

OPEN MEETING

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

Wednesday, August 14, 2019 - 9:30 a.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 June 12 , 2019
5. Chair's Remarks
6. Member Comments (Items Not on the Agenda)
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

Reports:

9. Community Center Roof Replacement Review (PowerPoint Presentation)

Items for Future Agendas:

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

Concluding Business:

Committee Member Comments

Date of Next Meeting: October 9, 2019

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, June 12, 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 (left at 10:41 a.m.), Cush Bhada (for Bunny Carpenter), Gary Morrison, Carl Randazzo, Ryna Rothberg

ADVISORS PRESENT: John Luebbe

MEMBERS ABSENT: Bunny Carpenter

OTHERS PRESENT: Juanita Skillman, Elsie Addington, Beth Perak, Burt Moldow, Diane Phelps, Joan Milliman, Annette Sabol Soule, Steve Parsons, Pat English, Maggie Blackwell

STAFF PRESENT: Ernesto Munoz – Staff Officer, Leslie Cameron, Guy West

1. Call to Order

Chair Matson called the meeting to order at 9:30 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 April 10, 2019

The meeting report for April 10, 2019, was approved as written.

5. Chair's Remarks

Chair Matson gave a brief summary of the day's agenda.

6. Member Comments (Items Not on the Agenda)

- Annette Sabol Sole (3428-C) – commented on the Garden Center 2 electric gate where the land needs to be reconfigured with plot 395, there is no pedestrian path or golf cart path exit. Annette asked to have this item put on an agenda.
- Martin Rosencrans (4010-3B) – commented in favor of having outside heaters for the pools.
- Juanita Skillman (2154-N) – commented on partnering with Emeritus and the Goldfish Swimming School.

Various Committee Members and Staff Officer Ernesto Munoz responded to the comments.

7. Department Head Update

Staff Officer Ernesto Munoz provided an update on the intersection of Calle Aragon and Avenida Majorca. The area with the landscape bump is not Laguna Woods Village property so the area cannot be removed; however, the trees and bushes that were impeding visibility have been trimmed.

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 from the Consent Calendar for discussion.

8. Project Log

In an interest from the Committee to find available funding, the project log was pulled and each project was reviewed to discuss an unencumbered \$6,200,000 dollars. Discussion ensued and Staff Officer Ernesto Munoz briefly responded to questions and comments.

The following residents commented on various project log items: Beth Perak (3321-C); Diane Phelps (3293-A); Joan Milliman (969-3E); Annette Sabol Soule (3428-C); Pat English (2022-E)

By consensus, the Committee agreed to hold a special GRF M&C Committee Meeting in September for the Clubhouse 1 assessment presentation.

Reports:

9. Tennis Center Building Renovation Costs

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

Director Bhada made a motion, seconded by Director Tibbetts, to approve the original and optional scope of work, as outlined in the staff report, for the Tennis Center Building Renovation project and approved supplemental funding of \$72,638 for a project total cost of \$147,638. Discussion ensued regarding funding, the scope of work and phasing the project work.

Director Rothberg amended the motion, seconded by Director Randazzo, to do only the interior work at the Tennis center Building, at a cost of \$84,375, to bring the building into ADA compliance and approve a \$10,000 supplemental appropriation. The vote failed 3-3-0 (Directors Rothberg, Randazzo and Morrison were for).

The original motion passed by a vote of 4-2-0 (Directors Rothberg and Randazzo opposed)

Items for Future Agendas:

- Clubhouse 1 Assessment Report & Presentation (Special Meeting in September)
- Pool Maintenance
- EV Charging Stations at GRF Facilities

Concluding Business:

Committee Member Comments

There were no committee member comments.

Date of Next Meeting: August 14, 2019

Adjournment:

The meeting was recessed at 11:45 am.



Jim Matson, Chair

GRF Project Log (July 2019)

#	Type	Name	Description	Status	Estimated Completion	Budget
1	904 Maint Svc	CH 6 HVAC System	Replace HVAC at Clubhouse 6.	HVAC Equipment installation work is complete. Commissioning of the equipment began late-June and is scheduled to be completed the end of July.	July 2019	Budget: \$104,000 Exp: \$50,900 Balance: \$53,100
2	904 Maint Svc	Service Center Radiant Heaters	Replace 12 forced air units with radiant heaters.	A contract was awarded at the July 10, Board meeting. The project is scheduled to begin in August.	December 2019	Budget: \$50,000 Supplemental: \$25,932 Exp: \$0 Balance: \$75,932
3	904 Maint Svc	CH 5 Commercial Appliances	This project consists of replacing the dishwasher, booster pump, refrigerator, freezer & ovens.	M&C staff met with the Clubhouse Supervisor to choose the appropriate appliances and the equipment order has been placed.	2019	Budget: \$48,000 Exp: \$19,703 Balance: \$28,296
4	904 Maint Svc	CH 2 Pool and Spa Heaters	This project will replace the pool and spa heaters at Clubhouse 2.	The pool equipment has been ordered and installation will be coordinated with the Recreation Department. The spa heater and filter were already replaced in 2018.	2019	Budget: \$44,000 Exp: \$43,657 Balance: \$343
5	920 Projects	PAC Renovation Maintenance Upgrades	Funding for this project is allocated for the maintenance and upgrade of the Performing Arts Center renovation.	A contract was awarded to SVA Architects to begin the preparation of the construction documents for the maintenance and equipment safety upgrades. The 90% drawings and material boards are currently under review. A presentation will be held at the August 15, PAC Task Force meeting.	November 2019	Budget: \$3,778,000 Exp: \$276,353 Balance: \$3,501,647

6	920 Projects	<p align="center">Community Center HVAC and Controls Upgrade</p>	<p>Funding for this project is allocated to make the facility more energy efficient by engineering and retrofitting the Community Center with a new Heat Ventilation Air Conditioning (HVAC) system and upgraded controls being integrated to the existing Energy Management System (EMS).</p>	<p>The Roof Top Units are currently operational. Additional time is required to complete the punch list items and commissioning. The project is scheduled to be completed by mid-August.</p>	August 2019	<p>Budget: \$1,447,163 Exp: \$366,595 Balance: \$1,080,568</p>
7	920 Projects	<p align="center">Community Center Roof Replacement Project</p>	<p>Funding for this project is allocated to maintain the Community Center building by replacing the built up roofing at the end of its serviceable life. The old built up roofing will be replaced with a PVC cool roofing material.</p>	<p>The roof replacement project began June 8 and was completed on June 30. Invoicing for this project is pending.</p>	June 2019	<p>Budget: \$155,000 Exp: \$0 Balance: \$155,000</p>
8	920 Projects	<p align="center">Energy Consultant Services</p>	<p>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.</p>	<p>The Infrastructure Assessment reports have been drafted with gaps due to SCE's refusal to provide transformer data. Staff met with SCE and TEC to discuss the request for the transformer data and the overall experience was positive as SCE indicated there were no plans to bill LWV for any transformer upgrades. The consultant has also been researching alternative energy systems and conducted a site visit to determine possible sites locations. TEC has reviewed load information as well as current backup power sources for the Community Center, Broadband Building and the Maintenance Yard.</p> <p>TEC representatives presented a Microgrid Feasibility analysis to the Task Force on July 3rd and discussed microgrid goals, load capacity, DER options and benefits. Staff is waiting for additional direction from the Task Force.</p>	On-going	<p>Supplemental: \$50,000 Invoiced: \$19,451 Balance: \$30,549</p>

9	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.	Finance received three furniture proposals and the bid spread is under review by the Purchasing Division. An inventory list of existing furniture from Resident Services is being compiled for the Security Department's future use. Once a purchase order has been issued for the furniture, staff will advertise an RFP for construction documents. The project is currently on hold while the task force evaluates their options and presents a list of inquiries or directions on how the consultants should proceed.	TBD	Budget: \$750,000 Exp: \$128,738 Balance: \$621,262
10	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.	A contract to perform a building assessment was awarded to SVA Architects at the July 3, 2018, Board meeting. SVA's analysis on the building structure was completed and a draft report of the building assessment and a cost estimate of renovation options were received by staff for review. The assessment did include areas that required destructive testing and further inspection. Staff received the revised draft assessment on Clubhouse 1 from SVA on May 6. SVA is working on the final revisions and will present the report at an upcoming meeting.	June 2019	Budget: \$80,000 Exp: \$62,996 Balance: \$17,004
11	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.	This project is on hold subject to the building assessment findings and direction provided by the Board relative to the Club House upgrades.	TBD	Budget: \$350,000 Exp: \$0 Balance: \$350,000

12	920 Projects	Gates 1, 2, 3 & 4 Gate Security Project	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.	The reopening of Gate 4 has been delayed due to scheduling issues with Southern California Edison's installation of the new electrical service to the Gate House. The Gate is scheduled to reopen on August 19, if there are no further delays from SCE.	September 2019	Budget: \$440,000 Exp: \$109,778 Balance: \$330,222
13	920 Projects	Gates 7, 8, 9 & 14 Gate Security Project	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.	Gate 14 was reopened two weeks ahead of schedule on July 22, 2019.	September 2019	Budget: \$440,000 Exp: \$130,425 Balance: \$309,575
14	920 Projects	Gate 10 Security Project	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.	Gate 10 was reopened two weeks ahead of schedule on July 22, 2019. This work is now complete and invoices are pending.	September 2019	Supplemental: \$110,000 Exp: \$8,500 Balance: \$101,500
15	920 Projects	Pool Chemical Storage Facilities	This supplemental funding will offset the cost of the mandatory replacement of all pool chemical storage facilities with new code compliant units.	Fabrication of the storage units are scheduled to be completed mid-July and will be delivered in late-July. Staff is coordinating the installation schedule with Clubhouse Supervisors.	September 2019	Supplemental: \$175,000 Exp: \$33,562 Balance: \$141,438
16	920 Projects	CH 4 Upper Roof Top Deck	Funding for this project is allocated to replace or repair the CH 4 roof top and pool decks.	At the July 2, Board Meeting, the Board approved a supplemental appropriation and contract award to repair the upper pool deck and exterior block wall to prevent moisture intrusion into the space below. The construction work will be scheduled in coordination with the clubhouse event calendar.	November 2019	Budget: \$62,000 Supplemental: \$187,342 Exp: \$6,239 Balance: \$243,103
17	920 Projects	Clubhouse 4 Jewelry Room Flooring	Funding for this project is allocated to replace the flooring in the Jewelry Room.	A contract was awarded to replace the Jewelry Room flooring. The work is scheduled to start by the end of July.	August 2019	Budget: \$25,000 Exp: \$0 Balance: \$25,000

18	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	This project is in the preliminary planning phase.	TBD	Budget: \$1,000,000 Exp: \$18,851 Balance: \$981,149
19	920 Projects	Gate Replacements - Main Service Gate Center	Funding for this project is allocated to provide additional security measures to the Maintenance Service Center.	Construction documents have been submitted by the consultant and are currently under review by staff.	TBD	Budget: \$92,000 Exp: \$1,434 Balance: \$90,566
20	920 Projects	Gate Replacements - RV Lot B	Funding for this project is allocated to provide additional security measures to RV Lot B.	Construction documents have been submitted by the consultant and are currently under review by staff.	TBD	Budget: \$92,000 Exp: \$0 Balance: \$92,000
21	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.	A recommendation to award a contract for a driving range design consultant will be presented at the August 6 Board meeting.	TBD	Budget: \$500,000 Exp: \$0 Balance: \$500,000
22	920 Projects	Golf Maintenance Facility Improvements	Funding for this project is allocated to update interior components at the 27-hole golf maintenance facility.	A contract award recommendation for building improvements is scheduled to be presented at the August 14, M&C Committee meeting. In addition, a contract has been executed to address the drainage issues at the Golf Maintenance Building.	TBD	Budget: \$150,000 Exp: \$3,458 Balance: \$146,542

23	920 Projects	<p align="center">GRF Paving & Sealcoat Programs and Concrete Repairs</p>	<p>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.</p>	<p>The 2019 paving program will take place on sections of the following streets totaling 287,650 SF: Ave Sosiega West, Bahia Blanca West, Bahia Blanca East, Via Mariposa East and Ovala.</p> <p>Sealcoat work includes 1,101,046 SF of street and parking lot pavements. This work will be completed during the month of August.</p> <p>Damaged concrete (curbs, gutters and swales) on the street areas repaved will also be replaced. The asphalt and concrete work is scheduled to begin in September and be completed in November.</p>	November 2019	<p>Budget: \$1,040,000 Exp: \$0 Balance: \$1,040,000</p>
24	920 Projects	<p align="center">Replace Welding Shop</p>	<p>Funding for this project is allocated to replace the existing Welding Shop with a pre-engineered metal building.</p>	<p>The engineering design work started in May and is scheduled to be completed by the end of August. This project will go out to bid once drawings are received.</p>	TBD	<p>Budget: \$100,000 Exp: \$3,300 Balance: \$96,700</p>
25	920 Projects	<p align="center">Tennis Center Building Improvements</p>	<p>Funding for this project is allocated to the renovation of the interior of the Tennis Building at Clubhouse 7.</p>	<p>Per direction by the M&C Committee, staff met with the Tennis Club in April to discuss exterior improvement options and additional interior improvements to the tennis center building. On July 2, the Board deferred this project to the Community Activity Committee for their review and recommendation. The CAC met on July 23 and will recommend that the Board approve a supplemental appropriation of \$10,000 to complete interior renovations only at their meeting on August 6.</p>	TBD	<p>Budget: \$75,000 Exp: 3,160 Balance: \$71,840</p>

26	920 Projects	Garden Center 1 Landscape Improvements	Funding for this project is allocated to landscape improvements and will include planters, decomposed granite, and walkway improvements at the front gate adjacent to the security building.	A contract award recommendation to improve the landscaping of the common area at the Garden Center 1 is scheduled to be presented at the August 14, GRF M&C Committee meeting.	November 2019	Budget: \$94,217 Exp: \$9,005 Balance: \$85,212
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	920 Projects	Gate Replacements - El Toro Road Access	Funding for this project is allocated to provide additional security measures to the Maintenance Service Center. The new El Toro Road access gate has been installed and will be operational on March 4, 2019.	COMPLETED	March 2019	Budget: \$62,400 Exp: \$62,400 Balance: \$0
	920 Projects	Pickle ball and Paddle Tennis Courts	Funding for this project includes the construction of a new post tension concrete slab with 7 new Paddle Tennis and Pickle ball courts including a gathering area within Gate 12.	COMPLETED	April 2019	Budget: \$600,000 Supplemental: \$250,000 Exp: \$573,298 Balance: \$276,702