



OPEN MEETING

**REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

**Tuesday, August 7, 2018 - 9:30 a.m.
Laguna Woods Village Community Center Board Room 24351 El Toro Road**

NOTICE AND AGENDA

- 1. Call Meeting to Order / Establish Quorum—Thomas Sirkel, President**
- 2. Pledge of Allegiance – Director Juhan**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes of Meeting**
 - (a) July 3, 2018 – Regular Open Session Meeting
- 6. Report of Chair**
- 7. Update from VMS – Director Shimon**
- 8. CEO Report**
- 9. Open Forum (Three Minutes per Speaker)** - *At this time the Speakers may address the Board of Directors regarding items not on the agenda and within the jurisdiction of the Board of Directors of the Golden Rain Foundation. There is a maximum time limit of three minutes per speaker and a speaker may only address the Board once during this period. The Board reserves the right to limit the total amount of time allotted for the Open Forum.*
- 10. Responses to Open Forum Speakers**
- 11. Consent Calendar** - *All matters listed under the Consent Calendar are considered routine and will be enacted by the Board by one motion in the form listed below. In the event that an item is removed from the Consent Calendar by members of the Board, such item(s) shall be the subject of further discussion and action by the Board.*

- (a) Update GRF Committee Appointments
- (b) Entertain a Motion to Approve an Inspector of Election for Special Elections

12. Unfinished Business

- (a) Entertain a Motion to Introduce a Resolution to Amend the GRF Electronic Payment Policy **(JULY initial notification – 30 day notification to comply with Civil Code §4360 has been satisfied)**
- (b) Entertain a Motion to Introduce a Resolution for the Non-Return of ID Cards **(JULY initial notification – 30 day notification to comply with Civil Code §4360 has been satisfied)**
- (c) Entertain a Motion to Approve the Amended the GRF Mobility and Vehicles Committee Charter
- (d) Entertain a Motion to Approve the Disaster Preparedness Task Force Charter

13. New Business

- (a) Entertain a Motion to Approve the Art Affair Open to Public
- (b) Entertain a Motion to Approve the proposed Energy Task Force Charter

14. Committee Reports

- (a) Report of the Finance Committee/Financial Reports – Director Phelps. Next meeting August 22, 2018, at 1:30 p.m. in the Board Room.
- (b) Report of the Community Activities Committee – Director Perak. Next meeting September 13, 2018, at 2:00 p.m. in the Board Room.
- (c) Report of the Maintenance & Construction Committee – Director Matson. Next meeting August 8, 2018, at 9:30 a.m. in the Board Room.
 - Report of the Performing Arts Center (PAC) Renovation Ad Hoc Committee - Director Perak. Next meeting TBA
 - Report of Village Energy Task Force – Director Moldow
- (d) Report of the Media & Communications Committee – Director Perak in Director Milliman's absence. Next meeting August 20, 2018, at 1:30 p.m. in the Board Room.
- (e) Report of the Mobility & Vehicles Committee – Director Troutman. Next meeting October 3, 2018, at 1:30 p.m. in the Board Room.

- (f) Report of the Security & Community Access Committee – Director Sabol Soule. Next meeting August 27, 2018, at 1:30 p.m. in the Board Room
 - Report of the Traffic Hearings – Director Gros. Next meeting August 15, 2018, 9:00 a.m. in the Board Room & 1:00 p.m. in the Cypress Room.
 - Report of the Disaster Preparedness Task Force- Director Troutman. Next meeting September 25, 2018, 9:30 a.m. in the Cypress Room.

15. Future Agenda Items - *All matters listed under Future Agenda Items are Resolutions on 30-day public review or items for a future Board Meeting. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*

None

16. Directors' Comments

17. Recess - *At this time, the Meeting will recess for lunch and reconvene to Executive Session to discuss the following matters per California Civil Code §4935.*

Closed Executive Session Agenda

Approval of Agenda

Approval of Minutes

(a) July 3, 2018 – Regular Executive Session

Discuss and Consider Member Disciplinary Matters

Discuss and Consider Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Litigation Matters

Discuss Litigation Report Summary

18. Adjournment

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OPEN SESSION

Minutes of the Regular Meeting of the Golden Rain
Foundation Tuesday, July 3, 2018, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California.

Directors Present: Thomas Sirkel, Beth Perak, Joan Milliman,
Jim Matson, Richard Palmer, Annette Sabol Soule, Judith
Troutman, Bert Moldow, Ray Gros, Diane Phelps, and Jim Juhan

Directors Absent: None

Staff Present: Siobhan Foster, Eileen Paulin, Brian Gruner and
Whitney Thornton

Others Present:
United Mutual: Juanita Skillman, Pat English, and Cash
Achrekar
Third Mutual: Jim Frankel
VMS: Lisa Bender, Dick Rader and Mary Stone
50 Mutual: Ryna Rothberg

1. Call to Order

President Sirkel called the meeting to order at 9:30 a.m., and acknowledged that a quorum was present.

2. Pledge of Allegiance to the Flag

Director Matson led the meeting in the Pledge of Allegiance to the Flag.

3. Acknowledgment of Media

A representative of the Laguna Woods Globe and the Village Television Camera Crew, by way of remote cameras, were acknowledged as present.

4. Approval of Agenda

Director Moldow made a motion to approve the Agenda as presented. Director Phelps seconded the motion and it passed by unanimous consent.

5. Approval of Minutes

Director Matson made a motion to approve the minutes of June, 2018. The motion was seconded by Director Milliman and it passed by unanimous consent.

6. Report of the Chair

President Sirkel led a moment of silence for Long Beach Fire Captain David Rosa, re-

enacted the check presentation from the Men's Club Memorial Golf Tournament to the Foundation of Laguna Woods Village with John Soule, David Schmedley, Brian Gruner, and Director Perak.

7. Update from VMS

Director Bender gave an update of the VMS meetings in the month of June:

- Overview of VMS Strategic Plan Goals
- Provide exemplary customer service
- Data analysis on service calls for landscaping issues
- Facilitate efficient operations
- Continuing to provide a safe community
- Provide transparent communications
- Become employer of choice
- Conducted interview with Eileen Paulin
- Encouraged residents to seek out Board and Committee positions

8. CEO Report

Siobhan Foster, COO, gave a report in the absence of Brad Hudson, CEO, on upcoming community events and updates on current renovation and construction projects:

- Upcoming 4th of July events
- Launch of electronic contact system
- Stingray music platform by Broadband
- Removal of next series of analog television channels
- Dates for annual seal/coat program
- Renovations of Gatehouses 4, 10, 11, 12 update
- Pickle ball/ Paddle tennis project update
- Golf cart registration

9. Open Forum (Three Minutes per Speaker)

Members spoke on the following topics: Realtor signage, home inspections, Performing Arts Center Committee, Grant writers, CPR training available to the community, specifications of grocery carts allowed on buses, traffic from Fire Captain David Rosa's visitation, voter turnout in The Village, library electronic notification system, Monday movie interruption, possible use of long range acoustic device (LRAD) in The Village, opposition to seat reduction at the Performing Arts Center, and opposition to raising ticket prices for events held in the Performing Arts Center.

10. Response to Open Forum Speakers

Several Directors responded to and provided input regarding member comments.

11. Consent Calendar – None

12. Unfinished Business – None

13. New Business

- (a) Entertain a Motion to Introduce a Resolution to Amend the GRF Electronic Payment Policy

The Secretary of the Board read the following resolution:

RESOLUTION 90-18-XX
ELECTRONIC PAYMENT POLICY

WHEREAS, Golden Rain Foundation of Laguna Woods Village (GRF) has adopted several electronic payment methods over the years; and

WHEREAS, credit card payments are accepted at several point-of-sale locations, such as those used at the Village Greens (Resolution 90-11-102), Broadband Services (Resolution 90-12-130), and the Performing Arts Center (90-14-01), with the associated merchant processing fees absorbed into operations at these revenue-generating operations; and

WHEREAS, GRF offers an electronic payment method for monthly assessments called EZPay and 70 percent of Laguna Woods Village members take advantage of this free auto-debit service to automatically deduct assessments from their bank account while other members use their own online banking service to generate electronic payments; both of these low-cost services continue without user fees; and

WHEREAS, GRF desires to increase electronic payment options for assessments and introduce options for chargeable services; and

WHEREAS, GRF has initiated a service agreement to process electronic payments via the Community's resident portal and in person at the Community Center, which will be activated once the technology infrastructure is in place;

NOW THEREFORE BE IT RESOLVED, on July 3, 2018, that GRF introduces the acceptance of electronic payments for assessments, fines, fees, and chargeable services; and

RESOLVED FURTHER, for assessments, the payer will be charged a convenience fee equal to an amount necessary to offset all

processing fees contracted with the merchant provider, currently 2.95% per credit card transaction; and

RESOLVED FURTHER, fees will be updated as needed based on contractual agreements and passed on to the payer without further resolution updates; and

RESOLVED FURTHER, that Resolution 90-18-21 adopted May 1, 2018, is hereby superseded and canceled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

(JULY initial notification – must postpone 30-days (August) to comply with Civil Code §4360)

Director Milliman made a motion to introduce a Resolution to approve an Electronic Payment Policy. Director Perak seconded the motion and the motion passed by unanimous consent.

- (b) Entertain a Motion to Introduce a Resolution for the Non-Return of ID Cards

The Secretary of the Board read the following resolution:

RESOLUTION 90-18-XX
Non-Return Fee of Identification Card Fee (ID)

WHEREAS, the Golden Rain Foundation requires that all individuals approved to reside in the Village register and carry an ID card with them at all times; and

WHEREAS, the Resident Services Department issues ID cards and vehicle decals when a resident is approved to reside in the unit; and

WHEREAS, there has been an average of sixty (60) Residents per month not returning their I.D. cards upon ending their lease or selling their unit

NOW THEREFORE BE IT RESOLVED, July 3, 2018, that the Board of Directors of this Corporation hereby introduces a fee of \$125 for non-return of ID cards; and

RESOLVED FURTHER, that the Board of Directors of this Corporation reaffirms its non-return fee of \$125 for vehicle decals; and

RESOLVED FURTHER, that the officers and agents of this

Corporation are hereby authorized on behalf of this Corporation to carry out the purpose of this resolution.

(JULY initial notification – must postpone 30-days (August) to comply with Civil Code §4360)

Director Milliman made a motion to introduce a Resolution to approve a Non-Return Fee of Identification Card Fee. Director Troutman seconded the motion and discussion ensued among the Directors.

President Sirkel called for a vote and the motion passed by unanimous consent.

- (c) Discuss and Consider Approving the Proposed Amendment to Trust Agreement to Extend its Term

The Secretary of the Board read the following from the Staff report:

DISCUSSION

Either the passage of 60 years from March 2, 1964, or 21 years after the death of the last of above persons will trigger termination of the Trust. Preliminary research indicates that one or more of the above persons are alive. March 2, 2024 is 60 years from March 2, 1964, and since this is less than 21 years from the present, the Trust will terminate on March 2, 2024. Therefore, the immediate purpose of the proposed amendment is to ensure the Trust does not terminate on March 2, 2024. Secondly, by amending the Trust to remove the contingency for termination based on the date of the last to die of the above individuals, the possibility of the Trust unknowingly terminating is eliminated. The proposed amendment provides certainty and manageability.

AMENDMENT

Section VI of the Trust Agreement is deleted in its entirety and replaced with the following:

“This Trust is and shall be irrevocable by and shall not be subject to alteration, modification or amendment by TRUSTEE, except as provided in paragraph C of Section VII hereof. The Trust may at any time or from time to time be altered, modified or amended by written instrument executed by TRUSTEE and by all the Cooperatives which have at such time become, and then remain Beneficiaries of the Trust. The Trust may at any time be terminated by the written election, delivered to TRUSTEE, of all the Cooperatives which have at such time become, and then remain, beneficiaries of the Trust. If any Beneficiary shall have assigned its beneficial interest hereunder, consent of the assignee shall also be required for any such alteration, modification, amendment or termination.

The Trust shall in all events terminate, if it has not earlier been terminated or further extended, by amendment, consistent with the Act and the rule against perpetuities, twenty (20) years from March 2, 2024.

Promptly following termination of this Trust, the TRUSTEE shall render an accounting to each of the Beneficiaries and shall distribute all of the Trust Estate, subject to any debts of or charges against the Trust Estate (including but not limited to obligations, if any, of the Trust Estate to the TRUSTEE), to the Beneficiaries, in the form of undivided interests proportional to their respective Truited Sums."

Discussion ensued among the Directors.

Director Milliman moved to recommend the Proposed Trust Amendment for approval. Director Sabol Soule seconded the motion and it passed by unanimous consent.

- (d) Entertain a Motion to Approve a Resolution Proclaiming July as National Parks and Recreation Month (Recreation Makes Life Better)

The Secretary of the Board read the following:

RESOLUTION 90-18-29

Designation of July as Parks and Recreation Month

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including Laguna Woods Village; and,

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and,

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and,

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and,

WHEREAS parks and recreation areas are fundamental to the environmental well-being of our community; and,

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and,

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and,

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and,

WHEREAS Laguna Woods Village recognizes the benefits derived from parks and recreation resources.

NOW THEREFORE, BE IT RESOLVED, July 3, 2018, that the Board of Directors of this Corporation hereby designates July 2018 as National Park and Recreation Month in Laguna Woods Village; and,

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

Director Milliman made a motion to accept the Resolution designating July as Parks and Recreation Month and Director Matson seconded the motion.

Discussion ensued among the Directors.

President Sirkel called for a vote and the motion passed by a vote of 8-3-0 (Director Palmer, Director Moldow, and Director Phelps opposed).

14. Committee Reports

- (a) Report of the Finance Committee/Financial Reports – Director Phelps. Next meeting August 22, 2018, at 1:30 p.m. in the Board Room.
- (b) Report of the Community Activities Committee – Director Perak. Next meeting July 19, 2018, at 1:00 p.m. in the Board Room.

- (c) Report of the Maintenance & Construction Committee – Director Matson. Next meeting August 8, 2018, at 9:30 a.m. in the Board Room.
 - Report of the Performing Arts Center (PAC) Renovation Ad Hoc Committee - Director Perak. Next meeting TBA
- (d) Report of the Media & Communications Committee – Director Milliman. Next meeting July 16, 2018, at 1:30 p.m. in the Board Room.
- (e) Report of the Mobility & Vehicles Committee – Director Troutman. Next meeting August 1, 2018, at 1:30 p.m. in the Board Room.
- (f) Report of the Security & Community Access Committee – Director Sabol Soule. Next meeting August 23, 2018, at 1:30 p.m. in the Board Room
 - Report of the Traffic Hearings – Director Gros. Next meeting July 18, 2018, 9:00 a.m. in the Board Room & 1:00 p.m. in the Cypress Room.
 - Report of the Disaster Preparedness Task Force- Director Troutman. Next meeting July 31, 2018, 9:30 a.m. in the Cypress Room.

15. Future Agenda Items

- (a) Approve the Design and Creation of a Decorative Art Wall at Clubhouse 4
- (b) Discuss and Consider Golf Cart Safety Training

16. Director's Comments

- Director Troutman, Director Sabol Soule, Director Milliman, and Director Palmer wished everyone a happy 4th of July;
- Director Juhan, Director Matson, and Director Sabol Soule commented that it was a good meeting;
- Director Gros commented that Laguna Canyon Foundation paperwork had not been received, but should be available soon (949-497- 8324);
- Director Perak encouraged residents to enjoy the 4th of July holiday and to attend Clubhouse 2 festivities;
- Director Moldow wished everyone well;
- President Sirkel thanked everyone for their contributions and encouraged all to keep up the good work.

- 17. Recess** - *At this time the Meeting recessed for lunch to reconvene to Executive Session to discuss the following matters per California Civil Code §4935.*

The Board recessed to Closed Session at 11:48 a.m.

Closed Executive Session Agenda

Approval of Agenda

Approval of Minutes

(a) June 5, 2018 – Closed Executive Session

Discuss and Consider Member Disciplinary Matters

Discuss and Consider Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Litigation Matters

Discuss Litigation Report Summary

Adjournment

Adjourn

The meeting was adjourned at 2:10 p.m.


Joan Milliman, Secretary of the Board
Golden Rain Foundation

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STAFF REPORT

DATE: August 7, 2018
FOR: GRF Board of Directors
SUBJECT: GRF Committee Appointments

RECOMMENDATION

Approve a Resolution of the Committee Appointments for GRF Board Committees.

BACKGROUND

In June, the Board approved changes to the Business Planning Committee. The Board needs to approve the changes officially by resolution.

DISCUSSION

The GRF Board Committee Appointments (Attachments 1) has been updated.

FINANCIAL ANALYSIS

None.

Prepared By: Cheryl Silva, Corporate Secretary

Reviewed By: Siobhan Foster, COO

ATTACHMENT(S)

Attachment 1: GRF Committee Appointments Resolution

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RESOLUTION 90-18-xx
GRF Committee Appointments

RESOLVED August 7, 2018, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Business Planning

Diane Phelps, (GRF)
Tom Sirkel, (GRF)
Annette Sabol-Soule (GRF)
Rosemarie diLorenzo, (Third)
Steve Parsons, (Third)
Gary Morrison, (United)
Juanita Skillman, (United)
Al Amado, (Mutual 50)

Community Activities

Beth Perak, Chair (GRF)
Joan Milliman, Vice Chair (GRF)
Diane Phelps, (GRF)
Steve Parsons (Third)
Jules Zalon, (Third)
Jack Connelly, Alternate (Third)
Janey Dorrell, (United)
Juanita Skillman, (United)
Ryna Rothberg, (Mutual 50)
Non-Voting Advisers: Leon St. Hilaire, Jeff Shetler

Finance

Diane Phelps, Chair (GRF)
Annette Sabol Soule, Vice Chair (GRF)
Thomas Sirkel, (GRF)
Rosemarie diLorenzo, (Third)
Steve Parsons, (Third)
Bill Walsh, Alternate (Third)
Gary Morrison, (United)
Juanita Skillman, (United)
Al Amado, (Mutual 50)
Non-Voting Advisers: Alan Dickinson, Greg Corigliano, Diane Casey

Maintenance & Construction

Jim Matson, Chair (GRF)
Richard Palmer, Vice Chair (GRF)
Beth Perak, (GRF)
John Frankel, (Third)
Bunny Carpenter, (Third)
Bill Walsh, Alternate (Third)
Carl Randazzo, (United)

Don Tibbetts, (United)
Ryna Rothberg, (Mutual 50)
Non-Voting Advisers: John Luebbe, Ruth Matson

Media and Communications

Joan Milliman, Chair (GRF)
Beth Perak, Vice Chair (GRF)
Jim Juhan, (GRF)
Burt Baum, (Third)
Roy Bruninghaus, (Third)
Jack Connelly, Alternate (Third)
Maggie Blackwell, (United)
Juanita Skillman, (United)
Ryna Rothberg (Mutual 50)
Non-Voting Advisers: Steve Carman, John Perak, Lucy Parker

Mobility & Vehicles

Judith Troutman, Chair (GRF)
Ray Gros (GRF)
Bert Moldow, (GRF)
Roy Bruninghaus, (Third)
John Frankel, (Third)
Cash Achrekar, (United)
Reza Bastani, (United)
John Dalis, (Mutual 50)
Non-Voting Advisers: Shelva Linzki, vacant (1)

PAC Renovation Ad Hoc Committee

Beth Perak, Chair (GRF)
Joan Milliman, Vice Chair (GRF)
Richard Palmer, (GRF)
John Frankel, (Third)
Bill Walsh, (Third)
Don Tibbetts, (United)
Juanita Skillman, (United)
Irving Waaland, (Mutual 50)
Non-Voting Advisers: Sheila Bilaka, John Perak

Security and Community Access

Annette Sabol Soule, Chair (GRF)
Ray Gros, Vice Chair (GRF)
Jim Juhan, (GRF)
Roy Bruninghaus, (Third)
John Frankel, (Third)
Cush Bhada, Alternate (Third)
Pat English, (United)
Don Tibbetts, (United)
Non-Voting Advisers: Larry Cunningham, Frank Tybor

Disaster Preparedness Task Force

Judith Troutman (GRF)
Jim Juhan (GRF)
Roy Bruninghaus (Third)
John Frankel (Third)
Cash Achrekar (United)
Gary Morrison (United)
Inesa Nords-Leth (Mutual 50)

Laguna Woods Village Traffic Hearings

Ray Gros, (GRF)
Jules Zalon, (Third)
John Frankel, Alternate (Third)
Cash Achrekar, (United)
Board Members by Rotation (Mutual 50)

Energy and Technology Committee

Jim Juhan (GRF)
Bert Moldow (GRF)
Juanita Skillman (United)
Carl Randazzo (United)
Bill Wash, Chair (Third)
Burt Baum (Third)
John Frankel (Third)
Advisor: Steve Leonard

Board Members by Rotation (Mutual 50)

RESOLVED FURTHER, that Resolution 90-18-31 adopted June 5, 2018, is hereby superseded and cancelled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

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STAFF REPORT

DATE: August 7, 2018
FOR: Board of Directors
SUBJECT: Approve Inspector of Election Services

RECOMMENDATION

Appoint Catherine Laster of Village Management Services, Inc. as the Inspector of Election for the August 13, 2018 Special Meeting of the Corporate Members.

BACKGROUND

Corporations Code § 7614 authorizes boards to appoint an inspector of elections to act at meetings. The Inspector of Elections is utilized to perform several tasks during an election including, but not limited to: determine voting power, validate proxies, receive ballots, tabulate votes, and certify results.

DISCUSSION

Given the gravity of an amendment to the Trust in combination with weighted balloting, it is advisable that GRF appoint an Inspector of Election for this meeting. While not compelled by law to make an appointment, if an appointment is not made, a Corporate Member may then request that an inspector be appointed, and under Corporations Code Section 7614(a), an on the spot appointment would then be mandatory. By working closely with counsel to ensure the inspector's duties are performed impartially, in good faith, to the best of the inspector's ability and as expeditiously as practical, any report or certificate made by the inspector is prima facie evidence of the facts stated therein, strengthening GRF's position were an elections challenge to ensue.

FINANCIAL ANALYSIS

This appointment represents a \$1,000 per event savings as compared to contracts for these services by a third party vendor.

Prepared By: Siobhan Foster, COO

Reviewed By: Betty Parker, Financial Services Director

ATTACHMENT

ATT1: Resolution – Approve Inspector of Election Appointment

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RESOLUTION 90-18-xx

Approve Inspector of Election Appointment

WHEREAS, Corporations Code § 7614 authorizes boards to appoint an inspector of elections to act at meetings;

WHEREAS, an Inspector of Elections is used, among other tasks, to determine voting power, validate proxies, receive ballots, tabulate votes, and certify results; and,

WHEREAS, the appointment of a member of staff represents a cost savings to GRF compared to contracting with an outside vendor.

NOW THEREFORE BE IT RESOLVED, August 7, 2018, that the Board of Directors of this Corporation hereby appoints Catherine Laster of Village Management Services, Inc. to perform Inspector of Election services for the August 13, 2018 Meeting of the Corporate Members;

RESOLVED FURTHER, that the foregoing appointment is extended to other special corporate member meetings held throughout the year; and

RESOLVED FURTHER, that the officers and agents of this Corporation are directed on behalf of the Corporation to carry out this resolution.

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STAFF REPORT

DATE: August 7, 2018
FOR: Board of Directors
SUBJECT: Electronic Payments Policy

RECOMMENDATION

Approve a Resolution to revise Electronic Payment Policy (Attachment 1), removing the convenience fee from fines, fees, and chargeable services.

BACKGROUND

GRF offers an electronic payment method for monthly assessments called EZPay and 70% of Laguna Woods Village members take advantage of this free auto-debit service to automatically deduct assessments from their bank account. Some residents also use their own online banking service to generate electronic payments and “push” them to GRF electronic banking services. These services will continue without any user fees.

In May 2018, the GRF Board adopted a policy by Resolution 90-18-21 to expand electronic payment options and accept credit card payments for assessments, fines, fees, and chargeable services with all merchant processing costs being passed on to the user as a convenience fee. However, the Mutuals have since expressed a preference to exclude fines, fees, and chargeable services from the user fees.

DISCUSSION

The GRF electronic payment policy requires revision to exclude fines, fees, and chargeable services from the convenience fee, per Mutual request.

FINANCIAL ANALYSIS

The impact of merchant costs will be reported back to the Board once a pattern of usage is determined.

Prepared By: Betty Parker, CFO
Reviewed By: Siobhan Foster, COO

ATTACHMENT(S)

ATT1 – Electronic Payment Policy Resolution

RESOLUTION 90-18-XX

ELECTRONIC PAYMENT POLICY

WHEREAS, Golden Rain Foundation of Laguna Woods Village (GRF) has adopted several electronic payment methods over the years;

WHEREAS, credit card payments are accepted at several point-of-sale locations, such as those used at the Village Greens (Resolution 90-11-102), Broadband Services (Resolution 90-12-130), and the Performing Arts Center (90-14-01), with the associated merchant processing fees absorbed into operations at these revenue-generating operations;

WHEREAS, GRF offers an electronic payment method for monthly assessments called EZPay and 70 percent of Laguna Woods Village members take advantage of this free auto-debit service to automatically deduct assessments from their bank account while other members use their own online banking service to generate electronic payments: both of these low-cost services continue without user fees;

WHEREAS, GRF desires to increase electronic payment options for assessments and introduce options for chargeable services; and,

WHEREAS, GRF has initiated a service agreement ~~with RevoPay~~ to process electronic payments via the Community's resident portal and in person at the Community Center, which will be activated once the technology infrastructure is in place.

NOW THEREFORE BE IT RESOLVED, on ~~March 6, 2018~~ July 3, 2018 that GRF introduces the acceptance of electronic payments for assessments, fines, fees, and chargeable services;

RESOLVED FURTHER, ~~for assessments with the payor being will be~~ charged a convenience fee equal to an amount necessary to offset all processing fees contracted with the merchant provider, currently 2.95% per credit card transaction;

RESOLVED FURTHER, ~~fees will start at 2.95 percent per credit card transaction and \$1.95 per eCheck/ACH transaction~~

RESOLVED FURTHER, ~~and fees~~ will be updated as needed based on contractual agreements and passed on to the payor without further resolution updates; and,

RESOLVED FURTHER, that Resolution 90-18-21 adopted May 1, 2018 is hereby superseded and canceled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

RESOLUTION 90-18-XX

ELECTRONIC PAYMENT POLICY

WHEREAS, Golden Rain Foundation of Laguna Woods Village (GRF) has adopted several electronic payment methods over the years; and

WHEREAS, credit card payments are accepted at several point-of-sale locations, such as those used at the Village Greens (Resolution 90-11-102), Broadband Services (Resolution 90-12-130), and the Performing Arts Center (90-14-01), with the associated merchant processing fees absorbed into operations at these revenue-generating operations; and

WHEREAS, GRF offers an electronic payment method for monthly assessments called EZPay and 70 percent of Laguna Woods Village members take advantage of this free auto-debit service to automatically deduct assessments from their bank account while other members use their own online banking service to generate electronic payments: both of these low-cost services continue without user fees; and

WHEREAS, GRF desires to increase electronic payment options for assessments and introduce options for chargeable services; and

WHEREAS, GRF has initiated a service agreement to process electronic payments via the Community's resident portal and in person at the Community Center, which will be activated once the technology infrastructure is in place;

NOW THEREFORE BE IT RESOLVED, on August 7, 2018 that GRF introduces the acceptance of electronic payments for assessments, fines, fees, and chargeable services; and

RESOLVED FURTHER, for assessments the payor will be charged a convenience fee equal to an amount necessary to offset all processing fees contracted with the merchant provider, currently 2.95% per credit card transaction; and

RESOLVED FURTHER, fees will be updated as needed based on contractual agreements and passed on to the payor without further resolution updates; and

RESOLVED FURTHER, that Resolution 90-18-21 adopted May 1, 2018 is hereby superseded and canceled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

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ENDORSEMENT

Non-Return Fee for Identification Cards

Chief Moy presented the Non Return of ID Penalty staff report for consideration. The Committee commented and asked questions.

Director Bruninghaus made a motion (a) to rescind the Lessee Deposit Fee of \$125 per decal(s) and \$125 per ID card(s) and (b) move forward with the increased fee for Non-returned ID cards. Director Skillman seconded the motion.

By unanimous vote, the motion passed.

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STAFF REPORT

DATE: August 7, 2018
FOR: Board of Directors
SUBJECT: Non-Return Fee for Identification Cards

RECOMMENDATION

Staff recommends the fee for Non-Return of Identification Cards be increased to \$125.

BACKGROUND

The Board requires that all individuals approved to reside in the Village register and carry an identification (ID) card with them at all times. On March 7, 1995, the Board of Directors established a \$25 fee for lost ID cards based on the time and cost involved in making replacement cards.

On February 22, 2018, the Security and Community Access Committee (SCAC) discussed creating a Lessee Deposit Program that would cover the fee for non-return of vehicle decals and ID cards if a resident moved out of the Village. The Lessee Deposit Fee would be \$125 per vehicle decal and \$125 per ID card required for the residents occupying the unit. The deposit would be refunded when the vehicle decals and ID cards are returned. The Committee also requested that a fee for non-return of ID cards be established and equal the fee for vehicle decals, which is \$125. Non-returned ID cards do not include those which are lost, stolen or destroyed.

On April 26, 2018, the SCAC discussed the Non-Return Fee for Identification Cards. The Committee voted to rescind the Lessee Deposit Fee for decal(s) and ID card(s) and move forward with the increased fee for Non-returned ID cards.

DISCUSSION

The Resident Services Department issues ID cards and vehicle decals when a resident is approved to reside in the unit. The Resident Services Department updates vehicle decals for residents on a yearly basis by way of a Community-wide mailing.

At present time, a monthly average of 60 residents fail to return their ID cards upon ending their lease or selling their unit (Attachment 1). The cards are deactivated upon non-return; however, an individual may continue to use the ID cards to gain access to the facilities and clubhouses. The proposed increase will be used to offset administrative costs, deter individuals who are moving out from failing to return their ID cards, and provide uniformity with the non-return vehicle decal fee. This fee will not apply to current residents whose ID cards were lost, stolen, or destroyed. The replacement card fee for current Members and occupants will remain at \$25. Staff anticipates that residents will attempt to circumvent the \$125 fee for non-return of ID cards by claiming they lost their current card and only pay the \$25 fee for lost, stolen or destroyed cards.

Staff researched the logistics of establishing a Lease Deposit Program and does not recommend implementation. The deposit program would create excessive administrative responsibilities that would be cost prohibitive.

FINANCIAL ANALYSIS

The proposed fee for non-return of ID cards will act as a deterrent and decrease the number of former residents who fail to return their ID cards upon moving out of the community.

Prepared By: Francis Rangel, Operations Manager

Reviewed By: Barbara Bridges, Resident Services Supervisor
Pamela Bashline, Community Services Manager
Christine Spahr, Resident Services Director
Tim Moy, Chief of Security
Betty Parker, Financial Services Director

ATTACHMENT(S)

Attachment 1: ID Card Charges

Attachment 2: Proposed Resolution

Attachment 1

Leasing Office ID CARD CHARGES

July 1 to December 15, 2017 AND January 1 to March 31, 2018

2017	United		Third		Total of Both
MONTH	# OF	AMT.	# OF	AMT.	
JULY	26	\$ 650.00	49	\$ 1,225.00	\$ 1,875.00
AUGUST	38	\$ 950.00	45	\$ 1,650.00	\$ 2,600.00
SEPTEMBER	30	\$ 725.00	16	\$ 1,450.00	\$ 2,175.00
OCTOBER	33	\$ 850.00	21	\$ 1,725.00	\$ 2,575.00
NOVEMBER	38	\$ 950.00	31	\$ 1,725.00	\$ 2,675.00
DECEMBER	21	\$ 550.00	28	\$ 1,610.00	\$ 2,160.00
TOTAL	186	\$ 4,675.00	190	\$ 9,385.00	

2018	United		Third		Total of Both
MONTH	# OF	AMT.	# OF	AMT.	
JANUARY	23	\$ 575.00	33	\$ 825.00	\$ 1,400.00
FEBRUARY	32	\$ 800.00	28	\$ 700.00	\$ 1,500.00
MARCH	27	\$ 675.00	44	\$ 1,100.00	\$ 1,775.00
TOTAL	82	\$ 2,050.00	105	\$ 2,625.00	

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Attachment 2

RESOLUTION 90-18-XX

Non-Return Fee of Identification Card Fee (ID)

WHEREAS, the Golden Rain Foundation requires that all approved individuals to reside in the Village register and carry an ID card with them at all times; and

WHEREAS, the Resident Services Department issues ID cards and vehicle decals when a resident is approved to reside in the unit;

NOW THEREFORE BE IT RESOLVED, August 7, 2018 that the Board of Directors of this Corporation hereby establishes a fee for non-return of ID cards of \$125; and

RESOLVE FURTHER, that the Board of Directors of this Corporation reaffirms its non-return fee of \$125 for vehicle decals; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of this Corporation to carry out the purpose of this resolution.

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STAFF REPORT

DATE: August 7, 2018
FOR: Board of Directors
SUBJECT: Mobility and Vehicles Committee Charter

RECOMMENDATION

Consider proposed amendment to the Charter for the Mobility and Vehicles Committee.

BACKGROUND

At the June 6, 2018 meeting of the M & V Committee, the staff presented proposed changes to the Committee's original charter as directed by the Chair. The Committee approved the amended charter with minor changes and recommended approval by the Board of Directors. The Board declined to consider the amended charter. A working group of Directors met on July 25, 2018 to review the proposed charter and discuss potential changes.

DISCUSSION

The working group of GRF Directors met and reviewed the proposed charter and refined the language. The proposed charter, incorporating all changes made previously by the Committee and on July 25, 2018 by the working group is included as Attachment 2.

FINANCIAL ANALYSIS

None.

Prepared By: Bruce Hartley, General Services Director

Reviewed By: Siobhan Foster, Chief Operation Officer

ATTACHMENT(S)

ATT-1: GRF Resolution 90-11-146

ATT-2: Proposed Charter

RESOLUTION 90-11-146

WHEREAS, the Bus Services Committee was established pursuant to Article 7, Section 7.1.1 of the Bylaws of this Corporation; and

WHEREAS, on November 22, 2011 the Board of Directors agreed to change the name to the Laguna Woods Village Mobility and Vehicles Committee;

NOW THEREFORE BE IT RESOLVED, December 6, 2011, that the Board of Directors of this Corporation hereby assigns the general duties and responsibilities imposed upon all standing committees to the Laguna Woods Village Mobility and Vehicles Committee as follows:

1. Serve as a working liaison between the GRF Board and the Managing Agent's Vehicle Maintenance Department, specific to all transportation issues to ensure that vehicles and any associated equipment are appropriate for the intended services.
2. Recommend, evaluate, review and approve any proposed service modification to the Laguna Woods Village bus system and present these modifications to the GRF Board of Directors for final approval and implementation.
3. Approve the specifications recommended for the purchase and replacement of Golden Rain Foundation vehicles and recommend appropriate action to the GRF Board for final approval.
4. Review all unbudgeted requests for vehicles and recommend appropriate action to the finance committee.
5. Ensure that the equipment and fixtures owned or leased by GRF for use by the Transportation and Vehicle Maintenance departments are maintained as necessary to sustain a consistent level of performance to meet the requirements of the community.
6. Review and maintain bus schedules and bus routing providing recommendations that will improve the level of service to the community.
7. Develop, enhance and provide comprehensive educational literature and training classes for the bus riding community.
8. Work to promote the optimum and most efficient use of vehicle and related equipment at GRF Facilities.

RESOLVED FURTHER, that Resolution 90-06-10, adopted February 7, 2006 is hereby superseded and cancelled.

RESOLUTION 90-18-XXX
Mobility and Vehicles Committee Charter

WHEREAS, the Bus Services Committee was established pursuant to Article 7, Section 7.1.1 of the Bylaws of this Corporation; and

WHEREAS, November 22, 2011 the Board of Directors agreed to change the name to the Laguna Woods Village Mobility and Vehicles Committee; and

WHEREAS, December 6, 2011, the Board of Directors assigned the general duties and responsibilities of the Laguna Woods Village Mobility and Vehicles Committee; and

WHEREAS, August 7, 2018 the Board of Directors has revised the general duties and responsibilities of the Laguna Woods Village Mobility and Vehicles Committee;

NOW THEREFORE BE IT RESOLVED, that the Mobility and Vehicles Committee shall:

1. Perform the duties imposed upon all standing committees as set forth in the resolution entitled, "General Duties of Standing Committees".
2. Serve as liaison between the Golden Rain Foundation Board of Directors (GRF Board) and the Managing Agent for all transportation issues.
3. Develop policies and procedures for the GRF Transportation System that strives to meet the needs of the Laguna Woods Village Community.
4. Review long-range plans prepared by the Managing Agent to improve the efficiency and effectiveness of the GRF transportation system with an emphasis on new and emerging technology; focusing on operational and energy efficiency and make recommendations to the GRF Board for final approval.
5. Review major service modifications to the Laguna Woods Village transportation system that are proposed by the Managing Agent and present those modifications to the GRF Board for final approval.
6. Review the specifications recommended by the Managing Agent for the procurement of GRF vehicles.
7. Review requests submitted to the Committee by the Managing Agent for transportation services and vehicles that require supplemental funding and recommend appropriate action to the GRF Finance Committee.

8. Ensure that the transportation facilities, equipment, and fixtures owned or leased by the GRF Board are maintained by the Managing Agent to sustain a high level of efficient performance.
9. Review bus schedules, bus routing plans or other alternative transportation programs developed by the Managing Agent. Provide recommendations to the Managing Agent that will ensure both a high level of service to the Members and an efficient use of transportation resources. Present these modifications to the GRF Board for final approval.
10. Ensure that the Managing Agent develops and provides an effective Customer Service Program that includes educational literature, training classes, alternative transportation information and direct rider support.
11. Work together with the GRF Media and Communications Committee and the Managing Agent's Communications staff to keep residents informed of all matters related to and affecting the GRF Transportation System.

RESOLVED FURTHER; that Resolution 90-11-146, adopted December 6, 2011 is hereby superseded and cancelled.

STAFF REPORT

DATE: August 7, 2018
FOR: Board of Directors
SUBJECT: Disaster Preparedness Task Force Duties and Responsibilities

RECOMMENDATION

Staff recommends approval of the Disaster Preparedness Task Force duties and responsibilities.

BACKGROUND

On February 4, 1992, the Board created a Disaster Preparedness Task Force to educate and prepare residents for significant emergency events impacting the community. On June 6, 2017, the Board adopted Resolution 90-17-25, which delineates the duties and responsibilities of the Task Force, including understanding the latest developments, trends and innovations in the field, recommending amendments to the Emergency Operations Plan, and outreach to residents. The Disaster Preparedness Task Force reports through the Chief of Security to the Security and Community Access Committee (SCAC).

The Disaster Preparedness Task Force is comprised of board members, staff and residents who are experienced in emergency preparedness and volunteer their time. A major focus of the Task Force is to recruit and train Good Neighbor Building/Block Captains so that they may educate and train residents on disaster preparedness.

DISCUSSION

On July 26, 2018, board members and staff reviewed the Resolution and propose revisions to ensure the listed duties and responsibilities accurately reflect the role of the Task Force and ensure that they are commensurate with the role of a task force. Additionally, all references describing the Task Force as a "Committee" were deleted or replaced.

FINANCIAL ANALYSIS

None.

Prepared By: Debbie Ballesteros, Administrative Coordinator

Reviewed By: Francis Rangel, Operations Manager
Tim Moy, Chief of Security

ATTACHMENT(S)

Attachment 1: Disaster Preparedness Task Force Resolution

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RESOLUTION 90-18-XX

Disaster Preparedness Task Force

WHEREAS, a Disaster Preparedness Task Force was established on February 4, 1992 pursuant to Article VI, Section I, of the Bylaws of this corporation;

WHEREAS, the Task Force is comprised of Directors from the Golden Rain Foundation, all three Mutual's, Staff and residents who are experienced in emergency preparedness and who volunteer their time;

WHEREAS, the Task Force focus is to recruit and train Good Neighbor Building/Block Captains;

WHEREAS, the Task Force's purpose is to educate and train residents on disaster preparedness; and

NOW THEREFORE BE IT RESOLVED the Disaster Preparedness Task Force shall be charged with the following duties and responsibilities:

1. Serve as liaison between the Security and Community Access Committee (SCAC) and Security Department regarding resident disaster preparedness;
2. Meet regularly where the Chief of Security, or designee, will act as Chair;
3. Encourage the continued communication between the Security Department and Laguna Woods residents concerning disaster policies, functions, operations and activities;
4. Inform the SCAC of the latest developments, trends and innovations in the field of disaster preparedness;
5. Promote and encourage continued communications and training between the SCAC, Good Neighbor Building / Block Captains, and residents on disaster preparedness issues affecting the general well- being of the Village;
6. Review, update, train, and evaluate regularly the Emergency Operations Plan and update the rosters of resident volunteer members of the Disaster Preparedness Task Force; and
7. Perform other tasks as may be assigned by the Chief of Security.

NOW THEREFORE BE IT RESOLVED, August 7, 2018, that the Board of Directors of this Corporation hereby adopts the Disaster Preparedness Task Force duties and responsibilities;

RESOLVED FURTHER, that Resolution 90-17-25 adopted June 6, 2017, is hereby superseded in its entirety and no longer in effect;

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution as written

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Golden Rain Foundation
Community Activities Committee Meeting
August 7, 2018

ENDORSEMENT (to GRF)

Art Affair Open to Public

The Committee discussed the staff recommendation of hosting the Art Affair on a Saturday and allowing the Art Affair open to the public to increase sales and allow onsite parking for shoppers.

A motion was made to host the Art Affair on a Saturday and allow the annual Art Affair to be open to the public to increase sales and allow onsite parking for shoppers.

Motion to host the Art Affair on a Saturday and allow the annual Art Affair to be open to the public to increase sales and allow onsite parking for shoppers carried unanimously.

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STAFF REPORT

DATE: July 19, 2018
FOR: Community Activities Committee
SUBJECT: Art Affair Open to the Public

RECOMMENDATION

Entertain a motion to approve hosting the Art Affair on a Saturday and allow the event to be open to the public and provide onsite parking for shoppers.

BACKGROUND

The annual Art Affair, started in 2013 is held on a weekday afternoon, indoors and outdoors at Clubhouse 2. Resident artists and crafters sell their handcrafted goods at the event to other resident shoppers. Registration is \$10 per artist and free for attendees. The event also includes live music, food for purchase and complimentary beer and wine, provided by event sponsors. Annually there are approximately 45 vendors and 400 attendees.

DISCUSSION

Resident vendors are interested in opening the event to the public so that sellers can be exposed to additional shoppers; similar to the annual Bonanza. Staff proposes to collaborate with Clubhouse 4 workshops and other resident artists to host the 2019 event on Saturday, April 27 from 10 a.m. to 4 p.m., in advance of Mother's Day and Father's Day. The provision of onsite parking would eliminate shuttle service and personnel costs.

On July 19, 2018, the Community Activities Committee discussed the proposed concept and unanimously approved a motion to host the Art Affair on a Saturday and allow the event to be open to the public and provide onsite parking for shoppers.

FINANCIAL ANALYSIS

The event is sustained by revenue received from registration and sponsorship. Minimal staff time is needed to coordinate the event.

Prepared By: Jennifer Murphy, Senior Recreation Supervisor
Reviewed By: Brian Gruner, Recreation and Special Events Director
Siobhan Foster, Chief Operating Officer
Committee Routing: Community Activities Committee

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STAFF REPORT

DATE: August 7, 2018
FOR: Board of Directors
SUBJECT: Proposed Charter for Village Energy Task Force

RECOMMENDATION

Approve the proposed Charter for the creation of a Village Energy Task Force (Attachment 1).

BACKGROUND

All three Corporations have recently entered into an Energy Consultant contract with The Energy Coalition in order to pursue an overall energy strategy for the community in light of rising energy costs, increased energy consumption, and rapidly changing technology, and a desire to obtain professional guidance to develop programs and projects to implement this strategy.

DISCUSSION

Representatives from the three corporations met on July 5, 2018 and created a charter and mission statement for a joint energy taskforce, where energy efficiency measures could be developed.

FINANCIAL ANALYSIS

None.

Prepared By: Laurie Chavarria, Executive Assistant

Reviewed By: Ernesto Munoz, P.E., Maintenance and Construction Director

ATTACHMENT(S)

Attachment 1 – Proposed Charter

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Attachment 1 – Proposed Charter & Mission Statement

Village Energy Task Force Charter and Mission

In July 2018, the Boards of Directors of the Third Laguna Hills Mutual, United Laguna Woods Mutual and the Golden Rain Foundation hereby assigns the duties and responsibilities of this Task Force, as follows:

The Village Energy Task Force will consist of two directors each from Third Mutual, United Mutual and the Golden Rain Foundation. Member Advisors as approved by the Task Force will be voting members.

The mission of the Village Energy Task Force is to identify and recommend to all Boards, investments in energy technologies that will address the safety, economic, environmental and aesthetic issues of Third and United Mutual and GRF (the Corporations) with the common goal to enhance the wellbeing of Laguna Woods Village residents.

1. Recommend to the respective Committees and Boards, for their approval, all actions that will result in energy savings for residents and an improved environment for the Community.
2. Review energy statements and other reports affecting the Corporations' energy usage and recommend actions.
3. Work closely with Staff and review all devices or systems that either generate, control or consume energy within the Corporations. Identify alternatives that would be beneficial, taking into consideration factors such as efficiency, reliability, sustainability, installation, cost, return on investment, carbon foot print, human factors, and operability. Propose priorities of actions.
4. Seek out energy incentive programs applicable to the Corporations.
5. Work with the respective Communications Committees to make residents aware of Task Force actions as well as actions they can take to reduce their own energy costs and improve the environment.
6. In conjunction with Staff, make progress reports to the respective corporate M&C Committees on investigation results, resident actions and comments, as well as M & C Committee-approved projects.
7. To improve familiarity with technology and products, the Task Force should arrange seminars and invite speakers from vendors, universities, trade groups or consultants.
8. Suggest actions the Boards can take with respect to the California Public Utility Commission or the California legislature regarding proposed tariff charges or energy related bills affecting the Corporations.
9. Meet and Confer with the City of Laguna Woods on energy saving initiatives offered to municipalities by the State of California through Investor Owned Utilities (IOU) such as Southern California Edison.
10. The Chair and Vice Chair of the Task Force will be elected by members of the Task Force.

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Financial Report

As of June 30, 2018

INCOME STATEMENT

ACTUAL
(in Thousands)

TOTAL REVENUE

\$21,564

TOTAL EXPENSE

(\$20,864)

Revenue over Expense

\$700

Financial Report

As of June 30, 2018

FUNDS INCOME STATEMENT	OPERATING	FUNDS	TOTAL (in Thousands)
Assessment Revenue	\$13,646	\$1,528	\$15,174
Non-assessment Revenue	\$4,371	\$2,019	\$6,390
Total Revenue	\$18,017	\$3,547	\$21,564
Total Expense	\$20,726	\$138	\$20,864
Net Revenue/(Expense)	(\$2,709)	\$3,409	\$700
w/o Depreciation	(\$239)		

Financial Report

As of June 30, 2018

Through June, GRF was worse than budget by (\$541K)

- **Trust Facilities Fees**
- **Legal Fees**
- **Cable Programming Fees**
- **Clubhouse Rentals and Event Fees**

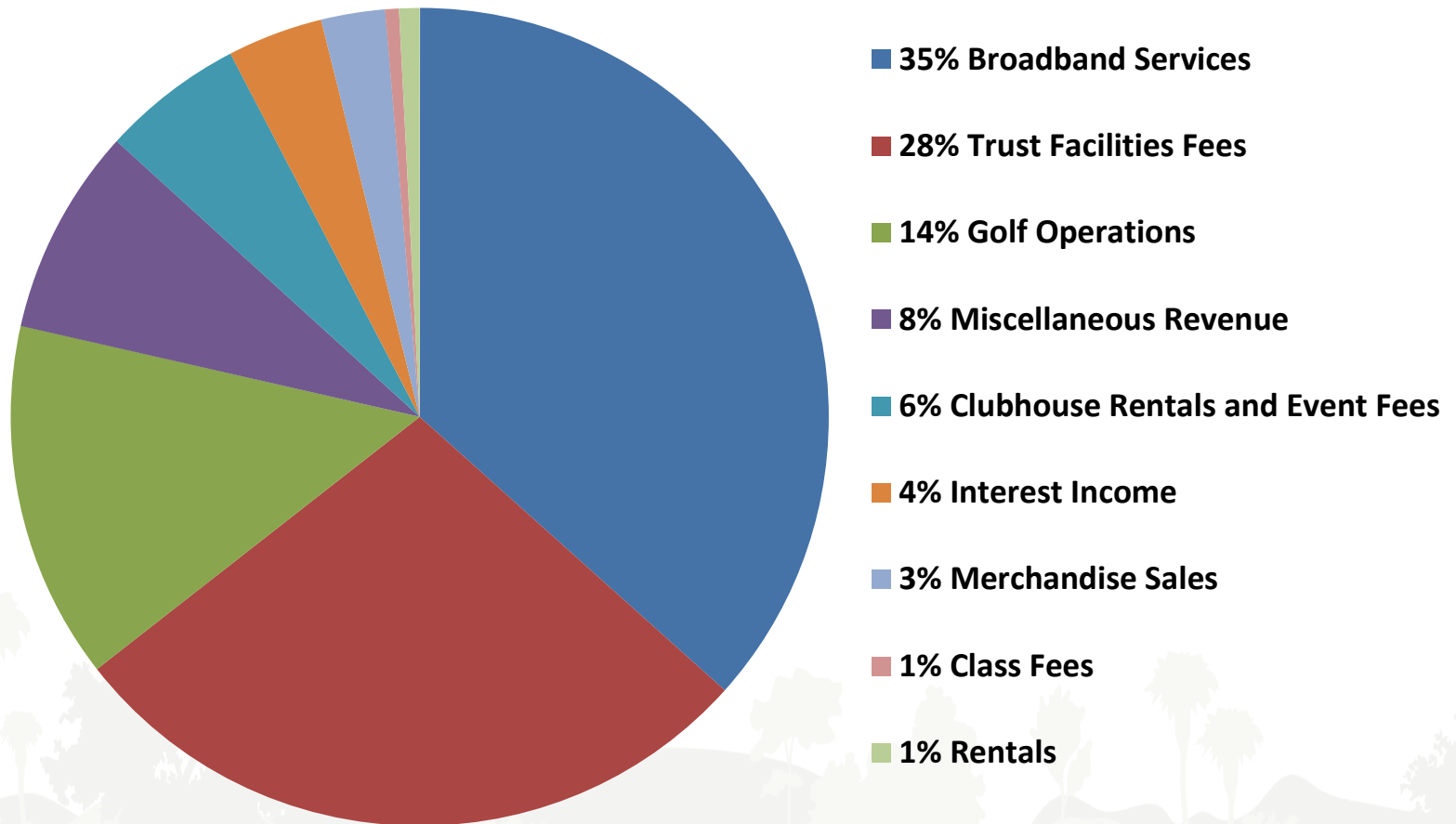
Some offsetting favorable variances included:

- **Broadband Services Revenue**
- **Interest Income**
- **Professional Fees**
- **Utilities**

Financial Report

As of June 30, 2018

Total Non Assessment Revenues \$6,389,810

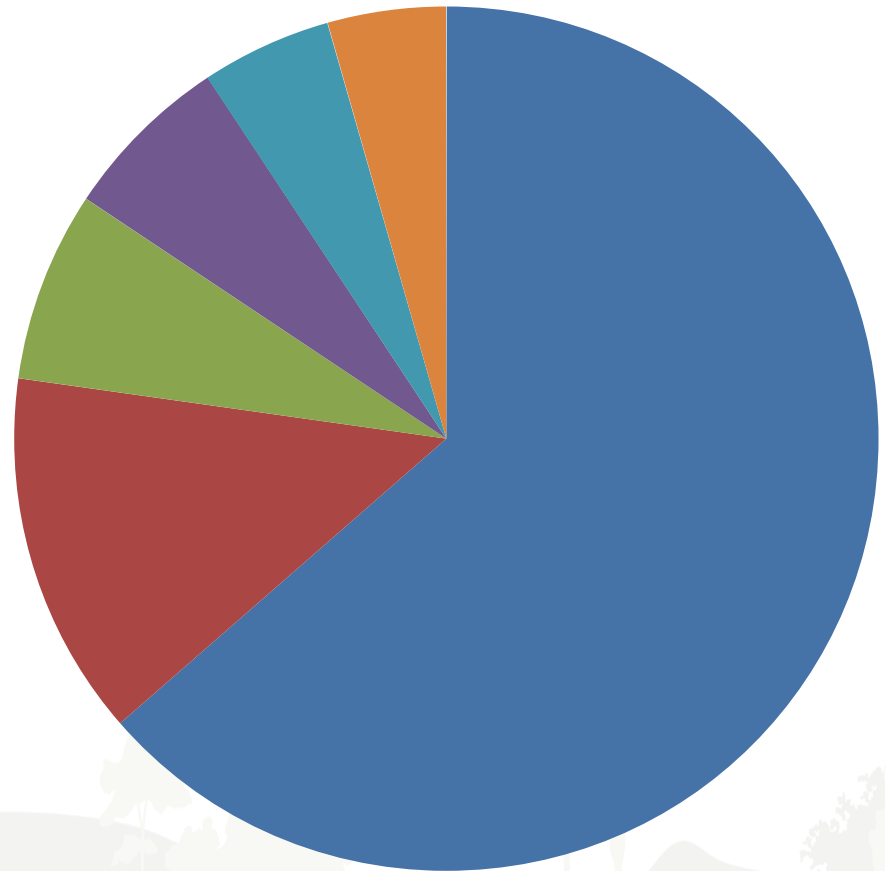


Financial Report

As of June 30, 2018

Total Expenses \$20,864,253

- 64% Employee Compensation & Related
- 14% Cable/Franchise/Copyright
- 7% Insurance, Professional & Legal
- 6% Utilities, Fuel & Oil
- 5% Material and Supplies
- 4% Outside Services



Financial Report

As of June 30, 2018

FUND BALANCES (in Thousands)

	ENDING BALANCES	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment	\$5,824	\$2,204	\$3,620
Facilities	13,606	2,097	11,509
Contingency	803	0	803
Trust Facilities Fee	7,283	0	7,283
TOTAL	\$27,516	\$4,301	\$23,215

Financial Report

As of June 30, 2018

FUND ENCUMBRANCES (in Thousands)

	TOTAL APPROPRIATIONS	INCURRED TO DATE	REMAINING ENCUMBRANCE
Equipment	\$7,777	\$4,421	\$3,356
Facilities	12,082	3,631	8,219
Contingency	359	46	263
Trust Facilities Fee	0	0	0
TOTAL	\$20,219	\$8,098	\$11,808

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OPEN MEETING

REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION COMMUNITY ACTIVITIES COMMITTEE

Thursday, July 19, 2018 – 1 p.m.
Board Room

MEMBERS PRESENT: Beth Perak-Chair, Bunny Carpenter for Jules Zalon, Juanita Skillman, Janey Dorrell, Ryna Rothberg, Diane Phelps, Steve Parsons, Joan Milliman, Leon St. Hilaire, Jeff Shetler

MEMBERS ABSENT: Jules Zalon

OTHERS PRESENT: Dick Palmer, Jim Matson and Dick Rader were present in audience

STAFF PRESENT: Brian Gruner, Jennifer Murphy, Jackie Kupfert, Tom McCray, Sabine Bayless

Call to Order

Director Diane Phelps called the meeting to order at 1:06 p.m.

Acknowledgement of Media

There was no press present.

Approval of Agenda

A motion was made, and by consensus, the agenda was approved.

Approval of Committee Report for May 10, 2018

A motion was made, and by consensus, the report was approved.

Chair's Remarks

Chair Perak commented that CAC represents members of our community and boards and it is our responsibility to listen to those members when making decisions to improve facilities, modify policies and ensure Recreation programs are available for all members.

Report of the Recreation and Special Events Director

Mr. Gruner stated summer is very busy for Recreation and began with Water Safety day in May as it is National Water Safety month. 25 attendees witnessed a mock rescue with the fire department and Premier Aquatics. A Premier Aquatics lifeguard was accredited for saving the life of a stroke victim at Clubhouse 4 pool and another distressed member at Clubhouse 5 pool. The Memorial Day ceremony at the Performing Arts Center sold out. The ceremony featured the American Boys Choir, the Korean Choir and visitors from Camp Pendleton. Clubhouse 2 hosted the annual Art Affair on June 6 which had approximately 400 attendees. The Patio concert series sold out for the

first concert which featured Taylor Made. Recreation will host two more patio concerts featuring Black Market Trust and a tribute to Buddy Holly. The 90s luncheon at Clubhouse 5 hosted 220 honorees with 8 of the honorees being over age of 100. Garden Center 2 had the first Farmer's Market on June 23 with proceeds of \$500 being raised and donated to the local food bank. 220 attended the Farmer's Market. Due to popularity, Recreation will consider hosting a farmer's market each quarter. The Summer Horse show was held on June 30 at the Equestrian Center. Clubhouse 2 and the Village Greens were home to the 4th of July event with close to 2000 attendees. A new tennis doubles league will be starting this month. The Pickleball construction project will be starting soon (possibly in August). The Laguna Woods Armed Forces Adoption club has grown to about 60 members and staff will be meeting with them on setting parameters for the club.

Mr. Gruner reported on the following operational improvements at various Recreational facilities: installation of cable television in Clubhouse 1 dining room 1 and 2; installation of new carpet and application of paint in Clubhouse 1 office; purchase of new patio furniture/umbrellas at Pool 1 with a balance of high versus low chairs to be maintained; installation of new carpet in the smaller rooms of Clubhouse 2 to reduce loud acoustics; installation of new kilns in August at Clubhouse 4 and installation of air conditioning in the wood shop at Clubhouse 4; removal of window coverings and interior improvements with welcoming décor of Clubhouse 5 lobby; replacement of window coverings in main lounge at Clubhouse 5; installation of automatic doors for the bridge room at Clubhouse 7; installing new sheds and new fencing at Garden Centers; creating a new community area for seating at Garden Center 1, installed security cameras at Garden Center 2 and created new lecture programs for gardeners; purchase of new event chairs for the Equestrian Center and a new supervisor will be starting soon; purchase of new chairs for clubhouse main lounges, some dining rooms and multi-purpose rooms; implementing staff training in August designed for Managers and Supervisors.

Mr. Gruner reported Emeritus classes are continually evaluated and he will meet with the Emeritus director on a monthly basis.

Director Skillman inquired to misinformation given regarding available garden plots. Mr. Gruner stated there are available garden plots and will inform Resident Services. Director Matson inquired to exclusive Marine support of Armed Forces club. Mr. Gruner stated the club will support all branches of service. Director Palmer commented on 4th of July event being wonderful. Director Phelps inquired to the cost of the fireworks. Mr. Gruner stated they cost approximately \$10,000. Director Skillman inquired to number of Emeritus classes for fall. Mr. Gruner stated 87 classes will be available. Director Skillman inquired to another farmer's market in other seasons and noted parking was difficult. Mr. Gruner will make adjustments for the next farmer's market. Director Dorrell suggested hosting the farmer's market more often in summer, not quarterly. Director Phelps commented Clubhouse 1 Fitness staff has been very helpful in the gym with emergencies. Director Phelps also noted the bridge room was not closed at 1 p.m. on 4th of July due to the event when other facilities were. Mr. Gruner stated bridge was completed prior to the event, but staff will adjust this for next year.

Ms. Murphy reported August 1 is Timeless Melodies with a 1940's war era theme at Clubhouse 1. Tickets are \$6. August 2 is the patio concert featuring Black Market Trust at Clubhouse 1 with tickets still available for \$5 in advance or \$8 at the door. August 4 is Grandparent's Fun Day at Clubhouse 2 from 2 to 6 p.m. New attractions include: Mad Science, inflatable maze, rock wall, and a toddler playground. A former member of Soul Train, staff member Derek Fleming, may lead kids in some dances. The Magic Mike pizza truck will be onsite. Tickets will be for sale at the

Recreation office or the Clubhouse 2 office for \$10. August 8 is the bus excursion to an Angel's baseball game. Reservations may be made by calling the Recreation office on Friday, July 27. Clubhouse 2 will host an outdoor concert in conjunction with a car show on Saturday, August 11. Car show begins at 4 p.m. with 40+ cars registered and concert featuring Johnny Contardo from Sha Na Na starts at 6 p.m. August 25 is the Saturday Night Dance at Clubhouse 5 featuring the disco sounds of the Funky Hippeez. Clubhouse 2 will host the Afternoon Tea on August 27. Tickets are \$17 and can be purchased at the Clubhouse 2 office. Monthly dinners will be hosted in August with the following changes: last brisket of the year due to Monday night football starting in September and no steak dinner in August.

Director Phelps asked about "stage box" for concerts. Mr. Gruner stated it should be here for next year's concerts as it takes time to build to specifications.

Mr. McCray stated golf course is as busy as ever. Mr. Cincotta does a wonderful job with upkeep of the greens during the extreme heat. Golf Maintenance will have an improved irrigation system installed in 2019. Tee signs have been replaced with using existing damaged ones repaired in house by staff and with the help of the woodshop volunteers. Tee markers are now in place. Staff will assess yardage plates which will be raised and painted where necessary. Mr. McCray stated golf is proposing a curb marking system for 2019 and it will be implemented if approved. Mr. McCray and Mr. Anthony (the new golf pro) are reviewing the game rules used by the women's and men's golf clubs in order to make them more uniform. The addition of Mr. Anthony allows more lessons and programs to occur. Better customer service has been implemented, including 3 operating cash stations to help when purchases/payments occur, which assists golfers with checking in much faster. Improving the scheduling of tee times has been well received. Twilight league is July 29 and has sold out both times thus far. Leisure league will start again at Par 3 next month. Mr. McCray reinstituted the Laguna Woods ProAm Tournament on October 29. The tournament is already half full. Golf play has been a bit slower due to high heat. A ladies and men's trunk show was held on Tuesday and Wednesday with discounts on shoes; 24 pair were sold. Staff hosted "golf therapy" which is an interactive program with staff and residents where residents can get their golf game problems addressed. The driving range is being reviewed for possible updates. The Lawn Bowling clubhouse has three trees that will be removed on August 2. The #2 course at Lawn Bowling will be closed that day.

Director Phelps asked if ProAm is coed. Mr. McCray stated yes and the pros are coed as well.

Mr. Gruner introduced Sabine Bayless, supervisor of Clubhouse 4. Ms. Bayless stated some of the programs/clubs Clubhouse 4 has to offer: a new printer in camera club room has been purchased which can print up to 48" wide and as long as needed; the art studio is run by art association who has nine classes per week. These classes are taught by a resident teacher who instructs members of the art association with one Emeritus class also held in the studio; the wood shop is closed for air conditioning installation and new machinery was recently acquired within the wood shop. The volunteers of the wood shop would like to have an open house once it reopens; the jewelry studio has higher utilization with new residents taking an interest and due to four offered Emeritus classes; the sewing room consists of 3 rooms and is the most utilized room in Clubhouse 4. The quilting clubs produce quilts and host workshops for residents; the lapidary room houses the new lapidary club which creates glasswork they would like displayed at an open house on the last Saturday of next month; the ceramic and slip casting rooms are very busy and will be getting the new kilns installed.

Director Phelps inquired about the sewing room utilization and if the room can be rented. Ms. Bayless stated they are well used and not rentable space. Each room is specific to a craft and would not be conducive to renting.

Director Parsons asked about emergency gas shut off valves being installed. Mr. Gruner stated yes, they are being relocated and reinstalled.

Chair Perak asked about the Emeritus class ratio of resident vs. non-resident. Ms. Bayless stated that we cannot control enrollment unfortunately, however Mr. Gruner stated we have sign in sheets that help staff record if the student is a resident or a non-resident. Jewelry class is impacted regularly and Recreation is working with Emeritus to rectify. Director Phelps stated residents can go to class for accommodation if the status is listed as full online.

MEMBER COMMENTS (Items Not on the Agenda)

Jeanie Roland 366-B was called to speak regarding the Farmer's Market and pesticide use. Ms. Roland stated the Farmer's Market went very well. Ms. Roland stated she would like pesticide use and pesticide treated mulch use to be stopped at the Garden Centers as it is toxic to growing produce. Ms. Roland requested the plot not be sprayed with the Garden Center Senior Recreation Leader. Mr. Gruner stated he will discuss with the Garden Center Senior Recreation Leader.

Director Phelps requested a marker such as a small flag be placed by those plots that do not require pesticide use. Mr. Gruner will research this option.

Director Skillman reported the pesticide concern was addressed in the landscape meeting on July 19. Mr. Gruner stated we purchased an organic pesticide that is being used on the walkways of the Garden Centers.

Ned Buckman was called to speak regarding Tennis Center seating improvements due to competitive tennis events becoming more popular. Mr. Buckman presented a proposed plan to Mr. Gruner for review.

Mr. Gruner stated new 911 procedural emergency signs have been made and will be posted at the Tennis Center. Director Skillman stated to call Security as well as 911 as Security may aide in first responders locating the facility. Advisor St. Hilaire stated Lawn Bowling posts the address for emergency calls.

Director Phelps inquired if the tennis club makes money on each tournament. Mr. Buckman stated the inquiry would need to be made to the tennis club.

Chair Perak inquired about the budget process for the tennis seating improvements. Mr. Gruner stated we are requesting \$75,000 to be included in the 2019 budget for tennis improvements.

CONSENT

A motion was made, and by consensus, the consent calendar was approved.

Director Skillman stated she has received wonderful feedback regarding the new Recreation email blast.

Director Skillman noted CAC cannot vote on the Recreation Makes Life Better resolution as the date has passed. Mr. Gruner stated it was merely informational as the GRF Board already approved as a resolution.

REPORTS

Art Affair Open to Public – Ms. Murphy recommended the approval of annual Art Affair becoming open to the public to increase sales and allow onsite parking for shoppers.

Discussion ensued.

A motion was made to host the Art Affair on a Saturday and allow the annual Art Affair to be open to the public to increase sales and allow onsite parking for shoppers.

The motion carried unanimously.

ITEMS FOR DISCUSSION AND CONSIDERATION

Recently Installed Tablets at the Library - Mr. Gruner met with supervisors at the Library and all seem in accordance. Director Skillman stated staff is still getting many questions on how to operate the tablets. Chair Perak stated Mr. Holland instructed them on the sleep mode feature.

Ms. Murphy stated she will have signs made to be posted in the Library informing patrons of tablet instructional classes held in the Mac computer club room at the Community Center.

ITEMS FOR FUTURE AGENDAS

None

CONCLUDING BUSINESS

Committee Member Comments

Director Skillman enjoyed all the information received in this meeting which makes the committee aware of community activities.

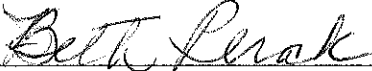
Chair Perak stated there are many events in the community.

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held at 1:30 p.m. at the Community Center in the Board Room on Thursday, September 13, 2018.

Adjournment

There being no further business, the Chair adjourned the meeting at 2:46 p.m.



Beth Perak, Chair



OPEN MEETING

GRF MEDIA & COMMUNICATIONS MEETING OF THE GOLDEN RAIN FOUNDATION MEDIA AND COMMUNICATIONS COMMITTEE

Monday, July 16, 2018 at 1:30 p.m.

Laguna Woods Village Community Center, Board Room
24351 El Toro Road, Laguna Woods, CA 92637

REPORT

MEMBERS PRESENT: Chair Joan Milliman, Directors Beth Perak, Burt Baum, Roy Bruninghaus, Maggie Blackwell, Juanita Skillman, Jim Juhan and Ryna Rothberg. Advisor Lucy Parker.

MEMBERS ABSENT: Advisors Steve Carman and John Perak.

OTHER'S PRESENT: Dick Rader—VMS.

STAFF PRESENT: Eileen Paulin, Chuck Holland, Becky Jackson and Jackie Brown.

1. Call to Order

Meeting was called to order at 1:32 p.m.

2. Acknowledgement of Media

Paul Ortiz from Village Television was present.

3. Approval of the Agenda

Agenda was approved.

4. Approval of Meeting Report May 21, 2018

Report from meeting June 18, 2018, was approved.

5. Chair's Remarks

Chair Joan Milliman welcomed the committee, thanked everyone for coming and discussed the need for a Town Hall Meeting. Chair Milliman shared she would like to start planning for this.

6. Member Comments (Items not on the Agenda)

None.

7. Director's and Staff Forum

None.

REPORTS:

8. Broadband and Contracts Report—Chuck Holland

Chuck Holland reported on Broadband Services updates including upcoming maintenance and repairs on equipment and nodes. The maintenance includes doubling the CMTS transmission capacity which will make internet services more reliable to accommodate the increasing subscriber counts. Maintenance will create temporary, intermittent internet outages.

Marketing and Communications will follow-up with informing Residents.

Mr. Holland reported there is a new music line-up on Village Television. The previous contract has expired and a new company has been contracted at no additional cost.

Mr. Holland provided an update on contract renewals. He discussed the small decline in subscriber counts due to snowbirds leaving.

9. Marketing and Communications Report—Eileen Paulin

Eileen Paulin reported having Jackie Brown on staff has been a success.

Ms. Paulin described the increase in subscriptions and engagement on iContact. Heather Rasmussen has been contracted as a freelancer for up to 12 hours a week to update information on the website.

Ms. Paulin reported on budgeting and contracts with Brandtailers and COMMPRO, LLC. will not be renewed. Ms. Brown will be taking over Facebook.

Ms. Paulin updated the Committee on Trello projects, iContact statistics, Docent Tours, New Resident Orientation and the Docent Tour brochure. Deadlines have been met and branding has improved. She discussed the rationale for taking over Docent Tours and believes the upcoming guide to be beneficial in making the tour more consistent.

Ms. Paulin reported on the success of the Tree Walk series and upon completion of the Serpentine Walk, there will be a launch in the Nature Center.

10. Thrive Update—Beth Perak

Beth Perak reported the next Thrive meeting will take place Wednesday, July 18 at 9:30 a.m.

ITEMS FOR DISCUSSION AND CONSIDERATION:

11. Committee Title—Joan Milliman

After discussion, there will be no change to the title of the Committee.

ITEMS FOR FUTURE AGENDAS:

12. Town Hall Agenda and Date

13. Upcoming Elections and Publicity

CONCLUDING BUSINESS:

10. Committee Member Comments

None.

11. Date of Next Meeting—Monday, August 20 at 1:30 p.m. in the Board Room

12. Adjournment

Meeting was adjourned at 2:58 p.m.

A handwritten signature in black ink, appearing to read "Joan Milliman", written over a horizontal line.

Joan Milliman, Chair
Media and Communications Committee

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Notice to Contractors and Subcontractors

Laguna Woods Village requires that all contractors and subcontractors doing business in the community adhere to the following rules:

Permits:

A Mutual permit may be required for alterations prior to beginning work. A City of Laguna Woods permit may be required.

Parking:

Parking is only allowed on named streets. You are not allowed to park within numbered cul-de-sacs and manor parking lots. This includes service and personal vehicles driven by workers. Vehicles may be parked in the sponsoring resident's driveway with the resident's permission, but may not obstruct the sidewalk. **Exceptions:** Vehicles, equipment and materials immediately and directly required for the performance of work; for loading or unloading; GRF owned vehicles and equipment.

Permitted Work Hours:

Below are the permitted work hours, however, **No work whatsoever shall be permitted on Sunday and observed VMS holidays.**

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
No Work	Quiet Work 7AM – 8AM Work Permitted 8AM – 5PM					Work Permitted 9AM – 3PM

Dumpsites:

The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. You are responsible for removal of debris and excess material and must leave work areas **"BROOM CLEAN"** daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's or Member's dumpsters, if required, must have location approved by the Manor Alterations Department.

Conduct:

Refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.

Failure to comply may result in a Disciplinary Hearing before the Board of Directors who has the authority to impose monetary fines, suspend privileges, and/or bring forth legal action to you and the Member. This may also include restricting you and your company from working inside Laguna Woods Village. If you have any question please contact the Manor Alterations Department at (949) 597-4616.

Aviso al Contratistas y Subcontratistas

Laguna Woods Village requiere que todos los contratistas y subcontratistas que trabajan en la comunidad cumplan con las siguientes reglas:

Permisos De Construcción:

Un permiso de la asociación puede ser necesario para las alteraciones antes de iniciar el trabajo. También puede requerirse un permiso de la ciudad de Laguna Woods.

Estacionamiento:

Sólo está permitido estacionarse en las calles con nombres. No se permite estacionar dentro de los callejones sin salidas numeradas y estacionamientos residenciales. Esto incluye vehículos de servicio y / o personales de los trabajadores. Los vehículos pueden ser estacionados en la entrada de coches con el permiso del residente patrocinador, pero no pueden obstruir la banqueta.

Excepciones: Vehículos, herramienta y materiales necesarios para el desempeño inmediato del trabajo; para carga o descarga; propiedad, vehículos y herramienta de GRF.

Horas de trabajo permitidas:

A continuación se muestran las horas de trabajo permitidas, sin embargo, **No se permite en absoluto ningún trabajo los domingo ni tampoco días festivos observados por VMS.**

Dom	Lun	Mar	Mier	Jue	Vie	Sab
No trabajo	Trabajo "silencioso" 7AM – 8AM Trabajo es permitido de 8AM – 5PM					Trabajo es permitido 9AM – 3PM

Vertederos/Basureros:

Los locales deberán estar libres de acumulación de desperdicios y / o desperdicios causados por obras de construcción. Usted es responsable de la eliminación de los desechos y el exceso de material y debe dejar las áreas de trabajo **limpias** diariamente. **NO SE PERMITE EL USO DE BASUREROS DE LA COMUNIDAD PARA EL DESECHO DE MATERIALES DE CONSTRUCCIÓN.** Los contenedores del contratista o de los Miembros, si es necesario, deben tener la ubicación aprobada por el Departamento de Alteraciones.

Conducta:

Contratistas o subcontratistas deben abstenerse en todo momento de usar lenguaje inapropiado, abusivo o ruidoso, y debe usar camisas en todo momento. Radio, MP3, CD o reproductores de cassette no están permitidos en el sitio del proyecto. El personal del contratista, en todo momento, extenderá y mostrará un comportamiento cortés hacia los residentes.

Incumplimiento de las normas puede resultar en una junta Disciplinaria ante la Mesa Directiva la cual tiene la autoridad para imponer multas monetarias, suspender los privilegios, y / o presentar una acción legal a usted y al Miembro. Esto también puede incluir la restricción de usted y su empresa dentro de la comunidad de Laguna Woods Village. Si tiene alguna pregunta por favor comuníquese con el Departamento de Alteraciones al (949) 597-4166.



Laguna Woods Village®

SECURITY BULLETIN

JUNE 2018

EFFECTIVE JULY 1, 2018

MANDATORY DECALS:

- GRF year decal on window.
- Numbered golf cart decal.

OPTIONAL DECALS:

- Red decal for Golf Course access (small decal placed on the lower right corner of the golf cart).
- Color decal for every golf cart using common area electricity. Decals are Mutual specific: United Mutual is a yellow decal and Third Mutual is a green decal.

ANY GOLF CART PLUGGED INTO A COMMON ELECTRICAL OUTLET ABSENT A DECAL WILL BE FINED.



by Security Chief Tim Moy

Contact the Chief at chief@vmsinc.org



More than 1,300 golf carts are registered in Laguna Woods Village and this number is on the rise. Golf carts are used for many more purposes in addition to transporting golfers around a course. With full road access within the community and limited sidewalk access outside the community, golf carts are a convenient, energy efficient and environmentally friendly mode of transportation. However, the frequent use of golf carts in and around the Village also comes with risks and limitations.

The City of Laguna Woods Municipal Code allows Residents to drive golf carts on the sidewalks and cross streets within the City. However, the City of Laguna Hills does not have such an ordinance. Golf carts are not allowed to be driven to the Five Lagunas Mall or Saddleback Hospital, which are within the City of Laguna Hills.

The following factors must be considered when driving a golf cart on roadways, paths or sidewalks:

- If your golf cart is equipped with a seat belt, use it! Seat belts save lives and could keep you from falling out in the event of an accident. If your golf cart is not equipped with seat belts, consider getting them installed.
- Outside the Village within the City of Laguna Woods, stay on designated sidewalks authorizing golf cart use. Do not drive golf carts on roadways unless crossing at an intersection controlled by traffic signals and crosswalks.
- Never drive intoxicated or under the influence of any medication. The rules of driving under the influence are the same for golf carts as for motor vehicles.
- Obey all traffic laws and rules of the road. Avoid distractions and be alert of your surroundings. Remember, you are sharing the road with drivers of larger vehicles who might not be watching for golf carts.
- Slow down and use extreme caution during turns, blind corners, parking lots and intersections.
- Do not text and drive! Pull over and stop if cell phone use is necessary.
- Always yield to pedestrians.
- Drivers and all passengers should keep all limbs (arms, legs and feet) inside the golf cart while the vehicle is moving, except when signaling a turn.
- Always turn and look behind golf cart before backing up.
- Drive only as fast as conditions allow. Reduce speed when driving down hills, during inclement weather, on wet roadways or when visibility is limited.
- Watch for potholes, dips and uneven surfaces.
- When parked, keep your charger at least six inches off the ground and never leave your extension cord unattended.

DIFFERENT RULES FOR GOLF CARTS AND GOLF CARS

GOLF CART:

The California Department of Motor Vehicles does not require that golf carts be registered if they are only used within a mile of your home. Brake lights and turn signals are not required, although it is highly recommended that you have a street-ready vehicle if you are planning to primarily drive it on public roads.

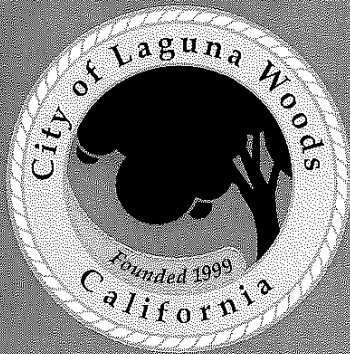
However, it is important to note that, according to California state law, golf carts may only be driven on roads with a speed limit of 25 mph or less. This eliminates many thoroughfares within the state.

GOLF CAR:

The California Department of Motor Vehicles does require that golf cars be registered. These low-speed vehicles are also expected to have some of the street-ready safety features common in regular cars, such as brake lights and turn signals.

According to California state law, golf cars (which are also referred to as neighborhood electric vehicles or low-speed vehicles), are limited to roads with a posted speed limit of 35 mph.





Guide to Golf Cart and Low-Speed Vehicle Use in the City of Laguna Woods

The City of Laguna Woods is committed to supporting the mobility of its residents. Over the years, the City has constructed a network of paths and crossings to help facilitate the use of golf carts throughout Laguna Woods. This guide is intended to provide an introduction to where and under what circumstances golf carts and low-speed vehicles (AKA "neighborhood electric vehicles") can be used.



GOLF CARTS

What is a golf cart?

As defined by the California Vehicle Code (CVC), a golf cart is “a motor vehicle having not less than three wheels in contact with the ground, having an unladen weight less than 1,300 pounds, which is designed to be and is operated at not more than 15 miles per hour and designed to carry golf equipment and not more than two persons, including the driver” (CVC 345).

Where can a golf cart be driven in the city of Laguna Woods?

Golf carts **CAN** be driven:

- ✓ On the City’s designated golf cart paths **[SEE MAP]** (*Laguna Woods Municipal Code 8.18.030*);
- ✓ Across the City’s designated golf cart crossings **[SEE MAP]** (CVC 21115.1); and
- ✓ On private property (CVC 21115). Homeowner’s associations and private property owners may have their own golf cart use regulations, including access, license, and registration requirements. Please check with the appropriate parties prior to using a golf cart on private property.

Golf carts **CANNOT** be driven:

- ✗ Across any part of the El Toro Road and Moulton Parkway intersection (CVC 21716, CVC 21663, and *Laguna Woods Municipal Code 8.18.030*);
- ✗ On El Toro Road, Moulton Parkway, Santa Maria Avenue, or Ridge Route Drive (CVC 21716), including sidewalks, unless designated as a golf cart path **[SEE MAP]** (CVC 21716, CVC 21663, and *Laguna Woods Municipal Code 8.18.030*); or
- ✗ In City Centre Park, Ridge Route Park/“A Place for Paws” Dog Park, or Woods End Wilderness Preserve/Laguna Coast Wilderness Park (*Laguna Woods Municipal Code 8.18.030*).

Does golf cart use require a driver license or registration?

NO. Golf cart use does not require a California driver license or registration with the California Department of Motor Vehicles (CVC 4019).

YIELD!

Golf carts and low-speed vehicles must yield to pedestrians, bicyclists, and other vehicles. Drivers must be mindful of their vehicles’ speed and must respect the safety of others as they pass.

LOW-SPEED VEHICLES

What is a low-speed vehicle?

(AKA "neighborhood electric vehicle")

As defined by the California Vehicle Code (CVC), a low-speed vehicle is "a motor vehicle that meets all of the following requirements: (1) has four wheels, (2) can attain a speed, in one mile, of more than 20 miles per hour and not more than 25 miles per hour, on a level paved surface, and (3) has a gross vehicle weight rating of less than 3,000 pounds" (CVC 385.5(a)).



Where can a low-speed vehicle be driven in the city of Laguna Woods?

Low-speed vehicles CAN be driven:

- ✓ Across the City's designated golf cart crossings [SEE MAP] (CVC 21115.1);
- ✓ Eastbound and westbound on El Toro Road between Avenida Sevilla (Laguna Woods Village gates 1 and 5) and the Valencia Center (CVC 21260); and
- ✓ On private property (CVC 21115). Homeowner's associations and private property owners may have their own low-speed vehicle use regulations, including access, license, and registration requirements. Please check with the appropriate parties prior to using a low-speed vehicle on private property.

Low-speed vehicles CANNOT be driven:

- ✗ On the City's designated golf cart paths [SEE MAP] (Laguna Woods Municipal Code 8.18.030);
- ✗ On El Toro Road, except for eastbound and westbound between Avenida Sevilla (Laguna Woods Village gates 1 and 5) and the Valencia Center (CVC 21260);
- ✗ On Moulton Parkway, Santa Maria Avenue, or Ridge Route Drive (CVC 21260);
- ✗ On any sidewalk on El Toro Road, Moulton Parkway, Santa Maria Avenue, or Ridge Route Drive (CVC 21663 and Laguna Woods Municipal Code 8.18.030); or
- ✗ In City Centre Park, Ridge Route Park/"A Place for Paws" Dog Park, or Woods End Wilderness Preserve/Laguna Coast Wilderness Park (Laguna Woods Municipal Code 8.18.030).

Does low-speed vehicle use require a driver license or registration?

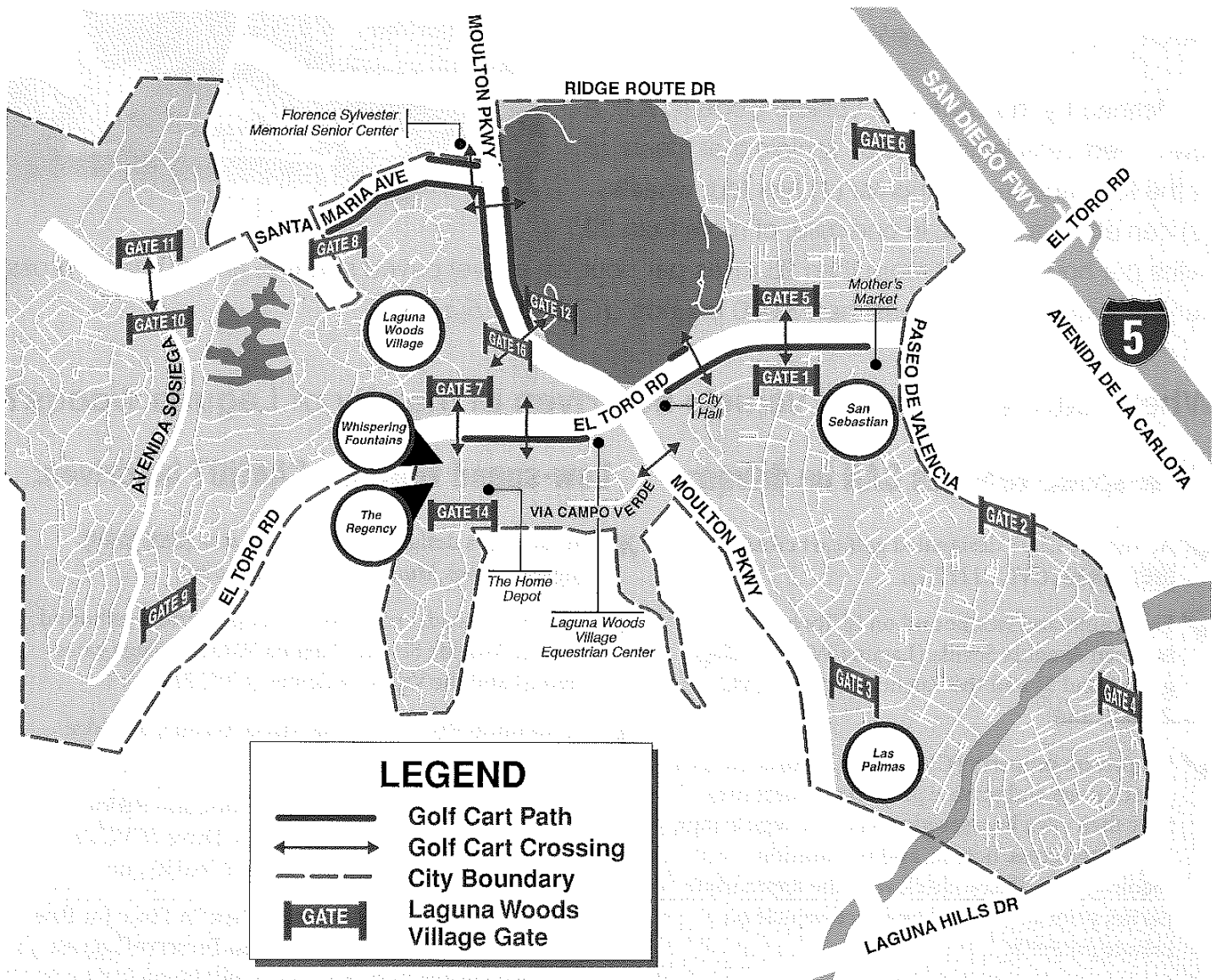
YES. The driver of a low-speed vehicle must have a valid California driver license and the low-speed vehicle must be registered with the California Department of Motor Vehicles prior to any use on public roadways (CVC 12500(a)) or shopping centers (CVC 12500(c)).

Drivers may be held civilly and criminally liable for collisions or other injuries or damage caused by or related to their use of golf carts or low-speed vehicles.

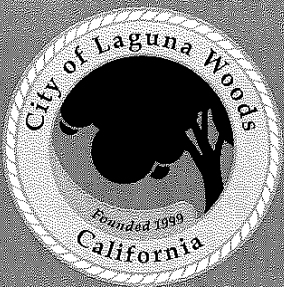
**DRIVE
SAFELY AND
RESPONSIBLY!**

City of Laguna Woods

Designated Golf Cart Paths & Crossings Map



For more information on California Vehicle Code requirements and other motor vehicle laws pertaining to the use of golf carts and low-speed vehicles, please contact the California Department of Motor Vehicles at (800) 777-0133/TTY (800) 368-4327 or www.dmv.ca.gov, or private legal counsel.



City of Laguna Woods

24264 El Toro Road
Laguna Woods, CA 92637

(949) 639-0500

TTY (949) 639-0535

www.cityoflagunawoods.org

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