



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, June 04, 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. May 7, 2024 – GRF Board Regular Open Meeting
- b. May 16, 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 April 2024 by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.
- b. Entertain a Motion to Approve the 2024 Annual Election Schedule and the Appointment of the Inspector of Elections
- c. Committee Appointments

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 **(April initial notification – revised May – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)**

12. New Business

- a. City of Laguna Woods General Plan and Zoning Code Project (Oral Discussion) –City Manager Macon Speaking at 10:30 a.m.
- b. Entertain a Motion to Approve a Bus Tour for Village Landscape Promotion
- c. Entertain a Motion to Approve the Revised Media and Communications Committee Charter
- d. Entertain a Motion to Approve the Broadband Committee Charter

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 April 17, 2023; next meeting June 19, 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 April 11, 2024; next meeting June 13, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. Report of the Landscape Committee – Director Bhada. The committee met on May 8, 2024; next meeting August 14, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Water Conservation Committee – Director Rane-Szostak

- d. Report of the Maintenance & Construction Committee – Director Horton. The committee met on April 10, 2024; next meeting June 12, 2024, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Space Planning Ad Hoc Committee – President Hopkins. The Ad-Hoc committee met on May 1, 2024. Next meeting is TBA.
- e. Report of the Media and Communications Committee—Director Milliman. The committee met on April 15, 2024; next meeting July 15, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
- f. Report of the Broadband Ad Hoc – Director Roza. The closed committee met on May 8, 2024; next meeting TBA.
- g. Report of the Mobility & Vehicles Committee – Director Skillman. The committee met on May 15, 2024; next meeting August 7, 2024, at 1:30 p.m. in the Board Room.
- h. Report of the Security & Community Access Committee – Director Skillman. The committee met on April 24, 2024; next meeting June 26, 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 May 15, 2024; next hearings on June 19, 2024, at 9:00 a.m. as a virtual meeting.
 - (2) Executive Member Hearings Committee – Director Horton. The committee met on May 16, 2024; next meeting June 6, 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 May 28, 2024; next meeting July 30, 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 May 31, 2024; next meeting June 28, 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.*

- Smart Cards
- Building E

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

Approve the Agenda

Approve the Minutes of:

(a) May 7, 2024 – Regular Closed Session

(b) May 16, 2024 – Special 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, May 07, 2024, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Board Room/Virtual Meeting**

Directors Present: James Hopkins (entered meeting at 10:07 a.m.), Gan Mukhopadhyay, Yvonne Horton, Juanita Skillman, Martin Roza, Egon Garthoffner, Joan Milliman, William Cowen, Cush Bhada, Donna Rane-Szostak, Ryna Rothberg (entered meeting at 10:17 a.m.)

Directors Absent: None

Staff Present: CEO - Siobhan Foster, Paul Nguyen, Makayla Schwietert, Carlos Rojas, Josh Kuresa, Megan Feliz, Eric Nunez, Alison Giglio, Bart Mejia, Tom Siviglia, Guy West, Catherine Laster

Other Directors Present:
United: Alison Bok, Mickie Choi Hoe, Ellen Leonard
Third: Andy Ginocchio
VMS: Kathryn Bravata

1. Call Meeting to Order/ Establish Quorum – First Vice President Skillman

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

2. Pledge of Allegiance

Director Skillman led the Pledge of Allegiance to the Flag.

3. Acknowledgment of Media

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

4. Approval of Agenda

First Vice President Skillman requested an approval of the agenda.

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

5. Approval of Minutes

- a. April 2, 2024 – GRF Board Regular Open Meeting

b. April 18, 2024 – GRF Board Agenda Prep Meeting

There being no objections, the meeting minutes of April 2, 2024 – GRF Board Regular Open Meeting were approved by unanimous consent.

There being no objections, the meeting minutes of April 18, 2024 – GRF Board Agenda Prep Meeting were approved by unanimous consent.

6. Report of the Chair

First Vice President Skillman spoke on the following items:

- Wishing President Hopkins well

7. CEO Report

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

- Residents Eligible for Full Time Employment
- SCE Emergency Repairs – Gate 5
 - Temp road closures in place through May 17
- FCC Proposal – Broadband Bulk Billing
 - Banning bulk billing would nearly triple cost of programming to Village
- FCC Proposal – How to Help
 - Contact your representatives
 - Five draft letters available on village websites under news tab
- Community Tour Experience
 - Media and Communications has digitized tours for prospective residents
- Orange County Vector Control District
 - Visit ocvector.org for info and resources regarding mosquito control
- Mosquito Control
 - Eliminate breeding sources around homes
 - Prevent Bites
- Employee Excellence Awards
 - Presented in fall and spring

CEO Foster answered questions from the Board.

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
- Multiple members commented on the Building E Space Planning subject and their objection to the proposal of shuffling the clubs around to other clubhouses
- A member commented on bulk billing arrangement on Broadband

9. Responses to Open Forum Speakers

- Director Horton commented that residents should be speaking at their mutual and town hall meetings when it comes to their concerns about Building E

- Director Cowen commented on the Building E Committee and stating that the committee should relook at their facts
- Director Skillman commented on the committee structure and how votes are brought to the corporate members meeting
- Director Bhada thanked Ms. Collins and the work of the Foundation of Laguna Woods Village
- Director Roza commented on the involvement of VMS with the Building E Space Planning Process

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 March 2024, and by this vote ratified that such review be confirmed in this month's Board Member Open Session Meeting minutes.

Director Milliman 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, and Guy West, Project Manager of Maintenance and Construction provided the following updates:

Guy West:

- As of last week, on schedule
- 80% of windows installed
- 90% exterior paint
- Restrooms are now under construction
- Electrical work is in progress
- Meeting today to go over fireplace

Mr. West answered questions from the Board.

- A member commented on an off-topic item

Alison Giglio:

- Cutting back an hour from 9 to 8 p.m. at Community Fitness Center
- Pool 6, re-opens Memorial Day with extended hours
- Clubhouse 1 construction area is closed to residents

11b. Entertain a Motion to Approve Community Fitness Center Television Schedule (April initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied) *Due to a clerical error, the 28-day verbiage was not notated in April.*

Director Milliman read the following resolution:

RESOLUTION 90-24-14

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 televisions:

	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, May 07, 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.

Director Milliman made a motion to approve the Resolution community fitness center tv schedule. Director Horton seconded.

Discussion ensued among the Board.

Hearing no changes or objections, the motion was called to a vote and passed 9-0-1. Director Cowen abstained.

11c. Entertain a Motion to Approve GRF Fee Structure for New and non-returned ID Cards (April initial notification – revised May - 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, June 4, 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 only)	No charge
Non-return or failure to surrender ID card (for all resale, non-escrow transfer, leasing/rental, and occupancy (including caregiver) transac-	\$125 (non-refundable)

tion	
Replacement card for lost, destroyed or stolen cards	\$60 (non-refundable)
Replacement card for worn and unreadable cards	No charge
Replacement card for stolen ID cards with the presence of a police theft report	No charge

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 for GRF Fee structure for new and non-returned ID cards for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Rane-Szostak seconded.

Discussion ensued among the Board.

Hearing no changes or objections, the motion was called to a vote and approved unanimously.

12. New Business

12a. Entertain a Motion to Approve the Donation of \$1,000 for Installation of a New 30 Amp 2 Pole breaker at Clubhouse 4 Woodshop

RESOLUTION 90-24-15

Donation of \$1,000 for Installation of a New 30 Amp 2 pole breaker at Clubhouse 4 Woodshop

Director Milliman read the following resolution:

WHEREAS, a resident proposed to donate \$1,000 for the installation of a new 30 Amp 2 pole breaker which would also require installation of pipe and wire from an existing panel to be in a new drop location; and

WHEREAS, the proposed Woodcrafter drum sander is run by a 5hp motor however a 30 Amp motor is necessary to start the machine; and

WHEREAS, the new sander requires additional power creating less strain on the motor which leads to longer life of the machine; and

WHEREAS, funds are available in the 2024 Recreation operating budget to support the balance of \$350 for electrical installation and for the replacement sander; and

WHEREAS, on April 11, 2024, the Community Activities Committee reviewed and recommended the donation of \$1,000 for installation of a new 30 Amp 2 pole breaker in the Clubhouse 4 woodshop in accordance with the Golden Rain Foundation (GRF) Donation Policy;

NOW THEREFORE BE IT RESOLVED, May 7, 2024, that the Board of Directors of this Corporation hereby accept the donation of \$1,000 for installation of a new 30 Amp 2 pole breaker in the Clubhouse 4 woodshop in accordance with the Golden Rain Foundation (GR) Donation Policy; and

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

Director Milliman made a motion to approve the Resolution with corrections for Donation of \$1,000 for Installation of a new 30 AMP 2 pole breaker at Clubhouse 4 Woodshop. Director Horton seconded.

Discussion ensued among the Board.

Hearing no changes or objections, the motion was called to a vote and approved unanimously.

12b. Entertain a Motion to Approve Revised Community Activities Committee Charter

Director Milliman read the following resolution:

RESOLUTION 90-24-16

Revised Community Activities Committee Charter

WHEREAS, a Community Activities Committee has been established pursuant to Article 7, Section 7.1.1 and 7.1.3 of the Bylaws of this Corporation; and

WHEREAS, on April 11, 2024, the Community Activities Committee review and recommended the revised Community Activities Committee Charter; and

NOW THEREFORE BE IT RESOLVED, May 7, 2024, that the Board of Directors of this Corporation hereby adopts the revised Community Activities Committee Charter as follows:

1. Perform the duties imposed upon all standing committees as set forth in the current resolution entitled, "General Duties of Standing Committees."
2. Develop and review programs and procedures utilizing advice and assistance from the Recreation Department and make appropriate recommendations to the GRF

Board for approval.

3. Review the capital requirements, service levels, and projected revenue related to Recreation Department operations and recommend appropriate action to the GRF Board for approval.
4. Review and evaluate all unbudgeted requests for programs, equipment, etc. and recommend appropriate action to Finance and the GRF Board respectively for approval.
5. Review and evaluate existing rules and policies, and recommend changes of the Recreation Department, as appropriate, to the GRF Board for approval.
6. Evaluate and respond to suggestions and/or complaints regarding the use, modifications, or expansion of facilities designed to meet the recreational and social needs of the community. If said modification or expansion requires additional facilities, major reconstruction or potential relocation, all recommendations shall be forwarded to the appropriate committee for consideration and prioritization.
7. Consider recommendations and encourage the participation of residents in the diverse recreational, social, educational, and cultural activities and programs provided and/or sponsored by this corporation.
8. Establish ad hoc and/or sub committees and/or study groups of CAC, as needed and consider their requests and recommendations subject to specific approval of the Board (or Mutual Boards, if a joint committee).
9. Review on a regular basis the Community Facilities Utilization Reports and summarize same as requested by the Board.
10. Review, analyze, and develop information and proposals regarding the need for new fees for use of the community facilities by residents, guests, and outside organizations.
11. Evaluate and recommend policies and/or procedures to ensure safe, clean and attractive recreation facilities and recommend changes, as appropriate, to the GRF Board for approval.

RESOLVED FURTHER, the Resolution 90-20-09 approved on February 4, 2020, is hereby superseded and canceled; and

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

Director Milliman made a motion to approve the resolution for revised community activities committee charter. Director Rothberg seconded.

Hearing no changes or objections, the motion was called to a vote and approved unanimously.

12c. Entertain a Motion to Approve Billiards Relocation to Clubhouse 1 Art Room

Director Milliman read the following resolution:

RESOLUTION 90-24-17

Billiards Relocation to Clubhouse 1 Art Room

WHEREAS, billiards has been offered at various clubhouses throughout Laguna Woods Village, including Clubhouses 1, 5, 6, and the Performing Arts Center and is now consolidated to two locations, Clubhouse 1 and the Performing Arts Center; and

WHEREAS, during the Clubhouse 1 Renovation Ad Hoc Committee planning process, it was determined that the Billiards Room would be repurposed into a multi-purpose room with no plan for relocating the billiards tables which was approved by the Golden Rain Foundation (GRF) Board as part of the approval of the Clubhouse 1 Renovation project; and

WHEREAS, consolidating billiards into one larger room would allow for the following benefits and efficiencies:

- An additional rentable space at the Performing Arts Center will increase revenue;
- Increased operating hours; Clubhouse 1 is open every day from 8 a.m. to 10 p.m. (by Resolution of the GRF Board) whereas the Performing Arts Center is only open Monday through Friday, 8 a.m. to 5 p.m.;
- Clubhouse 1 is the busiest clubhouse with drop-in and reservable space. By not adding an additional reservable space, additional staffing is not needed. The demand for the five current reservable rooms is already too demanding for one staff member due to constant room setup changeovers.

WHEREAS, on April 11, 2024, the Community Activities Committee reviewed and recommended the proposed relocation of billiards to the Clubhouse 1 Art Room and recommend the unbudgeted operating expenses associated with relocating the activity; and

NOW THEREFORE BE IT RESOLVED, May 7, 2024, that the Board of Directors of this Corporation hereby adopts the proposed relocation of billiards to the Clubhouse 1 Art Room and recommend the unbudgeted operating expenses associated with relocating the activity; and

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

Director Milliman made a motion to approve the resolution for billiards relocation to Clubhouse 1 Art Room. Director Bhada seconded.

Discussion ensued among the Board.

Alison Giglio commented on the item and gave further clarification.

- Multiple members commented on the item

Hearing no changes or objections, the motion was called to a vote and approved unanimously.

12d. Entertain a Motion to Approve Dog Licensing and Vaccination Day

Director Milliman read the following resolution:

RESOLUTION 90-24-18

Dog Licensing and Vaccination Day

WHEREAS, the Dog Club was established on July 21, 1969, which encourages owners of dogs to be better members of the community and promotes interest in and proper care of dogs in the community; and

WHEREAS, the club hosts an annual dog licensing and vaccination day and serves 125 to 350 dogs each year; licenses are valid for 1 to 3 years; felines are welcome for needed vaccinations; and

WHEREAS, the event is coordinated with the City of Laguna Beach's Animal Services Division, under contract with the City of Laguna Woods and Vet Care Pet Clinic to assist with the required ordinances:

1. All dogs are required by state ordinance to have a current rabies vaccine; and
2. All dogs residing in the City of Laguna Woods are required by city ordinance to have a current dog license; and

WHEREAS, in prior years the Recreation Department co-hosted the event to allow services to residents within the community as it is a valuable service; and

WHEREAS, On April 11, 2024, the Community Activities Committee reviewed and recommended exception to the Golden Rain Foundation (GRF) Recreation Policy to allow for commercial use of GRF facilities by the Dog Club for annual dog licensing and vaccination day event for 2025;

NOW THEREFORE BE IT RESOLVED, May 7, 2024, that the Board of Directors of this Corporation hereby adopts the exception to the Golden Rain Foundation (GRF) Recreation Policy to allow for commercial use of GRF facilities by the Dog Club for annual dog

licensing and vaccination day event for 2025; and

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

Director Milliman made a motion to approve the resolution for dog licensing and vaccination day. Director Roza seconded.

- A member commented on the item

Hearing no changes or objections, the motion was called to a vote and approved unanimously.

13. The Board took a 5-minute break

The board took at 5-minute break at 10:48 a.m. and reconvened at 11:02 a.m.

14. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director Cowen. The committee met on April 17, 2023; next meeting June 19, 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 April 11, 2024; next meeting June 13, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. Report of the Landscape Committee – Director Bhada. 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 April 10, 2024; next meeting June 12, 2024, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Space Planning Ad Hoc Committee – President Hopkins. The Ad-Hoc committee met on April 10, 2024 and May 1, 2024. Next meeting is TBA.
- e. Report of the Media and Communications Committee—Director Milliman. The committee met on April 15, 2024; next meeting July 15, 2024, at 1:30 p.m. in the Board Room and as a virtual meeting.
- f. Report of the Broadband Ad Hoc – Director Roza. The closed committee met on April 19 and 30, 2024; next meeting May 8, 2024, at 9:30 a.m. in the Board Room.
- g. Report of the Mobility & Vehicles Committee – Director Rothberg. The committee met on February 7, 2024; next meeting May 15, 2024, at 11:00 a.m. in the Board Room.
- h. Report of the Security & Community Access Committee – Director Skillman. The

committee met on April 24, 2024; next meeting June 26, 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 April 17, 2024; next hearings on May 15, 2024, at 9:00 a.m. as a virtual meeting.
 - (2) Executive Member Hearings Committee – Director Horton. The committee met on April 2, 2024; next meeting June 6, 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 April 26, 2024; next meeting May 31, 2024, at 1:30 p.m. 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
- Smart Card

16. Director's Comments

- Director Roza commented on an upcoming softball game between some residents and security
- Director Rothberg commented on the recent earthquake from Corona
- Director Skillman commented on the recent Club Expo

17. Recess – 11:37 p.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) April 2, 2024 – Regular Closed Session

(b) April 18, 2024 – Special 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 2:45 p.m.

DocuSigned by:

Joan Milliman

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Joan Milliman, Secretary of the Board
Golden Rain Foundation
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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, May 16, 2024 – 9:30 a.m.
Willow Room/Virtual Meeting**

GRF Agenda Prep Meeting

Directors Present: Yvonne Horton, Juanita Skillman, Egon Garthoffner, Cush Bhada, Gan Mukhopadhyay, Donna Rane-Szostak, Joan Milliman, Martin Roza, William Cowen

Directors Absent: Jim Hopkins, Ryna Rothberg

Staff Present: CEO-Foster, 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 9:30 a.m. and established that a quorum was present.

2. Approval of the Agenda

First Vice President Skillman asked for approval of the agenda.

With unanimous consent, the Board approved the agenda.

3. Discuss and Consider Items to be placed on the Tuesday, June 4, 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 June 4, 2024, Open Agenda. Director Bhada seconded.

Hearing no changes or objections, the June 4, 2024, Open Agenda was approved unanimously.

Director Milliman made a motion to approve the June 4, 2024, Closed Agenda. Director Horton seconded.

Hearing no changes or objections, the June 4, 2024, Closed Agenda was approved unanimously.

4. Director Comments – None

5. Adjournment

The meeting was adjourned at 9:47 a.m.

DocuSigned by:
Joan Milliman
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Joan Milliman, Secretary of the Board
Golden Rain Foundation

STAFF REPORT

DATE: June 4, 2024
FOR: Golden Rain Foundation of Laguna Woods Board of Directors
SUBJECT: 2024 Election Schedule and Inspector of Election Services

RECOMMENDATION

Approve the proposed 2024 election schedule and appoint UniLect Corporation as the Inspector of Election for the Golden Rain Foundation of Laguna Woods (GRF) Annual Election of Directors.

BACKGROUND

The GRF Bylaws require the association to select an independent party as inspector of elections. The Inspector of Elections performs several tasks during an election, including but not limited to print, collate, mail, receive, register, store and safeguard secret ballots and required inner (ballot envelope) and outer envelope (mailing envelope) and provide election day services such as ballot counting, tabulation, validation, and certification of election results.

Section 5.2 of the GRF Bylaws stipulates in part that the annual meeting of Corporate Members shall be held on the second Wednesday of November of each year at 10 a.m. unless the Board of Directors fixes another time and/or date and so notifies the Corporate Members as provided in Section 5.4 of the Bylaws. If the scheduled annual meeting falls on a legal holiday, the annual meeting will be held on the next business day at the same time and place. Therefore, the annual Corporate Members Meeting will be held on Wednesday, November 13, 2024 at 10 a.m.

DISCUSSION

The proposed 2024 election schedule has been reviewed and details the dates upon which action must be taken by staff and the Inspector of Elections to comply with the adopted election rules. Key milestones include the following:

Milestone	Date
Nominations open	September 13, 2024
Nominations close	September 24, 2024
Mail ballot package	October 14, 2024
Ballots due	November 13, 2024
Annual meeting of Corporate Members	November 13, 2024

FINANCIAL ANALYSIS

The proposal submitted by UniLect Corporation for the 2024 Election of the Directors is \$1,500. Funding for the annual Election of the Directors is included in the annual operating budget.

Prepared By: Makayla Schwietert, Corporate Secretary

Reviewed By: Catherine Laster, Services Manager

ATTACHMENT(S)

Attachment 1: 2024 Election Schedule

Attachment 2: Resolution 90-24-XX, Approve Inspector of Election Services



Election Schedule 2024

Appoint Inspector of Elections	June 4, 2024
Approve Election Schedule	June 4, 2024
Mailing of Annual Election and Call for Candidates & Acclamation (postcard)	August 16, 2024
Nominations Open	September 13, 2024
Nominations Close (5 p.m.)	September 24, 2024
Delegate Election (United)	TBA
Candidate Statements Due to Inspector of Elections (300 words)	September 24, 2024
Meet the Candidates	October 18, 2024
Replay of Meet the Candidates	TBA
Distribute Ballot Package	October 14, 2024
Notice Annual/Organizational Meeting and Agenda	October 30, 2024
Ballots Due Back (8 a.m.)	November 13, 2024
Tabulation Meeting: Counting of Ballots by Inspector of Elections	November 13, 2024
Annual Meeting Date	November 13, 2024, 10 a.m., Board Room
Organization Meeting	November 13, 2024

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RESOLUTION 90-24-XX

Approve Inspector of Election Services

WHEREAS, Civil Code §5110 and Corporations Code §7614 requires an association to select an independent third party as an inspector of elections; and

WHEREAS, an Inspector of Elections is used, among other tasks, to print and mail voter packages, inspect and tabulate ballots, and certify results;

NOW THEREFORE BE IT RESOLVED, June 4, 2024, that the Board of Directors of Golden Rain Foundation hereby approves a contract to UniLect Corporation to perform Inspectors of Election services for the 2024 Annual Meeting of the Corporate Members; and

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

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RESOLUTION 90-24-XX

GRF Committee Appointments

RESOLVED, June 04, 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)~~
SK Park (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 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)
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

Maintenance & Construction Committee

Yvonne Horton, Chair (GRF)
Gan Mukhopadhyay (GRF)
Egon Garthoffner, Alternate (GRF)
S.K. Park (Third)
Brad Rinehart, Alternate (Third)
Jim 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

Media and Communications

Joan Milliman, Chair (GRF)
Juanita Skillman (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

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)
Advisors: John Cornell, Debbie Dotson

Mobility & Vehicles Committee

Juanita Skillman, Chair (GRF)
Ryna Rothberg, (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)
Advisors: Vashi Williams, Elsie Addington

Security and Community Access

Juanita Skillman, Chair (GRF)
Donna Rane-Szostak (GRF)
Cush Bhada, 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)
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)~~
David Veeneman (Third)

Executive Hearings Committee

Yvonne Horton, Chair (GRF)
Juanita Skillman (GRF)
Joan Milliman (GRF)
James 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 –James Hopkins (GRF)

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

RESOLVED FURTHER, that Resolution 90-24-12 adopted April 2, 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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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: June 4, 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 or give to friends and family to use.

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.

The following proposed fee structure was presented to the Security and Community Access Committee on March 28, 2024 which initially endorsed the fee structure, and forwarded it onto the GRF Board. The Board subsequently returned it back to the Committee to re-evaluate the cost of a lost ID card.

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

At its April 24, 2024 meeting, the Security and Community Access Committee re-evaluated the fees and subsequently agreed to charge \$125 for the non-return or failure to surrender ID cards for all transactions involving those who move out of the community, i.e., resales, non-escrow transfers, leasing/rentals, and occupancies (including caregivers). The Committee also agreed to charge members \$60 for any replacement card that was lost, destroyed or stolen and recommended that the changes be submitted to the next board meeting in May. Staff made further housekeeping changes to make the newly proposed fee schedule all inclusive. (ATT 5 and ATT 6)

Upon approval of the fee structure, it is recommended that the schedule be placed on the website and all administrative documents be revised to reflect the new fees.

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.

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)	\$ 60.00	366	\$ 21,960.00	
Revenue from Non-Returned ID Card Fee's	\$ 125.00	134	\$ 16,750.00	
Total Revenue			\$ 45,760.00	
* 2024 estimated revenue is based off of 2023 actuals.				
* 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 and lost card fee is \$45,760.00.				

Prepared By: Patty Kurzet, Membership Services Coordinator

Reviewed By: 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 - Redline
- Attachment 6: Resolution 90-24-XX - Clean

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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.

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.

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.

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.

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, June 4, 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 only)	No charge
Non-return or failure to surrender ID card (for all resale, non-escrow transfer, leasing/rental, and occupancy (including caregiver) transactions	\$125 (non-refundable)
Unverified lost, destroyed, or stolen ID cards not returned Replacement card for lost, destroyed or stolen cards	\$125 \$60 (non-refundable)
Replacement card for worn and unreadable cards	No charge
Replacement card for verified lost or destroyed cards, and stolen ID cards with the presence of a police theft report Replacement card for stolen ID cards with the presence of a police theft report	\$25 No charge

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

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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 or use of GRF facilities; 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, June 4, 2024, that the Board of Directors of this corporation hereby establishes the following fee schedule relating to GRF 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 only)	No charge
Non-return or failure to surrender ID cards for all resale, non-escrow transfer, leasing/rental, and occupancy (including caregiver) transactions	\$125 (non-refundable)
Replacement card for lost, destroyed or stolen cards	\$60 (non-refundable)
Replacement card for worn and unreadable cards	No charge
Replacement card for stolen ID cards with the presence of a police theft report	No charge

RESOLVED FURTHER, 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.

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

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STAFF REPORT

DATE: June 4, 2024
FOR: Board of Directors
SUBJECT: Bus Tour for Village Landscape Promotion

RECOMMENDATION

Approve the use of two GRF buses for a tour of the Village urban forest.

BACKGROUND

Due to the success of the Urban Forest Management Plans (UFMP) recently implemented by the housing Mutuals, staff has been approached by the “Street Tree Seminar” (STS) to host a bus tour of the Village urban forest. Street Tree Seminar, Inc. is an organization dedicated to developing, health care, and managing street trees in rural and urban areas within southern California.

STS is the Orange County/Los Angeles chapter of the California Urban Forests Council (CaUFC), which was founded in 1968 as the first urban forest council in the nation,

DISCUSSION

The vision of CaUFC is thriving and prosperous California communities transformed by healthy trees and green spaces. They advance smart investment in green infrastructure through education and outreach, community-based activities, and collaborative action. Their stated vision is “Thriving and prosperous California communities transformed by healthy trees and green spaces. Together, as a coalition, we are dedicated to expanding and perpetuating sustainable urban and community forests to enhance the quality of life for all Californians.”

The purpose of the California Urban Forests Council is to serve and expand the health, viability, and condition of California’s urban and community forests. The primary emphasis of CaUFC’s work is on education and community outreach.

Street Tree Seminar published the ‘blue book’ ‘Street Trees Recommended for Southern California.’ The book, now in its third edition (Attachment 1), is a guide to common trees found in California urban forests, both native and imported species. The group wanted to do an experimental planting with all species in the book but has never been able to bring it to fruition. When reviewing the UFMPs produced by the Village, they realized we had all the species from the book in the Village’s urban forest.

STS members, consisting of professional tree managers, arborists, and associated organizations and companies, would like to tour the trees in the summer. This is an interesting and unique opportunity to highlight Laguna Woods Village’s urban forest to LA/OC industry and show off the beauty of Laguna Woods Village.

FINANCIAL ANALYSIS

The cost of two GRF buses for 90 minutes is \$164.33

Prepared By: Megan Feliz, Landscape Administrative Assistant

Reviewed By: Kurt Wiemann, Director of Field Operations

ATTACHMENT(S)

Attachment 1: Blue Book

STREET TREES

RECOMMENDED FOR

SOUTHERN CALIFORNIA



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STAFF REPORT

DATE: June 4, 2024
FOR: GRF Board of Directors
SUBJECT: Review of Media and Communications Committee Charter

RECOMMENDATION

Review and recommend a resolution for the Golden Rain Foundation (GRF) Media and Communications Committee (CAC) charter revision (Attachment 2), which will supersede and cancel resolution 90-20-03 (Attachment 1).

BACKGROUND

The Media and Communications Committee was established pursuant to Article 7, Section 7.1.1 of the Bylaws of this Corporation. The committee promotes two-way communications within the community by every medium available.

DISCUSSION

The MACC charter was developed to clarify the duties as may be assigned by the GRF Board of Directors within the Media and Communications Division scope of work.

This Charter has not been updated since January 7, 2020. On April 15, 2024, MACC recommended and revised the Media and Communications Committee charter (Attachment 3).

FINANCIAL ANALYSIS

No financial impact anticipated.

Prepared By: Susan Logan-McCracken, Media and Communications Associate

Reviewed By: Ellyce Rothrock, Media and Communications Manager
Jenning Lai, Media and Communications Administrative Specialist

ATTACHMENT(S)

Attachment 1: Resolution 90-20-03

Attachment 2: Redlined MACC Charter

Attachment 3: Resolution 90-24-XX Media and Communications Committee Charter

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RESOLUTION 90-20-03

Golden Rain Foundation of Laguna Woods Media and Communications Committee Charter

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

WHEREAS, this Charter has not been updated since January 2, 2019.

NOW THEREFORE BE IT RESOLVED, January 7, 2020, that the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Media and Communications Committee as follows:

1. Comply with Resolution G-9-95, "General Duties of Standing Committees," adopted October 3, 1989:
 - i. Advise and recommend to the Board, goals, policies and expectations in the committee's area of concern, and in management's divisional performance, for the purpose of evaluating ongoing experience; these goals, policies and expectations should be quantifiable or otherwise measurable, wherever possible and appropriate.
 - ii. Assure mutual understanding between committee and respective management division, of approved goals, policies and expectations.
 - iii. Keep informed generally regarding the extent and quality of operational performance.
 - iv. Seek an acceptable level of congruence among board expectations, management performance and, generally, resident experience and desire.
 - v. Seek optimum benefit/cost results in the committee's area of concern.
 - vi. Review on a continuing basis the long-range needs of the Laguna Woods Village community, its residents, facilities, services and programs, within the committee's area of concern, and develop information that will assist this corporation, or the housing corporations, in addressing anticipated future needs within their areas of responsibility. Forward recommendations and information based on said review to the Board of directors of this corporation, or to other governance entities as appropriate.

COMMITTEE'S AREAS OF CONCERN

2. Promote two-way communications within the community by every medium available.
3. Ensure the maintenance and operation of GRF Broadband and cable services system, the website, social media, and all publications and broadcasts under the committee's jurisdiction.
4. Serve as liaison between the GRF Board and the Media and Communications Department.
5. Work with GRF committees and GRF Board of Directors on matters related to areas of responsibility in this Charter.

6. Review the capital requirements, service levels, and projected revenue related to the GRF Media and Communications Department (cable, advertising revenue, Village Television and internet services), other activities referenced in this Charter, and make recommendations to the GRF Board for approval.
7. Review all non-budgeted requests originated by the GRF Media and Communications Department, advertising revenue, Village Television and internet services), or the CEO/COO, and recommend appropriate action to the Finance Committee and GRF Board, respectively, for approval.
8. Ensure that the Headend, Broadband and Village Television facilities, equipment and operations, owned or managed by this corporation, are maintained as necessary to sustain a consistent level of performance to meet the requirements of the Community, the City of Laguna Woods Franchise Agreement, and FCC Regulations.
9. Direct the managing agent to prepare specifications and contracts used for procurement of programming, services, and commercial advertisements. Review and modify criteria, as reflected in Resolution 90-17-15 Programming Network Contract Renewals. See Attached.
10. Direct the managing agent to implement capital plan projects per Board-approved scope of work.
11. Serve as a liaison between the GRF Board and the managing agent to ensure that communications services, and any associated equipment, are appropriate for the intended services. Make recommendations to all Boards, as necessary.
12. Perform such other duties as may be assigned by the GRF Board of Directors.

RESOLVED FURTHER, that Resolution 90-19-04, adopted January 2, 2019, 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.



RESOLUTION 90-20-0324-XX

**Golden Rain Foundation of Laguna
Woods Media and Communications
Committee Charter**

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

WHEREAS, this Charter has not been updated since January ~~2, 2019~~, 2020.

NOW THEREFORE BE IT RESOLVED, ~~January 7, 2020~~ June 4, 2024, that the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Media and Communications Committee as follows:

1. Comply with Resolution G-9-95, ~~"General Duties of Standing Committees,"~~ adopted October 3, 1989:

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

COMMITTEE'S AREAS OF CONCERN

2. Promote two-way communications within the community by every medium available.

~~3. Ensure the maintenance and operation of GRF Broadband and cable services system, the website, social media, and all publications and broadcasts under the committee's jurisdiction.~~

~~4.3.~~ Serve as liaison between the GRF ~~Board~~Board of Directors and the Media and Communications ~~Department~~Division.

~~5.4.~~ Work with GRF committees and GRF Board of Directors on matters related to areas of responsibility in this Charter.

~~6.5.~~ Review the capital requirements, service levels, and projected revenue related to the GRF Media and Communications ~~Department (cable, advertising revenue, Village Television and internet services),~~Division, other activities referenced in this Charter, and make recommendations to the GRF Board for approval.

~~7.6.~~ Review all non-budgeted requests within the committee's scope of work originated by the GRF ~~Board, the~~ Media and Communications ~~Department, advertising revenue, Village Television and internet services),~~Division, or the CEO/~~COO~~, and recommend appropriate action to the Finance Committee and GRF Board, respectively, for approval.

~~8. Ensure that the Headend, Broadband and Village Television facilities, equipment and operations, owned or managed by this corporation, are maintained as necessary to sustain a consistent level of performance to meet the requirements of the Community, the City of Laguna Woods Franchise Agreement, and FCC Regulations.~~

~~9. Direct the managing agent to prepare specifications and contracts used for procurement of programming, services, and commercial advertisements. Review and modify criteria, as reflected in Resolution 90-17-15 Programming Network Contract Renewals. See Attached.~~

~~10.7.~~ Direct the managing agent to implement capital plan projects per Board-approved scope of work of this committee.

~~11.8.~~ Serve as a liaison between the GRF Board and the managing agent to ensure that communications services, ~~and any associated equipment,~~ are appropriate for the intended services. Make recommendations to all Boards, as necessary.

~~12.9.~~ Perform such other duties as may be assigned by the GRF Board of Directors within the Media and Communications Division scope of work.

RESOLVED FURTHER, that Resolution 90-~~19-04~~20-03, adopted January ~~2,~~
~~2019~~7, 2020, 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 90-24-XX

Golden Rain Foundation of Laguna Woods Media and Communications Committee Charter

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

WHEREAS, this Charter has not been updated since January 7, 2020.

NOW THEREFORE BE IT RESOLVED, June 4, 2024, that the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Media and Communications Committee as follows:

1. Comply with Resolution G-9-95, "General Duties of Standing Committees," adopted October 3, 1989:
 - i. Advise and recommend to the Board, goals, policies and expectations in the committee's area of concern, and in management's divisional performance, for the purpose of evaluating ongoing experience; these goals, policies and expectations should be quantifiable or otherwise measurable, wherever possible and appropriate.
 - ii. Assure mutual understanding between committee and respective management division, of approved goals, policies and expectations.
 - iii. Keep informed generally regarding the extent and quality of operational performance (within the committee's scope of responsibilities).
 - iv. Seek an acceptable level of congruence among board expectations, management performance and, generally, resident experience and desire.
 - v. Seek optimum benefit/cost results in the committee's area of concern.
 - vi. Review on a continuing basis the long-range needs of the Laguna Woods Village community, its residents, facilities, services and programs, within the committee's area of concern, and develop information that will assist this corporation, or the housing corporations, in addressing anticipated future needs within their areas of responsibility. Forward recommendations and information based on said review to the Board of directors of this corporation, or to other governance entities as appropriate.
2. Promote two-way communications within the community by every medium available.
3. Serve as liaison between the GRF Board of Directors and the Media and Communications Division.

4. Work with GRF committees and GRF Board of Directors on matters related to areas of responsibility in this Charter.

5. Review the capital requirements, service levels, and projected revenue related to the GRF Media and Communications Division, other activities referenced in this Charter, and make recommendations to the GRF Board for approval.

6. Review all non-budgeted requests within the committee's scope of work originated by the GRF Board, the Media and Communications Division, or the CEO, and recommend appropriate action to the Finance Committee and GRF Board, respectively, for approval.

7. Direct the managing agent to implement capital plan projects per Board-approved scope of work of this committee.

8. Serve as a liaison between the GRF Board and the managing agent to ensure that communications services are appropriate for the intended services. Make recommendations to all Boards, as necessary.

9. Perform such other duties as may be assigned by the GRF Board of Directors within the Media and Communications Division scope of work.

RESOLVED FURTHER, that Resolution 90-20-03, adopted January 7, 2020, 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.

STAFF REPORT

DATE: June 4, 2024
FOR: GRF Board of Directors
SUBJECT: Approve Broadband Committee Charter

RECOMMENDATION

Approve a resolution for the Golden Rain Foundation (GRF) Broadband Committee charter revision (Attachment 1)

BACKGROUND

The Broadband Committee (formerly an ad hoc committee to the Media and Communications Committee) has been re-established pursuant to Article 7, Section 7.1.1 of the Bylaws of the Corporation.

DISCUSSION

The Broadband charter was developed to clarify the duties as may be assigned by the GRF Board of Directors within the Broadband Division's scope of work. The Broadband Ad Hoc Committee formerly reported to the Media and Communications Committee. That reporting structure has been modified, and therefore, staff recommends the Broadband Committee be re-established to report directly to the GRF Board. The charter includes the General Duties of Standing Committees, and the Committee's Area of Concern, which is specific to Broadband operations.

FINANCIAL ANALYSIS

No financial impact anticipated.

Prepared By: Paul Ortiz, General Manager of Broadband Services

Reviewed By: Robert Carroll, General Service Director.

ATTACHMENT(S)

Attachment 1: Resolution 90-24-XX Broadband Committee Charter

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RESOLUTION 90-24-XX

Golden Rain Foundation of Laguna Woods Broadband Committee Charter

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

WHEREAS, this Charter is recreated effective May 2, 2024.

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

1. Comply with Resolution G-9-95, "General Duties of Standing Committees," adopted October 3, 1989:

- i. Advise and recommend to the Board, goals, policies and expectations in the committee's area of concern, and with the mutual management's goals, policies, and expectations which should be quantifiable or otherwise measurable, wherever possible and appropriate.
- ii. Keep informed generally regarding the extent and quality of operational performance.
- iii. Seek an acceptable level of congruence among board expectations, and, generally, resident experience and desire.
- iv. Seek optimum benefit/cost results in the committee's area of concern.
- v. Review on a continuing basis the long-range needs of the Laguna Woods Village community, its residents, facilities, services and programs, within the committee's area of concern, and develop information that will assist this corporation, or the hosting corporations, in addressing anticipated future needs within their areas of responsibility. Forward recommendations and information based on said review to the Board of directors to the corporation, or to other governing entities as appropriate.

COMMITTEE'S AREAS OF CONCERN

1. Creating, supporting, and committing to the education of the community through the channels utilized by the Media and Communications Committee of the functionalities associated with the Broadband services.

2. Ensure the maintenance and operation of GRF Broadband, Internet, and Village Television, formerly known as TV-6 facilities, under the committee's jurisdiction.

3. Serve as liaison between the GRF Board and the General Services Department to ensure that broadband services and associated equipment are appropriate for intended services.

4. Work with GRF committees, other Board of Directors, and GRF Board of Directors on matters related to areas of responsibility in this Charter.
5. Review the budget requests for capital requirements, service levels, and projected revenue related to the Broadband Department (cable and internet services), other activities referenced in this Charter, and make recommendations to the GRF Board and Finance Committee for approval.
6. Review all non-budgeted requests originated by the GRF Broadband Department or the CEO/COO, and recommend appropriate action to the Finance Committee and GRF Board, respectively, for approval.
7. Ensure that the Network Operations Center, Broadband, internet, Village Television facilities, equipment and technical operations, owned or managed by this corporation, are maintained as necessary to sustain a consistent level of performance to meet the requirements of the Community, the City of Laguna Woods Franchise Agreement, and FCC Regulations.
8. Direct the managing agent to prepare specifications and contracts used for procurement of applications associated with all Broadband operations. Review and modify criteria, as reflected in Resolution 90-20-03 Programming Network Contract Renewals.
9. Direct the managing agent to implement capital plan projects per Board-approved scope of work.
10. Serve as a liaison between the GRF Board and the managing agent to ensure that any associated equipment, software, and interconnections are appropriate for the intended services. Make recommendations to all Boards, as necessary.
11. Maintain effective communications and relationships with the external jurisdictions; monitor federal, state, county, and local governments regarding the impact that proposals/actions may have on the GRF Broadband Services system (FCC Rules and Regulations, U.S. government, California state government, County Board of Supervisors, City of Laguna Woods, neighboring cities, planned communities, etc.) and make recommendations to the GRF Board regarding said impacts.
12. Perform such other duties as may be assigned by the GRF Board of Directors.

RESOLVED FURTHER, that right Resolution 90-20-3 for January 7, 2020, 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.



Treasurer's Report for June 4, 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 April 30, 2024, GRF had net revenue of \$2.1M, with total revenue of \$17.6M and total expense of \$15.5M. GRF was better than budget by \$498K with total expenses coming in lower than budget by \$683K primarily due to less cable programming costs and materials and supplies than anticipated. This was partially offset by revenue coming in lower than budget by (\$185K) primarily due to less broadband services revenue than anticipated.

Slide 2 – The next chart displays the Operating Fund activities, which excludes the non-operating revenues, expenses and depreciation. This report shows a favorable variance of \$427K through the reporting period, with expenses better than budget by \$686K, offset by non-assessment revenue worse than budget by (\$259K).

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

Favorable. Overall, we had favorable variances in:

- Cable programming/franchise fees of \$320K due to TV programming contract re-negotiations.
- Materials & supplies \$162K primarily due to less materials needed than budgeted year to date for golf supplies, such as herbicide and insecticide, savings in coffee/kitchen supplies at Clubhouse 1 due to closure, and equipment not yet ordered for the PAC.
- Clubhouse rentals and event fee revenue of \$140K due to more GRF and club event fees at the Performing Arts Center (PAC) for events such as such as King of Queen, Jimmy's Buffet, Bob Dylan, Delfonics, and ABBA FAB tribute bands.
- Employee compensation & related of \$138K due to various vacancies such as janitorial positions, a production coordinator position in the TV Studio, and auto mechanic

positions. Vacancies also include positions in Landscape and Maintenance and Construction; slight offset in outside services for Landscape GRF Grounds Maintenance.

Unfavorable. Some offsetting unfavorable variances included:

- Unfavorable variance of (\$366K) in Broadband services revenue primarily due to revenue not yet collected for Village Breeze sponsorships. In addition, advertising revenue in Media Services is unfavorable as political advertisements will begin later this year, but budget was spread evenly throughout the year. Finally, a Sponsorship generating program in Media and Communications was anticipated to be launched in 2024 but has not yet occurred.

Slide 4 – This slide shows sources of revenue other than the assessments, such as fees and rentals. To date, we have received \$3.6M 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, Electric Vehicle Charging Revenue, Additional Occupant Fees, Sponsorship Income, and Equestrian Center fees, among others, amount to 16%. These revenues offset costs and help keep assessments down.

Slide 5 – Consistent with prior months, our largest operating expense is compensation, followed by cable and programming expenses. Of the \$13.8M, excluding depreciation, these two categories account for 72% of the total Operating expense. Insurance, Professional and Legal, Utilities & Fuel, Outside Services, etc. make up the remaining 28%.

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 \$43.2M; restricted fund balances have an ending balance of \$4M. Included in these totals are contributions received this year through assessments, trust facilities fees, and investment earnings.
- The 2nd column shows the work in progress of \$9.3M 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 \$33.9M 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 246 through April 30, 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 \$29.8M appropriated by the Board for various projects and equipment purchases, the remaining encumbrances against our reserve funds is \$20.4M, primarily for renovation projects. Restricted funds had total appropriations of \$47K, all remaining for the West Creek Fuel Modification.

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 \$29.7 million in reserve funds and \$2.9 million in contingency funds.

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GRF Financial Report

As of April 30, 2024



INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$11,626	\$11,626	\$0
Non-Assessment Revenue	\$5,938	\$6,123	(\$185)
Total Revenue	\$17,564	\$17,749	(\$185)
Total Expense	\$15,504	\$16,187	\$683
Net Revenue/(Expense)	\$2,060	\$1,562	\$498

GRF Financial Report

As of April 30, 2024

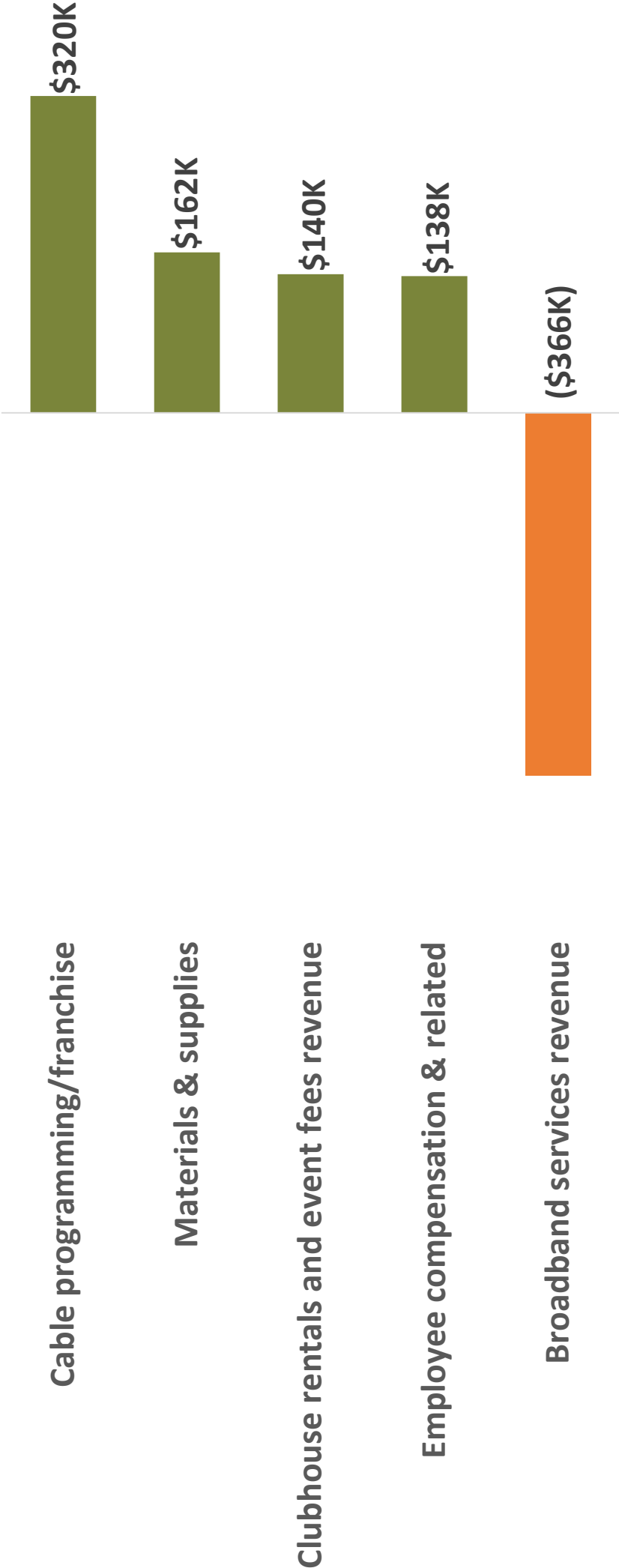


OPERATING ONLY INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$10,760	\$10,760	\$0
Non-Assessment Revenue	\$3,558	\$3,817	(\$259)
Total Revenue	\$14,318	\$14,577	(\$259)
Total Expense ¹	\$13,801	\$14,487	\$686
Operating Surplus/ (Deficit)	\$517	\$90	\$427

1) excludes depreciation

GRF Financial Report

As of April 30, 2024
Operating Only



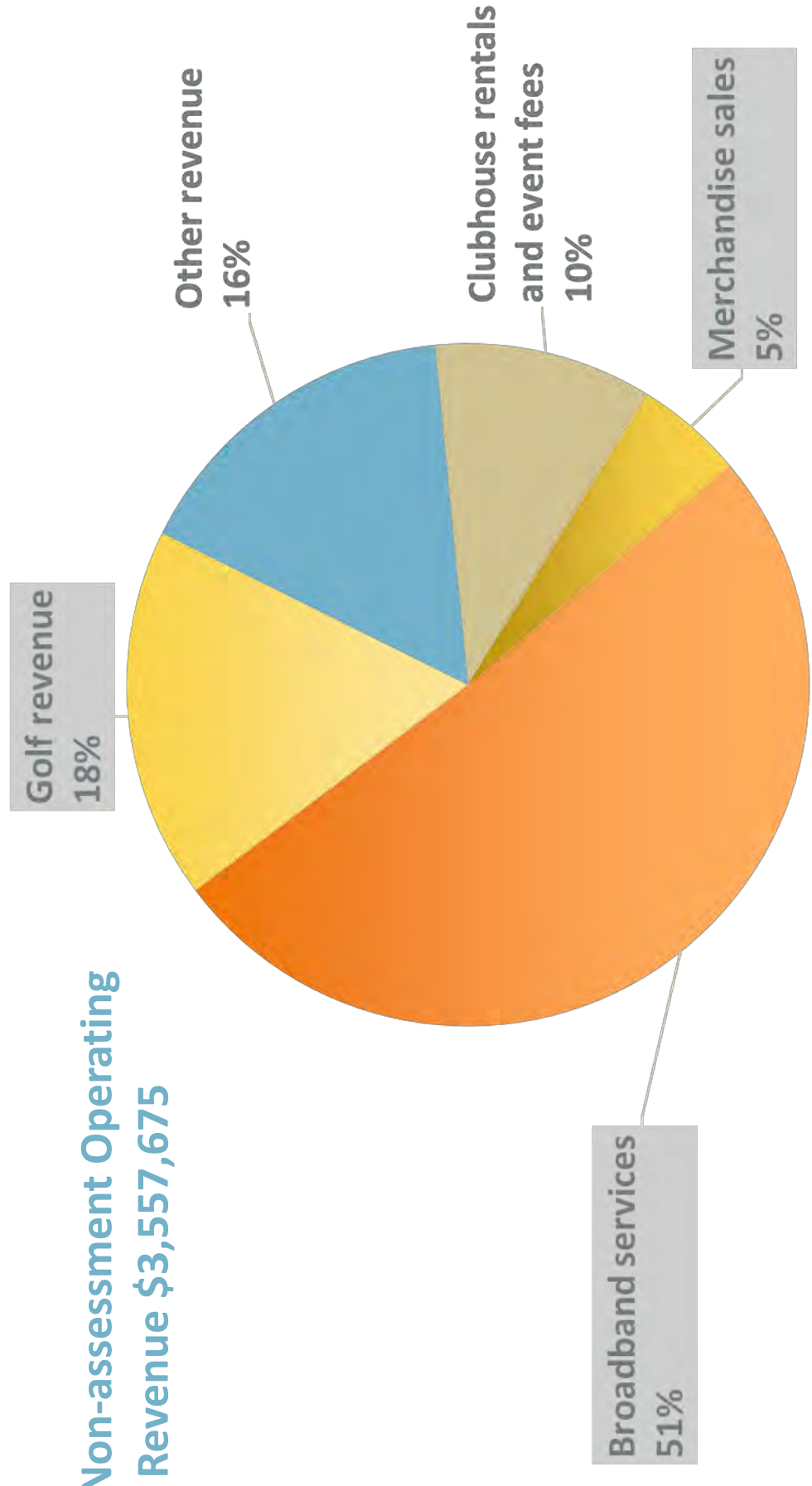
■ Unfavorable ■ Favorable

GRF Financial Report

As of April 30, 2024



**Total Non-assessment Operating
Revenue \$3,557,675**

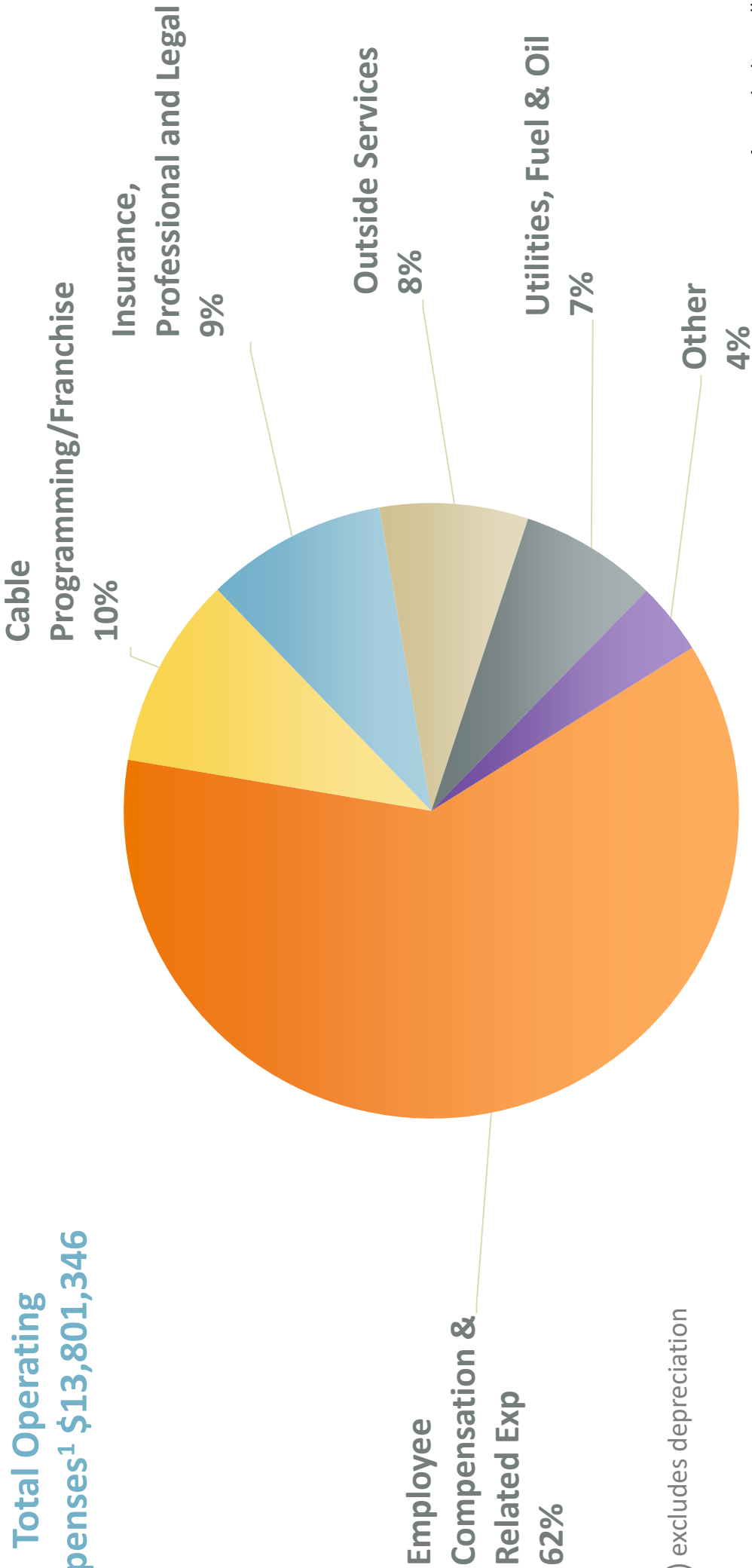


GRF Financial Report

As of April 30, 2024



Total Operating Expenses¹ \$13,801,346



1) excludes depreciation

GRF Financial Report

As of April 30, 2024



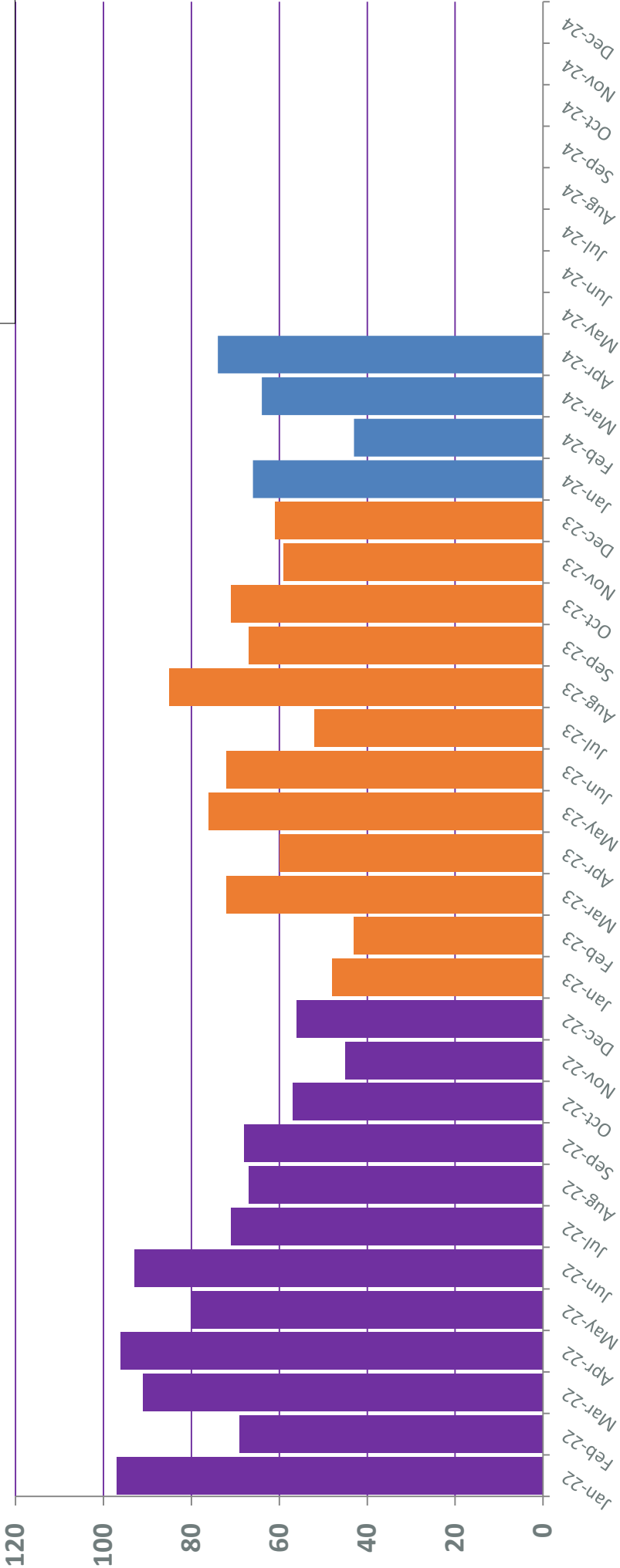
RESERVE FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment Fund	\$7,151	\$6,506	\$645
Facilities Fund	\$18,733	\$2,822	\$15,911
Trust Facilities Fee Fund	\$17,353	\$0	\$17,353
TOTAL	\$43,237	\$9,328	\$33,909
RESTRICTED FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Contingency Fund	\$4,000	\$43	\$3,957

GRF Financial Report

As of April 30, 2024

Resale History — Consolidated

NO. OF RESALES		AVG. RESALE PRICE
YTD 2022	352	\$391,284
YTD 2023	223	\$379,120
YTD 2024	246	\$460,710



GRF Financial Report

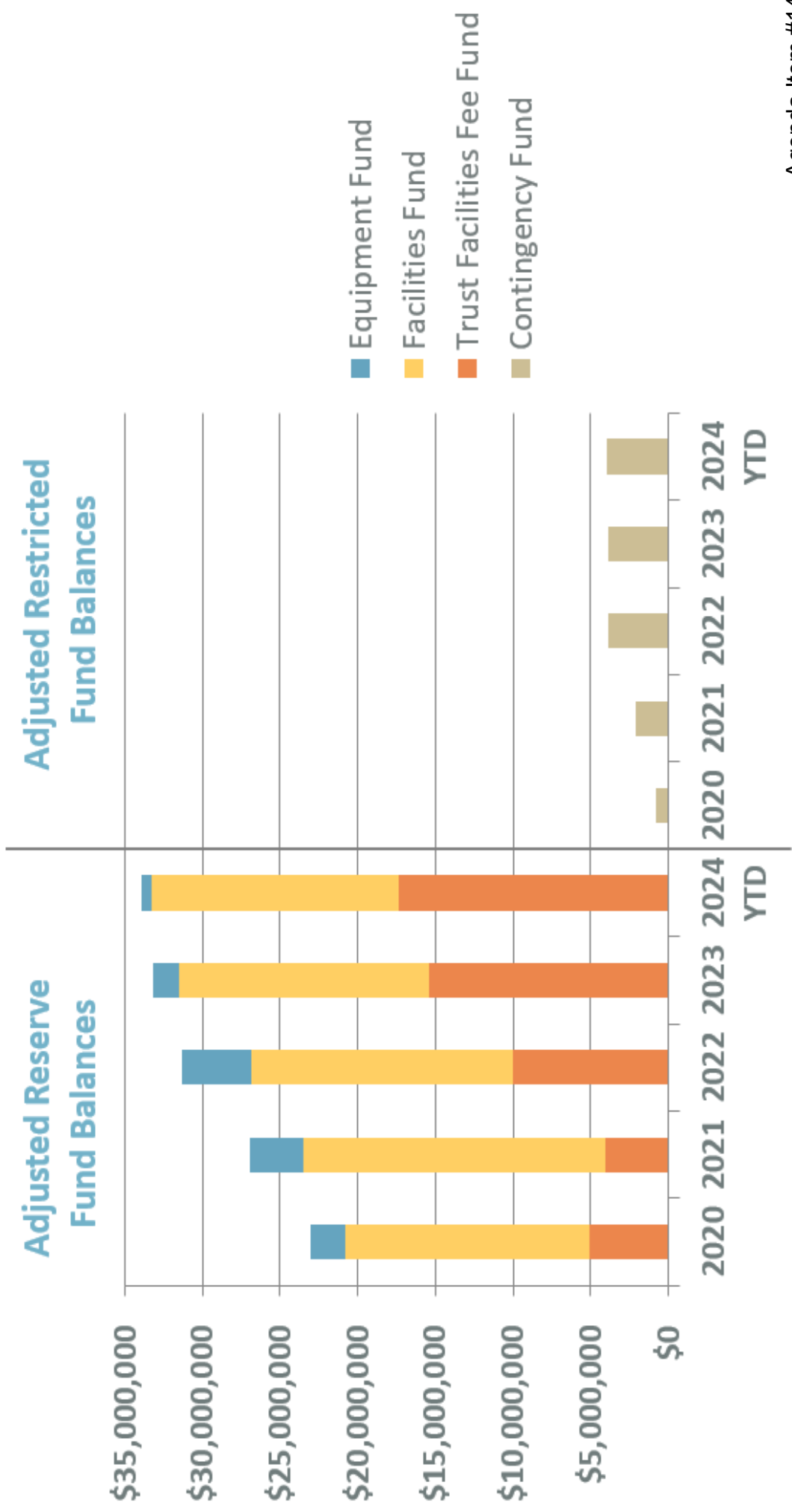
As of April 30, 2024



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	340	0	0
Clubhouses	3,101	1,808	0	0
Computers	5,045	2,348	0	0
Equestrian Center	54	54	0	0
Garden Centers	50	50	0	0
Golf Facilities	926	442	0	0
Grounds & Misc	3,891	1,293	0	0
Other Equipment	30	19	0	0
Other GRF Facilities	11,026	10,052	47	47
Paving & Pavers	784	784	0	0
Roofing Projects	48	48	0	0
Security	36	10	0	0
Vehicles	4,116	2,950	0	0
TOTAL	\$29,811	\$20,444	\$47	\$47

GRF Financial Report

As of April 30, 2024



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FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, April 17, 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, Donna Rane-Szostak

DIRECTORS ABSENT: Moon Yun, Sue Stephens

ADVISORS PRESENT: None.

STAFF PRESENT: Steve Hormuth, Jose Campos, Karina Vargas

OTHERS PRESENT: GRF - Egon Garthoffner, Juanita Skillman
United - Ellen Leonard
Third - David Veeneman

Call to Order

GRF Treasurer, William Cowen, chaired the meeting and 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 the Agenda

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

Approval of Meeting Report of February 21, 2024

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

Chair's Remarks

Director Cowen thanked all members who participated in the audit.

Member Comments (Items Not on the Agenda)

None.

Department Head Update

Steve Hormuth, Director of Financial Services, shared the completion of the KPMG audit resulting in a favorable opinion. The board accepted the audit report into corporate records on April 4, 2024. Members have been encouraged to view the complete audit report on the

Agenda Item #14a(2)

Page 1 of 2

Laguna Woods Village website as they wait to receive a condensed summary of the audited financials by the end of April.

Preliminary Financial Statements dated March 31, 2024

Jose Campos, Assistant Director of Finance, presented the financial statements dated March 31, 2024. Questions were addressed and noted by staff.

Endorsements from Standing Committees

Security and Community Access Committee- Emergency Radio Equipment Installation. Daniel Lurie, Security Supervisor, presented a staff report recommending approval of a supplemental appropriation for the installation of radio equipment purchased in 2020 in the amount of \$11,250 to include a 10% contingency of \$1,125 for unforeseen costs for a combined total of \$12,375 to be funded using the equipment fund. Director William Cowen made a motion to approve and endorse the recommended, the motion was seconded and passed by unanimous decision.

Items for Future Agendas:

RV Fees

Traffic Fees

Golf Fees

Committee Member Comments

None.

Date of Next Meeting

Wednesday, June 19, 2024 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 2:30 p.m.

William Cowen

William Cowen (May 1, 2024 23:36 PDT)

William Cowen, Chair

OPEN MEETING

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

Thursday, April 11, 2024 – 1:30 p.m.
Board Room/Virtual Meeting

MEMBERS PRESENT: Yvonne Horton, Chair, Cush Bhada, Mark Laws, Andy Ginocchio, Ellen Leonard, Sue Quam, Peter Sanborn, Dennis Boudreau, Elsie Addington

MEMBERS ABSENT: Ajit Gidwani

OTHERS PRESENT: Juanita Skillman, Joan Milliman

STAFF PRESENT: Alison Giglio, Jennifer Murphy, Jackie Chioni, Laura Cooley, Tom McCray, Samantha Kurland, Sabine Bayless

Call to Order

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

Acknowledgement of Media

There was no press present.

Approval of Agenda

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

Motion passed unanimously.

Approval of Committee Report for March 14, 2024

Director Ginocchio made a motion to approve the report. No second recorded.

Motion passed unanimously.

Chair's Remarks

Chair Horton stated the Library is one of the busiest amenities and it would be a sad mistake if closed.

Report of the Recreation and Special Events Director

Ms. Giglio reported the following Recreation Department highlights: Pool 2 will reopen on April 17; Pool 6 will close until the regularly schedule summer schedule beginning Memorial Day weekend; the Clubhouse 5 St. Patrick's Day buffet reported the largest attendance for this dinner at 208 attendees; although lower attendance than usual due to rain, the Health and Wellness Expo on March 23 brought in over 500 attendees with 25 different sponsors generating almost \$19k in sponsorship money; the Easter Buffet had 212 attendees; approximately 500 people attended the Village Bazaar on April 6 with 34 resident vendors selling their treasures; significant plumbing repairs to the Clubhouse 6 kitchen and bathrooms were completed; stall painting and safety matting projects have begun at the Equestrian Center; a 17-year-old gelding will be purchased in April for Equestrian lessons which accounts for one of two horses that will be replaced to keep the lesson program operational; Fitness continues to average 400+ users during the week and approximately 250 users on the weekends; badminton and volleyball have been using a tennis court during the closure of Clubhouse 1; Library volunteers worked 854 hours in March supporting 2,314 residents; the honor system paperbacks, puzzles and use of the reading area remain very popular with Library patrons.

Ms. Giglio reported the following regarding the Clubhouse 1 renovation project: the project is going well with users and clubs still settling into their new locations; please note the area is closed to residents and security will be called if a resident is found within the gates; the water is off at the facility while they do demolition in the restrooms which has impacted the bocce court sink; a one guest only policy, at all times, for pickleball and the fitness center has been initiated to accommodate additional users; staff is working to find options for volleyball play;

Ms. Giglio reported the following GRF Board update: an appeal was made to consider the exception to continue offering the Champagne Pops series at the Performing Arts Center for one more year in 2025 and after review, the GRF Board approved the exception to policy for 2025 only; the Fitness television schedule changes were approved and is now on 28-day notification.

Ms. Murphy stated the following upcoming events: a Huey Lewis and the News tribute band, the Heart of Rock N Roll, will be at the Performing Arts Center on April 20 at 7:30 p.m.; an AARP course refresher will be hosted at Clubhouse 2 on April 20, 8:30 a.m. to 1 p.m.; the Club Expo will be hosted at Clubhouse 5 on April 30, 10 a.m. to 1 p.m.; Clubhouse 2 will host the Kentucky Derby on May 4 at 2 p.m.; tickets for the Mother's Day buffet are on sale today which will be hosted on May 12 at Clubhouse 5 at 1 p.m.; the free Monday movie at the Performing Arts Center on May 20 will be *Flags of our Fathers* with showtimes at 2 and 7 p.m.; the Performing Arts Center will host Yachty by Nature on June 6 at 6:30 p.m.

Mr. McCray reported the following: the golf course in great shape as the first week of aerification has begun with course 2 undergoing this process next week; the driving range project is growing grass after the dormant months; a green expansion on course 1 will be completed by in-house staff; the Garden Center staff change will allow for reassessment of outsourced maintenance management.

Discussion ensued.

Member Comments (Items Not on the Agenda)

Members were called to speak on the following: replacement of archery range flooring; music club offerings and request for a dedicated space; importance of the Laguna Woods Village Library; please attend the Club Expo on April 30; formal invitation for committee members to participate in the Men's Golf Club tournament and/or dinner on May 18 and ways to be involved through donations.

CONSENT

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

Motion passed unanimously.

REPORTS

None.

ITEMS FOR DISCUSSION AND CONSIDERATION

Review of Community Activities Committee Charter –Director Laws made a motion to recommend the revised Community Activities Committee Charter. No second recorded.

Motion passed unanimously.

Billiards Relocation to Clubhouse 1 Art Room - Director Ginocchio made a motion to recommend the proposed relocation of billiards to the Clubhouse 1 Art Room and recommend the unbudgeted operating expenses associated with relocating the activity. Director Bhada seconded.

Ms. Giglio stated the staff report.

Discussion ensued.

Members were called to speak regarding in favor of the proposal.

Motion passed unanimously.

Dog Licensing and Vaccination Day – Director Laws made a motion to update policy and procedures to allow for this event to occur without being an exception. Director Leonard seconded.

Ms. Murphy stated the staff report.

Discussion ensued.

Members were called to speak regarding in favor of this program.

Motion was withdrawn.

Director Laws made a motion to grant this event exception for 2025. Seconder stands.

Motion passed unanimously.

Donation of \$1,000 for Installation of a New 30 Amp 2 pole breaker at Clubhouse 4 Woodshop – Director Laws made a motion to deny the donation of \$1,000 for installation of a new 30 Amp 2 pole breaker at Clubhouse 4 Woodshop. Director Sanborn seconded.

Ms. Giglio stated the staff report.

Discussion ensued.

Director Quam amended the motion to accept the donation of \$1,000 for installation of a new 30 Amp 2 pole breaker at Clubhouse 4 Woodshop. Director Leonard seconded.

Discussion ensued.

Motion passed 6-1. Director Laws opposed.

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.

Review of Tennis Center Operating Rules - Staff was directed to keep this item under Items for Future Agendas.

CONCLUDING BUSINESS

Committee Member Comments

Director Ginocchio stated a spirit of cooperation was witnessed today as change is evitable. He applauds the billiards group and over time adjustments to balance offerings will require more cooperation and representation to include musicians, theatrical groups and all clubs. Advisor Boudreau stated a review of all annual exceptions is necessary to be done at one time instead of individually and could be included in one list. Advisor Addington stated annual exception review process is a good idea, but each year should be reviewed carefully as renewals are not guaranteed.

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, May 9, 2024.

Adjournment

There being no further business, the Chair adjourned the meeting at 3:17 p.m.

____*Yvonne Horton*____

Yvonne Horton, Chair

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OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
LANDSCAPE COMMITTEE
WEDNESDAY, May 8, 2023 – 1:30 P.M.
BOARD ROOM / VIRTUAL MEETING
Laguna Woods Village Community Center
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT:	Chair – Cush Bhada, Juanita Skillman, Ira Lewis, S.K. Park, Sue Quam, Glenn Miller, Maggie Blackwell (substitute)
COMMITTEE MEMBERS ABSENT:	Anthony Liberatore
OTHERS PRESENT:	None
ADVISORS PRESENT:	None
STAFF PRESENT:	Kurt Wiemann, Megan Feliz

1. Call Meeting to Order

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

2. Acknowledgment of Media

No formal press was present.

3. Approval of the Agenda

Director Skillman moved to approve the agenda, and Director Lewis seconded it.
The agenda was approved without objection.

4. Approval of the Meeting Report for February 14, 2024

Director Park moved to approve the agenda, and Director Lewis seconded it.
The report was approved without objection.

5. Chair Remarks

Chair Bhada thanked everyone for coming and announced this was his first meeting as the chair. He hopes to keep the gardens green and to do a good job.

6. Department Head Update

6a. Charging Station Update

Mr. Wiemann provided an update, letting them know that the wall's construction will begin on May 20. The project will take 3-4 weeks to complete. Once completed, the electrical modifications will begin.

6b. West Creek Update

Mr. Wiemann notified everyone that the West Creek cleanup was complete. Two palm trees are still present and will be removed by in-house crews because they are a fire hazard.

7. Member Comments (Items Not on the Agenda)

- Member comment made about Willow Trees
- Member comment made about West Creek

8. Response to Member's Comments

Mr. Wiemann and Director Skillman responded to the member's comment.

Items for Discussion and Consideration

9. Gate Design Schedule

Mr. Wiemann notified the committee that the landscape designer is working on the entry gate project. He should have a layout in the next two weeks and will email the plans to the committee when he receives them.

10. Mulch Agreement

Mr. Wiemann explained the agreement between the City of Laguna Woods and GRF. Mr. Wiemann asked the committee for approval and notified them it would go to the GRF attorney for approval before going to the GRF board. Director Skillman moved the motion, and Director Miller seconded the motion. The motion passed without objections.

Future Agenda Items:

- AB 1572, Gate 11 and Clubhouse 1

Concluding Business:

11. Committee Member Comments

- Director Miller made a comment asking about West Creek.
- Director Lewis is asking for AB 1572 to be added to the future agenda.

12.Date of Next Meeting – Wednesday, August 14, 2024 at 1:30 p.m.

13.Recess at 2:20 p.m.

Cush Bhada

Cush Bhada (May 10, 2024 14:38 PDT)

Cush Bhada, Chair

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

Agenda Item #14c
Page 3 of 4

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OPEN MEETING

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

**Wednesday, April 10, 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, Brad Rinehart, SK Park, Alison Bok, Pearl Lee, Sue Stephens

OTHERS PRESENT: **GRF:** Egon Garthoffner
Advisor: Bill Walsh

STAFF PRESENT: Guy West – Staff Officer & Projects Division Manager, Bart Mejia – Maintenance & Construction Assistant Director, 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 February 14, 2024

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

5. Chair's Remarks

None.

6. Department Head Update

None

7. Member Comments

A member commented on the shades and beams in the shuffleboard room at Clubhouse 1.

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

Items for Discussion and Consideration:

10. PAC Restrooms Interior Design Presentation

Mr. West introduced a representative from 27 Diamonds who presented the interior design draft for the PAC restrooms. The committee agreed to recess before the end of the meeting to evaluate the samples of selected materials from the design.

11. Clubhouse 1 Update

Mr. West provided an update of the Clubhouse 1 project with photos and answered questions from the committee.

12. Welding Shop Update

Mr. West provided an update of the Welding Shop project with photos and answered questions from the committee.

13. Energy Audit Update

Mr. Mejia gave an overview of the ongoing energy survey project. A formal presentation will be made at a future meeting once the final report is received.

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:

14. Committee Member Comments

- Chair Horton commented on the Clubhouse 7 sound system project.
- Director Garthoffner commented on electric vehicle charging usage at the Community Center.
- Director Mukhopadhyay commented on the progress of the Clubhouse 1 progress.
- Advisor Walsh advised the committee of the Earth Day event in the Village.

At this time, the committee recessed to review design samples. Staff was directed to proceed with the design with the change that the men's and women's restrooms are to both incorporate the beige palette.

15. Date of Next Meeting: Wednesday, June 12, 2024 at 9:30 a.m.

16. Recess

The meeting was recessed to closed session at 10:30 a.m.

DRAFT

Yvonne Horton, Chair

Golden Rain Foundation
Maintenance & Construction Committee
Regular Open Session
April 10, 2024
Page 4 of 4

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



OPEN MEETING

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

**Wednesday, May 1, 2024 – 12:30 p.m.
Clubhouse 5 – 24262 Punta Alta, Laguna Woods, CA 92637
In Person and Virtual with Zoom**

REPORT

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

MEMBERS ABSENT: Glenn Miller, Peter Sanborn

OTHERS PRESENT: **GRF:** Egon Garthoffner, Juanita Skillman
United: Maggie Blackwell
Third: Nathaniel Lewis

STAFF PRESENT: Manuel Gomez – Maintenance & Construction Director, Bart Mejia, Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Alison Giglio - Recreation and Special Events Director, Tom Siviglia – Security Division Operations Manager, Sandra Spencer – Department Administrative Assistant, Heather Ziemba – Projects Division Coordinator

1. Call Meeting to Order

Director Hopkins called the meeting to order at 12:35 p.m.

2. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

3. Approval of the Meeting Report from April 10, 2024

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

4. Remarks of the Chair

Chair Hopkins provided the audience an overview of what the meeting would include, what the next steps would be, and that the community would continue to be involved in the process.

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

None.

6. Response to Member Comments

None.

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.*

a. None

9. Items for Discussion and Consideration

- a. Continue Discussion of Options Presented on April 10, 2024
 - i. Nancy Carlson/Andy Ginocchio – Directors Carlson and Ginocchio presented a condensed version of their previously submitted proposed solution.
 - ii. Jim Hopkins – Chair Hopkins presented a condensed version of his previously submitted proposed solution.
 - iii. Sue Stephens – Director Stephens withdrew her previously submitted proposed solution and announced her support of Chair Hopkins' proposal.
 - iv. Cush Bhada – Director Bhada presented his proposed solution.

The merits of the proposed solutions were discussed amongst the committee members. Comments included the need for a cost analysis of each proposed solution, maximizing the space within the Community Center, and the importance of member input.

Approximately 20 members commented on the proposed solutions presented by the committee members.

Discussion ensued and various motions were made, seconded and rescinded.

A final motion was made by Chair Hopkins to present Option (i) Proposed Solution by Nancy Carlson/Andy Ginocchio and Option (ii) Proposed Solution by Jim Hopkins to the GRF Board for consideration. The motion was seconded by Director Stephens and passed by a vote of 8/2/0 (Director Bhada and Director Tuning opposed).

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.*

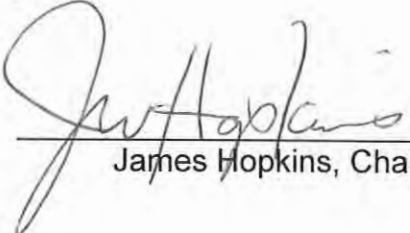
The meeting adjourned without discussing this item.

11. **Committee Member Comments**

The meeting adjourned without discussing this item.

12. **Date of Next Meeting:** TBD

13. **Adjournment:** The meeting was adjourned at 4:04 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, April 15, 2024 – 3:30 p.m.
Board Room / Virtual Hybrid Meeting**

REPORT

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

Members Absent: None

Others Present: Richard Rader

Staff Present: Jennings Lai, Catherine Laster, Susan Logan-McCracken, Ellyce Rothrock

1. Call to Order

The meeting was called to order at 3:38 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 Skillman found a typo in the Workflow Report, March 2024, on page 9 of 12 of agenda item 7. The Disaster Preparedness Task Force was wrongly abbreviated as PDTF. The agenda will be corrected.

4. Approval of Report for January 15, 2024

Approved by unanimous consent.

5. Chair's Remarks

Chair Milliman welcomed the committee and introduced new member, Director Rane-Szostak.

6. Member Comments

There were no member comments.

Items for Discussion

7. Media and Communications Report – Ellyce Rothrock

Ms. Rothrock called attention to the jobs tracked, resident subscribers added, documents handled and the number of news articles posted to the website in the last three months. She also 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:

- The Village Breeze
- “What’s Up in the Village” weekly email blast
- Weekly press releases sent to the Globe
- Digital newsletters from the GRF, Third Mutual and United Mutual boards of directors
- Targeted emails for Recreation and Community Services

Ms. Rothrock touched upon key messaging that was sent out in addition to regular event updates from Recreation, the Performing Arts Center and the boards.

Ms. Rothrock informed the committee that the new Community Tour Experience video, which replaced the in-person docent tours, is live on the website homepage and ready for viewing. Supplemental open houses with a Q&A session for new and prospective residents is in the planning stage. All new resident orientation tasking has been reabsorbed into the Media and Communications Division.

Ms. Rothrock brought attention to the new Connections & Pathways flyer, designed for print and digital use, which highlights how residents can contact VMS and the boards of directors.

Director Skillman asked for GRF board members to be invited back to speak at new resident orientation events and future open houses.

Mr. Rader commended staff for doing a great job in creating the Connections & Pathways flyer. Chair Milliman emphasized the importance of sharing this flyer with all board members and residents.

8. Website Update – Ellyce Rothrock

Chair Milliman informed the committee that the Website Ad Hoc Committee would be absorbed into the Media and Communications Committee.

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, goals and objectives, brand strategy and positioning, information architecture (site map), unified events calendar, wireframing, resident and staff interviews and usability testing. She noted that Google Analytics admin access was given to the contractor in order to view trends on our site pages. The first set of wireframes have been approved. A robust search function and document storage are being discussed as well.

Carmen Pacella dropped off the Zoom call at 4:13 p.m.

Media and Communications Committee meetings will be calendared and coordinated with the vendor.

9. Review of Revised Committee Charter – Joan Milliman

Chair Milliman read the revised charter, noting edits were made according to feedback from the previous committee meeting. Discussion ensued.

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

Advisor Parker asked whether there was a liaison between the Broadband and Media and Communications divisions and whether Media and Communications created content for Broadband. Ms. Rothrock clarified that the content Media and Communications provides for TV6 includes the message board and PowerPoint presentation decks to accompany “This Day” appearances by directors, staff and outside entities.

Director Blackwell recommended all board members presenting on Village Television should always review their comments with their respective board presidents so as not to make personal statements.

Advisor Parker recommended wording changes to clarify responsibilities in the charter. Discussion ensued. Committee’s areas of concern will be removed from the charter.

Chair Milliman stated the new charter will be reviewed by the GRF board in May.

Mr. Rader said Paul Ortiz gave a lot of useful information at these committees, and he would still like to see the information Mr. Ortiz had been sharing. Chair Milliman said this will be the purview of the Broadband committee that has yet to be formed.

Items for Future Agendas

None

Concluding Business

Committee Member Comments

Advisor Brians confirmed the next meeting would take place at the regularly scheduled time.

Advisor Parker and Director Willis commended the meeting.

Director Blackwell noted that she liked the new ideas and the Community Tour Experience video on the website.

Director Skillman attended the Employee Excellence Awards and wanted to thank and recognize the present employees for their excellent participation.

Director Cook, Director Prince and Ms. Lai had no comment.

Director Rane-Szostak thanked everyone for the opportunity to be on this important committee.

Advisor Nash commented that the Video Club has a disclaimer at the beginning and end of videos, "opinions expressed are those of the participants and not of the club or GRF." This establishes responsibility.

Advisor Frost stated she is happy to be back and likes what she's hearing about the committee's scope and discussion.

Ms. Rothrock thanked everyone for being there and providing feedback.

Ms. McCracken thanked everyone as well.

Chair Milliman thanked Susan for keeping up with the additions and corrections to the charter. She also thanked everyone for a good meeting.

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

Adjournment

Chair Milliman adjourned the meeting at 5 p.m.


Joan Milliman, Chair
Media and Communications Committee

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

Wednesday, May 15, 2024 – 11:00 a.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Juanita Skillman (Acting Chair), Ryna Rothberg, Cush Bhada, Alison Bok, Nancy Carlson, SK Park, Sue Stephens, Elsie Addington (Advisor)

OTHERS PRESENT:

STAFF PRESENT: Robert Carroll, Francisco, Miguel Camarena, Joana Rocha

1. Call to Order

Chair Addington called the meeting to order at 11:00 a.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 February 7, 2024

The meeting report for February 7, 2024, was unanimously approved as written.

5. Chair's Remarks

Director Skillman mentioned that the Security and Community Access Committee is working on traffic rules that might affect transportation.

6. Member Comments (Items Not on the Agenda)

- No member comments.

7. Response to Member Comments

- No response to member comments.

8. Director's Report

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

Mr. Carroll provided dates and locations for upcoming Transportation pop-up booths.

- Director Bhada asked about the RFI sticker
- Director Bhada suggested that Route 2 stop at the community center after leaving gate 10.
- Director Carlson mentioned that the Globe has recurring sections where transportation could submit their hours for residents to know.
- Director Carlson asked about the Boost program boundaries.
- Director Park inquired about who is responsible for covering the costs of the rideshare program.

Items for Discussion

9. Review Mobility and Vehicles Charter

The committee reviewed the charter and highlighted key points to consider when evaluating new vehicles.

- Review major service modifications to the Laguna Woods Village transportation system that are proposed by the Managing Agent and present those modifications to the GRF Board for final approval.
- Review the specifications recommended by the Managing Agent for the procurement of GRF vehicles.
- Review requests submitted to the Committee by the Managing Agent for transportation services and vehicles that require supplemental funding and recommend appropriate action to the GRF Finance Committee.

10. Senior Mobility – City Program Flyer

The Committee reviewed the Senior Mobility Program and answered some questions from the previous meeting in February.

The Committee

Items for Future Agendas

None

Concluding Business:

Committee Member Comments - None

Date of Next Meeting – Wednesday, August 7, 2024, at 1:30 p.m.

Adjournment - The meeting was adjourned at 11:59 a.m.

DRAFT

Juanita Skillman, Acting Co-Chair

Juanita Skillman, 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

Wednesday, April 24, 2024, 1:30 p.m.

Board Room/Virtual Meeting

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

MEMBERS ABSENT: S.K. Park (Excused)

STAFF PRESENT: Carmen Aguilar, Pamela Bashline, Siobhan Foster, Patricia Kurzet, Alycia Magnuson, Eric Nuñez, Donna Rane-Szostak, Tom Siviglia

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 February 28, 2024, meeting report.

5. CHAIRMAN'S REMARKS

Director Skillman would prefer Traffic Rules and Regulations to be approved by May 7, 2024 GRF board meeting.

6. MEMBER COMMENTS (items not on the agenda)

Member Ellen Leonard- Commented on Vandalism in Laguna Woods Village.

Member Mary Wall- Commented on stopping e-bikes from being on the sidewalk.

Member Gerald C. Tiller- Commented on Roof Leaks, Specs on non-standard Landscaping, Prospective buyer Transparency.

REPORTS:

7. Disaster Preparedness Task Force Report

Antenna project is going for approval at the next GRF board meeting on May 7, 2024.

8. Update on Jacob Green and Associates

Director Nuñez and Jacob Green establish an 18-month relationship to develop a GAP analysis

and Emergency Operations Plan for Laguna Woods Village along with table top exercises for Disaster Preparedness.

9. SECURITY STATISTICS

9a. RV Lot: Lot A has 38 vacant spaces. Lot B has seven vacant spaces.

9b. Notice of Violations: 227 violations were written from Feb. 26, 2024 to April 15, 2024.

9c. Pilot Program: A total of 101 citations were written; 57 were processed, 25.44% are unpaid and 15.26% paid by attending traffic school or full monetary fee.

9d. Orange County Sheriff Department: A total of 46 crime incidents were reported in Laguna Woods Village.

9f. Compliance: Clutter and nuisance are the largest categories under the same general umbrella.

9e. Self- initiated Supervisor foot patrol: 40% of foot patrol is light repairs and/or confirming poles are working properly in the community.

9f. Social Services: 29% of falls occur at resident's manor. Social Services makes follow-up calls with residents after any incidents. A new category was added earlier this year, death by suicide, which represent 0.6% of Social Service report.

10. NOTEWORTHY INCIDENTS

SPO Bridgette Portuguese was recognized and received an Excellence Award for her professionalism for going above and beyond to assist residents. Her knowledge and experience along with her calm demeanor, are excellent qualities to possess and we are happy she is part of Laguna Woods Village Security Department.

ITEMS FOR DISCUSSION AND CONSIDERATIONS:

11. City of Laguna Woods Memorandum of Understanding (MOU):

An MOU with the City of Laguna Woods to allow GRF (Security Services communications center) to use 800 megahertz radios a part of the Orange Countrywide Coordinations System and monitor the Orange Country Fire Authority's responses to Laguna Woods Village.

Director Reza motioned to approve MOU and \$1,620.00 annual fee. Director Rane-Szostak and director Stephens seconded both motions. Chair Skillman remarked both motions passed without objection. Routing staff report to GRF Finance Committee on Wednesday June 19, 2024.

12: Universal I.D. Cards for all amenities:

Some Identification cards will have a special purpose use. For example, access RV lots and/or garden center etc. Introducing the 21st century technology of a Smart Card; once resident moves out the card can no longer be used. More research is needed for the new technology in order to be used in Laguna Woods Village.

13. GRF Security and Community Access Special Open Workshop:

The meeting was to review and amend traffic rules/regulations to add e-bikes, remove DECAL,

and add "All vehicles MUST BE REGISTERED with Resident Services." This includes golf cars, golf carts and RVs. Waiting for redline changes and clean version from Compliance Department.

14. Update on September Event:

September Event there will be vendors, disaster preparedness expo and our active Good Neighbor Captains along with our clubhouse coordinators and the DPTF committee will be notified.

Unfinished Business:

15. Discussion of Lost Identification Cards:

Members discussed the cost of the lost ID Cards. Director Carlson made a motion to charge current residents \$60.00 for lost ID Cards; director Stephens seconded. Consensus without objection passed to keep the non-returned fee at \$125.00 for residents who vacate Laguna Woods Village. Routing of GRF ID Card Fee Structure to GRF Meeting May 7, 2024.

ITEMS FOR FUTURE AGENDA:

16. To Be Determined:

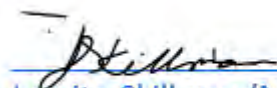
Exploring smart cards

CONCLUDING BUSINESS

17. Committee Members Comments – None.

18. The next regular meeting of the GRF Security and Community Access Committee will be held both in the board room and virtually via the Zoom platform at 1:30 p.m. on Wednesday June 26, 2024.

19. There being no further business, the Chair adjourned the meeting at 4:13 p.m.


Juanita Skillman (May 3, 2024 14:05 PDT)

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

Tuesday March 26, 2024 at 9:30 AM

HYBRID MEETING

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

MEMBERS PRESENT ONLINE:

Gan Mukhapadhyay (GRF) Sue Stephens (No. Fifty)

MEMBERS ABSENT: Anthony Liberatore

OTHERS PRESENT: Grace Stencel, Annie Wright, Doug Gibson, Annie McCary, Georgiana, Willis

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

THE MEETING WAS CALLED TO ORDER: 9:32 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. Made mention and gave thanks to the Clubhouse coordinator Grace Stencel for putting together a Shelter in Place event on March 15, 2024 at Clubhouse three. The head count for the event was close to 300 attendees. The event would not have been possible without volunteers. Annie Wright (Disaster Preparedness Digital Trainer), (Sandy Benson (Pet Evacuation Sub Committee), Bob Matonti (Radio Club) and all the Clubhouse volunteers. We would also, like to thank the Clubhouse three staff for their assistance in preparing the Clubhouse. Director of IT Chuck Holland, Susan Logan- McCracken Media and Communications Associate along with Laguna Woods Village webmaster for working and updating the website. There was a 20-minute video of the Earthquake Hero's was presented on what to do in case of Earthquake. Many flyers with important information were distributed. One flyer that was pretty popular was Staying Safe Where the Earth Shakes. It's a state-wide version booklet Developed by; Earthquake Country Alliance California Earthquake Authority California Governor's Office of Emergency Services.

CO- CHAIR REMARKS: Director Skillman, made mention of the meeting with the Laguna Woods City Manager and it will be discussed further on in the DPTF meeting. More events like this one are needed throughout the community.

GRF BOARD: Some members attended the March 15, 2024 gave positive feedback on March 15, 2025. These events are important for our residents.

UNITED BOARD: Nothing to report

THIRD BOARD: Nothing to report

TOWERS: Elevator is currently being replaced. They had a two-hour fire drill. There were multiple cities involved in the drill. The event was filmed and media will be showing the event on TV 6 once its edited.

PET EVACUATION SUBMIT COMMITTEE: Sandy Benson gave recognition to Susan Logan- McCracken she received positive feedback on the article published on the Village Breeze on Plan for Pets. She also assisted with the revision and formatting of the official Pet Plan. It is current and up to date as of March 2024. Sandy gave a full description of what File of life is. This is vital when first responders arrive to a residence in case of an emergency:

- Medications
- Allergies
- Emergency contacts

This will make it easier for the EMT's and emergency personnel to identify and assist the resident better. It is crucial that all the information is current and up to date.

DISCUSSIONS AND CONSIDERATIONS

Update on September Event- A vendor expo where the Video from Earthquake Hero's will be presented. Negotiations are still in the works. More information to come in the next DPTF meeting on May 28, 2024.

Update on Jacob & Green Associates- This Company is working on Emergency Operation Plan revision for the City of Laguna Woods. A meeting was held earlier this month with the Laguna Woods City manager Christopher Macon, City Councilmember Annie McCary, GRF Director Juanita Skillman and Directory of Security Eric Nuñez to discuss the collaboration with Laguna Woods Village. The company will be assisting with our Emergency Operation Plan in order to not duplicate efforts and not act out of our jurisdiction. This will be an approximate 18-month project. A GAP analysis will be conducted to review, eliminate, modified and refine the system error. A "Working Plan" will be established. The goal is to work in union with Orange County Sherriff's, Fire Authority and the City Government to eliminate any confusion when a disaster occurs. Jacob Green & Associates will be implementing:

- Table Top exercise design
- Full functional exercise's design

These will be in-house exercise's some will be in coordination with City, Sheffri's Department and Fire Authority. Working hand and hand with the City allowing for transparency with the Community's expectations. This way we are better suited and prepared when a disaster occurs.

Director Juanita Skillman made mention, the community had no liaison with the Sheriff's Department in the past. It's exciting to know that the relationships are being established to better assist our community.

Antenna Status: Dan Lurie gave an update on the Antenna Project installation. The project was brought to the SCAC meeting and approved to move forward to the Finance Committee. Due to the how and when the meetings fall on calendar the Finance Committee will review it on April 17, 2024. We do not anticipate and issues with them moving forward. Unfortunately, due to 30 days needed in between meetings. It might be approved until June 19, 2024 at the GRF Finance Committee. No estimate on how long the installation will take at this time.

ITEMS FOR FUTURE AGENDAS

- Update on September Event
- Antenna Project
- Report on Fire Prevention Equipment
- Update on Emergency Disaster Planning

MEMBER COMMENTS: (Items not on the agenda)

NEXT MEETING: May 28, 2024 at 9:30 a.m.

ADJOURNMENT: 10:31 a.m.

SUBMITTED BY:

Eric Nuñez

[Eric Nuñez \(Apr 10, 2024 12:30 PDT\)](#)

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