third Mutual CC&RS
June 29, 2021

Statement of Votes Cast
15:22:44 29-Jun-2021 / Page 2

| Totals | | Ame Art XI, Sec 1 of the Thi Mut CC&R | | | | | | | | | | | | | | | | | |
|-----------------|----|--|------|-----|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Ballots Cast | | Yes | No | | | | | | | | | | | | | | | | |
| 057 Sub Mutual | 57 | 65 | 60 | 5 | | | | | | | | | | | | | | | |
| 058 Sub Mutual | 58 | 65 | 60 | 5 | | | | | | | | | | | | | | | |
| 059 Sub Mutual | 59 | 59 | 49 | 9 | | | | | | | | | | | | | | | |
| 060 Sub Mutual | 60 | 117 | 105 | 9 | | | | | | | | | | | | | | | |
| 061 Sub Mutual | 61 | 86 | 82 | 4 | | | | | | | | | | | | | | | |
| 062 Sub Mutual | 62 | 67 | 60 | 7 | | | | | | | | | | | | | | | |
| 063 Sub Mutual | 63 | 43 | 38 | 5 | | | | | | | | | | | | | | | |
| 064 Sub Mutual | 64 | 33 | 30 | 3 | | | | | | | | | | | | | | | |
| 065 Sub Mutual | 65 | 38 | 35 | 3 | | | | | | | | | | | | | | | |
| 066 Sub Mutual | 66 | 35 | 30 | 5 | | | | | | | | | | | | | | | |
| 068 Sub Mutual | 68 | 35 | 26 | 9 | | | | | | | | | | | | | | | |
| 069 Sub Mutual | 69 | 32 | 31 | 1 | | | | | | | | | | | | | | | |
| 070 Sub Mutual | 70 | 41 | 39 | 2 | | | | | | | | | | | | | | | |
| 071 Sub Mutual | 71 | 37 | 34 | 3 | | | | | | | | | | | | | | | |
| 072 Sub Mutual | 72 | 53 | 50 | 3 | | | | | | | | | | | | | | | |
| 073 Sub Mutual | 73 | 61 | 57 | 4 | | | | | | | | | | | | | | | |
| 074 Sub Mutual | 74 | 42 | 37 | 5 | | | | | | | | | | | | | | | |
| 075 Sub Mutual | 75 | 32 | 29 | 3 | | | | | | | | | | | | | | | |
| 077 Sub Mutual | 77 | 62 | 57 | 5 | | | | | | | | | | | | | | | |
| 078 Sub Mutual | 78 | 44 | 39 | 5 | | | | | | | | | | | | | | | |
| 080 Sub Mutual | 80 | 33 | 28 | 5 | | | | | | | | | | | | | | | |
| 081 Sub Mutual | 81 | 41 | 37 | 4 | | | | | | | | | | | | | | | |
| 082 Sub Mutual | 82 | 58 | 52 | 6 | | | | | | | | | | | | | | | |
| 083 Sub Mutual | 83 | 38 | 32 | 6 | | | | | | | | | | | | | | | |
| 084 Sub Mutual | 84 | 36 | 29 | 7 | | | | | | | | | | | | | | | |
| Totals | | 3078 | 2701 | 367 | | | | | | | | | | | | | | | |

CALIFORNIA JURAT

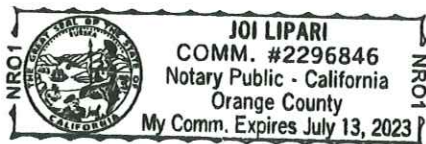
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of Orange)

Subscribed and sworn to (or affirmed) before me on this 29 day
of June, 2021, by Catherine Bankhart

proved to me on the basis of satisfactory evidence to be the person(s)
who appeared before me.



(Seal)

Signature Joi Lipari

Optional Information

Although the information in this section is not required by law, it could prevent fraudulent removal and reattachment of this jurat to an unauthorized document and may prove useful to persons relying on the attached document.

Description of Attached Document

This certificate is attached to a document titled/for the purpose of

Third Laguna Hills Mutual
Amend Article XI, Section 1 of the
Third Mutual CCRs Tracts 22-84

containing 62 pages, and dated 6-29-21

Additional Information

Method of Affiant Identification

Proved to me on the basis of satisfactory evidence:

☐ form(s) of identification ☐ credible witness(es)

Notarial event is detailed in notary journal on:

Page # _____ Entry # _____

Notary contact: _____

Other

☐ Affiant(s) Thumbprint(s) ☐ Describe: _____

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OPEN SESSION

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

**Friday, July 9, 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 to discuss agenda items for the Third Board Regular Meeting
Civil Code §4930

Directors present: Steve Parsons, Annie McCary, Lynn Jarrett, John Frankel, Ralph Engdahl, Robert Mutchnick, Craig Wayne, Cush Bhada, Donna Rane-Szostak, Reza Karimi

Directors absent: None

Staff present: Jeff Parker-CEO, Siobhan Foster, Cheryl Silva and Grant Schultz

1. Call Meeting to Order / Establish Quorum

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

Announcements were made regarding the leasing report, recruitment update for the M&C Department for the director, facilities engineer and manager positions.

2. Approval of the Agenda

By consensus, the agenda was approved without objection.


3. Discuss and Consider Items to be placed on the Third Board Regular Meeting Agenda (open & closed session) on July 20, 2021

4. Director Comments

- Director Mutchnick requested that the Third Board have their own Corporate Secretary.
- Director Mutchnick requested that the Zoom be available to Board Members only and not for the Residents (Members). Residents (Members) should come to the Board Room for Member Comments.
- President Parsons asked about the replacement for the Records Management position.
- Director Mutchnick commented that we should not share section 8 information when Members are attending our open meetings.
- Director Rane-Szostak commented about water usage and addressing units that are in the tier 4 level.
- President Parsons asked about water allowances for members that use walk-in tubs for medical purposes.
- President Parsons asked when the fire avert system will be installed.

5. Adjournment

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


Lynn Jarrett, Secretary of the Board
Third Mutual Laguna Hills



RESOLUTION 03-21-XX

Deny the Off-Schedule Trimming Request of two Stone Pines and Two Fern Pines and Approve Removal of Two Fern Pines 2391-2D Via Mariposa

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

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

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

WHEREAS, on June 8, 2021, the Landscape Committee reviewed a request from the Member at 2391-2D for off-schedule trimming of two Stone Pines and four Fern Pines. The Member cited the reason as overgrown;

WHEREAS, staff determined that two of the Fern Pines should be removed due to their health and proximity to the manors. The four remaining trees, two Fern Pines and two Stone Pines, were trimmed in May 2020 and will be trimmed again in 2022; the committee recommends denying the request for the off-schedule trimming of these four trees located at 2391-2D Via Mariposa.

NOW THEREFORE BE IT RESOLVED, July 20, 2021, the Board of Directors approves the the removal of two Fern Pine trees and denies the off-schedule trimming of the two other Fern Pines and the two Stone Pines located at 2391-2D;

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

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RESOLUTION 03-21-XX

Approve the Request for Removal of Two Bottlebrush Trees 5022 Avenida Del Sol

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

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

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

WHEREAS, on June 8, 2021, the Landscape Committee reviewed a request from the Member at 5022 for the removal of two Bottlebrush trees. The Member cited the reasons as structural damage, overgrown, litter/debris, and poor condition;

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 Bottlebrush trees located at 5022 Avenida Del Sol.

NOW THEREFORE BE IT RESOLVED, July 20, 2021, the Board of Directors approves the the removal of two Bottlebrush trees located at 5022;

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

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RESOLUTION 03-21-XX

**Approve the Request to Install Artificial Turf
5205 Avenida Despacio**

WHEREAS, on June 8, 2021, the Landscape Committee reviewed a request from the Member at 5205 for the installation of artificial turf adjacent to their manor, at their expense. The Member cited the reasons as difficult to maintain due to limited access;

WHEREAS, the Committee recommends approving the request for the installation of artificial turf adjacent to this manor, at the Members' expense, located at 5205 Avenida Despacio with the following conditions:

1. All costs for design, construction, and maintenance of the improvement are the responsibility of the Property's Member Owner at 5205.
2. All materials and installation shall be approved by the Landscape Department prior to start of work.
3. The requesting Members understand that the area will remain Common Area subject to the use and passage of all members of Third Mutual.

NOW THEREFORE BE IT RESOLVED, July 20, 2021, the Board of Directors approves the request to install artificial turf at 5205;

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

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RESOLUTION 03-21-XX

Approve the Request for Removal of One Bottlebrush Trees 5406 Via Carrizo

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

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

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

WHEREAS, on June 8, 2021, the Landscape Committee reviewed a request from the Member at 5406 for the removal of one Bottlebrush tree. The Member cited the reasons as structural damage, sewer damage, and overgrown;

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 Bottlebrush tree located at 5406 Via Carrizo.

NOW THEREFORE BE IT RESOLVED, July 20, 2021, the Board of Directors approves the the removal of one Bottlebrush trees located at 5406;

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

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RESOLUTION 03-21-xx
THIRD MUTUAL COMMITTEE APPOINTMENTS

RESOLVED, July 20, 2021, that the following persons are hereby appointed to serve on the committees and services of this Corporation.

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

Architectural Standards and Control Committee

Steve Parsons, Chair
John Frankel
Reza Karimi
Ralph Engdahl
Robert Mutchnick
Craig Wayne, Alternate
Voting Advisors: Mike Butler and Mike Plean

Communications Committee

Annie McCary, Chair
Lynn Jarrett
Reza Karimi
Cush Bhada
~~Deborah Dotson~~
Donna Rane-Szostak

Executive Hearing Committee

Annie McCary, Chair
Ralph Engdahl, Co-Chair
Robert Mutchnick
John Frankel
~~Deborah Dotson~~
Donna Rane-Szostak

Finance (Committee of the Whole)

Robert Mutchnick, Chair
Steve Parsons, Co-Chair
Non-Voting Advisors: John Hess, Wei-Ming Tao

Insurance Task Force

Meeting of the Whole

Investment Task Force

Robert Mutchnick

Craig Wayne

Donna Rane-Szostak, Alternate

Garden Villa Recreation Room Subcommittee (Quarterly)

Lynn Jarrett, Chair

Robert Mutchnick

~~Deborah Dotson~~

Donna Rane-Szostak

Craig Wayne, Alternate

Voting Advisors: Sharon Molineri, Stuart Hack, Randy Scott

Landscape Committee

Lynn Jarrett, Chair

Annie McCary

Ralph Engdahl

Reza Karimi

Donna Rane-Szostak

Cush Bhada, Alternate

Advisor: Cindy Baker

Maintenance and Construction Committee

Robert Mutchnick, Chair

Ralph Engdahl, Co-Chair

Reza Karimi

~~Deborah Dotson~~

John Frankel

Craig Wayne

New Resident Orientation

Per Rotation List

Water Conservation Committee (Quarterly)

Donna Rane-Szostak, Chair

Reza Karimi, Chair

Lynn Jarrett

John Frankel

Advisor: Katheryn Freshley, Kay Havens

Parking & Golf Cart Task Force

Steve Parsons, Chair

Lynn Jarrett

John Frankel

~~Deborah Dotson~~

Advisors: Hal Horne

Resident Policy and Compliance Committee

Lynn Jarrett, Chair
Steve Parsons
Robert Mutchnick
Cush Bhada
Reza Karimi
Annie McCary, Alternate
Voting Advisors: Stuart Hack

Energy Research Group

Ralph Engdahl
~~Deborah Dotson~~
John Frankel
Lynn Jarrett
~~Craig Wayne~~
Advisors: Sue Stephens, Bill Walsh

RESOLVED FURTHER, that Resolution 03-21-11, adopted February 16, 2021, is hereby superseded and canceled; and,

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



RESOLUTION 03-21-xx
GRF COMMITTEE APPOINTMENTS

RESOLVED, July 20, 2021, that in compliance with Article 7, Section 7.3 of the Golden Rain Foundation Bylaws, the following persons are hereby appointed to serve on the committees of the Golden Rain Foundation:

Business Planning Committee

Steve Parsons

~~Deborah Dotson~~

Donna Rane-Szostak

Community Activities Committee

Reza Karimi

Annie McCary

~~Deborah Dotson~~

Equestrian Center Ad Hoc Committee

Cush Bhada

Annie McCary

GRF Finance Committee

Steve Parsons

Robert Mutchnick

Craig Wayne, Alternate

~~Deborah Dotson, Alternate~~

Purchasing Ad Hoc Committee (new)

Steve Parsons

Donna Rane-Szostak

Ralph Engdahl, Alternate

GRF Landscape Committee

Lynn Jarrett

Reza Karimi

Donna Rane-Szostak, Alternate

GRF Maintenance and Construction Committee

John Frankel

Ralph Engdahl

Reza Karimi, Alternate

~~Deborah Dotson, Alternate~~

Clubhouse 1 Renovation Ad Hoc Committee

John Frankel

Cush Bhada

Ralph Engdahl, Alternate

Media and Communication Committee

Annie McCary

Lynn Jarrett

Donna Rane-Szostak, Alternate

~~Deborah Dotson, Alternate~~

Broadband Ad Hoc Committee

Annie McCary (Third)

Lynn Jarrett (Third)

Debbie Dotson (Third)

Mobility and Vehicles Committee

Craig Wayne

Reza Karimi

Cush Bhada, Alternate

Security and Community Access Committee

Cush Bhada

Craig Wayne

Donna Rane-Szostak, Alternate

Disaster Preparedness

Annie McCary

John Frankel

Donna Rane-Szostak

Laguna Woods Village Traffic Hearings

John Frankel

~~Deborah Dotson~~

Cush Bhada

Strategic Planning Committee

Robert Mutchnick

Cush Bhada

Steve Parsons, Alternate

Customer Experience Subcommittee

Cush Bhada
Robert Mutchnick

Facilities Subcommittee

Cush Bhada

Budget Ad Hoc Committee

Steve Parsons
Robert Mutchnick
Reza Karimi, Alternate

Insurance Ad Hoc Committee

Robert Mutchnick
Reza Karimi

RESOLVED FURTHER, that Resolution 03-21-12, adopted February 16, 2020, is hereby superseded and canceled; and

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



RESOLUTION 03-21-XX

Recording of a Lien

WHEREAS, Member ID 935-100-13; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

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

NOW THEREFORE BE IT RESOLVED, July 20, 2021, that the Board of Directors hereby approves the recording of a Lien for Member ID 935-100-13 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

DATE: July 20, 2021
FOR: Board of Directors
SUBJECT: Insurance Renewal Funding

RECOMMENDATION

At the request of the Third Laguna Hills Mutual Board, approve expenditures for property insurance coverage.

BACKGROUND

At the October 1, 2020 insurance renewal, property insurance coverage was bound for Third Laguna Hills Mutual, with a shared limit of \$425 million in coverage and dedicated limits of coverage from \$425 million to \$700 million.

DISCUSSION

Arthur J. Gallagher, the insurance broker for Third, provided a new property renewal proposal and coverage was bound as of June 8, 2021. The bound coverage included property insurance limits for the first \$225 million in coverage for Third. The premium amount for this coverage was \$3,458,762 with terrorism coverage of \$14,044, for a combined premium of \$3,472,806.

FINANCIAL ANALYSIS

Premium expenditures of \$3,472,806 will be paid out of the Disaster Fund and Unappropriated Expenditures Fund with an equal amount of \$1,736,403 coming from each fund. The property insurance policy renewal covers the policy period of June 8, 2021 through June 8, 2022.

Prepared By: Dan Yost, Risk Manager

Reviewed By: Steve Hormuth, Interim Director of Finance
Siobhan Foster, Chief Operating Officer
Jeff Parker, Chief Executive Officer

ATTACHMENTS:

ATT 1 – Resolution 03-21-XX Insurance Renewal Fund

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RESOLUTION 03-21-XX

Insurance Renewal Funding

WHEREAS, Arthur J. Gallagher, the insurance broker for Third, provided a new property renewal proposal and coverage was bound as of June 8, 2021.

WHEREAS, The bound coverage included property insurance limits for the first \$225 million in coverage for Third and the premium amount for this coverage was \$3,458,762 with terrorism coverage of \$14,044, for a combined premium of \$3,472,806

NOW THEREFORE BE IT RESOLVED, July 20, 2021, that the Board of Directors hereby approves premium expenditures up to \$3,472,806 which will be paid out of the Disaster Fund and Unappropriated Expenditures Fund.

RESOLVED FURTHER, \$1,736,403 in premium will be paid from the Disaster Fund and \$1,736,403 in premium will be paid from the Unappropriated Expenditures Fund, for the insurance policy renewal covering the policy period of June 8, 2021 through June 8, 2022.

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

DATE: July 20, 2021
FOR: Resident Policy and Compliance Committee
SUBJECT: Process Improvements to Resales Documentation

RECOMMENDATION

Consider amending the Guidelines for Financial Qualifications Policy to explain that additional assets (above and beyond the sum of the purchase price plus \$125,000) are required when buyers/guarantors have existing properties with mortgage balances and eliminate documentation not material to Third's buyer approval process.

BACKGROUND

The Resale Packet – comprised of a membership application and documentation required by Third Laguna Hills Mutual (Third) in order to determine whether an applicant satisfies financial and other requirements – has been developed. It is periodically updated as revisions to various documents are made by the Board of Directors.

The Resale Packet application, without any supporting documentation, is comprised of 11 standard pages. The standard packet can increase to 22 pages, again without any supporting documentation, in instances when a guarantor's agreement, a promissory note for the GRF Trust Facility Fee or a trust membership is involved.

It should be noted that the supporting documentation required by Third is often in excess of 150 to 200 pages, and this is an area where staff believes some efficiencies are feasible.

DISCUSSION

Proposed Amendment to Guidelines for Financial Qualifications Policy

Section II, Net Worth Requirements, states that "each Applicant shall submit satisfactory verification of net worth that is greater than or equal to the *sum* of the purchase price *plus* one hundred twenty-five thousand dollars (\$125,000) in acceptable assets." However, applicants owning other properties with mortgage obligations are expected to provide additional assets sufficient to offset the mortgage obligations. Conversations with escrow representatives, real estate agents and prospective buyers routinely end with the query "where does it say that?" By adding a short explanation of the board's expectations to the existing Guidelines for Financial Qualifications Policy, greater clarity and transparency will be achieved while making such lengthy conversations unnecessary.

Other Resale Documentation Efficiencies

Three other proposed documentation efficiencies may be implemented administratively.

First, the number of pages containing escrow company instructions could be reduced. The first three or four pages of escrow instructions reveal the name of the buyer, seller, address and terms of the transaction, including any contingencies. Typically, these are followed by four or five pages of general terms and conditions explaining what responsibilities the escrow office has. Neither staff nor Third have a “need to know” this boilerplate information. Eliminating these few pages would make the resale packets more efficient for Board review.

Second, many applicants rely upon equity in a property or properties to satisfy Third’s asset requirement. Staff relies upon voluminous property profiles and market analyses provided by escrow or the buyer. Only the Property Detail Page and the Area Sales Analysis reflecting the median property value are needed for staff’s calculations, thus eliminating other miscellaneous pages of data and streamlining the packet for Board review.

Lastly, applicants provide multiple pages of investment account documents in order to satisfy Third’s asset requirement. Essentially, all that is needed is the summary page for each account, reflecting the report date, owner of the account, account number and account balance. Pages showing the detail of various investments are unnecessary to calculating an applicant’s assets. Eliminating the detailed accounts of various investments will further improve efficiencies and streamline Board review of resale packets.

Should the proposed amendment to the Financial Qualifications Policy be approved and the other outlined efficiencies be implemented, the updated Resale Packet would be shared with escrow and real estate professionals and internal procedures updated.

FINANCIAL ANALYSIS

None, although the proposed efficiencies would allow the Community Services Division to process and review resale packets more swiftly.

Prepared By: Pamela Bashline, Community Services Manager

Reviewed By: Siobhan Foster, COO

ATTACHMENT(S)

ATT 1: Resale Package with Proposed Amendment to Guidelines for Financial Qualifications

ATT 2: Resolution to Amend the Guidelines for Financial Qualifications Policy

ENDORSEMENT (to Board)

Process Improvements in the Resales Process

Section II, Net Worth Requirements, states that “each Applicant shall submit satisfactory verification of net worth that is greater than or equal to the sum of the purchase price plus one hundred twenty-five thousand dollars (\$125,000) in acceptable assets.” However, applicants owning other properties with mortgage obligations are expected to provide additional assets sufficient to offset the mortgage obligations. Conversations with escrow representatives, real estate agents and prospective buyers routinely end with the query “where does it say that?” By adding a short explanation of the board’s expectations to the existing Guidelines for Financial Qualifications Policy, greater clarity and transparency will be achieved while making such lengthy conversations unnecessary.

On July 9, 2021 the Resident Policy and Compliance Committee reviewed Process Improvements in the Resales Process.

Lynn Jarrett, Chair, presented Process Improvements in the Resales Process for Members. The Committee Members made comments and asked questions.

Director Mutchnick made a motion to accept Staff’s recommendation. Director Parsons seconded the motion.

By a 4-0-1 vote (Bhada against), the motion passed.

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Dear Real Estate/Escrow Professional:

Thank you for your interest in transacting a resale transfer in the Laguna Woods Village Community. Before you get started, we would like to summarize key points that will guide you through this process.

1. The Community is made up of three housing corporations:
 - a. United Laguna Hills Mutual (stock co-operatives)
 - b. Third Laguna Hills Mutual (condominiums)
 - c. Laguna Woods Mutual No. Fifty (high-rise condominiums)
2. Purchasing property in the community requires applying for membership in the housing corporation and certain criteria must be met:
 - a. Age restrictions: To purchase a property, you must be of legal age; however, a member must be at least 55 years of age to reside in the Community.
 - b. Financial qualifications: Please refer to the attached Guidelines for Financial Qualifications.
 - c. Maximum number of owner occupied and/or leased units: Regardless of the number of condominiums owned in Third Mutual, only two of the properties owned may be occupied.
 - d. Rules and regulations: The Operating Rules are available on the community website, which is www.lagunawoodsvillage.com.
 - e. Architectural modifications: Any interior or exterior modification requires a phone call to the Manor Alterations Department office 949-597-4616 before commencement of any project.

Step 1: The seller authorizes the release of HOA information to a third party (Seller's Authorization for Release of Information.)

Step 2: The listing agent schedules a first inspection (First and Final Inspection Report Request) as soon as the property is listed. Only complete form submittals shall be accepted. Failure to provide accurate contact information for the inspection can delay the escrow process. **Allow 10 days for the completion of the first inspection.**

Step 3: A complete resale package is submitted by escrow to the on-site management office for submittal to the Third Laguna Hills Mutual Board of Directors.

Step 4: Upon board approval, the management company emails a notice of approval and escrow demand to the escrow company, contingent upon the mutual completing a final inspection and the escrow company satisfying the escrow demand.

Step 5: After the final inspection is complete and the escrow demand is satisfied, escrow can close. Escrow sends the closing notice to the management company. New residents are not allowed through the gate until the closing is received and entered into the main database. Resident ID cards can be obtained following VMS receipt of notice of escrow closing and database update.

A complete resale submittal form package is attached for your use. The information escrow provides must be legible for digital imaging.

The VMS staff is available to assist you through this process and answer your questions.

Sincerely,

On behalf of the Third Laguna Hills Mutual Board of Directors
Membership Counselor

Deliver Complete Package To:

Laguna Woods Village
Community Services, 1st Floor, Resales
24351 El Toro Road
Laguna Woods, CA 92637

Table of Contents

| | |
|--|-----------------------------|
| ESCROW OFFICE FORMS..... | 4 |
| Information and Fees..... | 5 |
| Escrow Documentation Checklist..... | 6 |
| First and Final Inspection Report Request | 7 |
| Final Resale Inspections: Process for Corrections Noted | 8 |
| Resale Notification..... | 9 |
| Notice of Escrow Closing..... | 10 |
| Escrow Closing Notification and Transmittal Report | 11 |
| SELLER NOTIFICATION FORMS..... | 12 |
| Seller's Authorization to Release of Information | 13 |
| Responsibility Agreement for Nonstandard Landscape | 14 |
| Low-Flow Toilet Statement of Compliance | 15 |
| BUYER APPLICATION FORMS..... | 17 |
| Owner/Membership Application | 18 |
| Membership and Occupancy Requirements for Condominium Ownership | 19 |
| Third Mutual Members Who Hold More Than One Membership | 20 |
| Trust Facilities Fee | 21 |
| Promissory Note | 22 |
| Promissory Note Continued | 23 |
| Financial Statement and Credit Information | 24 |
| Financial Assets..... | 25 |
| Guidelines For Financial Qualifications | 26 |
| Realtor Information for Prospective Purchases in Third Laguna Hills Mutual | 37 ³⁶ |
| Enjoying Your Life in Third Laguna Hills Mutual | 38 ³⁷ |
| Last-Minute Reminders | 39 ³⁸ |
| Key File Program | 40 ³⁹ |
| Important Information for Third Laguna Hills Mutual..... | 41 ⁴⁰ |
| Application for Co-occupancy Permit..... | 42 ⁴¹ |
| Declaration Regarding Criminal Record | 44 ⁴³ |
| Resident ID Card(s) and Decal(s) Returned or Declaration of Loss Affidavit | 45 ⁴⁴ |
| Disclosure Notice: Asbestos-Containing Construction Materials | 46 ⁴⁵ |

ESCROW OFFICE FORMS

Information and Fees

Dear Escrow Officer:

As the managing agent for the housing corporations, Village Management Services Inc. (VMS) is pleased to assist you with the processing of your pending escrow.

Under the terms of the corporation's by-laws, the Third Laguna Hills Mutual Board of Directors has the first option to purchase the seller's membership; therefore, a membership application process has been established and certain conditions must be met before escrow can close. For example, a buyer is required to apply for membership by meeting minimum financial requirements. The property must also be inspected to ensure that the corporation has approved all structural and landscape alterations. The enclosed package of information includes the forms necessary to effectuate a membership transfer in Third Laguna Hills Mutual.

The following fees are associated with a membership transfer:

| | |
|----------------------|---------|
| Administrative fee | \$400 |
| First inspection fee | \$60 |
| Final inspection fee | \$55 |
| Escrow cancellation | \$112 |
| GRF facilities fee | \$5,000 |

When the enclosed forms are completed, please return them to the VMS Community Services Department for submittal to the board of directors. The requirements vary somewhat for the several housing corporations, and care should be taken to ensure that the correct documents are submitted. Please be sure that all the documents are fully completed and executed to enable us to assist you in the timely processing of the resale package.

If you should require information or assistance, please contact the Membership Counselor at email ResalesRequirements@vmsinc.org or phone 949-268-2011

Sincerely,

On behalf of the Third Laguna Hills Mutual Board of Directors
Membership Counselor

Escrow Documentation Checklist

| | | Forms and Documents (All documents must be complete, signed and dated) |
|---|-----|---|
| √ | # | First steps |
| | 1. | First and Final Inspection Report request (email to ResalesInspections@vmsinc.org), page 7 |
| | 2. | Seller's Authorization for Release of Information, page 13 |
| | | Required documents to be submitted as complete package for board approval** |
| | 3. | Resale Notification (prepare in duplicate), page 9 |
| | 4. | Escrow Instructions (provided by Escrow) |
| | 5. | Responsibility Agreement for Nonstandard Landscape (if applicable), page 14 |
| | 6. | Low-Flow Toilet Statement of Compliance (invoice/receipt and toilet specs), page 15 |
| | 7. | Owner/Membership Application (ID's copies enlarged and black and white), page 18 |
| | 8. | Third Mutual Members Who Hold More Than One Membership (if applicable), page 20 |
| | 9. | Trust facilities fee, page 21 |
| | 10. | Promissory Note (if applicable), page 22 and 23 |
| | 11. | Financial Statement and Credit Information (signed and dated, full credit report and scores, single sided copies only), page 24 |
| | 12. | Verifications for all income and assets listed in the Financial Statement and Credit Information form (i.e., copies of current federal income tax returns, signed and dated, including Schedules A & B and others, if applicable, copies of bank statements, stock certificates, 1099s, property tax bills, investment account statements, etc. |
| | 13. | Assessment/Charges Guarantor Obligation Form (if applicable), page 33 |
| | 14. | Enjoying Your Life in Third Laguna Hills Mutual, page 37 |
| | 15. | Important Information for Third Laguna Hills Mutual, page 40 |
| | 16. | Application for Co-occupancy Permit (if applicable), page 41 |
| | 17. | Declaration Regarding Criminal Record (if applicable), page 43 |
| | 18. | Resident ID Card(s) and Decal(s) Returned or Declaration of Loss Affidavit, page 44 |
| | | Before escrow can close |
| | 19. | First and Final Inspection Report Request (email to ResalesInspections@vmsinc.org), page 7 |
| | 20. | Email EscrowFinalUpdate@vmsinc.org requesting final update of <i>Escrow Demand Update</i> |
| | 21. | Collect Resident ID Card(s) and Decal(s) or complete Declaration of Loss Affidavit, executed by seller, page 44 |
| | | Notice of escrow closed |
| | 22. | Notice of Escrow Closing (email to EscrowClosings@vmsinc.org), page 10 |
| | 23. | Escrow Closing Notification and Transmittal Report, final check(s), and Resident ID Cards and Decals (mailed), page 11 |

First and Final Inspection Report Request

☐ **Request for First Inspection Report** - Per Resolution 03-07-119, a first inspection fee will be billed as a chargeable service to the seller. The First Inspection Report is valid for six months.

☐ **Request for Landscape Corrections** - Per Resolution 03-18-112, all corrections must be completed by close of escrow. Checking this box indicates request for landscape corrections to be completed as a chargeable service upon receipt of the First Inspection Report.

☐ **Request for Final Inspection Report** - Per Resolution 03-17-119, a final inspection fee will be collected through escrow.

☐ **Update information**

Seller's acknowledgement of fees/Date

Laguna Woods Village
Resale Inspections Dept.
P.O. Box 2220
Laguna Hills, CA 92654-2220
Fax: 949-268-2403
Email: ResalesInspections@vmsinc.org

Date _____
Unit number _____
Street name _____
Occupied [☐] Vacant [☐]
Carport number _____

Escrow company – Used for status updates

Company name: _____
Escrow officer: _____ Escrow number: _____
Address: _____
Phone number: _____ Fax number: _____
Escrow office email: _____
Estimated escrow close date: _____

Seller's real estate company – Used for status updates

Company name: _____
Agent name: _____
Address: _____
Phone number: _____ Fax number: _____
Agent email: _____

Buyer

Name: _____
Address: _____
Phone number: _____
Cell phone: _____ (Important contact information)

Seller

Owner of record: _____
Address: _____
Phone number: _____

Internal inspections are required to access the water heater. How we are to enter the property?

Lockbox: _____ Contact seller: _____ Contact agent: _____

Final Resale Inspections: Process for Corrections Noted

Effective September 1, 2018

The resale inspection process provides a record of all items for which correction will be required. All items noted as corrections on the final inspection report must be completed prior to the close of escrow.

Issuance of service orders

Service orders will be entered for all items of work noted in the corrections report for which the mutual is responsible. All service orders will be dispatched either to in-house technicians or to outside vendors for processing.

Completion of work

All corrections not listed as "mutual charged" must be complete by the close of escrow.

Corrections by members

Once corrections are complete, the seller(s) must email ResalesInspections@vmsinc.org to schedule a final inspection. If corrections are found to be incomplete at the final inspection, an additional final inspection fee may be charged to the seller(s).

Inspection/Verification requirement

Once notified of completion, an inspection by the corporation's agent to confirm completion will be required for each item of work completed by the seller(s).

Resale Notification

To: VMS Inc., Agent of the Corporation

Manor address: _____ **Escrow number:** _____ **Date:** _____

An escrow has been opened that involves a proposed sale and transfer of membership in your corporation and Golden Rain Foundation of Laguna Woods as follows:

| | | | |
|---------------------------------------|--------|-----------------|-------------------|
| Seller's broker: | | Buyer's broker: | |
| Agent name: | | Agent name: | |
| Agent phone: | Email: | Agent phone: | Email: |
| Seller(s): | | | |
| Buyer(s) and vesting: | | | |
| | | | Selling price: \$ |
| Name(s) of person(s) who will reside: | | | |

In accordance with your instructions, the following are enclosed:

| ✓ | # | Required documents to be submitted as a <i>complete package</i> for board approval ** | Blank for Office Use |
|---|-----|---|----------------------|
| | 3. | Resale Notification (prepare in triplicate), page 9 | |
| | 4. | Escrow Instructions (provided by Escrow) | |
| | 5. | Responsibility Agreement for Nonstandard Landscape (if applicable), page 14 | |
| | 6. | Low-Flow Toilet Statement of Compliance, page 15 | |
| | 7. | Owner/Membership Application, page 18 | |
| | 8. | Third Mutual Members Who Hold More Than One Membership (if applicable), page 20 | |
| | 9. | Trust Facilities Fee, page 21 | |
| | 10. | Promissory Note, page 22 and 23 | |
| | 11. | Financial Statement and Credit Information (signed and dated), page 24 | |
| | 12. | Verifications for all income and assets listed in the Financial Statement and Credit Information form | |
| | 13. | Assessment/Charges Guarantor Obligation Form (if applicable), page 33 | |
| | 14. | Enjoying Your Life in Third Laguna Hills Mutual, page 37 | |
| | 15. | Important Information for Third Laguna Hills Mutual, page 40 | |
| | 16. | Application for Co-occupancy Permit, page 41 | |
| | 17. | Declaration Regarding Criminal Record, page 43 | |
| | 18. | Resident ID Card(s) and Decal(s) Returned or Declaration of Loss Affidavit, page 44 | |

The undersigned (escrow officer) hereby attests that a request for first inspection was submitted to the Resales Inspection Department on _____. It is understood that a final inspection shall be submitted to the buyer(s) prior to the close of escrow. If the mutual waives its option to purchase and approves the proposed transferee(s) for membership, and so informs us in writing, we will then proceed with the processing of this escrow, which is scheduled to close on or about _____(date).

By: _____ For: _____
Escrow officer Escrow

| | | | |
|--|--------------------------|--------------------------|--|
| For office use only: | Yes | No | |
| Meets mutual income requirement? | <input type="checkbox"/> | <input type="checkbox"/> | Verified by: _____ |
| Meets mutual asset requirement? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Exceeds the number of memberships allowed? | <input type="checkbox"/> | <input type="checkbox"/> | Membership Counselor, Community Service Department |

Action by mutual board of directors: By approving this application for membership, said corporation waives the option to purchase the membership, subject to the conditions that both transferor(s) and transferee(s) comply with the requirements of the mutual prior to the close of escrow, and that neither the mutual nor the Golden Rain Foundation shall incur any expenses in this transaction. The approval and waiver shall be effective as of the close of escrow.

| Application denied | Application approved |
|--|--|
| The board of directors of this mutual corporation has reviewed this application. Based on the information provided, the application is denied . | The board of directors of this mutual corporation has reviewed this application. Based on the information provided, the application is approved . |
| Signature | Signature |
| Signature | Signature |
| Signature | Signature |

Notice of Escrow Closing

Date:

Laguna Woods Village
Resident Services
P.O. Box 2220
Laguna Hills, CA 92654

Email: EscrowClosings@vmsinc.org
Phone: 949-597-4600

Escrow number:

Manor number:

Closed date:

Please issue new resident passes as follows:

Resident members _____

Nonresident members _____

Nonmember residents _____

Your assistance is appreciated.

Sincerely,

Escrow officer name and company: _____

Escrow officer phone number: _____

Escrow officer email: _____

Escrow Closing Notification and Transmittal Report

| | | |
|--|--|-------------------------------------|
| Escrow number: | | |
| Escrow company: | | Manor number: |
| Escrow officer: | | Date: |
| Escrow phone number: | Email: | Closing date: |
| Please be advised escrow has closed. Attached are payments, charges and/or fees due per your demand. | | |
| 1. | Depository account: Separate check, made payable to Laguna Woods Village , representing the following: | |
| | a. Monthly assessment due for the period (date): | \$ |
| | b. Late charges | \$ |
| | c. Other | \$ |
| | Total | \$ |
| 2. | Agency account: Separate check, made payable to Golden Rain Foundation , representing the following: | |
| | a. Administration fee (Third \$400) | \$ |
| | b. Final inspection fee (Third \$55) | \$ |
| | c. Chargeable services (includes first inspection fee and other costs) | \$ |
| | d. Cable TV (broadband services) | \$ |
| | e. Lost/missing ID card(s) \$25 each | \$ |
| | f. Physical properties corrections or repairs | \$ |
| | g. Nonstandard landscape restoration charges | \$ |
| | h. Contingency for inspection corrections and landscaping estimates: Funds paid by seller | \$ |
| | Funds paid by buyer | \$ |
| | i. Trust facilities fee (\$5,000) | \$ |
| | j. Other: | \$ |
| | Total | \$ |
| 3. | In addition, we enclosed the following: <input type="checkbox"/> Gate entry passes, ID cards and vehicle decals <input type="checkbox"/> Declaration of Loss affidavit for gate entry passes, ID cards and vehicle decals <input type="checkbox"/> Other | |
| 4. | Date final inspection was completed by Resale Inspections Dept. | Date: |
| 5. | Seller forwarding address Name(s): Street: City, State Zip: Phone number: | |
| 6. | Lender information Company Name: Street: City, State Zip: Phone number: | Date: Loan number: |

SELLER NOTIFICATION FORMS

Seller's Authorization to Release of Information

| | | | |
|--|---|---|---|
| Email form to: ResalesRequirements@vmsinc.org | Manor number: _____ | | |
| Manor address: _____ | | | |
| <p>The undersigned, listed below as seller/member, hereby authorizes Village Management Services (VMS) Inc. managing agent to furnish information concerning the mutual and the manor located at the above address, in the City of Laguna Woods, CA 92637. Documents or information that may be released to the escrow officer include:</p> | | | |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> Members' names of record and vesting Addresses and telephone numbers Social security numbers Occupants' names of record Trust and will information – Seller's estate Letters Testamentary/Small Estate Affidavit Monthly assessment and fees HOA certification </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> Documents as required by Civil Code Section 4525 Assessment delinquency collection status Supplemental property tax information Board-approved special assessments Unpaid fees, charges and fines Copies of board minutes as required Other </td> </tr> </table> | | <ul style="list-style-type: none"> Members' names of record and vesting Addresses and telephone numbers Social security numbers Occupants' names of record Trust and will information – Seller's estate Letters Testamentary/Small Estate Affidavit Monthly assessment and fees HOA certification | <ul style="list-style-type: none"> Documents as required by Civil Code Section 4525 Assessment delinquency collection status Supplemental property tax information Board-approved special assessments Unpaid fees, charges and fines Copies of board minutes as required Other |
| <ul style="list-style-type: none"> Members' names of record and vesting Addresses and telephone numbers Social security numbers Occupants' names of record Trust and will information – Seller's estate Letters Testamentary/Small Estate Affidavit Monthly assessment and fees HOA certification | <ul style="list-style-type: none"> Documents as required by Civil Code Section 4525 Assessment delinquency collection status Supplemental property tax information Board-approved special assessments Unpaid fees, charges and fines Copies of board minutes as required Other | | |
| <p>It is the seller's responsibility to turn over copies of mutual's governing documents to the new buyer. If the seller is unable to do so, those documents, plus any additional documents, will be provided by VMS Inc., upon seller's approval of this release, and the charges billed to the seller in accordance with Civil Code Section 4525.</p> <p>In addition, if the buyer's lender requests information of pending litigation involving the mutual or Golden Rain Foundation, the undersigned authorizes release of such litigation information, if any, to the buyer's lender:</p> <p style="margin-left: 40px;">Name of lender _____</p> <p style="margin-left: 40px;">Lender address _____</p> <p style="margin-left: 40px;">Lender telephone number _____</p> | | | |
| <p>This authorization may be used only for the purpose of providing information to a prospective member or the agent and/or the escrow officer. This authorization represents the express written approval of the undersigned, and the undersigned releases the mutual, the Golden Rain Foundation and their VMS Staff from all liability for disclosing such information. I understand that I have the right to receive a copy of this information.</p> <p><input type="checkbox"/> This authorization is effective as of the date hereof, and will remain in effect until _____ (date).</p> <p><input type="checkbox"/> This authorization shall remain in effect until cancelled in writing by the owner/member.</p> | | | |
| Date | Seller name (Print) | Seller signature | |
| | | | |

If this release is executed by someone other than seller/member, please indicate relationship and provide supporting documents showing appointment to act.

| | | |
|--|--|--|
| <input type="checkbox"/> Successor trustee | <input type="checkbox"/> Court-appointed executor or administrator | <input type="checkbox"/> Attorney-in-fact for member |
| <input type="checkbox"/> Court-appointed guardian or conservator of member | <input type="checkbox"/> Other | |

Responsibility Agreement for Nonstandard Landscape

Manor address

This form is to be completed by the escrow office and must be received *before* the issuance of a Final Inspection.

1. **Email** completed form to ResalesInspections@vmsinc.org as soon as possible in order for a work order to be established.
2. **Include** this document with the membership application package.

This office has been notified that the manor noted above has nonstandard landscape, and both the prospective member and seller have been informed accordingly. If the prospective member declines to accept the nonstandard landscape, the landscape division will perform the work as a chargeable service, and seller is responsible for all costs.

In accordance with the governing rules of Third Laguna Hills Mutual, the prospective member understands that he/she may accept or refuse to accept the nonstandard landscaping. Further, the prospective member understands that if he/she accepts it, he/she also accepts all future responsibility for its care and maintenance, and all associated costs thereof.

Both prospective member and seller understand that if the prospective member refuses to accept such responsibility, the seller is required to pay the costs of all work required to restore the landscaping to the community standard, including the removal of nonstandard plants and hardscape, and the planting of standard plants.

Acknowledgement by prospective owner

- [] Prospective owner accepts the nonstandard landscaping and agrees to be responsible for any and all costs related to its future maintenance.
- [] Prospective owner declines to accept the nonstandard landscaping and directs the escrow officer to so inform the management agent. Restoration costs are to be withheld from the proceeds of resale transfer of membership.

Signature

Print name

Date

Signature

Print name

Date

Acknowledgement by seller

Seller has been informed that the unit has nonstandard landscaping. Seller will be charged the amount shown on the inspection report to restore the property to community standard landscaping if the prospective owner refuses to accept the nonstandard landscaping.

Signature

Print name

Date

Signature

Print name

Date

Escrow officer signature:

Escrow No.:

Date:

Low-Flow Toilet Statement of Compliance

With resolution 03-16-07
Required upon manor transfer
-Include this form with Resale package-

Manor number: _____ Print member name: _____

Low-flow toilets installed prior to January 1, 2012:

- ☐ Low-flow toilet(s) were installed in all bathrooms of subject manor prior to January 1, 2012. Each toilet does not exceed 1.6 gallons per flush.

Low-flow toilets installed after January 1, 2012, and before May 19, 2015:

- ☐ Low-flow toilet(s) have been installed in all bathrooms of subject manor. Each toilet does not exceed 1.6 gallons per flush, is able to flush 600 grams of solid waste as outlined in the MaP Standards, and has at least a 3-inch tank outlet. For more information on MaP standards, see <http://www.map-testing.com>. Please see the bottom of page for an illustration of a tank outlet.

Low-flow toilets Installed on or after May 19, 2015:

- ☐ Low-flow toilet(s) have been installed in all bathrooms of subject manor. Each toilet does not exceed 1.28 gallons per flush, is able to flush 600 grams of solid waste as outlined in the MaP Standards, and has at least a 3-inch tank outlet. For more information on MaP standards see <https://www.map-testing.com>. Please see the bottom of page for an illustration of a tank outlet.

Contractor signature

Date

Print name and license number

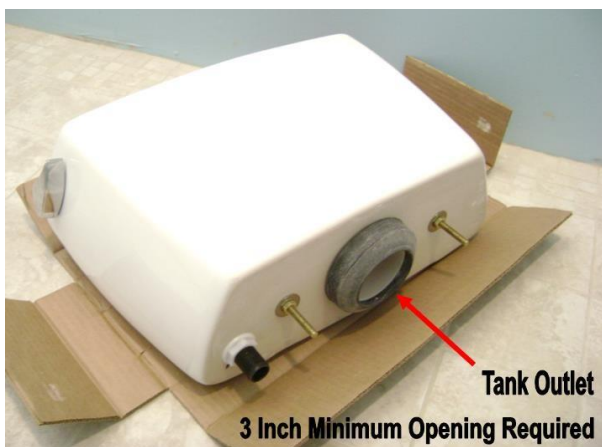
- or -

Member signature

Date

Print name and Laguna Woods Village ID Number

Note: An invoice/receipt showing the toilet make and model and/or toilet specification sheet(s) must be attached; this statement will be accepted only upon receipt of these document(s).



Toilet Bowl



Resolution 03-16-07

Replacement Toilet at Manor Transfer

Whereas, recent changes to the California Civil Code and the Uniform Plumbing Code have mandated that all high-water usage toilets in commercial property as well as single and multi-family residential properties be replaced with water-conserving plumbing fixtures; and

Whereas, California Civil Code 1101.4 requires that on or before **January 1, 2017**, noncompliant plumbing fixtures in any single-family residential real property shall be replaced with water-conserving plumbing fixtures; and

Whereas, California Civil Code 1101.5 requires that on or before **January 1, 2019**, all noncompliant plumbing fixtures in any multifamily residential real property shall be replaced with water-conserving plumbing fixtures; and

Whereas, California Civil Code 1101.3.1 defines water conserving toilets as any toilet manufactured to use 1.6 gallons or less of water per flush; and

Whereas, California Plumbing Code 402.2.2.1 requires that single flush toilets installed on or after July 1, 2011, shall have an effective flush volume that does not exceed 1.28 gallons (4.8 liters) when tested in accordance with ASME A112.19.2, Standard for Vitreous China; and

Now therefore be it resolved, January 19, 2016, that the Board of Directors of this Corporation hereby requires that prior to the date any record fee title to a Manor is transferred, the Manor Owner must replace all noncompliant toilets within their Manor with toilets which meet or exceed the applicable California Civil and Building Code requirements for toilets and have a 3 inch flush valve, are ADA and WaterSense qualified, and at Manors where no waste line drainage problems exist the compliant toilets may have a greater than or equal to 600 grams per flush MaP rating and at Manors where waste line drainage problems do exist the compliant toilets must have a greater than or equal to 1000 grams per flush MaP rating; and

Resolved further, that any 1.6 gallon per flush or lower toilets installed in a manor prior to May 19, 2015 are considered compliant with California Civil requirements for toilets and will not require replacement under this resolution; and

Resolved further, that Resolution 03-15-134, adopted September 15, 2015, is superseded and cancelled; and

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

BUYER APPLICATION FORMS

Owner/Membership Application
Please print using black ink or type

Manor number

List names exactly as they will appear on the Grant Deed and Occupancy Agreement.

| Appl. No. | Title | Last name | First name, middle initial | For business use only |
|-----------|--|-----------|----------------------------|-----------------------|
| 1 | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Mrs. | | | |
| 2 | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Mrs. | | | |

| Appl. No. | Date of birth | Marital status | | To reside immediately?* | Tax responsibility** | Age verification attached | Social security number |
|---|----------------------------------|--|--|--|------------------------------|------------------------------|------------------------|
| 1 | | <input type="checkbox"/> Married <input type="checkbox"/> Widowed | <input type="checkbox"/> Single <input type="checkbox"/> Divorced | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes | <input type="checkbox"/> Yes | |
| | Home phone | | Mobile phone | | Email | | |
| | | | | | | | |
| | * If No, provide outside address | | | | | | |
| 2 | | <input type="checkbox"/> Married <input type="checkbox"/> Widowed | <input type="checkbox"/> Single <input type="checkbox"/> Divorced | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes | <input type="checkbox"/> Yes | |
| | Home phone | | Mobile phone | | Email | | |
| | | | | | | | |
| | * If No, provide outside address | | | | | | |
| ** Enter a checkmark for the party responsible for income tax reporting. Only one party may be responsible – this is required by federal law. | | | | | | | |

| Emergency notification | | |
|------------------------|--------------|-------------------------------|
| Name | Relationship | Mobile and home phone numbers |
| | | |
| | | |

| Acknowledgements and affirmations | | |
|---|-----------|--------------------------------|
| I have not been convicted of a felony within the last 20 years or of a misdemeanor involving moral turpitude within the last five years; I have received copies of the Covenants, Conditions and Restrictions (CC&Rs), bylaws and rules and regulations currently in effect. | | |
| As a buyer, I have received an inspection report prepared by the mutual for the manor which I am purchasing that identifies any alterations that have been made by previous owners; I agree that I will be responsible for the care and maintenance of any alterations made previously or that I may make in the future. As a transferee, I agree that I will be responsible for the care and maintenance of any alterations made previously, as well as any alterations that I may make in the future. | | |
| As a member of the mutual, I agree that I will be responsible for the monthly homeowner's assessment payments, and I will comply with all the governing rules of the mutual and Golden Rain Foundation. I have received the notice informing me of the possible existence of asbestos in certain buildings. | | |
| I swear, under penalty of perjury, that the information provided in this application is true and correct. | | For Community Service use only |
| 1. Name (print) | Signature | |
| 2. Name (print) | Signature | |

Read attached membership and occupancy requirements.

Membership and Occupancy Requirements for Condominium Ownership

All prospective resident-owners and occupants are required to meet age restrictions as defined by federal and state statutes and in accordance with the Covenants, Conditions and Restrictions (CC&R) and bylaws of the housing corporation. Please attach copies of appropriate documents which verify applicant's age; these may include a passport, a driver's license, a birth certificate or a baptismal certificate.

Member

The owner of condominium unit. When the membership is vested in a trust, the trustee is considered the member. Members can be of any age (as permitted by state statute for ownership of property) to own a condominium unit.

In order to reside, at least one of the members must be 55 years of age or older; any other members who reside must be at least 45 years of age, except a spouse, who may be any age. Adult disabled children may reside under certain conditions (Section 51.3 of the California Civil Code).

Members are entitled to vote in mutual elections if they are in good standing.

Occupants

Nonmembers who reside with the approval of the mutual housing corporation.

In order to reside, at least one occupant must be 55 years of age or older; all other persons who reside must be at least 45 years of age, unless the other occupant is:

- (1) A spouse or cohabitant; or
- (2) A primary provider of physical health care.

Note: The primary care giver is not a resident. A care provider is not issued a resident ID card and is not entitled to the use of community facilities, except as the guest of a bona fide Resident.

Nonmember occupants may reside only upon the issuance of an Application for Occupancy permit by the mutual's board of directors. The application form must be executed by all owners of record.

Occupancy limits

The maximum number of persons who may occupy a manor is equal to the number of approved bedrooms, plus one.

Manor assessments

Monthly carrying charges (assessments) provide for the occupancy of no more than two persons. An additional monthly assessment, as established by the housing corporation, is charged for each additional occupant.

Identification cards

Resident identification cards are issued to all approved residents of the community. Cards are the property of the Golden Rain Foundation (GRF) and must be returned at the termination of residency. Replacements will be issued subject to the fee established by GRF. Resident ID cards are not issued to nonresident owners.

Escrow number:

Third Mutual Members Who Hold More Than One Membership

You have applied for membership in Third Mutual, a nonprofit mutual benefit corporation that is governed by California Civil Code, corporate governing documents and operating rules.

Effective June 21, 2016, the Third Mutual Board of Directors adopted Resolution 03-16-61 limiting the number of units that a member may live in or lease or make available for lease to two units.

A member who owns memberships in excess of three, which were leased or available for lease on June 21, 2016, shall be grandfathered. However, no additional memberships can be purchased and, at such time as an excess membership is sold, that individual will be prohibited from purchasing additional memberships.

Any member who holds more than one membership in Third Mutual and wishes to apply for an additional membership is required to sign this acknowledgement form, affirming his/her compliance with Resolution 03-16-61, and submit it to Community Services along with the membership application package.

I hereby acknowledge that the manor I wish to purchase may not be eligible for occupancy under the terms of Resolution 03-16-61.

| | | Last name (Print) | First name (Print) | Signature |
|---|--|-------------------|--------------------|-----------|
| 1 | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Mrs. | | | |
| 2 | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Mrs. | | | |
| 3 | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Mrs. | | | |
| 4 | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Mrs. | | | |
| 5 | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Mrs. | | | |
| 6 | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Mrs. | | | |

Attention real estate agents and escrow officers:

For verification of the number of memberships held, the applicant may email Resales at ResalesRequirements@vmsinc.org or 949-268-2011



Trust Facilities Fee

Manor number

As trustee of the Golden Rain Foundation (GRF) of Laguna Hills Trust, the GRF Board of Directors is required to preserve and protect the recreational and other amenities available to all residents of Laguna Woods Village. Effective January 1, 2019, all purchases of a separate interest in Third Laguna Hills Mutual (condo), United Laguna Woods Mutual (cooperative) and Mutual Fifty (condo) must include collection of a trust facilities fee in the amount of \$5,000 per transaction as an obligation of the purchaser.

Choose one option of payment below.

Payment
option 1:

☐

I/we agree to pay at the time of closing of escrow the trust facilities fee in the amount of \$5,000.

Payment
option 2:

☐

I/we agree to pay over a period not to exceed seven years (84 months) the trust facilities fee in the amount of \$5,000 plus additional fees that result in a total principal amount of \$5,300 plus interest at 12 percent per annum.

| 1 Name (Print) * | Signature | Date |
|------------------|-----------|------|
| | | |
| 2 Name (Print) | Signature | Date |
| | | |
| 3 Name (Print) | Signature | Date |
| | | |
| 4 Name (Print) | Signature | Date |
| | | |

* If payment option 2 is selected, the first owner/member name must reflect the person to whom the billing statement for the trust facilities fee will be mailed.



Promissory Note

Rev 11/6/18

Principal amount: \$5,300

Manor number: _____

Principal amount w/interest: \$7,858.89

Date: _____

Recitals

For value received, the undersigned payor(s), _____, promises to pay to the order of Golden Rain Foundation of Laguna Woods, a California nonprofit mutual benefit corporation (payee), at 24351 El Toro Road, Laguna Woods, CA 92637, Attention: Accounts Receivable (or through a direct debit or similar ACH debit, if available), at the times and on the terms specified in this promissory note (note), the sum of \$5,300 (principal), together with interest thereon at the rate of 12 percent per annum (but in any event not to exceed the maximum rate permitted by law) (interest), as payment of the \$5,000 facilities fee, and one-time origination fee of \$300, plus interest, all fully amortized over the seven-year term, as further set forth below. Payor(s) acknowledges that payor(s) has been given the opportunity to pay the \$5,000 facilities fee all at once at the time of transfer, and so to avoid paying the interest and the nonrefundable origination fee, but that payor(s) has instead elected to enter into the seven-year payment plan, as authorized by California law, and to pay in accordance with all terms and conditions in this note.

1. **Promise to pay.** The principal and interest shall be amortized over a period of seven years, and all due and payable in seven years, with 84 consecutive monthly payments of \$93.56 each. The first monthly payment shall be made on _____, 20____, and subsequent monthly payments shall be paid on or before the first day of each succeeding calendar month.
2. **Late charge.** Payor(s) agrees that in the event that any payment due hereunder is in default for more than 10 days, it would be extremely difficult to fix the actual damages resulting to payee. Therefore, payor(s) agrees to pay to payee the sum of \$10 upon each such default, as liquidated damages and not as a penalty, to compensate the payee for the expenses of administering the default.
3. **Prepayment.** The payor(s) of this note may, at their option, repay the amount due in whole prior to maturity date without penalty. Repayment of principal in its entirety prior to maturity date shall eliminate future interest and will fulfill the debt obligation. Payments received in excess of monthly note installment shall be applied to future note installments and not an accelerated reduction of principal.
4. **Acceleration.** The holder of this note may, at its option, accelerate the maturity of all payments to become due hereunder upon the occurrence of any of the following events, in which event the unpaid balance of this note shall become immediately due and payable without demand, presentment or notice, all of which are hereby expressly waived, and the holder may pursue collection through small claims court or initiate any other appropriate legal proceeding to collect the outstanding amount owed under this note:

(a) Failure to make any two consecutive payments when due, (b) insolvency of payor(s), or filing by or against payor(s) of a petition of bankruptcy, either voluntary or involuntary, (c) if payor(s) sells his or her unit, or if payor(s) dies, then the remaining outstanding balance of principal hereunder at that time shall be due and payable in one lump sum and upon such payment, this note shall be deemed paid in full.

Promissory Note continued on next page

Promissory Note Continued

5. **Release.** In consideration of full payment by the payor(s), as set out in the terms of the promissory note hereof, the holder of this note will furnish the payor(s), at the request of the payor(s), a written release of Promissory Note acknowledging the fulfillment of their debt obligation.
6. **Attorney's fees, governing law.** In the event of any controversy or dispute arising from nonpayment of this note, the prevailing party shall be entitled to recover from the nonprevailing party or parties reasonable expenses including, without limitation, attorneys' fees and costs actually incurred. This note shall be governed by and construed in accordance with, and all disputes hereunder shall be governed by, the internal laws of the State of California. This note shall be binding on the payor(s) successors and assigns.

In witness whereof, payor(s) has executed this note as of the date first written above.

| 1 Name (Print) | Signature | Date |
|----------------|-----------|------|
| | | |
| 2 Name (Print) | Signature | Date |
| | | |
| 3 Name (Print) | Signature | Date |
| | | |

Financial Statement and Credit Information

Please type or print using black ink

Manor number: _____

| | | | | | | |
|--|-------------|-----|------------------------|--|--|--------------------------|
| The corporation may elect to obtain applicant's credit history from a national credit reporting bureau. In accordance with the bylaws, and Occupancy Agreement, as applicable to cooperative membership, I/We provide the following information: | | | | | | |
| Applicant name | | Age | Social security number | | Marital status: <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed | |
| 1. | | | | | | |
| 2. | | | | | Marital status: <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed | |
| Present address, city | | | State | Zip | <input type="checkbox"/> Own <input type="checkbox"/> Rent | Years Monthly payment |
| 1. | | | | | | |
| 2. | | | | | <input type="checkbox"/> Own <input type="checkbox"/> Rent | |
| Purchase information | | | | | | |
| 1. Purchase | | \$ | | 6. Financing? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| 2. Down payment | | -- | | 6a. Lender's name | | |
| 3. Loan amount | | -- | | 6b. Monthly loan payment | | |
| 4. Balance due at close of escrow | | \$ | | 7. Minimum monthly assessment | | |
| 5. Balance to be paid from: <input type="checkbox"/> Sale of home <input type="checkbox"/> Assets <input type="checkbox"/> Other | | | | 8. Total monthly payment | | |
| Annual income after purchase of stock certificate for unit – attach verifications | | | | | | |
| | Applicant 1 | | Applicant 2 | | Total | |
| A. Salary and wages | \$ | | \$ | | \$ | |
| B. Social security/SSI | | | | | | |
| C. Pension 1 | | | | | | |
| D. Pension 2 | | | | | | |
| E. Rental income (net) | | | | | | |
| F. Annuities/IRAs | | | | | | |
| G. Dividends and interest | | | | | | |
| H. Trust deeds – interest earned | | | | | | |
| I. Private business ** | | | | | | |
| J. Trust income | | | | | | |
| K. Disability compensation | | | | | | |
| L. Other | | | | | | |
| Totals | \$ | | \$ | | \$ | |
| ** Note: An applicant who derives principal income from a personal business must attach a current balance sheet and operating statement. | | | | | | |

Financial Assets

Please provide verification of annual income and assets with this form. You must submit copies of a current, signed federal income tax return; and copies of recent bank statements, investment statements, paycheck stubs or any other documentation which will verify the information you have provided in this financial statement.

| | | | | | |
|--------------------------------|---|----------------|-----------------|---------------|------------------|
| Life insurance | Premiums/Year | Total in force | Policy loans | | Net cash value |
| | | | \$ | | \$ |
| Bank accounts | Bank name | Address/Branch | Account number | Account type | Account balance |
| | a. | | | | \$ |
| | b. | | | | \$ |
| | c. | | | | \$ |
| Residential property | Address | City, State | Annual payments | Balance owing | Estimated equity |
| | a. | | \$ | \$ | \$ |
| | b. | | \$ | \$ | \$ |
| Income property | Address | City, State | Net income/Year | Balance owing | Estimated equity |
| | a. | | \$ | \$ | \$ |
| | b. | | \$ | \$ | \$ |
| Stocks, bonds | Companies, shares, (attach schedule if necessary) | | | | Market value |
| | | | | | \$ |
| Certificates of deposit | Institutions (attach schedule if necessary) | | | | Market value |
| | | | | | \$ |
| Government bonds | Issuing agency (attach schedule if needed) | | | | Maturity value |
| | | | | | \$ |
| Other assets | Attach schedule | | | | Market value |
| | | | | | \$ |
| Total asset value | | | | | \$ |
| Less: Purchase price | | | | | \$ |
| Net asset value after purchase | | | | | \$ |

I (we) swear, under penalty of perjury, that the information provided in this financial statement and the supporting documents are true.

| | | |
|----------------|-----------|------|
| 1 Name (Print) | Signature | Date |
| | | |
| 2 Name (Print) | Signature | Date |
| | | |

RESOLUTION 03-18-131
Guidelines For Financial Qualifications

WHEREAS, Third Laguna Hills Mutual (“Mutual”), acting through its Board of Directors (“Board”), previously adopted operating rules concerning financial qualifications pursuant to the following Board resolutions:

1. Administrative Guidelines for Financial Qualification (Res. No. 03-05-17);
2. Financial Guarantor (Res. No. M3-91-38); and
3. Financial Qualifications Policy (Res. No. 03-16-95).

WHEREAS, the forgoing operating rules are collectively referred to herein as the “Financial Resolutions”.

WHEREAS, it is in the Mutual’s best interests to protect and preserve its financial integrity, ensure consistency among the provisions of its governing documents (including without limitation, the Financial Resolutions), and promote the uniform application of the provisions of said governing documents.

NOW, THEREFORE BE IT RESOLVED, on August 21, 2018, that the Board hereby adopts, and the Financial Resolutions are hereby superseded by, the Guidelines for Financial Qualifications set forth below.

GUIDELINES FOR FINANCIAL QUALIFICATIONS

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

I. General Application Requirements.

- a. As a condition of approval, each Applicant must submit to the Mutual an Application with **all** of the following documentation provided in a form satisfactory to the Board:
 1. A federal income tax return for the most recent year that is signed, dated, and includes Schedules A, B and E, as applicable, as well as any other financial verification documents requested by the Board. By way of example, but without limitation, other verification documents may be required if any Applicant derives income from a business owned by the Applicant (personally or through a legal entity), in which case the applicable business tax schedule and profit and loss statement may also be required.

2. Net worth verification pursuant to Section II of these Guidelines.
 3. Income verification pursuant to Section III of these Guidelines.
 4. A completed Financial Statement and Credit Information form.
 5. Verification of the Applicant's identity, which must be a natural person, or a designated individual acting on behalf of a corporation, LLC or Trust.
 6. If the Applicant desires to have a Guarantor to enable the Applicant to Qualify to purchase a unit (as defined below), all documents required pursuant to Section IV of these Guidelines shall also apply to the Guarantor.
 7. If the Applicant desires to purchase more than one (1) unit or already owns at least one (1) unit at the Mutual, all documents required pursuant to Section IV of these Guidelines shall be required for each unit application.
- b. The Board may deny any Application that does not include **all** of the documentation required herein, in a form consistent with these Guidelines and satisfactory to the Board, except as otherwise required by law.
 - c. Any Application (including, without limitation, any document submitted in connection with said Application) that contains false or misleading information will be denied. If an Application was approved and it is later determined that such Application contained false or misleading information and if escrow had not closed by the time such discovery was made the Board may immediately withdraw its approval without the Mutual suffering any liability whatsoever. If escrow, as referenced immediately above, has already closed when the discovery of the false and misleading documentation is discovered, the Applicant will be deemed an owner, not in good standing and will, after a noticed hearing before the Board, be denied the owner's amenity rights, held by an owner in the Mutual, unless such rights are suspended by the Board of Directors.
 - d. Notwithstanding anything to the contrary contained herein, if more than one (1) Applicant will acquire an ownership interest or reside in any single unit, such Applicants' income and net worth may, in the Board's sole reasonable discretion, be calculated collectively.

II. Net Worth Requirements.

- e. As a condition of approval, each Applicant shall submit satisfactory verification of net worth that is greater than or equal to the *sum* of the purchase price of the unit *plus* one hundred twenty-five thousand dollars (\$125,000) in acceptable assets. NOTE: Applicants owning other properties having mortgage obligations shall provide satisfactory evidence of additional assets sufficient to offset the total mortgage balance(s).
- f. When computing net worth for the purposes of this Section, acceptable assets shall be limited to those assets that are considered, in the Board's sole discretion, to be liquid,

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marketable or income producing. Examples of acceptable assets include, without limitation, the following:

1. Equity in residential and income real estate.
2. Savings accounts in banks and credit unions.
3. Cash value life insurance.
4. Certificates of deposit and money market accounts.
5. IRA, SEP, 401(k), Profit Sharing and Keogh accounts.
6. Federal, state, or municipal government bonds.
7. U.S. traded investments (e.g., NYSE, Amex, OTC, Nasdaq, etc.) valued at current market prices.
8. Mortgages and promissory notes; provided that the interest in such mortgages or promissory notes is reported on the Applicant's tax return.

g. When computing net worth for the purposes of this Section, acceptable assets will **not** include, without limitation, the following:

1. Equity in mobile homes, recreational vehicles, boats, trailers, airplanes, automobiles, or other vehicles of any kind.
2. Vacant or undeveloped real estate.
3. Artwork, jewelry, or other collectibles (e.g., coins, dolls, stamps, etc.).
4. Term life insurance.
5. Annuity funds that cannot be withdrawn in lump sum.
6. Anticipated bequests, devises or inheritances.
7. Mortgages and promissory notes where the interest in such mortgages or promissory notes is **not** reported on the Applicant's tax return.

III. Income Requirements.

- h.** As a condition of approval, each Applicant shall submit satisfactory verification of annual income that is greater than or equal to the *sum* of the total of the unit's annual mortgage payment *plus* forty-five thousand dollars (\$45,000) per year.

- i. Traditional retirement account assets (e.g., 401K, ERISA, IRA, Profit Sharing, etc.) will be considered as a source of annual income in accordance with this subsection. For the purposes of the income verification requirement pursuant to subsection (a) above, the portion of an Applicant's traditional retirement account assets attributable to said Applicant's annual income shall be deemed to be the greater of the following:
 - 1. The mandatory annual distributions for the Applicant's retirement accounts; or
 - 2. The total amount of the Applicant's retirement accounts *multiplied* by eighty percent (80%), and then *dividing* this product by twenty-five (25) years, as follows:
$$\text{Attributable Income} = (\text{Total Retirement Account Assets} \times 80\%) \div 25$$
- j. Examples of acceptable income verifications include, without limitation, the following:
 - 1. Federal tax returns from the most recent year.
 - 2. W-2 forms or paycheck stubs.
 - 3. Bank, credit union, or investment account statements.
 - 4. Letters from bankers with verifiable first-hand knowledge of the Applicant's finances.
 - 5. Notices of annuities and social security payments.
 - 6. Credit reports.
- d. Examples of **unacceptable** income verifications include, without limitation, the following:
 - 1. Letters from employers, accountants, enrolled agents, investment counselors, or attorneys.
 - 2. Any income not reported on federal income tax returns.

IV. Guarantors.

- k. In the event any Applicant is unable to satisfy the financial requirements set forth in the Mutual's governing documents (including, without limitation, these Guidelines), the Board may permit said Applicant to have a financial guarantor in accordance with this Section IV ("Guarantor").
- l. Each Applicant supported by a Guarantor shall submit proof that their primary residence is located in California, USA and satisfactory verification of a net worth of at least one hundred twenty-five thousand dollars (\$125,000) in acceptable assets, notwithstanding

the requirements of Section II and Section III of these Guidelines.

- m. Each Guarantor shall enter into an agreement with the Mutual to become financially responsible, jointly and severally, for all expenses associated with the Applicant's ownership, residency and/or membership at the Mutual ("Assessment/Charges Guarantor Obligation Form"). A Assessment/Charges Guarantor Obligation Form is attached hereto as Exhibit "A" and incorporated in its entirety herein by this reference as if fully set forth in these Guidelines.
- n. Each Guarantor shall submit **all** of the following documentation in a form satisfactory to the Board:
 - 1. A fully executed and completed Assessment/Charges Guarantor Obligation Form.
 - 2. Proof that the Guarantor's primary residence is located in California, USA.
 - 3. Verification of net worth equal to the *sum* of the purchase price of the unit *plus* two hundred thousand dollars (\$200,000) in acceptable assets.
 - 4. Verification that the Guarantor's annual income is greater than or equal to the *sum* of the total of the unit's annual mortgage payment *plus* \$150,000 per year.
 - 5. A credit report.
- o. The Board may withhold its approval of any Guarantor for, without limitation, any the following reasons:
 - 1. A Guarantor or Applicant fails to provide **all** of the documentation as required by subsection (d), above, in a form consistent with these Guidelines and satisfactory to the Board.
 - 2. A Guarantor is subject to a bankruptcy proceeding that is pending or has not been discharged.
 - 3. Any foreclosure or short sale of any property owned by the Guarantor.
 - 4. Any outstanding balances, collection accounts, or judgments owed by the Guarantor.
 - 5. A Guarantor's credit score is lower than 680.
 - 6. A Guarantor resides in a primary residence outside of the State of California.
 - 7. A Guarantor's bank is located outside of the State of California.

8. A Guarantor already guarantees (1) one or more units within Laguna Woods Village.
 9. A Guarantor provides any false or misleading information to the Board.
 10. Any other reasonable grounds that call into question a Guarantor's financial ability or fitness to serve in this capacity on an Applicant's behalf.
- p. Each Guarantor's assurances shall only apply to the Applicant(s) and unit expressly identified on the Assessment/Charges Guarantor Obligation Form. No Guarantor's assurances may be transferred to any other Applicant or unit.

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

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

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

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

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

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

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

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

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

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

July Initial Notification

30-Day notification to comply with Civil Code §4360 has been satisfied.

Third Laguna Hills Mutual
Guidelines For Financial Qualifications (Adopted
August 21, 2018) & Guarantor Res 03-20-71
dated September 15, 2020 Page 7 of 10

EXHIBIT "A"

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

ASSESSMENT/CHARGES GUARANTOR OBLIGATION FORM

A. The Parties

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

Property Address: _____ (the "Property")

Guarantor: _____ ("Guarantor")

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

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

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

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

E. Enforcement.

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

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

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

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

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

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

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

Realtor Information for Prospective Purchases in Third Laguna Hills Mutual

- Third Laguna Hills Mutual in Laguna Woods Village is a condominium, a type of common interest development in which the land and the amenities are owned in common with other owners/members. While providing a tremendous range of activities, there are requirements regarding residency and the opportunity to make alterations and/or additions to one's home.
- Laguna Woods Village is an age-restricted, active, independent lifestyle community with more than 200 clubs, 36 holes of golf, an equestrian center and countless additional recreational activities to enjoy. However, we do not provide assisted living. Residents who need assistance with daily living needs to hire their own caregivers.
- Every person who wishes to reside in your home, including caregivers, must have advance approval of Third Mutual prior to moving in. Guests are limited to no more than 60 days in any 12-month period and do not have to be approved. Guest stays of more than 60 days require board approval.
- The maximum number of occupants allowed to live in a unit is equal to the number of bedrooms plus one.
- You can explore all the floor plans, governing documents and descriptions of the activities and clubs available to all residents at www.lagunawoodsvillage.com.
- Alterations you plan to make to your home, or those made by a previous owner, are your financial responsibility even when the mutual performs maintenance work. An example would be reroofing on a patio cover which is a previously permitted alteration.
- New alterations may require both city and mutual permits, so before you make any decision on modifications to your unit, call the Manor Alterations Department at 949-597-4616 (in the Community Center).
- The mutual carries insurance only on the exterior of each manor, therefore you are responsible for the complete interior including cabinetry, fixtures and appliances. Consult your insurance advisor.
- Property tax bills for your condominium will come directly to your from the Orange County Tax Assessor.
- Community budgets are developed annually and, due to rising costs, can be expected to increase to some degree, affecting your monthly assessments. A history of assessments can be provided.

Enjoying Your Life in Third Laguna Hills Mutual A Condominium in Laguna Woods Village

Before closing escrow the following addresses some points about which Third Mutual wanted to make certain you are aware. Please read and initial each of the points below and feel free to ask further questions of your realtor.

- _____ I understand this is a common interest development with rules and regulations regarding residency and alterations to my unit.
- _____ I am aware that assisted living is not provided and should I require help, I will need to hire my own caregiver and register that person with the mutual.
- _____ I am aware of the rules regarding maximum number of occupants, that guests may stay for no more than 60 days in any 12-month period and that guests may not stay in a resident's home if the resident is absent.
- _____ I am aware I may need to obtain city and community permits before starting any alterations to my unit, and I will be financially responsible for the maintenance of any alterations to my manor, even when the mutual performs the work.
- _____ I am aware the mutual insures only the exterior walls of my unit, and I am aware I will need to seek advice from my own insurance agent regarding condominium insurance for my personal possessions, all things inside the manor and any exterior upgrades or alterations that exist in my home.
- _____ I am aware that I will be billed for my real estate taxes from the Orange County Tax Assessor and that my monthly assessments may increase annually.
- _____ I understand that the mutual endeavors to maintain affordability, but the cost of living in Southern California is continually changing. These costs are reviewed each year and monthly assessments are adjusted accordingly to maintain and enhance the community.
- _____ I have read and I understand the Last-Minute Reminders on the following page.

Print name of buyer

Print name of buyer

Signature of buyer

Date

Signature of buyer

Date

Last-Minute Reminders

1. Have your manor thoroughly inspected (including exterior and interior alterations) by an independent, third-party home inspector before you close escrow.
2. Your lender or their attorneys may request a letter regarding any pending litigation involving the mutual. Information is available on the Community website www.lagunawoodsvillage.com.
3. You are purchasing a condominium which is governed by Third Laguna Hills Mutual. Their monthly board and any special meetings are televised on the Village Media Communications Broadband Services channels 6, 406, 6.1 or 43.3. You are encouraged to attend in person where you may speak on any issue of personal concern during member comments.
4. If you plan to rent your unit, your tenant will need renter's insurance to be fully protected.
5. You and/or your tenant are encouraged to attend a new resident's orientation meeting.
6. All cars, trucks, RVs, golf cars, golf carts and electric personal assistive mobility devices must be registered and any fees paid for the required community permits.
7. Gate Ambassadors control entry to the community. For guests, vendors and private contractors, you are required to call the gate entry system, providing your name, ID and the name of the person who will be coming to your manor. For family or friends who will be visiting repeatedly, free annual guest passes are available at the Community Center Service Desk.
8. Traffic rules are enforced by our Security Division, which also responds to calls for assistance. For fire, police and all health emergencies call 911.
9. Balconies, patios, walkways and carports must be kept free of clutter, both for appearance and safety. A city fire safety ordinance requires a specific amount of cleared space in common areas and smoke detectors in all bedrooms. Fire codes are being updated and there may be future requirements.
10. When moving into a three-story building please contact Security a week before your move in date to arrange for protective elevator pads. Large cartons and boxes should be broken down and stacked next to trash dumpsters in your building, cul-de-sac trash area or at curbside for pickup if that kind of service is available to you.
11. Dogs must be on a leash when being walked in the Community. Coyotes are seen from time to time and small pets should be kept inside for their protection.
12. Parking in Laguna Woods Village is limited. Carports and garages should be used for cars, not storage.
13. Our goals are to have a green community. We ask that you join our recycling efforts.

**The Third Mutual Board of Directors would like to welcome you to
Laguna Woods Village—an extraordinary place in which to live and enjoy!**

Key File Program

Resident Services maintains keys to units within the Community for the convenience of Laguna Woods Village Residents. Participation in the key file program is completely voluntary and is not a requirement, but it is highly recommended.*Keys maintained in this program are secured. Owners/Members are encouraged to participate in this program.

The program is available:

1. Should an emergency maintenance repair be required during a Resident's absence, access can be made to the unit to effect repairs.
2. An approved Resident can obtain the key(s) to the unit to gain access when they have misplaced or otherwise cannot locate their keys.

Any emergency access keys that the seller submitted to Laguna Woods Village are returned during the resale process.

To submit keys for your unit into the key file program, please visit:

**Laguna Woods Village – Community Center
Resident Services Dept.
24351 El Toro Road
Laguna Woods, CA 92637**

*Alternatively, leave a key with a trusted neighbor and inform Village Security.

Important Information for Third Laguna Hills Mutual

Manor address

Please read carefully.

- Initial(s)
- ☐ ☐ Laguna Woods Village is an independent-lifestyle and age-restricted community (as defined by California Civil Code §51.3) that does not provide any form of healthcare or assisted living. Each resident is responsible for his/her own care and welfare.
- ☐ ☐ Appearance of the Community is important, and residents are required to keep their balconies, patios, walkways and carports free from clutter.
- ☐ ☐ When moving into the Community, residents are asked to break down and stack moving boxes next to trash dumpsters or at curbside for routine pickup. Please be advised that there are weight and volume restrictions. A call to Resident Services 949-597-4600 can arrange to have excessive moving material hauled away as a chargeable service.
- ☐ ☐ Owners are required to check with the Manor Alterations Department before making any structural or landscape alteration. Contact the Manor Alterations Department at 949-597-4616.

Please note the following residency restrictions:

- ☐ ☐ Relatives and other guests may stay overnight for a total of 60 days in any 12-month period. Relatives and guests may not stay in a resident's home during the absence of the resident.
- ☐ ☐ Board approval is required for all persons wishing to reside in the Community. Contact Community Services at 949-268-2393 before any change in residency status.
- ☐ ☐ The maximum number of persons allowed to occupy a manor is equal to the number of original construction bedrooms plus one. There is an additional monthly fee for the third occupant.
- ☐ ☐ The use of the elevator when moving into a multistory building requires the placement of elevator protection pads, which can be requested through Security Dispatch, 949-580-1400.
- ☐ ☐ Condominium owners receive property tax notices and billings directly from the OC Tax Assessor's Office 714-834-2727. Owners are responsible for paying their own taxes.

I/we, the undersigned, have read the above and agree to comply with the rules of this Community.

| | | | |
|------------|------|------------|------|
| Signature | Date | Signature | Date |
| Print name | | Print name | |

Application for Co-occupancy Permit

Manor address

| Attach verification of valid age: Driver's license / passport / birth certificate / military ID | | | | | | |
|---|----------------|---|--|---------------------------------|---|-----------------|
| 1. | Last name | First name | MI | Social security number | Birthdate | Office use only |
| | | | | | | |
| | Home phone | Mobile phone | | Email | | |
| | | | | | | |
| | Marital Status | <input type="checkbox"/> Married <input type="checkbox"/> Divorced | <input type="checkbox"/> Widowed <input type="checkbox"/> Separated | <input type="checkbox"/> Single | If under 45 years of age, indicate if spouse/registered domestic partner <input type="checkbox"/> | |

| 2. | Last name | First name | MI | Social security number | Birthdate | Office use only |
|----------------------------------|----------------|---|--|---------------------------------|---|-----------------|
| | | | | | | |
| | Home phone | Mobile phone | | Email | | |
| | | | | | | |
| | Marital Status | <input type="checkbox"/> Married <input type="checkbox"/> Divorced | <input type="checkbox"/> Widowed <input type="checkbox"/> Separated | <input type="checkbox"/> Single | If under 45 years of age, indicate if spouse/registered domestic partner <input type="checkbox"/> | |
| Applicant relationship to member | | Previous address | | City | State | Zip |
| In case of emergency, notify | | Relationship to applicant | Address | | Telephone number | |

Member/Co-occupant acknowledgements

We hereby apply for approval for the applicant to reside in the unit identified above as a nonmember occupant and affirm that the information provided herein is accurate to the best of our knowledge. We have read the terms and conditions for such occupancy on the reverse side of this application and agree to be bound by the terms therein. We have received a copy of the notice informing us of the possible existence of asbestos in certain buildings.

We swear, under penalty of perjury, that there will not be a landlord-tenant relationship between member and occupant, and that no rents will be paid or collected during the duration of applicant's occupancy, unless a lease is executed through the Golden Rain Foundation (GRF) leasing office.

| | | | |
|-----------------------------|-----------|------|---|
| 1. Co-occupant name (print) | Signature | Date | |
| 2. Co-occupant name (print) | Signature | Date | |
| 3. Member name (print) | Signature | Date | To reside? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 4. Member name (print) | Signature | Date | To reside? <input type="checkbox"/> Yes <input type="checkbox"/> No |

Community Services Dept. use only

Floorplan _____ No. bedrooms _____ No. of persons residing if permit is approved _____

ID card fees to be collected: \$ _____ ☐ Exempt (spouse/domestic partner status verified)

If applicant is under 55 years of age, indicate if qualifying resident has been verified. ☐ Yes ☐ No

Does the approval of this application exceed the number of persons permitted to occupy this unit? ☐ Yes ☐ No

Verified by: _____ Occupant's phone number _____

Action by mutual board of directors

| Application denied | Application approved |
|---|---|
| The board of directors of this mutual corporation has reviewed this application. Based on the information provided, the application is denied. | The board of directors of this mutual corporation has reviewed this application. Based on the information provided, the application is approved. |
| Signature | Signature |
| Signature | Signature |
| Signature | Signature |
| Date | Date |

Application for Co-occupancy Permit – Page 2

| Primary rules governing occupancy – Third Laguna Hills Mutual | |
|--|---|
| <p>The parties to this agreement are the mutual corporation, hereinafter referred to as “the mutual”; the member, hereinafter referred to as “member,” and whose signature appears on the reverse side of this application; and the applicant(s) for occupancy, hereinafter referred to as “co-occupant,” and whose signature appears on the reverse side of this application. In consideration of their mutual undertakings, the parties hereto agree as follows:</p> | |
| 1. | Co-occupant shall be entitled to occupy the unit indicated on the reverse side of this application. |
| 2. | Co-occupant and member affirm their intent that the co-occupant will reside in this unit and that occupant is 45 years of age or older, or is the spouse or registered domestic partner of the qualifying resident. |
| 3. | Co-occupant shall be entitled to the use and enjoyment of the facilities and services provided by the Golden Rain Foundation on the same basis as members of the foundation, but will have neither ownership nor voting rights in the foundation or any mutual. |
| 4. | Member shall be responsible for the conduct and deportment of the co-occupant. |
| 5. | Co-occupant shall be subject to the same rules, regulations and restrictions that are applicable to the member, except with respect to payment of carrying charges. If co-occupant ever shall become the legal or equitable owner of the membership, co-occupant will apply for membership in the mutual in the form generally used by the mutual and will pay all amounts due pursuant to the CC&R's. |
| 6. | Member and co-occupant shall be equally responsible for payment of any charges incurred by co-occupant in respect to service provided by Golden Rain Foundation or the mutual. |
| 7. | Member agrees to pay to the mutual an additional sum each month for each occupant of the unit in excess of two, at the rate prescribed by the mutual and/or GRF. |
| 8. | Members shall be responsible for canceling the co-occupancy status and returning co-occupant's ID card and vehicle decal when occupant ceases to reside in the unit. |
| 9. | Any party may terminate this agreement at any time upon 30 days written notice to the other parties to this agreement. |
| 10. | In order to induce mutual to execute this agreement, the other parties agree that they have no rights against mutual as a direct or indirect result of the execution of this agreement, and in the event that there are any expenses incurred by the mutual to enforce the terms of this agreement, or to remove or take other action, or to defend any action relative to member or co-occupant, as a direct or indirect result of this agreement, member and co-occupant agree to hold the mutual harmless from and to pay all costs or expenses incurred by mutual, including, but not limited to, attorney's fees, court costs or related expenses. |
| 11. | Co-occupant(s) affirm that they have not been convicted of a felony within the past 20 years, nor a misdemeanor involving moral turpitude within the past five years. |
| 12. | Guests may stay a maximum of 60 days per year, and only while the qualifying senior resident is in residence. |

| Notice to members and applicants | |
|---|--|
| <p>Approval of this application by the mutual, in and of itself, does not confer any right on the co-occupant other than the revocable right to occupy the unit named on the reverse of this form. As indicated, both member and mutual generally have the right to terminate occupant status at any time, without cause, provided, however, that Section 51.3 of the California Civil Code may be interpreted to inhibit this right of termination in certain circumstances.</p> | |

Declaration Regarding Criminal Record

Each nonmember occupant is required to sign a separate Declaration Regarding Criminal Record.

The following representations are made pursuant to Section 2 (c) of the Covenants, Conditions and Restrictions (CC&Rs) of Third Laguna Hills Mutual.

To: Third Laguna Hills Mutual

The undersigned hereby states:

1. I have not been convicted of a felony within the last 20 years.
2. I have not been convicted of a misdemeanor involving moral turpitude within the last five years.

Executed on _____ at _____.
Date City/State

I declare under penalty of perjury that the foregoing is true and correct.

Occupant signature

Occupant name printed

Resident ID Card(s) and Decal(s) Returned or Declaration of Loss Affidavit



Manor number _____

The undersigned hereby provides this notification to the Golden Rain Foundation that the following persons are no longer authorized occupants of the manor referenced above. Authorization for occupancy is hereby revoked effective _____.

| Check one | | Occupant name(s) | ID number(s) |
|----------------------|---------------------------|------------------|--------------|
| OWN (remove flag) | CO-OCC (delete record) | | |
| | | | |
| | | | |
| | | | |

- ☐ ID cards for the persons named are returned herewith (owner signature not required)
- ☐ ID cards were never issued. Verified by: _____ (owner signature not required)
- ☐ Decal not returned (subject to \$125 fee each)
- ☐ ID cards for the persons named are not returned (subject to \$25 fee each) because:
(check one)—owner signature required below.
 - ☐ The ID card was lost
 - ☐ The ID card was stolen
 - ☐ The ID card was taken by the occupant and not returned

Please note: These items can be turned into any gate, and a receipt can be issued.

The undersigned shall indemnify and hold the Golden Rain Foundation of Laguna Woods, the mutual and managing agent harmless from all claims, liability, loss, damage, attorney's fees and expenses of every kind arising out of any unauthorized use of said identification card.

Date

Owner signature

Occupant signature (optional)

Owner signature

Physical address: 24351 El Toro Road, Laguna Woods, CA 92637 • Phone: 949-268-2393

Mailing address: P.O. Box 2220, Laguna Hills, CA 92654-2220

Disclosure Notice: Asbestos-Containing Construction Materials



Notice

To: Employees, contractors employed by the Laguna Woods Village associations, members and prospective purchasers of dwelling units at Laguna Woods Village, Laguna Woods

From: Village Management Services Inc.

Subject: Disclosure notice: Laguna Woods Village buildings constructed with asbestos-containing construction materials

Health & Safety Code 25915.2 and 25915.5 require the mutual to provide annual notice about the existence of asbestos-containing materials (ACM) in nonresidential public buildings in the mutual to all employees and contractors performing work within said buildings, and to all members of the mutual.

In addition, the mutual is required to disclose to new owners, within 15 days of acquiring title to a unit, the existence of asbestos-containing material in nonresidential public buildings within the mutual.

Village Management Services Inc., as employer, and as agent, for the associations that own or manage the buildings at Laguna Woods Village, Laguna Woods, for their members, hereby notifies all its employees, contractors and all mutual members and transferees, that some buildings within Laguna Woods Village have been surveyed and found to contain asbestos.

The analytical method used to determine asbestos content was polarized light microscopy/dispersion staining. Since the community has an active asbestos operations and maintenance program, testing is ongoing. Because of the high cost to conduct a complete asbestos survey and analysis of all buildings, surveys are conducted only upon repair, remodel, addition to or removal of a building or part of a building suspected to contain asbestos materials, as required by labor codes. The certificates of analysis for any testing received to date are available to employees, contractors, owners and tenants and transferees for review and photocopying from the Laguna Woods Village Human Resources/Safety Office, 24351 El Toro Road, Laguna Woods, CA., between 9 a.m. and 5 p.m., Monday through Friday.

The following buildings in Laguna Woods Village, Laguna Woods, were constructed prior to 1979 and thus *may* contain asbestos in one or more construction materials: All community facilities buildings (with the exception of Clubhouse 7, the mini-gym at Clubhouse 1, the broadband services building, the Laguna Woods Village Community Center, the vehicle maintenance building, and a portion of the warehouse—all constructed after 1979), including clubhouses and outbuildings, library, maintenance warehouse building, stables, gatehouses, garden center buildings, all detached laundry buildings and residential buildings numbers 1 through 5543 inclusive.

Disclosure notice: Asbestos-containing construction materials continued on next page

Disclosure notice: Asbestos-containing construction materials continued from previous page

At the time most of the buildings in Laguna Woods Village were constructed, asbestos-containing materials met local codes as well as state and federal regulations and were extensively used in *many* building products, including but not limited to: ceiling tile, floor tile/linoleum and mastic, textured wall surfaces, sprayed acoustical ceilings, fire doors, structural fireproofing, pipe/boiler insulation, attic insulation and heating duct material/insulation.

According to the National Cancer Institute and the Environmental Protection Agency, any asbestos in these materials does not present a threat to health so long as the asbestos is not disturbed and does not become airborne.

However, because breathing asbestos has been known in some instances to cause cancer and other forms of lung disease, sanding, scraping, drilling, sawing, crushing, tearing/breaking up or otherwise disturbing asbestos-containing materials presents a potential health risk. Therefore, you are directed not to perform such tasks in areas with ACM present or suspected unless the area/materials have been tested and found not to contain asbestos or if specifically assigned or contracted to do such work and it is in accordance with all federal, state, and local laws as well as internal guidelines called for in the asbestos operations and maintenance plan and other company safety and environmental policies and procedures.

Village Management Services Inc. employees whose work orders require them to construct, repair, maintain or otherwise disturb construction materials that may contain asbestos are hereby directed to follow the current regulations and policies noted above and to wear the required protective equipment, prior to performing such work. Questions concerning instructions and equipment should be directed to the HR/Safety Supervisor at 949-597-4321.

It is illegal to place asbestos materials or debris in Laguna Woods Village trash dumpsters. Such materials must be disposed of separately in accordance with state and county regulations to avoid fines. Contact the HR/Safety Supervisor at 949-597-4321 for details.

If you become aware of any asbestos-containing material becoming damaged or otherwise disturbed, please contact Laguna Woods Village Customer Service at 949-597-4600, or the HR/Safety Supervisor at 949-597-4321.

January 1, 2016
Village Management Services Inc.

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RESOLUTION 03-21-XX
Guidelines for Financial Qualifications Policy
Net Worth Requirements

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

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

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

WHEREAS, the current Guidelines for Financial Qualifications Policy stipulate that a prospective buyer must demonstrate only the purchase price plus \$125,000 to satisfy the asset requirement; and

WHEREAS, an increasing number of prospective buyers own multiple properties with mortgage balances that exceed the value of their assets remaining after the pending purchase of a condominium in Third;

NOW, THEREFORE BE IT RESOLVED, August 17, 2021 the Board of Directors of this Corporation hereby introduces an amendment to the net worth requirements as established within the Guidelines for Financial Qualifications Policy;

RESOLVED FURTHER, that Resolution 03-18-131, adopted August 21, 2018 and Resolution 03-20-71, adopted September 15, 2020, are hereby suspended in their entirety and canceled; and

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

JULY 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.

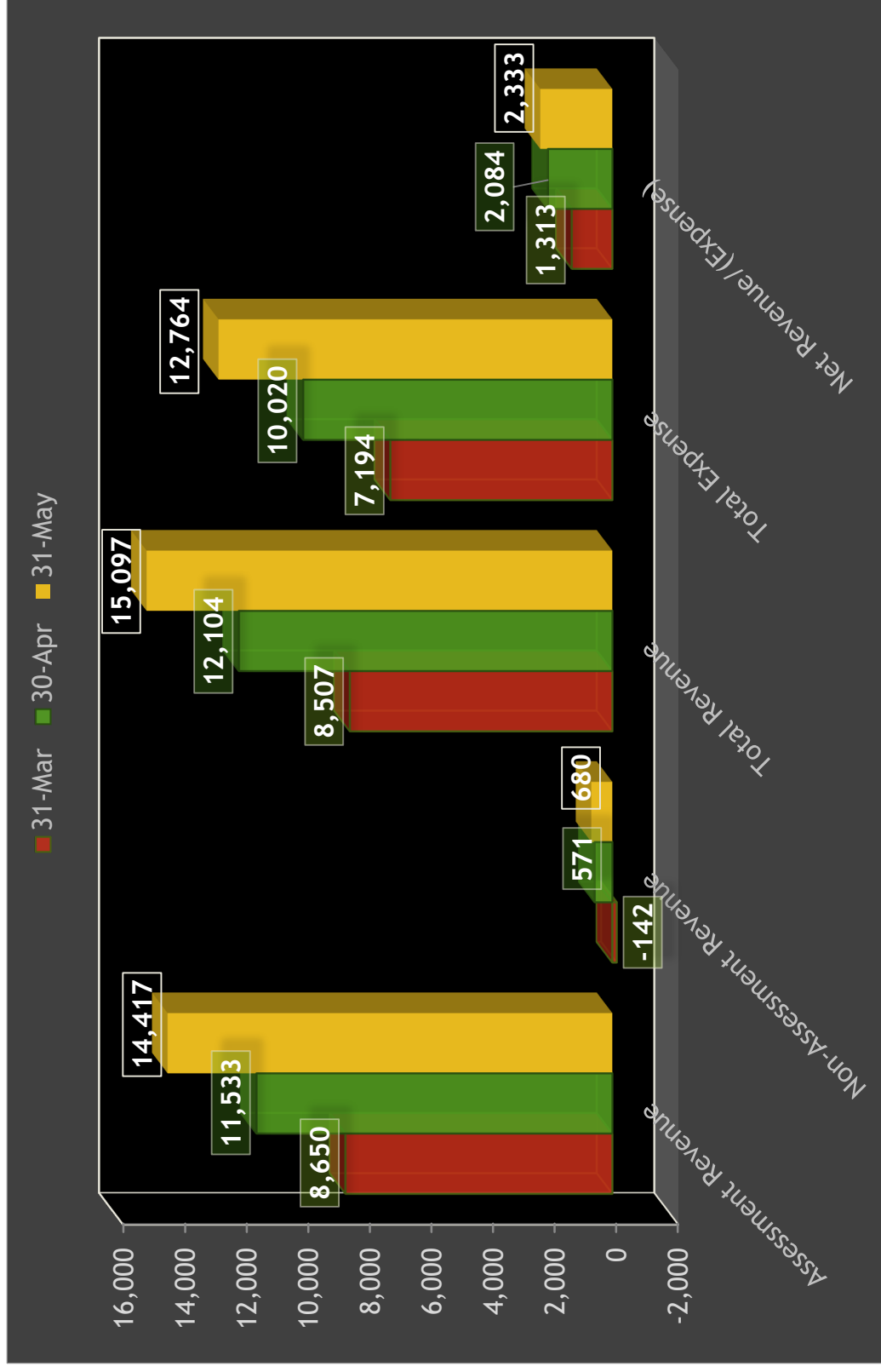
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Financial Report - May 31, 2021

- ▶ Third Laguna Hills Mutual
- ▶ Robert Mutchnick, Treasurer
- ▶ July 20, 2021

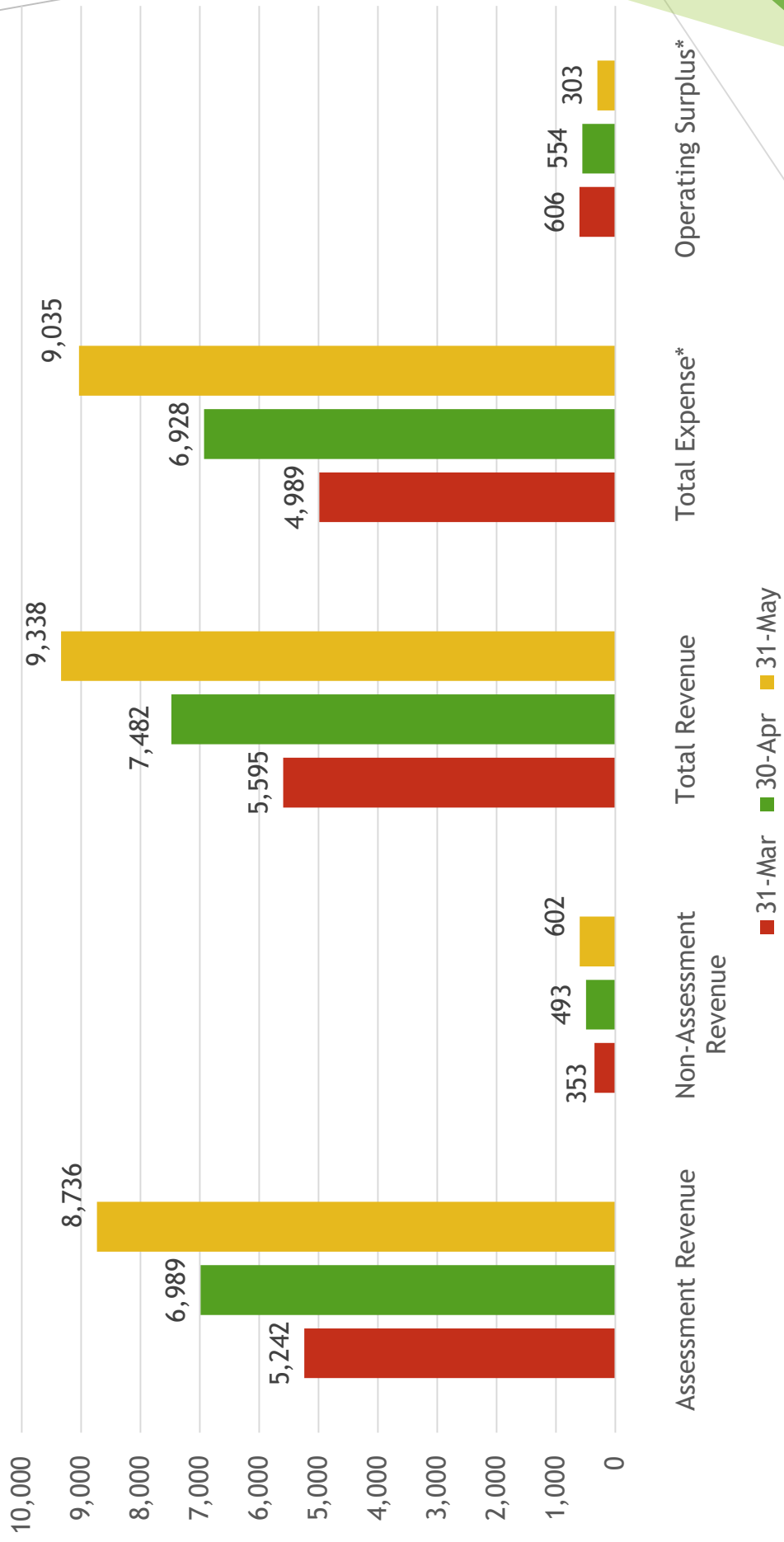
Income Statement

(In Thousands)



Income Statement - Operating Fund Only

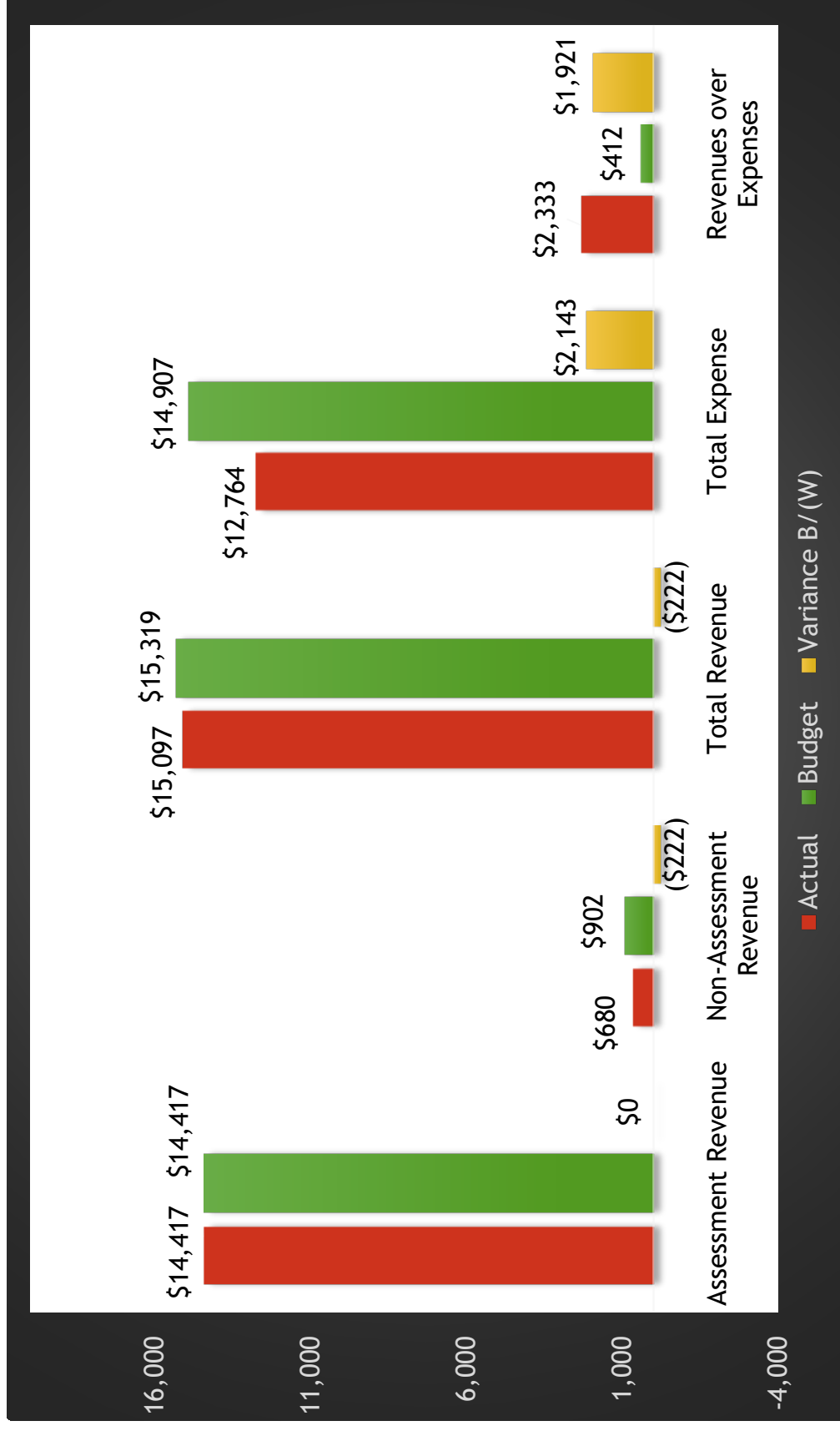
(In Thousands)



*Excludes Depreciation

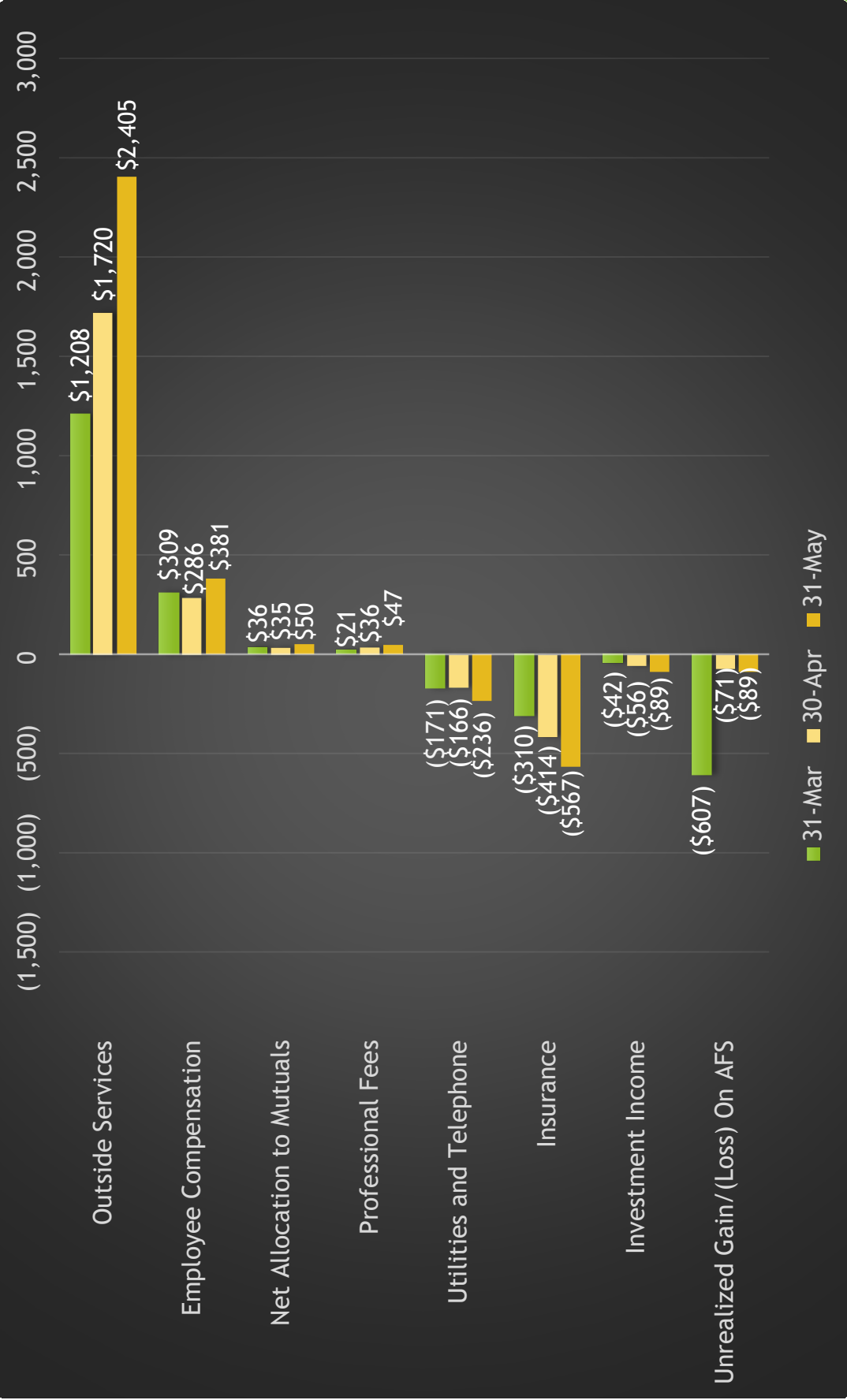
Income Statement - Actual v. Budget

(YTD 5/31/2021, In Thousands)



Selected Variances

(In Thousands)



Total Non-Assessment Revenue

April 30

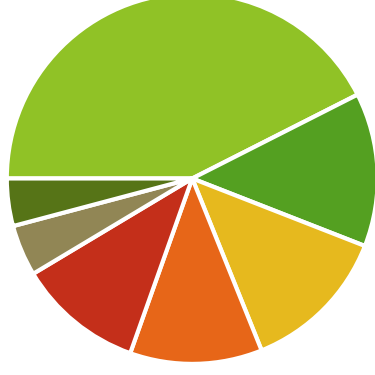
\$570,787



- 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%

May 31

\$680,120

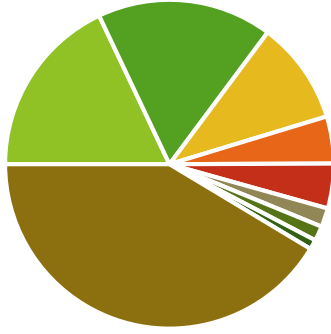


- Fees & Charges to Residents - 43%
- Lease Processing Fee - 13%
- Laundry - 13%
- Investment Income - 12%
- Resale Processing Fee - 11%
- Miscellaneous Revenue - 4%
- Golf Cart Electric Fee - 4%

Total Expenses

April 30

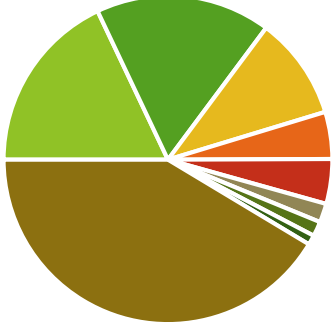
\$10,020,244



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

May 31

\$12,763,568



- Utilities & Telephone - 18%
- Insurance - 17%
- Outside Services - 11%
- Materials & Supplies - 5%
- Net Allocations to Mutuals - 4%
- Legal Fees - 2%
- Other - 1%
- Repairs & Maintenance - 1%
- Employee Comp. & Related - 41%

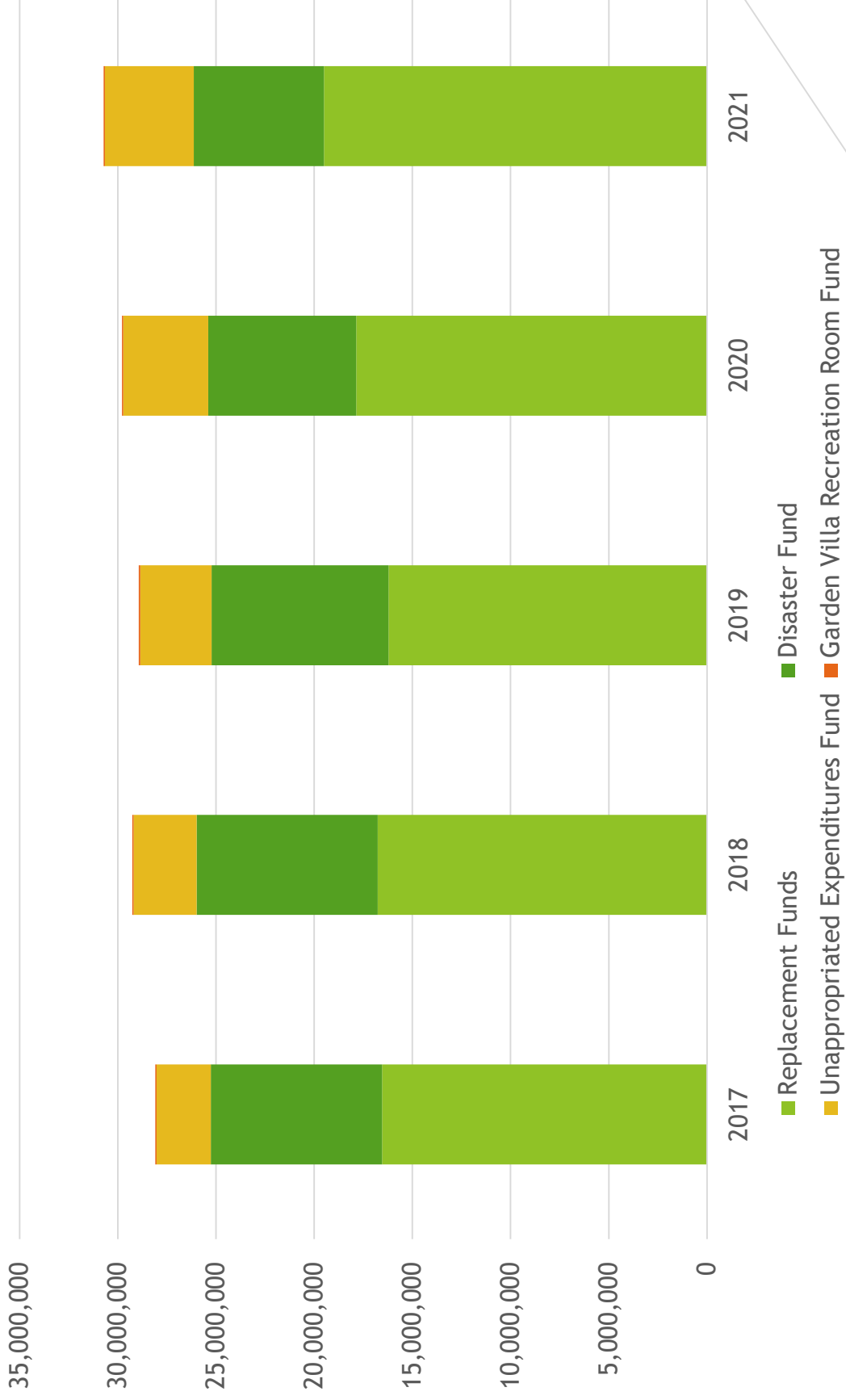
Non-Operating Fund Balances

(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 | 4,682 | 787 | 254 | 36 | 5,759 |
| Expenditures | 2,613 | 1,004 | 7 | 48 | 3,672 |
| Current Balances: 5/31/21 | \$19,506 | \$6,626 | \$4,518 | \$77 | \$30,727 |

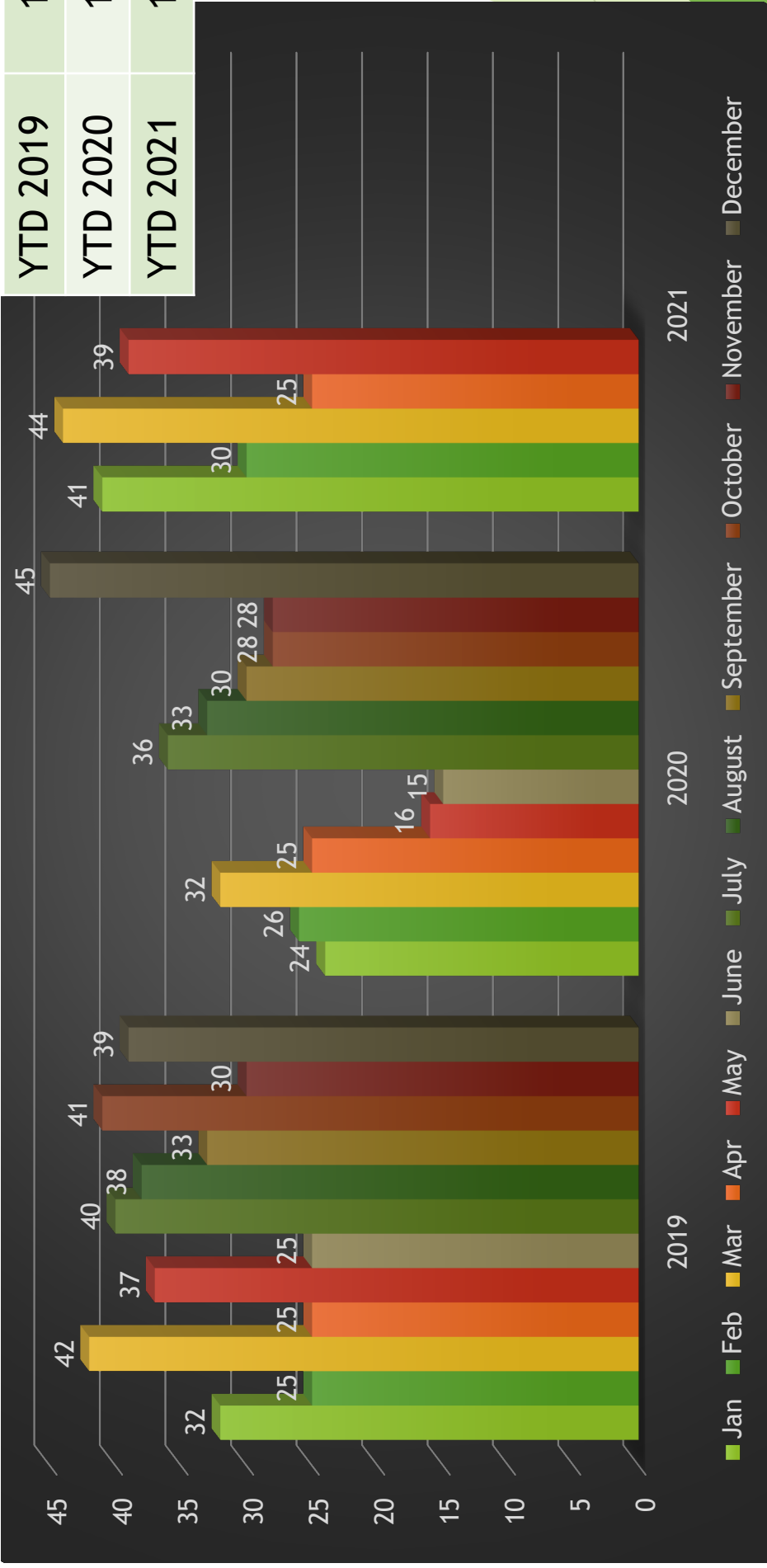
* Includes Elevator and Laundry Funds

Fund Balances - May 31



Resale History -Third Mutual

Preliminary as of May 31, 2021



| | No. of Resales | Av. Resale Price |
|----------|----------------|------------------|
| YTD 2019 | 161 | \$410,360 |
| YTD 2020 | 123 | \$420,849 |
| YTD 2021 | 179 | \$448,434 |

Third Laguna Hills Mutual
Statement of Revenues & Expenses - Preliminary
5/31/2021
(\$ IN THOUSANDS)

| | ACTUAL | CURRENT MONTH BUDGET | VARIANCE | ACTUAL | YEAR TO DATE BUDGET | VARIANCE | PRIOR YEAR ACTUAL | TOTAL BUDGET |
|--|---------|-------------------------|----------|---------|------------------------|----------|----------------------|-----------------|
| Revenues: | | | | | | | | |
| Assessments: | | | | | | | | |
| 1 Operating | \$1,747 | \$1,747 | | \$8,736 | \$8,737 | | \$8,429 | \$20,968 |
| 2 Additions to restricted funds | 1,136 | 1,136 | | 5,680 | 5,680 | | 5,390 | 13,632 |
| 3 Total assessments | 2,883 | 2,883 | | 14,417 | 14,417 | | 13,818 | 34,600 |
| Non-assessment revenues: | | | | | | | | |
| 4 Fees and charges for services to residents | 50 | 57 | (7) | 289 | 279 | 10 | 108 | 674 |
| 5 Laundry | 14 | 20 | (6) | 88 | 100 | (12) | 97 | 240 |
| 6 Investment income | 1 | 33 | (33) | 78 | 167 | (89) | 215 | 402 |
| 7 Unrealized gain/(loss) on AFS investments | | 18 | (18) | | 89 | (89) | 619 | 213 |
| 8 Miscellaneous | 45 | 53 | (9) | 224 | 267 | (43) | 226 | 640 |
| 9 Total non-assessment revenue | 109 | 181 | (72) | 680 | 902 | (222) | 1,264 | 2,170 |
| 10 Total revenue | 2,993 | 3,065 | (72) | 15,097 | 15,319 | (222) | 15,082 | 36,770 |
| Expenses: | | | | | | | | |
| 11 Employee compensation and related | 1,031 | 1,126 | 94 | 5,178 | 5,559 | 381 | 4,920 | 13,340 |
| 12 Materials and supplies | 156 | 125 | (31) | 620 | 634 | 14 | 423 | 1,526 |
| 13 Utilities and telephone | 551 | 481 | (70) | 2,351 | 2,115 | (236) | 1,916 | 5,685 |
| 14 Legal fees | 33 | 42 | 9 | 219 | 208 | (11) | 203 | 500 |
| 15 Professional fees | | 11 | 11 | 37 | 84 | 47 | 42 | 150 |
| 16 Equipment rental | 3 | 1 | (2) | 20 | 7 | (13) | 9 | 18 |
| 17 Outside services | 336 | 1,021 | 685 | 1,350 | 3,754 | 2,405 | 2,298 | 11,122 |
| 18 Repairs and maintenance | 24 | 29 | 6 | 119 | 146 | 27 | 140 | 353 |
| 19 Other Operating Expense | 14 | 15 | 1 | 49 | 82 | 33 | 48 | 192 |
| 20 Property and sales tax | 2 | | (2) | 2 | | (2) | | |
| 21 Insurance | 481 | 328 | (153) | 2,207 | 1,640 | (567) | 853 | 3,936 |
| 22 Investment expense | 4 | | (4) | 9 | 5 | (4) | 6 | 21 |
| 23 Uncollectible Accounts | (8) | | 8 | (15) | 19 | 34 | 15 | 75 |
| 24 (Gain)/loss on sale or trade | | | | 15 | | (15) | 114 | 135 |
| 25 Depreciation and amortization | 11 | 11 | | 56 | 56 | | 57 | |
| 26 Net allocation to mutuals | 105 | 120 | 15 | 546 | 596 | 50 | 586 | 1,426 |
| 27 Total expenses | 2,743 | 3,309 | 565 | 12,764 | 14,907 | 2,143 | 11,631 | 38,479 |
| 28 Excess of revenues over expenses | \$249 | (\$244) | \$494 | \$2,333 | \$412 | \$1,921 | \$3,451 | (\$1,710) |

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Statement of Revenues & Expenses - Preliminary

Variance Explanations as of May 31, 2021

SUMMARY

Third financial results were better than budget by \$1,921K as of May 31, 2021. Explanations for categories with significant variances are found below.

REVENUE

Investment Income – (\$89K) [Line 7](#)

Unfavorable variance due to less revenue being generated from Discretionary investment dividends as opposed to interest bearing Discretionary investment bonds.

Unrealized gain/(loss) on AFS Investments – (\$89K) [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 – \$381K [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. 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. To a lesser extent, Building Maintenance is favorable due to 2 open positions, recruitment is in progress.

Utilities and Telephone – (\$236K) [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 41% lower than 5-year average during the same period.

Outside Services – \$2,405K [Line 17](#)

Favorable variance is due to:

- **Building Structures – \$751K**

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 is currently processing 2021 invoices and in Q3.

- **Waste Line Remediation – \$324K**

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.



Statement of Revenues & Expenses - Preliminary

Variance Explanations as of May 31, 2021

The three-story buildings take an average of 10-12 weeks to complete. There are six three story buildings scheduled to be completed in 2021.

- **Moisture Intrusion – Plumbing Leaks – \$220K**

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.

- **Water Lines – Copper Remediation – \$200K**

Favorable variance resulted from late start due to COVID-19 restrictions. Work commenced in June and is scheduled to be completed by September.

- **Moisture Intrusion – Rain Leaks – \$123K**

Favorable variance is due to timing of invoices, Staff is currently processing 2021 invoices and in Q3.

Insurance – (\$567K) [Line 21](#)

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.



FINANCE COMMITTEE MEETING REPORT OF THE REGULAR OPEN SESSION

Tuesday, July 6, 2021 – 1:30 p.m.
Board Room/Virtual Meeting

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

MEMBERS ABSENT: Annie McCary, Debbie Dotson

STAFF PRESENT: Steve Hormuth, Jose Campos, Elizabeth Cortez, Richu Saju

Call to Order

President Parsons, called the meeting to order at 1:34 p.m.

Acknowledgement of Media

President Parsons acknowledged the media at a distance.

Approval of Meeting Agenda

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

Approval of Meeting Report for June 1, 2021

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

Advisor Hess and President Parsons inquired about the follow up items such as the breakdown of compensation accruals, Total Fund Balances report, mailbox expenses, water event, and Garden Villa correction from the June 1st meeting.

Steve Hormuth, Interim Finance Director, addressed the follow up questions by stating that the compensation accrual was looked into and it will take a significant amount of time to break them out. Additional information will be provided at a later time. The Total Fund Balance from prior year not agreeing to the opening balance of current year in the April financials was the result of the realization of unrealized gain/(loss) on investments. Mr. Hormuth commented that the presentation of the May financials in this meeting has addressed the issue. Mailbox expenses will continue to be a follow up item. Lastly, Mr. Hormuth mentioned that landscape was not anticipating a credit as a result of the water usage and expenses were as they should be.

Jose Campos, Financial Services Manager, addressed the question related to Garden Villa expenditures by stating that the information was provided to the directors. He then reaffirmed that the Garden Villa correction was made in December of 2020 and the closing balance for the Garden Villa Rec Room Fund was correct.

Chair Remarks

Director Mutchnick joined the meeting and took over as chair of the meeting. Director Mutchnick commented that he was glad to be back in the Board room and welcomed members to come in face to face for the future meetings.

Member Comments

None

Department Head Update

Mr. Hormuth provided updates on the 2022 budget, banking services, and insurance.

Preliminary Financial Statements dated May 31, 2021

Mr. Hormuth, presented the Preliminary Financial Statements dated May 31, 2021 and questions were addressed from the committee.

Director Jarret inquired about how many buildings are planned for waste line remediation for this year. President Parsons also asked about when they are expected to begin. Mr. Hormuth replied that six buildings are planned for this year and they are anticipated to commence in the beginning of August.

Advisor Tao inquired about insurance premiums being charged to the restricted fund. Mr. Hormuth replied that \$918K of insurance expense was approved by the Board to be paid from the Disaster Fund in both 2020 and 2021, both of which had been recorded. All insurance expense in excess of the \$918K have been booked to the Operating Fund.

Advisor Hess inquired about the total remaining non-Operating Fund budget planned for insurance in 2021. Mr. Hormuth responded that he will look into it and follow up with an email.

Director Bhada pointed that employee compensation is \$381K in surplus and now that we are hiring additional staff for this year, are we anticipating employee compensation to be over budget. Mr. Hormuth replied that staff is currently in the process of putting together projections for the remainder of the year and shall be included with the June 2021 financial statements.

Advisor Tao requested for a breakdown of \$1,921K in variance for excess of revenues over expenses in Operating, Reserves, and Restricted Funds. Chair Mutchnick read out loud the breakdown which was provided by Mr. Campos, \$1,823K in Reserves, (\$161K) in Operating, and \$259K in Restricted Funds. Mr. Campos added that all these numbers can be found in the breakout package which was distributed to the Board.

Director Karimi inquired about the number of days it takes for an outside service bills to be paid. Mr. Hormuth replied stating anywhere from 2 to 4 weeks for payments.

Director Hess questioned about the May 2021 increase in compensation in the Department of Financial Services and Manor Alterations and Permits. Mr. Hormuth addressed the increased costs in Financial Services and assured that he would report back to Director Hess and to the rest of the Board the reason for the increase in the latter.

Mr. Hormuth provided an explanation on what was presented in the Supplemental Appropriation Schedule for May and proposed that we eliminate the schedule from future reporting since the remaining encumbrance for the presented items are zero. Chair Mutchnick agreed to the proposal.

President Parsons inquired about less year to date expenditures for Pest Control. Mr. Hormuth replied that most of the work is scheduled to begin in the later half of the year. Director Jarrett commented that a lot of the work was delayed because of the pandemic.

President Parsons inquired about when Gutter Cleaning program is scheduled to begin. Mr. Hormuth replied that he will provide an update for Pest Control and Gutter Cleaning in the next meeting.

Water Rate Increase in July

Mr. Hormuth presented the rate increase for water going into effect in July and questions were addressed from the committee.

Future Agenda Items

None

Committee Member Comments

None

Date of Next Meeting

Tuesday, August 3, 2021 at 1:30 p.m.

Recess to Closed Session

The meeting recessed at 2:57 p.m.

DRAFT

Robert Mutchnick, Chair

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Monthly Resale Report

PREPARED BY

MUTUAL

REPORT PERIOD

Community Services Department

Third

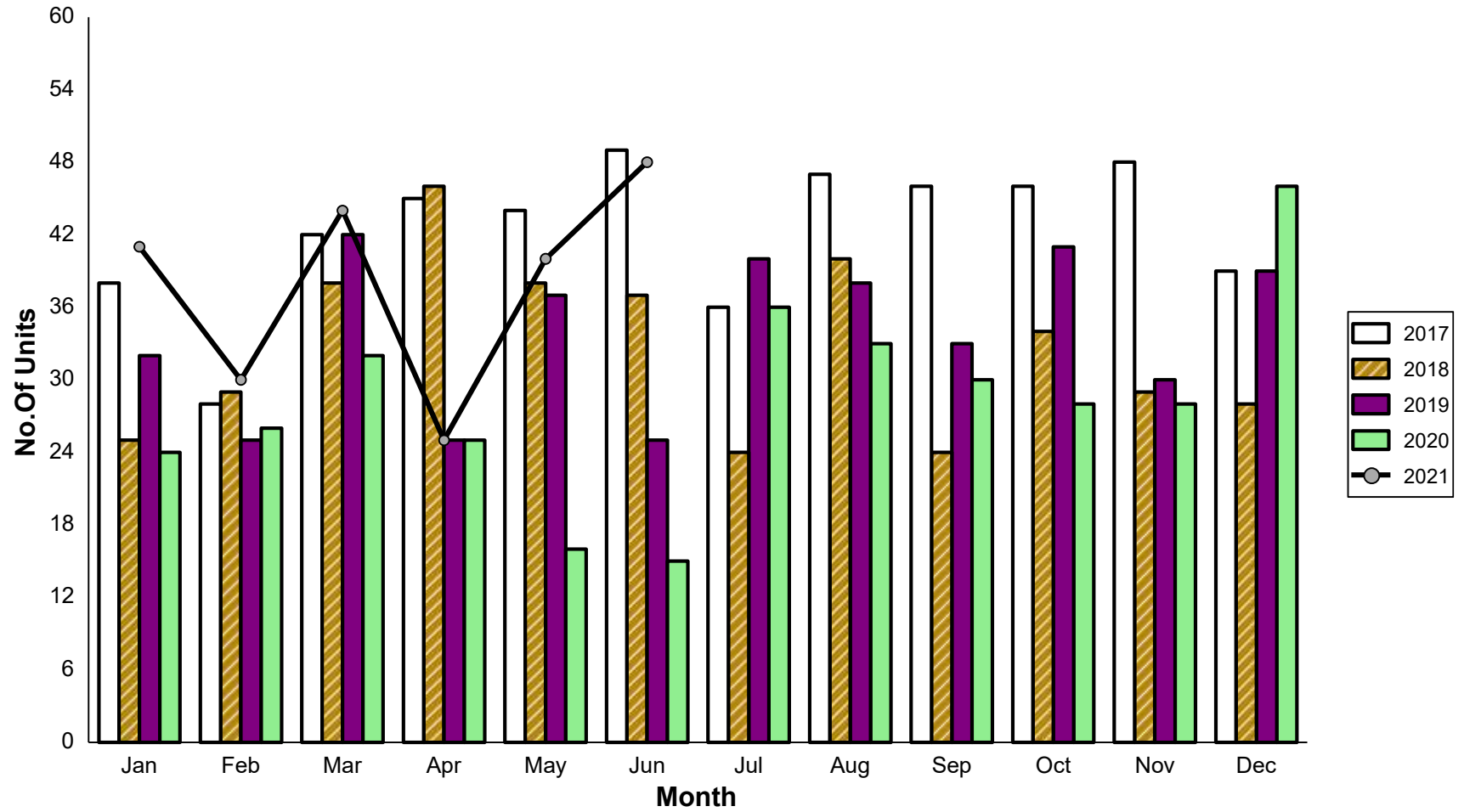
June, 2021

| 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 | 40 | 16 | \$18,741,800 | \$5,604,000 | \$468,545 | \$350,250 |
| June | 48 | 15 | \$25,004,388 | \$5,881,500 | \$520,925 | \$392,100 |
| July | | * | | \$15,240,248 | | * \$423,340 |
| August | | * | | \$14,612,928 | | * \$442,816 |
| September | | * | | \$14,314,100 | | * \$477,137 |
| October | | * | | \$10,707,400 | | * \$382,407 |
| November | | * | | \$11,057,300 | | * \$394,904 |
| December | | * | | \$18,548,901 | | * \$403,237 |
| TOTAL | 228.00 | 138.00 | \$105,480,938 | \$58,436,449 | | |
| MON AVG | 38.00 | 23.00 | \$17,580,156 | \$9,739,408 | \$460,319 | \$416,057 |
| % CHANGE - YTD | 65.2% | | 80.5% | | 10.6% | |

% 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

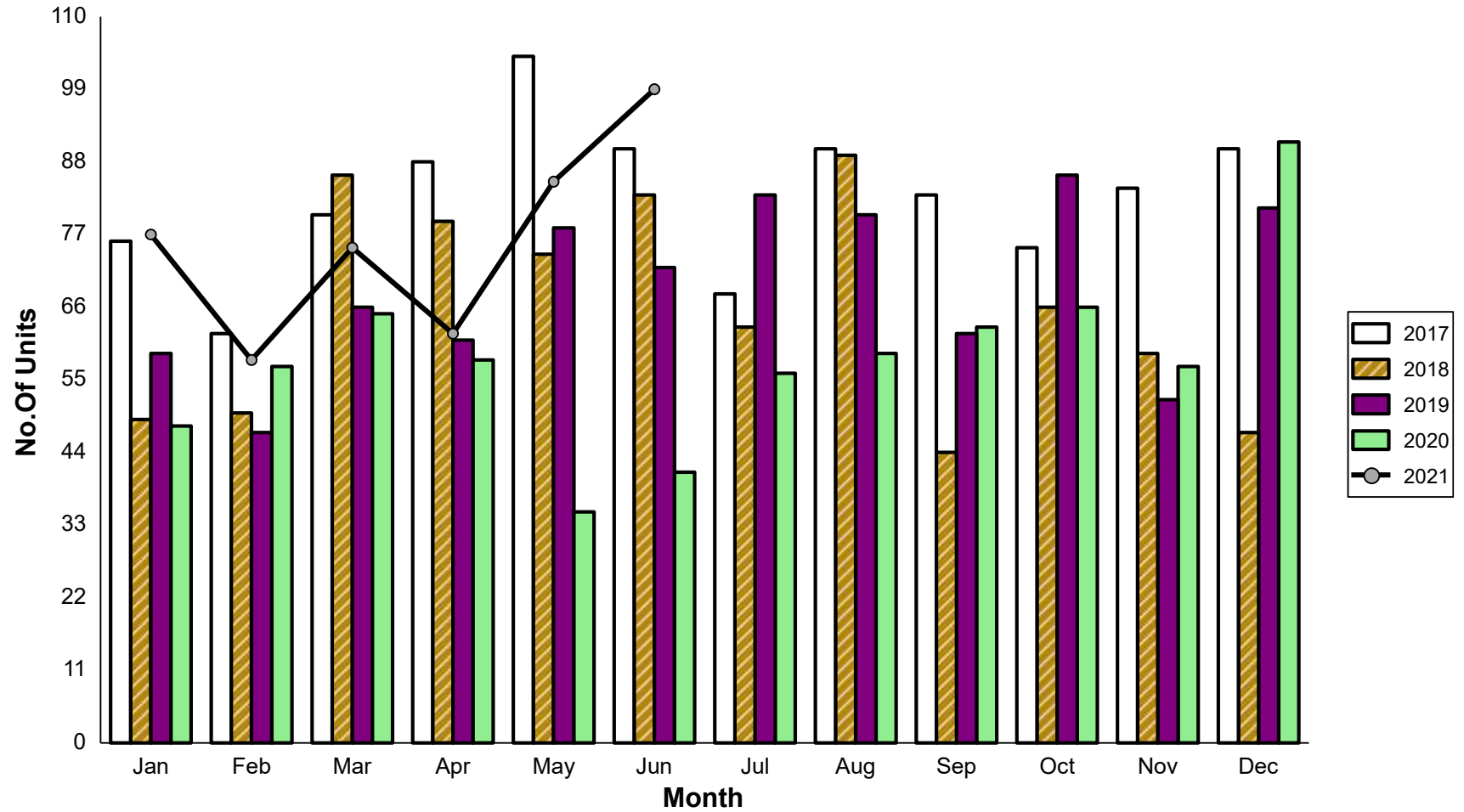
REPORT PERIOD

June, 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 | 85 | 35 | \$29,079,200 | \$10,277,500 | \$342,108 | \$293,643 |
| June | 99 | 41 | \$39,280,488 | \$12,315,399 | \$396,773 | \$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 | 456.00 | 304.00 | \$163,034,090 | \$97,774,646 | | |
| MON AVG | 76.00 | 50.00 | \$27,172,348 | \$16,295,774 | \$354,632 | \$318,849 |

* Amount is excluded from percent calculation

Resales - 5 Year Comparison



Resales Report Third Laguna Hills Mutual June, 2021

| Close | Manor | Mutual | Price | Model/Style | Listing Realtor | Buyer Realtor | Escrow |
|------------|---------|--------|-----------|---------------|-----------------------------|-----------------------------|----------------------|
| 06/29/2021 | 2113-A | 3 | \$235,000 | Casa Linda | Laguna Premier Realty, Inc | Laguna Premier Realty, Inc | Blue Pacific Escrow |
| 06/23/2021 | 2182-C | 3 | \$268,000 | Casa Contenta | Heflin Realty, Inc. | Century 21 Rainbow | Granite Escrow |
| 06/15/2021 | 2235-A | 3 | \$247,500 | San Sebastian | Century 21 Rainbow | Century 21 Rainbow | Granite Escrow |
| 06/29/2021 | 2249-O | 3 | \$410,000 | Casa Linda | Dream ERA | HomeSmart Evergreen | Granite Escrow |
| 06/16/2021 | 2252-C | 3 | \$525,000 | Cordoba | Realty One West | HomeSmart Evergreen | Escrow Options Group |
| 06/03/2021 | 2333-A | 3 | \$500,000 | Valencia | Century 21 Astro | HomeSmart Evergreen | Blue Pacific Escrow |
| 06/29/2021 | 2368-B | 3 | \$305,000 | San Sebastian | Village Real Estate | Coldwell Banker | Corner Escrow Inc. |
| 06/15/2021 | 2401-2H | 3 | \$350,000 | Villa Capri | Compass | Village Real Estate | Granite Escrow |
| 06/23/2021 | 2402-2C | 3 | \$325,000 | Villa Capri | Keller Williams Real Estate | Domu Real Estate | Corner Escrow Inc. |
| 06/10/2021 | 2404-1F | 3 | \$365,000 | Villa Capri | Coldwell Banker | Laguna Premier Realty, Inc | Corner Escrow Inc. |
| 06/18/2021 | 3010-B | 3 | \$330,000 | San Clemente | Coldwell Banker Best Realty | Coldwell Banker Best Realty | Granite Escrow |
| 06/29/2021 | 3015-A | 3 | \$375,000 | Montecito | Coldwell Banker Best Realty | Laguna Premier Realty, Inc | Blue Pacific Escrow |
| 06/03/2021 | 3026-B | 3 | \$350,000 | Casa Del Mar | First Team Real Estate | HomeSmart Evergreen | Granite Escrow |
| 06/28/2021 | 3026-Q | 3 | \$335,000 | Casa Del Mar | Smart Realty Group | Laguna Premier Realty, Inc | Corner Escrow Inc. |
| 06/24/2021 | 3089-B | 3 | \$475,000 | Encanto | Coldwell Banker | Berkshire Hathaway | Corner Escrow Inc. |
| 06/30/2021 | 3116-B | 3 | \$495,000 | Encanto | Presidential Real Estate | Laguna Premier Realty, Inc | Blue Pacific Escrow |
| 06/18/2021 | 3126-C | 3 | \$192,000 | La Casita | Laguna Premier Realty, Inc | Laguna Premier Realty, Inc | Blue Pacific Escrow |
| 06/30/2021 | 3143-P | 3 | \$475,000 | Casa Vista | HomeSmart Evergreen | Re/Max | Escrow Options Group |
| 06/17/2021 | 3149-B | 3 | \$470,000 | Las Flores | HomeSmart Evergreen | Uniti Realty | Escrow Options Group |
| 06/30/2021 | 3152-B | 3 | \$493,000 | Las Flores | HomeSmart Evergreen | Presidential Real Estate | Granite Escrow |
| 06/14/2021 | 3171-C | 3 | \$659,000 | El Doble | Laguna Premier Realty, Inc | Berkshire Hathaway | Blue Pacific Escrow |
| 06/15/2021 | 3176-D | 3 | \$575,000 | La Reina | Laguna Premier Realty, Inc | No Broker | Granite Escrow |

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Resales Report

Third Laguna Hills Mutual

June, 2021

| Close | Manor | Mutual | Price | Model/Style | Listing Realtor | Buyer Realtor | Escrow |
|------------|---------|--------|-------------|---------------|--------------------------------|-------------------------------|----------------------|
| 06/10/2021 | 3184-C | 3 | \$470,000 | Las Flores | Century 21 Rainbow | Compass | Corner Escrow Inc. |
| 06/29/2021 | 3214-A | 3 | \$545,000 | El Doble | Laguna Premier Realty, Inc | Presidential Real Estate | Blue Pacific Escrow |
| 06/18/2021 | 3282-B | 3 | \$682,500 | La Reina | Century 21 Rainbow | HomeSmart Evergreen | Corner Escrow Inc. |
| 06/28/2021 | 3295-D | 3 | \$600,000 | La Princesa | Presidential Real Estate | HomeSmart Evergreen | Granite Escrow |
| 06/30/2021 | 3314-C | 3 | \$740,000 | La Reina | Laguna Premier Realty, Inc | Laguna Premier Realty, Inc | Blue Pacific Escrow |
| 06/25/2021 | 3332-B | 3 | \$540,000 | Catalina | First Team Real Estate | Regency Real Estate | Glen Oaks Escrow |
| 06/08/2021 | 3365-1G | 3 | \$447,000 | Sierra | GSPRE | Premier Realty Services | Aria Escrow |
| 06/10/2021 | 3417-N | 3 | \$453,000 | Catalina | Century 21 Rainbow | Residential Agent Inc. | Corner Escrow Inc. |
| 06/21/2021 | 3439-A | 3 | \$630,000 | Malaga | FSBO | Jack Wallace | Corner Escrow Inc. |
| 06/15/2021 | 3460-B | 3 | \$750,888 | Malaga | HomeSmart Evergreen | Wendy Chai | Escrow Options Group |
| 06/22/2021 | 3466-B | 3 | \$942,500 | Andaluz | Laguna Premier Realty, Inc | Laguna Premier Realty, Inc | Blue Pacific Escrow |
| 06/03/2021 | 3510-2A | 3 | \$380,000 | Villa Nueva | First Team Real Estate | Re/Pro | Generations Escrow |
| 06/09/2021 | 4002-1F | 3 | \$219,000 | Villa Nueva | Century 21 Rainbow | eXp Realty of California | Corner Escrow Inc. |
| 06/23/2021 | 4010-1H | 3 | \$365,000 | El Mirador | Keller Williams Real Estate | Keller Williams Realty Irvine | Granite Escrow |
| 06/22/2021 | 5302 | 3 | \$799,000 | Villa Paraisa | Sotheby's International Realty | Century 21 Rainbow | Blue Pacific Escrow |
| 06/14/2021 | 5356-Q | 3 | \$475,000 | Casa Vista | Century 21 Rainbow | No Broker | Granite Escrow |
| 06/17/2021 | 5370-2E | 3 | \$502,000 | Villa Puerta | Laguna Premier Realty, Inc | Laguna Premier Realty, Inc | Blue Pacific Escrow |
| 06/11/2021 | 5370-3H | 3 | \$449,000 | Villa Puerta | Berkshire Hathaway | First Team Real Estate | Generations Escrow |
| 06/24/2021 | 5381-A | 3 | \$870,000 | Casa Rosa | Laguna Premier Realty, Inc | HomeSmart Evergreen | Granite Escrow |
| 06/21/2021 | 5387-C | 3 | \$1,000,000 | Cabrillo | Laguna Premier Realty, Inc | eXp Realty of California | Granite Escrow |
| 06/02/2021 | 5499-2A | 3 | \$455,000 | El Mirador | Realty Benefit | Laguna Premier Realty, Inc | Granite Escrow |
| 06/28/2021 | 5511-2A | 3 | \$360,000 | El Mirador | Laguna Premier Realty, Inc | Keller Williams Real Estate | Blue Pacific Escrow |
| 06/11/2021 | 5515-1A | 3 | \$380,000 | El Mirador | Realty Quest | Laguna Premier Realty, Inc | Generations Escrow |
| 06/15/2021 | 5521-B | 3 | \$835,000 | El Prado | Century 21 Rainbow | Village Real Estate | Granite Escrow |
| 06/11/2021 | 5545-B | 3 | \$1,010,000 | Casa Palma | Laguna Premier Realty, Inc | Laguna Premier Realty, Inc | Blue Pacific Escrow |

Resales Report Third Laguna Hills Mutual June, 2021

| Close | Manor | Mutual | Price | Model/Style | Listing Realtor | Buyer Realtor | Escrow |
|------------|--------|--------|-------------|--------------|--------------------------|----------------------------|----------------|
| 06/01/2021 | 5577-B | 3 | \$1,350,000 | Casa Lorenzo | Presidential Real Estate | Harvest Realty Development | Granite Escrow |

Number of Resales: 48

Total Resale Price: \$25,004,388

Average Resale Price: \$520,925

Median Resale Price: \$472,500

Monthly Resale Report Third Mutual

PREPARED BY
Community Services Department

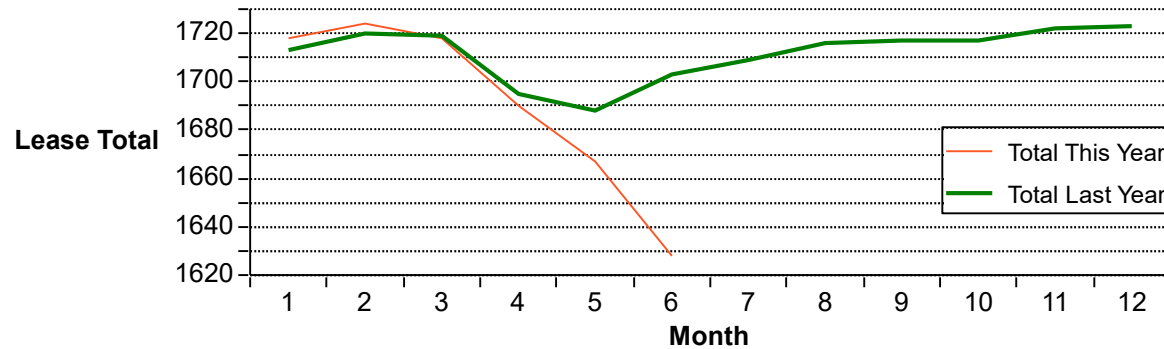
Jun-21

| Month | NUMBER OF RESALES | | | | 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 | 40 | 16 | 37 | 38 | \$18,741,800 | \$5,604,000 | \$16,273,033 | \$15,452,990 | \$468,545 | \$350,250 | \$439,812 | \$406,658 |
| June | 48 | 15 | 25 | 37 | \$25,004,388 | \$5,881,500 | \$10,290,000 | \$16,981,138 | \$520,925 | \$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 |
| TOTAL | 228 | 138 | 186 | 213 | \$105,480,938 | \$58,436,449 | \$76,328,345 | \$89,620,995 | | | | |
| MON AVG | 38.0 | 23.0 | 31.0 | 35.5 | \$17,580,156 | \$9,739,408 | \$12,721,391 | \$14,936,833 | \$460,320 | \$416,057 | \$410,567 | \$417,933 |
| % CHANGE-YTD | 65.2% | -25.8% | -12.7% | -13.4% | 80.5% | -23.4% | -14.8% | -8.2% | 10.6% | 1.3% | -1.8% | 6.4% |

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

Percent calculation only includes YTD figures in black.

Monthly Active Leasing Report 2021 Period 6 (Mutual 3)



| Year | Month | 1 to 3 Month | 4 to 6 Month | 7 to 12 Month | 12+ Month | Total This Year | Total Last Year | % Leased | % Leased Last Year | % Change | Total Renewals | Total Expirations |
|------|-----------|--------------|--------------|---------------|-----------|-----------------|-----------------|----------|--------------------|----------|----------------|-------------------|
| 2021 | January | 13 | 11 | 265 | 1,429 | 1,718 | 1,713 | 28.2 | 28.1 | 0.1 | 0 | 31 |
| 2021 | February | 16 | 10 | 289 | 1,409 | 1,724 | 1,720 | 28.3 | 28.2 | 0.1 | 47 | 35 |
| 2021 | March | 14 | 13 | 308 | 1,383 | 1,718 | 1,719 | 28.2 | 28.2 | 0.0 | 114 | 77 |
| 2021 | April | 11 | 14 | 336 | 1,329 | 1,690 | 1,695 | 27.7 | 27.8 | -0.1 | 116 | 70 |
| 2021 | May | 14 | 12 | 365 | 1,276 | 1,667 | 1,688 | 27.3 | 27.7 | -0.4 | 91 | 83 |
| 2021 | June | 17 | 13 | 378 | 1,220 | 1,628 | 1,703 | 26.7 | 27.9 | -1.2 | 124 | 92 |
| 2021 | July | | | | | | 1,709 | | | | | |
| 2021 | August | | | | | | 1,716 | | | | | |
| 2021 | September | | | | | | 1,717 | | | | | |
| 2021 | October | | | | | | 1,717 | | | | | |
| 2021 | November | | | | | | 1,722 | | | | | |
| 2021 | December | | | | | | 1,723 | | | | | |



OPEN MEETING

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

Monday, June 28 2021: 9:30AM-11:30AM
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, Steve Parson

DIRECTORS PRESENT:

COMMITTEE MEMBERS ABSENT:

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

Agenda was approved by consensus.

4. Approval of Meeting Report for May 24, 2021

The committee approved the meeting report as presented with the exception of a single edit on Page 3.

5. Chair's Remarks

Chair Parsons briefly discussed the inter-Mutual discussions between Third and United in regards to ACSC matters in the near future.

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”) office, with the counter open for in-person appointments, the in-take team navigating emails and phone calls successfully, and the ability to escalate Mutual Consents as necessary without slowing the “conveyor belt” system of review/approvals.

Director Mutchnick inquired if the recent hires within MA were transfers from within the VMS organization or outside hires not previously budgeted. Mr. Doncost confirmed he would reconnect with Director Mutchnick to answer this question, as he could not provide a clear response within the meeting.

Director Engdahl raised a previously discussed issue of permit fee increases, inquiring if there had been any traction on this issue. Discussion ensued on the best path to revising fee increases, highlighting both the impact materials can have on overall costs, the square footage of an alteration, and the ability of MA to review contracts based on labor v materials. Mr. Doncost explained the pros and cons to each suggested methodology; it was proposed the best option was to revise the base permit fee and update the subsequent percentage increase based on overall contract costs.

A motion was passed by consensus to re-evaluate the fee schedule structured around a base cost and an incremental percentage increase based on the submitted overall contract. Additionally, the approved timeline of 180 days will be reduced to 90 days.

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 May, totaling approximately 80 released with approximately 115 being generated. Director Plean inquired how MA tracks the closure of Mutual Consents, and Mr. Doncost confirmed that the code designation was assigned manually once a member reported their alteration complete. Director Mutchnick expressed concern at the lack of ability by MA to track closures due to self-reporting of members.

Director Mutchnick expressed concern that contractors may take one a large amount of individual jobs due to MA’s current policy of allowing a 180-day window of completion. Director Mutchnick suggested reducing this time window to 90 days, which Mr. Doncost supported, stating that 85%-90% of Mutual Consents are completed within a 90-day timeframe.

Variance Request:

A. Variance Request – 5555-A Rayo Del Sol (Casa Palma, 10R-13) – Room Addition on Existing Rear Private Garden

Mr. Doncost highlighted the details of the proposed variance, the proposed renovation and expansion into the private rear garden, the creation of a “Jack and Jill” bathroom, and the other factors within the proposed scope of work. Mr. Doncost suggested that the variance as presented did not properly illustrate the full scope of work, involved rudimentary drawings with conflicting details, and suggested that the variance be tabled from discussion. Mr. Doncost recommended that Manor Alterations be given the opportunity to connect further with the contractor and resident in order to receive a fully realized scope of work and drawing set. After discussing the questions regarding the variance details, the ACSC agreed with Mr. Doncost’s recommendation and asked that the variance be revised and presented once more when ready.

Items for Discussion:

9. Permitless Alteration Policy

Chair Parsons explained that discussions between other committees was currently in progress regarding the Permitless Alteration Policy, and there was no need for further discussion or a motion to be passed at this time.

10. SCAQMD Follow Up & Next Steps

Mr. Doncost illustrated the timeline of events regarding SCAQMD; June 8th a letter was sent to SCAQMD with no response while on June 22nd a follow up email correspondence was sent with no response. Mr. Doncost stated Manor Alterations may need to connect via the channels provided previously by Jeff Parker in order to generate a response.

Items for Future Agendas:

- Manor Alterations News Bulletin Topics

Staff Officer Lauryn Varnum confirmed the request to add all Third ACSC Members to the distribution list. Director Butler inquired about the criteria for evaluating “time-critical” applications such as HVAC systems or water heaters. Mr. Doncost confirmed that if a complete Mutual Consent application is received, Manor Alterations can approve the application within 24 hours, and strives to do so on the same day. Mr. Doncost stressed that the overwhelming reason for delays in approval is due to incomplete Mutual Consent applications received by residents and contractors. Director Butler confirmed that he has heard applications once complete are approved within 24 hours, but inquired if there was a method to further assist members, as the age of a typical member can be a factor in their speed of completion.

Concluding Business:

11. 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.

12. Date of Next Meeting – July 26, 2021

13. Adjournment at 11:07AM

DRAFT

X_____

Steve Parsons, Chair

Robbi Doncost, Staff Officer

Telephone: (949) 268-2281



OPEN MEETING

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

Wednesday, July 7, 2021 – 1:30 PM

24351 El Toro Road, Board Room & Zoom

MEMBERS PRESENT: Robert Mutchnick – Chair, John Frankel, Ralph Engdahl,
Craig Wayne

MEMBERS ABSENT: None

OTHERS PRESENT: None

STAFF PRESENT: Guy West – Staff Officer, Laurie Chavarria, Chris Naylor

1. Call to Order/Establish a Quorum

Chair Mutchnick called the meeting to order at 1:34 PM and stated that the meeting is being held pursuant to notice duly given and established that a quorum of the Committee was present.

2. Acknowledgement of Media

The media was not present.

3. Approval of the Agenda

The meeting agenda was approved as written.

4. Approval of Meeting Report for May 3, 2021

The meeting report for May 3, 2021 was approved as written.

5. Chair's Remarks

Chair Mutchnick thanked Staff Officer Guy West for serving as Interim Director of the Maintenance and Construction Department.

6. Member Comments (Items Not on the Agenda)

- Rocky Rostami - Proposed that remodeling requirements for members should include manor water shut-off valves and replacement of electrical panels. Mr. Rostami also commented on common area water spigots.

7. Department Head Update

Staff Officer Guy West provided a brief update on the Shepherd's Crook installation at the City Dog Park; and Senate Bill 326 requirements and costs.

Consent:

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

The Consent Calendar was pulled for discussion. Staff Officer Guy West and Sr. Management Analyst Chris Naylor summarized the reports on the consent calendar and answered questions from the Committee.

Staff was asked to review the 2021 Project Log to see if any funding reductions can be realized this year. However, Chair Mutchnick stated that no reductions should be proposed if those same projects/programs are going to be reduced in 2022 as well.

Additionally, staff was asked to look into the curb and gutter work taking place on Sosiega and update the Committee via email.

8. Project Log

9. Solar Plant Generation

Reports:

10. Installation Cost of Solar Components by Letner Roofing

Chair Mutchnick shared concerns from members on the installation on the solar equipment. Staff Officer Guy West summarized the costs related report and answered questions from the Committee.

Staff will confirm the costs related to the installation of alteration solar equipment on PVC flat roofing systems which are charged per "leg penetration" and send that information via email to the Committee.

Items for Future Agendas:

- Programs Report (March, September)
- Entryway Modifications for all GV Buildings (by General Services)
- Ramp Request at B3244 (pending Entryway Modification Report)

Concluding Business:

12. Committee Member Comments

- None

13. Date of Next Meeting – September 8, 2021 (rescheduled due to Holiday)

14. Adjournment - The meeting was adjourned at 2:21 pm.

DRAFT

Robert Mutchnick, Chair

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OPEN MEETING

**REPORT OF REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
GARDEN VILLA RECREATION ROOM SUB-COMMITTEE**

**Tuesday, June 8, 2021 at 1:30 PM
Virtual On-Line Meeting**

MEMBERS PRESENT: Lynn Jarrett – Chair, Stuart Hack, Sharon
Molineri, Donna Rane-Szostak

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

1. Call to Order

Chair Jarrett called the meeting to order at 1:45 pm.

2. Acknowledgement of Media

Chair Jarrett noted no members of the media were present.

3. Approval of the Agenda

The agenda was approved as written.

4. Approval of Meeting Report for February 23, 2021

The Meeting Report of February 23, 2021, was approved as written.

5. Chair's Remarks

Chair Jarrett informed that the recreation rooms will be opening up. Garden Villa Building Captains will receive notices of the opening of recreation rooms. The rec rooms will be prepared and stocked with new chairs for resident use on June 15th, opening day.

Chair Jarrett acknowledges Stuart for his great work and contribution as a part of the GV Rec Room Meeting Committee as this is his last meeting.

Chair Jarrett thanks Moe for returning to VMS as he is a great employee.

Chair Jarrett reports that the board is working diligently to get the Insurance amendment passed; as it will increase 12-20% by October 2021. If the insurance amendment does not get passed assessment will increase to \$93 a month.

Member Comments (Items Not on the Agenda)

No member comments were received.

Reports:

6. GV Rec Room Budget Reserves Fund

Chair Jarrett requested from finance a six-month report of the expenditure to find out what is left in the reserve fund.

7. 2021 GV Rec Room Budget

Chair Jarrett summarized the unanimous motion on February 23rd meeting, approval of a 25-cent surcharge to the rec room fund beginning of 2022.

8. Water heater and Epoxy Flooring Budget Summary

Staff provided an overview of the budget summary and answered questions from the Subcommittee.

The scheduled replacement of 9 water heaters are now completed. Water heaters are on a 10-year cycle and none are scheduled for year 2022.

No decision of epoxy flooring replacement in year 2022 have been made.

9. Heat Pump Replacement (Oral Discussion)

Staff provided clarification of heat pump replacement.

No heat pumps need replacement for 2021 and none are scheduled for 2022 at this time.

10. Kitchen Renovations (Oral Discussion)

Staff provided update on kitchen renovations and answered questions from the Subcommittee.

Kitchen renovations will resume after the meeting.

11. Chair Replacements (Oral Discussion)

Staff provided the Sub-Committee with a status update regarding chair replacements within the Recreation Rooms.

Discussion ensued new chairs for the recreation rooms have been replaced.

12. Opening of Recreation Rooms (Oral Discussion)

Sub-Committee opened the discussion for questions and concerns for the opening of recreation rooms.

Sub-committee ensured the recreation rooms will be open on June 15th.

13. 2021 GV Rec Room Expenditures Summary

Staff summarized the renovation summary and answered questions from the Sub-Committee.

14. Rec Room Component Replacement List

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

Discussion ensued regarding the components listed and their lifespan; monthly contributions; reserves; projected funds balance and replacement factors; the overall appearance of the Recreation Rooms; usage factors of the rooms; a hypothetical contribution increase and how that relates to future component replacements.

Items for Future Agendas:

- No future items to be discussed.

Concluding Business:

Sub-Committee Member Comments

- Donna wanted to clarify the rec rooms will be opening on June 15th.
- Stuart had final remarks; thanking the committee and staff for their hard work.

Date of Next Meeting: TBD

Adjournment

The meeting was adjourned at 2:40 PM


Lynn Jarrett (Jun 17, 2021 10:26 PDT)

Lynn Jarrett, Chair



OPEN MEETING

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

Friday, June 11, 2021 – 9:30 a.m.

VIRTUAL MEETING

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

REPORT

COMMITTEE MEMBERS PRESENT: Chair - Lynn Jarrett, Ralph Engdahl, Donna Rane-Szostak

COMMITTEE MEMBERS ABSENT: Annie McCary, Reza Karimi

OTHERS PRESENT:

ADVISORS PRESENT:

STAFF PRESENT: Kurt Wiemann, Eve Morton

1. Call to Order

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

2. Acknowledgement of Media

No media was present.

3. Approval of the Agenda

The agenda was approved by consensus.

4. Approval of the May 6, 2021 Report

The report was approved by consensus.

5. Committee Chair Remarks

Chair Jarrett had the opportunity to visit the places on the agenda and she is pleased with the landscaping she is seeing in the Village. Not everything is perfect so please call Resident Services if you have any issue. You can call them, email them, or use the portal. All requests are tracked and handled. No ticket is ignored.

She asked Members to return their vote regarding the insurance by June 28.

6. Department Head Update

Mr. Wiemann asked Members to report any water leaks to Security if it is after hours. Otherwise, please contact Resident Services.

Landscape staff is working on the soft edges.

Mr. Wiemann shared some PowerPoint slides regarding landscape tickets.

6a. Project Log

Mr. Wiemann reviewed the Project Log information with the committee and answered some questions.

6b. Tree Work Status Report

Mr. Wiemann reviewed this report with the committee.

Consent:

None

Items for Discussion and Consideration

7. Tree Removal Request: Off-Schedule Trimming: 2391-2D Via Mariposa (Rankin) - Two Stone Pines and Four Fern Pines

Director Engdahl made a motion to accept staff recommendation and deny the request for off-schedule trimming of two Stone Pines and two Fern Pines and to approve the removal of two Fern Pines. Director Rane-Szostak seconded. The committee was in unanimous support.

8. Tree Removal Request: 5022 Avenida Del Sol (Lorenson) - Two Bottlebrush

Director Rane-Szostak made a motion to accept staff recommendation and approve this request. Director Engdahl seconded. The committee was in unanimous support.

9. Landscape Revision Request: 5205 Avenida Despacio (Rutkowski)

Director Engdahl made a motion to accept staff recommendation and approve this request. Director Rane-Szostak seconded. The committee was in unanimous support.

10. Tree Removal Request: 5406 Via Carrizo (Lee) - One Bottlebrush

Director Rane-Szostak made a motion to accept staff recommendation and approve this request. Director Engdahl seconded. The committee was in unanimous support.

11. Member Comments (Items Not on the Agenda)

None.

12. Response to Member Comments

None.

Future Agenda Items

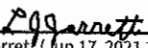
Concluding Business:

13. Committee Member Comments

Various comments were made.

14. Date of Next Meeting – Tuesday, July 1, 2021 at 9:30 a.m.

15. Adjournment at 10:13 a.m.


Lynn Jarrett (Jun 17, 2021 10:20 PDT)

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

Signature:

Email: lijarrett@yahoo.com

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OPEN MEETING

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

Thursday, July 9, 2021 – 1:30 P.M.
VIRTUAL MEETING/BOARD ROOM
Laguna Woods Village Community Center
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Lynn Jarrett, Chair, Cush Bhada, Steve Parsons, Reza Karimi
and Robert Mutchnick

MEMBERS ABSENT: Donna Rane-Szostak

ADVISORS PRESENT: None

ADVISORS ABSENT: Stuart Hack

STAFF PRESENT: Blessilda Wright, Pamela Bashline, Robbi Doncost, and Paul
Nguyen.

CALL TO ORDER

Lynn Jarrett, Chair, called the meeting to order at 1:32 p.m.

ACKNOWLEDGEMENT OF MEDIA

The Media was not present.

APPROVAL OF AGENDA

Director Karimi made a motion to approve the agenda.

By consensus, the motion carried.

APPROVAL OF MEETING REPORTS

Director Karimi made a motion to approve the, May 5, 2021 meeting report as presented.
Director Mutchnick seconded the motion.

By consensus, the motion carried.

CHAIRMAN'S REMARKS

Chair Jarrett had no remarks and stated that a committee meeting will be scheduled in
August.

MEMBER COMMENTS ON NON-AGENDA ITEMS

None

REPORTS

Process Improvements in the Resales Process

Lynn Jarrett, Chair, presented the Process Improvements in the Resales Process for Members. The Committee members made comments and asked questions.

Director Mutchnick made a motion to accept Staff's recommendation. Director Parsons seconded the motion.

By a vote of 4-1-0 (Director Bhada against), the motion passed.

Multi-Unit Owners Qualification

Pamela Bashline, Community Services Manager, presented Multi-Unit Owners Qualification. The Committee members made comments and asked questions.

By consensus, the Committee tabled the matter pending legal review.

Paperless Permit Process

Robbi Doncost, Manor Alterations Manager, presented Paperless Permit Process. The Committee members made comments and asked questions.

By consensus, the Committee directed staff to send to the Third Architectural Control and Standard Committee.

ITEMS FOR DISCUSSION AND CONSIDERATION

None

ITEMS FOR FUTURE AGENDAS

- Lease Renewal
- Lower Lease Cap
- Multi-Unit Owners Qualification

CONCLUDING BUSINESS

Committee Member Comments

Director Bhada stated that this was a good meeting but wanted the meeting to not be on a Friday going forward.

Director Karimi said this was a good meeting and stated that this particular Committee was very important. In addition, we need to look at outdated policies and have them removed from the books.

Director Mutchnick complimented Director Karimi and said this was a good meeting.

Director Parsons agreed that this was a good meeting.

Chair Jarrett agreed it was a good meeting with good input from committee members.

Date of Next Meeting

The next meeting is August 4, 2021.

Adjournment

With no further business before the Committee, the Chair adjourned the meeting at 2:43 p.m.


Lynn Jarrett (Jul 13, 2021 13:03 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, June 10, 2021 – 1:30 p.m.
Virtual Zoom Webinar

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

MEMBERS ABSENT: Ryna Rothberg, Reza Karimi

OTHERS PRESENT: Dick Rader

STAFF PRESENT: Brian Gruner, Jennifer Murphy, Jackie Kupfert

Call to Order

Chair Pearlstone called the meeting to order at 1:32 p.m.

Acknowledgement of Media

There was no press present.

Approval of Agenda

A motion was made to change item #10 to July 3 and 4 Clubhouse 2 Resident Coordinated Concert replacing Proposed Recreation Reopening Plan which will be presented during the Department Head Update and remove item #16 Long Range Plans for Outdoor Fitness Equipment.

Motion passed unanimously.

Approval of Committee Report for May 13, 2021

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

Chair's Remarks

Chair Pearlstone stated today will be a review of the culmination of several months of planning and discussion to provide a starting point with regards to the budget analysis. This discussion will give a clear direction of where things will go and what objectives we are trying to accomplish. Chair Pearlstone thanked staff for assistance with this project.

Report of the Recreation and Special Events Director

Mr. Gruner stated the boiler at Pool 1 has not been delivered and staff will provide a concrete timeline of installation and reopening of Pool 1 once the boiler is received. The Golf Greens Committee discussed the following: the skins games tee times which have been booked successfully with the online tee time reservation system; staff recommendation of guests allowed after 10 a.m. weekdays and after noon on weekends which was approved; cart sharing to minimize damage on course; creation of orientation video for new golfers; alternative event start times for events such as member/guest tournaments. The Equestrian Center arena project contract is finalized and the project should commence within the next few weeks. The Garden Center 1 office building has been removed and staff is reworking the area to allow for gatherings. The July 4 golf cart parade will begin at 9 a.m. starting at Clubhouse 1 and will include a decorated float paid for by sponsorship.

Mr. Gruner presented the Village Reopening Plan.

Mr. Gruner stated the Recreation Department is striving to recruit more staff with the assistance of Human Resources as the staffing level is at about 65%. Chair Pearlstone inquired as to what amenities are not open. Mr. Gruner stated all facilities except Clubhouse 6 and the Performing Arts Center should be operational by July 6 with limitations on operating hours. More information will be provided to the community when available.

Advisor Skillman inquired as to full staff of lifeguards and as to the skins games tee times being reserved. Mr. Gruner stated there is a full staff of lifeguards and tee times are not reserved for the skins games, but those tee times are being successfully booked via the online reservation system. Advisor Skillman stated the Library will reopen on June 15 with regular hours of 10 a.m. to 4 p.m. Monday through Friday and 10 a.m. to 1 p.m. on Saturdays; fines will begin again for late returns; newspapers and magazines will return inside for check out; reading and puzzle rooms will be open; iPads will be available for use; outside patio library will not be available as all items will be moved inside; the History Center is open 10 a.m. to noon Monday through Friday. Chair Pearlstone directed staff to include the Library update in the next eblast to the community.

Director Torng inquired as to mask wearing, social distancing and sanitization. Mr. Gruner stated the guidelines will be reported once the state announces the requirements. Director Torng inquired as to the 65% staff level and if residents are allowed to apply for open positions. Mr. Gruner stated residents have been informed of the openings, but most available positions require heavy lifting and are physically demanding. Director Torng inquired as to restrictions of outside club members attending club events. Mr. Gruner stated there will be no guest restrictions for club events if allowed per the pending state announcement.

Dick Rader inquired as to cancellations due to inadequate staff. Mr. Gruner stated we are to reopen in a manner that allows for proper staff being available.

Chair Pearlstone stated the committee needs to discuss the July 3 and 4 resident coordinated concert as Mr. Boggio needs to leave the meeting soon. He recommended to skip to item #10 at this time and return to committee questions for Mr. Gruner.

Director Carpenter stated some clubs are continuing Kourts for reservations on a limited basis and stated Mr. Gruner is working with those clubs closely to enhance the sport and provide fair times of play. Director Horton inquired as to opening the tennis clubhouse. Mr. Gruner stated this may be open June 15, but will need to meet with the club to organize the interior. She inquired as to a tennis staff member being onsite. Mr. Gruner stated a staff person will return.

Staff was directed to place the employee discussion on a future CAC meeting per Chair Pearlstone.

Ms. Kupfert will send the Proposed Recreation Reopening Plan presentation to the committee.

Member Comments (Items Not on the Agenda)

None.

CONSENT

A motion was made to approve the consent calendar.

Director Torng inquired as to summary of operations report in regards to Year to Date Actuals showing a negative amount. Mr. Gruner stated refunds were issued to residents.

Motion passed unanimously.

REPORTS

July 3 and 4 Clubhouse 2 Resident Coordinated Concert - Chair Pearlstone stated Mr. Boggio from the Deluxe Night Club would like to host a concert on July 3 and 4 at Clubhouse 2. Mr. Gruner stated he was approached by resident Mr. Boggio requesting to host a multi-band concert on July 3 and 4. The inquiry included provision of a portable stage and barricades however staff will not be onsite. Mr. Boggio stated capacity of Clubhouse 2 grass area and patio will be adhered which would limit number of attendees and the event will be free with a required ticket. The driveway would be barricaded to ensure safety. The club is managing the event costs.

Discussion ensued.

Chair Pearlstone stated staff should only provide what is provided for other club events; barricades may make event safer. Director Carpenter stated several issues have been discussed and expectations have been established. She stated committee may approve event based upon club bringing in security and following limitations.

Staff was directed to allow the event as long as clean up, parking and security plans are presented fully.

Shared Fee/Financial Analysis Update – Chair Pearlstone presented the budget analysis. Mr. Gruner presented the revenue/expenses budget analysis and 3% fee increase chart.

Director Carpenter inquired as to the intent to use both the greenbook and newly presented formulas regarding the shared cost percentage. Chair Pearlstone stated the intention was not to override the shared cost, but to allow for minimal increase for the residents. Chair Pearlstone stated they would be integrated together as 3% is the maximum only and a lesser percent could be accepted. He recommends no increase for next year. Director Carpenter stated policies must be addressed as they are all different.

Director Carpenter stated some fees will need to be researched separately.

Staff was directed to present the proposed guest fees for the riding program to the Equestrian Ad Hoc Committee for review.

Staff was directed to submit the fee increases from the May CAC meeting and the storage fees to the Finance Committee in June.

Staff was directed to redesign the financial analysis and present at the July CAC meeting.

Recreation Department Standardized Annual Fee Increases – This item was not presented and is to be put on the June agenda.

Special Accommodation for Reciprocal & Charitable Club Events - Mr. Gruner stated the staff recommendation to approve the Laguna Woods Village Men's 18-Hole Golf Club special accommodation request for 2021 to reduce or waive guest fees when hosting the reciprocal and/or charitable club events listed below which market the community to non-residents and/or fundraise for the Foundation of Laguna Woods Village.

Motion was made to approve special accommodation of guests to pay the resident rate for tee time during the 18-Hole Men's Golf Club member/guest tournament in 2021.

Discussion ensued.

Motion passed unanimously.

Chair Pearlstone stated the committee approved the guest fee reduction of only one member/guest tournament with a minimal impact under \$3,000. He stated the Men's Golf Club may present other tournament guest fee requests if decided to host in 2021 or they may bundle them to be presented at future CAC meetings.

ITEMS FOR DISCUSSION AND CONSIDERATION

None

ITEMS FOR FUTURE AGENDAS

Laguna Woods Village Pre-reserved Golf Tee Times - Staff was directed to keep this item under Items for Future Agendas.

Long Range Plans for Outdoor Activities – Staff was directed to remove this item from future agendas.

Garden Center 2 Access Gate – Staff was directed to remove this item from future agendas.

Saddleback Emeritus Institute Contract Update – Staff was directed to keep this under Future Agendas.

Locker Fees - Mr. Gruner presented the facility storage report. Chair Pearlstone stated these would be annual fees, not monthly.

A motion was made to accept the proposed locker fees as presented.

Discussion ensued.

Motion passed unanimously.

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

CONCLUDING BUSINESS

Committee Member Comments

Chair Pearlstone stated the presentation of fees will be clarified at the next CAC meeting. Advisor Boudreau thanked the committee for the support of the special accommodation for reduced golf fees and any additional costs incurred with the tournament will be covered by club.

Director Dotson appreciated what was accomplished today and looks forward to receiving more information so the committee may make an informed decision that works best for our residents.

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, July 8, 2021.

Adjournment

There being no further business, the Chair adjourned the meeting at 4:41 p.m.

Jon Pearlstone

Jon Pearlstone, Chair



FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, June 23, 2021 – 1:30 p.m.
Virtual Meeting

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

MEMBERS ABSENT: Al Amado

STAFF PRESENT: Steve Hormuth, Jose Campos, Jeff Parker Grant Schultz, Brian Gruner, Eileen Paulin,

OTHERS: VMS – Juanita Skillman, Stefanie Brown,
GRF – Sue Stephens, Jon Pearlstone, Yvonne Horton, Joan Milliman
United – Dick Rader
Third – Lynn Jarrett, Annie McCary, Craig Wayne Advisor

Call to Order

Director James Hopkins, Treasurer, chaired the meeting and was called to order at 1:30pm.

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 April 21, 2021

The meeting report was approved without exception.

Chair Remarks

Director Hopkins commented the purpose of the meeting.

Member Comments (Items Not on the Agenda)

Carl Randazzo questioned Director Dotson's participation as a panelist, since she no longer represents the Third Board. Chair Hopkins asked her to stay as a panelist, and would reassess if a vote was taken.

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

Department Head Update

Steve Hormuth, Interim Financial Services Director, commented on 2022 Business Planning and reviewed upcoming meetings.

Review Preliminary Financial Statements dated May 31, 2021

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

Investment Policy Review

Chair Hopkins, presented the investment Policy. Discussion ensued. No action was taken.

Reserve Status and Budgeting Process

Chair Hopkins, presented a GRF Reserve Plan and recommended that the 2022 Reserve Contribution be set at \$15.00 Per Manor Per Month (PMPM) and that the transfer fee be set at \$7,500 per eligible manor. Discussion ensued.

A motion was made, seconded, and carried without objection to recommend that the GRF Board approve a contracted Reserve Study.

Banking Update

Steve Hormuth provided an update on banking options available to GRF. Ongoing updates will be provided to Treasurers, as they become available from banks. No action was taken

2020 Operating Surplus

Steve Hormuth provided the 2020 operating surplus figure of \$1,411,617. A motion was made, seconded, and carried without objection to recommend that operating surplus of \$1,411,617 be transferred to the Contingency Fund.

Proposed 2022 Locker, Golf Driving Range, Caterer and Storage Area Fees

Brian Gruner, Director of Recreation Services, presented a staff report concerning proposed 2022 Locker, Golf Driving Range, Caterer and Storage Areas Fees. A motion was made, seconded, and carried without objection to recommend that the fees for Lockers to \$25, quarter bucket of balls to \$2, small bucket of balls to \$4, large bucket of balls to \$6, catering plate fee to \$2, and implementing storage fees for storage areas ranging from \$25 to \$100 per year, based on size.

Future Agenda Items

SageView biannual Presentation of Portfolio (August)
EV Project Financial Impact

Committee Member Comments

None.

Date of Next Meeting

Wednesday, August 25, 2021 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 4:11 p.m.

DRAFT

James Hopkins, Chair

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OPEN MEETING

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

**Wednesday, June 9, 2021 – 1:30 P.M.
VIRTUAL MEETING
Laguna Woods Village Community Center
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair - Yvonne Horton, Maggie Blackwell, Lynn Jarrett, Reza Karimi, Manuel Armendariz

COMMITTEE MEMBERS ABSENT: Andre Torng

OTHERS PRESENT:

ADVISORS PRESENT: None

STAFF PRESENT: Kurt Wiemann, Eve Morton

1. Call to Order

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

2. Acknowledgement of Media

No press was present.

3. Approval of the Agenda

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

4. Approval of Meeting Report of March 10, 2021

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

5. Committee Chair Remarks

Chair Horton stated that the annuals at the gates look really nice. The sales in the Village are up 14% so that is good news.

6. Department Head Update

Mr. Wiemann shared some slides regarding recent updates to landscape on GRF property.

Mr. Wiemann thanked the committee for their compliments regarding the landscaping at the gates.

Mr. Wiemann presented a PowerPoint to the committee to show them some GRF improvements including new irrigation systems at the Village nursery. There are 87 varieties of plants in the nursery. Most everything used in the Village is grown in our Nursery. Four staff members work there full-time. A new shade structure and electricity were put in at the Nursery. Some new mowers were purchased. Also, all new edgers were purchased since the existing were very old.

He spoke to committee about that the mower shop needs new lifts. He will bring costs for the new lifts to the next meeting.

Consent:

None.

Reports

7. Update on the Creek

Mr. Wiemann reported that we have finally passed all the mitigation requirements at the creek. Now, moving forward, we don't have to pay a biologist when working in the mitigation area.

Maintaining the creek means leaving native plants alone while maintaining areas we are allowed to maintain.

We will be removing any non-native wildlife, along with a biologist.

We are not allowed to alter the streambed so cannot touch stagnant water. He will ask California Department of Fish and Wildlife (CDFW) about altering the streambed.

Director Armendariz receives many emails from residents about the bridge at the creek.

He said some cattails are as tall as the trees. Why should installing that bridge cause all these new rules about what can be done at creek? Residents ask why is it that we can only do some of the work if we purchase credits.

Mr. Wiemann responded that the creek area was always under the jurisdiction of all these agencies but when we applied to build the bridge, it alerted all those agencies to our creek.

We cannot "remove" cattails, only trim them. That is part of not disturbing the bottom of the streambed. Biologist did go in a week before trimming and told us what areas had wildlife in them so they couldn't be touched.

In August, we can clear out more cattails because nesting season will be over.

Director Armanedariz suggested posting a statement to Members who live in that area about what we can and cannot do at the creek and why. Mr. Wiemann said there was a full-page article in the "Breeze" about the Creek. Director Armendariz said it should be run again with information regarding the credits.

Director Armanedariz asked if you bought credits, could you remove cattails? Mr. Wiemann said we were looking at purchasing credits just for the 1/3 acre of the mitigation area and the cost was in the millions of dollars just for that area. Buying credits for the entire creek would not be feasible.

Director Blackwell stated that any information about the creek should be available on the website.

Items for Discussion and Consideration

8. Member Comments (Items Not on the Agenda)

Several Member made comments which were answered by the committee.

9. Response to Member Comments

None.

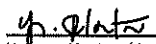
Concluding Business:

10. Committee Member Comments

None.

11. Date of Next Meeting – Wednesday, September 8 at 1:30 p.m.

12. Adjournment at 2:23 p.m.



Yvonne Horton (Jun 21, 2021 10:16 PDT)

Yvonne Horton, Chair

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**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

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:

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

The Regular Meeting of the Security and Community Access Committee was held on Monday, June 28, 2021 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Don Tibbetts (Chair), Maggie Blackwell, Cush Bhada, Craig Wayne

MEMBERS ABSENT: Donna Rane-Szostak, Margaret Bennett, Reza Bastani, Manuel Armendariz, Andre Torng,

OTHERS PRESENT: Mike Epstein, Frank Tybor, Juanita Skillman

STAFF PRESENT: Tom Siviglia, Jayanna Hendley, and Vanessa Ayala

CALL TO ORDER

Don Tibbetts, Chair, called the meeting to order at 1:31 p.m.

ACKNOWLEDGEMENT OF PRESS

The Media was not present.

APPROVAL OF AGENDA

By way of consensus, the Committee approved the agenda as presented.

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the April 26, 2021 meeting report.

CHAIRMAN'S REMARKS

Chair Tibbetts had no comments.

MEMBER COMMENTS ON NON-AGENDA ITEMS

No member comments were received

RESPONSE TO MEMBER COMMENTS ON NON-AGENDA ITEMS

None

REPORTS

Disaster Preparedness Task Force Report Security Operations Manager, Tom Siviglia, gave reports on behalf of Chief Carlos Rojas, Security Director. Mr. Siviglia reported that the Fire Avert Device program has been approved and that Security will be moving forward with selecting volunteers to test the program. Siviglia stated that the Disaster Preparedness Task Force is working toward updating their Good Neighbor Captain training material. Siviglia also announced that the American Red Cross will be hosting another virtual training, this time covering the topics of Earthquake and Flood Preparedness, on August 10th at 10:00 AM. Members made comments and asked questions.

RV Update Tom Siviglia reported that we currently have 322 occupied spaces in Lot A, and 54 occupied spaces in Lot B. Members made comments and asked questions.

Noteworthy Incidents Tom Siviglia reported that we have recently given a commendation to three Security staff members for their assistance in recovering three stolen bicycles. Siviglia also mentioned that two of our staff members recently apprehended an illegal caregiver who was under the influence of narcotics and assisted in the subject's arrest by the Orange County Sheriff's Department. Furthermore, Siviglia mentioned that a vehicle has recently been reported stolen out of the Phase Two area, and it has not yet been recovered. Tom Siviglia also states that Security has recently hired a Gate Ambassador Scheduler who is doing a wonderful job of ensuring that our gates are well managed and staffed properly.

Security Statistics Tom Siviglia reported details and insights on these statistics. Members made comments and asked questions.

ITEMS FOR DISCUSSION AND CONSIDERATION

Bicycle Registration Program Staff Report Jayanna Hendley, Security Administrative Coordinator, reported that Security will implement a voluntary Bicycle Registration Program for residents. Hendley stated that this program will be implemented at no cost to GRF. Hendley also noted that this staff report served as an advisory notification to the committee.

ITEMS FOR FUTURE AGENDAS

None

CONCLUDING BUSINESS

DATE OF THE NEXT MEETING

The next meeting is scheduled for Monday, August 30, 2021, at 1:30 p.m. in a hybrid model meeting on Zoom and in the Board Room in the Laguna Woods Village Community Center.

ADJOURNMENT

There being no further business to come before the Committee, Chair Tibbetts adjourned the meeting at 2:08 p.m.

Don Tibbetts

[Don Tibbetts \(Jun 28, 2021 16:11 PDT\)](#)

Don Tibbetts, Chair

Jun 28, 2021

REPORT OF THE LAGUNA WOODS VILLAGE
TRAFFIC HEARINGS COMMITTEE

June 16, 2021

The Regular Meeting of the Laguna Woods Village Traffic Hearings Committee was held on Wednesday June 16, 2021 at 9:00 A.M., Virtual

MEMBERS PRESENT: Chair: Yvonne Horton, Neda Ardani, Elsie Addington, Inesa Nord-Leth, Cush Bhada

MEMBERS ABSENT: John Frankel, Debbie Dotson, and John Carter

STAFF PRESENT: Jayanna Hendley, Vanessa Ayala, Eulalio Diaz

Call to Order

Yvonne Horton, Chair, called the meeting to order at 9:13 A.M.

Approval of Agenda

Chair Horton made a motion to approve agenda as presented.
By unanimous consent, the motion passed.

Approval of Meeting Reports

Chair Horton made a motion to approve the meeting report from May 19, 2021.
By unanimous consent, the motion passed.

Traffic Hearings

- a. 9:00 a.m. Traffic Violation # 2107417 (Failure to Obey Stop Sign) – Guilty, \$50 Fine
- b. 9:15 a.m. Traffic Violation # 2105364 (No Parking Zone/Fire Hydrant) -Guilty, No Fine
- c. 9:30 a.m. Traffic Violation # 2105362 (Parked on Sidewalk or Grass) – Guilty, \$25 Fine

Traffic Consent Calendar

Chair Horton made a motion to approve the consent calendar.
By unanimous consent, the motion passed.

Date of Next Meeting

The next meeting is scheduled for Wednesday July 21, 2021, at 9:00 A.M., via virtual meeting.

Adjournment

With no further business before the Committee, the meeting was adjourned at 9:44 A.M.


Yvonne Horton (Jun 24, 2021 17:34 PDT)

Jun 24, 2021

Yvonne Horton, Chair

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