



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

**Tuesday, July 16, 2019 - 9:30 a.m.
Laguna Woods Village Community Center Board Room 24351 El Toro Road,
Laguna Woods, California**

Directors Present: Rosemarie diLorenzo, Steve Parsons, Bunny Carpenter, Roy Bruninghaus, Jon Pearlstone, John Frankel, Lynn Jarrett, Reza Karimi, and Annie McCary

Directors Absent: Cush Bhada

Staff Present: Jeff Parker, CEO, Siobhan Foster, Eileen Paulin, Chris Spahr, Blessilda Wright, Frances Gomez and Cheryl Silva

Others Present: Wei-Ming Tao (VMS), Ralph Engdahl (VMS), and Annette Sabol Soule (GRF)

1. Call meeting to order / Establish Quorum

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 McCary led the Membership in the Pledge of Allegiance.

Moment of Silence in remembrance of Director Jack Connelly.

3. Acknowledge Media

President diLorenzo acknowledged the presence of the media.

4. Approval of Agenda

Director Bruninghaus made a motion to approve the agenda. Director Parsons seconded the motion.

Director Carpenter stated that she would be giving the report of the GRF Community Activities Committee instead of Director Pearlstone. Without objection, the agenda was corrected.

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

5. Approval of Minutes

a. June 18, 2019 – Regular Open Session

Director Bruninghaus made a motion to approve the June 18, 2019, Regular Open Session minutes, as presented. Director Parsons seconded the motion.

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

6. Report of the Chair

President diLorenzo commented that because the annual elections for directors are only a couple of months away, the Bylaws do not require the Board to appoint a new Director to fill the vacant seat left by Director Connelly. Candidate applications for the election are now available from the Corporate Secretary. Third's upcoming 2020 Budget Meetings are open meetings, and residents are welcome to attend.

David Pietarila, Animal Services Officer with the City of Laguna Beach, discussed problems with coyotes, snakes, bats, skunks and bees. He announced that there will be a presentation on July 17 at noon at Clubhouse 5. He suggested that residents should be aggressive with coyotes: yell, throw things, threaten, etc. He urged residents to contact coyotes@lagunabeachcity.net, if they see a coyote.

7. Open Forum

Several Members spoke about various issues:

- Benefits of the Laguna Woods Foundation;
- Geese in the parking garage areas;
- Members smoking in the buildings and the need for a building to be designated as a non-smoking building;
- Changes to the non-smoking policy;
- New dryers—20 minutes is not enough time to dry clothes – 25 minutes is better;
- Landscaping overgrowth near Bahia Blanca W.

8. Responses to Open Forum Speakers

Board Members responded to the Members' concerns and requests:

- Jeff Parker, CEO, gave a status report on the geese problem. He said that gates have been installed at buildings 5519 and 5515, and an inspector will assess building 5510. He urged members not to feed the geese.
- President diLorenzo responded that the Non-Smoking Policy follows the smoking rules of the City of Laguna Woods. The Village (GRF, Third, and United) needs to re-evaluate the current non-smoking policy to see if the Village's policy can be revised.
- President diLorenzo commented that the Board will look into the dryer issue.

9. CEO Report

Jeff Parker, CEO, and Siobhan Foster, COO, reported on the following subjects:

- Third Board 2020 Budget Meeting will be held on Thursday, August 8 at 1:30 p.m. in the Board Room.
- New Revenues and Shared Cost Meeting will be held on Wednesday, July 17 at 1:30 p.m. in the Board Room.
- Staff is evaluating customer service and how to improve communication with residents.
- SB-754, a bill on election by acclamation, passed the California Senate and will now go to the Assembly.
- RFID construction at gates 1, 3, 7 and 9 is complete. Gates 4, 10 and 14 will be closed on June 24 for RFID construction. Gates 10 and 14 are expected to reopen on Monday, July 22.
- Five new vehicle charging stations are being installed at the Community Center.
- During the July 2 GRF Board Meeting, the GRF Board voted not to renew the Fox Sports West and Fox Sports Prime Ticket channels because of the 25% increase in their cost.
- Revisions to the Club Rules will be considered at the next GRF Board Meeting on August 6.
- Garden Center Farmers Market will be held on Saturday, July 27 from 9 a.m. to noon at Garden Center 1.

Jeff Parker, CEO, answered questions from the Board.

10. Consent Calendar

10a. Architectural Control and Standards Committee Recommendations:

- (1) Recommendation to Approve—5479-C (Casa Rosa, RP103A/P46) Request to Replace Existing Window and Sliding Glass Door with French Door

RESOLUTION 03-19-66 **VARIANCE REQUEST**

WHEREAS, Mr. Manshik Song of 5479-C Paseo Del Lago W, a Casa Rosa style unit, is requesting Board approval of a variance to replace the existing living room window and sliding glass door with a French door and side panels; and,

WHEREAS, a Neighborhood Awareness Notice was sent to Owners of affected units on June 6, 2019, 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 June 24, 2019.

NOW THEREFORE BE IT RESOLVED, on July 16, 2019, the Board of Directors hereby approved the request to replace the existing living room window and sliding glass door with a French door and side panels;

RESOLVED FURTHER, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member Owner at 5479-C and all future Mutual members at 5479-C

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

10b. Landscape Committee Recommendations:

- (1) Recommendation to Approve Landscape Revision Request—5586-B (Maroz) & 5587-A (Phelps) at the expense of requestors to revise existing turf between units and convert to drought tolerant planting

RESOLUTION 03-19-67

APPROVE LANDSCAPE REVISION REQUEST – 5587-A & 5586-B

WHEREAS, on July 8, 2019, the Landscape Committee reviewed a request for revision of the landscaping adjacent to Manors 5586-B and 5587-A at the expense of the requestors. The request was received from the Members at 5587-A and 5586-B who are requesting permission to revise the existing turf area between the two manors and convert it to drought tolerant planting;

WHEREAS, the Committee recommended approving the request or revision of the landscaping adjacent to Manors 5586-B and 5587-A at the expense of the requestors;

WHEREAS, upon approval of the concept plans, Staff will work with the architect who will develop irrigation plans that will function with the existing control system and supply piping. The residents will provide completed plans for Staff approval prior to commencing work.

The residents will bear the cost of construction and once complete, the Mutual will perform the maintenance. Staff recommends the approval of this request with the following conditions:

1. All costs for design and construction of the improvement are the responsibility of the Property's Member Owners at 5587-A and 5586-B. Upon completion of a 90-day establishment period, the Mutual will perform maintenance for the revised landscaping.
2. A Variance for Landscape Alterations has been granted in the Common Area between Units 5587-A and 5586-B for removal of turf and planting of drought tolerant material, 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. The requesting members understand that the area will remain Common Area subject to the use and passage of all members of Third Mutual.

NOW THEREFORE BE IT RESOLVED, July 16, 2019, the Board of Directors approves the request for revision of the landscaping of the existing turf area between Manors 5586-B and 5587-A and convert it to drought tolerant planting at the expense of the requestors, and;

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

- (2) Recommendation to Approve Tree Removal Request—3100-A-Via Serena (Kim)
– Shamel Ash Tree

RESOLUTION 03-19-68
APPROVE A TREE REMOVAL REQUEST
OF SHAMEL ASH TREE – 3100-A

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 July 8, 2019, the Landscape Committee reviewed a request for a tree removal of one Shamel Ash tree. The request was received from the Member at 3100-A, who cited the reason as structural damage to the interior walls of the manor due to lifting up of the manor foundation by the large Ash tree roots in the front yard.;

WHEREAS, the Committee recommended approving the request for the removal of one Shamel Ash tree located at 3100-A Via Serena North based on structural damage to the interior walls of the manor due to lifting up of the manor foundation by the large Ash tree roots in the front yard;

NOW THEREFORE BE IT RESOLVED, July 16, 2019, the Board of Directors approves the removal of one Shamel Ash tree located at 3100-A, and;

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

10c. Update Resolution for Third/GRF Committee Appointments

RESOLUTION 03-19-69
THIRD MUTUAL COMMITTEE APPOINTMENTS

RESOLVED, July 16, 2019 that the following persons are hereby appointed to serve on the committees and services of this Corporation;

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

Architectural Standards and Control Committee

Steve Parsons, Chair
Roy Bruninghaus
John Frankel
Lynn Jarrett
Reza Karimi
Rosemarie diLorenzo, Alternate
Voting Advisors: Mike Butler and Mike Plean
Staff Advisor: Siobhan Foster

Communications Committee

Annie McCary, Chair
Roy Bruninghaus, Co-Chair
Bunny Carpenter
Lynn Jarrett
Reza Karimi
Jack Connelly, Alternate

Executive Hearing Committee

Steve Parsons, Chair
Rosemarie diLorenzo
Annie McCary
Bunny Carpenter
Jon Pearlstone
Cush Bhada, Alternate
Reza Karimi, Alternate

Finance (Committee of the Whole)

Jon Pearlstone, Chair
Steve Parsons, First Co-Chair
Rosemarie diLorenzo, Second Co-Chair
Non-Voting Advisors: John Hess, Wei-Ming Tao, Michael Cunningham

- **Investment Task Force**

Jon Pearlstone
Mike Cunningham

Garden Villa Recreation Room Subcommittee (Quarterly)

Lynn Jarrett, Chair
Jon Pearlstone
Cush Bhada
Voting Advisors: Sharon Molineri, Stuart Hack, Randy Scott

Landscape

Lynn Jarrett, Chair
Jon Pearlstone, Co-Chair
Cush Bhada
Reza Karimi
Annie McCary
Advisors: James Tung

Maintenance and Construction

Cush Bhada, Chair
Bunny Carpenter, Co-Chair
Rosemarie diLorenzo
John Frankel
Jon Pearlstone
Steve Parsons, Alternate
Non-Voting Advisor: Steve Leonard

New Resident Orientation

Per Rotation List

Water Conservation Committee (Bi-Monthly)

Reza Karimi, Chair
Cush Bhada
Lynn Jarrett
John Frankel, Alternate
Advisor: Katheryn Freshley

Parking & Golf Cart Task Force

Steve Parsons, Chair
John Frankel
Bunny Carpenter

Lynn Jarrett

Resident Policy and Compliance Task Force

Roy Bruninghaus, Chair
Bunny Carpenter
Rosemarie diLorenzo
Steve Parsons
Reza Karimi
Voting Advisors: Stuart Hack, Cindy Baker

RESOLVED FURTHER, that Resolution 03-19-60, adopted June 18, 2019, 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 03-19-70
GRF COMMITTEE APPOINTMENTS

RESOLVED, July 16, 2019 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
Jon Pearlstone
Steve Parsons, Alternate

Finance Committee

Rosemarie diLorenzo
Jon Pearlstone
Steve Parsons, Alternate

Landscape Committee

Lynn Jarrett
Reza Karimi
Jon Pearlstone, Alternate

Maintenance and Construction Committee

John Frankel
Bunny Carpenter
Cush Bhada, Alternate
Steve Parsons, Alternate

PAC Task Force

Jon Pearlstone
Cush Bhada
John Frankel, Alternate

Energy Task Force

Steven Leonard, Chair
John Frankel
Cush Bhada
Steve Parsons, Alternate
Reza Karimi, Alternate
Voting Advisors: Sue Stephens, Bill Walsh

Media and Communication Committee

Lynn Jarrett
Roy Bruninghaus
Bunny Carpenter, Alternate
Annie McCary, Alternate

Mobility and Vehicles Committee

John Frankel
Jon Pearlstone,
Lynn Jarrett, Alternate
Cush Bhada, Alternate

Security and Community Access Committee

Annie McCary
Steve Parsons,
Roy Bruninghaus, Alternate
Reza Karimi, Alternate

Disaster Preparedness

Annie McCary
John Frankel
Steve Parsons, Alternate
Roy Bruninghaus, Alternate

Laguna Woods Village Traffic Hearings

John Frankel
Annie McCary
Reza Karimi, Alternate

RESOLVED FURTHER, that Resolution 03-19-61, adopted June 18, 2019, 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.

- 10d.** Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual financials for the month of May 2019, and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code §5501.

Director Parsons made a motion to approve the consent calendar as presented. Director Bruninghaus seconded the motion, and it passed unanimously.

11. Unfinished Business

- 11a.** Entertain a Motion to Adopt a Resolution to Revise Alteration Standard 4: Air Conditioning Units/Heat Pumps

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

RESOLUTION 03-19-71
ALTERATION STANDARD 4:
AIR CONDITIONING UNITS/HEAT PUMPS

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 4: Air Conditioning Units/Heat Pumps and,

NOW THEREFORE BE IT RESOLVED, July 16, 2019, that the Board of Directors of this Corporation hereby adopts Alteration Standard 4: Air Conditioning Units/Heat Pumps as attached to the official meeting minutes;

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.

JUNE Initial Notification

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

Director Bruninghaus made a motion to adopt a resolution to revise alteration standard 4: air conditioning units/heat pumps. The motion was seconded by Director Parsons.

Discussion ensued among the Directors.

Vice President Parsons called for the vote, and the motion passed unanimously (8-0-0 President diLorenzo was absent for the vote).

12. New Business

12a. Recommendation to Deny—3391-B (Malaga, P102A/P42) – Patio Enclosure on Previously Extended Common Area

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

RESOLUTION 03-19-72 **VARIANCE REQUEST**

WHEREAS, Ms. Esther Wen of 3391-B Punta Alta, a Malaga style unit, is requesting Board approval of a variance to construct a patio enclosure on a previously extended Common Area patio; and,

WHEREAS, a Neighborhood Awareness Notice was sent to Owners of affected units on May 15, 2019, 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 May 28, 2019.

NOW THEREFORE BE IT RESOLVED, on July 16, 2019, the Board of Directors hereby denies the request to construct a patio enclosure on a previously extended Common Area patio;

RESOLVED FURTHER, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member Owner at 3391-B and all future Mutual members at 3391-B;

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 Bruninghaus made a motion to deny the variance request for 3391-B Punta Alta. The motion was seconded by Director Parsons.

Discussion ensued among the Directors.

Vice President Parsons called for the vote, and the motion passed unanimously (8-0-0 President diLorenzo was absent for the vote).

- 12b.** Recommendation to Deny Off-Schedule Trimming Request: 3250-O (Corboz)– Six Peppermint Trees based on no noticeable trunk damage, pest or disease, no surface rooting, and well-balanced canopies

Director Bruninghaus, Secretary of the Board, presented a summary of the following resolution:

RESOLUTION 03-19-XX
DENY AN OFF SCHEDULE TRIMMING
OF SIX PEPPERMINT TREES – 3250-O

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 July 8, 2019, the Landscape Committee reviewed a request for off-schedule trimming of six Peppermint trees. The request was received from the Member at 3250-O who cited the reasons as overgrown and view obstruction;

WHEREAS, the Committee recommended denying the request for off schedule trimming of six Peppermint trees located at 3250-O San Amadeo based on no noticeable trunk damage, pest or disease, no surface rooting, and well-balanced canopies;

NOW THEREFORE BE IT RESOLVED, July 16, 2019, the Board of Directors denies the off schedule trimming of six Peppermint trees located at 3250-O, 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 Bruninghaus made a motion to deny an off-schedule trimming of six (6) peppermint trees (3250-O). Director Jarrett seconded the motion.

Discussion ensued among the Directors.

The Member spoke on this issue; she is willing to pay for the tree trimming.

Director Jarrett made a motion to table this item. Director Parsons seconded the motion.

President diLorenzo called for the vote on the motion to table this item, and the motion passed unanimously.

12c. Entertain a Motion to Introduce a Resolution to Revise the Appeal Policy

Director Bruninghaus, Secretary of the Board, presented a summary of the following resolution:

DRAFT RESOLUTION 03-19-XX
APPEAL POLICY

WHEREAS, Third Laguna Hills Mutual's ("Third") Governing Documents require a Member to seek approval from the Board of Directors ("Board") on various matters of Corporate business by way of the Committee structure or Management;

WHEREAS, the Board recognized that need to amend the Appeal Policy to align with the current California Civil Code; and

NOW THEREFORE BE IT RESOLVED; August xx, 2019, that the Board of Directors of this Corporation hereby adopts the amended Appeal Policy, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 03-13-105 adopted October 15, 2013 is hereby superseded in its entirety and cancelled;

RESOLVED FURTHER, that this Appeal Policy and the mechanisms for appeals of decisions described herein shall supersede any prior or contrary appeal procedure or right of Members on the decisions subject to this Appeal Policy as may be found in Third's Governing Documents, as may be applicable;

RESOLVED FURTHER, that the foregoing Appeal Policy shall apply to decisions on matters heard and decided by the Board as described therein, but shall not otherwise affect the ability of Members to appeal committee and/or management decisions on matters not heard by the Board as may otherwise be provided for in Third's Governing Documents; 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.

JULY 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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution to revise the appeal policy and place it on 28-day review. Director McCary seconded the motion.

Discussion ensued among the Directors.

The motion passed without objection to introduce the resolution for 28-day review.

12d. Entertain a Motion to Introduce a Resolution to Limit Move-In and Move-Out Times

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

DRAFT RESOLUTION 03-19-XX
MOVE-IN/MOVE- OUT HOURS

WHEREAS, the Resident Policy and Compliance Task Force has recommended revising the Move-In/Move-Out Hours, to fairly and reasonable address timeframes for residents moving into the Community; and

WHEREAS, the current Move-In Hours allow for moves to commence between the hours of 7:00 AM and 6:00 PM with completion by 10:00 PM, of the same day; and

WHEREAS, no vehicle of any household goods carrier shall be loaded, unloaded, or permitted to be loaded or unloaded, in or upon any real property managed by this Corporation unless such loading or unloading occurs during the designated times; and

WHEREAS, no household goods shall be deposited, permitted to be deposited, permitted to remain, carried, or permitted to be carried, prior to loading or subsequent to unloading of any vehicle of a household goods carrier, in or upon any real property managed by this Corporation except during the hours that such loading or unloading is permitted;

NOW THEREFORE BE IT RESOLVED, August xx, 2019, the Board of Director of this Corporation hereby adopts changing the Move-In/Move-Out hours to commend between the hours of 7:00 AM and 4:00 PM with completion by 8:00 PM.; and

RESOLVE FURTHER, that Resolution M3-73-221 adopted August 24, 1973 is hereby superseded and canceled; and

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

JULY 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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution to limit move-in and move-out times and place it on 28-day review.

Discussion ensued among the Directors.

The motion passed without objection to introduce the resolution for 28-day review.

12e. Entertain a Motion to Introduce a Resolution to Revise Exterior Paint Color Palette

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

DRAFT RESOLUTION 03-19-XX
REVISED EXTERIOR PAINT COLOR PALETTE

WHEREAS, the Board of Directors refreshes the Mutual's exterior paint color palette every few years in order to offer updated classic and timeless designs with a touch of current trends;

WHEREAS, there are ten new color groups for single and multi-story buildings, and four new color groups for three-story buildings, for use on the Mutual's structures during the execution of the Mutual's Exterior Paint Program;

WHEREAS, to maintain the operational and logistical efficiencies of the current program, staff will implement the new Exterior Paint Color Palette starting with the first cul-de-sac to be painted on the Mutual's 2020 Exterior Paint Program scope and continue with all future executions of the Mutual's Exterior Paint Program, until otherwise directed.

NOW THEREFORE BE IT RESOLVED, August xx 2019, that the board of Directors of the Corporation hereby establishes a new Exterior Paint Color Palette, as attached to the official minutes of this

meeting, to be effective with structures in the first cul-de-sac on the Mutual's 2020 Exterior Paint Program scope and all subsequent annual paint program scopes; and

RESOLVED FURTHER, that the Exterior Paint Color Palette Option 7 with Delicate White as the Entry Door and Garage Door color shall be the designated default option and shall be applied on all buildings where no member voters are cast or a majority vote could not be reached for a particular color palette option.

RESOLVED FURTHER, that all original Mutual maintained manor front entry doors in a three-story building shall be the same color, and the Owners of each three-story building shall select by majority vote the color for use on all of their building's manor front entry doors from either of the building's selected Pop-outs/Entry Door/Accent Walls Color or one of the Entry Door Option Color; and

RESOLVED FURTHER, that the Members of each three-story building shall select by majority vote the color for all of their building's metal handrails, stair steps and stair stingers from either of the building's selected Body Color or Trim Color or Black; and

RESOLVED FURTHER, that all requests for door color changes outside of the approved exterior paint color palette will remain a variance request, subject to approval by the Board;

RESOLVED FURTHER, that all garage doors on multi-unit buildings will be painted the designated color by majority vote from the color scheme option selected for the building (whichever is selected for the building following established Board approved color selection procedures) in which the garage doors are located; and

RESOLVED FURTHER, that alteration metal garage doors with a white/off-white factory finish are exempted from being painted during the Exterior Paint Program when white/off-white is part of the approved color scheme for that building; and

RESOLVED FURTHER, that the Third Laguna Hills Mutual Exterior Paint Color Selection Procedure, as attached to the official minutes of this meeting, shall remain as written with updates to include the new Exterior Paint Color Palette options for single, multi-story, and three-story buildings; and

RESOLVED FURTHER, that Resolutions 03-14-143 adopted December 16, 2014 and Resolution 03-15-27 adopted February 17, 2015 are hereby superseded and cancelled; and

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

JULY 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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution to revise exterior paint color palette and place it on 28-day review.

Discussion ensued among the Directors.

The motion passed without objection to introduce the resolution for 28-day review.

12f. Entertain a Motion to Introduce a Resolution to Revise Alteration Standard 38: Patio Enclosures

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

DRAFT RESOLUTION 03-19-XX
ALTERATION STANDARD 38: PATIO ENCLOSURES

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 38: Patio Enclosures and,

NOW THEREFORE BE IT RESOLVED, August xx, 2019, that the Board of Directors of this Corporation hereby adopts Alteration Standard 38: Patio Enclosures as attached to the official meeting minutes;

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.

JULY 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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution to revise alteration standard 38: patio enclosures and place it on 28-day review.

Discussion ensued among the Directors.

A Member spoke against this policy.

The motion passed without objection to introduce the resolution for 28-day review.

12g. Entertain a Motion to Introduce a Resolution for Revise Alteration Standard 22: Patio & Balcony Covers

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

DRAFT RESOLUTION 03-19-XX
**ALTERATION STANDARD 22: PATIO AND BALCONY COVER/
ALUMINUM AND VINYL**

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 22: Patio and Balcony Cover / Aluminum and Vinyl and,

NOW THEREFORE BE IT RESOLVED, August xx, 2019, that the Board of Directors of this Corporation hereby adopts Alteration Standard 22: Patio and Balcony Cover / Aluminum and Vinyl as attached to the official meeting minutes;

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.

JULY 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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution to revise alteration standard 22: patio and balcony covers and place it on 28-day review.

Discussion ensued among the Directors.

A Member spoke against this issue.

The motion passed without objection to introduce the resolution for 28-day review.

12h. Entertain a Motion to Introduce the Garden Villa and LH21 Laundry Room Rules

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

DRAFT RESOLUTION 03-19-XX
GARDEN VILLA AND LH-21 LAUNDRY ROOM RULES

WHEREAS, the Garden Villa Association has recognized the need to adopt a Garden Villa and LH-21 Laundry Room Rules to set forth guidelines for use by Residents;

NOW THEREFORE BE IT RESOLVED, August xx, 2019, that the Board of Directors of this Corporation hereby adopts the Garden Villa and LH-21 Laundry Room Rules as attached to the official minutes of this meeting; and

RESOLVE FURTHER, that this policy applies to the buildings listed below which the laundry rooms are located; Garden Villa Buildings No. 969, 2353, 2354, 2355, 2369, 2370, 2381, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 3241, 3242, 3243, 3244, 3420, 3421, 3499, 4006, 4007, 4008, 4009, 4010, 4011, 5370, 5371, 5372, 5499, 5500, 5510, 5511, 5515, 5517, 5518, 5519 and LH-21 Buildings No. 3335, 3336, 3337, 3338, 3363, 3364, 3365, 3366, 3367, 3371, 3486, 3498, 3500, 3501, 3510, 4001, 4002, 4003, 4004, 4005, 4012, 4013, 4014, 4015, 4025, 4026, 5368, and 5369;

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

JULY 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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution for Garden Villa and LH21 Laundry Room Rules and place it on 28-day review.

Discussion ensued among the Directors.

The Board directed staff to include in the Garden Villa and LH-21 Laundry Room Rules a policy for replacing washer and dryers on the weekend.

The motion passed without objection to introduce the resolution for 28-day review.

12i. Entertain a Motion to Introduce the Garden Villa Recreation Room Rules

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

DRAFT RESOLUTION 03-19-XX
GARDEN VILLA RECREATION ROOM RULES

WHEREAS, the Garden Villa Association has recognized the need to adopt a Garden Villa Recreation Room Rules to set forth guidelines for use by Residents and their guests;

NOW THEREFORE BE IT RESOLVED, August xx, 2019, that the Board of Directors of this Corporation hereby adopts the Garden Villa Recreation Room Rules, as attached to the official minutes of this meeting; and

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

JULY 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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution for Garden Villa Recreation Room Rules and place it on 28-day review.

Discussion ensued among the Directors.

The Board directed staff to include rules for recreation room rental requests.

The motion passed without objection to introduce the resolution for 28-day review.

12j. Entertain a Motion to Introduce Proposed Changes to Traffic School Eligibility

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

DRAFT RESOLUTION 03-19-XX
VEHICLE, TRAFFIC AND PARKING RULES

WHEREAS, the Security Department is responsible for the administration of the Laguna Woods Village Vehicle, Traffic, and Parking Rules; including coordination of Traffic School; and

WHEREAS, Traffic School is designed for Laguna Woods Village drivers, to addresses traffic safety topics, and is available to an individual once during any three-year period; and

WHEREAS, the Board has identified violations that are ineligible for Traffic School, such as certain parking violations that are not related to the material discussed in Traffic School and serious moving violations that endanger the Community;

NOW THEREFORE BE IT RESOLVED, on August xx, 2019, the Board of Directors of this Corporation hereby introduces the Traffic School section of the Vehicle, Traffic and Parking Rules, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 03-18-139 approved on September 21, 2018; 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 as written.

JULY 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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution for proposed changes to Traffic School eligibility and place it on 28-day review.

Discussion ensued among the Directors.

The motion passed without objection to introduce the resolution for 28-day review.

- 12k.** Entertain a Motion to Approve a Supplemental Appropriation for Cul-de-Sac Sign Replacement Installation in 2019

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

RESOLUTION 03-19-73
SUPPLEMENT FUNDING FOR CUL-DE-SAC SIGN REPLACEMENT IN 2019

WHEREAS, the 2019 Reserves Plan appropriated funding in the amount of \$33,970 from the Facilities Fund to replace 122 cul-de-sac signs in 2019; and

WHEREAS, on May 29, 2019, during the Business Planning Meeting, the Maintenance & Construction Committee directed staff to complete the remaining 77 cul-de-sac signs, originally to be completed in 2020, in 2019 with a supplemental appropriation.

NOW THEREFORE BE IT RESOLVED, on July 16, 2019, the Board of Directors of this Corporation hereby authorizes a supplemental appropriation of \$23,000, for the replacement of the remaining 77 cul-de-sac signs to be installed and completed in 2019; 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 Bruninghaus made a motion to approve a supplemental appropriation for cul-de-sac sign replacement installation in 2019. Director Parsons seconded the motion.

Discussion ensued among the Directors.

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

121. Entertain a Motion to Approve the Third Laguna Hills Mutual Finance Committee Charter

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

RESOLUTION 03-19-74
THIRD MUTUAL FINANCE COMMITTEE CHARTER

RESOLVED, that pursuant to Article VII, Section 1 of the Bylaws, the Finance Committee is hereby established as a standing committee of this Corporation; and

RESOLVED FURTHER, July 16, 2019, that the Board of Directors of this Corporation hereby assigns the duties and responsibilities of the Finance Committee of this Corporation as follows:

1. Annually review the proposed Third Laguna Hills Mutual Business Plan

and recommend to the Board action regarding the same, including the amount of the assessment required to meet the following year's operating budget and reserve contributions.

2. Regularly review the financial statements and reports of Third Laguna Hills Mutual and review the performance of the managing agent related to the budget and operational efficiencies and make recommendations to the Board.
3. Review the investment of funds of Third Mutual to determine if they are in accordance with the investment policy. Review and recommend changes to the Board, as necessary, to the Mutual's investment policy.
4. Regularly review the status and sufficiency of the Mutual reserve accounts.
5. Review on a regular basis delinquent accounts for assessments, fines, fees, and chargeable services by directing staff and making recommendations to the Board for actions in accordance with the Third Mutual Collection and Lien Enforcement Policy. Review and recommend changes to the Board, as necessary, to the Mutual collection policies.
6. Review any unplanned expenditure proposed by the Board or other Committees to determine the impact on and adequacy of related reserves and recommend appropriate action to the Board.
7. Function as an advisory and liaison body to the managing agent in matters pertaining to financial performance measurements, membership, leasing, and occupancy; and coordinate these matters with other standing committees having related concerns.
8. Perform such additional functions as may be assigned or referred to this committee by the President as well as those that are necessary and prudent to fulfill the Committee's duties and responsibilities.
9. Direct the preparation of a request for proposal for the annual financial audit of Third Laguna Hills Mutual. Review reports and recommendations from auditors and recommend to the Board any appropriate action.
10. Regularly review all insurance and risk management programs for Third Laguna Hills Mutual and recommend to the Board actions to be taken to maintain adequate protection and coverage.
11. In coordination with GRF and Corporate Members, examine the need for review of managing agent organizational entities. Review the implementation of consultant findings and make recommendations to

the Board.

12. Receive update from members of the GRF Finance Committee, appointed from Third Mutual, and consider the latest developments and key financial data provided from GRF to create a more comprehensive understanding of community finances and allow for more informed decisions.

RESOLVED FURTHER; that Resolution 03-14-128, adopted November 18, 2014, is hereby superseded and cancelled.

Director Bruninghaus made a motion to revise the resolution for the Third Laguna Hills Mutual Finance Committee Charter. The motion was seconded by Director Pearlstone.

Discussion ensued among the Directors.

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

- 12m.** Entertain a Motion to Re-Introduce the Interior Inspection of Vacant Manors and Fee Schedule

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

DRAFT RESOLUTION 03-19-XX
POLICY FOR INTERIOR INSPECTION OF UNOCCUPIED MANORS
MAY 2018, RESOLUTION 03-18-59
REVISED OCTOBER, RESOLUTION 03-18-145
REVISED AUGUST 2019, RESOLUTION 03-19-XX

WHEREAS, unoccupied Manors present a number of concerns to Third Mutual and its residents, including without limitation, potential damage to the Mutual's Common Areas, and those concerns increase the longer the Manor is unoccupied;

WHEREAS, the fiduciary responsibility of the Board is to protect the Mutual's assets and it is to the benefit of the Mutual and its residents to inspect the condition of Manors which have been unoccupied for a period of six (6) months or more, or which are reasonably believed to pose potential maintenance concerns; and,

WHEREAS, based on the advice of the Mutual's legal counsel and consistent with the Mutual's governing documents, the Mutual has the right to access an owners Manor at any time in the event of an emergency and the right to access an owner's Manor at a reasonable hour in non-emergency situations for the purpose of inspection;

NOW THEREFORE BE IT RESOLVED, August xx, 2019, that the Board of Directors hereby adopts the Unoccupied Manor Inspection Policy ("Policy");

RESOLVED FURTHER, that except in case of an emergency inspection, in which case the Mutual or a representative thereof may enter without prior notice to the Manor owner, the Mutual must provide a minimum of fifteen (15) days' prior written notice to the owner of record of each Manor that is unoccupied or presumed to be unoccupied before any inspection is carried out in a Manor in accordance with this Policy;

RESOLVED FURTHER, the Mutual will conduct non-emergency inspections in accordance with said notice of inspection and charge an administrative fee of \$100.00 as set by the Mutual for each such inspection. An additional fee of \$135.00 may be charged if gaining entrance into the Manor is required;

RESOLVED FURTHER, if the Owner of record of an unoccupied Manor objects in writing to the inspection of such Manor or specifically denies entry, the matter may be referred to the Board for member disciplinary action;

RESOLVED FURTHER, non-emergency inspections will be conducted with premises Security personnel in attendance to document and ensure there is no adverse impact upon the Manor interior by the Mutual's inspection; such inspection with Security personnel is subject to a fee(s) for the cost to the Mutual to provide such persons to witness the inspection;

RESOLVED FURTHER, the inspector must identify and note conditions within each inspected Manor in a written report, which shall be provided to the Manor Owner by mailing the report to the Owner's mailing address in the Mutual's records, and facilitate the maintenance or remediation of adverse conditions identified to protect against damage to Mutual property, Common Area damage, or nuisance to neighboring Manors and residents;

RESOLVED FURTHER, that any necessary emergency maintenance or repairs (meaning those that are required to prevent damage imminent damage or injury to persons or property) identified in the inspection and carried out by the Mutual, that are the responsibility of the member will be charged to the owner of record after a noticed hearing before the Board in accordance with the Mutual's governing documents;

RESOLVED FURTHER, that necessary emergency maintenance and repairs that are the responsibility of the Mutual will be carried out at the Mutual's expense;

RESOLVED FURTHER, that Resolution 03-18-145 adopted October 16, 2018, is hereby superseded in its entirety and no longer in effect; 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.

JULY 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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution for interior inspection of vacant manors and fee schedule and place it on 28-day review.

Discussion ensued among the Directors.

The motion passed without objection to introduce the resolution for 28-day review.

12n. Entertain a Motion to Approve the Third Laguna Hills Mutual Water Sub-Committee Charter

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

RESOLUTION 03-19-75

THIRD MUTUAL HILLS MUTUAL WATER SUB-COMMITTEE CHARTER

WHEREAS, the Water Conservation Sub-Committee is hereby established pursuant to Article VII Section 1 of the Bylaws of the Corporation;

NOW THEREFORE BE IT RESOLVED, July 16, 2019, that the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Water Sub-Committee as follows:

1. Serve as collaboration between the Third Laguna Hills Mutual ("Third") Board and the Village Management Services ("VMS") Landscape Department regarding water conservation and consumption issues.
2. Maintain a working relationship with the El Toro Water District and the Orange County Fire Authority.
3. Stay informed on actions planned or taken by the El Toro Water District and other water management corporations who maintain

control of water assets used by Third. These actions include but are not limited to resource allocations, cost fluctuations, facility infrastructure located on Third property, and improvements projected by El Toro Water District.

4. Establish an ongoing Water Education Program for the residents of Third. Develop appropriate public relations programs and policies that educate, promote and project a positive image of the water usage of Third to its residents.
5. Maintain a working knowledge of legislation that could possibly impact the water resources used by TLHM. Inform the Board of impending and proposed legislation by the State of California.
6. Make recommendations to the Third Landscape Committee, other Third Committees including the Communications Committee, or to the Third Board of Directors on matters related to conservation best practices and other areas of responsibility in this charter.
7. Perform such other duties related to areas of responsibility in this charter as may be assigned by the Third President or Third Board.

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.

Director Bruninghaus made a motion to approve the resolution for the Third Laguna Hills Water Sub-Committee Charter. The motion was seconded by Director Jarrett.

Discussion ensued among the Directors.

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

13. Committee Reports

- 13a.** Report of the Finance Committee / Financial Report – Director Pearlstone presented the Treasurer's Report. Director Parsons commented on the Resale and Lease Activity Reports. The Committee met on July 2 2019; next meeting August 6, 2019, at 1:30 p.m. in the Board Room
- 13b.** Report of the Architectural Controls and Standards Committee – Director Parsons reported on the last meeting. The Committee continues to update Third's Architectural Standards. The Committee met on June 24, 2019; next meeting July 22, 2019, at 9:30 a.m. in the Sycamore Room

13c. Report of the Communications Committee – Director McCary and President diLorenzo reported that the Committee will start meeting quarterly. The Committee met on June 5, 2019; next meeting July 24, 2019 at 9:30 a.m. in the Board Room.

13d. Report of the Maintenance and Construction Committee – Director diLorenzo and Director Carpenter reported that the Committee did not meet in June. The Committee met on July 1, 2019; next meeting September 9, 2019 at 1:00 p.m. in the Board Room.

- Report of the Parking and Golf Cart Task Force – Director Parsons. The Task Force met on July 9, 2019; next meeting July 17 at 8:30 a.m. in the Oak Room.

13e. Report of the Landscape Committee – Director Jarrett reported from the last meeting. Priority is on clearing the brush on the slopes for fire prevention in the Community. The Committee met on July 8, 2019; next meeting August 1, 2019, at 9:30 a.m. in the Board Room

13f. Report of the Water Subcommittee – Director Karimi. The Subcommittee met on July 10, 2019; next meeting October 9, 2019 at 10:00 a.m. in the Sycamore Room.

13g. Report of the Resident Policy and Compliance Task Force – Director Bruninghaus gave an update from the last meeting. The Task Force will address the Non-Smoking Policy at the next meeting. The Task Force met on June 12, 2019; next meeting July 24, 2019, at 2:00 p.m. in the Board Room.

13h. Report of the Village Energy Task Force – Director Parsons gave an update from the last meeting. The Task Force met on July 3, 2019; next meeting September 4, at 1:30 p.m. in the Board Room.

14. GRF Committee Highlights

14a. Community Activities Committee – Director Carpenter reported on highlights from the last Committee meeting. The Committee is working on revising the Club use policy. The Committee met on July 11, 2019; next meeting September 12, 2019 at 1:30 p.m. in the Board Room.

14b. Finance Committee – Director Pearlstone reported on highlights from the last Committee meeting. The Committee met on June 19, 2019; next meeting August 21, 2019 at 1:30 p.m. in the Board Room.

14c. Landscape Committee – Director Jarrett reported on highlights from the last Committee meeting. The Committee did not meet in July; next meeting August 14, 2019, at 1:30 p.m. in the Board Room .

14d. Maintenance & Construction Committee – Director Frankel reported on highlights from the last Committee meeting. The Committee met on June 12, 2019; next meeting August 14, 2019, at 9:30 a.m. in the Board Room.

- PAC Renovation Ad Hoc Committee – The next meeting will be on August 16, 2019 at 2:00 p.m. in the Board Room

14e. Media and Communications Committee – Director McCary reported on highlights from the last Committee meeting. The Committee met on July 15, 2019; next meeting August 19, 2019, at 1:30 p.m. in the Board Room.

14f. Mobility and Vehicles Committee – Director Frankel reported on highlights from the last Committee meeting. The Committee met on June 5, 2019; next meeting August 7, 2019, at 1:30 p.m. in the Board Room.

14g. Security and Community Access Committee – Director Parsons gave an update from the last Committee meeting. The Committee met on June 24, 2019; next meeting August 26, 2019, at 1:30 p.m. in the Board Room.

- Disaster Preparedness Task Force – Director McCary reported on the last meeting. There will be a Good Neighbor barbecue on August 22. The Task Force did not meet in June, 2019; next meeting July 30, 2019, at 9:30 a.m. in the Board Room.

14h. Report of the Laguna Woods Village Traffic Hearings – Director Frankel gave an update from the last meeting. The Traffic Hearings were held on June 19, 2019; next hearing will be July 17, 2019, at 9:00 a.m. in the Board Room.

15. Future Agenda Items – *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*

15a. Introduce a Co-Occupancy Policy

15b. Parking Report

15c. Resolution to Revise the Lease Policy

15d. Census Report

16. Director's Comments

- Director Karimi commented that residents should contact Animal Control for coyote issues and Resident Services for bee problems.
- Director Jarrett thanked everyone for the Landscape Modernization Project Presentation

17. Recess

The Board recessed at 11:56 a.m. and reconvened in Executive Session at 12:30 p.m.

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

During the June, 2019, Regular Executive Session, the Board:

Approved the Agenda

Approved the Following Meeting Minutes;

(a) May 21, 2019 – Regular Executive Session

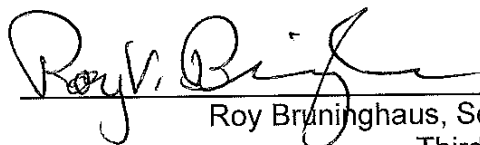
Discussed and Considered Member Matters

Discussed and Considered Legal and Litigation Matters

Discussed and Considered Contractual Issues

19. Adjourn

With no further business to come before the Board of Directors, the meeting was adjourned at 4:18 p.m.

A handwritten signature in black ink, appearing to read "Roy Brunninghaus", is written over a horizontal line.

Roy Brunninghaus, Secretary of the Board
Third Laguna Hills Mutual



SECTION STANDARD 4: AIR CONDITIONING UNITS/HEAT PUMPS

REVISED SEPTEMBER 2005, RESOLUTION 03-05-20
REVISED FEBRUARY 2006, RESOLUTION 03-06-09
REVISED SEPTEMBER 2006, RESOLUTION 03-06-40
REVISED JULY 2010, RESOLUTION 03-10-100
GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49
REVISED SEPTEMBER 2013, RESOLUTION 03-13-98
REVISED JULY 2015, RESOLUTION 03-15-101
REVISED JANUARY 2018, RESOLUTION 03-18-13
REVISED JULY 16, 2019, RESOLUTION 03-19-71

1.0 GENERAL REQUIREMENTS

SEE STANDARD SECTION 1: GENERAL REQUIREMENTS
~~FOR GENERAL REQUIREMENTS SEE SECTION 1 GENERAL REQUIREMENTS FOR ALTERATION STANDARDS.~~

2.0 THROUGH THE WALL A/C-H/P UNITS

- 2.1 Units must be installed in knock-out panel areas, under windows, or as determined by the Alterations office, with due consideration given to the effect on adjoining manors.
- 2.2 No condensing unit may be located in or project into any walkway, breezeway, or interior court of a three-story building
- 2.3 Window mounted units are prohibited.
- 2.4 Condensing units must not be located at least 12" above grade, unless otherwise approved by the Alterations office due to site conditions.
- 2.5 Sleeves must be painted to match the color of the wall.
- 2.6 Above grade installation of heat pumps require condensation drain line connection to an approved discharge location. Mutual Member assumes all responsibilities for any damage that may occur from condensation.
- 2.7 In the absence of an approved alternate heat source, removal of the through-the-wall AC/Heat pump and wall condensing units is prohibited.
- 2.8 Removal of sleeves in stucco walls:



- a. Removal of sleeves in three-story ~~multi-story~~ buildings is prohibited.
- b. Removal of sleeves in stucco walls of one and two single-story buildings shall be evaluated on a case-by-case basis. A variance may be required.
- c. When permitted, removal of sleeves in stucco walls require that the patch must be made in accordance with standard construction practices to maintain the water proof integrity of the wall. The texture and color must match the existing wall. On balconies, the spacing between the wrought iron and exterior of the building will be required to meet Code regulations. Lead samples may be requested by the Alterations Division.

2.8.1 Removal of sleeves in walls with wood siding must be made in accordance with standard construction practices to maintain the water proof integrity of the wall. The entire section of wood siding under a window, from trim to trim, must be replaced and the texture and color must match the existing wood siding.

3.0 CENTRAL AND DUCTLESS UNITS

- 3.1** Only one condensing unit per manor is permitted.
- 3.2** Roof-mounted self-contained package units are prohibited.
- 3.3** No outdoor condensing unit will be larger than 48" high, 37" wide, and 36" deep.
- 3.4** Outdoor condensing units for single level manors shall be installed at ground level only.
- 3.5** Outdoor condensing unit locations for two story buildings are as follows: first floor manors shall be installed at ground level, second floor manors shall be installed only flat roofs, directly above the manor, or at ground level.
- 3.6** Outdoor condensing unit locations for three story buildings are as follows: first floor manors shall be installed at ground level, second floor manors shall be installed on flat roofs directly above the manor, or at ground level, third floor manors will be installed only on flat roofs, directly above the manor.
- 3.7** The location of outdoor condensing units must be approved by the Alterations office. Prior to permit issuance, consideration will be given to any affected or adjoining manors. The Mutual Member is required to submit signed Neighbor Awareness forms as deemed necessary by the Alterations office.



- 3.8** All landscape and irrigation revisions required to accommodate the location of an outdoor condensing unit must be performed by the Mutual at the Mutual Member's expense.
- 3.9** Ground level outdoor condensing units must be located within 24" of the building wall and mounted on a manufactured non-metallic and/or concrete pad.
- 3.10** All exterior wiring, condensate, and coolant lines must be encased in a single, square sheet metal two-piece chaseway painted to match the color of the wall to which it is attached. Roof mounted chases or ducts are prohibited.
- 3.11** The chaseway must be made rodent proof by installing wire mesh at the bottom of the chaseway.
- 3.12** Watertight seals must be provided around all penetrations.
- 3.13** Each installation on a building's elevation that faces another building or heavily traveled common area will be limited to one run and the length must be kept to a minimum and as unobtrusive as possible.
- 3.14** Each installation on a building's elevation that does not face another building or heavily traveled common area will be limited to three runs, and the lengths must be kept to a minimum and be as unobtrusive as possible.
- 3.15** Cutting of a cornice molding to accommodate a chaseway shall be performed by removing the affected section of molding, cutting the metal flashing at both ends, applying sealant under the metal flashing, bending the metal flashing to be flush with the wall and fastening the metal flashing in place using screws. Sealant shall be applied as needed and the cut ends of the cornice molding shall be sealed.
- 3.16** Roof-mounted condensing units must be mounted on a raised platform constructed per Mutual approved Standard Plan drawings. All tie-ins to a PVC Cool Roof must be performed by a certified roofing contractor. A Roofing Contractor Verification form will be required prior to the issuance of a permit.
- 3.17** Cutting or altering of roof trusses for the installation of air handlers in attic spaces is strictly prohibited.
- 3.18** When air handlers are installed in water heater closets, sufficient space must be provided above and around the water heater for repair and replacement of the water heater.