



UNITED LAGUNA WOODS  
MUTUAL

**OPEN MEETING**

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

Wednesday, September 26, 2018 – 9:30 a.m.  
Laguna Woods Village Community Center Board Room  
24351 El Toro Road

Directors Present: Juanita Skillman, Janey Dorrell, Don Tibbetts, Maggie Blackwell, Gary Morrison, Cash Achrekar, Manuel Armendariz, Pat English, and Andre Torng and Reza Bastani (arrived late)

Directors Absent: Carl Randazzo (excused)

Staff Present: Siobhan Foster, Brett Crane, Eve Morton, Eileen Paulin and Cheryl Silva

Others Present: VMS: Mary Stone, Dick Rader, Anthony Liberatore

1. Juanita Skillman stated the purpose of this meeting was to approve resolutions on 30-day review from August. The Board will not take action on any items not on the agenda.
2. President Skillman led the pledge of allegiance
3. Director Blackwell made a motion to add (6d & 6e) Architectural Control and Standard Committee recommendations for (455-C) and (645-C) to the agenda. The motion was seconded by Director Achrekar. The amended agenda passed by unanimous consent.
4. Open Forum (Three Minutes per Speaker) – *At this time Members may address the Board of Directors regarding items not on the agenda and within the jurisdiction of this Board of Directors. There is a maximum time limit of three minutes per speaker and a speaker may only address the Board once during this period. The Board reserves the right to limit the total amount of time allotted for the Open Forum.*

Several members spoke about immediately stopping the use of "Round-up"

pesticide in the Community.

5. Responses to Open Forum Speakers

Director Blackwell commented that the pesticide test is in progress and the Board is taking the issue seriously. The Board will decide on the use of pesticides in the Community before the end of the year.

Director Morrison commented that the residents must be aware that changing from "Round-up" to another form of pesticide may cost more money monthly.

Director Tibbetts asked Julie Bagish about the pesticide used around her unit.

6. Unfinished Business

**6a.** Entertain a Motion to Adopt a the Amended United Harassment, Nuisance and Clutter Policies (**AUGUST initial notification – 30 day notification to comply with Civil Code §4360 has been satisfied**)

Director Blackwell read the following resolutions:

**RESOLUTION 01-18-102**  
**Harassment Policy**

**WHEREAS**, the Governing Documents Review 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**, September 26, 2018, that the Board of Directors of this Corporation hereby adopts the Harassment Policy, 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.

**AUGUST Initial Notification**  
**30-Day notification to comply with Civil Code §4360 has been satisfied.**

**RESOLUTION 01-18-103**  
**Nuisance Policy**

**WHEREAS**, the Governing Documents Review 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**, September 26, 2018, that the Board of Directors of this Corporation hereby adopts the Nuisance Policy, 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.

**AUGUST Initial Notification**

**30-Day notification to comply with Civil Code §4360 has been satisfied.**

**RESOLUTION 01-18-104**  
**Clutter Policy**

**WHEREAS**, the Governing Documents Review Committee has recommended revising the Care & Maintenance of Patios, Balconies, Breezeways & Walkways Policy addressing the safety and prevention of damage issues relating to items placed in or on Common Area and Exclusive Use Common Areas;

**NOW THEREFORE BE IT RESOLVED**, September 26, 2018, that the Board of Directors of this Corporation hereby amends the Care & Maintenance of Patios, Balconies, Breezeways & Walkways Policy, and renames it to "Clutter Policy," as attached to the official minutes of this meeting; and

**RESOLVED FURTHER**, that Resolution 01-03-134 adopted September 9, 2003 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.

**AUGUST Initial Notification**

**30-Day notification to comply with Civil Code §4360 has been satisfied.**

Director Blackwell made a motion to adopt the amended United Harassment, Nuisance and Clutter Policies. The motion was seconded by Director Dorrell and it passed by unanimous consent.

**6b. Entertain a Motion to Adopt a Resolution for Revisions to the United Architectural Standard 15: Floor Coverings; Exterior (AUGUST initial notification – 30 day notification to comply with Civil Code §4360 has been satisfied)**

Director Blackwell read the following resolution:

**RESOLUTION 01-18-105**

**Revise Alteration Standard 15: Floor Coverings: Exterior  
[Balconies and Patios]**

**WHEREAS**, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary; and,

**WHEREAS**, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard 15: Floor Coverings: Exterior.

**NOW THEREFORE BE IT RESOLVED**, September 26, 2018, that the Board of Directors of this Corporation hereby adopts revisions to Alteration Standard 15: Floor Coverings; Exterior [Balconies and Patios], attached as part of the Official Minutes;

**RESOLVED FURTHER**, that Resolution 01-05-64, adopted June, 2005 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 this resolution as written.

**AUGUST Initial Notification**

**30-Day notification to comply with Civil Code §4360 has been satisfied.**

Director Blackwell made a motion to resolution for revisions to the United Architectural Standard 15: Floor Coverings; Exterior. The motion was seconded by Director Dorrell and it passed by unanimous consent.

**6d. Entertain a Motion to Adopt a Resolution for Revisions to the United Architectural Standard 16: Fences; Wrought Iron (AUGUST initial notification – 30 day notification to comply with Civil Code §4360 has been satisfied)**

Director Blackwell read the following resolution:

**RESOLUTION 01-18-106**

**Revise Alteration Standard 16: Fences; Wrought Iron**

**WHEREAS**, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary; and,

**WHEREAS**, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard 16: Fences, Wrought Iron.

**NOW THEREFORE BE IT RESOLVED**, September 26, 2018, that the Board of Directors of this Corporation hereby adopts revisions to Alteration Standard 16: Fences; Wrought Iron attached as part of the Official Minutes;

**RESOLVED FURTHER**, that Resolution 01-03-170, adopted December 2003, 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 this resolution as written.

Director Blackwell made a motion to approve a resolution for revisions to the United Architectural Standard 16: Fences; Wrought Iron. The motion was seconded by Director Achrekar and it passed by unanimous consent

The next two items were added to the agenda.

**6d.** Approval Recommendation – 455-C (Madrid, 4) Window Addition in Living Room

Director Blackwell read the following resolution:

**RESOLUTION 01-18-107**  
**Variance Request**

**WHEREAS**, Ms. Sharon Bogin of 455-C Avenida Sevilla (Madrid, 4), requests Board approval of a variance for a window addition in living room; and

**WHEREAS**, a Neighborhood Awareness Notice was sent to Owners of affected units on August 30, 2018, 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 September 20, 2018.

**NOW THEREFORE BE IT RESOLVED**, on September 26, 2018, the Board of Directors hereby approves the request with the condition that the proposed alterations are constructed in accordance with the Conditions of Approval as included in the official Board Decision Notice;

**RESOLVED FURTHER**, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property Shareholder at 455-C and all future Mutual Shareholders at 455-C.

**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 Blackwell made a motion to approve a resolution for 455-C (Madrid, 4) Window Addition in Living Room. The motion was seconded by Director English

Discussion ensued among the Directors.

President Skillman called for the vote and the motion passed by unanimous consent.

**6e. Approval Recommendation – 645-C (Cordoba, 1A4R) Retain Previous Paint Scheme Entry Door**

Director Blackwell read the following resolution:

**RESOLUTION 01-18-108**  
**Variance Request**

**WHEREAS**, Ms. Elizabeth Rodriguez of 645-C Avenida Sevilla, a Cordoba style unit, requests Board approval of a variance to retain the 'Spiced Berry' red entry door color; and

**WHEREAS**, a Neighborhood Awareness Notice was sent to Owners of affected units on September 11, 2018, 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 September 20, 2018.

**NOW THEREFORE BE IT RESOLVED**, on September 26, 2018, the Board of Directors hereby approves the request with the condition that the proposed alterations are constructed in accordance with the Conditions of Approval as included in the official Board Decision Notice;

**RESOLVED FURTHER**, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property Shareholder at 645-C and all future Mutual Shareholders at 645-C.

**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 Blackwell made a motion to approve a resolution for 645-C (Cordoba, 1A4R) Retain Previous Paint Scheme Entry Door. The motion was seconded by Director English and it passed by unanimous consent.

**7. Director's Comments**

- Directors Dorrell and Achrekar thanked Director Tibbetts and Director English for their service on the United Board.
- Director Torng asked about the comments that the Landscape Division is

understaffed.

- Siobhan Foster, COO, asked Director Torng to provide examples to the Landscape Committee for follow-up with the Landscaping Division.
- Director English thanked the Board for their service; she has enjoyed working on the Board.
- Director Achrekar thanked the residents for their input on the pesticides.
- Director Armendariz thanked the residents for coming out today to speak out about "Round-up" and encouraged the Board to make changes to the use of pesticide.
- President Skillman commented about the use of pesticides to eliminate ants and how the residents are notified.

8. **Recess to Discuss and Consider Legal Matters** – *At this time the Meeting will recess for lunch and reconvene to Executive Session to discuss the following matters per California Civil Code §4935.*

The Board recessed to closed session at 10:15 a.m.

9. The meeting was adjourned at 12:04 p.m.



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Maggie Blackwell, Secretary to the Board  
United Mutual Laguna Hills