

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

**June 20, 2006**

The Regular Meeting of the Third Laguna Hills Mutual Board of Directors, a California non-profit mutual benefit corporation, was held on Tuesday, June 20, 2006 at 9:00 A.M. at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Richard Moos, Mark Schneider, Gunter Vogt, James Matson, Robert Hatch, Raymond Gros, Phyllis Fish, Dominic Burrasca, George Arnold, Jim Keysor

Directors Absent: Larry Souza

Others Present: Milt Johns, Patty Fox, Janet Price (9:57 A.M. – 10:12 A.M.)  
*Executive Session:* Milt Johns, Patty Fox, Cris Trapp

**CALL TO ORDER**

Director Richard Moos, President of the Corporation, chaired the meeting and stated that it was a regular meeting held pursuant to notice duly given and that a quorum was present. The meeting was called to order at 9:00 A.M.

A moment of silence was held to honor the US Troops serving our country and those in harm's way.

**PLEDGE OF ALLEGIANCE**

Director George Arnold led the Membership in the Pledge of Allegiance to the Flag.

**ACKNOWLEDGEMENT OF PRESS**

Cheryl Walker from the Laguna Woods Globe was acknowledged as present, and the LWV Channel 6 Camera Crew were acknowledged as present by way of remote cameras.

**APPROVAL OF AGENDA**

The Agenda was approved as amended by adding the Good of the Order for the audience at the beginning of the meeting.

**GOOD OF THE ORDER**  
**AUDIENCE**

- Jerry Sheinblum (3488-C) announced the next CCA Townhall Meeting
- Pamela Grundke (2399-3C) announced the Resident's Voice one year anniversary and indicated that the Voice is not soliciting money for legal advice
- Virginia Templeton (3242-1E) announced that the Nominating Committee is accepting applications for the 2006 Director Elections

Director Phyllis Fish entered the meeting at 9:09 AM

### **APPROVAL OF THE MINUTES**

The Minutes of the Regular Meeting of May 16, 2006 and the Special Meeting of June 7, 2006 were approved as submitted.

### **CHAIRMAN'S REPORT – Richard Moos**

President Moos encouraged the residents to contact the Edison Company for tips on reducing their gas bills; commented on the pending GRF Bylaw changes and announced the vote count taken at the May 31, 2006 Corporate Members Meeting; reported on a 1992 legal opinion from O'Melveny & Myers re: GRF Bylaws; and commented on flyers circulating within the Community to raise money for an attorney to review the governing documents.

The Directors were given the opportunity to comment on the pending GRF Bylaws.

United Mutual Directors Linda Wilson and Connie Grundke commented on the pending Bylaws.

### **GENERAL MANAGER'S REPORT**

Mr. Johns updated the Board on current GRF projects involving the Gate 14 Emergency Access Road, Home Depot slope repair, and Gate 12 East. He also reported on the City of Laguna Woods' decision to impose a franchise fee tax on GRF cable services due to AB 2987.

Ms. Janet Price entered the meeting at 9:57 A.M.

### **TREASURER'S REPORT**

Director Bob Hatch reported on the Treasurer's Report and from the Third Finance Committee.

Director Hatch reported on the Mutual's Resale & Lease Activity.

Ms. Price left the meeting at 10:12 A.M.

### **OLD BUSINESS**

Director Mark Schneider made a motion to remove from the table the motion to approve the Satellite Dish Mutual Alteration Standard. Director Jim Matson seconded the motion, and the motion carried by a vote of 7-2-0 (Directors Vogt and Keysor opposed).

The Secretary of the Corporation, Director Gunter Vogt re-read the proposed resolution.

Discussion ensued on the motion to approve the Standard.

Third Mutual Members Bud Nesvig (2392-3H) and Jerry Sheinblum (3488-C) commented on the motion.

By a vote of 6-3-0 (Directors Vogt, Keysor and Gros voted against) the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION 03-06-26**

**WHEREAS**, the Board of Directors of this corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards; and

**WHEREAS**, the Maintenance & Construction Committee of this Corporation recognizes the need to further amend a portion of the standards with regard to Section 5 *Satellite Dishes & Amateur Radio Antennas*;

**NOW THEREFORE BE IT RESOLVED**, June 20, 2006, that Mutual Alteration Standard Section 5 – *Satellite Dishes & Amateur Radio Antennas* is hereby amended as attached to the official minutes of this meeting; 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; and

**RESOLVED FURTHER**, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended and Resolution 03-04-32, adopted November 16, 2004 is superseded and cancelled.

**NEW BUSINESS**

Prior to reading the resolution on real estate signage, the Board agreed to strike out the following paragraph: **RESOLVED FURTHER**, that the temporary window signage advertising sales shall be removed every 30 calendar days.

The Secretary of the Corporation read the following proposed resolution on real estate signage. Director Vogt moved to approve the resolution. Director Matson seconded the motion.

**RESOLUTION 03-06**

**WHEREAS**, to protect the aesthetic integrity of Laguna Woods Village, and further to prevent the diminishment of the surrounding beauty of the Community, it is necessary to establish architectural guidelines with respect to real estate signage;

**NOW THEREFORE BE IT RESOLVED**, August 15, 2006 that the Board of Directors of this Corporation hereby adopts the following policy regarding the temporary placement of real estate signs in windows:

1. Sign Location: To be displayed in the manor window
2. Maximum Number: One per residence

3. Maximum Sign Area: The smaller of 6 square feet or 20% of the window area
4. Maximum Character Size: 12 inches
5. Sign Copy: Pertaining only to the sale, rent or lease of the manor
6. Sign Material: Wood, metal, or paper
7. Sign Illumination: None permitted
8. Permit Requirement: None

~~**RESOLVED FURTHER**, that the temporary window signage advertising sales shall be removed every 30 calendar days; 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.

Mutual Member Neal Steinbrenner (3242-2D) addressed the Board on the motion.

Director Schneider made a motion to table the resolution to satisfy the statutory thirty-day notification process. Director Vogt seconded the motion, and the motion carried unanimously.

By way of consensus the Board revoked its opposition to AB 2100 (Laird) Reserve Funding and approved the new revisions as recommended by the GRF Government and Public Relations Committee. The Board further agreed to send a letter to Sacramento, under the President's signature removing the Mutual's previous opposition and offer support per the current terms.

### **CONSENT CALENDAR**

By consensus, the Consent Calendar was approved and the following actions were taken:

#### Maintenance & Construction Committee Recommendations:

- |        |   |
|--------|---|
| 2203-A | Approval of request to enclose front courtyard and construct a bathroom, and relocate main entrance, with contingencies |
| 3092-A | Denial of request to replace existing block wall with wrought iron fencing  |
| 3126-D | Denial of request to retain unauthorized satellite dish   |
| 5028   | Approval of request to extend concrete walkway from front entry to back patio, with contingencies                       |
| 5279   | Approval of request to change patio roofline to a hip roof, with contingencies  |
| 5295   | Approval of request to extend back patio slab and add fence to back patio   |
| 5497-B | Denial of request to extend back patio slab and construct block wall surrounding patio                                  |

- 5499-1G Approval of request for Mutual to install lighting at top of stairwell on first floor

Landscape Committee Recommendations

- 2129-D Approval of off-schedule tree removal (2) at the Mutual's expense  
3161-D Approval of mortarless block garden wall at the Mutual member's expense  
3428-A Approval of request for design change of courtyard at the Mutual's expense  
4003-1B Approval of request for severe trimming of shrubbery at the Mutual's expense  
4022-N Denial of request for landscaping modifications  
5499-1G Denial of request for slope relandscaping

Finance Committee Recommendations

No recommendations were made.

**COMMITTEE REPORTS**

Director Jim Matson reported from the Maintenance and Construction Committee.

Mr. Johns provided a summary of the issues pertaining to the pending alteration at 5077 and requested Board directive on rendering a final disposition of the alteration consent form. Discussion ensued.

Mr. Johns reported that the final signature on the consent form was just received. No further action was taken.

By way of consensus, the Board agreed to provide a thirty-day time period to render final dispositions should alteration consents not be forthcoming.

Director Matson commented on the elevator replacement program and recommended appointing Mutual Member Hillel Pitlik as a representative. By way of consensus, the Board agreed.

Director Jim Matson reported from the Standards Sub Committee.

Director Ray Gros reported from the Plumbing Ad-Hoc Committee.

Mutual Member Neal Steinbrenner (3242-2D) commented on the current price of copper.

Director Phyllis Fish reported from the Landscape Committee.

Mutual Member Bob Payne (3129-P) commented on weed growth.

Director Mark Schneider reported from the Third Long Range Planning Committee.

Director Phyllis Fish reported from Resident Information Services.

Director Ray Gros reported from the Traffic Committee.

Director Jim Matson reported from the Joint GRF Bylaw Review Ad Hoc Committee.

No action was taken on disbanding the Committee.

Mutual Members Connie and Pamela Grundke (2399-3C), and George Portlock (2379-B) commented on the pending GRF Bylaws regarding advisors.

### **GRF COMMITTEE REPORTS**

Director Robert Hatch reported from the GRF Finance Committee.

United Mutual Director Connie Grundke commented on the duties of the Finance Committee.

Mutual Member Bud Nesvig (2392-3H) addressed Director Schneider on his Long Range Planning Report.

Director Jim Matson reported from the Maintenance & Construction Committee.

Director Mark Schneider reported from the Community Activities Committee.

Director Mark Schneider reported from the Government and Public Relations Committee.

On behalf of Ray Gros, Director George Arnold reported from the GRF Security and Community Access Committee.

Mutual Members Connie Grundke (2399-3C) commented on disarming the Security guards; Pamela Grundke (2399-3C) commented on the Resident Voice's support for the Security guards, and George Portlock (2379-B) commented on the Security guards.

Director Jim Keysor reported from the Broadband Services Committee.

Director Phyllis Fish reported from the Bus Services Committee.

### **GOOD OF THE ORDER AUDIENCE**

- Harriet Arnest (4010-1A) encouraged the residents to not feed the wildlife
- Bud Nesvig (2392-3H) inquired on the RRLH lawsuit

### **DIRECTORS**

- Director Burrasca announced the free Metrolink train rides.
- Mr. Johns commented on the audit summary for copper piping

The meeting recessed at 12:08 P.M. and reconvened into Executive Session at 1:00 P.M.

During its May Regular Executive Session Meeting, the Board approved the minutes of the Special Executive Session of April 6, 2006 and the Regular Executive Session of April 18, 2006; discussed member disciplinary and contractual issues; and reviewed the Litigation Status Report.

The Traffic Committee of the Board met in Executive Session in May to discuss member disciplinary issues.

With no further business before the Board of Directors, the meeting was adjourned at 2:02 P.M.

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Gunter Vogt, Secretary

**THIRD LAGUNA HILLS MUTUAL**

**SECTION 5 SATELLITE DISHES & AMATEUR RADIO ANTENNAS**

**JANUARY 1989**

**REVISED OCTOBER 2004, Resolution 03-04-32**

**REVISED JUNE 2006, Resolution 03-06-26**

**1.0 GENERAL REQUIREMENTS**

- 1.1 PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the member and/or his contractor. Member and/or his contractor must supply the Permits and Inspections office with City permit number prior to beginning work.
- 1.2 MEMBERS' RESPONSIBILITY:** The member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements, including but not limited to, the current edition of the Uniform Building Code.
- 1.4 WORK HOURS:** No work shall commence prior to 7:00 a.m., and no work will be permitted after 6:00 p.m. Monday through Friday. Saturday work should be held to a minimum, and no work whatsoever is permitted on Sunday.
- 1.5 PLANS:** The member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s), for approval, indicating all work to be done, i.e., size, location, description, and specifications.
- 1.6 DUMPSITES:** The premises shall be kept free from accumulation of waste materials and/or rubbish caused by the construction work. Member and/or his contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Dumpsters, if required, must have location approved by the Permits and Inspections Office.
- 1.7 CONTRACTOR:** Installation must be performed by a California licensed contractor unless otherwise approved by the Permits and Inspections office.



## **2.0 APPLICATIONS**

- 2.1 Satellite dishes may be installed on fascia boards of single story, detached manors. Installation must adhere to guidelines set forth by the following Mutual Alteration Standards.**
- 2.2 Any satellite dish installation in an Exclusive Use Common Area must follow **all** guidelines set forth by the Federal Communications Commission's Over-the-Air-Reception-Devices rule (OTARD).
- 2.3 With the exception of satellite dishes installed on fascia boards of single story, detached manors, satellite dishes and radio antenna installations are not allowed on Common Area (e.g. roof, hallways, walkways, exterior wall of the building, community gardens, beyond the balcony or patio, etc), unless such installation receive prior approval from the Board. Any installation permitted in Mutual Common Area must follow **all** guidelines set forth by the following Mutual Alteration Standards.
- 2.4 Any amateur radio antenna installation must follow **all** guidelines set forth by the following Mutual Alteration Standards.
- 2.5 Drilling through a roof is prohibited. Any penetrations of wire through walls shall be thoroughly sealed.
- 2.6 The resident shall make all efforts to install a unit that will be hidden from sight and placed where it is not visible from neighboring street(s). Satellite dishes on the fascia board must be installed no less than twenty (20) feet from the corner of the building closest to the street, and cannot be attached on a side of the building that faces a street.
- 2.7 Any installation violating these guidelines is subject to immediate removal at the sole cost of the Mutual member.
- 2.8 All attachments, directly to existing surfaces, shall be properly sealed to prevent damage to Mutual property. Any satellite dish/antenna must be made easily removable when required to be removed for performance of maintenance. Any/all damage resulting from an installation shall be the responsibility of the Mutual member.
- 2.9 No antenna or satellite dish will be permitted which may become hazardous to other residents or workmen due to its location or dimensions.
- 2.10 In the event that an satellite dish/antenna must be removed for any reason, it shall be the Mutual member's responsibility to remove and properly store it until such time that maintenance work has been completed. The cost of removal, storage, and re-installation shall be borne by the Mutual member.

### **3.0 MUTUAL APPLICATIONS FOR COMMON AREA SATELLITE DISH AND RADIO ANTENNAS INSTALLATIONS**

- 3.1** Prior to installation of any satellite dishes or antennae, a plan and specifications of all proposed work and equipment must be submitted for approval as specified in Section 1.5. The submitted plan must indicate all work to be done; i.e., type of antenna, its full description, location on building, its anchoring, method of sealing wall and roof penetrations and all attachments. Site location will be contingent upon Staff approval.
- 3.2** Only those residents who possess a Federal Communication Commission license to operate radio equipment shall be permitted to install an amateur radio antenna.
- 3.3** Per the Federal Communications Commission (FCC), the Mutual is not obligated to provide a place for the resident to install an antenna if the resident does not have an Exclusive Use Area.
- 3.4** As needed, Staff may permit satellite dish installation on a single-story building's flat roof when the location does not interfere with the overall visual continuity of the manor and/or surrounding area.
- 3.5** Any satellite dishes installed on Common Area shall not exceed 23" in diameter.
- 3.6** No satellite dish/antenna or any portion of the satellite dish/antenna and its related members shall be rigidly attached to any built-up roofing and flashings if on a flat roof.
- 3.7** Only one (1) satellite dish per manor is allowed.

### **4.0 EQUIPMENT – SATELLITE DISHES**

- 4.1** No coax cables shall be larger than ½" diameter.
- 4.2** White colored cable shall be used for all installations.
- 4.3** All cables shall be painted to match surfaces attached to.
- 4.4** All cables will be secured to the building to maintain a stable position. All fasteners and techniques shall be approved prior to installation.
- 4.5** Cables running up exterior wall will be permitted, but not located near or on neighboring windows or balconies. Site location will be contingent upon Staff's approval as specified in Sections 1.5 and 3.4.

## **5.0 EQUIPMENT – RADIO ANTENNAS**

- a. No towers, masts, or beam antennas will be permitted in common area.
- b. No long wire antennas that are attached beyond the building will be permitted.
- c. No web-type antennas will be permitted.
- d. Flag pole-type antennas are acceptable providing all requirements for flag pole antenna installations are met and maximum height is 26'.
- e. Dipole units are permitted provided they are not so high as to be seen by others on ground level.

### **5.1 Grounding Devices**

- a. Grounding devices may be used; however, size, type, location, and installation procedure shall be approved by the Permits and Inspections Office prior to installation.
- b. Any rods placed in the ground must be in an area free of plumbing, sprinkler pipes, or similar type materials, and to be located as close to the building as possible.
- c. No grounding rod shall be installed deeper from grade level than 36" or installed horizontally at 2' or per the current edition of the Uniform Electrical Code.

### **5.2 Insulator and Coils**

- a. Insulators will be of single strain glass or clear plastic, no larger in size than 3"x 3/4".
- b. Loading coils shall be minimum in size, no larger than 4" diameter x 8" high.

### **5.3 Wire**

- a. Any and all wire used as an antenna shall be no larger in size than #14.
- b. Wire composition optional.
- c. Halyards may be of wire or other suitable material, but no larger than 3/16" in diameter.