



OPEN SESSION

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

**Tuesday, April 2, 2024, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Board Room/Virtual Meeting**

NOTICE OF THE AGENDA

The purpose of this meeting is to conduct the regular Golden Rain Foundation Board Meeting in accordance with *Civil Code §4930* and was hereby noticed in accordance with *Civil Code §4920*

1. Call Meeting to Order / Establish Quorum – President Hopkins

2. Pledge of Allegiance – Director Bhada

3. Acknowledgment of Media

4. Approval of Agenda

5. Approval of Minutes

- a. March 5, 2024 – GRF Board Regular Open Meeting
- b. March 21, 2024 – GRF Board Agenda Prep Meeting

6. Report of the Chair

7. CEO Report

8. Open Forum (Three Minutes per Speaker)

At this time Members only may address the Board of Directors regarding items not on the agenda and within the jurisdiction of this Board of Directors. The board reserves the right to limit the total amount of time allotted for the Open Forum to thirty minutes. A member may speak only once during the forum. Speakers may not give their time to other people, no audio or video recording by attendees, and no rude or threatening comments. Members can attend the meeting by joining the Zoom link <https://zoom.us/j/98131257242> or call 1 (669) 900-6833 or email meeting@vmsinc.org to have your message read during the Open Forum.

9. Responses to Open Forum Speakers

10. Consent Calendar

All matters listed under the Consent Calendar are recommended for action by committees and will be enacted by the board by one motion. In the event 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.

Recommendation from the Finance Committee:

- a. Consistent with its statutory obligations a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of February 2024 by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.
- b. Update Committee Assignments

11. Unfinished Business

- a. Clubhouse 1 Renovation Update (Oral Discussion)
- b. Entertain a Motion to Approve GRF Fee Structure for New and Non-returned ID Cards **(March initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)**

12. New Business

- a. Entertain a Motion to Approve the Champagne Pops Series Exception Request
- b. Entertain a Motion to Approve Community Fitness Center Television Schedule
- c. Entertain a Motion to Approve GRF Maintenance & Construction Committee Charter Revisions
- d. Racquet Sports Utilization – (Oral Discussion)

13. The Board will take a 5-minute break (if needed)

14. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director Cowen. The committee met on February 21, 2023; next meeting April 17, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) GRF Treasurer's Report – Director Cowen
 - (2) GRF Finance Committee Report – Director Cowen
- b. Report of the Community Activities Committee – Director Horton. The committee met on March 14, 2024; next meeting April 11, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. Report of the Landscape Committee – Director Skillman. The committee met on February 14, 2023; next meeting May 8, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Maintenance & Construction Committee – Director Horton. The committee met on February 14, 2024; next meeting April 10, 2024, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Clubhouse Renovation Ad Hoc Committee – Director Garthoffner. The committee met on February 27, 2024; next meeting April 3, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.

(2) Space Planning Ad Hoc Committee – President Hopkins. The Ad-Hoc committee met on March 6 & March 20, 2024. Next meeting April 10, 2024, at 1:30 p.m. in the Board Room.

e. Report of the Media and Communications Committee—Director Milliman. The committee met on January 15, 2024; next meeting April 15, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.

(1) Website Ad-Hoc Committee – Director Milliman. The committee met on May 22, 2023; next meeting TBA.

f. Report of the Broadband Ad Hoc – Director Roza. The closed committee met on February 14, 2024; next meeting TBA.

g. Report of the Mobility & Vehicles Committee – Director Rothberg. The committee met on February 7, 2024; next meeting May 1, 2024, at 1:30 p.m. in the Board Room.

h. Report of the Security & Community Access Committee – Director Skillman. The committee met on February 28, 2024; next meeting April 24, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.

(1) Report of the Laguna Woods Village Traffic Hearings – Director Skillman. The Traffic Hearings were held on March 20, 2024; next hearings on April 17, 2024, at 9:00 a.m. as a virtual meeting.

(2) Executive Member Hearings Committee – Director Horton. The committee met on March 7, 2024; next meeting April 4, 2024, at 9:00 a.m. in the Willow Room.

i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on March 26, 2024; next meeting May 28, 2024, at 9:30 a.m. in the Board Room and as a virtual meeting.

j. Information Technology Advisory Committee – President Hopkins. The committee met on March 29, 2024; next meeting April 26, 2024, as a virtual meeting.

15. Future Agenda Items - *All matters listed under Future Agenda Items are Resolutions on 28-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.*

16. Directors' Comments

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: Member Disciplinary Matters; Personnel Matters; Contractual Matters; and Litigation Matters.*

Closed Session Agenda

VMS Board Update

Approved the Agenda

Approve the Minutes of:

(a) March 5, 2024 – Regular Closed Session

Discuss and Consider Personnel Matters
Discuss and Consider Contractual Matters
Discuss Legal/Legislation Matters
Discuss Member Disciplinary Matters

18. Adjournment



OPEN SESSION

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

**Tuesday, March 05, 2024, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Board Room/Virtual Meeting**

Directors Present: James Hopkins, Gan Mukhopadhyay, Yvonne Horton, Juanita Skillman, Martin Roza, Egon Garthoffner, Joan Milliman, William Cowen

Directors Absent: Ryna Rothberg, Cush Bhada

Staff Present: CEO - Siobhan Foster, Paul Nguyen, Carlos Rojas, Steve Hormuth, Connie Habal, Alison Giglio, Guy West, Chuck Holland, Eric Nunez, Robert Carroll, Pamela Bashline

Other Directors Present: Robert Reyes – VMS, Alison Bok – United, Andy Ginocchio – Third, Ellen Leonard – United, Ed Elwell – VMS, Mickie Choi Hoe – United, Reza Karimi - Third

1. Call Meeting to Order/ Establish Quorum – President Hopkins

President Hopkins called the meeting to order at 9:30 a.m. and established that a quorum was present.

2. Pledge of Allegiance

Director Milliman led the Pledge of Allegiance to the Flag.

3. Acknowledgment of Media

The media via Village Television crew were present remotely by way of cameras.

4. Approval of Agenda

President Hopkins requested an approval of the agenda.

Hearing no further changes or objections, the agenda was approved by unanimous consent.

5. Approval of Minutes

- a. February 6, 2024 – GRF Board Regular Open Meeting
- b. February 15, 2024 – GRF Board Agenda Prep Meeting

There being no objections, the meeting minutes of February 6, 2024 – GRF Board Regular Open Meeting were approved by unanimous consent.

There being no objections, the meeting minutes of February 15, 2024 – GRF Board Agenda Prep Meeting were approved by unanimous consent.

6. Report of the Chair

President Hopkins spoke on the following items:

- Space Planning Ad Hoc Committee Meeting Tomorrow

7. CEO Report

Siobhan Foster-CEO provided a report on the following items:

- VMS Update
- GRF Basic Assessment
- Comparison Chart of 55+ Communities
- Hold on No More

CEO Foster answered questions from the Board.

Chuck Holland, Information and Resident Services Director, provided an update on ERP and discussed the following:

- Enterprise Resource Planning
- Why an ERP
- Original ERP Schedule
- Updated ERP Schedule
- Phase 1 Go Live Schedule
- What are the Expected Results

8. Open Forum (Three Minutes per Speaker)

At this time members were allowed to address the Board of Directors regarding items not on the agenda.

- A member commented on the Foundation of Laguna Woods Village
- A member commented on the TV programming at the gym
- A member commented on pickleball and the need for more courts
- A member commented on the comparison chart between similar senior communities
- A member commented on AT&T removing landline and the Koi Pond at CH1

9. Responses to Open Forum Speakers

- CEO Foster commented that the discussion of television programming will be discussed at the next CAC meeting and that the Koi are being taken care of on a regular schedule
- Multiple Directors commented on the ongoing TV programming at the fitness
- Multiple Directors commented on the landline issue
- President Hopkins commented on the comparison data as well as the pickleball issue

10. Consent Calendar

All matters listed under the Consent Calendar were recommended for action by committees and were enacted by the board by one motion. In the event an item was removed from the Consent Calendar by members of the board, such item(s) would be the subject of further discussion and action by the board.

Recommendation from the Finance Committee:

10a. Consistent with its statutory obligations a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of January 2024, and by this vote ratified that such review be confirmed in this month's Board Member Open Session Meeting minutes.

10b. Laguna Hills Memorial Day Half Marathon, 5K & 10K

RESOLUTION 90-24-07

City of Laguna Hills Memorial Day Half Marathon, 10K and 5K Request to Use a Portion of Laguna Woods Village

WHEREAS, the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K, is scheduled to take place on Monday, May 27 2024; and

WHEREAS, the City of Laguna Hills is requesting that the Golden Rain Foundation allow a portion of the course to traverse Laguna Woods Village, to enter in Gate 2, traverse around Via Estrada, to Calle Aragon, to Avenida Sevilla, to Avenida Majorca, back to Via Estrada and out Gate 2;

NOW THEREFORE BE IT RESOLVED, March 5, 2024, that the Board of Directors of this Corporation hereby authorizes the limited use of the Community streets inside Gate 2 on the morning of May 27, 2024, for the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K event; 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 Skillman made a motion to approve the Consent Calendar. Director Roza seconded.

Hearing no changes or objections, the Consent Calendar was approved unanimously.

11. Unfinished Business

11a. Clubhouse 1 Renovation Update (Oral Discussion)

Alison Giglio, Recreation and Special Events Manager, Manuel Gomez, Maintenance and Construction Manager, and Robert Carroll, General Services Manager, provided the following

updates:

- Safety fences were put up yesterday to secure the facility
- Staff worked overnight to get the facilities ready
- Koi Pond is taken care of, weekly service and daily feeding
- Groups are settling in in new temporary spaces
- Classes, Groups, emeritus class moved to CC
- Mon, Weds, Friday, are busiest days of the week between 9 a.m. and 4 p.m.
- Staff parking has been moved to the other side of the building to accommodate the additional resident parking needed for fitness center 1
- Expanded fitness center hours
- Initiated a one guest policy for fitness center and pickle ball
- Working with volleyball and shuffleboard to find suitable locations
- Pool 2 closed for 8 weeks for maintenance
- Contractor on site
- Demolition of bathrooms underway
- 3 weeks with asbestos testing
- Pending change order, did not include locker room and showers in initial scope of work, CH ad hoc committee endorsed addition of 24 lockers
- Change order \$18,000 for lockers in shower quarters
- Going well with new transportation hub

Discussion ensued among the Board.

President Hopkins requested item 11c. be discussed prior to item 11b.

There were no objections.

11b. Update Committee Appointments

Director Milliman read the following resolution:

RESOLUTION 90-24-08

GRF Committee Appointments

RESOLVED, March 5, 2024, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Community Activities Committee

Yvonne Horton, Chair (GRF)
Joan Milliman, Alternate (GRF)
Cush Bhada (GRF)
Mark Laws (Third)
Andy Ginocchio (Third)
Reza Karimi, Alternate (Third)

Sue Quam (United)
Ellen Leonard (United)
Peter Sanborn, (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisors: Roland Boudreau, Ajit Gidwani, Elsie Addington

Finance Committee

Martin Roza, (GRF)
William Cowen, Chair (GRF)
Andy Ginocchio (Third)
Moon Yun (Third)
Brad Rinehart, Alternate (Third)
Thomas Tuning (United)
Mickie Choi Hoe (United)
Peter Sanborn (Mutual 50)
Sue Stephens, **Alternate** (Mutual 50)

Information Technology Advisory Committee (ITAC)

James Hopkins, Chair (GRF)
~~Bunny Carpenter (GRF)~~
Martin Roza (GRF)
Sue Quam (United)
Tom Tuning (United)
Mark Laws (Third)
S.K. Park (Third)
Advisors: Sue Margolis, Debbie Dotson

Landscape Committee

Cush Bhada, Chair (GRF)
Juanita Skillman (GRF)
Yvonne Horton, Alternate (GRF)
Sue Quam (United)
Anthony Liberatore (United)
Nathaniel Ira Lewis (Third)
S.K. Park (Third)
Reza Karimi, Alternate (Third)
Glenn Miller (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisor: Catherine Brians, Donna Rane-Szostak

Maintenance & Construction Committee

Yvonne Horton, Chair (GRF)
Gan Mukhopadhyay (GRF)
Egon Garthoffner, Alternate (GRF)
Ralph Engdahl (Third)

S.K. Park (Third)
Brad Rinehart, Alternate (Third)
James Cook, Alternate (Third)
Alison Bok (United)
Pearl Lee (United)
Mickie Choi Hoe, Alternate (United)
Sue Stephens (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Reza Karimi, Bill Walsh, Ajit Gidwani

Clubhouse Renovation Ad Hoc Committee

Egon Garthoffner, Chair (GRF)
Gan Mukhopadhyay, Co-Chair (GRF)
Andy Ginocchio (Third)
Ralph Engdahl (Third)
Reza Karimi, Alternate (Third)
Alison Bok (United)
Anthony Liberatore (United)
Advisors: Reza Karimi, Ajit Gidwani, Bill Walsh

Media and Communications

Joan Milliman, Chair (GRF)
Juanita Skillman (GRF)
Cush Bhada, Alternate (GRF)
Jim Cook (Third)
Cris Prince (Third)
Moon Yun, Alternate (Third)
Maggie Blackwell (United)
Georgiana Willis (United)
Peter Sanborn (Mutual 50)
Sue Stephens, **Alternate** (Mutual 50)
Advisors: Carmen Pacella, Tom Nash, Lucy Parker, Theresa Frost, Catherine Brians

Website Ad Hoc Committee

Joan Milliman, Chair (GRF)
Juanita Skillman (GRF)
Anthony Liberatore (United)
Mickie Choi Hoe (United)
Mark Laws (Third)
Advisors: Lucy Parker, Diane Phelps

Broadband Ad Hoc Committee

Martin Roza, Chair (GRF)
William Cowen (GRF)

~~Bunny Carpenter, Alternate (GRF)~~

Cris Prince (Third)
Jim Cook (Third)
Reza Karimi, Alternate (Third)
Alison Bok, non-voting (United)
Sue Quam (United)
Tom Tuning (United)
Peter Sanborn (Mutual 50)
Sue Stephens, **Alternate** (Mutual 50)
Advisor: John Cornell, Debbie Dotson

Mobility & Vehicles Committee

Ryna Rothberg, Chair (GRF)
Juanita Skillman, (GRF)
Cush Bhada, Alternate (GRF)
Moon Yun (Third)
S.K. Park (Third)
Reza Karimi, Alternate (Third)
Alison Bok (United)
Nancy Carlson (United)
Sue Stephens, (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisor: Vashi Williams, Elsie Addington

Security and Community Access

Juanita Skillman, Chair (GRF)
Cush Bhada (GRF)
Egon Garthoffner, Alternate (GRF)
S.K. Park (Third)
Reza Karimi (Third)
Nancy Carlson (United)
Maggie Blackwell (United)
Sue Stephens (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)

OTHER COMMITTEES:

Disaster Preparedness Task Force

Eric Nunez, Co-Chair
Juanita Skillman, Co-Chair (GRF)
Gan Mukhapadhyay (GRF)
S.K. Park (Third)
Moon Yun (Third)
Anthony Liberatore (United)
Georgiana Willis (United)

Rick Kopps, Alternate Resident (Mutual 50)
Sue Stephens (Mutual 50)
Advisors: Tom Soule, Bruce Bonbright

Laguna Woods Village Traffic Hearings (Chair will alternate between Boards)

Juanita Skillman, (GRF)
Cush Bhada, Alternate (GRF)
S.K. Park (Third)
Mark Laws, Alternate (Third)
Maggie Blackwell (United)
Vidya Kale, Alternate (United)
Sue Stephens (Mutual 50)
Glenn Miller, Alternate (Mutual 50)

Select Audit Task Force

William Cowen, Chair (GRF)
Diane Phelps (GRF)
Mickie Choi Hoe (United)
Peggy Moore (Third)

Executive Hearings Committee

~~Bunny Carpenter (GRF)~~
Yvonne Horton, Chair (GRF)
Juanita Skillman, Alternate (GRF)
Joan Milliman (GRF)

Space Planning Ad Hoc Committee

~~Bunny Carpenter, Alternate (GRF)~~
James Hopkins, Chair (GRF)
Yvonne Horton, (GRF)
Cush Bhada (GRF)
Alison Bok (United)
Tom Tuning (United)
Nancy Carlson (United)
Andy Ginocchio (Third)
S.K. Park (Third)
Reza Karimi (Third)
Sue Stephens (Mutual Fifty)
Peter Sanborn (Mutual Fifty)
Glenn Miller (Mutual Fifty)

Correspondent – Elsie Addington (GRF)
El Toro Water District – Juanita Skillman (GRF)

RESOLVED FURTHER, that Resolution 90-24-05 adopted February 6, 2024, 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.

Director Milliman made a motion to approve the Resolution for GRF Committee Appointments. Director Roza seconded.

Hearing no changes or objections, the motion was approved unanimously.

THIS ITEM WAS DISCUSSED PRIOR TO ITEM B

11c. Gate 12 Update – Eric Nunez (Oral Discussion)

Carlos Rojas, Director of Operations, and Eric Nunez, Director of Security, provided an update regarding Gate 12.

Discussion ensued among the Board, Mr. Rojas and Mr. Nunez.

12. New Business

12a. Entertain a Motion to Approve GRF Fee Structure for New and Non-returned ID Cards (March initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-24-XX

GRF ID Card Fees

WHEREAS, the Golden Rain Foundation requires that all approved residents residing in the Village carry an ID card with them at all times; and

WHEREAS, the Community Services Division issues ID cards when a resident is approved to reside in the unit; and

WHEREAS, all owners/members, non-owner occupants, and tenants are required to return their ID cards at the time residency is terminated, and failure to do so may result in unauthorized entry into the community; and

WHEREAS, all GRF ID card fees should be identified in one resolution and placed on the website to provide transparency and improve communications;

NOW THEREFORE BE IT RESOLVED, April 2, 2024, that the Board of Directors of this corporation hereby establishes the following fee schedule related to processing new and non-returned ID cards:

Card Status	Fee
New ID card for non-owner occupant	\$25
New ID cards for new resident owners/members	No charge
New ID cards for lessees, sublessees, renters, lodgers	Included in application processing fee
ID card renewals (Lessees and Mutual Fifty)	No charge
Non-return or failure to surrender ID card	\$125
Unverified lost, destroyed, or stolen ID cards not returned	\$125
Replacement card for verified lost or destroyed cards, and stolen ID cards with the presence of a police theft report	\$25

RESOLVED, Resolution G-94-100 adopted November 1, 1994; Resolution G-95-18 adopted March 7, 1995; Resolution G-96-103 adopted December 3, 1996; and Resolution 90-18-35 adopted August 7, 2018 are hereby superseded and cancelled; and

RESOLVED FURTHER, that the fee schedule shall be placed on the website; and

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

Director Milliman made a motion to approve the Resolution GRF ID Card Fees for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Skillman seconded.

Discussion ensued among the Board.

Pamela Bashline, Community Services Manager, commented and gave clarification.

Hearing no changes or objections, the motion was approved unanimously. 8-0-0.

13. The Board took a 5-minute break

14. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director Cowen. The committee met on February 21, 2023; next meeting April 17, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) GRF Treasurer’s Report – Director Cowen
 - (2) GRF Finance Committee Report – Director Cowen
- b. Report of the Community Activities Committee – Director Horton. The committee met on February 8, 2024; next meeting March 14, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.

- c. Report of the Landscape Committee – Director Skillman. The committee met on February 14, 2023; next meeting May 1, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Maintenance & Construction Committee – Director Horton. The committee met on February 14, 2024; next meeting April 10, 2024, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Clubhouse Renovation Ad Hoc Committee – Director Garthoffner. The Committee met on February 27, 2024; next meeting TBA.
 - (2) Space Planning Ad Hoc Committee – President Hopkins. The Ad-Hoc Committee met on January 31, 2024. Next meeting March 6, 2024, at 1:30 p.m. in the Board Room.
- e. Report of the Media and Communications Committee—Director Milliman. The committee met on January 15, 2024; next meeting April 15, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Website Ad-Hoc Committee – Director Milliman. The committee met on May 22, 2023; next meeting TBA.
- f. Report of the Broadband Ad Hoc – Director Roza. The closed committee met on February 14, 2024; next meeting TBA.
- g. Report of the Mobility & Vehicles Committee – Director Skillman. The committee met on February 7, 2024; next meeting May 1, 2024, at 1:30 p.m. in the Board Room.
- h. Report of the Security & Community Access Committee – Director Skillman. The committee met on February 28, 2024; next meeting April 24, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Laguna Woods Village Traffic Hearings – Director Skillman. The Traffic Hearings were held on February 21, 2024; next hearings on March 20, 2024, at 9:00 a.m. as a virtual meeting.
 - (2) Executive Member Hearings Committee – Director Milliman. The committee met on February 1, 2024; next meeting March 7, 2024, at 9:00 a.m. in the Willow Room.
- i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on January 30, 2024; next meeting March 26, 2024, at 9:30 a.m. in the Board Room and as a virtual meeting.
- j. Information Technology Advisory Committee – President Hopkins. The committee met on February 23, 2024; next meeting March 29, 2024, as a virtual meeting.

15. Future Agenda Items - *All matters listed under Future Agenda Items are Resolutions on 28-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.*

- *GRF Fee Structure for New and Non-returned ID Cards*
- *Racquet Sports Utilization*

16. Director's Comments

- Director Skillman and Director Milliman discussed the work of the committees
- Director Mukhopadhyay commented on money saving

17. Recess – 11:45 a.m. - *At this time, the Meeting recessed for lunch and reconvened to Executive Session to discuss the following matters per California Civil Code §4935: Member Disciplinary Matters; Personnel Matters; Contractual Matters; and Litigation Matters.*

Closed Session Agenda

VMS Board Update

Approve the Agenda

Approve the Minutes of:

(a) February 6, 2024 – Regular Closed Session

Discuss and Consider Personnel Matters

Discuss and Consider Contractual Matters

Discuss Legal/Legislation Matters

Discuss Member Disciplinary Matters

18. Adjournment

The meeting was adjourned at 2:44 p.m.

DocuSigned by:

Joan Milliman

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Joan Milliman, Secretary of the Board
Golden Rain Foundation



OPEN MEETING

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

**Thursday, March 21, 2024 – 9:30 a.m.
Willow Room/Virtual Meeting**

GRF Agenda Prep Meeting

Directors Present: Jim Hopkins (entered the meeting at 9:51 a.m.), Yvonne Horton, Juanita Skillman, Joan Milliman Egon Garthoffner, Cush Bhada, Gan Mukhopadhyay, Martin Roza, William Cowen, Donna Rane-Szostak

Directors Absent: Ryna Rothberg

Staff Present: CEO Foster, Paul Nguyen, Makayla Schwietert, Catherine Laster

Others Present: None

1. Call Meeting to Order and Establish Quorum

First Vice President Skillman called the meeting to order at 9:32 a.m. and established that a quorum was present.

2. Approval of the Agenda

First Vice President Skillman asked for approval of the agenda.

Director Bhada made a motion to approve the agenda. Director Horton seconded.

Hearing no changes or objections, the agenda was approved unanimously.

3. Discuss and Consider Items to be placed on the Tuesday, April 2, 2024, Board Meeting Open & Closed Agendas

The Board discussed items to add or remove from the draft Open and Closed Agendas.

Director Milliman made a motion to approve the April 2, 2024, Open Agenda. Director Mukhopadhyay seconded.

Hearing no changes or objections, the April 2, 2024, Open Agenda was approved unanimously.

Director Milliman made a motion to approve the April 2, 2024, Closed Agenda. Director Horton seconded.

Hearing no changes or objections, the April 2, 2024, Closed Agenda was approved unanimously.

4. Director Comments

- Multiple Directors welcomed Director Rane-Szostak to the GRF Board
- President Hopkins commented on the speed of the completion of the Agenda Prep Meeting
- President Hopkins and multiple Directors discussed getting the residents better informed on important topics at upcoming committee meetings so that there would not be a repeat of what happened yesterday at the Space Planning meeting
- Director Bhada wished everyone a Happy New Year

5. Adjournment

The meeting was adjourned at 10:42 a.m.

DocuSigned by:

B855D0FC004A480...
Joan Milliman, Secretary of the Board
Golden Rain Foundation



RESOLUTION 90-24-XX

GRF Committee Appointments

RESOLVED, April 2, 2024, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Community Activities Committee

Yvonne Horton, Chair (GRF)
Joan Milliman, Alternate (GRF)
Cush Bhada (GRF)
Mark Laws (Third)
Andy Ginocchio (Third)
Reza Karimi, Alternate (Third)
Sue Quam (United)
Ellen Leonard (United)
Peter Sanborn, (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisors: Roland Boudreau, Ajit Gidwani, Elsie Addington

Finance Committee

Martin Roza, **Alternate** (GRF)
William Cowen, Chair (GRF)
Donna Rane-Szostak (GRF)
Andy Ginocchio (Third)
Moon G Yun (Third)
Brad Rinehart, Alternate (Third)
Thomas Tuning (United)
Mickie Choi Hoe (United)
Peter Sanborn (Mutual 50)
Sue Stephens, Alternate (Mutual 50)

Information Technology Advisory Committee (ITAC)

James Hopkins, Chair (GRF)
Martin Roza (GRF)
Sue Quam (United)
Tom Tuning (United)
Mark Laws (Third)

S.K. Park (Third)
Advisors: Sue Margolis, Debbie Dotson

Landscape Committee

Cush Bhada, Chair (GRF)
Juanita Skillman (GRF)
~~Yvonne Horton, Alternate (GRF)~~
~~Donna Rane-Szostak, Alternate (GRF)~~
Sue Quam (United)
Anthony Liberatore (United)
Nathaniel Ira Lewis (Third)
S.K. Park (Third)
Reza Karimi, Alternate (Third)
Glenn Miller (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisor: Catherine Brians, Donna Rane-Szostak

Maintenance & Construction Committee

Yvonne Horton, Chair (GRF)
Gan Mukhopadhyay (GRF)
Egon Garthoffner, Alternate (GRF)
~~Ralph Engdahl (Third)~~
S.K. Park (Third)
Brad Rinehart, Alternate (Third)
James Cook, Alternate (Third)
Alison Bok (United)
Pearl Lee (United)
Mickie Choi Hoe, Alternate (United)
Sue Stephens (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Reza Karimi, Bill Walsh, Ajit Gidwani

Clubhouse Renovation Ad Hoc Committee (Suspend Charter)

~~Egon Garthoffner, Chair (GRF)~~
~~Gan Mukhopadhyay, Co-Chair (GRF)~~
~~Andy Ginocchio (Third)~~
~~Ralph Engdahl (Third)~~
~~Reza Karimi, Alternate (Third)~~
~~Alison Bok (United)~~
~~Anthony Liberatore (United)~~
~~Advisors: Reza Karimi, Ajit Gidwani, Bill Walsh~~

Media and Communications

Joan Milliman, Chair (GRF)
Juanita Skillman (GRF)

~~Cush Bhada, Alternate (GRF)~~

~~Donna Rane-Szostak, Alternate (GRF)~~

Jim Cook (Third)

Cris Prince (Third)

Moon Yun, Alternate (Third)

Maggie Blackwell (United)

Georgiana Willis (United)

Peter Sanborn (Mutual 50)

Sue Stephens, Alternate (Mutual 50)

Advisors: Carmen Pacella, Tom Nash, Lucy Parker, Theresa Frost,
Catherine Brians

Website Ad Hoc Committee (Absorbed by Media and Communications)

~~Joan Milliman, Chair (GRF)~~

~~Juanita Skillman (GRF)~~

~~Anthony Liberatore (United)~~

~~Mickie Choi Hoe (United)~~

~~Mark Laws (Third)~~

~~Advisors: Lucy Parker, Diane Phelps~~

Broadband Ad Hoc Committee

Martin Roza, Chair (GRF)

William Cowen (GRF)

~~Donna Rane-Szostak, Alternate (GRF)~~

Cris Prince (Third)

Jim Cook (Third)

Reza Karimi, Alternate (Third)

Alison Bok, non-voting (United)

Sue Quam (United)

Tom Tuning (United)

Peter Sanborn (Mutual 50)

Sue Stephens, Alternate (Mutual 50)

Advisor: John Cornell, Debbie Dotson

Mobility & Vehicles Committee

Ryna Rothberg, ~~Chair~~ (GRF)

Juanita Skillman, ~~Chair~~ (GRF)

Cush Bhada, Alternate (GRF)

Moon Yun (Third)

S.K. Park (Third)

Reza Karimi, Alternate (Third)

Alison Bok (United)

Nancy Carlson (United)

Sue Stephens, (Mutual 50)

Peter Sanborn, Alternate (Mutual 50)

Advisor: Vashi Williams, Elsie Addington

Security and Community Access

Juanita Skillman, Chair (GRF)

~~Donna Rane-Szostak (GRF)~~

Cush Bhada, ~~Alternate~~ (GRF)

~~Egon Garthoffner, Alternate (GRF)~~

S.K. Park (Third)

Reza Karimi (Third)

Nancy Carlson (United)

Maggie Blackwell (United)

Sue Stephens (Mutual 50)

Peter Sanborn, Alternate (Mutual 50)

OTHER COMMITTEES:

Disaster Preparedness Task Force

Eric Nunez, Co-Chair

Juanita Skillman, Co-Chair (GRF)

~~Gan Mukhapadhyay (GRF)~~

~~Donna Rane-Szostak (GRF)~~

S.K. Park (Third)

Moon Yun (Third)

Anthony Liberatore (United)

Georgiana Willis (United)

Rick Kopps, Alternate Resident (Mutual 50)

Sue Stephens (Mutual 50)

Advisors: Tom Soule, Bruce Bonbright

Laguna Woods Village Traffic Hearings (Chair will alternate between Boards)

Juanita Skillman, (GRF)

Cush Bhada, Alternate (GRF)

S.K. Park (Third)

Mark Laws, Alternate (Third)

Maggie Blackwell (United)

Vidya Kale, Alternate (United)

Sue Stephens (Mutual 50)

Glenn Miller, Alternate (Mutual 50)

Select Audit Task Force

William Cowen, Chair (GRF)

Diane Phelps (GRF)

Mickie Choi Ho (United)

Peggy Moore (Third)

Executive Hearings Committee

Yvonne Horton, Chair (GRF)
Juanita Skillman, ~~Alternate~~ (GRF)
Joan Milliman (GRF)
Jim Hopkins, Alternate (GRF)

Space Planning Ad Hoc Committee

James Hopkins, Chair (GRF)
Yvonne Horton, (GRF)
Cush Bhada (GRF)
Alison Bok (United)
Tom Tuning (United)
Nancy Carlson (United)
Andy Ginocchio (Third)
S.K. Park (Third)
Reza Karimi (Third)
Sue Stephens (Mutual Fifty)
Peter Sanborn (Mutual Fifty)
Glenn Miller (Mutual Fifty)

Correspondent – ~~Elsie Addington (GRF)~~ Jim Hopkins (GRF)

El Toro Water District – Juanita Skillman (GRF)/~~Donna Rane-Szostak, Alternate (GRF)~~

RESOLVED FURTHER, that Resolution 90-24-08 adopted March 5, 2024, is hereby superseded and cancelled; and

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

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Golden Rain Foundation
Security and Community Access Committee
February 28, 2024

ENDORSEMENT (to board)

GRF Fee Structure for New and Non-Returned ID Card Fees

Pamela Bashline, Community Services Manager, presented the GRF Fee Structure for New and Non-Returned ID Card Fees staff report.

The Committee made comments and asked questions.

Director Carlson made a motion to forward the recommended fee schedule related to processing new and non-returned ID cards to the Board for consideration and approval. Director Park seconded the motion.

Director Roza amended the motion to decrease the fee for lost ID cards from \$125 to \$50. The amendment failed due to the lack of a second.

The motion passed by a vote of 5-1-1 (Director Roza opposed and Director Karimi abstained).

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STAFF REPORT

DATE: April 2, 2024
FOR: GRF Board of Directors
SUBJECT: GRF Fee Structure for New and Non-Returned ID Cards

RECOMMENDATION

In order to align GRF identification card (ID) fees with current practice, Staff recommends the board rescind GRF Resolution 90-18-35 and all other outdated resolutions pertaining to the issuance of ID cards, and establish a fee structure to regulate the issuance of new and non-returned ID cards.

BACKGROUND

GRF has a number of outdated resolutions governing the fees and processes of issuing ID cards.

- Resolution G-94-100 established a \$25 fee for the issuance of an ID card for each non-owner occupant (sans lessees) with a \$15 refund to those who surrender the ID card at the end of the residency. (ATT 1)
- Resolution G-95-18 established a \$25 fee to replace a lost ID card, except in the instance where an individual presents a theft report from a bona fide police agency or the Security Department. If an ID card has been found, the individual will be refunded \$15. (ATT 2)
- Resolution G-96-103 reduced the ID card renewal fee from \$20 to \$10. (ATT 3)
- Resolution 90-18-35 established a \$125 fee for non-return of ID cards and a \$125 fee for non-return of vehicle decals. (ATT 4)

The fees established in the above-mentioned resolutions are outdated and/or not charged due to policy changes over the years.

DISCUSSION

The Community Services Division issues ID cards when a resident is approved to reside in a unit.

All owners/members, non-owner occupants, and tenants are required to return their ID cards at the time residency is terminated, but many residents fail to do so, which may result in unauthorized entry into the community. Upon termination of occupancy, the ID cards are deactivated; however, if an ID card is not returned, an individual might continue to use the ID card to gain access through the gates and clubhouses.

According to Resolution 90-18-35 (ATT 4), the current fee for non-returned ID cards is \$125, but the resolution doesn't identify what the cost is for lost, stolen or destroyed ID cards. Although the previous resolutions identify such costs, the fees are outdated and not collected.

Since residents may attempt to circumvent the \$125 fee for the non-returned ID cards by claiming that the ID was lost or destroyed, the \$125 should include any unverified lost, destroyed or stolen ID cards. If the resident presents a police report indicating that the card was stolen, then a \$25 fee is sufficient to cover administrative costs to replace the card.

The following proposed fee structure will act as a deterrent and decrease the number of non-returned ID cards by individuals who move out of the community. Administrative documents will be revised to be consistent with approved fees.

Card Status	Fee
New ID card for non-owner occupant	\$25
New ID cards for new resident owners/members	No charge
New ID cards for lessees, sublessees, renters, lodgers	Included in application processing fee
ID card renewals (Lessees and Mutual Fifty)	No charge
Non-return or failure to surrender ID card	\$125
Unverified lost, destroyed, or stolen ID cards not returned	\$125
Replacement card for verified lost or destroyed cards, and stolen ID cards with the presence of a police theft report	\$25

Upon approval of the fee structure, it is recommended that the fee schedule be placed on the website.

If a member/co-occupant/tenant has been identified as violating this policy, GRF is authorized to take disciplinary action against a member found to be in violation. When a violation occurs, the Board is obligated to evaluate and impose if appropriate, member discipline as set forth in the governing documents. The GRF Board of Directors has the authority to impose monetary fines, suspend Member privileges, and/or bring forth legal action. The Member is entirely responsible for ensuring that the rules, regulations, and policies are following by anyone they allow into the community. This includes any co-occupant, lessee, guest, care provider, vendor, invitee or contactor.

As a side note, Resolution 90-18-35 not only established the \$125 for non-returned ID cards, it also reaffirmed the non-return fee of \$125 for vehicle decals. On December 3, 2019, the GRF Board eliminated the annual vehicle decal sticker program which became effective January 1, 2021 and required the use of vehicle RFID tags. Since the RFID tags are difficult to remove, staff has not been charging this fee and if the board approves to rescind Resolution 90-18-35 then this fee will no longer be in effect.

FINANCIAL ANALYSIS

ID Card Expense-Revenue Report				
WC240 & WC360				
Expenses 2023	Price	Quantity	Total	Frequency
Color Ribbons	\$ 90.50	50	\$ 4,525.00	Every Year
Cards	\$ 2.46	4000	\$ 9,840.00	Every Year
Cleaning Kits	\$ 21.96	4	\$ 87.84	Every Year
Replacement Printer	\$ 3,000.00	1	\$ 3,000.00	Varies
ID Card Software	\$ 3,600.00	1	\$ 3,600.00	Every Year
Printer Repair & Maintenance	\$ 400.00	4	\$ 1,600.00	Varies Per Year
Card Readers Repair & Maintenance	\$ 900.00	2	\$ 1,800.00	Average 2 per year
Employee Time Per Card Printed	10-15 Min		\$ 14,350.00	Varies Per Year
Total Cost Per Year			\$ 38,802.84	
Revenue 2023	Price	Quantity	Total	
Revenue from ID Card Fee's (Occupants)	\$ 25.00	282	\$ 7,050.00	
Revenue from ID Card Fee's (Lost)	\$ 25.00	366	\$ 9,150.00	
Revenue from Non-Returned ID Card Fee's	\$ 25.00	134	\$ 3,350.00	
Total Revenue			\$ 19,550.00	
Net Revenue - Expense			\$ (19,252.84)	
Estimated Revenue 2024	Price	Quantity	Total	
Revenue from ID Card Fee's (Occupants)	\$ 25.00	282	\$ 7,050.00	
Revenue from ID Card Fee's (Lost)	\$ 125.00	366	\$ 45,750.00	
Revenue from Non-Returned ID Card Fee's	\$ 125.00	134	\$ 16,750.00	
Total Revenue			\$ 69,550.00	
* In 2023, expenses for printer supplies, maintainance and replacement, totaled \$38,802.84.				
* In 2023, revenue reflects a shortfall of \$19,252.84.				
* Projected revenue in 2024 with the increase of ID Card fee to \$125 is \$69,550.00.				

Prepared By: Patty Kurzet, Membership Services Coordinator

Reviewed By: Tom Siviglia, Security Operations Manager
Pam Jensen, Controller
Pamela Bashline, Community Services Manager
Jeff Spies, Community Services Supervisor

ATTACHMENT(S)

Attachment 1: Resolution G-94-100
Attachment 2: Resolution G-95-18
Attachment 3: Resolution G-96-103
Attachment 4: Resolution 90-18-35
Attachment 5: Resolution 90-24-XX

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RESOLUTION G-94-100
Adopted November 1, 1994

Policy for Resident Identification Cards for Non-Owner Occupants

WHEREAS, Resident Identification Cards are presently issued to resident owners and occupants approved for residency with a qualifying resident which entitles said occupant to all the privileges enjoyed by residents except voting in mutual elections; and

WHEREAS, the Administrative Transfer Fee covers the cost associated with the issuance of identification cards to resident owners, no charge has been made for processing the application for and issuance of identification cards for non-owner occupants; and

WHEREAS, non-owner occupants are required and informed via information letters of the advisability of returning said identification cards at the time residency is terminated but many occupants fail to do so, which may result in unauthorized entry to the community and/or use of community facilities; and

WHEREAS, the board of directors of this corporation believes it is in the best interest of the corporation and its members to institute a monetary incentive to encourage return of occupant's identification cards;

NOW THEREFORE BE IT RESOLVED, that the board of directors of this corporation hereby adopts the following policy with regard to Resident Identification Cards for non-owner occupants

- 1) (Note: this policy does not apply to bona fide lessees)
- 2) Said policy is to take effect January 1, 1995, via the 1995 Fee Schedule using the following criteria:
 - a) A \$25.00 fee is hereby established, chargeable to the owner for each non-owner occupant identification card issued on or after January 1, 1995;
 - b) A \$15.00 refund shall be made to the owner when the non-owner occupant's identification card (only for cards issued after January 1, 1995) is surrendered to the Business Office at the termination of residency.
 - c) The fee for issuance of Resident Identification Cards to non-owner spouses of vested owners and Trustors shall be waived; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized and directed to take such action as is deemed necessary to implement said policy, effective January 1, 1995.

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RESOLUTION G-95-18

Adopted March 7, 1995

WHEREAS, Resolution G-94-62 adopted on August 2, 1994, established a \$25 fee for lost identification cards based on the time and cost involved in making replacement cards; and

WHEREAS, the aforementioned resolution did not address certain circumstances such as theft;

NOW THEREFORE BE IT RESOLVED, that the board of directors of this corporation hereby authorizes its managing agent to impose the \$25 replacement identification card for lost identification cards EXCEPT in the instances where an individual presents a theft report from a bonafide police agency or the Leisure World Security Division to the Business Office of the managing agent; and

RESOLVED FURTHER, that in the instances where an individual produces evidence that the lost identification card has been subsequently found, that individual will be refunded \$15; and

RESOLVED FURTHER, that Resolution G-94-62, adopted on August 2, 1994, is hereby superseded and canceled; and

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

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RESOLUTION G-96-103
Adopted December 3, 1996

\$10 Lessee ID Card Renewal Fee

WHEREAS, it has been a long-time practice to issue Lessee ID Cards up to a maximum of 12 months and if the leases are executed for more than 12-months, the Lessee must have his ID card renewed at the end of each 12-month period; and

WHEREAS, the ID Card renewal fee established by GRF has been \$20.00 and it has been determined that the actual cost of postage and materials to notify the lessee to renew the card is less than \$20.00 (subsection (c) of Civil Code 1368 requires that such costs be limited to the actual costs of the work performed); and

WHEREAS, with the implementation of the new photo ID Card program makes the issuance of a new card with a lease extension unnecessary or if the card requires renewal, year and month stickers denoting the end of the lease period will continue to be affixed;

NOW THEREFORE BE IT REVOLVED, that the fee shall be reduced to \$10.00 effective January 1, 1997; 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 the resolution.

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RESOLUTION 90-18-35

Non-Return Fee of Identification Card Fee (ID)

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

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

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

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

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

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RESOLUTION 90-24-XX**GRF ID Card Fees**

WHEREAS, the Golden Rain Foundation requires that all approved residents residing in the Village carry an ID card with them at all times; and

WHEREAS, the Community Services Division issues ID cards when a resident is approved to reside in the unit; and

WHEREAS, all owners/members, non-owner occupants, and tenants are required to return their ID cards at the time residency is terminated, and failure to do so may result in unauthorized entry into the community; and

WHEREAS, all GRF ID card fees should be identified in one resolution and placed on the website to provide transparency and improve communications;

NOW THEREFORE BE IT RESOLVED, April 2, 2024, that the Board of Directors of this corporation hereby establishes the following fee schedule related to processing new and non-returned ID cards:

Card Status	Fee
New ID card for non-owner occupant	\$25
New ID cards for new resident owners/members	No charge
New ID cards for lessees, sublessees, renters, lodgers	Included in application processing fee
ID card renewals (Lessees and Mutual Fifty)	No charge
Non-return or failure to surrender ID card	\$125
Unverified lost, destroyed, or stolen ID cards not returned	\$125
Replacement card for verified lost or destroyed cards, and stolen ID cards with the presence of a police theft report	\$25

RESOLVED, Resolution G-94-100 adopted November 1, 1994; Resolution G-95-18 adopted March 7, 1995; Resolution G-96-103 adopted December 3, 1996; and Resolution 90-18-35 adopted August 7, 2018 are hereby superseded and cancelled; and

RESOLVED FURTHER, that the fee schedule shall be placed on the website; and

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

MARCH INITIAL NOTIFICATION: 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied.

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ENDORSEMENT (to GRF)

Community Activities Committee voted to deny the Champagne Pops Series (operated by PCE) Request for Exception to GRF Recreation Policy

A motion was made to recommend Champagne Pops Series request for exception to the GRF Recreation Policy and if opposed, determine if alternative options should be considered.

Motion failed 1-6. Director Milliman was in favor.

A motion was made to recommend offering a 70/30 split of profits for 2025 only for the PCE Champagne Pops Series.

Motion failed 1-6. Director Milliman was in favor.

PCE has requested an appeal of the CAC denial. PCE was granted the opportunity to appeal to the GRF board.

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STAFF REPORT

DATE: April 2, 2024

FOR: Board of Directors

SUBJECT: Champagne Pops Series Request for Exception to GRF Recreation Policy

RECOMMENDATION

Review resident request for exception to the Golden Rain Foundation (GRF) Recreation Policy (Attachment 1) allowing PCE, a resident business, to profit from the Champagne Pops Series for 2025 and 2026; and if opposed, determine if an alternative option should be considered.

BACKGROUND

The Champagne Pops Series includes four concerts that are held annually at the Performing Arts Center, attracting an average attendance of 740 per show in 2023. The series entertainment and logistics are coordinated and paid for by PCE, a resident business, which pays the exception room rental rate and generates a profit benefitting the resident. In approximately 2008, PCE was granted verbal permission to conduct the series and an annual contract has been executed, but this exception to the GRF Recreation Policy was never formally approved by the Board of Directors. The GRF Recreation Policy states that facilities may not be used to conduct a business by individuals, and reservations by individuals may only be booked for private or social gatherings. Staff recently notified PCE that this process is not consistent with GRF Recreation Policy and would not be considered for future Performing Arts Center schedules.

On March 14, 2024, the Community Activities Committee denied the resident request for exception to the Golden Rain Foundation (GRF) Recreation Policy allowing PCE, a resident business, to profit from the Champagne Pops Series for 2025 and 2026

DISCUSSION

PCE is requesting an exception to the GRF Recreation Policy for 2025 and 2026 which would allow them to continue offering the series and pay the exception rental fees for the benefit of Laguna Woods Village residents. PCE anticipates continuing to offer Champagne Pops for two more years with the intent to hand over the series name and subscribers to GRF.

In an effort to bridge the gap between past verbal allowances and present policy, staff requested a counter proposal from PCE which ultimately was not considered because it did not financially benefit GRF. Staff proposed the idea of entering into a contract partnership with PCE, similar to the existing contract class procedure, which would increase revenue for GRF and allow for the popular series to continue while the resident transitions away from their business. A contract split would be 70% of net revenue/ticket sales to the contractor (PCE) and 30% to GRF, with the contractor being responsible for all bookings and hospitality and GRF responsible for administrative tasks including ticket sales, staffing and advertising. Room rental fees would no longer apply. The difference between the current contract and the contract split is the contract split would be considered a service to GRF (similar to a booking agent) and the series would become a GRF activity. The resident rejected the contract split offer and

requested that the current rental process be brought before the Community Activities Committee (CAC) and GRF Board to consider allowing the rental for two more years.

FINANCIAL ANALYSIS

It is estimated that the Champagne Pops Series nets approximately \$99,671 annually, based on 2023 ticket sales. The costs incurred by Champagne Pops for talent and hospitality are unknown. If the exception is granted, 2024 sales/revenue is estimated to remain approximately the same as listed in the following table:

2023 Champagne Pops Show	Exception Rental Rate for Auditorium (paid to GRF)	Staff Fees paid to GRF	Per Ticket Fee (\$.10 per ticket-paid to GRF)	GRF Revenue	Champagne Pops Revenue
1/28/2023	\$3,083 (piano tuning included)	\$1,178	\$73	\$4,334	\$24,769
2/25/2023	\$2,908	\$1,520	\$73	\$4,501	\$24,694
3/25/2023	\$2,908	\$1,615	\$78	\$4,601	\$26,429
4/29/2023	\$2,908	\$1,786	\$71	\$4,765	\$23,779
TOTAL	\$11,807	\$6,099	\$295	\$18,201	\$99,671

GRF 2023 revenue of \$18.2K represented an approximate 18% revenue split.

In comparison to the contract partnership that was offered, looking at past ticket sales, a 70/30 percentage contract split would generate approximately \$69,770 for Champagne Pops (70%) and \$29,901 for GRF (30%) for the four concerts. This represents an increase of approximately \$11,700 in revenue for GRF compared to 2023. This partnership would be a more equitable venture for GRF, however PCE rejected this compromise and is requesting an exception.

Prepared By: Alison Giglio, Recreation and Special Events Director

Reviewed By: Steve Hormuth, Financial Services Director
Catherine Laster, Services Manager

ATTACHMENT(S)

Attachment 1: GRF Recreation Policy (Room Reservations and Clubs/Groups/Organizations Excerpts)

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 a.m. and 10 p.m. seven days a week, except for New Year's Eve, which may be reserved until 1 a.m. Extended hours up to midnight may be scheduled with the facility supervisor three weeks in advance for Clubhouses 2 and 7; additional fees will apply for extended hours per the 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 setup.

Updated: 2-2-2022

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, signatures, addresses and telephone numbers of 20 residents requesting membership in the new club/group/organization.
2. Club status is limited to 250 clubs/groups/organizations; additional inquiries will be placed on a waitlist until space becomes available.
3. Compliance with GRF rules, policies and procedures, including the guest policy, must be a condition for membership in the club/group/organization.
4. The club/group/organization must be organized for educational, social, cultural, recreational or other nonprofit purposes. Activities geared toward minors are prohibited. All GRF policies supersede any written rules or governing documents of clubs/groups/organizations not directly in compliance with GRF policy.
5. 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 Recreation as a fundraiser.
6. 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:

Updated: 2-2-2022

6

- 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 (see Page 8, Fundraiser).

ENDORSEMENT (to Board of Directors)

Community Fitness Center Television Schedule

Review and recommend Board approval for a resolution for changes to the current Community Fitness Center television schedule to neutral programming.

A motion was made to recommend changes to the current Community Fitness Center television schedule to neutral programming.

Motion passed unanimously.

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STAFF REPORT

DATE: April 2, 2024
FOR: Board of Directors
SUBJECT: Community Fitness Center Television Schedule

RECOMMENDATION

Review and recommend a resolution for changes to the current Community Fitness Center television schedule to neutral programming.

BACKGROUND

The Community Fitness Center was moved from the third floor to the first floor in 2016 and televisions were added for the enjoyment of those using the Fitness Center. The following channels were initially added, but generated various complaints: Fox, MSNBC, Village TV, ESPN, Travel Channel and HGTV. After review by staff, the channels were changed to KABC, CNBC Financial Channel and CNN. These changes were tested with other channel choices and the omissions of Village TV, Travel Channel and HGTV were finalized.

Many resident complaints have ensued throughout the years, but complaints increase significantly during election seasons resulting in arguments between residents and staff being accused of election conspiracies if televisions do not display the news channel of the viewer's choice.

On March 14, 2024, the Community Activities Committee reviewed and recommended the changes to the current Community Fitness Center television schedule to neutral programming.

DISCUSSION

To be consistent with the recent Golden Rain Foundation (GRF) resolution for television programming at the Clubhouse 1 Drop-In Lounge, staff recommends the Community Fitness Center television channels be changed to neutral programming with no news channels.

Staff proposes the following viewing schedule:

	TV 1	TV 2	TV 3	TV 4	TV 5	TV6
6 a.m. to 9 p.m.	Nat Geo	CBS Sports Network	Destination America	History Channel	Travel Channel	ESPN

One channel per television per day is recommended to eliminate potential conflict with program choice, changing the channel mid-program, and to allow staff to focus on the fitness center users' safety. The users will not have access to the remote control and volume will remain off with closed-captioning enabled, as is current practice.

The variety of channels was selected as non-competitive and non-controversial. Staff will adhere to these channel selections with the option for discretionary change. The schedule will be posted near the television and is subject to change based on channel availability, closed-captioning availability or change in programming.

FINANCIAL ANALYSIS

None.

Prepared By: Peter Quan, Fitness Supervisor

Reviewed By: Alison Giglio, Recreation and Special Events Director
Catherine Laster, Services Manager

ATTACHMENT(S)

Attachment 1: Resolution 90-24-04 Drop-In Lounge Television Programming

Attachment 2: Resolution 90-24-XX Community Fitness Center TV Schedule



RESOLUTION 90-24-04

Drop-In Lounge Television Programming

WHEREAS, the Drop-In Lounge located at Clubhouse 1 is open seven days a week from 8 a.m. to 10 p.m. and is a gathering area for residents to have a cup of coffee, socialize, work on a jigsaw puzzle, read a magazine, conduct work and/or relax; and

WHEREAS, altercations and arguments occurred among residents who had conflicting viewing preferences and interests resulting in Security being called to the lounge on several occasions which hindered the enjoyment and necessitated the removal of the television for safety purposes on Monday, December 17, 2018; and

WHEREAS, on March 14, 2019, the Community Activities Committee passed a motion to reinstall the Drop-In Lounge television with restricted programming and closed captioning to Village Television (TV6); and

WHEREAS, since the reinstallation of the television, board members and staff continue to receive complaints regarding access to preferred programming and restriction of use of the remote for control of volume and channels; and

WHEREAS, staff proposes the following viewing schedule for the Drop-In Lounge television 8 a.m. to 10 p.m. each day, and the Community Activities Committee reviewed and recommended this Clubhouse 1 Drop-In Lounge television programming, on December 14, 2023:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
HGTV	National Geo	Turner Classic Movies	Food Network	Discovery Channel	TNT	Lifetime

NOW THEREFORE BE IT RESOLVED, February 6, 2024, that the Board of Directors of this Corporation hereby adopts the aforementioned Clubhouse 1 Drop-In Lounge television programming; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized to carry out this resolution as written.

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RESOLUTION 90-24-XX

Community Fitness Center Television Schedule

WHEREAS, the Community Fitness Center located at the Community Center moved from the third floor to the first floor in 2016 and televisions were added for the enjoyment of those using the Fitness Center; and

WHEREAS, many resident complaints have ensued throughout the years, but complaints increase significantly during election seasons resulting in arguments between residents and staff being accused of election conspiracies if televisions do not display the news channel of the viewer's choice; and

WHEREAS, on March 14, 2024, the Community Activities Committee reviewed and recommended changes to the Community Fitness Center television programming; and

WHEREAS, the variety of channels was selected as non-competitive and non-controversial and staff will adhere to these channel selections with the option for discretionary change; and

WHEREAS, the schedule will be posted near the television and is subject to change based on channel availability, closed-captioning availability or change in programming; and

WHEREAS, to be consistent with the recent Golden Rain Foundation (GRF) resolution for television programming at the Clubhouse 1 Drop-In Lounge, staff proposes the following viewing schedule for the Community Fitness Center television:

	TV 1	TV 2	TV 3	TV 4	TV 5	TV6
6 a.m. to 9 p.m.	Nat Geo	CBS Sports Network	Destination America	History Channel	Travel Channel	ESPN

NOW THEREFORE BE IT RESOLVED, April 2, 2024, that the Board of Directors of this Corporation hereby adopts the aforementioned Community Fitness Center television programming; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized to carry out this resolution as written.

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ENDORSEMENT (to board)

Maintenance & Construction Committee Charter

Guy West, Projects Division Manager, presented the revised and current committee charter for consideration by the committee.

A motion was made and unanimously approved to recommend the board approve the revised Maintenance & Construction Committee Charter.

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STAFF REPORT

DATE: April 2, 2024
FOR: Board of Directors
SUBJECT: Suggested Revisions to the Maintenance and Construction Committee Charter

RECOMMENDATION

Approve a resolution revising the Maintenance and Construction (M&C) Committee Charter.

BACKGROUND

The current M&C Committee Charter (Attachment 1) was approved by the Board of Directors on January 3, 2012. The Board periodically reviews the charters of all standing committees to ensure the roles and responsibilities of committees are consistent with current Board policies.

On February 14, 2024, the GRF M&C Committee voted unanimously to recommend the board approve the revised charter (Attachment 2).

FINANCIAL ANALYSIS

There is no financial impact as a result of the recommended Charter revisions.

Prepared By: Guy West, Projects Division Manager

ATTACHMENT(S)

Attachment 1 – Current M&C Committee Charter

Attachment 2 – Revised M&C Committee Charter Resolution 90-24-XX

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RESOLUTION 90-12-09

**GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
MAINTENANCE AND CONSTRUCTION COMMITTEE CHARTER**

WHEREAS, a Maintenance and Construction Committee has been established pursuant to Article 7, Section 7.1.1 of the Bylaws of this Corporation:

NOW THEREFORE BE IT RESOLVED, January 3, 2012 the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Committee, as follows:

1. Perform the duties and responsibilities imposed upon all standing committees as set forth in the current resolution entitled, "General Duties of Standing Committees."
2. Serve as liaison between the GRF Board and the Maintenance Division.
3. Review the capital requirements, service levels, and projected revenue related to the Maintenance Division and recommend appropriate action to the GRF Business Planning Committee.
4. Review all unbudgeted requests for programs or capital equipment originated by the Maintenance Division and recommend appropriate action to the Finance Committee.
5. Ensure that the real property, equipment and fixtures owned or leased by GRF are maintained as necessary to sustain a consistent level of performance to meet the requirements of the community.
6. Direct the managing agent to prepare specifications and contracts used for procurement of goods and services and review and modify design criteria as appropriate.
7. Direct the managing agent to implement capital plan projects per Board approved scope of work.
8. Determine policy governing ~~landscape design and~~ maintenance standards at GRF facilities with consideration given to aesthetics, maintenance and water requirements.

9. Work to promote the optimum and most efficient use of utilities at GRF Facilities.

RESOLVED FURTHER, that the Committee shall perform such other tasks as may be assigned by the GRF President or Board; and

RESOLVED FURTHER, that Resolution 90-06-01 adopted January 3, 2006 is here by superseded and cancelled.



RESOLUTION 90-24-XX

**GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
MAINTENANCE AND CONSTRUCTION COMMITTEE CHARTER**

WHEREAS, a Maintenance and Construction Committee has been established pursuant to Article 7, Section 7.1.1 of the Bylaws of this Corporation:

NOW THEREFORE BE IT RESOLVED, April 2, 2024, the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Committee, as follows:

1. Perform the duties and responsibilities imposed upon all standing committees as set forth in the current resolution entitled, "General Duties of Standing Committees."
2. Serve as liaison between the GRF Board and the Maintenance Division.
3. Review the capital requirements, service levels and projected revenue related to the Maintenance Division and recommend appropriate action to the GRF Board.
4. Review all unbudgeted requests for programs or capital equipment originated by the Maintenance Division and recommend appropriate action to the Finance Committee.
5. Ensure that the real property, equipment and fixtures owned or leased by GRF are maintained as necessary to sustain a consistent level of performance to meet the requirements of the community.
6. Direct the managing agent to prepare specifications and contracts used for procurement of goods and services and review and modify design criteria as appropriate.
7. Direct the managing agent to implement capital plan projects per Board approved scope of work.
8. Determine policy governing maintenance standards at GRF facilities with consideration given to aesthetics, maintenance and water requirements.

9. Work to promote the optimum and most efficient use of utilities at GRF Facilities.

RESOLVED FURTHER, that the Committee shall perform such other tasks as may be assigned by the GRF President or Board; and

RESOLVED FURTHER, that Resolution 90-12-09 adopted January 3, 2012 is here by superseded and cancelled.



Treasurer's Report for April 2, 2024 Board Meeting

Slide 1 – This first chart includes all revenues and expenses including those designated for reserves, including investment income, the transfer facility fees and the GRF reserve portion of the HOA fees.

Through the reporting period of February 29, 2024, GRF had net revenue of \$1.4M, with total revenue of \$8.7M and total expense of \$7.3M. GRF was better than budget by \$541K with total expenses coming in lower than budget by \$641K primarily due to less materials and supplies and cable programming costs than anticipated. This was partially offset by revenue coming in lower than budget by (\$100K) primarily due to lower trust facilities fees as a result of lower resales than anticipated year to date.

Slide 2 – The next chart displays the Operating Fund, which excludes the non-operating revenues, expenses and depreciation. This report shows a favorable variance of \$582K through the reporting period, with expenses better than budget by \$641K, offset by non-assessment revenue worse than budget by (\$59K).

Slide 3 – This slide shows our most significant operating only variances by category with green bars representing favorable variances to budget, and orange bars representing unfavorable items.

Favorable. Overall, we had favorable variances in:

- Materials & supplies \$218K due to an over accrual of materials in 2023 in for Maintenance and Construction, General Services, and Mail Room supplies. In addition, supplies are not yet needed for items such as computers and monitors for various departments, and fleet maintenance supplies such as tires, tubes, valves.
- Cable programming/franchise fees of \$158K due to TV programming contract re-negotiations that assumes a lower number of billable households and will result in savings for the remainder of the year.
- Clubhouse rentals and event fee revenue of \$102K due primarily to more event fee and room rental revenue at the Performing Arts Center (PAC) for events such as such as King of Queen, Jimmy's Buffet, and ABBA FAB tribute bands.

- Outside services of \$100K due to the timing of services not yet needed such as car washes and auto body repairs for GRF vehicles and Lyft ride requests for residents.

Unfavorable. Some offsetting unfavorable variances included:

- Broadband services revenue of (\$131K) Unfavorable variance primarily due to a Sponsorship generating program in Media and Communications that was anticipated to be launched in 2024 but has not yet occurred. In addition, clients continue to allocate less dollars to Cable TV advertising and instead towards other digital platforms.

Slide 4 – This slide shows our sources of revenue other than the assessments, such as fees and rentals. To date, we have received just under \$1.8M of non-assessment operating revenue, as shown on this pie chart. By category, we can see that our largest revenue is Broadband Services (i.e. internet, set top boxes, ad insertion, and premium channels), followed by Golf Revenue, Clubhouse Rentals & Event Fees, and Merchandise Sales. Other revenue, which includes Class Fees, Additional Occupant Fees, Sponsorship Income, RV Storage Fees, and Equestrian Center fees among others, amount to 17%. These revenues offset costs and help keep assessments down.

Slide 5 – The chart shows, as usual, our largest operating expense is compensation, followed by cable and programming expenses. Of the \$6.5M, excluding depreciation, these two categories account for 76% of the total Operating expense. Insurance, Professional and Legal, Utilities & Fuel, Outside Services, etc. make up the remaining 24%.

Slide 6 – The reserve and restricted funds adjusted balances are shown here.

- Starting with the 1st column on the left, reserve funds have a combined ending balance of: \$42.9M; restricted fund balances have an ending balance of \$4M. Included in this total are contributions received this year through assessments, trust facilities fees, and investment earnings.
- The 2nd column shows the work in progress of \$9.4M for reserve and \$43K for restricted, reflecting the amounts paid for projects not yet completed.
- The 3rd column represents the resulting “adjusted” fund balances of \$33.5M for reserve and \$3.9M for restricted.

Slide 7 – We have a slide here to show resale history from 2022-2024. Community-wide sales total 109 through February 29, 2024. Most of these transactions generate the Trust Facilities Fee (transfer fee), used as a source of revenue for our reserves.

Slide 8 –The listing on this slide gives you an idea where the reserve money is committed. Of the \$30.2M appropriated by the Board for various projects and equipment purchases, the

remaining encumbrances against our reserve funds is \$22.5M, primarily for renovation projects. There are currently no appropriations budgeted from restricted funds.

Slide 9 – We compare our “adjusted” fund balances to historical balances for the past five years on this next chart, showing that GRF has averaged \$29.6 million in reserve funds and \$2.9 million in contingency funds.

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GRF Financial Report

As of February 29, 2024



INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$5,813	\$5,813	\$0
Non-Assessment Revenue	\$2,907	\$3,007	(\$100)
Total Revenue	\$8,720	\$8,820	(\$100)
Total Expense	\$7,305	\$7,946	\$641
Net Revenue/(Expense)	\$1,415	\$874	\$541

GRF Financial Report

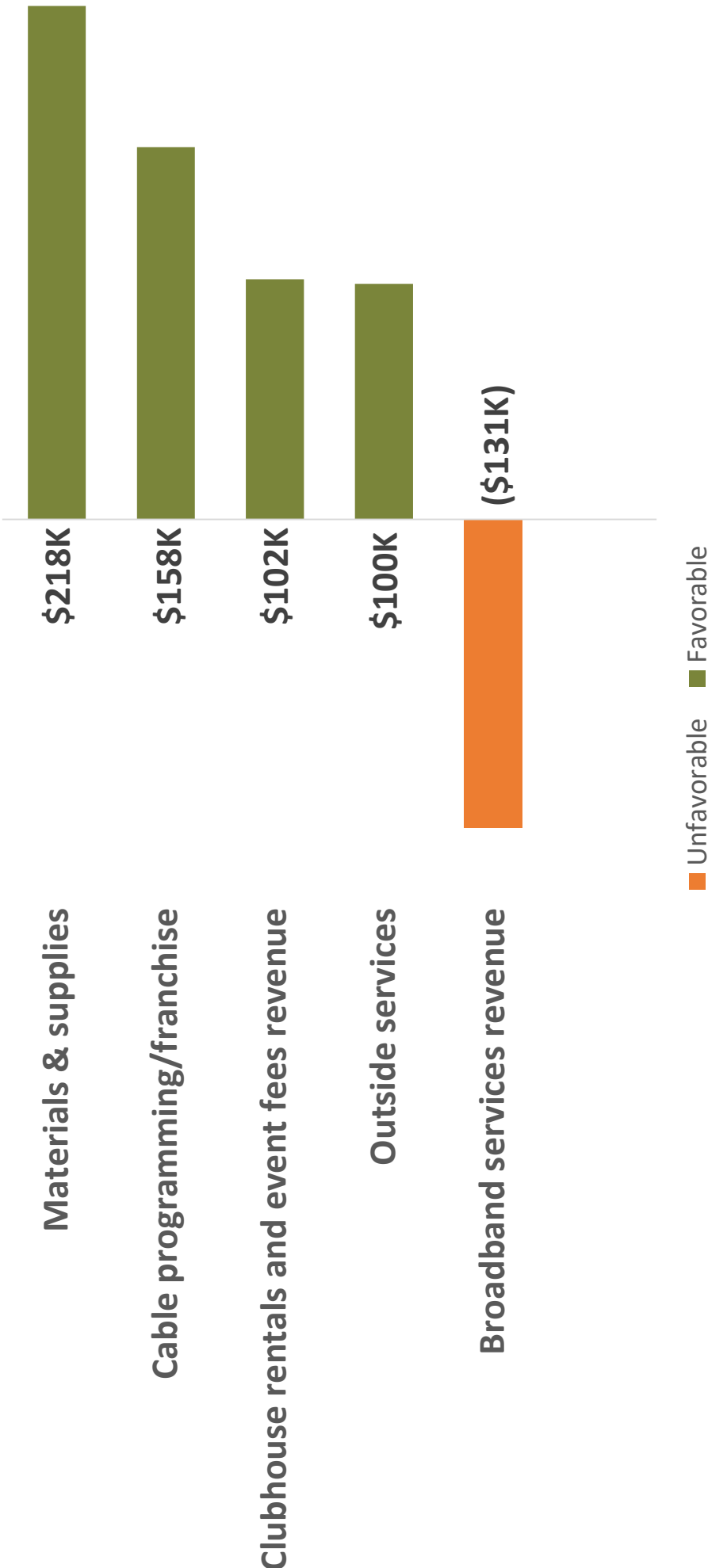
As of February 29, 2024



OPERATING ONLY INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$5,380	\$5,380	\$0
Non-Assessment Revenue	\$1,796	\$1,855	(\$59)
Total Revenue	\$7,176	\$7,235	(\$59)
Total Expense ¹	\$6,470	\$7,111	\$641
Operating Surplus/ (Deficit)	\$706	\$124	\$582
1) excludes depreciation			

GRF Financial Report

As of February 29, 2024
Operating Only

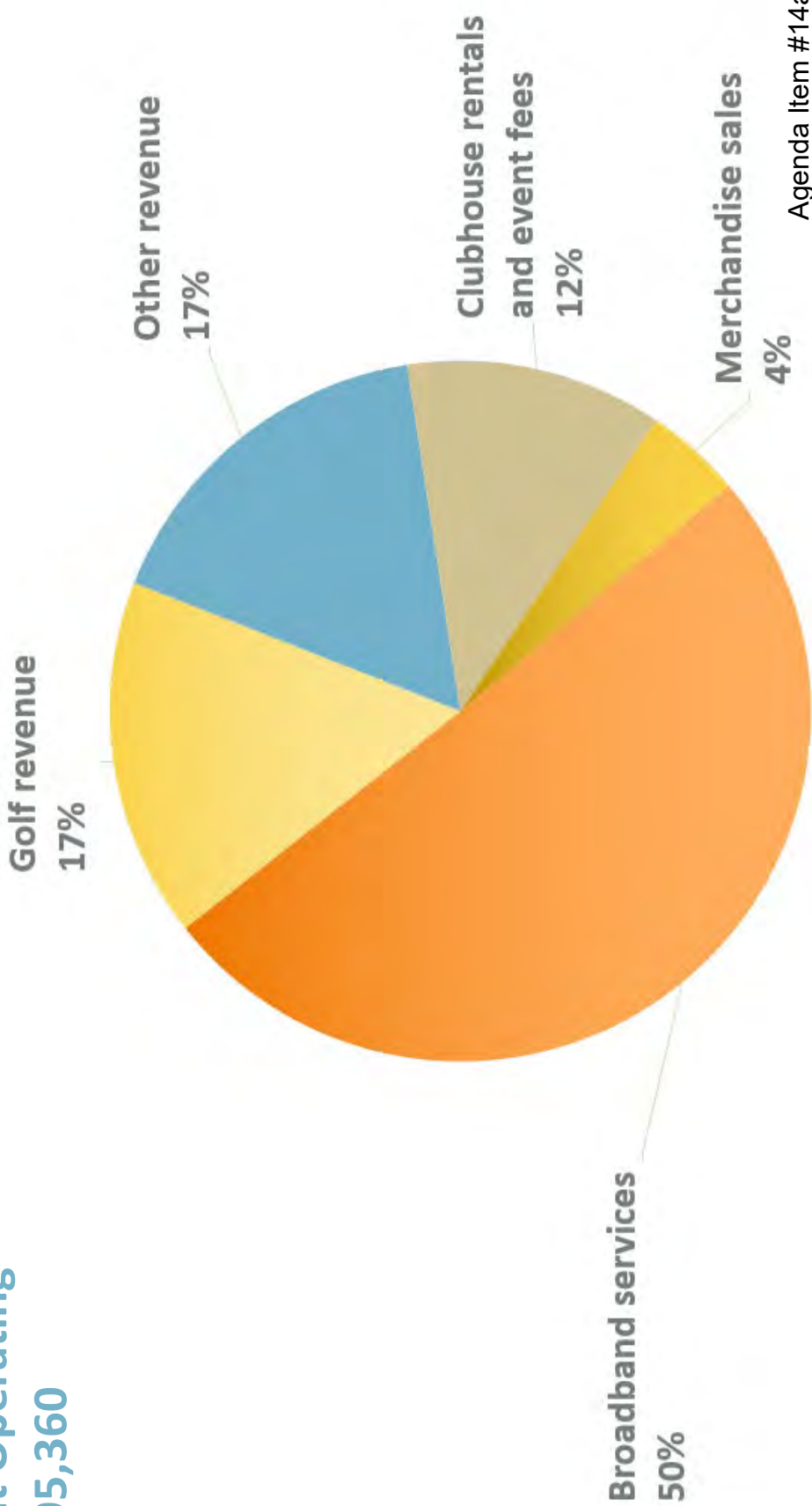


GRF Financial Report

As of February 29, 2024



**Total Non-assessment Operating
Revenue \$1,795,360**

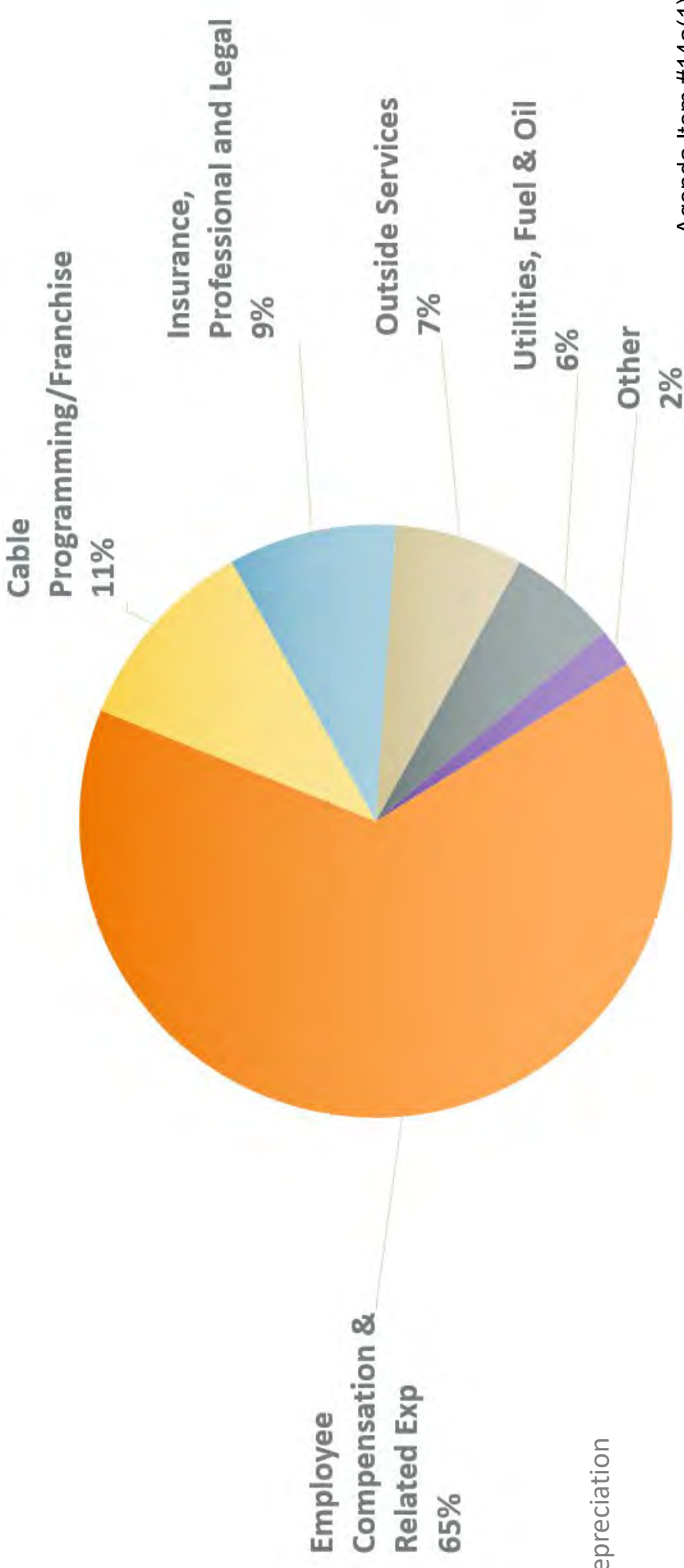


GRF Financial Report

As of February 29, 2024



**Total Operating
Expenses¹ \$6,469,647**



1) excludes depreciation

GRF Financial Report

As of February 29, 2024



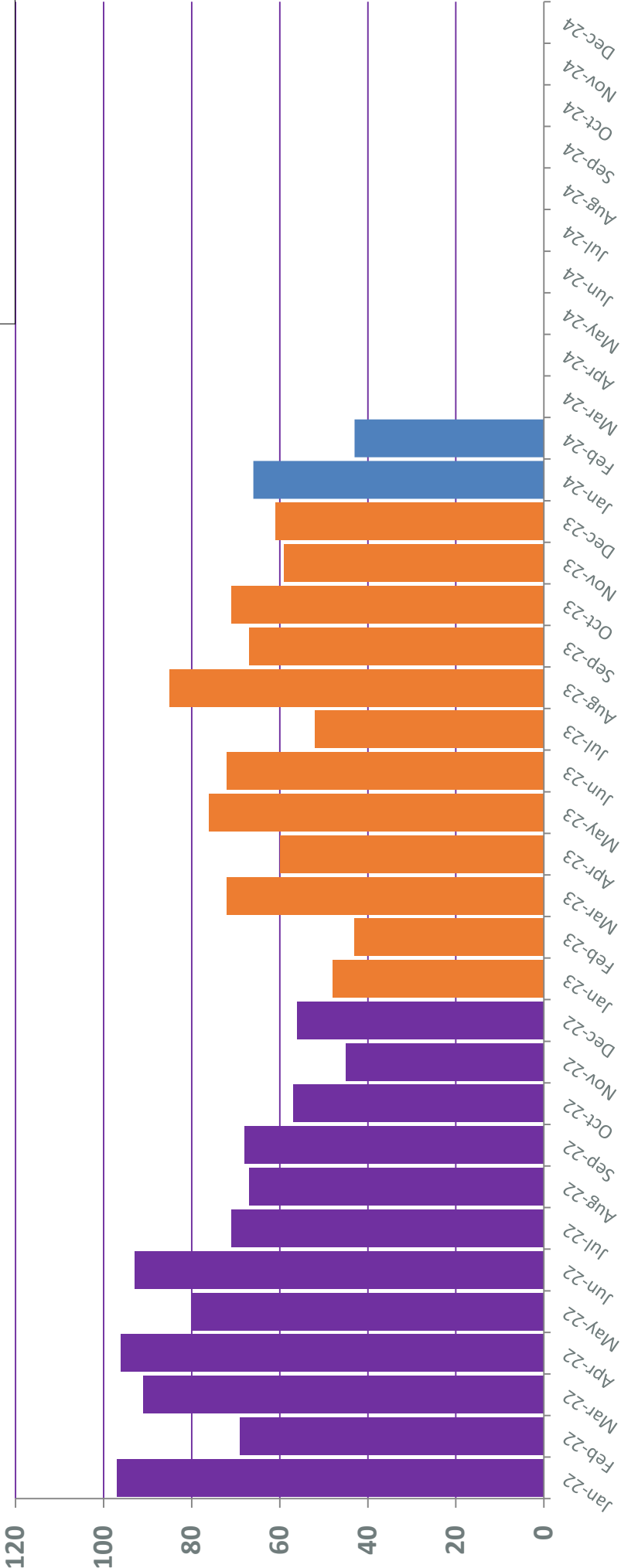
RESERVE FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment Fund	\$7,293	\$6,156	\$1,137
Facilities Fund	\$19,325	\$3,231	\$16,094
Trust Facilities Fee Fund	\$16,313	\$0	\$16,313
TOTAL	\$42,931	\$9,387	\$33,544
RESTRICTED FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Contingency Fund	\$3,980	\$43	\$3,937

GRF Financial Report

As of February 29, 2024

Resale History — Consolidated

	NO. OF RESALES	AVG. RESALE PRICE
YTD 2022	165	\$366,153
YTD 2023	91	\$372,468
YTD 2024	109	\$440,113



GRF Financial Report

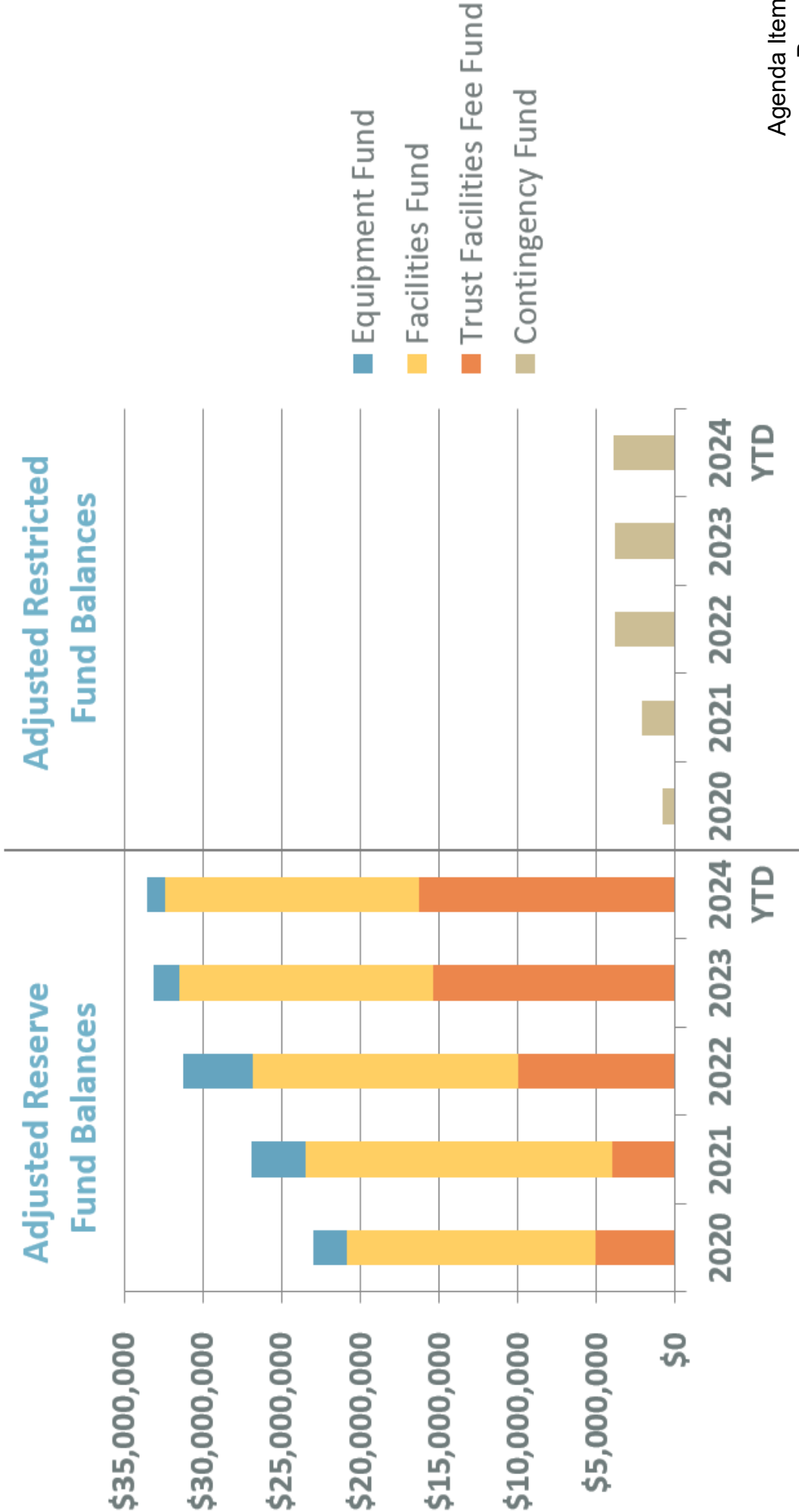
As of February 29, 2024



FUND ENCUMBRANCES (in thousands)				
	RESERVE FUNDS (EQF + FCF)		RESTRICTED FUND (CNF)	
Categories	Total Appropriations	Remaining Encumbrance	Total Appropriations	Remaining Encumbrance
Aquatics & Fitness	254	246	0	0
Broadband	450	450	0	0
Clubhouses	3,101	2,435	0	0
Computers	5,395	2,513	0	0
Equestrian Center	54	54	0	0
Garden Centers	50	50	0	0
Golf Facilities	1,064	642	0	0
Grounds & Misc	3,891	1,364	0	0
Other Equipment	30	19	0	0
Other GRF Facilities	10,959	10,300	0	0
Paving & Pavers	784	784	0	0
Roofing Projects	48	48	0	0
Security	36	10	0	0
Vehicles	4,116	3,620	0	0
TOTAL	\$30,232	\$22,535	\$0	\$0

GRF Financial Report

As of February 29, 2024



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FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, February 21, 2024 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: William Cowen – Chair, Martin Roza, Andy Ginocchio, Brad Rinehart, Thomas Tuning, Mickie Choi Hoe, Peter Sanborn

DIRECTORS ABSENT: Moon Yun

ADVISORS PRESENT: None.

STAFF PRESENT: Steve Hormuth, Jose Campos, Erika Hernandez

OTHERS PRESENT: GRF – Jim Hopkins, Egon Garthoffner
United – Alison Bok, Ellen Leonard
Third – Reza Karimi

Call to Order

Director William Cowen, GRF Treasurer, chaired the meeting and was called to order at 1:30 p.m.

Acknowledgement of Media

The meeting was streamed via Granicus and Zoom for members of the community to participate virtually.

Approval of Meeting Agenda

A motion was made to approve the agenda as presented. Hearing no objection, the motion to approve the agenda passed unanimously.

Approval of the Regular Meeting Report of December 20, 2023

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

Chair Remarks

Director Cowen thanked all members who participate in the finance meetings.

Member Comments (Items Not on the Agenda)

None.

Department Head Update

Steve Hormuth, Director of Financial Services, shared that the 2023 Financial Audit initiated on February 14, 2024 with a kick-off meeting held by the Audit Task Force with the KPMG representatives. They presented their annual audit services overview outlining expected timelines and procedural details.

Review Preliminary Financial Statements dated December 31, 2023

The committee reviewed the financial statements dated December 31, 2023. Multiple Questions were addressed and noted by staff.

Endorsement from Standing Committees

None.

Future Agenda Items

RV Fees

Traffic Fees

Committee Member Comments

None.

Date of Next Meeting

Wednesday, April 17, 2024 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 2:32 p.m.

DRAFT

William Cowen, Chair

OPEN MEETING

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

Thursday, March 14, 2024 – 1:30 p.m.
Board Room/Virtual Meeting

MEMBERS PRESENT: Yvonne Horton, Chair, Joan Milliman, Mark Laws, Andy Ginocchio, Alison Bok, Sue Quam, Sue Stephens
Dennis Boudreau, Ajit Gidwani, Elsie Addington

MEMBERS ABSENT: Ellen Leonard, Cush Bhada, both excused

OTHERS PRESENT: Juanita Skillman, Reza Karimi, Georgiana Willis, Martin Roza, Jim Hopkins, Ed Elwell

STAFF PRESENT: Alison Giglio, Jennifer Murphy, Jackie Chioni, Laura Cooley, Tom McCray, Peter Quan, Dan Yost

Call to Order

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

Acknowledgement of Media

There was no press present.

Approval of Agenda

Director Laws made a motion to approve the agenda. Director Quam seconded.

Motion passed unanimously.

Approval of Committee Report for February 8, 2024

Director Ginocchio made a motion to approve the report. Director Quam seconded.

Motion passed unanimously.

Chair's Remarks

Chair Horton stated Saddleback College Emeritus Institute provided the 2024 summer program of classes to the community and encouraged residents to register for the summer session.

Report of the Recreation and Special Events Director

Ms. Giglio reported the following Recreation Department highlights: Pool 2 will be closed until April due to annual maintenance; Pool 1 will remain closed during the Clubhouse 1 renovation with Pool 6 open seasonally early to accommodate more swimmers; the Valentine's Day Dinner and Dance had 140 attendees; the Equestrian Center safety gate is fully functional; Library volunteers greeted 2,148 visitors while working 833 hours; in February, 35 residents signed up for catalog access and 2,755 items have circulated through the front desk which is a bit lower due to rain and President's Day holiday; the Memorial Day event ticket model strategy will change to a free ticket in lieu of the past donation of \$5.

Ms. Giglio reported the following Clubhouse 1 renovation project update: the project started on March 4 as scheduled with groups and staff settling in to their new spaces; the guest policy for pickleball and tennis will change to one guest during the Clubhouse 1 renovation to accommodate resident play as courts are being shared between racket sports; Clubhouse 6 is fully functional with reservations moved from Clubhouse 1 to this facility; Community Fitness Center is busy from 9 a.m. to 1 p.m. with all residents accommodated however there are not many users after 8 p.m. and hours may be adjusted; Clubhouse 5 has a fitness room available from 5:30 a.m. to 9 p.m.

Ms. Murphy stated the following upcoming events: the sold out St. Patrick's Day dinner will be held on March 17 at Clubhouse 5; the free Monday movie at the Performing Arts Center on March 18 will be *Oppenheimer* with showtimes at 2 and 7 p.m.; the Health and Wellness Expo will be hosted at Clubhouse 5 on March 23 from 10 a.m. to 1 p.m.; the Neil Diamond tribute concert will be hosted at the Performing Arts Center on March 23 at 7:30 p.m.; the Easter Eggstravaganza will be hosted at the Equestrian Center on March 30, 9 to 11 a.m.; the Easter Buffet will be held at Clubhouse 5 on March 31 at 1 p.m.; Clubhouse 5 will host the Village Bazaar on April 6, 10 a.m. to 2 p.m.

Mr. McCray reported the following: damage from current weather at the golf course is being addressed; a project to approve receding greens has begun; a work order has been submitted to address the Par 3 flooding issue due to gutters and drains from nearby manors which are flowing onto the course; a Ping demo day is happening today at the golf course; many demo days were able to be scheduled during the rain with an agreement with an offsite vendor; the ProAm tournament will be hosted in May; the Garden Centers recorded minimal damage from today's wind event and will be addressed; many plots continue to be rented and the Garden Center staff is starting a gleaning program to assist those unable to harvest in a timely manner.

Member Comments (Items Not on the Agenda)

Members were called to speak on the following: request to change tennis court time allotment to 1.5 hours; request to change current tennis reservation system; request for green waste receptacles to be enlarged to regular dumpster size at Garden Center 2 and place the same receptacles throughout the community; excessive amount of weeds at resident's neighboring garden plots; thank you to the CAC committee for what they do for the community; apology for miscommunication of protocol; poor condition of Par 3 holes 1 and 2; thank you to staff for Par 3 hole 6 drainage issue resolution; request for Calvary Chapel High School girls tennis team to utilize the Laguna Woods Village tennis courts from 3 to 6 p.m., Monday through Thursday during their tennis season for \$2600 per month; request for staff to review the resolution regarding no sales of product/service as there was an ad on Village TV for a local financial planning meeting to be held within Laguna Woods Village.

Discussion ensued.

CONSENT

Director Milliman made a motion to approve the consent calendar. Director Laws seconded.

Motion passed unanimously.

REPORTS

2023 Utilization Review – Ms. Giglio presented the 2023 utilization chart.

Discussion ensued.

Review of CAC Charter – Discussion ensued.

Staff was directed to make redline change of adding “new” before fees to #10 and bring as a staff report for approval at the next CAC meeting on April 11.

ITEMS FOR DISCUSSION AND CONSIDERATION

Champagne Pops Series Exception Request – Ms. Giglio stated the staff report.

Director Milliman made a motion to recommend Champagne Pops Series request for exception to the GRF Recreation Policy and if opposed, determine if alternative options should be considered. Director Bok seconded.

Discussion ensued.

Motion failed 1-6. Director Milliman was in favor.

Director Milliman made a motion to recommend offering a 70/30 split of profits for 2025 only for the PCE Champagne Pops Series.

Discussion ensued.

Motion failed 1-6. Director Milliman was in favor.

Resident Request to Construct a Horseshoe Pit - Ms. Giglio stated the staff report.

Director Laws made a motion to deny the resident request to construct a horseshoe pit. Director Bok seconded.

Discussion ensued.

Motion passed unanimously.

Community Fitness Center Television Schedule – Ms. Giglio stated the staff report.

Director Quam made a motion to recommend Community Fitness Center television channels be changed to neutral programming with no news channels. Director Milliman seconded.

Discussion ensued.

Member was called to speak regarding the following: in favor of changing channels in the Community Fitness Center.

Motion passed unanimously.

ITEMS FOR FUTURE AGENDAS

Reservation System Review – Staff was directed to keep this item under Items for Future Agendas.

Recreation Policy Review – Staff was directed to keep this item under Items for Future Agendas.

Aquadettes Show – Staff was directed to keep this item under Items for Future Agendas.

Dog Licensing Event - Staff was directed to keep this item under Items for Future Agendas.

CONCLUDING BUSINESS

Committee Member Comments

Director Laws inquired as to adding tennis rules to future agendas.

Staff was directed to add Review of Tennis Center Operating Rules to Items for Future Agendas.

Director Ginocchio inquired as to if Pool 5 is a salt water pool. Ms. Giglio stated the proper machinery to make this possible is not operational, but staff is assessing to have it repaired.

Director Quam acknowledged Millie Brown for her work with Champagne Pops Series, however the committee must vote with regard to the community best interest. She requested more education on how clubs utilize the Performing Arts Center and what compensation is received for its use.

Director Bok inquired as to what standards are applied to the resident requests. Ms. Giglio stated the process.

Director Stephens thanked Recreation staff for doing an excellent job at all times.

Advisor Boudreau stated the Champagne Pops Series agreement was made by Mr. Hudson, a previous CEO. He stated the CEO and VMS do not make decisions for GRF facilities.

Advisor Gidwani thanked the committee for running the show so well and thanked staff for the phenomenal job done with Clubhouse 1 relocations due to the renovation.

Advisor Addington stated Mr. Hudson did not come 16 years ago. Ms. Murphy stated the previous HOA was PCM which became Associa. Laguna Woods Village is now a self-managed community.

Chair Horton invited the Community Activities Committee to attend a special Equestrian Center tour that will be held on Monday, April 15 at 1 p.m. She stated regular tour hours.

Chair Horton instructed committee members to email Ms. Chioni if interested in joining the tour.

A discussion ensued regarding the special open meeting requirement for this tour.

Staff was directed to email the committee with clarification of open meeting parameters.

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held both in the board room and virtually via the Zoom platform at 1:30 p.m. on Thursday, April 11, 2024.

Adjournment

There being no further business, the Chair adjourned the meeting at 3:41 p.m.

Yvonne Horton

Yvonne Horton, Chair



OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
LANDSCAPE COMMITTEE
WEDNESDAY, February 14, 2024 – 2:00 P.M.
BOARD ROOM / VIRTUAL MEETING
Laguna Woods Village Community Center
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair – Juanita Skillman, Ira Lewis, S.K. Park, Sue Quam, Glenn Miller, Anthony Liberatore, Yvonne Horton

COMMITTEE MEMBERS ABSENT: Cush Bhada

OTHERS PRESENT:

ADVISORS PRESENT: Donna Rane-Szostak

STAFF PRESENT: Kurt Wiemann, Megan Feliz

1. Call Meeting to Order

Chair Skillman called the meeting to order at 2 p.m.

2. Acknowledgment of Media

No formal press was present.

3. Approval of the Agenda

Director Lewis made the motion to approve the agenda. Director Park seconded the motion. The agenda was approved without objections.

4. Approval of the Meeting Report for November 8, 2023

Director Park made the motion to approve the agenda. Director Lewis seconded the motion. The report was approved without objections.

5. Chair Remarks

Chair Skillman stated that Chair Bhada is still out of town, and she will be chairing this meeting. Director Skillman shared information about AB 1572 and the spotlight article in the El Toro Water District Newsletter Laguna Woods Village received.

6. Department Head Update

Mr. Wiemann provided an update on the completion of the Monkey Puzzle Tree trimming project. While the crews were in the area working they removed some dead wood off the 200-year-old Sycamore tree.

6a. Charging Station Update

An update was provided letting everyone know the project is moving along, albeit slowly. They are currently waiting on the plans to be approved with the city. The landscape department have been testing the batteries life in the field.

6b. Sprinkler Update

Mr. Wiemann notified everyone the new irrigation system is fully functional, and they are working with ETWD on the final rebates.

6c. Clubhouse 1

Clubhouse 1 is going under renovation starting in March. Mr. Wiemann informed the committee that all landscape was removed from the area. This was done so the plants do not get trampled and ruined. The area will be gated in, so there is no way to tend to the plants during the construction. Once, the renovations are complete the staff will come in and renovate the landscaping.

Items for Discussion and Consideration

7. Aliso Creek Update

Mr. Wiemann gave an informative update on the Aliso Creek clean up. They removed some willows and cattails that were impeding the flow of the creek. He informed the committee they are estimating only needing to perform a major cleanup in the creek three times each year, due to the diligent work that has been done recently.

8. Member Comments (Items Not on the Agenda)

One member voiced concern about the horse trails and the need for plant replacement along them.

9. Response to Members Comments

Mr. Wiemann responded to the member comment.

Concluding Business:

10. Committee Member Comments

Several comments were made.

11. Date of Next Meeting – Wednesday, May 8, 2024 at 1:30 p.m.

12. Adjourned at 2:20 p.m.

Juanita Skillman, Chair

Cush Bhada, Chair
Kurt Wiemann, Staff Officer
Telephone: 949-268-2565

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OPEN MEETING

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

**Wednesday, February 14, 2024 – 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Yvonne Horton – Chair, Gan Mukhopadhyay, Ralph Engdahl, SK Park, Alison Bok, Pearl Lee, Sue Stephens

OTHERS PRESENT: **GRF:** Egon Garthoffner
UNITED: Ellen Leonard
Advisors: Bill Walsh, Ajit Gidwani

STAFF PRESENT: Guy West – Staff Officer & Projects Division Manager,
Heather Ziemba – Projects Administrative Coordinator

1. Call to Order

Chair Horton called the meeting to order at 9:31 a.m.

2. Acknowledgement of Media

Chair Horton noted that no media was present.

3. Approval of the Agenda

The agenda was approved as written.

4. Approval of Meeting Report from December 20, 2023

Hearing no objection, the meeting minutes were approved by unanimous consent.

5. Chair's Remarks

None.

6. Department Head Update

Mr. West announced that there will be a GRF Clubhouse Renovation Ad Hoc Committee meeting on February 27, 2024, at 1:30 p.m.

7. Member Comments

A member commented on water drainage in the community during rain events.

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.

The consent calendar was approved unanimously.

8. Project Log

9. ChargePoint Summary

10. 2023 4th Quarter Clubhouse Inspection Report

Items for Discussion and Consideration:

11. Updates to Committee Charter

A motion was made and unanimously approved to accept the updates to the committee charter as written.

12. Broadband HVAC Update

Mr. West provided a PowerPoint presentation on the current status of the Broadband HVAC project. Advisor Walsh commented on the new HVAC system's energy usage.

13. Equestrian Center Security Gates & Fencing Update

Mr. West gave a PowerPoint presentation to show the progress of the installation of security gates and fencing at the Equestrian Center.

14. Clubhouse 2 Pool Deck Options

Mr. West gave a PowerPoint presentation to explain the options for the Clubhouse 2 pool deck project. The committee discussed the three options. Mr. West answered questions from the committee. Director Bok made a motion to create an RFP with the option for pavers. Director Stephens seconded. The motion passed by a 6/1/0 vote (Director Park voted against).

15. Clubhouse 1 Project Update

Mr. West showed the committee the layout of the fencing and temporary alternate transportation hub to be used while Clubhouse 1 is under construction.

Future Agenda Items: *All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.*

- EMS Status Update
- MelRok Energy Management System

Concluding Business:

16. Committee Member Comments

Director Lee commented on her enthusiasm for the Clubhouse 1 project to begin.

17. Date of Next Meeting: Wednesday, April 10, 2024 at 9:30 a.m.

18. Adjournment – The meeting was adjourned at 10:49 a.m.


Yvonne Horton, Chair

Yvonne Horton, Chair
Guy West, Staff Officer
Telephone: 949-597-4625

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OPEN MEETING

**REPORT OF THE REGULAR OPEN MEETING OF THE
GOLDEN RAIN FOUNDATION
CLUBHOUSE RENOVATION AD HOC COMMITTEE**

**Tuesday, February 27, 2024 at 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room & Virtual with Zoom**

REPORT

MEMBERS PRESENT: Egon Garthoffner – Chair, Gan Mukhopadhyay – Co-Chair, Alison Bok, Ellen Leonard, Reza Karimi, Andy Ginocchio

MEMBERS ABSENT: Anthony Liberatore, Ralph Engdahl

OTHERS PRESENT: **GRF:** Juanita Skillman

STAFF PRESENT: Guy West – Projects Division Manager, Alison Giglio – Recreation and Special Events Director, Jennifer Murphy – Recreation Manager, Heather Ziemba – Projects Administrative Coordinator

1. Call to Order

Chair Garthoffner called the meeting to order at 1:31 p.m.

2. Acknowledgment of Media

Chair Garthoffner noted that the meeting was being broadcast on Granicus and Zoom and was being recorded.

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Report for March 15, 2023

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

None.

6. Member Comments (Items not on the Agenda)

Members commented on Item 2 (Acknowledgement of Media) and the policy regarding printed packets.

Items for Discussion:

7. Signs at Clubhouse 1

Chair Garthoffner read remarks he prepared regarding the club plaques that are displayed at Clubhouse 1. Discussion ensued. Members commented on the demand for plaques. Ms. Murphy provided information on the plaques. Chair Garthoffner advised the committee that he will get input from the GRF CAC on this item.

8. Clubhouse 1 Pool Lockers

Mr. West discussed the possible options for the replacement of the lockers in the Clubhouse 1 pool locker room. Ms. Giglio and Ms. Murphy answered questions about the current locker usage. A motion was made to accept the recommendation from staff to replace the lockers.

9. Clubhouse 1 Update

Mr. West displayed the fencing layout and bus traffic plan to be used during the construction at Clubhouse 1.

10. PAC Preliminary Interior Design

Mr. West showed a preliminary interior design presentation for the PAC restrooms that was provided by the interior designer for that project. A formal presentation by the interior designer will be scheduled for a later date.

11. Review Committee Charter

The committee discussed the charter revisions proposed by Chair Garthoffner. Further revisions will be made and shown at a future meeting per the committee's comments and suggestions on the proposed revisions.

Concluding Business:

12. Committee Member Comments

Director Karimi commented on the signs at Clubhouse 1.
Director Mukhopadhyay commented on blackout curtains to be installed at Clubhouse 1.

13. Date of Next Meeting: April 3, 2024 at 1:30 p.m.

14. Adjournment

The meeting was adjourned at 3:10 p.m.


Egon Garthoffner, Chair

Egon Garthoffner – Chair
Guy West – Staff Officer
Telephone: 949-268-2380

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REPORT OF THE REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION
BUILDING E SPACE PLANNING AD HOC ADVISORY COMMITTEE

Wednesday, March 6, 2024 – 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637

Board Room & Virtual with Zoom

Report

MEMBERS PRESENT: James Hopkins - Chair, Yvonne Horton, Cush Bhada, Alison Bok, Nancy Carlson, Reza Karimi, Tom Tuning, Andy Ginocchio, SK Park, Sue Stephens

MEMBERS ABSENT: Glenn Miller, Peter Sanborn

OTHERS PRESENT: **GRF:** Egon Garthoffner, Martin Roza, Juanita Skillman
UNITED: Maggie Blackwell

STAFF PRESENT: Manuel Gomez – Maintenance & Construction Director, Ian Barnette – Maintenance & Construction Assistant Director, Guy West - Projects Division Manager, Alison Giglio - Recreation and Special Events Director, Jennifer Murphy – Recreation Manager, Sandra Spencer – Department Administrative Assistant

1. Call Meeting to Order

Director Horton called the meeting to order at 1:30 p.m.

2. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

3. Approval of the Meeting Report from January 31, 2024

Hearing no objection, the meeting report was approved as written.

4. Remarks of the Chair

Director Horton commented that Chair Hopkins would be joining the meeting late and restated the goal of the ad hoc committee.

5. Member Comments – (Items Not on the Agenda)

- A member commented on the desire for additional pickleball courts.
- A member commented on space planning, Security Department operations and the Austin Co. space planning study.
- A member commented on the table tennis facility within the Community Center.

6. Response to Member Comments

Committee members responded to member comments.

7. Department Head Update

None.

8. 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.

9. Items for Discussion and Consideration

- a. Develop and Discuss Guiding Principles

Chair Hopkins joined the meeting at 2:05 p.m.

The committee discussed the summary of suggested guiding principles.

Director Bok made a motion, seconded by Director Tuning, for a plan to be developed by ad hoc committee members Nancy Carlson and Andy Ginocchio to utilize existing space within the Laguna Woods Community Center and clubhouses to consolidate staff and functions within the Village campus to be presented to the full committee on April 10, 2024. Discussion ensued.

Director Karimi left the meeting at 2:45 p.m.

Staff read additional member comments submitted via email regarding table tennis and pickleball.

The motion was passed by a vote of 5/4/1 (Director Karimi was not present for the vote).

Director Stephens presented a handout to the committee as a sample format for relocation option submissions.

b. Committee Member Input for Potential Relocation Options

The committee did not discuss the item.

10. Future Agenda Items: All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.

None.

11. Committee Member Comments

- Director Ginocchio looks forward to the final list of guiding principles.
- Director Bhada commented on his vote on the motion and the date of the next committee meeting.
- Director Tuning commented that he welcomes the suggestion of any and all solutions.
- Director Carlson commented that the committee is not married to a specific option.
- Chair Hopkins commented that he would edit the list of suggested guiding principles, that the two committee members should begin their work on a plan, that other committee members should continue to research solutions, and that there should be no change to the existing ad hoc committee meeting schedule.

12. Date of Next Meeting: Wednesday, March 20, 2024 at 1:30 p.m.

13. Adjournment: The meeting was adjourned at 3:15 p.m.


James Hopkins, Chair

James Hopkins, Chair
Manuel Gomez, Staff Officer
Telephone: 949-268-2380

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REPORT OF THE REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION
BUILDING E SPACE PLANNING AD HOC ADVISORY COMMITTEE

Wednesday, March 20, 2024 – 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637

Report

MEMBERS PRESENT: James Hopkins - Chair, Yvonne Horton, Cush Bhada, Alison Bok, Nancy Carlson, Reza Karimi, Tom Tuning, Andy Ginocchio, SK Park, Sue Stephens

MEMBERS ABSENT: Glenn Miller, Peter Sanborn

OTHERS PRESENT: **GRF:** Martin Roza, Juanita Skillman
UNITED: Maggie Blackwell
Third: Cris Prince

STAFF PRESENT: Manuel Gomez – Maintenance & Construction Director, Bart Mejia - Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Kurt Wiemann – Director of Field Operations, Alison Giglio - Recreation and Special Events Director, Jennifer Murphy – Recreation Manager, Sandra Spencer – Department Administrative Assistant, Heather Ziemba – Projects Division Coordinator

1. Call Meeting to Order

Director Hopkins called the meeting to order at 1:32 p.m.

2. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

3. Approval of the Meeting Report from March 6, 2024

Hearing no objection, the meeting report was approved as written.

4. Remarks of the Chair

Chair Hopkins thanked the audience for attending, provided a recap of the committee's prior discussions and board decisions, and reiterated that no solution has been formally presented to the committee. The next meeting of this committee will consider the process of selection or recommendation of the findings to the GRF Board. Chair Hopkins welcomed the comments of the members and acknowledged the presence of the media.

5. Member Comments – (Items Not on the Agenda)

None.

6. Response to Member Comments

None.

7. Department Head Update

Mr. Gomez commented that overflow seating was being arranged to accommodate the large number of attendees.

8. 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.

9. Items for Discussion and Consideration

a. Discuss Proposed Solutions

Director Bok presented the concepts outlined in her draft proposal included in the agenda packet and answered questions from the committee. Approximately 35 members commented on the current location for various village clubs. Several members of the committee provided additional input. Chair Hopkins stressed the importance of submitting input to the corporate boards and thanked members in the audience for their participation.

10. Future Agenda Items: All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.

None.

11. Committee Member Comments

- Director Carlson commented on the value of the members sharing their thoughts.
- Director Bok thanked the members for attending, sharing their opinions, thoughts and information.
- Director Tuning commented on the importance of looking at all the possible alternatives.
- Director Park thanked the members and commented on the importance of the security of the residents. Additionally, if any clubs are relocated, proper accommodations must be considered.
- Director Karimi commented that he heard many good ideas, there are lots of options, and the security of the people and staff are to be strongly considered.
- Director Stephens commented that work began on this topic in 2011.
- Director Horton commented on the needs of the Security Department, computer rooms, table tennis and available parking.
- Director Bhada commented that if a club needs to be moved to a new location, he would make sure it would be to a better location.
- Chair Hopkins commented that he learned a lot and that the process needs to continue.

12. Date of Next Meeting: Wednesday, April 10, 2024 at 1:30 p.m.

13. Adjournment: The meeting was adjourned at 3:30 p.m.


James Hopkins, Chair

James Hopkins, Chair
Manuel Gomez, Staff Officer
Telephone: 949-268-2380

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OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MEDIA AND COMMUNICATIONS COMMITTEE**

**Monday, January 15, 2024 – 1:30 p.m.
Board Room / Virtual Hybrid Meeting**

REPORT

Members Present: Chair Joan Milliman; Directors Maggie Blackwell, James Cook, Cris Prince, Peter Sanborn, Juanita Skillman, Georgiana Willis; Advisors Catherine Brians, Tom Nash, Carmen Pacella, Lucy Parker

Members Absent: Advisor Theresa Frost (excused)

Others Present: GRF President Jim Hopkins

Staff Present: Jennings Lai, Catherine Laster, Ellyce Rothrock

1. Call to Order

The meeting was called to order at 1:30 p.m. and a quorum was established by Chair Milliman.

2. Acknowledgement of Media

None present.

3. Approval of Agenda

Approved by unanimous consent.

During the Media and Communications report, Director Cook found a typo in the December 2023 iContact report on page 16 of 16 of agenda item 7. The open rate for the December 8 "What's Up in the Village" email blast was 54.85% not 554.80%, which changes the total open rate from 90.77% to 61.37%. The agenda will be corrected.

4. Approval of Report for September 18, 2023

Approved by unanimous consent.

5. Chair's Remarks

Chair Milliman welcomed the committee and introduced new member, Director Willis.

6. Member Comments

There were no member comments.

Items for Discussion

7. Media and Communications Report – Ellyce Rothrock

Ms. Rothrock highlighted from the Media and Communications Activities Report the various ways the Media and Communications Division communicates with Village residents, including, but not limited to:

- “What’s Up in the Village” weekly email blast
- lagunawoodsvillage.com
- The Village Breeze
- Targeted emails
- Special news emails
- Digital newsletters from the GRF, Third Mutual and United Mutual boards of directors
- Facebook posting
- Weekly press releases sent to the Globe
- CodeRED
- Literature racks throughout the Village
- Signage for all departments and divisions
- Village Television
- Village YouTube channel
- Message boards
- CEO reports at monthly board meetings
- CEO visits throughout the community
- Speaking engagements for department heads
- New resident orientation coordination
- Realtor open houses
- Maintenance and Construction and Manor Alterations open houses

Director Skillman asked about following up with individuals who unsubscribe from or complain about the electronic newsletters and a discussion ensued.

8. Website Ad Hoc Committee Report – Ellyce Rothrock

Ms. Rothrock updated the committee on discovery phase meetings between the contractor and staff, which have included discussions on creative strategy, user experience, design, navigation, wireframing, content migration, and resident and staff interviews. She listed some of the questions residents were asked in interviews conducted by contractor. Discussion ensued about the resident interviews.

Website Ad Hoc Committee meetings will resume once the discovery phase is complete and significant data can be shared from the discovery process.

9. Review of the Committee Charter – Joan Milliman

Chair Milliman discussed the restructuring of Media and Communications from a department to a division under the Office of the CEO. As such, the Television Studio, Broadband Services, Internet Services and Media Services are no longer under its purview and should be removed from the committee charter.

GRF President Hopkins stated that Broadband Services is now separate from Media and Communications and is in the process of becoming a standing committee. He took questions.

Chair Milliman read the charter and stated which phrases and paragraphs should be stricken. Discussion ensued.

Director Skillman stated that over the weekend HGTV ran ads for Village club events that advertised where to get tickets, but not that these events were for residents only. She stated that people have been showing up at the gates with tickets, but they are not residents or guests of residents. Discussion ensued about who should review ads to ensure they include a statement that these events are for residents and their guests only. Ms. Rothrock said she would discuss this with the TV Studio and Recreation. Advisor Parker recommended that staff from the TV Studio be part of this committee.

Director Cook recommended defining in the charter tasking in which the committee will be involved, such as the magazine and newsletters. Discussion ensued.

Ms. Rothrock clarified the content Media and Communications provides for TV6, including the message board and PowerPoint presentation decks to accompany appearances by directors, staff and outside entities like the City of Laguna Woods, the City of Laguna Beach and the Orange County Mosquito and Vector Control District.

Chair Milliman stated the committee will have a new charter before the next Media and Communications Committee meeting.

Director Willis asked about the impact of streaming on TV6 programming. Discussion ensued.

10. Goals for 2024 – Joan Milliman

Chair Milliman stated that the first goal is to create a new charter. Another is for more residents to receive their communications. Discussion ensued.

Director Skillman congratulated the PC Club for holding classes on how to use Village apps and the website. Ms. Rothrock concurred that the blast runs announcements of when those classes are held. Discussion ensued.

Advisor Brians asked whether the Village has an emergency notification system. Discussion ensued on CodeRED.

Director Cook recommended encouraging residents to go to a new resident orientation. Discussion ensued.

Items for Future Agendas

Revised Media and Communications Committee charter

Concluding Business

Committee Member Comments

Advisor Pacella thanked everyone for their hard work.

Director Sanborn, Director Blackwell and Advisor Parker reiterated the challenge of communications reaching everyone. Director Blackwell concurred with encouraging residents to attend a new resident orientation and suggested stating in the Globe that these orientations are open to all residents, but please RSVP first.

Ms. Rothrock stated the use of digital, television, print and social media platforms build redundancy of messaging. She introduced new staff member, Jennings Lai.

Ms. Lai stated the meeting and listening to everyone's comments was interesting.

Director Skillman asked when the January/February Village Breeze will be out. Ms. Rothrock stated the printer had some technical issues, but the magazine should be delivered by the end of the week.

Chair Milliman encouraged committee members to attend a new resident orientation and thanked everyone for attending today's meeting.

Date of Next Meeting – Monday, April 15, 2024, at 1:30 p.m.

Adjournment

Chair Milliman adjourned the meeting at 2:45 p.m.


Joan Milliman, Chair
Media and Communications Committee

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

Wednesday, February 7, 2023 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Juanita Skillman (Acting Chair), Ryna Rothberg, Alison Bok, Nancy Carlson, SK Park, Moon Yun, Sue Stephens, Elsie Addington (Advisor), Vashti Williams (Advisor)

OTHERS PRESENT: Ellen Leonard (United)

STAFF PRESENT: Robert Carroll, Angelo Ocampo, Erik Nunez, Francisco Perez, Sandra Spencer

1. Call to Order

Co-Chair Skillman called the meeting to order at 1:30 p.m.

2. Acknowledgment of Media

None present.

3. Approval of the Agenda

Hearing no objections, the agenda was approved by unanimous consent.

4. Approval of Meeting Report for November 6, 2023

The meeting report for November 6, 2023, was unanimously approved as written.

5. Chair's Remarks

Director Skillman commented that Director Rothberg requested that Director Skillman be the Co-Chair of the committee, effective immediately, and to chair this meeting specifically. Director Skillman requested review of the charter for Mobility and Vehicles Committee be included at the May meeting of the committee.

6. Member Comments (Items Not on the Agenda)

- A member commented on the Senior Mobility Program provided by the City of Laguna Woods.

7. Response to Member Comments

- Director Yun commented that he believes the Senior Mobility Program is a good program to use.

- Director Carlson commented on the habits of using the available transportation options.
- Director Park commented on the routes.
- Advisor Williams commented on the bus routes and how convenient it is for the residents.

8. Director's Report

Mr. Carroll provided the committee with an overview of the Laguna Woods Village transportation ridership for the Fixed-Route, Journey, and BOOST transportation programs.

Mr. Carroll provided information on ridership numbers for the Destination Shopping program. He also commented on Transportation updates, including new meeting schedules and targeted areas to increase awareness.

Staff also provided a map of Laguna Woods Transportation boundaries.

- Staff provided a list of GRF vehicles and specialty equipment units.
- Staff provided an update on where the transportation hub will temporarily operate.
- Director Bok requested a report detailing the cost of each program for 2024.
- Director Carlson requested a description of the titles on the graphs.
- Advisor Williams commented on the differences between each program.

Items for Discussion

9. 2024 Vehicle CIP – Security Vehicles Specification

Director Rothberg joined the meeting at 2:15 p.m.

- Director Bok made a motion to approve the security vehicles specification. Director Carlson seconded the motion. A discussion followed.
- Director Carlson commented on the addition of new security vehicles.
- Mr. Nunez commented on the utilization of the vehicles per employee and the factors involved in determining how many vehicles were needed to fully equip the Department.
- Director Skillman made a motion to approve the specifications of the security vehicles. The motion was seconded and the motion failed by a vote of 3/4/0.

- After further discussion, Director Carlson suggested the committee reconsider the vote and another vote was taken. Director Carlson moved the motion Director Bok seconded the motion and passed by a vote 5/2/0.

10. 2024 Vehicle CIP – Transportation Bus Specification

- Director Carlson made a motion to approve the transportation bus specifications. Director Rothberg seconded the motion and the motion passed by a vote of 5/2/0.

Items for Future Agendas:


- Review of the GRF Mobility and Vehicles Committee Charter

Concluding Business:

Committee Member Comments - None

Date of Next Meeting – Wednesday, May 1, 2024, at 1:30 p.m.

Adjournment - The meeting was adjourned at 3:32 p.m.


GRF Mobility and Vehicles Committee Meeting
February 7, 2024 15:57:00

Juanita Skillman
Co-Chair

Ryna Rothberg, Co-Chair
Juanita Skillman, Co-Chair
Robert Carroll, Staff Officer
Telephone: 949-597-4242

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

The Hybrid Model Meeting of the Security and Community Access Committee was held on Wednesday, February 28, at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Chair: Juanita Skillman, Maggie Blackwell, SK Park, Sue Stephens, Martin Roza, Nancy Carlson, Reza Karimi

MEMBERS ABSENT:

OTHERS PRESENT: Richard Raider- Via Zoom

STAFF PRESENT: Eric Nuñez, Alycia Magnuson, Carmen Aguilar, Daniel Lurie, Tom Siviglia
Pamela Bashline, Jeff Spies, Patricia Kruzet, Alison Giglio

1. CALL TO ORDER

Juanita Skillman, Chair, called the meeting to order at 1:32 p.m.

2. ACKNOWLEDGEMENT OF PRESS

Media via Zoom intermittent connection.

3. APPROVAL OF AGENDA

By way of consensus, the Committee approved the agenda.

4. APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the June 28, 2023, meeting report.

5. CHAIRMAN'S REMARKS

Chair Skillman shared expectations of respect and order from audience and members for today's SCAC meeting for all to participate moving. Chair called for a workshop to review Traffic Rules and Regulations to modify and consolidate across for all the mutual's.

6. MEMBER COMMENTS (items not on the agenda)

Members made comments on items not on agenda.

- Agenda Item 12. Review Rules and Regulations Attending per Mutual Director Skillman proposed a closed workshop on Traffic Rules.
- Traffic rules need to be uniform across the boards it will be addressed at the next SCAC meeting on April 24, 2024.
- An entry lane at gate 5 is currently under repair due to a crack in the asphalt. The repair is taking a little longer than expected. Unfortunately, there is no ETA. Cones

are on site providing guidance.

- Director Skillman made mentioned of the Flashing Stop Signs, some signs are flashing intermittently while others are completely off. STATS are being requested prior installation of the flashing stop signs.
- This information is currently unavailable due to the log system our dispatch department uses. The logs have to be manually corrected and updated in order to run a Power Query to have accurate information imported and run the STATS. At the next SCAC meeting April 24, 2024 an estimate time of completion will be given.

REPORTS:

7. Disaster Preparedness Task Force Report

- On March 15,2024 from 10AM-1PM Clubhouse three will be hosting Disaster Preparedness and Sheltering in Place event. This event will cover disaster supply kit, where to find/buy supplies and Digital Emergency Preparedness presentation given by Annie Wright. Registration is suggested however, all are welcome to attend. The information is well distributed and publicized throughout the community:
- Media TV6
- Community Center
- All Gate Houses
- 5 Clubhouses that have the slots for flyers
- Laguna Woods Village Website

8. SECURITY STATISTICS

Staff Nuñez noted there are only six spaces on the waiting list due to some prospects being in the middle of purchasing RV.

- The 309 RV spaces are currently occupied in RV lot A. There are 58 RV lot spaces occupied in RV lot B. Members made mention the rental fee is too low. The finance committee oversee the fees and they will decide in addressing the RV lot fees. STATS reflect the past 100 days of NOV citations, Compliance and Social Services.
- Our Security Director Eric Nuñez informed the committee that our Security Department will be conducting a two month no contact Pilot Program issuing citations. The program was initiated for officer safety and the driver as well. One problem with issuing the a no contact citation, some residents have stated they are not the one behind the wheel. The program will be conducted until the end of March. We will report our findings in the next SCAC meeting on April 24, 2024.
- In our Social Services statistical numbers, a new section Death by suicide has been added.

Agenda item # 10 GRF Fee Structure for new and Non- Returned ID Cards

The committee asked questions and Pamela Bashline Community Service Manager answered questions and discussed the increase of the fee for the Non GRF I.D. The board voted one against, one abstain and five voted in favor to pass the motion.

Agenda item # 11 Gate Entry for Non- Residents Attending Village Events

The committee asked questions and Recreation and Special Events Director Alison Giglio answered questions and addressed the non-resident access managed through gate.

- Non-residents must provide proof of purchase at the gate in order to collect their

tickets.

- Open House and Estate Sales are managed by Resident Services and are held on specific days.
- Events require a four-day clearance the ONLY exception is for memorial service.
- Churches need to submit list of attendees two years ahead of time of who may enter Laguna Woods Village.

Agenda item # 13 Emergency Radio Equipment Installation

Radio equipment (antennas, shielded coaxial cable and hardware) have already been purchased. Emergency Radio Equipment installation would be outsourced per Project Manager. The installation being outsourced would be more cost effective and or timely for the installation. Three bids were submitted and reviewed by the Project Manager. A qualifying bid has been approved by project manager. Director S.K. Park moves Director Blackwell seconded and motion pass without objections.

9. NOTEWORTHY INCIDENTS

Notable incidents for November 2023-January 2024:

- On November 4, SPO Portuguese went “above and beyond the call of duty” in helping a resident locked out of their manor at 808-O. The resident was reportedly in tears, quite upset at the situation and even more so when the key on file for the residence did not work. Officer Portuguese used her personal cell phone to call locksmiths for assistance, to no avail. She questioned the resident and Dispatch looking for emergency contacts until the resident’s brother was reached and provided a key.

In the month of December, we had 4 noteworthy incidents:

- On December 12, Traffic Specialist Hughes responded to 798-C to take a theft report. The resident felt Hughes was “comforting” and “well represented” the Security Division. The resident also had “kind words” regarding SPO Portuguese with whom she had prior contact and said all of her interaction with the Security Department has been excellent.
- On December 20, SPO David Kemp responded to a hot water line leaking under the bathroom sink of 3030-D, assigned by Phone Dispatcher William Thatcher. The resident states they were “panicking” due to the water and wanted to thank Kemp and Thatcher on their excellence.
- On December 30, SPO Andrews was patrolling Phase 2, near Gate 5, and noticed a resident in a motorized wheelchair was stuck half-way off a curb and in danger of falling. He quickly stabilized the resident, determined there was no medical care necessary, and pushed them back to Manor 2172-B after learning the wheelchair ran out of power.
- On December 31, SPO Kemp responded to 352-A regarding in a partial electrical outage. The resident was very pleased with Kemp’s service and wanted to “pass down kudos” and state that “[Officer Kemp] came to the rescue.”

In the month of January, we had 1 noteworthy incident:

- On January 12, SPO Portuguese assisted a resident locked out of their manor at 5361-O by taking the screen off of the kitchen window and helping the resident climb through. The resident states that Officer Portuguese “was very professional”, was “very comfortable with her knowledge and experience” and was “very pleased with the quality of this individual.”

ITEMS FOR DISCUSSION AND CONSIDERATIONS:

Chair- Juanita Skillman stated that each mutual needs to check their rules and regulations for everyone to be on the same page

10. Review of Rules and Regulations for all registered vehicles.
11. Status on Traffic Engineer- Waiting on quote
- 12: Gate Entry for non- residents attending Village events

ITEMS FOR FUTURE AGENDA

13. Workshop for Traffic Rules and Regulations
14. Review the possibility of a Universal ID cards for amenities.

CONCLUDING BUSINESS

14. Committee Members Comments
15. The next meeting will be held April 24, 2024 at 1:30 p.m.
16. Adjournment- 4:06 p.m.



REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION DISASTER PREPAREDNESS TASK FORCE

Tuesday, January 30, 2024 at 9:30 AM

HYBRID MEETING

MEMBERS PRESENT: Eric R. Nuñez (Chair), Juanita Skillman (Co- Chair), S.K. Park, Anthony Liberatore, Rick Kopps, Moon Yun

MEMBERS PRESENT ONLINE:

Gan Mukhapadhyay (GRF) Sue Stephens (Mutual 50)

MEMBERS ABSENT: Maggie Blackwell

OTHERS PRESENT: Grace Stencel, Annie Wright, Doug Gibson, Sandy Benson, Bob Matonti

STAFF PRESENT: Carmen Aguilar, Alycia Magnuson, Dan Lurie, Tom Siviglia

THE MEETING WAS CALLED TO ORDER: 9:34 a.m.

ACKNOWLEDGEMENT OF THE PRESS: None present

APPROVAL OF THE AGENDA: By consensus, the agenda was approved.

APPROVAL OF MEETING REPORT: By consensus, the meeting report was approved. Changes were made to the last meeting report July, 25, 2023

CHAIRS REMARKS: Chair Nuñez began his remarks by thanking the board as well as the audience for being present at today's meeting. Mention the refinement the radio drill needs in order to be effective in a real disaster. In order for this to fall into place everyone that is assigned a radio must be on standby for roll call that is held once a month. If those who are listed on the Disaster Preparedness Task Force radio team are not able to attend the drill a notification should be communicated prior. There were only four responses. Chair Nuñez is currently in contact with a nonprofit organization called Earthquake Heroes to present a portion of their Northridge Earthquake video for Clubhouse 3 event for as part of their Shelter In Place training. He is also negotiating with Earthquake Heroes to put on a vendor expo event in September (date TBD) which would include the full-length version of the Earthquake Heroes video with along with a whole host of disaster preparedness vendors to include an earthquake simulator.

CO- CHAIR REMARKS: Director Skillman, VILLAGE BREEZE would like to include Disaster Preparedness publication including all of the topics and what they cover in the program. Hopefully this will help in with recruitment, retention and training.

RECRUITMENT / RETENTION / TRAINING: Director Skillman mentioned, the retention is difficult for a number of reasons. There is also a tremendous amount of in gaining interest and providing the appropriate type and amount of training that would keep up the interest of such a large group of volunteers that are needed to adequately run an effective Good Neighbor Captains program.

GRF BOARD: Nothing to report.

UNITED BOARD: Nothing to report.

THIRD BOARD: Director S.K. Park thanked all the volunteers.

TOWERS: Rick Kopps, stated there is a retention a problem at the Towers.

PET EVACUATION SUBMIT COMMITTEE: Sandy Benson participated in the Winter Bazaar on January 27, 2024 at Clubhouse 5. The turnout was great over 200+ file of life where given out along with multiple Disaster Preparedness applications. Overall, the event was informative and Memorial Care currently provides the File of Life magnet Laguna Woods Village. Memorial Care is interested in amplifying the partnership with Laguna Woods Village.

DISCUSSIONS AND CONSIDERATIONS

Revising Emergency Operation Plan: Director of Security Eric Nuñez made mentioned that he is having a conference call with a company called Jacob Green Associates who specialize in developing Emergency Operations Plans for cities and counties and other private sector companies. He stated that they also provide tabletop and field response exercise design services and will be requesting a gap analysis of our current plan and where we need to be in order to respond successfully to various emergency management situations.

Antenna Status: Dan Lurie gave a status report on the Antenna project. The number of hours and staff exceeds what can be done in house. Three bids have been received. Currently, waiting on approval of GRF & Finance Board to move forward with the installation of antenna. We should have closure at the next DPTF meeting in March.

ITEMS FOR FUTURE AGENDAS

- Antenna Update
- Recap on March 15 CH3 Event
- Information on September Event

MEMBER COMMENTS: (Items not on the agenda)

Topics included:

- Training on how to use Fire Extinguisher for Laguna Woods Village
- CERT training
- Table top exercises

- Training broadcasted on Laguna Woods Village TV 6
- First Aid Training

NEXT MEETING: March 26, 2024 at 9:30 a.m.

ADJOURNMENT: 10:49 a.m.

SUBMITTED BY:

Eric R. Nuñez

Eric R. Nuñez (Feb 15, 2024 16:12 PST)

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