



OPEN MEETING

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**

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: <https://us06web.zoom.us/j/99465596924> or by calling 669-900-6833 Access Code: [99465596924](https://us06web.zoom.us/j/99465596924)
2. Via email to meeting@vmsinc.org 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
2. Acknowledgement of Media
3. Approval of the Agenda
4. Approval of Meeting Reports
 - a. June 8, 2022 – Regular Open Session
 - b. June 29, 2022 – Special Open Session
5. Chair's Remarks
6. 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
9. ChargePoint Summary

Items for Discussion and Consideration:

10. Gate 12 Security Cameras – Chuck Holland, Information and Resident Services Director
11. EV Charging – Verbal Update
12. PAC Beautification – PowerPoint Presentation
13. Space Planning & Building E Replacement - PowerPoint and Group Discussion

Future Agenda Items: *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
15. Date of Next Meeting: October 12, 2022
16. Recess - At this time, the meeting will recess for a short break and reconvene to Closed Session to discuss the following matters.

Closed Session Agenda

Approval of the Agenda

Chair's Remarks

Discuss and Consider Contractual Matters

Adjournment

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

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

Wednesday, June 8, 2022 – 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom

MEMBERS PRESENT: Egon Garthoffner - Chair, Jim Cook, Ralph Engdahl, Gan Mukhopadhyay, Lenny Ross, Sue Stephens

MEMBERS ABSENT: Cash Achrekar

OTHERS PRESENT: **GRF:** Bunny Carpenter, Reza Karimi, Juanita Skillman
Third: John Frankel
Advisors: Steve Leonard, Carl Randazzo and Bill Walsh
Richard Rader

STAFF PRESENT: Guy West – Projects Division Manager, Manuel Gomez – Maintenance & Construction Director, 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 9:30 a.m.

2. Acknowledgement of Media

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

3. Approval of the Agenda

Director Ross requested that EV Charging Update be added to the agenda as Item 15. Hearing no objection, the agenda was approved as amended.

4. Approval of Meeting Report for April 13, 2022

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

Chair Garthoffner stated that he would comment during each agenda item.

6. Member Comments

- A member commented that she looks forward to a status update on the EV charging.
- A member commented that projects that have already been approved, be moved forward.

7. Department Head Update

Mr. West reported that results from the RFP for the Clubhouse 1 Interior Designer Consultant will be presented, and a staff recommendation will be made, at the June 24, 2022, Clubhouse Renovation Ad Hoc committee meeting.

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.

8. Project Log

Chair Garthoffner updated the committee on the status of each item. Staff answered questions from the committee.

Items for Discussion and Consideration:

9. Employee Parking Lot Lighting Status Update – Verbal Report, Staff

Mr. West provided a PowerPoint update on the project which was completed on April 18, 2022 and then answered questions from the committee. Comments included that this style of lighting fixture is being considered for two areas of the Equestrian Center.

10. Call Center Remodel Status Update – Verbal Report, Staff

Mr. West stated that the contract has been executed and the materials ordered. The project is estimated to be completed by the end of July, 2022.

11. EMS Status Update – Verbal Report, Staff

Mr. Mejia provided an update and answered questions from the committee. Discussion ensued regarding the current analog Legacy system; the lack of parts due to age of system; and having to revert back to thermostats in some areas. Mr. Barnette clarified that changing the controller is not a solution as the analog system will not communicate with a digital EMS system.

Also discussed were the benefits to converting to an EMS including savings over time; remote as well as local control; running the system only when needed; and system reports when

there are failures so service technicians can be alerted.

Mr. Mejia stated that the new HVAC system in Clubhouse 3 separated the office space from the main auditorium to save energy; is compatible with an EMS; and would be a good option for an EMS system. Mr. Mejia suggested obtaining quotes to update the system with an EMS and presenting them to the committee at a future meeting.

12. MelRok Energy Management System – Verbal Report, Staff

Mr. Mejia updated the committee and answered questions. There was discussion regarding the cost; approximate installation date; availability of reports; prior work done by the Village Energy Task Force; and the idea of utilizing the system at the Community Center since the HVAC units would be compatible.

Staff offered to invite the CEO of MelRok to a future meeting to provide information to the committee.

13. Building E Feasibility Study – Verbal Report, Staff

Mr. West informed the committee that the consultant will present the feasibility study to the committee at 1:30 p.m. on June 29, 2022, at a special meeting of the GRF M&C Committee.

14. Proposed Clubhouse Maintenance Program – Verbal Report, Chair Garthoffner

Chair Garthoffner presented his list of ideas and elaborated on each topic which included Records Keeping on New Enterprise Computer System, Develop Inspection Schedule, Checklists as Appropriate, Maintenance Records, and Photo and Digital Records as Appropriate. Staff answered questions from the committee regarding records, technician assignments, and inspection schedules.

15. EV Charging Update – Verbal Update

Mr. Mejia provided an update to the committee. Discussion ensued regarding the costs which would be covered by the SCE Charge Ready 2 Program; the remaining clubhouse site that SCE is scheduled to evaluate; the 10-year commitment required by SCE; the approximate number of registered EVs in the village; whether the EV owners should shoulder the cost of the charging stations; infrastructure and funding available within each mutual as well as GRF; and the convenience and perceived value of having this amenity within the village.

Staff offered to hold a special meeting of the committee if SCE returns a positive evaluation of the remaining site should that report not coincide with a regular M&C committee meeting.

Staff was directed to include EV Charging Update on future agendas.

Staff was directed to provide a Community Center ChargePoint summary.

Open House for Contractors

Mr. West answered questions from the committee about staff responsibilities and use of specialty contractors; possible reasons few bids are received for certain jobs; and if the current contractors are still the lowest bidders. After discussion, the committee agreed that the present method of soliciting contractors was acceptable.

Staff was directed to remove this item from future agendas.

Concluding Business:

15. Committee Member Comments

- Chair Garthoffner commented that he would like to schedule a special meeting to discuss EV charging.
- Chair Garthoffner also commented that a committee workshop will be scheduled in July.
- Director Ross commented on the merging lanes and security arms at the Gate 3 entrance.
- Director Ross also commented that as a realtor, EV charging at Clubhouses is a valuable amenity.
- Advisor Walsh commented that there are many dark areas in the community and expressed interest in costs for additional light poles.
- Director Carpenter commented on the MelRok system.
- Director Carpenter also commented that GRF is not totally responsible for providing EV charging and the mutuals need to work with GRF to find a solution.
- Advisor Leonard commented that he is resigning as an advisor to the committee and the August 10, 2022 meeting will be his last.

16. Date of Next Meeting: August 10, 2022

17. Adjournment

The meeting was adjourned at 12:45 p.m.



Egon Garthoffner, Chair

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

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SPECIAL OPEN MEETING

**SPECIAL MEETING OF THE GOLDEN RAIN FOUNDATION
MAINTENANCE AND CONSTRUCTION COMMITTEE***

**Wednesday, June 29, 2022 – 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

MEMBERS PRESENT: Egon Garthoffner – Chair, Cash Achrekar, Jim Cook, Ralph Engdahl, John Frankel, Gan Mukhopadhyay, Sue Stephens

MEMBERS ABSENT: Lenny Ross

OTHERS PRESENT: **GRF:** Elsie Addington, Bunny Carpenter, Debbie Dotson, James Hopkins, Yvonne Horton, Juanita Skillman, Judith Troutman
United: Diane Casey
Ajit Gidwani, Carl Randazzo, Bill Walsh - Advisors

STAFF PRESENT: Manuel Gomez – Maintenance & Construction Director, (in for Guy West), Siobhan Foster – Chief Executive Officer, Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Jose Campos – Assistant Director of Finance, Steve Hormuth – Financial Services Director, Brian Gruner – Recreation and Special Events Director, Robert Carroll – General Services Director, Carrie Weldon – Human Resources Director, Rodger Richter – Project Manager, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Garthoffner called the meeting to order at 1:30 p.m.

2. Acknowledgement of Media

Chair Garthoffner noted no members of the media were present.

3. Approval of the Agenda

The agenda was amended to reflect that a closed session would follow this meeting. Hearing no objection, the agenda was approved as amended.

4. Chair's Remarks

Chair Garthoffner stated that he will make his remarks at the appropriate time.

5. Member Comments

None.

6. Department Head Update

None.

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 were no items on the Consent Calendar.

Items for Discussion and Consideration:

7. Building E Feasibility Study and Solicitation of Proposals for Project Management Services

Mr. Gomez introduced Mr. Rengel and provided a brief overview of the Building E Feasibility Study.

Richard Rengel of Rengel+co Architects presented the Feasibility Study via PowerPoint and answered questions from the committee.

Discussion ensued regarding costs associated with the types of buildings options; space needed for constructing a new building; proposed square footage of building; traffic; and cost estimate. Chair Garthoffner discussed his Important Considerations via PowerPoint.

The committee discussed various opinions and options. Mr. Gomez answered questions and elaborated on the history of the project; the number of staff at Building E; which departments are proposed to be located at Building E; and that no new staff is being added.

After several motions were made and ultimately rescinded, staff was directed to offer site tours of Buildings D and E, and return at the August 2022 M&C Committee meeting with supporting documentation to confirm location and work space requirements associated with Building E and possible alternatives.

Concluding Business:

8. Committee Member Comments

None.

9. Recess

The meeting was recessed at 3:56 p.m.



Egon Garthoffner, Chair

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GRF Project Log (July 2022) Prepared August 1, 2022						
	Type	Name	Description	Status	Estimated Completion	Budget
1	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.	Scheduled work: 1. PAC HVAC UVC Lighting System 2. PAC Dining Room Kitchens, Billiards Room and Rehearsal Room Improvements	On-going	Budget: \$1,000,000 Exp: \$672,052 Balance: \$327,948
2	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.	The UVC lighting installation is in progress and scheduled to be completed the first week of August.	8/5/2022	Change Order Budget: \$21,548 Exp: \$0 Balance: \$21,548
3	920 Projects	PAC Dining Room Kitchens, Billiards Room and Rehearsal Room Improvements	Funding for this project is allocated for improvements to install new commercial grade flooring, ceiling tiles, baseboards, wall carpet, chair rails, window film, chair upholstery, as well as painting the walls, ceiling grid, doors and casing in the billiards room, rehearsal room and two kitchens.	The work is substantially completed and the construction areas are ready for operation.	8/31/2022	Budget \$88,188 Exp: \$0 Balance: \$88,188
4	920 Projects	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.	Staff is preparing report for the October 2022 M&C Committee Meeting.	TBD	Budget: \$150,000 Exp: \$0 Balance: \$150,000
5	920 Projects	Community Center First Floor Renovation Project	Funding for this project is allocated for the reconfiguration of Resident Services located in the Community Center.	An award of contract was approved at the May 3 GRF Board meeting and the contract has been fully executed. The furniture has been shipped, awaiting delivery and construction is tentatively scheduled to begin the second week of August.	9/30/2022	Revised Budget: \$150,000 Exp: \$19,223 Balance: \$130,777
6	920 Projects	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.	11/15/2023	Budget #1: \$138,000 Budget #2: \$500,000 Exp: \$59,183 Balance: \$578,817

	Type	Name	Description	Status	Estimated Completion	Budget
7	922 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 HVAC equipment has been ordered and is scheduled to arrive in September. Installation to begin in September.	10/30/2022	Budget: \$300,000 Exp: \$0 Balance: \$300,000
8	920 Projects	Replace Welding Shop	Funding for this project is allocated to replace the existing Welding Shop with a pre-engineered 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.	3/31/2023	Budget: \$375,000 Exp: \$22,535 Balance: \$352,465
9	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.	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. The locations for seal coat work are Alta Vista, Clubhouse 5, Ronda Granda, Via Mariposa Loop, Via Puerta and Via Vista.	9/1/2022	Budget: \$904,091 Exp: \$2,858 Balance: \$901,233
10	920 Projects	Shepherd's Crook at Gate 3	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 annual contract has been fully executed. Landscape clearing and grubbing has been completed. The fencing material is currently in fabrication and installation is scheduled for September.	9/30/2022	Budget: \$35,000 Exp: \$0 Balance: \$35,000
11	920 Projects	Hay Barn Enclosure	Funding for this project is allocated to enclose the hay barn located in the Equestrian Center.	Staff presented a verbal report to the M&C Committee and is researching alternative options for this project.	TBD	Budget: \$6,000 Exp: \$0 Balance: \$6,000

	Type	Name	Description	Status	Estimated Completion	Budget
12	920 Projects	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. Staff is working with the GRF M&C Committee on the design process. A kick-off meeting has been tentatively planned for August.	11/30/2022	Budget: \$1,250,000 Exp: \$3,264 Balance: \$1,246,736
13	900 Maintenance Division	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 October 2022 M&C Committee and then to the Board.	TBD	Budget: \$TBD Exp: \$0 Balance: \$0
COMPLETED GRF PROJECTS						
	920 Projects	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
	920 Projects	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
	920 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
	920 Projects	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 process for payment.	7/1/2022	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	7/31/2022	Budget: \$66,696 Exp: \$26,575 Balance: \$40,121

		Type	920 Projects	Name	PAC Renovation Maintenance Upgrades	Description	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.	Status	<p>Work completed to date:</p> <ul style="list-style-type: none"> 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 	Estimated Completion	On-going	Budget	<p>Budget: \$1,000,000 Exp: \$672,052 Balance: \$327,948</p>
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Golden Rain Foundation

Electric Vehicle Charging Station Report

July 2022

(*) Activation Dates		
Level II (Phase I)	May 26, 2017	
Level II (Phase II)	August 27, 2019	
Level III	August 27, 2019	

Golden Rain Foundation
Electric Vehicle Charging Station Report
July 2022

