



## **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, February 1, 2022, 9:30 a.m.**  
24351 El Toro Road, Laguna Woods, California  
**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 Dotson**

**3. Acknowledgment of Media**

**4. Approval of Agenda**

**5. Approval of Minutes**

- a. November 18, 2021 – GRF Board Agenda Prep Meeting
- b. December 16, 2021 – GRF Board Agenda Prep Meeting
- c. January 4, 2022 – GRF Board Regular Open Session

**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 to thirty minutes. A member may speak only once during the forum. Speakers may not give their time to other people, no audio or video recording by attendees, and no rude or threatening comments. Members can attend the meeting by joining the Zoom link <https://zoom.us/j/98131257242> or call 1 (669) 900-6833 or email [meeting@vmsinc.org](mailto:meeting@vmsinc.org) to have your message read during the Open Forum.*

**9. Responses to Open Forum Speakers**

**10. Consent Calendar**

*All matters listed under the Consent Calendar are recommended for action by committees and will be enacted by the board by one motion. In the event an item is removed from the Consent Calendar*

*by members of the board, such item(s) shall be the subject of further discussion and action by the board.*

**Recommendation from the Finance Committee:**

- a. Consistent with its statutory obligations a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of December 2021 by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes

**11. Unfinished Business - None**

**12. New Business**

- a. Entertain a Motion to Approve Supplemental Funding to Purchase a Toro Procore 648 Aerator (will be distributed under a separate cover)
- b. Discuss and Consider Information Technology Advisory Committee Enterprise Resource Planning System Recommendation (will be distributed under a separate cover)
- c. Discuss and Consider GRF Finance Committee Charter (will be distributed under a separate cover)
- d. Entertain a Motion to Approve Workers Comp Collateral Requirement (will be distributed under a separate cover)

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

**14. Committee Reports**

- a. Report of the Finance Committee/Financial Reports – Director Hopkins update from the committee. The committee met on December 15, 2021; next meeting February 16, 2022, at 1:30 p.m. as a virtual meeting.
  - (1) GRF Treasurer's Report – Director Hopkins
  - (2) GRF Finance Committee Report
- b. Strategic Planning Committee—Director Dotson update from the committee. The committee met on January 10, 2022; next meeting March 7, 2022, at 9:30 a.m. as a virtual meeting.
- c. Report of the Community Activity Committee – Director Horton update from the committee. The committee met on January 13, 2022; next meeting February 10, 2022, at 1:30 p.m. as a virtual meeting.
  - (1) Equestrian Center Ad Hoc Committee – President Carpenter. The committee met on January 26, 2022; next meeting March 30, 2022, at 1:00 p.m. as a virtual meeting.
  - (2) Revenue Resource Ad Hoc Committee – Director Horton. The committee met on January 12, 2022; Next meeting TBA.
- d. Report of the Landscape Committee – Director Skillman update from the committee. The committee met on December 8, 2021; next meeting March 9, 2022,

at 1:30 p.m. in the Board Room and as a virtual meeting.

- e. Report of the Maintenance & Construction Committee – Director Garthoffner update from the committee. The committee met on December 8, 2021; next meeting February 9, 2022, at 9:30 a.m. as a virtual meeting.
  - (1) Report of the Clubhouse Renovation Ad Hoc Committee – Director Garthoffner. The Committee met on January 28, 2022; next meeting TBA.
- f. Report of the Media and Communications Committee—Director Milliman update from the committee. The committee met on January 17, 2022; next meeting February 22, 2022, at 9:30 a.m. as a virtual meeting.
- g. Report of the Mobility & Vehicles Committee – Director Tibbetts update from the Mobility & Vehicles Committee. The Committee met on December 1, 2021; next meeting February 2, 2022, at 1:30 p.m. as a virtual meeting.
- h. Report of the Security & Community Access Committee – Director Tibbetts update from the Security & Community Access Committee. The Committee met on October 25, 2021; next meeting February 28, 2022, at 1:30 p.m. as a virtual meeting.
  - (1) Report of the Laguna Woods Village Traffic Hearings – Director Dotson. The Traffic Hearings were held on January 19, 2021; next hearings on February 16, 2022, at 9:00 a.m. as a virtual meeting.
- i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on January 25, 2022; next meeting March 29, 2022, at 9:30 a.m. as a virtual meeting.
- j. Information Technology Advisory Committee – Director Hopkins commented that the Committee has been meeting in closed session. The Committee met on December 10, 2021, at 1:30 p.m.; next meeting TBA.

**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 vote on these items at a future Board Meeting.*

**16. Directors' Comments**

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

**Closed Session Agenda**

*VMS Board Update*

*Approved the Agenda*

*Approve the Minutes of:*

*(a) January 4, 2022 – Regular Closed Session*

*Discuss and Consider Personnel Matters*

*Discuss and Consider Contractual Matters*

*Discuss Legal/Legislation Matters*

*Discuss Member Disciplinary Matters*

## **18. Adjournment**



## **OPEN MEETING**

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

**Thursday, November 18, 2021 – 9:30 a.m.  
Willow Room/Virtual Meeting**

### **GRF Agenda Prep Meeting**

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

Directors Absent: None

Staff Present: CEO Jeff Parker, COO Siobhan Foster, Cindy Shoffiett and Grant Schultz

Others Present: None

**1. Call Meeting to Order and Establish Quorum**

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

**2. Approval of the Agenda**

President Carpenter asked for approval of the agenda.

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

**3. Announcements**

President Carpenter made the following announcements:

- Update on GRF Committees
- Open Meeting Act
- GRF Media and Communications Focus Groups for the Village website and community survey.
- GRF Board Speakers on TV6
- TV placement around the Village
- Election by acclamation

**4. Discuss and Consider Items to be placed on the Tuesday, December 7, 2021, Board Meeting Open & Closed Agendas**

Hearing no objection, the December 7, 2021, open and closed agendas were approved by unanimous consent.

Director Addington left at 10:56 a.m.

**5. Director Comments--none**

**6. Adjournment**

The meeting was adjourned at 11:04 a.m.

  
Joan Milliman, Secretary of the Board  
Golden Rain Foundation



**OPEN MEETING**

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

**Thursday, December 16, 2021 – 9:30 a.m.  
Willow Room/Virtual Meeting**

**GRF Agenda Prep Meeting**

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

Directors Absent: Don Tibbetts

Staff Present: Jeff Parker, Siobhan Foster, Cindy Shoffeitt and Grant Schultz

Others Present: None

**1. Call Meeting to Order and Establish Quorum**

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

**2. Approval of the Agenda**

President Carpenter asked for approval of the agenda.

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

**3. Announcements**

President Carpenter made the following announcements:

- The next date of the VMS Board meeting is January 5, 2022
- Discussed topics for the next Client Services meeting

**4. Discuss and Consider Items to be placed on the Tuesday, January 4, 2022, Board Meeting Open & Closed Agendas**

Hearing no objection, the January 4, 2022, open and closed agendas were approved by unanimous consent.

**5. Director Comments--none**

**6. Adjournment**

The meeting was adjourned at 11:20 a.m.

  
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, January 4, 2022, 9:30 a.m.  
24351 El Toro Road, Laguna Woods, California  
Board Room/Virtual Meeting**

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

**Directors Absent:** None

**Staff Present:** Jeff Parker, Siobhan Foster, Steve Hormuth, Jose Campos, Eileen Paulin, Brian Gruner, Connie Habal, Grant Schultz, and Michelle Estrada

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

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

**2. Pledge of Allegiance**

Director Karimi led the Pledge of Allegiance to the Flag.

**3. Acknowledgment of Media**

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

**4. Approval of Agenda**

President Carpenter asked if the board had any changes to the agenda.

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

**5. Approval of Minutes**

**a. December 6, 2021-Special Open Meeting**

Hearing no changes or objections, the minutes of December 6, 2021, were approved by unanimous consent.

**b. December 7, 2021-Regular Open Meeting**

Hearing no changes or objections, the minutes of December 7, 2021, were approved by unanimous consent.

## 6. Report of the Chair

President Carpenter stated that she is excited for the upcoming projects for Clubhouse 1, Building E, and the new VMS business systems. While President Carpenter advised that we are still in the midst of Covid-19, we hope to return to business operations as normal soon.

## 7. CEO/COO Report

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

- CEO Parker reported that Covid-19 cases continue to spike. 15,000 cases reported over the weekend. Hospitalizations have risen from 282 to 545 in the last week. ICU rose from 66 to 104. Positive cases have risen from 601 to 637 in the community Laguna Woods.
- CEO Parker provided a presentation for the Solid Waste Update. California Senate Bill 1383 requires residents to recycle organic waste as of January 1, 2022. CR&R will begin to swap approximately 100 Waste Management bins per week starting January 3, 2022.
- In September 2016, former Governor Jerry Brown signed SB 1383 into law, which aims to combat climate change and improve public health by reducing emissions in methane, hydrofluorocarbon gas, and anthropogenic black carbon.
- The bill features organic waste reduction goals such as reducing organic waste disposal by 75% by 2025 and recovering 20% of edible food waste by 2025.
- CR&R will deliver organics carts January 3<sup>rd</sup> – 5<sup>th</sup> and the first collection occurs on Friday, January 7<sup>th</sup>.
- CR&R will conduct one last third Saturday bulky-item pickup on January 15<sup>th</sup>. Starting in February we will have a weekly bulky item pickup rather than one Saturday per month.
- Contact CR&R directly for all trash-related questions. Resident Services is no longer the point of contact for trash-related issues. The CR&R phone number is 949-625-6735; the e-mail is [LagunaWoods-Recycles@CRRmail.com](mailto:LagunaWoods-Recycles@CRRmail.com). For more information, residents can visit [cityoflagunawoods.org/LWVorganics.com](http://cityoflagunawoods.org/LWVorganics.com).
- COO Foster introduced Michelle Estrada as the new Corporate Secretary.
- COO Foster announced the two dates for Christmas tree recycling as January 4<sup>th</sup> and January 7<sup>th</sup>. Residents are to call Resident Services prior to leaving trees out for pickup at 949-597-4600. Discarded trees will be ground into mulch and utilized throughout the community landscape.
- Residents are encouraged to register their bicycles in the VMS Security Bicycle Registry database. The next registration day is offered on January 24<sup>th</sup> from 12:30 p.m. – 2:00 p.m. in Clubhouse 5.

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

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

- A member commented that the bus system requires attention. Bus C2 was canceled and residents now have to utilize bus C1, which is causing late departure/arrival times as well as overcrowding.
- A member commented on a financial crisis among the residents of Laguna Woods Village. The Foundation has provided donations to residents.
- A member commented on the changes in the transportation system.
- A member commented via e-mail regarding the communication between VMS and Laguna Woods Village.



## 9. Responses to Open Forum Speakers

The following are responses to the open forum speakers:

- Director Skillman stated that the VMS board is not an HOA board but rather a corporation made up of representatives from each of the boards. Should members wish to voice their concerns they should reach out directly to either United or GRF representatives.
- President Carpenter commented that a decision has not been reached regarding changes in bus transportation. The proposal will be reviewed at the upcoming Mobility meeting scheduled for January 14<sup>th</sup> at 11:00 a.m. in Clubhouse 2. Details are reviewed before any decisions are made. President Carpenter stated that the bus routes and bus drivers will not be changed.

## 10. Consent Calendar

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

### Recommendation from the Finance Committee:

- 10a.** Consistent with its statutory obligations a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of August 2021, and by this vote ratified that such review be confirmed in this month's board member open session meeting minutes.

Hearing no objections, President Carpenter declared the Consent Calendar approved by unanimous consent.

## 11. Unfinished Business

- 11a.** Entertain a Motion to introduce a Revision to the Saddleback emeritus Institute Parking Fee **(November Initial Notification- 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)**

Director Milliman read the following resolution:

### **RESOLUTION 90-22-01** **Saddleback College Emeritus Institute Parking Fee**

**WHEREAS**, the Saddleback College Emeritus Institute provides educational services to residents and non-residents of Laguna Woods Village; and

**WHEREAS**, staff recommends the GRF Board of Directors adopt resolution 90-22-01 to change non-resident parking fee equivalent to mirror District campus parking fees; and

**WHEREAS**, October 1, 2019, that the Board of Directors of this Corporation implemented a Student Parking Pass Fee of \$50 per semester (\$30 for summer semester) for non-resident students who take Saddleback College

Emeritus Institute courses in Laguna Woods Village, effective with the spring Semester 2020 enrollment; and

**WHEREAS**, December 6, 2021, an agreement was accepted to match South Orange County Community College District (SOCCCD) campus parking fee which is \$40 per semester (\$25 for summer semester), subject to change each semester as per SOCCCD campus parking fees; and

**NOW THEREFORE BE IT RESOLVED**, January 4, 2022 the Board of Directors of this Corporation hereby adopts South Orange County Community College District (Saddleback College Emeritus Institute) parking fee of \$40 per semester (\$25 for summer semester); and

**RESOLVED FURTHER**, that this resolution shall be effective January 1, 2022, and Resolution 90-19-49 adopted November 1, 2019, 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.

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

Director Milliman moved to approve the resolution. Director Dotson seconded the motion.

The motion to adjust the Saddleback College Emeritus Institute Parking Fee was approved unanimously.

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

**RESOLUTION 90-22-02**  
**GRF Committee Appointments**

**RESOLVED**, January 4, 2022, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

**Strategic Planning Committee**

Debbie Dotson, Chair (GRF)  
James Hopkins (GRF)  
Gan Mukhopadhyay, Alternate (GRF)  
Robert Mutchnick (Third)  
Nathaniel Ira Lewis (Third)  
Anthony Liberatore, **Alternate** (United)  
Cash Achrekar (United)  
**Reza Bastani (United)**  
Ryna Rothberg (Mutual 50)  
Advisors: Dick Rader, Gay Page

**Community Activities Committee**

Yvonne Horton, Chair (GRF)  
Elsie Addington (GRF)



Joan Milliman, Alternate (GRF)  
Annie McCary (Third)  
Cush Bhada (Third)  
Maggie Blackwell (United)  
Pearl Lee (United)  
Ryna Rothberg, (Mutual 50)  
Advisor: Roland Boudreau

**Equestrian Center Ad Hoc Committee**

Bunny Carpenter, Chair (GRF)  
Yvonne Horton (GRF)  
Cush Bhada (Third)  
Annie McCary, (Third)  
Pat English (United)  
Pearl Lee (United)  
Advisors: Gary Empfield, Susan Hemberger

**Revenue Resources Ad Hoc Committee**

Cush Bhada (Third)  
Donna Rane-Szostak (Third)  
Yvonne Horton, Chair (GRF)  
Bunny Carpenter (GRF)  
Diane Casey (United)  
Azar Asgari (United)  
Advisors: Dennis Bordeaux, Dick Rader, Dave Beneck, Fred Vogt

**Finance Committee**

James Hopkins, Chair (GRF)  
Elsie Addington (GRF)  
Deborah Dotson, Alternate (GRF)  
Donna Rane-Szostak (Third)  
Mark Laws (Third)  
Azar Asgari (United)  
Diane Casey, Alternate (United)  
~~Anthony Liberatore (United)~~  
Al Amado, (Mutual 50)  
Sue Stephens, Alternate (Mutual 50)  
Advisor: Rosemarie diLorenzo

**Information Technology Advisory Committee (ITAC)**

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

**Landscape Committee**

Juanita Skillman, Chair (GRF)  
Reza Karimi (GRF)

Yvonne Horton Alternate (GRF)  
Maggie Blackwell (United)  
~~Diane Casey (United)~~  
~~Pat English (United)~~  
Lynn Jarrett, (Third)  
Nathaniel Ira Lewis (Third)  
Annie McCary, Alternate (Third)  
~~Azar Asgari, Alternate (United)~~  
Vacant (Mutual 50)

**Maintenance & Construction Committee**

Egon Garthoffner, Chair (GRF)  
Gan Mukhopadhyay (GRF)  
Reza Karimi, Alternate (GRF)  
James Cook (Third)  
~~John Frankel, Alternate (Third)~~  
~~Cush Bhada, Alternate (Third)~~  
Ralph Engdahl (Third)  
Cash Achrekar (United)  
Anthony Liberatore (United)  
~~Pat English (United)~~  
~~Reza Bastani, Alternate (United)~~  
Sue Stephens (Mutual 50)  
Advisors: Richard Palmer, Steve Leonard, Bill Walsh, Carl Randazzo

**Clubhouse Renovation Ad Hoc Committee**

Egon Garthoffner, Chair (GRF)  
Gan Mukhopadhyay (GRF)  
Deborah Dotson (GRF)  
Reza Karimi (GRF)  
John Frankel (Third)  
Cush Bhada, Alternate (Third)  
Ralph Engdahl (Third)  
Diane Casey (United)  
~~Pat English (United)~~

**Media and Communications**

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

**Broadband Ad Hoc Committee**

Joan Milliman, Chair (GRF)  
Jim Hopkins (GRF)  
Debbie Dotson (GRF)  
Annie McCary (Third)

Lynn Jarrett (Third)  
Diane Casey (United)  
Vacant (United)

**Mobility & Vehicles Committee**

Don Tibbetts, Chair (GRF)  
Egon Garthoffner (GRF)  
Elsie Addington, Alternate (GRF)  
James Cook (Third)  
Cush Bhada (Third)  
Maggie Blackwell (United)  
Pearl Lee (United)  
Margaret Bennett (Mutual 50)  
Sue Stephens, Alternate (Mutual 50)  
Advisor: Vashi Williams

**Security and Community Access**

Don Tibbetts, Chair (GRF)  
Reza Karimi (GRF)  
Annie McCary (Third)  
Craig Wayne (Third)  
Donna Rane-Szostak, Alternate (Third)  
Cash Achrekar (United)  
Reza Bastani (United)  
Sue Stephens (Mutual 50)  
Margaret Bennett, Alternate (Mutual 50)

**OTHER COMMITTEES:**

**Disaster Preparedness Task Force**

Carlos Rojas, Chair Juanita Skillman (GRF)  
Gan Mukhapadhyay (GRF)  
James Cook (Third)  
John Frankel (Third)  
Donna Rane-Szostak, Alternate (Third)  
~~Anthony Liberatore (United)~~  
Diane Casey (United)  
John Carter (Mutual 50)  
Advisors: Tom Soule, Bruce Bonbright

**Laguna Woods Village Traffic Hearings**

(Chair will alternate between Boards)  
Elsie Addington (GRF)  
Deborah Dotson, Alternate (GRF)  
John Frankel (Third)  
Mark Laws (Third)  
~~Donna Rane-Szostak, Alternate (Third)~~  
Neda Ardani (United)  
Anthony Liberatore, ~~Alternate~~ (United)  
Board Members by Rotation (Mutual 50)

**Purchasing Ad Hoc Committee**



Bunny Carpenter, Chair (GRF)  
Jim Hopkins (GRF)  
Robert Mutchnick (Third)  
Donna Rane-Szostak (Third)  
Ralph Engdahl, Alternate (Third)  
~~Cash Achrekar (United)~~  
~~Diane Casey (United)~~  
Anthony Liberatore (United)  
Vacant (United)  
Advisor: Carl Randazzo

**Select Audit Task Force**

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

**RESOLVED FURTHER**, that Resolution 90-21-48 adopted December 7, 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 moved to approve the resolution. Director Skillman seconded the motion.

The motion for GRF Committee Appointments was approved unanimously.

**12. New Business**

**12a.** Entertain a Motion to Approve a Donation Agreement between GRF and Equestrian Boarders for Dressage Court.

Director Milliman read the following resolution:

**RESOLUTION 90-22-03**  
**Donation Agreement between GRF and Equestrian Boarders for  
Dressage Court**

This Agreement, entered into this 4th day of January, 2022, is by and between the Golden Rain Foundation ("GRF"), a California non-profit mutual benefit corporation and equestrian boarders (Donor) who donated a dressage court for the large arena.

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

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

**WHEREAS**, the Donor has offered to donate the equestrian dressage



court totaling approximately \$1,200.00; and

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

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

**NOW THEREFORE BE IT RESOLVED**, January 4, 2022, that GRF and Donor in accordance with the described conditions and obligations, hereinafter set forth and agree as follows:

Section 1 The donation, known as equestrian dressage court, described below, is donated in its entirety to GRF, hereafter owned by GRF and managed on behalf of the residents of Laguna Woods Village by Village Management Services, Inc. (VMS)

Section 2      Donation description: equestrian dressage court  
Space of facility: Equestrian Center large arena  
Location: Equestrian Center

Section 3	Amount of Donation	
	Item cost:	\$1,200.00
	Installation cost:	\$0.00
	Maintenance cost:	<u>\$0.00</u>
	Total estimated donation	\$1,200.00

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

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

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

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

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

Director Milliman made a motion to accept the donation, Director Carpenter seconded the motion.

There being no objections, the motion was approved unanimously.

**12b. Discuss and Consider Ad Hoc Investment Strategy Advisory Committee**

Director Hopkins made a motion to approve an Ad Hoc Investment Strategy Advisory Committee, Director Karimi seconded the motion.

There being no objections, the motion was approved unanimously.

**12c. Entertain a Motion to Approve Recommendation from the Community Activities Committee for Pool Operations**

Director Milliman read the following resolution:

**RESOLUTION 90-22-04**

**Pool Operating Hours and Lifeguard Services Modification**

**WHEREAS**, staff was directed to propose modifications to pool operating hours and lifeguard services to enhance pool operating efficiencies. CAC recommended the following proposed pool operating hours and lifeguard services modification resulting in the estimated annual cost savings of ~~\$117,230~~\$37,230, subject to affirmation by the Finance Committee and board approval:

**Proposed Pool Operating Hours and Lifeguard Services Modification:**

<b>Pool #</b>	<b>Winter Hours</b>	<b>Summer Hours</b>
Pool 1	8 a.m. to 5 p.m.	7 a.m. to 7 p.m.
Pool 2	7 a.m. to 6 p.m. <del>No-Lifeguard</del>	7 a.m. to 6 p.m. <del>No-Lifeguard</del>
Pool 4	8 a.m. to 9 p.m.	7 a.m. to 10 p.m.
Pool 5	6 a.m. to 6 p.m.	6 a.m. to 9 p.m.
Pool 6	closed	12 p.m. to 6 p.m. (summer only)

**WHEREAS**, on December 9, 2021 the Community Activities Committee (CAC) recommended the proposed pool operating hours and lifeguard services modification resulting in the estimated annual cost savings of ~~\$117,230~~\$37,230; and

**WHEREAS**, at the December 15, 2021 Finance Committee meeting, the



committee affirmed the CAC recommendation of the proposed pool operating hours and lifeguard services modification resulting in the estimated annual cost savings of ~~\$117,230~~\$37,230.

**NOW THEREFORE BE IT RESOLVED**, January 4, 2022, that the Board of Directors of this Corporation hereby adopts recommended pool operating hours and lifeguard services modification resulting in the estimated annual cost savings of ~~\$117,230~~\$37,230; and

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

Director Milliman made a motion to approve the resolution. Director Skillman seconded the motion.

President Carpenter called the motion to a vote and the motion failed by a vote of 4-5-1 (Directors Garthoffner, Karimi, Milliman, Dotson, Hopkins opposed. Director Addington abstained. Director Mukhopadhyay absent)

Discussion ensued among the directors.

Brian Gruner answered questions from the board.

Director Milliman made a motion to reconsider and amend the motion to accept the hours proposed under option 2 of the report, but keep lifeguard at Pool 2. Director Addington seconded the motion.

Discussion ensued among the directors.

President Carpenter called the motion to a vote and the motion passed by a vote of 9-1-0 (Director Carpenter opposed. Director Mukhopadhyay absent).

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

### **14. Committee Reports**

- a. Report of the Finance Committee/Financial Reports – Director Hopkins. The committee met on December 15, 2021; next meeting February 16, 2022 at 1:30 p.m. in Board Room/virtual meeting.

- (1) GRF Treasurer's Report – Director Hopkins
- (2) GRF Finance Committee Report

- b. Strategic Planning Committee—Director Dotson. The committee met on June 28, 2021; next meeting January 10, 2022, at 1:30 p.m. in the Board Room/virtual meeting.

- c. Report of the Community Activities Committee – Director Horton. The committee met on

December 9, 2021; next meeting January 13, 2022, at 1:30 p.m. as a virtual meeting.

- (1) Equestrian Center Ad Hoc Committee – President Carpenter. The committee met on November 4, 2021; next meeting January 26, 2022, at 1:00 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Landscape Committee – Director Skillman. The committee met on December 8, 2021; next meeting February 9, 2022, at 1:30 p.m. in the Board Room/virtual meeting.
- e. Report of the Maintenance & Construction Committee – Director Garthoffner. The committee met on December 8, 2021, in closed session; next meeting February 9, 2022, at 9:30 a.m. in Board Room/virtual meeting.
  - (1) Report of the Clubhouse Renovation Ad Hoc Committee – Director Garthoffner. The Committee met on December 29, 2021; next meeting TBA.
- f. Report of the Media and Communications Committee—Director Milliman. The committee met on November 17, 2021; next meeting January 17, 2022, at 1:30 p.m. in Board Room/virtual meeting.
- g. Report of the Mobility & Vehicles Committee – Director Tibbetts. The Committee did not meet on December 1, 2021 as the meeting was canceled; next meeting February 2, 2022, at 1:30 p.m. in Board Room/virtual meeting.
- h. Report of the Security & Community Access Committee – Director Tibbetts. The Committee met on October 25, 2021; next meeting February 28, 2021, at 1:30 p.m. in Board Room/virtual meeting.
  - (1) Report of the Laguna Woods Village Traffic Hearings – Director Addington. The Traffic Hearings were held on December 15, 2021; next hearings on January 19, 2022, at 9:00 a.m. as a virtual meeting.
- i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on November 30, 2021; next meeting January 25, 2022, at 9:30 a.m. in the board room and as a virtual meeting.
- j. Information Technology Advisory Committee – Director Hopkins commented that the Committee has been meeting in closed session. The Committee met on December 10, 2021, at 1:30 p.m.; next meeting TBA.

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

#### **16. Director's Comments**

- Director Skillman commented that there was a bomb threat at Saddleback Hospital two weeks in a row. Director Skillman would like law enforcement to make Laguna Woods Village Security aware of these types of incidents as the hospital is within close proximity to the community.
- Director Addington stated that it is important for VMS Security to stay in the loop regarding news in the surrounding areas.



- Director Karimi would like to thank the Landscaping Department for taking care of the community during the rain storms.
- Director Hopkins commented that we may be expecting too much of the Sheriff's Department to notify our security of incidents such as the bomb threat.
- Director Horton would like to remind everyone to wear their masks.
- Director Dotson would like to remind everyone to wear their masks and stay safe.

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

**Closed Session Agenda**

*VMS Board Update*

*Approve the Agenda*

*Approve the Minutes of:*

*(a) December 6, 2021 – Special Closed Session*

*(b) December 7, 2021 – Regular Closed Session*

*Discuss and Consider Personnel Matters*

*Discuss and Consider Contractual Matters*

*Discuss Legal/Legislation Matters*

*Discuss Member Disciplinary Matters*

**19. Adjournment**

The meeting was adjourned at 4:45 p.m.

  
Joan Milliman, Secretary of the Board  
Golden Rain Foundation

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# GRF Financial Report

As of December 31, 2021



INCOME STATEMENT (in thousands)	ACTUAL
Assessment Revenue	\$31,422
Non-Assessment Revenue	\$13,068
Total Revenue	\$44,490
Total Expense	\$41,741
Net Revenue/(Expense)	\$2,749

# GRF Financial Report

As of December 31, 2021



OPERATING ONLY INCOME STATEMENT (in thousands)	ACTUAL
Assessment Revenue	\$28,518
Non-Assessment Revenue	\$8,444
Total Revenue	\$36,962
Total Expense <sup>1</sup>	\$36,353
Operating Surplus	\$609

1) excludes depreciation



# GRF Financial Report

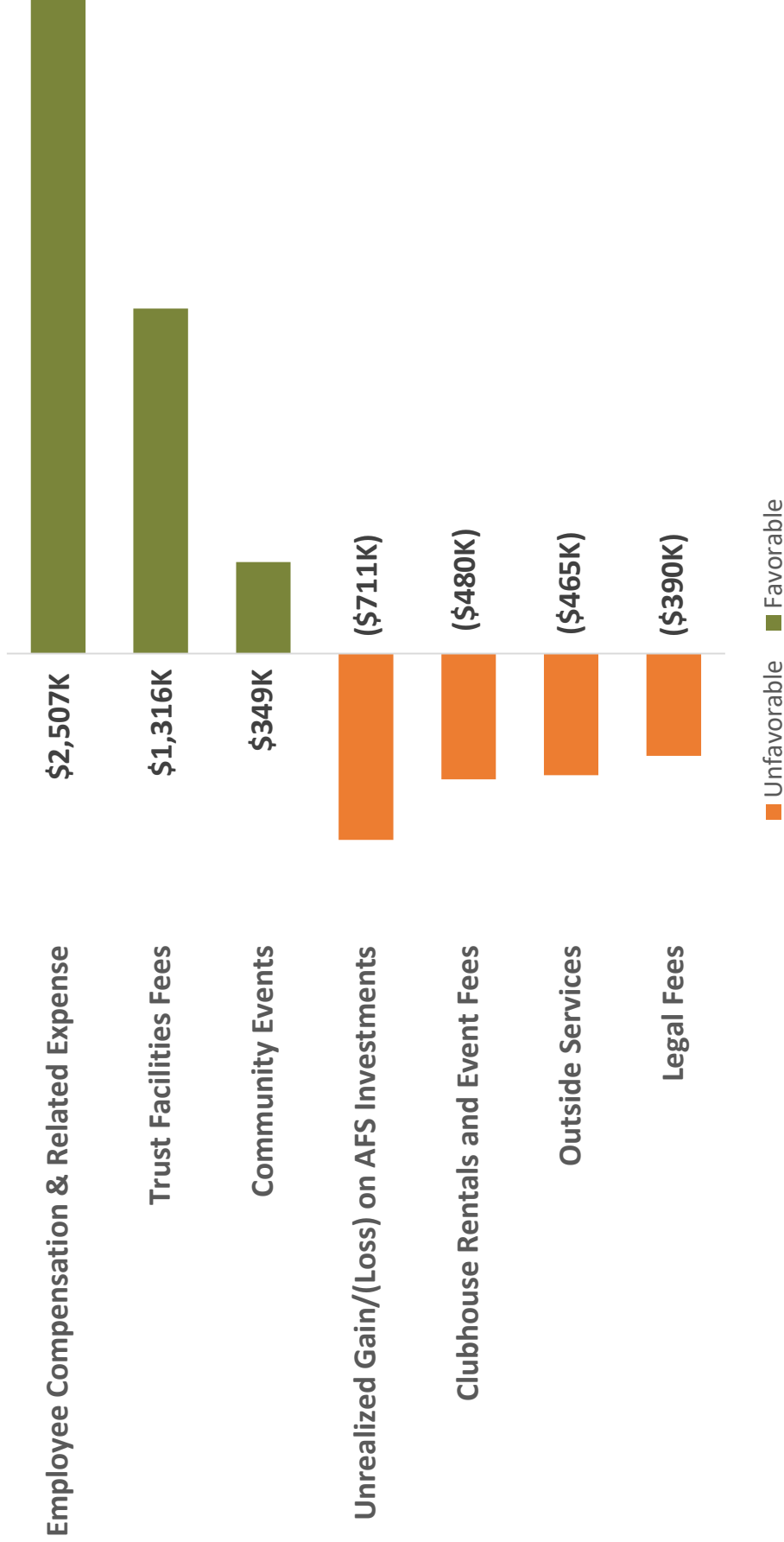
As of December 31, 2021



INCOME STATEMENT (in Thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$31,422	\$31,422	\$0
Non-Assessment Revenue	\$13,068	\$13,393	(\$325)
Total Revenue	\$44,490	\$44,815	(\$325)
Total Expense	\$41,741	\$44,176	\$2,435
Net Revenue/(Expense)	\$2,749	\$639	\$2,110

# GRF Financial Report

As of December 31, 2021

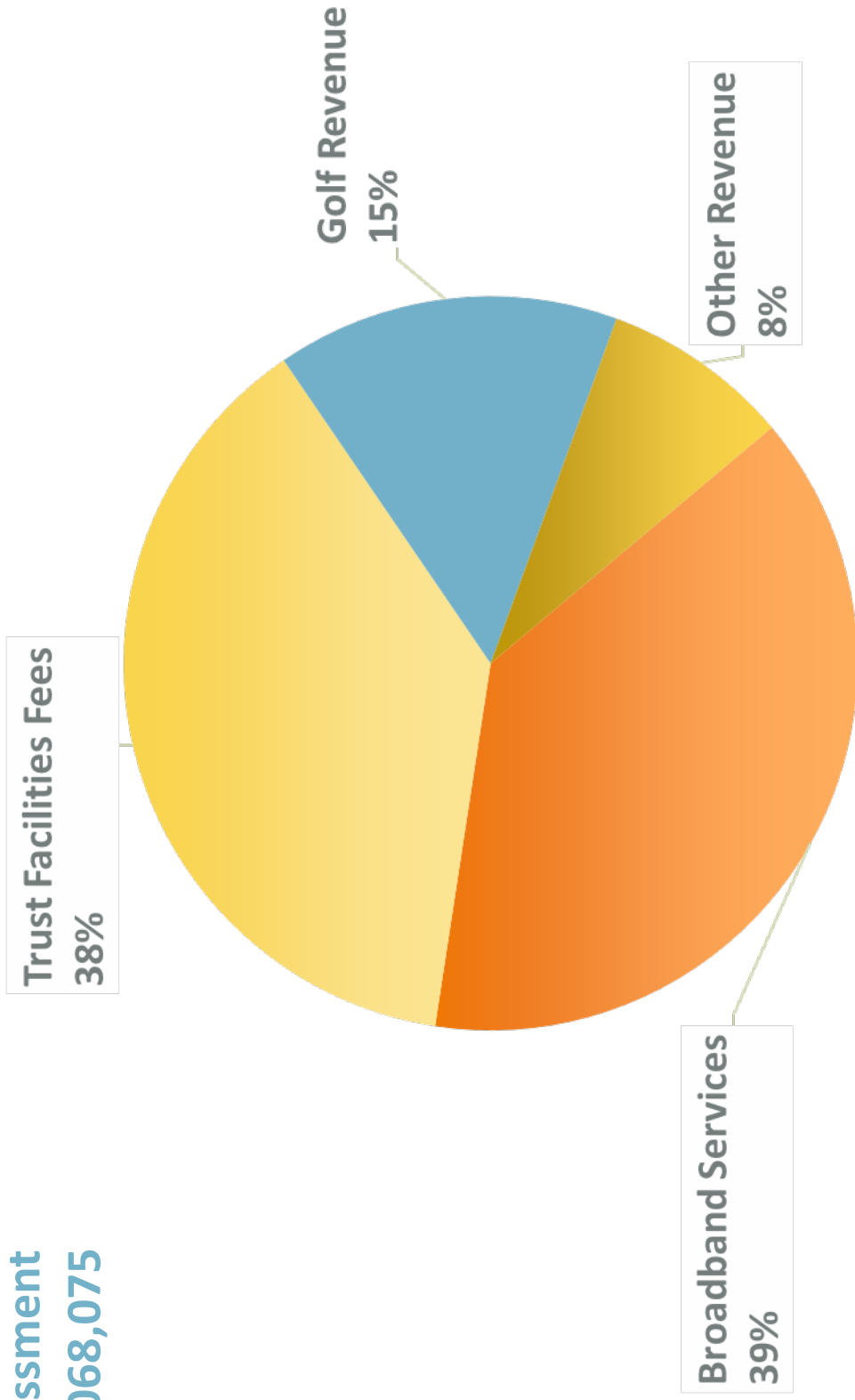


# GRF Financial Report

As of December 31, 2021



**Total Non-assessment  
Revenue \$13,068,075**

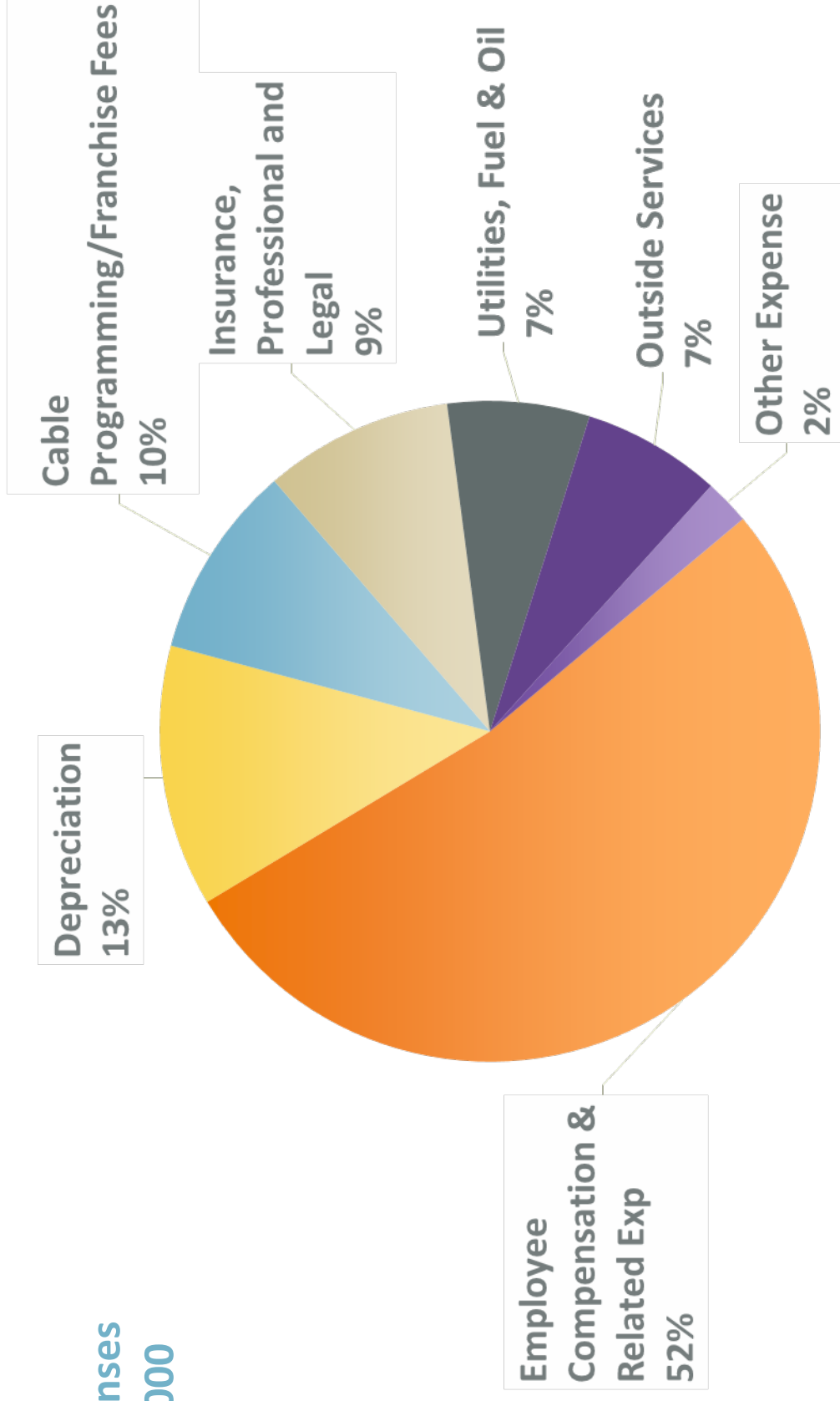


# GRF Financial Report

As of December 31, 2021



**Total Expenses**  
**\$41,741,000**

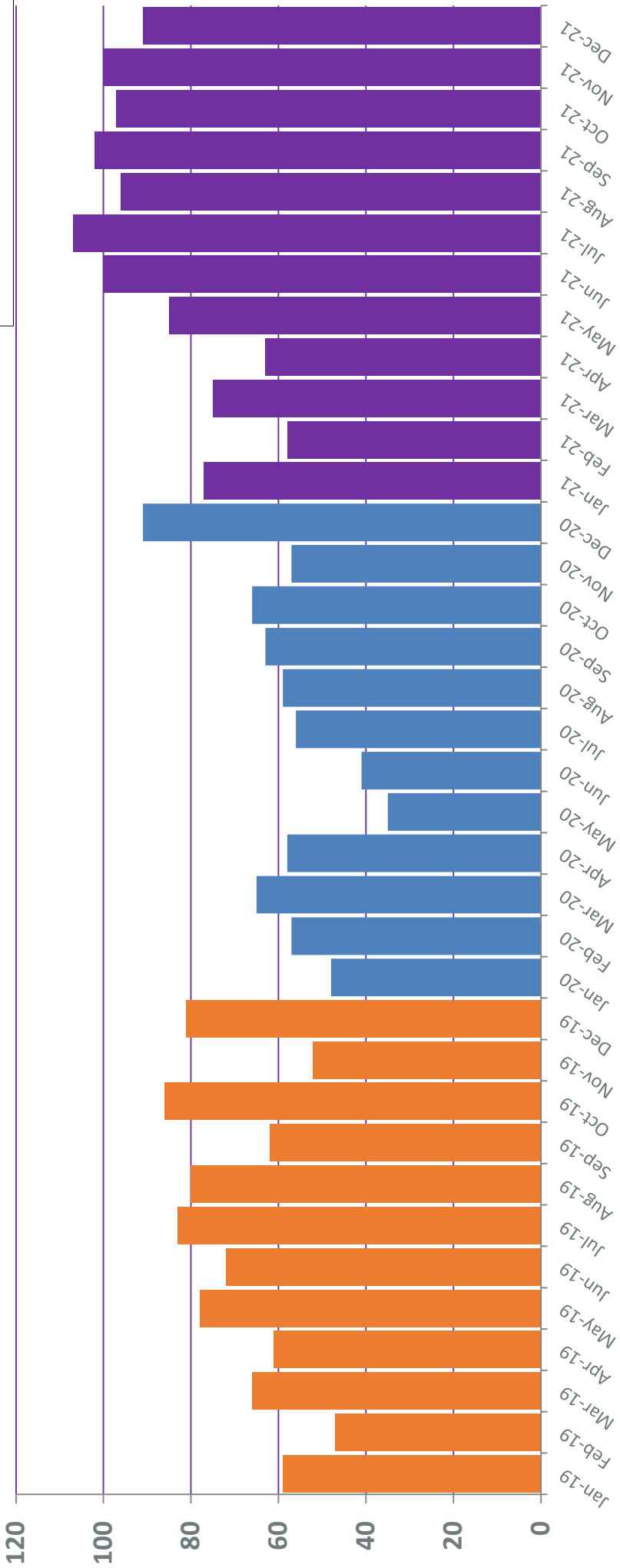


# GRF Financial Report

As of December 31, 2021

## Resale History — Consolidated

	NO. OF RESALES	AVG. RESALE PRICE
YTD 2019	827	\$324,594
YTD 2020	696	\$330,928
YTD 2021	1,051	\$358,655



# GRF Financial Report

As of December 31, 2021



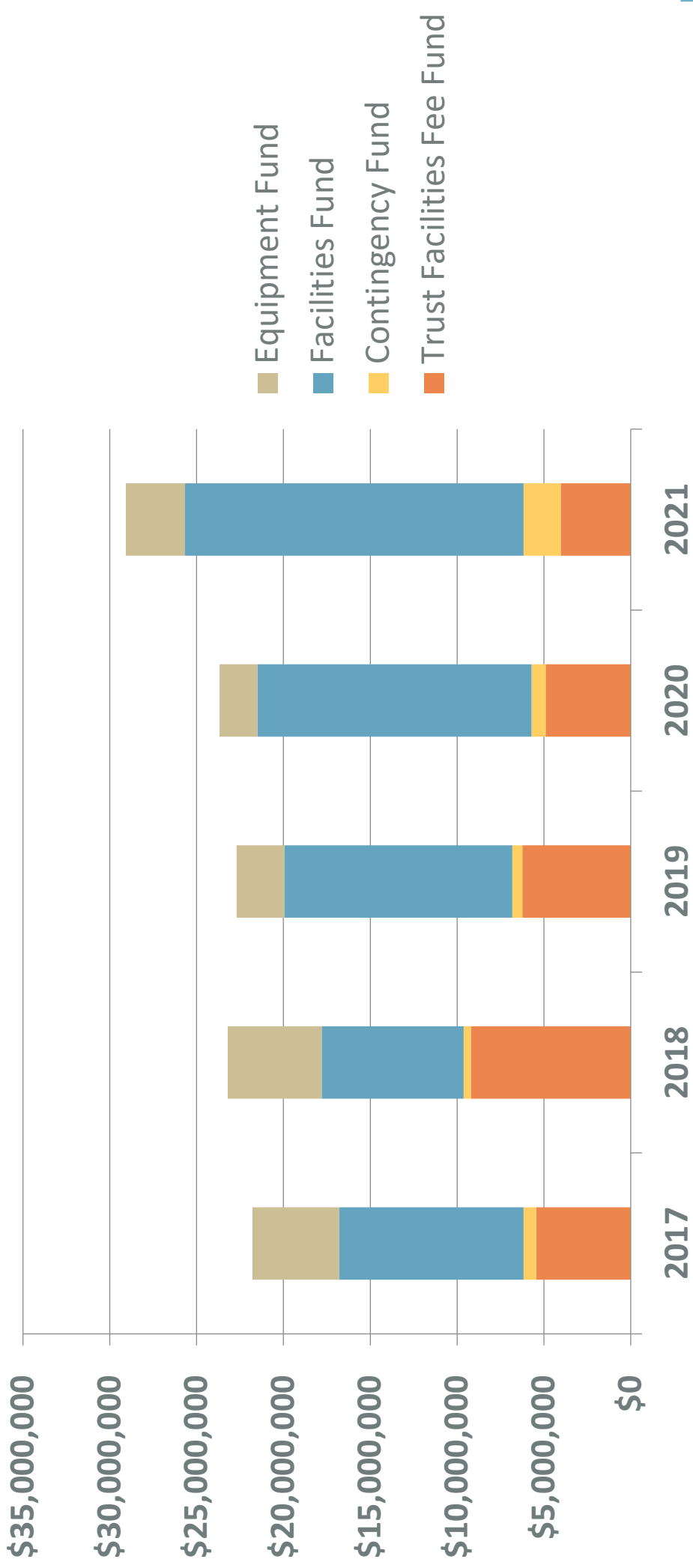
FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment	\$4,652	\$1,237	\$3,415
Facilities	21,602	2,094	19,508
Contingency	2,186	43	2,143
Trust Facilities Fees	4,021	0	4,021
TOTAL	\$32,461	\$3,374	\$29,087

# GRF Financial Report

As of December 31, 2021



Adjusted Fund Balances



# GRF Financial Report

As of December 31, 2021



## Adjusted Fund Balances

FUND ENCUMBRANCES (in thousands)		
	Total Appropriations	Remaining Encumbrance
Aquatics & Fitness	\$352	\$0
Broadband Services	728	17
Clubhouses	3,247	382
Computers	1,098	92
Community Center	619	143
Energy Projects	850	240
Golf Facilities	687	628
Landscaping	502	265
Other Equipment	300	150
Other GRF Facilities	1,887	823
Paving	879	0
Security	399	240
Vehicles	1,966	626
TOTAL	\$13,514	\$3,606





## Treasurer's Report for February 1, 2022 Board Meeting

**Slide 1** – Through the reporting period of December 31, 2021, total revenue for GRF was \$44.5M compared to expenses of \$41.7M, resulting in net revenue of \$2.7M.

**Slide 2** – In Finance, we keep a close eye on the operating portion of our financial results. The Operating Fund (without Depreciation) shows a favorable variance of \$609K through the reporting period.

**Slide 3** – This next chart shows the same actuals from the income statement, but compared to budget. GRF ended the period better than budget by \$2,110K.

**Slide 4** – This slide shows our most significant variances by category with green bars representing favorable variances and orange bars representing unfavorable items.

**Favorable.** Overall, we had variances in:

- Employee Compensation and related expense of \$2,507K, was primarily due to open positions in Security and Information Services; recruitment is in progress. In addition, certain Janitorial and Recreation positions remained unfilled while clubhouses were closed and fewer hours than budgeted in Transportation due to the consolidation of the commercial route earlier in the year.
- Trust Facilities Fees of \$1,316K, due to more manors sold. Year-to-date revenue generated from the \$5,000 per manor transfer fee is 36% higher than anticipated. The community had 1,051 resales versus a budget of 731; compared to 696 in 2020 for the same period.
- Community Events Expense of \$349K, due to facility closure during the pandemic; the budget assumed facilities would reopen in March, but actually opened June 15<sup>th</sup> based on State guidelines. An offset can be found in Clubhouse rentals and event fees revenue.

**Unfavorable.** Some offsetting variance included:

- Unrealized Gain/(Loss) on AFS Investments of (\$711K), due to adverse conditions for bond investments during the reporting period.
- Clubhouse Rentals and Event Fees of (\$480K), due to facility closure during the pandemic; the budget revenue assumed facilities would reopen in March. All facilities opened June 15<sup>th</sup> based on state guidelines; room reservations are available for Clubhouses 1, 2, 5 and the Village Greens. An offset can be found in the Community Events category.
- Outside Services of (\$465K) due to increased rates for Aquatics staffing, outsourcing of Golf Manager position (offset found in employee compensation and related), and increased software licensing costs required by a shift to a cloud-based system.
- Legal Fees of (\$390K) due to an anticipated settlement on an ongoing legal matter.

**Slide 5** – We do have sources of revenue other than the assessments, such as fees and rentals. To date, we have received just under \$13.1M, as shown on this pie chart. By category, we can see that our largest revenue is Broadband Services (i.e. internet, set top boxes, premium channels), followed by Trust Facilities Fees (\$5K transfer fee from resales) and Golf Revenue. These revenues offset costs and help keep assessments down.

**Slide 6** – Expenses to date of just under \$41.7M, including depreciation, are shown on this pie chart with our largest categories being Compensation, Depreciation, Cable Programming, Insurance, Professional and Legal Fees, etc.

**Slide 7** – We have a slide here to show resale History from 2019-2021. Community-wide sales total 1,051 through December 31, 2021. Most of these transactions generate the \$5K Trust Facilities Fee (transfer fee), used as a source of revenue for our reserves.

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

- Starting with the 1st column on the left, the funds have a combined ending balance of \$32.5M. Included in this total are contributions received this year through assessments, trust facilities fees, and investment earnings.
- The 2nd column shows the work in progress of \$3.4M, reflecting the amounts paid for projects not yet complete.
- The 3rd column represents the resulting “adjusted” fund balances of \$29.1M.

**Slide 9** – We compare our “adjusted” fund balances to historical balances for the past five years on this next chart, showing that GRF has averaged \$24 million in reserve and contingency funds.

**Slide 10** –The listing on this slide gives you an idea where the reserve money is committed. Of the \$13.5M appropriated by the Board for various projects and equipment purchases, the remaining encumbrances against our reserve and contingency funds is \$3.6M, primarily for renovation projects.

## **OPEN MEETING**

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

Thursday, January 13, 2022 – 1:30 p.m.  
Virtual Zoom Webinar

**MEMBERS PRESENT:** Yvonne Horton, Chair, Elsie Addington, Ryna Rothberg, Cush Bhada, Maggie Blackwell, Annie McCary, Pearl Lee, Dennis Boudreau, Ajit Gidwani

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Bunny Carpenter, Joan Milliman, Juanita Skillman, Diane Casey, Debbie Dotson

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

#### **Call to Order**

Chair Horton 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 to add Performing Arts Center Overutilization under Items for Future Agendas.

Motion passed unanimously.

#### **Approval of Committee Report for December 9, 2021**

A motion was made to amend to show Director Addington as present at the December 9, 2021 meeting.

Motion passed unanimously.

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

Chair Horton reminded all who use Recreation facilities must wear a mask and stated those being rude or abrasive to employees when asked to wear a mask is not acceptable.

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

Mr. Gruner stated the operational updates as follows: staff levels are still low with recruitment ongoing in all avenues, but existing staff has done an outstanding job shifting locations and adjusting to new job responsibilities; as of January 15, the state mandates attendees of mega events of 500 or more must provide vaccination proof; Saddleback College Emeritus Institute classes have been postponed until February 7.

Mr. Gruner stated the facility and program updates as follows: the Garden Center 2 gate will be operational soon; an offer for the position of Garden Center Coordinator was made and anticipate this new person starting in approximately two weeks; the pickleball lighting project is currently underway, but incorrect footings were installed and must be removed before the project may be completed; the Fitness Centers have COVID case numbers rising which may impact classes, but at this time, all is moving forward as planned; the Equestrian Center riding program has been suspended due to increase of COVID cases reported; a dressage court has been donated and rat abatement has been successful at the Equestrian Center; the success of the New Year's Eve event at the Performing Arts Center was attributed to the clear sound system which our tech team has worked tirelessly to repair.

Advisor Boudreau inquired about volunteers assisting at the clubhouses. Mr. Gruner stated staff is researching this option.

Director Dotson inquired as to lawn bowling policy regarding usage by those not guests of residents. Mr. Gruner stated Recreation policy states a club may have 20% non-residents in attendance and must be a guest of a member.

A member was called to speak regarding an existing club event that may need to be canceled due to COVID concerns. This member requested direction from the Recreation Department or GRF. It was explained that this is a club event so direction must come from within the club.

A member inquired as to which entity will pay for the correction of the pickleball footing. Mr. Gruner responded the contractor will pay for the correction as they did not follow procedure.

A member inquired as to contracting more caterers. Mr. Gruner stated a current approved caterer list is available. The difficulty of contracting new caterers is the cost for services that are significantly higher than previous caterers.

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

Members were called to speak on the following: Duplicate Bridge club request of resident rate versus exception rate for an upcoming tournament (Feb 12 and 13), in opposition of Kourts reservation system and in favor of Kourts reservation system.

Ms. Murphy addressed the Duplicate Bridge club request and discussion ensued.

Director Milliman suggested a new resolution be presented to CAC next month for this bridge tournament to be operated as a regular tournament using the lounge at the resident rate in the future.

The committee concurred that the Duplicate Bridge club request to use the Clubhouse 7 bridge room for the upcoming tournament on February 12 and 13 be allowed to proceed with use of the bridge room only at no fee while collecting guest fees and no Clubhouse 7 lounge use for the 2022 tournament.

### **CONSENT**

A motion was made to approve the consent calendar.

Motion passed unanimously.

### **REPORTS**

**Revenue Resources Ad Hoc Update** - Chair Horton stated first meeting was yesterday and many ideas were presented. A tour of a possible bistro area at Clubhouse 7 will be arranged for the Ad Hoc committee members.

**Garden Centers Operating Rules** - Chair Horton inquired as to why approval has not been requested previously for those fences that are not in compliance. Mr. Gruner stated approval is stated in the operating rules however those that are not in compliance may have been erected prior to the statement. Director Blackwell stated the compliance may be used to enforce garden center violations. Mr. Gruner stated over 70 compliance letters have been sent by the Garden Center staff person. Mr. Gruner stated a volunteer program is in place to assist with reporting of compliance issues.

Director Addington inquired as to the creation of a wait list. Chair Horton stated this is being instated.

Director Lee inquired as to how long the wait is to get a garden plot and if a current plot lease can be transferred to another who is not on a wait list. Mr. Gruner stated the wait is three to four months currently and a single gardener may not transfer their plot to someone not on the list. Mr. Gruner stated a plot partner may have first choice to accept or decline.

Staff was directed to add Garden Center Operating Rules under Items for Future Agendas next month.

**Online Reservations System Analysis** - Mr. Gruner stated the following change for Kourts reservation system regarding tennis: three courts will be reserved using the Kourts online reservation system and seven courts will be reserved using the previous white board system; all reservations are to be 1.5 hours; this will be re-evaluated in six months. He stated the

disciplinary process for those that abuse the system as follows: first offense is a verbal warning; second offense is a written warning and final notice; third offense will be referred to the Compliance Division to initiate the disciplinary process. The committee concurred as to staff recommendation for the modification of the Kourts online system at tennis.

Members were called to speak in opposition of and in favor of Kourts.

Discussion ensued.

A motion was made to remove pickleball from the Kourts reservation system and review in three months.

Motion passed unanimously.

**Recreation Event Cancellation Guidelines** - Mr. Gruner stated COVID numbers have increased exponentially and several upcoming events will need review of when cancellation is required due to low attendance that will affect revenue. Mr. Gruner recommended a minimum of two weeks to postpone any event. Chair Horton inquired as to the inclusion of a clause for force majeure within each event contract. Mr. Gruner stated it is included in each contract.

Ms. Murphy inquired as to Recreation continuing events that do not generate revenue. Chair Horton stated yes, please continue with these events.

A motion was made that if ticket sales are 50% or less within 2 weeks of any event that is planned at the Performing Arts Center or any other planned event, it may be canceled or postponed during the time of COVID.

Discussion ensued.

Motion passed unanimously.

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

**Supplemental Funding to Purchase a Toro ProCore 648 Aerator** - Mr. Gruner stated the staff report recommendation of a sole-source supplemental appropriation in the amount of \$34,869.03, for the purchase of a new ProCore 648 Aerator for the 27-hole golf course, to be funded from the Equipment Fund.

Chair Horton inquired as to renting one in the interim. Mr. Gruner stated there is a 9 to 12 month lead time to receive this type of machinery and will inquire with vendor regarding long-term rental.

A motion was made to accept staff recommendation of supplemental funding of \$34,869.03 in order to purchase a Toro ProCore 648 Aerator.

Discussion ensued.

Motion passed unanimously.

### **ITEMS FOR FUTURE AGENDAS**

**Golf Greens Committee Update** – Director Blackwell will present an update next month.

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

### **CONCLUDING BUSINESS**

#### **Committee Member Comments**

None

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

The next regular meeting of the GRF Community Activities Committee will be held virtually via the Zoom platform at 1:30 p.m. on Thursday, February 10, 2021.

#### **Adjournment**

There being no further business, the Chair adjourned the meeting at 4:38 p.m.

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Yvonne Horton, Chair

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REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION  
REVENUE RESOURCES AD HOC COMMITTEE

Tuesday, January 12, 2022 – 1 p.m.  
Virtual

**MEMBERS PRESENT:** Yvonne Horton, Chair, Bunny Carpenter, Annie McCary, Cush Bhada, Elsie Addington, Dennis Boudreau, Dave Bienek, Richard Rader

**MEMBERS ABSENT:** Fred Vogt, Donna Rane-Szostak

**OTHERS PRESENT:** None

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

**Call to Order**

Chair Horton called the meeting to order at 1:05 p.m.

She introduced the purpose of this meeting is to generate ideas that will raise funding. Ideas presented must be researched by those suggesting as staff time is restricted at this time.

Ideas suggested were as follows:

1. Kitchen Rental
  - a. Director Addington stated she will continue to research regarding kitchen rental as concerns may be conflict with existing reservations and lack of proper food preparation items.
2. Performing Arts Center Rental to Outside Entities
3. Creation of a Bistro in existing space of Clubhouse 7 (rear of building by driving range)
  - a. Director Carpenter stated research has been completed for building the bistro, but will need cost analysis and traffic study completed. Concerns stated by the committee included the necessity of additional staff, necessary permits, adequate parking and additional operating hours coinciding with large events (such as at the PAC). Director Addington volunteered to research the permits necessary. All concurred a tour of proposed area at Clubhouse 7 is to be scheduled.
4. Tee Box Sponsors
  - a. Mr. Gruner suggested utilizing tee box sponsorship to begin generating revenue. Director Carpenter stated sponsorship may need to be combined with the current donation policy. Chair Horton stated this may need to be presented to CAC for review. All concurred to move forward with tee box sponsorship.
5. Laguna Woods Village Logo Merchandise Sales at Community Center
  - a. Chair Horton suggested a merchandise sales area next to the proposed bistro area.

6. Expanded Learning Experiences (Guest Speaker Series-4 in total)

Director McCary stated the goal is to minimize start-up money needed.

Mr. Boudreau inquired as to restrictions in place due to being a non-profit community. Director Carpenter stated she will research this topic as main concerns are income to expense ratios and ADA compliance requirements with any new construction. She will report at the next meeting to allow the committee to set guidelines.

Mr. Gruner stated the Revenue Generating Objective document shared with the committee is a starting point that would minimize new monetary investment all items listed do not impact the community with additional fees. Ms. Kupfert was directed to modify the list as directed. Mr. Gruner recommend that the list is sent to the committee first, they provide ideas and suggestions, and then staff may proceed after the next meeting. The objectives list is for discussion only and not action items at this time.

**Next meeting**

The date of the next meeting will be February 7, 2022 at 2 p.m.

**Adjournment**

Chair Horton adjourned the meeting at 2:44 p.m.

---

Yvonne Horton, Chair



**OPEN MEETING**

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

**Monday, December 29, 2021 – 1:00 P.M.  
Hybrid – In Person & Virtual Meeting**

**MEMBERS PRESENT:** Egon Garthoffner, Pat English, Ralph Engdahl, John Frankel, Diane Casey, Debbie Dotson, Cathy Garris, Sue Stephens

**OTHERS PRESENT:** Bill Walsh, Steve Leonard, Juanita Skillman, James Hopkins, Carl Randazzo, Reza Karimi, Elsie Addington, Juanita Skillman, Bunny Carpenter

**MEMBERS ABSENT:** Cush Bhada, Alternate

**STAFF PRESENT:** Guy West - Projects Division Manager, Manuel Gomez - Maintenance & Construction Director, Baltazar Mejia – Maintenance and Construction Assistant Director, Brian Gruner – Recreation and Special Events Director, Laurie Chavarria –Sr. Management Analyst, Sandra Spencer – Administrative Assistant

**1. Call to Order**

Chair Garthoffner called the meeting to order at 1:00 p.m.

**2. Acknowledgement of Media**

There was no media present. It was noted that the meeting was being recorded.

**3. Approval of the Agenda**

The agenda was approved as written.

**4. Approval of Meeting Report for November 29, 2021**

The meeting report for November 29, 2021 was approved as written.

**5. Chair's Remarks**

Chair Garthoffner mentioned lack of attendance in Board Room but noted plenty of members on Zoom; expressed his hope for a succinct meeting and desire to end the meeting with a presentation on earthquake risk in Laguna Woods.

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

There were no member comments.

**7. Department Head Update**

Mr. West discussed sewer line exploration at Clubhouse 1. There is no damage or problems but there is some buildup.

Staff was requested to get a quote to have that sewer line remediated with epoxy lining.

### **ITEMS FOR DISCUSSION**

#### **8. CH1 Main Lounge**

Staff answered questions and reminded committee about the items which were reviewed during the tour of the clubhouse. The budget of \$1,250,000 is for beautification; no structural changes will be made. Chair Garthoffner reminded the committee that the goal is to upgrade and modify but that not all opinions can be entertained. Clubhouse 2 is the building being used as the example. Mr. West mentioned that each room needs a list of items to be addressed and once the list is complete, staff can get specific quotes.

Mr. West facilitated the discussion regarding hiring a designer to assist the committee with design details. The committee eventually concluded that a task force led by Debbie Dotson will be organized with the goal of selecting a number of design consultants to present their credentials to the full ad hoc committee so they can select a consultant from that group to guide the committee. Members interested in serving on the task force should contact Director Dotson directly as she plans to schedule a virtual meeting within a week.

Director English is in possession of architectural plans for the clubhouse and offered to provide them to the committee and staff.

Staff was asked to vet potential design consultants and gather fee schedules.

Staff was asked to solicit quotes to have all exterior building windows measured to facilitate various vendors being able to use those measurements to provide rough estimates for future window replacement. Staff confirmed that any new windows would be energy efficient.

#### **9. CH1 Archery Facility HVAC**

A resident commented that it was too hot in the facility during the summer. Staff stated that the windows are inefficient and would need to be replaced before anything is done with the HVAC; there are swamp coolers in place; the facility may be converted to a multi-use building in the future.

#### **10. CH1 Dining Room Noise Mitigation Options**

Mr. Gruner addressed the procedure for handling noise complaints and explained that if there is a complaint at a clubhouse or common area, on-site staff will attempt to work out a solution between the parties involved. If noise becomes excessive, Security would be called to assist. With regard to the clubhouse, there are very few episodes that require intervention and therefore, soundproofing is not recommended.

#### **11. Earthquake Risk Presentation (Chair)**

Chair Garthoffner gave a power point presentation regarding earthquake risk factors in Laguna Woods. Discussion ensued regarding liquefaction; lack of damage within the village during prior earthquakes; the decision to not retrofit Clubhouse 1; and earthquake insurance. Director Stephens mentioned that the Towers has a \$250 million earthquake policy and will send the committee the contract showing the cost of the policy.

**ITEMS FOR FUTURE AGENDAS:**

- CH1 Restroom Rehab
- CH2 Sound Attenuation in Two Meeting Rooms
- CH3 (PAC) Restroom Modernization (Tile, Light Fixtures)
- CH3 (PAC) Sound System, Overhead Lights

**CONCLUDING BUSINESS**

**12. Committee Member Comments**

- Director English said it was a good meeting and felt progress was made.
- Chair Garthoffner reiterated the importance of moving forward on this project and suggested the History Center may have digitized plans that would be useful.

**13. Date of the Next Meeting: TBD**

**14. Adjournment**

The meeting was adjourned at 3:14 p.m.

  
Egon Garthoffner, Chair

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

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

**Monday, January 17, 2022 – 1:30 p.m.  
Virtual Meeting**

**REPORT**

**Members Present:** Chair Joan Milliman; Directors Deborah Dotson, Juanita Skillman, James Cook, Annie McCary, Maggie Blackwell and Ryna Rothberg; Advisors Tom Nash, Carmen Pacella and Lucy Parker; Alternate Lynn Jarrett

**Members Absent:** Director Neda Ardani; Advisor Theresa Frost

**Others Present:** Bunny Carpenter, Egon Garthoffner, Ira Lewis, Richard Rader

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

**1. Call to Order**

Meeting was called to order at 1:30 p.m. and a quorum was established by Chair Milliman.

**2. Acknowledgement of Media**

None present.

**3. Approval of Agenda**

Approved by unanimous consent.

**4. Approval of Report for November 17, 2021**

Director McCary pointed out that text was missing under Chair Milliman's signature. With this corrected, the report was approved by unanimous consent.

**5. Chair's Remarks**

Chair Milliman welcomed the committee members who attended the meeting virtually via Zoom.

**6. Member Comments**

Ms. Rothrock read one emailed comment from United Mutual member Dan Kenney, who inquired about including KTLA television in Village Television's channel listings, as it is one of the primary local programming stations in the greater Los Angeles area and one to which Southern California locals are accustomed.

Ms. Paulin responded that she will forward this comment to Broadband Services General Manager Paul Ortiz to review and respond.

### **Items for Discussion**

#### **7. Media and Communications Report - Eileen Paulin**

Highlights from the Media and Communications report include:

- The December 2021/January 2022 issue of the Village Breeze is out.
- The “What’s Up in the Village” e-newsletter open rate climbed from one-third to two-thirds of the Village.
- The Media and Communications Department is working with the Globe on a feature story on Village Management Service’s new CEO.
- The Manor Alterations biweekly news bulletin continues to go well.
- The board training video has been re-released and is available on the website’s GRF, Third Mutual and United Mutual documents webpages. It also can be accessed by [clicking here](#).
- At the request of the docents, docent tours have been canceled until the indoor mask mandate is lifted.
- New resident orientations are going virtual, beginning with the one on Friday.

#### **8. The Broadband Group Update - Eileen Paulin**

Ms. Paulin gave an update on meetings with The Broadband Group (TBG) consultant.

#### **9. Broadband Services Report - Eileen Paulin**

Ms. Paulin summarized the 2022 Realignment of Cable Channels staff report that was included in the agenda packet. This initiative aims to save money by removing duplicate channels.

Director Cook raised the question about whether removing duplicate channels from different time zones would affect the ability to record programming from an earlier time zone. This question will be forwarded to Mr. Ortiz.

Highlights from the Broadband Services report include:

- 2021 cable operations
- 2021 Broadband Services operations
- Contracts coming up in 2022
- Premium movie channels
- Broadband subscriber counts
- Programming contracts forecast
- Internet subscriptions

Director Skillman mentioned that some residents lack awareness of TV6 access. She suggested communication efforts to let residents know that the channel is available to them and how to access it. A discussion ensued.

Director Dotson mentioned that a lot of new residents are just streaming. She suggested mentioning in the new resident orientations that residents have access to TV6 through the cable



that comes out of a wall in their units. The other option is to watch programming on the Village Television YouTube channel.

Ms. Paulin addressed Director Rothberg regarding the Towers' participation in the Transportation Informational meeting broadcast on January 21. A discussion ensued. Ms. Paulin stated she would reach out to Towers management to engage residents and instruct them to send questions prior to the broadcast.

Richard Rader suggested emailing questions ahead of time to eliminate duplicate questions. Director Skillman concurred that there are a lot of duplicate questions asked at meetings. Chair Milliman added that sometimes questions come up during the presentation.

## **New Business**

### **Community Survey**

Ms. Paulin mentioned that she will meet with the CEO and COO regarding the community survey.

Advisor Nash stated that survey research was part of his doctoral studies and he would like to participate. Ms. Paulin requested he join the group. Chair Milliman stated she would like to be involved if possible. Director Rothberg requested to be included in the survey meeting.

## **Items for Future Agendas**

### **Focus groups for website**

Ms. Paulin envisioned these focus groups to be small—around 10 to 12 people. One initiative for the website is to organize a good deal of resident information in an easy-to-navigate portal.

## **Concluding Business**

### **Committee Member Comments**

Advisor Pacella stated that if he was quiet it was because he listened to a lot of good information at today's meeting, to which Advisor Nash agreed.

Director Blackwell stated that Diane Casey should have been at this meeting and requested we send her the report.

Director McCary stated this was a great, informative meeting.

Advisor Parker commended the meeting.

Ms. Paulin and Director Dotson thanked everyone in attendance.

GRF President Carpenter stated that the meeting was informative, as always, and commended Ms. Paulin.

Director Jarrett commended the meeting and thanked everyone for all their work.

Director Rothberg commended the meeting and thanked Director McCary for her informative article on Kwanzaa.

Chair Milliman thanked Ms. Paulin, the staff and everyone in attendance.

Ms. Paulin extended good wishes for the Martin Luther King Jr. holiday.

Director McCary commended Mr. Ortiz for airing movies on TV6 in honor of Black History Month in February.

**Date of Next Meeting – Tuesday, February 22, 2022, at 9:30 a.m.**

**Adjournment**

Chair Milliman adjourned the meeting at 3:00 p.m.

  
Joan Milliman, Chair  
Media and Communications Committee

REPORT OF THE LAGUNA WOODS VILLAGE  
TRAFFIC HEARINGS COMMITTEE

**January 19, 2022**

The Regular Meeting of the Laguna Woods Village Traffic Hearings Committee was held on Wednesday January 19, 2022 at 9:00 A.M., Virtual

**MEMBERS PRESENT:** Chair: John Frankel, Debbie Dotson, Neda Ardani, Mark Laws

**STAFF PRESENT:** Jayanna Hendley, Gary Hughes

**Call to Order**

John Frankel, Chair, called the meeting to order at 9:01 A.M.

**Approval of Agenda**

Chair Frankel made a motion to approve agenda as presented.  
By unanimous consent, the motion passed.

**Approval of Meeting Reports**

Chair Frankel made a motion to approve the meeting report from December 15, 2021. By unanimous consent, the motion passed.

**Traffic Hearings**

- a. 9:15 a.m. Traffic Violation # 2118664 (Speeding 11-15 MPH Over Limit) – Rescheduled
- b. 9:30 a.m. Traffic Violation # 2121178 (Failure to Obey Stop Sign) - Guilty
- c. 9:45 a.m. Traffic Violation # 2120939 (Failure to Obey Stop Sign) - Guilty
- d. 10:00 a.m. Traffic Violation # 2123675 (Parked Wrong Direction) - Guilty

**Date of Next Meeting**

The next meeting is scheduled for Wednesday February 16, 2022, at 9:00 A.M., virtual meeting.

**Adjournment**

With no further business before the Committee, the meeting was adjourned at 9:42 A.M.

*John Frankel*

John Frankel (Jan 21, 2022 12:11 PST)

John Frankel, Chair

Jan 21, 2022

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

**TUESDAY, January 25 2022 9:30AM**

**VIRTUAL MEETING**

**MEMBERS PRESENT:** Chair: Carlos Rojas, Tom Siviglia, Judith Troutman, Anthony Liberatore, Juanita Skillman, Sandy Benson, Donna Rane-Szostak, Tom Soule, John Frankel, Cash Achrekar, Jim Riedel, Bruce Bonbright, Diane Casey, Grace Stencel, James Cook, Elsie Addington, Sue Stephens

**OTHERS PRESENT:** Dave Southworth, Joan Grampp

**STAFF PRESENT:** Jayanna "JJ" Hendley

**THE MEETING WAS CALLED TO ORDER:** 9:30 AM

**ACKNOWLEDGEMENT OF THE PRESS:** None present.

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

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

**CHAIRS REMARKS:** Chair Carlos Rojas stated that he has accepted a position with VMS as the Director of Operations. Chair Rojas thanked everyone for their participation and efforts made within the Task Force. Chair Rojas recognized the difficulties faced throughout the pandemic and how well everyone has come together.

**MEMBER COMMENTS:** None heard.

**REPORTS**

**RADIO & COMMUNICATIONS:** Bruce Bonbright reported that 10 out of 15 participants reported during the radio drill last month, and this month. Bruce Bonbright stated he is not worried about those numbers because they are generally different people missing the drills. Bruce also stated that they have a great solution regarding the towers, and it is now set-up for the front desk staff to report on the radio drill. Bruce stated they attempted this morning and were unsuccessful. However, he believes that the location is blocking their ability to

connect to the repeater. Bruce stated his team will set-up a test with them early next month to see if they can hear them better from outside of the Towers building. Bruce opened the group up for any questions. Chair Rojas asked Bruce if anything has changed because the audio was very clear on this morning's test. Bruce responded by stating he is unsure, but it could have been the rain that cleaned the repeater. Chair Rojas thanked Bruce and Jim Riedel for always being consistent with the radio drill. Cash Achrekar asked Bruce if transmissions can be heard outside of the Village. Bruce responded by stating we have commercial style radios with separate repeaters set-up. Bruce gave further details. Diane Casey stated that she is a HAM Radio operator and could be involved in the club if needed. Bruce explained how Diane can participate in disasters and drills by listening in to the Club Repeater.

**OFFICE MANAGER/ADVISOR:** Tom Soule reported that the past two months have been slow due to Resident Services being closed. Tom stated that foot traffic has been dismal. Tom Soule reported that a few more people have been volunteering as Good Neighbor Captains. Sandy Benson asked Tom Soule if he has any items for File of Life because they gave all of their packets out at the Village Bazaar over the weekend. Cash Achrekar stated he believes everyone should keep water in their car. Tom Soule gave a recommendation. Donna Rane-Szostak asked if the File of Life is available again. Tom Soule explained that we have the form that would go into the File of Life. Tom stated we need to look into obtaining more of the actual files, because they were given to DPTF for free by the Department of Aging a few years ago. Sandy Benson added that she spoke with Station 22, and that the firemen are trained to look for the File of Life on the refrigerator first.

Judith Troutman reported that she has contacted 120 people from the binders, and there were 48 confirmed resignations, as well as 50 confirmed active volunteers. Judith extended an invitation to the group for any volunteers who may want to help with calling and confirming Good Neighbor Captains. Grace Stencil volunteered.

**RECRUITMENT / RETENTION / TRAINING:** Juanita Skillman stated that Saturday's event at the Village Bazaar was very successful, and that all 50 File of Life packets were given away. Juanita also reported that 26 Good Neighbor Captain packets were given out. Juanita stated that one person completed and returned the packet on the spot. Juanita added that 36 Pet Sub-Committee packets were given out as well. Juanita stated she appreciates Sandy's efforts in setting up the table and volunteering. Juanita also informed the group that most volunteers are wondering when the next training will be hosted, and what to do next. Carlos Rojas thanked both Juanita Skillman and Sandy Benson for their efforts, and he stated that the table looked great. Juanita added that she

needs a banner or sign to identify what the event tables are for. Tom Soule added that we do have a banner that is broken, but can be repaired. Juanita Skillman asked if the GNC map has been located. Tom Soule stated that his office has it, and that they are working on updating it.

**GRF BOARD: No Report.**

**UNITED BOARD:** Diane Casey asked if there is anything online displaying the location of Good Neighbor Captains. Carlos Rojas explained how Security and the DPTF Office are mapping the Good Neighbor Captains, which will eventually be shared. Members made comments and discussed further. Elsie Addington asked if reports are required for this meeting. Carlos Rojas explained that there are usually representatives present, however, there is not always a report given. Judith Troutman added that she is working on a Good Neighbor Captain list by building.

**THIRD BOARD:** Donna Rane-Szostak stated that she has been involved with DPTF through the loss of the previous Director and Administration. Donna suggested that an item should be reported to the Third Board regarding involvement opportunities with the Task Force. Chief Rojas stated that he will put together some information to share with the mutual representatives so they can share it with their boards at their discretion.

John Frankel reported that his wife is the Good Neighbor Captain for their area, and that he is still the Clubhouse Coordinator for Clubhouse 6.

**TOWERS:** Sue Stephens thanked Bruce Bonbright for his efforts through the radio drill and getting staff members trained. Sue reported that there are 21 Floor Captains, and several Assistant Captains as well. Sue also stated that the Towers has their own EOP. Juanita Skillman asked Sue to send her list of Floor Captains to JJ Hendley.

**PET EVACUATION SUBMIT COMMITTEE:** Sandy Benson reported that the Pet Sub Committee is being reorganized at the moment because Sharon Updike has asked to take a break from the leadership role. Sandy thanked Sharon for all of her contributions over the past couple of years. Sandy also stated she is looking for another volunteer to control their excel sheet of volunteers. Sandy asked Carlos Rojas if we have a CERT program. Carlos informed Sandy that CERT is run through the county.

**AT&T DISMISSAL OF LANDLINES – RESEARCH CONTINUED:** Jayanna Hendley reported that further information regarding the transition to IP enabled services and networks can be found in Assembly Bill 2395. Jayanna explained that this bill states telephone corporations are required to complete a customer education and outreach program before seeking to withdraw traditional circuit-

switched and other legacy telephone services. Jayanna stated that in the last meeting, an inquiry was made regarding text-to-911 in our area. Jayanna confirmed that all Orange County residents have access to text-to-911 through their cell phone providers, however the Sheriff's Department always recommends calling 911 if possible rather than texting.

Juanita Skillman asked if assistance programs for disabled individuals would be replaced. Jayanna responded by stating that it is not mentioned specifically in the bill, but she will do further research and report back to Juanita Skillman. Donna Rane-Szostak added that AT&T did not have any information regarding discontinuing landline services when she called, however, they are discontinuing internet service in the area. Elsie Addington encouraged Donna Rane-Szostak to do further research. Members made comments and discussed the topic. James Cook informed the group that during an emergency, your landline may not give you a dial tone immediately.

**CHANGING THE TITLE OF "GOOD NEIGHBOR CAPTAINS":** Carlos Rojas stated that the possibility of changing this title was brought up at a meeting between himself, JJ Hendley, Juanita Skillman, Grace Stencel, and Bruce Bonbright. Carlos also mentioned that the title of Good Neighbor Captains resonates with many as being associated with the Disaster Task Force, and it is specifically listed in resolution 90-18-37. Carlos Rojas opened the discussion to the group. Members made comments in favor of keeping the name as is. Juanita Skillman discussed the possibility of adding responsibilities to the role of Good Neighbor Captains.

## **DISCUSSIONS & CONSIDERATIONS:**

### **Fire Avert Program Update**

## **MEMBER COMMENTS:**

Cash Achrekar encouraged the group to keep up the good work.

**NEXT MEETING: March 29, 2022 at 9:30 AM**

**ADJOURNMENT: 10:37 AM**

Submitted By:

Carlos Rojas

Carlos Rojas (Jan 25, 2022 12:01 PST)

Jan 25, 2022

Carlos Rojas, Committee Chair