



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

**Wednesday, January 17, 2024 - 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Alison Bok – Chair, Pearl Lee, Ellen Leonard
Ken Deppe - Advisor

OTHERS PRESENT: **United:** Mickie Choi Hoe
Third: Andy Ginocchio

MEMBERS ABSENT: None

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 to Order

Chair Bok called the meeting to order at 1:30 p.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 October 25, 2023

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

5. Chair's Remarks

Director Bok commented on the challenges of 2023 and thanked the Maintenance and Construction department for their hard work.

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

- Four members commented on plumbing issues in their building.
- A member commented on possibly including pipes during remodeling and have them included in the alterations and permitting process.
- A member commented on non-residents using laundry facilities.

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

7. Department Head Update

Mr. Gomez responded to Chair Bok's request for information regarding water leak detection devices and introduced Mr. Barnette who commented on prior research into these devices. Mr. Barnette described how the devices work, the types of devices available, and the potential cost to the mutual should such devices be provided to the shareholders. Staff is willing to promote these types of devices to members if directed to do so.

Mr. Gomez assured the committee and shareholders that staff is aware of laundry room appliance concerns and continues to respond as rapidly as possible. Options for communicating the status of repairs to residents near effected laundry rooms are being evaluated. Mr. Barnette answered questions from the committee regarding plumbing maintenance in laundry rooms.

8. Project Log

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

Items for Discussion and Consideration:

9. Senate Bill 326 Balcony Inspection Update (Verbal only)

Mr. West provided an overview of the program via PowerPoint presentation and indicated that the program will be completed at the end of February 2024 with the inspection of the final 39 buildings.

10. Pushmatic Electrical Panel Replacement Update

Mr. West provided an overview of the program via PowerPoint presentation and answered questions from the committee regarding the panel replacement process, notification process, and how buildings are scheduled. A contract for this item will be presented in closed session immediately following this meeting.

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.*

- Explore Cost Sharing Incentives to Upgrade Pipes and/or Install Dedicated Water Shut-off Valves in Walls During Remodeling
- Attic/Wall Insulation Materials
- Benches; New and Replacement
- Water Leak Detection Devices

Concluding Business:

11. Committee Member Comments

- Director Leonard asked questions regarding the epoxy waste lining program. Staff answered questions from the committee.

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

13. **Recess** – The meeting was recessed at 2:32 p.m.



Alison Bok, Chair

Alison Bok, Chair
Manuel Gomez, Staff Officer
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