



OPEN MEETING

REGULAR OPEN MEETING OF THE UNITED LAGUNA WOODS MUTUAL MAINTENANCE AND CONSTRUCTION COMMITTEE*

**Wednesday, June 22, 2022 - 9:30 a.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 by Zoom by clicking this link: <https://us06web.zoom.us/j/91797258413>, Webinar ID 91797258413
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 Agenda
4. Approval of Meeting Report for April 27, 2022
5. Chair's Remarks
6. Member Comments - *(Items Not on the Agenda)*
7. Department Head Update

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.*

8. Project Log
9. Solar Production Report

Items for Discussion and Consideration:

10. Solar Installation Return on Investment Summary - Verbal Report, Bart Mejia

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.*

- Review Solar Panel Policy

Concluding Business:

11. Committee Member Comments
12. Date of Next Meeting: August 24, 2022
13. Recess - At this time, the meeting will recess for a short break and reconvene to Closed Session to discuss the following matters.

Closed Session Agenda

Approval of the Agenda

Chair's Remarks

Discuss and Consider Contractual Matters

Adjournment

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

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OPEN MEETING

**REPORT OF THE REGULAR OPEN MEETING OF THE
UNITED LAGUNA WOODS MUTUAL
MAINTENANCE AND CONSTRUCTION COMMITTEE**

**Wednesday, April 27, 2022 - 9:30 a.m.
24351 El Toro Road - Board Room and Virtual with Zoom**

MEMBERS PRESENT: Pat English - Chair, Pearl Lee, Lenny Ross (in for Reza Bastani)

MEMBERS ABSENT: Reza Bastani

ADVISORS PRESENT: None

OTHERS PRESENT: **GRF:** Juanita Skillman
United: Anthony Liberatore
Richard Rader

STAFF PRESENT: Manuel Gomez - Maintenance & Construction Director, Baltazar Mejia - Maintenance & Construction Assistant Director, Guy West - Projects Division Manager, Koh Shida - Maintenance Operations Manager, Eric Nuñez - Director of Security, Laurie Chavarria - Senior Management Analyst, Sandra Spencer - Administrative Assistant

1. Call to Order

Chair English called the meeting to order at 9:31 a.m.

2. Acknowledgement of Media

Chair English noted that the meeting was broadcasting on Granicus and being recorded.

3. Approval of the Agenda

Hearing no objection, the agenda was approved by unanimous consent.

4. Approval of the Meeting Report – February 23, 2022

Hearing no objection, the minutes of the February 23, 2022, Regular Open Meeting were approved by unanimous consent.

5. Chair's Remarks

Chair English commented that she was happy to be there and thanked the staff for their hard work.

6. Member Comments - (Items Not on Agenda)

There were no member comments.

7. Department Head Update

Mr. Gomez introduced the new Director of Security, Eric Nuñez, to the committee. Mr. Nuñez greeted the committee and provided information about his experience and background.

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.

8. Project Log

9. Solar Production Report

Hearing no objection, the Consent Calendar was approved by unanimous consent.

Items for Discussion and Consideration:

10. Shepherd's Crook Program Update

Mr. West provided a PowerPoint overview of the Shepherd's Crook Program and answered questions from the committee. To date, 3,564 linear feet of CMU wall has received Shepherd's Crook with 17,436 linear feet remaining. For 2022 through 2025, 320 linear feet of new fencing is scheduled to be installed each year, replacing the barbed wire. The Project Log reflects the current status of the project.

Discussion ensued regarding the decision to install the minimum number of linear feet per year for budgetary reasons.

Following the discussion of the Shepherd's Crook Program, the committee asked for an update on the solar panel policy.

Mr. Mejia gave a brief overview of the carport solar installation which took place in 2017 and answered questions from the committee. He commented that the system is working as intended and has generated approximately 5 million kWh hours to date which translates into a savings of approximately \$1 million; a maintenance contract is in place to handle any problems that may arise. Discussion ensued regarding the bi-annual cleaning schedule and the Landscape Department's tree trimming efforts which ensure maximum efficiency and production and the issue of the original return on investment.

Staff was directed to bring a more extensive report to the committee with regard to the discussion on the assumptions were made when the system was approved in 2016-2017 and how they have fared over the years to a future meeting.

Items for Future Agendas:

- Results of RFP for Compliance with SB326
- Review Solar Panel Policy

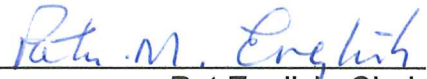
Concluding Business:

13. Committee Member Comments

- Director Lee commented on the solar panel return on investment and expressed interest in the report that will be provided at the next meeting.
- Director Skillman commented that she is looking forward to the solar project report and the project was initially included laundry rooms and that individual solar panel reports would not be available in the report that Mr. Mejia will be providing.
- Chair English is interested to know how many individuals have solar panels on their manors.

14. Date of Next Meeting: June 22, 2022

15. Recess: The meeting was recessed at 10:03 a.m.


Pat English, Chair

Pat English, Chair
Manuel Gomez, Staff Officer
Telephone: (949) 268-2380

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United Mutual Project Log (June 2022) Prepared 6-13-22						
#	Type	Name	Description	Status	Estimated Completion/On-going Program	Budget
1	920 Projects	Senate Bill 326 Load Bearing Component Inspections	This program is funded to conduct an assessment for inspection and testing of exterior elevated elements, defined as the load-bearing components and associated waterproofing systems in all buildings and facilities within the community.	Staff collected proposals for project planning and budgeting process to complete the necessary inspection submittal requirements due January 2025, as outlined in Senate Bill 326. Staff will recommend a consultant for the project at the July United Board meeting.	Jan-25	Budget: \$50,000 Exp: \$0 Balance: \$50,000
2	910 Bldg. Maint	Pest Control for Termites	This program is funded to eradicate dry wood termites from inaccessible areas by tenting buildings for fumigation. The budget also includes funding for local termite treatments and hotel accommodations during tenting. Local termite treatments and the removal of bees/wasps are performed as-needed throughout the year.	The fumigation program will commence in mid-June and conclude in November.	Annual Program - December 2022	Budget: \$186,500 Exp: \$11,970 Balance: \$174,530
3	920 Projects	Building Structures	This program is funded to replace and repair 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, with this program roofing repairs are also performed after the Prior to Paint program crews replace fascia due to dry rot. As part of this budget, staff proactively inspects buildings for drainage issues and provides repairs as needed. Staff performs field inspections to evaluate building foundations and schedules any needed upgrades as they are identified.	There are no active projects at this time.	Annual Program - December 2022	Budget: \$80,000 Exp: \$2,184 Balance: \$77,816

#	Type	Name	Description	Status	Estimated Completion/On-going Program	Budget
4	920 Projects	Pushmatic Electrical Panel Replacement	This program is funded to replace 2,750 Pushmatic electric panels over a 10 year period. The Pushmatic panels are unreliable and no longer supported. The Board entered into a second five year contract with Coastal Current Electric Corp. to install the remaining 1,500 Pushmatic electric panels. Estimated Project Completion: Year 2026	The number of units completed in 2022: 120 The number of units completed in 2021: 219 The total number of units completed to date: 1,468 The total number of units left to complete: 1,282	Annual Program - December 2022	Budget: \$626,100 Exp: \$134,080 Balance: \$492,020
5	904 Maint Svc	Walkway Lighting Program	This program is funded to improve walkway lighting through additional fixture installation or the upgrade of existing lighting. Alternatives to the existing pagoda style fixtures are evaluated as needed. Requests for additional lighting are received from residents on an ongoing basis. Those requests are vetted and additional lighting is installed if it meets the program requirements.	Open requests for additional lighting: 4 (BLDGS 167, 302, 414 & 781) Completed installations in 2022: 4 (BLDGS 2089, 2022, 274 & 231)	Annual Program - December 2022	Budget: \$50,635 Exp: \$2,522 Balance: \$48,113
6	920 Projects	Foundations Program	This 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 inspections to evaluate building foundations and schedules any needed repairs and replacements as they are identified.	64-E and F: patio block wall leaning. Construction is scheduled to be completed by the end of June.	Annual Program - December 2022	Budget: \$43,436 Exp: \$20,130 Balance: \$23,306

#	Type	Name	Description	Status	Estimated Completion/On-going Program	Budget
7	910 Bldg. Maint	Gutters - Replacement and Repair	Gutter replacement is performed on original construction building rain gutters and downspout systems that are exhibiting deterioration. The Board authorized installation of new gutters using a "seamless" gutter system in conjunction with the Mutual's exterior painting of the building to address drainage issues and to prevent foundation problems. This program also addresses gutter repairs performed by VMS staff.	None scheduled	Annual Program - December 2022	Budget: \$126,889 Exp: \$17,329 Balance: \$109,560
8	910 Bldg. Maint	Exterior Paint Program	Starting in 2021, the Mutual has implemented a 15-year full cycle exterior paint program. All exterior components of each building are to be painted every 15 years. The painted components include the body (stucco/siding) as well as the following list in regards to the trim: 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.	CDS 205, 206, 207 and 208 are scheduled for 2022. CDS 205 has been completed. Work in CDS 206 is underway.	Annual Program - December 2022	Budget: \$1,739,285 Exp: \$493,795 Balance: \$1,245,490
9	910 Bldg. Maint	Prior to Paint Program	The Prior to Paint program prepares building surfaces for painting and includes repair and mitigation of dry rot, decking and welding repairs performed every 15 years in conjunction with the Exterior Paint Program.	Prior to paint is underway in CDS 206 which consists of 23 buildings, 3 laundries and 12 carports. Start Date: January 3 - End Date: late June CDS remaining in 2022: 207 and 208.	Annual Program - December 2022	Budget: \$882,584 Exp: \$219,045 Balance: \$663,539

#	Type	Name	Description	Status	Estimated Completion/On-going Program	Budget
10	920 Projects	Parkway Concrete Program	This program is funded to repair or replace damaged concrete parkways in conjunction with the asphalt paving program. Concrete areas that are adjacent to the asphalt being replaced are inspected for damage and other deficiencies and are repaired or replaced accordingly.	CDS 22, 80/90 and 93 will have concrete drainage swale and driveway entrance aprons replaced. The concrete work began in May and will be completed in June.	Annual Program - June 2022	Budget: \$150,000 Exp: \$0 Balance: \$150,000
11	920 Projects	Asphalt Paving Program	This program is funded to preserve the integrity of the CDS paving. As part of this program, the asphalt paving is inspected and rated for wear annually.	Overlay paving work is scheduled to be completed at CDS 22, 80/90 and 93. The asphalt work is scheduled to be completed during the month of July.	Annual Program - July 2022	Budget: \$200,346 Exp: \$0 Balance: \$200,346
12	920 Projects	Seal Coat Program	This program is funded to extend the life of the asphalt paving by sealing asphalt cracks and applying a bituminous seal coat to the asphalt surface preventing water intrusion and protecting the asphalt from deterioration.	Seal coat work is scheduled to be completed at CDS 10, 23, 29, 34, 35, 40, 42, 45, 47, 53, 58, 60, and 94. The asphalt sealcoat work is scheduled to be completed during the month of August.	Annual Program - August 2022	Budget: \$38,973 Exp: \$0 Balance: \$38,973
13	920 Projects	Roof Replacement - BUR to PVC Cool Roofing	This ongoing program is funded by reserve funds to replace built-up roofs (BUR) at the end of their serviceable life with a PVC Cool Roof system. Built-up roofs are inspected 15 years after installation.	Flat BUR roof replacement work with PVC cool roofing will be completed at buildings 6, 71, 219, 312, 499, 640, 652, 659, 665, 669, 683, 812, 825, 839, 876, 878, 889, 2033, 2093, and 2147. The roof replacement work began in April and will be completed October. As of May 31, 7 of 21 have been completed.	Annual Program - September 2022	Budget: \$774,984 Exp: \$356 Balance: \$774,628
14	920 Projects	Roofing Emergency Repair & Preventive Maintenance Programs	This program is funded to provide emergency and preventive maintenance roof repairs and is budgeted as a contingency item. As emergency roof leak requests are received, staff schedules the roofing contractor to investigate roof related issues. If required, the roofing contractor will perform the necessary repairs.	Preventive roof maintenance was completed in January on roofs that were replaced 5 and 10 years ago. This work has been invoiced and submitted for payment. Emergency repairs are performed on an as-needed basis.	Annual Program - December 2022	Budget: \$190,661 Exp: \$108,466 Balance: \$82,195

#	Type	Name	Description	Status	Estimated Completion/On-going Program	Budget
15	904 Maint Svc	Epoxy Wasteline Remediation	The Wasteline Remediation Program involves the installation of a seamless epoxy-based liner within the existing pipes to mitigate future interior leaks and root intrusion as well as to resolve and prevent future back up problems related to compromised pipes. The program addresses interior as well as exterior waste lines. The program to line waste pipes commenced in 2011 but did not include interior pipes. Starting in 2017, both interior and exterior lines are receiving an epoxy liner. Estimated Project Completion: Year 2035.	The following buildings are scheduled for 2022: 365, 395, 505, 506, 520, 550, 551, 590, 733, 796, 843, 2001, 2035, 2036, 2063, 2065, 2067, and 2080.	Annual Program - December 2022	Budget: \$2,300,000 Exp: \$883,863.07 Balance: \$1,416,137 Cumulative Expenditures 2008 through 2021: \$12,534,758
16	920 Projects	Shepherd's Crook Installation	As a part of the Conditional Use Permit 1135, Laguna Woods Village will remove and replace barbed wire on all perimeter walls with Shepherd's Crook.	To date, a total of 3,564 linear feet out of 21,000 linear feet of Shepherd's Crook has been installed. The contract has been signed and executed. The contractor is currently fabricating material for the approximately 300 ft of fence installation near Gate 1. Fencing is scheduled to be installed and completed by the end of July.	Annual Program - December 2022	Budget: \$35,000 Exp: \$0 Balance: \$35,000 Cumulative Expenditures 2012 through 2021: \$309,133
17	904 Maint Svc	Water Lines - Copper Pipe Remediation	Epoxy lining is intended to extend the life of copper pipe water lines in all buildings which experience a high frequency of copper pipe leaks.	None scheduled	Annual Program - August 2022	Budget: \$100,000 Exp: \$0 Balance: \$100,000
Completed						
	910 Bldg. Maint	Balcony & Breezeway Resurfacing	This mid-cycle program provides for the waterproof topcoat sealing of balcony and breezeway deck surfaces every 7.5 years. This waterproofing process protects the deck substructure against future dry rot and improves the aesthetics of the deck surface. Prior to applying topcoat, crews conduct an inspection of the deck structure to locate any dry rot or potential safety hazards.	2022 Topcoat program / breezeway resurfacing began in mid-March. Buildings in this year's program are: 463, 464, 465, 466, 480, 481, 482, 483, 484, 474, 475, 476, 477, 478, 529, 530, 531, 535, 547, 548, and 549. Work on all buildings has been completed.	Annual Program - December 2022	Budget: \$57,412 Exp \$16,849 Balance: \$40,563

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United Mutual Solar Production Report

2022 Production													
United Mutual Project													
	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Total
23	6,455	8,327	11,596	12,376									38,754
24	6,088	8,157	11,554	12,500									38,299
50	7,811	10,354	14,523	13,810									46,498
52	6,583	8,477	10,862	12,349									38,271
88	7,376	9,503	13,728	14,440									45,047
90	7,834	9,726	13,963	15,316									46,839
91	7,186	9,244	12,980	14,348									43,758
92	7,891	10,203	14,407	16,222									48,723
Total Production of kWh =													
	57,224	73,991	103,613	111,361	0	0	0	0	0	0	0	0	346,189

2021 Production													
United Mutual Project													
23	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Total
	6,755	8,202	11,768	11,292	12,727	15,287	14,313	11,399	9,635	9,098	6,673	5,043	122,192
24	6,474	8,151	11,797	11,285	12,881	14,166	14,660	11,650	9,780	9,030	6,373	4,780	121,027
50	8,263	10,246	14,475	14,531	15,782	16,444	15,429	14,580	12,238	11,508	8,381	6,063	147,940
52	6,748	8,411	12,135	12,444	13,670	15,868	14,857	12,175	10,129	9,416	6,981	5,105	127,939
88	7,821	9,645	13,742	12,878	12,854	13,937	13,148	10,072	9,127	10,713	7,923	5,739	127,599
90	8,092	9,861	13,838	13,387	13,716	15,495	14,698	10,903	9,558	10,980	8,392	6,160	135,080
91	7,215	8,836	12,417	12,578	13,179	14,526	13,728	10,277	8,878	10,082	7,672	5,688	125,076
92	7,897	9,770	13,945	14,465	15,192	16,549	15,504	11,574	9,904	11,241	8,531	6,227	140,799
Total Production of kWh =													
	59,265	73,122	104,117	102,860	110,001	122,272	116,337	92,630	79,249	82,068	60,926	44,805	1,047,652

2020 Production													
United Mutual Project													
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Total
23	6,737	8,474	9,766	11,333	14,425	12,271	14,593	14,063	10,474	8,447	6,167	5,193	121,943
24	6,478	8,368	9,862	11,487	14,755	12,683	14,966	14,210	10,628	8,497	6,151	5,078	123,163
50	8,205	10,486	11,948	13,977	17,887	15,131	14,721	16,761	12,682	9,995	8,300	6,626	146,719
52	6,832	8,631	10,114	11,149	15,238	12,888	15,431	14,887	10,906	8,482	6,917	5,550	127,025
88	8,070	10,150	11,582	13,453	17,084	13,164	15,635	15,927	11,784	9,560	7,186	5,914	139,509
90	8,143	10,012	11,224	13,289	17,075	14,303	16,978	16,433	12,220	9,877	7,481	6,274	143,309
91	7,517	9,209	10,587	12,496	16,157	13,630	15,906	15,074	11,206	9,053	6,865	5,795	133,495
92	8,041	9,849	11,695	13,892	17,844	14,905	17,546	16,754	12,251	9,819	7,562	6,388	146,546
Total Production of kWh =													
	60,023	75,179	86,778	101,076	130,465	108,975	125,776	124,109	92,151	73,730	56,629	46,818	1,081,709

2019 Production													
United Mutual Project													
23	5,623	6,887	10,504	11,168	12,475	11,298	14,903	13,541	10,756	10,360	Nov-19	Dec-19	Total
24	5,596	6,536	9,547	10,379	11,250	10,493	13,895	13,742	11,011	10,443	6,071	5,111	118,938
50	6,795	8,740	13,088	14,470	15,113	13,896	18,227	16,117	13,260	12,918	7,920	6,483	147,027
52	6,105	7,385	10,651	12,542	13,358	12,034	15,679	13,782	11,355	10,730	6,597	5,444	125,662
88	6,935	8,640	13,034	14,131	14,905	13,249	17,640	16,103	12,918	12,667	7,454	6,426	144,102
90	7,288	8,702	12,811	14,008	14,661	13,148	17,488	16,059	12,776	12,388	7,347	6,462	143,138
91	6,841	8,159	11,981	13,263	13,967	10,641	15,718	14,853	11,738	11,214	6,394	5,958	130,727
92	7,402	8,931	12,736	14,773	15,223	13,566	17,865	16,370	12,979	12,415	6,997	6,450	145,707
Total Production of kWh =													

Lifetime Production (kWh)	5,030,290
Total 2022 Repair Costs	\$516
Recent Panel Cleanings	3/9/2022

