



OPEN MEETING

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

**Thursday, September 12, 2019 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for July 11, 2019
5. Chair's Remarks
6. Department Head Update
 - a. Recreation and Special Events - Jennifer Murphy
7. Member Comments (Items Not on the Agenda)

Consent:

8. Dashboard
9. Recreation eBlast
10. Financial Statement

Reports:

11. Pool 2 Backstroke Flags and Stanchions
12. GRF Wedding Policy Revision
13. Clubhouse 2 Open Space Passive Park
14. Clubhouse 2 Literature Rack
15. GRF Recreation Pricing Policies
 - a. Room Rental Pricing Policy
 - b. Equestrian Center Pricing Policy
 - c. Garden Center Pricing Policy
 - d. Bridge Room Guest Fee

Items for Discussion and Consideration:

16. Emeritus Ad Hoc Committee Update
17. Policy Review and Discussion (Clubs Conducting Business for Profit)
18. Equestrian Center Update

Items for Future Agendas:

19. None

Concluding Business:

20. Committee Member Comments
21. Date of Next Meeting – November 14, 2019 at 1:30 p.m.
22. Adjournment

Annette Sabol Soule, Chair
Brian Gruner, Staff Officer
Telephone: 597-4270

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OPEN MEETING

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

Thursday, July 11, 2019 – 1:30 p.m.
Board Room

MEMBERS PRESENT: Beth Perak-Acting Chair, Annie McCary, Sue Margolis, Joan Milliman, Bunny Carpenter, Andre Torng, Diane Phelps

MEMBERS ABSENT: Annette Sabol-Soule, Ryna Rothberg, Cush Bhada, Leon St. Hilaire, Shawn Tumpane

OTHERS PRESENT: Juanita Skillman, Pat English, Dick Rader, Dick Palmer, Maggie Blackwell, Elsie Addington, Steve Parsons and Cash Achrekar were present in audience

STAFF PRESENT: Brian Gruner, Jennifer Murphy, Jackie Kupfert, Betty Parker, Tom McCray

Call to Order

Acting Chair Perak called the meeting to order at 1:32 p.m.

Acknowledgement of Media

There was no press present.

Approval of Agenda

A motion was made to move item #16 Tennis Renovation from Items for Future Agendas to Items for Discussion and Consideration.

Motion passed unanimously.

Approval of Committee Report for May 9, 2019

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

Chair's Remarks

Acting Chair Perak stated she is happy to be back with Recreation for this meeting and thanked the audience for attending.

Report of the Recreation and Special Events Director

Mr. Gruner reported the Men's Golf Club Memorial Golf Tournament raised approximately \$30,000 for the Foundation. The Memorial Day event at the Performing Arts Center hosted over 800 attendees featuring speakers such as Lt. Col. from Camp Pendleton. The Specialty Dinners

continue to sell out and have themes such as Seafood, Mediterranean, BBQ and Moroccan. Clubhouse 7 hosted an Afternoon Tea event with 130 attendees. Recreation has met with the Registrar of Voters to make enhancements ensuring better service for our voters. The Patio Concerts at Clubhouse 1 continue to do well. Twilight Golf sells out each month. Mother's Day and Father's Day brunches also sell out each year. Thrive and the Recreation Department co-hosted the Centenarian Project Launch on June 28. The project will be continue to be highlighted at Grandparents Fun Day and was showcased at the 4th of July Celebration. The Summer Horse Show at the Equestrian Center was well attended. Timeless Melodies had approximately 150 attendees and continues to be well received. The 4th of July Celebration had a great turnout with an estimated attendance of 2200 to 2400 people. Each year the event is reviewed and fine-tuned. Staff noticed that many other residents set up around the community to watch the fireworks. The ESL program is doing exceptionally well and has been moved to a larger room to accommodate participants.

Mr. Gruner reported the following facility enhancements: new banquet chairs have been purchased for the clubhouses; new pool furniture will be replaced at all pools except Pool 1 as they have already been replaced; the Bocce courts at Clubhouse 1 have been updated with new carpeting and new shade covers; roof and dry wall repair has been completed at Clubhouse 1; the gazebo has been repainted and repaired at Clubhouse 1; the design engineering process is at 90% for the Performing Arts Center; Clubhouse 4 staff is contracting with a vendor to build a compliant paint booth; installation of new a HVAC system in ceramics room has been completed; the Clubhouse 5 spin bikes are on a regular maintenance schedule with the first scheduled visit today; Garden Centers now have a newsletter; weeding and tree removal was contracted with a tree trimming vendor; sidewalks were repaired at Garden Center 1 to allow for ambulance access to all of Garden Center 1; the library was provided with 25 chairs from the Community Center.

Mr. Gruner reported the following operational improvements: the Saddleback Emeritus survey was delivered to Mr. Gruner which will be reviewed by an ad hoc committee; the comprehensive staff training day planning is coming along nicely which will encompass the following main topics: Know Your Community and Recreation Programs, Emergency Procedures and Customer Interactions 101; the Equestrian Center will host horsemanship classes soon to educate all residents visiting the Center about horse safety and to provide expanded services.

Acting Chair Perak stated \$35,000 was raised by the Men's Golf Club Memorial Tournament for the Foundation. Recreation collaborates with this tournament to offset costs for a larger contribution to the Foundation. Recreation also collaborates with Thrive to ensure the well-being of residents.

Ms. Murphy stated Kids Summer Splash will be hosted at Pool 6 on July 19 and August 9 with an inflatable water slide, games, ice cream and lemonade from noon to 4 p.m. On July 27, the Garden Center Farmer's Market will be 9 a.m. to noon. This is a free event. Pour and Paint will be hosted at Clubhouse 1 on July 29 and is \$28 per person. The next Patio Concert at Clubhouse 1 is Stevie Nicks Illusion on August 1 for \$10 per person; Dallas and Dolls will be featured for the September 5 Patio Concert. On August 7, Clubhouse 1 will host the Moroccan Buffet for \$19 per person with the Hungarian Buffet on September 4. Grandparents Fun Day will be on August 3, 11 a.m to 2 p.m. at Clubhouse 2. Tickets go on sale tomorrow: \$10 adults/\$15 for children. This year, the event will have a mermaid in the pool with photo opportunities, water slide, inflatables, food and much more. The final outdoor concert at Clubhouse 2 will feature a Huey Lewis and the News tribute band, car show and a DeLorean for photo opportunities on September 28. Monday Night Football will be held at the Village Greens starting in September. Recreation has approximately 40 contracted

instructors with a few new classes such as Jazz dance class on Saturdays at 10 a.m. and Ageless Ballet with Mia on Fridays at 11 a.m., both in the Clubhouse 5 Fitness room. Swim classes will begin July 29 with Premier Aquatics instructors and cost is \$45 per 2-week session. The second session for swim classes begins August 12. The Fashion Make-Up class will return in September with registration in the Recreation office. Battle of the Fitness Centers will be on July 24. EJ's Chair Exercise class and Senior Boot Camp will be hosted in the Mini-Gym at Clubhouse 1.

Director Carpenter reminded everyone that the website hosts this information.

Betty Parker, CFO presented the Proforma Recreation Services Summary of Operations. Discussion ensued to ensure the desired report format. The Community Activities Committee agreed by consensus this format is sufficient.

Member Comments (*Items Not on the Agenda*)

Members spoke on the following topics: Equestrian Center fees; GRF trailer usage during emergencies for horse transportation; \$35 additional services fee; horse feed; hay standards; 4th of July Fireworks disruptive to the horses; children's swim hours; social clubs popularity; tennis renovations; room reservations; CAC agenda packet on website; no literature at Clubhouse 2 should be reviewed.

Director Milliman stated many avenues are and should be reviewed regarding fireworks to ensure safety of the horses. Director Phelps stated Mr. Moy would be the staff person to direct RV lot questions. Acting Chair Perak directed staff to review the tennis clubhouse becoming a rentable space and the quality of feed. Acting Chair Perak stated previous Directors were involved in the decision of no flyers at Clubhouse 2. Director Phelps inquired as to the \$35 fee for services at Equestrian Center. Director Torng inquired as to a safe place for the horses to be moved.

Mr. Gruner stated the following: Staff is currently working with the feed broker regarding feed for the horses; there is a trailer onsite for emergencies; staff will research options regarding the fireworks; moving the horses is not feasible. Mr. Gruner explained the \$35 fee and what it includes.

CONSENT

Acting Chair Perak directed staff to remove the National Vending Update from future agendas.

A motion was made, and by consensus, the consent calendar was approved.

REPORTS

Clubhouse 2 Annex Open Space – Ms. Murphy stated the staff recommendation to make the Clubhouse 2 Annex Open Space rentable.

A motion was made to make the Clubhouse 2 Annex Open Space rentable.

Discussion ensued.

The motion carried unanimously.

CBD Product Sales in the Golf Pro Shop - Mr. Gruner stated the staff recommendation to authorize the resumption of the sale of non-THC CBD based products at the 27 Hole Golf Pro Shop.

A motion was made to authorize the resumption of the sale of lotion or cream only, no oral ingestible, non-THC CBD based products at the 27 Hole Golf Pro Shop.

Discussion ensued.

The motion passed 5-1.

GRF Recreation Department Policy: Clubs/Groups/Organizations Revision - Ms. Murphy stated the staff recommendation to amend the GRF Recreation Department Policy as it pertains to clubs/groups/organizations.

A motion was made to approve staff recommendation to amend the GRF Recreation Department Policy as it pertains to clubs/groups/organizations with change of limitation of 287 clubs/groups/organizations.

Discussion ensued.

The motion failed 2-4.

A motion was made to approve staff recommendation to amend the GRF Recreation Department Policy as it pertains to clubs/groups/organizations with removal of 250 limit to number of clubs.

Discussion ensued.

The motion failed 2-4.

A motion was made to approve staff recommendation to amend the GRF Recreation Department Policy as it pertains to clubs/groups/organizations.

Discussion ensued.

The motion passed 4-3.

At this time, Director Torng requested Director Blackwell to assume his place on the dais.

ITEMS FOR DISCUSSION AND CONSIDERATION

Drop-In Lounge TV Update – Mr. Gruner stated the update regarding the Drop-In Lounge. There continues to be no negative comments regarding the lack of sound. At the May CAC meeting, Staff was directed to conduct a survey, if possible, using those who signed in for the month of December. Mr. Gruner presented the sign-in sheets and regarded them as unreadable. The Committee directed Staff to not proceed with the survey after reviewing the unreadable sign-in sheets. Staff will research staggered programming with different programs throughout the day/evening and will continue to monitor this situation.

Air Filter Donation Request - Mr. Gruner stated the Ceramics and Sculptures Club is willing to donate an air filter with a caveat of GRF assuming liability and maintenance of the air filter. Staff recommended CAC request GRF review.

The Committee directed Staff to request this addition to GRF August agenda.

Tennis Renovation – Director Phelps stated her support of the tennis renovation project.

Discussion ensued.

Staff was directed to host a special CAC meeting for the tennis renovation discussion.

ITEMS FOR FUTURE AGENDAS

Emeritus Survey - Mr. Gruner introduced the Emeritus survey results packet and requested a small ad hoc committee be formed to review the data.

Director Carpenter, Director Milliman, Director Margolis, Dick Rader volunteered for this committee.

Chair Soule will review presented volunteer list for any further assignment of this committee.

CONCLUDING BUSINESS

Committee Member Comments

None stated.

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held at 1:30 p.m. at the Community Center in the Board Room on Thursday, September 12, 2019.

Adjournment

There being no further business, the Acting Chair adjourned the meeting at 4:55 p.m.


Beth Perak, Acting Chair



Upcoming Recreation Events 2019

- Sept 16: Movie (Vice) at PAC at 7:30 p.m.
- Sept 23: Brisket Dinner at Clubhouse 5 at 5 p.m.
- Sept 24: Fashion Makeup Class at Clubhouse 2 at 9 a.m.
- Sept 28: Outdoor Concert/Car Show at Clubhouse 2 at 4 p.m.
- Oct 1: Timeless Melodies at Clubhouse 2 at 1:30 p.m.
- Oct 5: Village Bazaar at Clubhouse 5 at 10 a.m.
- Oct 5: Celebrity Series: Rock N' Roll Legends at the Performing Arts Center at 6 p.m. and 8:30 p.m.
- Oct 5: Harvest Hoedown at the Equestrian Center at 4 p.m.
- Oct 26: Saturday Night Dance at Clubhouse 5 at 6 p.m.



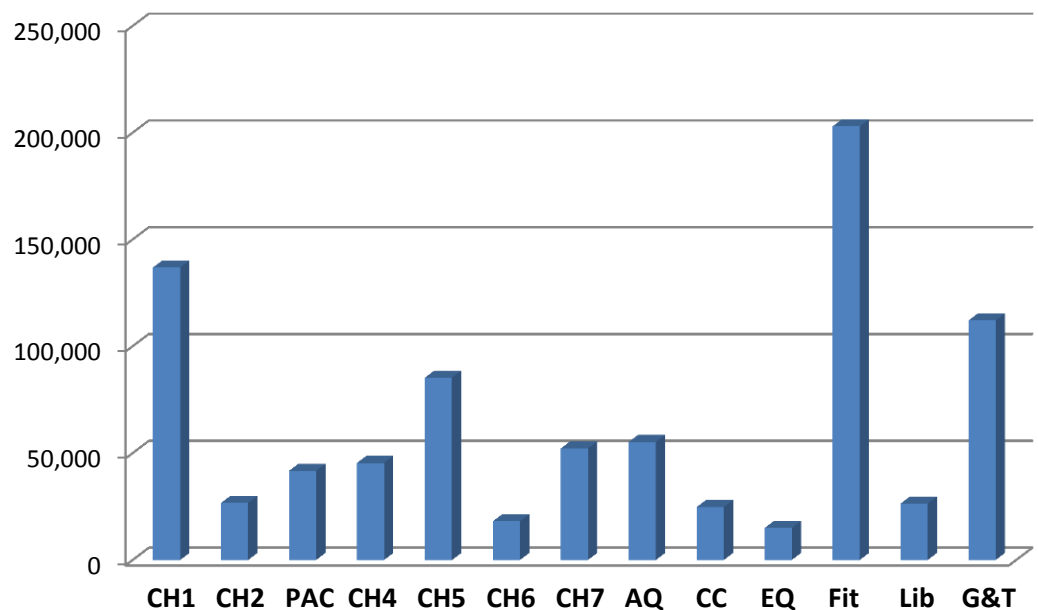
Monday Night Football moved to the Village Greens!

The 19 Restaurant will offer Happy Hour the entire game, free chips and salsa, weekly raffles at halftime and final prizes and weekly food specials for \$4 and \$5.

Exciting News!

- ❖ Recreation partnered with the OLLI program for Laguna Woods Village residents beginning in October.
- ❖ New pool furniture was delivered to complete the upgrades for all pools.

Facility Usage (2019 YTD)



featured program

The final summer Outdoor Concert featuring a Car Show will be held on Saturday, September 28 at Clubhouse 2. Doors open at 4 p.m. for the Car Show and the Huey Lewis and the News tribute band, The Heart of Rock and Roll, will begin at 6 p.m. Food for purchase and photo opportunity with a DeLorean time machine!

**THURSDAY,
AUGUST 1**
Clubhouse 1



**SATURDAY,
AUGUST 3**
Clubhouse 2



**TUESDAY,
AUGUST 6**
Clubhouse 2 Sequoia
Ballroom 1:30 to 3:30 p.m.



**FRIDAY,
AUGUST 9**
Pool 6
Noon to 4 p.m.



**MON/WED/FRI,
BEGINS AUG 12**
Pool 6
Times Vary



**MONDAY,
AUGUST 12**
Clubhouse 7
5:30 p.m.



**WEDNESDAY,
AUGUST 14**
Clubhouse 1 Patio
Doors 5:30 p.m.
Show 6:30 p.m.



**MONDAY,
AUGUST 19**
Clubhouse 1 Art Room
6 to 8 p.m.



**MONDAY,
AUGUST 24**
Clubhouse 5 Main Lounge
Doors Open at 6 p.m.
Band plays at 6:30 p.m.



**MONDAY,
AUGUST 26**
Clubhouse 5
5:30 p.m.



**THURSDAY,
AUGUST 29**
Clubhouse 7
2:30 p.m.



**WEDNESDAYS,
ONGOING**
Clubhouse 5
Fitness Room
3 to 4 p.m.



**MONDAYS/TUESDAYS,
ONGOING**
Clubhouses 1 and 6
8:30 to 10 a.m.



**SATURDAYS,
ONGOING**
Clubhouse 5
Fitness Room
10 to 11 a.m.



**TUESDAY,
ONGOING**
Clubhouse 5
Fitness Room
11 to 11:50 a.m.



WALK-IN RESERVATIONS

Due to the overwhelming number of Residents who wish to secure early reservations for Recreation facilities in 2020, the Department of Recreation and Special Events will be accepting walk-in reservations at the Clubhouse 1 office and main lounge only on Thursday, August 1, from 8 a.m. to 2 p.m. On Friday, August 2, normal reservation procedures will resume in the Recreation office on the first floor of the Community Center. Annual rollover and lottery card results will be mailed at the end of July. Residents who possess annual rollover or have submitted lottery cards will receive paperwork in early August and have until Monday, September 16, to submit payment. For more information, visit the Recreation office Monday through Friday from 8 a.m. to 5 p.m. or call 949-597-4273.

GRANDPARENTS' FUN DAY: UNDER THE SEA

Enjoy a rock wall, bounce houses, a 15-foot inflatable slide, a water slide, a toddler playground, a Home Depot building booth, face painting, arts and crafts, a DJ, carnival games and prizes, a souvenir photo booth, a mermaid for on-land photo ops and in-pool games, and more. Pool 2 will be open for all-age swim during the event. Children are permitted to wear/use Coast Guard-approved flotation devices (including those built into swimsuits). Kickboards or toys of any kind prohibited. Admission: adults \$10, youth 2 to 17 \$15, kids under 2 are free. For more information, call 949-537-4286 or email recreation@vmsinc.org.

TIMELESS MELODIES: AMERICA 1900-POPULAR MUSIC BEGINS

In "America 1900: Popular Music Begins," revisit the early days of Tin Pan Alley highlighting the first songs of George M. Cohan, Al Jolson and John Philip Souza and the expansion of the sheet music business to meet the needs of a growing industrialized country. Enjoy the early days of vaudeville and sing along with "Take Me Out to the Ball Game," "By the Light of the Silvery Moon" and many others. Tickets are on sale now at the Clubhouse 2 office for \$5. For more information, call 949-597-4286 or email recreation@vmsinc.org.

KIDS SUMMER SPLASH DAY

Keep the grandkids cool at the pool! Kids can enjoy an inflatable water slide, games and free ice cream and lemonade. For more information, call 949-597-4382 or email recreation@vmsinc.org.

SWIM LESSONS AT POOL 6

Two-week session is \$45; classes are 30 minutes on Mondays, Wednesdays and Fridays. Beginner classes are at 11 and 11:30 a.m., intermediate classes are at 10:30 a.m. and advanced classes are at 10 a.m. Register in the Recreation office. There are no makeup lessons or refunds. Classes are for Laguna Woods Village Residents only. Four students per class. Instruction is provided by Premier Aquatics. For more information, call 949-597-4273 or email recreation@vmsinc.org.

SOUP AND SALAD BUFFET

Jolanda's menu includes hot chicken salad with cranberry mold, fresh fruit salad and spinach salad topped with strawberries and toasted almonds. Soups are curried zucchini, old-fashioned vegetable and fresh mushroom. Dessert includes brownies and lemon squares. The clubhouse will supply glasses to Residents who bring their own wine. Tickets are on sale at Clubhouse 7 for \$12. The deadline to purchase tickets is noon the day before. For more information, call 949-268-2417.

ITALIAN BUFFET

Martinez's menu includes chicken parmesan, lasagna with Italian meat sauce, fresh green salad, hot garlic bread and spumoni ice cream. The clubhouse will supply glasses to Residents who bring their own wine. Tickets are on sale at Clubhouse 1 for \$12. The deadline to purchase tickets is noon the day before the dinner. For more information, call 949-597-4281.

POUR AND PAINT WITH PENNI RUBIN

Enjoy a night of paint, wine and fun. Relax, meet new people and recreate "Ducky" with artist Penni Rubin. \$28 per-person fee includes art supplies and two glasses of wine. Aprons provided. Each class has 20 spaces available. Register at the Clubhouse 1 office. Call 949-597-4281 or email recreation@vmsinc.org for more information.

SATURDAY NIGHT DANCE

Dance to the musical stylings of Southland Mega Groove, a variety band playing hits from the '60s through the aughts, from pop, rock and disco to '80s hits, R&B and more. GRF no-host bar from 6 to 8:30 p.m. Admission is \$10 at the door. For more information, call 949-597-4382.

BRISKET DINNER

Jolanda's menu includes vegetable soup, green garden salad, sliced brisket of beef, mashed potatoes and dessert (sugar free ice cream on request). Tickets are on sale at Clubhouse 5 for \$13. Residents are welcome to bring their own wine; the clubhouse will supply glasses. Purchase tickets by noon the day before. For more information, call 949-597-4382 or email recreation@vmsinc.org.

AUGUST AFTERNOON TEA PARTY

Wear your fanciest hat, bring your favorite teacup and enjoy an afternoon of tea, music and friends. Jolanda's menu will feature fresh scones, Devonshire cream and strawberry jam, as well as assorted teas and Champagne. First course is assorted cheeses and crackers; second course includes open-face cucumber and chicken, ham and crab finger sandwiches; and third course is chocolate-dipped strawberries, lemon squares and pecan squares. Tickets are on sale now in the Clubhouse 7 office for \$18. The last day to purchase tickets is Friday, June 14, before noon. For more information, call 949-268-2417 or email recreation@vmsinc.org.

SILVER GLOVE FITNESS

Wednesdays from 3 to 4 p.m. This noncontact boxing program provides a fun, challenging and always changing workout. Exercises help improve balance and coordination, as well as overall strength. Examples of exercises include footwork in an agility ladder and performing multiple boxing combinations on mitts. Fee is \$35 for five classes. For more information, call 949-597-4273 or email recreation@vmsinc.org.

YOGA WITH KIM MIN

Mondays from 8:30 to 10 a.m. at Clubhouse 6 and Tuesdays from 8:30 to 10 a.m. at Clubhouse 1. Students of all experience levels welcome. Class is free. For more information, call 949-597-4273 or email recreation@vmsinc.org.

JAZZ DANCE WITH PATTY CRUZ

From 10 a.m. to 11 a.m. This free one-hour dance class features a 30-minute warmup to music from the '60s to current-day artists, a 20-minute session learning a fun jazz routine to a specific tune each week and a 10-minute cooldown to gentle music. Class level tailored to participants' abilities. For more information, call 949-597-4273 or email recreation@vmsinc.org.

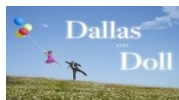
FITNESS WITH JANET GILLIAM

Chairotics, Thursdays from 11 to 11:50 a.m., is a fun and progressive chair exercise class that emphasizes balance, stretching and joint movement featuring music from the 1940s to the 1960s. Strength and Balance, Thursdays from 10 to 10:50 a.m., incorporates aerobics, stretching, strengthening and balance while music from the '40s to the '60s keeps attendees moving. \$15 for five classes; first class free for new students. Register in the Recreation office or Clubhouse 5 office. For more information, call 949-597-4273 or email recreation@vmsinc.org.

**TUESDAY,
SEPTEMBER 3**
Clubhouse 2 Sequoia
Ballroom 1:30 to 3:30 p.m.



**THURSDAY,
SEPTEMBER 5**
Clubhouse 1
6:30 p.m.



**MONDAY,
SEPTEMBER 9**
Clubhouse 7
5:30 p.m.



**WEDNESDAY,
SEPTEMBER 11**
Clubhouse 1
5:30 p.m.



**MONDAY,
SEPTEMBER 16**
Clubhouse 1 Art Room
6 to 8 p.m.



**MONDAY,
SEPTEMBER 16**
Performing Arts Center
7:30 p.m.



**MONDAY,
SEPTEMBER 23**
Clubhouse 5
5:30 p.m.



**TUESDAY,
SEPTEMBER 24**
Clubhouse 2 Sequoia
Ballroom
1:30 to 3:30 p.m.



**SATURDAY,
SEPTEMBER 28**
Clubhouse 2
4 to 6 p.m. Car Show
6 to 8 p.m. Concert



**DATES VARY
ONGOING**



**WEDNESDAYS,
ONGOING**
Clubhouse 5
Fitness Room
3 to 4 p.m.



**MONDAYS/TUESDAYS,
ONGOING**
Clubhouses 1 and 6
8:30 to 10 a.m.



**SATURDAYS,
ONGOING**
Clubhouse 5
Fitness Room
10 to 11 a.m.



**TUESDAY,
ONGOING**
Clubhouse 5
Fitness Room
11 to 11:50 a.m.



TIMELESS MELODIES: FRANK SINATRA PART I

Frank Sinatra rose from a lonely kid singing in his parents' speakeasy to an international icon. How he accomplished this is best told through his music. Larry Mauer, historian of the Timeless Melodies Foundation for Education Inc., presents the life of Frank Sinatra in this first of two parts documenting the performer's years with the Hoboken Four, Harry James and Tommy Dorsey. Tickets on sale at the Clubhouse 2 office for \$5. For more information, call 949-597-4286 or email recreation@vmsinc.org.

DALLAS AND DOLL PATIO CONCERT

Award-winning musical act Dallas and Doll perform Motown and jazz hits, and more. Seating is first come, first served. Tables and chairs provided. Guests are welcome but must be accompanied by a Resident. Hot dogs, hamburgers, chicken and sodas will be available for purchase. Picnics welcome. Residents needing bus transportation to and from the event must RSVP to 949-597-4659 from 8 a.m. to 3:30 p.m. Tickets on sale now in the Clubhouse 1 office for \$10. Sponsored by Aetna and ClearCaptions. For more information, call 949-597-4281 or email recreation@vmsinc.org.

SOUP AND SALAD BUFFET

Jolanda's menu includes hot chicken salad with cranberry mold, fresh fruit salad and spinach salad topped with strawberries and toasted almonds. Soups are curried zucchini, old-fashioned vegetable and fresh mushroom. Dessert includes brownies and lemon squares. The clubhouse will supply glasses to Residents who bring their own wine. Tickets are on sale at Clubhouse 7 for \$12. The deadline to purchase tickets is noon the day before. For more information, call 949-268-2417.

ITALIAN BUFFET

Martinez's menu includes chicken parmesan, lasagna with Italian meat sauce, fresh green salad, hot garlic bread and spumoni ice cream. The clubhouse will supply glasses to Residents who bring their own wine. Tickets are on sale at Clubhouse 1 for \$12. The deadline to purchase tickets is noon the day before the dinner. For more information, call 949-597-4281.

POUR AND PAINT WITH PENNI RUBIN

Enjoy a night of paint, wine and fun. Relax, meet new people and recreate a masterpiece with artist Penni Rubin. A \$28 per-person fee includes art supplies and two glasses of wine. Aprons are provided. Register in the Clubhouse 1 office. Call 949-597-4281 or email recreation@vmsinc.org for more information.

FREE MOVIE NIGHT AT THE PAC

Governor George W. Bush of Texas picks Dick Cheney, the CEO of Halliburton Co., to be his Republican running mate in the 2000 presidential election. No stranger to politics, Cheney's impressive resume includes stints as White House chief of staff, house minority whip and defense secretary. When Bush wins by a narrow margin, Cheney begins to use his new-found power to help reshape the country and the world. Free popcorn. For more information, call 949-597-4289.

BRISKET DINNER

Jolanda's menu includes vegetable soup, green garden salad, sliced brisket of beef, mashed potatoes and dessert (sugar free ice cream on request). Tickets are on sale at Clubhouse 5 for \$13. Residents are welcome to bring their own wine; the clubhouse will supply glasses. Purchase tickets by noon the day before. For more information, call 949-597-4382 or email recreation@vmsinc.org.

CLASSIC TO GLAMOUR FASHION MAKEUP CLASS

Enjoy a night of paint, wine and fun. Relax, meet new people and recreate "Ducky" with artist Penni Rubin. \$28 per-person fee includes art supplies and two glasses of wine. Aprons provided. Each class has 20 spaces available. Register at the Clubhouse 1 office. Call 949-597-4281 or email recreation@vmsinc.org for more information.

BACK IN TIME CONCERT AND CAR SHOW

Featuring The Heart of Rock and Roll, a Southern California-based tribute to one of America's great rock and roll bands, Huey Lewis and the News. Featuring a front man who bears an uncanny likeness as well as a sound and style that has fooled more than a few fans, The Heart of Rock & Roll is a nonstop ride through some of the biggest hits of the '80s in a colorful and exciting concert experience that teleports you back in time to when Huey and the boys dominated the charts. Martinez's food stand will be open from 4 p.m. until supplies last. Have your photo taken with the DeLorean time machine from the 1985 classic, "Back to the Future." Feel free to wear your favorite '80s attire as we go back in time! The event is free. For more information, call 949-268-2417 or 949-597-4286, or email recreation@vmsinc.org.

UPCOMING BUS EXCURSIONS

Upcoming bus excursions:

- Casa Romantica Tour: Wednesday, September 11, at 10 a.m.; cost is \$5 per person and residents must have a \$5 in hand to give tour director. Lottery is Monday, August 26.
- Girls in the Garage: Wednesday, October 2, at 4:30 p.m.; held at Mission Viejo Transmission & Auto Repair (helping women learn the basics of car maintenance while having fun). There is no cost for this excursion. Lottery is Monday, September 16.
- Richard Nixon Presidential Library and Museum: Wednesday, November 20, at 9:30 a.m.; visit to the Richard Nixon Library. Entry fee at the door is \$21 for adults, \$17 for seniors 62+ and \$15 for retired military. Lottery is Monday, November 4.

Bus excursion dates and/or locations are subject to change. For more information, call 949-597-4273 or email recreation@vmsinc.org.

SILVER GLOVE FITNESS

Wednesdays from 3 to 4 p.m. This noncontact boxing program provides a fun, challenging and always changing workout. Exercises help improve balance and coordination, as well as overall strength. Examples of exercises include footwork in an agility ladder and performing multiple boxing combinations on mitts. Fee is \$35 for five classes. For more information, call 949-597-4273 or email recreation@vmsinc.org.

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Students of all experience levels welcome. Class is free. For more information, call 949-597-4273 or email recreation@vmsinc.org.

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From 10 a.m. to 11 a.m. This free one-hour dance class features a 30-minute warmup to music from the '60s to current-day artists, a 20-minute session learning a fun jazz routine to a specific tune each week and a 10-minute cooldown to gentle music. Class level tailored to participants' abilities. For more information, call 949-597-4273 or email recreation@vmsinc.org.

FITNESS WITH JANET GILLIAM

Chairotics, Thursdays from 11 to 11:50 a.m., is a fun and progressive chair exercise class that emphasizes balance, stretching and joint movement featuring music from the 1940s to the 1960s. Strength and Balance, Thursdays from 10 to 10:50 a.m., incorporates aerobics, stretching, strengthening and balance while music from the '40s to the '60s keeps attendees moving. \$15 for five classes; first class free for new students. Register in the Recreation office or Clubhouse 5 office. For more information, call 949-597-4273 or email recreation@vmsinc.org.

Golden Rain Foundation of Laguna Woods
Proforma Recreation Services Summary of Operations
7/31/2019

SUMMARY: DEPARTMENT OF RECREATION SERVICES

	Admin	Aquatics/Fitness	Bar Services	Clubhouses	Equestrian	Garden Centers	Golf	PAC	YTD ACTUAL	YTD BUDGET	VARS B/(W)
Non-Assessment Revenues:											
Golf Green Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$793,576	\$0	\$793,576	\$943,656	(\$150,080)
Golf Operations	0	0	0	0	0	0	135,431	0	135,431	178,100	(42,669)
Merchandise Sales	0	526	37,653	0	0	0	99,926	0	138,105	152,551	(14,446)
Clubhouse Rentals and Event Fees	5,075	501	0	212,145	3,545	0	5,970	201,207	428,443	576,979	(148,536)
Rentals	0	0	0	0	0	29,359	31,500	0	60,859	56,581	4,278
Miscellaneous	7,795	88,669	686	77,763	58,529	(23)	686	21,154	255,259	265,329	(10,070)
Total Non-Assessment Revenue	12,870	89,696	38,339	289,908	62,074	29,336	1,067,090	222,361	1,811,674	2,173,196	(361,522)
Expenses:											
Employee Compensation	215,275	219,647	11,665	468,199	117,427	34,152	899,577	231,528	2,197,471	2,109,061	(88,410)
Expenses Related to Employee Compensation	87,095	70,257	3,431	129,953	31,341	14,523	360,818	61,490	758,908	750,126	(8,782)
Materials and Supplies	852	8,094	0	78,723	51,136	5,235	132,740	11,594	288,374	365,658	77,284
Cost of Goods Sold	0	0	13,446	0	0	0	77,752	0	91,198	97,916	6,718
Community Events	17,459	1,084	0	134,103	3,172	0	0	143,667	299,486	230,729	(68,757)
Utilities and Telephone	386	94,384	0	322,642	40,504	24,918	236,146	49,231	768,211	781,598	13,387
Professional Fees	0	0	0	0	0	0	0	0	0	875	875
Equipment Rental	0	14,331	0	948	0	0	26,399	117	41,795	43,498	1,703
Outside Services	8,663	272,580	0	15,105	1,672	2,480	45,423	8,607	354,529	335,727	(18,802)
Repairs and Maintenance	0	7,529	0	7,803	7,172	0	5,282	5,037	32,823	52,434	19,611
Other Operating Expense	19,336	3,819	1,970	9,385	768	204	14,595	1,659	51,735	49,965	(1,770)
Property and Sales Tax	43	38	2,737	212	28	102	7,962	25	11,146	11,335	189
Total Expenses	349,109	691,764	33,249	1,167,072	253,219	81,614	1,806,693	512,955	4,895,675	4,828,922	(66,753)
Net Cost (before allocations)	\$336,239	\$602,068	(\$5,091)	\$877,164	\$191,146	\$52,278	\$739,604	\$290,594	\$3,084,001	\$2,655,726	\$428,275
Allocated To Departments	(243,664)	0	0	(20,620)	0	0	0	0	(264,284)	(242,785)	21,499
Allocated From Departments	122,836	105,973	4,256	320,069	26,828	22,679	67,411	67,566	737,619	725,762	(11,857)
Net Cost	\$215,411	\$708,041	(\$834)	\$1,176,613	\$217,973	\$74,957	\$807,015	\$358,160	\$3,557,336	\$3,138,703	\$418,633

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STAFF REPORT

DATE: September 12, 2019
FOR: Community Activities Committee
SUBJECT: Pool 2 Backstroke Flags and Stanchions

RECOMMENDATION

Approve the Recreation and Special Events Department recommendation to install stanchions and backstroke flags at Pool 2.

BACKGROUND

Pools 2 and 5 are considered the lap pools of the Community, offering lane lines for recreational lap swimming.

On November 8, 2018, the CAC denied a request by lap swimmers to install backstroke flags at Pool 2 since Laguna Woods Village does not have a competitive swim program nor does it host swim meets. Additionally, current lane lines have indicators, the long white strip at the end of the lane line, to alert the swimmer of the approaching wall.

At the July 23, 2019 Special CAC Meeting approximately 30 lap swimmers requested CAC approval to install backstroke flags.

DISCUSSION

Laguna Woods Village lap swimmers have become more organized in the past eight months, adding participants into the program creating a competitive swim environment at Pool 2.

The flags are used by backstroke swimmers to alert them that they are approaching the end of the pool (Attachment 1). This is especially beneficial for swimmers who use a flip turn method to accelerate off the wall and to minimize the risk of injuries. Backstroke flags are strung between stanchions via sturdy metal posts anchored to the pool deck using slip anchors, which allows them to be removed. Flags are pre-strung in 45 foot lengths across the pool.

The majority of lap swimmers swim between 7 to 11 am. The flags would be in place during this time frame and removed for the remainder of the day. A screw cap would cover the stanchion holes when not in use.

FINANCIAL ANALYSIS

Installation of backstroke flags and stanchions will cost approximately \$4,100 (Attachment 2). Operating funds from Aquatics Work Center 690 materials and supplies would be used to cover the expense.

Cost Analysis:

4 Vinyl Backstroke Flags	\$100
4 Stanchions	\$1,440
4 Slip Anchor Bodies	\$360
4 Threaded Cap for Slip Anchor	\$145
4 Compression Nuts and Rings	\$115
Labor and Installation	\$1,540
Tax and Shipping	\$400
Total	\$4,100

Prepared By: Jennifer Murphy, Recreation Manager

Reviewed By: Brian Gruner, Recreation and Special Events Director
Siobhan Foster, Chief Operating Officer
Betty Parker, Chief Financial Officer

ATTACHMENT(S)

ATT 1: Backstroke Stanchion and Flags (Image)

ATT 2: Online Pricing Estimates

Attachment 1



Attachment 2



Threaded Cap For 6" Bronze Slip Anchor

SKU: 700103C

\$35.95 ~~\$47.95~~



6" Bronze Slip Anchor Body

SKU: 700103

\$88.95 ~~\$104.95~~



Compression Nut And Stainless Steel
Ring For 700103

SKU: 700103LN

\$27.95 ~~\$33.95~~



Nylon Backstroke Flags - 45 Ft. (Pair)

SKU: 600120

\$99.95 ~~\$119.95~~



Kiefer Backstroke Flag Stanchion -
Schedule 10

SKU: 110761

\$359.95 ~~\$439.95~~

STAFF REPORT

DATE: September 12, 2019
FOR: Community Activities Committee
SUBJECT: GRF Wedding Policy Revision

RECOMMENDATION

Approve staff recommendation to amend the current GRF wedding policy to make the:

1. Resident rate applicable to weddings and/or wedding receptions for residents; and
2. Exception rate applicable to weddings and/or wedding receptions reserved by a resident on behalf of a non-resident; limited to only siblings, children, parents and grandchildren.

BACKGROUND

Laguna Woods Village offers seven facilities that can be reserved for personal events such as weddings, birthday parties, anniversaries and other gatherings. The Recreation and Special Events Department manages the reservation services with approximately 18,000 bookings per year.

The wedding policy has been revised several times in the past five years (Attachment 1). In 2017 weddings were limited to residents and immediate family members yielding six bookings. In 2018, the policy was amended to allow weddings for extended family and friends which yielded 19 bookings.

DISCUSSION

The Department has experienced a significant increase in the number of weddings and/or receptions resulting from the 2018 policy revision that allows weddings and/or receptions to be booked at the resident rate since the Recreation and Special Events Department has limited ability to verify if in fact the wedding involves a resident's siblings, children, parents and grandchildren.

Weddings and/or wedding receptions are taxing on both the facility and staff as non-residents make up the majority of attending guests and the celebrations often end late in the evening extending past 10 p.m. As a result, the department proposes to amend the policy to make the:

1. Resident rate applicable to weddings and/or wedding receptions for residents; and
2. Exception rate applicable to weddings and/or wedding receptions reserved by a resident on behalf a non-resident; limited to only siblings, children, parents and grandchildren.

FINANCIAL ANALYSIS

Revenue collected in 2018 for all weddings and/or receptions was \$1,500. Amending the policy allows staff to charge the exception rate for a majority of weddings increasing revenue depending on the number of weddings. For example, a six hour wedding at Clubhouse 2 in the main ball room would generate \$2,007 in revenue.

Prepared By: Jennifer Murphy, Recreation Manager

Reviewed By: Brian Gruner, Recreation and Special Events Director
Siobhan Foster, Chief Operating Officer
Betty Parker, Chief Financial Officer

ATTACHMENT(S)

ATT1: GRF Wedding Policy Revision History

ATT2: GRF Reservation Fees List (Resident Rate and Exception Rate)

Attachment 1

Wedding Policy Revision History:

2014 and prior	Exception Rate	All weddings and/or wedding receptions for non-residents and are limited to only parents, children, and grandchildren of residents. RESOLUTION 90-07-44
2015 to 2016	Resident Rate	All weddings and/or wedding receptions for nonresidents are limited to only parents, children, and grandchildren of residents. RESOLUTION 90-15-53
2017	Resident Rate	All weddings and wedding receptions involving residents, their siblings, children, parents, and grandchildren. RESOLUTION 90-17-11
2018 to Current	Resident Rate	Weddings and wedding receptions involving residents, their siblings, children, parents and grandchildren. RESOLUTION 90-18-05
2018 to Current	Exception Rate	All weddings and/or wedding receptions between non-residents. RESOLUTION 90-18-05

Laguna Woods Village
2018 Resident Reservation Fees

Attachment 2

Reservable Room	Per Hour	Minimum (2 hrs & Setup)	Hour 3	Hour 4	Hour 5	Hour 6	Hour 7	Hour 8	Hour 9	Hour 10	Hour 11	Hour 12	Hour 13	Hour 14
CC Rooms & Conference Rooms														
	CC - Elm Room	\$3.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00	\$15.00
	CC - Pine Room	\$3.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00	\$15.00
	CC - Spruce Room	\$3.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00	\$15.00
	CH1 - Conference Room	\$2.00	\$3.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00
	PAC - Conference Room	\$2.00	\$3.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00
	VG - Clubroom 1	\$5.00	\$7.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00	\$19.00	\$21.00	\$23.00	\$25.00	\$27.00	\$29.00
	VG - Clubroom 2	\$5.00	\$7.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00	\$19.00	\$21.00	\$23.00	\$25.00	\$27.00	\$29.00
	VG - Clubroom 3	\$5.00	\$7.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00	\$19.00	\$21.00	\$23.00	\$25.00	\$27.00	\$29.00
Multi-Purpose Rooms	CH1 - Multi-Purpose Room	\$9.00	\$12.00	\$15.00	\$18.00	\$21.00	\$24.00	\$27.00	\$30.00	\$33.00	\$36.00	\$39.00	\$42.00	\$45.00
	CH1 - Art Studio	\$9.00	\$12.00	\$15.00	\$18.00	\$21.00	\$24.00	\$27.00	\$30.00	\$33.00	\$36.00	\$39.00	\$42.00	\$45.00
	CH5 - Multipurpose Room	\$9.00	\$12.00	\$15.00	\$18.00	\$21.00	\$24.00	\$27.00	\$30.00	\$33.00	\$36.00	\$39.00	\$42.00	\$45.00
	CH6 - Multipurpose Room	\$6.00	\$8.00	\$10.00	\$12.00	\$14.00	\$16.00	\$18.00	\$20.00	\$22.00	\$24.00	\$26.00	\$28.00	\$30.00
Small Dining Rooms														
	CH1 - Dining Room 2	\$1.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00	\$15.00
	CH1 - Dining Room 3	\$1.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00	\$15.00
	CH2 - The Los Olivos	\$3.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00	\$15.00
Large Dining Rooms	CH2 - The Grevillea	\$1.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00	\$15.00
	PAC - Dining Room 1	\$5.00	\$20.00	\$25.00	\$30.00	\$35.00	\$40.00	\$45.00	\$50.00	\$55.00	\$60.00	\$65.00	\$70.00	\$75.00
	PAC - Dining Room 2	\$5.00	\$20.00	\$25.00	\$30.00	\$35.00	\$40.00	\$45.00	\$50.00	\$55.00	\$60.00	\$65.00	\$70.00	\$75.00
Other														
	CH2 -The Palo Verde Loggia	\$4.00	\$16.00	\$20.00	\$24.00	\$28.00	\$32.00	\$36.00	\$40.00	\$44.00	\$48.00	\$52.00	\$56.00	\$60.00
	PAC - Rehearsal Room	\$2.00	\$8.00	\$10.00	\$12.00	\$14.00	\$16.00	\$18.00	\$20.00	\$22.00	\$24.00	\$26.00	\$28.00	\$30.00
	PAC - Auditorium	\$17.00	\$34.00	\$68.00	\$85.00	\$102.00	\$119.00	\$136.00	\$153.00	\$170.00	\$187.00	\$204.00	\$221.00	\$238.00
	PAC - Auditorium Performance Package	\$20.00	\$60.00	\$80.00	\$100.00	\$120.00	\$140.00	\$160.00	\$180.00	\$200.00	\$220.00	\$240.00	\$260.00	\$280.00
	PAC - Auditorium Event w/Admission	\$395 per Day												
All Patios are only available by renting adjacent room														
Reservable Room	Per Hour	Minimum (4 hrs & Setup)	Hour 5	Hour 6	Hour 7	Hour 8	Hour 9	Hour 10	Hour 11	Hour 12	Hour 13	Hour 14		
	Main Lounges													
	CH1 - Main Lounge	\$7.00	\$41.00	\$48.00	\$55.00	\$62.00	\$69.00	\$83.00	\$90.00	\$97.00	\$104.00	\$111.00		
	CH2 - The Sequoia	\$8.00	\$47.00	\$55.00	\$63.00	\$71.00	\$79.00	\$87.00	\$103.00	\$111.00	\$119.00	\$127.00		
	CH5 - Main Lounge (Stage Side) Total	\$11.00	\$61.00	\$72.00	\$83.00	\$94.00	\$105.00	\$116.00	\$138.00	\$149.00	\$160.00	\$171.00		
	CH5 - Main Lounge (Back Side) Total	\$8.00	\$44.00	\$52.00	\$60.00	\$68.00	\$76.00	\$92.00	\$100.00	\$108.00	\$116.00	\$124.00		
	CH5 - Main Lounge (All) Total	\$17.00	\$101.00	\$118.00	\$135.00	\$152.00	\$169.00	\$203.00	\$220.00	\$237.00	\$254.00	\$271.00		
	CH6 - Main Lounge	\$5.00	\$25.00	\$30.00	\$35.00	\$40.00	\$45.00	\$50.00	\$60.00	\$65.00	\$70.00	\$75.00		
	CH 7 - Main Lounge	\$5.00	\$28.00	\$33.00	\$38.00	\$43.00	\$48.00	\$53.00	\$63.00	\$68.00	\$73.00	\$78.00		

Laguna Woods Village - Exception Room 2018 Rates

Attachment 2

Reservable Room	Per Hour	Minimum (2 hrs & Setup)	Hour 3	Hour 4	Hour 5	Hour 6	Hour 7	Hour 8	Hour 9	Hour 10	Hour 11	Hour 12	Hour 13	Hour 14
CC Rooms & Conference Rooms														
CC - Elm Room	\$14	\$35	\$49	\$63	\$77	\$91	\$105	\$119	\$133	\$147	\$161	\$175	\$189	\$203
CC - Pine Room	\$12	\$30	\$42	\$54	\$66	\$78	\$90	\$102	\$114	\$126	\$138	\$150	\$162	\$174
CC - Spruce Room	\$15	\$38	\$53	\$68	\$83	\$98	\$113	\$128	\$143	\$158	\$173	\$188	\$203	\$218
CH1 - Conference Room	\$5	\$10	\$15	\$20	\$25	\$30	\$35	\$40	\$45	\$50	\$55	\$60	\$65	\$70
PAC - Conference Room	\$6	\$12	\$18	\$24	\$30	\$36	\$42	\$48	\$54	\$60	\$66	\$72	\$78	\$84
VG - Clubroom 1	\$10	\$25	\$35	\$45	\$55	\$65	\$75	\$85	\$95	\$105	\$115	\$125	\$135	\$145
VG - Clubroom 2	\$10	\$25	\$35	\$45	\$55	\$65	\$75	\$85	\$95	\$105	\$115	\$125	\$135	\$145
VG - Clubroom 3	\$10	\$25	\$35	\$45	\$55	\$65	\$75	\$85	\$95	\$105	\$115	\$125	\$135	\$145
Multi-Purpose Rooms														
CH1 - Multi-Purpose Room	\$33	\$99	\$132	\$165	\$198	\$231	\$264	\$297	\$330	\$363	\$396	\$429	\$462	\$495
CH1 - Art Studio	\$40	\$120	\$160	\$200	\$240	\$280	\$320	\$360	\$400	\$440	\$480	\$520	\$560	\$600
CH5 - Multipurpose Room 1	\$26	\$78	\$104	\$130	\$156	\$182	\$208	\$234	\$260	\$286	\$312	\$338	\$364	\$390
CH6 - Multipurpose Room	\$16	\$48	\$64	\$80	\$96	\$112	\$128	\$144	\$160	\$176	\$192	\$208	\$224	\$240
Small Dining Rooms														
CH1 - Dining Room 2	\$32	\$96	\$128	\$160	\$192	\$224	\$256	\$288	\$320	\$352	\$384	\$416	\$448	\$480
CH1 - Dining Room 3	\$32	\$96	\$128	\$160	\$192	\$224	\$256	\$288	\$320	\$352	\$384	\$416	\$448	\$480
CH2 - The Los Olivos	\$28	\$84	\$112	\$140	\$168	\$196	\$224	\$252	\$280	\$308	\$336	\$364	\$392	\$420
CH2 - The Grevillea	\$28	\$84	\$112	\$140	\$168	\$196	\$224	\$252	\$280	\$308	\$336	\$364	\$392	\$420
Large Dining Rooms														
PAC - Dining Room 1	\$57	\$285	\$342	\$399	\$456	\$513	\$570	\$627	\$684	\$741	\$798	\$855	\$912	\$969
PAC - Dining Room 2	\$57	\$285	\$342	\$399	\$456	\$513	\$570	\$627	\$684	\$741	\$798	\$855	\$912	\$969
Other														
CH2 - The Palo Verde Loggia	\$72	\$216	\$288	\$360	\$432	\$504	\$576	\$648	\$720	\$792	\$864	\$936	\$1,008	\$1,080
PAC - Rehearsal Room	\$24	\$72	\$96	\$120	\$144	\$168	\$192	\$216	\$240	\$264	\$288	\$312	\$336	\$360
PAC - Auditorium	Per Day													
PAC - Auditorium Performance Package	\$1,454													
Main Lounges & Large Dining Rooms														
CH1 - Main Lounge	\$126	\$755	\$881	\$1,007	\$1,133	\$1,259	\$1,385	\$1,511	\$1,637	\$1,763	\$1,889	\$2,015	\$2,141	\$2,267
CH2 - The Sequoia	\$128	\$768	\$896	\$1,024	\$1,152	\$1,280	\$1,408	\$1,536	\$1,664	\$1,792	\$1,920	\$2,048	\$2,176	\$2,304
CH5 - Main Lounge (Stage Side) Total	\$173	\$952	\$1,125	\$1,298	\$1,471	\$1,644	\$1,817	\$1,990	\$2,163	\$2,336	\$2,509	\$2,682	\$2,855	\$3,028
CH5 - Main Lounge (Back Side) Total	\$125	\$687	\$812	\$937	\$1,062	\$1,187	\$1,312	\$1,437	\$1,562	\$1,687	\$1,812	\$1,937	\$2,062	\$2,187
CH5 - Main Lounge (All) Total	\$242	\$1,452	\$1,694	\$1,936	\$2,178	\$2,420	\$2,662	\$2,904	\$3,146	\$3,388	\$3,630	\$3,872	\$4,114	\$4,356
CH6 - Main Lounge	\$46	\$230	\$276	\$322	\$368	\$414	\$460	\$506	\$552	\$598	\$644	\$690	\$736	\$782
CH 7 - Main Lounge	\$105	\$577	\$682	\$787	\$892	\$997	\$1,102	\$1,207	\$1,312	\$1,417	\$1,522	\$1,627	\$1,732	\$1,837

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STAFF REPORT

DATE: September 12, 2019
FOR: Community Activities Committee
SUBJECT: Clubhouse 2 Open Space Passive Park

RECOMMENDATION

Authorize the Recreation and Special Events Department recommendation to add the open space area adjacent to Clubhouse 2 to the rental agreement for the Clubhouse.

BACKGROUND

On July 11, 2019, the CAC approved making the open space area adjacent to Clubhouse 2 a rentable space and requested that the GRF Finance Committee establish rental pricing for the space.

On August 22, 2019, the GRF Finance Committee reviewed and discussed the CAC's recommendation. The Finance Committee authorized making the space rentable under the following two conditions:

1. Additional review by staff be conducted to ensure no liabilities will be associated with allowing reservations at this location; and
2. That the potential increase in facility usage does not conflict with current City of Laguna Woods parking ordinances.

Staff researched and analyzed the two items and determined that the potential increase in facility usage may not meet City parking requirements since the parcel is zoned Open Space – Recreation (OS-R) and as such could potentially require a parking study to be conducted and/or the provision of additional parking to support the proposed rental of the open space area.

DISCUSSION

Usage of the open space area is increasing as residents become aware of its location and usability. Including the park in the Clubhouse 2 rental agreement would enable the Recreation and Special Events Department to manage the open space's use and minimize conflict that may arise from two parties wanting to use the space at the same time. In addition, it would make Clubhouse 2 more marketable and desirable for residents.

FINANCIAL ANALYSIS

During the 2021 budget preparations, the rental fee for Clubhouse 2 would be re-calculated and adjusted to include the open space area, potentially increasing per reservation revenue.

Prepared By: Brian Gruner, Recreation and Special Events Director

Reviewed By: Siobhan Foster, Chief Operating Officer
Betty Parker, Chief Financial Officer

ENDORSEMENT (to GRF)

Clubhouse 2 Annex Open Space

The Committee discussed the Recreation and Special Events Department recommendation to make the open space adjacent to Clubhouse rentable.

A motion was made to support the department's recommendation and carried unanimously.

ENDORSEMENT (to GRF)

Clubhouse 2 Annex Open Space

The committee reviewed a staff report proposing to allow the open space adjacent to Clubhouse 2 to be utilized as a rentable space. Brian Gruner, Recreation and Special Events Director was present to address comments and questions.

A motion was made and carried unanimously to recommend approval of the open space adjacent to Clubhouse 2 as a rentable location. Approval is contingent upon additional review by staff ensuring no additional liabilities will be associated with allowing reservations at this location and that the potential increase in facility usage does not conflict with current City of Laguna Woods parking ordinances.

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STAFF REPORT

DATE: September 12, 2019
FOR: Community Activities Committee
SUBJECT: Clubhouse 2 Literature Rack

RECOMMENDATION

Approve the Recreation and Special Event Department recommendation not to install literature racks at Clubhouse 2 due to the facility being a single use destination facility and the administrative time associated with managing the flyers.

BACKGROUND

Literature racks are located at Clubhouses 1, 4, 5, 6, 7 and the Performing Arts Center. The posting of flyers is limited to approved Village clubs/groups/organizations, the City of Laguna Woods and internal publications to promote upcoming programs and activities. Village clubs must conform to the GRF Flyer Policy (Attachment 1) when utilizing the literature racks.

Club programs and events may be promoted using the Village website (club page, calendar and news section), Village TV (message board, pre-recorded program and "This Day"), *Laguna Woods Globe* newspaper, club social media, e-blasts to members and flyer distribution. All forms of club publicity or advertising, unless more restrictively stated, must say "For Laguna Woods Village residents and their guests only." Outside businesses, entertainers, caterers and/or speakers may not advertise Laguna Woods Village events.

Clubhouse 2 literature racks were previously located behind the ballroom and were removed during renovations in 2016. At the July CAC meeting a request was made by GRF Director Richard Palmer to reviews and reinstate flyers at Clubhouse 2.

DISCUSSION

Clubhouse 2 is a single destination facility. Users have a specific purpose for visiting the facility, such as attending a social/dinner event. Other clubhouses are multi-destination facilities and offer amenities such as swimming, billiards, dinners, dances, concerts, archery, fitness and education classes. Due to the high foot traffic, having flyers at these clubhouses is warranted.

Maintaining the flyer rack at each clubhouse requires staff up to 30 minutes per day equating to approximately three and half hours per week per clubhouse.

FINANCIAL ANALYSIS

The estimated cost associated with managing the proposed flyer racks at Clubhouse 2 is approximately \$52 per week or more than \$2,700 annually.

Prepared By: Jennifer Murphy, Recreation Manager

Reviewed By: Brian Gruner, Recreation and Special Events Director
Siobhan Foster, Chief Operating Officer

ATTACHMENT(S)

ATT1: GRF Flyer Policy

ATTACHEMENT 1

Golden Rain Foundation Recreation and Special Events Department Policies and Procedures

Clubs/Groups/Organizations

D. Flyers

1. All flyers must be stamped in advance by the Recreation Department.
2. GRF does not endorse any event/trip/product/service advertised on flyers.
3. Flyers are only permitted in designated locations and are subject to space availability.
4. If flyer is in a foreign language, an exact English translation must be provided on the back side.
5. Only two flyers per club/group/organization are allowed at any one time.
6. Flyer size is 8.5 by 11 inches only.
7. Sponsor logo identification is not permitted on flyers.
8. Flyers must be for an event within Laguna Woods Village or a trip coordinated by a club/group/organization; general information flyers are prohibited.
9. Flyers must contain the date of the event, name and contact information (Resident phone number or email) of the club representative.
10. Use of "LW" or "LWV," either alone or in combination with other letters, is prohibited unless associated with club email or website address.
11. Flyers may be submitted no more than three days prior to when they are posted.
12. Flyers may not be posted more than 60 days prior to the earliest date on the flyer; multiple dates may not be displayed longer than 30 days following the earliest date; thereafter, flyers must be resubmitted with revised dates.
13. Flyers must be submitted the Recreation Department; club/group/organization may not directly post flyers on the flyer racks.
14. Flyers not approved by the Recreation Department will be removed and discarded.
15. Flyers, unless more restrictively stated, must contain the phrase "For Laguna Woods Village Residents and their guests only."

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STAFF REPORT

DATE: September 12, 2019
FOR: Community Activities Committee
SUBJECT: 2020 Fee Policy Updates

RECOMMENDATION

Recommend pricing policy updates to reflect fee changes that will take effect January 1, 2020.

BACKGROUND

With adoption of the 2020 Business Plan on September 3, 2019 via resolution 90-19-43, the underlying fee pricing policies now require updates to effect the board-directed changes as of January 1, 2020.

DISCUSSION

Below is a list of revisions that are reflected in the redlined GRF Pricing Policy (Attachment 1):

- Revise the Resident Room Reservation split to 20% user fee and 80% shared cost
- Revise to Room Rental Exception Rates to 100% user fee, no shared cost
- Increase Trail Rides fee to a 50/50 split between user fees and shared costs
- Increase Private Lesson fee to a 50/50 split between user fees and shared costs
- Add a 10% Administrative Fee to all options listed on a Stable Feed Menu
- Discontinue Horse Transportation Services at the Equestrian Center
- Horse Trailer Storage Fees will be 50% of RV Lot Rental Fee
- Follow existing pricing policy for Garden Center garden and shade plots, using this same 32/68 percentage split between user fees and shared costs for tree plots
- Increase the Bridge Room Guest Fee from \$4.00 to \$5.00 per guest per visit.

FINANCIAL ANALYSIS

The current year business plan for this Corporation includes non-assessment revenues of \$13,619,506, generated through fines, fees, and charges. These alternative sources of revenue, inclusive of the Trust Facilities Fee, help keep the assessment down, by an amount equivalent to \$89 per manor per month.

Prepared By: Betty Parker, Chief Financial Officer

Reviewed By: Brian Gruner, Recreation and Special Events Director
Siobhan Foster, Chief Operating Officer

Committee Routing: Community Activities Committee
Finance Committee

ATTACHMENT(S)

ATT 1: GRF Pricing Policies - Redlined

RESOLUTION 90-19-XX

Room Reservation Rate Pricing Policy

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

WHEREAS, the Board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs and their adoption of the 2020 Business Plan included certain fee changes.

NOW THEREFORE BE IT RESOLVED, November 5, 2019, that the Board of Directors of this Corporation hereby adopts the following revisions to the Room Reservation Rate Pricing Policy:

Resident Room Reservation Fee

- I. An equal hourly rate will be applied for private party, club and church/religious reservations.
- II. A Resident Room Reservation Fee shall be charged for the amount of time required for the use of a reservable room, beginning with a two-hour minimum and increasing in hourly increments thereafter, with large ballrooms and main lounges requiring a four-hour minimum.
- III. A Setup Fee shall be charged for the time blocked out prior to and/or after each reservation necessary to prepare/cleanup the room, during which the room is not available to other users.
- IV. The reservation and setup fees shall be based on the estimated hourly cost of each reservable room, rounded up to the nearest dollar, and will be adjusted annually on the basis of annual operational costs, capital costs, reservable hours, and a percentage to be shared by the Community at large.
- V. The percentage to be shared by the Community at large to maintain an equitable and reasonable division between the user and the monthly assessment shall be ~~82~~ 80 percent for all rooms.
- VI. The charge for Performing Arts Center Auditorium Event with Admission shall be a flat fee of \$395 per day.

Reservation Exception Rates

A rate that is different from the resident rate shall apply to all room reservations that meet the criteria for the "Exception Rate" as defined in the GRF Recreation Division Policy. This rate shall be applied as follows:

- I. An exception rate room reservation fee shall be charged for the amount of time required for the use of a reservable room, beginning with a two-hour minimum and increasing in hourly increments thereafter.

- II. In the case of the Performing Arts Center Auditorium, the exception rate room reservation fee shall be charged on a daily basis.
- III. A setup fee shall be charged for the time blocked out prior to and/or after each reservation necessary to prepare/clean-up the room, during which the room is not available to other users.
- IV. The exception rate room reservation fee and setup fee shall be based on the lowest hourly rental fee charged for similar facilities outside of the Village, but in the local area, ~~discounted by 50 percent~~; and rounded up to the nearest dollar.
- V. For Performing Arts Center Auditorium, the exception rate shall be based on the lowest daily per-seat rental fee charged for similar facilities outside of the Village, but in the local area, ~~discounted by 50 percent~~; and rounded up to the nearest dollar.
- VI. The exception rate room reservation fees will be adjusted periodically on the basis of changes in the external rental fees and the percentage discount; then reflected on the fee schedule.

RESOLVED FURTHER, that this resolution shall be effective January 1, 2020, at which time Resolution 90-17-36 adopted November 7, 2017, is hereby superseded and canceled; and

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

RESOLUTION 90-19-XX

Equestrian Center Pricing Policy

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

WHEREAS, the Board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs and their adoption of the 2020 Business Plan included certain fee changes;

NOW THEREFORE BE IT RESOLVED, November 3, 2019, that the Board of Directors of the Corporation hereby adopts a revised GRF Pricing policy relative to the Equestrian Center:

Horse Boarding and Horse Feed Fees

- A Horse Boarding Fee shall be charged, monthly, to residents who wish to board their horse(s) at the Equestrian Center.
- The fee, rounded up to the nearest dollar, shall be based on the estimated monthly cost to board a resident's owned or leased horse, and **65%** shared (subsidized) by the community at large.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, and percentage shared by the community at large.
- The GRF Board of Directors will periodically review the estimated monthly cost of boarded horses and determine what shared percentage to apply in order to maintain an equitable and reasonable division between the user and the monthly assessment (per Resolution 90-12-132, Guidelines for Shared Costs and Fees).
- The cost of feed will be fully absorbed by the resident based on their selection from the menu of options with the addition of a 10% Administrative Service Fee.

Horse Trailer Storage & Horse Transportation Fees

- If space allows, residents may store their horse trailers at the Equestrian Center. The fee to store a horse trailer shall be 50% of the the same as that charged charge for a recreational vehicle in the RV Storage Lots.
- ~~GRF shall be reimbursed the cost of transporting a horse for a resident. The costs include: labor, fuel, and wear and tear on the trailer and vehicle.~~

Trail Ride Fees

- A separate fee shall be charged for trail rides for residents and their guest(s).
- The fees, rounded up to the nearest dollar, shall be based on: the estimated hourly cost of labor and the cost of the horse used to lead

the trail ride; and

- for residents, 50% ~~64%~~ shared (subsidized) by the community at large
- for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

Lesson Fees

- Fees shall be charged for individual and group lessons for residents and their guest(s).
- The fees, rounded up to the nearest dollar, shall be based on: the estimated hourly cost of labor and the cost of the horse used to provide the lesson; and
 - for residents, 50% ~~64%~~ shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

Horse Rental Fee

- A resident fee and a guest fee shall be charged for the use of a GRF owned horse for lessons and trail rides.
- The fees, rounded up to the nearest dollar, shall be based on the estimated hourly cost of a GRF owned horse; and
 - for residents, 50% ~~64%~~ shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

RESOLVED FURTHER, that this resolution shall be effective January 1, 2020, at which time Resolution 90-15-02 adopted January 6, 2015, is hereby superseded and canceled; and

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

RESOLUTION 90-19-XX

Garden Center Pricing Policy

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

WHEREAS, the Board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs and their adoption of the 2020 Business Plan included certain fee changes.

NOW THEREFORE BE IT RESOLVED, November 5, 2019, that the Board of Directors of the Corporation hereby adopts the GRF Garden Center Pricing Policy:

Garden Center Rental Pricing Policy

- Garden Plot Rental Fee shall be charged annually for each type of plot (Garden Plot, Tree Plot, and Shade Area Bench)
- The Plot Rental Fee, rounded up to the nearest dollar, shall be based on the estimated annual per square foot cost of the facility applied to the maximum square feet per size category of Garden plots and the average square feet for Tree and Shade Area Bench Plots; and will be adjusted annually on the basis of annual operational costs, capital costs, and the percentage(s) shared (subsidized) by the community at large as illustrated in the table below:

Plot Type	Percentage Shared by the Community*
Garden Plots	68
Tree Plots	68 90
Shade Area Bench	68

*Per Resolution 90-12-132, Guidelines for Shared Costs & Fees, 1% to 99%

If grandfathered up to 400 Sq. Ft., the resident will pay for two Garden plots.

- The GRF Board of Directors will periodically review the estimated annual cost of each plot type and determine what shared percentage to apply in order to maintain an equitable and reasonable division between the user

and the monthly assessment (per Resolution 90-12-132, Guidelines for Shared Costs and Fees)

RESOLVED FURTHER, that rototilling and plot clean-up services will become chargeable services and shall be removed from the Fee Schedule;

RESOLVED FURTHER, that this resolution shall be effective January 1, 2020 at which time Resolution 90-17-05 adopted February 7, 2017, is hereby superseded and canceled; and

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

RESOLUTION 90-19-XX

Bridge Room Guest Fee

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

WHEREAS, on December 2, 2008, by way of Resolution 90-08-92, the Board of Directors of this Corporation approved the current Bridge Room Guest Fee of \$4.00 per guest per day.

WHEREAS, the Board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs and their adoption of the 2020 Business Plan included certain fee changes.

NOW THEREFORE BE IT RESOLVED, November 5, 2019 that the Board of Directors hereby revises the Bridge Room Guest Fee with an increase from \$4.00 to \$5.00 per guest per day.

RESOLVED FURTHER, that guest fees shall be collected on behalf of and submitted to GRF in a timely manner with accounting records.

RESOLVED FURTHER, that this resolution shall be effective January 1, 2020, at which time Resolution 90-08-92 adopted December 2, 2008 is hereby superseded and canceled; and

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