



OPEN MEETING

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

**Thursday, August 17, 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, Sue Quam

STAFF PRESENT: Ian Barnette – Maintenance & Construction Assistant Director, Bart Mejia – Maintenance & Construction Assistant Director, Gavin Fogg – Manor Alterations Supervisor, David Rudge – Manor Alterations Inspector II, Josh Monroy – Manor Alterations Coordinator

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 July 20, 2023

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

5. Chair's Remarks

Chair Liberatore thanked staff for their assistance with the United Mutual Town Hall presentation.

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

- A member asked a question, staff to follow up with member.

7. Division Manager Update

None.

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. Mejia provided insight into the number of mutual consents issued and completed over a five-month period.

9. Variance Requests

a. 308-C: Variance to Demolish Exterior Stucco Wall and Expand Kitchen

The variance was introduced by Mr. Rudge. Discussion ensued and staff answered questions from the committee.

A motion was made to approve the variance as described. The variance was approved by unanimous consent.

10. Items for Discussion and Consideration

a. Revision to Alteration Fee Schedule

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

11. Items for Future Agendas

- a. Revised Resale Inspection Fee – **TBD.**
- b. Look into "Approved Contractor" List (Have Mutual Attorney review it) – **September.**
- c. Revision to Architectural Standard 18: Gutters & Downspouts

12. Committee Member Comments

- Director Quam thanked staff and her fellow directors for their contributions to the United Mutual Town Hall presentation.
- Director Blackwell remains hopeful that a resolution will be found to expedite revisions to the alteration fee schedule process. Additionally, a resolution to the approved contractor list.

13. Date of Next Meeting: September 21, 2023 at 9:30 a.m.

14. Adjournment

The meeting was adjourned at 10:15 a.m.



Anthony Liberatore, Chair

Anthony Liberatore, Chair
Baltazar Mejia, Staff Officer
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