



OPEN MEETING

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

**Wednesday, August 28, 2024 - 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 from July 29, 2024
5. Chair's Remarks
6. Member Comments - *(Items Not on the Agenda)*
7. Department Head Update
 - CDS 55 Trash Enclosure Trellis Update
 - SCE Community Fund Solar Program
 - Solar Production Maintenance Process
 - Building Paint Colors Update
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

9. Items for Discussion and Consideration

- a. Walkway Lighting Request Program Revisions
- b. Epoxy Lining Program Update
- c. Electric Vehicle Charging in Carports

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.*

- Washer/Dryer App Pilot Program
- Attic/Wall Insulation Materials
- Moisture Intrusion Dry Down Services In-house vs Contracting

Concluding Business:

- 11. Committee Member Comments
- 12. Date of Next Meeting: Wednesday, October 23, 2024 at 9:30 a.m.
- 13. Adjournment

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

This Page Left Intentionally Blank

This Page Left Intentionally Blank



OPEN MEETING

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

**Monday, July 29, 2024 - 10:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Alison Bok – Chair, Ellen Leonard, Mickie Choi Hoe (in for Pearl Lee)

OTHERS PRESENT: United – Maggie Blackwell

MEMBERS ABSENT: Pearl Lee

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, Mathew Aldaz – Maintenance Services Manager, Laurie Chavarria - Senior Management Analyst, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Bok called the meeting to order at 10:30 a.m.

2. Acknowledgement of Media

The meeting was being broadcast on Zoom and Granicus. No media was present.

3. Approval of Agenda

Hearing no objection, the agenda was unanimously approved as written.

4. Approval of Meeting Report from April 24, 2024

Hearing no objection, the meeting report was unanimously approved as written.

5. Chair's Remarks

None.

6. Member Comments - (Items Not on the Agenda)

- A member commented on the status of repairs at their manor.

7. Department Head Update

None.

- 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

The Project Log was pulled for discussion. The committee asked questions regarding several projects and staff provided responses.

A motion was made and passed unanimously to approve the consent calendar.

The committee discussed the opportunity to remind residents that atrium drains are in most cases connected to the building mainline waste line and care should be taken not to flush dirt and debris into the atrium drain.

The committee requested that staff include a budget line item in the proposed 2025 business plan for power washing of building exteriors, laundry rooms, and carports, on an as-needed resident request basis.

9. Items for Discussion and Consideration

a. Revised Building Color Palette Update

Mr. Feliz provided samples of new exterior paint color options and answered questions from the committee. Discussion ensued regarding existing color scheme and the process upon which the current palette was decided. Chair Bok will bring the topic to the full board for further discussion.

b. Trash Enclosure Trellis Request CDS 55

Mr. Gomez presented the request made by a member from Building 156 for a trellis to be constructed above the trash enclosure in CDS 55. Staff answered questions from the committee regarding estimated cost, purpose for the trellis, maintenance, and trash collection vendor restrictions. Staff was directed to reach out to the requestor to get a better understanding of the reason for the aesthetic enhancement request.

c. Walkway Lighting Request Form Update

Mr. Gomez presented the existing form to the committee and provided an overview of the purpose of the form. Staff was directed to review the current Walkway Request Form and suggest edits to Resolution 1-11-47 to bring it up to date with the current procedure.

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.*

- Washer/Dryer App Pilot Program
- Attic/Wall Insulation Materials

Concluding Business:

11. Committee Member Comments

- Director Leonard suggested consideration of adding additional advisors to the committee.

12. Date of Next Meeting: Wednesday, August 28, 2024 at 9:30 a.m.

13. Adjournment: The meeting was adjourned at 11:55 a.m.



Alison Bok, Chair

Alison Bok, Chair
Manuel Gomez, Staff Officer
Telephone: 949-268-2380

This Page Left Intentionally Blank

United Mutual Project Log - July 2024 (Prepared August 15)						
#	Type	Name	Description	Status	Estimated Completion/On-going Program	Budget (as of June)
1	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 located inside the manors are unreliable and no longer supported.	Units completed in 2024: 129 Number of units remaining for 2024: 96 Total units completed as of 2023: 1,908 Total units planned for 2024: 225 Total units remaining after 2024: 617	Annual Program	Budget: \$500,000 Supplemental: \$82,755 Exp: \$264,422 Balance: \$235,578
2	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.	A total of 4,616 linear feet out of 21,000 linear feet of Shepherd's Crook has been installed as of 2023. Approximately 376 linear feet of Shepherd's Crook is scheduled for installation between the community and the Lutheran Church on El Toro Road. Installation is scheduled to be completed in early September.	Annual Program September	Budget: \$35,000 Exp: \$0 Balance: \$35,000
3	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.	Buildings remaining for 2024: 748, 915, 923, 892, 893, 894, 895, 897, 898, 886, 885, 889, 900, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849 Buildings completed in 2024: 204, 403, 692, 710, 727, 747, 755, 756, 750, 746, 749, 751, 754, 914, 936, 938, 939, 940, 941, 942, 944, 945, 901, 902, 903, 904, 905, 906, 907, 909, 910, 911, 912, 913, 887, 888, 890, 891, 896	Annual Program	Budget: \$2,300,000 Supplemental: \$520,000 Exp: \$921,059 Balance: \$1,898,941
4	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.	30 buildings scheduled for tenting between May and October. Buildings scheduled for 2024: 790, 792, 794, 674, 2021, 858, 837, 825, 234, 933, 878, 2093, 274, 2099, 2036. Buildings completed in 2024: 11, 76, 27, 107, 234, 49, 226, 238, 375, 584, 379, 544, 393, 571, 653	Annual Program May to November	Budget: \$270,541 Exp: \$25,040 Balance: \$245,501
5	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 trim elements: 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 scheduled for 2024: 209,210, 211, 11, 19, 20, 25 In progress: CDS 210 and 211 CDS completed in 2024: 209	Annual Program	Budget: \$1,749,510 Exp: \$709,892 Balance: \$1,039,618
Agenda Item #8a						

#	Type	Name	Description	Status	Estimated Completion/On-going Program	Budget (as of June)
6	910 Bldg. Maint	Prior to Paint Program	This program prepares building surfaces for painting and includes repair and mitigation of dry rot, and decking, performed every 15 years in conjunction with the Exterior Paint Program.	CDS scheduled for 2024: 209, 210, 211, 11, 19, 20, 25 CDS 210 and 211 in progress. CDS completed in 2024: 209	Annual Program	Budget: \$968,154 Exp: \$450,062 Balance: \$518,092
7	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.	Buildings scheduled for 2024: 30 buildings. Work scheduled to start in October.	Annual Program November	Budget: \$65,293 Exp: \$26,178 Balance: \$39,115
8	910 Bldg. Maint	Gutters - Replacement and Repair	Gutter replacement and repairs are performed on original construction rain gutters and downspout systems that are exhibiting deterioration. This program also includes 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.	Buildings scheduled for gutter replacement in 2024: 2071, 2073, 2074, 2072, 2073, 2075 and 2076. Buildings completed in 2024: None. Contractor bids have been received. Scheduling in progress.	Annual Program October	Budget: \$116,486 Exp: \$29,353 Balance: \$87,133
9	920 Projects	Roof Preventive Maintenance Program	This program is funded to provide preventive maintenance roof repairs. Additionally, this budget includes flat roof debris cleaning.	PREVENTIVE MAINTENANCE - Roofs completed in January 2024: 5-year old roofs - 534, 538, 631, 658, 805, 823, 829, 840, 848, 849, 864, 865, 867, 868, 870, 872, 877, 879, 880, 886, 906, 907, 913 Roofs completed January - March 2024: 10-year old roofs - 79, 87, 157, 169, 245, 302, 303, 348, 349, 350, 359, 360, 381, 421, 439, 442, 496, 502, 537, 565, 575, 579, 580, 581, 586, 589, 623, 624, 638, 645, 679, 681, 728, 729, 747, 758, 794, 946, 947, 962, 2042, 2070, 2082, 2096, 2102, 2139, 2141, 2152, 2184, 2219, C51, C310, L94, L107, L109, L113, L115, L116, L117, L119. 306 buildings on the flat roof debris removal program will be completed in December 2024.	Annual Program	Budget: \$178,468 Exp: \$108,528 Balance: \$69,940

#	Type	Name	Description	Status	Estimated Completion/On-going Program	Budget (as of June)
10	920 Projects	Roof Replacements - Comp. Shingle and BUR to PVC Cool Roofing	This ongoing program is funded 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. The Composition Shingle Replacement Program was designed to replace roof systems that have reached their serviceable life prior to failure.	Buildings scheduled for 2024: BUR to PVC roofs - Buildings remaining: 43, 88, 435, 827, 2001, & 2044. Buildings completed: 11, 114, 783, 797, 801, 807, 874 & 932. Comp. shingle roofs - Buildings remaining: None. Buildings completed: 129, 369, 525, 753 & 945.	Annual Program April through November	Budget: \$1,050,000 Exp: \$162,769 Balance: \$887,231
11	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 scheduled for 2024: CDS 21, 22, 44, 70, 72, 83, 84, 86, 92, 207, 210, 211. Work is 50% complete as of August 15.	Annual Program September	Budget: \$45,126 Exp: \$0 Balance: \$45,126
12	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.	CDS scheduled for 2024: CDS 35, 55 Work is scheduled to be completed in October.	Annual Program October	Budget: \$199,081 Exp: \$0 Balance: \$199,081
13	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.	Structural Repair/Drainage Correction: Buildings completed in 2024: 324-Q: Balcony Repair SB326 Repairs: Construction is in progress on 75-R, 86-P, 95-R and 107-O/Q. Repair plans are pending for 110-N/T and 526-P.	Annual Program	Budget: \$50,000 Exp: \$13,348 Balance: \$36,652
14	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.	Buildings completed in 2024: B859: Foundation Damage	Annual Program	Budget: \$43,436 Exp: \$0 Balance: \$43,436
15 Agenda Item #8a	904 Maint Svc	Walkway Lighting Program	This program is funded to improve walkway lighting through additional fixture installation or the upgrade of existing lighting. Requests for additional lighting are received from residents on an ongoing basis. Those requests are vetted and additional lighting is installed if program requirements are met.	Applications submitted and under review: 2041-C (between 2032 and 2036) 299-C (between 298 A/D and 309 A/B) Applications approved: 337-B, 597-C Completed: B490, B2087	Annual Program	Budget: \$64,760 Exp: \$8,231 Balance: \$56,529

#	Type	Name	Description	Status	Estimated Completion/On-going Program	Budget (as of June)
COMPLETED						
	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 in randomly selected buildings. The necessary inspection submittal requirements are due January 2025, as outlined in Senate Bill 326.	39 buildings were inspected in 2024. 18 buildings completed in February: 521, 524, 525, 526, 535, 549, 710, 711, 748, 753, 757, 762, 764, 775, 777, 780, 784, 785 21 buildings completed in January: 806, 807, 808, 809, 69, 70, 73, 75, 76, 77, 82, 84, 86, 90, 92, 95, 97, 100, 107, 110, 115 Final report will be presented in October.	Annual Program	Budget: \$51,560 Exp: \$40,158 Balance: \$11,402
	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.	Buildings completed in 2024: 530, 534	Annual Program	Budget: \$100,000 Exp: \$98,427 Balance: \$1,573
	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.	Concrete work completed in 2024: CDS 35, 55 Invoicing is pending.	Annual Program August	Budget: \$150,000 Exp: \$0 Balance: \$150,000

This Page Left Intentionally Blank

This Page Left Intentionally Blank



STAFF REPORT

DATE: August 28, 2024
FOR: Maintenance and Construction Committee
SUBJECT: Walkway Lighting Request Program Revisions

RECOMMENDATION

Recommend that the Board of Directors approve a resolution revising the Walkway Lighting Request Form and Program Criteria.

BACKGROUND

The current Walkway Lighting Request Form and Program Criteria was approved by the Board of Directors on March 8, 2011 via Resolution 01-11-47 (Attachment 1).

On July 29, 2024, the M&C Committee directed staff to review the current resolution and bring back any suggested revisions for review by the committee.

DISCUSSION

Staff has reviewed the current Resolution and accompanying Walkway Lighting Request Form and program criteria. Suggested revisions for consideration by the committee are included in Attachment 2 and 3.

The suggested revisions will be presented at the August 28, 2024 committee meeting.

FINANCIAL ANALYSIS

There is no financial impact as a result of the recommended revisions.

Prepared By: Manuel Gomez, Maintenance & Construction Director

ATTACHMENTS

Attachment 1 – Current Walkway Lighting Resolution 01-11-47 and Request Form
Attachment 2 – Proposed New Walkway Lighting Resolution 01-24-XX
Attachment 3 – Proposed Revised Walkway Lighting Request Form

This Page Left Intentionally Blank

RESOLUTION 01-11-47

WHEREAS, in 2002, by way of Resolution U-02-156, the Board approved the Common Area Lighting Request Form which sets out the criteria, based on a 2002 Lighting Study, to approve a request for common area lighting; and

WHEREAS, since the 2002 Lighting Study is considered outdated due to multiple installations in the eight years since the study, and the Maintenance and Construction Committee is reviewing a more updated lighting system report, the Committee recommends that use of the 2002 Lighting Study be discontinued and new criteria be established;

NOW THEREFORE BE IT RESOLVED, March 8, 2011, that the Board of Directors of this Corporation hereby discontinues the criteria set out in the Common Area Lighting Request Form for decisions regarding walkway lighting, and hereby approves the following criteria as a standard to consider additional walkway lighting:

- The location is not within 20 feet of another light source, including lights on buildings, laundries, carports, and/or walkways; and
- The location is a change in direction (either a T-intersection of walkways or a significant abrupt turn in the walkway); and/or
- The location is at an abrupt change in elevation (specifically a step or stairs in the walkway).

RESOLVED FURTHER, that the Board of Directors hereby authorizes use of the existing general maintenance operating budget in the amount of \$4,200 to install 6 new walkway lights; and

RESOLVED FURTHER, that reference to Common Area Lighting will be more appropriately called Walkway Lighting and a Walkway Lighting Request Form shall be created accordingly; and

RESOLVED FURTHER, that Resolution U-02-156, adopted November 12, 2002 is hereby amended as to the Walkway Lighting Request Form; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this Resolution.



WALKWAY LIGHTING REQUEST FORM

Walkway lighting is intended to indicate changes in direction or elevation on a walkway—not illuminate a walkway. Requests for additional walkway lighting are considered only at locations where a walkway directional change or elevation change is presently not illuminated. Such requests are submitted for review by Maintenance Services. **Prior to submittal of any such request, this form must be completed in its entirety, including signatures and the appropriate statement of position checked, by all owners of any manor affected by the additional lighting. A map identifying the location of the proposed lighting also must be attached (contact Manor Alterations for a map of your area or you may use Google maps).**

Call Maintenance Services at 949-597-4645 for additional information.

REQUESTER (MUST BE OWNER) _____

ADDRESS _____ DATE _____

SPECIFIC REQUEST _____

SPECIFIC LOCATION _____

REASON _____

Please obtain signatures of all neighbors affected by this request.

SIGNATURES (MUST BE OWNER)	UNIT NO.	STATEMENT OF POSITION	
		FOR	AGAINST
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PLEASE MAIL COMPLETED REQUEST TO

Resident Services
PO Box 2220
Laguna Hills, CA 92654



RESOLUTION 01-24-XX

WHEREAS, on March 8, 2011, by way of Resolution 01-11-47, the Board of Directors approved the United Mutual Walkway Lighting Request Form; and

WHEREAS, the Board also approved the following criteria as a standard to consider for installing additional new walkway lighting:

- The location is not within 20 feet of another light source, including lights on buildings, laundries, carports, and/or walkways; and
- The location is a change in direction (either a T-intersection of walkways or a significant abrupt turn in the walkway); and/or
- The location is at an abrupt change in elevation (specifically a step or stairs in the walkway); and

WHEREAS, the Board of Directors wishes to revise the United Mutual Walkway Lighting Request Form to streamline the process for member requests for new lighting;

NOW THEREFORE BE IT RESOLVED, on November 12, 2024, the Board of Directors of this Corporation hereby approves a revised United Mutual Walkway Lighting Request Form as attached to the meeting minutes; and

RESOLVED FURTHER, that Resolution 01-11-44, adopted March 8, 2011, is hereby rescinded; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this Resolution.

SEPTEMBER INITIAL NOTIFICATION: Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

This Page Left Intentionally Blank



WALKWAY LIGHTING REQUEST FORM

Requests for additional new walkway lighting are considered only at locations where a walkway directional change or elevation change is presently not illuminated. Such requests are submitted for review by Maintenance Services.

This form must be completed in its entirety, by the United Mutual member(s) requesting the additional new walkway lighting.

A map or sketch identifying the location of the proposed lighting also must be attached. Contact Manor Alterations at 949-597-4616 or email alterations@vmsinc.org for a map of your area or you may use Google maps.

Call Maintenance Services at 949-268-2068 for additional information or assistance.

REQUESTER (MUST BE OWNER) _____

ADDRESS _____ DATE _____

REQUESTER (MUST BE OWNER) _____

ADDRESS _____ DATE _____

SPECIFIC REQUEST _____

SPECIFIC LOCATION _____

REASON _____

PLEASE MAIL COMPLETED REQUEST TO

Resident Services PO Box 2220

Laguna Hills, CA 92654

or email to: residentservices@vmsinc.org

This Page Left Intentionally Blank



Wasteline and Copper Epoxy Programs

August 28, 2024



Wasteline Treatment Options

- Preventive Line Cleaning
- Traditional Replacement
- Epoxy Lining (with traditional replacement as needed)
- Respond only to reported stoppages

Wasteline Replacement



- Replacement costs are generally 65% greater than epoxy lining
- Cost to replace underground pipes in a four unit building is \$90,000
- Cost to epoxy line a four unit building is \$31,000
- Cast iron pipe life span is 50-60 years
- Life span of epoxy lining is estimated at 75 years



3

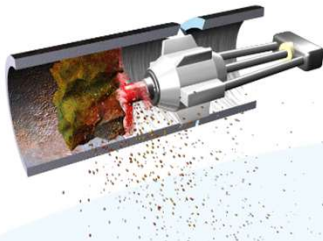
Wasteline Epoxy History



- Original epoxy lining scope was for exterior mainlines only 2011-2016
- Any interior pipe work needed for in-wall and below-slab lines was done as spot replacement
- Replacement requires excavation and remediation of drywall, flooring, and concrete
- Excavations are a major disruption to residents and costly to the mutual
- In 2017 epoxy lining scope expanded to include exterior and interior mainlines
- In 2019 epoxy lining scope expanded to include manor lateral lines

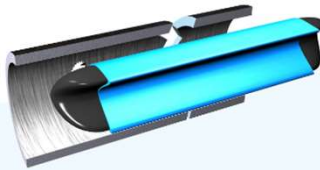
4

Wasteline Epoxy Process



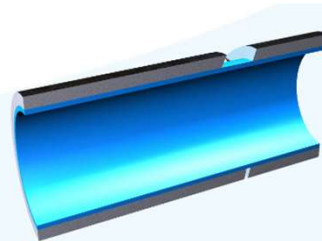
Cleaning

Blocked, damaged, or root-intruded pipes are cleaned with our hydrojetter or mechanical cleaning tools to get the pipe back to its original shape and diameter.



Installation

An epoxy-saturated liner is pulled into place through existing access points such as a toilet or a roof vent and an internal rubber bladder is inflated, pressing the epoxy saturated liner against the existing pipe wall.

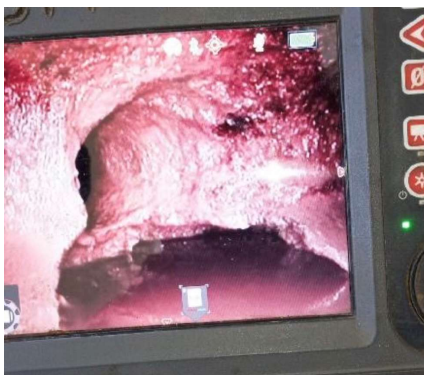


Restored Pipe

The epoxy cures in a few short hours, then the bladder is deflated and removed, leaving behind a new, clean, and seamless "pipe within a pipe."

5

Epoxy Program - Wasteline Replacement



- Fittings and pipes found with advanced deterioration do not receive epoxy lining
- These cases require excavation and replacement
- Fittings are replaced with ABS material
- Pipes are replaced with pre-lined cast iron

6



Copper Waterline Treatment Options

- Traditional Replacement
- Epoxy Lining (with traditional replacement as needed)
- Respond only to reported leaks

7



Copper Waterline Epoxy Process

- Coats inside of the pipe
- Sealing pinholes
- Blocks corrosive elements in water
- Creating a new pipe within the existing pipe



8

Patented ePIPE Process



9

Traditional Replacement

- The average cost to replace copper pipes in a home is \$9,000
- The average cost to add epoxy lining to copper is \$4,000



10



Thank You

This Page Left Intentionally Blank

This Page Left Intentionally Blank

RESOLUTION 01-16-112

Plug-in Electric Vehicles (PEV) Permitted to Utilize 120 Volt Outlets in the Common Areas

WHEREAS, the State of California and the US Government offer significant financial incentives to buyers to encourage their purchase of PEVs due to reduced greenhouse gases, Laguna Woods should do what it can to support the government's environment objectives; and

WHEREAS, the current electric car policy prohibits PEV car owners to plug into common area outlets; and

WHEREAS, all PEV vehicles support charging using a 120 volt circuit; it places a charging load similar to that of a golf cart and in some cases actually requires lower power demand of some golf carts; and

WHEREAS, no data is available to ascertain the circuit capacity utilized on the 120 volt circuits, and it would be costly to hire a consultant to identify all 120 volt circuits and the existing power demand on those circuits, it is deemed more reasonable to take any corrective action at the time an excessive loading condition occurs;

NOW THEREFORE BE IT RESOLVED, on December 13, 2016 that all PEV vehicles owned by residents of United Mutual will be permitted to utilize 120 Volt outlets in common areas of United Mutual under the following rules and regulations:

1. Every PEV will be registered through the existing automobile registration process currently in place.
2. An annual (January to December) electricity usage fee set by the United Board will be required for every PEV registered. This fee may be pro-rated for PEVs registered during the year. (This fee is set at \$240 per year or \$20 per month.)
3. To prevent unauthorized use of Mutual common area 120 volt electrical outlets, all authorized PEVs will be issued a sticker to be affixed to the inside lower corner of the driver's rear window windshield designating that the car is properly registered for the use of 120 volt outlets in the common area. This sticker is the property of United Mutual and can be revoked for failure to comply with current United Mutual regulations.
4. Owners of PEVs are solely responsible for the proper use and maintenance of their vehicle and any associated equipment used in charging the vehicle and may not make any alterations to Mutual outlets, wiring, circuit breakers or electric service panels.
5. Owners of PEVs wishing to employ high voltage for charging will be responsible for installation of such service per the requirements of the Board approved Alteration Standard Section 41 Electric Vehicle Charging Stations and shall be required to apply for a permit and make necessary arrangements with the electrical service provider (currently SCE) for installation of a separate service panel and conduit and appropriate electrical outlet. In such an event, vehicle registration will not be required.

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution as written.

This Page Left Intentionally Blank

UNITED LAGUNA WOODS MUTUAL

Section 41 Electric Vehicle Charging Stations

ADOPTED JANUARY 2015, RESOLUTION 01-15-01

GENERAL REQUIREMENTS REVISED JANUARY 2016, RESOLUTION 01-16-08

1.0 GENERAL REQUIREMENTS

- 1.1 **PERMITS AND FEES:** A Mutual Consent for Manor Alterations is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Manor Alterations Department with City permit number(s) prior to beginning work.
- 1.2 **MEMBERS' RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 **CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including, but not limited to, the current edition of the National Electric Code (NEC).
- 1.4 **WORK HOURS:** Contractors working for residents at individual manors and in carports are permitted to work from 9:00 AM – 5:00 PM Monday through Friday. No work whatsoever shall be permitted on Saturday and Sunday, and construction is restricted to 6 months out of every 12 months of the year.
- 1.5 **PLANS:** The Member applying for a Mutual Consent for Manor Alteration(s) shall provide to the Manor Alterations Department a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.
- 1.6 **DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's or Member's dumpsters, if required, must have location approved by the Manor Alterations Department.

- 1.7 **CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.
- 1.8 **CONTRACTOR'S CONDUCT:** Member's contractor's, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.

2.0 **ELECTRICAL POWER SOURCE**

- 2.1. Detailed site specific plans, wet stamped and signed by a California Licensed Electrical Engineer, showing electrical power source connection location, Electric Vehicle Charging Station location and routing of conduit must be submitted to the Manor Alterations Department for approval.
- 2.2. The use of the Mutual's main electrical service panel to a multi-unit building to accommodate the installation of electric vehicle Charging Station is strictly prohibited.
- 2.3. The use of Laundry Room, Carport, and any other Mutual electrical circuits serving common area to charge an electric automobile is strictly prohibited.
- 2.4. The use of Laundry Room, Carport, and any other Mutual electrical circuits serving common area to accommodate the installation of electric vehicle Charging Station is strictly prohibited.
- 2.5. A written approval from Southern California Edison for the electrical power source connection to Edison equipment must be submitted to the Manor Alterations Department.
- 2.6. The Mutual Member is responsible for all costs associated with the installation of a new meter and payment for electrical service.
- 2.7 The Mutual Member is required to use a California Licensed and Certified Electrical Contractor for the installation of the Electric Vehicle Charging Station.

3.0 LOCATION

- 3.1** The location of the Electric Vehicle Charging Station is restricted to the Mutual Member's carport parking space.
- 3.2** The location of new meters is restricted to the Mutual Member's carport parking space or as approved by Southern California Edison and the Manor Alterations Department.
- 3.3** If the proposed Electric Vehicle Charging Station, and or any electrical conduit and any other equipment, including the electric meter is approved to be located on Common Area, the Mutual Member will be required to record a Common Area Use Agreement.
- 3.4** The Electrical Vehicle Charging Station shall be installed in accordance with manufacturer's guidelines and shall be suitable for the environment (indoor/outdoor) where it is to be located.
- 3.5** Adequate barriers must be installed to protect the Electrical Vehicle Charging Station.
- 3.6** If the installation is in an area subject to flooding, the Electric Vehicle Charging Station shall be elevated or designed accordingly.

4.0 CONDUIT ROUTING

- 4.1** The Mutual Member and/or their contractor is responsible to notify Dig Alert (dial 8-1-1) 48 hours prior to excavation to identify all underground utility locations and is responsible for the subsequent coordination with any utility companies.
- 4.2** The Mutual Member is responsible to notify the Landscape Department through the Property Service desk a minimum of 10 days prior to excavation. Work related to removal and/or re-routing of Mutual landscaping and irrigation lines may be performed by the Mutual at the Member's expense.
- 4.3** Any revision to Mutual plumbing lines requires written authorization from the Manor Alterations Department prior to the commencement of work. Some work may be required to be performed by the Mutual at the Member's expense.
- 4.4** The Mutual Member is responsible for all costs associated with trenching, concrete or asphalt cutting to accommodate conduit runs.

5.0 INSURANCE

- 5.1** The Mutual Member will be required to maintain liability insurance coverage of at least \$1,000,000 for the Electric Vehicle Charging Station that names United Laguna Woods Mutual as an additional insured.

This Page Left Intentionally Blank

This Page Left Intentionally Blank

Electric Vehicles

Congratulations on owning an electric vehicle! Laguna Woods Village strives to be a green community, and supports your decision to reduce your vehicle's carbon footprint.



In the Village, there are a limited number of circuits available, so we highly encourage cooperation. When too many vehicles charge at the same time, whether golf carts or electric cars, the circuit breakers can be overloaded, disabling charging capability for all vehicles in a bank of carports.

Below are recommended guidelines for electric vehicle charging, so that everyone can share power without interruption:

1. Golf carts generally charge during daylight hours. Therefore, electric cars should limit their charging time to between dusk and dawn. Refer to your manufacturer's vehicle manual for specifics on how to set the appropriate charging times.
2. It is important for you to limit the amount of electricity you draw during charging. We recommend you reduce the current draw to no more than eight amps. By doing so, this should allow two electric cars to charge simultaneously in the same bank of carports. In the event additional cars plug into a circuit, the amperage should be reduced to five amps or less.

Please communicate with your neighbors to coordinate ways to stagger charging. This is also a great way to meet your neighbors.

Electric vehicle owners must obtain a decal from Resident Services for an annual cost of \$240 before charging. A decal on your electric vehicle must be in sight in order to avoid any Notice of Violation or fine.

Call us at Resident Services at 949-597-4600 if you have any questions.

This Page Left Intentionally Blank

United Laguna Woods Mutual Electric Vehicles and Plug-in Hybrids

Summary of EV and Plug-in Hybrids

Number of Carports	Number of EV and Plug-in Hybrids
4	4
10	3
42	2
208	1

EV and Plug-in Hybrids by Carport

Carport Number	EV and Plug-in Hybrids	EV Electric Permits	Golf Carts
265	4	2	0
535	4	3	2
633	4	1	0
2141	4	3	1
44	3	1	2
63	3	0	0
223	3	2	2
301	3	3	0
379	3	2	0
457	3	2	1
498	3	2	3
519	3	2	0
611	3	2	0
671	3	2	0
2	2	0	0
7	2	2	2
11	2	0	1
13	2	1	1
18	2	2	0
37	2	1	0
51	2	1	2
74	2	0	1

85	2	1	1	1
100	2	2	2	1
110	2	1	1	0
119	2	2	2	1
146	2	1	1	0
148	2	1	1	0
152	2	1	1	0
163	2	1	1	1
172	2	2	2	1
201	2	2	2	1
239	2	1	1	1
240	2	1	1	1
250	2	0	0	2
298	2	1	1	1
334	2	0	0	0
354	2	2	2	0
356	2	1	1	3
390	2	1	1	0
400	2	3	3	2
470	2	2	2	0
471	2	1	1	0
504	2	2	2	1
514	2	1	1	1
576	2	2	2	2
579	2	2	2	0
613	2	0	0	1
626	2	0	0	1
634	2	0	0	0
678	2	1	1	0
709	2	2	2	0
2081	2	0	0	2
2091	2	1	1	0
2096	2	2	2	1
2139	2	0	0	2

Note: An additional 208 carports have one (1) EV/Plug-in Hybrid