

Joint Hearing Body Committee adopted November 8, 2022; 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 Asgari made a motion to approve Resolution 01-23-07. Director Tuning seconded.

Hearing no changes or objections, the motion was called to a vote and passed unanimously.

14. New Business

e. Town Halls – (Oral Discussion)

Director Casey provided updates regarding the Town Hall meeting that occurred on January 13, 2023.

Director Asgari provided updates regarding the Town Hall meeting that occurred on February 10, 2023.

Director Blackwell commented on what will be discussed on the agenda for the Town Hall Meeting on Friday, March 10, 2023.

b. Entertain a Motion to Approve Supplemental Appropriation for United Turf Reduction Projects

RESOLUTION 01-23-08

**Supplemental Appropriation for Turf
Reduction**

WHEREAS, the 2022 Business Plan allocated \$388,294 for turf reduction and replacement of high water use plant material; and

WHEREAS, the United Landscape Committee directed staff to develop turf removal locations and strategies; and

WHEREAS, as a result of the extended design time frames, the budgeted funds for turf reduction for Fiscal Year 2022 were not fully expended, with a balance of \$189,480;

NOW THEREFORE BE IT RESOLVED, on February 14, 2023, that the

Board of Directors of this Corporation hereby authorizes a supplemental appropriation of \$189,480 to complete the Turf Removal Projects budgeted in Fiscal Year 2022; 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 Casey made a motion to approve Resolution 01-23-08. Director Bok seconded.

Hearing no changes or objections, the motion was called to a vote and passed 9-0-1. Director Achrekar abstained.

c. Entertain a Motion to Approve Supplemental Appropriation for Shepherd's Crook Installation

RESOLUTION 01-23-09

**Supplemental Appropriation
for Shepherd's Crook
Installation**

WHEREAS, in May 2017, the City of Laguna Woods issued CUP-1135 governing the replacement of barbed-wire fencing with Shepherd's Crook fence; and

WHEREAS, The 2023 Business Plan approved by the United Board allocates \$35,000, from the Reserve Fund to install approximately 300 linear feet of Shepherd's Crook fencing along El Toro Road; and

WHEREAS, on December 28, 2022 and on January 31, 2023, the United M&C and Finance Committees endorsed a recommendation for a supplemental appropriation in the amount of \$40,000 to install an additional 400 linear feet of Shepherd's Crook along El Toro Road, east of Gate 1;

NOW THEREFORE BE IT RESOLVED, on February 14, 2023, the Board of Directors of this Corporation hereby authorizes a supplemental appropriation in the amount of \$40,000 to be funded from the Reserve Fund; and

RESOLVED FURTHER, a supplemental appropriation is authorized from the Reserve Fund in the amount of \$40,000 to be used for this project; 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 Asgari made a motion to approve Resolution 01-23-09. Director Tuning seconded.

Hearing no changes or objections, the motion was called to a vote and passed unanimously.

d. Entertain a Motion to Approve Exclusive Use Agreement for Common Area Parking for 901-Q

Director Tuning made a motion to approve Exclusive Use Agreement for Common Area Parking for 901-Q. Director Asgari seconded.

Hearing no changes or objections, the motion was called to a vote and passed unanimously.

e. Entertain a Motion to Approve the Revision to Architectural Standard 35: Solar Panels, 1 Story Buildings, and Buildings with Unshared Roof Space (February initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)

RESOLUTION 01-23-XX

Alteration Standard, Section 35:

Solar Panels, 1 Story Buildings and Buildings

WHEREAS, the Board of Directors of the United Laguna Woods Mutual (Board) recognizes the need to amend Standards and create new Standards as necessary; and

WHEREAS, the Board recognizes the need to revise Standard 35 - Solar Panels, 1 Story Buildings;

NOW THEREFORE BE IT RESOLVED, March 14, 2023 that the Board hereby adopts Standard 35 - Solar Panels, 1 Story Buildings as attached to the official meeting minutes; and

RESOLVED FURTHER, that Resolution 01-08-61 adopted April 8, 2008, is hereby superseded in its entirety and no longer in effect; and

RESOLVED FURTHER, the Mutual Consent processing fee for Solar Panel installation is to be calculated based on 4.7 hours charged at the current bill rates and

is to be applied at the time an application is approved; and

RESOLVED FURTHER, the Mutual Consent processing fee for Solar Panel installation requests is set at the initial rate of \$223 for 2023 and will be adjusted annually with the adoption of the new bill rates; and

RESOLVED FURTHER, the Mutual Consent processing time for Solar Panel installation requests is to be completed within 45 days from receipt of a complete application; 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.

RESOLUTION 01-23-XX

Solar Application Processing Fee

WHEREAS, alteration and variance requests require significant staff time for proper processing, including research, report preparation, presentation to the appropriate committee and Board; and

WHEREAS, in order to offset a portion of the administrative costs associated with processing variance requests, which is often followed by multiple resubmittals, and can be followed by an appeal to the Board in accordance with Resolution 01-20-27; and

WHEREAS, the following revisions are approved: 1) The Solar Installation Application Fee is revised to \$223; and

WHEREAS, the new Alteration Fee Schedule better aligns the fees with the administrative time it takes to process each task;

NOW THEREFORE BE IT RESOLVED, March 14, 2023, to partially offset administrative costs associated with processing alteration and variance requests, the Board of Directors of this Corporation hereby revise the alteration and inspection fees as attached to the official minutes of this meeting and the new Alteration Fee Schedule will be adopted; and

RESOLVED FURTHER, that Resolution 01-19-22 adopted February 12, 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 the resolution.

Director Blackwell made a motion to approve the Resolutions for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Casey seconded the motion.

Maintenance and Construction Assistant Director, Bart Mejia, provided a presentation regarding this item, and answered questions from the Board

There being no objections, the motion was approved unanimously. (FEBRUARY Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360).

- f. **Entertain a Motion to Approve the Revision to Architectural Standard 42: Solar Panels, 2 Story Buildings with Flat Roofs (February initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)**

RESOLUTION 01-23-XX

Alteration Standard, Section 42: Solar Panels, 2 Story Buildings

WHEREAS, the Board of Directors of the United Laguna Woods Mutual (Board) recognizes the need to amend Standards and create new Standards as necessary; and

WHEREAS, the Board recognizes the need to revise Standard 42 - Solar Panels, 2 Story Buildings;

NOW THEREFORE BE IT RESOLVED, March 14, 2023 that the Board hereby adopts Standard 42 - Solar Panels, 2 Story Buildings as attached to the official meeting minutes; and

RESOLVED FURTHER, that Resolution 01-14-130 adopted October 23, 2014, is hereby superseded in its entirety and no longer in effect; and

RESOLVED FURTHER, the Mutual Consent processing fee for Solar Panel installation is to be calculated based on 4.7 hours charged at the current bill rates and is to be applied at the time an application is approved; and

RESOLVED FURTHER, the Mutual Consent processing fee for Solar Panel installation requests is set at the initial rate of \$223 for 2023 and will be adjusted annually with the adoption of the new bill rates; and

RESOLVED FURTHER, the Mutual Consent processing time for Solar Panel installation requests is to be completed within 45 days from receipt of a complete application; 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.

RESOLUTION 01-23-XX

Solar Application Processing Fee

WHEREAS, alteration and variance requests require significant staff time for proper processing, including research, report preparation, presentation to the appropriate committee and Board; and

WHEREAS, in order to offset a portion of the administrative costs associated with processing variance requests, which is often followed by multiple resubmittals, and can be followed by an appeal to the Board in accordance with Resolution 01-20-27 and

WHEREAS, the following revisions are approved: 1) The Solar Installation Application Fee is revised to \$223; and

WHEREAS, the new Alteration Fee Schedule better aligns the fees with the administrative time it takes to process each task;

NOW THEREFORE BE IT RESOLVED, March 14, 2023, to partially offset administrative costs associated with processing alteration and variance requests, the Board of Directors of this Corporation hereby revise the alteration and inspection fees as attached to the official minutes of this meeting and the new Alteration Fee Schedule will be adopted; and

RESOLVED FURTHER, that Resolution 01-19-22 adopted February 12, 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 the resolution.

Director Blackwell made a motion to approve the Resolutions for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Casey seconded the motion.

Maintenance and Construction Assistant Director, Bart Mejia, provided a presentation regarding this item, and answered questions from the Board

There being no objections, the motion was approved unanimously. (FEBRUARY Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360).

g. Entertain a Motion to Amend the United Anti-Harassment Policy

(February initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)

RESOLUTION 01-23-XX

Amend the United Anti-Harassment Policy

WHEREAS, the United Laguna Woods Mutual Board of Directors, has recognized the need to amend the Harassment Policy to set forth guidelines for harassment complaints received by the Board;

NOW THEREFORE BE IT RESOLVED, March XX, 2023, that the Board of Directors of this Corporation hereby adopt the amended Harassment Policy, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 01-18-102, adopted September 28, 2018, is hereby superseded and cancelled; and

RESOLVED FURTHER, that the officers and agenda 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 the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Tuning seconded the motion.

There being no objections, the motion was approved unanimously. (FEBRUARY Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360).

h. Private Loan Research Ad Hoc Committee Appointments

Director Asgari provided updates regarding the Private Loan Research Ad Hoc Committee, and requested approval to add the following members to the committee:

- Eric Carlson
- Richard Lapoint
- Robert Tucker
- Ken Benson

Director Achrekar made a motion to authorize the above members to serve on the Committee. Director Bok seconded.

Hearing no changes or objections, the motion was called to a vote and passed 8-1-1. Director Liberatore opposed. Director Lee abstained.

15. Director Comments (Two minutes per director)

- Director Asgari reminded the Directors to act with a professional manner at these meetings.
- Director Casey commented on how Directors should not be interrupting each other.
- Director Lee commented the importance of making the building numbers more visible to the eye, additionally to have some more brightening of building colors to the village.

16. Committee Reports

- a. Report of the Finance Committee / Financial Report – Director Asgari. The Committee met on January 31, 2023; next meeting February 28, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Treasurer’s Report – February
 - (2) United Finance Committee Report – January
 - (3) Resales/Leasing Reports – January
 - (4) Report of the Investment Ad Hoc Committee – Director Asgari. The Committee met on February 9, 2023; next meeting TBA.
 - (5) Report of the Loan Ad Hoc Committee – Director Asgari. Next meeting TBA.
- b. Report of the Architectural Controls and Standards Committee – Director Blackwell. The Committee met on January 19, 2023; next meeting March 16, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
- c. Report of Member Hearings Committee – Director Lee. The Committee met on; January 12, 2023; next meeting February 9, 2023, 9:00 a.m. in the Sycamore Room and as a virtual meeting.
- d. Report of the Governing Documents Review Committee – Director Blackwell. The Committee met on January 19, 2023; next meeting February 16, 2023, 1:30 p.m. in the Board Room and as a virtual meeting.
- e. Report of the Landscape Committee – Director Casey. The Committee met on January 23, 2023; next meeting February 27, 2023, 1:30 p.m. in the Board Room and as a virtual meeting.
- f. Report of the Maintenance & Construction Committee – Director Bastani. The Committee met on December 28, 2022; next meeting February 22, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
- g. Report of the United Resident Advisory Committee – Director Liberatore. The committee met on February 9, 2023; next meeting March 9, 2023, at 4:00 p.m. in the Elm Room and as a virtual meeting.

17. GRF Committee Highlights

- a. Report of the GRF Finance Committee – Director Asgari. The committee met on December 21, 2022; next meeting February 15, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- b. Report of the GRF Strategic Planning Committee— Director Casey. The committee met on October 3, 2022; next meeting TBA.
- c. Report of the Community Activities Committee – Director Casey. The committee met on January 12, 2023; next meeting March 9, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the GRF Landscape Committee – Director Casey. The committee met on December 14, 2022; next meeting February 8, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- e. Report of the GRF Maintenance & Construction Committee – Director Simon. The committee met on December 14, 2022; next meeting April 12, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Clubhouse (Facilities) Ad Hoc Committee – Director Simon. The Ad Hoc Committee met January 24, 2023; next meeting TBA.
- f. Report of the Media and Communication Committee – Director Blackwell. The committee met on January 16, 2023; next meeting February 22, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Website Ad-Hoc Committee – Director Liberatore. The committee met on February 8, 2023; Next meeting TBA
 - (2) Broadband Ad Hoc Committee – Director Casey. The committee met on January 24, 2023; next meeting TBA.
- g. Report of the Mobility and Vehicles Committee – Director Asgari. The Committee met on February 1, 2023; next meeting April 5, 2023, at 1:30 p.m. in the Board Room.
- h. Report of the Security and Community Access Committee – Director Blackwell. The Committee met on October 31, 2022; next meeting February 27, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- i. Laguna Woods Village Traffic Hearings – Director Achrekar. The Traffic Hearings were held on January 18, 2023; next hearings on February 15, 2023, at 9:00 a.m. in the Board Room.
- j. Report of the Disaster Preparedness Task Force – Director Liberatore. The Task Force met on January 31, 2023; next meeting March 28, 2023,

at 9:30 a.m. in the Board Room and as a virtual meeting.

- k. Report of the Information Technology Advisory Committee – Director Casey. The Committee met on January 27, 2023; next meeting TBA.
- l. Report of the Compliance Ad Hoc Committee – Director Blackwell. The Committee met on January 27, 2023; next meeting TBA.

18. Future Agenda Items

- e. Revision to Architectural Standard 35: Solar Panels, 1 Story Buildings, and Buildings with Unshared Roof
- f. Revision to Architectural Standard 42: Solar Panels, 2 Story Buildings with Flat Roofs
- g. Amend the United Anti-Harassment Policy

19. Recess - *At this time the meeting will recess for lunch and reconvene to Closed Session to discuss the following matters per California Civil Code §4935.*

The meeting recessed at 1:13 p.m. into the Closed Session.

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

Approval of Agenda

Approval of the Following Meeting Minutes;

(a) January 10, 2023 – Regular Closed Session

Discuss and Consider Member Disciplinary Matters

Discuss Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Legal and Litigation Matters

20. Adjourn

The meeting was adjourned at 5:10 p.m.

DocuSigned by:



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Mary Simon, Secretary of the Board
United Laguna Woods Mutual