



## **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, October 1, 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*

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- 1. Call Meeting to Order / Establish Quorum – First Vice President Skillman**
- 2. Pledge of Allegiance – Director Bhada**
- 3. Acknowledgment of Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes**
  - a. March 13, 2024 – GRF Budget – Workshop
  - b. May 15, 2024 – GRF Budget – Capital Review
  - c. May 29, 2024 – GRF Budget – Department Review
  - d. July 10, 2024 – GRF Budget – Business Plan Review
  - e. August 5, 2024 – GRF Budget – Business Plan Version 3 Review
  - f. September 3, 2024 – GRF Board Regular Open Meeting
  - g. September 19, 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](mailto: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 August 2024 by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.

## 11. Unfinished Business

- a. Clubhouse 1 Renovation Update (Oral Discussion)
- b. Entertain a Motion to Approve Pricing Rates for Electric Charging Stations (**August initial notification – Revised September – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied**)
- c. Entertain a Motion to Approve Golf Fee Recommendation (**September initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied**)
- d. Entertain a Motion to Approve Updated Traffic Fees (**September initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied**)
- e. Entertain a Motion to Approve the Revisions to the Golden Rain Foundation Traffic Rules and Regulations (**September initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied**)

## 12. New Business

- a. Entertain a Motion to Approve a Supplemental Appropriation of up to \$45K for the Pickleball Feasibility Study
- b. Entertain a Motion to Approve Operating Hours Adjustment: Pool 5 Additional Hour for GRF on October 1, 2024
- c. Facility Energy Management Presentation – Manuel Gomez (Oral Discussion)
- d. Entertain a Motion to Establish a GRF Energy Subcommittee (Oral Discussion)
- e. Update Committee Appointments
- f. Establish a Meeting to Select a VMS Representative for GRF to Fill Remaining Term of Vacancy (Oral Discussion)

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

**14. Committee Reports**

- a. Report of the Finance Committee/Financial Reports – Director Cowen. The committee met on August 21, 2023; next meeting October 16, 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 Bhada. The committee met on September 12, 2024; next meeting October 10, 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 August 14, 2024; next meeting November 13, 2024, at 2:30 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 Skillman. The committee met on September 19, 2024; next meeting October 9, 2024, at 9:30 a.m. in the Board Room and as a virtual meeting.
- e. Report of the Media and Communications Committee—Director Milliman. The committee met on July 15, 2024; next meeting October 21, 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 September 11, 12, and 16, 2024; next meeting TBD.
- g. Report of the Mobility & Vehicles Committee – Director Leonard. The committee met on August 7, 2024; next meeting November 6, 2024, at 1:30 p.m. in the Board Room.
- h. Report of the Security & Community Access Committee – Director Skillman. The committee met on August 28, 2024; next meeting October 23, 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 September 18, 2024; next hearings on October 16, 2024, at 9:00 a.m. as a virtual meeting.
- i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on September 24, 2024; next meeting November 26, 2024, at 9:30 a.m. in the Board Room and as a virtual meeting.
- j. Information Technology Advisory Committee – Director Roza. The closed committee met on September 27, 2024; next meeting October 25, 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.*

**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) September 3, 2024 – Regular Closed Session*

*(b) September 13, 2024 – Special Closed Session*

*(c) September 19, 2024 – Special Closed Session*

*Discuss and Consider Personnel Matters*

*Discuss and Consider Contractual Matters*

*Discuss Legal/Legislation Matters*

*Discuss Member Disciplinary Matters*

**18. Adjournment**



**MINUTES OF THE SPECIAL OPEN MEETING OF THE BUDGET WORKSHOP  
OF THE BOARD OF DIRECTORS OF GOLDEN RAIN FOUNDATION OF  
LAGUNA WOODS MUTUAL**

**WITH INVITATION TO ALL BOARDS ALL DIRECTORS**

**Thursday, March 13, 2024 – 9:30 a.m.**  
24351 El Toro Road, Laguna Woods, California  
Board Room

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**Directors Present:** Jim Hopkins – President, Juanita Skillman, Martin Roza, William Cowen, Joan Milliman, Yvonne Horton, Ryna Rothberg

**Directors Absent:** Egon Garthoffner, Cush Bhada, Gan Mukhopadhyay

**Staff Present:** Siobhan Foster, Catherine Laster, Steve Hormuth, Jose Campos, Chuck Holland, Robert Carroll, Erik Nunez, Kurt Wiemann, Alison Giglio, Manuel Gomez, Laurie Chavarria, Erika Hernandez

**Others Present:** United – Alison Bok, Mickie Choi Hoe, Maggie Blackwell, Georgiana Willis, Sue Quam

Third – Andy Ginocchio, Cris Prince, Moon Yun, S.K. Park, Brad Rinehart, Reza Karimi

Mutual Fifty – Sue Stephens

**Call Meeting to Order – Juanita Skillman, GRF First Vice President**

Director Juanita Skillman called the meeting to order at 9:30 a.m. and established a quorum.

**Chair Remarks**

Director Skillman shared remarks from President James Hopkins welcoming the community to the kick-off meeting of the 2025 Budget preparation emphasizing the importance of reviewing and evaluating the services offered by each department and urged community members to listen diligently and ask questions for clarity.

**Approval of the Agenda**

A motion was made to approve the agenda as presented. Hearing no objections, the agenda was approved by unanimous consent.

**Open Forum (Three Minutes per Speaker)**

A member from the Laguna Woods Village Musician's Performance Studio organization group requested that GRF consider their creative interests by supplying a permanent space for musicians to gather.

A member from the President of the All Musicians Club requested that the board work together with members to discuss adding a dedicated budget for equipment use similar to the Video Club and also requested for a permanent space.

A member asked for workshop meetings to be televised.

Director Skillman addressed the members and stated that their suggestions will be considered.

**2025 Business Plan: 2024 Business Plan – Review by Department**

Jose Campos, Assistant Director of Financial Services, shared that the purpose of the Department Review is to provide a 2024 baseline of services budgeted in each department and will be comparing all future meetings with the 2024 budget.

Additionally, Siobhan Foster, Chief Executive Officer, briefly summarized the budget development process and business planning process.

The department heads presented on the 2024 monthly assessment for their department by company with an explanation of services provided, required staffing, and 2025 budget considerations:

- Office of the CEO – Catherine Laster
- Information Services – Chuck Holland
- General Services – Robert Carroll
- Financial Services – Steve Hormuth
- Security Services – Eric Nunez
- Landscape Services – Kurt Wiemann
- Recreation Services – Alison Giglio
- Human Resources – Steve Hormuth
- Maintenance & Construction – Manuel Gomez
- Non-Work Center – Jose Campos

Multiple comments and questions were asked and noted by staff. No further action

**Director Comments**

Multiple Board Directors thanked staff for their efforts implementing the budget process.

Director Skillman expressed gratitude towards staff.

**Adjournment**

The meeting was adjourned at 11:28 a.m.

*Joan Milliman*

Joan Milliman (Sep 2, 2024 16:26 PDT)

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Joan Milliman, Secretary  
Golden Rain Foundation Board of Directors

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

**Wednesday, May 15, 2024 – 1:30 p.m.  
Laguna Woods Village Board Room/Virtual  
Meeting  
24351 El Toro Road, Laguna Woods,  
California**

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**Directors Present:** William Cowen – Chair, James Hopkins, Juanita Skillman, Martin Roza, Cush Bhada, Donna Rane-Szostak, Egon Garthoffner, Ryna Rothberg, Yvonne Horton

**Directors Absent:** Joan Milliman, Gan Mukhopadhyay

**Staff Present:** Siobhan Foster, Carlos Rojas, Steve Hormuth, Jose Campos, Manuel Gomez, Ian Barnette, Baltazar Mejia, Robert Carroll, Kurt Wiemann, Guy West, Megan Feliz, Alison Giglio, Eric Nunez, Paul Ortiz, Tom McCray, Blake Lefante, Ada Sigler, Erika Hernandez, Laurie Chavarria, Karina Vargas

**Others Present:** VMS- Cynthia Rupert, Ed Elwell, Kathryn Bravata  
United – Alison Bok, Mickie Choi Hoe, Maggie Blackwell, Nancy Carlson, Ellen Leonard,  
Third – Andy Ginocchio, Moon Yun, David Veeneman

**Call Meeting to Order – Treasurer William Cowen**

Director Cowen called the meeting to order at 1:31 p.m. and established a quorum.

**State Purpose of Meeting- Treasurer William Cowen**

Director Cowen informed that the purpose of the meeting is to review the proposed 2025 Capital plan.

**Approval of the Agenda**

A motion was made to approve the agenda as presented. Hearing no objections, the agenda was approved.

**Chair Remarks**

Director Cowen announced that this is the beginning of the annual operating plan

process, focusing on capital plan proposals. He also expressed his gratitude for staff in advance for all their hard work.

### **Open Forum (Three Minutes per Speaker)**

A member inquired how much a certain vendor was paying to use the maintenance lot.

A member inquired how much Club 19 is paid per month.

A member expressed her concerns over the franchise fees paid to the city for waste management and TV. She further recommends staff to look into the costs.

A member expressed her concerns over Clubhouse 1 buildings B and C HVAC systems recommending they add this item to the list of Capital items to upgrade for the following year.

### **Responses to Open Forum Speakers**

Staff informed the member that the vendor parks around 26 buses, paying about 28k annually, and another vendor pays a similar amount.

Staff clarified that Club 19 rents from us.

Staff noted that members pay the city 5% of broadband gross revenue, including advertising and operating costs, totaling around \$300k annually. This franchise fee is negotiable however GRF would need to negotiate with the City, and this fee supports the city's budget. The total fee, including programming and operating expenses, is about \$320,000 per year and paid quarterly. This is an item that may be reviewed.

Staff announced that during the proposed capital review presentation, members can offer recommendations from the lectern or dais. If the board would like to add the item, a motion would be required, and if passed, the changed will be included the next reiteration.

### **Review of the 2025 Capital Plan Proposals**

Jose Campos, Assistant Director of Financial Services, presented to the board an overview of the proposed Version 1 2025 Capital Plan to gain some direction or make changes, if necessary, for upcoming projects. Several questions were asked by Board members from all boards. Questions were addressed and noted by staff. A motion was made by Director Bhada to add Landscape Renovations to the 2025 Budget for Clubhouse 4, the renovations would include upgrading the landscape with drought resistant plants and more appealing plants. Director Roza seconded. Hearing no objections, the motion passed unanimously. Questions and comments were addressed by staff. No further actions needed.

**Adjournment**

The meeting was adjourned at 4:03 p.m.

*William Cowen*

William Cowen (Aug 29, 2024 11:31 PDT)

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William Cowen, Treasurer  
Golden Rain Foundation Board of Directors

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

**Wednesday, May 29, 2024 – 1:30 p.m.  
Laguna Woods Village Board Room/Virtual  
Meeting  
24351 El Toro Road, Laguna Woods,  
California**

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

**Directors Absent:** Donna Rane-Szostak, Ryna Rothberg

**Staff Present:** Siobhan Foster, Carlos Rojas, Steve Hormuth, Jose Campos, Chuck Holland, Alison Giglio, Kurt Wiemann, Catherine Laster, Eric Nunez, Baltazar Mejia, Robert Carroll, Carrie Weldon, Ian Barnette, Paul Ortiz, Blake Lefante, Ada Sigler, Laurie Chavarria, Megan Feliz, Karina Vargas

**Others Present:** VMS – Kathryn Bravata, Cynthia Rupert, Ed Elwell  
United – Alison Bok, Sue Quam, Maggie Blackwell, Mickie Choi  
Hoe, Nancy Carlson, Ellen Leonard  
Third – Reza Karimi, Nathaniel Lewis, Brad Rinehart, Moon Yun

**Call Meeting to Order/ Establish Quorum – Treasurer William Cowen**

Director William Cowen chaired the meeting and called it to order at 1:31 p. m. after establishing quorum.

**State Purpose of Meeting- Treasurer Cowen**

Director Cowen stated that the purpose of the meeting is to review the Operating Budget.

**Approval of the Agenda**

Hearing no objections to the agenda, the agenda was approved unanimously.

**Chair Remarks**

Director Cowen thanked staff for putting together the report.

### **Open Forum (Three Minutes per Speaker)**

A member asked for clarification regarding outside services with respects to the office of the CEO. She further asked for staff to explain what professional fees were and if an example could be provided.

A member recommended that staff keep potential corporate sponsorships in mind.

### **Responses to Open Forum Speakers**

Siobhan Foster, CEO, informed member that this is the allocation for the annual inspector of elections for each of the corporations. Staff response to the second question by explaining that the funding covers the strategic plan facilitator, an operations review of a department or a large division, along with a small contingency.

Staff informed that we receive \$600K for support of the Breeze Magazine, a transportation route and some other expenditures.

### **Review of the Proposed 2025 Business Plan Review – Version 1**

Jose Campos, Assistant Director of Financial Services, provided a summary of the budget developmental process and invited each department head to present an overview of their operations and proposed budgets for 2025. This meeting was intended to gather input and make any necessary adjustments based on the board's feedback. Director Skillman made a motion that they accept the recommendation for the budget item for the quality control inspector. Director Milliman seconded. Discussion ensued, the motion failed by a 3-5 vote with Directors Skillman, Milliman and Mukhopadhyay in favor. Questions and commented were noted and addressed by staff. No further action taken.

### **Adjournment**

The meeting was adjourned at 5:22 p.m.

*William Cowen*

William Cowen (Sep 4, 2024 22:43 PDT)

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William Cowen, Treasurer  
Golden Rain Foundation Board of Directors



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

**Wednesday, July 10, 2024 – 1:30 p.m.  
Laguna Woods Village Board Room/Virtual  
Meeting  
24351 El Toro Road, Laguna Woods,  
California**

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**Directors Present:** William Cowen – Chair, Juanita Skillman, Joan Milliman, James Hopkins, Egon Garthoffner, Cush Bhada, Gan Mukhopadhyay, Yvonne Horton, Martin Roza, Stephen Leonard

**Directors Absent:** Donna Rane-Szostak (excused)

**Staff Present:** Siobhan Foster, Carlos Rojas, Steve Hormuth, Jose Campos, Manuel Gomez, Kurt Wiemann, Robert Carroll, Alison Giglio, Eric Nunez, Ian Barnette, Chuck Holland, Paul Ortiz, Laurie Chavarria, Ada Sigler, Erika Hernandez, Peter Quan, Blake Lefante, Karina Vargas

**Others Present:** VMS – Diane Phelps, Cynthia Rupert, Kathryn Bravata  
United – Maggie Blackwell, Mickie Choi Hoe, Ellen Leonard  
Mutual 50 – Sue Stephens

**Advisors Present:** Dick Rader

**Call Meeting to Order/Establish Quorum- Treasurer William Cowen**

Director William Cowen, Treasurer, chaired the meeting and called it to order at 1:32 p.m. and established a quorum.

**State Purpose of Meeting- Treasurer William Cowen**

Director Cowen stated that the purpose of the meeting is to review Version 2 of the 2025 GRF Business Plan.

**Approval of the Agenda**

Director Cowen entertained a motion to approve the agenda as presented. Director Skillman seconded. Hearing no objections, the agenda was approved unanimously.

**Chair Remarks**

Director Cowen expressed gratitude to the staff for their hard work at the last meeting and to this one, noting that their efforts have yielded positive results in the numbers shown.

**Open Forum (Three Minutes per Speaker)**

None.

**Responses to Open Forum Speakers**

None.

**Review of the Proposed 2025 GRF Business Plan - Version 2**

Steve Hormuth, Director of Financial Services thanked staff for attending and informed that the upcoming Version 3 is scheduled to be televised on August 5<sup>th</sup> leading to the adoption of the 2025 Business Plan by the Board on September 3<sup>rd</sup>. Staff highlighted that there would be few external factors affecting budgets such as inflation, utilities, insurance and union/non-union wage adjustments.

Siobhan Foster, CEO provided a brief summary on how the budget developmental process base for Version 1 was determined with Version 2 reflecting a reduced operating budget of almost 1 million.

Jose Campos, Assistant Director of Financial Services presented an overview of the proposed 2025 Business Plan Version 2 to gain some direction from the board and adjust if necessary. Staff recommended that all suggestions be provided for staff by July 24<sup>th</sup>. Several questions were posed by board members. Staff addressed and recorded responses. No further action needed.

**Adjournment**

The meeting was adjourned at 3:17 p.m.

*William Cowen*

William Cowen (Aug 27, 2024 19:14 PDT)

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William Cowen, Treasurer  
Golden Rain Foundation Board of Directors





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

**Monday, August 5, 2024 – 9:30 a.m.  
Laguna Woods Village Board Room/ Virtual  
Meeting  
24351 El Toro Road, Laguna Woods,  
California**

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**Directors Present:** William Cowen – Chair, Martin Roza, Donna Rane-Szostak, Juanita Skillman, Gan Mukhopadhyay, Joan Milliman, Egon Garthoffner, Steven Leonard, Cush Bhada, James Hopkins

**Directors Absent:** Yvonne Horton

**Staff Present:** Siobhan Foster, Carlos Rojas, Jose Campos, Manuel Gomez, Kurt Wiemann, Robert Carroll, Alison Giglio, Ian Barnette, Baltazar Mejia, Carrie Weldon, Mathew Aldaz, Chuck Holland, Pam Jensen, Eric Nunez, Blake Lefante, Ada Sigler, Erika Hernandez, Karina Vargas

**Others Present:** VMS – Cynthia Rupert, Robert Reyes, Kathryn Bravata, Rosemarie DiLorenzo  
United – Ellen Leonard, Sue Quam, Maggie Blackwell  
Third – Reza Karimi  
Mutual Fifty – Sue Stephens

**Call Meeting to Order/Establish Quorum – Treasurer William Cowen**

Director William Cowen, Treasurer, chaired the meeting and called it to order at 9:30 a.m. and established a quorum.

**State Purpose of Meeting – Treasurer William Cowen**

Director Cowen stated that the purpose of the meeting is to review the proposed Business Plan for 2025 Version 3 and is pleased to mention that staff has managed to reduce the plan by about a dollar per manor per month.

**Approval of the Agenda**

Hearing no objections to the agenda, the agenda was approved unanimously.

## **Chair Remarks**

None.

## **Open Forum (Three Minutes per Speaker)**

A member highlighted that a 2020 document reflecting \$100k in equestrian liability premiums was not listed under the current budget for the equestrian center. Member hopes to bring it to the attention of staff to appropriately list if overlooked.

A member requested an interpretation of a legal document provided to her about the \$75K trust facilities fund exception but hasn't received a response. The member also wants to know the hourly cost of outside services, which use materials and supplies.

A member asked if a probate court order for extending the trust was obtained, as she believed it was necessary.

A member suggested staff consider bringing in retirees to cover lifeguard shifts.

A member expressed their concern over certain clubs being allowed to advertise and whether there was a system in place to allow parity.

A member expressed their concerns about CH 4 being used by a business owner to sell items without the village charging members to rent space.

A member asked for clarity on the savings cost from contracting golf maintenance.

## **Responses to Open Forum Speakers**

Jose Campos, Assistant Director of Financial Services, explained that \$55K is budgeted for the equestrian center insurance in 2025, covered under the insurance work center.

Juanita Skillman, First Vice President, stated that the Trust Facilities Fund is under attorney review due to confusing language and some exceptions are based on property values. The language is under review for clarity. Outside service costs vary and are not uniform.

Alison Giglio, Director of Recreation and Special Events responded to the question concerning lifeguards, further clarifying that some of the life guards on duty are residents and encourages residents to apply to any of the job listings on the Laguna Woods website.

Mrs. Giglio mentioned that the recreation policy review could address concerns, and any decisions on technology funding will be discussed in future meetings.

Mrs. Giglio mentioned that CH 4 currently does not have room rental fees established, with only after-hours charges in place, they hope to address this concern by the end of the year despite a busy agenda.

Mr. Campos stated that while current outsourced golf maintenance savings reflect

changes from Version 2 to Version 3, the final amount could potentially be higher, with full contract details to be provided to the board after negotiations are complete.

### **Review of the 2025 GRF Business Plan – Version 3**

Jose Campos briefly highlighted the budget Calendar to inform how the Budget was determined for the following year and emphasized that staff had managed to lower the PMPM by a dollar for the following year from Version 2 to Version 3. He further stated that there had been many external inflationary factors that have affected the budget such as utilities, insurances and lifeguards. Mr. Campos presented Version 3 of the 2025 business plan to the board for feedback and direction on final revisions.

Director Cowen called a recess at 11:12 a.m. the meeting reconvened at 11:22 a.m.

Mr. Campos finished his presentation by sharing the changes to Capital items from Version 2 to Version 3. Several questions and comments were addressed by the staff and noted for potential future follow-up. No further action is required at this time.

### **Adjournment**

The meeting was adjourned at 11:45 a.m.

*William Cowen*

William Cowen (Aug 27, 2024 19:16 PDT)

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William Cowen, Treasurer  
Golden Rain Foundation Board of Directors

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## **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, September 3, 2024, 9:30 a.m.  
24351 El Toro Road, Laguna Woods, California  
Board Room/Virtual Meeting**

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

**Directors Absent:** Martin Roza, James Hopkins

**Staff Present:** CEO - Siobhan Foster, Makayla Schwietert, Paul Nguyen, Carlos Rojas, Guy West, Alison Giglio, Bart Mejia, Steve Hormuth, Eric Nunez, Chuck Holland, Ian Barnette, Alan Grimshaw, Roger Cowdry, Jose Campos

**Other Directors Present:** Jules Zalon – Third, Mickie Choi Hoe – United, Sue Quam – United, Diane Phelps, Ed Elwell, Dr. Robert Reyes – VMS, Sue Stephens – Mutual No. Fifty

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

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

#### **2. Pledge of Allegiance**

Director Milliman led the Pledge of Allegiance to the Flag.

#### **3. Acknowledgment of Media**

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

#### **4. Approval of Agenda**

First Vice President Skillman requested an approval of the agenda.

Director Garthoffner requested 11e, Update Potential PAC Closure, be added to Unfinished Business.

Director Rane-Szostak made a motion to approve the updated agenda. Director Garthoffner seconded.

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

## **5. Approval of Minutes**

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

There being no objections, the meeting minutes listed above were approved by unanimous consent.

## **6. Report of the Chair**

First Vice President Skillman spoke on the following items:

- Issue at Central Services last week caused agenda packets to be distributed later than usual

## **7. CEO Report**

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

- Campaign to keep your DMV
- Cheers to 60 Years
- Save these DPTF Dates
- Kudos Cards

CEO Foster turned it over to Chuck Holland, Information and Residents Services Director, who gave report on the following:

- ITAC ERP Update

CEO Foster and Chuck Holland 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 work of the Foundation of Laguna Woods Village
- A member commented on the upcoming recall of two GRF Directors
- A member commented on members' rights

## **9. Responses to Open Forum Speakers – None**

## **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 July 2024, and by this**

vote ratified that such review be confirmed in this month's Board Member Open Session Meeting minutes.

#### **10b. Update Committee Appointments**

### **RESOLUTION 90-24-44**

#### **GRF Committee Appointments**

**RESOLVED**, September 3, 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)  
S.K. Park (Third)  
Reza Karimi (Third)  
Moon Yun, Alternate (Third)  
Sue Quam (United)  
Ellen Leonard (United)  
**Georgianna Willis, Alternate (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)  
**David Veeneman (Third)**  
Nathaniel Ira Lewis (Third)  
**Moon Yun, Alternate (Third)**  
~~Brad Rinehart, Alternate (Third)~~ Thomas  
Tuning (United)  
Mickie Choi Hoe (United)  
**Ellen Leonard, Alternate (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, Alternate (GRF)  
Donna Rane-Szostak, (GRF)  
Sue Quam (United)  
Anthony Liberatore (United)  
Maggie Blackwell, Alternate (United)  
S.K. Park (Third)  
Reza Karimi (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)  
Reza Karimi, Alternate (Third)  
~~Jim Cook, Alternate (Third)~~  
~~Alison Bok (United)~~  
~~Pearl Lee (United)~~  
Mickie Choi Hoe, ~~Alternate~~ (United)  
Tom Tuning (United)  
Ellen Leonard, 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, Alternate (GRF)  
Donna Rane-Szostak (GRF)  
Cris Prince (Third)  
Moon Yun, Alternate (Third)  
Maggie Blackwell (United)  
Georgiana Willis (United)  
Sue Quam, Alternate (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)~~  
Mickie Choi Hoe, Alternate (United)  
Sue Quam (United)  
Tom Tuning (United)  
Peter Sanborn (Mutual 50)  
Sue Stephens, Alternate (Mutual 50)  
Advisors: John Cornell, Debbie Dotson, Bunny Carpenter

### **Mobility& Vehicles Committee**

Steve Leonard, Chair (GRF)  
Juanita Skillman (GRF)  
Cush Bhada, Alternate (GRF)  
Moon Yun (Third)  
S.K. Park (Third)  
Reza Karimi, Alternate (Third)  
~~Alison Bok (United)~~  
Ellen Leonard (United)  
Maggie Blackwell, Alternate (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)  
Steve Leonard (GRF)  
Cush Bhada, Alternate (GRF)  
S.K. Park (Third)  
Reza Karimi (Third)  
David Veeneman, Alternate (Third)  
Nancy Carlson (United)  
Maggie Blackwell (United)

Vidya Kale, Alternate (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)

David Veeneman, Alternate (Third)

Anthony Liberatore (United) Georgiana

Willis (United)

Vidya Kale, Alternate (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)

David Veeneman, Alternate (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)

David Veeneman (Third)

### **Executive Hearings Committee**

Yvonne Horton, Chair (GRF)

Juanita Skillman (GRF)

Joan Milliman (GRF)

Donna Rane-Szostak, Alternate (GRF)

### **Space Planning Ad Hoc Committee**

James Hopkins, Chair (GRF)

Yvonne Horton (GRF)

Cush Bhada (GRF)

~~Alison Bok (United)~~

Ellen Leonard, Alternate

Tom Tuning (United)

Nancy Carlson (United)

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

**RESOLVED FURTHER**, that Resolution 90-24-43 adopted August 6, 2024, is hereby superseded and cancelled; and

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

Director Milliman made a motion to approve the consent calendar. Director Rane-Szostak seconded.

Hearing no changes, the motion was called to a vote and passed unanimously.

### **11. Unfinished Business**

#### **11a. Clubhouse 1 Renovation Update (Oral Discussion)**

Guy West, Projects Division Manager, provided the following updates:

- Substantially Completed
- Punchlist Inspection by Staff
- Will turn over to Rec Staff when inspection is completed
- Site Plan & Renovation Building
- Project Scope Summarized
- Visual presentation of work done

Discussion ensued, and Mr. West answered questions from the Board.

Alison Giglio, Recreation and Special Events Director, provided the following updates:

- September 16, 2024, soft openings
- May be delayed in transitioning billiards room due to village games, two-week

- process
- Staff is working with purchasing department to order new furniture
- Aiming for the 16<sup>th</sup> of September in opening the pool and mini gym

Discussion ensued, and Ms. Giglio answered questions from the Board.

#### **11b. Building E Update (Oral Discussion) - None**

#### **11c. Update on Registrar of Voters: Pop-Up Location – Alison Giglio (Oral Discussion)**

Alison Giglio, Recreation and Special Events Director, provided an update on the registrar of voters pop-up location.

Ms. Giglio informed the Board that the registrar of voters agreed that the location will be for Village residents only. The pop-up location will be held at the Performing Arts Center parking lot on Saturday, November 2, 2024, 10 a.m. to 4 p.m.

#### **11d. Entertain a Motion to Approve Pricing Rates for Electric Charging Stations (August initial notification – Revised September – 28-day notification for member review and comments to comply with Civil Code §4360)**

Director Milliman read the following resolution:

### **RESOLUTION 90-24-XX**

#### **Pricing Rates for Electric Vehicle Charging Stations**

**WHEREAS**, the GRF Board recognizes the need to amend the pricing rates for electric vehicle charging stations as necessary; and

**WHEREAS**, the establishment of these rates are impacted by the electric rates adopted by Southern California Edison (SCE);

**NOW THEREFORE BE IT RESOLVED**, September 3, 2024, that the Board hereby approves the following pricing rates for electric vehicle charging stations effective upon adoption of this resolution:

	<b>GRF Fleet Vehicles</b>	<b>LWV Members and Employees /kWh</b>	<b>Other Users/kWh</b>	<b>Parking Rates</b>
<b>Level 2 Chargers</b>	\$0.00	\$0.31	<del>\$0.34</del> \$0.45	\$2/hr after 4 hrs
<b>Level 3 Chargers</b>	\$0.00	\$0.31	\$0.65	\$2/hr after 1 hr

**RESOLVED FURTHER**, that future revisions to the pricing rates for electric vehicle charging stations be based on the percent change adopted by SCE effective June 1 of the particular year and implemented by the Finance Department with an update to the Finance Committee and GRF board after the adoption of the new rates; and

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

Director Milliman made a motion to approve the pricing rates for electric charging stations for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Leonard seconded.

Director Leonard made a motion to charge \$30 for the hourly parking rates after 2 hours for other users. The motion failed with no second.

Bart Mejia, Assistant Director and Facilities Engineer, and Eric Nunez, Director of Security, answered questions from the Board.

Multiple members commented on this item.

Hearing no changes, the motion was called to a vote and passed unanimously.

**THIS ITEM WAS ADDED DURING THE APPROVAL OF THE AGENDA**

**11e. Update Potential PAC Closure**

Director Garthoffner commented on the potential closure of the PAC.

Alison Giglio discussed the replacement of the sound system potentially in December or January or February and that clubs were notified of this.

Guy West discussed that this project has been in the works for some time. RFP with scope of work, collaboration with projects and recreation department and sent it to several companies. Will be bringing it to M&C for a special meeting and then to the October GRF Meeting in Closed Session. Project should take 6 – 8 weeks.

**12. New Business**

**12a. Entertain a Motion to Approve Golf Fee Recommendation (September initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)**

Director Milliman read the following resolution:

**RESOLUTION 90-24-XX**

**Golf Shared Cost Percentage: 35% / 65% (Member Shared / Facility Use Fee)**

**WHEREAS**, the golf fees administered by the Golden Rain Foundation of Laguna Woods Board of Directors adhere to the Shared Cost Guidelines established in Resolution 90-12-132, whereby certain fees can be imposed upon users of various recreation facilities in order to control crowding and minimize over-usage, and to recover operating costs; and

**WHEREAS**, at the July 29, 2024, Finance Committee meeting, the committee endorsed staff's

recommendation to establish a shared cost percentage of 35% (covering total expense for golf maintenance and operations including depreciation) leaving the remaining 65% of total costs to be recovered through golf facility use fees; and

**WHEREAS**, at the August 8, 2024, Community Activities Committee meeting, the committee affirmed the Finance Committee recommendation to establish a golf shared cost of 35% / 65%;

**NOW THEREFORE BE IT RESOLVED**, October 1, 2024, that the Board of Directors of this Corporation hereby adopts the establishment of a shared cost percentage of 35% leaving the remaining 65% of total costs to be recovered through golf facility use fees; 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 Golf Shared Cost Percentage: 35% / 65% (Member Shared / Facility Use Fee) for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Horton seconded.

Discussion ensued among the Board.

Multiple members commented on this item.

Steve Hormuth, Finance Director, commented on the item.

Hearing no changes, the motion was called to a vote and passed 8-0-1. Director Garthoffner abstained.

Director Milliman read the following resolution:

### **RESOLUTION 90-24-XX**

#### **Schedule of Golf Fees**

**WHEREAS**, the golf fees administered by the Golden Rain Foundation of Laguna Woods Board of Directors adhere to the Shared Cost Guidelines established in Resolution 90-12-132, whereby certain fees can be imposed upon users of various recreation facilities in order to control crowding and minimize over-usage, and to recover operating costs; and

**WHEREAS**, the Board directed staff to perform an annual review of golf revenue earned through fees compared to expenses incurred in accordance with Resolution 90-23-46. Staff will then propose fee changes (increase/decrease) to ensure the shared costs stay consistent with a Board approved percentage; and

**WHEREAS**, at the July 29, 2024, Finance Committee meeting, the committee endorsed a \$1 per round increase to each of the member greens for 18 holes and 9 holes on the 27 Hole Course and 18 holes and 9 holes at the Par 3 Course. The committee also endorsed increases for guest green fees, cart and club rentals along with trail fees; and

**WHEREAS**, at the August 8, 2024, Community Activities Committee meeting, the committee affirmed the Finance Committee endorsement of increased golf fees;

**NOW THEREFORE BE IT RESOLVED**, October 1, 2024, that the Board of Directors of this Corporation hereby adopts Schedule of Golf Fees in Exhibit A below effective January 1, 2025; and

Exhibit A: Schedule of Golf Fees

Fee	2024 Fee	2025 Fee
<u><i>Carts and Clubs</i></u>		
Cart Registration (Trail Fee), Single Use	\$8.00	\$10.00
Cart Registration (Trail Fee), Annual Pass	\$60.00	\$65.00
Cart Rental, 18 Holes	\$15.00	\$18.00
Cart Rental, 9 Holes	\$8.00	\$9.00
Cart Rental, Hand Pulled	\$1.00	\$2.00
Club Rental	\$25.00	\$30.00
Club Storage Locker, Annual Fee	\$45.00	\$45.00
Club Storage Locker, Monthly Fee	\$12.00	\$12.00
<u><i>Driving Range</i></u>		
Driving Range, Large Bucket	\$6.00	\$6.00
Driving Range, Small Bucket	\$4.00	\$4.00
Driving Range, Quarter Bucket	\$2.00	\$2.00
<u><i>Greens Fee, 27 Hole Course, 18 Holes</i></u>		
Members	\$16.00	\$17.00
Guests, Weekday	\$35.00	<del>\$40.00</del> \$45
Guests, Weekend	\$55.00	<del>\$65.00</del> \$65
<u><i>Greens Fee, 27 Hole Course, 9 Holes</i></u>		
Members	\$8.00	\$9.00
Guests, Weekday	\$18.00	<del>\$20.00</del> \$28
Guests, Weekend	\$28.00	<del>\$33.00</del> \$38
<u><i>Greens Fee, Par 3 Course, 18 Holes</i></u>		
Members	\$10.00	\$11.00
Guests	\$16.00	<del>\$22.00</del> \$26
<u><i>Greens Fee, Par 3 Course, 9 Holes</i></u>		
Members	\$6.00	\$7.00
Guests	\$8.00	<del>\$11.00</del> \$18

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**RESOLVED FURTHER**, that Resolution 90-18-03 approved on January 2, 2018 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 schedule of golf fees for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Horton seconded.

Discussion ensued among the Board.

Steve Hormuth, Finance Director, commented on the item.

Director Horton made an amended motion to raise guest fees to another \$10 on weekdays and weekends. Director Leonard seconded.

Hearing no changes, the amended motion was called to a vote and passed 5-4-0. Director Bhada, Mukhopadhyay, Cowen, and Rane-Szostak opposed.

Hearing no changes, the original motion was called to a vote and passed unanimously as amended.

The Board took a break at 11:43 a.m. and reconvened at 11:56 a.m.

**12b. Entertain a Motion to Approve a Resident Request for Use of Community Center Third Floor Room for Private Party**

Director Milliman read the following resolution:

**RESOLUTION 90-24-45**

**Resident Request for Use of Community Center Third Floor Room for Private Party**

**WHEREAS**, resolutions 90-12-132, 90-18-03, 90-12-12 and 90-16-18 established guidelines for shared costs and fees; certain fees can be imposed upon users of various recreational facilities to control crowding, mitigate over-usage, and recover operating costs; and

**WHEREAS**, the room reservation fees administered by the Golden Rain Foundation of Laguna Woods Board of Directors adhere to the Shared Cost Guidelines established in Resolution 90-12-132, whereby certain fees can be imposed upon users of various recreation facilities in order to control crowding and minimize over- usage, and to recover operating costs; and



**WHEREAS**, the resident requests the use of the Community Center Third Floor Room on December 20, 2024 from 5 to 9 p.m. for a private party; and

**WHEREAS**, the resident requests 10 to 12 tables and 60 chairs (exact numbers to be determined at a later date), coffee urn and a water dispenser with a light meal to be provided by the resident; and

**WHEREAS**, the resident would also like the use of the table tennis room for her guests and the Table Tennis Club president stated the club would have one member for each three guests to remain compliant with the table tennis operating rules; and

**WHEREAS**, On August 8, 2024, the Community Activities Committee reviewed and recommended the resident request to use the Community Center Third Floor Room for a private party and use of the table tennis room for guests on December 20, 2024;

**NOW THEREFORE BE IT RESOLVED**, September 3, 2024, that the Board of Directors of this Corporation hereby adopts an exception for the resident request to use the Community Center Third Floor Room for a private party and use of the table tennis room for guests on December 20, 2024; 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 resident request for use of community center third floor room for private party. Director Cowen seconded.

Discussion ensued among the Board.

Hearing no changes, the motion was called to a vote and passed 5-4-0. Directors Horton, Garthoffner, Leonard, and Skillman opposed.

**12c. Entertain a Motion to Approve Updated Traffic Fees (September initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)**

Director Milliman read the following resolution:

**RESOLUTION 90-24-XX**

**Schedule of Traffic Monetary Penalties**

**WHEREAS**, at the July 29, 2024 Finance Committee meeting, the Committee approved staff's recommendation of the proposed schedule of Traffic Monetary Penalties with an effective date of January 1, 2025; and

**WHEREAS**, the change aims to enhance adherence to traffic and parking regulations and reduce the frequency of violations;

**NOW THEREFORE BE IT RESOLVED**, on October 1, 2024, that the Board of Directors of this Corporation hereby approves the revised Schedule of Traffic Monetary Penalties as presented; 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 schedule for traffic monetary penalties for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Cowen seconded.

Discussion ensued among the Board.

Multiple members commented on this item.

Eric Nunez commented on the item.

Hearing no changes, the motion was called to a vote and passed unanimously.

**12d. Entertain a Motion to Approve Vehicle, Traffic, and Parking (September initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)**

Director Milliman read the following resolution:

**RESOLUTION 90-24-XX**

**Vehicle, Traffic and Parking Rules**

**WHEREAS**, the Security Department is responsible for the administration of the Laguna Woods Village Vehicle, Traffic and Parking Rules; and

**WHEREAS**, the Security and Community Access Committee has recognized the need to revise the Vehicle, Traffic and Parking Rules with updates and clarifying language;

**NOW THEREFORE BE IT RESOLVED**, on October 1, 2024, that the Board of Directors of this Corporation hereby adopts the Vehicle, Traffic and Parking Rules, as attached and, in **substantially final form**, to the official minutes of this meeting; and

**RESOLVED FURTHER**, that Resolution 90-19-56, approved December 3, 2019; Resolution 90-19-25, adopted June 4, 2019; Resolution 90-16-26, adopted June 7, 2016; Resolution 90-16-24, adopted June 7, 2016; Resolution 90-15-29, adopted May 5, 2015; and Resolution 90-14-21, adopted May 6, 2014 are hereby superseded and canceled; and

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

Director Milliman made a motion to approve the vehicle, traffic, and parking rules for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Leonard seconded.

Discussion ensued among the Board.

Multiple members commented on this item.

Hearing no changes, the motion was called to a vote and passed unanimously.

#### **12e. 2025 Business Plan**

- **Entertain a Motion to Approve the 2025 GRF Business Plan**

Director Milliman read the following resolution:

#### **RESOLUTION 90-24-46**

#### **2025 BUSINESS PLAN RESOLUTION**

**RESOLVED**, September 3, 2024, that the Business Plan of this Corporation for the year 2025 is hereby adopted and approved; and

**RESOLVED FURTHER**, that pursuant to said Business Plan, the Board of Directors of this Corporation hereby estimates that the sum of \$46,515,424 will be required by the Corporation to meet its annual expenses of operation for the year 2025. Additionally, \$2,598,144 is planned for reserve contributions and contingency fund contributions have been eliminated. After deducting \$764,160 derived from prior years' surplus and the sum of \$11,948,095 expected to be received from various sources as revenue during 2025, the Board of Directors hereby estimates that the net sum of \$36,401,313 will be required to be paid by the Corporation members in accordance with the terms of that certain Trust Agreement dated March 2, 1964, as amended, and the bylaws of the Corporation; and

**RESOLVED FURTHER**, that this Corporation shall charge each member the sum of \$238.19 per month per membership of said Corporation, for its share of the aforesaid net expenses and reserve contributions for the year 2025; and

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

Director Milliman made a motion to approve the 2025 business plan resolution. Director Horton seconded.

Discussion ensued among the Board.

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

- **Entertain a Motion to Approve the 2025 GRF Reserves Funding Plan**

Director Milliman read the following resolution:

**RESOLUTION 90-24-47**

**2025 RESERVES FUNDING PLAN RESOLUTION**

**WHEREAS**, Civil Code § 5570 requires specific reserve funding disclosure statements for associations; and

**WHEREAS**, planned assessments or other contributions to replacement reserves must be projected to ensure balances will be sufficient at the end of each year to meet the association's obligations for repair and/or replacement of major components during the next 30 years;

**NOW THEREFORE BE IT RESOLVED**, September 3, 2024, that pursuant to Civil Code § 5570 the Board hereby adopts the 30-Year Reserve Funding Plans (attached) prepared by a Reserve Specialist for fiscal year 2025; and

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

Director Milliman made a motion to approve the 2025 reserves funding plan resolution.  
Director Rane-Szostak seconded.

Discussion ensued among the Board.

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

**12f. Entertain a Motion to Approve the 2025 Capital Plan**

Director Milliman read the following resolution:

**RESOLUTION 90-24-48**

**2025 CAPITAL PLAN RESOLUTION**

**RESOLVED**, September 3, 2024, that the Capital Reserve Expenditures Plan of this Corporation for the year 2025 is hereby adopted and approved; and

**RESOLVED FURTHER**, that pursuant to said Business Plan, the sum of \$7,448,900 is hereby authorized to be expended in 2025 for the purposes provided therein, of which \$3,262,600 is designated from the Equipment Fund and \$4,186,300 from the Facilities Fund; and

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

Director Milliman made a motion to approve the 2025 capital plan resolution. Director Rane-Szostak seconded.

Discussion ensued among the Board.

Steve Hormuth and Jose Campos, Assistant Finance Director, answered questions from the Board

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

## **THE BOARD TOOK A BREAK EARLIER IN THE MEETING**

### **13. The Board took a 5-minute break**

### **14. Committee Reports**

- a. Report of the Finance Committee/Financial Reports – Director Cowen. The committee met on August 21, 2023; next meeting October 16, 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 August 8, 2024; next meeting September 12, 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 August 14, 2024; next meeting November 13, 2024, at 2:30 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 August 14, 2024; next meeting October 9, 2024, at 9:30 a.m. in the Board Room and as a virtual meeting.
- e. Report of the Media and Communications Committee—Director Milliman. The committee met on July 15, 2024; next meeting October 21, 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 August 27, 2024; next meeting September 11, 2024, at 9:00 a.m. and 1:00 p.m. and September 12, 2024, at 9:30 a.m. in the Cypress Room.
- g. Report of the Mobility & Vehicles Committee – Director Skillman. The committee met on

August 7, 2024; next meeting November 6, 2024, at 1:30 p.m. in the Board Room.

- h. Report of the Security & Community Access Committee – Director Skillman. The committee met on August 28, 2024; next meeting October 23, 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 August 21, 2024; next hearings on September 18, 2024, at 9:00 a.m. as a virtual meeting.
- i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on July 30, 2024; next meeting September 24, 2024, at 9:30 a.m. in the Board Room and as a virtual meeting.
- j. Information Technology Advisory Committee – President Hopkins. The closed committee met on August 30, 2024; next meeting September 27, 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.*

- Pricing Rates for Electric Charging Stations
- Golf Fee Recommendation
- Updated Traffic Fees
- Revision to the Golden Rain Foundation Traffic Rules and Regulations
- Updated PAC Sound System Installation
- Discussion of Smart Cards

**16. Director's Comments**

- Director Milliman thanked everyone for their hard work
- Director Leonard commented that this was a good meeting and thanked staff.

**17. Recess – 1:15 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) August 6, 2024 – Regular Closed Session*

*Discuss and Consider Personnel Matters*

*Discuss and Consider Contractual Matters*

*Discuss Legal/Legislation Matters*

*Discuss Member Disciplinary Matters*

## 18. Adjournment

The meeting was adjourned at 4:04 p.m.

Signed 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, September 19, 2024 – 9:30 a.m.  
Willow Room/Virtual Meeting**

**GRF Agenda Prep Meeting**

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Directors Present: Juanita Skillman, Gan Mukhopadhyay, Joan Milliman, Donna Rane-Szostak, Martin Roza (left at 9:50 a.m.), Cush Bhada, William Cowen, Steven Leonard

Directors Absent: Egon Garthoffner

Staff Present: Catherine Laster, Paul Nguyen, Carlos Rojas

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.

Director Rane-Szostak made a motion to approve the agenda. Director Bhada seconded.

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

**3. Discuss and Consider Items to be placed on the Tuesday, October 1, 2024, Board Meeting Open & Closed Agendas**

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

Director Rane-Szostak made a motion to approve the October 1, 2024, Open Agenda. Director Mukhopadhyay seconded.

Hearing no changes or objections, the October 1, 2024, Open Agenda was approved unanimously.


Director Milliman made a motion to approve the October 1, 2024, Closed Agenda.  
Director Leonard seconded.

Hearing no changes or objections, the October 1, 2024, Closed Agenda was approved by unanimous consent.

**4. Director Comments - None**

**5. Adjournment**

The meeting was adjourned at 10:09 a.m.

Signed by:  
  
B865D0FC004A480...  
Joan Milliman, Secretary of the Board  
Golden Rain Foundation

**ENDORSEMENT (to board)**

**Pricing Rates for Electric Vehicle Charging Stations**

Baltazar Mejia, Maintenance and Construction Assistant Director, presented a staff report recommending the committee endorse and approve the resolution to set new electric vehicle charging rates effective September 1, 2024, with subsequent annual adjustments to be implemented administratively based on the actual rates for the previous year and the percent change proposed by SCE for the upcoming calendar year.

A motion was made by Director Sue Stephens to accept staff's recommendation. Director Veeneman seconded. Motion passed 6-2, Director Donna Rane-Szostak did not vote and Director Lewis was not present for vote. The endorsement will be presented at the next board meeting.

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## STAFF REPORT

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**DATE:** October 1, 2024  
**FOR:** Board of Directors  
**SUBJECT:** Pricing Rates for Electric Vehicle Charging Stations

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### **RECOMMENDATION**

Approve a resolution to establish revised electric vehicle charging rates effective September 1, 2024, and subsequent annual adjustments to be implemented administratively based on the actual rates for the previous year and the percent change proposed by SCE for the upcoming calendar year.

### **BACKGROUND**

GRF owns and operates seven (7) electric vehicle (EV) charging ports located at the Community Center and four (4) EV charging ports at the Maintenance Center. All charging stations are available to both members and non-members.

The GRF Board adopted the current pricing schedule on September 5, 2023 as follows:

	<b>GRF Fleet Vehicles</b>	<b>Members and Employees /kWh</b>	<b>Other Users/kWh</b>	<b>Parking Rates</b>
<b>Level 2 Chargers</b>	\$0.00	\$0.31	\$0.34	\$2/hr after 4 hrs
<b>Level 3 Chargers</b>	\$0.00	\$0.31	\$0.44	\$2/hr after 1 hr

### **DISCUSSION**

The current pricing plan has allowed GRF to recover the cost of the energy dispensed and the Flex Billing fee that ChargePoint charges for each session plus a small amount towards the mutual's share of the cost. SCE does not anticipate a rate increase for 2025.

On June 19, 2024, the GRF Finance Committee directed staff to review any potential grant restrictions from the program that funded the installation and bring revised increased rates to the next finance committee meeting for recommendation to the board.

On July 29, 2024, the GRF Finance Committee reviewed the proposed rate increase for DC/Level 3 charging rates for non-members. A motion was made to approve the increase to the rates for DC/Level 3 charging for non-members to \$0.65/kWh. The motion passed unanimously.

A summary of survey of nearby public electric vehicle charging stations is discussed below. In addition, staff reached out to the agency that administers the grant, Cal eVIP, they stated that setting up the costs to charge is not limited by the grant requirements as long as the chargers remain operational.

**FINANCIAL ANALYSIS**

Approximately 70% of the charging sessions and 80% of the associated revenue comes from non-resident users. A copy of the May 2024 GRF Charging Report is included as Attachment 1.

The average SCE rate for the past year at the Community Center is \$0.28/kWh. The anticipated average rates for the next 3 years are \$0.28/kWh (2025), \$0.31/kWh (2026) and \$0.34/kWh (2027).

At the request of the committee, staff surveyed nearby public charging stations to determine the costs to charge. The average rate for Level 2 chargers is \$0.27/kWh and the average rate for DC chargers (not including the rates for the Tesla Supercharger Station near Polly’s Pies) is \$0.61/kWh. A summary of these rates, including Tesla’s, is included as Attachment 3.

As a result of this, staff recommends increasing the rates for DC/Level 3 charging for non-members to \$0.65/kWh. The table below shows the proposed rates for all users.

	GRF Fleet Vehicles	Members and Employees /kWh	Other Users/kWh	Parking Rates
Level 2 Chargers	\$0.00	\$0.31	\$0.45	\$2/hr after 4 hrs
Level 3 Chargers	\$0.00	\$0.31	\$0.65	\$2/hr after 1 hr

Attachment 2 shows the projected revenues for the next three years based on the above figures and the average use between June 2023 and May 2024.

The vehicle charging fee is to be included in the Annual Assessment Letter Packet that the Finance Department issues every year in November.

**Prepared By:** Baltazar Mejia, Maintenance and Construction Assistant Director

**Reviewed By:** Jose Campos, Assistant Director of Financial Services  
Manuel Gomez, Maintenance and Construction Director

**ATTACHMENT(S)**

- Attachment 1: GRF EV Charging Station Report, May 2024
- Attachment 2: Rate Calculation Spreadsheet
- Attachment 3: Summary of EV Charging Rates of Nearby Stations
- Attachment 4: Resolution 90-24-XX

# GOLDEN RAIN FOUNDATION

## ELECTRIC VEHICLE CHARGING STATION REPORT

### May 2024

Month	Level II Sessions (Non Members)	Level II Sessions (Members)	Level III Sessions (Non Members)	Level III Sessions (Members)	Total kWh (Non Members)	Total kWh (Members)	Revenue (Non Members)	Revenue (Members)	SCE Energy Cost	Net Revenue
From Activation Date*										
Dec 31, 2023	4646	4089	6520	1282	173,212	69,375	\$61,425	\$13,466	(\$63,031)	\$11,860
January 2024	101	133	453	69	13558	3156	\$5,303	\$901	(\$4,268)	\$1,936
February 2024	85	113	466	91	14625	3409	\$5,613	\$973	(\$4,247)	\$2,340
March 2024	84	119	470	126	13919	3831	\$5,259	\$1,094	(\$4,552)	\$1,801
April 2024	76	104	517	95	14512	3803	\$5,688	\$1,085	(\$4,785)	\$1,988
May 2024	81	89	526	103	13718	3975	\$6,091	\$1,270	(\$4,498)	\$2,862
June 2024										
July 2024										
August 2024										
September 2024										
October 2024										
November 2024										
December 2024										
<b>TOTAL</b>	<b>5,073</b>	<b>4,647</b>	<b>8,952</b>	<b>1,766</b>	<b>243,544</b>	<b>87,549</b>	<b>\$89,380</b>	<b>\$18,790</b>	<b>-\$85,381</b>	<b>\$22,788</b>

*Activation Dates	Level II (Phase I)	May 26, 2017	Registered Users	Non-Registered Users /kWh	Parking Rates
	Level II (Phase II)	August 27, 2019	Level 2 Chargers	\$0.34	\$2/hr after 4 hrs
	Level III	August 27, 2019	Level 3 Chargers	\$0.44	\$2/hr after 1 hr

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Description	Charger	Average Annual Use (kWh)	SCE Rate (\$/kWh)	ChargePoint Flex Billing Fee (10%)	Rate to Consumer	Revenue	Cost to GRF	Net Revenue
<b>Current Rates</b>								
Village Rate	Level 2	17,235	\$0.28	\$ 0.03	\$ 0.31	\$5,343	\$5,343	\$0
	Level 3	22,189	\$0.28	\$ 0.03	\$ 0.31	\$6,879	\$6,879	\$0
Outside Rate	Level 2	16,363	\$0.28	\$ 0.03	\$ 0.34	\$5,563	\$5,073	\$491
	Level 3	118,836	\$0.28	\$ 0.04	\$ 0.44	\$52,288	\$38,028	\$14,260
<b>Total</b>						<b>\$70,073</b>	<b>\$55,321</b>	<b>\$14,751</b>
<b>2025</b>								
Village Rate	Level 2	18,959	\$0.28	\$ 0.03	\$ 0.31	\$5,877	\$5,877	\$0
	Level 3	24,408	\$0.28	\$ 0.03	\$ 0.31	\$7,566	\$7,566	\$0
Outside Rate	Level 2	17,999	\$0.28	\$ 0.03	\$ 0.34	\$6,120	\$5,580	\$540
	Level 3	130,720	\$0.28	\$ 0.07	\$ 0.65	\$84,968	\$45,098	\$39,869
<b>Total</b>						<b>\$104,531</b>	<b>\$64,122</b>	<b>\$40,409</b>
<b>2026</b>								
Village Rate	Level 2	20,854	\$0.31	\$ 0.03	\$ 0.34	\$7,090	\$7,090	\$0
	Level 3	26,849	\$0.31	\$ 0.03	\$ 0.34	\$9,129	\$9,129	\$0
Outside Rate	Level 2	19,799	\$0.31	\$ 0.04	\$ 0.37	\$7,326	\$6,870	\$455
	Level 3	143,792	\$0.31	\$ 0.07	\$ 0.72	\$103,530	\$54,928	\$48,602
<b>Total</b>						<b>\$127,075</b>	<b>\$78,018</b>	<b>\$49,057</b>

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Provider	Location	EV Charging Rates		Notes
		Level 3/DC (\$/kWh)	Level 2 (\$/kWh)	
ChargePoint	Laguna Woods City Hall 24264 El Toro Rd Laguna Woods	N/A	\$0.30	6.6kW, \$3.96/2hr
ChargePoint	Laguna Hills City Hall 24035 El Toro Rd Laguna Hills	N/A	\$0.21	6.6kW, \$2.77/2hr
ChargePoint	Sofi Apartments 24555 Los Alisos Blvd Laguna Hills	N/A	\$0.30	6.6kW, \$3.96/2hr
ChargePoint	Laguna Woods Village 24351 El Toro Rd Laguna Woods	\$0.31 (Members) \$0.44 (Other)	\$0.31 (Members) \$0.34 (Other)	50kW
EVgo	Chevron Gas Station 23022 Aliso Creek Rd Aliso Viejo	\$0.66 (1-hr Session)	N/A	50kW, \$2.99+\$0.6/kWh
Tesla	Moulton Plaza Polly's Pies 23701 Moulton Pkwy Laguna Hills	\$0.27 (00:00-04:00) \$0.40 (04:00-12:00) \$0.50 (12:00-19:00) \$0.46 (19:00-23:00) \$0.27 (23:00-24:00)	N/A	250kW
Electrify America	Target 24500 Alicia Pkwy Mission Viejo	\$0.56	N/A	150kW and 50kW (non- member price)

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### **RESOLUTION 90-24-XX**

#### **Pricing Rates for Electric Vehicle Charging Stations**

**WHEREAS**, the GRF Board recognizes the need to amend the pricing rates for electric vehicle charging stations as necessary; and

**WHEREAS**, the establishment of these rates are impacted by the electric rates adopted by Southern California Edison (SCE);

**NOW THEREFORE BE IT RESOLVED**, October 1, 2024, that the Board hereby approves the following pricing rates for electric vehicle charging stations effective upon adoption of this resolution:

	<b>GRF Fleet Vehicles</b>	<b>LWV Members and Employees /kWh</b>	<b>Other Users/kWh</b>	<b>Parking Rates</b>
<b>Level 2 Chargers</b>	\$0.00	\$0.31	\$0.45	\$2/hr after 4 hrs
<b>Level 3 Chargers</b>	\$0.00	\$0.31	\$0.65	\$2/hr after 1 hr

**RESOLVED FURTHER**, that future revisions to the pricing rates for electric vehicle charging stations be based on the percent change adopted by SCE effective June 1 of the particular year and implemented by the Finance Department with an update to the Finance Committee and GRF board after the adoption of the new rates; and

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

**August Initial Notification: 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied.**

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**ENDORSEMENT (to board)**

**Golf Fees Pricing**

Steve Hormuth, Director of Financial Services, presented a staff report recommending the approval of a Golf Maintenance and Operations shared cost percentage of 35% leaving 65% to be recovered through golf facility use fees. Additionally, staff recommended the committee endorse Option A from the three staff provided alternatives of proposed golf fees.

Director Nathaniel Lewis made a motion to endorse the staff recommended 35/65 shared cost split and Option B from the proposed list of golf fees with request for staff to increase guest green fees. David Veeneman seconded. Discussion ensued. Director Thomas Tuning made a motion to amend the existing motion by increasing member green fees for the 27 Hole Course (18 holes) by \$1, from \$16 to \$17. Director Veeneman seconded. The motion passed with a vote of 7-1.

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**ENDORSEMENT (to Board of Directors)**

**Golf Fee Recommendation**

Review and recommend a resolution for a shared cost percentage of 35% (covering total expense for golf maintenance and operations including depreciation for work centers 580 / 581 / 670 / 680) leaving the remaining 65% of total costs to be recovered through golf facility use fees. Options were presented for review.

A motion to recommend Finance Committee recommendation of option B revised which includes fewer and smaller changes to fees such as a \$1 per round increase to the member green fee for the 27 Hole Course, full round of 18 holes (from \$16 to \$17) along with increase to guest green fees; lesser increases have been applied to the remaining green fees along with carts and clubs while the pricing for driving range balls remains unchanged.

Motion passed 6-1. Director Stephens opposed.

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## STAFF REPORT

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**DATE:** October 1, 2024  
**FOR:** Board of Directors  
**SUBJECT:** Golf Fee Recommendation

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### **RECOMMENDATION**

Staff recommends the following:

- 1) The Board of Directors approve a shared cost percentage of 35% (covering total expense for golf maintenance and operations including depreciation) leaving the remaining 65% of total costs to be recovered through golf facility use fees (Resolution #1 - ATT1).
- 2) The Board of Directors approve the proposed Schedule of Golf Fees (ATT2) inclusive of changes to trail fees, cart and club rental fees, and green fees for members and guests, with an effective date of January 1, 2025. An approval of the proposed Schedule of Golf Fees is authorization to temporarily exceed the 35 / 65 split between shared cost and recovery through fees (Resolution #2 - ATT3).

### **BACKGROUND**

In 1985 a golf study committee was formed to review gross annual operating and maintenance costs and to develop a golf fee policy. The outcome of the study was a practice whereby 35% of the expenses were to be covered by all members through assessments and facility users would pay the remaining 65% through usage fees. In the early 1990s a sprinkler system replacement was approved and a decision was made to begin including capital depreciation costs in the operating and maintenance cost and fee calculation.

While golf fees gradually increased over the years, the most recent change made to green fees occurred in 2018 via board resolution 90-18-03. A change was also approved by the board in 2019 to increase the price of a bucket of balls at the driving range via board resolution 90-21-29. A subsequent review and recommendation were later presented to the board in August 2022; however, the approval of the fee change was postponed until further analysis was performed.

In September 2023, the GRF board approved a fee analysis schedule via Resolution 09-23-46 to ensure all fees were periodically reviewed and that a specific timeline was assigned. Per the approved fee analysis schedule, a review of golf fees was conducted in June and July 2024. An analysis of the golf operating and maintenance costs was presented to the GRF Finance Committee on June 19, 2024 illustrating budgeted expenses had increased by approximately \$500,000 when comparing 2024 to 2019. Absent a change in fees, those additional costs were born by the members of GRF.

On July 29, 2024 staff presented to the GRF Finance Committee a report recommending the approval of a Golf Maintenance and Operations shared cost percentage of 35%, leaving 65%

to be recovered through golf facility use fees. Additionally, staff recommended the committee endorse one of three proposed options. After much discussion and input from the Laguna Woods Village members in attendance, the committee endorsed the 35/65 shared cost split and the fees presented in the attached Schedule of Golf Fees (ATT2).

On August 8, 2024 staff presented to the GRF Community Activities Committee (CAC) the same proposals as presented to the GRF Finance Committee. Consistent with the Finance Committee, CAC endorsed the 35/65 shared cost split and the fees presented in the attached Schedule of Golf Fees (ATT2).

### **DISCUSSION**

Based on a review of actual revenues and expenses from 2019 through the forecasted end of 2024, the average annual golf revenues have represented 53% of total expenses with a low of 44% in 2020 due to the impacts of Covid-19 and a high of 58% in 2022. This 53% average is in contrast to the 65% of expenses expected to have been recovered through facility usage fees.

The fee changes endorsed by both the GRF Finance Committee and CAC include an increase in member and guest green fees for the 27-hole and Par 3 courses along with changes to the cart and club rentals and trail fees.

As displayed in the Operating Statement (ATT4), the revenue percentage anticipated to be recovered through fees in 2025 is 67%. Assuming expenses increase in future years by 4% annually from the 2025 budgeted expenses, golf fees may remain unchanged through the end of 2026 when the percentage recovered through fees is anticipated to arrive at 65%.

### **FINANCIAL ANALYSIS**

Should the Board approve the recommended golf fee changes, \$2,834,904 of golf revenue is projected to be generated in 2025 (ATT4). Although this option achieves a 67% recovery of expenses, revenue projections are approximately \$236,000 less than currently projected in the 2025 Business Plan. The potential revenue difference will be monitored throughout 2025 and staff will make adjustments as needed to ensure the total GRF budget is adhered to.

**Prepared By:** Steve Hormuth, Director of Financial Services

**Reviewed By:** Alison Giglio, Recreation and Special Events Director

### **ATTACHMENT(S):**

Attachment 1: Schedule of Golf Fees  
Attachment 2: Resolution #1 - 35/65 Split 090-24-XX  
Attachment 3: Operating Statement  
Attachment 4: Resolution #2 - Fee Change 090-24-XX

**Golden Rain Foundation of Laguna Woods**

## Schedule of Golf Fees

## Fee Recommendation

	<b>Current Fee</b>	<b>Proposed</b>	
	<b>Fee</b>	<b>Fee</b>	<b>Change</b>
<b>Carts &amp; Clubs</b>			
Cart Registration (Trail Fee), Single Use	\$8.00	\$10.00	25%
Cart Registration (Trail Fee), Annual Pass	60.00	65.00	8%
Cart Rental, 18 Holes	15.00	18.00	20%
Cart Rental, 9 Holes	8.00	9.00	13%
Cart Rental, Hand Pulled	1.00	2.00	100%
Club Rental	25.00	30.00	20%
Club Storage (locker), Annual Fee	45.00	45.00	0%
Club Storage (locker) , Monthly	12.00	12.00	0%
<b>Driving Range</b>			
Driving Range, Large Bucket	6.00	6.00	0%
Driving Range, Small Bucket	4.00	4.00	0%
Driving Range, Quarter Bucket	2.00	2.00	0%
<b>Greens Fee, 27 Hole Course, 18 Holes</b>			
Members	16.00	17.00	6%
Guests, Weekday	35.00	40.00	14%
Guests, Weekend	55.00	65.00	18%
<b>Greens Fee, 27 Hole Course, 9 Holes</b>			
Members	8.00	9.00	13%
Guests, Weekday	18.00	20.00	11%
Guests, Weekend	28.00	33.00	18%
<b>Greens Fee, Par 3 Course, 18 Holes</b>			
Members	10.00	11.00	10%
Guests	16.00	22.00	38%
<b>Greens Fee, Par 3 Course, 9 Holes</b>			
Members	6.00	7.00	17%
Guests	8.00	11.00	38%

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**RESOLUTION 90-24-XX**

**Golf Shared Cost Percentage: 35% / 65% (Member Shared / Facility Use Fee)**

**WHEREAS**, the golf fees administered by the Golden Rain Foundation of Laguna Woods Board of Directors adhere to the Shared Cost Guidelines established in Resolution 90-12-132, whereby certain fees can be imposed upon users of various recreation facilities in order to control crowding and minimize over-usage, and to recover operating costs; and

**WHEREAS**, at the July 29, 2024 Finance Committee meeting, the committee endorsed staff's recommendation to establish a shared cost percentage of 35% (covering total expense for golf maintenance and operations including depreciation) leaving the remaining 65% of total costs to be recovered through golf facility use fees; and

**WHEREAS**, at the August 8, 2024 Community Activities Committee meeting, the committee affirmed the Finance Committee recommendation to establish a golf shared cost of 35% / 65%;

**NOW THEREFORE BE IT RESOLVED**, October 1, 2024, that the Board of Directors of this Corporation hereby adopts the establishment of a shared cost percentage of 35% leaving the remaining 65% of total costs to be recovered through golf facility use fees; and

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

**September Initial Notification. 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied.**

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## Golden Rain Foundation of Laguna Woods

Operating Statement

Fee Recommendation

	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Annualized	2025 Proposed
<b>Revenues:</b>							
Golf green fees	1,351,798	1,241,594	1,656,161	1,777,020	1,677,719	1,689,913	2,076,559
Golf operations	231,543	273,504	318,827	363,750	249,558	342,856	412,882
Merchandise sales	182,296	139,787	296,061	314,534	212,217	280,129	332,000
Clubhouse rentals and event fees	9,933	3,088	4,659	25,085	17,275	12,064	13,463
Miscellaneous	1,184	(150)	38	59	44	325	-
<b>Total golf revenue</b>	<b>1,776,754</b>	<b>1,657,823</b>	<b>2,275,745</b>	<b>2,480,447</b>	<b>2,156,812</b>	<b>2,325,287</b>	<b>2,834,904</b>
<b>Expenses:</b>							
Employee comp and related	2,159,467	2,278,434	2,162,121	2,227,466	2,232,335	2,310,720	838,783
Materials and supplies	264,959	262,536	248,861	284,626	220,433	214,093	42,200
Cost of goods sold	143,244	99,459	204,813	223,256	150,881	200,815	207,000
Community events	-	-	-	255	-	2,605	1,750
Utilities and telephone	443,534	464,673	573,170	651,031	475,876	459,664	661,273
Equipment rental	46,621	42,508	43,586	62,446	54,502	69,618	55,100
Outside services	71,738	100,451	220,124	247,224	238,991	248,908	1,891,954
Repairs and maintenance	8,046	4,937	7,098	16,221	9,187	-	18,700
Other operating expense	22,342	17,150	18,591	17,381	14,416	22,023	7,300
Property and sales tax	14,495	11,659	23,114	24,230	16,870	21,753	24,606
Net allocation of mutuals	110,476	93,357	111,438	123,469	133,937	109,636	63,635
Depreciation	400,368	374,232	387,734	389,492	384,616	397,555	415,000
<b>Total expense</b>	<b>3,685,290</b>	<b>3,749,397</b>	<b>4,000,649</b>	<b>4,267,095</b>	<b>3,932,044</b>	<b>4,057,391</b>	<b>4,227,301</b>
<b>Total revenue</b>	<b>1,776,754</b>	<b>1,657,823</b>	<b>2,275,745</b>	<b>2,480,447</b>	<b>2,156,812</b>	<b>2,325,287</b>	<b>2,834,904</b>
<b>Total expense</b>	<b>3,685,290</b>	<b>3,749,397</b>	<b>4,000,649</b>	<b>4,267,095</b>	<b>3,932,044</b>	<b>4,057,391</b>	<b>4,227,301</b>
<b>Net expense (i.e. loss)</b>	<b>(1,908,536)</b>	<b>(2,091,574)</b>	<b>(1,724,904)</b>	<b>(1,786,648)</b>	<b>(1,775,232)</b>	<b>(1,732,104)</b>	<b>(1,392,397)</b>
<b>Revenue as a % of expense</b>	<b>48%</b>	<b>44%</b>	<b>57%</b>	<b>58%</b>	<b>55%</b>	<b>57%</b>	<b>67%</b>

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## **RESOLUTION 90-24-XX**

### **Schedule of Golf Fees**

**WHEREAS**, the golf fees administered by the Golden Rain Foundation of Laguna Woods Board of Directors adhere to the Shared Cost Guidelines established in Resolution 90-12-132, whereby certain fees can be imposed upon users of various recreation facilities in order to control crowding and minimize over-usage, and to recover operating costs; and

**WHEREAS**, the Board directed staff to perform an annual review of golf revenue earned through fees compared to expenses incurred in accordance with Resolution 90-23-46. Staff will then propose fee changes (increase/decrease) to ensure the shared costs stay consistent with a Board approved percentage; and

**WHEREAS**, at the July 29, 2024 Finance Committee meeting, the committee endorsed a \$1 per round increase to each of the member greens for 18 holes and 9 holes on the 27 Hole Course and 18 holes and 9 holes at the Par 3 Course. The committee also endorsed increases for guest green fees, cart and club rentals along with trail fees; and

**WHEREAS**, at the August 8, 2024 Community Activities Committee meeting, the committee affirmed the Finance Committee endorsement of increased golf fees; and

**WHEREAS**, at the September 3, 2024 GRF Board meeting, the Board approved an amended motion to adopt the fee recommendations endorsed by both GRF Finance and CAC with an additional \$10 increase to all guest green fees above the then current rate; and

**NOW THEREFORE BE IT RESOLVED**, October 1, 2024, that the Board of Directors of this Corporation hereby adopts Schedule of Golf Fees in Exhibit A below effective January 1, 2025; and

#### **Exhibit A: Schedule of Golf Fees**

<b>Fee</b>	<b>2024 Fee</b>	<b>2025 Fee</b>
<b><u>Carts and Clubs</u></b>		
Cart Registration (Trail Fee), Single Use	\$8.00	\$10.00
Cart Registration (Trail Fee), Annual Pass	\$60.00	\$65.00
Cart Rental, 18 Holes	\$15.00	\$18.00
Cart Rental, 9 Holes	\$8.00	\$9.00
Cart Rental, Hand Pulled	\$1.00	\$2.00

Fee (continued)	2024 Fee	2025 Fee
Club Rental	\$25.00	\$30.00
Club Storage Locker, Annual Fee	\$45.00	\$45.00
Club Storage Locker, Monthly Fee	\$12.00	\$12.00
<u><i>Driving Range</i></u>		
Driving Range, Large Bucket	\$6.00	\$6.00
Driving Range, Small Bucket	\$4.00	\$4.00
Driving Range, Quarter Bucket	\$2.00	\$2.00
<u><i>Greens Fee, 27 Hole Course, 18 Holes</i></u>		
Members	\$16.00	\$17.00
Guests, Weekday	\$35.00	\$45.00
Guests, Weekend	\$55.00	\$65.00
<u><i>Greens Fee, 27 Hole Course, 9 Holes</i></u>		
Members	\$8.00	\$9.00
Guests, Weekday	\$18.00	\$28.00
Guests, Weekend	\$28.00	\$38.00
<u><i>Greens Fee, Par 3 Course, 18 Holes</i></u>		
Members	\$10.00	\$11.00
Guests	\$16.00	\$26.00
<u><i>Greens Fee, Par 3 Course, 9 Holes</i></u>		
Members	\$6.00	\$7.00
Guests	\$8.00	\$18.00

**RESOLVED FURTHER**, that Resolution 90-18-03 approved on January 2, 2018 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.

**September Initial Notification.** 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied.

**ENDORSEMENT (to Board)**

**Traffic Fee Pricing**

Steve Hormuth, Director of Financial Services, presented a staff report recommending the approval of the proposed schedule of Traffic Monetary Penalties to be effective January 1, 2025. The change aims to enhance adherence to traffic and parking regulations and reduce the frequency of violations.

Director Stephens made a motion to accept the proposed Schedule of Traffic Monetary Penalties with an effective date of January 1, 2025. Director Roza Seconded. Discussion Ensued. Motion Passed 6-0, Directors Lewis and Rane-Szostak were not present for the vote.

The motion passed to be presented at the following SCAC meeting.

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**ENDORSEMENT (to Board) Traffic Fee Pricing**

Steve Hormuth, Director of Financial Services, presented a staff report recommending the approval of the proposed Schedule of Traffic Monetary Penalties to be effective January 1, 2025. The change aims to enhance adherence to traffic and parking regulations and reduce the frequency of violations.

Director Stephens made a motion to accept the proposed Schedule of Traffic Monetary Penalties with an effective date of January 1, 2025. Directors Skillman and Carlson seconded. Discussion ensued.

By a vote of 5-1, the motion passed (Director Karimi abstained, Director Rane-Szostak was not present for the vote).

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## STAFF REPORT

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**DATE:** October 1, 2024  
**FOR:** Board of Directors  
**SUBJECT:** Schedule of Traffic Monetary Penalties

---

### **RECOMMENDATION**

Staff recommends approval of the updated Schedule of Traffic Monetary Penalties (ATT1) with an effective date of January 1, 2025.

### **BACKGROUND**

The Laguna Woods Village streets and neighborhoods are intended to be safe havens for residents and their guests. Speeding and failing to stop at stop signs pose significant risks to these groups. While the Golden Rain Foundation (GRF) enforces traffic rules to mitigate these dangers, drivers may be less likely to adhere to the traffic rules if they feel the financial consequences of an infraction are minimal.

Similar to traffic rule enforcement, GRF ensures parking rules are followed to maintain fairness and order as parking spaces are limited, to maintain aesthetic standards within the community, to prevent long-term storage, and to ensure emergency vehicles, delivery trucks and traffic are unobstructed by illegally parked vehicles. Where the financial consequences of an infraction are perceived to be minimal, the parking rules are less likely to be adhered to.

The current Schedule of Traffic Monetary Penalties was last updated on September 29, 2021. Traffic Monetary Penalties are being reviewed during 2024 in accordance with the GRF Fee Analysis approved via resolution 09-23-46.

On August 28, 2024, the Security Community Access Committee discussed the updated Schedule of Traffic Monetary Penalties. Director Karimi suggested changes be made and presented to the Board of Directors.

### **DISCUSSION**

Through discussion with the Security Services Department and Laguna Woods Village members, many of the current traffic penalties are perceived as minimal. As part of the fee review being conducted, staff focused the recommendation on increasing those fees where resident safety is at risk and where parking violations may cause damage to community or member property.

### **FINANCIAL ANALYSIS**

The desired effect of raising traffic monetary penalties is to increase compliance with traffic and parking rules and drive down occurrence of infractions. Though infractions are anticipated to occur at a lower rate (assumed 25% reduction), the increase in fees is expected to generate an additional \$36,000 of revenue over 2024, or \$84,400 in 2025.

**Prepared By:** Steve Hormuth, Director of Financial Services  
Carmen Aguilar, Administrative Coordinator  
Alycia Magnuson, Administrative Specialist

**Reviewed By:**

Jose Campos, Assistant Director of Financial Services  
Francis Gomez, Compliance Operations Manager  
Roger Cowdrey, Security Services Supervisor II  
Tom Siviglia, Security Services Operations Manager  
Eric Nuñez, Security Services Director

**ATTACHMENT(S)**

Attachment 1:

Schedule of Traffic Monetary Penalties

Attachment 2:

Resolution 90-24-XX

## Schedule of Traffic Monetary Penalties

Moving Violations	1st	2nd	3rd	4th (or more)
600 - Speeding ( 6 - 10 MPH )	\$40 <del>\$25</del>	\$80 <del>\$50</del>	\$120 <del>\$0</del>	
601 - Speeding (11 - 15 MPH )	\$100 <del>\$50</del>	\$200 <del>\$250</del> <del>\$100</del>	\$400 <del>\$500</del> <del>\$0</del>	
602 - Speeding ( 16 MPH and over)	\$150 <del>\$100</del>	\$300 <del>\$200</del>	\$500 <del>\$0</del>	
610 - Failure to stop	\$200 <del>\$50</del>	\$300 <del>\$100</del>	\$400 <del>\$200</del>	
620 - Right of way	\$25	\$50		
630 - Turn signal	\$25	\$50		
640 - Left of center	\$125 <del>\$25</del>	\$175 <del>\$50</del>		
* 650 - Hit and run	\$300 <del>\$200</del>	\$500 <del>\$400</del>		
* 660 - Valid driver's license not produced	\$200	\$400		
* 680 - Reckless	\$300 <del>\$150</del>	\$400 <del>\$300</del>	\$550 <del>\$300</del>	\$700 <del>\$300</del>
* 690 - Headlight violation	\$25	\$25	\$25	\$25
691 - Riding a bicycle on sidewalk	\$25	\$25	\$50	\$50
695 - Other moving	\$25	\$50		
Parking Violations	1st	2nd	3rd	4th (or more)
* 010 - Abandoned vehicle	\$75 <del>\$25</del>	\$150 <del>\$25</del>	\$300 <del>\$50</del>	\$350 <del>\$50</del>
* 700 - No parking zone	\$25	\$50	\$75	\$100
* 714 - Unpermitted electric plug-in (EV)	\$240	\$480	\$480	\$480
* 715 - Unpermitted electric plug-in (Golf Cart)	\$100	\$150	\$200	\$250
* 716 - Unattended extension cords and battery charger	\$50	\$100	\$150	\$150
* 720 - Limited time parking	\$25	\$50 <del>\$25</del>	\$75 <del>\$50</del>	\$100 <del>\$75</del>
* 721 - Recreational vehicle parked over six-hour limit	\$50 <del>\$25</del>	\$100 <del>\$25</del>	\$150 <del>\$50</del>	\$200 <del>\$75</del>
* 722 - Advertising on vehicle parked overnight	\$25	\$50 <del>\$25</del>	\$75 <del>\$50</del>	\$100 <del>\$75</del>
* 723 - Vehicle used for storage	\$50	\$100	\$150	\$200
* 724 - Parked on sidewalk or grass	\$50 <del>\$25</del>	\$75 <del>\$25</del>	\$125 <del>\$50</del>	\$150 <del>\$75</del>
* 725 - Expired vehicle registration	\$50	\$100	\$150	\$150
* 726 - Parked obstructing access	\$50 <del>\$25</del>	\$100 <del>\$25</del>	\$150 <del>\$50</del>	\$200 <del>\$75</del>
* 727 - No valid decal or parking permit displayed	\$25	\$25	\$50	\$75
* 730 - Other parking violations	\$25	\$25	\$50	\$75
* 800 - Fire hydrant	\$100 <del>\$25</del>	\$175 <del>\$50</del>	\$200 <del>\$50</del>	\$200 <del>\$50</del>
* 810 - Handicapped parking with placard and handicap I.D. verification	\$0	\$25	\$50	\$100 <del>\$75</del>
* 811 - Handicapped parking with no placard or handicap I.D. verification	\$300 <del>\$150</del>	\$350 <del>\$200</del>	\$400 <del>\$250</del>	\$475 <del>\$275</del>
Pedestrian Violations	1st	2nd	3rd	4th (or more)
* 750 - Pedestrian violations	\$25	\$25	\$50	\$50
RV Parking Violations	1st	2nd	3rd	4th (or more)
* 820 - Hazardous material	\$125 <del>\$75</del>	\$200 <del>\$100</del>	\$300 <del>\$150</del>	\$425 <del>\$0</del>
* 830 - Wheel block	\$50 <del>\$25</del>	\$75 <del>\$50</del>	\$125 <del>\$75</del>	\$175 <del>\$100</del>
* 840 - Jack support (R&R Section "W" violation)	\$25	\$50	\$75	\$100
* 850 - Maintenance or repair	\$25	\$50	\$75	\$100
* 860 - Miscellaneous (Minor)	\$25	\$50	\$75	
* 870 - Miscellaneous (Major)	\$50	\$100	\$150	
Miscellaneous (Minor): Flat tires; failure to provide paperwork				
Miscellaneous (Major): Expired registration, living in RV, clutter, storage outside of vehicle, wash-rack violation, unauthorized vehicle, vehicle used for storage, unattended generator in use, portable sheds/tents erected, illegal jack				
<b>Make check payable to:</b> GRF and reference the case number on the check <b>Mail check to:</b> Security Services Division, 24351 El Toro Road, Laguna Woods, CA 92637 <b>In person:</b> Payment can be dropped off in the payment box located in the Laguna Woods Village Community Center and in the Security Services Building				

\* Violation is ineligible for traffic school

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**RESOLUTION 90-24-XX**

**Schedule of Traffic Monetary Penalties**

**WHEREAS**, at the July 29, 2024 Finance Committee meeting, the Committee approved staff's recommendation of the proposed schedule of Traffic Monetary Penalties with an effective date of January 1, 2025; and

**WHEREAS**, the change aims to enhance adherence to traffic and parking regulations and reduce the frequency of violations;

**NOW THEREFORE BE IT RESOLVED**, on October 1, 2024, the Board of Directors of this Corporation hereby approves the revised Schedule of Traffic Monetary Penalties as attached to the official minutes; and

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

**September Initial Notification: 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied.**

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**ENDORSEMENT (to Board)**

**Vehicle, Traffic and Parking Rules**

On August 28, 2024, Eric Nuñez, Director of the Security Services Department, presented a staff report recommending the approval of the Vehicle, Traffic and Parking Rules and regulations within Laguna Woods Village. These amendments will accommodate the advancements in technology, policies and laws associated within California and Laguna Woods Village to aide in the efficiency of service levels and enforcement.

Director Park made a motion to accept and move forward with the staff recommended Vehicle, Traffic and Parking Rules to be presented at the following Golden Rain Foundation Board meeting held on September 3, 2024. Director Karimi seconded. Discussion ensued. Director Skillman asked for the question.

By unanimous vote, the motion passed (Director Rane-Szostak was not present for the vote).

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## STAFF REPORT

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**DATE:** October 1, 2024  
**FOR:** Board of Directors  
**SUBJECT:** Vehicle, Traffic and Parking Rules

---

### **RECOMMENDATION**

Staff recommends approval of the revised Vehicle, Traffic and Parking Rules.

### **BACKGROUND**

The Security Services Department patrols and enforces the vehicle, traffic, and parking rules and regulations within Laguna Woods Village. On May 6, 2014, the board established Vehicle, Traffic and Parking Rules to align with changes in California Vehicle Code and traffic laws. Since the adoption, the Vehicle, Traffic and Parking Rules have been amended on at least six occasions (Resolutions 90-14-21, 90-15-29, 90-16-24, 90-16-26, 90-19-25, and 90-19-56). The policy is enforced by the Laguna Woods Village Traffic Enforcement Division.

On February 28, 2024, the Security Community Access Committee (SCAC) directed staff to review, delete and update the terminology in the Vehicle, Traffic and Parking Rules.

Since April 10, 2024, members of SCAC and staff have held workshops to review the terminology and format of the rules.

### **DISCUSSION**

The SCAC is requesting to update the outdated qualities of the policy to include, but not limited to:

- Remove applicable uses of the term “DECAL”;
- Include applicable uses of the abbreviation “RFID”;
- Include the term “E-BIKE(S)” for electric bicycles; and
- Formatting.

These amendments will accommodate the advancements in technology, policies and laws associated within California and Laguna Woods Village to aid in the efficiency of service levels and enforcement of the Vehicle, Traffic and Parking Rules.

### **FINANCIAL ANALYSIS**

None.

**Prepared By:** Carmen Aguilar, Administrative Coordinator  
Alycia Magnuson, Administrative Specialist

**Reviewed By:** Francis Gomez, Compliance Operations Manager  
Roger Cowdrey, Security Services Supervisor II  
Tom Siviglia, Security Services Operations Manager  
Eric Nunez, Security Services Director

**ATTACHMENT(S):**

Attachment 1: Vehicle, Traffic and Parking Rules – Red Line Version

Attachment 2: Vehicle, Traffic and Parking Rules – Clean Version

Attachment 3: Resolution 90-24-XX



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## **Vehicle, Traffic and Parking Rules**

### **Resolution 90-24-XX; October 1, 2024**

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The following Vehicle, Traffic, and Parking Rules are strictly enforced and are applicable to all pedestrians and persons controlling or operating vehicles on any real property regulated by the Golden Rain Foundation of Laguna Woods (GRF). This generally refers to the streets, sidewalks, parking areas, clubhouses, grounds, and other amenities overseen by GRF.

Last Audit 5-28-20

Golden Rain Foundation  
Vehicle, Traffic, and Parking Rules and Regulations  
Page 2 of 29

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### Vehicle, Traffic and Parking Rules

~~Resolution 90-19-56, adopted December 3, 2019; Resolution 90-19-25, adopted June 4, 2019; Resolution 90-16-26, adopted June 7, 2016; Resolution 90-16-24, adopted June 7, 2016; Resolution 90-15-29, adopted May 5, 2015; and Resolution 90-14-21, adopted May 6, 2014~~

~~The following Vehicle, Traffic, and Parking Rules are strictly enforced and are applicable to all pedestrians and persons controlling or operating vehicles on any real property regulated by the Golden Rain Foundation of Laguna Woods (GRF). This generally refers to the streets, sidewalks, parking areas, clubhouses, grounds, and other amenities overseen by GRF.~~ Table of Contents

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## 1. PREFACE

(See Section 2 – Definitions, for words appearing in ALL CAPITAL LETTERS.)

In order to promote safety, all drivers, pedestrians, and vehicles must follow the same rules of the road as are expected on public streets, unless otherwise specified in herein.

Enforcement is the responsibility of the Laguna Woods Village Security Services Department, unless otherwise designated by law. All persons must stop when directed or signaled by a member of the Security Services Department and provide all items of identification as requested, such as GRF identification card (ID), driver's license, vehicle registration, gate pass, etc.

Security Services Officers will issue a Notices of Violation (NOV) for violation of these rules. Persons in violation may be subject to a fine and/or other disciplinary action. Vehicles parked in violation may be subject to a fine, and/or towed-away at the vehicle owner's expense.

GRF kindly reminds everyone that parking space is a valuable and a limited resource.

- RESIDENTS are encouraged to limit their number of vehicles kept in the Community.
- Please remind your guests to use UNASSIGNED PARKING or your own ASSIGNED PARKING space. Use of another RESIDENT'S ASSIGNED PARKING space without their written permission can result in a Notice of Violation, fine, and/or tow-away at the vehicle owner's expense.
- The use and control of an ASSIGNED PARKING space rests exclusively with the RESIDENTS of the associated UNIT.
- A NON-RESIDENT party to a UNIT such as a MEMBER, owner, leasing agent, power of attorney, successor trustee, conservator, etc. may not keep any vehicle in the Community when the subject UNIT is occupied by a RESIDENT.

The MEMBER is responsible for any violation occurring in their ASSIGNED PARKING.

The MEMBER is responsible for any violation committed by their delegate, invitee, renter or lessee, and any invitee of a delegate, renter or lessee.

## 1.2. DEFINITIONS

Words appearing in ALL CAPITAL LETTERS are defined in this section.

### 1.2.1. ABANDONED VEHICLE

A MOTOR VEHICLE having either of the following attributes:

- 2.1.1. Appears deserted, neglected, unsightly, or INOPERABLE.

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Golden Rain Foundation  
**Vehicle, Traffic, and Parking Rules and Regulations**  
Page 5 of 29

**2.1.2.** If in **UNASSIGNED PARKING**, **h** has not been moved within a 21-day period ~~applies to carports and open spaces~~ unless previously receiving written authorization from the Security Services Department. (See Section 7.45 - Resident's Extended **Absence** Parking).

**2.2.2. ASSIGNED PARKING**

A defined parking location such as a carport, parking garage space, ~~or~~ UNIT driveway, or garage that has **both** of the following attributes:

- **2.2.1.** Is regulated by a Mutual Corporation or GRF.
- **2.2.2.** Is allotted as an exclusive use area of a particular UNIT.

**2.2.3. BICYCLE**

A device, upon which a person can ride, propelled by human power through pedals, a belt, chain, or gears and having one or more wheels. ~~An E-BIKE is motorized~~ **motorized** bicycle **and** is classified as a MOTOR VEHICLE, not a BICYCLE.

**2.3.2.4. COMMERCIAL VEHICLE**

A vehicle displaying **any** of the following attributes:

- **2.4.1.** Of a type used or maintained for the transportation of persons for hire, compensation, or profit. Examples: Taxi cab, limousine, any vehicle originally designed to carry 12 or more passengers.
- **2.4.2.** Designed, used, or maintained primarily for the transportation of property.
- **2.4.3.** Includes any vehicle mounted with a utility body/bed, equipment carrier or other structure designed to secure goods. However, a carrier designed for specific sports or athletic equipment (e.g. bicycle or ski rack) is acceptable.
- **2.4.4.** Used, specially equipped, or advertised for commercial purposes. Examples: MOTOR TRUCK, cargo trailer, PICKUP TRUCK with a ladder rack or utility body or stake panels, or carrying visible tools or merchandise, van with business advertising displayed or carrying visible tools, chests, racks or merchandise, sedan with applied lettering advertising a business.

**EXCEPTIONS:**

PICKUP TRUCKS and passenger vehicles (including commuter carpooling vans of up to 11 passenger capacity) are not COMMERCIAL VEHICLES unless used, specially equipped, or advertised for commercial purposes.

**2.4.2.5. EMPLOYEE**

A person who is employed by the managing agent.

**2.5.2.6. GOLDEN RAIN FOUNDATION**

The Golden Rain Foundation of Laguna Woods.

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#### 2.62.7. GOLF CART

A MOTOR VEHICLE having all of the following attributes:

- 2.7.1. Having not less than three wheels in contact with the ground.
- 2.7.2. Having an unladen weight of less than 1,300 pounds.
- 2.7.3. Designed to be operated at no more than 20 mph.
- 2.7.4. Designed to carry golf equipment and passengers.
- 2.7.5. Is exempt from California Motor Vehicle Registration.

#### 2.72.8. GOLF CAR

A MOTOR VEHICLE that has all the attributes of a Low Speed Vehicle (LSV) or Neighborhood Electric Vehicle (NEV):

- 2.8.1. Having 4 wheels.
- 2.8.2. Having a gross vehicle weight rating of less than 3,000 pounds.
- 2.8.3. Designed to attain a speed of more than 20 miles per hour and not more than 25 miles per hour on a paved level surface.
- 2.8.4. May legally be driven on public streets with a maximum speed limit of 35 miles per hour.
- 2.8.5. Requires government motor vehicle registration on a public street.

#### 2.82.9. GUEST

A NON-RESIDENT approved for entry into LAGUNA WOODS VILLAGE by an authorized party for a MANORUNIT, or by the managing agent.

#### 2.92.10. GUEST PARKING

A parking location reserved for GUEST use only that is marked as such by a sign, or curb, or pavement marking is reserved for GUEST use only.

#### 2.102.11. LOW SPEED VEHICLE (LSV)

See GOLF CAR.

#### 2.112.12. IN LAGUNA WOODS VILLAGE

Any real property governed by GRF or a Mutual Corporation in LAGUNA WOODS VILLAGE.

#### 2.122.13. INOPERABLE VEHICLE

A partial or complete vehicle displaying any of the following attributes:

- 2.13.1. Does not show current, government issued license and registration for on-street operation.
- 2.13.2. Is government registered with a classification of non-operational, or for a use other than on-street. Examples: "Planned Non-Operation," "Off Highway Vehicle," and watercraft registrations.

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Examples: ~~“Planned Non-Operation~~Non-Operation, “Off Highway Vehicle,” and watercraft registrations.

EXCEPTION:

⊖ The above registration provisions do not apply to GOLF CARTS. See Section 5.2 – Vehicle Registration Required.

- 2.13.3. Lacks any original and complete design component. (Examples: motor, fender, hood, wheel, light).
- Appears unable to legally or safely operate on the street in its present condition.

- 2.13.4.** Examples: Does not run, shows significant disassembly or collision damage, leaking fluids, flat tire, tire off ground, vehicle up on blocks.

- 2.13.5.** Presents a nuisance or hazard as determined by GRF.

## ~~2.13 MANOR~~

**A dwelling unit in LAGUNA WOODS VILLAGE.**

**2.142.14. MEMBER.**

The person having legal accountability to GRF or a Mutual Corporation for a UNIT.

## ~~2.152.15.~~ 2.15. MOTOR TRUCK

A MOTOR VEHICLE designed, used, or maintained primarily for the transportation of property.

~~2.16~~2.16. MOTOR VEHICLE.

A vehicle that is self-propelled.

EXCEPTIONS:

A self-propelled wheelchair, invalid tricycle, electric personal assistive mobility device (Example: Segway) or motorized quadricycle.

## **2.172.17. NEIGHBORHOOD ELECTRIC VEHICLE (NEV)**

See GOLF CAR.

~~2.18~~2.18. NON-RESIDENT.

A person who is not a legal occupant of a UNIT in LAGUNA WOODS VILLAGE.

## ~~2.192.19.~~ **NON-RESIDENT VEHICLE**

Any vehicle not registered as a RESIDENT VEHICLE with GRF.

~~2-202.20.~~ **PICKUP TRUCK**

A MOTOR TRUCK having **all** of the following attributes:

- 2.20.1. Is equipped with an open box-type bed not exceeding 9 feet in length.
- 2.20.2. Has an overall vehicle length not exceeding 22 feet.
- 2.20.3. Has only 2 axles.

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• 2.20.4. Has an unladen weight of less than 8,001 pounds.

2.20.5. Has a manufacturer's gross vehicle weight rating not to exceed 11,500 pounds in single rear wheel configuration, or 14,000 pounds in dual rear wheel configuration.

PICKUP TRUCK does not include a vehicle otherwise meeting the above definition that is equipped with a bed-mounted storage compartment unit commonly called a "utility body" or "utility bed."

A vehicle otherwise meeting the above definition that displays advertising, or is mounted with an equipment carrier or other structure designed to secure goods is deemed to be a COMMERCIAL VEHICLE. However, a carrier designed for specific sports or athletic equipment (e.g. bicycle or ski rack) is acceptable.

A PICKUP TRUCK mounted with a camper unit extending over the cab or equipped with food preparation and sleeping areas is deemed to be a RECREATIONAL VEHICLE. See Section - 7.78 Recreational Vehicles Restricted.

#### 2.22.21. PEDESTRIAN

A person who is either of the following:

• 2.21.1. On foot or using a means of conveyance propelled by human power other than a BICYCLE.

2.21.2. Operating a self-propelled or motorized wheelchair, invalid tricycle, electric personal assistive mobility device (Example: Segway) or motorized quadricycle.

#### 2.22.22. RECREATIONAL VEHICLE (RV)

A motor home, camper van, travel trailer, truck camper, or camping trailer, with or without motive power, designed for human habitation for recreational, emergency, or other occupancy that meets all of the following criteria:

2.22.1. It contains less than 320 square feet of internal living room area, excluding built-in equipment, including, but not limited to, wardrobe, closets, cabinets, kitchen units or fixtures, and bath or toilet rooms.

2.22.2. It contains 400 square feet or less of gross area measured at maximum horizontal projections.

2.22.3. It is built on a single chassis.

2.22.4. It is either self-propelled, truck-mounted, or permanently towable on the highways without a permit.

A vehicle so defined in the GRF Recreational Vehicle (RV) Parking Areas Rules and Regulations.

#### 2.23.23. RESERVED PARKING

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A parking location set-aside for use only by the named user(s) that is marked as such by a sign, ~~or curb~~, or pavement marking ~~is set-aside for use only by the named user(s)~~.

~~2.242.24.~~ **RESIDENT**

An approved legal occupant of a UNIT in LAGUNA WOODS VILLAGE.

~~2.252.25.~~ **RESIDENT VEHICLE**

A vehicle that has all of the following attributes:

•~~2.25.1.~~ A RESIDENT has exclusive use thereof.

•~~2.25.2.~~ Is of a type approved by GRF.

~~2.25.3.~~ Is registered with GRF and displays a valid ~~GRF radio frequency~~ identification (RFID) ~~decal~~.

~~2.262.26.~~ **SAFELIST**

A register maintained by the Security Services Department to document vehicles granted a limited exception to certain parking rules. Examples: Extended RESIDENT'S absence, overnight RV parking, late night calls for overnight guests without a parking permit.

~~2.272.27.~~ **SPONSOR**

Either of the following:

~~2.27.1.~~ A RESIDENT, MEMBER or delegate for a UNIT, who approves the admission of any NON-RESIDENT into Laguna Woods Village.

~~A person representing an organization or business entity for the purpose of requesting entry for themselves or another into Laguna Woods Village. A RESIDENT, MEMBER or delegate for a MANOR, who approves the admission of any NON-RESIDENT into Laguna Woods Village,~~

~~2.27.2.~~

~~OR,~~

~~A person representing an organization or business entity for the purpose of requesting entry for themselves or another into Laguna Woods Village.~~

~~2.282.28.~~ **UNASSIGNED PARKING**

A proper parking location having both of the following attributes:

•~~2.28.1.~~ Not an ASSIGNED PARKING space for a particular UNIT or RESIDENT.

~~2.28.2.~~ Not designated as GUEST PARKING or RESERVED PARKING.

~~2.292.29.~~ **UNAUTHORIZED VEHICLE**

A vehicle having both of the following attributes:

•~~2.29.1.~~ NON-RESIDENT VEHICLE.

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~~4.1.1.~~ Parked IN LAGUNA WOODS VILLAGE at any time between the hours of 12:00 a.m. (midnight) and 6:00 a.m. without displaying a valid GRF Overnight Parking Permit.

~~2.29.2.~~

### ~~2.30.~~ UNIT

A dwelling unit in LAGUNA WOODS VILLAGE.

### ~~2.30.31.~~ VISITOR PARKING

See GUEST PARKING.

## ~~2.31~~ GRF AUTHORITY ~~AND~~ ENFORCEMENT

### ~~3.~~

#### ~~2.323.1.~~ GRF AUTHORITY

GRF establishes, and from time to time updates ~~to~~ these rules, and decides upon fines and other disciplinary actions for violations. Fines and other disciplinary actions may be greater for repeated violations within a ~~3-year~~ 3-year period.

GRF, at its discretion may approve case-by-case exceptions to these rules.

GRF endorses the traffic rules of the Mutual Corporations.

GRF will appoint a Laguna Woods Village Traffic Hearings Committee comprised of GRF and Mutual board members. The Laguna Woods Village Traffic Hearings Committee will schedule traffic hearings as necessary to adjudicate ~~NOV's~~ Notices of Violation. The Laguna Woods Village Traffic Hearings Committee is an ~~open~~ closed meeting the alleged violator is invited to attend.

Notices of violation, traffic hearings, assessment of fines and other disciplinary actions are administrative processes of GRF and the Mutual Corporations in Laguna Wood Village.

#### ~~1.323.1.1.~~ Member

A MEMBER is subject to the payment of a fine and other disciplinary action imposed by GRF for any violation committed by the MEMBER, or any delegate, occupant, lessee, renter, invitee or guest of the MEMBER.

#### ~~1.323.1.2.~~ Resident

A RESIDENT is subject to the payment of a fine and other disciplinary action imposed by GRF for any violation committed by the RESIDENT, or any delegate, occupant, lessee, renter, invitee or guest of the RESIDENT. Responsibility for non-compliance with any such disciplinary action transfers to the applicable MEMBER.

#### ~~1.323.1.3.~~ Non-Resident

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A NON-RESIDENT is subject to confiscation of their gate pass and other loss of community access privileges ~~as determined by the Community Access Department, and~~ assessment of a fine and/or other disciplinary action imposed by GRF for any violation committed by the NON-RESIDENT.

1.323.1.4. Sponsor of a Guest

If a GUEST fails to pay a fine or comply with other disciplinary requirements determined by GRF, responsibility transfers to the RESIDENT SPONSOR who authorized the violator into Laguna Woods Village. Responsibility for non-compliance with any such disciplinary action by the GUEST SPONSOR transfers to the applicable MEMBER.

1.323.1.5. On-Duty Employee

An on-duty/on-duty EMPLOYEE of the managing agent is held to the same standard of safe driving as all others.

A violator is subject to disciplinary action, including potential loss of driving privileges, in accordance with the managing agent's Human Resources policy and procedure.

1.323.1.6. Off-Duty Employee

The ~~Notice of Violation~~ is unrelated to work and adjudicated under GRF authority as a RESIDENT or NON-RESIDENT.

2.323.2. **SECURITY SERVICES DEPARTMENT ENFORCEMENT**

Enforcement of these rules is the responsibility of the Laguna Woods Village Security Services Department Division, unless otherwise designated by law. Security Services Officers will issue a ~~Notice of Violation~~ for any violation of these rules.

All persons must stop when directed or signaled by any member of the Security Services Department, and provide all items of identification as requested, such as GRF identification ID card, driver's license, vehicle registration, and gate pass.

4.2.3.3. **NOTICE OF VIOLATION PROCESSING - RESIDENTS, MEMBERS, OWNERS, AND NON-RESIDENTS**

1.323.3.1. Traffic Hearing Notice

Following an NOV-Notice of Violation, the alleged violator will be sent a letter scheduling a traffic hearing date and time. This letter will be sent at least 15 days before the hearing.

1.323.3.2. Traffic Hearing

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The traffic hearing will be a ~~non-open~~closed meeting. The Laguna Woods Village Traffic Hearings Committee will hear testimony and consider evidence from the alleged violator and the Security Services Department~~staff~~.

If an alleged violator chooses not to attend their hearing, the Committee will make its decision based on the ~~NOV~~Notice of Violation and other evidence presented.

After each hearing, the Committee will render its decision.

The traffic hearing will be documented by a written report of the proceedings.

3.3.3. A letter stating the Committee's decision will be sent to the alleged violator within ~~1540~~ days following the hearing. If the Committee finds the individual guilty, the letter will inform the violator of the penalty and present the choice of paying the scheduled fine, or if eligible attending Traffic School.

#### 4.333.3.4. Traffic School

The Laguna Woods Village Traffic School will be a ~~2-hour~~2-hour class addressing traffic safety topics, and designed for Laguna Woods Village drivers.

Traffic School is available to a violator once during any ~~3-year~~3-year period.

Only Laguna Woods Village Residents are eligible to attend traffic school.

Non-Residents are not eligible for Traffic School. MUST pay the monetary traffic fine.

The Security Services Department will provide instructors to teach Traffic School.

Every attendee must pay an administrative fee prior to attending Traffic School.

The following citations are ineligible for Traffic School: Parking, RV Lot Parking, Handicap Parking, and specific Moving Violations (Hit and Run), Valid Driver's Licenses Not Produced and Reckless Driving. Speeding violations, failure to stop, right-of-way, turn signal, left of center, riding a bicycle on sidewalk, and other minor moving violations. See Schedule of Traffic Monetary Penalties. Traffic School is only eligible for moving violations.

#### 1.333.3.5. Fines

Fines are set by the ~~latest GRF Schedule of Traffic Monetary Penalties~~violations.

### 2.343.4. NOTICE OF VIOLATION PROCESSING – ON DUTY EMPLOYEES

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The ~~Notice of Violation~~ will be forwarded to the managing agent's Director of Human Resources for handling according to the managing agent's disciplinary policy.

## 2.4. TOWING POLICY

The California Vehicle Code authorizes private property tow-away at the vehicle owner's expense. The Security Services Department has been authorized by GRF to enforce these rules in compliance with California Vehicle Code § 22658 (a).

Violations may result in tow-away at the vehicle owner's expense. Vehicles may be towed immediately or after a ~~96-hour~~96-hour waiting period as indicated below.

### 2.354.1. IMMEDIATE TOW AWAY

~~The California Vehicle Code authorizes private property tow-away at the vehicle owner's expense. The Security Services Department has been authorized by GRF to enforce these rules in compliance with California Vehicle Code § 22658 (a).~~

~~Violations may result in tow-away at the vehicle owner's expense. Vehicles may be towed immediately or after a 96-hour~~96-hour waiting period as indicated below.

#### 1.354.1.1. Security Services Department Towing

The Security Services Department is authorized to **immediately tow-away at the vehicle owner's expense** any vehicle parked under **any** of the following conditions:

- ~~2.1.1.1.4.1.1.1.~~In a space designated for handicapped parking while not displaying a valid disabled (handicapped) license plate or placard.
- ~~4.1.1.2.~~ In a no parking zone.
- ~~4.1.1.3.~~ Within 15 feet of a fire hydrant.
- ~~4.1.1.4.~~ Blocking an ~~entrance or exit~~entrance, exit and/or driveway.
- ~~4.1.1.5.~~ Blocking a roadway or posing a hazard to traffic.
- ~~4.1.1.6.~~ Posing a safety or environmental hazard.

#### 1.354.1.2. Resident's Private Towing

An ASSIGNED PARKING space (e.g. carport, driveway, garage) is provided for the exclusive use of the RESIDENT who controls (is in lawful possession of) that location.

No vehicle may be parked in any ASSIGNED PARKING location without ~~the~~ that controlling RESIDENT'S ~~written~~ permission.

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California Vehicle Code § 22658 (a) allows a person in lawful possession of private property (the controlling RESIDENT) to order the immediate tow-away of any vehicle parked without permission in that person's ASSIGNED PARKING space. Tow-away is made at the vehicle owner's expense.

**It is important to note that because the tow-away is made from a restricted use common area location, the towing is a private matter between the RESIDENT ordering the tow-away, the vehicle owner, and the towing company. GRF, the Mutual Corporations, and the Security Services Department are not parties to and assume no authority or liability in the matter.**

## **2.364.2. TOW AWAY AFTER 96-HOURS NOTICE**

**1.364.2.1.** Non-Resident Vehicle in Assigned Parking  
 Not applicable on GRF controlled property.

**1.364.2.2.** Non-Resident Vehicle ~~in Other Than~~ **Not In** Assigned Parking  
 Except as provided above, the Security Services Department is authorized to tow-away at the vehicle owner's expense an UNAUTHORIZED VEHICLE or NON-RESIDENT vehicle, not in ASSIGNED PARKING, for any violation of these rules, upon meeting **both** of the following requirements:

**2.1.1.2.4.2.2.1.** Requesting compliance to correct the violation or remove the vehicle from the Community.

**2.1.1.3.4.2.2.2.** Compliance is not made within 96 - hours of written notification.

**1.364.2.3.** Resident Vehicle in Any Location

Except as provided above, the Security Services Department is authorized to tow-away at the vehicle owner's expense a RESIDENT VEHICLE for any violation of these rules, upon meeting the following requirements:

**4.2.3.1.** Receiving specific authorization from the GRF Board.

**2.1.1.4.4.2.3.2.** Requesting compliance to correct the violation or remove the vehicle from the Community.

**2.1.1.5.4.2.3.3.** Compliance is not made within 96 - hours of written notification.

## **5. DRIVERS LICENSE, LICENSE PLATE, RFID AND REGISTRATION**

### **3. REQUIREMENTS DRIVERS LICENSE, LICENSE PLATE, RFID AND REGISTRATION REQUIREMENTS**

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### 2.375.1. DRIVERS LICENSE REQUIRED

Any person operating a MOTOR VEHICLE is required to have a valid state issued driver's license in their possession and present it to any member of the Security Services Department upon request. Any person not able to provide proof of a valid sState issued dDriver's license issued to them, shall be required to surrender any have their GRF Decal(s) RFID's deactivated for DMV registered vehicles in their name. EXCEPTION: GOLF CART

Resident driver violations for Moving Violation 660 - notification shall be made that a valid dDriver's license must be provided within 14 days and failure to do so shall result in the Resident's assigned GRF RFID decal(s) being deactivated. confiscated.

EXCEPTION:

⊖ GOLF CART

### 2.385.2. LICENSE PLATE AND VEHICLE REGISTRATION REQUIRED

Every MOTOR VEHICLE is required to display current on-street license plate and registration, and the person in control thereof must present current registration documentation to any member of the Security Services Department upon request.

EXCEPTION:  
GOLF CART

### 2.395.3. AUTHORIZED RESIDENT VEHICLE TYPES

GRF RFID's decals will only be issued to RESIDENT VEHICLES of the following types:

- 5.3.1. Automobile (passenger car).
- 5.3.2. Sport utility vehicle (SUV).
- 5.3.3. Passenger van designed to carry up to 11 passengers (including a not-for-hire commuter carpooling van).
- 5.3.4. PICKUP TRUCK used and maintained solely for personal, non-commercial use.
- 5.3.5. GOLF CART.
- 5.3.6. GOLF CAR.
- 5.3.7. Motorcycle that is government licensed and equipped for on-street operation.
- 5.3.8. Off-highway style vehicle that is government licensed and equipped for on-street operation. {Example: a properly equipped and licensed "dune buggy"}.
- 5.3.9. Only RESIDENT OWNED recreational vehicles kept in the GRF Recreational Vehicle Storage Area, subject to its rules and provisions. No other vehicle types are approved.

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#### 2.405.4. GRF VEHICLE RFID DECAL REQUIRED

All RESIDENT MOTOR VEHICLES must be registered with GRF and properly display the current ~~GRF~~ vehicle RFID decal while in LAGUNA WOODS VILLAGE. ~~As of January 1, 2021, GRF decals will be eliminated and all registered vehicles will require the use of vehicle~~

### 4.6. 6. RULES FOR DRIVING

#### 2.416.1. STAY ON PAVEMENT

Vehicles are allowed only on streets, cul-de-sacs, driveways, and designated parking areas designed for such use. Vehicles may not be driven or parked off pavement.

##### EXCEPTIONS:

Certain specific and limited exceptions are detailed in:

- Section 8 - Special Rules for Golf Carts and Golf Cars.
- Section 9 - Special Rules for Bicycles.
- Section 11 - Special Rules for Managing Agent.

#### 2.426.2. TRAFFIC CONTROL DEVICES

Persons must obey all traffic signs, and pavement and curb markings.

#### 2.436.3. SPEED LIMITS

Vehicles may never be driven faster than is safe for the prevailing conditions. Vehicles may not exceed the posted speed limit.

- 6.3.1. 25 MPH: All streets, unless otherwise posted.
- 6.3.2. 15 MPH: All cul-de-sacs and parking areas, unless otherwise posted.
- 6.3.3. 10 MPH: All inbound gate entrances.

#### 2.446.4. STOP SIGNS

When approaching a stop sign, drivers must stop at the limit line, if marked, otherwise before entering the crosswalk on the near side of the intersection.

- 6.4.1. The limit line is a white line painted across the driver's lane just before the stop sign or crosswalk.
- 6.4.2. If there is no limit line or crosswalk, drivers must stop at the entrance to the intersecting roadway.
- 6.4.3. If visibility is restricted at the limit line or crosswalk, drivers may need to pull forward and stop again before safely passing through the intersection.

Drivers ~~must~~ MUST always make a full and complete stop.

- 6.4.4. ~~SoSe~~ called "California stops" or "rolling stops" are not allowed; the wheels of the vehicle must stop turning.

#### 2.456.5. RIGHT-OF-WAYRIGHT-OF-WAY

- 1.456.5.1. Emergency Vehicles

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Drivers must yield (e.g. pull over to the side of the road and stop) to any law enforcement, fire or ambulance vehicle with emergency lights illuminated or siren in use.

**1.456.5.2. Pedestrians**

The driver of a vehicle must yield the right-of-way to a PEDESTRIAN crossing the roadway. The driver of a vehicle approaching a PEDESTRIAN must exercise all due care and reduce the speed of the vehicle or take any other action relating to the operation of the vehicle as necessary to safeguard the safety of the PEDESTRIAN.

No PEDESTRIAN may suddenly leave a curb or other place of safety and walk or run into the path of a vehicle that is so close as to constitute an immediate hazard. No PEDESTRIAN may unnecessarily stop or delay traffic.

**1.456.5.3. Side Road**

A driver entering a through road from a cul-de-sac or side road must yield to vehicles on the through road.

**1.456.5.4. Stop Sign**

At an intersection controlled by a stop sign, the first vehicle to arrive has the ~~right of way~~right-of-way. If two vehicles arrive at the same time, the vehicle to the right has the ~~right of way~~right-of-way.

**1.456.5.5. Travel Lanes**

Do not drive to the left of center of the road, even when no center line is present.

**1.456.5.6. Turns**

A driver making a left turn or U-turn must yield to oncoming traffic.

**2.466.6. WIRELESS COMMUNICATIONS**

**6.6.1.** Drivers may not operate a cell phone without the use of a hands-free device.

**6.6.2.** Drivers may not use a wireless device to write, send or read communications, or view images.

**2.476.7. SEAT BELTS**

**6.7.1.** Drivers must wear a seat belt when driving.

**6.7.2.** Adult passengers must wear seat belts.

**6.7.3.** Younger passengers must be secured in a seat belt or child passenger restraint system of the type required by law on a public street.

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## **2.496.8. USE OF LIGHTS**

**6.8.1.** All MOTOR VEHICLES must operate head lamps and tail lamps from ½ hour after sunset to ½ hour before sunrise.

MOTOR VEHICLES must operate head lamps and tail lamps whenever the windshield wipers are in continuous use due to moisture.

### **EXCEPTIONS:**

☛ GOLF CARTS are not required to be equipped with windshield wipers.

### **6.8.2.**

**6.8.3.** MOTOR VEHICLES approaching and entering any Laguna Woods Village gate at night must use low beam headlamps.

For safety, any PEDESTRIAN or BICYCLE on a roadway at night must shine a flashlight or otherwise display lighting sufficient to be plainly visible in any direction within 200 feet.

☛ This includes any vehicle using human power, or a self-propelled or motorized wheelchair, invalid tricycle, electric personal assistive mobility device (e.g. Segway) or motorized quadricycle.

### **6.8.4.**

**6.8.5.** If the vehicle is so equipped, turn signals must be used continuously during the last 100 feet traveled before turning.

## **2.496.9. OPEN CONTAINER**

**6.9.1.** Do not drink any alcoholic beverage while in a vehicle.

**6.9.2.** No one in a vehicle may possess any container of an alcoholic beverage that has been opened, or a seal broken, or the contents of which have been partially removed.

## **2.506.10. DRIVING UNDER THE INFLUENCE**

Do not drive while under the influence of any alcoholic beverage, ~~or~~ drug, or under the combined influence of any alcoholic beverage and drug.

Even on private property, driving under the influence is a crime (California Vehicle Code §23152) that may cause the driver to be arrested by law enforcement officers.

## **2.546.11. RECKLESS DRIVING**

Reckless driving means operating a motor vehicle in a dangerous and negligent manner or with a willful or wanton disregard for the safety of persons or property. Always drive with due regard for the safety of people and property.

## **5.7. RULES FOR PARKING**

### **2.527.1. VEHICLES PROHIBITED**

GRF owned vehicles and equipment are exempt from this Section.

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The following vehicles are always prohibited from parking in LAGUNA WOODS VILLAGE:

- 7.1.1. ABANDONED VEHICLE.
- 7.1.2. UNAUTHORIZED VEHICLE.
- 7.1.3. Aircraft.
- 7.1.4. Boats, personal watercraft, and their trailers, except as allowed in Section 7.78 - Recreational Vehicles Restricted.
- 7.1.5. INOPERABLE VEHICLE or part of a vehicle.
- 7.1.6. Off-road vehicle (not street licensed) other than GOLF CART or GOLF CAR.
- 7.1.7. Vehicle designed to carry 12 or more passengers, except busses to load or offload passengers with approval from the Community Access or Recreation Departments, Board of Directors or designated staff.
- 7.1.8. COMMERCIAL VEHICLES, except when necessarily and actively used in providing goods and services to the Village or its RESIDENTS.

## 2.53 ASSIGNED PARKING

~~This section not used.~~

## 2.547.2. GENERAL PARKING RULES

### 1.547.2.1. Park Safely

At no time may a vehicle be parked in a manner creating a traffic hazard.

### 1.547.2.2. Fire Hydrant

At no time may a vehicle be parked within 15 feet of a fire hydrant. Vehicles in violation are subject to immediate tow-away at owner's expense. See Section 4 – Towing Policy.

### 1.547.2.3. Sidewalk

Except to safely cross on a roadway or driveway, no vehicle may be driven or parked with any portion of it on a sidewalk.

### 1.547.2.4. Off Pavement

At no time may a vehicle be driven or parked with any portion of it off pavement.

#### EXCEPTIONS:

Certain specific and limited exceptions are detailed in:

5.1.1.1.1. Section 8 - Special Rules for Golf Carts and

—Golf Cars.

—Section 9 - Special Rules for Bicycles.

5.1.1.1.2. Section 11 - Special Rules for Managing Agent.

### 1.547.2.5. Curb or Parking Stall

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Vehicles may park in a designated parking stall or along a curb or sidewalk.

• 7.2.5.1. Parking along a curb or sidewalk:

5.1.1.1.3-7.2.5.1.1. Vehicles on a 2-way travel roadway must be

parked with the passenger side wheels alongside the curb or sidewalk.

5.1.1.1.4-7.2.5.1.2. Vehicles on a 1-way travel roadway may park

alongside the curb or sidewalk on either side of the roadway.

5.1.1.1.5-7.2.5.1.3. The front and rear wheels alongside must be

-within 18" of the curb or sidewalk edge.

EXCEPTION:

5.1.1.1.6. If the entire vehicle is within a marked parking stall, the wheels may exceed 18" from the curb or sidewalk.

5.1.1.1.7-7.2.5.1.4. Vehicles may not be parked in, or within 20 feet of

a street intersection.

• 7.2.5.2. Parking in a marked stall:

7.2.5.2.1. Vehicle must fit and be parked completely within the marked boundaries of a parking space.

• 7.2.5.3. Parking in an unmarked stall:

7.2.5.3.1. A vehicle may be parked in a location that is not a marked stall; however, at no time may it be parked in a manner that creates a traffic hazard, interferes with other vehicle access, PEDESTRIAN traffic, or access to facilities or equipment.

1-547.2.6. Inoperative Vehicle

At no time may an INOPERATIVE VEHICLE be in LAGUNA WOODS VILLAGE.

1-547.2.7. Abandoned Vehicle

At no time may an ABANDONED VEHICLE be in LAGUNA WOODS VILLAGE.

1-547.2.8. Unauthorized Vehicle

At no time may an UNAUTHORIZED VEHICLE be parked in LAGUNA WOODS VILLAGE.

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### **2.557.3. TIME LIMITED PARKING**

#### **1.557.3.1. Assigned Parking**

Not applicable on property governed by GRF.

#### **1.557.3.2. Unassigned Parking**

Signs and curb and pavement markings that limit or prohibit parking apply at all times.

##### **7.3.2.1. Red zone: No stopping, standing or parking.**

###### **EXCEPTIONS:**

**5.1.1.1.8-7.3.2.1.1.** A driver may stop to avoid conflict with other traffic.

**5.1.1.1.9-7.3.2.1.2.** An attended vehicle may stop for passenger transfers.

**7.3.2.1.3.** An attended vehicle may stop for use of a mailbox.

**5.1.1.1.10-7.3.2.1.4.** An attended vehicle may stop or stand while necessarily engaged in work. Examples: moving or delivery truck.

**7.3.2.1.5** An unattended vehicle or piece of equipment

**5.1.1.1.11.** may park when necessary and is authorized by the Security Services Department.

**5.1.1.2-7.3.2.2.** Blue zone: Parking is permitted only when the vehicle is displaying a valid, government issued disabled (handicapped) license plate or placard.

**5.1.1.3-7.3.2.3.** Fire hydrant zone: No person shall stop, park, or leave standing any vehicle within 15 feet of a fire hydrant.

-Vehicles in violation are subject to immediate tow-away at owner's expense. See Section 4 – Towing Policy.

**5.1.1.4-7.3.2.4.** Green zone: Parking may not exceed 10 minutes, or as posted by sign or curb marking.

###### **EXCEPTION:**

⊖ Unlimited time parking in a Green Zone is permitted only when the vehicle is displaying a valid government issued disabled (handicapped) license plate or placard.

**7.3.2.5.** Grey zone: Same as Unpainted.

**7.3.2.6.** Handicapped zone: See "Blue zone."

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- **7.3.2.7.** White zone: Loading and unloading only.
- **5.1.1.5-7.3.2.8.** Yellow zone: Commercial vehicle loading and unloading only.

• **5.1.1.6-7.3.2.9.** Unpainted: Parking is permitted for up to 7 continuous days, unless otherwise restricted. Parking is always prohibited within 15 feet of a fire hydrant even if the curb is unpainted. See Fire hydrant zone above.

EXCEPTION: Resident's extended absence parking. See Section 7.5 – **Contractor and Service Vehicle** following.

- **7.3.2.10.** GUEST PARKING zone: RESIDENT VEHICLES are prohibited from using the location between 8:00 a.m. and 10:00 p.m.

- **7.3.2.11.** RESERVED PARKING zone: Parking is prohibited by unauthorized vehicles.

**7.3.2.12.** VISITOR PARKING zone: RESIDENT VEHICLES are prohibited from using the location between 8:00 a.m. and 10:00 p.m.

#### **2.567.4. RESIDENT'S EXTENDED ABSENCE PARKING**

Due to a RESIDENT'S extended absence from the Village, a RESIDENT VEHICLE may be parked in UNASSIGNED PARKING for more than **21 days for residents and 7 days for guests** under the following conditions:

- **7.4.1.** RESIDENT'S ASSIGNED PARKING space must be occupied during the same time period by another RESIDENT VEHICLE.

- **7.4.2.** As a courtesy to fellow RESIDENTS, vehicle must be parked as far as practicable from **MANORUNIT'S**, preferably on a named street rather than in a numbered cul-de-sac.

- Vehicle MAY NOT be parked at any GRF facility (Clubhouse, stables, Community Center, Service Center, etc.).

- **7.4.3.** Exception: RESIDENTS and their guests travelling by tour bus may park for up to 15 days at Clubhouse 3 or Clubhouse 5. Vehicles must display on the dashboard a placard on 8 ½" x 11" colored stock that includes the printed name of the sponsoring club, an emergency phone number associated with the tour and the return date from travel.

- **7.4.4.** RESIDENT must arrange to keep the vehicle's **GRF-RFID-decal**, government registration, appearance and operating condition up to date. Vehicles that become INOPERABLE, or appear neglected or ABANDONED become subject to tow-away at owner's expense. See Section 4 - Towing Policy.

- **7.4.5.** The RESIDENT must provide **written** notification **and/or call the Security Services Dispatch Center department at 949-580-1400**

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to the ~~Security Services Department~~ to add your vehicle to the SAFELIST/DO NOT CITE LIST ~~the vehicle.~~

7.4.6. NON-RESIDENT vehicles are not eligible for extended parking privileges.

#### 2.57.5. **CONTRACTOR AND SERVICE VEHICLE PARKING**

Contractor and service vehicles, including personal vehicles driven by workers, must be parked on named streets and are prohibited from parking within numbered cul-de-sacs or UNIT parking lots.

Contractors may park on a SPONSORING RESIDENT'S driveway with that RESIDENT'S permission, but may not obstruct the sidewalk.

Contractor and service vehicles, including personal vehicles driven by workers:

• 7.5.1. Must be parked on named streets.

• 7.5.2. May not be parked at GRF facilities.

• 7.5.3. May not be parked within numbered cul-de-sacs or UNIT parking lots.

##### EXCEPTIONS:

5.1.1.6.1. Vehicles, equipment and materials immediately

7.5.3.1. and directly required for the performance of work.

• 7.5.3.2. Vehicles immediately loading or unloading.

• 7.5.3.3. GRF owned vehicles and equipment.

5.1.1.6.2. GRF or housing Mutual's contractor vehicles and

7.5.3.4. equipment.

#### 7.6. **OVERNIGHT PARKING PERMITS**

GRF owned vehicles and equipment are exempt from this Section.

5.2.

##### 5.2.1.7.6.1. Overnight Parking Prohibited

The following vehicles and equipment are prohibited from parking at any time between the hours of 12:00 a.m. (midnight) and 6:00 a.m.:

• 7.6.1.1. Vehicle not displaying a valid GRF RFID decal or Overnight Parking Permit. See Section 7.67.2 – Overnight Parking Permit, following.

• 7.6.1.2. Recreational Vehicle, except as provided below in Section 7.78 - "Recreational Vehicles Restricted", following.

• 7.6.1.3. COMMERCIAL VEHICLE, construction/maintenance equipment, storage and disposal units, building materials. Vehicles displaying advertising. EXCEPTION: (except "For Sale" signs as allowed in Section 7.89, following – For Sale Signs.)

##### EXCEPTION:

5.2.1.1.1. Overnight Parking Permits will be issued by

7.6.1.4. ~~Community Access~~ or the Security Services Department ~~Division~~, for COMMERCIAL VEHICLES,

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equipment, and materials utilized in authorized activities conducted for the Village, or ~~its~~ RESIDENTS.

~~5.2.1.1.2.~~ The Overnight Parking Permit must be displayed face-up on the driver side dashboard of the MOTOR VEHICLE, or prominently affixed to the front of trailers or equipment.

~~GRF owned vehicles and equipment are exempt from this Section.~~

7.6.2. Overnight Parking Permits

7.6.2.1. Every NON-RESIDENT vehicle, when parked in LAGUNA WOODS VILLAGE at any time between the hours of 12:00 a.m. (midnight) and 6:00 a.m., must display face-up on the driver side dashboard a valid Overnight Parking Permit issued by the managing agent.

7.6.2.2. Overnight Parking Permits are issued to GUESTS driving any of the authorized vehicle types listed in Section 5.3 Authorized Resident Vehicle Types, ~~above~~, and by the managing agent to vehicles and equipment used in support of Village or residential needs.

7.6.2.3. Any NON-RESIDENT vehicle parked without an Overnight Parking Permit issued is deemed an UNAUTHORIZED VEHICLE and subject to tow-away at vehicle owner's expense. See Section 4 - Towing Policy.

EXCEPTIONS:

⇒ After 9:00 p.m., a RESIDENT SPONSOR may SAFELIST a GUEST vehicle for the current night only by calling the Security Services Dispatch Center Communications at (949) 580-1400. The SPONSOR RESIDENT must provide:

- 7.6.2.3.1. SPONSOR'S UNIT and ID numbers.
- 7.6.2.3.2. GUEST'S first name.
- 7.6.2.3.3. GUEST'S vehicle license plate number.
- 7.6.2.3.4. GUEST'S vehicle parking location.

~~2.587.7.~~ RECREATIONAL VEHICLES (RV) RESTRICTED

Daily parking is limited to the ~~GRF Recreational Vehicle~~ RV Storage Area. Refer to the ~~GRF Recreational Vehicle (RV) Parking Areas~~ Rules and Regulations. Except for the ~~Recreational Vehicle~~ Storage Area, an RV may be parked IN LAGUNA WOODS VILLAGE only when meeting all of the following conditions:

• 7.7.1. RV MAY NOT be parked at any GRF facility (Clubhouse, Stables, Community Center, Service Center, etc.).

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- 7.7.2. RV is parked only for the purpose of loading or unloading. Other activities, such as sleeping or resting in the RV, and vehicle maintenance are not allowed.
- 7.7.3. RV is parked with engine and accessory equipment (e.g. exterior lights, generator, air conditioner, audio and video equipment) shut off.
- 7.7.4. Extensions such as slide-outs, tilt-outs, and awnings must be closed.
- 7.7.5. RV may not be attached to any external power supply.
- 7.7.6. Leveling jacks, if used, must include a base plate sufficient to prevent damage to pavement.
- 7.7.7. RV is parked for no more than 6 hours at a time.

EXCEPTION:  
Permission to park overnight immediately before or after a road trip will be reasonably granted by the Security Services Department. Vehicle must be removed no later than 12:00 noon the following day.

**2.597.8. FOR SALE SIGNS**

- 7.8.1. RESIDENT VEHICLES may display a maximum of two (2) "For Sale" signs advertising that vehicle.
- 7.8.2. Each sign may be up to 9" x 12" in size.
- 7.8.3. No signage may be on the exterior of the vehicle.

**2.607.9. ADVERTISING**

Any signage advertising a business or organization is prohibited on a vehicle parked overnight between the hours of 12:00 a.m. (midnight) and 6:00 a.m. Displaying a name or contact information, such as a physical or communications address, constitutes advertising.

EXCEPTIONS:

- 5.2.1.1.3. Commercial vehicle or equipment displaying a valid GRF Overnight Parking Permit issued by the managing agent.
- 5.2.1.1.4. License plate frames, and vehicle manufacturer's incidental identification and accessory items
- 7.9.2. (Example: vehicle brand and model nameplates).
- 7.9.3. Signs allowed in Section 7.98 – For Sale Signs.
- 7.9.4. GRF vehicles.

**2.647.10. REPAIRS**

Vehicles may not be rebuilt, ~~or~~ rehabilitated, major service may not be performed, and fluids may not be changed on any property of GRF.

**2.627.11. WASHING**

In the interest of water conservation, vehicle washing using water is prohibited. Waterless type cleaning products (e.g. "waterless car wash") may be used.

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## **6.8. SPECIAL RULES FOR GOLF CARTS AND GOLF CARS**

### **2.638.1. GOLF CART**

Unless exempted in this Section, all ~~GRF~~ Vehicle, Parking and Traffic Rules, including stop sign, speed limit, parking, and ~~GRF~~ RFID decal rules, apply to GOLF CARTS, just as any other MOTOR VEHICLE.

#### **1.638.1.1. DriversDriver's License**

A driver's license is not required to operate a GOLF CART.

#### **1.638.1.2. Minimum Age**

A NON-RESIDENT driving a GOLF CART must be **both**:

• 8.1.2.1. Age 16 years or older.

• 8.1.2.2. Accompanied by a RESIDENT.

#### **1.638.1.3. Vehicle Registration**

No government vehicle registration is required.

#### **1.638.1.4. Lights**

Must operate head lamps and tail lamps from ½ hour after sunset to ½ hour before sunrise.

#### **1.638.1.5. Stay on Pavement**

Driving off pavement is prohibited.

EXCEPTION:

Limited driving off pavement is allowed at the GRF 27-hole golf course, in accordance with golf course rules.

#### **1.638.1.6. Sidewalks and Patios**

Driving or parking is not allowed on sidewalks, breezeways, or patios.

#### **1.638.1.7. Cart Paths**

Driving on paved cart paths is permissible. On a cart path the driver must:

• 8.1.7.1. Travel at a slow speed that is reasonable and prudent.

• 8.1.7.2. Exercise due regard for the safety of all PEDESTRIANS.

• 8.1.7.3. Yield the right-of-way to all PEDESTRIANS.

8.1.7.4. Parking on a cart path is prohibited, except in a marked parking stall.

### **2.648.2. GOLF CAR**

Unless exempted in this Section, all ~~GRF~~ Vehicle ~~GRF~~ Vehicle, Parking and Traffic Rules apply to GOLF CARS, just as any other MOTOR VEHICLE.

#### **1.648.2.1. Cart Paths**

8.2.2. May be driven on a paved cart path.

8.2.3. On a cart path the driver must:

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Vehicle, Traffic, and Parking Rules and Regulations  
Page 27 of 29

- 8.2.3.1. Travel at a slow speed that is reasonable and prudent.
- 8.2.3.2. Exercise due regard for the safety of all PEDESTRIANS.
- 8.2.3.3. Yield the right-of-way to all PEDESTRIANS.
- 8.2.3.4. Parking on a cart path is prohibited, except in a marked parking stall.

## 7.9. SPECIAL RULES FOR BICYCLES (NON-MOTORIZED)

Unless otherwise specified in this Section, all requirements of Section 6 - Rules for Driving, including stop sign and speed limit rules, and Section 7 - Rules for Parking, apply to BICYCLES.

### 2.659.1. STAY ON PAVEMENT

BICYCLES and motorized bicycles, known as E- BIKES, may not be ridden off pavement.

### 2.669.2. SIDEWALKS AND CART PATHS

- 9.2.1. Riding on a paved cart path is permissible
- 9.2.2. Riding on a sidewalk is allowed between a point of origin or destination, and the nearest street or cul-de-sac.
- 9.2.3. While riding on a path or sidewalk, the cyclist must:
  - 9.2.3.1. Exercise due regard for the safety of all PEDESTRIANS.
  - 9.2.3.2. Travel at a speed that is reasonable and prudent.
  - 9.2.3.3. Yield the right-of-way to all PEDESTRIANS.
  - 9.2.3.4. Walk the BICYCLE when inside a building or on any covered passageway.

#### EXCEPTION:

- 9.2.4. Riding in Aliso Creek Park is prohibited at all times.
- 9.2.5. When delivering newspapers to adjacent ~~manor~~ **UNITs**, a BICYCLE may be ridden an unlimited distance on a sidewalk.

~~While riding on a path or sidewalk, the cyclist must:~~

- ~~1.1.1.1. Exercise due regard for the safety of all PEDESTRIANS.~~
- ~~1.1.1.1. Travel at a speed that is reasonable and prudent.~~
- ~~1.1.1.1. Yield the right of way to all PEDESTRIANS.~~

- ~~Walk the BICYCLE when inside a building or on any covered passageway.~~

### 2.679.3. LIGHTS

For safety, at night a BICYCLE and E-BIKE must operate a headlamp and red or amber lights or reflectors to the side and rear, sufficient to be plainly visible in any direction within 200 feet.

### 2.689.4. PARKING

- 9.4.1. Bicycles may not be parked in any manner interfering with foot or vehicle traffic.

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Bicycles must be parked utilizing parking racks where provided.

9.4.2.

Attended BICYCLES may be parked off pavement, but only in such a manner as not to damage landscaping.

9.4.3.

9.4.4. Parking on a cart path or sidewalk is prohibited, except in a marked parking stall.

## **8.10. SPECIAL RULES FOR PEDESTRIANS**

### **2.69 10.1. SIDEWALKS**

10.1.1. For safety considerations, PEDESTRIANS may not walk upon a roadway.

EXCEPTIONS:

• 10.1.1.1. When crossing a roadway.

• 8.1.1.1.1. When there is no adjacent sidewalk available that

10.1.1.2. is at least

two (2) feet wide.

10.1.2. When upon any roadway, PEDESTRIANS must:

• 10.1.2.1. Walk facing the flow of traffic, unless upon a 1-way roadway.

• 10.1.2.2. Avoid stopping or delaying traffic.

10.1.2.3. Shine a flashlight or otherwise display lighting at night sufficient to be plainly visible in any direction within 200 feet.

### **2.70 10.2. RIDING DEVICE**

No person may ride or propel a skateboard, scooter, tricycle, or other riding apparatus.

EXCEPTION:

8.1.1.1.2-10.2.1.1.1. BICYCLES operated and equipped in accordance with these rules.

10.2.1.1.2. A person operating a self-propelled or motorized wheelchair, invalid tricycle, electric personal electric personal assistive mobility device (ex: Segway) or motorized quadricycle (ex: Segway) or motorized quadricycle.

## **9.11. SPECIAL RULES FOR MANAGING AGENT**

11.1. MOTOR VEHICLES and equipment used by the managing agent are allowed on roadways, sidewalks, paths and landscape as needed to efficiently provide services, such as maintenance, landscaping and security.

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11.2. Except as necessary to efficiently provide services, MOTOR VEHICLES and equipment must be parked so as not to block access, walkways, or carports.

11.3. Except for fire hydrant and handicapped parking zones, all parking locations may be used by the managing agent as needed to efficiently provide services.

#### 40.12. RULES FOR REPORTING COLLISIONS

##### 2.7.12.1. INJURY TO A PERSON

For a collision that causes injury or death to a person:

♦12.1.1. Driver must stop and remain at the scene to provide their identity and information about the collision.

12.1.2. Notify local authorities (Call 911).

♦ Notify the Laguna Woods Village Security Services Department.

##### 12.2. NO INJURY TO A PERSON

For a collision with no injuries that causes damage to any property, including damage solely to the driver's own MOTOR VEHICLE or BICYCLE:

♦12.2.1. Driver must stop and remain at the scene to provide their identity and information about the collision.

♦12.2.2. Driver must identify themselves to the owner or individual in control of the damaged property.

♦12.2.3. Notify the Laguna Woods Village Security Services Department.

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## **Vehicle, Traffic and Parking Rules**

### **Resolution 90-24-XX; October 1, 2024**

The following Vehicle, Traffic, and Parking Rules are strictly enforced and are applicable to all pedestrians and persons controlling or operating vehicles on any real property regulated by the Golden Rain Foundation of Laguna Woods (GRF). This generally refers to the streets, sidewalks, parking areas, clubhouses, grounds, and other amenities overseen by GRF.

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## **1. PREFACE**

See Section 2 – Definitions, for words appearing in ALL CAPITAL LETTERS.

In order to promote safety, all drivers, pedestrians, and vehicles must follow the same rules of the road as are expected on public streets, unless otherwise specified herein.

Enforcement is the responsibility of the Laguna Woods Village Security Services Department, unless otherwise designated by law. All persons must stop when directed or signaled by a member of the Security Services Department and provide all items of identification as requested, such as GRF identification card (ID), driver's license, vehicle registration, gate pass, etc.

Security Services Officers will issue a Notice of Violation (NOV) for violation of these rules. Persons in violation may be subject to a fine and/or other disciplinary action. Vehicles parked in violation may be subject to a fine, and/or tow-away at the vehicle owner's expense.

Parking space is a valuable and a limited Laguna Woods Village resource.

- RESIDENTS are encouraged to limit their number of vehicles kept in the Community.
- Guests may use UNASSIGNED PARKING or your own ASSIGNED PARKING space. Use of another RESIDENT'S ASSIGNED PARKING space without their permission can result in a NOV, fine, and/or tow-away at the vehicle owner's expense.
- The use and control of an ASSIGNED PARKING space rests exclusively with the RESIDENTS of the associated UNIT.
- A NON-RESIDENT party to a UNIT such as a MEMBER, owner, leasing agent, power of attorney, successor trustee, conservator, etc. may not keep any vehicle in the Community when the subject UNIT is occupied by a RESIDENT.

The MEMBER is responsible for any violation occurring in their ASSIGNED PARKING.

**The MEMBER is responsible for any violation committed by their delegate, invitee, renter or lessee, and any invitee of a delegate, renter or lessee.**

## **2. DEFINITIONS**

Words appearing in ALL CAPITAL LETTERS are defined in this section.

### **2.1. ABANDONED VEHICLE**

A MOTOR VEHICLE having either of the following attributes:

- 2.1.1. Appears deserted, neglected, or INOPERABLE.

- 2.1.2. Has not been moved within a 21-day period unless previously receiving written authorization from the Security Services Department.  
See Section 7.4 - Resident's Extended Absence Parking.

**2.2. ASSIGNED PARKING**

A defined parking location such as a carport, parking garage space, UNIT driveway, or garage that has **both** of the following attributes:

- 2.2.1. Is regulated by United Laguna Woods Mutual or Third Laguna Hills Mutual or GRF.
- 2.2.2. Is allotted as an exclusive use area of a particular UNIT.

**2.3. BICYCLE**

A device, upon which a person can ride, propelled by human power through pedals, a belt, chain, or gears and having one or more wheels. An E-BIKE is a motorized bicycle and is classified as a MOTOR VEHICLE, not a BICYCLE.

**2.4. COMMERCIAL VEHICLE**

A vehicle displaying **any** of the following attributes:

- 2.4.1. Of a type used or maintained for the transportation of persons for hire, compensation, or profit. Examples: Taxi cab, limousine, any vehicle originally designed to carry 12 or more passengers.
- 2.4.2. Designed, used, or maintained primarily for the transportation of property.
- 2.4.3. Includes any vehicle mounted with a utility body/bed, equipment carrier or other structure designed to secure goods. However, a carrier designed for specific sports or athletic equipment (e.g. bicycle or ski rack) is acceptable.
- 2.4.4. Used, specially equipped, or advertised for commercial purposes. Examples: MOTOR TRUCK, cargo trailer, PICKUP TRUCK with a ladder rack or utility body or stake panels, or carrying visible tools or merchandise, van with business advertising displayed or carrying visible tools, chests, racks or merchandise, sedan with applied lettering advertising a business.

**EXCEPTIONS:**

PICKUP TRUCKS and passenger vehicles (including commuter carpooling vans of up to 11 passenger capacity) are not COMMERCIAL VEHICLES unless used, specially equipped, or advertised for commercial purposes.

**2.5. EMPLOYEE**

A person who is employed by the managing agent.

**2.6. GOLDEN RAIN FOUNDATION**

The Golden Rain Foundation of Laguna Woods.

**2.7. GOLF CAR**

A MOTOR VEHICLE that has **all** the attributes of a Low Speed Vehicle (LSV) or Neighborhood Electric Vehicle (NEV):

- 2.7.1. Having 4 wheels.
- 2.7.2. Having a gross vehicle weight rating of less than 3,000 pounds.
- 2.7.3. Designed to attain a speed of more than 20 miles per hour and not more than 25 miles per hour on a paved level surface.
- 2.7.4. May legally be driven on public streets with a maximum speed limit of 35 miles per hour.
- 2.7.5. Requires government motor vehicle registration on a public street.

**2.8. GOLF CART**

A MOTOR VEHICLE having **all** of the following attributes:

- 2.8.1. Having not less than three wheels in contact with the ground.
- 2.8.2. Having an unladen weight of less than 1,300 pounds.
- 2.8.3. Designed to be operated at no more than 20 mph.
- 2.8.4. Designed to carry golf equipment and passengers.
- 2.8.5. Is exempt from California Motor Vehicle Registration.

**2.9. GUEST**

A NON-RESIDENT approved for entry into LAGUNA WOODS VILLAGE by an authorized party for a UNIT, or by the managing agent.

**2.10. GUEST PARKING**

A parking location reserved for GUEST use only that is marked as such by a sign, curb, or pavement marking.

**2.11. INOPERABLE VEHICLE**

A partial or complete vehicle displaying **any** of the following attributes:

- 2.11.1. Does not show current government issued license and registration for on-street operation.
- 2.11.2. Is government registered with a classification of non-operational, or for a use other than on-street. Examples: "Planned Non-Operation," "Off Highway Vehicle," and watercraft registrations.  
EXCEPTION: The above registration provisions do not apply to GOLF CARTS. See Section 5.2 – Vehicle Registration Required.
- 2.11.3. Lacks any original and complete design component. Examples: motor, fender, hood, wheel, light.
- 2.11.4. Appears unable to legally or safely operate on the street in its present condition. Examples: Does not run, shows significant disassembly or collision damage, leaking fluids, flat tire, tire off ground, vehicle up on blocks.
- 2.11.5. Presents a nuisance or hazard as determined by GRF.

**2.12. LAGUNA WOODS VILLAGE**

Any real property governed by GRF or United Laguna Woods Mutual or Third Laguna Hills Mutual in LAGUNA WOODS VILLAGE.

**2.13. LOW SPEED VEHICLE (LSV)**

See GOLF CAR.

**2.14. MEMBER**

The person having legal accountability to GRF or United Laguna Woods Mutual or Third Laguna Hills Mutual for a UNIT.

**2.15. MOTOR TRUCK**

A MOTOR VEHICLE designed, used, or maintained primarily for the transportation of property.

**2.16. MOTOR VEHICLE**

A vehicle that is self-propelled.

EXCEPTIONS: A self-propelled wheelchair, three-wheeled vehicle that was designed for disabled people, electric personal assistive mobility device (Example: Segway) or motorized quadricycle.

**2.17. NEIGHBORHOOD ELECTRIC VEHICLE (NEV)**

See GOLF CAR.

**2.18. NON-RESIDENT**

A person who is not a legal occupant of a UNIT in LAGUNA WOODS VILLAGE.

**2.19. NON-RESIDENT VEHICLE**

Any vehicle not registered as a RESIDENT VEHICLE with GRF.

**2.20. PEDESTRIAN**

A person who is either of the following:

2.20.1. On foot or using a means of conveyance propelled by human power other than a BICYCLE.

2.20.2. Operating a self-propelled or motorized wheelchair, three-wheeled vehicle that was designed for disabled people, electric personal assistive mobility device (Example: Segway) or motorized quadricycle.

**2.21. PICKUP TRUCK**

A MOTOR TRUCK having all of the following attributes:

2.21.1. Is equipped with an open box-type bed not exceeding 9 feet in length.

2.21.2. Has an overall vehicle length not exceeding 22 feet.

- 2.21.3. Has only 2 axles.
- 2.21.4. Has an unladen weight of less than 8,001 pounds.
- 2.21.5. Has a manufacturer's gross vehicle weight rating not to exceed 11,500 pounds in single rear wheel configuration, or 14,000 pounds in dual rear wheel configuration.

PICKUP TRUCK does not include a vehicle otherwise meeting the above definition that is equipped with a bed-mounted storage compartment unit commonly called a "utility body" or "utility bed."

A vehicle otherwise meeting the above definition that displays advertising, or is mounted with an equipment carrier or other structure designed to secure goods is deemed to be a COMMERCIAL VEHICLE. However, a carrier designed for specific sports or athletic equipment (e.g. bicycle or ski rack) is acceptable.

A PICKUP TRUCK mounted with a camper unit extending over the cab or equipped with food preparation and sleeping areas is deemed to be a RECREATIONAL VEHICLE. See Section - 7.7 Recreational Vehicles Restricted.

## 2.22. RECREATIONAL VEHICLE (RV)

A motor home, camper van, travel trailer, truck camper, or camping trailer, with or without motive power, designed for human habitation for recreational, emergency, or other occupancy that meets all of the following criteria:

- 2.22.1. It contains less than 320 square feet of internal living room area, excluding built-in equipment, including, but not limited to, wardrobe, closets, cabinets, kitchen units or fixtures, and bath or toilet rooms.
- 2.22.2. It contains 400 square feet or less of gross area measured at maximum horizontal projections.
- 2.22.3. It is built on a single chassis.
- 2.22.4. It is either self-propelled, truck-mounted, or permanently towable on the highways without a permit.

## 2.23. RESERVED PARKING

A parking location set-aside for use only by the named user(s) that is marked as such by a sign, curb, or pavement marking.

## 2.24. RESIDENT

An approved legal occupant of a UNIT in LAGUNA WOODS VILLAGE.

## 2.25. RESIDENT VEHICLE

A vehicle that has all of the following attributes:

- 2.25.1. A RESIDENT has exclusive use thereof.

- 2.25.2. Is of a type approved by GRF.
- 2.25.3. Is registered with GRF and displays a valid radio frequency identification (RFID).

**2.26. SAFELIST**

A register maintained by the Security Services Department to document vehicles granted a limited exception to certain parking rules. Examples: Extended RESIDENT'S absence, overnight RV parking, late night calls for overnight guests without a parking permit.

**2.27. SPONSOR**

Either of the following:

- 2.27.1. A RESIDENT, MEMBER or delegate for a UNIT, who approves the admission of any NON-RESIDENT into Laguna Woods Village.
- 2.27.2. A person representing an organization or business entity for the purpose of requesting entry for themselves or another into Laguna Woods Village.

**2.28. UNASSIGNED PARKING**

A proper parking location having **both** of the following attributes:

- 2.28.1. Not an ASSIGNED PARKING space for a particular UNIT or RESIDENT.
- 2.28.2. Not designated as GUEST PARKING or RESERVED PARKING.

**2.29. UNAUTHORIZED VEHICLE**

A vehicle having **both** of the following attributes:

- 2.29.1. NON-RESIDENT VEHICLE.
- 2.29.2. Parked IN LAGUNA WOODS VILLAGE at any time between the hours of 12:00 a.m. and 6:00 a.m. without displaying a valid Overnight Parking Permit.

**2.30. UNIT**

A dwelling unit in LAGUNA WOODS VILLAGE.

**2.31. VISITOR PARKING**

See GUEST PARKING.

**3. AUTHORITY AND ENFORCEMENT**

**3.1. AUTHORITY**

GRF establishes, and from time to time updates these rules, and decides upon fines and other disciplinary actions for violations. Fines and other disciplinary actions may be greater for repeated violations within a 3-year period. GRF, at its discretion may approve case-by-case exceptions to these rules. GRF



endorses the traffic rules of United Laguna Woods Mutual and Third Laguna Hills Mutual. GRF will appoint a Laguna Woods Village Traffic Hearings Committee comprised of GRF and United Laguna Woods Mutual and Third Laguna Hills Mutual board members. The Laguna Woods Village Traffic Hearings Committee will schedule traffic hearings as necessary to adjudicate NOV's. The Laguna Woods Village Traffic Hearings Committee is a closed meeting the alleged violator is invited to attend. Notices of violation, traffic hearings, assessment of fines and other disciplinary actions are administrative processes of GRF and United Laguna Woods Mutual and Third Laguna Hills Mutual.

- 3.1.1. Member  
A MEMBER is subject to the payment of a fine and other disciplinary action imposed by GRF for any violation committed by the MEMBER, or any delegate, occupant, lessee, renter, invitee or guest of the MEMBER.
- 3.1.2. Resident  
A RESIDENT is subject to the payment of a fine and other disciplinary action imposed by GRF for any violation committed by the RESIDENT, or any delegate, occupant, lessee, renter, invitee or guest of the RESIDENT. Responsibility for non-compliance with any such disciplinary action transfers to the applicable MEMBER.
- 3.1.3. Non-Resident  
A NON-RESIDENT is subject to confiscation of their gate pass and other loss of community access privileges, assessment of a fine and/or other disciplinary action imposed by GRF for any violation committed by the NON-RESIDENT.
- 3.1.4. Sponsor of a Guest  
If a GUEST fails to pay a fine or comply with other disciplinary requirements determined by GRF, responsibility transfers to the RESIDENT SPONSOR who authorized the violator into Laguna Woods Village. Responsibility for non-compliance with any such disciplinary action by the GUEST transfers to the applicable MEMBER.
- 3.1.5. On-Duty Employee  
An on-duty EMPLOYEE of the managing agent is held to the same standard of safe driving as all others. A violator is subject to disciplinary action, including potential loss of driving privileges, in accordance with the managing agent's Human Resources policy and procedure.
- 3.1.6. Off-Duty Employee  
The NOV is unrelated to work and adjudicated under GRF authority as a RESIDENT or NON-RESIDENT.

### 3.2. **SECURITY SERVICES DEPARTMENT ENFORCEMENT**

Enforcement of these rules is the responsibility of the Laguna Woods Village Security Services Department, unless otherwise designated by law. Security Services Officers will issue an NOV for any violation of these rules.

All persons must stop when directed or signaled by any member of the Security Services Department, and provide all items of identification as requested, such as GRF ID card, driver's license, vehicle registration, and gate pass.

### 3.3. **NOTICE OF VIOLATION PROCESSING - RESIDENTS, MEMBERS, OWNERS, AND NON-RESIDENTS**

#### 3.3.1. Traffic Hearing Notice

Following an NOV, the alleged violator will be sent a letter scheduling a traffic hearing date and time. This letter will be sent at least 15 days before the hearing.

#### 3.3.2. Traffic Hearing

The traffic hearing will be a closed meeting. The Laguna Woods Village Traffic Hearings Committee will hear testimony and consider evidence from the alleged violator and the Security Services Department. If an alleged violator chooses not to attend their hearing, the Committee will make its decision based on the NOV and other evidence presented.

#### 3.3.3. After each hearing, the Committee will render its decision. The traffic hearing will be documented by a written report of the proceedings. A letter stating the Committee's decision will be sent to the alleged violator within 15 days following the hearing. If the Committee finds the individual guilty, the letter will inform the violator of the penalty and present the choice of paying the scheduled fine, or if eligible attending Traffic School.

#### 3.3.4. Traffic School

The Laguna Woods Village Traffic School will be a 2-hour class addressing traffic safety topics, and designed for Laguna Woods Village drivers. Traffic School is available to a violator once during any 3-year period. Only Laguna Woods Village Residents are eligible to attend traffic school. Non-Residents are not eligible for Traffic School. The Security Services Department will provide instructors to teach Traffic School. Every attendee must pay an administrative fee prior to attending Traffic School. Traffic School is only eligible for moving violations.

#### 3.3.5. Fines

Fines are set by the Schedule of Traffic Monetary Penalties.

### 3.4. NOTICE OF VIOLATION PROCESSING – ON DUTY EMPLOYEES

The NOV will be forwarded to the managing agent's Director of Human Resources for handling according to the managing agent's disciplinary policy.

## 4. TOWING POLICY

The California Vehicle Code authorizes private property tow-away at the vehicle owner's expense. The Security Services Department has been authorized by GRF to enforce these rules in compliance with California Vehicle Code § 22658 (a).

Violations may result in tow-away at the vehicle owner's expense. Vehicles may be towed immediately or after a 96-hour waiting period as indicated below.

### 4.1. IMMEDIATE TOW AWAY

#### 4.1.1. Security Services Department Towing

The Security Services Department is authorized to **immediately tow-away at the vehicle owner's expense** any vehicle parked under **any** of the following conditions:

- 4.1.1.1. In a space designated for handicapped parking while not displaying a valid disabled (handicapped) license plate or placard.
- 4.1.1.2. In a no parking zone.
- 4.1.1.3. Within 15 feet of a fire hydrant.
- 4.1.1.4. Blocking an entrance, exit and/or driveway.
- 4.1.1.5. Blocking a roadway or posing a hazard to traffic.
- 4.1.1.6. Posing a safety or environmental hazard.

#### 4.1.2. Resident's Private Towing

An ASSIGNED PARKING space (e.g. carport, driveway, garage) is provided for the exclusive use of the RESIDENT who controls (is in lawful possession of) that location. No vehicle may be parked in any ASSIGNED PARKING location without the RESIDENT'S permission.

California Vehicle Code § 22658 (a) allows a person in lawful possession of private property (the controlling RESIDENT) to order the **immediate** tow-away of any vehicle parked without permission in that person's ASSIGNED PARKING space. **Tow-away is made at the vehicle owner's expense.**

**It is important to note that because the tow-away is made from a restricted use common area location, the towing is a private matter between the RESIDENT ordering the tow-away, the vehicle owner, and the towing company. GRF, United Laguna Woods Mutual, Third Laguna Hills Mutual, and the Security Services**

**Department are not parties to and assume no authority or liability in the matter.**

**4.2. TOW AWAY AFTER 96-HOURS NOTICE**

- 4.2.1. Non-Resident Vehicle in Assigned Parking  
Not applicable on GRF controlled property.
- 4.2.2. Non-Resident Vehicle Not In Assigned Parking  
Except as provided above, the Security Services Department is authorized to tow-away at the vehicle owner's expense an UNAUTHORIZED VEHICLE or NON-RESIDENT vehicle, not in ASSIGNED PARKING, for any violation of these rules, upon meeting **both** of the following requirements:
  - 4.2.2.1. Requesting compliance to correct the violation or remove the vehicle from the Community.
  - 4.2.2.2. Compliance is not made within 96 - hours of written notification.
- 4.2.3. Resident Vehicle in Any Location  
Except as provided above, the Security Services Department is authorized to tow-away at the vehicle owner's expense a RESIDENT VEHICLE for any violation of these rules, upon meeting the following requirements:
  - 4.2.3.1. Receiving specific authorization from the GRF Board.
  - 4.2.3.2. Requesting compliance to correct the violation or remove the vehicle from the Community.
  - 4.2.3.3. Compliance is not made within 96-hours of written notification.

**5. DRIVERS LICENSE, LICENSE PLATE, RFID AND REGISTRATION REQUIREMENTS**

**5.1. DRIVERS LICENSE REQUIRED**

Any person operating a MOTOR VEHICLE is required to have a valid state issued driver's license in their possession and present it to any member of the Security Services Department upon request. Any person not able to provide proof of a valid state issued driver's license, shall have their RFID's deactivated for DMV registered vehicles in their name. EXCEPTION: GOLF CART

Resident driver violations for Moving Violation 660 - notification shall be made that a valid driver's license must be provided within 14 days and failure to do so shall result in the Resident's assigned RFID(s) being deactivated.

**5.2. LICENSE PLATE AND VEHICLE REGISTRATION REQUIRED**

Every MOTOR VEHICLE is required to display current on-street license plate and registration, and the person in control thereof must present current registration documentation to any member of the Security Services Department upon request. EXCEPTION: GOLF CART

**5.3. AUTHORIZED RESIDENT VEHICLE TYPES**

RFID's will only be issued to RESIDENT VEHICLES of the following types:

- 5.3.1. Automobile (passenger car).
  - 5.3.2. GOLF CART.
  - 5.3.3. GOLF CAR.
  - 5.3.4. Motorcycle that is government licensed and equipped for on-street operation.
  - 5.3.5. Off-highway style vehicle that is government licensed and equipped for on-street operation. Example: a properly equipped and licensed "dune buggy".
  - 5.3.6. Passenger van designed to carry up to 11 passengers (including a not-for-hire commuter carpooling van).
  - 5.3.7. PICKUP TRUCK used and maintained solely for personal, non-commercial use.
  - 5.3.8. Recreational Vehicles. Only RESIDENT OWNED recreational vehicles kept in the GRF Recreational Vehicle Storage Area, subject to its rules and provisions.
  - 5.3.9. Sport utility vehicle (SUV).
- No other vehicle types are approved.

**5.4. RFID REQUIRED**

All RESIDENT MOTOR VEHICLES must be registered with GRF and properly display the current vehicle RFID while in LAGUNA WOODS VILLAGE.

**6. RULES FOR DRIVING**

**6.1. STAY ON PAVEMENT**

Vehicles are allowed only on streets, cul-de-sacs, driveways, and designated parking areas designed for such use. Vehicles may not be driven or parked off pavement. EXCEPTIONS: Certain specific and limited exceptions are detailed in: Section 8 - Rules for Golf Carts and Golf Cars. Section 9 - Rules for Bicycles. Section 11 - Rules for Managing Agent.

**6.2. TRAFFIC CONTROL DEVICES**

Persons must obey all traffic signs, pavement and curb markings.

**6.3. SPEED LIMITS**

Vehicles may never be driven faster than is safe for the prevailing conditions. Vehicles may not exceed the posted speed limit.

- 6.3.1. 25 MPH: All streets, unless otherwise posted.
- 6.3.2. 15 MPH: All cul-de-sacs and parking areas, unless otherwise posted.
- 6.3.3. 10 MPH: All inbound gate entrances.

#### 6.4. **STOP SIGNS**

When approaching a stop sign, drivers must stop at the limit line, if marked, otherwise before entering the crosswalk on the near side of the intersection.

- 6.4.1. The limit line is a white line painted across the driver's lane just before the stop sign or crosswalk.
- 6.4.2. If there is no limit line or crosswalk, drivers must stop at the entrance to the intersecting roadway.
- 6.4.3. If visibility is restricted at the limit line or crosswalk, drivers may need to pull forward and stop again before safely passing through the intersection.
- 6.4.4. Drivers **MUST** always make a full and complete stop. "California stops" or "rolling stops" are not allowed; the wheels of the vehicle must stop turning.

#### 6.5. **RIGHT-OF-WAY**

##### 6.5.1. Emergency Vehicles

Drivers must yield (e.g. pull over to the side of the road and stop) to any law enforcement, fire or ambulance vehicle with emergency lights illuminated or siren in use.

##### 6.5.2. Pedestrians

The driver of a vehicle must yield the right-of-way to a PEDESTRIAN crossing the roadway. The driver of a vehicle approaching a PEDESTRIAN must exercise all due care and reduce the speed of the vehicle or take any other action relating to the operation of the vehicle as necessary to safeguard the safety of the PEDESTRIAN.

No PEDESTRIAN may suddenly leave a curb or other place of safety and walk or run into the path of a vehicle that is so close as to constitute an immediate hazard. No PEDESTRIAN may unnecessarily stop or delay traffic.

##### 6.5.3. Side Road

A driver entering a through road from a cul-de-sac or side road must yield to vehicles on the through road.

##### 6.5.4. Stop Sign

At an intersection controlled by a stop sign, the first vehicle to arrive has the right-of-way. If two vehicles arrive at the same time, the vehicle to the right has the right-of-way.

##### 6.5.5. Travel Lanes

Do not drive to the left of center of the road, even when no center line is present.

- 6.5.6. Turns  
A driver making a left turn or U-turn must yield to oncoming traffic.

**6.6. WIRELESS COMMUNICATIONS**

- 6.6.1. Drivers may not operate a cell phone without the use of a hands-free device.
- 6.6.2. Drivers may not use a wireless device to write, send or read communications, or view images.

**6.7. SEAT BELTS**

- 6.7.1. Drivers must wear a seat belt when driving.
- 6.7.2. Adult passengers must wear seat belts.
- 6.7.3. Younger passengers must be secured in a seat belt or child passenger restraint system of the type required by law on a public street.

**6.8. USE OF LIGHTS**

- 6.8.1. All MOTOR VEHICLES must operate head lamps and tail lamps from ½ hour after sunset to ½ hour before sunrise.
- 6.8.2. MOTOR VEHICLES must operate head lamps and tail lamps whenever the windshield wipers are in continuous use due to moisture. EXCEPTIONS: GOLF CARTS are not required to be equipped with windshield wipers.
- 6.8.3. MOTOR VEHICLES approaching and entering any Laguna Woods Village gate at night must use low beam headlamps.
- 6.8.4. For safety, any PEDESTRIAN or BICYCLE on a roadway at night must shine a flashlight or otherwise display lighting sufficient to be plainly visible in any direction within 200 feet. This includes any vehicle using human power, or a self-propelled or motorized wheelchair, three-wheeled vehicle that was designed for disabled people, electric personal assistive mobility device (e.g. Segway) or motorized quadricycle.
- 6.8.5. If the vehicle is so equipped, turn signals must be used continuously during the last 100 feet traveled before turning.

**6.9. OPEN CONTAINER**

- 6.9.1. Do not drink any alcoholic beverage while in a vehicle.
- 6.9.2. No one in a vehicle may possess any container of an alcoholic beverage that has been opened, or a seal broken, or the contents of which have been partially removed.

**6.10. DRIVING UNDER THE INFLUENCE**

Do not drive while under the influence of any alcoholic beverage, drug, or under the combined influence of any alcoholic beverage and drug. Even on private property, driving under the influence is a crime (California Vehicle Code §23152) that may cause the driver to be arrested by law enforcement officers.

#### 6.11. **RECKLESS DRIVING**

Reckless driving means operating a motor vehicle in a dangerous and negligent manner or with a willful or wanton disregard for the safety of persons or property. Always drive with due regard for the safety of people and property.

### 7. **RULES FOR PARKING**

#### 7.1. **VEHICLES PROHIBITED**

GRF owned vehicles and equipment are exempt from this Section.

The following vehicles are always prohibited from parking in LAGUNA WOODS VILLAGE:

- 7.1.1. ABANDONED VEHICLE.
- 7.1.2. Aircraft.
- 7.1.3. Boats, personal watercraft, and their trailers, except as allowed in Section 7.7 - Recreational Vehicles Restricted.
- 7.1.4. COMMERCIAL VEHICLES, except when necessarily and actively used in providing goods and services to the Village or its RESIDENTS.
- 7.1.5. INOPERABLE VEHICLE or part of a vehicle.
- 7.1.6. Off-road vehicle (not street licensed) other than GOLF CART or GOLF CAR.
- 7.1.7. UNAUTHORIZED VEHICLE.
- 7.1.8. Vehicle designed to carry 12 or more passengers, except busses to load or offload passengers with approval from the Board of Directors or designated staff.

#### 7.2. **GENERAL PARKING RULES**

- 7.2.1. Abandoned Vehicle  
At no time may an ABANDONED VEHICLE be in LAGUNA WOODS VILLAGE.
- 7.2.2. Curb or Parking Stall  
Vehicles may park in a designated parking stall or along a curb or sidewalk.
  - 7.2.2.1. Parking along a curb or sidewalk:
    - 7.2.2.1.1. Vehicles on a 2-way travel roadway must be parked with the passenger side wheels alongside the curb or sidewalk.
    - 7.2.2.1.2. Vehicles on a 1-way travel roadway may park alongside the curb or sidewalk on either side of the roadway.



- 7.2.2.1.3. The front and rear wheels alongside must be within 18" of the curb or sidewalk edge. EXCEPTION: If the entire vehicle is within a marked parking stall, the wheels may exceed 18" from the curb or sidewalk.
      - 7.2.2.1.4. Vehicles may not be parked in, or within 20 feet of a street intersection.
    - 7.2.2.2. Parking in a marked stall:
      - 7.2.2.2.1. Vehicle must fit and be parked completely within the marked boundaries of a parking space.
    - 7.2.2.3. Parking in an unmarked stall:
      - 7.2.2.3.1. A vehicle may be parked in a location that is not a marked stall; however, at no time may it be parked in a manner that creates a traffic hazard, interferes with other vehicle access, PEDESTRIAN traffic, or access to facilities or equipment.
  - 7.2.3. Fire Hydrant  
At no time may a vehicle be parked within 15 feet of a fire hydrant. Vehicles in violation are subject to immediate tow-away at owner's expense. See Section 4 – Towing Policy.
  - 7.2.4. Inoperative Vehicle  
At no time may an INOPERATIVE VEHICLE be in LAGUNA WOODS VILLAGE.
  - 7.2.5. Off Pavement  
At no time may a vehicle be driven or parked with any portion of it off pavement. EXCEPTIONS: Certain specific and limited exceptions are detailed in: Section 8 - Rules for Golf Carts and Golf Cars. Section 9 - Rules for Bicycles. Section 11 - Rules for Managing Agent.
  - 7.2.6. Park Safely  
At no time may a vehicle be parked in a manner creating a traffic hazard.
  - 7.2.7. Sidewalk  
Except to safely cross on a roadway or driveway, no vehicle may be driven or parked with any portion of it on a sidewalk.
  - 7.2.8. Unauthorized Vehicle  
At no time may an UNAUTHORIZED VEHICLE be parked in LAGUNA WOODS VILLAGE.
- 7.3. **TIME LIMITED PARKING**
  - 7.3.1. Assigned Parking  
Not applicable on property governed by GRF.
  - 7.3.2. Unassigned Parking

Signs and curb and pavement markings that limit or prohibit parking apply at all times.

7.3.2.1. Red zone: No stopping, standing or parking.

**EXCEPTIONS:**

- 7.3.2.1.1. A driver may stop to avoid conflict with other traffic.
- 7.3.2.1.2. An attended vehicle may stop for passenger transfers.
- 7.3.2.1.3. An attended vehicle may stop for use of a mailbox.
- 7.3.2.1.4. An attended vehicle may stop or stand while necessarily engaged in work. Examples: moving or delivery truck.
- 7.3.2.1.5. An unattended vehicle or piece of equipment **may park when necessary and is authorized by the** Security Services Department.

7.3.2.2. Blue zone: Parking is permitted only when the vehicle is displaying a valid, government issued disabled (handicapped) license plate or placard.

7.3.2.3. Fire hydrant zone: No person shall stop, park, or leave standing any vehicle within 15 feet of a fire hydrant. Vehicles in violation are subject to immediate tow-away at owner's expense. See Section 4 – Towing Policy.

7.3.2.4. Green zone: Parking may not exceed 10 minutes, or as posted by sign or curb marking.  
**EXCEPTION:** Unlimited time parking in a Green Zone is permitted only when the vehicle is displaying a valid government issued disabled (handicapped) license plate or placard.

7.3.2.5. Grey zone: Same as Unpainted.

7.3.2.6. Handicapped zone: See "Blue zone."

7.3.2.7. White zone: Loading and unloading only.

7.3.2.8. Yellow zone: Commercial vehicle loading and unloading only.

7.3.2.9. Unpainted: Parking is permitted for up to 7 continuous days, unless otherwise restricted. Parking is always prohibited within 15 feet of a fire hydrant even if the curb is unpainted. See Fire hydrant zone above. **EXCEPTION:** Resident's extended absence parking. See Section 7.5 – Contractor and Service Vehicle.

7.3.2.10. GUEST PARKING zone: RESIDENT VEHICLES are prohibited from using the location between 8:00 a.m. and 10:00 p.m.

7.3.2.11. RESERVED PARKING zone: Parking is prohibited by unauthorized vehicles.

7.3.2.12. VISITOR PARKING zone: RESIDENT VEHICLES are prohibited from using the location between 8:00 a.m. and 10:00 p.m.

#### 7.4. **RESIDENT'S EXTENDED ABSENCE PARKING**

Due to a RESIDENT'S extended absence from the Village, a RESIDENT VEHICLE may be parked in UNASSIGNED PARKING for more than 21 days for residents and 7 days for guests under the following conditions:

7.4.1. RESIDENT'S ASSIGNED PARKING space must be occupied during the same time period by another RESIDENT VEHICLE.

7.4.2. As a courtesy to fellow RESIDENTS, vehicle must be parked as far as practicable from UNIT's, preferably on a named street rather than in a numbered cul-de-sac.

7.4.3. Vehicle MAY NOT be parked at any GRF facility (Clubhouse, stables, Community Center, Service Center, etc.). Exception: RESIDENTS and their guests travelling by tour bus may park for up to 15 days at Clubhouse 3 or Clubhouse 5. Vehicles must display on the dashboard a placard on 8 ½" x 11" colored stock that includes the printed name of the sponsoring club, an emergency phone number associated with the tour and the return date from travel.

7.4.4. RESIDENT must arrange to keep the vehicle's RFID, government registration, appearance and operating condition up to date. Vehicles that become INOPERABLE, or appear neglected or ABANDONED become subject to tow-away at owner's expense. See Section 4 - Towing Policy.

7.4.5. The RESIDENT must provide a written notification and/or call the Security Services Dispatch Center at 949-580-1400 to add your vehicle to the SAFELIST/DO NOT CITE LIST.

7.4.6. NON-RESIDENT vehicles are not eligible for extended parking privileges.

#### 7.5. **CONTRACTOR AND SERVICE VEHICLE PARKING**

Contractor and service vehicles, including personal vehicles driven by workers, must be parked on named streets and are prohibited from parking within numbered cul-de-sacs or UNIT parking lots. Contractors may park on a SPONSORING RESIDENT'S driveway with that RESIDENT'S permission, but may not obstruct the sidewalk. Contractor and service vehicles, including personal vehicles driven by workers:

- 7.5.1. Must be parked on named streets.
- 7.5.2. May not be parked at GRF facilities.
- 7.5.3. May not be parked within numbered cul-de-sacs or UNIT parking lots.  
 EXCEPTIONS:
  - 7.5.3.1. Vehicles, equipment and materials immediately and directly required for the performance of work.
  - 7.5.3.2. Vehicles immediately loading or unloading.
  - 7.5.3.3. GRF owned vehicles and equipment.
  - 7.5.3.4. GRF or United Laguna Woods Mutual or Third Laguna Hills Mutual contractor vehicles and equipment.

## 7.6. **OVERNIGHT PARKING PERMITS**

GRF owned vehicles and equipment are exempt from this Section.

- 7.6.1. **Overnight Parking Prohibited**  
 The following vehicles and equipment are prohibited from parking at any time between the hours of 12:00 a.m. and 6:00 a.m.
  - 7.6.1.1. Vehicle not displaying a valid RFID or Overnight Parking Permit. See Section 7.6.2 – Overnight Parking Permit.
  - 7.6.1.2. Recreational Vehicle, except as provided below in Section 7.7 - Recreational Vehicles Restricted.
  - 7.6.1.3. **COMMERCIAL VEHICLE**, construction/maintenance equipment, storage and disposal units, building materials. Vehicles displaying advertising. EXCEPTION: “For Sale” signs as allowed in Section 7.8 – For Sale Signs.  
 EXCEPTION:
    - 7.6.1.4. Overnight Parking Permits will be issued by the Security Services Department, for **COMMERCIAL VEHICLES**, equipment, and materials utilized in authorized activities conducted for the Village, or its **RESIDENTS**.
    - 7.6.1.5. The Overnight Parking Permit must be displayed face-up on the driver side dashboard of the **MOTOR VEHICLE**, or prominently affixed to the front of trailers or equipment.
- 7.6.2. **Overnight Parking Permits**
  - 7.6.2.1. Every **NON-RESIDENT** vehicle, when parked in **LAGUNA WOODS VILLAGE** at any time between the hours of 12:00 a.m. and 6:00 a.m., must display face-up on the driver side dashboard a valid Overnight Parking Permit issued by the managing agent.
  - 7.6.2.2. Overnight Parking Permits are issued to **GUESTS** driving any of the authorized vehicle types listed in Section 5.3 – Authorized Resident Vehicle Types, and by the managing agent to vehicles and equipment used in support of Village or residential needs.

7.6.2.3. Any NON-RESIDENT vehicle parked without an Overnight Parking Permit issued is deemed an UNAUTHORIZED VEHICLE and subject to tow-away at vehicle owner's expense. See Section 4 - Towing Policy.

EXCEPTIONS: After 9:00 p.m., a RESIDENT SPONSOR may SAFELIST a GUEST vehicle for the current night only by calling the Security Services Dispatch Center at (949) 580-1400. The SPONSOR RESIDENT must provide:

- 7.6.2.3.1. SPONSOR'S UNIT and ID numbers.
- 7.6.2.3.2. GUEST'S first name.
- 7.6.2.3.3. GUEST'S vehicle license plate number.
- 7.6.2.3.4. GUEST'S vehicle parking location.

## 7.7. RECREATIONAL VEHICLES RESTRICTED

Daily parking is limited to the RV Storage Area. Refer to the RV Rules and Regulations.

Except for the RV Storage Area, an RV may be parked IN LAGUNA WOODS VILLAGE only when meeting all of the following conditions:

- 7.7.1. RV MAY NOT be parked at any GRF facility (Clubhouse, Stables, Community Center, Service Center, etc.).
- 7.7.2. RV is parked only for the purpose of loading or unloading. Other activities, such as sleeping or resting in the RV, and vehicle maintenance are not allowed.
- 7.7.3. RV is parked with engine and accessory equipment (e.g. exterior lights, generator, air conditioner, audio and video equipment) shut off.
- 7.7.4. Extensions such as slide-outs, tilt-outs, and awnings must be closed.
- 7.7.5. RV may not be attached to any external power supply.
- 7.7.6. Leveling jacks, if used, must include a base plate sufficient to prevent damage to pavement.
- 7.7.7. RV is parked for no more than 6 hours at a time.

EXCEPTION: Permission to park overnight immediately before or after a road trip will be reasonably granted by the Security Services Department. Vehicle must be removed no later than 12:00 p.m. the following day.

## 7.8. FOR SALE SIGNS

- 7.8.1. RESIDENT VEHICLES may display a maximum of 2 "For Sale" signs advertising that vehicle.
- 7.8.2. Each sign may be up to 9" x 12" in size.
- 7.8.3. No signage may be on the exterior of the vehicle.

## 7.9. ADVERTISING

Any signage advertising a business or organization is prohibited on a vehicle parked overnight between the hours of 12:00 a.m. and 6:00 a.m. Displaying a

name or contact information, such as a physical or communications address, constitutes advertising.

**EXCEPTIONS:**

- 7.9.1. Commercial vehicle or equipment displaying a valid GRF Overnight Parking Permit issued by the managing agent.
- 7.9.2. License plate frames, and vehicle manufacturer's incidental identification and accessory items. Example: vehicle brand and model nameplates.
- 7.9.3. Signs allowed in Section 7.8 – For Sale Signs.
- 7.9.4. GRF vehicles.

**7.10. REPAIRS**

Vehicles may not be rebuilt, rehabilitated, major service may not be performed, and fluids may not be changed on any property of GRF.

**7.11. WASHING**

In the interest of water conservation, vehicle washing using water is prohibited. Waterless type cleaning products (e.g. "waterless car wash") may be used.

**8. RULES FOR GOLF CARTS AND GOLF CARS**

**8.1. GOLF CART**

Unless exempted in this Section, all Vehicle, Parking and Traffic Rules, including stop sign, speed limit, parking, and RFID rules, apply to GOLF CARTS, just as any other MOTOR VEHICLE.

- 8.1.1. Driver's License  
A driver's license is not required to operate a GOLF CART.
- 8.1.2. Minimum Age  
A NON-RESIDENT driving a GOLF CART must be **both**:  
 8.1.2.1. Age 16 years or older.  
 8.1.2.2. Accompanied by a RESIDENT.
- 8.1.3. Vehicle Registration  
No government vehicle registration is required.
- 8.1.4. Lights  
Must operate head lamps and tail lamps from ½ hour after sunset to ½ hour before sunrise.
- 8.1.5. Stay on Pavement  
Driving off pavement is prohibited. EXCEPTION: Limited driving off pavement is allowed at the GRF 27-hole golf course, in accordance with golf course rules.
- 8.1.6. Sidewalks and Patios  
Driving or parking is not allowed on sidewalks, breezeways, or patios.
- 8.1.7. Cart Paths

Driving on paved cart paths is permissible. On a cart path the driver must:

- 8.1.7.1. Travel at a slow speed that is reasonable and prudent.
- 8.1.7.2. Exercise due regard for the safety of all PEDESTRIANS.
- 8.1.7.3. Yield the right-of-way to all PEDESTRIANS.
- 8.1.7.4. Parking on a cart path is prohibited, except in a marked parking stall.

## **8.2. GOLF CAR**

Unless exempted in this Section, all Vehicle, Parking and Traffic Rules apply to GOLF CARS, just as any other MOTOR VEHICLE.

- 8.2.1. Cart Paths
- 8.2.2. May be driven on a paved cart path.
- 8.2.3. On a cart path the driver must:
  - 8.2.3.1. Travel at a slow speed that is reasonable and prudent.
  - 8.2.3.2. Exercise due regard for the safety of all PEDESTRIANS.
  - 8.2.3.3. Yield the right-of-way to all PEDESTRIANS.
  - 8.2.3.4. Parking on a cart path is prohibited, except in a marked parking stall.

## **9. RULES FOR BICYCLES (NON-MOTORIZED)**

Unless otherwise specified in this Section, all requirements of Section 6 - Rules for Driving, including stop sign and speed limit rules, and Section 7 - Rules for Parking, apply to BICYCLES.

### **9.1. STAY ON PAVEMENT**

BICYCLES and motorized bicycles, known as E- BIKES, may not be ridden off pavement.

### **9.2. SIDEWALKS AND CART PATHS**

- 9.2.1. Riding on a paved cart path is permissible
- 9.2.2. Riding on a sidewalk is allowed between a point of origin or destination, and the nearest street or cul-de-sac.
- 9.2.3. While riding on a path or sidewalk, the cyclist must:
  - 9.2.3.1. Exercise due regard for the safety of all PEDESTRIANS.
  - 9.2.3.2. Travel at a speed that is reasonable and prudent.
  - 9.2.3.3. Yield the right-of-way to all PEDESTRIANS.
  - 9.2.3.4. Walk the BICYCLE when inside a building or on any covered passageway.

#### **EXCEPTION:**

- 9.2.4. Riding in Aliso Creek Park is prohibited at all times.
- 9.2.5. When delivering newspapers to adjacent UNITS, a BICYCLE may be ridden an unlimited distance on a sidewalk.

**9.3. LIGHTS**

For safety, at night a BICYCLE and E-BIKE must operate a headlamp and red or amber lights or reflectors to the side and rear, sufficient to be plainly visible in any direction within 200 feet.

**9.4. PARKING**

- 9.4.1. Bicycles may not be parked in any manner interfering with foot or vehicle traffic.
- 9.4.2. Bicycles must be parked utilizing parking racks where provided.
- 9.4.3. Attended BICYCLES may be parked off pavement, but only in such a manner as not to damage landscaping.
- 9.4.4. Parking on a cart path or sidewalk is prohibited, except in a marked parking stall.

**10. SPECIAL RULES FOR PEDESTRIANS****10.1. SIDEWALKS**

- 10.1.1. For safety considerations, PEDESTRIANS may not walk upon a roadway.  
EXCEPTIONS:
  - 10.1.1.1. When crossing a roadway.
  - 10.1.1.2. When there is no adjacent sidewalk available that is at least 2 feet wide.
- 10.1.2. When upon any roadway, PEDESTRIANS must:
  - 10.1.2.1. Walk facing the flow of traffic, unless upon a 1-way roadway.
  - 10.1.2.2. Avoid stopping or delaying traffic.
  - 10.1.2.3. Shine a flashlight or otherwise display lighting at night sufficient to be plainly visible in any direction within 200 feet.

**10.2. RIDING DEVICE**

No person may ride or propel a skateboard, scooter, tricycle, or other riding apparatus.

**EXCEPTION:**

- 10.2.1.1.1. BICYCLES operated and equipped in accordance with these rules.
- 10.2.1.1.2. A person operating a self-propelled or motorized wheelchair, three-wheeled vehicle that was designed for disabled people, electric personal assistive mobility device (ex: Segway) or motorized quadricycle.

**11. RULES FOR MANAGING AGENT**

- 11.1. MOTOR VEHICLES and equipment used by the managing agent are allowed



on roadways, sidewalks, paths and landscape as needed to efficiently provide services, such as maintenance, landscaping and security.

11.2. Except as necessary to efficiently provide services, MOTOR VEHICLES and equipment must be parked so as not to block access, walkways, or carports.

11.3. Except for fire hydrant and handicapped parking zones, all parking locations may be used by the managing agent as needed to efficiently provide services.

## **12. RULES FOR REPORTING COLLISIONS**

### **12.1. INJURY TO A PERSON**

For a collision that causes injury or death to a person:

12.1.1. Driver must stop and remain at the scene to provide their identity and information about the collision.

12.1.2. Notify local authorities (Call 911).

### **12.2. NO INJURY TO A PERSON**

For a collision with no injuries that causes damage to any property, including damage solely to the driver's own MOTOR VEHICLE or BICYCLE:

12.2.1. Driver must stop and remain at the scene to provide their identity and information about the collision.

12.2.2. Driver must identify themselves to the owner or individual in control of the damaged property.

12.2.3. Notify the Laguna Woods Village Security Services Department.

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**RESOLUTION 90-24-XX**

**Vehicle, Traffic and Parking Rules**

**WHEREAS**, the Security Department is responsible for the administration of the Laguna Woods Village Vehicle, Traffic and Parking Rules;

**WHEREAS**, the Security and Community Access Committee has recognized the need to revise the Vehicle, Traffic and Parking Rules with updates and clarifying language; and

**NOW THEREFORE BE IT RESOLVED**, on October 1, 2024, the Board of Directors of this Corporation hereby adopts the Vehicle, Traffic and Parking Rules, as attached, and as in substantially final form, to the official minutes of this meeting; and

**RESOLVED FURTHER**, that Resolution 90-19-56, approved December 3, 2019; Resolution 90-19-25, adopted June 4, 2019; Resolution 90-16-26, adopted June 7, 2016; Resolution 90-16-24, adopted June 7, 2016; Resolution 90-15-29, adopted May 5, 2015; and Resolution 90-14-21, adopted May 6, 2014 are hereby superseded and canceled; and

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

**September Initial Notification: 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied.**

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**ENDORSEMENT (to Finance Committee)**

**Pickleball Facility Request**

Review and recommend a supplemental appropriation from the Facilities Reserve Fund in the amount of \$45,000 for a Pickleball Feasibility Study to develop and review options for building a new pickleball facility.

A motion was made to recommend that the Board of Directors approve a supplemental appropriation from the Facilities Reserve Fund in the amount of \$45,000 for a Pickleball Feasibility Study to develop and review options for building a new pickleball facility and to report back to CAC for action.

Motion passed 6-1. Director Stephens opposed.

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**ENDORSEMENT (to Board)**

**Feasibility Study for Pickleball**

Community Activities Committee- Director of Recreation and Special Events, Alison Giglio presented a staff report recommending that the Board of Directors approve a supplemental appropriation from the Facilities Fund in the amount of \$45,000. This funding would be allocated for a feasibility study to develop and review options for building a new pickleball facility.

Jeanne Costello, member of the Pickleball Club, presented a proposal to inform staff and members of the rising need for a new pickleball facility. The presentation detailed how the current pickleball courts can only accommodate a certain volume of members at a time with the demand for play times steadily increasing with its rising popularity.

Director Choi Hoe moved to recommend that the Board of Directors approve a supplemental appropriation from the Facilities Fund of up to \$45,000. Director Rane-Szostak seconded. Discussion ensued. Director Cowen proposed amending the recommendation proposed to specify the funds be used to develop and review options for providing appropriate pickleball facilities instead of options for building a new pickleball facility. Director Choi Hoe accepted the amendment. The amended motion passed by a vote of 4-1.

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## STAFF REPORT

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**DATE:** October 1, 2024  
**FOR:** Finance Committee  
**SUBJECT:** Pickleball Facility Request

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### **RECOMMENDATION**

Consider the presentation by the Pickleball Club and recommend that the Board of Directors approve a supplemental appropriation from the Facilities Reserve Fund in the amount of \$45,000 for a Pickleball Feasibility Study to develop and review options for building a new pickleball facility.

### **BACKGROUND**

At the February 8, 2024 Community Activities Committee (CAC) meeting, the Pickleball Club made a presentation requesting the creation of an ad hoc committee to explore the building of a new pickleball facility due to the growing demand of residents playing the sport. The CAC voted to recommend the creation of an ad hoc committee including Community Activities Committee and Maintenance and Construction Committee to assist with the pickleball club request. Ultimately, the ad-hoc committee request was not included for Golden Rain Foundation (GRF) Board approval, but staff was directed to meet with the Pickleball Club to further discuss the process for building additional courts within the community.

In subsequent meetings, it was suggested by staff that the Pickleball Club first demonstrate the need for additional courts by garnering support from residents through an interest list and return to the CAC with a proposal.

### **DISCUSSION**

At the July 11, 2024 CAC meeting, the president of the Pickleball Club requested exploration of a new pickleball facility be placed on the CAC agenda for discussion. Staff was directed to place this item on the agenda.

The Pickleball Club is requesting the CAC make a formal recommendation to the GRF Board to further explore building a new pickleball facility. Prior to GRF Board review, the request will be presented to the Finance Committee for review and recommendation.

On August 8, 2024, the Community Activities Committee reviewed and recommended a supplemental appropriation from the Facilities Reserve Fund in the amount of \$45,000 for a Pickleball Feasibility Study to develop and review options for building a new pickleball facility.

### **FINANCIAL ANALYSIS**

It is anticipated that available land to build a new facility would need to be reviewed and surveyed by professional consultants, including but not limited to geographical surveys, environmental impact report, etc. The estimated cost for a feasibility study is approximately \$45,000. Funding is not included in the 2024 Capital (Reserve) Budget or forecasted for the 2025 Capital Budget.

**Prepared By:** Alison Giglio, Recreation and Special Events Director  
**Reviewed By:** Steve Hormuth, Financial Services Director  
Catherine Laster, Services Manager

**ATTACHMENT(S)**

Attachment 1: Resident Request

Attachment 2: Resolution 90-24-XX



### Recreation Committee Request Form

**PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE RECREATION REQUESTS**

Your request is important to us and will be handled accordingly. Per the policy of the Golden Rain Foundation (GRF), if your request falls outside the scope of the Recreation Division's authority, it will be forwarded to the Community Activities Committee (CAC) for review. If you are unsure whether your request falls into this category, please contact the on-site facility Supervisor or the Recreation Manager at 597-4482 in order to make that determination. If it does, you may receive written confirmation acknowledging receipt of your request. CAC will then review the request and determine the proper course of action. If necessary, CAC will make a recommendation to the GRF Board of Directors for action. You will then be notified of the Committee or Board's decision. Please be patient as this process may take several months.

**Print Requestor Name:** \_\_\_\_\_ **Date:** 07-16-24

**Print Individual, Club or Organization Name:** Pickleball Club

**Manor:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Request (please check one):**

- ☐ Change/Exception to Policy
 ☐ Donation
 ☐ Staff Time Request  
☐ Equipment Request
 ☒ Facility Request
 ☐ Other: \_\_\_\_\_

**Explanation:**

Please explain the circumstances of your request. Include approximate cost, dates, times and locations when necessary. Please use reverse side or attach a separate sheet if necessary.

At the CAC on Thursday, July 11, Miranda McPhee (President, LWV Pickleball) requested during the member's comment period for the exploration of a new pickleball facility be agenda'd. The CAC approved the request.

Background: The Pickleball Club made an initial presentation to the CAC in February 2024 at which the CAC unanimously voted to recommend to GRF the creation of an ad hoc committee. In subsequent meetings the Pickleball Club was asked to garner support from residents and return with a narrow proposal, both of which we now have.

The Pickleball Club is therefore requesting to make a 10-minute presentation to the CAC on Thursday, August 8, with a view to requesting the CAC make a formal recommendation to the GRF Board to further the exploration of building of a new pickleball facility.

**Requestor Signature:** \_\_\_\_\_

**Signatures of All Other Individuals/Club Presidents Affected by this Request:**

Signature	Manor #	For	Undecided	Against
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Please attach a separate sheet if more signatures are necessary)

**PLEASE FORWARD COMPLETED REQUEST FORM TO:**

Laguna Woods Village Recreation Division  
P.O. Box 2220, Laguna Woods, CA 92637

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## **RESOLUTION 90-24-XX**

### **Pickleball Facility Request**

**WHEREAS**, at the February 8, 2024 Community Activities Committee (CAC) meeting, the Pickleball Club made a presentation requesting the creation of an ad hoc committee to explore the building of a new pickleball facility due to the growing demand of residents playing the sport; and

**WHEREAS**, The CAC voted to recommend the creation of an ad hoc committee including Community Activities Committee and Maintenance and Construction Committee to assist with the pickleball club request; and

**WHEREAS**, the ad-hoc committee request was not included for Golden Rain Foundation (GRF) Board approval, but staff was directed to meet with the Pickleball Club to further discuss the process for building additional courts within the community; and

**WHEREAS**, it was suggested by staff that the Pickleball Club first demonstrate the need for additional courts by garnering support from residents through an interest list and return to the CAC with a proposal; and

**WHEREAS**, at the July 11, 2024 CAC meeting, staff was directed to place the Pickleball club presentation of exploration of a new pickleball facility be placed on the agenda for discussion; and

**WHEREAS**, on August 8, 2024, the Community Activities Committee reviewed and recommended a supplemental appropriation from the Facilities Reserve Fund in the amount of \$45,000 for a Pickleball Feasibility Study to develop and review options for building a new pickleball facility; and

**WHEREAS**, it is anticipated that available land to build a new facility would need to be reviewed and surveyed by professional consultants, including but not limited to geographical surveys, environmental impact report, etc.; and

**WHEREAS**, the estimated cost for a feasibility study is approximately \$45,000 and funding is not included in the 2024 Capital (Reserve) Budget or forecasted for the 2025 Capital Budget;

**NOW THEREFORE BE IT RESOLVED**, October 1, 2024, that the Board of Directors of this Corporation hereby adopts a supplemental appropriation from the Facilities Reserve Fund in the amount of \$45,000 for a Pickleball Feasibility Study to develop and review options for building a new pickleball facility; and

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

**ENDORSEMENT (to Board of Directors)**

**Operating Hours Adjustment: Pool 5 Additional Hour for October**

Review and recommend a resolution for extending Pool 5 operating hours from 6 p.m. to 7 p.m. in October.

A motion was made to recommend extending Pool 5 operating hours from 6 p.m. to 7 p.m. in October.

Motion passed 4-1-1. Director Quam opposed and Director Karimi abstained.

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## STAFF REPORT

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**DATE:** October 1, 2024  
**FOR:** Board of Directors  
**SUBJECT:** Operating Hours Adjustment: Pool 5 Additional Hour for October

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### **RECOMMENDATION**

Review and recommend a resolution for extending Pool 5 operating hours from 6 p.m. to 7 p.m. in October.

### **BACKGROUND**

On January 4, 2022, the Golden Rain Foundation of Laguna Woods (GRF) Board of Directors approved resolution 90-22-04 (attachment 1) for Pool Operating Hours and Lifeguard Services Modification to modify pool operating hours and lifeguard services to enhance pool operating efficiencies. Per the resolution, Pool 5 operating hours October through May are 6 a.m. to 6 p.m.

At the request of several residents, on October 3, 2023, the GRF board approved resolution 90-23-57 (attachment 2) allowing the extension of Pool 5 hours to 7 p.m. for the month of October 2023 only. Staff was directed to reevaluate the request in 2024.

### **DISCUSSION**

Reasons cited for the request to extend Pool 5 hours include: convenient access to their homes; will accommodate full-time work schedules; protect their skin from the high intensity sun; lap lanes are available at Pool 5; October still has ample daylight until 7 p.m.; and it will provide another option to avoid overcrowding conditions at Pool 4.

In October 2023, pool 5 attendance from 6 to 7 p.m. averaged six people per day for a total of 175. Pool 4 is open until 9 p.m. and attendance during the 6 to 7 p.m. hour was approximately 12 people in 2023.

The extension of pool hours would require a contract amendment with contracted lifeguard services.

The original resident request was for an additional hour at Pool 5 from October to May (the summer schedule is Memorial Day through September).

On September 12, 2024, the Community Activities Committee reviewed and recommended extending Pool 5 operating hours from 6 p.m. to 7 p.m. in October.

### **FINANCIAL ANALYSIS**

The estimated cost increase to extend pool hours by one hour, daily, during the month of October only (open until 7 p.m. instead of 6 p.m.) is approximately \$1,000 (expected to increase to \$1,100 in 2025).

The estimated cost to extend pool hours by one hour, daily, from October through May is approximately \$8,000. This takes into consideration the estimated six to eight weeks the pool will be closed for annual maintenance.

The Recreation Services Department will manage the existing budget to accommodate the additional funding request to extend by one hour in October, but the existing budget will not accommodate an additional hour from October through May.

**Prepared By:** Alison Giglio, Recreation and Special Events Director

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

**ATTACHMENT(S)**

Attachment 1: Resolution 90-22-04 Pool Operating Hours and Lifeguard Services Modification

Attachment 2: Resolution 90-23-57 Resident Request for Extension of Pool 5 October Operating Hours

Attachment 3: Resolution 90-24-XX

**RESOLUTION 90-22-04****Pool Operating Hours and Lifeguard Services Modification**

**WHEREAS**, staff was directed to propose modifications to pool operating hours and lifeguard services to enhance pool operating efficiencies. CAC recommended the following proposed pool operating hours and lifeguard services modification resulting in the estimated annual cost savings of ~~\$117,230~~\$37,230, subject to affirmation by the Finance Committee and board approval:

**Proposed Pool Operating Hours and Lifeguard Services Modification:**

<b>Pool #</b>	<b>Winter Hours</b>	<b>Summer Hours</b>
Pool 1	8 a.m. to 5 p.m.	7 a.m. to 7 p.m.
Pool 2	7 a.m. to 6 p.m. <del>No-Lifeguard</del>	7 a.m. to 6 p.m. <del>No-Lifeguard</del>
Pool 4	8 a.m. to 9 p.m.	7 a.m. to 10 p.m.
Pool 5	6 a.m. to 6 p.m.	6 a.m. to 9 p.m.
Pool 6	closed	12 p.m. to 6 p.m. (summer only)

**WHEREAS**, on December 9, 2021 the Community Activities Committee (CAC) recommended the proposed pool operating hours and lifeguard services modification resulting in the estimated annual cost savings of ~~\$117,230~~\$37,230; and

**WHEREAS**, at the December 15, 2021 Finance Committee meeting, the

committee affirmed the CAC recommendation of the proposed pool operating hours and lifeguard services modification resulting in the estimated annual cost savings of ~~\$117,230~~\$37,230.

**NOW THEREFORE BE IT RESOLVED**, January 4, 2022, that the Board of Directors of this Corporation hereby adopts recommended pool operating hours and lifeguard services modification resulting in the estimated annual cost savings of ~~\$117,230~~\$37,230; 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 90-23-57**

**Resident Request for Extension of Pool 5 October Operating Hours**

**WHEREAS**, on January 4, 2022, the Golden Rain Foundation of Laguna Woods (GRF) Board of Directors approved resolution 90-22-04 for Pool Operating Hours and Lifeguard Services Modification to modify pool operating hours and lifeguard services to enhance pool operating efficiencies; and

**WHEREAS**, per resolution 90-22-04, Pool 5 operating hours in October are 6 a.m. to 6 p.m.; and

**WHEREAS**, several residents requested that GRF extend the hours at pool 5 daily until 7 p.m. during the month of October; and

**WHEREAS**, due to the timing of the requests, there is not adequate time for formal review by the Community Activities Committee and Finance Committee; and

**WHEREAS**, this request is for the 2023 schedule only; and

**WHEREAS**, on September 14, 2023, the Community Activities Committee reviewed the resident request and recommends Board approval of resident request to extend Pool 5 operating hours in October 2023 from 6 p.m. to 7 p.m.;

**NOW THEREFORE BE IT RESOLVED**, September 5, 2023, that the Board of Directors of this Corporation hereby adopts the extension of Pool 5 operating hours in October 2023 from 6 p.m. to 7 p.m.; and

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

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**RESOLUTION 90-24-XX**

**Operating Hours Adjustment: Pool 5 Additional Hour for October**

**WHEREAS**, on January 4, 2022, the Golden Rain Foundation of Laguna Woods (GRF) Board of Directors approved resolution 90-22-04 for Pool Operating Hours and Lifeguard Services Modification to modify pool operating hours and lifeguard services to enhance pool operating efficiencies; and

**WHEREAS**, per resolution 90-22-04, Pool 5 operating hours in October are 6 a.m. to 6 p.m.; and

**WHEREAS**, at the request of several residents, on October 3, 2023, the GRF board approved resolution 90-23-57 allowing the extension of Pool 5 hours to 7 p.m. for the month of October 2023 only; and

**WHEREAS**, staff was directed to reevaluate the request in 2024; and

**WHEREAS**, on September 12, 2024, the Community Activities Committee recommended Board approval to extend Pool 5 operating hours in October from 6 p.m. to 7 p.m.;

**NOW THEREFORE BE IT RESOLVED**, October 1, 2024, that the Board of Directors of this Corporation hereby adopts the extension of Pool 5 operating hours in October from 6 p.m. to 7 p.m.; and

**RESOLVED FURTHER**, that Resolution 90-22-04 approved on January 4, 2022 regarding Pool 5 hours 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.

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## **RESOLUTION 90-24-XX**

### **GRF Committee Appointments**

**RESOLVED**, October 1, 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)

SK Park (Third)

Reza Karimi (Third)

Moon Yun, Alternate (Third)

Sue Quam (United)

Ellen Leonard (United)

Georgianna Willis, Alternate (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)

David Veeneman (Third)

Nathaniel Ira Lewis (Third)

Moon Yun, Alternate (Third)

Thomas Tuning (United)

Mickie Choi Hoe (United)

Ellen Leonard, Alternate (United)

Peter Sanborn (Mutual 50)

Sue Stephens, Alternate (Mutual 50)

#### **Information Technology Advisory Committee (ITAC)**

~~James Hopkins, Chair (GRF)~~

Martin Roza (GRF)

Sue Quam, **Alternate** (United)  
Tom Tuning (United)  
Mark Laws (Third)  
S.K. Park (Third)  
Advisors: Sue Margolis, Debbie Dotson

**Landscape Committee**

Cush Bhada, Chair (GRF)  
Juanita Skillman, Alternate (GRF)  
Donna Rane-Szostak, (GRF)  
Sue Quam (United)  
Anthony Liberatore (United)  
Maggie Blackwell, Alternate (United)  
S.K. Park (Third)  
Reza Karimi (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 (Third)  
Reza Karimi, Alternate (Third)  
Mickie Choi Hoe (United)  
Tom Tuning (United)  
Ellen Leonard, 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, Alternate (GRF)  
Donna Rane-Szostak (GRF)  
Cris Prince (Third)  
Moon Yun, Alternate (Third)  
Maggie Blackwell (United)  
Georgiana Willis (United)  
Sue Quam, Alternate (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)  
Mickie Choi Hoe, Alternate (United)  
Sue Quam (United)  
Tom Tuning (United)  
Peter Sanborn (Mutual 50)  
Sue Stephens, Alternate (Mutual 50)  
Advisors: John Cornell, Debbie Dotson,  
Bunny Carpenter

**Mobility & Vehicles Committee**

Steve Leonard, Chair (GRF)  
Juanita Skillman (GRF)  
Cush Bhada, Alternate (GRF)  
Moon Yun (Third)  
S.K. Park (Third)  
Reza Karimi, Alternate (Third)  
Ellen Leonard (United)  
Maggie Blackwell, Alternate (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)  
Steve Leonard (GRF)  
Cush Bhada, Alternate (GRF)  
S.K. Park (Third)  
Reza Karimi (Third)  
David Veeneman, Alternate (Third)  
Nancy Carlson (United)  
Maggie Blackwell (United)  
Vidya Kale, Alternate (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)  
David Veeneman, Alternate (Third)  
Anthony Liberatore (United)  
Georgiana Willis (United)  
Vidya Kale, Alternate (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)  
David Veeneman, 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)  
David Veeneman (Third)

### **Executive Hearings Committee**

~~Yvonne Horton, Chair (GRF)~~

Juanita Skillman (GRF)  
Joan Milliman (GRF)  
Donna Rane-Szostak, Alternate (GRF)

**Space Planning Ad Hoc Committee**

~~James Hopkins, Chair (GRF)~~

~~Yvonne Horton (GRF)~~

Cush Bhada (GRF)

Ellen Leonard, Alternate (United)

Tom Tuning (United)

Nancy Carlson (United)

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

**RESOLVED FURTHER**, that Resolution 90-24-44 adopted September 3, 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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## Treasurer's Report for October 1, 2024 Board Meeting

**Slide 1** – This first table includes all revenues and expenses for operating, reserves, and restricted funds.

Through the reporting period of August 31, 2024, GRF had net revenue of \$3.3M, with total revenue of \$35.5M and total expense of \$32.2M. GRF was better than budget by \$806K with total expenses coming in lower than budget by \$627K primarily due to lower cable programming costs and employee compensation. This was partially offset by revenue coming in lower than budget.

**Slide 2** – The next table displays the Operating Fund activities, which excludes non-operating revenues, expenses and depreciation. This report shows a favorable variance of \$614K through the reporting period, with expenses better than budget by \$709K, offset by non-assessment revenue worse than budget by (\$95K).

**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 were favorable by \$329K due to Franchise Fees inadvertently being budgeted twice. The variance is expected to continue through the end of the year. Moving forward, the 2025 Business Plan only includes the Franchise Fees once.
- Employee compensation and related were favorable by \$303K primarily in General Services having various open positions such as custodians and mechanics. Additionally, Landscape has various open gardener and irrigation positions; offset for gardener positions in outside services. To a lesser extent, open positions remain throughout the organization; recruitment is in progress. A partial offset to the savings was in Recreation as events and operating hours returned to pre-pandemic service levels and turnover factor assumed at budget creation was too low; 2025 plan was adjusted to reflect this.

- Miscellaneous revenue of \$235K is favorable due to more clubhouse labor fees in the PAC, as clubs put on more events than anticipated that require staff time to setup and take down. In addition, Class Fee revenue for personal training and group classes is higher than anticipated at the Fitness Center.
- Clubhouse rentals and event fees were favorable by \$187K due to more event fee and room rental revenue at the Performing Arts Center (PAC) for events such as such as ABBA FAB, Neil Diamond, and Huey Lewis tribute bands.
- Materials and supplies were favorable by \$185K due to less materials needed than budgeted year to date for savings in supplies at Clubhouse 1 due to closure, and supplies not yet ordered for the other clubhouses.

**Unfavorable.** Some offsetting unfavorable variances included:

- Utilities and Telephone were unfavorable by (\$287K) due to higher electricity rates than budgeted. In addition, gas rates are also higher than planned. Both electricity and gas rates have been adjusted for the 2025 plan. The variance was partially offset by lower water expenses due to more rainfall than recent years, which the budget was based on.
- Broadband Services were unfavorable by (\$422K) due to clients allocating less dollars to Cable TV advertising. In addition, internet revenue was slightly over budgeted, which was adjusted for the 2025 plan. Finally, revenue for set top boxes was lower than anticipated as streaming becomes more popular amongst the community.

**Slide 4** – This slide shows sources of revenue other than the assessments, such as fees and rentals. To date, we have received \$7.4M 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, Equestrian Center fees, and RV Storage 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 \$28.8M, excluding depreciation, these two categories account for 70% of the total Operating expense. Insurance, Professional and Legal, Utilities & Fuel, Outside Services, etc. make up the remaining 30%.

**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 \$45.1M; restricted fund balances have an ending balance of \$2.8M. 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 \$11.8M 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 \$33.3M for reserve and \$2.8M for restricted.

**Slide 7** – We have a slide here to show resale history from 2022-2024. Community-wide sales total 533 through August 31, 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 \$16.6M, primarily for renovation projects. Restricted funds had total appropriations of \$47K, for the West Creek Fuel Modification project, which has been completed.

**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 \$33.3 million in reserve funds and \$2.7 million in contingency funds.

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# GRF Financial Report

As of August 31, 2024



INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$23,253	\$23,253	\$0
Non-Assessment Revenue	\$12,284	\$12,105	\$179
Total Revenue	\$35,537	\$35,358	\$179
Total Expense	\$32,246	\$32,873	\$627
Net Revenue/(Expense)	\$3,291	\$2,485	\$806

# GRF Financial Report

As of August 31, 2024

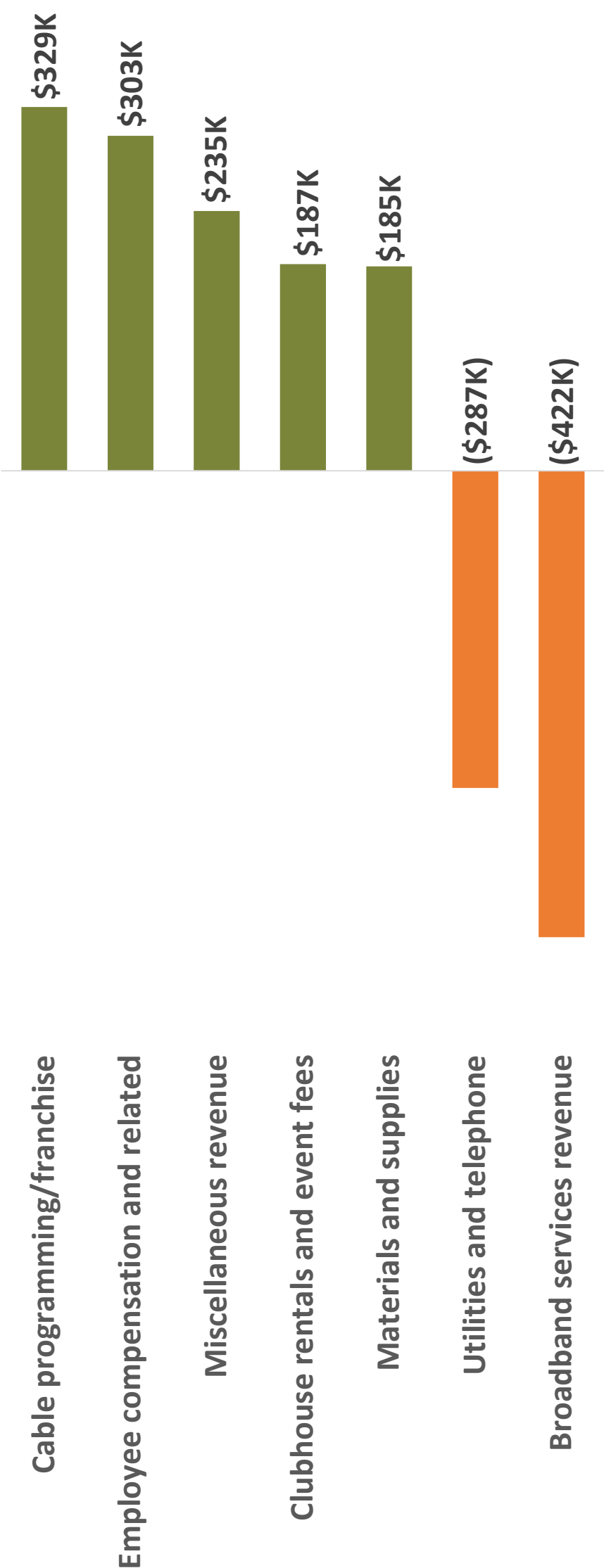


OPERATING ONLY INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$21,521	\$21,521	\$0
Non-Assessment Revenue	\$7,400	\$7,495	(\$95)
Total Revenue	\$28,921	\$29,016	(\$95)
Total Expense <sup>1</sup>	\$28,783	\$29,492	\$709
Operating Surplus/ (Deficit)	\$138	(\$476)	\$614

1) excludes depreciation

# GRF Financial Report

As of August 31, 2024  
Operating Only



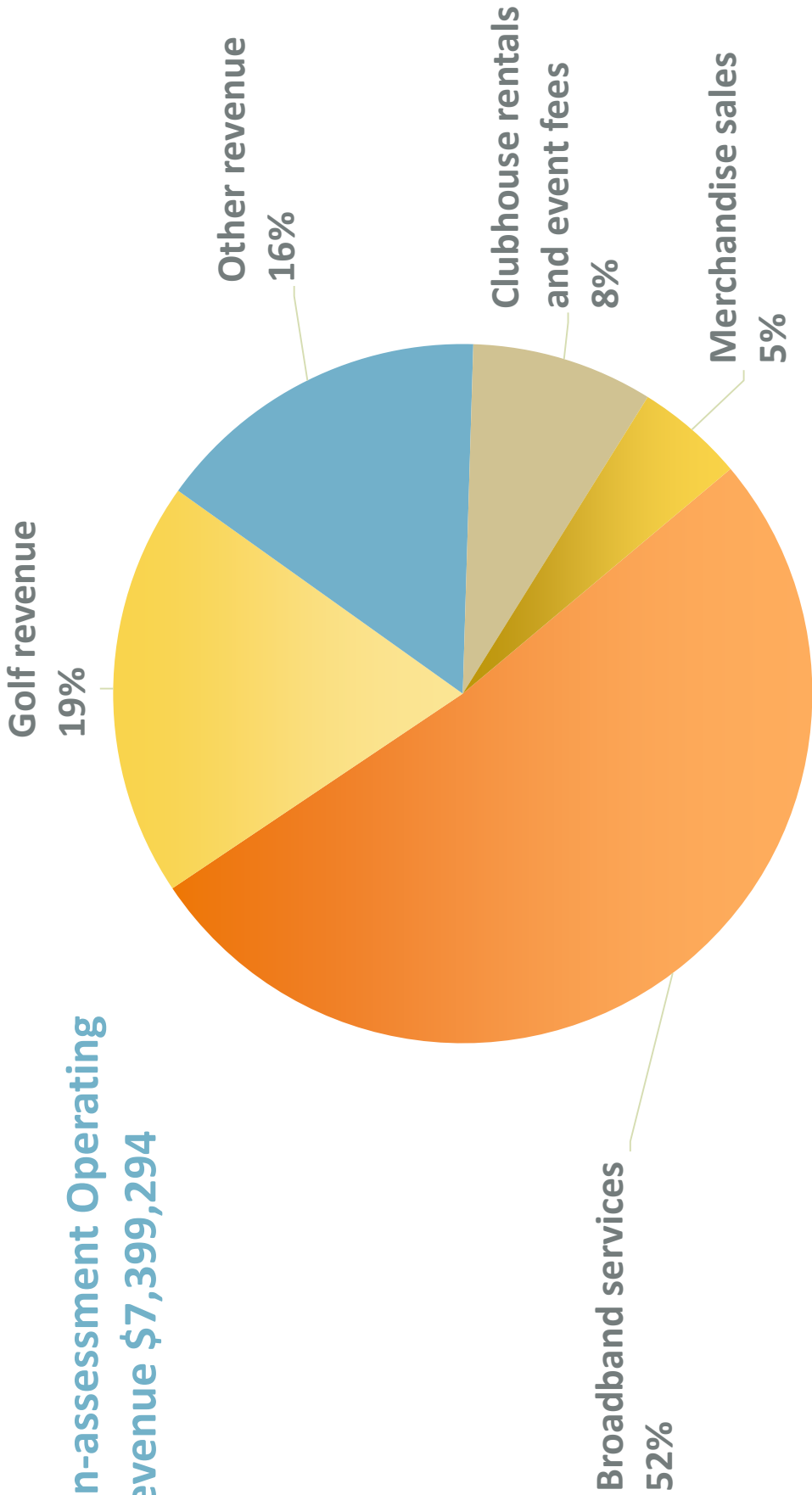
Unfavorable Favorable

# GRF Financial Report

As of August 31, 2024



**Total Non-assessment Operating  
Revenue \$7,399,294**

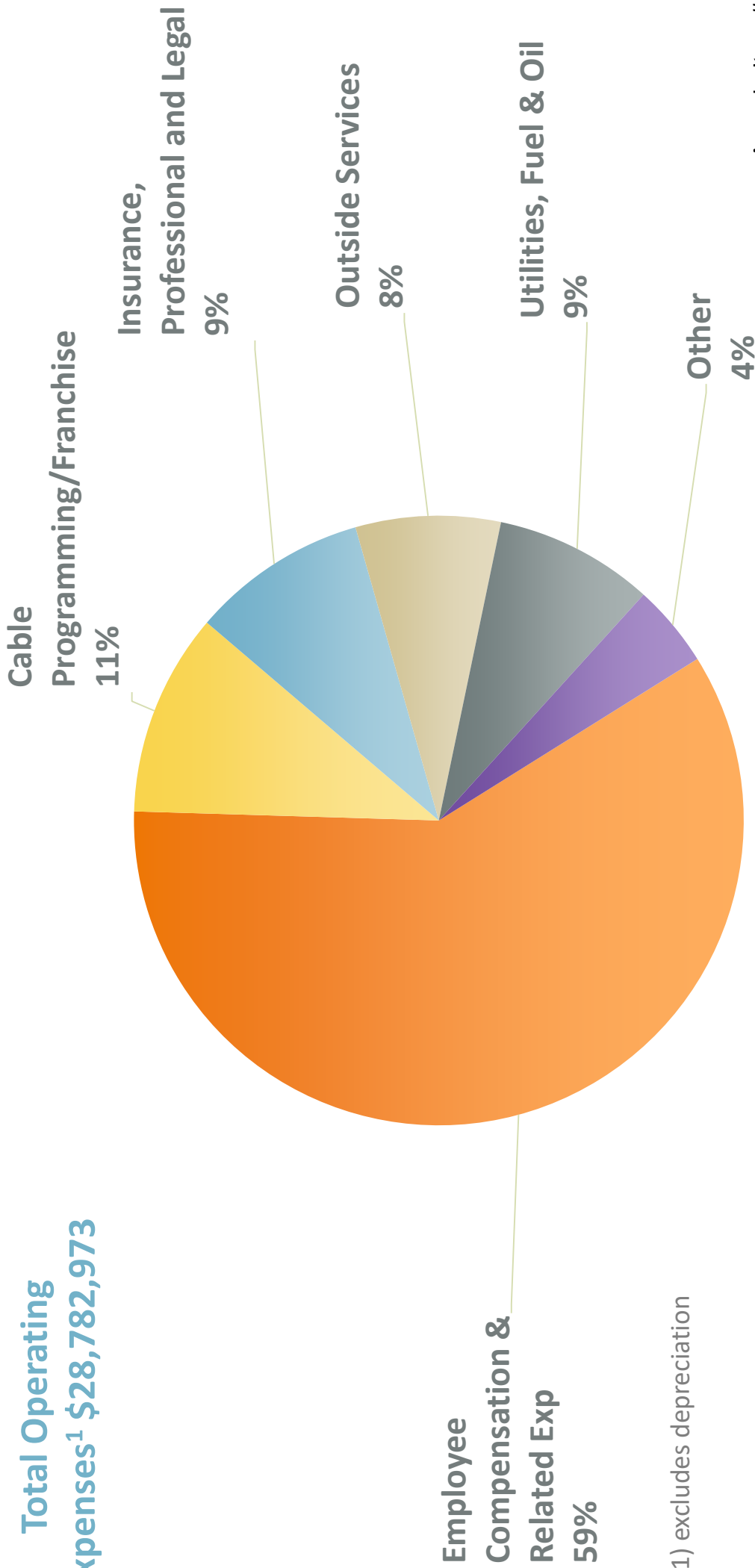


# GRF Financial Report

As of August 31, 2024



**Total Operating Expenses<sup>1</sup> \$28,782,973**



1) excludes depreciation

# GRF Financial Report

As of August 31, 2024



RESERVE FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment Fund	\$7,150	\$7,590	(\$440)
Facilities Fund	\$18,562	\$4,199	\$14,363
Trust Facilities Fee Fund	\$19,418	\$0	\$19,418
TOTAL	\$45,130	\$11,789	\$33,341
RESTRICTED FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Contingency Fund	\$2,816	\$43	\$2,773

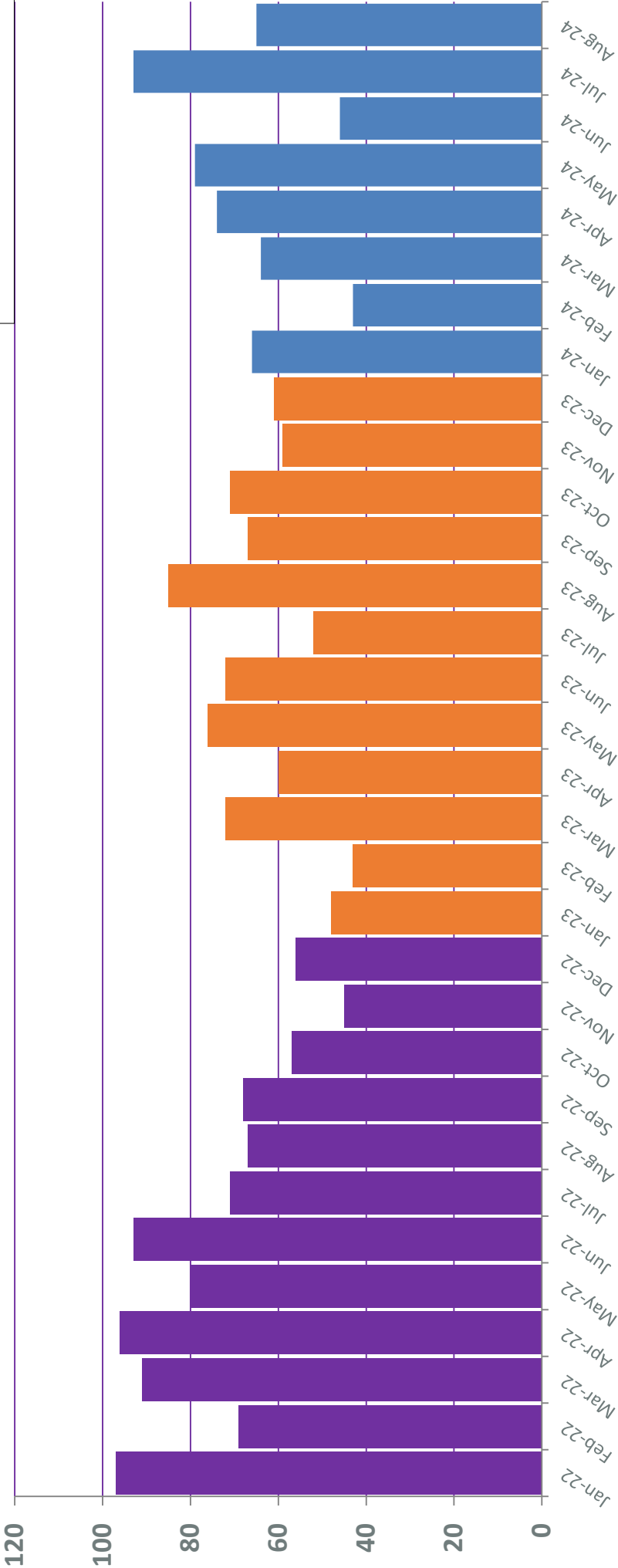


# GRF Financial Report

As of August 31, 2024

## Resale History — Consolidated

	NO. OF RESALES	AVG. RESALE PRICE
YTD 2022	663	\$414,156
YTD 2023	508	\$418,532
YTD 2024	533	\$478,941



# GRF Financial Report

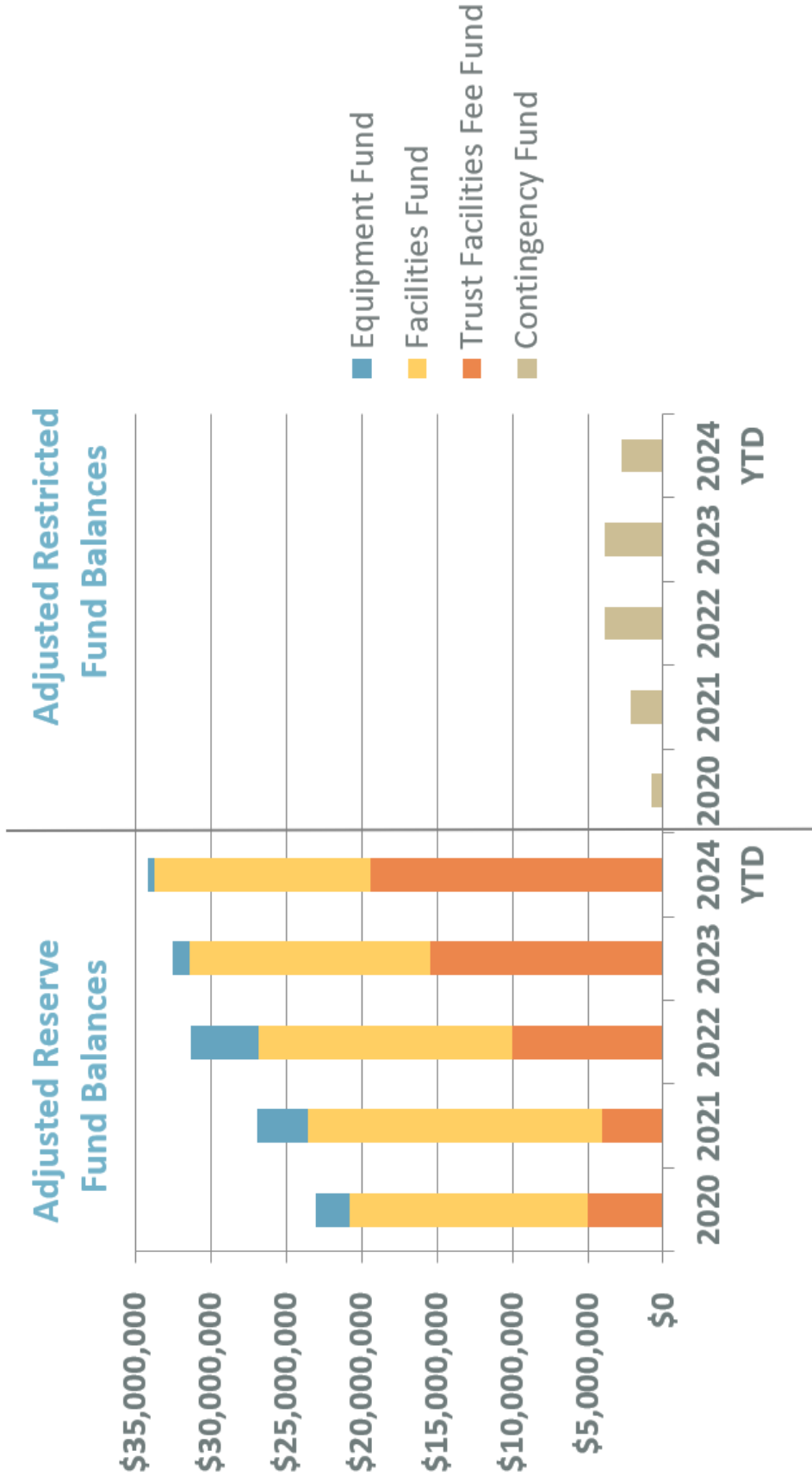
As of August 31, 2024



FUND ENCUMBRANCES (in thousands)					
	RESERVE FUNDS (EQF + FCF)		RESTRICTED FUND (CNF)		
Categories	Total Appropriations	Remaining Encumbrance	Total Appropriations	Remaining Encumbrance	
Aquatics & Fitness	254	142	0	0	
Broadband	650	237	0	0	
Clubhouses	3,101	288	0	0	
Computers	5,045	1,325	0	0	
Equestrian Center	54	54	0	0	
Garden Centers	50	50	0	0	
Golf Facilities	926	426	0	0	
Grounds & Miscellaneous	3,946	1,377	0	0	
Other Equipment	30	0	0	0	
Other GRF Facilities	10,867	9,781	47	0	
Paving & Pavers	784	784	0	0	
Roofing Projects	48	28	0	0	
Security	49	14	0	0	
Vehicles	3,956	2,040	0	0	
TOTAL	29,758	16,597	\$47	\$0	

# GRF Financial Report

As of August 31, 2024



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FINANCE COMMITTEE MEETING  
REPORT OF THE REGULAR OPEN SESSION

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

**DIRECTORS PRESENT:** William Cowen – Chair, Martin Roza, Mickie Choi Hoe, Sue Stephens (Alternate), Donna Rane-Szostak

**DIRECTORS ABSENT:** Nathaniel Lewis, Thomas Tuning (Excused), Moon Yun, Brad Rinehart

**ADVISORS PRESENT:** None.

**STAFF PRESENT:** Steve Hormuth, Jose Campos, Jennifer murphy, Alison Giglio, Laura Cobarrubiaz, Erika Hernandez, Blake Lefante, Ada Sigler, Karina Vargas

**OTHERS PRESENT:**

VMS – Kathryn Bravata,  
GRF – Juanita Skillman, James Hopkins, Yvonne Horton  
United – Georgiana Willis, Ellen Leonard, Nancy Carlson, Maggie Blackwell

**Call to Order**

Director William Cowen, chaired and called the meeting to order at 1:33 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 for July 29, 2024**

Director Rane-Szostak made a motion to approve the committee report as presented. Director Choi Hoe seconded. Hearing no objections, the report was approved by consensus.

**Chair's Remarks**

Director Cowen expressed his gratitude to staff for all their hard work.

### **Member Comments (Items Not on the Agenda)**

A resident asked about the 2024 budget, the number of financial statements across all mutual highlighting the Towers and VMS. She also inquired why other banking options hadn't been explored and if the franchise fee paid to the city had been reviewed. Staff explained that the 2024 Budget is located on page 3 of the Green book, available online for residents. This years Budget was set at \$122 million. Staff further clarified that there are three financial statements, one each for GRF, United, Third, while the Towers finances are handled by a separate management company. VMS Financials mainly cover payroll for all three organizations. Regarding the banking option, the current choice was made for its strong security feature. Staff informed that at this time the franchise fee contract is currently in the middle of its five-year contract.

A member asked to clarify the administrative fee located under the recreation department. Staff informed that they are unable to provide price breakdown for certain positions in an open session however the financial statements are located in the Greenbook for each of those facilities, under employee compensation.

A member inquired on what the shared cost under the administrative fee entail, Staff stated that the fees she is referring to is for the administrative offices.

### **Department Head Update**

Steve Hormuth, Director of Financial Services, reported favorable financial highlights for period ending in July 31, 2024 He also noted that the final version of the 2025 Business Plan will be presented to the Board for approval on September 3, following the televised version 3 review that occurred on August 5.

### **Preliminary Financial Statements dated July 31, 2024**

The committee reviewed the financial statements dated July 31, 2024. Questions were addressed and noted by staff.

### **Equestrian Center Cost Analysis**

Steve Hormuth, Director of Financial Services, presented a staff report on expenses associated with the Equestrian Center. The report detailed the annual budget having increased by \$232K from 2023 to 2024. The last fee review was in March 2023 under the resolution 09-23-46, a subsequent meeting will be scheduled to recommend adjustments to the fees. Staff provided an oral presentation in response to some member inquiries.

### **Investment Advisory Services**

Staff provided an oral update recommending the Committee evaluate the current investment advisor. Director Cowen agreed to the recommendation. No further action needed.

### **Endorsement from Standing Committees**

Community Activities Committee- Director of Recreation and Special Events, Alison Giglio presented a staff report recommending that the Board of Directors approve a supplemental appropriation from the Facilities Fund in the amount of \$45,000. This funding would be allocated for a feasibility study to develop and review options for building a new pickleball facility.

Jeanne Costello, member of the Pickleball Club, presented a proposal to inform staff and members of the rising need for a new pickleball facility. The presentation detailed how the current pickleball courts can only accommodate a certain volume of members at a time with the demand for play times steadily increasing with its rising popularity.

Director Choi Hoe moved to endorse staff recommendation with an amended amount of up to 45K for the Pickleball Feasibility Study. Director Rane-Szostak seconded. Discussion ensued. Director Cowen proposed amending the resolution proposed to specify the funds be used to develop and review options for providing appropriate pickleball facilities instead of options for building a new pickleball facility. Director Choi Hoe accepted the friendly amendment. The motion passed with a 4-1 vote to be presented at the following Board meeting.

### **Future Agenda Items**

- RV Fee Recommendations

### **Committee Member Comments**

None.

### **Date of Next Meeting**

Wednesday, October 16, 2024 at 1:30 p.m.

### **Recess to Closed Session**

The meeting recessed to closed session at 3:47 p.m.

*William Cowen*

William Cowen (Sep 13, 2024 21:11 PDT)

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William Cowen, Chair

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## **OPEN MEETING**

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

Thursday, September 12, 2024 – 1:30 p.m.  
Board Room/Virtual Meeting

**MEMBERS PRESENT:** Cush Bhada, Acting Chair, Joan Milliman, Reza Karimi, Sue Quam, Ellen Leonard, S.K. Park, Dennis Boudreau, Elsie Addington

**MEMBERS ABSENT:** Ajit Gidwani, Peter Sanborn

**OTHERS PRESENT:** Juanita Skillman, Martin Roza

**STAFF PRESENT:** Alison Giglio, Jennifer Murphy, Tom McCray, Jackie Chioni, Laura Cooley, Ada Sigler, Jose Campos, Blake Lefante

#### **Call to Order**

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

#### **Acknowledgement of Media**

There was no press present.

#### **Approval of Agenda**

Director Karimi made a motion to approve the agenda. Director Park seconded.

Motion passed unanimously.

#### **Approval of Committee Report for August 8, 2024**

Director Karimi made a motion to approve the report. Director Park seconded.

Motion passed unanimously.

#### **Chair's Remarks**

Acting Chair Bhada wished all well after the very hot weather and to those experiencing loss from the Airport fire. He acknowledged the previous CAC chair, Yvonne Horton, for her hard work and achievements and would like to keep the wheels in motion. Acting Chair Bhada attended the 60<sup>th</sup> anniversary event and thanked staff for their hard work and Memorial Care for their support of the event both of which made the event very successful.

## Report of the Recreation and Special Events Director

Ms. Giglio stated the request from the Table Tennis Club to donate funding to install id card readers on the third floor was determined not feasible after presenting with the actual amount it would cost to the Table Tennis Club president, thus the Table Tennis Club requested to remove the item from the agenda; the installation of the id card readers for the table tennis room will be added to the 2026 capital reserve items for consideration.

Ms. Giglio reported the following Clubhouse 1 renovation update: staff is excited to announce the opening of Clubhouse 1 on Monday, September 16; Recreation staff has been contacting all rental and user groups to discuss details of transitioning back to Clubhouse 1 but due to the number of groups, please wait to be contacted by staff; the following amenities are expected to be open on September 16: Pool 1, Clubhouse 1 Fitness Center, drop-in lounge and game room; Transportation will move the hub back to the normal location in front of the clubhouse; gymnasium, archery and shuffleboard groups will be contacted directly regarding scheduled hours of use and operating hours; please note that all amenities are subject to intermittent closures and delays as projects are completed and staff works through new technology and equipment.

Ms. Giglio reported the following Recreation Department highlights: Clubhouse 2 hosted the 60<sup>th</sup> anniversary event with over 500 in attendance visiting many community service tables and included Memorial Care sponsoring with free ice cream, giveaways and free yoga classes; the new ceramic tech at Clubhouse 4 started on September 4; new fitness room signage was posted at Clubhouse 5 to better describe room use; Clubhouse 5 received a fresh coat of paint; the Italian Buffet had 137 attendees; the HVAC at Clubhouse 7 is not operational and staff is working diligently to keep the facility cool while repairs and full replacement are being completed; misters were installed to keep the horse stalls cool and were well appreciated during the extreme heat wave this past week; two equine evacuees from the Airport fire were received on September 9 and were able to return to their homes on September 11; the Equestrian Center may take up to four evacuated horses safely without impacting our resident boarded horses; Library volunteers worked 780 hours to support 2,296 visitors in August which is more visitors expected during the parking lot construction and building painting that did not interfere with patrons' ability to enjoy the library.

Ms. Giglio reported the following GRF board meeting update: approval of a share cost percentage of 65/35 percent for golf costs recovery through an increase of golf fees will go on 28-day hold to be reviewed at GRF next month; the resident request to have a 90<sup>th</sup> birthday party in the Community Center third floor room in December was approved.

Ms. Murphy stated the following: the free Monday movie at the Performing Arts Center, *The Boys in the Boat*, will be held on September 16 at 2 and 7 p.m.; the AARP Smart Drivers course refresher will be held at Clubhouse 2 on September 21 at 8:30 a.m.; Clubhouse 5

will host the steak dinner on September 23 at 5 p.m.; the Equestrian Center will host A Taste of Country on October 5, 4 to 7 p.m.; the Performing Arts Center will host Micky Dolenz of the Monkees on October 11 at 7:30 p.m.; the fall Village Bazaar will be hosted at Clubhouse 5 on October 26, 10 a.m. to 2 p.m. in the main lounge; the annual Arts & Crafts Bonanza will be held at Clubhouse 4 on November 2, 9 a.m. to 4 p.m. and November 3, 10 a.m. to 3 p.m.

Mr. McCray stated the following: fall aerification is underway to ensure golf greens remain healthy; rotating closures to minimize interruption of play will occur to complete general maintenance; the golf orientation program is ongoing and is very productive; staff is inquiring with Village TV to record the golf orientation program so those that cannot attend remain informed; fitting days are going well, but sales are slowing so staff is reviewing marketing to boost sales; the Par 3 course will have migratory water fowl returning so staff is looking at innovative ways to mitigate the influx of these birds; the Garden Center compliance system is working well; staff is contacting those on wait list for the three unkept plots available; the Garden Center maintenance vendor is doing well, but the Landscape Department will assist with Garden Center general and emergency maintenance going forward in 2025; staff is discussing the use of feral cats in the Garden Centers; Mr. Quan and Mr. McCray are meeting with Clubhouse 1 mini-gym users to create a balanced schedule.

Discussion ensued.

### **Member Comments (Items Not on the Agenda)**

Members were called to speak regarding the following: California Club rollover exception request; id card readers in all facilities to ensure more accurate utilization; change in television programming in the Community Center Fitness Center; inquiry if badminton and volleyball will return to gym on Monday and tennis court resurfacing scheduling; signs stated Laguna Woods Fitness and should be Laguna Woods Village Fitness; tennis facility operations, budget and utilization; staff time allowed for response to resident inquires.

Discussion ensued.

Staff was directed to present the California Club request as a staff report at the next CAC meeting on October 10, 2024.

Staff was directed to review the Community Center Fitness Center television programming. Staff was directed to assist the resident with process of obtaining utilization for tennis.

### **CONSENT**

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

Ms. Sigler stated the quarterly review of the financial statement.

Discussion ensued.

Motion passed unanimously.

## **REPORTS**

**Recreation Supervisor Introduction**– Laura Cooley, Performing Arts Center Supervisor, introduced herself while stating her Laguna Woods Village work history and celebrating 35 years of being a staff member.

## **ITEMS FOR DISCUSSION AND CONSIDERATION**

**Review of Pool 5 Extended Operating Hour for October 2024** – Ms. Giglio stated the staff recommendation to review and recommend extending Pool 5 operating hours from 6 p.m. to 7 p.m. in October.

Director Leonard made a motion to recommend extending Pool 5 operating hours from 6 p.m. to 7 p.m. in October. Director Milliman seconded.

Discussion ensued.

Motion passed 4-1-1. Director Quam opposed and Director Karimi abstained.

## **ITEMS FOR FUTURE AGENDAS**

Discussion ensued regarding exceptions and Recreation policy review which was directed to be continued when the Recreation Policy Review item will be brought forth.

**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 bring this item to the next CAC meeting.

## **CONCLUDING BUSINESS**

### **Committee Member Comments**

Director Leonard stated good job.

Director Quam stated thanked Acting Chair Bhada you for stepping in and doing a good job.

**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, October 10, 2024.

**Adjournment**

There being no further business, the Acting Chair adjourned the meeting at 3:13 p.m.

*Cush Bhada*  
Cush Bhada, Acting Chair

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**OPEN MEETING**

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION  
LANDSCAPE COMMITTEE  
WEDNESDAY, August 14, 2024 – 1:30 P.M.  
BOARD ROOM / VIRTUAL MEETING  
Laguna Woods Village Community Center  
24351 El Toro Road**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Chair – Cush Bhada, Donna Rane-Szostak, S.K. Park, Reza Karimi, Anthony Liberatore, Glenn Miller, Maggie Blackwell (substitute)

**COMMITTEE MEMBERS ABSENT:** Sue Quam

**OTHERS PRESENT:** Juanita Skillman (zoom)

**STAFF PRESENT:** Kurt Wiemann, Megan Feliz

**1. Call Meeting to Order**

Chair Bhada called the meeting to order at 1:33 p.m.

**2. Acknowledgment of Media**

No formal press was present.

**3. Approval of the Agenda**

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

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

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

**5. Chair Remarks**

Chair Bhada acknowledged it was a lovely day. He passed his time over to Director Szostak; she updated everyone on the ETWD Community Advisory Group meeting she attended.

**6. Guest Speaker- Matt Davenport, Monarch Environmental Inc.**

Mr. Wiemann introduced Mr. Davenport and explained how the landscape performance review started. Mr. Davenport gave a brief overview of his background and the review he is conducting. Questions were asked and answered.

**7. Department Head Update**

**a. CH 6 Update**

Mr. Wiemann informed the committee that the staff had begun turf reduction on the slope by CH 6. It is a steep slope that the mower slides down when being mowed. This project is being completed for safety, it will be going full force over the next few weeks. Mr. Wiemann let the committee know they are refurbishing the front as well, to present a new look.

**b. Aliso Creek Report**

Mr. Wiemann notified everyone that the creek permit was expiring. The staff has already stated that they are working on a new license, which is pending. The clean-up was completed on Friday, and Mr. Wiemann will bring the report to the next meeting.

**c. Charging Wall Update**

Mr. Wiemann presented a PowerPoint presentation on the finished charging station. Questions were asked and answered.

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

- Member commented about moving the Willow trees by Aliso Creek and meeting report reflecting member comments.
- A member commented about the Willow trees blocking the creek view, the change in the material of the Aliso Creek bridge, and the creek needing heavier clean-up.
- A member commented on east end of the bridge and Weeping Willow, how the grass has become dead, the weeds are overgrowing, and how often the creek is cleaned up.
- A member commented on who is responsible for the landscape at the post office annex in the CH3 parking lot, asked the committee if they check the building, and asked the committee to give the landscape a grade for quality.
- A member commented that the landscape is dying at CH 1 and asked who is feeding the koi fish.
- A member commented, asking questions about Aliso Creek supervision period and the recurrence of the permits.

**9. Response to Member's Comments**

Mr. Wiemann responded to the member's comments.



Items for Discussion and Consideration

**10. Concept Entry Gate Design**

Mr. Wiemann presented the concept drawing to the committee and apologized as some arrived late yesterday. He asked the committee to take them home and review them. If they have any comments or suggestions, please email Mrs. Feliz no later than Monday, August 19, 2024. Mr. Wiemann stated that the staff has already rejected the lantana, and the designer will go with a different plant.

Future Agenda Items:

- Aliso Creek Summary

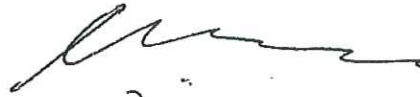
Concluding Business:

**11. Committee Member Comments**

Various committee comments made.

**12. Date of Next Meeting – Wednesday, November 13 at 2:30 p.m.**

**13. Adjournment at 3:00 p.m.**



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Cush Bhada, Chair

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

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**SPECIAL OPEN SESSION**

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

**Wednesday, September 19, 2024 – 3:30 p.m.  
24351 El Toro Road, Laguna Woods, CA 92637  
Board Room and Virtual with Zoom**

**REPORT**

**MEMBERS PRESENT:** Juanita Skillman – Chair, Gan Mukhopadhyay, Steve Leonard, Thomas Tuning, Reza Karimi, Sue Stephens

**MEMBERS ABSENT:** Mickie Choi Hoe, Brad Rinehart

**OTHERS PRESENT:** **GRF:** Martin Roza, Joan Milliman, Donna Rane-Szostak, Steve Leonard  
**United:** Georgiana Willis  
**Advisors:** Bill Walsh, Ajit Gidwani

**STAFF PRESENT:** Guy West – Staff Officer & Projects Division Manager,  
Manuel Gomez – Maintenance & Construction Director,  
Drew Anastasio – Senior Clubhouse Technician, Heather Ziemba – Projects Administrative Coordinator

**1. Call to Order**

Chair Skillman called the meeting to order at 3:32 p.m.

**2. Acknowledgement of Media**

Chair Skillman noted that no media was present.

**3. Approval of the Agenda**

A motion was made and duly seconded to approve the agenda as written.

**4. Chair's Remarks**

Chair Skillman commented on the information to be presented in the meeting.

**5. Department Head Update**

None.

## **6. Member Comments**

A member commented on the potential closure dates of the PAC Theater.

### Consent:

None

### Items for Discussion and Consideration:

## **7. PAC Sound System**

Mr. West discussed the staff report and provided a presentation to show the scope of work for this project. Discussion ensued. Mr. West and Mr. Gomez answered questions from the committee. Mr. Anastasio answered technical questions from staff and the committee. Member comments were heard.

### Concluding Business:

## **8. Committee Member Comments**

No committee member comments.

## **9. Date of Next Meeting: Wednesday, October 9, 2024 at 9:30 a.m.**

## **10. Recess – The meeting was recessed at 4:31 p.m.**

*DRAFT*

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Juanita Skillman, Chair

Juanita Skillman, Chair  
Guy West, Staff Officer  
Telephone: 949-597-4625



## **OPEN MEETING**

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

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

#### **REPORT**

**Members Present:** Chair Joan Milliman; Directors Maggie Blackwell, Cris Prince, Peter Sanborn, Juanita Skillman, Georgiana Willis (arrived 1:37 p.m.); Alternates Donna Rane-Szostak, Moon Yun; Advisors Catherine Brians, Carmen Pacella (left 2:27 p.m.), Lucy Parker

**Members Absent:** Director James Cook (excused), Advisors Theresa Frost (excused), Tom Nash (excused)

**Others Present:** Third - Mark Laws; Richard Rader, William Hite; Urban Insight - Project Lead Ben Upham, Project Manager Nikita Aidasani, Creative Director Nick Dota

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

#### **1. Call to Order**

The meeting was called to order at 1:32 p.m., and a quorum was established by Chair Milliman.

#### **2. Acknowledgement of Media**

None present.

#### **3. Approval of Agenda**

Approved by unanimous consent.

#### **4. Approval of Report for April 15, 2024**

Approved by unanimous consent.

#### **5. Chair's Remarks**

Chair Milliman welcomed the committee and recommended reading the May/June and July/August editions of the Village Breeze.

## **6. Member Comments**

There were no member comments.

### **Items for Discussion**

## **7. Urban Insight Website Presentation – Chuck Holland**

Mr. Holland introduced a presentation by representatives from Urban Insight, the contractor developing the new community website.

Mr. Upham introduced himself and the other Urban Insight presenters.

Ms. Aidasani discussed insights gained from interviewing residents and potential residents for the user experience and usability evaluation summaries.

Mr. Dota showed wireframes, designs and color palettes for the website homepage and landing pages and demonstrated prototypes of how the website will look on a laptop and a mobile device.

Mr. Upham discussed development updates, content migration and search function improvements, and gave a tour of the website. He stated that the website is built in WordPress and hosted by Pantheon.

Mr. Holland discussed single sign-on technology for document access.

Committee questions and discussions that ensued included:

- Searching documents using filtered searches
- Requesting archived records dated prior to 2017
- Searching for real estate listings on the Sales and Leasing landing page
- Linking to the Towers website
- ADA compliance
- Homepage photography and videos
- Budget that had been previously allocated for website development
- Single sign-on feature
- Language translation
- Defining the difference between a condo and co-op
- Estimated completion date of early October

Director Laws further discussed resident log-in and records requests, and volunteered to be a tester for the website.

Mr. Rader commended the work done and suggested the website be used for communication between the boards and the community, including resolutions on 28-day notice. Discussion ensued.

## **8. Media and Communications Report – Ellyce Rothrock**

Ms. Rothrock highlighted from the Media and Communications Activities Report:

- Daily website and Facebook updates
- Jobs tracked through Trello
- The Village Breeze adding cover blurbs for the first time
- Two employee newsletters distributed
- Weekly “What’s Up in the Village” email blasts
- Weekly press releases sent to the Globe
- GRF and mutual presidents’ email messages
- Connections and Pathways flyer
- Resident Services trifold brochure
- Lowest and highest open rates above standard across all industries
- Attendance for the new resident orientations
- Surveys for VMS and United boards
- Tasking for Village 60th-anniversary event

Ms. Rothrock also discussed working with the former docents on a new presentation format for prospective, new and existing residents.

Director Blackwell asked what the Contacts column on the iContact Report represents. Ms. Rothrock explained that column represents our various email subscriber lists maintained in iContact.

Mr. Rader highlighted the Connections and Pathways flyer listing 15 ways to get in touch with Village boards and management.

Director Yun asked whether iContact is used for email addresses only. Ms. Rothrock confirmed. Discussion ensued about the subscriber lists.

Mr. Hite offered a suggestion for grandparents to enjoy a Saturday matinee with their grandchildren and offered to print out a list of DVD movies in his possession. He also asked about a MeTV cartoon channel. Ms. Rothrock said she would forward his information to Village Television for follow-up. Discussion ensued.

### **Items for Future Agendas**

None

### **Concluding Business**

#### **Committee Member Comments**

Advisor Brians and Advisor Parker said it was a very good meeting.

Director Sanborn suggested a website update meeting before the next regular meeting date. Chair Milliman agreed the committee might need to call a special meeting.

Director Blackwell suggested announcing that children's movies are available on DVD at the Village Library for residents to check out.

Director Milliman reminded the committee about a suggestion to include GRF in the new resident orientations. She asked about updating the website and commended the Village Breeze and all the work the staff does. She discussed getting the word out about the Village Library, which offers materials in nine different languages.

Ms. Rothrock said she would be happy to work up an announcement for "What's Up in the Village." The Village Library brochure is included in the handouts at the new resident orientations. Discussion ensued.

Ms. McCracken thanked everyone for their input.

Director Rand-Szostak thanked Chuck Holland, the team and Urban Insight for their work on the website.

Chair Milliman thanked everyone for their efforts.

**Date of Next Meeting – Monday, October 21, 2024, at 1:30 p.m.**

### **Adjournment**

Chair Milliman adjourned the meeting at 3:24 p.m.

*p.p. Joan Milliman / SLM*  
Joan Milliman, Chair  
Media and Communications Committee



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

**Wednesday, August 07, 2024 – 1:30 p.m.**  
**Laguna Woods Village Community Center Board Room**  
**24351 El Toro Road, Laguna Woods, CA 92637**

**MEMBERS PRESENT:** Steve Leonard Chair, Cush Bhada, Alison Bok,  
Nancy Carlson, SK Park, Juanita Skillman,  
Sue Stephens, Moon Yun, Vashti Williams (Advisor)

**OTHERS PRESENT:**

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

**1. Call to Order**

Chair Skillman 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 May 15, 2024**

The meeting report for May 15, 2024, was unanimously approved as written.

**5. Chair's Remarks**

Chair Steve Leonard introduced himself as the new chair of the Mobility and Vehicles Committee. He thanked everyone for the opportunity and gave a short background on the many committees he has worked with.

**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 the upcoming Transportation pop-up booth.

- Director Bok asked about the definition of trips by route, the cost per user and per trip for the fixed route service, and whether the paratransit program is subsidized. Mr. Carroll explained and promised to address these topics in the following agenda item. Director Bok also inquired about potential subsidies for the paratransit program.
- Director Carlson said that the program being mentioned is an advantage program for people who get Medicare; it is delivered through insurance companies
- Director Skillman inquired about whether an individual had applied for transportation coverage. Do we need to keep track of the ridership to bill Medicare? Director Carlson mentioned that this is solely between the individual and the insurance. This is nothing the village has to do from an accounting standpoint

A brief discussion followed between the committee.

### **Items for Discussion**

#### **9. Transportation Budget by Program – Presentation**

Mr. Carroll gave a presentation on the transportation budget by program. He reviewed the cost per program per manor per month and covered the benefits of our Transportation system. A discussion followed about other transportation possibilities.

### **Items for Future Agendas**

None

### **Concluding Business:**

**Committee Member Comments** - None

**Date of Next Meeting – Wednesday, November 6, 2024, at 1:30 p.m.**

**Adjournment** - The meeting was adjourned at 2:58 p.m.

**DRAFT**

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Steve Leonard, Chair

Steve Leonard, Chair  
Robert Carroll, Staff Officer  
Telephone: 949-597-4242



**OPEN MEETING**

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

**Wednesday, August 28, 2024 - 1:30 P.M.  
24351 El Toro Road, Laguna Woods, CA 92637  
Board Room/Virtual Meeting**

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Directors Present: Chair: Juanita Skillman, Maggie Blackwell, Nancy Carlson, Reza Karimi, S.K. Park, Sue Stephens

Directors Absent: Donna Rane- Szotak

Staff Present: Carmen Aguilar, Roger Cowdrey, Aaron Kennedy, Alycia Magnuson, Eric Nuñez,

Others Present: None

**1. Call to Order**

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

**2. Acknowledgment of Press**

There was no media present.

**3. Approval of the Agenda**

Chair Skillman requested an approval of the agenda August 28, 2024

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

**4. Approval of the Meeting Report**

There being no objections, the meeting minutes of June 26, 2024, were approved with pending correction by unanimous consent.

**5. Chair's Remarks**

Chair Skillman spoke on the following items:

- Expressed this meeting is important it represents a culmination of two years of work on the Vehicle, Traffic and Parking Rules. She would like to thank staff for reviewing updating and reformatting. This was also added to the GRF meeting on Tuesday, September 3, 2024 at 9:30 a.m.

**6. Members' Comments**

- Member suggested to have a sign posted on Calle Azul that says something like

**"SLOW DOWN, BLIND CURVE"** or simply **"SLOW"**.

- Member commented on the steps on curbs at Clubhouse one they seem more like a drop.
- Member suggested a crosswalk at the Serpentine Trail. Also, suggested speed bumps be installed at Sevilla.
- Member made comments on Estate Sale fees were not readily available. Company hosting the Estate Sale had over 100+ prospects in the community. member was concern about security presence.
- Member made a request to publish more descriptive criminal statistics by building. Unfortunately, due to privacy measures we can provide statistics on specific buildings. The information can be requested with the Orange County Sheriff's Department.
- Member made comment on S-Code 0714 Unpermitted Electric Plug-In (EV) concern vehicles are charging without paying for permit. The cost for E- charge is \$240.00 for vehicles and Golf cart E-charge is \$120.00. The member was requesting security to monitor these illegal EV charging.

### **Reports:**

#### **7. Update on Jacob and Green and Associates**

Chief Nuñez commented on the following:

- Mr. Simmons from Jacob Green and Associates was at the DPTF meeting on Tuesday, July 30, 2024 at 9:30 a.m. where he shared the GAP analysis for Laguna Woods Village. The GAP analysis will move forward not suggestions or objections were given by directors. The final version will be presented at the DPTF meeting on September 24, 2024 at 9:30 a.m. and also at the next SCAC meeting held on Wednesday, October 23, 2024 at 1:30 pm in the board room.

#### **8. Security Statistics Update**

The following security statistics updates were discussed:

- RV Lot
  - We currently have no waiting list.
  - Price increase is in the future agenda for the Finance Committee.
  - We currently have 5 prospects.
- Notice of Violations
  - The stats continue to show S-Code 0610 (FAILURE TO OBEY STOP SIGN) - is 49% of all the citations written.
- Orange County Sheriff Department
  - Total of 16 violations in the community the information was obtained via
  - Phase 4 and 5 did not have any crimes reported at this time.
  - The information was collected on [www.occrimemapping.com](http://www.occrimemapping.com)
- Compliance Notice of Violation stats
  - Had a total of 843 citation with delinquencies being the highest.
- Self-Initiated Supervisor Foot Patrol
  - Light request makes 32% of the foot patrol. Our Supervisors are making sure the lights are working properly during the night in breezeways, and around the community.
  - 44% is made up of maintenance request

- Social Services
  - An average of 20 deaths per month and an average of 22 calls for per day for OCFA coming into the community.

## **9. Bike Thefts**

- There have been a total of 45 bikes and E-bikes stolen in the community nine of them have been recovered. There was an arrest made by Orange County Sherriff's Department regarding these thefts.
- We want to reiterate it is important to register bikes with Security this way if there is a theft we have documentations / pictures to give to the Orange County Sheriff's Department.

## **10. Noteworthy incidents-**

- On Sunday, August 18, 2024 Officer Garret Pipkin saw a male Hispanic lying on the grass in front of MANOR662. The subject had a green Schwinn trike in his possession. Orange County Sheriff's Department was called out to the scene. The subject was arrested for CPC 496 possession of stolen property. Officer Pipkin transported the trike to the Aliso Viejo sub-station to be booked as evidence.

## **Items for Discussion and Consideration**

### **11. Smart I.D.**

- Discussed the I.D. has magnetic strip that lets some residents into amenities around the community some TAP or swipe and some simple don't work due to the age of the card. The technology and the investment in new card would need further investigation. This project needs to keep moving. It is an important issue and there is a discussion with the IT department. There is some restriction to certain areas in the community. Example Garden Center there are plots for lease and residents have access if they are leasing

### **12. A publication reminder that all vehicles MUST have an RFID**

- Director Stephens made a motion to request VMS to develop a proposal and a schedule to implement and enforce the following Resolution 90-19-56 director Carlson seconded.
- Publication should be on all communication platforms that it is mandatory to have an RFID. As of today, the rule is not strictly enforced with 10% of the vehicles not having RFID.
- Resident Services should not be registering vehicles without RFID.

### **13. Traffic Fees Recommendation-**

- Steve Hormuth, Director of Financial Services, presented a staff report recommending the approval of the proposed Schedule of Traffic Monetary Penalties to be effective January 1, 2025. The change aims to enhance adherence to traffic and parking regulations and reduce the frequency of

violations.

Director Stephens made a motion to accept the proposed Schedule of Traffic Monetary Penalties with an effective date of January 1, 2025. Directors Skillman and Carlson seconded. Discussion ensued.

By a vote of 5-1, the motion passed (Director Karimi abstained, Director Rane-Szostak was not present for the vote).

#### **14. Vehicle, Traffic and Parking Rules-**

- On August 28, 2024, Eric Nuñez, Director of the Security Services Department, presented a staff report recommending the approval of the Vehicle, Traffic and Parking Rules and regulations within Laguna Woods Village. These amendments will accommodate the advancements in technology, policies and laws associated within California and Laguna Woods Village to aide in the efficiency of service levels and enforcement.

Director Park made a motion to accept and move forward with the staff recommended Vehicle, Traffic and Parking Rules to be presented at the following Golden Rain Foundation Board meeting held on September 3, 2024. Director Karimi seconded. Discussion ensued. Director Skillman asked for the question.

By unanimous vote, the motion passed (Director Rane-Szostak was not present for the vote).

#### **Items for Future Agendas:**

##### **15. To Be Determined**


#### **Items for Future Agendas:**

##### **16. Committee Member Comments**

- Director Stephens apologized to director Leonard regarding his time being cut short. The allowed time for speakers to speak is three minutes.

17. The next meeting will be held both in the board room and virtually via the zoom platform at 1:30 p.m. on Wednesday, October 23, 2024.

18. Adjournment 4:04 p.m.

  
Juanita Skillman (Sep 3, 2024 21:05 PDT)

Juanita Skillman, Chair  
Security and Community Access  
Committee



**OPEN MEETING**

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

**Tuesday, July 30, 2024 - 9:30 A.M.  
24351 El Toro Road, Laguna Woods, CA 92637  
Board Room/Virtual Meeting**

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Directors Present: Rick Kopps, Moon Yun, Gan Mukhopadhyay, S.K. Park, Juanita Skillman, Sue Stephens, Donna Rane-Szostak, Georgina Willis

Directors Absent: Anthony Liberatore

Staff Present: Eric Nuñez, Dan Lurie, Carmen Aguilar, Alycia Magnuson

Others Present: None

**1. Call to Order**

Chair Eric Nuñez called the meeting to order at 9:32 a.m.

**2. Acknowledgment of Press**

There was no media present.

**3. Approval of the Agenda**

Chair Eric Nuñez requested an approval of the agenda.

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

**4. Approval of the Meeting Report**

There being no objections, the meeting minutes of May 28, 2024, were approved by unanimous consent.

**5. Co-Chair's Remarks**

Co-Chair Director Skillman spoke on the following items:

- Memorial Care event held on Monday, July 29 at Clubhouse 2 was good however, notification was a little late to residents.
- There were DPFT volunteer applications left for those who wish to sign up.
- There should be better communication on attendance for Radio Drill.

## **6. Members' Comments**

- A member commented on Antenna installation has taken long time.
- A member commented on residents being properly trained on disaster preparedness.
- A member suggested DPTF should have an office a least 5 days week to answer questions and to promote trainings within the community.
- A member commented on proper procedure renting a room out under a company department (no fee) example, Security Department, the proper procedure is for the resident to contact the Admin / Coordinator for that department with date, time and location of Clubhouse. This way the resident renting the room representing a department can be assisted with any question's residents may have.

## **Reports**

**7. GRF Board-** None

**8. United Board-** None

**9. Third Board-** None

**10. Towers Board-** None

**11. Pet Evacuation Sub Committee-** None

## **Items for Discussion and Consideration**

### **12. Antenna Project**

Dan Lurie informed the committee all of the approvals have been met. The equipment will be handed off to contractor, next week there is an anticipated pre-scheduled meeting with contractor and Project Manager to discuss:

- ☐ Sequence of installation
- ☐ Starting and finishing dates for each location
- ☐ Coordination needed with Projects staff for inspections or follow-up

### **13. DPTF Expo info**

The event is scheduled for Tuesday, October 8, 2024 at clubhouse 5 (tentatively from 10:00 a.m. to 1:00 p.m.)

We are currently in the organization stage with clubhouse 5 vendors, Earthquake simulator, OCSD, Memorial Care, OCSD and many more.

### **14. Jacob Green and Associates**

William Simmons Presented the DRAFT GAP Analysis to the committee requesting input. He introduced Planning Organization, Equipment, Training Exercising (POETE)



- ☐ He recommends updating the Emergency Operations Plan and Continuity of Operations Plan to outline what the community needs in an emergency.
- ☐ The current plans currently overpromise the community involvement during an emergency.
- ☐ The goal is not to duplicate City's efforts and responsibility when an emergency is presented.

#### **ITEMS FOR FUTURE AGENDAS:**

##### **15. To Be Determined**

- ☐ New draft GAP Analysis presented at the next DPTF meeting.
- ☐ An Antenna installation plan has been requested to be presented at the next DPTF meeting.

#### **Concluding Business**

##### **16. Committee Member Comments**

- Director Donna Rane-Szostak commented she is excited about all the new talent.
- Director Juanita Skillman commented her disappointment in the Radio Drill this morning.

**17.** Date of Next Meeting will be held both in the board room and virtually via the zoom platform at 9:30 A.M. Tuesday, September 24, 2024.

##### **18. Adjournment 11:25 a.m.**

Eric R. Nuñez

Eric R. Nuñez (Aug 13, 2024 15:33 PDT)

Eric R. Nuñez, Chair  
Security and Community Access  
Committee

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