



OPEN MEETING

REGULAR OPEN MEETING OF THE UNITED LAGUNA WOODS MUTUAL BOARD OF DIRECTORS A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

Tuesday, April 12, 2022- 9:30 a.m.

BOARD ROOM

Laguna Woods Village Community Center, 24351 El Toro Road,
Laguna Woods, California

NOTICE OF MEETING AND AGENDA

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

- 1. Call to Order / Establish Quorum – President Liberatore**
- 2. Pledge of Allegiance to the Flag – Director Lee**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of the Meeting Minutes**
 - a. March 24, 2022 – Agenda Prep Meeting
 - b. March 8, 2022 – Regular Open Session
- 6. Report of Chair**
- 7. VMS Board Update – Director Rupert**
- 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 to thirty minutes. A member may speak only once during the forum. Speakers may not give their time to other people, no audio or video recording by attendees, and no rude or threatening comments. Members can email meeting@vmsinc.org to have your message read during the Open Forum.*
- 9. Responses to Open Forum Speakers**
- 10. CEO 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 that 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 under Civil Code §5501, a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed the United Laguna Woods Mutual preliminary financials for the month of February 2022, such review is hereby ratified.
- b. **Recommendation from the Landscape Committee**
 - 1. Recommendation to Deny a Tree Removal Request and Approve a Shrub Removal Request: 916-A Avenida Majorca – One Fern Pine Tree and One Texas Privet Shrub
- c. **Laguna Hills Memorial Day Half Marathon, 10k and 5k**
- d. **Approve the Review of the United Sub-Leasing and Transfer of Trust Documents Approved in March 2022, and such review is hereby ratified.**

12. Unfinished Business

- a. **Update Committee Appointments**
- b. **Discuss and Consider Globe Subscription for United Board Members**
- c. **Recommendation to Approve the Request for a Supplemental Appropriation in the Amount of \$184,760 to Fund a Portion of the Proposed Canary Island Pine Tree Grove Reduction Project to Include Consultant Costs to Further Study the Project Before Moving Forward.**

13. New Business – None

14. Director Comments (Two minutes per director)

15. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Asgari. The Committee met on March 29, 2022; next meeting April 26, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Treasurer's Report
 - (2) United Finance Committee Report
 - (3) Resales/Leasing Reports
- b. Report of the Architectural Control and Standards Committee – President Liberatore. The Committee met on February 17, 2022; next meeting April 21, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- c. Report of Member Hearings Committee – Director Ardani. The Committee met on March 24, 2022; next meeting April 28, 2022, 9:00 a.m. in the Board Room and as a virtual meeting.
- d. Report of the Governing Documents Review Committee – Director Blackwell. The Committee met on February 17, 2022; next meeting April 21, 2022, 1:30

p.m. in the Board Room and as a virtual meeting.

- e. Report of the Landscape Committee – Director Casey. The Committee met on March 10, 2022; next meeting April 14, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- f. Report of the Maintenance & Construction Committee – Director English. The Committee met on March 30, 2022; next meeting April 27, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- g. Report of the United Resident Advisory Committee – Director Lee. The committee met on March 10, 2022; next meeting April 14, 2022, at 4:00 p.m. in the Board Room and as a virtual meeting.

16. GRF Committee Highlights

- h. Report of the GRF Finance Committee – Director Asgari. The Committee met on February 16, 2022; next meeting April 20, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- i. Report of the GRF Strategic Planning Committee— Director Torng. The Committee met on March 7, 2022; next meeting May 2, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- j. Report of the Community Activities Committee – Director Blackwell. The committee met on March 10, 2022; next meeting April 14, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Equestrian Center Ad Hoc Committee -- The Committee met on March 30, 2022; next meeting TBA.
- k. Report of the GRF Landscape Committee – Director Casey. The Committee met on March 9, 2021; next meeting June 8, 2022, at 1:30 p.m. as a virtual meeting.
- l. Report of the GRF Maintenance & Construction Committee – Director Achrekar. The Committee met on February 9, 2022; next meeting April 13, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Clubhouse (Facilities) Ad Hoc Committee – Director Casey. The Ad Hoc Committee met January 28, 2022; next meeting TBA.
- m. Report of the Media and Communication Committee – Director Ardani. The Committee met on March 21, 2022; next meeting April 18, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- n. Report of the Mobility and Vehicles Committee – Director Bastani. The Committee met on April 6, 2022; next meeting June 1, 2022, 1:30 p.m. in the Board Room and as a virtual meeting.

- o. Report of the Security and Community Access Committee – Director Bastani. The Committee met on February 28, 2022; next meeting April 25, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - p. Laguna Woods Village Traffic Hearings – Director Ardani. The Hearings were held on March 16, 2022; next hearings will be held April 20, 2022, at 9:00 a.m. as a virtual meeting.
 - q. Report of the Disaster Preparedness Task Force – Director Casey. The Task Force met on March 29, 2022; next meeting May 31, 2022, at 9:30 in the Board Room a.m. and as a virtual meeting.
 - r. Information Technology Advisory Committee – Director Casey. The Committee met on March 18, 2022; next meeting TBA.
- 17. Future Agenda Items** – *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting.*
- 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 NOTICE AND AGENDA

Approval of Agenda

Approval of the Following Meeting Minutes;

(a) March 8, 2022—Regular Closed Session

Discuss and Consider Member Disciplinary Matters

Discuss Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Legal and Litigation Matters

19. Adjourn



OPEN SESSION

**MINUTES OF THE AGENDA PREP MEETING OF THE BOARD OF DIRECTORS
OF UNITED LAGUNA WOODS MUTUAL,
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

Thursday, March 24, 2022, at 2:00 p.m.
24351 El Toro Road, Laguna Woods, California
WILLOW ROOM/VIRTUAL MEETING

The purpose of this meeting is to discuss items for the regular board meeting agenda

Directors Present: Anthony Liberatore, Andre Torng, Pat English, Maggie Blackwell, Pearl Lee, Diane Casey, Lenny Ross, Azar Asgari, Cash Achrekar, Neda Ardani

Directors Absent: Reza Bastani (excused)

Staff Present: CEO-Siobhan Foster, Michelle Estrada, Makayla Schwietert, Carlos Rojas, Catherine Laster

Others Present: None

1. Call Meeting to Order / Establish Quorum – President Liberatore

President Liberatore called the meeting to order at 2:00 p.m. and established that a quorum was present.

2. Approval of the Agenda

President Liberatore called for an approval of the agenda.

Director English made a motion to approve the agenda. Director Blackwell seconded the motion.

Hearing no changes or objections, the agenda was approved unanimously.

3. Discuss and Consider Items for the United Board Regular Meeting (open and closed sessions) on April 12, 2022

Director Blackwell made a motion to approve April 12, 2022 open and closed agendas. Director Ross seconded the motion.

Hearing no changes or objections, the April 12, 2022 open and closed agendas were approved unanimously.

4. Director Comments

□ President Liberatore reminded the directors to notify appropriate staff and committee members when they are unable to attend a meeting. Additionally, he commented on ongoing insurance discussion during board meetings.

5. Adjournment

President Liberatore adjourned the meeting at 2:39 p.m.

DocuSigned by:
Neda Ardani
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Neda Ardani, Secretary of the Board
United Mutual Laguna Woods



OPEN MEETING

MINUTES OF THE OPEN MEETING OF THE BOARD OF DIRECTORS OF UNITED LAGUNA WOODS MUTUAL A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

Tuesday, March 8, 2022- 9:30 a.m.

Open Session, Virtual Meeting 24351 El Toro Road, Laguna Woods, California

Directors Present: Anthony Liberatore, Pearl Lee, Pat English, Neda Ardani, Cash Achrekar, Azar Asgari, Diane Casey, Andre Torng, Maggie Blackwell, Lenny Ross, Reza Bastani, Andre Torng

Directors Absent: None

Staff Present: CEO Siobhan Foster, Michelle Estrada, Makayla Schwietert, Kurt Weinmann, Baltazar Mejia, Robbi Doncost

Others Present: GRF: Joan Milliman
VMS: Manny Robledo, Norman Kahn

1. Call Meeting to Order/Establish Quorum

President Liberatore called the meeting to order at 9:31 a.m. and acknowledged that a quorum was present.

2. Pledge of Allegiance to the Flag

Director English led the pledge of allegiance.

3. Acknowledge Media

The Village Television Camera Crew, by way of remote cameras, was acknowledged as present.

4. Approval of Agenda

President Liberatore asked if there were any changes to the agenda.

President Liberatore moved CEO Report to Agenda Item 8, and Open Forum as Agenda Item 9.

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President Liberatore called the motion to a vote and the motion passed 6-4. Director Torng was absent.

5. Approval of Minutes

a. January 27, 2022 – Agenda Prep Meeting

Hearing no objections, the January 27, 2022 – Agenda Prep Meeting Minutes were approved unanimously.

b. February 8, 2022 – Regular Open Session

Hearing no objections, the February 8, 2022 – Agenda Prep Meeting Minutes were approved unanimously.

6. Report of the Chair

President Liberatore stated the following:

- With Covid-19 cases and numbers improving, the April 12, 2022 United Board meeting may be held in person, depending on staff and state recommendation.

7. VMS Board Update – Director Robledo

Director Robledo provided a presentation on the following:

- Guiding Principle (Commitment to excellence, dedication to service).
- CEO Office Restructuring
- Financial Services Dept. Restructuring
- Key Performance Indicators
- Manor Alterations 2021 Telephone Calls
- Reinvigorating Customer Service

Director Robledo answered questions from the board.

Discussion ensued among the Directors.

Director Torng Entered the meeting at 9:54 a.m.

8. CEO Report

CEO Siobhan Foster provided a presentation on the following topics:

- Village Games will be held from April 11, 2022 – May 2, 2022. There will be activities such as archery, basketball, and tennis. Registration will be located at the community fitness center.
- The Health and Wellness Expo will be held on April 23, 2022, at 10 a.m. in Clubhouse 5 – There will be sponsored host booths, lectures, and much more.

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- Equestrian Center tours are available Wednesday-Thursday at 2:00 p.m., Friday-Sunday at 12:30 & 2:00 p.m. The tours are a great opportunity to visit horses, and to meet the new Registered American Miniature Horse, Sebastian.
- Reminder, transportation meeting March 18, 2022, at 10:00 a.m. in clubhouse 5. This will outline the proposal from Age Well Services, Inc. to potentially operate the village bus system. Discussion items will include financial impact, sale and maintenance of buses, and benefits to the community. Shuttle service will be available from Clubhouse 1 to Clubhouse 5, starting at 9:00 a.m.
- a. Canary Island Pine Tree Project – Kurt Wiemann, Landscaping Services Director Kurt Wiemann provided a presentation on the following topics:
 - Shared that all are welcome to attend the next Landscape Meeting on Thursday, March 10, 2022 in the Board Room.
 - Emphasized that the Canary Island Pine Tree Project is only being discussed, not yet proposed.
 - Stated that he has heard resident concerns, and will be meeting with an environmental group to see what the potential environmental effects could occur from the removal of such trees.

Kurt Wiemann answered questions from the board.

9. Open Forum (Three Minutes per Speaker)

At this time Members addressed the Board of Directors regarding items not on the agenda

The following members made comments:

- Multiple members commented on the proposal for the Canary Island Pine Tree Removal Project, and stated their disagreement and opposition towards such proposal.
- A member commented on the messiness of the Canary Island Pine Trees, and stated that they are in favor of the proposal, with the hopes of removing and replacing with non-insidious trees.
- A member commented on the Foundation of the Laguna Woods Village. Stating that they provide funding for meals on wheels, financial assistance, etc. For inquiry visit the foundation website at foundationoflagunawoodsvillage.org.
- A member commented on the great job that the Landscape Committee as done thus far, however, additionally expressed their opposition towards the Canary Island Pine Tree Removal project.
- Corporate Secretary, Michelle Estrada, read multiple emails from residents regarding the opposition towards the Canary Island Pine Tree Removal project.
- A member questioned the co-op communities pertaining to financing.
- A member commented on updating Item 12b to be reflect municipal code language.
- A member commented on security-safety concerns within the village.
- A member commented on what items are seen as a nuisance versus what items should not be seen as a nuisance.

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- A member questioned what happens after meetings with member comments.

10. Responses to Open Forum Speakers

- Director Liberatore thanked everyone for their attendance.
- Director Blackwell commented on the safety of having a recognition agreement.
- Director Casey commented on the recent Landscape Committee meeting.
- Director English commented that every agenda must be disclosed.
- Director Ross additionally thanked the members for bringing the Pine Tree project to the board's attention, and emphasized that they will do further studies and research before a decision is made.
- Director Lee commented that she can feel the enthusiasm from members within the community.

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 that 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 under Civil Code §5501, a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed the United Laguna Woods Mutual preliminary financials for the month of December 2021, such review is hereby ratified.
- b. Consistent with its statutory obligations under Civil Code §5501, a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed the United Laguna Woods Mutual preliminary financials for the month of January 2022, such review is hereby ratified.
- c. **Recommendation from the Finance Committee:**
(1) Approve a Resolution for Recording a Lien against Member ID #947-407-84

RESOLUTION 01-22-11

Recording of a Lien

WHEREAS, Member ID 947-407-84; is currently delinquent to United Laguna Woods 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 8, 2022, that the Board of

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Directors hereby approves the recording of a Lien for Member ID 947-407-84 and;

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

(2) Approve a Resolution for Recording a Lien against Member ID #947-365-16

RESOLUTION 01-22-12

Recording of a Lien

WHEREAS, Member ID 947-365-16; is currently delinquent to United Laguna Woods 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 8, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-365-16 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.

(3) Approve a Resolution for a Notice of Sale Member ID #947-380-59

RESOLUTION 01-22-13

Recording of a Lien

WHEREAS, Member ID 947-380-59; is currently delinquent to United Laguna Woods 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 8, 2022, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-380-59 and;

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

d. **Recommendation from the Landscape Committee**

(1) Recommend to Deny Landscape Revision Request: 880-B Via Mendoza

RESOLUTION 01-22-14

Deny Landscape Revision Request 880-B Via Mendoza

WHEREAS, on February 10, 2022, the Landscape Committee reviewed a landscape revision request from the Member at 880-B to install stepping stones/pavers in lieu of existing landscape to create an open area to place chairs to sit outside, and;

WHEREAS, the committee determined that the proposed alteration is essentially adding common area for personal use and violates United Mutual common area rules and policies, and thereby recommends denying the request for the landscape revision request located adjacent to 880-B Via Mendoza.

NOW THEREFORE BE IT RESOLVED, March 8, 2022, the Board of Directors denies the landscape revision request adjacent to 880-B;

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

e. **Recommendation from the Architectural Controls and Standards Committee**

(1) Recommendation to Approve Variance Request: 81-C Calle Aragon (Madrid,4) Room Addition on the Existing Exclusive Area Front Patio, Bathroom Addition, and Enclosed Atrium

RESOLUTION 01-22-15

Variance Request

WHEREAS, Ms. Colleen Hey of 81-C Calle Aragon, a Madrid style manor, requests Board approval of a variance for a room addition on the existing front patio, bathroom addition, and enclosed atrium, and,

WHEREAS, a Neighborhood Awareness Notice was sent to Members of affected units notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on February 17, 2022, and,

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WHEREAS, the Architectural Controls and Standards Committee reviewed the variance and moved a recommendation for approval to the Board, and,

NOW THEREFORE BE IT RESOLVED, on March 8, 2022, the Board of Directors hereby approves the request for the room addition on the existing front patio, bathroom addition, and enclosed atrium.;

RESOLVED FURTHER, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 81-C Calle Aragon and all future Mutual Members at 81-C Calle Aragon;

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.

- f. **Approve the Review of the United Sub-Leasing and Transfer of Trust Documents Approved in February 2022, and such review is hereby ratified.**

Director English made a motion to approve the consent calendar. Director Blackwell seconded.

Hearing no objections, the consent calendar was approved unanimously.

12. Unfinished Business

- a. **Recommendation from the Architectural Controls and Standards Committee**
(1) Recommend to Consider Variance Extension Request: 729-D Avenida Majorca

RESOLUTION 01-22-16

Appeal Request for Additional Time Extension Request at 729-D

WHEREAS, Mr. Bastani of 729-D Avenida Majorca, a Cordoba style manor, is requesting Board approval of a variance to provide an additional 180-day extension for existing expired Mutual Consents and Variance, and,

WHEREAS, the Mutual Consent for Demolition was released on February 5, 2020, the Variance was approved by the Board on April 14, 2020 and the Mutual Consent for Alteration was approved on June 16, 2020, and said Mutual Consents and Variance expired without construction commencing, and were granted 90-day extensions on August 21, 2020, and again on October 16, 2020, which have again expired on January 16, 2021 without construction commencing, and,

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WHEREAS, on October 14, 2021, an additional 180-day extension was approved by the Board extending the permit deadlines to April 12, 2022, and on January 20, 2022 the ACSC committee considered the request to grant an additional new extension, but the motion failed on a 1-1 vote and,

WHEREAS, per the Conditions of Approval Item 27 of Resolution 01-2020 for the Variance in question, the Mutual Consent for Alterations expires six months after the date of approval, unless an application is submitted with fees and approved by the Division for an extension, and only one extension for a maximum of an additional six months may be granted, and

WHEREAS, Staff authority to allow extensions is restricted by Resolution 01-02-159, where work shall be completed within 180 calendar days of the permit issuance date, and if not completed in that time, may be granted a one-time extension not to exceed 90 days, and the conclusion of work not completed within the extension period will be at the discretion of the Board,

NOW THEREFORE BE IT RESOLVED, on March 8, 2022, the Board of Directors hereby approves the appeal request to provide an additional 180-day extension for existing expired Mutual Consents and 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.

Baltazar Mejia and Robbi Doncost answered questions from the board.

Director Blackwell made a motion to approve the Resolution for the Additional Time Extension Request at 729-D for a 90-day extension. Director Casey seconded.

Director Asgari made an amendment to the motion to extend the request to 180-days. Director Ross seconded the motion.

Discussion ensued among the board.

Hearing no changes, the motion to extend the request to 180-days was called to a vote and passed 9-1-1. Director English Opposed, Director Achrekar Abstained, and Director Bastani Recused.

Hearing no changes, the motion to amend the original motion from a 90-day extension to a 180-day extension was called to a vote, and passed 9-1-1. Director English Opposed, Director Achrekar Abstained, and Director Bastani Recused.

- b. Discuss and Consider Amendment to Clutter Policy

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Director Blackwell made a motion to approve the amended Clutter Policy. Director Casey seconded the motion.

Discussion ensued among the board.

Hearing no changes, the motion to approve the amended Clutter Policy was called to a vote and failed 1-10.

13. New Business a. Discuss and Consider Appointments to GRF Insurance Ad Hoc Committee

RESOLUTION 90-22-10
Insurance Ad Hoc Committee

WHEREAS, the formation of an Insurance Ad Hoc Committee is being considered by the board of directors pursuant to Article 7, Section 7.1.2 and Section 7.5 of the bylaws of this corporation;

WHEREAS, the primary mission of the Insurance Ad Hoc Committee is to research and evaluate risk management alternatives for Laguna Woods Village; and

WHEREAS, the duties and responsibilities of the Insurance Ad Hoc Committee are to:

1. Take into consideration the current insurance pricing and unique requirements of GRF and each housing mutual, including but not limited to consolidating valuation assessments in an effort to lower overall costs while managing risk; and
2. Make recommendations for the entire community.

NOW THEREFORE BE IT RESOLVED, March 1, 2022 the Board of Directors of this Corporation hereby adopts the mission statement, duties and responsibilities of the Insurance Ad Hoc Committee; 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.

Discussion ensued among the board.

Director Blackwell made a motion to appoint two persons to attend the GRF Insurance Ad Hoc Committee. Director English seconded.

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The motion to appoint two persons to attend the GRF Insurance Ad Hoc Committee was approved unanimously.

President Liberatore made a motion to appoint Director Achrekar and President Liberatore to attend the GRF Insurance Ad Hoc Committee, with Director Casey as an alternate. Director Blackwell seconded.

Hearing no changes, the motion to appoint Director Achrekar and President Liberatore to attend the GRF Insurance Ad Hoc Committee, with Director Casey as an alternate was called to a vote and passed 11-0.

b. Discuss and Consider Composition of United M&C Committee (oral discussion)

Discussion ensued among the board.

Director Bastani stated that he will attend the M&C committee meeting.

c. Entertain a motion to approve the 2022 Annual Election Schedule and Approve a Resolution Appointing the Inspector of Elections

RESOLUTION 01-22-17
Approve Inspector of Election Services

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

WHEREAS, in accordance with Civil Code §5110, §5115, §5120, and §5125, the inspector of elections performs several tasks during an election, including but not limited to print and mail voter packages, inspect and tabulate ballots, and certify results;

NOW THEREFORE BE IT RESOLVED, March 8, 2022, that the Board of Directors of United Laguna Woods Mutual hereby approves singlesourcing a contract to UniLect Corporation to perform inspector of election services for the 2022 annual Meeting of the Members; and

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

Discussion ensued among the board.

Director Blackwell made a motion to approve the 2022 Election Schedule and Inspector of Elections. Director Achrekar seconded the motion.

Hearing no changes, the motion to approve the 2022 Election Schedule and Inspector of Elections was called to a vote, and passed 10-0, with Director English as absent.

14. Director Comments (Two minutes per director)

- Director Blackwell stated that she enjoyed the members who came to the meeting today.
- Director English commented on her standing position on the board.
- Director Ardani thanked the residents for their attendance.
- Director Asgari commented on the importance of communication between residents, directors, and staff.
- Director Torng agreed with Director Asgari's comment.

Recess – President Liberatore called for a recess at 1:25 p.m. The Open Session meeting reconvened at 1:35 p.m.

15. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Asgari. The Committee met on February 22, 2022; next meeting March 29, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.

- (1) Treasurer's Report
- (2) United Finance Committee Report
- (3) Resales/Leasing Reports

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- b. Report of the Architectural Control and Standards Committee – President Liberatore. The Committee met on February 17, 2022; next meeting March 17, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- c. Report of Member Hearings Committee – Director Ardani. The Committee met on February 24, 2022; next meeting March 24, 2022, 9:00 a.m. in the Board Room and as a virtual meeting.
- d. Report of the Governing Documents Review Committee – Director Blackwell. The Committee met on February 17, 2022; next meeting March 17, 2022, 1:30 p.m. in the Board Room and as a virtual meeting.
- e. Report of the Landscape Committee – Director Casey. The Committee met on February 10, 2022; next meeting March 10, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- f. Report of the Maintenance & Construction Committee – Director English. The Committee met on February 23, 2022; next meeting April 27, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- g. Report of the United Resident Advisory Committee – Director Lee. The committee met on January 13, 2022; next meeting March 10, 2022, at 4:00 p.m. in the Board Room and as a virtual meeting.

16. GRF Committee Highlights

- h. Report of the GRF Finance Committee – Director Asgari. The Committee met on February 16, 2022; next meeting April 20, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- i. Report of the GRF Strategic Planning Committee— Director Torng. The Committee met on March 7, 2022; next meeting May 2, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- j. Report of the Community Activities Committee – Director Blackwell. The committee met on January 13, 2022; next meeting March 10, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Equestrian Center Ad Hoc Committee -- The Committee met on January 26, 2022; next meeting March 30, 2022, at 1:00 p.m. in the Board Room and as a virtual meeting.
- k. Report of the GRF Landscape Committee – Director Casey. The Committee met on December 8, 2021; next meeting March 9, 2022, at 1:30 p.m. as a virtual meeting.

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- I. Report of the GRF Maintenance & Construction Committee – Director Achrekar. The Committee met on February 9, 2022; next meeting April 13, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Clubhouse (Facilities) Ad Hoc Committee – Director Casey. The Ad Hoc Committee met January 28, 2022; next meeting TBA.
- m. Report of the Media and Communication Committee – Director Ardani. The Committee met on February 22, 2022; next meeting March 21, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- n. Report of the Mobility and Vehicles Committee – Director Bastani. The Committee met on February 2, 2022; next meeting April 6, 2022, 1:30 p.m. in the Board Room and as a virtual meeting.
- o. Report of the Security and Community Access Committee – Director Bastani. The Committee met on February 28, 2022; next meeting April 25, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- p. Laguna Woods Village Traffic Hearings – Director Ardani. The Hearings were held on February 16, 2022; next hearings will be held March 16, 2022, at 9:00 a.m. as a virtual meeting.
- q. Report of the Disaster Preparedness Task Force – Director Casey. The Task Force met on January 25, 2022; next meeting March 29, 2022, at 9:30 in the Board Room a.m. and as a virtual meeting.
- r. Information Technology Advisory Committee – Director Casey. The Committee met on March 4, 2022; next meeting March 11, 2022, at 1:30 p.m.

17. Future Agenda Items

- Discuss Committee Reports
- Discuss the Addition of a United Insurance Ad Hoc Committee

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

The meeting recessed at 2:15 p.m. into the Closed Session.

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

During the January 11, 2022, Regular Closed Session, the Board:

Approval of Agenda

Approval of the Following Meeting Minutes;

(a) February 8, 2022 – Regular Closed Session

Discussed and Considered Litigation, Legal and Legislation Matters

Discussed Personnel Matters

Discussed Member and Board Disciplinary Matters

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19. Adjourn

The meeting was adjourned at 4:33 p.m.

DocuSigned by:

Neda Ardani

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Neda Ardani, Secretary of the Board
United Laguna Woods Mutual



RESOLUTION 01-22-XX

Deny Removal of One Fern Pine Tree and Approve Removal of One Texas Privet Shrub 916-A Avenida Majorca

WHEREAS, February 12, 2013, that the Board of Directors adopted Resolution 0113-17 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.
- 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 10, 2022, the Landscape Committee reviewed a request to remove one Fern Pine tree and one Texas Privet Shrub from the Member at 916-A, who cited the reasons as lack of sunlight and the harboring of rodents; and

WHEREAS, the committee determined that the tree does not meet the guidelines established in Resolution 01-13-17, and thereby recommends denying the request for the removal of one Fern Pine tree and approving the request to remove the one Texas Privet Shrub located at 916-A Avenida Majorca;

NOW THEREFORE BE IT RESOLVED, April 12, 2022, the Board of Directors denies the request for the removal of one Fern Pine tree and approves the request to remove one Texas Privet Shrub at 916-A; and

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

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STAFF REPORT

DATE: April 12, 2022
FOR: United Board of Directors
SUBJECT: Laguna Hills Memorial Day Half Marathon, 10K and 5K

RECOMMENDATION

Staff recommends that United Laguna Woods Mutual authorize the limited use of the Community streets for the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K event. Supporting resolution 90-22-13, approved by the Golden Rain Foundation Board at the April 5, 2022 open board meeting.

BACKGROUND

For the past 23 years, Laguna Woods Village has given permission for a portion of the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K event to pass through the Community. The race is a collaboration between Memorial Care Hospital, the City of Laguna Hills, the Golden Rain Foundation and Laguna Woods Village, who created the 5k event in 1994. The event is scheduled for May 30, 2022, and is expected to draw nearly 5,000 runners and spectators.

DISCUSSION

The City of Laguna Hills has once again requested that the Golden Rain Foundation allow a portion of the course to traverse through Laguna Woods Village (Attachment 1).

If approved by GRF and United Laguna Woods Mutual, the course would begin on Calle de La Louisa, and enter the Village by way of Gate 2, traverse around Via Estrada, to Calle Aragon, to Avenida Sevilla, to Avenida Majorca and back to Via Estrada and back out Gate 2 (Attachment 2).

Gates 2 and 4 would be closed from 5:45 to 8:30 a.m. The following Cul-de-sacs would be closed from 6:30 to 8:30 a.m.: 9, 10, 21, 22, 23, 24, 40, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60 and 61.

Signs would be placed along the course a week in advance of the event, advising residents that no driving would be allowed during the race and no parking would be allowed on the race course between 5:30 and 8:30 a.m. on race day. In addition, Staff would include the notice in the "What's Up in the Village" weekly blast on May 20 and 27; in the Globe; and send automatic phone calls to those households affected by the race closures.

FINANCIAL ANALYSIS

None.

Prepared By: Brian Gruner, Recreation and Special Events Director
Reviewed By: Catherine Laster, Services Manager

ATTACHMENT(S)

Attachment 1: Request Letter from the City of Laguna Hills

Attachment 2: Laguna Hills Half Marathon, 10K and 5K Course Map

Attachment 3: GRF Resolution - City of Laguna Hills Memorial Day Half Marathon, 10K and 5K Event



Brian Gruner
Director of Recreation
Laguna Woods Village
24351 El Toro Road
Laguna Woods, CA. 92637

Dear Mr. Gruner:

For the past twenty-three years, both avid runners and community members have enjoyed the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K, Honoring the USMC Dark Horse Battalion event over the Memorial Day weekend. The community event has been successful for many reasons, primarily due to the collaboration between the hospital, the City of Laguna Hills, and the Golden Rain Foundation and Laguna Woods Village, who created the 5k event in 1994. The event is scheduled for Monday May 30, 2022 and is once again expected to draw nearly 5,000 runners and spectators.

The City of Laguna Hills is again working with Spectrum Sports Management as the event management company. It is our hope that as in years past, the Golden Rain Foundation and Laguna Woods Village will allow the participants to run or walk through its beautiful community. The proposed course for the 5k is the same that was used for last year's event, and the half marathon and 10K will once again follow the 5k route for the first three miles of the race. The goal again is to minimize the impact on your residents by having participants enter and exit through Gate 2, which will allow complete access to Gate 3 for the duration of the event. Staff from Renegade Racing and community volunteers will be available to ensure that the road closures run smoothly.

The generosity of the Golden Rain Foundation and Laguna Woods Village has contributed to the event's success for eighteen years. Many of the participants consider the loop through the village to be the highlight of the course. A booth will be provided to Laguna Woods Village in the event expo, and you will be permitted to place an insert in the goodie bags that will be distributed to expo participants and runners. We look forward to celebrating the 24th year anniversary of the event, and to working with the Golden Rain Foundation and Laguna Woods Village staff.

Thank you for your consideration of the request. If you have any questions or concerns, please feel free to contact me at (949) 707-2686.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dan Meehan".

Dan Meehan, City of Laguna Hills

**Laguna Hills Half Marathon, 10K and 5K Course Map
(Laguna Woods Village)**





RESOLUTION 90-22-13

**City of Laguna Hills Memorial Day Half Marathon, 10K and 5K
Request to Use a Portion of Laguna Woods Village**

WHEREAS, the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K, is scheduled to take place on Monday, May 30 2022; and

WHEREAS, the City of Laguna Hills is requesting that the Golden Rain Foundation allow a portion of the course to traverse Laguna Woods Village, to enter in Gate 2, traverse around Via Estrada, to Calle Aragon, to Avenida Sevilla, to Avenida Majorca, back to Via Estrada and out Gate 2;

NOW THEREFORE BE IT RESOLVED, April 5, 2022, that the Board of Directors of this Corporation hereby authorizes the limited use of the Community streets inside Gate 2 on the morning of May 30, 2022, for the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K event; 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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Membership Trust Transfer Review Confirmation Checklist

By way of Resolution 01-20-52, the Board of Directors of United Laguna Woods Mutual has elected to delegate its authority to act upon and approve or deny membership trust transfer requests to an authorized agent. On a monthly basis, a subcommittee of the Board, consisting of United's secretary and at least one other director, shall randomly check select membership trust transfer applications for completeness and conformance with established rules and regulations.

The undersigned Board members affirm that they have reviewed select membership trust transfer applications for the period ending March 31, 2022.

- ☒ Staff report
- ☒ Financial qualifications met
- ☒ Attorney opinion letter
- ☒ Membership certificate; death certificate (if applicable)
- ☒ Credit report, FICO score
- ☒ Background check
- ☒ Emergency / CodeRed form
- ☒ Criminal record
- ☒ Age verification

I certify that a random and representative sampling of membership trust transfer applications was reviewed to the best of my ability. The applications confirm to established rules and regulations.

UNITED LAGUNA WOODS MUTUAL

Signature *Anthony M. Liberatore*
Print Name ANTHONY M. LIBERATORE
Title PRESIDENT UNITED MUTUAL
Date 4/06/2022

Sublease Review Confirmation Checklist

By way of Resolution 01-20-52, the Board of Directors of United Laguna Woods Mutual has elected to delegate its authority to act upon and approve or deny sublease applications to an authorized agent. On a monthly basis, a subcommittee of the Board, consisting of United's secretary and at least one other director, shall randomly check select applications for completeness and conformance with established rules and regulations.

The undersigned Board members affirm that they have reviewed select sublease applications for the period ending March 31, 2022.

- ☒ Shareholder date
- ☒ Sublease application
- ☒ Sublease agreement or addendum/extension
- ☒ Credit report, FICO score
- ☒ Background check
- ☒ Emergency/CodeRed form
- ☒ Criminal record
- ☒ Age verification

I certify that a random and representative sampling of sublease applications was reviewed to the best of my ability. The applications confirm to established rules and regulations.

UNITED LAGUNA WOODS MUTUAL

Signature *Anthony M. Liberatore*
Print Name ANTHONY M. LIBERATORE
Title PRESIDENT UNITED MUTUAL
Date 4/06/2022



Resolution 01-22-XX

United Laguna Woods Mutual Committee Appointments

RESOLVED, April 12, 2022, that the following persons are hereby appointed to serve the Corporation in the following capacities:

Architectural Control and Standards Committee

Anthony Liberatore (Chair)

Reza Bastani

Cash Achrekar

Non-Voting Advisors: Michael Mehrain, ~~Juanita Skillman~~

Finance Committee

Azar Asgari, ~~Chair~~

~~Pat English (Chair)~~

~~Lenny Ross~~

~~Pearl Lee~~

Advisor: Dick Rader

Governing Documents Review Committee

Maggie Blackwell (Chair)

Diane Casey

Reza Bastani

Advisor: Dick Rader, Juanita Skillman, ~~Bevan Strom~~, Mary Stone

Landscape Committee

Diane Casey (Chair)

Maggie Blackwell

Pearl Lee

Advisors: Theresa Frost, Mike Peters, Annie Zipkin

Maintenance and Construction Committee

Pat English (Chair)

Reza Bastani

Anthony Liberatore

Non-voting Advisor: Ken Deppe

Members Hearing Committee

Neda Ardani (Chair)

Pearl Lee

Maggie Blackwell

New Resident Orientation

Maggie Blackwell (Chair)

~~Pearl Lee~~

Cash Achrekar

Resident Advisory Committee

Pearl Lee (Chair)

Diane Casey

Maggie Blackwell

Advisor: Nancy Lannon

RESOLVE FURTHER that all directors are considered alternate members of each committee "Alternate." Each Alternate may serve as a substitute for another director that is unable to attend a meeting ("Substitute"). Committee Member Alternates cannot substitute for more than two (2) consecutive meetings. This will allow any director to ask any other director to sit in their stead during a temporary absence or unavailability. Of course, we can modify this and structure this any way the Board feels is best. However, the concept is that the Board, in advance, will approve any director sitting on a committee on a temporary basis when necessary to fill in for another director.

RESOLVED FURTHER Resolution 01-22-08, adopted February 8, 2022, is hereby superseded and canceled.

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



Resolution 01-22-XX
Golden Rain Foundation Committee Appointments

RESOLVED, April 12, 2022, that in compliance with Article 7, Section 7.3 of the Golden Rain Foundation Bylaws, adopted September 29, 2014, the following persons are hereby appointed to serve on the committees of the Golden Rain Foundation:

GRF Strategic Planning Committee

Cash Achrekar
~~Reza Bastani~~
~~Diane Casey~~
Anthony Liberatore, Alternate

GRF Community Activities Committee

Maggie Blackwell
~~Diane Casey~~
~~Pearl Lee~~

GRF Finance

Azar Asgari
~~Pat English~~
Diane Casey, ~~Alternate~~

GRF Landscape Committee

Maggie Blackwell
Diane Casey

GRF Maintenance & Construction

Cash Achrekar
~~Anthony Liberatore~~
~~Lenny Ross~~

Clubhouses & Facilities Renovation Ad Hoc Committee

Diane Casey
Pat English
~~Azar Asgari, Alternate~~

GRF Media and Communications Committee

Neda Ardani
Maggie Blackwell

GRF Mobility and Vehicles Committee

Maggie Blackwell

~~Lenny Ross~~

Pearl Lee

GRF Security and Community Access

Reza Bastani

Cash Achrekar

Disaster Preparedness Task Force

Diane Casey

Anthony Liberatore

~~Cash Achrekar, Alternate~~

Laguna Woods Village Traffic Hearings

Neda Ardani

Anthony Liberatore

Purchasing Ad Hoc Committee

Anthony Liberatore

Diane Casey

Information Technology Advisory Committee

Diane Casey

~~Cash Achrekar~~

Broadband Ad Hoc Committee

Diane Casey

~~Revenue Resources Ad Hoc Committee~~

~~Diane Casey~~

~~Azar Asgari~~

~~Lenny Ross~~

Equestrian Center Ad Hoc Committee

Pat English

Pearl Lee

Insurance Ad Hoc Committee

Anthony Liberatore

Website Ad Hoc Committee

RESOLVED FURTHER, that Resolution 01-22-09, adopted February 8, 2022, is hereby superseded and cancelled.

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



STAFF REPORT

DATE: April 12, 2022
FOR: Finance Committee
SUBJECT: Globe Subscription For United Board Members

RECOMMENDATION

Staff recommends the Finance Committee approve the purchase of a Globe subscription for each requesting United Board member at a rate of \$25 per annual subscription.

BACKGROUND

The OC Register publishes a monthly newspaper paper titled the Globe, reporting on news local to Laguna Woods.

DISCUSSION

Board members expressed interest in being provided a subscription to the Globe for the purpose of staying aware of current Laguna Woods events and service offerings.

FINANCIAL ANALYSIS

Effective February 13, 2022 the cost of the annual subscription increased to \$25. If all 11 United Board members elect to subscribe to the publication, the expenditure will amount to \$275.

Prepared By: Steve Hormuth, Director of Financial Services

Reviewed By: Jose Campos, Assistant Director of Financial Services
Pam Jensen, Accounting Manager

ATTACHMENT(S)

Attachment 1: Resolution 01-22-XX Globe Subscription For United Board Room Members

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RESOLUTION 01-22-XX

Globe Subscription For United Board Room Members

WHEREAS, members have expressed interest in subscribing to the monthly published OC Register newspaper called the Globe reporting on local Laguna Woods news for the purpose of keeping up with current Laguna Woods events and service offerings;

NOW THEREFORE BE IT RESOLVED, April 12, 2022, that the Board of Directors hereby approves the purchase of a Globe subscription for each requesting United Board Member at a rate of \$25 per annual subscription; 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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ENDORSEMENT (to board)

Supplemental Funding Canary Island Pine Tree Reduction

Kurt Wiemann, Director of Landscape, presented a staff report requesting approval of a supplemental appropriation fund in the amount of \$184,760 of the remaining amount from the 2021 Reserve Fund to be moved to 2022 Reserve Fund to fund a portion of the Canary Island Pine Tree Reduction Project as stated in the staff report.

A motion was made and carried unanimously to accept the recommendation to endorse and present at the next board meeting.



STAFF REPORT

DATE: April 12, 2022
FOR: Board of Directors
SUBJECT: Supplemental Funding for Canary Island Pine Tree Reduction Project

RECOMMENDATION

Approve a supplemental appropriation in the amount of \$184,760 to fund a portion of the Canary Island Pine Tree Reduction Project.

BACKGROUND

In the 2021 Business Plan, \$933,588 was budgeted for tree maintenance in the Reserve Fund. Due to difficulties encountered during Covid 19 lockdowns, not all of the funds were expended; a balance of \$184,760 is remaining and this supplemental appropriation represents those funds.

DISCUSSION

In the fall of 2020, the United Board and Landscape Committee requested that staff investigate the possibility and cost of removing mature pine trees that exhibit at least one of the following characteristics; groves of trees, health decline, building conflict with roofs and gutters, dense canopies causing poor turf growth, dense canopies causing an abundance of leaf pick up tickets, and infrastructure damage.

In March of 2021, staff brought preliminary findings to the Landscape Committee, which subsequently directed staff to develop a project and seek proposals for the work. Staff arborists then visited every Canary Island Pine in the community and evaluated them based on the above-mentioned characteristics. These site visits determined that 393 of the trees fell into at least one of the categories and many fell into more than one.

In the March 10, 2022 Special Closed Meeting of the United Landscape Committee, staff was directed to put the project on hold, and to perform further research including an environmental evaluation and a second opinion from an outside arborist. Staff was further directed to request this supplemental appropriation to fund those endeavors.

FINANCIAL ANALYSIS

A supplemental appropriation of \$184,760 from the 2021 Reserve Fund, Landscape Services Tree Maintenance to the 2022 Reserve Fund, Landscape Services Tree Maintenance, which represents the funds not expended from the 2021 Business Plan.

Prepared By: Kurt Wiemann, Director of Landscape
Reviewed By: Services Eve Morton, Landscape Coordinator
Steve Hormuth, Director of Financial Services

ATTACHMENT(S)

Attachment 1: Photos

Attachment 2: Resolution 01-22-XX Supplemental Appropriation









RESOLUTION 01-22-XX
Supplemental Appropriation for Professional Services

WHEREAS, as a result of the Covid19 issues, the budgeted funds for tree maintenance for Fiscal Year 2021 were not expended, with a balance of \$184,760; and

WHEREAS, the United Landscape Committee directed staff to solicit the professional services of a third-party arborist and environmental specialist to review the proposed Canary Island Pine Tree Removal Project in Fiscal Year 2022;

NOW THEREFORE BE IT RESOLVED, April 12, 2022, that the Board of Directors of this Corporation hereby authorizes a supplemental appropriation for \$184,760, to engage the professional services of a third-part arborist and environmental specialist to review the proposed Canary Island Pine Tree Removal Project in Fiscal Year 2022; 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.

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Treasurer's Report for April 12, 2022 Board Meeting

SLIDE 1 – Through the reporting period of **February 28, 2022**, total revenue for United was \$7,625K compared to expenses of \$6,464K, resulting in net expense of \$1,161K.

SLIDE 2 – In Finance, we keep a close eye on the operating portion of our financial results. The Operating Fund (without Depreciation) shows an operating surplus of \$476K through the reporting period. This chart shows how much of our revenue went into operations, with \$3,753K coming in from assessments and \$241K coming from non-assessment revenue. This is compared to operating expenditures of \$3,518K (without Depreciation).

SLIDE 3 – This next chart takes the full income statement and compares those results to budget. We can see that United ended the period better than budget by \$1,006K when combining both operating and reserve savings.

SLIDE 4 – The most significant variances from budget were attributable to the following:

Outside Services \$625K; Timing. Budgets are spread evenly for programs such as wasteline remediation, building structures, tree maintenance, and countertops/floors/shower enclosures.

Employee Compensation \$344K; Favorable variance resulted primarily in M&C departments and Landscape due to open positions. Impacted areas include ground maintenance, damage restorations, carpentry, and plumbing. Recruitment is in progress to fill in current open positions.

Materials and Supplies \$191K; Favorable variance resulted in several areas of operations such as interior components, appliances, and paint due to timing of expenditures. Although budgeted throughout the year, expenditures will occur later.

Unrealized Gain/(Loss) On Investments (\$280K); Unfavorable variance due to adverse conditions for bond index fund investments during the reporting period. A monthly entry is made to reflect investment market conditions, which fluctuate.

Fees & Charges for Services to Residents (\$44K); Unfavorable variance resulted from less revenue than budgeted for chargeable damages from moisture intrusion events due to delays in determination hearings.

SLIDE 5 – On this pie chart, we show non-assessment revenues earned to date of \$257K, excluding the Unrealized Loss on Available for Sale Investments. If you include the unrealized loss on investments, non-assessment revenue totaled a loss of (\$23K). Revenue is organized by category, starting with our largest revenue generating category Fees and Charges to Residents, followed by Laundry, Resale Processing Fee, Lease Processing Fee, and so forth.



Treasurer's Report for April 12, 2022 Board Meeting

SLIDE 6 – On this pie chart, we see the expenses to date of \$6.5M, showing that our largest categories of expense are for Employee Compensation, Property and Sales Tax, followed by, Utilities, Insurance, Outside Services, Materials and Supplies, and so forth. At the upper right corner, we show a breakout of the utility category.

SLIDE 7 – On the next slide we see those same expenses, excluding property and sales tax.

SLIDE 8 – Our fund balances are shown here. The Contingency Fund balance on February 28, 2022 was \$1,097K. Contributions and investment revenue totaled (\$16K) resulted from unrealized loss on AFS investment due to adverse conditions for bond investments during the reporting period. Expenditures came in at \$1K in the Contingency Fund. The Reserve Fund balance on February 28, 2022 was \$19,835K. Contributions and investment revenue collected totaled \$1,548K while expenditures were \$881K. Property Taxes Fund balance on February 28, 2022 was (\$38K). Contributions and investment revenue collected totaled \$2,099K while expenditures were \$2,030K.

SLIDE 9 – We compare this to historical fund balances for the past five years on this chart, which have averaged \$20 Million.

SLIDE 10 – We have a slide here to show resale history from 2020 - 2022. Through February 28, 2022, United sales totaled 78, which is 17 resales higher than prior year for the same time period. The average YTD resale price for a United Mutual manor was \$305K, which is \$45K higher than prior year for the same time period.

Financial Report

Preliminary as of February 28, 2022



INCOME STATEMENT (in Thousands)		ACTUAL
Assessment Revenue		\$7,648
Non-assessment Revenue		(\$23)
Total Revenue		\$7,625
Total Expense		\$6,464
Net Revenue/(Expense)		\$1,161

Financial Report

Preliminary as of February 28, 2022



OPERATING ONLY INCOME STATEMENT ¹ (in Thousands)	ACTUAL
Assessment Revenue	\$3,753
Non-assessment Revenue	\$241
Total Revenue	\$3,994
Total Expense ¹	\$3,518
Operating Surplus	\$476

1) Excludes depreciation

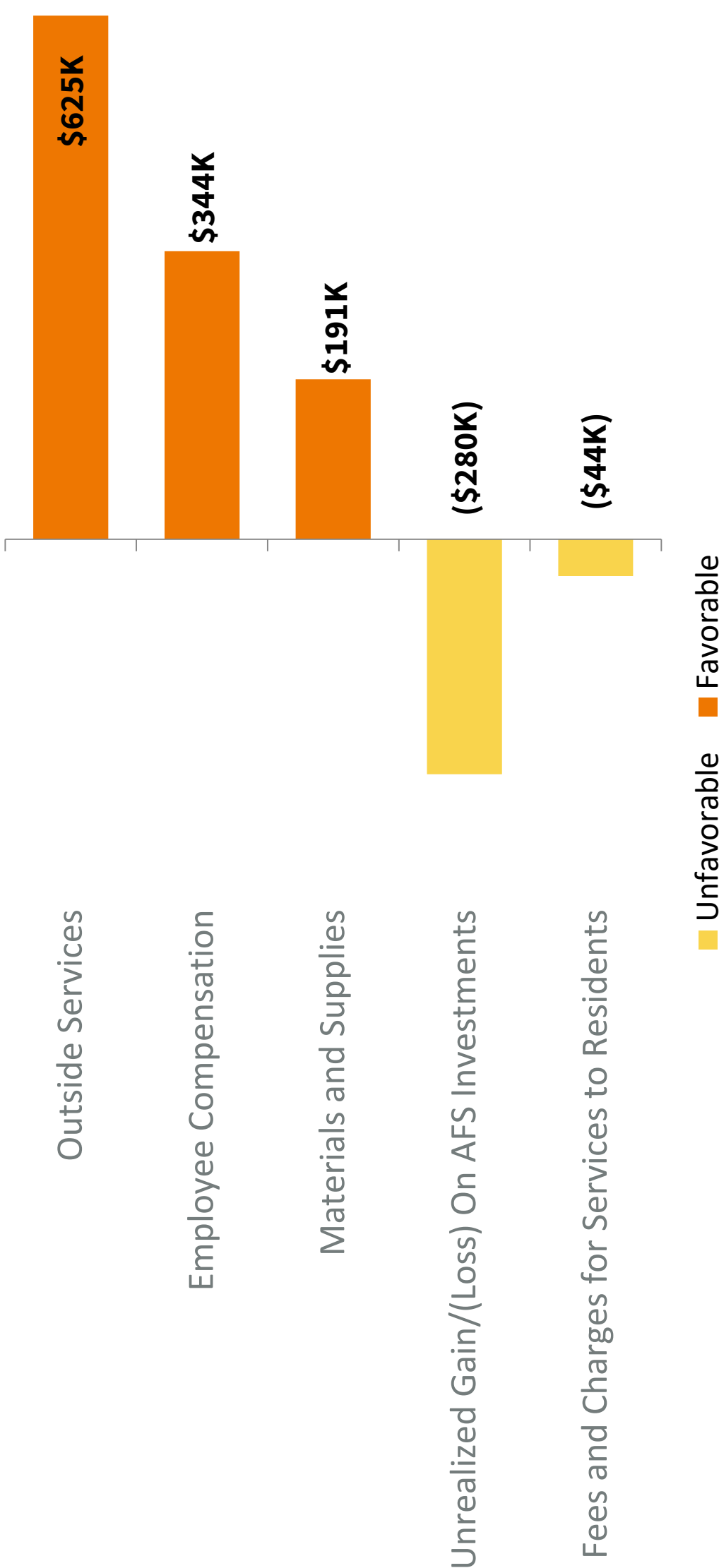
Financial Report

Preliminary as of February 28, 2022

INCOME STATEMENT (in Thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$7,648	\$7,616	\$32
Non-assessment Revenue	(\$23)	\$305	(\$328)
Total Revenue	\$7,625	\$7,921	(\$296)
Total Expense	\$6,464	\$7,766	\$1,302
Net Revenue/(Expense)	\$1,161	\$155	\$1,006

Financial Report

Preliminary as of February 28, 2022



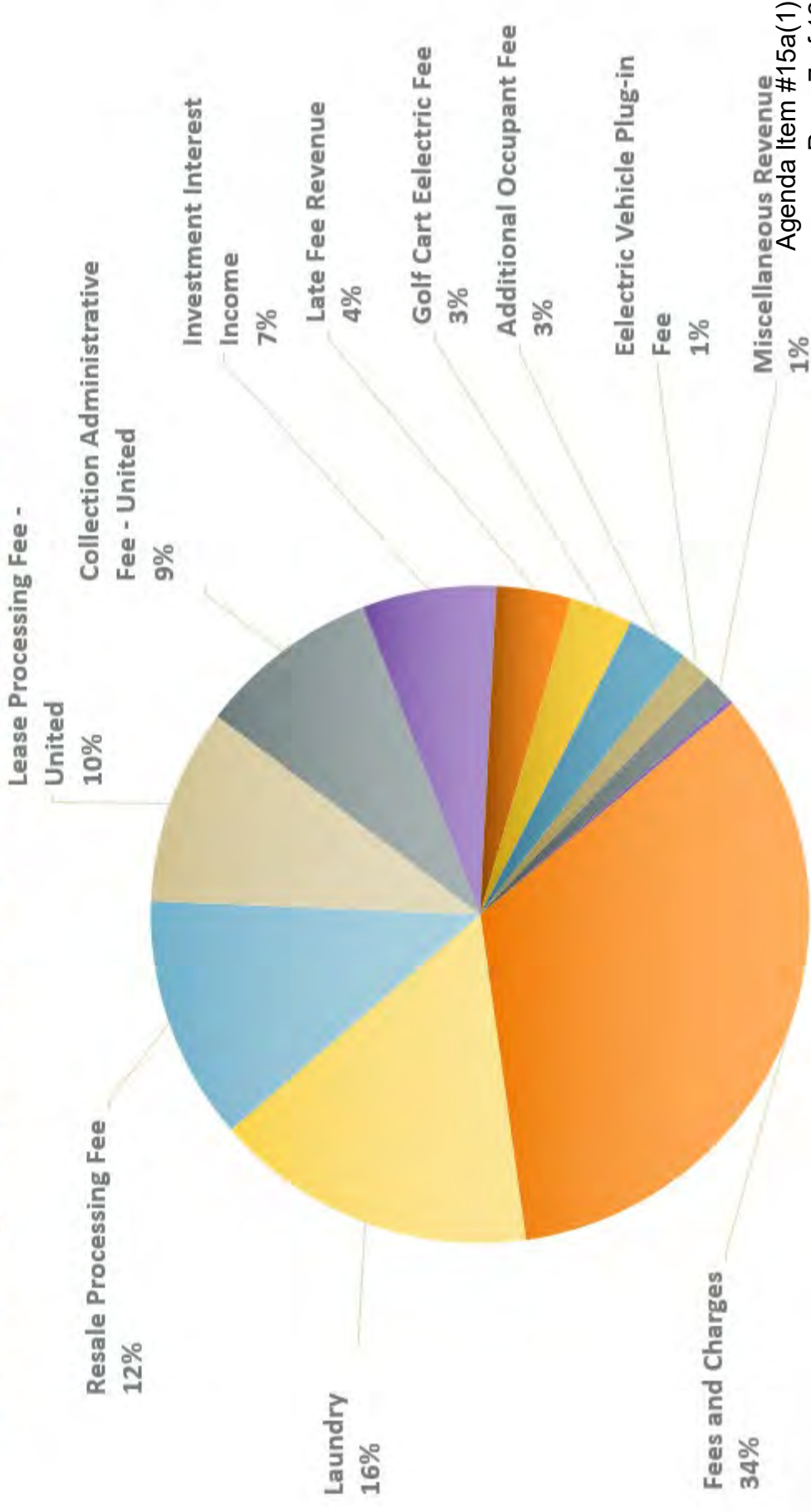
Financial Report

Preliminary as of February 28, 2022



UNITED LAGUNA WOODS
— M U T U A L —

Total Non Assessment Revenues \$257,495 excluding Unrealized Loss on AFS Investments



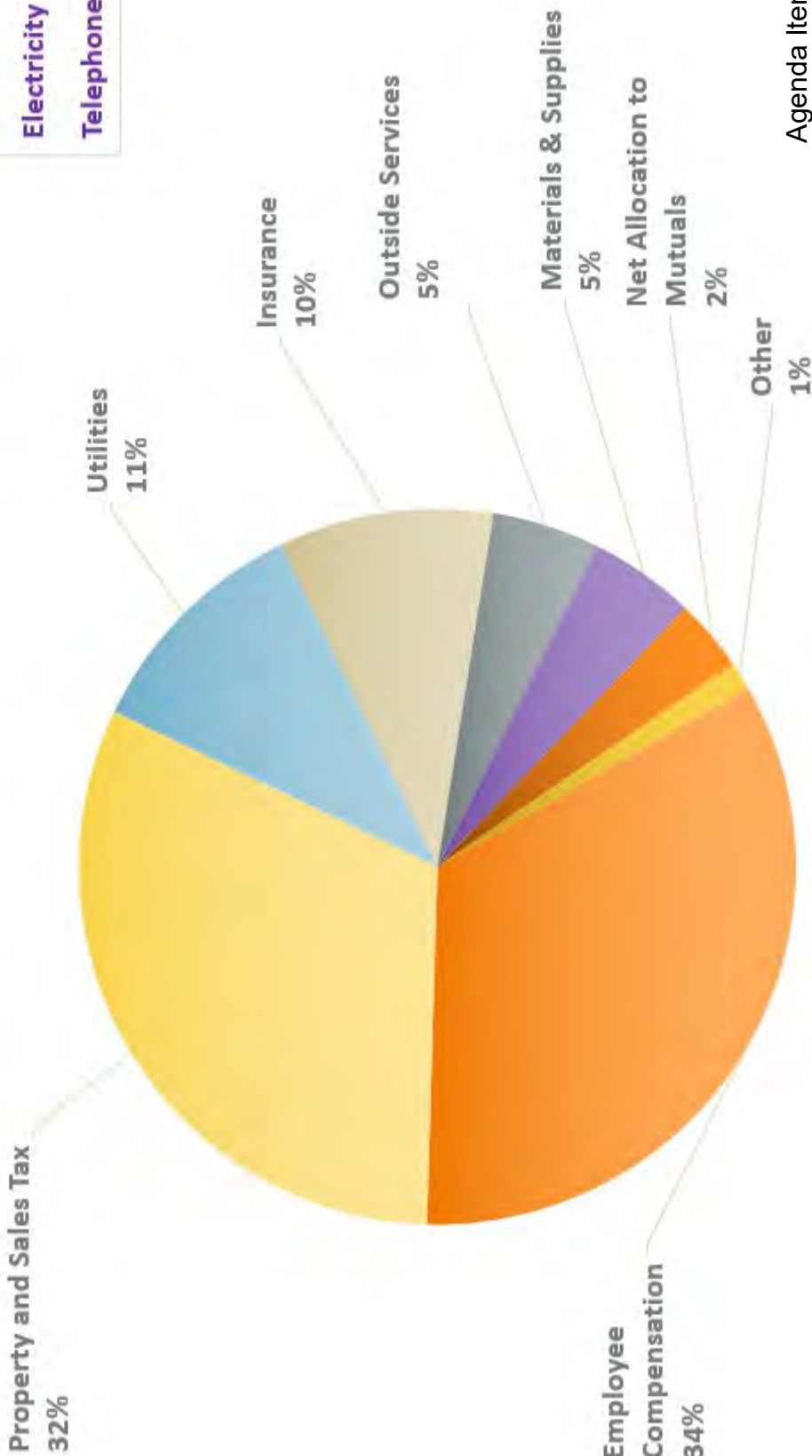
Financial Report

Preliminary as of February 28, 2022



UNITED LAGUNA WOODS
— M U T U A L —

Total Expense \$6,463,675

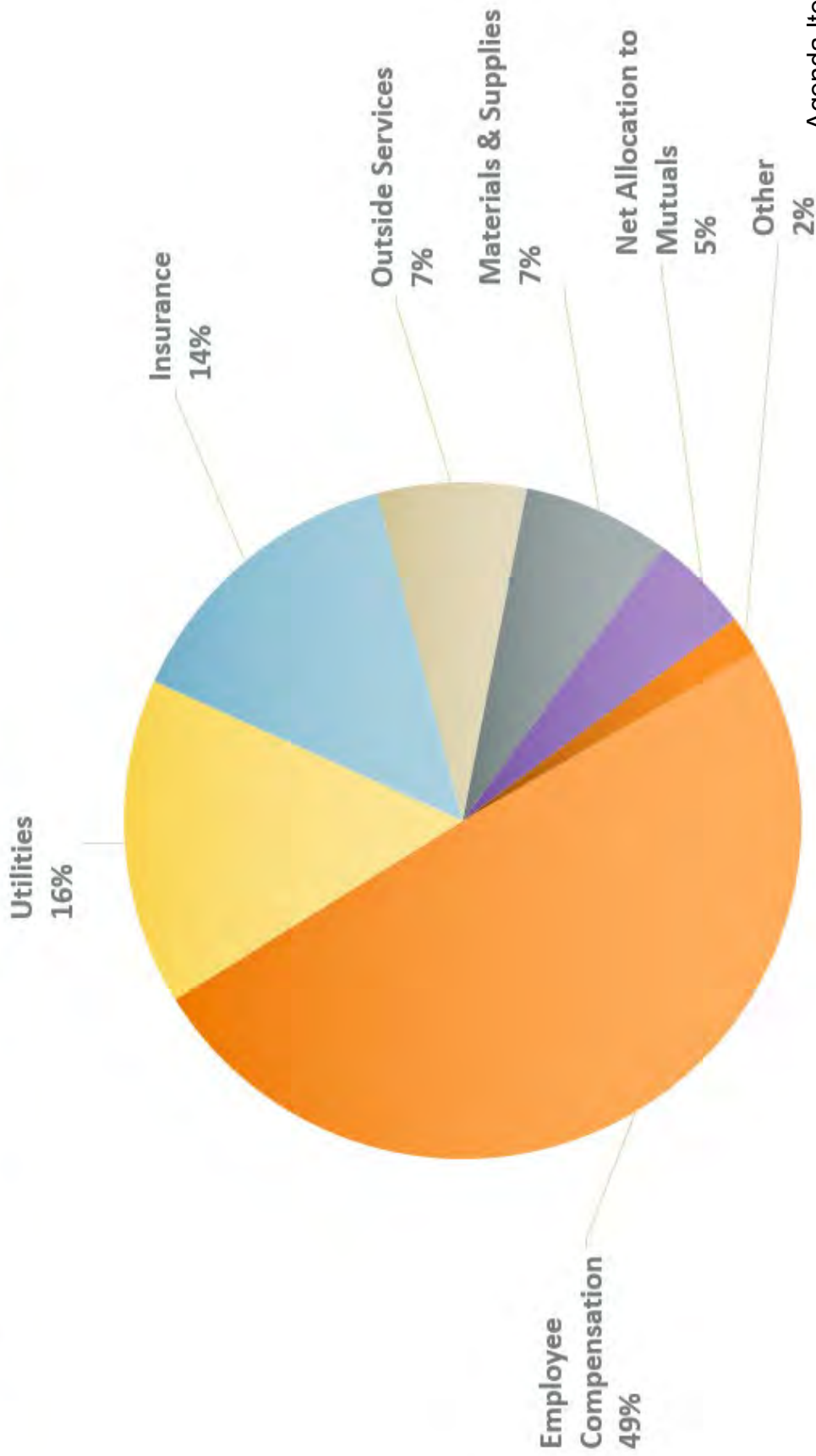


Sewer	\$345,901
Water	\$198,897
Trash	\$90,966
Electricity	\$54,401
Telephone	\$99

Financial Report

Preliminary as of February 28, 2022

Total Expenses Excluding Property and Sales Tax \$4,416,780



Financial Report

Preliminary as of February 28, 2022

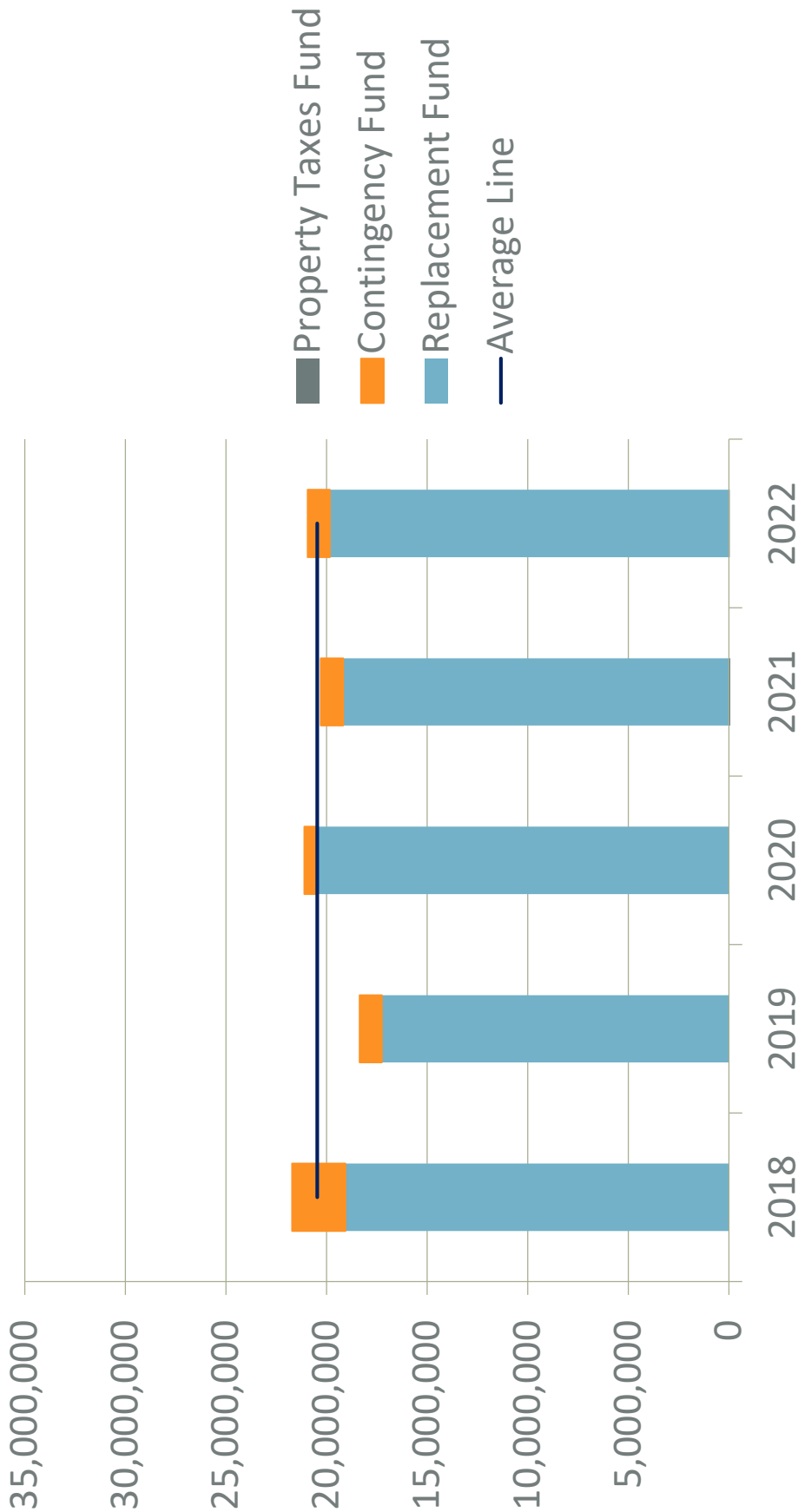


NON-OPERATING FUND BALANCES (in Thousands)	CONTINGENCY	RESERVE	PROPERTY TAX
Beginning Balances: 1/1/22	\$1,114	\$19,168	(\$107)
Contributions & Interest	(16)	1,548	2,099
Expenditures	1	881	2,030
Current Balances: 2/28/22	\$1,097	\$19,835	(\$38)

Financial Report

Preliminary as of February 28, 2022

FUND BALANCES – United Mutual



Financial Report

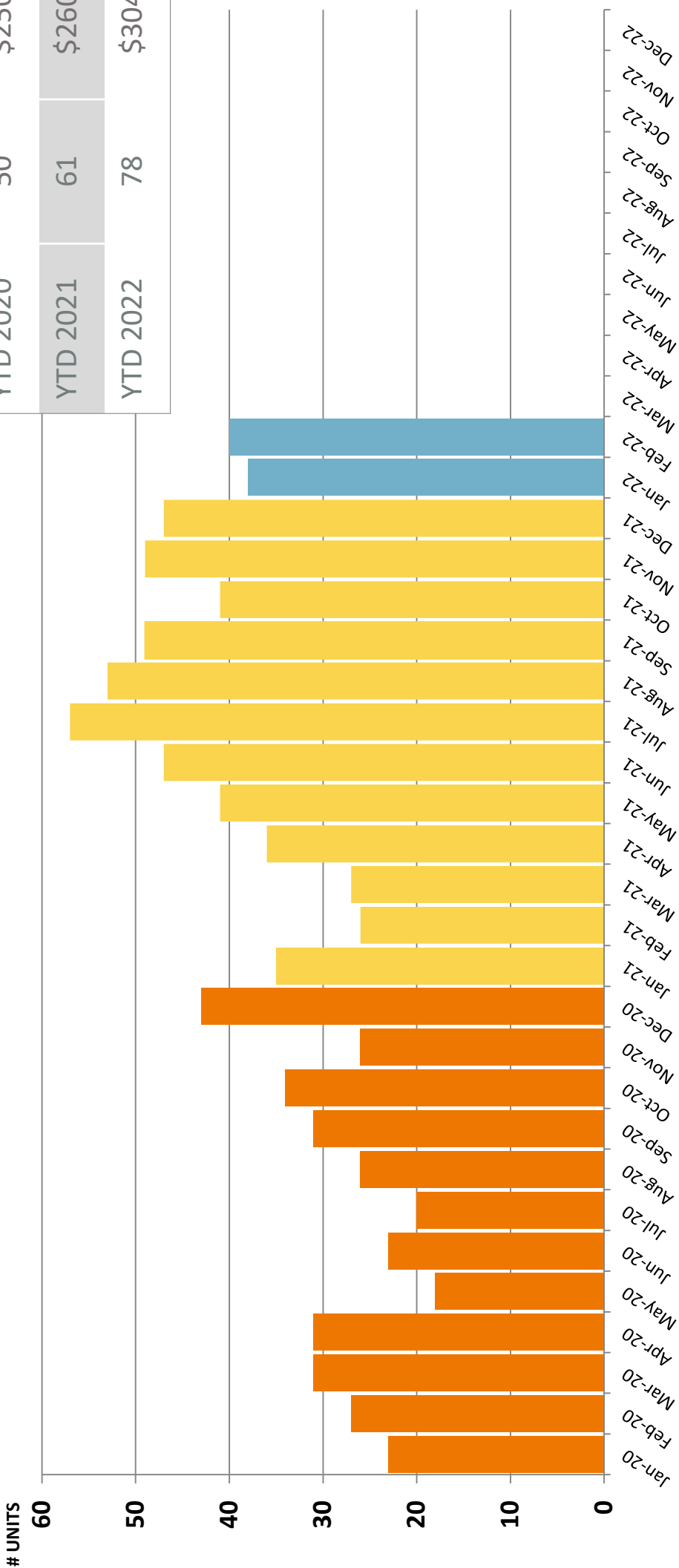
Preliminary as of February 28, 2022

RESALE HISTORY – United Mutual



UNITED LAGUNA WOODS
— M U T U A L —

	NO. OF RESALES	AVG. RESALE PRICE
YTD 2020	50	\$250,675
YTD 2021	61	\$260,197
YTD 2022	78	\$304,951





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

Tuesday, March 29, 2022 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: Azar Asgari – Chair, Lenny Ross, Pat English
DIRECTORS ABSENT: None.
ADVISORS PRESENT: Dick Rader
STAFF PRESENT: Steve Hormuth, Jose Campos, Erika Hernandez
OTHERS PRESENT: GRF – Diane Casey

Call to Order

Chair Azar Asgari, chaired the meeting and called it to order at 1:35p.m.

Acknowledgment of Media

The meeting was recorded via Granicus and made available via Zoom for members of the community to participate virtually.

Approval of Agenda

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

- Agenda Item # 9 was moved to Agenda Item # 7
- Agenda Item # 11 under items for discussion and consideration will be removed.

Approval of the Regular Meeting Report of February 22, 2022

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

Chair Remarks

We need to involve the enormous knowledge of residents to generate new ideas to improve our village. United has 6323 units. If we are considering that only one retired person lives in each unit, then we have a minimum of 6323 people who have at least 35 years of experience in the workplace. Therefore, we have a village that collectively has almost 200,000 years of experience in different jobs. We have great untapped knowledge collectively; why not harvest the benefit? I suggest having a box near the community center or create a special webpage that residents can offer their ideas based on their experiences of how to keep the expenses low with a better and healthier living in this village.

Member Comments (Items Not on the Agenda)

None.

Appliance Replacements (M&C)

Ian Barnette, Assistant Director of Maintenance and Construction, presented information to the committee regarding appliance reserve levels, calculating funding, database entries and the preventative maintenance program on a 3-year loop (PM3Y). Questions were addressed.

Department Head Update

Steve Hormuth, Director of Financial Services, provided a summary of the 2021 Financial Audit progress, insurance tentative joint program, and the 2023 future budget meetings.

Review Preliminary Financial Statements dated February 28, 2022

The committee reviewed financial statements for February 28, 2022 and questions were addressed.

Compensation and Outside Services

The committee reviewed the report. No actions were requested or taken.

Investment Review – SageView Presentation

Dan Quirk, Senior Investment Advisor from SageView, provided an informative presentation on current market inflation and an overview of the United Mutual Investment Summary as of December 31, 2021.

Director Lenny Ross made a motion to discuss a possibility of transferring funds into T-Bills and CD accounts with a 1-year duration. A vote took place and the motion failed with a 1-2 vote.

Endorsements from Standing Committees

Landscape Services – Supplemental Funding Canary Island Pine Tree Reduction. Kurt Weiman, Director of Landscape, presented a staff report requesting approval of a supplemental appropriation fund in the amount of \$184,760 remaining amount from the 2021 Reserve Fund to the 2022 Reserve Fund to fund a portion of the Canary Island Pine Tree Reduction Project as stated in the staff report. A motion was made and carried unanimously to accept the recommendation to endorse and present at the next board meeting.

Future Agenda Items

None.

Committee Member Comments


None.

Date of Next Meeting

Tuesday, April 25, 2022 at 1:30 p.m.

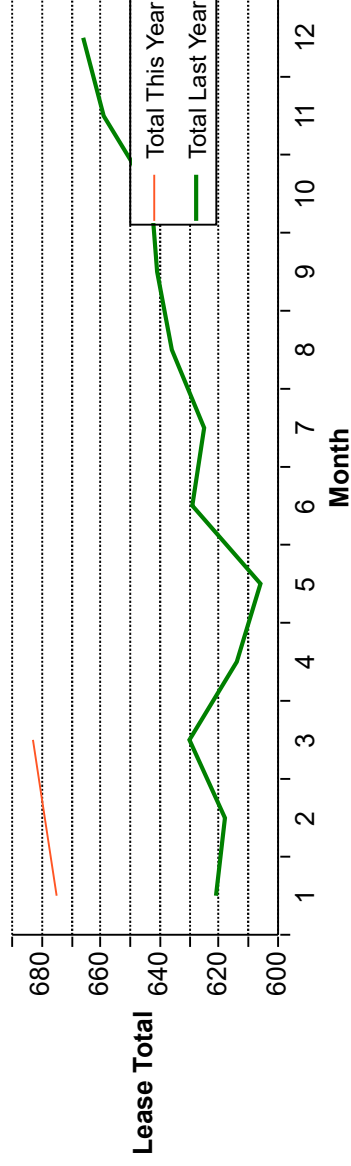
Recess to Closed Session

The meeting recessed to closed session at 3:36 p.m.


Azar Asgari, Chair

Monthly Active Leasing Report

2022 Period 3 (Mutual 1)



Year	Month	1 to 3 Month	4 to 6 Month	7 to 12 Month	12+ Month	Total This Year	Total Last Year	% Leased Last Year	% Leased This Year	% Change	Total Renewals	Total Expirations
2022	January	18	33	188	436	675	621	10.7	9.8	0.9	40	19
2022	February	17	30	204	428	679	618	10.7	9.8	0.9	50	23
2022	March	17	28	221	417	683	630	10.8	10.0	0.8	39	30
2022	April					614						
2022	May					606						
2022	June					629						
2022	July					625						
2022	August					636						
2022	September					641						
2022	October					643						
2022	November					659						
2022	December					666						

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Monthly Resale Report

PREPARED BY

MUTUAL

REPORT PERIOD

Community Services Department

United

March, 2022

MONTH	NO. OF REALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	38	35	\$11,905,094	\$8,997,153	\$313,292	\$257,062
February	41	26	\$11,864,402	\$6,846,600	\$289,376	\$263,331
March	43	27	\$13,513,900	\$6,978,425	\$314,277	\$258,460
April		*		\$9,605,499		* \$266,819
May		*		\$10,258,400		* \$250,205
June		*		\$13,580,100		* \$288,938
July		*		\$16,700,700		* \$292,995
August		*		\$15,529,600		* \$293,011
September		*		\$15,157,100		* \$309,329
October		*		\$12,259,900		* \$299,022
November		*		\$13,969,200		* \$285,086
December		*		\$14,364,950		* \$305,637
TOTAL	122.00	88.00	\$37,283,396	\$22,822,178		
ALL TOTAL	122.00	508.00	\$37,283,396	\$144,247,627		
MON AVG	40.00	29.00	\$12,427,799	\$7,607,393	\$305,648	\$259,617
% CHANGE - YTD	38.6%		63.4%		17.7%	

% Change calculated (ThisYear - LastYear)/LastYear

* Amount is excluded from percent calculation

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OPEN MEETING

**REGULAR MEETING OF THE UNITED LAGUNA WOODS MUTUAL
LANDSCAPE COMMITTEE**

**Thursday, March 10, 2022 – 9:30 A.M.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Diane Casey, Maggie Blackwell, Lenny Ross

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT: Juanita Skillman, Anthony Liberatore

ADVISORS PRESENT: None.

STAFF PRESENT: Kurt Wiemann, Eve Morton

1. Call to Order

Called to order at 9:30 a.m.

2. Acknowledgment of Media No media were present.

3. Approval of the Agenda

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

4. Approval of the Meeting Report for February 10, 2022

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

5. Chair's Remarks

Chair Casey stated that she has been a Member of the Village for several years.

There are many governing documents that are used to govern the Village.

She read United's Tree Removal Guidelines resolution aloud and stated she didn't agree with a past decision regarding some tree removals.

6. Department Head Update

Mr. Wiemann reviewed the timeline of the committee's directions regarding the proposed Canary Island Pine Tree Grove Reduction Project.

Mr. Wiemann gave an overview of the proposed Canary Island Pine Tree Grove Reduction Project.

At this point, the committee requested to hear Member Comments regarding the proposed Canary Island Pine Tree Grove Reduction Project and any other Member Comments regarding items not included in the agenda.

Multiple Members' made comments which were not in favor of the proposed project.

Multiple Members emailed in comments which were read by Ms. Morton. All were opposed to the proposed project.

There were two additional Member comments which involved a request for sprinkler maintenance, new plants, weeding, and trimmings pickup.

Mr. Wiemann stated that tree maintenance comes out of Reserve funds. It is not additional money; it's money already in the budget.

Mr. Wiemann mentioned that with the number of concerned residents that it may be a good idea to put the project on hold for now

Director Ross wanted to welcome the Members who attended this meeting. Welcome back to the in-person meetings. He suggested that Members that would like to be involved on the committee to study the tree removal project should submit their names to Ms. Morton. He wants Mr. Wiemann to work to resolve and to minimize tree removal.

Mr. Wiemann spoke about instances when a removed tree would be replaced and when it would not be replaced.

Director Blackwell stated that a resident advisory committee for the proposed project is a good idea but the number of people on the committee would need to be limited.

Mr. Wiemann stated that if Members want to be on the Advisory committee, they should contact the CEO's office. Then, this committee will pick the committee members and decide how many members will be on the committee. He also said there is no contract for tree removal at this time.

She stated that the existing Tree Removal Guidelines policy includes reasons for removing a tree.

a. Project Log

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

b. Graph Comparing Village Water Usage Over Time

Mr. Wiemann reviewed this report with the committee.

7. Member Comments (Items not on the agenda)

See above.

8. Response to Member Comments See above.

Items for Discussion and Consideration

9. Tree and Shrub Removal Request: 916-A Avenida Majorca – One Fern Pine Tree and One Texas Privet Shrub

A neighbor stated that she does not want to see this tree come out. She would like to see more neighbors told when there is request for a tree to be removed.

Director Ross made a motion to reject staff's recommendation to approve this request for the tree removal but allow for the removal of the Texas Privet Shrub. Chair Casey seconded.

Discussion ensued.

A vote was taken and Director Ross and Chair Casey voted to approve the motion: Director Blackwell voted to not approve the motion. The motion passed.

Concluding Business:

10. Committee Member Comments

None.

11. Date of Next Meeting – Thursday, April 14, 2022

12. Adjournment

Adjournment at 11:40 a.m. into a Closed session.

Diane Casey _____

Diane Casey (Apr 5, 2022 09:05 PDT)

Diane Casey, Chair

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