

**REPORT OF THE SPECIAL MEETING OF THE GOLDEN RAIN FOUNDATION OF  
LAGUNA WOODS BUSINESS PLANNING COMMITTEE  
2009 BUSINESS PLANNING MEETING – VERSION 1  
June 23, 2008**

The Golden Rain Foundation Business Planning Committee met on Monday, June 23, 2009 at 9:00 A.M. in the Community Center Board Room at 24351 El Toro Road, Laguna Woods, California.

Members Present: Bob Miller, Don Tibbets, Noel Hatch, John Paulus and Jim McNulty.

Members Absent: Bob Hatch and Richard Wurzel.

Others Present: Jack Bassler (arrived at 9:33 A.M.), Ken Hammer, Joseph Heller, Ruth May, Bea McArthur (left 11:40 A.M.), Mark Schneider, Erwin Stuller (arrived 9:40 A.M. left 12:00 P.M.) – GRF

John Dalis, Lloyd Foster, Maxine McIntosh (arrived at 10:37 A.M.), Mary Stone, Bevan Strom, Linda Wilson (arrived 10:00 A.M.)– United

Dominic Burrasca, Cynthia Connors (arrived at 10:40 A.M. left at 11:00 A.M.), Jim Matson (left at 10:40 A.M.) - Third

Cheryl Walker–Laguna Woods Globe (arrived at 9:10 A.M.)

Staff Present: Milt Johns, Janet Price, Betty Parker, Marcel Bradley, Jerry Rathje, Kurt Rahn, Ralph Shafer, Rob Merritt (arrived at 10:10 A.M.), Steve La Fortune, Jose Campos and Marci Mednick.

**CALL TO ORDER**

Bob Miller, Chair, declared that the meeting had been properly noticed, a quorum was present, and called the meeting to order at 9:04 A.M.

**ACKNOWLEDGEMENT OF PRESS**

Press was not present when the meeting began.

**MEMBER COMMENTS**

Mr. Nesvig (2392-3H) stated that he would like to see prior year actuals in the budget presentation.

**REVIEW PROPOSED 2009 BUSINESS PLAN**

Janet Price, Finance and Administration Director, presented the proposed 2009 Business Plan – Version 1, and the following items were addressed.

**ASSUMPTIONS**

Ms. Price explained the Policies, Practices, Directives & Assumptions used for developing the proposed 2009 Business Plan.

**OPERATING BUDGET**

Ms. Price reviewed staffing levels for the 2009 Operating Plan and advised of staffing level changes. It was mentioned that additional hours for pool 4 are included in this version of the plan and that discussions are in progress at the committee level that may have an impact on staffing for additional fitness center hours in Recreation and an ombudsman position in Maintenance.

There was discussion regarding the addition of a staff person to the General Management Division for the strategic communication plan adopted by GRF in 2008. There was also discussion regarding the recreation needs assessment survey. To date, no proposed changes in staffing levels have been made as a result of the survey and none have been incorporated in this version.

B. Copley (410-D), R. May (671-B), E. Nesvig (2392-3H), M. Schneider (5058), B. Strom (30-A), T. Shapiro (2391-3A), and M. Wall (239-D) commented on staffing.

Ms. Price indicated that the plan for Workers Compensation Insurance is overstated and a reduction will be made in Version 2.

Ms. Price reviewed Utilities and Fuel and noted that the budget anticipates fuel charges of \$3.77 per gallon. A motion was made, seconded and carried unanimously to increase Utilities and Fuel by an amount equivalent to \$.05 PMPM.

E. Nesvig (2392-3H) and M. Wall (239-D) commented on water.

Ms. Price noted that the 2009 Plan reflects the GRF Board Directive to transfer Staff Support from the Other Operating category to the Management Fee.

B. Copley (410-D) commented on management fees.

A motion was made, seconded and carried unanimously to remove the contingency for potential network programming retransmission fees of \$305,000.

B. Copley (410-D) commented on retransmission fees.

Discussion ensued regarding the projections for uncollectible accounts.

B. Strom (30-A) and C. Conners (3242-3A) commented on the impact of uncollectible accounts on the Mutuals.

B. Copley (410-D) commented on mileage reimbursements.

Ms. Price noted that a recommendation for surplus/deficit recovery will be made in Version 2 and that Staff anticipates a correction in the allocations for General Management.

#### RESERVE CONTRIBUTIONS

Ms. Price explained how the Replacement Reserves 30-Year Funding Plan was developed and how funding levels are determined to prevent large fluctuations for reserve contributions in future years.

Ms. Price showed that the Unappropriated Expenditures Fund and the General Operating Fund are shown as combined into one Contingency Fund.

It was confirmed that \$1,000,000 of prior years' surplus was transferred to the Facilities Fund by Board action in 2008 and reflected in the projected reserve balance of the Facilities Fund.

B. Copley (410-D) commented on the transfer of surplus to reserves.

#### CAPITAL EXPENDITURES

Ms. Price reviewed proposed capital items removed by standing committees.

Director Heller commented on the purchase of passenger vans. Discussion ensued regarding the potential for downtime with vehicle failures. B. Strom (30-A, L. Foster (2162-C) L. Wilson (816-P) commented on the reconsideration of these items.

A motion was made, seconded and carried unanimously to refer the following capital submittals back to the GRF Maintenance & Construction Committee for reconsideration: 15-Passenger Van (2), 12-Passenger Van, and 8-Passenger Van.

Ms. Price discussed the Community Center Data UPS and the need to maintain reliable power for the telecommunication equipment in the Community Center which serves as the incident command center in the event of an emergency.

A motion was made, seconded and carried unanimously to refer the capital submittal for Community Center Data UPS back to the GRF Maintenance & Construction Committee for reconsideration.

A motion was made and seconded to refer the installation of lighting at Clubhouse 4 back to the GRF Maintenance & Construction Committee for reconsideration. Director Hammer reminded the Committee of the need to investigate solar lighting options and Director McIntosh commented on the Clubhouse 4 usage. The motion failed with one in favor and three opposed (Tibbets, Hatch, Paulus)

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The Committee reviewed the 2009 capital submittals and reached a consensus for approval of each submittal.

It was requested that the slide titled "Community Savings" be distributed. Ms. Price indicated that it will be included with Version 2 of the Business Plan.

**DIRECTOR COMMENTS**

Mr. Miller thanked Staff for their work on the Plan.

The Chair announced that all business had been addressed and therefore cancelled the Version 1 Meeting B scheduled for June 26, 2008 at 9:00 A.M. The next meeting of the Business Planning Committee will be July 22, 2008 at 9:00 A.M. to review Version 2 of the proposed business plan.

**ADJOURNMENT**

The meeting was adjourned at 12:06 P.M.

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Bob Miller, Chair