

OPEN MEETING

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
LAGUNA WOODS MUTUAL NO. FIFTY
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

November 20, 2018

The Board of Directors of Laguna Woods Mutual No. Fifty, a California non-profit mutual benefit corporation, met at 2:00 p.m. on Thursday, November 20, 2018 at 24055 Paseo Del Lago West, Laguna Woods, California.

Directors Present: Ryna Rothberg-Chair, June Greenwald, Al Amado, and John Dalis

Directors Absent: Inesa Nord-Leth

Staff Present: Katy Howe, Alex Banegas, Ariana Rodriguez

Others Present: David Lopez and Ellen Lopez, Ellen Lopez and Associates

CALL TO ORDER

Director Rothberg called the meeting to order at 2:06 p.m. and established that a quorum was present.

PLEDGE OF ALLEGIANCE

Director Rothberg led the membership in the Pledge of Allegiance.

APPROVAL OF AGENDA

By consensus, the Board approved the agenda.

APPROVAL OF MINUTES OF MEETING

Without objection, the Board approved the regular open meeting minutes of:

- October 18, 2018 – Regular Meeting

PRESIDENT'S COMMENTS

President Rothberg commented on docent tours, realtor sign rules in Laguna Woods Village, and noted that the Board may soon be seeking volunteers for building maintenance inspections.

GOLDEN RAIN FOUNDATION REPORT

Katy Howe reviewed the decisions made at the October 2018 Golden Rain Foundation Board meeting.

GENERAL MANAGER'S REPORT

Katy Howe reported on several items at The Towers, including the USPS mailboxes that have been moved, the new monument signs coming, the bird spikes have been installed, the union contract renewal is in process, and the upcoming Association Annual Meeting which will be held on December 13. She also acknowledged Towers employees and staff changes. Katy also gave the management reports for October 2018, including: The Resale Report, the Leasing Report, the Maintenance Report, and the Dining Services Reports.

TREASURER'S REPORT/FINANCE COMMITTEE

Director Amado reported on the association's financials through September 30, 2018.

MEMBER COMMENTS

- Saretta Berlin, unit 862, questioned when they will install a steamtable in the Crystal dining room.
- Sy Wellikson, unit 1161, urged the Board to make sure they review all their vendor contracts, including with Sodexo and Associa/PCM.
- Susan Stephens, unit 901, informed the Board about the most recent activities of the Laguna Woods Village Energy Management Task Force.
- Irv Fenton, unit 1060, commented on food quality in the dining rooms.

RESPONSE TO MEMBERS' COMMENTS

The Board of Directors and Mrs. Howe responded to member comments.

MUTUAL FIFTY COMMITTEE REPORTS

Activities Committee Report

No meeting, no report.

Marketing Committee Report

No meeting, no report.

Transportation Committee

No meeting, no report.

Orientation Committee Meeting

No meeting, no report.

CONSENT CALENDAR

None.

OLD BUSINESS

Dress Code

Director Dalis read the proposed resolution:

RESOLUTION 50-18-86
Dining Room and Common Area Dress Code Rules

WHEREAS, Laguna Woods Mutual No. Fifty has maintained a dress code for common areas and both the California and Crystal Dining Rooms since the inception of The Towers; and

WHEREAS, good grooming (clothing, hair, face and hands) is expected at all times in the Dining Rooms and Common Areas; and

WHEREAS, the following dress codes for The Towers' Dining Rooms and Common Areas apply to both residents and their guests (for whom residents are responsible);

NOW THEREFORE BE IT RESOLVED, November 20, 2018, that the Board of Directors of this Corporation, on behalf of the Corporation, hereby states the Laguna Woods Mutual No. Fifty Dining Room and Common Area Dress Codes as shown;

TOWERS COMMON AREA

The following is unacceptable attire for Towers' Common Area:

1. Sleep Attire
2. Scrubs
3. Bedroom Slippers
4. Swimwear

CRYSTAL DINING ROOM

A blazer or suit jacket is required for men dining in the Crystal Dining Room.* The following is unacceptable attire for anyone dining the Crystal Dining Room:

1. Shorts
2. Shirts with Messaging
3. Uncollared Shirts (for men)
4. Athletic/Gym Pants/ Leggings
5. Muumuus/ Lounger
6. Blue Jeans
7. Bedroom Slippers
8. Hats or Bandanas
9. Windbreakers/hoodies/sweatshirts

*men must keep jackets on while in the Crystal Dining Room

CALIFORNIA DINING ROOM (Dinner)

The following is unacceptable attire for anyone dining in the California Dining Room during dinner hours:

1. Shorts
2. Denim with fading, holes, or frays
3. Shirts or jacket with Messaging
4. Uncollared Shirts or T-Shirts (for men)
5. Athletic/Gym Pants
6. Bedroom Slippers
7. Hats or Bandanas

CALIFORNIA DINING ROOM (Lunch)

The following is unacceptable attire for anyone dining in the California Dining Room during lunch hours:

1. Swimwear (bathing suits/coverups)
2. Sleepwear

RESOLVED FURTHER, that if a member believes that he/she is entitled to an exception to these rules as a reasonable accommodation of a disability, the individual should submit the request to management. Each request will be considered by the Board on a case-by-case-basis; and

RESOLVED FURTHER, that the Staff of the Dining Services provider is hereby authorized and empowered to enforce these rules by politely informing the resident/guests of the dress code violation and requesting that the person not enter the dining room until they meet the dress code;

RESOLVED FURTHER, that the Staff of the Dining Services provider report all violations to the Towers' General Manager; and

RESOLVED FURTHER, that in an instance where a violation of the dress code is observed, the information will be communicated to the Towers General Manager stating the name of the resident/guest, the date, time, and the specific offense, and the General Manager will proceed with resident disciplinary process; and

RESOLVED FURTHER, that any resident found to be violating these rules will be brought forward to the Board of Directors for a hearing and potential disciplinary action.

RESOLVED FURTHER, that the Board may take disciplinary action authorized by the Mutual's governing documents including, but not limited to: 1) imposing a fine subject to the Board's Fee and Penalty Schedule between \$25-500; 2) suspension of common area privileges (including the use of the dining rooms); or 3) termination of the occupancy of the resident in Mutual Fifty with notice and hearing where required

RESOLVED FURTHER, that Resolution M50-15-18 dated April 16, 2015 is hereby superseded 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.

This resolution has fulfilled the 30-day notification process as imposed by the Davis-Stirling Act.

Director Dalis moved the resolution. Director Amado seconded the motion. Discussion ensued. By a vote of 3-0-0, the motion passed.

Traffic Rules & Regulations

Director Dalis read the proposed resolution:

RESOLUTION M50-18-87 **Traffic Rules and Regulations**

WHEREAS, the Board of Directors of this Corporation has previously adopted standards for traffic enforcement and parking enforcement, and in an effort to provide comprehensive traffic rules and regulations enforceable to the residents of Mutual No. Fifty, both standards have been consolidated to improve consistency within the Community; and

WHEREAS, the Traffic Rules and Regulations are intended to mirror the California Vehicle Code and to adhere to the Davis-Stirling Act;

WHEREAS, due to resident complaints the association is designating Contractor and Service Vehicle Parking in its parking lots and placing a 10-minute limit on parking beside the building;

NOW THEREFORE BE IT RESOLVED, November 20, 2018, that the Board of Directors of this Corporation hereby adopts the revised Laguna Woods Mutual No. Fifty Vehicle, Traffic, and Parking Rules, as attached to the minutes of this meeting; and

RESOLVED FURTHER, that Resolution M50-15-02 adopted January 15, 2015 is hereby superseded 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.

This resolution has fulfilled the 30-day notification process as imposed by the Davis-Stirling Act.

Director Dalis moved the resolution. Director Greenwald seconded the motion. Discussion ensued. By a vote of 3-0-0, the motion passed.

Administer Lien on Account 191-5990

Director Dalis read the proposed resolution:

RESOLUTION 50-18-88
Recording of a Lien

WHEREAS, Member ID 191-5990 is currently delinquent to Laguna Woods Mutual No. Fifty with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, November 20, 2018, that the Board of Directors hereby approves the recording of a Lien for Member ID 191-5990; and

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

Director Dalis moved the resolution. Director Amado seconded the motion. By a vote of 3-0-0, the motion passed.

Administer Lien on Account 191-5518

Director Dalis read the proposed resolution:

RESOLUTION 50-18-89
Recording of a Lien

WHEREAS, Member ID 191-5518 is currently delinquent to Laguna Woods Mutual No. Fifty with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, November 20, 2018, that the Board of Directors hereby approves the recording of a Lien for Member ID 191-5518; and

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

Director Dalis moved the resolution. Director Amado seconded the motion. By a vote of 3-0-0, the motion passed.

Disaster Preparedness

Mr. David Lopez, a partner with Ellen Lopez & Associates (ELA) Inc., discussed his company's evaluation of the hazards/risks in The Towers and proposed recommendations including, developing an Emergency Operations Plan (EOP), partnering with LWV Disaster Preparedness Task Force, establishing an Emergency Preparedness Education, Outreach and Involvement Program, implementing a radio communication system for employees and management and conducting emergency operations training and exercises.

Director Rothberg made a motion to authorize an engagement with ELA to prepare a comprehensive Emergency Operations Plan beginning January 1st, 2019, and which is to be completed within 90 days and will not to not exceed a cost of \$15,000 from the operating fund. Director Greenwald second the motion. Discussion ensued. By a vote of 3-0-0, the motion passed.

Transportation Survey Results

Ms. Thilde Peterson presented the Board and membership with the results from the Transportation Survey. Discussion ensued. No action taken.

Dining Services Guide

Dining Services submitted to the Board a draft copy of the 2019 Dining Services Guide including changes in points. Director Amado made a motion to approve the edited Dining

Services Guide for implementation as of January 1, 2019. Director Dalis second the motion. Discussion ensued. By a vote of 3-0-0, the motion passed.

Process for Request for Reasonable Accommodations

Ms. Howe provided the Board procedures for evaluating Requests for Reasonable Accommodation of a Disability. No action was taken.

NEW BUSINESS

Staff Holiday Lunch

Director Amado made a motion to approve \$700 in expenses for the association to host the annual staff holiday lunch. Director Dalis second the motion. By a vote of 3-0-0, the motion passed.

2019 Governance Calendar

By unanimous consent, the Board approved the 2019 governance calendar as presented.

Fire Sprinkler Replacements

Director Dalis read the proposed resolution:

RESOLUTION 50-18-90

Supplemental Appropriation to Replace All Fire Sprinklers in 2019

WHEREAS, Mutual No. Fifty budgeted \$50,000 in 2019 for year three of five of its fire sprinkler replacements in its 2019 Reserves Expenditures Plan; and

WHEREAS, during year two replacements, Staff has discovered a problem where some fire sprinkler heads are found to be clogged; and

WHEREAS, Staff recommends compacting the program and replacing all remaining fire sprinkler heads in 2019 (years three, four, and five); and

WHEREAS, the estimate is \$160,000 to replace the remaining fire sprinklers in the building and \$50,000 is already budgeted;

NOW THEREFORE BE IT RESOLVED, November 20, 2018, that the Board of Directors of this Corporation hereby approves a supplemental appropriation not to exceed \$160,000 from the Replacement Fund for the replacement of the remaining fire sprinklers in early 2019; and

RESOLVED FURTHER, this appropriation will take the place of the previously appropriated \$50,000 in the 2019 Reserves Expenditures Plan;

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

Director Dalis moved the resolution. Director Amado seconded the motion. Discussion ensued. By a vote of 3-0-0, the motion carried.

2019 Reserve Plan

Director Dalis read the proposed resolution:

RESOLUTION 50-18-91 **Reserve Plan for 2019**

WHEREAS, Civil Code Section 5570 requires specific reserve funding disclosure statements for associations, and

WHEREAS, planned assessments or other contributions to replacement reserves must be projected to ensure balances will be sufficient at the end of each year to meet the association's obligations for repair and/or replacement of major components during the next 30 years;

NOW THEREFORE BE IT RESOLVED, November 20, 2018, that the Board has developed and hereby adopts the Replacement Reserves 30-Year Funding Plan (attached) with the objective of maintaining replacement reserve balances at or above a threshold of \$2,400,000 while meeting its obligations to repair and/or replace major components; and

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

Director Dalis moved the resolution. Director Amado seconded the motion. Discussion ensued. By a vote of 3-0-0, the motion carried.

GRF COMMITTEE REPORTS

Community Activities Committee – Ryna Rothberg

No report given.

Business Planning Committee – Al Amado

No report to give.

Finance Committee – Al Amado

No report to give.

Landscape Committee – June Greenwald

No report to give.

Maintenance and Construction Committee – Ryna Rothberg

No report to give.

Media and Communications Committee- Ryna Rothberg

No report given.

Mobility and Vehicles Committee – June Greenwald

No report to give.

Security and Community Access – John Dalis

No report to give.

Disaster Planning Task Force – Inesa Nord-Leth

No report to give.

PAC Ad Hoc Committee – June Greenwald

No report to give.

Laguna Woods Traffic Hearings – Inesa Nord-Leth & Ryna Rothberg

No report given.

Board Member Closing Comments

No closing comments.

ADJOURNMENT

The open session meeting was adjourned at 4:30 p.m.

Summary of Previous Closed Session Meetings per Civil Code Section 4935

During its Regular Executive Session meeting of November 20, 2018, the Board approved the minutes of the October 10, 2018 Special Closed meeting, the October 18, 2018 Regular Special Session, the October 25, 2018 Special Closed meeting, the November 2, 2018 Special Closed meeting, November 7, 2018 Special Closed meeting and November 8, 2018 Special Closed meeting and discussed contract issues. The closed session meeting was adjourned at 1:55 p.m.



Ryna Rothberg, President