



OPEN MEETING

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

**Wednesday, January 2, 2019 - 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—Beth Perak, President**
- 2. Pledge of Allegiance – Director Gros**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes of Meeting**
 - (a) December 4, 2018 – Regular Open Session Meeting
- 6. Report of Chair**
- 7. Update from VMS – Director Lisa Bender**
- 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) GRF Committee Appointments Update
 - (b) Approval of Resolution to File in Small Claims Court against Customer ID's # 748

- (c) Approval of resolution to File in Small Claims Court against Customer ID's # 761
- (d) Approval of resolution to File in Small Claims Court against Customer ID's # 769
- (e) Consistent with its statutory obligations the Board members individually reviewed and approved Golden Rain Foundation financials for the month of November 2018 and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.

12. Unfinished Business

- (a) None

13. New Business

- (a) Entertain a Motion to Approve Supplemental Funding for Vehicle Purchase
- (b) Entertain a Motion to Approve a Resolution for Financial Transfers by VMS
- (c) Entertain a Motion to Approve a Resolution to Adopt the Revised Media and Communications Committee Charter
- (d) Entertain a Motion to Accept the Traffic Engineer Proposal

14. Committee Reports

- (a) Report of the Finance Committee/Financial Reports – Director Phelps. Next meeting February 20, 2019, at 1:30 p.m. in the Board Room.
- (b) Report of the Community Activities Committee – Director Sabol Soule. Next meeting January 10, 2019, at 1:30 p.m. in the Board Room.
- (c) Report of the Maintenance & Construction Committee – Director Matson. Next meeting February 13, 2019, 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. Next meeting January 9, 2019, at 9:00 a.m. in the Willow Room.
- (d) Report of the Media & Communications Committee – Director Milliman. Next meeting January 21, 2019, at 1:30 p.m. in the Board Room.

- (e) Report of the Mobility & Vehicles Committee – Director Gros. Next meeting February 6, 2019, at 1:30 p.m. in the Board Room.
- (f) Report of the Security & Community Access Committee – Director Tibbetts. Next meeting February 25, 2019, at 1:30 p.m. in the Board Room
 - Report of the Traffic Hearings – Director Gros. Next meeting January 16, 2019, 9:00 a.m. in the Board Room & 1:00 p.m. in the Pine Room.
 - Report of the Disaster Preparedness Task Force- Director Tibbetts. Next meeting January 29, 2019, 9:30 a.m. in the Cypress Room.
- (g) Report of the Landscape Committee – Director Moldow. Next meeting January 16, 2019, at 1:30 p.m. in the Board 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.*

- (a) Entertain a Motion to Approve a Resolution for Permanent Elimination of Fitness Guest Fees **(December initial notification - must postpone to February to conform to the 30-day notification requirement)**
- (b) Entertain a Motion to Approve a Resolution for Permanent Elimination of Aquatic Guest Fees **(December initial notification - must postpone to February to conform to the 30-day notification requirement)**
- (c) Entertain a Motion to Approve a Resolution for Summer Lap Swim for Children **(December initial notification - must postpone to February to conform to the 30-day notification requirement)**
- (d) Entertain a Motion to Approve a Resolution for Revisions to Open House Directional Uniform Signage Policy **(December initial notification - must postpone to February to conform to the 30-day notification requirement)**
- (e) Entertain a Motion to Approve a Resolution for Digital Cable Services Fee Structure and Tier System **(December initial notification - must postpone to February to conform to the 30-day notification requirement)**

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) December 4, 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



OPEN SESSION

Minutes of the Regular Meeting of the Golden Rain Foundation Tuesday, December 4, 2018, 9:30 a.m. 24351 El Toro Road, Laguna Woods, California

Directors Present: Beth Perak, Annette Sabol Soule, Joan Milliman, Jim Matson, Richard Palmer, Bert Moldow, Ray Gros, Diane Phelps, Pat English, and Don Tibbetts

Directors Absent: None

Staff Present: Siobhan Foster, Eileen Paulin, Chuck Holland, Chris Spahr, Brian Gruner, Dan Yost, Pamela Bashline, Catherine Laster and Whitney Thornton

Others Present: United Mutual: Juanita Skillman and Elsie Addington,
VMS: Dan Kenney and Mary Stone

1. Call to Order

President Perak 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 English observed a moment of silence for Former President George H.W. Bush and 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.

4. Approval of Agenda

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

5. Approval of Minutes

Director Phelps made a motion to approve the minutes of November 6, 2018, as amended. The motion was seconded by Director Matson and it passed by a vote of 10-0-1 (Director English abstained).

6. Report of the Chair

President Perak announced that Jim Juhan resigned from the GRF Board for personal reasons and thanked him for his contributions to the Board. President

Perak announced that applications to fill the vacancy are available in the Corporate Office and must be returned by December 19th at 5:00 p.m. President Perak introduced Dennis Cafferty from the El Toro Water District who gave a report on water reclamation.

7. Update from VMS

Director Kenny gave an update of the VMS Board meetings for the month of November:

- Recognition of outstanding employees Eileen Paulin, Dan Yost, and Catherine Laster;
- Complimented the lobby decorations and noted a fantastic job was done;
- Commented on the productiveness and positivism of the VMS assessment meeting;
- Expressed gratitude and recognized the wonderful job Marcy Sheinwold has done as Chair of the VMS Board;
- Wished everyone a happy holiday.

8. CEO Report

CEO Foster gave a report on upcoming community events and updates on current projects:

- Third Annual Holiday Festival update;
- Spark of Love Toy Drive update;
- Holiday Buffet;
- Rockin' New Year's Eve Dinner/Dance;
- James Darren performance;
- Broadband platform completely digitalized;
- Pickle Ball court update;
- Rain event action plan;
- Fire Risk reduction project update;
- Security enhancements at Community Center.

9. Open Forum (Three Minutes Per Speaker)

Members spoke on the following topics: Laguna Woods Village Foundation update, allegations of bullying in the woodshop and the drop-in lounge at Clubhouse 1, RV Lot B recycling bins, and the Broadband platform eliminating the analog channels.

10. Responses to Open Forum Speakers

Several Directors, Chuck Holland, and acting CEO Foster responded to and provided input regarding member comments.

11. Consent Calendar

(a) GRF Committee Appointments Update

Director Milliman, Secretary of the Board, read the following:

RESOLUTION 90-18-58
GRF Committee Appointments

RESOLVED December 4, 2018, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Business Planning Committee

Diane Phelps, Chair (GRF)
Beth Perak, (GRF)
Rosemarie diLorenzo, (Third)
Jack Connelly, (Third)
Gary Morrison, (United)
Juanita Skillman, (United)
Al Amado, (Mutual 50)

Community Activities Committee

Annette Sabol Soule, Chair (GRF)
Joan Milliman, (GRF)
Diane Phelps, (GRF)
Steve Parsons (Third)
Cush Bhada, (Third)
Jack Connelly, Alternate (Third)
Jon Pearlstone, Alternate (Third)
Sue Margolis, (United)
Andre Tornig, (United)
Juanita Skillman, Alternate (United)
Ryna Rothberg, (Mutual 50)
Non-Voting Advisers: Leon St. Hilaire, Jeff Shetler

Finance Committee

Diane Phelps, Chair (GRF)
Pat English, (GRF)
Beth Perak, (GRF)
Rosemarie diLorenzo, (Third)
Jack Connelly, (Third)
Steve Parsons, Alternate (Third)
Gary Morrison, (United)

Juanita Skillman, (United)

Carl Randazzo, Alternate (United)

Al Amado, (Mutual 50)

Non-Voting Advisers: Alan Dickinson, Greg Corigliano, Diane Casey

Landscape Committee

Bert Moldow, Chair (GRF)

VACANT, (GRF)

Jim Maston, (GRF)

Maggie Blackwell, (United)

Manuel Armendariz, (United)

Anthony Liberatore, Alternate, (United)

John Frankel, (Third)

James Tung, (Third)

Jon Pearlstone, Alternate, (Third)

Vacant (Mutual 50)

Maintenance & Construction Committee

Jim Matson, Chair (GRF)

Richard Palmer, (GRF)

Don Tibbetts, (GRF)

John Frankel, (Third)

Bunny Carpenter, (Third)

Cush Bhada, Alternate (Third)

Paul Chao, Alternate (Third)

Carl Randazzo, (United)

Cash Achrekar, (United)

Sue Margolis, Alternate (United)

Ryna Rothberg, (Mutual 50)

Non-Voting Advisers: John Luebbe, Ruth Matson

Media and Communications

Joan Milliman, Chair (GRF)

Annette Sabol Soule, (GRF)

Pat English, (GRF)

Lynn Jarrett, (Third)

Roy Bruninghaus, (Third)

Jack Connelly, Alternate (Third)

Bunny Carpenter, Alternate (Third)

Maggie Blackwell, (United)

Elsie Addington, (United)

Juanita Skillman, Alternate (United)

Ryna Rothberg, (Mutual 50)

Non-Voting Advisers: Steve Carman, John Perak, Lucy Parker

Mobility & Vehicles Committee

Ray Gros, Chair (GRF)

VACANT, (GRF)

Jim Matson, (GRF)

Cush Bhada, (Third)

John Frankel, (Third)

Jon Pearlstone, Alternate (Third)

Lynn Jarrett, Alternate (Third)

Elsie Addington, (United)

Andre Torng, (United)

Juanita Skillman, Alternate (United)

John Dalis, (Mutual 50)

Non-Voting Advisers: Vashti Williams, vacant (1)

PAC Renovation Ad Hoc Committee

Beth Perak, Chair (GRF)

Joan Milliman, (GRF)

Richard Palmer, (GRF)

John Frankel, (Third)

VACANT, (Third)

Carl Randazzo, (United)

Sue Margolis, (United)

Juanita Skillman, Alternate (United)

Irving Waaland, (Mutual 50)

Non-Voting Advisers: Sheila Bialka, John Perak

Security and Community Access

Don Tibbetts, Chair (GRF)

Ray Gros (GRF)

Pat English, (GRF)

Roy Bruninghaus, (Third)

John Frankel, (Third)

Cush Bhada, Alternate (Third)

Steve Parsons, Alternate (Third)

Reza Bastani, (United)

Andre Torng, (United)

Carl Randazzo, Alternate (United)

Non-Voting Advisers: Larry Cunningham, Frank Tybor

Disaster Preparedness Task Force

VACANT, Chair (GRF)

Roy Bruninghaus, (Third)

John Frankel, (Third)

Steve Parsons, Alternate (Third)

Jon Pearlstone, Alternate (Third)

Cash Achrekar, (United)

Reza Bastani, (United)

Gary Morrison, Alternate (United)

Inesa Nords-Leth, (Mutual 50)

Laguna Woods Village Traffic Hearings

Ray Gros, Chair (GRF)

Jack Connelly, (Third)

John Frankel, Alternate (Third)

Elsie Addington, (United)

Cash Achrekar, Alternate (United)

Board Members by Rotation (Mutual 50)

Village Energy Task Force

Bert Moldow, Chair (GRF)

Richard Palmer (GRF)

Sue Margolis (United)

Carl Randazzo (United)

Paul Chao, (Third)

John Frankel (Third)

Cush Bhada, Alternate (Third)

Advisers: Steve Leonard, Bill Walsh, *Sue Stephens*

Board Members by Rotation (Mutual 50)

RESOLVED FURTHER, that Resolution 90-18-38 adopted September 4, 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.

Director Milliman made a motion to approve the GRF Committee Update Resolution. Director Moldow seconded the motion and it passed by unanimous consent.

12. Unfinished Business

(a) None

13. New Business

(a) Entertain a Motion to Introduce a Resolution for Permanent Elimination of Fitness Guest Fees **(December initial notification - must postpone to February to conform to the 30-day notification requirement)**

Director Milliman, Secretary of the Board, read the following:

RESOLUTION 90-18-XX

Permanent Elimination of Fitness Guest Fees

WHEREAS, the Fitness guest fee was temporarily suspended during May through August of 2017 and 2018; and

WHEREAS, the current Fitness guest fee is \$6.00 per person;

WHEREAS, the Fitness guest fee revenue is projected to be approximately \$1,868 for 2018; and

WHEREAS, staff received positive feedback from residents and requests that the temporary suspension be made permanent; and

WHEREAS, facility usage did not experience an increase in guest usage during the temporary suspension periods;

NOW THEREFORE BE IT RESOLVED, February 5, 2019, that the Board of Directors of this Corporation hereby approves the permanent elimination of Fitness guest fees; 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 for discussion purposes and postpone the final vote for 30 days pursuant to Civil Code §4360.

Director Sabol Soule seconded the motion.

Discussion ensued among the Directors.

President Perak called for a vote on the motion. The motion passed by a vote of 11-0-0.

(b) Entertain a Motion to Introduce a Resolution for Permanent Elimination of Aquatic Guest Fees **(December initial notification - must postpone to February to conform to the 30-day notification requirement)**

Director Milliman, Secretary of the Board, read the following:

RESOLUTION 90-18-XX

Permanent Elimination of Aquatic Guest Fees

WHEREAS, the Aquatic guest fee was temporarily suspended during May through August of 2017 and 2018; and

WHEREAS, the current Aquatic guest fee is \$3.00 per person; and

WHEREAS, the Aquatic guest fee revenue is projected to be approximately \$4,000 for 2018; and

WHEREAS, the elimination of Aquatic guest fees provides more efficient and effective operation at the pools; and

WHEREAS, the elimination of Aquatic guest fees prioritizes the health and safety of users; and

WHEREAS, staff received positive feedback from residents and requests that the temporary suspension be made permanent; and

WHEREAS, facility usage did not experience an increase in guest usage during the temporary suspension periods;

NOW THEREFORE BE IT RESOLVED, February 5, 2019, that the Board of Directors of this Corporation hereby approves the permanent elimination of Aquatic guest fees; 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 for discussion purposes and postpone the final vote for 30 days pursuant to Civil Code §4360. Director Phelps seconded the motion and it passed by unanimous consent.

(c) Entertain a Motion to Approve a Resolution for Summer Lap Swim for Children **(October initial notification - 30-day notification to comply with Civil Code §4360 has been satisfied)**

Director Milliman, Secretary of the Board, read the following:

RESOLUTION 90-18-XX

Summer Lap Swim for Youth

WHEREAS, the Recreation policy states swimmers must be 16 years of age or older to use adult designated pools; and

WHEREAS, On October 3, 2018, the Board of Directors introduced a resolution for summer kids swim permanent relocation to Pool 6 between Memorial Day weekend through the end of September annually; and

WHEREAS, Pool 2 is utilized the remainder of the year for the Kids Swim Program from noon to 2:00 p.m. daily ; and

WHEREAS, Pool 6 does not allow for lap swim for competitive youth swimmers during the summer months of operation; and

WHEREAS, the request to use Pool 2 for youth competitive swim practice during the summer months may be approved per current Recreation Department policy stating that discretion is contingent upon proper documentation provided;

NOW THEREFORE BE IT RESOLVED, February 5, 2019, that the Board of Directors of this Corporation hereby approves summer lap swim at Pool 2 for youth ages 11-15 with provision of a card from the Recreation Department for identification; 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 for discussion purposes and postpone the final vote for 30 days pursuant to Civil Code §4360. Director Phelps seconded the motion and discussion ensued among the Directors.

President Perak called for a vote on the motion and it passed by unanimous consent.

(d) Entertain a Motion to Introduce a Resolution for Revisions to Open House Directional Uniform Signage Policy (**December initial notification - must postpone to February to conform to the 30-day notification requirement**)

Director Milliman, Secretary of the Board, read the following:

Resolution 90-18-XXX

Open House Directional Uniform Signage Policy

WHEREAS, Resolution 90-11-117 adopted on November 1, 2011, established the Open House Directional Uniform Signage Policy; and

WHEREAS, the Open House Directional Uniform Signage Policy is intended to improve the marketability of cooperatives and condominiums in Laguna Woods Village; and

WHEREAS, the Golden Rain Foundation must update the Open House Directional Uniform Signage Policy to include real estate sign requirements to conform with State of California Bureau of Real Estate (CalBRE) License Disclosure Requirements for Advertising that went into effect on January 1, 2018; and

WHEREAS, CalBRE's new License Disclosure Requirements for Advertising require all first-point-of-contact solicitation materials to include:

1. The name and number of the licensee. This is for both sales-agents and broker-associates;
2. The responsible broker's "identity." This means the name under which the broker is currently licensed by CalBRE and conducts business in general or is a substantial division of the real estate firm. The broker's license number is optional; and
3. The status of the agent such as "REALTOR®" or "agent" (unless the name of the company makes clear that the advertisement is by a licensee); and

WHEREAS, the CalBRE's requirement apply to all types of advertising including but not limited to:

1. For Sale, Open House, Lease, Rent or directional signs when any licensee identification information is included; and
2. Any other material designed to solicit the creation of a professional relationship between the licensee and a consumer; and

WHEREAS, the Marketing and Communications Division has collaborated with Village realtors to develop updated designs for real estate signs that incorporate the new CalBRE requirements; and

WHEREAS, the responsibility for compliance with the law lies with realtors, the Marketing and Communications Division working with the realtors leveraged this opportunity to modernize the look and visibility of Village real estate signage; and

WHEREAS, on November 19, 2018, the Media and Communications Committee reviewed and unanimously approved the updated real estate sign designs and recommended that the Boards of Directors for the Golden Rain Foundation, Third Laguna Hills Mutual, United Laguna Woods Mutual, and Mutual No. Fifty adopt

resolutions requiring the use of the updated real estate sign designs as soon as practicable;

NOW THEREFORE BE IT RESOLVED, February 5, 2019, the Board of Directors of this Corporation hereby approves requiring the use of the updated real estate designs beginning on April 1, 2019 and adopts the following updated Open House Directional Uniform Signage Policy:

1. Use of the real estate signage contained in Attachment 1 to this resolution is required effective April 1, 2019. The use of other real estate signage after April 1, 2019, is prohibited;

Open House and Directional Signs:

2. Open house signs shall be 24" x 24" corrugated plastic with lettering and adhere to the GRF approved colors, font and logo, as depicted in Attachment 1 to this resolution;
3. Directional signs shall be with 24" x 9" corrugated plastic with lettering and adhere to the GRF approved colors, font and logo, as depicted in Attachment 1 to this resolution;
4. Open House signs may be present on Saturday and Sunday, between 10 a.m. and 5 p.m. They may also be present on Wednesday and Thursday, between the hours of 9 a.m. and 2 p.m. in conjunction with Broker Preview events.
5. Directional signs may be posted on the day of the Open House no earlier than 10 a.m., and must be removed no later than 5 p.m., of the same day;
6. At the entrance to or anywhere within a cul-de-sac a maximum of three (3) Open House signs per manor may be placed; and
7. Open House directional (designated by an arrow) signs may be placed at street intersections and cul-de-sac entrances only. No mid-block signs are allowed; and
8. At any street intersection or cul-de-sac entrance there may be no more than:
 - a. One (1) directional sign pointing in any one direction, and
 - b. Four (4) total directional signs, regardless of the number of open houses in the vicinity; and

Other:

9. No balloons, streamers, flags or any other object may be attached to any signs; and
10. Realtors shall be responsible for purchasing and providing the signs from RESS - Real Estate Signs & Supplies, Laguna Hills, California, and shall adhere to the specifications in accordance with this resolution; and
11. Non-conformance to this policy shall result in removal of sign(s) from premises; and
12. Non-residents must be accompanied by a licensed real estate agent approved for Laguna Woods Village entry; or granted access by the Seller/Resident of the property; and

RESOLVED FURTHER, that members selling their properties "For Sale By Owner" shall be required to comply with the same guidelines as realtors; and

RESOLVED FURTHER, that Resolution 90-11-117 adopted on November 1, 2011, is hereby superseded in its entirety and is no longer in effect; and

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

Director Milliman made a motion to accept the resolution for discussion purposes and postpone the final vote for 30 days pursuant to Civil Code §4360. Director Moldow seconded the motion and discussion ensued among the Directors.

President Perak called for a vote on the motion and it passed by a vote of 8-2-0 (Director Moldow and Director English voted against).

- (e) Entertain a Motion to Introduce a Resolution for Digital Cable Services Fee Structure and Tier System **(December initial notification - must postpone to February to conform to the 30-day notification requirement)**

Director Milliman, Secretary of the Board, read the following:

RESOLUTION 90-18-XX

Digital Cable Services Fee Structure and Tier System

WHEREAS, the Golden Rain Foundation currently offers a Digital Pay Tier System that includes four rental choices for set top boxes; and

WHEREAS, the Media and Communications Committee has recommended adjustments in the fee schedule to address higher costs for digital access and programming fees associated with Cable CARDS, SD Digital Converters, and HD

Digital Converters.

NOW THEREFORE BE IT RESOLVED, on February 5, 2019, the Board of Directors of this Corporation hereby adopts the proposed Digital Pay Tier System Fee Schedule as attached to the official minutes of this meeting.

RESOLVED FURTHER, Resolution 90-18-17 adopted February 6, 2018, is hereby superseded and canceled; and

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

Director Milliman made a motion to accept the resolution for discussion purposes and postpone the final vote for 30 days pursuant to Civil Code §4360. Director Gros seconded the motion and discussion ensued among the Directors.

President Perak called for a vote on the motion and it passed by unanimous consent.

14. Committee Reports

- (a) Report of the Finance Committee/Financial Reports – Director Phelps. Next meeting December 19, 2018, at 1:30 p.m. in the Board Room.
- (b) Report of the Community Activities Committee – Director Perak. Next meeting January 10, 2019, at 1:30 p.m. in the Board Room.
- (c) Report of the Maintenance & Construction Committee – Director Matson. Next meeting December 12, 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. Next meeting January 2, 2019, at 9:30 a.m. in the Sycamore Room.
- (d) Report of the Media & Communications Committee – Director Milliman. Next meeting December 17, 2018, at 1:30 p.m. in the Board Room.
- (e) Report of the Mobility & Vehicles Committee – Director Troutman. Next meeting December 5, 2018, at 1:30 p.m. in the Board Room.
- (f) Report of the Security & Community Access Committee – Director Sabol Soule. Next meeting December 17, 2018, at 9:30 a.m. in the Board Room

- Report of the Traffic Hearings – Director Gros. Next meeting December 19, 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 January 29, 2019, 9:30 a.m. in the Cypress Room.
 - (g) Report of the Landscape Committee – Director Moldow. Next meeting December 19, 2018, at 2:30 p.m. in the Sycamore 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**

- Director Gros and Director Matson wished a Merry Christmas to all;
 - Director Sabol Soule wished a Happy Holiday to all and congratulated President Perak on her first meeting as President;
 - Director Milliman commented that Jim Juhan would be missed, wished everyone a Happy Holiday, and encouraged residents to partake of and enjoy the holiday festivities;
 - Director Moldow commented that it was a great meeting and wished a happy and safe holiday to all;
 - Director Palmer wished everyone a Happy Holiday and Happy Hanukkah;
 - Director Tibbetts wished everyone a Happy Holiday;
 - President Perak noted that Director Juhan will be missed, wished him good luck in his future endeavors, and wished a happy holiday season to residents, staff, and the GRF Board.
17. **Recess** - *At this time, the Meeting recessed for lunch and reconvened to Executive Session to discuss the following matters per California Civil Code §4935.*

Closed Executive Session Agenda

Approval of Agenda

Approval of Minutes

(a) November 6, 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


Joan Milliman, Secretary of the Board
Golden Rain Foundation

STAFF REPORT

DATE: January 2, 2019
FOR: Board of Directors
SUBJECT: GRF Committee Appointments

RECOMMENDATION

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

BACKGROUND

In December, the Board approved changes to several committees. The Board needs to approve the changes officially by resolution.

DISCUSSION

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

FINANCIAL ANALYSIS

None.

Prepared By: Whitney Thornton, Assistant Corporate Secretary

Reviewed By: Siobhan Foster, Interim CEO

ATTACHMENT(S)

Attachment 1 – Proposed Resolution 90-19-XX

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RESOLUTION 90-19-XX
GRF Committee Appointments

RESOLVED January 2, 2019, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Business Planning Committee

Diane Phelps, Chair (GRF)
Beth Perak, (GRF)
Rosemarie diLorenzo, (Third)
Jack Connelly, (Third)
Gary Morrison, (United)
Juanita Skillman, (United)
Al Amado, (Mutual 50)

Community Activities Committee

Annette Sabol Soule, Chair (GRF)
Joan Milliman, (GRF)
Diane Phelps, (GRF)
Steve Parsons (Third)
Cush Bhada, (Third)
Jack Connelly, Alternate (Third)
Jon Pearlstone, Alternate (Third)
Sue Margolis, (United)
Andre Torng, (United)
Juanita Skillman, Alternate (United)
Ryna Rothberg, (Mutual 50)
Non-Voting Advisers: Leon St. Hilaire, *Shaun Tumpane*

Finance Committee

Diane Phelps, Chair (GRF)
Pat English, (GRF)
Beth Perak, (GRF)
Rosemarie diLorenzo, (Third)
Jack Connelly, (Third)
Steve Parsons, Alternate (Third)
Gary Morrison, (United)
Juanita Skillman, (United)
Carl Randazzo, Alternate (United)
Al Amado, (Mutual 50)

Non-Voting Advisers: Greg Corigliano

Landscape Committee

Bert Moldow, Chair (GRF)

Judith Troutman, (GRF)

Jim Maston, (GRF)

Maggie Blackwell, (United)

Manuel Armendariz, (United)

Anthony Liberatore, Alternate, (United)

John Frankel, (Third)

James Tung, (Third)

Jon Pearlstone, Alternate, (Third)

Vacant (Mutual 50)

Maintenance & Construction Committee

Jim Matson, Chair (GRF)

Richard Palmer, (GRF)

Don Tibbetts, (GRF)

John Frankel, (Third)

Bunny Carpenter, (Third)

Cush Bhada, Alternate (Third)

Paul Chao, Alternate (Third)

Carl Randazzo, (United)

Cash Achrekar, (United)

Sue Margolis, Alternate (United)

Ryna Rothberg, (Mutual 50)

Non-Voting Advisers: John Luebbe, Ruth Matson

Media and Communications

Joan Milliman, Chair (GRF)

Annette Sabol Soule, (GRF)

Pat English, (GRF)

Lynn Jarrett, (Third)

Roy Bruninghaus, (Third)

Jack Connelly, Alternate (Third)

Bunny Carpenter, Alternate (Third)

Maggie Blackwell, (United)

Elsie Addington, (United)

Juanita Skillman, Alternate (United)

Ryna Rothberg, (Mutual 50)

Non-Voting Advisers: Steve Carman, Lucy Parker, *Sheila Bialka*

Mobility & Vehicles Committee

Ray Gros, Chair (GRF)

Don Tibbetts, (GRF)

Jim Matson, (GRF)

Cush Bhada, (Third)

John Frankel, (Third)

Jon Pearlstone, Alternate (Third)

Lynn Jarrett, Alternate (Third)

Elsie Addington, (United)

Andre Torng, (United)

Juanita Skillman, Alternate (United)

John Dalis, (Mutual 50)

Non-Voting Advisers: Vashti Williams, vacant (1)

PAC Renovation Ad Hoc Committee

Beth Perak, Chair (GRF)

Joan Milliman, (GRF)

Richard Palmer, (GRF)

John Frankel, (Third)

Cush Bhada, (Third)

Carl Randazzo, (United)

Sue Margolis, (United)

Juanita Skillman, Alternate (United)

Irving Waaland, (Mutual 50)

Non-Voting Advisers: Sheila Bialka

Security and Community Access

Don Tibbetts, Chair (GRF)

Ray Gros (GRF)

Pat English, (GRF)

Roy Bruninghaus, (Third)

John Frankel, (Third)

Cush Bhada, Alternate (Third)

Steve Parsons, Alternate (Third)

Reza Bastani, (United)

Carl Randazzo, (United)

Non-Voting Advisers: Larry Cunningham, Frank Tybor

Disaster Preparedness Task Force

Judith Troutman, Chair (GRF)

Roy Bruninghaus, (Third)

John Frankel, (Third)

Steve Parsons, Alternate (Third)

Jon Pearlstone, Alternate (Third)

Cash Achrekar, (United)

Reza Bastani, (United)

Gary Morrison, Alternate (United)

Inesa Nords-Leth, (Mutual 50)

Laguna Woods Village Traffic Hearings

Ray Gros, Chair (GRF)

Jack Connelly, (Third)

John Frankel, Alternate (Third)

Elsie Addington, (United)

Cash Achrekar, Alternate (United)

Board Members by Rotation (Mutual 50)

Village Energy Task Force

Bert Moldow, Chair (GRF)

Richard Palmer (GRF)

Sue Margolis (United)

Carl Randazzo (United)

Paul Chao, (Third)

John Frankel (Third)

Cush Bhada, Alternate (Third)

Advisers: Steve Leonard, Bill Walsh, Sue Stephens

Board Members by Rotation (Mutual 50)

RESOLVED FURTHER, that Resolution 90-18-58 adopted December 4, 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.

RESOLUTION 90-19-XX

Filing of Separate Small Claims Court Case

WHEREAS, the Finance Committee recommends filing separate Small Claims Court cases of \$2,500 (or less) in an attempt to collect delinquent charges by way of a judgment or stipulation against customers of the Golden Rain Foundation; and

NOW THEREFORE BE IT RESOLVED, January 2, 2019, that the Board of Directors hereby approves the filing of a separate Small Claims Court case for Customer ID # 748 and

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

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RESOLUTION 90-19-XX

Filing of Separate Small Claims Court Case

WHEREAS, the Finance Committee recommends filing separate Small Claims Court cases of \$2,500 (or less) in an attempt to collect delinquent charges by way of a judgment or stipulation against customers of the Golden Rain Foundation; and

NOW THEREFORE BE IT RESOLVED, January 2, 2019, that the Board of Directors hereby approves the filing of a separate Small Claims Court case for Customer ID # 761 and

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

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RESOLUTION 90-19-XX

Filing of Separate Small Claims Court Case

WHEREAS, the Finance Committee recommends filing separate Small Claims Court cases of \$2,500 (or less) in an attempt to collect delinquent charges by way of a judgment or stipulation against customers of the Golden Rain Foundation; and

NOW THEREFORE BE IT RESOLVED, January 2, 2019, that the Board of Directors hereby approves the filing of a separate Small Claims Court case for Customer ID # 769 and

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

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ENDORSEMENT

Supplemental Funding for Vehicle Purchase

The Committee reviewed a staff report from the Mobility and Vehicles committee recommending a supplemental funding for a replacement vehicle purchase.

A motion was made and carried unanimously to recommend the Board approve a supplemental appropriation of \$45,000, to be funded from the Equipment Fund, to replace a vehicle that was damaged beyond repair.

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STAFF REPORT

DATE: January 2, 2019

FOR: Board of Directors

SUBJECT: Request for Supplemental Funding to Replace Plan-A-Ride Van

RECOMMENDATION

Authorize supplemental appropriation in the amount of \$45,000, to be funded from the Equipment Fund for the purchase of a replacement van.

BACKGROUND

The Plan-A-Ride program that provides on-demand transportation services to residents of Laguna Woods utilizes a combination of two handicapped accessible vans and several buses to support the daily functions of the program. On October 13, 2018, one of the vans was involved in a solo vehicle accident that resulted in unrepairable damage to the vehicle. It was determined to be a total loss.

Vans used by Transportation for bus service have been added to the schedule of vehicles under the auto insurance policy for comprehensive collision coverage. While all vehicles in the fleet have liability insurance, GRF had previously covered only the buses for physical damage.

On December 5, 2018, at the Mobility and Vehicles Committee meeting, a motion was made and passed unanimously to replace the damaged van for a not to exceed amount of \$45,000.

On December 19, 2018, at the Finance Committee meeting, a motion was made and carried unanimously to recommend the Board approve a supplemental appropriation of \$45,000, to be funded from the Equipment Fund, to replace a vehicle that was damaged beyond repair.

DISCUSSION

Due to the high number of reservations serviced by the Plan-A-Ride program on a daily basis, many of which require a handicapped accessible vehicle, staff recommends the replacement of the damaged van. On November 16, 2018, staff arranged for a viewing of the Ford Transit van that is being proposed to replace the Toyota Sienna van that is no longer operable. Three Board members viewed the van and took advantage of the opportunity to ask questions about various features that the new style of van offered. Staff including a bus driver and Board members, were impressed by the utility of the van and how it addressed some operational challenges experienced with the Toyota product. The cost of the van would be approximately \$2,000 to \$3,000 less expensive than a replacement Toyota Sienna van.

FINANCIAL ANALYSIS

The replacement vehicle will cost approximately \$45,000 and requires supplemental funding from the Equipment Fund.

Mobility and Vehicles Committee
Request for Supplemental Funding to Replace Plan-A-Ride Van
December 5, 2018

Prepared By: Bruce Hartley, General Services Director

Reviewed By: Betty Parker, Chief Financial Officer
Siobhan Foster, Interim CEO

Attachments:
ATT1 – Resolution

RESOLUTION 90-19-XX

Supplemental Funding for Van Replacement

WHEREAS, on October 14, 2018, a GRF-owned handicapped accessible Plan-A-Ride van with liability-only insurance coverage was damaged beyond repair in an accident; and

WHEREAS, on December 5, 2018, the Mobility and Vehicles Committee confirmed the need for the vehicle used by Transportation and approved the replacement of the van;

NOW THEREFORE BE IT RESOLVED, January 2, 2019, the Board of Directors of this Corporation hereby authorizes a supplemental appropriation in the amount of \$45,000, to be funded from the Equipment Fund, for the purchase a replacement van.

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: January 2, 2019
FOR: Board of Directors
SUBJECT: Financial Transfers by Village Management Services, Inc.

RECOMMENDATION

Adopt resolution authorizing financial transfers by VMS on behalf of the Association.

DISCUSSION

Assembly Bill 2912 will become effective January 1, 2019 and adds several new requirements that impact the financial management of associations, including more frequent board review of financials, board authorization requirements for deposits and expenditures, and higher fidelity insurance limits.

Civil Code §5502 Financial Transfers

This new section states that transfers greater than ten thousand dollars (\$10,000) or 5 percent of an association's total combined reserve and operating account deposit, require prior written authorization from the Board. Legal counsel has drafted a resolution (Attachment 1) to serve as the written authorization that reflects current practice and meets Civil Code requirements.

FINANCIAL ANALYSIS

None.

Prepared By: Betty Parker, Chief Financial Officer

Reviewed By: Siobhan Foster, Interim CEO

ATTACHMENT(S)

ATT1 - Resolution

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RESOLUTION 90-19-XX
Financial Transfers by VMS, Inc.

WHEREAS, Golden Rain Foundation (the “Association” or “GRF”) is a California non-profit mutual benefit corporation organized for the purpose of operating the condominium project known as Golden Rain Foundation pursuant to the provisions set forth in its Articles of Incorporation, Bylaws, Rules and Board Resolutions (collectively, the “Governing Documents”);

WHEREAS Village Management Services, Inc. (“VMS”) is a California non-profit mutual benefit corporation organized primarily for the purpose of providing management services to, among other associations, GRF, pursuant to the provisions set forth in the Association’s Governing Documents, services that currently include, among other things, making financial transfers from one or more accounts that it maintains as trustee on behalf of the Association;

WHEREAS, the Association, through its volunteer Board of Directors (“Board”), is responsible for, among other things, managing and operating the Association in accordance with the Association’s Governing Documents and the Davis-Stirling Common Interest Development Act;

WHEREAS, pursuant to Article IX, Section 9.6.4.2 of the Bylaws for GRF, “The Treasurer shall ... [d]eposit or cause to be deposited, all money and other valuables in the name and to the credit of this Corporation with such depositories as may be designated by the Board of Directors; disburse the funds of this Corporation as may be ordered by the Board of Directors; render to the President and Directors, whenever request it, an account of all transactions as Treasurer and of the financial condition of this Corporation; and have other powers and perform other duties as may be prescribed by the Board of Directors or by Bylaws. Such responsibilities may be delegated to a member of the staff of the managing agent by this Corporation.”;

WHEREAS, Article VI, Section 6.1.2 of the Bylaws provides: “The Board may delegate the management of the activities of this Corporation to any person or persons, or management company, provided that the policies, activities and affairs of this Corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board.”;

WHEREAS, pursuant to *Corporations Code* Section 7210, “... The board may delegate the management of the activities of the corporation to any person or persons, management company, or committee however composed, provided that the activities and affairs of the corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the board.”;

WHEREAS, the Association’s managing agent is currently VMS, pursuant to a duly executed management agreement;

WHEREAS, pursuant to Article XII, Section 12.2 of the Bylaws, the “Books and

accounts of this Corporation and GRF Trust shall be kept under the direction of the Treasurer or the managing agent. ...”;

WHEREAS, pursuant to Article X, Section 10.1.2 of the Bylaws, “The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of this Corporation and such authority may be general or confined to specific instances ...”;

WHEREAS, *Civil Code* Section 5380 regulates the conduct of an association’s managing agent in managing the association’s funds, and pursuant to *Civil Code* Section 5380(a), “A managing agent of a common interest development who accepts or receives funds belonging to the association shall deposit those funds that are not placed into an escrow account with a bank, savings association, or credit union or into an account under the control of the association, into a trust fund account maintained by the managing agent in a bank, savings association, or credit union in this state.”;

WHEREAS, pursuant to Civil Code Section 5380(b), the written approval of the Board is required for VMS (including its employees rendering services and performing its duties as managing agent of GRF), who accepts or receives funds on behalf of the Association, to deposit said funds into an interest-bearing account in a bank, savings association, or credit union in the State of California;

WHEREAS, effective January 1, 2019, *Civil Code* Section 5380(b) prohibits a managing agent from making financial transfers greater than ten thousand dollars (\$10,000) or five percent (5%) of an association’s total combined reserve and operating account deposits, whichever is lower, from accounts maintained by the managing agent as trustee for the association, without obtaining prior written approval from the Board of the Association;

WHEREAS, the Board has determined that it is in the best interests of the Association for VMS to be granted the authority to make said financial transfers, electronic or otherwise, without having to obtain the Board’s prior written approval for each such financial transfer, and wishes to authorize/direct VMS through its employees, to make said transfers as required by the Association;

WHEREAS, the Board recognizes the convenience to the mutual members of making make payments in the form of a single disbursement and hereby sets forth as an approved policy that those portions of payments received by GRF relating to a mutual member’s obligation to their respective mutual are hereby authorized to be transferred into an account under such mutual’s control immediately upon receipt and without further action by GRF; and

WHEREAS, the Board hereby establishes as a standing policy that the approval of any contract also constitutes an approval to transfer any sums necessary to bear the payments set forth in such approved contract, and, further, that the approval of each

annual budget is an express authorization to transfer the funds associated with the expenses in such approved budget;

NOW, THEREFORE, BE IT RESOLVED, beginning on January 1, 2019 and continuing thereafter until repealed or replaced by GRF, that the Association hereby adopts the following resolution, pursuant to *California Civil Code* Section 5380, authorizing financial transfers, by VMS on behalf of the Association from one or more accounts that VMS maintains as trustee on behalf of the Association, as may be necessary for VMS to fulfill its contractual duties to the Association, provided the following requirements are met:

(a) The account is in the name of the Association;

(b) All of the funds in the account are covered by insurance provided by an agency of the federal government or private institution offering coverage equal to, or exceeding, such government backed insurance;

(c) VMS discloses to the Board, via account summaries, statements or otherwise, the nature of the account, how interest will be calculated and paid, whether service charges will be paid to the depository and by whom, and any notice requirements or penalties for withdrawal of funds from the account(s) all of which must be noticed to the Association with the Association's financials on no less than a monthly basis to allow the Board to meet its statutory duties;

(d) No interest earned on funds in the account shall inure directly or indirectly to the benefit of VMS or any party other than the Association; and

(e) Transfers of greater than ten thousand dollars (\$10,000) or five percent (5%) of the Association's total combined reserve and operating account deposits, whichever is lower, including transfers for the payment of utilities or other Association expenses, shall not be authorized from the account without prior written approval from the Board; for purposes of this Section (e), this Resolution shall be deemed the "prior written approval from the Board" as required by *Civil Code* Section 5380.

CERTIFICATE

I, _____, hereby certify:

1. That I am the duly elected and acting Secretary of GOLDEN RAIN FOUNDATION; and
2. That the above Resolution constitutes the Resolution of the GOLDEN RAIN FOUNDATION Board of Directors as duly adopted by a vote of the Board at a duly called and noticed Board meeting held on January 2, 2019 at Laguna Woods Village, California.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of January, 2019.

Secretary

Print Name

STAFF REPORT

DATE: January 2, 2019
FOR: Board of Directors
SUBJECT: Media and Communications Committee Charter

RECOMMENDATION

Adopt the attached resolution to amend the Charter for the GRF Media and Communications Committee to bring the Charter into alignment with the current responsibilities of the Committee to the GRF Board of Directors.

BACKGROUND

At the December 17, 2018 meeting of the GRF Media and Communications Committee, the staff presented proposed changes to the Committee's original charter as directed by the Chair. The Committee voted and approved unanimously the amended charter with minor changes and recommended approval by the GRF Board of Directors.

DISCUSSION

Under the direction of the Chair of the GRF Media and Communications Board of Directors, the Chair and Director's met on December 17, 2018 to review an updated charter and refine language to best describe the responsibilities of the Committee. The proposed revised charter, incorporates all changes made by the Committee and on December 17, 2018, and is included as Attachment 1.

FINANCIAL ANALYSIS

None.

Prepared By: Eileen Paulin, Marketing and Communications Manager

Reviewed By: Siobhan Foster, Interim CEO

ATTACHMENT(S)

ATT-1: GRF Resolution 90-19-XX

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RESOLUTION 90-19-XX
Golden Rain Foundation of Laguna Woods
Media and Communications Committee Charter

WHEREAS, the Media and Communications Committee (formerly the Broadband Committee) has been established pursuant to Article 7, Section 7.1.1 of the Bylaws of the Corporation; and

WHEREAS, this charter has not been updated since its original adoption April 1, 2014;

NOW THEREFORE BE IT RESOLVED, January 2, 2019, that the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Media and Communications Committee, as follows:

1. Comply with Resolution G-89-95, "General Duties of Standing Committees," adopted October 3, 1989.

GENERAL DUTIES OF STANDING COMMITTEES

- i. Advise and recommend to the Board, goals, policies and expectations in the committee's area of concern, and in management's divisional performance, for the purpose of evaluating ongoing experience; these goals, policies and expectations should be quantifiable or otherwise measurable, wherever possible and appropriate.
- ii. Assure mutual understanding, between committee and respective management division, of approved goals, policies and expectations.
- iii. Keep informed generally regarding the extent and quality of operational performance.
- iv. Seek an acceptable level of congruence among board expectations, management performance and, generally, resident experience and desire.
- v. Seek optimum benefit/cost results in the committee's area of concern.
- vi. Review on a continuing basis the long-range needs of the Laguna Woods Village community, its residents, facilities, services and programs, within the committee's area of concern, and develop information that will assist this corporation, or the housing

corporations, in addressing anticipated future needs within their areas of responsibility. Forward recommendations and information based on said review to the Board of Directors of this corporation, to other standing committees of this corporation, or to other governance entities as appropriate.

COMMITTEE'S AREAS OF CONCERN

2. Promote two-way communications within the community by every medium available.
3. Ensure the maintenance and operation of GRF Broadband and cable services system, the website, social media, and all publications and broadcasts under the committee's jurisdiction.
4. Serve as liaison between the GRF Board, Broadband Services, and Marketing and Communications Division (MarComm).
5. Work with GRF committees and GRF Board of Directors on matters related to areas of responsibility in this Charter.
6. Review the capital requirements, service levels, and projected revenue related to the GRF Broadband Services Division, other activities referenced in this Charter, and make recommendations to the GRF Business Planning Committee.
7. Review all non-budgeted requests originated by the GRF Broadband Services Division, the Marketing and Communications Division or the CEO/COO, and recommend appropriate action to the Finance Committee.
8. Ensure that the Headend, Broadband and Village Television facilities, equipment and operations owned or managed by this corporation are maintained as necessary to sustain a consistent level of performance to meet the requirements of the Community, the City of Laguna Woods Franchise Agreement, and FCC Regulations.
9. Direct the managing agent to prepare specifications and contracts used for procurement of programming, services, and commercial advertisements. Review and modify criteria, as appropriate.
10. Direct the managing agent to implement capital plan projects per Board-approved scope of work.

11. Serve as a liaison between the GRF Board and the managing agent to ensure that communication services, and any associated equipment, are appropriate for the intended services. Make recommendations to all Boards, as necessary.

12. Perform such other duties as may be assigned by the GRF Board of Directors.

RESOLVED FURTHER, Resolution 90-14-17, adopted April 1, 2014, 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 the purpose of this Resolution.

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ENDORSEMENT

Traffic Engineer Proposal

Chief Moy presented the Traffic Engineer Proposal. The Committee commented and asked questions.

Director Gros made a motion to approve the Traffic Engineer Proposal. Director Bhada seconded the motion.

By a vote of 5-1-0 (Director Bastani opposed). The motion carried.

STAFF REPORT

DATE: December 17, 2018
FOR: Security & Community Access Committee
SUBJECT: Traffic Engineer Proposal

RECOMMENDATION

Staff recommends a contract be established with a Traffic Engineer to evaluate the need for traffic calming measures on Calle Aragon in the area of Clubhouse One.

BACKGROUND

Over the past several months, the Security Department has received ongoing complaints of speeding vehicles on Calle Aragon, specifically near Clubhouse One. Residents living within nearby Cul-De-Sacs have voiced concern of dangerous conditions due to the long stretch of roadway, no stop signs, and a bend; creating limited visibility and rear cross traffic at Clubhouse One.

In the area of Clubhouse One, Calle Aragon is a two-way roadway separated by yellow lines and is approximately one mile long from the north to the south intersections of Avenida Sevilla. The speed limit is 25 MPH and is posted. There are no stop signs on this segment of roadway and one left turn lane for vehicles entering Clubhouse One from the south. Clubhouse One is the busiest clubhouse for resident and bus activity.

Traffic Specialists placed a Speed Monitor on Calle Aragon to help deter vehicles driving at unsafe speeds. However, complaints continue to be received and Traffic Specialists have written a number of citations in the past four months, including but not limited to:

- 21 citations for speeding at a rate of 11-15 mile per hour (mph) over the speed limit; and
- One citation for speeding at a rate of 16 mph and above over the speed limit.

Within the past three years, there have been nine (9) traffic collisions on Calle Aragon; two (2) collisions resulting in major damage where motorists struck legally parked vehicles located along the curb.

DISCUSSION

Traffic Engineering is a branch of civil engineering that uses engineering techniques to achieve the safe and efficient movement of people and goods on roadways. It focuses mainly on research for safe and efficient traffic flow, such as road geometry, sidewalks and crosswalks, cycling infrastructure, traffic signs, road surface markings and traffic lights.

There are multiple factors to consider when implementing traffic calming solutions within a residential Community. Although installing traffic signals, stop signs or speed bumps may appear at first glance an obvious solution to slow motorists, there are other issues that make these options less than ideal. The implementation of the above measures have not proven to decrease speed. A traffic signal would be an expensive undertaking and does not appear reasonable or justified in this area. Stop signs studies have shown that speeds are actually higher between intersections when stop signs are present as opposed to when they are not.

Impatient drivers view unwarranted stop signs as a needless delay and have been known to actually increase their speed midblock. Stop signs may make traffic flow in a more orderly fashion, but not necessarily safer. Speed bumps have numerous disadvantages and are not recommended. They are expensive to install and maintain, interfere with response times of emergency vehicles, increase wear and tear to both personal and commercial vehicles, noise levels, air pollution, and reduce fuel efficiency.

None of the measures mentioned above, specifically traffic lights or stop signs, should be installed for the sole purpose of decreasing speed or preventing accidents. They should only be considered after an engineering study is conducted and it is determined that a need for those measures is warranted. A Traffic Engineer may recommend other alternative solutions such as curb extensions that are physically self-enforcing and require motorists to regulate their speed or permanent and highly visible speed monitoring signs as part of their analysis.

FINANCIAL ANALYSIS

The cost of contracting the Traffic Engineer will be funded from the 2019 Security Services Department Operating Budget.

Prepared By: Tim Moy, Chief of Security

Reviewed By: Francis Rangel, Operations Manager
Jacob M Huanosto, Compliance Coordinator
Betty Parker, Chief Financial Officer
Siobhan Foster, Interim CEO

Financial Report

As of November 30, 2018

INCOME STATEMENT

ACTUAL
(in Thousands)

TOTAL REVENUE

\$39,868

TOTAL EXPENSE

\$38,535

Revenue over Expense

\$1,333

Financial Report

As of November 30, 2018

FUNDS INCOME STATEMENT	OPERATING	FUNDS	TOTAL (in Thousands)
Assessment Revenue	\$25,017	\$2,802	\$27,819
Non-assessment Revenue	\$8,140	\$3,909	\$12,049
Total Revenue	\$33,157	\$6,711	\$39,868
Total Expense	\$37,913	\$622	\$38,535
Net Revenue/(Expense)	(\$4,756)	\$6,089	\$1,333
w/o Depreciation	(\$290)		

Financial Report

As of November 30, 2018

Through November, GRF was worse than budget by (\$904K) primarily due to:

- **Legal Fees**
- **Outside Services**
- **Trust Facilities Fee**
- **Clubhouse Rentals & Event Fees**
- **(Gain)/ Loss on Sale or Trade**

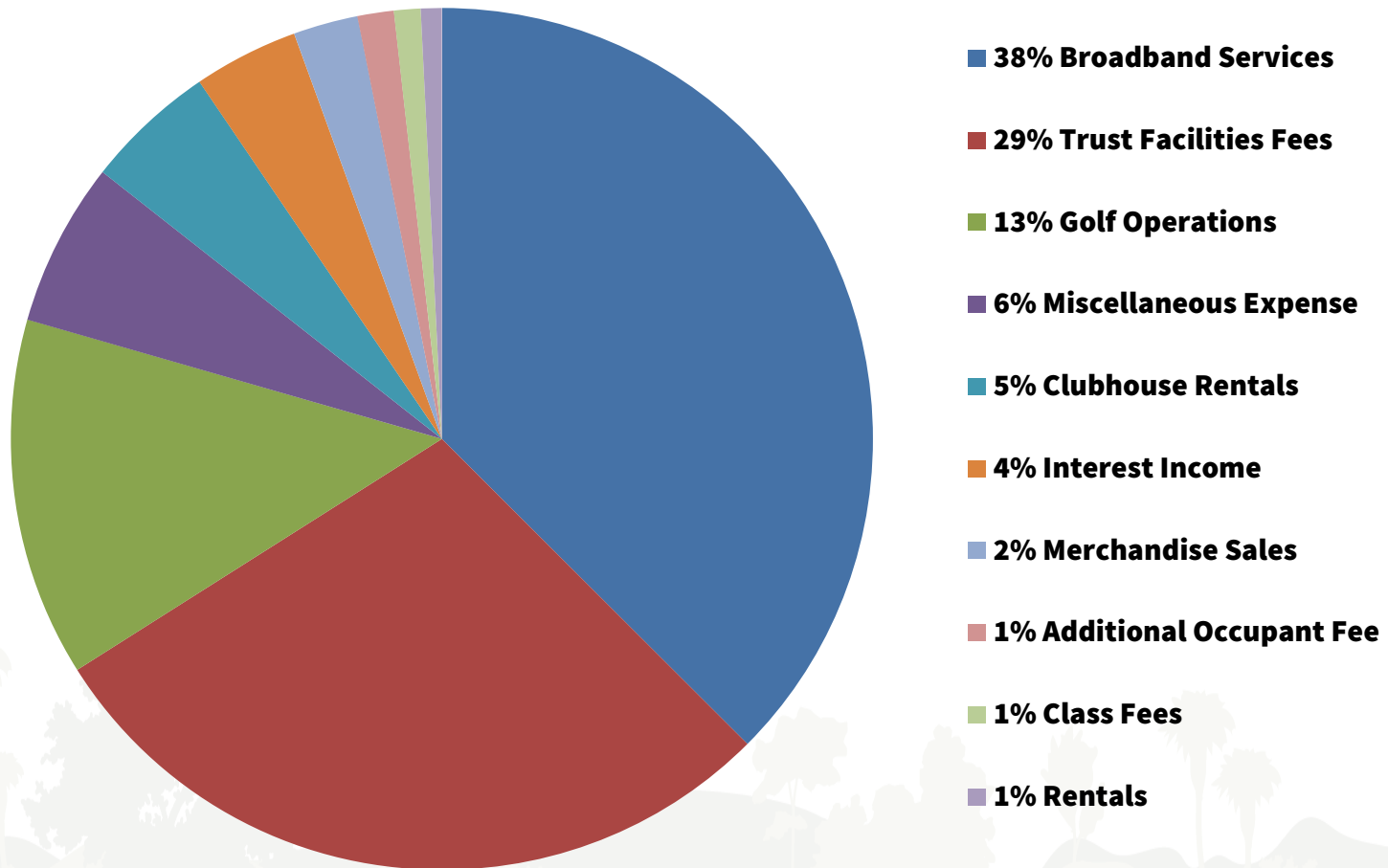
Some offsetting favorable variances included:

- **Broadband Services Revenue**
- **Interest Income Revenue**

Financial Report

As of November 30, 2018

Total Non Assessment Revenues \$12,049,564



Financial Report

As of November 30, 2018

Total Expenses excluding depreciation \$34,068,982

■ 61% Employee Compensation & Related

■ 13% Cable/Franchise/Copyright

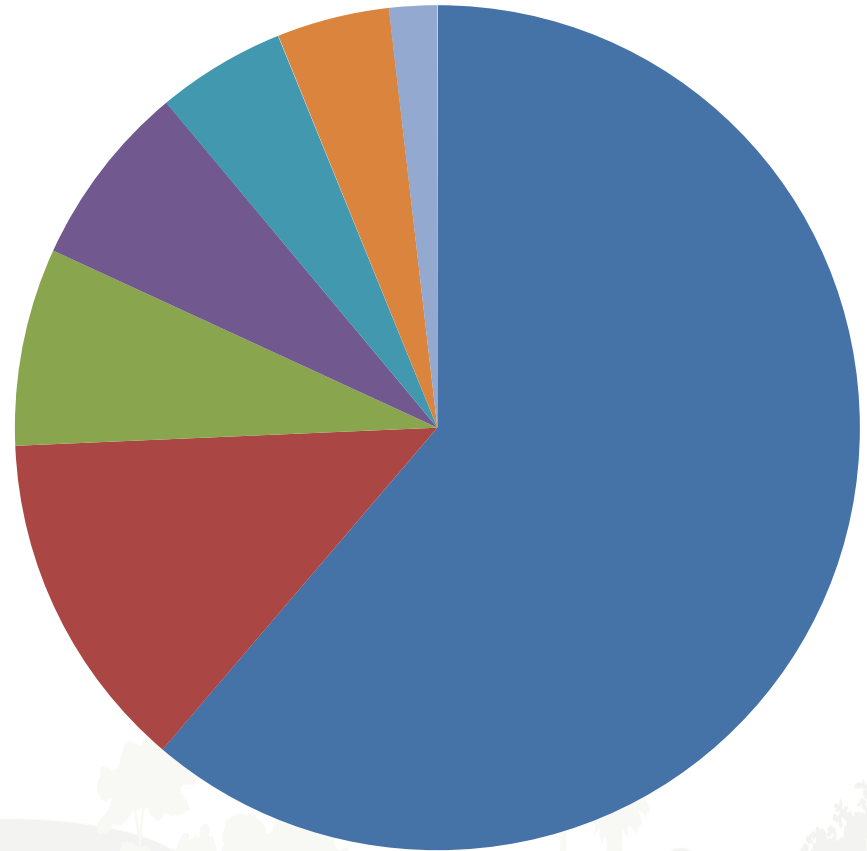
■ 8% Utilities, Fuel & Oil

■ 7% Insurance, Professional & Legal

■ 5% Material and Supplies

■ 4% Outside Services

■ 2% Repairs & Maintenance



Financial Report

As of November 30, 2018

FUND BALANCES (in Thousands)

	ENDING BALANCES	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment	\$5,366	\$1,781	\$3,585
Facilities	13,789	3,640	10,149
Contingency	490	3	487
Trust Facilities Fee	9,010	0	9,010
TOTAL	\$28,655	\$5,424	\$23,231

Financial Report

As of November 30, 2018

FUND ENCUMBRANCES (in Thousands)

	TOTAL APPROPRIATIONS	INCURRED TO DATE	REMAINING ENCUMBRANCE
Equipment	\$8,669	\$5,266	\$3,198
Facilities	13,136	5,493	6,923
Contingency	709	428	231
Trust Facilities Fee	0	0	0
TOTAL	\$22,514	\$11,187	\$10,352

Statement of Revenue & Expense Variance Report as of November 30, 2018

REVENUE

- **Trust Facilities Fee Line 4** – (\$359K) Unfavorable variance due to transitional period of fee change, increasing from \$2,500 to \$5,000 for new escrows opening after January 1, 2018. Receipts in Q1 reflected prior year escrows closing at the lower fee amount. Further, the number of resales is 21% lower than the same period last year and 9% lower than budgeted.
- **Clubhouse Rentals and Event Fees Line 8** – (\$317K) Unfavorable variance due to lower revenue-generating events held at the Performing Arts Center; although revenue is consistent with prior year, Staff is executing a plan to attract higher revenue-generating shows to the PAC, including Celebrity Performance Series, VIP packages, and meet/greet events.
- **Broadband Services Line 11** – \$496K Favorable variance due to more internet subscribers and set top box rentals than budgeted; the 2019 budget assumptions for revenue have been increased to reflect trends in subscribership.
- **Interest Income Line 12** – \$280K Favorable variance due to higher investment balances.

EXPENSE

- **Utilities Line 20** – (\$136K) Unfavorable variance due to increased water costs; consumption is 7% higher than forecasted, in part due to low average rainfall (down 45% over 3-year average) and high temperatures. Electricity was also unfavorable due to higher summer vs winter rates than forecasted. Further, Telephone was unfavorable due to data charges for in-field data collection devices.
- **Legal Fees Line 22** – (\$453K) Unfavorable variance due to higher legal fees and arbitration services for labor issues. On October 2, 2018 the Board approved a supplemental appropriation of \$350,000 from the Contingency Fund to cover unbudgeted legal fees; transfer was made in October.
- **Professional Fees Line 23** – \$141K Favorable variance due to decreased use of consulting budget across several departments. Also lower audit and tax fees; the engagement for 2017 financial audit was negotiated at a lower rate than budgeted.
- **Outside Services Line 25** – (\$416K) Unfavorable variance primarily due to Broadband expenses, which were moved from the Cable Programming category. The variance was furthered by more outside repairs for generators and vehicles, unbudgeted marketing and communication programs for the Village, and increased expense in Aquatics resulting from higher utility costs to heat and fill the pools and from additional contracted staffing for pool deck cleaning and prep.
- **Income Taxes Line 29** – \$140K Favorable variance; no estimated payments required to date.
- **(Gain)/Loss on Sales or Trade Line 36** – (\$205K) Unfavorable variance is due to few warehouse sales to date; two obsolete buses sold at auction resulted in a write off.



REPORT OF THE REGULAR OPEN MEETING
OF THE GOLDEN RAIN FOUNDATION FINANCE COMMITTEE

Wednesday, December 19, 2018 – 1:30 p.m.
Laguna Woods Village Community Center Board Room, 24351 El Toro Road

MEMBERS PRESENT: Diane Phelps, Chair; Pat English, Beth Perak, Steve Parsons (for Rosemarie diLorenzo), Jack Connelly, Juanita Skillman, Gary Morrison, Alfred Amado. Advisor: Greg Corigliano

MEMBERS ABSENT: Rosemarie diLorenzo

STAFF PRESENT: Betty Parker, Steve Hormuth, Christopher Swanson

OTHERS: GRF – Joan Milliman; UNITED – Carl Randazzo, Andre Torng;
VMS – Dick Rader

Call to Order

Director Phelps chaired the meeting and called it to order at 1:32 p.m.

Approval of Meeting Agenda

A motion was made and carried unanimously to approve the agenda as presented.

Approval of the Regular Meeting Report of October 24, 2018

A motion was made and carried unanimously to approve the report as written.

Chair Remarks

Director Phelps thanked staff for providing the 2019 Greenbooks and shared her goals for 2019 monthly reporting to the GRF Board.

Department Head Update

Betty Parker, CFO, informed the committee that 2019 Assessment Coupon Books were mailed to residents who have not signed up for EZ Pay (auto payment service). Additionally, the 2019 Greenbooks have been placed in the mailboxes of all Directors and is available to residents on the website for free or in Central Services with a copy fee.

Member Comments (Items Not on the Agenda)

Andre Torng (389-Q) commented on the inventory process.

Review Preliminary Financial Statements dated November 30, 2018

The Committee reviewed and commented on the financial statements dated November 30, 2018 and questions were addressed. Director Connelly requested more information regarding the revenue sharing agreement currently in place with West Coast Internet. Director Amado

requested that expenditures associated with bus service be reviewed more frequently at the Mobility and Vehicle Committee.

Supplemental Funding for Vehicle Purchase

The Committee reviewed a staff report from the Mobility and Vehicles committee recommending a supplemental funding for a replacement vehicle purchase.

A motion was made and carried unanimously to recommend the Board approve a supplemental appropriation of \$45,000, to be funded from the Equipment Fund, to replace a vehicle that was damaged beyond repair.

Ms. Parker advised that vans used by Transportation for bus service have been added to the schedule of vehicles under the auto insurance policy for comprehensive collision coverage. While all vehicles in the fleet have liability insurance, GRF had previously covered only the buses for physical damage.

Assembly Bill 2912 Update

The committee reviewed a staff report providing an update for Assembly Bill 2912 and questions were addressed regarding new statutory requirements for financial management that become effective January 1, 2019. GRF legal counsel is working in collaboration with United and Third Mutuals to draft a resolution that will address new authorization requirements.

Investment Task Force Update

Director Connelly provided an update from the Investment Task Force.

Audit Task Force Update

Director Phelps provided an update from the Audit Task Force.

Items for Future Agendas

- Presentation of Investment Portfolio by BlackRock/Merrill Lynch
- Inventory Process

Committee Member Comments


Director Parsons commented on the continued need for accurate tracking of electricity and water consumption in 2019.

Date of Next Meeting

Wednesday, February 20, 2019 at 1:30 p.m.

Adjournment

The meeting recessed to closed session at 2:36 p.m.



Diane Phelps, Chair



OPEN MEETING

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

**Wednesday, December 12, 2018 – 9:30 A.M.
Laguna Woods Village Community Center, Board Room
24351 El Toro Road**

MEMBERS PRESENT: Jim Matson - Chair, Don Tibbetts, Beth Perak (in for Richard Palmer), John Frankel, Bunny Carpenter, Gary Morrison (in for Cash Achrekar), Carl Randazzo

ADVISORS PRESENT: John Luebbe

MEMBERS ABSENT: Ryna Rothberg, Cash Achrekar, Advisor John Luebbe

OTHERS PRESENT: Juanita Skillman, Pat English, Diane Phelps, Beth Perak, Andre Torng, Cush Bhada, Elsie Addington

STAFF PRESENT: Guy West – Interim Staff Officer, Laurie Chavarria

1. Call to Order

Chair Matson called the meeting to order at 9:34 a.m.

2. Acknowledgement of Media

Chair Matson noted no members of the media were present.

3. Approval of the Agenda

The agenda was approved as written.

4. Approval of Meeting Report for October 10, 2018

The meeting report for October 10, 2018 was approved as written.

5. Chair's Remarks

Chair Matson stated that after the Open Session has recessed he would like the Committee to tour the facilities inside of Gate 12. Upon their return they will break for lunch, and then reconvene for the Closed Session.

6. Member Comments (Items Not on the Agenda)

- Andre Torng (289-Q) – Commented on matters for United Mutual, an unsecured cover near a sidewalk on Ronda Granada and commercial vehicles parked at Clubhouse 3.
- Diane Phelps (5587-A) – Commented on behalf of Pickleball President Joan Brown regarding a request to add storage for a BBQ grill and ball machine at the Pickleball Courts.

Various Committee Members and Interim Staff Officer Guy West responded to the comments.

7. Department Head Update

Interim Staff Officer Guy West provided an update on the kitchen expansion suggested for the 19 Restaurant and Lounge and showed drone footage of the Pickleball and Paddle Tennis Renovation project.

Consent:

All matters listed under the Consent Calendar are considered routine and will be enacted by the Committee by one motion. In the event that an item is removed from the Consent Calendar by members of the Committee, such item(s) shall be the subject of further discussion and action by the Committee.

8. Project Log

The Project Log was pulled from the Consent Calendar for discussion. Various Committee Members commented on the Community Center HVAC and the Civil Work at Gate 10.

Reports:

9. Efficiency Evaluation for Restaurant Expansion (oral discussion)

Chair Matson summarized the discussion between Interim Staff Officer Guy West, Interim CEO Siobhan Foster and Tony Hibbard, the manager of the 19 Restaurant and Lounge regarding possible improvements to the kitchen. Mr. Hibbard stated that he did not request to expand the kitchen but noted that more storage space would help to improve the efficiency of the kitchen.

Discussion ensued regarding seismic code, concessions to the catering contract, kitchen management practices, breakfast and lunch service, and the need to review the current contract.

By consensus, staff was directed to review the current contract for the 19 Restaurant and contact Chair Matson to discuss the next steps.

10. Costs to Add a Storage Area to the Pickleball Project (oral discussion)

Interim Staff Officer Guy West stated that he received an email request from Pickleball President Joan Brown about a gate that was removed in front of the bleachers at the Pickleball Courts. Ms. Brown has requested an alternate path be created to reach to the bleachers and a staging area be provide for the clubs BBQ grill and ball machine. Mr. West said that he will instruct the contract to replace the gate that provided access to the bleachers.

By consensus staff was directed to add a staging area for the BBQ grill and Ball Machine, with a cost not to exceed \$5,000.

Items for Future Agendas:

- Radiant Heater Replacement at the Maintenance Service Center (Closed Session)
- Expansion Renovation of the Kitchen at the 19 Restaurant & Lounge
- EV Charging Stations

Concluding Business:

Committee Member Comments

- Director Randazzo commented that the description for the 19 Restaurant should be changed from expansion to renovation.
- Director Frankel commented on possible renovation of the 19 Restaurant.
- Director Perak commented on the upcoming facility tour at Gate 12.
- Director Tibbetts commented on the possible renovation of the 19 Restaurant.

Date of Next Meeting: February 13, 2019

Adjournment:

The meeting was recessed at 10:35 am.


Jim Matson, Chair

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OPEN MEETING

THE GOLDEN RAIN FOUNDATION
MEDIA AND COMMUNICATIONS COMMITTEE
Monday, December 17, 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 Elsie Addington, Roy Bruninghaus, Annette Sabol Soule, Pat English, Maggie Blackwell, Lynn Jarrett, Advisers Lucy Parker and Steve Carmen.
- MEMBERS ABSENT:** Director Ryna Rothberg and Adviser John Perak.
- OTHER'S PRESENT:** Juanita Skillman—United, Jon Pearlstone—Third and Diane Phelps—GRF
- STAFF PRESENT:** Eileen Paulin, Chuck Holland, Paul Ortiz and Becky Jackson.

1. **Call to Order**
Chair Joan Milliman called the meeting to order at 1:31 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 November 19, 2018**
Report was approved.
5. **Chair's Remarks**
Chair Joan Milliman welcomed the committee and reported that she will be discussing the revision of the Media and Communications Charter.
6. **Member Comments (Items not on the Agenda)**
Dave Clayton 4025-3F was called to speak and asked the committee to consider PAC 12 be added to the line-up.
7. **Director's and Staff Forum**
Chuck Holland reported the ability to add PAC 12 can be addressed in closed session to

review pricing and can be a part of a bulk pricing agreement. Director Roy Bruninghaus suggested streaming over picking and choosing some channels over others.

Chair Milliman suggested discussing this further in closed session.

REPORTS:

8. Broadband and Contracts Report—Chuck Holland

Mr. Holland reported a successful year with analog removal and all the improvements that have been implemented by IT for various departments. These improvements include kiosks at Resident Services, security vehicle laptops, camera systems, new camera systems, automated dialers and state-of-the-art transportation systems. He told the committee that Resident Services has been busy with phone calls due to the final analog removal.

Mr. Holland reported on all the contract renewals and estimated increases with Fox Sports Net having the highest estimated increase. He also reported on subscriber counts, set-top boxes, pay-tv, international channels, high speed data and proforma broadband services which included expenses and budgets year-to-date.

Mr. Holland told the committee the service fee for a truck roll, or service call, is \$35 to help a resident scan their television and currently there is a two day turnaround time for a service call.

9. Digital Pay Tier System-Update-Chuck Holland

Mr. Holland inadvertently suggested at the last meeting that these fee additions included premium TV channel and content above and beyond the basic lineup included in the monthly assessments. When in fact, the fee additions only cover the digital subscriber fees for Head End in the Sky (HITS) and the National Authorization Service – Regional Access Controller (NAS-RAC). The HITS fees are billed to the Village for each manor with a digital device. The NAS-RAC fees are charges for each device in the home. The culmination of these fees would be covered by the \$4.95 fee.

10. Marketing and Communications Report-Eileen Paulin

Eileen Paulin reported on the 2019 Docent Tour schedule alternating between morning and afternoon tours. She reported on the success of the tour on November 29 with Leisure World, Seal Beach conducted by Becky Jackson and Director Jim Matson stating since then our COO, Siobhan Foster, has been able to forge a relationship with Leisure World's Tim Cleary.

Ms. Paulin stated all New Resident Orientations have been moved to the Board Room with success and it has been beneficial getting residents acclimated to the room and having the screens available for navigating the website during the presentation. She updated the committee on email correspondence through iContact, MarComm projects in Trello and CodeRED data entry, submissions and responses.

Juanita Skillman asked that MarComm publicize access to manors through gates 2, 3 and 4 during the construction of the new gate arms at gate 1.

Ms. Paulin agreed to make all efforts to do this.

11. Thrive-Beth Perak

Adviser Lucy Parker reported on the Centenarians Project.

ITEMS FOR DISCUSSION AND CONSIDERATION:

12. Revised Media and Communications Charter-Joan Milliman

Chair Milliman review the new charter with the committee and asked them to approve the new charter as written. Director Annette Sabol Soule moved to approve the new charter. Director Pat English seconded the motion. Motion passed unanimously.

ITEMS FOR FUTURE AGENDAS:

13. Policy Review on Photography and Filming in the Village-Eileen Paulin

CONCLUDING BUSINESS:

15. Committee Member Comments

Director Maggie Blackwell stated she appreciated that the committee has done so much.

Director Soule wished everyone happy holidays.

Director English wished everyone happy holidays.

Director Bruninghaus wished everyone happy holidays.

Director Elsie Addington thanked staff and wished everyone happy holidays.

Mr. Holland stated there are struggles with getting information to the real estate community and he is working with other departments to becoming more proactive with giving them pertinent information.

Ms. Paulin stated she is excited for Jackie Brown's maternity leave and reminded the committee that Ellyce Rothrock will be taking her place until April 2019.

15. Date of Next Meeting—Monday, January 21, 2019, at 1:30 p.m. in the Board Room

16. Adjournment

Meeting was adjourned at 2:41 p.m.

DRAFT

Joan Milliman, Chair
Media and Communications Committee

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OPEN MEETING

**REPORT OF REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MOBILITY AND VEHICLES COMMITTEE**

**Wednesday, December 5, 2018 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637**

MEMBERS PRESENT: Chair- Ray Gros, Andre Torng, Elsie Addington, John Frankel, Cush Bhada,

ADVISORS:

MEMBERS ABSENT:

OTHERS PRESENT: Juanita Skillman in audience, Lynn Jarret in audience,

STAFF PRESENT: Bruce Hartley, Lulu Bactor,

1. Call to Order

Chair Gros called the meeting to order at 1:30 p.m.

2. Acknowledgment of Media

No press was present.

3. Approval of the Agenda

Agenda was amended to add new item #11a "Discussion of a Seven Day Fixed Route Schedule" to the agenda. Amended agenda was approved by consensus.

4. Approval of Meeting Report for April 4, 2018

The Regular Meeting Report of October 3, 2018, was approved by consensus.

5. Chair's Remarks

Chair Gros commented that he provided bus information during yesterday's Board meeting for residents who do not otherwise receive it. He reported that he and Mr. Hartley met with other Board Member's to see the proposed replacement van for Plan A Ride, with a rear exit for wheel chairs.

6. Member Comments (Items Not on the Agenda)

Richard Fumanti - 277-A: Spoke about the medical office behind Trader Joe's and suggested adding a bus to stop to service the medical office at 24422 Avenida De La Carlotta.

Suellen Zima - 823-D: Welcomed all new members of the Committee. She spoke about the bus system, wait times for buses and Plan-A-Ride.

Patricia Gothard - 611-Q: Spoke about the wait times for buses and thanked staff for their hard work.

Vashti Williams - 726-P: Spoke about bus schedules, Plan-A-Ride and wait times.

7. Response to Member Comments

Director Bhada asked Ms. Gothard what was her main concern. Mrs. Gothard replied that it is a Plan-A-Ride and Bus scheduling problem.

Director Addington responded to Ms. Gothard that she rides the buses and agrees that sometimes they could be running a little late and understands her concerns.

Director Frankel responded to Ms. Zima that the Committee will be discussing the hiring of a bus route consultant before the meeting is over.

Chair Gros responded to Ms. Zima that the scheduling system she shared will be considered by the Committee. Director Gros commented that the evaluation of the fixed routes and Plan-A-Ride services by an outside consultant as directed by the Committee is in progress. The RFP was advertised on 12/13. Staff will bring back to January meeting or February meeting to discuss the cost, funding and the recommendation to award to GRF Board.

Director Addington thanked Ms. Zima for submitting her proposed schedule.

8. Department Head Update

Mr. Hartley welcomed all new Committee Members and chair. Mr. Hartley announced this will be his last Committee meeting and the new Transportation Manager will start December 10, 2018.

Consent:

None

Reports:

9. Transportation & Maintenance Manager's Report

Mr. Hartley commented that following discussion about the request for proposal for bus modeling services at the previous meeting of GRF M&V Committee, staff was directed to advertise an RFP and seek a professional consultant to evaluate the current bus routes and to help produce an efficient model to move forward. The idea is to get proposals in December with the highest rated firm brought back to the Committee for direction on whether to move forward with Board approval for funding. Mr. Hartley spoke about Plan-A-Ride and that there have been recent some improvements on the hardware side. The IT Director has moved the system to more powerful software which should reduce many of the glitches experienced by riders.

Items for Discussion and Consideration:

10. Supplemental Funding to Replace Plan-A-Ride Van

Director Addington asked if we get paid through the insurance to replace the damaged van.

Mr. Hartley responded that only buses have full coverage. All other vehicles do not carry full coverage insurance. This info was provided by the Finance Department.

Suellen Zima 823-D – Suggested to the Committee to get a side access van; stating it is her opinion that rear access van was not successful.

Mr. Hartley responded to Ms. Zima that we have looked at the different vehicles and chosen to get rear access vehicles since the side access vehicles can only transport one wheel chair and two fewer passengers.

Director Moldow made a motion to replace the damaged van. Not to exceed \$45,000, second by Andre Torng. Approved by Committee unanimously.

Committee voted to direct staff to test the vehicle with the residents. Committee approved by consensus.

11. 2019 Early Release Bus Vehicle Purchases

Mr. Hartley gave an overview of the request and talked about staff recommendation.

Director Cush Bhada made motion to proceed with the purchasing process for the acquisition of four buses, seven cargo vans and an industrial scrubber included in the 2019 budget. Motion Second by Director Moldow. Approved by Committee unanimously.

Director Bhada and Mr. Hartley discussed noise in buses.

11a. Discussion of the Seven Day Fix Route

Director Frankel spoke about the closed meeting discussion held on October 30, 2018. Director Frankel requested to add to Future Agendas "Discussion of the Seven Day Fix-Route".

Items for Future Agendas:

12. Award of Contract for Bus Modeling Services

13. Bus Pre-Purchase Review Task Force

14. Federal Transit Administration 5310 Grant Requirements:

- Services Animals on Buses and Plan-A-Ride Vehicles
- Oxygen Generators and Respiratory Support Devices on Buses

Concluding Business:


15. Committee Member Comments

Director Frankel made motion to having monthly GRF Mobility & Vehicle Meeting starting January. Second by Director Bhada. Committee approved unanimously.

16. Date of Next Meeting – Wednesday, February 6, 2019

17. Adjournment

The meeting was adjourned at 1:48 pm.



Ray Gros, Chair
GRF Mobility & Vehicles Committee



REPORT OF THE REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
SECURITY AND COMMUNITY ACCESS COMMITTEE

The Regular Meeting of the Security and Community Access Committee was held on Monday, December 17, 2018 at 9:30 a.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Don Tibbetts – Chair, Pat English, Ray Gros, Reza Bastani, Anthony Liberatore, Cush Bhada, and John Dalis

MEMBERS ABSENT: John Frankel

ADVISORS PRESENT: Larry Cunningham

ADVISORS ABSENT: Frank Tybor

OTHERS PRESENT: Joan Milliman, Juanita Skillman, Andre Torng, Diane Phelps, Annette Sabol Soule, and Beth Perak

STAFF PRESENT: Tim Moy and Debbie Ballesteros

CALL TO ORDER

Don Tibbetts, Chair, called the meeting to order at 9:31 a.m.

ACKNOWLEDGEMENT OF PRESS

The Media was not present.

APPROVAL OF AGENDA

By way of consensus, the Committee approved the agenda as presented.

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the October 22, 2018 meeting report with minor corrections.

CHAIRMAN'S REMARKS

Chair Tibbetts informed the Committee that he is the new chair. He stated that many residents choose to move to the Community because of the activities, amenities, and most importantly, safety and security.

MEMBER COMMENTS ON NON-AGENDA ITEMS

Annette Soule (3428-C) commented on proximity cards. She stated that they should be implemented sooner rather than later.

Andre Torng (389-Q) inquired about the Security Division's Standard Operating Procedures (SOP). He stated if it was possible to release the titles to the Directors.

RESPONSE TO MEMBER COMMENTS

Tim Moy, Chief of Security, responded to Ms. Soule and stated that he will follow up with Chuck Holland, Chief Information Officer, on the status of the proximity cards.

Chief Moy responded to Mr. Torng by stating that SOP's are for operational purposes only and could not be shared with the Directors.

REPORTS

Gate Access Update

Chief Moy informed the Committee that the Gate Access Project should begin in February starting with the following order of Gates: 1 and 14, 2 and 7, 3 and 8, 4 and 9, and 10 and 11.

Chief Moy explained that there will be a temporary gate house that will be opened if the construction schedule allows.

Disaster Preparedness Task Force Report

Chief Moy informed the Committee of the Great California Shakeout exercise that was conducted in October. The exercise included 100 volunteers at Clubhouse 5 that acted as victims to simulate the activity that a Care and Reception Center (CRC) would receive during a disaster. The exercise provided valuable information regarding flaws that are being rectified for all other CRC's.

Chief Moy also informed the Committee that he will be touring each clubhouse with the Disaster Preparedness Task Force Clubhouse Coordinator to evaluate the layout of the clubhouse.

Chief Moy informed the Committee a new class on Diabetes and Stroke has been added to the lineup for training next year. This will be in addition to the CPR / AED and First Aid classes that are already provided free of charge to Residents.

RV Update

Chief Moy informed the Committee RV Lot A was recently repaved and repaired. He also explained that Security has issued more courtesy notices than citations this year on the RV's. The owners are given a chance to fix the issue before they are cited.

Lastly, Chief Moy explained that this time last year, there was a long waiting list. However, after conducting an audit, the waiting list decreased and there is now parking available for new members moving in to the Community.

Noteworthy Incidents

Chief Moy informed the Committee of a serious accident in the Village. A resident was driving, facing the sun and did not see a pedestrian crossing the street and unfortunately hit the resident.

Chief Moy stated that the sun glare is dangerous as it limits the visibility to see. This also affects golf carts since they have to share the road with larger vehicles and have to be careful going around parked vehicles as well. He informed the Committee that he and Director Ray Gros made a golf cart safety video which will be available to the Community. This video will be sent to all Golf Cart owners and will be played at traffic school.

Chief Moy explained how a resident's daughter recently informed the Security Department that her mother had been moved to an assisted living home and was concerned that her sister, who was recently released from jail, might try to gain access to the unit. The sister had gained access to the Village and each time, she was admonished for trespassing and taken to jail. The Security Department has been conducting daily patrol checks on the unit. During one of the patrol checks, the Security Patrol Officer noticed that the unit lights were on. The Security Officer called for backup to include the Orange County Sheriff's Department (OCSD). It was determined that the sister broke into the unit and would have bled out if the Security Officer had not found her on time. The OCSD arrested the sister and took her to the hospital. Chief Moy commended the Security Officer for his quick thinking and action.

Security Statistics

Chief Moy reported on the statistics for the Security Department that includes foot patrols, notice of violations, crimes, traffic collisions, RV lots, Social Services and the Compliance Division. Reports are attached to the official minutes of this meeting.

Chief Moy explained that the Social Services Division has acquired a new Social Worker and have applied for a grant to hire another. He explained that Susan McInerney, Social Service Manager has been working hard and doing a great job on getting additional resources for the Community.

Chief Moy informed the Committee that the increased number of citations from last year is due to being fully staffed. He also explained the compliance report on how Board's deal with the 20% of residents that do not follow the rules. Chief Moy stated that the Compliance Division is in the process of hiring an additional Compliance Coordinator to help with the workload.

ITEMS FOR DISCUSSION AND CONSIDERATION

Fire Avert

Chief Moy explained that the Fire Avert device only works when it connects with a functioning smoke detector. He stated that Third Mutual and the Towers are moving forward with the pilot program. However, United has elected to not participate at this

time. Chief Moy also explained that another device which requires smoke detector to be hard wired, has been brought forward to his attention. Research is being conducted to see which one will be beneficial for the Community.

Traffic Engineer Proposal

Chief Moy presented the Traffic Engineer Proposal. The Committee commented and asked questions.

Director Gros made a motion to approve the Traffic Engineer Proposal. Director Bhada seconded the motion.

By a vote of 5-1-0 (Director Bastani opposed). The motion carried.

ITEMS FOR FUTURE AGENDAS

- Smoke Alarms
- Proximity Cards

CONCLUDING BUSINESS

Committee Member Comments

Director Liberatore agrees with hiring an Engineer for Calle Aragon.

Director Gros would like to have the Fire Department come in and give safety tips.

Director English stated that the number of vehicles should be decreased to two vehicles per unit.

DATE OF THE NEXT MEETING

The next meeting is scheduled for Monday, February 25, 2019, at 1:30 p.m. in the Laguna Woods Village Community Center, Board Room.

ADJOURNMENT

There being no further business to come before the Committee, Chair Tibbetts adjourned the meeting at 10:57 a.m.



Don Tibbetts, Chair