



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

**Tuesday, July 9, 2019, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California**

Directors Present: Juanita Skillman, Carl Randazzo, Cash Achrekar, Maggie Blackwell, Gary Morrison, Elsie Addington, Manuel Armendariz, Reza Bastani, Anthony Liberatore, Sue Margolis and Andre Torng

Directors Absent: None

Staff Present: Jeff Parker, CEO; Siobhan Foster, COO; Chuck Holland, Chris Spahr, Tim Moy, Betty Parker, and Daniel Hillburn

Others Present: VMS: Dick Rader
Jeff Beaumont, Esq. of Beaumont Tashjian

1. Call Meeting to Order/Establish Quorum

President Skillman called the meeting to order at 9:30 a.m. and acknowledged that a quorum was present.

2. Pledge of Allegiance

Director Armendariz led 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 Morrison made a motion, seconded by Director Randazzo to approve the agenda.

Director Randazzo made an amendment to add the following item to the agenda. The motion was seconded by Director Blackwell and the amendment passed by a vote of 10-0-1 (Director Bastani abstained).

- 13c. Discuss and Consider Investment Management Services—SageView Advisory Group

Discussion ensued among the Directors.

Director Randazzo made a motion, to approve the agenda as amended. The motion was seconded by Director Blackwell.

President Skillman called for the vote on the amended agenda and the motion passed by a vote of 8-2-1 (Directors Torng and Armendariz opposed; Director Bastani abstained).

5. Approval of Minutes

- a. June 11, 2019 – Regular Open Session
- b. June 25, 2019 – Special Open Meeting (Handyman Program)

Director Blackwell made a motion to approve the minutes of June 11, 2019, Regular Open Session and June 25, 2019, Special Open Meeting. The motion was seconded by Director Randazzo.

President Skillman called for the vote and the United Regular Open Session minutes of June 11, 2019 and United Special Open Meeting minutes of June 25, 2019, were approved without objection.

6. Report of the Chair

President Skillman introduced Tim Moy, Director of Security and Community Access, to give an update on Earthquake Preparedness.

Tim Moy, Director of Security and Community Access, gave an update on Earthquake Preparedness.

President Skillman commented about the Budgets.

7. Open Forum

Members made comments regarding the following:

- Thanked the Men's Golf Club for their donation to the LWV Foundation and read "thank you" notes received from the residents
- The benefits of the LWV Foundation;
- Policy to allow guarantors;
- Tree trimming;
- Continuing the Handyman Program;
- Report on the solar energy panels;
- Water damage and mole in a neighbor's unit.

8. Responses to Open Forum Speakers

Several Directors responded to Member comments:

- President Skillman commented that the Chair of the Maintenance and Construction Committee will give a report on the solar energy project during Committee Reports;

- Director Blackwell commented about the tree trimming schedule and allowing guarantors;
- Director Morrison commented about the pilot Handyman Program, upgrading the water supply lines and allowing guarantors;
- Director Randazzo commented about the grade of the copper lines, water intrusion and Handyman Trial Program; He noted that the solar energy report was published at the last Maintenance and Construction Committee;
- President Skillman commented about a Chargeable Service Program;
- Director Armendariz commented about the Handyman Program, Solar Energy Program, and the importance of the Good Neighbor Program in the event of an emergency;
- Director Achrekar is chairing the Handyman Program Task Force and asked residents to be patient for the results from the Task Force; he also commented on Laguna Woods Village Foundation donations;
- Director Torng commented about allowing guarantors, tree trimming, responses to work requests and the Solar Energy Project.

a. Follow-up from the June 11, 2019, Board Meeting Open Forum – Director Margolis

Director Margolis responded to Member comments:

- To manage the dust on the maintenance and horse trail, half will be paved in part of the asphalt paving project in October or November, and the other half will be maintained with the usual mulch and path materials for the horses.
- The best strategy to combat transients jumping over walls is to plant large, thorny, obstructive plants near the problem areas;
- No arm will be installed on Gate 4 because the Gate is exit-only; a motorized gate will be installed to replace the manual gate when closed at night.

9. Update from VMS - Director Beldner

President Skillman announced that Director Beldner was ill and there would be no VMS Update.

10. CEO Report

CEO Jeff Parker reported on the following subjects:

- 2020 Tree Trimming Schedule (which will include the discussed tree);
- The Business Planning Committee will continue on Wednesday, July 10 at 8:30 a.m. for Version 1;
- SB-754, a bill relating to HOA elections by acclamation that the Laguna Woods Village, is now in the Assembly and could be sent to the Governor's desk as soon as August;
- The GRF Cost Sharing Task Force will meet on July 17th at 1:30 p.m. in the Board Room;
- Staff is reviewing the process of how Resident Services tickets are processed and closed in order to make Resident Services more efficient;

- Gate retrofit is complete for gates 1, 3, 7 & 9. Construction began on Monday, June 24 for Gates 4 and 10, and Gate 14 to be reopened in early August.

11. Consent Calendar

11a. Architectural Control and Standards Committee Recommendations:

- (1) Recommend Approval – 327-D (Sevilla, 5) Room Addition on Front Patio

RESOLUTION 01-19-52 **Variance Request**

WHEREAS, Mr. Gregory McLaughlin of 327-D Avenida Carmel, a Seville (Plan 5) style unit, requests Board approval of a request to construct a room addition on his front patio;

WHEREAS, a Neighborhood Awareness Notice was sent to Owners of affected units on June 5, 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 June 20, 2019.

NOW THEREFORE BE IT RESOLVED, on July 9 2019, the Board of Directors hereby approved the request to construct a room addition on his front patio;

RESOLVED FURTHER, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Shareholder at 327-D and all future Shareholders at 327-D.

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.

11b. Landscape Committee Recommendations:

- (1) Recommendation to Approve the Request for Tree Removals: Building 48 Calle Cadiz – Three Canary Island Pine

RESOLUTION 01-19-53 **Approval of Removal of** **Three Canary Island Pine Trees at Building 48 Calle Cadiz**

WHEREAS, on June 13, 2019, the Landscape Committee reviewed a request for the removal of three Canary Island Pine trees. The request was received from the Maintenance and Construction Department, who cited the reasons as the existing concrete walkways were damaged caused by the three subject pine trees and, if the trees remain, there is potential for future damage to the new walkways due to proximity of the trees and their subsequent root growth; and

WHEREAS, on June 13, 2019, the Landscape Committee recommended to approve the removal of three Canary Island Pine trees located at Building 48 Calle Cadiz based on potential for future damage to the new walkways due to proximity of the trees and their subsequent root growth;

NOW THEREFORE BE IT RESOLVED, July 9, 2019, the Board of Directors approves the request for the removal of three Canary Island Pine trees, and;

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

- (2) Recommendation to Deny the Request for Tree Removal: 916-D Avenida Majorca, Aleppo Pine

RESOLUTION 01-19-54

Denial of Removal of One Aleppo Pine Tree – 916-D

WHEREAS, February 12, 2013, that the Board of Directors adopted Resolution 01- 13-17 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.
- 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 June 13, 2019, the Landscape Committee reviewed a request to remove one Aleppo Pine tree. The request was received from the Member at 916-D, who cited the reasons as structural damage, sewer pipe and roof damage, and needles clogging the drains;

WHEREAS, the Committee recommended to deny the removal of one Canary Island Pine tree located at 916-D due to no visible signs of decay or disease, minimal surface roots, displays a well-balanced canopy and there is no visible damage to the patio wall or sidewalk. The mainline was cleared in December 2015, with no record of roots being present;

NOW THEREFORE BE IT RESOLVED, July 9, 2019, the Board of Directors denies the request for the removal of one Aleppo Pine tree at 916-D, and;

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

11c. Finance Committee Recommendations:

(1) Approval of Resolution to Record Lien against Member ID #947-454-74

RESOLUTION 01-19-55
Recording of a Lien

WHEREAS, Member ID 947-454-74; 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, July 9, 2019, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-454-74 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.

(2) Approval of Resolution to Record Lien against Member ID #947-414-07

RESOLUTION 01-19-56
Recording of a Lien

WHEREAS, Member ID 947-414-07; 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, July 9, 2019, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-414-07 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 #947-403-75

RESOLUTION 01-19-57
Recording of a Lien

WHEREAS, Member ID 947-403-75; 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, July 9, 2019, that the Board of Directors hereby approves the recording of a Lien for Member ID 947-403-75 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.

Director Randazzo made a motion to approve the Consent Calendar resolutions. The motion was seconded by Director Morrison.

Discussion ensued among the Directors.

President Skillman called for the vote and the motion to approve the Consent Calendar resolutions passed unanimously.

12. Unfinished Business

12a. Consistent with its statutory obligations under Civil Code §5501, a subcommittee of the Board consisting of the Treasurer and at least one other Board member reviewed the United Laguna Woods Mutual financials for the month of May, 2019, and such review is hereby ratified.

Director Blackwell made a motion, seconded by Director Randazzo, to approve the financial review.

Discussion ensued among the Directors.

President Skillman called for the vote and the motion passed by a vote of 7-4-0 (Directors Armendariz, Torng, Margolis and Bastani opposed).

13. New Business

13a. Entertain a Motion to Introduce a Resolution for Enforcement of Move-In and Move-Out Rules and Regulations

Director Blackwell read the following resolution:

RESOLUTION 01-19-XX
Move-In/Move-Out Hours

WHEREAS, the Governing Documents Review Committee has recommended adopting the Move-In/Move-Out Hours, to fairly and reasonable address timeframes for residents moving into the Community; and

WHEREAS, the current Move-In/Move-Out Hours allow for moves to commence between the hours of 7:00 AM and 6:00 PM with completion by 10:00 PM, of the same day; and

WHEREAS, no vehicle of any household goods carrier shall be loaded, unloaded, or permitted to be loaded or unloaded, in or upon any real property managed by this Corporation unless such loading or unloading occurs during the designated times; and

WHEREAS, no household goods shall be deposited, permitted to be deposited, permitted to remain, carried, or permitted to be carried, prior to loading or subsequent to unloading of any vehicle of a household goods carrier, in or upon any real property managed by this Corporation except during the hours that such loading or unloading is permitted;

NOW THEREFORE BE IT RESOLVED, July 9, 2019, the Board of Director of this Corporation hereby introduces a resolution amending the Move-In/Move-Out hours to commence between the hours of 7:00 AM and 4:00 PM with completion by 8:00 PM.; and

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

JULY initial notification-Must postpone 28-days for Member review to comply with Civil Code §4360

Director Blackwell made a motion to introduce a resolution for enforcement of move-in and move-out rules and regulations. The motion was seconded by Director Randazzo.

Discussion ensued among the Directors.

President Skillman called for the vote and the motion passed by a vote of 10-0-0 (Director Margolis was absent for the vote).

13b. Entertain a Motion to Introduce a Resolution for Traffic School Eligibility

Director Blackwell read the following resolution:

RESOLUTION 01-19-XX
Vehicle, Traffic and Parking Rules

WHEREAS, the Security Department is responsible for the administration of the Laguna Woods Village Vehicle, Traffic, and Parking Rules; including coordination of Traffic School; and

WHEREAS, Traffic School is designed for Laguna Woods Village drivers, to address traffic safety topics, and is available to an individual once during any three-year period; and

WHEREAS, the Board has identified violations that are ineligible for Traffic School, such as certain parking violations that are not related to the material discussed in Traffic School and serious moving violations that endanger the Community;

NOW THEREFORE BE IT RESOLVED, on July 9, 2019, the Board of Directors of this Corporation hereby introduces a resolution amending the Traffic School section of the Vehicle, Traffic and Parking Rules, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 01-19-11 approved on January 8, 2019; 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 as written.

JULY initial notification-Must postpone 28-days for Member review to comply with Civil Code §4360

Director Blackwell made a motion to introduce a resolution for traffic school eligibility. The motion was seconded by Director Randazzo.

Discussion ensued among the Directors. Several Members suggested revisions to this resolution.

Director Armendariz moved to amend the motion to send this item back to Committee for revisions. The motion was seconded by Director Margolis.

Discussion ensued among the Directors. President Skillman called for the vote and the

motion to send the resolution back to Committee failed 4-7-0 (Director Armendariz, Bastani, Margolis and Torng approved).

Director Skillman moved to amend the resolution to allow traffic school eligibility in addition to the fine. Director Addington seconded the motion.

Discussion ensued among the Directors.

Frances Rangel of Compliance and Security clarified the purpose of the proposed resolution.

President Skillman withdrew her motion to amend the resolution to allow traffic school eligibility in addition to the fine.

President Skillman called for the vote and the motion to introduce a resolution for traffic school eligibility passed by a vote of 7-4-0 (Director Torng, Armendariz, Margolis and Bastani opposed).

This item was added to the agenda:

13c. Discuss and Consider Investment Management Services—SageView Advisory Group

Director Morrison made a motion to move this item to closed session. The motion was seconded by Director Achrekar and passed by a vote of 9-0-0 (Directors Randazzo and Blackwell were absent for the vote).

14. Committee Reports

14a. Report of the Finance Committee / Financial Report – Director Morrison showed a presentation on the Treasurer's Report and reviewed the resale and lease reports. The Committee met on May 28, 2019; next meeting will be July 30, 2019, 2:00 p.m. in the Sycamore Room

14b. Report of the Architectural Control and Standards Committee – Director Achrekar gave a report from the last Committee meeting. The Committee discussed sewer leakages and variance requests. The Committee met on June 20, 2019; next meeting will be August 15, 2019, 9:30 a.m. in the Elm Room.

14c. Report of the Communications Committee – Director Blackwell discussed that nominations open today for the United Board. Prospective Candidates can pick up an application from the Corporate Secretary. She mentioned the requirements to run for the United Board. Next meeting TBA.

14d. Report of Member Hearings Committee (closed session) – Director Achrekar gave a report from the last Committee meeting. The Committee met on June 27, 2019; next

meeting will be July 25, 2019, 9:00 a.m. in the Sycamore Room.

14e. Report of the Governing Documents Review Committee – Director Blackwell gave a report from the last Committee meeting. The Committee would like to give the Move-in/Move-out information to realtors first. She also discussed laundry rooms and overnight access to the laundry rooms, and traffic school eligibility. The Committee met on June 24, 2019; next meeting will be July 22, 2019, 1:30 p.m. in the Sycamore Room.

14f. Report of the Landscape Committee – Director Blackwell gave a report from the last Committee meeting. The Committee discussed tree removals, turf maintenance and methodology and creek boundaries. The Committee met on June 13, 2019; next meeting will be August 8, 2019, 9:00 a.m. in the Board Room.

14g. Report of the Maintenance & Construction Committee – Director Randazzo gave a report from the last Committee meeting. The Committee discussed the Handyman project, decided to not install water detection devices in the units, continue the hot water heater replacement program. The Committee met on June 26, 2019; next meeting will be August 28, 2019, 9:00 a.m. in the Board Room.

14h. Report of the Resident Advisory Committee – Director Achrekar encouraged residents to attend the next Committee meeting to resolve any issues they have in the Community. The Committee met on June 13, 2019; next meeting will be July 11, 2019, 4:00 p.m. in the Sycamore Room.

15. GRF Committee Highlights

15a. Report of the Finance Committee – Director Morrison gave highlights from the last Committee meeting. The Committee met on June 19, 2019; next meeting will be August 21, 2019, 1:30 p.m. in the Board Room.

15b. Report of the Community Activities Committee – Director Margolis gave highlights from the last Committee meeting. The Committee discussed setting the maximum clubs to 250, annual fee of \$50 per club and fees could be used to rollover times, limit rollovers to 104. The Committee did not meet in June, 2019; next meeting will be July 11, 2019, 1:30 p.m. in the Board Room.

15c. Report of the Landscape Committee – Director Blackwell gave highlights from the last Committee meeting. The Committee decided to meet quarterly. The Committee met on May 15, 2019; next meeting will be August 14, 2019, 1:30 p.m. in the Board Room.

15d. Report of the Maintenance & Construction Committee – Director Randazzo gave highlights from the last Committee meeting. The Committee met on June 12, 2019; next meeting will be August 14, 2019, 9:30 a.m. in the Board Room.

- Solar Power Plant Task Force – Director Margolis gave an update from the last Task Force meeting.
- Handyman Program Task Force – Director Achrekar gave an update from the last Task Force meeting

15e. Village Energy Task Force Charter – Director Randazzo gave a report from the last Task Force meeting. The Task Force discussed the use of micro grids; if they choose to go forward, the project would supply power to community center and clubhouses with solar arrays and backup batteries. The Task Force met on July 3, 2019; next meeting will be September 4, 2019 at 1:30 p.m. in the Board Room.

15f. Report of the Media and Communication Committee – Director Blackwell gave highlights from the last Committee meeting. The Committee discussed the channel line-up and ways to decrease cost. The Committee met on June 17, 2019; next meeting will be July 15, 2019, 1:30 p.m. in the Board Room.

15g. Report of the Mobility and Vehicles Committee – Director Addington gave highlights from the last Committee meeting. The Committee discussed the new buses and encouraged bus rider to come to the Committee. The Committee met on June 5, 2019; next meeting will be August 7, 2019, 1:30 p.m. in the Board Room.

15h. Report of the Security and Community Access Committee – Director Liberatore gave highlights from the last Committee meeting. The Committee discussed the gate closures, installation of shepherd's crooks on the walls, earthquake preparedness. The Committee met on June 24, 2019; next meeting will be August 26, 2019, 1:30 p.m. in the Board Room.

15i. Laguna Woods Village Traffic Hearings – Director Torng summarized the frequently repeated violations heard at the traffic hearings. The hearings were held on June 24, 2019; next hearings will be on July 17, 2019, 9:00 a.m. in the Board Room and 1:00 p.m. in the Sycamore Room.

15j. Disaster Preparedness Task Force – Director Achrekar gave highlights from the last Committee meeting. The Task Force received notification on the earthquake. The Task Force did not meet in June, 2019; next meeting will be July 30, 2019, 9:30 a.m. in the Board Room.

16. Future Agenda Items

- 16a.** Committee Advisor Qualifications, Procedures and Policy
- 16b.** Recognition Agreement for Lenders.
- 16c.** Allow Guarantors

17. Director's Comments

18. Recess - *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 meeting recessed at 12:35 p.m. into the Executive Session.

The Executive Session was recessed to Open Session at 4:24 p.m.

During open session the Board approved changing Investment Management Services to SageView Advisory Group.

President Skillman called for the vote to approve changing the Investment Management Services to SageView Advisory Group and the motion passed by a vote of 7-3-1 (Directors Bastani, Achrekar, Armendariz opposed; Director Liberatore abstained).

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

During the June 11, 2019, Regular Executive Session, the Board:

Approval of Agenda

Approval of the Following Meeting Minutes;

(a) May 14, 2019 – Regular Closed Meeting

Discussed Member Disciplinary Cases

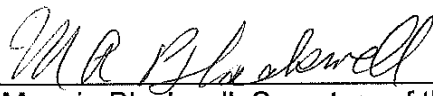
Discussed and Considered Contractual Matters

Discussed Personnel Matters

Discussed and Considered Legal and Litigation Matters

19. Adjourn

The meeting was adjourned at 4:35 p.m.



Maggie Blackwell, Secretary of the Board
United Laguna Woods Mutual