

| Third Mutual Project Log (April 2019) | | | | | | | |
|--|---|--------------|--|---|--|--|--|
| Priority Rating | # | Type | Name | Description | Status | Estimated Completion/On-going Programs | Budget |
| | 1 | 920 Projects | Building Address Signs & Cul-de-sac Numbers | This program is intended to upgrade building and cul-de-sac (CDS) signage to improve their visibility. The M&C Committee is focused on replacement of the existing CDS signs with a larger, more visible sign, and upon completion of the cul-de-sacs, staff will continue to replace building address signs. Staff is using larger, traffic-rated, high reflectivity materials to improve their visibility at night. | Number of new CDS signs installed to date: 51 Number of CDS signs scheduled to be installed this year: 122 Number of CDS signs scheduled to be installed in 2020: 77 All CDS signs scheduled for 2019 are scheduled to be installed by August. | August 2019 | Budget: \$33,970 Exp: \$0 Balance: \$33,970 |
| | 2 | 920 Projects | Building Structures | This program is funded to repair or replace building structural components that are not performing as designed. | As building structural issues are reported and inspection requests are received, staff schedules an engineer to field inspect and if required, provide a recommendation report for repairs. In addition, roofing repairs are performed after prior to paint crews replace fascia due to dry rot. As part of this budget, staff will proactively inspect buildings for drainage issues and provide repairs as needed. B2294: Construction is in progress to repair the elevator shaft beams. | December 2019 | Budget: \$500,000 Exp: \$86,045 Balance: \$413,955 |
| | 3 | 920 Projects | Dry Rot Program | This program is funded to develop and implement a systematic approach to eradicating wood rot throughout Third Mutual. | Dry rot repairs started in December of 2018 and 12 of the 15 buildings have been completed. The remaining 3 buildings from the 2018 program are scheduled to be completed in April 2019. The initial assessment of buildings selected for the 2019 program has been completed. A scope of work and budget are being prepared. Work will begin in early summer. | December 2019 | Budget: \$1,025,000 Exp: \$0 Balance: \$1,025,000 |
| | 4 | 920 Projects | Parapet & Stucco Wall Repairs | The Villa Paraisa and Casa Grande style homes in the Gate 11 area have had parapet wall leaks causing wood rot and wall damage. A phased program to remove these parapet walls was adopted by the Board to remove five walls per year. | Repairs at buildings 5045, 5224, 5234, 5244 and 5274 are scheduled to begin April 17. | September 2019 | Budget \$300,000 Exp: \$0 Balance: \$300,000 |

| | | | | | | | |
|--|---|---------------|-----------------------------------|---|--|-------------------------|--|
| | 5 | 920 Projects | Foundations Program | <p>This program is funded to replace foundations showing signs of distress or impending failure. These repairs or replacements are performed on an as-needed basis. Staff performs field observations when a foundation inspection request is received. If needed, a structural engineer is then scheduled to inspect the foundation and provide a recommendation.</p> | <p>Staff performs field inspections to evaluate foundations around buildings and schedules needed upgrades as they are identified. In addition, as part of this budget, staff will proactively inspect buildings for drainage issues and provide repairs and upgrades as needed.</p> <p>B5230: A contract is currently being processed for a foundation repair.</p> <p>B2137 & B2139: Foundations have been inspected by an engineer and are currently under design for recommended repairs.</p> | December 2019 | <p>Budget: \$75,000 Exp: \$0 Balance: \$75,000</p> |
| | 6 | 904 Maint Svc | Electrical Systems | <p>These funds are allocated to repair or replace electrical equipment failures as needed.</p> | <p>It has been determined by staff that the grounding at the Garden Villa electric panels are not up to code and should be improved for safety reasons. Staff has completed grounding improvements to 20 of the GV buildings.</p> <p>The 2019 budget includes funding for 23 GV buildings to be completed this year. Work started in March and will be completed by December.</p> <p>The remaining 10 buildings will be completed in 2020.</p> | December 2019 Annual | <p>Budget: \$50,000 Exp: \$0 Balance: \$50,000</p> |
| | 7 | 920 Projects | Energy Consultant Services | <p>An Energy Consultant will be used as-needed in order to advance Third's and the Community's future energy initiatives.</p> | <p>TEC is in the process of developing infrastructure assessment reports, pending additional load information requested from SCE. They will be preparing a map with proposed locations for EV charging stations based on their recommendations for infrastructure upgrades.</p> | December 2019 | <p>Budget: \$50,000 Exp: \$1,676 Balance: \$48,324</p> |
| | 8 | 920 Projects | Exterior Lighting | <p>In 2018, funding for this program was allocated toward the purchase of the Southern California Edison street light infrastructure. A consultant was retained to assist with the street light acquisition; the retrofit of the existing lighting fixtures to more efficient LED technology, and to perform the operations and maintenance of the asset for three years.</p> | <p>On January 18, 2019, SCE notified the Mutual that the street light transfer was complete and that they relinquished the maintenance responsibility of the street lights. The Siemens team worked with SCE during the transfer process. Both SCE and Siemens conducted a field audit of the infrastructure. Siemens is currently reconciling both audits with SCE. LWV staff is using the Siemens website portal to track street light repair requests.</p> <p>Siemens installed three sets of LED fixtures for the pilot program along Avenida Sosiega on March 19. Feedback from the community has been gathered and the results were discussed at the April 8th, Special Open Board meeting. Staff was directed to work with Siemens to present additional pilot options based on comments and information received during the meeting.</p> | December 2019 | <p>Budget: \$800,000 Exp: \$0 Balance: \$800,000</p> |

| | | | | | | | |
|--|----|-----------------|---|---|--|----------------------|---|
| | 9 | 910 Bldg. Maint | Garden Villa (GV) Lobby Renovations | This program addresses the replacement of the existing acoustic ceiling, wallpaper and carpet in GV lobbies. All walls, ceilings and doors are patched and painted and the carpet is replaced. | <p>The 10 Garden Villa lobbies that will be renovated this year are: 2386, 2392, 2394, 2398, 2404, 2405, 3242, 4007, 4008, & 4009.</p> <p>The lobby renovation at Building 4007 started on April 8th and Building 3242 will start on April 21st. Each lobby will take approximately two weeks to complete.</p> <p>Building 4008 and 4009 lobby renovations have already been completed.</p> | December 2019 Annual | Budget: \$119,560 Exp: \$0 Balance: \$119,560 |
| | 10 | 910 Bldg. Maint | Garden Villa (GV) Mailroom Renovations | This program is funded to renovate GV mail rooms. The scope of work includes removing existing paneling and adding drywall, trim, installation of new light diffusers, and new mailboxes; as well as the complete painting of walls, ceilings and doors. Starting with the 2018 program ten GV mailroom lobbies will be renovated annually. | <p>The 10 Garden Villa Mailrooms that will be renovated this year are: 2369, 2391, 2404, 3241, 3244, 4006, 5371, 5510, 5515 & 5518.</p> <p>Color selections has been completed and staff has placed the order for the mailboxes. Renovations are tentatively scheduled to begin in May, contingent on staff receiving the new mailboxes and renovations will continue throughout the year.</p> | December 2019 Annual | Budget: \$70,173 Exp: \$0 Balance: \$70,173 |
| | 11 | 920 Projects | Garden Villa Breezeway Recessed Areas | This GV Breezeway pilot project which began in March 2018 is intended to fill in the Garden Villa breezeway recessed areas with light weight concrete to match the existing walkway surface. This work will remove existing uneven surfaces in the 2" recessed areas to eliminate tripping hazards. | On March 4, the M&C Committee directed staff to present alternative methods and materials for this project. A recommendation report will be presented at the May 6th, M&C Committee meeting. | TBD | Budget: \$210,000 Exp: \$0 Balance: \$210,000 |
| | 12 | 910 Bldg. Maint | Gutters - Replacement and Repair | Gutter replacement is performed on original construction building rain gutters and downspout systems that are exhibiting deterioration. The Board authorized replacement using a "seamless" gutter system in conjunction with the Mutual's exterior painting of the building. This program also addresses gutter repairs performed by staff. | Funds have been budgeted for repairs by in-house staff on an as-needed basis. There are currently 29 open tickets for Gutter Repair/Replacement. | December 2019 Annual | Budget: \$37,000 Exp: \$3,982 Balance: \$33,018 |
| | 13 | 910 Bldg. Maint | Exterior Paint Program | The Mutual has a 10-year full cycle exterior paint program. All exterior components of each building are to be painted every 10 years. The painted components include the body (stucco/siding) as well as the following list in regards to the trim: fascia boards; beams; overhangs; doors; closed soffits; structural and ornamental metal surfaces. Decks are top coated and damaged building address signs are replaced. Lead abatement activities are also performed in conjunction with this program. | <p>Staff is currently painting in CDS 222 (which includes 13 buildings, 4 carports and 1 laundry room), which will complete the work from the 2018 Paint Program schedule. We anticipate completing this cul-de-sac by the end of April.</p> <p>The following areas have been scheduled for painting and resurfacing during the 2019 Paint Program: CDS 31, 33, 378, buildings B5430-5439, CDS 376, 377, buildings B5369-5417, CDS 359, 360, 358, buildings B3254-3257, CDS 324, 325, 326, 327, 330, 331, 332 and buildings B3286-3297.</p> <p>Staff is scheduled to start CDS 31 and 33, of the 2019 Paint Program the first week of May.</p> | December 2019 Annual | Budget: \$2,008,631 Exp: \$352,250 Balance: \$1,656,381 |

| | | | | | | |
|----|-----------------|---------------------------------------|--|--|-------------------------|---|
| 14 | 910 Bldg. Maint | Prior to Paint Program (PTP) | The Mutual has a 10-year full cycle exterior paint program. Prior to paint dry rot and decking repairs will be performed every 10 years to prepare building surfaces for painting. | Staff is currently in CDS 378. This work will continue through the end of April. The following areas have been scheduled for inspection and repair on the 2019 PTP Program: CDS 31, 33, 378, buildings B5430-5439, CDS 376, 377, buildings B5369-5417, CDS 359, 360, 358, buildings B3254-3257, CDS 324, 325, 326, 327, 330, 331, 332 and buildings B3286-3297. CDS 31 and 33 have already been completed. | December 2019 Annual | Budget: \$1,277,033 Exp: \$171,880 Balance: \$1,105,153 |
| 15 | 920 Projects | Parkway Concrete Program | This program is funded to repair or replace damaged concrete parkways in conjunction with the asphalt paving program. Parkways are inspected for damage and other deficiencies are repaired or replaced accordingly. | This program will run concurrently with the Asphalt Paving Program scheduled to begin in September. | November 2019 | Budget: \$50,000 Exp: \$0 Balance: \$50,000 |
| 16 | 920 Projects | Asphalt Paving Program | This program is dedicated to preserving the integrity of cul-de-sac street paving. As part of this program, asphalt paving is inspected and rated for wear annually. The life for asphalt paving is estimated at 20 years. The 2019 program will consist of 143,211 square feet of paving replacement. | Cul-de-sacs 324, 326, 327, 334, 3232 and 3243 are scheduled for paving this year. This program is scheduled to begin in September and be completed in November. | November 2019 | Budget: \$543,223 Exp: \$0 Balance: \$543,223 |
| 17 | 920 Projects | Golf Cart Parking and Striping | This project is funded to add golf cart spaces where there is adequate spacing between carports. | Staff is evaluating potential golf cart parking spaces and will schedule the work to run concurrently with the 2019 paving program. | TBD | Budget: \$50,000 Exp: \$0 Balance: \$50,000 |
| 18 | 920 Projects | Seal Coat Program | This program is funded to extend the life of the asphalt paving by sealing asphalt cracks and applying a bituminous slurry seal to the asphalt surface preventing water intrusion and protecting the asphalt from deterioration. | This year's program will include 38 cul-de-sacs. This work is scheduled to begin in August and be completed in September. | September 2019 | Budget: \$72,300 Exp: \$0 Balance: \$72,300 |
| 19 | 920 Projects | Roofing Replacement Program | This program is dedicated to replacing and maintaining Mutual roofs. Built-up roofs are inspected 15 years after installation. Roofs determined to have reached the end of their serviceable life are scheduled to be replaced with a new PVC cool roof system. | 57 buildings are scheduled for roofing replacement this year. This program began in March and is scheduled to be completed in October. | October 2019 | Budget: \$1,098,632 Exp: \$0 Balance: \$1,098,632 |
| 20 | 920 Projects | Emergency Roof Repair Program | Funding is allocated as a contingency to preserve the serviceable life of roofs by performing emergent requests for roof repairs as they are received. | As emergency roof leak requests are received, staff schedules the roofing contractor to investigate roof related issues, and if required, the roofing contractor will provide the necessary repairs. Over 500 roof leaks have been reported this year. | December 2019 | Budget: \$110,000 Exp: \$60,866 Balance: \$49,134 |
| 21 | 920 Projects | Common Wall Replacement | Funding for this program is allocated as a contingency to replace damaged common walls as needed. As requests for inspection or repairs are received, staff performs a field inspection and schedules repairs if required. | As common wall issues are reported and inspection requests are received, staff schedules a structural engineer to perform a field inspection, and if required, provides structural plans for city permit and subsequent repairs. | December 2019 | Budget: \$25,000 Exp: \$0 Balance: \$25,000 |

| | | | | | | |
|----|-----------------|--|---|---|----------------------|--|
| 22 | 920 Projects | Shepherd's Crook | <p>As a part of the Conditional Use Permit 1135 with the City of Laguna Woods, the Mutual will remove and replace barbed wire on all perimeter block walls with Shepherd's Crook on a phased approach.</p> | <p>The 2018 program has been completed and approximately 2,750 linear feet of Shepherd's Crook was installed along Ridge Route.</p> <p>A pre-bid meeting for the 2019 program was held on March 7, and the proposals have been received. Staff is preparing a recommendation for a contract award to be presented at a future M&C Committee meeting.</p> <p>There is approximately 33,525 linear feet of perimeter wall to be fitted with Shepherd's Crook. To date 3,475 linear feet of Shepherd's Crook has been installed.</p> | 2019 | <p>2018 Supplemental: \$250,000 2019 Budget: \$150,000 2019 Exp: \$0 2018 Exp: \$64,493 Balance: \$335,507</p> |
| 23 | 904 Maint Svc | Epoxy Wasteline Remediation | <p>The Waste Line Remediation Program's objective is to install seamless liners within the existing waste pipes to mitigate future root intrusion as well as to resolve and prevent future back up problems related to compromised pipes. If there are consistent internal issues, these are also investigated and addressed during the program execution. The program addresses interior as well as exterior waste lines. The program to line exterior pipes commenced in 2011 but did not include interior pipes. Starting in 2017, both, interior and exterior lines are receiving an epoxy liner.</p> | <p>The focus will be on 3-story buildings this year. The 21, 22 and 24 unit buildings take an average of 6 weeks to complete. Building 2405 is in progress and will be completed by the end of April.</p> <p>Estimated number of buildings scheduled this year: 6 Number of buildings completed to date: 216 Number of buildings left to complete: 1189</p> | 2019 Annual | <p>Budget: \$750,000 Exp: \$38,694 Balance: \$711,306</p> <p>Cumulative Expenditures from 2011 through 2018: \$2,968,737</p> |
| 24 | 920 Projects | Water Lines - Copper Pipe Remediation | <p>This program started in 2008 as a pilot program, and epoxy lining of buildings as-needed, was approved by the Board in 2010.</p> <p>Epoxy lining is intended to extend the life of copper pipe water lines in all buildings which experience a high frequency of copper pipe leaks.</p> | <p>The following 9 qualified buildings have been selected for epoxy lining in 2019: 2223, 3002, 3005, 3010, 3130, 3328, 3503, 3524, 5526.</p> <p>The project started on March 22, and is scheduled to be completed in August 2019.</p> <p>A total of 67 buildings have been epoxy lined to date since 2008.</p> | August 2019 | <p>Budget: \$200,000 Exp: \$0 Balance: \$200,000</p> |
| 25 | 920 Projects | Elevator Replacement Program | <p>This Elevator Replacement Program is funded to replace mechanical equipment. In addition, a specified number of elevator cars are scheduled for interior renovations.</p> | <p>The elevators at buildings 3335, 3337, 3338, 3364, 4002, 4003, 4012 and 4014 are scheduled to receive component replacements this year. Building 3335 is scheduled to begin construction April 29th, and be completed May 16th. Completed elevators in 2019: B3338.</p> <p>Notifications have been provided to all residents and owners of these buildings, which includes information about the program and the scheduled dates for when the work will be performed.</p> | December 2019 Annual | <p>Budget: \$346,698 Exp: \$0 Balance: \$346,698</p> |
| 26 | 910 Bldg. Maint | Garden Villa (GV) Laundry Room Flooring Renovations | <p>This program is funded to replace the laundry room floors of the GV and LH-21 style buildings with epoxy flooring when the existing vinyl flooring is damaged.</p> | <p>The program will begin in the spring. The laundry room floors that will be renovated this year are: 2386, 2381, 2388, 3501, 5370 & 4002.</p> | December 2019 Annual | <p>Budget: \$39,794 Exp: \$0 Balance: \$39,794</p> |

| | | | | | | | |
|--|----|-----------------|----------------------------------|---|--|-------------------------|---|
| | 27 | 910 Bldg. Maint | Pest Control for Termites | This program is dedicated to eradicating dry wood termites from inaccessible areas by tenting buildings for fumigation. The budget also includes funding for local termite treatments on an as-needed basis and hotel accommodations during whole structure fumigation. | The 2019 program will include the fumigation of 23 residential buildings, and 2 laundry rooms. The program is scheduled to start in May and be completed in November. | November 2019 Annual | Budget: \$260,405 Exp: \$0 Balance: \$260,405 |
| | 28 | 910 Bldg. Maint | Gutter Cleaning | Gutter cleaning is performed as needed throughout the year by General Services. In addition, an outside contractor performs annual cleaning of all Mutual and alteration gutters once a year. | General Services performs gutter cleaning upon resident request using in-house staff. The annual gutter cleaning program performed by an outside contractor will begin in late September and is scheduled to be completed at the end of December. | December 2019 Annual | Budget: \$151,544 Exp: \$0 Balance: \$151,544 |

| | | | | | | | |
|--|--|---------------|---|---|------------------|---------------|--|
| | | 920 Projects | 5 & 10 year old Roof Maintenance Program | This program is funded to preserve the serviceable life of the roofs through a 5 and 10-year inspection cycle. Roofs are inspected and maintained accordingly. | COMPLETED | February 2019 | Budget: \$101,150 Exp: \$101,135 Balance: \$15 |
| | | 904 Maint Svc | Laundry Equipment Improvements | The Maintenance and Construction Department is the process of replacing all the existing residential dryers with commercial, coin operated machines. Staff will also be raising the level of the machines by placing them on pedestals for easier use. Finally, the venting of the dryers in 18 three-story buildings will be ducted to the exterior. | COMPLETED | March 2019 | 2018 Budget: \$13,000 Supplemental: \$377,000 Exp: \$110,262 Balance: \$279,738 |
| | | 920 Projects | Trash Chute Repairs - Three Story Buildings | This project is dedicated to repairing the discharge room and trash chutes in all three story buildings. | COMPLETED | April 2019 | Supplemental \$336,680 Exp: \$306,073 Balance: \$30,607 |