

### **OPEN MEETING**

# REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION MAINTENANCE AND CONSTRUCTION COMMITTEE\*

### Wednesday, October 12, 2022 – 9:30 a.m. 24351 El Toro Road, Laguna Woods, CA 92637 Board Room and Virtual with Zoom

At this time, Laguna Woods Village owners/residents are welcome to participate in all open committee meetings virtually. To submit comments or questions virtually for committee meetings, please use one of the following two options:

- 1. Join the committee meeting via a Zoom link at: <a href="https://us06web.zoom.us/j/99465596924">https://us06web.zoom.us/j/99465596924</a> or by calling 669-900-6833 Access Code: 99465596924
- 2. Via email to <a href="mailto:meeting@vmsinc.org">meeting@vmsinc.org</a> any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Your name and unit number must be included.

# NOTICE AND AGENDA This Meeting May Be Recorded

- 1. Call to Order
- Acknowledgement of Media
- 3. Approval of the Agenda
- Approval of Meeting Report for August 10, 2022
- 5. Chair's Remarks
- Member Comments
- 7. Department Head Update

#### 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.

- 8. Project Log
- ChargePoint Summary

### Items for Discussion and Consideration:

- 10. Building E Open Discussion
- 11. Call Center Completion PowerPoint Presentation
- 12. Warehouse Dock Leveler Completion PowerPoint Presentation
- 13. Equestrian Center Hay Barn Enclosure Options Staff Report
- 14. 2023 Equestrian Center Arena Lighting Visual Illustration and Discussion
- 15. 2023 Equestrian Center Fencing and Gate Visual Illustration and Discussion

Golden Rain Foundation
Maintenance & Construction Committee
Regular Open Session
October 12, 2022
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<u>Future Agenda Items:</u> 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.

- Maintenance Service Center Generator
- EMS Status Update
- MelRok Energy Management System

### **Concluding Business:**

- 16. Committee Member Comments
- 17. Date of Next Meeting: Wednesday, December 14, 2022 at 9:30 a.m.
- 18. Adjourn

\*A quorum of the GRF Board or more may also be present at the meeting.







### **OPEN MEETING**

# REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION MAINTENANCE AND CONSTRUCTION COMMITTEE

Wednesday, August 10, 2022 – 9:30 a.m. 24351 El Toro Road, Laguna Woods, CA 92637 Board Room and Virtual with Zoom

### **REPORT**

**MEMBERS PRESENT:** 

Egon Garthoffner - Chair, Jim Cook, Ralph Engdahl, John

Frankel, Gan Mukhopadhyay, Lenny Ross, Sue Stephens

**MEMBERS ABSENT:** 

Cash Achrekar

**OTHERS PRESENT:** 

GRF: Elsie Addington, Bunny Carpenter, Juanita Skillman

Advisors Ajit Gidwani, Steve Leonard, Bill Walsh

STAFF PRESENT:

Guy West – Staff Officer & Projects Division Manager, Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Rodger Richter – Project Manager, Laurie Chavarria – Sr. Management Analyst, Sandra Spencer – Administrative

Assistant

### 1. Call to Order

Chair Garthoffner called the meeting to order at 9:31 a.m.

### 2. Acknowledgement of Media

Chair Garthoffner noted that the meeting was being broadcast on Granicus and Zoom.

### 3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

### 4. Approval of Meeting Reports

- a. June 8, 2022 Regular Open Session
- b. June 29, 2022 Special Open Session

Hearing no objections, the June 8, 2022 – Regular Open Session and June 29, 2022 – Special Open Session meeting reports were approved unanimously.

Golden Rain Foundation
Maintenance & Construction Committee
Report of the Regular Open Session
August 10, 2022
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### 5. Chair's Remarks

None.

### 6. Member Comments

None.

### 7. Department Head Update

Mr. West commented that a contract has been executed for the interior design consultant for CH1. A meeting is tentatively scheduled for August 19 to meet with the designer to discuss the process and tour CH2 and 3 (PAC). As details are finalized, the committee will be informed.

### 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.

The Project Log was pulled for discussion. Mr. West answered questions from a member regarding the service center generator and stated that a thorough investigation of the existing generator is underway. A detailed report will be brought to the committee to facilitate future decision making.

Mr. Mejia explained the data on the ChargePoint Summary and answered questions from the committee. Discussion ensued regarding the resident vs. non-resident charging rates; and raising the Resident - Level 2 fee from \$.175 to \$.20 per kWh. Chair Garthoffner will discuss the idea of a rate increase at the September GRF Board meeting.

- 8. Project Log
- 9. ChargePoint Summary

The consent calendar was approved unanimously.

Items for Discussion and Consideration:

10. Gate 12 Security Cameras – Chuck Holland, Information and Resident Services Director

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Maintenance & Construction Committee
Report of the Regular Open Session
August 10, 2022
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Mr. Holland presented a report via PowerPoint on the upgrades at the Gate 12 security camera system and answered questions from the committee.

### 11. EV Charging – Verbal Update

Mr. Mejia provided an update on SCE's recommendations for charging stations within the village. Conceptual designs from SCE and estimated costs from ChargePoint will be presented to the committee as soon as it is available.

Staff was asked to arrange a meeting between an SCE representative and the committee after the conceptual designs have been received. A member commented on government funds that will be available on January 1, 2023 and the potential for GRF to take advantage of any that would apply to this HOA.

### 12. PAC Beautification - PowerPoint Presentation

Mr. West presented an update including before-and-after photos of completed work at the PAC and answered questions from the committee.

# 13. Space Planning & Building E Replacement, PowerPoint and Group Discussion

Chair Garthoffner presented an overview of the prior meetings, discussions and presentations regarding the topic via PowerPoint. Discussion ensued among the committee included comments regarding working conditions and staffing levels in Building E; current resident use of the community center; potentially vacant office space at the community center; and parking availability at the community center.

<u>Future Agenda Items:</u> 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.

- Hay Barn Enclosure
- Welding Shop Replacement
- Maintenance Service Center Generator
- EMS Status Update
- MelRok Energy Management System

### **Concluding Business:**

### 14. Committee Member Comments

None.

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- 15. Date of Next Meeting: October 12, 2022
- **16. Recess** The meeting recessed at 11:17 a.m.

Closed Session Agenda
Approval of the Agenda
Chair's Remarks
Discuss and Consider Contractual Matters
Adjournment

Egon Garthoffner, Chair

Egon Garthoffner, Chair Guy West, Staff Officer Telephone: 949-268-2380



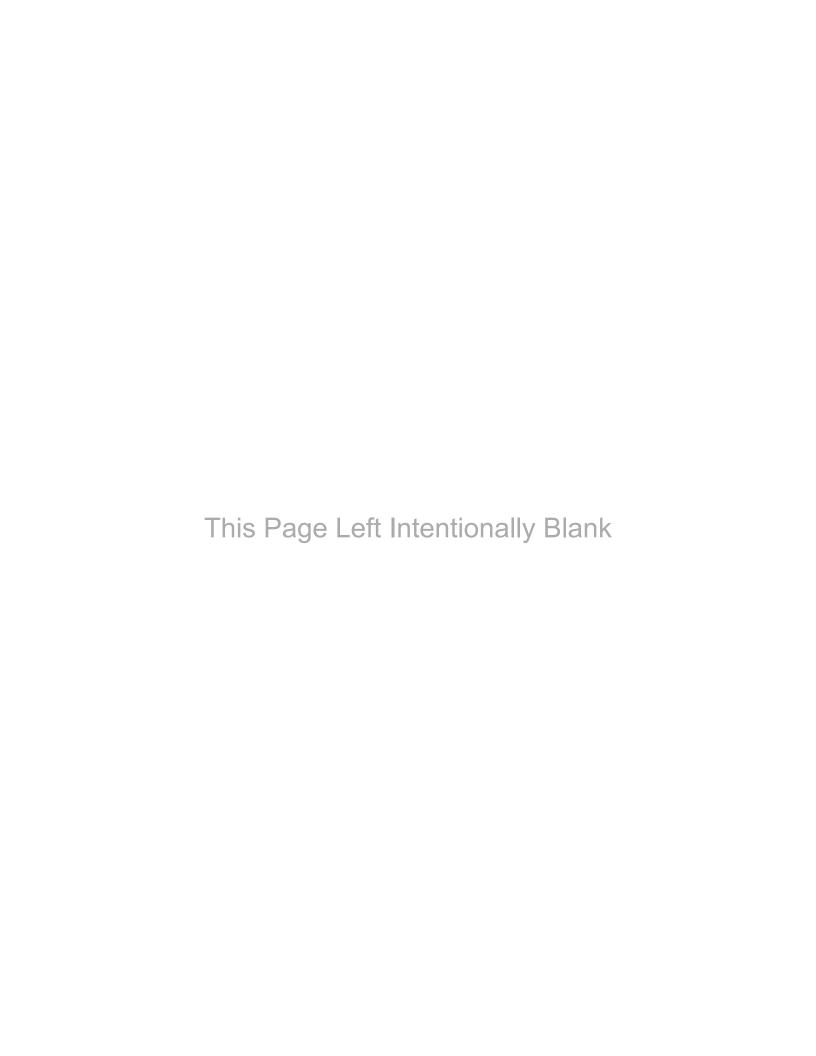


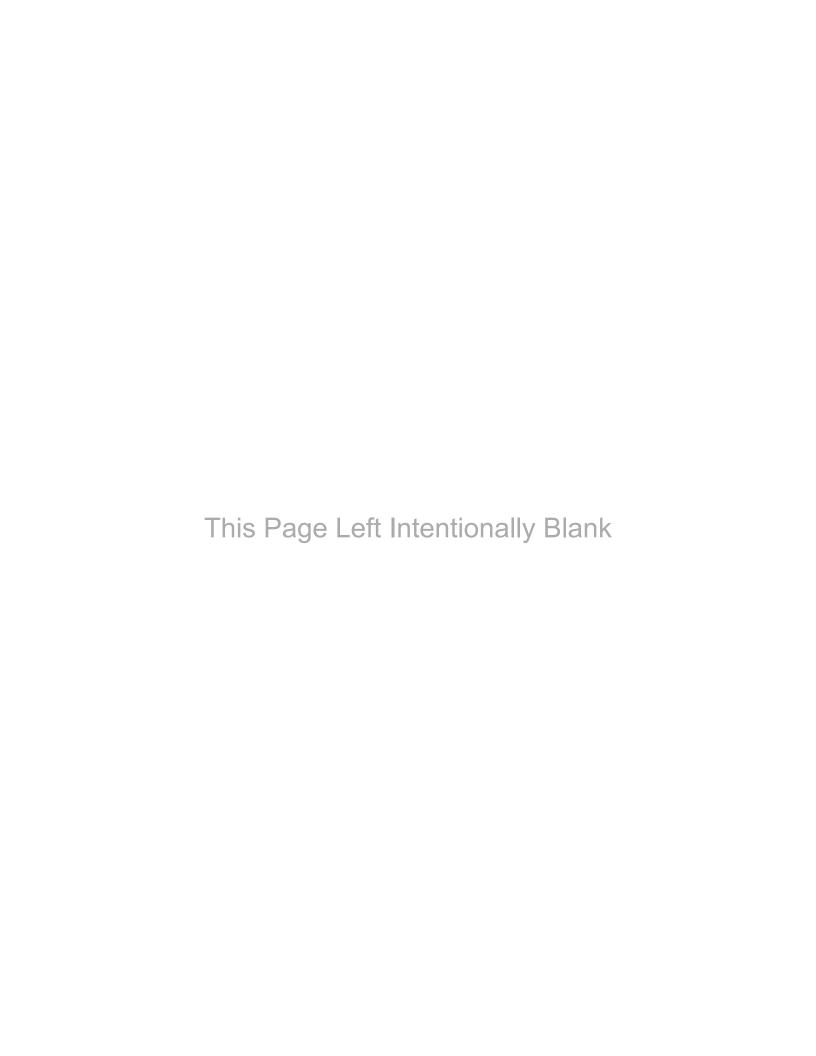
		GRF	Project Log (September 202	GRF Project Log (September 2022) Prepared October 1, 2022		
	Туре	Name	Description	Status	Estimated Completion	Budget
<b>T</b>	920 Projects	PAC Renovation Maintenance Upgrades	Funding for this project is allocated for maintenance and safety upgrades at the Performing Arts Center. The board approved a budget allocation in the amount of \$1,000,000.	The interior design for the lobby restrooms is scheduled to start in October.	On-going	Budget: \$1,000,000 Exp: \$818,196 Balance: \$181,804
7	stoejon¶ 026	Service Center Generator	Funding for this project will provide back up emergency power at the Service Center including Security, Transportation and fueling services to enable the provision of critical services in an emergency.	No action at this time. Staff is collecting maintenance and testing data to be presented at a future M&C Committee meeting. Additionally, the Security Building E is being considered for replacement, which may delay the emergency generator replacement.	TBD	Budget: \$150,000 Exp: \$0 Balance: \$150,000
м	stoejor9 026	Gate 16 Driving Range Improvements	Funding for this project is allocated to upgrade and improve the appearance and functionality of the golf driving range and practice area.	On July 13, 2022, at a special board meeting the golf driving range grass replacement contract was approved. The work is scheduled to begin March 2023. The fencing contract was approved and installation will begin in October 2022.	November 2023	Budget #1: \$138,000 Budget #2: \$500,000 Exp: \$59,183 Balance: \$578,817
4	STS Projects	Broadband HVAC System	Funding for this project is allocated to the installation of five new HVAC units to replace the existing 17 year old HVAC system at the Broadband Building Data Center.	The contract has been fully executed. The new HVAC equipment has been ordered. The new equipment is scheduled to arrive in April of 2023, and will be replaced immediately following arrival.	June 2023	Budget: \$300,000 Exp: \$0 Balance: \$300,000
ſΩ	stoejor4 026	Replace Welding Shop	Funding for this project is allocated to replace the existing Welding Shop with a preengineered metal building.	The 2019 approved plans have expired. Staff is working with a consultant to update the plans to the current building and safety codes for resubmittal. Once the city has approved the plans for construction, staff will advertise the project for contractor bid proposals.	June 2023	Budget: \$375,000 Exp: \$22,535 Balance: \$352,465
9	920 Projects	Hay Barn Enclosure	Funding for this project is allocated to enclose the hay barn located in the Equestrian Center.	A staff report for an alternative option to protect the hay bale storage facility from inclement weather will be presented at the October 12, 2022, M&C Committee meeting.	December 2022	Budget: \$6,000 Exp: \$0 Balance: \$6,000

	Туре	Name	Description	Status	Estimated Completion	Budget
7	etrojects	Clubhouse 1 Renovation	Funding for this project is allocated for Year 1 of a multi-year project to assess and renovate Clubhouse 1.	Scheduled Work:  1. Interior Design Interior Design contract has been fully executed. The Clubhouse Task Force will meet with the consultant at the design center on October 19, 2022, to discuss all aspects of the interior design.	TBD	Budget: \$1,250,000 Exp: \$27,014 Balance: \$1,222,986
∞	900 Maintenance noiziviO	EV Charging Stations	New electric vehicle charging stations are being requested under SCE's Charge Ready 2 Program. There are 7 clubhouses under consideration for the proposed charging stations.	SCE has completed the field evaluations for all of the clubhouses and is working on the conceptual design for the locations considered feasible. SCE's feasibility study results and conceptual designs will be presented at the December 14, 2022, M&C Committee and then to the board.	TBD	Budget: \$TBD Exp: \$0 Balance: \$0
			COMPLETED GRF PROJECTS	F PROJECTS		
	stoejerd 026	Pickleball Court Lighting	Donated funding for this project is allocated to provide electric supply to the pickleball court, replace two existing light fixtures and arms, and install 4 new light posts and light fixtures.	COMPLETED	February 2022	Budget: \$25,000 Exp: \$23,400 Balance: \$1,600
	stoejor4 026	Garden Center 2 Roof Replacement	Funding for this project is allocated to replace the roof on the office, bathrooms and two storage buildings at Garden Center 2.	COMPLETED	March 2022	Budget: \$18,000 Exp: \$15,687 Balance: \$2,313
	ozo Projects	Maintenance Service Center Parking Lot Lighting	Funding for this project is allocated to install permanent lights in the Maintenance Service Center parking lot for staff safety.	COMPLETED	April 2022	Budget: \$250,000 Exp: \$34,926 Balance: \$215,074
	stoejects	Building E Assessment and Design Development	Funding for this project is allocated to provide an assessment of the work needed on the building and develop a design based on the assessment.	COMPLETED  The final invoice for the feasibility study is being processed for payment.	July 2022	Budget: \$50,000 Exp: \$26,000 Balance: \$24,000
	920 Projects	Gate 12 Security Upgrade	Funding for this project is allocated to install new security cameras and license plate readers at Gate 12.	COMPLETED	July 2022	Budget: \$66,696 Exp: \$26,575 Balance: \$40,121

Туре	Name	Description	Status	Estimated Completion	Budget
920 Projects	PAC Renovation Maintenance Upgrades	Funding for this project is allocated for maintenance and safety upgrades at the Performing Arts Center. The board approved a budget allocation in the amount of \$1,000,000.	Work completed to date:  1. PAC Theater Curtain Cleaning, Repairs and Fireproofing 2. PAC LED Lamp Conversion 3. PAC Lobby and Dining Room Improvements 4. PAC HVAC Replacement 5. Hearing Loop 6. PAC Dining Room Curtains 7. PAC UVC Lighting System 8. PAC Dining Room Kitchens, Billiards Room and Rehearsal Room Improvements	On-going	Budget: \$1,000,000 Exp: \$818,196 Balance: \$181,804
stoejord 026	Community Center First Floor Renovation Project	Funding for this project is allocated for the reconfiguration of Resident Services located in the Community Center.	COMPLETED	September 2022	Revised Budget: \$150,000 Exp: \$57,101 Balance: \$92,898
920 Projects	GRF Asphalt Paving and Sealcoat Programs and Concrete Repairs	Funding for this project is allocated to asphalt paving overlay, sealcoat work and concrete repairs adjacent to the overlay work on selected GRF streets and/or parking lot areas.	COMPLETED  Parkway concrete repairs were completed in June. Invoicing is pending.  Asphalt paving work was completed in July.  The areas where concrete and asphalt work was completed are Algarrobo, Belmez, Cabildo, Calle Sonora Oeste, Duenas W, Elvira, Jardin, RV Lot B and Tero. Invoicing is pending.  The sealcoat program started on August 1, and was completed August 26, invoicing is pending.  The locations for seal coat work are Alta Vista, Clubhouse 5, Ronda Granda, Via Mariposa Loop, Via Puerta and Via Vista.	September 2022	Budget: \$904,091 Exp: \$198,442 Balance: \$705,649
920 Projects	PAC HVAC UVC Lighting System	Funding for this project is allocated to install a total of 11 new UVC Lighting Systems to serve the DX air handlers.	COMPLETED	August 2022	Change Order Budget: \$21,548 Exp: \$21,548 Balance: \$0

Budget	Budget: \$35,000 Exp: \$0 Balance: \$35,000
Estimated Completion	Bu September 2022 Bal
Status	COMPLETED Invoicing is pending.
Description	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.
Name	Shepherd's Crook at Gate 3
Туре	920 Projects





# Golden Rain Foundation Electric Vehicle Charging Station Report July 2022

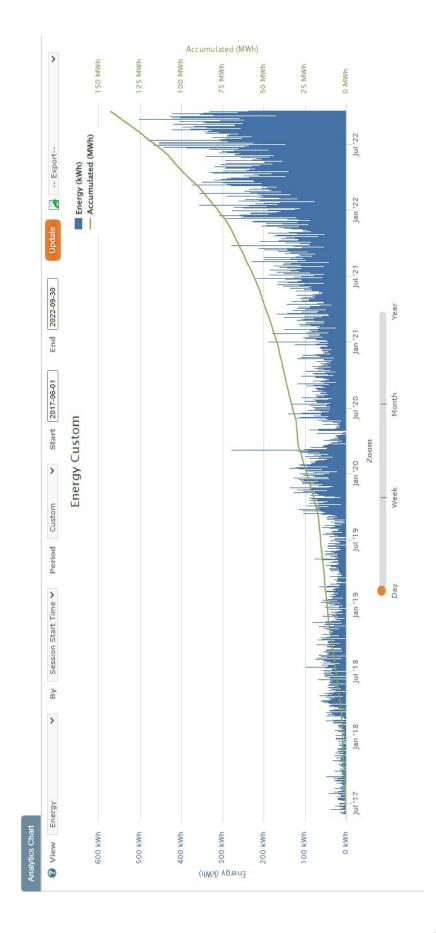
Month	Level II Sessions	Level III Sessions	Total Kwh	Revenue	SCE Energy Cost	Net Revenue
From Activation date - Dec						
31, 2021 (*)	3900	4176	34,521	\$12,212	-\$5,340	\$4,282
Jan-22	287	220	4827	\$1,523	-\$1,131	\$392
Feb-22	225	226	4674	\$1,533	-\$1,095	\$438
Mar-22	327	290	6436	\$2,027	-\$1,508	\$519
Apr-22	270	251	5801	\$1,852	-\$1,359	\$493
May-22	275	221	5127	\$1,594	-\$1,201	\$393
Jun-22	349	307	7213	\$2,233	-\$2,326	£6\$-
Jul-22	292	403	8264	\$2,538	-\$2,665	-\$127
Aug-22	306	254	8582	\$2,612	-\$2,767	-\$155
Sep-22	268	265	8493	\$2,602	-\$2,812	-\$210
Oct-22					0\$	0\$
Nov-22					0\$	0\$
Dec-22					\$0	0\$
TOTAL	6,499	6,613	93,938	\$30,726	-\$22,203	\$5,933

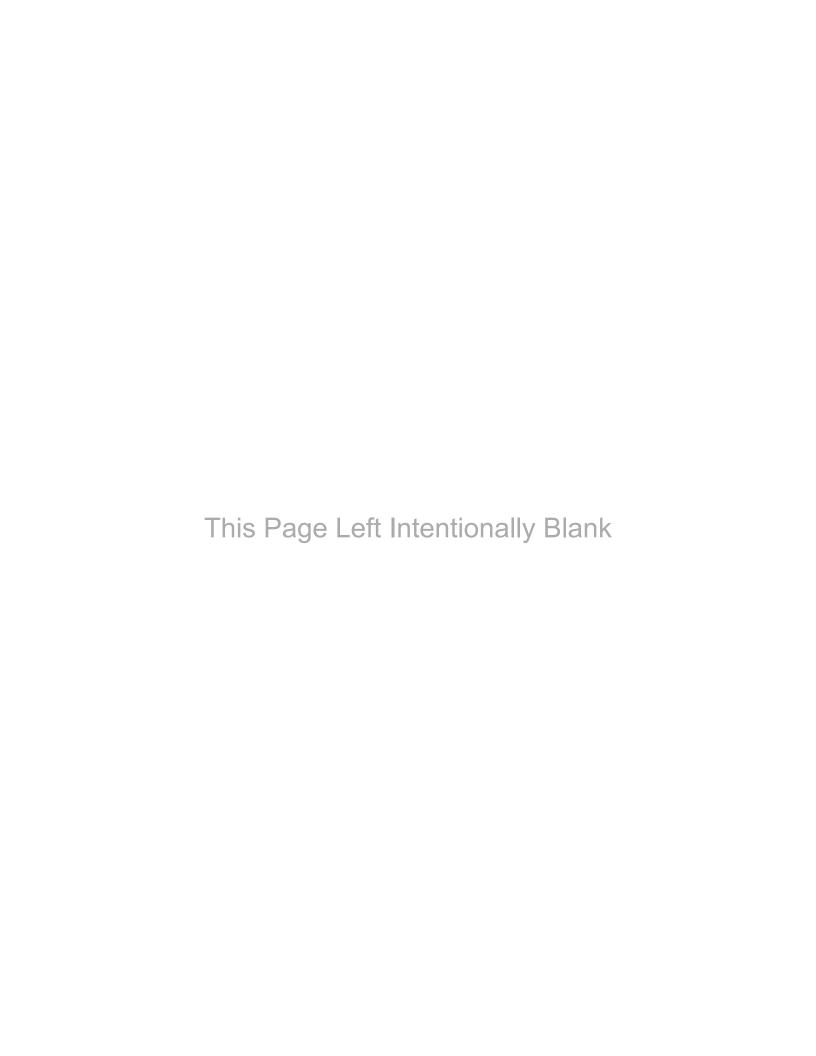
Level II (Phase I) Level II (Phase II) Level III (\*) Activation Dates

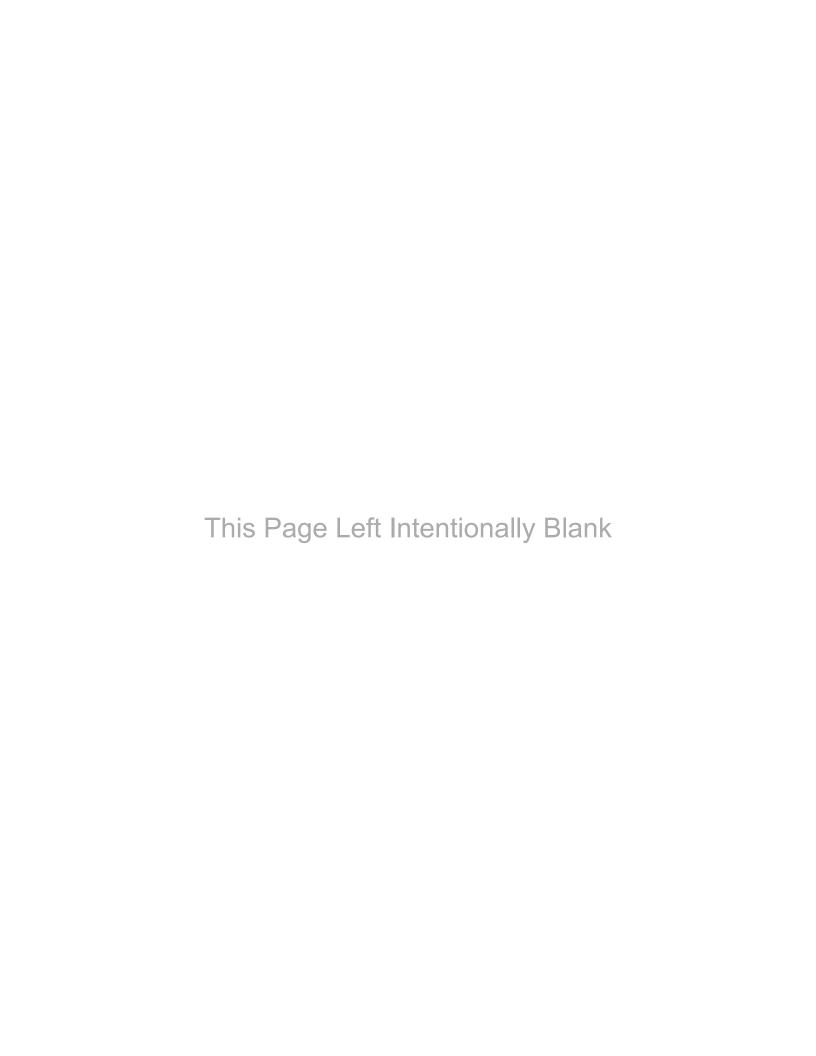
May 26, 2017 August 27, 2019 August 27, 2019



# Golden Rain Foundation Electric Vehicle Charging Station Report <u>July 2022</u>









# Community Call Center Remodel

October 12, 2022



### GOLDEN RAIN FOUNDATION OF LAGUNA WOODS

# Purpose

• To optimize the Call Center's space utilization by adding 11 individual work stations (for a total of 17 new work stations) in a semi-open space that offers visual access for monitoring the work environment.



# Scope of Work

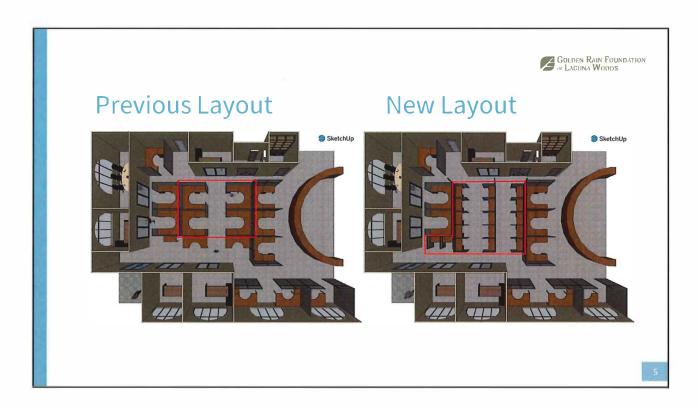
- Removal and temporary storage of 4 existing 8'x8'cubicles and accessories
- Furnish and install 17 new 4'x4' cubicle workstations
- Provide low voltage and high voltage electrical to new cubicles
- Replace carpet and ceiling T-bar and acoustic ceiling tiles as needed
- Masking and protecting the call center area during construction
- Final Cleaning



# Budget

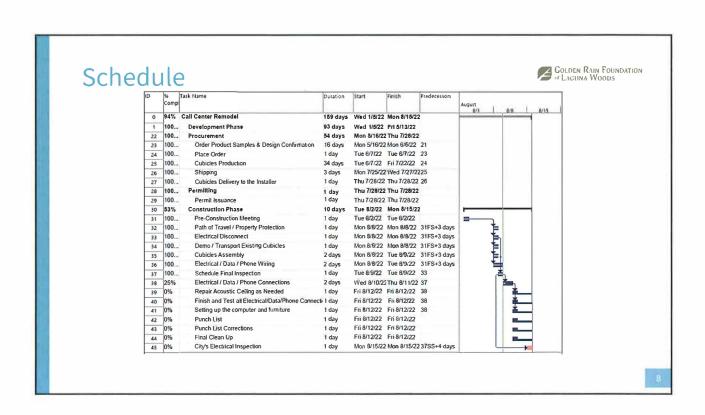
- On April 13, 2022, the M&C Committee voted unanimously to recommend that the Board award a contract to the low bidder, B. Foster Construction, Inc., in the amount of \$65,250 to reconfigure and install new partitions and furniture at the Call Center located on the first floor of the Community Center Building.
- Prior to the start of construction, staff was able to negotiate with the contractor, which subsequently led to a deductive change order in the amount of \$15,371, for a total project cost of \$49,879.

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# Before Photos





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GOLDEN RAIN FOUNDATION of LACUNA WOODS

# **Before Photos**





# **Construction Photos**







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# **Construction Photos**







# **Construction Photos**







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# **Construction Photos**







# After Photos





16

GOLDEN RAIN FOUNDATION of LAGUNA WOODS

# After Photos













15



Thank You





# 2022 GRF – Warehouse Dock Leveler

October 12, 2022





### Description of work:

- Furnish and install a new dock leveler at the Maintenance Warehouse.
- Demolition, sawcut, and patch work
- Installation of new removable safety bollard
- New retractable safety straps for the dock
- Remove all existing wood bumpers
- Install new dock bumpers

3



Demolition, excavation, and rebar installation for the foundation.



New concrete poured in preparation for the leveler installation.





Before: Wood bumpers at the existing warehouse dock



After: New leveler and bumpers installed for the dock



New magnetic straps along the dock area.



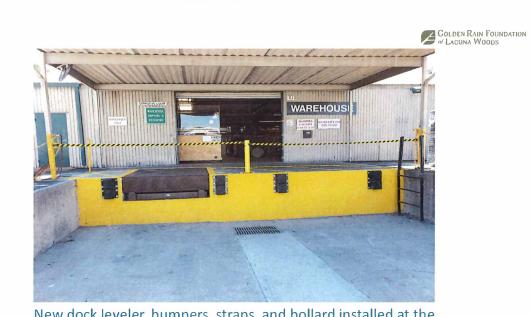
New removable bollards at the center of the dock area.







After: New leveler equipment installed for the dock



New dock leveler, bumpers, straps, and bollard installed at the Maintenance Warehouse.



Fully operational leveler equipment



Leveler lowered to receive equipment and material at the dock



Waterline Change Order: Existing waterline was discovered to be in conflict with the original foundation design. New foundation was designed and approved by the city.



Slab Repair Change Order: Concrete replacement conducted on the existing damaged and cracked slab.



# MAINTENANCE WAREHOUSE DOCK LEVELER COMPLETED ON 09/28/22

ORIGINAL BUDGET AMOUNT: \$16,352.00
CHANGE ORDER (ASBESTOS WATERLINE): \$3,188.00
CHANGE ORDER (SLAB REPAIR): \$952.00
TOTAL COST: \$20,492.00

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THANK YOU







#### **STAFF REPORT**

**DATE:** October 12, 2022

FOR: Maintenance and Construction Committee

**SUBJECT: Equestrian Center Hay Barn Enclosure Options** 

#### RECOMMENDATION

Staff recommends purchasing lightweight curtains to protect the hay bales stored at the equestrian barn. The total estimated cost for this recommendation is \$2,623.

#### **BACKGROUND**

The existing hay barn at the Equestrian Center was built in 1997. The existing structure is used to store equipment and hay bales. The Equestrian Center receives approximately 500 hay bales every six months.

The 2022 Capital Plan included an appropriation in the amount of \$6,000 to enclose the hay barn to protect the stored hay bales against inclement weather.

A structural consultant reviewed the existing hay barn and determined that the structure was not designed to support additional loads for the proposed full enclosure.

### **DISCUSSION**

Staff researched non-structural methods used in the industry to protect hay bales from inclement weather conditions. Storing hay bales on synthetic pallets prevents moisture from wicking up from the ground, which otherwise could potentially damage the stockpile. A quantity of 45 new pallets have been ordered for the next scheduled shipment of hay bales (Attachment 1). The approximately 600 square feet of area resides within the center bay of the existing structure (Attachment 2).

Recommended in combination with the pallets, are two lightweight temporary shade curtains, which can be installed and utilized during rain events to protect the hay bales within the center bay of the existing structure. The proposed lightweight shade curtains can be installed using cables attached to small brackets placed on the existing columns (Attachment 3). These lightweight curtains can be utilized as part of an overall best management practice during forecasted rain events.

A total estimated cost of \$2,623 (Attachment 4), will cover the costs for the proposed shade curtains.

#### **FINANCIAL ANALYSIS**

The 2022 Capital Plan included an appropriation in the amount of \$6,000 for equestrian barn siding or enclosure. The proposed purchase of a lightweight curtain system is fully funded in the amount of \$2,623 from the GRF Facilities Fund.

Prepared By: David Pham, Project Manager

Golden Rain Foundation Equestrian Center Hay Barn Enclosure Options October 12, 2022 Page 2

**Reviewed By:** Guy West, Projects Division Manager

Manuel Gomez, Maintenance and Construction Director Alison Giglio, Interim Recreation and Special Events Director

### ATTACHMENT(S)

ATTACHMENT 1 – Pallet Layout
ATTACHMENT 2 – Pallet Information
ATTACHMENT 3 – Curtain Information
ATTACHMENT 4 – Estimated Cost

Catalog Request

ULINE 1-800-295-5510

Uline Products

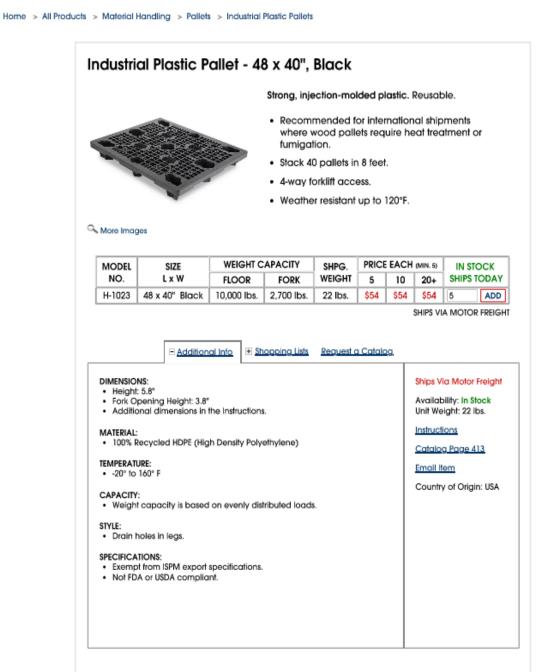
Products

My Account | Contact Us | Sign In | Cart \$110.00 Search

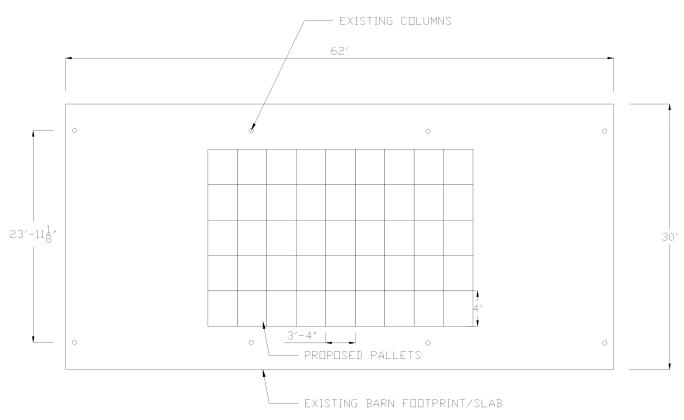
About Us

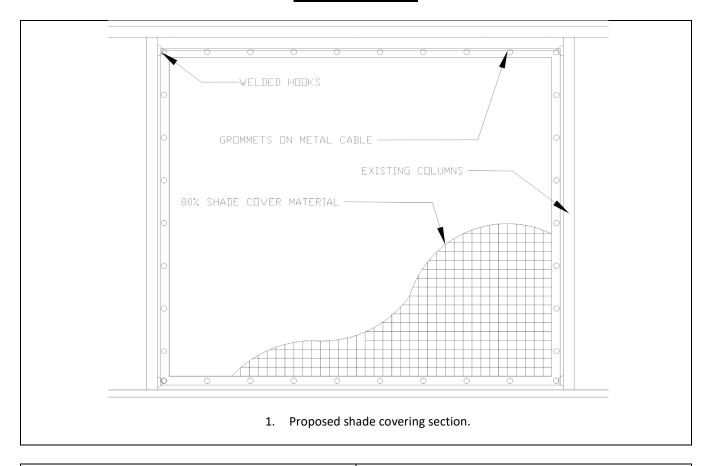
Special Offers

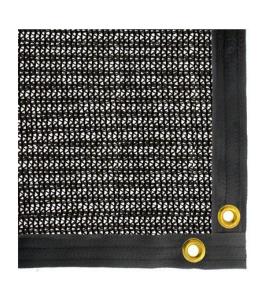
Quick Order











2. 80% Shade Covers with grommets.



 Hooks to be welded to existing columns to support the new shade coverings.

Shade Curtain Estimate					
Description	Quantity	Unit Cost	Total		
80% Shade Curtain	2	\$242.00	\$484.00		
Est Tax (8%)			\$38.72		
Shipping			\$100.00		
		Subtotal	\$622.72		

Estimated Installation				
Description	Quantity	Unit Cost	Total	
Estimated Installation	LS	\$ 2,000.00	\$2,000.00	
		Subtotal	\$2,000.00	

TOTAL	
2 Curtains for One Bay	\$622.72
Install 2 Shade Curtains	\$2,000.00
Total:	\$2,622.72







# **EQUESTRIAN CENTER LIGHTING**

October 12, 2022

# 2023 GRF BUSINESS PLAN

 Funding of \$100,000 was recommended and approved for a new Equestrian Center Arena Lighting System needed to provide lighting for arena and pathways. The new lighting will enhance safety for resident boarders and their horses as many residents prefer to visit the center in the evenings. Added lighting will also assist in attracting additional boarders to our facility.

# **NEXT STEPS**

- Meet at the Equestrian Center to walk grounds and discuss lighting needs and options
- Retain a lighting consultant to provide calculations, specifications, locations and plans
- Entertain options for solar powered lighting (pros and cons)
- Power requirements and source
- City requirements for stadium lighting

3

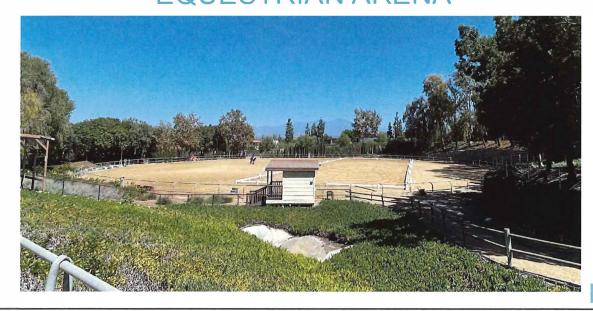
# LIGHT LOCATIONS



# STABLE AREA



EQUESTRIAN ARENA



# SOLAR LIGHTS PROS AND CONS



### Pros:

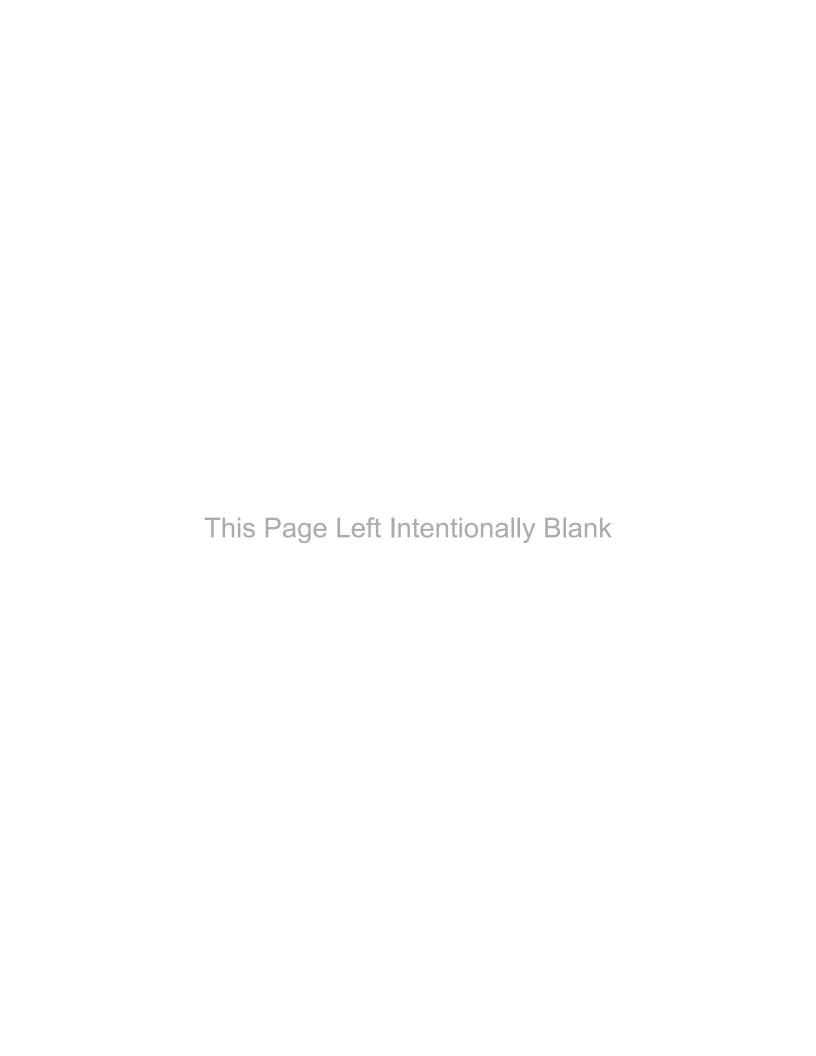
- No electric energy cost
- Hassel-free installation
- Low maintenance cost
  - Smart controls

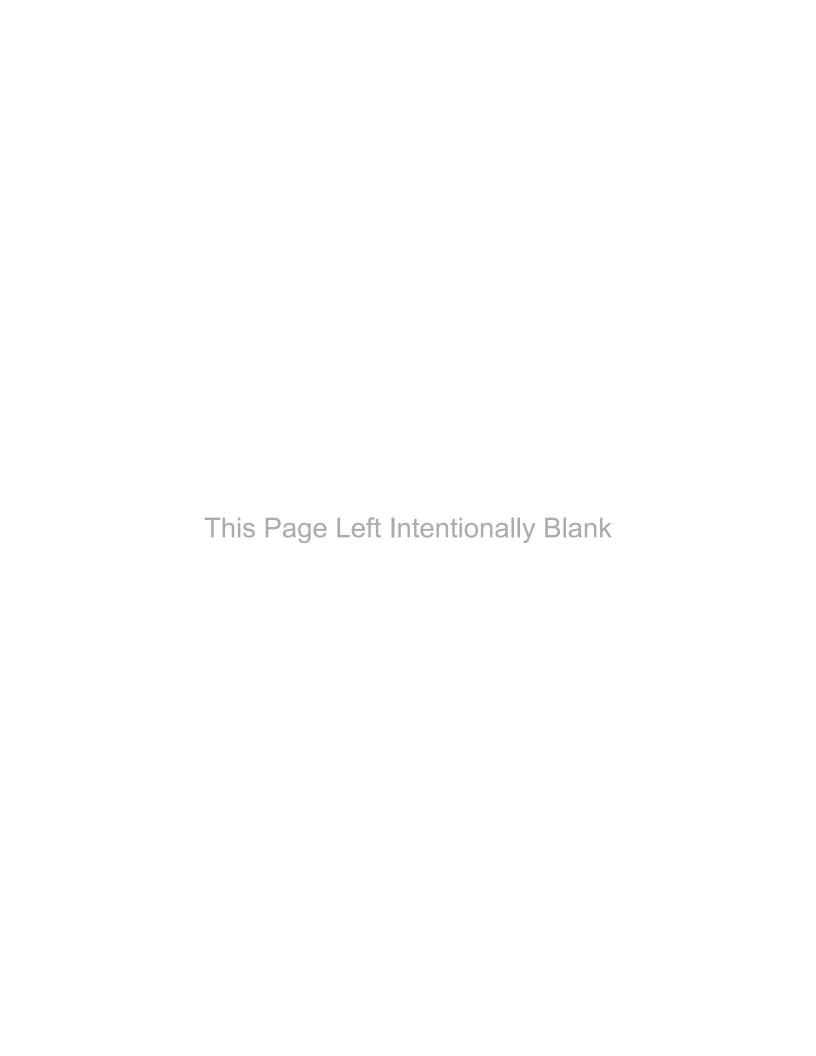
### Cons:

- Requires sun to charge battery
- Panels require regular cleaning
- Solar technology and products rapidly changing

THANK YOU

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# **EQUESTRIAN CENTER GATES**

October 12, 2022





## 2023 GRF CAPITAL PLAN

Funding of \$75,000 was recommended and approved for construction and installation of new security fencing and gate needed to properly secure the facility. The new fencing will also discourage unauthorized visitors from entering the facility after hours.



## **NEXT STEPS**

- Meet with Equestrian Center staff to determine the facility's requirements for the proposed security gates.
- Establish gate materials, type, and security equipment needs with the on-site staff.
- Meet with gate vendors to review the different viable options to secure the facility during and after working hours.

3



## **DEFINING SCOPE**

- Establish gate details:
  - Fence and gate material
  - Gate locations, grades and swing radius
  - Type of gate: automated gates, power requirements and source
  - Type of access: RFID, card reader, fire department access
  - Security equipment: Key card readers, closed circuit cameras, phone access



