



OPEN MEETING

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
ENERGY COMMITTEE**

**Wednesday, June 6, 2018 - 9:30 A.M.
Laguna Woods Village Community Center Cypress Room
24351 El Toro Road**

NOTICE and AGENDA

This Meeting May be Recorded

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for May 2, 2018
5. Chairman's Remarks
6. Member Comments (*Items Not on the Agenda*)
7. Department Head Update

Consent:

All matters listed under the Consent Calendar are considered routine and will be enacted by the Committee by one motion. In the event that an item is removed from the Consent Calendar by members of the Committee, such item(s) shall be the subject of further discussion and action by the Committee.

8. Project Log
9. SCE Street Light Outage Report
10. Electric Vehicle History Report (place holder only)
11. Golf Cart Report (place holder only)

Reports:

12. Revised Energy Committee Charter
13. Prioritize Third Mutual Energy Projects for Energy Consultant (oral discussion)

Items for Future Agendas:

- *EV Charging Stations at Stand Alone Laundry Rooms
- *LED Solar Street Lights (low priority)
- *2-story Buildings LED Lighting Pilot Program (low priority)
- *Costs for Level 2 Charging Stations at Stand-alone Laundry Rooms (low priority)



*Investigate the installation of conduit from the electric panels in GV to service the carports

*Install Level II EV Bollard Chargers (on the streets)

*2-3 Year Energy Plan: (Verbal Discussion)

- a) Distributed Energy Resources Contract
- b) Microgrid Investigation
- c) Street Light LED Replacement Program
- d) Street Light Maintenance Contract

Concluding Business:

Date of next meeting – **September 5, 2018**

Adjournment

Bill Walsh, Chair
Ernesto Munoz, Staff Officer
Telephone: 268-2281



OPEN MEETING

**REPORT FOR REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
ENERGY COMMITTEE**

**Wednesday, May 2, 2018 - 1:30 P.M.
Laguna Woods Village Community Cypress Room
24351 El Toro Road**

MEMBERS PRESENT: Bill Walsh – Chair, John Frankel, Burt Baum,
Juanita Skillman, Carl Randazzo, Bert Moldow

Advisors: Steve Leonard

MEMBER ABSENT: Jim Juhan

OTHERS PRESENT: Dick Palmer, Rosemarie di Lorenzo

STAFF PRESENT: Ernesto Munoz - Staff Officer, Mark Stal, Laurie
Chavarria

1. Call to Order

Chair Walsh called the meeting to order at 1:30 P.M.

2. Acknowledgment of Media

Chair Walsh 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 March 7, 2018

The Meeting Report of March 7, 2018 was approved as written.

Chair Walsh asked Director Moldow for an update on the letter he wrote to SCE regarding Utility Tax Savings.

Chair Walsh stated that the updates needed in Stellar to allow for accurate reporting of Electric Vehicles and Golf Carts are a low priority for the Information Services Department at this time.

5. Chairman's Remarks

Chair Walsh remarked on the CPUC rate changes for residential and commercial customers, the definition of Time of Use, programmable dryers and the possibility of laundry facility charges.

6. Member Comments (*Items Not on the Agenda*)

There were no member comments.

7. Department Head Update

Ernesto Munoz provided an update on the proposed SCE project with PAR Electric in United, the Street Light Acquisition project and the RFP for the Walkway Lighting project in Gates 5 & 6.

Consent:

All matters listed under the Consent Calendar are considered routine and will be enacted by the Committee by one motion. In the event that an item is removed from the Consent Calendar by members of the Committee, such item(s) shall be the subject of further discussion and action by the Committee.

The Electric Vehicle History Report was pulled from Consent for discussion. A motion was approved and unanimously carried to approve all items under the consent calendar.

- 8. Project Log**
- 9. SCE Street Light Outage Report**
- 10. Electric Vehicle History Report**

Advisor Leonard commented on missing information from the EV Decal & History Reports.

Discussion ensued regarding parking issues, time of use costs, inadequate infrastructure, the need to collect vehicle identification numbers and accurate reporting as affected by incomplete data collected.

11. Golf Cart Report (carport & home charge)

Advisor Leonard and Director Skillman commented that certain electric golf carts were not listed on the report. The Security Department will start registering every golf cart in July.

Chair Walsh directed staff to leave these items on the agenda as a place holder and to not generate reports until the system for data mining can be corrected.

Reports:

12. Lighting Survey Gates 7 & 8 (oral discussion)

Chair Walsh commented on the survey completed by US Energy. The lighting fixtures in Gates 5/6 are different from those in Gates 7/8. The majority of poles in Gates 7/8 belong to SCE.

Discussion ensued regarding using Siemen's to review the proposed fixtures for walkway lighting once the street light acquisition/LED conversion project is completed, possible replacement of the mushroom cap fixture and adding additional walkway lighting for the dark spots to the 5 year plan.

13. Prioritize Third Mutual Energy Projects for Energy Consultant (oral discussion)

Ernesto Munoz suggested that staff provide a list of priorities to the consultant and they can research and provide costs for budgeting purposes.

Discussion ensued about project priorities. Items to be added to the list are to evaluate photometrics of walkways, research solar powered irrigation/sprinklers, EV charging stations on streets and at Garden Villa buildings.

14. LED Walkway Lighting Approval for United Mutual (11/25/14)

Director Skillman summarized the report on the walkway light improvements that took place on United Mutual's portion of Gates 5/6 in 2014 and 2015. The fixtures are slightly different than the new bollards that are specified for Third Mutual's side of Gates 5/6.

Discussion ensued regarding rebates, LED bulbs, bollard type, dark spots, the lighting pilot near buildings 2354 and 2355, light dispersion, and any history of trips and falls.

15. Revised Energy Committee Charter

Discussion ensued regarding proposed names for the combined Energy Committee, community choice aggregation, city owned light poles, Corporation Bylaws and the possibility of changing from a Committee to a Taskforce.

By consensus, representatives from the three corporations will speak to their attorneys about their Bylaw rules for a joint Committee or Taskforce and bring back suggestions for a new Charter to a future Energy Committee meeting.

OPEN MEETING

Third Energy Committee
May 2, 2018
Page 4 of 4

Items for Future Agendas:


- *EV Charging Stations at Stand Alone Laundry Rooms
- *LED Solar Street Lights (low priority)
- *2-story Buildings LED Lighting Pilot Program (low priority)
- *Costs for Level 2 Charging Stations at Stand-alone Laundry Rooms (low priority)
- *Investigate the installation of conduit from the electric panels in GV to service the carports
- *Install Level II EV Bollard Chargers (on the streets)
- *2-3 Year Energy Plan: (Verbal Discussion)
 - a) Distributed Energy Resources Contract
 - b) Microgrid Investigation
 - c) Street Light LED Replacement Program
 - d) Street Light Maintenance Contract

Concluding Business:

Date of next meeting – June 6, 2018

Adjournment

This meeting was adjourned at 3:39 PM


Bill Walsh, Chair

Third Mutual Energy Committee Project Log (June 2018)

| # | Type | Name | Description | Status | Estimated Completion | Budget |
|---|---------------|---|--|--|----------------------|--|
| 1 | 904 Maint Svc | Solar Street Light Pilot Program | The Energy Committee directed staff to install a solar powered street light as a pilot project. The Committee's goal was to determine whether the solar street light was an economical option to improve street lighting levels without trenching for new conduits. | The pilot installation was completed approximately one year ago on Del Faro. The Board has expressed interest in keeping this fixture and requested a quote to install it permanently. A quote was procured and provided to the Committee for use of a marbleite pole to match others in the community. The Committee directed staff to ask the contractor to wait until Siemens completes the light assessment to determine whether this pilot should be installed permanently. | N/A | Not Budgeted |
| 2 | 904 Maint Svc | Electrical Systems | This program is dedicated to repairing or replacing electrical equipment as needed. | Funding is provided for this program as a contingency to address electrical panel failures. One replacement has occurred at manor 3366-1F. | December 2018 Annual | Budget: \$50,000 Invoiced: \$1,950 Balance: \$48,050 |
| 3 | 920 Projects | Energy Projects | Funding was allocated to advance energy initiatives to reduce the Mutual's energy footprint. These efforts will include partnering with all Boards to pursue an overall energy strategy for the community. Investigate issues such as: Community Choice Aggregation (CCA); Energy Generation During Power Outages; Battery Storage Facilities to help regulate energy flow; Residential Application of Fuel Cell technology; Upgrade of the Community's Aging Electric Infrastructure; Time of Use Strategies; Performance Management Services to Ensure Accurate Billing Rates from SCE; and Infrastructure Upgrades for Electric Vehicle Charging Stations. These are just a few of the topics Board Members have expressed an interest in, and a desire to obtain professional guidance on. | A Professional Service Agreement contract was awarded to The Energy Coalition for a not to exceed amount of \$50,000. Staff will have the consultant review any project that has an energy component. | December 2018 | Budget: \$50,000 Invoiced: \$0 Balance: \$50,000 |

| | | | | | |
|---|--------------|--|---|---------------|---|
| 4 | 920 Projects | <p>Exterior Lighting</p> <p>The Third Board allocated funding in 2018 towards the purchase of the Southern California Edison street light infrastructure. Additionally, funding will be allocated to offset the cost of consulting services to assist with the acquisition, and the upgrade of other exterior lighting.</p> <p>This program also includes funding for walkway lighting needs.</p> | <p>Street Lights: On 4/03/18 the contract with Siemens in the amount of \$843,857 was executed. The scope of work is to assist with the street light acquisition, retrofit of the existing lighting fixtures, and to perform the operations and maintenance of the asset for three years. A kick-off meeting with Siemens was conducted on April 24. Siemens is currently coordinating with SCE to have the acquisition agreement executed with the California Public Utilities Commission (CPUC) scheduled in mid-June. The transfer process of surveying, tagging, and invoicing for the assets will be complete in November 2018. The pilot program to select the LED fixtures for the retrofit will start in September 2018. The LED retrofit of 688 street light fixtures will be completed in March 2019.</p> <p>Walkway Lighting: Supergreen Solutions installed 6 pilot bollards in cul-de-sac 202. These bollards were viewed at night by several Directors and a member from staff. The Directors were pleased with the bollards and gave direction to move forward with an RFP for replacement of all fixtures with these bollards. Staff had a pre-bid meeting on April 26th with 4 contractors in attendance and viewed the site. Bid submission deadline is May 10th, after which staff will review the bids and present a recommendation for contract award at the June M&C meeting.</p> | December 2018 | <p>Budget: \$500,000 Invoiced: \$0 Balance: \$500,000</p> |
|---|--------------|--|---|---------------|---|



Street Light Outage Report June 6, 2018

| Facility | Description | Note | Req Date | Status |
|----------|-------------------------------|--|-----------|-------------|
| B5323 | Street Light to Report to SCE | Edison light pole #2008563E is blinking. | 5/28/2018 | NEW |
| B3071 | Street Light to Report to SCE | #1961382E not working, has a tag on it | 5/16/2018 | IN PROGRESS |
| B5337 | Street Light to Report to SCE | 2008533E / light tagged with caution tape. | 5/8/2018 | NEW |
| B2404 | Street Light to Report to SCE | Edison Lights 1879789E & 189790 E are both out < on grass area by Bldg 2404 > | 5/4/2018 | NEW |
| B5282 | Street Light to Report to SCE | street light is out btwn manor 5283 and 5284 | 4/30/2018 | NEW |
| B3152 | Street Light to Report to SCE | Edison Light # 1961839E (light pole IFO MNR (B) is out | 4/30/2018 | NEW |
| B2218 | Street Light to Report to SCE | Concrete light post next to Mnr A still flickering - light housing old/dirty req replacement | 4/26/2018 | NEW |
| B5509 | Street Light to Report to SCE | Edison light pole #2118824E, light on during daylight hours, possible timer or sensor issue. | 4/26/2018 | NEW |
| B5497 | Street Light to Report to SCE | Light not working <pole # 21185935> | 4/25/2018 | PENDING |
| B3338 | Street Light to Report to SCE | Southwest of building, adjacent cul de sac roadway, Edison lightpole # 2044082E light on during daylight | 4/23/2018 | IN PROGRESS |

RESOLUTION 03-18-XXX

~~Third Laguna Hills Mutual Village~~ Energy Committee Charter and Mission

NOW THEREFORE IT BE RESOLVED, ~~November 18, 2014~~ May 15, 2018, the Board of Directors of the Third Laguna Hills Mutual (hereafter, "Mutual") hereby assigns the duties and responsibilities of this Committee, as follows:

The Village Energy Committee will consist of three members of Third Mutual and two voting members each from United Mutual and GRF.

The mission of the ~~Third Mutual Laguna Hills Village~~ Energy Committee is to identify and recommend to ~~the all~~ Boards, investments in energy technologies which will address safety, economic, environmental and aesthetic issues of the Mutual, ~~and its residents~~, GRF Facilities, and enhance the future property values.

1. Recommend to the Boards for their approval all actions that will result in energy savings for Mutual residents and an improved environment for the Community.
2. Review ~~monthly mutual~~ energy statements and other reports affecting the Corporations' energy usage. ~~of this the Corporations~~. Review anomalous deviations and identify causes of the same and, where undesirable, recommend corrective action. Request development of tools by Staff to facilitate this action.
3. Work closely with Staff and review all devices or systems that either generate, control or consume electricity within ~~Mutual~~ the Corporations. Identify alternatives that would be beneficial. ~~to the Mutual~~ Taking into consideration factors such as efficiency, reliability, sustainability, installation, cost, return on investment, carbon foot print, human factors, and operability. Propose priorities of actions.
4. Seek out financial energy incentive programs applicable to the Mutuals and GRF Facilities.
5. Maintain communications with the ~~other Laguna Woods corporate energy committees~~ Maintenance and Construction Committees and exchange information pertinent to each committee.
6. Work with the Mutual's Communications Committee to make Mutual residents aware of actions they can take to reduce their own energy costs and aid the environment.
7. In conjunction with Staff, make monthly progress reports to the Mutual's and GRF's M&C Committees on investigation results, resident actions and comments and Committee-approved projects.
8. To avoid misunderstandings due to lack of familiarity with technology and products the Committee shall arrange seminars and invite speakers from vendors, universities, trade

groups or consultants and establish a blog site to provide information and answer questions.

9. Suggest action the Board should take with respect to the California Public Utility Commission or legislature regarding proposed tariff charges or bills affecting the Mutual.
10. Work with the Mutual's residents and their installers to identify policy changes that can facilitate residents' actions to reduce energy costs.
11. Advise the Board of Directors regarding requests for proposals pertaining to energy considerations for review and possible modification by the Board before going to Purchasing.
12. Review the bidders list on energy-related proposals, review their qualifications, and advise the Board regarding the qualifications and completeness of energy-related proposals. The Committee will not contact bidders or potential bidders. ~~once a bid request has been made, until bids have been received.~~
13. Identify the energy-related aspects of proposed ~~Mutual~~ projects, and alert and advise the Board to the energy impacts of such projects and make appropriate recommendations to the ~~Mutual~~ Board.

RESOLVED FURTHER, that Resolution 03-14-~~116~~133, adopted ~~November 18 October~~24, 2014 is hereby superseded and canceled.

Third Energy Project Log List Priorities

2017-2018 Plan Priorities

- | | | |
|-------|---|-----------------------------|
| I. | Street Light Acquisition - | In Progress |
| | a. Retag Acquired Street Lights | |
| | b. Street Light Maintenance | |
| | c. Convert to LED lights | |
| II. | Measure savings on solar installations - | In Progress |
| III. | Solar Maintenance Agreement | Complete |
| IV. | Solar Project Documentation | Complete (? – PTO letters?) |
| V. | Tree Trimming around Street Lights Landscape planning) | In Progress (long term |
| VI. | Walkway Lighting in Gates 5 & 6 | Ongoing Pilot |
| VII. | Walkway Lighting in Gates 7 & 8 results | Survey complete – awaiting |
| VIII. | Energy Consultant | COMPLETED |
| IX. | 20-gallon Laundry Room water heaters in Laundry Rooms | |
| X. | Install Commercial Coin Operated washers in Laundry Rooms | |
| XI. | Emergency Lighting in GV garages | In Progress – 5 year plan |

Two Year Plus Plan Priorities

- I. Additional Solar Installations at Gate 14
- II. Electricity Panels in Garden Villa buildings
- III. Community Choice Aggregation
- IV. PEV Charging stations near Standalone Laundry Rooms
- V. Investigate Battery applications
- VI. Investigate Fuel Cell applications
- VII. **Evaluate Photometrics for walkways**
- VIII. **Research Solar Powered Irrigation and/or Sprinkler Systems**
- IX. **EV Charging Stations on GRF Streets**
- X. **EV Charging stations at Garden Villa Buildings**