



OPEN MEETING

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

**Thursday, March 9, 2023 – 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 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 January 12, 2023
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. Golf Greens Committee Update
11. Events and Activities Cost Recovery (formerly Activity Fees under Items for Future Agendas)

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

12. Donation of Baby Grand Piano for Clubhouse 7
13. Donation of Lathe Machine for Clubhouse 4 Woodshop
14. Equestrian Care Services Fees

Items for Future Agendas:

- Facility Operating Rules/Poster Policy Review
- Performing Arts Center Rental Fees
- Garden Center Visiting Hours

Concluding Business:

- Committee Member Comments
- Date of Next Meeting: Thursday, April 13, 2023 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, Staff Officer
Telephone: 597-4270

OPEN MEETING

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

Thursday, January 12, 2023 – 1:30 p.m.
Board Room/Virtual Meeting

MEMBERS PRESENT: Yvonne Horton, Chair, Elsie Addington, Maggie Blackwell, Cush Bhada, Mark Laws, Sue Stephens, Jules Zalon, Ajit Gidwani, Dennis Boudreau

MEMBERS ABSENT: Pearl Lee, Diane Casey, Frank Stern, excused

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

STAFF PRESENT: Alison Giglio, Jennifer Murphy, Jackie Chioni

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

Director Laws made a motion to approve the agenda. Director Addington seconded.

Motion passed unanimously.

Approval of Committee Report for December 8, 2022

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

Motion passed unanimously.

Chair's Remarks

Chair Horton stated she is pleased to see all in attendance.

Report of the Recreation and Special Events Director

Ms. Giglio welcomed all in attendance. Ms. Giglio stated the following operational updates: Recreation and Maintenance & Construction will be conducting walk-throughs of all the

Recreation facilities; the Performing Arts Center supervisor has resigned and Human Resources will open internal recruitment while staff strives to maintain current service levels; ushers are needed for Performing Arts Center events; the Clubhouse 1 fireplace has been repaired and the drop-in lounge replacement door is on order; the Clubhouse 4 kiln room ceiling collapsed and is under review for repair; the Clubhouse 4 Photo Lab has recently been calibrated to the national standard for inkjet printers thanks to a Camera Club member; the Clubhouse 5 Christmas buffet and Rockin' New Year's Eve events were well received with approximately 300 in attendance at both events; Maintenance & Construction removed tree roots and the lines have been epoxy lined to prevent further backups at Pool 5; new plants have been replanted along the Clubhouse 5 walkway; Pool 2 maintenance is almost complete and Pool 4 will be closing on Tuesday, January 24 for annual maintenance; all pool maintenance is scheduled to be completed by May 27; the Fitness Centers are utilizing barcode memberships for entry and digital waivers are being signed; the second session of the Silver Tees golf education program was a great success with another session to be planned once the rain ends; Golf merchandise sales was increased in 2022; the Driving Range project is scheduled to begin soon which will necessitate the closure of the Range, but nets will be installed to allow for restricted activity; thank you to the new Golf shop coordinators for their valuable additions to the supervision of the Golf operation; the copious amount of rain has aided in the flushing of salts from the greens; staff is developing a plan to improve the sand traps around the course that will require closure of a few bunkers per month until the project is complete; Library checkouts doubled last month as a result of the special display and Globe articles highlighting Village Authors; the 2022 Library summary includes 69 Volunteers who worked 9,352 hours to support 31,453 visitors of which 482 of those visitors were added to the catalogue as members, 40,200 items were checked out and shelved and 901 items were added to the catalogue in which 507 were purchased and 494 were donated. Kudos to the Library volunteers who worked diligently to provide this service to our residents.

Ms. Giglio stated the following past events: the Santa Paws event at the Equestrian Center in December hosted over 100 attendees and raised \$845 by Help the Herd which is a campaign of the Village Community Fund.

Ms. Murphy stated the following upcoming events: the free monthly movie at the Performing Arts Center, *Jerry and Margo Go Large*, will be hosted on January 16 at 2 p.m.; the brisket dinner will be hosted at Clubhouse 5 on January 23 at 5 p.m.; Clubhouse 1 will host Paint and Pour on January 16 from 6 to 8 p.m.; the Village Bazaar will be hosted at Clubhouse 5 on January 28, 10 a.m. to 2 p.m.; Clubhouse 5 will host the Big Game on Sunday, February 12 at 2:30 p.m.; the annual Valentine's Day dinner will be hosted at Clubhouse 5 on February 14 at 5:30 p.m.; Clubhouse 5 will host the Saturday Night Dance on February 25 at 6:30 p.m.

Member Comments (Items Not on the Agenda)

A member was called to speak regarding the change in hours of one pool to be open later as only Pool 4 is open until 9 p.m. and the cleanliness of the hot pool at Pool 4.

Chair Horton stated we are on winter hours and may be open later when summer hours are reinstated. She directed staff to address the cleanliness of the hot pool at Pool 4.

Ms. Murphy stated summer hours allow for one pool to be open until 9 p.m. and another pool to be open until 10 p.m.

CONSENT

Director Blackwell made a motion to approve the consent calendar. Director Stephens seconded.

Motion passed unanimously.

REPORTS

Golf Greens Committee Update - Director Blackwell stated thank you for restoring the committee as it is crucial to golfers. Director Blackwell stated the following update: golfers are being given relief from tree roots to protect golfers from injury; a new drop zone on hole 2, course 2 was implemented to improve the pace of play; a new dress code is being discussed for 2023; new computer program has been installed for entering golf scores; golf carts are restricted to golf paths during wet conditions which aids in the better health of the fairways.

Discussion ensued.

Clubhouse 1 Renovation Ad Hoc Committee Update - Director Addington stated the purpose of this report is to convey updates for the Clubhouse 1 Renovation Ad Hoc Committee. Committee meetings will be held soon after visiting the approved consultant overseeing this beautification. This total project will be presented to all boards for approval, then to corporate members for approval.

ITEMS FOR DISCUSSION AND CONSIDERATION

Donation of Printing Press and Mat Cutter for Clubhouse 4 Art Room - Director Bhada made a motion to accept the donation of printing press and mat cutter for Clubhouse 4 Art room with GRF to absorb maintenance costs. Director Blackwell seconded.

Discussion ensued.

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

Donation of Longarm Quilting Machine for Clubhouse 4 Sewing Classroom - Director Blackwell made a motion to accept the donation of longarm quilting machine for Clubhouse 4 Sewing classroom with GRF to absorb maintenance costs. Director Zalon seconded.

Member was called to speak regarding the number of quilts produced for donation and the long arm quilting machine would allow for more quilts to be produced for donations.

Discussion ensued.

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

Donation of Baby Grand Piano for Clubhouse 7 - Chair Horton stated the concern as to which party is to incur moving and maintenance costs.

Members were called to speak regarding the testing of the Clubhouse 7 electric piano as there have been complaints from users; status of current Clubhouse 7 electric piano if Baby Grand is accepted.

Director Addington made a motion to postpone the vote of the donation of Baby Grand Piano for Clubhouse 7 until the inspection by a qualified vendor is complete. Director Stephens seconded.

Motion passed by a vote of 5-3. Director Laws, Director Stephens and Director Bhada opposed.

Staff was directed to use a certified piano tuner for the inspection.

Art Association Request for Whale Project Mounting - Director Addington made a motion to accept the Art Association request for the whale project mounting in the Clubhouse 4 lounge. Director Blackwell seconded.

Member was called to speak regarding the request being to mount the project in the Art room, not the Clubhouse 4 lounge. Staff recommended this project as better suited for the Clubhouse 4 lounge for all to view.

Discussion ensued.

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

ITEMS FOR FUTURE AGENDAS

Poster Policy Review - Staff was directed to keep this item under 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.

Activity Fees - Staff was directed to keep this item under Items for Future Agendas.

Equestrian Fees - Staff was directed to keep this item under Items for Future Agendas.

CONCLUDING BUSINESS

Committee Member Comments

Director Zalon stated it is nice to be back with the Community Activities Committee.

Director Addington stated this was a nice meeting.

Director Stephens stated Director Stern will be in attendance next month.

Advisor Gidwani thanked the committee for volunteering.

Chair Horton stated Happy New Year and thanked all for attending the meeting.

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, February 9, 2023.

Adjournment

There being no further business, the Chair adjourned the meeting at 3:16 p.m.

_____*Yvonne Horton*_____

Yvonne Horton, Chair

Golden Rain Foundation of Laguna Woods
Proforma Recreation Services Summary of Operations
12/31/2022

	Admin	Aquatics/Fitness	Bar Services	Clubhouses	Equestrian	Garden Centers	Golf	PAC	YTD ACTUAL	YTD BUDGET	VAR\$ B/(W)
Non-Assessment Revenues:											
Golf Green Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$1,777,020	\$0	\$1,777,020	\$1,602,000	\$175,020
Golf Operations	0	0	0	0	0	0	363,750	0	363,750	356,190	7,560
Merchandise Sales	0	174	54,608	0	0	0	314,534	0	369,315	290,926	78,389
Clubhouse Rentals and Event Fees	10,922	695	0	226,488	28,201	790	24,985	273,710	565,789	640,006	(74,217)
Rentals	0	0	0	(25)	0	57,799	54,430	0	112,204	111,400	804
Fees and Charges for Services to Residents	0	0	0	0	0	0	0	298	298	0	298
Miscellaneous	67,027	109,196	1,221	98,038	181,485	0	59	11,867	468,892	401,799	67,093
Total Non-Assessment Revenue	77,949	110,065	55,828	324,500	209,685	58,589	2,534,777	285,875	3,657,269	3,402,321	254,948
Expenses:											
Employee Compensation	660,210	397,317	14,240	645,538	303,131	76,814	1,586,337	279,227	3,962,812	4,024,334	61,521
Expenses Related to Employee Compensation	181,626	135,222	4,117	185,045	58,485	29,529	603,679	68,267	1,265,970	1,377,893	111,922
Materials and Supplies	5,152	133,008	0	119,409	192,421	22,129	284,626	15,661	772,406	596,217	(176,189)
Cost of Goods Sold	0	0	22,651	0	0	0	223,256	0	245,907	167,800	(78,107)
Community Events	16,269	5,884	0	130,862	8,252	2,491	255	236,260	400,272	456,081	55,809
Utilities and Telephone	751	236,028	0	689,507	22,465	74,459	674,512	124,932	1,822,654	1,448,975	(373,679)
Equipment Rental	0	25,386	0	0	0	0	62,446	0	87,832	73,369	(14,463)
Outside Services	62,261	642,109	145	41,168	18,788	1,324	247,224	26,803	1,039,822	830,645	(209,177)
Repairs and Maintenance	0	11,450	0	22,030	17,967	0	24,724	4,997	81,168	93,030	11,862
Other Operating Expense	50,384	3,913	0	19,034	1,522	546	19,564	3,076	98,039	102,260	4,221
Property and Sales Tax	86	13	3,928	423	56	205	24,230	49	28,989	19,674	(9,316)
Total Expenses	976,739	1,590,329	45,080	1,853,017	623,087	207,496	3,750,852	759,272	9,805,873	9,190,278	(615,595)
Net Cost (before allocations)	\$898,791	\$1,480,263	(\$10,748)	\$1,528,517	\$413,402	\$148,907	\$1,216,076	\$473,397	\$6,148,604	\$5,787,957	(\$360,648)
Allocated To Departments	(647,183)	0	0	(39,596)	0	0	0	0	(686,779)	(625,183)	61,596
Allocated From Departments	280,453	161,442	11,557	615,151	56,618	7,582	135,026	104,701	1,372,530	1,446,892	74,362
Net Cost	\$532,061	\$1,641,706	\$809	\$2,104,072	\$470,020	\$156,489	\$1,351,101	\$578,098	\$6,834,356	\$6,609,666	(\$224,690)

Golden Rain Foundation of Laguna Woods
Proforma Recreation Services Summary of Operations
1/31/2023

	Admin	Aquatics/Fitness	Bar Services	Clubhouses	Equestrian	Garden Centers	Golf	PAC	YTD ACTUAL	YTD BUDGET	VAR\$ B/(W)
Non-Assessment Revenues:											
Golf Green Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$105,506	\$0	\$105,506	\$145,374	(\$39,868)
Golf Operations	0	0	0	0	0	0	21,952	0	21,952	31,606	(9,654)
Merchandise Sales	0	33	4,514	0	0	0	7,042	0	11,590	30,493	(18,903)
Clubhouse Rentals and Event Fees	475	0	0	28,069	0	0	1,917	22,679	53,141	48,673	4,468
Rentals	0	0	0	0	0	5,254	5,250	0	10,504	10,783	(279)
Miscellaneous	3,755	11,900	850	15,177	809	0	13	74	32,577	42,835	(10,258)
Total Non-Assessment Revenue	4,230	11,933	5,364	43,247	809	5,254	141,680	22,753	235,270	309,764	(74,494)
Expenses:											
Employee Compensation	101,139	28,978	1,265	59,191	26,671	7,800	114,094	28,308	367,447	339,932	(27,515)
Expenses Related to Employee Compensation	18,192	10,029	320	17,676	5,033	3,248	47,852	8,359	110,708	132,330	21,622
Materials and Supplies	78	3,574	0	3,130	6,106	1,104	14,437	346	28,775	79,933	51,158
Cost of Goods Sold	0	0	2,352	0	0	0	5,323	0	7,675	18,691	11,016
Community Events	8,020	170	0	585	0	0	0	592	9,367	20,736	11,369
Utilities and Telephone	47	49,980	0	66,014	1,299	3,454	24,930	16,988	162,713	98,471	(64,242)
Equipment Rental	0	2,047	0	0	0	0	3,664	0	5,711	9,362	3,651
Outside Services	1,553	13,898	10	1,852	108	297	18,220	1,658	37,596	65,854	28,258
Repairs and Maintenance	0	982	0	399	509	0	1,206	80	3,175	5,508	2,333
Other Operating Expense	6,413	30	0	1,271	0	19	507	0	8,239	10,510	2,272
Property and Sales Tax	0	2	325	0	0	0	507	0	834	2,349	1,515
Total Expenses	135,443	109,691	4,272	150,117	39,726	15,921	230,739	56,330	742,240	783,677	41,437
Net Cost (before allocations)	\$131,213	\$97,758	(\$1,093)	\$106,870	\$38,918	\$10,667	\$89,058	\$33,577	\$506,970	\$473,913	(\$33,057)
Allocated To Departments	(81,244)	0	0	(3,284)	0	0	0	0	(84,528)	(44,496)	40,032
Allocated From Departments	23,465	12,290	1,451	69,991	5,386	381	13,711	10,140	136,814	120,663	(16,152)
Net Cost	(\$7,811)	\$110,048	\$358	\$170,294	\$44,304	\$11,048	\$102,769	\$43,717	\$474,727	\$505,582	\$30,855

Recreation Dashboard

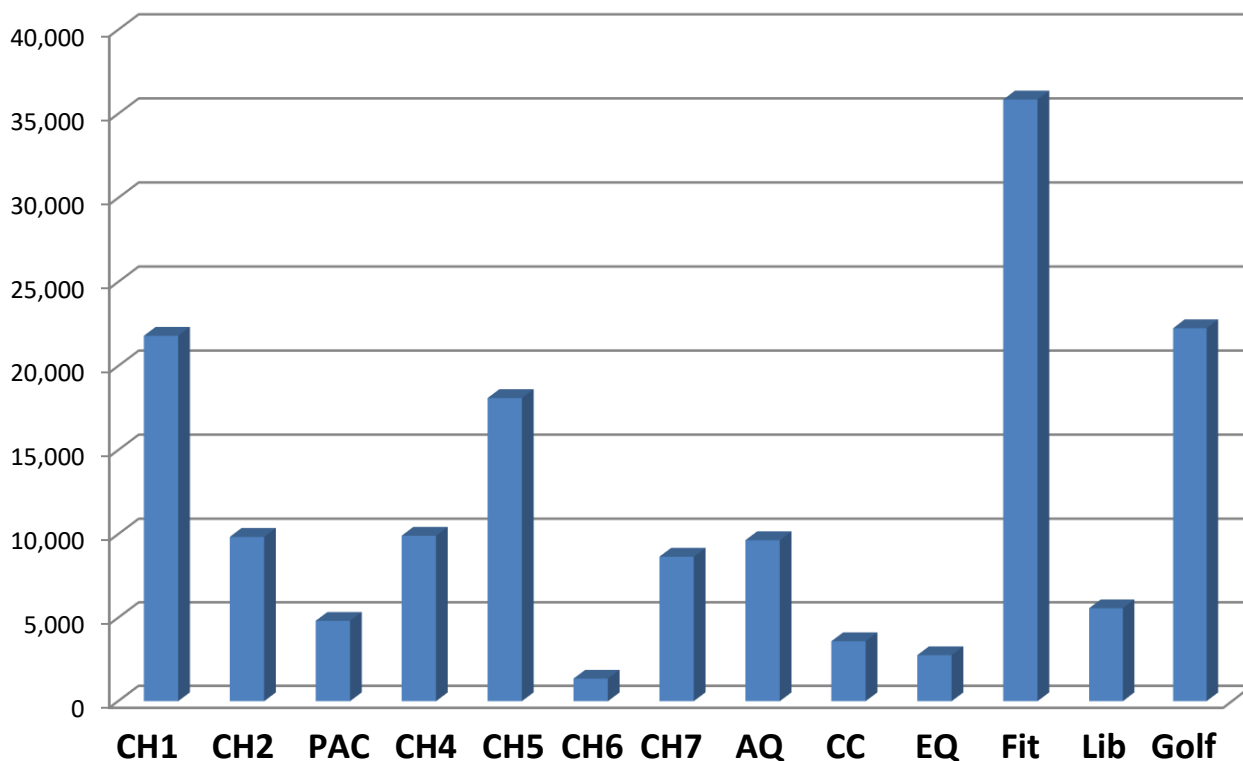
UPCOMING EVENTS

- Mar 17:** St. Patrick's Day Dinner, Clubhouse 5, 5:00 p.m.
- Mar 20:** Monday Movie, *Amsterdam*, PAC, 2 p.m.
- Mar 25:** Health and Wellness Expo, Clubhouse 5, 10 a.m.
- Apr 1:** Village Bazaar, Clubhouse 5, 10 a.m.
- Apr 5:** Afternoon Tea, Clubhouse 7, 2:30 p.m.
- Apr 8:** Easter at the Equestrian, Equestrian Center, 9 a.m.
- Apr 9:** Easter Dinner, Clubhouse 5, 1 p.m.
- Apr 10:** Village Games begin
- Apr 17:** Monday Movie, *Ticket to Paradise*, PAC, 2 p.m.
- May 6:** Tony Orlando Show, PAC, 7:30 p.m.
- May 14:** Mother's Day Buffet, Clubhouse 5, 1 p.m.
- May 15:** Monday Movie, *Elsa & Fred*, PAC, 2 p.m.
- May 18:** Club Expo, Clubhouse 5, 10 a.m.



The Health and Wellness Expo will be held on Saturday, March 25 at Clubhouse 5 from 10 a.m. to 2 p.m. This event hosts several vendors, free lunch for the first 500 attendees, prizes and lots of goodies!

Facility Usage (2023 YTD)



FEATURED PROGRAM

Tony Orlando is performing at the Performing Arts Center on Saturday, May 6 at 7:30 p.m. Please purchase your tickets at the box office or online.

2023 Events - Free

	Date	Event	Location
January			
Monday, January 9, 2023		National Championship	CH5
Monday, January 16, 2023		Monday Movies	PAC
February			
Sunday, February 12, 2023		The Big Game (Super Bowl)	CH5
Monday, February 20, 2023		Monday Movies	PAC
March			
Monday, March 20, 2023		Monday Movies	PAC
Saturday, March 25, 2023		Health & Wellness Expo	CH5
April			
Saturday, April 8, 2023		Easter at the Equestrian Center	EQ
Monday, April 17, 2023		Monday Movies	PAC
May			
Monday, May 15, 2023		Monday Movies	PAC
Thursday, May 18, 2023		Club Expo	CH5
Monday, May 29, 2023		Memorial Day Concert/Event	PAC
June			
Monday, June 19, 2023		Monday Movies	PAC
Monday, June 26, 2023		Monday Movies	PAC
July			
Tuesday, July 4, 2023		Fourth of July Event (Golf Cart Parade)	CH2
Saturday, July 15, 2023		Farmers Market	GC1
Monday, July 17, 2023		Monday Movies	PAC
Sunday, July 24, 2022		Monday Movies	PAC
August			
Monday, August 14, 2023		Monday Movies	PAC
Monday, August 21, 2023		Monday Movies	PAC
September			
Monday, September 18, 2023		Monday Movies	PAC
Saturday, September 23, 2023		International Peace Festival	CH2
October			
Saturday, October 7, 2023		Health & Wellness Expo	CH5
Monday, October 16, 2023		Monday Movies	PAC
Tuesday, October 31, 2023		Halloween Golf Cart Parade	Various
November			
Saturday, November 11, 2023		Veterans Day Event	CH2
Monday, November 20, 2023		Monday Movies	PAC
December			
Friday, December 1, 2023		Volunteer Luncheon	CH5
Saturday, December 2, 2023		Village Tree Lighting (Golf Cart Parade)	CH1
Monday, December 18, 2023		Monday Movies	PAC

2023 Events - Fee Based

	Date	Event	Location
January			
Monday, January 23, 2023		Brisket Dinner / Monthly Dinner	CH5
Saturday, January 28, 2023		Village Bazaar	CH5
February			
Tuesday, February 14, 2023		Valentine's Dinner Dance / Monthly Dinner	CH5
Saturday, February 25, 2023		Saturday Night Dance	CH5
March			
Friday, March 17, 2023		St. Patrick's Day / Monthly Dinner	CH5
April			
Saturday, April 1, 2023		Village Bazaar	CH5
Wednesday, April 5, 2023		Afternoon Tea	CH7
Sunday, April 9, 2023		Easter Buffet / Monthly Dinner	CH5
April 10 - May 4		Village Games	Various
May			
Saturday, May 6, 2023		Tony Orlando Show	PAC
Saturday, May 6, 2023		Kentucky Derby	CH1
Sunday, May 14, 2023		Mother's Day / Monthly Dinner	CH5
Saturday, May 20, 2023		Village Renaissance Faire	EQ
June			
Thursday, June 1, 2023		Patio Concert	CH1
Saturday, June 3, 2023		Art Affair	CH2
Friday, June 16, 2023		Splash Days	Pool 2
Sunday, June 18, 2023		Father's Day /Monthly Dinner	CH5
Tuesday, June 20, 2023		90s Luncheon	CH5
July			
Friday, July 21, 2023		Splash Days	Pool 2
Monday, July 24, 2023		Themed / Monthly Dinner	CH5
August			
Thursday, August 3, 2023		Patio Concert	CH1
Friday, August 18, 2023		Splash Days	Pool 2
Monday, August 28, 2023		Themed / Monthly Dinner	CH5
September			
Wednesday, September 6, 2023		Fall Afternoon Tea	CH7
Saturday, September 9, 2023		The Fifth Dimension Show	PAC
Saturday, September 9, 2023		GFD Indoor Bounce	CH5
Monday, September 18, 2023		Themed / Monthly Dinner	CH5
Saturday, September 30, 2023		Outdoor concert	CH2
October			
Saturday, October 14, 2023		Halloween Hoedown	EQ
Monday, October 23, 2023		Themed / Monthly Dinner	CH5
Saturday, October 28, 2023		Village Bazaar	CH5
November			
Saturday, November 4, 2023		Village Bonanza	CH4
Sunday, November 5, 2023		Village Bonanza	CH4
Thursday, November 23, 2023		Thanksgiving / Monthly Dinner	CH5/CH2
December			
Monday, December 25, 2023		Christmas Buffet / Monthly Dinner	CH5
Sunday, December 31, 2023		New Year's Eve Concert	PAC
Sunday, December 31, 2023		New Year's Eve Gala	CH5

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STAFF REPORT

DATE: March 9, 2023
FOR: Community Activities Committee
SUBJECT: Donation of Baby Grand Piano for Clubhouse 7

RECOMMENDATION

Review and recommend decline of donation of baby grand piano for Clubhouse 7 due to cost of moving and repairs/tuning.

BACKGROUND

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

DISCUSSION

A resident would like to donate a baby grand piano for use in Clubhouse 7. (Attachment 1).

At the January 12, 2023 CAC meeting, staff was directed to have the piano assessed by a professional. This professional deemed the piano in good condition and stated estimated cost of moving the piano and repairing/tuning would be \$1,500.

FINANCIAL ANALYSIS

The estimated cost would be \$1,500 to move the piano to Clubhouse 7 and repair/tune the piano.

Prepared By: Alison Giglio, Recreation and Special Events Director

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

ATTACHMENT(S)

ATT 1: Resident Donation Request

Attachment 1

Laguna Woods Village

Recreation Committee Request Form

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE RECREATION REQUESTS

Your request is important to us and will be handled accordingly. Per the policy of the Golden Rain Foundation (GRF), if your request falls outside the scope of the Recreation Department's authority, it will be forwarded to the Community Activities Committee (CAC) for review. If you are unsure whether your request falls into this category, please contact the on-site facility Supervisor or the Recreation Manager at 597-4482 in order to make that determination. CAC will then review the request and determine the proper course of action. If necessary, CAC will make a recommendation to the GRF Board of Directors for action. You will then be notified of the Committee or Board's decision. Please be patient as this process may take several months.

Print Requestor Name: _____ **Date:** 12-1-22

Print Individual, Club or Organization Name: same / individual / resident

Manor: _____ **Phone:** _____ **E-mail:** _____

Request (please check one):
☐ Change/Exception to Policy ☒ Donation ☐ Staff Time Request
☐ Equipment Request ☐ Facility Request ☐ Other: _____

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

I would like to donate a Baby Grand Piano to the Laguna Woods Recreation Department to be placed/used in any way deemed appropriate by Laguna Woods. The piano is located at my home here @ _____ The piano is available any time. The piano is in good condition & could be an excellent addition to any one of the club houses. Please call with any questions you may have. Thank you.

Requestor Signature: _____

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

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

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

PLEASE FORWARD COMPLETED REQUEST FORM TO:
Laguna Woods Village Recreation Department
P.O. Box 2220, Laguna Woods, CA 92637

STAFF REPORT

DATE: March 9, 2023
FOR: Community Activities Committee
SUBJECT: Donation of Lathe Machine for Clubhouse 4 Woodshop

RECOMMENDATION

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

BACKGROUND

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

DISCUSSION

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

FINANCIAL ANALYSIS

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

Prepared By: Alison Giglio, Recreation and Special Events Director

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

ATTACHMENT(S)

ATT 1: GRF Donation Policy
ATT 2: Resident Donation Request
ATT 3: Photo of Lathe Machine/Workbench

Attachment 1



Golden Rain Foundation | Donation Policy

I. Purpose

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

II. Donation Defined

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

III. Sponsorships Defined

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

IV. Types of Donations and Sponsorships

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

V. Consistency with GRF Interests

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

VI. Standards for Donations and Sponsorships

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

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

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

VII. Procedure for Making Donations and Sponsorships

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

complete the Donation Agreement (Attachment 1).

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

VIII. Criteria for Acceptance

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

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

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

IX. Guidelines

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

A. Flowers, shrubs and bushes

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

B. Trees

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

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

C. Signage

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

D. Benches, tables and other amenities

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

E. Buildings, structures and public art

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

X. Conditions

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

XI. Distribution of Donation and Sponsorship

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

XII. Donation Record Keeping

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

XIII. Declined Donations and Sponsorships

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

Attachment 2

Laguna Woods Village

Recreation Committee Request Form

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE RECREATION REQUESTS

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

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

Print Individual, Club or Organization Name: Wood Working Shop

Manor: _____ Phone: _____ E-mail: _____

Request (please check one):

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

Explanation:

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

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

Requestor Signature: _____

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

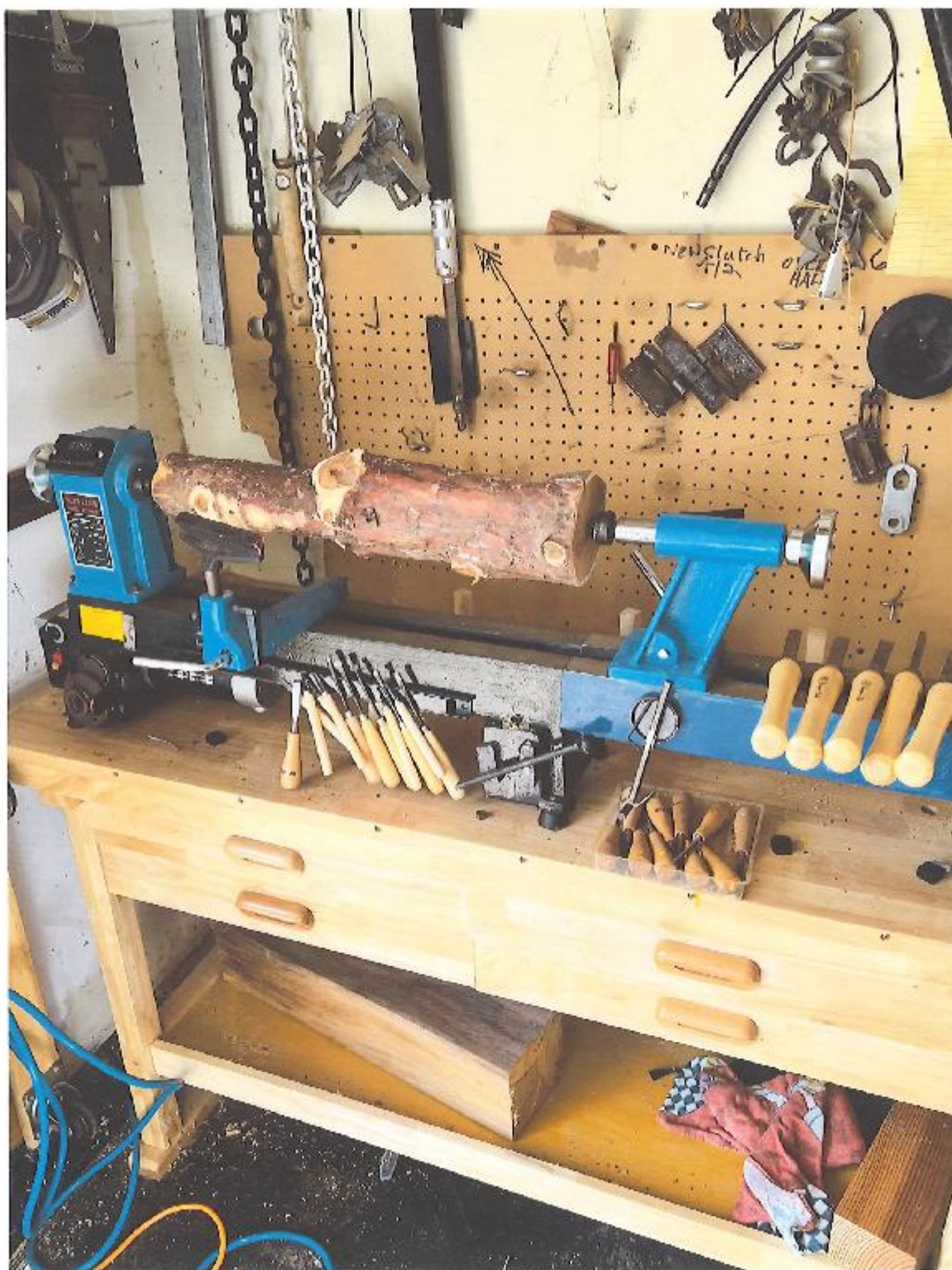
Signature	Manor #	For	Undecided	Against
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

PLEASE FORWARD COMPLETED REQUEST FORM TO:

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

Attachment 3



STAFF REPORT

DATE: March 9, 2023
FOR: Community Activities Committee
SUBJECT: Equestrian Care Services Fees

RECOMMENDATION

Review and approve staff recommendation of additional equestrian care services fees (Attachment 1).

BACKGROUND

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

DISCUSSION

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

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

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

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

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

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

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

FINANCIAL ANALYSIS

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

Prepared By: Laura Cobarruviaz, Sr. Equestrian Supervisor

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

Committee Routing: Finance Committee

ATTACHMENT(S)

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

Attachment 1

Proposed Equestrian Care Services Fees

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

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

*Fees subject to change due to current market value

Attachment 2

RESOLUTION 90-21-47

2022 EQUESTRIAN CENTER PRICING POLICY AND CHARGEABLE SERVICE FEES

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

New 2022 Proposed Equestrian Center Fees

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

*Fees subject to change due to current market value

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

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

NOW THEREFORE BE IT RESOLVED, November 2, 2021 the Board of Directors of this Corporation hereby adopts GRF Equestrian Ad Hoc Committee's recommended equestrian service fee amendments to the current Equestrian Pricing Policy Resolution 90-20-20 to be effective FY 2022; and;

RESOLVED FURTHER; that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution. November Initial Notification-28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied Director Milliman moved to approve the resolution. Director Dotson seconded the motion. There being no objections, the motion to approve the 2022 Equestrian Center Pricing Policy and Chargeable Service Fees was approved unanimously.

Attachment 3

REGIONAL PRICING ANALYSIS

Woodland Farms, San Juan Capistrano, Ca

Full Training:

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

Half Training:

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

Lay-up Training:

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

Additional Services: (Some prices may vary)

Full Grooming: \$300.00/month

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

Blanketing: \$60.00/month

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

Supplements and Medication Distribution: \$50.00

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

Body Clipping: Ponies \$185.00 Horses \$225.00

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

Supervised Care-day: \$200/mo

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

Miscellaneous Services:

Community Activities Committee
Equestrian Care Services Fees
March 9, 2023
Page 8

Daily Grooming: \$25/day

Mane Pull: \$50

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

Turnouts: \$20/day

Lunges: \$30/day

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

Home Show Fees:

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

Away Show Fees:

- **Rail Fee and Show Prep:** \$75.00/day
 - This provides coaching and training throughout the day for all of the rider's classes.
- **Professional Ride Fee:** \$75.00/day
 - This is for horses being shown by a trainer in one or more class.
- **Schooling Ride Fee:** \$30.00/day
 - This is for horses not being shown by a trainer but who require schooling rides before or between the rider's classes.
- **Grooming:** \$50.00/day + \$15.00/day tip
 - This is mandatory for all riders competing at the show. We want our riders to be able to fully focus on their competition and not have to worry about the preparation of their horse(s). This fee also includes feeding, watering, and cleaning of the stalls. There will be a flat rate for show, non-show, horse show set-up, and warm up days. If necessary, the groom's accommodations will be split up between the number of horses/riders attending the show.
- **Lesson Horse Usage Fee:** \$75.00/day
 - This includes every day that the horse is at the show (i.e. arrival day, warm-up day, and/or show day).
 - Lesson horses may not always be available for away shows due to their lesson schedules at home. If you seek to use a lesson horse for an away show, please talk to the head trainer at least three weeks in advance.

Blossom Hill Ranch, Murrieta, Ca

Half-Training (Board Required)

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

Full-Training (Board Required)

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

Vogel Equine LLC, San Juan Capistrano, Ca

Community Activities Committee
Equestrian Care Services Fees
March 9, 2023
Page 9

Full Training

Includes: Up to 5 services a week. Which can include individual lessons and or trainer schooling.
\$800.00

Full Training Full Groom Option

Includes: Up to 6 services per week. Includes Monday groom turnout or lunge, blanketing during the winter and tack room space. Horse will be tacked up and down for riders lessons.
\$1250.00

Bridges Equestrian, San Juan Capistrano, Ca

Costs

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

Per – Day Non-Member: \$275

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

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

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

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

Dana Smith, San Juan Capistrano, Ca

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

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

Trailering fees round trip from Rancho Sierra Vista:

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

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

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

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

Pricing Analysis

PROPOSED SPECIALTY CARE SERVICES
Filling of 1 water bucket (per day) – Same as similar services (turnout, blanketing) based on staff time
Water bucket service -dumping, cleaning and refilling (each, per day) – Based on 5 min staff time
Fly boots / on or off (per day) – Based on approved price for similar services/staff time
Installation of rubber wall mats (per stall) – Based on 2 hours of staff time to install
Slow feeder wall install (per stall) – Based on 30 minutes of staff time to install

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

Full training: 3 rides/lunges a week, 2 private lessons (per month) - Based on current market price/staff time for Sr. Supervisor and Head Instructor – Discounted by 40% from OC Show Barn market value – See below

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