

## Third Mutual Project Log (May 2020)

#	Type	Name	Description	Status	Estimated Completion/On-going Programs	Budget
				<b>*Due to the CA Department of Public Health Order, on 3/19/2020 certain activities have been deemed non-essential. Those projects/programs have been placed on hold until further notice.</b>		
1	920 Projects	<b>Building Address Signs</b>	This project is intended to upgrade building signage to improve their visibility. The M&C Committee is focused on replacement of the existing building address signs with larger, more visible signs. Staff is using larger, traffic-rated, high reflectivity materials to improve their visibility at night.	On May 19th, the Board will consider a \$30,000 budget reduction for this project which will defer all address sign installations to 2021. *As of 3/19/2020, this installation of building address signs has been placed on hold until further notice.	December 2020	Budget: \$30,000 Exp: \$0 Balance: \$30,000
2	920 Projects	<b>Building Structures</b>	This program is funded to repair or replace building structural components that are not performing as designed. This funding also includes roofing repairs related to dry rot work.	On May 19th, the Board will consider a \$150,000 budget reduction to this annual program. *As of 3/19/20 only requests affecting building safety and other essential repairs will be addressed until the CA Department of Public Health Order is lifted.	December 2020	Budget: \$500,000 Exp: \$214,863 Balance: \$285,137
3	920 Projects	<b>Dry Rot Program</b>	This program is funded to develop and implement a systematic approach to eradicating wood rot throughout Third Mutual.	On May 19th, the Board will consider a \$300,000 budget reduction to this annual program.  The Dry Rot Program will take place in coordination with the Prior to Paint Program, with a primary focus on Garden Villa Buildings. Buildings 2384, 2385, 2386, 2387 and 2388 have been completed (invoices are pending). *As of 3/19/2020, construction on buildings 2389, 2390, 2399, 2353 and 2354 has been postponed until further notice.	December 2020	Budget: \$1,025,000 Exp: \$78,084 Balance: \$946,916
4	920 Projects	<b>Parapet &amp; Stucco Wall Repairs</b>	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.	On May 19th, the Board will consider a \$180,000 budget reduction for this project which will reduce the number of buildings that can be completed this year. A total of five buildings were scheduled for 2020: 5028, 5144, 5294, 5298 & 5404. 19 out of 41 buildings have been completed to date.  *As of 3/19/2020, this project has been postponed until further notice.	November 2020	Budget \$300,000 Exp: \$15,965 Balance: \$284,035

5	920 Projects	<b>Foundations Program</b>	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.	<p>Staff performs field inspections to evaluate building foundations and schedules any needed upgrades as they are identified.</p> <p>Foundation repair plans have been completed for buildings 5090 and 5057. Staff is soliciting contractor bids and will schedule the work accordingly.</p> <p>*As of 3/19/2020, the proactive inspection of buildings for drainage issues has been postponed until further notice.</p>	December 2020 Annual	Budget: \$75,000 Exp: \$7,874 Balance: \$67,126
6	904 Maint Svc	<b>Electrical Systems</b>	These funds are allocated to repair or replace electrical equipment failures as needed.	<p>It has been determined by staff that the grounding at the three-story building electric panels are not up to code and should be improved for safety reasons. Staff has completed grounding improvements to 44 of these buildings.</p> <p>*As of 3/19/2020, this project is on hold until further notice.</p>	December 2020 Annual	Budget \$50,000 Exp: \$0 Balance: \$50,000
7	900 Maint	<b>Energy Projects</b>	These funds are allocated to fund future energy related projects. An energy consultant will be used as-needed in order to advance Third's and the Community's future energy initiatives.	<p>On May 19th, the Board will consider a \$10,000 budget reduction for energy related projects.</p> <p>No projects have been assigned to the energy consultant so far this year.</p>	December 2020 Annual	Budget \$10,000 Exp: \$0 Balance: \$10,000
8	910 Bldg. Maint	<b>Garden Villa (GV) Lobby Renovations</b>	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.	<p>The 9 Garden Villa lobbies to be renovated in 2020 are: 2395, 2396, 2397, 3420, 3421, 4006, 5370, 5371, and 5499.</p> <p>*As of 3/19/2020, this program is on hold until further notice.</p> <p>Each lobby is completed approximately within a 2 week period. Renovations will need to resume by August to allow sufficient time for completion.</p> <p>The lobby renovations at Building 2396 and 3420 have been completed.</p>	December 2020 Annual	Budget: \$112,500 Exp: \$28,300 Balance: \$84,200
9	910 Bldg. Maint	<b>Garden Villa (GV) Mailroom Renovations</b>	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. Four mailrooms will be renovated in 2020, completing the program. The program is scheduled to resume in 2026.	<p>The last 4 Garden Villa mailrooms to be renovated in 2020 are: 2405, 3420, 4007, and 4009.</p> <p>*As of 3/19/2020, this program is on hold until further notice.</p> <p>Each mailroom is completed approximately within a 2 week period. Renovations will need to resume by September to allow sufficient time for completion.</p>	December 2020 Annual	Budget: \$33,867 Exp: \$0 Balance: \$33,867

10	910 Bldg. Maint	<b>Gutters - Replacement and Repair</b>	<p>Gutter replacement is performed on original construction building rain gutters and downspout systems that are exhibiting deterioration. The Board authorized 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. This program also addresses gutter repairs performed by VMS staff.</p>	<p>Funds have been budgeted for repairs by in-house staff on an as-needed basis throughout the year. There are currently 24 open tickets for Gutter Repair/Replacement.</p> <p>Some buildings on the exterior paint program, in CDS 201 and 202 have been determined to have drainage issues and will be scheduled for installation of seamless gutter systems by an outside vendor.</p> <p>*As of 3/19/2020, this program is on hold until further notice.</p> <p>The installation of gutters is completed in conjunction with the paint program which has been deferred substantially.</p>	December 2020 Annual	<p>Budget: \$98,289 Exp: \$20,022 Balance: \$78,267</p>
11	910 Bldg. Maint	<b>Exterior Paint Program</b>	<p>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.</p>	<p>On May 19th, the Board will consider a \$750,000 budget reduction to this annual program. Work was suspended while finalizing the completion of CDS 327 and the commencement of CDS 203.</p> <p>*As of 3/19/2020, this program is on hold until further notice. A revision of the 10 year program cycle is necessary due to the excessive delay caused by the recent health order. Upon return, the program may be up to 6 months behind schedule. The following cul-de-sacs/buildings are scheduled for painting during the 2020 Exterior Paint Program: CDS 203, 219, 221, 328, Buildings 3326-3334, 334, 201, 202, and 333.</p>	December 2020 Annual	<p>Budget: \$2,055,556 Exp: \$517,836 Balance: \$1,537,720</p>
12	910 Bldg. Maint	<b>Prior to Paint Program (PTP)</b>	<p>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.</p>	<p>Work was suspended while in CDS 219.</p> <p>*As of 3/19/2020, this project is on hold until further notice. A revision of the 10 year program cycle is necessary due to the excessive delay caused by the recent health order. Upon return, the program may be up to 5 months behind schedule. The following cul-de-sacs/buildings are scheduled for inspection and repair this year: CDS 203, 219, 221, 328, Buildings 3326-3334, 334, 201, 202, and 333.</p>	December 2020 Annual	<p>Budget: \$1,470,323 Exp: \$254,196 Balance: \$1,216,127</p>

13	910 Bldg. Maint	<b>Balcony &amp; Breezeway Resurfacing</b>	<p>This mid-cycle program provides for the waterproof topcoat sealing of balcony and breezeway deck surfaces every 5 years. This waterproofing process protects the deck substructure against future dry rot and improves the aesthetics of the deck surface.</p> <p>Prior to applying topcoat, crews conduct an inspection of the deck structure to locate any dry rot or potential safety hazards.</p>	<p>This program was scheduled to begin in CDS 213.</p> <p>*As of 3/19/2020, this program is on hold until further notice. A revision to the program schedule is necessary due to the excessive delay caused by the health order. Upon return, this program may be up to 3 months behind schedule. Work will need to resume by July to allow sufficient time for completion. The cul-de-sacs scheduled for resurfacing in 2020 are: 213, 343, 352, and 353.</p>	December 2020 Annual	Budget: \$100,440 Exp: \$0 Balance: \$100,440
14	920 Projects	<b>Parkway Concrete Program</b>	<p>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.</p>	<p>This program will run concurrently with the Asphalt Paving Program. The program is scheduled to begin in July and be complete in August.</p> <p>*If the public health order regarding non-essential activities is extended past the scheduled start date, this program may be postponed until further notice.</p>	November 2020	Budget: \$160,000 Exp: \$3,014 Balance: \$156,986
15	920 Projects	<b>Golf Cart Parking and Striping</b>	<p>This project is funded to add golf cart &amp; vehicle parking spaces where there is adequate spacing.</p>	<p>On May 19th, the Board will consider a \$50,000 budget reduction for this project will defer this work to 2021.</p> <p>Cul de sac 216 will receive 13 new golf cart spaces and 7 new vehicle parking spaces this year.</p> <p>*As of 3/19/2020, this project has been postponed until further notice.</p>	December 2020	Budget: \$50,000 Exp: \$0 Balance: \$50,000
16	920 Projects	<b>Asphalt Paving Program</b>	<p>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 2020 program will consist of 21,539 square feet of paving replacement.</p>	<p>Cul-de-sacs 216, 306; and streets Rayo del Sol and Vista del Mando are scheduled for paving this year.</p> <p>This program is scheduled to begin in September and complete in October.</p> <p>*If the public health order regarding non-essential activities is extended past the scheduled start date, this program may be postponed until further notice.</p>	November 2020	Budget: \$513,461 Exp: \$0 Balance: \$513,461
17	920 Projects	<b>Seal Coat Program</b>	<p>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.</p> <p>The 2020 program consists of 21 cul-de-sacs.</p>	<p>The seal coat program work includes 430,427 SF of cul-de-sac pavement area. The CDS and buildings scheduled for the 2020 program include: CDS 213, 223, 304, 317, 330-A, 336, 340, 343, 348, 360, 362, 366, 373, 378, 404; buildings 3156, 3162, 3179, 3335, 3371 &amp; 3486. Work is scheduled to be completed in September.</p> <p>*If the public health order regarding non-essential activities is extended past the scheduled start date, this program may be postponed until further notice.</p>	September 2020	Budget: \$51,651 Exp: \$0 Balance: \$51,651

18	920 Projects	<b>Roofing Replacement Program</b>	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.	20 buildings totaling 145,863 SF are scheduled for replacement with PVC cool roof systems. This program was scheduled to begin in late March and be complete in October.  *As of 3/19/2020, this program has been postponed until further notice.	October 2020	Budget: \$1,075,010 Exp: \$0 Balance: \$1,075,010
19	920 Projects	<b>Emergency Roof Repair Program</b>	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. This program is considered an essential function and it is ongoing.	December 2020	Budget: \$110,000 Exp: \$76,239 Balance: \$33,761
20	920 Projects	<b>Roof Replacement - Light weight Roofs</b>	Beginning with the 2020 Business Plan, the Board elected to initiate the Light Weight Tile Replacement program to address premature failure of existing tile roofs. Light weight tile roofs will be replaced with composition shingle roof systems.	Two buildings totaling 14,354 SF are scheduled for replacement with composition shingle roof systems. This program was scheduled to begin in September and be complete in December.  *As of 3/19/2020, this program has been postponed until further notice.	December 2020	Budget: \$100,478 Exp: \$0 Balance: \$100,478
21	920 Projects	<b>Shepherd's Crook</b>	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.	Prior to the installation of shepherd's crook fencing along Santa Vittoria, Saddleback Valley Ornamental Iron will start grubbing and removing the vegetation on May 18. On May 19, the Contractor will start the initial installation of 500 LF of shepherd's crook fencing. This process will continue until the 1,454 LF of shepherd's crook fencing has been completed.  To date a total of 4,950 linear feet out of 33,525 LF of Shepherd's Crook has been installed.	December 2020	Budget: \$165,000 Exp: \$23,846 Balance: \$141,154
22	904 Maint Svc	<b>Epoxy Wasteline Remediation</b>	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 pipes commenced in 2011 but did not include interior pipes. Starting in 2017, both, interior and exterior lines are receiving an epoxy liner.	On May 19th, the Board will consider a \$250,000 budget reduction to this annual program. While the primary focus is on three-story buildings this year, other buildings with a high risk for stoppages will also be evaluated for epoxy lining. The three-story buildings take an average of 6-weeks to complete.  Total number of buildings in Third Mutual: 1405 Number of buildings left to complete: 1102  There are 5 Garden Villa buildings left to complete this year. *As of 3/19/2020, this program is on hold until further notice.	November 2020 Annual	Budget: \$1,000,000 Exp: \$100,141 Balance: \$899,859  Cumulative Expenditures from 2011 through 2019: \$3,708,372

23	920 Projects	<b>Water Lines - Copper Pipe Remediation</b>	<p>This program started in 2008 as a pilot program, and epoxy lining of buildings as-needed, was approved by the Board in 2010.</p> <p>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.</p>	<p>The following 9 buildings are scheduled to be epoxy lined in 2020: 2271, 2282, 2302, 3019, 3032, 3039, 3186, 3321 &amp; 4004.</p> <p>The epoxy lining in buildings 3186, 3321, 3032 and 3019 have been completed.</p> <p>A total of 68 Buildings have been epoxy lined to date since 2008.</p> <p>*As of 3/19/2020, this program has been postponed until further notice.</p>	November 2020	<p>Budget: \$500,000 Exp: \$160,812 Balance: \$339,188</p>
24	920 Projects	<b>Elevator Replacement Program</b>	<p>This Elevator Replacement Program is funded to replace mechanical equipment. In addition, a specified number of elevator cars are scheduled for interior renovations.</p>	<p>On May 19th, the Board will consider a budget reduction for the uncommitted balance to this annual program, which will defer this work to 2021.</p> <p>The elevators were buildings 3363, 3366, 4026, 5368 and 5369 are scheduled for equipment replacement &amp; interior renovation this year.</p> <p>Building 5368 has been completed.</p> <p>*As of 3/19/2020, this program has been postponed until further notice.</p>	December 2020 Annual	<p>Budget: \$255,000 YTD Exp: \$124,230 Balance: \$130,770</p>
25	910 Bldg. Maint	<b>Garden Villa (GV) Laundry Room Flooring Renovations</b>	<p>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.</p>	<p>The laundry rooms scheduled to receive epoxy flooring are in buildings: 3338, 3363, 3366, 3371, and 4026.</p> <p>*As of 3/19/2020, this program is on hold until further notice. Renovations would need to commence by September to allow sufficient time for completion.</p>	December 2020 Annual	<p>Budget: \$47,083 Exp: \$0 Balance: \$47,083</p>
26	910 Bldg. Maint	<b>Pest Control for Termites</b>	<p>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.</p>	<p>Local termite treatments and the removal of bees/wasps are performed as-needed throughout the year.</p> <p>The fumigation program was scheduled to start in July this year and is typically completed in November.</p> <p>*If the public health order regarding non-essential activities is extended past the scheduled start date, the fumigation program will be placed on hold.</p>	December 2020 Annual	<p>Budget: \$364,272 Exp: \$12,084 Balance: \$352,188</p>
27	920 Projects	<b>Street Light LED Conversion Project</b>	<p>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.</p>	<p>On December 11, 2019, the M&amp;C Committee approved the installation of King K427 and Acuity cobra style LED fixtures throughout the Mutual.</p> <p>Siemens began installation work on May 13, starting with the cobra head fixture locations. By the first week of June, Siemens will begin the installation of the King K427 light fixtures until all fixtures have been installed and accepted by the Corporation.</p>	2020	<p>2019 Budget: \$740,000 Exp: \$0 Balance: \$740,000</p>

	920 Projects	<b>Preventive Roof Maintenance</b>	<p>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.</p> <p>5 year inspections = 41 bldgs. totaling 77,279 SF  10 year inspections = 55 bldgs. totaling 343,201</p>	<p style="text-align: center;"><b>COMPLETED</b></p>	<p style="text-align: center;">February 2020</p>	<p style="text-align: right;">Budget: \$130,416  Exp: \$130,416  Balance: \$0</p>
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