



SPECIAL MEETING

MINUTES OF THE STRATEGIC PLANNING MEETING OF THE THIRD BOARD OF DIRECTORS, THIRD LAGUNA HILLS MUTUAL, A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

March 27, 2018
9:30 a.m. • Willow Room

Members Present: Steve Parsons, Bunny Carpenter, Roy Bruninghaus, Jack Connelly (left early), John Frankel, Cush Bhada, Lynn Jarrett, Jon Pearlstone, Reza Karimi and Annie McCary

Members Absent: Rosemarie diLorenzo (excused)

Staff Present: Cheryl Silva

Others Present: Mike Straziuso (Member)

1. Welcome/Call Meeting to Order

Vice President Parsons called the meeting to order at 9:35 a.m. and established that a quorum was present.

2. Approval of the Agenda

By consensus the Board approved the agenda as presented.

3. Strategic Planning 2019:

Our Vision

- Safe, Secure Community
- Well Managed Community
- Well Maintained Community
- Active Adult Community
- Reasonably Priced/Financially Sound
- Friendly, Kind, Supportive Community

Director Karimi commented about adding Friendly/Kind/Supportive Community.
Director Pearlstone create metrics for these six items.

Where Are We Now?

- Moving forward in some areas

- Falling behind in some
- Controlling the addition of new projects
- Holding the line on assessments
- Testing, evaluating and refining
- Expert opinions
- Efficiencies (What are they, where did savings go?)
- Define Shared Costs
- Define what the Board wants Staff to do

Discussion ensued among the Directors.
Several Directors gave their input on areas of improvement.

Dangers

- GRF
- Resident Mental Health
- “Unfavorables” into the Community
- Infrastructure
- Financial Issues
- Too Many Leases
- Fire Safety (Avert)

Discussion ensued among the Directors.
Several Directors gave their input on additional danger areas.

Where Are We Going?

- Identify
- Prioritize
- Accountability
- Plan Consistently and Methodically

Maintenance and Construction

- Cul-de-Sac street & building signs. Use the sign shop to make the signs in-house. (need someone to do a business plan for a sign shop)
- Condensation Panels over Carports. - Director Carpenter to research.
- Bulky-Item Pick-up Program—Keep, but modify. Need better relationship between Resident Services and Waste Management.
- Street & Walkway Lighting Program—US Energy consultant is available to survey our needs. Keep program, but check with consultant on where additional lighting is needed.
- Street Light Fixture Retrofit
- Waste-line Remediation (accelerate the program)—Directors Pearlstone and Bhada will put together a business plan (push back other programs so this program can be accelerated).

- EV Charging Stations
- Thin Concrete Roofs—Director Bhada will research how many buildings have this type of roof and how much will it cost to repair them.
- Seal Support Beams—Dry Rot
- Gutter Repair, Replacement, and Cleaning (Gutters need to be cleaned more often, put screens over top, check installation to make sure water is not seeping through)
- Roto-Rooter Program—Directors Pearlstone and Bhada to looking into this as part of the Waste-line Remediation acceleration program)
- Building Signs—need the large building signs installed after the new cul-de-sac signs are installed.
- Replace Mailboxes—many existing mailboxes are not secure. (How many can be done per year? Garden Villa Buildings should be done first. Start in 2021. Need a five-year program. Need to research cost).
- Replacement of Garden Villa Balcony Railings—(resolution). Identify how many need to be replaced. Inspect railings and decks to see which ones need to be replaced. Replace wood railings with metal railings in conjunction with the Prior-to-Paint Program.
- GV Recessed Area upgrades—postpone for now.
- Inspect and Replace water shut-off valves for all buildings.
- Restriping of parking spaces in GV buildings—move to 2021 budget.
- Replacement of all the mailroom and elevator floor tiles—replace tile with vinyl floors in the elevators. Replace tile with tile in mailrooms. Include floors in mailroom replacement program.
- Directory Box Replacement in LH-21 buildings

Energy Task Force

- Siemens Consultant Phases II & III contract; find out the work left for phase 1 and determine projected cost for phase 2 & 3. Set up a reserve fund for Energy Projects, \$2/manor/month.
- EV Charging Stations—Determine what is needed: wiring, transformers, multi-charging cords, stations, and placement for general public use.

Golf Cart Parking Task Force

- Golf Cart Parking Spots—Increase parking spaces for Golf Carts. Need Policy on golf cart parking/charging.
- Need policy for oversized vehicle parking policy.

Landscape

- Slope Maintenance-Landscape would like to contract out the entire tree trimming program for three years, and then landscape department will maintain. Include hydro-seeding as part of program.

- Expand Turf Reduction Program – budget every year for 5 years
- Decide on Alternative Weed Herbicide Program – Landscape Committee
- Tree Trimming around Street Lights
- Tree Trimming/Removal to be based on species
- Increased Water Costs - Research areas where we can save water.
- Finish and publish the landscape manual.
- Kinds of plants grown in the nursery (should be drought resistant).
- Stronger supervision is needed in the field.
- Soil analysis is needed in some areas of Third Mutual.

Communication & IT

- Communication with residents on turf reduction program.

Resident Services

Governance

Security/Compliance

- Security Equipment--Identify security problem areas and determine if more surveillance/cameras are needed for those areas.

Staff Salaries & Benefits

- Need a Corporate Business Analyst on staff and independent of VMS Department Heads, for planning purposes
- Evaluation of Compliance case load; may need more staff in the Compliance Department
- Cross-Training of Field Staff to maximize staff utilization during all seasons of the year.

GRF

- Landscaping


Discussion ensued among the Directors.

Director Connelly left the meeting at 11:15 a.m.

The meeting will be continued at a later date to go over the other divisions.

4. Adjournment

The meeting was adjourned at 1:40 p.m.



Roy Bruninghaus, Secretary of the Board
Third Laguna Hills Mutual