



OPEN MEETING

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

**Wednesday, August 30, 2023 at 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Ralph Engdahl - Chair, Jim Cook, SK Park, Mark Laws, Andy Ginocchio (in for Moon Yun)

MEMBERS ABSENT: Moon Yun

OTHERS PRESENT: Peter Henschel, Advisor

STAFF PRESENT: Manuel Gomez – Maintenance & Construction Director, Ian Barnette – Maintenance & Construction Assistant Director, Guy West – Projects Division Manager, Jay Allen – Damage Restoration Manager, Laurie Chavarria – Senior Management Analyst, Sandra Spencer – Administrative Assistant

1. Call Meeting to Order

Chair Engdahl called the meeting to order at 1:32 p.m.

2. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

3. Approval of the Meeting Report from July 11, 2023

Hearing no objection, the meeting report was approved unanimously.

4. Remarks of the Chair

None.

5. Member Comments – (Items Not on the Agenda)

- A member commented on the lack of gutters on their manor.

- A member commented on their building gutters needing repair and recent painting of the common area breezeway.
- A member commented on pressure regulator valves, contractor oversight, and dry rot repair projects.
- A member commented on the status of repairs at their manor, and asbestos testing.

6. Response to Member Comments

Staff responded to the member comments and will follow up individually, as appropriate.

7. Department Head Update

Mr. Gomez and Mr. Barnette provided updates on the following projects:

- Gate 11 Seepage Update
Work began on August 14, 2023 and is estimated to be completed by the end of October.
- Buildings 3434-3438 Mailbox Replacement Update
Of the three mailboxes that were scheduled for installation, two are complete. The final mailbox will be installed in September.
- 3-Story Buildings Washer/Dryer Damper Pads Update
There are approximately 100 remaining damper pads to be installed in the 24-unit Garden Villa buildings; 60 have already been installed. Staff was directed to inquire about hiring additional employees to accelerate the pace of the installations.

8. 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 Project Log was pulled for discussion.

a. Project Log

Staff answered questions from the committee regarding various projects on the project log. A motion was made and passed by unanimous consent to approve the consent calendar.

9. Items for Discussion and Consideration

- ### a. 3361-O Non-Standard Electrical Use Reimbursement Request

Mr. Gomez presented the staff report and answered questions from the committee.

A motion was made and unanimously approved to recommend the board approve staff's recommendation to reimburse the manor owner \$136, in addition to the \$64 already reimbursed, for electrical use related to a moisture intrusion event.

b. Garden Villa Rec Room Heat Pump Noise Level Update

Mr. Barnette responded to a concern presented at the July 5, 2023 Garden Villa Recreation Room Subcommittee meeting regarding the noise level of newly-installed heat pumps. Based on a recent decibel reading, the new model heat pumps produce less noise than the old model heat pumps.

c. Garden Villa Rec Room Ceilings Paint Update

Mr. Barnette responded to a concern presented at the July 5, 2023 Garden Villa Recreation Room Subcommittee meeting regarding the frequency of rec room ceiling painting. Mr. Barnette clarified that while the ceilings are not part of the interior paint program, if requested, ceilings can be repainted as needed. If a service order is entered, staff will schedule an inspection and repaint as needed.

d. Slope Repair RFP Update

Mr. Gomez updated the committee on the status of the RFP for 5 to 6 areas throughout the mutual which need slope repairs. As no bids have been received, the deadline has been extended to September 1, 2023. The slopes are being monitored by the Landscape Department in the interim.

e. Re-Consideration of Vendor Referral Program for Small Drywall Removals

Mr. Gomez reintroduced the topic which was presented at a prior committee meeting and board meeting. Discussion ensued state requirements for asbestos testing in condos; referral to Legal for potential ramifications for referring a specific vendor and script for Manor Alterations to use in response to inquiries; and possible next steps.

Advisor Henschel left the meeting at 2:55 p.m.

10. Items for Future Agendas: *All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.*

- a. Incentive to Upgrade Pipes/Dedicated Water Shut-Off Valves in Walls During Remodeling
- b. Minimize Water Waste While Waiting for Water to Heat
- c. Post-Paint Program

- d. Mutual Owned/Mutual Funded Solar Power Options for EV Charging
- e. Share Contractor Oversight Presentation from Client Services Meeting

11. Committee Member Comments

- Director Ginocchio inquired about utilizing a liaison with the CAI-OC.

12. Date of Next Meeting: Monday, November 6, 2023 at 1:30 p.m.

13. Recess – The meeting was recessed at 3:19 p.m.



Ralph Engdahl, Chair