



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

**April 17, 2018**

The Regular Meeting of the Third Laguna Hills Mutual Board of Directors, a California non-profit mutual benefit corporation, was held on Tuesday, April 17, 2018, at 9:30 a.m., at 24351 El Toro Road, Laguna Woods, California

Directors Present: Rosemarie diLorenzo, Bill Walsh, James Tung, Burt Baum, Steve Parsons, Roy Bruninghaus, Bunny Carpenter, John Frankel, and Jules Zalon

Directors Absent: None

Staff Present: Siobhan Foster, Eileen Paulin, Kurt Wiemann and Cheryl Silva

Others Present: Marcy Sheinwold (VMS)

**1. CALL TO ORDER**

Rosemarie diLorenzo, 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.

**2. PLEDGE OF ALLEGIANCE**

Director Baum led the Membership in the Pledge of Allegiance.

**3. ACKNOWLEDGEMENT OF MEDIA**

The Globe and the Village Television Crew, by way of remote cameras, were acknowledged as present.

**4. APPROVAL OF AGENDA**

Director Frankel made a motion to approve the agenda. Director Bruninghaus seconded the motion and it passed by unanimous consent.

**5. APPROVAL OF THE MINUTES**

a. March 20, 2018 -- Regular Open Session

b. March 23, 2018 -- Special Open Meeting

Director Baum made a motion, seconded by Director Frankel to approve the minutes of March 20, 2018 and March 23, 2018. The motion to approve the minutes as presented passed by unanimous consent.

## **6. REPORT OF THE CHAIR**

President diLorenzo announced there are two vacancies on the Third Board because Director Moldow was elected to the GRF Board of Directors and Director Caine resigned for personal reasons. Candidates can get an application from Catherine Laster. The deadline to submit applications is Friday, May 4, 2018 at noon. There will be a special meeting to appoint two board members on Tuesday, May 8, 2018.

## **7. OPEN FORUM**

Several Members spoke about the following:

- Benefits of Laguna Woods Foundations
- Garden Villa Association thanked Bert Moldow for his help
- The cost of using Laundry Rooms
- Updates of the west Aliso Creek walk near Gate 11
- Breezeway renovations
- Tree removal request
- Lease Policy

## **8. RESPONSES TO OPEN FORUM SPEAKERS**

Several Directors responded to Member comments.

## **9. UPDATE FROM VMS**

Director Sheinwold, VMS Director, reported from the VMS Board. The Board meets bi-weekly. At the last meeting, Chris Spahr presented a department update from the Resident Services Department.

## **10. REPORT OF THE CEO**

Siobhan Foster, Chief Operating Officer, reported on the following:

- Pool 4 has reopened after maintenance
- Prior to Paint Program (PTP): 2018 work 60% complete
- Exterior Paint Program: 2018 work 33% complete
- Waste line remediation continues; 71 buildings completed to date, 33 buildings invoiced, 98 buildings will be completed this year
- South County Senior Summit held on Friday, April 27<sup>th</sup>
- Modernization of the Gatehouses 4, 10, 11 and 12 approved at GRF Maintenance & Construction Committee
- Paddle Tennis/Pickleball renovations contract approved at GRF M&C Committee
- Resident Services queuing system will begin in May
- Resident portal will begin on May 1<sup>st</sup> to allow residents to pay their assessments and chargeable services online, via credit card

- Whole Home DVR pilot program installations underway
- Digital Broadband improvements continue; by the end of the year we will be fully digital

#### **11. CONSENT CALENDAR**

Director Baum requested to remove 11a(1). Variance Request (5098) from the Consent Calendar.

Director Tung requested to remove 11b(2). Deny Tree Removal at 3420-3E Calle Azul (Claude) – Southern Magnolia from the Consent Calendar.

Director diLorenzo requested to remove 11e. Third and GRF Committee Assignments from the Consent Calendar and discussed under Unfinished Business as 12c.

#### **11a. Architectural Control and Standards Committee Recommendations:**

(1) Recommendation to approve 5098 (Villa Paraisa, C13C\_1) Room Addition on Private Garden and Roof over Entry and Removal of Soffits and Ceilings.

This item was removed from the Consent Calendar and discussed under Unfinished Business as 12a.

#### **11b. Landscape Committee Recommendations:**

(1) Approve Tree Removal at 2169-H (Hicks) - Leyland Cypress

#### **RESOLUTION 03-18-47** **Tree Removal Approval**

**WHEREAS**, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149 tree removal guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

**WHEREAS**, on April 5, 2018, the Landscape Committee recommended to approve the request to remove the tree located at 2169-H Via Puerta at owner's cost; and

**NOW THEREFORE BE IT RESOLVED**, April 17, 2018, the Board of Directors approved a request for the removal of one Leyland cypress tree at owner's cost;

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

(2) Deny Tree Removal at 3420-3E Calle Azul (Claude) – Southern Magnolia  
This item was removed from the Consent Calendar and discussed under Unfinished Business as 12b.

(3) Approve Tree Removal and Non-Standard Landscape Design at 5152 Avenida Despacio (Kreter)

**RESOLUTION 03-18-48**

**Tree Removal and Non-Standard Landscape Design Approval**

**WHEREAS**, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149 tree removal guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

**WHEREAS**, on April 5, 2018, the Landscape Committee recommended to approve the request to remove the tree and approve the design and installation of a non-standard, drought tolerant landscape in the common area immediately adjacent to 5152 Avenida Despacio at owner's cost; and

**NOW THEREFORE BE IT RESOLVED**, April 17, 2018, the Board of Directors approved a request for the removal of one carrotwood tree and approved the design and installation of a non-standard, drought tolerant landscape, with the elimination of lemon tree as an optional tree and a

requirement that the white rock specified for ground cover be substituted with a similar aggregate with a more natural color at owner's cost;

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

(4) Deny Tree Removal at 5435 Via Carrizo (Chang) - Jacarada

**RESOLUTION 03-18-49**  
**Tree Removal Denial**

**WHEREAS**, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149 tree removal guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

**WHEREAS**, on April 5, 2018, the Landscape Committee recommended to deny the request to remove the tree located at 5435 Via Carrizo; and

**NOW THEREFORE BE IT RESOLVED**, April 17, 2018, the Board of Directors denied a request for the removal of one jacaranda tree;

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

**11c. Finance Committee Recommendations:**

(1) Approve Resolution to Record Lien against Member's ID; 931-681-71

**RESOLUTION 03-18-50**  
**Recording of a Lien**

April 17, 2018

**WHEREAS**, Member ID 931-681-71; 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**, April 17, 2018, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-681-71 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.

(2) Approval of Resolution to File a Small Claims court against Member's ID; 931-681-71

**RESOLUTION 03-18-51**  
**Filing of Separate Small Claims Court Case**

**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**, April 17, 2018, that the Board of Directors hereby approves the filing of a separate Small Claims Court case for Member ID 931-681-71 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.

**11d. Approve the 2018 Election Dates for Martin & Chapman**

**11e. Approve Updated Third and GRF Committee Assignments**

This item was removed from the Consent Calendar and discussed under Unfinished Business.

Director Walsh made a motion to approve the Consent Calendar as amended. The motion was seconded by Director Baum and the motion passed by unanimous consent.

## 12. Unfinished Business

Items removed from the Consent Calendar:

### 12a. Architectural Control and Standards Committee Recommendations:

- (1) Recommendation to approve 5098 (Villa Paraisa, C13C\_1) Room Addition on Private Garden and Roof over Entry and Removal of Soffits and Ceilings.

### **RESOLUTION 03-18-52** **Variance Request**

**WHEREAS**, Mr. Edward Frazier of 5098 Avenida Del Sol, a Villa Paraisa style unit, is requesting Board approval of a variance to construct a room addition on half of the existing footprint of a private garden area; and

**WHEREAS**, a Neighborhood Awareness Notice was sent to Owners of affected Units on March 7, 2018, notifying them that an application to make an alteration to a neighboring Unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on March 26, 2018; and

**NOW THEREFORE BE IT RESOLVED**, on April 17, 2018, the Board of Directors hereby approves the request for the variance to construct a room addition on the same footprint as the existing enclosed rear patio, to the requesting member with the condition that the proposed alteration is constructed in accordance with the following criteria:

1. No improvement shall be installed, constructed, modified or altered at Manor **5098**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Manor Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Manor Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Member Owner or Owners ("Member Owner") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval. A Variance for Manor Alterations has been granted at **5098** for a **Room Addition and Roof over Entry**, subject to the attached plans stamped approved and is subject to the final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or severe fines to the Member. Prior to the issuance of a Mutual Consent for Manor Alterations, a complete set of unit specific plans prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division

office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member Owner at 5098 and all future Mutual members at 5098. Member Owner(s) of the Property must sign and submit to the Mutual, c/o VMS, Inc., at the Division office located in the Laguna Woods Village Community Center, an executed and notarized "Recordable Common Area Agreement" for a proposed improvement that would utilize any portion of the Mutual's Common Area. Prior to the issuance of a Mutual Consent for Manor Alterations, that "Recordable Common Area Agreement" must be filed with the Orange County Clerk/Recorder. A City of Laguna Woods permit is required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a Mutual Consent for Manor Alterations, the appropriate City of Laguna Woods permit number(s) must be submitted to the Division office located in the Laguna Woods Village Community Center. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks. Prior to the Issuance of a Mutual Consent for Manor Alterations, **the Member Owner must have conducted an inspection of the waste lines, by a VMS Plumber, to assure no repairs are needed.** The inspection will be a chargeable service to the Member Owner. Inspection appointments are to be made with Resident Services, by authorized persons only. Findings from the video inspection will be recorded on the chargeable service ticket for Manor Alterations staff to review. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible contractors' or other invitees' vehicles should be limited in number. Prior to the issuance of a Mutual Consent for Manor Alterations, if required, a Mutual Roof Alteration Notification ("Tie-In Form") must be submitted to the Division. All roof tie-ins must be performed by a C-39 Licensed Contractor. The Member Owner may hire a C-39 Licensed Contractor of his/her own choice to perform roof tie-ins for the installation of solar panels on all roof types except PVC Cool Roofs. For PVC Cool Roofs, regardless of the roof type, all tie-ins must be performed by the Mutual's roofing contractor at the Member Owner's expense. All tie-ins may only be made to sound structural elements. Existing structural elements proposed to be tied to, which exhibit signs of dry rot or other structural defects, must first be replaced or repaired at the Member Owner's expense during construction of the improvement. Prior to the issuance of a Mutual Consent for Manor Alterations, any altered exterior surface should match the Building color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or white; the approved colors and materials are identified as "Third Laguna Hill Mutual Color Selections" at Resident Services, located at the Community Center first floor. Member Owner shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking



violations, maintenance of a clean job site at all times, and use of Mutual property for storage of equipment or materials without prior approval. Member Owner acknowledges and agrees that all such persons are his/her invitees. Member Owner shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations. Member Owner hereby consents to and grants to the Mutual and the Division, and their representatives, a right of entry upon the Property at any time to be used to inspect the Property and the improvements thereon and for the Mutual and the Division, and their representatives and contractors to remedy any violation upon the Property, including, but not limited to, removing trash, removing any improvement installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval. Member Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment, traffic or other charge levied in connection therewith. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com/residents/resident-services> and click on documents and Business Pass Application Instructions) in place to admit contractors and other invites. Member Owner's contractors and other invitees shall have business signage on vehicles and travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property. Prior to the Issuance of a Mutual Consent for Unit Alterations, the Member shall post a Conformance Deposit in the amount of \$250 for all improvements exceeding a total of \$500. The Conformance Deposit will be held until Final City Building Permit Issuance if required, to assure no damages to Mutual property occurs during construction, including, but not limited to, internet/TV, landscaping, or exterior walls/roof. The Conformance Deposit shall be held by the Mutual and applied, at the Mutual's sole discretion, to any fine levied against the Member Owner or the Property, to cover and/or recoup any costs whatsoever, including, but not be limited to, administrative and legal costs, incurred by the Mutual or VMS, Inc., in connection with the Property, or to any unpaid charges or assessments on the Mutual's account for the Property. For example, the Mutual could apply all or a portion of the Conformance Deposit to cover the following: fines levied against any invitee of Member Owner; fines levied for construction violations; costs incurred by the Mutual in repairing damage to Mutual property caused by Member Owner's contractor or other invitee; costs incurred by the Mutual in curing a violation on the Property; costs incurred in removing or altering an improvement upon the Property; or to an unpaid assessment, special assessment, late charge, interest or collection costs posted to the Mutual's account for the Property. The foregoing list is illustrative only and in no way represents the only situations where the Mutual could apply all or a portion of the Conformance Deposit. If at any time the amount of the Conformance Deposit falls below 3/4ths of the amount originally required to be posted, Member Owner agrees to immediately deposit additional sums with the Mutual in an amount sufficient to return the Conformance Deposit to the originally required level. Until the Conformance Deposit is so replenished, an automatic stop work order shall be in effect. Any remaining Conformance Deposit is refundable if the Member Owner notifies the Division, in writing, that the improvement(s) for which the Conformance

Deposit was posted have been completed in accordance with the approval, and the Division agrees with the same. The Mutual will mail the unused portion of the Conformance Deposit, if any, to the Member Owner's address of record with the Mutual. Under no circumstances shall Member Owner be entitled to any interest on any portion of the Conformance Deposit. If no written request for return of a Conformance Deposit is made by Member Owner within two years from the date when the Conformance Deposit is posted with the Mutual, the Conformance Deposit will be deemed forfeited to the Mutual. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards. See <http://www.lagunawoodsvillage.com>. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times. During construction, both the Mutual Consent for Manor Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor. A dumpster is approved for placement at the location identified by Security Staff by calling 949-580-1400. Any dumpster must be covered and locked at the end of each day. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400. The Mutual Consent for Manor Alterations expires six months after the date of approval, unless an application is submitted with fees and approved by the Division for an extension. Only one extension for a maximum of an additional six months may be granted. Violations of the forgoing conditions or the Mutual's Governing Documents (See <http://www.lagunawoodsvillage.com>), including, but not limited to, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Owner Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy. Mutual member shall indemnify, defend and hold harmless Third and its officers, directors, committee members and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Mutual member's improvements and installation, construction, design and maintenance of same.

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

Several Directors felt more information need to be provided regarding the removal of the Soffits and Ceiling.

Mr. Wiemann answered questions from the Board.

Director Walsh made a motion to approve the variance request for 5098 (Villa Paraisa, C13C\_1) Room Addition on Private Garden and Roof over Entry and Removal of Soffits and Ceilings. Director Bruninghaus seconded the motion and it passed by unanimous consent.

**12b. Landscape Committee Recommendations:**

(2) Deny Tree Removal at 3420-3E Calle Azul (Claude) – Southern Magnolia

**RESOLUTION 03-18-XX**  
**Tree Removal Denial**

**WHEREAS**, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149 tree removal guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.
- Trees should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

**WHEREAS**, on April 5, 2018, the Landscape Committee recommended to deny the request to remove the tree located at 3420-3E Calle Azul; and

**NOW THEREFORE BE IT RESOLVED**, April 17, 2018, the Board of Directors denied a request for the removal of one southern magnolia tree;

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

The resident spoke against the recommendation to deny this request.

Director Tung made a motion, seconded by Director Baum to allow the resident to appeal the denial of the tree removal. The motion passed by unanimous consent.

The Board directed Siobhan Foster to help the resident with the appeal process.

**12c. Approve Updated Third and GRF Committee Assignments**

**RESOLUTION 03-18-53**  
**Mutual Committee Appointments**

**RESOLVED**, April 17, 2018, that the following persons are hereby appointed to serve on the committees and services of this Corporation;

**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:

**Architectural Standards and Control Committee**

William Walsh, Chair  
Steve Parsons, Co-Chair  
Roy Bruninghaus  
John Frankel  
Rosemarie diLorenzo, Alternate  
Voting Advisers: Mike Butler, Bob Hatch and Mike Plean

**Communications Committee**

Burt Baum, Chair  
Roy Bruninghaus  
Susan Caine  
Bunny Carpenter  
Bill Walsh  
Non-Voting Advisers: Carol St. Hillaire

**Energy and Technology Committee**

Bill Walsh, Chair  
Burt Baum  
John Frankel  
Juanita Skillman (United)  
Carl Randazzo (United)  
Bert Moldow (GRF)  
Jim Juhan (GRF)  
Voting Advisers: Steven Leonard

**Executive Hearing Committee**

Steve Parsons, Chair  
Rosemarie diLorenzo, Co-Chair  
Bunny Carpenter  
John Frankel  
James Tung

Burt Baum, Alternate  
Jules Zalon, Alternate

**Finance (Committee of the Whole)**

Steve Parsons, Chair  
Rosemarie diLorenzo, Co-Chair  
Non-Voting Advisers: John Hess, Wei-Ming Tao

**Garden Villa Recreation Room Subcommittee**

Rosemarie diLorenzo, Chair  
~~Susan Caine, Alternate~~  
Voting Advisers: Lynn Jarrett, Sharon Molineri, Stuart Hack

**Laguna Woods Village Traffic Hearings**

John Frankel  
Jules Zalon

**Landscape**

James Tung, Chair  
Jules Zalon, Co-Chair  
John Frankel  
Roy Bruninghaus  
Non-Voting Advisers: ~~Bob Figeira,~~ Violet Lawrence

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

William Walsh, Chair  
Bunny Carpenter, First Co-Chair  
John Frankel, Second Co-Chair  
Voting Advisers: Steve Leonard

**New Resident Orientation**

Per Rotation List

**Water Conservation Committee**

James Tung, Chair  
Jules Zalon, Co-Chair  
John Frankel

**Third Mutual Parking & Golf Cart Task Force**

John Frankel, Chair  
Roy Bruninghaus  
Bunny Carpenter  
Rosemarie di Lorenzo  
Bill Walsh

**Third Mutual Resident Policy and Compliance Task Force**

Burt Baum, Chair

Bunny Carpenter  
Rosemarie diLorenzo  
Roy Bruninghaus, Alternate  
Steve Parsons, Alternate  
Stuart Hack, Adviser

**RESOLVED FURTHER**, that Resolution 03-17-10, adopted January 16, 2018, is hereby superseded and canceled; and,

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

**RESOLUTION 03-17-54**  
**GRF Committee Appointments**

**RESOLVED**, April 17, 2018, that in compliance with Article 7, Section 7.3 of the Golden Rain Foundation Bylaws, the following persons are hereby appointed to serve on the committees of the Golden Rain Foundation:

**Business Planning Committee**

Rosemarie diLorenzo  
Steve Parsons

**Community Activities Committee**

Steve Parsons  
Jules Zalon  
Bill Walsh, Alternate

**Finance Committee**

Rosemarie di Lorenzo  
Steve Parsons  
Bill Walsh, Alternate

**Landscape Committee**

James Tung  
~~Susan Caine~~  
Jules Zalon  
John Frankel, Alternate

**Maintenance and Construction Committee**

John Frankel  
Bunny Carpenter  
William Walsh, Alternate

**Media and Communication Committee**

Burt Baum

Roy Bruninghaus

**Mobility and Vehicles Committee**

Roy Bruninghaus  
John Frankel

**PAC Renovation Ad Hoc Committee**

Beth Perak, Chair (GRF)  
Joan Milliman, Vice Chair (GRF)  
Richard Palmer, (GRF)  
John Frankel, (Third)  
Bill Walsh, (Third)  
Juanita Skillman, (United)  
Don Tibbitts, (United)  
Irving Waaland, (Mutual 50)  
Non-Voting Advisers: Sheila Bilaka, John Perak

**Security and Community Access Committee & Disaster Preparedness**

Roy Bruninghaus  
John Frankel  
James Tung  
Susan Caine, Alternate

**RESOLVED FURTHER**, that Resolution 03-18-11, adopted January 16, 2018, is hereby superseded and canceled; and

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

Several Directors requested changes to the Committee Assignments.

Director Walsh made a motion, seconded by Director Bruninghaus to approve the amended Third and GRF Committee Assignments. The motion was approved by unanimous consent.

**11d. Approve the 2018 Election Dates for Martin & Chapman**

The Board approved the 2018 Election Dates and asked the Corporate Secretary to verify the election dates with Martin & Chapman.

**13. New Business**

- 13a. Introduce a Resolution for Revised Alteration Standard 14: Fireplaces (initial notification - postpone 30-days for Member comments and suggestions to conform to Civil Code §4360 notification requirement)**

Director Baum, Secretary of the Board, read the Resolution:

**RESOLUTION 03-18-XX**

**REVISE ALTERATION STANDARD 14: FIREPLACE INSTALLATIONS**

**WHEREAS**, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary; and,

**WHEREAS**, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard 14: Fireplace Installations,

**NOW THEREFORE BE IT RESOLVED**, April 17, 2018, that the Board of Directors of this Corporation hereby introduces the following Standard 14: Fireplace Installations;

**1.0 GENERAL REQUIREMENTS**

See Standard Section 1: General Requirements

**2.0 APPLICATIONS**

- 2.1 No new wood or gas burning fireplaces are permitted
- 2.2 Any alteration to fireplaces shall be constructed to the same height and width as the originally designed units.
- 2.3 The exterior design and construction shall be as originally constructed.
- 2.4 Fireplaces may be removed in single story Manors.
- 2.5 The installation of a carbon monoxide detector is required when a fireplace is altered if one does not exist.

**3.0 SPARK ARRESTORS**

- 3.1 Spark arrestors will are be required for all fireplaces.
- 3.2 A permit will be required for installation of spark arrestors or rain caps for existing fireplaces. Some units, depending upon design and color, may be required to be painted to match the building or chimney color.
- 3.3 No spark arrestor or rain cap may protrude higher than 12" above the flue exit.

**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.

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 30-days from the postponement to comply with Civil Code§4360.



April 17, 2018

Director Baum made a motion to introduce a resolution for revised alteration standard 14:Fireplaces for 30-day review with the change in the word "will" to "are" in item 3.1. The motion was seconded by Director Bruninghaus and passed by unanimous consent.

**13b. Re-Introduce a Resolution for Revised Alteration Standard 18:Gutters & Downspouts (initial notification - postpone 30-days for Member comments and suggestions to conform to Civil Code §4360 notification requirement)**

Director Baum, Secretary of the Board read the Resolution:

**RESOLUTION 03-18-XX**  
**ALTERATION STANDARD SECTION 18 – GUTTERS AND DOWNSPOUTS**

**WHEREAS**, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary; and,

**WHEREAS**, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard Section 18 – Gutters and Downspouts.

**NOW THEREFORE BE IT RESOLVED**, April 17, 2018, that the Board of Directors of this Corporation hereby introduces the following Alteration Standard Section 18 – Gutters and Downspouts;

**1.0 GENERAL REQUIREMENTS**

**See Standard Section 1: General Requirements**

**2.0 APPLICATIONS**

- 2.1** A splash block will be required in areas where a downspout empties into an area in which erosion may result.
- 2.2** No downspout may be installed that will drain into an area that will effect surface drainage in an adverse way.
- 2.3** Applications to roofs where hangers penetrate or may harm the roofing in any way are prohibited.
- 2.4** All gutters and downspouts shall be seamless and the same style and color as the existing gutters on the building.
- 2.5** Gutters and downspouts will be of the same color to match the surface they are attached to.

**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.

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member

**postpones the resolution to the next available Board Meeting no less than 30-days from the postponement to comply with Civil Code§4360.**

Director Baum introduced a resolution for revised alteration standard 18: Gutters & Downspouts for 30-day review.

#### **14. Committee Reports**

##### **14a. Report of the Finance Committee/Financial Report**

Director Bruninghaus reported from the Finance Committee and presented the Treasurer's Report and the Resale/Leasing Reports. The next meeting will be May 1, 2018, at 1:30 p.m. in the Board Room.

##### **14b. Report of the Architectural Control and Standards Committee**

Director Walsh reported from the Architectural Control and Standards Committee. The next meeting will be April 23, 2018, at 9:30 a.m. in the Sycamore Room.

##### **14c. Report of the Maintenance & Construction Committee**

Director Frankel reported from the Maintenance and Construction Committee. The next meeting will be May 7, 2018, at 1:00 p.m. in the Board Room.

- Director Frankel reported from the Parking and Golf Cart Task Force. The next meeting April 20, 2018 at 1:30 p.m. in the Sycamore Room
- Director Walsh reported from the Garden Villa Association. The next meeting will be May 10, 2018, at 10:00 a.m. at Clubhouse 5, Room 1.
- Director diLorenzo reported from the Garden Villa Rec. Room Subcommittee. The next meeting will be April 18, 2018, at 9:30 a.m. in the Sycamore Room.

##### **14d. Report of Landscape Committee**

Director Tung reported from the Landscape Committee and reported on the fire hazard areas in the Community. The next meeting will be May 3, 2018, at 9:00 a.m. in the Board Room.

##### **14e. Report of the Laguna Woods Village Traffic Hearings**

Director Zalon reported from the Laguna Woods Village Traffic Hearings. The next Hearing will be April 18, 2018, at 9:00 a.m. in the Board Room and 1:00 p.m. in the Pine Room.

##### **14f. Report of the Communications Committee**

Director Baum reported from the Communications Committee. The next meeting will be May 9, 2018, at 1:30 a.m. in the Board Room.

##### **14g. Report of the Energy and Technology Committee**

Director Walsh reported from the Energy and Technology Committee. The next meeting will be May 2, 2018, at 1:30 p.m. in the Cypress Room.

##### **14h. Report of the Water Subcommittee**

Director Tung reported from the Water Subcommittee. The next meeting will be

June 12, 2018, at 11:00 a.m. in the Cypress Room.

**14i. Report of the Resident Policy and Compliance Task Force**

Director Baum reported from the Resident Policy and Compliance Task Force. The next meeting April 25, 2018 at 1:30 p.m. in the Willow Room.

**15. GRF COMMITTEE HIGHLIGHTS**

Members reported on the following GRF Committees.

**15a. Community Activities Committee** – The next regular meeting is May 10, 2018 at 2:00 p.m. in the Board Room.

**15b. Finance Committee** – The next meeting will be April 18, 2018, at 1:30 p.m. in the Board Room.

**15c. Maintenance & Construction Committee** – The next meeting will be June 13, 2018 at 9:30 a.m. in the Board Room. The next PAC Ad Hoc Committee meeting TBA.

**15d. Media and Communications Committee** – The next meeting will be May 21, 2018, at 1:30 p.m. in the Board Room. The next Thrive Task Force will meet on April 18, 2018, at 9:30 a.m. in the Cypress Room.

**15e. Mobility & Vehicles Committee** – The next meeting will be June 6, 2018, at 1:30 p.m. in the Board Room.

**15f. Security and Community Access Committee** – The next meeting will be April 26, 2018, at 1:30 p.m. in the Board Room.

- Disaster Preparedness Task Force. The next meeting is April 24, 2018, 9:30 a.m. in the Cypress Room.

**16. FUTURE AGENDA ITEMS**

**16a.** Introduce a Resolution for Alteration Standards for Garage Doors

**16b.** Introduce a Resolution to Revise Alteration Standards 5a, 5b, 5c: Satellite Dishes

**16c.** Second Reading of a Resolution on a Policy for Alterations of Attics, Soffits and Suspended Ceilings (May).

**16d.** Second Reading of a Resolution for Revised Alteration Standard 19: Balcony and Railing Paneling (May)

**16e.** Second Reading of a Resolution for a Policy on Closets and partition Walls (May)

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**16f.** Second Reading of a Resolution for a Tree Topping Policy (May)

**16g.** Second Reading of a Resolution for Electrical Use Reimbursement Policy Revision (May)

**17. DIRECTORS' COMMENTS**

There were no comments from the Directors.

**18. RECESS**

The Board recessed at 11:55 a.m. and reconvened into Executive Session at 1:30 p.m.

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

During the March 20, 2018 Regular Executive Session, the Board approved the minutes of February 20, 2018; discussed litigations, personnel, and Member disciplinary issues.

**19. ADJOURNMENT**

With no further business to come before the Board of Directors, the meeting was adjourned on April 17, 2018 at 5:22 p.m.

  
Burt Baum, Secretary of the Board  
Third Mutual Laguna Hills