



OPEN MEETING

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

**Monday, March 4, 2024 at 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

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

1. Join the committee meeting via Zoom by clicking this link:
<https://us06web.zoom.us/j/81435641900> or by calling 1-669-900-6833, Webinar ID: 81435641900.
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 Meeting to Order
2. Approval of the Agenda
3. Approval of the Meeting Report from January 8, 2024
4. Remarks of the Chair
5. Member Comments – *(Items Not on the Agenda)*
6. Response to Member Comments
7. Department Head Update
 - Building Pressure Readings Update (Verbal Only)
 - Slope Repairs Update
 - SCE Proposed Rate Increase for 2025
 - Railings at Garden Villa Entrances
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.*
 - a. Project Log
 - b. Supplemental Budget Allocation for GV Garage Seepage Consultant Services

Third Laguna Hills Mutual
Maintenance & Construction Committee
Regular Open Session
March 4, 2024
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9. Items for Discussion and Consideration
 - a. GV Garage Seepage RFP Scope of Work
 - b. Roof Leak Repairs Update
 - c. 2024 Roof Replacement Program
10. Future Agenda Items: *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.*
 - a. Incentive to Upgrade Pipes and/or Dedicated Water Shut-Off Valves in Walls During Remodeling
11. Committee Member Comments
12. Date of Next Meeting: Monday, May 6, 2024 at 1:30 p.m.
13. Adjournment

*A quorum of the Third Board or more may also be present at the meeting.

Brad Rinehart, Chair
Manuel Gomez, Staff Officer
Telephone: 949-268-2380

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OPEN MEETING

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

**Monday, January 8, 2024 at 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Ralph Engdahl – Chair, Jim Cook, SK Park, Brad Rinehart, Moon Yun

MEMBERS ABSENT: None

STAFF PRESENT: Manuel Gomez – Maintenance & Construction Director, Ian Barnette – Maintenance & Construction Assistant Director, Bart Mejia - Maintenance & Construction Assistant Director, Guy West – Projects Division Manager, Adam Feliz – Maintenance Operations Manager, Laurie Chavarria – Senior Management Analyst, Sandra Spencer – Administrative Assistant

1. Call Meeting to Order

Chair Engdahl called the meeting to order at 9:30 a.m.

2. Approval of the Agenda

Chair Engdahl requested that Water Intrusion in Garages in Garden Villa Buildings be added as Item 9b. Hearing no objection, the agenda was approved as amended.

3. Approval of the Meeting Report from August 30, 2023

Hearing no objection, the meeting report was approved unanimously.

4. Remarks of the Chair

None.

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

- A member commented on their manor's weep screed, the status of the Shepherd's Crook installation in Third Mutual; and red curbs within the mutual.
- A member commented on building pressure regulator valve testing; dry rot; and gutters.
- A member commented on rain gutter cleaning; leaking rain gutter at their manor; and condition of entry sidewalk and rear patio concrete.

6. Response to Member Comments

Staff responded to the member's comments and will follow up as appropriate.

7. Department Head Update

- Gate 11 Seepage

Mr. Gomez provided an update on this completed project. The results for Phase 1 are positive; staff will monitor the area and provide updates to the committee. Staff will bring back the final results and recommendations for any work at other areas to a future committee meeting.

- Recruitment of Temporary Staff for Building Pressure Readings

Mr. Barnette informed the committee that one applicant is in the hiring process and interviews are in progress for one additional person. The goal is to compile a list of buildings which need pressure regulator valves installed. The list would be included in the scope of work in an RFP. The proposals would be submitted to the board for a contract award.

- Mailbox Replacements at Building 3425

Mr. Barnette provided an overview of the request from the members at Building 3425 and answered questions from the committee. Discussion ensued regarding cost of in-wall vs. pedestal style replacements; previous pedestal mailbox installation in the mutual; and the trend towards pedestal style for future replacements.

Staff was directed to survey the owners in the adjacent buildings to determine approval of a pedestal style replacement.

Director Park left the meeting at 10:11 a.m.
Director Rinehart joined the meeting at 10:14 a.m.

A motion was made to prioritize pedestal style mailboxes for future replacements, where appropriate, over the in-wall style with member approval. If any impacted members oppose the installation of a pedestal style mailbox, the committee would be informed

and with approval, a compliant in-wall mailbox would be installed. The motion passed by a vote of 4/0/1 (Director Park was absent for the vote).

- 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.*

a. Project Log

A motion was made and passed by a vote of 4/0/1 (Director Park was absent for the vote) to approve the consent calendar. Staff volunteered to answer any questions committee members may have in a separate meeting.

9. Items for Discussion and Consideration

a. Gutter Installations at Building 2131

Mr. Gomez presented the history of gutter installations at Building 2131. Discussion ensued between the committee members, the owner at 2131-H, and staff.

Director Park rejoined the meeting at 10:37 a.m.

A motion was made and unanimously passed to honor the request of the owner to allow Manor H to remain gutter-free at this time. Any damage to mutual property at Manor H due to moisture intrusion due to lack of gutters will be the responsibility of the owner to repair. If it is determined that any damage occurs due to the lack of gutters, the owner agrees to install gutters at their cost. Staff was directed to prepare an agreement for the owner's signature.

b. Water Intrusion in Garages in Garden Villa Buildings

Chair Engdahl led a discussion regarding the formation of puddles in the parking garages of some Garden Villa buildings and potential sources of water intrusion.

Staff was directed to prepare a scope of work for the committee to review at a future meeting. Once approved, an RFP will be advertised for a professional consultant to inspect each building to determine the source of any water intrusion and possible remedies.

- 10. Future Agenda Items:** *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.*

a. GV Garage Water Seepage RFP

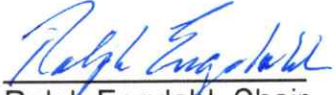
- b. Incentive to Upgrade Pipes and/or Dedicated Water Shut-Off Valves in Walls During Remodeling

11. Committee Member Comments

- Director Rinehart brought a request for railings at the entrance of Garden Villa buildings and inquired about package lock boxes in the mail box areas.
- Director Park commented on the project log.
- Director Cook commented on the importance of Resident Services notifying residents when a service order is a chargeable service.
- Director Yun commented that knowing the difference between member responsibilities and mutual responsibilities can be difficult for some members.

12. Date of Next Meeting: Monday, March 4, 2024 at 1:30 p.m.

13. Recess – The meeting was recessed at 11:37 a.m.


Ralph Engdahl, Chair

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

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Building 5358



Building 3522



**NOTICE OF PUBLIC PARTICIPATION HEARINGS
FOR SOUTHERN CALIFORNIA EDISON COMPANY’S
2025 GENERAL RATE CASE A.23-05-010**

Why am I receiving this notice? Southern California Edison (SCE) and the California Public Utilities Commission (CPUC) would like to hear from you. You are invited to participate in a public forum regarding SCE’s application to raise electricity rates. At the public forum, you can make comments and raise concerns with the CPUC’s Administrative Law Judges who are overseeing this rate increase request.

How will the public forums be held? There will be two in-person and four remote public forums as follows:

Remote:

The public forums can be viewed via Internet, or listened to via phone, with the information below. If you wish to make a public comment, please participate by phone using the phone number, passcode and instructions below. When it is your turn to speak, the operator will call your name in the order you signed up to speak.

Date	Time	Details
Tuesday, March 5, 2024	2 p.m.	Phone number: (800) 857-1917
	6 p.m.	Passcode: 6032788#
Wednesday, March 20, 2024	2 p.m.	To comment: After entering the passcode, press *1, unmute your phone, and record your name.
	6 p.m.	
		Webcast: adminmonitor.com/ca/cpuc/

In person:

Date	Time	Location
Wednesday, April 10, 2024	2 p.m.	Recreation Park Community Center 4900 E. 7th St. Long Beach, CA 90804
	6 p.m.	

If you need language assistance for any of these forums, contact the CPUC’s Public Advisor’s Office using the information at the end of this notice at least five business days before the hearing you plan to attend.

Please note: A quorum of commissioners may attend but no decisions will be made or voted on at these hearings.

Written public comments may also be provided at any time during the proceeding using the “Add Public Comment” button on the “Public Comment” tab of the Docket Card for A.23-05-010, available at apps.cpuc.ca.gov/c/A2305010

Why is SCE requesting this rate increase? On May 12, 2023, SCE filed a General Rate Case (GRC) Application with the CPUC requesting authority to increase revenues for 2025-2028. The revenue increases SCE is requesting are as follows:¹

¹ As explained in our Application, SCE is also requesting cost recovery of \$95.57 million in one-time CPUC-approved memorandum accounts.

- 2025: \$1.895 billion increase (22.6% increase over 2024)² for a revenue requirement of \$10.267 billion
- 2026: Additional \$619 million (6% increase over 2025)
- 2027: Additional \$664 million (6% increase over 2026)
- 2028: Additional \$705 million (6% increase over 2027)

SCE delivers your electricity. Every four years, SCE must file what is known as a GRC application with the CPUC. GRCs set rates that customers pay to fund SCE's day-to-day operations, including maintenance for its equipment and electricity grid upgrades.

How could this affect my monthly bill? Below is a table that shows the proposed rate increase by customer group, based on the most recent method approved by the CPUC. The residential dollar amounts and percentages shown below in the bill impact section do not necessarily reflect the exact changes you may see in your bill and are based on CARE³ and non-CARE customers who use the system-wide average of 500 kWh per month. Changes in individual bills will depend on how much energy each customer uses.

CUSTOMER IMPACT TABLE

Bundled Average Rates (¢/kWh)*				
Customer Group	2024**	Proposed Change	Proposed Rates	% Change***
Residential	32.29	3.42	35.71	10.6%
Lighting - Small and Medium	28.38	2.89	31.26	10.2%
Large Power	19.92	1.37	21.29	6.9%
Agricultural and Pumping	23.44	2.00	25.44	8.5%
Street and Area Lighting	29.11	1.36	30.48	4.7%
Standby	17.24	1.07	18.31	6.2%
Total	27.11	2.45	29.56	9.0%

Residential Bill Impact (\$/Month)*					
Description		2024**	Proposed Change	Proposed	% Change***
Non-CARE Residential Bill	\$	170.39	\$ 17.49	\$ 187.88	10.3%
CARE Residential Bill	\$	115.35	\$ 11.83	\$ 127.18	10.3%

*These rate and bill impacts exclude greenhouse gas (GHG) revenues.

**2024 rate and bill impacts are derived by starting with SCE's approved March 1, 2023 rates and (1) layering on the revenue changes associated with SCE's 2021 GRC Track 4 (A.19-08-013) authorized base revenue requirement request, adjusted for the adopted Cost of Capital in D.22-12-031 (as modified in D.23-01-022), and the change to the wildfire liability insurance portion of the authorized base revenue requirement requested in a Petition for Modification of D.21-08-036, and (2) adjusting for estimated 2024 sales.

***The percentage change in this table is based on the impact SCE's 2025 GRC request has on overall rates (which include non-GRC revenues) in 2025. This is different from the percentage increases discussed at the beginning of this notice, which are only comparing the GRC-authorized base revenue requirement requests.

² This increase is calculated relative to SCE's current and requested GRC-related revenue requirement only (i.e., Authorized Base Revenue Requirement), as of the end of 2024.

³ The California Alternate Rates for Energy (CARE) program provides a discount of about 30% on monthly electric bills if someone in your household participates in at least one eligible public assistance program or meets certain income criteria. The Family Electric Rate Assistance Program provides an 18% discount for qualified households with three or more people. See www.sce.com/careandfera for eligibility and details.

The table below reflects the monthly bill impact for 2026-2028 proposed rates.

Residential Bill Impact (\$/Month)*							
Description	2025	2026	%	2027	%	2028	%
	Proposed	Proposed	Change	Proposed	Change	Proposed	Change
Non-CARE Residential Bill	\$ 187.88	\$ 193.02	2.7%	\$ 198.13	2.6%	\$ 203.39	2.7%
CARE Residential Bill	\$ 127.18	\$ 130.66	2.7%	\$ 134.11	2.6%	\$ 137.67	2.7%

*These bill impacts exclude greenhouse gas (GHG) revenues.

How does the rest of the process work? This application has been assigned to CPUC Administrative Law Judges whose schedule includes these public participation hearings and who will consider proposals and evidence presented during the formal hearing process. The Administrative Law Judges will issue a proposed decision that may adopt SCE's application, modify it, or deny it. Any CPUC Commissioner may sponsor an alternate decision with a different outcome. The proposed decision, and any alternate decisions, will be discussed and voted upon by the CPUC Commissioners at a public CPUC Voting Meeting.

Parties to the proceeding may review SCE's application, including the Public Advocates Office. The Public Advocates Office is an independent consumer advocate within the CPUC that represents customers to obtain the lowest possible rate for service consistent with reliable and safe service levels. For more information about the Public Advocates Office, please call 1-415-703-1584, email PublicAdvocatesOffice@cpuc.ca.gov, or visit PublicAdvocates.cpuc.ca.gov.

Where can I get more information?

Contact SCE:

Email: case.admin@sce.com

Phone: (626) 302-0449

Mail:

Southern California Edison Company

Attn: Case Administrator

A.23-05-010 – 2025 GRC

P.O. Box 800

Rosemead, CA 91770

A copy of the application and any related documents may also be reviewed at www.sce.com/applications.

Contact the CPUC:

For additional information and any updates on the hearings, please visit cpuc.ca.gov/pph.

Please visit apps.cpuc.ca.gov/c/A2305010 to submit a comment about this proceeding on the CPUC Docket Card. Here you can also view documents and other public comments related to this proceeding. Your participation by providing your thoughts on SCE's request can help the CPUC make an informed decision. If you have questions about CPUC processes, you may contact the CPUC's Public Advisor's Office at:

Email: Public.Advisor@cpuc.ca.gov

Phone: 1-866-849-8390 (toll-free) or 1-415-703-2074

Mail: CPUC Public Advisor's Office

505 Van Ness Avenue

San Francisco, CA 94102

Please reference **SCE GRC Application A.23-05-010** in any communications you have with the CPUC regarding this matter.

**Garden Villa Building Entrances
(with railing)**



Garden Villa Building Entrances (without railing)



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Third Mutual Project Log January 2024 (Prepared February 26)					
#	Name	Description	Status	Estimated Completion/ On-going Programs	Budget (as of January)
1	Senate Bill 326 Load Bearing Component Inspections	This program is funded to conduct an assessment of exterior elevated elements, defined as the load-bearing components, in selected buildings and facilities within the community. Inspection submittal requirements due January 2025, as outlined in Senate Bill 326.	73 Buildings will be inspected in 2024 28 buildings scheduled in March: 2249, 2250, 2259, 2260, 3011, 3019, 3020, 3021, 3026, 3029, 3031, 4018, 4019, 4020, 4021, 4022, 3427, 3428, 3429, 2401, 2402, 3241, 3242, 3415, 3416, 3417, 5523, 5525 14 buildings scheduled in April: 3434, 3435, 2354, 2355, 2384, 2385, 2386, 2387, 2388, 4003, 4004, 4005, 4012, 4013 15 buildings scheduled in May: 3335, 3336, 3337, 3338, 3420, 2294, 4006, 4008, 4009, 4010, 4011, 4014, 4015, 2399, 2400 16 buildings scheduled in June: 2117, 2118, 2120, 2134, 2135, 2136, 2227, 2229, 2231, 2232, 2237, 2239, 2240, 2241, 2242, 2244	March - June	Budget: \$92,495 Recorded Exp: \$0 Balance: \$92,495
2	Annual Termite Inspections	This annual program is funded to provide pest control inspection services.	Buildings scheduled for 2024: 468 buildings scheduled for inspection.	December	Budget: \$46,800 Recorded Exp: \$0 Balance: \$46,800
3	Pest Control for Termites	This annual program is funded to eradicate dry wood termites from inaccessible areas by tenting buildings for fumigation and includes hotel accommodations during whole structure fumigation. The program also includes funding for local termite treatments and the removal of bees/wasps as needed.	Buildings scheduled for 2024: 53 buildings scheduled for fumigation.	May to November	Budget: \$330,316 Recorded Exp: \$0 Balance: \$330,316

#	Name	Description	Status	Estimated Completion/ On-going Programs	Budget (as of January)
4	Waste Line Remediation	This ongoing program is funded to install seamless epoxy liners within existing interior and exterior waste pipes to mitigate future root intrusion as well as to resolve and prevent future back-up problems related to compromised pipes.	Total number of buildings in Third Mutual: 1,405 Number of buildings left to complete: 1,020 Buildings scheduled for 2024: 2392, 5518, 4011, 3421, 2393, 2354, 5515, 5499 Buildings complete in 2024: 2394	December	Budget: \$1,500,000 Recorded Exp: \$244,300 Balance: \$1,255,699
5	Water Lines - Copper Pipe Remediation	This ongoing program is funded to install epoxy liners in copper water lines in all buildings which experience a high frequency of copper pipe leaks.	Buildings scheduled for 2024: 2289, 3019, 3020, 3036, 3105, 3106, 3107, 4007 for a total of 66 manors. Buildings complete in 2024: None (schedule pending)	December	Budget: \$500,000 Recorded Exp: \$0 Balance: \$500,000
6	Asphalt Paving and Concrete Program	This annual program is funded to preserve the integrity of CDS street paving. Annual inspections are conducted and repaving is scheduled as needed. Adjacent concrete sidewalks are evaluated and repaired if necessary.	Paving work scheduled for 2024: CDS 304, 329, 335, 374, 409 Program is being bid with proposals due 2/24.	July	Budget: \$377,975 Recorded Exp: \$0 Balance: \$377,975
7	Seal Coat Program	This ongoing 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.	Seal coat work scheduled for 2024: CDS 214, 226, 303, 306, 315, 316, 321, 325, 326, 331-A, 334, 354, 356, 357, 365, 371, 376, 402, 403, 3317	September	Budget: \$53,876 Recorded Exp: \$0 Balance: \$53,876
8	Roof Replacement - Light Weight Tile to Comp Shingle Roofs	This ongoing program is funded to replace light weight tile roofs with composition shingle roof systems.	Buildings scheduled for 2024: B3207, B3215, B3292, B3394, B3475, B5216	May - June	Budget: \$250,000 Recorded Exp: \$0 Balance: \$250,000

#	Name	Description	Status	Estimated Completion/ On-going Programs	Budget (as of January)
9	Roof Replacement - BUR to PVC Cool Roofing	This ongoing program is funded to replace roofs at the end of their serviceable life with a PVC Cool Roof system. Built-up roofs are inspected 15 years after installation.	Buildings scheduled for 2024: B2234, 2290, 2314, 2330, 2336, 2340, 2357, 2390, 2394, 3003, 3016, 3018, 3062, 3113, 3114, 3140, 3182, 3223, 3240, 3274, 3299, 3341, 3479, 3488, 3510, 4019, 5052, 5091, 5397, 5442, 5558	May - November	Budget: \$1,200,000 Recorded Exp: \$0 Balance: \$1,200,000
10	PVC Roof Repair & Preventive Maintenance Programs	This ongoing program is funded to preserve and prolong the serviceable life of PVC roofs by performing emergent repairs as needed. This also includes flat roof debris clean-up.	Preventive roof maintenance is scheduled for PVC roofs that were replaced 5 and 10 years ago. 5 Year Maintenance - 2350, 2352, 2356, 3005, 3013, 3066, 3086, 3112, 3117, 3137, 3148, 3163, 3166, 3169, 3181, 3184, 3186, 3188, 3201, 3204, 3206, 3210, 3213, 3215, 3217, 3247, 3248, 3256, 3275, 3279, 3305, 3323, 3324, 3325, 3336, 3338, 3363, 3364, 3371, 3375, 3408, 3411, 3447, 3461, 3473, 3489, 3517, 5229, 5280, 5306, 5346, 5353, 5365, 5463, 5470, 5503, 5511. 10 Year Maintenance - 2360, 3046, 3049, 3078, 3085, 3088, 3089, 3091, 3097, 3099, 3100, 3129, 3132, 3136, 3162, 3168, 3190, 3191, 3285, 3329, 3342, 3433, 3442, 3450, 3452, 3523, 5015, 5021, 5031, 5035, 5041, 5066, 5083, 5086, 5113, 5123, 5134, 5211, 5377, 5464, 5481, and Carports 3130, 3154, 3155, 3156, 3157, 3158, 4001, 4007. 5 year roof maintenance was completed in February and 10 year roof maintenance is still in progress due to heavy rain events pulling the crew to rain leak issues.	April	Budget: \$104,823 Recorded Exp: \$0 Balance: \$104,823
11	Prior to Paint Program (PTP)	This 15-year full cycle program is funded to repair dry rot and decking surfaces prior to painting.	CDS scheduled for 2024: 328, 333, 334, 401, 402	December	Budget: \$1,222,353 Recorded Exp: \$0 Balance: \$1,222,353

#	Name	Description	Status	Estimated Completion/ On-going Programs	Budget (as of January)
12	Exterior Paint Program	This 15-year full cycle program is funded to paint all exterior components of each building including the body (stucco/siding); 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. This includes touch-up painting of mutual repairs.	CDS scheduled for 2024: 328, 333, 334, 401, 402 consisting of 37 housing buildings and 9 carports	December	Budget: \$1,613,075 Recorded Exp: \$0 Balance: \$1,613,075
13	Gutters - Replacement and Repair	Gutter replacement and repairs are performed on original construction building rain gutters and downspout systems that are exhibiting deterioration.	Gutter replacements scheduled for 2024: (schedule pending)	As-Needed	Budget: \$30,000 Recorded Exp: \$0 Balance: \$30,000
14	Building Structures Dry Rot Program	This program is funded to implement a systematic approach to eradicating wood rot throughout Third Mutual.	B5511: Work is scheduled for 2/19-4/1/2024. B5371, B5372 and B5499: Inspection to be conducted the week of 2/26/2024.	As-Needed	Budget: \$210,000 Recorded Exp: \$0 Balance: \$210,000
15	Building Structures Foundations Program	This ongoing 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.	Building 2369: Pedestal and grade beam. Repair plans are in progress. B2290: Foundation. Repair plans are in progress. 3417-P: Garage wall foundation. Construction bids are due 3/6/2024. 4014-1A: Column foundation. Repair plans are in progress.	As-Needed	Budget: \$25,000 Recorded Exp: \$0 Balance: \$25,000

#	Name	Description	Status	Estimated Completion/ On-going Programs	Budget (as of January)
16	Building Structures Replacement	This ongoing 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 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.	Structural Repair/Replacement Completed: None. Structural Repair/Replacement in Progress: None. Parapet Wall Removals: 5107, 5180, 5284; Repair plans are in progress. SB326 Repairs: None.	As-Needed	Budget: \$350,000 Recorded Exp: \$0 Balance: \$350,000
17	Elevator Replacement Program	This ongoing program is funded to replace mechanical equipment and interior renovations as needed. The annual budget will allow for 2 elevator cab upgrades.	Buildings scheduled for equipment upgrades for 2024: B4006 and B4010 Interior Cab Refurbishment: B5371 - Tentatively scheduled for April	October	Budget: \$125,000 Recorded Exp: \$0 Balance: \$125,000
18	Shepherd's Crook	This program is funded to remove and replace barbed wire with Shepherd's Crook.	To date, a total of 7,014 LF out of 33,761 LF of Shepherd's Crook has been installed. Scheduled for 2024: 268 LF at Gate 11	August	Budget: \$32,400 Recorded Exp: \$0 Balance: \$32,400
19	Garden Villa Recreation Room Window Replacements	This program is funded to replace windows in Garden Villa Recreation Rooms that are in need of replacement due to breakage and structural or mechanical malfunction.	Buildings scheduled for 2024: List of buildings will be provided in March 2024.	December	Budget: \$60,000 Recorded Exp: \$0 Balance: \$60,000

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STAFF REPORT

DATE: March 4, 2024
FOR: Maintenance and Construction Committee
SUBJECT: Supplemental Budget Appropriation for Garden Villa Garage Water Seepage Consultant Services

RECOMMENDATION

Recommend the Board of Directors approve a \$25,000 supplemental appropriation from the Unappropriated Expenditure Fund (UEF) for Garden Villa Garage Water Seepage Consultant Services.

BACKGROUND

As part of the 2024 Business Plan, the board approved a budget allocation of \$25,000 to hire a consultant to evaluate the water seepage occurring in the Garden Villa garage areas. The budget allocation for this project was inadvertently placed in the General Services Department budget.

DISCUSSION

The M&C Department is preparing a scope of work for the required consultant services. The scope of work will be used to develop an RFP to solicit proposals from qualified Architectural/Engineering consultants.

FINANCIAL ANALYSIS

There will be no fiscal impact to the overall Third budget in 2024 as \$25,000 will be adjusted out of General Services account 54603500 (JA962100000).

Prepared By: Manuel Gomez, Maintenance & Construction Director

Reviewed By: Robert Carroll, Director of General Services
Steve Hormuth, Director of Financial Services

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**Garden Villa Buildings
Underground Parking Seepage
Scope of Work Outline**

- All tasks to be performed by qualified Architectural/Engineering firms
- Review existing as-built drawings and details (provided by VMS)
- Evaluate reported seepage issues and any related preventive and repair work previously performed by VMS to mitigate the reported seepage and its effectiveness
- Conduct building field surveys (a minimum of 4 different locations) during dry weather and during rain events (½ inch or more of rain in a 24-hr period). Consultant may elect to perform water tests in lieu of waiting for a significant rain event
- Conduct a resident workshop to obtain a current list of concerns and issues
- Prepare report addressing existing conditions, constraints, recommendations for improvements and order of magnitude cost estimates
- Present report at two (2) meetings: Third Maintenance & Construction Committee and Third Board of Directors

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Roof Leak Repairs Update

March 4, 2024



PVC Roofs

3 leaks in January 2024 (Third has 712 PVC roof buildings)

Manor	Roof Year	Age (Years)	Source
3420 Laundry 3	2016	8	Roof access ladder bolts needed sealing
5382-B	2018	6	Hole in parapet wall (source unknown)
2129-B	2022	2	Damage from trees

Built-Up Roofs (BUR)

21 leaks in January 2024 (Third has 338 BUR buildings)

Manor	Roof Year	Age (Years)
4025-3A	2003	21
3119-C	2003	21
3062-C	2003	21
5420	2003	21
5357-O	2004	20
3278-N	2004	20
5387-B	2006	18
2355-3E	2006	18
2199-P	2007	17
2199-P	2007	17
2395-3A	2008	16
5551-B	2008	16
2395-3H	2008	16
2296-O	2008	16
2336-N	2008	16
2404-3A	2008	16
2340-P	2008	16
2395-3D	2008	16
2370-3D	2008	16
2370-3B	2008	16
3254-C	2012	12

Lightweight Tile Roofs

17 leaks in January 2024 (Third has 376 LWT buildings)

Manor	Roof Year	Age (Years)
3099-A	1990	34
3313-B	1992	32
3413-A	1992	32
3314-A	1992	32
5270	1993	31
3443-B	1993	31
5346-C	1993	31
5275	1993	31
3137-D	1993	31
5043	1993	31
3315-B	1993	31
5143	1993	31
3359-P	1994	30
5197	1994	30
3183-C	1994	30
5227	1994	30
3191-A	1994	30

Tile Roofs

17 leaks in January 2024 (Third has 786 tile roof buildings)

Manor	Roof Year	Age (Years)
5248	2000	24
3350-O	2004	20
3354-O	2004	20
3326-B	2005	19
3497-P	2006	18
5509-A	2006	18
5509-A	2006	18
2112-O	2007	17
3168-N	2008	16
2292-N	2008	16
2117-P	2009	15
3100-A	2010	14
5323-O	2012	12
5421	2013	11
5353-P	2013	11
3511-B	2013	11
5510-3E	2015	9

28 other Non-Roof leaks reported in January 2024 from miscellaneous sources

Leaks Reported	Source
11	Member alterations
5	Ground water
3	Gutters
2	Original skylight
7	Other

Summary

Month	Leaks	Cost
January 2024	90	\$47,717
February 2024 (2/1-2/21)	254	TBD
2024 Third Emergency Roof Repair Budget		\$130,000

Thank You

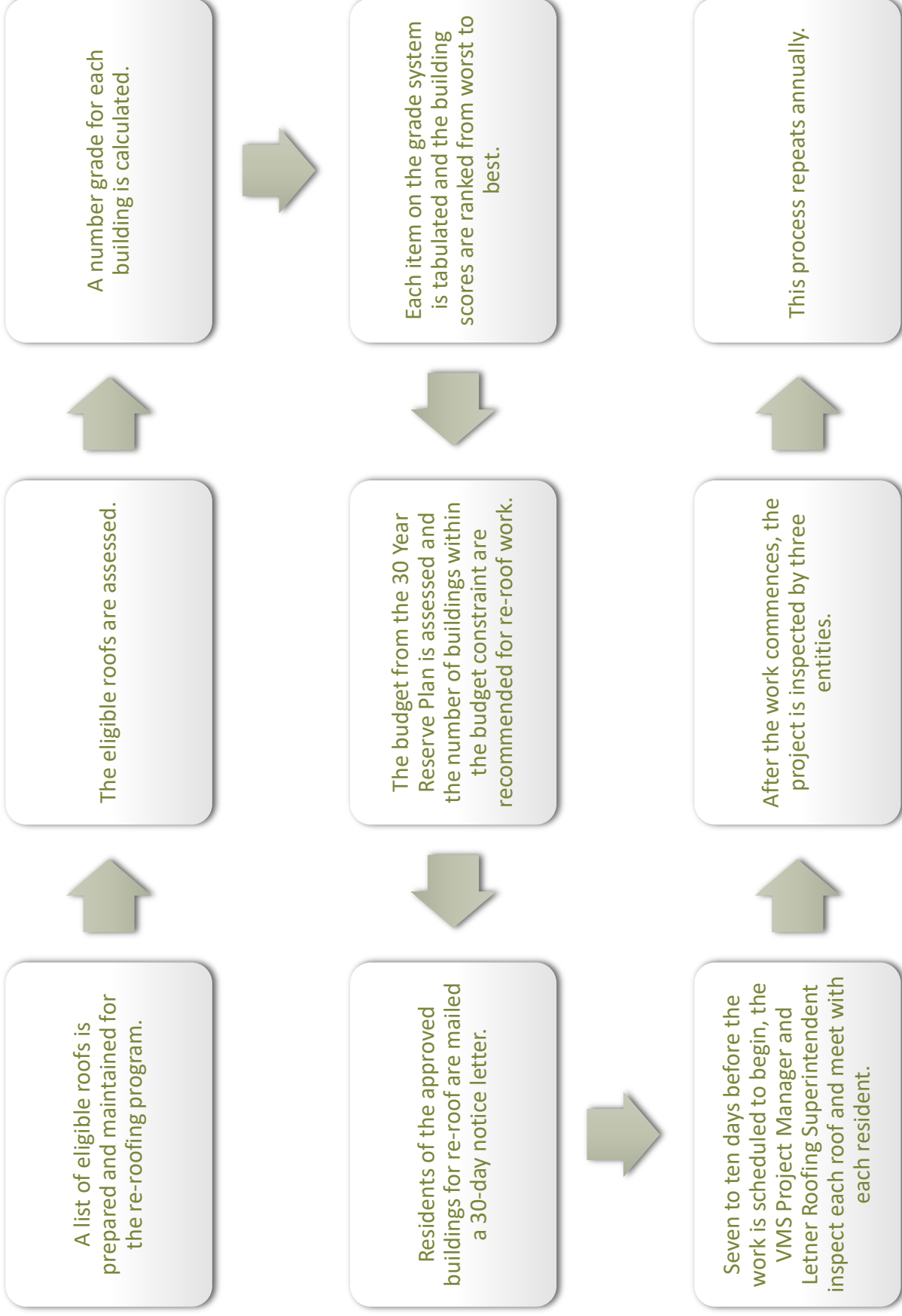
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2024 Roof Replacement Program

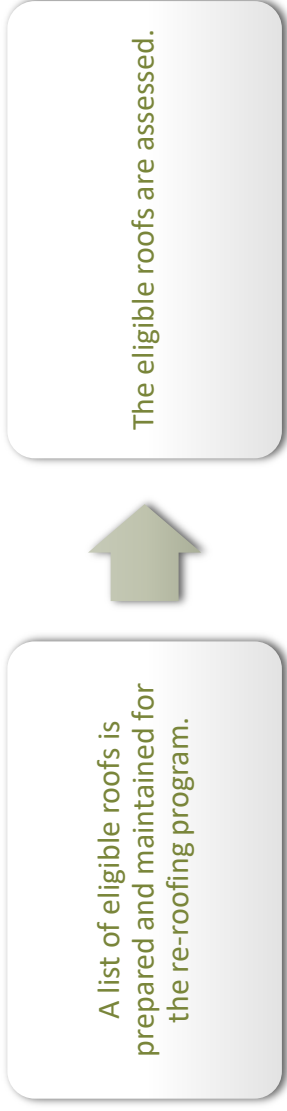
March 4, 2024





A list of eligible roofs is prepared and maintained for the re-roofing program.

A flat roof building becomes eligible for re-roof work when the hot tar built-up roof (BUR) is 16 years or older. In 2024 there will be a total of 338 eligible flat roof buildings for re-roofing in Third.



The eligible roofs are assessed by the VMS project manager and graded using an established criteria, which includes a numbering system for age, leak history and visual inspection.



The grade is calculated as follows:

- Roof age: 1 point for each year since roof installation/replacement
- Leak history: 5 points for each leak
- Visual score: Items like general appearance, overall condition, edge metal and flashings are graded on a scale from 1 (good condition) to 12 (bad condition)



Each item on the grade system is tabulated and the building scores are ranked from worst to best.

For 2024, the scores range from 39 to 117. The eligibility list includes the square footage of the roof as well as the estimated cost for the roofing and ancillary work.

Score	Condition	Rank
Above 60	Below Average	Highest, has reached or almost reached the end of its useful life. Replacement will be recommended within the next few years.
50-60	Average	Medium, reaching the end of its useful life. Starting to show age and/or some leaks, but a full replacement might not be recommended yet.
Under 50	Good	Lowest, still well within its useful life. Leaks and other issues are minimal. Replacement will not be recommended for some years.



The budget from the 30 Year Reserve Plan is assessed and the number of buildings within the budget constraint are recommended for re-roof work.



Each item on the grade system is tabulated and the building scores are ranked from worst to best.

The 2024 budget for roof replacement allocates:

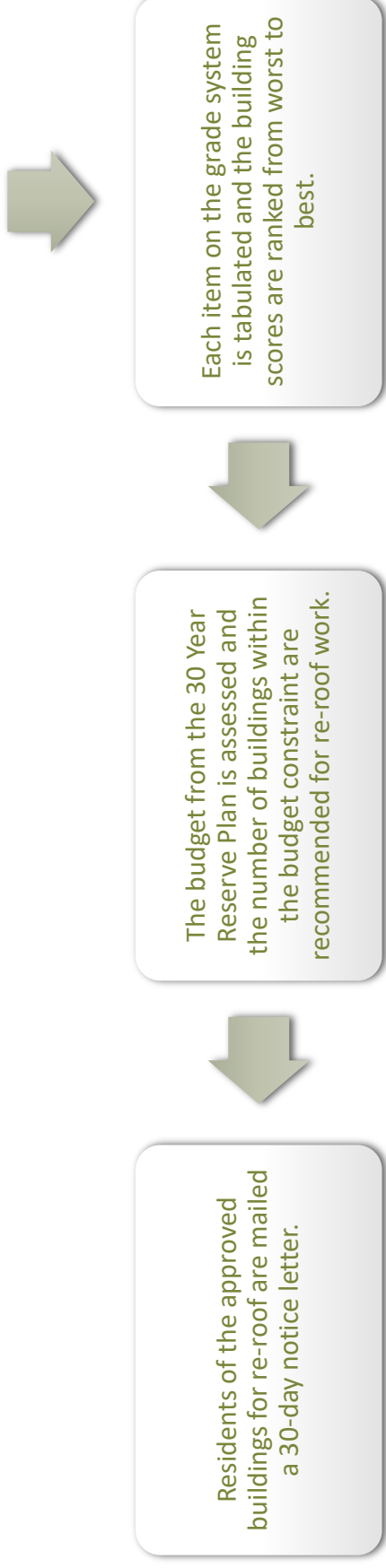
- \$1,200,000 for BUR to PVC roofs
 - \$250,000 for LWT tile to composite shingle roof replacement
- 31 of the 338 eligible BUR roofs have been recommended for the 2024 Third re-roof program for BUR to PVC replacements.

The remaining 307 eligible roofs rankings are between 62 to 39 and will be considered for the 2025 program.

6 of 369 eligible LWT roofs have been recommended for LWT to Composition Shingle Triple Laminate re-roof program.

2024 Third BUR to PVC Cool Roofs											
Recommended Buildings											
Count	Building	Year	Bldg Type	SF	Alt SF / solar legs ea	Skylight curb, LF	Visual Score (VS)	Leak Score (LS)	LS x 5	Roof Age	Total Score (TS)
1	2390	2008	Garden Villa	12,736	0	40	26	15	75	16	117
2	2340	2006	Casa Linda	3,733	0	32	24	15	75	16	115
3	3274	2005	Casa Vista	3,733	0	44	24	14	70	16	110
4	2290	2008	Castilla	4,121	0	84	26	10	50	16	92
5	3488	2007	Casa Rosa	4,020	494	58	26	7	35	17	78
6	3510	2003	Villa Nueva	9,312	0	72	32	4	20	21	73
7	3113	2006	Encanto	1,040	0	40	28	5	25	18	71
8	2336	2008	Casa Linda	3,733	0	44	24	6	30	16	70
9	3016	2006	La Casita	3,175	0	24	29	4	20	18	67
10	2234	2008	Mont/Coronado	8,723	0	80	25	5	25	16	66
11	3003	2007	Villa Nova	4,967	80	28	24	5	25	17	66
12	3240	2006	EIDob, LsFlr, LaRn	1,220	360	16	28	4	20	18	66
13	2357	2003	Valenica	4,967	80	32	34	2	10	21	65
14	3062	2003	La Casita	3,175	0	48	34	2	10	21	65
15	3114	2003	Encanto	1,040	0	68	34	2	10	21	65
16	3182	2008	LsFlr, EIDob	1,220	solar legs	12	24	5	25	16	65
17	3223	2007	EIDob, LsFlr	1,220	0	16	28	4	20	17	65
18	3299	2003	Casa Vista	3,733	0	88	34	2	10	21	65
19	3341	2003	Andaluz	624	0	0	34	2	10	21	65
20	3479	2003	And, Nav	2,394	0	32	34	2	10	21	65
21	4019	2003	Casa Milano	5,958	0	0	34	2	10	21	65
22	5052	2003	Villa Reposa	664	0	0	34	2	10	21	65
23	5091	2003	Villa Reposa	800	0	0	34	2	10	21	65
24	5397	2003	Casa Rosa, Cab	1,537	0	60	34	2	10	21	65
25	5442	2003	Trinidad	1,105	0	0	34	2	10	21	65
26	5474	2003	Cab, CsRosa	2,394	0	0	34	2	10	21	65
27	5558	2008	CsLor, CsMon	8,478	0	36	24	5	25	16	65
28	2314	2007	La Jolla	4,293	0	24	26	4	20	17	63
29	2330	2004	Casa Linda	3,733	0	32	32	2	10	20	62
30	3018	2006	La Casita	3,175	0	0	29	3	15	18	62
31	3140	2003	LsFl, EIDob, LaPrnc	1,405	0	12	36	1	5	21	62
				112,428	1,014	1,022					

2024 LWT to Comp TL Shingle										
Recommended										
Count	BLDG#	B.STYLE	ROOF YR	Data Base SF	Roof age in 2024	Visual Score	Leak score (# of leaks)	Leak score x 5	Total Score	
1	3215	El Doble, La Raina, Las Flores, El Doble	1994	8,122	30	32	19	95	157	
2	3475	Navarro	1993	930	31	32	14	70	133	
3	3207	El Doble, Las Flores, La Raina, La Princesa	1993	6,069	31	30	12	60	121	
4	3394	Andaluz, Navarro, Andaluz	1993	6,734	31	30	12	60	121	
5	5216	Villa Paraisa	1993	2,918	31	33	10	50	114	
6	3292	El Doble, La Raina	1993	4,742	31	28	10	50	109	
			6	29,515						



Residents are informed that their building was selected for the re-roofing program and provided the re-roof schedule.



Seven to ten days before the work is scheduled to begin, the VMS Project Manager and Letner Roofing Superintendent inspect each roof and meet with each resident.

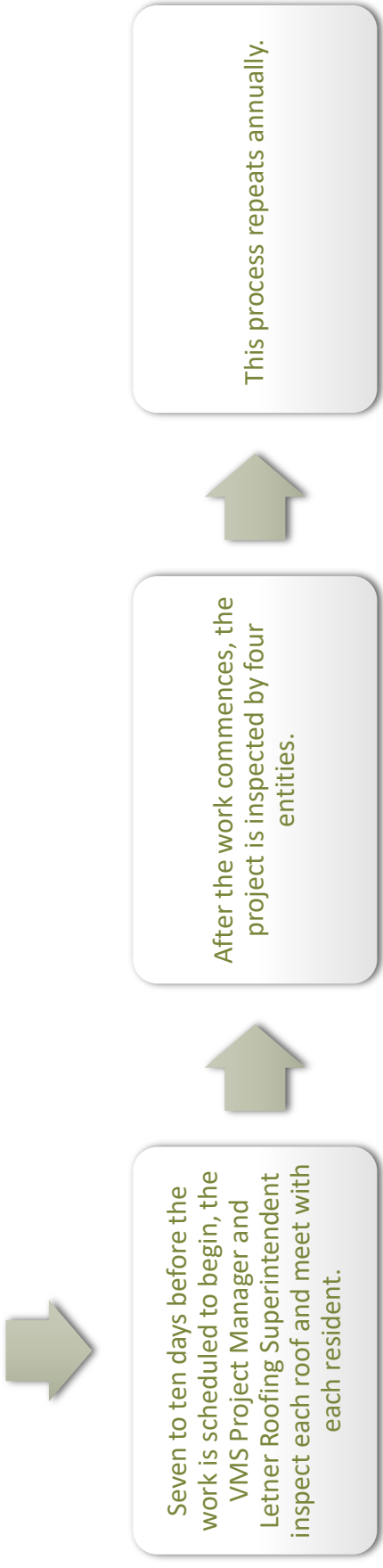
- If the resident is home at the time of inspection, they are advised of the work coming and receive answers to their questions relative to the roofing project.
- If the resident is not home at the time of the inspection, a notice is left on their door with a phone number to call for information.

Seven to ten days before the work is scheduled to begin, the VMS Project Manager and Letner Roofing Superintendent inspect each roof and meet with each resident.

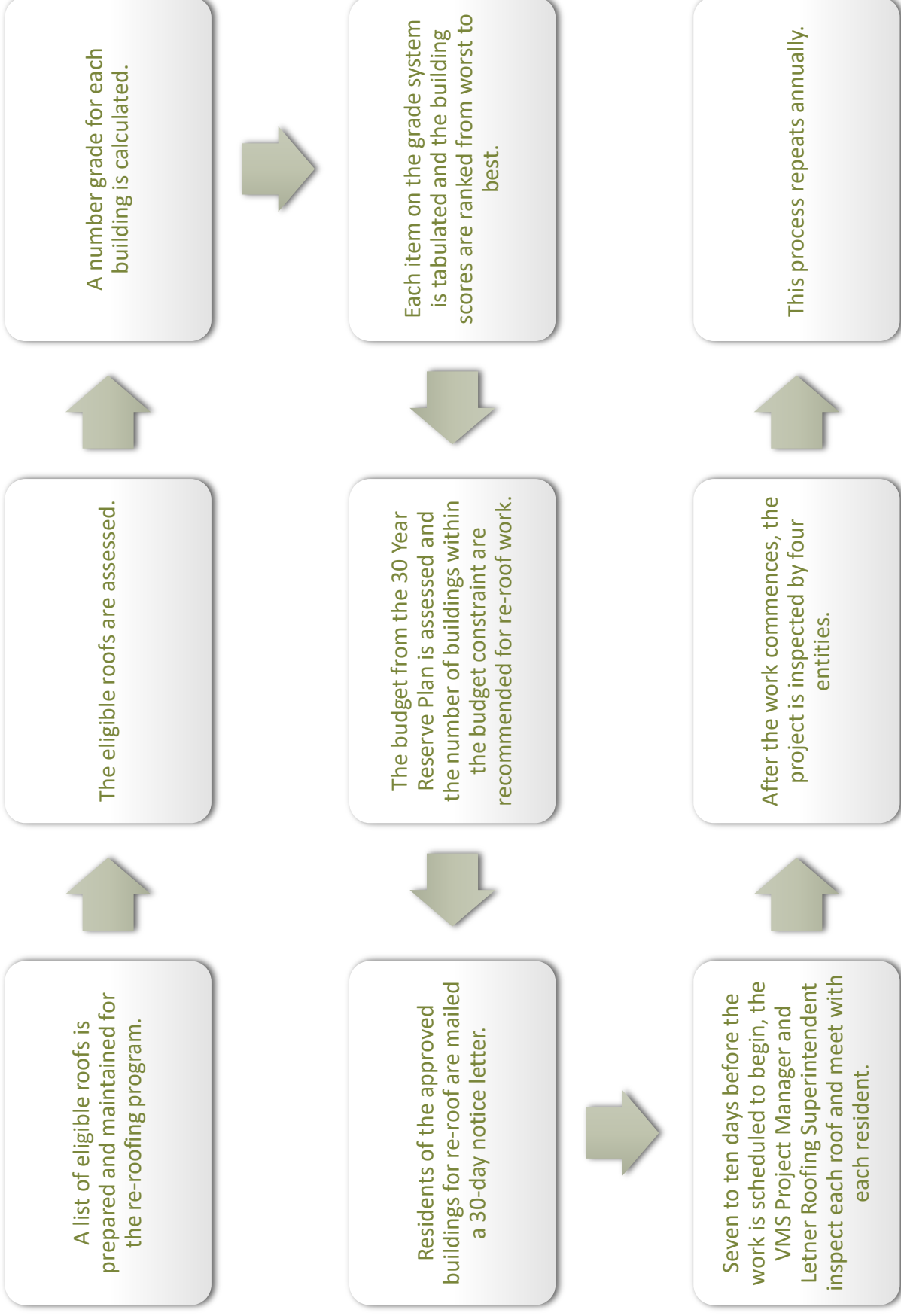


After the work commences, the project is inspected by four entities.

- The work is inspected daily by the VMS inspector.
- The City of Laguna Woods inspects the work when the roof subdeck is exposed and when the roof work is completed.
- The PVC manufacturer – Johns Manville – inspects the roofs once the work is completed, and re-inspects the roof on a 2- to 5-year cycle over the life of the roof.
- The completed roof is measured by the VMS inspector and roofing contractor representative for payment.



This process repeats annually. The 30 Year Reserve Plan includes all the roof systems listed by year as they become eligible for replacement consideration.



Thank You