



OPEN MEETING

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

Tuesday, July 12, 2022- 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 Liberatore**
- 2. Pledge of Allegiance to the Flag – Director Blackwell**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of the Meeting Minutes**
 - a. March 30, 2022 – Special Open Session Budget Workshop
 - b. June 02, 2022 – Special Open Session Budget Landscape Review
 - c. June 06, 2022 – Special Open Session Budget Maintenance Review
 - d. June 14, 2022 – Regular Open Session
 - e. June 17, 2022 – Special Open Session (Strategic Planning)
 - f. June 23, 2022 – 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**
- 9. VMS Board Update – Director Rupert**
- 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. Recommendation from the Landscape Committee

1. Recommendation to Deny Tree Removal Request: 54-C Calle Aragon – One Canary Island Pine Tree
2. Recommendation to Deny Tree Removal Request: 100-A Via Estrada – Four Canary Island Pine Trees, One Silk Oak Tree, and Approve Removal of One Monterey Pine Tree
3. Recommendation to Deny Tree Removal Request: 220-D Avenida Majorca – One Canary Island Pine Tree

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

12. Unfinished Business

- 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 February, March, April, and May 2022, such review is hereby ratified.
- b.** Inter-Board Anti-Harassment, Anti-Abuse, and Anti-Intimidation Policy and Formation of Joint Hearing Body - Oral Discussion
- c.** Strategic Planning Update – President Liberatore
- d.** Update Committee Appointments
- e.** Presentation by El Toro Water District – Avenida Sevilla Pump Station Project

13. New Business – None

14. Director Comments (Two minutes per director)

15. Committee Reports

- a.** Report of the Finance Committee / Financial Report – Director Asgari. The Committee met on June 28, 2022; next meeting July 26, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Treasurer's Report
 - (2) United Finance Committee Report
 - (3) Resales/Leasing Reports
- b.** Report of the Architectural Control and Standards Committee – President Liberatore. The Committee met on May 19, 2022; next meeting July 21, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.

- c. Report of Member Hearings Committee – Director Ardani. The Committee met on June 23, 2022; next meeting July 28, 2022, 9:00 a.m. in the Board Room and as a virtual meeting.
- d. Report of the Governing Documents Review Committee – Director Blackwell. The Committee met on June 16, 2022; next meeting July 21, 2022, 1:30 p.m. in the Board Room and as a virtual meeting.
- e. Report of the Landscape Committee – Director Casey. The Committee met on June 9, 2022; next meeting July 14, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- f. Report of the Maintenance & Construction Committee – Director English. The Committee met on June 22, 2022; next meeting August 24, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- g. Report of the United Resident Advisory Committee – Director Lee. The committee met on June 9, 2022; next meeting July 14, 2022, 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 June 15, 2022; next meeting August 17, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- b. Report of the GRF Strategic Planning Committee— Director Casey. The Committee met on May 2, 2022; next meeting TBA.
- c. Report of the Community Activities Committee – Director Blackwell. The committee met on June 9, 2022; next meeting July 14, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the GRF Landscape Committee – Director Casey. The Committee met on June 8, 2021; next meeting September 14, 2022, at 1:30 p.m. as a virtual meeting.
- e. Report of the GRF Maintenance & Construction Committee – Director Achrekar. The Committee met on June 8, 2022; next meeting August 10, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Clubhouse (Facilities) Ad Hoc Committee – Director Casey. The Ad Hoc Committee met June 24, 2022; next meeting TBA.
- f. Report of the Media and Communication Committee – Director Ardani. The Committee met on June 20, 2022; next meeting July 18, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- g. Report of the Mobility and Vehicles Committee – Director Blackwell. The Committee met on June 1, 2022; next meeting August 3, 2022, 1:30 p.m. in the

Board Room and as a virtual meeting.

- h. Report of the Security and Community Access Committee – Director Blackwell. The Committee met on June 27, 2022; next meeting August 22, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - i. Laguna Woods Village Traffic Hearings – Director Ardani. The Hearings were held on June 15, 2022; next hearings will be held July 20, 2022, at 9:00 a.m. as a virtual meeting.
 - j. Report of the Disaster Preparedness Task Force – Director Casey. The Task Force met on March 29, 2022; next meeting July 26, 2022, at 9:30 in the Board Room a.m. and as a virtual meeting.
 - k. Report of the Purchasing Task Force Ad Hoc Committee – Director Ardani. The Committee met on April 7, 2022; next meeting TBA.
 - l. Report of the Information Technology Advisory Committee – Director Casey. The Committee met on July 8, 2022; next meeting July 15, 2022 as a virtual meeting.
 - m. Report of the Insurance Ad Hoc Committee – Director Liberatore. The Committee met on May 24, 2022; next meeting TBA.
 - n. Report of the Website Ad Hoc Committee – Director Liberatore. The Committee met on July 6, 2022; next meeting August 10, 2022 at 10:00 a.m. in the Sycamore Room.
- 17. Future Agenda Items** – *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting.*
- 18. Recess** - *At this time, the Meeting will recess for lunch and reconvene to Executive Session to discuss the following matters per California Civil Code §4935.*

CLOSED SESSION NOTICE AND AGENDA

Approval of Agenda

Approval of the Following Meeting Minutes;

(a) June 14, 2022—Regular Closed Session

(b) June 22, 2022—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



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 30, 2022 – 9:30 a.m. Board Room
24351 El Toro Road, Laguna Woods, California

Directors Present: Anthony Liberatore, Maggie Blackwell, Diane Casey, Patricia English

Directors Absent: Azar Asgari, Andre Torng, Reza Bastani, Neda Ardani, Cash Achrekar, Pearl Lee, Lenny Rose

Staff Present: Siobhan Foster, Manuel Gomez, Bart Mejia, Ian Barnette, Sandra Spencer, Robbi Doncost, Justin Allen, Koh Shida, Keith Zilker, Laurie Chavarria, Guy West, Kurt Wiemann, Steve Hormuth, Jose Campos, Erika Hernandez, Richu Saju

Others Present: United - Advisor: Dick Rader
VMS - Cynthia Rupert

Call Meeting to Order – Anthony Liberatore, United President

President Liberatore called the meeting to order at 9:30 a.m. and confirmed there is no quorum.

Approval of Agenda

President Anthony Liberatore asked to add 2b for member comments to the agenda and Director English requested to remove Village Management Services from the agenda.

Director English made a motion to approve the agenda as amended. The motion was seconded by Director Blackwell.

Hearing no objections, the agenda was approved.

Member Comments

A Member asked the Board to consider a budget that accepts climate change when reviewing the budget for next year. She also asserted that turf removal, solar panel, and tree maintenance deserves more funding to adapt to climate change.

Budget Workshop: 2022 Service Level Review

Maintenance & Construction – Manuel Gomez, Director of Maintenance and Construction, presented the Department Budget Review for M&C – United Mutual and questions were addressed during the presentation.

Landscape Services – Kurt Wiemann, Director of Landscape Services, presented the Department Budget Review for Landscape – United Mutual and questions were addressed during the presentation.

Director's Comments

None

Adjournment

The meeting was adjourned at 10:22 a.m.

Anthony M. Liberatore

Anthony M. Liberatore (Jun 21, 2022 09:44 PDT)

Anthony Liberatore, President
United Laguna Woods Mutual Board of Directors



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

Thursday, June 2, 2022 – 1:30 p.m.
24351 El Toro Road, Laguna Woods, California
Hybrid Meeting

Directors Present: Anthony Liberatore – President, Lenny Ross, Maggie Blackwell, Diane Casey, Cash Achrekar, Andre Torng, Azar Asgari

Directors Absent: Pat English, Pearl Lee, Neda Ardani, Reza Bastani

Staff Present: Siobhan Foster, Carlos Rojas, Steve Hormuth, Jose Campos, Kurt Wiemann, Erika Hernandez

Others Present: United – Advisor: Richard “Dick” Rader
GRF – Juanita Skillman, Elsie Addington

Call Meeting to Order – Anthony Liberatore, President

President Liberatore called the meeting to order at 1:30 p.m. but no quorum was established and called for recess until 1:40 p.m. The meeting was called to order at 1:40 p.m. and President Liberatore established a quorum.

Approval of the Agenda

Hearing no objections to the agenda, the agenda was approved unanimously.

Chair Remarks

President Liberatore stated to remain cognizant of the approximate 6,300 community members the board represents when reviewing the budget.

Open Forum (Three Minutes per Speaker)

A member commented on the numbers presented on the staff report and requested to receive meeting materials in advance to review and remain involved in the budget process. He brought up some grammatical errors on the report that require corrections.

Kurt Wiemann, Director of Landscape Services, will make noted corrections and will distribute a revised narrative as soon as it's available.

Director Andre Torng made a comment on the member comments regarding corrections.

Review of the 2023 Business Plan – Version 1 – Landscape Review

Jose Campos, Assistant Director of Financial Services, shared that 2023 budget calendar and restated the purpose of the meeting and welcomed Kurt Wiemann.

Kurt Wiemann presented an overview of the proposed Version 1 2023 Business Plan for Landscape Services to gain some direction or make changes, if necessary. Several questions were asked by Board. Questions were addressed.

Adjournment

The meeting was adjourned at 11:33 a.m.

Anthony N. Liberatore

[Anthony N. Liberatore \(Jun 21, 2022 09:46 PDT\)](#)

Anthony Liberatore, President

United Laguna Woods Mutual Board of Directors



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

Monday, June 6, 2022 – 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Hybrid Meeting

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

Directors Absent: Neda Ardani

Staff Present: Siobhan Foster, Carlos Rojas, Steve Hormuth, Jose Campos, Robert Carroll, Manuel Gomez, Ian Barnette, Erika Hernandez

Others Present: United – Advisor: Richard “Dick” Rader

Call Meeting to Order – Anthony Liberatore, President

President Liberatore called the meeting to order at 9:30 a.m. but no quorum was established and called for recess until 9:40 a.m. The meeting was called to order at 9:40 a.m. and President Liberatore established a quorum.

Approval of the Agenda

Hearing no objections to the agenda, the agenda was approved unanimously.

Chair Remarks

President Liberatore briefly stated his role as chair is to create consensus and urged the Board Directors to remember that the first concern is the needs of the approximate 6,300 members of United.

Open Forum (Three Minutes per Speaker)

A member made a comment via email asking the board to consider an increase roof maintenance since the Canary Pine Island tree removal project was canceled.

A member made a comment via email requesting the board expand the roof clearing schedule and elaborated on the damage that the pine needles cause.

A member commented on the appreciation of President Liberatore's chair remarks. He also stated that his commentary on the budget review will remain constructive.

Director Andrey Torng asked if VMS staff has a quality check program in the budget. Director Diane Casey addressed his comment. Jose Campos, Assistant Director of Financial Services, made a follow up comment reiterating that the meeting is to discuss the service levels to maintenance and general services and encouraged the board to keep operational items to be addressed at the appropriate committee.

Review of the 2023 Business Plan – Version 1 – Maintenance Review

Jose Campos, Assistant Director of Financial Services, shared that 2023 budget calendar and restated the purpose of the meeting and welcomed Robert Carroll, Director of General Services, and Manuel Gomez, Director of Maintenance and Construction.

Robert Carroll presented an overview of the proposed Version 1 2023 Business Plan General Services to review and gain some direction and make changes, if necessary.

Manuel Gomez presented an overview of the proposed Version 1 2023 Business Plan for Maintenance for review and to gain some direction and make changes, if necessary.

Questions were either addressed as they arose or noted by Staff. Answers to pending questions will be emailed to Board members at a later date.

Adjournment

The meeting was adjourned at 12:46 p.m.

Anthony M. Liberatore

[Anthony M. Liberatore \(Jun 21, 2022 09: PDT\)](#)

Anthony Liberatore, President
United Laguna Woods Mutual Board of Directors



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, June 14, 2022- 9:30 a.m.
Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

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

Directors Absent: Neda Ardani (Excused)

Staff Present: CEO Siobhan Foster, Makayla Schwietert, Paul Nguyen, Jose Campos, and Robert Carroll

Others Present: GRF: Juanita Skillman
Third: None
VMS: Manny Robledo

1. Call Meeting to Order/Establish Quorum

President Liberatore 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 Achrekar led the pledge of allegiance.

3. Acknowledge Media

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

4. Approval of Agenda

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

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

5. Approval of Minutes

- a. May 10, 2022 – Regular Open Session
- b. May 20, 2022 – Special Open Meeting
- c. May 26, 2022 – Agenda Prep Meeting

Hearing no objections, the May 10, 2022 – Regular Open Session Minutes, May 20, 2022 Special Open Minutes, and May 26, 2022 – Agenda Prep Meeting Minutes were approved unanimously.

Director Bastani entered the meeting at 9:39 a.m.

6. Report of the Chair

- ☐ Reminded those present that the United Board of Directors are acting on behalf of the residents.

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 the upcoming events at the local library.
- A member commented on the Foundation of Laguna Woods Village's 25th anniversary.
- A member commented on the reserve fund of the United Laguna Woods Mutual.
- A member had commented on funds set aside for benches along the streets and serpentine walkway.
- A member commented on issues they are experiencing with another member of the community.
- A member commented on the size of the new dumpsters, and requested a quicker turnaround time for the lower profile dumpsters.

8. Responses to Open Forum Speakers

- Director English, Bastani, and Blackwell commented on the trash bins.
- Jose Campos commented on property tax funds.
- Director Asgari commented on a discussion from the previous board meeting, property tax funds, and thanked the staff at the library for the events they provide.
- Director Torng commented and asked questions regarding General Services.
- Director Ross commented on a member's comment regarding member to member harassment, and also discussed the solar program.
- President Liberatore commented on ladders.

Robert Carroll provided an update on the trash bins and green benches on the serpentine walkways.

9. VMS Board Update – Director Robledo

Director Robledo provided a presentation on the following:

- Maintenance & Service Completed Orders for May.
- Work Order Satisfaction Survey.
- May Survey Results.
- Resident Services May Performance.
- Human Resource Initiative Update.
- Resale Efficiency Enhancements.
- Media and Communications Cost Savings.

Director Robledo answered questions from the board.

Discussion ensued among the Directors.

10. CEO Report

CEO Siobhan Foster discussed the following items:

- Free Monday Movies at the Performing Arts Center at 2:00 p.m. on select Mondays for the months of June through August.
- Father's Day Brunch on Sunday June 19, 2022 at 11:00 a.m. in Clubhouse 5.
- Luncheon for Residents who are 90 years of age and older will be held on June 21, 2022 at 11:30 a.m. in Clubhouse 5.
- July 4, 2022 festivities begins with a golf cart parade at 11:00 a.m. at Clubhouse 5, and will end at Clubhouse 2. Reservations are available online via activenet. In addition, Clubhouse 2 will be having a concert event until 6:00 p.m., with children activities from 11:00 a.m. to 2:00 p.m.
- Summer Splash Days on July 8, 2022 and August 12, 2022 for children from Noon to 4:00 p.m. at Clubhouse 2.
- Performing Arts Center has an abundance of events scheduled.
- 2023 Annual Reservation lottery starts tomorrow, June 15, 2022. Visit or Contact Recreation.

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. Recommendation from the Landscape Committee:

- (1) Recommendation to Approve Tree Removal Request: 126-T Avenida Majorca – Once Canary Island Pine Tree

RESOLUTION 01-22-31

Approve Removal of One Canary Island Pine Tree 126-T Avenida Majorca

WHEREAS, February 12, 2013, that the Board of Directors adopted Resolution 0113-17, Tree Removal Guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on May 12, 2022, the Landscape Committee reviewed a request to remove one Canary Island Pine tree from the Member at 126-T, who cited the reasons as proximity to the building, an overcrowded situation due to another Canary Island Pine tree, dead needles, and a fire hazard; and

WHEREAS, the committee determined that the tree meets the guidelines established in Resolution 01-13-17, and thereby recommends approving the request for the removal of one Canary Island Pine tree located at 126-T Avenida Majorca;

NOW THEREFORE BE IT RESOLVED, June 14, 2022, the Board of Directors approves the request for the removal of one Canary Island Pine tree at 126-T; and

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

- (2) Recommendation to Deny Tree Removal Request 698-C Avenida Sevilla – One Canary Island Pine Tree (located at 717-C Avenida Sevilla)

RESOLUTION 01-22-33

Deny Removal of One Canary Island Pine Tree 717-C Avenida Sevilla (requested by 698-C)

WHEREAS, February 12, 2013, that the Board of Directors adopted Resolution 0113-17, Tree Removal Guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.

- Trees should not be removed because of view obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on May 12, 2022, the Landscape Committee reviewed a request to remove one Canary Island Pine tree from the Member at 698-C, who requested the removal of the tree at 717-C. The Member at 717-C is in favor of the removal. The reasons given for removal were poor condition and tree is leaning toward the units; 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 717-C Avenida Sevilla;

NOW THEREFORE BE IT RESOLVED, June 14, 2022, the Board of Directors denies the request for the removal of one Canary Island Pine tree at 717-C; and **RESOLVED FURTHER**, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

(3) Recommendation to Deny Tree Removal Request for One 35 Foot-Tall Carrotwood Tree

RESOLUTION 01-22-34

Deny Removal of One 35-Foot-Tall Carrotwood Tree 840-O Ronda Sevilla

WHEREAS, February 12, 2013, that the Board of Directors adopted Resolution 0113-17, Tree Removal Guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on May 12, 2022, the Landscape Committee reviewed a request to remove one 35-foot-tall Carrotwood tree from the Member at 840-O, who cited the reasons as overgrown, structural damage, poor condition, trip hazard due to cracks in the sidewalk, and the area is a hideout for coyotes; 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 35-foot-tall Carrotwood tree located at 840-O Ronda Sevilla;

NOW THEREFORE BE IT RESOLVED, June 14, 2022, the Board of Directors denies the request for the removal of the 35-foot-tall tree Carrotwood tree at 840-O; and

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

- (4) Recommendation to Approve Tree Removal Request: 840-O Rhonda Sevilla – One Volunteer Carrotwood Tree

RESOLUTION 01-22-35

**Approve Removal of One Volunteer Carrotwood Tree
840-O Ronda Sevilla**

WHEREAS, February 12, 2013, that the Board of Directors adopted Resolution 0113-17, Tree Removal Guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on May 12, 2022, the Landscape Committee reviewed a request to remove one volunteer Carrotwood tree, located two feet from a perimeter wall, from the Member at 840-O, who cited the reasons as overgrown, structural damage, poor condition, trip hazard due to cracks in the sidewalk, and the area is a hideout for coyotes; and

WHEREAS, the committee determined that the tree meets the guidelines established in Resolution 01-13-17, and thereby recommends approving the request for the removal of one volunteer Carrotwood tree, located two feet from the perimeter wall, at 840-O Ronda Sevilla;

NOW THEREFORE BE IT RESOLVED, June 14, 2022, the Board of Directors approves the request for the removal of one volunteer Carrotwood tree, located two feet from the perimeter wall, adjacent to 840-O; and

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

- b. **Recommendation from the Architectural Control and Standards Committee**
(1) Variance Request – 861-Q Ronda Mendoza (Madrid, 4), Revert a portion of Existing Room Addition to the Original Outdoor Atrium Conditions

RESOLUTION 01-22-36

Variance Request

WHEREAS, Mr. Timothy Hawco of 575-D Avenida Majorca, a Madrid style manor, requests Board approval of a variance for reverting a portion of a prior approved existing Atrium Enclosure back to a smaller outdoor Atrium with the conditions stated in Appendix A; and

WHEREAS, a Neighborhood Awareness Notice was sent to Members of affected units notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on May 19, 2022; and

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

NOW THEREFORE BE IT RESOLVED, on June 14, 2022, the Board of Directors hereby approves the request for reverting a portion of existing room addition to the original outdoor atrium conditions; and

RESOLVED FURTHER, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 575-D Avenida Majorca and all future Mutual Members at 575-D Avenida Majorca; 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.

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

- d. **Update Committee Appointments**

RESOLUTION 01-22-37

United Laguna Woods Mutual Committee Appointments

RESOLVED, June 14, 2022, that the following persons are hereby appointed to serve the Corporation in the following capacities:

Architectural Control and Standards Committee

Anthony Liberatore (Chair)

Reza Bastani

Cash Achrekar

Non-Voting Advisors: Michael Mehrair

Finance Committee

Azar Asgari,

Chair Pat English

Lenny Ross

Advisor: Dick Rader

Governing Documents Review Committee

Maggie Blackwell (Chair)

Diane Casey

Pearl Lee

Advisor: Dick Rader, Juanita Skillman, Mary Stone

Landscape Committee

Diane Casey (Chair)

Maggie Blackwell

Lenny Ross

Maintenance and Construction Committee

Pat English (Chair)

Reza Bastani

Pearl Lee

Non-voting Advisor: Ken Deppe

Members Hearing Committee

Neda Ardani (Chair)

Pearl Lee

Maggie Blackwell

New Resident Orientation

Maggie Blackwell (Chair) Cash

Achrekar

Resident Advisory Committee

Pearl Lee (Chair)

Diane Casey

Maggie Blackwell

Advisor: Nancy Lannon

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

RESOLVED FURTHER Resolution 01-22-27, adopted May 10, 2022, is hereby superseded and canceled.

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

RESOLUTION 01-22-38

Golden Rain Foundation Committee Appointments

RESOLVED, June 14, 2022, that in compliance with Article 7, Section 7.3 of the Golden Rain Foundation Bylaws, adopted September 29, 2014, the following persons are hereby appointed to serve on the committees of the Golden Rain Foundation:

GRF Strategic Planning Committee

Cash Achrekar
Diane Casey
Anthony Liberatore, Alternate

GRF Community Activities Committee

Maggie Blackwell
Diane Casey

GRF Finance

Azar Asgari
Pat English
Diane Casey, Alternate

GRF Landscape Committee

Maggie Blackwell
Diane Casey

GRF Maintenance & Construction

Cash Achrekar
Lenny Ross

Clubhouses & Facilities Renovation Ad Hoc Committee

Diane Casey
Pat English

GRF Media and Communications Committee

Neda Ardani
Maggie Blackwell

GRF Mobility and Vehicles Committee

Maggie Blackwell
Pearl Lee

GRF Security and Community Access

Maggie Blackwell Cash
Achrekar

Disaster Preparedness Task Force

Diane Casey
Anthony Liberatore
Cash Achrekar, Alternate

Laguna Woods Village Traffic Hearings

Neda Ardani
Anthony Liberatore

Purchasing Ad Hoc Committee

Diane Casey Neda
Ardani

Information Technology Advisory Committee

Diane Casey

Cash Achrekar

Broadband Ad Hoc Committee

Diane Casey

Equestrian Center Ad Hoc Committee

Pat English

Pearl Lee

Insurance Ad Hoc Committee

Anthony Liberatore

Cash Achrekar

Lenny Ross

Website Ad Hoc Committee

Anthony Liberatore

Pearl Lee

~~Azar Asgari, Alternate~~

RESOLVED FURTHER, that Resolution 01-22-28, adopted May 10, 2022, is hereby superseded and cancelled.

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

President Liberatore called for an approval of the Consent Calendar.

Director Blackwell made a motion to approve the Consent Calendar. Director English seconded the motion.

Hearing no changes or objections, the motion was called to a vote and passed 5-3-1. Directors' Bastani, Casey, and Torng opposed. Director Asgari abstained. President Liberatore did not vote.

12. Unfinished Business

- a. **Entertain a Motion to Have Future Meetings as Hybrid and In-Person (MAY Initial Notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)**

Discussion ensued among the board regarding the following resolution:

RESOLUTION 01-22-39

Hybrid Board and Committee Meeting Format

WHEREAS, there is no legal requirement in the bylaws, Civil Code or Corporations Code for board and committee meetings to be conducted by videoconference, or that boards make videoconference attendance available to directors; and

WHEREAS, at the April 12, 2022, open meeting of the Board of Directors, directors expressed the interest in conducting future board and committee meeting in-person and/or by videoconference.

NOW THEREFORE BE IT RESOLVED, June 14, 2022 the Board of Directors of this Corporation hereby authorizes that future board and committee meetings be conducted in hybrid format allowing for director participation in-person and/or by videoconference via Zoom or another virtual platform; and

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

Discussion ensued among the board.

President Liberatore made a motion to end the debate. Director Ross seconded.

Hearing no changes or objections, the motion was called to a vote and passed 7-2. Directors Lee and English opposed. President Liberatore did not vote.

Director Blackwell made a motion to approve Resolution 01-22-39. Director Ross seconded.

Hearing no changes or objections, the motion was called to a vote and passed 6-3. Directors' Ross, Lee, and English opposed. President Liberatore did not vote.

- b. Consistent with its statutory obligations under Civil Code §5501, a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed the United Laguna Woods Mutual preliminary financials for the months of February, March, and April 2022, such review is hereby ratified.**

Director Blackwell made a motion to have the Financials for the months of February, March, April, and May 2022 on the July agenda. Director Ross seconded.

Hearing no objections, the motion was approved unanimously.

- c. **Inter-Board Anti-Harassment, Anti-Abuse, and Anti-Intimidation Policy and Formation of Joint Hearing Body (MAY Initial Notification – Revised June 2022 – 28-day notification for member review and comment to comply with Civil Code §4360)**

RESOLUTION 01-22-XX

**Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and
Charter of the Joint Hearing Body Committee**

WHEREAS, the Board of Directors of United Laguna Woods Mutual (United”), Golden Rain Foundation (“GRF”), and Third Laguna Hills Mutual (“Third”) require a clear and consistent policy to address claims of harassment, abuse and intimidation by directors to staff of Village Management Services, Inc. (“VMS”), fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents to staff of VMS, directors and other residents; and

WHEREAS, this Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy (“Policy”) is intended to provide guidance relative to such behavior and issue a mechanism for addressing same by the Anti-Harassment, Anti-Abuse and Anti-Intimidation Joint Hearing Body Committee; and

WHEREAS, this Policy is being adopted by the Board of Directors of United, GRF, and Third in the exercise of their respective duties to maintain, protect and enhance the value and desirability of Laguna Woods Village and the interests of all of its members.

NOW THEREFORE BE IT RESOLVED, July 12, 2022 that the Board of Directors of this Corporation hereby introduces the Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and Charter of the Joint Hearing Body Committee, as attached to the official minutes of this meeting; and

RESOLVE FURTHER, that Resolution 01-18-102, adopted September 26, 2018, is hereby superseded and canceled; 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.

Corporate Secretary, Makayla Schwietert, & Assistant Corporate Secretary, Paul Nguyen, read member comments regarding harassment within the community.

Director Blackwell made a motion to accept the Resolution for postponement to 28-day member review and comment. Director Casey seconded.

Discussion ensued among the board.

The motion was called to a vote and passed 6-3. Directors' Asgari, Torng and Bastani opposed. President Liberatore did not vote.

- d. **Entertain a Motion to Approve the Amendment to Election of Membership and Voting Policy (MAY Initial Notification – postpone 28-days for Member review and comments to comply with Civil Code §4360 has been satisfied)**
RESOLUTION 01-22-40

Membership Election & Voting Policy

WHEREAS, the Board recognized the need to amend the Membership Election & Voting Policy to align with the current California Civil Code;

NOW THEREFORE BE IT RESOLVED; June 14, 2022, that the Board of Directors of this Corporation hereby approves the revised Membership Election & Voting Policy, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 01-20-26 adopted June 9, 2020 is hereby superseded in its entirety and cancelled; and

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

Discussion ensued among the board.

Director Torng made requested to make an amendment regarding any candidates who receive additional information from VMS or their HOA, should be reciprocated for all candidates to receive the same information. Director Asgari seconded.

Discussion ensued among the board.

President Liberatore ruled that the motion is dilatory and out of order, and gave staff directive to look into this motion to see if it goes against Davis Sterling.

Director Blackwell made motion to end debate. President Liberatore seconded the motion.

Hearing no changes or objections, the motion was called to a vote and passed 7-3. Directors' Asgari, Torng, and Bastani opposed. President Liberatore did not vote.

Director Casey made a motion to approved Resolution 01-22-40. Director Ross seconded.

Hearing no changes or objections, the motion was called to a vote and passed 7-3. Director Asgari, Torng, and Bastani opposed. President Liberatore did not vote.

e. Strategic Planning Update – President Liberatore (Oral Discussion)

President Liberatore discussed strategic planning and commented that Director Asgari will present the board's Strategic Plans at their upcoming Special Open meeting on June 17, 2022.

Discussion ensued among the board.

13. New Business – None

14. Director Comments (Two minutes per director)

- Multiple Directors commented on the Anti-harassment Policy.
- Multiple Directors commented improving the way the Board meetings are handled amongst the Board.

15. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Asgari. The Committee met on May 31, 2022; next meeting June 28, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.

 - (1) Treasurer's Report
 - (2) United Finance Committee Report
 - (3) Resales/Leasing Reports
- b. Report of the Architectural Control and Standards Committee – President Liberatore. The Committee met on May 19, 2022; next meeting June 16, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- c. Report of Member Hearings Committee – Director Ardani. The Committee met on May 26, 2022; next meeting June 23, 2022, 9:00 a.m. in the Board Room and as a virtual meeting.
- d. Report of the Governing Documents Review Committee – Director Blackwell. The Committee met on May 19, 2022; next meeting June 16, 2022, 1:30 p.m. in the Board Room and as a virtual meeting.
- e. Report of the Landscape Committee – Director Casey. The Committee met on June 9, 2022; next meeting July 14, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.

- f. Report of the Maintenance & Construction Committee – Director English. The Committee met on April 27, 2022; next meeting June 22, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- g. Report of the United Resident Advisory Committee – Director Lee. The committee met on June 9, 2022; next meeting July 14, 2022, at 4:00 p.m. in the Elm Room and as a virtual meeting.

16. GRF Committee Highlights

- h. Report of the GRF Finance Committee – Director Asgari. The Committee met on April 20, 2022; next meeting June 15, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- i. Report of the GRF Strategic Planning Committee— Director Casey. The Committee met on May 2, 2022; next meeting TBA.
- j. Report of the Community Activities Committee – Director Blackwell. The committee met on June 9, 2022; next meeting July 14, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Equestrian Center Ad Hoc Committee – Director Lee. The Committee met on March 30, 2022; next meeting TBA.
- k. Report of the GRF Landscape Committee – Director Casey. The Committee met on June 8, 2021; next meeting September 14, 2022, at 1:30 p.m. as a virtual meeting.
- l. Report of the GRF Maintenance & Construction Committee – Director Achrekar. The Committee met on June 8, 2022; next meeting August 10, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Clubhouse (Facilities) Ad Hoc Committee – Director Casey. The Ad Hoc Committee met May 25, 2022; next meeting June 24, 2022.
- m. Report of the Media and Communication Committee – Director Blackwell. The Committee met on May 16, 2022; next meeting June 20, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- n. Report of the Mobility and Vehicles Committee – Director Blackwell. The Committee met on June 1, 2022; next meeting July 3, 2022, 1:30 p.m. in the Board Room and as a virtual meeting.
- o. Report of the Security and Community Access Committee – Director Blackwell. The Committee met on April 25, 2022; next meeting June 27, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.

- p. Laguna Woods Village Traffic Hearings – Director Ardani. The Hearings were held on May 18, 2022; next hearings will be held June 15, 2022, at 9:00 a.m. as a virtual meeting.
- q. Report of the Disaster Preparedness Task Force – Director Casey. The Task Force met on March 29, 2022; next meeting July 26, 2022, at 9:30 in the Board Room a.m. and as a virtual meeting.
- r. Report of the Purchasing Task Force Ad Hoc Committee – Director Ardani. The Committee met on April 7, 2022; next meeting TBA.
- s. Report of the Information Technology Advisory Committee – Director Casey. The Committee met on June 10, 2022; next meeting June 17, 2022 as a virtual meeting.
- t. Report of the Insurance Ad Hoc Committee – Director Liberatore. The Committee met on May 24, 2022; next meeting TBA.
- u. Report of the Website Ad Hoc Committee – Director Liberatore. The Committee met on March 9, 2022; next meeting July 6, 2022 at 10:00 a.m. in the Sycamore Room.

Director Asgari requested to be removed from the Website Ad Hoc Committee as a member and alternate.

17. Future Agenda Items – None

Director Bastani left the meeting at 1:10 p.m.

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 1:22 p.m. into the Closed Session.

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

During the March 8, 2022, Regular Closed Session, the Board:

Approval of Agenda

Approval of the Following Meeting Minutes;

(a) May 2, 2022—Special Closed Session

(b) May 10, 2022—Regular Closed Session

(c) May 26, 2022—Special Closed Session

Discussed and Considered Litigation, Legal and Legislation Matters

Discussed Personnel Matters

Discussed Member and Board Disciplinary Matters

19. Adjourn

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

DocuSigned by:

Maggie Blackwell

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Maggie Blackwell, 1st VP of the Board
United Laguna Woods Mutual



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

**Friday, June 17, 2022- 2:00 p.m.
Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

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

Directors Absent: Cash Achrekar (Excused)

Staff Present: Paul Nguyen

Others Present: None

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

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

2. Approval of Agenda

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

Hearing no changes or objections, the agenda was approved unanimously

3. Discuss Strategic Planning

- Director Bastani proposed that to leave special meetings on the agenda.
- Director Ross stated that at a previous meeting, discussions were made with short term and long-term goals.
- Director Ardani commented on the importance of hearing from residents, and discussed accepting more vendor bids.
- Director Torng commented on how these recommendations are a this is a great collection of items. He additionally discussed the topic of hiring outside contractors.
- Director Asgari discussed the Strategic Plans recommendations, and went one by one discussing each item.

Further discussion ensued among the board regarding Strategic Planning.

After going over each item, the Board elected to move forward with the following:

- Starting Town hall w/Theme
- Open Forum on the website so residents can write their concern
- Published the master plan so that all residents can follow the board discussion
- Publish how master plan drives our budget
- Communication between Board and VMS
- Communication between Committee and Members
- Establish healthy professional attitude among Board Members
- Turf reduction
- Water usage program in TV, Globe, ads....
- Water wise plants
- Water reclamation
- Use more colorful plant from drought tolerant plants (like Succulent family), create beauty with less water
- Replace old shrub
- Maintain trees -trim trees
- Plan to avoid increasing HOA
- Managing budget process
- Quality improves to avoid repeated request
- Involve more vendors to create competition for lower bid
- Lower insurance
- Work request reduction by quality check
- Implement best practices
- Staff training-self motivation staff, certification training
- Create loan by Contingency fund
- Maintain service levels
- Establish an online application for alteration
- Background check for new owners and new renters and new occupant going forward
- Update governing document for refusal of felonies under twenty years similar to Third Mutual
- Following Reserve study to keep infrastructure in proper and good shape
- Use alternative cost effective for different element of buildings, like use sealing pipes instead of replacing pipes

4. Open Forum (Three Minutes per Speaker)

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

- A member commented about lowering insurance, food waste, water conservation, and Age Well Transportation.

5. Director Comments

- Director Asgari responded to the member's comments.

- Director Torng stated he plans to add more goals in the future regarding United's Strategic Planning.

6. Future Agenda Items – None

7. Adjourn

The meeting was adjourned at 4:08 p.m.

Neda Ardani

[Neda Ardani \(Jun 20, 2022 12:48 PDT\)](#)

Neda Ardani, Secretary of the Board
United Laguna Woods Mutual

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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, June 23, 2022, at 2:00 p.m.
24351 El Toro Road, Laguna Woods, California
WILLOW ROOM/VIRTUAL MEETING

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

Directors Present: Anthony Liberatore, Andre Torng, Maggie Blackwell, Diane Casey,
Azar Asgari, Neda Ardani, Reza Bastani

Directors Absent: Pearl Lee (excused), Cash Achrekar, Pat English, Lenny Ross

Staff Present: CEO-Siobhan Foster, Makayla Schwietert, Paul Nguyen,
Catherine Laster

Others Present: None

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

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

2. Approval of the Agenda

President Liberatore called for an approval of the agenda.

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

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

Director Bastani made a motion to move Update Committee Appointments to Unfinished Business. Director Casey seconded.

Discussion ensued among the board.

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

Further discussion ensued regarding whether the item, entertain a Motion to Award a Contract to Cardoso & Associates, Inc. should be placed on the Closed Session agenda or not.

The Board discussed the allowance of having the United Mutual attorney, Jeff Beaumont, Esq., provide short-term legal advice to the VMS Board.

Additional discussion ensued among the board pertaining to the health concerns of a Director.

President Liberatore recessed the meeting at 2:31 p.m.

The meeting resumed at 2:41 p.m.

President Liberatore declared the July 12, 2022 open and closed agendas were approved unanimously.

4. Director Comments – None

5. Adjournment

President Liberatore adjourned the meeting at 3:17 p.m.

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



RESOLUTION 01-22-XX

Deny Removal of One Canary Island Pine Tree 54-C Calle Aragon

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 June 9, 2022, the Landscape Committee reviewed a request to remove one Canary Island Pine tree from the Member at 54-C, who cited the reasons as proximity to the building, structural damage, litter/debris, overgrown, and poor condition; 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 54-C Calle Aragon;

NOW THEREFORE BE IT RESOLVED, July 12, 2022, the Board of Directors denies the request for the removal of the Canary Island Pine tree at 54-C; 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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RESOLUTION 01-22-XX

Deny Removal of four Canary Island Pine Trees, one Silk Oak Tree, and Approve Removal of one Monterey Pine Tree 100-A 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 June 9, 2022, the Landscape Committee reviewed a request to remove four Canary Island Pine trees, one Monterey Pine, and one Silk Oak tree from the Member at 100-A, who cited the reasons as overgrown, poor condition, structural damage, sewer damage, and the pooling of water at the unit's planter area; and

WHEREAS, the committee determined that the request for removal of four Canary Island Pine trees and one Silk Oak tree does not meet the guidelines established in Resolution 01-13-17, and thereby recommends denying the request for the removal of four Canary Island Pine trees and one Silk Oak tree located at 100-A Via Estrada; and

WHEREAS, the committee determined that the request for removal of one Monterey Pine tree meets the guidelines established in Resolution 01-13-17, and thereby recommends approving the request for the removal of one Monterey Pine tree located at 100-A Via Estrada;

NOW THEREFORE BE IT RESOLVED, July 12, 2022, the Board of Directors denies the request for the removal of four Canary Island Pine trees and one Silk Oak tree at 100-A; and

RESOLVED FURTHER, July 12, 2022, the Board of Directors approves the request for the removal of one Monterey Pine tree located at 100-A Via Estrada; 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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RESOLUTION 01-22-XX

Deny Removal of One Canary Island Pine Tree 220-D Avenida Majorca

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 June 9, 2022, the Landscape Committee reviewed a request to remove one Canary Island Pine tree from the Member at 220-D, who cited the reasons as the potential for structural damage, litter/debris, overgrown, and a conflict with the building, roof, gutters, and the air conditioning unit; 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 220-D Avenida Majorca;

NOW THEREFORE BE IT RESOLVED, July 12, 2022, the Board of Directors denies the request for the removal of the Canary Island Pine tree at 220-D; 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

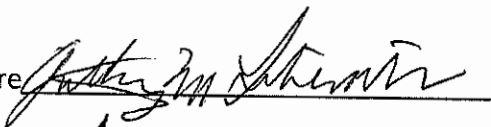
By way of Resolution 01-20-52, the Board of Directors of United Laguna Woods Mutual has elected to delegate its authority to act upon and approve or deny sublease applications to an authorized agent. On a monthly basis, a subcommittee of the Board, consisting of United's secretary and at least one other 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 June 30, 2022.

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

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

UNITED LAGUNA WOODS MUTUAL

Signature 
Print Name ANTHONY M. LIBERATORI
Title PRESIDENT UNITED MUTUAL LWW
Date 07/06/2022

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 June 30, 2022.

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

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

UNITED LAGUNA WOODS MUTUAL

Signature Anthony M. Liberatore
Print Name ANTHONY M. LIBERATORE
Title PRESIDENT / UNITED LAGUNA WOODS MUTUAL
Date 07/06/2022



RESOLUTION 01-22-XX

United Laguna Woods Mutual Committee Appointments

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

Architectural Control and Standards Committee

Anthony Liberatore (Chair)
Reza Bastani
Cash Achrekar
Non-Voting Advisors: Michael Mehrair

Finance Committee

Azar Asgari, Chair
Pat English
Lenny Ross
Advisor: Dick Rader

Governing Documents Review Committee

Maggie Blackwell (Chair)
Diane Casey
Pearl Lee
Advisor: Dick Rader, Juanita Skillman, Mary Stone

Landscape Committee

Diane Casey (Chair)
Maggie Blackwell
Lenny Ross
Advisors: Theresa Frost, Mike Peters, Annie Zipkin

Landscape Tree Ad Hoc

Diane Casey (Chair)
Advisors: Jack Salvador, Robert Reyes, Carl Randazzo, Joseph Sean Stry, Cheryl Nielsen, Ken Benson, Mary Sinclair

Maintenance and Construction Committee

Pat English (Chair)
Reza Bastani
Pearl Lee
Non-voting Advisor: Ken Deppe

Members Hearing Committee

Neda Ardani (Chair)

Pearl Lee

Maggie Blackwell

New Resident Orientation

Maggie Blackwell (Chair)

Cash Achrekar

Resident Advisory Committee

Pearl Lee (Chair)

Diane Casey

Maggie Blackwell

Advisor: Nancy Lannon

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

RESOLVED FURTHER Resolution 01-22-37, adopted June 14, 2022, is hereby superseded and canceled.

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



RESOLUTION 01-22-XX

Golden Rain Foundation Committee Appointments

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

GRF Strategic Planning Committee

Cash Achrekar
Diane Casey
Anthony Liberatore, Alternate

GRF Community Activities Committee

Maggie Blackwell
Diane Casey

GRF Finance

Azar Asgari
Pat English
Diane Casey, Alternate

GRF Landscape Committee

Maggie Blackwell
Diane Casey

GRF Maintenance & Construction

Cash Achrekar
Lenny Ross

Clubhouses & Facilities Renovation Ad Hoc Committee

Diane Casey
Pat English

GRF Media and Communications Committee

Neda Ardani
Maggie Blackwell

GRF Mobility and Vehicles Committee

Maggie Blackwell
Pearl Lee

GRF Security and Community Access

Maggie Blackwell
Cash Achrekar

Disaster Preparedness Task Force

Diane Casey
Anthony Liberatore
Cash Achrekar, Alternate

Laguna Woods Village Traffic Hearings

Neda Ardani
Anthony Liberatore, **Alternate**

Purchasing Ad Hoc Committee

Diane Casey
Neda Ardani

Information Technology Advisory Committee

Diane Casey
Cash Achrekar

Broadband Ad Hoc Committee

Diane Casey

~~Equestrian Center Ad Hoc Committee~~

~~Pat English~~
~~Pearl Lee~~

Insurance Ad Hoc Committee

Anthony Liberatore
Cash Achrekar
Lenny Ross

Website Ad Hoc Committee

Anthony Liberatore, **Alternate**
Pearl Lee
~~Azar Asgari, Alternate~~

RESOLVED FURTHER, that Resolution 01-22-38, adopted June 14, 2022,
is hereby superseded and cancelled.

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



Treasurer's Report for July 12, 2022 Board Meeting

SLIDE 1 – Through the reporting period of **May 31, 2022**, total revenue for United was \$19,103K compared to expenses of \$17,631K, resulting in net expense of \$1,472K.

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 \$852K through the reporting period. This chart shows how much of our revenue went into operations, with \$9,383K coming in from assessments and \$656K coming from non-assessment revenue (without Unrealized Gains). This is compared to operating expenditures of \$9,187K (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 \$2,092K when combining both operating and reserve savings.

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

Outside Services \$1,593K; Timing. Budgets are spread evenly for programs such as building structures, roof replacement, waste line remediation, tree maintenance, countertops/floors/shower enclosures, and plumbing. Favorable variance was offset by Landscape shrub-bed maintenance, which was contracted to outside vendor for a short-term as the budgeted positions are filled.

Employee Compensation \$772K; Favorable variance resulted primarily in M&C departments and Landscape due to open positions. Impacted areas include ground maintenance, damage restorations, carpentry, and plumbing. Recruitment is in progress to fill current open positions.

Materials and Supplies \$278K; Favorable variance resulted in several areas of operations such as interior components, paint, carpentry, and appliances due to timing of expenditures. Although budgeted throughout the year, expenditures will occur later.

Insurance \$133K; Favorable variance resulted due to lower premiums for property and casualty insurance upon renewal on 10/1/2021.

Unrealized Gain/(Loss) On Investments (\$737K); Unfavorable variance due to adverse conditions for bond index fund investments during the reporting period. A monthly entry is made to reflect investment market conditions, which fluctuate. It is important to note that May showed an unrealized gain of \$94K.



Treasurer's Report for July 12, 2022 Board Meeting

Utilities (\$58K); Unfavorable variance due to less seasonal rainfall. Budget was based on a five-year average of water consumption, however, seasonal rainfall through May was 74% lower than 5-year average during the same period. Variance was partially offset by trash due to the timing of bills. Only 4 months' worth of bills were entered as of the reporting period. Trash is anticipated to be in line with budget by the end of June.

SLIDE 5 – On this pie chart, we show non-assessment revenues earned to date of \$721K, excluding the Unrealized Loss on Available for Sale Investments. If you include the unrealized loss on investments, non-assessment revenue totaled a loss of (\$16K). Revenue is organized by category, starting with our largest revenue generating category Fees and Charges to Residents, followed by Laundry, Lease Processing Fee, Resale Processing Fee, and so forth.

SLIDE 6 – On this pie chart, we see the expenses to date of \$18M, showing that our largest categories of expense are for Employee Compensation, Property and Sales Tax, followed by, Utilities, Insurance, Outside Services, Materials and Supplies, and so forth. At the upper right corner, we show a breakout of the utility category.

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

SLIDE 8 – Our fund balances are shown here. The Contingency Fund balance on May 31, 2022 was \$1,114K. The Reserve Fund balance on May 31, 2022 was \$19,852K. Contributions and investment revenue collected totaled \$3,830K while expenditures were \$3,146K. Property Taxes Fund balance on May 31, 2022 was (\$77K). Contributions and investment revenue collected totaled \$5,246K while expenditures were \$5,216K.

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

SLIDE 10 – We have a slide here to show resale history from 2020 - 2022. Through May 31, 2022, United sales totaled 211, which is 46 resales higher than prior year for the same time period. The average YTD resale price for a United Mutual manor was \$332K, which is \$72K higher than prior year for the same time period.

Financial Report

Preliminary as of May 31, 2022



INCOME STATEMENT (in Thousands)		ACTUAL
Assessment Revenue		\$19,119
Non-assessment Revenue		(\$16)
Total Revenue		\$19,103
Total Expense		\$17,631
Net Revenue/(Expense)		\$1,472

Financial Report

Preliminary as of May 31, 2022



OPERATING ONLY INCOME STATEMENT ¹ (in Thousands)	ACTUAL
Assessment Revenue	\$9,383
Non-assessment Revenue ¹	\$656
Total Revenue	\$10,039
Total Expense ²	\$9,187
Operating Surplus	\$852

1) Excludes unrealized loss

2) Excludes depreciation

Financial Report

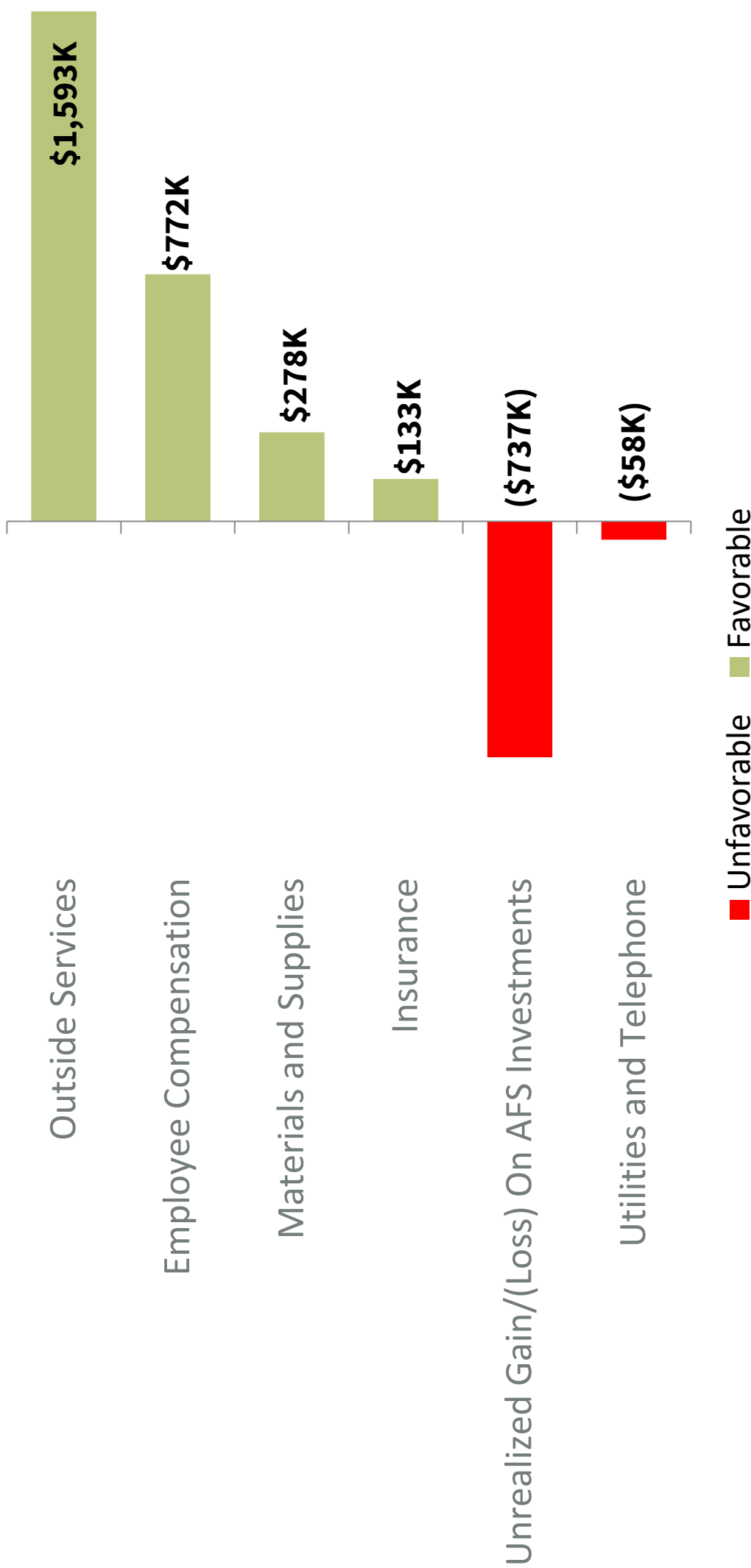
Preliminary as of May 31, 2022



INCOME STATEMENT (in Thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$19,119	\$19,040	\$79
Non-assessment Revenue	(\$16)	\$763	(\$779)
Total Revenue	\$19,103	\$19,803	(\$700)
Total Expense	\$17,631	\$20,423	\$2,792
Net Revenue/(Expense)	\$1,472	(\$620)	\$2,092

Financial Report

Preliminary as of May 31, 2022



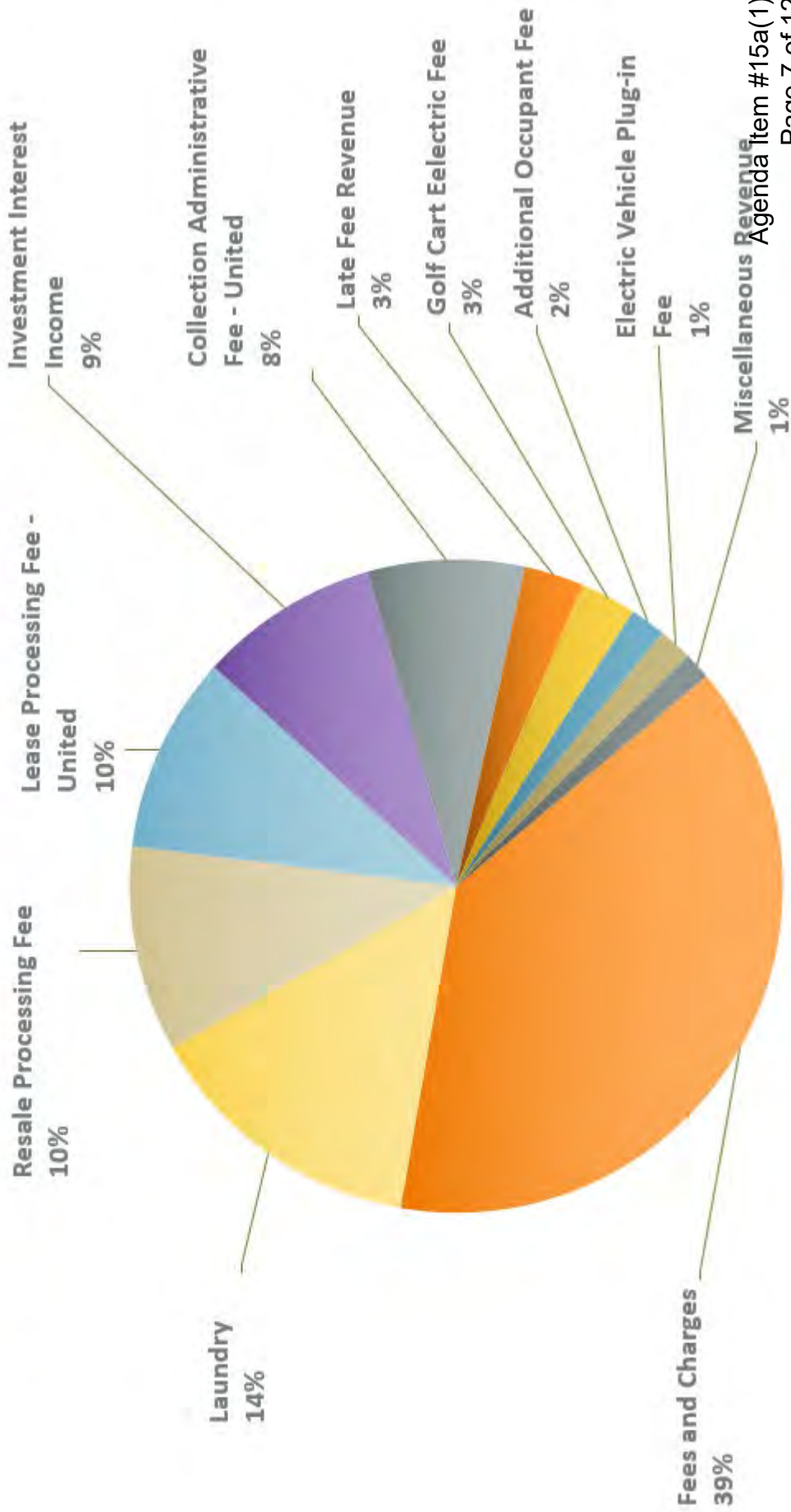
Financial Report

Preliminary as of May 31, 2022



UNITED LAGUNA WOODS
— M U T U A L —

Total Non Assessment Revenues \$721,403 excluding Unrealized Loss on AFS Investments



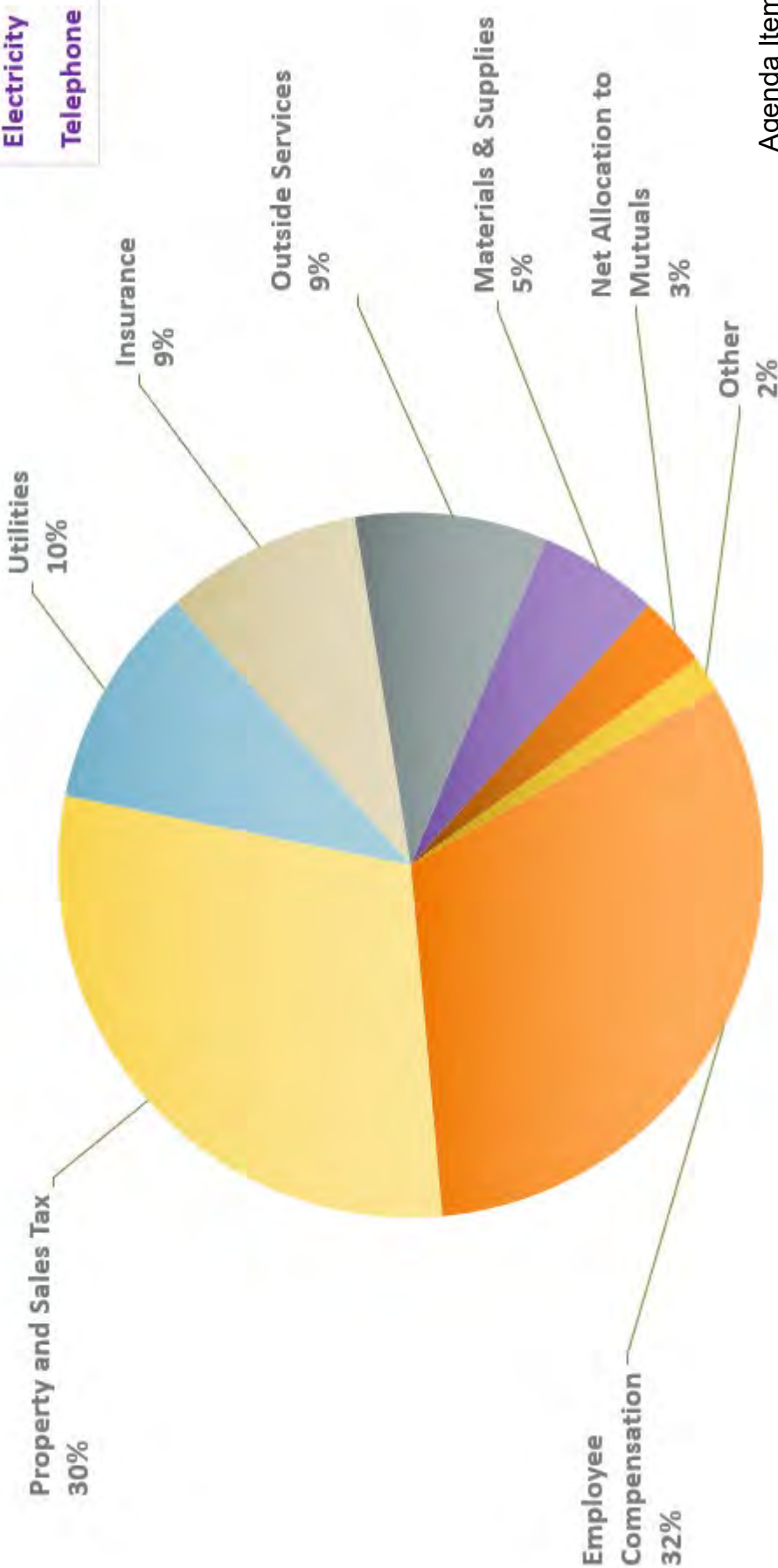
Financial Report

Preliminary as of May 31, 2022



UNITED LAGUNA WOODS
— M U T U A L —

Total Expense \$17,630,664



Sewer	\$807,504
Water	\$740,213
Trash	\$182,854
Electricity	\$75,846
Telephone	\$267

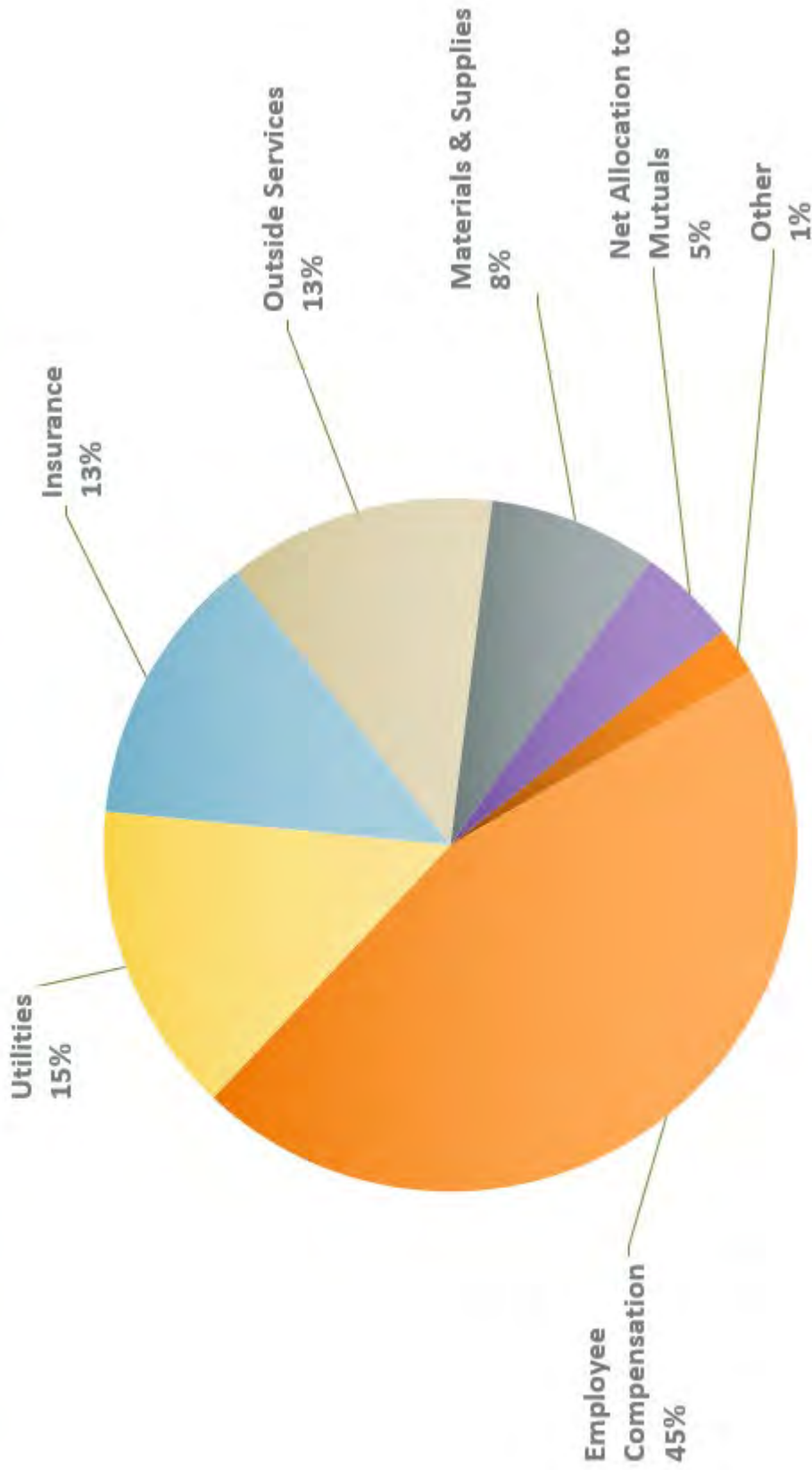
Financial Report

Preliminary as of May 31, 2022



UNITED LAGUNA WOODS
— M U T U A L —

Total Expenses Excluding Property and Sales Tax \$12,414,615



Financial Report

Preliminary as of May 31, 2022

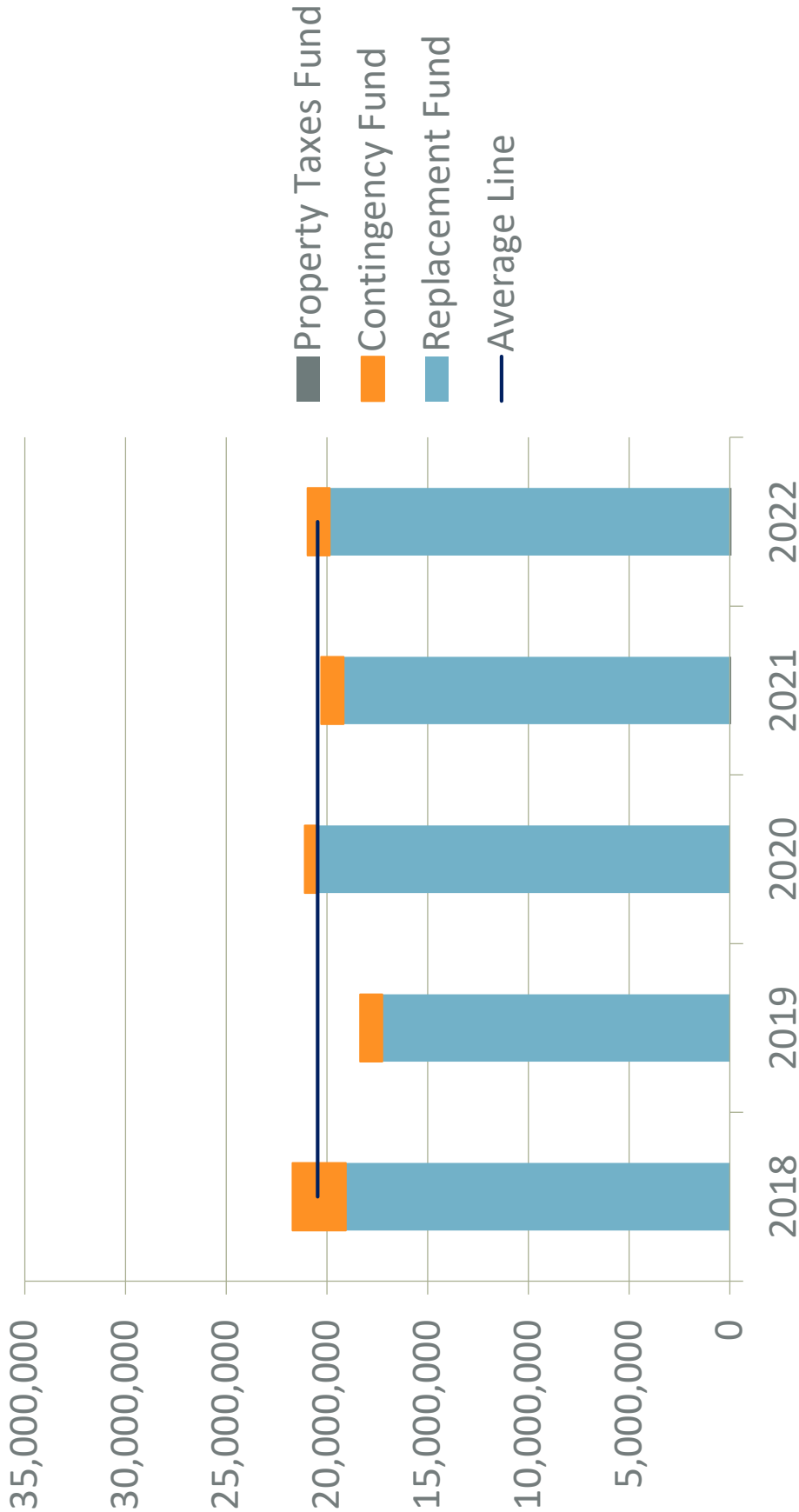


NON-OPERATING FUND BALANCES (in Thousands)	CONTINGENCY	RESERVE	PROPERTY TAX
Beginning Balances: 1/1/22	\$1,114	\$19,168	(\$107)
Contributions & Interest	0	3,830	5,246
Expenditures	0	3,146	5,216
Current Balances: 5/31/22	\$1,114	\$19,852	(\$77)

Financial Report

Preliminary as of May 31, 2022

FUND BALANCES – United Mutual



Financial Report

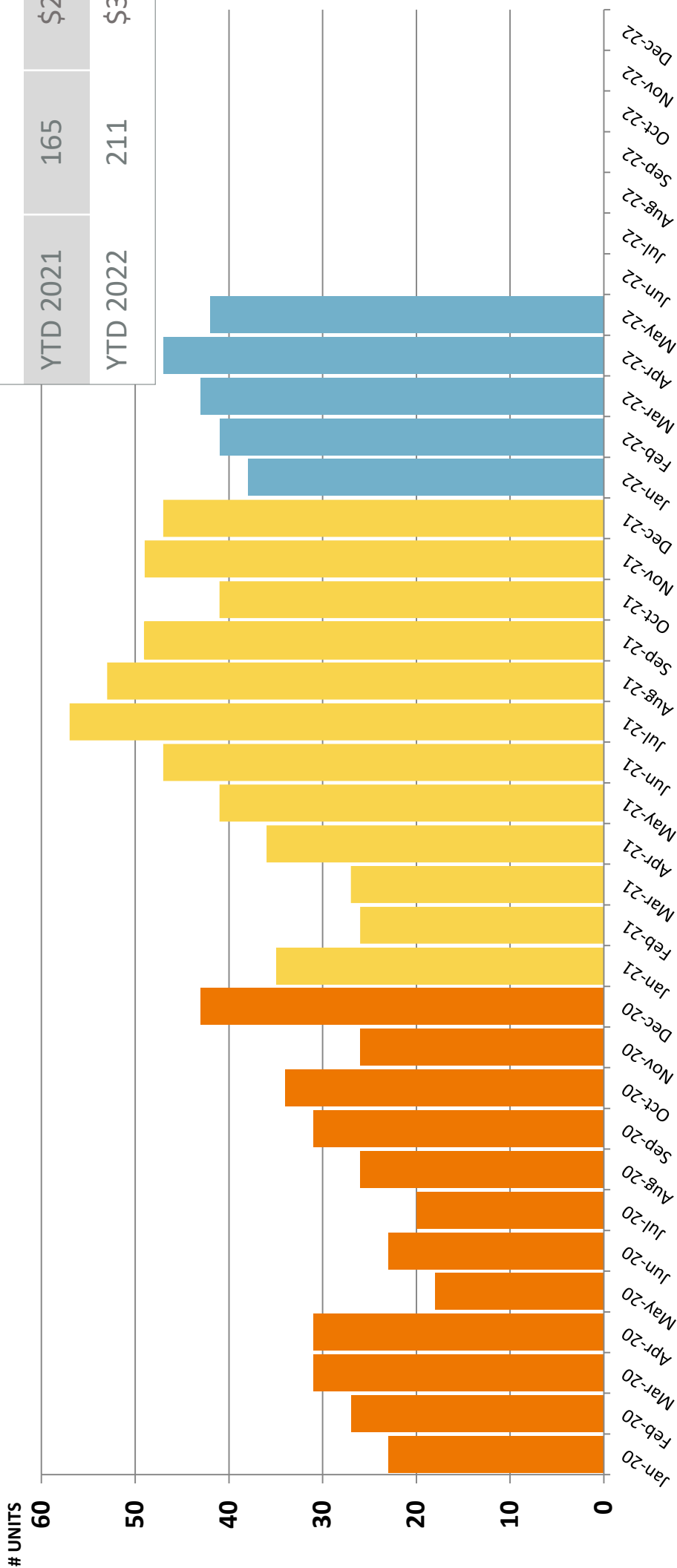
Preliminary as of May 31, 2022

RESALE HISTORY – United Mutual



UNITED LAGUNA WOODS
— M U T U A L —

	NO. OF RESALES	AVG. RESALE PRICE
YTD 2020	130	\$247,776
YTD 2021	165	\$259,175
YTD 2022	211	\$331,612





FINANCE COMMITTEE MEETING REPORT OF THE REGULAR OPEN SESSION

Tuesday, June 28, 2022 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: Azar Asgari – Chair, Anthony Liberatore
DIRECTORS ABSENT: Lenny Ross, Pat English
ADVISORS PRESENT: Dick Rader
STAFF PRESENT: Steve Hormuth, Jose Campos, Manuel Gomez, Ian Barnette, Kurt Wiemann, Erika Hernandez
OTHERS PRESENT: United – Diane Casey, Maggie Blackwell, Cash Achrekar
GRF – Juanita Skillman, Elsie Addington

Call to Order

Director Azar Asgari, Treasurer, chaired the meeting and called it to order at 1:33 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 May 31, 2022

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

Chair Remarks

Director Asgari made the following statement: I have seen many practical comments on Next door and online Forum. I wish our educated and creative residents would be more active to send their ideas to the board of directors to be shared with VMS staff. Please pick the list of directors' e-mails from resident service from the community center and e-mail us. Also, United board had a strategic plan meeting on July 14th and one of the items was on communication that almost every director was agreed on it. United will have monthly town hall. I hope this kind of direct meeting of residents with directors can help to solve existing problems of residents and will bring more joy and peace to our beautiful Laguna Woods Village.

Member Comments (Items Not on the Agenda)

A member asked about the rules for employment with VMS, Inc. Director Maggie Blackwell referred her to the governing documents available on the website for residents. Questions were addressed

Agenda Item #15a(2)

Page 1 of 2

and no action taken.

Department Head Update

Steve Hormuth, Director of Financial Services, provided an update on the 2022 year-to-date budget status, summarized the 2023 Business Plan development and briefly mentioned the temporary borrowing in the amount of \$2,000,000 from previous months that will be paid back by end of June.

Review Preliminary Financial Statements dated May 31, 2022

The committee reviewed financial statements for May 31, 2022 and questions were addressed and noted by staff.

Compensation and Outside Services

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

Endorsements from Standing Committees None.

HR Staffing Report

Steve Hormuth presented the committee with a VMS, Inc staffing report displaying current job openings per department. Director Asgari recommended staff to advertise the part-time positions within the community via email and flyers in the laundry room. Director Maggie Blackwell stated she will carry on the suggestion to Media and Communications committee.

Future Agenda Items

June Forecast

Committee Member Comments None.

Date of Next Meeting

Tuesday, July 26, 2022 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 2:48 p.m.

azar asgari

[azar asgari \(Jul 5, 2022 23:53 PDT\)](#)

Azar Asgari, Chair

Monthly Resale Report

PREPARED BY

MUTUAL

REPORT PERIOD

Community Services Department

United

June, 2022

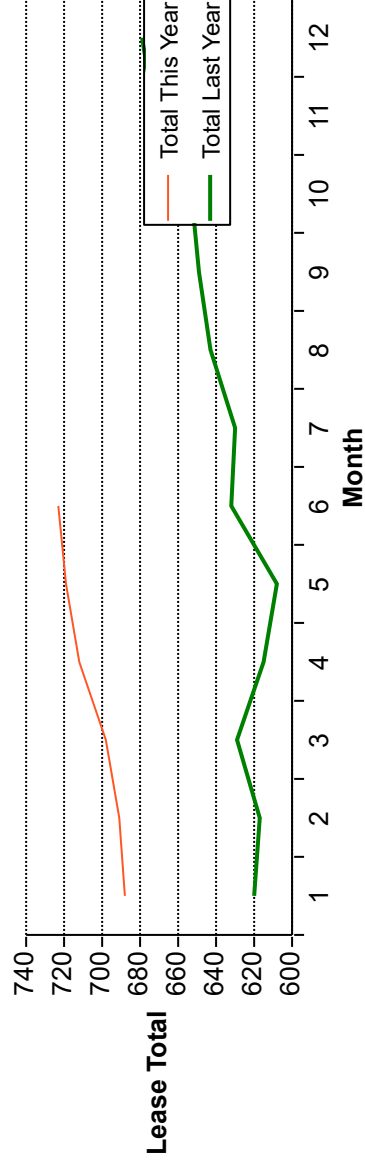
MONTH	NO. OF REALES		TOTAL SALES VOLUME IN \$\$		AVG RESALE PRICE	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR
January	38	35	\$11,905,094	\$8,997,153	\$313,292	\$257,062
February	41	26	\$11,864,402	\$6,846,600	\$289,376	\$263,331
March	43	27	\$13,513,900	\$6,978,425	\$314,277	\$258,460
April	47	36	\$16,880,200	\$9,605,499	\$359,153	\$266,819
May	42	41	\$16,042,396	\$10,258,400	\$381,962	\$250,205
June	42	47	\$14,862,850	\$13,580,100	\$353,877	\$288,938
July		* 57		* \$16,700,700		* \$292,995
August		* 53		* \$15,529,600		* \$293,011
September		* 49		* \$15,157,100		* \$309,329
October		* 41		* \$12,259,900		* \$299,022
November		* 49		* \$13,969,200		* \$285,086
December		* 47		* \$14,364,950		* \$305,637
TOTAL	253.00	212.00	\$85,068,842	\$56,266,177		
ALL TOTAL	253.00	508.00	\$85,068,842	\$144,247,627		
MON AVG	42.00	35.00	\$14,178,140	\$9,377,696	\$335,323	\$264,136
% CHANGE - YTD	19.3%		51.2%		27.0%	

% Change calculated (ThisYear - LastYear)/LastYear

* Amount is excluded from percent calculation

Monthly Active Leasing Report

2022 Period 6 (Mutual 1)



Year	Month	1 to 3 Month	4 to 6 Month	7 to 12 Month	12+ Month	Total This Year	Total Last Year	% Leased Last Year	% Leased This Year	% Change	Total Renewals	Total Expirations
2022	January	17	29	154	488	688	620	10.9	9.8	1.1	40	19
2022	February	17	25	169	480	691	617	10.9	9.8	1.1	50	19
2022	March	17	23	185	473	698	629	11.0	9.9	1.1	39	27
2022	April	13	27	211	461	712	615	11.3	9.7	1.6	66	29
2022	May	15	25	228	451	719	608	11.4	9.6	1.8	32	33
2022	June	16	30	236	441	723	632	11.4	10.0	1.4	67	29
2022	July					630						
2022	August					643						
2022	September					649						
2022	October					653						
2022	November					672						
2022	December					679						



OPEN MEETING

MINUTES OF THE REGULAR OPEN MEETING OF THE UNITED LAGUNA WOODS MUTUAL ARCHITECTURAL CONTROL AND STANDARDS COMMITTEE

**Thursday, May 19, 2022 - 9:30 a.m.
Laguna Woods Village Community Center/Virtual
24351 El Toro Road, Laguna Woods, CA 92637**

REPORT

COMMITTEE MEMBERS PRESENT: Anthony Liberatore, Cash Achrekar, Reza Bastani

COMMITTEE MEMBERS ABSENT: None

STAFF PRESENT: Bart Mejia, Richard DeLaFuente, Gavin Fogg, Sandra Spencer

OTHERS PRESENT: Richard Rader

1. Call to Order / Establish Quorum – Chair

Chair Liberatore called the meeting to order at 9:45 a.m. after a short recess in order to obtain a quorum.

2. Acknowledgement of Media

Zoom platform via Granicus.

3. Approval of Agenda

Hearing no objection, the agenda was approved by unanimous consent.

4. Approval of Meeting Report for April 21, 2022

Chair Liberatore acknowledged the correction of two typos as pointed out by staff. Hearing no objection, the edited meeting report for April 21, 2022 was approved by unanimous consent.

5. Chair's Remarks

Chair Liberatore commented on his continued efforts to reach out to the President of Third Mutual and the attorney for clarification on alterations for asbestos to streamline the process with the city and staff.

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

None.

7. Manor Alterations Division Manager Update

Staff Officer Bart Mejia discussed the status of the Manor Alterations Division, informing that Richard DeLaFuente will be leaving VMS as of May 20, 2022, and thanked him for his service to the community. Additional staffing issues were briefly discussed. Chair Liberatore also thanked Mr. DeLaFuente for his service and wished him continued success.

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.

Status of Mutual Consents

8. Monthly Mutual Consent Report

The Consent Report was approved unanimously.

Variance Requests:

A. Variance Request – 575-D Avenida Majorca (Madrid, 4) Revert a Portion of Existing Room Addition to the Original Outdoor Atrium Conditions

Mr. Mejia summarized the request including the fact that the owner wished to return the manor to its original configuration with an atrium. A window was removed in a prior remodel creating a one-bedroom plus office and this variance would return the manor to a two-bedroom floorplan with a window to the atrium. After discussion ensued, the motion was passed unanimously to recommend the variance for approval to the United Board.

Items for Discussion

9. Inter-Mutual Discussion on ACM

Mr. Mejia reiterated that the assignment has been given to the attorney to review the current process and to see if there is a way to streamline the process or if it must remain the same due to any findings the attorney may determine. Chair Liberatore requested staff add this item to a future agenda.

Items for Future Discussion:

- Electrical Vehicle Charging Update
- Inter-Mutual Discussion on ACM

Concluding Business:

10. Committee Member Comments

A brief discussion took place among the committee members as to the status of Electric Vehicle Charging stations being approved by SCE. Staff verified that the subject has been pursued at the United M&C. Staff was directed to add updates on this item to future agendas.

Director Bastani requested that a monthly report that he receives be discontinued.

Chair Liberatore thanked the directors and staff. He also thanked Mr. DeLaFuente for his service and wished him good luck.

11. Date of Next Meeting – Thursday, June 16, 2022, 9:30 a.m.

12. Adjournment – 10:06 a.m.

X 
Anthony Liberatore, Chair

Anthony Liberatore, Chair
Baltazar Mejia, Staff Officer
Telephone: 949-268-2281

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OPEN MEETING

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

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

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Maggie Blackwell, Diane Casey, Azar Asgari substituting for Lenny Ross

COMMITTEE MEMBERS ABSENT: Lenny Ross

OTHERS PRESENT: None.

ADVISORS PRESENT: None.

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call to Order

Chair Blackwell called the meeting to order at 9:37 a.m.

2. Acknowledgment of Media No media were present.

3. Approval of the Agenda

The committee was in unanimous support to approve the agenda.

4. Approval of the Meeting Report for May 12, 2022

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

5. Chair's Remarks

Chair Blackwell addressed that the summer months may be rough as water is rationed due to the drought.

6. Department Head Update

Mr. Wiemann stated that the El Toro Water District is still working to determine the effects of water mandates in our area. Mr. Wiemann also stated that he believes that the Landscape department will be able to keep most of the plant material alive despite the drought and water regulations. Some of the tropical plants will wilt and the turf will go into shock in the heat of the summer.

6a. Project Log

Mr. Wiemann reviewed the Project Log with the committee.

7. Member Comments (Items not on the agenda)

Topics included:

- State and local restrictions on irrigation water due to the current drought in California.
- Mutual owned low-flush toilets

8. Response to Member Comments

Mr. Wiemann stated that El Toro Water District has “all hands on deck,” in regard to water restrictions on the horizon for Laguna Woods.

Mr. Wiemann also shared that he has received bids for a new irrigation system which will increase water savings over the course of a two and one-half year installation process.

Mr. Wiemann stated that United installed many low-flush toilets four years ago.

Mr. Wiemann stated that anything irrigated by the Mutual should not be watered by members.

Mr. Wiemann suggested that United enforce mandates and restrictions on their recycled water areas.

9. Selection of Members for Tree Ad-Hoc Committee

Director Blackwell announced the selected Members for the Tree Ad-Hoc Committee.

Director Asgari made a motion to approve the selected members. Director Casey seconded. The committee was in unanimous support.

9b. Tree Proposal (Added to the agenda by Director Asgari at this point during the meeting. Approved by Chair Blackwell.)

Director Asgari made a motion to implement a one-for-one tree replacement plan. The motion was not seconded.

Members made comments and asked questions.

10. Tree Removal Request: 54-C Calle Aragon – One Canary Island Pine Tree

Director Casey made a motion to accept staff recommendation to deny the request for removal of this tree, and to approve staff recommendation of an alternate solution of a clearance and thinning of this tree. Director Asgari seconded. The committee was in unanimous support.

11. Tree Removal Request: 100-A Via Estrada – Four Canary Island Pine Trees, One Monterey Pine Tree and One Silk Oak Tree

Director Casey made a motion to accept staff recommendation to deny the request for the removal of four Canary Island Pine trees and one Silk Oak tree, and to approve staff recommendation to remove one Monterey Pine tree. The committee was in unanimous support.

12. Tree Removal Request: 220-D Avenida Majorca – One Canary Island Pine Tree

Director Casey made a motion to accept staff recommendation to deny the request for the removal of one Canary Island Pine tree. Director Asgari seconded. The committee was in unanimous support.

Concluding Business:

13. Committee Member Comments

Various comments were made.

14. Date of Next Meeting – Thursday, July 14, 2022

15. Adjournment at 11:07 a.m.

Maggie Blackwell

Maggie Blackwell (Jun 13, 2022 16:15 PDT)

Maggie Blackwell, Chair

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OPEN MEETING

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

**Wednesday, June 22, 2022 - 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

MEMBERS PRESENT: Pat English - Chair, Maggie Blackwell (in for Reza Bastani), Diane Casey (in for Pearl Lee)

MEMBERS ABSENT: Reza Bastani, Pearl Lee

OTHERS PRESENT: **GRF:** Elsie Addington, Juanita Skillman
United: Neda Ardani
Richard Rader

ADVISORS PRESENT: None

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

1. Call to Order

Director Blackwell called the meeting to order at 9:30 a.m.

2. Acknowledgement of Media

Director Blackwell noted that no members of the media were present.

3. Approval of Agenda

The agenda was amended to include the discussion of Senate Bill 326 for the visual inspections of exterior elevated elements as Item 11. The meeting agenda was approved as amended.

4. Approval of Meeting Report for April 27, 2022

The minutes of the April 27, 2022, Regular Open Meeting will be approved at the next committee meeting.

5. Chair's Remarks

Chair English arrived and assumed the Chair position and remarked that she was happy to be at the meeting and thanked the board members for being ready to stand in as needed.

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

- A member commented on the condition of the gravel under the stairs in Building 118 and requested the gravel be replaced with bricks.
- A member commented on the prior to paint program and asked for an update.

Mr. Gomez noted the comments and will follow up with the members directly.

7. Department Head Update

Mr. Gomez suggested staff was available to answer questions regarding the consent calendar, if requested.

Mr. Gomez informed the committee that attics at 810-N and 810-Q have insulation contaminated by rodent activity which will be replaced by an outside vendor at a cost of \$5,150. Staff recommends the committee approve proceeding with the work which would be paid from the operating budget.

Staff was directed to proceed as recommended.

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.*

8. Project Log

9. Solar Production Report

Mr. Gomez provided a brief overview for the benefit of those standing in for others on the committee.

Hearing no objection, the Consent Calendar was approved by unanimous consent.

Items for Discussion and Consideration:

10. Solar Installation Return on Investment Summary - Verbal Report, Bart Mejia

Mr. Mejia provided a verbal report and answered questions from the committee. Discussion ensued regarding the number of accounts in the program; the electricity the mutual doesn't have to pay for and the initial investment components (installation, replacement of water heaters, and upgrade of electrical panels.) Based on research and estimates, it is projected that it will take 14 years to recover the initial \$3.8 million investment. Some equipment will need to be replaced at Year 20 at a cost of \$250,000 and at Year 30, solar panels and other technology will need to be replaced as appropriate.

Staff was directed to provide the calculations to the committee.

11. Senate Bill 326 for the Visual Inspections of Exterior Elevated Elements

Mr. West provided an update via a PowerPoint presentation and answered questions from the committee. Proposals have been received and a contract award will be recommended at the closed session of this committee immediately following this meeting.

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.*

- Review Solar Panel Policy

Concluding Business:

12. Committee Member Comments

Director Casey commented on water being wasted while waiting for it to get hot. Mr. Gomez offered to bring back a report to a future meeting with description of issue and options for members.

Richard Rader suggested promoting the use of cold water detergents and shortening drying times.

13. Date of Next Meeting: August 24, 2022

14. Recess

The meeting was recessed at 10:27 a.m.

DRAFT

Pat English, Chair

Pat English, Chair
Manuel Gomez, Staff Officer
Telephone: 949-268-2380



FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, June 15, 2022 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: Jim Hopkins – Chair, Azar Asgari, Donna Rane-Szostak, Elsie Addington, Mark Laws, Sue Stephens (Alternate for Al Amado)

DIRECTORS ABSENT: Al Amado, Pat English, Diane Casey, Deborah Dotson, Craig Wayne

ADVISORS PRESENT: Rosemarie DiLorenzo

STAFF PRESENT: Steve Hormuth, Eric Nunez, Erika Hernandez

OTHERS PRESENT: GRF – Egon Garthoffner, Juanita Skillman, Reza Karimi

United – Richard “Dick” Rader

Call to Order

Director James Hopkins chaired the meeting and was called to order at 1:40 p.m.

Acknowledgement of Media

The meeting was streamed through Granicus and made available via 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 April 20, 2022

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

Chair Remarks

None.

Member Comments (Items Not on the Agenda)

None.

Department Head Update

Steve Hormuth, Director of Financial Services, discussed the previous and upcoming 2023 budget meetings and the acceptance of two donations from the Judy Saxon Trust. The first donation was in the amount of \$15,000 for the expressed purpose of moisture intrusion. The second donation was in the amount of \$3,000 to be used for Maintenance and Construction. A staff report will be presented at the July 5th board meeting where the board will adopt a resolution and acknowledge the donation.

Review Preliminary Financial Statements dated May 31, 2022

The committee reviewed the financial statements dated May 31, 2022. Questions were addressed.

Endorsement from Standing Committees

Security Services – Supplemental Appropriation for Replacement of Stop Signs. Eric Nunez, Director of Security Services, presented a staff report that was previously reviewed at the GRF Board meeting on June 7th. The staff report recommended the replacement of 21 stop signs with solar powered, flashing LED lights with a supplemental appropriation from the Equipment Fund in the amount of \$42,913. Director Elsie Addington made a motion to endorse the recommendation to replace stop signs as written. Chair Hopkins seconded the motion. The motion failed by a 3-2 vote. Director Hopkins requested those with a dissenting vote to share their concerns via email in an effort to communicate the collective concerns to the board.

Future Agenda Items

Project Log Presentation

SageView Presentation

Committee Member Comments

None.

Date of Next Meeting

Wednesday, August 17, 2022 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 3:27 p.m.


James (Jun 21, 2022 11:13 PDT)

James Hopkins, Chair



OPEN MEETING

**MINUTES OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
STRATEGIC PLANNING COMMITTEE**

**Monday, May 2, 2022 – 9:30 a.m.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center 24351 El Toro Road**

Director Present: Debbie Dotson, Anthony Liberatore, Ira Lewis, Bunny Carpenter, James Hopkins, Gan Mukhopadhyay and Robert Mutchnick, Ryna Rothberg, Diane Casey

Directors Absent: Cash Achrekar

Staff Present: CEO-Siobhan Foster, Michelle Estrada, Makayla Schwieter

Others Present: Richard Rader (Advisor)
GRF: Elsie Addington, Joan Milliman, Juanita Skillman (left the meeting at 9:51 a.m.)

1. Call to Order—Director Dotson, Chair

Chair Dotson called the meeting to order at 9:39 a.m. and established that a quorum was present.

2. Acknowledgment of Media

Chair Dotson acknowledged the media as present.

3. Approval of the Agenda

Director Mutchnick made a motion to approve the agenda. Director Rothberg seconded the motion.

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

4. Approval of the Minutes

a. GRF Strategic Planning Committee Meeting – March 7, 2022

Chair Dotson requested that the minutes of March 7, 2022 be revised to remove Elsie Addington from attendance.

Hearing no further changes or objections, Chair Dotson declared the minutes of March 7, 2022 were approved unanimously.

5. Members Comments – None

6. Chair's Remarks

Chair Dotson commented on the questionnaire results of the VMS Strategic Planning Meeting. A similar questionnaire will be developed and distributed to the GRF Strategic Planning Committee. Chair Dotson provided an overview of items that reviewed at several committee meetings.

7. CEO Report on VMS Strategic Planning Meeting

CEO Foster provided an overview of the 3-year goals that were reviewed during the VMS Strategic Planning Meeting on March 22, 2022.

CEO Foster answered questions from the committee.

8. Old Business

a. Ideas for Long-Term Planning

Chair Dotson commented on that she will continue to work with the committee on ideas.

9. Future Agenda Items

- a. Questionnaires
- b. Surveys

10. Next Meeting – TBA

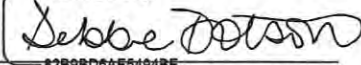
11. Committee Member Comments

- Director Rothberg asked to receive the minutes from the last two meetings.
- Director Mutchnick commented on Third Mutual's review of electric vehicle charging stations.
- Director Liberatore expressed his appreciation for what the committee is doing to improve the community.
- Director Lewis provided a suggestion of placing electric vehicle charging stations at specific locations. Additionally, he asked for a map of open space within the community.
- Director Hopkins commented on the role of the committee.
- Director Mukhopadhyay commented that he agrees with the other committee members and noted that the committee has limited resources and time.
- Director Carpenter commented on obtaining a reserve study.
- Advisor Rader commented on a tabled item from a previous meeting in regards to an additional swimming pool.

Director Casey joined the meeting at 10:10 a.m.

12. Adjournment

There being no further business the meeting was adjourned at 10:20 a.m.

DocuSigned by:

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Debbie Dotson, Chair
GRF Strategic Planning Committee

OPEN MEETING

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

Thursday, June 9, 2022 – 1:30 p.m.
Board Room/Virtual Meeting

MEMBERS PRESENT: Yvonne Horton, Chair, Elsie Addington, Maggie Blackwell, Annie McCary, Diane Casey, Cush Bhada, Dennis Boudreau, Ajit Gidwani

MEMBERS ABSENT: Ryna Rothberg

OTHERS PRESENT: Bunny Carpenter, Joan Milliman, Juanita Skillman, Debbie Dotson

STAFF PRESENT: Brian Gruner, Jennifer Murphy, Jackie Kupfert

Call to Order

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

Acknowledgement of Media

There was no press present.

Approval of Agenda

Director Bhada made a motion to approve the agenda, Director Addington seconded.

Motion passed unanimously.

Approval of Committee Report for April 14, 2022 and May 12, 2022

Director Blackwell made a motion to approve the reports, Director Addington seconded.

Motion passed unanimously.

Chair's Remarks

Chair Horton thanked the audience for attending the meeting and reminded those in attendance to be orderly and respectful. She stated any outbursts will stop the meeting and Security will be called to escort those who are disruptive to the overflow room. Chair Horton stated those on the dais are volunteers and serve all residents in the community.

Report of the Recreation and Special Events Director

Mr. Gruner stated staffing levels remain low and understands there are misconceptions and disbelief, however this is a nationwide problem as all cities are experiencing the same issue. The City of Huntington Beach stated beaches may be closed as fewer people are applying for lifeguard positions. Mr. Gruner stated only three applications have been received to date for the Community Center front desk position to allow the table tennis room to remain open for longer hours. He stated staff will continue to offer services to the best ability. Mr. Gruner stated there has been an increase in internal club disagreements which has become contentious. The Recreation Department is unable to assist as these are internal club issues to be resolved within the club.

Mr. Gruner reported the following facility updates: installation of the screen at Clubhouse 1 is being finalized as there are vendor issues requiring a new contract; the Clubhouse 4 slipcasting room HVAC has an ongoing issue that is being addressed today; Golf Maintenance is doing an outstanding job of maintaining the course for maximum playability; Village Community Fund has raised \$9000 in the last month for the Equestrian Center which allows for all but one shade structure to be purchased; staff met with the City of Laguna Woods to discuss incorporating the grazing area to expand the Equestrian Center; all pools are operational, however no lifeguards at Pool 2 and Pool 6 until possibly the end of June due to lifeguard training; the Performing Arts Center billiard room flooring is installed and the dining room kitchen cabinets painting project is complete.

Mr. Gruner reported the past events as follows: the Renaissance Faire at the Equestrian Center on May 21 had approximately 600 in attendance; the Memorial Day concert at the Performing Arts Center on May 30 had approximately 700 in attendance; the Art Affair at Clubhouse 2 on June 4 had approximately 500 in attendance; the Forever Rod patio concert at Clubhouse 1 has approximately 300 tickets sold.

Director McCary inquired as to delays regarding the Performing Arts Center renovation due to supply chain issues. Mr. Gruner stated there have been some supply chain issues, but many project needs are being delivered and installed.

Ms. Murphy stated the following upcoming events: a club president meeting will be held on June 23, 10 a.m. to noon at Clubhouse 5; room reservation lottery begins June 15 and cards may be picked up at the Recreation office which are to be returned by July 15; Forever Rod patio concert will be held tonight at Clubhouse 1 at 6:30 p.m.; the first of three Kids Summer Splash days is tomorrow, June 10, at Pool 2, noon to 4 p.m. and tickets are \$5 for 2 and older with infants and adults free; Father's Day brunch will be held June 19 at Clubhouse 5 at 11 a.m. and tickets are available at the Clubhouse 5 office; the July 4 Celebration will host a golf cart parade leaving Clubhouse 5 at 11 a.m. and ending at Clubhouse 2 where music will begin at noon and end at 2 p.m. with resident bands playing from 2 to 6 p.m. (please register golf carts as 22 already have already been registered); the

Performing Arts Center will host Southbound and Company on July 9 at 3 p.m. and tickets are available at the Performing Arts Center box office.

Member Comments (Items Not on the Agenda)

Members were called to speak regarding lack of village musician representation versus other fine artists and creation of a space including purchase of instruments; friends of bridge allowance of utilizing volunteers on Wednesday evenings; tennis court usage; staff influence over committee decisions; misinformation of tennis membership numbers; perceived skewed Kourts facts/survey results; against the use of Kourts; installation of an outdoor basketball court and donation of a basketball hoop; June 21 Library story time (also in July and August) at 1:30 p.m.; new catalog of series in Library; thank you to committee for tennis rules approval; objections to 50/50 (resident/guest) participation in tennis tournaments/leagues; tennis tournaments/leagues only to be played during non-prime time; only outdoor events during higher COVID numbers; reduced pool hours.

Chair Horton stated the meeting with tennis club board members stated Kourts agreement was until end of June and it will be reviewed at the next CAC meeting.

Discussion ensued regarding tennis tournaments and leagues with regards to allowance of guests.

Staff was directed to present the 50/50 rule at the next CAC meeting and to research the possible donation of mobile equipment such as a basketball hoop.

CONSENT

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

Motion passed unanimously.

REPORTS

Chicago Club Series Promotion – Members were called to speak in favor of Chicago Club series promotion as it would implement changes to boost membership and ticket sales.

Chair Horton directed staff to research and report at the next CAC meeting.

Operating Rules

Garden Centers – Members were called to speak regarding establishing a garden center committee; no wait list limit; fair distribution of plots; use date of becoming a plot partner as a wait list entry date; allowance of a permanent fence for tree plots; better treatment of

gardeners; improper posting of rule changes; general duties of standing committees; CAC charter; response time of those on wait list when contacted to offer a plot; strong enforcement of Garden Center rules; retroactive enforcement of rules; staff met with many plot lessees for input; rules ensure safety of all residents; manipulation of partner system may require time limitation to ensure partner is established; 75% of plot usage needs to be reviewed.

Director Addington made a motion to change L.6. in the Garden Center Operating Rules to state these planting must not exceed 10 feet in height nor interfere with a neighbor's plot, Director Blackwell seconded.

Discussion ensued.

Motion passed unanimously.

Director Bhada made a motion to accept the amended Garden Center Operating Rules, Director Blackwell seconded.

Motion passed unanimously.

ITEMS FOR DISCUSSION AND CONSIDERATION

None

ITEMS FOR FUTURE AGENDAS

Golf Greens Committee Update – Staff was directed to keep this item under Future Agendas.

Club Insurance – Staff was directed to keep this item under Future Agendas.

CONCLUDING BUSINESS

Committee Member Comments

Director Bhada stated CAC is the front facing committee for our residents and does a stellar job keeping the community together.

Chair Horton concurred with Director Bhada and stated it would cost approximately \$3 million for an additional garden center.

Director Blackwell stated maintaining a calm demeanor and a higher level of acceptance of other's views facilitates everyone working together.

Director Addington thanked a few speakers for their constructive ideas and thanked all who attended.

Advisor Gidwani thanked all on the committee as they should be appreciated for making decisions for all 18,000 residents.

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, July 14, 2022.

Adjournment

There being no further business, the Chair adjourned the meeting at 3:55 p.m.

Yvonne Horton
Yvonne Horton, Chair

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OPEN MEETING

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

Wednesday, June 8, 2022 – 1:30 P.M.

**BOARD ROOM/ VIRTUAL MEETING
Laguna Woods Village Community Center
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair – Juanita Skillman, Reza Karimi, Ira Lewis, Maggie Blackwell

COMMITTEE MEMBERS ABSENT: Diane Casey

OTHERS PRESENT: Bunny Carpenter, Yvonne Horton

ADVISORS PRESENT: None

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki, Angel De La Torres, Maribel Flores, Juan Uicab

1. Call to Order

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

2. Acknowledgement of Media

No press was present.

3. Approval of the Agenda

Director Lewis made a motion to approve the agenda. Director Karimi seconded. The committee was in unanimous support.

4. Approval of the Meeting Report for March 9, 2022

The report was approved without objections.

5. Committee Chair Remarks

Chair Skillman stated that she would like to bring attention to the two Landscape employees who were recently honored at the Village Management Services, Inc. Employee Excellence Award Ceremony. Chair Skillman recognized Maribel Flores, and Juan Uicab. Chair Skillman also addressed a recent publication from Letters to the Editor.

6. Department Head Update

6a. Update on Master Control Irrigation System (MCIS)

Mr. Wiemann stated that bids came in for the MCIS, slightly lower than expected. WeatherTRAK has committed to hold their bid prices as quoted during project development, despite the recent 20% increase in equipment costs. Mr. Wiemann explained that the benefits of a new system are numerous, such as, the efficiency of having finite control over the watering system from a mobile device or tablet.

Members made comments and asked questions.

6b. Discuss Village Tree Signage

Mr. Wiemann discussed the history of tree signs in the Village, and he explained that nailing signs to the trees is not a healthy option. Mr. Wiemann stated that if the Committee wanted to replace them, he would recommend the construction of a tree signage plan, which would come with a significant cost.

Mr. Wiemann added that the Landscape Department has mapped trees in the community, and that map will be available on the website for residents in the future.

Chair Skillman stated that 3 publications of colored tree maps are available at the History Center, and the Village Library.

Reports

7. Update on the Creek

Mr. Wiemann directed the Committee's attention to the last two paragraphs of this staff report to highlight recent updates regarding wildlife in the creek, and cattail maintenance.

Members made comments and asked questions.

Items for Discussion and Consideration

8. Member Comments (Items Not on the Agenda)

None.

9. Response to Member Comments

None.

10. Angel De La Torres; Grounds Maintenance Landscape Manager

Mr. De La Torres reviewed the PowerPoint presentation and provided insight into the daily operations of the Grounds Maintenance section.

Members made comments and asked questions.

Concluding Business:

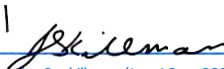
11. Committee Member Comments

Director Blackwell stated that we will see what happens over the next year, and that she believes it is a good idea to remove outdoor water spigot handles within the Mutual.

Director Karimi asked for an update on the plant nursery. Mr. Wiemann stated that the nursery will begin tracking data digitally, now that the office has received a computer and the network access necessary for this task.

12. Date of Next Meeting – Wednesday, September 14, 2022 at 1:30 p.m.

13. Adjournment at 2:26 p.m.


Juanita S. Skillman (Jun 16, 2022 16:31 PDT)

Juanita Skillman, Chair

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

Wednesday, June 8, 2022 – 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom

MEMBERS PRESENT: Egon Garthoffner - Chair, Jim Cook, Ralph Engdahl, Gan Mukhopadhyay, Lenny Ross, Sue Stephens

MEMBERS ABSENT: Cash Achrekar

OTHERS PRESENT: **GRF:** Bunny Carpenter, Reza Karimi, Juanita Skillman
Third: John Frankel
Advisors: Steve Leonard, Carl Randazzo and Bill Walsh
Richard Rader

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

1. Call to Order

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

2. Acknowledgement of Media

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

3. Approval of the Agenda

Director Ross requested that EV Charging Update be added to the agenda as Item 15. Hearing no objection, the agenda was approved as amended.

4. Approval of Meeting Report for April 13, 2022

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

Chair Garthoffner stated that he would comment during each agenda item.

6. Member Comments

- A member commented that she looks forward to a status update on the EV charging.
- A member commented that projects that have already been approved, be moved forward.

7. Department Head Update

Mr. West reported that results from the RFP for the Clubhouse 1 Interior Designer Consultant will be presented, and a staff recommendation will be made, at the June 24, 2022, Clubhouse Renovation Ad Hoc committee meeting.

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 was pulled for discussion.

8. Project Log

Chair Garthoffner updated the committee on the status of each item. Staff answered questions from the committee.

Items for Discussion and Consideration:

9. Employee Parking Lot Lighting Status Update – Verbal Report, Staff

Mr. West provided a PowerPoint update on the project which was completed on April 18, 2022 and then answered questions from the committee. Comments included that this style of lighting fixture is being considered for two areas of the Equestrian Center.

10. Call Center Remodel Status Update – Verbal Report, Staff

Mr. West stated that the contract has been executed and the materials ordered. The project is estimated to be completed by the end of July, 2022.

11. EMS Status Update – Verbal Report, Staff

Mr. Mejia provided an update and answered questions from the committee. Discussion ensued regarding the current analog Legacy system; the lack of parts due to age of system; and having to revert back to thermostats in some areas. Mr. Barnette clarified that changing the controller is not a solution as the analog system will not communicate with a digital EMS system.

Also discussed were the benefits to converting to an EMS including savings over time; remote as well as local control; running the system only when needed; and system reports when

there are failures so service technicians can be alerted.

Mr. Mejia stated that the new HVAC system in Clubhouse 3 separated the office space from the main auditorium to save energy; is compatible with an EMS; and would be a good option for an EMS system. Mr. Mejia suggested obtaining quotes to update the system with an EMS and presenting them to the committee at a future meeting.

12. MelRok Energy Management System – Verbal Report, Staff

Mr. Mejia updated the committee and answered questions. There was discussion regarding the cost; approximate installation date; availability of reports; prior work done by the Village Energy Task Force; and the idea of utilizing the system at the Community Center since the HVAC units would be compatible.

Staff offered to invite the CEO of MelRok to a future meeting to provide information to the committee.

13. Building E Feasibility Study – Verbal Report, Staff

Mr. West informed the committee that the consultant will present the feasibility study to the committee at 1:30 p.m. on June 29, 2022, at a special meeting of the GRF M&C Committee.

14. Proposed Clubhouse Maintenance Program – Verbal Report, Chair Garthoffner

Chair Garthoffner presented his list of ideas and elaborated on each topic which included Records Keeping on New Enterprise Computer System, Develop Inspection Schedule, Checklists as Appropriate, Maintenance Records, and Photo and Digital Records as Appropriate. Staff answered questions from the committee regarding records, technician assignments, and inspection schedules.

15. EV Charging Update – Verbal Update

Mr. Mejia provided an update to the committee. Discussion ensued regarding the costs which would be covered by the SCE Charge Ready 2 Program; the remaining clubhouse site that SCE is scheduled to evaluate; the 10-year commitment required by SCE; the approximate number of registered EVs in the village; whether the EV owners should shoulder the cost of the charging stations; infrastructure and funding available within each mutual as well as GRF; and the convenience and perceived value of having this amenity within the village.

Staff offered to hold a special meeting of the committee if SCE returns a positive evaluation of the remaining site should that report not coincide with a regular M&C committee meeting.

Staff was directed to include EV Charging Update on future agendas.

Staff was directed to provide a Community Center ChargePoint summary.

Open House for Contractors

Mr. West answered questions from the committee about staff responsibilities and use of specialty contractors; possible reasons few bids are received for certain jobs; and if the current contractors are still the lowest bidders. After discussion, the committee agreed that the present method of soliciting contractors was acceptable.

Staff was directed to remove this item from future agendas.

Concluding Business:

15. Committee Member Comments

- Chair Garthoffner commented that he would like to schedule a special meeting to discuss EV charging.
- Chair Garthoffner also commented that a committee workshop will be scheduled in July.
- Director Ross commented on the merging lanes and security arms at the Gate 3 entrance.
- Director Ross also commented that as a realtor, EV charging at Clubhouses is a valuable amenity.
- Advisor Walsh commented that there are many dark areas in the community and expressed interest in costs for additional light poles.
- Director Carpenter commented on the MelRok system.
- Director Carpenter also commented that GRF is not totally responsible for providing EV charging and the mutuals need to work with GRF to find a solution.
- Advisor Leonard commented that he is resigning as an advisor to the committee and the August 10, 2022 meeting will be his last.

16. Date of Next Meeting: August 10, 2022

17. Adjournment

The meeting was adjourned at 12:45 p.m.



Egon Garthoffner, Chair

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



OPEN MEETING

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

**Friday, June 24, 2022 at 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room & Virtual with Zoom**

MEMBERS PRESENT: Egon Garthoffner, Cush Bhada, Gan Mukhopadhyay, Deborah Dotson, John Frankel, Diane Casey, Ralph Engdahl, Reza Karimi

MEMBERS ABSENT: Pat English

OTHERS PRESENT: **GRF:** Bunny Carpenter, Juanita Skillman

STAFF PRESENT: Guy West - Projects Division Manager, Manuel Gomez - Maintenance & Construction Director, Brian Gruner – Recreation and Special Events Director, Rodger Richter – Projects Manager, Laurie Chavarria, Sr. Management Analyst, Sandra Spencer – Administrative Assistant

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 28, 2022

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

Chair Garthoffner stated he would comment on each item.

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

- A member commented on the condition of the archery range and that the swamp cooler was not working.
- A member commented that she has asked staff to repair the HVAC system at the archery range on several occasions.

Staff was directed to address the issue.

7. Department Head Update

Mr. West reported on the progress of the Performing Arts Center (PAC) via a PowerPoint Presentation. All rooms finished except the kitchen flooring due to a delay in receiving the tile flooring. The work is expected to be complete two weeks after the tile arrives.

Items for Discussion:

8. Clubhouse/PAC 3 Restroom Beautification (Verbal Discussion)

Mr. West provided a PowerPoint presentation showing the current conditions in CH3 and the upgraded restrooms at CH2 for comparison. Discussion ensued regarding suggested features to replace; meeting ADA guidelines; how to address the temporary closure of the restrooms during upgrades; consideration of waterless/low flow urinals; automation of doors and other features; height of toilets; inclusion of cabinet replacement; and to wait until all materials are on site before beginning work.

Mr. West answered questions from the committee.

Staff was directed to add this project to the scope of work for the interior designer selected for CH1.

9. On-Going Beautification of Clubhouses (Verbal Discussion)

Chair Garthoffner offered photos of sample automated doors to suggest as an option when deciding on features for the beautification of CH 1.

Items for Future Agendas:

- CH1 - Shuffleboard/Archery Building

Concluding Business:

10. Committee Member Comments

Director Bhada inquired on the timeline for the work to begin on CH 1.

11. Date of Next Meeting: TBD

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


Egon Garthoffner, Chair

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

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REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION MEDIA AND COMMUNICATIONS COMMITTEE

**Monday, June 20, 2022 – 1:30 p.m.
Board Room / Virtual Hybrid Meeting**

Members Present: Chair Joan Milliman; Directors Maggie Blackwell, James Cook, Annie McCary, Juanita Skillman; Advisors Lynn Jarrett, Lucy Parker; Alternate Deborah Dotson

Members Absent: Directors Neda Ardani, Ryna Rothberg; Advisors Theresa Frost, Tom Nash, Carmen Pacella

Others Present: Bunny Carpenter, Egon Garthoffner, Cris Prince

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

1. Call to Order

Meeting was called to order at 1:30 p.m. and a quorum was established by Chair Milliman. Online audio was off due to a technical issue. Once that was restored, Chair Milliman called the meeting to order again at 1:34 p.m.

2. Acknowledgement of Media

None present.

3. Approval of Agenda

Approved by unanimous consent.

4. Approval of Report for May 16, 2022

Approved by unanimous consent.

5. Chair's Remarks

Chair Milliman highlighted information in the June/July 2022 Village Breeze, which just came out.

6. Member Comments

None.

Items for Discussion

7. Media and Communications Report – Ellyce Rothrock

Ms. Rothrock gave a PowerPoint presentation showing:

- The scope of the Media and Communications Department, which includes Administration, Cable TV Network, TV studio, Media Services 55 and Internet Services.
- Full-time staffing equivalents from 2019 through 2023 projected
- Media and Communications revenue sources
- Media and Communications expense sources

- 2023 priorities for the department

In addition, Ms. Rothrock went over the Media and Communications Activities Report for May, which was included in this meeting's agenda packet. She highlighted:

- Trello tracking does not include Village Television, which has its own tracking system.
- Regular publications include the Village Breeze, What's Up in the Village, weekly press releases to the Globe, website updates and Garden Center e-newsletter.
- New Third Mutual Board President Mark Laws will continue the weekly email blasts to Third Mutual members.
- Manor Alterations will continue to do a news bulletin but they are revamping frequency and working on enhancements to promote in their next bulletin.
- Two emergency alerts went out in May regarding the church shooting and golf cart thefts.

She stated new resident orientations are going smoothly. Docent tours are booked and in high demand. Seven prospective docents have completed a four-hour training session with information and scripts as well as an on-bus tour taught by senior docents. They will also complete two required shadowing tours. One docent completed all the trainings and will lead first solo tour on June 30.

Director Skillman asked about offering Saturday docent tours again. Ms. Rothrock stated the goal is to get everyone trained before end of summer and approach GRF about expanding the days and time offerings. She stated docent tours are promoted through Community Services and on our website after Director Jarrett asked where the docent tours are marketed.

8. Website Ad Hoc Committee – Ellyce Rothrock

Ms. Rothrock reported that the first meeting is scheduled for July 6 and a follow-up meeting for August 10. She stated the objectives will be to gain insight from various departments and divisions regarding what they perceive as their individual landing site needs based upon resident queries and the challenges they express to those staff members. Future objectives will be:

- Finalizing the RFP after a review and identification of the top vendor candidates
- Reviewing feedback
- Wireframing (creating the skeletal framework or outline) based on feedback
- Identifying participants for the testing phase, which will be an important part of the project

9. Broadband Services Report – Paul Ortiz

Mr. Ortiz reported on subscriber counts for May 2022. He also reported on current industry trends, including:

- Content providers are going directly to consumers
- Fiber feeds are replacing satellite transmission
- Subscribers are adopting the higher internet speeds and bandwidth to accommodate streaming services

Director Skillman asked whether there are turn-on and turn-off fees associated with the internet as there is with cable programming. Mr. Ortiz answered not currently, but that is something for GRF to consider in its rate negotiations. A discussion ensued.

Mr. Ortiz reported on the meeting with The Broadband Group (TBG), which he and Eileen Paulin participated in on June 6. Highlights of that meeting included:

- TBG continues to emphasize the valuable and unique asset that GRF holds in the ownership of the current cable television and internet conduit infrastructure.
- TBG is confident that the current Broadband Services team has the expertise to execute and service a state-of-the-art fiber system that can support high-speed streaming.
- Infrastructure systems such as the one owned by GRF require continuous upgrades and service

investment. The current system is aging, and it is becoming more difficult to obtain parts and accessories to keep it running.

- The speed at which streaming content is overtaking cable television content is accelerating at a faster pace than predicted prior to the COVID pandemic.
- The cost of cable programming is continuing to increase substantially from year to year, resulting in significant cost of doing business for GRF.
- It is essential that VMS staff work closely with TBG and GRF to determine at what point, GRF moves away from cable television and into full-time content streaming. Most programming contracts are for a three-year term that become due at different times.

Director McCary asked for creative suggestions to help residents transition to streaming over the next few years. Director Skillman mentioned this transition is a 2023 priority for Media and Communications. A discussion ensued.

Items for Future Agendas

None discussed.

Concluding Business

Committee Member Comments

Director Cook stated we overcame the flashing 12 p.m. on our VCRs and the flashing numbers on our microwaves, and we will overcome the streaming challenges.

Director Dotson mentioned it's a process and won't change overnight.

Advisor Parker applauded Director Dotson's efforts on "Let's Talk Tech" and suggested utilizing some of the Village clubs that can help in a broader educational program.

President Carpenter said we should possibly put in the blast an article about signup sheets when they go to the pool, complaints about pool hours, how important that data is in determining the usage and the hours we have for Recreation.

Advisor Jarrett mentioned whether channels go away or not, these decisions aren't made overnight and we plan for them. She suggested writing an article on why these decisions are made and how challenging these decisions can be.

Director Blackwell mentioned the challenges of having an android phone. Director Dotson recommended the Village's PC Club for help navigating devices.

Director Skillman stated she always learns at the Media and Communications Committee meetings, and thanked the staff for putting the meetings together and for all their efforts to keep Village residents informed.

Director McCary thanked Director Dotson for her "Let's Talk Tech" program and suggested more communication efforts on scams, as they are becoming more prevalent and sophisticated.

Director Blackwell recommended calling Security and reporting fraud to the OC Sherriff's Department.

Chair Milliman mentioned scams regarding deliveries for packages she did not order. She recommended blocking such calls.

Ms. Rothrock reiterated the increasing sophistication of scammers. She suggested running more information including what we've run in the past about scams as well as a plug for "Let's Talk Tech" in the upcoming Friday email blast. She mentioned she would consult with Recreation staff to develop messaging on the signup sheets for the blast. She stated that the new resident orientations are submitted to the Globe each week and, once we expand the number of docent tours, we could submit those dates to the Globe as well.

Mr. Ortiz stated that all Village Television content is on our YouTube channel. "Let's Talk Tech" episodes are included on that playlist for those who don't catch it when it's aired on TV6.

Ms. McCracken reported on a recent scam she encountered.

Date of Next Meeting – Monday, July 18, 2022, at 1:30 p.m.

Adjournment - 2:48 p.m.

Chair Milliman adjourned the meeting at 2:48 p.m.


Joan Milliman, Chair
Media and Communications Committee



OPEN MEETING

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

**Wednesday, June 1, 2022 – 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, Maggie Blackwell, Jim Cook, Cush Bhada, Margaret Bennett, Pearl Lee

ADVISORS:

MEMBERS ABSENT:

OTHERS PRESENT: Elsie Addington, Joan Milliman

STAFF PRESENT: Robert Carroll, Francisco Perez, Liz Cortez

1. Call to Order

Chair Tibbetts called the meeting to order at 1:45 p.m.

2. Acknowledgment of Media

No media was present.

3. Approval of the Agenda

Agenda was approved by acclamation.

4. Approval of Meeting Report for

The regular meeting report of April 6, 2022 was approved by acclamation.

5. Chair's Remarks

Chair Tibbetts proposed discussion on implementing committee meetings in person only. Chair Tibbetts concluded committee meetings will continue to be conducted as hybrid.

6. Member Comments (Items Not on the Agenda)

Rhoda Lindner – commented on the current Age Well proposal.

7. Response to Member Comments

Chair Tibbetts responded to the member.

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. In addition, staff provided to the committee the 2022 capital vehicle list.

Staff provided an update on the topic of purchasing used vehicles for cost savings. Staff will look into whether or not a policy is needed for this to occur and provide an update at future meetings.

Staff will begin fleet right-sizing discussions with department directors to review right-sizing opportunities for their current GRF fleet.

Items for Discussion

None

Items for Future Agendas:

Alternative Fuel Vehicles

Concluding Business:

Committee Member Comments:

None

Date of Next Meeting – Wednesday August 3, 2022 at 1:30 p.m.

Adjournment:

The meeting was adjourned at 2:18 p.m.


Don Tibbetts (Jun 30, 2022 09:57 PDT)



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

The Regular Meeting of the Security and Community Access Committee was held on Monday, June 27, 2022 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Don Tibbetts, Sue Stephens, Maggie Blackwell, Craig Wayne, Anthony Liberatore (Alternate for Reza Karimi)

OTHERS PRESENT: Bunny Carpenter, Elsie Addington, Juanita Skillman, Egon Garthoffner

STAFF PRESENT: Eric Nuñez, Tom Siviglia, Jayanna Abolmoloki

CALL TO ORDER

Don Tibbetts, Chair, called the meeting to order at 1:37 p.m.

ACKNOWLEDGEMENT OF PRESS

Media was not present.

APPROVAL OF AGENDA

By way of consensus, the Committee approved the agenda with requested changes that effected the order in which reports were discussed.

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the April 25, 2022 meeting report.

CHAIRMAN'S REMARKS

Chair Tibbetts mentioned that there were three letters published in the globe the previous week that were opposed to the solar powered flashing stop-sign installations.

MEMBER COMMENTS

Multiple members made comments and asked questions.

Topics included:

- Speeding on Via Mariposa toward Gate 4
- Gate access and entry issues
- Vehicle access in cul-de-sac 217

RESPONSE TO MEMBER COMMENTS

Mr. Nuñez stated that staff would look into the speeding issue and report back at the next committee meeting.

REPORTS

Disaster Preparedness Task Force Report

Chief Nuñez stated that the last Disaster Preparedness Task Force committee meeting was cancelled due to Finance needing to use the board room at that time. However, Chief Nuñez did meet with Judith Troutman and received information regarding the task force.

RV Update

Mr. Nuñez stated that the paving project in RV Lot B will begin on June 29, 2022.

Security Statistics

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

ITEMS FOR DISCUSSION AND CONSIDERATION

Pedestrian Gates Verbal Presentation

Mr. Nuñez provided this presentation verbally. Members made comments and asked questions.

Calle Sonora Parking Permit Addendum to GRF Traffic Rules and Regulations Staff Report

Mr. Nuñez paraphrased the staff report. Members made comments and asked questions. A motion was made for the staff report to be escalated to the GRF Board. By unanimous consent, the motion was approved.

“No Bicycle” Signs at Aliso Creek Park Staff Report

Mr. Siviglia paraphrased the staff report. Members made comments and asked questions. A motion was made for the staff report to be escalated to the GRF Board. By unanimous consent, the motion was approved.

Gate 1 Westside Fence Extension Discussion

Mr. Siviglia directed the committee’s attention toward the attachment in the packet relating to this topic. Members made comments and asked questions. By unanimous consent, the committee requested that staff return with a financial analysis.

ITEMS FOR FUTURE AGENDAS

Gate 1 Westside Fence Extension Financial Analysis


CONCLUDING BUSINESS

DATE OF THE NEXT MEETING

The next meeting is scheduled for Monday, August 29, at 1:30 p.m. in a hybrid meeting on Zoom, and in the Board Room in the Laguna Woods Village Community Center.

ADJOURNMENT

There being no further business to come before the Committee, Chair Tibbetts adjourned the meeting at 2:57 p.m.

 Jun 29, 2022
Don Tibbetts (Jun 29, 2022 16:43 PDT)

Don Tibbetts, Chair

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

Tuesday, March 29 2022 9:30 AM

VIRTUAL MEETING

MEMBERS PRESENT: Acting Chair: Tom Siviglia, Juanita Skillman, Sandy Benson, Donna Rane-Szostak, John Frankel, Jim Riedel, Bruce Bonbright, Diane Casey, Grace Stencel, James Cook, Sue Stephens

OTHERS PRESENT: Doug Gibson

STAFF PRESENT: Jayanna "JJ" Abolmoloki

THE MEETING WAS CALLED TO ORDER: 9:31 AM

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.

CHAIRS REMARKS: Chair Tom Siviglia shared that he is standing-in as the Chair for this meeting while VMS is still in the process of hiring a new Security Director. Tom also shared that the Tower's Repeater was supposed to be installed yesterday. However, it was delayed due to the rain.

MEMBER COMMENTS: A Member of the Gate 11 club, reported that their next meeting will be held on April 12th, 2022 from 9:00 AM to Noon. He gave the committee an open invitation to attend. The Member also stated that they are continuing to recruit Good Neighbor Captains as well.

REPORTS

RADIO & COMMUNICATIONS: Bruce Bonbright reported that the radio drill went very well, and that 15 out of 16 participants responded. The one member who did not respond will have her radio examined by Tom Siviglia to ensure it is working properly.

OFFICE MANAGER/ADVISOR: Grace Stencel stated that she is reporting on behalf of Tom Soule for this meeting. Grace reported that the deposits for March

came out to a total of \$300.00. Grace also shared that the sales for March to-date come out to a total of \$351.00. She reported that the most popular items in March were personal survival kits, water heater hoses, and car kits. Grace shared that the Office currently has 5 active volunteers, but they are hoping to have a few more along with some substitutes. Grace shared that the current advertising is working, and that there were 44 walk-ins in March.

Grace shared that she and a neighbor, who is a registered nurse, are visiting each Clubhouse cabinet to ensure uniformity in supplies and set-up, and they are creating a list of what needs to be ordered for each cabinet. Grace encouraged the committee members to view the Disaster Prep display in the Village Library during the month of April. Grace concluded by reminding the committee that Building Damage forms are no longer used by Good Neighbor Captains.

RECRUITMENT / RETENTION / TRAINING: Juanita Skillman shared that she and Sandy Benson will be at the Village Bazaar again on April 2nd, 2022.

GRF BOARD: Gan Mukhopadhyay introduced himself as a new member of the committee, and shared that he did not have anything to report.

UNITED BOARD: No report.

THIRD BOARD: Donna Rane-Szostak stated that she would like to share the Involvement Opportunities Document with the Third Board. James Cook introduced himself as a new member of the committee and shared his professional background.

TOWERS: Sue Stephens reported that the Towers has a total of 56 Floor Captains, and that she will send the roster to Juanita Skillman and JJ Abolmoloki.

PET EVACUATION SUBMIT COMMITTEE: Sandy Benson reported that she will be at the Village Bazaar with Juanita Skillman on April 2nd, 2022 at Clubhouse 5. Sandy also shared that she has 100 File of Life packages to hand-out, 250 "Pet Inside" stickers, and 250 brochures regarding pet preparedness to hand-out at the Bazaar. Sandy thanked JJ Abolmoloki for taking-on the responsibility of maintaining the list of confidential resident information regarding the Pet Evacuation Sub Committee.

DISCUSSIONS AND CONSIDERATIONS

FIRE AVERT PROGRAM UPDATE: Tom Siviglia reported that he has 3 more devices to install. However, they have experienced an issue with the

plugs due to some manors having uncommon insertion types. Tom shared that one current participant experienced the device in action when they accidentally burnt bacon on the stove. The participant stated that the device performed exactly as it should have. Members made comments and asked questions.

INVOLVEMENT OPPORTUNITIES DOCUMENT: Tom Siviglia explained the attached document, which lists 5 different ways residents may participate in the Disaster Preparedness Task Force. Tom shared that this was requested at the last meeting. He thanked JJ Abolmoloki for creating the document.

MEMBER COMMENTS:

Juanita Skillman stated that she believes the Disaster Tas Force needs more publicity. Juanita stated she will bring figures for purchasing branded tablecloths and/or banners to the next meeting.

Diane Casey stated that the Red Cross is typically assigned to specific areas, and that she would check to see if Laguna Woods has anyone assigned to them.

Gan Mukhopadhyay volunteered to assist in assessing building structures.

Tom Siviglia thanked everyone for their participation, and stated that the time spent is very valuable even if most residents don't realize it.

NEXT MEETING: May 31, 2022 at 9:30 AM

ADJOURNMENT: 10:01 AM

Submitted By:

Tom Siviglia

Mar 31, 2022

Tom Siviglia, Acting Committee Chair

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