

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

**August 19, 2014**

The Regular Meeting of the Third Laguna Hills Mutual Board of Directors, a California non-profit mutual benefit corporation, was held on Tuesday, August 19, 2014 at 9:30 A.M. at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Mike Straziuso, Kathryn Freshley, Ray Gros, Judith Troutman, Beth Perak, Bert Moldow, John Luebbe, Wei-Ming Tao, Hank Gioia, Rosemarie di Lorenzo Dickins

Directors Absent: Won Chang

Staff Present: Cris Robinson, Kim Taylor, Marcel Bradley  
Executive Session: Cris Robinson, Kim Taylor, Pamela Bashline, Luis Rosas, Cindy Grace, Tim Huval

Others Present: Kelly Richardson, Esq.

**CALL TO ORDER**

Mike Straziuso President of the Corporation, chaired and opened the meeting, and stated that it was a Regular Meeting held pursuant to notice duly given. A quorum was established, and the meeting was called to order at 9:30 A.M.

**PLEDGE OF ALLEGIANCE**

Director Judith Troutman led the Membership in the Pledge of Allegiance.

**ACKNOWLEDGEMENT OF MEDIA**

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

**APPROVAL OF AGENDA**

Without objection, the agenda was approved as amended by removing 12(a) Discuss and Consider El Toro Water District's On-Site Conversion Entry License Agreement and moving the agenda item to Closed Session.

**CHAIR'S REMARKS**

President Straziuso spoke on various items concerning Third Mutual.

**APPROVAL OF THE MINUTES**

Without objection, the minutes of the July 15, 2014 regular meeting was approved as written.

Without objection, the minutes of the July 29, 2014 special meeting was approved as written.

**CONSENT CALENDAR**

Without objection, the Board approved the Consent Calendar as written and the Board took the following actions:

Maintenance & Construction Committee Recommendations:

- |        |  |
|--------|--|
| 3256-B | Approve request to construct a front entry and bathroom addition, with contingencies                               |
| 3422-C | Approve request for a rear patio extension with enclosure, with contingencies                                      |
| 3423-A | Approve request for rear patio extension with enclosure and cover, with contingencies                              |
| 3426-C | Approve request for a rear patio extension, with contingencies   |
| 4021-B | Approve request for a rear patio extension, with contingencies   |
| 5036   | Approve request to extend the master bedroom and to perform window alterations, with contingencies                 |
| 5120   | Approve request for gutter installation at Member expense  |
| 5120   | Approve request for a room addition, with contingencies  |
| 5152   | Approve request to extend the entry, extend bedroom 2, and to resize the breakfast nook window, with contingencies |
| 5215   | Approve request for a rear patio extension, with contingencies   |
| 5232   | Approve request for a rear patio extension, garden walls and a walkway revision, with contingencies                |
| 5249   | Approve request to perform a roof alteration, with contingencies   |
| 5252   | Approve request for a courtyard entry alteration and a front porch roof revision, with contingencies               |
| 5480-A | Deny request to retain the wrought iron fence in Common Area   |

Landscape Committee Recommendations:

None

Finance Committee Recommendations:

**RESOLUTION 03-14-83**

**Recording of a Lien**

**WHEREAS**, Member ID 931-591-35 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**, August 19, 2014, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-591-35; 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 03-14-84**

**Recording of a Lien**

**WHEREAS**, Member ID 932-311-31 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**, August 19, 2014, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-311-31; 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 03-14-85**

**Recording of a Lien**

**WHEREAS**, Member ID 932-390-26 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**, August 19, 2014, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-390-26; 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 03-14-86**

#### **Filing of Separate Small Claims Court Cases**

**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**, August 19, 2014, that the Board of Directors hereby approves the filing of separate Small Claims Court cases for: Member ID 931-530-29, Member ID 932-120-63, Member ID 932-950-67 and Member ID 935-090-51; 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**

In Mr. Storage's absence Ms. Cris Robinson updated the membership on Third Mutual projects and ongoing GRF projects within the Community.

#### **MEMBER COMMENTS**

Third Mutual Members were given the opportunity to speak to any issues not on the agenda.

#### **DIRECTORS' RESPONSES TO MEMBER COMMENTS**

The Directors briefly responded to Member Comments.

#### **UNFINISHED BUSINESS**

Director Troutman read a proposed resolution approving Alteration Standard Section 44 Electric Vehicle Charging Stations, which was postponed in June to satisfy the 30-day notification requirement. Director Troutman moved to approve the resolution. Director Gros seconded the motion and discussion ensued.

Director Moldow moved to table the resolution for further discussion. Director Di Lorenzo Dickins seconded the motion.

By a vote of 0-9-0 the motion failed.

Director Moldow moved to postpone the resolution for further discussion at the next Maintenance & Construction Committee meeting. Director Di Lorenzo Dickins seconded the motion.

By a vote of 7-3-0 the motion carried.

**RESOLUTION 03-14-XX**

**Alteration Standard Section 44 Electric Vehicle Charging Stations**

**WHEREAS**, the Energy Committee and the Maintenance & Construction Committee of this Corporation recognizes the need to develop an Alteration standard for charging of electric vehicles;

**WHEREAS**, adoption of this standard will comply with the state's policy to promote, encourage, and remove obstacles to the use of electric charging stations, and would also comply the Davis Stirling Act, Civil Code §4745;

**NOW THEREFORE BE IT RESOLVED**, August 19, 2014, that Section 44 Electric Vehicle Charging Stations of the Mutual Alteration Standards is hereby adopted as attached to the official minutes of this meeting; 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 Troutman read a proposed resolution approving revisions to the GRF Committee appointments. Director Troutman moved to approve the resolution. Director Perak seconded the motion and discussion ensued.

By a vote of 9-0-0, the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION 03-14-87**

**GRF Committee Appointments**

**RESOLVED**, August 19, 2014, that in compliance with Article 7, Section 7.3 of the Golden Rain Foundation Bylaws, adopted July 2012, the following persons are hereby appointed to serve on the committees of the Golden Rain Foundation:

**Business Planning Committee**

Mike Straziuso  
Hank Gioia

**Clubhouse 2 Renovation Ad Hoc Committee**

~~Hank Gioia~~  
**John Luebbe**  
Judith Troutman

**Energy Committee**

Judith Troutman  
Wei-Ming Tao

**Community Activities Committee**

Beth Perak  
Rosemarie di Lorenzo Dickins

**Finance Committee**

Hank Gioia  
Wei-Ming Tao

**Landscape Committee**

Rosemarie di Lorenzo Dickins  
Bert Moldow

**Maintenance and Construction Committee**

Kathryn Freshley  
Bert Moldow

**Media and Communication Committee**

Kathryn Freshley  
Beth Perak

**Mobility and Vehicles Committee**

Mike Straziuso  
Ray Gros

**Security and Community Access Committee**

Ray Gros  
Bert Moldow

***John Luebbe***

**RESOLVED FURTHER**, that Resolution 03-14-76, adopted July 15, 2014, is hereby superseded and canceled.

Director Troutman read a proposed resolution approving revisions to the Mutual Committee appointments. Director Troutman moved to approve the resolution. Director Gros seconded the motion and discussion ensued.

By a vote of 9-0-0, the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION 03-14-88**

**Mutual Committee Appointments**

**RESOLVED**, August 19, 2014, that the following persons are hereby appointed to serve on the committees and services of this Corporation; and

**RESOLVED FURTHER**, that each committee chair in consultation with the vice chair may appoint additional members and advisors with interim approval by the President subject to the approval of the Board of Directors:

**Board Operating Rules Committee**

Mike Straziuso, Chair  
Ray Gros  
Judith Troutman  
Beth Perak

**Communications Committee**

Beth Perak, Chair  
Ray Gros  
Won Chang  
Bert Moldow  
Non-Voting Advisor: Joan Milliman

**Energy Committee**

Bert Moldow, Chair  
Judith Troutman  
Kathryn Freshley  
~~Wei-Ming Tao~~  
**John Luebbe**  
Non-Voting Advisors: ~~Doug Reek~~, Bill Walsh

**Finance (Committee of the Whole)**

Hank Gioia, Chair  
Wei-Ming Tao, Vice Chair  
Non-Voting Advisors: Joan Milliman, Mary Robertson

**Garden Villa Recreation Room Subcommittee**

Rosemarie di Lorenzo Dickins, Chair  
Won Chang  
Mike Straziuso  
Non-Voting Advisors: Shari Horne, Harry Curtis, Lynn Jarrett, Marian Dailey

**Landscape (Committee of the Whole)**

Rosemarie di Lorenzo Dickins, Chair

Kathryn Freshley, Vice Chair  
Non-Voting Advisors: Barbara Marsh, John Dudley

**Maintenance and Construction (Committee of the Whole)**

Kathryn Freshley, Chair  
Bert Moldow, Vice Chair  
Non-Voting Advisors: Sy Wellikson, Bill Walsh

**Meet and Confer**

Mike Straziuso, Chair  
Ray Gros  
Kathryn Freshley

**New Resident Orientation**

Per Rotation List

**Paint Color Subcommittee**

~~Beth Perak~~  
Wei-Ming Tao  
***Rosemarie di Lorenzo Dickins***  
***John Luebbe***  
Non-Voting Advisor: Rose Weiss

**Resident Problem Resolution Services**

Mike Straziuso  
Beth Perak  
Ray Gros

**Revitalization Committee**

Won Chang, Chair  
Kathryn Freshley  
Beth Perak  
Wei-Ming Tao  
Judith Troutman  
Bert Moldow  
Non-Voting Advisors: Bob Hatch, Barbara Marsh

**Standards Subcommittee**

Hank Gioia, Chair  
Ray Gros  
Rosemarie di Lorenzo Dickins  
Kathryn Freshley  
Non-Voting Advisor: Denny Welch

**Traffic Hearing (quarterly)**

Hank Gioia, Chair  
Bert Moldow  
Ray Gros

**Laguna Canyon Foundation**

Ray Gros

**Joint Task Force to Analyze GRF Trust and Bylaws**

Judith Troutman  
Beth Perak

**RESOLVED FURTHER**, that Resolution 03-14-77, adopted July 15, 2014 is hereby superseded and canceled.

**NEW BUSINESS**

No New Business came before the Board.

**COMMITTEE REPORTS**

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

Director di Lorenzo Dickins reported from the Landscape Committee.

Director Troutman moved to approve the installation of a concrete sidewalk at Building 2404, in order to access neighboring Clubhouse 4. Director Gros seconded the motion.

By a vote of 9-0-0 the motion carried.

Director Freshley reported from the Maintenance and Construction Committee.

Director Troutman read a proposed resolution approving revisions to the Mutual Alteration Standards with regard to Section 41 Solar Panels, 1 Story Buildings:

**RESOLUTION 03-14-XX**

**Alteration Standard Section 41 Solar Panels, 1 Story Buildings**

**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 amend a portion of the Mutual Alteration Standards with regard to Section 41 Solar Panels, 1 Story Buildings;

**NOW THEREFORE BE IT RESOLVED**, October 21, 2014, that Mutual Alteration Standard Section 41 Solar Panels, 1 Story Buildings is hereby amended as attached to the official minutes of this meeting; and

**RESOLVED FURTHER**, that Resolution 03-08-09, adopted January 15, 2008 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 this resolution as written.

Director Troutman moved to approve the resolution. Director Freshley seconded the motion and discussion ensued.

Director Freshley moved to postpone the resolution to consider both Solar Panels, 1 Story Buildings and Solar Panels, 2 Story Buildings at one time. Director Luebbe seconded the motion.

By a vote of 9-0-0 the motion carried.

Director Troutman read a proposed resolution approving a policy for Plants and Limited Common Area Walls:

### **RESOLUTION 03-14-XX**

#### **Plants and Limited Common Area Walls Policy**

**WHEREAS**, Mutual members have installed vines and plants that impede maintenance access to walls surrounding exclusive use patio areas; and

**WHEREAS**, the Mutual notifies Mutual members of the need to remove the plantings to facilitate maintenance of wood, stucco, and block walls in conjunction with various Maintenance programs; and

**WHEREAS**, the Mutual desires to establish a policy whereby Mutual members can be permitted to retain vines and plants only on block walls surrounding exclusive use patios, and not wood and stucco walls, with the condition the requesting Mutual members be responsible for all future maintenance and repairs of block walls necessitated by the plant/vine retention;

**NOW THEREFORE BE IT RESOLVED**, October 21, 2014, the Board of Directors of this Corporation hereby adopts a policy for Plants and Limited Common Area Walls (as attached to the official meeting minutes); and

**RESOLVED FURTHER**, the requesting Mutual member must sign and record an Agreement Regarding Permitted Maintenance of Exterior Ivy which assigns responsibility for the maintenance and/or repair of the subject walls to the member and to any subsequent member of the subject manor; 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 Troutman moved to approve the resolution. Director Gros seconded the motion and discussion ensued.

Without objection, the Board postponed the resolution to the October meeting to satisfy the 30-day notification requirement.

Director Troutman read a resolution approving Mutual Assuming Responsibility for Future Maintenance and Repair of the Exterior of the Builder-installed Optional Family Rooms. Director Troutman moved to approve the resolution. Director Freshley seconded the motion and discussion ensued.

By a vote of 9-0-0, the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION 03-14-89**

**Builder Installed Options**

**WHEREAS**, the Mutual has historically treated builder-installed, optional family room additions as alterations for which the Member is responsible to maintain and repair;

**WHEREAS**, Staff has identified several plan types that offered an optional family room to be built at the time the manor was originally constructed; and

**WHEREAS**, 83 manors were recorded with the County as having selected a builder-installed optional family room and their manor numbers are included on the associated condo plan; and

**NOW THEREFORE BE IT RESOLVED**, August 19, 2014, the Board of Directors of this Corporation hereby assumes responsibility for future maintenance and repair of the exterior of the 83, builder-installed optional family rooms as identified on the associated condominium plan; 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 Moldow reported from the Energy Committee.

Director Troutman read a resolution approving revisions to the Energy Committee Charter. Director Troutman moved to approve the resolution. Director Moldow seconded the motion and discussion ensued.

Director Freshley moved to amend the Charter to remove items 11, 12, and 13. Director Gioia seconded the motion.

Director Troutman moved to substitute 'remove' items 11, 12, and 13 to, 'refer' items 11, 12, and 13 to Mr. Kelly Richardson for review. Director Gros seconded the motion.

By a vote of 9-0-0 the motion carried.

### **RESOLUTION 03-14-XX**

#### **Third Laguna Hills Mutual Energy Committee Charter**

**NOW THEREFORE IT BE RESOLVED**, August 19, 2014, the Board of Directors of the Third Mutual of Laguna Woods hereby assigns the duties and responsibilities of this Committee, as follows:

1. Recommend to the Board for their approval all actions that will result in energy savings for Third Mutual residents and an improved environment for the community.
2. Review monthly mutual energy statements and other reports affecting the energy usage of this corporation. Review anomalous deviations and identify causes of the same and, where undesirable, recommend corrective action. Request development of tools by Staff to facilitate this action.
3. Work closely with Staff and review all devices or systems that either generate, control or consume electricity within Third Mutual. Identify alternatives that would be beneficial to the mutual taking into consideration factors as efficiency, reliability, sustainability, installation, cost, return on investment, carbon foot print, human factors, and operability. Propose priorities of actions.
4. Seek out financial energy incentive programs applicable to the Mutual.

5. Maintain communications with the other Laguna Woods corporate energy committees and exchange information pertinent to each committee.
6. Work with the Third Mutual's Communications Committee to make mutual residents aware of actions they can take to reduce their own energy costs and aid the environment.
7. In conjunction with Staff make monthly progress reports to the Mutual's M&C on investigation results, resident actions and comments and committee approved projects.
8. To avoid misunderstandings due to lack of familiarity with technology and products the committee shall arrange seminars and invite speakers from vendors, universities, trade groups or consultants and establish a blog site to provide information and answer questions.
9. Suggest action the Board should take with respect to the California Public Utility Commission or legislature regarding proposed tariff changes or bills affecting the Mutual.
10. Work with the Mutuals residents and their installers to identify policy changes that can facilitate residents' actions to reduce energy costs.
- 11. To assure that all requests for proposals pertaining to energy considerations fulfill the committees' requirements Staff shall make them available to committee members for review and possible modification before going to Purchasing.**
- 12. Purchasing shall provide to the committee the bidders list and qualifications for selection of same for review. The committee shall at its option validate the bidders. This shall include contacting other vendor installations and talking to customers to determine satisfaction and compliance with the customer's requirements.**
- 13. The committee shall review the vendor proposals, and jointly, with Staff arrive at a recommendation to be forwarded to the Third Mutual Board for their approval.**

**RESOLVED FURTHER**, that Resolution 03-14-15, adopted February 18, 2014 is hereby superseded and canceled.

Director Troutman moved to direct that the unspent funds from the \$5000 allocation for an LED pilot be used to expand the LED lighting pilot already begun at Building 2389, to facilitate better review of the pilot and work toward the goal of creating a model for all Garden Villa style buildings. Director Gros seconded the motion.

Director Troutman moved to withdraw the motion. By a vote of 9-0-0 the motion carried and the motion was withdrawn.

Director Moldow moved to authorize \$244,000 to convert all the common area lighting for all 81 three story buildings. Director Troutman seconded the motion.

Director Troutman moved to substitute '\$244,000' to '\$144,000'. Director Luebbe seconded the motion.

By a vote of 2-4-3 the motion to substitute failed.

Mr. Bradley entered the meeting at 12:20 PM.

Mr. Bradley answered questions from the Board.

Director Freshley moved to postpone the motion until the Committee has had the opportunity to review the data from staff. Director Gioia seconded the motion.

By a vote of 6-3-0 the motion carried.

Mr. Bradley left the meeting at 12:35 PM.

President Straziuso reported from Resident Problem Resolution Services.

Director Gros reported from the Traffic Rules and Regulations Ad-hoc Committee.

Director Perak reported from the Communications Committee.

Director Gros reported on the Laguna Canyon Foundation.

#### **GRF COMMITTEE HIGHLIGHTS**

GRF Committee highlights were given.

#### **DIRECTORS' COMMENTS**

The Directors made their final comments.

#### **ADDITIONAL MEMBER COMMENTS**

No additional Member Comments were made.

The Board recessed at 12:45 P.M. and reconvened into Executive Session at 1:30 P.M.

**Summary of Previous Closed Session Meetings per Civil Code Section §4935**

During its July 19, 2014 Regular Executive Session Board Meeting, the Board amended and approved the May 20, 2014 Regular Executive Session minutes. The Board heard two disciplinary hearings and imposed \$650 fines for violations of the Mutual's rules and regulations; approved one Chargeable Services write-off; approved one recording of Notices for Default; approved three assessment debt write-offs; held six Damage Restoration Hearings; discussed other member disciplinary matters; discussed contractual issues; and discussed potential litigation matters.

With no further business before the Board of Directors, the meeting was adjourned at 4:05 PM.

---

Judith Troutman, Secretary

## Third Laguna Hills Mutual

### Section 44 Electric Vehicle Charging Stations

ADOPTED AUGUST 2014, RESOLUTION 03-14-XXX

#### 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 contractor's, 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 ELECTRICAL POWER SOURCE**

- 2.1.** Detailed site specific plans, wet stamped and signed by a California Licensed Electrical Engineer, showing electrical power source connection location, Electric Vehicle Charging Station location and routing of conduit must be submitted to the Permits and Inspections office for approval.
- 2.2.** The use of the Mutual's main electrical service panel to a multi-unit building to accommodate the installation of electric vehicle Charging Station is strictly prohibited.
- 2.3.** The use of Laundry Room, Carport, Recreation Room, and any other Mutual electrical circuits serving common area to accommodate the installation of electric vehicle Charging Station is strictly prohibited.
- 2.4.** A written approval from Southern California Edison for the electrical power source connection to Edison equipment must be submitted to the Permits and Inspections office.
- 2.5.** The Mutual Member is responsible for all costs associated with the installation of a new meter and payment for electrical service.
- 2.6** The Mutual Member is required to use a California Licensed and Certified Electrical Contractor for the installation of the Electric Vehicle Charging Station.

## **3.0 LOCATION**

- 3.1** The location of the Electric Vehicle Charging Station is restricted to the Mutual Member's parking space or garage.
- 3.2** The location of new meters is restricted to the Mutual Member's

parking space or as approved by Southern California Edison and the Permits and Inspections Department.

- 3.3** If the proposed Electric Vehicle Charging Station, and or any electrical conduit and any other equipment, including the electric meter is approved to be located on Common Area, the Mutual Member will be required to record a Common Area Use Agreement.
- 3.4** The Electrical Vehicle Charging Station shall be installed in accordance with manufacturer's guidelines and shall be suitable for the environment (indoor/outdoor) where it is to be located.
- 3.5** Adequate barriers must be installed to protect the Electrical Vehicle Charging Station.
- 3.6** If the installation is in an area subject to flooding, the Electric Vehicle Charging Station shall be elevated or designed accordingly.

#### **4.0 CONDUIT ROUTING**

- 4.1** The Mutual Member and/or their contractor is responsible to notify Dig Alert (dial 8-1-1) 48 hours prior to excavation to identify all underground utility locations and is responsible for the subsequent coordination with any utility companies.
- 4.2** The Mutual Member is responsible to notify the Landscape Department through the Property Service desk a minimum of 10 days prior to excavation. Work related to removal and/or re-routing of Mutual landscaping and irrigation lines may be performed by the Mutual at the Member's expense.
- 4.3** Any revision to Mutual plumbing lines requires written authorization from the Permits and Inspections department prior to the commencement of work. Some work may be required to be performed by the Mutual at the Member's expense.
- 4.4** The Mutual Member is responsible for all costs associated with trenching, concrete or asphalt cutting to accommodate conduit runs.

#### **5.0 INSURANCE**

- 5.1** For installations in locations other than a private garage, the

Mutual Member will be required to maintain liability insurance coverage of at least \$1,000,000 for the Electric Vehicle Charging Station that names Third Laguna Hills Mutual as an additional insured.

**Plants and Limited Common Area Walls Policy**

1. Members are permitted to plant, install, and or retain plants that are abutting or attached only to block walls located around exclusive use patios with the condition the member accepts responsibility for the maintenance and repair of the subject wall(s) by signing and submitting an “Agreement Regarding Permitted Maintenance of Exterior Ivy.”
2. The “Agreement Regarding Permitted Maintenance of Exterior Ivy” must be submitted 30 days prior to planting and/or installing plants that will abut or be attached to block walls located around exclusive use patios.
3. For plants that abut or are attached to block walls around exclusive use patios that have been requested removed by the Mutual that members want to retain, the ““Agreement Regarding Permitted Maintenance of Exterior Ivy” must be submitted within 30 days of the removal request.
4. Plants requested removed by the Mutual for which no “Agreement Regarding Permitted Maintenance of Exterior Ivy” has been submitted within 30 days must be removed by the Member at the Member’s expense prior to any work being commenced by the Mutual.
5. Plants requested removed by the Mutual for which no “Agreement Regarding Permitted Maintenance of Exterior Ivy” has been submitted for which the Member has also not removed, will be removed by the Mutual, and all associated costs to remove the plants and perform repairs will be billed to the member, including but not limited to performing scheduled maintenance such as paint.
6. Repairs to walls damaged by plants are the responsibility of the member. The Mutual may repair damaged walls and bill the member for the work performed in accordance with the Mutual governing documents.
7. Members may install personal plants, at their expense, at a minimum of 18” distance from limited common area walls without submitting an “Agreement Regarding Permitted Maintenance of Exterior Ivy.”

8. Members may install vines, at their expense, on a free-standing trellis located at a minimum of 18" distance from the limited common area wall without submitting a "Agreement Regarding Permitted Maintenance of Exterior Ivy."