



OPEN MEETING

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

**Tuesday, July 11, 2023 at 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Jim Cook – Acting Chair, SK Park, Moon Yun, Andy Ginocchio (in for Mark Laws), Cush Bhada (in for Ralph Engdahl)

MEMBERS ABSENT: Ralph Engdahl, Mark Laws

OTHERS PRESENT: Peter Henschel, Advisor

STAFF PRESENT: Manuel Gomez – Maintenance & Construction Director, Bart Mejia - Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Guy West – Projects Division Manager, Jay Allen – Damage Restoration Manager, Sandra Spencer – Administrative Assistant

1. Call Meeting to Order

Acting Chair Cook called the meeting to order at 1:32 p.m.

2. Approval of the Agenda

The agenda was unanimously approved as written.

3. Approval of the Meeting Report from May 1, 2023

Hearing no objection, the meeting report was approved by a vote of 4/0/1 (Director Bhada abstained.)

4. Remarks of the Chair

None.

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

- A member commented on the status of their moisture intrusion event build back.
- A member commented on the Gate 11 seepage issue and the Shepherd's Crook project.
- A member commented on their bath exhaust fan/heat lamp; the dryer vent in the laundry room; and asbestos testing.

6. Response to Member Comments

Staff responded to the member comments and will follow up individually, as appropriate.

7. Department Head Update

Mr. Gomez provided updates on the following projects:

- **Gate 11 Seepage Project Update**
The board has approved the contracts and construction will begin in August and be complete by October.
- **Buildings 3434-3438 Mailbox Replacement Update**
The board approved the mailbox replacement pilot program. Coordination with the post office is complete and mailboxes have been ordered. Installation will begin in August. Expenses will be tracked and reported to the committee at a future meeting.
- **Building 3244 Petition re: Elevator Repair and Washer/Dryer Repairs**
The elevator at Building 3244 is scheduled to be updated in 2023. Washers and dryers in Building 3244 have been repaired.

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 motion was made and unanimously approved to approve the consent calendar. The Project Log was pulled for discussion.

a. Project Log

Staff answered questions from the committee regarding various projects on the project log. Director Park inquired about the painted cast-iron pipes under Building 2399 and shared photos with the committee and staff. Discussion ensued regarding type of paint used to paint the pipes, and the frequency of painting the pipes. Director Park suggested a discussion of establishing a Post-Paint Program be added to a future agenda.

9. Items for Discussion and Consideration

a. Chargeable Service Asbestos Removal

Mr. Barnette presented the staff report and answered questions from the committee and members. Discussion ensued regarding the pricing, area size of material, and asbestos testing requirements.

A motion was made and unanimously approved to recommend the board approve staff's recommendation to direct members to contract directly with South Coast Restoration as a preferred vendor to provide small drywall removals.

b. Electrical Usage Reimbursement Policy

Mr. Allen presented the staff report and answered questions from the committee. Discussion ensued regarding the prior policy of reimbursing owners \$32 per room for electricity consumption related to the dry-down and restoration of manors as a result of moisture intrusion events that are the responsibility of the mutual.

A motion was made and unanimously approved to recommend the board approve staff's recommendation to revise the reimbursement amount based on the average amount of the member's electricity bill for the month prior and the month following the event.

c. Review M&C Committee Charter

Mr. Gomez presented revisions proposed by Chair Engdahl to the M&C Committee Charter. Discussion ensued and staff was directed to make minor edits.

A motion was made and unanimously approved to recommend the board approve the revised M&C Committee Charter.

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.*

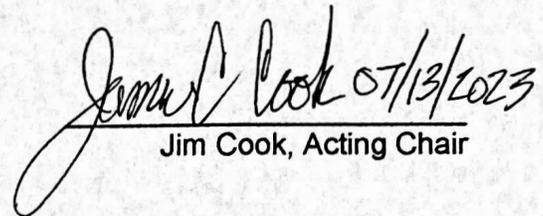
- a. Incentive to Upgrade Pipes/Dedicated Water Shut-Off Valves in Walls During Remodeling
- b. Minimize Water Waste While Waiting for Water to Heat
- c. Pressure Valve RFP Update
- d. Post-Paint Program
- e. Mutual Owned/Mutual Funded Solar Power Options for EV Charging

11. Committee Member Comments

None.

12. Date of Next Meeting: Wednesday, August 30, 2023 at 1:30 p.m.

13. Recess: The meeting was recessed at 3:21 p.m.

 07/13/2023
Jim Cook, Acting Chair

Ralph Engdahl, Chair
Manuel Gomez, Staff Officer
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