



**OPEN MEETING**

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

**Monday, November 1, 2021 – 1:30 PM**

**24351 El Toro Road, Board Room & Zoom**

**MEMBERS PRESENT:** Ralph Engdahl – Chair, John Frankel, Jim Cook, Craig Wayne, Robert Mutchnick

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Cush Bhada, Bill Walsh

**STAFF PRESENT:** Manuel Gomez – Maintenance & Construction Director, Baltazar Mejia – Facilities Manager, Ian Barnette – Maintenance Services Manager, Guy West – Projects Manager, Laurie Chavarria – Sr. Management Analyst

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

Chair Engdahl called the meeting to order at 1:31 p.m. 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**

Add 3-story light clock to the agenda. The meeting agenda was approved as amended.

**4. Approval of Meeting Report for September 13, 2021**

The meeting report for September 13, 2021 was approved as written.

**5. Chair's Remarks**

Chair Engdahl had no remarks.

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

- A member commented on the solar and street light programs.
- A member commented on gutters needed for her manor.
- A member commented via email on the removal of architectural details from buildings, during the Prior-to-Paint Program and asked how often termite and dry rot inspections are conducted.
- A member commented on stop sign violations, common area benches that need repair, and buildings where stucco/plaster is falling off the exterior walls.

Mr. Gomez responded to all member comments and will direct staff appropriately.

Staff will look into the frequency of building inspections for termite infestations and bring a recommendation back to a future committee meeting.

By consensus staff was asked to look into the request for a downspout at 5357-Q and the non-working solar light at Via Del Faro/Ave. Sosiega.

## **7. Department Head Update**

Mr. Gomez introduced the committee to two new staff members to Maintenance & Construction; Facilities Manager Baltazar (Bart) Mejia & Maintenance Operations Manager Koh Shida. Interviews for consultants to conduct a feasibility study for Building E are scheduled for November 19, 2021.

### **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 Consent Calendar was approved unanimously.

## **8. Project Log (moved for discussion)**

## **9. Solar Production Report**

### **For Discussion and Consideration**

## **10. Alternatives to Mitigate Nuisance Seepage at Brazo and Calzado in Gate 11**

Mr. Mejia summarized the staff report and answered questions from the Committee.

Discussions ensued regarding drains that were previously installed to address the seepage at Building 5127; the depth and width of the proposed French drain; the source of the seepage is from an underground natural spring water between the layers of soil; the proposed areas where drains will be needed; can the drained water be collected and reused

for landscape; staff has coordinated with the water district to confirm that their mains are not leaking.

By consensus, staff was asked to prepare a Scope of Work (with alternate bid items including inspection at end of drain so ensure there is no blockage) and send the RFP via email to the committee for review prior to publication.

### **11. Common Area Lighting Controllers for Three-Story Buildings**

Mr. Barnette informed the Committee that most of the lighting controllers have already been converted to photocell light sensors. Staff received a quote by an outside contractor for replacement of light timer controllers for photocell controller where needed.

Staff was directed to prepare a report for the cost of photocell controllers and motion-sensor lightbulbs in various areas within Garden Villas as appropriate.

### **12. Project Log Review/Update**

Director Mutchnick asked for an update on line items of the project log. This will be sent to the Committee via email.

Director Frankel asked for an update on the SB326 requirement.

The project log was approved by consensus.

### **Items for Future Agendas**

- TBD

### **Concluding Business:**

#### **12. Committee Member Comments**

- Director Frankel congratulated Laurie Chavarria on her new role within the department.

#### **13. Date of Next Meeting – January 3, 2022**

**14. Adjournment** - This meeting was adjourned at 2:55 p.m.

  
\_\_\_\_\_  
Ralph Engdahl, Chair

Ralph Engdahl, Chair  
Manuel Gomez, Staff Officer  
(949) 268-2380