



SPECIAL OPEN MEETING

SPECIAL OPEN MEETING OF THE CORPORATE MEMBERS OF THE GOLDEN RAIN FOUNDATION OF LAGUNA WOODS A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

**Monday, October 14, 2024, 10 a.m.
Board Room / Virtual Meeting
Laguna Woods Village Community Center
24351 El Toro Road, Laguna Woods, California 92637**

<https://zoom.us/j.89500280643>

AGENDA NOTICE

**The purpose of this meeting is to vote “FOR” or “AGAINST”
the Golden Rain Foundation’s Recommendation to Replace Building E.**

- 1. Call to Order / Establish Quorum - First Vice President Skillman**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Introduction of Inspector of Election – Sheryl Strich**
- 5. Meeting Purpose**

The purpose of this vote of the corporate members is to stand “FOR” or “AGAINST” authorizing the Golden Rain Foundation’s recommendation to replace Building E with a permanent-type modular building for the Security Services Department, and to relocate Landscaping Services and Maintenance and Construction employees to the Laguna Woods Village Community Center.
- 6. Entertain a Motion to Commence Balloting – Inspector of Election**
- 7. Entertain a Motion to Cease Balloting – Inspector of Election**
- 8. Tabulation of Ballots and Announce Results – Inspector of Election**
- 9. Corporate Member Comments**
- 10. Adjournment**

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STAFF REPORT

DATE: October 14 , 2024
FOR: Board of Directors, All Boards
SUBJECT: Building E Capital Project

RECOMMENDATION

Consider and vote to either support or oppose the GRF Board of Directors approval for the replacement of Building E with a permanent modular/prefab building designed to support the Security Department functions and to develop a relocation plan to move Landscaping and Maintenance employees to the Community Center.

BACKGROUND

In September 2022, the GRF Board presented a plan for a 6,500 s.f. building for the replacement of Building E at a Special Open Corporate Members meeting. The corporate members voted to oppose the GRF Board recommendation by a weighted vote of 2,994 yes to 5,108 no.

In February 2023, the GRF Board awarded a consultant contract to Austin Company to prepare a Facility Space Utilization Study. On June 29, 2023, the results of the study were presented by the consultant to the Corporate Members.

In October 2023, the GRF Board established the Building E Space Planning Ad Hoc Committee to assist the board in developing strategic solutions for the replacement of Building E. The Ad Hoc committee held its first of seven meetings on December 6, 2023 and concluded its deliberations at a meeting on May 1, 2024 where it voted to recommend two options for consideration by the GRF Board of Directors.

On July 8, 2024, the GRF Board of Directors considered the two options and voted 7/0/2 to approve the construction of a permanent modular/prefab building to replace Building E. The new building would support the Security Department functions only and a relocation plan will be developed to move Landscaping and Maintenance employees to the Community Center.

DISCUSSION

The July 8, 2024 GRF Board selected option is presented in Attachment 1.

If the Corporate Members approve the GRF plan for Building E, a contract for architectural/engineering consultant services will be presented for consideration by the GRF M&C Committee and the Board. It is anticipated that a 9-month period for preparing construction plans and an 8-month period for construction will be required to complete the project.

If the Corporate Members oppose the GRF plan for Building E, staff will seek further direction from the GRF Board on any additional action to be taken on the Building E project.

FINANCIAL ANALYSIS

A preliminary Rough Order of Magnitude cost estimate for the proposed improvements is included in Attachment 1. The 2023 Business Plan included an allocation of \$750,000 for the Building E capital project. The 2024 Business Plan allocated an additional \$7 million. A portion of these funds was used for the contract awarded for a Space Utilization Study and for the lease payments for temporary offices for staff previously housed in Building E. Approximately \$7,400,000 is available to fund the implementation of the Building E capital project.

Prepared By: Manuel Gomez, Maintenance and Construction Director

Reviewed By: Steve Hormuth, Director of Financial Services
Siobhan Foster, CEO/General Manager

ATTACHMENT(S):

Attachment 1 – July 8, 2024 GRF Board Selected Option for Building E

July 8, 2024 GRF Board Approved Option for Building E

1. Permanent Type Modular/Prefab Building E optimized for Security Division (5,500 square feet or as required) Rengel Study as guide.
2. Consider relocation of Landscaping and Maintenance employees to Community Center (based on fit).

Rough Order Magnitude Construction Cost Summary

Task	Option 2
New Modular Build E for Security	\$4.00
Community Center tenant improvements (3 rd floor landscape, maintenance, F/F/E) *requires reduction in computer room space	\$1.75
Subtotal Construction	\$5.75
Time needed for implementation	12-18 months

Rough Order Magnitude Total Project Cost Summary

Task	Option 2
Construction	\$5.75
Contingency (10%)	\$0.58
Construction PM (6%)	\$0.35
Engineering/Design Allowance (9%)	\$0.52
Building E Demolition	\$0.45
Total Project Cost	\$7.65
Office Lease Cost (12 months)	\$0.23

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