



OPEN MEETING

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
RESIDENT POLICY AND COMPLIANCE TASK FORCE**

Wednesday, July 24, 2019 – 2:00 p.m.
Laguna Woods Village Community Center, Board Room – 24351 El Toro Road

MEMBERS PRESENT: Roy Bruninghaus, Chair, Bunny Carpenter, Reza Karimi, and Steve Parsons

MEMBERS ABSENT: Rosemarie diLorenzo

ADVISORS PRESENT: Stuart Hack and Cindy Baker

ADVISORS ABSENT: None

STAFF PRESENT: Pamela Bashline, Blessilda Wright, Gavin Fogg, Francis Gomez, and Debbie Ballesteros

CALL TO ORDER

Roy Bruninghaus, Chair, called the meeting to order at 2:01 p.m.

ACKNOWLEDGEMENT OF PRESS

The Media was not present.

APPROVAL OF AGENDA

Director Karimi made a motion to approve the agenda as presented. Advisor Hack seconded the motion.

By unanimous vote the motion carried.

APPROVAL OF MEETING REPORTS

Director Karimi made a motion to approve the June 12, 2019 meeting report as presented. Director Carpenter seconded the motion.

By unanimous vote the motion carried.

CHAIRMAN'S REMARKS

Chair Bruninghaus stated that before a matter is sent to legal, he would like to have everything in order, finalized, and ready to go. Chair Bruninghaus added three items for future agendas. He also commented that today's meeting will focus on the Leasing Policy Amendment and Co-Occupancy Policy. Chair Bruninghaus welcomed everyone in the room and thanked them for attending the meeting.

MEMBER COMMENTS ON NON-AGENDA ITEMS

Ben Brown (3130-D) had some trouble with flooding. He is concerned with the maintenance and the follow up procedures.

Sunny Young (2380-E) commented on his delinquent account.

Phyllis Waite (3428-M) commented on parking issues and common area clutter (landscape / balcony).

Steve Parsons entered the meeting at 2:15 p.m.

RESPONSE TO MEMBER COMMENTS ON NON-AGENDA ITEMS

Chair Bruninghaus responded to Mr. Brown informing him that he will bring the issue to the attention of the COO, Siobhan Foster.

Francis Gomez, Compliance Manager, responded to Mr. Young that she would look into his issue and contact him.

Director Parsons responded to Ms. Waite and informed her that Third has a Parking Task Force to work on parking issues over time.

Chair Bruninghaus responded to Ms. Waite and explained that there is a process for detecting clutter. If she sees something, she should contact Security to start the Compliance process.

REPORTS

Vacant Manor Updated List

Gavin Fogg, Inspections Supervisor, presented the Vacant Manor Updated List. He explained the different statuses. The Task Force members commented and asked questions.

Disciplinary Report

Blessilda Wright, Compliance Supervisor, presented the Disciplinary Report. The Task Force members commented and asked questions.

The Task Force directed Staff to add two more items to the report: active cases per month and average case load per coordinator.

Expired Lease – 15 Day Letter

Pamela Bashline, Community Services Manager, presented a report on the success of the Expired Lease – 15 Day Letter. She explained that in June, 26 letters were sent out and only two (2) cases remain open. 24 cases were resolved. The Task Force members commented and asked questions.

ITEMS FOR DISCUSSION AND CONSIDERATION

Leasing Policy Amendment

Ms. Bashline presented the proposed Leasing Policy changes. She explained that if a landlord wants to make changes to a lease during the term of the lease, the proposed change to the leasing policy will require the landlord to write a new lease and apply for a new lease authorization. Doing so makes it easier to track who is living in the unit. The Task Force members commented and asked questions.

Director Parsons made a motion to approve the proposed changes to the Leasing Policy. Director Karimi seconded the motion.

By unanimous vote, the motion carried

Co-Occupancy Policy Study Group

Chair Bruninghaus presented the Co-Occupancy Policy Study Group report. The Task Force members commented and asked questions. The Study Group members also commented on the report.

Director Karimi made a motion to approve the Co-Occupancy Policy. Director Parsons seconded the motion.

By unanimous vote, the motion carried

ITEMS FOR FUTURE AGENDAS

- Smoking Policy
- Solicitations (Political)
- Census (Federal)

CONCLUDING BUSINESS

Task Force Member Comments

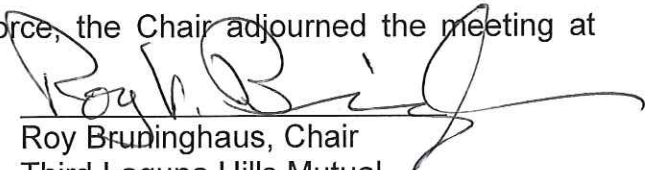
There were no Task Force Member Comments.

Date of Next Meeting

The next meeting is scheduled for Thursday, August 29, 2019 at 1:00 p.m. in the Board Room.

Adjournment

With no further business before the Task Force, the Chair adjourned the meeting at 3:02 p.m.


Roy Bruninghaus, Chair
Third Laguna Hills Mutual