



OPEN MEETING

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

**Wednesday, February 27, 2019 – 2:00 p.m.
Laguna Woods Village Community Center BOARD Room
24351 El Toro Road**

NOTICE AND AGENDA

This Meeting May Be Recorded

1. Call to Order
2. Acknowledgement of Media
3. Approval of the Agenda
4. Approval of Meeting Report for October 10, 2018
5. Chair's Remarks
6. Member Comments - *(Items Not on the Agenda)*
7. Sub-Committee Member Comments

Items for Discussion:

8. Rec Room Locks & Key Distribution (oral discussion)
9. Painting Ceilings in Rec Room (oral discussion)
10. Display of Billiard Table Rules (oral discussion)
11. Low Flow Urinals Update (oral discussion)
12. GV Rec Room Budget Reserves Fund
13. 2019 GV Rec Room Budget
14. 2019 GV Rec Room Renovation Summary

Items for Future Agendas:

- TBD

Concluding Business:

Date of Next Meeting: early June, 2019

Adjournment

Lynn Jarrett, Chair
Velny Soren, Staff Officer
Telephone: 268-2281



OPEN MEETING

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

**Wednesday, October 10, 2018 - 2:00 p.m.
Laguna Woods Village Community Center Sycamore Room
24351 El Toro Road**

MEMBERS PRESENT: Rosemarie di Lorenzo – Chair, Cush Bhada, Lynn Jarrett

Voting Advisors: Sharon Molineri, Stuart Hack

MEMBERS ABSENT: None

STAFF PRESENT: Patrick Cleary – Staff Officer, Steve Brozey, Velny Soren, Laurie Chavarria, and Ernesto Munoz

1. Call to Order

Chair di Lorenzo called the meeting to order at 2:00 pm.

2. Acknowledgement of Media

Chair di Lorenzo noted no members of the media were present.

3. Approval of the Agenda

Chair di Lorenzo added Low Flow Urinals as Item 15. The agenda was approved as amended.

4. Approval of Meeting Report for June 6, 2018

The Meeting Report of June 6, 2018, was approved as written.

5. Chair's Remarks

Chair di Lorenzo remarked on the frequency of future sub-committee meetings. Discussion ensued and staff was directed to schedule a Garden Villa Rec Room Sub-

Committee meeting every 4 months. The meetings in 2019 will take place on Wednesday afternoons in late February, early June, and mid October. The next meeting has been scheduled for February 27th at 2:00pm in the Sycamore Room.

6. Member Comments (Items Not on the Agenda)

- Ed McGill (2390-2C) is the building captain for building 2390 and he commented on various maintenance work (elevator maintenance, garage cleaning and trash chute repairs) being completed at his building. Mr. McGill commented on the importance of the building captains being able to know who to contact if necessary regarding scheduled maintenance work. Discussion ensued.

Per Chair di Lorenzo, staff was directed to post notifications for building residents and only mail notifications to non-occupant owners.

7. Sub-Committee Member Comments

- Director Jarrett commented that Advisor Stuart Hack will be the new President of the Garden Villa Association.

Reports:

8. 2018 GV Rec Room Renovation Update & Pictures

Maintenance Operations Supervisor Velny Soren summarized the GV Rec Room expenditures to date and answered questions from the Sub-Committee. Discussion ensued.

Reclassification of the 2017 Garden Villa Rec Room expenditures for asbestos abatement and epoxy flooring costs will be added to the November 20 closed session Third Board agenda for review and approval.

By consensus, staff was directed to determine the amount of the current reserve fund balance and email it to the committee. If additional work can be completed this year using the reclassified abatement and epoxy flooring funds, staff is authorized to move forward.

9. 2019 GV Rec Room Budget

For the upcoming February 2019 meeting, staff was directed to bring back the total GV Rec Room reserves fund amount which should include the balance in the fund from 2018, reclassified 2017 abatement and epoxy flooring expenditures and the total assessments that will be collected in 2019.

10. Billiard Table Top Usage Rules (Stuart Hack)

Chair di Lorenzo asked that each Garden Villa building captain review and approve the Billiard Table Top Usage Rules and work with GVA President Stuart Hack to determine if the rules should be displayed in their rec room.

11. Billiard Table Top Pilot Project Results (oral discussion – Lynn Jarrett)

A Billiard Table Top Pilot program was conducted at buildings 2393, 4010 & 5372. All feedback was positive. Discussion ensued.

Staff recommended purchasing the billiard table top inserts and covers and removing the existing plywood boards. There are 50 buildings that still need the table top inserts and covers.

Currently there are nine billiard table felts and nine billiard table top covers scheduled in 2019. No new inserts have been approved or scheduled at this time.

However, if there is remaining money in the 2018 budget, staff is authorized to purchase and install them this year.

12. Reclassification of Rec Room Charges (oral discussion)

This topic was already discussed under Item 8.

13. Painting of Rec Room Ceilings (oral discussion)

Maintenance Operations Supervisor Velny Soren summarized the costs for replacement versus painting of ceiling tiles. Discussion ensued regarding adding this work into the 10-year paint cycle program.

Staff was directed to add a recommendation to the meeting report for the best way to paint the ceiling tiles in the rec rooms.

After review of the 2019 and 2020 paint program schedules, there is one Garden Villa building (Building 969) scheduled to be painted in 2019 and 25 buildings scheduled for 2020.

Staff recommends adding the two Garden Villa Rec Room ceilings to the 2019 paint program at a cost of \$1,350 each, paid for by the Third Mutual Replacement Reserve Fund. Additional funding in the amount of \$33,750 may be required for the 2020 Paint Program.

14. Rec Room Fire Alarm Systems (oral discussion)

Maintenance Operations Supervisor Velny Soren summarized the fire alarm and monitoring systems in the Garden Villa buildings. Discussion ensued.

Advisor Stuart Hack said that the Building Captains will work out a procedure for fire extinguisher & alarm system training for the building residents.

15. Low Flow Urinals

Staff was directed to add this item to the February 2019 agenda.

Items for Future Agendas:

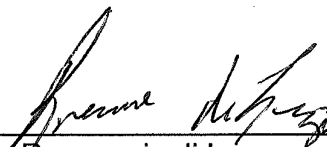
- 2019 GV Rec Room Renovation Inspections
- 2019 GV Rec Room Reserves
- Low Flow Urinals

Concluding Business:

Date of Next Meeting: February 27, 2019

Adjournment

The meeting was adjourned at 3:50 pm.



Rosemarie di Lorenzo, Chair

**Garden Villa Rec Room
Projected Fund Balance**

Year	Monthly Assessment	Preliminary Beginning Balance	Contributions	Planned Expenditures	Preliminary Ending Balance
2018	\$ 4.00	\$ 63,639	\$ 59,616	\$ 69,139	\$ 61,268
2019	\$ 5.50	\$ 61,268	\$ 81,972	\$ 97,580	\$ 45,660

**THIRD LAGUNA HILLS MUTUAL
2019 RESERVES PLAN
Reserve Expenditures by Program**

DESCRIPTION	2015 ACTUALS	2016 ACTUALS	2017 ACTUAL	2018 BUDGET	2019 BUDGET
GARDEN VILLA REC ROOM HEAT PUMP/WATER HEATER	489	941	6,313	18,000	19,505
A790127941 Rec Room Water Heater Replacement	489	941	1,748	9,000	1,505
A310090S91 Rec Room Heat Pump Replacement	0	0	4,565	9,000	18,000
GARDEN VILLA RECREATION ROOMS	\$46,416	\$65,036	\$114,109	\$69,082	\$97,580
A310050000 - GV Rec Room Misc. Services	7,629	15,208	49,467	20,900	24,349
A320090000 Carpentry Service Garden Villa Interior	6,888	7,968	8,899	6,567	18,716
A350110000 Appliance PM Garden Villa Rec Rooms	268	680	322	638	363
A350120000 Appliance Replc. Garden Villa Rec Rooms	1,056	0	519	1,729	363
A340090000 Electrical Service Garden Villa Interior	5,600	1,035	291	3,917	759
A370090000 Repair/Replace Garden Villa Rec Rooms	642	344	614	877	724
A792000000 Plumbing Service Garden Villa Interior	4,779	6,740	2,103	8,067	3,557
A917259925 Repalce Vinyl Floors in GV Rec Rooms	0	0	9,919	0	0
A917270000 Recreation Room Refurbishment	12,280	13,121	7,830	12,365	8,779
A917290000 Garden Villa Replacements	150	7,312	386	1,444	1,527
A917510000 Refrigerator Install/Replacement	0	0	610	2,400	2,000
A917520000 Range Install/Replacement	2,473	3,069	2,865	3,069	2,865
A917530000 Microwave Install/Replacement	912	1,139	1,055	940	3,000
A917540000 Disposal Install/Replacement	540	675	125	548	0
A917550000 Sink Install/Replacement	1,529	1,912	6,273	1,912	2,058
A917560000 Faucet Install/Replacement	864	1,080	800	908	800
A963076501 Garden Villa Interior Touch-up	806	4,518	21,431	2,801	27,719
TOTAL GARDEN VILLA RECREATION ROOM FUND	\$46,416	\$65,036	\$114,109	\$69,082	\$97,580

Garden Villa Recreation Room Inspections Summary - 2019

CARD TABLE CHAIRS		
Building	Comment	Cost
R2353	1	\$27.49
R2354	3	\$82.47
R2355	6	\$164.94
R2369	9	\$247.41
R2370	6	\$164.94
R2381	10	\$274.90
R2384	11	\$302.39
R2385	6	\$164.94
R2386	10	\$274.90
R2387	11	\$302.39
R2388	6	\$164.94
R2389	9	\$247.41
R2390	10	\$274.90
R2391	11	\$302.39
R2392	1	\$27.49
R2393	1	\$27.49
R2394	8	\$219.92
R2395	9	\$247.41
R2396	4	\$109.96
R2397	6	\$164.94
R2398	2	\$54.98
R2399	3	\$82.47
R2400	7	\$192.43
R2401	1	\$27.49
R2402	12	\$329.88
R2404	12	\$329.88
R3242	5	\$137.45
R3244	6	\$164.94
R3420	4	\$109.96
R3499	14	\$384.86
R4006	1	\$27.49
R4007	3	\$82.47
R4008	7	\$192.43
R4009	2	\$54.98
R4010	8	\$219.92
R4011	11	\$302.39
R5370	1	\$27.49
R5371	7	\$192.43
R5372	2	\$54.98
R5499	14	\$384.86
R5515	21	\$577.29
R5517	17	\$467.33
R5518	19	\$522.31
R5519	11	\$302.39
Estimate Total		\$9,016.72

BILLIARD TABLE COVER AND CONVERSION INSERT		
Building	Comment	Cost
R969		\$147.00
R2353		\$147.00
R2354		\$147.00
R2355		\$147.00
R2369		\$147.00
R2370		\$147.00
R2381		\$147.00
R2384		\$147.00
R2385		\$147.00
R2386		\$147.00
R2387		\$147.00
R2388		\$147.00
R2389		\$147.00
R2390		\$147.00
R2391		\$147.00
R2392		\$147.00
R2394		\$147.00
R2395		\$147.00
R2396		\$147.00
R2397		\$147.00
R2398		\$147.00
R2399		\$147.00
R2400		\$147.00
R2401		\$147.00
R2402		\$147.00
R2403		\$147.00
R2404		\$147.00
R2405		\$147.00
R3241		\$147.00
R3242		\$147.00
R3243		\$147.00
R3244		\$147.00
R3420		\$147.00
R3421		\$147.00
R3499		\$147.00
R4006		\$147.00
R4007		\$147.00
R4008		\$147.00
R4009		\$147.00
R4011		\$147.00
R5370		\$147.00
R5371		\$147.00
R5499		\$147.00
R5500		\$147.00
R5510		\$147.00
R5511		\$147.00
R5515		\$147.00
R5517		\$147.00
R5518		\$147.00
R5519		\$147.00
Estimate Total		\$7,350.00

Agenda Item #14

PAINTING OF RESTROOMS AND REPLACEMENT OF MIRRORS		
Building	Comment	Cost
R2353	Ladies Room	\$826.94
R2354	Ladies Room	\$826.94
R2355	Ladies Room	\$826.94
R2355	Mens Room	\$726.44
R2369	Mens Room	\$726.44
R2370	Ladies Room	\$826.94
R2370	Mens Room	\$726.44
R2384	Ladies Room	\$826.94
R2386	Ladies Room	\$826.94
R2387	Ladies Room	\$826.94
R2389	Ladies Room	\$826.94
R2390	Ladies Room	\$826.94
R3244	Mens Room	\$726.44
R3499	Ladies Room	\$826.94
R4006	Ladies Room	\$826.94
R4007	Ladies Room	\$826.94
R4011	Ladies Room	\$826.94
R5371	Mens Room	\$726.44
R5511	Mens Room	\$726.44
R5517	Ladies Room	\$826.94
Estimate Total		\$15,935.80

PAINTING		
Building	Comment	Cost
R969	Doors	\$301.38
R2353	Kitchen and Doors	\$696.51
R2354	Kitchen and Doors	\$696.51
R2369	Kitchen and Doors	\$696.51
R2370	Kitchen and Doors	\$696.51
R2381	Kitchen and Doors	\$696.51
R2384	Kitchen and Doors	\$696.51
R2385	Kitchen	\$395.13
R2386	Game Room except Accent Wall	\$1,612.40
R2386	Doors	\$301.38
R2387	Kitchen and Doors	\$696.51
R2389	Game Room w/ Accent Wall	\$2,016.78
R2389	Kitchen and Doors	\$696.51
R2390	Kitchen and Doors	\$696.51
R2391	Kitchen	\$395.13
R2395	Doors	\$301.38
R2396	Doors	\$301.38
R2397	Game Room w/ Accent Wall	\$2,016.78
R2398	Game Room w/ Accent Wall	\$2,016.78
R2399	Doors	\$301.38
R2400	Game Room w/ Accent Wall	\$2,016.78
R3241	Game Room w/ Accent Wall	\$2,016.78
R3421	Game Room w/ Accent Wall	\$2,016.78

MICROWAVE		
Building	Comment	Cost
R2370		\$374.93
R2384		\$374.93
R2403		\$374.93
R3242		\$374.93
R3499		\$374.93
R4008		\$374.93
R5372		\$374.93
R5517		\$374.93
Estimate Total		\$2,999.44

KITCHEN RENOVATION		
Building	Comment	Cost
R2384		\$3,915.58
Estimate Total		\$3,915.58

WINDOW COVERINGS		
Building	Comment	Cost
R2384		\$646.56
R2388		\$646.56
R2398		\$646.56
R4010		\$646.56
R5515		\$646.56
R5518		\$646.56
Estimate Total		\$3,879.36

BILLIARD TABLE RE-FELT		
Building	Comment	Cost
R969		\$457.94
R2370		\$457.94
R2381		\$457.94
R2385		\$457.94
R2396		\$457.94
Estimate Total		\$2,289.70

CARPET (BROADLOOM)		
Building	Comment	Cost
R2381		\$5,319.00
R2384		\$5,319.00
Estimate Total		\$10,638.00

R5371	Game Room w/ Accent Wall	\$2,016.78
R5371	Kitchen and Doors	\$696.51
R5372	Game Room w/ Accent Wall	\$2,016.78
R5517	Game Room except Accent Wall	\$1,612.40
R5518	Game Room w/ Accent Wall	\$2,016.78
Estimate Total		\$30,638.08

LADIES RESTROOM COUNTERTOP - RESURFACING		
Building	Comment	Cost
R969		\$430.00
R2369		\$430.00
R2387		\$430.00
R2395		\$430.00
R4006		\$430.00
R4007		\$430.00
R4009		\$430.00
R4011		\$430.00
R5518		\$430.00
Estimate Total		\$3,870.00

MISC. BILLIARD ACCESSORIES		
Building	Comment	Cost
R2392	Ball Set	\$161.61
R2393	Ball Set	\$161.61
R2395	Ball Set	\$161.61
R2395	Triangle	\$21.54
R2396	Ball Set	\$161.61
R2405	Triangle	\$21.54
R3243	Triangle	\$21.54
R3244	Ball Set	\$161.61
R4011	Ball Set	\$161.61
R5499	Ball Set	\$161.61
R5499	Triangle	\$21.54
R5500	Ball Set	\$161.61
R5510	Ball Set	\$161.61
R5511	Triangle	\$21.54
Estimate Total		\$1,562.19

BILLIARD CUES - RE-TIP		
Building	Comment	Cost
R969	1	\$16.16
R2353	9	\$145.44
R2354	3	\$48.48
R2355	9	\$145.44
R2369	2	\$32.32
R2370	4	\$64.64
R2381	8	\$129.28
R2384	2	\$32.32
R2388	1	\$16.16
R2389	1	\$16.16
R2390	4	\$64.64
R2391	1	\$16.16
R2397	2	\$32.32
R4008	2	\$32.32
Estimate Total		\$791.84

REFRIGERATOR		
Building	Comment	Cost
R2369		\$183.01
R2385		\$183.01
R2387		\$183.01
R2394		\$183.01
R2395		\$183.01
R2403		\$183.01
R2405		\$183.01
R5371		\$183.01
R5372		\$183.01
Estimate Total		\$1,647.09

BUDGET SUMMARY	
2019 Garden Villa Reserve Expenditures:	\$97,580.00
Estimated Cost:	\$94,533.80
Remaining Amount:	\$3,046.20