



OPEN MEETING

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

**Thursday, May 26, 2022 – 1:30 PM
Laguna Woods Village Board Room/Virtual Meeting
24351 El Toro Road
Laguna Woods, CA 92637**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions regarding virtual meetings using one of two options:

1. Join the Committee meeting via a Zoom link at: <https://us06web.zoom.us/j/85954454925> or by calling 669-900-6833.
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. Acknowledgement of Media
3. Approval of the Agenda
4. Approval of Meeting Report for February 23, 2022
5. Chair's Remarks
6. Member Comments (Items Not on the Agenda)

Items for Discussion:

7. Garden Villa Recreation Room Budget Reserves Fund
8. 2022 Garden Villa Recreation Room Budget
9. Water Heater and Epoxy Flooring Budget Summary
10. 2022 Garden Villa Recreation Room Expenditures Summary
11. Recreation Room Component Replacement List
12. Recreation Room Carpeting Color Palette (Oral Discussion)

Items for Future Agendas:

- TBD

Concluding Business:

- Subcommittee Member Comments
- Date of Next Meeting: TBD
- Adjournment

Lynn Jarrett, Chair
Maurice Bector, Interim Staff Officer
Telephone: 268-2289

This Page was Intentionally Left Blank



OPEN MEETING

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

**Wednesday, February 23, 2022 – 1:30 PM
Virtual Meeting**

MEMBERS PRESENT:

Lynn Jarrett- Chair, Ira Lewis, Donna Rane-
Szostak, Sharon Molineri, Martina Mangan

STAFF PRESENT:

Moe Bactor- Interim Staff Officer, Koh Shida,
Chontelle Crite, Jose Campos

1. Call to Order

Chair Jarrett called the meeting to order at 1:30pm

2. Acknowledgement of Media

Chair Jarrett noted no members of the media were present.

3. Approval of the Agenda

The agenda was approved as written.

4. Approval of Meeting Report for September 29, 2021

The Meeting Report of September 29, 2021, was approved as written.

5. Chair's Remarks

Chair Jarrett welcomes staff and subcommittee members to the meeting.

Chair Jarrett informed the committee that the GVA Rec Rooms renovations are decided by staff and committee chair. If staff is not available to make decisions, the staff will refer to the GVA President.

Chair Jarrett attended a meeting at Building 969 and noticed the blinds in the Rec Room were in poor shape in addition to the prototype drip irrigation being in poor condition. Chair Jarrett recommended that to maintain the drip irrigation, mulch should be applied often. Staff maintains a list of all necessary renovations.

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

Member had concerns about the condition and the style of Rec Room blinds.

Items for Discussion:

7. GV Rec Room Budget Reserves Fund

Staff reported on the Projected Fund Balance from years 2019 - 2022. In the planned expenditures of \$73,459, the ending reserve balance will increase by \$16,559.

8. 2022 GV Rec Room Budget

Chair Jarrett recommended to increase the monthly contributions by .25 cents for year 2023, according to the Green Book ending balance projections.

Chair Jarrett determined that there will be a vote next meeting on May 26th, 2022 for .25 cents increase in monthly assessments for 2023 and 2024. This will increase the contributions to \$93,000 for 2023. Chair Jarrett requested projection of the future projects and budget before May meeting in preparation for next year's budget.

9. Water Heater and Epoxy Flooring Budget Summary

Staff reported for 2022 there are no water heaters planned for replacement according to the 10-year life cycle but there is a \$2,900 contingency fund in case of emergency.

Staff identified there are 3 kitchens and bathrooms for the GV Rec Rooms scheduled for epoxy flooring in 2022. This funding will be coming out of Third Mutual's budget.

10. 2022 GV Rec Room Expenditures Summary

Staff summarized the renovation summary and answered questions from the Sub-Committee.

11. Rec Room Component Replacement List

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

12. 2022 Exit Signs

Staff reported Recreation Room exit signs during recent inspections determined that every Rec Room has at least one LED exit sign, some have two, and four needed to be repaired.

13. Fire Systems/Smoke Detectors

Staff reported Garden Villa fire systems are in 20 Rec Rooms and 25 old smoke detectors were replaced to the new 10-year lithium battery. This program started in 2009 Third Mutual to complete the program. Staff is waiting for the new wireless technology to come up to date and then will presented to the Third Mutual Board.

14. Rec Room Carpeting Color Palette

Staff provided an overview of the new carpet samples. Staff additionally reported that there was a carpet inflation of \$1,000 within two years.

Chair Jarrett recommended to have the subcommittee members review the new carpet samples to determine the selection of carpet replacements due to a discontinued carpet sample.

Items for Future Agendas:

- No Future Agenda Items

Concluding Business:

Subcommittee Member Comments

- No member comments

Date of Next Meeting:

- May 26th at 1:30 PM

Adjournment:

- The meeting was adjourned at 2:16 PM



Lynn Jarrett, Chair

**Garden Villa Rec Room
Projected Fund Balance**

Preliminary						
Year	Monthly Assessment	Beginning Balance	Contributions	Interest Income	Planned Expenditures	Ending Balance
2019	\$5.50	\$61,268	\$81,972	\$718	\$97,580	\$46,378
2020	\$5.75	\$72,953	\$85,698	\$1,091	\$70,982	\$88,760
2021	\$5.75	\$77,319	\$85,698	\$1,685	\$71,831	\$92,871
2022	\$6.00	\$105,796	\$89,424	\$137	\$73,459	\$121,898

**Garden Villa Rec Room
Projected Fund Balance**

Actuals						
Year	Monthly Assessment	Beginning Balance	Contributions	Interest Income	Planned Expenditures	Ending Balance
2019	\$5.50	\$61,299	\$81,972	\$718	\$71,036	\$72,953
2020	\$5.75	\$72,953	\$85,698	\$2,295	\$71,246	\$89,700
Preliminary						
2021	\$5.75	\$89,700	\$85,698	\$231	\$70,290	\$105,339
2022	\$6.00	\$105,796	\$89,424	\$137	\$73,459	\$121,898

**THIRD LAGUNA HILLS MUTUAL
2022 RESERVES PLAN
Programs Report**

DESCRIPTION	2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 BUDGET	2022 BUDGET	Assessment Increase/(Decrease)	
						\$	%
GARDEN VILLA RECREATION ROOMS	\$63,429	\$71,036	\$71,247	\$71,831	\$73,459	\$1,628	2%
				0	0	0	0%
A400050000-Security- Smoke Detector Work	0	0	0	0	0	0	0%
A310050000 - GV Rec Room Misc. Services	21,883	27,864	38,852	32,095	32,095	0	0%
A320090000 Carpentry Service Garden Villa Interior	33	11,580	965	8,686	9,558	871	10%
A350110000 Appliance PM Garden Villa Rec Rooms	0	1,347	81	609	620	11	2%
A350120000 Appliance Replc. Garden Villa Rec Rooms	0	0	0	386	397	11	3%
A340090000 Electrical Service Garden Villa Interior	3,730	810	726	733	801	67	9%
A370090000 Repair/Replace Garden Villa Rec Rooms	264	0	0	802	827	25	3%
A792000000 Plumbing Service Garden Villa Interior	4,253	2,410	1,378	3,852	4,015	163	4%
A917259925 Replace Vinyl Floors in GV Rec Rooms	0	0	0	0	0	0	0%
A917270000 Recreation Room Refurbishment	9,788	1,333	4,128	9,091	9,449	358	4%
A917290000 Garden Villa Replacements	491	548	1,102	782	870	88	11%
A917510000 Refrigerator Install/Replacement	906	1,650	1,693	800	800	0	0%
A917520000 Range Install/Replacement	3,684	657	2,030	1,788	1,788	0	0%
A917530000 Microwave Install/Replacement	2,030	3,372	2,248	1,023	1,023	0	0%
A917540000 Disposal Install/Replacement	0	0	0	0	0	0	0%
A917550000 Sink Install/Replacement	6,784	1,715	3,404	898	903	5	1%
A917560000 Faucet Install/Replacement	1,293	148	445	0	0	0	0%
A963076501 Garden Villa Interior Touch-up	7,769	17,601	14,194	10,286	10,313	27	0%
A370090000 REPL / RPR GV REC RMS	520	0	0				
54201000 Investment Expense	0	0	0	0	0	0	0%
TOTAL	\$63,429	\$71,036	\$71,247	\$71,831	\$73,459	\$1,628	2%

Garden Villa Recreation Room Water Heater Budget Summary 2022

[illegible][illegible]

WATER HEATER BUDGET SUMMARY

Water Heater Replacement Budget:	\$2,984.00
Cost:	
Total Budget Remaining:	\$2,984.00

Garden Villa Recreation Room Expenditures Summary 5/2022

PAINTING		
Building	Comment	Cost
R2388	Game Room w/ Accent Wall	\$720.02
R2390	Game Room w/ Accent Wall	\$966.17
R2395	Game Room w/ Accent Wall	\$1,066.36
R5511	Game Room w/ Accent Wall	\$1,746.51
R2385	Game Room w/ Accent Wall	\$1,660.95
R2394	Game Room w/ Accent Wall	\$897.52
R2399	Game Room w/ Accent Wall	\$878.39
Total Expenditures to Date		\$7,935.92

MISC. BILLIARD ACCESSORIES		
Building	Comment	Cost
R2353	Ball Set	\$125.00
R2389	Ball Set	\$125.00
R2388	Ball Set	\$125.00
R5518	Ball Set	\$125.00
R2386	Ball Set	\$125.00
R2387	Ball Set	\$125.00
R2394	Ball Set	\$125.00
R3420	Table Brush	\$11.37
R2369	Triangle	\$16.15
R2369	Ball Set	\$125.00
R5371	Ball Set	\$125.00
R4007	Ball Set	\$125.00
R4007	Triangle	\$16.15
Total Expenditures to Date		\$1,293.67

REPLACEMENT OF RESTROOM MIRRORS		
Building	Comment	Cost
R2388	Mens Room	\$71.21
R2391	Mens Room	\$71.21
R2395	Mens Room	\$71.21
Total Expenditures to Date		\$213.63

CARPET (Tiles)		
Building	Comment	Cost
R969		\$5,867.40
R2386		
R2393		\$5,867.40
R2385		\$5,867.40
R2355		\$5,867.40
R2387		\$5,867.40
Total Expenditures to Date		\$29,337.00

Garden Villa Recreation Room Expenditures Summary 5/2022

LADIES RESTROOM COUNTERTOP - RESURFACING		
Building	Comment	Cost
R3499		\$515.00
R3420		\$515.00
R5517		\$515.00
Total Expenditures to Date		\$1,545.00

REFRIGERATOR		
Building	Comment	Cost
R2400		
R3243		
Total Expenditures to Date		\$0.00

KITCHEN RENOVATION		
Building	Comment	Cost
R2389		
R2353		
R3499		
R5372		
Total Expenditures to Date		\$0.00

MICROWAVE		
Building	Comment	Cost
R2400		
R2397		
R5511		
Total Expenditures to Date		\$0.00

BILLIARD TABLE RE-FELT		
Building	Comment	Cost
R2391	Re-Felt	\$425.00
R2388	Re-Felt	\$425.00
R3244	Re-Felt	\$425.00
R5500	Re-Felt	\$425.00
R3499	Re-Felt	\$425.00
R3420	Re-Felt	\$425.00
R4007	Re-Felt	\$425.00
R2399	Re-Felt	\$425.00
R2392	Re-Felt	\$425.00
R5500	Cushion Replacement	\$300.00
Total Expenditures to Date		\$4,125.00

WINDOW COVERINGS		
Building	Comment	Cost
R2381		
R2390		
R2391		
R2370		
R3243		
R3420		
R969		
Total Expenditures to Date		\$0.00

BUDGET SUMMARY	
2022 Garden Villa Reserve Expenditures:	\$ 73,459.00
Total Expenditures to Date:	\$44,450.22
Remaining Amount:	\$ 29,008.78

Garden Villa Recreation Room Components Sheet

Program	Kitchen Renovation	Full Painting - Kitchen	Full Painting Ladies Room with Mirror Replacement	Full Painting Mens Room with Mirror Replacement	Ladies Room Countertop Re-Surfacing	Window Coverings	Full Painting - Game Room	Carpet	Card Table Chairs	Billiard Table Felt	Billiard Table Covers and Inserts	Billiard Table Accessories	Billiard Cues Replacement	Refrigerator Replacement	Microwave Replacement	Contingency	Total Renovation Cost	Monthly Contribution per Manor	Projected Fund Balance
Work Center	917/932	912/932	912/932/910	912/932/910	910	910	912/932	910	910	910	910/912	910	910	917	917				
Life in Years	30	10	10	10	10	10	10	10	30	10	25	25	15	20	10	As Needed		\$6.00	\$105,796
Quantity	53	53	53	53	53	53	53	53	53	53	53	53	53	53	53	53		12	\$137
Unit of Measure	set	ea.	ea.	ea.	ea.	set	ea.	ea.	set	ea.	ea.	ea.	set	ea.	ea.	ea.		1242	\$89,424
Unit Cost	\$3,900	\$697	\$833	\$730	\$430	\$647	\$2,017	\$5,266	\$600	\$385	\$150	\$146	\$128	\$160	\$341	\$5,000		\$72	(\$73,459)
Total Cost	\$206,700	\$36,915	\$44,146	\$38,713	\$22,790	\$34,268	\$106,889	\$279,110	\$31,800	\$20,389	\$7,950	\$7,738	\$6,784	\$8,480	\$18,073	\$265,000		\$89,424	\$121,898
Replace Factor	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%			
2019	1	11	14	6	9	6	10	2	6	5	50	12	50	7	9				
2020	3	3	5	5	5	6	5	5	2	5	0	17	12	5	3				
2021	4	0	0	0	4	0	0	3	44	0	0	0	0	0	0				
2022	4	0	0	0	3	7	7	6	0	9	0	11	0	2	3				
2023	\$16,430	\$3,695	\$4,418	\$3,875	\$2,281	\$3,430	\$10,698	\$27,935	\$0	\$2,041	\$0	\$1,549	\$2,037	\$509	\$1,809	\$5,305	\$86,010	\$3,414	\$125,312
2024	\$0	\$3,805	\$4,551	\$3,991	\$2,349	\$3,533	\$11,019	\$28,773	\$0	\$2,102	\$0	\$1,595	\$2,098	\$525	\$1,863	\$5,464	\$71,667	\$17,757	\$139,655
2025	\$0	\$3,920	\$4,687	\$4,111	\$2,420	\$3,639	\$11,350	\$29,636	\$0	\$2,165	\$0	\$1,643	\$2,161	\$540	\$1,919	\$5,628	\$73,817	\$15,607	\$137,505
2026	\$0	\$4,037	\$4,828	\$4,234	\$2,492	\$3,748	\$11,690	\$30,525	\$0	\$2,230	\$0	\$597	\$713	\$556	\$1,977	\$5,796	\$73,424	\$16,000	\$137,898
2027	\$0	\$4,158	\$4,973	\$4,361	\$2,567	\$3,860	\$12,041	\$31,441	\$0	\$2,297	\$0	\$0	\$0	\$573	\$2,036	\$5,970	\$74,277	\$15,147	\$137,045
2028	\$0	\$4,283	\$5,122	\$4,492	\$2,644	\$3,976	\$12,402	\$32,384	\$0	\$2,366	\$0	\$0	\$0	\$590	\$2,097	\$6,149	\$76,505	\$12,919	\$134,817
2029	\$0	\$4,412	\$5,276	\$4,626	\$2,724	\$4,095	\$12,774	\$33,355	\$0	\$2,437	\$0	\$0	\$0	\$608	\$2,160	\$6,334	\$78,800	\$10,624	\$132,522
2030	\$0	\$4,544	\$5,434	\$4,765	\$2,805	\$4,218	\$13,157	\$34,356	\$0	\$2,510	\$0	\$0	\$0	\$626	\$2,225	\$6,524	\$81,164	\$8,260	\$130,158
2031	\$0	\$4,680	\$5,597	\$4,908	\$2,889	\$4,345	\$13,552	\$35,387	\$0	\$2,585	\$0	\$0	\$0	\$645	\$2,291	\$6,720	\$83,599	\$5,825	\$127,723
2032	\$0	\$4,821	\$5,765	\$5,055	\$2,976	\$4,475	\$13,958	\$36,448	\$0	\$2,663	\$0	\$0	\$0	\$664	\$2,360	\$6,921	\$86,107	\$3,317	\$125,215
2033	\$0	\$4,965	\$5,938	\$5,207	\$3,065	\$4,609	\$14,377	\$37,542	\$0	\$2,742	\$0	\$0	\$0	\$684	\$2,431	\$7,129	\$88,690	\$734	\$122,632
2034	\$0	\$5,114	\$6,116	\$5,363	\$3,157	\$4,747	\$14,809	\$38,668	\$0	\$2,825	\$0	\$0	\$0	\$705	\$2,504	\$7,343	\$91,351	-\$1,927	\$119,971
2035	\$0	\$5,268	\$6,299	\$5,524	\$3,252	\$4,890	\$15,253	\$39,828	\$0	\$2,909	\$0	\$0	\$2,904	\$726	\$2,579	\$7,563	\$96,996	-\$7,572	\$114,326
2036	\$0	\$5,426	\$6,488	\$5,690	\$3,350	\$5,037	\$15,710	\$41,023	\$0	\$2,997	\$0	\$0	\$2,991	\$748	\$2,656	\$7,790	\$99,906	-\$10,482	\$111,416
2037	\$0	\$5,588	\$6,683	\$5,861	\$3,450	\$5,188	\$16,182	\$42,254	\$0	\$3,087	\$0	\$0	\$3,081	\$770	\$2,736	\$8,024	\$102,903	-\$13,479	\$121,898
2038	\$0	\$5,756	\$6,884	\$6,037	\$3,554	\$5,343	\$16,667	\$43,521	\$0	\$3,179	\$0	\$0	\$3,173	\$793	\$2,818	\$8,264	\$105,990	-\$16,566	\$105,332
2039	\$19,918	\$5,929	\$7,090	\$6,218	\$3,660	\$5,504	\$17,167	\$44,827	\$0	\$3,275	\$0	\$0	\$3,268	\$817	\$2,903	\$8,512	\$129,088	-\$39,664	\$82,234
2040	\$20,516	\$6,107	\$7,303	\$6,404	\$3,770	\$5,669	\$17,682	\$46,172	\$0	\$3,373	\$0	\$0	\$1,079	\$842	\$2,990	\$8,768	\$130,672	-\$41,248	\$80,650
2041	\$21,131	\$6,290	\$7,522	\$6,596	\$3,883	\$5,839	\$18,213	\$47,557	\$0	\$3,474	\$0	\$0	\$0	\$867	\$3,079	\$9,031	\$133,481	-\$44,057	\$77,841
2042	\$21,765	\$6,479	\$7,748	\$6,794	\$4,000	\$6,014	\$18,759	\$48,984	\$0	\$3,578	\$0	\$0	\$0	\$893	\$3,172	\$9,301	\$137,486	-\$48,062	\$73,836
2043	\$22,418	\$6,673	\$7,980	\$6,998	\$4,120	\$6,194	\$19,322	\$50,453	\$0	\$3,686	\$2,790	\$0	\$0	\$920	\$3,267	\$9,581	\$144,400	-\$54,976	\$66,922
2044	\$23,090	\$6,873	\$8,219	\$7,208	\$4,243	\$6,380	\$19,901	\$51,967	\$0	\$3,796	\$2,874	\$0	\$0	\$947	\$3,365	\$9,868	\$148,732	-\$59,308	\$62,590
2045	\$23,783	\$7,079	\$8,466	\$7,424	\$4,371	\$6,572	\$20,498	\$53,526	\$4,877	\$3,910	\$2,960	\$0	\$0	\$976	\$3,466	\$10,164	\$158,071	-\$68,647	\$53,251
2046	\$24,497	\$7,292	\$8,720	\$7,647	\$4,502	\$6,769	\$21,113	\$55,131	\$5,023	\$4,027	\$3,049	\$2,968	\$0	\$1,005	\$3,570	\$10,469	\$165,781	-\$76,357	\$45,541
2047	\$25,232	\$7,510	\$8,982	\$7,876	\$4,637	\$6,972	\$21,747	\$56,785	\$5,174	\$4,148	\$3,140	\$3,057	\$0	\$1,035	\$3,677	\$10,783	\$170,755	-\$81,331	\$40,567
2048	\$25,988	\$7,736	\$9,251	\$8,113	\$4,776	\$7,181	\$22,399	\$58,489	\$5,329	\$4,273	\$3,234	\$3,149	\$0	\$1,066	\$3,787	\$11,106	\$175,877	-\$86,453	\$35,445
2049	\$26,768	\$7,968	\$9,529	\$8,356	\$4,919	\$7,396	\$23,071	\$60,244	\$5,489	\$4,401	\$1,067	\$3,243	\$0	\$1,098	\$3,901	\$11,440	\$178,890	-\$89,466	\$32,432
2050	\$27,571	\$8,207	\$9,814	\$8,607	\$5,067	\$7,618	\$23,763	\$62,051	\$5,653	\$4,533	\$0	\$3,341	\$0	\$1,131	\$4,018	\$11,783	\$183,157	-\$93,733	\$28,165
TOTAL	\$299,115	\$158,614	\$189,683	\$166,341	\$97,930	\$147,246	\$459,282	\$1,199,270	\$31,589	\$87,613	\$19,114	\$21,153	\$23,505	\$21,864	\$77,658	\$227,727	\$3,227,598		

Grand Canyon
Grey Sky (item #707404)

Discontinued



Buckingham
Silver (item #707231)

Proposed Replacement

Website for more samples [@Work Carpet Tile \(atworkcarpettile.com\)](http://atworkcarpettile.com)

