

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

Wednesday, October 13, 2021 – 9:30AM
Hybrid - **Open & Virtual Zoom Meeting**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions regarding virtual meetings using one of 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
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 Report for August 11, 2021
5. Chair's Remarks
6. Member Comments

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. Project Log

Items for Discussion and Consideration:

8. Additional Solar Lighting at Employee Parking Lot (Bart Mejia)
9. History & Usage of EV Charging Stations at Community Center (Bart Mejia)
10. Golf Driving Range Update
11. Clubhouse 4 & 6 Transfer Switch Capital Project
12. Resident Services Break Room Project.

Items for Future Agendas:

- Epoxy Line Remediation at the Golf Starter Building (Dec)
- Building E Assessment
- Electric Gate at Garden Center II

Concluding Business:

- Committee Member Comments
- Date of Next Meeting: December 8, 2021
- Adjournment

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

Egon Garthoffner, Chair
Guy West, Staff Officer
Telephone: 268-2281

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

Wednesday, August 11, 2021 – 9:30 A.M.
Virtual On-line Meeting

MEMBERS PRESENT: Egon Garthoffner - Chair, Gan Mukhopadhyay, Debbie Dotson, John Frankel, Ralph Engdahl, Carl Randazzo, Advisors Bill Walsh and Steve Leonard

MEMBERS ABSENT: Brian Gilmore, John Carter

OTHERS PRESENT: Bunny Carpenter, Dick Rader, Sue Stephens Juanita Skillman

STAFF PRESENT: Guy West – Staff Officer, Bart Mejia, Ian Barnette, Brian Gruner, Tom McCray, Laurie Chavarria

1. Call to Order

Chair Garthoffner called the meeting to order at 9:32 a.m.

2. Acknowledgement of Media

Chair Garthoffner noted no members of the media were present.

3. Approval of the Agenda

Staff Officer Guy West added a discussion on the SCE Charge Ready 2 program to the agenda Item 9a.

The agenda was approved as amended.

4. Approval of Meeting Report for June 16, 2021

Advisor Leonard noted that changes to the attendee list and a meeting date were needed on the first page of the meeting report for June 16th. Staff made the corrections during the meeting.

The meeting report for June 16, 2021 was approved as amended.

5. Chair's Remarks

Chair Garthoffner had no remarks.

6. Member Comments (Items Not on the Agenda)

There were no member comments.

7. Department Head Update

Mr. West introduced Facilities Manager, Baltazar (Bart) Mejia and gave a brief synopsis of his background and the work he will be overseeing for the Village. Mr. Mejia also gave an update on the solar light at the Employee Parking Light.

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 consent calendar was pulled for Discussion.

8. Project Log

Chair Garthoffner reviewed each item of the Project Log with the Committee.

Mr. West responded to all questions and comments.

Reports:

9. EV Growth in LWV and EV Charging Stations (Director Dotson)

Director Dotson reviewed a PowerPoint presentation she prepared regarding the installation of electric vehicle charging stations, and answered questions from the Committee.

Discussion ensued regarding a report that provides the number of times a manor has new owners or new lessees; the benefit of sensibly deciding on how many charging stations are needed and where they should be placed; need cost benefit analysis before a decision could be made due to the 10-year operations and maintenance (O&M) requirement for each installed charging station; annual review of electric vehicle registrations is needed to keep track of growth; data related to the type and number of electric vehicles may not be accurate due to data input errors; electrical infrastructure in United will not support multiple electric vehicle charging in the carports; and the idea of placing EV charging stations at Clubhouse 7 only.

9(a). SCE Charge Ready 2 Program – Submitted Applications and Proposed Locations

Staff Officer Guy West was going to review the nine applications, and proposed EV charging station locations that were submitted to SCE for grants through the Charge Ready 2 program, however the Committee did not want to review the presentation at this time. Staff was asked to wait to see what SCE comes back with.

Discussion ensued regarding the utilization of the existing EV charging stations at the Community Center; and a cost analysis for immediate and long-range expenditures for EV charging stations.

By consensus, staff was directed to schedule a meeting with the SCE Representative to discuss the program, and to help understand the probable costs involved. Additionally, staff was asked to provide an estimated cost analysis for review at a future meeting.

10. First Floor Break Room in Resident Services

Staff Officer Guy West provided the Committee with information related to the expenditures incurred to date.

11. UV Lighting for PAC and Broadband HVAC Facilities

Staff Officer Guy West provided an update on the cost to add a UV lighting system to the Performing Arts Center (\$22k) and Broadband Building (\$18k).

Discussion ensued regarding if the addition of the UV light equipment will cause any damage to the HVAC system; UV light systems placed in the supply plenums; the Broadband HVAC replacement will be like for like; effectiveness of ion generation and UV light systems; HEPA filters clean the air but may corrode the HVAC system over time; the mini-splits for the office at the PAC will have a filtration system; and that ion generation systems may not fully protect residents and staff from the COVID-19 virus.

12. Senate Bill 326 Inspections

This item was discussed during the Department Head Update.

13. Driving Range Update

Recreation Director Brian Gruner provided an update on an irrigation design proposal that was received from Fairway for \$6,000.

The tasks that need to be completed to move this project forward are the following three items –

1. Determine what grading is needed to ensure the site drains properly.
2. Determine the proper irrigation system for the terrain.

3. Contact a Landscape Company for costs on conditioning and installation of the turf.

By consensus, staff was asked to set up another field meeting with landscape and grading contractors to discuss next steps.

14. Window Coverings for both Dining Rooms at the Performing Arts Center (PAC)

Recreation Director Brian Gruner discussed the need for new window coverings in both dining rooms at the PAC, and provided a quote for the work. A further review of this topic and a recommendation will be discussed in closed session.

Chair Garthoffner asked Mr. Gruner to discuss the challenges that staff is facing with the existing sound system.

Additionally, Mr. Gruner provided an update on stage lighting and executing an agreement for an analysis and recommendation. A proposal was received from Nautilus out of San Diego in the amount of \$4,300.

Discussion ensued regarding the need to upgrade all outdated systems to effectively utilize the Performing Arts Center; Advisor Leonard has volunteered to review proposals for sound systems to help ensure the Performing Arts Center receives what is needed most.

Items for Future Agendas:

- Employee Parking Lot Lighting
- Building E Assessment
- Epoxy Line Remediation at the Golf Starter Building
- Electric Gate at Garden Center II

Concluding Business:

15. Committee Member Comments

- Advisor Walsh welcomed Mr. Mejia to VMS.
- Chair Garthoffner commented that a Clubhouse Renovation Ad-hoc Committee meeting will be scheduled soon.
- Director Mukhopadhyay commented on the Clubhouse 1 project.

16. Date of Next Meeting: October 13, 2021.

17. Recess: The meeting was recessed at 12:30pm.

Egon Garthoffner, Chair

GRF Project Log (September 2021)

#	Type	Name	Description	Status	Estimated Completion	Budget
1	920 Projects	PAC Renovation Maintenance Upgrades	Funding for this project is allocated for the maintenance and safety upgrades at the Performing Arts Center. On June 22nd the Corporate Members voted against completing the PAC maintenance improvements as submitted. A report to rescind the supplemental appropriation was approved on September 1, 2020.	At the June 7, 2021, GRF Capital Review Budget meeting, the Board restructured the capital funding for the PAC. The Board defunded all but \$1,000,000 which will be used for current & future maintenance upgrades. The total current expenditures of \$188,238 include: Theater Curtain Maintenance: \$20,978 PAC Lightbulb Conversion: \$57,948 Dining Room Upgrades: \$109,312	On-going	Budget: \$1,000,000 Exp: \$188,238 Balance: \$811,762
2	920 Projects	PAC Dining Room and Lobby Upgrades	Funding for this project is allocated to paint walls and clean lobby carpets, as well as to install new flooring, wall carpet, acoustic ceiling tiles and paint in both dining rooms.	The dining and lobby upgrade work began in March and is scheduled to be completed at the end of September.	September 2021	Contract Budget: \$113,816 Exp: \$109,312 Balance: \$4,504
3	920 Projects	PAC HVAC Replacement	Funding for this project is allocated to replace existing HVAC system components and install ion generator filtration.	Pre-construction began March 2021. The HVAC split systems have been installed in the office, sound booth and audio visual room. On August 9, the existing heavy equipment was removed from the roof and disposed of. The new replacement equipment has been placed into position on the PAC roof by crane. Work is scheduled to be completed in September.	September 2021	Contract Budget: \$515,406 Exp: \$0 Balance: \$515,406
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 received design/build proposals to design and replace the existing emergency generator with a new emergency generator appropriately sized to power the entire facility. At the February 10, M&C Committee meeting, the Committee placed this project on hold pending a microgrid analysis.	ON HOLD TBD	Budget: \$150,000 Exp: \$0 Balance: \$150,000
5	920 Projects	Transfer Switches for Clubhouses 4 & 6	Funding for this project is allocated for the installation of new transfer switches in order to accept future emergency generators that will power the clubhouses in the event of a disaster.	At the February 10 M&C Committee meeting, staff was directed to place this project on hold for further review of the facility's emergency power needs and a microgrid analysis.	ON HOLD TBD	Budget: \$100,000 Exp: \$0 Balance: \$100,000
6	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.	Plans for the new break room have been reviewed and approved for permit issuance by the City of Laguna Woods. The Committee placed this project on hold until further notice.	ON HOLD TBD	Revised Budget: \$150,000 Exp: \$7,223 Balance: \$142,777

7	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.	A site meeting was held on February 24 to observe the condition of the grounds. The M&C Committee directed recreation staff to consult with Troon Golf and obtain a second opinion on the current golf range design. Recommendations from Troon Golf were received and presented at the April 14, M&C Committee meeting. On April 29, the Committee met on site with Troon Golf. Staff was directed to work with the Troon representative on a plan to reduce costs by isolating specific areas of the range where work will occur relative to grading, irrigation, drainage and grass seed selection. The current landscape architectural and civil plans were discussed at prior M&C Committee meetings and will not be used at this time. Staff was directed to retain the services of a grading contractor to provide current site elevations to determine a minimal grading scope of work to return the site to its original grade and provide sufficient drainage.	TBD	Budget #1: \$138,000 Budget #2: \$500,000 Exp: \$60,466 Balance: \$439,534
7	920 Projects	Gate 16 Driving Range Improvements (Continued)	Continued	A site meeting was held on August 24, and the golf driving range landscape scope of work was discussed and staff was directed to request a cost estimates to amend the soil and plant new turf.	TBD	Continued
8	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.	The installation of one pilot light pole at the Maintenance Service Center parking lot was completed on March 5. Staff is waiting on further instruction from the M&C Committee.	ON HOLD TBD	Budget: \$250,000 Exp: \$10,497 Balance: \$239,503
9	920 Projects	Broadband HVAC System	Funding for this project will include the installation of five new HVAC units to replace the existing 17 year old HVAC system at the Broadband Building Data Center.	The M&C Committee requested pricing from AMS to replace the existing HVAC equipment at the Broadband building. At the August 11, 2021 M&C meeting, staff provided an update on the proposed scope of work and preliminary cost estimates for replacing the aged system. Staff was directed to solicit new pricing with a reduced scope of work.	2021	Budget: \$300,000 Exp: \$0 Balance: \$300,000

10	920 Projects	Replace Welding Shop	Funding for this project is allocated to replace the existing Welding Shop with a pre-engineered metal building.	The design phase of the project was completed in 2020. At the February 10, M&C Committee meeting an update was provided and staff requested direction to move forward. No action was taken on this project during the meeting. Staff has placed this project on hold until additional direction is received.	ON HOLD TBD	Budget: \$275,000 Exp: \$0 Balance: \$275,000
11	920 Projects	Tennis Court Resurfacing	Funding for this project will replace the existing tennis court surface application, in accordance to the industry practice which is every five years, and apply a new court application.	The tennis court contractor started resurfacing courts 1, 2 and 5 on September 7. The contractor will resume work for the other courts on October 4, after the tennis tournament, to complete the remaining courts.	TBD	Budget: \$60,000 Exp: \$0 Balance: \$60,000
12	920 Projects	Building E Assessment and Design Development	Funding for this project will provide an assessment of the work needed on the building and develop a design based on the assessment.	Staff was directed by the M&C Committee to advertise an RFP for a feasibility study to determine the most economical option for a building replacement. The RFP was advertised in August and a pre-bid meeting was held on September 1. Proposals were received and will be shared at a future closed M&C Committee meeting.	TBD	Budget: \$50,000 Exp: \$0 Balance: \$50,000
13	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 2021 installation of a minimum 300 linear feet of Shepherd's Crook fencing is planned along the Gate 3 entrance. Fencing material is currently in fabrication. Installation is tentatively scheduled to begin in October.	Annual Program - December 2021	Budget: \$35,000 Exp: \$3,192 Balance: \$31,808
Completed Projects/Programs						
	920 Projects	Gymnasium Wall Padding	Funding for this project is allocated to replace existing gymnasium wall padding and to install additional wall padding to increase the safety during game play.	COMPLETED	February 2021	Budget: \$45,000 Exp: \$39,954 Balance: \$5,046
	920 Projects	PAC Theater Curtain Cleaning, Repairs and Fire Proofing	Funding for this project is allocated to clean, apply new fire retardant and make minor repairs to the theater curtains as applicable.	COMPLETED	May 2021	Contract Budget: \$20,978 Exp: \$20,978 Balance: \$0

	920 Projects	Clubhouse 2 Lawn Bowling Re-Roof	Funding for this project will replace the existing flat roof hot tar built up roof at the Clubhouse 2 Lawn Bowling building with a PVC cool roof system.	COMPLETED	April 2022	Budget: \$30,000 Exp: \$25,259 Balance: \$4,741
	920 Projects	PAC Lightbulb Conversion to LED	Funding for this project is allocated to replace the incandescent lightbulbs with LED lightbulbs throughout the entire Performing Arts facility.	COMPLETED Change orders are for repair work not included in the original scope.	June 2021	Contract Budget: \$57,948 Exp: \$36,453 CO #1: \$6,145 CO #2: \$15,350 Balance: \$0
	920 Projects	Senate Bill 326 Load Bearing Component Inspections	Funding for this program is to conduct an assessment for inspection and testing of exterior elevated elements, defined as the load-bearing components and associated waterproofing systems in all buildings and facilities within the community.	COMPLETED Staff received correspondence from legal counsel indicating the inspection requirements outlined in the legislation are not applicable to GRF. Funding for this project may be returned to the Reserves Fund pending Board direction.	NA	Budget: \$50,000 Exp: \$0 Balance: \$50,000
	920 Projects	GRF Paving & 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 Invoices are pending.	September 2021	Budget: \$879,069 Exp: \$285,552 Balance: \$593,517