



OPEN MEETING

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

**Wednesday, April 12, 2023 – 9:30 a.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, Lenny Ross, Mary Simon, Sue Stephens

MEMBERS ABSENT: Egon Garthoffner

OTHERS PRESENT: **GRF:** Bunny Carpenter, Juanita Skillman
Third: Andy Ginocchio
Advisors Ajit Gidwani, Carl Randazzo, Bill Walsh

STAFF PRESENT: Guy West – Staff Officer & Projects Division Manager,
Manuel Gomez – Maintenance & Construction Director, Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Laurie Chavarria – Senior Management Analyst, Heather Ziemba – Projects Division Administrative Coordinator, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Karimi called the meeting to order at 9:38 a.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. Approval of Meeting Reports

a. December 1, 2022 – Special Open Session

- b. December 12, 2022 – Special Open Session**
- c. December 14, 2022 – Regular Open Session**

Hearing no objection, the meeting minutes were each approved separately by unanimous consent.

5. Chair's Remarks

Chair Karimi noted the full meeting agenda. Mr. Karimi also delivered the news that GRF Director Don Tibbetts recently passed away and offered his condolences to Mr. Tibbetts' family.

6. Member Comments

None

7. Department Head Update

Mr. West introduced Heather Ziemba to the Committee. Mr. West also reported that the swamp coolers in the archery range have been repaired and are functioning as intended.

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 ChargePoint summary was pulled for discussion. Mr. Mejia answered questions from the committee regarding the ChargePoint usage and revenue. Director Stephens requested information related to resident versus non-resident users. The committee suggested the Finance Department provide a report to the GRF Finance Committee of the breakdown of pricing from ChargePoint and address whether users are being charged appropriate prices to cover the cost of charging; to consider using Time of Use rates; and consider putting the charging stations on a separate meter. Staff will research the cost and feasibility of rewiring the existing panel for the charging stations, submetering the existing meter, and present the findings at a future committee meeting.

The Clubhouse Preventative Maintenance Inspection Report was pulled for discussion. Mr. Gomez introduced the report requested by the Board for quarterly inspection of the clubhouses. Mr. Barnette answered questions from the committee regarding the level of detail provided in the report. Staff will work together to incorporate further detail into the report and bring it back to a future meeting for additional feedback.

8. **Project Log**
9. **ChargePoint Summary**
10. **Clubhouse Preventive Maintenance Inspection Report**

The consent calendar was approved unanimously.

Items for Discussion and Consideration:

11. 2023 Asphalt Seal Coat Program

Mr. West presented the item via a PowerPoint presentation and answered questions from the committee regarding the seal coating process. Staff will present a recommendation for this item in closed session.

12. Priority Projects Presentation

Mr. West presented an overview of the priority projects via PowerPoint and answered questions from the committee. A comment was heard from a member regarding the number and type of batteries that will be used for landscaping equipment.

13. Temporary Office Lease Update

Mr. Gomez reported that the staff from Building E has been relocated to the new temporary office space in the building across the parking lot as of Monday, April 10. Building E is now uninhabited.

14. Space Study Update

Mr. Gomez reported that this study is on schedule to be completed by the end of April. A special meeting will be held for the consultant to present the results to the GRF M&C Committee, the GRF Finance Committee and the GRF CAC in early May.

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.*

- EMS Status Update
- MelRok Energy Management System
- Clubhouse Preventative Maintenance Schedule
- Dedicated Meter for EV Charging Stations

Concluding Business:

15. Committee Member Comments

- Advisor Randazzo commented on the EV charging rates.
- Director Mukhopadhyay commented on the space planning study.
- Director Cook requested that information about metering be added to future agenda items.
- Advisor Gidwani thanked the committee and staff for their work for the community with the resourced that are available.

16. Date of Next Meeting: Wednesday, June 14, 2023 at 9:30 a.m.

17. Recess – The meeting was recessed at 10:58 a.m.



Reza Karimi, Chair

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Guy West, Staff Officer
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