

MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF UNITED LAGUNA WOODS MUTUAL  
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION  
2014 BUSINESS PLANNING MEETING – VERSION 1

**June 28, 2013**

The Board of Directors met on Friday, June 28, 2013 at 9:30 A.M. in the Community Center Board Room at 24351 El Toro Road, Laguna Woods, California.

Members Present: Phil Doran, Jack Bassler, Barbara Howard, Jerren Auble, Pat English, Erna Ferris (via teleconference)

Members Absent: None

Others Present: None

Staff Present: Jerry Storage, Betty Parker, Marcel Bradley, Kelly Farano, Dan Yost

**CALL TO ORDER**

Phil Doran, President of the Corporation, chaired and opened the meeting. A quorum was established and the meeting was called to order at 9:30 A.M.

**ACKNOWLEDGEMENT OF PRESS**

There was no press in attendance.

**MEMBER COMMENTS**

There were no member comments.

**REVIEW PROPOSED 2014 BUSINESS PLAN**

Betty Parker, Financial Services Director, presented the proposed 2014 Business Plan – Version 1 and the following actions were taken:

**OPERATING BUDGET**

Ms. Parker noted the portion of Professional Fees related to tax preparation was not included in Version 1 of the Budget and Version 2 will increase by \$0.12 PMPM.

Director English made a motion to decrease the General Maintenance line item approximately \$113,000 or \$1.49 PMPM and directed staff to propose service level reductions. The motion was seconded by Director Howard and discussion ensued.

The motion carried by a vote of 4-0-1 (Director Ferris abstained)

Director English made a motion to remove cul-de-sac 24 from the revitalization program for 2014. The motion was seconded by Director Howard and discussion ensued.

The motion carried unanimously.

Director English made a motion to reduce the Landscape operating budget by approximately \$142,892 or \$1.88 PMPM specifically in the area of shrub bed maintenance. The motion was seconded by Director Howard and discussion ensued.

The motion carried unanimously.

#### RESERVE CONTRIBUTIONS

Ms. Parker explained how the Replacement Reserves 30-Year Funding Plan was developed and how funding levels are determined to prevent large fluctuations for reserve contributions in future years.

The Board discussed balances in the Contingency Fund.

Director Ferris left the meeting at 11:00 A.M.

Director English made a motion to reduce the contribution to the Contingency Fund from \$11.00 PMPM to \$7.00 PMPM. The motion was seconded by Director Howard and discussion ensued.

The motion carried unanimously.

Director English made a motion to reduce expenditures for the waste line replacement program to reflect 1 ½ remediation's per week, currently planned at two. The motion was seconded by Director Howard and discussion ensued.

The motion failed by a vote of 0-4-0.

Ms. Parker summarized changes recommended by the Board and noted the changes would be presented in Version 2 of the proposed Business Plan.

#### COMMITTEE MEMBER COMMENTS

Director comments were made at the end of the meeting.

#### ADJOURNMENT

The meeting was adjourned at 11:25 A.M.

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Jerren Auble, Secretary