



**OPEN MEETING**

**REPORT OF REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL  
MAINTENANCE AND CONSTRUCTION COMMITTEE**

**Monday, January 7, 2019 – 1:00 PM**

**Laguna Woods Village Community Center Board Room  
24351 El Toro Road**

**MEMBERS PRESENT:** Cush Bhada – Chair, Bunny Carpenter, John Frankel, Roy Bruninghaus, James Tung, Rosemarie di Lorenzo, Lynn Jarrett, Jon Pearlstone, Advisor: Steve Leonard

**MEMBERS ABSENT:** Steve Parsons, Jack Connelly, Paul Chao

**STAFF PRESENT:** Ernesto Munoz – Staff Officer, Laurie Chavarria

**1. Call to Order/Establish a Quorum**

Chair Bhada called the meeting to order at 1:00 PM and stated that the meeting is being held pursuant to notice duly given and established that a quorum of the Committee was present.

**2. Acknowledgement of Media**

The media was not present.

**3. Approval of the Agenda**

Staff Officer Ernesto Munoz requested the agenda be amended to change Item 14 from an oral discussion to a review and discussion of a staff report on the LED pilot fixture for the street lights. The staff report was distributed to all Committee members. Additionally, Items 9 & 10 from the consent calendar were pulled for discussion.

The agenda was approved as amended.

**4. Approval of Meeting Report for November 5, 2018**

The meeting report from November 5, 2018 was approved as written.

## **5. Chair's Remarks**

Chair Bhada commented on the upcoming year's projects and programs.

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

- Ed McGill (2390-2C) commented on the washing machine in the first floor laundry room of his building.
- Stuart Hack (2393-3D) commented on the Shepherd's Crook project on Ridge Route, and the mailboxes at Building 2397.

Staff Officer Ernesto Munoz, Chair Bhada, Directors di Lorenzo and Bruninghaus replied to the Member Comments.

Staff was directed to get a list of buildings from Chief Moy that may benefit from receiving an upgraded mailbox replacement.

## **7. Department Head Update**

Staff Officer Ernesto Munoz used PowerPoint presentations to provide updates on the installation schedule for the commercial dryer and pedestal replacement project, the Shepherd's Crook installation project and the Roof Replacement program.

Staff was directed to update the Roof Replacement notification to the residents, with additional information if multiple roofing components are being replaced on the affected buildings.

## **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.*

Items 9 and 10 were pulled from the Consent Calendar for discussion. A motion was made and unanimously carried to approve the remainder of the Consent Calendar.

## **8. Programs Report**

## **9. Maintenance Expenditures and Variance Explanations**

Director di Lorenzo questioned a couple of overages on maintenance programs from the Reserves Fund. Director di Lorenzo will ask Chief Financial Officer, Betty Parker at tomorrow's Finance Committee meeting to determine if a supplemental appropriation is needed to reconcile the fund for year-end accounting purposes.

## **10. Project Log**

Staff Officer Ernesto Munoz provided an update on the Gutter Cleaning Program and the Trash Chute Repair Project.

Director Frankel commented on the dry rot program and walkway lighting.

Director di Lorenzo commented on the elevator floor tile replacement at building 4005.

Staff Officer Ernesto Munoz briefly responded to all questions and comments.

### **Reports:**

## **11. Revisions to Fumigation Program Notifications**

Staff Officer Ernesto Munoz provided an update on the Fumigation Program Notifications.

The Marketing Department is continuing to work on the notice and the revisions will be presented at a future meeting, prior to the start of the Fumigation Program.

## **12. CDS & Building Address Signs Installation Update**

Staff Officer Ernesto Munoz provided an update on the address sign installations for buildings and cul-de-sacs. This program is intended to upgrade building and cul-de-sac signage to improve their visibility. The M&C Committee is focused on replacement of the existing cul-de-sac signs with a larger, more visible sign, and upon completion of the cul-de-sacs will continue to replace building address signs. Staff is using larger, traffic-rated, high-reflectivity materials to improve their visibility at night.

The installation of the new cul-de-sac signs in Gate 14 and Mariposa East and West were completed this week.

A total of 250 cul-de-sac signs are planned to be installed in the community by 2020, which will complete all cul-de-sac sign installations. Upon completion of the cul-de-sac signage, staff will continue to replace building address signs.

Discussion ensued regarding the height of the signs, overgrown landscape and removing the old signage.

By consensus, staff was directed to bring back a report with the costs and a plan to remove the old cul-de-sac signage.

## **13. Street Light Acquisition Update**

Staff Officer Ernesto Munoz provided an update on the Street Light Acquisition and the services performed by the Mutual's consultant, Siemens Industries.

#### **14. Street Light LED Pilot Program Update**

Staff Officer Ernesto Munoz provided an update on the LED pilot fixture for the street light project.

Discussion ensued regarding photometric studies, cost of trimming trees for the pilot, pole spacing, lighting "Kelvins" (colors), and running multiple pilots at one time.

A motion was made and unanimously approved to authorize staff to deploy a pilot project for the retrofit of street light fixtures along Avenida Sosiega using the following products:

Product 1 – Full replacement using a new King Luminaire mushroom head LED fixture.

Product 2 – Use the Simply LED retrofit kits and keep the existing mushroom head fixture.

Product 3 – Change the mushroom head fixture to cobra head using a mast arm and the GE Cobra Head product. Using this product will require a structural analysis to determine whether the pole and its foundation can handle the additional load from the new configuration.

By consensus, staff was directed to contact Siemens for pricing on an additional pilot, and recommendations for using fixtures with a higher Kelvin, if recommended. A special M&C meeting may be called if approval is needed prior to the next scheduled meeting.

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

- Alteration Flooring Replacement Disbursement (due to moisture intrusion)
- Mailroom Flooring Replacement Program

#### **Concluding Business:**

#### **Committee Member Comments**

- Director Tung commented on street light LED fixture pilot.

**Date of Next Meeting – March 4, 2019**

**Adjournment** – The meeting was adjourned at 3:32 PM.



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Cush Bhada, Chair



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John Frankel, Second Co-Chair