



OPEN MEETING

**REGULAR MEETING OF THIRD LAGUNA HILLS MUTUAL
ARCHITECTURAL CONTROL AND STANDARDS COMMITTEE***

**Monday, December 11, 2023 – 1:30 p.m.
Laguna Woods Village Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

REPORT

COMMITTEE MEMBERS PRESENT: Jim Cook – Chair, Ralph Engdahl, Nathaniel Ira Lewis, Cris Prince, Brad Rinehart, Advisors: Michael Butler, Lisa Mills

COMMITTEE MEMBERS ABSENT: Mike Plean (Excused)

STAFF PRESENT: Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Alan Grimshaw – Manor Alterations Manager, Gavin Fogg – Manor Alterations Supervisor, Josh Monroy – Manor Alterations Coordinator

1. Call Meeting to Order

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

2. Approval of the Agenda

Hearing no objection, the agenda was approved by consent.

3. Approval of the Meeting Report for November 13, 2023

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

4. Remarks of the Chair

None.

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

None.

6. Response to Member Comments

None.

7. Department Head Update

Mr. Mejia wished the committee Happy Holidays.

8. Consent Calendar: 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.

a. **Over-The-Counter Variances** – Hearing no objection, the Over-The-Counter Variance report was approved by majority vote. (Director Engdahl abstained).

5538-B: Request for Rear Room Extension and Front Bedroom Extension.

9. Variance Requests

None.

10. Items for Discussion and Consideration

a. Discussion Interior Inspections

Mr. Mejia asked the committee for input on increasing the scope of resale inspections, and with it a re-assessment of the fee. The committee suggested that with interior inspections, if a resident has record of their mutual consent and or city permit; no further investigation needs to be done by Manor Alterations. Discussion ensued regarding the need for the mutual to conduct interior inspections, impacts to resources and the potential of bringing additional liability to the mutual. It was concluded that the members will be better served if the member or buyer retains the services of a third-party inspector. Staff to present revisions to current resale policy.

b. Discussion Proposed Elimination of Resolution 03-16-07: Low-Flow Toilet Statement of Compliance

A motion was made to recommend that staff look into removing the requirement for low-flow toilets. Hearing no objection, the motion was approved by unanimous consent.

c. Discussion Revision to Architectural Standard 8: Porch Lift/Elevators

Mr. Mejia informed the committee that in Third Mutual, lift/elevators are installed by the member at their expense for their exclusive use. The members retain responsibility for its maintenance, provide liability insurance to the mutual and are responsible for restoring the building back to its original state when the lift/elevator is no longer needed or when the manor is sold if the new buyer does not want to be responsible for it. Staff was asked to revise the standard to allow for a transfer of responsibility from owner to buyer if they intend to keep the lift/elevator.

11. Items for Future Agendas

- a. Revision to Resale Inspections
- b. Elimination of Resolution 03-16-07: Low-Flow Toilet Statement of Compliance
- c. Revision to Architectural Standard 8: Porch Lift/Elevators


12. Committee Member Comments

- Advisor Mills thanked the committee and staff for their efforts to reduce fees and expedite variances.
- Director Lewis reminded the committee of the AQMD Speaker Townhall taking place at Clubhouse 5 on February 22, 2024 from 10:00 a.m. to 12:00 p.m.

13. Date of Next Meeting: Monday, January 08, 2023 at 1:30 p.m.

14. Adjournment

The meeting was adjourned at 2:16 p.m.



JIM COOK (Dec 14, 2023 13:44 PST)

Jim Cook, Chair

Jim Cook, Chair
Alan Grimshaw, Manor Alterations Manager
Telephone: 949-597-4616