



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, February 5, 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 Matson**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes of Meeting**
 - (a) January 2, 2018 – Regular Open Session Meeting
- 6. Report of Chair**
- 7. Update from VMS – Director Lucy 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) GRF Committee Appointments Update
 - (b) Consistent with its statutory obligations the Board members and/or its Finance Committee individually reviewed and approved Golden Rain Foundation financials for the month of December 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) Entertain a Motion to Approve a Resolution for Permanent Elimination of Fitness Guest Fees **(DECEMBER initial notification - 30-day notification to comply with Civil Code §4360 has been satisfied)**
- (b) Entertain a Motion to Approve a Resolution for Permanent Elimination of Aquatic Guest Fees **(DECEMBER initial notification - 30-day notification to comply with Civil Code §4360 has been satisfied)**
- (c) Entertain a Motion to Approve a Resolution for Summer Lap Swim for Children **(DECEMBER initial notification - 30-day notification to comply with Civil Code §4360 has been satisfied)**
- (d) Entertain a Motion to Approve a Resolution for Revisions to Open House Directional Uniform Signage Policy **(DECEMBER initial notification - 30-day notification to comply with Civil Code §4360 has been satisfied)**
- (e) Entertain a Motion to Approve a Resolution for Digital Cable Services Fee Structure and Tier System **(DECEMBER initial notification - 30-day notification to comply with Civil Code §4360 has been satisfied)**

13. New Business

- (a) Entertain a Motion to Introduce a Resolution for Proposed Amendments to GRF Recreation and Special Events Department Policies and Procedures and Glossary and Mandatory Adherence

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 March 14, 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 March 6, 2019, at 9:00 a.m. in the Board Room.

- (d) Report of the Media & Communications Committee – Director Milliman. Next meeting February 26, 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 February 20, 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 Troutman. Next meeting March 26, 2019, 9:30 a.m. in the Cypress Room.
- (g) Report of the Landscape Committee – Director Matson. Next meeting March 20, 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) 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) January 2, 2019 – 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, January 2, 2019, 9:30 a.m. 24351 El Toro Road, Laguna Woods, California

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

Directors Absent: Bert Moldow

Staff Present: Siobhan Foster, Eileen Paulin, Chuck Holland, Chris Spahr, and Whitney Thornton

Others Present: United Mutual: Juanita Skillman, Elsie Addington, and Andre Tornig
VMS: Lisa Bender, Ron Beldner, Mary Stone, and Dick Rader

1. Call to Order

President Perak called the meeting to order at 9:30 a.m.

2. Pledge of Allegiance to the Flag

Director Gros observed a moment of silence for law enforcement officers and veterans then 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 Milliman made a motion to move agenda items 11b, 11c, and 11d to the closed session agenda. Director Sabol Soule seconded the motion and the agenda passed by unanimous consent as amended.

5. Approval of Minutes

Director Phelps made a motion to approve the minutes of December 4, 2018, as presented. The motion was seconded by Director Matson and it passed by unanimous consent.

6. Report of the Chair

President Perak welcomed Judith Troutman to the GRF Board, expressed Bert Moldow best wishes and a speedy recovery, recognized Lisa Bender as the new

Chair of the VMS Board wished everyone a Happy New Year, and announced the word and working theme of the year for the GRF Board will be 'Team'. President Perak elaborated on the 'Team' goals and highlighted past examples.

7. Update from VMS

Director Bender gave an update of the VMS Board meetings for the month of December:

- VMS Board functions;
- VMS Board structure;
- Introduction of new Board members;
- Invitation to residents to volunteer within the community;
- Overview of Recreation and Special Events in 2018; and
- Overview of Information Technology 2018 achievements.

8. CEO Report

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

- General Services update;
- Introduction of Chris Laugenour, Director of Transportation & Maintenance;
- Areas under the direction of Chris Laugenour are transportation, fleet management, janitorial, street and side, waste management, and the service center;
- Code Red notifications and registrations; and
- NCAA Football Championship viewing party.

9. Open Forum (Three Minutes Per Speaker)

Members spoke on the following topics: Television in CH 1 Drop-In Lounge, special needs children living in the community, channel 3 on Village TV, and Round-Up usage in the community.

10. Responses to Open Forum Speakers

Several Directors and COO Foster responded to and provided input regarding member comments.

11. Consent Calendar

- (a) GRF Committee Appointments Update

RESOLUTION 90-19-01 **GRF Committee Appointments**

RESOLVED January 2, 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 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

- ~~(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.

Director English moved to approve the consent calendar. Director Sabol Soule seconded the motion and it passed by unanimous consent.

12. Unfinished Business

- (a) None

13. New Business

- (a) Entertain a Motion to Approve Supplemental Funding for Vehicle Purchase

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

RESOLUTION 90-19-02

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 of 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

Director Milliman moved to approve the resolution for supplemental funding for vehicle purchase. Director Gros seconded the motion and it passed by unanimous consent.

(b) Entertain a Motion to Approve a Resolution for Financial Transfers by VMS

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

RESOLUTION 90-19-03

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 to provide services 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 they 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 Bylaws. Such responsibilities may be delegated to a member of the staff of the managing agent by this Corporation.”; and

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.”; and

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.”; and

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

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. ...”; and

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 ...”; and

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.”; and

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;

and

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 reserves 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; and

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; and

WHEREAS, the Board recognizes the convenience to the mutual members of making 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 or supplemental appropriation 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.

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

CERTIFICATE

I, Joan Milliman, 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 2nd day of January, 2019.

Secretary



Print Name

JOAN A. MILLIMAN

Director Milliman moved to approve the resolution for financial transfers by VMS and to ratify any financial transactions since January 1, 2019. Director Phelps seconded the motion and discussion ensued among the Directors.

Director Milliman moved to omit "the condominium project known to provide services as Golden Rain Foundation". Director Troutman seconded the motion and it passed by unanimous consent.

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

- (c) Entertain a Motion to Approve a Resolution to Adopt the Revised Media and Communications Committee Charter

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

RESOLUTION 90-19-04

**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.

Director Milliman moved to approve the resolution to adopt the revised Media and Communications Committee Charter. 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 Accept the Traffic Engineer Proposal

Director Milliman moved to accept the traffic engineer proposal to conduct the study to evaluate the need for traffic-calming measures in the area of Calle Aragon and CH1. Director Phelps seconded the motion and it passed by unanimous consent.

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 – President Perak. 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 Troutman. Next meeting January 29, 2019, 9:30 a.m. in the Cypress Room.
- (g) Report of the Landscape Committee – President Perak. 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

- Director English and Director Palmer wished a Happy New Year to all;
- Director Troutman expressed appreciation for being back on the GRF Board;
- Director Matson read a letter he received regarding lawn bowling;
- Director Gros provided information on the Laguna Canyon Foundation;
- Director Sabol Soule wished a Happy Holiday to all and noted it was a great meeting ;
- Director Milliman wished a Happy New Year to all and encouraged team work;
- Director Phelps expressed best wishes to Director Moldow; and
- President Perak hoped that Director Moldow would be returning soon and wished a Happy New Year to all.

- 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) 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


Joan Milliman, Secretary of the Board
Golden Rain Foundation

STAFF REPORT

DATE: February 5, 2019
FOR: Board of Directors
SUBJECT: GRF Committee Appointments

RECOMMENDATION

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

BACKGROUND

In January, 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 February 5, 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)

Lynn Jarrett, (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)

VACANT, 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)
John Frankel (Third)
Cush Bhada, (Third)
Board Members by Rotation (Mutual 50)
Advisers: Steve Leonard, Bill Walsh, Sue Stephens

RESOLVED FURTHER, that Resolution 90-19-01 adopted January 2, 2019, 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.

ENDORSEMENT to GRF

Permanent Elimination of Fitness Guest Fees

The Committee discussed the staff recommendation to approve the permanent elimination of fitness guest fees.

A motion was made to approve the permanent elimination of fitness guest fees.

Motion to approve the permanent elimination of fitness guest fees carried 9-1-0.

STAFF REPORT

DATE: November 8, 2018
FOR: Community Activities Committee
SUBJECT: Permanent Elimination of Fitness Guest Fees

RECOMMENDATION

Discuss and approve the permanent elimination of fitness room guest fees.

BACKGROUND

In an effort to provide greater service to the residents of Laguna Woods, the GRF Board suspended the fitness room guest fees for the summer operating period, May to August in 2017 and 2018.

The current fitness guest fee is \$6.00 per person, which generated annual revenue of \$1,056 in 2016, \$1,614 in 2017, and \$1,168 year-to-date through September. Current year revenue is projected to be approximately \$1,868.

DISCUSSION

During the period the guest fee was not charged, staff received significant positive feedback from residents and requests that the suspension be made permanent.

The analysis of fitness facilities utilization data from 2015 to 2018 (Attachment 1) reflects that fitness facilities did not experience an increase in guest usage during the suspension periods; attendance remained consistent.

FINANCIAL ANALYSIS

Revenue lost by permanently eliminating the fitness guest fees is estimated at less than \$2,000 annually.

Prepared By: Brian Gruner, Recreation and Special Events Director

Reviewed By: Siobhan Foster, Chief Operating Officer
Betty Parker, Chief Financial Officer

Attachment(s):
ATT 1 -Summer Utilization Comparison Chart 2015-2018

Attachment 1

2015-2018 Summer Guest Utilization Comparison Report

Fitness Centers CC&CH1

Month	2015	2016	2017	2018
May	15,797	17,744	17,877	17,379
June	17,508	18,523	18,656	18,789
July	16,991	18,201	18,603	18,401
August	18,453	19,841	19,643	20,392
Total	68,749	74,309	74,779	74,961

RESOLUTION 90-19-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; and

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.

DECEMBER Initial Notification30-Day notification to comply with Civil Code §4360 has been satisfied.

Golden Rain Foundation
Community Activities Committee Meeting
February 5, 2019

ENDORSEMENT to GRF

Permanent Elimination of Aquatic Guest Fees

The Committee discussed the staff recommendation to approve the permanent elimination of aquatic guest fees.

A motion was made to approve the permanent elimination of aquatic guest fees.

Motion to approve the permanent elimination of aquatic guest fees carried unanimously.

STAFF REPORT

DATE: November 8, 2018
FOR: Community Activities Committee
SUBJECT: Permanent Elimination Aquatic Guest Fees

RECOMMENDATION

Approve the permanent elimination of pool guest fees.

BACKGROUND

In an effort to provide enhanced resident services, the GRF Board suspended pool guest fees for the summer operating period, May to August in 2017 and 2018. In addition, the in-house aquatic lifeguard service was outsourced to Premier Aquatics for 2017 and 2018 to ensure consistency in required staffing levels.

The current pool guest fee is \$3.00 per person, generating annual revenue of \$13,534 in 2016. After outsourcing the lifeguard service and waiving the pool guest fees during summer months, the annual revenue was down to \$3,978 in 2017. Year-to-date revenue received through September totals \$2,471. Current year projected revenue is approximately \$4,000.

DISCUSSION

The suspension of guest fees provides more efficient and effective operation at the pools; lifeguards do not have to take payments and can focus on monitoring the pool, prioritizing the health and safety of pool users. In addition, staff received significant positive feedback for not charging guest fees during the summer months and many residents requested the waiver be made permanent. Analysis of pool usage data (Attachment 1) indicates that there was no appreciative increase in usage during the periods when fees were waived.

FINANCIAL ANALYSIS

Revenue lost by permanently eliminating the pool guest fees is estimated at \$4,000 annually.

Prepared By: Brian Gruner, Recreation and Special Events Director

Reviewed By: Siobhan Foster, Chief Operating Officer
Betty Parker, Chief Financial Officer

Attachment(s):
ATT 1 -Summer Utilization Comparison Chart 2015-2018

Attachment 1

2015-2018 Summer Guest Utilization Comparison Report

Aquatics

Month	2015	2016	2017	2018
May	9,132	9,358	9,205	7,322
June	13,249	14,851	12,063	11,358
July	15,228	18,452	17,859	13,896
August	17,559	17,678	13,147	12,513
Total	55,168	60,339	52,274	45,089

RESOLUTION 90-19-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.

DECEMBER Initial Notification30-Day notification to comply with Civil Code §4360 has been satisfied.

ENDORSEMENT to GRF

Summer Lap Swim for Youth

The Committee discussed the staff recommendation to approve summer lap swim for youth at Pool 2.

A motion was made to approve summer lap swim at Pool 2 for youth ages 11-15 with provision of card from the Recreation Department for identification.

Motion to approve summer lap swim at Pool 2 for youth ages 11-15 with provision of card from the Recreation Department for identification carried unanimously.

STAFF REPORT

DATE: November 8, 2018
FOR: Community Activities Committee
SUBJECT: Summer Lap Swim for Youth

RECOMMENDATION

Approve the use of Pool 2 by competitive lap swimmers who are under the age of 16.

BACKGROUND

On October 3, 2018, the Board of Directors introduced a Resolution for Summer Children Swim Permanent Relocation to Pool 6 between Memorial Day weekend and through the end of September annually. Provided the Board adopts this resolution at its November 13, 2018 meeting, the Summer Children Swim Program will continue operation at Pool 6 Memorial Day Weekend through September. During the remainder of the year, Pool 2 is utilized for the Children Swim Program with hours from noon to 2:00 p.m. daily. Lane lines are present and utilized by youth swimmers.

DISCUSSION

Recreation Department policy states swimmers must be 16 years of age or older to use adult-designated pools. With the Summer Children Swim Program operating in Pool 6 in the summer months, competitive youth swimmers have no practice pool.

Should underage competitive swimmers request to use Pool 2 for competitive swim practice during the summer months, the Recreation Department would have the discretion to approve the request when swim club affiliation and documentation is provided.

FINANCIAL ANALYSIS

None

Prepared By: Jennifer Murphy, Recreation Manager

Reviewed By: Brian Gruner, Recreation and Special Events Director
Siobhan Foster, Chief Executive Officer

RESOLUTION 90-19-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 and 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 6, 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 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.

DECEMBER Initial Notification30-Day notification to comply with Civil Code §4360 has been satisfied.

STAFF REPORT

DATE: February 5, 2019
FOR: Board of Directors
SUBJECT: Revisions to Open House Directional Uniform Signage Policy

RECOMMENDATION

That the Board adopt the attached Resolution revising the Open House Directional Uniform Signage Policy to require the use of updated real estate sign designs beginning on May 1, 2019.

BACKGROUND

On November 1, 2011, the Board adopted Resolution 90-11-117, which established the Open House Directional Uniform Signage Policy. The Policy sets forth the following requirements:

1. Directional signs shall be with 24" x 9" corrugated plastic with vinyl lettering and adhere to the GRF approved colors, font and logo;
2. Directional signs shall be placed at GRF street intersections to direct traffic to a specific cul-de-sac. There shall be one sign per direction with a maximum of three signs per intersection;
3. Directional signage can be posted for authorized Open Houses which are held on Saturday and Sunday between the hours of 11 a.m. and 4 p.m.;
4. Directional signage 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;
5. Realtors shall be responsible for purchasing providing the signs and shall adhere to the specifications in accordance with this resolution;
6. Non-conformance to this policy shall result in removal of sign from premises;
7. 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.

On January 1, 2018, the State of California Bureau of Real Estate (CalBRE) changed the License Disclosure Requirements for Advertising to 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.)

This applies 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.

While Open House Directional Uniform Signage Policy outlined above provides a clear policy for the use of real estate signs, as codified in Resolution No. 90-11-117, the Policy must be updated to reflect the new CalBRE advertising requirements.

DISCUSSION

To bring conformity and maintain attractive neighborhoods within Laguna Woods Village, the Marketing and Communication Division has collaborated with Village real estate agents to develop updated real estate sign designs that incorporate the new CalBRE requirements. Although the responsibility for compliance with the law lies with the real estate agents, staff working with these real estate agents also leveraged this opportunity to modernize the look and visibility of Village real estate signage.

On November 19, 2018, the GRF Media and Communications Committee unanimously approved the updated real estate sign designs and directed staff to present resolutions authorizing the use of the updated real estate sign design to the Board of Directors for the Golden Rain Foundation, Third Mutual, United Mutual and Mutual No. Fifty for consideration in December 2018. Following the introduction of the resolutions, each Board must postpone action for 30-days for Member comments and suggestions to comply with Civil Code Section 4360. Subsequent to the adoption of the resolutions, real estate agents must be given sufficient time to obtain new signage. It is proposed that the use of the updated sign designs will be required beginning on May 1, 2019.

The proposed resolution would update the Open House Directional Uniform Signage Policy to require the use of the updated real estate sign designs that are compliant with the CalBRE rule changes within the Village effective May 1, 2019. No changes to the rules governing open house hours, hours for sign placement, sign sizes, and placement as contained in the Open House Directional Uniform Signage Policy are proposed. Some of the Policy provisions may not be applicable to GRF.

It is important to note that real estate agents are being directed to one vendor for signs. This is intentional and is being done to preserve continuity and proper use of Trademarks. Legal counsel has been consulted and advised this is appropriate.

Due to delays in the approval process of the Uniform Real Estate Signage resolutions by Third and United, the effective date has been extended to May 1, 2019. No other changes have been made to the proposed resolution.

FINANCIAL ANALYSIS

With the exception of design costs and staff time, there is no significant cost to implement the updated real estate sign designs.

Prepared By: Eileen Paulin, Marketing and Communication Manager

Reviewed By: Siobhan Foster, Chief Operating Officer

ATTACHMENT(S)


ATT 1: GRF Media and Communications Committee Approved Real Estate Sign Designs

ATT 2: Resolution 90-19-XXX

ATT 1

GRF Media and Communications Committee Approved Real Estate
Sign Designs

1



Laguna Woods Village®

Susie Realtor
First Team Realty
949-123-4567
Lic. 1234567567

OPEN HOUSE

2

OPEN HOUSE

Susie Realtor
First Team Realty
949-123-4567
Lic. 1234567567



Laguna Woods Village®

Directional • 24x9



Laguna Woods Village[®]

OPEN HOUSE

Susie Realtor

First Team Realty

949-123-4567

Lic. 1234567567



Laguna Woods Village[®]

FOR SALE

Susie Realtor

First Team Realty

949-123-4567

Lic. 1234567567



Laguna Woods Village[®]

FOR LEASE

Susie Realtor

First Team Realty

949-123-4567

Lic. 1234567567

Resolution 90-19-XX

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 May 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 May 1, 2019. The use of other real estate signage is after May 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 one (3) Open House sign 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 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 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.

DECEMBER Initial Notification 30-Day notification to comply with Civil Code §4360 has been satisfied.

STAFF REPORT

DATE: February 5, 2019
FOR: Board of Directors
SUBJECT: Digital Pay Tier System – Pricing Recommendations

RECOMMENDATION

Entertain a motion to approve adjustments to the Digital Pay Tier System Fee Schedule to address higher costs for CableCARDS, SD Digital Converters, and HD Digital Converters.

BACKGROUND

The Information Technology Department Broadband Services Division currently offers a Digital Pay Tier System that includes four rental choices for set top boxes and DVRs, approved February 6, 2018 by GRF Board Resolution 90-18-17. The proposed adjustments to the fee schedule are necessary to maintain sufficient revenues to offset rising costs.

On November 19, 2018 the Media and Communications Committee recommended that the Board approve the proposed Pay Tier System Fee Schedule to include the addition of monthly access fees for CableCARDS and SD Digital Converters and a higher fee for HD Digital Converter Programming (Attachment 1).

DISCUSSION

CableCARDS are sold for a one-time fee of \$95.00, SD Digital Converters are sold for \$40.00, and both include unlimited programming. However, both options generate over \$4.00 per month in digital subscribers fees that are being subsidized by the Community. An increased number of CableCARDS and SD Digital Converters are in use as a result of the analog removal project. Staff recommends adding CableCARDS and SD Digital Converters as a new Digital Pay Tier option at \$4.95 per month to cover the access fees and programming costs.

HD Digital Converters receive the maximum number of HD and premium cable channels that incur additional programming costs that are not being covered by the existing \$4.95 fee. Staff Recommends increasing the HD Digital Converters from \$4.95 to \$7.95 per month to cover the monthly programming costs that are being subsidized by the Community.

FINANCIAL ANALYSIS

The proposed adjustments in fees will generate approximately \$48,000 in annual revenue to cover costs currently being subsidized by the Community.

Prepared By: Paul Ortiz, Television Services Manager

Reviewed By: Chuck Holland, Chief Information Officer
Betty Parker, Chief Financial Officer
Siobhan Foster, Chief Operating Officer

ATTACHMENT(S)

ATT1 – Digital Pay Tier Fee Schedule

ATT2 – Resolution

Digital Pay Tier System Fee Schedule

	Current	Proposed
Service Charges (one-time fee):		
Installation/Service Call	\$30.00	
Cable Line Extension	\$50.00	
New Outlet	\$100.00	
Whole-Home-DVR	\$100.00	
CableCARDS Purchase	\$95.00	
SD Digital Converter Purchase	\$40.00	
Equipment (monthly fee):		
CableCARDS Access Fees	\$0.00	\$4.95
SD Digital Converter Access Fees	\$0.00	\$4.95
HD Digital Converter Programming Fee	\$4.95	\$7.95
Standard Set Top Box /TV	\$7.25	
Digital Set Top Box/TV/HD	\$13.25	
Digital Set Top Box/DVR/HD – First Box	\$19.25	
Digital Set Top Box/DVR/HD – Additional	\$13.25	
Whole-Home DVR – First Box	\$24.95	
Whole-Home DVR – Additional	\$7.25	
Programming (monthly fee):		
Cinemax Pak	\$14.25	
HBO Pak	\$17.25	
Showtime Pak	\$14.25	
Starz/Encore Pak	\$14.25	
Foreign Language Channels	\$10.00 - \$15.00	
Adult Playboy Channel	\$15.00	
Adult Pay-Per-View, Per Event	\$9.00	

RESOLUTION 90-19-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; and

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.

DECEMBER Initial Notification30-Day notification to comply with Civil Code §4360 has been satisfied.

STAFF REPORT

DATE: February 5, 2019
FOR: Board of Directors
SUBJECT: Proposed Amendments to GRF Recreation and Special Events Department Policies and Procedures and Glossary and Mandatory Adherence

RECOMMENDATION

Approve the proposed amendments to the GRF Recreation and Special Events Department Policies and Procedures and Glossary and Mandatory Adherence.

BACKGROUND

On September 13, 2018, the Community Activities Committee (CAC) formed an Ad-Hoc Committee comprised of Committee Members and Residents to review and recommend revisions to the GRF Recreation and Special Events Department Policies and Procedures. An emphasis of the review was on commercial activities conducted by Laguna Woods Village Clubs, Groups and Organizations.

DISCUSSION

The Recreation and Special Events Department is responsible for the planning and execution of a comprehensive recreation program for all Laguna Woods Village Residents. The Department coordinates events and programs to ensure that Residents are provided an enjoyable, diversified program. This includes management of the day-to-day operation of recreational facilities and amenities, including the booking and monitoring of room reservations. Facility and amenity operating rules are codified in the GRF Recreation and Special Events Department Policies and Procedures.

The proposed amendments seek to enhance the understandability of GRF Recreation and Special Events Department Policies and Procedures thereby mitigating the potential for confusion, misuse, and/or abusive behaviors by facility users. Further, the proposed amendments will enhance the enforceability of the policies and procedures by Staff.

The Ad-Hoc Committee developed and is recommending the proposed amendments to the GRF Recreation and Special Events Department Policies. This inclusionary and collaborative process promotes consistency, transparency and accountability. In addition, the proposed amendments will assist Staff in the provision of high quality services and programming.

On January 10, 2019, the CAC unanimously approved the recommended amendments to the Recreation and Special Events Department Policies and Procedures with the insertion of the Glossary and Mandatory Adherence. The Glossary aids in the understanding of common terms used in the Recreation Policies. The Mandatory Adherence provides clarification of what forms and/or policy adherence that must be met within Recreation.

FINANCIAL ANALYSIS

None.

Prepared By: Jennifer Murphy, Recreation Manager

Reviewed By: Brian Gruner, Recreation & Special Events Director
Siobhan Foster, COO

ATTACHMENT(S)

Attachment 1 - Resolution 90-19-XX

Attachment 2 - Policy Improvement Synopsis

Attachment 3 - GRF Recreation and Special Events Department Policy and Procedures

Attachment 4 - Glossary and Mandatory Adherence

RESOLUTION 90-19-XX

Proposed Amendments to GRF Recreation and Special Events Department Policies and Procedures and Glossary and Mandatory Adherence

WHEREAS, the Golden Rain Foundation has established a Recreation and Special Events Department Policies and Procedures to streamline and reduce confusion regarding use of its facilities by residents;

WHEREAS, On September 13, 2018, the CAC formed an Ad-Hoc Committee comprised of Committee Members and Residents to review and recommend revisions to the GRF Recreation and Special Events Department Policies and Procedures;

WHEREAS, the emphasis of the review was on commercial activities conducted by Laguna Woods Village Clubs, Groups and Organizations;

WHEREAS, the Community Activities Committee recommends the amendments to the Recreation and Special Events Department Policies and Procedures with the insertion of the Glossary and Mandatory Adherence (attachment 1 and attachment 2); and,

NOW THEREFORE BE IT RESOLVED, February 5, 2019, that the Board of Directors of this Corporation hereby introduces the proposed amendments to GRF Recreation and Special Events Department Policies and Procedures and Glossary and Mandatory Adherence;

RESOLVED FURTHER, that Resolution 90-16-15 adopted December 16, 2016, Resolution 90-15-52 adopted October 6, 2015, Resolution 90-15-53 adopted October 6, 2015, Resolution 90-16-32 adopted August 2, 2016, and Resolution 90-16-42 adopted September 6, 2016, are hereby superseded and cancelled to the extent that they differ; and

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

February Initial Notification

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360

Golden Rain Foundation
Recreation and Special Events Department Policies and Procedures
Policy Improvement Synopsis Based on Policy Updated: 12/17/18

Clubs/Groups/Organizations

Section	Subsection	Page	Revision
A. General	4	9	The Club/Group/Organization may not represent any business or commercial interest or activity and sales of products and/or services are strictly prohibited unless permitted by the Recreation Department as a fundraiser.
	5	9	Caterers, entertainers, speakers, and instructors are permitted as service providers to the group, and they may provide business cards and contact information. No monetary transactions may take place within GRF's facilities with three exceptions: <ul style="list-style-type: none"> a. Entertainers, speakers, and instructors are allowed to sell the printed and/or recorded materials of their own creation during the event (for example, authors may sell their own books and entertainers may sell their audio/video recordings). b. An entrance fee may be charged to cover the costs associated with an event. c. Fundraiser activities (Page 10, Fundraisers).
	6	9	The Club/Group/Organization must be substantially supported by revenue from its members and from up to two Recreation Department authorized fundraisers per calendar year (Page 10, Fundraiser).
	7	9	The Club/Group/Organization must have a minimum of two Executive Club Officers. <ul style="list-style-type: none"> a. Which do not occupy the same residence.
	8	9	Executive Club Officers must be a Resident of Laguna Woods Village. <ul style="list-style-type: none"> a. One officer must be a resident owner.
	13	9	All forms of Club/Group/Organization publicity or advertising, unless more restrictively stated, must say "For Laguna Woods Village Residents and their guests only". Online publicity is permissible if the publicity is clear that the event is for Laguna Woods Village residents and their guests only. Outside businesses, entertainers, caterers or speakers may not advertise Laguna Woods Village events.

Section	Subsection	Page	Revision
B. Fundraisers	3	10	If fundraiser is for an outside organization the organization must be an IRS recognized non-profit organization such as 501(c) (3) qualified charitable non-profit organization. A taxpayer ID number and letter of acknowledgement from the non-profit organization is required.
	4	10	Club/group/organization may sell products, hold silent auctions, fashion shows or events as approved by the Recreation Department.
	5	10	Club/group/organization must complete a fundraiser agreement form (30) days prior to date of fundraiser event.
D. Flyers	7	11	Sponsor logo identification is not permitted on flyers.
	10	11	Use of "LW" or "LWV", either alone or in combination with other letters, is prohibited unless associated with club email or website address.
E. PAC Lobby Poster Area, Lobby Bulletin Board and CH 5 Glass Bulletin Board	3	12	Performing Arts Center Lobby posters must not be larger than 33 by 40 inches; Performing Arts Center bulletin boards have a 22 by 17 inch maximum; Clubhouse 5 bulletin boards have an 11 by 17 inch maximum.
	5	12	Performing Arts Center Lobby posters may be displayed a maximum of three months prior to the date of the event (or date of first event in a series).
	8	12	The Clubhouse 5 glass-enclosed bulletin board is for use by a Club/Group/Organization that has events scheduled in the Clubhouse 5 Main Lounge and may be posted 60 days prior to event.

Room Reservations

A. General	3	12	Reservations by individuals may only be booked for private or social gatherings.
	4	12	Rooms may not be used to conduct a business. Marketing or solicitation of third party products is strictly prohibited. Caterers and entertainers are permitted as service providers to the group, and they may provide business cards and contact information. No monetary transactions may take place within GRF's facilities.
	5	12	Individuals are prohibited from advertising events to the general public through media in general circulation outside of Laguna Woods Village.



Laguna Woods Village®

Golden Rain Foundation Recreation and Special Events Department Policies and Procedures

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GOLDEN RAIN FOUNDATION RECREATION DEPARTMENT POLICY

The Recreation and Special Events Department (Recreation Department) is responsible for the planning and execution of a comprehensive recreation program for all Laguna Woods Village Residents. The Recreation Department coordinates events and programs to ensure that Residents are provided with an enjoyable, diversified program. Access to Golden Rain Foundation (GRF) facilities is available for Residents. Specific facility and amenity operating rules may be found on the Laguna Woods Village website. Residents may request an exception to the policy via Recreation Committee Request Form. The Recreation Department may refer certain applications directly to the GRF Board. Should you have any questions or are in need of further information, please call 949-597-4273 or email recreation@vmsinc.org.

A. GRF AUTHORITY AND ENFORCEMENT

GRF is authorized to take disciplinary or suspension action against a Member found to be in violation of the Recreation Department Policy. The Board of Directors has the authority to impose monetary fines, suspend Member privileges and/or bring forth legal action. Member (be it via a Club/Group/Organization or Individual) is entirely responsible for ensuring that the rules, regulations and policies are followed. This includes any Co-occupant, Lessee or Guest.

ACCESS TO GRF RECREATION FACILITIES

A. RESIDENTS

1. Residents must be prepared to show their Laguna Woods Village ID card upon request. Inability to provide Laguna Woods Village ID card may result in denied access to facility or event.

B. GUESTS/OTHER

1. Guests must be accompanied by a Resident at all times.
2. Facilities may have age limitations which may be found in the operating rules for the respective facility.
3. Guests may not enroll in/attend Recreation Department coordinated classes, use any of the Clubhouse 4 Workshops (except as students during a Saddleback Emeritus class) or check-out materials from the Library.
4. Guests must pay all applicable guest fees in accordance with the GRF Fee list.
5. City Staff or City Council for City business and/or City events pay Resident rates, plus any additional costs for Technicians and others, in accordance with the GRF Fee list.
6. Guests must abide by age restrictions and guest limits that are identified for certain facilities:

Facility	Age Minimum	Guest Limit Per Resident
Billiards	12	N/A
Bocce	12	N/A
Bridge Room	10	2 at a time 4 total per day
Gymnasium	12	2
Golf Facilities	11	1 prime time 3 non-prime time
Tennis	6	1 prime time 3 non-prime time
Fitness Centers	16	2

Facility	Age Minimum	Guest Limit Per Resident
Equestrian Center and Horseshoes	10	N/A
Lawn Bowling	18	N/A
Paddle Tennis/Pickle Ball	6	1 court/3 guest
Shuffleboard	10	N/A
Pools	0-15 child 16+ adult	5
Hot Pools	16	5
Table Tennis	6	N/A

C. GATE CLEARANCE/COMMUNITY ACCESS FOR GUEST(S)

1. Complete the Gate Clearance Form at least four business days prior to the event.
2. List first name and last name of all non-resident guests (including catering staff, entertainers, speakers, etc.).
3. Groups containing six guests or less may be called in directly to Gate Clearance at 949-597-4301. Submit forms to community.access@vmsinc.org. Failure to submit form will result in denied entry for guests and/or a fine.

USE OF GRF RECREATION FACILITIES

A. ALL FACILITIES/GENERAL

1. Everyone must sign in at events/meetings or check in at the facilities: (i.e. Billiards or Drop-in lounges). Attendance sheets must be turned in to Clubhouse staff at the end of all events/meetings.
2. Facilities may not be used to conduct a business by individuals.
3. GRF Facilities are smoke free.
4. Use of Styrofoam products of any kind is prohibited.
5. Technical special effects must be approved by the facility Supervisor or Senior Technician.
6. Facility staff has the final authority to determine safe procedures, protect facilities and equipment and enforce policy; users must use/wear all required safety equipment and safety guards and operate the equipment in accordance with operator's manuals, manufacturer's instructions and recommendations and any other appropriate instructions.
7. Use of equipment by Residents is at the discretion of the facility staff and may require training prior to use; facilities and equipment must be used in a safe manner and in such a way as to not cause a hazard, damage or undue wear and tear.
8. Facility User must sign and/or provide required documents annually and/or as requested for the applicable facility (waivers, insurance information, reservation permits and agreements). Agreement, waivers and/or all other documents remain in effect until replaced.
9. Scheduled Club/Group/Organization tournaments and activities at the specifically designated facility take priority and club rules prevail as long as they are not in conflict with Recreation operating rules and regulations.
10. Everyone must follow proper rules of etiquette for each activity/sport.
11. Everyone must wear appropriate attire and appropriate footwear for each activity/sport.

12. No Resident may remove any furniture, equipment or supplies from any facility (including from one Clubhouse room to another, from pool deck to locker room, etc.).
13. Facility user must leave the facility and equipment in the same condition in which it was found. This includes properly bundling trash for disposal and reimbursing GRF for any extra materials and/or labor necessary to return the facility to its original condition.
14. In order to balance utilization and avoid over utilization of facilities, staff will impose time and frequency limits on rooms and equipment.
15. Facilities, ticket sales, posting of flyers, etc. are available on a first come first serve basis.
16. When there is a waiting list, the first Resident on the list will be contacted first; the Resident has three options:
 - a. to accept the opening
 - b. pass and retain his/her position on the list
 - c. pass and be removed from the list
17. Facility User shall not discriminate in any way against any person on the basis of race, age, color, religion, national origin, sexual orientation, gender, physical handicap, mental condition or marital status in connection with the activities of any Individual or Club/Group/Organization.
18. Facility User shall be solely responsible for all Individuals or Club/Group/Organization's statements, actions and/or failures to act. Facility User understands and agrees that GRF does not endorse, approve or authorize such conduct, and therefore expressly disclaims all responsibility and liability without exception.
19. Facility User agrees that GRF and Village Management Services, Inc. (VMS) staff and directors are not responsible for any program, activity or content thereof, which takes place during Facility Users use of GRF facilities. If the City of Laguna Woods requires a Special Event Permit relating to the use of this GRF facility, Facility User agrees to comply with City requirements. In the event that the City requires the Facility User to obtain insurance in order to obtain a Special Event Permit from the City, Facility User shall name GRF and VMS, and Staff, and Directors, as additional insureds. If requested, Facility User agrees to provide GRF a copy of the policy or a specific endorsement that shows this coverage.
20. Tours, filming and/or photography in any recreation facility for commercial purposes must be approved in advance through the Marketing and Communications Division.

21. No user of GRF facilities shall act in any of the following manners and no GRF facility shall be used for any of the following purposes:
 - a. In any manner that constitutes a violation of GRF rules;
 - b. In any manner that interferes with the rights of other GRF members and/or users of GRF facilities;
 - c. In any manner that constitutes a nuisance;
 - d. In any manner that constitutes an indecent act;
 - e. In any manner that constitutes an illegal act; or
 - f. In any manner inconsistent with the stated purpose of the rental agreement.
22. Facility User will not violate any local, state or federal law and will be solely responsible for all violations of local, state and/or federal laws. GRF is authorized to investigate any claim that any local, state or federal law has been or is being violated. Neither GRF, their Directors, Officers nor Staff shall be liable, at law or in equity, as a result of an Individual or Club/Group/Organization's failure to comply with this rule. GRF is authorized to cooperate with all government authorities relating to alleged violations of local, state and/or federal laws; and in the event that GRF determines, in its sole discretion, that the Facility User has violated any local, state and/or federal law, GRF may immediately, without further notice, terminate the GRF permit and the Facility User shall thereupon immediately cease all activities under the permit.

B. GAMES OF CHANCE/OPPORTUNITY DRAWINGS

1. Games of chance or opportunity drawings are permitted only in accordance with applicable local, state and federal laws.

C. GATHERING SIGNATURES FOR PETITIONS AND/OR INITIATIVES AND/OR ELECTION CAMPAIGNS

1. Gathering signatures for petitions and/or initiatives is permitted under the following criteria:
 - a. The petition must remain in the possession of the signature gatherer.
 - b. The signature gatherer must be outside of the GRF facility and not interfere with ingress or egress of the facility.
 - c. The signature gatherer may not disturb or interrupt any program or activity.
 - d. When invited by a club, the signature gatherer must remain in the specified room.
2. The use of tables, chairs or other furniture is prohibited.

D. CONTINUING EDUCATION PROGRAM

1. Emeritus Program
 - a. GRF provides the facilities at no cost.
 - b. Classes may be held in all Clubhouses except Clubhouse 2, Clubhouse 6, Clubhouse 7, Pool 2, the Computer Learning Centers, the Community Fitness Center, the Village Greens Facility and the Performing Arts Center unless the class is related to performing arts and is approved by the Recreation Department.
 - c. The Recreation Department works with Saddleback College to facilitate the Emeritus Program.
 - d. Non-resident students must use a Saddleback pass to attend classes in which they are registered; students may arrive at the facility no more than 15 minutes prior to the scheduled start time for the class; students must leave the facility immediately after the scheduled end time for the emeritus class.
 - e. A parking pass is required if the student is driving into the Community; parking passes may be purchased a week prior to the first week of classes.
 - f. All participants must sign-in or check-in at the facility and the GRF sign-in sheets must be turned into Clubhouse staff at the end of class.
 - g. All participants must sign the general liability and photo release form and is bound to adhere to all community rules.
2. Recreation Department-Coordinated Classes
 - a. Class punch cards are only refundable if they were purchased within the past 12 months and never punched.
 - b. No refunds will be made after the first class for classes without punch cards.

CLUBS/GROUPS/ORGANIZATIONS

A. GENERAL

1. Residents requesting to form a Club/Group/Organization must first submit a request form to Recreation staff stating the purpose and/or objective of the proposed Club/Group/Organization and the full names, signature, address and telephone number of 20 Residents requesting membership in the new Club/Group/Organization.
2. Compliance with the Rules, Policies and Procedures of GRF, including the Guest Policy, must be a condition for membership in the Club/Group/Organization.

3. The Club/Group/Organization must be organized for educational, social, cultural, recreational or other non-profit purposes. All GRF Policies supersede any written rules or governing documents of Clubs/Groups/Organizations not directly in compliance with GRF Policy.
4. The Club/Group/Organization may not represent any business or commercial interest or activity and sales of products and/or services are strictly prohibited unless permitted by the Recreation Department as a fundraiser.
5. Caterers, entertainers, speakers and instructors are permitted as service providers to the group, and they may provide business cards and contact information. No monetary transactions may take place within GRF's facilities with three exceptions:
 - a. Entertainers, speakers and instructors are allowed to sell the printed and/or recorded materials of their own creation during the event (for example, authors may sell their own books and entertainers may sell their audio/video recordings).
 - b. An entrance fee may be charged to cover the costs associated with an event.
 - c. Fundraising activities (Page 10, Fundraiser).
6. The Club/Group/Organization must be substantially supported by revenue from its members and from up to two Recreation Department authorized fundraisers per calendar year (Page 10, Fundraiser).
7. The Club/Group/Organization must have a minimum of two Executive Club Officers.
 - a. Which do not occupy the same residence.
8. Executive Club Officers must be a Resident of Laguna Woods Village.
 - a. One officer must be a Resident owner.
9. The Club/Group/Organization must have a minimum membership of 90 percent Laguna Woods Village Residents.
10. Non-residents may participate as "guests" and must be accompanied by a Resident.
11. Non-resident members may not invite their own "guests".
12. A current membership roster and updated contact information must be submitted to the Recreation Department annually by March 31.
13. All forms of Club/Group/Organization publicity or advertising, unless more restrictively stated, must say "For Laguna Woods Village Residents and their guests only". Online publicity is permissible if the publicity is clear that the event is for

- Laguna Woods Village Residents and their guests only. Outside businesses, entertainers, caterers or speakers may not advertise Laguna Woods Village events.
14. Although GRF recognized Clubs/Groups/Organizations are afforded promotional privileges by GRF, such organizations are entirely independent and therefore GRF assumes no liability for their acts.
 15. The Recreation Department reserves the right to obtain financial information from any Laguna Woods Village club.

B. FUNDRAISER

1. Up to two GRF authorized fundraisers, per calendar year, are permitted for a Club/Group/Organization.
2. Must be a GRF recognized Club/Group/Organization hosting the event.
3. If fundraiser is for an outside organization the organization must be an IRS recognized non-profit organization such as 501(c) (3) qualified charitable non-profit organization. A taxpayer ID number and letter of acknowledgement from the non-profit organization is required.
4. Club/group/organization may sell products, hold silent auctions, fashion shows or events as approved by the Recreation Department.
5. Club/group/organization must complete a fundraiser agreement form (30) days prior to date of fundraiser event.

C. ROOM RESERVATIONS

1. For general procedures see Page 12, Room Reservations Recreation Department Policy.
2. Only executive Club Officers of a Club/Group/Organization may check availability or make/change/cancel reservations on behalf of the Club/Group/Organization.
3. A Laguna Woods Village Club/Group/Organization may submit a request for a rollover reservation subject to:
 - a. The rollover must have a minimum of four identical reservations during the calendar year; all dates in the series must be for the same day of the month/week (such as first Tuesday, every Tuesday, etc.), at the same time and duration, and in the same room; no modifications (date, time, duration, location, etc.) are permitted.
 - b. Cancellations are permitted but requestor must retain at least four reservations (if less than four, permanent reservation status will be forfeited for the next year).

- c. Any new rollover reservation request or change to an existing rollover reservation for the following year must be received by March 15.
- d. Rollover reservations are mailed out for review on August 1 and payment/signed rental agreement are due by September 15.
- e. No refunds, credit or transfer of fees will be honored after a payment and signed rental agreement is received by the Recreation Department.
- f. Requestor may not have more than one Saturday night per month in a Main Lounge; no more than two Saturday nights may be held down as rollover reservations in any Main Lounge.
- g. Rollover reservations are not permitted in the Village Greens Facility.
- h. Lottery requests for religious holiday events take priority over Club/Group/Organization rollovers and lottery requests.

D. FLYERS

- 1. All flyers must be stamped in advance by the Recreation Department.
- 2. GRF does not endorse any event/trip/product/service advertised on flyers.
- 3. Flyers are only permitted in designated locations and are subject to space availability.
- 4. If flyer is in a foreign language, an exact English translation must be provided on the back side.
- 5. Only two flyers per Club/Group/Organization are allowed at any one time.
- 6. Flyer size is 8 ½ by 11 inches only.
- 7. Sponsor logo identification is not permitted on flyers.
- 8. Flyers must be for an event within Laguna Woods Village or a trip coordinated by a Club/Group/Organization; general information flyers are prohibited.
- 9. Flyers must contain the date of the event, name and contact information (Resident phone number or email) of the Club Representative.
- 10. Use of “LW” or “LWV”, either alone or in combination with other letters, is prohibited unless associated with club email or website address.
- 11. Flyers may be submitted no more than three days prior to when they are posted.
- 12. Flyers may not be posted more than 60 days prior to the earliest date on the flyer; multiple dates may not be displayed longer than 30 days following the earliest date; thereafter, flyers must be resubmitted with revised dates.
- 13. Flyers must be submitted the Recreation Department; Club/Group/Organization may not directly post flyers on the flyer racks.
- 14. Flyers not approved by the Recreation Department will be removed and discarded.
- 15. Flyers, unless more restrictively stated, must contain the phrase “For Laguna Woods Village Residents and their guests only”.

E. PERFORMING ARTS CENTER LOBBY POSTER AREA, PERFORMING ARTS CENTER LOBBY BULLETIN BOARD AND CLUBHOUSE 5 GLASS ENCLOSED BULLETIN BOARD

1. All posters must be stamped in advance by the Recreation Department.
2. Displaying posters is subject to space availability.
3. Performing Arts Center Lobby posters must not be larger than 33 by 40 inches; Performing Arts Center bulletin boards have a 22 by 17 inch maximum; Clubhouse 5 bulletin boards have an 11 by 17 inch maximum.
4. Posters are not allowed to be adorned with lights.
5. Performing Arts Center Lobby posters may be displayed a maximum of three months prior to the date of the event (or date of first event in a series).
6. The Performing Arts Center Lobby poster area is for Box Office events.
7. The Performing Arts Center Lobby bulletin board is for use by GRF or a Club/Group/Organization that schedules an event in the Performing Arts Center Auditorium on a regular basis but does not distribute tickets through the Performing Arts Center Box Office.
8. The Clubhouse 5 glass-enclosed bulletin board is for use by a Club/Group/Organization that has events scheduled in the Clubhouse 5 Main Lounge and may be posted 60 days prior to event.
9. Posters not approved by the Recreation Department will be removed.

ROOM RESERVATIONS

A. GENERAL

1. Requestor must be a Laguna Woods Village Resident and be prepared to show Laguna Woods Village ID card upon request in order to check availability or make/change/cancel reservation (with the exception of memorials).
2. Requestor must submit a facility application form prior to making payment for a room reservation.
3. Reservations by individuals may only be booked for private or social gatherings.
4. Rooms may not be used to conduct a business. Marketing or solicitation of third party products is strictly prohibited. Caterers and entertainers are permitted as service providers to the group, and they may provide business cards and contact information. No monetary transactions may take place within GRF's facilities.
5. Individuals are prohibited from advertising events to the general public through media in general circulation outside of Laguna Woods Village. Staff works to assure that Clubs/Groups/Organizations and Individuals are placed in the appropriate sized rooms for their event. Set minimum occupancy limits will be enforced.

6. Clubhouse rooms may be reserved between 8:00 a.m. and 10:00 p.m. seven days per week, except for New Year's Eve which may be reserved until 1:00 a.m. Extended hours, up to midnight, may be scheduled with the facility supervisor three weeks in advance for Clubhouses 2 and Clubhouse 7; additional fees will apply for extended hours per GRF Fee list.
7. Reservations must be for a two hour minimum room rental or four hour minimum rental for the large ballrooms and main lounges. One hour reservations may be made on a case by case basis with the approval of the facility supervisor; reservations for one hour may not request a room set-up.
8. Length of reservation must include set up/decoration, caterer preparation and clean up time.
9. The GRF Pricing Policies contain two rates: Resident rate and Exception rate; (refer to the GRF Fee list).
 - a. Resident rate applies to:
 - i. All Laguna Woods Village Residents.
 - ii. Weddings and wedding receptions involving Residents, their siblings, children, parents and grandchildren.
 - iii. Private Resident events such as birthdays, memorials and/or anniversary parties.
 - b. Exception rate applies to:
 - i. Any non-Laguna Woods Village organization or group for which a Resident makes a reservation.
 - ii. All weddings and/or wedding receptions between non-residents.
 - iii. All Club/Group/Organization reservations which have over 50 percent non-residents in attendance and are charging admittance or accepting donations, Club/Group/Organization approved fundraisers are exempt.
10. It is prohibited to use any room/facility for anything but the stated purpose.
11. Reservations may be canceled or moved, as necessary, to accommodate government elections, GRF and Mutual meetings, facility renovations, GRF approved requests, Recreation coordinated community-wide events, etc. The Performing Arts Center Rehearsal Room reservations may be canceled or moved if the Auditorium is booked.
12. Every reservation must submit a Facility Check Out form to the Clubhouse staff at the conclusion of the event indicating the number of Residents and non-residents.
13. Cancellation of a paid reservation requires at least 14 days' notice to the Recreation Department to qualify for a full refund.
14. Refunds will be credited to the requestor's credit card or via check, by request.

15. “No shows” and cancelations less than 14 days of the reservation date will result in the complete forfeiture of the room reservation fees.
16. Bounce houses, tents, party rental equipment, mobile catering/salon trucks, outside caterers, etc. must be cleared by the Insurance Coordinator 60 days in advance (call 949-597-4202 for more information) and may require a permit by the City of Laguna Woods.

B. TYPES OF RESERVATIONS

1. Permanent/Rollover
 - a. Only a Laguna Woods Village Club/Group/Organization may submit a request for a rollover reservation; individuals may not hold rollover reservations.
 - b. For Clubs/Groups/Organizations rollover reservation information, see Page 10.
2. Lottery
 - a. Requests for religious holiday events take priority over Club/Group/Organization rollovers and lottery requests. Holiday must be named on lottery card.
 - b. Only one card is permitted per event; duplicate cards will result in all cards for that event being moved to the end of the requests.
 - c. An Individual or Club/Group/Organization may submit up to four lottery cards each year.
 - d. Lottery cards may be submitted between May 15 and June 15 for one-time special events for the upcoming year.
3. One time/Walk-In
 - a. One time reservations must be made at least two weeks in advance (except memorials); reservations made less than two weeks in advance must be approved by the facility supervisor where the reservation is being requested.
 - b. Walk-in reservations open on August 1 for the upcoming year.

C. SET UP AND CLEANUP OF ROOM RESERVATIONS

1. Room set up specifications for furniture and equipment (such as projectors, pianos, etc.) must be made with the facility staff a minimum of seven days prior to the reservation date.
2. Residents must make a request for technical services at least two weeks in advance of the reservation date. Notice to Senior Technician must be provided two weeks in advance for cancelations; failure to notify Senior Technician of a cancelation within two weeks of the event will result in a two hour minimum fee (refer to the GRF Fee list).

3. Clubhouse 5 requires Technicians for events that include: projector, sound, lighting, three or more microphones and/or access to the sound booth.
4. Performing Arts Center Auditorium and Clubhouse 5 sound and lighting equipment may only be operated by Recreation Department Technicians. The Senior Technician may be reached at 949-268-2553.
5. The facility must be cleaned and returned to the exact condition in which it was accepted.
6. All clean-up must be accomplished by the end of the event. At the end of the clean-up period, the Facility User is responsible for inspecting the premises with a staff member and signing off on the Facility Check Out form. If the Facility User fails to sign the Facility Check Out form or fails to accomplish facility clean-up by permit end time, GRF reserves the right to reject any future applications. A clean-up fee may be charged for inadequate clean-up (refer to the GRF Fee list).
7. Facility User is responsible for the following:
 - a. Bundling all trash and placing in the designated location as specified by staff
 - b. All equipment used
 - c. All table tops and chairs used
 - d. Any soiled or dampened floor or carpet areas
8. For kitchen approval, Facility User is responsible for cleaning the following:
 - a. Clean all dishes, trays, coffee servers, etc., and stack them in their proper place in the pantry. Glassware and silverware must be towel dried but dishes do not require towel drying.
 - b. Wipe off, with a damp cloth, all tables used for eating and serving.
 - c. Thoroughly clean all large coffee urns and baskets.
 - d. Check with the staff regarding proper clean up instructions for grills, broilers and fryers.
 - e. Clean the areas around grills, broilers and fryers even if you do not use the equipment.
 - f. Check the inside of the oven door and the stove top. If you use this equipment you must clean up any food splatters.
 - g. Clean the refrigerator if used.
 - h. Wipe off all sinks, counters and cutting boards (on top as well as shelf underneath).
 - i. Clean the barbecue if used.
9. All equipment, supplies, personal articles, displays, etc., must be removed prior to check-out and sign-off of Facility Check-Out Form. All items left at the facility will be discarded.

10. The Facility User is responsible for payment of any costs incurred by GRF due to damage of the facility, amenities or equipment resulting from Facility Users reservation/use of the facility, amenity or equipment.

D. FOOD

1. Facility User must bring their own food, have food dropped off or use a caterer from the Recreation Department approved list (to obtain call 949-597-4227 or email recreation@vmsinc.org).
2. A \$25 for small kitchen/barbecue or \$50 for commercial kitchen fee will be charged when the oven, stove, silverware/plates or dishwasher are used; there is no charge to use the microwave and refrigerator.
3. No outside food or beverage is permitted at the Village Greens Facility (events must be catered by the 19 Restaurant & Lounge who may be reached at 949-206-1525).

E. CATERERS

1. The Recreation Department has complete authority in scheduling times for the caterer to arrive at the appropriate facilities to prepare food.
2. A caterer cannot enter any Clubhouse facility without a Recreation staff member on the premises.
3. Storage of food is permitted only during the reservation period; additional time must be requested in advance and approved by the facility Supervisor and may not exceed 24 hours; if approved, GRF holds no liability for food left unattended.
4. Caterer must pay caterer's fee in accordance with the GRF Fee list.

F. ALCOHOL

1. The Facility User may bring in their own alcohol only when not charging for drinks.
2. A reservation of over 100 people with alcohol requires a GRF Bartender to be hired, unless otherwise approved by the Recreation Department.
3. GRF Bartenders can be arranged by calling 949-597-4381 at least three weeks prior to the event.
4. No outside alcohol is permitted at the Village Greens Facility.
5. GRF Bartenders have the right to deny service.

Recreation Department Policy

All Golden Rain Foundation (GRF) Policies supersede any written rules or governing documents of Clubs/Groups/Organizations not directly in compliance with GRF Policy.

Glossary-Definition of Terms and Hyperlinks

MANDATORY ADHERENCE – SEE PAGE TWO. INSURANCE, FACILITY CHECK-OUT FORM AND FOOD

Facility User: Appears pages 8- 10 of 19, #s 8, 13, 17, 18, 19 The Facility User is responsible for payment of any costs incurred by GRF due to damage of the facility, amenities or equipment resulting from Facility Users reservation/use of the facility, amenity or equipment. For further GRF Recreation Department Policy Authority and Enforcement information refer to Page 3.

Individual: A person. See p 10, #22, l 5; p 12, #3.

Member – Owner of Third Laguna Hills Mutual (TLHM) or Mutual 50 (The Towers) Condo or Shareholder of Cooperative (United) who has ultimate responsibility of all liability, damages, costs incurred by themselves, their residents, sub-lessees [United, if applicable] who do not pay outstanding balances incurred: e.g., skip out, neglect to clean-up after event, etc. regarding themselves, their guests, vendors, entertainers, caterers hired for the event.

Requestor: Person making the request. Example: Member, Resident, Non-Member. See p 12, A #1.

Resident: Person residing in Laguna Woods Village. Check to make sure they will still be a resident on the date of event.

Resident owner: Member who is an owner, living in Laguna Woods Village. One Officer must be a Resident owner. See p 9, #8.a.

Non-Member: Person residing outside of Laguna Woods Village.

Non-Resident: Person residing outside of Laguna Woods Village.

Mandatory Adherence:

Community.access@vmsinc.org Email address to Submit Forms re: Gate Clearance/Community Access for Guests. Complete form four business days prior to the event. List first name and last name of all non-resident guests (including catering staff, entertainers, speakers, etc.) Groups containing six guests or less may be called in directly to Gate Clearance at 949-597-4301.

VMS Property Manager's Insurance Coordinator requires 60 days advance clearance for bounce houses, tents, party rental equipment, mobile catering/salon trucks, outside caterers. Call 949-597-4202 for more information. Contact the City of Laguna Woods directly as a permit may be required by the City.

Facility Check Out form must be submitted to Clubhouse staff at the conclusion of the reserved event indicating the number of Residents and non-residents.

FOOD: No outside food or beverage is permitted at the Village Greens Facility (events must be catered by the 19 Restaurant & Lounge who may be reached at 949-206-1525).

Financial Report

As of December 31, 2018

INCOME STATEMENT

ACTUAL
(in Thousands)

TOTAL REVENUE

\$43,327

TOTAL EXPENSE

\$42,489

Revenue over Expense

\$838

Financial Report

As of December 31, 2018

FUNDS INCOME STATEMENT	OPERATING	FUNDS	TOTAL (in Thousands)
Assessment Revenue	\$27,291	\$3,057	\$30,348
Non-assessment Revenue	\$8,845	\$4,134	\$12,979
Total Revenue	\$36,136	\$7,191	\$43,327
Total Expense	\$41,816	\$673	\$42,489
Net Revenue/(Expense)	(\$5,680)	\$6,518	\$838
w/o Depreciation	(\$788)		

Financial Report

As of December 31, 2018

GRF was worse than budget by (\$1.6M):

- **Outside Services**
- **Trust Facilities Fee**
- **Legal Fees**
- **Clubhouse Rentals & Event Fees**
- **Cable Programming/Copyright and Franchise Fees**

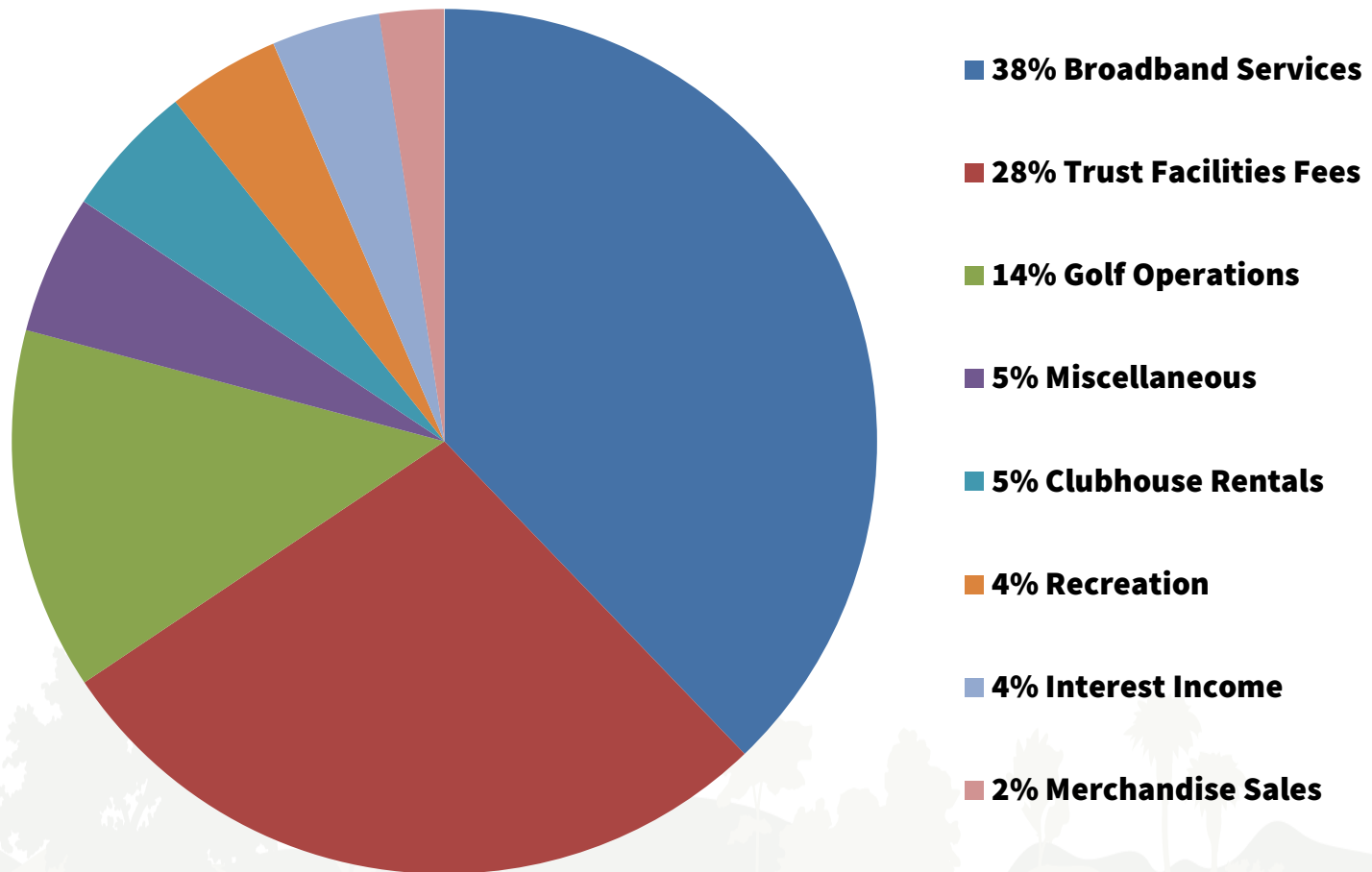
Some offsetting favorable variances included:

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

Financial Report

As of December 31, 2018

Total Non Assessment Revenues \$12,978,898

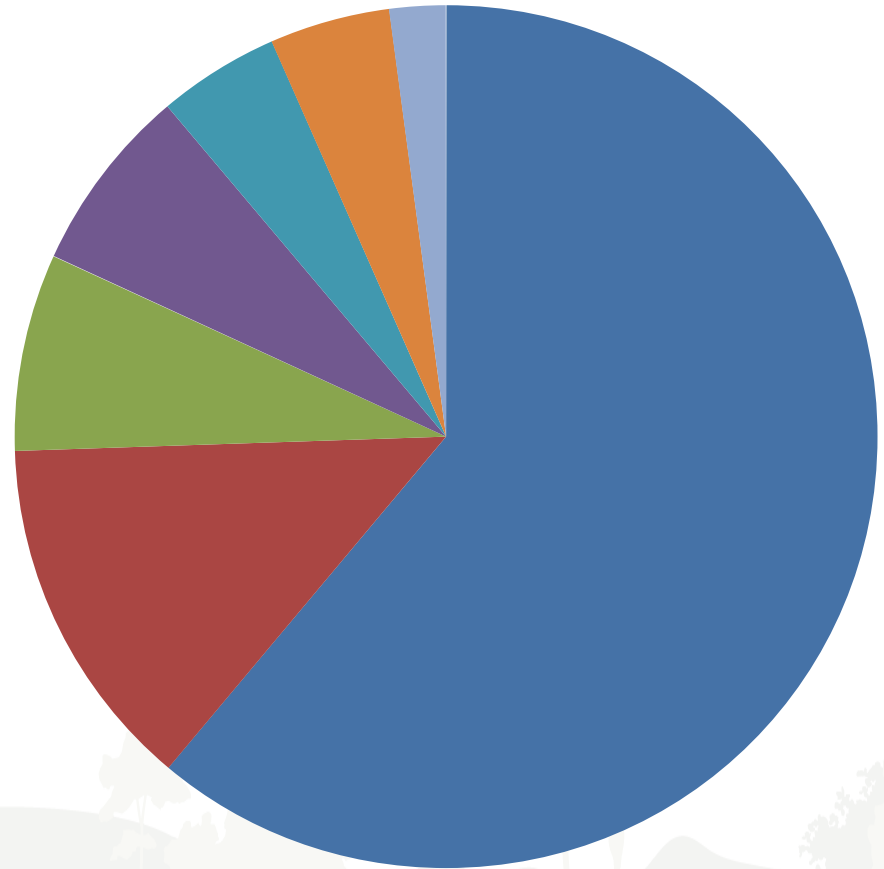


Financial Report

As of December 31, 2018

Total Expenses \$37,596,432 excluding depreciation

- **62% Employee Compensation & Related**
- **13% Cable/Franchise/Copyright**
- **7% Utilities, Fuel & Oil**
- **7% Insurance, Professional & Legal**
- **5% Outside Services**
- **4% Materials & Supplies**
- **2% Repairs & Maintenance**



Financial Report

As of December 31, 2018

FUND BALANCES (in Thousands)

	ENDING BALANCES	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment	\$5,142	\$1,494	\$3,648
Facilities	13,377	3,592	9,785
Contingency	472	8	464
Trust Facilities Fee	9,195	0	9,195
TOTAL	\$28,186	\$5,094	\$23,092

Financial Report

As of December 31, 2018

FUND ENCUMBRANCES (in Thousands)

	TOTAL APPROPRIATIONS	INCURRED TO DATE	REMAINING ENCUMBRANCE
Equipment	\$8,669	\$5,365	\$3,094
Facilities	13,136	6,002	6,441
Contingency	709	465	193
Trust Facilities Fee	0	0	0
TOTAL	\$22,514	\$11,832	\$9,728

Statement of Revenue & Expense Variance Report as of December 31, 2018

REVENUE

- **Trust Facilities Fee Line 4** – (\$534K) 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 volume of resales is 21% lower than 2017 and 13% lower than budgeted.
- **Clubhouse Rentals and Event Fees Line 8** – (\$363K) 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 in 2019.
- **Broadband Services Line 11** – \$521K 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** – \$317K Favorable variance due to higher investment balances.

EXPENSE

- **Utilities Line 21** – (\$140K) Unfavorable variance due to increased water costs; consumption was running 17% higher than forecasted, in part due to low rainfall which is down 50% over a 3-year average. Electricity was also over budget due to higher seasonal rates and the Telephone line item incurred unbudgeted charges for in-field data collection devices (tablets).
- **Legal Fees Line 23** – (\$489K) 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 24** – \$149K 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 26** – (\$553K) 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.
- **Income Taxes Line 30** – \$152K Favorable variance; no estimated payments required in 2018.
- **Cable Programming/Copyright/Franchise Line 33** – (\$235K) Unfavorable variance from increased programming fees on certain contract renewals. Further, additional broadband revenue generates higher quarterly franchise fees that are recorded here.
- **(Gain)/Loss on Sales or Trade Line 37** – (\$218K) Unfavorable variance is due to few warehouse sales to date; two obsolete buses sold at auction resulted in a write off.

OPEN MEETING

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

Thursday, January 10, 2019 – 1:30 p.m.
Board Room

MEMBERS PRESENT: Annette Sabol Soule-Chair, Beth Perak, Ryna Rothberg, Juanita Skillman, Joan Milliman, Cush Bhada, Andre Torng, Leon St. Hilaire, Shaun Tumpane

MEMBERS ABSENT: Diane Phelps, Sue Margolis, Steve Parsons

OTHERS PRESENT: Dick Palmer, Maxine McIntosh, Maggie Blackwell and Dick Rader were present in audience

STAFF PRESENT: Brian Gruner, Jennifer Murphy, Jackie Kupfert, Tom McCray, Sean Cincotta, Siobhan Foster, Eileen Paulin

Call to Order

Chair Sabol Soule called the meeting to order at 1:34 p.m.

Acknowledgement of Media

There was no press present.

Approval of Agenda

A motion was made to add verbiage on #11 to read, “and Glossary and Mandatory Adherence”; to change #17 to Review of CAC Charter; renumber in accordance to #17 addition.

The motion carried unanimously.

Approval of Committee Report for November 8, 2018

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

Chair’s Remarks

Chair Sabol Soule is delighted to be here and welcomes the full house. Responses to emails will be conducted Monday-Friday only. Emergency email responses will be handled as they occur.

Report of the Recreation and Special Events Director

Mr. Gruner wished everyone a Happy New Year. Recreation was very active beginning with Veteran's Day hosting Col. Patrick Byrne as a guest speaker. The monthly dinners for January are sold out. Recreation will be introducing a Parisian dinner to replace the steak dinner in January with upscale dinner events to come. The Performing Arts Center hosted James Darren on New Year's

Eve and introduced the Celebrity Series for 2019 which includes such performers as the Nelson twins and the Flamingos. The Holiday Festival was on December 2 and included the Spark of Love toy drive for the fire department. The Christmas Buffet hosted at Clubhouse 5 was well attended. Clubhouse 5 also hosted a well-attended New Year's Eve party with entertainment by Soulicious.

Facility enhancements include Clubhouse 1 testing of structural integrity and potential presence of asbestos in order to proceed with enhancements. Clubhouse 4 had OSHA compliance issues that have been corrected with the paint booth ventilation as the last to be addressed. Pool 5 is being replastered with estimated completion by end of January to early February. All pools will receive new pool furniture in 2019. The Garden Centers will have a common area introduced as plans are being finalized. All chairs at the clubhouses will be replaced. The Library received new lounge chairs.

Operational improvements include a survey conducted in conjunction with Saddleback Emeritus to better improve class needs was mailed to all residents. 500 completed surveys have been received thus far. Staff will be attending the CPRS mini-conference at the Laguna Hills Community Center on January 24. The staff manual is being reviewed for improvements.

Ms. Murphy reported that our bus excursion is full for the Hilbert Museum and the Stressless Mindfulness Meditation class is also full. The Lunar New Year celebration at the Performing Arts Center will be on Sunday, Jan 27 and is almost sold out. This event will also host a multicultural fair (11am-2pm) in addition to the evening performance which begins at 6:30 p.m. Monthly dinners are currently taking place in January. Recreation may host a Mardi Gras dinner and a new caterer may be added to the caterer list. Valentine's Day Dinner Dance will be hosted at Clubhouse 1 with Close Harmony entertaining us for \$35 (includes dinner, entertainment, beer and wine). Paint class with Penni Rubin will be hosted January 18 in the Clubhouse 6 Multipurpose Room. Cost is \$96 per person. Paint and Pour will be hosted on February 7 at Clubhouse 1. This event has sold out as well. Timeless Melodies will be at Clubhouse 2 and will feature the music of Richard Rodgers. This will be a two-part series: February 5 will feature Early Broadway and March 5 will feature Rogers and Hammerstein compilations.

Mr. McCray reported that golf is a bit quieter as the days are shorter. The range shack at the driving range is nearly complete and will assist with better customer service. Mr. McCray is meeting next week to discuss the scope of driving range landscaping improvements. A shoe fitting day by FootJoy will be hosted soon. A Nine and Wine event will be hosted one Thursday each month at the Par 3 course to encourage usage; appetizers will be provided. Short game and driving clinics will also be hosted. Pickleball and paddle tennis are coming along nicely: court primer has been applied, but five solid days of no rain will be needed to complete the court surface. The courts are scheduled to be open the first part of February. A tennis post broke due to rust and will be repaired tomorrow.

Mr. Cincotta reported the course is doing very well despite the high heat we had over the summer. An irrigation problem has been addressed. Mr. Cincotta thanked CAC and GRF for all the support his staff receives. The maintenance office building will be updated in 2019.

MEMBER COMMENTS (Items Not on the Agenda)

Members spoke on the following topics: Equestrian riding trail safety while crossing roads, physically active clubs given priority on room reservations with wood flooring which would minimize

activity on concrete flooring, staff conducting a survey to assess cost of a shade covering for pool 5, inquiry about the closure of Clubhouse 1 Main Lounge on New Year's Day, club rentals of transportation to take residents to club events, the absence of a hearing loop in Clubhouse 6 and the Clubhouse 4 sewing room inefficiencies for hosting the general election.

Chair Sabol Soule directed staff to review the equestrian trail options. Chair Sabol Soule inquired to number of line dancing reservations on a concrete floor. Mr. Gruner stated the club currently meets 15 times at the Performing Arts Center and staff is trying to find time/space accommodation. Director Milliman directed staff to pursue a sun shade option for pool 5. Mr. Gruner will reconsider keeping the Clubhouse 1 Main Lounge open on New Year's Day. Chair Sabol Soule requested staff to inquire about a hearing loop in the Board Room. Director Perak stated we may be able to revisit the usage of vans for clubs, but not available at this time. Director Skillman stated Recreation will be working with the Registrar of Voters to improve future elections.

CONSENT

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

REPORTS

Proposed Amendments to GRF Recreation and Special Events Department Policies and Procedures and Glossary and Mandatory Adherence – Ms. Murphy recommended the approval of the proposed amendments to the GRF Recreation and Special Events Department Policies and Procedures.

A motion was made to approve amendments to GRF Recreation and Special Events Department Policies and Procedures with insertion of Glossary and Mandatory Adherence.

Discussion ensued.

The motion carried unanimously.

Hearing Well Expo – Mr. Gruner stated the staff recommendation to deny the Hearing Well Club request to advertise to outside communities for the May 11, 2019 Hearing Well Expo at Clubhouse 7.

A motion was made to deny the Hearing Well Club request to advertise to outside communities for the May 11, 2019 Hearing Well Expo at Clubhouse 7.

Discussion ensued.

The motion carried unanimously.

ITEMS FOR DISCUSSION AND CONSIDERATION

Drop-In Lounge TV - Mr. Gruner stated the removal of the Drop-In Lounge TV due to altercations between residents.

Staff was directed to review options for television usage.

New Name for Clubhouse 4 – Mr. Gruner stated Clubhouse 4 may need to be renamed to better reflect current clubhouse activities.

Staff was directed to conduct a survey.

Comprehensive Staff Training Day – Mr. Gruner stated his interest in a comprehensive staff training day that would require the closure of one clubhouse for a portion of one day.

Staff was directed to choose a date and resubmit to CAC as a staff report.

Increase of Tree Plot Fees - Mr. Gruner stated tree plot rates at the Garden Centers may need to be increased due to large tree maintenance needed (for those that need maintenance only).

Staff was directed to produce a staff report to present at next CAC meeting.

Review of the CAC Charter – Chair Sabol Soule requested the CAC review the CAC Charter provided on the dais.

Staff was directed to make noted changes.

ITEMS FOR FUTURE AGENDAS

Drop-In Lounge TV
New Name for Clubhouse 4
Comprehensive Staff Training Day
Increase of Tree Plot Fees
Shade Sails for Clubhouse 5 Pool

CONCLUDING BUSINESS

Committee Member Comments

Director Bhada stated Recreation staff does a great job.
Director Milliman stated Recreation keeps meeting positive.
Director Perak stated excellent meeting and congratulated Chair Sabol Soule on her first meeting. She also congratulated those on the Ad-Hoc Committee for their hard work on the policies.
Director Skillman stated the Library will have their annual book/dvd sale on Saturday, March 9.
Director Tornig thanked staff for their work.
Director Rothberg enjoys Mr. Cincotta's reports.
Advisor St. Hilaire thanked staff for improved events.
Advisor Tumpene thanked Mr. Gruner for meeting with him prior to the meeting.
Chair Sabol Soule thanked the Ad-Hoc Committee for their hard work on the policies. Chair Sabol Soule thanked staff for all the assistance and appreciates the improved events.

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, March 14, 2019.

Adjournment

There being no further business, the Chair adjourned the meeting at 4:20 p.m.


Annette Sabol Soule, Chair



OPEN MEETING

REPORT FOR REGULAR MEETING OF THE VILLAGE ENERGY TASK FORCE

**Wednesday, January 9, 2019 - 9:00 A.M.
Laguna Woods Village Community Willow Room
24351 El Toro Road**

MEMBERS PRESENT: Carl Randazzo - Vice Chair, Dick Palmer, Pat English (in for Bert Moldow) John Frankel, Cush Bhada, Sue Margolis, Advisors: Sue Stephens, Steve Leonard

MEMBER ABSENT: Bert Moldow - Chair

OTHERS PRESENT: Doug Rook, Kathryn Freshley, Gary Morrison

STAFF PRESENT: Ernesto Munoz - Staff Officer, Laurie Chavarria

1. Call to Order

Vice Chair Randazzo called the meeting to order at 9:01 AM.

2. Acknowledgment of Media

Vice Chair Randazzo noted no members of the media were present.

3. Approval of the Agenda

The Project Log was pulled for discussion. The agenda was approved as amended.

4. Approval of Meeting Report for November 7, 2018

Advisor Sue Stephens and Director Jon Pearlstone were in attendance at the November meeting and the minutes will be amended to reflect their presence.

The Meeting Report of November 7, 2018, was approved as amended.

5. Chairman's Remarks

Vice Chair Randazzo commented on Chair Moldow's health and stated that he is on the mend.

6. Member Comments (*Items Not on the Agenda*)

There were no member comments.

7. Department Head Update

Staff Officer Ernesto Munoz provided an update on the Street Light Acquisition project, the LED fixture pilot program, and the Third M&C direction regarding the pilot. Mr. Munoz also discussed the Ice Bear Technology proposals from Ice Energy.

Discussion ensued regarding the basis for the recommendation on the LED lighting options, the possibility of additional pilots; and the American Medical Association's (AMA) concerns over the use of higher Kelvins for street lighting. The areas where the use of Ice Bear technology may be appropriate were also discussed.

By consensus, staff was directed to send the proposals from Ice Energy via email to the Task Force.

Consent:

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

The Project Log was pulled for discussion. A motion was made and unanimously carried to approve the remainder of the Consent Calendar.

8. Project Log

Vice Chair Randazzo asked about committed budgets, critical path tracking and cumulative expenditures.

Advisor Leonard commented on the contract renewal for the Pushmatic Panel project.

Staff Officer Ernesto Munoz briefly responded to all questions and comments.

By consensus, staff was directed to contact the vendor performing the Pushmatic panel replacements and offer to extend their contract an additional five years which will complete the last half of the project, if they were willing to not increase their pricing beyond 10%.

9. SCE Street Light Outage Report

Reports:

10. EV Charging Update for Community Center

Staff Officer Ernesto Munoz provided an update on the Southern California Incentive Project (SCIP) which promotes easy access to zero-emission vehicle infrastructure by offering rebates for the purchase and installation of eligible public electric vehicle (EV) chargers. Staff has received preliminary approval from the SCIP which will provide grant funding for the installation of four Charge Point CPE200 chargers. The program will reimburse the Golden Rain Foundation (GRF) 75% of the cost up to \$210,000.

Discussion ensued regarding each of the three options that were provided for in the staff report, that are available to GRF, the energy source for additional bollards, the length of trenching to a new bollard location, hybrid vehicles used by staff, the possibility of having to provide a traffic study for City approval and the need to receive approval from the Town Center HOA for modifications to their parking layout.

A motion was made and unanimously approved to recommend the Board consider the use the SCIP rebate to install an additional four bollards (eight additional charging ports). However, if this option is not feasible, the Task Force recommends that a reduction to the number of additional bollards the City will allow to be installed without requiring a traffic study, be approved by the Board.

Staff was directed to initiate a conversation with the City to find out if there was a need for an engineered traffic study prior to providing the Task Force's recommendation at a future Board meeting.

11. Energy Consultant Update

Staff Officer Ernesto Munoz provided the following update on the priorities that the energy consultant is working on for the three corporations:

Staff is in the process of identifying potential problem areas; TEC has reviewed utility billing to identify load information for GRF, Third and United Mutual accounts; TEC has reviewed existing data to develop an approach for conducting the initial site visits, TEC requested information regarding the community's transformers from SCE; TEC conducted field audits on December 19th and 20th to gather field information pertaining to the electrical infrastructure assessment; staff has analyzed the registered Car/Golf Cart and EV data for trends, and staff has contacted 12 suppliers to discuss the feasibility of a microgrid for the Community Center, Clubhouse 7, and the Clubhouse 7 Parking Lot facilities.

TEC needs info from SCE regarding transformers, however, due to security reasons; SCE has been reluctant to provide that information. This is still a work in progress.

Village Energy Task Force
January 9, 2019
Page 4 of 4

Discussion ensued regarding SCE data, microgrid suppliers, timelines for updating the software that record vehicle information and allowing other presentations by vendors who have energy saving ideas to share with the Task Force.

By consensus, staff was directed to find out the timeline for the implementation of new software for collecting vehicle information and send an update via email to the Task Force.

Items for Future Agendas:

Third Mutual:

- Electric Vehicle History Report
- Golf Cart Report
- LED Solar Street Lights (on hold pending new LED fixture installation)

United Mutual:

- Electric Vehicle History Report
- Golf Cart Report

GRF:

- Installation of Level II EV Bollard Chargers on GRF streets

Concluding Business:

Date of next meeting – March 6, 2019

Adjournment

This meeting was adjourned at 11:08 AM



Carl Randazzo, Vice Chair



OPEN MEETING
THE GOLDEN RAIN FOUNDATION
MEDIA AND COMMUNICATIONS COMMITTEE
Monday, January 21, 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, Maggie Blackwell, Lynn Jarrett, Ryna Rothberg Advisers Lucy Parker, Sheila Bialka and Steve Carmen.

MEMBERS ABSENT: Director Pat English.

OTHER'S PRESENT: Juanita Skillman—United, Andre Torng—United and Diane Phelps—GRF

STAFF PRESENT: Eileen Paulin, Chuck Holland, Paul Ortiz, Ellyce Rothrock and Becky Jackson.

1. **Call to Order**
Chair Joan Milliman called the meeting to order at 1:32 p.m.
2. **Acknowledgement of Media**
Paul Ortiz from Village Television was present.
3. **Approval of the Agenda**
Chair Joan Milliman would like to add the Press Policy to the agenda for the future. Agenda was approved.
4. **Approval of Meeting Report December 17, 2018**
Report was approved.
5. **Chair's Remarks**
Chair Milliman welcomed the committee and new Adviser Sheila Bialka. She stated how impressed she was with the progress of MarComm and IT. She is hoping to see more communications from Residents through the Resident Portal when they are up.
6. **Member Comments (Items not on the Agenda)**
Lou Sharkansky 18-E was called to speak and asked to be opted out of cable services. He questioned whether the Village has a vested interest with West Coast Internet. Mr.

Sharkansky stated he would like to have ESPN added to the services.

Larry Green 477-P was called to speak stating he is having issues with his TV.

Diane Jean 3080-B was called to speak stating she is having issues with her TV.

Patti Day 731-C was called to speak and asked about having channel 5 in the lineup. Ms. Day talked about the volume increase during the advertising, specifically during the Losaro programming, and asked if anything can be done to control the volume increase.

7. Director's and Staff Forum

Chuck Holland addressed Resident concerns explaining the contracts and the bulk pay negotiations that have taken place over the years to obtain a competitive pricing. He also addressed the volume increase during commercials explaining these vary based on the setup of the TV and types of commercials. Mr. Holland also explained advertising offsets the cost of the contracts to keep monthly rates down for the Residents. He promised to look into volume reduction for Ms. Day.

Mr. Holland commented on Mr. Sharkansky's inquiry on opting out of West Coast Internet, stating he is welcome to do so but he will still be pay for services, since it is included in GRF assessments. Mr. Holland asked Becky Jackson to provide him with Mr. Sharkansky's information so he can contact him after following up with the request for adding ESPN.

Chair Milliman suggested that if Residents have any questions or concerns with their internet or TV services they can contact Resident Services.

REPORTS:

8. Broadband and Contracts Report—Chuck Holland

Mr. Holland reported on Broadband and Contract renewals and increases with CBS, NBC and FOX. He discussed how costs are being offset through internet subscription and ad insertion.

Mr. Holland reported on Subscriber counts and explained the numbers to the committee.

9. Channel Mapping and Channel 3 Guide-Chuck Holland

Mr. Holland reported on the high call volume with channel mapping and channel 3 guide issues. In order for GRF Broadband Services to provide modernized digital cable television services, investments in digital technology are required. By investing in digital converters for every manor Resident satisfaction would increase by providing the following services:

- Digital televisions would map channels to the correct number.
- Digital televisions would no longer need to be re-scanned when changes are made.
- Digital television would have an interactive guide to replace channel 3.

- Digital televisions would provide whole number channels instead of sub-channels.
- Digital televisions would receive encrypted programming content required by networks.

Mr. Holland reported that the goal is to continue providing competitive basic cable services at competitive prices that are included in monthly assessments, increase resident satisfaction and reduce customer service phone calls.

10. Marketing and Communications Report-Eileen Paulin

Eileen Paulin provided a power point presentation on the Village Management Services Strategic Plan which includes providing exemplary customer service. This was demonstrated in MarComm through personal phone calls, emails, letters and New Resident Orientations to welcome new members to the community. Ms. Paulin provided the Committee with updates on Docent Tours which included scheduling, frequency and updates on docent training.

Ms. Paulin updated the Committee on real estate signs, emergency and safety correspondences and letters. She reported that in CodeRED there is a policy limiting contacting residents between the hours of 7 a.m. to 10 p.m. only, unless a life-threatening emergency exists.

Ms. Paulin intends to publicize Dwelling Live again as well as update social media.

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

Ms. Paulin reported there have been several requests from outside vendors to photograph and film in the Village. This includes the use of drones. She suggested a subcommittee to review and create a new policy. The subcommittee will consist of Chair Milliman, Director Annette Sabol Soule, Adviser Steve Carman, Ms. Paulin, Mr. Ortiz and Brian Gruner.

ITEMS FOR DISCUSSION AND CONSIDERATION:

12. Outreach to Non-English Speaking Residents-Eileen Paulin

Ms. Paulin introduced having a New Resident Orientation and Docent Tour in Chinese. She will utilize members of the Chinese Club and offer training to members who are interested.

Andre Torng 389-Q explained this would assist non-English speaking residents in understanding rules in the Village.

ITEMS FOR FUTURE AGENDAS:

13. Residents' Correspondence-Eileen Paulin

Ms. Paulin reported that she wanted to keep the Committee in the loop with all the updates including letters regarding fumigation, water conservation, and pesticide and maintenance schedules.

Chair Milliman would like to add the Press Policy for next month's agenda.

CONCLUDING BUSINESS:

15. Committee Member Comments

Adviser Bialka stated she didn't realize the amount of work that went into the committee.

Adviser Lucy Parker is glad to see the Policy on Photography and Filming in the Village is being taken care of.

Adviser Carman requested a copy of Ms. Paulin's report. He asked Mr. Holland to do more research on sports packages.

Director Elsie Addington thanked Mr. Sharkansky for staying for the entire meeting.

Director Sabol Soule thanked the staff for the comprehensive reports.

Director Lynn Jarrett mentioned the Korean residents in the Garden Villas and would like to see MarComm reach out to them with a New Resident Orientation.

Director Roy Bruninghaus discussed the security on the second floor coming up. He would like to see a policy and communication regarding tailgating someone with a badge. He asked MarComm to come up with a statement of etiquette.

Director Ryna Rothberg wants to review the Policy on Photography and Filming in the Village due to an incident at the Towers.

Mr. Holland reviewed the gate closure notices with the upcoming gate arm construction, February 4, 2019. He mentioned the benefits of drones in the Village for VMS Staff. Drones reduce time for Maintenance and Construction when making repairs on the roofs.

Ms. Paulin stated it was nice to see residents stay for the entire meeting and participate.

15. Date of Next Meeting—Tuesday, February 26, 2019, at 9:30 a.m. in the Board Room

16. Adjournment

Meeting was adjourned at 3:46 p.m.



Joan Milliman, Chair
Media and Communications Committee



OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
LANDSCAPE COMMITTEE**

**Wednesday, January 16, 2019 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Acting Chair – Jim Matson, James Tung, Lynn Jarrett, Manuel Armendariz, Annette Sabol Soule, Judith Troutman, Maggie Blackwell

COMMITTEE MEMBERS ABSENT: Chair – Bert Moldow, John Frankel

OTHERS PRESENT: Dick Rader, Juanita Skillman, Andre Torng, Diane Phelps, Beth Perak

ADVISORS PRESENT:

STAFF PRESENT: Kurt Wiemann, Eve Morton, Lulu Bector, Larry Hernandez, Mike Swingholm

1. Call to Order

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

2. Acknowledgement of Media

No press was present.

3. Approval of the Agenda

Director Tung made a motion to approve the agenda. Director Armendariz seconded. The committee was in unanimous support.

4. Approval of Meeting Report of September 19, 2018

Director Jarrett made a motion to approve the Meeting Report. Director Armendariz seconded. The committee was in unanimous support.

5. Committee Chair Remarks

Acting Chair Matson announced that Chair Moldow is on medical leave and will be back in a couple of weeks.

6. Member Comments - (Items Not on the Agenda)

Doug Gibson 5289 – spoke about the landscape in the RV lot has been corrected and looks wonderful but the RV area is in need of rodent bait boxes. The light pole, which is controlled by SCE, does not work in the RV area. The West Creek has improved but still needs more cleaning. The Cypress trees on Santa Maria are dry and others are dead.

7. Response to Member Comments

Director Tung responded to Mr. Gibson and stated that he is glad the landscaping at the RV lot and West Creek is being handled and thanked Staff for their work.

8. Department Head Update

Mr. Wiemann introduced himself as the new Senior Field Operations Manager and stated that he and his Staff are going to systematically re-evaluate all of the operating procedures and look for improvements.

Mike Swingholm introduced himself as the Landscape Supervisor for the GRF facilities.

Larry Hernandez introduced himself as the Landscape Manager.

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.

None.

Reports:

9. Aliso Creek Update

Mr. Hernandez gave a brief update on the Aliso Creek. The cleanup of the debris at the Aliso Creek has been completed.

Mike Swingholm spoke about the pruning of the cattails adjacent to Building 921 and estimated a week to complete the work.

Mr. Armendariz spoke about the Aliso Creek. He discussed the Aliso Creek booklet which was given to the committee members. He had a discussion with Director Blackwell and Director Saboul about the two different agreements in the Aliso Creek booklet regarding rules and guidelines by the entities who control the creek.

Director Armendariz recommended that all committee members read the Aliso Creek booklet.

Mr. Wiemann stated that Staff has had conversations with a biologist this week regarding upcoming maintenance of the creek.

Director Torng inquired about what parts of the creek are within GRF boundaries and what parts are not.

Sally Sunderhaus 580-O - spoke about that sandbags at the creek need to be removed after the rainy season.

Director Armendariz commented that sandbags are needed at the creek but they should be removed after the rain.

Shannon O'Neil 581-P - spoke about the bridge on the creek that needs repair and that the creek needs maintenance attention. She would like the sandbags to be removed after the rainy season is over and would like Staff to pay more attention to the creek.

Kerry Stiles – spoke about the trees being hauled away by a contractor. She believes it was the El Toro Water District and asked Staff to find out who took the trees.

Mr. Wiemann commented that it was the El Toro Water District who took the trees and they are aware of our creek agreements and creek responsibilities. The El Toro Water District had Mutual permission to remove the trees. He stated that the Village will get more trees than were lost at the creek.

Items for Discussion and Consideration:

10. Elimination Of Round Up

Mr. Wiemann spoke on the elimination of Round Up. Staff is asking the committee for approval to continue to investigate alternative products to Round Up. Staff performed a test with two alternative products and the results showed that alternative products work but they are not financially viable at this moment. Staff is working on more proactive alternatives for weed control. Staff is planning on a systematic test within the next couple of weeks. They are hoping to test six products for their viability and economic advantages or disadvantages. The test will take about 6-8 weeks.

Director Blackwell spoke about golf course use of Round Up and that the Womens Golf Club is satisfied with the use of Round Up on the golf course and they don't want anything differently done there.

Director Tung commented on Round Up and supports Staff on testing other alternatives.

Director Soule spoke about Round Up and how a cost increase to use different herbicides will affect some residents.

Director Armendariz commented on discrepancies he found in the Financial Analysis Report.

Director Troutman made a motion to approve Staff's recommendation and to:

1. Direct Staff to continue to systematically investigate alternative products and methods to eliminate the use of Round Up for the purpose of identifying a feasible, effective, and economical non-glyphosate based herbicide(s) for the control of weeds at all GRF facilities maintained by the Landscape Division, excluding golf facilities and;

2. Direct Staff to determine a feasible, effective, and economical non-glyphosate based herbicide(s) for the control of weeds at all GRF facilities maintained by the Landscape Division.

The motion was second by Director Armendariz. The committee was in unanimous support.

Shaun Tumpene 3077-A – spoke about Round Up and stated that Round Up has not been proven to be linked with any carcinogen and he supports the use of Round Up.

Andre Torng 389-Q – spoke about Round Up and the cost of alternatives and encourages Staff to do the study.

Richard Rader 270-B – commented on the Financial Analysis Report and elimination of Round Up. He spoke about studies regarding whether glyphosate is associated with any carcinogen and glyphosate is classified as a 2A item.

Elizabeth Morris 581-O – informed the Committee that she has an allergic reaction to Round Up.

Director Blackwell supports the motion made by Director Troutman to give Landscape the authority to make decisions on alternatives.

Mr. Wiemann stated Round Up is never sprayed on grass. Round Up is not sprayed widely in the Community and is currently only used in flower beds and for edging around tree and plants. The testing of alternatives to Round Up will last approximately 90 days. At that time, he will present the preliminary findings to all Boards.

Items for Future Agendas:

- 11. GRF Properties within Third Mutual**
- 12. Request for Three benches – West Creek**
- 13. Updates to Herbicide Test**

Concluding Business:

14. Committee Member Comments

Director Blackwell thanked everyone for being there.

Director Armendariz was pleased with the agenda for today's meeting.

- 15. Date of next meeting – Wednesday, March 20, 2019**
- 16. Adjourned at 2:52 p.m.**

DRAFT

Acting Chair, Jim Matson

Kurt Wiemann, Staff Officer

Lulu Boctor, Administrative Coordinator, 949-597-4650