



OPEN MEETING

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

**Wednesday, February 23, 2022 - 9:30 a.m.
Board Room and Virtual On-line Meeting**

MEMBERS PRESENT: Pat English - Chair, Anthony Liberatore

MEMBERS ABSENT: Reza Bastani

ADVISORS PRESENT: Ken Deppe

OTHERS PRESENT: Juanita Skillman, Maggie Blackwell, Elsie Addington,
Richard Rader

STAFF PRESENT: Manuel Gomez – Maintenance & Construction
Director, Baltazar Mejia – Maintenance &
Construction Assistant Director, Ian Barnette –
Maintenance & Construction Assistant Director, Guy
West – Projects Division Manager, Robert Carroll,
Director of General Services, Koh Shida –
Maintenance Operations Manager, Laurie Chavarria –
Senior Management Analyst, Sandra Spencer,
Administrative Assistant

1. Call to Order

Chair English called the meeting to order at 9:30 a.m.

2. Acknowledgement of Media

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

3. Approval of the Agenda

The agenda was approved as written.

4. Approval of the Meeting Report – December 22, 2021

The meeting report for December 22, 2021 was approved as written.

5. Chair's Remarks

Chair English commented that she was happy that the committee meeting was being conducted in the hybrid platform and thanked everyone for their attendance.

6. Member Comments - (Items Not on Agenda)

A member requested a ramp be installed to provide improved access to her building due to her medical condition. Mr. Gomez responded that her prior email was received and staff has made a preliminary evaluation. It was noted that in the past, residents have been required to pay for this type of alteration. Staff will review available options and communicate them directly to the member. Should the member be unsatisfied with the options, she is welcome to return to the committee for further discussion.

7. Department Head Update

Mr. Gomez stated that he would comment during each agenda item.

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.

There are no items on the consent calendar for this meeting.

Items for Discussion and Consideration:

8. Organics Project Update

Robert Carroll, Director of General Services, provided an overview of CR&Rs Organics Recycling program and indicated that details and a location map can be found on the Laguna Woods Village website at www.cityoflagunawoods.org/LWVorganics. Mr. Carroll shared a flyer which lists what can and cannot be put in the organics waste carts. Mr. Carroll stated that the goal is to balance having a successful program which meets the diversion requirements while also controlling costs.

Discussion ensued regarding the locations of the carts and their accessibility; costs of the carts; and the type of containers residents might use to collect and store food waste before disposal. Suggestions included using compostable bags which are available for purchase on Amazon, a coffee can or other sealable container, and brown bags lined with paper towels.

9. Project Log

Mr. Gomez stated that since this was the first committee meeting of the year, he wanted to discuss some of the items in more detail. In the future, the Project Log will be placed under the Consent Calendar. The January Project Log has been populated with the items that have been funded for 2022. The Project Log will be updated regularly to reflect the progress on all the projects listed.

As requested by the Chair, the Pushmatic Electric Panel Replacement project was discussed. So far this year, 22 panels have been replaced with 1,380 remaining. Mr. Gomez also discussed the status of the Epoxy Wasteline Remediation project which is intended to extend the life of the sewer lines and reduce the risk of line blockages. With regard to the Shepard's Crook Installation project which started in 2017, the City of Laguna Woods requires that the property owner (United) replace the existing barbed wire with Shepard's Crook at a minimum rate of 300 linear feet per year. All 21,000 linear feet of fencing which are the responsibility of United must eventually be replaced. Areas that are considered a high security risk are scheduled first.

10. Present RFP for Compliance with SB326

Mr. West presented a Senate Bill 326 Balcony Law overview via PowerPoint. The presentation included the reason for the Bill; types of structures that need to be inspected; the frequency of those inspections; what type of professional is qualified to make those inspections; and what will be done with the reports after the inspections take place. An RFP will be advertised in March seeking proposals from consultants to perform the required inspections.

11. Solar Production Report

Mr. Mejia presented the Solar Production Report ending December, 2021.

12. Review Solar Panel Policy

As an update to a prior committee request, Mr. Mejia discussed the policies for single-story and two-story buildings and that each has different requirements. The policies can be found on the LWV website under Resident Services/Manor Alterations. Chair English commented that leasing solar panels in United would be virtually impossible as United would own the panels.

Staff was directed to conduct further research on the inconsistency between the two standards and bring the findings back to the committee at a future meeting.

Items for Future Agendas:

- TBD

Concluding Business:

13. Committee Member Comments

- Director Liberatore commented that it was a productive meeting which answered some of his own questions.

14. Date of Next Meeting: April 27, 2022

15. Adjournment: The meeting was adjourned at 10:25 a.m.


Pat English, Chair