



## OPEN MEETING

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

**Thursday, November 10, 2022 – 1:30 P.M.  
Board Room/Virtual Meeting**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions regarding virtual meetings using one of two options:

1. Join the Committee meeting via a Zoom link at: <https://us06web.zoom.us/j/87439575498> or by calling (669) 900-6833; Access Code: 874 3957 5498
2. Via email to [meeting@vmsinc.org](mailto:meeting@vmsinc.org) any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.

#### **NOTICE AND AGENDA**

*This Meeting May Be Recorded*

1. Call to Order
2. Acknowledgement of Media
3. Approval of the Agenda
4. Approval of Meeting Report for October 13, 2022
5. Chair's Remarks
6. Department Head Update
7. Member Comments (Items not on the agenda)

*At this time Members only may address the Committee regarding items not on the agenda and within the jurisdiction of this Committee. The committee reserves the right to limit the total amount of time allotted for the Member Comments to thirty minutes. A member may speak only once during the forum and each speaker is limited to three minutes. Speakers may not give their time to other people, no audio or video recording by attendees, and no rude or threatening comments.*

#### Consent:

8. Financial Statement
9. Recreation Dashboard

#### Reports: (Receive and File or Provide Recommendations)

10. Clubhouse Expanded Hours

#### Items for Discussion and Consideration: (Entertain a Motion to)

11. 2023 Aquadettes Billing

#### Items for Future Agendas:

- GRF Credit Card and Transaction Fee (ActiveNet)
- Poster Policy Review
- Facility Operating Rules
- Performing Arts Center Rental Fees

#### Concluding Business:

- Committee Member Comments
- Date of Next Meeting: Thursday, December 8, 2022 at 1:30 p.m.

- Adjournment

\*A quorum of the GRF Board or more may also be present at the meeting.

Yvonne Horton, Chair  
Alison Giglio, Interim Staff Officer  
Telephone: 597-4270

# **OPEN MEETING**

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

Thursday, October 13, 2022 – 1:30 p.m.  
Board Room/Virtual Meeting

**MEMBERS PRESENT:** Yvonne Horton, Chair, Elsie Addington, Maggie Blackwell, Diane Casey, Cush Bhada, Ryna Rothberg, Joan Milliman, Dennis Boudreau, Ajit Gidwani

**MEMBERS ABSENT:** Annie McCary

**OTHERS PRESENT:** Bunny Carpenter, Juanita Skillman, Mark Laws

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

### **Call to Order**

Chair Horton called the meeting to order at 1:34 p.m.

### **Acknowledgement of Media**

There was no press present.

### **Approval of Agenda**

Director Rothberg made a motion to approve the agenda, no second.

Motion passed unanimously.

### **Approval of Committee Report for September 8, 2022**

Director Bhada made a motion to approve the report, Director Rothberg seconded.

Motion passed unanimously.

### **Chair's Remarks**

Chair Horton introduced Ms. Giglio as the Interim Recreation and Special Events Director and welcomed the audience.

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

Ms. Giglio stated the following past events: Grandparents Fun Day was held at Clubhouse 5 with approximately 300 attendees including children and adults; the Italian Buffet held at Clubhouse 5 hosted 140 attendees; the Health and Wellness Expo held at Clubhouse 5 had approximately 500 attendees who were treated to giveaways, raffles, lunch and smoothie samples (this event hosted 26 total sponsors including the presenting sponsor, Memorial Care, who provided screenings and guest speakers).

Ms. Giglio stated the following facility and operational updates: the Garden Center Volunteer Program is thriving with 20 volunteers who help maintain both garden centers' common areas, tools and barns, plot numbering and tool painting; expanded hours at the Clubhouse 1 Fitness Center are now Monday through Friday opening at 7 a.m. and the Community Fitness Center now open Saturday and Sunday, 8 a.m. to 2 p.m.; Clubhouse 1 bocce ball area doors were replaced and painted, shuffleboard room doors were replaced and painted, tile near the Pool 1 entrance and billiard area was re-grouted; billiard table felt was replaced and one cushion was replaced and a second billiard table was re-leveled; Clubhouse 2 has expanded hours to Monday through Friday, 8 a.m. to 10 p.m. with the addition of one new staff member and the sound system has been repaired; the billiards players have returned to the Performing Arts Center and have been enjoying return to play and a yoga class has been offered on Wednesdays with steady attendance by residents; Clubhouse 5 is fully operational with the addition of two new staff members and staff is currently working with electricians to have additional lighting installed at Pool 5; plants have been replaced and the A/C unit in the dining room has been repaired at Clubhouse 6; Clubhouse 7 is now open on Sunday evenings and taking reservations for Monday through Fridays, 8 a.m. to 5 p.m. and Sunday, 8 a.m. to 10 p.m. all due to the addition of three staff members; Pool 1 is currently closed for approximately 6-8 weeks for maintenance and renovations, including locker room maintenance and new plastering (painting/power washing/tile replacement); Pool 2 will be the next to close with all pool maintenance expected to be completed by May 27; a full schedule of approximate pool closure dates is listed on the Laguna Woods Village website under Amenities/Fitness and Sports/Swimming; the Equestrian Center waitlist has been reduced by approximately 10 this month with adding additional clients to lesson program; two new horses are on trial for the lesson program and one more will be arriving this month; Murphy (horse with degenerative disease that could not work) has retired to Hoofs and Woofs rescue by way of generous donations directly to the rescue for his care; Help the Herd will host the Sound Bath Meditation fundraiser on October 14 and this second phase of the Help the Herd Fund has successfully raised over \$20,000 for the Equestrian Center approved projects this year; the Library held its first Volunteer Appreciation Party in three years showcasing the last 12 months of achievements by 63 volunteers which included greeting 29,845 visitors, checking in/out 26,242 cataloged items; shelving of 39,635 items; purchasing 511 new items; addition of 413 donated items and labeling/shelving of countless paperbacks, magazines, music CDs, puzzles and World Language books.

Mr. McCray stated golf maintenance completed fall maintenance including aerification and planting winter grass; some irrigation issues are being addressed; an email was sent to all

golfers regarding knotweed infestation in areas of the 27-hole course as staff needed to kill off those areas and will be planting new grass once seeds are deemed dead; the driving range project is scheduled to begin in March, 2023 and will include a 5-foot fence to be installed next week which will result in a temporary closure while the fence is being installed; some new staff will need to be hired that have a current spraying license; held short game clinic which was very successful; week two of the Silver Tees program which includes teaching those new golfers how to interact on the golf course, how to book tee times, fit in with pace of play, cart etiquette, etc. hosted approximately 12 attendees.

Ms. Murphy stated the Garden Center team will host a worm farming training class for \$15 each at Clubhouse 7 on October 14, 1 to 3 p.m.; the Equestrian Center free Halloween Hoedown will be hosted on October 22, 4 to 7 p.m. in conjunction with the Garden Center scarecrow contest from 3 to 5 p.m. and both events will have trick-or-treating for all who attend; the Village Bazaar will be hosted at Clubhouse 5 on October 22, 10 a.m. to 2 p.m.; Clubhouse 5 will host Oktoberfest on October 24 at 5 p.m. and tickets may be purchased for \$25 at the Clubhouse 5 office; the Arts and Crafts Bonanza will be held at Clubhouse 4 on Saturday, November 5, 9 a.m. to 4 p.m. and Sunday, November 6, 10 a.m. to 3 p.m.; the Thanksgiving buffet will be held at both Clubhouse 2 and Clubhouse 5 at 1 p.m. and tickets go on sale next Thursday, October 27; the Performing Arts Center will host five individual acts for a festive New Year's Eve event at 7:30 p.m. and tickets are on sale now at the box office.

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

Members were called to speak regarding the following: lane lines; pool hours at clubhouse 5; Emeritus classes offered at two different pools instead of classes held at one pool, one after another; a club fair to promote clubs.

Ms. Murphy stated the Recreation Department has planned a club expo in May, 2023 and will inform the resident member.

Staff was directed to follow up on the pool comments from the resident member.

### **CONSENT**

Director Bhada made a motion to approve the consent calendar, Director Casey seconded.

Motion passed unanimously.

### **REPORTS**

None

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

**Saddleback Church Club Request for Exception to Clubhouse Holiday Hours** – Ms. Murphy read the recommendation regarding the Saddleback Church Club request for an exception to Clubhouse Holiday Hours, resolution 90-20-19.

Director Casey made a motion to approve Saddleback church exception to Clubhouse Holiday Hours for one service only on January 1, 2023 and to include all additional costs.

Chair Horton amended the motion to state to approve all church exception to Clubhouse Holiday Hours for one service only on January 1, 2023 and to include all additional costs, Director Milliman seconded.

Discussion ensued.

Members were called to speak regarding the following: the church is willing to make it one service for this day and will pay the additional fees; charging the church full cost.

Motion passed unanimously.

Staff was directed to change policy for future January 1 religious club scheduling conflicts.

**Equestrian Center Operating Rules** – The staff recommendation of the amended Recreation and Special Events Department Equestrian Center Operating Rules was presented.

Director Bhada made a motion to approve the amended Equestrian Center Operating Rules as presented, Director Rothberg seconded.

Discussion ensued.

Members were called to speak regarding the following: clarification of visiting hours.

Motion passed unanimously.

**Equestrian Center Horse Boarding Agreement** – The staff recommendation of the Horse Boarding Agreement was presented.

Director Casey made a motion to approve the Horse Boarding Agreement as presented, Director Milliman seconded.

Discussion ensued.

Motion passed unanimously.

### **ITEMS FOR FUTURE AGENDAS**

**Facility Operating Rules**– Staff was directed to keep this item under Items for Future Agendas.

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

**Poster Policy Review** – Staff was directed to bring this item to the Community Activities Committee on November 10, 2022.

### **CONCLUDING BUSINESS**

#### **Committee Member Comments**

Advisor Gidwani thanked Recreation staff for doing a wonderful job of contracts and operating rules for Equestrian Center. Chair Horton thanked President Carpenter and the Equestrian Supervisor for their contribution.

Director Rothberg stated Happy Halloween.

Director Casey stated great meeting.

Director Milliman stated great meeting.

Director Bhada stated great meeting.

Director Addington welcomed Ms. Giglio, thanked President Carpenter for contribution to the Equestrian contract information and thanked staff. She stated great meeting and thanked the audience for being receptive.

Chair Horton stated good meeting and thank you.

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

The next regular meeting of the GRF Community Activities Committee will be held both in the board room and virtually via the Zoom platform at 1:30 p.m. on Thursday, November 10, 2022.

#### **Adjournment**

There being no further business, the Chair adjourned the meeting at 2:46 p.m.

\_\_\_\_*Yvonne Horton*\_\_\_\_

Yvonne Horton, Chair

**Golden Rain Foundation of Laguna Woods  
Proforma Recreation Services Summary of Operations  
9/30/2022**

	Admin	Aquatics/Fitness	Bar Services	Clubhouses	Equestrian	Garden Centers	Golf	PAC	YTD ACTUAL	YTD BUDGET	VAR\$ B/(W)
<b>Non-Assessment Revenues:</b>											
Golf Green Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$1,380,450	\$0	\$1,380,450	\$1,201,482	\$178,968
Golf Operations	0	0	0	0	0	0	279,843	0	279,843	267,720	12,123
Merchandise Sales	0	138	41,010	0	0	0	258,323	0	299,471	218,187	81,284
Clubhouse Rentals and Event Fees	5,404	695	0	133,652	22,471	610	11,498	228,986	403,315	467,436	(64,121)
Rentals	0	0	0	(25)	0	43,806	40,930	0	84,711	83,547	1,164
Fees and Charges for Services to Residents	0	0	0	0	0	0	0	298	298	0	298
Miscellaneous	53,284	82,958	0	56,711	125,794	0	56	5,537	324,340	302,101	22,239
<b>Total Non-Assessment Revenue</b>	<b>58,688</b>	<b>83,791</b>	<b>41,010</b>	<b>190,338</b>	<b>148,265</b>	<b>44,416</b>	<b>1,971,100</b>	<b>234,821</b>	<b>2,772,427</b>	<b>2,540,473</b>	<b>231,954</b>
<b>Expenses:</b>											
Employee Compensation	553,701	304,647	10,363	471,033	217,008	52,256	1,194,178	194,112	2,997,299	3,008,586	11,287
Expenses Related to Employee Compensation	142,861	103,926	3,156	138,702	44,401	20,331	456,088	49,179	958,645	1,039,212	80,568
Materials and Supplies	4,742	97,074	0	87,514	126,189	15,368	167,272	10,803	508,962	463,102	(45,860)
Cost of Goods Sold	0	0	16,857	0	0	0	183,100	0	199,957	125,838	(74,119)
Community Events	16,053	5,884	0	75,515	4,480	967	255	163,462	266,615	325,731	59,116
Utilities and Telephone	541	159,138	0	487,973	17,309	57,375	559,185	95,694	1,377,216	1,094,336	(282,880)
Equipment Rental	0	19,244	0	0	0	0	40,350	0	59,594	55,017	(4,577)
Outside Services	47,042	466,090	93	25,535	10,352	955	188,136	16,717	754,920	625,419	(129,501)
Repairs and Maintenance	0	7,670	0	17,490	11,451	0	17,437	2,312	56,362	71,093	14,732
Other Operating Expense	25,209	3,614	0	14,124	688	447	13,524	2,265	59,872	86,358	26,486
Property and Sales Tax	43	10	2,950	212	28	102	19,384	25	22,753	14,129	(8,624)
<b>Total Expenses</b>	<b>790,193</b>	<b>1,167,298</b>	<b>33,420</b>	<b>1,318,097</b>	<b>431,906</b>	<b>147,802</b>	<b>2,838,908</b>	<b>534,570</b>	<b>7,262,195</b>	<b>6,908,821</b>	<b>(353,374)</b>
<b>Net Cost (before allocations)</b>	<b>\$731,506</b>	<b>\$1,083,507</b>	<b>(\$7,590)</b>	<b>\$1,127,759</b>	<b>\$283,641</b>	<b>\$103,386</b>	<b>\$867,809</b>	<b>\$299,750</b>	<b>\$4,489,767</b>	<b>\$4,368,348</b>	<b>(\$121,419)</b>
Allocated To Departments	(508,140)	0	0	(30,260)	0	0	0	0	(538,400)	(469,458)	68,942
Allocated From Departments	204,064	124,657	9,074	477,468	43,721	5,937	102,900	80,826	1,048,646	1,086,510	37,864
<b>Net Cost</b>	<b>\$427,430</b>	<b>\$1,208,164</b>	<b>\$1,484</b>	<b>\$1,574,967</b>	<b>\$327,362</b>	<b>\$109,323</b>	<b>\$970,708</b>	<b>\$380,576</b>	<b>\$5,000,014</b>	<b>\$4,985,401</b>	<b>(\$14,613)</b>





## UPCOMING EVENTS

- Nov 11:** Veterans Day, Clubhouse 2, 10 a.m.
- Nov 21:** Monday Movie, *Spencer*, PAC, 2 p.m.
- Nov 24:** Thanksgiving Buffet, Clubhouse 5 and Clubhouse 2, 1 p.m. (SOLD OUT)
- Dec 2:** Volunteer Luncheon, Clubhouse 5, 11:30 a.m.
- Dec 3:** Village Tree Lighting, Clubhouse 1, TBD
- Dec 25:** Christmas Buffet, Clubhouse 5, 1 p.m.
- Dec 31:** New Year's Eve Concert, Performing Arts Center, 7:30 p.m.
- Dec 31:** Rockin' New Year's Eve, Clubhouse 5, 6:30 p.m.
- Jan 9:** College Football National Championship, Clubhouse 5, 5 p.m.
- Jan 16:** Monday Movie, *TBD*, PAC, 2 p.m.
- Jan 23:** Monthly Dinner, Clubhouse 5, 5 p.m.
- Jan 28:** Village Bazaar, Clubhouse 5, 10 a.m.

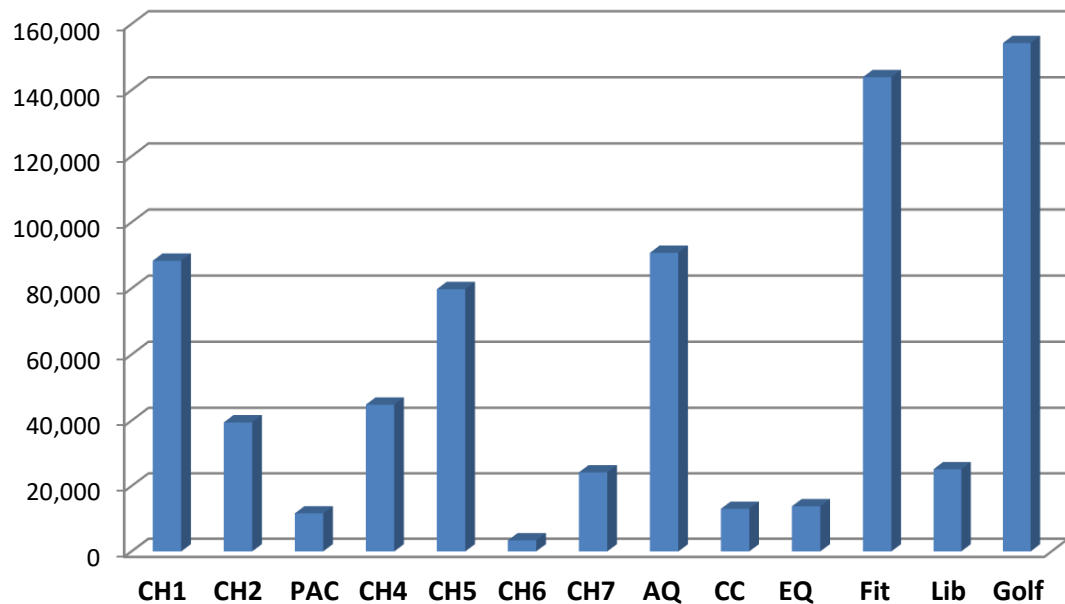


Santa is coming! The Village Tree Lighting will be held at Clubhouse 1 on Saturday, December 3 at 5:30 p.m. with Santa turning on the switch. Complimentary hot cocoa and cookies will be provided.

## EXCITING NEWS

Congratulations to the Maintenance and Construction team of Cindy Chevalier, Nicole Cruz and Sandra Spencer, winners of the VMS 2022 Halloween Costume Contest! They will receive lunch and the coveted candy trophy!

### Facility Usage (2022 YTD)



## FEATURED PROGRAM

Ring in the New Year at the Performing Arts Center with five incredible acts including a Temptations tribute, comedy pianist, magician, celebrity impersonator and classic songs from the 40s and 50s all starting at 7:30 p.m. Clubhouse 5 will host Stone Soul for a fun night of dinner and dancing starting at 6:30 p.m. and includes complimentary champagne served from 9 p.m. to midnight.

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## STAFF REPORT

**DATE:** November 10, 2022  
**FOR:** Community Activities Committee  
**SUBJECT:** 2023 Aquadettes Billing

### **RECOMMENDATION**

Review and recommend a fixed dollar amount for the 2023 Aqua Follies Water Show.

### **BACKGROUND**

The Aquadettes are a community club who offer an annual Aqua Follies Water Show (synchronized swimming) at Pool 1. The show takes place over the course of three days in the summer months. The Aquadettes have been performing for Village residents for more than 55 years.

### **DISCUSSION**

The 2023 Aqua Follies Water Show is slated for August 10 through 12.

Due to the nature of the show, alternative accommodations are needed to host an event at Pool 1. Rental chairs (attachment 1) for audience seating are setup around the perimeter of the pool and lifeguard services are needed during rehearsals and shows. Laborers are required for setup and breakdown of the risers and chairs and facility staff sell show tickets at Recreation offices.

On June 29, 2017 the Aquadettes received approval for the fixed dollar amount of \$1,250 for services rendered; GRF endorsement (attachment 2). On December 9, 2021 Community Activities Committee reviewed the fixed dollar amount and advised staff to proceed with the 2022 show at the same cost due to prior shows being canceled during Covid. Staff was directed to resubmit a fee review at the conclusion of the 2022 Aqua Follies Water Show.

### **FINANCIAL ANALYSIS**

The cost to support the 2022 show was \$5,135. GRF waived \$3,885 in event expenses. Staff estimates a total cost of \$5,181 for 2023 services and equipment rentals; an increase of approximately \$46. At \$15 per ticket, the Aquadettes club would need to sell 345 total tickets to cover the 2023 estimated service and equipment fees.

The 2023 Business Plan does not include an allocation for the Aqua Follies show in 2023.

<b>2022 Fees</b>					<b>2023 Estimated Cost</b>	
<b>Date</b>	<b>Staffing</b>	<b>Hours Worked</b>	<b>Staffing Cost Per Hour</b>	<b>Staffing Fee</b>	<b>Staffing Cost Per Hour</b>	<b>Staffing Fee</b>
9/6	(5) Recreation Leader	34	\$30	\$1,020	\$31 per hour	\$1,054
9/6	(1) General Maintenance Worker	8	\$39	\$312	\$38 per hour	\$304
9/12	(5) Recreation Leader	40	\$30	\$1,200	\$31 per hour	\$1,240
9/12	(1) General Maintenance Worker	8	\$39	\$312	\$38 per hour	\$304
<b>2022 Additional Fees</b>					<b>2023 Additional Fees</b>	

<b>2022 Fees</b>				<b>2023 Estimated Cost</b>	
Premier Lifeguards	25	\$28	\$700	\$28 per hour	\$700
Pool Maintenance Staff	12	\$39	\$468	\$38 per hour	\$456
Administrative Assistance - Ticket Sales (Recreation offices)			N/A		N/A
Apex Chair Rentals			\$1,123.30	\$1,123.30 (estimate)	
			<b>TOTAL</b>	\$5,135.30	\$5,181.30

**Prepared By:** Jennifer Murphy, Recreation Manager

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

**Committee Routing:** Finance Committee

**ATTACHMENT(S)**

Attachment 1 - 2022 Apex Tent & Party Invoice  
 Attachment 2 - GRF 2017 endorsement

Attachment 1

Remit To: <div style="border: 1px solid black; padding: 5px;">                     APEX TENT &amp; PARTY                      2765 Dow Ave                      Tustin, CA 92780                      www.apextentandparty.com                 </div>	<h2 style="margin: 0;">Invoice</h2> <table border="1" style="margin: 10px auto; border-collapse: collapse;"> <tr> <td style="padding: 5px;">Closed</td> <td style="padding: 5px;">Invoice#</td> </tr> <tr> <td style="padding: 5px;">Mon 9/12/2022</td> <td style="padding: 5px;">31994</td> </tr> </table>	Closed	Invoice#	Mon 9/12/2022	31994
Closed	Invoice#				
Mon 9/12/2022	31994				

Bill to:	Customer #: 10774					
<div style="border: 1px solid black; padding: 5px;">                     GOLDEN RAIN FOUNDATION                      24351 EL TORO RD                       LAGUNA WOODS, CA 92637                 </div>		Date Out Wed 9/ 7/2022				
		<table border="1" style="margin: 10px auto; border-collapse: collapse;"> <tr> <td style="padding: 5px;">Terms</td> <td style="padding: 5px;">Aging Date</td> </tr> <tr> <td style="padding: 5px;">Due upon receipt</td> <td style="padding: 5px;">Mon 9/12/2022</td> </tr> </table>	Terms	Aging Date	Due upon receipt	Mon 9/12/2022
Terms	Aging Date					
Due upon receipt	Mon 9/12/2022					

**Ordered By: TED**

Qty	Items	Disc%	Each	Price
300	WHITE RESIN CHAIR W/PAD SEAT ALL CHAIRS MUST BE COVERED WITH CHAIR BAGS FOR DRIVER ON PICK UP		\$2.90	\$870.00
1	DELIVERY / PICK UP FEE  <small>Note about Regular Delivery Charge: Please note, that this is for a NON-Time Specific delivery window and will be subject to our truck and route availability on the day of your delivery, and will be subject to delivery anywhere from 8 am to 5pm, Monday through Saturday. The time frames will also be subject to delays despite our best effort to estimate our time of arrival on the day of delivery. If you require a Time Specific, or Time-Window Specific delivery option, please make sure to request this from your Rental Consultant/Sales Person and they will update your contract and inform you of the additional fees accordingly.</small>		\$175.00	\$175.00

<b>Delivery Wed 9/ 7/2022</b> TED CLUBHOUSE 1 24232 CALLE ARGON LAGUNA WOODS  DEL 10 AM P/U 9-5	<b>Pickup Mon 9/12/2022</b> TED CLUBHOUSE 1 24232 CALLE ARGON LAGUNA WOODS
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Payment Due upon receipt  
**Please pay from this invoice.**

Rental and Sales:	CA BUS CHG:	No Tax:	
\$1,045.00	\$78.30	\$0.00	
<b>Total Amount:</b>	<b>\$1,123.30</b>	<b>Total Paid</b>	<b>\$0.00</b>
		<b>Total Due</b>	<b>\$1,123.30</b>

Attachment 2

Golden Rain Foundation  
Community Activities Committee Meeting  
June 29, 2017

ENDORSEMENT (to GRF)

**Aquadettes 2017 Annual Aqua Follies Water Show**

The Committee discussed the Aquadettes' request for a fixed dollar amount of \$1250 for set up including chairs, lifeguards, ticket sales at the recreation office or clubhouses, and allowance for non-resident spectators whose attendance is arranged prior to the performance.

Director Milliman motioned to approve the Aquadettes' request for a fixed dollar amount of \$1250 for their Annual Aqua Follies Water Show. Director Rothberg seconded.

Motion carried unanimously.