



OPEN SESSION

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

**Tuesday, April 4, 2023, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Board Room/Virtual Meeting**

NOTICE OF THE AGENDA

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

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

2. Pledge of Allegiance – Director Addington

3. Acknowledgment of Media

4. Approval of Agenda

5. Approval of Minutes

- a. March 7, 2023 – GRF Board Regular Open Meeting
- b. March 16, 2023 – GRF Board Agenda Prep Meeting

6. Report of the Chair

7. CEO Report

8. Open Forum (Three Minutes per Speaker)

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

9. Responses to Open Forum Speakers

10. Consent Calendar

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

Recommendation from the Finance Committee:

- a. Consistent with its statutory obligations a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of February 2023 by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.
- b. Laguna Hills Memorial Day Half Marathon, 5K & 10K

11. Unfinished Business

- a. Update Committee Appointments

12. New Business

- a. Entertain a Motion to Approve Donation of Lathe Machine for Clubhouse 4 Woodshop
- b. Entertain a Motion to Approve Equestrian Care Services Fees (**April initial notification – 28-day notification for member review and comments to comply with Civil Code §4360**)

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

14. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director Hopkins. The committee met on February 15, 2023; next meeting April 19, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) GRF Treasurer's Report – Director Hopkins
 - (2) GRF Finance Committee Report
- b. Report of the Community Activity Committee – Director Horton. The committee met on March 9, 2023; next meeting April 13, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. Report of the Landscape Committee – Director Skillman. The committee met on February 8, 2023; next meeting May 10, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Maintenance & Construction Committee – Director Karimi. The committee met on February 2, 2023; next meeting April 12, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Clubhouse Renovation Ad Hoc Committee – Directors Garthoffner and Dotson. The Committee met on March 6, 2023 and March 15, 2023; next meeting TBA.
- e. Report of the Media and Communications Committee—Director Milliman. The committee met on March 20, 2023; next meeting May 15, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

(1) Website Ad-Hoc Committee – Director Milliman. The committee met on January 31, 2023; Next meeting TBA

(2) Broadband Ad Hoc – Director Milliman. The committee met on February 28, 2023; next meeting April 17, 2023, at 3:00 p.m. in the Sycamore Room.

g. Report of the Mobility & Vehicles Committee – Director Tibbetts. The Committee met on February 1, 2023; next meeting April 5, 2023, at 1:30 p.m. in the Board Room.

h. Report of the Security & Community Access Committee – Director Tibbetts. The Committee met on February 27, 2023; next meeting April 26, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

(1) Report of the Laguna Woods Village Traffic Hearings – Director Addington. The Traffic Hearings were held on March 15, 2023; next hearings on April 19, 2023, at 9:00 a.m. as a virtual meeting.

(2) Compliance Ad Hoc Committee – President Carpenter. The committee met on March 8, 2023; next meeting TBA.

i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on March 28, 2023; next meeting May 30, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.

j. Information Technology Advisory Committee – Director Hopkins. The Committee met on February 24, 2023; next meeting TBA.

l. Purchasing Ad-Hoc Committee – Director Carpenter. The Committee last met on March 8, 2023; next meeting TBA.

15. Future Agenda Items - *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for a future Board Meeting. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*

12b. Equestrian Care Services Fees

16. Directors' Comments

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

Closed Session Agenda

VMS Board Update

Approved the Agenda

Approve the Minutes of:

(a) March 7, 2023 – Regular Closed Session

Discuss and Consider Personnel Matters

Discuss and Consider Contractual Matters

Discuss Legal/Legislation Matters
Discuss Member Disciplinary Matters

18. Adjournment



OPEN SESSION

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

**Tuesday, March 07, 2023, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Board Room/Virtual Meeting**

Directors Present: Bunny Carpenter, Egon Garthoffner, James Hopkins, Don Tibbetts, Gan Mukhopadhyay, Joan Milliman, Yvonne Horton, Reza Karimi, Juanita Skillman, Debbie Dotson, Elsie Addington

Directors Absent: None

Staff Present: CEO - Siobhan Foster, Makayla Schwietert, Paul Nguyen, Robert Carroll, Steve Hormuth, Eric Nunez, Carlos Rojas, Eileen Paulin, Alison Giglio, Manuel Gomez

Other Directors Present: Deb Allen, Andy Ginocchio, Cash Achrekar, Alison Bok, Cynthia Rupert, Diane Casey, Jim Cook, Ralph Engdahl, S.K. Park

1. Call Meeting to Order/ Establish Quorum - President Carpenter

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

2. Pledge of Allegiance

Director Milliman led the Pledge of Allegiance to the Flag.

3. Acknowledgment of Media

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

4. Approval of Agenda

President Carpenter requested an approval of the agenda.

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

5. Approval of Minutes

- a. February 07, 2023 – GRF Board Regular Open Meeting
- b. February 16, 2023 – GRF Board Agenda Prep Meeting

There being no objections, the meeting minutes were each approved separately by unanimous consent.

6. Report of the Chair - None

7. CEO Report

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

- March is Social Work Month, "The time is right for social work"
- Social Services has served Laguna Woods Village since 1972
- Counselors are available for short-term counseling and long-term care planning and resource referrals
- Services Offered: Assessments, Support Groups, Counseling Services, etc.....
- The Foundation of Laguna Woods Village
- Council on Aging – Southern California
- 2023 Optimal Aging Lecture Series
- Monthly Fall Prevention Classes
- Other Classes – Train your brain
- Dementia Support
- Contact Information for Social Services

Eric Nunez, Director of Security, discussed Social Services further in detail.

8. Open Forum (Three Minutes per Speaker)

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

- A member commented on The Foundation of Laguna Woods Village.
- A member commented on The Tennis Club and the Recreation Reservation System
- A member commented on following up on an ongoing issue
- A member commented on Gate 1 and 3 needing better lighting due to the foliage
- A member commented on Administration Fee

9. Responses to Open Forum Speakers

The following are responses to the open forum speakers:

- Director Horton suggested the member come to the next CAC meeting to have her questions answered
- CEO commented that staff will take a look at the foliage at Gate 1 & 3

10. Consent Calendar

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

Recommendation from the Finance Committee:

10a. Consistent with its statutory obligations a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of January 2023, and by this vote ratified that such review be confirmed in this month's Board Member Open Session Meeting minutes.

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

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

11. Unfinished Business

11a. Update Committee Appointments

Director Milliman read the following resolution:

RESOLUTION 90-23-12

GRF Committee Appointments

RESOLVED, March 07, 2023, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Community Activities Committee

Yvonne Horton, Chair (GRF)
Elsie Addington (GRF)
Joan Milliman, Alternate (GRF)
Cush Bhada (Third)
Jules Zalon, Alternate (Third)
Mark Laws (Third)
Diane Casey (United)
Pearl Lee (United)
Frank Stern (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Roland Boudreau, Ajit Gidwani

Finance Committee

James, Hopkins, Chair (GRF)
Elsie Addington (GRF)
Debbie Dotson, Alternate (GRF)
Donna Rane-Szostak (Third)
Andy Ginocchio (Third)
Mark Laws, Alternate (Third)
Azar Asgari (United)
Thomas Tuning (United)
Margaret Bennett (Mutual 50)
Sue Stephens, Alternate (Mutual 50) Advisor:
Rosemarie diLorenzo

Information Technology Advisory Committee (ITAC)

James Hopkins, Chair (GRF)
Bunny Carpenter (GRF)
Deborah Dotson (GRF)
Diane Casey (United)
~~Thomas Tuning (United)~~
Mary Simon (United)
Mark Laws (Third)
Advisor: Sue Margolis

Landscape Committee

Juanita Skillman, Chair (GRF)
Yvonne Horton, (GRF)
Diane Casey (United)
Lenny Ross (United)
Jules Zalon (Third)
Nathaniel Ira Lewis (Third)
Andy Ginocchio, Alternate (Third)
Glenn Miller (Mutual 50)
Advisor: Catherine Brians

Maintenance & Construction Committee

Reza Karimi, Chair (GRF)
Gan Mukhopadhyay, Co-Chair (GRF)
Egon Garthoffner, Alternate (GRF)
James Cook (Third)
Ralph Engdahl (Third)
~~Cush Bhada, Alternate (Third)~~
Andy Ginocchio, Alternate (Third)
Alison Bok (United) – Temporary Fill In
Mary Simon (United)
Sue Stephens (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Bill Walsh, Carl Randazzo, Ajit Gidwani

Clubhouse Renovation Ad Hoc Committee

Egon Garthoffner, Chair (GRF)
Gan Mukhopadhyay, Co-Chair (GRF)
Deborah Dotson (GRF)
Reza Karimi (GRF)
~~Cush Bhada, (Third)~~
Andy Ginocchio (Third)
Moon Yun, Alternate (Third)
Ralph Engdahl (Third)
Mary Simon (United)

Advisors: Ajit Gidwani, Carl Randazzo, Bill Walsh

Media and Communications

Joan Milliman, Chair (GRF)
Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
James Cook (Third)
Cris Prince, (Third)
Moon Yun, Alternate (Third)
Anthony Liberatore (United)
Maggie Blackwell (United)
Margaret Bennett (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)

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

Website Ad Hoc Committee

Joan Milliman, Chair (GRF)
Debbie Dotson (GRF)
Anthony Liberatore (United)
Azar Asgari (United)
Mark Laws (Third)

Donna Rane-Szostak (Third)

Advisors: Lucy Parker, Diane Phelps,

Broadband Ad Hoc Committee

Joan Milliman, Chair (GRF)
Jim Hopkins (GRF)
Debbie Dotson (GRF)
Cris Prince (Third)
Jim Cook (Third)
Diane Casey (United)
Maggie Blackwell (United)
Margaret Bennett (Mutual 50)
Sue Stephens, Alternate (Mutual 50)

Advisors: Martin Rosa

Mobility & Vehicles Committee

Don Tibbetts, Chair (GRF)
Egon Garthoffner (GRF)
Elsie Addington, Alternate (GRF)
James Cook, Alternate (Third)
Cush Bhada (Third)
Moon Yun (Third)
Azar Asgari (United)
Alison Bok (United)

Frank Stern (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisor: Vashi Williams

Security and Community Access

Don Tibbetts, Chair (GRF)
Juanita Skillman (GRF)
Moon Yun (Third)
~~Cris Prince (Third)~~
~~S.K. Park (Third)~~
Donna Rane-Szostak, Alternate (Third)
Cash Achrekar (United)
Maggie Blackwell (United)
Sue Stephens (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)

OTHER COMMITTEES:

Disaster Preparedness Task Force

Eric Nunez, Chair
Juanita Skillman (GRF)
Gan Mukhapadhyay (GRF)
~~James Cook (Third)~~
~~S.K. Park (Third)~~
Donna Rane-Szostak, Alternate (Third)
Anthony Liberatore (United)
Alison Bok (United)
Rick Kopps, Resident (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisors: Tom Soule, Bruce Bonbright

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

Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
~~Mark Laws, Alternate (Third)~~
~~S.K. Park, Alternate (Third)~~
Cash Achrekar, Alternate (United)
Pearl Lee (United)
Jules Zalon (Third)
Margaret Bennet (Mutual 50)
Sue Stephens, Alternate (Mutual 50)

Purchasing Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Jim Hopkins (GRF)
Mark Laws (Third)

Donna Rane-Szostak (Third)
Ralph Engdahl, (Third)
Thomas Tuning (United)
Lenny Ross (United)
Advisor: Carl Randazzo

Select Audit Task Force

James Hopkins (GRF)
Diane Phelps (GRF)
Cynthia Rupert (United)
Peggy Moore (Third)

Compliance Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Maggie Blackwell (United)
Pearl Lee (United)
Mark Laws (Third)
Cris Prince (Third)
Joan Milliman (GRF)
Juanita Skillman (GRF)
Reza Karimi (GRF)

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

RESOLVED FURTHER, that Resolution 90-23-07 adopted February 7, 2023, is hereby superseded and cancelled; and

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

Director Milliman made a motion to approve Resolution 90-23-12. Director Dotson seconded.

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

11b. Gate 12 Update – (Oral Discussion)

Security Director, Eric Nunez, entered the meeting and provided an update regarding Gate 12.

Mr. Nunez gave a presentation on the following:

- Second Gate Ambassador at Gate 12
- Process of installing a Kiosk at the Gate House
- Tinkering with Overnight Parking Permits to add Gate 12
- Adding RFID reader

Chief Nunez answered questions from the Board.

12. New Business

12a. Leased Office Space and Timing of the Relocations – (Oral Discussion)

Maintenance and Construction Director, Manuel Gomez, provided an update regarding the leased office space, and the timing of the relocations.

Discussion ensued among the Board.

13. The Board took a 5-minute break

14. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director Hopkins. The committee met on February 15, 2023; next meeting April 19, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) GRF Treasurer's Report – Director Hopkins
 - (2) GRF Finance Committee Report
- b. Report of the Community Activity Committee – Director Horton. The committee met on January 12, 2023; next meeting March 9, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. Report of the Landscape Committee – Director Skillman. The committee met on February 8, 2023; next meeting May 10, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Maintenance & Construction Committee – Director Karimi. The committee met on February 2, 2023; next meeting April 12, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Clubhouse Renovation Ad Hoc Committee – Director Garthoffner. The Committee met on March 6, 2023; next meeting TBA.
- e. Report of the Media and Communications Committee—Director Milliman. The committee met on February 22, 2023; next meeting March 20, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Website Ad-Hoc Committee – Director Milliman. The committee met on January 31, 2023; Next meeting TBA
 - (2) Broadband Ad Hoc – Director Milliman. The committee met on February 28, 2023; next meeting March 20, 2023, at 3:00 p.m. in the Sycamore Room.
- f. Report of the Mobility & Vehicles Committee – Director Tibbetts. The Committee met on February 1, 2023; next meeting April 5, 2023, at 1:30 p.m. in the Board Room.
- g. Report of the Security & Community Access Committee – Director Tibbetts. The Committee met on February 27, 2023; next meeting April 24, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.

- (1) Report of the Laguna Woods Village Traffic Hearings – Director Addington. The Traffic Hearings were held on January 18, 2023; next hearings on March 15, 2023, at 9:00 a.m. as a virtual meeting.
 - (2) Compliance Ad Hoc Committee – President Carpenter. The committee met on February 17, 2023; next meeting TBA.
- h. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on January 31, 2023; next meeting March 28, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - i. Information Technology Advisory Committee – Director Hopkins. The Committee met on January 27, 2023; next meeting TBA.
 - j. Purchasing Ad-Hoc Committee – Director Carpenter. The Committee last met on April 7, 2022; next meeting TBA.

15. Future Agenda Items - *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*

16. Director's Comments

- Director Skillman commented on the quickness of this meeting
- Director Dotson commented on her show "Let's Talk Tech"
- Director Milliman wished everyone a Happy St. Patrick's Day coming up

17. Recess 11:28 a.m. - *At this time, the Meeting recessed for lunch and reconvened to Executive Session to discuss the following matters per California Civil Code §4935: Member Disciplinary Matters; Personnel Matters; Contractual Matters; and Litigation Matters.*

Closed Session Agenda

VMS Board Update

Approved the Agenda

Approve the Minutes of:

(a) February 1, 2023 – Special Closed Session

(b) February 7, 2023 – Regular Closed Session

Discuss and Consider Personnel Matters

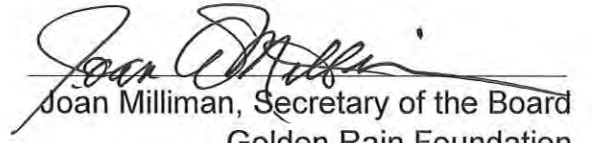
Discuss and Consider Contractual Matters

Discuss Legal/Legislation Matters

Discuss Member Disciplinary Matters

18. Adjournment

The meeting was adjourned at 2:45 p.m.



Joan Milliman, Secretary of the Board
Golden Rain Foundation



OPEN MEETING

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

**Thursday, March 16, 2023 – 10:00 a.m.
Willow Room/Virtual Meeting**

GRF Agenda Prep Meeting

Directors Present: Bunny Carpenter, Yvonne Horton, Elsie Addington, Juanita Skillman, Reza Karimi, Joan Milliman, Egon Garthoffner, Gan Mukhopadhyay, Debbie Dotson, Don Tibbets

Directors Absent: Jim Hopkins,

Staff Present: Siobhan Foster- CEO, Paul Nguyen, Makayla Schwieter, Carlos Rojas, Catherine Laster

Others Present: None

1. Call Meeting to Order and Establish Quorum

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

2. Approval of the Agenda

President Carpenter asked for approval of the agenda.

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

3. Announcements

President Carpenter made the following comments:

- The Purchasing Task Force is currently reviewing a check list for check approval.
- The recently elected United Board Member is Sue Quam.
- An upcoming hearing will be scheduled for United residents.
- Shared an idea of holding a Trust Workshop for Board members and residents, to better understand GRF money; where it goes and where it comes from.
-

Discussion ensued among the board.

Director Hopkins entered the meeting at 9:42 a.m.

4. Discuss and Consider Items to be placed on the Tuesday, April 4, 2023, Board Meeting Open & Closed Agendas

Director Milliman made a motion to approve the April 4, 2023, Open and Closed Agendas. Director Horton seconded.

Hearing no changes or objections, the April 4, 2023, Open and Closed Agendas were approved unanimously.

5. Director Comments

- Multiple directors commented on the GRF budget.

6. Adjournment

The meeting was adjourned at 11:14 a.m.

DocuSigned by:

Joan Milliman

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Joan Milliman, Secretary of the Board
Golden Rain Foundation



STAFF REPORT

DATE: April 4, 2023
FOR: Golden Rain Foundation Board of Directors
SUBJECT: Laguna Hills Memorial Day Half Marathon, 10K and 5K

RECOMMENDATION

Staff recommends that the Golden Rain Foundation of Laguna Woods (GRF) authorize the limited use of the Community streets for the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K event.

BACKGROUND

For the past 24 years, Laguna Woods Village has given permission for a portion of the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K event to pass through the Community. The race is a collaboration between the City of Laguna Hills, the Golden Rain Foundation and Laguna Woods Village, who created the 5k event in 1994. The event is scheduled for May 29, 2023, and is expected to draw nearly 5,000 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 through Laguna Woods Village (Attachment 1).

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 5:30 to 8:30 a.m. The following Cul-de-sacs would be closed from 6:30 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 no parking would 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 19 and 26; in the Globe; and send automatic phone calls to those households affected by the race closures.

FINANCIAL ANALYSIS

None.

Prepared By: Catherine Laster, Services Manager

Reviewed By: Alison Giglio, Recreation and Special Events Director

ATTACHMENT(S)

Attachment 1: Request Letter from the City of Laguna Hills

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

Attachment 3: GRF Resolution - City of Laguna Hills Memorial Day Half Marathon, 10K and 5K Event



March 15, 2023

CITY OF LAGUNA HILLS

Alison Giglio
Recreation and Special Events Director
Laguna Woods Village
24351 El Toro Road
Laguna Woods, CA. 92637

Dear Ms. Giglio: *Alison*

For the past twenty-four 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 community, 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 29, 2023 and is once again expected to draw nearly 5,000 runners and spectators.

The City of Laguna Hills will be working with Spectrum Sports Management 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. The only difference this year is that the half marathon will begin at 6:30 am with the 5K/10K beginning at the traditional time of 7:00 am. So we will be through the community earlier but no later than previous years.

The generosity of the Golden Rain Foundation and Laguna Woods Village has contributed to the event's success for many 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 should the Association and Community want to come out and celebrate with us. We look forward to celebrating the 25th 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 (██████████).

Sincerely,

Dave Reynolds
Deputy City Manager/Community Services Director
City of Laguna Hills

**Attachment 2: Laguna Hills Half Marathon, 10K and 5K Course Map
(Laguna Woods Village)**





RESOLUTION 90-23-XX

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

WHEREAS, the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K, is scheduled to take place on Monday, May 29 2023; and

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

NOW THEREFORE BE IT RESOLVED, April 4, 2023, that the Board of Directors of this Corporation hereby authorizes the limited use of the Community streets inside Gate 2 on the morning of May 29, 2023, for the City of Laguna Hills Memorial Day Half Marathon, 10K and 5K, event; and

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

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RESOLUTION 90-23-XX

GRF Committee Appointments

RESOLVED, April 04, 2023, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Community Activities Committee

Yvonne Horton, Chair (GRF)
Elsie Addington (GRF)
Joan Milliman, Alternate (GRF)
Cush Bhada (Third)
Jules Zalon, Alternate (Third)
Mark Laws (Third)
Diane Casey (United)
Pearl Lee (United)
Frank Stern (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Roland Boudreau, Ajit Gidwani

Finance Committee

James, Hopkins, Chair (GRF)
Elsie Addington (GRF)
Debbie Dotson, Alternate (GRF)
Donna Rane-Szostak (Third)
Andy Ginocchio (Third)
Mark Laws, Alternate (Third)
Azar Asgari (United)
Thomas Tuning (United)
Margaret Bennett (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisor: Rosemarie diLorenzo

Information Technology Advisory Committee (ITAC)

James Hopkins, Chair (GRF)
Bunny Carpenter (GRF)
Deborah Dotson (GRF)
Diane Casey (United)
Mary Simon (United)
Mark Laws (Third)
Advisor: Sue Margolis

Landscape Committee

Juanita Skillman, Chair (GRF)
Yvonne Horton, (GRF)
Diane Casey (United)
~~Lenny Ross (United)~~
Sue Quam (United)
Jules Zalon (Third)
Nathaniel Ira Lewis (Third)
Andy Ginocchio, Alternate (Third)
Glenn Miller (Mutual 50)
Advisor: Catherine Brians

Maintenance & Construction Committee

Reza Karimi, Chair (GRF)
Gan Mukhopadhyay, Co-Chair (GRF)
Egon Garthoffner, Alternate (GRF)
James Cook (Third)
Ralph Engdahl (Third)
Andy Ginocchio, Alternate (Third)
~~Alison Bok (United) — Temporary Fill In~~
Lenny Ross (United)
Mary Simon (United)
Sue Stephens (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Bill Walsh, Carl Randazzo, Ajit Gidwani

Clubhouse Renovation Ad Hoc Committee

Egon Garthoffner, Chair (GRF)
Gan Mukhopadhyay, Co-Chair (GRF)
Deborah Dotson (GRF)
Reza Karimi (GRF)
Andy Ginocchio (Third)
Moon Yun, Alternate (Third)
Ralph Engdahl (Third)
Mary Simon (United)
Advisors: Ajit Gidwani, Carl Randazzo, Bill Walsh

Media and Communications

Joan Milliman, Chair (GRF)
Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
James Cook (Third)
Cris Prince, (Third)
Moon Yun, ~~Alternate~~ (Third)
~~Anthony Liberatore (United)~~

Maggie Blackwell (United)
~~Sue Quam (United)~~
Margaret Bennett (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)
Advisors: Carmen Pacella, Tom Nash, Lucy Parker, Theresa Frost,
Catherine Brians

Website Ad Hoc Committee

Joan Milliman, Chair (GRF)
Debbie Dotson (GRF)
Anthony Liberatore (United)
Azar Asgari (United)
Mark Laws (Third)
Donna Rane-Szostak (Third)
Advisors: Lucy Parker, Diane Phelps

Broadband Ad Hoc Committee

Joan Milliman, Chair (GRF)
Jim Hopkins (GRF)
Debbie Dotson (GRF)
Cris Prince (Third)
Jim Cook (Third)
Diane Casey (United)
Maggie Blackwell (United)
Margaret Bennett (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisors: Martin Rosa

Mobility & Vehicles Committee

Don Tibbetts, Chair (GRF)
Egon Garthoffner (GRF)
Elsie Addington, Alternate (GRF)
James Cook, Alternate (Third)
Cush Bhada (Third)
Moon Yun (Third)
Azar Asgari (United)
Alison Bok (United)
Frank Stern (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisor: Vashi Williams

Security and Community Access

Don Tibbetts, Chair (GRF)
Juanita Skillman (GRF)
~~Moon Yun (Third)~~
SK Park (Third)

Donna Rane-Szostak, Alternate (Third)
Cash Achrekar (United)
Maggie Blackwell (United)
Sue Stephens (Mutual 50)
Peter Sanborn, Alternate (Mutual 50)

OTHER COMMITTEES:

Disaster Preparedness Task Force

Eric Nunez, Chair
Juanita Skillman (GRF)
Gan Mukhapadhyay (GRF)
SK Park (Third)
Moon Yun (Third)
Donna Rane-Szostak, Alternate (Third)
Anthony Liberatore (United)
Alison Bok (United)
Rick Kopps, Resident (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisors: Tom Soule, Bruce Bonbright

Laguna Woods Village Traffic Hearings (Chair will alternate

between Boards) Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
SK Park, Alternate (Third)
Cash Achrekar, Alternate (United)
Pearl Lee (United)
Jules Zalon (Third)
Margaret Bennet (Mutual 50)
Sue Stephens, Alternate (Mutual 50)

Purchasing Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Jim Hopkins (GRF)
Mark Laws (Third)
Donna Rane-Szostak (Third)
Ralph Engdahl, (Third)
Thomas Tuning (United)
Lenny Ross (United)
Advisor: Carl Randazzo

Select Audit Task Force

James Hopkins (GRF)
Diane Phelps (GRF)
Cynthia Rupert (United)
Peggy Moore (Third)

Compliance Ad Hoc Committee

Bunny Carpenter, Chair (GRF)

Maggie Blackwell (United)

Pearl Lee (United)

Mark Laws (Third)

Cris Prince (Third)

Joan Milliman (GRF)

Juanita Skillman (GRF)

Reza Karimi (GRF)

Correspondent – Elsie Addington (GRF)

El Toro Water District – Juanita Skillman (GRF)

RESOLVED FURTHER, that Resolution 90-23-12 adopted March 7, 2023, is hereby superseded and cancelled; and

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

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ENDORSEMENT (to Board of Directors)

Donation of Lathe Machine for Clubhouse 4 Woodshop

Authorize the Community Activities Committee recommendation to review and recommend Board approval of the donation of a used lathe machine for use in the Clubhouse 4 woodshop in accordance with the Donation Policy.

A motion was made to recommend the donation of the lathe machine for Clubhouse 4 woodshop.

Motion passed by a vote of 7-1. Director Laws opposed.

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STAFF REPORT

DATE: April 4, 2023
FOR: Board of Directors
SUBJECT: Donation of Lathe Machine for Clubhouse 4 Woodshop

RECOMMENDATION

Review and recommend Board approval for a resolution of the donation of a used lathe machine for use in the Clubhouse 4 woodshop in accordance with the Donation Policy (Attachment 1).

BACKGROUND

Laguna Woods Village clubs and/or individual residents have historically donated items to GRF to enhance GRF facilities, services and programs for the enjoyment of all village residents.

DISCUSSION

A resident would like to donate a two-year-old lathe machine and work bench which both have been deemed in good working order for use in the Clubhouse 4 woodshop. (Attachment 2 and Attachment 3). This lathe machine meets the criteria for acceptance contained in the GRF Donation Policy including meeting a true need for the facility; does not interfere with the intended use of the facility; and does not require the relocation of other equipment or infrastructure to accommodate the donation. GRF will assume maintenance costs.

FINANCIAL ANALYSIS

The estimated annual maintenance cost would be \$20 and would only be necessary when the machine parts need to be washed/oiled.

Prepared By: Alison Giglio, Recreation and Special Events Director

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

ATTACHMENT(S)

ATT 1: GRF Donation Policy
ATT 2: Resident Donation Request
ATT 3: Photo of Lathe Machine/Workbench
ATT 4: Resolution 90-23-XX Donation of Lathe Machine for Clubhouse 4 Woodshop

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Attachment 1



Golden Rain Foundation | Donation Policy

I. Purpose

To provide guidelines and an efficient and effective process for accepting gifts and minor monetary donations in a responsible, transparent and accountable manner that is consistent with Golden Rain Foundation (GRF) goals. This policy also establishes guidelines, standards and procedures for the installation and care of donated community improvements. GRF desires to encourage donations while managing aesthetic impacts and mitigating installation and ongoing maintenance costs.

II. Donation Defined

A donation is defined as any item of value given to GRF by a donor who expects nothing significant of value in return other than recognition and disposition of the gift in accordance with the donor's wishes to the degree possible.

III. Sponsorships Defined

A sponsorship is defined as any item of value given to GRF by a donor. The sponsor expects the publicity of the sponsorship(s) to attract new supporters, sponsors and donors alike. Most sponsors like to share their activities, and GRF will typically highlight the sponsor.

IV. Types of Donations and Sponsorships

Donations and/or sponsorships may be offered in the form of cash and real or personal property. Designated donations are donations the donor specifies for a particular department, location or purpose. Undesignated donations are donations given to GRF for an unspecified use. Typically, donations and/or sponsorships to GRF are made by individuals, Village clubs or the Village Community Fund (VCF). VCF is a nonprofit 501(c)(3) community-benefit charitable organization created by Village residents to provide support for programs, services and facilities that enrich the lives of older adults.

V. Consistency with GRF Interests

Designated donations and/or sponsorships may be accepted only when they fulfill a purpose consistent with GRF goals and are in the best interest of Laguna Woods Village. GRF must always consider resident trust and comply with all applicable governing documents and laws when accepting donations.

VI. Standards for Donations and Sponsorships

- A. Acquisition or purchase:** GRF and the community have an interest in ensuring that community space elements shall be purchased and installed by Village Management Services (VMS). Items selected for acquisition or purchase will be of high quality

Attachment 1

related to style, appearance, durability and ease of maintenance. VMS personnel will be responsible for coordinating purchases and installations of all community space elements. All acquisitions and/or purchases shall be approved in advance by the GRF board of directors. In certain instances, the GRF board may waive the requirements that the community space element(s) be purchased by VMS.

- B. Appearance and aesthetics:** GRF and the community have an interest in ensuring the best appearance and aesthetic quality of community facilities. Community space elements should reflect the character of the space or facility. All community space elements will be installed in a manner that will not substantially change the character of a facility or its intended use.
- C. Maintenance:** Donated community space elements will become GRF property once installed and/or permanently placed in the mutually agreed-upon location. Accordingly, VMS has the duty to provide only routine maintenance and repair of the donation for a minimum of five years or beyond, if applicable. GRF, may, but shall not be required to, replace the donation or community space improvement if it is stolen, vandalized, worn out, irreparably damaged, destroyed or expires. In certain instances, the GRF board may waive the requirement that maintenance costs be funded by the donor.
- D. Repair:** GRF has an interest in ensuring that all community space elements remain in good repair. In addition, the community has an interest in ensuring that the short- and long-term repair costs are reasonable. Repair parts and materials must be readily available. Donated community space elements purchased must be of high quality to ensure longevity and be resistant to the elements, wear and tear, and acts of vandalism.
- E. Cost:** GRF has an interest in ensuring that the donor covers the full cost for the purchase, installation and maintenance during the expected life cycle of donated community space element(s). GRF also has an interest in ensuring that ongoing maintenance costs do not negatively impact the resources for maintenance of other GRF facilities. Consequently, GRF will assess, at time of purchase, a charge sufficient to cover anticipated installation and ongoing maintenance costs of donated community space element(s) during its anticipated life cycle.

VII. Procedure for Making Donations and Sponsorships

- A. Management:** The applicable department director or services manager will manage the proposed donation(s) and/or sponsorship(s) (Recreation and Special Events, Landscaping Services, General Services, Maintenance and Construction, etc.).
- B. Contact:** Donor or sponsor must contact the applicable department director or services manager to determine whether donation(s) and/or sponsorship(s) will be accepted and the conditions of acceptance. If the donation(s) or sponsorship(s) is(are) accepted, the donor will work with VMS s
- C.** Staff to finalize the combined total cost of donation(s) and/or sponsorship(s) and

Attachment 1

complete the Donation Agreement (Attachment 1).

- D. Committee consideration:** Donation(s) and/or sponsorship(s) will be reviewed by the applicable oversight committee prior to board consideration of donation(s).
- E. Board approval:** Final approval shall be granted by the GRF board of directors for acceptance of all donations and/or sponsorships.
- F. Board approval – VCF donations:** Acceptance of VCF donations and/or sponsorships requires GRF board approval of the Donation/Sponsorship Agreement (Attachment 1) followed by execution of the corresponding VCF Project Application (Attachment 2).

VIII. Criteria for Acceptance

To accept donation(s) and/or sponsorship(s) of a community space element for a specific facility, the donation must:

- A.** Meet a true need of the facility;
- B.** Not interfere with the intended current or future use of the facility; and
- C.** Not require the relocation of other equipment or infrastructure to accommodate the donation and/or sponsorship.

GRF reserves the right to accept or deny any donation(s).

IX. Guidelines

All determinations, will be based upon, but not limited to, the following guidelines.

A. Flowers, shrubs and bushes

1. Donated plants become exclusive property and maintenance responsibility of GRF;
2. Only those plantings that require a maintenance effort consistent with other plantings will be considered;
3. Site preparation, installation and site restoration will be the responsibility of GRF;
4. Only perennial flowering plants will be permitted and incorporated in existing beds; and
5. Placement of plants will be based on criteria such as the variety, color, mature height and size. Compatibility with surrounding areas will be a strong consideration for planted materials and their location.

B. Trees

1. Donated trees become the exclusive property and maintenance responsibility of GRF;

Attachment 1

2. Site preparation, installation and site restoration will be the responsibility of GRF;
3. Tree placement/location will be based upon variety of tree selected, mature height, size, etc. Compatibility with surrounding areas will be a strong consideration for trees and their location; and
4. Size and species of tree(s) donated shall be limited to those determined by GRF.

C. Signage

1. No signage or slogans shall be displayed on donated personal property or those items secured with U.S. dollar cash donations. Donation and/or sponsorship acknowledgement shall be found listed on gratuity plaque displayed at one selected location, e.g., the Community Center or applicable clubhouse, if gratuity plaques are displayed there. Gratuity plaque will list only the name(s) of the person(s) or the specific club name and the date of the donation and/or sponsorship. Refer to Naming Policy.

D. Benches, tables and other amenities

1. Donated benches become exclusive property and maintenance responsibility of GRF;
2. Site preparation, installation and site restoration will be the responsibility of GRF; and
3. Amenity must be similar to or complement other amenities in the area.

E. Buildings, structures and public art

1. Donated buildings, structures (including playgrounds) and public art are not considered as part of this policy.

X. Conditions

- A. **Cost:** Donor covers the full cost for the purchase, installation and maintenance during the expected life cycle of donated community space elements. Any surplus funds would be applied to related or ancillary operational and maintenance expenses.
- B. **Installation:** Installation of donated community space elements, including any donor acknowledgement, will be completed by VMS personnel. Installation will be scheduled at a time and date as determined by applicable department director or COO, so as not to unnecessarily interfere with routine maintenance activities.
- C. **Removal and/or relocation:** This section applies to both existing and new donations. GRF reserves the right to remove and/or relocate donated community space elements and their associated signage when they interfere with site safety, maintenance or other activities.

Attachment 1

XI. Distribution of Donation and Sponsorship

- A.** Tangible items will be distributed to the applicable department director or CEO for use.
- B.** Monetary donations in U.S. dollars for the installation and maintenance expenses will be deposited into the appropriate account for the designated department as assigned by the director of Financial Services or recommended by the receiving department director.
- C.** Donations of cash for undesignated donations will be deposited into appropriate account for the designated department as assigned by the director of Financial Services.
- D.** The director of Financial Services will allocate any surplus funds to related or ancillary operational and maintenance expenses.

XII. Donation Record Keeping

A copy of the Donation/Sponsorship Agreement for accepted donations shall be forwarded to the director of Financial Services for recordkeeping, the designated department director for which the donation and/or sponsorship was assigned and the services manager.

XIII. Declined Donations and Sponsorships

GRF reserves the right to decline any donation if, upon review, acceptance of the donation is determined in the sole discretion of GRF to be not in the best interests of the community.

Attachment 2

Laguna Woods Village

Recreation Committee Request Form

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE RECREATION REQUESTS

Your request is important to us and will be handled accordingly. Per the policy of the Golden Rain Foundation (GRF), if your request falls outside the scope of the Recreation Department's authority, it will be forwarded to the Community Activities Committee (CAC) for review. If you are unsure whether your request falls into this category, please contact the on-site facility Supervisor or the Recreation Manager at 597-4462 in order to make that determination. If it does, you may receive written confirmation acknowledging receipt of your request. CAC will then review the request and determine the proper course of action. If necessary, CAC will make a recommendation to the GRF Board of Directors for action. You will then be notified of the Committee or Board's decision. Please be patient as this process may take several months.

Print Requestor Name: _____ Date: 1-23-23

Print Individual, Club or Organization Name: Wood Working Shop

Manor: _____ Phone: _____ E-mail: _____

Request (please check one):

☐ Change/Exception to Policy ☒ Donation ☐ Staff Time Request
☐ Equipment Request ☐ Facility Request ☐ Other: _____

Explanation:

Please explain the circumstances of your request. Include approximate cost, dates, times and locations when necessary. Please use reverse side or attach a separate sheet if necessary.

I wish to donate a (like new) Lathe, including the
work bench, its accessories, plus associated
THE TOTAL VALUE OF THE SYSTEM IS APPROX
\$1500 - \$2,000

Requestor Signature: _____

Signatures of All Other Individuals/Club Presidents Affected by this Request:

Signature	Manor #	For	Undecided	Against
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Please attach a separate sheet if more signatures are necessary)

PLEASE FORWARD COMPLETED REQUEST FORM TO:

Laguna Woods Village Recreation Department
P.O. Box 2220, Laguna Woods, CA 92657

Attachment 3



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Attachment 4



RESOLUTION 90-23-XXX **Donation of Lathe Machine for Clubhouse 4 Woodshop**

This Agreement, entered into this 4th day of April, 2023, is by and between the Golden Rain Foundation (“GRF”), a California non-profit mutual benefit corporation and Donor who donated a used lathe machine for Clubhouse 4 woodshop.

WHEREAS, GRF and Donor recognize the importance of community facilities and amenities; and

WHEREAS, GRF and Donor acknowledge the benefit of donations when they have a purpose consistent with GRF goals and are in the best interest of Laguna Woods Village; and

WHEREAS, the Donor has offered to donate a used lathe machine for Clubhouse 4 woodshop; and

WHEREAS, the Recreation and Special Events Department Director or Financial Services Director reviewed and affirms the proposed donation meets the criteria for acceptance contained in the GRF Donation Policy:

- a. Meet a true need of the facility;
- b. Not interfere with the intended current or future use of the facility; and
- c. Not require the relocation of other equipment or infrastructure to accommodate the donation.

NOW THEREFORE BE IT RESOLVED, April 4, 2023, that GRF and Donor in accordance with the described conditions and obligations, hereinafter set forth and agree as follows:

Section 1 The donation, known as a used lathe machine for Clubhouse 4 Woodshop, described below, is donated in its entirety to GRF, hereafter owned by GRF and managed on behalf of the residents of Laguna Woods Village by Village Management Services, Inc. (VMS)

Section 2 Donation description: a used lathe machine and work bench
Space of facility: Clubhouse 4
Location: Clubhouse 4 woodshop

Attachment 4

Section 3 Amount of Donation

Item cost:	\$1500.00
Installation cost:	\$0.00
Maintenance cost:	<u>\$20.00</u>
Total estimated donation	\$1520.00

Section 4 GRF reserves the right to move/remove and/or retire the donation following cessation of the five-year period. The term shall commence upon the date entered into and indicated above.

Section 5 GRF will not replace the donation or community space improvement if it is stolen, vandalized, worn out, irreparably damaged, destroyed or expires.

Section 6 Installation and Maintenance: GRF shall be responsible for installation and maintenance of the item, including any reasonable repairs.

Section 7 Term: The term of this agreement is a minimum of five years or beyond, if applicable; and

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

ENDORSEMENT (to Board of Directors)

Equestrian Care Services Fees

Authorize the Community Activities Committee recommendation for additional Equestrian care services fees.

A motion was made to recommend additional Equestrian care service fees.

Motion passed unanimously.

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STAFF REPORT

DATE: April 4, 2023
FOR: Board of Directors
SUBJECT: Equestrian Care Services Fees

RECOMMENDATION

Review and recommend Board approval for a resolution of additional equestrian care services fees (Attachment 1).

BACKGROUND

The Recreation and Special Events Department manages the Equestrian Center's daily operation. The department's responsibilities include, but are not limited to, managing boarding and riding programs, outdoor social events, horse trailer storage, horse feeding, trails and facility maintenance.

DISCUSSION

In 2022, the Equestrian Center piloted a care services program to allow for customized care of boarded horses; 2022 Equestrian Center Pricing Policy and Chargeable Service Fees RESOLUTION 90-21-47 (Attachment 2). Offered care services have proven to be extremely successful, with monthly revenue of approximately \$1,500 (\$18,000 annually). The program has assisted in securing boarded horses that were previously not willing to board at a partial-care facility, due to the desire for more upscale care with full-service offerings. The care services program is designed to provide flexibility for boarders, allowing them to select a customized level of care and support.

With the addition of the proposed care services fees, staff estimates an increase in revenue of approximately \$9,000 annually.

- 2 x Half Training (\$275.00) = \$550
- 2 x Water Bucket (\$30.00) = \$60
- 4 x Bath (\$25.00) = \$100
- 6 x Rinsing Horse (\$5.00) = \$30
- 3 x Cleaning Hay Manger (\$10.00) = \$30

Total: \$770 per month
Annual: \$9,240

Boarders continually request additional services that have not been established. The additional care services will expand staff's ability to assist boarders with the care and training of their horses, produce significant revenue and provide upscale offerings keeping the barn full. The added offerings also include services for lesson clients. Creating showing and clinic opportunities with support from staff.

The proposed fees were determined after conducting a comprehensive regional pricing analysis of similar facilities: Woodland Farms, San Juan Capistrano; Blossom Hill Ranch, Murrieta; Vogel Equine LLC, San Juan Capistrano; Bridges Equestrian, San Juan Capistrano; Dana Smith of San Juan Capistrano (Attachment 3).

All services requested are to be performed by qualified staff only.

FINANCIAL ANALYSIS

The recommended pricing for care services is based on comparisons with local hunter/jumper lesson programs and full-service care facilities with similar programs and accounts for staff time. The \$1 per day care services are based on an analysis of the cost for staff to complete these services. In most cases, services are discounted heavily from market rate in consideration of HOA contributions. The care services are the only true revenue/profit offering that the Equestrian Center provides and will assist in covering the cost of care and supplies for the GRF owned lesson horses.

Prepared By: Laura Cobarruviaz, Sr. Equestrian Supervisor

Reviewed By: Jennifer Murphy, Recreation Manager
Alison Giglio, Recreation and Special Events Director
Steve Hormuth, Financial Services Director
Catherine Laster, Services Manager

Committee Routing: Finance Committee

ATTACHMENT(S)

ATT 1: Proposed Equestrian Care Services Fees (redlined)
ATT 2: 2022 Equestrian Center Pricing Policy and Chargeable Service Fees, Resolution 90-21-47
ATT 3: Regional Pricing Analysis
ATT 4: Resolution 90-23-XX Equestrian Care Services Fees

Attachment 1

Proposed Equestrian Care Services Fees

EQUESTRIAN CENTER FEES	
Horse Care Services (per day)	\$35
Horse Boarding Fee (per month)	\$265
Shavings (per bag) *	\$7.50
Non-Resident Horse Boarding Fee	\$325
Non-Resident Shavings	\$8.50
Dry Stall	\$150
Horse Feed - Alfalfa Hay*	\$51
Horse Feed - Teff Hay*	\$69
Horse Feed - Orchard Hay*	\$90
Horse Feed - Timothy Hay*	\$99
Resident Trail Ride on GRF Horse (45 min)	\$15
Resident Trail Ride on Boarded Horse (45 min)	\$5
Resident Private Lesson with GRF Horse (45 min)	\$30
Resident Private Lesson with Boarded Horse (45 min)	\$20
Resident Group Lesson with GRF Horse (45 min)	\$15
Resident Group Lesson with Boarded Horse (45 min)	\$10
Non-Resident Trail Ride on GRF Horse (45 min)	\$27
Non-Resident Trail Ride on Boarded Horse (45 min)	\$15
Non-Resident Private Lesson with GRF Horse (45 min)	\$55
Non-Resident Private Lesson with Boarded Horse (45 min)	\$35
Non-Resident Group Lesson with GRF Horse (45 min)	\$35
Non-Resident Group Lesson with Boarded Horse (45 min)	\$20
Storage, horse trailer (annually)	\$160
Non-Resident Storage, horse trailer (annually)	\$240
Hauling horse in trailer (per hour)	\$50
Hauling horse in trailer (per mile)	\$0.58
SPECIALTY CARE SERVICES	
Turnout (monthly charges)	\$30
Feeding Prepared Grain or Feed (monthly charges)	\$30
Hand Walking (monthly charges)	\$150
Lunge (charges are per occurrence)	\$15
Blanketing or Fly Sheet, On & Off (monthly charges)	\$60
3rd Feeding option (monthly charges)	\$30
PROPOSED SPECIALTY CARE SERVICES	
Filling of 1 water bucket (per day)	\$1
Water bucket service -dumping, cleaning and refilling (each, per day)	\$3
Fly boots / on or off (per day)	\$1
Installation of rubber wall mats (per stall)	\$75
Slow feeder wall install (per stall)	\$10
Bucket holder installation (per stall)	\$15
Self-purchased waterer install (per stall)	\$20
Clean hay manger (per manger)	\$10
Clean grain manger (per manger)	\$5
Tack trunk move/removal (per occurrence)	\$50

Attachment 1

Full grooming (per occurrence)	\$8
Full grooming / 5 days a week (per month)	\$100
Bath (per occurrence)	\$25
Stall wall cleaning or bleaching (per occurrence)	\$75
Repainting stall walls (per occurrence)	\$50
Stripping of stall (per occurrence)	\$20
Fans / on or off (per day)	\$1
Exercise ride / 45 minutes, includes warm-up/cool down (per occurrence)	\$25
Training ride / 45 minutes, includes warm-up/cool down (per occurrence)	\$35
Rinsing horse / after exercise or other (per occurrence)	\$5
Re-level turnout (per occurrence)	\$25
Additional sand for turnout	At cost
Extra cleaning (per day)	\$5
Holding for vet (per hour)	\$30
Body clipping / full- approved horses only (per occurrence)	\$150
Body clipping / trace clip- approved horses only (per occurrence)	\$100
Body clipping / bridle path, leg, face cleanup; approved horses only (per occurrence)	\$20
Mane pulling / trimming (per occurrence)	\$40
Boarder horse assessment ride + ride fee (per occurrence)	\$50
Tack fitting (per occurrence)	\$50
Wound treatment / cleaning and wrapping (per day)	\$8
PROPOSED SHOW FEES	
Show warm up (per day)	\$35
Show groom (per day / per horse)	\$50
Show night check (per day/ per horse)	\$10
Show Lunge	\$20
2-Standing wraps (per occurrence)	\$5
4-Standing wraps (per occurrence)	\$10
Show client horse- show warm up required (per class)	\$15
Show school horse + show fees + transport fees (per day)	\$75
Home show school horse use fee (per day)	\$15
PROPOSED TRAINING FEES	
Full training: 3 rides/lunges a week, 2 private lessons (per month)	\$425
Half training: 2 rides/lunges a week, 1 private lesson (per month)	\$275

*Fees subject to change due to current market value

Attachment 2

RESOLUTION 90-21-47

2022 EQUESTRIAN CENTER PRICING POLICY AND CHARGEABLE SERVICE FEES

WHEREAS, the current pricing policy and fees were reviewed to establish fair costs to boarders while providing a high level of horse care and customer service. The proposed fees were determined after conducting a comprehensive regional cost analysis of similar facilities. CAC recommended the following proposed Equestrian Center Fees, subject to affirmation by the Finance Committee and board approval:

New 2022 Proposed Equestrian Center Fees

EQUESTRIAN CENTER 2021 FEES		PROPOSED	
Horse Care Services (per day)	\$35	No Changes	
Horse Boarding Fee (per month)	\$249	\$265	
Shavings (per bag)*	\$7	\$7.50	
Non-Resident Horse Boarding Fee (per month)		\$325	New Fee
Non-Resident Shavings (per bag)*		\$8.50	New Fee
Dry Stall (per month)	\$150	No Changes	
Horse Feed - Pellets	\$36	Eliminate	
Horse Feed - Alfalfa Hay (per month)*	\$51	No Changes	
Horse Feed - Teff Hay (per month)*	\$63	\$69	
Horse Feed - Orchard Hay (per month)*	\$90	No Changes	
Horse Feed - Timothy Hay (per month)*	\$96	\$99	
Resident Trail Ride on GRF Horse (45 min)	\$9	\$15	
Resident Trail Ride on Boarded Horse (45 min)	\$5	No Changes	
Resident 1/2 Hour Lesson with GRF Horse	\$13	Eliminate	
Resident 1/2 Hour Lesson with Boarded Horse	\$11	Eliminate	
Resident Private Lesson with GRF Horse (45 min)	\$25	\$30	
Resident Private Lesson with Boarded Horse (45 min)	\$21	\$20	
Resident 1/2 Hour Group Lesson with GRF Horse	\$5	Eliminate	
Resident 1/2 Hour Group Lesson with Boarded Horse	\$3	Eliminate	
Resident Group Lesson with GRF Horse (45 min)	\$9	\$15	
Resident Group Lesson with Boarded Horse (45 min)	\$5	\$10	
Non-Resident Trail Ride on GRF Horse (45 min)	\$27	No Changes	
Non-Resident Trail Ride on Boarded Horse (45 min)	\$15	No Changes	
Non-Resident 1/2 Hour Lesson with GRF Horse	\$42	Eliminate	
Non-Resident 1/2 Hour Lesson with Boarded Horse	\$36	Eliminate	
Non-Resident Private Lesson with GRF Horse (45 min)	\$84	\$55	
Non-Resident Private Lesson with Boarded Horse (45 min)	\$72	\$35	
Non-Resident 1/2 Hour Group Lesson with GRF Horse	\$14	Eliminate	
Non-Resident 1/2 Hour Group Lesson with Boarded Horse	\$8	Eliminate	
Non-Resident Group Lesson with GRF Horse (45 min)	\$27	\$35	
Non-Resident Group Lesson with Boarded Horse (45 min)	\$15	\$20	
Storage, horse trailer (annually)	\$160	No Changes	
Non-Resident Storage, horse trailer (annually)		\$240	New Fee
Hauling horse in trailer (per hour)	\$47.25	\$50	
Hauling horse in trailer (per mile)	\$0.58	No Changes	
Specialty Care Services (monthly charges)			
Turnout		\$30	
Feeding Prepared Grain or Feed		\$30	
Hand Walking		\$150	
Lunge (charges are per occurrence)		\$15	
Blanketing or Fly Sheet, On & Off		\$60	
3rd Feeding option		\$30	

*Fees subject to change due to current market value

Attachment 2

WHEREAS, on September 9, 2021 the Community Activities Committee (CAC) recommended the GRF Equestrian Ad Hoc Committee's proposed equestrian service fee amendments to the current Equestrian Pricing Policy Resolution 90-20- 20 to be effective FY 2022, and;

WHEREAS, at the October 20, 2021 Finance Committee meeting, the committee affirmed the CAC recommendation of the equestrian service fee amendments to the current Equestrian Pricing Policy Resolution 90-20-20 to be effective FY 2022.

NOW THEREFORE BE IT RESOLVED, November 2, 2021 the Board of Directors of this Corporation hereby adopts GRF Equestrian Ad Hoc Committee's recommended equestrian service fee amendments to the current Equestrian Pricing Policy Resolution 90-20-20 to be effective FY 2022; 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. November Initial Notification-28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied Director Milliman moved to approve the resolution. Director Dotson seconded the motion. There being no objections, the motion to approve the 2022 Equestrian Center Pricing Policy and Chargeable Service Fees was approved unanimously.

REGIONAL PRICING ANALYSIS

Woodland Farms, San Juan Capistrano, Ca

Full Training:

Our full-training program is provided five days a week, Tuesday through Saturday. It includes daily care, lessons, and professional rides. This typically entails three to four instructed lessons, and one to two professional schooling rides each week. This program includes turnouts, lunges, maintenance grooming, and standing for vet, chiropractic, and masseuse calls and visits.

Half Training:

The half-training program is a service that includes three days a week of any combination of lessons and/or professional rides. Turnouts, lunges, and maintenance grooming are not included in this program.

Lay-up Training:

We offer a lay-up training service for horses that are recovering from injuries and/or are coming back into work. This service is provided five days a week and includes hand walking or walking under saddle (up to twenty minutes each day). Additionally, wrapping and icing of legs, distribution of any medication or special feeding needed for the horse at that time, standing for vet calls as necessary, and providing any other care indicated by the veterinarian are also provided under lay-up training. The owner will provide necessary wraps and medications.

Additional Services: (Some prices may vary)

Full Grooming: \$300.00/month

Full grooming is offered to clients who are in either full or half training. This service includes full tack up prior to rides and full untacking after rides. This also includes supplement and medication distribution depending on the horse's needs.

Blanketing: \$60.00/month

This is a service provided each month once it is cold enough for our horses to be blanketed during the winter. Blankets are put on each evening and taken off the following morning.

Supplements and Medication Distribution: \$50.00

If your horse uses supplements or any medication on a daily basis, we will care for those needs on days when the owner/rider cannot come down to the barn.

Body Clipping: Ponies \$185.00 Horses \$225.00

Full body clipping is another service provided at an additional charge; Chris, our head groom, does all of the body clippings. Sedation, if necessary will be charged separately.

Attachment 3

Supervised Care-day: \$200/mo

This is a one day a week (Monday) care package offered to full-training clients to have their horse(s) turned out, lunged, hand-walked, or put on the hotwalker.

Miscellaneous Services:

Daily Grooming: \$25/day

Mane Pull: \$50

Show Clip (face, ears, and legs): \$50

Turnouts: \$20/day

Lunges: \$30/day

Hand-walks and standing for vet calls: \$25/half hour

Home Show Fees:

- **Rail Fee and Show Prep:** \$50.00/day
 - This provides coaching and training throughout the day for all of the rider's classes.
- **Professional Ride Fee:** \$50.00/day
 - This is for horses being shown by a trainer in one or more class.
- **Schooling Ride Fee:** \$30.00/day
 - This is for horses not being shown by a trainer but who require schooling rides before or between the rider's classes.
- **Grooming:** \$35.00/day + \$15.00/day tip
 - This ensures a clean and proper turnout of the horse and allows the rider to focus on their competition. Grooming also includes, feeding, watering, and clean-up.
- **Lesson Horse Usage Fee:** \$50.00/day
- **Medication and Supplies:** (cost varies per horse)
 - The need for medications and/or additional supplements are determined and administered by Woodland Farms' staff. Supplies (i.e. bute, dexamethazone, banamine, poultice, show sheet, hoof oil, etc.) will be charged to the rider's show bill; these costs will vary per horse and show.
- ****The above fees are for home shows. All fees must be paid on or before the final day of competition. The horse show office requires a deposit check on the first day of the horse show; it will be closed out on competitors final show day. All other show fees (i.e. rail fee, ride fee, grooming, etc.) must be paid to Chrissy by the final day of the horse show. A \$25.00 late fee will be charged to checks received after the close of the show.***

Away Show Fees:

- **Rail Fee and Show Prep:** \$75.00/day
 - This provides coaching and training throughout the day for all of the rider's classes.
- **Professional Ride Fee:** \$75.00/day
 - This is for horses being shown by a trainer in one or more class.
- **Schooling Ride Fee:** \$30.00/day
 - This is for horses not being shown by a trainer but who require schooling rides before or between the rider's classes.

Attachment 3

- **Grooming:** \$50.00/day + \$15.00/day tip
 - This is mandatory for all riders competing at the show. We want our riders to be able to fully focus on their competition and not have to worry about the preparation of their horse(s). This fee also includes feeding, watering, and cleaning of the stalls. There will be a flat rate for show, non-show, horse show set-up, and warm up days. If necessary, the groom's accommodations will be split up between the number of horses/riders attending the show.
- **Lesson Horse Usage Fee:** \$75.00/day
 - This includes every day that the horse is at the show (i.e. arrival day, warm-up day, and/or show day).
 - Lesson horses may not always be available for away shows due to their lesson schedules at home. If you seek to use a lesson horse for an away show, please talk to the head trainer at least three weeks in advance.

Blossom Hill Ranch, Murrieta, Ca

Half-Training (Board Required)

+\$400 per Month (Includes two (2) lessons per week)

Full-Training (Board Required)

+\$800 per Month (Includes five (5) training rides or lessons and one (1) turn-outs or lunges per week)

Vogel Equine LLC, San Juan Capistrano, Ca

Full Training

Includes: Up to 5 services a week. Which can include individual lessons and or trainer schooling.

\$800.00

Full Training Full Groom Option

Includes: Up to 6 services per week. Includes Monday groom turnout or lunge, blanketing during the winter and tack room space. Horse will be tacked up and down for riders lessons.

\$1250.00

Bridges Equestrian, San Juan Capistrano, Ca

Costs

If you are riding a BRIDGES HORSE these amounts include horse rental, coaching, and show prep*. This fee must be paid prior to two weeks before the show. Registrations made within two weeks of the show will incur a \$50 late registration fee.

Per – Day Non-Member: \$275

Per – Day Monthly Member/Leased Bridges Horse: \$255

Per – Day Private Horse \$150 (For those who own their own horse includes warm up)

Attachment 3

Show entry fees of \$150 – \$250 per day are separate, paid directly to the show office. If you forget to pay and we have to pay for you, there will be a \$25 plus 10% service charge to cover the service fees, and we will charge your card on file.

Open division riders are responsible for cleaning their own tack. BRIDGES will clean your tack for an additional \$25, but we need to know prior to the Thursday before the show.

Dana Smith, San Juan Capistrano, Ca

Daily fee per horse-rider/day: \$75

Groom fee \$75 (paid directly to groom at closing of show and includes a tip) Sycamore Day Fees are not paid at show.

Trailer fees round trip from Rancho Sierra Vista:

- Oak \$130.00, single haul \$150.00
- Coto: \$170.00, single haul \$200.00
- Del Mar: \$350.00, single haul \$400.00
- San Luis Rey/Dr. McCuellin's: \$450.00/return \$350.00
- Temecula: \$450.00
- Thermal/Santa Barbara: \$700.00 single haul \$850.00
- Alamo Pintata: \$900.00

Client pays all entry fees, stall fees, bedding, feed, tack/groom stall splits to horse show management before leaving the horse show grounds.

Client will receive a statement from Dana Smith Show Team, Inc. after closing of show for a split of barn set up, hospitality, day fees, and trainers hotel split (if applicable).

Groom fees are paid directly to horse show grooms or given to Dana prior to client leaving show grounds at closing of the show (Sycamore Trails shows do not apply).

Pricing Analysis

PROPOSED SPECIALTY CARE SERVICES
Filling of 1 water bucket (per day) – Same as similar services (turnout, blanketing) based on staff time
Water bucket service -dumping, cleaning and refilling (each, per day) – Based on 5 min staff time
Fly boots / on or off (per day) – Based on approved price for similar services/staff time
Installation of rubber wall mats (per stall) – Based on 2 hours of staff time to install
Slow feeder wall install (per stall) – Based on 30 minutes of staff time to install
Bucket holder installation (per stall) – Based on 45 min of staff time to install
Self-purchased waterer install (per stall) – Based on 1 hour of staff time to install
Clean hay manger (per manger) - Based on 30 minutes of staff time to install
Clean grain manger (per manger) - Based on 15 minutes of staff time to install
Tack trunk move/removal (per occurrence) - Based on staff time (2 stable hands/one hour)

Attachment 3

Full grooming (per occurrence) - Based on 20 min of Head Groom time
Full grooming / 5 days a week (per month) - Based on per occurrence price and discounted for frequency
Bath (per occurrence) - Based on 1 hour of Head Groom time
Stall wall cleaning or bleaching (per occurrence) - Based on 2 stable hands for 90 min
Repainting stall walls (per occurrence) - Based on 2 stable hands for 1 hour
Stripping of stall (per occurrence) - Based on 1 hour staff time
Fans / on or off (per day) - Same as similar services (turnout, blanketing) based on staff time
Exercise ride / 45 minutes, includes warm-up/cool down (per occurrence) - Based on Head Instructor time to groom, tack and ride
Training ride / 45 minutes, includes warm-up/cool down (per occurrence)- Based on Senior Supervisor time to groom, tack and ride
Rinsing horse / after exercise or other (per occurrence) - Based on 10 minutes of staff time Lead Groom
Re-level turnout (per occurrence) - Based on 45 minutes of staff time (2 stable hands)
Additional sand for turnout- Based on cost from vendor
Extra cleaning (per day)- Based on 10 minutes of staff time Stable Hand
Holding for vet (per hour)- Based on 1+ hours of staff time for typical service (Lead Instructor/Supervisor)
Body clipping / full- approved horses only (per occurrence) - Based on current market price/not discounted due to staff time required
Body clipping / trace clip- approved horses only (per occurrence) - Based on current market price/not discounted due to staff time required
Body clipping / bridle path, leg, face cleanup; approved horses only (per occurrence) - Based on current market price/not discounted due to staff time required
Mane pulling / trimming (per occurrence) - Based on current market price/not discounted due to staff time required
Boarder horse assessment ride + ride fee (per occurrence)- Based on 1+ hours of staff time- Senior Supervisor
Tack fitting (per occurrence) - Based on 2 hours of staff time- Head Instructor
Wound treatment / cleaning and wrapping (per day) - Based on senior staff members- 15 min
PROPOSED SHOW FEES
Show warm up (per day) - Based on current market price/staff time
Show groom (per day / per horse) - Based on current market price/staff time
Show night check (per day/ per horse)- Based on current market price/staff time
Show Lunge - Based on current market price/staff time
2-Standing wraps (per occurrence) Based on staff time- 15 min, head groom
4-Standing wraps (per occurrence) Based on staff time- 30 minutes- head groom
Show client horse- show warm up required (per class) Based on current market price/ Staff time 1+ hours Senior Supervisor / Lead Instructor
Show school horse + show fees + transport fees (per day) Based on loss of use for 3 lessons
Home show school horse use fee (per day) Based on current market price/ based on loss of use for 1 lesson
PROPOSED TRAINING FEES
Full training: 3 rides/lunges a week, 2 private lessons (per month) - Based on current market price/staff time for Sr. Supervisor and Head Instructor – Discounted by 40% from OC Show Barn market value – See below

Attachment 3

Half training: 2 rides/lunges a week, 1 private lesson (per month) - **Based on current market price/staff time for Sr. Supervisor and Head Instructor – Discounted by 40% from OC Show Barn market value – See below**



RESOLUTION 90-21-XX
Equestrian Care Services Fees

WHEREAS, the current pricing policy and fees were reviewed to establish fair costs to boarders while providing a high level of horse care and customer service. The proposed additional care services fees were determined after conducting a comprehensive regional cost analysis of similar facilities. CAC recommended the following proposed additional care services fees, subject to board approval:

**New 2023 Proposed Equestrian
Care Services Fees**

EQUESTRIAN CENTER FEES	
Horse Care Services (per day)	\$35
Horse Boarding Fee (per month)	\$265
Shavings (per bag) *	\$7.50
Non-Resident Horse Boarding Fee	\$325
Non-Resident Shavings	\$8.50
Dry Stall	\$150
Horse Feed - Alfalfa Hay*	\$51
Horse Feed - Teff Hay*	\$69
Horse Feed - Orchard Hay*	\$90
Horse Feed - Timothy Hay*	\$99
Resident Trail Ride on GRF Horse (45 min)	\$15
Resident Trail Ride on Boarded Horse (45 min)	\$5
Resident Private Lesson with GRF Horse (45 min)	\$30
Resident Private Lesson with Boarded Horse (45 min)	\$20
Resident Group Lesson with GRF Horse (45 min)	\$15
Resident Group Lesson with Boarded Horse (45 min)	\$10
Non-Resident Trail Ride on GRF Horse (45 min)	\$27
Non-Resident Trail Ride on Boarded Horse (45 min)	\$15
Non-Resident Private Lesson with GRF Horse (45 min)	\$55
Non-Resident Private Lesson with Boarded Horse (45 min)	\$35
Non-Resident Group Lesson with GRF Horse (45 min)	\$35
Non-Resident Group Lesson with Boarded Horse (45 min)	\$20
Storage, horse trailer (annually)	\$160
Non-Resident Storage, horse trailer (annually)	\$240
Hauling horse in trailer (per hour)	\$50
Hauling horse in trailer (per mile)	\$0.58
SPECIALTY CARE SERVICES	
Turnout (monthly charges)	\$30
Feeding Prepared Grain or Feed (monthly charges)	\$30

Attachment 4

Hand Walking (monthly charges)	\$150
Lunge (charges are per occurrence)	\$15
Blanketing or Fly Sheet, On & Off (monthly charges)	\$60
3rd Feeding option (monthly charges)	\$30
PROPOSED SPECIALTY CARE SERVICES	
Filling of 1 water bucket (per day)	\$1
Water bucket service -dumping, cleaning and refilling (each, per day)	\$3
Fly boots / on or off (per day)	\$1
Installation of rubber wall mats (per stall)	\$75
Slow feeder wall install (per stall)	\$10
Bucket holder installation (per stall)	\$15
Self-purchased waterer install (per stall)	\$20
Clean hay manger (per manger)	\$10
Clean grain manger (per manger)	\$5
Tack trunk move/removal (per occurrence)	\$50
Full grooming (per occurrence)	\$8
Full grooming / 5 days a week (per month)	\$100
Bath (per occurrence)	\$25
Stall wall cleaning or bleaching (per occurrence)	\$75
Repainting stall walls (per occurrence)	\$50
Stripping of stall (per occurrence)	\$20
Fans / on or off (per day)	\$1
Exercise ride / 45 minutes, includes warm-up/cool down (per occurrence)	\$25
Training ride / 45 minutes, includes warm-up/cool down (per occurrence)	\$35
Rinsing horse / after exercise or other (per occurrence)	\$5
Re-level turnout (per occurrence)	\$25
Additional sand for turnout	At cost
Extra cleaning (per day)	\$5
Holding for vet (per hour)	\$30
Body clipping / full- approved horses only (per occurrence)	\$150
Body clipping / trace clip- approved horses only (per occurrence)	\$100
Body clipping / bridle path, leg, face cleanup; approved horses only (per occurrence)	\$20
Mane pulling / trimming (per occurrence)	\$40
Boarder horse assessment ride + ride fee (per occurrence)	\$50
Tack fitting (per occurrence)	\$50
Wound treatment / cleaning and wrapping (per day)	\$8
PROPOSED SHOW FEES	
Show warm up (per day)	\$35
Show groom (per day / per horse)	\$50
Show night check (per day/ per horse)	\$10
Show Lunge	\$20
2-Standing wraps (per occurrence)	\$5
4-Standing wraps (per occurrence)	\$10
Show client horse- show warm up required (per class)	\$15
Show school horse + show fees + transport fees (per day)	\$75
Home show school horse use fee (per day)	\$15
PROPOSED TRAINING FEES	
Full training: 3 rides/lunges a week, 2 private lessons (per month)	\$425

Attachment 4

Half training: 2 rides/lunges a week, 1 private lesson (per month)	\$275
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*Fees subject to change due to current market value

WHEREAS, in 2022, the Equestrian Center piloted a care services program to allow for customized care of boarded horses, and;

WHEREAS, offered care services have proven to be extremely successful, with monthly revenue of approximately \$1,500 (\$18,000 annually) and has assisted in securing boarded horses that were previously not willing to board at a partial-care facility, due to the desire for more upscale care with full-service offerings, and;

WHEREAS, with the addition of the proposed care services fees, staff estimates an increase in revenue of approximately \$9,000 annually, and;

WHEREAS, on March 9, 2023 the Community Activities Committee (CAC) recommended the proposed additional equestrian care services fee, and;

WHEREAS, that this resolution supersedes and cancels resolution 90-21-47, adopted December 7, 2021;

NOW THEREFORE BE IT RESOLVED, May 2, 2023 the Board of Directors of this Corporation hereby adopts recommended additional equestrian care services fee; 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.

APRIL Initial Notification

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

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Treasurer's Report for April 4, 2023 Board Meeting

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

Through the reporting period of February 28, 2023, GRF had net revenue of \$956K, with total revenue of \$8,104K and total expense of \$7,148K. GRF was better than budget by \$388K with total expenses coming in \$703K better than anticipated. The favorable results seen in expenses were partially offset by lower revenues of (\$315K). These revenues were significantly impacted by less trust facilities fees collected than anticipated.

Slide 2 – The next chart displays the Operating Fund, which excludes the non-operating revenues and expenses and depreciation. This report shows a favorable variance of \$752K through the reporting period, with expenses better than budget by \$1,032K, offset by revenue worse than budget by (\$280K).

Slide 3 – This slide reflects the current market value of the GRF Reserves Discretionary Investment Portfolio and the original market value at time of inception. The current market value of the GRF Portfolio is \$18,209K as of February 28, 2023 compared to the value at inception of \$19,031K. Year to date, the market value remained unchanged and decreased by (\$822K), or (4.3%) since inception in 2019.

Slide 4 – Of the \$18,209K portfolio value mentioned in slide 3, \$15,628K is our reserves portfolio value. In addition to Discretionary Investments, the Reserves Fund assets also include cash of \$3,852K and Non-Discretionary Investments of \$12,407K. Payables and other total (\$188K), resulting in a Net Reserves Balance of \$31,699K.

Slide 5 – Now, back to the Operating Fund, which has the more significant impact on HOA assessments. This slide shows our most significant operating only variances by category with green bars representing favorable variances and orange bars representing unfavorable items.

Favorable. Overall, we had favorable variances in:

- Employee Compensation and related of \$416K, variance was primarily due to vacancies in General Services for bus drivers, janitorial positions, and auto technicians, vacancies in Security Services for security officers and dispatchers, and vacancies in Maintenance and Construction for inspector and facilities services technician positions. Recruitment is in progress for all open positions.
- Materials & Supplies of \$360K due to over accrued expenses for 2022 for inventory items throughout the mutual and fleet maintenance materials that were expected to be replaced such as tires and valves have not yet required replacement.
- Outside Services of \$172K, due to late invoicing for GRF evening janitorial services, low Lyft rideshare requests, less vehicle repairs

than anticipated, and late invoicing of software licensing services. In addition, timing of Village Breeze Magazine printing.

- Professional Fees of \$81K due to timing of consulting services needed for Information Services, Broadband Services, and Project Management work centers. In addition, audit fees have not yet been incurred by Financial Services though budgeted evenly throughout the year.

Unfavorable. Some offsetting unfavorable variance included:

- Broadband Services of (\$144K) due to lower high-speed internet revenue sharing than budgeted as the budget anticipated contract re-negotiation in which GRF would be awarded a higher revenue sharing percentage beginning in January, but began in March. Timing of advertising revenue for Village Breeze Magazine also contributed to the variance.
- Net Allocation to Mutuals of (\$121K) due to less expenses year to date than budgeted causing less to get allocated.

Slide 6 – This slide shows our sources of revenue other than the assessments, such as fees and rentals. To date, we have received just over \$1,445K of non-assessment operating revenue, as shown on this pie chart. By category, we can see that our largest revenue is Broadband Services (i.e. internet, set top boxes, ad insertion, and premium channels), followed by Golf Revenue, Clubhouse Rentals & Event Fees, and Merchandise Sales. Other revenue, which includes Class Fees, Additional occupancy fees, RV storage fees, and Locker Rental Fees, among others, amount to 12%. These revenues offset costs and help keep assessments down.

Slide 7 – The chart shows, as usual, our largest Operating expense is compensation, followed by cable and programming expenses. Of the \$6M, excluding depreciation, these two categories account for 78% of the total operating expense. Utilities & Fuel, Insurance, Professional and Legal, and Repairs and Maintenance, etc. make up the remaining 22%. If you consider that cable and programming are offset by broadband revenue, compensation accounts for 75% of the net expense, while insurance, utilities, and outside services account for 25% of the net operating expense.

Slide 8 – The reserve and restricted funds adjusted balances are shown here.

- Starting with the 1st column on the left, reserve funds have a combined ending balance of: \$36.2M; restricted fund balances have an ending balance of \$4M. Included in this total are contributions received this year through assessments, trust facilities fees, and investment earnings.
- The 2nd column shows the work in progress of \$4.5M for reserve and \$121K for restricted, reflecting the amounts paid for projects not yet completed.
- The 3rd column represents the resulting “adjusted” fund balances of \$31.7M for reserve and \$3.9M for restricted.

Slide 9 – We have a slide here to show resale History from 2021-2023. Community-wide sales total 91 through February 28, 2023. Most of these transactions generate the Trust Facilities Fee (transfer fee), used as a source of revenue for our reserves.

Slide 10 –The listing on this slide gives you an idea where the reserve money is committed. Of the \$20.3M appropriated by the Board for various projects and equipment purchases, the remaining

encumbrances against our reserve funds is \$16.7M, primarily for purchase or replacement of equipment throughout the facilities. Restricted funds had total appropriations of \$98K and remaining encumbrances of \$20K, for the moving of bus benches.

Slide 11 – We compare our “adjusted” fund balances to historical balances for the past five years on this next chart, showing that GRF has averaged \$26.8 million in reserve funds and \$2.3 million in contingency funds.

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GRF Financial Report

As of February 28, 2023



INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$5,637	\$5,637	\$0
Non-Assessment Revenue	\$2,467	\$2,782	(\$315)
Total Revenue	\$8,104	\$8,419	(\$315)
Total Expense	\$7,148	\$7,851	\$703
Net Revenue/(Expense)	\$956	\$568	\$388

GRF Financial Report

As of February 28, 2023



OPERATING ONLY INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$5,204	\$5,204	\$0
Non-Assessment Revenue	\$1,445	\$1,725	(\$280)
Total Revenue	\$6,649	\$6,929	(\$280)
Total Expense ¹	\$5,982	\$7,014	\$1,032
Operating Surplus/ (Deficit)	\$667	(\$85)	\$752

1) excludes depreciation

GRF Financial Report

As of February 28, 2023



GRF PORTFOLIO VALUE HISTORY Discretionary Investments (in Thousands)	Value	Annual Change \$	Annual Change %	Inception Change %
December 2019	\$19,031			
December 2020	\$19,822	\$791	4.2%	4.2%
December 2021	\$19,530	(\$292)	(1.5%)	2.6%
December 2022	\$18,209	(\$1,321)	(6.8%)	(4.3%)
February 2023	\$18,209	\$0	0%	(4.3%)
Summary*		(\$822)		(4.3%)

GRF Financial Report

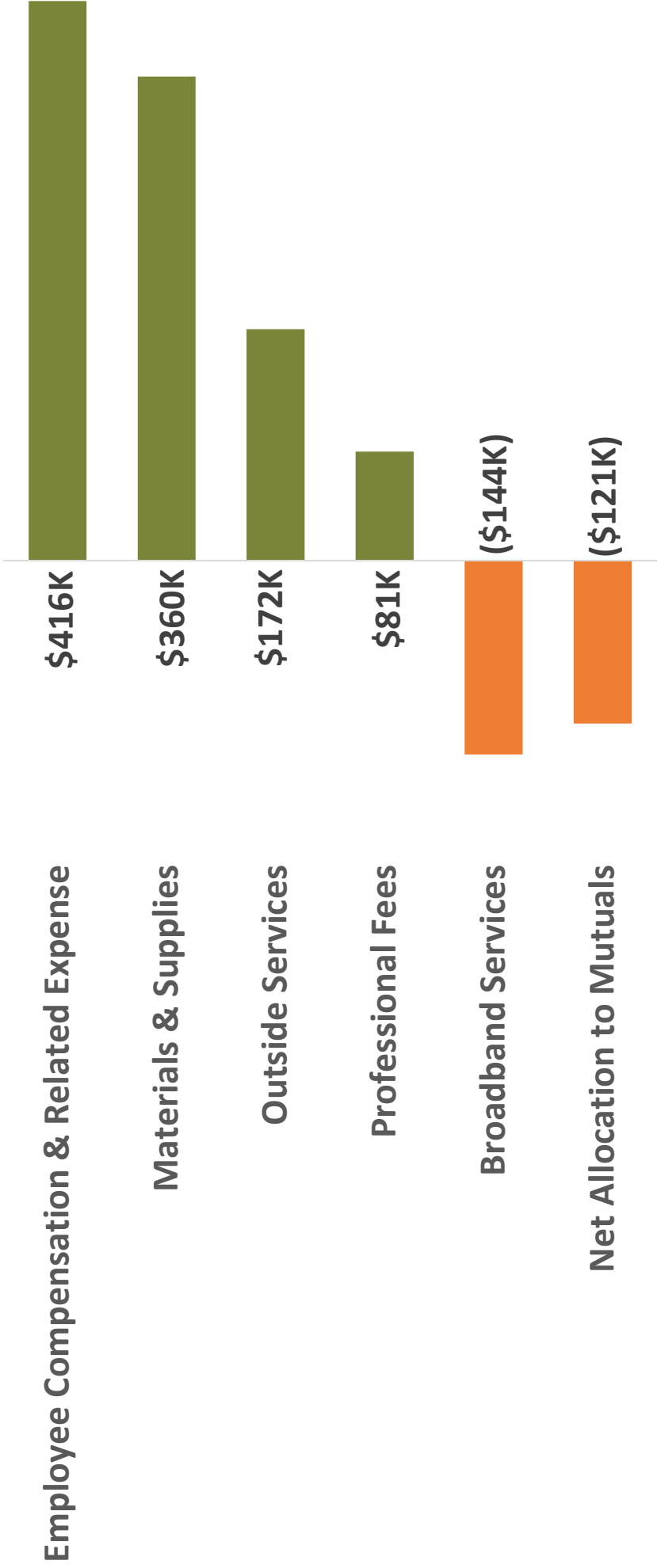
As of February 28, 2023



GRF RESERVE COMPOSITION (in Thousands)	Value
Portfolio	\$15,628
Cash & Cash Equivalents	\$3,852
Non-Discretionary Investments	\$12,407
Total	\$31,887
Payables and other	(\$188)
Reserves Adjusted Balance	\$31,699

GRF Financial Report

As of February 28, 2023
Operating Only



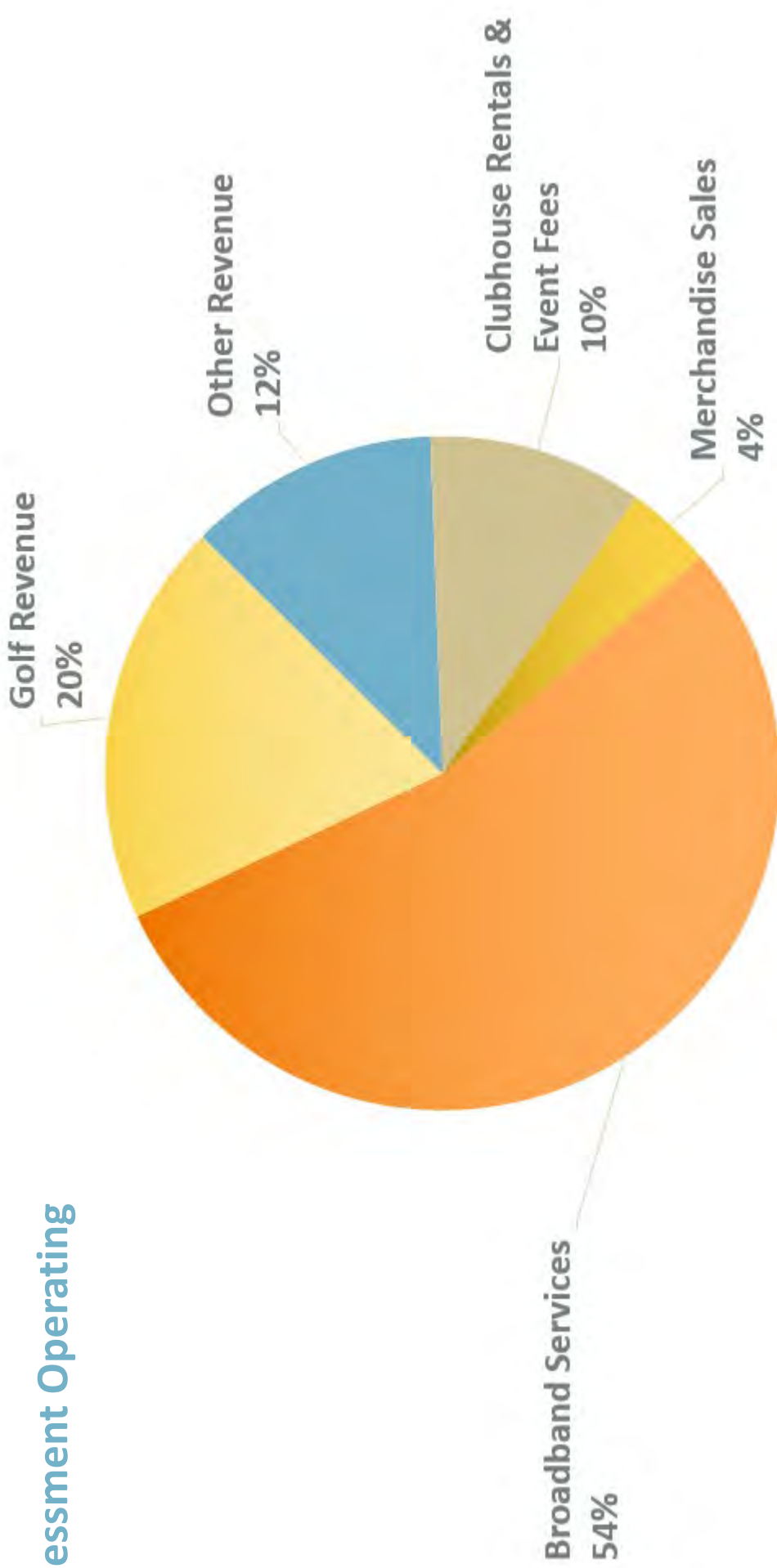
■ Unfavorable ■ Favorable

GRF Financial Report

As of February 28, 2023



Non-assessment Operating



GRF Financial Report

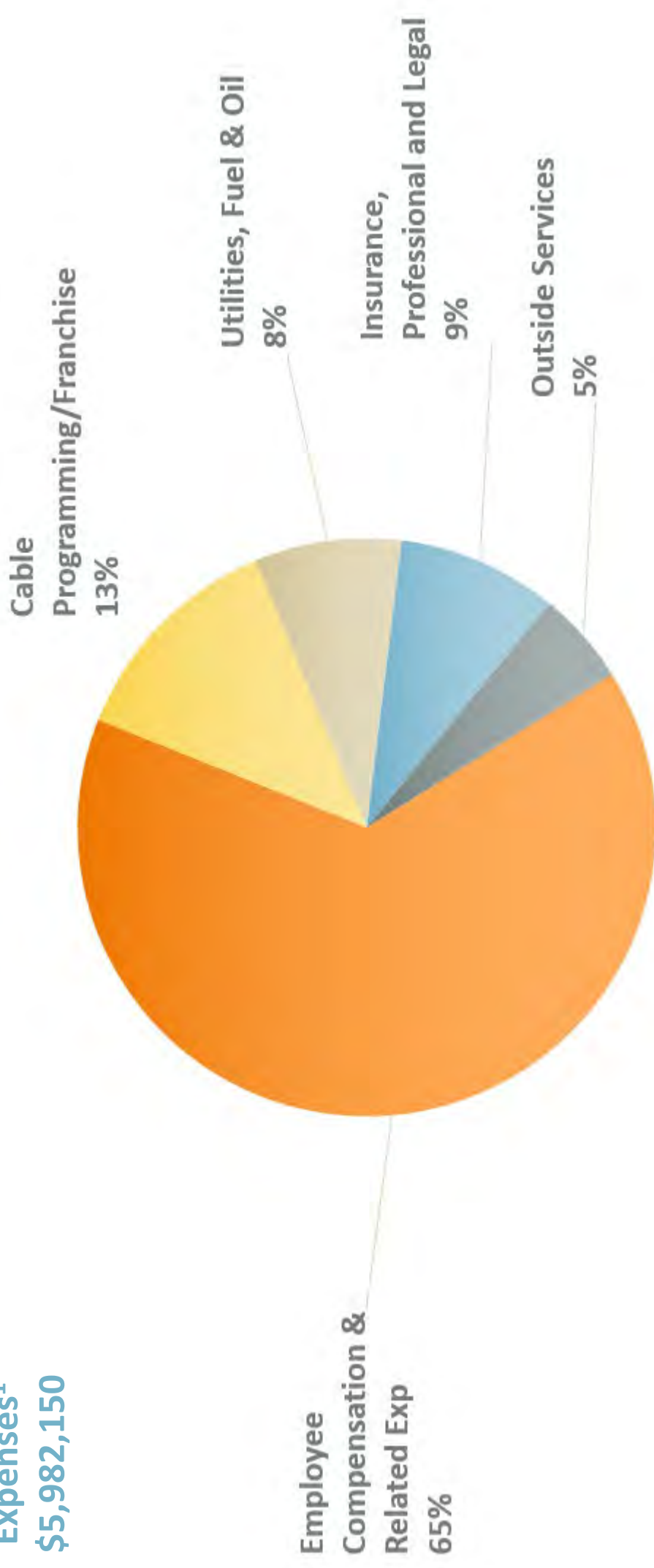
As of February 28, 2023



Total Operating

Expenses¹

\$5,982,150



GRF Financial Report

As of February 28, 2023

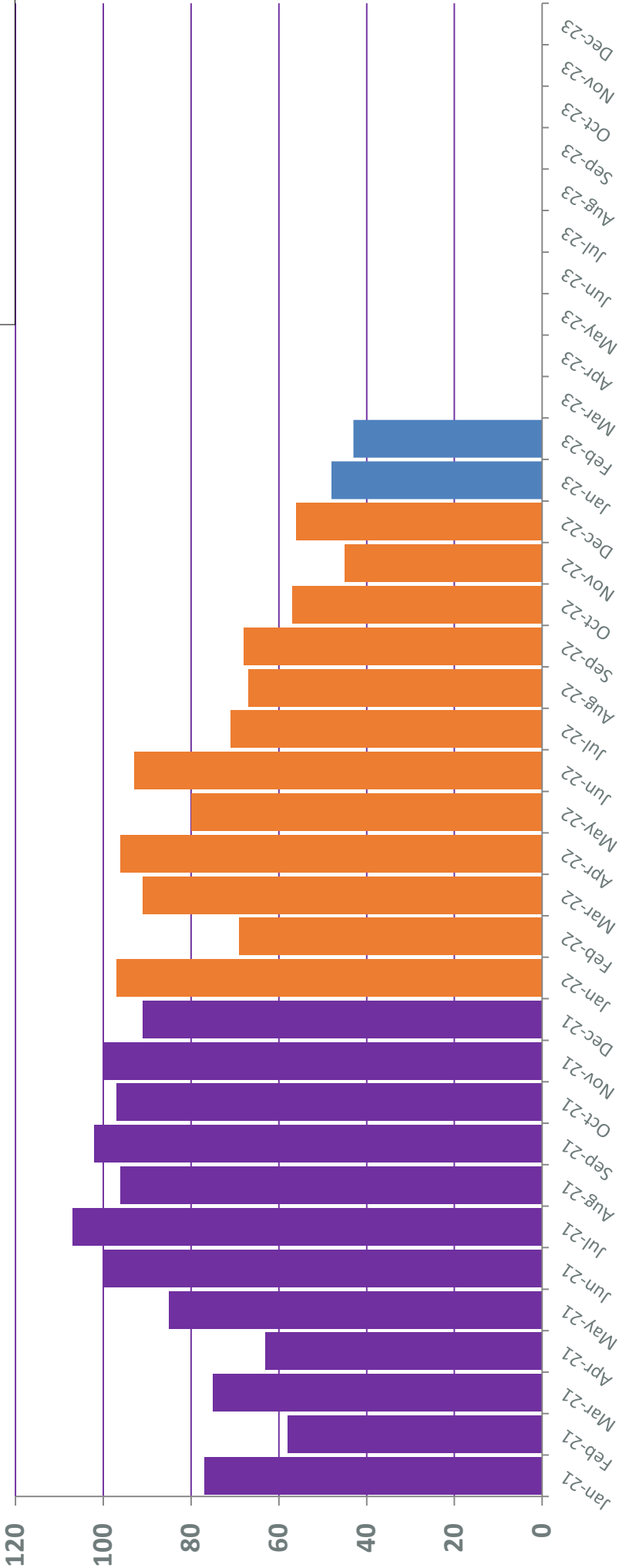


RESERVE FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment Fund	\$6,915	\$2,717	\$4,198
Facilities Fund	18,688	1,807	16,881
Trust Facilities Fee Fund	10,620	0	10,620
TOTAL	\$36,223	\$4,524	\$31,699
RESTRICTED FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Contingency Fund	\$3,981	\$121	\$3,860

GRF Financial Report

As of February 28, 2023

NO. OF RESALES			AVG. RESALE PRICE		
YTD 2021			135	\$324,244	
YTD 2022			165	\$367,197	
YTD 2023			91	\$444,282	



GRF Financial Report

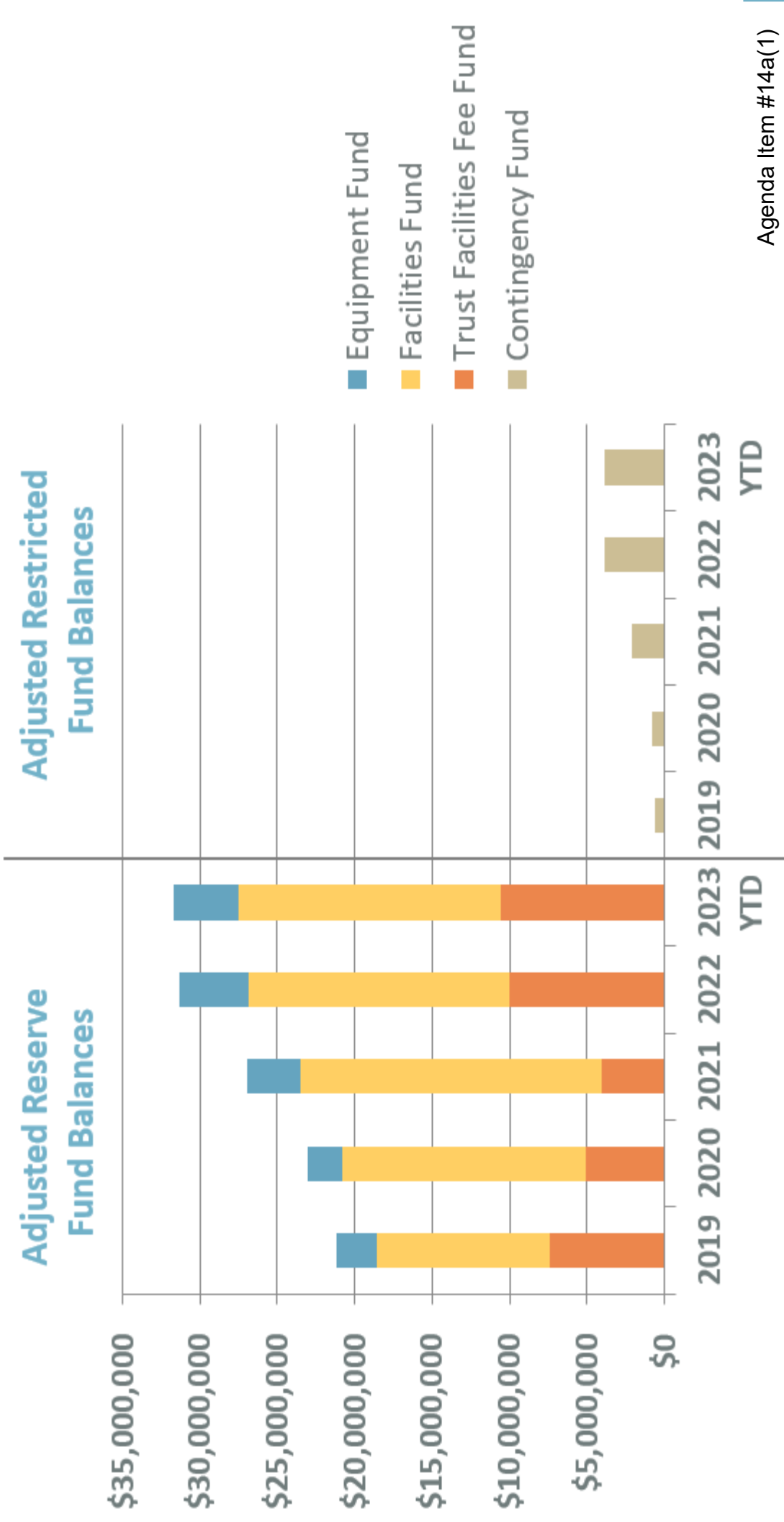
As of February 28, 2023



FUND ENCUMBRANCES (in thousands)				
	RESERVE FUNDS (EQF + FCF)		RESTRICTED FUND (CNF)	
	Total Appropriations	Remaining Encumbrance	Total Appropriations	Remaining Encumbrance
Aquatics & Fitness	\$150	\$150	\$0	\$0
Broadband Services	1,032	567	0	0
Clubhouses	2,465	1,485	0	0
Computers	5,622	4,192	0	0
Golf Facilities	980	801	0	0
Landscaping	3,281	2,888	0	0
Other Equipment	330	280	0	0
Other GRF Facilities	2,048	1,945	98	20
Paving	830	830	0	0
Security	324	230	0	0
Vehicles	3,240	3,111	0	0
TOTAL	\$20,302	\$16,749	\$98	\$20

GRF Financial Report

As of February 28, 2023



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FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, February 15, 2023 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: James Hopkins – Chair, Elsie Addington, Donna Rane-Szostak, Andy Ginocchio, Azar Asgari, Alison Bok (Substitute for Thomas Tuning), Margaret Bennett

DIRECTORS ABSENT: Thomas Tuning

ADVISORS PRESENT: None.

STAFF PRESENT: Steve Hormuth, Jose Campos, Erika Hernandez

OTHERS PRESENT: GRF – Bunny Carpenter, Juanita Skillman, Yvonne Horton, Joan Milliman, Reza Karimi, Egon Garthoffner

Third – Ira Lewis, Jim Cook, Cush Bhada, S.K. Park, Moon Yun

United – Lenny Ross, Reza Karimi

VMS – Cynthia Rupert, Debbie Allen

Call to Order

Director James Hopkins chaired the meeting and was called to order at 1:36 p.m.

Acknowledgement of Media

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

Approval of Meeting Agenda

A motion was made to approve the agenda as presented. Director Donna Rane-Szostak moved to amend the agenda and add the following agenda item:

- Agenda Item # 8b – GRF Investments

Director Asgari seconded the motion. Hearing no objection, the motion to amend the agenda was passed unanimously.

Approval of the Regular Meeting Report of December 21, 2022

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

Chair Remarks

Director Hopkins shared that he looked forward to discussing finances and investments.

Member Comments (Items Not on the Agenda)

None.

Department Head Update

Steve Hormuth, Director of Financial Services, briefly shared details regarding the 2022 Audit performed by KPMG and shared that the 2024 Budget timeline is available to view on the Laguna Woods Website Team Up calendar.

Review Preliminary Financial Statements dated December 31, 2022

The committee reviewed the financial statements dated December 31, 2022. Questions were addressed and noted by staff.

GRF Investments

Director Rane-Szostak commented on the current portfolio GRF Investments, discussed anticipated rate increases and possible future investment strategies. Director Hopkins elaborated on the GRF investments in the previous years.

A motion was made by Director Asgari to sell off discretionary Bond Funds and purchase US backed Treasury Bills and ladder investments into equal parts starting with 3-months, 6-months, 9-months, and 12-months. Director Alison Bok seconded. Discussion ensued.

The motion failed to pass by a vote of 2-5 (Director Hopkins, Director Addington, Director Rane-Szostak, Director Ginocchio, Director Bennett all opposed).

Employee Retention Credit

Steve Hormuth presented a staff report discussing the Employee Retention Credit (ERC) made available by the Internal Revenue Service (IRS) as a refundable tax credit for businesses that continued to compensate employees during the COVID-19 shutdown. Staff worked with a third-party consultant to determine eligibility for the corporation to receive the ERC. Based on the analysis performed by the third-party, the corporation did not meet the qualification requirements for the ERC.

ERP Update

Chuck Holland, Director of Information and Resident Services, presented on the new ERP Microsoft Dynamics 365 cloud-based software program that will be utilized to optimize business practices which is scheduled to roll-out in 3 phases. Multiple comments and questions were made and noted by staff.

Endorsement from Standing Committees

None.

Future Agenda Items

None.

Committee Member Comments


None.

Date of Next Meeting

Wednesday, April 19, 2023 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 3:50 p.m.


James Hopkins (Feb 28, 2023 19:52 PST)

James Hopkins, Chair

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OPEN MEETING

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

Thursday, March 9, 2023 – 1:30 p.m.
Board Room/Virtual Meeting

MEMBERS PRESENT: Yvonne Horton, Chair, Elsie Addington, Diane Casey, Pearl Lee, Cush Bhada, Mark Laws, Frank Stern, Ajit Gidwani, Dennis Boudreau

MEMBERS ABSENT: None

OTHERS PRESENT: Bunny Carpenter, Juanita Skillman, Joan Milliman, S. K. Park, Andy Ginocchio

STAFF PRESENT: Alison Giglio, Jennifer Murphy, Tom, McCray, Laura Cobarruviaz, Jose Campos, Jackie Chioni

Call to Order

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

Acknowledgement of Media

There was no press present.

Approval of Agenda

Director Addington requested to amend the agenda to include Clubhouse Renovation Ad Hoc Committee Update under Reports. Chair Horton stated this item is to be added as 11b.

Director Bhada made a motion to approve the agenda with amendment. Director Addington seconded.

Motion passed unanimously.

Approval of Committee Report for January 12, 2023

Director Laws made a motion to approve the report. Director Casey seconded.

Motion passed unanimously.

Chair's Remarks

Chair Horton stated she will make her remarks at the conclusion of the meeting.

Report of the Recreation and Special Events Director

Ms. Giglio stated all CAC Directors are invited to attend a special joint meeting for the Clubhouse Renovation Ad Hoc Committee next Wednesday, March 15 at 1:30 p.m. to provide feedback about color palettes and materials that are proposed for the Clubhouse 1 renovation project. Meeting details are being confirmed.

Ms. Giglio reported the following Recreation Department highlights: Recreation staff recently partnered with the Maintenance and Construction and the General Services Departments to perform walk-throughs of all facilities to address maintenance items that need attention; the PC club received an IRS grant for 21 new computers in the learning center which is a welcome asset in order to continue assisting many residents with taxes and other educational services; Laura Cooley, longtime Recreation Supervisor, has transferred to the Performing Arts Center and will continue to supervise Clubhouses 2 and 7 during the recruitment process for a replacement; ushers are still needed at the Performing Arts Center; Clubhouse 1 improvements include paint refreshment at the bocce ball courts, new drought resistant plants at the front lawn and a door replacement at the drop-in lounge which is in progress; the Senior Pool Technician is back to work after medical leave; Clubhouse 5 hosted the Valentine's Dinner Dance and the Saturday Night Dance with 132 attendees at both events; maintenance at Pool 4 is almost completed and is scheduled to reopen on Wednesday, March 13; Pool 5 will close when Pool 4 reopens; all pool maintenance is scheduled to be completed by May 27; patience during pool maintenance period is appreciated; pool schedules are located at the pools or on the Laguna Woods Village website; the Equestrian Center hosted a well-received clinic with visiting trainer, Matney Cook last weekend which focused on building better partnerships with horses addressing human and horse brain activity and neuro responses, responsibilities of horses and humans when working in partnership, body language and a groundwork demonstration and individual work on how to apply what was learned with horses; Equestrian staff recently finished the beautiful and long-awaited cross ties for grooming horses; two replacement Fitness Assistants were hired; Village Games sign-ups have begun and forms may be obtained at the Fitness Centers; Library volunteers worked 727 hours to support 2,962 visitors which include those who attended the two day backroom clearance event.

Ms. Murphy stated an AARP Smart Driver course refresher will be held at Clubhouse 2 on Saturday, March 18, 8:30 a.m. to 12:30 p.m.; the Performing Arts Center free movie on March 20 at 2 p.m. will be *Amsterdam*; Clubhouse 5 will host the Health and Wellness Expo on March 25, 10 a.m. to 2 p.m. featuring a sponsor expo with lots of free goodies, screenings, lecture and free lunch until supplies last; the Village Bazaar will be hosted at Clubhouse 5 on April 1, 10 a.m. to 2 p.m.; the Equestrian Center will host the Easter Eggstravaganza on April 8 at 9 to 11 a.m.; Clubhouse 5 will host the Easter Buffet on April 9 at 1 p.m.; the annual Village Games will begin on April 10 and continue until May 4 with registration closing March 24; Tony Orlando will be performing on Saturday, May 6 at the Performing Arts Center at 7:30 p.m.

Mr. McCray stated the golf greens committee meets monthly to discuss all golf topics including the most recent discussion of perimeter path traffic safety in regards to recent resident concerns; signs are posted along the path indicating walkers may utilize the perimeter path only, not those within the golf course, and the VMS Risk Manager is addressing the concerned resident; the driving range project will start on March 27; the driving range was closed after the rains due to unsafe conditions; Garden Centers are now under his supervision and staff is proactively addressing all concerns and the use of a long-term handyman as he does not have a contractor's license.

Discussion ensued.

Member Comments (Items Not on the Agenda)

Members were called to speak regarding opposition of pool enclosure of Pool 1; agreement of the use of the tennis reservation system; review of tennis operating rules. Members who were called to speak regarding volleyball were informed that this cannot be discussed in open forum due to litigation.

Director Skillman reported that the library clearance giveaway hosted in February collected \$373 in donations with 375 attendees. The library depends upon donations to cover subscriptions. An opportunity drawing will be held for a quilt created by the Crazy Quilters which is in on display in the library through March. The Village Reads event will be held on April 22 which includes group discussions.

Staff was directed to ensure the piano has been tuned at Clubhouse 5 and to ensure the lights at the Performing Arts Center are off when illumination is not necessary.

CONSENT

Director Laws stated his requested review of the financial statement has not been completed.

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

Motion passed 6-1. Director Laws opposed.

REPORTS

Golf Greens Committee Update – This item was discussed within Mr. McCray's report.

Events and Activities Cost Recovery - Ms. Murphy presented the list of the 2023 Recreation events separated by free or fee based.

Discussion ensued.

Clubhouse Renovation Ad Hoc Committee Update - Director Addington stated the meeting on Wednesday, March 15 at 1:30 p.m. will be held to discuss choices of materials and colors for clubhouse renovations. This will be a joint meeting of select committees for voting purposes.

ITEMS FOR DISCUSSION AND CONSIDERATION

Donation of Baby Grand Piano for Clubhouse 7 - Director Bhada made a motion to decline the donation of a baby grand piano for Clubhouse 7 due to cost of moving and repairs/tuning. Director Casey seconded.

Motion passed unanimously.

Donation of Lathe Machine for Clubhouse 4 Woodshop – Director Addington made a motion to recommend the donation of the lathe machine for Clubhouse 4 woodshop. Director Casey seconded.

Discussion ensued.

Motion passed by a vote of 7-1. Director Laws opposed.

Equestrian Care Services Fees – Director Casey made a motion to recommend additional Equestrian care service fees. Director Addington seconded.

Discussion ensued.

Motion passed unanimously.

ITEMS FOR FUTURE AGENDAS

Facility Operating Rules/Poster Policy Review - Staff was directed to keep this item under Items for Future Agendas.

Performing Arts Center Rental Fees - Staff was directed to keep this item under Items for Future Agendas.

Garden Center Visiting Hours - Staff was directed to keep this item under Items for Future Agendas.

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

CONCLUDING BUSINESS

Committee Member Comments

Director Laws stated he loves being on this committee.

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held both in the board room and virtually via the Zoom platform at 1:30 p.m. on Thursday, April 13, 2023.

Adjournment

There being no further business, the Chair adjourned the meeting at 3:02 p.m.

Yvonne Horton
Yvonne Horton, Chair

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OPEN MEETING

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

**WEDNESDAY, February 8, 2023 – 1:30 P.M.
BOARD ROOM / VIRTUAL MEETING
Laguna Woods Village Community Center
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair – Juanita Skillman, Elsie Addington, Lenny Ross, Ira Lewis, Diane Casey, Andy Ginocchio

COMMITTEE MEMBERS ABSENT: Yvonne Horton (Excused), Jules Zalon (Excused)

OTHERS PRESENT: Maggie Blackwell

ADVISORS PRESENT: None.

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call Meeting to Order

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

2. Acknowledgment of Media

No press was present.

3. Approval of the Agenda

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

4. Approval of the Meeting Report for December 14, 2022

The report was approved without objections.

5. Committee Chair Remarks

Chair Skillman reminded the audience to contact herself, Kurt Wiemann, or Jayanna Abolmoloki if they would like to see a specific item listed on the next agenda.

6. Department Head Update

Mr. Wiemann provided updates on the progress of Aliso Creek verbally.

6a. Key Performance Indicators Presentation

Mr. Wiemann discussed the presentation provided in detail.

Members made comments and asked questions.

6b. Update on Aliso Creek

Mr. Wiemann discussed the presentation provided in detail.

Members made comments and asked questions.

Items for Discussion and Consideration**7. Member Comments (Items Not on the Agenda)**

Several members made comments and asked questions. Topics included:

- Questions about previous contracts
- Willow trees in Aliso Creek
- Debris in Aliso Creek after storms

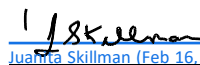
8. Response to Members Comments

Members of the Committee responded to member comments.

Concluding Business:**9. Committee Member Comments**

Several comments were made.

10. Date of Next Meeting – Wednesday, May 10, 2023 at 1:30 p.m.**11. Adjourned at 2:42 p.m.**


Juanita Skillman (Feb 16, 2023 23:10 PST)

Juanita Skillman, Chair



OPEN MEETING

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

**Wednesday, December 14, 2022 – 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room and Virtual with Zoom**

REPORT

MEMBERS PRESENT: Reza Karimi - Chair, Gan Mukhopadhyay – Co-Chair, Jim Cook, Ralph Engdahl, Lenny Ross (for R. Bastani/United), Mary Simon, Sue Stephens
Advisors: Ajit Gidwani, Carl Randazzo, Bill Walsh

MEMBERS ABSENT: Reza Bastani

OTHERS PRESENT: **GRF:** Bunny Carpenter, Yvonne Horton, Egon Garthoffner
Mutual 50: Pete Sanborn

STAFF PRESENT: Guy West – Staff Officer & Projects Division Manager, Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Karimi called the meeting to order at 9:30 a.m.

2. Acknowledgement of Media

Chair Karimi noted that no media was present.

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Report for October 12, 2022

Hearing no objection, the October 12, 2022 meeting report was approved unanimously.

5. Chair's Remarks

None.

6. Member Comments

None.

7. Department Head Update

Mr. West 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 ChargePoint summary was pulled for discussion. Mr. Mejia answered questions from the committee regarding the EV charging station at the community center. Staff was directed to provide additional data on the monthly summary; the conditions of the grant; review of the rates; and the capacity of the charging station at the next meeting of the committee.

8. Project Log

9. ChargePoint Summary

The consent calendar was approved unanimously.

Items for Discussion and Consideration:

10. 2023 Capital Projects – PowerPoint Presentation

Mr. West provided a recap of projects completed in 2022, projects that have rolled over from prior years, and projects scheduled for 2023 via PowerPoint and answered questions from the committee. Director Simon suggested notice be posted when the driving range improvements are underway that reclaimed water is being used.

- Director Horton commented that the new Director of the Recreation and Special Events should be kept up to date on the proposed improvements at Clubhouse 1.
- Advisor Walsh commented on proposed Senate Bill 1738 which is related to EV charging stations when alterations are made to existing parking facilities.

- President Carpenter commented that a preventative maintenance program for clubhouses is needed. Advisor Randazzo concurred with President Carpenter.

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

- EMS Status Update
- MelRok Energy Management System
- Clubhouse Preventative Maintenance Schedule

Concluding Business:

16. Committee Member Comments

- Director Stephens commented on power blackouts.
- Director Ross commented that more details were requested on the SCE ChargeReady 2 Program at the December 12, 2022, GRF M&C Special Open Meeting.
- Chair Karimi thanked the committee for their contributions and wished everyone a Happy New Year.

17. Date of Next Meeting: Wednesday, February 8, 2023 at 9:30 a.m.

18. Adjourn – The meeting was adjourned at 11:22 a.m.



Reza Karimi, Chair

Reza Karimi, Chair
Guy West, Staff Officer
Telephone: 949-268-2380

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OPEN MEETING

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

**Monday, March 6, 2023 at 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room & Virtual with Zoom**

MEMBERS PRESENT: Egon Garthoffner - Chair, Gan Mukhopadhyay – Co-Chair, Debbie Dotson, Ralph Engdahl, Andy Ginocchio, Reza Karimi, Anthony Liberatore

MEMBERS ABSENT: Mary Simon

OTHERS PRESENT: Ajit Gidwani and Bill Walsh (Advisors)
GRF: Bunny Carpenter, Juanita Skillman, Elsie Addington

STAFF PRESENT: Guy West - Projects Division Manager, Rodger Richter – Project Manager, Sandra Spencer – Administrative Assistant

REPORT

1. Call to Order

Chair Garthoffner called the meeting to order at 9:30 a.m.

2. Acknowledgment of Media

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

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Report for January 24, 2023

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

None.

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

None.

7. Department Head Update

Mr. West commented that the PAC restroom interior design project has been loaded into Basecamp portal. 27 Diamonds is requesting recommendations or examples to follow. After 2 weeks, 27 Diamonds will publish the preliminary designs on Basecamp and those will then be brought back to the committee at a future meeting.

Items for Discussion:

8. Clubhouse 1 Interior Design Color Options – Presentation

Director Dotson presented 3 material and color palette options for interior spaces and 3 material and color options for restrooms for the consideration of the committee via PowerPoint. Discussion ensued regarding soundproofing, lighting, and window coverings. Potential window replacement, interior door refreshing and exterior painting will be discussed at a later date, if requested. The kitchen and acoustics in the Drop-In Lounge were briefly discussed.

Mr. West clarified that Option A – Rooms does not have to be matched with Option A – Restrooms; the room options can be matched with any of the restroom options.

On March 15, 2023, this committee will vote on the color options presented by 27 Diamonds.

Items for Future Agendas:

- PAC Restroom Interior Design

Concluding Business:

9. Committee Member Comments

- Advisor Gidwani thanked Director Dotson and the committee for their hard work.
- Director Karimi commented on the timeline.

10. Date of Next Meeting: Wednesday, March 15, 2023 at 1:30 p.m.

11. Adjournment: The meeting was adjourned at 10:53 a.m.



Egon Garthoffner, Chair

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



OPEN MEETING

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

**Wednesday, March 15, 2023 at 1:30 p.m.
24351 El Toro Road, Laguna Woods, CA 92637
Board Room & Virtual with Zoom**

REPORT

MEMBERS PRESENT: Egon Garthoffner - Chair, Gan Mukhopadhyay – Co-Chair, Debbie Dotson, Ralph Engdahl, Andy Ginocchio, Reza Karimi, Mary Simon

MEMBERS ABSENT: None

OTHERS PRESENT: Ajit Gidwani, Carl Randazzo and Bill Walsh (Advisors)
GRF: Bunny Carpenter, Yvonne Horton, Juanita Skillman, Elsie Addington
UNITED: Diane Casey
THIRD: Cush Bhada

STAFF PRESENT: Guy West - Projects Division Manager, Bart Mejia – Maintenance & Construction Assistant Director, Rodger Richter – Project Manager, Sandra Spencer – Administrative Assistant

1. Call to Order

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

2. Acknowledgment of Media

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

3. Approval of the Agenda

Hearing no objection, the agenda was approved as written.

4. Approval of Meeting Report for March 6, 2023

Hearing no objection, the meeting report was approved.

5. Chair's Remarks

None.

6. Member Comments (Items not on the Agenda)

- A member commented on the project cost and insurance.
- A member commented on their request for a permanent musician rehearsal space.

Items for Discussion:

7. 27 Diamonds Interior Design – Verbal Presentation

Director Dotson provided an overview of the process for the voting and introduced 27 Diamonds staff. Design options for Clubhouse 1 were presented via a PowerPoint; the options were discussed in detail; and questions from the committee were answered.

8. Solicit Member Input – Informal Poll

Director Dotson introduced the manner in which the informal poll would be taken and provided instructions on how to access the Google form while reviewing the color boards provided by 27 Diamonds. After approximately 20 minutes, Director Dotson revealed the results of the informal poll. The option with the most votes is listed below:

Color Palette Choice for Rooms: Option C
Color Palette Choice for Restrooms: Option C
Color Choice for Fireplace Façade in Ballroom: Option A and Option C had a tie vote
Style Choice for Ballroom Lighting: Option A
Window Covering Choice for Ballroom: Option A

9. Color Palette and Material Selection

A motion was made and seconded for the committee to make a formal selection between the options presented. Discussion ensued amongst the committee members regarding the scope of work to be included in the RFP and the next steps for the project. A formal vote was taken and the options with the most votes is listed below, and an image of each is attached (Attachment 1):

Color Palette Choice for Rooms: Option C
Color Palette Choice for Restrooms: Option C
Color Choice for Fireplace Façade in Ballroom: Option A
Style Choice for Ballroom Lighting: Option A
Window Covering Choice for Ballroom: Option A
Multi-Purpose Room Lighting: Option B

A further motion was made and unanimously passed to direct staff to proceed with the GRF Clubhouse Renovation Ad Hoc Committee selected and approved color palettes; to prepare a scope of work for contractor bids for review by the GRF CAC and M&C Committees, prior to soliciting contractor bids.

Concluding Business:

10. Committee Member Comments

- Chair Garthoffner commented on next steps in the process.
- Advisor Gidwani thanked the committee for their hard work on this project.

11. Date of Next Meeting: TBD

12. Adjournment

The meeting was adjourned at 3:28 p.m.



Egon Garthoffner, Chair

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

Attachment 1

Item 9. Color Palette and Material Selection

Color Palette Choice for Rooms: Option C

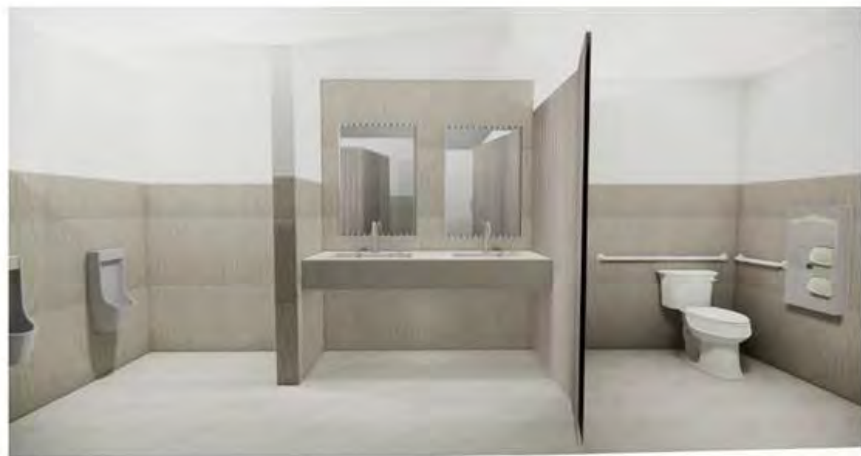
C



OPTION C
ROOM

Color Palette Choice for Restrooms: Option C

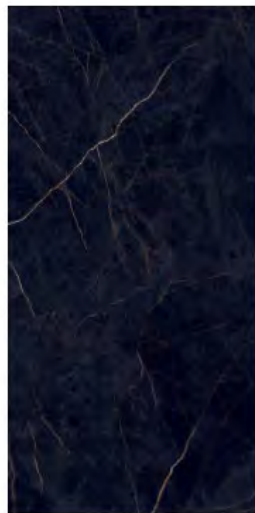
C



OPTION C
RESTROOM

Color Choice for Fireplace Façade in Ballroom: Option A

A



NOIR



Style Choice for Ballroom Lighting: Option A



A



60" diam., 22"H
Bottom Tier: 36" diam., 6"H
Minimum Height: 60"
Maximum Height: 156"

Window Covering Choice for Ballroom: Option A

A



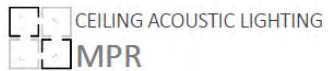
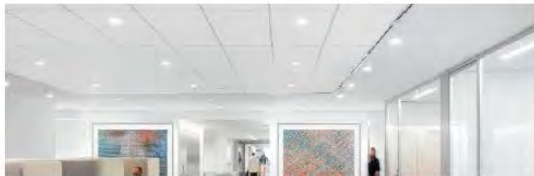
ROLLER SHADES
WITH VALANCES

NOTE - Color choices
palettes we determine



Multi-Purpose Room Lighting: Option B

B





OPEN MEETING

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

**Monday, March 20, 2023 – 1:30 p.m.
Board Room / Virtual Hybrid Meeting**

REPORT

Members Present: Chair Joan Milliman; Directors Margaret Bennett, Maggie Blackwell, James Cook, Cris Prince, Sue Quam; Alternates Deborah Dotson, Moon Yun; Advisors Theresa Frost, Tom Nash, Lucy Parker

Members Absent: Director Elsie Addington (excused); Advisors Catherine Brians (excused), Carmen Pacella (excused)

Others Present: Alison Bok, Bunny Carpenter, Juanita Skillman

Staff Present: Eileen Paulin, Ellyce Rothrock, Paul Ortiz, Susan Logan-McCracken

1. Call to Order

The meeting was called to order at 1:30 p.m. and a quorum was established by Chair Milliman. Director Dotson served as an alternate for Director Addington.

2. Acknowledgement of Media

None present.

3. Approval of Agenda

Approved by unanimous consent.

4. Approval of Report for February 22, 2023

Approved by unanimous consent.

5. Chair's Remarks

Chair Milliman welcomed committee members and introduced new Director Quam, who will represent United Mutual on this committee. Chair Milliman proposed that the Media and Communications Committee meet on a bi-monthly basis while the Broadband Ad Hoc and Website Ad Hoc committees work to meet their objectives.

6. Member Comments

Paul Peters commented that residents may be interested in watching LIV Golf tournaments on KTLA and the CW Network, channels not offered in Broadband Services programming.

In response, Mr. Ortiz discussed the history behind GRF's decision to discontinue its contract with KTLA and trends in sports networks like the CW. Director Dotson recommended alternatives such as watching live on YouTube, livgolf.com and a LIV Golf app.

Alison Bok suggested that Media and Communications promote the 60th anniversary of Laguna Woods Village in 2024.

In response, Ms. Paulin discussed working with the History Center on the Village's 60th anniversary and thanked Director Bok.

Items for Discussion

7. Media and Communications Report – Eileen Paulin

Ms. Paulin highlighted from the Media and Communications Activities Report:

- 60 staff projects tracked in February
- 15 regular publications completed
- 26 key messages delivered
- 29 projects completed for other departments
- 31 residents attended United Mutual new resident orientations year to date
- 21 residents attended Third Mutual new resident orientations year to date
- 115 prospective or new residents attended docent tours year to date
- 27% of audience opening electronic communications on smartphones

8. Broadband Ad Hoc Committee Report – Eileen Paulin

Ms. Paulin turned the report over to Mr. Ortiz, who reported that the committee examined the first two of three scenarios for the future of Broadband Services. The committee will examine the third "Conduit Lease" scenario at the March 28 meeting.

9. Website Ad Hoc Committee Report – Ellyce Rothrock

Ms. Rothrock discussed the Laguna Woods Art Association reception on March 17. The competition for the single favorite painting received around 150 votes; the winner is Yong S. Kapoor's "Spring Blossoms," which hangs in the Community Center lobby.

Ms. Rothrock reported that the last Website Ad Hoc Committee meeting was March 1 and a follow-up meeting will be scheduled to decide on the final vendor, who will work closely with the ERP vendor to ensure synchronization of efforts including document management, search and single sign-on.

10. Broadband Services Report – Paul Ortiz

Mr. Ortiz highlighted from the subscriber report that service calls and set-top boxes have decreased. More residents are opting for streaming services, cloud storage and higher internet speeds.

Items for Future Agendas

Focus groups report

Concluding Business

Committee Member Comments

Mr. Ortiz stated he looks forward to the next Broadband Ad Hoc Committee meeting.

Ms. Paulin welcomed Director Quam and those attending in person, online or who will listen to the recordings.

Director Yun commented on the subscriber numbers of the Korean channels. Discussion ensued.

Director Blackwell stated the transition ahead will be exciting but nail-biting and that she discovers new channels to watch every day.

Director Quam stated the Laguna Woods Art Association exhibit is beautiful and thanked Ms. Rothrock for all her efforts. She asked about the typical life expectancy of broadband fiber. Discussion ensued.

Advisor Parker commended Mr. Ortiz' group for ensuring Village programming is available on YouTube.

Advisor Frost commended the committee and staff for their direction.

Director Dotson commended the hard work of the Media and Communications, Broadband Ad Hoc and Website Ad Hoc committees. She thanked everyone for a great meeting.

Date of Next Meeting – Monday, May 15, 2023, at 1:30 p.m.

Adjournment

Chair Milliman adjourned the meeting at 2:25 p.m.


Joan Milliman, Chair
Media and Communications Committee

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OPEN MEETING

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

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

MEMBERS PRESENT: Don Tibbetts (Chair), Egon Garthoffner, Cush Bada, Moon Yun, Azar Asgari, Alison Bok, Frank Stern

ADVISORS:

MEMBERS ABSENT:

OTHERS PRESENT: Elsie Addington, Juanita Skillman, Maggie Blackwell

STAFF PRESENT: Robert Carroll - General Services Director, Francisco Perez – Transportation Supervisor, Miguel Camarena – Vehicle Maintenance Supervisor, Liz Cortez – Administrative Coordinator

1. **Call to Order**
Chair Tibbetts called the meeting to order at 1:32 p.m.
2. **Acknowledgment of Media**
None present.
3. **Approval of the Agenda**
Hearing no objection, the agenda was approved by acclamation.
4. **Approval of Meeting Report for**
The regular meeting report of December 7, 2022 was approved by acclamation with the following change:
 - Change Laguna Hills Mall to the Village at Laguna Hills
5. **Chair's Remarks**
None
6. **Member Comments (Items Not on the Agenda)**
Member Harold Midence commented on the Fixed Route Transportation System in addition to the Transportation program budget and cost savings.
Member Rhoda Lindner commented on the need of bus turnouts at the Village at Laguna Hills mall.

7. Response to Member Comments

Director Asgari responded to member comments. Mr. Carroll, director of General Services, also responded to member comments.

Reports

8. Director's Report

Staff provided the committee with a current overview of the Laguna Woods Village Transportation ridership for the Fixed-Route, Journey and BOOST transportation programs.

Staff also provided a map of Laguna Woods Transportation boundaries. Staff is following guidance from County/State mandates for mask requirements in public Transportation as it relates to COVID-19 restrictions.

The committee was provided with a delivery update of the vehicles per the 2021 capital approved purchases. The delay of new vehicle deliveries is a result of a worldwide chip shortage and supply chain issues.

Items for Discussion

9. Vehicle Purchase – Two Ram Promaster 3500 Low Floor ADA Vans for the Transportation Department

Mr. Carroll presented a report recommending the committee approve the purchase of two Low Floor ADA Vans for the Transportation Department in the estimated amount of \$278,252.

Director Bhada made motion to approve staff's recommendation, Director Stern seconded. Discussion ensued, the motion passed by a vote 4-2. Director's Asgari and Bok opposed. Director Stern abstained.

10. Vehicle Purchase – One Ford F-250 Standard Cab Truck for the Landscape Department

Mr. Carroll presented a report recommending the committee approve the purchase of one Ford F-250 standard cab truck for the Landscape Department in the estimated amount of \$45,425.

Director Bhada made motion to approve staff's recommendation, Director Bok seconded. Discussion ensues. Hearing no objections, the motion passed unanimously. Director Stern abstained.

11. Vehicle Purchase – Ten Ford Ranger Pick-Up Trucks for the Maintenance and Construction and Landscape Departments

Mr. Carroll presented a report recommending the committee approve the purchase of ten Ford Ranger pick-up trucks for the Maintenance and Construction and Landscape Departments in the estimated amount of \$347,288.

Director Bhada made motion to approve staff's recommendation, Director Bok seconded. Discussion ensued. Director Yun made an amendment to the motion to postpone action until the next meeting. Director Asgari seconded. Motion to postpone action passed 5-2. Director Tibbetts and Bhada opposed.

12. Vehicle Purchase – Three Ford Transit Cargo Vans for the Maintenance and Construction Department

Mr. Carroll presented a report recommending the committee approve the purchase of three Ford Transit Cargo Vans for the Maintenance and Construction Department in the estimated amount of \$170,253.

Director Bok made motion to approve staff's recommendation, Director Bhada seconded. Discussion ensued. Hearing no objections, the motion passed unanimously. Director Stern abstained.

13. Vehicle Purchase – Ten Utility Vehicles for the Landscape and General Services Departments

Mr. Carroll presented a report recommending the committee approve the purchase of seven Kawasaki Mules and three Club Car Carryall 500 vehicles for the Landscape and General Services Departments in the estimated amount of \$212,200.

Director Yun made motion to approve staff's recommendation, Director Bhada seconded. Discussion ensued. Director Asgari made an amendment to the motion to postpone action until the next meeting. Director Bok seconded. Discussion ensued. Motion to postpone action passed unanimously.

14. Vehicle Purchase – One Trails West Royale Two Horse Equestrian Trailer for the Recreation Department

Mr. Carroll presented a report recommending the committee approve the purchase of one Trails West Royale Two Horse Equestrian Trailer for the Recreation Department in the estimated amount of \$24,903.

Director Stern made motion to approve staff's recommendation, Director Asgari seconded. Hearing no objections, the motioned passed unanimously.

Items for Future Agendas:

None.

Concluding Business:

Committee Member Comments:

Director Garthoffner recommended the committee consider Ford's additional maintenance programs and hiring a triple AAA garage to evaluate the value of replacement vehicles. Director Yun recommended staff address member's comment regarding the turnouts at the Village at Laguna Hills mall.

Date of Next Meeting – Wednesday April 5, 2022 at 1:30 p.m.

Adjournment:

The meeting was adjourned at 3:46 p.m.

Don Tibbetts
Don Tibbetts (Feb 14, 2023 15:44 PST)



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

The Hybrid Model Meeting of the Security and Community Access Committee was held on Monday, February 27th, 2023 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Don Tibbetts, Maggie Blackwell, Juanita Skillman, SK Park, Cash Achrekar, Moon Yun, Peter Sanborn

MEMBERS ABSENT: Sue Stevens (Gave Notice)

OTHERS PRESENT: Elsie Addington, Jim Cook, Joan Milliman, Mike Epstein, Carlos Rojas, Bunny Carpenter, Siobhan Foster

STAFF PRESENT: Eric Nuñez, Cody DeLeon

CALL TO ORDER

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

ACKNOWLEDGEMENT OF PRESS

Media was not present.

APPROVAL OF AGENDA

By way of consensus, the Committee approved the agenda without requested changes.

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the October 31st, 2022 meeting report.

CHAIRMAN'S REMARKS

Chair Tibbetts did not have remarks at this time.

MEMBER COMMENTS

Multiple members made comments and asked questions.

Topics included:

1. Additional cameras that record should be added to RV lots (theft prevention) and Clubhouse 4 (recent assault incident).
2. Fencing is needed at dog park to keep out trespassers and prevent thefts from vehicles.

RESPONSE TO MEMBER COMMENTS

Staff Officer Nuñez responded stating that 5 cameras record at RV Lot A and 2 at RV Lot B.

REPORTS

Disaster Preparedness Task Force Report

Chief Nuñez discussed the meeting report provided in the packet from January's DPTF meeting. Chief Nuñez shared that the disaster prep bazaar stand was a success. Chief Nuñez also shared the commitment that our new disaster preparedness coordinator has in facilitating meetings with the Clubhouse Coordinators each month. Currently the DPTF team is working on scheduling training events with OCFA as well as working on an office space for the new coordinator to work out of part time.

RV UPDATE

Chief Nuñez noted the success of the temporarily appointed Security Administrative Specialist and the traffic officer who have audited the RV Lots. The audit has freed up spots for residents who have been on the waiting list for over a year.

Director Park pointed out that the RV Lot B statistical data was off by one parking spot.

NOTE: Error has since been corrected.

NOTEWORTHY INCIDENTS

No noteworthy incidents to report on.

SECURITY STATISTICS

Chief Nuñez explained the statistics provided within the agenda packet. Members made comments and asked questions.

ITEMS FOR DISCUSSION AND CONSIDERATION

GATE 12 ENFORCEMENT AND SAFETY ISSUES

Staff Officer Nuñez discussed the staff report with PowerPoint presentation showing safety issues. Discussion only, nothing to be voted on.

TRESPASSING ENFORCEMENT UPDATE

Staff Officer Nuñez discussed the staff report statistics on trespassers admonished by VMS security as well as those admonished by OCSD. Discussion only.

4-WAY STOP SIGN STAFF REPORT (RECONSIDERATION)

Staff Officer Nuñez discussed the staff report previously rejected. Members made comments and suggestions.

Director Blackwell made a motion to deny staff recommendation of hiring a traffic consultant but to approve of stop signs and sidewalks being put at the intersection of Avenida Sevilla and Via Mendoza.

The motion was unanimously approved.

FUTURE SCAC MEETING DATES/TIMES CHANGE

Staff Officer Nuñez notified Chair Tibbetts of the current scheduling conflict with a landscaping committee meeting. Staff Officer Nuñez stated that he will work with his admin coordinator and the landscaping department on coming up with alternate dates and times for future SCAC meetings.

ITEMS FOR FUTURE AGENDAS

No future agenda items.

CONCLUDING BUSINESS

DATE OF THE NEXT MEETING

The next meeting is to be determined but will take place in the Board Room at the Laguna Woods Village Community Center.

ADJOURNMENT

There being no further business to come before the Committee, Chair Tibbetts adjourned the meeting at 3:38 p.m.

Don Tibbetts

[Don Tibbetts \(Mar 2, 2023 20:30 PST\)](#)

Don Tibbetts, Chair

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

Tuesday, January 31, 2022 at 9:30 AM

HYBRID MEETING

MEMBERS PRESENT: Chair: Eric Nuñez, Sue Stephens, Jim Cook, Juanita Skillman, Anthony Liberatore, Gan Mukhopadhyay, Alison Bok

MEMBERS ABSENT: None

ADVISORS PRESENT: Tom Soule

OTHERS PRESENT: Grace Stencel, Doug Gibson, Rick Kopps

STAFF PRESENT: Cody DeLeon, Ed Green

THE MEETING WAS CALLED TO ORDER: 9:33 AM

ACKNOWLEDGEMENT OF THE PRESS: None present

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

APPROVAL OF MEETING REPORT: By consensus, the meeting report was approved.

CHAIRS REMARKS: Chair Nuñez began his remarks by informing the board that he would be Chair of the meeting and not Tom Siviglia who was on the agenda to be Chair in Chief Nuñez absence. Chair Nuñez apologizes for the confusion.

MEMBER COMMENTS: No comments were made.

REPORTS

RADIO & COMMUNICATIONS: Ed Green shared that there was only 50% participation in this month's radio drill. Some of the coordinators were having radio issues and there was some confusion over the week the drill was supposed to happen. It was suggested that it take place morning of DPTF meeting.

OFFICE MANAGER/ADVISOR: Tom Soule mentioned that disaster prep supplies are running low due to expiration date. Tom also stated that the location and hours of the DPTF Office minimizes foot traffic and sales.

RECRUITMENT / RETENTION / TRAINING: Director Skillman wanted more info on the second Clubhouse Coordinator meeting the following week. Director Skillman also recommended that the Friday news blast should include Disaster Prep information and that the Disaster Prep office should be included in the Docent Tour.

Chair Nuñez agrees and wants to coordinate schedule with Media and Communications.

Director Mukhopadhyay also agrees and thinks the DPTF office need a change in location to improve foot traffic.

GRF BOARD: Director Mukhopadhyay continues to help for any risk/safety assessments that my assist in training.

UNITED BOARD: Director Liberatore did not have anything to report.

THIRD BOARD: Director Cook wants to coordinate training and education with the Orange County Fire Authority (OCFA).

Director Mukhopadhyay seconded recommending a fire drill.

Chair Nuñez emphasizes that proper training and education will take 1-3 years. Chair Nuñez also states that Security Admin Coordinator Cody DeLeon and Ed Green will work together to coordinate Clubhouse Coordinator meetings once a month with Ed making creating agendas and curriculum.

TOWERS: Director Stevens mentioned that the Towers had both elevators down for one week during which the DPTF radios were utilizes 3 times daily to conduct safety and welfare checks on residents in the towers. This also helped coordinate the delivery of food and groceries to residents during the flooding caused by the storm.

PET EVACUATION SUBMIT COMMITTEE: Sandy Benson shared the success of Santa Paws event as well as the Village Bazaar event where over 50 pet forms were given out to residents as well as 6 new coordinator sign ups and over 100 file of life cards given out over the span of only 4 hours.

DISCUSSIONS AND CONSIDERATIONS

Initiating the Culture of Preparedness: Ed Green discussed his ICP rubric and mentioned his previous involvement with CERT.

Discuss Good Neighbor Captains Program: DPTF coordinator Ed Green and Coordinator Cody DeLeon will conduct an audit of past and newly registered good neighbor captains.

Member Grace Stencil voiced concerns of Good Neighbor Captains being left out of the loop with information and updates.


ITEMS FOR FUTURE AGENDAS

MEMBER COMMENTS: Multiple members made comments

NEXT MEETING: March 28th 2023 at 9:30 a.m.

ADJOURNMENT: 10:51 AM

SUBMITTED BY:


[Eric R. Nuñez \(Feb 18, 2023 18:31 PST\)](#)

Chair Nuñez

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