

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

July 16, 2013

The Regular Meeting of the Third Laguna Hills Mutual Board of Directors, a California non-profit mutual benefit corporation, was held on Tuesday, July 16, 2013 at 9:30 A.M. at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Mike Straziuso, Isabel Muennichow, Won Chang, Kathryn Freshley, Denny Welch, Beth Perak, Judith Troutman, Hank Gioia, Sy Wellikson, Rae Tso

Directors Absent: Jim Juhan

Staff Present: Jerry Storage, Patty Kurzet
Executive Session: Jerry Storage, Patty Kurzet, Cris Robinson, Blessilda Fernandez

Others Present: Kelly Richardson, Esq.

CALL TO ORDER

Director Mike Straziuso, President of the Corporation, called the meeting to order at 9:30 A.M.

PLEDGE OF ALLEGIANCE

Director Welch led the Membership in the Pledge of Allegiance to the Flag.

ACKNOWLEDGEMENT OF MEDIA

A representative of the Globe and the Channel 6 Camera Crew, by way of remote cameras, were acknowledged as present.

APPROVAL OF AGENDA

The Board approved the agenda as written.

CHAIR'S REMARKS—Mike Straziuso

President Straziuso spoke to the coyote population in the Gate 14 area; encouraged residents to not dispose of inappropriate trash in the garbage disposal, spoke to the mis-information circulating in the community and encouraged residents to seek the facts to prevent spreading rumors; spoke to the Board Meeting reports on the website; and encouraged residents to pick up an application to run for the Board.

APPROVAL OF THE MINUTES

Without objection the Board approved the minutes of the June 18, 2013 Regular Meeting as written.

CONSENT CALENDAR

Without objection, the Board removed *3420-1E Approve request to install a new 3'-0" X 7'-0"*

window in the Living Room and placed it under the Maintenance and Construction Committee Report for discussion. The Board approved the Consent Calendar as amended, and took the following actions:

Maintenance & Construction Committee Recommendations:

- | | |
|---------|---|
| 3138-B | Approve reimbursement request for rodent removal |
| 3182-B | Deny request to retain a second satellite dish |
| 3205-C | Approve request for root removal reimbursement |
| 3459-A | Approve request to install a patio slab extension at Manor, with contingencies |
| 5511-1E | Approval of appeal request to install a new window compliant with Standard Plan 85, with contingencies |

Landscape Committee Recommendations

None

Finance Committee Recommendation

RESOLUTION 03-13-69

WHEREAS, Member ID 931-350-18 is currently delinquent to Third Laguna Hills Mutual 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, July 16, 2013, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-350-18; 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.

RESOLUTION 03-13-70

WHEREAS, Member ID 931-530-55 is currently delinquent to Third Laguna Hills Mutual 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, July 16, 2013, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-530-55; 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.

RESOLUTION 03-13-71

WHEREAS, Member ID 931-631-39 is currently delinquent to Third Laguna Hills Mutual 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, July 16, 2013, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-631-39; 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.

RESOLUTION 03-13-72

WHEREAS, the Finance Committee recommends filing separate Small Claims Court cases of \$2,500 (or less) in an attempt to collect delinquent assessments by way of a judgment or stipulation against members/owners in Third Laguna Hills Mutual; and

NOW THEREFORE BE IT RESOLVED, July 16, 2013, that the Board of Directors hereby approves the filing of separate Small Claims Court cases for Member ID 931-350-18, Member ID 931-460-36, and Member ID 932-810-59; 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.

GENERAL MANAGER'S REPORT

The Membership was updated on the ongoing GRF projects within the Community and on Third Mutual projects.

MEMBER COMMENTS

Third Mutual Members were given the opportunity to speak and the Directors briefly responded.

UNFINISHED BUSINESS

The Secretary of the Corporation, Director Muennichow, read a proposed resolution approving the revised Mutual Alteration Standard Section 6 - Block Walls, which was postponed to satisfy the 30-day notification requirement. Director Muennichow moved to approve the resolution. Director Welch seconded the motion.

By a vote of 8-0-0 (Director Perak was absent from the meeting), the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 03-13-73

WHEREAS, the Board of Directors of this Corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Alteration Standards; and

WHEREAS, the Maintenance & Construction Committee of this Corporation recognizes the need to further amend a portion of the Standards with regard to Section 6 - Block Walls;

NOW THEREFORE BE IT RESOLVED, July 16, 2013, that Mutual Alteration Standard Section 6 - Block Walls is hereby amended as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended; 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 Muennichow read a proposed resolution approving the revised Mutual Alteration Standard Section 13 - Fences, Wrought Iron, which was postponed to satisfy the 30-day notification requirement. Director Muennichow moved to approve the resolution. Director Welch seconded the motion.

By a vote of 8-0-0 (Director Perak was absent from the meeting), the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 03-13-74

WHEREAS, the Board of Directors of this Corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Alteration Standards; and

WHEREAS, the Maintenance & Construction Committee of this Corporation recognizes the need to further amend a portion of the Standards with regard to Section 13 - Fences, Wrought Iron;

NOW THEREFORE BE IT RESOLVED, July 16, 2013, that Mutual Alteration Standard Section 13 - Fences, Wrought Iron is hereby amended as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended; 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.

NEW BUSINESS

Director Freshley made a motion to add to the upcoming director election ballot the following two statements in order to survey Third Mutual residents regarding their position on direct election of GRF directors by district: "I support direct election of GRF directors by district." and "I do not support direct election of GRF directors by district."

Director Troutman seconded the motion and discussion ensued.

Director Wellikson moved to table the issue until the work of the Joint Task Force to Analyze the GRF Trust and Bylaws has completed its charge by bringing the GRF Trust and GRF Bylaws into synchronization. Director Welch seconded the motion. President Straziuso advised that the motion is not debatable or amendable.

By a vote of 5-2-1 (Directors Freshley and Troutman opposed, Director Muennichow abstained and Director Perak was absent from the meeting), the motion to table carried.

COMMITTEE REPORTS

Directors Gioia and Tso gave the Treasurer's and the Finance Committee Reports, and commented on the Resale & Lease Activities.

Director Chang reported from the Landscape Committee.

Director Welch reported from the Maintenance and Construction Committee.

Director Muennichow moved to establish an Ad Hoc Committee to Evaluate Plants on Walls and appoint Directors Welch, Muennichow, Perak, and Freshley. Director Wellikson seconded the motion and the motion carried unanimously.

Director Muennichow read the following proposed resolution approving revisions to Mutual Alteration Standard Section 4 – Air Conditioning Units/Heat Pumps:

RESOLUTION 03-13-xxx

WHEREAS, the Board of Directors of this Corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards; and

WHEREAS, the Maintenance & Construction Committee of this Corporation recognizes the need to further amend a portion of the standards with regard to Section 4 – Air Conditioning Units/Heat Pumps;

NOW THEREFORE BE IT RESOLVED, August 20, 2013, that Section 4 – Air Conditioning Units/Heat Pumps of the Mutual Alteration Standards is hereby amended as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 03-06-40 adopted September 19, 2006 and Resolution 03-10-100, adopted July 20, 2010 are hereby superseded and canceled and Resolution M3-96-28, adopted May 21, 1996 is hereby amended; 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.

The proposed rule changes were already presented on the television monitors on TV 6.

Director Welch moved to approve the resolution. Director Tso seconded the motion.

Director Freshley left the meeting at 10:53 A.M.

Ms. Wendy Panizza, Property Services Manager, summarized the proposed changes.

Without objection, the Board postponed the motion to August to conform to the 30-day notification requirement.

Director Freshley returned to the meeting at 10:58 A.M.

Director Muennichow read a proposed resolution reinstating Standard Plan 85. Director Muennichow moved to approve the resolution. Director Welch seconded the motion and discussion ensued.

Director Wellikson amended the motion to remove all references of “without board approval”. Director Tso seconded the motion and the motion carried unanimously.

By a vote of 7-0-1 (Director Freshly abstained), the motion carried and the Board of Directors adopted the following resolution as amended:

RESOLUTION 03-13-75

WHEREAS, Standard Plan 85 is a construction plan for the installation of a 5'-0" x 4'-0" window addition in the Living Room of Garden Villa, El Mirador, and Casa Dorado style buildings, which was revoked in 1997; and subsequently all such requests that have been presented to the Board for consideration have all been approved; and

WHEREAS, the Third Maintenance and Construction Committee, recommends that the Board reinstate Standard Plan 85 and approve the issuance of an over-the-counter permit for 5'-0" x 4'-0" window additions in the Living Room of Garden Villa style buildings, including Garden Villa, El Mirador, Casa Dorado, Villa Capri and Villa Puerta style buildings ~~without Board approval~~;

NOW THEREFORE BE IT RESOLVED, July 16, 2013, that the Board of Directors hereby authorizes reinstating Standard Plan 85 – Living Room Window Addition which allows Permits Staff to issue over-the-counter permits for 5'-0" x 4'-0" window additions in the Living Room of Garden Villa style buildings, including Garden Villa, El Mirador, Casa Dorado, as well as Villa Capri and Villa Puerta style buildings ~~without Board approval~~; and

RESOLVED FURTHER, that the Mutual requires, in addition to Mutual and City of Laguna Woods permits, the Member to also submit unit-specific plans depicting the proposed alteration, signed and wet-stamped by a State of California-licensed structural engineer or architect; 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 Muennichow moved to send the variance request of *3420-1E to install a new 3'-0" X 7'-0" window in the Living Room* back to the Maintenance and Construction Committee for architectural review. Director Freshley seconded the motion and discussion ensued.

Members Mr. and Mrs. William Tuohy (3420-1E) spoke to their variance request.

By a vote of 4-5-0 (Director Tso, Wellikson, Troutman, and Chang opposed, and President Straziuso voted in opposition to break the tie), the motion failed.

Director Wellikson moved to approve the request of *3420-1E to install a new 3'-0" X 7'-0" window in the Living Room*. Director Tso seconded the motion and discussion ensued. By a vote of 8-0-0, the motion carried.

Director Welch reported from the Standards Sub-Committee.

Director Welch reported from the Garden Villa Recreation Room Sub-Committee.

President Straziuso reported that the Board Operating Rules Committee did not meet.

Director Welch reported from Resident Problem Resolution Services.

Director Tso reported from the Quarterly Traffic Committee.

Director Welch reported from the Traffic Rules and Regulations Ad Hoc Committee.

Director Chang reported from the Revitalization Committee and presented a PowerPoint presentation on the survey results.

Director Perak returned to the meeting at 11:32 P.M.

Director Muennichow reported from the Joint Task Force to Analyze the GRF Trust and Bylaws.

Director Muennichow read a proposed resolution approving, in concept, amending the Trust relative to GRF's limitation to sell or lease land without the vote of the Corporate Members. Director Muennichow moved to approve the resolution. Director Welch seconded the motion and discussion ensued.

Director Freshley moved to add the word "weighted" in the fourth paragraph. Director Troutman seconded the motion and discussion ensued.

The previous question was moved and carried by a 2/3 vote.

The amendment failed by a vote of 2-7-0 (Directors Freshley and Troutman voted in favor).

Director Wellikson moved to waive the reading of the remaining resolutions and vote on them in one single vote. The motion was seconded and discussion ensued.

Director Muennichow summarized the intent of the remaining resolutions relative to amending the GRF Trust.

Member Ryna Rothberg (704) commented on the resolutions.

Without objection the Board agreed to add the words "the concept of an amendment" and delete the words "the policy" in the third resolution.

By a vote of 9-0-0, the motion to waive the reading and approve the remaining resolutions carried and following resolutions were adopted as amended:

RESOLUTION 03-13-76

WHEREAS, the Joint Task Force to Analyze the GRF Trust and Bylaws was tasked with resolving conflicts between the Trust and GRF Bylaws and between

the Trust and practice;

WHEREAS, the Trust at Section VII, Section A provides:

A. “TRUSTEE shall have, in addition to all powers, rights and privileges provided by law for trustees, and all powers necessary to carry out the duties herein imposed on TRUSTEE, the further powers to grant, bargain, sell for cash or credit, convey, exchange, convert; lease for terms, either within or beyond the end of the trust, for any purpose; assign, partition, divide, subdivide improve, insure, loan, reloan, invest and reinvest the Trust Estate or any part thereof in such manner and on such terms and conditions as TRUSTEE deems advisable. *In all such cases TRUSTEE shall have sole discretion respecting such transaction.* With respect to all such transactions TRUSTEE shall have no liability concerning them whatever, except for willful and wrongful misconduct.”
(Italics and underlining added for emphasis)

WHEREAS, the GRF Bylaws at Articles 2.1.4 and 2.1.6 state in part:

2.1.4 To engage in any business or activity now or hereafter permitted by law, the Articles of Incorporation of this Corporation, and these Bylaws, conditioned on the requirement that any business or activity involving:

- The creation of new Mutuals or Manors as part of or in addition to any of the existing Housing Corporations, i.e., United Laguna Hills Mutual, Third Laguna Hills Mutual, and Laguna Woods Mutual Fifty;
- The sale or lease of Golden Rain Foundation or Golden Rain Foundation Trust real estate and/or real estate improvements;
- The acquisition of real estate;
- The construction of additional facilities;
- The demolition and/or rebuilding of existing facilities;

will be presented to the Corporate Members for the purpose of informing the Corporate Members on the nature of the business or activity in which GRF desires to engage and to assess the Corporate Members’ respective opinions on the business or activity considered.”

2.1.6 “GRF shall obtain a majority vote from the Corporate Members (as defined in Paragraph 2.4.10) prior to engaging in any business or activity specified in the first three bulleted items of Paragraph 2.1.4...”

NOW THEREFORE BE IT RESOLVED, July 16, 2013, that the Board of Directors of this Corporation hereby approves, in concept, amending the Trust restricting GRF from:

- The creation of new Mutuals or Manors as part of or in addition to any of the existing Housing Corporations, i.e., United Laguna Woods Mutual, Third Laguna Hills Mutual, and Laguna Woods Mutual Fifty;
- The sale or lease of Golden Rain foundation or Golden Rain foundation Trust real estate and/or real estate improvements;

- The acquisition of real estate;

without the majority vote of the Corporate Members (directors of the Housing Mutuals, i.e. Third Laguna Hills Mutual, United Laguna Woods Mutual, and Laguna Woods Mutual No. Fifty); and

RESOLVED FURTHER, that the intent of this action is that the resulting Trust language will be consistent with the GRF Bylaws on the matter of property procurement or sale; 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.

RESOLUTION 03-13-77

WHEREAS, the Joint Task Force to Analyze the GRF Trust and Bylaws was tasked with resolving conflicts between the Trust and GRF Bylaws and between the Trust and practice; and

WHEREAS, the practice of GRF has been to provide services to the Housing Mutuals; and

WHEREAS, GRF Bylaws at Article 2 sets forth GRF's purposes to include:

2.1.1 to develop and maintain facilities and services for the community areas of Laguna Woods Village, Laguna Woods, exclusive of the common areas of the Mutuals, on a mutual basis for the use of the Mutual Members (other than Lessors), Qualifying Residents, Co-Occupants, Tenants, and their guests [Emphasis added]; and

2.1.2 to operate the community facilities to provide various community-wide service as an integral portion of Laguna Woods Village, Laguna Woods "Senior Citizens Housing Development" in conformance with Civil Code Section 51.3 of the Unruh Civil Rights Act."

NOW THEREFORE BE IT RESOLVED, July 16, 2013, that the Board of Directors of this Corporation hereby approves, in concept, amending the Trust, the GRF Bylaws, and GRF Articles of Incorporation to expressly authorize GRF to allow GRF-owned equipment to be used to provide the types of services that have historically been provided to the Mutuals; 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.

RESOLUTION 03-13-78

WHEREAS, the Joint Task Force to Analyze the GRF Trust and Bylaws was tasked with resolving conflicts between the Trust and GRF Bylaws and between the Trust and practice; and

WHEREAS, the practice of GRF has been to allow non-member use of GRF facilities; and

WHEREAS, the Trust Amendment, recorded October 13, 1971 states in part: "The extent of the services to be provided by GOLDEN RAIN, the rules and regulations with respect to the use of the improvements, the persons entitled to receive said services or to use said Improvements and the charges therefor shall be determined and established by the Board of Directors of GOLDEN RAIN in its sole discretion, provided that the furnishings of any medical services to or the use of any facilities by persons other than the Cooperatives or members of the Cooperatives shall be subject to prior written consent of the Cooperatives exercising two-thirds of the voting power of Golden Rain, as provided in the by-laws of Golden Rain."

NOW THEREFORE BE IT RESOLVED, July 16, 2013, that the Board of Directors of this Corporation hereby approves the concept of an amendment of allowing non-residents, as approved by the Golden Rain Foundation Board of Directors, use of the GRF facilities; and

RESOLVED FURTHER, that upon approval of this resolution, further approval will be presented to the Directors of the Housing Mutuals at a Corporate Members meeting to establish the required two-thirds vote in favor of allowing non-residents to use GRF facilities, after such vote is achieved, a resolution shall be adopted by the Corporate Members which will provide the required written consent to the Golden Rain Foundation to allow non-residents use of its facilities; 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.

RESOLUTION 03-13-79

WHEREAS, the Joint Task Force to Analyze the GRF Trust and Bylaws was tasked with resolving conflicts between the Trust and GRF Bylaws and between the Trust and practice; and

WHEREAS, the Task Force evaluated dissolving the Trust, restating the Trust, or extending out the termination date of the Trust; and

WHEREAS, the Trust states in part: "This Trust shall in all events terminate, if it has not earlier been terminated, 60 years from the date hereof or 21 years after the date of the death of the last to die of Mark L. Conroy, Jr., Westminster, California; Kevin Ross Letson, Villa Park, California; Allan Oakley Hunter, Jr., Fresno, California; Matthew Van Zandt Moyer, Orange, California; Jeffrey P. Tuck, Pasadena, California; and Pamela Jan Swart, Arlington Heights, Illinois"; and

NOW THEREFORE BE IT RESOLVED, July 16, 2013, that the Board of Directors of this Corporation hereby approves in concept an Amendment to the Trust that adds "This Trust shall continue, if it has not earlier been terminated, until March 2, 2074"; 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.

GRF Committee Reports

- No reports were made.

DIRECTORS' COMMENTS

Directors made their final comments.

ADDITIONAL MEMBER COMMENTS

No additional member comments were made.

The Board recessed at 12:41 P.M. and reconvened into Executive Session at 1:41 P.M.

Summary of Previous Closed Session Meetings per Civil Code Section §1363.05

During its June 18, 2013 Regular Executive Session Board Meeting, the Board reviewed and approved the May 21, 2013 Regular Executive Session minutes. The Board approved three delinquent assessment write-offs; heard two disciplinary hearings and imposed fines totaling \$800 for violations of the Mutual's rules and regulations; and discussed other member disciplinary, contractual and legal matters.

With no further business before the Board of Directors, the meeting was adjourned at 3:30 P.M.

Isabel Muennichow, Secretary

THIRD LAGUNA HILLS MUTUAL

SECTION 6 BLOCK WALLS

JANUARY 1989

REVISED MAY 1996, RESOLUTION M3-96-28

GENERAL REQUIREMENTS REVISED 2011, RESOLUTION 03-11-49

REVISED JULY 2013, RESOLUTION 03-13-73

1.0 GENERAL REQUIREMENTS

- 1.1 PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Permits and Inspections office with City permit number(s) prior to beginning work.
- 1.2 MEMBERS' RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including, but not limited to, the current edition of the National Electric Code (NEC).
- 1.4 WORK HOURS:** No work shall commence prior to 7:00a.m. and no work shall be permitted after 6:00p.m. Monday through Friday. Work on Saturday shall be permitted from 9:00a.m – 2:00p.m. for work which results in construction-related noise (e.g. cutting tile, hammering, use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00a.m. – 6:00p.m. No work whatsoever shall be permitted on Sunday.
- 1.5 PLANS:** The Member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.
- 1.6 DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's or Member's dumpsters, if required, must have location approved by the Permits and Inspections office.
- 1.7 CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.

- 1.8 CONTRACTOR'S CONDUCT:** Member's contractors, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.

2.0 APPLICATIONS

- 2.1** All walls shall be of slumpstone block 4x4x16, 4x6x16, or 6x6x16 slumpstone or block to match existing wall only may be used.
- 2.2** Block will be painted to match the color of the building. Excess mortar will be removed. Weepholes of the proper size and location shall be provided as needed.
- 2.3** No wall shall be over 5 feet in height or under 12 inches in height.
- 2.4** Walls may have decorative blocks (not on the cap providing they make up less than 1/3 of the total surface and meet with the Permits and Inspections office approval)
- 2.5** Wrought iron fencing may be installed as approved by the Permits and Inspections office.
- 2.6** Walls may be covered with stucco to match building or have brick caps. Openings for gates are permissible.
- 2.7** All walls built will be on or bordering the patio slab. If the patio slab may be extended, the block wall may be at those dimensions. Planting areas between the wall and slab are acceptable in those cases.
- 2.8** Walls existing may be lowered depending on their location as determined by the Permits and Inspections office.
- 2.9** Block walls with wrought iron fencing may be installed between the existing entry columns, and between an entry column and an adjacent wall, of single story manors. Common Area Agreements will be required when the Condominium Plan designates the location of the alteration as Mutual Common Area.

3.0 RECONSTRUCTED WALLS

- 3.1** A wall which is existing and is constructed of wood or wrought iron may be replaced with a block wall at the same height as the wall it is replacing.

4.0 PLANTER WALLS

- 4.1 Planter walls shall be defined as any masonry items set in concrete, held together with mortar, or more than one course in height, and shall be subject to the requirements set forth in the following sections.
- 4.2 Placement of planter walls will be adjacent to the building walls, walks, and patios. Planter walls shall be within 48" of such areas and will begin and end connected to the aforementioned construction items.
- 4.3 Planter walls shall be no higher than 12" as constructed along level surfaces. In areas where irregularities in the grounds exist, additional courses may add to the height of the wall to maintain a level running height.
- 4.4 A 4" concrete mowing strip shall be poured alongside the planter wall in all cases where grass abuts the wall. (4" minimum thickness is required.)
- 4.5 Planter walls shall not be built on the berm or crest of any bank or in yard areas that will create new planting areas not already designated as such.
- 4.6 In all cases, a drawing will be provided to the Permits and Inspections office for review and adjustments to meet the intent of this section.
- 4.7 Areas designated as planters around trees may have a planter wall depending on the type of tree existing due to its growth, root, and maintenance characteristics. In each case, the Landscape Division will be consulted concerning trunk coverage and dirt banking at the base of the tree to insure that it will not be damaged.
- 4.8 Applications for planters along building walls will be denied where the grade or dirt level will be increased up the footing to the stucco screed or bottom sill plate. The building code requirement of 6" clearance between plate and grade will be maintained.

5.0 SPRINKLER REVISIONS

- 5.1 Sprinklers will be revised only by the managing agent's landscape crews; the cost of such revisions shall be borne by the resident owner of that unit.
- 5.2 No sprinklers will be placed inside any patio area by the managing agent's landscape crews, and any systems added shall not be connected to the Mutual-owned system.

THIRD LAGUNA HILLS MUTUAL

SECTION 13 FENCES, WROUGHT IRON
FEBRUARY 1985

REVISED APRIL 1996, RESOLUTION M3-96-28
GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49
REVISED JULY 2013, RESOLUTION 03-13-74

1.0 GENERAL REQUIREMENTS

- 1.1 PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Permits and Inspections office with City permit number(s) prior to beginning work.
- 1.2 MEMBERS' RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including, but not limited to, the current edition of the National Electric Code (NEC).
- 1.4 WORK HOURS:** No work shall commence prior to 7:00a.m. and no work shall be permitted after 6:00p.m. Monday through Friday. Work on Saturday shall be permitted from 9:00a.m – 2:00p.m. for work which results in construction-related noise (e.g. cutting tile, hammering, use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00a.m. – 6:00p.m. No work whatsoever shall be permitted on Sunday.
- 1.5 PLANS:** The Member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.
- 1.6 DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's or Member's dumpsters, if required, must have location approved by the Permits and Inspections office.
- 1.7 CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.

- 1.8 CONTRACTOR'S CONDUCT:** Member's contractors, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.

2.0 APPLICATIONS

- 2.1** No fence shall be over 5'-0" in height, inclusive of wall and fence, nor under 12" in height.
- 2.2** All posts shall be attached to slab, wall, or set in concrete. No posts shall have contact with any soil.
- 2.3** All posts and related pieces shall be of common square, rectangular, and flat stock. No round bar.
- 2.4** Attachments to buildings shall be lags or metal shots only, predrilled and sealant applied.
- 2.5** Wrought iron fencing may be installed as approved as part of a block wall. See Specifications for block walls.
- 2.6** Openings for gates are permissible.
- 2.7** Block walls with wrought iron fencing may be installed between the existing entry columns, and between an entry column and an adjacent wall, of single story manors. Common Area Agreements will be required when the Condominium Plan designates the location of the alteration as Mutual Common Area.
- 2.8** All wrought iron shall be painted in accordance with the Mutual's painting policy.
- 2.9** Removal of decorative wrought iron over windows and security bars over windows is permitted.

3.0 SPRINKLER REVISIONS

- 3.1** Sprinklers will be revised only by the managing agent's landscape crews, and the cost of such revisions shall be at the expense of the resident owner of that unit.
- 3.2** No sprinklers will be placed inside any patio area by the managing agent's landscape crews, and any sprinkler systems added shall not be connected to the Mutually-owned system.