



OPEN SESSION

**MAINTENANCE & CONSTRUCTION BUDGET MEETING OF THE THIRD LAGUNA
HILLS MUTUAL BOARD OF
DIRECTORS A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION
Wednesday, June 2, 2021 - 9:30 a.m.
Laguna Woods Village Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

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

Directors Absent: None

Staff Present: Jeff Parker-CEO, Steve Hormuth, Ernesto Munoz, Laurie Chavarria, Guy West, Darren Kopp, Chris Lauganour, Juan Onofre, Abel Lucero, Ian Barnette, Chris Naylor, Jose Campos, Richu Saju, Ada Montesinos

Others Present: None

1. Call meeting to order / Established Quorum – President Parsons, Chair

President Parsons called the meeting to order at 9:39 a.m. and established that a quorum was present.

2. Acknowledge Media

The media was acknowledged online.

3. Approval of Agenda

President Parsons requested to add item 5a, Responses to Open Forum and asked for a motion to approve the agenda.

Director Annie McCary made a motion to approve the agenda. Director Debbie Dotson seconded the motion.

Without objection, the Board approved the agenda as written.

4. Report of the Chair

- Jeff Parker-CEO discussed about the Village reopening plan for June 15, 2021 – which includes reopening of clubhouses, fitness centers, pools (Pool 2: Reservation Required) etc. He also noted that VMS is actively looking for a Facilities Engineer to recommend energy savings, safety improvements and upgrades within the Laguna Woods Village community. Lastly, Jeff announced the resignation of Ernesto Munoz, Director of Maintenance and Construction and appreciated for the outstanding job he has done for the Village community.
- President Parsons also appreciated Ernesto for everything has done for the organization. President Parson then formally introduced the purpose of the meeting and pointed out some of the challenges such as insurance premiums in the coming year. He commented that Third Board is working with Fannie Mae on their requirements to lower cost for our situation. President Parsons requested Board's attention on service levels and hiring of adequate staff for the 2022 budget year.

5. Open Forum (Three Minutes per Speaker)

No member comments.

5a. Responses to Open Forum

None

6. Department Head Update

Ernesto Munoz expressed his gratitude towards the Board and staff for all the support he received throughout the year. He recognized Laurie Chavarria, Chris Naylor and the managers in Maintenance & Construction for their hard work and making the meeting possible.

7a. Review Maintenance Service Levels – Proposed 2022 Reserves Plan

The Board reviewed the proposed 2022 Maintenance Service Levels and questions were addressed after the presentation. The following action was taken:

- Provide a prioritized list for the Board to review.

7b. Review Reserve Expenditures Plan – Proposed 2022 Reserves Plan

The Board reviewed the proposed 2022 Reserves Expenditures and questions were addressed after the presentation. The following action was taken:

- Provide a prioritized list for the Board to review.

8. Director's Comments

- Director Mutchnick commented on the potential 2022 Budget reductions and recommended Ernesto to revise and provide a prioritized list for the Board to review.
- Director Dotson echoed the comments made by Robert Mutchnick on providing a prioritized list and wished Ernesto Munoz the very best.
- Director Frankel inquired about staff who are registered Engineers in the State of California.
- Ernesto responded to Director Frankel by saying, Robbi Doncost from Maintenance & Construction is a registered architect.
- Director Karimi expressed his concerns on the impacts of budget reduction.
- Ernesto responded to Director Karimi stating that with the potential budget reductions there will be tradeoffs in the long term (Operating cost will increase).
- Director Mutchnick took the initiative to collect and sort the questions from the Board for Ernesto.

9. Adjournment

The meeting was adjourned at 12:12 p.m.



Lynn Jarrett, Secretary of the Board
Third Mutual Laguna Hills