



## **OPEN MEETING**

### **REPORT OF THE REGULAR OPEN MEETING OF THE UNITED LAGUNA HILLS MUTUAL ARCHITECTURAL CONTROLS AND STANDARDS COMMITTEE\***

**Thursday, June 15, 2023 – 9:30 a.m.  
Laguna Woods Village Board Room/Virtual Meeting  
24351 El Toro Road, Laguna Woods, California**

#### **REPORT**

**MEMBERS PRESENT:** Anthony Liberatore – Chair, Maggie Blackwell

**STAFF PRESENT:** Bart Mejia – Maintenance & Construction Assistant Director (**in the audience**), Michael Horton – Manor Alterations Manager, Gavin Fogg – Manor Alterations Supervisor (**via Zoom**), Manor Alterations, Josh Monroy – Manor Alterations Coordinator

**OTHER DIRECTORS PRESENT:** Alison Bok

#### **1. Call Meeting to Order**

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

#### **2. Acknowledgement of Media**

The meeting was being broadcast on Granicus and Zoom. No media was present.

#### **3. Approval of the Agenda**

Hearing no objection, the agenda was approved by consent.

#### **4. Approval of the Meeting Report for January 19, 2023**

Hearing no objection, the meeting report was approved by consent.

**5. Chair's Remarks**

Chair Liberatore thanked staff for saving resources, time and money by avoiding unnecessary meetings.

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

None.

**7. Division Manager Update**

Mr. Horton introduced himself to the Committee.

**8. Monthly Mutual Consent Report**

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.*

There are no items on the consent calendar for this month.

a. Mr. Horton provided insight into the number of mutual consents submitted and completed over a five-month period. Additionally, the time span spent on a single project could differ considerably, on average five business days.

**9. Variance Requests**

None.

**10. Items for Discussion and Consideration**

a. Revision to Architectural Standard 1: General Requirements

Mr. Horton introduced the item and answered questions from the committee. The committee requested a change to 1.7 "clothes" to cloths. The committee had concerns about staging. Mr. Horton advised that work being performed in the common area, would require the contractor to drop cloths in a clean and condensed fashion. If the work being performed is in a member's unit it would be in their patio.

A motion was made to recommend the United Board approve the standard with the suggested edit. Hearing no objection, the motion was approved by unanimous consent.

Mr. Horton introduced the item and answered questions from the committee. The committee had concerns regarding patio inspection "eye-balling". Mr. Horton advised that the Project Division Department supervises this area. Although there's a visual inspection component to it, an engineer is also brought out to finalize it. Additionally, Mr. Horton will do research on the safe working load conditions (so many pounds per square foot) code.

A motion was made to recommend the United Board approve the standard. Hearing no objection, the motion was approved by unanimous consent.

**c. Accommodations for Disabled Residents**

Mr. Horton introduced the item and answered questions from the committee. The committee asked Mr. Horton to pursue the relationship between renter, resident (owner) and United Mutual for exposure to ADA.

**11. Items for Future Agendas**

Accommodations for Disabled Residents exposure.

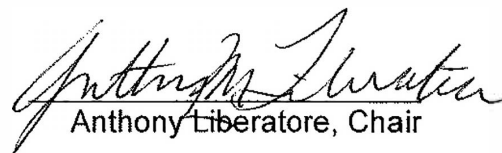
**12. Committee Member Comments**

- Director Blackwell thanked staff for providing information on accommodations for disabled residents.
- Chair Liberatore welcomed Mr. Horton and thanked staff for providing efficiency and data.

**13. Date of Next Meeting: July 20, 2023 at 9:30 a.m.**

**14. Adjournment**

The meeting was adjourned at 10:10 a.m.



Anthony Liberatore, Chair

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Baltazar Mejia, Staff Officer  
Telephone: 949-597-4616