



OPEN SESSION

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

**Tuesday, April 20, 2021 - 9:30 a.m.
Laguna Woods Village Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

NOTICE OF MEETING AND AGENDA

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

- 1. Call meeting to order / Establish Quorum – President Parsons**
- 2. Pledge of Allegiance – Director Jarrett**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes**
 - a. March 16, 2021—Regular Board Meeting
- 6. Report of the Chair**
- 7. VMS Recognition of Excellence Awards**
- 8. Open Forum (Three Minutes per Speaker) - *At this time Members only may address the Board of Directors regarding items not on the agenda and within the jurisdiction of this Board of Directors. The Board reserves the right to limit the total amount of time allotted for the Open Forum. Members can join the Zoom Meeting by clicking on the link <https://zoom.us/j/94899806730> or call (949) 268-2020 or email meeting@vmsinc.org to request to speak***
- 9. Responses to Open Forum Speakers**
- 10. CEO/COO Report**

- 11. Consent Calendar** - *All matters listed under the Consent Calendar are recommended for action by committees and will be enacted by the Board by one motion. In the event an item is removed from the Consent Calendar by members of the Board, such item(s) shall be the subject of further discussion and action by the Board.*
- a. Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual preliminary financials for the month of February 2021, and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code §5501.
 - b. **Recommendation from the Third Finance Committee:**
 - (1) Approve a Resolution for Recording a Lien against Member ID# 934-330-08
 - (2) Approve a Resolution for Recording a Lien against Member ID# 931-580-71
 - c. **Recommendation from the Third Landscape Committee:**
 - (1) Recommendation to Approve Tree Removal Request: 3422-E (Leung) – One Indian Laurel Fig tree
 - (2) Recommendation to Approve Tree Removal Request: 5509-C (Macke) – One Rusty Leaf Fig tree
- 12. Unfinished Business -- None**
- 13. New Business**
- a. Entertain a Motion to Approve the 2021 Special Election Schedule and Resolution to Appoint the Inspector of Election Services (will be sent under separate cover)
- 14. Committee Reports**
- a. Report of the Finance Committee / Financial Report – Director Mutchnick. The committee met on March 2, 2021; next meeting April 6, 2021, at 1:30 p.m. as a virtual meeting
 - (1) Treasurer's Report
 - (2) Third Finance Committee Report
 - (3) Resales/Leasing Reports
 - b. Report of the Architectural Controls and Standards Committee – Director Parsons. The committee met on February 22, 2021; next meeting April 26, 2021 at 9:30 a.m. as a virtual meeting.
 - c. Report of the Communications Committee – Director McCary. The committee meeting was held on January 13, 2021; next meeting July 14, 2021 at 1:30 p.m. as a virtual meeting.

- d. Report of the Maintenance and Construction Committee – Director Mutchnick. The committee met on March 1, 2021; next meeting May 3, 2021 at 1:30 p.m. as a virtual meeting.
 - (1) Report of the Parking and Golf Cart Subcommittee – Director Dotson. The subcommittee met on January 20, 2021; next meeting May 14, 2021 at 10:00 a.m. as a virtual meeting.
 - (2) Garden Villa Rec. Room Subcommittee – Director Jarrett. The subcommittee met on February 23, 2021; next meeting TBA.
- e. Report of the Landscape Committee – Director Jarrett. The committee met on April 1, 2021; next meeting May 6, 2021 at 9:30 a.m. as a virtual meeting.
- f. Report of the Water Committee – Director Rane-Szostak. The committee met on January 20, 2021; next meeting April 29, 2021 at 2 p.m. as a virtual meeting.
- g. Report of the Resident Policy and Compliance Committee – Director Jarrett. The task force met on February 3, 2021; next meeting May 5, 2021 at 9:30 a.m. as a virtual meeting.

15. GRF Committee Highlights

- a. Community Activities Committee – Director Karimi. The committee met on March 11, 2021; next meeting April 8, 2021, at 1:30 p.m. as a virtual meeting.
 - (1) Equestrian Center Ad Hoc Committee – Director Bhada. The committee met on March 4, 2021; next meeting TBA.
- b. GRF Finance Committee – Director Mutchnick. The committee met on February 17, 2021; next meeting April 21, 2021, at 1:30 p.m. as a virtual meeting.
- c. GRF Landscape Committee – Director Jarrett. The committee met on March 10, 2021; next meeting May 12, 2021, at 1:30 p.m. as a virtual meeting.
- d. GRF Maintenance & Construction Committee – Director Frankel – The committee met on February 10, 2021; next meeting April 14, 2021, at 9:30 a.m. as a virtual meeting.
 - (1) Clubhouse 1 Renovation Ad Hoc Committee – Director Engdahl. The committee met on March 23, 2021; next meeting TBA.
- e. Media and Communications Committee – Director McCary. The committee met on February 22, 2021; next meeting April 19, 2021, at 11:30 a.m. as a virtual meeting.
- f. Mobility and Vehicles Committee – Director Karimi – The committee met on April 7, 2021; next meeting June 2, 2021, at 1:30 p.m. as a virtual meeting.

- g.** Security and Community Access Committee – Director Bhada. The committee met on February 22, 2021; next meeting April 26, 2021 at 1:30 p.m. as a virtual meeting.

 - (1) Disaster Preparedness Task Force – Director McCary. The task force met on March 25, 2021; next meeting May 25, 2021 at 9:30 a.m. as a virtual meeting
 - h.** Report of the Laguna Woods Village Traffic Hearings – Director Dotson. The hearings were held on March 17, 2021; next meeting April 21, 2021 at 9:00 a.m. and 1:00 p.m. as a virtual meeting.
 - i.** GRF Strategic Planning Ad Hoc Committee – Director Mutchnick. The committee met on March 17, 2020; next meeting TBA.
 - j.** Budget Workshops – Director Mutchnick. The workshops were held March 22-31, 2021.
- 16. Future Agenda Items--** *All matters listed under Future Agenda Items are items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*
- a.** Parking Report
 - b.** Resident Suggestion Program
 - c.** Alterations Review
 - d.** Property and Casualty Insurance
 - e.** Presentation from El Toro Water District
- 17. Director's Comments**
- 18. Recess -** *At this time the Meeting will recess for lunch and reconvene to Executive Session to discuss the following matters per California Civil Code §4935.*

Closed Session Agenda

Approval of Agenda

Approval of the Minutes

(a) March 16, 2021—Regular Closed Session

(b) April 6, 2021 – Special Closed Meeting

Discuss and Consider Member Matters

Discuss Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Litigation Matters

19. Adjourn



OPEN SESSION

**MINUTES OF THE REGULAR OPEN MEETING OF THE THIRD LAGUNA HILLS
MUTUAL BOARD OF
DIRECTORS A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION
Tuesday, March 16, 2021 - 9:30 a.m.
Laguna Woods Village Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

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

Directors Absent: None

Staff Present: Jeff Parker-CEO, Siobhan Foster-COO, Eileen Paulin, Cheryl Silva and Grant Schultz

Others Present: Rosemarie diLorenzo (VMS), Wei-Ming Tao (VMS)
Sandra Gottlieb, Esq.

1. Call meeting to order / Establish Quorum – President Parsons

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

2. Pledge of Allegiance – Director Bhada

Director Bhada led the pledge of allegiance.

3. Acknowledge Media

The media was acknowledged online and through Village Television.

4. Approval of Agenda

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

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

5. Approval of Minutes

5a. February 16, 2021 – Regular Board Meeting

Director Dotson made a motion to approve the minutes of February 16, 2021--Regular Open Meeting. Director Jarrett seconded the motion and the motion passed by unanimous consent.

6. Report of the Chair

President Parsons responded to comments made during the Third Mutual Members Meeting on January 27, 2021. He responded to questions regarding insurance requirements, premium costs, replacement costs, shared costs, and insuring individual sub-mutuals. Director Mutchnick commented that the board is actively addressing the Third Mutual insurance needs and has contracted with A.J. Gallagher for our property and liability insurance at a rate that will sufficiently cover our insurance needs.

7. Open Forum (Three Minutes per Speaker) - *At this time Members only addressed the Board of Directors regarding items not on the agenda and within the jurisdiction of this Board of Directors. The board reserved the right to limit the total amount of time allotted for the Open Forum. Members requested to speak Zoom at <https://zoom.us/j/94899806730> via email to meeting@vmsinc.org or by calling 949-268-2020 before or during the meeting. Residents were required to provide their name and unit number.*

Eileen Paulin read the member comments:

- A member spoke against the Restatement of the CC&R and Bylaw and action taken by the board in closed session.
- A member commented about the Third Board minutes of February 16, 2021, and requested that a correction be made to the minutes.
- A member commented that the revision of the CC&Rs lacked transparency and would like to see the CC&Rs revised in a more equitable manner.
- Three members spoke against the Social Media Policy.
- A member asked why residents are responsible for IT network outages and asked about the \$10,000 contingency money held in escrow.
- A member spoke against the Barbeque Grill Policy to prohibit charcoal grills.
- A member requested termite inspections be done more often.

8. Responses to Open Forum Speakers

- President Parsons responded that the board is not considering a restatement of the CC&Rs and Bylaws at this time. The board is dealing with the insurance costs in another way. Comments made in closed session are confidential and should not be discussed in social media. A task force to address member requests will be considered. Election by acclamation did not become law until 2020.
- Jeff Parker-CEO commented about that information discussed in closed session is confidential.

- President Parsons commented he sees no need to change the February 16, 2021 minutes regarding the comment made by VMS Director diLorenzo.
- Jeff Parker-CEO responded about the \$10,000 held in escrow. This money is held for any costs associated with repairs required of the unit.
- Director Jarrett commented about the Barbeque Grill Policy and the reason for restricting charcoal grills because of the fire dangers.
- Siobhan Foster-COO commented that a termite inspection will be requested for the building of the member.

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

- COVID-19 Update. According to the Orange County Health Care Agency (OCHCA) the numbers are declining and Orange County has fallen into a less restricted tier. As of Friday, March 12, 2021 there were 248,349 confirmed COVID-19 cases in Orange County-172 reported. The City of Laguna Woods reports 402 confirmed cases. The seven-day testing positivity rate in Orange County is 3.2%. The State of California has vaccinated 10,988,301 individuals so far.
- Now that the county has moved from the purple zone to the red zone, Resident Services and Manor Alterations will reopen for limited services by appointment only at the Community Center starting March 17, 2021. Facilities will begin to reopen once the county moves from the red zone to the orange zone. Doubles play for pickleball and paddle tennis will resume in early April.
- Update on COVID-19 vaccines. Over 9,000 residents have been vaccinated. Residents have received their second dose of the COVID-19 vaccine. Residents that did not get the first dose of the vaccine can contact the county and Rite Aid to register for the first vaccine. Laguna Woods Village is looking at another round of vaccines when the Johnson & Johnson COVID-19 vaccine is available.
- Fire extinguishers are inspected regularly, once per year.
- New Resident Orientation will be virtual to become familiar with Laguna Woods Village operating rules. Third New Resident Orientation will take place on Friday, March 19, 2021 at 9 a.m. To attend a New Resident Orientation please RSVP via email to becky.jackson@vmsinc.org.
- Golf tee time reservations can be made online through the ForeUp system.
- New boiler installation will occur at Pool 1 and resident can use Pool 6 in the meantime.
- Spring carport cleaning begins on March 23, 2021. The carport cleaning schedule is available online for 2021.
- Next free Bulky Item pickup is Saturday, March 20, 2021.
- Ernesto Munoz, Maintenance and Construction Director, introduced the new Damage Restoration Manager, Darren Kopp.

Jeff Parker and Siobhan Foster answered questions from the board.

10. Consent Calendar - *All matters listed under the Consent Calendar were recommended for action by committees and were enacted by the board by one motion. Items removed from the Consent Calendar by members of the board, were moved for further discussion and action by the board.*

10a. Finance Committee Recommendations:

Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual **preliminary** financials for the month of January, 2021 and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code 5501.

10b. Finance Committee Recommendation:

10b (1) Recommendation to Approve a Resolution for Recording a Lien against Member ID# 932-121-16

Resolution 03-21-13
Recording of Lien

WHEREAS, Member ID 932-121-16; 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, March 16, 2021, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-121-16 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.

10c. Architectural Controls and Standards Committee Recommendations:

10c (1) Recommendation to Approve Request to Retain the Removal of an Interior Bearing Wall Between the Kitchen and Living Room (3493-C, La Quinta, LH06, York/Bennett)

Resolution 03-21-14
Approve Request to Retain the
Removal of an Interior Bearing Wall at 3493-C

WHEREAS, Manor Alterations (a division of VMS, Inc. which represents the Third Laguna Hills Mutual), is obligated to process variance requests to the Third Laguna Hills ACSC Committee for review and potential approval; and

WHEREAS, the Architectural Controls and Standard Committee recommended approval of the variance request at Manor 3493-C to remove an interior load bearing wall between the kitchen and living room and retain the structural beam installation; and

WHEREAS, stamped structural drawings will be required as a Condition of Approval along with the requirement to obtain a City of Laguna Woods permit to ensure code compliance and that structural integrity requirements are met;

NOW THEREFORE, BE IT RESOLVED, on March 16, 2021, the Board of Directors of this Corporation hereby approve the variance request at 3493-C which allows the bearing wall and post between the kitchen and living room to be replaced with a structural beam.

RESOLVED FURTHER, due to the relocation of plumbing fixtures as part of the total remodel project (kitchen, sink and dishwasher), a contingency of a plumbing plan will also be required; and

RESOLVED FURTHER, that Manor Alterations will inform manor owners, as to the approval of this variance;

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.

10d. Landscape Committee Recommendations:

10d (1) Recommendation to Deny Off-Schedule Trimming Request: 3076-C Via Serena S. (Serifin) – One Rusty Leaf Fig Tree

Resolution 03-21-15
Deny the Request for Off-Schedule
Trimming of One Rusty Leaf Fig Tree
3076-C Via Serena S.

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 March 4, 2021, the Landscape Committee reviewed the request for the off-schedule trimming of one Rusty Leaf Fig tree. The request was received from the Member at 3076-C who cited the reason as overgrown;

WHEREAS, the Committee determined that the tree does not meet the guidelines set forth in Resolution 03-11-149 and recommends denying the request for the off-schedule trimming of one Rusty Leaf Fig tree located at 3076-C Via Serena S.

NOW THEREFORE BE IT RESOLVED, March 16, 2021, the Board of Directors denies the request for the off-schedule trimming of one Rusty Leaf Fig tree located at 3076-C;

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

10d (2) Recommendation to Approve Landscape Revision Request: 5589-A Avenida Sosiega (Pullman)

Resolution 03-21-16
Approve the Request to Install Artificial Turf
5589-A Avenida Sosiega

WHEREAS, on March 4, 2021, the Landscape Committee reviewed the request for installing artificial turf adjacent to the sidewalk on the rear and side of the manor, at the Member's expense. The request was received from the Member at 5589-A who cited the reason as the existing landscape is difficult to maintain due to limited access;

WHEREAS, the Committee recommends approving the request for installing artificial turf adjacent to the sidewalk on the rear and side of the manor, at the Member's expense, located at 5589-A Avenida Sosiega with the following conditions:

1. All costs for design, construction, and maintenance of the improvement are the responsibility of the Property's Member Owner at 5589-A.

2. All materials and installation methods shall be approved by the Landscape Department prior to start of work.
3. The requesting Members understand that the area will remain Common Area subject to the use and passage of all members of Third Mutual.

NOW THEREFORE BE IT RESOLVED, March 16, 2021, the Board of Directors approves the request for installing artificial turf adjacent to the sidewalk on the rear and side of the manor, at the Member's expense, located at 5589-A;

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

10d (3) Recommendation to Approve Staff Request to Remove Two Carrotwood Trees at Building 5358

Resolution 03-21-17
Approve the Request by Staff to Remove
Two Carrotwood Trees at the Side of B5358

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 March 4, 2021, the Landscape Committee reviewed the staff request for the removal of two Carrotwood trees. The request was received from staff who cited the reason as the proximity of the trees to the building's roof is causing the need for annual off-schedule trimming in lieu of the current two-year cycle;

WHEREAS, the Committee determined that the tree meets the guidelines set forth in Resolution 03-11-149 and recommends approving the request for the removal of two Carrotwood trees located at the side of B5358.

NOW THEREFORE BE IT RESOLVED, March 16, 2021, the Board of Directors approves request for the removal of two Carrotwood trees located at the side of B5358;

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

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

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

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

11. Unfinished Business

11a. Entertain a Motion to Adopt a Resolution for Barbeque Rules and Regulations

Director Jarrett read the following resolution:

RESOLUTION 03-21-18 **Barbeque Grill Rules & Regulations**

WHEREAS, the Resident Compliance & Policy Committee has recognized the need to adopt a Barbeque Grill Rules & Regulations to set forth guidelines for the use of barbeque grills;

NOW THEREFORE BE IT RESOLVED, on March 16, 2021, the Board of Directors of this Corporation hereby adopts the Barbeque Grill Rules & Regulations, as attached to the official minutes of this meeting; 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.

FEBRUARY Initial Notification--28-day notification for member review and comment to comply with Civil Code §4360 has been satisfied.

Director McCary made a motion to adopt a resolution for Barbeque Grill Rules & Regulations. The motion was seconded by Director Dotson.

Discussion ensued among the directors.

President Parsons called for the vote and the motion passed by a vote of 10-1-0 (Director Bhada opposed).

11b. Entertain a Motion to Adopt a Resolution for a Social Media Use Policy

Director Jarrett read the following resolution:

RESOLUTION 03-21-19
Social Media Use Policy

WHEREAS, the Resident Policy & Compliance Committee has recognized the need to adopt a Social Media Use Policy to set forth guidelines for individuals serving in a representative capacity for the Mutual; and

WHEREAS, Mutual representatives includes Directors, Committee members, advisors and/or volunteers who may wish to communicate with other residents and members outside of official meetings about Mutual business via social media platforms; and

WHEREAS, these communications may inadvertently give the impression to others that they (the representative) are speaking in an official capacity as a representative of the Mutual; and

WHEREAS, the requirements of the Davis-Stirling Common Interest Development Act that official Mutual business only be conducted at officially-noticed meetings; and

NOW THEREFORE BE IT RESOLVED, on March 16, 2021, the Board of Directors of this Corporation hereby adopts the Social Media Use Policy, as attached to the official minutes of this meeting; 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.

FEBRUARY Initial Notification--28-day notification for member review and comment to comply with Civil Code §4360 has been satisfied.

Director Jarrett made a motion to adopt the resolution for Social Media Use Policy. Director McCary seconded the motion.

Discussion ensued among the directors.

President Parsons called for the vote and the motion passed by a vote of 10-1-0 (Director Bhada opposed).

11c. Director Mutchnick gave an update on Insurance Broker Services.

12. New Business

12a. Discuss and Consider Replacement of Two Intake Trash Chute Doors at Building 3486

Director Mutchnick commented that the Third Mutual M&C Committee recommends that the board authorize the replacement of the two trash intake doors at Building 3486, at a not to exceed cost of \$19,000.

Director Mutchnick made a motion to authorize the replacement of the two trash intake doors at Building 3486, at a not to exceed cost of \$19,000. Director Dotson seconded the motion.

Discussion ensued among the directors.

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

13. Committee Reports

13a. Report of the Finance Committee / Financial Report – Director Mutchnick gave the Treasurer’s Report. The committee met on March 2, 2021; next meeting April 6, 2021, at 1:30 p.m. as a virtual meeting.

- (1) Treasurer’s Report
- (2) Third Finance Committee Report
- (3) Resale/Leasing Reports

13b. Report of the Architectural Controls and Standards Committee – President Parsons. The committee met on February 22, 2021; next meeting March 23, 2021 at 10:30 a.m. as a virtual meeting.

13c. Report of the Communications Committee – Director McCary. The committee met on January 13, 2021; next meeting will be held on April 14, 2021.

13d. Report of the Maintenance and Construction Committee – Director Mutchnick. The committee met on March 1, 2021; next meeting May 3, 2021, at 1:30 p.m. as a virtual meeting.

(1) Report of the Parking and Golf Cart Task Force – Director Dotson. The task force met on March 12, 2021; next meeting May 14, 2021 at 10 a.m. as a virtual meeting.

(2) Garden Villa Rec. Room Subcommittee – Director Jarrett. The Garden Villas Rec. Room Subcommittee was held on February 23, 2021; next meeting will be held on June 30, 2021, at 1:30 p.m. as a virtual meeting.

13e. Report of the Landscape Committee – Director Jarrett. The committee met on March 4, 2021; next meeting April 1, 2021, at 9:30 a.m. as a virtual meeting.

13f. Report of the Water Committee – Director Rane-Szostak. The committee met on January 20, 2021; next meeting will be held on April 14, 2021 as a virtual meeting.

13g. Report of the Resident Policy and Compliance Committee – Director Jarrett. The committee met on February 3, 2021; next meeting May 5, 2021, at 9:30 a.m. as a virtual meeting.

14. GRF Committee Highlights

14a. Community Activities Committee – Directors Karimi. The committee met on March 11, 2021; next meeting April 8, 2021, at 1:30 p.m. as a virtual meeting.

(1) Equestrian Center Ad Hoc Committee – Director McCary the committee met on March 4, 2021; next meeting TBA.

14b. GRF Finance Committee – Director Mutchnick. The committee met on February 17, 2021; next meeting April 21, 2021, at 1:30 p.m. as a virtual meeting.

14c. GRF Landscape Committee – Director Karimi. The committee met on March 10, 2021; next meeting May 12, 2021 at 1:30 p.m. as a virtual meeting.

14d. GRF Maintenance & Construction Committee – Director Frankel – The committee met February 10, 2021; next meeting April 14, 2021, at 9:30 a.m. as a virtual meeting.

(1) Clubhouse 1 Renovation Ad Hoc Committee – Director Engdahl. The committee met on September 2, 2020; next meeting TBA.

14e. Media and Communications Committee – Director McCary. The committee met on February 22, 2021, as a virtual meeting; next meeting April 19, 2021, at 11:30 a.m. as a virtual meeting.

14f. Mobility and Vehicles Committee – Director Karimi – The committee met on February 3, 2021; next meeting April 7, 2021, at 1:30 p.m. as a virtual meeting.

14g. Security and Community Access Committee – Director Bhada. The committee met on February 22, 2021; next meeting April 26, 2021 at 1:30 p.m. as a virtual meeting.

(1) Disaster Preparedness Task Force – Director McCary. The task force met on January 26, 2021; next meeting March 30, 2021, 9:30 a.m. as a virtual meeting.

14h. Report of the Laguna Woods Village Traffic Hearings – Director Dotson. The traffic hearings were on February 17, 2021; next meeting is March 17, 2021 at 9 a.m. and 1 p.m. as a virtual meeting.

14i. Report of the GRF Strategic Planning Ad Hoc Committee – Director Mutchnick. The committee met on December 30, 2020; next meeting March 17, 2021 at 1:30 p.m. as a virtual meeting.

14j. Budget Ad Hoc Committee – Director Mutchnick. The next meetings March 22 – 31, 2021.

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

- a. Parking Report
- b. Resident Suggestion Program
- c. Alterations Review
- d. Property and Casualty Insurance
- e. Presentation from El Toro Water District
- f. Authorization of Additional Employees for the Manor Alteration Division

16. Director's Comment

- Director Dotson recognized Eileen Paulin and the team that made the vaccines possible for our residents. She would like to see VMS clean up any items lingering from the network outage including the removal of the \$10,000 deposit in escrow.
- Director Rane-Szostak echoed the work done by Eileen Paulin and the team on the vaccinations.
- Director Jarrett echoed the comments made about Eileen Paulin and the team on the vaccines and thanked Director Rane-Szostak for administering some of the vaccines.
- Director Frankel commented only two violations were reported to the Traffic Hearings. Traffic violations are down in Laguna Woods Village.
- Director Mutchnick thanked Director Rane-Szostak and Eileen Paulin for help with the vaccines. He appreciates VMS moving to the Zoom platform.
- Director Bhada thanked Eileen Paulin for her leadership with the vaccine clinics. He thanked all the directors that volunteered their time and helped out at the vaccine clinics. He commented we need to work harder to get escrows closed and asked that the \$10,000 not be held in escrow. He liked the GoToMeeting better than Zoom.
- Director Karimi recognized all the members that participated in this meeting. Their participation is important.
- Director Engdahl expressed his appreciation for the COVID-19 vaccines.
- Director Wayne thanked Director Rane-Szostak for her participation in the vaccines and appreciates that members can now attend the meeting by Zoom.
- Siobhan Foster thanked everyone for their team work with the vaccine clinics.
- Eileen Paulin thanked everyone for their kind comments. The goal is to vaccinate as many residents as possible.

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

The meeting was recessed at 12:10 p.m.

Summary of Previous Closed Session Minutes per Civil Code §4935.

During the February 16, 2020, Regular Closed Session, the board:

Approval of Agenda

VMS Board Update

CEO Report (Personnel Matters)

Approval of the Following Meeting Minutes.

(a) January 6, 2021—Special Closed Meeting

(b) January 19, 2021 – Regular Closed Session

Discussed and Considered Legal/Litigation Matters

Discussed Contractual Matters

Discussed Member Disciplinary Matters

18. Adjournment

The meeting was adjourned at 4:00 p.m.



Lynn Jarrett, Secretary of the Board
Third Mutual Laguna Hills

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RESOLUTION 03-21-XX

Recording of a Lien

WHEREAS, Member ID 934-330-08; 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, April 20, 2021, that the Board of Directors hereby approves the recording of a Lien for Member ID 934-330-08 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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RESOLUTION 03-21-XX

Recording of a Lien

WHEREAS, Member ID 931-580-71; 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, April 20, 2021, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-580-71 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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RESOLUTION 03-21-XX

Approve the Request For Removal of One Indian Laurel Fig Tree 3422-E Calle Azul

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 April 1, 2021, the Landscape Committee reviewed a request from the Member at 3422-E to remove one Indian Laurel Fig tree. The Member cited the reason as the potential for structural damage;

WHEREAS, the Committee determined that the tree meets the guidelines set forth in Resolution 03-11-149 and recommends approving the request for the removal of one Indian Laurel Fig tree located at 3422-E Calle Azul.

NOW THEREFORE BE IT RESOLVED, April 20, 2021, the Board of Directors approves the request for the removal of one Indian Laurel Fig tree located at 3422-E;

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

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RESOLUTION 03-21-XX

**Approve the Request
For Removal of One Rusty Leaf Fig Tree
5509-C Paseo Del Lago West**

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 April 1, 2021, the Landscape Committee reviewed a request from the Member at 5509-C to remove one Rusty Leaf Fig tree. The Member cited the reasons as structural damage and sewer damage;

WHEREAS, the Committee determined that the tree meets the guidelines set forth in Resolution 03-11-149 and recommends approving the request for the removal of one Rusty Leaf Fig tree located at 5509-C Paseo Del Lago West.

NOW THEREFORE BE IT RESOLVED, April 20, 2021, the Board of Directors approves the request for the removal of one Rusty Leaf Fig tree located at 5509-C;

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

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STAFF REPORT

DATE: April 20, 2021
FOR: Board of Directors
SUBJECT: 2021 Special Election Schedule and Inspector of Election Services

RECOMMENDATION

Approve the proposed 2021 special election schedule on the restatement and amendment of the Third Laguna Hills Mutual Covenants Conditions and Restrictions (all fifty-nine versions) (CC&Rs) and the By-laws pertaining to insurance in the community and appoint UniLect Corporation as the Inspector of Election for the special election.

BACKGROUND

Senate Bill 323 that went into effect on January 1, 2020, changed election requirements for common interest developments and necessitated adjustments to the election procedures. As such on April 21, 2020, the board approved revised election rules to comply with Senate Bill 323 via the adoption of Resolution 03-20-30.

The rules require the association to select an independent party as inspector of elections. The Inspector of Elections performs several tasks during an election, including but not limited to print, collate, mail, receive, register, store and safeguard secret ballots and required inner (ballot envelope) and outer envelope (mailing envelope) and provide election day services such as ballot counting, tabulation, validation, and certification of election results.

DISCUSSION

The proposed election schedule for a special election reflects the timeline required by Civil Code for a special election for the purpose of approving a restatement of the CC&R and amended Bylaws for the sole purpose of revising the insurance requirements. Key milestones in the attached election schedule include the following:

Milestone	Date
General Notice of Ballot Information	May 7, 2021
Town Hall for Ballot Information	May 14, 2021
Mail Ballot Package to Residents	May 28, 2021
Town Hall for Member Comments	June 7, 2021
Ballots Due	June 28, 2021
Tabulation of Ballots	June 29, 2021

Following an extensive search to identify a specialized contractor that has proven expertise with homeowner association elections and Davis-Stirling Act compliance, UniLect Corporations was

appointed as Inspector of Election for the 2020 annual election. Based on the firm's satisfactory performance, staff recommends that the board appoint UniLect Corporation to again serve as Inspector of Election in 2021.

The Inspector of Elections will also be responsible for administering an election on the restatement and amendment of the Third Laguna Hills Mutual Covenants, Conditions and Restrictions (all fifty-nine versions) (CC&Rs) and the By-laws.

FINANCIAL ANALYSIS

UniLect Corporation will be submitting a proposal for the 2021 Special Election for consideration and approval by the board. The Special Election cost will be charged as an unbudgeted operating expense based on services performed.

Prepared By: Cheryl Silva, Corporate Secretary

Reviewed By: Siobhan Foster, COO

ATTACHMENT(S)

ATT 1: 2021 Special Election Schedule

ATT 2: Resolution 03-21-XX, Approve Inspector of Election Services

**THIRD MUTUAL LAGUNA HILLS
BALLOT INITIATIVE ELECTION SCHEDULE 2021**

Approve Election Schedule and Appoint Inspector of Elections	4/20/2021
Mail Meeting Notice of Ballot Initiative (postcard)	4/27/2021
Record Date for Mailing List	5/7/2021
General Notice of Ballot Information	5/7/2021
Mailing List to Inspector of Elections	5/10/2021
Town Hall Meeting for Ballot Information	5/14/2021
Ballot Information to Inspector of Election	5/10/2021
Mail Ballot Package	5/28/2021
Town Hall Meeting for Member Comments	6/7/2021
Notice Tabulation Meeting	6/24/2021
Ballots Due Back (11:00 AM Inspector Post Box/5:00 PM Community Center Ballot Box)	6/28/2021
Tabulation Meeting Counting of Ballots by Inspectors of Election	6/29/2021
	9:30 AM @ Board Room

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RESOLUTION 03-21-xx
Approve Inspector of Election Services

WHEREAS, Civil Code §5110 requires an association to select an independent third party as an inspector of elections;

WHEREAS, for transparency purposes and due to the number of ballots received it is necessary to contract for an Inspector of Elections;

WHEREAS, an Inspector of Elections is used, among other tasks, to print and mail voter packages, inspect and tabulate ballots, and certify results; and,

NOW THEREFORE BE IT RESOLVED, on April 20, 2021, that the Board of Directors of Third Laguna Hills Mutual hereby approves single-sourcing a contract to UniLect to perform Inspectors of Election services for the Special Election on June 29, 2021, for a vote on the Restatement of the Third Laguna Hills Mutual Covenants, Conditions and Restrictions (CC&Rs) and the By-laws; and

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

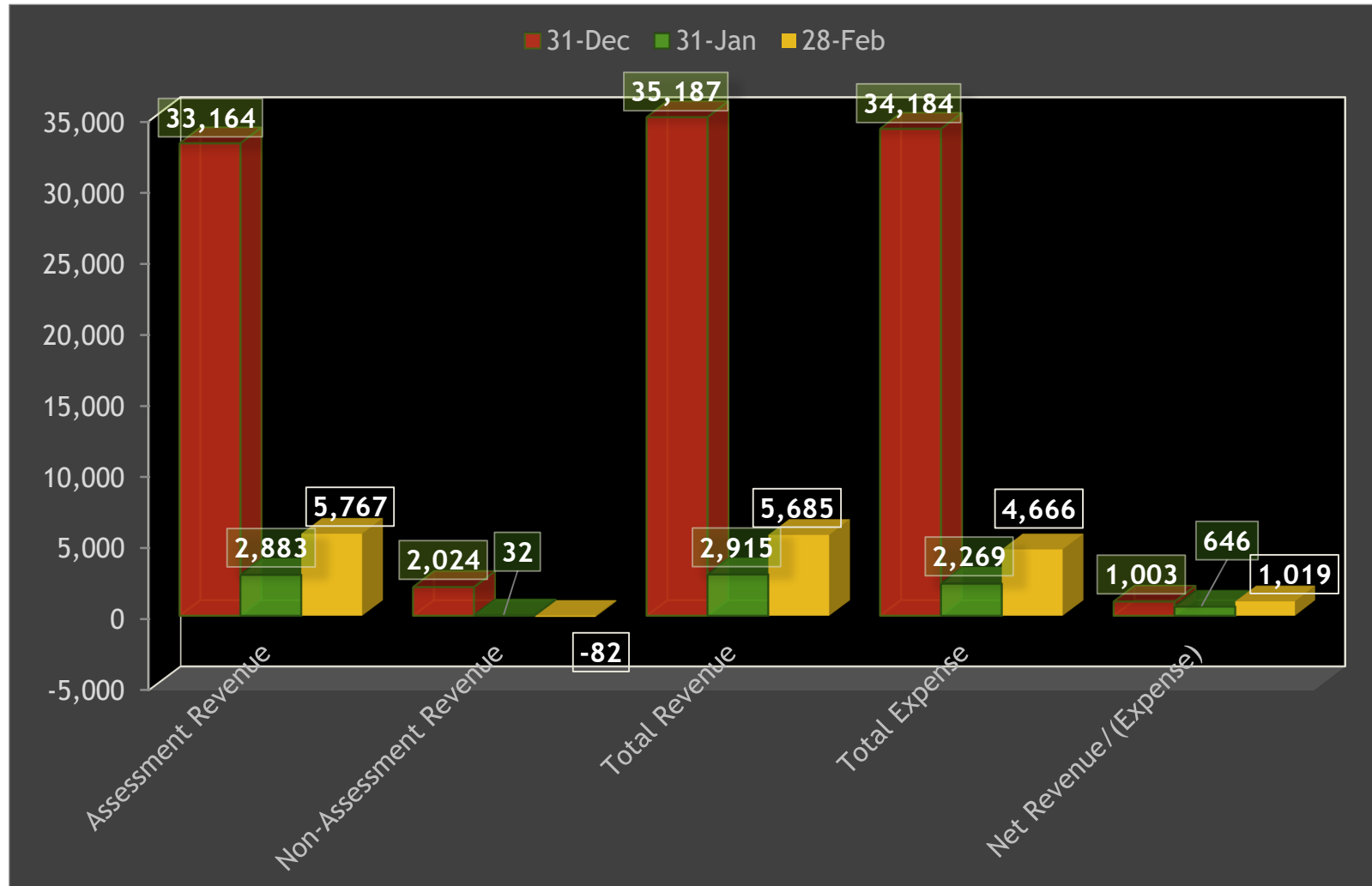
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Financial Report - February 28, 2021

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

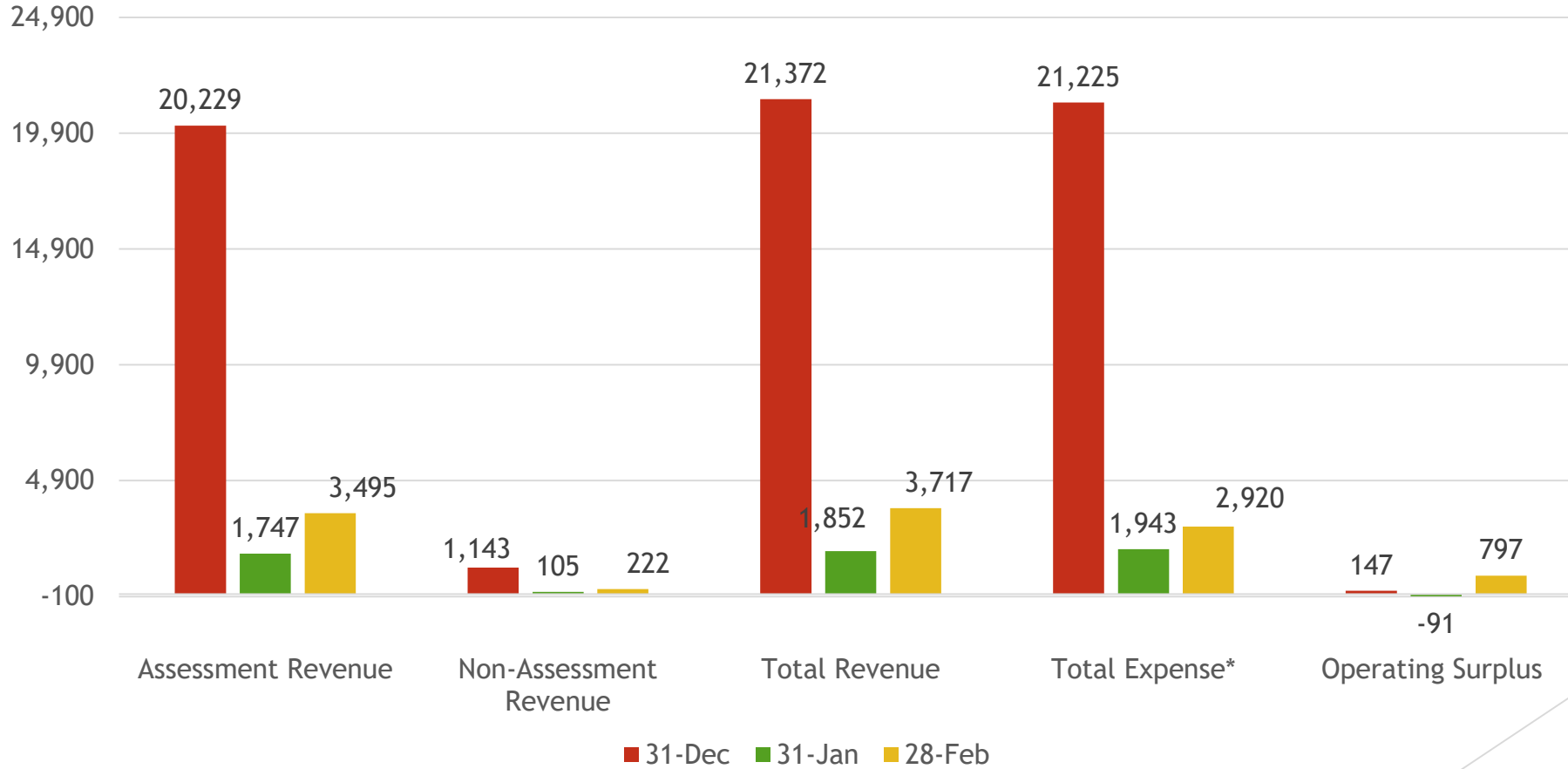
Income Statement

(In Thousands)



Income Statement - Operating Fund Only

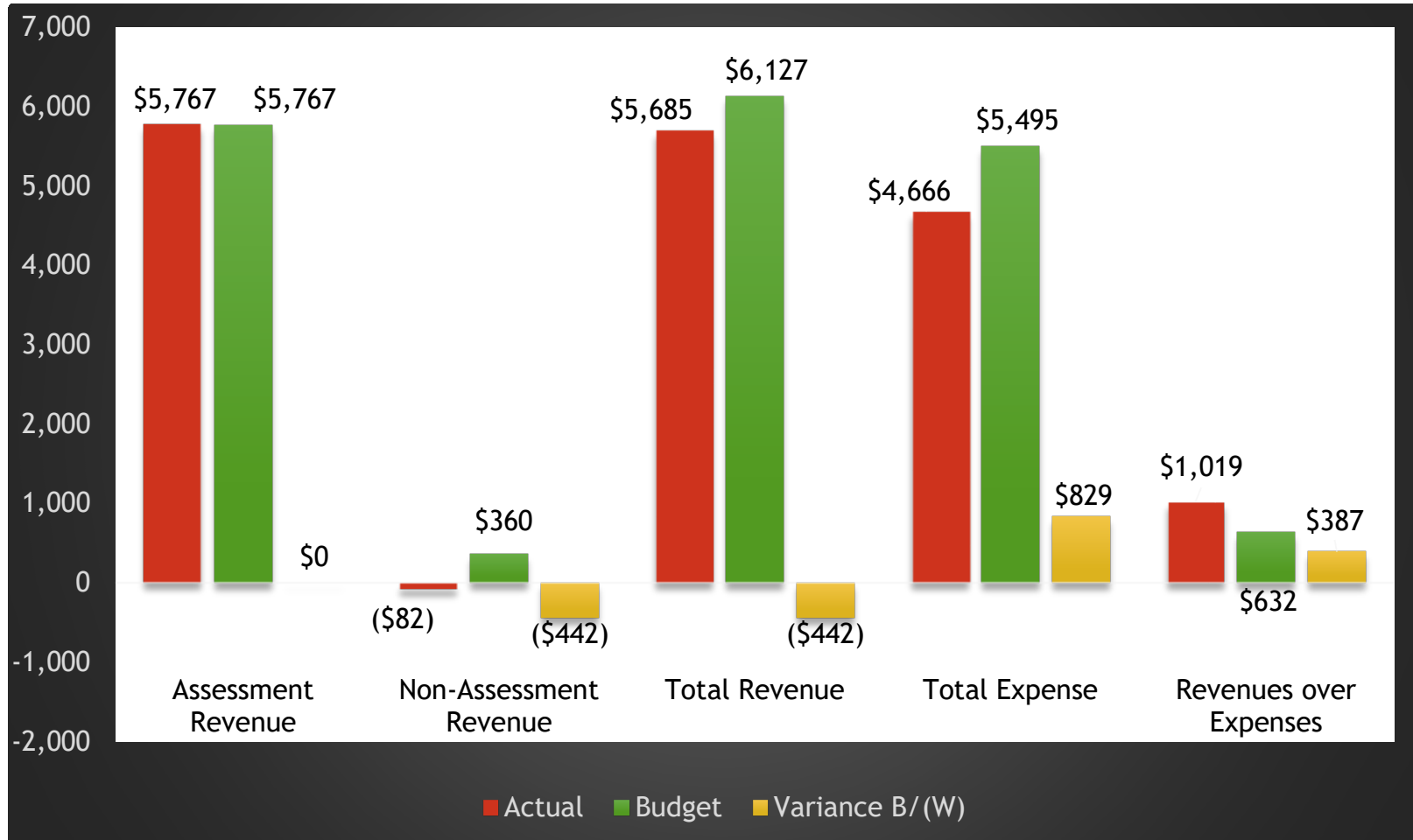
(In Thousands)



*Excludes Depreciation

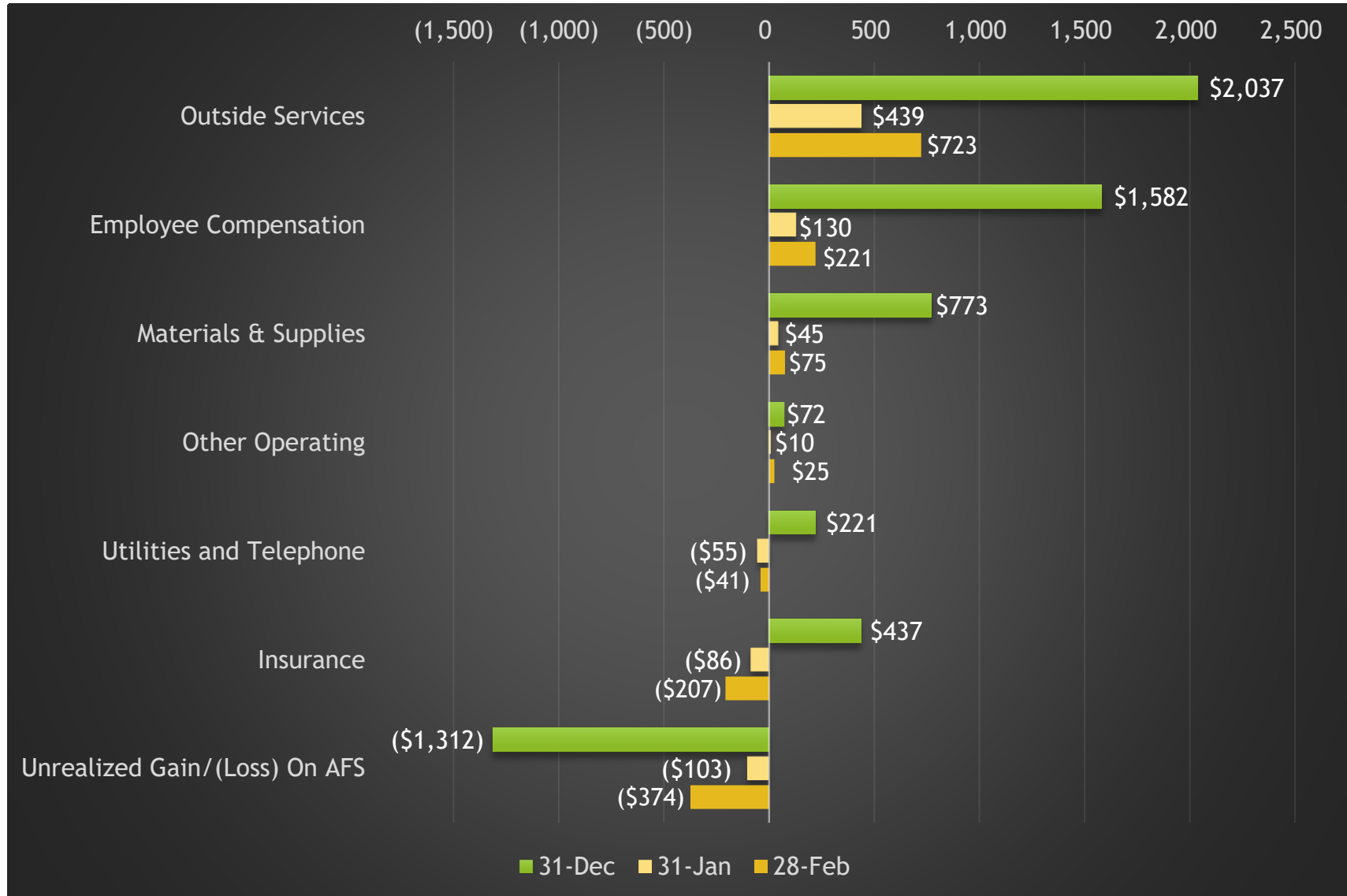
Income Statement - Actual v. Budget

(YTD 2/28/2021, In Thousands)



Selected Variances

(In Thousands)



Total Non-Assessment Revenue

January 31st

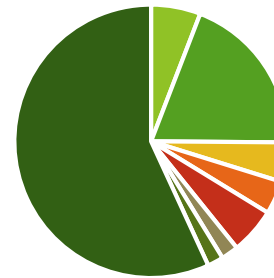
\$31,622



- Investment Income - 40%
- Fees & Charges to Residents - 183%
- Lease Processing Fee - 39%
- Resale Processing Fee - 64%
- Miscellaneous Revenue - 29%
- Golf Cart Electric Fee - 18%
- Unrealized Gain/(Loss) On AFS - (272%)

February 28th

(\$81,870)



- Investment Income - (43%)
- Fees & Charges to Residents - (140%)
- Lease Processing Fee - (34%)
- Laundry - (29%)
- Resale Processing Fee - (40%)
- Miscellaneous Revenue - (15%)
- Golf Cart Electric Fee - (14%)
- Unrealized Gain/(Loss) On AFS - 414%

Total Non-Assessment Revenue excluding Unrealized Loss on AFS Investments

January 31st

\$117,532



- Investment Income - 11%
- Fees & Charges to Residents - 49%
- Lease Processing Fee - 10%
- Resale Processing Fee - 17%
- Miscellaneous Revenue - 8%
- Golf Cart Electric Fee - 5%

February 28th

\$257,050

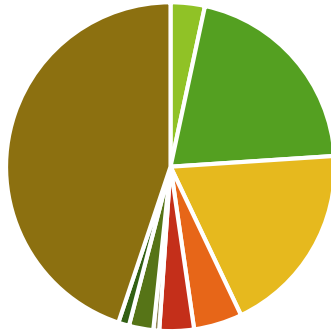


- Investment Income - 14%
- Fees & Charges to Residents - 45%
- Lease Processing Fee - 11%
- Laundry - 9%
- Resale Processing Fee - 13%
- Miscellaneous Revenue - 5%
- Golf Cart Electric Fee - 3%

Total Expenses

January 31st

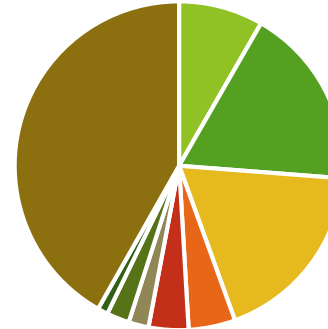
\$2,268,644



- Outside Services - 3%
- Utilities & Telephone - 21%
- Insurance - 19%
- Net Allocations to Mutuals - 5%
- Materials & Supplies - 3%
- Other - 1%
- Legal Fees - 2%
- Repairs & Maintenance - 1%
- Employee Comp. & Related - 45%

February 28th

\$4,666,165



- Outside Services - 8%
- Utilities & Telephone - 18%
- Insurance - 18%
- Net Allocations to Mutuals - 5%
- Materials & Supplies - 4%
- Other - 2%
- Legal Fees - 2%
- Repairs & Maintenance - 1%
- Employee Comp. & Related - 42%

Non-Operating Fund Balances

(In Thousands)

Non-Operating Fund Balances	Replacement Funds*	Disaster Fund	Unappropriated Expenditures Fund	Garden Villa Fund	Total
Beginning Balances: 1/1/21	\$17,681	\$6,981	\$4,326	\$90	\$29,078
Contributions & Interest	1,683	214	58	13	1,968
Expenditures	824	895	1	4	1,724
Current Balances: 2/28/21	\$18,540	\$6,300	\$4,383	\$99	\$29,322

* Includes Elevator and Laundry Funds

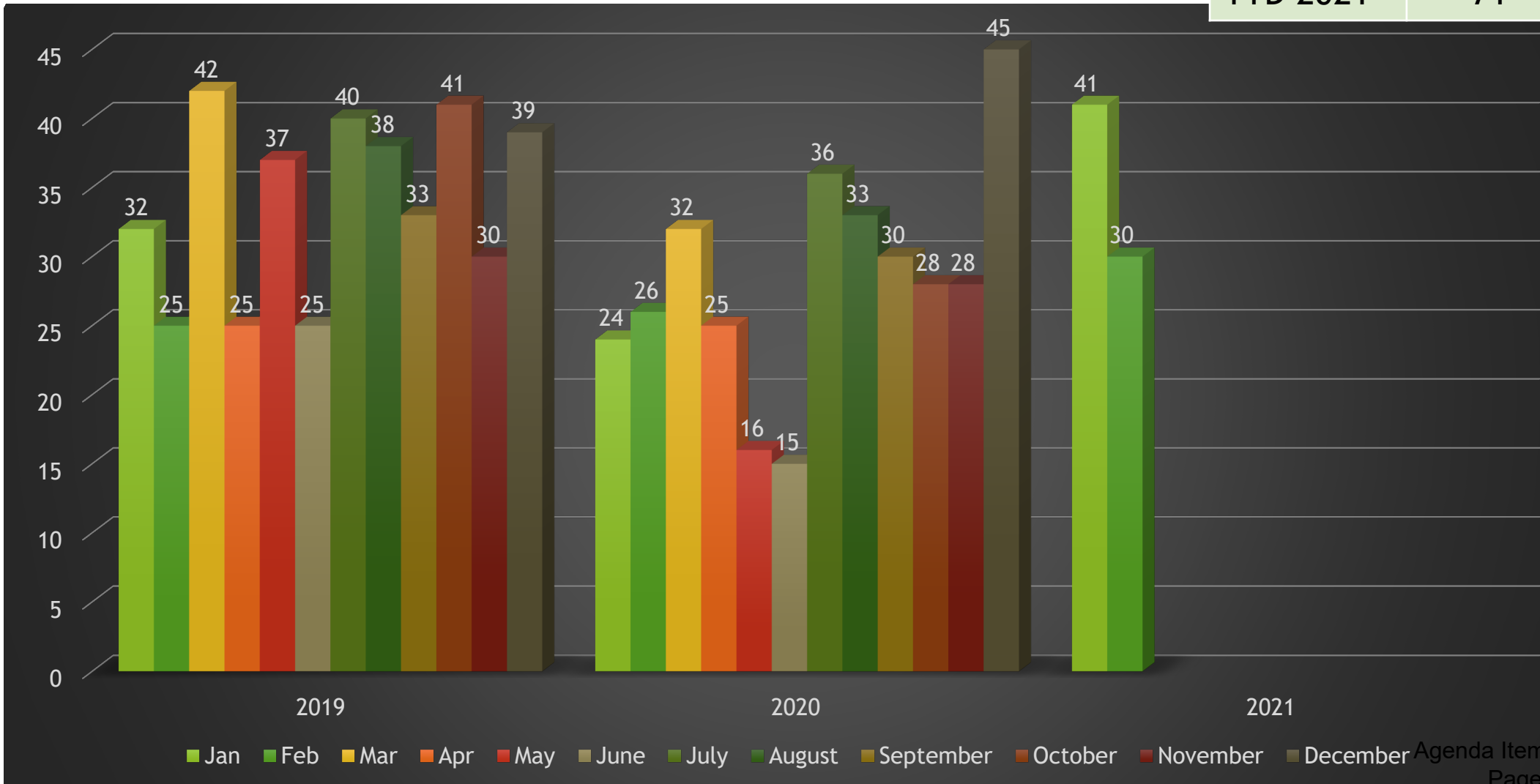
Fund Balances - February 28th



	No. of Resales	Av. Resale Price
YTD 2019	57	\$399,193
YTD 2020	50	\$442,467
YTD 2021	71	\$398,820

Resale History - Third Mutual

Preliminary as of February 28, 2021



Third Laguna Hills Mutual
Statement of Revenues & Expenses - Preliminary
2/28/2021
(\$ IN THOUSANDS)

	CURRENT MONTH			YEAR TO DATE			PRIOR YEAR ACTUAL	TOTAL BUDGET
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE		
Revenues:								
Assessments:								
1	Operating	\$1,747	\$1,747		\$3,495	\$3,495	\$3,371	\$20,968
2	Additions to restricted funds	1,136	1,136		2,272	2,272	2,156	13,632
3	Total assessments	<u>2,883</u>	<u>2,883</u>		<u>5,767</u>	<u>5,767</u>	<u>5,527</u>	<u>34,600</u>
Non-assessment revenues:								
4	Fees and charges for services to residents	57	55	2	115	111	(30)	674
5	Laundry	23	20	3	23	40	(17)	240
6	Investment income	22	33	(11)	35	67	(32)	402
7	Unrealized gain/(loss) on AFS investments	(253)	35	(289)	(339)	35	(374)	213
8	Miscellaneous	37	53	(17)	84	107	(23)	640
9	Total non-assessment revenue	<u>(113)</u>	<u>197</u>	<u>(311)</u>	<u>(82)</u>	<u>360</u>	<u>580</u>	<u>2,170</u>
10	Total revenue	<u>2,770</u>	<u>3,080</u>	<u>(311)</u>	<u>5,685</u>	<u>6,126</u>	<u>6,107</u>	<u>36,770</u>
Expenses:								
11	Employee compensation and related	959	1,050	90	1,977	2,198	2,130	13,340
12	Materials and supplies	108	138	30	185	260	194	1,526
13	Utilities and telephone	380	394	14	847	806	734	5,685
14	Legal fees	51	42	(9)	106	83	75	500
15	Professional fees		9	8		17	4	150
16	Equipment rental	7	1	(6)	10	3	4	18
17	Outside services	317	600	284	393	1,116	809	11,122
18	Repairs and maintenance	24	29	5	48	58	56	353
19	Other Operating Expense	7	23	15	12	38	21	192
20	Insurance	432	328	(104)	863	656	354	3,936
21	Investment expense	4		(4)	4		3	21
22	Uncollectible Accounts	(14)		14	(20)		(14)	75
23	Depreciation and amortization	11	22	11	22	22	23	135
24	Net allocation to mutuals	109	112	3	217	238	245	1,426
25	Total expenses	<u>2,398</u>	<u>2,748</u>	<u>350</u>	<u>4,666</u>	<u>5,495</u>	<u>4,638</u>	<u>38,479</u>
26	Excess of revenues over expenses	<u>\$372</u>	<u>\$333</u>	<u>\$40</u>	<u>\$1,019</u>	<u>\$632</u>	<u>\$1,469</u>	<u>(\$1,710)</u>



Statement of Revenues & Expenses - Preliminary
Variance Explanations as of February 28, 2021

SUMMARY

Third financial results were better than budget by \$387K as of February 28, 2021. Explanations for categories with significant variances are found below.

REVENUE

Unrealized gain/(loss) on AFS Investments – (\$374K) [Line 7](#)

Unfavorable variance due to adverse conditions for bond investments during the reporting period. A monthly entry is made to reflect investment market conditions, which fluctuate.

EXPENSES

Employee Compensation and Related – \$221K [Line 11](#)

Favorable variance resulted primarily in M&C departments and Landscape. Primarily impacted areas were in paint programs and carpentry services due to a reduction in staff required to fulfill 15 year paint cycle from a 10 year cycle. Damage restorations and manor alterations also had favorable variances due to job openings. In Landscape department, ground maintenance was also favorable due to outsourcing of 8 staff positions.

Materials and Supplies – \$75K [Line 12](#)

Favorable variance due to timing of expenditures, primarily in programs such as exterior paint program, grounds maintenance, and irrigation.

Utilities and Telephone – (\$41K) [Line 13](#)

Unfavorable variance due to increased water costs due to less seasonal rainfall, which was 31% lower than 3-year average.

Outside Services – \$723K [Line 17](#)

Favorable variance is due to:

- **Building Structures – \$289K**

Favorable variance resulted from timing of expenditures mainly in damage restoration programs. This reserve component for restoration of buildings resulting from rain leaks, plumbing stoppage, moisture intrusion events were partially moved from the Disaster Fund to the Replacement/Reserve Fund for 2021 budget year. Staff has not processed 2021 invoices yet as the focus is on processing 2020 accruals.

- **Roof Replacements – \$76K**

Favorable variance resulted from timing of invoices mainly in preventive roof maintenance. This program is intended to extend the serviceable life of existing built-up roofs by three to five years, for a total serviceable life of 18-20 years. Work



Statement of Revenues & Expenses - Preliminary
Variance Explanations as of February 28, 2021

commenced in February and completed in March within the approved budget. Invoices are expected in mid-April.

▪ **Moisture Intrusion – Plumbing Leaks – \$58K**

Favorable variance is due to timing of expenditures. This line item funds restoration (dry down, environmental testing, abatement & misc. repairs) of units due to plumbing stoppages from main lines, internal lines, toilets, sink/basins, and multifixture stoppages, that may cause damage to framing, walls, etc. and will need repairs.

▪ **Tree Maintenance – \$45K**

Favorable variance is due to timing of scheduled work. The service level is on a five-year rotating cycle based upon the specific trimming needs of each tree species.

▪ **Landscape Modification – \$40K**

Favorable variance is due to timing of invoices. Slope maintenance has traditionally been performed by Staff. In 2021, the Board decided to outsource slope maintenance due to the fact that many of the slopes within the Mutual exceed a 35 percent grade and are difficult and time consuming to navigate.

Insurance – (\$207K) [Line 20](#)

Unfavorable variance due to higher premiums for property and casualty insurance. Insurance premium increases were implemented after 2020 budget was finalized. Significant changes in market conditions, catastrophic losses including wildfires in California, and a non-renewal situation required a new layered program structure to achieve the existing limits in a tight market.



**FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION**

Tuesday, April 6, 2021 – 1:30 p.m.
Virtual Meeting

MEMBERS PRESENT: Robert Mutchnick – Chair, Steve Parsons, Annie McCary, Ralph Engdahl, Lynn Jarrett, Cush Bhada, John Frankel, Reza Karimi, Craig Wayne, Debbie Dotson, Donna Rane-Szostak, Advisor: John Hess

MEMBERS ABSENT: Advisor: Wei-Ming Tao

STAFF PRESENT: Betty Parker, Steve Hormuth, Jose Campos, Christopher Swanson,

Call to Order

Director Mutchnick, Treasurer, chaired the meeting and called it to order at 1:36 p.m.

Approval of Meeting Agenda

A motion was made and carried unanimously to approve the agenda with the following changes:

- Remove agenda item number 9

Approval of Meeting Report for March 2, 2021

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

Chair Remarks

None.

Member Comments

Chris Powers – commented on protecting the investment portfolio and capital preservation.

Karen Shore (3012-3G) commented on reserve study not being audited.

William Walsh (3162-C) commented on laundry coin revenue, water and electricity rates.

Department Head Update

Betty Parker, Chief Financial Officer, provided updates on the 2020 Audit, 2022 Budgets and Insurance.

Preliminary Financial Statements dated February 28, 2021

Steve Hormuth, Controller, presented the Preliminary Financial Statements dated February 28, 2021 and questions were addressed from the committee.

Investment Policy

Dan Quirk from SageView presented the investment portfolio as of December 31, 2021. The committee discussed the current investment policy with SageView. No action was taken.

Future Agenda Items

None.

Committee Member Comments

None.

Date of Next Meeting

Tuesday, May 4, 2021 at 1:30 p.m.

Recess to Closed Session

The meeting recessed at 2:46 p.m.

DRAFT

Robert Mutchnick, Chair

Monthly Resale Report

PREPARED BY

MUTUAL

REPORT PERIOD

Community Services Department

Third

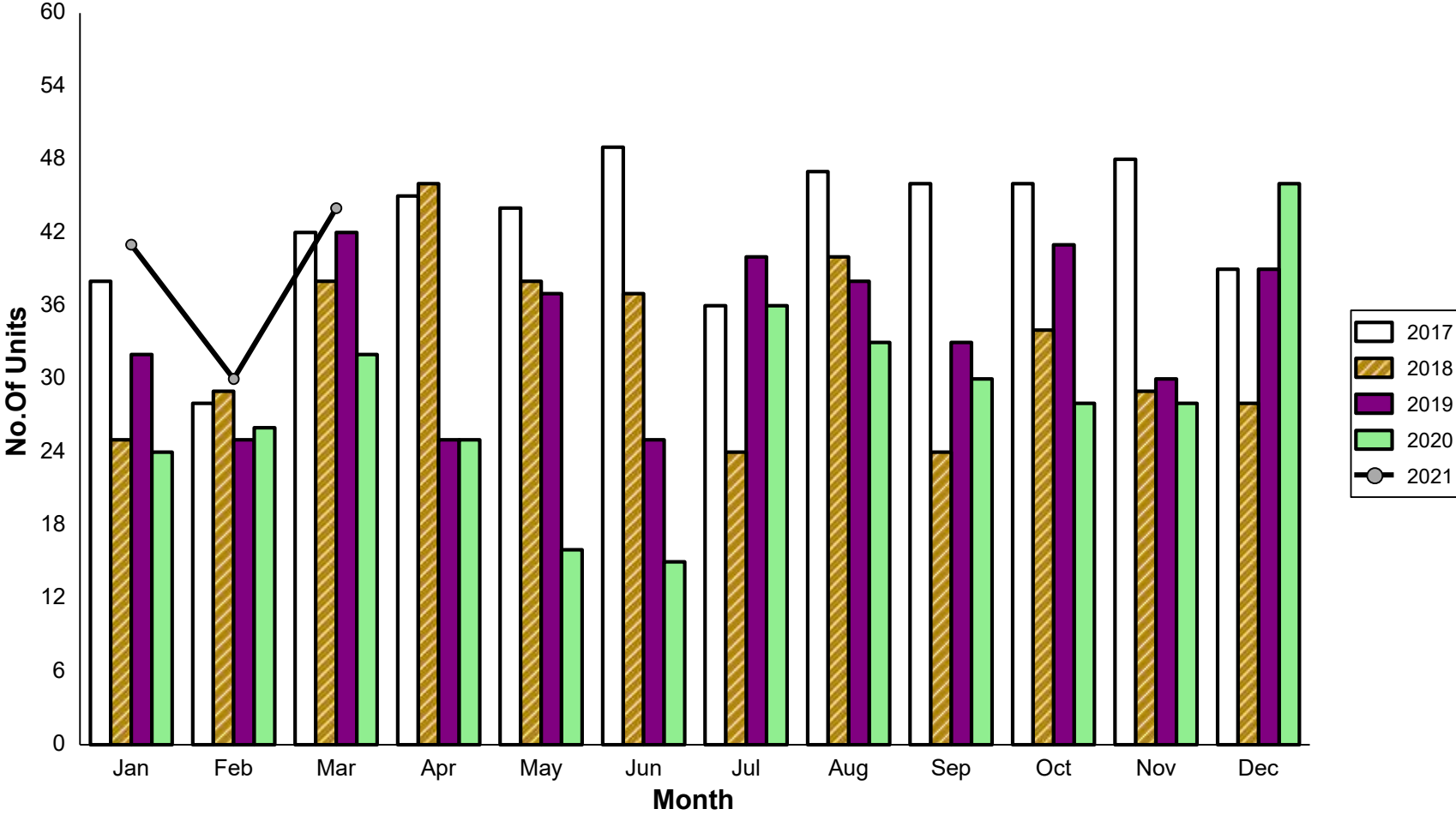
March, 2021

MONTH	NO. OF REALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	41	24	\$16,433,725	\$10,015,000	\$400,823	\$417,292
February	30	26	\$11,904,525	\$12,158,700	\$396,818	\$467,642
March	44	32	\$20,903,100	\$13,946,416	\$475,070	\$435,826
April		* 25		* \$10,830,833		* \$433,233
May		* 16		* \$5,604,000		* \$350,250
June		* 15		* \$5,881,500		* \$392,100
July		* 36		* \$15,240,248		* \$423,340
August		* 33		* \$14,612,928		* \$442,816
September		* 30		* \$14,314,100		* \$477,137
October		* 28		* \$10,707,400		* \$382,407
November		* 28		* \$11,057,300		* \$394,904
December		* 46		* \$18,548,901		* \$403,237
TOTAL	115.00	82.00	\$49,241,350	\$36,120,116		
MON AVG	38.00	27.00	\$16,413,783	\$12,040,039	\$424,237	\$440,253
% CHANGE - YTD	40.2%		36.3%		-3.6%	

% Change calculated (ThisYear - LastYear)/LastYear

* Amount is excluded from percent calculation

Resales - 5 Year Comparison



Monthly Resale Report

PREPARED BY

MUTUAL

REPORT PERIOD

Community Services Department

All Mutuals

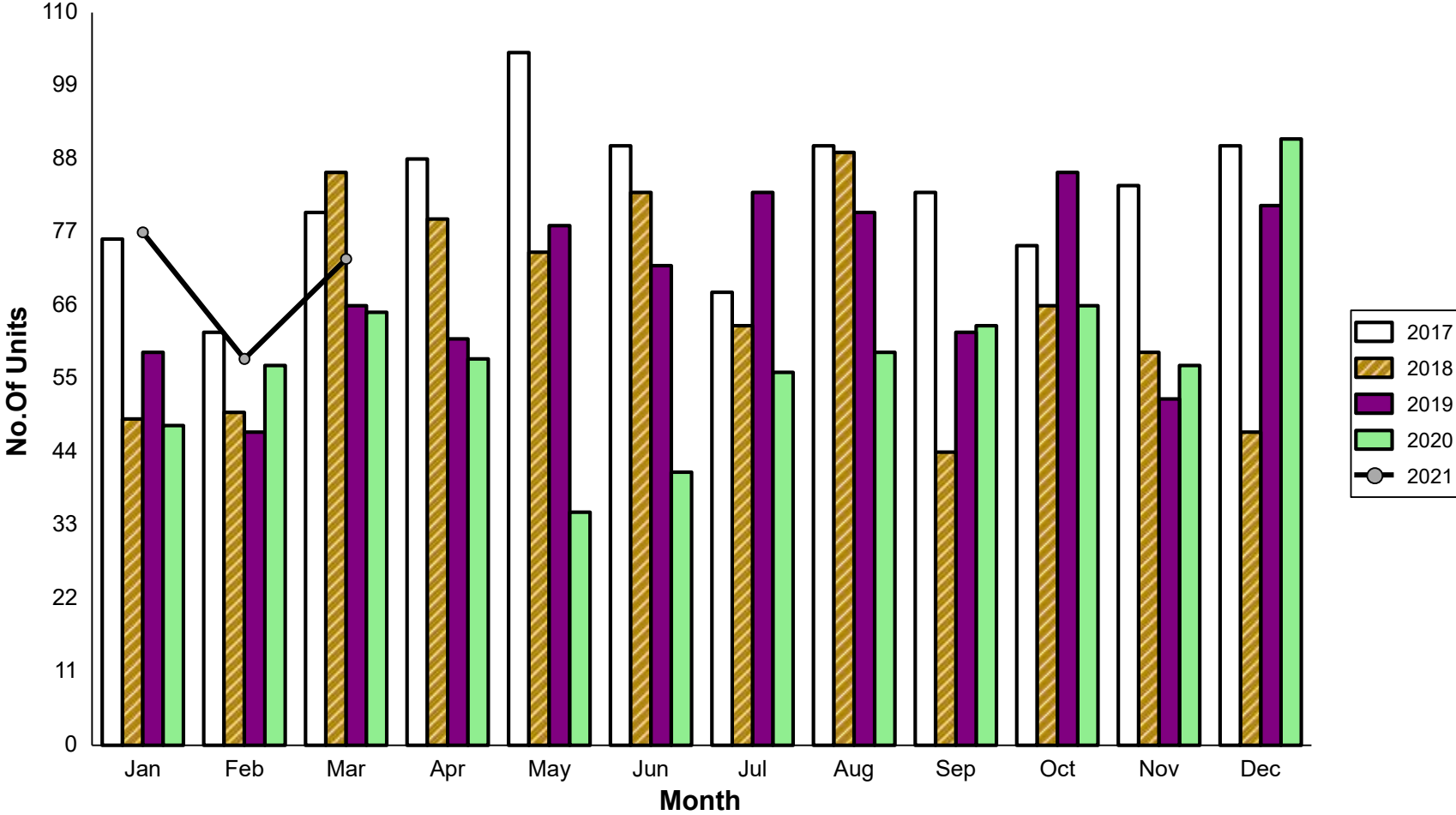
March, 2021

MONTH	NO. OF REALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	77	48	\$25,440,878	\$16,125,300	\$330,401	\$335,944
February	58	57	\$18,806,125	\$18,886,210	\$324,244	\$331,337
March	73	65	\$27,791,000	\$21,969,916	\$380,699	\$337,999
April		* 58		* \$18,200,321		* \$313,799
May		* 35		* \$10,277,500		* \$293,643
June		* 41		* \$12,315,399		* \$300,376
July		* 56		* \$20,514,748		* \$366,335
August		* 59		* \$21,522,228		* \$364,784
September		* 63		* \$22,132,600		* \$351,311
October		* 66		* \$20,962,800		* \$317,618
November		* 57		* \$17,923,188		* \$314,442
December		* 91		* \$29,495,361		* \$324,125
TOTAL	208.00	170.00	\$72,038,003	\$56,981,426		
MON AVG	69.00	56.00	\$24,012,668	\$18,993,809	\$345,114	\$335,093

* Amount is excluded from percent calculation

Year to-date totals now include Mutual Fifty.

Resales - 5 Year Comparison



Resales Report Third Laguna Hills Mutual March, 2021

Close	Manor	Mutual	Price	Model/Style	Listing Realtor	Buyer Realtor	Escrow
03/23/2021	962-C	3	\$495,000	Villa Nova	First Team Real Estate	First Team Real Estate	Generations Escrow
03/12/2021	2192-F	3	\$185,000	Coronado	Surterre Properties, Inc.	Surterre Properties, Inc.	Blue Pacific Escrow
03/08/2021	2205-H	3	\$265,000	Monterey	FSBO	FSBO	Generations Escrow
03/05/2021	2221-C	3	\$454,000	Valencia	Laguna Premier Realty, Inc	Century 21 Rainbow	Blue Pacific Escrow
03/24/2021	2244-P	3	\$230,000	Casa Contenta	Heflin Realty, Inc.	Laguna Woods Village Realty	Blue Pacific Escrow
03/23/2021	2284-A	3	\$375,000	Valencia	Douglas Elliman of California, Inc	OC Residential	Quality Escrow
03/26/2021	2305-D	3	\$499,500	Valencia	cavemenco.com	HomeSmart Evergreen	Granite Escrow
03/18/2021	2338-P	3	\$235,000	Casa Contenta	First Team Real Estate	Keller Williams Real Estate	Generations Escrow
03/17/2021	2370-3C	3	\$215,000	Garden Villa	Nationwide Real Estate	Coldwell Banker	Escrow Heights
03/03/2021	2380-F	3	\$390,000	La Jolla	Coldwell Banker	Re/Max Select One	Generations Escrow
03/24/2021	2389-2G	3	\$198,500	Garden Villa	FSBO	FSBO	Corner Escrow Inc.
03/01/2021	2398-3F	3	\$235,000	Villa Capri	Laguna Premier Realty, Inc	eXp Realty of California	Granite Escrow
03/24/2021	3037-C	3	\$435,000	Villa Nova	Keller Williams Real Estate	Samuel Douglas Real Estate Group	Corner Escrow Inc.
03/31/2021	3075-C	3	\$375,000	Ventura	Regency Real Estate	Century 21 Rainbow	Corner Escrow Inc.
03/09/2021	3096-B	3	\$480,000	Encanto	Realty One Group	Regency Real Estate	Blue Pacific Escrow
03/03/2021	3169-O	3	\$334,450	Casa Vista	Keller Williams Real Estate	Prea Realty	Corner Escrow Inc.
03/12/2021	3198-C	3	\$320,000	La Princesa	Edward and Company	Keller Williams Realty Irvine	Corner Escrow Inc.
03/19/2021	3255-C	3	\$524,000	Las Flores	eXp Realty of California	Keller Williams Real Estate	Glen Oaks Escrow
03/29/2021	3303-O	3	\$360,000	La Brisa	Laguna Woods Village Realty	Re/Max R.E. Specialists	Granite Escrow
03/03/2021	3310-O	3	\$360,000	Casa Vista	Coldwell Banker	Coldwell Banker Residential	Granite Escrow
03/31/2021	3354-B	3	\$360,000	Catalina	HomeSmart Evergreen	Laguna Premier Realty, Inc	Escrow Options Group
03/25/2021	3358-N	3	\$350,000	Catalina	Hill Realty Group	Team Spirit Realty, Inc.	Corner Escrow Inc.
03/11/2021	3365-3C	3	\$260,000	Sierra	Laguna Premier Realty, Inc	Century 21 Sunny Hills	Blue Pacific Escrow

Resales Report Third Laguna Hills Mutual March, 2021

Close	Manor	Mutual	Price	Model/Style	Listing Realtor	Buyer Realtor	Escrow
03/25/2021	3370-O	3	\$462,000	Catalina	HomeSmart Evergreen	Village Real Estate	Blue Pacific Escrow
03/03/2021	3486-1A	3	\$447,500	Sierra	Surterre Properties, Inc.	Surterre Properties, Inc.	Blue Pacific Escrow
03/05/2021	3499-3A	3	\$400,000	El Mirador	Village Real Estate	HomeSmart Evergreen	Corner Escrow Inc.
03/29/2021	4004-3A	3	\$510,000	Villa Nueva	Village Real Estate	Laguna Woods Village Realty	Granite Escrow
03/29/2021	4008-1A	3	\$307,000	El Mirador	Century 21 Rainbow	Keller Williams Real Estate	Granite Escrow
03/08/2021	4014-1B	3	\$395,000	Villa Nueva	Laguna Premier Realty, Inc	Regency Real Estate	Granite Escrow
03/25/2021	4019-P	3	\$550,000	Casa Milano	Jack Wallace	Century 21 Rainbow	Corner Escrow Inc.
03/31/2021	4025-1B	3	\$263,000	Villa Nueva	Village Real Estate	Realty One Group	Granite Escrow
03/24/2021	4026-2A	3	\$480,000	Villa Nueva	Berkshire Hathaway	BHHS California Properties	Generations Escrow
03/22/2021	5077	3	\$1,225,000	Villa Paraisa	Presidential Real Estate	First Team Real Estate	Generations Escrow
03/25/2021	5141	3	\$848,000	Villa Terraza	Royal Professionals	HomeSmart Evergreen	Generations Escrow
03/01/2021	5212	3	\$1,161,000	Villa Paraisa	Keller Williams Real Estate	Compass	Granite Escrow
03/05/2021	5320-B	3	\$785,000	El Doble	Compass	HomeSmart Evergreen	Granite Escrow
03/05/2021	5335-A	3	\$350,000	La Princesa	Laguna Premier Realty, Inc	Village Real Estate	Blue Pacific Escrow
03/26/2021	5360-C	3	\$284,000	La Brisa	First Team Real Estate	Century 21 Rainbow	Corner Escrow Inc.
03/17/2021	5368-1G	3	\$295,000	Aragon	Realty One Group West	Realty One Group West	Glen Oaks Escrow
03/03/2021	5390-C	3	\$750,000	Cabrillo	Realty Benefit	Uniti Realty	Granite Escrow
03/12/2021	5509-C	3	\$599,000	Casa Rosa	Century 21 Rainbow	Bennion Deville Homes	Corner Escrow Inc.
03/31/2021	5518-1D	3	\$416,150	El Mirador	Century 21 Rainbow	Alta Realty Group CA Inc	Corner Escrow Inc.
03/18/2021	5557-B	3	\$1,075,000	Casa Siena	Fiduciary Real Estate	HomeSmart Evergreen	McKeehan Escrow
03/01/2021	5590-B	3	\$1,365,000	Casa Siena	Laguna Premier Realty, Inc	Longwise Group	Blue Pacific Escrow

Number of Resales: 44

Total Resale Price: \$20,903,100

**Resales Report
Third Laguna Hills Mutual
March, 2021**

Close	Manor	Mutual	Price	Model/Style	Listing Realtor	Buyer Realtor	Escrow
<u>Average Resale Price:</u>			<u>\$475,070</u>				
<u>Median Resale Price:</u>			<u>\$392,500</u>				

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Monthly Resale Report Third Mutual

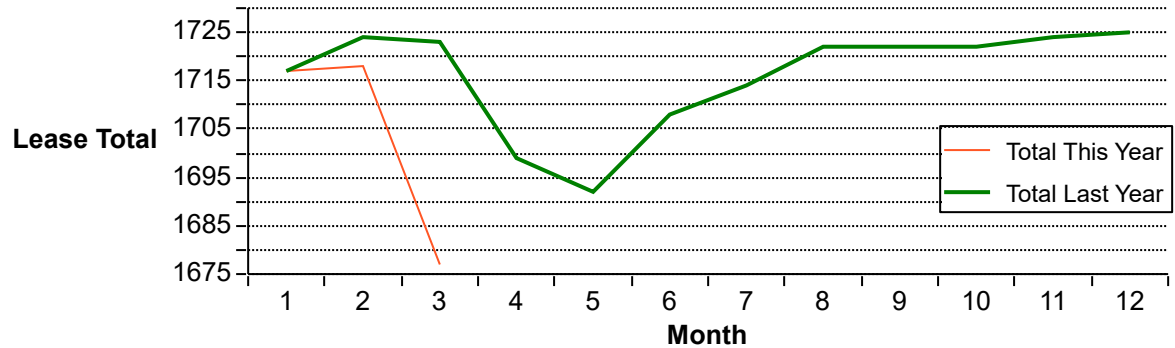
PREPARED BY
Community Services Department

Mar-21

Month	NUMBER OF RESALES				TOTAL SALES VOLUME IN \$\$				AVG RESALE PRICE			
	2021	2020	2019	2018	2021	2020	2019	2018	2021	2020	2019	2018
January	41	24	32	25	\$16,433,725	\$10,015,000	\$12,482,100	\$8,807,150	\$400,823	\$417,292	\$390,066	\$352,286
February	30	26	25	29	\$11,904,525	\$12,158,700	\$10,208,000	\$12,600,892	\$396,818	\$467,642	\$408,320	\$434,514
March	44	32	42	38	\$20,903,100	\$13,946,416	\$16,639,712	\$16,909,199	\$475,070	\$435,826	\$396,184	\$444,979
April	0	25	25	46	\$0	\$10,830,833	\$10,435,500	\$18,869,626	\$0	\$433,233	\$417,420	\$410,209
May	0	16	37	38	\$0	\$5,604,000	\$16,273,033	\$15,452,990	\$0	\$350,250	\$439,812	\$406,658
June	0	15	25	37	\$0	\$5,881,500	\$10,290,000	\$16,981,138	\$0	\$392,100	\$411,600	\$458,950
July	0	36	40	24	\$0	\$15,240,248	\$17,327,373	\$9,892,800	\$0	\$423,340	\$433,184	\$412,200
August	0	33	38	40	\$0	\$14,612,928	\$15,994,900	\$17,327,000	\$0	\$442,816	\$420,918	\$433,175
September	0	30	33	24	\$0	\$14,314,100	\$12,643,180	\$12,552,692	\$0	\$477,137	\$383,127	\$523,029
October	0	28	41	34	\$0	\$10,707,400	\$16,142,900	\$14,146,300	\$0	\$382,407	\$393,729	\$416,068
November	0	28	30	28	\$0	\$11,057,300	\$13,520,950	\$10,675,000	\$0	\$394,904	\$450,698	\$381,250
December	0	45	39	28	\$0	\$17,933,901	\$18,319,800	\$13,693,599	\$0	\$398,531	\$469,738	\$489,057
TOTAL	115	82	99	92	\$49,241,350	\$36,120,116	\$39,329,812	\$38,317,241				
MON AVG	38.3	27.3	33.0	30.7	\$16,413,783	\$12,040,039	\$13,109,937	\$12,772,414	\$424,237	\$440,253	\$398,190	\$410,593
% CHANGE-YTD	40.2%	-17.2%	7.6%	-14.8%	36.3%	-8.2%	2.6%	-3.2%	-3.6%	10.6%	-3.0%	12.3%

% Change calculated (This Year - Last Year)/Last Year
Percent calculation only includes YTD figures in black.

Monthly Active Leasing Report 2021 Period 3 (Mutual 3)



Year	Month	1 to 3 Month	4 to 6 Month	7 to 12 Month	12+ Month	Total This Year	Total Last Year	% Leased	% Leased Last Year	% Change	Total Renewals	Total Expirations
2021	January	15	10	328	1,364	1,717	1,717	28.1	28.1	0.0	63	35
2021	February	16	9	351	1,342	1,718	1,724	28.2	28.3	-0.1	80	69
2021	March	16	10	358	1,293	1,677	1,723	27.5	28.2	-0.7	114	92
2021	April						1,699					
2021	May						1,692					
2021	June						1,708					
2021	July						1,714					
2021	August						1,722					
2021	September						1,722					
2021	October						1,722					
2021	November						1,724					
2021	December						1,725					



OPEN MEETING

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

Monday, March 29, 2021 – 11:00 AM
Laguna Woods Village Community Center (Zoom)
24351 El Toro Road, Laguna Woods, CA 92637

REPORT

COMMITTEE MEMBERS PRESENT: Chair Steve Parson, Jon Frankel, Ralph Engdahl, Robert Mutchnick,
Reza Karimi

DIRECTORS PRESENT:

COMMITTEE MEMBERS ABSENT:

ADVISORS PRESENT: Mike Plean

STAFF PRESENT: Robbi Doncost, Lauryn Varnum, Gavin Fogg

1. Call to Order

Chair Parsons called the meeting to order at 11:00am.

2. Acknowledgement of Media

None present.

3. Approval of Agenda

Chair Parsons moved to accept the agenda, Director Karimi seconded.

4. Approval of Meeting Report for February 22, 2021

The committee approved the meeting report as presented.

5. Chair's Remarks

None.

6. Member Comments - (Items Not on the Agenda)

None.

7. Manor Alterations Division Update



Staff Officer Doncost updated the current status of the Manor Alterations staff, with the onboarding of multiple staff, including a new inspector. Mr. Doncost further explained the conveyor belt system of processing requests; the backlog of inquiries has been eliminated and that phone calls are now being answered in real time.

Director Frankel inquired which mutual generates more submissions and Mr. Doncost confirmed the inquiries were evenly distributed between the mutual.

Advisor Plean provided comments on the Contractor News Bulletin, suggesting verbiage be tailored to Manor Alteration's timing and business hours.

Consent:

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

Items for Discussion

8. Asbestos Rules & Regulations Meeting

Mr. Doncost confirmed that Jeff Parker has made progress in engaging with his contact at AQMD, and while Cal OSHA would not be able to coordinate a presence at the same meeting, but it may be possible to coordinate a separate meeting.

9. Contractor Newsletter

Advisor Plean inquired about enclosed patios within the exterior common area and its inspection methodology. Mr. Doncost confirmed in an exclusive-use common area, members may tailor the space to their needs however MA does not review until the Resale Inspection. Chair Parsons confirmed that residents can consult the landscape manual available to all members.

Contractor performance was discussed, Mr. Doncost discussed the criteria for temporary and permanent suspension. Chair Parsons inquired as to their access into the community during suspensions. Mr. Doncost agree to pursue avenues regarding access via security pending an individual contractor's suspension status and to connect with M&C Committee regarding this proposition.

Director Mutchnick inquired if contractors are required to sign any documentation agreeing to conform to Laguna Woods Village rules and regulations. Mr. Doncost and Staff Officer Fogg confirmed that contractors are mandated to sign Mutual Consents permit paperwork stating that they follow Laguna Woods Village rules and regulations.

10. Staff Hire Memo

Mr. Doncost summarized the Staff Report and recent policy changes enacted with MA, including the presence at the Resident Services counter.



Advisor Plean inquired as to the process for maintaining updates on the website. Mr. Doncost confirmed that staff existed to update the website, but complicated analytics and specified processes were beyond the scope of in-house staff and existing programs.

Advisor Plean questioned if the Staff Report referenced the full salary and benefits cost, and if other staff within the VMS can be utilized to fill gaps within the needs of MA. Mr. Doncost explained the challenges that exist with transitioning between departments.

Director Mutchnick read a statement provided by Advisor Butler, and followed up with concerns regarding staffing costs dependent upon the needs of post-Covid/malware conditions. Mr. Doncost confirmed that if Third or United Mutual rejects the Staff Report, staffing will be affected. Chair Parsons asked for clarification regarding budgeting source for staff, and Mr. Doncost confirmed staff was budgeted from VMS.

Director Mutchnick proposed altering the Classification system utilized based on comments from the Third M&C and details regarding partition wall modifications.

11. Permit SOP & Website Integration

Mr. Doncost summarized the initiation of the permit log, confirmed its current state is uploaded manually every two weeks, but hopes to transition to a fully automated system.

12. Permitless Proposal

Director Mutchnick confirmed the Third M&C Committee rejected the six-month moratorium on Variance Requests, and Chair Parsons questioned the process of City Permits v. Mutual Consents. Mr. Doncost summarized the process for Mutual Consents, Permitless Alterations, and confirmed that the City of Laguna Woods carries mandates for permits separate from Laguna Woods Village.

Director Mutchnick expressed concern with the approval and processes for solar tubes/solar panels. Mr. Doncost noted the concern and proposed further discussion.

Chair Parsons inquired as to a summary of the damage inflicted by the malware attack. Mr. Doncost and Mr. Fogg summarized the extent of the lost information, the loss of software systems, and corruption of documents, the repair and reinstating of which is very labor intensive and time consuming.

Items for Future Agendas:

- **Standard Details Update – Cost Estimates**

Chair Parsons inquired as the process of updating, and Mr. Doncost confirmed the overhaul of standard plans/details is a major undertaking that will require a large dedication of time.

Advisor Plean inquired when in-person meetings would occur; Chair Parsons confirmed this transition to in-person meetings would be set by Jeff Parker.



Advisor Plean inquired as to the generation of monthly permit charts that had previously been provided to the ACSC. Mr. Doncost and Mr. Fogg clarified that this report was generated using specific software and information that is currently unavailable (due to the malware). Chair Parsons reinforced the volume of data that was lost and the struggle of recovery.

Concluding Business:

13. Committee Member Comments:

None.

14. Date of Next Meeting – April 26, 2021

15. Adjournment at 12:43 PM

DRAFT

X

Steve Parsons, Chair

Robbi Doncost, Staff Officer

Telephone: (949) 268-2281



OPEN MEETING

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

Thursday, April 1, 2021 – 9:30 a.m.

VIRTUAL MEETING

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

REPORT

COMMITTEE MEMBERS PRESENT: Chair - Lynn Jarrett, Annie McCary, Reza Karimi, Ralph Engdahl, Donna Rane-Szostak

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT:

ADVISORS PRESENT:

STAFF PRESENT: Kurt Wiemann, Eve Morton

1. Call to Order

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

2. Acknowledgement of Media

No media was present.

3. Approval of the Agenda

Director Karimi made a motion to approve the agenda. The motion passed with a unanimous vote.

4. Approval of the March 4, 2021 Report

Director Rane-Szostak moved to approve the Report. The motion passed with a unanimous vote.

5. Committee Chair Remarks

Chair Jarrett stated that they are looking to perhaps increase the shrub bed maintenance cycles.

It's spring time and everything is growing fast. Thistles are tall.

Chair Jarrett asked residents to please go through Resident Services for any landscaping requests.

6. Department Head Update

Mr. Wiemann reported that everything is growing fast and asked that people be patient. The crews are a week ahead of schedule so are doing some mulch applications in Third. The Landscaping schedule is always on the website. Or you can call Resident Services to see when Landscaping is scheduled to be in your area next.

Staff started spraying the turf for weeds last week. There is an odor when it is applied but non-odor spray is very expensive. The turf spraying schedule is also on the website.

There are now 12 brand new mowers on order. They are much more efficient than the older ones.

A shade structure was completed at the Nursery. The second structure will soon be completed.

There was a pre-construction meeting for irrigation at the Nursery.

6a. Project Log

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

Director Karimi asked about the landscaping adjacent to curb/walls outside the gates. Mr. Wiemann reported that it is City property and he will ask them to clean it up.

Chair Jarrett stated that the Landscape Manual has a lot of valuable information in it for residents.

6b. Tree Work Status Report

Mr. Wiemann reviewed this report with the committee.

Consent:

None

Items for Discussion and Consideration

7. Tree Removal Request: 3422-E (Leung) – One Indian Laurel Fig tree

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

8. Tree Removal Request: 5509-C (Macke) – One Rusty Leaf Fig tree

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

9. Member Comments (Items Not on the Agenda)

One member thanked Kurt for helping with the slope. She thanked employees for their hard work. She is hoping there will be more money in the next budget so more can be done. Thank you.

One member said CDS361 contacted him to mention that the grass is very tall and asked that it be cut. Overall everything is looking good. Tree trimming is happening and that is great.

10. Response to Member Comments

Mr. Wiemann will speak to the Supervisor regarding CDS361.

Future Agenda Items

Concluding Business:

11. Committee Member Comments

Chair Jarrett stated that Mr. Wiemann is doing a wonderful job and things have been getting better. He has made a significant difference. He has budgeted well with the money he has to work with. Thank you. Thank you to the committee members.

12. Date of Next Meeting – Thursday, May 6, 2021 at 9:30 a.m.

13. Adjournment at 10:25 a.m.



Lynn Jarrett, Chair

Kurt Wiemann, Staff Officer

Eve Morton, Landscape Coordinator – 268-2565

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OPEN MEETING

REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION COMMUNITY ACTIVITIES COMMITTEE

Thursday, March 11, 2021 – 1:30 p.m.
Virtual Zoom Webinar

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

MEMBERS ABSENT: None

OTHERS PRESENT: Dick Rader

STAFF PRESENT: Brian Gruner, Jennifer Murphy, Jackie Kupfert

Call to Order

Chair Pearlstone called the meeting to order at 1:31 p.m.

Acknowledgement of Media

There was no press present.

Approval of Agenda

A motion was made to move item #11 to become #10a, and by consensus, the motion was approved.

Approval of Committee Report for February 11, 2021

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

Chair's Remarks

Chair Pearlstone welcomed everyone in attendance and encouraged all to voice concerns and/or opinions relative to community activities as set expectations are always to represent both sides of any issue. Today we are to focus only on the COVID-19 pandemic restrictions relative to the golf pre-reserved tee times. Chair Pearlstone stated he will present fee sharing research which is informative for the community.

Report of the Recreation and Special Events Director

Mr. Gruner stated staff continues to follow operational procedures while in purple tier with anticipation of moving to red tier by March 17 if numbers trend down. The Recreation

Department will modify activities as follows: opening hot pools, pickleball doubles without consent, two riders per golf cart, five golfers per round, add an additional Zumba class, and open the Equestrian riding program to boarders only. Please use caution as the virus is still able to be transmitted and/or contracted. Garden Center billing was mailed to current gardeners; tree trimming is ongoing as well as weeding; staff is working with IT with regards to assessment of the Garden Center 2 gate; Garden Center 2 speed bumps replacement is estimated at \$5000. The Performing Arts Center renovation has started with stage curtain safety (cleaning and fire-retardant reapplication) and interior house lighting.

Ms. Murphy stated the Equestrian Center improvements: 10 new shade trees have been planted near the turnouts; drought resistant plants have been planted; improved lighting including cafe lights installed in courtyards and solar lights to be installed in the large arena; stalls will be painted; the Landscape Department trimmed trees and cleaned the front of the arena and along the trail; new boarder services fees were approved; soft opening next week for riding program for those already onsite (boarders/helpers); new classes in the future. The Help the Herd fund has raised \$5865 with a goal of \$10,000 to help the GRF horses only (fly sheets, rubber stall mats, saddles, corrective saddle pads and protective boots have been purchased to date). Thank you to Ms. Cobarruviaz for ensuring the completion of these improvements. Ms. Murphy stated Pool 1 boiler is broken which will take approximately four weeks to repair. Pool 6 will be open beginning Wednesday and will remain open while Pool 1 boiler is being repaired. This decision was made in response to a survey of 410 swimmers stating that 79% of those responded would like Pool 6 open as an alternative. Due to Pool 6 being smaller staff will have to reduce the number of reservations allowed.

Mr. McCray stated a new cart fleet was installed in January. These new carts have lithium batteries which will be a cost savings and are lighter which will cause less damage on the greens. The online tee time system is to launch March 25 for April 1 tee times. Golfers will receive an informational email. Golf course maintenance is now being managed by an outside agency which is addressing the areas of concern. The golf course is much improved. The driving range project is being reviewed by the board for modifications. The allowance of in person check-in and expanded tee times will occur if Orange County remains in the red tier. Chair Pearlstone inquired as to written documentation of all these updates for golf. Mr. McCray stated an eblast will be sent to the community with another message sent when we are officially in the red tier.

Director Addington inquired as to the Garden Center 2 speed bumps removal costs. Chair Pearlstone suggested this be put on a future agenda with a staff report for complete discussion. Mr. Gruner stated the speed bumps are easy to remove. Costs would include the purchase a new style with additional cost for labor to install the new speed bumps.

Member Comments (Items Not on the Agenda)

Members were called to speak on the following: legality of equal opportunity to play golf; restriction of pre-reserved golf tee times; restoration of the greens and racquet committee for

all clubs to have a voice; the skins golf games are available to all; inquiry of an existing policy on disputes of those using same amenity; Aquadettes' formal request for pool time each week.

Chair Pearlstone inquired as to Aquadettes using the pool for slated time. Mr. Gruner stated staff makes decisions on disputes while trying to find a common ground and there is no policy in place at this time. He also stated the Aquadettes presented to the committee previously and with the current high demand of pool time we cannot make an exception for reserved pool time. Director Carpenter stated internal disputes may be addressed via compliance if cannot be resolved with the assistance of Recreation staff.

CONSENT

A motion was made, and by consensus, the consent calendar was approved.

REPORTS

Equestrian Center Arena Footing Improvement Project - Ms. Murphy presented the staff recommendation to reallocate reserve funds of \$50,000 from the approved 2020 Capital Reserve Expenditures Plan for Equestrian Turf Renovation to the proposed Equestrian Center Arena Footing Improvement Project to grade and re-surface the large equestrian riding and lesson arena and award a contract to Laser Grade of San Juan Capistrano in the amount of \$47,250.

Motion was made to approve staff recommendation to reallocate reserve funds of \$50,000 from the approved 2020 Capital Reserve Expenditures Plan for Equestrian Turf Renovation to the proposed Equestrian Center Arena Footing Improvement Project to grade and re-surface the large equestrian riding and lesson arena and award a contract to Laser Grade of San Juan Capistrano in the amount of \$47,250.

Discussion ensued.

Motion passed unanimously.

ITEMS FOR DISCUSSION AND CONSIDERATION

Laguna Woods Village Pre-reserved Golf Tee Times – This item was moved to item #10a per motion approved.

Mr. Gruner stated this is a temporary situation and staff is looking for alternative ways to open more tee times. Mr. McCray reported the background of how the decision was reached. Mr. McCray stated the issue of equity will need to be addressed as all tee times would be full. He also stated staff makes no decisions based upon what is difficult for staff as staff will manage appropriately.

A motion was made to support staff recommendation to suspend the pre-reserved golf tee times during COVID for all activities regarding requests from special groups.

Discussion ensued.

Motion passed 5-3 (abstentions).

An amended motion was made to support staff recommendation to suspend the pre-reserved golf tee times during COVID for all activities regarding requests from special groups EXCEPT where a prior resolution has been passed.

Discussion ensued.

Motion failed 2-4-1 (abstention).

An amended motion was made to support staff recommendation to suspend the pre-reserved golf tee times during COVID restrictions and for all activities regarding requests from special groups except where prior resolutions have been passed with the exception of the Tuesday skins game only.

Discussion ensued.

Motion failed 1-4-3 (abstentions).

A motion was made to support staff recommendation to suspend the pre-reserved golf tee times during COVID for all activities regarding requests from special groups except where a prior board approved group has been approved.

Discussion ensued.

Motion failed 2-4 (abstentions).

An amended motion was made to support staff recommendation to suspend the pre-reserved golf tee times during COVID for all activities regarding requests from special groups except the sanctioned golf clubs.

Discussion ensued.

Motion passed 6-2 (abstentions).

Staff was directed to complete a full study and make a recommendation on how this will best balance the community going forward after COVID restrictions then present to CAC for

review. Mr. Gruner stated staff will look for a long-term resolution for these pre-reserved tee times.

Tennis Court Resurfacing Project - Director Carpenter requested an update. Mr. Gruner stated at this time staff was directed to provide a staff report with all details to the April M&C meeting. Chair Pearlstone stated there is little extra cost to resurface. Director Carpenter stated some courts have cracks and inquired about resurfacing all at same time versus selected courts. She also inquired as to the impact to the schedule of completion. Mr. Gruner stated his recommendation is to have all courts addressed in the same manner to ensure same level of play and same safety standards.

Updated Outdoor Activity List – Mr. Gruner stated all activities are status quo until Orange County is at the red tier. Chair Pearlstone referred the committee members to the reopening safely guidelines within the agenda packet and stated more activities may be offered once restrictions are lifted.

Shared Fee/Financial Analysis Update - Chair Pearlstone stated this will be presented at the April 8, 2021 CAC meeting.

ITEMS FOR FUTURE AGENDAS

Removal of Garden Center 1 Office Building - Staff was directed to keep this item under Items for Future Agendas.

Long Range Plans for Outdoor Activities – Staff was directed to keep this item under Items for Future Agendas.

Garden Center 2 Access Gate – Staff was directed to keep this item under Items for Future Agendas.

Garden Center 2 Speed Bumps – Staff was directed to present a staff report for the next CAC meeting.

CONCLUDING BUSINESS

Committee Member Comments

Director Torng stated the pre-reserved times can be arranged once extra times are available and thanked Chair Pearlstone for his hard work today.

Advisor Boudreau stated he is amazed the entire pre-arranged golf tee times will be removed. Director Addington stated her abstention was sincere. She stated there are two sides to the issue.

Director Horton stated she may have misunderstood and inquired as to canceling everything. Chair Pearlstone stated he will keep this issue alive and remain interactive with staff. Programs will be reinstated once allowed.

Director Carpenter stated the decision for pre-arranged tee times will create more issues. Director Dotson stated she changed her votes to abstention due to inadequate explanation. Mr. Gruner recommended to leave the Tuesday and Wednesday games as is and only address the skins games.

Director Karimi inquired as to how large a problem will be created for the Recreation Department if amended motion passes. Mr. Gruner stated the amendment will be much more manageable than omitting all pre-arranged tee times.

Advisor Skillman inquired as to the number of men's golf clubs and women's golf clubs. Mr. Gruner stated there are four golf clubs. Tuesday is women's day and Wednesday is men's day.

The final vote states golf clubs will keep current tee times while the skins games will call or use online reservations until further notice.

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held at 1:30 p.m. via the Zoom Webinar platform on Thursday, April 8, 2021.

Adjournment

There being no further business, the Chair adjourned the meeting at 5:10 p.m.

Jon Pearlstone

Jon Pearlstone, Chair

REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
EQUESTRIAN AD HOC COMMITTEE

Thursday, March 4, 2021 – 1 p.m.
Virtual GoToMeeting

MEMBERS PRESENT: Bunny Carpenter, Chair, Yvonne Horton, Stefanie Brown,
Sue Hemberger, Annie McCary, Gary Empfield

MEMBERS ABSENT: Bunny Lipinski, Cush Bhada

OTHERS PRESENT: None

STAFF PRESENT: Jennifer Murphy, Laura Cobarruviaz, Jackie Kupfert

Call to Order

Chair Carpenter called the meeting to order at 1:00 p.m.

Motion made to amend agenda with addition of New Business agenda items, Memorial Plaque and New Services/Third Feeding Option and Old Business agenda item, Equestrian Newsletter.

Motion approved by general consent.

ITEMS FOR DISCUSSION AND CONSIDERATION

Help the Herd/Corporate Sponsorship

Ms. Hemberger reported \$5,185 raised to date with goal of \$10,000. Thirty donors have contributed including the Art Association club donation of \$2,000. Additional donors have come forth since Monday but those monies have not cleared yet. Publicity coverage has been ongoing including the following: GRF meeting with the check presentation; consistent exposure in Globe; Village TV announcement board; bulletin boards at the Equestrian Center highlighting donor recognition with another board coming soon; Lisa Hart interview with Ms. Cobarruviaz; VCF website updates; eblast in February; Mark Rabinowitch took formal portraits of horses; PR will continue in March. Ms. Cobarruviaz has been cleared to purchase items.

Equine Assisted Learning Program

Director Brown reported the program is proceeding nicely with risk management review. The three instructors would be independent contractors which includes the mental health provider, the equine associate and vetted horses. Contracts are being submitted for approval to become approved providers. Director Brown stated Ms. Audrey Grider will be overseeing this program with Director Brown collaborating. She recommends the provider certifications should be within program development.

Ms. Cobarruviaz stated she met with Ms. Grider to discuss use of the GRF horses. Ms. Grider was introduced to the horses with four to five horses deemed as potential therapy horses. She submitted

the certifications of the contractors for risk management review. Once approved, final documentation will be submitted.

Non-Resident Boarders Sponsored by Residents

Ms. Murphy reported non-residents are allowed to board under the name of a resident. Ms. Murphy stated this practice is neither allowed or disallowed per policy. She inquired as to priority given to residents or if a policy should be created. The concern will be when stalls are full which may create a wait list. Ms. Cobarruviaz stated we are at 20 boarders currently of which four are sponsored boarders. The total number of stalls for use are 26.

Director McCary stated it is always a good idea to have a policy in place. Director Horton agreed and stated this would ensure monies are collected promptly. Ms. Hemberger agreed residents have priority over sponsored boarders. Director Brown stated we currently have a sponsored boarder contract and residents should be prioritized.

Motion made to direct staff to develop a policy for non-resident boarders.

Motion passed by unanimous consent.

Action Item List Discussion

Rat Abatement

Ms. Cobarruviaz stated working with in-house pest control supervisor who is also in charge of the nursery. He has been accompanying his staff onsite but Ms. Cobarruviaz stated more can be done. She would like to add wire mesh to block rat entrances and add electric traps on pathways above. She will continue to urge staff to be more aggressive.

Chair Carpenter inquired as to necessary approval from upper management. Ms. Murphy stated upper management approval is necessary and working with staff has helped accomplish our goals.

Active Search for New School Horses (Lesson Program)

Ms. Cobarruviaz stated it has been difficult finding proper horses for our program. She will continue to search but our purchasing process presents expediency issues as most sellers prefer cash sale with no trial period which we require. Our current purchasing process may take up to one month.

Mr. Empfield inquired as to a resident being reimbursed for purchase of horse. Chair Carpenter inquired as to using a credit card. Ms. Cobarruviaz stated having a resident purchase would shorten the time required to purchase a horse. Ms. Murphy stated the resident would have to provide a W-9. Ms. Murphy has requested a cash advance for special events however no credit cards are issued to staff other than Home Depot.

Ms. Murphy will inquire with the Finance department on options for horse purchase.

Riding Clinics by Approved Trainers

Ms. Cobarruviaz stated she reviewed the current offerings and discovered our model is very challenging with what we have to run the program. She recommends openness to different ideas and revenue that would include utilizing outside trainers as is customary at other facilities. These trainers would host clinics that would pay a fee to the host stables.

Arena Regrading & Surfacing Project

Ms. Cobarruviaz stated three bids were received to repair/improve the arena footing for both arenas. Laser Grade is the staff recommended contractor. The recommendation is to use the funds from the turf replacement project for this arena project. This will be presented to CAC next week for recommendation for approval from GRF in April. Chair Carpenter stated this would be a supplement presented to CAC, then to Finance, then to GRF.

Motion was made to approve the recommendation to CAC to maintain the arena in the amount of \$50,000.

Motion passed by unanimous consent.

Potential Projects – Laura Cobarruviaz

Painting Stall Interiors

Ms. Cobarruviaz stated she painted one stall for modeling when potential boarders come to view the stables. She would like to proceed painting the rest of the stalls.

Mr. Empfield stated this interior improvement aids in the mental health of the horses and brings forth a pleasing aesthetic to the Equestrian Center. Staff believes this should be done for all stalls and not charge the boarders for this service. Director Horton was able to secure 20 gallons of paint from a local vendor. This painting would be done by staff for an additional cost savings. Mr. Empfield inquired as to washing the walls prior to painting, is staff able to complete this project and could Saddle Club volunteers assist. Ms. Cobarruviaz stated the stalls can be pressure washed prior to painting. Ms. Murphy stated staff is prepared to assist to complete this project and stated volunteers should not be utilized. Director Brown inquired as to interior/exterior paint to ensure no toxins are present. Director Horton stated the representative stated this paint is designed to outgas which extols the fumes quickly. Ms. Murphy stated link states it is exterior type paint. Ms. Cobarruviaz stated the paint is water based and she confirmed it is a non-toxic type.

Motion was made to have staff paint the stalls.

Motion passed by unanimous consent.

Removal of Old Mangers

Ms. Cobarruviaz stated the mangers are currently wood which inhibits bacteria and have gaps that rats are dwelling in. She is recommending the removal of the old mangers and replacing with galvanized metal ones. The cost is \$106 per manger if replaced with metal.

Director Horton agrees with this replacement. Ms. Murphy stated this may need to be done before we paint the stalls. Ms. Hemberger stated the mangers for the GRF horses may be purchased through the VCF Help the Herd fund. Mr. Empfield inquired as to removing the manger with no manger replaced. He stated this may not be necessary as in his experience wood has not presented a problem. Ms. Cobarruviaz stated the cost for the boarder stall mangers would be approximately \$2,800. She stated we received a check for \$1,000 from a resident that stopped by the Equestrian Center. If this check is not to go through the Help the Herd fund, it can be used toward the cost of the boarder's mangers. Ms. Hemberger stated Ms. Mogul from VCF will contact the resident who donated \$1,000 and would like to ensure these monies are applied properly.

Chair Carpenter will research the GRF donation form if monies are not requested for the Help the Herd fund.

Director Horton will research for discounted mangers.

Director Brown and Mr. Empfield stated they will pay for their replacement mangers.

Motion was made to replace the mangers in the stalls if funding can be procured.

Motion passed by unanimous consent.

NEW BUSINESS

Memorial Plaque

Ms. Cobarruviaz stated Mr. Empfield donated funds for a solar fountain water trough feature for the horses and would like to include a memorial plaque to honor his late wife. This memorial plaque would be affixed to a rock that would be placed on the ground in the center of the decorative plants.

Motion was made to allow this memorial plaque.

Motion passed by unanimous consent.

New Services/Third Feeding Option

Ms. Cobarruviaz stated new services will start with turnout services, lunging, hand walking and green feeding. She stated to incorporate the third feeding would require change in feed times, making lunch optional as it would be later in the day. She requested waiting a week to roll out feeding as one employee has submitted her resignation which reduces number of staff that may assist.

Director Brown inquired as to moving the feeding a bit later in increments to ease sensitive tummies into new feeding schedule. She also inquired as to early evening stall cleaning service if feasible. Ms. Cobarruviaz stated she will be administering the late feeding and may be able to assist with stall cleaning.

Staff will research all possibilities but will need to reassess after one month of new services roll out.

OLD BUSINESS

Equestrian Newsletter

Ms. Hemberger inquired as to the bi-monthly Equestrian newsletter available for six issues, not six months and if this can continue for another six months online due to closure of clubhouses. Ms. Murphy stated Marketing and PR confirmed three additional newsletters will be eblasted to the community. Ms. Hemberger inquired as to outside sponsorship which is coordinated by Ms. Kupfert. Ms. Kupfert stated outside vendors are not allowed on property currently, but staff will proceed with sponsorships once sponsors are allowed on property.

FUTURE BUSINESS

Future Services at Equestrian Center

Ms. Cobarruviaz stated above under new services.

Riding Program Review

Ms. Cobarruviaz stated the soft opening will occur next week to those currently onsite which will allow horsed to be exercised in preparation for more lessons. She stated the current health of all but two GRF horses presents issues for steady use within the programs. Her recommendation is to extensively review the current riding program for modifications and would like to add this to the next meeting agenda.

CONCLUDING BUSINESS

Member Comments

None.

Next meeting

The date of the next meeting will be May 6, 2021 at 1 p.m. via the Zoom Webinar platform.

Adjournment

Chair Carpenter adjourned the meeting at 2:59 p.m.



Bunny Carpenter, Chair

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OPEN MEETING

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

**Monday, November 30, 2020 – 1:30 P.M.
VIRTUAL MEETING
Laguna Woods Village Community Center
24351 El Toro Road**

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

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT: Bunny Carpenter

ADVISORS PRESENT: None

STAFF PRESENT: Kurt Wiemann, Eve Morton

REPORT

1. Call to Order

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

2. Acknowledgement of Media

No press was present.

3. Approval of the Agenda

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

4. Approval of Meeting Report of November 30, 2020

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

5. Committee Chair Remarks

Chair Horton stated that she has been getting positive feedback on the creek and to keep up the good work. Thank you for the trees at the Equestrian Center.

6. Department Head Update

- Annuals at Gates
- Equestrian Center

There was an adjournment of the meeting from 1:45 to 2:00 p.m. as Mr. Wiemann encountered technical problems and could not re-join the meeting.

The meeting re-started at 2 p.m.

Mr. Wiemann reported: "We started annuals at the gates last fall. We will start it again in April at the gates which have room for annuals. We have been spending a lot of time at the gates, been putting down mulch and fertilizing there.

At the Equestrian Center, we planted nine trees and assorted shrubs. We have also been doing irrigation repairs out there.

In our Capital Plan this year, we have funds for new irrigation for the nursery. The contract is out for signatures. Will save a lot of man hours not having to hand water everything.

We have purchased a shade structure for use at the Nursery.

Power and communications will be put in at the Nursery. Now, things are all done by hand over there. This will approve efficiencies. In time, crews will be able to place orders from the field."

Consent:

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

None.

Reports

7. Update on the Creek

Mr. Wiemann reported that the creek is a natural habitat that must be preserved. A bone of contention for the residents is the cattails. We have been trying to find ways to open up the Creek more. We have found a way to accomplish some of the cattail clearing. We will go in with a biologist in advance to identify any nests and mark them. Then, we will clear 100 yards of cattails, leave 100 yards, and so on. The biologist will make sure we don't disturb nesting birds.

Sally Sunderhaus(580-O) *"I thank all of you for your willingness to serve on the committee. I ask today's minutes include the comments I made during the November meeting as they still apply. The comments Mr. Wiemann just made about reducing the cat tails twice a year will be a big help.*

In his Aliso Creek Update of today, Mr. Wiemann does not address what we would hope would be a third objective of his department – namely, restoring the area around the bridge to its prior state. It is an unsightly mess. How much longer must we wait until this area becomes a priority and our property values finally restored? Pilfering

our view is no different than taking a bedroom or garage from an owner without providing restitution.

I realize many areas of the creek are lovely and enjoyed by residents. But, for those of us opposite the bridge, we have no such enjoyment. Every day we look upon the corruption of our view.

I realize the current landscape department inherited a mess from the prior one. But, perhaps Mr. Wiemann would like to alter today's update and correct the latest issue of the Village Breeze to disclose that the need for and cost of continued monitoring is a result of the lack of compliance by the prior and current landscape departments. Otherwise, we might all think it is just about "several government agencies" and their rules.

In spite of Mr. Wiemann's denials at the November 2020 landscape meeting, there are actions that can be taken, which he discussed at previous meetings, including buying credits to permit moving the willows. While the willows may be required, their location could have been one that did not interfere with owner's views.

Finally, when the bridge was constructed, when a storm was predicted, the railings were removed and do not cross signs erected. This year the railings are not to be found, and instead, crime scene tape is crisscrossed over the bridge and makeshift sandwich boards placed in the middle. The hundreds of walkers who cross the bridge daily, just push these things aside and continued crossing. Eve Morton (who is always prompt and thorough with her answers) said this was not the responsibility of landscape and directed me to security. However, thus far security is also unaware of any railings. I'm hopeful someone on this committee can direct me to the proper department."

Mr. Wiemann stated that buying credits would be millions of dollars.

He suggested that cattails are currently cleared once a year. We can trim them more often but there is a cost involved to pay for the biologist.

For the Willows; we are only allowed to trim out the bottom third. Tops need to be left for nesting birds.

Director Aremendarez made motion to approve the \$13K for the consulting fees to clear the cattails twice a year. Director Blackwell seconded. The committee was in unanimous support.

Items for Discussion and Consideration

8. Member Comments (Items Not on the Agenda)

None.

9. Response to Member Comments

None.

All Corporations' Landscape Cooperation

10. Performance Improvements: Mulching Mowers Versus Bagging Mowers

Mr. Wiemann stated that he brought this information to this committee so all the corporations can have an open discussion on where to go with landscaping over the next few years. We are starting to put together next year's budget. He will bring this topic to the respective committees next month to see whether each Mutual would want to spend this money or not for next year.

Discussion ensued.

11. Performance Improvements: Increase Service Levels to Five Cycles

Mr. Wiemann reviewed this informational report with the committee. This topic will also be discussed at April's United and Third Landscape committee meetings to determine if each Mutual would want to include the cost for this into next year's budget or not.

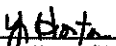
Concluding Business:

12. Committee Member Comments

None.

13. Date of Next Meeting – Wednesday, June 9 at 1:30 p.m.

14. Adjournment at 3:05 p.m.



Yvonne Horton (Mar 26, 2021 19:55 PDT)

Yvonne Horton, Chair

**REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN
FOUNDATION DISASTER PREPAREDNESS TASK FORCE**

TUESDAY, March 30, 2021, 9:30 AM

VIRTUAL MEETING

MEMBERS PRESENT: Sue Stephens, John Frankel, Annie McCary, Bruce Bonbright, Judith Troutman, Prakash Achrekar

OTHERS PRESENT: John Pilger, Juanita Skillman, Sharon Updike, Sandy Benson, Joan Grampp, Lori Gibson, Elsie Addington, and Donna Rane-Szostak

STAFF PRESENT: Tom Siviglia, Jayanna Hendley, Vanessa Ayala

THE MEETING WAS CALLED TO ORDER: Tom Siviglia called the meeting to order at 9:33 AM. A quorum was established.

ACKNOWLEDGEMENT OF THE PRESS: There was no media present.

APPROVAL OF THE MEETING REPORT: For January 26, 2021 was approved by Juanita Skillman and Prakash Achrekar.

APPROVAL OF AGENDA: The Agenda was approved by acclamation.

CHAIRS REMARKS: Tom Siviglia announced that Jennifer “JZ” Zion has left the company, and that she has been replaced by Jayanna “JJ” Hendley who is a previous employee of the Security Department. Mr. Siviglia also stated that the Good Neighbor Captain training on March 3rd went well. Additionally, Mr. Siviglia shared that Trevaughn Foster (Security Patrol Officer) received a commendation for assisting a resident and taking action, which prevented potential further harm.

MEMBER COMMENTS: No comments.

REPORTS:

RADIO & COMMUNICATIONS: Bruce Bonbright reported on the Radio Drill this morning at 8:30 AM. 13 of 14 Radios responded loud and clear. Mr. Bonbright also reported that he will be inquiring with the current radio vendor (S&S Communications) to confirm that they can install the clubhouse antennas.

OFFICE MANAGER/ADVISOR: Tom Soule was not present. Tom Siviglia reported that when the office is open, they look forward to selling supplies again.

RECRUITMENT/RETENTION/TRAINING: Judith Troutman reported she is passing her duties of this chair on to Juanita Skillman. Ms. Troutman commented that Carlos Rojas has been doing a great job. Ms. Troutman also reported that further training for the Good Neighbor Captains will be coordinated upon receiving an updated list of Good Neighbor Captains within the community. The committee members made comments and asked questions.

Village Energy Sub Committee: Bert Moldow was not present. Sue Stephens reported that they are working on obtaining two additional bids for micro-grid installation. Additionally, Ms. Stephens reported that one of the companies is also researching alternatives for the back-up generator at the Security building. The committee members made comments and asked questions.

GRF BOARD: No report

UNITED BOARD: No report

THIRD BOARD: Annie McCary did not have a report. John Frankel advised committee members to direct Third Mutual streetlight questions to himself.

TOWERS: No members present

PET EVACUATION SUBMIT COMMITTEE: Sharon Updike reported that Pet Forms are currently being updated, and that there will be an effort to recover forms submitted prior to November. Ms. Updike also reported that the storage trailer holding emergency supplies has an inventory of approximately 350 items that can be used to create a command post in the event of an emergency. The committee members made comments and asked questions.

DISCUSSIONS & CONSIDERATIONS:

RADIO ANTENNA AT THE TOWERS: Bruce Bonbright reported that the repeater will be ordered and installed upon receiving frequencies for the repeater. The Committee members made comments and asked questions.

ITEMS FOR FUTURE AGENDA: Tom Siviglia stated that all items for the next agenda should be forwarded to Jayanna “JJ” Hendley by May 1st, 2021.

Member Comments:

Juanita Skillman mentioned that phone numbers will be moving to 10 digits instead of 7 digits in April, and that she has contacted Chuck Holland to inform him of this change.

Annie McCary commented that she would like the Emergency Operations Plan to be updated with the current generator locations.

Prakash Achrekar commended Tom Siviglia for doing a great job while he is filling-in for Carlos Rojas.

Sharon Updike commented that it was an “excellent meeting.”

NEXT MEETING: The next meeting is scheduled for Tuesday, May 25, 2021, 9:30AM via Virtual Meeting

ADJOURNMENT: 10:47 am
Submitted By:

Tom Siviglia

Tom Siviglia (Mar 30, 2021 16:13 PDT)

Tom Siviglia March 30, 2021

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REPORT OF THE LAGUNA WOODS VILLAGE
TRAFFIC HEARINGS COMMITTEE

March 17, 2021

The Regular Meeting of the Laguna Woods Village Traffic Hearings Committee was held on Wednesday March 17, 2021 at 9:00 AM, Virtual

MEMBERS PRESENT: Chair: John Frankel, Yvonne Horton, Neda Ardani, Elsie Addington, Alfred Amado and Debbie Dotson

MEMBERS ABSENT: None

STAFF PRESENT: Jennifer Zion

Call to Order

John Frankel, Chair, called the meeting to order at 9:10 AM.

Traffic Hearings

None

Traffic Consent Calendar

Approved by Chair

Date of Next Meeting

The next meeting is scheduled for Wednesday April 21, 2021 , at 9:00 AM, Virtual

Adjournment

With no further business before the Committee, the meeting was adjourned at 9:20 AM.

john frankel

John Frankel, Chair

Signature: *john frankel*
john frankel (Mar 17, 2021 10:06 PDT)

Email: jfrankel@prodigy.net

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