

OPEN MEETING**SPECIAL OPEN MEETING OF THE GOLDEN RAIN FOUNDATION
MAINTENANCE AND CONSTRUCTION COMMITTEE****Monday, January 13, 2020 - 2:00 p.m.****Laguna Woods Village Community Center BOARD ROOM
24351 El Toro Road****NOTICE AND AGENDA***This Meeting May be Recorded*

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for October 9 , 2019
5. Chair's Remarks
6. Member Comments (Items Not on the Agenda)
7. Department Head Update

Reports/Oral Discussions:

8. Formation of Clubhouse 1 Assessment Task Force (oral discussion by Jim Matson)
9. Draft Clubhouse 1 Renovation Ad Hoc Committee Charter
10. Discuss and Designate 2020 Project Priorities (Jim Matson)

Items for Future Agendas:

- Clubhouse 1 Assessment Report & Presentation (February 2020)
- EV Charging Stations at GRF Facilities (General Services)

Concluding Business:

Committee Member Comments

Date of Next Meeting: February 12, 2020

Adjournment

Jim Matson, Chair
Ernesto Munoz, Staff Officer
Telephone: 268-2281

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

Wednesday, October 9, 2019 – 9:30 A.M.
Laguna Woods Village Community Center, Board Room
24351 El Toro Road

MEMBERS PRESENT: Jim Matson - Chair, Don Tibbetts, Richard Palmer, John Frankel, Bunny Carpenter, Sue Margolis, Carl Randazzo

ADVISORS PRESENT: None

MEMBERS ABSENT: Ryna Rothberg and Advisor John Luebbe

OTHERS PRESENT: Cush Bhada, Joan Milliman, Bert Moldow, Beth Perak

STAFF PRESENT: Ernesto Munoz – Staff Officer, Laurie Chavarria, Chief Tim Moy

1. Call to Order

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

2. Acknowledgement of Media

Chair Matson noted no members of the media were present.

3. Approval of the Agenda

The agenda was approved as written.

4. Approval of Meeting Report for August 14, 2019

The meeting report for August 14, 2019, was approved as written.

5. Chair's Remarks

Chair Matson had no comments.

6. Member Comments (Items Not on the Agenda)

There were no member comments.

7. Department Head Update

Staff Officer Ernesto Munoz spoke briefly about the special Village Energy Task Force meeting that will be held on October 18, 2019.

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

Item #3 PAC Renovation Maintenance Upgrades: Directors Randazzo and Frankel asked about the status of the PAC renovation bid process and coordination with the City of Laguna Woods.

Item #4 Community Center HVAC & Controls Upgrade – Director Randazzo commented on the commissioning of the equipment.

Item #16 GRF Paving & Sealcoat Program with Concrete Repairs – Director Matson commented on the work near Avenida Sosiega.

Item #18 Tennis Center Building Improvements – Director Palmer commented on the alternative bid item for indirect evaporative cooling.

Completed Community Center EV Charging Station Project – Director Margolis asked about the rebate.

Completed Pickleball & Tennis Center Courts – Director Matson asked if there was any negative feedback since the project has been completed.

Staff Officer Ernesto Munoz responded to all questions and comments.

Reports:

9. Gate 11 Security Improvement Project

Security Chief Tim Moy summarized the report and answered questions from the Committee.

Discussion ensued regarding combining the gate security project for both Gate 10 11; conflicts with acquiring the Santa Maria roadway; and benefits of the security improvements.

A motion was made an unanimously approved to recommend the Board authorize Gate 11 to be added to the current scope of work for the Gatehouse Renovation Project and that a supplemental appropriation be approved in the amount of \$110,000 from the Facilities Fund for Gate 11 Renovations and \$80,000 from the Equipment Fund for Gate Access System Technology for a total of \$190,000.

10. Set Pricing for Level 3 EV Charging Stations at the Community Center

Staff Officer Ernesto Munoz summarized the report and answered questions from the Committee.

Discussion ensued regarding adaptors for Tesla charges; usage of the new chargers; charging stations will be seen as amenity for future home buyers and existing residents with electric vehicles; how to monitor electricity rates and address any changes to the current rate.

By consensus, staff was directed to bring information to a future meeting regarding the costs and feasibility of purchasing an adaptor that will allow Tesla vehicles to use the Level-III charging stations.

A motion was made to recommend the Board accept the pricing of the new Chargepoint Level-III electric vehicle chargers at \$0.25 per kWh for residents and \$0.40 kWh for the public, while keeping the pricing at no charge for GRF's fleet vehicles. Additionally parking at Level-III stations will be set at two dollars per hour after the first sixty minutes, for both residents and the general public.

11. Service Agreement for Commissioning of Community Center by MelRok Energy

Staff Officer Ernesto Munoz summarized the report and answered questions from the Committee.

Discussion ensued regarding the monthly cost for the monitoring service; the purchasing policy regarding competitive bids; cost effectiveness; and how Pomona College uses this AI technology from MelRok Energy

A motion was made to recommend the Board enter into a month to month service agreement not to exceed \$6,300 which includes one year of monitoring service and a onetime fee for the setup and configuration of this system. The service agreement will begin after the commissioning of the new EMS and HVAC equipment has been completed and due to the proprietary equipment provided by the vendor, staff is authorized to sole source this contract to MelRok Energy. By a vote of 5/1/0 (Director Tibbetts Opposed) the motion carried.

Funding for this work would be provided from the existing appropriation for Miscellaneous Projects in the 2019 Capital Plan, to be paid from the Facilities Fund.

Items for Future Agendas:

- Clubhouse 1 Assessment Report & Presentation (February 2020)
- EV Charging Stations at GRF Facilities (General Services)

Concluding Business:

Committee Member Comments

- There were no committee member comments.

Date of Next Meeting: December 11, 2019

Adjournment:

The meeting was recessed at 11:17 am.



Jim Matson, Chair

RESOLUTION 90-20-XX

GOLDEN RAIN FOUNDATION CLUBHOUSE 1 RENOVATION AD HOC COMMITTEE CHARTER

WHEREAS, the Board of Directors of this Corporation understand that Clubhouse 1, built in the 1960's, may require some long term renovations; and

WHEREAS, on February 7, 2020 the Board of Directors of this Corporation established the Clubhouse 1 Renovation Ad Hoc Committee in accordance with the Golden Rain Foundation By-laws Article 7, Section 7.1.1 and 7.1.2 for the purpose of providing feedback for the potential renovations and upgrades to Clubhouse 1.

NOW THEREFORE BE IT RESOLVED, February 7, 2020, that the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Renovation Ad Hoc Committee as follows:

1. The Clubhouse 1 Renovation Ad Hoc Committee will be provided with and review all current Consultants and VMS Staff Reports relative to the proposed renovations to Clubhouse 1.
2. The CH1 Renovation Ad Hoc Committee may make suggestions, revisions, changes, approvals, or disapprovals of said Reports. When evaluating said Reports, concepts for the renovation, such as architectural designs, the CH1 Renovation Ad Hoc Committee shall consider the overall Community needs, uses and future growth.
3. Furthermore, the CH1 Renovation Ad Hoc Committee shall serve as the Liaison between the Golden Rain Foundation Maintenance and Construction Committee (GRF M&C), the Community Activities Committee (CAC), and the Finance Committee. The CH1 Renovation Ad Hoc Committee, in its duty as Liaison, will first gather the input of the Golden Rain Foundation Maintenance and Construction GRF-M&C Committee (GRF M&C) and the Community Activities Committee (CAC).
4. The CH1 Renovation Ad Hoc Committee, as Liaison, will submit such gathered inputs to the Consultants and the VMS staff. The Consultants will then prepare a Preliminary Proposal for the submission to the Ad Hoc Committee and VMS staff for review.
5. The Consultants' Preliminary Proposal will include an Assessment and Schematic Design and Design Development for the Renovation of Clubhouse 1 including the proposed Scope of Work (SOW) and a proposed line item budgetary consideration.

6. The Scope of Work for the Preliminary Proposal for renovation of Clubhouse 1 will focus on:
 - The Architectural considerations,
 - The Original Schematic site and floor plans,
 - The Proposed Schematic Site and Floor Plans changes,
 - The Proposed Building Elevations and Landscape plans,
 - The Interior design,
 - The primary interior activity relationships related to the building and program adjacencies,
 - All interior and exterior Finish Materials and Color Finishes,
 - Parking accommodations and locations,
 - Overall site improvements if required.
7. Upon approved review of the Consultants' Preliminary Proposal by the CH1 Renovation Ad Hoc Committee and the VMS staff, the Ad Hoc Committee will present the Preliminary Proposal to the GRF Maintenance and Construction Committee (GRF M&C) and the Community Activities Committee (CAC) for each committee's review and approval of the implementation plan for the recommended facility upgrades.
8. Upon the final approvals of the Implementation Plans for the recommended facility upgrades by both the GRF Maintenance and Construction Committee (GRF M&C) and the Community Activities Committee (CAC), then the CH1 Renovation Ad Hoc Committee shall present the Implementation Plans to the Finance Committee for its approval.
9. The CH1 Renovation Ad Hoc Committee, upon the approval of the Finance Committee, will submit such approval to the Consultants and the VMS staff.
10. The Consultants and the VMS staff may then commence implementation of Clubhouse 1 renovations according to the approved Implementation Plans.
11. The CH1 Renovation Ad Hoc Committee will meet as needed, to receive project updates from VMS staff and/or the consultant.
12. The CH1 Renovation Ad Hoc Committee shall report on the planned implementation activities to the Golden Rain Foundation Board periodically at Board meetings or when requested by the Golden Rain Foundation Board.

RESOLVED FURTHER, that the Clubhouse 1 Renovation Ad Hoc Committee shall perform such other duties as may be assigned by the Golden Rain Foundation Board and upon conclusion of the Committee's work, it will be disbanded by the Board.

2020 GRF Project Log

Priority #	Item #	Type	Name	Description	Budget	COMMENTS
	1	920 Projects	PAC Renovation Maintenance Upgrades	Funding for this project is allocated for the maintenance and safety upgrades at the Performing Arts Center.	Budget: \$3,778,000 Exp: \$509,276 Balance: \$3,268,724	
	2	920 Projects	Energy Consultant Services	GRF retained the services of an Energy Consultant to be engaged as needed in order to advance GRF's and the Community's future energy initiatives.	Supplemental: \$50,000 Invoiced: \$47,798 Balance: \$2,203	
	3	920 Projects	Community Center First Floor Renovation Project	Funding for this project is allocated to the reconfiguration of Resident Services located in the Community Center.	Budget: \$750,000 Exp: \$128,738 Balance: \$621,262	
	4	920 Projects	Relocation of Security Operations to the Community Center	Funding for this project is allocated to relocate the Security Department to the third floor of the Community Center.	Budget: \$1,000,000 Exp: \$18,851 Balance: \$981,149	
	5	920 Projects	Service Center Radiant Heater and Ventilation Fan Replacements	This project will repair or replace existing heaters that are not working, replace existing exhaust fans and install new exhaust fans required for adequate ventilation at the service center.	Budget: \$50,000 Supplemental: \$25,932 Exp: \$0 Balance: \$75,932	
	6	920 Projects	Service Center Generator	This will provide back up power for the Transportation Division and fueling services to enable the provision of critical services in an emergency. The current generator is at the end of its useful life.	Budget: \$150,000 Exp: \$0 Balance: \$150,000	

	7	920 Projects	Clubhouse 1 Renovation Assessment	Funding for this project is allocated to assess the existing buildings at Clubhouse 1, which will guide the development of future improvement plans. The assessment will include determining required building code compliant upgrades, identifying the presence of hazardous materials, improve ADA accessibility, and survey the condition of structural, mechanical, electrical, and plumbing elements.	Budget: \$80,000 Exp: \$63,986 Balance: \$16,014	The final report will be presented in February 2020.
	8	920 Projects	Clubhouse 1 HVAC Replacement Project	Funding for this project is allocated to maintain/replace the HVAC system at Clubhouse 1 at the end of its serviceable life. This project will be designed after the building assessment has been completed.	Budget: \$350,000 Exp: \$0 Balance: \$350,000	This project is on hold subject to the building assessment findings and direction provided by the Board relative to the Clubhouse upgrades.
	9	920 Projects	Clubhouse 1 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.	Budget: \$45,000 Exp: \$0 Balance: \$45,000	
	10	920 Projects	Clubhouse 1 Pool & Spa Plastering	This project is allocated to replace the pool and spa plaster at Clubhouse 1, due to deterioration and cracking. The plaster was replaced in 2005 and has reached the end of its useful life.	Budget: \$30,000 Exp: \$0 Balance: \$30,000	
	11	920 Projects	Clubhouse 2 Lawn Bowling Roof	Funding for this project is allocated to replace the existing 20 year old flat roof section, which will exceed its life expectancy in 2021, with a new PVC cool roof system.	Budget: \$30,000 Exp: \$0 Balance: \$30,000	
	12	920 Projects	Gate Replacements - Main Service Gate Center	Funding for this project is allocated to provide additional security measures to the Maintenance Service Center.	Budget: \$92,000 Exp: \$0 Balance: \$92,000	Contract Awarded

	13	920 Projects	Gate Replacements - RV Lot B	Funding for this project is allocated to provide additional security measures to RV Lot B.	Budget: \$92,000 Exp: \$0 Balance: \$92,000	Contract Awarded
	14	920 Projects	Gate 16 Driving Range Improvements	Funding for this project is allocated to improve the appearance and functionality of the golf driving range and practice area.	Budget: \$500,000 Exp: \$0 Balance: \$500,000	
	15	920 Projects	Replace Welding Shop	Funding for this project is allocated to replace the existing Welding Shop with a pre-engineered metal building.	Budget: \$100,000 Exp: \$19,470 Balance: \$80,530	
	16	920 Projects	Tennis Center Building Improvements	Funding for this project is allocated to the interior/exterior improvements as well as HVAC installation at the Tennis Center Building at Clubhouse 7.	Budget: \$75,000 Supplemental: \$72,638 Exp: 3,160 Balance: \$144,478	Contract Awarded
	17	920 Projects	Truck Wash Out Facility CUP-1394	Funding for this project is allocated to construct a single stall truck wash out facility to be used to power wash landscaping vehicles and street sweepers.	Budget: \$100,000 Exp: \$20,936 Balance: \$79,064	
	18	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.	Budget: \$1,011,700 Exp: \$0 Balance: \$1,011,700	Annual Program
	19	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.	Budget: \$250,000 Exp: \$0 Balance: \$250,000	

	20	920 Projects	LED Walkway Lighting at Clubhouses 1, 2, 3, 4 & 5	Funding for this project is allocated to replace the existing walkway lighting and concrete pads to create consistent lighting levels for optimal illumination along the pathways to and around the Clubhouses.	Budget: \$200,000 Exp: \$0 Balance: \$200,000	
	21	920 Projects	Tennis Court LED Lighting	Funding for this project includes the replacement of the existing lighting at the Tennis Courts to resolve inefficient lighting and consumption issues.	Budget: \$50,000 Exp: \$0 Balance: \$50,000	
	22	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.	Budget: \$240,000 Exp: \$0 Balance: \$240,000	
	23	920 Projects	Transfer Switches for Clubhouses 4 and 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.	Budget: \$100,000 Exp: \$0 Balance: \$100,000	
	24	920 Projects	Charging Stations at the Maintenance Service Center	Funding for this project is allocated to purchase and install Level II dual port EV stations for charging GRF vehicles at the service center.	Budget: \$75,000 Exp: \$0 Balance: \$75,000	
	25	920 Projects	Community Center Stucco Flashing	Funding for this project is allocated to replace the Community Center stucco and flashing. The stucco and flashing replacement is necessitated by continual rain leaks, which can be contributed to faulty flashing or a failing stucco system.	Budget: \$120,000 Exp: \$0 Balance: \$120,000	

	26	920 Projects	Community Center Parking Study	Funding for this project is allocated for a parking study at the Community Center. This parking study will assist in future decisions related to the utilization of the Community Center building.	Budget: \$25,000 Exp: \$0 Balance: \$25,000	
	27	904 Maint Svc	Clubhouse 4 Metal Roof for Patio	Funding for this project is allocated to add a metal roof over a patio area and the removal of the old dust collector at the Clubhouse.	Budget: \$25,000 Exp: \$0 Balance: \$25,000	
	28	904 Maint Svc	Clubhouse 7 Coat/Storage Remodel	Funding for this project is allocated to remodel the existing Clubhouse coat and storage room for clubs' equipment and supplies.	Budget: \$25,000 Exp: \$0 Balance: \$25,000	
	29	920 Projects	Gate 11 Security Technology	Funding for this project is allocated to the civil support necessary to install gate security devices. It includes underground utility work and lane re-configuration.	Supplemental: Renovation: \$110,000 Technology: \$80,000 Invoiced: \$0 Balance: \$190,000	