



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

November 16, 2017

The Regular Meeting of the Third Laguna Hills Mutual Board of Directors, a California non-profit mutual benefit corporation, was held on Tuesday, November 16, 2017 at 9:30 AM, at 24351 El Toro Road, Laguna Woods, California

Directors Present: Rosemarie diLorenzo, Bill Walsh, James Tung, Burt Baum, Steve Parsons, Bunny Carpenter, John Frankel, Annette Sabol Soule, Jules Zalon, Bert Moldow and Susan Caine

Directors Absent: None

Staff Present: Open Session: Lori Moss and Leslie Cameron,
Executive Session: Lori Moss, Tim Moy, Francis Rangel, Casey Almero and Leslie Cameron

Others Present: VMS: Donna Dwaileebe
Executive Session: Sandra L. Gottlieb, Esq. of Swedelson Gottlieb

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Director Caine led the Membership in the Pledge of Allegiance.

3. ACKNOWLEDGEMENT OF MEDIA

The Globe and the Channel 6 Camera Crew, by way of remote cameras, were acknowledged as present.

4. APPROVAL OF AGENDA

Director Parsons moved to approve the agenda as presented, seconded by Director Baum, and passed unanimously.

5. APPROVAL OF THE MINUTES

- 5a. October 5, 2017 Special Open Session – Annual Meeting
- 5b. October 5, 2017 Special Open Session – Organizational Meeting
- 5c. October 17, 2017 Regular Open Meeting
- 5d. October 20, 2017 Special Open Session
- 5e. October 20, 2017 Special Open – Strategic Plan

Director Parsons moved to approve the minutes as presented, seconded by Director Caine, and passed unanimously.

6. REPORT OF THE CHAIR

President diLorenzo stated that all meetings will be moved to the Board Room due to it being set up for the hearing impaired. Third Board is now accepting applications for a Board vacancy appointment and a VMS term appointment. Both applications can be picked up on the second floor in the General Manager's office with Leslie Cameron and will be announced at the December 19, 2017, Board Meeting. If anyone is interested in becoming an advisor you can contact the Committee Chair or Leslie Cameron at 949-268-2295 or leslie.cameron@vmsinc.org.

7. OPEN FORUM

- Sanford Glasky5521-C – brought positive news stating that his manor will be painted within the next month and the landscape crew did a marvelous job around his manor.
- Jordi Daley 3335-3C spoke about a bed bug issue in her building.

8. RESPONSES TO OPEN FORUM SPEAKERS

- Directors Moldow, diLorenzo and Walsh responded to bed bug issues.
- Director Tung responded to the landscape compliments.

9. UPDATE FROM VMS

Donna Dwaileebe, VMS Director, clarified that VMS is the management company that fulfills all of the service requests. The Board oversees the CEO and his management of staff. VMS doesn't make decisions or policies, as it is the Mutual Boards duty.

The new Breeze issue will be coming out soon with current Community information; she encouraged Members to get the facts.

The VMS Board attended the employee recognition meeting held on October 30, and complimented staff on their positivity and teamwork. Recreation staff sponsored a Halloween party for employees with a chili cook-off and a Halloween costume contest, with VMS Board Members as judges.

Chris Spahr, Resident Services Administrator, gave an update at the last VMS Board Meeting. She shared that Resident Services is repurposing space to become more

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efficient, gave statistics on customer service and has implemented training and communication meetings.

Bruce Harley, General Services Director, is doing well with landscaping and Board members are hearing compliments from residents.

She encouraged Board Members to come to the VMS Board meeting and invited volunteers to the annual Luncheon on December 1, at 11:30 a.m. in Clubhouse 5.

10. REPORT OF THE CEO

Lori Moss, Community Manager, gave the report of the CEO.

- Lori Moss stated Jackie Giacomazzi, Human Resources Director, will be retiring in spring and recruitment/interviews are underway. She announced her retirement the end of February.
- Carport cleaning will be completed before the end of the month and Garden Villas trash room and chute cleaning will begin in the next few weeks.
- Turf repair or reseeding has begun with the first focus on areas where requests and complaints have been received.
- Slope, v-ditch and catch basin cleaning is continuing in Third for winter preparation. Slope maintenance has begun and will continue through the winter and scheduled tree trimming continues.
- Do-Rite is no longer being used for dry downs; and there are three different contractors to call on.
- LH21 stairwell beams and dry rot support replacement will begin at the following buildings: 3336, 3371, 4025, 4026, 3500, and 3501. An additional four buildings are scheduled for completion by the end of 2017. Please check the Breeze for the schedule.
- There are five buildings to receive copper pipe epoxy lining beginning November 24.
- Resident Services will be open on the Friday and Saturday following Thanksgiving.

11. CONSENT CALENDAR

11a. Architectural Control and Standards Committee Recommendations:

2245-A – Approve Room Addition

RESOLUTION 03-17-126 **Variance Request**

WHEREAS, Ms. Margaret D. Jefferson of 2245-A Via Mariposa East of Third Laguna Hills Mutual, submitted a request for a variance to construct a room addition onto the rear patio and said alteration shall be constructed on Exclusive Use Common Area as defined in the Declaration of Covenants, Conditions and Restrictions (CC&Rs); and

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WHEREAS, Third Laguna Hills Mutual Board of Directors (the Board) has considered the request utilizing the Common Area Use Policy as approved by the Board via Resolution 03-17-77, as revised in accordance with California Civil Code § 4600 on July 20, 2017.

NOW THEREFORE BE IT RESOLVED, on November 16, 2017, the Board of Directors hereby approves the request for the variance to grant exclusive use of the subject common area to the requesting member with the condition that the proposed alteration is constructed in accordance with the following criteria:

1. No improvement shall be installed, constructed, modified or altered at Manor **2245-A**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Manor Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Manor Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Owner or Owners ("Owner") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval.
2. A Mutual Consent for Manor Alterations has been granted at **2245-A** for a **Room Addition onto Rear Patio**, subject to the attached approved plans and is subject to the final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or severe fines to the Member.
3. Owner hereby consents to and grants to the Mutual and the Division, and their representatives, a right of entry upon the Property at any time to be used to inspect the Property and the improvements thereon and for the Mutual and the Division, and their representatives and contractors to remedy any violation upon the Property, including, but not limited to, removing trash, removing any improvement installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval.
4. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Owner at 2245-A and all future Owners at 2245-A.
5. Owner shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking violations, maintenance of a clean job site at all times, and use of Mutual property for storage of equipment or materials without prior approval. Owner acknowledges and agrees that all such persons are his/her invitees. Owner shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations. Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment, or other charge levied in connection therewith.

6. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com>) in place to admit contractors and other invitees.
7. Owner's contractors and other invitees shall travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
8. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible contractors' or other invitees' vehicles should be limited in number.
9. Owner(s) of the Property must sign and submit to the Mutual, c/o VMS, Inc., at the Division office located in the Laguna Woods Village Community Center, an executed and notarized "Recordable Common Area Agreement" for a proposed improvement that would utilize any portion of the Mutual's Common Area. Prior to the issuance of a Mutual Consent for Manor Alterations, that "Recordable Common Area Agreement" must be filed with the Orange County Clerk/Recorder.
10. A City of Laguna Woods permit is required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a Mutual Consent for Manor Alterations, the appropriate City of Laguna Woods permit number(s) must be submitted to the Division office located in the Laguna Woods Village Community Center. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks.
11. Prior to the issuance of a Mutual Consent for Manor Alterations, a complete set of unit specific plans prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
12. Prior to the issuance of a Mutual Consent for Manor Alterations, if required, a Mutual Roof Alteration Notification ("Tie-In Form") must be submitted to the Division. All roof tie-ins must be performed by a C-39 Licensed Contractor. The Owner may hire a C-39 Licensed Contractor of his/her own choice to perform roof tie-ins for the installation of solar panels on all roof types except PVC Cool Roofs. For PVC Cool Roofs, regardless of the roof type, all tie-ins must be performed by the Mutual's roofing contractor at the Owner's expense. All tie-ins may only be made to sound structural elements. Existing structural elements proposed to be tied to, which exhibit signs of dry rot or other structural defects, must first be replaced or repaired at the Owner's expense during construction of the improvement.
13. Prior to the issuance of a Mutual Consent for Manor Alterations, any altered exterior surface should match the building color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or white; the approved colors and materials are identified at Resident Services located at the Community Center first floor.

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14. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards. See <http://www.lagunawoodsvillage.com>.
15. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times.
16. During construction, both the Mutual Consent for Manor Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
17. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor.
18. The Mutual Consent for Manor Alterations expires six months after the date of approval, unless an application is submitted with fees and approved by the Division for an extension. Only one extension for a maximum of an additional six months may be granted.
19. Violations of the forgoing conditions or the Mutual's Governing Documents (See <http://www.lagunawoodsvillage.com>), including, but not limited to, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Owner Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.
20. Mutual member shall indemnify, defend and hold harmless Third and its officers, directors, committee members and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Mutual member's improvements and installation, construction, design and maintenance of same.
21. The Mutual Consent Applicant or agent must contact the Manor Alterations Division as soon as the project is complete and has received a Final City of Laguna Woods permit approval in order to arrange a final inspection for Mutual Consent.

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

5037 – Approve Converting Glass Windscreen into Room Addition; Remove Existing Column and Decorative Beam at Front Entry

RESOLUTION 03-17-127
Variance Request

WHEREAS, Mr. Reza Karimi of 5037 Avenida del Sol of Third Laguna Hills Mutual, submitted a request for a variance to convert a glass windscreen into a room addition, to remove an existing column and decorative beam at the front entry, and said alterations shall be constructed on Exclusive Use Common Area as defined in the Declaration of Covenants, Conditions and Restrictions (CC&Rs); and

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WHEREAS, Third Laguna Hills Mutual Board of Directors (the Board) has considered the request, utilizing the Common Area Use Policy as approved by the Board via Resolution 03-17-77, as revised in accordance with California Civil Code § 4600 on July 20, 2017.

NOW THEREFORE BE IT RESOLVED, on November 16, 2017, the Board of Directors hereby approves the request for the variance to grant exclusive use of the subject common area to the requesting member with the condition that the proposed alterations are constructed in accordance with the following criteria:

1. The decorative brick work must be consistent along the front of unit. All three sections must match in shape (arched or squared).
2. No improvement shall be installed, constructed, modified or altered at Manor **5037**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Manor Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Manor Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Owner or Owners ("Owner") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval.
3. A Mutual Consent for Manor Alterations has been granted at **5037** for **Converting Glass Windscreen into Room Addition and Remove Existing Column and Decorative Beam at Front Entry**, subject to the attached plans stamped approved and are subject to the final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or severe fines to the Member.
4. Owner hereby consents to and grants to the Mutual and the Division, and their representatives, a right of entry upon the Property at any time to be used to inspect the Property and the improvements thereon and for the Mutual and the Division, and their representatives and contractors to remedy any violation upon the Property, including, but not limited to, removing trash, removing any improvement installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval.
5. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Owner at 5037 and all future Mutual members at 5037.
6. Owner shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking violations, maintenance of a clean job site at all times, and use of Mutual property for storage of equipment or materials without prior approval. Owner acknowledges and agrees that all such persons are his/her invitees. Owner shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations. Owner shall be liable for any violation of the Mutual's

Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.

7. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com>) in place to admit contractors and other invites.
8. Owner's contractors and other invitees shall travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
9. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible contractors' or other invitees' vehicles should be limited in number.
10. Owner(s) of the Property must sign and submit to the Mutual, c/o VMS, Inc., at the Division office located in the Laguna Woods Village Community Center, an executed and notarized "Recordable Common Area Agreement" for a proposed improvement that would utilize any portion of the Mutual's Common Area. Prior to the issuance of a Mutual Consent for Manor Alterations, that "Recordable Common Area Agreement" must be filed with the Orange County Clerk/Recorder.
11. A City of Laguna Woods permit is required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a Mutual Consent for Manor Alterations, the appropriate City of Laguna Woods permit number(s) must be submitted to the Division office located in the Laguna Woods Village Community Center. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks.
12. Prior to the issuance of a Mutual Consent for Manor Alterations, a complete set of unit specific plans prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
13. Prior to the Issuance of a Mutual Consent for Manor Alterations, the Owner must have conducted an inspection of the waste lines, by a VMS Plumber, to assure no repairs are needed. The inspection will be a chargeable service to the Owner. Inspection appointments are to be made with Resident Services, by authorized persons only. Findings from the video inspection will be recorded on the chargeable service ticket for Manor Alterations staff to review.
14. Prior to the issuance of a Mutual Consent for Manor Alterations, if required, a Mutual Roof Alteration Notification ("Tie-In Form") must be submitted to the Division. All roof tie-ins must be performed by a C-39 Licensed Contractor. The Owner may hire a C-39 Licensed Contractor of his/her own choice to perform roof tie-ins for the installation of solar panels on all roof types except PVC Cool Roofs. For PVC Cool Roofs, regardless of the roof type, all tie-ins must be performed by the Mutual's roofing contractor at the Owner's expense. All tie-ins may only be made to sound structural elements. Existing structural elements proposed to be tied to, which exhibit

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- signs of dry rot or other structural defects, must first be replaced or repaired at the Owner's expense during construction of the improvement.
15. Prior to the issuance of a Mutual Consent for Manor Alterations, any altered exterior surface should match the Building color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or white; the approved colors and materials are identified at Resident Services, located at the Community Center ground floor.
 16. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards. See <http://www.lagunawoodsvillage.com>.
 17. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times.
 18. During construction, both the Mutual Consent for Manor Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
 19. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor.
 20. The Mutual Consent for Manor Alterations expires six months after the date of approval, unless an application is submitted with fees and approved by the Division for an extension. Only one extension, for a maximum of an additional six months, may be granted.
 21. Violations of the forgoing conditions or the Mutual's Governing Documents (See <http://www.lagunawoodsvillage.com>), including, but not limited to, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Owner Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.
 22. Mutual member shall indemnify, defend and hold harmless Third and its officers, directors, committee members and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Mutual member's improvements and installation, construction, design and maintenance of same.
 23. The Mutual Consent Applicant or Acting Agent must contact the Manor Alterations Division as soon as the project is complete and has received a Final City of Laguna Woods permit approval in order to arrange a final inspection for Mutual Consent.

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

5176- Approve Room Extension on Patio and Private Garden; Laundry Room Installation in Garage

RESOLUTION 03-17-128

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Variance Request

WHEREAS, Mr. Michael H. Plean of 5176 Calzado of Third Laguna Hills Mutual, submitted a request for a variance for a room extension on the patio and private garden; a laundry room installation in the garage and said alterations shall be constructed on Common Area as defined in the Declaration of Covenants, Conditions and Restrictions (CC&Rs); and,

WHEREAS, Third Laguna Hills Mutual Board of Directors (the Board) has considered the request, utilizing the Common Area Use Policy as approved by the Board via Resolution 03-17-77, as revised in accordance with California Civil Code § 4600 on July 20, 2017.

NOW THEREFORE BE IT RESOLVED, on November 16, 2017, the Board of Directors hereby approves the request for the variance to grant exclusive use of the subject common area to the requesting member with the condition that the proposed alterations are constructed in accordance with the following criteria:

1. Neighbor Awareness Form is signed as approved by the neighboring Manor 5177.
No improvement shall be installed, constructed, modified or altered at Manor **5176**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Manor Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Manor Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Owner or Owners ("Owner") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval.
2. A Mutual Consent for Manor Alterations has been granted at **5176** for **Room Extension onto Patio and Private Garden**, subject to the attached plans stamped approved and is subject to the final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or severe fines to the Member.
3. Owner hereby consents to and grants to the Mutual and the Division, and their representatives, a right of entry upon the Property at any time to be used to inspect the Property and the improvements thereon and for the Mutual and the Division, and their representatives and contractors to remedy any violation upon the Property, including, but not limited to, removing trash, removing any improvement installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval.
4. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Owner at 5176 and all future Mutual members at 5176.
5. Owner shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the

Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking violations, maintenance of a clean job site at all times, and use of Mutual property for storage of equipment or materials without prior approval. Owner acknowledges and agrees that all such persons are his/her invitees. Owner shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations. Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.

6. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com>) in place to admit contractors and other invites.
7. Owner's contractors and other invitees shall travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
8. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible contractors' or other invitees' vehicles should be limited in number.
9. Owner(s) of the Property must sign and submit to the Mutual, c/o VMS, Inc., at the Division office located in the Laguna Woods Village Community Center, an executed and notarized "Recordable Common Area Agreement" for a proposed improvement that would utilize any portion of the Mutual's Common Area. Prior to the issuance of a Mutual Consent for Manor Alterations, that "Recordable Common Area Agreement" must be filed with the Orange County Clerk/Recorder.
10. A City of Laguna Woods permit is required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a Mutual Consent for Manor Alterations, the appropriate City of Laguna Woods permit number(s) must be submitted to the Division office located in the Laguna Woods Village Community Center. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks.
11. Prior to the issuance of a Mutual Consent for Manor Alterations, a complete set of unit specific plans prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
12. Prior to the Issuance of a Mutual Consent for Manor Alterations, the Owner must have conducted an inspection of the waste lines, by a VMS Plumber, to assure no repairs are needed. The inspection will be a chargeable service to the Owner. Inspection appointments are to be made with Resident Services, by authorized persons only. Findings from the video inspection will be recorded on the chargeable service ticket for Manor Alterations staff to review.
13. Prior to the issuance of a Mutual Consent for Manor Alterations, if required, a Mutual Roof Alteration Notification ("Tie-In Form") must be submitted to the Division. All roof tie-ins must be performed by a C-39 Licensed Contractor. The Owner may hire

a C-39 Licensed Contractor of his/her own choice to perform roof tie-ins for the installation of solar panels on all roof types except PVC Cool Roofs. For PVC Cool Roofs, regardless of the roof type, all tie-ins must be performed by the Mutual's roofing contractor at the Owner's expense. All tie-ins may only be made to sound structural elements. Existing structural elements proposed to be tied to, which exhibit signs of dry rot or other structural defects, must first be replaced or repaired at the Owner's expense during construction of the improvement.

14. Prior to the issuance of a Mutual Consent for Manor Alterations, the Owner shall request a Landscape Department inspection in order to assure all landscape, irrigation, and drainage modifications associated with the improvements are identified and completed by the Landscape Department at the expense of the Owner. All gutter drainage shall be directed away from structures, free standing walls, foundations, and pedestrian walkways.
15. Prior to the issuance of a Mutual Consent for Manor Alterations, any altered exterior surface should match the Building color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or white; the approved colors and materials are identified at Resident Services located at the Community Center first floor.
16. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards. See <http://www.lagunawoodsvillage.com>.
17. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times.
18. During construction, both the Mutual Consent for Manor Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
19. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor.
20. The Mutual Consent for Manor Alterations expires six months after the date of approval, unless an application is submitted with fees and approved by the Division for an extension. Only one extension for a maximum of an additional six months may be granted.
21. Violations of the forgoing conditions or the Mutual's Governing Documents (See <http://www.lagunawoodsvillage.com>), including, but not limited to, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Owner Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.
22. Mutual member shall indemnify, defend and hold harmless Third and its officers, directors, committee members and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Mutual member's improvements and installation, construction, design and maintenance of same.

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23. The Mutual Consent Applicant or agent must contact the Manor Alterations Division as soon as the project is complete and has received a Final City of Laguna Woods permit approval in order to arrange a final inspection for Mutual Consent.

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

11b. Landscape Committee Recommendations:

3110-D Deny Request for Tree Removal

RESOLUTION 03-17-129
Tree Removal

WHEREAS, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149 tree removal guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction if the obstruction is a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on November 2, 2017, the Landscape Committee recommended to deny the request to remove the trees located at 3110-D; and,

NOW THEREFORE BE IT RESOLVED, November 16, 2017, the Board of Directors denied a request for the removal of three Queen Palms because it does not comply with the tree removal guidelines; and,

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

5284 Deny Request for Tree Removal

RESOLUTION 03-17-130

November 16, 2017

Tree Removal

WHEREAS, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149 tree removal guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on November 2, 2017, the Landscape Committee recommended to deny the request to remove the tree located at 5284 Pina.

NOW THEREFORE BE IT RESOLVED, November 16, 2017, the Board of Directors denied a request for the removal of one Carrotwood tree because it does not comply with the tree removal guidelines; and,

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

5509 Deny Request for Tree Removal

RESOLUTION 03-17-131 **Tree Removal**

WHEREAS, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149 tree removal guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.

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- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on November 2, 2017, the Landscape Committee recommended to deny the request to remove the tree located at 5509-A.

NOW THEREFORE BE IT RESOLVED, November 16, 2017, the Board of Directors denied a request for the removal of one Chinese Elm tree; because it does not comply with the tree removal guidelines; and,

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

5519-3C Deny Request for Tree Removal

RESOLUTION 03-17-132
Tree Removal

WHEREAS, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149 tree removal guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on November 2, 2017, the Landscape Committee recommended to deny the request to remove the tree located at 5519-3C.

NOW THEREFORE BE IT RESOLVED, November 16, 2017, the Board of Directors denied a request for the removal of one Monterey Pine tree because it does not comply with the tree removal guidelines; and,

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

11c. Finance Committee Recommendations:

Approval of Resolution to Record Lien against Member's ID; 932-600-04

RESOLUTION 03-17-133

Recording of a Lien

WHEREAS, Member ID 931-580-84; 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, November 16, 2017, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-580-84; 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.

Approval of Resolution to File in Small Claims Court against Member's ID: 932-600-04

RESOLUTION 03-17-134

Filing of Separate Small Claims Court Case

WHEREAS, the Finance Committee recommends filing separate Small Claims Court cases of \$2,500 (or less) in an attempt to collect delinquent chargeable services by way of a judgment or stipulation against members/owners in Third Laguna Hills Mutual.

NOW THEREFORE BE IT RESOLVED, November 16, 2017, that the Board of Directors hereby approves the filing of a separate Small Claims Court case for Member ID 932-600-04; 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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Director Moldow made a motion to approve the Consent Calendar as presented. Seconded by Director Parsons.

Director Carpenter requested to add to the Board Minutes that staff will trim the tree blocking the streetlight and root prune tree to prevent damage to driveway at unit 5509-A. She further stated that Variance Request Resolutions don't contain the Neighborhood Awareness Forms. Lori Moss stated that a WHEREAS will be added to the resolution stating that the letters have been sent out ahead of time with the date, and to whom within 150 feet radius of the Unit.

The motion passed unanimously.

12. Unfinished Business

12a. Introduce a Resolution including Amendments to the Golf Cart Policies and Procedures (initial notification – postpone 30-days for Member comments and suggestions to conform to the notification requirement)

Burt Baum, Secretary of the Board, read a resolution introducing Golf Cart Policies and Procedures:

RESOLUTION 03-17-XX

Golf Cart Policies and Procedures

WHEREAS, the Third Laguna Hills Mutual (TLHM) Board desires to set golf cart policies and procedures including decals, RFIDs, fines;

WHEREAS, Residents are required to register golf carts;

WHEREAS, electric golf carts plugged into common area electricity must pay the current annual golf cart charging fee;

WHEREAS, registration includes application of a golf cart reflective, tamper resistant decal which must be visible at all times;

WHEREAS, should a golf cart leave the community on any of the various golf cart paths provided within the City of Laguna Woods, Member must obtain a RFID sticker after paying the required fee;

WHEREAS, the golf cart decal and RFID remain the property of GRF; and

WHEREAS, TLHM has concerns about properly maintained golf carts, unattended extension cords and golf cart chargers that are not positioned at least six inches above the floor.

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NOW THEREFORE BE IT RESOLVED, on December 19, 2017, that the following amendments are made to the Golf Cart Section of the Laguna Woods Village Vehicle, Traffic, and Parking Rules.

GOLF CART REGISTRATION ONLY

Golf Carts that are garaged and plug in to private power will be issued a rectangular green, reflective, tamper resistant decal with an exterior all around blue border for registration purposes.

Golf Carts that are gas operated will be issued a rectangular red, reflective, tamper resistant decal with an exterior all around blue border for registration purposes.

GOLF CART PLUG IN VEHICLES IN COMMON AREA

Resident Golf Carts are allowed to connect to TLHM common area electricity will be issued a rectangular orange, reflective, tamper resistant decal with an exterior all around blue border for registration purposes.

- The ability to charge is included in the annual Electric Golf Cart fee for registered carts to any MANOR that does not have a private garage per the requirements of the BOARD approved Alteration Standard, Section 44, Electric Charging Stations.
- Golf Carts will be issued a TLHM decal, which should be affixed by staff to the exterior of the rear fender on the lower corner furthest from the driver.
- All Golf Cart charging equipment must be certified and maintained to UL standards. Golf Cart charging may not be utilized within storage cabinets.
- The decal may be revoked upon expiration, withdrawal, or termination from the program; or non-compliance with these rules.
 - Any golf cart connected to a common area outlet without authorization will be disconnected and receive a Notice of Violation (NOV), in addition to the other enforcement actions allowed in these rules

Non-resident or guests are prohibited from connecting to common area outlets.

UNATTENDED GOLF CART EXTENSION CORDS, BATTERY CHARGERS

Unattended extension cords may not be used in TLHM for any purpose. All golf cart battery chargers must be elevated a minimum of six inches from the floor.

FEES AND FINES

Refer to the TLHM Fee Sheet and the Schedule of Traffic and Monetary Penalties.

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RESOLVED FURTHER, residents found with unattended extension cords and/or golf cart chargers that are not a minimum of six inches above the floor will be subject to fines;

RESOLVED FURTHER, that Resolution 03-17-76 approved on July 18, 2017; and 03-17-99 approved on September 19, 2017, 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.

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 30-days from the postponement to comply with Civil Code §4360.

12b. Introduce a Resolution including Amendments to the Golf Cart Policies and Procedures (initial notification – postpone 30-days for Member comments and suggestions to conform to the notification requirement)

Burt Baum, Secretary of the Board, read a resolution introducing Plug-In Electric Vehicles Policy and Procedures:

RESOLUTION 03-18-XXX
Plug-In Electric Vehicles Policy and Procedures

WHEREAS, the Board adopted an Electric Vehicle Charging Policy for Plug-in Electric Vehicles (PEV) to utilize 120 volt outlets in Common Areas;

WHEREAS, Residents are required to pay an annual pro-rated usage fee for every PEV registered to any unit that does not have a private garage, or private charging station; and,

WHEREAS, a recommendation has been made to allow residents to “opt-out” by signing a waiver, if they don’t plan on connecting to Third Laguna Hills Mutual (TLHM) common area electricity.

NOW THEREFORE BE IT RESOLVED, on December 19, 2017, that the following amendments are made to the Electric Vehicle Section of the Laguna Woods Village Vehicle, Traffic, and Parking Rules.

PLUG IN ELECTRIC VEHICLES (PEV)

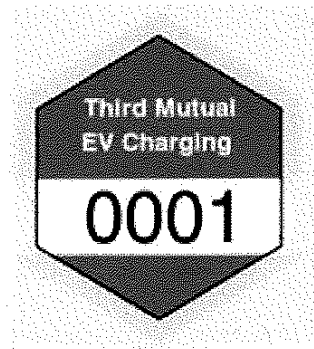
Non-resident and guest PEVs are prohibited from connecting to common area outlets.

Any PEV connected to a common area outlet without authorization may be disconnected and/or owner contacted by Security staff, in addition to the other enforcement actions allowed in these rules.

Owners of PEVs are solely responsible for the proper use and maintenance of their vehicle and any associated equipment used in charging the vehicle and may not make any unauthorized alterations to Mutual outlets, wiring, circuit breakers or electric service panels.

Resident PEVs of other types (e.g. battery electric and plug-in hybrid vehicles) are allowed to connect to Mutual common area electricity upon payment of the electricity user fee set by the Mutual Board, and Resident must properly display a Mutual issued Electric Vehicle (EV) decal on the vehicle.

- A pro-rated annual electricity usage fee, as set forth on the Mutual fee sheet, registered to any MANOR that does not have a private garage per the requirements of the BOARD approved Alteration Standard Section 44 Electric Vehicle Charging Stations.
- Upon completion of an application for an EV decal, which includes submittal of the vehicles VIN#, participating PEVs will be issued a Mutual authorized EV decal, affixed by staff to the exterior of the rearmost window in the lower corner furthest from the driver.
 - The EV decal is the property of Third Mutual and may be revoked upon expiration, withdrawal or termination from program, or non-compliance with these rules.



- The EV decal signifies the PEV is authorized to connect to outlets in the Third Mutual common area only.
 - Connection to outlets controlled by GRF, United, or Mutual Fifty is prohibited, except for self-contained, fee-per-use charging stations.
 - Connection to an outlet metered at any individual TLHM manor is prohibited without the controlling Resident's express permission.
 - Residents may request to "opt-out" of the Mutual EV Decal program by submitting a signed waiver at Resident Services indicating they will not be using Mutual common area electric to charge their Plug-in Electric Vehicle

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(PEV), and that they understand the consequences (fines) if they violate the Mutual EV Decal policy.

- PEVs are equipped with charging cords, which for the purpose of this Policy are not “extension cords”.

FEES AND FINES

Refer to the TLHM Fee Sheet and the Schedule of Traffic and Monetary Penalties as it applies.

UNATTENDED EXTENSION CORDS

Unattended extension cords may not be used in TLHM for any purpose.

RESOLVE FURTHER, that residents found with unattended extension cords will be subject to fines;

RESOLVED FURTHER, that Resolution 03-17-76 approved on July 18, 2017; and 03-17-99 approved on September 19, 2017, 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.

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 30-days from the postponement to comply with Civil Code §4360.

- Director Moldow asked staff to add the need for the car's VIN number and a description of the car's charging cable into the policy.
- Director Parsons asked for clarification in the resolution in regard to the use of electrical extension cords being used for vehicle charging only.

12c. Introduce a Resolution including Amendments to the Leasing Policy (initial notification – postpone 30-days for Member comments and suggestions to conform to the notification requirement)

Secretary of the Board, Burt Baum read a resolution introducing Amendments to the Leasing Policy:

RESOLUTION 03-17-XX

Lease Authorization Procedure and Application

WHEREAS, the Board of Directors (the “Board”) of Third Laguna Hills Mutual (“Mutual”) held a meeting on November 16, 2017, at which a quorum of the Board was present;

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WHEREAS, the Board is obligated to manage and enforce the residency requirements for Mutual Members and other residents and tenants as set forth in the Mutual's governing documents, including without limitation the Mutual's, Declaration of Covenants, Conditions, and Restrictions (CC&Rs), Bylaws, and Operating Rules;

WHEREAS, pursuant to its duties under the Mutual's Governing Documents, the Board is obligated to review lease applications for prospective leases between Mutual Members and their proposed tenants in accordance with the provisions of the Bylaws, CC&Rs and Operating Rules;

WHEREAS, the Board adopted a Lease Authorization Policy by Resolution 03-17-67 for the purpose of clarifying definitions, fees, charges, terms, and conditions, and implementing new procedures, with an emphasis on certain select Operating Rules, which included a requirement that criminal background and credit checks be submitted by Members seeking authorization to lease their Manor along with a copy of the lease agreement;

WHEREAS, the Lease Authorization Policy has been in effect for approximately four months and the criminal background and credit check requirements under such Policy have proven to be disruptive to the application process, an administrative burden to the Mutual, and the subject of concern raised by a number of Mutual Members; and,

WHEREAS, the Board has determined that it would be in the best interests of the Mutual to modify some of the procedures and requirements in the Lease Authorization Policy previously adopted by the Board pursuant to Resolution 07-17-67, including the rescinding of the requirements of criminal background and credit checks, so as to alleviate some of the issues and difficulties presented by such previously adopted procedures.

NOW, THEREFORE BE IT RESOLVED, December 19, 2017, that the Board of the Mutual hereby approves and adopts the revised Lease Authorization Procedure and Application;

RESOLVED FURTHER, that Staff is hereby directed to disseminate this information to the realty community serving Laguna Woods Village;

RESOLVED FURTHER, that Resolution 03-17-67 and the prior version of the Lease Authorization Policy adopted by said Resolution are hereby superseded by this Resolution and the revised Lease Authorization Policy adopted pursuant to this Resolution; and,

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

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member

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postpones the resolution to the next available Board Meeting no less than 30-days from the postponement to comply with Civil Code §4360.

Director Baum stated that on Page 2 of 27 of the staff report, under Financial Analysis, add, "... the fee collected with the Lease Authorization **Renewal** ..." He stated that on Page 6 of 16 of the Leasing Policy, Co-Occupant needs to be struck from the list. On Page 27 of 27 of the Resolution, add, "*rescinding of the*" requirements of criminal background and credit checks.

12d. Entertain a Motion to Approve Committee Assignments for Third and GRF

Secretary of the Board, Burt Baum read changes to two resolutions approving the Committee Assignments for Third Mutual and GRF:

RESOLUTION 03-17-135

Mutual Committee Appointments

RESOLVED, November 16, 2017, 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

Bert Moldow, Chair
John Frankel, **Co-Chair**
Bill Walsh
Steve Parsons
Annette Sabol-Soule
Rosemarie diLorenzo, Alternate
Voting Advisors: Mike Butler and Bob Hatch

Communications Committee

Burt Baum, Chair
Susan Caine
Bill Walsh
Bunny Carpenter
Non-Voting Advisors: Carol St. Hillarie and **Roy V. Bruninghaus**

Energy and Technology Committee

Bill Walsh, Chair
Bert Moldow, Co-Chair
Burt Baum

John Frankel
Non-Voting Advisors: Steven Leonard, ~~Leon St. Hilaire~~

Executive Hearing Committee

Rosemarie diLorenzo, Chair
Steve Parsons, **Co-Chair**
~~James Tung, Co-Chair~~
Bunny Carpenter
John Frankel
Jules Zalon, Alternate
Burt Baum, Alternate

Finance (Committee of the Whole)

Steve Parsons, Chair
Rosemarie diLorenzo, Vice Chair
Non-Voting Advisors: Colin Johnston, John Hess, Wei-Ming Tao

Garden Villa Recreation Room Subcommittee

Bert Moldow, Chair
Steve Parsons, Alternate
Voting Advisors: Lynn Jarrett, Sharon Molineri, Stuart Hack

Laguna Woods Village Traffic Hearings

John Frankel
Jules Zalon
~~Susan Caine, Alternate~~

Landscape

James Tung, Chair
Susan Caine – Vice Chair
John Frankel
Jules Zalon
Non-Voting Advisors: Bob Figeira and Violet Lawrence

Maintenance and Construction (Committee of the Whole)

Bert Moldow, Chair
Bunny Carpenter – **1st Vice Chair**
John Frankel, **2nd** – Vice Chair
Non-Voting Advisors: ~~Marty Lopata~~, Steve Leonard

Meet and Confer & Resident Problem Resolution

Rosemarie diLorenzo
Bill Walsh
James Tung
Burt Baum
Steve Parsons

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New Resident Orientation

Per Rotation List

Water Conservation Committee

James Tung, Chair
John Frankel
Jules Zalon

Third Mutual Parking & Golf Cart Task Force

John Frankel, Chair
Bert Moldow
Bunny Carpenter
Bill Walsh
Annette Sabol-Soule

Third Mutual Resident Policy and Compliance Task Force

Burt Baum, Chair
Rosemarie diLorenzo
Bert Moldow
Bunny Carpenter
Steve Parsons, Alternate
Stuart Hack, Advisor

RESOLVED FURTHER, that Resolution 03-17-107, adopted September 19, 2017, 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 03-17-136

GRF Committee Appointments

RESOLVED, November 16, 2017, 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

Rosemarie diLorenzo
Steve Parsons

Community Activities Committee

Jules Zalon
TBA

Finance Committee

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Steve Parsons
Rosemarie di Lorenzo Dickins
Bill Walsh, Alternate

Landscape Committee

James Tung
Susan Caine
John Frankel, Alternate

Maintenance and Construction Committee

John Frankel
Bert Moldow
Bunny Carpenter, Alternate
Susan Caine, Alternate

Media and Communication Committee

Bunny Carpenter
Burt Baum
Susan Caine

Mobility and Vehicles Committee

Steve Parsons
John Frankel
Bert Moldow, Alternate

Security and Community Access Committee

Steve Parsons
James Tung
John Frankel (Temporary fill in for James Tung)
Susan Caine, Alternate

RESOLVED FURTHER, that Resolution 03-17-27, adopted March 21, 2017, is hereby superseded and canceled; and,

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

Director Parsons moved to approve the amended Third Mutual and GRF Committee Assignments, seconded by Director Zalon, and passed unanimously.

13. New Business

13a. Entertain a Motion to Approve Trash Chute Cleaning for an Amount not to exceed \$30,000

By Consensus this item was moved to closed session for contract negotiations.

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13b. Third's Request for GRF to call a Corporate Members Meeting in regard to Pickle Ball

Director diLorenzo stated that the Board is supporting the United Board in calling a Corporate Members Meeting in regard to the Pickleball project.

"The agenda item requires attention and possible action by the Board; specifically, it has come to the Board's attention that a contract was signed by GRF without prior notice to the Board, and therefore this matter could not have been reasonably foreseen by the Board, requiring immediate attention and possible action by the Board."

By Consensus the Board agreed to discuss the item in Closed Session and to reconvene the Open Meeting later in the day for a final vote.

Secretary of the Board, Burt Baum read the following resolution requesting GRF Board to call a Corporate Members Meeting:

**RESOLUTION 03-17-124
Requesting Golden Rain Foundation Call a
Special Meeting of the Corporate Members**

WHEREAS, GRF Bylaws §5.3 allows for the request to call a Special Meeting of the Corporate Members of the Golden Rain Foundation by way of a resolution approved by a majority of the Board of a Corporate Member;

WHEREAS, GRF Bylaws §2.1.6 requires GRF to obtain approval of the Corporate Members prior to engaging in any business or activity specified in the Trust Agreement or in Paragraph 2.1.4 of the GRF Bylaws as requiring such approval. Such vote shall be by ballot pursuant to Paragraph 5.8.2 of the GRF Bylaws; and,

WHEREAS, GRF Bylaws §2.1.7 provides that the Corporate Members shall notify GRF that a vote of the Corporate Members is required pursuant to Paragraph 2.1.6 when, by way of resolution pursuant to Corporations Code §7211(b) or affirmative vote of the Corporate Members pursuant to Paragraph 5.8.2 of the GRF Bylaws, the Corporate Members determine that such a vote is needed.

NOW THEREFORE BE IT RESOLVED, November 16, 2017, that the Board of Directors of this Corporation hereby requests a Special Corporate Members' Meeting be called on behalf of the Third Mutual Board of Directors, in accordance with GRF Bylaws §5.3, to vote on whether approval of the Corporate Members is required before the GRF Board may construct, contract, and otherwise expend funds in connection with the proposed pickle ball court, pursuant to GRF Bylaws §2.1.6. (GRF Bylaws §2.1.7.);

RESOLVED FURTHER, the Board of Directors hereby directs Staff to deliver notice of the Corporate Members Meeting, in accordance with Civil Code and the GRF Bylaws;

RESOLVED FURTHER, that the meeting shall be called as soon as possible; and,

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

14. Committee Reports

14a. Report of the Finance Committee/Financial Report

Director Parsons, reported from the Finance Committee, gave updates on Third Mutual financial, delinquencies and commented on the Resale Activities Report. The next meeting will be December 5, 2017, at 1:30 p.m. in the Sycamore Room.

14b. Report of the Architectural Control and Standards Committee

Director Moldow reported from the Architectural Control and Standards Committee. The next meeting will be November 27, 2017, at 1:00 p.m. in the Board Room.

14c. Report of the Maintenance & Construction Committee

Director Moldow reported from the Maintenance and Construction Committee. The next meeting will be January 8, 2017, at 1:00 p.m. in the Board Room.

Parking / Golf Cart Task Forces

Director Frankel reported from the Parking Task Force.

Director Walsh reported from the Golf Cart Parking Task Force.

14d. Report of Landscape Committee

Director Tung reported from the Landscape Committee. The next meeting will be December 7, 2017, at 9:00 a.m. in the Sycamore Room.

14e. Report of the Laguna Woods Village Traffic Hearings

Director Zalon reported from the Laguna Woods Village Traffic Hearings. The next Hearing will be December 20, 2017, at 9:00 a.m. and 1:00 p.m. in the Board Room.

14f. Report of the Communications Committee

Director Baum reported from the Communications Committee. The next meeting will be December 27, 2017, at 1:30 p.m. in the Willow Room.

14g. Report of the Energy and Technology Committee

Director Walsh reported from the Energy and Technology Committee. The next meeting will be December 5, 2017, at 10:00 a.m. in the Cypress Room.

14h. Report of the Water Committee

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Director Tung reported from the Water Committee. The next Meeting TBD.

14i. Report of the Resident Policy and Compliance Task Force

Director Baum reported from the Resident Policy and Compliance Task Force. The next meeting date TBD.

15. GRF COMMITTEE HIGHLIGHTS

Members reported on the following GRF Committees.

15a. Community Activities Committee – The next regular meeting is December 14, 2017 at 2:00 p.m. in the Board Room.

15b. Finance Committee – The next meeting will be December 20, 2017, at 1:30 p.m. in the Board Room.

15c. Landscape Committee – The next meeting will be January 18, 2018, at 9:00 a.m. in the Cypress Room.

15d. Maintenance & Construction Committee – The next meeting will be January 18, 2018 at 9:00 a.m. in the Board Room.

15e. Media and Communications Committee – The next meeting will be December 18, 2017, at 1:30 p.m. in the Cypress Room.

15f. Mobility & Vehicles Committee – The next meeting will be December 4, 2017, at 1:30 p.m. in the Board Room.

15g. Security and Community Access Committee – The next meeting will be December 21, 2017, at 1:30 p.m. in the Board Room.

15h. PAC Ad Hoc Committee – The next meeting is TBD

16. FUTURE AGENDA ITEMS

a. None

17. DIRECTORS' COMMENTS

Director Walsh commented that at the Garden Villa Association Meeting it was shared that by the par 3 course an SCE meter is laying on the ground with caution tape around it. It was reported a while ago to SCE and Ernesto Munoz is working to push SCE to fix the meter and replace a missing light pole at building 5515.

Director diLorenzo wished everyone a great holiday and expressed her appreciation for those serving on the Board.

18. RECESS

The Board recessed at 12:08 p.m. and reconvened into Executive Session at 1:17 p.m.

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

During the October 17, 2017, – Regular Executive Session Board Meeting, the Board approved the Regular Executive minutes of September 19, 2017; approved four Write-offs; discussed other Member Disciplinary matters; discussed leasing matters; discussed Member Delinquency matters; discussed Personnel matters; and discussed Litigation matters.

During the October 24, 2017, Executive Hearing Committee meeting the Committee held four member Disciplinary Hearings; and three Common Area Damage Reimbursement Hearings.

Reconvene into Open Session

At 3:11 p.m. Directors Caine and Parsons walked downstairs to the Board Room and announced that the Third Mutual is reconvening into open session on the second floor in the Willow Room. The Directors came back to the Willow room at 3:17 p.m. and stated that the Board Room was empty.


The closed meeting was recessed and the Regular Open Board Meeting reconvened at 3:24 p.m.

Director Baum moved to approve Resolution 03-17-124 to encourage GRF to call a Special Corporate Members Meeting regarding the Pickleball contract, seconded by Director Caine, and passed unanimously.

Open session recessed at 3:26 p.m. to the Executive Meeting which was called to order at 3:27 p.m.

19. ADJOURNMENT

With no further business before the Board of Directors, the meeting was adjourned at 6:06 p.m.


Burt Baum, Secretary
Third Laguna Hills