

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF UNITED LAGUNA WOODS MUTUAL
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

May 13, 2014

The Regular Meeting of the Board of Directors of United Laguna Woods Mutual, a California Non-Profit Mutual Benefit Corporation, was held on Tuesday, May 13, 2014 at 9:30 A.M. at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Pat English, Jack Bassler, John Beckett, Ming-Lee Chang, Ken Hammer, Jan LaBarge, Eva Lydick, Bevan Strom, Don Tibbetts, Tony Dauer, Anthony Liberatore

Directors Absent: Tony Dauer (Executive Session)

Staff Present: Jerry Storage, Cris Robinson, Kim Taylor, Marcel Bradley, Steve Dillon and Petros Frangos
(Executive Session: Jerry Storage, Cris Robinson, Kim Taylor, Pamela Bashline, Francis Rangel, Luis Rosas)

Others Present: Jeff Beaumont of Beaumont Gitlin Tashjian

CALL TO ORDER

Pat English, 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 9:30 A.M.

PLEDGE OF ALLEGIANCE

Director Chang led the Pledge of Allegiance to the Flag.

ACKNOWLEDGEMENT OF PRESS

A representative of the Laguna Woods Globe and the Channel 6 Camera Crew, by way of remote cameras, were acknowledged as present.

APPROVAL OF AGENDA

Director LaBarge moved to approve the agenda as written. Director Hammer seconded the motion.

Member Maggie Blackwell (71-D) commented that the agenda should include a substitution to agenda item 10(c) to include a replacement special election to be held on the day of the United Board recall tabulation meeting.

Mr. Jeff Beaumont responded to the comment.

By a vote of 10-0-0 the motion carried unanimously.

CHAIR'S REMARKS

President English commented on average resale prices for United Laguna Woods Mutual and United Laguna Woods Mutual assessment averages from 2004 to 2014.

UNITED MUTUAL MEMBER COMMENTS AND PUBLIC FORUM

United Mutual Members were given the opportunity to speak to items.

- Ron Stenson (285-C) commented on leasing restrictions and resales.
- Ned Bucknum (348-C) announced several USTA National Tennis events and invited the community to come out and participate in the festivities.
- Irvin Stern (726-B) commented on the United recall and the United Board.
- Mary Whipple (384-D) commented on the United recall, power, money and spending.
- Georgiana Willis (858-D) commented on the Enough is Enough meeting and GRF spending.
- Roberta Berk (933-B) commented on an increase of assessments for United Board with regard to Chair's Remarks.
- Marilyn Lizotte (272-B) commented on her support of the United Board.
- Lonnie Painter (630-B) commented on the budget and expenses and Restaurant 19.
- Ron Beldner (203-C) commented on the budget process.
- Maggie Blackwell (71-D) commented on the United recall, United Laguna Woods Mutual budget and GRF.
- John Gee (877-B) commented on the Board delegation and recalling the United Board.
- Marc Bayer (796-B) commented on Member Comments responses from the Directors and the United budget .
- Sally Sunderhaus (580-O) commented on the appointment of Directors to United Board, Lawsuits, United assessments, and United recall.
- Mary Stone (356-C) commented on being the Treasurer for United Board and the budget process.
- Maggie Brown (468-D) commented on the United recall and the United Board.
- Maxine McIntosh (68-C) commented on the Boards following their Bylaws and United Board.

RESPONSE TO MEMBER COMMENTS

The Directors briefly responded to Member Comments.

APPROVAL OF MINUTES

Director Hammer moved to approve the minutes of the Regular Session of April 8, 2014 and the minutes of the Special Session of April 16, 2014, as written. Director Tibbetts seconded the motion.

By a vote of 10-0-0 the motion carried unanimously.

UNFINISHED BUSINESS

The Secretary of the Corporation, Director John Beckett, read a proposed resolution approving the revisions to the Real Estate Signage Policy, which was postponed to

satisfy the 30 day requirement. Director Beckett moved to approve the resolution, Director Hammer seconded the motion, and discussion ensued.

Member Roberta Berk (933-B) commented on the resolution.

By a vote of 10-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 01-14-56

WHEREAS, on May 14, 2013, the Board of Directors of this Corporation adopted Resolution 01-13-71 establishing guidelines for real estate Open House signage and agent access to Open Houses on the weekends; and

WHEREAS, the GRF Board has passed a Resolution allowing Open House directional signage to be posted on GRF property with the intention of improving the marketability of cooperatives and condominiums in Laguna Woods Village; and

WHEREAS, real estate professionals are permitted to attend Open Houses/Broker Previews upon presenting a business card and driver's license at the gate; and

WHEREAS, providing directional signage to a particular cul-de-sac to a scheduled Open House/Broker Preview will help guide traffic to the cooperative or condominium for sale or rent;

NOW THEREFORE BE IT RESOLVED, May 13, 2014, that the Board of Directors of this Corporation hereby adopts the following Open House/Broker Preview Policy:

1. Open Houses are hereby authorized to be held every Saturday and Sunday between the hours of 11:00 A.M. and 4:00 P.M.;
2. Real estate agents are permitted to attend Broker Previews on Wednesdays and Thursdays, between the hours of 9:30 A.M. and 1:30 P.M. on the same basis as they attend Open House events;
3. A maximum of three signs with maximum size of 24" x 24" may be displayed in accordance with Section 713 of the California Civil Code; and signs shall be placed at the entrances to, and within the cul-de-sacs in which the manors are located;
4. Directional signs may be posted on the day of the Open House no earlier than 10:00 A.M. and must be removed no later than 5:00 P.M. of the same day;

5. Directional signs may be posted on the day of the Broker Preview no earlier than 9:00 A.M. and must be removed no later than 2:00 P.M. of the same day;
6. Non-residents must be accompanied by a licensed real estate agent approved for Laguna Woods Village entry or granted access by the Seller/Resident of the property;
7. Directional signs shall be with 24" x 9" corrugated plastic with vinyl lettering and adhere to the GRF approved colors, font and logo;
8. Directional signs shall be placed at street intersections to direct traffic to a specific cul-de-sac. There shall be one sign per direction with a maximum of four signs per intersection;
9. Real estate agents shall be responsible for providing the signs and shall adhere to the specifications in accordance with this resolution;
10. Non-conformance to this policy shall result in removal of sign from premises; and

RESOLVED FURTHER, that the Managing Agent is directed to inform all real estate offices which conduct business in Laguna Woods Village of this policy; and

RESOLVED FURTHER, that Resolution 01-13-71, adopted May 14, 2013, 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 the purpose of this resolution.

The Secretary of the Corporation, Director John Beckett, read a proposed resolution approving the revisions to the United Laguna Woods Mutual Alteration Standards, Section 6 – Air Conditioning Units/Heat Pumps, which was postponed to satisfy the 30 day requirement. Director Beckett moved to approve the resolution, Director Bassler seconded the motion, and discussion ensued.

By a vote of 9-0-1, (Director Chang abstained) the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 01-14-57

Section 6 Air Conditioning Units/Heat Pumps

WHEREAS, the Board of Directors of this Corporation adopted Resolution U-96-62 on May 14, 1996, which approved the United Laguna Woods Mutual Alteration Standards; and

WHEREAS, the Maintenance & Construction Committee has recommended that the Board of Directors further amend the Mutual Alteration Standards with suggested changes;

NOW THEREFORE BE IT RESOLVED, May 13, 2014, that the Board of Directors of this Corporation hereby approves the revisions of Section 6 – Air Conditioning Units/Heat Pumps, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution U-96-62, adopted May 14, 1996 is hereby amended and Resolution 01-13-171, adopted September 10, 2013 is hereby superseded and cancelled; 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.

Ms. Cris Robinson provided the Board an update on the Paseo de Valencia Widening Project.

The Secretary of the Corporation, Director John Beckett, read a proposed resolution approving the revisions to the Hard Surface Flooring Policy. Director Beckett moved to approve the resolution, Director Hammer seconded the motion, and discussion ensued.

Member Mary Stone (356-C), Maxine McIntosh (68-C), and John Gee (877-B) commented on the resolution.

By a vote of 10-0-0, the motion carried and the Board of Directors adopted the following resolution:

Hard Surface Flooring Policy

Adopted October 13, 2009, Resolution 01-09-227
REVISED JULY 2010, Resolution 01-10-134
REVISED APRIL 2014, Resolution 01-14-45
REVISED MAY 2014, Resolution 01-14-58

RESOLUTION 01-14-58

WHEREAS, the installation of hard surface flooring in manors situated on a building level directly over other manors has generated some nuisance complaints to the Mutual due to noise transmitted to the lower neighboring

units when members have replaced original flooring types, i.e. carpet and vinyl flooring, with hard surface flooring; and

WHEREAS, the United Laguna Hills Mutual Occupancy Agreement requires that “a member shall not obstruct or interfere with the rights of other members or annoy them by unreasonable noise...;” and legal counsel has opined that the Mutual has the authority to establish reasonable rules in order to regulate unreasonable noises; and

WHEREAS, October 13, 2009, the Board of Directors adopted resolution 01-09-227 which prohibited any future installation of hard surface flooring in second floor manors, effective January 1, 2010; and

WHEREAS, July 13, 2010, the Board of Directors adopted resolution 01-10-134 affirming the adoption of a policy which prohibits any installation of hard surface flooring on a building level under which interior space of any other dwelling unit exists; and

NOW THEREFORE BE IT RESOLVED, May 13, 2014, the Board of Directors shall allow the installation of hard surface flooring in the kitchen and bathroom(s) of manors on a building level under which another dwelling unit exists; and

RESOLVED FURTHER, the installation of hard surface flooring in areas of the manor that are not the kitchen and bathroom(s) continue to be prohibited in manors on a building level under which another dwelling unit exists; and

RESOLVED FURTHER, that hard surface flooring is defined as any flooring other than original flooring types of carpet, vinyl or linoleum; and

RESOLVED FURTHER, that Resolution 01-14-45, adopted April 8, 2014, is hereby superseded and cancelled; 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.

The Secretary of the Corporation, Director John Beckett, read a proposed resolution approving the request for reimbursement for President Pat English in the amount of \$536.22 for stamps, copies, envelopes and a Notary, costs associated with a United Laguna Woods Mutual Survey. Director Beckett moved to approve the resolution, Director Hammer seconded the motion, and discussion ensued.

Member Maggie Blackwell (71-D), Marc Bayer (796-B), Maxine McIntosh (68-C), Roberta Berk (933-B), Mary Stone (356-C), and Maggie Brown (468-D) commented on the resolution.

By a vote of 8-0-1, (Director Dauer abstained, Director LaBarge was absent for the vote) the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 01-14-59

Reimbursement Request

WHEREAS, United Laguna Woods Mutual President Pat English is requesting reimbursement for costs associated with a survey conducted by United Laguna Woods Mutual for the purpose of soliciting United residents regarding their feelings about the demolition of Clubhouse 2 and the construction of the Gate 12 Main Lounge; and

NOW THEREFORE BE IT RESOLVED, May 13, 2014, the Board of Directors shall allow the reimbursement in the amount of \$536.22 for stamps, copies, envelopes and a Notary, costs associated with a United Laguna Woods Mutual Survey; and

RESOLVED FURTHER, that the reimbursement expense is hereby authorized as an expenditure from the Contingency Fund; 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.

Ms. Cris Robinson provided an update to the request for reducing the cost associated with converting a building to a Non-Smoking Building.

By way of unanimous consensus, the Board directed staff to research reducing the cost associated with converting a building to a Non-Smoking Building with United Legal Counsel and bring their findings back to the Board.

NEW BUSINESS

Members Roberta Berk (933-B), Mary Stone (356-C), Barbara Copley (410-D), and Marc Bayer (796-B) commented on Agenda Item 10(a) Establish a Resident Relations Forum and Appoint Members.

No action was taken by the Board.

Director Bassler moved to approve a ballot for the July 2, 2014 United Board Recall Tabulation Meeting. Director Hammer seconded the motion. Director Beckett read the content of the ballot.

Members Maggie Blackwell (71-D), Marc Bayer (796-B), and Barbara Copley (410-D), commented on the motion.

By a vote 10-0-0 the motion carried unanimously.

The Secretary of the Corporation, Director John Beckett, read a proposed resolution authorizing a Supplemental Appropriation in the amount of \$20,000 for recall election services. Director Beckett moved to approve the resolution, Director Bassler seconded the motion, and discussion ensued.

By a vote of 10-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 01-14-60

Supplemental Appropriation for Recall Election Services

WHEREAS, on April 8, 2014 the United Laguna Woods Mutual Board of Directors received a petition signed by at least 5% of the Membership, as required by the Bylaws, calling for a Special Meeting of the Members to recall eleven (11) United Board Directors; and

WHEREAS, on April 16, 2014 the United Laguna Woods Mutual Board of Directors set the date of tabulation for July 2, 2014;

NOW THEREFORE BE IT RESOLVED, May 13, 2014, that the Board of Directors of this Corporation hereby approves a Supplemental Appropriation in the amount of \$20,000, to be funded from the Contingency Fund, for recall election services; and

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

Mr. Marcel Bradley, Mr. Steve Dillon and Mr. Petros Frangos entered the meeting at 11:45 AM.

Mr. Bradley and Mr. Dillon updated the Board and Members on the progress of the Low Flow Toilet Requirement Program.

Mr. Marcel Bradley, Mr. Steve Dillon and Mr. Petros Frangos left the meeting at 11:55 AM.

CONSENT CALENDAR

Without objection, the Consent Calendar was approved as presented and the Board took the following actions:

Maintenance and Construction Committee Recommendations:

RESOLUTION 01-14-61

Variance Request

RESOLVED, May 13, 2014, that the request of Ms. Carol Murphy to retain hard surface flooring at Manor 18-Q Via Castilla is hereby denied; 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.

RESOLUTION 01-14-62

Variance Request

RESOLVED, May 13, 2014, that the request of Mr. Todd and Ms. Heather Kessler to retain hard surface flooring at Manor 185-P Avenida Majorca is hereby denied; 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.

RESOLUTION 01-14-63

Variance Request

RESOLVED, May 13, 2014, that the request of Ms. Clara Lowery of 202-F Avenida Majorca for a wrought iron fence and gate at the entry of her manor is hereby approved;

RESOLVED FURTHER, all costs and maintenance of the alteration, present and future, are the responsibility of the Mutual Member(s) at Manor 202-F; and

RESOLVED FURTHER, a required Mutual permit must be obtained through the Permits and Inspections Office located in Laguna Woods Village Community Center; and

RESOLVED FURTHER, all landscape and irrigation modifications associated with the proposed alterations inclusive of the Landscape Division capping off all existing sprinkler lines feeding into the newly created patio necessitating the need for the Member to install a sprinkler system to maintain the landscaping in the newly created patio area are to

be completed by the Landscape Division at the expense of the Mutual Member(s) at Manor 202-F; and

RESOLVED FURTHER, the wrought iron fence must be installed as per United Laguna Woods Mutual alteration standard Section 16: Fences, Wrought Iron; and

RESOLVED FURTHER, the wrought iron gate must be installed as per United Laguna Woods Mutual alteration standard Section 17: Patio Gates & Courtyard Doors; 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.

RESOLUTION 01-14-64

Damage Restoration Billing Dispute

RESOLVED, May 13, 2014, the Board approved charging Mr. Arthur Olmstead of 223-Q Avenida Majorca \$400 for damage restoration necessitated by the paint spill at Building 223 and to reverse the balance of charges totaling \$393.40; and

RESOLVED FURTHER, that the reversal of the balance of charges is hereby authorized as an unbudgeted operating expense in General Maintenance; 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.

RESOLUTION 01-14-65

Appliance Billing Dispute

RESOLVED, May 13, 2014, that the Board approved the request of Mr. Mohammad Kholghi of 467-B Calle Cadiz to reverse charges of \$655.42 for an upgraded range and late fees; and

RESOLVED FURTHER, that the reversal of the balance of charges is hereby authorized as an unbudgeted expense from the Replacement Fund - Appliances; 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.

RESOLUTION 01-14-66

Variance Request

RESOLVED, May 13, 2014, that the request of Mr. Hi Chul Yang to retain hard surface flooring at Manor 530-P Via Estrada is hereby denied; 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.

RESOLUTION 01-14-67

Variance Request

RESOLVED, May 13, 2014, that the request of Mr. John Huber for an additional sliding glass door in patio enclosure at 788-Q Via Los Altos is hereby approved;

RESOLVED FURTHER, all costs for installation, repair, and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 788-Q; and

RESOLVED FURTHER, all required Mutual and City of Laguna Woods permits must be obtained and the appropriate City of Laguna Woods permit number(s) must be submitted to the Permits and Inspections Office located in the Laguna Woods Village Community Center; and

RESOLVED FURTHER, all landscape, irrigation, and drainage modifications associated with the alteration, if any, are to be completed by the Landscape Division at the expense of the Mutual Member(s) at 788-Q; 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.

RESOLUTION 01-14-68

Variance Request

RESOLVED, May 13, 2014, that the request of Mr. Joseph and Ms. Barbara Demmato retain hard surface flooring at Manor 822-N Via Alhambra is hereby denied; 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.

RESOLUTION 01-14-69

Variance Request

RESOLVED, May 13, 2014, that the request of Mr. and Ms. Boegeman to retain hard surface flooring at Manor 882-O Via Mendoza is hereby denied; 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.

RESOLUTION 01-14-70

Variance Request

RESOLVED, May 13, 2014, that the request of Mr. Gilbert Schuckman to retain hard surface flooring at Manor 898-Q Ronda Sevilla is hereby denied; 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.

RESOLUTION 01-14-71

Variance Request

RESOLVED, May 13, 2014, that the request of Mr. David and Ms. Roberta Berk to replace the shower floor tiles with white tile instead of the approved Mutual Standard at Manor 933-B Avenida Majorca is hereby approved; 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.

RESOLUTION 01-14-72

Variance Request

RESOLVED, May 13, 2014, that the request Mr. Alexander and Ms. Celena Rhiew of 937-C Avenida Majorca to construct a Patio Cover, Retain Stepping Stone Patio Addition, and Retain Sliding Glass Door in Bedroom One at their manor is hereby approved;

RESOLVED FURTHER, all future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 937-C; and

RESOLVED FURTHER, all required Mutual and City of Laguna Woods permits must be obtained and the appropriate City of Laguna Woods permit numbers must be submitted to the Mutual through the Permits and Inspections Office located in Laguna Woods Village Community Center; and

RESOLVED FURTHER, any required landscape, irrigation, and drainage revisions are to be performed by the Landscape Division at the requesting Mutual member's expense; and

RESOLVED FURTHER, the stepping stone patio addition must be reset using standard landscaping specifications and the edges must be straight;

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.

Landscape Committee Recommendations:

None

Finance Committee Recommendations:

RESOLUTION 01-14-73

Recording of a Lien

WHEREAS, Member ID 947-386-02 is currently delinquent to United Laguna Woods 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, May 13, 2014, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-386-02; 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.

RESOLUTION 01-14-74

Recording of a Lien

WHEREAS, Member ID 947-420-73 is currently delinquent to United Laguna Woods 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, May 13, 2014, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-420-73; 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

RESOLUTION 01-14-75

Recording of a Lien

WHEREAS, Member ID 947-420-87 is currently delinquent to United Laguna Woods 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, May 13, 2014, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-420-87; 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.

RESOLUTION 01-14-76

Recording of a Lien

WHEREAS, Member ID 947-375-28 is currently delinquent to United Laguna Woods 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, May 13, 2014, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-375-28; 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.

RESOLUTION 01-14-77

Recording of a Lien

WHEREAS, Member ID 947-373-61 is currently delinquent to United Laguna Woods 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, May 13, 2014, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-373-61; 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.

GENERAL MANAGER'S REPORT

Mr. Jerry Storage updated the membership on the ongoing projects in United Mutual.

Legal Counsel Mr. Jeff Beaumont of Beaumont Gitlin Tashjian provided an update on the United vs GRF Lawsuit.

COMMITTEE REPORTS AND SERVICES

FINANCE REPORT

Director LaBarge reported from the Finance Committee, gave the United Treasurer's Report, and commented on the Resale & Lease Activities.

Director Bassler reported from the Maintenance and Construction Committee.

The Secretary of the Corporation, Director John Beckett, read a proposed resolution approving the purchase and installation of a Top Load Washing Machine for Laundry Room 24. Director Beckett moved to approve the resolution, Director Bassler seconded the motion, and discussion ensued.

Member Maxine McIntosh (68-C) commented on the resolution.

By a vote of 9-1-0, (Director Lydick opposed) the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 01-14-78

Top Load Washing Machine Request

WHEREAS, Ms. Joan Beatty of 86-D, on behalf of the residents who utilize Laundry Room 24, is requesting a top load washing machine for easier access;

NOW THEREFORE BE IT RESOLVED, May 13, 2014, that the Board of Directors of this Corporation authorizes \$1,036, to be funded as an unbudgeted expense from the Replacement Fund, to purchase and install a top load washing machine; and

RESOLVED FURTHER, that the new top load washing machine will replace an older front load washing machine in Laundry Room 24; 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.

No report was given from United Alteration Standards Sub-Committee.

Director Chang reported on the Walkway Lighting Sub-Committee.

Director Lydick reported from the Landscape Committee.

Director Beckett reported from the Governing Documents Review Ad Hoc Committee.

Director Beckett read a report on disciplinary cases.

GRF COMMITTEE HIGHLIGHTS

Director Lydick reported from the GRF Energy Committee.

DIRECTORS' FORUM

The Directors provided final comments.

MEETING RECESS

The Regular Open Session Meeting recessed at 12:40 P.M. and reconvened into the Regular Executive Session at 1:30 P.M.

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

During its April 8, 2014 Regular Executive Session Meeting, the Board reviewed and approved the minutes of the regular Executive Session of March 11, 2014, the minutes of the Special Executive Session of March 20, 2014, and the minutes Special Executive Session of March 26, 2014 as written. The Board heard four disciplinary hearings and imposed fines in the amount of \$50 for violations of the Mutual's rules and regulations; discussed Paseo de Valencia Widening Project; discussed legal implications of establishing a Resident Relations Committee; discussed numerous member disciplinary matters; and reviewed its Litigation Status Report.

ADJOURNMENT

With no further business before the Board of Directors, the meeting was adjourned at 3:55 P.M.

John Beckett, Secretary

UNITED LAGUNA WOODS MUTUAL

SECTION 6 AIR CONDITIONING UNITS/HEAT PUMPS

REVISED AUGUST 1999, RESOLUTION U-99-59
REVISED MARCH 2001, RESOLUTION U-01-14
REVISED DECEMBER 2003, RESOLUTION 01-03-168
GENERAL REQUIREMENTS REVISED JUNE 2011, RESOLUTION 01-11-104
REVISED SEPTEMBER 2013, RESOLUTION 01-13-171
REVISED MAY 2014, RESOLUTION 01-14-57

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 numbers prior to beginning work.
- 1.2 **MEMBERS RESPONSIBILITY:** The Member is solely responsible for the maintenance and repair of all alterations to the building. Removal may be required upon sale of a manor, or deterioration of the alteration. Further, Member(s) are expected to provide neighboring residents an estimated timeline for construction, and advance notice of excessive construction-related noise that may occur.
- 1.3 **CODES AND REGULATIONS:** All work shall comply with applicable local, state, and federal requirements including but not limited to the current edition of the Uniform Building Code.
- 1.4 **WORK HOURS:** For work performed which results in excessive construction-related noise (e.g. cutting tile, jack hammering, use of power tools), permitted hours are 9:00 a.m. to 2:00 p.m., Monday through Saturday. For work that does not result in excessive noise, such as painting and carpet installation, permitted hours remain 7:00 a.m. to 6:00 p.m. Monday through Friday, and 8:00 a.m. to 5:00 p.m. on Saturday. No work whatsoever shall be 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 and meet current noise abatement codes.

- 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.** Contractor's 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 of the appropriate trade.
- 1.8 **CONTRACTOR'S CONDUCT:** Member's contractor(s), their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.

2.0 **APPLICATIONS - THROUGH THE WALL A/C-H/P UNITS**

2. Units must be installed in knock-out panel areas, under windows, or as determined by the Permits and Inspections office, with due consideration given to the effect on adjoining manors.
- 2.3 Units must not be located more than 12" off the floor as measured from the bottom of the unit, unless otherwise approved by the Permits and Inspections office due to site conditions.
- 2.4 No unit may project directly into a walkway area or into a breezeway.
- 2.5 Window mounted units are prohibited.
- 2.6 Sleeves must be painted to match the color of the wall.
- 2.7 Above grade installation of heat pumps require condensation drain line connection to an approved discharge location. Mutual Member assumes all responsibilities for any damage that may occur.
- 2.8 In the absence of an approved alternate heat source, removal of the A/C-H/P unit and sleeve is prohibited.
- 2.9 Removal of sleeves in stucco walls require that the patch must be made in accordance with standard construction practices to maintain the water

proof integrity of the wall. The texture and color must match the existing wall..

- 2.10** Removal of sleeves in walls with wood siding must be made in accordance with standard construction practices to maintain the water proof integrity of the wall. The entire section of wood siding under a window, from trim to trim must be replaced and the texture and color must match the existing wood siding..

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- 2.16** Above grade installation of heat pumps require condensation drain line connection to an approved discharge location.

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3.0 APPLICATIONS - CENTRAL and DUCTLESS UNITS

- 3.1** The location of condensers must be approved by the Permits and Inspections office. Prior to permit issuance, consideration will be given to any effected or adjoining manors. Mutual Member is required to submit signed Neighbor Awareness forms as deemed needed by the Permits and Inspections office.
- 3.2** The size of condensers must not exceed 48" high, 37" wide or 36" deep.
- 3.3** Only one outdoor condensing unit per manor is permitted.
- 3.4** All landscape and irrigation revisions to accommodate the location of a condenser must be made by the Mutual at the Mutual Member's expense.
- 3.5** Condensation drain lines must be routed to an approved location.
- 3.6** Roof mounted condensers are prohibited.
- 3.7** Condensers must be installed at ground level and mounted on an approved concrete or plastic pad and must be located within 24" of the building wall.
- 3.8** All exterior wiring, condensate, and coolant lines must be encased in a single square sheet metal chaseway painted to match the color of the wall.
- 3.9** The metal chaseway must be of the two-piece type. Chaseways must be made rodent proof by using wiremesh at the bottom of the chaseways.
- 3.10** The length of the run(s) must be kept to a minimum and be as unobtrusive as possible.

- 3.12** Cutting of a cornice moulding to accommodate a chase-way shall be performed by removing the affected section of moulding, cutting the metal flashing at both ends, applying sealant under the metal flashing, bending the metal flashing to be flush with the wall and fastening the metal flashing in place using screws. Sealant shall be applied as needed and the cut ends of the cornice moulding shall be sealed.
- 3.13** Watertight seals must be provided around all penetrations.
- 3.14** Cutting or altering roof trusses for the installation of air handlers in attic spaces are strictly prohibited.
- 3.15** When air handlers are installed in water heater closets, sufficient space must be provided above and around the water heater for repair and replacement of the water heater.