

OPEN SESSION

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

Tuesday, November 01, 2022, 9:30 a.m. 24351 El Toro Road, Laguna Woods, California Board Room/Virtual Meeting

Directors Present: Bunny Carpenter, Egon Garthoffner, James Hopkins, Don Tibbetts,

Gan Mukhopadhyay, Joan Milliman, Yvonne Horton, Reza Karimi,

Juanita Skillman, Debbie Dotson, Elsie Addington

Directors Absent: None

Staff Present: CEO - Siobhan Foster, Makayla Schwietert, Paul Nguyen, Robert

Carroll, Alison Giglio, Eric Nunez, Steve Hormuth, Kurt Wiemann,

Carlos Rojas, Grant Shultz

Other Directors

Present: None

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

Director Dotson called the meeting to order at 9:31 a.m. and established that a quorum was present.

2. Pledge of Allegiance

Director Addington led the Pledge of Allegiance to the Flag.

3. Acknowledgment of Media

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

4. Approval of Agenda

Director Dotson requested an approval of the agenda.

Director Milliman requested that Item 12d not to be placed on 28-Day hold, because it did not meet the criteria.

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

5. Approval of Minutes

- a. October 4, 2022 GRF Board Regular Open Meeting
- **b.** October 7, 2022 GRF Board Special Open Meeting
- c. October 20, 2022 GRF Agenda Prep Meeting

There being no objections, the minutes of October 4, 2022 – GRF Board Regular Open Meeting were approved by unanimous consent.

There being no objections, the minutes of October 7, 2022 – GRF Board Special Open Meeting were approved by unanimous consent.

There being no objections, the minutes of October 20, 2022 – GRF Agenda Prep Meeting were approved by unanimous consent.

President Carpenter entered the meeting at 9:35 a.m.

6. Report of the Chair

President Carpenter commented on the following items:

• The Building E proposal at the Corporate Members meeting did not pass, and is currently on hold.

THIS ITEM WAS DISCUSSED BEFORE ITEM 6

7. CEO Report

Siobhan Foster-CEO gave a report on the following items:

- SB 326 Balcony, Walkway Inspections
 - a. In August 2019 Governor signed Senate Bill 326 into law
 - b. The law requires residential HOAs to perform visual and technological inspections of exterior elevated elements at condominium buildings
 - United and Third mutuals hired consultant Cardoso & Associates to conduct statemandated inspections of building exterior elevated elements to comply with the new law
 - d. Inspections began in United in September 2022
 - e. Inspections for Third will begin in January 2023
 - f. Inspections for both mutuals must be completed by January 1, 2025
 - g. The Inspector may require access to balconies from inside certain units
 - h. Schedule of United Mutual units to which consultant will need interior access between 9 a.m. and 1 p.m. on the corresponding day is available on Village website on: News tab
 - If you are not available on your unit's scheduled day and/or if you are unsure there is a current unit key on file with Resident Services, please contact the department at 949-597-4600
 - j. If inspector finds that repairs are necessary, a contractor will take immediate preventive steps until repair work is scheduled

- k. If repairs are required, members will be notified by mail 15 days in advance
- I. Sample letter is available on Village website on: News tab
- m. Important inspection details:
 - i. Not all units will be inspected—only scheduled units
 - ii. Units are selected randomly by consultant
- iii. Maintenance and Construction Department only gets three months in advance of schedule from consultant
- iv. Inspection cannot be rescheduled
- Resident Services Key File Program
 - a. Resident Services maintains keys to manors within community for convenience of residents
 - b. Members are encouraged to file manor keys or keyless manor entry codes with Resident Services to ensure:
 - i. Authorized personnel may gain access to manor to perform necessary maintenance repairs in event of emergency
 - ii. Residing members can obtain their manor keys or keyless manor entry codes to gain manor access if/when need arises
 - c. Strict and redundant security and accountability measures in place for keys/keyless manor entry codes
 - d. Code for keyless entry assistance is kept in locked drawer with other keys
 - e. To submit keys or keyless manor entry codes to key file program, visit Resident Services:
 - i. Monday through Friday from 8 a.m. to 5 p.m.

8. Open Forum (Three Minutes per Speaker)

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

- A member commented on The Foundation of Laguna Woods Village update and spoke about becoming a Legacy Donor
- Multiple members commented on The Baby Boomers Club and their annual Woodstock Event
- A member commented on GRF Fees
- Multiple members commented on GRF recreational facility availabilities and staffing
- Multiple members commented on EV Charging stations

9. Responses to Open Forum Speakers

The following are responses to the open forum speakers:

- President Carpenter and Director Horton commented on staffing of recreational facilities and stated there are difficulties in staffing evening hour events
- Director Horton commented on the rental of the mobile stage
- Director Dotson commented that members with questions or concerns about recreational facilities should attend CAC meetings first on the second Thursday of each month
- Multiple directors commented on EV Chargers and the difficulties of dealing with Southern California Edison

- President Carpenter commented on the John Beckett matter and apologized for her behavior
- Director Hopkins commented and asked questions of Mr. John Beckett pertaining his letter to The Globe with misinformation to the members

10. Consent Calendar

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

Recommendation from the Finance Committee:

10a. Consistent with its statutory obligations a subcommittee of the board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of September 2022, and by this vote ratified that such review be confirmed in this month's Board Member Open Session Meeting minutes.

10b. Defund Obsolete GRF Projects

Director Milliman read the following resolution:

RESOLUTION 90-22-48

Proposed Defunding at Year-End

WHEREAS, Resolution 90-22-43, adopted and approved the Capital Reserve Expenditures Plan of this Corporation for the year 2023; and

WHEREAS, Department heads reviewed the Reserve Expenditures Report and identified items eligible to be closed or funding reduced; and

WHEREAS, (1) three from the Equipment Fund, (2) One from Facilities Fund (3) and reducing the amount for one from the Equipment Fund by year end on December 31, 2022 as follows:

Item Number	Description	Reductio
Fund		n
JP200210000	Transfer Switches	\$100,00
EQF		0
JP220130000	CH1 Treadmills	\$30,500
EQF		
JP220140000	CH1 Elliptical Trainer	\$5,000
EQF	·	
JP220410000	Security Vehicle (4)	\$60,000
EQF	- , ,	

JP220240000 FF	Building E	\$200,00
		0

WHEREAS, The 2022 annual capital items will be closed at year end and replaced with 2023 capital items;

NOW THEREFORE BE IT RESOLVED, November 1, 2022, that the Board of Directors of this Corporation hereby approves this resolution in accordance with the described reasoning;

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 as written.

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

11. Unfinished Business

11a. Entertain a Motion to Approve Garden Center Operating Rules (AUGUST initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)

Director Milliman read the following resolution:

RESOLUTION 90-22-49

Garden Center Operating Rules

WHEREAS, the Board has set polices and operating rules for usage of GRF facilities; and

WHEREAS, the Recreation and Special Events Department oversees the use of facilities; and

WHEREAS, the Department is responsible for ensuring that safety and compliance procedures are followed, protect facilities and enforce policy and operating rules; and

WHEREAS, the proposed amendments improve the understandability of the policies and procedures and facilitates implementation by staff; and

WHEREAS, on September 8, 2022, the Community Activities Committee approved the amended Garden Center operating rules; and

WHEREAS, this resolution supersedes and cancels resolution 90-16-55, adopted December 6, 2016;

NOW THEREFORE BE IT RESOLVED, that on November 1, 2022, the Board of Directors of this Corporation hereby adopts the amended Garden Center operating rules; and

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

Director Milliman made a motion to approve the Resolution 90-22-49. Director Horton seconded the motion.

Discussion ensued among the board.

Hearing no changes or objections, the motion was approved unanimously.

11b. Update Committee Appointments

Director Milliman read the following resolution:

RESOLUTION 90-22-50

GRF Committee Appointments

RESOLVED, November 1, 2022, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Strategic Planning Committee

Debbie Dotson, Chair (GRF)

James Hopkins (GRF)

Gan Mukhopadhyay, Alternate (GRF)

Mark Laws (Third)

Nathaniel Ira Lewis (Third)

Anthony Liberatore, Alternate (United)

Cash Achrekar (United)

Diane Casey (United)

Mary Simon (United)

Reza Bastani (United)

Ryna Rothberg (Mutual 50)

Advisor: Dick Rader

Community Activities Committee

Yvonne Horton, Chair (GRF)

Elsie Addington (GRF)

Joan Milliman, Alternate (GRF)

Annie McCary (Third)

Cush Bhada (Third)

Jules Zalon, Alternate (Third)

Mark Laws (Third)

Maggie Blackwell (United)

Diane Casey (United)

Pearl Lee (United)

Ryna Rothberg, (Mutual 50)

Advisors: Roland Boudreau, Ajit Gidwani

Finance Committee

James, Hopkins, Chair (GRF)

Elsie Addington (GRF)

Debbie Dotson, Alternate (GRF)

Donna Rane-Szostak (Third)

Mark Laws (Third)

Azar Asgari (United)

Diane Casey, Alternate (United)

Pat English (United)

Thomas Tuning (United)

Al Amado (Mutual 50)

Sue Stephens, Alternate (Mutual 50)

Advisor: Rosemarie diLorenzo

<u>Information Technology Advisory Committee (ITAC)</u>

James Hopkins, Chair (GRF)

Bunny Carpenter (GRF)

Deborah Dotson (GRF)

Diane Casey (United)

Cash Achrekar (United)

Thomas Tuning (United)

Mark Laws (Third)

Advisor: Sue Margolis

Landscape Committee

Juanita Skillman, Chair (GRF)

Reza Karimi (GRF)

Yvonne Horton, Alternate (GRF)

Maggie Blackwell (United)

Diane Casey (United)

Lenny Ross (United)

Jules Zalon (Third)

Nathaniel Ira Lewis (Third)

Annie McCary, Alternate (Third)

Vacant (Mutual 50)

Advisor: Lynn Jarrett

Maintenance & Construction Committee

Egon Garthoffner, Chair (GRF)

Gan Mukhapadhyay (GRF)

Reza Karimi, Alternate (GRF)

James Cook (Third)

John Frankel, Alternate (Third)

Ralph Engdahl (Third)

Cush Bhada, Alternate (Third)

Cash Achrekar (United)

Lenny Ross (United)

Reza Bastani (United)

Mary Simon (United)

Sue Stephens (Mutual 50)

Advisors: Steve Leonard, Bill Walsh, Carl Randazzo, Ajit Gidwani

Clubhouse Renovation Ad Hoc Committee

Egon Garthoffner, Chair (GRF)

Gan Mukhopadhyay (GRF)

Deborah Dotson (GRF)

Reza Karimi (GRF)

John Frankel (Third)

Cush Bhada, Alternate (Third)

Ralph Engdahl (Third)

Diane Casey (United)

Pat English (United)

Reza Bastani (United)

Mary Simon (United)

Advisors: Ajit Gidwani, Carl Randazzo, Bill Walsh

Media and Communications

Joan Milliman, Chair (GRF)

Juanita Skillman (GRF)

Deborah Dotson, Alternate (GRF)

Annie McCary (Third)

James Cook (Third)

Cris Prince, Alternate (Third)

Neda Ardani (United)

Anthony Liberatore (United)

Maggie Blackwell (United)

Ryna Rothberg, (Mutual 50)

Advisors: Carmen Pacella, Tom Nash, Lucy Parker, Theresa Frost, Lynn Jarrett

Website Ad Hoc Committee

Joan Milliman, Chair (GRF)

Debbie Dotson (GRF)

Elsie Addington, Alternate (GRF)

Anthony Liberatore (United)

Pearl Lee (United)

Azar Asgari (United)

Annie McCary (Third)

Mark Laws, Alternate (Third)

Advisors: Lucy Parker, Diane Phelps, Lynn Jarrett

Broadband Ad Hoc Committee

Joan Milliman, Chair (GRF)

Jim Hopkins (GRF)

Debbie Dotson (GRF)

Cris Prince (Third)

Jim Cook (Third)

Diane Casey (United)

Maggie Blackwell (United)

Margaret Bennett (Mutual 50)

Mobility & Vehicles Committee

Don Tibbetts, Chair (GRF)

Egon Garthoffner (GRF)

Elsie Addington, Alternate (GRF)

James Cook, Alternate (Third)

Cush Bhada (Third)

John Frankel (Third)

Maggie Blackwell (United)

Pearl Lee (United)

Azar Asgari (United)

Pat English (United)

Vacant (United)

Margaret Bennett (Mutual 50)

Sue Stephens, Alternate (Mutual 50)

Advisor: Vashi Williams

Security and Community Access

Don Tibbetts, Chair (GRF)

Reza Karimi (GRF)

Annie McCary (Third)

Cris Prince (Third)

Donna Rane-Szostak, Alternate (Third)

Cash Achrekar (United)

Maggie Blackwell (United)

Sue Stephens (Mutual 50)

Margaret Bennett, Alternate (Mutual 50)

OTHER COMMITTEES:

Disaster Preparedness Task Force

Eric Nunez, Chair

Juanita Skillman (GRF)

Gan Mukhapadhyay (GRF)

James Cook (Third)

John Frankel (Third)

Donna Rane-Szostak, Alternate (Third)

Anthony Liberatore (United)

Diane Casey (United)

Cash Achrekar, Alternate (United)

Pat English (United)

John Carter (Mutual 50)

Advisors: Tom Soule, Bruce Bonbright

Laguna Woods Village Traffic Hearings

(Chair will alternate between Boards)

Elsie Addington (GRF)

Deborah Dotson, Alternate (GRF)

John Frankel (Third)

Mark Laws, Alternate (Third)

Anthony Liberatore, Alternate (United)

Cash Achrekar, Alternate (United)

Pearl Lee (United)

Neda Ardani (United)

Jules Zalon (Third)

Board Members by Rotation (Mutual 50)

Purchasing Ad Hoc Committee

Bunny Carpenter, Chair (GRF)

Jim Hopkins (GRF)

Mark Laws (Third)

Donna Rane-Szostak (Third)

Ralph Engdahl, (Third)

Diane Casey (United)

Neda Ardani (United)

Thomas Tuning (United)

Lenny Ross (United)

Advisor: Carl Randazzo, Robert Mutchnick

Select Audit Task Force

James Hopkins (GRF)

Diane Phelps (GRF)

Cynthia Rupert (United)

Peggy Moore (Third)

Insurance Ad Hoc Committee

Bunny Carpenter, Chair (GRF)

Anthony Liberatore (United)

Lenny Ross (United)

Cash Achrekar (United)

Cris Prince (Third)

Mark Laws (Third)

Jim Cook (Third)

Yvonne Horton (GRF)

Reza Karimi (GRF)

Juanita Skillman (GRF)

Advisors: Leleng Isaacs, Kathryn Freshley, Bob Laux

Compliance Ad Hoc Committee

Bunny Carpenter, Chair (GRF)

Maggie Blackwell (United)

Pearl Lee (United)

Mark Laws (Third)

Annie McCary (Third)

Joan Milliman (GRF)

Juanita Skillman (GRF)

Reza Karimi (GRF)

RESOLVED FURTHER, that Resolution 90-22-41 adopted September 6, 2022, is hereby superseded and cancelled; and

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

Director Milliman made a motion to approve the Resolution 90-22-50. Director Karimi seconded the motion.

Director Milliman made a motion to approve the Resolution as amended. Director Addington seconded.

Hearing no changes or objections, the motion was approved unanimously as amended.

11c. Building E Update (Oral Discussion) – President Carpenter

President Carpenter provided an update regarding the Building E plans.

Discussion ensued among the board.

12. New Business

12a. Entertain a Motion to Approve Saddleback Church Club Request for Exception to Clubhouse Holiday Hours (November initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-22-XX

Religious Church Club Request for Exception to Clubhouse Holiday Hours

WHEREAS, the Recreation and Special Events Department oversees all recreation facilities. On May 5, 2020 GRF approved and adopted Clubhouse Holiday Hours resolution 90-20-19 allowing all clubhouses to remain closed on New Year's Day beginning January 2021; and

WHEREAS, Saddleback Church Club requested for an exception to Clubhouse Holiday Hours and is requesting to meet in Clubhouse 5 on Sunday, January 1, 2023, from 7:30 a.m. to 1 p.m.; and

WHEREAS, on October 13, 2022, the Community Activities Committee approved the all church exception to Clubhouse Holiday Hours for one service only on January 1, 2023, and to include all additional costs; and

WHEREAS, presently, there are four Village churches who meet on Sundays in the clubhouses. When the Performing Arts Center reopens one additional church will resume meeting on Sundays.

Club	Location	Hours Reserved	Cost of Rental
Saddleback Church	CH5, Main Lounge	7:30 a.m. to 1 p.m.	\$141
Joyful Christian Church	CH1, Main Lounge	9:30 a.m. to 1:30 p.m.	\$47
Village Church	CH7, Main Lounge	8 a.m. to 2 p.m.	\$52
Center for Spiritual Living	Village Greens, Club Rooms 1, 2 and 3	10 a.m. to 1 p.m.	\$42

Full time and part time hourly staff who are scheduled to work on one of the designated VMS holidays receive holiday pay equal to 1.5 times base pay; and

WHEREAS, the Saddleback Church Club reservation is for five hours and 30 minutes. Setup and breakdown of the main lounge takes a total of four hours. The cost to staff Saddleback Church Club on January 1, 2023 is approximately \$412; total includes wage rate (plus holiday pay), burden rate and overhead rate. The labor (\$412) and room rental (\$141) total \$553;

NOW THEREFORE BE IT RESOLVED, December 6, 2022, the Board of Directors of this Corporation hereby adopts the all church exception to Clubhouse Holiday Hours for one service only on January 1, 2023, and to include all additional costs; and

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

Director Milliman made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Dotson seconded the motion.

There being no objections, the motion was approved unanimously. (NOVEMBER Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360).

12b. Entertain a Motion to Approve Equestrian Center Operating Rules (November initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-22-XX

WHEREAS, the Board has set polices and operating rules for usage of GRF facilities; and

WHEREAS, the Recreation and Special Events Department oversees the use of facilities:

WHEREAS, the Department is responsible for ensuring that safety and compliance procedures are followed, protect facilities and enforce policy and operating rules;

WHEREAS, the proposed amendments improve the understandability of the policies and procedures and facilitates implementation by staff; and

WHEREAS, on October 13, 2022, the Community Activities Committee approved the amended Equestrian Center operating rules as presented; and

WHEREAS, that this resolution supersedes and cancels resolution 90-16-43, adopted September 6, 2016;

NOW THEREFORE BE IT RESOLVED, that on December 6, 2022, the Board of Directors of this Corporation hereby adopts the amended Equestrian Center operating rules as presented and attached to the official minutes; and

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

Director Milliman made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Addington seconded the motion.

Discussion ensued among the board.

There being no objections, the motion was approved unanimously. (NOVEMBER Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360).

12c. Entertain a Motion to Approve Equestrian Center Horse Boarding Agreement (November initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-22-XX

Equestrian Center Horse Boarding Agreement

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

WHEREAS, boarders are required to sign a release, waiver of liability and indemnity agreement and complete required forms for transportation, emergency treatment, rider and helper authorization and acknowledge and agree to the GRF Equestrian Center Operating Rules. Additionally, all boarders must meet insurance requirements and provide proof; and

WHEREAS, A boarding agreement is crucial for both the boarding stable and the horse owner; it sets responsibilities and governs potential liability issues and any emergencies that could arise; and

WHEREAS, legal counsel advised GRF to develop a boarding agreement to limit liability; noting either party should be able to terminate the agreement without cause on a certain number of days' notice. Further, the agreement should allow GRF to terminate the lease agreement with cause under certain circumstances geared towards protecting the health and safety of the horses, people, and the facility. Termination should also be allowed for nonpayment; and

WHEREAS, recommendations were received from staff and committee members to ensure safety and compliance. The presented boarding agreement addresses horse injury and death, boarder injury and death, personal property damage and loss, third- party lawsuits, termination, abandonment and unpaid fees. GRF legal counsel has reviewed and approved the Horse Boarding Agreement; and

WHEREAS, on October 13, 2022, the Community Activities Committee approved the Equestrian Center Horse Boarding Agreement as presented;

NOW THEREFORE BE IT RESOLVED, that on December 6, 2022, the Board of Directors of this Corporation hereby adopts the Equestrian Center Horse Boarding Agreement as presented and attached to the official minutes of this meeting; and

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

Director Milliman made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Dotson seconded the motion.

Discussion ensued among the board.

There being no objections, the motion was approved unanimously. (NOVEMBER Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360).

12d. Entertain a Motion to Approve Workers Comp Collateral Requirement

Director Milliman read the following resolution:

RESOLUTION 90-22-51

Workers Comp. Collateral Requirement

WHEREAS, the Golden Rain Foundation maintains a letter of credit with Bank of America in an amount sufficient to meet collateral requirements for the workers compensation insurance policy; and

WHEREAS, Safety National, the workers compensation insurance provider, requires an increase in the letter of credit by \$275,000 to meet collateral requirements for renewal of the workers compensation policy.

NOW THEREFORE BE IT RESOLVED, that on November 1, 2022, the Board authorizes an increase in the letter of credit with Bank of America from \$2,050,000 to \$2,325,000.

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

Director Milliman made a motion to approve Resolution 90-22-51. Director Skillman seconded the motion.

Discussion ensued among the board.

There being no objections, the motion was approved unanimously

12e. Entertain a Motion to Approve Garden Center Fees (November initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-22-XX

Garden Center Rental Fees

WHEREAS, resolutions 90-12-132, 90-18-03, 90-12-12 and 90-16-18 established guidelines for shared costs and fees; certain fees can be imposed upon users of various recreational facilities to control crowding, mitigate over-usage, and recover operating costs; and

WHEREAS, the Garden Center fees administered by the Golden Rain Foundation of Laguna Woods Board of Directors adhere to the Shared Cost Guidelines established in Resolution 90-12-132, whereby certain fees can be imposed upon users of various recreation facilities in order to control crowding and minimize over- usage, and to recover operating costs; and

WHEREAS, in accordance with the fee review process established in August 2022, fees with annual revenues of less than \$100K will be reviewed once every five years. Staff will then propose fee changes (increase/decrease) to ensure the shared costs stay within a set percentage; and

WHEREAS, staff recommends the percent of Garden Center expenses to be funded by fees shall equal approximately 73% while the percentage of costs to be shared by all residents shall equal approximately 27%; and

WHEREAS, the proposed 2023 revenues of \$77,233 include Garden and Tree Plot Rental Revenue of \$76,752 and Shade Area Bench Rental Revenue of \$481. The proposed Garden Center Fees are listed in the table below:

Proposed Schedule of Garden Center Rental Fees

Plot Type	2022 Annual Fee Current	2023 Annual Fee Proposed	Change
Garden Plots	\$57.00	\$72.00	\$15.00
Tree Plots	\$57.00	\$72.00	\$15.00
Shade Area Bench	\$11.00	\$13.00	\$2.00

; and

WHEREAS, at the September 8, 2022, CAC meeting, the committee recommended the proposed staff recommendation of the proposed Schedule of Garden Center Rental Fees with an effective date of January 1, 2023; and

WHEREAS, at the October 19, 2022, Finance Committee meeting, the committee affirmed the CAC recommendation of the proposed Schedule of Garden Center Rental Fees with an effective date of January 1, 2023;

NOW THEREFORE BE IT RESOLVED, that on December 6, 2022, the Board of Directors of this Corporation hereby adopts the proposed Schedule of Garden Center Rental Fees with an effective date of January 1, 2023; and

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

Director Milliman made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Karimi seconded the motion.

Discussion ensued among the board.

There being no objections, the motion was approved unanimously. (NOVEMBER Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360).

13. The Board took a 5-minute break - None

14. Committee Reports

- a. Report of the Finance Committee/Financial Reports Director Hopkins. The committee met on October 19, 2022; next meeting December 21, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) GRF Treasurer's Report Director Hopkins
 - (2) GRF Finance Committee Report
- **b.** Strategic Planning Committee—Director Dotson. The committee met on October 3, 2022; next meeting December 5, 2022, at 9:30 a.m. in the Board Room and as virtual meeting.
- **c.** Report of the Community Activity Committee Director Horton. The committee met on October 13, 2022; next meeting November 10, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Landscape Committee Director Skillman. The committee met on September 14, 2022; next meeting December 14, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
- e. Report of the Maintenance & Construction Committee Director Garthoffner. The committee met on October 12, 2022; next meeting December 14, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
 - Report of the Clubhouse Renovation Ad Hoc Committee Director Garthoffner. The Committee met on June 24, 2022; next meeting TBA.
- f. Report of the Media and Communications Committee—Director Milliman. The committee met on October 17, 2022; next meeting November 21, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Website Ad-Hoc Committee Director Milliman. The committee met on September 14, 2022; Next meeting TBA
 - (2) Broadband Ad Hoc Director Milliman. The committee met on September 29, 2022; next meeting October 25, 2022, at 10:00 a.m. in the Sycamore Room and as a virtual meeting.
- g. Report of the Mobility & Vehicles Committee Director Tibbetts. The Committee met on

- October 5, 2022; next meeting December 7, 2022, at 1:30 p.m. in the Board Room.
- h. Report of the Security & Community Access Committee Director Tibbetts. The Committee met on October 31, 2022; next meeting December 26, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.
 - (1) Report of the Laguna Woods Village Traffic Hearings Director Addington. The Traffic Hearings were held on October 19, 2022; next hearings on November 16, 2022, at 9:00 a.m. as a virtual meeting.
 - (2) Compliance Ad Hoc Committee President Carpenter. The committee met on October 19, 2022; next meeting TBA.
- i. Report of the Disaster Preparedness Task Force Director Skillman. The Task Force met on September 27, 2022; next meeting November 29, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.
- j. Information Technology Advisory Committee Director Hopkins. The Committee met on October 28, 2022; next meeting November 25, 2022 as a virtual meeting.
- **k.** Insurance Ad-Hoc Committee Director Carpenter. The Committee met on July 25, 2022; next meeting TBA.
- I. Purchasing Ad-Hoc Committee Director Carpenter. The Committee last met on April 7, 2022; next meeting TBA.
- **15. Future Agenda Items -** All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.
 - Saddleback Church Club Request for Exception to Clubhouse Holiday Hours
 - Equestrian Center Operating Rules
 - Equestrian Center Horse Boarding Agreement
 - Garden Center Fees
 - EV Charging Rates
 - Building E

16. Director's Comments

- Multiple Directors commented on two projects that are occurring with the city; a new fire station on Moulton and the newly renovated OC Library at City Hall
- Director Dotson thanked Recreation, Library Volunteers, and Director Hopkins
- Director Milliman commented on enjoying the meeting
- Director Mukhopadhyay commented on the Pickleball Club

17. Recess 12:24 p.m. - At this time, the Meeting recessed for lunch and reconvened to Executive Session to discuss the following matters per California Civil Code §4935: Member Disciplinary Matters; Personnel Matters; Contractual Matters; and Litigation Matters.

Closed Session Agenda

VMS Board Update Approve the Agenda Approve the Minutes of:

- (a) September 29, 2022 Special Closed Session
- (b) October 4, 2022 Regular Closed Session

Discuss and Consider Personnel Matters Discuss and Consider Contractual Matters Discuss Legal/Legislation Matters Discuss Member Disciplinary Matters

18. Adjournment

The meeting was adjourned at 3:57 p.m.

Docusigned by:

Joan Milliman

BREST DOF CORMAND

Joan Milliman, Secretary of the Board Golden Rain Foundation

GARDEN CENTERS OPERATING RULES



A. Introduction/Purpose

- The Garden Centers are recreational facilities managed by the Laguna Woods Village Recreation Department and its staff. The Garden Centers are a functioning farm that provides a relaxing enjoyable environment for the residents to tend, grow and harvest their own fruits, vegetables and ornamental plants.
- 2. The rules and regulations have been designed to:
 - a. Ensure the gardens are safe
 - b. Ensure that community gardens are a pleasant place to visit and admire
 - c. Establish fairness and equality among gardeners
 - d. Prevent damage to the land and groundwater

B. General Operating Information

- Golden Rain Foundation (GRF) establishes the hours of operation, assign personnel and otherwise oversee the operation of the Garden Centers. In an ongoing effort to improve, the operating rules are subject to change at any time. Any updates will be posted on the bulletin boards and distributed via e-mail and/or website.
- 2. You may contact the Garden Center at (949) 268-2387.
- 3. Staff is responsible for enforcing the Operating Rules to serve the best interest of all residents who use, or wish to use, the Garden Center facilities. Staff oversees the Garden Centers; staff hours are posted at the Garden Center office and on the Laguna Woods Village website.
- 4. Operating Hours: **Sunrise to Sunset**.
- 5. Odors: this includes second-hand smoke (cigarettes, cigars marijuana and vaping), etc. and is a violation of the GRF Nuisance Policy.
- C. Who May Rent a Garden and/or Tree Plot
 - Any authorized Occupant or Lessee, as defined by United Laguna Woods Mutual and Third Laguna Hills Mutual, may request a Garden Center Use Permit. One permit is issued per manor. Use Permits are only accepted on official forms provided by GRF. All persons using a plot must be listed with

the following contact information: resident ID number, manor number, address, home phone number, cell number, and e-mail if applicable. Use Permits will be renewed annually in compliance with current adopted GRF policies.

- 2. All fees are according to the GRF Schedule of Fees.
- D. Signing Required Release and Waiver of Liability Agreement
 - 1. All gardeners and partners are required to sign a Hold Harmless, Release and Waiver of Liability Agreement. This signed agreement will be maintained on file. This agreement limits GRF's liability and waives any claim a gardener may have, including injury or damage absent gross negligence or willful misconduct. Forms are available online, at the Garden Center office or the Recreation Office. The waiver agreement form will periodically be updated and require a new signature.
 - 2. Guests must be accompanied by an authorized resident at all times.
- E. Temporary Working of Your Plot by a Designated Person
 - 1. No one may work a garden for another gardener unless they are a resident of Laguna Woods Village and listed on the Use Permit as a partner with the appropriate contact information. If an individual is found to be working a plot without being listed on the Use Permit, the Use Permit holder will be subject to disciplinary action which could result in loss of gardening privileges.
 - 2. Circumstances including but not limited to medical issues and extended leave of absence may prevent a gardener from obtaining a resident partner; such cases will be reviewed on a case by case basis by Recreation staff.
- F. In Case of Emergency
 - 1. Emergency telephones that connect directly with the Security Office are available at both Garden Centers.
 - a. At Garden Center One, the emergency telephone is located at the Moulton side front gate.
 - b. At Garden Center Two, there is one emergency phone outside of the office and another on the east side of the storage building (tool shed and restroom) near the Maintenance Center.
 - 2. In severe emergencies please call 911.
- G. Gardener Responsibilities
 - 1. Gardeners/partners are responsible for keeping their plots weed and debris free **at all times**.

- 2. Gardeners/partners must do their own gardening.
- 3. Gardeners are not allowed to sublease or otherwise turn their plot over to someone who is not legally documented on the Use Permit as a partner.
- 4. The Use Permit holder/partner must grow/harvest/maintain (keeping weed free) his/her plot all 12 months.
- 5. Work must commence within 30 days of permit issuance.
- 6. Gardeners are obligated to plant fruits, vegetables and/or ornamental plants.
- 7. Seasonal gardeners, e.g. "snowbirds", summer "desert escapees" are **REQUIRED** to SHARE their plot(s) with a partner who may maintain the plot in the opposing seasons.
- 8. Mulch outside of plots is prohibited.
- 9. Gravel and decomposed granite are not permitted for use in garden or tree plots. Gravel is only permitted for use in the Garden Center Two walkways.
- 10. The disposal of trash and debris is the responsibility of each gardener. Large green waste and general trash dumpsters are located strategically throughout the facilities. Do not place debris in walk areas or leave debris in wheelbarrows. Green waste items need to be placed in the green waste trash bins.
- 11. All walkways must be kept clear and wheelbarrows must be emptied and returned to their proper storage areas. Gardeners using tools furnished by GRF are responsible for the proper care, cleaning, return, and storage of these tools to the tool sheds from which they were obtained.
- 12. Gardeners are permitted to plant within their assigned garden space only. Planting in any common area, such as in the parking lot, within medians and around structures, is not allowed unless approved by Recreation staff.
- 13. All items stored within the garden plot must be **essential** to gardening. Pesticides of any kind may not be stored at the Garden Center. Items such as wooden stakes, tomato cages, etc. must be kept in a neat and orderly manner. Materials may not be stored against the perimeter fence of the Garden Center.
- 14. Gardeners are required to adhere and comply with all Garden Center Operating Rules, Recreation Department Policy, GRF Governing Documents, and all applicable laws. Failure to do so may result in disciplinary action and/or loss of use permit.

H. Pets/Animals at the Garden Centers

- 1. Pets are not allowed at either Garden Center.
- 2. Do not feed wildlife in the Garden Centers.

I. Annual Fees

- 1. As part of the initial plot rental process, residents will be given a statement with the amount due for their plot(s). All checks will be made payable to GRF. The rental fees along with all applicable documentation must be submitted to the Recreation Office. GRF may revoke the Use Permit of any gardener who is 30 days delinquent in payment of his/her plot rental.
- 2. Plot rentals are for one calendar year and renewed annually.
- 3. The resident may begin working the plot upon receipt of plot rental fees and must commence within 30 days of paying the plot rental fees.

J. Assignment of Garden Plots/Spaces

- 1. Garden plots are leased on an available basis and only one is allowed per manor.
 - a. If needed, staff will prepare plot offered to a lessee, so that it is weed free, rototilled (if free of gravel), all prior existing non-gardening miscellaneous items removed, as well as any deteriorating structures, and has access to a functioning water source.
- 2. Plots vary in location, actual size and previous improvements. Any fencing around a plot must be maintained by the current Use Permit holder.
- 3. There is a limit of one garden plot and/or one tree plot per manor. Anyone with more than one garden plot and/or more than one tree plot prior to May 3, 2016 will be allowed to keep a maximum of two garden plots not to exceed approximately 400 square feet and/or two tree plots.
- 4. When a Use Permit holder decides to relinquish his/her plot, he/she may designate the registered partner as the new Use Permit holder in writing to Garden Center administrative staff.
 - a. If the new designated Use Permit holder has another plot, he/she must relinquish a matching number of plot(s) which will become available to new garden plot applicants.
- 5. Use Permits shall be personal to the gardener and shall not be assignable to any other person and shall not pass on to any successors or assignees unless the plot is shared by another resident who is a registered partner in accordance with Section D.1. of these Operating Rules. If during the lease agreement a resident moves or becomes deceased, the resident sharing

the plot may have an opportunity to become the Use Permit Holder if they have been an approved partner for one or more years.

- a. If the plot is offered to a partner, it will be in the order in which the names of the partners appear on the current Use Permit.
- 6. When a garden plot becomes vacant, all permanent structural improvements made to the plot become the property of GRF. Other gardeners are not allowed to remove items from the plot.

K. Watering/Irrigation

Any gardener watering their garden plot must be present at the Garden Center in their plot the entire period of time the water is turned on, even if an alternative irrigation system is in place.

- 1. All watering at the Garden Centers is subject to the El Toro Water District rules and any other governing agency or municipality.
- 2. All hoses must be equipped with a positive self-closing shut-off hose nozzle. The water faucet must be also turned off once watering is complete.
- 3. Staff shall be notified when faucets or valves are found to be leaking. Water shut off valves must be accessible from outside the plot. All fences must have an opening at the faucet for easy access by Garden Center staff.
- 4. Irrigation work that will require shutting off water to a garden area must be done by a Garden Center staff member or a GRF approved technician.
- 5. If an alternative irrigation system is in place such as an automatic irrigation or drip irrigation system, **timers are required** and must be set at the lowest possible setting for appropriate watering of garden plot.

Batteries must be checked on a weekly basis to ensure they are working properly.

- 6. All gardeners are responsible for prudent, non-wasteful watering practices, and for preventing water runoff from damaging adjacent plots.
- 7. No irrigation systems other than drip or soaker systems are permitted in a plot.
- 8. Gardeners must keep the amount of time the water is turned on to as short a time period as possible. Electronic, solar, mechanical and battery-operated water timers are allowed.

L. General Gardening Information

1. Garden plots **must** be planted and maintained year-round.

- 2. Plot holders who do not actively garden during short periods (less than one month) must plant a cover crop or cover the plot with plastic to maintain the plot free of weeds. The registered partner may maintain the plot in the plot holder's absence.
- 3. GRF/Recreation reserves the right to prohibit or limit any plantings that are not in the best interest of the Community or the Garden Centers.
- 4. All plants with invasive roots or plants that are larger than the plot size are prohibited and must be removed or grown in a container.
 - a. For example banana trees, mint, canna lilies, bird of paradise, sugar cane and ginger
 - b. Trees may not be planted in garden plots including pots/planters.
- 5. Shading a neighbor's garden plot with any plant or material is prohibited. Tall plants/creeping vines must be planted along a south/south east facing fence or planted in the center of the garden plot. These plantings must not grow taller than the plot fencing or onto a neighbor's plot roof and/or exceed 9 feet in height.

M. Garden/Vegetable Plot Specifics

- 1. Staff must approve any fence or other structure prior to it being built and follow GRF guidelines.
- Each gardener is responsible for walkways within and around their plots. Walkways must be clear of obstacles. No intrusion of growing material into the walkways.
- 3. No trees may be planted in any garden plots.
- 4. Plot holders may grow vegetables, fruits, herbs, ornamental plants and edible weeds in their plot.
- 5. Edible weeds must be harvested and not allowed to go to seed.
- 6. Plot holders must utilize at least 75% of the plot for planting. Plots are not to be used to store materials/tools not associated with gardening or be used as an entertaining area.
- 7. The plot soil must be maintained in an aerated state and <u>no</u> modification or amendment to the soil may be added which will impede the future use of the plot, including but not limited to gravel and vermiculite.
- 8. Plot holders may grow plants considered invasive, such as bamboo, mint and Asian Yams, as long as it is in an above ground mobile container, planter, etc. Invasive plants, such as bamboo, mint and Asian Yams and trees already existing in the garden plot must be removed by the gardener.

- 9. The following water-intensive crops are prohibited: rice and sugar cane.
- 10. Crops should be rotated.
- 11. Crops must be harvested and not left on the ground to rot and go to waste.
- 12. Plot holders should grow a variety of plants and should never grow less than two types of plants at any one time.
- 13. All plants, planters, planter boxes and trellises must be placed inside the plot perimeter. Plants may not over hang into the walk way. The Garden Center coordinator has the right to trim the excess plants over hanging into the walkway without prior notification.

N. Shade House Spaces

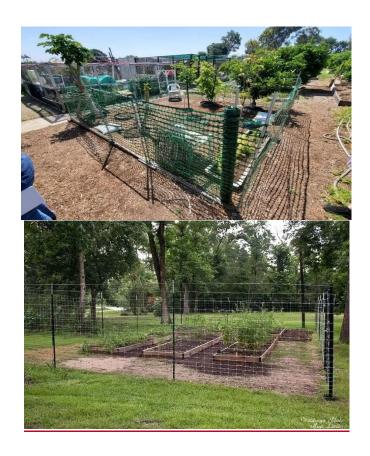
- 1. Each bench space is approximately 16 square feet and will be assigned on a one per manor basis.
- The shade house will be kept locked at all times when it is not in use by those with Use Permits. Keys will be issued to all shade house permit holders. Keys must be returned to the Recreation Office when the Use Permit is terminated.
- 3. All materials stored under the benches, such as pots, potting mixtures, etc., must be kept in a neat and orderly condition and must be maintained at least above the ground in order to reduce the opportunity for rodent nest sites. Storage of materials not essential to shade house gardening activities is prohibited.
- 4. Each shade house gardener is responsible for elimination of all debris and weeds in their half of the walkways around their bench space.

O. Fruit Tree Areas

- 1. All new trees planted in tree plots in both Garden Centers shall be dwarf and semi-dwarf fruit trees only and must obtain written approval in advance by the Recreation Department. Trees that are not fruit trees currently planted in both Garden Centers may be grandfathered in at Garden Center staff discretion. Untended or unapproved trees may be removed by Garden Center staff after notification to tree plot Use Permit holders.
- 2. In both Garden Centers, existing trees maximum height is 15 feet and must have a minimum of three trees per 10'x10' area but not exceed five trees.
- 3. Tree plots must utilize shared water spigots. Please remove your personal hose after each use. Timers are not allowed.

- Gardeners are reminded of the steep sloping grades that exist in the tree area and lessees are to maintain safe walks, steps and slope retaining walls at all times.
- 5. Gardeners are expected to prune and care for their trees so they do not spread disease. Trees are not to grow over other plots or block walkways, and may not rise more than 15 feet in pruned condition.
- 6. Tree plots must be kept free of weeds, fallen fruit, leaves, and flowers.
 - a. No vegetation plants are allowed in tree plots.
- 7. Structural fences are prohibited around tree plots. Temporary fencing may be installed and is only permitted for 30 days during harvest time to protect the produce from falling or being taken before ripeness. Failure to remove the fence at staff's request shall result in the removal of the fence at the expense of the Use Permit Holder at the current chargeable service rate
 - a. If the tree plot produces fruit year-round, permanent fence approval will need to be obtained from the Garden Center Administrative office.
 - b. Temporary fencing guidelines are as follows:
 - i. 14-gauge wire fence or flexible plastic mesh with 3/4" to 1" holes
 - ii. Up to 2 1/2" Metal T or U Posts not to exceed six feet in height
 - iii. Galvanized steel fence T-Post clips
 - iv. Wooden boundary footings are permitted
 - v. Concrete or other hard curing materials are prohibited.

Temporary fence sample pictures below:



P. Garden Product Policy

- Any organic substance for use in the gardens should be approved by the U.S. Department of Agriculture's (USDA) National Organic Program or by the Organics Materials Review Institute (OMRI). To see if a substance is allowed in a community garden check the USDA National Organic Program National List, Subpart G, 205.601 and 205.602 or the OMRI Web site, www.omri.org
- Organic Gardening: The form of agriculture that relies on techniques such as crop rotation, green manure, compost and biological pest control. Organic Gardening uses fertilizers and pesticides but excludes the use of manufactured (synthetic) fertilizers, pesticides (including herbicides, insecticides and fungicides), plant growth regulators, sludge and nano materials.

The following table includes,	but is not limited to,	substances that are	recommended	and those
that are not.				

PEST AND	Recommended	Not Recommended

 wood ashes sour milk solution lace wings dormant oils micro-cop or equivalent diatomaceous earth (DE) baking soda borax, boric acid - sluggo lady bugs tangle foot marigolds beneficial nematodes - netting Pyrethrum* * Pyrethrin: It is a naturally occurring insect-killing chemical taken from chrysanthemum flowers. In the flowers, these bug-killers exist as a mixture of six separate chemicals that together are called pyrethrum or pyrethrins. 	 rotenone pyrethrate, pyrethroids nicotine sulfate malathion diazinon sevin organophosphates Finale Dursban organ chlorides chlorpyrifos
enhancers) are permitted for use on organically grown crops.	N. (D
Recommended	Not Recommended
cotton Seed - kelpcompostmanure	- ammonium sulfate - ammonium nitrate - muriate of potash - superphosphates
bland bana bana and to the	himbb
 blood, bone, horn, and hoof meals liquid fish or seaweed fertilizers classed as "organic" 	 highly soluble chemical fertilizer Ozmicote Non-organic Miracle Grow
	 sour milk solution lace wings dormant oils micro-cop or equivalent diatomaceous earth (DE) baking soda borax, boric acid - sluggo lady bugs tangle foot marigolds beneficial nematodes - netting Pyrethrum* * Pyrethrin: It is a naturally occurring insect-killing chemical taken from chrysanthemum flowers. In the flowers, these bug-killers exist as a mixture of six separate chemicals that together are called pyrethrum or pyrethrins. Pyrethrins (without piperonyl butoxide or other enhancers) are permitted for use on organically grown crops. Recommended cotton Seed - kelp compost manure blood, bone, horn, and hoof meals liquid fish or seaweed

- Q. Authority, Enforcement of Rules and Revoke of Use Permit(s)
 - 1. VMS staff is authorized to send out compliance letters for Operating Rules violations. Violations of the Garden Center Operating Rules, vandalism, theft, harassment or nuisance could result in filing a compliance report and/or subject to fines, suspension of GRF facilities and loss of Garden Center Use Permit.

Garden Center staff will make periodic checks of all garden plots/spaces to ensure they are being properly cared for and operating rules are adhered. If a safety issue exists, staff will take corrective action to ensure the safety of the Garden Centers. Any costs incurred will be at the gardener's expense.

If a gardener is found to be in violation of the Operating Rules, the gardener shall be notified in writing of alleged violations and required to comply within a reasonable time from the date of the notice. Failure to comply within the allowable time may result in a hearing for disciplinary action by GRF. Violation protocol is as follows:

- Notice 1: Verbal outreach to resolve the violation;
- Notice 2: Letter outlining the violation and required deadline completion:

Notice 3: Notification of GRF hearing.

Upon termination or revocation of a Use Permit, a gardener shall not be entitled to any refund or apportionment of any fee paid to GRF for any material planted, growing or otherwise located within the Garden Centers or for any improvements made on the premises by the gardener, and at the option of GRF, all or part of such material and improvements shall become the property of GRF. Gardeners are responsible for leaving plots weed and debris free and ready for the next gardener. If not, GRF may charge for clean-up when a garden is left in such a condition as to require clean up.

- 2. VIOLATIONS WARRANTING DISCIPLINARY ACTION THROUGH SECURITY/OC SHERIFF (if warranted)
 - Theft of tools and equipment
 - Theft of produce and plants
 - Vandalism of tools, equipment
 - The use of foul language and offensive behavior including but not limited to threats, intimidation, violence, racial/ethnic slurs and sexual harassment (GRF Anti-Harassment Policy)
 - Odors: this includes second-hand smoke (cigarettes, cigars marijuana and vaping), etc. and is a violation of the GRF Anti-Harassment Nuisance Policy. Receiving more than three combined written warnings

• Failure to pay registration fee by the deadline

The Recreation Department reserves the right to review and adjust the operating rules to accommodate the needs of the community at any time. The Recreation Department also reserves the right to enter any plot at any time.