



**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