



OPEN MEETING

REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL GARDEN VILLA RECREATION ROOM SUBCOMMITTEE

**Wednesday, July 5, 2023 – 1:30 PM
Laguna Woods Village Board Room
24351 El Toro Road
Laguna Woods, CA 92637**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings in-person and virtually. To submit comments or questions regarding virtually for committee meetings, please use one of the following options:

1. Join the Committee meeting via a Zoom link at: <https://us06web.zoom.us/j/82039707932>
2. Via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.

NOTICE AND AGENDA

This Meeting May Be Recorded

1. Call to Order
2. Approval of the Agenda
3. Approval of Meeting Report for March 1, 2023
4. Chair's Remarks
5. Member Comments - (Items Not on the Agenda)

Items for Discussion:

6. Garden Villa Recreation Room Budget and Expenditure Summary
7. Epoxy Flooring, Heat Pump, and Water Heater Expenditure Summary
8. 2023 Garden Villa Recreation Room Component Replacement Schedule
9. Component Replacement Lifespan Schedule

Items for Future Agendas:

- TBD

Concluding Business:

- Sub-Committee Member Comments
- Date of Next Meeting: November 1, 2023
- Adjournment

Mark Laws, Chair
Adam Feliz, Staff Officer
Telephone: 597-4614

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OPEN MEETING

**MINUTES OF THE REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
GARDEN VILLA RECREATION ROOM SUBCOMMITTEE**

**Wednesday, March 1, 2023 – 1:30 PM
Laguna Woods Village Board Room
24351 El Toro Road
Laguna Woods, CA 92637**

MEMBERS PRESENTS: Mark Laws- Chair, S.K. Park

MEMBERS ABSENT: Donna Rane-Szostak

ADVISORS PRESENT: Lynn Jarrett, Stuart Hack

ADVISORS ABSENT: Sharon Molineri

STAFF PRESENT: Ian Barnette-Staff Officer, Adam Feliz- Maintenance Operations Manager, Alex Mera- Operations Coordinator, Chontelle Crite- Senior Operations Specialist, Susan Tencate- Administrative Specialist

1. Call to Order

Chair Laws called the meeting to order at 1:30 p.m. and established that a quorum was present.

2. Approval of the Agenda

Chair Laws made a motion to approve the agenda. Member S.K. Park seconded the motion.

By consensus, the motion carried.

3. Approval of Meeting Report for November 3, 2022

Chair Laws made a motion to approve the meeting report of November 3, 2022. Member S.K. Park seconded the motion.

By consensus, the motion carried.

4. Chair's Remarks

No Chair comments.

5. Member Comments - *(Items Not on the Agenda)*

- A member commented about the recreation room windows leaking and needing to be replaced.
- A member commented on the elevator replacement program and requested to receive information on when the elevator in building 3420 will be replaced and access to the budget.

Items for Discussion:

6. Garden Villa Recreation Room Budget Fund

Staff reviewed the overall budget for 2023 as well as a history of the yearly budgets for the past few years.

7. 2023 Garden Villa Recreation Room Expenditures Summary

Staff reviewed the proposed renovations and answered questions from the Subcommittee.

Advisor Hack suggested that the proposed plan may be requested to be changed if the Garden Villa Association deems that other recreation rooms have a greater need for repairs.

8. 2023 Recreation Room Component Replacement List and Budget

An overview and explanation of the component replacement list were made.

Staff stated the breakdown of 53 Garden Villa Recreation Rooms' history and future renovations document will be finalized and presented at the next meeting.

Items for Future Agendas:

- Review Status of the 2023 Recreation Room Plan Execution
- Review the expectations and life span of the 53 Recreation Room repairs.

Concluding Business:

Subcommittee Member Comments

Advisor Jarrett expressed her concerns about the Third Board having taken away advisors' votes. Chair Laws stated that two advisors on the Recreation Room Subcommittee will continue to have a vote.

Staff Member Comments

Staff officer Ian Barnette introduced new staff members in the Maintenance Operations Division.

- **Date of Next Meeting:** Wednesday, July 5, 2023, at 1:30 p.m.
- **Adjournment**

The meeting was adjourned at 2:09 PM

Mark W. Laws

[Mark W. Laws \(Mar 7, 2023 10:28 PST\)](#)

Mark W. Laws, Chair

Garden Villa Recreation Room Component Expenditures Summary

Third Laguna Hills Mutual Garden Villa Recreation Room Sub-Committee
910 Maintenance Operations

Kitchen Renovation		
Building	Comment	Cost
R2400		\$ 4,340.01
R2403		\$ 4,340.01
R2405		\$ 4,340.01
R3421		\$ 4,340.01
R4007		\$ 4,340.01
Total Expenditures		\$ 21,700.05

Full Painting: Kitchen		
Building	Comment	Cost
R2400		\$ 543.70
R2403		\$ 543.70
R2405		\$ 543.70
R3421		\$ 543.70
R4007		\$ 543.70
Total Expenditures		\$ 2,718.50

Microwave Replacement		
Building	Comment	Cost
R2388		\$ 484.91
R2390		\$ 484.91
R2393		\$ 484.91
R2405		\$ 484.91
R4007		\$ 484.91
Total Expenditures		\$ 2,424.55

Refrigerator Replacement		
Building	Comment	Cost
R2355		\$ 132.86
Total Expenditures		\$ 132.86

Restroom Mirror Replacement		
Building	Comment	Cost
R2353	Men's	\$ 219.18
R2381	Women's	\$ 318.90
R2385	Men's	\$ 211.03
R2392	Women's	\$ 318.90
R3421	Men's	\$ 219.18
R3421	Women's	\$ 315.40
Total Expenditures		\$ 1,602.59

Full Painting: Game Room		
Building	Comment	Cost
R2387	Game Room	\$ 1,632.50
R2401	Mural	\$ 1,632.50
R2402	Game Room	\$ 1,632.50
R2403	Game Room	\$ 1,632.50
R2405	Mural	\$ 1,632.50
R4008	Game Room	\$ 1,783.36
Total Expenditures		\$ 9,945.86

Restroom Countertop Resurfacing		
Building	Comment	Cost
R4008	Waiting on Bid	TBD
Total Expenditures		\$ -

Window Coverings		
Building	Comment	Cost
R2355		\$ 1,241.27
R2389		\$ 1,241.27
R2402		\$ 1,241.27
R2405		\$ 1,241.27
R3241		\$ 1,241.27
R4006		\$ 1,241.27
R4007		\$ 1,241.27
Total Expenditures		\$ 8,688.89

Carpet (Tiles)		
Building	Comment	Cost
R2392		\$ 7,169.00
R2397		\$ 7,169.00
R2400		\$ 6,420.00
R2405		\$ 7,169.00
R4009		\$ 7,742.00
Total Expenditures		\$ 35,669.00

Billiard Table Re-Felt		
Building	Comment	Cost
R2395		\$ 1,400.00
R2398		\$ 1,400.00
R5510		\$ 1,150.00
Total Expenditures		\$ 3,950.00

Misc. Billiard Accessories		
Building	Comment	Cost
R2355	Ball Set	\$ 149.00
R2369	Ball Set	\$ 149.00
R2394	Ball Set	\$ 149.00
R3241	Ball Set	\$ 149.00
R3242	Ball Set	\$ 149.00
R3420	4 Cues	\$ 140.00
R4007	Ball Set	\$ 149.00
R4010	Ball Set	\$ 149.00
R5370	Ball Set	\$ 149.00
R5371	Ball Set	\$ 149.00
R5510	7 Cues	\$ 245.00
R5510	Triangle	\$ 39.99
Total Expenditures		\$ 1,765.99

BUDGET SUMMARY	
2023 Reserve Expenditures	\$ 93,150.00
Total Expenditures	\$ 88,598.29
Remaining Amount	\$ 4,551.71

Garden Villa Recreation Room
Epoxy Floor, Heat Pump, and Water Heater Status Update
Third Laguna Hills Mutual Budget
910 Maintenance Operations

EXPOXY FLOORING	
Rec Room	Status
R2403	Scheduled
R2405	Scheduled
R3421	Scheduled

HEAT PUMP	
Rec Room	Status
R969	Ordered
R3244	Ordered
R3420	Ordered
R2384	Ordered

WATER HEATER	
Rec Room	Status
R2398	Scheduled
R3244	Scheduled

2023 Garden Villa Recreation Room Component Replacement Schedule

Third Laguna Hills Mutual Garden Villa Recreation Room Sub-Committee
910 Maintenance Operations

Project Start: 6/1/2023

Project Start: 6/1/2023						Q2					Q3										Q4															
						1 Ju 23	8 Ju 23	15 Ju 23	22 Ju 23	29 Ju 23	6 Ju 23	13 Ju 23	20 Ju 23	27 Ju 23	3 Au 23	10 Au 23	17 Au 23	24 Au 23	31 Au 23	7 Se 23	14 Se 23	21 Se 23	28 Se 23	5 Oc 23	12 Oc 23	19 Oc 23	26 Oc 23	2 No 23	9 No 23	16 No 23	23 No 23	30 No 23	7 De 23	14 De 23	21 De 23	28 De 23
RECREATION ROOM		STATUS	PROGRESS	PLAN START	PLAN END	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Kitchen Renovation		Ordered	25%	8/7	10/19																															
R2400, R2403, R2405, R3421, R4007																																				
Full Painting: Kitchen		Scheduled	10%	8/17	10/21																															
R2400, R2403, R2405, R3421, R4007																																				
Microwave Replacement		Completed	100%	6/1	6/12																															
R2388, R2390, R2393, R2405, R4007																																				
Refrigerator Replacement		Ordered	25%	7/5	8/31																															
R2355																																				
Restroom Countertop Resurfacing		Waiting on Bid	0%																																	
R4008																																				
Restroom Mirror Replacement		Ordered	25%	7/5	8/31																															
Women's Restrooms: R2381, R2392, R3421																																				
Men's Restrooms: R2353, R2385, R3421																																				
Full Painting: Game Room		Scheduled	10%	7/5	8/31																															
Game Room: R2387, R2402, R2403, R4008																																				
Over Mural: R2401, R2405																																				
Window Coverings		Ordered	25%	7/5	8/31																															
R2355, R2389, R2402, R2405																																				
R4006, R4007 R3241																																				
Carpet (Tiles)		Scheduled	10%	7/5	8/31																															
R2392, R2397, R2400, R2405, R4009																																				
Billiard Table Re-Felt		Scheduled	10%	7/5	8/31																															
R2395, R2398, R5510																																				
Misc. Billiard Accessories		Ordered	25%	6/1	7/31																															
Ball Set: R2355, R2369, R2394																																				
R3241, R3242																																				
R4007, R4010, R5370, R5371																																				
4 Cues: R3420																																				
7 Cues: R5510																																				
Triangle: R5510																																				

GARDEN VILLA COMPONENT REPLACEMENT LIFESPAN SCHEDULE

Component	Kitchen Renovation		Full Painting: Kitchen		Microwave Replacement		Refrigerator Replacement		Women's Restroom Countertop Resurfacing		Women's Restroom Mirror Replacement		Men's Restroom Mirror Replacement		Full Painting: Game Room		Window Coverings		Carpet (Tiles)		Billiard Table Re-Felt		Misc. Billiard Table Accessories		Billiard Table Covers & Inserts		Billiard Cue Replacement		Card Table Chairs	
Lifespan	30 Years		10 Years		10 Years		20 Years		10 Years		10 Years		10 Years		10 Years		10 Years		10 Years		10 Years		25 Years		25 Years		15 Years		30 Years	
	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled	Completed	Scheduled
B969	2009	2039	2019	2029	2009	*2019	-	*-	2019	2029	-	-	2017	2027	2016	2026	2022	2032	2014	2024	2019	2029	2019	2044	2019	2044	2019	2034	2021	2051
B2353	2022	2052	2022	2033	2022	2032	2020	2030	2018	2028	2019	2029	-	2023	2016	2026	2022	2032	-	-	2018	2028	-	-	2019	2044	2019	2034	2021	2051
B2354	2015	2045	2015	2025	2015	2025	2020	2040	2015	2025	2019	2029	-	-	2016	2026	2016	2026	2018	2028	2018	2028	-	-	2019	2034	2019	2034	2021	2051
B2355	2011	2041	2021	2031	2022	*2032	2011	2023	2019	2029	2019	2029	2019	2029	2017	2027	-	2023	2022	2032	-	-	-	2023	2019	2044	2019	2034	2021	2051
B2369	2014	2044	2014	2024	2022	2032	2019	2039	2016	2026	2020	2030	2019	2029	2016	2026	2010	2020	2015	2025	2018	2028	-	2023	2019	2044	2019	2034	2021	2051
B2370	2020	2050	2020	2030	2022	2032	2018	2038	2018	2028	2019	2029	2019	2029	2016	2026	2022	2032	2016	2026	2022	2032	2022	2047	2022	2047	2022	2037	2021	2051
B2381	2020	2050	2020	2030	2020	2030	2018	2038	2014	2024	-	2023	2017	2027	2016	2036	2022	2032	2019	2029	2009	2019	-	-	2022	2047	2019	2034	2021	2051
B2384	2019	2049	2019	2029	2015	2025	2022	2042	2016	2026	2019	2029	2017	2027	2018	2028	2019	2029	2019	2029	2018	2028	-	-	2019	2044	-	-	2021	2051
B2385	2017	2047	2017	2027	2017	2027	2012	2032	2018	2028	-	-	-	2023	2022	2032	2020	2030	2022	2032	2019	2029	2017	2042	2019	2044	2017	2042	2021	2051
B2386	2021	2051	2021	2031	2021	2031	2012	2042	2019	2029	2019	2029	2020	2030	2019	2029	2014	2024	2022	2032	2015	2025	2022	2047	2019	2044	-	-	2021	2051
B2387	2021	2051	2021	2031	2021	2031	2019	2039	2017	2027	2019	2029	2016	2026	-	2023	2020	2030	2022	2032	2018	2028	2022	2047	2019	2044	-	-	2021	2051
B2388	2015	2045	2015	2025	2015	2023	2010	2030	2018	2028	-	-	2022	2030	2022	2032	2019	2029	2017	2027	2022	2033	-	-	2019	2044	2019	2044	2021	2051
B2389	2022	2052	2022	2032	2022	2032	2018	2038	2014	2024	2019	2029	2017	2027	2019	2029	2008	2023	2017	2027	2017	2027	-	-	2019	2044	2019	2044	2021	2051
B2390	2012	2042	2022	2032	2012	2023	2008	2028	2021	2031	2019	2029	2020	2030	2022	2032	2022	2030	2021	2031	2018	2028	-	-	2019	2044	2019	2044	2021	2051
B2391	2021	2051	2021	2031	2021	2031	2012	2042	2021	2031	-	-	-	-	2018	2028	2022	2032	2017	2027	2022	2032	2021	2056	2019	2044	2019	2044	2021	2051
B2392	2012	2042	2022	2032	2012	2022	2011	2031	2020	2030	-	2023	-	-	2018	2028	2016	2026	2008	2023	-	-	2019	2044	2019	2044	-	-	2021	2051
B2393	2013	2043	2014	2024	2013	2023	-	*-	2017	2027	-	-	2017	2027	2017	2027	2016	2026	2022	2032	2018	2028	2019	2044	2018	2043	-	-	2021	2051
B2394	2013	2043	2014	2024	2019	2029	2019	2039	2019	2029	2020	2030	2020	2030	2022	2032	2015	2025	2021	2031	-	-	-	2023	2019	2044	-	-	2021	2051
B2395	2012	2042	2012	2022	2022	2032	2011	2031	2016	2029	-	-	-	-	2022	2032	2015	2025	2018	2028	2011	2023	2022	2047	2019	2044	-	-	2021	2051
B2396	2018	2048	2018	2028	2018	2028	-	*-	2014	2024	-	-	2017	2027	2020	2030	2016	2026	-	-	-	-	2022	2047	2019	2044	-	-	2021	2051
B2397	2018	2048	2018	2028	2022	2032	-	*-	2014	2024	-	-	-	-	2019	2029	2020	2030	2011	2023	-	-	-	-	2019	2044	2019	2044	2021	2051
B2398	2014	2044	2014	2024	-	-	2009	2029	2014	2024	2020	2030	-	-	2019	2029	2019	2029	2018	2028	-	2023	-	-	2019	2044	-	-	2021	2051
B2399	2018	2048	2018	2028	2018	2038	2018	2038	2014	2024	2020	2030	2017	2027	2022	2032	2021	2031	2015	2025	-	-	2021	2046	2019	2044	-	-	2021	2051
B2400	-	2023	-	2023	-	-	2018	2038	2010	2020	-	-	-	-	2019	2029	2015	2025	-	2023	2019	2029	2017	2042	2019	2044	-	-	2021	2051
B2401	2021	2051	2021	2031	2022	2032	2020	2040	2014	2024	-	-	2017	2027	-	2023	2017	2027	2017	2027	-	-	2017	2052	2019	2044	-	-	2021	2051
B2402	2010	2040	2010	2020	-	-	*-	-	2012	2022	-	-	-	-	2010	2023	-	2023	2016	2026	-	-	-	-	2019	2044	-	-	2021	2051
B2403	-	2023	-	2023	-	-	2019	2039	2010	2020	-	-	-	-	2018	2023	2016	2026	-	-	-	-	-	-	2019	2044	-	-	2021	2051
B2404	2020	2040	2020	2030	-	-	*-	-	2012	2022	-	-	2017	2027	2020	2030	2014	2024	2011	2021	-	-	-	-	2019	2044	-	-	2021	2051
B2405	-	2023	-	2023	-	2023	2019	2039	2014	2024	-	-	-	-	-	2023	-	2023	2011	2023	2018	2028	2021	2046	2019	2044	-	-	2021	2051
B3241	2013	2043	2014	2024	-	-	2017	2037	2014	2024	-	-	2017	2027	2019	2029	-	2023	2017	2027	2018	2028	-	2023	2019	2044	-	-	2021	2051
B3242	2015	2045	2015	2025	-	-	*-	-	2014	2024	-	-	2017	2027	-	-	2016	2026	2017	2027	-									