



**OPEN MEETING**

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL  
GARDEN VILLA RECREATION ROOM SUB-COMMITTEE**

**Wednesday, September 29, 2021 – 1:30 PM  
Virtual On-Line Meeting**

**MEMBERS PRESENT:** Lynn Jarrett- Chair, Theresa Keegan, Sharon Molineri

**STAFF PRESENT:** Moe Boctor- Interim Staff Officer, Koh Shida, Chontelle Crite

**1. Call to Order**

Chair Jarrett called the meeting to order at 1:30pm

**2. Acknowledgement of Media**

Chair Jarrett noted no members of the media were present.

**3. Approval of the Agenda**

The agenda was approved as written.

**4. Approval of Meeting Report for June 8, 2021**

The Meeting Report of June 8, 2021, was approved as written.

**5. Chair's Remarks**

Chair Jarrett informed that the Rec Room inspections resumed once Moe returned. Four cervitors in the kitchens were replaced, all Rec Room chairs have been replaced, repair work completed, and three Rec Rooms had carpet replaced.

Chair Jarrett requested to be notified after Recreation Room locks are changed to help facilitate members are provided a key per the Third recreation room rules. Chair Jarrett also suggested the Third Board include the Rec Room rules be posted in each Recreation Room.

Chair Jarrett informed the committee she will be showing slides of the Rec Room renovations at the Third Annual Board meeting on October 7, 2021. The slides will showcase photos of the improvements made in the Garden Villa Rec Rooms, the laundry rooms, kitchens, and ladies' restrooms.

**Member Comments - *(Items Not on the Agenda)***

No member comments were received.

**Items for Discussion:**

**6. GV Rec Room Budget Reserves Fund**

Chair Jarrett advised staff to confirm with finance that a total of \$13,867 will be placed into the reserves fund.

**7. 2021 GV Rec Room Budget**

Staff reported, renovations for 2021 are completed to date; out of \$71,831 in the budget, \$70,332 was spent.

Chair Jarrett confirmed the reserve budget in the Garden Villa Recreation Room Fund is the only budget in Third Mutual restricted for the GVA Rec Room use.

**8. Water Heater and Epoxy Flooring Budget Summary**

Staff provided an overview of the budget summary and answered questions from the Sub-committee.

During the Recreation Room inspections, water heaters are reported for necessary maintenance as needed. Based off a 10-year lifecycle, replacements are completed by the Plumbing Department.

Flooring is inspected at the end of every year and is then upgraded to epoxy or repairs to the epoxy is done as needed. 31 out of the 53 total recreation rooms are remaining to be upgraded from vinyl to epoxy flooring. Epoxy flooring in the laundry and recreation room kitchens are budgeted through Third Mutual Board.

**9. 2021 GV Rec Room Expenditures Summary with Pictures**

Staff provided visuals of the completed renovations for 2021.

Completed renovations consisted chair replacements in all the Rec Room, resurfacing of the ladies restroom countertops, kitchen renovations, and carpet replacements.

Visuals of carpet replacements will be included in the Third Board meeting annual presentation.

#### **10. Epoxy Countertops (Oral Discussion)**

Chair Jarrett requested staff to have the countertop epoxy resurfacing 10-year lifecycle to be reevaluated. The new epoxy countertops have the potential to provide a longer lifecycle based on less frequent amount of use.

#### **11. Refrigerators (Oral Discussion)**

Staff provided clarification for replacing personal refrigerators.

There are a total of 9 personal refrigerators. Personal refrigerators are not included in recreation room inspections. If replacement is required, members can purchase from the warehouse.

#### **12. Window Coverings (Oral Discussion)**

Staff provided an update and clarification on window coverings.

A total of 10 rooms currently have metal blinds and 9 rooms have vertical coverings that require upgrading.

If not reported during the Rec Room inspections, any damaged window coverings are reported to resident services. Resident services will then direct the request to Maintenance Department to attempt to repair.

#### **13. Billiard Table (Oral Discussion)**

Sub-committee opened the discussion for changing billiard table for ping pong tables.

Chair Jarrett requested to create a discussion for the GV Board to start moving out the billiard tables in 2022.

Staff confirmed 53 recreation rooms has Billiard tables. Only a few ping pong tables remain and may have been brought in by members.

#### **14. Toilet Replacement (Oral Discussion)**

Sub-committee opened the discussion of replacement of toilets.

Chair Jarrett requested staff to provide a report to determine the number of toilets that still need to be replaced to efficient water conservation models. To date, only 8-10 toilets may not have been upgraded. Moe Boctor will inspect and clarify.

### **15. Exit Signs and Smoke Detectors (Oral Discussion)**

Sub-committee opened the discussion on exit signs and smoke detector safety.

Chair Jarrett requested the Recreation Room exit signs be inspected to determine how many are still electric operated versus the newer battery-operated models. A possible 10 exit signs need to be changed from electric to battery operated.

Staff confirmed smoke detectors are tested during inspections. In future reports, the expiration dates will be provided.

### **16. Rec Room Component Replacement List**

An overview and explanation of the component replacement list was made.

Discussion ensued regarding the components listed and their lifespan; monthly contributions; reserves; projected funds balance and replacement factors; the overall appearance of the Recreation Rooms; usage factors of the rooms; a hypothetical contribution increase and how that relates to future component replacements.

#### **Items for Future Agendas:**

- Decision will be made on providing the history of each Rec Room items and the year of replacements.

#### **Concluding Business:**

Sub-Committee Member Comments:

Sub-committee thanks staff for creating the meeting reports and agenda packets.

Date of Next Meeting: Wednesday Feb 23<sup>RD</sup> 1:30PM

#### **Adjournment**

The meeting was adjourned at 2:41pm

  
Lynn Jarrett, Chair