



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

**Tuesday, June 18, 2019 - 9:30 a.m.  
Laguna Woods Village Community Center Board Room 24351 El Toro Road,  
Laguna Woods, California**

Directors Present: Rosemarie diLorenzo, Steve Parsons, Bunny Carpenter, Roy Bruninghaus, Jon Pearlstone, John Frankel, Lynn Jarrett, Reza Karimi, and Annie McCary

Directors Absent: Jack Connelly, Cush Bhada

Staff Present: Jeff Parker, CEO, Siobhan Foster, Eileen Paulin, and Cheryl Silva

Others Present: Wei-Ming Tao (VMS), Raquel Unger (VMS) and Ralph Engdahl (VMS)

**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 9:32 a.m.

**2. Pledge of Allegiance**

Director Carpenter led the Membership in the Pledge of Allegiance.

**3. Acknowledge Media**

Director diLorenzo commented that the media was not present.

**4. Approval of Agenda**

Director Parsons made a motion to approve the agenda. Director Karimi seconded the motion.

President diLorenzo called for the vote and the motion passed unanimously.

**5. Approval of Minutes**

- a. May 10, 2019 – Special Open Meeting (Appoint Officer)
- b. May 21, 2019 – Regular Open Session

Director Bruninghaus made a motion to approve the May 10, 2019, Special Open Meeting and the May 21, 2019, Regular Open Session minutes, as presented. Director Karimi seconded the motion.

President diLorenzo called for the vote and the motion passed unanimously.

## **6. Report of the Chair**

President diLorenzo commented on the upcoming elections and invited the Marketing & Communications Director, Eileen Paulin, to speak about events for prospective Board Candidates. The Candidate Information meeting will be held on Thursday, June 27 at 4 p.m. in the Board Room.

## **7. Open Forum**

Several Members spoke about various issues:

- Laguna Woods Foundation will be hosting a fall prevention program designed to increase resident awareness of fall prevention and increase availability of fall prevention services.
- The need to update the non-smoking policy and responses to complaints about second-hand smoke.
- Egyptian Geese causing damage to property and homes.

## **8. Responses to Open Forum Speakers**

Board Members responded to the Members' concerns and requests:

- President diLorenzo assured the resident that the geese problem will be forwarded to senior staff.
- Director Parsons asked whether the Laguna Woods Foundation's fall prevention program has a class size limit, and suggested that any such limit be publicized. He commented that Compliance Department policies can be updated if necessary.

Siobhan Foster, COO, responded to Board comments on the geese and stated that the CEO's Office had information on someone feeding the geese. Staff are working on the situation, she said.

## **9. CEO Report**

Jeff Parker, CEO, reported on the following subjects:

- RFID construction at gates 1 and 9 is complete. Gates 4, 10 and 14 will close on June 24 for RFID construction.
- Upcoming events: Village Centenarian Project, Friday, June 28 from 2 to 3:30 p.m. at the Community Center Board Room; Battle of the Fitness Centers, July 24-August 4 at Clubhouse 1; and 4<sup>th</sup> of July Extravaganza starts at 4 p.m. at Clubhouse 2.
- Channel 3 analog Guide users will need a digital device to get the new television guide.
- The Orange County Registrar of Voters will hold a town hall meeting regarding Village Vote Centers on Friday, June 21, in Clubhouse 5 from 10 a.m. to noon.

Jeff Parker, CEO, answered questions from the Board.

**10. Consent Calendar**

10a. Update Resolution for Third/GRF Committee Appointments

**RESOLUTION 03-19-60**  
**Third Mutual Committee Appointments**

**RESOLVED**, June 18, 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  
Reza Karimi  
Rosemarie diLorenzo, Alternate  
Voting Advisors: Mike Butler and Mike Plean  
Staff Advisor: Siobhan Foster

**Communications Committee**

Annie McCary, Chair  
Roy Bruninghaus, Co-Chair  
Bunny Carpenter  
Lynn Jarrett  
Reza Karimi  
Jack Connelly, Alternate

**Executive Hearing Committee**

Steve Parsons, Chair  
Rosemarie diLorenzo  
Annie McCary  
Bunny Carpenter  
Jon Pearlstone  
Cush Bhada, Alternate  
Reza Karimi, Alternate

**Finance (Committee of the Whole)**

Jon Pearlstone, 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

**Landscape**

Lynn Jarrett, Chair  
Jon Pearlstone, Co-Chair  
Cush Bhada  
Reza Karimi  
Annie McCary  
Advisors: James Tung

**Maintenance and Construction**

Cush Bhada, Chair  
Bunny Carpenter, Co-Chair  
Rosemarie diLorenzo  
John Frankel  
Jon Pearlstone  
Steve Parsons, Alternate  
Non-Voting Advisor: Steve Leonard

**New Resident Orientation**

Per Rotation List

**Water Conservation Committee (Bi-Monthly)**

Reza Karimi, Chair  
Jack Connelly  
Cush Bhada  
Lynn Jarrett  
John Frankel, Alternate

**Parking & Golf Cart Task Force**

Steve Parsons, Chair  
John Frankel  
Bunny Carpenter  
Lynn Jarrett

**Resident Policy and Compliance Task Force**

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

**RESOLVED FURTHER**, that Resolution 03-19-55, adopted May 21, 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 03-19-61**  
**GRF Committee Appointments**

**RESOLVED**, June 18, 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  
Jon Pearlstone  
Steve Parsons, Alternate

**Community Activities Committee**

Bunny Carpenter  
Cush Bhada  
Annie McCary, Alternate  
Jon Pearlstone, Alternate

**Finance Committee**

Rosemarie diLorenzo  
Jon Pearlstone  
Steve Parsons, Alternate

**Landscape Committee**

Lynn Jarrett  
Reza Karimi  
Jon Pearlstone, Alternate

**Maintenance and Construction Committee**

John Frankel  
Bunny Carpenter  
Cush Bhada, Alternate  
Steve Parsons, Alternate

**PAC Task Force**

John Frankel  
Cush Bhada

**Energy Task Force**

Steven Leonard, Chair

John Frankel  
Cush Bhada  
Steve Parsons, Alternate  
Reza Karimi, Alternate  
Voting Advisors: Sue Stephens, Bill Walsh

**Media and Communication Committee**

Annie McCary  
Lynn Jarrett  
Bunny Carpenter, Alternate  
Roy Bruninghaus, Alternate

**Mobility and Vehicles Committee**

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

**Security and Community Access Committee**

Annie McCary  
Steve Parsons,  
Roy Bruninghaus, Alternate  
Reza Karimi, Alternate

**Disaster Preparedness**

Annie McCary  
John Frankel  
Steve Parsons, Alternate  
Roy Bruninghaus, Alternate

**Laguna Woods Village Traffic Hearings**

John Frankel  
Annie McCary  
Reza Karimi, Alternate

**RESOLVED FURTHER**, that Resolution 03-19-56, adopted May 21, 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.

- 10b. Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual financials for the month of April 2019, 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 Pearlstone made a motion to approve the consent calendar as presented. Director Karimi seconded the motion, and it passed unanimously.

## **11. Unfinished Business**

11a. Recommendations from the Architectural Control and Standards Committee:

- (1) Recommendation to Deny—3391-B (Malaga, P102A/P42) – Patio Enclosure on Previously Extended Common Area

Director Parsons presented a summary of the following Resolution:

### **RESOLUTION 03-19-xx**

#### **Variance Request**

**WHEREAS**, Ms. Esther Wen of 3391-B Punta Alta, a Malaga style unit, is requesting Board approval of a variance to construct a patio enclosure on a previously extended Common Area patio; and,

**WHEREAS**, a Neighborhood Awareness Notice was sent to Owners of affected units on May 15, 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 May 28, 2019.

**NOW THEREFORE BE IT RESOLVED**, on xxx, 2019, the Board of Directors hereby deny the request to construct a patio enclosure on a previously extended Common Area patio;

**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 3391-B and all future Mutual members at 3391-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.

Director Parsons made a motion to deny the variance request for 3391-B Punta Alta. The motion was seconded by President diLorenzo.

Discussion ensued among the Directors.

Several Members spoke in favor of approving the variance request.

Director Parsons made a motion to deny the variance request. The motion was seconded by Director McCary. Discussion ensued.

Director Parsons then amended his motion to table this item to give the resident an opportunity to appeal the decision and work with staff on changes to the variance request. The motion was seconded by Director diLorenzo, and it passed unanimously.

- (2) Recommendation to Deny—3461-C (Andaluz, P203A/P43) – Room Extension on Previously Extended Common Area

Director Parsons presented a summary of the following Resolution:

**RESOLUTION 03-19-63**  
**Variance Request**

**WHEREAS**, Mr. Richard Siao of 3461-C, a Andaluz style unit, is requesting Board approval of a variance to construct a room alteration onto a previously approved extension of the patio onto Common Area; and,

**WHEREAS**, a Neighborhood Awareness Notice was sent to Owners of affected units on June 5, 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 May 28, 2019.

**NOW THEREFORE BE IT RESOLVED**, on June 18, 2019, the Board of Directors hereby deny the request to construct a room alteration onto a previously approved extension of the patio onto Common Area;

**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 3461-C and all future Mutual members at 3461-C;

**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 Parsons made a motion to deny the variance request for 3461-C. The motion was seconded by Director Karimi.

Discussion ensued among the Directors. The residents were not present.

President diLorenzo called for the vote, and the motion passed unanimously.

11b. Entertain a Motion to Adopt a Resolution to Revise Standard 40: Exterior Roll-up Shades (Sun Screens)

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

**RESOLUTION 03-19-64**

**Revise Alteration Standard 40: Exterior Roll-Up Shades (Sun Screens)**

**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 40: Exterior Roll-Up Shades (Sun Screens).



**NOW THEREFORE BE IT RESOLVED**, June 18, 2019, that the Board of Directors of this Corporation hereby adopts Alteration Standard 40: Exterior Roll-Up Shades (Sun Screens) as attached to the official meeting minutes;

**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.

**MAY Initial Notification**

**28-day notification for Member review and comment to comply with Civil Code §4360 has been satisfied.**

Director Bruninghaus made a motion to adopt a resolution to revise alteration standard 40: exterior roll-up shades (sun screens). The motion was seconded by Director diLorenzo.

Discussion ensued among the Directors.

President diLorenzo called for the vote and the motion passed unanimously.

**12. New Business**

12a. Entertain a Motion to Introduce a Resolution to Revise Alteration Standard 4: Air Conditioning Units/Heat Pumps

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

**RESOLUTION 03-19-XX**  
**ALTERATION STANDARD 4:**  
**AIR CONDITIONING UNITS/HEAT PUMPS**

**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 4: Air Conditioning Units/Heat Pumps and,

**NOW THEREFORE BE IT RESOLVED**, June 18, 2019, that the Board of Directors of this Corporation hereby introduces Alteration Standard 4: Air Conditioning Units/Heat Pumps as attached to the official meeting minutes;

**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.

**JUNE 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 4: air conditioning units/heat pumps for 28-day review. Director Karimi seconded the motion.

Discussion ensued among the Directors.

The motion passed without objection to introduce the resolution for 28-day review.

12b. Entertain a Motion to Revise a Resolution for the Third Laguna Hills Mutual Communications Committee Charter

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

**RESOLUTION 03-19-65**  
**Third Mutual Hills Mutual Communications Committee Charter**

**WHEREAS** the Communications Committee has been established pursuant to Article VII Section 1 of the Bylaws of the Corporation;

**NOW THEREFORE BE IT RESOLVED**, June 18, 2019 that the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Communication Committee as follows:

1. Serve as liaison between the Third Laguna Hills Mutual ("Third") Board and the Village Management Services ("VMS") Communications Department.
2. Communicate Board approved policies and information through available media such as direct mailings, advertisements, e-mail newsletters, a Speakers Bureau, and the Internet.
3. Make recommendations to other Third committees and to the Third Board of Directors on matters related to areas of responsibility in this charter.
4. Develop appropriate public relations programs and policies that promote a positive image of Third and good relations among Laguna Woods Village residents and surrounding communities, as well as the public at large.
5. Perform such other duties related to areas of responsibility in this charter as may be assigned by the Third President or Third Board.

**RESOLVED FURTHER**, that Resolution 03-14-16, adopted February 18, 2014, is hereby superseded and cancelled; and

**RESOLVED FURTHER**; that the officers and agents of this Corporation are directed on behalf of the Corporation to carry out this Resolution.

Director Bruninghaus made a motion to revise the resolution for the Third Laguna Hills Mutual Communications Committee Charter. The motion was seconded by Director Jarrett.

Discussion ensued among the Directors.

Director Parsons called for the vote, and the motion passed unanimously.

### **13. Committee Reports**

- 13a. Report of the Finance Committee / Financial Report – Director Pearlstone presented the Treasurer's Report. Director Parsons commented on the Resale and Lease Activity Reports. He noted that both sales and average prices are up for the month of May. The Committee met on June 4, 2019; next meeting July 2, 2019, at 1:30 p.m. in the Board Room
- 13b. Report of the Architectural Controls and Standards Committee – Director Parsons reported on the last meeting. The Committee continues to update Third's Architectural Standards. There are only five standards left to review. The Committee met on May 27, 2019; next meeting June 24, 2019, at 9:30 a.m. in the Board Room
- 13c. Report of the Communications Committee – Director McCary and President diLorenzo reported that the Committee will start meeting quarterly. The Committee is working on the election, the year-end meeting, and new board member orientation. The Committee met on June 5, 2019; next meeting July 10, 2019.
- 13d. Report of the Maintenance and Construction Committee – Director diLorenzo and Director Carpenter reported that the Committee did not meet in June. The Committee met on May 6, 2019; next meeting July 1, 2019, at 1:00 p.m. in the Board Room.
  - Report of the Parking and Golf Cart Task Force – Director Parsons. The Task Force is looking for places to add additional parking. Director Parsons suggested that the policy on oversized vehicles should be changed. The Task Force did not meet in June, 2019; next meeting July 9, 2019 at 10:00 a.m. in the Sycamore Room.
- 13e. Report of the Landscape Committee – Director Jarrett reported from the last meeting. The Committee met on June 6, 2019; next meeting July 8, 2019, at 9:00 a.m. in the Board Room

- 13f. Report of the Water Subcommittee – Director Karimi. The Subcommittee met on June 11, 2019; next meeting July 10, 2019 at 10:00 a.m. in the Sycamore Room.
- 13g. Report of the Resident Policy and Compliance Task Force – Director Bruninghaus gave an update from the last meeting. The Task Force met on June 12, 2019; next meeting July 24, 2019, at 2:00 p.m. in the Board Room.

#### **14. GRF Committee Highlights**

- 14a. Community Activities Committee – Director Pearlstone reported that the Committee did not meet in June. The Committee met on May 9, 2019; next meeting July 11, 2019 at 1:30 p.m. in the Board Room.
- 14b. Finance Committee – Director Pearlstone reported on highlights from the last Committee meeting. The next committee will be June 19, 2019, at 1:30 p.m. in the Board Room.
- 14c. Landscape Committee – Director Jarrett reported on highlights from the last Committee meeting. The Committee met in May 15, 2019; next meeting August 14, 2019, at 1:30 p.m. in the Board Room .
- 14d. Maintenance & Construction Committee – Director Frankel reported on highlights from the last Committee meeting. The Committee met on June 12, 2019; next meeting August 14, 2019, at 9:30 a.m. in the Board Room.
- 14e. Report of the Village Energy Task Force – Director Frankel gave an update from the last meeting. The Task Force appointed Steve Leonard as Chair. The Task Force met on May 1, 2019; next meeting July 3, 2019, at 1:30 p.m. in the Board Room.
- 14f. Media and Communications Committee – Director McCary reported on highlights from the last Committee meeting. The Committee met on June 17, 2019; next meeting July 15, 2019, at 1:30 p.m. in the Board Room.
- 14g. Mobility and Vehicles Committee – Director Pearlstone reported on highlights from the last Committee meeting. The Committee met on June 5, 2019; next meeting August 7, 2019, at 1:30 p.m. in the Board Room.
- 14h. Security and Community Access Committee – Director Parsons gave an update from the last Committee meeting. The next committee meeting will be held on June 24, 2019, at 1:30 p.m. in the Board Room.
  - Disaster Preparedness Task Force – Director McCary reported on the last meeting. There will be a Good Neighbor barbecue on August 22. The Task Force met on May 28, 2019; next meeting July 30, 2019, 9:30 a.m. in the Board Room.

14i. Report of the Laguna Woods Village Traffic Hearings – Director McCary gave an update from the last meeting. The Traffic Hearings were held on May 15, 2019; next hearing will be tomorrow, June 19, 2019, at 9:00 a.m. in the Board Room. The afternoon session has been canceled.

**15. 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.*

15a. Presentation by Laguna Beach Animal Control regarding Coyotes, Snakes and Bees

15b. Amend Co-Occupancy Policy

15c. Parking Report

**16. Director's Comments**

- Several Directors wished the Corporate Secretary a happy birthday.
- Director Parsons thanked staff.
- Director Jarrett commented about the waste line remediation project.
- Director Karimi asked staff to look at the right-hand turn lane at Gate 1.

**17. Recess**

The Board recessed at 11:35 a.m. and reconvened in Executive Session at 12:05 p.m.

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

*During the May 21, 2019, Regular Executive Session, the Board:*

*Approved the Agenda*

*Approved the Following Meeting Minutes;*

*(a) April 2, 2019 – Special Closed Session (Legal/Contractual Matters)*

*(b) April 16, 2019 – Regular Executive Session*

*Wrote off Delinquent Assessments for Member ID 931-350-85*

*Approved Notice of Sale against Member ID 931-591-35*

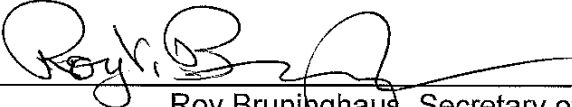
*Discussed and Considered Member Matters*

*Discussed and Considered Legal and Litigation Matters*

*Discussed and Considered Contractual Issues*

**19. Adjourn**

With no further business to come before the Board of Directors, the meeting was adjourned at 3:30 p.m.

  
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Roy Bruninghaus, Secretary of the Board  
Third Laguna Hills Mutual