



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

**Tuesday, December 17, 2019 - 9:30 a.m.
Laguna Woods Village Community Center Board Room 24351 El Toro Road,
Laguna Woods, California**

Directors Present: Steve Parsons, Annie McCary, Cush Bhada, Lynn Jarrett, Jon Pearlstone, John Frankel, Reza Karimi, Ralph Engdahl and Robert Mutchnick

Directors Absent: Craig Wayne

Staff Present: Jeff Parker, CEO, Siobhan Foster, Eileen Paulin, Ernesto Munoz, Cheryl Silva, and Grant Schultz

Others Present:

1. Call meeting to order / Establish Quorum

Steve Parsons, 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 9:35 a.m.

2. Pledge of Allegiance

President Parsons led the Membership in the Pledge of Allegiance.

3. Acknowledge Media

President Parsons acknowledged the presence of the media.

4. Approval of Agenda

Director Engdahl made a motion to approve the agenda as presented. Director Mutchnick seconded the motion.

President Parsons requested to remove agenda items 13d. Nuisance Policy and 13e. Harassment Policy from the agenda and made revisions to agenda item 11d. Committee Appointments.

President Parsons called for the vote on the agenda as amended and the motion passed unanimously.

5. Approval of Minutes

a. November 19, 2019 – Regular Open Meeting

Director Karimi made a motion to approve the November 19, 2019—Regular Open Meeting as presented. Director Mutchnick seconded the motion.

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

6. Report of the Chair

President Parsons wished everyone Happy Holidays and thanked everyone involved with helping the Board and residents.

7. Third Mutual Board Director Candidate Appointment (Term Ending 2020)

Candidate Nomination Period has been extended to January 15, 2020. Applications and candidate statements are due to the Corporate Secretary by 5:00 p.m. on January 15, 2020.

8. Open Forum

Several Members spoke about various issues:

- A Member commented about the letter sent to a Member by the attorney;
- A Member commented about the investigation of a Member's behavior;
- A Member commented about a problem with water backing-up in her sink. Requested reimbursement of her medical expenses;
- A Member encouraged Members to donate to the Village Community Fund for projects in the community;
- A Member commented about the Laguna Woods Foundation and the benefits that donations provide.

9. Responses to Open Forum Speakers

Board Members responded to the Members' concerns and requests:

- President Parsons responded about the Member discipline process, asked staff to schedule a meet and confer with the Member with the plumbing problem and thanked the Member for their contribution to the Village Community Fund.

10. CEO Report

Jeff Parker, CEO, and Siobhan Foster, COO, reported on the following subjects:

- Update on Strategic Planning Goals and Objectives;
- Wished everyone happy holidays;
- Monthly Bulky Trash Item Collection Schedule is posted on the website. Bulky items can be placed by your nearest trash enclosure the night prior no later than

7:00 a.m. on the third Saturday of each month;

- Landscape picks up curbside live trees and recycles them into mulch for use throughout the Village. Trees will be picked up on Fridays starting December 27;
- The holiday hours at VMS and GRF facilities are posted on the website;
- Holiday transportation schedule is available on the website;
- Window decals for Village vehicles for 2020 will be mailed to residents soon;
- 31 RV parking spaces are available;
- Transportation enhancements will begin in January 2020. Two important informational meetings will be held in December for the new Transportation services coming to the Village in January: Tuesday, December 17, 1:00 p.m. at the Towers Lortscher Hall and Wednesday, December 18, 10:00 a.m. at Clubhouse 1 Main Lounge;

11. Consent Calendar

11a. Landscape Committee Recommendations:

- (1) Recommend to Approve a Request to Retain Non-/Standard Landscape (3456-B Bahia Blanca W.)

RESOLUTION 03-19-122
APPROVE THE REQUEST TO RETAIN NON-STANDARD
LANDSCAPE 3456-B BAHIA BLANCA W.

WHEREAS, on December 5, 2019, the Landscape Committee reviewed a request from the Members at 3456-B for permission to retain, after the fact, non-standard landscape in an area adjacent to the manor, at the expense of the requestor and;

WHEREAS, the Committee recommended approving the request to retain the non-standard landscaping located in an area adjacent to 3456-B Bahia Blanca W. with the following conditions:

- All costs for design, construction, and maintenance of the improvement are the responsibility of the Property's Member Owners at 3456-B.
- Requesting Members understand that the area will remain Common Area subject to the use and passage of all members of Third Mutual.
- Compliance Division is informed of this decision.

NOW THEREFORE BE IT RESOLVED, December 17, 2019, the Board of Directors approves the request to retain, after the fact, non-standard landscape in an area adjacent to the manor, at the expense of the requestor, with the conditions indicated above;

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

(2) Recommend to Approve Landscape Alteration Request (3226-B Via Carrizo)

RESOLUTION 03-19-123
APPROVE THE REQUEST FOR LANDSCAPE REVISION
3226-B VIA CARRIZO

WHEREAS, on December 5, 2019, the Landscape Committee reviewed a request from the Member at 3226-B, to revise the standard landscape. The request is to install artificial turf adjacent to the manor, at the expense of the requestor and;

WHEREAS, the Committee recommended approving the request to install artificial turf located in an area adjacent to 3226-B Via Carrizo with the following conditions:

- That all costs for design, construction, and maintenance of the improvement are the responsibility of the Property's Member Owner at 3226-B.
- The requesting Members understand that the area will remain Common Area subject to the use and passage of all members of Third Mutual.
- Staff will return the sprinklers to a small planter area adjacent to the manor.

NOW THEREFORE BE IT RESOLVED, December 17, 2019, the Board of Directors approves the request for a revision to the landscaping to install artificial turf adjacent to the manor, at the expense of the requestor, with the conditions indicated above;

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

(3) Receive and File -- Updated Landscape Manual

11b. Finance Committee Recommendations:

(1) Recommendation to Approve a Resolution to Record Lien against Member ID# 931-630-83:

RESOLUTION 03-19-124
RECORDING OF A LIEN

WHEREAS, Member ID 931-630-83; 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, December 17, 2019, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-630-83 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) Recommendation to Approve a Resolution to Record Lien against Member ID# 934-902-51:

RESOLUTION 03-19-125
RECORDING OF A LIEN

WHEREAS, Member ID 934-902-51; 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, December 17, 2019, that the Board of Directors hereby approves the recording of a Lien for Member ID 934-902-51 and;

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

- (3) Recommendation to Approve a Resolution to Record Lien against Member ID# 933-611-77:

RESOLUTION 03-19-126
RECORDING OF A LIEN

WHEREAS, Member ID 933-611-77; 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, December 17, 2019, that the Board of Directors hereby approves the recording of a Lien for Member ID 933-611-77 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.

- (4) Recommendation to Approve a Resolution to Record Lien against Member ID# 932-200-23:

RESOLUTION 03-19-127
RECORDING OF A LIEN

WHEREAS, Member ID 932-200-23; 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, December 17, 2019, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-200-23 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.

- (5) Recommendation to Approve a Resolution to Record Lien against Member ID# 933-200-62:

RESOLUTION 03-19-128
RECORDING OF A LIEN

WHEREAS, Member ID 933-200-62; 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, December 17, 2019, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-200-62 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.

- 11c. Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual financials for the month of November 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.
- 11d. Resolution to Update Third Mutual and GRF Committee Appointments

RESOLUTION 03-19-129
Third Mutual Committee Appointments

RESOLVED, December 17, 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

John Frankel
Lynn Jarrett
Ralph Engdahl
Robert Mutchnick
Craig Wayne, Alternate
Annie McCary, Alternate
Voting Advisors: Mike Butler and Mike Plean
Staff Advisor: Siobhan Foster

Communications Committee

Annie McCary, Chair
Bunny Carpenter
Lynn Jarrett
Reza Karimi
Robert Mutchnick
Craig Wayne, Alternate

Executive Hearing Committee

Annie McCary, Chair
Reza Karimi
Ralph Engdahl
Robert Mutchnick
Cush Bhada, Alternate
Bunny Carpenter, Alternate
Craig Wayne, Alternate
John Frankel, Alternate

Finance (Committee of the Whole)

Jon Pearlstone, Chair
Steve Parsons, Co-Chair
Craig Wayne
Non-Voting Advisors: John Hess, Wei-Ming Tao

Investment Task Force

Jon Pearlstone
Wei-Ming Tao
Craig Wayne, Alternate

Garden Villa Recreation Room Subcommittee (Quarterly)

Lynn Jarrett, Chair
Jon Pearlstone, Co Chair
Cush Bhada
Craig Wayne, Alternate
Voting Advisors: Sharon Molineri, Stuart Hack, Randy Scott

Landscape

Lynn Jarrett, Chair
Jon Pearlstone, Co-Chair
Cush Bhada
Reza Karimi
Annie McCary
Ralph Engdahl, Alternate
John Frankel, Alternate
Bunny Carpenter, Alternate
Advisors: Vacant, Cindy Baker

Maintenance and Construction

Cush Bhada, Chair
Steve Parsons, Alternate Co-Chair
Bunny Carpenter
John Frankel
Jon Pearlstone
Craig Wayne
Reza Karimi, Alternate
Ralph Engdahl, Alternate
Advisor: Vacant

New Resident Orientation

Per Rotation List

Water Conservation Committee (Quarterly)

Reza Karimi, Chair
Cush Bhada
Lynn Jarrett
John Frankel
Ralph Engdahl
Craig Wayne, Alternate
Robert Mutchnick, Alternate
Advisor: Katheryn Freshley

Parking & Golf Cart Task Force

Steve Parsons, Chair
John Frankel
Bunny Carpenter
Lynn Jarrett
Ralph Engdahl
Craig Wayne, Alternate
Advisors: Hal Horne

Resident Policy and Compliance Task Force

Lynn Jarrett, Chair
Reza Karimi, Co-Chair
~~Annie McCary~~
~~Bunny Carpenter~~
Steve Parsons
Robert Mutchnick
Ralph Engdahl, Alternate
Cush Bhada, Alternate
Voting Advisors: Stuart Hack, ~~Cindy Baker~~

Energy Task Force

John Frankel
Cush Bhada
Ralph Engdahl, Alternate
Reza Karimi, Alternate
Craig Wayne, Alternate
Advisors: Sue Stephens, Bill Walsh

RESOLVED FURTHER, that Resolution 03-19-105, adopted October 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 03-19-130
GRF Committee Appointments

RESOLVED, October 15, 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

Jon Pearlstone
Steve Parsons
Lynn Jarrett, Alternate

Community Activities Committee

Cush Bhada
Annie McCary
Jon Pearlstone, Alternate
Craig Wayne, Alternate
~~Bunny Carpenter, Alternate~~

Finance Committee

Jon Pearlstone
~~Steve Parsons~~
Robert Mutchnick, Alternate
~~Bunny Carpenter, Alternate~~
Reza Karimi, Alternate

Purchasing Ad Hoc Committee (new)

Jon Pearlstone
Cush Bhada
Robert Mutchnick, Alternate

Landscape Committee

Lynn Jarrett
Reza Karimi
Ralph Engdahl, Alternate

Maintenance and Construction Committee

Cush Bhada
Jon Pearlstone
John Frankel, Alternate
Craig Wayne, Alternate
~~Bunny Carpenter, Alternate~~
Robert Mutchnick, Alternate

PAC Task Force

Jon Pearlstone
Cush Bhada
John Frankel, Alternate
Steve Parsons, Alternate

Media and Communication Committee

Annie McCary
Lynn Jarrett
Craig Wayne, Alternate

Mobility and Vehicles Committee

Craig Wayne
John Frankel
Cush Bhada, Alternate
Jon Pearlstone, Alternate

**Security and Community Access
Committee**

Reza Karimi, Alternate
Robert Mutchnick
John Frankel
Ralph Engdahl, Alternate
Steve Parsons, Alternate

Disaster Preparedness

Annie McCary
John Frankel
Ralph Engdahl, Alternate
Craig Wayne, Alternate

Laguna Woods Village Traffic Hearings

Craig Wayne
Robert Mutchnick
John Frankel
Annie McCary, Alternate
Ralph Engdahl, Alternate

RESOLVED FURTHER, that Resolution 03-19-106, adopted October 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.

Director McCary made a motion to approve the consent calendar as amended. Director Jarrett seconded the motion and the motion passed unanimously.

12. Unfinished Business

12a. Entertain a Motion to Adopt a Resolution to Revise the Alterations Fee Schedule

Director Jarrett presented a summary of the following resolution:

RESOLUTION 03-19-131
ALTERATION/VARIANCE PROCESSING FEE POLICY

WHEREAS, alteration and variance requests require significant staff time for proper processing, including research, report preparation, and then presentation to the appropriate committee and then the Board; and

WHEREAS, in order to offset administrative costs associated with processing variance requests, which is often followed by multiple resubmittals, and can be followed by an appeal to the Board as mandated in accordance with Resolution 03-13-105; and

WHEREAS, the Mutual currently charges a \$35 fee for a Mutual Consent and a \$150 fee for a Variance; and

WHEREAS, the new alteration fee schedule will be increased to better align the fees with the administrative time required to process said manor alterations; and

WHEREAS, the Board realizes that the current fee schedule does not appropriately cover staff time.

NOW THEREFORE BE IT RESOLVED, December 17, 2019, to partially offset administrative costs associated with processing alteration and variance requests, the Board of Directors of this Corporation hereby revise the alteration and inspection fees as attached to the official minutes of this meeting; the Variance request processing fee will remain at \$150; and

RESOLVED FURTHER, October 20, 2017, that Resolution 03-17-120 adopted October 20, 2017 is hereby superseded and cancelled; and

RESOLVE 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.

OCTOBER initial notification-NOVEMBER revised notification – 28-day notification for Member review and comment to comply with Civil Code §4360 has been satisfied.

Director Jarrett made a motion to approve a revised resolution and increase fees associated with manor alterations requests in order to partially offset the costs incurred for the services provided by the Manor Alterations Division. Director McCary seconded the motion.

Discussion ensued among the Directors.

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

12b. Entertain a Motion to Adopt a Resolution for Revised Alteration Standard 28: Soft Water Units

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-19-132

REVISED ALTERATION STANDARD 28: SOFT WATER UNITS

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 28: Soft Water Units and,

NOW THEREFORE BE IT RESOLVED, December 17, 2019, that the Board of Directors of this Corporation hereby revises Alteration Standard 28: Soft Water Units as attached to the official meeting minutes; 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 as written.

NOVEMBER Initial Notification
28-Day notification for Member review and comment to comply with Civil Code §4360
has been satisfied.

Director Jarrett made a motion to adopt a resolution to revise Alteration Standard 28: Soft Water Units. Director Bhada seconded the motion.

Discussion ensued among the Directors.

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

12c. Entertain a Motion to Adopt a Resolution for Revised Alteration Standard 42: Ramps

RESOLUTION 03-19-133

REVISED ALTERATION STANDARD 42: RAMPS

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend a policy to address the proper installation and maintenance of Ramps;

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard 42: Ramps and,

NOW THEREFORE BE IT RESOLVED, December 17, 2019, that the Board of Directors of this Corporation hereby revises Alteration Standard 42: Ramps as attached to the official meeting minutes; 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.

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

Director Jarrett made a motion to adopt a resolution to revise Alteration Standard 42: Ramps. Director Karimi seconded the motion.

Discussion ensued among the Directors.

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

12d. Entertain a Motion to Adopt a Resolution for Garden Villa Mailroom Flooring Replacement Material

RESOLUTION 03-19-134
GARDEN VILLA MAILROOM FLOORING
REPLACEMENT MATERIAL

WHEREAS, the flooring in all 53 Garden Villa mailrooms were evaluated and were found to have varying degrees of wear and damage; and

WHEREAS, the Mutual does not have a reserve replacement program for mailroom tile flooring and currently only performs repairs as needed; and

WHEREAS, the Third Mutual Maintenance & Construction Committee of this Corporation is recommending the Board approve ceramic tile as the replacement flooring material in Garden Villa mailrooms; and

WHEREAS, glazed ceramic tile is an ideal material for use as mailroom flooring, which are high traffic areas; ceramic tile is water-resistant, durable, easy to maintain, affordable, and their resistance to allergens make it an appropriate material for use in an area with humid conditions.

NOW THEREFORE BE IT RESOLVED, December 17, 2019 that the Board of Directors of this Corporation hereby authorize glazed ceramic tile as the replacement flooring material in Garden Villa mailrooms; and

RESOLVED FURTHER, replacement of the floor tiles in the mailrooms will be completed in conjunction with the mailroom renovations as needed using a glazed ceramic tile similar in color and design so as to match existing flooring & paint colors in both the elevators and lobbies; and

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

NOVEMBER Initial Notification
28-Day notification for Member review and comment to comply with Civil Code §4360 has been satisfied.

Director Jarrett made a motion to adopt a resolution for Garden Villa Mailroom flooring replacements. Director Bhada seconded the motion.

Discussion ensued among the Directors.

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

13. New Business

- 13a.** Recommendation to Deny Off Schedule Tree Trimming Request (5358-O Algarrobo) One Red Ironbark, Three Indian Laurel Fig and One Carrotwood Tree.

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-19-135
DENY THE OFF-SCHEDULE TRIMMING REQUEST
OF ONE RED IRONBARK, THREE INDIAN LAUREL FIGS, AND ONE
CARROTWOOD 5358-O ALGARROBO

WHEREAS, on December 5, 2019, the Landscape Committee reviewed a request from the Member at 5358-O for the off schedule trimming of one Red Ironbark tree, three Indian Laurel Fig trees, and one Carrotwood tree. The request cited the reasons as overgrown, view obstruction, blocks sunlight, and interference with the balcony;

WHEREAS, the Committee recommended denying the request for the off schedule trimming of one Red Ironbark tree, three Indian Laurel Fig trees, and one Carrotwood tree located at 5358-O Algarrobo and to trim them on

schedule due to the fact that view obstruction is not a reason for trimming and these trees are scheduled for trimming in the next fiscal year;

NOW THEREFORE BE IT RESOLVED, December 17, 2019, the Board of Directors hereby denies the off schedule trimming of one Red Ironbark tree, three Indian Laurel Fig trees, and one Carrotwood tree located at 5358-O, and;

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

Director Jarrett made a motion to deny the off schedule tree trimming request. The motion was seconded by Director Mutchnick.

Discussion ensued among the Directors.

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

13b. Entertain a Motion to Introduce a Resolution to Approve a Species-Based Tree Trimming Program

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-20-XX
SPECIES-BASED TREE TRIMMING POLICY

WHEREAS, the Board of Directors recognizes that many policies and services have been implemented by way of practice over the years but not formally documented;

WHEREAS, the current tree trimming schedule is based on an inspection based rotation in which trees are inspected every 34 months to determine the necessity of trimming on an individual tree basis;

WHEREAS, some tree species require trimming more frequently than every 34 months and some less frequently, which has led to inefficiencies and an increased amount of service requests and storm damage;

WHEREAS, Third Mutual maintains over 12,000 trees with 224 different species, each having different growth rates;

WHEREAS, Staff has determined that using a species basis to determine the tree trimming schedule would reduce the inefficiencies and service request trims;

NOW THEREFORE BE IT RESOLVED, [DATE], that the Board of Directors hereby adopts the species-based trimming cycles 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.

DECEMBER 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 Jarrett made a motion to introduce a resolution for a species-based tree maintenance program for 28-day review. The motion was seconded by Director Pearlstone.

Discussion ensued among the Directors.

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

13c. Entertain a Motion to Approve a Resolution for Resident Policy and Compliance Task Force to Committee Charter

Director Jarrett presented a summary of the following resolution:

RESOLUTION 03-20-136
RESIDENT POLICY AND COMPLIANCE COMMITTEE CHARTER

WHEREAS, pursuant to Bylaws, Article VII, Section 1, the Resident Policy and Compliance Committee is established as a standing committee of this Corporation for the purpose of reviewing the governing documents for clarity, legality and current applicability; and

WHEREAS, pursuant to Bylaws, Article VII, Section 7.1.3.1, Committee Advisors shall have voting rights;

NOW THEREFORE BE IT RESOLVED, December 17, 2019 that the Board of Directors of this Corporation hereby assigns the following procedures for this Committee as follows:

I. Committee Members

1. The Board of Directors shall appoint the Resident and Compliance Committee Chair;
2. The Committee shall consist of no more than 5 directors and 3 advisors, all will be voting members appointed by the Board of Directors upon recommendation of the Committee Chair;
3. A Committee Member absent from three consecutive, regularly scheduled meetings shall no longer qualify for the Committee, unless excused by the Chair.

II. Responsibilities

This Committee shall serve at the direction of and at the pleasure of the Board of Directors. The primary responsibility of the Committee is to recommend general and specific actions related to the governing documents for the Boards approval and implementation.

1. The Committee's scope includes assuring that the governing documents are consistent with the Bylaws, CC&Rs and other governing documents, as well as current federal, state and local laws;
2. Review all governing documents and make recommendations to the Board of Directors regarding proposed revisions to the governing documents;
3. Consult, as appropriate and upon Committee approval, with Corporate Counsel;
4. Perform such additional functions as may be assigned or referred to this Committee by the President as well as those that are necessary and prudent to fulfill the Committee's duties and responsibilities.
5. Function as an advisory and liaison body to the managing agent in matters pertaining to governing document changes/implementation and coordinate these matters with other standing committee having related concerns.

RESOLVED FURTHER, the Resident Policy and Compliance Task Force will now be known as the Resident Policy and Compliance Committee from henceforth;

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

Director Jarrett made a motion to approve a resolution changing the Resident Policy and Compliance Task Force to a Committee Charter. Motion was seconded by Director Bhada.

Discussion ensued among the Directors.

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

The following item was removed by the Board:

13d. Entertain a Motion to Introduce a Resolution for Nuisance Policy

The following item was removed by the Board:

13e. Entertain a Motion to Introduce a Resolution for Harassment Policy

13f. Entertain a Motion to Introduce a Resolution for Internal Dispute Policy

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-20-XX
INTERNAL DISPUTE RESOLUTION

WHEREAS, Civil Code §5910 establishes requirements for Internal Dispute Resolution meetings; and

WHEREAS, the Board recognizes the need to revise the Internal Dispute Resolution to include a time frame for reaching a resolution; and

NOW THEREFORE BE IT RESOLVED; [DATE], 2020, that the Board of Directors of this Corporation hereby approves the revised Internal Dispute Resolution, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 03-15-85 adopted June 16, 2015 is hereby superseded in its entirety and cancelled;

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.

DECEMBER 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 Jarrett made a motion to introduce a resolution revising the Internal Dispute Resolution to include a time frame to complete the matter for 28-day review. The motion was seconded by Director Bhada.

Discussion ensued among the Directors.

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

13g. Entertain a Motion to Approve Street Light Fixtures for the LED Conversion Project.

Director Jarrett made a motion, seconded by Director Pearlstone.

Discussion ensued among the Directors.

Ernesto Munoz, Director of Maintenance and Construction, answered questions from the Board.

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

14. Committee Reports

14a. Report of the Finance Committee / Financial Report – Director Pearlstone. The Committee met on December 3, 2019; next meeting January 7, 2020, at 1:30 p.m. in the Board Room.

- (1) Treasurer's Report
- (2) Third Finance Committee Report
- (3) Resales/Leasing Reports

14b. Report of the Architectural Controls and Standards Committee – Director Parsons reported on the last meeting. The Committee continues to update Third's Architectural Standards. The Committee met on December 3, 2019; next meeting January 27, 2020, at 9:30 a.m. in the Board Room.

14c. Report of the Communications Committee – Director McCary -- The Committee met on October 9, 2019; next meeting will be held on April 8, 2020, at 1:30 p.m. in the Willow Room.

14d. Report of the Maintenance and Construction Committee – Director Bhada. The Committee has been working on street lighting. The Committee met on November 4, 2019 and had a Special Meeting on December 11, 2019; next meeting January 6, 2020 at 1:30 p.m. in the Board Room.

- Report of the Parking and Golf Cart Task Force – Director Parsons. The Task Force has been working on parking in the Wedding Cake area. The Task Force met on July 9, 2019; next meeting January 6, 2020 at 9:30 a.m. in the Sycamore Room.
- 14e.** Report of the Landscape Committee – Director Jarrett reported from the last meeting. The Committee met on December 5 2019; next meeting January 2, 2020, at 9:30 a.m. in the Board Room.
- 14f.** Report of the Water Subcommittee – Director Karimi. The Subcommittee met on October 9, 2019; next meeting TBA.
- 14g.** Report of the Resident Policy and Compliance Task Force – Director Jarrett. The Task Force met on December 2, 2019; next meeting January 15, 2020 at 1:30 p.m. in the Board Room.
- 14h.** Report of the Village Energy Task Force – Director Frankel. The Task Force met on September 4, 2019; next meeting January 10, 2020, at 1:30 p.m. in the Board Room. CEO Jeff Parker commented on the changes to the Task Force.
- 15. GRF Committee Highlights**
- 15a.** Community Activities Committee – Director Bhada reported on highlights from the last Committee meeting. The Committee met on November 14, 2019; next meeting January 9, 2020 at 1:30 p.m. in the Board Room.
- 15b.** Finance Committee – Director Pearlstone reported on highlights from the last Committee meeting. The Committee met on October 23, 2019; next meeting December 18, 2019 at 1:30 p.m. in the Board Room.
- 15c.** Landscape Committee – Director Enghahl reported on highlights from the last Committee meeting. The Committee met on October 9, 2019; next meeting will be on February 12, 2020 at 9:30 a.m. in the Board Room.
- 15d.** Maintenance & Construction Committee – Director Frankel reported on highlights from the last Committee meeting. The Committee met on October 9, 2019; next meeting February 12, 2020, at 9:30 a.m. in the Board Room.
- PAC Renovation Ad Hoc Committee – Director Pearlstone. The Committee met on December 12, 2019.
- 15e.** Media and Communications Committee – Director McCary reported on highlights from the last Committee meeting. The Committee met on December 16, 2019; next meeting January 21, 2020, at 1:30 p.m. in the Board Room.

15f. Mobility and Vehicles Committee – Director Frankel reported on highlights from the last Committee meeting. The Committee met on November 27, 2019; next meeting February 5, 2020, at 1:30 p.m. in the Board Room.

15g. Security and Community Access Committee – Director Mutchnick gave an update from the last Committee meeting. The Committee met on October 28, 2019; next meeting January 20, 2020, at 1:30 p.m. in the Board Room.

- Disaster Preparedness Task Force – Director McCary reported on the last meeting. The Task Force met on November 26, 2019; next meeting January 28, 2020, at 9:30 a.m. in the Board Room.

15h. Report of the Laguna Woods Village Traffic Hearings – Director Frankel gave an update from the last meeting. The Traffic Hearings were held on November 20, 2019; next hearing will be December 18, 2019, at 9:00 a.m. in the Board Room and 1:00 p.m. in the Sycamore Room.

16. Future Agenda Items – *All matters listed under Future Agenda Items are items for a future Board Meetings. The Board will take action on these items at a future Board Meeting.*

16a. Parking Report

16b. Census Report

16c. HOA Election Law Update

16d. Member in Good Standing Policy (September initial notification)

16e. Alternative Heat Source Policy (August initial notification—September postponed)

16f. Resident Suggestion Program

16g. Businesses owning property within Laguna Woods Village

16h. Smoke Free Building Program

16i. Nuisance and Harassment Policies

17. Director's Comments

- Several Directors wished everyone Happy Holidays and Happy New Year;
- Director Frankel encouraged residents to apply to be on the Board;
- Several Directors thanked staff for their good work;

18. Recess

The Board recessed at 11:06 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 October, 2019, Regular Executive Session, the Board:

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

During the October, 2019, Regular Executive Session, the Board:

Approved the Agenda

Approved the Following Meeting Minutes;

(a) October 22, 2019 – Special Closed Meeting

(b) November 7, 2019 – Special Closed Session

(c) November 19, 2019 – Regular Closed Session

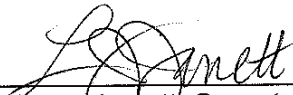
Discussed and Considered Member Matters

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 3:00 p.m.



Lynn Jarrett, Secretary of the Board
Third Laguna Hills Mutual