



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

**Tuesday, February 19, 2019 - 9:30 a.m.
Laguna Woods Village Community Center Board Room 24351 El Toro Road**

The Regular Meeting of the Third Laguna Hills Mutual Board of Directors, a California non-profit mutual benefit corporation, was held on Tuesday, February 19, 2019, at 9:30 a.m., at 24351 El Toro Road, Laguna Woods, California

Directors Present: Rosemarie diLorenzo, Steve Parsons, James Tung, Roy Bruninghaus, Jack Connelly, John Frankel, Cush Bhada, Jon Pearlstone, Paul Chao, Lynn Jarrett and Bunny Carpenter

Directors Absent: None

Staff Present: Jeff Parker, CEO, Siobhan Foster, COO, Eileen Paulin, Kurt Wiemann, Chris Langour, and Cheryl Silva

Others Present: Raquel Unger (VMS), Reza Karimi (VMS), Lucy Shimon (VMS), Bert Moldow (GRF), Elsie Addington (United)

1. Call meeting to order / Establish Quorum

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 Parsons led the Membership in the Pledge of Allegiance.

3. Acknowledge Media

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

4. Approval of Agenda

Director Parsons made a motion to approve the agenda as presented. Director Bruninghaus seconded the motion. The motion passed by unanimous consent.

5. Approval of Minutes

a. January 15, 2018 – Regular Open Session

The motion passed by unanimous consent.

6. Report of the Chair

President diLorenzo announced that the Special Open Meeting on Friday, February 22, 2019 to fill two positions on the Board. She welcomed Jeff Parker the new CEO. On February 26th, the President and Vice President of the Board are meeting with the CEO and COO to discuss key important issues. She presented Certificate of Appreciation to James Tung and Paul Chao.

7. Open Forum

Several Members spoke about various issues:

- Landscape issue in community cul-de-sac;
- Asked about Estate Sale guidelines in the community;
- Street lighting pilot program;
- Thanked the Board for their hard work to make the community better;
- Encouraged residents to get involved with the Board;
- Need for handyman services for Third residents.

8. Responses to Open Forum Speakers

Board Members responded to the Members' concerns and requests:

- The Board will have the Landscape Department research the landscape issues in cul-de-sac 3437;
- Third Board has chargeable services instead of a handyman service;
- GRF has Estate Sales regulations and Security will look into the violations;
- Street Lighting issue has been address by the M&C and Energy Committee;

9. Update from the VMS Board– Director Unger

Director Unger presented a report by Carrie Weldon, Director of Human Resources on open positions. She thanked employees in the landscape and the maintenance departments for their work during the recent storms.

10. CEO Report

Jeff Parker, CEO, gave information about his employment and education background.

Siobhan Foster, COO, reported on the following developments:

- Gate security RFID renovation project continues at Gates 2 and 8. During construction; gates 1 and 3 will be open 24/7, gate 2 pedestrian access only from 6 a.m. to 10 p.m. gate 4 (exit only) will have extended hours from 6 a.m. to 10 p.m. During gate 8 construction; gates 7 and 10 will be open 24/7, gate 8 pedestrian and golf cart access from 6 a.m. to 10 p.m;
- Pool 5 re-opened, and Pool 1 is closed for maintenance;
- Beginning on March 4th the Service Center Equestrian Gate will be closed from 9:30 p.m. to 5 a.m. daily to enhance security of the vehicles and equipment located at the Service Center;
- Storm response was excellent over the weekend clearing storm drains, repairing leaks and attending to fallen trees. Call Resident Services if you need assistance at

- 949-597-4600 or Security at 949-597-4500;
- Update on the Pickelball Courts; and
- Update on Upcoming Recreation Events. Oscar Awards will be shown at Clubhouse 3, Performing Arts Center.

11. Consent Calendar

11a. Architectural Control and Standards Committee Recommendations:

- (1) Recommendation to Deny 2205-D (Monterey, PS08) Retain Unauthorized HVAC Condenser Located in Unapproved Location

RESOLUTION 03-19-13 **VARIANCE REQUEST**

WHEREAS, Ms. Christine Yuk Yee Mak of 2205-D Via Mariposa E., a Monterey style unit, is requesting Board approval of a variance to retain an unauthorized HVAC condenser located in unapproved location on Common Area; and,

WHEREAS, a Neighborhood Awareness Notice was sent to Owners of affected Units on January 14, 2019, 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 January 28, 2019.

NOW THEREFORE BE IT RESOLVED, on February 15, 2019, the Board of Directors hereby denies the request to retain the unauthorized HVAC condenser located in unapproved location on Common Area and to move it to the roof and the alteration is constructed in accordance with the Conditions of Approval as included in the official Board Decision Notice;

RESOLVED FURTHER, 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 2205-D and all future Mutual members at 2205-D;

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) Recommendation to Approve 3255-B (El Doble, SB203RB) Retrofit Sliding Glass Doors without Retrofitting Remaining Windows within Original Floorplan Footprint

RESOLUTION 03-19-14 **VARIANCE REQUEST**

WHEREAS, Ms. Marjorie S. Laube of 3255-B San Amadeo, an El Doble style unit, is requesting Board approval of a variance to retrofit the rear sliding glass doors of the unit; and

WHEREAS, a Neighborhood Awareness Notice was sent to Owners of affected Units on January 14, 2019, 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 January 28, 2019.

NOW THEREFORE BE IT RESOLVED, on February 15, 2019, the Board of Directors hereby approves the request to retrofit the rear sliding glass doors without being required to retrofit the rear windows of the unit and that the proposed alteration is constructed in accordance with the Conditions of Approval as included in the official Board Decision Notice;

RESOLVED FURTHER, 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 3255-B and all future Mutual members at 3255-B;

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.

- (3) Recommendation to Approve 5165 (Villa Paraisa, C13C_1) Extend Entryway onto Exclusive Use Common Area

RESOLUTION 03-19-15
VARIANCE REQUEST

WHEREAS, Ms. Hope H. Miller of 5165 Belmez, a Villa Paraisa style unit, is requesting Board approval of a variance to extend the entry way onto Exclusive Use Common Area,

WHEREAS, a Neighborhood Awareness Notice was sent to Owners of affected Units on January 14, 2019, 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 January 28, 2019.

NOW THEREFORE BE IT RESOLVED, on February 15, 2019, the Board of Directors hereby approves the request to extend the entry way onto Exclusive Use Common Area and that the proposed alteration is constructed in accordance with the Conditions of Approval as included in the official Board Decision Notice;

RESOLVED FURTHER, 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 5165 and all future Mutual members at 5165;

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.

11b. Resolution to Update Third Committee and GRF Appointments:

RESOLUTION 03-19-16
Third Mutual Committee Appointments

RESOLVED, February 19, 2019, 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

Steve Parsons, Chair
Roy Bruninghaus
John Frankel
Lynn Jarrett
Rosemarie diLorenzo, Alternate
Voting Advisors: Mike Butler and Mike Plean
Staff Advisor: Siobhan Foster

Communications Committee (Bi-Monthly)

Roy Bruninghaus, Chair
Jon Pearlstone, Co-Chair
Jack Connelly
Bunny Carpenter
Lynn Jarrett

Energy Task Force

John Frankel
Cush Bhada
Steve Parsons, Alternate
Paul Chao, Alternate
Voting Advisors: Steven Leonard

Executive Hearing Committee

Steve Parsons, Chair
Rosemarie diLorenzo, Co-Chair
Bunny Carpenter
John Frankel
James Tung
Jon Pearlstone, Alternate
Cush Bhada, Alternate

Finance (Committee of the Whole)

Jack Connelly, Chair
Steve Parsons, First Co-Chair

Rosemarie diLorenzo, Second Co-Chair

Non-Voting Advisors: John Hess, Wei-Ming Tao, Michael Cunningham

Garden Villa Recreation Room Subcommittee (Quarterly)

Lynn Jarrett, Chair

Jon Pearlstone Cush Bhada

Voting Advisors: Sharon Molineri, Stuart Hack, Randy Scott

Laguna Woods Village Traffic Hearings

John Frankel

Jack Connelly

Landscape

Lynn Jarrett, Chair

Jon Pearlstone, Co-Chair

Cush Bhada

John Frankel

Advisor: James Tung

Maintenance and Construction (Committee of the Whole)

Cush Bhada, Chair

Bunny Carpenter, First Co-Chair

Rosemarie diLorenzo

John Frankel, Second Co-Chair

Paul Chao

Jon Pearlstone

Steve Parsons, Alternate

Non-Voting Advisor: Steve Leonard

New Resident Orientation

Per Rotation List

Water Conservation Committee (Bi-Monthly)

Jack Connelly, Chair

James Tung

John Frankel

Paul Chao

Cush Bhada

Lynn Jarrett

Parking & Golf Cart Task Force

Steve Parsons, Chair

John Frankel

Bunny Carpenter

Lynn Jarrett

Jon Pearlstone

Resident Policy and Compliance Task Force

Roy Bruninghaus, Chair
Bunny Carpenter
Rosemarie diLorenzo
Steve Parsons
Advisors: Stuart Hack, Cindy Baker

RESOLVED FURTHER, that Resolution 03-19-07, adopted January 15, 2019, 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 03-19-17
GRF Committee Appointments

RESOLVED, February 19, 2019, 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
Jack Connelly
Jon Pearlstone, Alternate

Community Activities Committee

Steve Parsons
Bunny Carpenter
Cush Bhada
Jack Connelly, Alternate
Jon Pearlstone, Alternate

Finance Committee

Rosemarie diLorenzo
Jack Connelly
Steve Parsons, Alternate
Jon Pearlstone, Alternate

Landscape Committee

James Tung
Lynn Jarrett
Jon Pearlstone, Alternate
John Frankel, Alternate

Maintenance and Construction Committee

John Frankel
Bunny Carpenter

Cush Bhada, Alternate
~~Paul Chao, Alternate~~

PAC Task Force

John Frankel
Cush Bhada

Media and Communication Committee

Roy Bruninghaus
Lynn Jarrett
Jack Connelly, Alternate
Bunny Carpenter, Alternate

Mobility and Vehicles Committee

John Frankel
Jon Pearlstone, Alternate
Cush Bhada, Alternate
Lynn Jarrett, Alternate

Security and Community Access Committee

John Frankel
Steve Parsons, Alternate
Roy Bruninghaus, Alternate
Cush Bhada, Alternate

Disaster Preparedness

Roy Bruninghaus
John Frankel
Steve Parsons, Alternate
Jon Pearlstone, Alternate

RESOLVED FURTHER, that Resolution 03-19-08, adopted January 15, 2019, 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.

11c. Consistent with its statutory obligations the Board members individually reviewed and approved the Mutual's financials for the month of December, 2018, and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code §5501

Director Bruninghaus made a motion to approve the Consent Calendar as presented. The motion was seconded by Director Bhada and passed by unanimous consent.

12. Unfinished Business

12a. Entertain a Motion to Adopt a Resolution for Revised Alteration Standard 37: Patio Covers; Awnings

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

RESOLUTION 03-19-18

REVISE ALTERATION STANDARD 37: PATIO COVERS; AWNINGS

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 Control and Standard Committee recognizes the need to create Alteration Standard 37: Patio Covers; Awnings.

NOW THEREFORE BE IT RESOLVED, February 19, 2019, that the Board of Directors of this Corporation hereby adopts Alteration Standard 37: Patio Covers; Awnings as attached to the official meeting minutes;

RESOLVED FURTHER, that Resolution 03-15-128 adopted September 2015, is hereby superseded in its entirety and no longer in effect;

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.

DECEMBER Initial Notification
30-day notification to comply with Civil Code §4360 has been satisfied.

Director Bruninghaus made a motion to adopt a resolution for revised alteration standard 37: patio covers; awnings. Director Parsons seconded the motion

Discussion ensued among the Directors.

President diLorenzo called for the vote and the motion passed by unanimous consent.

12b. Entertain a Motion to Adopt a Resolution for a Revised Alteration Standard 30A: Storage Cabinets

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

RESOLUTION 03-19-19

REVISE ALTERATION STANDARD 30A: STORAGE CABINETS (Patios, Breezeways, and Balconies)

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 Control and Standard Committee recognizes the need to create Alteration Standard 30A: Storage Cabinets (Patios, Breezeways, and Balconies).

NOW THEREFORE BE IT RESOLVED, February 19, 2019, that the Board of Directors of this Corporation hereby adopts Alteration Standard 30A: Storage Cabinets (Patios, Breezeways, and Balconies) as attached to the official meeting minutes;

RESOLVED FURTHER, that Resolution M3-02-29 adopted December, 1998, is hereby superseded in its entirety and no longer in effect;

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.

DECEMBER Initial Notification
30-day notification to comply with Civil Code §4360 has been satisfied.

Director Bruninghaus made a motion to adopt a resolution for revised alteration standard 30A: storage cabinets. The motion was seconded by Director Parsons.

Discussion ensued among the Directors.

President diLorenzo called for the vote and the motion passed by unanimous consent.

12c. Entertain a Motion to Adopt a Resolution for the Revised Care Provider Policy

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

Resolution 03-19-20

REVISE CARE PROVIDER POLICY

WHEREAS, the Residency Policies and Compliance Task Force has recommended enhancements to the existing Care Provider Policy; and

WHEREAS, The Private Caregiver Policy will encompass part-time, long-term, and terminal health caregivers, whenever scheduled day or night; and

WHEREAS, the Private Caregiver Policy addresses caregivers irrespective of whether they are paid or not paid,

NOW THEREFORE BE IT RESOLVED, February 19, 2019, that the Board of Directors of this Corporation hereby amends the "Care Provider Policy," and renames it to "Private Caregiver Policy," as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 03-17-03 adopted January 24, 2017 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 as written.

DECEMBER Initial Notification
30-day notification to comply with Civil Code §4360 has been satisfied.

Director Bruninghaus made a motion to adopt a resolution for revised the Care Provider Policy. The motion was seconded by Director Parsons.

Discussion ensued among the Directors.

President diLorenzo called for the vote and the motion passed by unanimous consent.

12d. Entertain a Motion to Adopt a Resolution for Revisions to Open House and Real Estate Uniform Signage Policy.

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

RESOLUTION 03-19-21

REVISE OPEN HOUSE AND REAL ESTATE UNIFORM SIGNAGE POLICY

WHEREAS, Resolution 03-12-21 adopted on February 21, 2012, established the Placement of Real Estate Signs; and

WHEREAS, the Placement of Real Estate Signs was intended to protect the aesthetic integrity of Laguna Woods Village, and further to prevent the diminishment of the surrounding beauty of the Community; and

WHEREAS, Third Mutual must update the Real Estate Uniform Signage Policy to include real estate sign requirements to conform with State of California Bureau of Real Estate (CalBRE) License Disclosure Requirements for Advertising that went into effect on January 1, 2018; and

WHEREAS, CalBRE's new License Disclosure Requirements for Advertising require all first point of contact solicitation materials to include:

1. The name and number of the licensee. This is for both sales-agents and broker- associates;

2. The responsible broker's "identity." This means the name under which the broker is currently licensed by CalBRE and conducts business in general or is a substantial division of the real estate firm. The broker's license number is optional; and
3. The status of the agent such as "REALTOR®" or "agent" (unless the name of the company makes clear that the advertisement is by a licensee); and

WHEREAS, the CalBRE's requirement apply to all types of advertising including but not limited to:

1. "For Sale," "Open House," For Lease, or directional signs when any licensee identification information is included; and
2. Any other material designed to solicit the creation of a professional relationship between the licensee and a consumer; and

WHEREAS, the Marketing and Communications Division has collaborated with Village realtors to develop updated designs for real estate signs that incorporate the new CalBRE requirements; and

WHEREAS, the responsibility for compliance with the law lies with real estate agents, the Marketing and Communications Division working with the real estate agents leveraged this opportunity to modernize the look and visibility of Village real estate signage; and

WHEREAS, on November 19, 2018, the GRF Media and Communications Committee reviewed and unanimously approved the updated real estate sign designs and recommended that the Boards of Directors for the Golden Rain Foundation, Third Mutual and United Mutual adopt resolutions requiring the use of the updated real estate sign designs as soon as practicable;

NOW THEREFORE BE IT RESOLVED, February 19, 2019, the Board of Directors of this Corporation hereby adopts this resolution requiring the use of the updated real estate designs beginning on May 1, 2019, and adopts the following updated Real Estate Uniform Signage Policy:

1. Use of the real estate signage contained in Attachment 1 to this Resolution is required effective May 1, 2019. The use of other real estate signage is after April 1, 2019 is prohibited;

Open House and Directional Signs:

2. Open House signs shall be 24 inches by 24 inches, made of corrugated plastic with lettering and adhere to the GRF-approved colors, font and logo, as depicted in Attachment 1 to this resolution;

3. Directional signs shall be 24 inches by 9 inches, made of corrugated plastic with and adhere to the GRF-approved colors, font and logo, as depicted in Attachment 1 to this resolution;
4. Open House signs may be present on Saturday and Sunday, between 10 a.m. and 5 p.m. They may also be present on Wednesday and Thursday, between the hours of 9 a.m. and 2 p.m. in conjunction with Broker Preview events.
5. Directional signs may be posted on the day of the Open House no earlier than 10 a.m., and must be removed no later than 5 p.m., on the same day;
6. At the entrance to or anywhere within a cul-de-sac, a maximum of three (3) Open House signs per manor may be placed.
7. Open House directional (designated by an arrow) signs may be placed at street intersections and cul-de-sac entrances only. No mid-block signs are allowed.
8. At any street intersection or cul-de-sac entrance there may be no more than:
 - a. One (1) directional sign pointing in any one direction, and
 - b. Four (4) total directional signs, regardless of the number of open houses in the vicinity.
9. Both a 24-by-24-inch sign and a 24-by-9-inch directional sign may be placed at a cul- de-sac entrance.

For Sale Signs:

10. For Sale signs shall be 24 inches by 24 inches, made of corrugated plastic with and adhere to the GRF-approved colors, font and logo, as depicted in Attachment 1 to this resolution;
11. For Lease signs shall be 24 inches by 24 inches, made of corrugated plastic with and adhere to the GRF-approved colors, font and logo, as depicted in Attachment 1 to this resolution;
12. A maximum of one (1) "For Sale" or "For Lease" or "For Rent" sign may be placed at a Manor. It may be in a window, on a gate or on a post placed within one (1) foot of the building. Signs are not allowed on balcony or stairway railings, with the exception of second or third story units which may place the one real estate sign on an adjacent balcony railing. The maximum size is 6 square feet, and if placed in a window it may be no larger than 20 percent of the window size. No illumination is allowed. The maximum character size is twelve (12) inches.

Other:

13. Realtors shall be responsible for purchasing providing the signs from RESS - Real Estate Signs & Supplies, Laguna Hills, California, and shall adhere to the specifications in accordance with this resolution;
14. Non-conformance to this policy shall result in removal of sign from premises;
and
15. Non-Residents must be accompanied by a licensed real estate agent approved for Laguna Woods Village entry; or granted access by the Seller/Resident of the property; and

RESOLVED FURTHER, that members selling their properties "For Sale By Owner" shall be required to comply with the same guidelines as real estate agents; and

~~**RESOLVED FURTHER**, the Resident will be billed an amount of \$50 for extended gate hours through the Recreation Division's reservations contract; and~~

RESOLVED FURTHER, that Resolution 03-12-21 adopted on February 21, 2012, is hereby superseded in its entirety and is no longer in effect; 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.

JANUARY 15, 2019 Initial Notification:

28-days notification to comply with Civil Code §4360 has been satisfied.

Director Bruninghaus made a motion to adopt a resolution for revisions to open house and real estate uniform signage policy. The motion was seconded by Director diLorenzo.

Discussion ensued among the Directors.

President diLorenzo called for the vote and the motion passed by unanimous consent.

13. New Business

13a. Entertain a Motion to Introduce a Resolution for Revised Alteration Standard 32: Water Heater Relocation

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

RESOLUTION 03-19-XX
REVISED ALTERATION STANDARD 32: WATER HEATER RELOCATION

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 Control and Standard Committee recognizes the need to revise Alteration Standard 32: Water Heater Relocation.

NOW THEREFORE BE IT RESOLVED, February 19, 2019, that the Board of Directors of this Corporation hereby introduces the revisions to Alteration Standard 32: Water Heater Relocation as attached to the official meeting minutes;

RESOLVED FURTHER, that Resolution 03-03-45 adopted May 2003, is hereby superseded in its entirety and no longer in effect;

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.

FEBRUARY initial notification

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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution to revise alteration standard 32: water heater relocation for 28-day review.

Discussion ensued among the Directors.

By consensus, the Board introduced the resolution for 28-day review.

13b. Entertain a Motion to Introduce a Resolution for an Alteration Standard Plan Policy

Director Bruninghaus, Secretary of the Board, presented a summary of the following Resolution:

RESOLUTION 03-19-XX
ALTERATION STANDARD PLAN POLICY

WHEREAS, the Village has 248 previously approved Standard Plans available for members to use for alterations with an over-the-counter Mutual Consent without having to use the variance process or need further Board approval;

WHEREAS, The Architectural Control and Standards Committee (Committee) reviews numerous variance requests from members proposing to make alterations using a previously approved Standard Plan with minor variations;

WHEREAS, current policy requires all variations from a Standard Plan to be reviewed by the Committee and approved by the Board;

WHEREAS, the Committee desires to simplify the approval process for alterations and minimize the time for review of these alterations; and

WHEREAS, the Committee directed Staff to create a policy pertaining to minor revisions to Standard plans for Members who are proposing to perform alterations to their Units using a previously approved Standard Plan.

NOW THEREFORE BE IT RESOLVED, February 19, 2019, the Board of Directors hereby introduces a Standard Plan Review Policy;

RESOLVED FURTHER, architectural drawings shall be provided for all revisions to Standard Plans to the Alterations Office for review and to determine if they meet the intent of this policy, including but not limited to, closets, windows, door style or placement;

RESOLVED FURTHER, Staff shall thoroughly review the submitted drawings, if Staff determines that the proposed alteration does not affect load bearing walls or alter the purpose of rooms as depicted on the Standard Plan, meets the intent of this policy, and conforms to all pertinent alteration policies, Staff may issue a Mutual Consent;

RESOLVED FURTHER, if Staff determines that the proposed alteration does not meet the intent of this policy and the Member desires to pursue the proposed alteration, Staff shall process the request as a variance for review by the Committee;

RESOLVED FURTHER, all proposals for revisions that are not considered minor or alter the exterior aesthetics of the Unit shall require Board approval via the variance process; 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.

FEBRUARY initial notification

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 28-days from the postponement to comply with Civil Code §4360.

Director Bruninghaus made a motion to introduce a resolution for an alteration standard plan policy for 28-day review.

Discussion ensued among the Directors.

By consensus, the Board introduced the resolution for 28-day review.

14. Committee Reports

- 14a. Report of the Finance Committee / Financial Report - Director Connelly presented the Treasurer's Report and reviewed the Davis-Stirling requirements that require review of the financials monthly. Director Parsons reported the Resale and Lease data. The Committee met on February 5, 2019; next meeting March 5, 2019, at 1:30 p.m. in the Board Room
- 14b. Report of the Architectural Controls and Standards Committee - Director Parsons reported on the last meeting. The Committee continues to update standards. Any renovations not in the standards require a variance. The Committee met on January 28, 2019; next meeting February 25, 2019, at 9:30 a.m. in the Board Room
- 14c. Report of the Maintenance and Construction Committee - Director Bhada reported on the last meeting. The storm issues have been the first priority in the Community. The Committee met on January 7, 2019; next meeting March 4, 2019, at 1:00 p.m. in the Board Room.
- Report of the Parking and Golf Cart Task Force - Director Parsons. The Task Force had a meeting late last year. Waiting for the Energy Consultant report to move forward with charging for electric golf carts. Next meeting TBA.
- 14d. Report of the Landscape Committee - Director Jarrett reported on the last meeting. Herbicide testing will be conducted to test alternative products. The Committee is looking at bids for turf reduction to help save money and conserve water. The Committee met on February 7, 2019; next meeting March 7, 2019, at 9:00 a.m. in the Board Room
- 14e. Report of the Laguna Woods Village Traffic Hearings - Director Frankel gave an update from the last meeting. The Traffic Hearings were held on January 16, 2019; next hearings will be on February 20, 2019, at 9:00 a.m. in the Board Room and 1:00 p.m. in the Sycamore Room.
- 14f. Report of the Communications Committee - Director Bruninghaus gave an update since the last meeting. The Committee met on January 9, 2019; next meeting March 13, 2019, at 1:30 p.m. in the Board Room.
- 14g. Report of the Village Energy Task Force - Director Frankel gave an update from the last meeting. The Task Force met on January 9, 2019; next meeting March 6, 2019, at 1:30 p.m. in the Board Room.
- 14h. Report of the Water Subcommittee - Director Connelly gave a report from the last meeting. The Subcommittee did not meet in January; next meeting March 4, 2019 at 10:30 a.m. in the Sycamore Room.

- 14i. Report of the Resident Policy and Compliance Task Force - Director Bruninghaus gave an update from the last meeting. The Task Force met on February 11, 2019; next meeting March 11, 2019, at 1:30 p.m. in the Board Room.

15. GRF Committee Highlights

- 15a. Community Activities Committee – Director Bhada reported on upcoming recreation and special events. The removal of a lounge television was discussed. The Committee met on January 10, 2019; next meeting March 14, 2019 at 1:30 p.m. in the Board Room.
- 15b. Finance Committee – Director diLorenzo reported that Blackrock will be presenting at the next meeting on February 20, 2019, at 1:30 p.m. in the Board Room.
- 15c. Landscape Committee – Director Jarrett reported on highlights from the last meeting. The Committee met on January 16, 2019; next meeting March 20, 2019 at 1:30 p.m. in the Board Room
- 15d. Maintenance & Construction Committee – Director Frankel reported on highlights from the last meeting. The Committee discussed a Tennis Center expansion. The Committee met on February 13, 2019; next meeting April 10, 2019, at 9:30 a.m. in the Board Room
- 15e. Media and Communications Committee – Director Bruninghaus reported on highlights from the last meeting. The Resident Portal is available on the Laguna Woods Village website. The Committee is testing the resident portal. The Committee met on January 21, 2019; next meeting February 26, 2019, at 9:30 a.m. in the Board Room where the Committee will discuss current policy on photography and filming in the Village and a new press policy
- 15f. Mobility and Vehicles Committee -- Director Frankel reported on highlights from the last meeting. The Committee received a report from the Transportation Consultant. The Committee met on February 6, 2019; next meeting April 3, 2019, at 1:30 p.m. in the Board Room
- 15g. Security and Community Access Committee – Director Bruninghaus reported that the Committee did not meet in January; next meeting February 25, 2019, at 1:30 p.m. in the Board Room
- Disaster Preparedness Task Force – Director Frankel reported on the last meeting. The Task Force meet on January 29, 2019; next meeting March 26, 2019, 9:30 a.m. in the Board Room

- 16. Future Agenda Items--** *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*

16a. Introduce a Resolution to Revise the Alteration and Inspection Fees. (This item needs to go to the Finance Committee for review.)

17. Director's Comments

- Director Frankel has the M&V report
- Director Parsons asked staff to verify that the holiday hours were included in the Clubhouse voice mail message.

18. Recess

The Board recessed at 11:10 a.m. and reconvened in Executive Session at 12:00 p.m..

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

During the January 15, 2019, Regular Executive Session, the Board:

Approved the Agenda

Approved the Following Meeting Minutes;

(a) December 18, 2018 – Regular Executive Session

Wrote-Off Delinquent Assessments

Discussed Contract Award Matters

Discussed and Considered Member Matters

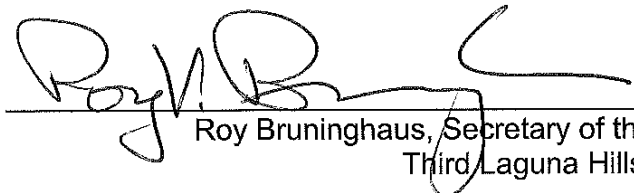
Discussed and Considered Legal and Litigation Matters

During the December 20, 2018, Special Closed Session, the Board:

Discussed and Considered Member Matters

19. Adjourn

With no further business to come before the Board of Directors, the meeting was adjourned at 4:40 p.m.



Roy Bruninghaus, Secretary of the Board
Third Laguna Hills Mutual