



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

**Tuesday, April 21, 2020 - 9:30 a.m.
Laguna Woods Village Virtual Meeting
24351 El Toro Road
Laguna Woods, California**

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

Directors Absent: None

Staff Present: Jeff Parker CEO, Siobhan Foster, Betty Parker, Kurt Wiemann, Becky Jackson, Cheryl Silva and Grant Schultz

Others Present: KMPG Auditor Mark Thomas

1. Call meeting to order / Establish Quorum

Steve Parsons, President of the Corporation, chaired and opened the meeting stating 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

Ralph Engdahl led the Membership in the Pledge of Allegiance.

3. Acknowledge Media

The Village Television Camera Crew, by way of remote cameras, was acknowledged as present.

4. Approval of Agenda

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

Directors made requests to add/remove the following agenda items:

- Director Mutchnick requested to move agenda item 10a to unfinished business to discuss the that the fence material.
- Director Gibson asked about the committee assignments.

By consensus, the agenda was approved as amended and the motion passed unanimously.

5. Approval of Minutes

a. February 18, 2020—Regular Open Meeting Minutes

Director Karimi made a motion to approve the February 18, 2020, Regular Open Meeting minutes as presented. Director Mutchnick seconded the motion.

By consensus, the February 18, 2020 regular meeting minutes were approved.

6. Report of the Chair

President Parsons thanked everyone that helped with the Ayres Hotel situation and commented about the recent changes in Laguna Woods Village because of COVID-19. "We will get through this together," stated President Parsons.

7. Open Forum

Several Members spoke about various issues:

- A Member asked about the 7 COVID-19 cases in Laguna Woods Village;
- A Member asked that the Architectural Controls and Standards Committee Meeting minutes be revised and requested to speak at the next meeting of that committee;
- A Member commented about the need to wear face masks and help residents sew masks for the community;
- A Member asked if the extra funds would be used to upgrade our infrastructure;
- A Member commented that a painting crew left a paint container near their manor;
- A Member commented about action approved by unanimous consent.

8. Responses to Open Forum Speakers

Board Members responded to the Members' concerns and requests.

- Jeff Parker-CEO commented about the reporting requirement of COVID-19 cases according to the County of Orange and HIPPA laws. County of Orange recommends that face masks be worn when out in public. Residents riding the bus are required to wear a face mask. All employees are required to wear a mask;
- Siobhan Foster-COO commented that staff is looking into the procedure of paint cans left in the community collecting standing water;

- Director Parsons thanked the residents for their input.

9. CEO Report

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

- Thanks to the efforts of the Community, Staff and the Attorney, the Ayres Hotel reversed their decision to lease the hotel to the County of Orange to house homeless individuals that tested positive for COVID-19;
- The County of Orange is recommending that everyone wear masks when in public to slow the spread of COVID-19. Residents riding the bus must wear a mask. Masks have been provided to all employees. Staff will be distributing masks to the Community.
- Gave an update on the number of COVID-19 cases in our area and in Laguna Woods Village. Staff will continue to monitor the situation and is working with the County of Orange County Health Care Agency. Residents are encouraged to practice healthy hygiene habits, for Health Updates residents can call 800-564-8448.
- Two vehicles were recently stolen in the community. Director of Security is working with the Sheriff's department on getting additional protocol in the community. Reminded residents to lock their cars.
- Working with operations and evaluating opening outdoor activities.
- Looking into stimulus packages that are offered by the Government.
- Looking into lower insurance rates because of decrease in vehicle use.
- Tomorrow morning there will be a lane closure to remove a large tree.
- Because of the recent rain, Orange County Mosquito and Vector Control encouraged resident to remove any standing water near their manor to help control mosquito larva from hatching.
- Residents are encouraged to complete the 2020 Census.
- Village Breeze magazine for May and June will be mailed out to residents shortly.

Director Wayne asked about how resident sign new forms under the new regulations. He asked about gate entry confusion of finding residents in the kiosk system and asked if residents could jog on the golf course.

CEO Jeff Parker asked residents to not jog on the golf course. He will look at opening more outdoor activities in the near future.

Director Mutchnick asked about the stolen vehicles.

Director Engdahl asked about closing escrows, handling inspections and obtaining permits.

10. Consent Calendar

10a. Architectural Control and Standards Committee Recommendations:

This item was moved to Unfinished Business.

10b. Landscape Committee Recommendations:

- (1) Recommend to Approve Tree Removal Request: 2272-B Via Mariposa East (Baskin) – One Star Pine tree

RESOLUTION 03-20-19
APPROVE THE REQUEST FOR REMOVAL OF
ONE STAR PINE TREE – 2272-B VIA MARIPOSA EAST

WHEREAS, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149, Tree Removal Guidelines:

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

WHEREAS, on March 5, 2020, the Landscape Committee reviewed a request for removal of one Star Pine tree. The request was received from the Member at 2272-B who cited the reasons as litter/debris, poor condition, and large branches continue to fall on the sidewalk and;

WHEREAS, the Committee determined that the tree meets the guidelines established in Resolution 03-11-149 and recommends approving the request for the removal of Star Pine tree located at 2272-B Via Mariposa E.

NOW THEREFORE BE IT RESOLVED, April 21, 2020, the Board of Directors approves the request for the removal of one Star Pine tree located at 2272-B;

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 Tree Removal Request: 3166-A Alta Vista (Katz) – One Indian Laurel Fig

RESOLUTION 03-20-20
**APPROVE THE REQUEST FOR REMOVAL OF
ONE INDIAN LAUREL FIG – 3166-A ALTA VISTA**

WHEREAS, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149, Tree Removal Guidelines:

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

WHEREAS, on March 5, 2020, the Landscape Committee reviewed a request for removal of one Indian Laurel Fig tree. The request was received from the Member at 3166-A who cited the reasons as overgrown, the dropping of numerous berries, and roots growing close to the manor and;

WHEREAS, the Committee determined that the tree meets the guidelines established in Resolution 03-11-149 and recommends approving the request for the removal of one Indian Laurel Fig tree located at 3166-A Alta Vista.

NOW THEREFORE BE IT RESOLVED, April 21, 2020, the Board of Directors approves the request for the removal of one Indian Laurel Fig tree located at 3166-A;

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

10c. Finance Committee Recommendations:

- (1) Ratify a Decision to Award a Contract to Association Reserves, Inc. for the 2021 Reserve Study Update

- (2) Approval of Resolution to Record Lien against Member ID# 931-350-34

RESOLUTION 30-20-21
RECORDING OF A LIEN

WHEREAS, Member ID 61-350-34; is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, April 21, 2020, that the Board of Directors hereby approves the recording of a Lien for Member ID 931-350-34 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) Approval of Resolution to Record Lien against Member ID# 932-210-23

RESOLUTION 30-20-22
RECORDING OF A LIEN

WHEREAS, Member ID 932-210-23; 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, April 21, 2020, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-210-23 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.

- (4) Approval of Resolution to Record Lien against Member ID# 932-310-40

RESOLUTION 30-20-23
RECORDING OF A LIEN

WHEREAS, Member ID 932-310-40; is currently delinquent to the Third Laguna Hills Mutual with regard to the monthly assessment; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, April 21, 2020, that the Board of Directors hereby approves the recording of a Lien for Member ID 932-310-40 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.

- 10d.** Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual preliminary financials for the month of February 2020, and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code §5501.
- 10e.** Termination of Third Laguna Hills Mutual Participation on Village Energy Task Force and Replacement with Energy Research Group
- 10f.** Resolution to Revise the Third/GRF Committee Assignments

RESOLUTION 03-20-24
Third Mutual Committee Appointments

RESOLVED, April 21, 2020 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
Voting Advisors: Mike Butler and Mike Plean
Staff Advisor: Siobhan Foster

Communications Committee

Annie McCary, Chair
Lynn Jarrett
Reza Karimi
Doug Gibson
Steve Parsons, Alternate

Executive Hearing Committee

Annie McCary, Chair
Ralph Engdahl, Co-Chair
Robert Mutchnick
Doug Gibson
Steve Parsons, 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
Doug Gibson
Craig Wayne, Alternate
Voting Advisors: Sharon Molineri, Stuart Hack, Randy Scott

Landscape Committee

Lynn Jarrett, Chair
Jon Pearlstone, Co-Chair
Cush Bhada
Reza Karimi
Annie McCary

Ralph Engdahl, Alternate
Advisor: Cindy Baker

Maintenance and Construction Committee

Cush Bhada, Chair
Robert Mutchnick, Co-Chair
~~Steve Parsons~~
John Frankel
Jon Pearlstone
Craig Wayne
Reza Karimi, Alternate
Ralph Engdahl, Alternate

New Resident Orientation

Per Rotation List

Water Conservation Committee (Quarterly)

Reza Karimi, Chair
Lynn Jarrett
Robert Mutchnick
John Frankel
Ralph Engdahl
Doug Gibson, Alternate
Advisors: Katheryn Freshley, Kay Havens

Parking & Golf Cart Task Force

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

Resident Policy and Compliance Task Force

Lynn Jarrett, Chair
Reza Karimi, Co-Chair
Steve Parsons
Robert Mutchnick
Ralph Engdahl
Cush Bhada, Alternate
Voting Advisor: Stuart Hack

Energy Research Group

Cush Bhada
John Frankel
Ralph Engdahl

Reza Karimi, Alternate
Advisors: Sue Stephens, Bill Walsh

RESOLVED FURTHER, that Resolution 03-20-15, adopted February 18, 2020, 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 03-20-25
GRF Committee Appointments

RESOLVED, April 21, 2020 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

Steve Parsons
Jon Pearlstone
Lynn Jarrett, Alternate

Community Activities Committee

Annie McCary
Cush Bhada
Jon Pearlstone, Alternate
Doug Gibson, Alternate

Equestrian Center Ad Hoc Committee

Cush Bhada (Third)
Annie McCary (Third)

GRF Finance Committee

Jon Pearlstone
Steve Parsons
Robert Mutchnick, Alternate

Purchasing Ad Hoc Committee (new)

Steve Parsons
Jon Pearlstone
Cush Bhada, Alternate

GRF Landscape Committee

Lynn Jarrett

Reza Karimi
Ralph Engdahl, Alternate
GRF Maintenance and Construction Committee
Cush Bhada
John Frankel
Jon Pearlstone, Alternate
Doug Gibson, Alternate

Clubhouse 1 Renovation Ad Hoc Committee
Jon Pearlstone
Robert Mutchnick

PAC Renovation Ad Hoc Committee
Jon Pearlstone
Cush Bhada
John Frankel, Alternate

Media and Communication Committee
Annie McCary
Lynn Jarrett
Craig Wayne, Alternate
Doug Gibson, Alternate

Mobility and Vehicles Committee
Craig Wayne
John Frankel
Cush Bhada, Alternate

Security and Community Access Committee
Robert Mutchnick
Ralph Engdahl
Reza Karimi, Alternate

Disaster Preparedness
Annie McCary
John Frankel
Ralph Engdahl
Doug Gibson, Alternate

Laguna Woods Village Traffic Hearings
Robert Mutchnick
John Frankel
Ralph Engdahl, Alternate

Strategic Planning Committee
Jon Pearlstone
Robert Mutchnick

Steve Parsons, Alternate

RESOLVED FURTHER, that Resolution 03-20-16, adopted February 18, 2020, 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 presented. Director Karimi seconded the motion and the motion passed without objection.

11. Unfinished Business

11a. Entertain a Motion to Adopt a Resolution for a Lease Cap and Lease Waiting List Policy

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-20-26 **LEASING CAP AND LEASE WAITING LIST POLICY**

WHEREAS, the Board of Directors (the "Board") of Third Laguna Hills Mutual ("Third") held a meeting on April 21, 2020, at which a quorum of the Board was present;

WHEREAS, the Board is obligated to enforce the provisions set forth in Third's governing documents, including without limitation, the Declaration of Covenants, Conditions, and Restrictions (CC&Rs), Bylaws, and Operating Rules (collectively, the "Governing Documents"); and

WHEREAS, on October 21, 2008, the Board adopted Resolution M3-08-106, which required that a minimum of seventy percent (70%) of the manors in Third be owner occupied at all times and that a maximum of thirty percent (30%) of the manors may be leased at any given time (the "Leasing Cap"), effective as of December 1, 2008;

WHEREAS, since the time the Leasing Cap was implemented by the Board and became effective as an operating rule of Third, the number of manors leased has remained below the Leasing Cap, however the number of leased manors has steadily risen and will soon reach the Leasing Cap;

WHEREAS, while the Leasing Cap has been in effect since December 2008, specific procedures relating to the monitoring of the Leasing Cap, the implementation of a waiting list for leasing, and the process for leasing a manor once the Leasing Cap has been met have not been adopted by Third;

WHEREAS, given the approach of the number of leased manors to the Leasing Cap, the Board has determined that it would be in the best interests of Third to adopt procedures regarding leasing once the Leasing Cap has been met to be added to Third's Operating Rules;

NOW, THEREFORE BE IT RESOLVED, April 21, 2020 that the Board of Third hereby approves and adopts the below Leasing Cap and Lease Waiting List Policy, which provides Third's policy and procedures with regard to the leasing of manors once the Leasing Cap has been met, and incorporates same into the Third's Operating Rules as a part of Third's Governing Documents; and

RESOLVED FURTHER; that the officers and agents of Third are hereby authorized on behalf of Third to carry out this Resolution.

FEBRUARY Initial Notification – 28-day notification for member review and comment to comply with Civil Code §4360 has been satisfied

Director McCary made a motion adopt a resolution for a lease cap and lease waiting list policy. Director Karimi seconded the motion.

Discussion ensued among the Directors.

President Parsons called for the vote and the motion passed without objection.

11b. Entertain a Motion to Adopt a Resolution for a Harassment Policy

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-20-27
HARASSMENT POLICY

WHEREAS, the Resident Policy and Compliance Committee has recognized the need to adopt a Harassment Policy to set forth guidelines for harassment complaints received by the Board;

NOW THEREFORE BE IT RESOLVED, April 21, 2020, that the Board of Directors of this Corporation hereby adopts the Harassment Policy, as attached to the official minutes of this meeting; 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.

FEBRUARY Initial Notification – 28-day notification for member review and comment to comply with Civil Code §4360 has been satisfied

Director Mutchnick made a motion to adopt a resolution for a harassment policy. The motion was seconded by Director Wayne.

Discussion ensued among the Directors.

President Parsons called for the vote and the motion passed without objection.

11c. Entertain a Motion to Adopt a Resolution for a Nuisance Policy

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-20-28
NUISANCE POLICY

WHEREAS, the Resident Policy and Compliance Committee has recognized the need to adopt a Nuisance Policy to set forth guidelines for nuisance complaints received by the Board;

NOW THEREFORE BE IT RESOLVED, April 21, 2020, that the Board of Directors of this Corporation hereby adopts the Nuisance Policy, as attached to the official minutes of this meeting; 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.

FEBRUARY Initial Notification – 28-day notification for member review and comment to comply with Civil Code §4360 has been satisfied

Director Mutchnick made a motion to adopt a resolution for a nuisance policy. The motion was seconded by Director McCary.

Discussion ensued among the Directors.

President Parsons called for the vote and the motion passed without objection.

11d. Entertain a Motion to Adopt a Resolution for a Good Standing Policy

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-20-29
GOOD STANDING POLICY

WHEREAS, the Board of Directors (the "Board") of Third Laguna Hills Mutual ("Mutual") held a meeting on April 21, 2020, at which a quorum of the Board was present;

WHEREAS, the Board is obligated to enforce the provisions set forth in the Mutual's governing documents, including without limitation, the Declaration of Covenants, Conditions, and Restrictions (CC&Rs), Bylaws, and Operating Rules (collectively, the "Governing Documents"); and

WHEREAS, the Board must comply with SB 323 pertaining to common interest developments elections that goes into effect on January 1, 2020; and

WHEREAS, Mutual members/owners, or the units they own, as may be applicable, that have engaged in or are actively and currently in violation of the Governing Documents may be subject to certain disciplinary action and/or limitation in their rights and privileges, including, without limitation, in the use of the common area amenities, limits on the authority to rent his/her manor and/or refusal to approve architectural requests as described in the Governing Documents; and

WHEREAS, a member more than 30 days delinquent on the payment of any sums due to the mutual including assessments, late fees or cost of collection relating to the same, chargeable service or other required fee, or fine imposed by the mutual in excess of \$100 as of the date of the distribution of ballots for voting on any matter involved in a Non-Subject Election shall be ineligible to vote in such an election and may be subject to collection, legal action or other disciplinary action. This member will also not be eligible to be a candidate for election to the Board of Directors or to serve as a director on the Board of Directors; and

WHEREAS, any currently serving Board Member who becomes ineligible to serve pursuant to this Policy, other Governing Documents, or applicable statute may be removed by the remainder of the Board from such director position; and

WHEREAS, the term *good standing* has been used colloquially by the Mutual and the Board in reference to Mutual members who are not in violation of the Governing Documents, and the lack of *good standing* to denote that such members have committed a violation or are currently in violation of the Governing Documents and thus limited in their membership privileges; and

WHEREAS, despite the general use of the term *good standing*, and references made to same in various rules, policies, and elsewhere in the Governing Documents, there is no formal, comprehensive definition of *good standing* or accompanying description of the consequences of a lack of good standing by a Mutual member; and

WHEREAS, the Board has determined that it would be in the best interests of the Mutual to adopt a formal definition of the term *good standing* to be added to the Mutual's Operating Rules, which will provide clear guidance on the term and the implications for Mutual Members identified as not being in *good standing*;

NOW, THEREFORE BE IT RESOLVED, April 21, 2020, that the Board of the Mutual hereby approves and adopts the below Good Standing Policy, which provides the definition of *good standing* and the implications of a lack of same, and incorporates such definition into the Mutual's Operating Rules as a part of the Mutual's Governing Documents; and

RESOLVED FURTHER; that the officers and agents of the Mutual are hereby authorized on behalf of the Mutual to carry out this Resolution.

FEBRUARY Initial Notification – 28-day notification for member review and comment to comply with Civil Code §4360 has been satisfied

Director Karimi made a motion to adopt a resolution for a good standing policy. The motion was seconded by Director Wayne.

Discussion ensued among the Directors.

President Parsons called for the vote and the motion passed without objection.

11e. Entertain a Motion to Introduce a Resolution for Election Rules

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-20-30
ELECTION RULES

WHEREAS, Senate Bill 323 also known as the new election laws has amended sections of California Civil Code §5100, 5110, 5115, 5125, 5145 and 5200 and added section 5910.1 relating to common interest developments; and

WHEREAS, the Board recognized that need to amend the Election Rules to align with the current California Civil Code;

NOW THEREFORE BE IT RESOLVED; April 21, 2020, that the Board of Directors of this Corporation hereby approves the amended Election Rules, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 03-14-03 adopted January 21, 2014 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.

FEBRUARY Initial Notification – 28-day notification for member review and comment to comply with Civil Code §4360 has been satisfied

Director Bhada made a motion to approve a resolution for election rules. The motion was seconded by Director Mutchnick.

Discussion ensued among the Directors.

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

11f. Architectural Control and Standards Committee Recommendations:
This item was moved from the Consent Calendar.

- (1) Recommend Approving: 3288-B (El Doble, SB703A, P46) – Request to Replace Existing 5' Gate/Fence with 7' Gate/Fence

RESOLUTION 03-20-31
VARIANCE REQUEST

WHEREAS, Ms. Diane Landers of 3288-B San Amadeo, a La Princesa style unit, is requesting Board approval of a variance to replace existing 5' gate/fence with 7' gate/fence; and,

WHEREAS, a Neighborhood Awareness Notice was sent to Owners of affected units on November 25, 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 February 24, 2020.

NOW THEREFORE BE IT RESOLVED, on April 21, 2020, the Board of Directors hereby approves the request to replace existing 5' gate/fence with 7' gate/fence.

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 3288-B and all future Mutual members at 3288-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 Mutchnick requested that the fence be approved without the use of mesh at the bottom of the fence to be in compliance with the new Architectural Control and Standards Committee rules.

Director Mutchnick made a motion to amend to approval the variance request with the condition that the resident does not use mesh at the bottom of the fence. Director Parsons seconded the motion.

President Parsons called for the vote and the motion passed without objection.

12. New Business

12a. Entertain a motion to accept the 2019 Audit Report

Betty Parker, Director of Finance, gave a summary of the 2019 Audit process. KPMG Auditor Mark Thomas addressed the Board the results of the 2019 Audit Report.

Director Gibson made a motion to accept the 2019 Audit Report from KPMG. Director Jarrett seconded the motion.

Discussion ensued among the directors.

The Board thanked Peggy Moore for her participation on the Select Audit Task Force.

President Parsons called the motion to a vote and the motion passed without objection.

12b. Landscape Committee Recommendation

Entertain a Motion to Deny Tree Removal Request: 5381-A Avenida Sosiega (Williams) – One American Sweet Gum tree - as it does not meet the guidelines established in Resolution 03-11-149

Director Jarrett presented a summary of the following Resolution:

RESOLUTION 03-20-32
DENY THE REQUEST FOR REMOVAL OF
ONE AMERICAN SWEET GUM TREE AT 5381-A AVENIDA SOSIEGA

WHEREAS, September 20, 2011, that the Board of Directors adopted Resolution 03-11-149, Tree Removal Guidelines:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.

- Trees should not be removed because of view obstruction if the obstruction is at a considerable distance from the complaining manor and therefore causes only a partial obstruction.
- Trees on slopes should not be removed if the removal will contribute to the destabilization of that slope.
- Trees which are damaging or will damage a structure, pose a hazard, in failing health or interfering with neighboring trees, will be considered for removal.

WHEREAS, on March 5, 2020, the Landscape Committee reviewed a request for removal of one Sweet Gum tree. The request was received from the Member at 5381-A who cited the reasons as litter/debris, sewer damage, overgrown, poor condition, and a fire, flood, and wind hazard and;

WHEREAS, the Committee determined that the tree does not meet the guidelines established in Resolution 03-11-149 and recommends denying the request for the removal of one Sweet Gum tree located at 5381-A Avenida Sosiega.

NOW THEREFORE BE IT RESOLVED, April 21, 2020, the Board of Directors denies the request for the removal of one Sweet Gum tree located at 5381-A;

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

Director Mutchnick made a motion deny the request for tree removal of one American Sweet Gum tree (5381-A Avenida Sosiega). Director Engdahl seconded the motion.

Discussion ensued among the Directors.

President Parsons called for the vote, and the motion passed without objection.

13. Committee Reports

13a. Report of the Finance Committee / Financial Report – Director Pearlstone gave a presentation on the Treasurer’s report, Resale/Leasing report and the last Third Finance Committee report. The Committee met on April 7, 2020; next meeting May 5, 2020, at 1:30 p.m. as a virtual meeting.

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

13b. Report of the Architectural Controls and Standards Committee – Director Parsons reported from the last Committee Meeting. The Committee will be reviewing the Committee scheduled for May. The Committee met on February 24, 2020; next meeting TBA.

- 13c.** Report of the Communications Committee – Director McCary reported the Committee met on October 9, 2019; next meeting TBA.
- 13d.** Report of the Maintenance and Construction Committee – Directors Bhada and Mutchnick reported on the last Committee Meeting. The Committee met on March 2, 2020; next meeting July 6, 2020, at 1:30 p.m. in the Board Room.
 - (1) Report of the Parking and Golf Cart Task Force – President Parsons reported about new golf cart parking in the “wedding cake” area. The Task Force met on January 6, 2019; next meeting TBA.
 - (2) Garden Villa Rec. Room Sub-Committee – Director Jarrett reported on the last Sub-Committee Meeting. The Sub-Committee met on February 10, 2020; the next meeting will be June 10, 2020.
- 13e.** Report of the Landscape Committee – Director Jarrett reported on the last Landscape Committee meeting. The Committee is working on the new park, new tub grinder was purchased and landscaping is disbursing mulch throughout the community. The Committee met on March 5, 2020; next meeting May 7, 2020, at 9:30 a.m. as a virtual meeting.
- 13f.** Report of the Water Subcommittee – Director Karimi encouraged residents to watch their water usage. The subcommittee met on October 9, 2019; next meeting TBA.
- 13g.** Report of the Resident Policy and Compliance Committee – Director Jarrett reported the Committee worked on the Leasing Cap Policy. The Task Force met on January 15, 2020; next meeting TBA.
- 13h.** Report of the Energy Research Group – Director Frankel reported the Task Force has been changed to a Research Group. The group is working on Solar Energy and Microgrids. The Task Force met on March 4, 2020; next meeting TBA.
- 14. GRF Committee Highlights**
 - 14a.** Community Activities Committee – Director McCary. The Committee is working on the Equestrian Center Ad Hoc Committee. The Committee met on March 12, 2020; next meeting May 14, 2020, at 1:30 p.m. location TBA.
 - 14b.** GRF Finance Committee – Director Pearlstone. The Committee met on February 19, 2020; next meeting April 22, 2020, as a virtual meeting.

- 14c.** GRF Landscape Committee – Director Jarrett. The Committee met on February 12, 2020; next meeting May 13, 2020, at 1:30p.m. location TBA.
- 14d.** GRF Maintenance & Construction Committee – Director Bhada reported the Committee is working on the Truck Car Wash. The Committee met in closed session on April 8, 2020; next meeting June 10, 2020, at 9:30 a.m. location TBA.
 - (1) PAC Renovation Ad Hoc Committee – Director Pearlstone reported that the Committee is working on bids for the project. The Committee met on April 13, 2020.
- 14e.** Media and Communications Committee – Director McCary reported the Committee is working on the distribution of the new Village Breeze, the website is updated daily with news on COVID-19, and the message board is updated daily. The committee met on April 20, 2020; next meeting May 18, 2020, at 9:30 a.m. location TBA.
- 14f.** Mobility and Vehicles Committee – Director Frankel reported the Committee is working on mask program. The Committee met on February 5, 2020; next meeting June 3, 2020, at 1:30 p.m. in the Board Room.
- 14g.** Security and Community Access Committee – Director Mutchnick. The Committee met on February 24, 2020; next meeting TBA.
 - (1) Disaster Preparedness Task Force – Director Engdahl commented the Task Force is working with the radio club to help with communication during a disaster. The Task Force met on January 28, 2020; next meeting May 26, 2020, 9:30 a.m. location TBA.
- 14h.** Report of the Laguna Woods Village Traffic Hearings – Director Frankel. The hearings were held on February 19, 2020; next hearings TBA.
- 15. 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.*
 - 15a.** Parking Report
 - 15b.** Alternative Heat Source Policy (August initial notification—September postponed)
 - 15c.** Resident Suggestion Program
 - 15d.** Businesses Owning Property within Laguna Woods Village
 - 15e.** Resolution to Designate a Building as Non-Smoking (FEBRUARY referred back to Committee for revisions)
 - 15f.** Alterations Review

15g. Orange County Mosquito and Vector Control District Presentation

16. Director's Comments

- Director Gibson commented about parapets.
- Director Mutchnick thanked the resident for complying with social distancing.

17. Recess

The Board recessed at 11:05 a.m. and reconvened in Closed Session at 11:15 a.m.

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

During the February 4, 2020, Special Closed Session, the Board:

Approval of the Agenda

Discussed Award of Contract for Landscape Maintenance Services

During the February 7, 2020, Special Closed Session, the Board:

Approval of the Agenda

Award of Contract to Leaf Landscape, Inc. for Landscape Maintenance Services

Discuss Legal Matters

During the February 18, 2020 Regular Closed Session, the Board:

Approved the Agenda

Approved the Meeting Minutes of;

(a) January 21, 2020 – Regular Closed Session

Discussed and Considered Member Matters

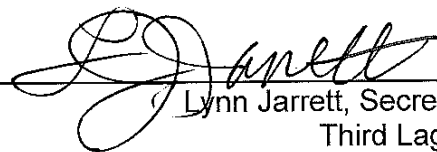
Discussed and Considered Legal and Litigation Matters

Discussed and Considered Contractual Issues

The March 17, 2020 Regular Closed Session was canceled due to COVID-19 emergency.

18. Adjourn

With no further business to come before the Board of Directors, the meeting was adjourned at 2:10 p.m.



Lynn Jarrett, Secretary of the Board
Third Laguna Hills Mutual