



OPEN MEETING

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

**Monday, November 6, 2023 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, Jim Cook, SK Park, Brad Rinehart, Moon Yun

MEMBERS ABSENT: Peter Henschel, Advisor

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

1. Call Meeting to Order

Chair Engdahl called the meeting to order at 1:34 p.m.

2. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

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 inquired about potential options to replace flooring in Garden Villa rec room kitchens and restrooms.

- A member inquired about the potential of replacing the mailboxes at their building.

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. Mejia provided an update on this completed project via PowerPoint.
- Speed Queen Washer/Dryer Installations
Mr. Barnette provided an update and answered questions from the committee. As of today, 20 washing machines and 17 dryers have been replaced; none of which have required any repairs.
- Recruitment for Temporary Staff for Building Pressure Valve Readings
Mr. Barnette provided an update and answered questions from the committee. A part-time temporary position, open to residents, was posted on the village website on October 30, 2023. No applications have been received at this time.

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 at the end of the open session.

a. Project Log

Staff answered questions from the committee regarding various projects. A motion was made and passed by unanimous consent to approve the consent calendar.

9. Items for Discussion and Consideration

a. Slope Repair RFP Update (Verbal)

Mr. Mejia provided an update via PowerPoint and answered questions from the committee. Staff will present a recommendation for this item in closed session.

b. Post-Paint Program (Verbal)

Mr. Barnette provided background on the suggested program. At the request of the committee, staff has instated a warranty walk/inspection 2-4 weeks post paint with the paint vendor.

c. Contractor and Staff Oversight Presentation

Mr. Gomez provided a description of the process for overseeing contractors and staff via PowerPoint.

d. Options for Improving Delivery of Hot Water to Individual Manors

Mr. Barnette discussed recirculating systems and inline water heaters via PowerPoint and answered questions from the committee. Installation and maintenance of any type of system would be the responsibility of the owner, not the mutual.

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
- b. Mutual Owned/Mutual Funded Solar Power Options for EV Charging

11. Committee Member Comments

- Director Park thanked staff for their hard work.

12. Date of Next Meeting: Monday, January 8, 2024 at 9:30 a.m.

13. Recess – The meeting was recessed at 3:09 p.m.


Ralph Engdahl, Chair

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