



**OPEN MEETING**

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

**Monday, September 12, 2022 at 1:30 p.m.  
24351 El Toro Road, Laguna Woods, CA 92637  
Board Room and Virtual with Zoom**

**REPORT**

**MEMBERS PRESENT:** Ralph Engdahl - Chair, Cush Bhada, Jim Cook,  
Mark Laws

**MEMBERS ABSENT:** John Frankel

**OTHERS PRESENT:** Dave Bienek – Advisor  
**Third:** Cris Prince

**STAFF PRESENT:** Manuel Gomez – Maintenance & Construction Director,  
Bart Mejia – Maintenance & Construction Assistant  
Director, Ian Barnette – Maintenance & Construction  
Assistant Director, Guy West – Projects Division Manager,  
Robert Valdovinos – Maintenance Operations Manager,  
Laurie Chavarria – Sr. Management Analyst, Sandra  
Spencer – Administrative Assistant

**1. Call Meeting to Order**

Chair Engdahl called the meeting to order at 1:31 p.m. and established that a quorum was present.

**2. Approval of the Agenda**

Hearing no objection, the agenda was approved as written.

**3. Approval of the Meeting Report from July 7, 2022**

Hearing no objection, the meeting report was approved by a vote of 3/0/1 (Director Laws abstained).

**4. Remarks of the Chair**

None.

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

- A member commented on the washing machines in the GVA laundry rooms; the lighting in the GVA buildings; and the communication regarding repair and maintenance projects in the GVA buildings.

**6. Response to Member Comments**

- Staff responded that the manual lighting timers are in the process of being adjusted. Mr. Gomez offered to speak with the appropriate managers regarding improving communications with the GVA building captains during maintenance projects.

**7. Department Head Update**

Mr. Gomez reported that the member concern from the July 2022 committee meeting has been resolved to the owner's satisfaction.

**8. 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 project log was pulled for discussion. Staff answered questions from the committee and offered to bring back details about the amount of dry rot found within the mutual.

The solar production report was pulled for discussion. Staff commented on the reason for providing the report. Director Laws volunteered to work with the Chair to devise a more concise report to reflect the production levels and the return on investment.

- a. Project Log
- b. Solar Production Report

Hearing no changes or objections, the motion to approve the Consent Calendar was approved unanimously.

**9. Items For Discussion and Consideration**

- a. Presentation Regarding Epoxy Lining for Copper Water Line Pipes

Mr. Barnette presented the topic and answered questions from the committee. Discussion ensued regarding criteria for selecting buildings for the program. Staff will present a recommendation for a contract award for this item in closed session.

- b. Removal of Planter at Building 2369

Mr. Gomez reported that a consensus of building owners favored removal of the planter by in-house staff at a cost of approximately \$2800.

A motion was made to remove the planter and was approved by unanimous consent.

c. CUP Amendment for Shepherd's Crook Installations

Mr. Gomez presented the topic and answered questions from the committee. Discussion ensued regarding the history of the project; the security concerns expressed by some residents in Gate 11; and the cost of the application to the mutual.

A motion was made to recommend the finance committee and then the board approve a request for a supplemental appropriation in the amount of \$10,000 for the City required application process. The motion passed by a vote of 2/1/0 (Director Laws opposed).

d. Spray Polyurethane Foam (SPF) Roof Systems Update

Mr. West presented the topic and answered questions from the committee. Discussion ensued regarding the roofing program; the current contract; the cost analyses of SPF and PVC roofing systems; the process for installing each type of application; and potential savings in energy costs. Staff will present a recommendation for this item in closed session.

**10. Items for Future Agendas:** *All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.*

- Policy to address reimbursements for MI events when residents pay for work due to delay in response from VMS
  - Staff offered to assist in prepping this item to take to the Third Resident Policy and Compliance Committee for review.
- Report on the feasibility of additional solar installations

**11. Committee Member Comments**

None.

**12. Date of Next Meeting:** Monday, November 7, 2022 at 1:30 p.m.

**13. Recess** - *At this time, the meeting will recess and reconvene to Closed Session to discuss the following matters.*

The meeting was recessed into closed session at 2:52 p.m.

**Closed Session Agenda**



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*Approval of the Agenda*  
*Approval of the Meeting Report from July 7, 2022*  
*Remarks of the Chair*  
*Discuss and Consider Contractual Matters*

**14. Adjournment**

The meeting was adjourned at 3:55 p.m.



Ralph Engdahl, Chair

Ralph Engdahl, Chair  
Manuel Gomez, Staff Officer  
Telephone: 949-268-2380