



**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, August 3, 2021, 9:30 a.m.**  
24351 El Toro Road, Laguna Woods, California  
**Board Room/Virtual Meeting**

**NOTICE OF THE AGENDA**

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

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

**2. Pledge of Allegiance – Director Mukhopadhyay**

**3. Acknowledgment of Media**

**4. Approval of Agenda**

**5. Approval of Minutes**

- a. June 24, 2021–Agenda Prep Open Meeting
- b. July 6, 2021--Regular Open Meeting

**6. Report of the Chair**

**7. CEO/COO 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. Members can attend the meeting by joining the Zoom link <https://zoom.us/j/98131257242> or by calling (949) 268-2020 or email [meeting@vmsinc.org](mailto:meeting@vmsinc.org) to request to speak.*

**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 June 2021 by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes
- b. Approve a Resolution to Update Committee Appointments

**11. Unfinished Business**

- a. Entertain a Motion to Introduce Amended Resolutions for 2022 Fee Increase for Lockers, Golf Driving Range, Caterer and Storage Units (**JULY Initial Notification—AUGUST Resolutions amended--Must postpone 28-days for member review and comments to comply with Civil Code §4360**)

**12. New Business**

- a. Entertain a Motion to Approve the Termination of Premium Channels 751 and 752 and Price Increase for Showtime

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

**14. Committee Reports**

- a. Report of the Finance Committee/Financial Reports – Director Hopkins update from the committee. The committee met on June 23, 2021; next meeting August 25, 2021, at 1:30 p.m. as the board room/virtual meeting.
  - (1) GRF Treasurer's Report – Director Hopkins
  - (2) GRF Finance Committee Report
- b. Strategic Planning Committee—Director Pearlstone update from the committee. The committee met on June 28, 2021; next meeting August 23, 2021, at 11:30 a.m.in the board room/virtual meeting.
- c. Report of the Community Activity Committee – Director Pearlstone update from the committee. The committee met on July 8, 2021; next meeting August 16, 2021, at 1:30 p.m. in the board room/virtual meeting.
  - (1) Equestrian Center Ad Hoc Committee – President Carpenter. The committee met on July 7, 2021; next meeting November 4, 2021 at 1:00 p.m. in the board room/virtual meeting.
- d. Report of the Landscape Committee – Director Horton update from the committee. The committee met on June 9, 2021; next meeting August 11, 2021 at 1:30 p.m. in the board room/virtual meeting.
- e. Report of the Maintenance & Construction Committee – Director Garthoffner update from the committee. The committee met on June 9, 2021 in closed session; next meeting August 11, 2021 at 9:30 a.m. in the board room/virtual meeting.
  - (1) Report of the Clubhouse 1 Renovation Ad Hoc Committee – Director Garthoffner. The Committee met on July 9, 2021; next meeting TBA.

(2) Energy Solutions Ad Hoc Committee – Director Stephens.

- f. Report of the Media and Communications Committee—Director Milliman update from the committee. The committee met on July 19, 2021; next meeting August 16, 2021, at 1:30 p.m. in the board room/virtual meeting.
  - g. Report of the Mobility & Vehicles Committee – Director Tibbetts update from the Mobility & Vehicles Committee. The Committee met on July 28, 2021; next meeting October 6, 2021, at 1:30 p.m. in the board room/virtual meeting.
  - h. Report of the Security & Community Access Committee – Director Tibbetts update from the Security & Community Access Committee. The Committee met on June 28, 2021; next meeting August 23, 2021, at 1:30 p.m. in the board room/virtual meeting.
- (1) Report of the Laguna Woods Village Traffic Hearings – Director Horton. The Traffic Hearings were held on July 21, 2021; next hearings on August 18, 2021 at 9:00 a.m. and 1:00 p.m. in the board room/virtual meeting.
- i. Report of the Disaster Preparedness Task Force – Director Stephens. The Task Force met on July 27, 2021; next meeting September 28, 2021 at 9:30 a.m. in the board room/virtual meeting.
  - j. Information Technology Advisory Committee – Director Hopkins.

**15. Future Agenda Items** - *All matters listed below are items for a 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.*

- a. Motion to Approve the Resolution to Update the GRF Investment Policy (**Referred to GRF Finance Committee**)

## **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*

*Approved the Minutes of:*

*(a) July 6, 2021 – Regular Closed Session*

*Discuss and Consider Personnel Matters*

*Discuss and Consider Contractual Matters*

*Discuss Legal/Legislation Matters*

*Discuss Member Disciplinary Matters*

## **18. Adjournment**

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**OPEN MEETING**

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

**Thursday, June 24, 2021 – 9:30 a.m.  
Virtual Meeting**

**GRF Agenda Prep Meeting**

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Directors Present: Bunny Carpenter, Egon Garthoffner, Yvonne Horton, Jim Hopkins, Maggie Blackwell, Gan Mukhopadhyay, Joan Milliman, Don Tibbetts, Debbie Dotson, Sue Stephens, Jon Pearlstone

Directors Absent: None

Staff Present: CEO Jeff Parker, COO Siobhan Foster, Cheryl Silva and Grant Schultz

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**

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

**Announcements**

President Carpenter made the following announcements:

- Welcomed the new board member Debbie Dotson
- Insurance Update
- Recruitment Task Force will meet on June 25 at 2:00 p.m. at Clubhouse 7
- Open Meeting Act and Board Rules
- Board Meetings will be meeting in the Board Room with a catered lunch between open and closed session.
- Corporate Members can attend the GRF Closed Session as an observer.

**4. Discuss and Consider Items to be placed on the Tuesday, July 6, 2021, Board Meeting Open & Closed Agendas**

Hearing no objection, the July 6, 2021, open and closed agendas were approved by unanimous consent.

**5. Director Comments**

- Director Blackwell recommended that the following be announced before Committee Meetings: “personal comments against staff is an offense.”

Recess and Reconvene to Discuss Private Matters

**6. Adjournment**

The meeting was adjourned at 11:30 a.m.

DocuSigned by:

*Joan Milliman*

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Joan Milliman, Secretary of the Board  
Golden Rain Foundation



**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, July 6, 2021, 9:30 a.m.**  
24351 El Toro Road, Laguna Woods, California  
**Virtual Meeting**

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Directors Present: Bunny Carpenter, Egon Garthoffner, Sue Stephens, Yvonne Horton, James Hopkins, Don Tibbetts, Gan Mukhopadhyay, Jon Pearlstone, Maggie Blackwell, Joan Milliman, Debbie Dotson

Directors Absent: None

Staff Present: Jeff Parker-CEO, Siobhan Foster-COO, Ellyce Rothrock, Brian Gruner, Cheryl Silva, and Grant Schultz

Others Present: **Mutual 50:** Ryna Rothberg  
**VMS:** Stephanie Brown

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

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

**2. Pledge of Allegiance**

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

**3. Acknowledgment of Media**

The media and the Village Television crew are present remotely by way of cameras.

**4. Approval of Agenda**

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

**5. Approval of Minutes**

- a. May 20, 2021 – Agenda Prep Open Meeting
- b. June 1, 2021—Regular Open Meeting

Director Milliman made a correction to the minutes. Hearing no objections, the amended  
Agenda Item #5b



minutes of May 20, 2021, Agenda Prep Open Meeting, were approved by unanimous consent.

Hearing no changes or objections, the minutes of June 1, 2021, Regular Open Meeting were approved by unanimous consent.

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

President Carpenter is happy we are open again and welcomed the residents attending in the board room. On July 9 GRF will sponsor an informational meeting for residents who wish to run for any board in Laguna Woods Village.

## **7. CEO/COO Report**

Jeff Parker-CEO and Siobhan Foster-COO gave a report on the following items:

- GRF Board will have the first GRF budget presentation on July 14 at 1:30 p.m.
- On June 15 the State of California reopened without restrictions. VMS has reopened the Community Center, Clubhouses, recreation facilities and special events. Starting on July 6, Clubhouses 1, 2, 5 or the Village Greens can be reserved for family gatherings. Make reservations through the Community Center Recreation Office M-F 8 a.m. to 5 p.m.
- Pool 1 is shut down because it needs a new boiler.
- Update on COVID-19, some individuals are still getting COVID and a new variant infecting circulating within the United States. The CDC recommends that all individuals, even if you have been fully vaccinated, still wear a mask.
- Farmers Market will take place on Saturday, July 10, from 9 a.m. to noon at Garden Center 1.
- Library has reopened to normal operation hours.
- Disaster Preparedness Task Force is sponsoring the American Red Cross webinar presentation on earthquake and flood preparedness on Thursday, August 10 at 10 a.m.
- New resident orientation will be virtual for United Mutual on Wednesday, July 14 at 4:30 p.m. and Third Mutual on Friday, July 16 at 9 a.m. Contact Becky Jackson to make reservations.
- Summer Movie Series will continue on the second and fourth Mondays in July and August at 11 a.m. and 4 p.m. at Clubhouse 5.
- Next bulky item pickup will be held on the third Saturday of the month, July 17.

Discussion ensued among the directors.

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

*At this time Members only were allowed to 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. Members can attend the meeting by joining the Zoom link <https://zoom.us/j/98131257242> or by calling (949) 268-2020 or email [meeting@vmsinc.org](mailto:meeting@vmsinc.org) to request to speak.*

President Carpenter asked staff for member comments:



- A Member thanked the board for keeping the community safe by encouraging individuals to wear masks and practice social distancing.
- A Member commented about keeping amenities open to keep residents happy and healthy.
- A Member asked about the legal opinion on Civil Code §5380 with regards to Investments. She commented about closed meeting violations and asked for a copy of the slides from the Finance Committee meeting.
- A Member commented about turning off lights to save money, asked what the assessments buy for the resident and asked that no fees be raised.
- A Member commented about the policy to allow children in pools.

### **9. Responses to Open Forum Speakers**

The following are responses to the open forum speakers:

- Director Hopkins responded regarding the investment policy. It is the board's right to be prudent in managing the investments for the reserve funds. The board has the responsibility to manage our reserves.
- Jeff Parker-CEO commented that after Pool 1 is repaired, then Pool 6 will reopen for children of residents.

### **10. Consent Calendar**

*All matters listed under the Consent Calendar were recommended for action by committees and will be 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) shall 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 May 2021 and by this vote ratified that such review be confirmed in this month's board member open session meeting minutes.

**10b.** Approve the 2021 Operating Surplus Transfer to Contingency Fund

#### **RESOLUTION 90-21-23** **Transfer of Surplus to Contingency Fund**

**WHEREAS**, in accordance with California Civil Code, a Common Interest Development shall not retain significant operating surplus (funds that are not needed to defray current operating costs); and

**WHEREAS**, the Golden Rain Foundation Balance Sheet as of December 31, 2020 reflected an operating surplus from prior years just over \$1,411,617 (without depreciation) and the Board desires to return this amount to the members by way of a transfer to Contingency Fund;

**NOW THEREFORE BE IT RESOLVED**, July 6, 2021 that the Board of Directors of this Corporation hereby authorizes the transfer of \$1,411,617 from accumulated operating surplus to the Contingency Fund; and

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

President Carpenter asked for approval of the Consent Calendar.

Director Milliman made a motion to approve the Consent Calendar. Director Tibbetts seconded the motion.

Director Milliman made a scrivener's correction to the resolution.

Hearing no objection, the Consent Calendar was approved by unanimous consent.

### **11. Unfinished Business**

- 11a.** Entertain a Motion to Approve a Resolution to Revise the GRF Code of Ethics Policy

Joan Milliman, Secretary of the Board, read the following resolution:

**RESOLUTION 90-21-24**  
**Code of Ethics Policy for GRF Directors**

**WHEREAS**, the Board of Directors of the Golden Rain Foundation (GRF) has recognized the need to amend the Code of Ethics Policy for GRF Directors; and

**NOW THEREFORE BE IT RESOLVED**, July 6, 2021, that Board of Directors of this Corporation hereby adopts the Code of Ethics Policy for GRF Directors; as attached to the official minutes of this meeting; and;

**RESOLVED FURTHER**, that Resolution 90-21-16 is hereby suspended and cancelled; and

**RESOLVED FURTHER**, that a copy of this resolution shall be given to every candidate for the GRF board of directors; 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.

**JUNE Initial Notification**

28-day notification for member review and comment to comply with Civil Code §4360 has been satisfied.

Director Milliman made a motion to approve the resolution adopting the Code of Ethics Policy for GRF Directors. Director Dotson seconded the motion.

Discussion ensued among the directors.

President Carpenter called for the vote; hearing no objections the motion passed unanimously.

**11b. Approve a Resolution to Update Committee Appointments**

**RESOLUTION 90-21-25**  
**GRF Committee Appointments**

**RESOLVED** July 6, 2021, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

**Business Planning Committee** (Dissolve Committee)

~~Sue Stephens, Chair (GRF)~~  
~~James Hopkins (GRF)~~  
~~Steve Parsons (Third)~~  
~~Deborah Dotson (Third)~~  
~~Donna Rane Szostak, Alternate (Third)~~  
~~Sue Margolis (United)~~  
~~Manuel Armendariz (United)~~  
~~Brian Gilmore, Alternate (United)~~  
~~Al Amado, (Mutual 50)~~

**Strategic Planning Committee**

Jon Pearlstone, Chair (GRF)  
James Hopkins (GRF)  
Gan Mukhapadhyay, Alternate (GRF)  
Robert Mutchnick (Third)  
Cush Bhada (Third)  
Steve Parsons, Alternate (Third)  
Sue Margolis (United)  
Andre Torng (United)  
Cash Achrekar (United)  
Advisor: Dick Rader

**Customer Experience Subcommittee**

Jon Pearlstone (GRF)  
Cush Bhada (Third)  
Robert Mutchnick (Third)  
Andre Torng (United)

**Facilities Subcommittee**

Gan Mukhopadhyay (GRF)  
Cush Bhada (Third)  
Carl Randazzo (United)



**Future Strategic Planning Items Subcommittee**

Jim Hopkins (GRF)

**Community Activities Committee**

Jon Pearlstone, Chair (GRF)

Yvonne Horton (GRF)

Bunny Carpenter, Alternate (GRF)

~~Deborah Dotson (Third)~~

Reza Karimi (Third)

Annie McCary, **Alternate** (Third)

Elsie Addington (United)

Andre Torng (United)

Cash Achrekar, Alternate (United)

Ryna Rothberg, (Mutual 50)

Advisor: Roland Boudreau, Juanita Skillman

**Equestrian Center Ad Hoc Committee**

Bunny Carpenter, Chair (GRF)

Yvonne Horton (GRF)

Cush Bhada (Third)

Annie McCary, (Third)

Advisors: Gary Empfield, Stefanie Brown, Bunny Lipinski, Susan Hemberg

**Finance Committee**

James Hopkins, Chair (GRF)

Gan Mukhapadhyay (GRF)

~~Egon Garthoffner, Alternate (GRF)~~

~~Deborah Dotson, Alternate (GRF)~~

~~Steve Parsons (Third)~~

~~Craig Wayne (Third)~~

Robert Mutchnick (Third)

~~Deborah Dotson, Alternate (Third)~~

Azar Asgari (United)

Carl Randazzo (United)

Diane Casey, Alternate (United)

Al Amado, (Mutual 50)

Advisor: Rosemarie diLorenzo

**Information Technology Advisory Committee (ITAC)**

James Hopkins, Chair (GRF)

Bunny Carpenter (GRF)

~~Deborah Dotson (GRF)~~

Sue Margolis (United)

Andre Torng (United)

~~Debbie Dotson (Third)~~

Lynn Jarrett (Third)

~~Reza Karimi (Third)~~

**Landscape Committee**

Yvonne Horton, Chair (GRF)  
Maggie Blackwell (GRF)  
Lynn Jarrett, (Third)  
Reza Karimi, (Third)  
Donna Rane-Szostak, Alternate (Third)  
Manuel Armendariz, (United)  
Andre Torng (United)  
Azar Asgari, Alternate (United)  
Vacant (Mutual 50)

**Maintenance & Construction Committee**

Egon Garthoffner, Chair (GRF)  
Gan Mukhapadhyay (GRF)  
~~Deborah Dotson, Alternate (GRF)~~  
John Frankel (Third)  
Ralph Engdahl (Third)  
~~Deborah Dotson, Alternate (Third)~~  
Carl Randazzo, (United)  
Brian Gilmore (United)  
Reza Bastani, Alternate (United)  
John Carter (Mutual 50)  
Advisor: Richard Palmer, Steve Leonard, Bill Walsh

**Clubhouse Renovation Ad Hoc Committee**

Egon Garthoffner, Chair (GRF)  
Gan Mukhapadhyay (GRF)  
~~Deborah Dotson (GRF)~~  
John Frankel (Third)  
Cush Bhada (Third)  
Ralph Engdahl, Alternate (Third)  
Manuel Armendariz (United)  
Carl Randazzo (United)  
Sue Margolis, Alternate (United)  
Advisors: Steve Leonard, Bill Walsh

**Energy Solutions Ad Hoc Committee**

Sue Stephens, Chair (GRF)  
Egon Garthoffner (GRF)  
Advisors: Steve Leonard, Bill Walsh

**Media and Communications**

Joan Milliman, Chair (GRF)  
Maggie Blackwell (GRF)  
Bunny Carpenter (GRF)  
~~Deborah Dotson, Alternate (GRF)~~  
Annie McCary (Third)  
Lynn Jarrett (Third)

**Donna Rane-Szostak, Alternate** (Third)

Neda Ardani (United)

Elsie Addington, (United)

**Cash Achrekar, Alternate** (United)

Ryna Rothberg, (Mutual 50)

Advisors: Carmen Pacella, Tom Nash, Juanita Skillman, Lucy Parker

Theresa Frost

**Broadband Ad Hoc Committee**

Joan Milliman, Chair (GRF)

Jim Hopkins (GRF)

Jon Pearlstone (GRF)

**Debbie Dotson (GRF)**

Annie McCary (Third)

Lynn Jarrett (Third)

**Elsie Addington (United)**

Advisor: **Dick Rader**

**Mobility & Vehicles Committee**

Don Tibbetts, Chair (GRF)

Egon Garthoffner (GRF)

Joan Milliman, Alternate (GRF)

Craig Wayne (Third)

Reza Karimi (Third)

Cush Bhada, Alternate (Third)

Elsie Addington, (United)

Reza Bastani (United)

Neda Ardani, Alternate (United)

Margaret Bennett (Mutual 50)

Advisor: Vashi Williams

**Security and Community Access**

Don Tibbetts, Chair (GRF)

Maggie Blackwell (GRF)

Cush Bhada (Third)

Craig Wayne (Third)

Donna Rane-Szostak, Alternate (Third)

Manuel Armendariz (United)

Reza Bastani (United)

Andre Torng, Alternate (United)

Margaret Bennett (Mutual 50)

**OTHER COMMITTEES:**

**Disaster Preparedness Task Force**

Carlos Rojas, Chair

**Maggie Blackwell (GRF)**

Sue Stephens (GRF)



Annie McCary, (Third)  
John Frankel, (Third)  
Donna Rane-Szostak, Alternate (Third)  
Diane Casey (United)  
Cash Achrekar, (United)  
Reza Bastani, Alternate (United)  
Board Members by Rotation (Mutual 50)  
Advisors: Tom Soule, Bruce Bonbright

**Laguna Woods Village Traffic Hearings**

(Chair will alternate between Boards)  
Yvonne Horton (GRF)  
Sue Stephens (GRF)  
~~Deborah Dotson (GRF)~~  
John Frankel (Third)  
Cush Bhada, ~~Alternate~~ (Third)  
Neda Ardani (United)  
Elsie Addington, Alternate (United)  
Board Members by Rotation (Mutual 50)

**Insurance Ad Hoc Committee**

Sue Margolis, Chair (United)  
Cash Achrekar, Co-Chair (United)  
Bunny Carpenter (GRF)  
James Hopkins (GRF)  
Rosemarie DiLorenzo (VMS)  
Wei-Ming Tao (VMS)  
Robert Mutchnick (Third)  
Reza Karimi (Third)  
Advisor: Diane Fortner, **Jon Pearlstone**

**Purchasing Ad Hoc Committee**

Bunny Carpenter, Chair (GRF)  
Yvonne Horton (GRF)  
Steve Parsons (Third)  
Donna Rane-Szostak (Third)  
Ralph Engdahl, Alternate (Third)  
Carl Randazzo (United)  
Cash Achrekar (United)

**Select Audit Task Force**

James Hopkins (GRF)  
Diane Phelps (VMS)  
Elizabeth Roper (United)  
Peggy Moore (Third)

**RESOLVED FURTHER**, that Resolution 90-21-19 adopted June 1, 2021, is hereby superseded and cancelled; and

**RESOLVED FURTHER;** that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution. Director Milliman made a motion to approve the updated GRF Committee Appointments. Director Pearlstone seconded the motion.

Discussion ensued among the directors.

Director Pearlstone requested to be added as an advisor for the Insurance Ad Hoc Committee.

President Carpenter called for the vote on the resolution as amended. Hearing no further changes, the motion passed without objection.

## **12. New Business**

**12a.** Entertain a Motion to Approve the 2021 annual Election Schedule and Resolution to Appoint the Inspector of Election Services

Joan Milliman, Secretary of the Board read the following resolution:

### **RESOLUTION 90-21-26** **Approve Inspector of Election Services**

**WHEREAS,** the Bylaws, Section 8.3.6 requires and Corporations Code §7416 allows an association to select an independent third party as an inspector of elections; and

**WHEREAS,** for transparency purposes and due to the number of ballots received it is necessary to contract for an Inspector of Elections; and

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

**NOW THEREFORE BE IT RESOLVED,** July 6, 2021, that the Board of Directors of Golden Rain Foundation hereby approves single-sourcing a contract to UniLect Corporation to perform Inspectors of Election services for the 2021 Annual Meeting of the Corporate Members.

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

Staff recommends the board approve the proposed 2021 election schedule, set the annual Corporate Members Meeting and appoint UniLect Corporation as the Inspector of Election for the Election of Directors.

Director Milliman made a motion to approve the 2021 election schedule, set the annual Corporate Members Meeting for November 10, 2021 and appoint UniLect Corporation as the Inspector of Election for the Election of Directors. Director Horton seconded the motion.

Discussion ensued among the directors.

President Carpenter called for the vote. Hearing no objections, the motion passed unanimously.

- 12b.** Entertain a Motion to Introduce a Resolution to Provide Special Accommodations for Member/Guest Club Event Hosted by Laguna Woods Village Men's 18-Hole Golf Club.

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

**RESOLUTION 90-21-xx**

**Special Accommodation for Reciprocal and Charitable Club Event Hosted by the Laguna Woods Village Men's 18-Hole Golf Club**

**WHEREAS**, at the April 9, 2020 CAC meeting, the committee discussed and approved the events to have fees waived or adjusted. At the May 5, 2020 GRF board meeting, the board supported CAC's recommendation and approved the waiver/reduction of the fees. However, due to the COVID-19 pandemic the events did not occur; and

**WHEREAS**, at the June 10, 2021 CAC meeting, the committee discussed and approved the special accommodation of guests to pay the resident rate for tee time during the 18-Hole Men's Golf Club member/guest tournament in 2021.; and

**WHEREAS**, annually, the LWV Men's 18-Hole Golf Club hosts a number of events that market to non-residents or fundraise for the Foundation of Laguna Woods Village; and

**WHEREAS**, the 18-Hole Men's Golf Club is again requesting golf fees be reduced to accommodate the following event in 2021; and

**WHEREAS**, the 18-Hole Men's Golf Club is requesting fees be modified for the Member/Guest Tournament only. Reducing the weekend guest fee from \$55 per guest to \$16 per guest equates to an estimated \$2,808 loss in revenue for that day

**NOW THEREFORE BE IT RESOLVED**, July 6, 2021, that the Board of Directors of this Corporation hereby approves the Laguna Woods Village Men's 18-Hole Golf Club special accommodation request to reduce guest fees for the 2021 member/guest tournament;

**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 a resolution to provide special

accommodations for member/guest club event hosted by Laguna Woods Village Men's 18-hole Golf Club. Director Pearlstone seconded the motion.

Discussion ensued among the directors.

Members gave comments on the motion.

President Carpenter called for the vote and the motion failed by a vote of 2-7-1 (Directors Blackwell, Milliman, Garthoffner, Tibbetts, Hopkins, Stephens, Dotson opposed, Director Horton abstained)

**12c.** Entertain a Motion to Introduce a Resolution to Approve 2022 Locker, Golf Driving Range, Caterer and Storage Fee Increase (**JUNE Initial Notification—Must postpone 28-days for member review and comments to comply with Civil Code §4360**)

Joan Milliman, Secretary of the Board, read the following resolution:

**RESOLUTION 90-21-xx**

**Proposed 2022 Locker, Golf Driving Range, Caterer and Storage Area Fees**

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

**WHEREAS**, on October 15, 2020 the Community Activities Committee (CAC) directed staff to develop a comprehensive financial analysis of the Recreation and Special Events Department operating budget including current chargeable service fees, resident user versus monthly manor assessment costs and alternate revenue sources; and;

**WHEREAS**, at the April 15, 2021 CAC meeting, staff presented the Recreation and Special Events Department Financial Analysis to facilitate the committee's discussion of fee sharing objectives, facility utilization, revenue and operating expenses. The CAC identified three fees that are low compared to market comparisons:

1. Facility lockers;
2. Golf driving range;
3. Caterers servicing club/organization and resident private parties at GRF facilities; and
4. Storage areas; and

**WHEREAS**, at the May 13, 2021 CAC meeting, the committee recommended the following increases, subject to Finance Committee affirmation and board approval:

**Table 1: Proposed 2022 Locker, Golf Driving Range, and Catering Fees**

| Description               | 2021 Annual Fee | 2022 Proposed Fee |
|---------------------------|-----------------|-------------------|
| Lockers:                  |                 |                   |
| Clubhouse 1 billiard room | \$10            | \$25              |
| PAC Billiard room         | \$9             | \$25              |



|                               |      |      |
|-------------------------------|------|------|
| Clubhouse 4 inside jewelry    | \$8  | \$25 |
| Community Center table tennis | \$11 | \$25 |
| Golf Driving Range:           |      |      |
| Quarter bucket of balls       | \$1  | \$2  |
| Small bucket of balls         | \$2  | \$4  |
| Large bucket of balls         | \$3  | \$6  |
| Catering fee:                 |      |      |
| Plate                         | \$1  | \$2  |

;and

**WHEREAS**, in addition, staff was directed to identify and recommend rental fees for storage areas at clubhouses currently utilized by clubs without a fee. At the June 10, 2021, CAC meeting, staff presented storage areas currently utilized by clubs without a fee. The CAC recommended the following new storage descriptions and fees, subject to affirmation by the Finance Committee and board approval:

**Table 2: Proposed 2022 Storage Areas Fees**

| Description                   | 2021 Annual Fee | 2022 Proposed Fee |
|-------------------------------|-----------------|-------------------|
| Storage areas:                |                 |                   |
| Small (12" x 24" x "20" & up) | ---             |                   |
| Medium (30" x 24" x 30" & up) | ---             | \$50              |
| Large (5' x 5' & up)          | ---             | \$100             |

; and

**WHEREAS**, increasing fees provides additional revenue and assists keeping assessments low. Based upon 2019 actuals and utilization, the proposed fee increases would generate approximately \$108,250 in additional revenue:

| Description             | Projected Additional Annual Revenue |
|-------------------------|-------------------------------------|
| Lockers                 | \$6,610                             |
| Golf driving range:     |                                     |
| Quarter bucket of balls | \$32,700                            |
| Small bucket of balls   | \$28,440                            |
| Large bucket of balls   | \$22,300                            |
| Catering fee            | \$12,000                            |
| Storage areas           | \$6,200                             |
| Total                   | \$108,250                           |

**WHEREAS**, at the June 23, 2021 Finance Committee meeting, the committee affirmed the CAC recommendation of the fee increases for facility lockers, golf driving range, caterers servicing club/organizations and resident private parties, and club storage areas beginning January 1, 2022; and

**NOW THEREFORE BE IT RESOLVED**, [DATE], 2021, the Board of Directors of this Corporation hereby introduces approval of the fee increases for facility lockers, golf driving range, caterers servicing club/organizations and resident private parties, and club storage areas beginning January 1, 2022; and

**RESOLVED FURTHER**, that this resolution shall be effective January 1, 2022, and Resolution 90-12-12 (locker rental fees); Resolution 90-18-03 (golf fees); and Resolution 90-16-18 (catering fees) are hereby superseded and fees updated according to this resolution; and

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

**JULY 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.

Director Milliman made a motion to introduce a resolution to approve 2022 locker, golf driving range, caterer and storage fee increase for 28-day review. Director Dotson seconded the motion.

Discussion ensued among the directors.

President Carpenter called for the vote; hearing no objections the motion passed unanimously.

13. The Board took a 5-minute break at 10:47 a.m.

**14. Committee Reports**

**14a.** Report of the Finance Committee/Financial Reports – Director Hopkins gave an update from the committee and showed a presentation on the GRF Treasurer's Report. The committee met on June 23, 2021; next meeting August 25, 2021, 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

**14b.** Strategic Planning Committee—Director Pearlstone gave an update from the committee. The committee met on June 28, 2021; next meeting August 23, 2021 at 9:30 a.m. in the board room and as a virtual meeting.

**14c.** Report of the Community Activity Committee – Director Pearlstone gave an update from the committee. The committee met on June 10, 2021; next meeting July 8, 2021, at 1:30 p.m. in the board room and as a virtual meeting.

- (1) Equestrian Center Ad Hoc Committee – President Carpenter gave an update on the committee. The committee met on May 6, 2021; next meeting TBA.

**14d.** Report of the Landscape Committee – Director Horton gave an update from the committee. The committee met on June 9, 2021; next meeting August 11, 2021 at 1:30 p.m. in the board room and as a virtual meeting.

**14e.** Report of the Maintenance & Construction Committee – Director Garthoffner gave an update from the committee. The committee met on June 9, 2021; next meeting August 11, 2021, at 9:30 a.m. in the board room and as a virtual meeting.



- (1) Report of the Clubhouse 1 Renovation Ad Hoc Committee – Director Garthoffner gave an update from the committee. The committee met on March 23, 2021; next meeting TBA.
- (2) Energy Solutions Ad Hoc Committee – Director Stephens gave an update from the committee. The next meeting TBA.

**14f.** Report of the Media and Communications Committee—Director Milliman gave an update on the committee. The Committee met on May 17, 2021; next meeting will be held on July 19, 2021, at 1:30 p.m. in the board room and as a virtual meeting.

**14g.** Report of the Mobility & Vehicles Committee – Director Tibbetts gave an update on the committee. The Committee met on June 2, 2021; next meeting August 4, 2021, at 1:30 p.m. in the board room and as a virtual meeting.

**14h.** Report of the Security & Community Access Committee – Director Tibbetts gave an update on the committee. The Committee meeting on June 28, 2021; next meeting August 23, 2021, at 1:30 p.m. in the board room and as a virtual meeting.

- (1) Report of the Laguna Woods Village Traffic Hearings – Director Horton gave an update on the hearings. The Traffic Hearings were held on June 16, 2021; next hearings will be held on July 21, 2021, at 9:00 a.m. and 1:00 p.m. board room and as a virtual meeting.

**14i.** Report of the Disaster Preparedness Task Force – Director Blackwell gave an update on the task force. The Task Force met on May 25, 2021; next meeting will be July 27, 2021 at 9:30 a.m. board room and as a virtual meeting.

**14j.** Information Technology Advisory Committee – Director Hopkins.

**15. Future Agenda Items** - *All matters listed below are items for a future Board Meeting. No action will be taken by the Board on these agenda items at this meeting.*

**15a. The Broadband Group Status**

**16. Directors' Comments**

There were no 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.*

The meeting was recessed at 11:30 a.m.

**Summary of Previous Closed Session Meetings per Civil Code §4935.**

*During the May 4, 2021, Closed Session, the Board:*

*Heard VMS Board Update*

*Approved the Agenda*

*Approved the Minutes of:*

*(a) May 28, 2021 – Special Closed Meeting*

*(b) June 1, 2021 – Regular Closed Meeting*

*Approved a Resolution to Write-off Chargeable Services*

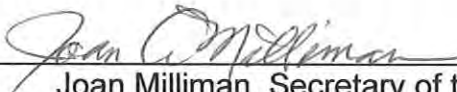
*Discussed and Considered Personnel Matters*

*Discussed and Considered Contractual Matters*

*Discussed Legal/Legislation Matters*

**18. Adjournment**

The meeting was adjourned at 3:06 p.m.

  
\_\_\_\_\_  
Joan Milliman, Secretary of the Board  
Golden Rain Foundation

**RESOLUTION 90-21-xx**  
**GRF Committee Appointments**

**RESOLVED** August 4, 2021, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

**Strategic Planning Committee**

Jon Pearlstone, Chair (GRF)  
Gan Mukhapadhyay, (GRF)  
James Hopkins, Alternate (GRF)  
Robert Mutchnick (Third)  
Cush Bhada (Third)  
Steve Parsons, Alternate (Third)  
Sue Margolis (United)  
Andre Torng (United)  
Cash Achrekar (United)  
Advisor: Dick Rader, Joe Camera

**Customer Experience Subcommittee**

Jon Pearlstone (GRF)  
Cush Bhada (Third)  
Robert Mutchnick (Third)  
Andre Torng (United)

**Facilities Subcommittee**

Gan Mukhopadhyay (GRF)  
Cush Bhada (Third)  
Carl Randazzo (United)

**Future Strategic Planning Items Subcommittee**

Jim Hopkins (GRF)

**Community Activities Committee**

Jon Pearlstone, Chair (GRF)  
Yvonne Horton (GRF)  
Deborah Dotson, Alternate (GRF)  
~~Bunny Carpenter, Alternate (GRF)~~  
Reza Karimi (Third)  
Annie McCary, (Third)  
Elsie Adddington (United)  
Andre Torng (United)  
Cash Achrekar, Alternate (United)  
Ryna Rothberg, (Mutual 50)  
Advisor: Roland Boudreau, Juanita Skillman, Dick Rader, Ajit Gidwani

**Equestrian Center Ad Hoc Committee**

Bunny Carpenter, Chair (GRF)  
Yvonne Horton (GRF)  
Cush Bhada (Third)  
Annie McCary (Third)

Advisors: Gary Empfield, Stefanie Brown, Bunny Lipinski, Susan Hemberger

**Finance Committee**

James Hopkins, Chair (GRF)  
Deborah Dotson, (GRF)  
Gan Mukhapadhyay, **Alternate** (GRF)  
Steve Parsons (Third)  
Robert Mutchnick (Third)  
Craig Wayne, Alternate (Third)  
Azar Asgari (United)  
Carl Randazzo (United)  
Diane Casey, Alternate (United)  
Al Amado, (Mutual 50)  
Advisor: Rosemarie diLorenzo

**Information Technology Advisory Committee (ITAC)**

James Hopkins, Chair (GRF)  
Bunny Carpenter (GRF)  
Deborah Dotson (GRF)  
Sue Margolis (United)  
Diane Casey (United)  
Lynn Jarrett (Third)  
Reza Karimi (Third)

**Landscape Committee**

Yvonne Horton, Chair (GRF)  
Maggie Blackwell (GRF)  
Lynn Jarrett, (Third)  
Reza Karimi, (Third)  
Donna Rane-Szostak, Alternate (Third)  
Manuel Armendariz, (United)  
Andre Torng (United)  
Azar Asgari, Alternate (United)  
Vacant (Mutual 50)

**Maintenance & Construction Committee**

Egon Garthoffner, Chair (GRF)  
Gan Mukhapadhyay (GRF)  
Deborah Dotson (GRF)  
~~Sue Stephens, Alternate (GRF)~~  
John Frankel (Third)  
Ralph Engdahl (Third)  
Reza Karimi, Alternate, Third  
Carl Randazzo, (United)  
Brian Gilmore (United)  
Reza Bastani, Alternate (United)  
John Carter (Mutual 50)  
Advisor: Richard Palmer, Steve Leonard, Bill Walsh

### **Clubhouse Renovation Ad Hoc Committee**

Egon Garthoffner, Chair (GRF)  
Gan Mukhapadhyay (GRF)  
Deborah Dotson, (GRF)  
John Frankel (Third)  
Cush Bhada (Third)  
Ralph Engdahl, Alternate (Third)  
Manuel Armendariz (United)  
Carl Randazzo (United)  
Sue Margolis, Alternate (United)  
Advisors: Steve Leonard, Bill Walsh, **Cathy Garris**

### **Energy Solutions Ad Hoc Committee (Dissolve Committee)**

~~Sue Stephens, Chair (GRF)  
Egon Garthoffner (GRF)  
Advisors: Steve Leonard, Bill Walsh~~

### **Media and Communications**

Joan Milliman, Chair (GRF)  
Maggie Blackwell (GRF)  
Deborah Dotson (GRF)  
Annie McCary (Third)  
Lynn Jarrett (Third)  
Donna Rane-Szostak, Alternate (Third)  
Neda Ardani (United)  
Elsie Addington, (United)  
Ryna Rothberg, (Mutual 50)  
Advisors: Carmen Pacella, Tom Nash, Juanita Skillman, Lucy Parker  
Theresa Frost

### **Broadband Ad Hoc Committee**

Joan Milliman, Chair (GRF)  
Jim Hopkins (GRF)  
Jon Pearlstone (GRF)  
Deborah Dotson (GRF)  
Annie McCary (Third)  
Lynn Jarrett (Third)  
Advisor: Dick Rader

### **Mobility & Vehicles Committee**

Don Tibbetts, Chair (GRF)  
Egon Garthoffner (GRF)  
Joan Milliman, Alternate (GRF)  
Craig Wayne (Third)  
Reza Karimi (Third)  
Cush Bhada, Alternate (Third)  
Elsie Addington, (United)  
Reza Bastani (United)  
Neda Ardani, Alternate (United)  
Margaret Bennett (Mutual 50)

Advisor: Vashi Williams

**Security and Community Access**

Don Tibbetts, Chair (GRF)  
Maggie Blackwell (GRF)  
Cush Bhada (Third)  
Craig Wayne (Third)  
Donna Rane-Szostak, Alternate (Third)  
Manuel Armendariz (United)  
Reza Bastani (United)  
Andre Torng, Alternate (United)  
Margaret Bennett (Mutual 50)

**OTHER COMMITTEES:**

**Disaster Preparedness Task Force**

Carlos Rojas, Chair  
Maggie Blackwell (GRF)  
~~Sue Stephens (GRF)~~  
Annie McCary, (Third)  
John Frankel, (Third)  
Donna Rane-Szostak, Alternate (Third)  
Diane Casey (United)  
Cash Achrekar, (United)  
Reza Bastani, Alternate (United)  
Board Members by Rotation (Mutual 50)  
Advisors: Tom Soule, Bruce Bonbright

**Laguna Woods Village Traffic Hearings**

(Chair will alternate between Boards)  
Yvonne Horton (GRF)  
Deborah Dotson (GRF)  
~~Sue Stephens (GRF)~~  
John Frankel (Third)  
Cush Bhada, (Third)  
Neda Ardani (United)  
Elsie Addington, Alternate (United)  
Board Members by Rotation (Mutual 50)

**Insurance Ad Hoc Committee**

Sue Margolis, Chair (United)  
Cash Achrekar, Co-Chair (United)  
Bunny Carpenter (GRF)  
James Hopkins (GRF)  
Rosemarie diLorenzo (VMS)  
Wei-Ming Tao (VMS)  
Robert Mutchnick (Third)  
Reza Karimi (Third)  
Advisor: Diane Fortner, Jon Pearlstone



**Purchasing Ad Hoc Committee**

Bunny Carpenter, Chair (GRF)  
Yvonne Horton (GRF)  
Steve Parsons (Third)  
Donna Rane-Szostak (Third)  
Ralph Engdahl, Alternate (Third)  
Carl Randazzo (United)  
Cash Achrekar (United)

**Select Audit Task Force**

James Hopkins (GRF)  
Diane Phelps (VMS)  
Elizabeth Roper (United)  
Peggy Moore (Third)

**RESOLVED FURTHER**, that Resolution 90-21-25 adopted July 6, 2021, is hereby superseded and cancelled; and

**RESOLVE 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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## STAFF REPORT

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**DATE:** August 3, 2021  
**FOR:** Board of Directors  
**SUBJECT:** Proposed 2022 Locker, Golf Driving Range, Caterer and Storage Area Fees

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### **RECOMMENDATION**

Review and authorize the Finance Committee and Community Activities Committee (CAC) recommended fee adjustments for facility lockers, golf driving range, caterers servicing club/organizations and resident private parties, and club storage areas beginning January 1, 2022.

### **BACKGROUND**

Pricing for facility lockers, golf driving range, caterers servicing clubs/organizations and resident private parties, and club storage areas were established by four resolutions:

1. Resolution 90-12-132 (ATT 1) adopted on November 6, 2012, established guidelines for shared costs and fees; certain fees can be imposed upon users of various recreational facilities to control crowding, mitigate over-usage, and recover operating costs.
2. Resolution 90-12-12 adopted on February 7, 2012, established GRF pricing policy relative to Locker Rental Fees. Proposed Resolution 90-21-xx 2022 Locker Fees (ATT 2)
3. Resolution 90-18-03 adopted on January 2, 2018, established a policy for golf fees and amounts set forth in the Schedule of Golf Fees (ATT 3).
4. Resolution 90-16-18 adopted on April 5, 2016, adjusted the catering fee (ATT 4).

On October 15, 2020 the CAC directed staff to develop a comprehensive financial analysis of the Recreation and Special Events Department operating budget including current chargeable service fees, resident user versus monthly manor assessment costs and alternate revenue sources.

### **DISCUSSION**

At the April 15, 2021, CAC meeting, staff presented the Recreation and Special Events Department Financial Analysis to facilitate the committee's discussion of fee sharing objectives, facility utilization, revenue and operating expenses. The CAC identified three fees that are low to compared to market comparisons:

1. Facility lockers;
2. Golf driving range;
3. Caterers servicing club/organization and resident private parties at GRF facilities; and
4. Storage areas.

At the May 13, 2021 CAC meeting, the committee recommended the following increases, subject to Finance Committee affirmation and board approval:

**Table 1: Proposed 2022 Locker, Golf Driving Range, and Catering Fees**

| Description                   | 2021 Annual Fee | 2022 Proposed Fee |
|-------------------------------|-----------------|-------------------|
| <b>Lockers:</b>               |                 |                   |
| Clubhouse 1 billiard room     | \$10            | \$25              |
| PAC Billiard room             | \$9             | \$25              |
| Clubhouse 4 outside lockers   | \$13            | \$25              |
| Clubhouse 4 inside jewelry    | \$8             | \$25              |
| Community Center table tennis | \$11            | \$25              |
| <b>Golf Driving Range:</b>    |                 |                   |
| Quarter bucket of balls       | \$1             | \$2               |
| Small bucket of balls         | \$2             | \$4               |
| Large bucket of balls         | \$3             | \$6               |
| <b>Catering fee:</b>          |                 |                   |
| Plate                         | \$1             | \$2               |

ATT 2, ATT 3 and ATT 4 reflect the proposed locker, golf driving range, and catering fees.

In addition, staff was directed to identify and recommend rental fees for storage areas at clubhouses currently utilized by clubs without a fee. At the June 10, 2021 CAC meeting, staff presented storage areas currently utilized by clubs without a fee (Attachment 6). The CAC recommended the following new storage descriptions and fees, subject to affirmation by the Finance Committee and board approval:

**Table 2: Proposed 2022 Storage Areas Fees**

| Description                   | 2021 Annual Fee | 2022 Proposed Fee |
|-------------------------------|-----------------|-------------------|
| <b>Storage areas:</b>         |                 |                   |
| Small (12" x 24" x 20" & up)  | ---             | \$25              |
| Medium (30" x 24" x 30" & up) | ---             | \$50              |
| Large (5' x 5' & up)          | ---             | \$100             |

ATT 5 reflects the proposed storage are fees.

At the June 23, 2021 Finance Committee meeting, the committee affirmed the CAC recommendation of the fee increases for facility lockers, golf driving range, caterers servicing club/organizations and resident private parties, and club storage areas beginning January 1, 2022. Proposed Resolution for 2022 Storage Area Fee (Attachment 5).

On July 6, 2021, the GRF Board introduced a resolution for the 2022 Locker, Golf Driving Range, Catering Fees and Storage Area Fees. President Carpenter recommended the four old resolutions be cancelled and superceded by new revised resolutions. As a result, four new

resolutions are proposed to be introduced and placed on 28-day review to comply with Civil Code §4360.

**FINANCIAL ANALYSIS**

Increasing fees provides additional revenue and assists keeping assessments low. Based upon 2019 actuals and utilization, the proposed fee increases would generate approximately \$108,250 in additional revenue:

| Description             | Projected Additional Annual Revenue |
|-------------------------|-------------------------------------|
| Lockers                 | \$6,610                             |
| Golf driving range:     |                                     |
| Quarter bucket of balls | \$32,700                            |
| Small bucket of balls   | \$28,440                            |
| Large bucket of balls   | \$22,300                            |
| Catering fee            | \$12,000                            |
| Storage areas           | \$6,200                             |
| <b>Total</b>            | <b>\$108,250</b>                    |

Prepared By: Jennifer Murphy, Recreation Manager

Reviewed By: Brian Gruner, Recreation and Special Events Director  
 Steve Hormuth, Interim Finance Director  
 Siobhan Foster, COO

**ATTACHMENT(S)**

- ATT1: Resolution 90-12-132 (guidelines for shared costs and fees)
- ATT2: Resolution 90-12-12 (locker rental fees); redlined resolution 90-21-xx 2022 Locker Fees
- ATT3: Resolution 90-18-03 (golf fees); redlined resolution 90-21-xx 2022 Golf Fees Pricing Policy
- ATT4: Resolution 90-16-18 (catering fee); relined resolution 90-21-xx 2022 Catering Fees
- ATT5: Resolution 90-21-xx (storage area fees)
- ATT6: Facility Locker and Storage Analysis

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GRF Board of Directors  
Proposed 2022 Locker, Golf Driving Range, Caterer and Storage Area Fees  
August 3, 2021  
Page 4

Golden Rain Foundation  
Community Activities Community  
June 10, 2021

**ENDORSEMENT (to Finance Committee)**

**Proposed 2022 Locker, Golf Driving Range, Caterer and Storage Area Fees**

Authorize the Community Activities Committee recommendation to approve the proposed fee increases for facility lockers, golf driving range, caterers servicing club/organizations and resident private parties, and club storage areas beginning January 1, 2022.

A motion was made to recommend board approval of the proposed fee increases for facility lockers, golf driving range, caterers servicing club/organizations and resident private parties, and club storage areas beginning January 1, 2022.

Motion passed unanimously.

Golden Rain Foundation  
Finance Committee  
June 23, 2021

**ENDORSEMENT (to Board)**

**Proposed 2022 Locker, Golf Driving Range, Caterer and Storage Area Fees**

Authorize the Finance Committee recommendation to approve the proposed fee increases for facility lockers, golf driving range, caterers servicing club/organizations and resident private parties, and club storage areas beginning January 1, 2022.

A motion was made to recommend board approval of the proposed fee increases for facility lockers, golf driving range, caterers servicing club/organizations and resident private parties, and club storage areas beginning January 1, 2022.

Motion passed without objection.

**GUIDELINES FOR SHARED COSTS AND FEES**

**RESOLVED**, November 6, 2012, that the following Guidelines for the sharing of costs and for the levying and collection of fees reflect the policies and practices which have developed over the history of Laguna Woods Village. The Guidelines are subject to change from time to time at the discretion of the Golden Rain Foundation Board of Directors (GRF).

A. General Principles and the Shared Cost Concept:

- I. Shared costs are costs of furnishing, maintaining, or operating facilities and services which all Laguna Woods Village residents use or enjoy, or have the right to use or enjoy. They are costs budgeted as Golden Rain Foundation operating or reserve expenditures shared equally throughout Laguna Woods Village by manor. The monthly assessment by each manor ownership reflects an equal portion of these costs per the amended Trust Agreement dated March 30, 1964, Paragraph 6: "Golden Rain costs shall be included in monthly assessment on a pro-rata basis to members of respective corporations."
- II. Reasonable fees may be imposed pursuant to the Trust Agreement, as amended.

B. Exceptions to the Shared Cost Concept:

I. Utilization Control

In order to control crowding, to minimize over-usage, or to impose reasonable limitations on guests, fees may be imposed on users of a shared cost facility or service.

II. Financial Support of a Facility/Service

Reasonable fees may be imposed on the users of a new or existing shared cost facility or service if GRF determines that fees would be appropriate to help offset costs and reduce assessments.

III. Exclusive Use of Facility by Resident

Where only a small number of residents are allowed access to a facility, GRF may impose a fee to recover certain costs of operating that facility.

C. Special Facilities:

Since the inception of Laguna Woods Village, two facilities have consistently been declared to be free from the imposition of fees for use thereof by Laguna Woods Village residents.

I. The first of such special facilities is the aquatics and necessary related facilities. The special classification of aquatics derives from the view traditionally held by the Laguna Woods Village community that the "swimming pool" is an integral part of residential real property.

II. The second such special facility is the Laguna Woods Village Transportation System. Its special classification derives from assurances of the original developer that the community bus system would furnish certain fare-free bus transportation to Laguna Woods Village residents. Rendition of this free bus service has been endorsed and continued by the first and subsequently elected Golden Rain Foundation Boards of Directors.

Additionally, there are other facilities where it would be difficult to collect fees or where it may not prove to be cost effective.

D. Definition of Fees:

Inasmuch as GRF provides multipurpose facilities and services, a formula for determining fees shall be applied to each such facility or service separately in order to determine an appropriate fee amount. When establishing fees, GRF will review direct costs of operating the facility, reserve requirements for equipment and facility improvements, and utilization.

I. Facilities Fee. - A payment imposed on the user of a shared facility in order to control use or recover a portion of the facility costs. The fee should represent an equitable and reasonable division of cost between the user and the monthly assessment.

II. Administrative Service Fee. - A payment imposed on the user of a service provided by administrative personnel of the Managing Agent or a contracted service provider.

III. Entertainment Fee. - A fee assessed to individuals for a Recreation coordinated event.

IV. Additional Occupant Fee. - A payment imposed for each additional occupant over two in a manor, whether owner or tenant, for the right to use community facilities or services.

V. Nonresident/Guest Fees. - A payment imposed on a nonresident, including all non-Laguna Woods Village organizations, for use of a community facility or service.

In the event that the owner(s) of any manor shall lease said manor to a tenant or tenants, such tenant(s) shall be entitled to the use of all GRF facilities or services as aforesaid during the term of said lease and the owner(s) shall not be entitled to such use of said facilities or services.

**RESOLVED FURTHER**, that Resolution G-89-115 adopted November 7, 1989 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 the purpose of this resolution.

**RESOLUTION 90-12-12**

**WHEREAS**, according to Resolution G-89-115, which established guidelines for shared costs and fees, certain fees can be imposed upon users of various recreational facilities in order to control crowding and minimize over-usage, and to recover operating costs; and

**WHEREAS**, by way of Resolution 90-06-32, the Board of Directors adopted a Recreation Division Fee Schedule which lists fees charged to residents and non-residents to use GRF shared facilities; and

**NOW THEREFORE BE IT RESOLVED**, February 7, 2012, that the Board of Directors of the Corporation hereby adopts the GRF Pricing policy relative to Locker Rental Fees:

**Locker Rental Fees**

- A Locker Rental Fee shall be charged, annually, for each type of locker for which a fee is associated per Recreation Division Policy Section II, Paragraph XIII.I.1.a – e.
- The fee shall be based on the annualized estimated replacement cost, the estimated annual maintenance and administrative costs, and 1% shared (subsidized) by the community at large, and rounded up to the nearest dollar.
- The fee will be adjusted annually on the basis of changes to the estimated replacement, maintenance, and administrative costs, and percentage(s) shared by the community at large.
- The GRF Board of Directors will periodically review the estimated annual cost of each locker type and determine what shared percentage to apply in order to maintain an equitable and reasonable division between the user and the monthly assessment (per Resolution G-89-115, Guidelines for Shared Costs and Fees).

**RESOLVED FURTHER**, that Resolution 90-06-32 adopted May 2, 2006 is hereby amended (Recreation Division Fee Schedule) as to the Locker Rental Fees, and Resolution 90-10-103 adopted December 7, 2010 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 the purpose of this resolution.

Without objection, the reading of the resolution approving the revised Recreation Division Policy with respect to "Section III.XXV.A.14 – Golf Facilities" which was postponed from last month to satisfy the 30-day notification requirement was waived.

A motion was made and seconded to approve the resolution and Director Dvorak provided a brief summary of the resolution.

By a vote of 10-0-0, the motion carried and the Board of Directors adopted the following resolution:

**RESOLUTION 90-21-XX**  
**2022 Locker Fees**

**WHEREAS**, according to Resolution G-89-115, which established guidelines for shared costs and fees, certain fees can be imposed upon users of various recreational facilities in order to control crowding and minimize over-usage, and to recover operating costs; and

**WHEREAS**, by way of Resolution 90-06-32, the Board of Directors adopted a Recreation Division Fee Schedule which lists fees charged to residents and non-residents to use GRF shared facilities; and

**WHEREAS**, on October 15, 2020 the Community Activities Committee (CAC) directed staff to develop a comprehensive financial analysis of the Recreation and Special Events Department operating budget including current chargeable service fees, resident user versus monthly manor assessment costs and alternate revenue sources; and;

**WHEREAS**, at the April 15, 2021 CAC meeting, staff presented the Recreation and Special Events Department Financial Analysis to facilitate the committee’s discussion of fee sharing objectives, facility utilization, revenue and operating expenses. The CAC identified locker fees that are low to compared to market comparisons; and;

**WHEREAS**, at the May 13, 2021 CAC meeting, the committee recommended the following increases, subject to Finance Committee affirmation and board approval:

**Proposed 2022 Locker Fees**

| Description                   | 2021 Annual Fee | 2022 Proposed Fee |
|-------------------------------|-----------------|-------------------|
| <b>Lockers:</b>               |                 |                   |
| Clubhouse 1 billiard room     | \$10            | \$25              |
| PAC Billiard room             | \$9             | \$25              |
| Clubhouse 4 outside lockers   | \$13            | \$25              |
| Clubhouse 4 inside jewelry    | \$8             | \$25              |
| Community Center table tennis | \$11            | \$25              |

; and

**WHEREAS**, at the June 23, 2021 Finance Committee meeting, the committee affirmed the CAC recommendation of the fee increases for facility lockers beginning January 1, 2022; and

**NOW THEREFORE BE IT RESOLVED**, [DATE], the Board of Directors of this Corporation hereby approves of the fee increases for facility lockers beginning January

1, 2022; and

**RESOLVED FURTHER**, that this resolution shall be effective January 1, 2022 and Resolution 90-12-12 is hereby superseded and canceled and fees updated according to this resolution, 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.

AUGUST 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.



**RESOLUTION 90-18-03**  
**Golf Fees Pricing Policy**

**WHEREAS**, according to Resolution 90-12-132, which established guidelines for shared costs and fees, certain fees can be imposed upon users of various recreational facilities in order to control crowding and minimize over-usage, and to recover operating costs; and

**WHEREAS**, the Board of Directors may periodically review the fees and make adjustments for reasons defined in the Shared Cost Guidelines; and

**NOW THEREFORE BE IT RESOLVED**, January 2, 2018, that the Board of Directors of the Corporation hereby introduces the following policy for golf fees and amounts set forth on the attached Schedule of Golf Fees:

**Cart Fees**

- A Cart Rental Fee shall be charged to residents and their guests who wish to use a GRF-owned golf cart or pull cart; a Cart Registration Fee shall be charged for the use of a golf cart not owned by GRF.

**Club Rental Fees**

- A Club Rental Fee shall be charged to residents and their guests who wish to use a GRF-owned set of golf clubs.

**Driving Range Fees**

- A Bucket Fee shall be charged to residents and their guests for hitting a bucket of balls on the Driving Range.

**Greens Fees, 27-Hole Course**

- Greens Fees shall be charged to residents and their guests per round of golf.
- Greens Fee amount shall be set according to the attached schedule for Residents and Guests.

**Greens Fees, 9-Hole Course**

- Greens Fees shall be charged to residents and their guests per round of golf.
- Greens Fee amount shall be set according to the attached schedule for Residents and Guests.

**RESOLVED FURTHER**, that Resolution 90-13-10 adopted February 5, 2013, is hereby superseded and canceled; and

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

**NOVEMBER Initial Reading**  
**30-days notification to comply with Civil Code §4360 has been satisfied.**

**SCHEDULE OF GOLF FEES**

Adopted by Resolution 90-18-03

| DESCRIPTION                                 | 2017<br>Fee | 2018<br>Fee |
|---|-------------|-------------|
| <b>Carts &amp; Clubs</b>                    |             |             |
| Cart Registration, Single Use               | \$8.00      | \$8.00      |
| Cart Registration, Annual Pass              | \$60.00     | \$60.00     |
| Cart Rental, 18 Holes                       | \$15.00     | \$15.00     |
| Cart Rental, 9 Holes                        | \$8.00      | \$8.00      |
| Cart Rental, Hand Pulled                    | \$1.00      | \$1.00      |
| Club Rental                                 | \$25.00     | \$25.00     |
| Club Storage (locker), Annual Fee           | \$45.00     | \$45.00     |
| Club Storage (locker) , Monthly             | \$12.00     | \$12.00     |
| <b>Driving Range</b>                        |             |             |
| Driving Range, Large Bucket                 | \$3.00      | \$3.00      |
| Driving Range, Small Bucket                 | \$2.00      | \$2.00      |
| Driving Range, Quarter Bucket               | \$1.00      | \$1.00      |
| <b>Greens Fee, 27 Hole Course, 18 Holes</b> |             |             |
| Residents                                   | \$11.00     | \$16.00     |
| Guests, Weekday                             | \$35.00     | \$35.00     |
| Guests, Weekend                             | \$55.00     | \$55.00     |
| <b>Greens Fee, 27 Hole Course, 9 Holes</b>  |             |             |
| Residents                                   | \$6.00      | \$8.00      |
| Guests, Weekday                             | \$18.00     | \$18.00     |
| Guests, Weekend                             | \$28.00     | \$28.00     |
| <b>Greens Fee, Par 3 Course, 18 Holes</b>   |             |             |
| Residents                                   | \$8.00      | \$10.00     |
| Guests                                      | \$16.00     | \$16.00     |
| <b>Greens Fee, Par 3 Course, 9 Holes</b>    |             |             |
| Residents                                   | \$4.00      | \$6.00      |
| Guests                                      | \$7.00      | \$8.00      |

**RESOLUTION 90-21-XX**  
**Golf Fees Pricing Policy**

**WHEREAS**, according to Resolution 90-12-132, which established guidelines for shared costs and fees, certain fees can be imposed upon users of various recreational facilities in order to control crowding and minimize over-usage, and to recover operating costs; and

**WHEREAS**, the Board of Directors may periodically review the fees and make adjustments for reasons defined in the Shared Cost Guidelines; and

**WHEREAS**, on October 15, 2020 the Community Activities Committee (CAC) directed staff to develop a comprehensive financial analysis of the Recreation and Special Events Department operating budget including current chargeable service fees, resident user versus monthly manor assessment costs and alternate revenue sources; and

**WHEREAS**, at the April 15, 2021 CAC meeting, staff presented the Recreation and Special Events Department Financial Analysis to facilitate the committee’s discussion of fee sharing objectives, facility utilization, revenue and operating expenses. The CAC identified golf driving range fees that are low to compared to market comparisons:

**WHEREAS**, at the May 13, 2021 CAC meeting, the committee recommended the following increases, subject to Finance Committee affirmation and board approval:

**Proposed 2022 Golf Driving Range Fees**

| Description             | 2021 Annual Fee | 2022 Proposed Fee |
|-------------------------|-----------------|-------------------|
| Golf Driving Range:     |                 |                   |
| Quarter bucket of balls | \$1             | \$2               |
| Small bucket of balls   | \$2             | \$4               |
| Large bucket of balls   | \$3             | \$6               |

; and

**WHEREAS**, at the June 23, 2021 Finance Committee meeting, the committee affirmed the CAC recommendation of the fee increases for golf driving range beginning January 1, 2022; and

~~**NOW THEREFORE BE IT RESOLVED**, [DATE], that the Board of Directors of the Corporation hereby approves the following policy for golf fees and amounts set forth on the attached Schedule of Golf Fees:~~



#### Cart Fees

- A Cart Rental Fee shall be charged to residents and their guests who wish to use a GRF-owned golf cart or pull cart; a Cart Registration Fee shall be charged for the use of a golf cart not owned by GRF.

#### Club Rental Fees

- A Club Rental Fee shall be charged to residents and their guests who wish to use a GRF-owned set of golf clubs.

#### Driving Range Fees

- A Bucket Fee shall be charged to residents and their guests for hitting a bucket of balls on the Driving Range.

#### Greens Fees, 27-Hole Course

- Greens Fees shall be charged to residents and their guests per round of golf.
- Greens Fee amount shall be set according to the attached schedule for Residents and Guests.

#### Greens Fees, 9-Hole Course

- Greens Fees shall be charged to residents and their guests per round of golf.
- Greens Fee amount shall be set according to the attached schedule for Residents and Guests.

**NOW THEREFORE BE IT RESOLVED**, [DATE], 2021, the Board of Directors of this Corporation hereby approves of the fee increases for golf driving range beginning January 1, 2022; and

**RESOLVED FURTHER**, that this resolution shall be effective January 1, 2022 and Resolution 90-18-03 adopted January 2, 2018, is hereby superseded and canceled and fees updated according to this resolution, and

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

#### AUGUST 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.

## SCHEDULE OF GOLF FEES

Adopted by Resolution 90-21-xx

| DESCRIPTION                                 | 2021<br>Fee | 2022<br>Fee |
|---|-------------|-------------|
| <b>Carts &amp; Clubs</b>                    |             |             |
| Cart Registration, Single Use               | \$8.00      | \$8.00      |
| Cart Registration, Annual Pass              | \$60.00     | \$60.00     |
| Cart Rental, 18 Holes                       | \$15.00     | \$15.00     |
| Cart Rental, 9 Holes                        | \$8.00      | \$8.00      |
| Cart Rental, Hand Pulled                    | \$1.00      | \$1.00      |
| Club Rental                                 | \$25.00     | \$25.00     |
| Club Storage (locker), Annual Fee           | \$45.00     | \$45.00     |
| Club Storage (locker) , Monthly             | \$12.00     | \$12.00     |
| <b>Driving Range</b>                        |             |             |
| Driving Range, Large Bucket                 | \$3.00      | \$6.00      |
| Driving Range, Small Bucket                 | \$2.00      | \$4.00      |
| Driving Range, Quarter Bucket               | \$1.00      | \$2.00      |
| <b>Greens Fee, 27 Hole Course, 18 Holes</b> |             |             |
| Residents                                   | \$11.00     | \$16.00     |
| Guests, Weekday                             | \$35.00     | \$35.00     |
| Guests, Weekend                             | \$55.00     | \$55.00     |
| <b>Greens Fee, 27 Hole Course, 9 Holes</b>  |             |             |
| Residents                                   | \$6.00      | \$8.00      |
| Guests, Weekday                             | \$18.00     | \$18.00     |
| Guests, Weekend                             | \$28.00     | \$28.00     |
| <b>Greens Fee, Par 3 Course, 18 Holes</b>   |             |             |
| Residents                                   | \$8.00      | \$10.00     |
| Guests                                      | \$16.00     | \$16.00     |
| <b>Greens Fee, Par 3 Course, 9 Holes</b>    |             |             |
| Residents                                   | \$4.00      | \$6.00      |
| Guests                                      | \$7.00      | \$8.00      |

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**RESOLUTION 90-16-18**

**Increase Catering Fee**

**WHEREAS**, GRF currently charges caterers servicing club/organization and resident private parties a caterers' fee of \$0.80 per plate when providing services within GRF facilities; and

**WHEREAS**, this fee has not been changed since at least 2007;

**NOW THEREFORE BE IT RESOLVED**, April 5, 2016, the catering fee is hereby increased to \$1.00 per plate and this fee will be automatically ~~increased by 10% on January 1, 2017 reviewed and~~ each year thereafter.

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

Director Troutman read a proposed a resolution to approve charging a \$25 kitchen fee when the kitchen is used for meal preparation/service while renting a small dining room and a \$50 kitchen fee, shall be charged while renting a large dining room or main lounge, which was postponed in March to satisfy the 30-Day notification to comply with Civil Code §4360. Director Troutman moved to approve the resolution. Director Johnston seconded the motion. Discussion ensued.

Member Maxine McIntosh (68-C), Maggie Blackwell (71-D) and Gail Gomez (4013-3B) commented on the resolution.

Without objection the Board agreed to clarify the intent of the resolution by adding "when major appliances in the kitchen are used" to the resolution.

By a vote of 8-1-0 (Director Beckett opposed) the motion carried and the Board approved the following resolution:

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**RESOLUTION 90-21-XX**  
**2022 Catering Fee**

**WHEREAS**, GRF currently charges caterers servicing club/organization and resident private parties a caterers' fee of \$1.00 per plate when providing services within GRF facilities; and

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

**WHEREAS**, on October 15, 2020 the Community Activities Committee (CAC) directed staff to develop a comprehensive financial analysis of the Recreation and Special Events Department operating budget including current chargeable service fees, resident user versus monthly manor assessment costs and alternate revenue sources; and

**WHEREAS**, at the April 15, 2021 CAC meeting, staff presented the Recreation and Special Events Department Financial Analysis to facilitate the committee's discussion of fee sharing objectives, facility utilization, revenue and operating expenses. The CAC identified catering fees that are low to compared to market comparisons:

**WHEREAS**, at the May 13, 2021 CAC meeting, the committee recommended the following increases, subject to Finance Committee affirmation and board approval:

**Proposed Catering Fees**

| Description   | 2021 Annual Fee | 2022 Proposed Fee |
|---------------|-----------------|-------------------|
| Catering fee: |                 |                   |
| Plate         | \$1             | \$2               |

; and

**WHEREAS**, at the June 23, 2021 Finance Committee meeting, the committee affirmed the CAC recommendation of the fee increase for caterers servicing club/organizations and resident private parties beginning January 1, 2022; and

**NOW THEREFORE BE IT RESOLVED**, [DATE], that the Board of Directors of this Corporation hereby approves the fee increase for caterers servicing club/organizations and resident private parties beginning January 1, 2022.; and

**RESOLVED FURTHER**, that this resolution shall be effective January 1, 2022 and Resolution 90-16-18 is hereby superseded and canceled and fees updated according to this resolution, and

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

AUGUST 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.

**RESOLUTION 90-21-XX**  
**2022 Storage Area Fees**

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

**WHEREAS**, on October 15, 2020 the Community Activities Committee (CAC) directed staff to develop a comprehensive financial analysis of the Recreation and Special Events Department operating budget including current chargeable service fees, resident user versus monthly manor assessment costs and alternate revenue sources; and

**WHEREAS**, at the April 15, 2021 CAC meeting, staff presented the Recreation and Special Events Department Financial Analysis to facilitate the committee's discussion of fee sharing objectives, facility utilization, revenue and operating expenses. The CAC identified storage area fees that are low to compared to market comparisons:

**WHEREAS**, in addition, staff was directed to identify and recommend rental fees for storage areas at clubhouses currently utilized by clubs without a fee. At the June 10, 2021 CAC meeting, staff presented storage areas currently utilized by clubs without a fee. The CAC recommended the following new storage descriptions and fees, subject to affirmation by the Finance Committee and board approval:

**Proposed 2022 Storage Areas Fees**

| Description                   | 2021 Annual Fee | 2022 Proposed Fee |
|-------------------------------|-----------------|-------------------|
| Storage areas:                |                 |                   |
| Small (12" x 24" x 20" & up)  | ---             | \$25              |
| Medium (30" x 24" x 30" & up) | ---             | \$50              |
| Large (5' x 5' & up)          | ---             | \$100             |

; and

**WHEREAS**, at the June 23, 2021 Finance Committee meeting, the committee affirmed the CAC recommendation of the fee increases for club storage areas beginning January 1, 2022; and

**NOW THEREFORE BE IT RESOLVED**, [DATE], 2021, that the Board of Directors of this Corporation hereby approves of the fee increases for club storage areas beginning January 1, 2022.;

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



AUGUST 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.

**FACILITY LOCKER AND STORAGE ANALYSIS**

| <b>Laguna Woods Village Storage Report</b> |                 |                     |             |                          |                            |  |
|--|-----------------|---------------------|-------------|--------------------------|----------------------------|--|
| <b>Facility</b>                            | <b>Location</b> | <b>Storage Type</b> | <b>Size</b> | <b>Used By</b>           | <b>Proposed Rental Fee</b> | <b>Facility Impact</b>                                   |
| <b>Clubhouse 1</b>                         |                 |                     |             |                          |                            |  |
| \$1,600 total projected revenue            | Main Ballroom   | Open Storage        | Large       | Garden Club              | \$100                      | High- Clubs Take Away Space From GRF Facility Programing |
|  |                 |                     | Large       | Players Club             | \$100                      |  |
|  |                 |                     | Large       | Reform Temple            | \$100                      |  |
|  |                 |                     | Large       | Folk Dancers             | \$100                      |  |
|  |                 |                     | Large       | Mac Club                 | \$100                      |  |
|  |                 |                     | Large       | Joyful Christians        | \$100                      |  |
|  | Dining Room 2   |                     |             |                          |                            |  |
|  |                 | Cabinet A           | Small       | Empty                    | \$25                       | Minimal  |
|  |                 | Cabinet B           | Small       | Discovering Documenterie | \$25                       | Minimal  |
|  |                 | Cabinet E           | Small       | Rock and Rollers         | \$25                       | Minimal  |
|  |                 | Cabinet F           | Small       | Empty                    | \$25                       | Minimal  |
|  |                 | Cabinet G           | Small       | Bunco                    | \$25                       | Minimal  |
|  |                 | Cabinet H           | Small       | NARF                     | \$25                       | Minimal  |
|  |                 | Cabinet I           | Small       | Taiwanese Club           | \$25                       | Minimal  |
|  |                 | Cabinet J           | Small       | Mayflower Church         | \$25                       | Minimal  |
|  |                 | Cabinet K           | Small       | Empty                    | \$25                       | Minimal  |
|  |                 | Cabinet L           | Small       | TOPS                     | \$25                       | Minimal  |
|  |                 | Cabinet M           | Small       | Square Dancers           | \$25                       | Minimal  |
|  |                 | Cabinet N           | Small       | Discussion Club          | \$25                       | Minimal  |
|  |                 | Cabinet O           | Small       | America Italia Club      | \$25                       | Minimal  |
|  |                 | Cabinet P           | Small       | Pinnacle Club            | \$25                       | Minimal  |
|  |                 | Cabinet Q           | Small       | Unkown                   |                            |  |
|  | Dining Room 3   |                     |             |                          |                            |  |
|  |                 | Cabinet A           | Small       | Canine Club              | \$25                       | Minimal  |
|  |                 | Cabinet B           | Small       | Empty                    | \$25                       | Minimal  |
|  |                 | Cabinet C           | Small       | Reform Temple            | \$25                       | Minimal  |
|  |                 | Cabinet F           | Small       | American Italian Club    | \$25                       | Minimal  |
|  |                 | Cabinet G           | Small       | Empty                    | \$25                       | Minimal  |
|  |                 | Cabinet H           | Small       | Joyful Christian         | \$25                       | Minimal  |
|  |                 | Cabinet I           | Small       | Archery Club             | \$25                       | Minimal  |
|  |                 | Cabinet J           | Small       | Joyful Christian         | \$25                       | Minimal  |
|  |                 | Cabinet K           | Small       | American Italian Club    | \$25                       | Minimal  |
|  |                 | Cabinet L           | Small       | American Italian Club    | \$25                       | Minimal  |
| <b>Facility</b>                            | <b>Location</b> | <b>Storage Type</b> | <b>Size</b> | <b>Used By</b>           | <b>Proposed Rental Fee</b> | <b>Facility Impact</b>                                   |
| <b>Clubhouse 1 Cont.</b>                   |                 |                     |             |                          |                            |  |
|  |                 | Cabinet M           | Small       | American Italian Club    | \$25                       | Minimal  |
|  |                 | Cabinet N           | Small       | American Italian Club    | \$25                       | Minimal  |
|  |                 | Cabinet O           | Small       | Empty                    | \$25                       | Minimal  |
|  |                 | Cabinet P           | Small       | Rainbow Club             | \$25                       | Minimal  |
|  |                 | Cabinet Q           | Small       | Porcelain/China Painters | \$25                       | Minimal  |
|  |                 | Storage Room        | Small       | American Legion          | \$25                       | No Additional Space in Room                              |
|  | Art Room        |                     |             |                          |                            |  |
|  |                 | Kitchen Cabinet     | Small       | Reform Temple            | \$25                       | Minimal  |
|  |                 | Kitchen Cabinet     | Small       | Emeritus                 | \$25                       | Minimal  |
|  |                 | Kitchen Cabinet     | Small       | Emeritus                 | \$25                       | Minimal  |
|  |                 | Organ               | Large       | Mayflower Church         | \$100                      |  |
|  | Multi Purpose   |                     |             |                          |                            |  |
|  |                 | Rolling Cabinet     | Medium      | Karaoke Club- Private    | \$50                       | Medium   |
|  | By Mini Gym     |                     |             |                          |                            |  |
|  |                 | 2 Metal Cabinet     | Medium      | Mayflower Church         | \$50                       | Minimal  |

| Facility   | Location        | Storage Type | Size   | Used By                    | Proposed Rental Fee | Facility Impact |
|--|-----------------|--------------|--------|----------------------------|---------------------|-----------------|
| <b>PAC</b>                                       |                 |              |        |                            |                     |                 |
| \$2,300 total projected revenue                  | Kitchen 1       |              |        |                            |                     |                 |
|  |                 | 34 Cabinets  | Small  | 29 Rented-Various Clubs    | \$25                | Minimal         |
|  | Kitchen 2       |              |        |                            |                     |                 |
|  |                 | 34 Cabinets  | Small  | 28 Various Clubs           | \$25                | Minimal         |
| Notes: A total of 11 cabinets not used by clubs. |                 |              |        |                            |                     |                 |
|  |                 |              |        |                            |                     |                 |
|  | Dining Room 1   |              |        |                            |                     |                 |
|  |                 | 6 Cabinets   | Medium | 1 Rented- Spiritual Living | \$50                | Minimal         |
|  | Dining Room 2   |              |        |                            |                     |                 |
|  |                 | 6 Cabinets   | Medium | 2 Rented- Camera Club      | \$50                | Minimal         |
|  |                 |              |        | 1st Christian Church       |                     | Minimal         |
| Notes: A total of 9 cabinets not used by clubs.  |                 |              |        |                            |                     |                 |
|  |                 |              |        |                            |                     |                 |
|  |                 |              |        |                            |                     |                 |
| Facility   | Location        | Storage Type | Size   | Used By                    | Proposed Rental Fee | Facility Impact |
| <b>Clubhouse 4</b>                               |                 |              |        |                            |                     |                 |
|  | Old Bridge Room |              |        |                            |                     |                 |
|  |                 | Entire Room  | Large  | Clown Alley                | No Fee- Club Owned  |                 |
|  |                 |              |        | Old Pros                   | No Fee- Club Owned  |                 |
| Facility   | Location        | Storage Type | Size   | Used By                    | Proposed Rental Fee | Facility Impact |
| <b>Clubhouse 5</b>                               |                 |              |        |                            |                     |                 |
| \$1,050 total projected revenue                  | Back Stage      | 7 Cabinets   | Medium | Chicago Club               | \$50                | Minimal         |
|  |                 |              | Medium | Boomers Club               | \$50                | Minimal         |
|  |                 |              | Medium | New York Club              | \$50                | Minimal         |
|  |                 |              | Medium | Hadassah Club              | \$50                | Minimal         |
|  |                 |              | Medium | Aliso Club                 | \$50                | Minimal         |
|  |                 |              | Medium | American Ballroom          | \$50                | Minimal         |
|  |                 |              | Medium | California Club            | \$50                | Minimal         |
|  |                 | 4 Cabinets   | Medium | Republican Club            | \$50                | Minimal         |
|  |                 |              | Medium | Nifty's Club               | \$50                | Minimal         |
|  |                 |              | Medium | National Counsel           | \$50                | Minimal         |
|  |                 |              | Medium | New Jersey Club            | \$50                | Minimal         |
|  |                 | 2 Cabinets   | Medium | ORT                        | \$50                | Minimal         |
|  |                 |              | Medium | Komedy Club                | \$50                | Minimal         |
|  |                 |              |        |                            |                     |                 |
|  | Room 1          | 8 Cabinets   | Medium | RUMI Class                 | \$50                | Minimal         |
|  |                 |              | Medium | Scrabble                   | \$50                | Minimal         |
|  |                 |              | Medium | HUR Bible Study            | \$50                | Minimal         |
|  |                 |              | Medium | City of Hope               | \$50                | Minimal         |
|  |                 |              | Medium | Greek Club                 | \$50                | Minimal         |
|  |                 |              | Medium | ARMID                      | \$50                | Minimal         |
|  |                 |              | Medium | From The Wings             | \$50                | Minimal         |
|  |                 |              | Medium | Men's Reform Temple        | \$50                | Minimal         |

| Facility                      | Location   | Storage Type | Size   | Used By             | Proposed Rental Fee | Facility Impact   |         |         |
|-------------------------------|------------|--------------|--------|---------------------|---------------------|---|---------|---------|
| <b>Clubhouse 6</b>            |            |              |        |                     |                     |   |         |         |
| \$450 total projected revenue | Store room | 5 Cabinets   | Medium | Re publican Club    | \$50                | Minimal   |         |         |
|                               |            |              | Medium | Bommer Club         | \$50                | Minimal   |         |         |
|                               |            |              | Medium | German Club         | \$50                | Minimal   |         |         |
|                               |            |              | Medium | Garden Club         | \$50                | Minimal   |         |         |
|                               |            |              | Medium | Disaster Storgage   | \$50                | Minimal   |         |         |
|                               | Kitchen    |              |        | Medium              | Japanese Club       | \$50  | Minimal |         |
|                               |            |              |        | Medium              | Topic Masters       | \$50  | Minimal |         |
|                               |            |              |        | 4 Cabinets          | Medium              | RV Whe e lers   | \$50    | Minimal |
|                               |            |              |        |                     | Medium              | Dutch Club  | \$50    | Minimal |
|                               |            |              |        |                     | Medium              | Open  | \$50    | Minimal |
|                               |            |              |        | Medium              | Open                | \$50  | Minimal |         |
|                               |            |              |        | Medium              | Korean Club         | \$50  | Minimal |         |
|                               |            |              |        | Medium              | Hadassah            | \$50  | Minimal |         |
|                               |            |              |        |                     |                     |   |         |         |
|                               |            |              |        |                     |                     |   |         |         |
| Facility                      | Location   | Storage Type | Size   | Used By             | Proposed Rental Fee | Facility Impact   |         |         |
| <b>Clubhouse 7</b>            |            |              |        |                     |                     |   |         |         |
| \$500 total projected revenue | Coat Room  | 2 Cabinets   | Small  | Ballroom Dance      | \$25                | Medium- Most of Coat Room is Used for Club Storage Leaving Limited Space for Operational Uses |         |         |
|                               | Kitchen    | 1 Cabinet    | Small  | Ballroom Dance      | \$25                |   |         |         |
|                               | Coat Room  | 1 Cabinet    | Small  | City Of Hope        | \$25                |   |         |         |
|                               | Coat Room  | 1 Cabinet    | Small  | Korean American     | \$25                |   |         |         |
|                               | Coat Room  | 1 Cabinet    | Small  | Womens' 9 Hole Golf | \$25                |   |         |         |
|                               | Coat Room  | 1 Cabinet    | Small  | Life After Life     | \$25                |   |         |         |
|                               | Coat Room  | 1 Cabinet    | Small  | Crazy Quilters      | \$25                |   |         |         |
|                               | Coat Room  | 1 Cabinet    | Small  | Garden Center       | \$25                |   |         |         |
|                               | Coat Room  | 1 Cabinet    | Small  | Village Church      | \$25                |   |         |         |
|                               | Kitchen    | 1 Cabinet    | Small  | Taiwanese Club      | \$25                |   |         |         |
|                               | Kitchen    | 2 Cabinets   | Small  | Cribbage Club       | \$25                |   |         |         |
|                               | Kitchen    | 1 Cabinet    | Small  | Concerned Citizens  | \$25                |   |         |         |
|                               | Kitchen    | 1 Cabinet    | Small  | Square Dance Club   | \$25                |   |         |         |
|                               | Kitchen    | 1 Cabinet    | Small  | Entre N Bridge      | \$25                |   |         |         |
| (freestanding)                | Pantry     | 1 Cabinet    | Large  | Village Church      | \$100               |   |         |         |

| Facility   | Location                             | Storage Type | Size   | Used By                        | Proposed Rental Fee | Facility Impact |
|--|--------------------------------------|--------------|--------|--------------------------------|---------------------|-----------------|
| <b>Village Greens</b>  |                                      |              |        |                                |                     |                 |
| \$300 total projected revenue  | Room 1                               |              |        |                                |                     |                 |
|  |                                      | Closet       | Large  | 18 Hole Men's Club             | \$100               | None            |
|  | Room 2                               |              |        |                                |                     |                 |
|  |                                      | Closet       | Large  | 9 Hole Men and Women           | \$100               | None            |
|  | Room 3                               |              |        |                                |                     |                 |
|  |                                      | Closet       | Large  | 18 Hole Women's Club           | \$100               | None            |
|  |                                      |              |        |                                |                     |                 |
|  | Paddle Tennis/<br>Pickle Ball Courts |              |        |                                |                     |                 |
|  |                                      | Shed         | Large  | Both Clubs                     | No Fee- Club Owned  | Minimal         |
|  |                                      | Bin          | Medium | Both Clubs                     | No Fee- Club Owned  | Minimal         |
|  |                                      | Bin          | Medium | Both Clubs                     | No Fee- Club Owned  | Minimal         |
|  |                                      | Bin          | Medium | Both Clubs                     | No Fee- Club Owned  | Minimal         |
|  |                                      | Bin          | Medium | Both Clubs                     | No Fee- Club Owned  | Minimal         |
|  |                                      |              |        |                                |                     |                 |
|  |                                      |              |        |                                |                     |                 |
| <b>Legend</b>  |                                      |              |        |                                |                     |                 |
| <b>Minimal</b> - Does not affect operations  |                                      |              |        |                                |                     |                 |
| <b>Medium</b> - Operations are hindered; lose of space for operational storage           |                                      |              |        |                                |                     |                 |
| <b>High</b> - severely impacts operations; restrictive programing due to lack of storage |                                      |              |        |                                |                     |                 |
| <b>Highlights</b> - offers explanation on various issues to the specific clubhouse       |                                      |              |        |                                |                     |                 |
|  |                                      |              |        |                                |                     |                 |
| <b>Storage Size Table</b>  |                                      |              |        |                                |                     |                 |
| Small  | 12x 24x20 & up                       |              |        |                                |                     |                 |
| Medium   | 30x24x30 & up                        |              |        |                                |                     |                 |
| Large  | 5 ft x 5 ft & up                     |              |        |                                |                     |                 |
|  |                                      |              |        | Total projected annual revenue |                     |                 |
|  |                                      |              |        | \$6,200                        |                     |                 |

## STAFF REPORT

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**DATE:** August 3, 2021  
**FOR:** GRF Board of Directors  
**SUBJECT:** GRF Media & Communications Committee Recommendation on Programming: Channels 751 and 752, and Showtime

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### **RECOMMENDATION**

Approve the termination of premium channels 751 and 752 and price increase for Showtime from \$14.25 to \$15.68 (a 10% increase).

### **BACKGROUND**

Ten or less residents of Laguna Woods Village utilize pay-per-view channels 751 and 752. Providing these channels costs GRF \$1,750 per month. Revenue from these two channels is approximately \$750 per month. The result is that GRF loses \$12,000 per year on these channels. In addition, these adult-content channels appear with detailed content descriptions on the broadcast television channel guide.

The cost to GRF to provide the Showtime channel to residents automatically increases 4% per year. However, the cost to users has not been increased in more than five years and as a result GRF is losing money each month on the 387 subscriptions to this channel. Therefore, the MACC discussed and voted to recommend that the monthly cost for Showtime be increased from \$14.25 to \$15.68.

### **DISCUSSION**

On July 20, 2021, the Media and Communications Committee (MACC) unanimously recommended that the board approve both recommendations. The MACC recommended actions would result in halting monthly losses on cable network programming.

### **FINANCIAL ANALYSIS**

In the case of channels 751 and 752, GRF will no longer be providing these channels at a loss, resulting in savings of \$1,000 per month.

In the case of Showtime, GRF would be covering its cost and realizing a slight profit in providing the channel. It is important to note that residents can livestream Showtime via internet for between \$8.99 and \$10.99 per month. The Media and Communications Department will begin educating residents about lower cost streaming access to Showtime and other channels.



**Prepared By:** Eileen Paulin, Director Media & Communications

**Reviewed By:** Ellyce Rothrock, Supervisor Media & Communications

**Committee Routing:** Media and Communications Committee

# GRF Financial Report

As of June 30, 2021



| INCOME STATEMENT<br>(in thousands) | ACTUAL   |
|------------------------------------|----------|
| Assessment Revenue                 | \$15,711 |
| Non-Assessment Revenue             | \$5,808  |
| Total Revenue                      | \$21,519 |
| Total Expense                      | 19,780   |
| Net Revenue/(Expense)              | \$1,739  |

# GRF Financial Report

As of June 30, 2021



| OPERATING ONLY INCOME STATEMENT<br>(in thousands) | ACTUAL   |
|---|----------|
| Assessment Revenue                                | \$14,259 |
| Non-Assessment Revenue                            | \$3,950  |
| Total Revenue                                     | \$18,209 |
| Total Expense <sup>1</sup>                        | \$17,339 |
| Operating Surplus                                 | \$870    |

1) excludes depreciation

# GRF Financial Report

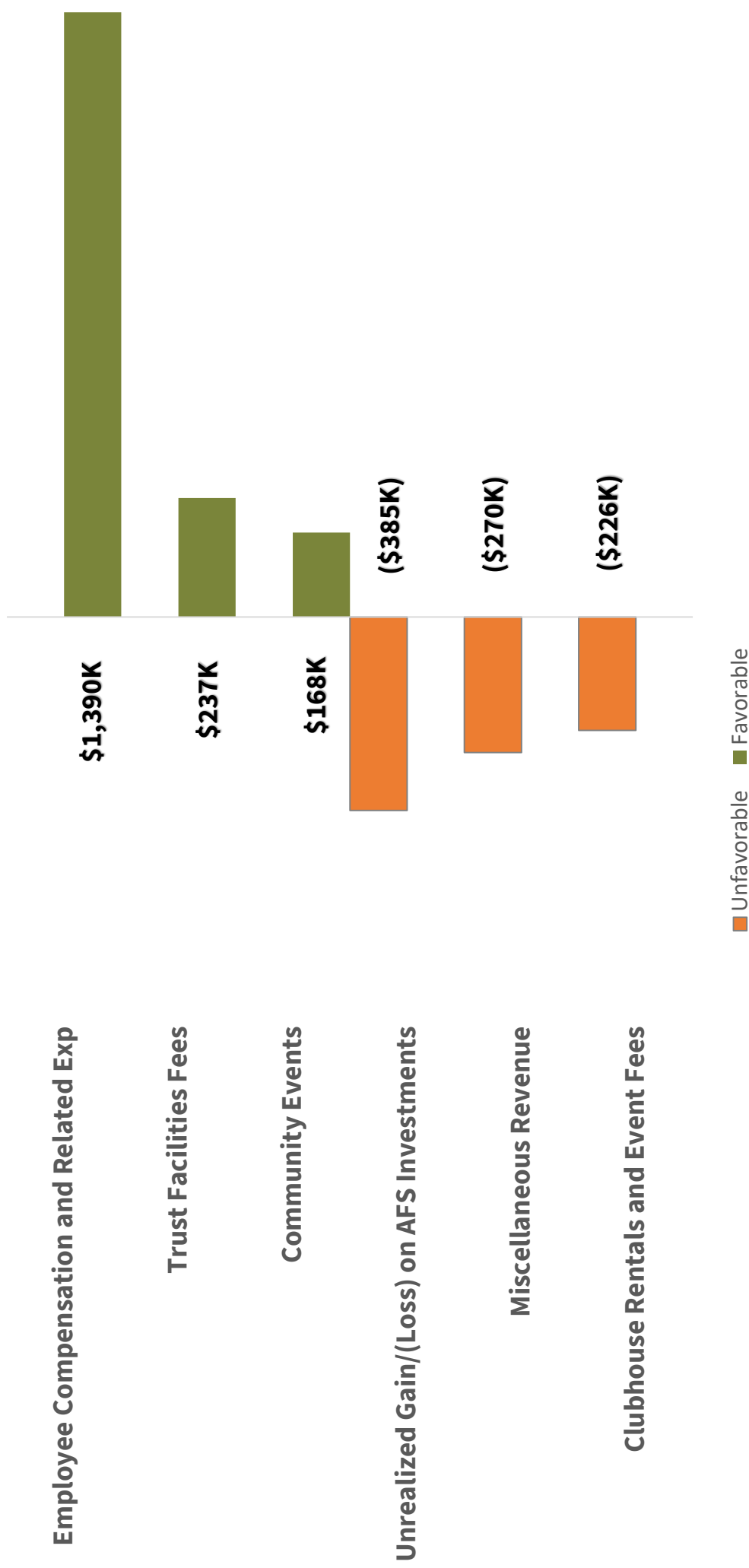
As of June 30, 2021



| INCOME STATEMENT<br>(in Thousands) | ACTUAL   | BUDGET   | VARIANCE<br>B/(W) |
|------------------------------------|----------|----------|-------------------|
| Assessment Revenue                 | \$15,711 | \$15,711 | \$0               |
| Non-Assessment Revenue             | \$5,808  | \$6,604  | (\$796)           |
| Total Revenue                      | \$21,519 | \$22,315 | (\$796)           |
| Total Expense                      | \$19,780 | \$21,671 | \$1,891           |
| Net Revenue/(Expense)              | \$1,739  | \$644    | \$1,095           |

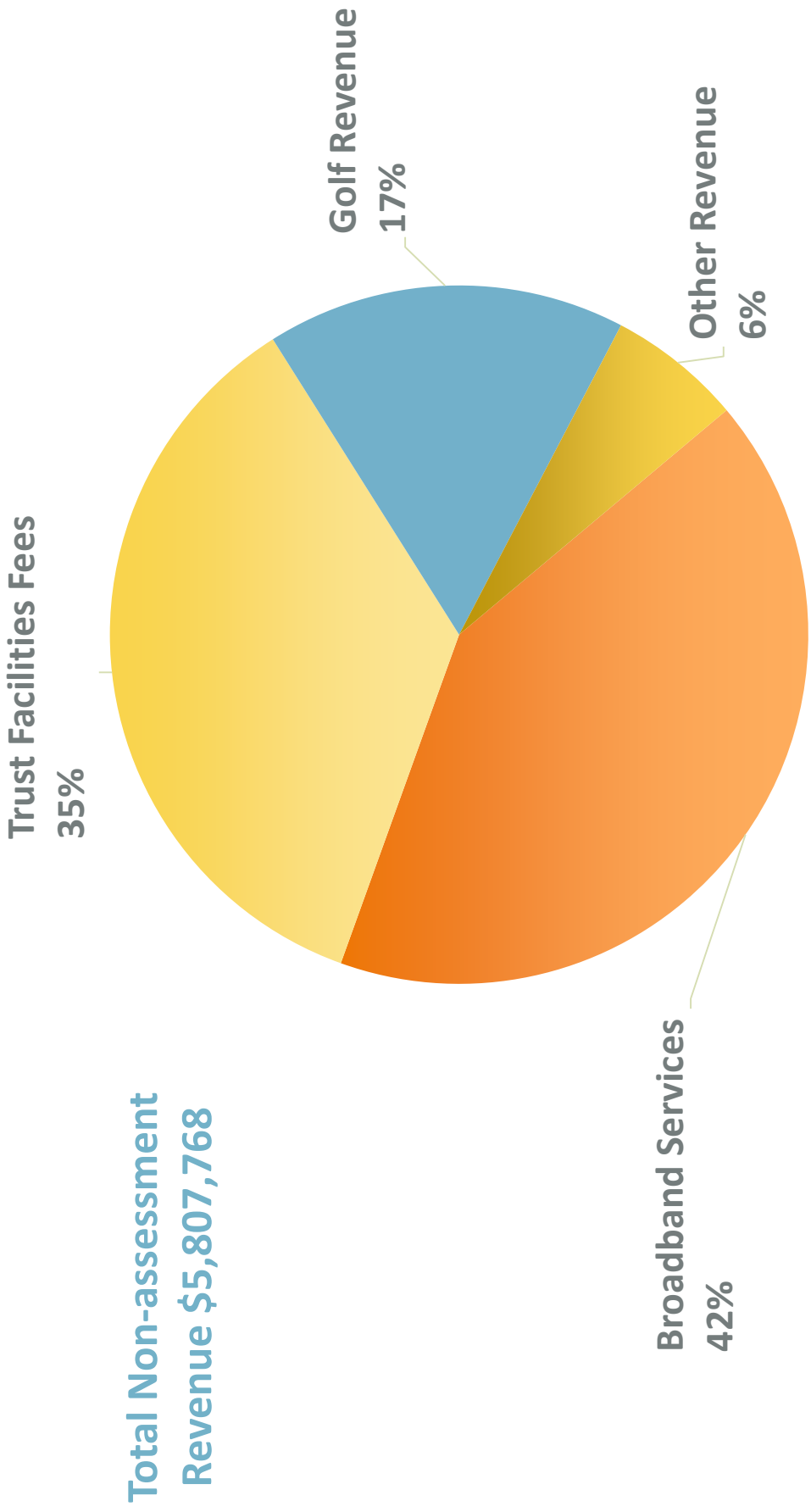
# GRF Financial Report

As of June 30, 2021



# GRF Financial Report

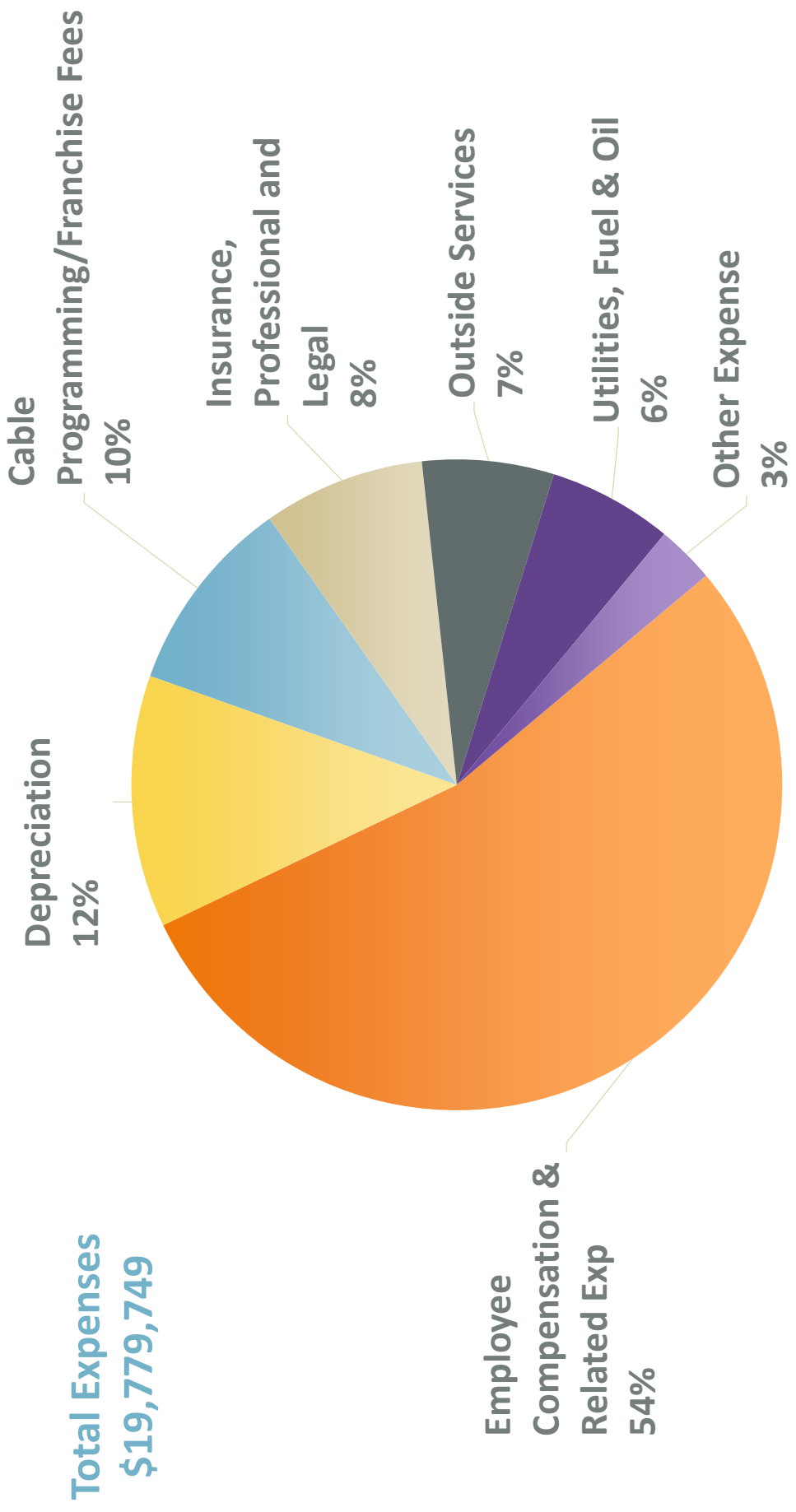
As of June 30, 2021





# GRF Financial Report

As of June 30, 2021



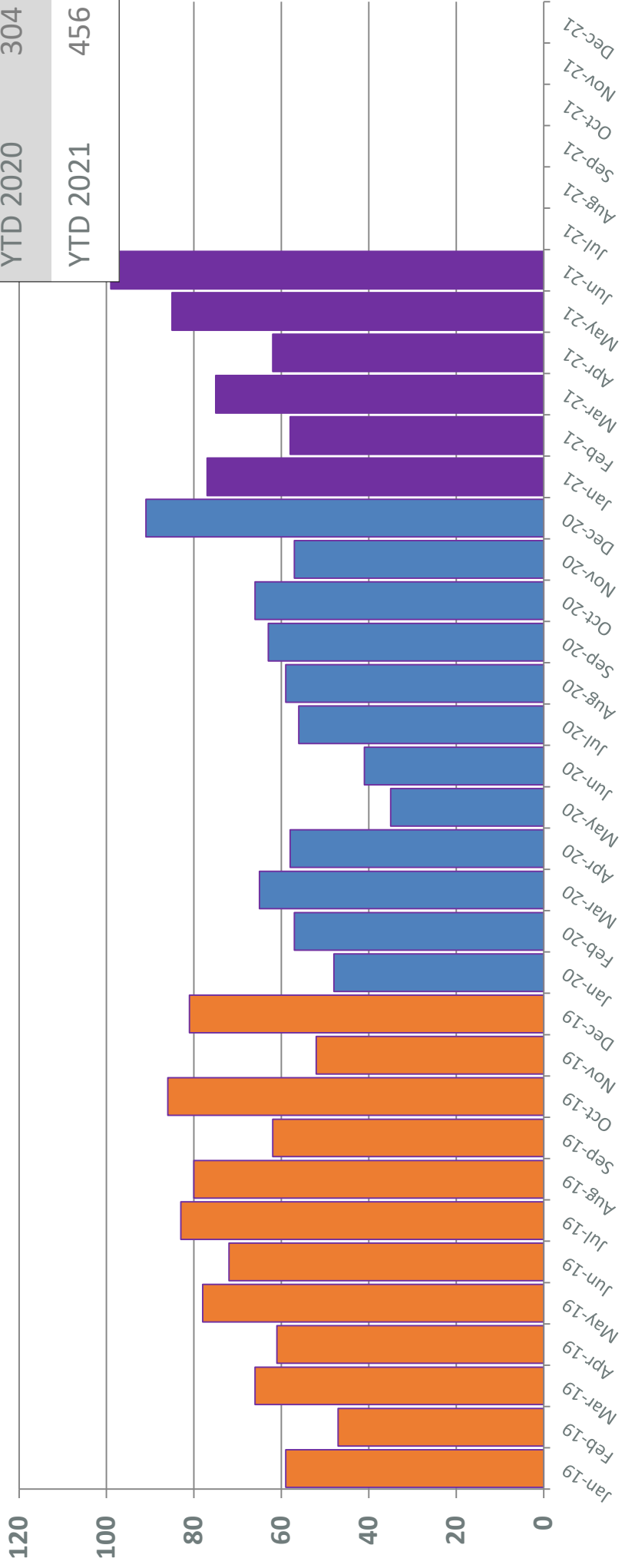
# GRF Financial Report

As of June 30, 2021



|          | NO. OF<br>RESALES | AVG. RESALE<br>PRICE |
|----------|-------------------|----------------------|
| YTD 2019 | 383               | \$295,810            |
| YTD 2020 | 304               | \$300,376            |
| YTD 2021 | 456               | \$396,773            |

## Resale History — Consolidated



# GRF Financial Report

As of June 30, 2021



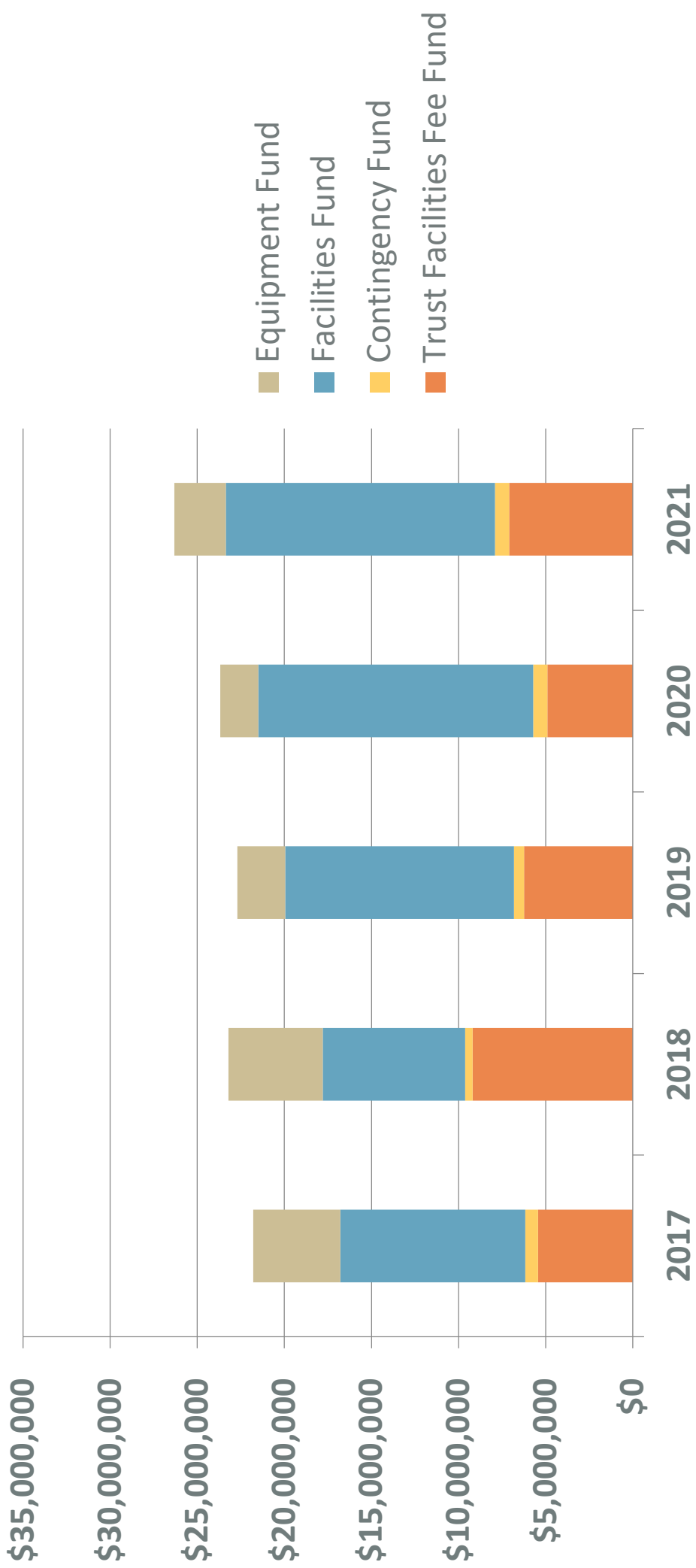
| FUND BALANCES<br>(in thousands) | ENDING<br>BALANCE | WORK IN<br>PROGRESS | ADJUSTED<br>BALANCES |
|---------------------------------|-------------------|---------------------|----------------------|
| Equipment                       | \$5,129           | \$2,181             | \$2,948              |
| Facilities                      | 18,758            | 3,294               | 15,464               |
| Contingency                     | 1,104             | 300                 | 804                  |
| Trust Facilities Fees           | 7,100             | 0                   | 7,100                |
| <b>TOTAL</b>                    | <b>\$32,091</b>   | <b>\$5,775</b>      | <b>\$26,316</b>      |

# GRF Financial Report

As of June 30, 2021



Adjusted Fund Balances



# GRF Financial Report

As of June 30, 2021



## Adjusted Fund Balances

| FUND ENCUMBRANCES<br>(in thousands) |                      |                       |
|-------------------------------------|----------------------|-----------------------|
|                                     | Total Appropriations | Remaining Encumbrance |
| Aquatics & Fitness                  | \$352                | \$56                  |
| Broadband Services                  | 728                  | 627                   |
| Clubhouses                          | 3,247                | 1,501                 |
| Computers                           | 1,098                | 663                   |
| Community Center                    | 619                  | 213                   |
| Energy Projects                     | 850                  | 240                   |
| Golf Facilities                     | 687                  | 631                   |
| Landscaping                         | 495                  | 383                   |
| Other Equipment                     | 300                  | 235                   |
| Other GRF Facilities                | 1,831                | 1,210                 |
| Paving                              | 879                  | 879                   |
| Security                            | 399                  | 283                   |
| Vehicles                            | 1,965                | 1,211                 |
| <b>TOTAL</b>                        | <b>\$13,450</b>      | <b>\$8,132</b>        |

**Golden Rain Foundation of Laguna Woods  
Statement of Revenues & Expenses - Preliminary  
6/30/2021**

(\$ IN THOUSANDS)

|  | CURRENT MONTH |         |          | YEAR TO DATE |          |          | PRIOR YEAR ACTUAL | TOTAL BUDGET |
|--|---------------|---------|----------|--------------|----------|----------|-------------------|--------------|
|  | ACTUAL        | BUDGET  | VARIANCE | ACTUAL       | BUDGET   | VARIANCE |                   |              |
| <b>Revenues:</b>                             |               |         |          |              |          |          |                   |              |
| Assessments:                                 |               |         |          |              |          |          |                   |              |
| 1 Operating                                  | \$2,377       | \$2,376 |          | \$14,259     | \$14,259 |          | \$13,877          | \$28,518     |
| 2 Additions to restricted funds              | 242           | 242     |          | 1,452        | 1,452    |          | 1,834             | 2,904        |
| 3 Total assessments                          | 2,619         | 2,618   |          | 15,711       | 15,711   |          | 15,711            | 31,422       |
| Non-assessment revenues:                     |               |         |          |              |          |          |                   |              |
| 4 Trust facilities fees                      | 439           | 305     | 135      | 2,064        | 1,828    | 237      | 1,450             | 3,656        |
| 5 Golf green fees                            | 145           | 126     | 18       | 804          | 758      | 46       | 516               | 1,515        |
| 6 Golf operations                            | 28            | 21      | 7        | 162          | 127      | 35       | 101               | 252          |
| 7 Merchandise sales                          | 50            | 38      | 12       | 232          | 216      | 17       | 124               | 444          |
| 8 Clubhouse rentals and event fees           | 2             | 61      | (59)     | 7            | 233      | (226)    | 158               | 593          |
| 9 Rentals                                    | 12            | 12      |          | 70           | 80       | (10)     | 71                | 152          |
| 10 Broadband services                        | 402           | 501     | (99)     | 2,417        | 2,608    | (191)    | 2,503             | 5,216        |
| 11 Investment income                         | 17            | 24      | (7)      | 97           | 146      | (49)     | 191               | 293          |
| 12 Unrealized gain/(loss) on AFS investments | 70            | 14      | 56       | (304)        | 81       | (385)    | 588               | 162          |
| 13 Miscellaneous                             | 46            | 92      | (47)     | 259          | 528      | (270)    | 382               | 1,110        |
| 14 Total non-assessment revenue              | 1,211         | 1,194   | 17       | 5,808        | 6,604    | (796)    | 6,085             | 13,394       |
| 15 Total revenue                             | 3,829         | 3,813   | 17       | 21,519       | 22,315   | (796)    | 21,796            | 44,815       |
| Expenses:                                    |               |         |          |              |          |          |                   |              |
| 16 Employee compensation and related         | 1,788         | 2,021   | 233      | 10,683       | 12,073   | 1,390    | 11,014            | 24,411       |
| 17 Materials and supplies                    | 141           | 147     | 6        | 831          | 906      | 75       | 835               | 1,781        |
| 18 Cost of goods sold                        | 35            | 31      | (4)      | 166          | 169      | 3        | 85                | 338          |
| 19 Rental unit and guest suite direct costs  |               |         |          |              |          |          |                   |              |
| 20 Community Events                          |               | 36      | 36       | 10           | 177      | 168      | 118               | 395          |
| 21 Utilities and telephone                   | 144           | 214     | 70       | 1,005        | 1,039    | 34       | 939               | 2,394        |
| 22 Fuel and oil                              | 45            | 45      |          | 217          | 268      | 51       | 183               | 536          |
| 23 Legal fees                                | 17            | 29      | 12       | 82           | 174      | 92       | 122               | 348          |
| 24 Professional fees                         | 33            | 52      | 18       | 235          | 391      | 157      | 332               | 671          |
| 25 Equipment rental                          | 27            | 20      | (7)      | 135          | 109      | 26       | 118               | 218          |
| 26 Outside services                          | 246           | 193     | (52)     | 1,293        | 1,192    | (101)    | 827               | 2,372        |
| 27 Repairs and maintenance                   | 90            | 54      | (36)     | 485          | 492      | 7        | 363               | 887          |
| 28 Other Operating Expense                   | 91            | 91      |          | 322          | 452      | 130      | 232               | 890          |
| 29 Income taxes                              |               |         |          |              | 1        | 1        |                   | 2            |
| 30 Property and sales tax                    | 6             | 2       | (4)      | 15           | 11       | (3)      | 76                | 23           |
| 31 Insurance                                 | 212           | 202     | (10)     | 1,274        | 1,214    | (60)     | 914               | 2,428        |
| 32 Cable Programming/Copyright/Franchise     | 330           | 317     | (13)     | 1,940        | 1,980    | 40       | 1,895             | 4,039        |
| 33 Investment expense                        |               | 4       | 4        | 7            | 7        |          | 6                 | 14           |
| 34 Net Allocation to Mutuals                 | (250)         | (242)   | 8        | (1,360)      | (1,459)  | (98)     | (1,490)           | (2,910)      |
| 35 Uncollectible Accounts                    | 4             | 1       | (3)      | 7            | 8        | 1        | 15                | 15           |
| 36 (Gain)/loss on sale or trade              |               | (2)     | (2)      | (46)         | (12)     | 34       | 51                | (25)         |
| 37 Depreciation and amortization             | 408           | 408     |          | 2,479        | 2,479    |          | 2,429             | 2,479        |
| 38 Total expenses                            | 3,366         | 3,623   | 257      | 19,780       | 21,671   | 1,891    | 19,050            | 41,307       |
| 39 Excess of revenues over expenses          | \$463         | \$190   | \$273    | \$1,739      | \$644    | \$1,095  | \$2,746           | \$3,509      |



## Statement of Revenue & Expense Variance Report - Preliminary as of June 30, 2021

### SUMMARY

For the year-to-date period ending June 30, 2021, GRF operations were better than budget by \$1,095K. Explanations for categories with significant variances are provided below.

- **Trust facilities fees Line 4** – \$237K Favorable due to more manors sold. Year-to-date revenue generated from the \$5,000 per manor transfer fee is 13% higher than anticipated. The Community had 456 resales versus a budget of 372; compared to 304 in 2020 for the same period.
- **Clubhouse rentals and event fees Line 8** – (\$226K) Unfavorable due to facility closure during the pandemic. The budget assumed facilities would reopen in March whereas all facilities opened June 15<sup>th</sup> based on state guidelines. A partial offset can be found in Line 20, below.
- **Broadband Services Line 10** – (\$191K) Unfavorable due to less ad insertion as a result of ongoing COVID-19 pandemic causing advertisers to spend less. The variance was increased by less premium channel revenue.
- **Unrealized Gain/Loss on AFS Investments Line 12** – (\$385K) Unfavorable due to adverse conditions for bond investments during the reporting period. An entry is made monthly to reflect investment market conditions, which fluctuate.
- **Miscellaneous Revenue Line 13** – (\$270K) Unfavorable due to less fees collected during facility closures, including class fees, traffic violation fees, photo copy fees, auto decal fees, and Bridge room fees.

### EXPENSE

- **Employee Compensation and Related Line 16** – \$1,390K Savings was primarily due to open positions in Security and Information Services; recruitment is in progress. Also, certain Janitorial and Recreation positions remained unfilled while clubhouses were closed. Additionally, fewer hours were incurred than budgeted in Transportation due to the temporary consolidation of the commercial routes.
- **Materials and Supplies Line 17** – \$75K favorable due to timing of expenditures in Streets & Sidewalks and Clubhouses; GRF Janitorial for clubhouses that were closed until June 15, resulting in lowered demand for cleaning supplies.
- **Community Events Line 20** – \$168K Favorable due to facility closure during the pandemic; the budget assumed facilities would reopen in March, recently opened on June 15<sup>th</sup> based on State guidelines. An offset can be found on Line 8, above.
- **Legal Fees Line 23** – \$92K Favorable due to timing of expenses, which are anticipated to increase as the year progresses due to pending legal actions.
- **Professional Fees Line 24** – \$157K Favorable due to movement of budgeted IT fees to the Outside Services category; additionally, timing of expenses in Office of the CEO, Project Management and Audit & Tax Fees.

**Statement of Revenue & Expense Variance Report - Preliminary**  
as of June 30, 2021

- **Outside Services Line 26** – (\$101K) Unfavorable due to movement of budgeted IT fees from the Professional Fees category; offset by favorable expenditures in General Services Janitorial Services due to facility closures through June 15.
- **Other Operating Expense Line 28** – \$130K Favorable variance due to previous closure of facilities due to the COVID-19 pandemic; primarily attributable to staff support, training, recruiting, safety, pest control and uniforms; variance partially offset by increased postage and vehicle fees/permits.
- **Insurance Line 31** – (\$60K) Unfavorable due to higher premiums for property and casualty insurance. Significant changes in market conditions, catastrophic losses including wildfires in California, and a non-renewal situation required a new layered program structure to achieve the existing limits in a tight market.
- **Net Allocation Line 34** – (\$98K) Unfavorable due to fewer inter-departmental allocations.

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## **OPEN MEETING**

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

Thursday, July 8, 2021 – 1:30 p.m.  
Board Room/Virtual Zoom Webinar

**MEMBERS PRESENT:** Jon Pearlstone, Chair, Yvonne Horton, Andre Torng, Ryna Rothberg, Reza Karimi, Cush Bhada, Dennis Boudreau

**MEMBERS ABSENT:** Elsie Addington, Juanita Skillman

**OTHERS PRESENT:** Maggie Blackwell, Bunny Carpenter, Debbie Dotson

**STAFF PRESENT:** Brian Gruner, Jennifer Murphy, Jackie Kupfert

#### **Call to Order**

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

#### **Acknowledgement of Media**

There was no press present.

#### **Approval of Agenda**

A motion was made, and by consensus, the agenda was approved.

#### **Approval of Committee Report for June 10, 2021**

A motion was made, and by consensus, the report was approved.

#### **Chair's Remarks**

Chair Pearlstone stated he is pleased with increased communication between residents, staff and committee members and appreciates the prompt responses. The primary item on the agenda is review of the fees for residents to provide highest level of service without asking for additional money. The financials have been documented with fiscal responsibility brought through the research completed in order to try to manage the budget in an intelligent way with respect to the community.

#### **Report of the Recreation and Special Events Director**

Mr. Gruner stated July is Parks Make Life Better month through CPRS. He stated the following operational updates: Recreation opened additional facilities on June 15 as state restrictions were lifted; contacted clubs for rollover reservations; transitioned into private

reservations and expanded facility openings with exception of Clubhouse 6, Performing Arts Center and no reservable rooms in Clubhouse 7; challenges remain with low staffing and shortage of supplies affecting operations locally and nationally; Pool 1 remains closed; the library is fully operational; Seth Jones is the new full-time administrative employee at Garden Centers.

Ms. Murphy stated the Equestrian Center arena and pen project is completed. The center hosts 25 boarded horses (three stalls are on hold until horses arrive) leaving only one open stall. The Help the Herd fundraiser has raised \$9,695 to date and the following items have been purchased with these funds: fly sheets, stall mats, saddles, saddle pads, vet needs, and protective boots. The Help the Herd fundraiser will be extended and a donor event was hosted at the Equestrian Center to thank donors. Ms. Murphy stated three horses have retired to pasture, two new horses have been purchased and one lease horse in process.

Ms. Murphy stated room reservations have begun for Clubhouses 1, 2 and 5 and the Village Greens. Classes are ongoing with 16 instructors currently and another 10 to return soon. Ms. Murphy stated the upcoming events which include the Farmers Market at Garden Center 1, 9 a.m. to noon on Saturday, July 10 (this event will be cash only), free Monday movies at Clubhouse 5 on the 2nd and 4th Mondays at 4 p.m. (residents must register on ActiveNet for the free movies) and the outdoor concert featuring Dallas and Doll on Thursday, September 23 at Clubhouse 2, 4 to 6 p.m.

Director Horton inquired as to the computers in the Fitness Center being non-operational. Mr. Gruner explained the system used prior to the Malware incident was outdated and not able to be reinstated. ActiveNet will be utilized and staff must input all resident information before cards may be scanned once again.

Director Horton inquired as to having two billiards rooms. Mr. Gruner stated these rooms have been reduced from four previously and review of the community needs for Clubhouse 1 will be completed via the Clubhouse 1 renovation process.

Director Horton stated some rules contradict some resolutions at the Garden Centers and inquired as to which are correct. She stated a bar was built on a Garden Center 2 plot. Mr. Gruner stated staff will review the bar built and the service fee for rototilling that is not in the current policy. The resolution only states it is an available service and does not list a fee.

### **Member Comments (Items Not on the Agenda)**

Residents were called to speak on the following items: Golf Greens Committee continues to meet to discuss guest fees, increasing guest allowance to weekdays after noon, safety of walkers on perimeter golf cart paths and two persons are allowed per cart currently; tennis ice machine broken; new ice machine for tennis facility; tree stump removal at tennis facility; new income ideas; low staffing affecting open facilities; resident two-day event on July 4.

Chair Pearlstone stated Greens Committee has been instrumental but wants to ensure fees are presented to CAC. He stated signage is placed to protect GRF against those that walk the golf cart path. Mr. Gruner stated staff will assist with proper signage on the golf cart paths. Advisor Boudreau stated the sign by hole 16 needs to be reinstated. Chair Pearlstone directed staff to research other golf club policies regarding those walking the golf cart paths. Director Dotson would like this item placed on the Security Community Access Committee agenda.

Mr. Gruner stated ice machine at the tennis facility is awaiting several parts and confirmed they are en route. Chair Pearlstone would like staff to research new ice machine costs. Mr. Gruner stated staff will research costs of commercial grade ice machine and will contact landscaping regarding the tree stump.

Chair Pearlstone stated income will be discussed today and Director Bhada is to be invited to subsequent income discussions.

Mr. Gruner stated low staffing levels will affect facility hours and/or amenities. He also stated the resident that proposed the July 4 two-day event declined hosting the event.

### **CONSENT**

A motion was made to approve the consent calendar.

Motion passed unanimously.

### **REPORTS**

**Exception for Village Greens Room Usage** - Ms. Murphy stated the request for consideration of an exception to the policy which states the Village Greens rooms are not to be used for club rollovers. This consideration of exception is due to shortage of available rooms and would be two Mondays per month and would only be scheduled in room 2.

Discussion ensued.

Staff was directed to present this item as a staff report to CAC in August.

### **ITEMS FOR DISCUSSION AND CONSIDERATION**

**Proposed Fee Policy Amendment for Recreation and Related Services** - Chair Pearlstone reviewed the fee sharing objectives and phases of strategy. Chair Pearlstone presented the 2022 Recreation Fees chart. He stated the only fees changing to assist with generating revenue are those approved at the July, 2021 GRF meeting and staff will manage a budget that has a potential three percent maximum increase for the next 3 to 5 years.



Mr. Gruner stated the fees we are reviewing are only the chargeable fees. The operating budget will follow the budget process currently (utilities, compensation, etc.) which would require board approval. These are not tied into the operating budget.

Ms. Murphy stated the Equestrian Center fees will be discussed at a special Equestrian Ad Hoc committee meeting.

Discussion ensued.

A motion was made to approve 2022 fees (excluding Equestrian Center based on Equestrian Ad Hoc Committee recommendation) with no mention of a cap of three percent increase.

Motion passed 4-1-1.

Staff was directed to add revenue generating objective under Future Agendas.

### **ITEMS FOR FUTURE AGENDAS**

**Laguna Woods Village Pre-reserved Golf Tee Times** - Staff was directed to keep this item under Items for Future Agendas.

**Saddleback Emeritus Institute Contract Update** – Staff was directed to keep this under Future Agendas.

**Club Insurance** – Staff was directed to keep this item under Future Agendas.

### **CONCLUDING BUSINESS**

#### **Committee Member Comments**

Director Torng suggested board members propose alternatives to material presented.

Chair Pearlstone stated short, intermediate and long-term revenue generating ideas will be prioritized as a starting point for the next discussion.

Director Bhada thanked all and stated this was a good meeting.

#### **Date of Next Meeting**

The next regular meeting of the GRF Community Activities Committee will be held at 9:30 a.m. in the Community Center Board Room and via the Zoom Webinar platform on Monday, August 16, 2021.

#### **Adjournment**

There being no further business, the Chair adjourned the meeting at 3:22 p.m.

Jon Pearlstone  
Jon Pearlstone, Chair

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REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION  
EQUESTRIAN AD HOC COMMITTEE

Wednesday, July 7, 2021 – 2:30 p.m.  
Clubhouse 2 Los Olivos room

**MEMBERS PRESENT:** Bunny Carpenter, Chair, Yvonne Horton, Annie McCary, Cush Bhada, Stefanie Brown, Sue Hemberger, Gary Empfield

**MEMBERS ABSENT:** Bunny Lipinski

**OTHERS PRESENT:** None

**STAFF PRESENT:** Jennifer Murphy, Laura Cobarruviaz, Jackie Kupfert

**Call to Order**

Chair Carpenter called the meeting to order at 2:30 p.m.

**ITEMS FOR DISCUSSION AND CONSIDERATION**

**Help the Herd/Corporate Sponsorship**

Ms. Hemberger reported the Help the Herd donor event was well attended. \$9695 has been raised to date and the goal of \$10,000 is expected. Ms. Hemberger will no longer be a part of the Help the Herd committee due to full time employment. She contacted the Saddle Club to inquire about someone assuming leadership. If Saddle Club is unable, Ms. Cobarruviaz will assist by possibly creating a committee of volunteers. Mr. Empfield stated the Saddle Club would like to have more than one person assist with Help the Herd. Ms. Cobarruviaz thanked Ms. Hemberger for her active role as a member of Help the Herd and stated the Saddle Club members are trustworthy. Mr. Empfield stated the Saddle Club treasurer, the vice president and one other Saddle Club member are showing interest in volunteering for Help the Herd. Mr. Empfield will be the designated reporter to the Equestrian Ad Hoc Committee for Help the Herd as the others will not attend EQ ad hoc. The Saddle Club will meet on July 19 to discuss. Ms. Hemberger will remain a member of the Equestrian Ad Hoc Committee and will attend meetings when able.

Director Bhada inquired as to access to the Help the Herd link. Ms. Hemberger stated the link is posted on the Village Community Fund (VCF) website, the Laguna Woods Village website and Mr. Empfield stated he will add it to the Saddle Club website.

Director McCary inquired as to if any horses were affected by July 4 fireworks. Mr. Empfield stated many cities did not host fireworks and all horses seemed calm; no sedation necessary.

Director Bhada inquired as to meeting schedule for Equestrian Ad Hoc Committee. Chair Carpenter stated meetings may occur quarterly instead of bi-monthly. All concurred quarterly will be the new meeting schedule with the option of a special meeting when necessary.

## **Equine Assisted Learning Launch Program**

Ms. Murphy stated staffing is limited at this time at the Equestrian Center and would like to place a few projects on hold until the center is fully staffed as Ms. Cobarruviaz has been working several extra hours to try to accommodate the needs of the center. Ms. Cobarruviaz stated Ms. Grider agreed to move forward with the Equine learning program (instead of Equine therapy) and can restructure her fees to accommodate this change. Director Brown is able to assist with program start up. Ms. Cobarruviaz stated this program will provide more value to the community than the current riding program.

Ms. Cobarruviaz stated the boarder operations and facility updates have been addressed. She stated we have 24 boarded horses, 8 school horses with one on the way which leaves one vacancy currently but would like to consider the facility at full capacity. She will continue to do an inventory of the number of stalls.

With the riding program beginning yesterday for the community and with this number of horses, it takes a great deal of time and with staff levels low it has become cumbersome to try to greet visitors, fulfill new services requests, which is generating \$1000/month currently, and give proper care to resident boarder horses and GRF horses. Each horse is turned out every day when they were not before and each are getting lunch added to their day which has been healthier for the horses. Ms. Cobarruviaz stated lesson prep, lessons, necessary horse exercise, extra services, and boarder assistance totals approximately 69 hours per week before training and mandatory office work. Once we get a full-time stable lead, focus will be on the property to assist staff with allowing time to answer phones and greet visitors. Ms. Cobarruviaz stated tours have assisted with visitors.

Chair Carpenter inquired as to scheduling the tours. Ms. Cobarruviaz stated a volunteer assists with tours currently and staff is looking to get additional help for Wednesday and Thursday.

Mr. Empfield inquired as to the health of the new horse received from an auction house. Mr. Empfield stated the stable manager has the authority to decline any new horse if health is a concern. Ms. Cobarruviaz stated was not on site when new horses arrived and this is one issue with low staffing. Ms. Murphy stated we are actively recruiting for more staff including the request for early release of a full-time staff person that was to be in the 2022 budget. Director Brown stated we will have to balance income and expenses with the addition of new staff positions. She inquired as to using GRF employees to assist. Ms. Cobarruviaz stated we will use all resources when possible however not all staff is trained or equipped to do each request at the Equestrian Center.

Mr. Empfield inquired as to formula used for budget each year. Chair Carpenter stated we will be discussing later in this meeting.

## **Non-Resident Boarders Sponsored by Residents**

Ms. Murphy stated the operating rules were updated to include non-resident boarders sponsored by residents.

## **Action Item List Discussion**

## **Rat Abatement Update**

Ms. Cobarruviaz stated pest control cleaned the attics above the stalls and may install wire mesh over the stalls to reduce rat access. They are currently using bait boxes. Owls were discussed and if used, staff will need to remove bait boxes. Director Brown stated using mesh at all entrance points is necessary. Ms. Cobarruviaz stated old mangers will be removed as well.

## **Search for New Lesson Program Horses**

Ms. Cobarruviaz stated two new horses have arrived and are being trained with another horse on trial for three months. A different horse may be donated for the program and VCF will meet soon to decide if we can accept the horse in kind. Ms. Hemberger inquired as to the decrease of riding program to three days per week from five days per week. Ms. Cobarruviaz stated this is due to staffing levels. Some safety standards were not met to maintain five days per week in the past.

Mr. Empfield stated we need to educate the community on the new program changes. Director Brown stated the center will need outside support and volunteers to remain "alive" and will need visitors to keep donations coming in. Ms. Cobarruviaz is in favor of utilizing volunteers, but the training and scheduling involved takes staff time which is limited at this time. Ms. Cobarruviaz stated she would like to see monthly events scheduled and restated that both sides of the Equestrian Center business will need to be addressed. Chair Carpenter stated a lot has been completed and patience is necessary.

## **Arena Regrading & Surfacing Project – Update: approved by GRF**

Ms. Cobarruviaz stated the arena project is complete with one side needing to be leveled; vendor will repair soon. Manual daily watering is done to maintain a proper surface. Director Bhada inquired as to cost for installing an automated system. Ms. Cobarruviaz stated quotes were received and ranged from \$3500 to \$10,000 depending upon type of system.

Chair Carpenter stated the Old Pros stated they are hosting an event at the Equestrian Center courtyard. Ms. Cobarruviaz stated she anticipates longevity for the Equestrian Center and will educate the community about the changes. Director Brown suggested a write-up to inform boarders of all the updates.

## **Painting Stall Interiors/Removal of Old Mangers Update**

Ms. Cobarruviaz stated the painting stall interior project is complete and staff is currently removing the old mangers.

## **Third Feeding Schedule (including volunteer buddy shift)**

Ms. Cobarruviaz inquired using approved volunteer boarders to assist with evening feedings once properly trained. Chair Carpenter stated forms must be signed properly. All concurred to use volunteers if properly trained and forms are completed.



Mr. Empfield stated offering a free turnout (or other services) in trade is agreeable. Ms. Hemberger inquired as to liability if an error occurs. Ms. Murphy states insurance covers volunteers and all forms must be on file. She will inquire with Risk Management. Ms. Murphy stated Mr. Gruner approves with approval of the committee.

### **Potential Projects:**

#### **Branding of Boarder Packet**

Ms. Murphy and Ms. Cobarruviaz will complete this in the future.

#### **Facility Security**

Ms. Cobarruviaz stated the fencing is quite low and many homeless enter the facility after hours. She is requesting extending the tall fencing at the entrance.

Chair Carpenter requested Mr. Gruner present this to the Security Committee as it is a security issue and should be charged to their budget. Director Brown inquired as to adding tall fencing at the trail entrance.

#### **Arena Use Fee for Club Events**

Chair Carpenter stated a fee will be necessary for arena use. Ms. Cobarruviaz stated there is disabled access. She also stated outside horse shows can be hosted to generate revenue.

#### **Equestrian Center Visitors**

Visitors and tours were discussed under agenda item Equine Assisted Learning Launch Program.

#### **Equestrian Center Pricing Policy**

Chair Carpenter stated the Equestrian Center is a different business model which is based upon a competitive rate rather than a cost share. Shared cost is to be reviewed and suggested an annual competitive cost. She requested modifications to be presented to CAC for review. Chair Carpenter would like to institute the changes for 2022.

Director McCary stated to table this item for a special meeting next month to allow for all the committee to review thoroughly. Ms. Cobarruviaz reviewed the proposed fees only. Suggested changes are as follows: fixed rates instead of shared cost; feed/hay prices and any delivery fees due to fuel costs that are increased by the vendor should be charged to user; elimination of 30-minute lessons.

The committee concurred to host a special meeting to further discuss the Equestrian Center Pricing Policy. This meeting is to be held on August 5 at 1 p.m. in the Community Center Board Room.

The committee was directed to send questions to Ms. Kupfert within who will facilitate sending the information to committee. These emails are to be sent within 2 weeks, staff will review and answer. Ms.

Kupfert will send response email to the committee and create a document with these responses for the special meeting agenda packet.

## **CONCLUDING BUSINESS**

### **Member Comments**

None.

### **Next meeting**

The date of the next meeting will be August 5 at 1 p.m. in the Community Center Board Room. This is a special meeting called to discuss the Equestrian Center Pricing Policy.

### **Adjournment**

Chair Carpenter adjourned the meeting at 4:55 p.m.



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Bunny Carpenter, Chair

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OPEN MEETING  
THE GOLDEN RAIN FOUNDATION  
MEDIA AND COMMUNICATIONS COMMITTEE  
Monday, July 19, 2021, at 1:30 p.m.  
Laguna Woods Village Community Center  
Virtual Meeting  
24351 El Toro Road, Laguna Woods, CA 92637

REPORT

**MEMBERS PRESENT:** Chair Joan Milliman; Directors Elsie Addington, Neda Ardani, Maggie Blackwell, Lynn Jarrett, Annie McCary and Ryna Rothberg; Advisors Tom Nash, Carmen Pacella, Lucy Parker and Juanita Skillman; Alternates Bunny Carpenter and Deborah Dotson

**MEMBERS ABSENT:** Advisor Theresa Frost

**OTHERS PRESENT:** James Hopkins and Egon Garthoffner

**STAFF PRESENT:** Eileen Paulin, Paul Ortiz, Ellyce Rothrock and Susan Logan-McCracken

1. **Call to Order**  
Meeting was called to order at 1:30 p.m. and a quorum established by Chair Milliman.
2. **Acknowledgement of Media**  
None present.
3. **Approval of the Agenda**  
Day change from Tuesday to Monday; approved with correction by unanimous consent.
4. **Approval of Meeting Report from April 19, 2021**  
Approved by unanimous consent.
5. **Chair's Remarks**  
Did not get recorded.

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

Herbert Kim inquired about premium sports channels like Fox Sports Network West and why they are not offered in the Village.

**7. Director and Staff Responses to Member Comments**

Ms. Paulin explained the decision of the GRF Board after much consideration to cancel the programming due to costs. Reports from the meetings are posted on the website. For further inquiries, email [info@lagunawoodsvillage.com](mailto:info@lagunawoodsvillage.com).

Before the report, Ms. Paulin discussed staff's motivation of making life in the Village as pleasant as possible. This was the motivation behind the accomplishments launching the magazine, TV6 programming, Ayers hotel media crisis communication and the Village vaccination program. She mentioned the importance of kindness as the Thrive Project's theme. She reminded committee members, that as communicators, we need to point people to where they can get the right information.

Chair Milliman reiterated the importance of kindness and to point people in the right direction other than social media for accurate information.

**REPORTS:**

**8. Media and Communications Report – Eileen Paulin**

Ms. Paulin discussed that the website—which contains a wealth of information, but is difficult to research—is in the budget for a revamp next year. As soon as the budget is approved, focus groups will be conducted to receive input on the website. Anticipate sometime in October.

Ms. Paulin also noted that the department produced much new signage because of amenities and facilities reopening, adding that if we have to go back to masking, more signage will need to be produced or revised.

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

- The June/July Village Breeze is out
- Weekly What's up in the Village email blasts
- Weekly press releases sent to Globe
- Bi-weekly Manor Alterations newsletters
- May/June employee newsletter went out
- Fourth of July Golf Cart Parade promotions
- GRF program to recruit board members promotions

Ms. Paulin stated that docent tours will resume and new resident orientations will go live in August.

Advisor Skillman inquired about the Globe and a discussion ensued.

Director McCary inquired about tracking TV6 viewership and a discussion ensued.

## 9. **Broadband Update – Paul Ortiz**

Mr. Ortiz commended the cable technicians and Broadband services staff for doing an incredible job.

Mr. Ortiz highlighted from the Broadband Services Staff Report:

- 2021 cable operation report
- 2021 Broadband Services operation report
- Expiring programming contracts
- Pay subscription report
- Broadband Services fee report
- Broadband subscriber count report
- Village Television report
- Internet
- Programming legislation report

Chair Milliman inquired about alternatives to smart TVs, and a discussion ensued on set top boxes, remotes and other devices.

Director McCary inquired about Showtime's automatic renewal from the pay subscription report, and a discussion ensued.

The report stated that GRF has 379 Showtime subscribers and pays higher than the retail rate for the subscription. GRF can raise the monthly price to cover the Showtime programming fee, migrate current subscribers to Showtime Anytime or operate the Showtime offer at a loss each month.

Mr. Ortiz recommended a 10% increase to cover the 4.25% increases for this year and next year. That would allow a year and a half to educate those subscribers about smart TVs or devices that enable older TVs to get streaming services.

Chair Milliman said she would entertain a motion.

Director Jarrett made a motion to recommend to GRF to renew Showtime and to raise the rate by 10%.

Director Rothberg seconded the motion and a discussion ensued.

Director Skillman asked whether the motion should include all pay TV subscriber fees.

Mr. Ortiz stated that Showtime is one of two services that the community is losing money on each month.

The motion to make this recommendation to GRF passed by a vote of 5 to 1.

Mr. Ortiz brought to the committee's attention that GRF is paying \$100 each month for 10 subscribers to watch adult services. GRF is losing money every month to provide this service and would need to raise the rate from \$9 to \$23 per event to recoup that programming cost. He asked whether we should raise the rate or stop offering adult paid services.

A discussion ensued about the programming cost, low number of subscribers and the availability of this type of content on the internet and elsewhere.

Director Rothberg made a motion to recommend to GRF to discontinue adult programming due to cost, low number of subscriptions and availability of content elsewhere.

Director Jarrett seconded the motion and a discussion ensued.

The motion to make this recommendation to GRF passed by unanimous consent.

Mr. Ortiz recommended 5% fee increases for Broadband services as costs have increased and we haven't increased our rates in years. Discussion ensued as to which committee should propose.

GRF Treasurer James Hopkins stated that the Media and Communications Committee should propose these fee increases to the Finance Committee.

Director Rothberg made a motion that the Broadband Services fee increases for 2022 be sent to the Finance Committee for their endorsement and recommendation to the GRF board.

Director McCary seconded the motion.

The motion passed by unanimous consent.

Mr. Ortiz reported that subscriber counts and pay services are trending down, while TiVo products and internet services are increasing.

Mr. Ortiz announced the premier broadcast of the Trading Post program with Advisor Skillman on Village Television. He reported that the YouTube channel has almost 2,000 subscribers.

Mr. Ortiz reported on a meeting with West Coast Internet and further discussion ensued on internet speeds and the infrastructure in place to support them.

#### **ITEMS FOR DISCUSSION AND CONSIDERATION:**

##### **10. The Broadband Group Contract**

Ms. Paulin reported on The Broadband Group (TBG) contract, stating that the money is already in the budget, and that their analyses would increase revenue and reduce costs without negative impact. She also highlighted the need for short- and long-term strategies from TBG on how GRF should spend its resources on cable and internet in the Village.



Discussion ensued on the potential return on investment and savings in franchise tax fees.

Director McCary made a motion to recommend that GRF approve The Broadband Group contract for \$120,000.

Director Jarrett seconded the motion.

The motion passed by unanimous consent.

**ITEMS FOR FUTURE AGENDAS:**

- 11. Focus groups for website**
- 12. Review and revise the Village website usage policy**

**CONCLUDING BUSINESS:**

**13. Committee Member Comments**

Advisor Pacella signaled his commendation for the meeting.

Advisor Nash stated he appreciated and enjoyed the meeting.

Director Dotson commended the meeting.

Director Ardani commended the meeting and thanked everyone.

Advisor Parker commended the meeting, stating it covered a lot of great information. She also looks forward to commenting on the website.

Advisor Skillman congratulated Mr. Ortiz on a fantastic report. She also expressed frustration over the technical issues with hybrid meetings and that they should be in person only.

Director Rothberg stated she is so happy to be back in person with everyone and also expressed frustration with Zoom meetings. She thanked Mr. Ortiz.

Director Blackwell commended the staff for a great meeting and appreciated Ms. Paulin's and Mr. Ortiz' reports.

Director Jarrett stated that the meeting was interesting and educational. She thanked Mr. Ortiz and Ms. Paulin for their reports.

Director McCary echoed the comments that this was a good meeting and very informative. She thanked and commended the staff and committee.

Chair Milliman encouraged kindness toward staff.

Ms. Logan-McCracken commended the committee, stating she appreciates the opportunity to work with each committee member.

Mr. Ortiz stated much work needs to be done and he appreciates the support.

Ms. Paulin stated she enjoys this group very much.

**14. Date of Next Meeting – Monday, August 16, 2021, at 1:30 p.m.**

**15. Adjournment**  
3:39 p.m.

*p.p. Joan Milliman / SLM*

Joan Milliman, Chair  
Media and Communications Committee