



OPEN MEETING

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

Monday, January 3, 2022 at 1:30 pm

24351 El Toro Road – Board Room & Virtual with Zoom

MEMBERS PRESENT: Ralph Engdahl – Chair, John Frankel, Jim Cook, Craig Wayne, Cush Bhada, Judith Troutman – Advisor, Dave Bienek - Advisor

MEMBERS ABSENT: Robert Mutchnick

OTHERS PRESENT: Nathaniel “Ira” Lewis

STAFF PRESENT: Manuel Gomez – Maintenance & Construction Director, Ian Barnette – Maintenance & Construction Assistant Director, Laurie Chavarria – Sr. Management Analyst, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Engdahl called the meeting to order at 1:30 p.m.

2. Acknowledgement of Media

Chair Engdahl noted that the meeting was broadcasting on Granicus and being recorded. There were no media present and the meeting was not being televised.

3. Approval of the Agenda

Item 11 was deferred due to the staff member being unable to attend the meeting. The remainder of the agenda was approved unanimously.

4. Approval of Meeting Report from November 1, 2021

The meeting report from November 1, 2021 was approved as written.

5. Chair’s Remarks

Chair Engdahl welcomed Judith Troutman and Dave Bienek as advisors.

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

Two members commented on a petition they submitted on November 11, 2021 regarding the need to replace mailboxes with larger mailboxes that can be secured. Mr. Gomez answered that he will investigate the matter as he is not aware of a petition. Staff verified that the Third Board funded work on mailboxes for 2022 and that more information would be provided to the committee and the members.

A member commented on the need for more frequent termite and dry rot inspections. Mr. Gomez responded that staff has contacted two termite inspection companies, neither of whom are willing to inspect all the manors for free annually and both charge between \$290,000 and \$300,000 per year for that service. Staff reminded the committee that the request had been made previously and as we start the new budget year, discussions with other vendors is underway and results of those discussions will be brought to the committee at a future meeting.

7. Department Head Update

Mr. Gomez updated the committee regarding the resident request for a downspout at 5357-Q. Upon inspection, staff found that manors on either side had alterations which caused the rain gutters to be blocked off. Staff is following up with those owners to make corrections which will allow the downspout at the manor in question to be utilized as designed.

Mr. Gomez updated the committee on the solar light at Via Del Faro at Ave. Sosiega. The light was evaluated and determined to be malfunctioning and not repairable and so will be removed. Director Bhada expressed his concern that there needs to be some type of light in that area and a replacement would be beneficial.

Staff was directed to get a price quote to install a new light pole similar to the existing lights in the immediate area.

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 reports were approved as written, however, the committee requested additional information from staff.

8. Project Log

Chair Engdahl inquired about balances on the project log and if invoices may still be pending. Mr. Gomez answered questions from the committee.

Staff was directed to provide the committee with a report of the remaining funds for each project log entry and the process for re-allocating those funds.

Director Frankel inquired about the RFP for compliance with SB326. Mr. Gomez stated that the draft RFP will be presented at the next committee meeting on March 7, 2022.

9. Solar Production Report

Director Lewis asked if there are plans to expand the solar program into more buildings to reduce significant expenditures in electricity.

Staff was asked to report back to the committee with program savings and any plans to expand the solar program.

10. Reimbursement for Expenses Related to MI Event at 3067 B Via Serena N (Laurie Chavarria)

Mrs. Chavarria summarized the request. Discussion ensued between staff, the committee, and Ms. Wilson regarding the events following the MI event, getting staff out to the manor to evaluate, shutting off the water, testing for asbestos, and the dry down procedure.

A motion was made and unanimously approved to recommend the Board award approval of a partial reimbursement to Ms. Lois Wilson in the amount of \$1,604.12 for plumbing repairs and dry down expenses related to a copper pipe supply line leak in the hallway.

Staff was asked to bring back a policy to address reimbursements for MI events to a future committee meeting.

11. SCE Charge Ready Application Update and Recommendation to Approve the Next Steps (Bart Mejia)

This item was deferred due to the staff member being unable to attend the meeting.

Items for Future Agendas:

- Cost Estimate for Motion Sensor Lights to Replace Photocell Controllers in Common Areas for Three-Story Buildings
- Estimates for a 3-Year Termite Inspection Schedule
- Pressure Regulators on Water Mains
- Reimbursement Policy for Emergency Water Leaks
- Senate Bill 326 Load Bearing Component Inspections RFP
- Status Update on Gate 11 Seepage

Concluding Business:

12. Committee Member Comments

- Director Bhada commented that it was a good meeting, and would like an update on Gate 11 seepage. Mr. Gomez offered that Mr. Mejia will respond to his request.
- Mr. Gomez mentioned that staff will continue to search for ways to improve response to residents based on the notes from this meeting and will work with Resident Services to ensure their operators are asking enough and the correct questions to determine the urgency of a service call.

13. Date of Next Meeting – March 7, 2022

14. Adjournment

The meeting was adjourned at 2:53 p.m.


Ralph Engdahl, Chair

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Manuel Gomez, Staff Officer
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