

A G E N D A

PLANNING COMMITTEE

REGULAR MEETING
FRIDAY, JANUARY 18, 2018, AT 10:00 A.M.
MULTI-PURPOSE ROOM #3 -- GATEWAY COMPLEX

1. MEETING CALLED TO ORDER: Leslie Birdsall, Chairman
2. ROLL CALL: Birdsall, Anderson, Brown, and Neff
3. APPROVAL OF REPORT: Regular meeting of November 8, 2018 (Attachment)
4. RESIDENTS' FORUM
5. CHAIRMAN'S REPORT
6. UNFINISHED BUSINESS
7. NEW BUSINESS
 - a) Discuss Next Steps for Ad Hoc Technology Committee Report (Attachment)
 - b) Discuss 2019 Capital Project Budget. (Attachment)
8. ADJOURNMENT
9. NEXT MEETING: Thursday, February 14, 2019, at 10:00 a.m. in the Board Room at Gateway Complex

TO

cc: GRF Board

PLANNING COMMITTEE REPORT

REGULAR MEETING
THURSDAY, NOVEMBER 8, 2018, AT 10:00 A.M.

A regular meeting of the Planning Committee was convened by the Chairman, Leslie Birdsall, at 10:00 a.m. on Thursday, November 8, 2018, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Kenneth Anderson, Carl W. Brown, and Mary K. Neff. Also attending were Robert D. Kelso, President, and Sue DiMaggio Adams, Director, GRF; Timothy O'Keefe, CEO; Jeffrey P. Matheson, Director of Resident Services; Dennis Bell, Public Safety Manager; Deborah Rose, Senior Administrative Assistant, Executive Services; and two residents.

Attendance

The Planning Committee's report of its meeting held on October 11, 2018, was approved as written.

Report
Approved

During the Residents' Forum, a resident asked to address the new left turn lane restriping located on Rossmoor Parkway. Mr. Bell directed the resident to reach out to the City of Walnut Creek, who has jurisdiction over the restriping of the road.

Residents'
Forum

The Chairman introduced agenda item 7a, review information about the Golden Rain Road merge. Mr. Bell provided a report regarding the accident history at the merge, stating that between January 1, 2014, through the end of October 2018, no reported accidents were caused by the merge. Following discussion, the Committee asked that Mr. Bell make a note of and look into the merge once again when repaving in that location begins.

Golden Rain
Road Merge

The Chairman introduced agenda item 7b, review and consider recommending to the Board the relocation of the Hillside Clubhouse sign at Lower and Upper Golden Rain Road to improve sight distance. Mr. Bell provided an overview of the Hillside Clubhouse sign relocation options. Discussion followed.

Hillside
Clubhouse
Sign
Relocation

A motion was made by Ms. Neff, seconded by Mr. Brown, and CARRIED UNANIMOUSLY to recommend to the GRF Board the relocation of the Hillside Clubhouse sign at Lower and Upper Golden Rain Road to improve sight distance.

The Chairman introduced agenda item 7c, consider additional information regarding significant capital improvement projects. The Chairman distributed a handout, which listed projects with progress updates to all those in attendance. Mr. Matheson then provided an overview of his suggestions for further defining how to prioritize the list of projects, which includes having a threshold of \$250,000 in order to be considered as a capital project, a set amount planned for annual paving, a set amount planned annually for machinery and equipment replacement, and a set amount planned annually for renovation/modernization style projects. Discussion followed.

Defining
Prioritization
of Capital
Improve-
ment
Projects

A motion was made by Ms. Neff, seconded by Mr. Brown, and CARRIED UNANIMOUSLY to recommend to the GRF Board to accept Jeff Matheson’s concept and split the projects off with a separate review for projects under \$250,000 and list projects above the \$250,000 threshold on the major projects list.

\$250K
Threshold
for Major
Projects

A motion was made by Ms. Neff, seconded by Mr. Anderson, and CARRIED, with Mr. Brown abstaining, to recommend to the GRF Board to continue using, as part of current planning tools, these three bulleted items: to set aside an annual amount for paving, set aside an annual amount for machinery and equipment replacement, and to also set aside an annual amount for renovation/modernization style projects.

Setting
Criteria
Guidelines
for Major
Capital
Projects

There being no further business to come before the Committee, the meeting was adjourned at 11:42 a.m.

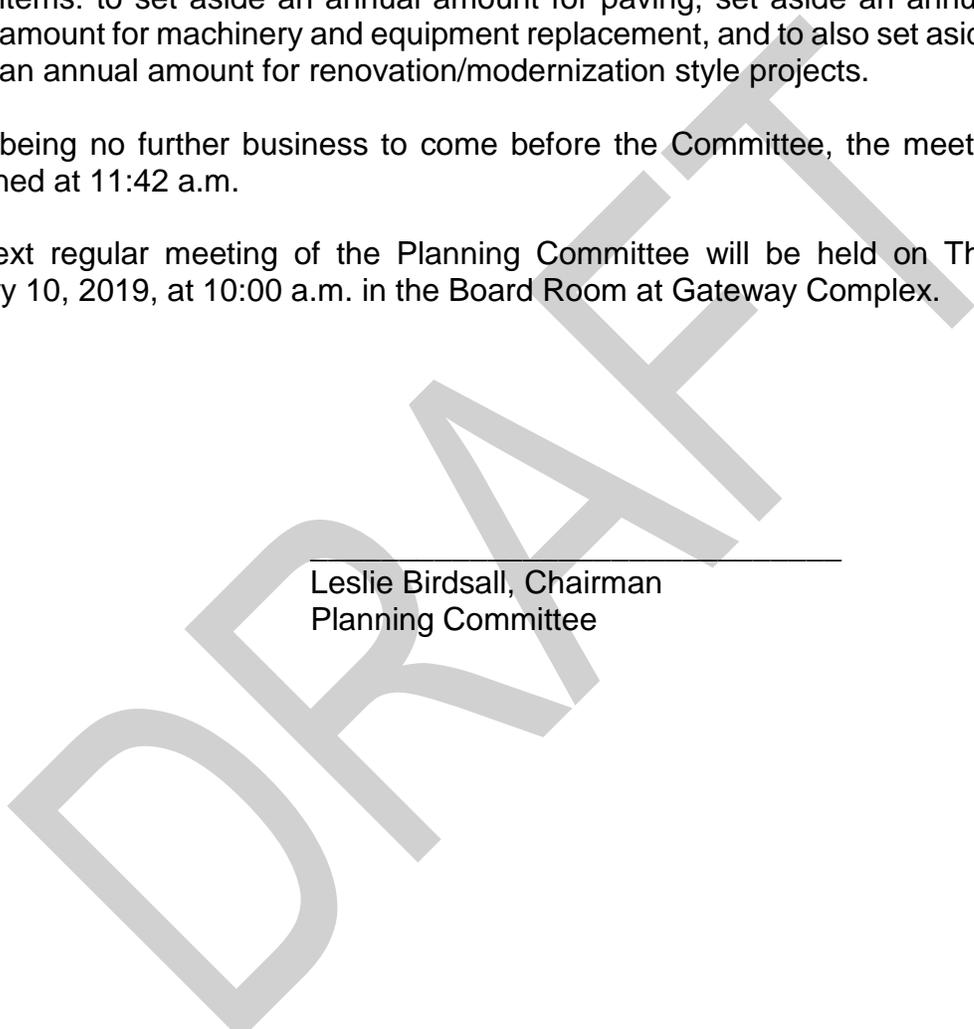
Adjourn-
ment

The next regular meeting of the Planning Committee will be held on Thursday, January 10, 2019, at 10:00 a.m. in the Board Room at Gateway Complex.

Next Mtg.
1/10/19

Leslie Birdsall, Chairman
Planning Committee

dr



Meeting Date: January 18, 2019

**SUMMARY REPORT
GOLDEN RAIN FOUNDATION PLANNING COMMITTEE**

REPORT PREPARED BY:

Tim O'Keefe, CEO

REQUESTED ACTION/RECOMMENDATION:

Discuss Next Steps for Ad Hoc Technology Committee Strategic Technology Plan Report.

BACKGROUND:

At the January 8, 2019, meeting, the Board received the Strategic Technology Plan Report. The Committee should discuss the next steps in the process for determining which projects to implement and when.

It is recommended that the Committee ask the staff to review and comment on each project in 90 days, identify the current status of each initiative (if any) and the timeline and resources required if the project were approved to implement.

ATTACHMENTS:

Attachment #1: Page 2 from Ad Hoc Technology Committee Strategic Technology Plan Report

CRITERIA	Project:
Financial Impact	N/A
Operational Efficiencies	N/A
Dependencies	N/A
Subsequent Actions	Refer to staff then the Committee can better determine how to prioritize the projects.
Alternatives/Options	The Committee can conceive another process.
Time-Frame	90 days
Advantages/Benefits	N/A
Disadvantages/Risks	N/A

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Meeting Date: January 18, 2019

**SUMMARY REPORT
GOLDEN RAIN FOUNDATION PLANNING COMMITTEE**

REPORT PREPARED BY:

Tim O’Keefe, CEO

REQUESTED ACTION/RECOMMENDATION:

Discuss the 2019 Capital Project Budget.

BACKGROUND:

The 2019 proposed Capital Budget is attached. The Committee should review and prioritize the projects using its evaluation tool.

It is important to note that there are several key capital components still to come, which will be added to the list in February:

- Water Reclamation Feasibility Study
- Creek Repair Estimate
- Capital Needs Analysis (consultant’s review of the 20-year capital asset forecast)

ATTACHMENTS:

- Attachment #1: 2019 Capital Expenditure Budget
- Attachment #2: Capital Project List Budget Narrative
- Attachment #3: Project Criteria Template 190118

CRITERIA	Project:
Financial Impact	N/A
Operational Efficiencies	N/A
Dependencies	N/A
Subsequent Actions	Once the prioritization is finalized, the Committee will want to consider forwarding its recommendation to the Board.
Alternatives/Options	The Committee can edit, remove, or add any or all items.
Time-Frame	By the February Board meeting.
Advantages/Benefits	N/A
Disadvantages/Risks	N/A

**Golden Rain Foundation
Capital Projects Budget
2019**

1 Gateway HVAC replacement	615,000
2 Valley Wide street maintenance	520,000
3 Gateway Generator	225,000
4 Complete interior renovation of Vista and Las Trampas rooms-Hillside	100,000
5 Replace the plaster at Dollar Pool	85,000
6 Renovate the Dollar Clubhouse restrooms on the first floor	80,000
7 Fiber Optic Cable Phase I	60,000
7 Fiber Optic Cable Phase II	160,000
8 Database Integration	55,000
9 Replace flooring in the Oak Room	45,000
10 Rossmoor Web Portal	35,000
11 Replace Office Partions in Recreation	30,000
12 New trash & recycling containers for Event Center	25,000
13 Gateway large conference room upgrade	20,000
14 Replace existing golf course irrigation pump	18,000
Architectural Plans to reconstruct the fairway and green for	
15 the 14 tee on Dollar Ranch Course	10,000
16 Ball Wall-Buckeye Tennis Complex	6,000
Grand Total	<u><u>\$ 2,089,000</u></u>

Attachment #2

Golden Rain Foundation Capital Project List 2019

Gateway HVAC replacement buildings A, B and C:

The chiller and boiler servicing buildings A (Fireside Room), B (Admin and Board Offices) and C (Clubhouse) need to be replaced. Installed respectively in 1990 and 1999 they are at the end of their useful life. The air handlers in all 3 buildings were installed in 2002/2003 and close to the end of their useful life. Rather than replacing like for like, staff recommends the installation of a more efficient HVAC system, in line with the shops and multi-purpose rooms HVAC replacement in 2015. The estimated cost for building A is \$175,000, for building B \$215,000, and for building C \$225,000.

The requested budget is \$615,000.

Valley-wide Street maintenance:

Full depth pavement replacement is proposed for the following sections of deteriorated pavement: Lower Golden Rain Road between entry 27 and Skycrest Drive (estimated at \$170,000), and Ptarmigan Drive between Terra Granada Drive and the cul-de-sac (estimated at \$350,000).

The requested budget is \$520,000.

Standby generator for Gateway Complex:

The proposal is to have a standby generator for the Gateway Complex that could provide power in the case of a power outage. The proposed expenditure includes the estimated cost of the generator, installation and a 10% contingency.

The requested budget is \$225,000

Complete interior renovation of Vista and Las Trampas rooms at Hillside Clubhouse:

In 2018 the Diablo Room was improved with new flooring, acoustic panels, paint, and blinds. This project will continue this effort in the Vista and Las Trampas Rooms. In addition, lighting will be up-graded and new chairs purchased.

The requested budget is \$100,000

Replace the plaster at Dollar Pool:

The pool plaster at Dollar is showing signs of failure. The plaster as well as the coping stones, waterline tile, entry stairs, hand rails, etc. are in need of replacement and updating to current accessibility code.

The requested budget is \$85,000

Renovate the Dollar Clubhouse restrooms on the first floor:

The restrooms on the first floor are very dated and simple improvements such as replacing broken tiles or replacing water closet fixtures on an individual basis is extremely difficult. Flooring joists, plumbing, and all the fixtures are in need of replacement. The restrooms cannot be brought up to accessibility code based on available space so the gender neutral restroom on the first floor must be brought up to current code as well.

The requested budget is \$80,000

Fiber Optic Cable:

The Fiber optic cable is the backbone of the Rossmoor corporate network. It provides connectivity for our computer data as well as the telecommunications, access control for the security gate and video surveillance. It connects Mutual Operations “MOD”, Gateway, Creekside, the fitness center and the Security Gate.

The existing fiber optic allows for data transmission speeds of 100 Mbps per strand. We are currently at the limit of the amount of data that we can pass on our network and with the increasing demands of computer, telecommunications and video surveillance our current bandwidth is insufficient. The new fiber optic cable will allow for data speeds in excess of 10 Gbps per strand. In addition, the current fiber optic is over 20 years old and several strands have failed.

Phase one: This would involve an inspection of the conduit in which the existing fiber optic cable resides and the installation of a “Pull Tape” that would be used to install the new cable. The existing cable will remain operational while this process is being performed.

The requested budget is \$60,000

Phase two: If the inspection determines that the conduit is in good condition, the new cable would be installed using the “Pull Tape.”

The requested budget is \$160,000

Note: If in phase one it is determined that all or part of the conduit needs to be replaced there would be an additional cost. This would need to be determined and presented to the Board.

Database integration:

In August 2018 the GRF Board approved an expenditure to engage a consultant to evaluate software integration. The consultant provided a proposal to integrate GRF’s six databases. The proposed expenditure includes the cost of the consultant’s labor, a SQL server and an approximate \$9,000 contingency.

The requested budget is \$55,000

Replace flooring in the Oak Room at Gateway:

The carpeting in the Oak Room is badly stained and requires frequent professional cleaning. The cost per cleaning is \$900.00. This project will replace the carpet with a laminate flooring similar to the new flooring in the Diablo Room. This new flooring will be much easier and cheaper to maintain.

The requested budget is \$45,000

Web Portal:

New resident portal will be created to link to the proposed central database and to provide direct access and log in to secure Rossmoor application such as golf, recreation, ticketing, Fitness, etc.

The requested budget is \$35,000

Replace office partitions in Recreation at Gateway:

The existing office partitions are in poor condition and in need of replacement. New partitions will be better configured to maximize available space for existing staff plus the addition of the new Application Specialist position.

The requested budget is \$30,000

Purchase new trash and recycling containers for Event Center:

The current trash and recycle containers are not combo units and the distinction between trash and recycling is not very evident. This results in contaminated recycling. This project would add 10 trash and recycling combo units at the Event Center.

The requested budget is \$25,000

Gateway large conference room upgrade:

We propose to upgrade the Gateway large conference room with audio video conferencing equipment. This upgrade would allow with greater ease to have people join meetings that were not available to attend in person. This would also make presentations such as Microsoft PowerPoint, Excel and other applications much easier and clearer to view. We would be adding a large screen display monitor as well as a camera and audio video conferencing equipment. We would also be adding a dedicated microcomputer that would replace the need to hook up a notebook computer every time a presentation is required. We would still have the availability to connect a notebook or tablet if needed.

The requested budget is \$20,000

Replace existing Golf irrigation pump

To replace failing fully depreciated piece of equipment

The requested budget is \$18,000

Hire Architect to complete Plans to reconstruct the fairway and green for the 14 tee on the Dollar Ranch Course

The 14th hole on the Dollar Ranch Course is poorly configured and on the priority list for reconstruction. An architect would need to complete the plans for the fairway improvements and relocation of the green. Actual construction would be planned for 2020.

The requested budget is \$10,000

Ball Wall at Buckeye Tennis Complex:

Add a ball wall to the Buckeye complex –

The Tennis Club has requested the installation of a ball wall for practice purposes. The wall would be added to one of the existing courts. The Club has offered to pay 1/3 of the cost to install the wall.

The requested budget is \$6,000

