



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

January 16, 2018

The Regular Meeting of the Third Laguna Hills Mutual Board of Directors, a California non-profit mutual benefit corporation, was held on Tuesday, January 16, 2018 at 9:30 a.m., at 24351 El Toro Road, Laguna Woods, California

Directors Present: Rosemarie diLorenzo, Bill Walsh, James Tung, Burt Baum, Steve Parsons, Roy Bruninghaus, Susan Caine, Bunny Carpenter (arrived late), John Frankel, Bert Moldow and Jules Zalon

Directors Absent: None

Staff Present: Open Session: Brad Hudson, Lori Moss and Cheryl Silva
Executive Session: Brad Hudson, Tim Moy, Francis Rangel, Michelle Vieane, Cheryl Silva and Leslie Cameron

Others Present: VMS: Marcy Sheinwold
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 9:31 a.m.

2. PLEDGE OF ALLEGIANCE

President diLorenzo 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 Moldow made a motion to approve the agenda. Director Caine seconded the motion.

Director Walsh mentioned that the corrections to agenda items 13b and 13c are at the back table.

Director Carpenter made an amendment to move agenda item (13a) Anti-Discrimination Policy to closed session for legal review. The motion was seconded by Director Bruninghaus and it passed unanimously.

President diLorenzo called for the vote and approval of the agenda as amended passed unanimously.

5. APPROVAL OF THE MINUTES

5a. December 19, 2017 Regular Open Session

Director Parsons made a motion to approve the minutes as presented. Director Caine seconded the motion and it passed unanimously.

6. REPORT OF THE CHAIR

President diLorenzo announced that any members that were charged incorrectly for the ID card replacement would be refunded \$75 if they bring in the receipt to Resident Services. The Board is now ready to move forward with the water heater replacement program and it will be on the next agenda.

7. OPEN FORUM

Several members commented about the leaf blowers, resident behavior and LWV Foundation during open forum.

8. RESPONSES TO OPEN FORUM SPEAKERS

Directors responded to member comments.

9. UPDATE FROM VMS

Marcy Sheinwold, VMS Director, commented that the VMS Board consists of 9 member appointed by the Mutuals and GRF. The VMS Board meets bi-weekly, oversees the VMS employees and employee benefits, and has 5 goals: provide exemplary customer service; facilitate efficient operations; provide a safe community; provide transparent communications and becoming an employer of choice. At each meeting the Board receives a report from different Department Heads. Last month the Board heard report from the Maintenance and Construction Division and this month the Board heard a report from the Recreation and Events Division. Recent community improvements involve integrating electric vehicles into our fleet, increasing LED lighting in the community, renovations of Clubhouses 1 & 2, the solar roofs, waste line epoxy lining, online registration, card swipe system and customer service improvements in resident, golf and

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aquatic services. The Board is currently recruiting for the Community Manager and Communications and Marketing Manager positions.

10. REPORT OF THE CEO

CEO, Brad Hudson, commented there were no problems reported during the last storm. Improvements have been made in the Landscape Division. Staff is looking at improvements to stop signs and building numbers to make them more visible. Maintenance has concluded all 2017 programs. An engineer has been hired to design the new gates. New programs include language interpreter air buds, changes in resident services and manor alterations, improvements to the internet and television services and maintenance around Ridge Route. Plumbing response has improved and staff is available in the evenings and on the weekends to help residents.

The CEO answered questions from the Board.

11. CONSENT CALENDAR

11a. Architectural Control and Standards Committee Recommendations:

3174-C (Las Flores, PL104RC) Approve Replacement of Patio Enclosure with Room Addition

RESOLUTION 03-18-01
Variance Request

WHEREAS, Ms. Catherine Palmer of 3174-C Via Vista, a Las Flores style manor, is requesting Board approval of a variance to construct a room addition on the same footprint as the existing enclosed patio; and

WHEREAS, a Neighborhood Awareness Notice was sent to Owners of affected Units on December 1, 2017, notifying them that an application to make an alteration to a neighboring Unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on December 18, 2017.

NOW THEREFORE BE IT RESOLVED, on January 16, 2018, the Board of Directors hereby approves the request for the variance to the requesting member with the condition that the proposed alteration is constructed in accordance with the following criteria:

1. Built up flat roof system is required to be used for the proposed roof.
2. No improvement shall be installed, constructed, modified or altered at Manor **3174-C**, ("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

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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 Member Owner or Owners ("Member 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 **3174-C** for **replacing sunroom with room addition**, 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.
4. Member 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 Member Owner at 3174-C and all future Mutual members at 3174-C.
6. Member 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. Member Owner acknowledges and agrees that all such persons are his/her invitees. Member Owner shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations.
7. Member Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment, traffic or other charge levied in connection therewith.
8. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com/residents/resident-services> and click on documents and Business Pass Application Instructions) in place to admit contractors and other invitees.
9. Member Owner's contractors and other invitees shall have business signage on vehicles and travel to and from the job site by the most direct route available and are

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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.

10. 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.
11. Member 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.
12. 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.
13. 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.
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 Member 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 Member 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 Member 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

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and materials are identified as "Third Laguna Hill Mutual Color Selections" 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. This approval does not change the number of bedrooms or the original maximum occupants permitted in the Manor.
18. 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.
19. 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.
20. 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.
21. 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.
22. 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.
23. 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 same.

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5585-B Via Dicha (Gilad) Deny Driveway Pavers

RESOLUTION 03-18-02
Variance Request Denial

WHEREAS, Amikam and Rebeca Gilad of 5585-B of Third Laguna Hills Mutual, submitted a request to install pavers on the driveway adjacent to their Manor;

NOW THEREFORE BE IT RESOLVED, on January 19, 2018, the Board of Directors hereby denies the request; and

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

Director Walsh would like to know if staff will be repairing the concrete driveway for this Member.

11b. Landscape Committee Recommendations:

5585-B Via Dicha (Gilad) Approve Request for Tree Removal – Fern Pine

RESOLUTION 03-18-03
Tree Removal Approval

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 January 4, 2018, the Landscape Committee recommended to approve the request to remove the tree located at 5585-B; and

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NOW THEREFORE BE IT RESOLVED, January 16, 2018, the Board of Directors approved a request for the removal of one Fern Pine tree;

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

5412 Via Carrizo (Kim) - Approve (1) and Deny (1) Request for Tree Removal – American Sweet Gum

RESOLUTION 03-18-04
Tree Removal Approval

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 January 4, 2018, the Landscape Committee recommended to approve the request to remove one tree located at 5412; and

NOW THEREFORE BE IT RESOLVED, January 16, 2018, the Board of Directors approved a request for the removal of one American Sweet Gum tree;

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

RESOLUTION 03-18-05
Tree Removal Denial

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

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- 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 January 4, 2018, the Landscape Committee recommended to deny the request to remove one tree located at 5412; and

NOW THEREFORE BE IT RESOLVED, January 16, 2018, the Board of Directors denied a request for the removal of one American Sweet Gum tree because it does not comply with the tree removal guidelines;

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; 931-371-09

RESOLUTION 03-18-06 **Recording of a Lien**

WHEREAS, Member ID 931-371-09; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

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

NOW THEREFORE BE IT RESOLVED, January 16, 2018, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-371-09 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 the purpose of this resolution.

Approval of Resolution to Record Lien against Member's ID; 931-480-42

RESOLUTION 03-18-07
Recording of a Lien

WHEREAS, Member ID 931-480-42; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

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

NOW THEREFORE BE IT RESOLVED, January 16, 2018, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-480-42 and;

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

Approval of Resolution to Record Lien against Member's ID; 934-901-41

RESOLUTION 03-18-08
Recording of a Lien

WHEREAS, Member ID 934-901-41; 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, January 16, 2018, that the Board of Directors hereby approves the recording of a Lien for Member ID 934-901-41 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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Approval of Resolution to Record Lien against Member's ID; 931-510-33

RESOLUTION 03-18-09
Recording of a Lien

WHEREAS, Member ID 931-510-33; 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, January 16, 2018, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-510-33 and;

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

Director Parsons made a motion to approve the Consent Calendar as presented. The motion was seconded by Director Moldow.

Discussion ensued among the Directors

President diLorenzo called for a vote and the motion passed unanimously.

12. Unfinished Business

None

13. New Business

13a. Introduce a Resolution an Anti-Discrimination Policy

This agenda item was moved to closed session for legal review.

13b. Introduce a Resolution for New Alteration Standard Section 47: Bathroom Splits

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

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RESOLUTION 03-17-XX
New Alteration Standard Section 47 – Bathroom Splits

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary;

WHEREAS, the Architectural Controls and Standards Committee has reviewed numerous Variance Requests to remodel bathrooms, specifically to create a second bathroom in the footprint of the original bathroom, this type of alteration is commonly referred to as a bathroom split;

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to create a new Standard for these alterations, eliminating the need for Members to apply for a Variance Request for a common alteration.

NOW THEREFORE BE IT RESOLVED, January 16, 2018, that the Board of Directors of this Corporation hereby introduces the following Standard Section 47 of the Alteration Standards for Bathroom Splits;

SECTION 47 BATHROOM SPLITS

**FOR GENERAL REQUIREMENTS SEE SECTION 1 GENERAL REQUIREMENT
FOR ALTERATION STANDARDS**

2.0 APPLICATIONS

- 2.1 Bathroom splits are prohibited in Manors with two bathrooms.
- 2.2 Manors with two bathrooms may reconfigure walls and doors within the same foot print only.
- 2.3 Manors with one full bathroom may split bathroom into two bathrooms as follows:
 - a. The original footprint may be extended up to three feet, in one direction.
 - b. The extension of a bathroom footprint may not involve a load bearing wall or supporting columns.
 - c. The extension of a bathroom footprint may not extend into adjacent hallways.
- 2.4 Prior to connecting into any plumbing work, the **waste line is to be inspected by the Mutual at the Member(s) expense.**
- 2.5 Detailed architectural or engineered plans, including plumbing plans for all piping for bathroom split alterations, shall be submitted to the Alterations Department for

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approval. These plans shall include: pipe penetrations, location of plumbing connections and vents, pipe sizes, and types. As-builts shall be submitted if any changes are made to the approved plans.

- 2.6 Sewer line connections will consist of a minimum 2" waste line tied into a minimum 2" waste line. All exposed existing cast iron waste lines and connections shall be replaced with ABS or PVC.
- 2.7 All water supply lines shall be of Type M copper; minimum 1/2" diameter.
- 2.8 All pressure lines shall be securely strapped to prevent movement or knocking.
- 2.9 All piping in bathrooms with adjacent Manors shall be insulated for sound reduction, including penetrations thorough framing.
- 2.10 The Mutual Member assumes all responsibility for any damage that may occur due to construction.

3.0 ADDITIONAL REQUIREMENTS FOR INSTALLATIONS

- 3.1 Alterations involving common walls shall be fire rated per current California Building Code.
- 3.2 All exhaust fans must be installed per the Exhaust Fan/Vent Installation Standard.
- 3.3 All penetrations through walls shall be properly sealed to prevent water intrusion.
- 3.4 The waterproof integrity of the roof, including the selection and use of appropriate flashing and sealers, must be maintained.
- 3.5 Roof tie-ins for vents on PVC Cool Roofs must be made by an approved roofing contractor. A Roofing Contractor Verification Form will be required prior to the issuance of a permit.
- 3.6 Cutting or altering roof trusses for the installation of vents in attic spaces are strictly prohibited.

4.0 OBLIGATIONS

- 4.1 Member is responsible for damages to roof or other structures caused by any alteration.

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- 4.2 The Mutual Member is responsible for, and will bear all costs associated with clean-up or repair of Mutual owned or controlled property made necessary by or resulting from the alteration.

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

JANUARY Initial Notification:

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

Director Baum made a motion to introduce a resolution for New Alteration Standard Section 47-Bathroom Splits for 30-day review. The motion was seconded by Director Parsons.

Several Directors made comments and asked staff to correct "43" to "47" in the fourth paragraph of the resolution for the second reading.

By consensus the motion passed unanimously.

13c. Introduce a Resolution for Alteration Standards for 10: Exterior Doors, 11: Exterior Floor Covering, 12: Exterior Wall Attachments and 13: Fences, Wrought Iron

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

RESOLUTION 03-18-XX

Revise Alteration Standard Section 10 – Doors, Exterior

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary; and,

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard Section 10 – Doors, Exterior.

NOW THEREFORE BE IT RESOLVED, January 16, 2018, that the Board of Directors of this Corporation hereby revises and amends the following section of Alteration Standard Section 10 – Doors, Exterior;

- §2.2 Dutch doors, split doors and French doors may be allowed provided any and all required permits are obtained through the City of Laguna Woods and the Permits and Inspections office. All costs of maintenance shall be borne by the Mutual member. ~~The exterior of the doors shall match the Mutual's painting policy, be of natural or stained wood, or of vinyl material.~~

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- §2.3 Glass in entry doors may be allowed provided it follows the standards set for such installation as required by the current California Building Code. ~~the Uniform Building Code and complies in all respects with such standards.~~
- §2.4 Door trim shall not exceed 3" in width unless prior approval is obtained from the Alterations Department.
- §3.1 ~~All doors shall be painted or stained to maintain an appearance that conforms to the approved paint color criteria as dictated by the Mutual's Policy on Exterior Paint Colors and Procedures. Doors shall be of natural or stained wood or fiberglass or vinyl clad material. Painted doors shall be the body or trim color of the building, or be white.~~
- §3.3 Exterior doors shall be compliant with the current edition of the ~~Uniform~~ California Building Code.
- §3.4 Any required irrigation or landscaping modifications resulting from the door (or required stoop-landing) installation must be performed by the ~~PCM-Agent's~~ Landscaping Division, at the Mutual member's expense.

RESOLVED FURTHER, add the following section to Alteration Standard Section 10 – Doors, Exterior; and,

§3.5 Exterior doors shall only be allowed in existing openings. For existing openings wider than 36", doors with accompanying sidelights may be used.

§3.6 Existing header height must remain unchanged.

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

JANUARY Initial Reading

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 Baum made a motion to introduce a resolution revising Alteration Standard Section 10: Doors, Exterior for 30-day review. The motion was seconded by Director Moldow.

Several Directors made comments and asked staff to correct the wording in the last sentence of paragraph 3.1 regarding the color pallet for exterior doors for the second reading.

By consensus the motion passed unanimously.

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

RESOLUTION 03-18-XX

Revise Alteration Standard Section 11 – Exterior Floor Coverings

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary; and,

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard Section 11 – Exterior Floor Coverings.

NOW THEREFORE BE IT RESOLVED, January 16, 2018, that the Board of Directors of this Corporation hereby revises and amends the following section of Alteration Standard Section 11 – Exterior Floor Coverings;

§3.4 Mutual members assume responsibility for any building damage, including dry rot that occurs due to the installation or presence of a floor covering.

RESOLVED FURTHER, add the following section to Alteration Standard Section 11 – Doors, Exterior; and,

§2.8 Concrete stain and epoxy coatings are permitted on concrete slabs in patios, atriums, and courtyards only. These coatings are prohibited on Common Area walkways.

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

JANUARY Initial Reading

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 Baum made a motion to introduce a resolution revising Alteration Standard Section 11: Exterior Floor Coverings for 30-day review. The motion was seconded by Director Moldow.

Several Directors made comments and asked staff to correct the wording in the title, paragraph 2 and 3 to “Exterior Floor Coverings” for the second reading.

By consensus the motion passed unanimously.

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

RESOLUTION 03-18-XX

Revise Alteration Standard Section 12 – Exterior Wall Attachments

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary; and,

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard Section 12 – Exterior Wall Attachments.

NOW THEREFORE BE IT RESOLVED, January 16, 2018, that the Board of Directors of this Corporation hereby revises and amends the following section of Alteration Standard Section 12 – Exterior Wall Attachments;

3.1 TILE AND VENEER

- 3.2** Tile and veneer used on a vertical surface exterior wall must be attached with thin set/epoxy mortar mixes.
- 3.3** Tile and veneer used will be limited to use on stucco covered exterior chimneys and entryway columns.
- 3.4** Tile must match in color, design, and size as close as possible any brickwork on building existing.

4.0 TRELLIS AND WROUGHT IRON DESIGNS

- 4.2** Any trellis attached to a wall must be painted the same color as the wall.
- 4.3** Trellis and wrought iron shall be within 12" of walls and not used as screens, shades, or shields, nor higher than wall to which it is attached.
- 4.4** Wrought iron shall be easily removable for access to the wall for painting purposes.
- 4.5** All lags or screws into walls must be sealed prior to installation to prevent water penetration

RESOLVED FURTHER, add the following section to Alteration Standard Section 12 – Exterior Wall Attachments; and,

- 4.1** All trellis and wrought iron shall be mounted vertically.

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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 as written.

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 Baum made a motion to introduce a resolution revising Alteration Standard Section 12: Exterior Wall Attachments for 30-day review. The motion was seconded by Director Moldow.

Several Directors made comments and asked staff to correct the wording in 3.3 "Tile must match in color, design, and size as close as possible to any existing brickwork on buildings" and add restrictions on Exterior Wall Attachments in the policy and the resolution for the second reading.

By consensus the motion passed unanimously.

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

RESOLUTION 03-18-XX

Revise Alteration Standard 13 – Fences, Wrought Iron

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary; and,

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard 13 – Fences, Wrought Iron.

NOW THEREFORE BE IT RESOLVED, January 16, 2018, that the Board of Directors of this Corporation hereby revises and amends the following sections of Alteration Standard Section 13 – Fences, Wrought Iron;

§2.4 Attachments to buildings shall be lags or metal shots only, predrilled and sealant applied. All connections shall be galvanized or stainless steel.

§2.5 Wrought iron fencing may be installed as approved as part of a block wall. See Specifications Standard Section 6 for block walls.

§2.6 Openings for with gates are permissible. Openings may only open onto designated pathways. Openings are not permitted onto Common Area.

§2.8 All wrought iron shall be painted in accordance with the Mutual's painting policy - black, white, or the color of the wall to which it's attached. If existing wrought iron fencing or gates are present on the subject

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building, the color of these fences and gates shall set precedence and the color shall match.

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

JANUARY Initial Reading

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 Baum made a motion to introduce a resolution revising Alteration Standard Section 13: Fences, Wrought Iron for 30-day review. The motion was seconded by Director Moldow.

Several Directors made comments and asked staff to correct the wording in 2.8 "All wrought iron shall be painted in accordance with the Mutual's painting policy – black, white, or the color of the wall to which it's attached. If existing wrought iron fencing or gates are present on the subject building, the color of these fences and gates shall set precedence and the color shall match." for the second reading.

By consensus the motion passed unanimously.

13d. Entertain a Motion Approving a Resolution of the Committee Appointments

Burt Baum, Secretary of the Board read the following resolution:

RESOLUTION 03-18-10
Mutual Committee Appointments

RESOLVED, January 16, 2018, 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

William Walsh, Chair
Steve Parsons, Co-Chair
Roy Bruninghaus
John Frankel
Rosemarie diLorenzo, Alternate
Voting Advisers: Mike Butler and Bob Hatch

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Communications Committee

Burt Baum, Chair
Roy Bruninghaus
Susan Caine
Bunny Carpenter
Bill Walsh
Non-Voting Advisers: Carol St. Hillaire

Energy and Technology Committee

Bill Walsh, Chair
Bert Moldow, Co-Chair
Burt Baum
John Frankel
Voting Advisers: Steven Leonard (United), Jim Juhan (GRF)

Executive Hearing Committee

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

Finance (Committee of the Whole)

Steve Parsons, Chair
Rosemarie diLorenzo, Co-Chair
Non-Voting Advisers: John Hess, Wei-Ming Tao

Garden Villa Recreation Room Subcommittee

Bert Moldow, Chair
Susan Caine, Alternate
Voting Advisers: Lynn Jarrett, Sharon Molineri, Stuart Hack

Laguna Woods Village Traffic Hearings

John Frankel
Jules Zalon

Landscape

James Tung, Chair
Susan Caine, Co-Chair
John Frankel
Jules Zalon
Non-Voting Advisers: Bob Figeira and Violet Lawrence

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Maintenance and Construction (Committee of the Whole)

Bert Moldow, Chair
Bunny Carpenter, First Co-Chair
John Frankel, Second Co-Chair
Voting Advisers: Steve Leonard

New Resident Orientation

Per Rotation List

Water Conservation Committee

James Tung, Chair
Jules Zalon, Co-Chair
John Frankel

Third Mutual Parking & Golf Cart Task Force

John Frankel, Chair
Roy Bruninghaus
Bunny Carpenter
Bert Moldow
Bill Walsh

Third Mutual Resident Policy and Compliance Task Force

Burt Baum, Chair
Bunny Carpenter
Rosemarie diLorenzo
Bert Moldow
Roy Bruninghaus, Alternate
Steve Parsons, Alternate
Stuart Hack, Adviser

RESOLVED FURTHER, that Resolution 03-17-135, adopted November 16, 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 03-17-11
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

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Community Activities Committee

Steve Parsons
Jules Zalon
Bill Walsh, Alternate

Finance Committee

Rosemarie di Lorenzo
Steve Parsons
Bill Walsh, Alternate

Landscape Committee

Susan Caine
James Tung
John Frankel, Alternate

Maintenance and Construction Committee

John Frankel
Bert Moldow
Bunny Carpenter, Alternate

Media and Communication Committee

Burt Baum
Susan Caine
Roy Bruninghaus, Alternate

Mobility and Vehicles Committee

Roy Bruninghaus
John Frankel
Bert Moldow, Alternate

PAC Renovation Ad Hoc Committee

Beth Perak, Chair (GRF)
Joan Milliman, Vice Chair (GRF)
Richard Palmer, (GRF)
John Frankel, (Third)
Bill Walsh, (Third)
Steve Leonard, (United)
Juanita Skillman, (United)
Irving Waaland, (Mutual 50)
Non-Voting Advisers: Sheila Bilaka, John Perak

Security and Community Access Committee & Disaster Preparedness

Roy Bruninghaus
John Frankel
James Tung
Susan Caine, Alternate

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RESOLVED FURTHER, that Resolution 03-17-136, adopted November 16, 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 Baum made a motion to introduce a resolution updating the Mutual and GRF Committee Appointments. The motion was seconded by Director Moldow.

Several Directors made comments and asked staff to show Steven Leonard (United) and Jim Juhan (GRF) as voting advisers and add Bert Moldow to the Third Mutual Parking & Gold Cart Task Force.

By consensus the motion passed unanimously.

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 January 2, 2018, at 1:30 p.m. in the Board 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 January 22, 2018, at 9:30 a.m. in the Sycamore Room.

14c. Report of the Maintenance & Construction Committee

Director Moldow reported from the Maintenance and Construction Committee. The next meeting will be January 8, 2018, at 1:00 p.m. in the Board Room and the committee will start meeting monthly.

- **Parking/Golf Cart/Dry Rot Task Forces**

- Director Frankel reported from the Parking Task Force.

- Director Frankel reported from the Golf Cart Parking Task Force.

- Director Frankel reported from the Dry Rot Task Force.

14d. Report of Landscape Committee

Director Tung reported from the Landscape Committee and discussed the Tree Trimming Policy and showed a pie chart on the landscape tickets improvements. The committee is looking at the soil sensors that are used to regulate irrigation of the grass. The next meeting will be January 4, 2018, at 9:00 a.m. in the Board 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. in the Board Room.

14f. Report of the Communications Committee

Director Baum reported from the Communications Committee. The committee is working on the new video for the new resident orientation and a standard for all flyer and information that goes out to the residents. The next meeting will be January 10, 2018, at 9:30 a.m. in the Board Room.

14g. Report of the Energy and Technology Committee

Director Walsh reported from the Energy and Technology Committee. The committee is looking at which lights work best to light the walkways, building addresses and streets. The next meeting will be February 13, 2018, at 9:30 a.m. in the Cypress Room.

14h. Report of the Water Committee

Director Tung reported from the Water Committee and showed a slide on High Tiered Water Use. The next meeting will be February 13, 2018, at 11:00 a.m. in the Cypress Room.

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 January 11, 2018 at 1:30 p.m. in the Board Room. Director Zalon reported on the current events offered by the Recreations and Special Events Division.

15b. Finance Committee – The next meeting will be December 20, 2017, at 1:30 p.m. in the Board Room. Director Carpenter reported that the “silver sneakers” are starting a new class and residents no longer need to wait for a garden plot.

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

15d. Maintenance & Construction Committee – The next meeting will be January 10, 2018 at 9:00 a.m. in the Board Room.

15e. Media and Communications Committee – The next meeting will be January 15, 2018, at 1:30 p.m. in the Board Room. Director Bruninghaus reported on the digital television conversion program.

15f. Mobility & Vehicles Committee – The next meeting will be February 5, 2018, at 1:30 p.m. in the Board Room.

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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

16a. Introduce a Resolution to require Mandatory Water Heater Replacement During Resale

17. DIRECTORS' COMMENTS

Director Moldow discussed the Water Heater Replacement program, electrical infrastructure, solar lights for manor numbers, laundry room replacement of coin boxes with card readers and Ridge Route security and the shepherd hooks.

Director Baum discussed notification to the residents on the Water Heater Replacement program.

Director Carpenter discussed the cool sealant this is being tested by staff to help lower the temperature of the concrete in the Breezeways.

Director Walsh discussed the decals for all Golf Carts.

Director Frankel discussed the Red Curb removal program and the policy to repaint red curbs.

Director Caine discussed the possibility of requiring a valid driver's license to get a golf cart decal.

18. RECESS

The Board recessed at 1:00 p.m. and reconvened into Executive Session at 1:30 p.m.


The Board recessed the Executive Session at 5:33 p.m. on January 16, 2018 and reconvened at 10:00 a.m. on January 19, 2018.

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

During the December 19, 2017, – Regular Executive Session Board Meeting, the Board approved the minutes of November 3, 2017 and November 16, 2017; approved a Notice of Sale, discussed litigations, personnel, leasing and Member disciplinary issues.

19. ADJOURNMENT

With no further business before the Board of Directors, the meeting was adjourned on Thursday, January 19, 2018 at 12:11 p.m.


Burt Baum, Secretary
Third Mutual Laguna Hills