



OPEN MEETING

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

**Tuesday, June 13, 2023 - 9:30 a.m.
BOARD ROOM/VIRTUAL MEETING
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 Ross**
- 2. Pledge of Allegiance to the Flag – Director Tuning**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of the Meeting Minutes**
 - a. March 29, 2023 – United Budget – M&C/Landscape Review
 - b. April 6, 2023 – United Board 2022 Annual Audit
 - c. May 9, 2023 – Regular Open Meeting
 - d. May 25, 2023 – Special Open Meeting
 - e. May 25, 2023 – Agenda Prep Meeting
- 6. Report of Chair**
- 7. 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 attend the meeting by joining the Zoom link <https://zoom.us/j/95563492734> or call 1 (669) 900-6833 or email meeting@vmsinc.org to have your message read during the Open Forum.***
- 8. Responses to Open Forum Speakers**
 - a. Response to open forum speakers
 - b. Response to past open forum speakers – Director Lee
- 9. VMS Board Update – Director Kahn**
- 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 months of April 2023, such review is hereby ratified.
 - b. **Recommendation from the Landscape Committee**
 1. Recommendation to Deny Tree Removal Request: 118-U Via Estrada – One Canary Island Pine Tree
 - c. **Recommendation from the Architectural Control and Standards Committee - None**
 - d. Approve the Review of the United Sub-Leasing and Transfer of Trust Documents Approved in May 2023, and such review is hereby ratified. (CHECK LIST)
 - e. **Recommendation from the Finance Committee**
 1. Approve a Resolution for Recording a Lien against Member ID # 947-361-58
 2. Approve a Resolution for Recording a Lien against Member ID # 947-400-14
 - f. **Update Committee Assignments**
12. **Unfinished Business - None**
13. **New Business**
 - a. Town Halls – (Oral Discussion)
 - b. Entertain a Motion to Approve Election of Officer – Secretary
 - c. Entertain a Motion to Approve 2022 Operating Surplus
14. **Director Comments (Two minutes per director)**
15. **Committee Reports**
 - a. Report of the Finance Committee / Financial Report – Director Asgari. The Committee met on May 30, 2023; next meeting June 27, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Treasurer’s Report – May

- (2) United Finance Committee Report – May
 - (3) Resales/Leasing Reports – May
 - (4) Report of the Private Loan Research Ad Hoc Committee – Director Asgari. The Ad Hoc Committee met on May 24, 2023; next meeting TBA.
 - (5) Report of the United Budget – Maintenance Review – President Ross. The Committee met on May, 30, 2023.
 - (6) Report of the United Budget - Landscape Review – President Ross. The Committee met on May 31, 2023.
- b. Report of the Architectural Controls and Standards Committee – Director Liberatore. The Committee met on January 19, 2023; next meeting June 15, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - c. Report of Member Hearings Committee – Director Lee. The Committee met on; June 8, 2023; next meeting July 13, 2023, 9:00 a.m. in the Sycamore Room and as a virtual meeting.
 - d. Report of the Governing Documents Review Committee – Director Blackwell. The Committee met on April 20, 2023; next meeting June 15, 2023, 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Governing Documents Review Committee Meeting Workshop – Director Blackwell. The committee met on May 26 and 30, 2023.
 - e. Report of the Landscape Committee – Director Casey. The Committee met on May 22, 2023; next meeting June 26, 2023, 1:30 p.m. in the Board Room and as a virtual meeting.
 - f. Report of the Maintenance & Construction Committee – President Ross. The Committee met on April 26, 2023; next meeting June 28, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - g. Report of the United Resident Advisory Committee – Director Liberatore. The committee met on May 11, 2023; next meeting June 8, 2023, at 4:00 p.m. in the Elm Room and as a virtual meeting.

16. GRF Committee Highlights

- a. Report of the GRF Finance Committee – Director Asgari. The committee met on April 19, 2023; next meeting June 21, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- b. Report of the Community Activities Committee – Director Lee. The committee met on June 8, 2023; next meeting July 17, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. Report of the GRF Landscape Committee – Director Quam. The committee met on May 10, 2023; next meeting August 9, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

- d. Report of the GRF Maintenance & Construction Committee – Director Simon. The committee met on April 12, 2022; next meeting June 14, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Clubhouse (Facilities) Ad Hoc Committee – Director Simon. The Ad Hoc Committee met March 15, 2023; next meeting TBA.
 - e. Report of the Media and Communication Committee – Director Quam. The committee met on May 15, 2023; next meeting July 17, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - f. Report of the Mobility and Vehicles Committee – Director Bok. The Committee met on February 1, 2023; next meeting June 7, 2023, at 1:30 p.m. in the Board Room.
 - g. Report of the Security and Community Access Committee – Director Blackwell. The Committee met on April 26, 2023; next meeting June 28, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Laguna Woods Village Traffic Hearings – Director Achrekar. The Traffic Hearings were held on May 17, 2023; next hearings on June 21, 2023, at 9:00 a.m. in the Board Room.
 - (2) Report of the Disaster Preparedness Task Force – Director Liberatore. The Task Force met on June 5, 2023; next meeting July 25, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (3) Report of the Compliance Ad Hoc Committee – Director Blackwell. The Committee met on June 9, 2023; next meeting TBA.
 - h. Report of the Information Technology Advisory Committee – Director Casey. The Committee met on June 2, 2023; 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. The Board will take action on these items at a future Board 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) May 9, 2023 – Regular Closed Meeting

(b) May 25, 2023 – Special Closed Meeting

Discuss and Consider Member Disciplinary Matters

Discuss Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Legal and Litigation Matters

19. Adjourn



OPEN MEETING

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

Wednesday, March 29, 2023 – 1:30 p.m.

Board Room

24351 El Toro Road, Laguna Woods, California

Directors Present: Lenny Ross – President, Thomas Tuning, Alison Bok, Azar Asgari, Cash Achrekar, Diane Casey, Maggie Blackwell, Sue Quam

Directors Absent: Mary Simon, Anthony Liberatore, Pearl Lee

Staff Present: Siobhan Foster, Jose Campos, Steve Hormuth, Manuel Gomez, Robert Carroll, Kurt Wiemann, Erika Hernandez

Others Present: GRF – Juanita Skillman

Call Meeting to Order – Lenny Ross, President

President Lenny Ross called the meeting to order at 9:30 a.m. and confirmed there is a quorum.

Approval of Agenda

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

Member Comments

A member asked that the board consider adding a large-scale map displaying the location of the public restrooms throughout the village.

Budget Workshop: 2023 Service Level Review

Maintenance & Construction – Manuel Gomez, Director of Maintenance and Construction, presented the United Mutual Department Budget Review discussing the type of services they provide.

General Services – Robert Carroll, Director of General Services, presented the United Mutual Department Budget Review discussing the type of services they provide.

Landscape Services – Kurt Wiemann, Director of Landscape Services, presented the United Mutual Department Budget Review discussing the type of services they provide.

Multiple comments and questions were made by members. Staff addressed members and noted follow up items, if any. No action was taken.

Director's Comments

Director Azar Asgari asked the board to consider gathering a research team, made of two or more people, to review and seek new ideas and research contracts with new vendors.

Adjournment

The meeting was adjourned at 3:34 p.m.

Lenny Ross

Lenny Ross (Apr 12, 2023 12:48 PDT)

Lenny Ross, President

United Laguna Woods Mutual Board of Directors



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

Thursday, April 6, 2023 – Following KPMG
Presentation Scheduled at 1:30 p.m.
Laguna Woods Community Center
Board Room

DIRECTORS PRESENT: Thomas Tuning – Chair, Alison Bok, Azar Asgari, Anthony Liberatore, Diane Casey, Pearl Lee, Sue Quam

DIRECTORS ABSENT: Lenny Ross, Mary Simon, Cash Achrekar, Maggie Blackwell

STAFF PRESENT: Steve Hormuth

Call to Order

Director Thomas Tuning chaired the meeting and called it to order at 1:52 p.m.

Approval of Agenda

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

Open Forum (Three Minutes per Speaker)

None.

Entertain a Motion to Accept the 2022 Audit Report

The committee received the 2022 audited financials for review. A motion was made by Director Alison Bok to accept the 2022 Audit Report. Director Sue Quam seconded. Discussion ensued. Director Azar Asgari requested staff to follow up on the decrease in Cash from prior year. Steve Hormuth, Director of Financial Services, provided a verbal response and stated supporting details will be discussed at the next Finance Committee meeting.

Hearing no objection, the motion passed unanimously to accept the 2022 Audit Report.

Director Comments

None.

Adjournment

The meeting was adjourned at 2:11 p.m.

Thomas Tuning

Thomas Tuning (Apr 12, 2023 17:50 PDT)

Thomas Tuning, Chair (Substitute for Lenny Ross)

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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, May 9, 2023 - 9:30 a.m.
Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

Directors Present: Lenny Ross, Thomas Tuning, Anthony Liberatore, Diane Casey, Alison Bok, Pearl Lee, Mary Simon, Maggie Blackwell, Cash Achrekar, Azar Asgari, Sue Quam

Directors Absent: None

Staff Present: CEO Siobhan Foster, Makayla Schwietert, Paul Nguyen, Robert Carroll, Carlos Rojas, Jay Allen, Eric Nunez

Others Present: GRF: None
Third: None
VMS: Daniel Kenney

1. Call Meeting to Order/Establish Quorum

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

2. Pledge of Allegiance to the Flag

Director Simon 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 Ross asked if there were any changes to the agenda.

Director Bok made a motion to approve the agenda. Director Simon seconded.

Director Casey requested to add discussion of the Globe to the agenda, and to discuss Landscape Ad Hoc Committee during discussion of Committee Reports.

The Board agreed to discuss the Landscape Ad Committee during the discussion of Committee Reports.

Hearing no changes or objections, the motion to approve the agenda as amended was approved unanimously.

5. Approval of Minutes

- a. April 11, 2023 – Regular Open Session
- b. April 27, 2023 – Agenda Prep Meeting

Director Simon made a motion to approve the minutes of April 11, 2023 – Regular Open Session Meeting and April 27, 2023 – Agenda Prep Meeting. Director Asgari seconded.

Hearing no changes or objections, the meeting minutes were approved by unanimous consent.

6. Report of the Chair

President Ross commented on the following items:

- Read an excerpt regarding the recent passing of GRF Director Don Tibbetts.

Director Quam entered the meeting at 9:40 a.m.

7. 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:

- A member commented on their candidacy regarding the United Appointed-GRF Director Vacancy.
- A member commented on The Foundation of Laguna Woods Village.
- A member commented on allegations of harassment made towards them, and requested an apology be given by the United Board.
- A member thanked the Board for the nice tribute given regarding the passing of GRF Director Don Tibbetts, and additionally commented on the great service seen around the community.

8. Responses to Open Forum Speakers

a. Response to Open Forum Speakers

- Director Achrekar thanked the member who commented on the great service seen around the community.
- Director Simon addressed the concerns brought up by the member who commented on allegations of the Board.
- Director Asgari addressed the concerns brought up by the member who commented on allegations and suggested holding neighborhood meetings to ask for help/assistance. Additionally, commented on landscape water leakage within the community that was brought to her attention, and emphasized the importance of advertising emergency contact numbers for various community concerns.
- Director Tuning thanked the member who spoke on their candidacy, and also

thanked the member who spoke on the Foundation of Laguna Woods.

b. Response to Past Open Forum Speakers – Director Quam

- Director Quam commented on the responses to the previous Open Forum Speakers from the April board meeting and advised on updates.

9. VMS Board Update – Director Kenney

VMS Director Kenney discussed the following topics:

- Executive Committee Update
- Bright Ideas Program
- Spring Real Estate Forum
- Strategic Plan Update – Objectives
- KPI Reporting
- Upcoming Items

Director Kenney answered questions from the Board.

10. CEO Report

CEO Siobhan Foster discussed the following items:

- Cost Saving Measures
- New Computer Training
- Ways to opt out of Mailing
- New Ram Promaster 3500 Buses
- New Irrigation System Generates Rebates
- Expanded PAC Hours
- Asphalt Pavement Program
- Fall Prevention Initiative

CEO Foster answered questions from the board.

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. If 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 March 2023, such review is hereby ratified.**
- b. Recommendation from the Landscape Committee - None**
- c. Recommendation from the Architectural Control and Standards Committee - None**

d. **Approve the Review of the United Sub-Leasing and Transfer of Trust Documents Approved in April 2023, and such review is hereby ratified.**

e. **Recommendation from the Finance Committee – None**

(1) Approve a Resolution for Recording a Lien against Member ID # 947-372-14

RESOLUTION 01-23-24

Recording of a Lien

WHEREAS, Member ID 947-372-14; 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, May 9, 2023, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-372-14 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.

f. Update GRF Committee Assignments

RESOLUTION 01-23-25

Golden Rain Foundation Committee Appointments

RESOLVED, May 9, 2023, 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 Community Activities Committee

Diane Casey
Pearl Lee

GRF Finance

Azar Asgari
Thomas Tuning

GRF Landscape Committee

Diane Casey
Sue Quam

GRF Maintenance & Construction

Lenny Ross
Mary Simon

Clubhouses & Facilities Renovation Ad Hoc Committee

Anthony Liberatore
Mary Simon

GRF Media and Communications Committee

Maggie Blackwell
Sue Quam

GRF Mobility and Vehicles Committee

Azar Asgari
Alison Bok

GRF Security and Community Access

Maggie Blackwell
Cash Achrekar

Disaster Preparedness Task Force

Anthony Liberatore
Cash Achrekar

Laguna Woods Village Traffic Hearings

Cash Achrekar
Pearl Lee

Purchasing Ad Hoc Committee

Thomas Tuning
Lenny Ross

Information Technology Advisory Committee

Diane Casey
Mary Simon

Broadband Ad Hoc Committee

Diane Casey
Alison Bok
Maggie Blackwell

Website Ad Hoc Committee

Anthony Liberatore
Azar Asgari

Compliance Ad Hoc Committee

Maggie Blackwell

Pearl Lee

RESOLVED FURTHER, that Resolution 01-23-12, adopted March 14, 2023,

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

Director ~~Seto~~ Simon made a motion to approve the Consent Calendar. Director Asgari seconded.

Hearing no changes or objections, the motion to approve the Consent Calendar was approved unanimously.

12. Unfinished Business - None

13. New Business

a. United Mutual Town Hall Meeting Report, April 14, 2023

Director Asgari provided updates regarding the Town Hall meeting that occurred on April 14, 2023.

Director Blackwell commented on what will be discussed on the agenda for the Town Hall Meeting on Friday, May 12, 2023.

Discussion ensued among the Board regarding potential topics regarding the June 2023 Town Hall Meeting.

b. Entertain a Motion to Approve the 2023 Updated Annual Election Schedule and Approve a Resolution Appointing the Inspector of Elections

RESOLUTION 01-23-26

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, May 9, 2023, that the Board of Directors of United Laguna Woods Mutual hereby approves awarding a contract to UniLect Corporation to perform inspector of election services for the 2023 Annual Election of Directors; and

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

Director Bok made a motion to approve the 2023 Updated Annual Election Schedule and Approve a Resolution Appointing the Inspector of Elections. Director Lee seconded.

Hearing no changes or objections, the motion was called to a vote and passed 10-1. Director Achrekar abstained.

c. Entertain a Motion to Approve Supplemental Appropriation for Damage Restoration Reimbursement Backlog Case Load

RESOLUTION 01-23-27

Supplemental Appropriation for Damage Restoration Reimbursement Backlog Case Load

WHEREAS, there is a backlog of more than 310 damage restoration events between 2020 and 2022 that may have been caused by a shareholder's alteration or negligence; and

WHEREAS, each case in the backlog requires a responsibility evaluation to take place per Civil Code §5855, in order to impose a reimbursement assessment to the member; and

WHEREAS, the potential amount recovered to the mutual is estimated at approximately \$1.5 million; and

WHEREAS, the amount of staff time it will take to complete a responsibility evaluation for each of the backlogged cases exceeds the resources of existing staff; and

WHEREAS, a supplemental appropriation in the amount of \$160,680 is needed to engage temporary staffing services to complete the evaluation of the backlogged cases;

NOW THEREFORE BE IT RESOLVED, on May 9, 2023, the Board of Directors of this Corporation hereby authorize a supplemental appropriation in the amount of \$160,680 to be funded from the Operating Fund, for temporary staffing services to assist with processing the backlog of reimbursement cases resulting from damage restoration events; 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.

Director Tuning made a motion to approve the resolution for Supplemental Appropriation for Damage Restoration Reimbursement Backlog Case Log. Director Asgari seconded.

Damage Restoration Manager, Jay Allen, addressed and answered questions regarding the Damage Restoration Reimbursement Backlog Case Log.

Hearing no changes or objections, the motion was called to a vote and passed unanimously.

14. Director Comments (Two minutes per director)

- Director Lee commented on the Laguna Woods Village Foundation, and addressed where the donation to the foundation comes from.

15. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Asgari. The Committee met on April 25, 2023; next meeting May 30, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Treasurer’s Report – April
 - (2) United Finance Committee Report – April
 - (3) Resales/Leasing Reports – April
 - (4) Report of the Private Loan Research Ad Hoc Committee – Director Asgari. The Ad Hoc Committee met on April 20, 2023.
 - (5) Report of the Budget Workshop – President Ross. The Committee met on March 29, 2023; next meeting TBA.
 - (6) Report of the 2022 Select Audit Task Force – Director Tuning. The Task Force met on April 6, 2023; next meeting TBA.
 - (7) Report of the United Board 2022 Annual Audit – Director Tuning. The Task Force met on April 6, 2023; next meeting TBA.
- b. Report of the Architectural Controls and Standards Committee – Director Liberatore. The Committee met on January 19, 2023; next meeting May 18, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
- c. Report of Member Hearings Committee – Director Lee. The Committee met on; April 13, 2023; next meeting May 11, 2023, 9:00 a.m. in the Sycamore Room and as a virtual meeting.
- d. Report of the Governing Documents Review Committee – Director Blackwell. The Committee met on April 20, 2023; next meeting May 18, 2023, 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 April 24, 2023; next meeting May 22, 2023, 1:30 p.m. in the Board Room and as a virtual meeting.

(1) Landscape Committee Ad Hoc

- f. Report of the Maintenance & Construction Committee – President Ross. The Committee met on April 26, 2023; next meeting June 28, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.

- g. Report of the United Resident Advisory Committee – Director Liberatore. The committee met on April 13, 2023; next meeting May 11, 2023, at 4:00 p.m. in the Elm Room and as a virtual meeting.

- h. Report of the United New Resident Orientation Committee – Director Blackwell. The Committee met on May 10, 2023; next meeting June 2, 2023, at 9:00 a.m. in the Board Room.

16. GRF Committee Highlights

- a. Report of the GRF Finance Committee – Director Asgari. The committee met on April 19, 2023; next meeting June 21, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

- b. Report of the Community Activities Committee – Director Lee. The committee met on April 13, 2023; next meeting May 11, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

- c. Report of the GRF Landscape Committee – Director Quam. The committee met on February 8, 2023; next meeting May 10, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

- d. Report of the GRF Maintenance & Construction Committee – Director Simon. The committee met on April 12, 2022; next meeting June 14, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.

(1) Clubhouse (Facilities) Ad Hoc Committee – Director Simon. The Ad Hoc Committee met March 15, 2023; next meeting TBA.

- e. Report of the Media and Communication Committee – Director Quam. The committee met on February 22, 2023; next meeting May 15, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

(1) Website Ad-Hoc Committee – Director Asgari. The committee met on April, 2023; next meeting May 12, 2023, at 12 p.m. as a virtual meeting.

- (2) Broadband Ad Hoc Committee – Director Casey. The committee met on April 17, 2023; next meeting May 23, 2023, at 10 a.m. in the Sycamore Room
- f. Report of the Mobility and Vehicles Committee – Director Bok. The Committee met on February 1, 2023; next meeting June 7, 2023, at 1:30 p.m. in the Board Room.
- g. Report of the Security and Community Access Committee – Director Blackwell. The Committee met on April 26, 2023; next meeting June 28, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Laguna Woods Village Traffic Hearings – Director Achrekar. The Traffic Hearings were held on April 19, 2023; next hearings on May 17, 2023, at 9:00 a.m. in the Board Room.
 - (2) Report of the Disaster Preparedness Task Force – Director Liberatore. The Task Force met on March 28, 2023; next meeting May 30, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (3) Report of the Compliance Ad Hoc Committee – Director Blackwell. The Committee met on April 3, 2023; next meeting May 3, 2023, at 1:30 p.m. in the Sycamore Room.
- h. Report of the Information Technology Advisory Committee – Director Casey. The Committee met on April 28, 2023; next meeting TBA.

17. Future Agenda Items – None

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 12:31 p.m. into the Closed Session.

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

Approval of Agenda

Approval of the Following Meeting Minutes;

(a) April 11, 2023 – Regular Closed Session

(b) April 17, 2023 – Special 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

The meeting was adjourned at 4:25 p.m.

DocuSigned by:
Mary Simon
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Mary Simon, Secretary of the Board
United Laguna Woods Mutual

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SPECIAL OPEN MEETING

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

**Thursday, May 25, 2023 - 10:00 a.m.
Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

Directors Present: Lenny Ross, Anthony Liberatore, Azar Asgari, Thomas Tuning, Diane Casey, Alison Bok, Maggie Blackwell, Sue Quam

Directors Absent: Mary Simon, Pearl Lee

Staff Present: Siobhan Foster, Paul Nguyen, Makayla Schwiertert, Catherine Laster, Carlos Rojas

Candidates Present: Cash Achrekar, Catherine Brians, Martin Roza

Others Present: GRF – Debbie Dotson, Joan Milliman, Elsie Addington

1. Call Meeting to Order / Establish Quorum

President Ross called the meeting to order at 10:01 a.m. and established that a quorum was present.

2. State Purpose of Meeting – President Ross

President Ross stated the purpose of the meeting.

3. Approval of the Agenda

Director Bok made a motion to approve the agenda. Director Casey seconded.

Hearing no changes or objections, the amended Agenda was approved unanimously.

4. Introduction of United Candidates

President Ross introduced the United GRF Candidates:

- Cash Achrekar
- Catherine Brians
- Martin Roza

5. Candidate Opening Statements

The candidates were given two minutes to give an opening statement.

6. Candidate Interviews

The candidates were given 1-2 minutes to answer questions from the board.

Director Asgari left the meeting at 11:08 a.m.

7. Candidate Closing Statements

The candidates were given 2 minutes to give a closing statement.

8. Entertain a Motion to commence Balloting

Director Tuning made a motion to commence balloting. Director Bok seconded.

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

9. Entertain a Motion to Cease Balloting

Director Tuning made a motion to cease balloting. Director Liberatore seconded.

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

10. Tabulation of Ballots and Announce Results – Corporate Secretary

Corporate Secretary, Makayla Schwiertert, tabulated the ballots and announced the results.

- Cash Achrekar – 0 votes
- Catherine Brians – 3 votes
- Martin Roza – 5 votes

Martin Roza was elected to a term ending in December 2024.

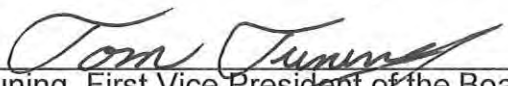
11. Member Comments - None

12. Director Comments

- Director Casey commented on yesterday's budget meeting.
- Director Blackwell commented on confidentiality of closed meetings.
- Director Quam commented on the term "Pledge".

13. Adjournment

The meeting was adjourned at 11:27 a.m.


Tom Tuning, First Vice President of the Board
United Laguna Woods Mutual



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, May 25, 2023, 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: Lenny Ross, Maggie Blackwell, Pearl Lee, Alison Bok, Azar Asgari, Thomas Tuning, Anthony Liberatore, Diane Casey, Sue Quam, Cash Achrekar

Directors Absent: Mary Simon

Staff Present: Siobhan Foster-CEO, Makayla Schwietert, Paul Nguyen, Carlos Rojas

Others Present: None

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

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

2. Approval of the Agenda

President Ross called for an approval of the agenda.

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

Hearing no changes or objections, the agenda was approved by consent.

3. Discuss and Consider Items for the United Board Regular Meeting (open and closed sessions) on June 13, 2023

Directors Casey and Quam entered the meeting at 2:02 p.m.

Director Blackwell made a motion to approve the open agenda. Director Asgari seconded.

Hearing no changes or objections, the motion to approve the open agenda was approved by unanimous consent.

Director Achrekar entered the meeting at 2:19 p.m.


Director Blackwell made a motion to approve the closed agenda. Director Casey seconded.

Hearing no changes or objections, the motion to approve the closed agenda was approved by unanimous consent.

4. Director Comments - None

5. Adjournment

President Ross adjourned the meeting at 2:50 p.m.

DocuSigned by:

C44A22AA699D4F0...

Tom Tuning, 1st Vice President of the
United Mutual Laguna Woods



RESOLUTION 01-22-XX

Deny Removal of one Canary Island Pine tree 118-U Via Estrada

WHEREAS, February 12, 2013, that the Board of Directors adopted Resolution 01-13-17, 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 May 22, 2023, the Landscape Committee reviewed a request from the Member at 118-U to remove one Canary Island Pine tree, the reasons cited are overgrown, litter/debris, needles on the patio, the tree is too close to the unit and it is leaning; and

WHEREAS, staff inspected the condition of the tree and found it to be in fair health with an unbalanced canopy due to clearance trimming and the close proximity to another Canary Island Pine tree; 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 Canary Island Pine tree located at 118-U Via Estrada;

NOW THEREFORE BE IT RESOLVED, June 13, 2023, the Board of Directors denies the request for the removal of one Canary Island Pine tree located at 118-U; 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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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 May 31, 2023.

- _____ 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 conform to established rules and regulations.

UNITED LAGUNA WOODS MUTUAL

UNITED LAGUNA WOODS MUTUAL

Signature *Anthony M. Liberatoro*

Signature _____

Print Name Anthony M. Liberatoro

Print Name _____

Title DIRECTOR

Title _____

Date 06/05/2023

Date _____

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 May 31, 2023.

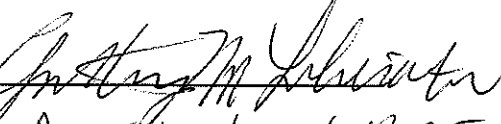
- _____ Staff report
- _____ Financial qualifications met
- _____ Attorney opinion letter
- _____ Membership certificate; death certificate (if applicable)
- _____ Credit report, FICO score
- _____ Background check
- _____ Emergency / CodeRed form
- _____ Criminal record
- _____ Age verification

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

UNITED LAGUNA WOODS MUTUAL

Signature _____



Signature _____

Print Name _____

ANTHONY M. LIBERATORI

Print Name _____

Title _____

DIRECTOR

Title _____

Date _____

6/5/2023

Date _____



RESOLUTION 01-23-XX

Recording of a Lien

WHEREAS, Member ID 947-361-58; 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, June 13, 2023, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-361-58 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 01-23-XX

Recording of a Lien

WHEREAS, Member ID 947-400-14; 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, June 13, 2023, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-400-14 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 01-23-XX

United Laguna Woods Mutual Committee Appointments

RESOLVED, June 13, 2023, that the following persons are hereby appointed to serve the Corporation in the following capacities:

Architectural Controls and Standards Committee

Anthony Liberatore (Chair)

Maggie Blackwell

~~Mary Simon~~

Finance Committee

Azar Asgari, Chair

Thomas Tuning

Alison Bok

Non-Voting Advisors: Mike Daillak, Robert Radus

Governing Documents Review Committee

Maggie Blackwell (Chair)

Diane Casey

Sue Quam

Non-Voting Advisors: Dick Rader, Juanita Skillman, Mary Stone

Landscape Committee

Diane Casey (Chair)

Sue Quam

Anthony Liberatore

Non-Voting Advisors: Ann Beltran, Mary Sinclair

Landscape Tree Ad Hoc

Diane Casey (Chair)

Non-Voting Advisors: Cheryl Nielsen, Mary Sinclair, Ken Benson,
Jack Salvador, Carl Randazzo, Robert Reyes

Maintenance and Construction Committee

Lenny Ross (Chair)

~~Mary Simon~~

Alison Bok

Members Hearing Committee

Pearl Lee (Chair)

Thomas Tuning

Alison Bok

New Resident Orientation

Maggie Blackwell
Cash Achrekar (Chair)
Pearl Lee

Resident Advisory Committee

Anthony Liberatore (Chair)
Pearl Lee
Cash Achrekar

Investment Ad Hoc Committee

Azar Asgari, (Chair)
Alison Bok
Members: Ken Benson, Mike Dailak, Robert Cunningham

Loan Ad Hoc Committee

Azar Asgari (Chair)
Non-Voting Advisor: Manny Robledo
Members: Ken Benson, Eric Carlson, Richard Lapoint, Robert Tucker

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 01-23-11, adopted March 14, 2023, 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 01-23-XX

Golden Rain Foundation Committee Appointments

RESOLVED, June 13, 2023, 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 Community Activities Committee

Diane Casey
Pearl Lee

GRF Finance

Azar Asgari
Thomas Tuning

GRF Landscape Committee

Diane Casey
Sue Quam

GRF Maintenance & Construction

Lenny Ross
~~Mary Simon~~

Clubhouses & Facilities Renovation Ad Hoc Committee

Anthony Liberatore
~~Mary Simon~~

GRF Media and Communications Committee

Maggie Blackwell
Sue Quam

GRF Mobility and Vehicles Committee

Azar Asgari
Alison Bok

GRF Security and Community Access

Maggie Blackwell
Cash Achrekar

Disaster Preparedness Task Force

Anthony Liberatore
Cash Achrekar

Laguna Woods Village Traffic Hearings

Cash Achrekar
Pearl Lee

Purchasing Ad Hoc Committee

Thomas Tuning
Lenny Ross

Information Technology Advisory Committee

Diane Casey
~~Mary Simon~~

Broadband Ad Hoc Committee

Diane Casey
Alison Bok
Maggie Blackwell

Website Ad Hoc Committee

Anthony Liberatore
Azar Asgari

Compliance Ad Hoc Committee

Maggie Blackwell
Pearl Lee

Finance Advisory Group

Tom Tuning

RESOLVED FURTHER, that Resolution 01-23-25, adopted May 9, 2023,

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



Resolution 01-23-XX

APPOINTMENT OF OFFICERS

RESOLVED, on June 13, 2023, pursuant to United Laguna Woods Mutual Bylaws Article 9 which sets guidelines, terms and responsibilities for the election of Officers to this Corporation the following persons are hereby elected to the office indicated next to their names to serve:

Lenny Ross	President
Thomas Tuning	1 st Vice President
Alison Bok	2 nd Vice President
XX	Secretary
Azar Asgari	Treasurer

RESOLVED FURTHER, that the following Staff person is hereby appointed as ex Officio officer of this Corporation:

Siobhan Foster	Vice President ex Officio
Carlos Rojas	Assistant Secretary ex Officio
Steve Hormuth	Assistant Treasurer ex Officio

RESOLVED FURTHER, that Resolution 01-23-10, adopted March 13, 2023, is hereby superseded and cancelled; 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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United Laguna Woods Mutual
Finance Committee
May 30, 2023

ENDORSEMENT (to board)

Transfer of 2022 Operating Fund Surplus to Contingency Fund

Pam Jensen, Controller, presented a staff report recommending the Board to approve a \$32,246 surplus transfer from the Operating Fund to the Contingency Fund. In accordance with California Civil Code, a Common Interest Development shall not retain significant operating surplus.

The motion passed by unanimous decision to accept this recommendation and present at the next Board meeting.

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STAFF REPORT

DATE: June 13, 2023
FOR: Board of Directors
SUBJECT: Operating Surplus Transfer

RECOMMENDATION

Staff recommends approval of a \$32,246 transfer from the Operating Fund to the Contingency Fund due to the Operating Fund surplus in 2022.

BACKGROUND

United's annual business plan is approved each year with zero anticipated Operating Fund (OPR) surplus or deficit. If actual OPR revenues exceed OPR expenses at the close of the fiscal year, IRS Revenue Ruling 70-604 requires the surplus to either be returned to the membership or be applied to next year's assessment. Historically, surpluses have been transferred to the Contingency Fund (CNF).

DISCUSSION

United ended the 2022 fiscal year with \$24,146,402 in OPR Revenues and \$24,267,554 in OPR Expenses (less unrealized gain in voting interest in GRF), a net OPR deficit of \$121,152. After subtracting depreciation, this results in a slight net operating surplus of \$32,246. Staff recommends applying a consistent approach to operating surplus as below.

Operating Fund Surplus: Transfer OPR → CNF

FINANCIAL ANALYSIS

The balance in the Operating Fund as of April 30, 2023 was \$56,981,352 allowing sufficient funds available for the \$32,246 transfer.

Prepared By: Jose Campos, Assistant Director of Financial Services

Reviewed By: Pam Jensen, Controller

Attachment(s):

Attachment 1: Resolution 01-23-XX

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RESOLUTION 01-23-XX

WHEREAS, in accordance with California Civil Code, a Common Interest Development shall not retain significant operating surplus (funds that are not needed to defray current operating costs); and

WHEREAS, The United Laguna Woods Mutual Balance Sheet as of December 31, 2022 reflected an operating surplus from prior year in the amount of \$32,246 (net of depreciation) and the Board desires to return this amount to the member by way of a transfer the Contingency Fund;

NOW THEREFORE BE IT RESOLVED, June 13, 2023 that the Board of Directors of this corporation hereby authorizes the transfer of \$32,246 from accumulated operating surplus to the Contingency Fund; 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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Treasurer's Report for April 11, 2023 Board Meeting

SLIDE 1 – Through the reporting period of **February 28, 2023**, total revenue for United was \$8,657K compared to expenses of \$7,364K, resulting in net revenue of \$1,293K.

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 \$546K through the reporting period. This chart shows how much of our revenue went into operations, with \$3,953K coming in from assessments and \$311K coming from non-assessment revenue. This is compared to operating expenditures of \$3,718K (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 \$1,175K when combining both operating and reserve savings.

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

Outside Services \$596K; Favorable variance primarily resulted from timing of expenditures and rain affecting the following areas:

Waste Line Remediation

Favorable variance due to invoice timing of scheduled work compared to budget spread. Work is in progress and 19 buildings were completed through February.

Electrical System Replacement

Favorable variance due to timing of invoices for work compared to budget spread. Although work began at the beginning of the year, invoices weren't received until March.

Tree Maintenance

Favorable variance due to invoice timing of scheduled work compared to budget spread. Invoices have been entered as of March mitigating the variance.

Roof Replacements

Favorable variance due to rain. Scheduled work includes preventative roof repairs for roofs over 10 years old. Due to heavy rainfall at the start of 2023, work has been postponed and is expected to begin once weather permits.

Employee Compensation \$331K; Favorable variance resulted primarily in the Landscape and M&C departments due to open positions. Impacted areas include grounds maintenance, irrigation, tree maintenance, plumbing, paint, interior components, and carpentry. Recruitment is in progress to fill in current open positions. Grounds maintenance contracted shrub-bed maintenance to outside vendors for the pruning/weeding cycle as they continue to fill open positions.



Treasurer's Report for April 11, 2023 Board Meeting

Investment Income \$100K; Favorable variance resulted from higher rates of return received on treasury bill investments than anticipated at the time of budget preparation.

Materials and Supplies \$39K; Favorable variance resulted primarily from rain and timing of expenditures in the M&C and Landscape departments affecting the areas of exterior paint programs, pest control spraying jobs, and kitchen and bath countertop replacements.

Utilities and Telephone (\$39K); Unfavorable variance primarily due to an under accrual at year end in 2022 of sewer and water. Additionally, electricity rates were higher than anticipated at the time of budget preparation. Trash remained within budget.

SLIDE 5 – On this pie chart, we show non-assessment revenues earned to date of \$436K. Revenue is organized by category, starting with our largest revenue generating category: Investment Income, followed by Fees and Charges, Golf Cart Electric Fee, Laundry, Electric Vehicle Plug-In Fee, and so forth.

SLIDE 6– On this pie chart, we see the expenses to date of \$7,364K, showing that our largest categories of expense are for Employee Compensation and Property Tax followed by Insurance, Outside Services, Utilities, Materials and Supplies, and so forth. In 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 tax.

SLIDE 8 – Our fund balances are shown here. The Contingency Fund balance on February 28, 2023 was \$1,126K. Contributions collected totaled \$12K with no expenditures to date. The Reserve Fund balance on February 28, 2023 was \$17,416K. Contributions and investment revenue collected totaled \$2,101K while expenditures were \$1,395K. The Property Tax Fund balance on February 28, 2023 was (\$583K). Contributions and investment revenue collected totaled \$2,279K while expenditures were \$2,225K.

SLIDE 9 – We compare this to historical fund balances for the past five years on this chart, which have averaged \$19 Million.

SLIDE 10 – We have a slide here to show resale history from 2021 - 2023. Through February 28, 2023, United resales totaled 39, which is 39 resales lower than the prior year for the same time period. The average YTD resale price for a United Mutual manor was \$310K, which is \$5K higher than prior year for the same time period.

Financial Report

Preliminary as of February 28, 2023



INCOME STATEMENT (in Thousands)	ACTUAL
Assessment Revenue	\$8,221
Non-assessment Revenue	\$436
Total Revenue	\$8,657
Total Expense	\$7,364
Other Changes	\$0
Net Revenue/(Expense)	1,293

Financial Report

Preliminary as of February 28, 2023



OPERATING ONLY INCOME STATEMENT ¹ (in Thousands)	ACTUAL
Assessment Revenue	\$3,953
Non-assessment Revenue	\$311
Total Revenue	\$4,264
Total Expense ¹	\$3,718
Other Changes	0
Operating Surplus	\$546

1) Excludes depreciation

Financial Report

Preliminary as of February 28, 2023

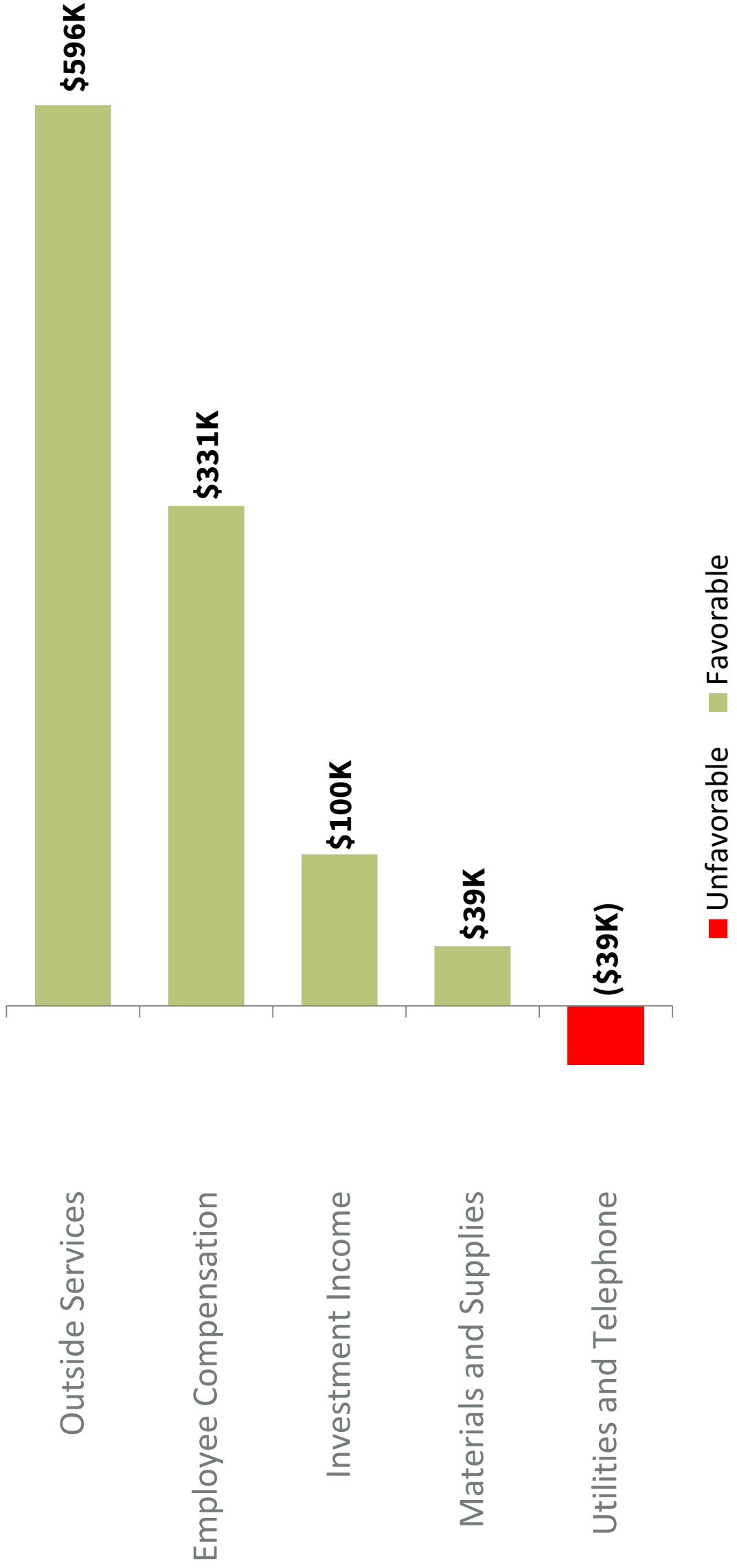


UNITED LAGUNA WOODS
M U T U A L

INCOME STATEMENT (in Thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$8,221	\$8,050	\$171
Non-assessment Revenue	\$436	\$315	\$121
Total Revenue	\$8,657	\$8,365	292
Total Expense	\$7,364	\$8,247	\$883
Other Changes	\$0	\$0	\$0
Net Revenue/(Expense)	\$1,293	\$118	\$1,175

Financial Report

Preliminary as of February 28, 2023

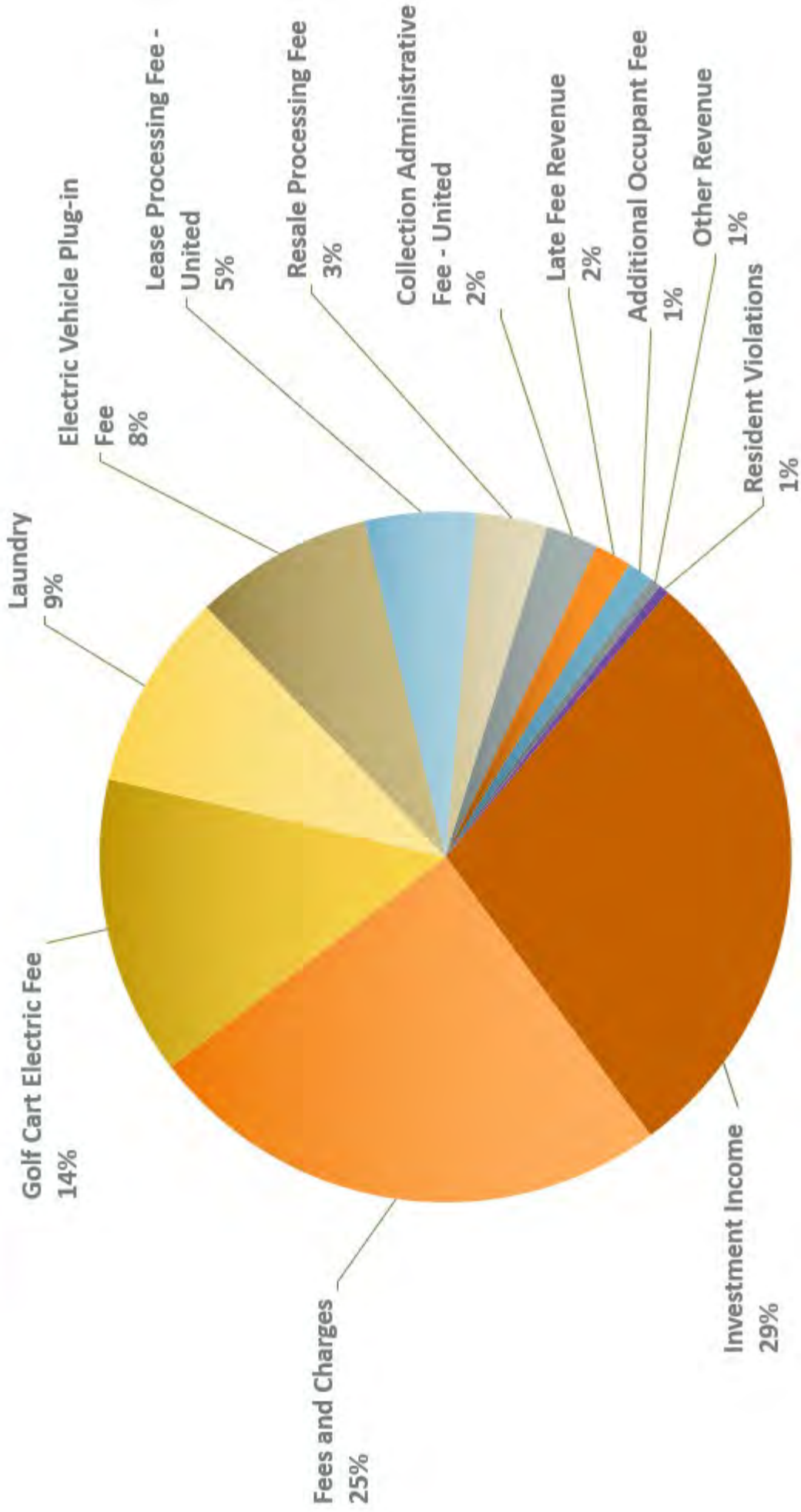




Financial Report

Preliminary as of February 28, 2023

Total Non Assessment Revenues \$436,374



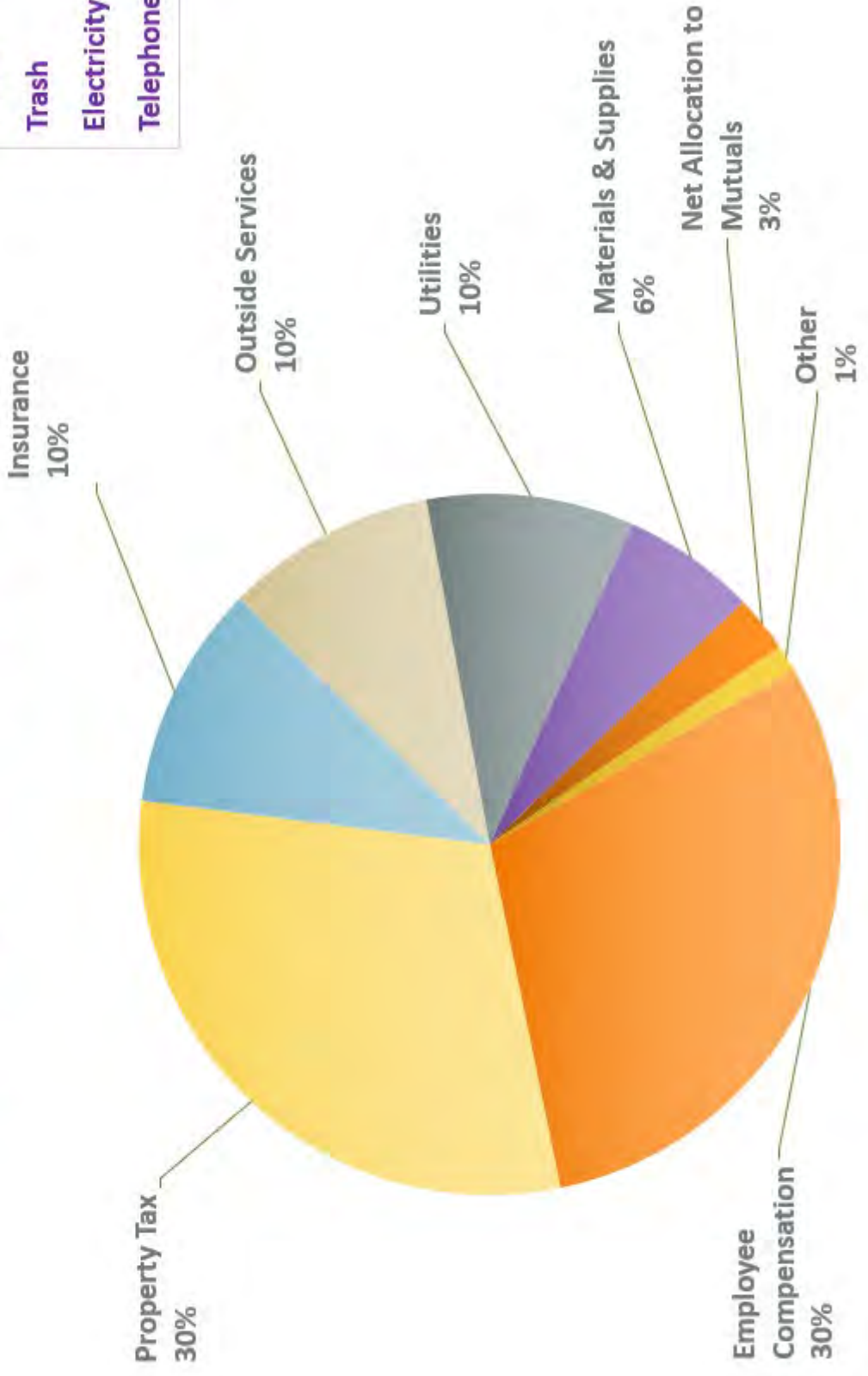
Financial Report

Preliminary as of February 28, 2023



UNITED LAGUNA WOODS
M U T U A L

Total Expense \$7,363,932



Water	\$242,886
Sewer	\$275,874
Trash	\$132,394
Electricity	\$52,722
Telephone	\$109

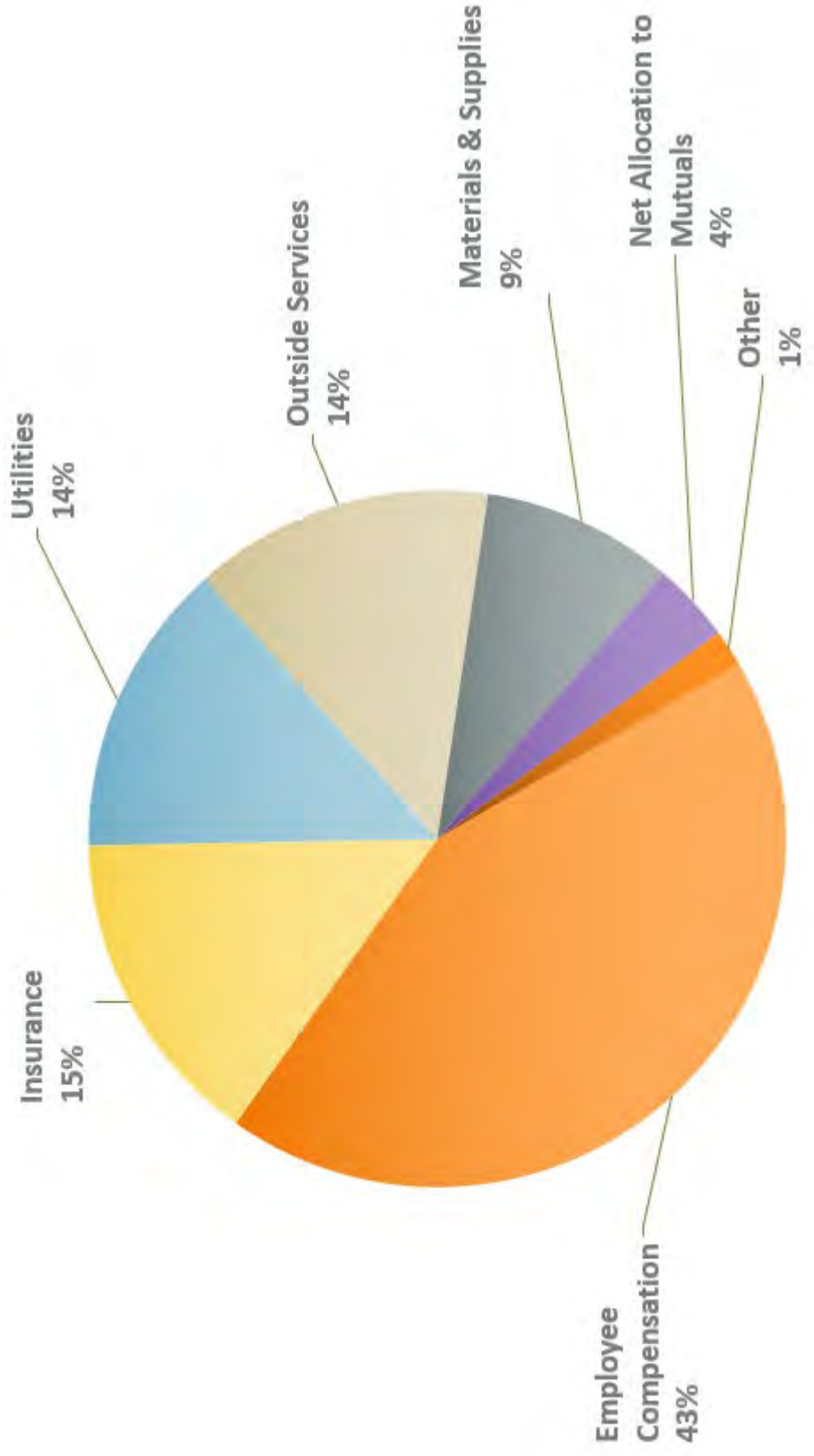
Financial Report

Preliminary as of February 28, 2023



UNITED LAGUNA WOODS
MUTUAL

Total Expenses Excluding Property Tax \$5,138,457



Financial Report

Preliminary as of February 28, 2023

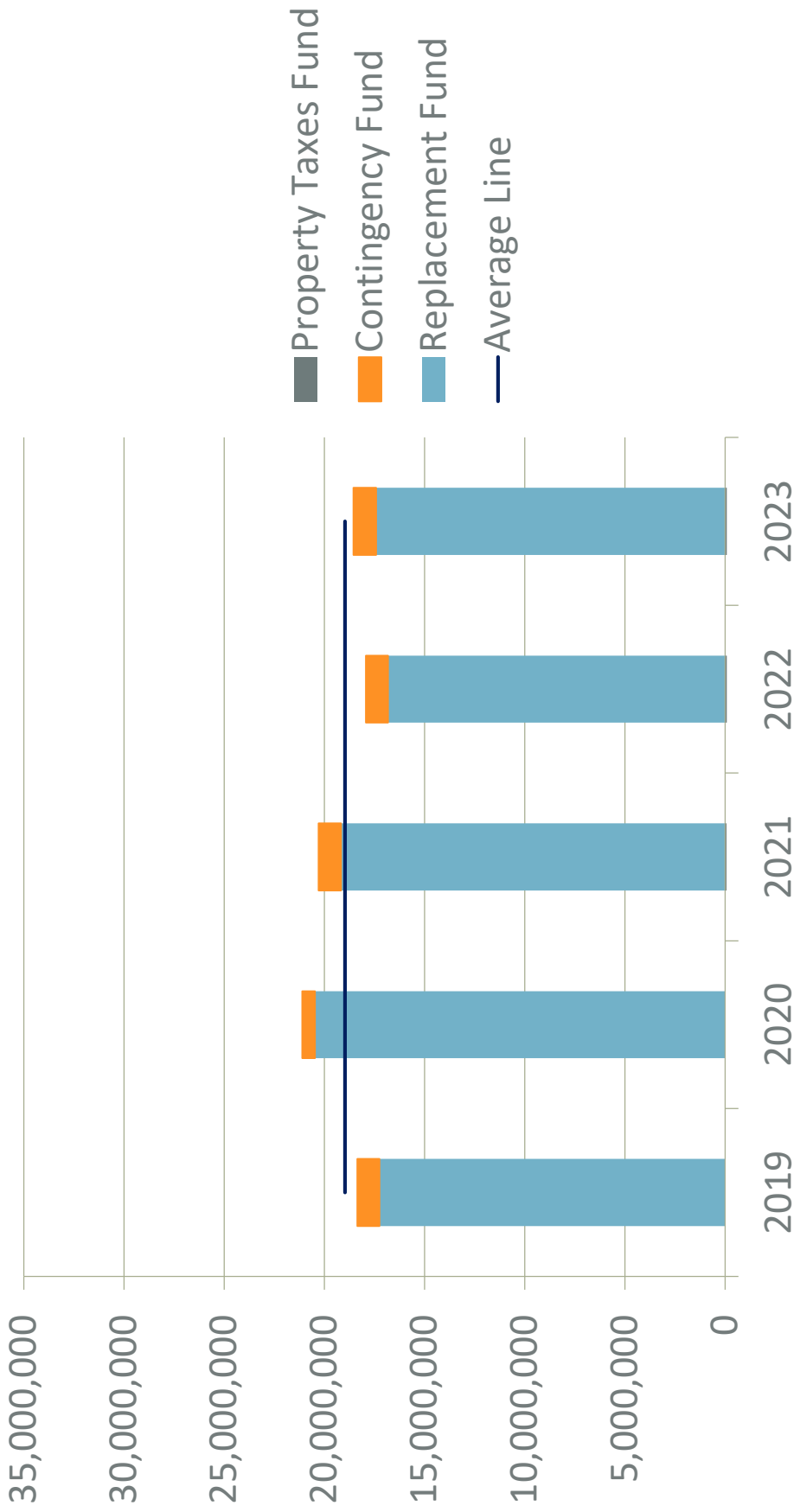


NON-OPERATING FUND BALANCES (in Thousands)	CONTINGENCY	RESERVE	PROPERTY TAX
Beginning Balances: 1/1/23	\$1,114	\$16,710	(\$637)
Contributions & Interest	12	2,101	2,279
Expenditures	0	1,395	2,225
Current Balances: 2/28/23	\$1,126	\$17,416	(\$583)

Financial Report

Preliminary as of February 28, 2023

FUND BALANCES – United Mutual



Financial Report

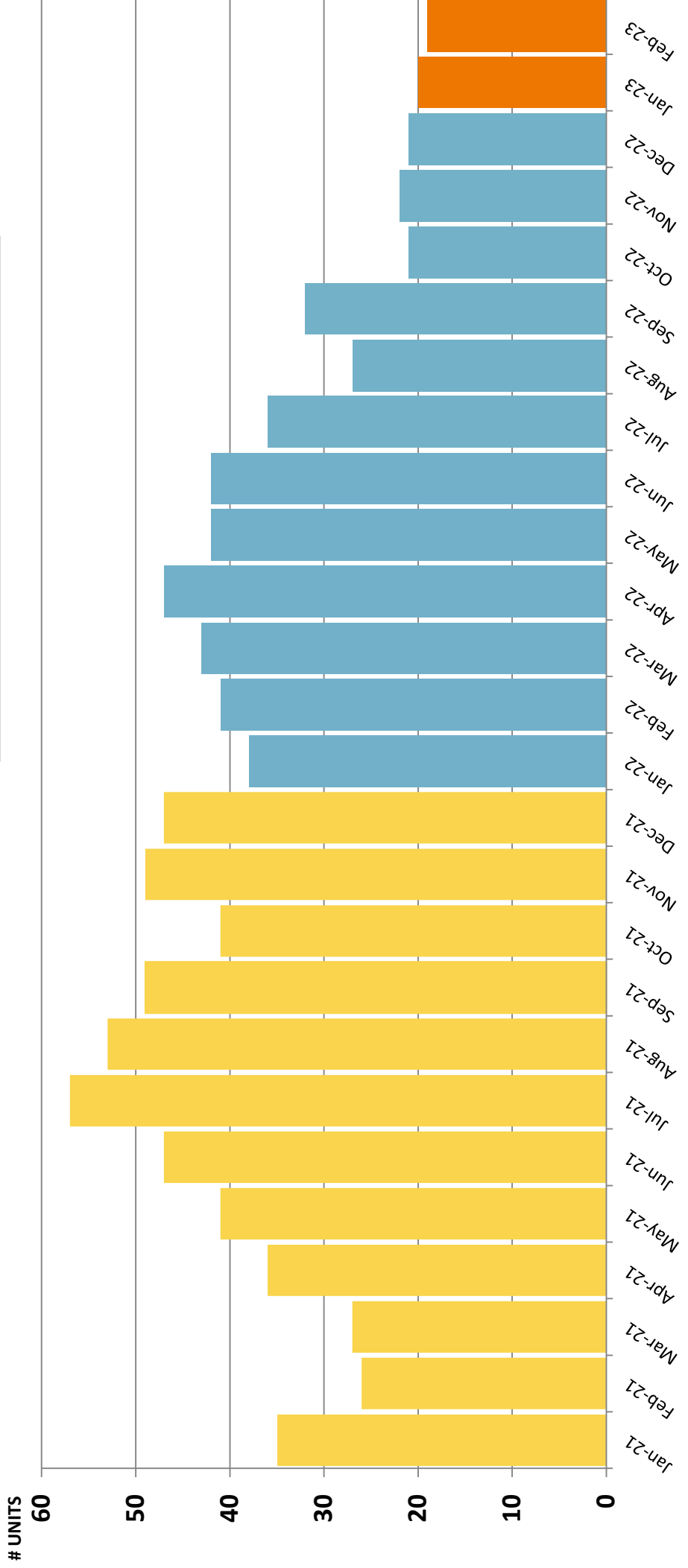
Preliminary as of February 28, 2023

RESALE HISTORY – United Mutual



UNITED LAGUNA WOODS
MUTUAL

	NO. OF RESALES	AVG. RESALE PRICE
YTD 2021	61	\$260,196
YTD 2022	78	\$304,951
YTD 2023	39	\$310,374





FINANCE COMMITTEE MEETING REPORT OF THE REGULAR OPEN SESSION

Tuesday, May 30, 2023 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: Azar Asgari – Chair, Alison Bok, Thomas Tuning

DIRECTORS ABSENT: None.

ADVISORS PRESENT: Mike Daillak

STAFF PRESENT: Jose Campos, Pam Jensen, Erika Hernandez

OTHERS PRESENT: United – Anthony Liberatore

Call to Order

Director Azar Asgari, Treasurer, chaired the meeting and called it to order at 1:30 p.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 approve the agenda as presented.

Approval of the Regular Meeting Report of April 25, 2023

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

Chair Remarks

Director Asgari stated that United mutual had begun the budget process. She recommended members reference the budget calendar and participate in the future budget meetings to have their voice heard as member comments are important and appreciated.

Member Comments (Items Not on the Agenda)

None.

Department Head Update

Jose Campos, Assistant Director of Financial Services, shared that United had kicked off their 2024 Business Plan development phase. He also stated that earlier in the day, the United board reviewed Maintenance and Construction along with General Services 2024 program budgets. He also shared details of the upcoming 2024 Business Plan meetings.

Review Preliminary Financial Statements dated April 30, 2023

The committee reviewed financial statements for April 30, 2023 and questions were addressed and noted by staff.

Compensation and Outside Services

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

2022 Operating Surplus/Deficit

Pam Jensen, Controller, presented a staff report recommending the Board to approve a \$32,246 surplus transfer from the Operating Fund to the Contingency Fund. In accordance with California Civil Code, a Common Interest Development shall not retain significant operating surplus.

The motion passed by unanimous decision to accept this recommendation and present at the next Board meeting.

Endorsements from Standing Committees

None.

Future Agenda Items

Cash Flow Forecast (June)

Committee Member Comments

None.

Date of Next Meeting

Tuesday, June 27, 2023 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 3:32 p.m.

DRAFT

Azar Asgari, Chair

Monthly Resale Report

PREPARED BY
Community Services Department

MUTUAL
United

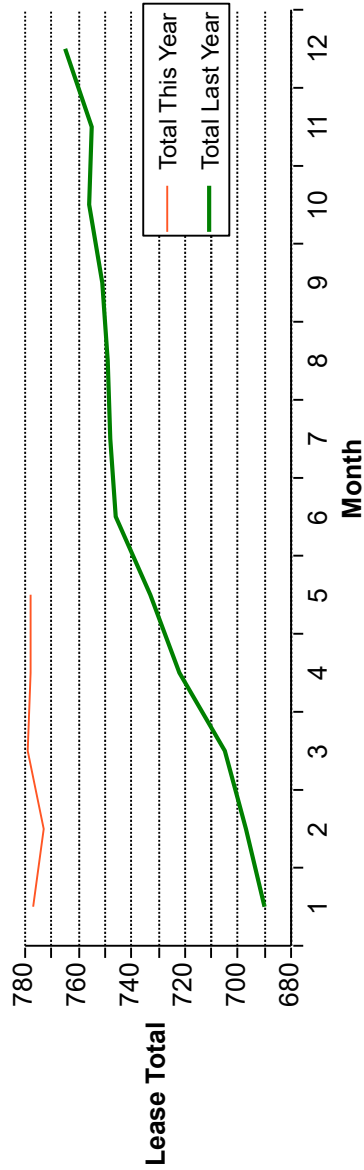
REPORT PERIOD
May, 2023

MONTH	NO. OF RESALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	20	38	\$5,864,000	\$11,905,094	\$293,200	\$313,292
February	19	40	\$6,223,400	\$11,864,401	\$327,547	\$296,610
March	38	43	\$12,609,900	\$13,513,900	\$331,839	\$314,277
April	27	47	\$9,637,487	\$16,880,200	\$356,944	\$359,153
May	32	42	\$11,772,700	\$16,042,396	\$367,897	\$381,962
June		*		* \$14,862,850		* \$353,877
July		*		* \$14,458,900		* \$401,636
August		*		* \$10,572,700		* \$391,581
September		*		* \$12,218,000		* \$381,813
October		*		* \$8,307,500		* \$395,595
November		*		* \$6,985,000		* \$317,500
December		*		* \$7,617,888		* \$362,757
TOTAL	136.00	210.00	\$46,107,487	\$70,205,991		
ALL TOTAL	136.00	411.00	\$46,107,487	\$145,228,829		
MON AVG	27.00	42.00	\$9,221,497	\$14,041,198	\$335,486	\$333,059
% CHANGE - YTD	-35.2%		-34.3%		0.7%	

% Change calculated (ThisYear - LastYear)/LastYear

* Amount is excluded from percent calculation

Monthly Active Leasing Report 2023 Period 5 (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
2023	January	22	40	159	556	777	690	12.3	10.9	1.4	58	17
2023	February	22	39	163	549	773	697	12.2	11.0	1.2	44	21
2023	March	23	39	177	540	779	705	12.3	11.1	1.2	57	27
2023	April	20	38	191	529	778	722	12.3	11.4	0.9	45	44
2023	May	16	33	213	516	778	733	12.3	11.6	0.7	47	41
2023	June						746					
2023	July						748					
2023	August						749					
2023	September						751					
2023	October						756					
2023	November						755					
2023	December						765					



**SPECIAL MEETING OF THE UNITED PRIVATE LOAN RESEARCH AD HOC
COMMITTEE
REPORT OF THE OPEN SESSION**

Wednesday, May 24 2023 – 3:00 p.m.
Laguna Woods Village Community Center
Sycamore Room

DIRECTORS/MEMBERS PRESENT: Azar Asgari – Chair, Robert Tucker, Richard LaPoint, Eric Carlson, Ken Benson

DIRECTORS/MEMBERS ABSENT: None.

STAFF PRESENT: Steve Hormuth, Pamela Bashline, Erika Hernandez

OTHERS PRESENT: None.

Call to Order

Director Azar Asgari, Treasurer, chaired the meeting and called it to order at 3:10 p.m.

Approval of Agenda

A motion was made to approve the agenda as presented. Hearing no objections, the agenda was approved.

Approval of the Meetings Reports for May 18, 2023

The members reviewed and approved the meeting reports as presented.

Chair Remarks

None.

Finalize the Non-Institutional Loan Package

The members reviewed the finalized drafts for the following items:

- 1) Security Agreement
- 2) Promissory Note
- 3) Non-Institutional Recognition Agreement

No further changes were suggested aside from minor clerical errors and formatting. Staff was directed to make such changes and email all three drafts to the Ad Hoc Committee members for a final review. Director Asgari shared that she will forward the drafts to Legal Counsel for final input.

Report of United Private Loan Research Ad Hoc Committee

Open Meeting

May 24, 2023

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Future Agenda Items

Adopt Legal Counsel Suggestion on the Non-institutional Agreement

Committee Member Comments

None.

Date of the Next Meeting

The next meeting date is To Be Determined.

Adjournment

The meeting adjourned at 4:30 p.m.

DRAFT

Azar Asgari, Chair



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

Tuesday, May 30, 2023 – 9:30 a.m.
Hybrid Meeting

DIRECTORS PRESENT: Thomas Tuning - Chair, Alison Bok, Azar Asgari, Diane Casey,
Cash Achrekar, Sue Quam

DIRECTORS ABSENT: Lenny Ross, Pear Lee, Maggie Blackwell, Mary Simon

ADVISORS PRESENT: None.

STAFF PRESENT: Siobhan Foster, Jose Campos, Manuel Gomez, Ian Barnett, Baltazar
Mejia, Robert Carroll,
Erika Hernandez

Call to Order

Director Thomas Tuning, First Vice President, chaired the meeting and called it to order at 9:40 a.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 approve the agenda as presented.

Director Asgari entered the meeting at 9:58am.

Chair Remarks

None.

Open Forum (Items Not on the Agenda)

Members commented on turf maintenance, window repairs and gutter cleanings, and emergency repair funds.

**Review of the Proposed 2024 Business Plan – Version 1 – Maintenance and
General Services**

Manuel Gomez, Director of Maintenance and Construction (M&C), presented Version 1 of 2024 M&C Budget and answered questions.

Report of United Special Board Meeting – Proposed 2024 Business Plan –Maintenance and General Services Review

May 31, 2023

Page 2 of 2

Director Asgari left the meeting at 11:03am.

Director Tuning called a 10-minute recess at 11:15am. The meeting resumed at 11:25am.

Robert Carroll, Director of General Services, presented the first version of 2024 General Services and answered questions.

Adjournment

The meeting adjourned at 11:40 a.m.

DRAFT

Thomas Tuning, Chair



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

Wednesday, May 31, 2023 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: Lenny Ross, Thomas Tuning, Alison Bok, Azar Asgari, Maggie Blackwell, Diane Casey, Sue Quam
DIRECTORS ABSENT: Pearl Lee, Cash Achrekar, Anthony Liberatore
ADVISORS PRESENT: Dick Radar
STAFF PRESENT: Siobhan Foster, Jose Campos, Kurt Wiemann, Ada Montesinos

Call to Order

Director Lenny Ross, President, chaired the meeting and called it to order at 1:30 p.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 approve the agenda as presented.

Chair Remarks

None.

Open Forum (Items Not on the Agenda)

Members commented on turf maintenance, window repairs and gutter cleanings, and emergency repair funds.

Review of the Proposed 2024 Business Plan – Version 1 - Landscape

Kurt Wiemann, Director of Landscape Services, presented the first version of 2024 Landscape Budget and answered questions.

Adjournment

The meeting adjourned at 3:50 p.m.

DRAFT

Lenny Ross, Chair

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OPEN MEETING

REGULAR MEETING OF THE UNITED LAGUNA WOODS MUTUAL
GOVERNING DOCUMENTS REVIEW COMMITTEE

Thursday, April 20, 2023 – 1:30 P.M.
BOARD ROOM/ VIRTUAL MEETING

Laguna Woods Village Community Center
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Maggie Blackwell – Chair, Diane Casey and Sue Quam

MEMBERS ABSENT: None

ADVISORS PRESENT: Juanita Skillman, Mary Stone and Dick Rader

ADVISORS ABSENT: None

STAFF PRESENT: Jacob Huanosto, Ruby Rojas, Pamela Bashline, Patty Kurzet and
Jeff Spies

CALL TO ORDER

Maggie Blackwell, Chair, called the meeting to order at 1:31 p.m.

APPROVAL OF THE AGENDA

Chair Blackwell made a motion to approve the agenda.

Without objection, the agenda was approved with changes.

APPROVAL OF MEETING REPORTS

Chair Blackwell made a motion to approve the meeting report for March 16, 2023.

Without objection, the minutes for March 16, 2023 were approved.

CHAIR'S REMARKS

Chair Blackwell stressed the importance of addressing Item 6a.

MEMBER COMMENTS

Members provided comments for the Committee addressing multiple topics.

ITEMS FOR DISCUSSION AND CONSIDERATION

Sublease/ Room Rental Policy

Ms. Patty Kurzet, Membership Services Coordinator, presented the Sublease Room Rental Policy for discussion. The Committee members made comments and asked questions. Committee members noted confusion and complexity of wording, and strongly urged simplification by having two separate policies: The Sublease Policy and a Room Rental policy.

The Committee elected to table the matter and consult with legal counsel regarding the assessment of appropriate fees applicable to subleasing a room in the United Laguna Woods Mutual.

Without objection, the motion passed.

Ms. Bashline, Ms. Kurzet and Mr. Spies left the meeting at 2:55 p.m.

Accommodations for Disabled Residents

Mr. Jacob Huanosto, Compliance Coordinator, presented the matter for discussion. The Committee members made comments and asked questions.

By consensus, the committee elected to forward the matter to be reviewed by the Architectural Control and Standards Committee and recommend that the variance process be amended to include reasonable accommodations.

Policy for Committee Meeting Rules

Mr. Jacob Huanosto, Compliance Coordinator, provided an overview of the matter. The Committee members made comments and asked questions. The Committee elected to table the matter to consult legal counsel regarding review of procedures for open and closed meetings.

Without objection, the motion passed.

CONCLUDING BUSINESS:

Committee Member Comments

None.

Future Agenda Items

- Accommodations for disabled Residents
- Policy for Committee Meetings Rules

Date of Next Meeting

The next meeting is scheduled for Thursday, May 18, 2023 at 1:30 p.m. in the Board Room.

Adjournment

With no further business before the Committee, Chair Blackwell adjourned the meeting at 3:56 p.m.

MABlackwell

MABlackwell (May 5, 2023 11:48 PDT)

Maggie Blackwell, Chair Item # 15d

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OPEN MEETING

REGULAR WORKSHOP OF THE UNITED LAGUNA WOODS
MUTUAL GOVERNING DOCUMENTS REVIEW COMMITTEE

Thursday, May 26, 2023 – 9:30 a.m.
BOARD ROOM/VIRTUAL MEETING

Laguna Woods Village Community Center
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Maggie Blackwell – Chair and Sue Quam

MEMBERS EXCUSED: Diane Casey

ADVISORS PRESENT: Mary Stone and Dick Rader

ADVISORS ABSENT: Juanita Skillman

STAFF PRESENT: Jacob Huanosto, Ruby Rojas, Pamela Bashline, Patty Kurzet and
Jeff Spies

CALL TO ORDER

Maggie Blackwell, Chair, called the meeting to order at 9:35 a.m.

APPROVAL OF THE AGENDA

Chair Blackwell made a motion to approve the agenda.

Without objection, the agenda was approved with changes.

ITEMS FOR DISCUSSION AND CONSIDERATION

Sublease/ Room Rental Policy

Ms. Pamela Bashline, Community Services Manager, presented the Sublease Room/ Rental Policy for discussion. The Committee members made comments and asked questions. Committee members noted confusion and complexity of wording, and strongly urged simplification by merging two policies: The Sublease Policy and a Room Rental policy.

The Committee discussed the matter and asked questions with edits suggested below.

II. Definitions

- Definition P – Replace Member with Shareholder throughout the document.
- Definition V- Change Resident to Resident/Lodger and define them as “a person contracting with a homeowner for a room within a dwelling/ unit that is occupied by homeowner.”

IV. Terms and Conditions

- #1- Replace rent a room with room rental.
- #2- Separate room rental from sublease cap to read: “The Term of a sublease may not be less than 30 days, nor may the term of a sublease exceed 12 months, subject to a Sublease Renewal. Consent to any other Subleasing Rental. The cap on total units is twenty-five percent (25%) or 1, 581 units.
- #5- Replace to continue to sublease or rent with shall require.
- #6- Remove the phrase: in the notice in Exhibit A
- #10-Remove the second mention of Governing Documents and combine statements to avoid redundancy.
- #13- Remove the last word renter and reference resolution number in clause.

Assignment of Rents

- #5- Remove Member and Sublessee or Renter acknowledge and agree that, as well as the last sentence.

B. Charges

- Replace Sublessee/ Renter with Renter/ Lodger.

E. Occupancy

- Switch #12 with #11

G. Alterations, Repairs and Maintenance

- #2: Paragraph #2 – Add rebate before abatement replace payable by Sublessee/ Renter hereunder or to any rebate of rent to Sublessee/ Renter, or and add to any damages and replace the comma.

Ms. Catherine B. Brians of 392-A Avenida Castilla provided a member comment stating the document may be difficult to read amongst Laguna Woods Village Residents that may have a language barrier – suggesting a Glossary to define parties.

The Committee elected to table the matter and consult with legal counsel regarding the edits suggested.

Mary Stone left the workshop at 9:49 a.m.

Policy for Committee Meeting Rules

The Committee elected to table the matter to consult legal counsel regarding review of procedures for open and closed meetings.

CONCLUDING BUSINESS:

Committee Member Comments

None.

Future Agenda Items

- Policy for Committee Meetings Rules

Date of Next Meeting

The next workshop is scheduled for Tuesday, May 30, 2023 at 1:30 p.m. in the Sycamore Room.

Adjournment

With no further business before the Committee, Chair Blackwell adjourned the meeting at 11:24 a.m.

DRAFT
Maggie Blackwell, Chair

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OPEN MEETING

REGULAR MEETING OF THE UNITED LAGUNA WOODS MUTUAL
GOVERNING DOCUMENTS REVIEW COMMITTEE

Thursday, May 30, 2023 – 1:30 p.m.
BOARD ROOM/ VIRTUAL MEETING

Laguna Woods Village Community Center
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Maggie Blackwell – Chair, Diane Casey and Sue Quam

MEMBERS ABSENT: None

ADVISORS PRESENT: Dick Rader

ADVISORS ABSENT: Mary Stone and Juanita Skillman

STAFF PRESENT: Blessilda Wright, Ruby Rojas, Pamela Bashline and Patty Kurzet

CALL TO ORDER

Maggie Blackwell, Chair, called the meeting to order at 1:34 p.m.

APPROVAL OF THE AGENDA

Chair Blackwell made a motion to approve the agenda.

Without objection, the agenda was approved with changes.

WORKSHOP ITEMS FOR DISCUSSION

Sublease/ Room Rental Policy

Ms. Pamela Bashline, Community Services Manager, presented the Sublease Room Rental Policy for discussion. The Committee members made comments and asked questions. Committee members noted confusion and complexity of wording, and strongly urged simplification by merging two policies: The Sublease Policy and a Room Rental policy.

The Committee elected to table the matter and consult with legal counsel regarding the changes suggested below:

II. Definitions

- Definition T- change to read “Room renter/Lodger does not have exclusive possession of the room; or shareholder may enter the room rental space”

VI. Terms and Conditions

G. Alterations, Repairs and Maintenance

Agenda Item # 15d (1)

Page 5 of 8

- #1- Add 'from United' after approval in first-sentence
- #2- Second-paragraph, first sentence: add or rent after abatement, remove rent payable by Sublessee/ Renter hereunder or to any rebate of rent to Sublessee/ Renter and add to any before damages.

I. Rights and Remedies

- #1 Remove: As a material part of the consideration to be rendered to Member under a Sublease/ Room Rental
- #2 & #3 Review to combine or reword
- #7 Add the word United before provisions

J. Enforcement

- First-paragraph, last-line- make guest plural in last line.
- #3- Change the first mention of guest to plural.

K. Eviction

- #1- Replace Sublease/ Rental Policy with Sublease/ Rental Agreement
- Reference Civil Code: 1946.5 to define a Renter as lodger- "lodger" is defined as a person contracting with a homeowner for a room within a dwelling unit that is personally occupied by the homeowner."
- Reference Civil Code: 1946 to stipulate "the homeowner must give the lodger a written termination notice. Typically, the homeowner must provide notice that is at least as long as the days between rent payments, not exceeding 30 days."
- Include Shareholder and Renter information sheet for United Member's reference in resale package.
- Include language to reiterate that the Room renter does not have exclusive possession of the room.

N. Time is Essence; Waiver

- Add of the after is in title of section.

Sublease/ Room Rental Application

- Include PO. BOX address and Leasing office location as other options for potential residents to submit application in first-section.
- Redact second-column to be clear enough to provide Sublessee/ Renter #1 ID No.
- Second page- replace Print with Sign in Sublessee/ Renter #1 and #2.
- Add clause stating that a room renter does not have exclusive possession of room.

Policy for Committee Meeting Rules

Ms. Blessilda Wright, Compliance Supervisor, provided an overview of the matter. The Committee members made comments and asked questions. The Committee elected to table the matter.

Without objection, the motion passed.

Date of Next Meeting

The next meeting is scheduled for Thursday, June 15, 2023 at 1:30 p.m. in the Board Room.

Adjournment

With no further business before the Committee, Chair Blackwell adjourned the meeting at 3:33 p.m.

DRAFT

Maggie Blackwell, Chair

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OPEN MEETING

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

**Monday, May 22, 2023 – 1:30 P.M.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Diane Casey, Sue Quam, Anthony Liberatore

COMMITTEE MEMBERS ABSENT: None.

OTHERS PRESENT: Vu Chu

ADVISORS PRESENT: Mary Sinclair, Ann Beltran

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call to Order

Director Liberatore called the meeting to order at 1:33 p.m. and immediately called for a recess. Chair Casey continued the meeting at 1:41 p.m.

2. Acknowledgment of Media

No media were present.

3. Approval of the Agenda

Director Quam made a motion to approve the agenda. Director Liberatore seconded. The agenda was approved unanimously.

4. Approval of the Meeting Report for April 24, 2023

Director Quam made a motion to approve the report. The committee was in unanimous support.

5. Chair's Remarks

Chair Casey apologized for arriving late.

6. Department Head Update

Mr. Wiemann informed the audience that landscaping services is making progress on the weed issue by hiring additional contract workers and spraying five times per week in lieu of the normal three times. Additionally, staff are spraying broadleaf in the lawns weekly.

6a. Project Log

Mr. Wiemann discussed the provided project log in detail. Members made comments and asked questions.

6b. Water Use Comparison Graph

Mr. Wiemann discussed the provided graph in detail. Members made comments and asked questions.

7. Member Comments (Items not on the agenda)

Topics included:

- Turf Reduction
- Unit specific requests and complaints
- Weeds

8. Response to Member Comments

Mr. Wiemann and members of the committee responded to the member comments.

Items for Discussion and Consideration

9. Tree Removal Request – 118-U Via Estrada

The Committee reviewed the Staff Report along with the provided attachments. Members made comments and asked questions.

Director Liberatore made a motion to accept staff recommendation to deny the request for removal of one Canary Island Pine tree located at 118-U Via Estrada. Director Quam seconded. The motion passed unanimously.

Concluding Business

11. Committee Member Comments

Various comments were made.

12. Date of Next Meeting – June 26, 2023 at 1:30 p.m.

13. Adjourned at 2:25 p.m.



OPEN MEETING

**REPORT OF THE REGULAR OPEN MEETING OF THE
UNITED LAGUNA WOODS MUTUAL
MAINTENANCE AND CONSTRUCTION COMMITTEE***

**Wednesday, April 26, 2023 - 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Lenny Ross – Chair, Alison Bok, Mary Simon

MEMBERS ABSENT: None

OTHERS PRESENT: **GRF:** Juanita Skillman

STAFF PRESENT: Manuel Gomez – Maintenance & Construction Director, Ian Barnette – Maintenance & Construction Assistant Director, Bart Mejia - Maintenance & Construction Assistant Director, Guy West – Projects Division Manager, Laurie Chavarria – Senior Management Analyst, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Ross 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 Agenda

Hearing no objection, the agenda was unanimously approved as written.

4. Approval of Meeting Report from February 22, 2023

Hearing no objection, the meeting report was unanimously approved as written.

5. Chair's Remarks

Chair Ross welcomed the committee, staff and members to the meeting.

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

- A member commented on various building materials and water shut-off notices.
- A member commented on the crosswalk at Majorca at Estrada.

Staff responded to the member's comments.

7. Department Head Update

Mr. Gomez recognized the contributions of Sandra Spencer, the M&C Department Administrative Assistant, in connection with National Administrative Professionals' Day. The committee also thanked Ms. Spencer for her efforts on behalf of the committee.

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.

The Project log and Solar Production Report were pulled for discussion.

8. Project Log

Mr. Gomez provided a brief description of each item on the project log and answered questions from the committee.

9. Solar Production Report

Mr. Mejia provided an overview of the Solar Production Report and answered questions from the committee. A supplement to the Solar Production Report detailing the Return On Investment (ROI) of the solar panel project was provided and discussed. Staff was directed to provide the ROI report via email to the entire United Board and to provide the committee with this report on an annual basis.

A motion was made and passed unanimously to approve the consent calendar.

Items for Discussion and Consideration:

10. SB326 Balcony Inspection Update

Mr. West provided an update on the SB326 inspection program via PowerPoint presentation and answered questions from the committee regarding the type of material that is inspected; typical issues and severity of issues found during inspection; potential causes of damage; and funding for the inspections and repairs.

Staff was directed to include details on the results of inspections on the project log.

11. 2024 Shepherd's Crook Program Recommendation

Mr. Gomez provided a recommendation for the 2024 Shepherd's Crook program. Discussion ensued regarding the selection of the recommended area for the next installation; decisions made by GRF and Third Mutual for future installations; and the Conditional Use Permit agreement with the City of Laguna Woods.

Staff was directed to email any reports concerning safety made to Security regarding the recommended installation area to the M&C Committee as soon as possible. In an effort to include an allocation for the 2024 budget, Mr. Gomez suggested the Chair address the topic at the initial budget meeting.

Staff was also directed to contact the City to inquire as to whether the CUP might be modified for 2024.

12. Water Heater Replacement Policy

Mr. Barnette detailed the water heater replacement policy via PowerPoint presentation and answered questions from the committee. Discussion ensued regarding the potential risk of replacing water heaters after the warranty expiration versus the potential savings of delaying those replacements. The committee agreed that the risk was too great and that the 10-year water heater replacement policy should not be changed. No action is required.

13. Building Sign Replacement Program

Mr. Barnette presented details on the program and detailed the costs for the expedited option. After a short discussion, the committee agreed that the practice of replacing the building number signs as part of the exterior paint program should not be changed. No action is required.

Items for Future Agendas: All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.

- Options for Improving Delivery of Hot Water to Individual Manors
- Exterior Paint Program – Chargeable Service for Painting Alterations

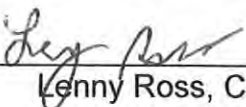
Concluding Business:

14. Committee Member Comments

- Chair Ross asked staff for an update on the backlog of cases for Damage Restoration reimbursement. Mr. Gomez responded that a supplemental appropriation for temporary staffing was approved by the United Finance Committee on April 25, 2023 and that the backlog of cases would begin to be addressed in June, 2023, providing the item is approved at the May 9, 2023 meeting of the United Board.
- Chair Ross requested that the Potential for Shared Costs During Remodeling be added to Future Agendas.
- Director Bok commented on existing mutual standards to prevent rodent intrusion into manors.

15. Date of Next Meeting: June 28, 2023

16. Recess - The meeting was recessed at 11:20 a.m.



Lenny Ross, Chair

Lenny Ross, Chair
Manuel Gomez, Staff Officer
Telephone: 949-268-2380



FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, April 19, 2023 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: James Hopkins – Chair, Elsie Addington, Donna Rane-Szostak, Andy Ginocchio, Azar Asgari, Thomas Tuning, Margaret Bennett

DIRECTORS ABSENT: None.

ADVISORS PRESENT: None.

STAFF PRESENT: Steve Hormuth, Jose Campos, Alison Giglio, Jennifer Murphy, Erika Hernandez

OTHERS PRESENT: GRF – Bunny Carpenter, Juanita Skillman, Yvonne Horton, Debbie Dotson, Egon Garthoffner

United – Lenny Ross, Alison Bok, Diane Casey

Third – Cris Prince, S.K. Park

Call to Order

Director James Hopkins chaired the meeting and was called to order at 1:32 p.m.

Acknowledgement of Media

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

Approval of Meeting Agenda

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

Approval of the Regular Meeting Report of February 15, 2023

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

Chair Remarks

Director Hopkins thanked community members for their attendance and briefly mentioned the fee review process.

Member Comments (Items Not on the Agenda)

Multiple members expressed their perspective regarding the newly installed LED flashing stop signs. A member requested that the board reverse the decision on the installation of the flashing

stop signs and asked for them to be removed. Another member stated that upon proposing the installation of flashing stop signs there was no substantial historical and statistical information.

A member requested for meetings to be broadcast on TV6.

A member requested the annual operating costs for the TV Station and asked the Board to place a hold on spending. Director Hopkins directed members to access the Laguna Woods Village website and review the 2023 Business Plan for more information.

Director Azar Asgari addressed the comments and concerns regarding the flashing stop signs and asked that the Board run some statistics before making a final decision before continuing the project. Additionally, Director Debbie Dotson shared that the project has been on-going for two years and research has been thoroughly conducted and stated that the Vision Club approached the Board requesting for help with navigating hazards in the community and asked that the members take into consideration of all members and reiterated that meetings are open and published online for members to access. She asked members to share ideas on methods to better communicate information to members if what is currently being done isn't sufficient. The board is receptive to all suggestions made by members.

Department Head Update

Steve Hormuth, Director of Financial Services, shared the completion of the KPMG audit resulting in a favorable opinion. The final audit report was accepted by the board on April 7, 2023 and financials will be mailed to members by the end of April. He briefly mentioned the start of the 2024 Business Plan development and the ongoing fee review conducted by staff.

Review Preliminary Financial Statements dated March 31, 2023

The committee reviewed the financial statements dated March 31, 2023. Questions were addressed and noted by staff.

Recreation Room Rental Fees

Director Hopkins presented a staff report proposing scheduled Room Rental Fee increases phased in over a span of three to four years beginning in January 1, 2024.

A motion was made to table the agenda item pending the appointment of an advisory committee with the purpose to understand and rationalize associated expenses, understand the formula and compare to past data and results to determine a workable solution for fee development. Director Elsie Addington moved and Director Margaret Bennett seconded. Discussion ensued.

Director Thomas Tuning amended the motion to table the agenda item pending the appointment of an advisory committee with the exception that members are allowed to comment on the agenda item. The amended motion passed by a 5-2 vote.

Multiple members expressed their perspective regarding Room Rental Fees. Staff addressed and noted follow up items to be discussed in a future meeting. No action was taken.

Endorsement from Standing Committees

Community Activities Committee – Equestrian Care Service Fees. Alison Giglio, Recreation and Special Events Director, presented a staff report recommending approval of additional equestrian care service fees and shared an estimated annual revenue of \$9,240. Director Thomas Tuning made a motion to approve and endorse staff's recommendation of additional equestrian care service fees. Director Addington seconded. Discussion ensued. Questions were addressed and noted by staff.

Hearing no objection, the motion passed unanimously and will be presented at the next board meeting.

Future Agenda Items None.

Committee Member Comments

Director Tuning thanks staff for providing data when they receive a request.

Director Andy Ginnochio proposed to include residents to participate in the advisory committee in effort to build credibility and trust with the members of the community and suggested to explore methods to increase supply to meet demand and maintain costs down.

Date of Next Meeting

Wednesday, June 21, 2023 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 3:40 p.m.

J w Hopkins _____

J w Hopkins (Apr 26, 2023 17:23 PDT) _____

James Hopkins, Chair

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OPEN MEETING

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

Thursday, May 11, 2023 – 1:30 p.m.
Board Room/Virtual Meeting

MEMBERS PRESENT: Yvonne Horton, Chair, Elsie Addington, Diane Casey, Pearl Lee, Cush Bhada, Mark Laws, Dennis Boudreau

MEMBERS ABSENT: Ajit Gidwani, Frank Stern

OTHERS PRESENT: Bunny Carpenter, Juanita Skillman, Maggie Blackwell, Andy Ginocchio, S.K. Park

STAFF PRESENT: Alison Giglio, Jennifer Murphy, Tom McCray, Jackie Chioni

Call to Order

Chair Horton called the meeting to order at 1:32 p.m.

Acknowledgement of Media

There was no press present.

Approval of Agenda

Director Bhada made a motion to approve the agenda with amendment. Director Casey seconded.

Motion passed unanimously.

Approval of Committee Report for April 13, 2023

Director Laws made a motion to approve the report with applied changes as stated by Chair Horton. Director Bhada seconded.

Chair Horton stated the change to be made to the motion at the Community Activities Committee meeting on April 13, 2023 prior to recommending to GRF that no Aquadettes Follies nor Aquadettes fundraiser event signs are to be posted within the Recreation Department office and Restaurant 19.

Motion passed unanimously.

Upon further review, this change was made at the May 2, 2023 GRF meeting and recorded.

Chair's Remarks

Chair Horton stated the Globe featured an article on the new club, Community Bridge Builders. Chair Horton stated she was inspired as diversity and inclusion are what make Laguna Woods Village so special and there is no place in this village for prejudice, bigotry or racism. This is a place for peace.

Report of the Recreation and Special Events Director

Ms. Giglio reported the following Recreation Department highlights: the new emergency exit door was installed in the drop-in lounge; there have been over 40,000 users in the reservable rooms at Clubhouse 1 in 2023; on May 1, the Performing Arts Center extended the operating hours to Monday, Wednesday and Friday, 9 a.m. to 10 p.m. and Tuesday and Thursday, 9 a.m. to 5 p.m.; three new staff have been hired at the Performing Arts Center; 732 tickets were held for the successful Tony Orlando show; all pools are expected to be open by Memorial Day weekend with summer hours beginning on May 27; pool hours are posted on the website and at each pool; the annual Village Games hosted 502 participants which increased by 126 from last year; Village Games had 13 participants over the age of 90 and one participant that is 100 years of age; the Library volunteers worked 668 hours supporting 2,649 visitors in April; 35 residents registered for Library catalogue access and 2,952 items circulated through the desk in April.

Ms. Murphy stated the following upcoming events: Aqua Zumba returns to Pool 1 from June 5 to September 25 on Mondays 4 to 5 p.m. with cost as \$25 for five sessions; annual room reservation lottery begins Monday, May 15; the Club Expo will be held on May 18 at Clubhouse 5, 10 a.m. to 1 p.m.; the Village Renaissance Faire will be held on May 20 at the Equestrian Center, 11 a.m. to 3 p.m. and entry fee is \$10; the Memorial Day Ceremony will be held at the Performing Arts Center on May 29 at 1 p.m. hosting speakers from the American Legion Post 257 and a performance by the All American Boys Chorus; the Art Affair will be held at Clubhouse 2 on June 3, 11 a.m. to 3 p.m.; the 90s Luncheon will be held at Clubhouse 5 on June 20 at 11:30 a.m.

Mr. McCray stated golf aerification has begun and will be completed soon; the driving range project is underway; batting cages will be set up for golf swing practice; improved drainage at Par 3 course is complete; the Garden Centers database has been reviewed for accuracy and will be integrated with finance records for accurate billing; unkept plots are being addressed; addressing overgrown fruit on trees which will be donated to a food bank if unable to be harvested by the gardener.

Director Bhada inquired as to if the new Performing Arts Center hours will include dining room availability and what is the correct time for the 90s Luncheon. Ms. Giglio stated the dining rooms will be reservable. Ms. Murphy stated 11:30 a.m. and the Recreation Dashboard is incorrect.

Member Comments (Items Not on the Agenda)

Members were called to speak regarding the following: Library auction of a quilt donated by the Crazy Quilters which raised \$350 with half donated to the Crazy Quilters to make additional quilts and half to purchase large print paperback books; new club waiting list update inquiry; overuse of facilities by guests; gate pass issuance; guest fees for use of amenities and attendance of club events; reduced hours of Pool 1; 2 p.m. closure of Fitness Center on weekends; restoration of weekend hours of Clubhouse 4.

Discussion ensued.

CONSENT

Director Bhada made a motion to approve the consent calendar. Director Addington seconded.

Discussion ensued.

Ms. Giglio stated a member of the Finance Department will attend CAC quarterly to update the committee on the Financial Statement.

Motion passed 5-1. Director Laws opposed.

REPORTS

Golf Greens Committee Update – Mr. McCray reported the update during the Department Head Update.

2023 Event Review – Ms. Murphy stated the event review including the cancellation of the following events: two Afternoon Teas and the Kentucky Derby due to loss of more cost-effective caterer.

ITEMS FOR DISCUSSION AND CONSIDERATION

Donation of Miter Saw for Clubhouse 4 Woodshop - Director Addington made a motion to recommend a resolution of the donation of a used miter saw for use in the Clubhouse 4 woodshop in accordance with the Donation Policy. Director Casey seconded.

Discussion ensued.

Motion passed 5-1. Director Laws abstained.

ITEMS FOR FUTURE AGENDAS

Facility Operating Rules/Poster Policy Review/Garden Center Visiting Hours - Staff was directed to keep this item under Items for Future Agendas.

Reservation System Review – Staff was directed to place this item under Items for Future Agendas.

Recreation Policy Review – Staff was directed to keep this item under Items for Future Agendas.

Equestrian Center Non-Resident Boarder Fee

CONCLUDING BUSINESS

Committee Member Comments

Director Casey stated this was a good meeting.

Director Addington stated she wanted the resident to feel heard as clarification was necessary due to many residents believing a large portion of assessments is allocated to the Recreation budget, however monies are allocated for all budgets.

Director Bhada stated this was a good meeting.

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held both in the board room and virtually via the Zoom platform at 1:30 p.m. on Thursday, June 8, 2023.

Adjournment

There being no further business, the Chair adjourned the meeting at 2:46 p.m.

____ *Yvonne Horton* ____

Yvonne Horton, Chair

OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
LANDSCAPE COMMITTEE
WEDNESDAY, May 10, 2023 – 1:30 P.M.
BOARD ROOM / VIRTUAL MEETING
Laguna Woods Village Community Center
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair – Juanita Skillman, Yvonne Horton, Diane Casey, Sue Quam, Ira Lewis, Jules Zalon, Andy Ginoccio, Glenn Miller

COMMITTEE MEMBERS ABSENT: None.

OTHERS PRESENT: Maggie Blackwell, S.K. Park, Bunny Carpenter (Joined at 1:52 p.m.), Siobhan Foster

ADVISORS PRESENT: Catherine Brians

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call Meeting to Order

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

2. Acknowledgment of Media No

formal press was present.

3. Approval of the Agenda

Chair Skillman added Agenda Item #10 to the agenda under the title of GRF Gate Re-landscaping. The agenda was accepted without objection.

4. Approval of the Meeting Report for February 8, 2023 The

report was approved without objections.

5. Committee Chair Remarks

Chair Skillman stated that various member comments have been addressed, but she is happy to hear more if anyone from the audience has a comment to make during the meeting.

6. Department Head Update

Mr. Wiemann discussed staffing vacancies in detail. Mr. Wiemann also shared that landscaping is on schedule for all GRF maintenance cycles. Mr. Wiemann informed the Committee and the audience that a crew is working on re-planting near the tennis courts for an upcoming tournament.

6a. Update on Aliso Creek

Mr. Wiemann discussed the report included in the agenda packet in detail. Members made comments and asked questions.

Items for Discussion and Consideration

7. Member Comments (Items Not on the Agenda)

Several members made comments and asked questions. Topics included:

- Member specific requests
- Landscaping maintenance requests throughout GRF facilities
- Aliso Creek maintenance

8. Response to Members Comments

Members of the Committee responded to member comments.

9. Electric Equipment – Presentation by Kurt Wiemann and Staff

Mr. Wiemann discussed the presentation in detail. There were many pieces of electric equipment on display in the Board room for viewing by residents and committee members. Members made comments and asked questions.

10. GRF Gate Re-Landscaping

Mr. Wiemann discussed the provided handout in detail.


Director Lewis made a motion to add funds in the amount of \$250,000 to the 2024 budget to complete the list of required work within one year by contracting the projects with an outside vendor. Director Casey seconded. The motion passed with five Committee members in favor. Director Miller was opposed.

Concluding Business:

11. Committee Member Comments Several comments were made.

12. Date of Next Meeting – Wednesday, August 9, 2023 at 1:30 p.m.

13. Adjourned at 2:52 p.m.



Juanita Skillman (May 16, 2023 16:09 PDT)



Juanita Skillman (May 16, 2023 16:09

PDT)

_ Juanita Skillman, Chair

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OPEN MEETING

**REPORT OF THE REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION
MAINTENANCE AND CONSTRUCTION COMMITTEE**

**Wednesday, April 12, 2023 – 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Reza Karimi - Chair, Gan Mukhopadhyay – Co-Chair, Jim Cook, Ralph Engdahl, Lenny Ross, Mary Simon, Sue Stephens

MEMBERS ABSENT: Egon Garthoffner

OTHERS PRESENT: **GRF:** Bunny Carpenter, Juanita Skillman
Third: Andy Ginocchio
Advisors Ajit Gidwani, Carl Randazzo, Bill Walsh

STAFF PRESENT: Guy West – Staff Officer & Projects Division Manager,
Manuel Gomez – Maintenance & Construction Director, Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Laurie Chavarria – Senior Management Analyst, Heather Ziemba – Projects Division Administrative Coordinator, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Karimi called the meeting to order at 9:38 a.m.

2. Acknowledgement of Media

Chair Karimi noted that no media was present.

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Reports

a. December 1, 2022 – Special Open Session

- b. December 12, 2022 – Special Open Session**
- c. December 14, 2022 – Regular Open Session**

Hearing no objection, the meeting minutes were each approved separately by unanimous consent.

5. Chair's Remarks

Chair Karimi noted the full meeting agenda. Mr. Karimi also delivered the news that GRF Director Don Tibbetts recently passed away and offered his condolences to Mr. Tibbetts' family.

6. Member Comments

None

7. Department Head Update

Mr. West introduced Heather Ziemba to the Committee. Mr. West also reported that the swamp coolers in the archery range have been repaired and are functioning as intended.

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.

The ChargePoint summary was pulled for discussion. Mr. Mejia answered questions from the committee regarding the ChargePoint usage and revenue. Director Stephens requested information related to resident versus non-resident users. The committee suggested the Finance Department provide a report to the GRF Finance Committee of the breakdown of pricing from ChargePoint and address whether users are being charged appropriate prices to cover the cost of charging; to consider using Time of Use rates; and consider putting the charging stations on a separate meter. Staff will research the cost and feasibility of rewiring the existing panel for the charging stations, submetering the existing meter, and present the findings at a future committee meeting.

The Clubhouse Preventative Maintenance Inspection Report was pulled for discussion. Mr. Gomez introduced the report requested by the Board for quarterly inspection of the clubhouses. Mr. Barnette answered questions from the committee regarding the level of detail provided in the report. Staff will work together to incorporate further detail into the report and bring it back to a future meeting for additional feedback.

8. **Project Log**
9. **ChargePoint Summary**
10. **Clubhouse Preventive Maintenance Inspection Report**

The consent calendar was approved unanimously.

Items for Discussion and Consideration:

11. 2023 Asphalt Seal Coat Program

Mr. West presented the item via a PowerPoint presentation and answered questions from the committee regarding the seal coating process. Staff will present a recommendation for this item in closed session.

12. Priority Projects Presentation

Mr. West presented an overview of the priority projects via PowerPoint and answered questions from the committee. A comment was heard from a member regarding the number and type of batteries that will be used for landscaping equipment.

13. Temporary Office Lease Update

Mr. Gomez reported that the staff from Building E has been relocated to the new temporary office space in the building across the parking lot as of Monday, April 10. Building E is now uninhabited.

14. Space Study Update

Mr. Gomez reported that this study is on schedule to be completed by the end of April. A special meeting will be held for the consultant to present the results to the GRF M&C Committee, the GRF Finance Committee and the GRF CAC in early May.

Future Agenda Items: *All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.*

- EMS Status Update
- MelRok Energy Management System
- Clubhouse Preventative Maintenance Schedule
- Dedicated Meter for EV Charging Stations


Concluding Business:

15. Committee Member Comments

- Advisor Randazzo commented on the EV charging rates.
- Director Mukhopadhyay commented on the space planning study.
- Director Cook requested that information about metering be added to future agenda items.
- Advisor Gidwani thanked the committee and staff for their work for the community with the resourced that are available.

16. Date of Next Meeting: Wednesday, June 14, 2023 at 9:30 a.m.

17. Recess – The meeting was recessed at 10:58 a.m.



Reza Karimi, Chair

Reza Karimi, Chair
Guy West, Staff Officer
Telephone: 949-268-2380

**REPORT OF THE REGULAR OPEN MEETING OF THE
GOLDEN RAIN FOUNDATION
CLUBHOUSE RENOVATION AD HOC COMMITTEE***

**Monday, March 6, 2023 at 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room & Virtual with Zoom**

MEMBERS PRESENT: Egon Garthoffner - Chair, Gan Mukhopadhyay – Co-Chair, Debbie Dotson, Ralph Engdahl, Andy Ginocchio, Reza Karimi, Anthony Liberatore

MEMBERS ABSENT: Mary Simon

OTHERS PRESENT: Ajit Gidwani and Bill Walsh (Advisors)
GRF: Bunny Carpenter, Juanita Skillman, Elsie Addington

STAFF PRESENT: Guy West - Projects Division Manager, Rodger Richter – Project Manager, Sandra Spencer – Administrative Assistant

REPORT

1. Call to Order

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

2. Acknowledgment of Media

Chair Garthoffner noted that the meeting was broadcasting on Granicus and Zoom and was being recorded.

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Report for January 24, 2023

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

None.

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

None.

7. Department Head Update

Mr. West commented that the PAC restroom interior design project has been loaded into Basecamp portal. 27 Diamonds is requesting recommendations or examples to follow. After 2 weeks, 27 Diamonds will publish the preliminary designs on Basecamp and those will then be brought back to the committee at a future meeting.

Items for Discussion:

8. Clubhouse 1 Interior Design Color Options – Presentation

Director Dotson presented 3 material and color palette options for interior spaces and 3 material and color options for restrooms for the consideration of the committee via PowerPoint. Discussion ensued regarding soundproofing, lighting, and window coverings. Potential window replacement, interior door refreshing and exterior painting will be discussed at a later date, if requested. The kitchen and acoustics in the Drop-In Lounge were briefly discussed.

Mr. West clarified that Option A – Rooms does not have to be matched with Option A – Restrooms; the room options can be matched with any of the restroom options.

On March 15, 2023, this committee will vote on the color options presented by 27 Diamonds.

Items for Future Agendas:

- PAC Restroom Interior Design

Concluding Business:

9. Committee Member Comments

- Advisor Gidwani thanked Director Dotson and the committee for their hard work.
- Director Karimi commented on the timeline.

10. Date of Next Meeting: Wednesday, March 15, 2023 at 1:30 p.m.

11. Adjournment: The meeting was adjourned at 10:53 a.m.


Egon Garthoffner, Chair

Egon Garthoffner, Chair
Guy West, Staff Officer
Telephone: 949-268-2380

**REPORT OF THE REGULAR OPEN MEETING OF THE
GOLDEN RAIN FOUNDATION
CLUBHOUSE RENOVATION AD HOC COMMITTEE***

**Wednesday, March 15, 2023 at 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room & Virtual with Zoom**

REPORT

- MEMBERS PRESENT:** Egon Garthoffner - Chair, Gan Mukhopadhyay – Co-Chair, Debbie Dotson, Ralph Engdahl, Andy Ginocchio, Reza Karimi, Mary Simon
- MEMBERS ABSENT:** None
- OTHERS PRESENT:** Ajit Gidwani, Carl Randazzo and Bill Walsh (Advisors)
GRF: Bunny Carpenter, Yvonne Horton, Juanita Skillman, Elsie Addington
UNITED: Diane Casey
THIRD: Cush Bhada
- STAFF PRESENT:** Guy West - Projects Division Manager, Bart Mejia – Maintenance & Construction Assistant Director, Rodger Richter – Project Manager, Sandra Spencer – Administrative Assistant

1. Call to Order

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

2. Acknowledgment of Media

Chair Garthoffner noted that the meeting was broadcasting on Granicus and Zoom and was being recorded.

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Report for March 6, 2023

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

None.

6. Member Comments (Items not on the Agenda)

- A member commented on the project cost and insurance.
- A member commented on their request for a permanent musician rehearsal space.

Items for Discussion:

7. 27 Diamonds Interior Design – Verbal Presentation

Director Dotson provided an overview of the process for the voting and introduced 27 Diamonds staff. Design options for Clubhouse 1 were presented via a PowerPoint; the options were discussed in detail; and questions from the committee were answered.

8. Solicit Member Input – Informal Poll

Director Dotson introduced the manner in which the informal poll would be taken and provided instructions on how to access the Google form while reviewing the color boards provided by 27 Diamonds. After approximately 20 minutes, Director Dotson revealed the results of the informal poll. The option with the most votes is listed below:

Color Palette Choice for Rooms: Option C
Color Palette Choice for Restrooms: Option C
Color Choice for Fireplace Façade in Ballroom: Option A and Option C had a tie vote
Style Choice for Ballroom Lighting: Option A
Window Covering Choice for Ballroom: Option A

9. Color Palette and Material Selection

A motion was made and seconded for the committee to make a formal selection between the options presented. Discussion ensued amongst the committee members regarding the scope of work to be included in the RFP and the next steps for the project. A formal vote was taken and the options with the most votes is listed below, and an image of each is attached (Attachment 1):

Color Palette Choice for Rooms: Option C
Color Palette Choice for Restrooms: Option C
Color Choice for Fireplace Façade in Ballroom: Option A
Style Choice for Ballroom Lighting: Option A
Window Covering Choice for Ballroom: Option A
Multi-Purpose Room Lighting: Option B

A further motion was made and unanimously passed to direct staff to proceed with the GRF Clubhouse Renovation Ad Hoc Committee selected and approved color palettes; to prepare a scope of work for contractor bids for review by the GRF CAC and M&C Committees, prior to soliciting contractor bids.

Concluding Business:

10. Committee Member Comments

- Chair Garthoffner commented on next steps in the process.
- Advisor Gidwani thanked the committee for their hard work on this project.

11. Date of Next Meeting: TBD

12. Adjournment

The meeting was adjourned at 3:28 p.m.



Egon Garthoffner, Chair

Egon Garthoffner – Chair
Guy West - Staff Officer
Telephone: 949-268-2380

Attachment 1

Item 9. Color Palette and Material Selection

Color Palette Choice for Rooms: Option C

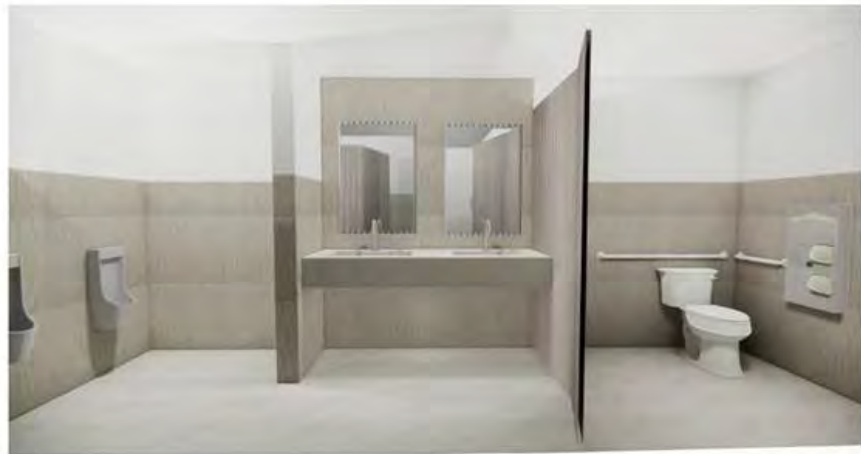
C



 OPTION C
ROOM

Color Palette Choice for Restrooms: Option C

C



 OPTION C
RESTROOM

Color Choice for Fireplace Façade in Ballroom: Option A

A



NOIR

 FIREPLACE PORCELAIN SLABS
BALLROOM

Style Choice for Ballroom Lighting: Option A



A



 LIGHTING
BALLROOM

60" diam., 22"H
Bottom Tier: 36" diam., 6"H
Minimum Height: 60"
Maximum Height: 156"

Window Covering Choice for Ballroom: Option A

A



ROLLER SHADES
WITH VALANCES

NOTE - Color choices
palettes we determine

WINDOW TREATMENTS
BALLROOM

Multi-Purpose Room Lighting: Option B

B



CEILING ACOUSTIC LIGHTING
MPR



OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MEDIA AND COMMUNICATIONS COMMITTEE**

**Wednesday, May 15, 2023 – 1:30 p.m.
Board Room / Virtual Hybrid Meeting**

REPORT

Members Present: Chair Joan Milliman; Directors Elsie Addington, Margaret Bennett, Maggie Blackwell, James Cook, Cris Prince, Sue Quam; Advisors Catherine Brians, Theresa Frost, Carmen Pacella, Lucy Parker

Members Absent: Advisor Tom Nash (excused)

Others Present: Debbie Allen, Bunny Carpenter, Cynthia Rupert, Juanita Skillman, Richard Rader

Staff Present: Eileen Paulin, Ellyce Rothrock, Paul Ortiz, Susan Logan-McCracken

1. Call to Order

The meeting was called to order at 1:30 p.m. and a quorum was established by Chair Milliman.

2. Acknowledgement of Media

None present.

3. Approval of Agenda

Approved by unanimous consent.

4. Approval of Report for March 20, 2023

Approved by unanimous consent.

5. Chair's Remarks

Chair Milliman welcomed committee members.

6. Member Comments

Catherine Brians discussed sponsorship for reprinting the Friendship, Serpentine and Aliso Creek walking guides. Discussion ensued.

Russell McMurtray discussed an issue with the cable service in his manor. Mr. Ortiz addressed his issue and said he would send a technician to his manor to investigate.

Items for Discussion

7. Media and Communications Report – Eileen Paulin

Ms. Paulin highlighted from the Media and Communications Activities Report:

- The mutual email blasts
- The latest Village Breeze
- Clarification about free mulch services
- Opting out of paper mailings
- Recreation and Special Events Department flyers
- Driving range closures
- Work on the ad hoc committees

Director Quam asked about publicizing town hall meetings in the “What’s Up in the Village” email blast. Discussion on the process ensued.

8. Broadband Ad Hoc Committee Report – Eileen Paulin

Ms. Paulin discussed the meeting that will be held in the board room immediately following this meeting. She discussed the importance of confidentiality until GRF works through the unknowns and is ready to roll out the education component. She mentioned educational efforts already made to prepare residents for the future of broadband, including Village Breeze articles, Village Television’s “Let’s Talk Tech” with Debbie Dotson, and Mr. Ortiz’ presentations to the Video Club and PC Club.

9. Website Ad Hoc Committee Report – Ellyce Rothrock

Ms. Rothrock reviewed the tasking and meetings involved in requesting and evaluating vendor proposals. She estimated that the committee would make a recommendation on a final vendor at the next meeting on May 22.

10. Broadband Services Report – Paul Ortiz

Mr. Ortiz highlighted from the subscriber report:

- Village Television YouTube subscriber counts continue to increase.
- Set-top box rentals, premium channels and pay services continue to decrease.

Mr. Ortiz announced that Village Television’s “This Day” host Lisa Hart is retiring. Two new hosts will work with Ms. Hart in the next few weeks before she leaves the program in mid-June.

He discussed his presentation on the direction of broadband services that he gave to the PC Club and will possibly give to other groups this year.

Items for Future Agendas

TBD

Concluding Business

Committee Member Comments

Mr. Ortiz thanked the group and commended the ongoing educational efforts.

Ms. Rothrock commended staff for all the tasking accomplished.

Ms. Paulin discussed the numbers and commended the team.

Director Addington thanked the group.

Director Blackwell discussed including "Let's Talk Tech" in the Friday email blast.

Director Quam asked if Mr. Ortiz' presentation to the Video Club was recorded. He answered that it was and can be viewed on Village Television's YouTube channel by searching Video Club. Director Quam asked about giving this presentation at a United town hall. Discussion ensued.

Advisor Parker discussed a booklet for clubs on how to run fundraising campaigns and publicize them.

Advisor Pacella thanked staff members for all the work they do.

Advisors Brians and Frost reiterated the importance of the educational process.

Ms. Paulin discussed the 60th anniversary of Laguna Woods Village next year. Discussion ensued.

Chair Milliman thanked staff for taking on the extra work of the ad hoc committees.

Date of Next Meeting – Monday, July 17, 2023, at 1:30 p.m.

Adjournment

Chair Milliman adjourned the meeting at 2:36 p.m.


Joan Milliman, Chair
Media and Communications Committee

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**REPORT OF REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MOBILITY AND VEHICLES COMMITTEE**

Wednesday, February 1, 2023 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Don Tibbetts (Chair), Egon Garthoffner, Cush Bada, Moon Yun, Azar Asgari, Alison Bok, Frank Stern

ADVISORS:

MEMBERS ABSENT:

OTHERS PRESENT: Elsie Addington, Juanita Skillman, Maggie Blackwell

STAFF PRESENT: Robert Carroll - General Services Director, Francisco Perez – Transportation Supervisor, Miguel Camarena – Vehicle Maintenance Supervisor, Liz Cortez – Administrative Coordinator

1. **Call to Order**
Chair Tibbetts called the meeting to order at 1:32 p.m.
2. **Acknowledgment of Media**
None present.
3. **Approval of the Agenda**
Hearing no objection, the agenda was approved by acclamation.
4. **Approval of Meeting Report for**
The regular meeting report of December 7, 2022 was approved by acclamation with the following change:
 - Change Laguna Hills Mall to the Village at Laguna Hills
5. **Chair's Remarks**
None
6. **Member Comments (Items Not on the Agenda)**
Member Harold Midence commented on the Fixed Route Transportation System in addition to the Transportation program budget and cost savings.
Member Rhoda Lindner commented on the need of bus turnouts at the Village at Laguna Hills mall.

7. Response to Member Comments

Director Asgari responded to member comments. Mr. Carroll, director of General Services, also responded to member comments.

Reports

8. Director's Report

Staff provided the committee with a current overview of the Laguna Woods Village Transportation ridership for the Fixed-Route, Journey and BOOST transportation programs.

Staff also provided a map of Laguna Woods Transportation boundaries. Staff is following guidance from County/State mandates for mask requirements in public Transportation as it relates to COVID-19 restrictions.

The committee was provided with a delivery update of the vehicles per the 2021 capital approved purchases. The delay of new vehicle deliveries is a result of a worldwide chip shortage and supply change issues.

Items for Discussion

9. Vehicle Purchase – Two Ram Promaster 3500 Low Floor ADA Vans for the Transportation Department

Mr. Carroll presented a report recommending the committee approve the purchase of two Low Floor ADA Vans for the Transportation Department in the estimated amount of \$278,252.

Director Bhada made motion to approve staff's recommendation, Director Stern seconded. Discussion ensued, the motion passed by a vote 4-2. Director's Asgari and Bok opposed. Director Stern abstained.

10. Vehicle Purchase – One Ford F-250 Standard Cab Truck for the Landscape Department

Mr. Carroll presented a report recommending the committee approve the purchase of one Ford F-250 standard cab truck for the Landscape Department in the estimated amount of \$45,425.

Director Bhada made motion to approve staff's recommendation, Director Bok seconded. Discussion ensues. Hearing no objections, the motion passed unanimously. Director Stern abstained.

11. Vehicle Purchase – Ten Ford Ranger Pick-Up Trucks for the Maintenance and Construction and Landscape Departments

Mr. Carroll presented a report recommending the committee approve the purchase of ten Ford Ranger pick-up trucks for the Maintenance and Construction and Landscape Departments in the estimated amount of \$347,288.

Director Bhada made motion to approve staff's recommendation, Director Bok seconded. Discussion ensued. Director Yun made an amendment to the motion to postpone action until the next meeting. Director Asgari seconded. Motion to postpone action passed 5-2. Director Tibbetts and Bhada opposed.

12. Vehicle Purchase – Three Ford Transit Cargo Vans for the Maintenance and Construction Department

Mr. Carroll presented a report recommending the committee approve the purchase of three Ford Transit Cargo Vans for the Maintenance and Construction Department in the estimated amount of \$170,253.

Director Bok made motion to approve staff's recommendation, Director Bhada seconded. Discussion ensued. Hearing no objections, the motion passed unanimously. Director Stern abstained.

13. Vehicle Purchase – Ten Utility Vehicles for the Landscape and General Services Departments

Mr. Carroll presented a report recommending the committee approve the purchase of seven Kawasaki Mules and three Club Car Carryall 500 vehicles for the Landscape and General Services Departments in the estimated amount of \$212,200.

Director Yun made motion to approve staff's recommendation, Director Bhada seconded. Discussion ensued. Director Asgari made an amendment to the motion to postpone action until the next meeting. Director Bok seconded. Discussion ensued. Motion to postpone action passed unanimously.

14. Vehicle Purchase – One Trails West Royale Two Horse Equestrian Trailer for the Recreation Department

Mr. Carroll presented a report recommending the committee approve the purchase of one Trails West Royale Two Horse Equestrian Trailer for the Recreation Department in the estimated amount of \$24,903.

Director Stern made motion to approve staff's recommendation, Director Asgari seconded. Hearing no objections, the motioned passed unanimously.

Items for Future Agendas:

None.

Concluding Business:

Committee Member Comments:

Director Garthoffner recommended the committee consider Ford's additional maintenance programs and hiring a triple AAA garage to evaluate the value of replacement vehicles. Director Yun recommended staff address member's comment regarding the turnouts at the Village at Laguna Hills mall.

Date of Next Meeting – Wednesday April 5, 2022 at 1:30 p.m.

Adjournment:

The meeting was adjourned at 3:46 p.m.

Don Tibbetts
Don Tibbetts (Feb.14, 2023 15:44 PST)



REPORT OF THE REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
SECURITY AND COMMUNITY ACCESS COMMITTEE

The Hybrid Model Meeting of the Security and Community Access Committee was held on Wednesday, April 26th, 2023 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Chair: Juanita Skillman, Maggie Blackwell, SK Park, Sue Stephens, Gan Mukhopadhyay

MEMBERS ABSENT: Cash Achrekar (No Notice Given)

OTHERS PRESENT: Elsie Addington, Mike Epstein

STAFF PRESENT: Eric Nuñez, Cody DeLeon, Carmen Aguilar

CALL TO ORDER

Juanita Skillman, Chair, called the meeting to order at 1:31 p.m.

ACKNOWLEDGEMENT OF PRESS

Media was not present.

APPROVAL OF AGENDA

By way of consensus, the Committee approved the agenda without requested changes.

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the February 27th, 2023 meeting report.

CHAIRMAN'S REMARKS

Chair Skillman shared her condolences regarding the passing of former Chair Don Tibbetts. Skillman stated she has big shoes to fill. Chair Skillman shared expectations of respect and order from audience and members for today's and future SCAC meetings moving forward.

MEMBER COMMENTS

Multiple members made comments and asked questions.

Topics included:

1. Update on camera quality in RV lots to be able to read license plates and identify trespassers.
2. Dangers with lack of or fading crosswalk paint at some intersections throughout the community posing safety hazard, cracked sidewalks and asphalt at intersections also posing a safety risk for residents crossing.

RESPONSE TO MEMBER COMMENTS

Chair Skillman directed speakers to the appropriate agenda item number pertaining to their questions/concerns to be addressed.

REPORTS

Disaster Preparedness Task Force Report

Staff Officer Nuñez discussed the meeting report provided in the packet from the DPTF meeting in March. Staff Officer Nuñez announced that the Disaster prep office at the community center is going to be closed down and used by another department. Disaster preparedness information and supplies will now be brought to the people during events either held by Laguna Woods Village or by the Security Department. Currently the DPTF team is still working on scheduling training events with OCFA. The DPTF Coordinator now has an office space at the new security location next to the LWCC.

Members and Chair made comments:

- Backup generator needed at CH3 (Performing Arts Center) where events hold up to 800 people
- Chair Skillman's big concern is that CH3 PAC lights going out would cause safety hazard with people trying to exit, especially having to go down stairs in the dark
- CH coordinator requested water and electrical shut off training for clubhouse coordinators at CH3 for safety in an emergency situation
- Quantity of backup generators

Staff Officer Nuñez response:

There are currently backup generators located at CH1, CH5, LWCC, warehouse, radio tower, broadband building, and Mutual 50 Towers. Currently there is a limited amount of portable backup generators. Staff Officer Nuñez will look into acquiring more.

RV UPDATE

Staff Officer Nuñez noted that there are only nine on the waiting list as one spot was filled this morning (April 26th, 2023) leaving only thirty-six vacancies in the lots to date. Chief Nuñez also responded to members concerns over camera quality by stating that better cameras in key spots would have helped identify suspects and plates in previous RV theft cases. However, this year's budget may not permit those upgrades.

Chair Skillman intervened to explain the lengthy budget process to the members as to urge the members to exercise patience with said requests.

NOTEWORTHY INCIDENTS

Staff Officer Nuñez shed light on the great job security did collaborating with Station 18 on locating a missing child within an hour of the initial call on April 7th, 2023.

Staff Officer Nuñez also spoke on three traffic collisions that took place:

1. DUI outside the community where subject crossed the median and multiple lanes of traffic before colliding with the GRF exterior wall between Gate #7 and #9 causing a 10ft breach in the wall. Subject was transported to hospital for medical care.
2. Non-resident lost control of their vehicle with a pregnant passenger on Paseo De Valencia/Los Alisos Blvd breaching the GRF perimeter wall. Fortunately, no injuries were sustained.
3. Resident lost control of their vehicle while making a U-turn to exit gate #9 and struck a gate ambassadors' parked vehicle and then hit the gate causing damage to both. No injuries were sustained

Staff Officer Nuñez brought up these traffic accidents to encourage residents and members to always mind their surroundings.

SECURITY STATISTICS

Staff Officer Nuñez explained the statistics provided within the agenda packet. Members made comments and asked questions.

Chair Skillman wanted to know, of the 54 deaths within the community, how many were suicides.

Staff Officer Nuñez responded to a members' comment about an officer bike patrol program GRF used to have. Nuñez agreed that it was and could again be a beneficial program to start back up. Staff Officer Nuñez will look into how the program was conducted back then as it may not be feasible today.

ITEMS FOR DISCUSSION AND CONSIDERATION

GATE 12 UPDATE

Staff Officer Nuñez discussed most recent gate 12 updates using his PowerPoint slides, technological updates included:

- Gate 12 kiosk was delivered and prepped for installation
- Gate 12 guest access dropdown menu option has been added
- Hand-held QR reader to scan guest passes
- Increased patrols around gate 12 as a gate running deterring during rush hours

FLASHING STOP SIGN CONCERNS

Staff Officer Nuñez discussed his PowerPoint presentation showing statistics regarding safety concerns over the flashing stop signs. Discussion only, nothing to be voted on. Information involved:

- Benefits they provide to Laguna Woods Village
- Pilot flashing stop sign location reasoning
- Light pollution concerns
- Addressed epileptic seizure concerns

ITEMS FOR FUTURE AGENDA

1. Gate arms appearance
2. Cross walk damage and repainting assessment
3. Neighborhood watch

CONCLUDING BUSINESS

DATE OF NEXT MEETING

The next meeting will be held on Wednesday June 28th, 2023 at 1:30 p.m.

ADJOURNMENT

There being no further business to come before the Committee, Chair Skillman adjourned the meeting at 3:54 p.m.

Juanita Skillman

Chair: Juanita Skillman

Signature: _____


Juanita Skillman | May 8, 2023 23:16 PDT

Email: juanitaskillman@aol.com

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

Tuesday, March 28th, 2023 at 9:30 AM

HYBRID MEETING

MEMBERS PRESENT: Eric Nuñez (Chair), Sue Stephens, Moon Yun, Juanita Skillman, Anthony Liberatore, SK Park

MEMBERS ABSENT: Gan Mukhopadhyay (No Notice Given), Alison Bok (No Notice Given)

ADVISORS PRESENT: Rick Kopps

OTHERS PRESENT: Doug Gibson, Elsie Addington

STAFF PRESENT: Cody DeLeon, Ed Green

THE MEETING WAS CALLED TO ORDER: 9:34 A.M.

ACKNOWLEDGEMENT OF THE PRESS: None present

APPROVAL OF THE AGENDA: By consensus, the agenda was approved.

APPROVAL OF MEETING REPORT: By consensus, the meeting report was approved with 3 grammatical corrections to be made.

CHAIRS REMARKS: Chair Nuñez began his remarks by discussing the move of the security department into the new office space near the LWCC. Chair Nuñez has been in contact with OCFA Division Chief Hunter Div. 25 to present ICS presentation at next DPTF meeting.

MEMBER COMMENTS: Members made comments:

- Tornado disaster concerns
- Shelter in place instructions
- Gate 11 Resident Spring Neighborhood meeting on April 4th, 2023 from 9:45 A.M. to 12:15 P.M. at clubhouse 2:
 1. OCFA Home safety Presentation
 2. Carol Moore (City Council Member) – Discuss services that are available from the city
 3. Mark Laws (Third Mutual President) – Third Mutual Update, Landscaping Q&A

REPORTS

RADIO & COMMUNICATIONS: Ed Green shared that 6 of the 11 radio drill participants participated in this month's radio drill. Ed Green will be following up with the Radio Club members to identify reason for low participation turnout.

OFFICE MANAGER/ADVISOR: Advisor Tom Soule was not present. Doug Gibson mentioned Mr. Soule would have stated that disaster prep supplies need to be ordered.

RECRUITMENT / RETENTION / TRAINING: Director Skillman mentioned 3rd clubhouse coordinator meeting on March 30th, 2023.

GRF BOARD: Director Skillman did not have anything to report.

UNITED BOARD: Director Liberatore did not have anything to report. Made comments.

THIRD BOARD: Director Park asked about OCFA update from previous minutes.

Chair Nuñez responded and referenced his agenda item #5 remarks. Chair Nuñez also added his plan to have OCFA conduct a fire prevention presentation along with ICS and stressed the importance of proper training and education on usage of fire prevention/extinguishing tools.

TOWERS: Advisor Rick Kopps mentioned the importance of working radios and the success the towers had with the radios two months ago when Tower two had two elevators down. Rick also discussed conducting door to door handouts on earthquake and tornado disaster plan.

Chair Nuñez praised Rick for a job well done.

PET EVACUATION SUBMIT COMMITTEE: Sandy Benson was absent. No report made.

DISCUSSIONS AND CONSIDERATIONS

UPDATE ON DISASTER PREPAREDNESS: Ed Green discussed his plans moving forward:

- Taking disaster preparedness to the people
- Training and exercises for experience (proper food storage, evacuation practice, proper fire extinguisher usage)
- Outreach program through channel 6, The Globe, and Clubs

ITEMS FOR FUTURE AGENDAS

1. ICS Presentation from OCFA
2. Review Disaster Preparedness EOP

MEMBER COMMENTS: Multiple members made comments. Topics included:

- The need for more good neighbor captains
- OCFA involvement
- Keeping residents and volunteers motivated for retention
- More condensed disaster plan for residents to have/print

NEXT MEETING: (Tentative) May 30th, 2023 at 9:30 a.m.

ADJOURNMENT: 10:49 A.M.

SUBMITTED BY:



Eric R. Nuñez (Mar 31, 2023 10:49 PDT)

Chair Nuñez



OPEN MEETING

**MEETING OF THE GOLDEN RAIN FOUNDATION
COMPLIANCE AD HOC COMMITTEE**

**Wednesday, May 3, 2023 - 1:30 P.M.
Laguna Woods Village Community Center
Sycamore Room/ Virtual Meeting
24351 El Toro Road, Laguna Woods, CA 92637**

MEMBERS PRESENT: Bunny Carpenter- Chair, Joan Milliman, Reza Karimi and Mark Laws
Pearl Lee Maggie Blackwell and Juanita Skillman entered at 1:39 PM

MEMBER EXCUSED: Cris Prince

STAFF PRESENT: Blessilda Wright and Ruby Rojas

CALL TO ORDER

Bunny Carpenter, Chair, called the meeting to order at 1:32 p.m.

APPROVAL OF THE AGENDA

Chair Carpenter made a motion to approve the agenda.

Without objection, the agenda was approved.

APPROVAL OF THE REPORT FROM April 3, 2023

Chair Carpenter made a motion to approve the meeting report from April 3, 2023 with minor scrivener changes.

Without objection, the report was approved.

CHAIR'S REMARKS

None.

MEMBER COMMENTS

A Member commented on the compliance process for the garden center.

RESPONSE TO MEMBER COMMENTS

The Committee and Ms. Wright responded to members concerns.

ITEMS FOR DISCUSSION AND CONSIDERATION

7. Member Disciplinary Hearing Procedure

Ms. Blessilda Wright, Compliance Supervisor, gave an overview of the Member Disciplinary Hearing Procedure. The Committee members made comments and asked questions.

The Committee elected to table the matter and bring back the document with minor
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scrivener changes and present the updated version at the next scheduled GRF board meeting in June for review.

By consensus, the motion passed.

Director Laws left the meeting at 2:28 pm

8. Disciplinary Violations Matrix

The committee table the matter.

9. Additional Occupancy Fee

Chair Carpenter gave an overview of the Additional Occupancy Fee matter. The Committee tabled the matter.

CONCLUDING BUSINESS:

Committee Member Comments

None.

Future Agenda Items

- a. Website Compliance section
- b. IDR Policy
- c. GRF Club Application

Date of Next Meeting

Monday, June 5, 2023 at 9:30 a.m.

Adjournment

With no further business before the Committee, the Chair adjourned the meeting at 2:53 p.m.

Bunny Carpenter

Bunny Carpenter- Chair