

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

Tuesday, March 5, 2019 - 9:30 A.M.

Laguna Woods Village Community Center Board Room 24351 El Toro Road

NOTICE AND AGENDA

- 1. Call Meeting to Order / Establish Quorum—Beth Perak, President**
- 2. Pledge of Allegiance – Director Milliman**
- 3. Acknowledge Media**
- 4. Approval of Agenda**
- 5. Approval of Minutes of Meeting**
 - (a) February 5, 2019 – Regular Open Session Meeting
- 6. Report of Chair**
- 7. Update from VMS – Director Lisa Bender**
- 8. CEO Report**
- 9. Open Forum (Three Minutes per Speaker) - *At this time the Speakers may address the Board of Directors regarding items not on the agenda and within the jurisdiction of the Board of Directors of the Golden Rain Foundation. There is a maximum time limit of three minutes per speaker and a speaker may only address the Board once during this period. The Board reserves the right to limit the total amount of time allotted for the Open Forum.***
- 10. Responses to Open Forum Speakers**
- 11. Consent Calendar - *All matters listed under the Consent Calendar are considered routine and will be enacted by the Board by one motion in the form listed below. In the event that an item is removed from the Consent Calendar by members of the Board, such item(s) shall be the subject of further discussion and action by the Board.***
 - (a) GRF Committee Appointments Update
 - (b) Laguna Hills Memorial Day Half Marathon 10K and 5K

- (c) Entertain a Motion to Approve Supplemental Funding for EV Charging Stations at the Community Center
- (d) Consistent with its statutory obligations a subcommittee of the Board consisting of the Treasurer and at least one other board member reviewed and approved Golden Rain Foundation financials for the month of January 2019 and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.

12. Unfinished Business

- (a) Entertain a Motion to Approve a Resolution for Proposed Amendments to GRF Recreation and Special Events Department Policies and Procedures and Glossary and Mandatory Adherence **(February initial notification – 28-day notification to comply with Civil Code §4360 has been satisfied)**

13. New Business

- (a) None

14. Committee Reports - *Committee Reports can be found in their entirety at the following link: www.lagunawoodsvillage.com/residents/golden-rain-foundation/documents*

- (a) Report of the Finance Committee/Financial Reports – Director Phelps. Next meeting April 24, 2019, at 1:30 p.m. in the Board Room.
- (b) Report of the Community Activities Committee – Director Sabol Soule. Next meeting March 14, 2019, at 1:30 p.m. in the Board Room.
- (c) Report of the Maintenance & Construction Committee – Director Matson. Next meeting April 10, 2019, at 9:30 a.m. in the Board Room.
 - Report of the Performing Arts Center (PAC) Renovation Ad Hoc Committee - Director Perak. Next meeting TBA
 - Report of Village Energy Task Force – Director Moldow. Next meeting March 6, 2019, at 9:00 a.m. in the Board Room.
- (d) Report of the Media & Communications Committee – Director Milliman. Next meeting April 15, 2019, at 1:30 p.m. in the Board Room.
- (e) Report of the Mobility & Vehicles Committee – Director Gros. Next meeting April 3, 2019, at 1:30 p.m. in the Board Room.
- (f) Report of the Security & Community Access Committee – Director Tibbetts. Next meeting April 22, 2019, at 1:30 p.m. in the Board Room

- Report of the Traffic Hearings – Director Gros. Next meeting April 17, 2019, 9:00 a.m. in the Board Room & 1:00 p.m. in the Pine Room.
- Report of the Disaster Preparedness Task Force- Director Troutman. Next meeting March 26, 2019, 9:30 a.m. in the Board Room.

(g) Report of the Landscape Committee – Director Matson. Next meeting March 20, 2019, at 1:30 p.m. in the Board Room.

15. Future Agenda Items - *All matters listed under Future Agenda Items are Resolutions on 30-day public review or items for a future Board Meeting. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*

(a) None

16. Directors' Comments

17. Recess - *At this time, the Meeting will recess for lunch and reconvene to Executive Session to discuss the following matters per California Civil Code §4935.*

Closed Executive Session Agenda

Approval of Agenda

Approval of Minutes

(a) February 5, 2019 – Regular Executive Session

Discuss and Consider Member Disciplinary Matters

Discuss and Consider Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Litigation Matters

Discuss Litigation Report Summary

18. Adjournment



OPEN SESSION

**Minutes of the Regular Meeting of the Golden Rain Foundation
Tuesday, February 5, 2019, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California**

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

Directors Absent: None

Staff Present: Jeff Parker, Siobhan Foster, Eileen Paulin, Kurt Wiemann, Chris Spahr, and Whitney Thornton

Others Present: United Mutual: Juanita Skillman, Elsie Addington, Cash Achrekar, and Manual Armendariz

Third Mutual: John Frankel

Mutual 50: Ryna Rothberg

VMS: Lucy Shimon, Mary Stone, and Dick Rader

1. Call to Order

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

2. Pledge of Allegiance to the Flag

Director Matson led the meeting in the Pledge of Allegiance to the Flag.

3. Acknowledgment of Media

A representative of the Laguna Woods Globe and the Village Television Camera Crew, by way of remote cameras, were acknowledged.

4. Approval of Agenda

Director Moldow made a motion to approve the Agenda as presented. Director Phelps seconded the motion and it passed unanimously.

5. Approval of Minutes

Director Phelps made a motion to approve the minutes of January 2, 2019, as presented. The motion was seconded by Director Tibbetts and it passed unanimously.

6. Report of the Chair

President Perak welcomed new CEO Jeff Parker and gave a brief summary of his work history, commented on upcoming holidays for the month of February, expressed appreciation for residents that have good neighbor attitude, and thanked COO Siobhan Foster, Tim Moy, Resident Services, and the management team for being vigilant during the recent storms.

7. Update from VMS

Director Shimon gave an update of the VMS Board meetings for the month of January:

- Strategic planning goal progress;
- Automatic payment program;
- Automation of golf inventory;
- Utilization of website portals;
- Improvements in types of communication;
- Security measures for 2nd floor of the Community Center; and
- VMS Board's appreciation for residents and for employees;

8. CEO Report

CEO Parker addressed the GRF Board and provided details regarding his past work experience and his aspirations for Laguna Woods Village.

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

- Gate security upgrades;
- Gate access during construction;
- Appreciation for Staff responses to storm;
- 2019 Dog licensing and vaccination day; and
- Security enhancements at Community Center.

9. Open Forum (Three Minutes Per Speaker)

Members spoke on the following topics: Laguna Woods Village Foundation update, TV in CH1 Drop-in lounge, committee meetings being moved to 1st floor of the Community Center, RFID \$25 sticker fee, recycling programs in the community, appreciation for COO Siobhan Foster acting as interim CEO, traffic engineer proposal, RV lots, and the projection system at CH5.

10. Responses to Open Forum Speakers

Several Directors responded to and provided input regarding member comments.

11. Consent Calendar

- (a) GRF Committee Appointments Update

RESOLUTION 90-19-09
GRF Committee Appointments

RESOLVED February 5, 2019, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Business Planning Committee

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

Community Activities Committee

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

Finance Committee

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

Non-Voting Advisers: Greg Corigliano

Landscape Committee

Bert Moldow, Chair (GRF)
Judith Troutman, (GRF)
Jim Maston, (GRF)
Maggie Blackwell, (United)
Manuel Armendariz, (United)
Anthony Liberatore, Alternate, (United)
John Frankel, (Third)
Lynn Jarrett, (Third)
Jon Pearlstone, Alternate, (Third)
Vacant (Mutual 50)

Maintenance & Construction Committee

Jim Matson, Chair (GRF)
Richard Palmer, (GRF)
Don Tibbetts, (GRF)
John Frankel, (Third)
Bunny Carpenter, (Third)
Cush Bhada, Alternate (Third)
VACANT, Alternate (Third)
Carl Randazzo, (United)
Cash Achrekar, (United)
Sue Margolis, Alternate (United)
Ryna Rothberg, (Mutual 50)
Non-Voting Advisers: John Luebbe, Ruth Matson

Media and Communications

Joan Milliman, Chair (GRF)
Annette Sabol Soule, (GRF)
Pat English, (GRF)
Lynn Jarrett, (Third)
Roy Bruninghaus, (Third)
Jack Connelly, Alternate (Third)
Bunny Carpenter, Alternate (Third)
Maggie Blackwell, (United)
Elsie Addington, (United)
Juanita Skillman, Alternate (United)
Ryna Rothberg, (Mutual 50)

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

Mobility & Vehicles Committee

Ray Gros, Chair (GRF)
Don Tibbetts, (GRF)
Jim Matson, (GRF)
Cush Bhada, (Third)
John Frankel, (Third)
Jon Pearlstone, Alternate (Third)
Lynn Jarrett, Alternate (Third)
Elsie Addington, (United)
Andre Torng, (United)
Juanita Skillman, Alternate (United)
John Dalis, (Mutual 50)
Non-Voting Advisers: Vashti Williams, vacant (1)

PAC Renovation Ad Hoc Committee

Beth Perak, Chair (GRF)
Joan Milliman, (GRF)
Richard Palmer, (GRF)
John Frankel, (Third)
Cush Bhada, (Third)
Carl Randazzo, (United)
Sue Margolis, (United)
Juanita Skillman, Alternate (United)
Irving Waaland, (Mutual 50)
Non-Voting Advisers: Sheila Bialka

Security and Community Access

Don Tibbetts, Chair (GRF)
Ray Gros (GRF)
Pat English, (GRF)
Roy Bruninghaus, (Third)
John Frankel, (Third)
Cush Bhada, Alternate (Third)
Steve Parsons, Alternate (Third)
Reza Bastani, (United)
Carl Randazzo, (United)
Non-Voting Advisers: Larry Cunningham, Frank Tybor

Disaster Preparedness Task Force

Judith Troutman, Chair (GRF)
Roy Bruninghaus, (Third)
John Frankel, (Third)
Steve Parsons, Alternate (Third)
Jon Pearlstone, Alternate (Third)
Cash Achrekar, (United)
Reza Bastani, (United)
Gary Morrison, Alternate (United)
Inesa Nords-Leth, (Mutual 50)

Laguna Woods Village Traffic Hearings

Ray Gros, Chair (GRF)
Jack Connelly, (Third)
John Frankel, Alternate (Third)
Elsie Addington, (United)
Cash Achrekar, Alternate (United)
Board Members by Rotation (Mutual 50)

Village Energy Task Force

Bert Moldow, Chair (GRF)
Richard Palmer (GRF)
Sue Margolis (United)
Carl Randazzo (United)
John Frankel (Third)
Cush Bhada, (Third)
Board Members by Rotation (Mutual 50)
Advisers: Steve Leonard, Bill Walsh, Sue Stephens

RESOLVED FURTHER, that Resolution 90-19-01 adopted January 2, 2019, is hereby superseded and canceled; and

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

Director English made a motion to approve the consent calendar as presented. Director Milliman seconded the motion and it passed unanimously.

- (c) Consistent with its statutory obligations the Board members individually reviewed and approved Golden Rain Foundation financials for the month of November 2018 and by this vote ratified that such review be confirmed in this month's Board Member Open Session Meeting minutes.

12. Unfinished Business

- (a) Entertain a Motion to Approve a Resolution for Permanent Elimination of Fitness Guest Fees (**DECEMBER initial notification - 30-day notification to comply with Civil Code §4360 has been satisfied**)

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

RESOLUTION 90-19-10

Permanent Elimination of Fitness Guest Fees

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

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

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

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

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

NOW THEREFORE BE IT RESOLVED, February 5, 2019, that the Board of Directors of this Corporation hereby approves the permanent elimination of Fitness guest fees; and

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

Director Milliman made a motion to approve the Permanent Elimination of Fitness Guest Fees Resolution as presented. Director Troutman seconded the motion and it passed unanimously.

- (b) Entertain a Motion to Approve a Resolution for Permanent Elimination of Aquatic Guest Fees (**DECEMBER initial notification - 30-day notification to comply with Civil Code §4360 has been satisfied**)

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

RESOLUTION 90-19-11

Permanent Elimination of Aquatic Guest Fees

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

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

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

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

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

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

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

NOW THEREFORE BE IT RESOLVED, February 5, 2019, that the Board of Directors of this Corporation hereby approves the permanent elimination of Aquatic guest fees; and

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

Director Milliman made a motion to approve the Permanent Elimination of Aquatic Guest Fees. Director Sabol Soule seconded the motion and it passed unanimously.

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

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

RESOLUTION 90-19-12

Summer Lap Swim for Youth

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

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

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

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

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

NOW THEREFORE BE IT RESOLVED, February 5, 2019, that the Board of Directors of this Corporation hereby approves summer lap swim at Pool 2 for youth ages 11-15 with provision of a card from the Recreation Department for identification; and

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

Director Milliman made a motion to approve the Summer Lap Swim for Youth resolution. Director Sabol Soule seconded the motion and it passed unanimously.

- (d) Entertain a Motion to Approve a Resolution for Revisions to Open House Directional Uniform Signage Policy (**DECEMBER initial notification - 30-day notification to comply with Civil Code §4360 has been satisfied**)

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

Resolution 90-19-13

Open House Directional Uniform Signage Policy

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

WHEREAS, the Open House Directional Uniform Signage Policy is intended to

improve the marketability of cooperatives and condominiums in Laguna Woods Village; and

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

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

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

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

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

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

WHEREAS, the responsibility for compliance with the law lies with realtors. *The GRF Security division will enforce compliance by city violators.* The Marketing and Communications Division working with the realtors leveraged this opportunity to modernize the look and visibility of Village real estate signage; and

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

practicable;

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

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

Open House and Directional Signs:

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

Other:

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

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

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

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

Director Milliman made a motion to approve the Open House Directional Uniform Signage Policy resolution. Director Sabol Soule seconded the motion and discussion ensued among the Directors.

Director Sabol Soule made a motion to amend the resolution by adding". The GRF Security Division will enforce compliance by citing violators." to paragraph seven (7) and "GRF Security division will be citing violators and removing sign(s)" to paragraph eleven (11). Director Phelps seconded the amendment and discussion ensued among the Directors. The amendment passed unanimously.

President Perak called for the vote on the amended resolution and it passed by vote of 9-2-0(Directors English and Moldow voted against)

- (e) Entertain a Motion to Approve a Resolution for Digital Cable Services Fee Structure and Tier System (**DECEMBER initial notification - 30-day notification to comply with Civil Code §4360 has been satisfied**)

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

RESOLUTION 90-19-14

Digital Cable Services Fee Structure and Tier System

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

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

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

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

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

Director Milliman made a motion to approve the Digital Cable Services Fee Structure and Tier System resolution. Director Sabol Soule seconded the motion and it passed unanimously.

13. New Business

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

RESOLUTION 90-19-XX

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

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

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

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

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

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

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

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

Director Milliman made a motion to accept the resolution for discussion purposes and postpone the final vote for 28 days pursuant to Civil Code §4360. Director Phelps seconded the motion and it passed unanimously.

14. Committee Reports

- (a) Report of the Finance Committee/Financial Reports – Director Phelps. Next meeting February 20, 2019, at 1:30 p.m. in the Board Room.
- (b) Report of the Community Activities Committee – Director Sabol Soule. Next meeting March 14, 2019, at 1:30 p.m. in the Board Room.
- (c) Report of the Maintenance & Construction Committee – Director Matson. Next meeting February 13, 2019, at 9:30 a.m. in the Board Room.
 - Report of the Performing Arts Center (PAC) Renovation Ad Hoc Committee - Director Perak. Next meeting TBA
 - Report of Village Energy Task Force – Director Moldow. Next meeting March 6, 2019, at 9:00 a.m. in the Board Room.
- (d) Report of the Media & Communications Committee – Director Milliman. Next meeting February 26, 2019, at 1:30 p.m. in the Board Room.

- (e) Report of the Mobility & Vehicles Committee – Director Gros. Next meeting February 6, 2019, at 1:30 p.m. in the Board Room.
 - (f) Report of the Security & Community Access Committee – Director Tibbetts. Next meeting February 25, 2019, at 1:30 p.m. in the Board Room
 - Report of the Traffic Hearings – Director Gros. Next meeting February 20, 2019, 9:00 a.m. in the Board Room & 1:00 p.m. in the Pine Room.
 - Report of the Disaster Preparedness Task Force- Director Troutman. Next meeting March 26, 2019, 9:30 a.m. in the Board Room.
 - (g) Report of the Landscape Committee – Director Matson. Next meeting March 20, 2019, at 1:30 p.m. in the Board Room.
- 15. Future Agenda Items** - *All matters listed under Future Agenda Items are Resolutions on 30-day public review or items for a future Board Meeting. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*
- (a) None
- 16. Directors' Comments**
- Director Moldow commented that it was nice to be back;
 - Director Milliman stated that it was nice to have Director Moldow in attendance;
 - Director Sabol Soule noted that it was nice to have Director Moldow in attendance and that the items being tested for Round-Up were listed in the February edition of The Breeze;
 - Director Matson commented it was great meeting and it was wonderful to have Director Moldow in attendance;
 - Director Troutman provided information about Saddleback's Hospice program and noted that volunteers were needed for the program;
 - Director English commented it was a good meeting and it was nice to have Director Moldow in attendance;
 - Director Phelps noted that grass will not be present in any area that has been treated with Round-Up(because Round-Up kills grass); and
 - President Perak commented it was a good meeting and praised the GRF Board for having an efficient meeting with a lengthy agenda.
- 17. Recess** - *At this time, the Meeting recessed for lunch and reconvened to Executive Session to discuss the following matters per California Civil Code §4935.*

Closed Executive Session Agenda

Approval of Agenda

Approval of Minutes

(a) January 2, 2019 – Regular Executive Session

Discuss and Consider Member Disciplinary Matters

Discuss and Consider Personnel Matters

Discuss and Consider Contractual Matters

Discuss and Consider Litigation Matters

Discuss Litigation Report Summary

18. Adjournment



Joan Milliman, Secretary of the Board
Golden Rain Foundation

STAFF REPORT

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

RECOMMENDATION

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

BACKGROUND

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

DISCUSSION

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

FINANCIAL ANALYSIS

None.

Prepared By: Whitney Thornton, Assistant Corporate Secretary

Reviewed By: Siobhan Foster, COO

ATTACHMENT(S)

Attachment 1 – Proposed Resolution 90-19-XX

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RESOLUTION 90-19-XX
GRF Committee Appointments

RESOLVED March 5, 2019, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Business Planning Committee

Diane Phelps, Chair (GRF)

Beth Perak, (GRF)

Rosemarie diLorenzo, (Third)

Jack Connelly, (Third)

Jon Pearlstone, Alternate (Third)

Gary Morrison, (United)

Juanita Skillman, (United)

Al Amado, (Mutual 50)

Community Activities Committee

Annette Sabol Soule, Chair (GRF)

Joan Milliman, (GRF)

Diane Phelps, (GRF)

Bunny Carpenter (Third)

Cush Bhada, (Third)

Jack Connelly, Alternate (Third)

Jon Pearlstone, Alternate (Third)

Sue Margolis, (United)

Andre Torng, (United)

Juanita Skillman, Alternate (United)

Ryna Rothberg, (Mutual 50)

Non-Voting Advisers: Leon St. Hilaire, Shaun Tumpane

Finance Committee

Diane Phelps, Chair (GRF)

Pat English, (GRF)

Beth Perak, (GRF)

Rosemarie diLorenzo, (Third)

Jack Connelly, (Third)

Steve Parsons, Alternate (Third)

Jon Pearlstone, Alternate (Third)

Gary Morrison, (United)

Juanita Skillman, (United)

Carl Randazzo, Alternate (United)

Al Amado, (Mutual 50)

Non-Voting Advisers: Greg Corigliano

Landscape Committee

Bert Moldow, Chair (GRF)

Judith Troutman, (GRF)

Jim Maston, (GRF)

Maggie Blackwell, (United)

Manuel Armendariz, (United)

Anthony Liberatore, Alternate, (United)

Lynn Jarrett, (Third)

Jon Pearlstone, (Third)

John Frankel, Alternate (Third)

Vacant (Mutual 50)

Non-Voting Advisers: John Parker and Jules Zalon

Maintenance & Construction Committee

Jim Matson, Chair (GRF)

Richard Palmer, (GRF)

Don Tibbetts, (GRF)

John Frankel, (Third)

Bunny Carpenter, (Third)

Cush Bhada, Alternate (Third)

VACANT, Alternate (Third)

Carl Randazzo, (United)

Cash Achrekar, (United)

Sue Margolis, Alternate (United)

Ryna Rothberg, (Mutual 50)

Non-Voting Advisers: John Luebbe, Ruth Matson

Media and Communications

Joan Milliman, Chair (GRF)

Annette Sabol Soule, (GRF)

Pat English, (GRF)

Lynn Jarrett, (Third)

Roy Bruninghaus, (Third)

Jack Connelly, Alternate (Third)

Bunny Carpenter, Alternate (Third)

Maggie Blackwell, (United)

Elsie Addington, (United)

Juanita Skillman, Alternate (United)

Ryna Rothberg, (Mutual 50)

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

Mobility & Vehicles Committee

Ray Gros, Chair (GRF)
Don Tibbetts, (GRF)
Jim Matson, (GRF)
John Frankel, (Third)
Jon Pearlstone, (Third)
Lynn Jarrett, Alternate (Third)
Cush Bhada, *Alternate* (Third)
Elsie Addington, (United)
Andre Torng, (United)
Juanita Skillman, Alternate (United)
John Dalis, (Mutual 50)
Non-Voting Advisers: Vashti Williams, vacant (1)

PAC Renovation Ad Hoc Committee

Beth Perak, Chair (GRF)
Joan Milliman, (GRF)
Richard Palmer, (GRF)
John Frankel, (Third)
Cush Bhada, (Third)
Carl Randazzo, (United)
Sue Margolis, (United)
Juanita Skillman, Alternate (United)
Irving Waaland, (Mutual 50)
Non-Voting Advisers: Sheila Bialka

Security and Community Access

Don Tibbetts, Chair (GRF)
Ray Gros (GRF)
Pat English, (GRF)
John Frankel, (Third)
Steve Parsons, (Third)
Roy Bruninghaus, *Alternate* (Third)
Cush Bhada, Alternate (Third)
Reza Bastani, (United)
Carl Randazzo, (United)
Non-Voting Advisers: Larry Cunningham, Frank Tybor

Disaster Preparedness Task Force

Judith Troutman, Chair (GRF)
Roy Bruninghaus, (Third)
John Frankel, (Third)
Steve Parsons, Alternate (Third)
Jon Pearlstone, Alternate (Third)
Cash Achrekar, (United)
Reza Bastani, (United)
Gary Morrison, Alternate (United)
Inesa Nords-Leth, (Mutual 50)

Laguna Woods Village Traffic Hearings

Ray Gros, Chair (GRF)
Jack Connelly, (Third)
John Frankel, Alternate (Third)
Elsie Addington, (United)
Cash Achrekar, Alternate (United)
Board Members by Rotation (Mutual 50)

Village Energy Task Force

Bert Moldow, Chair (GRF)
Richard Palmer (GRF)
Sue Margolis (United)
Carl Randazzo (United)
John Frankel (Third)
Cush Bhada, (Third)
Board Members by Rotation (Mutual 50)
Voting Advisers: Steve Leonard and Bill Walsh
Non-voting Advisers: Sue Stephens

RESOLVED FURTHER, that Resolution 90-19-09 adopted February 5, 2019, is hereby superseded and cancelled; and

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

STAFF REPORT

DATE: March 5, 2019
FOR: Board of Directors
SUBJECT: Laguna Hills Memorial Day Half Marathon, 10K and 5K

RECOMMENDATION

The Recreation and Special Events Department recommends that GRF host a portion of the Laguna Hills Memorial Day Half Marathon, 10K and 5K event scheduled for Monday, May 27, 2019.

BACKGROUND

For the past 20 years, Laguna Woods Village has hosted a portion of the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K event. The race is collaboration among Saddleback Medical Center, the City of Laguna Hills, Golden Rain Foundation and Laguna Woods Village. The City of Laguna Hills created the 5K event in 1994. The event is scheduled for May 27, 2019, and is expected to draw approximately 8,000 runners and spectators.

DISCUSSION

The City of Laguna Hills has once again requested that the Golden Rain Foundation allow a portion of the course to traverse the Village. Please see the request letter from the City of Laguna Hills (Attachment 1) for more information on the race.

If approved by GRF and United Laguna Woods Mutual, the course would begin on Calle de La Louisa, and enter the Village by way of Gate 2, traverse around Via Estrada, to Calle Aragon, to Avenida Sevilla, to Avenida Majorca and back to Via Estrada and back out Gate 2 (Attachment 2).

Gates 2 and 4 would be closed from 5:45 to 8:30 a.m. The following cul-de-sacs would be closed from 6:30 a.m. to 8:30 a.m.: 9, 10, 21, 22, 23, 24, 40, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60 and 61.

Signs would be placed along the course a week in advance of the event, advising residents that no driving would be allowed during the race and parking would not be allowed on the race course between 5:30 and 8:30 a.m. on race day. In addition, Staff would include the notice in the "What's Up in the Village" weekly blast on May 17 and 24, 2019 and in the Laguna Woods Village Globe.

FINANCIAL ANALYSIS

None.

Prepared By: Brian Gruner, Recreation and Special Events Director

Reviewed By: Siobhan Foster, COO

Eileen Paulin, Marketing and Communications Manager

ATTACHMENT(S)

ATT 1: Request Letter from City of Laguna Hills

ATT 2: Laguna Hills Half Marathon, 10K and 5K Course Map



Brian Gruner
Director of Recreation
Laguna Woods Village
24351 El Toro Road
Laguna Woods, CA. 92637

Dear Mr. Gruner:

For the past twenty years, both avid runners and community members have enjoyed the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K, Honoring the USMC Dark Horse Battalion event over the Memorial Day weekend. The community event has been successful for many reasons, primarily due to the collaboration between the hospital, the City of Laguna Hills, and the Golden Rain Foundation and Laguna Woods Village, who created the 5k event in 1994. The event is scheduled for Monday May 27, 2019, and is once again expected to draw nearly 8,000 runners and spectators.

The City of Laguna Hills is again working with Renegade Racing as the event management company. It is our hope that as in years past, the Golden Rain Foundation and Laguna Woods Village will allow the participants to run or walk through its beautiful community. The proposed course for the 5k is the same that was used for last year's event, and the half marathon and 10K will once again follow the 5k route for the first three miles of the race. The goal again is to minimize the impact on your residents by having participants enter and exit through Gate 2, which will allow complete access to Gate 3 for the duration of the event. Staff from Renegade Racing and community volunteers will be available to ensure that the road closures run smoothly.

The generosity of the Golden Rain Foundation and Laguna Woods Village has contributed to the event's success for nineteen years. Many of the participants consider the loop through the village to be the highlight of the course. A booth will be provided to Laguna Woods Village in the event expo, along with other promotional opportunities. We look forward to celebrating the 20 year anniversary of the event, and to working with the Golden Rain Foundation and Laguna Woods Village staff.

Thank you for your consideration of the request. If you have any questions or concerns, please feel free to contact me at (949) 707-2686.

Sincerely,

A handwritten signature in cursive script that reads 'Dan Meehan'.

Dan Meehan
City of Laguna Hills

STAFF REPORT

DATE: March 5, 2019
FOR: Board of Directors
SUBJECT: EV Charging Station Grant for the Community Center

RECOMMENDATION

Approve a supplemental appropriation from the Facilities Fund for a not-to-exceed amount of \$228,000, for the installation of additional EV Charging stations at the Community Center with the understanding that grant funds will reimburse 75% of the cost. Staff will present a recommendation to the April GRF Board meeting to award a contract.

BACKGROUND

The Community Center has one Electric Vehicle Chargepoint charging bollard with two charging ports installed in the rear of the parking lot near the gym. Staff was directed to investigate the feasibility of installing additional EV charging stations.

The Southern California Incentive Project (SCIP) promotes easy access to zero-emission vehicle infrastructure by offering rebates for the purchase and installation of eligible public electric vehicle (EV) chargers. Staff was successful in capturing a grant from the SCIP which will provide grant partial funding for the installation of four additional ChargePoint CPE200 chargers. The program will reimburse the Golden Rain Foundation (GRF) 75 percent of the project cost, up to a maximum amount of \$210,000.

At the January 9, 2019 Village Energy Task Force a motion was made and unanimously approved to recommend the Board consider using the SCIP rebate to install an additional four bollards (eight additional charging ports).

On January 31, 2019 staff met with the City of Laguna Woods to discuss whether or not a parking study would need to be conducted. They confirmed that we would not need to perform a study and have allowed GRF to proceed with the project.

On February 13, 2019 the GRF Maintenance & Construction Committee unanimously approved to direct staff to bring a recommendation to the April GRF Board meeting to award a contract for installation of four ChargePoint EV charging bollards at the Community Center, to be partially funded from the Southern California Incentive Project grant.

On February 14, 2019 the Town Centre Association Board approved the addition of eight EV charge stations at the proposed location behind the Community Center, contingent upon review of City approval.

On February 20, 2019, at the GRF Finance Committee meeting a motion was made and carried by a vote of 6-1-1 (Director English against, Director Phelps abstained), to recommend

the Board approve a supplemental appropriation of \$228,000 from the Facilities Fund to proceed with installing additional charging stations at the Community Center. GRF has until October 11, 2019 to complete the project and submit all of the supporting documents online to be eligible for the SCIP funding.

DISCUSSION

The Town Centre HOA, which manages the Community Center parking lot, has requested that an Architectural Application and Improvement Plans be submitted for review prior to the approval of this project. Staff has gathered the information and will be presenting the project to the HOA along with all required documents. The Town Centre Board will review the plans at their meeting on February 14, 2019.

Since the SCIP grant has a strict deadline to complete the project and submit all documentation, staff is requesting to modify the typical procedure of reporting all information to the M&C before making recommendations to the Board in order to expedite approval. If the deadline is missed, GRF will not be eligible to receive the funding.

Staff has initiated review of the electrical infrastructure at the Community Center to secure drawings to supply the needed power for the four additional EV charging bollards. ChargePoint will provide the charging bollards and staff will use a ChargePoint authorized contractor (the same contractor that installed the existing bollard), for the installation of the four additional bollards. Staff estimates that the project can be completed prior to the deadline if approval is received from the Board in April.

FINANCIAL ANALYSIS

A supplemental appropriation will be required to fund this project. The total project cost is currently estimated at \$228,000. The SCIP grant will reimburse GRF an amount equal to 75 percent of the project cost, up to \$210,000. To proceed, the Board would approve a supplemental appropriation from the Facilities Fund for a not-to-exceed amount of \$228,000, with the understanding that grant funds will reimburse 75% of the cost.

Prepared By: Christopher Naylor, Senior Management Analyst

Reviewed By: Guy West, Projects Division Manager
Ernesto Munoz, P.E., Maintenance and Construction Director
Betty Parker, CFO
Siobhan Foster, COO

Attachment 1 – Resoultion

RESOLUTION 90-19-XX

Supplement Funding for EV Charging Station Grant for the Community Center

WHEREAS, The Southern California Incentive Project (SCIP) promotes easy access to zero-emission vehicle infrastructure by offering rebates for the purchase and installation of eligible public electric vehicle (EV) chargers; and

WHEREAS, Staff was successful in capturing a grant from the SCIP which will provide grant partial funding for the installation of four additional ChargePoint CPE200 chargers;

NOW THEREFORE BE IT RESOLVED, March 5, 2019, the Board of Directors of this Corporation hereby authorizes supplemental appropriation from the Facilities Fund for a not-to-exceed amount of \$228,000, for the installation of additional EV Charging stations at the community center with the understanding that grant funds will reimburse 75% of the cost; and

RESOLVED FURTHER, Staff will present a recommendation to the April GRF Board meeting to award a contract; and

RESOLVED FURTHER, that the officers and against of this Corporation are hereby authorized on behalf of the Golden Rain Foundation Corporation to carry out this Resolution

STAFF REPORT

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

RECOMMENDATION

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

BACKGROUND

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

DISCUSSION

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

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

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

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

FINANCIAL ANALYSIS

None.

Prepared By: Jennifer Murphy, Recreation Manager

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

ATTACHMENT(S)

Attachment 1 - Resolution 90-19-XX

Attachment 2 - Policy Improvement Synopsis

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

Attachment 4 - Glossary and Mandatory Adherence

RESOLUTION 90-19-XX

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

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

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

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

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

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

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

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

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

Clubs/Groups/Organizations

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

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

Room Reservations

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



Laguna Woods Village®

Golden Rain Foundation
Recreation and Special Events Department
Policies and Procedures

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GOLDEN RAIN FOUNDATION RECREATION DEPARTMENT POLICY

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

A. GRF AUTHORITY AND ENFORCEMENT

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

ACCESS TO GRF RECREATION FACILITIES

A. RESIDENTS

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

B. GUESTS/OTHER

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

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

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

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

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

USE OF GRF RECREATION FACILITIES

A. ALL FACILITIES/GENERAL

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

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

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

B. GAMES OF CHANCE/OPPORTUNITY DRAWINGS

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

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

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

D. CONTINUING EDUCATION PROGRAM

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

CLUBS/GROUPS/ORGANIZATIONS

A. GENERAL

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

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

Laguna Woods Village Residents and their guests only. Outside businesses, entertainers, caterers or speakers may not advertise Laguna Woods Village events.

14. Although GRF recognized Clubs/Groups/Organizations are afforded promotional privileges by GRF, such organizations are entirely independent and therefore GRF assumes no liability for their acts.
15. The Recreation Department reserves the right to obtain financial information from any Laguna Woods Village club.

B. FUNDRAISER

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

C. ROOM RESERVATIONS

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

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

D. FLYERS

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

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

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

ROOM RESERVATIONS

A. GENERAL

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

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

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

B. TYPES OF RESERVATIONS

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

C. SET UP AND CLEANUP OF ROOM RESERVATIONS

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

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

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

D. FOOD

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

E. CATERERS

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

F. ALCOHOL

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

Recreation Department Policy

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

Glossary-Definition of Terms and Hyperlinks

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

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

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

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

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

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

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

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

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

Mandatory Adherence:

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

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

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

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

Financial Report

As of January 31, 2019



INCOME STATEMENT

(in Thousands)

ACTUAL

TOTAL REVENUE

\$3,685

TOTAL EXPENSE

\$3,181

Revenue over Expense

\$504

Slide 1

Financial Report

As of January 31, 2019



INCOME STATEMENT

(in Thousands)

ACTUAL

BUDGET

VARIANCE

Assessment Revenue

\$2,583

\$2,583

\$0

Non-assessment Revenue

\$1,102

\$1,168

(\$66)

Total Revenue

\$3,685

\$3,751

(\$66)

Total Expense

\$3,181

\$3,518

\$337

Net Revenue/(Expense)

\$504


\$233

\$271

Slide 2

Financial Report

As of January 31, 2019



GRF was better than budget by \$271K primarily in:

- **Materials and Supplies**
- **Repairs and Maintenance**
- **Utilities**
- **Professional Fees**

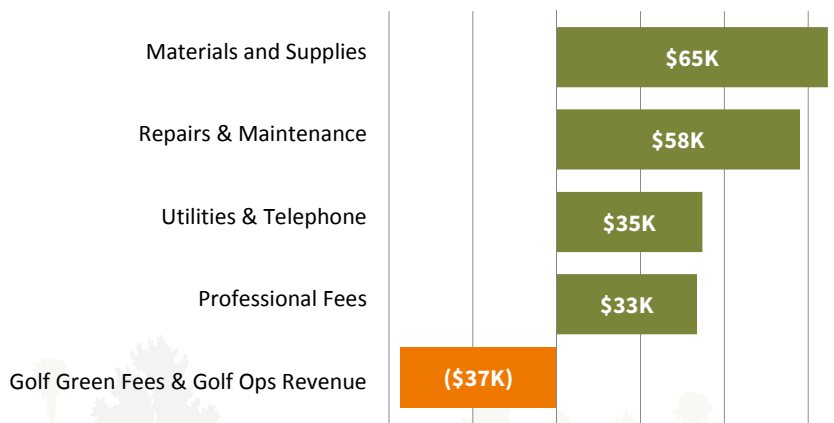

Some offsetting unfavorable variances included:

- **Golf Green Fees & Golf Operations Revenue**

Slide 3

Financial Report

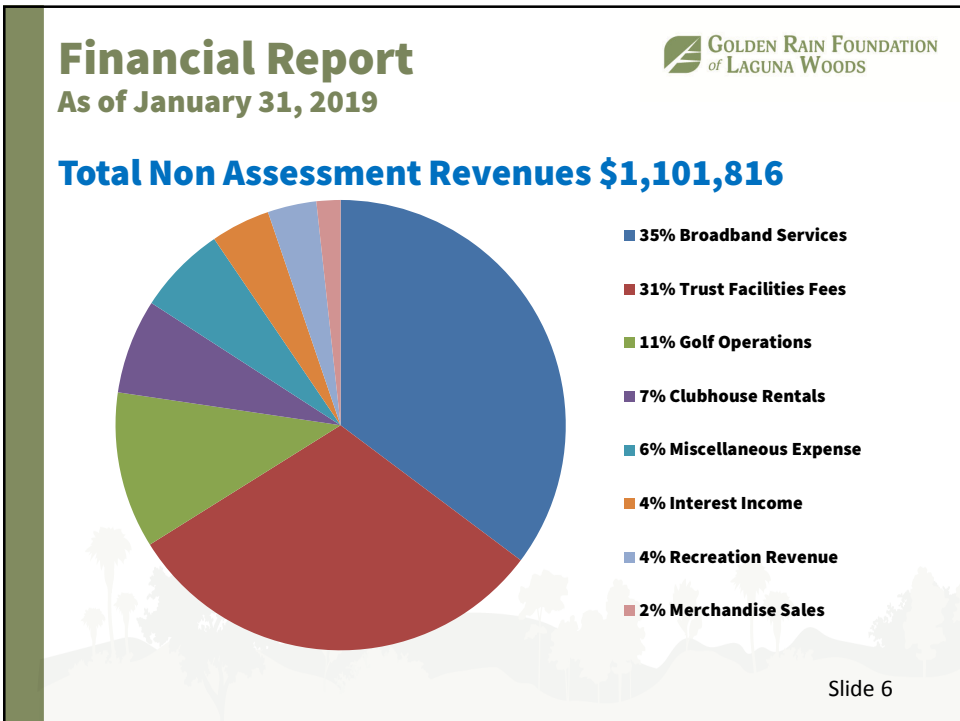
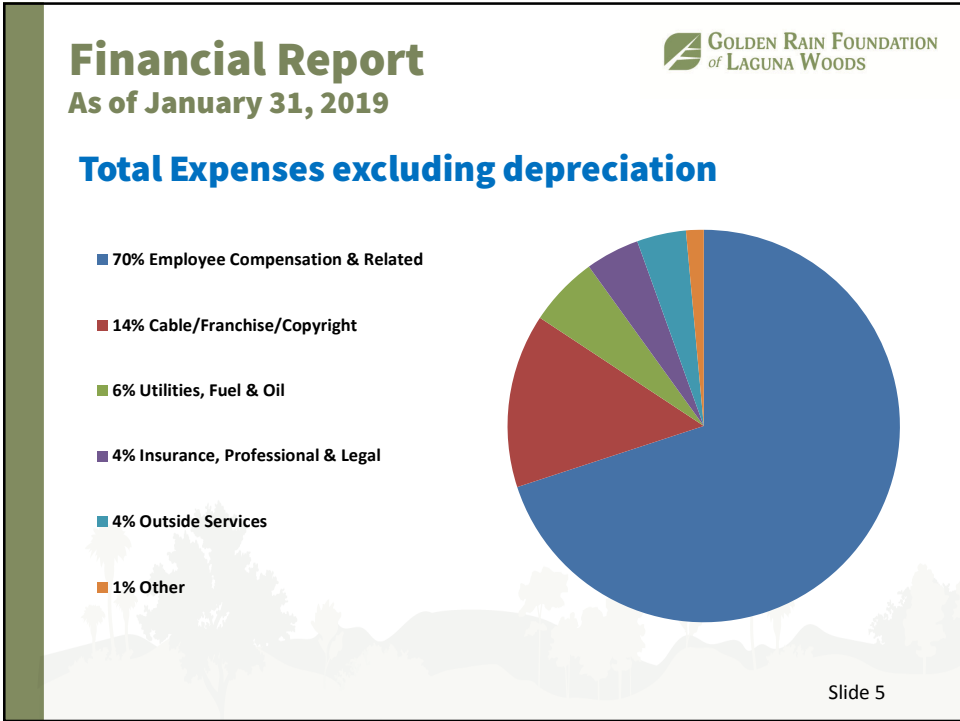
As of January 31, 2019

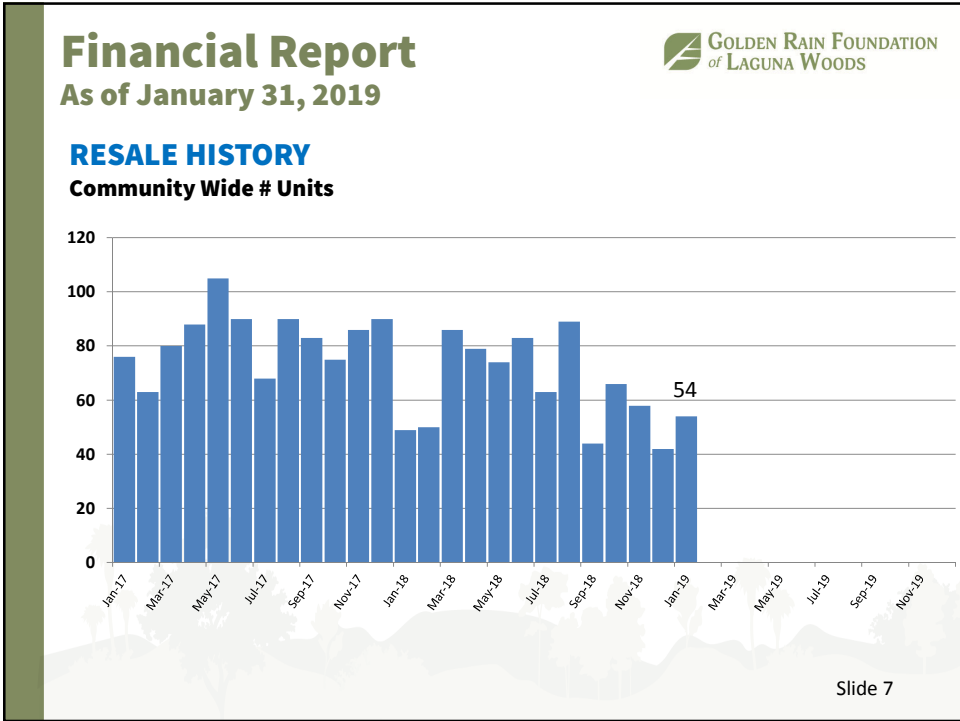


Category	Variance	Direction
Materials and Supplies	\$65K	Favorable
Repairs & Maintenance	\$58K	Favorable
Utilities & Telephone	\$35K	Favorable
Professional Fees	\$33K	Favorable
Golf Green Fees & Golf Ops Revenue	(\$37K)	Unfavorable

Legend: ■ Unfavorable ■ Favorable


Slide 4





Financial Report

As of January 31, 2019



OPERATING FUND w/o Depreciation


(in Thousands)

Assessment Revenue	\$2,341
Non-assessment Revenue	\$715
Total Revenue	\$3,056
Total Expense	\$2,801
Operating Surplus	\$255

Slide 8

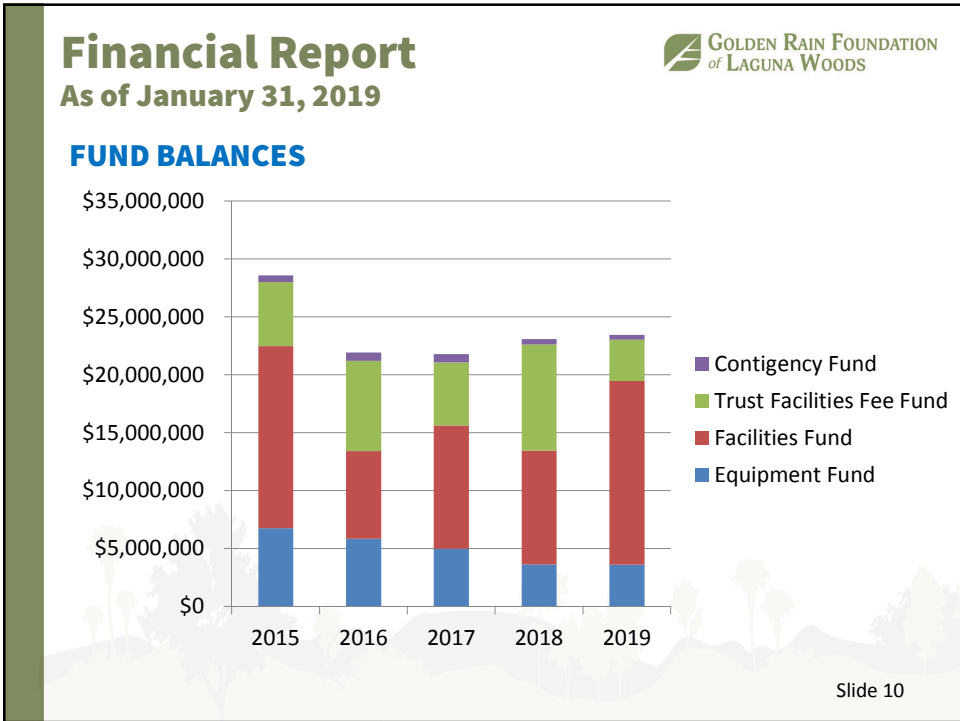
Financial Report

As of January 31, 2019



FUND BALANCES <small>(in Thousands)</small>	ENDING BALANCES	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment	\$5,366	\$1,748	\$3,618
Facilities	19,399	3,548	15,851
Contingency	491	79	412
Trust Facilities Fee	3,551	0	3,551
TOTAL	\$28,807	\$5,375	\$23,432

Slide 9



FUND ENCUMBRANCES <small>(in Thousands)</small>	TOTAL APPROPRIATIONS	REMAINING ENCUMBRANCE
Aquatics & Fitness	\$636	\$565
Broadband Services	1,075	447
Clubhouses	5,188	4,564
Computers	1,605	1,205
Community Center <small>(HVAC, Roof, Call Center, Security EOC)</small>	2,606	2,317
Energy Projects	750	262
Garden Centers	400	90
Golf Facilities	1,299	1,087
Other Equipment	390	261
Other GRF Facilities	1,154	834
Paving	1,995	1,074
Pickleball	850	395
Security	2,727	2,304
Vehicles	1,833	1,833
TOTAL	\$22,508	\$17,238

Slide 11



FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, February 20, 2019 – 1:30 p.m.
Laguna Woods Village Community Center Board Room, 24351 El Toro Road

MEMBERS PRESENT: Diane Phelps, Chair; Pat English, Beth Perak, Rosemarie diLorenzo, Jack Connelly, Juanita Skillman, Gary Morrison, Alfred Amado, Advisor – Greg Corigliano

MEMBERS ABSENT: None

STAFF PRESENT: Betty Parker, Steve Hormuth, Christopher Swanson, Ernesto Munoz

OTHERS: GRF – Joan Milliman, Richard Palmer; UNITED – Carl Randazzo, Anthony Liberatore, Andre Torng, Manuel Armendariz; THIRD – Roy Bruninghaus, Steve Parsons; Jon Pearlstone, Michael Cunningham (Advisor); VMS – Dick Rader, Lucy Shimon, Mary Stone, Weiming Tao

Call to Order

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

Approval of Meeting Agenda

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

Approval of the Regular Meeting Report of December 19, 2018

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

Chair Remarks

None.

Department Head Update

None.

Member Comments (Items Not on the Agenda)

Director Armendariz commented on the VMS insurance practices for vehicles.

Presentation of Investment Portfolio by BlackRock/Merrill Lynch

Taryn Moll, Account Executive from Merrill Lynch, provided an overview of the services provided, account performance, and fees for GRF, United, and Third investment portfolios.

Ed Buonopane, Investment Manager from BlackRock, discussed economic factors and the performance of investment selections within each corporation's policy.

Questions were addressed from the committee and audience members.

The committee took a short recess from 2:15 p.m. – 2:19 p.m.

Review Preliminary Financial Statements dated December 31, 2018

The Committee reviewed and commented on the financial statements dated December 31, 2018 and questions were addressed.

Review Preliminary Financial Statements dated January 31, 2019

The Committee reviewed and commented on the financial statements dated January 31, 2019 and questions were addressed.

Assembly Bill 2912 Update

The committee reviewed a Financial Services procedure providing an update for Assembly Bill 2912. Questions were addressed regarding new statutory requirements for financial management that became effective January 1, 2019.

Investment Task Force Update

The Chair indicated that an RFI has been issued to potential service providers and the task force will meet next Tuesday, February 26 for a status update on the responses.

Audit Task Force Update

Director Phelps provided an update from the Audit Task Force, indicating that the auditors are onsite and will make required pre-audit communications with the boards on Friday at a special audit meeting.

EV Charge Station at Community Center

The Committee reviewed a staff report proposing the installation of additional charging stations at the Laguna Woods Village Community Center. A motion was made and carried by a vote of 6-1-1 (Director English against, Director Phelps abstained), to recommend the Board approve a supplemental appropriation of \$228,000 from the Facilities Fund to proceed with installing additional charging stations at the Community Center.

Items for Future Agendas

- Inventory Management
- Vehicle Insurance
- GRF Fee Schedule

Committee Member Comments

None.

Date of Next Meeting

Wednesday, April 24, 2019 at 1:30 p.m.

Adjournment

The meeting recessed to closed session at 3:35 p.m.

DRAFT

Diane Phelps, Chair

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

Wednesday, February 13, 2019 – 9:30 A.M.
Laguna Woods Village Community Center, Board Room
24351 El Toro Road

MEMBERS PRESENT: Jim Matson - Chair, Don Tibbetts, Richard Palmer, John Frankel, Cush Bhada (in for Bunny Carpenter), Gary Morrison, Carl Randazzo, Ryna Rothberg

ADVISORS PRESENT: John Luebbe

MEMBERS ABSENT: Bunny Carpenter

OTHERS PRESENT: Juanita Skillman, Pat English, Diane Phelps, Annette Sabol Soule, Andre Torng, Beth Perak

STAFF PRESENT: Ernesto Munoz – Staff Officer, Laurie Chavarria

1. Call to Order

Chair Matson called the meeting to order at 9:36 a.m.

2. Acknowledgement of Media

Chair Matson noted no members of the media were present.

3. Approval of the Agenda

Chair Matson added the Tennis Building Improvements as Item #11 to the agenda. The agenda was approved as amended.

4. Approval of Meeting Report for December 12, 2018

The word storage was replaced with “pad” in the second member comment under agenda Item #6. The meeting report for December 12, 2018 was approved as amended

5. Chair's Remarks

Chair Matson had no remarks.

6. Member Comments (Items Not on the Agenda)

- Shaun Tumpane (3077-A) – Commented on the 19 Restaurant and Lounge.
- Andre Torng (389-Q) – Commented on utility box covers on Rhonda Granada and the Shepherd's Crook project.
- Pat English (2022-D) – Commented on the 19 Restaurant and Lounge.

Various Committee Members and Staff Officer Ernesto Munoz responded to the comments.

Staff was directed to remove the Kitchen Expansion of the 19 Restaurant and Lounge from the Future Agenda Items.

7. Department Head Update

Staff Officer Ernesto Munoz had no update.

Consent:

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

The Project Log was pulled from the Consent Calendar for discussion.

8. Project Log

Various Committee Members commented on the projects for gates 2, 8 and 10, Pickleball & Paddle Tennis, Pool Chemical Storage Replacement, and the Community Center Renovation for the 1st and 3rd floors.

Director Palmer requested to see construction drawings for the Pool Chemical Storage replacement project.

Reports:

9. EV Charging Station Grant for Community Center

Staff Officer Ernesto Munoz summarized the report and answered questions from the Committee.

Discussion ensued regarding the loss of parking spaces, Town Centre HOA approval, parking needs for Security Department vehicles, the future of electric vehicles, possible project costs, Finance Committee approval for supplemental funding, a maintenance contract for charging bollards, and other GRF locations for EV charging.

A motion was made and unanimously approved to direct staff to bring a recommendation to the April GRF Board meeting to award a contract for installation of four ChargePoint EV charging bollards at the Community Center, to be partially funded from the Southern California Incentive Project grant.

By consensus, staff was directed to provide the GRF Finance Committee with a not to exceed dollar amount for the supplemental funding that will be needed for this project.

10. Walkway Lighting Bollards at Clubhouses 1, 2, 3, 4 & 5

Staff Officer Ernesto Munoz summarized the report and answered questions from the Committee.

Discussion ensued regarding kelvin ratings, light dispersion, photometrics, and damage from lawn mowers.

A motion was made and unanimously approved to direct staff to prepare a project scope and estimate for the replacement of the existing walkway lighting fixtures with LED bollard style lighting fixtures at five GRF Clubhouses, and provide a 2020 budget proposal for Board consideration to replace the outdated fixtures.

11. Tennis Center Improvements (oral discussion)

Chair Matson distributed a drawing and summarized a request from the Tennis Club President for a 10' room extension and a 10' patio cover off the north side of the building.

Discussion ensued regarding what work this 2019 capital improvement project was intended to provide, additional renovations requested by the Tennis Club President, requesting additional funding through the 2020 budget process, moving load bearing walls, adding foundations, upgrading electrical, construction costs per square foot, city permit requirements, and adding a heated outdoor space instead of a room extension.

By consensus, staff was directed to meet with the Tennis Club President about the proposed renovations, and to bring a scope of work and pricing back to the Committee for a 20'x27' patio cover extension as an alternative to the 10' room extension and 10' patio cover. Staff will also provide an alternate cost to demo and rebuild the Tennis Center building. Costs will include all renovations and furniture.

Items for Future Agendas:

- Expansion of the Kitchen at the 19 Restaurant & Lounge
- EV Charging Stations at GRF Facilities

Concluding Business:


Committee Member Comments

There were no committee member comments.

Date of Next Meeting: April 10, 2019

Adjournment:

The meeting was recessed at 11:09 am.



Jim Matson, Chair



OPEN MEETING
THE GOLDEN RAIN FOUNDATION
MEDIA AND COMMUNICATIONS COMMITTEE
Tuesday, February 26, 2019, at 1:30 p.m.
Laguna Woods Village Community Center, Board Room
24351 El Toro Road, Laguna Woods, CA 92637

REPORT

- MEMBERS PRESENT:** Chair Joan Milliman, Directors Juanita Skillman, Pat English, Annette Sabol Soule, Maggie Blackwell, Lynn Jarrett, Advisers Lucy Parker and Sheila Bialka.
- MEMBERS ABSENT:** Directors Ryna Rothberg, Roy Bruninghaus and Adviser Steve Carmen.
- OTHERS PRESENT:** Dick Rader—VMS, Andre Torng—United and Diane Phelps—GRF
- STAFF PRESENT:** Eileen Paulin, Chuck Holland and Becky Jackson.

1. **Call to Order**
Chair Joan Milliman called the meeting to order at 9:33 a.m.
2. **Acknowledgement of Media**
No media present.
3. **Approval of the Agenda**
Chair Milliman requested the committee discuss agenda item # 11 before the other reports since one of the speakers had to leave early. Committee agreed.
4. **Approval of Meeting Report January 21, 2019**
Report was approved.
5. **Chair's Remarks**
Chair Milliman welcomed the committee noting the change of usual date and time due to the President's Day holiday on February 18, 2019.
6. **Member Comments (Items not on the Agenda)**
Jeffrey Wu 5519 was called to speak. He reported the channel numbers are scrambled and there are discrepancies in the list of channels.

Andre Torng 389-Q was called to speak. He reported on the New Resident Orientations in Mandarin. He stated there were 50 attendees and it was successful.

7. Director's and Staff Forum

Chuck Holland addressed Mr. Wu letting him know the issues depend on what type of tuner and television residents have. He stated the only way this can be permanently fixed is to put a device on the television, which can be pricey. He advised using the alternative DTA box, that costs \$4.95 a month, to solve this problem.

REPORTS:

8. Broadband and Contracts Report—Chuck Holland

Mr. Holland updated the committee with the ongoing maintenance and repairs of fiber optic nodes and cables.

Mr. Holland reported on the contract renewals, negotiations and who signs off on them. He discussed pending negotiations and the involvement of the Finance Committee and the Finance Department in reviewing these contract negotiations. He presented the committee with subscriber counts which included different levels of services and devices in the community. Mr. Holland provided financials to explain the revenues accrued with Ad insertion and then described the expenses. He concluded that the financials balance is (\$279,859) or nine percent below budget.

Director Juanita Skillman suggested charging \$40 a month to bundle television and internet. Mr. Holland said that they were looking into ways to drive down the cost of the renewals and set-top boxes, but had no plans to raise the monthly fee at this time.

9. Marketing and Communications Report-Eileen Paulin

Eileen Paulin reported on the signs created before gate closures and the efforts made to inform residents. She provided a list of focus areas which include:

- Gate Closures
- Testing of alternative formulas for weed abatement
- Security awareness, mail safety and recommendations for avoiding petty theft
- Keeping Residents informed about the gate construction
- RFID decals – as gates are completed the decal becomes necessary
- Water conservation
- Waste disposal – organic composting now being done at all Clubhouses with kitchen facilities
- Continued promotion of CodeRED registration
- Third Board openings
- Pedestrian safety
- Storm preparation
- Learning to avoid online fraud and phishing
- New dryer installation in Third laundry rooms

Ms. Paulin updated the committee on iContact and Facebook engagement and presented the positive feedback received from the storm message on Valentine's Day.

10. Policy Review on Photography, Filming and Media in the Village-Eileen Paulin

Ms. Paulin reported that an initial meeting had taken place with subcommittee members. This included a policy drafted by Siobhan Foster.

Director Juanita Skillman suggested having a spokesman for the Village when addressing the media.

11. Docent Tours-Becky Jackson

Becky Jackson presented an update on the Docent Tours and the savings since April 2018 and introduced one of the docents, Aloha Saxon. Ms. Saxon gave an overview of the talking points and stops and suggested standardizing the tour among all docents.

Ms. Paulin presented the brochure that MarComm has been working on and the pushback that the department has been receiving from docents.

Director Annette Sabol Soule suggested printing a marketing brochure and putting links to the website for financial information only in lieu of printing financials.

Director Skillman made a motion to recommend to the GRF that Docent Tours be standardized and training of docents be implemented. Director Pat English seconded the motion. Motion passed unanimously.

ITEMS FOR DISCUSSION AND CONSIDERATION:

12. Combining Communications Committee

This item will be moved to next month's agenda.

ITEMS FOR FUTURE AGENDAS:

13. Director Sabol Soule would like to add a Press Policy to future agendas.

CONCLUDING BUSINESS:

14. Committee Member Comments

Adviser Sheila Bialka stated she was impressed with Ms. Saxon's information on the tours and would like to see a separate tour for residents and buyers.

Adviser Lucy Parker agreed with Director Skillman's suggestion with bundling television and internet services.

Director Skillman suggested having more Tree Walk Brochures printed and asked which budget it would come out of.

Director Sabol Soule commented that not all residents have television and internet in their homes so the committee needs to be careful about charging services. She was very impressed with the changes the staff has made so far.

Director Lynn Jarrett thanked staff for all the information they provided today.

Mr. Holland cautioned raising assessments for services.

Ms. Paulin stated reaching the unreachable is the theme.

Chair Milliman thanked staff for a wonderful job.

15. **Date of Next Meeting—Monday, March 18, 2019, 1:30 p.m. in the Board Room**
16. **Adjournment**
Meeting was adjourned at 11:33 a.m.



Joan Milliman, Chair
Media and Communications Committee



OPEN MEETING

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

**Wednesday, February 6, 2019 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637**

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

ADVISORS: Vashti Williams (Non-Voting Advisor)

MEMBERS ABSENT: John Dalis

OTHERS PRESENT: Annete Sobol Soul, Juanita Skillman, Diane Phelps, Bert Moldow

STAFF PRESENT: Chris Laugenour, Francisco Perez, Tiffany Rivas, Lulu Boctor, Elizabeth Cortez, Siobhan Foster (in audience)

1. Call to Order

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

2. Acknowledgment of Media

No press was present.

3. Approval of the Agenda

The agenda was approved by consensus.

4. Approval of Meeting Report for April 4, 2018

The Regular Meeting Report of December 5, 2018, was approved by consensus.

5. Chair's Remarks

Chair Gros introduced Chris Laugenour as the new Sr. Maintenance and Transportation Manager. He stated that Mr. Laugenour will be a great asset to the Division. He has already addressed several concerns and looking for several different ways to fix problems.

6. Member Comments (Items Not on the Agenda)

Richard Fumanti 277-A – Spoke about the bus system and suggested informing residents that there is a Laguna Woods Village bus stop where residents can attend to the medical building. Mr. Fumanti suggested staff to advertise so residents are aware.

Larry Irion 682-O – Congratulate Mr. Laugenour on his new role as the head of Transportation. He spoke on the Bus Routes and Plan-A-Ride.

Suzanne Model 3314-A – Spoke about Bus Routes and Plan-A-Ride.

Suellen Zima 823-D - Spoke about the Bus System and Plan-A-Ride, she believes Plan-A-Ride is not sustainable, inefficient, and too expensive. She asked the Committee to please consider the Alternative fixed Plan that Ms. Zima has presented in past M&V Committee Meetings.

Annete Sabol Soule 3428-C - Spoke about the bus rider processing. She suggested for the residents to have proximity cards and buses to have proximity cards readers for the data purposes.

7. Response to Member Comments

Director Torng generally addressed member comments.

Director Frankel suggested to members who commented to read the staff report and proposal from Fehr & Peers that is included in the agenda packet.

Director Bhada asked members to please be patient and wait 2-3 months for the consultant to come up with a solution.

Director Addington informed members that she is an active bus rider and asked Ms. Zima for a copy of the Alternative Bus Plan she presented at previous committees.

Mr. Laugenour stated that every card has a proximity swipe and it tells staff the number of riders in the fix routes. This doesn't tell us where the rider is going.

Director Gros reiterate that Mr. Laugenour will be working with everyone on the Bus System and to please give him a chance to prove it.

Mr. Williams commented Bus Fixed Route and Plan-A-Ride. Suggested staff and Committee to re-evaluate Plan-A-Ride she believes it's not working.

Director Frankel stated that the consultant is planning for two Community Task Forces.

8. Department Head Update

Mr. Laugenour thanked everyone for the nice comments. He will be working with everyone to make this a better system.

Consent:

None

Reports:

9. Transportation & Maintenance Manager's Reports

Mr. Laugenour gave an overview of the report and graphs for Plan-A-Ride, Easy Rider and 2019 approved vehicle purchases.

Items for Discussion and Consideration:

10. Supplemental Funding to Award Contract for Bus Modeling Service

Director Bhada made a motion to approve staff's recommendation to authorize supplemental funding in the amount of \$46,200 to award a contractor to Fehr & Peers to study potential changes to Laguna Woods Village bus services that will increase and ridership and improve travel convenience for Residents. Motion was second by Director Addington. Committee was in unanimous support (7-0 vote)

Director Frankel commented that they have not received any provisions for a report back by the consultants to the M&V Committee before going to the Board in July. It is important for the Committee to evaluate after phase three.

Mr. Laugenour responded to Director Frankel that he will make sure this is in the agreement to report back to Staff and Committee before making a final report to the Committee and Board.

Mrs. Suellen asked when, will residents hear back on results.

Chair Gros informed Mrs. Suellen that if there is something that residents need to be informed he will make sure it happens possibly at the GRF Board meeting.

Director Frankel responded to Mrs. Suellen that they will be responding back to the Board on July 2, 2019, a detailed analysis of the recommendations.

Items for Future Agendas:

11. Federal Transit Administration 5310 Grant Requirements:

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

Concluding Business:

12. Committee Member Comments

Director Torng asked if they have had a chance to review the van that was considered for purchase.

Chair Gros commented that members of the Committee did review the van that was considered for purchase and it was approved.

Director Addington commented that there are a lot of new people in the Committee and new Staff. Mrs. Addington asked staff to be patient.


Director Frankel asked all residents to please be patient.

Advisor Williams asked to be included in all Transportation vehicle purchases reviews.

13. Date of Next Meeting – Wednesday, April 3, 2019

14. Adjournment

The meeting was adjourned at 2:42 p.m



Ray Gros, Chair
GRF Mobility & Vehicles Committee



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

The Regular Meeting of the Security and Community Access Committee was held on Monday, February 25, 2019 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

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

MEMBERS ABSENT: None

ADVISORS PRESENT: Larry Cunningham and Frank Tybor

ADVISORS ABSENT: None

OTHERS PRESENT: Diane Phelps, Annette Sabol Soule, and Bert Moldow

STAFF PRESENT: Tim Moy, Barbara Bridges, and Debbie Ballesteros

CALL TO ORDER

Don Tibbetts, Chair, called the meeting to order at 1:34 p.m.

ACKNOWLEDGEMENT OF PRESS

The Media was not present.

APPROVAL OF AGENDA

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

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the December 17, 2018 meeting report as presented.

CHAIRMAN'S REMARKS

Chair Tibbetts explained that there was nothing to report as things have been calm the last two months.

MEMBER COMMENTS ON NON-AGENDA ITEMS

Diane Phelps (5587-A) commented on the RFID penalty fee.

RESPONSE TO MEMBER COMMENTS

Tim Moy, Chief of Security, and Barbara Bridges, Resident Services Supervisor, responded to Ms. Phelps by explaining that the penalty fee charge is for the GRF decal.

Once a Resident moves out, the RFID is deactivated. If a Resident sells a vehicle with a RFID, they would be charged \$25 to obtain a new one.

REPORTS

Gate Access Update

Chief Moy updated the Committee on the status of Gates 2 and 8. He explained that he spoke to Ernesto Munoz, Maintenance and Construction Director, who stated that the Gates are scheduled to be completed on March 11th. The next gates on the list are Gates 3 and 7. Chief Moy indicated that he is in contact with the Orange County Sheriff's Department, Orange County Fire Authority, and Care Ambulance so they are aware of the gate closures and the gates that have hours changed temporarily. The Committee commented and asked questions.

Disaster Preparedness Task Force Report

Chief Moy informed the Committee that he has been meeting with the Disaster Preparedness Task Force Clubhouse Coordinators. He has met with Clubhouses 1, 3, 4, 5, and also Building 4008. He has the last two locations, Clubhouse 6 and Par 3 Golf Course, scheduled for this week. The purpose of these meetings is to review the floor plans of each facility and to determine what rooms could effectively accommodate Care & Reception Center needs.

Chief Moy also explained how the Towers recently contracted the same Emergency Plan Consultant that Laguna Woods Village used.

RV Update

Chief Moy stated that he meets with the RV Wheelers Club Members throughout the year. He explained that RV Lot B has the funding for a automated gate and should be installed sometime this year.

Noteworthy Incidents

Chief Moy informed the Committee that there were two alleged drunk driver accidents this past weekend. On Saturday, a driver took a turn and struck the light post by Gate 1. On Sunday, another driver struck the wall by Gate 3. Both drivers were arrested.

Chief Moy explained that he will be on Village TV this Wednesday talking about Drunk Driving.

Security Statistics

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

Reza Bastani, United Mutual Director, entered the meeting at 2:38 p.m.

ITEMS FOR DISCUSSION AND CONSIDERATION

Schedule of Traffic Monetary Penalties

Chief Moy explained that a new Schedule of Traffic Monetary Penalties will be going out in the Spring mailing. He informed the Committee that he will be writing a Staff Report for Golf Cart Charging to present to United and Third Mutuals. He would like to put a different fine for 1st, 2nd, and 3rd Offense.

By consensus, the Committee approved the motion to have the initial fine set at \$100.

Chief Moy stated that for the next Committee meeting, he will bring forth a Staff Report for certain violations that should not be eligible for Traffic School.

ITEMS FOR FUTURE AGENDAS

Proximity Cards

Annette Sabol Soule (3428-C) explained that the proximity cards can be effective in obtaining data on resident use of facility and other amenities in the Village.

Surveillance Cameras

CONCLUDING BUSINESS

Committee Member Comments

Frank Tybor stated that he would volunteer as a testing subject for the hardwired fire devices.

DATE OF THE NEXT MEETING

The next meeting is scheduled for Monday, April 22, 2019, at 1:30 p.m. in the Laguna Woods Village Community Center, Board Room.

ADJOURNMENT

There being no further business to come before the Committee, Chair Tibbetts adjourned the meeting at 2:59 p.m.



Don Tibbetts, Chair

