



SPECIAL OPEN MEETING

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

**Thursday, December 1, 2022 – 3:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Reza Karimi – Chair, Gan Mukhopadhyay – Co-Chair, Jim Cook, Ralph Engdahl, Egon Garthoffner, Lenny Ross (for United), Sue Stephens
Advisors Ajit Gidwani, Carl Randazzo, Bill Walsh

MEMBERS ABSENT: Reza Bastani, Mary Simon

OTHERS PRESENT: **GRF:** Elsie Addington, Bunny Carpenter, Debbie Dotson, James Hopkins, Yvonne Horton, Joan Milliman, Juanita Skillman
Third: Moon Yun
VMS: Rosemarie diLorenzo, Norman Kahn

STAFF PRESENT: Manuel Gomez - Maintenance & Construction Director, Siobhan Foster – CEO/General Manager, Carlos Rojas – Operations Director, Bart Mejia-Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Guy West –Projects Division Manager, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Karimi called the meeting to order at 3:30 p.m. A short recess was called to resolve technical difficulties and the meeting resumed at 3:45 p.m.

2. Acknowledgement of Media

Chair Karimi noted that no media was present.

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Chair's Remarks

None.

5. Member Comments

None.

6. Department Head Update

Mr. Gomez informed the committee that the agenda would include one item and that additional photocopies of the agenda packet would be available before the end of the 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.

7. None

Items for Discussion and Consideration:

8. Building E Space Utilization Study Request for Proposals (RFP)

Mr. Gomez delivered a PowerPoint presentation detailing the history of the Building E project including the meeting dates and prior actions taken by the M&C Committee and Board since June 2021. Included in the presentation was criteria that is recommended be included in the RFP regarding number of staff in various departments presently located in Building E and D; the GRF facilities that would be included; and target completion dates for the RFP schedule.

Discussion ensued and Mr. Gomez answered questions from the committee. Comments included the potential number of single offices needed; relocating table tennis; and a mandatory pre-proposal meeting to further define the criteria included in the RFP.

Staff was directed to remove language from the Specification of Work indicating that new locations would be considered in relocating staff.

A motion was made by Director Ross and seconded by Director Engdahl to recommend

that the GRF Board of Directors authorize staff to release the Request for Proposal for the Building E Space Utilization Study. The motion passed by unanimous consent.

Concluding Business:

9. Committee Member Comments

- Director Ross commented that while the space utilization study needs to be done, there is an immediate need to relocate staff from Building E to a more suitable location.
- Director Garthoffner thanked Director Laws and Director Ross for putting this space utilization issue forward.
- Advisor Gidwani commented that Building E is a necessity and, once replaced, will stand for many years in the future.
- Director Mukhopadhyay commented that it is time to move forward and make a decision one way or the other.
- Director Engdahl concurred with Director Mukhopadhyay.
- Chair Karimi thanked the committee and stated he is looking forward to resolving the issue with Building E in a timely fashion.

10. Date of Next Meeting: Monday, December 12, 2022 at 1:00 p.m. at Clubhouse 5

11. Adjourn – The meeting was adjourned at 4:30 p.m.



Reza Karimi, Chair

Reza Karimi, Chair
Gan Mukhopadhyay, Co-Chair
Guy West, Staff Officer
Telephone: (949) 268-2380