

FACILITIES

Committee Meeting Agenda
Tuesday, December 5, 2023 - 10:00 A.M.
Conference Room A

This meeting may also be live streamed at www.lwsb.com.

The tab will be active 15 minutes prior to the start of the meeting.

The live streaming uses YouTube Live and terminates at the close of the meeting.

1. Call to Order/Pledge of Allegiance

2. Roll Call

- Nick Massetti – Chair
- Carole Damoci
- Susan Hopewell
- Janet Isom
- Edward Jablonski
- Carol Levine
- Lee Melody
- Daniel Weber
- Marsha Gerber, Ex-Officio.

3. Chair Announcement

4. Approve Minutes

- a. Facilities Committee, November 7, 2023

5. Member Comments

6. Staff Report

7. General

- a. Mary's Gate

8. Reserve Funding Items

- a. Main Gate Office Renovation

9. Governing Documents

a. Renumber and Rescind Policy

- i. 30-5041-3, Trust Real Property Acreage
- ii. 40-3323-3, Disposition of Surplus Equipment
- iii. 60-3331-1, GRF Landscape Perimeter Wall
- iv. 60-5000-1, Use of Community Facilities, Dumpsters at 1.8 Acres-Rules
- v. 60-5350-3, Construction Bids and Contracts
- vi. 60-5504-1A, Insurance Requirements – Vendors
- vii. 60-5504-1, Requirements – Contractors
- viii. Rescind – 60-5130-3, Physical Property Committee Charter

10. Future Agenda Items

11. Next Meeting Date

- Tuesday, January 2, 2024, at 10:00 a.m. – Conference Room A

12. Adjournment



Golden Rain Foundation
Committee Agenda
December 5, 2023

Please be always courteous and respectful to other members, Board Directors and representatives from Management. We ask that you do not raise hands or interrupt the Committee or anyone else who may be speaking. **A Member not adhering to these protocols and/or who becomes unruly may be asked to leave the meeting. Failure to comply will result in a special hearing with the Board at which disciplinary action may be taken.**



FACILITIES COMMITTEE MINUTES

November 7, 2023

The regular meeting of the Facilities Committee was called to order at 10:00 a.m. by Chair Massetti on Tuesday, November 7, 2023, in Conference Room A and via Zoom, followed by the Pledge of Allegiance.

Present:	Nick Massetti - Chair	Edward Jablonski
	Carole Damoci	Carol Levine
	Susan Hopewell – via Zoom	Lee Melody
	Janet Isom	Daniel Weber

Staff and Guest: M. Gerber, GRF President
M. Weaver, Senior Director of Facilities
T. Makakaufaki, Executive Coordinator

CHAIR'S ANNOUNCEMENTS

Chair Massetti greeted and welcomed everyone to the Facilities Committee meeting and introduced Foundation members and staff.

APPROVAL OF MINUTES

The minutes from September 5, 2023, and October 3, 2023, were approved as presented.

SHAREHOLDER/MEMBER COMMENTS

One Shareholder spoke at the time of the meeting.

CORRESPONDENCE

No correspondence was reviewed at the time of the meeting.

STAFF REPORTS

The Senior Director of Facilities presented the monthly report, as presented in the agenda packet.

FACILITIES COMMITTEE MINUTES - 11.07.2023

GENERAL

Contractors of Record

Motion: I move to approve the contractors of record for the contractors stated below for a one-year term and add Cornerstone and Bergkvist to the contractors' list.

- M.J. Jurado
- Custom Glass
- Greenwood Heating and Air
- Advanced Painting
- JC Kress Construction
- Karys Carpet
- Roxygen Painting
- Hadi Construction
- Bergkvist Construction
- Cornerstone Floors

First: Lee Melody

Second: Carol Damoci

The motion was passed.

Urban Crossroads Speed Cushions CAMUTCD Compliance Memo

Senior Director of Facilities presented the Committee with a memo from Urban Crossroad that the speed cushions are under CAMUTCD compliance.

CAPITAL FUNDING

Emergency Generator for the Service Maintenance Yard

The original request was made to replace the small generators being used for Service Maintenance. The Senior Director of Facilities presented the Committee with the cost of a much larger generator. This generator isn't needed currently and is not within the budget. So, it was recommended to be added to the future capital plan.

Motion: I move to forward the Emergency Generator for the Service Maintenance Yard to the Administration Committee to recommend adding it to the future capital plan.

FACILITIES COMMITTEE MINUTES - 11.07.2023

First: Lee Melody
Second: Carol Levine

The motion passed with three no votes (Directors Massetti, Damoci, and Weber).

Operational Analysis of Traffic Light Saint Andrews and Golden Rain Road

Motion: I move to recommend the GRF Board approve \$30,384, adding a 10% contingency for the total cost of \$33,422 for construction plans for the pedestrian-only phase as well as the left turn east/west split phasing at the traffic light at Saint Andrews and Golden Rain and authorize the President to sign the contract.

First: Janet Isom
Second: Edward Jablonski

The motion passed with one no vote (Director Melody).

Capital Plan Overview Document

Chair Massetti Chair Massetti reviewed a potential format to summarize capital expenditures to improve visibility of possible future commitments when making capital spending decisions.

OPERATION FUNDING

2024-2026 Fire Protection Services Contract

Motion: I move to recommend the Board award a contract to ASI for the Fire Protection Services for Trust Property at a total cost of \$23,538 for a three-year term funded by Operations.

First: Nick Massetti
Second: Lee Melody

The motion passed.

Mary's Gate

The Senior Director of Facilities updated the Committee with Mary's Gate.

RESERVE FUNDING

Amphitheater Sewer Lift Station Repair

Motion: I move to recommend the GRF Board of Directors award a contract to Jimini Systems for the replacement of the Sewer Pump Station Electrical Panel and repair of the Storm Drain Pump for \$54,815, adding an additional 10% contingency for a total not to exceed \$60,297 and authorize the President to sign the contract.

First: Lee Melody
Second: Carol Levine

The motion passed.

Mayfield Paving Project

Motion: I move to recommend the GRF Board approve a change order for the replacement of the failing asphalt with concrete/asphalt from MJ Jurado on the West end of Mayfield at a cost not to exceed \$ 77,220 Reserve Funding, including the credit for the 2” grind and overlay.

First: Carole Damoci
Second: Carol Levine

The motion passed.

Motion: I move to direct the Senior Director of Facilities to obtain the cost for replacing the failing asphalt with concrete/asphalt from MJ Jurado East end of Mayfield and bring it to the November 24, 2023, GRF Board meeting for approval.

First: Carole Damoci
Second: Carol Levine

The motion passed.

FACILITIES COMMITTEE MINUTES - 11.07.2023

Friends and Library Building - Paint Interior/Exterior Selection

Motion: I move to select scheme #3 for the exterior and scheme #3 for the interior of the Library and Friends of the Library project.

First: Carol Levine

Second: Carole Damoci

The motion passed.

Administration Building Elevator Cab Remodel

Motion: I move to select Calcata for the Walls and Denali for the flooring of the Elevator located at the Administration Building.

First: Nick Massetti

Second: Edward Jablonski

The motion passed.

Main Gate Office Renovation

This is a long-term plan, and it's allocated into our Reserve Study. Currently, the Committee is looking for ideas and may consider hiring a company to develop a design.

The Committee discussed Main Gate Office Renovation, which will be discussed in the future.

GOVERNING DOCUMENT N/A

FUTURE AGENDA ITEMS

- Review Reserve Study - January
- 2024-2026 Fire Protection Services Contract – March Agenda

ADJOURNMENT

Chair Massetti adjourned the meeting at 11:25 a.m.

Nick Massetti, Chair
Facilities Committee
TM: 11.07.23

PHYSICAL PROPERTY COMMITTEE PROJECT REPORT

Project	Proj #	Status	BOD Approved	Scheduled Completion	BOD Approved Funds	Used Funds	Balance
Sales sign Main Gate		In permit process with City	23-Jul	TBD	\$9,500		\$9,500
Speed Cushions	1019-22	OCFA Permit approved, Change order submitted for 1 Speed Cushion	22-Jan	TBD	\$13,500		\$13,500
Paving Trust Street Phase 6	1051-23	Project started	23-Jul	Dec.	\$580,000	(\$309,840)	\$270,160
Maintenance Yard EV Engineering	1063-23	Work in process	23-Jul	Dec.	\$10,770		\$10,770
Safety Improvements at Golden Rain / St. Andrews - Stantec Report	1011-22	BOD to review request for construction plans	22-Aug	TBD			
Radar Speed Signs	1049-23	Signs have been installed, adjustment in process	23-Jul	November	\$15,000	\$0	\$15,000
Heat Pump Replacment CH 2	1061-23	contract in process	23-Oct	Dec.	\$9,475	(\$9,475)	\$0
HVAC work at Administration	1055-23	Work completed	23-Sep	November	\$15,950		\$15,950
Clubhouse 3 Kitchens	1037-23	95% completed	22-May	Nov	\$122,905	(\$107,785)	\$15,120
Clubhouse One Remodel	1060-23	Work schedule to start Jan 2024	23-Sep	Feb.	\$218,295	\$0	\$218,295
Library Painting, Flooring etc.	1062-23	Work scheduled for end of December	23-Oct	Jan.	\$110,618	\$0	\$110,618
1.8 Acre Design and Cost Study	1035-23	In Progress	NA	TBD	\$62,150	(\$57,150)	\$5,000
Channel Fence Replacment	1057-23	Work schedule for December	23-Sep	Dec.	\$118,800	\$0	\$118,800
Elevator Cab Remodel	1048-23	Contract executed marterial selection in process	23-Aug	Nov.	\$20,427	(\$9,285)	\$11,142
Traffic Study Entry Main Gate	1048-23	Work in process	23-Aug	Sept.	\$14,400	(\$1,050)	\$13,350



COMMITTEE ACTION REQUEST

DATE: DECEMBER 5, 2023
TO: FACILITIES COMMITTEE
FROM: CHAIR, ADMINISTRATION COMMITTEE
ACTION: UPDATE OF GOVERNING DOCUMENT NUMBERING

Background:

On November 4, 2023 the Chair of the Administration Committee informed the Chair of the Facilities Committee that the numbering protocol of the Rules associated with the Facilities Committee would be updated to conform to the new numbering system which is attendant to the four committee structure as follows:

N/A	20-1000-3	Facilities Committee Charter
30-5041-5	23-5041-5	Trust Real Property Acreage
40-3323-3	24-3323-3	Disposition of Surplus Equipment
60-3331-1	26-3331-1	GRF Landscape Perimeter Wall
60-5000-1	26-5000-1	Use of Community Facilities, Dumpsters at 1.8 Acres -Rules
60-5130-3	Rescind	Physical Property Committee Charter
60-5350-3	26-5350-3	Construction Bids and Contracts
60-5504-1A	26-5504-1A	Insurance Requirements - Vendors
60-5504-1	26-5504-1	Requirements - Contractors

The only change in addition to the number change is that the Facilities Committee will now have two additional Rules within its purview, 23-5041-5 Trust Real Property Acreage and 24-3323-3 Disposition of Surplus Equipment.

Fiscal Impact:

None

Recommendation:

I move to accept the updated Rule numbering as shown and the transfer of Rules 23-5041-5 and 24-3323-3 into the purview of the Facilities Committee