

Third Mutual Project Log (October 2019)						
#	Type	Name	Description	Status	Estimated Completion/On-going Programs	Budget
1	920 Projects	Building Address Signs & Cul-de-sac Numbers	This program is intended to upgrade building and cul-de-sac (CDS) signage to improve their visibility. The M&C Committee is focused on replacement of the existing CDS signs with a larger, more visible sign, and upon completion of the cul-de-sacs, staff will continue to replace building address signs. Staff is using larger, traffic-rated, high reflectivity materials to improve their visibility at night.	Number of new CDS signs installed to date: 172 out of 230 On July 16, the Board approved a supplemental appropriation to complete all remaining CDS sign installations as part of the 2019 program.	November 2019	Budget: \$33,970 Supplemental: \$23,000 Exp: \$33,001 Balance: \$23,969
2	920 Projects	Building Structures	This program is funded to repair or replace 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, roofing repairs are performed after prior-to-paint crews replace fascia due to dry rot. As part of this budget, staff will proactively inspect buildings for drainage issues and provide repairs as needed. B3100 - The root barrier and drainage remediation are in progress. B4011 - The Structural Observation Report for building settlement has been received. Findings of the Geotechnical monitoring report and recommendations for destructive testing are under review. B2395 - Masonry pilaster repair in progress.	December 2019	Budget: \$500,000 Exp: \$296,289 Balance: \$203,711
3	920 Projects	Dry Rot Program	This program is funded to develop and implement a systematic approach to eradicating wood rot throughout Third Mutual.	The following eight buildings in the 2019 Dry Rot program are scheduled to be completed by the end of the year: 2402, 2370, 2391, 2396, 2395, 2394, 2392 and 2353. Building 2395 began in September, and is scheduled to be completed by the end of October. A total of 4 out of 8 three-story buildings have been completed.	December 2019	Budget: \$1,025,000 Exp: \$616,021 Balance: \$408,979

4	920 Projects	Parapet & Stucco Wall Repairs	The Villa Paraisa and Casa Grande style homes in the Gate 11 area have had parapet wall leaks causing wood rot and wall damage. A phased program to remove these parapet walls was adopted by the Board to remove five walls per year.	Buildings 5224, 5234, 5244, 5274 and 5276 are scheduled for parapet wall removals in 2019. All buildings are scheduled to be completed this year. 5244, 5224, 5274, 5234 are complete; 5276 is in progress and is scheduled to be completed in late November. A total of 19 buildings out of 41 have been completed to date.	November 2019	Budget \$300,000 Exp: \$196,206 Balance: \$104,794
5	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 observations when a foundation inspection request is received. If needed, a structural engineer is then scheduled to inspect the foundation and provide a recommendation.	Staff performs field inspections to evaluate foundations around buildings and schedules needed upgrades as they are identified. In addition, as part of this budget, staff will proactively inspect buildings for drainage issues and provide repairs and upgrades as needed. 3436-A: A request for construction bids was advertised for waterproofing of the retaining wall.	December 2019	Budget: \$75,000 Exp: \$51,943 Balance: \$23,057
6	904 Maint Svc	Electrical Systems	These funds are allocated to repair or replace electrical equipment failures as needed.	The 2019 budget includes funding for 23 GV buildings to be completed this year. Work started in March and will be complete by December. Number of buildings completed this year: 22 The remaining 9 buildings will be completed in 2020.	December 2019 Annual	Budget: \$50,000 Exp: \$46,200 Balance: \$3,800
7	920 Projects	Energy Consultant Services	An Energy Consultant will be used as-needed in order to advance Third's and the Community's future energy initiatives.	In November 2018 the VETF representatives from Third authorized the energy consultant to proceed with the approved scope of work. Significant delays occurred which extended the consultant's timing of deliverables due to SCE not making their infrastructure data available. The consultant has therefore moved forward with executing the scope of work around the SCE challenge by executing task 1 of the scope. (Perform assessment of community's current electrical infrastructure). The consultant will be presenting the results of the Task 1 of the scope of work to the VETF on October 18th.	December 2019	Budget: \$50,000 Exp: \$15,265 Balance: \$34,735 Total expenditures to through 2018: \$24,816

8	920 Projects	Exterior Lighting	In 2018, funding for this program was allocated toward the purchase of the Southern California Edison street light infrastructure. A consultant was retained to assist with the street light acquisition; the retrofit of the existing lighting fixtures to more efficient LED technology, and to perform the operations and maintenance of the asset for three years.	At a special open meeting held on August 6, the Board approved the King K427 LED fixture for use in the second LED conversion pilot. The K427 fixtures have been ordered and are scheduled to arrive in late October. Staff is conducting bi-weekly teleconference calls with the vendor to receive updates.	December 2019	Budget: \$800,000 Exp: \$37,882 Balance: \$762,118
9	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 replacement using a "seamless" gutter system in conjunction with the Mutual's exterior painting of the building. This program also addresses gutter repairs performed by staff.	Funds have been budgeted for repairs by in-house staff on an as-needed basis. There are currently 18 open tickets for Gutter Repair/Replacement.	December 2019 Annual	Budget: \$37,000 Exp: \$29,750 Balance: \$7,250
10	910 Bldg. Maint	Exterior Paint Program	The Mutual has a 10-year full cycle exterior paint program. All exterior components of each building are to be painted every 10 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.	The following areas have been scheduled for painting and resurfacing during the 2019 Paint Program: CDS 31, 33, 378, buildings B5430-5439, CDS 376, 377, buildings B5369-5417, CDS 359, 360, 358, buildings B3254-3257, CDS 324, 325,326, 327, 330, 331, 332 and buildings B3286-3297. Staff is currently working in CDS 325 and will be completed by the first week of November. Staff anticipates starting CDS 327 by the mid-November. Buildings 5373-5383 Avenida Sosiega and 5396-5417 Via Carrizo, CDS 31, 33, 359, 360, 376 and 377 have already been completed.	December 2019 Annual	Budget: \$2,008,631 Exp: \$1,331,206 Balance: \$677,425
11	910 Bldg. Maint	Prior to Paint Program (PTP)	The Mutual has a 10-year full cycle exterior paint program. Prior to paint dry rot and decking repairs will be performed every 10 years to prepare building surfaces for painting.	The following areas have been scheduled for inspection and repair on the 2019 PTP Program: CDS 31, 33, 378, buildings B5430-5447, CDS 376, 377, buildings B5369-5417, CDS 359, 360, 358, buildings B3254-3257, CDS 324, 325,326, 327, 330, 331, 332 and buildings B3286-3297. Staff is currently working in CDS 324, 331, and 332 and will be completed by mid-November. CDS 31, 33, 378, buildings 5396-5417 and B5430-5447, CDS 358, 359, 360, 376, 377, 325, 327 and 330 have already been completed.	December 2019 Annual	Budget: \$1,277,033 Exp: \$759,322 Balance: \$517,711

12	920 Projects	Parkway Concrete Program	This program is funded to repair or replace damaged concrete parkways in conjunction with the asphalt paving program. Parkways are inspected for damage and other deficiencies are repaired or replaced accordingly.	This program will run concurrently with the Asphalt Paving Program. The program began in mid October and is scheduled to be completed in November.	November 2019	Budget: \$50,000 Exp: \$0 Balance: \$50,000
13	920 Projects	Asphalt Paving Program	This program is dedicated to preserving the integrity of cul-de-sac street paving. As part of this program, asphalt paving is inspected and rated for wear annually. The life for asphalt paving is estimated at 20 years. The 2019 program will consist of 143,211 square feet of paving replacement.	Cul-de-sacs 324, 326, 327, 334, 3232 and 3243 are scheduled for paving this year. This program is in progress and is scheduled to begin in mid October and completed in November.	November 2019	Budget: \$543,223 Exp: \$0 Balance: \$543,223
14	920 Projects	Golf Cart Parking and Striping	This project is funded to add golf cart spaces where there is adequate spacing between carports.	The golf cart parking and striping work began in October at 15 locations within cul-de-sac 216.	December 2019	Budget: \$50,000 Exp: \$0 Balance: \$50,000
15	920 Projects	Roofing Replacement Program	This program is dedicated to replacing and maintaining Mutual roofs. Built-up roofs are inspected 15 years after installation. Roofs determined to have reached the end of their serviceable life are scheduled to be replaced with a new PVC cool roof system.	57 buildings are scheduled for roofing replacement this year. This program began in March and is scheduled to be completed in late October. Currently, 30 of the 57 buildings have been completed.	October 2019	Budget: \$1,098,632 Exp: \$654,444 Balance: \$444,188
16	920 Projects	Emergency Roof Repair Program	Funding is allocated as a contingency to preserve the serviceable life of roofs by performing emergent requests for roof repairs as they are received.	During inclement weather when emergency roof leak requests are received, staff schedules the roofing contractor to investigate roof related issues. If required, the roofing contractor will provide the necessary repairs. Over 500 roof leaks have been reported and repaired this year.	December 2019	Budget: \$110,000 Exp: \$227,178 Balance: -\$117,178
17	920 Projects	Common Wall Replacement	Funding for this program is allocated as a contingency to replace damaged common walls as needed. As requests for inspection or repairs are received, staff performs a field inspection and schedules repairs if required.	As common wall issues are reported and inspection requests are received, staff schedules a structural engineer to perform a field inspection, and if required, provides structural plans for city permit and subsequent repairs.	December 2019	Budget: \$25,000 Exp: \$5,520 Balance: \$19,480

18	920 Projects	Shepherd's Crook	As a part of the Conditional Use Permit 1135 with the City of Laguna Woods, the Mutual will remove and replace barbed wire on all perimeter block walls with Shepherd's Crook on a phased approach.	The installation of 1,475 LF of Shepherd's Crook began on June 10, and is scheduled to be completed in November. 1,330 LF out of 1,475 LF has been installed in 2019. To date a total of 4,805 linear feet out of 33,525 of Shepherd's Crook has been installed.	November 2019	2019 Budget: \$150,000 2019 Exp: \$90,465 Balance: \$59,535
19	904 Maint Svc	Epoxy Wasteline Remediation	The Waste Line Remediation Program's objective is to install seamless liners within the existing waste pipes to mitigate future root intrusion as well as to resolve and prevent future back up problems related to compromised pipes. If there are consistent internal issues, these are also investigated and addressed during the program execution. The program addresses interior as well as exterior waste lines. The program to line exterior pipes commenced in 2011 but did not include interior pipes. Starting in 2017, both, interior and exterior lines are receiving an epoxy liner.	The focus is on 3-story buildings this year. The 21, 22 and 24 unit buildings take an average of 6 weeks to complete. Building 2396 is in progress. Total number of buildings in Third Mutual: 1405 Buildings completed from inception to 2018: 217 Number of buildings completed in 2019: 3 Number of buildings left to complete: 1185 Estimated number of buildings scheduled this year: 6	2019 Annual	Budget: \$750,000 Exp: \$379,542 Balance: \$370,458 Cumulative Expenditures from 2011 through 2018: \$2,968,737
20	920 Projects	Elevator Replacement Program	This Elevator Replacement Program is funded to replace mechanical equipment. In addition, a specified number of elevator cars are scheduled for interior renovations.	The elevators at buildings 3335, 3337, 3338, 3364, 4002, 4003, 4012 and 4014 are scheduled to receive component replacements this year. Building 4012 began construction on September 30, and is scheduled to be completed late October. Elevators completed in 2019: B3338, B3335, B3337, B3364, B4002, B4003. Notifications have been provided to all residents and owners of these buildings, which includes information about the program and the scheduled dates for when the work will be performed.	December 2019 Annual	Budget: \$346,698 Exp: \$170,349 Balance: \$176,349
21	910 Bldg. Maint	Pest Control for Termites	This program is dedicated to eradicating dry wood termites from inaccessible areas by tenting buildings for fumigation. The budget also includes funding for local termite treatments and the removal of bees/wasps on an as-needed basis and hotel accommodations during whole structure fumigation.	Local termite treatments and the removal of bees/wasps are performed as-needed throughout the year. The 2019 whole structure tenting will include the fumigation of 23 residential buildings, and 2 laundry rooms. Fumigation of 18 buildings and 2 laundry rooms have already been completed. The remaining 5 buildings is scheduled to be fumigated will be completed by November 21st.	December 2019 Annual	Budget: \$260,405 Exp: \$97,284 Balance: \$163,121

22	910 Bldg. Maint	Gutter Cleaning	Gutter cleaning is performed as needed throughout the year by General Services. In addition, an outside contractor performs annual cleaning of all Mutual and alteration gutters once a year.	General Services performs gutter cleaning upon resident request, using in-house staff. The annual gutter cleaning program performed by an outside contractor started the first week of September and is scheduled to be completed by the end of December.	December 2019 Annual	Budget: \$151,544 Exp: \$44,772 Balance: \$106,772
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	904 Maint Svc	Laundry Equipment Improvements	The Maintenance and Construction Department replaced all the existing residential dryers with commercial, coin operated machines. Staff also raised the level of the machines by placing them on pedestals for easier use. The venting of the dryers in 18 three-story buildings have be ducted to the exterior.	COMPLETED	March 2019	2018 Budget: \$13,000 Supplemental: \$377,000 Exp: \$110,262 Balance: \$279,738
	910 Bldg. Maint	Garden Villa (GV) Lobby Renovations	This program addresses the replacement of the existing acoustic ceiling, wallpaper and carpet in GV lobbies. All walls, ceilings and doors are patched and painted and the carpet is replaced. The 10 Garden Villa lobbies renovated in 2019 are: 2386, 2392, 2394, 2398, 2404, 2405, 3242, 4007, 4008, & 4009.	COMPLETED	August 2019	Budget: \$119,560 Exp: \$107,341 Balance: \$12,219
	910 Bldg. Maint	Garden Villa (GV) Laundry Room Flooring Renovations	This program is funded to replace the laundry room floors of the GV and LH-21 style buildings with epoxy flooring when the existing vinyl flooring is damaged. 2019 Buildings included: 2381, 2386, 2388, 3501, 5370 & 4002	COMPLETED	December 2019 Annual	Budget: \$39,794 Exp: \$41,324 Balance: -\$1,530
	910 Bldg. Maint	Garden Villa (GV) Mailroom Renovations	This program is funded to renovate GV mail rooms. The scope of work includes removing existing paneling and adding drywall, trim, installation of new light diffusers, and new mailboxes; as well as the complete painting of walls, ceilings and doors. Starting with the 2018 program ten GV mailroom lobbies will be renovated annually. The 10 Garden Villa Mailrooms that will be renovated this year are: 2369, 2391, 2404, 3241, 3244, 4006, 5371, 5510, 5515 & 5518.	COMPLETED	December 2019 Annual	Budget: \$70,173 Exp: \$58,909 Balance: \$11,264

	920 Projects	5 & 10 year old Roof Maintenance Program	This program is funded to preserve the serviceable life of the roofs through a 5 and 10-year inspection cycle. Roofs are inspected and maintained accordingly.	COMPLETED	February 2019	Budget: \$101,150 Exp: \$101,135 Balance: \$15
	920 Projects	Trash Chute Repairs - Three Story Buildings	This project is dedicated to repairing the discharge room and trash chutes in all three story buildings.	COMPLETED	April 2019	Supplemental \$336,680 Exp: \$306,073 Balance: \$30,607
	920 Projects	Water Lines - Copper Pipe Remediation	This program started in 2008 as a pilot program, and epoxy lining of buildings as-needed, was approved by the Board in 2010. 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. The 2019 Program included the lining of buildings 2223, 3002, 3005, 3010, 3130, 3328, 3503, 3524, 5526 and 3028.	COMPLETED	August 2019	Budget: \$200,000 Exp: \$199,318 Balance: \$682
	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 slurry seal to the asphalt surface preventing water intrusion and protecting the asphalt from deterioration. The 2019 program consisted of 38 cul-de-sacs.	COMPLETED	October 2019	Budget: \$72,300 Exp: \$56,213 Balance: \$16,087