



MINUTES OF THE SPECIAL OPEN MEETING OF THE THIRD LAGUNA HILLS MUTUAL BOARD OF DIRECTORS

September 12, 2017

A special meeting of the Third Laguna Hills Mutual Board of Directors, A California non-profit mutual benefit corporation, was held on Friday, September 12, 2017 at 1:00 p.m., at 24351 El Toro Road, Laguna Woods California.

MEMBERS PRESENT: Rosemarie diLorenzo Dickins, Annette Soule, John Frankel, Bill Walsh, Susan Caine, Burt Baum, Steve Parsons, Bert Moldow, Bunny Carpenter

MEMBERS ABSENT: Jules Zalon, James Tung

STAFF PRESENT: Leslie Cameron

1. Call to Order

Rosemarie diLorenzo Dickins, President of the Corporation, chaired the meeting and stated that it was a special meeting held pursuant to notice duly given. A quorum was established, and the meeting was called to order at 1:00 p.m.

2. Approval Of The Agenda

Director Parson moved for the approval of the agenda and to add approval of the September 12, 2017, minutes as item 3. Director Walsh seconded, and the agenda was approved as amended.

3. Approval of the September 8, 2017, Open Special Session

The minutes of September 8, 2017, were approved by consensus

4. Discuss and Consider One, Three and Five Year Plans and Prioritization

a) M&C Project Log List Priorities;

Ongoing and recurring projects/programs:

- I. Paint Program
 - a. Color palette for 2018 – review and eliminate unpopular colors
 - b. Exterior paint build-up issues – confer with maintenance / consultant
 - c. Re-evaluate paint quality
 - d. Charge for painting alteration / additions
 - e. Dry rot prior-to-paint program – get staff recommendations on manor modifications
- II. Roofs
 - a. Roof replacement schedule – why / how / when

- b. Cleaning roofs / white roofs
- III. Gutter cleaning
 - a. Gutters cleaned once year and more than once a year in some areas
 - b. Coordinate gutter cleaning program with the Arbor-Pro Program to identify trees that litter more frequently.
- IV. Slurry
 - a. Re-evaluate four year program – Extend one year
 - b. Seal cracks before slurring
- V. Fumigation, Rodent and Insect programs
 - a. Termites
 - b. Rats
 - c. Bed bugs
- VI. Red-curb reset
- VII. Elevators
- VIII. Laundry room floors – How often replaced?
- IX. Shepard's crook
 - a. 2018 crook maintenance

Projects/Programs that have been started for 2017-2018:

- I. Waste Line Remediation
 - a. How many waste lines have been done?
 - b. How many years will the program take?
 - c. How much money per year?
 - d. How can critical waste lines be identified?
 - e. How many three story buildings have been done and how much does it cost per building?
- II. Dry Rot Program / Prior-to-Paint Program
 - a. Waiting for consultant dry rot report
 - b. Require more recommendations from staff for Prior-to-Paint Program
- III. Sidewalks
 - a. How are locations for sidewalk repairs being identified?
 - b. What is the scope of the sidewalk repair project?
 - c. Identify responsibility of sidewalks – Bruce Hartley
 - d. How will program be carried out?
- IV. Parking
 - a. Red coded areas to be done first
 - b. Violations – security
 - c. Re-size parking space lines
 - d. Golf cart parking
 - e. Oversize vehicle parking
- V. Building numbers (non-three story buildings)
 - a. Paint on curbs
- VI. Copper pipe epoxy program – need update
- VII. Garden Villas List
 - a. GV breezeway grass replacement ends mid-year 2023
 - b. Building number replacement
 - c. GV tubular steel replacement (\$84,000 per building)
 - d. Epoxy mailroom floor

- e. Trash chute repair and cleaning / interior door knob inside trash room
- f. Install 30 missing exit signs
- g. Laundry room light dimmers

Future Programs – five year plus priorities:

- I. Fencing
- II. Fire Alarm
- III. Mail box survey
- IV. Storage cabinets GV car ports
- V. Epoxy mail room floor
- VI. Building signs for buildings other than GV
- VII. Tubular steel replacement

On-Demand Projects:

- I. Willows fence
- II. Elevator tile replacement

b) Energy Project Log List Priorities;

2017-2018 Plan Priorities:

- I. Street light purchase (sign contract with SCE)
- II. Measure savings on existing solar installations
- III. Solar maintenance agreement
- IV. Transfer of solar documentation
- V. Trim trees blocking street lights
- VI. Tag purchased street light with identification
- VII. Walkway lighting
- VIII. Reduce size of water heaters to 20 gallons in laundry rooms
- IX. Reduce number of washers and dryers in freestanding laundry rooms
- X. Replace residential dryers with coin operated or card reader commercial dryers
- XI. Emergency lighting in the GV garages

Two Year plus Plan Priorities:

- I. Batteries
- II. Solar evaluation for gate 14 common use area meters
- III. Power purchase aggregate
- IV. Electricity panels in GV

A meeting will be set to review the notes from this meeting and another meeting will be set with Mr. Hudson, CEO, to discuss the plans, priorities and how we can better work with the Garden Villas project manager. Director Parsons stated that due to completed budgets Mr. Hartley, General Services Director, can begin entertaining bids on continual contracts that are signed annually.

Adjournment

There being no further business to come before the Board of Directors, the meeting adjourned at 4:06 p.m.

Burt Baum, Secretary
Third Laguna Hills Mutual