



OPEN SESSION

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

Tuesday, June 7, 2022, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
Board Room/Virtual Meeting

NOTICE OF THE AGENDA

The purpose of this meeting is to conduct the regular Golden Rain Foundation Board Meeting in accordance with *Civil Code §4930* and was hereby noticed in accordance with *Civil Code §4920*

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

2. Pledge of Allegiance – Director Garthoffner

3. Acknowledgment of Media

4. Approval of Agenda

5. Approval of Minutes

- a. April 21, 2022 – GRF Board Agenda Prep Meeting
- b. May 03, 2022 – GRF Board Regular Open Meeting
- c. May 19, 2022 – GRF Board Agenda Prep Meeting

6. Report of the Chair

7. CEO Report

8. Open Forum (Three Minutes per Speaker)

At this time Members only may address the Board of Directors regarding items not on the agenda and within the jurisdiction of this Board of Directors. The board reserves the right to limit the total amount of time allotted for the Open Forum to thirty minutes. A member may speak only once during the forum. Speakers may not give their time to other people, no audio or video recording by attendees, and no rude or threatening comments. Members can attend the meeting by joining the Zoom link <https://zoom.us/j/98131257242> or call 1 (669) 900-6833 or email meeting@vmsinc.org to have your message read during the Open Forum.

9. Responses to Open Forum Speakers

10. Consent Calendar

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

Recommendation from the Finance Committee:

- a. 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 April 2022 by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.
- b. Update Committee Appointments

11. Unfinished Business

- a. Entertain a Motion to Cancel Duplicate Bridge Tournament Room Reservation Rental Rate **(May Initial Notification –28-days Notification for member review and comments to comply with Civil Code §4360 has been satisfied).**
- b. Entertain a Motion to Approve the Broadband Services Reconnection Fee **(May Initial Notification –28-days Notification for member review and comments to comply with Civil Code §4360 has been satisfied).**
- c. Inter-Board Anti-Harassment, Anti-Abuse, and Anti-Intimidation Policy and Formation of Joint Hearing Body **(June Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360)**
- d. Entertain a Motion to Move Bus Benches to Improve Pedestrian Movement **(May Initial Notification –28-days Notification for member review and comments to comply with Civil Code §4360 has been satisfied).**
- e. Discuss Clubhouse Maintenance Programs (Oral Discussion)

12. New Business

- a. Entertain a Motion to Approve the Replacement of Stop Signs Throughout the Community **(June Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360)**
- b. Entertain a Motion to Approve the Sponsorship of the Miniature Horse at the Equestrian Center **(June Initial Notification - postpone 28-days for Member review and comment to comply with Civil Code §4360)**

13. The Board will take a 5-minute break (if needed)

14. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director Hopkins. The committee met on April 20, 2022; next meeting June 15, 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 May 2, 2022; next meeting TBA.
- c. Report of the Community Activity Committee – Director Horton. The committee met on May 12, 2022; next meeting June 9, 2022, at 1:30 p.m. in the Board Room and

as a virtual meeting.

(1) Equestrian Center Ad Hoc Committee – President Carpenter. The committee met on March 30, 2022; next meeting TBA.

d. Report of the Landscape Committee – Director Skillman. The committee met on March 9, 2022; next meeting June 8, 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 April 13, 2022; next meeting June 8, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.

(1) Report of the Clubhouse Renovation Ad Hoc Committee – Director Garthoffner. The Committee met on January 28, 2022; next meeting TBA.

f. Report of the Media and Communications Committee—Director Milliman. The committee met on May 16, 2022; next meeting June 20, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.

(1) Report of the Website Ad-Hoc Committee – Director Milliman. Next meeting, TBA.

g. Report of the Mobility & Vehicles Committee – Director Tibbetts. The Committee met on June 1, 2022; next meeting August 3, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.

h. Report of the Security & Community Access Committee – Director Tibbetts. The Committee met on April 25, 2022; next meeting June 27, 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 May 18, 2022; next hearings on June 15, 2022, at 9:00 a.m. as a virtual meeting.

i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on March 29, 2022; next meeting July 26, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.

j. Report of the Information Technology Advisory Committee – Director Hopkins. The Committee met on May 13, 2022; next meeting TBA.

k. Report of the Insurance Ad-Hoc Committee – Director Carpenter. The Committee met on May 24, 2022; next meeting TBA.

l. Report of the Purchasing Ad-Hoc Committee – Director Carpenter. Next Meeting, TBA.

15. Future Agenda Items - *All matters listed below are items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will vote on these items at a future Board Meeting.*

16. Directors' Comments

- 17. Recess** - *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

Approved the Agenda

Approve the Minutes of:

(a) May 03, 2022 – Regular Closed Session

Discuss and Consider Personnel Matters

Discuss and Consider Contractual Matters

Discuss Legal/Legislation Matters

Discuss Member Disciplinary Matters

18. Adjournment



OPEN MEETING

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

**Thursday, April 21, 2022 – 9:30 a.m.
Willow Room/Virtual Meeting**

GRF Agenda Prep Meeting

Directors Present: Bunny Carpenter, Egon Garthoffner, Yvonne Horton, Debbie Dotson, Gan Mukhopadhyay, Elsie Addington, Juanita Skillman, Don Tibbetts, Reza Karimi, Jim Hopkins, Joan Milliman

Directors Absent: None

Staff Present: Siobhan Foster- CEO, Michelle Estrada, Makayla Schwietert

Others Present: None

1. Call Meeting to Order and Establish Quorum

President Carpenter called the meeting to order at 9:33 a.m. and established that a quorum was present.

2. Approval of the Agenda

President Carpenter asked for approval of the agenda.

Hearing no objections, the agenda was approved by unanimous consent.

3. Announcements

President Carpenter made the following announcements:

- Third is under review for violation of Davis Stirling. A policy is being created for board communication
- The Easter event at the Equestrian Center was successful
- Overview of the Purchasing Ad Hoc Committee
- Overview of the Insurance Ad Hoc Committee

Discussion ensued among the board.

4. Discuss and Consider Items to be placed on the Tuesday, May 3, 2022, Board Meeting Open & Closed Agendas

Director Skillman made a motion to approve the May 3, 2022, Open and Closed Agendas. Director Milliman seconded.

Hearing no objection, the May 3, 2022, Open and Closed Agendas were approved by unanimous consent.

5. Director Comments

- Director Mukhopadhyay commented on maintenance issues within the community laundry rooms

6. Adjournment

The meeting was adjourned at 11:12 a.m.


Joan Milliman, Secretary of the Board
Golden Rain Foundation



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, May 03, 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, Debbie Dotson, Yvonne Horton, Reza Karimi, Juanita Skillman, Elsie Addington

Directors Absent: None

Staff Present: CEO - Siobhan Foster, Makayla Schwietert, Michelle Estrada, Carlos Rojas, Eileen Paulin, Robert Carroll

Other's Present: United: Lenny Ross, Cash Achrekar, Cush Bhada, Diane Casey, VMS: Leleng Isaacs

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

President Carpenter called the meeting to order at 9:32 a.m. and established that a quorum was present.

2. Pledge of Allegiance

Director Dotson 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

President Carpenter asked if the board had any changes to the agenda.

There being no changes or objections, the agenda was approved by unanimous consent.

5. Approval of Minutes

- a. March 17, 2022 – GRF Board Agenda Prep Meeting
- b. April 5, 2022 – GRF Board Regular Open Meeting

There being no objections, the minutes of March 17, 2022 – GRF Board Agenda Prep Meeting, April 05, 2022 – GRF Board Regular Open Session were each approved by unanimous consent.

6. Report of the Chair

President Carpenter announced the following:

- First Insurance Ad Hoc Meeting will be held on May 9, 2022
- All directors were invited to the final Age Well meeting
- Expressed her appreciation of the community

7. CEO Report

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

- The final Age Well Town Hall is on May 4, 2022, in Clubhouse 1 at 1 p.m.
- Residents are invited to Memorial Day at Performing Arts Center on May 30, 2022 at 1 p.m. Free admission tickets for reserved seating are available at the box office.
- Received construction notice from City of Laguna Woods to improve sidewalks on Santa Maria Avenue and El Toro between Calle Sonora and Calle Corta. The estimated date of completion is this Friday, May 6, 2022.
- Water conservation requirements from El Toro Water District are available on the Village website.

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 technical issues that occur during various committee and board meetings.

9. Responses to Open Forum Speakers

The following are responses to the open forum speakers:

- Director Dotson responded to the member comment and confirmed that technical issues have been addressed and asked members for their patience.

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 March 2022, and by this vote ratified that such review be confirmed in this month's Board Member Open Session Meeting minutes.

There being no objections, the Consent Calendar was approved unanimously.

11. Unfinished Business

11a. Update to Committee Appointments

Director Milliman read the following resolution:

RESOLUTION 90-22-22 **GRF Committee Appointments**

RESOLVED, May 3, 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)
Robert Mutchnick (Third)
Nathaniel Ira Lewis (Third)
Anthony Liberatore, Alternate (United)
Cash Achrekar (United)
~~Reza Bastani (United)~~
~~Diane Casey (United)~~
Ryna Rothberg (Mutual 50)
Advisors: Dick Rader, ~~Gay Page~~

Community Activities Committee

Yvonne Horton, Chair (GRF)
Elsie Addington (GRF)
Joan Milliman, Alternate (GRF)
Annie McCary (Third)
Cush Bhada (Third)
Maggie Blackwell (United)
~~Pearl Lee (United)~~
~~Diane Casey (United)~~
Ryna Rothberg, (Mutual 50)
Advisor: Roland Boudreau, ~~Ajit Gidwani~~

Equestrian Center Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Yvonne Horton (GRF)
Cush Bhada (Third)
Annie McCary, (Third)
Pat English (United)
Pearl Lee (United)
Advisors: ~~Gary Empfield~~, Susan Hemberger

Revenue Resources Ad Hoc Committee

~~Cush Bhada (Third)~~

~~Donna Rane-Szostak (Third)~~

~~Yvonne Horton, Chair (GRF)~~

~~Bunny Carpenter (GRF)~~

~~Elsie Addington (GRF)~~

~~Diane Casey (United)~~

~~Azar Asgari (United)~~

~~Lenny Ross (United)~~

~~Advisors: Dennis Boudreau, Dick Rader, Dave Beneck, Fred Vogt~~

Finance Committee

James Hopkins, Chair (GRF)

Elsie Addington (GRF)

Deborah Dotson, Alternate (GRF)

Donna Rane-Szostak (Third)

Mark Laws (Third)

Azar Asgari (United)

Diane Casey, **Alternate** (United)

Pat English (United)

Al Amado, (Mutual 50)

Sue Stephens, Alternate (Mutual 50)

Advisor: Rosemarie diLorenzo

Information Technology Advisory Committee (ITAC)

James Hopkins, Chair (GRF)

Bunny Carpenter (GRF)

Deborah Dotson (GRF)

Diane Casey (United)

Cash Achrekar (United)

Lynn Jarrett (Third)

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)

Lynn Jarrett, (Third)

Nathaniel Ira Lewis (Third)

Annie McCary, Alternate (Third)

Vacant (Mutual 50)

Maintenance & Construction Committee

Egon Garthoffner, Chair (GRF)

Gan Mukhopadhyay (GRF)

Reza Karimi, Alternate (GRF)

James Cook (Third)

John Frankel, Alternate (Third)

Ralph Engdahl (Third)

Cash Achrekar (United)

Lenny Ross (United)

~~Anthony Liberatore (United)~~

Sue Stephens (Mutual 50)

Advisors: ~~Richard Palmer~~, Steve Leonard, Bill Walsh, Carl Randazzo

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)

Advisors: Cathy Garris, Carl Randazzo, Bill Walsh

Media and Communications

Joan Milliman, Chair (GRF)

Juanita Skillman (GRF)

Deborah Dotson, Alternate (GRF)

Annie McCary (Third)

James Cook (Third)

Lynn Jarrett, Alternate (Third)

Neda Ardani (United)

Maggie Blackwell (United)

Ryna Rothberg, (Mutual 50)

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

Website Ad Hoc Committee

Joan Milliman, Chair (GRF)

Debbie Dotson (GRF)

Elsie Addington, Alternate (GRF)

Anthony Liberatore (United)

Pearl Lee (United)

Azar Asgari, Alternate (United)

Lynn Jarrett (Third)

Annie McCary (Third)

Mark Laws, Alternate (Third)

Advisors: Lucy Parker, Diane Phelps

Broadband Ad Hoc Committee

Joan Milliman, Chair (GRF)
Jim Hopkins (GRF)
Debbie Dotson (GRF)
Annie McCary (Third)
Lynn Jarrett (Third)
Diane Casey (United)
Vacant (United)

Mobility & Vehicles Committee

Don Tibbetts, Chair (GRF)
Egon Garthoffner (GRF)
Elsie Addington, Alternate (GRF)
James Cook (Third)
Cush Bhada (Third)
Maggie Blackwell (United)
~~Lenny Ross (United)~~
~~Pearl Lee (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)
Craig Wayne (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

Carlos Rojas, 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)~~

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 (Third)
Neda Ardani (United)
Anthony Liberatore (United)
Board Members by Rotation (Mutual 50)

Purchasing Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Jim Hopkins (GRF)
Robert Mutchnick (Third)
Donna Rane-Szostak (Third)
Ralph Engdahl, Alternate (Third)
Diane Casey (United)
Neda Ardani (United)
~~Anthony Liberatore (United)~~
Advisor: Carl Randazzo

Select Audit Task Force

James Hopkins (GRF)
Diane Phelps (GRF)
~~Elizabeth Roper (United)~~
Cynthia Rupert (United)
Peggy Moore (Third)

Insurance Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Anthony Liberatore (United)
Lenny Ross (United)
Cash Achrekar (United)
Robert Mutchnick (Third)
Yvonne Horton (GRF)
Reza Karimi (GRF)
Juanita Skillman (GRF)
Advisors: Leleng Isaacs, Kathryn Freshley, Bob Laux

RESOLVED FURTHER, that Resolution 90-22-17 adopted April 5, 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. Agenda Item # 5b
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There being no objections, President Carpenter declared Resolution 90-22-22 was approved unanimously.

Director Hopkins entered the meeting at 9:50 a.m.

11b. Saddle Club Donation – Equestrian Center Shade Structures (APRIL 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 90-22-14
Donation Agreement Between GRF and Saddle Club for Two Shade Shelters

This Agreement, entered into this 3rd day of May 2022, is by and between the Golden Rain Foundation (“GRF”), a California non-profit mutual benefit corporation and Saddle Club (Donor) who donated two shade shelters.

WHEREAS, GRF and Donor recognize the importance of community facilities and amenities; and

WHEREAS, GRF and Donor acknowledge the benefit of donations when they have a purpose consistent with GRF goals and are in the best interest of Laguna Woods Village; and

WHEREAS, the Donor has offered to donate two shade shelters totaling \$2,167.93; and

WHEREAS, the Recreation and Special Events Department Director or COO reviewed and affirms **that** the proposed donation meets the criteria for acceptance contained in the GRF Donation Policy:

- a. Meet a true need of the facility;
- b. Not interfere with the intended current or future use of the facility; and
- c. Not require the relocation of other equipment or infrastructure to accommodate the donation.

NOW THEREFORE BE IT RESOLVED, May 3, 2022, that GRF and Donor in accordance with the described conditions and obligations, hereinafter set forth and agree as follows:

- Section 1 The donation, known as two shade shelters, described below, is donated in its entirety to GRF, hereafter owned by GRF and managed on behalf of the residents of Laguna Woods Village by Village Management Services, Inc. (VMS)
- Section 2 Donation description: two shade shelters
Space of facility: Equestrian Center turnouts
Location: Equestrian Center
- Section 3 **Amount of Donation**
Item cost: \$2,167.93
Installation cost: \$0.00
Maintenance cost: \$0.00
Total estimated donation \$2,167.93
- Section 4 GRF reserves the right to move/remove and/or retire the donation following cessation of the five-year period. The term shall commence upon the date entered into and indicated above.
- Section 5 GRF will not replace the donation or community space improvement if it is stolen, vandalized, worn out, irreparably damaged, destroyed or expires.
- Section 6 Installation and Maintenance: GRF shall be responsible for installation and maintenance of the item, including any reasonable repairs.
- Section 7 Term: The term of this agreement is a minimum of five years or beyond, if applicable.

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, Director Karimi seconded the motion.

There being no objections, Resolution 90-22-14 was approved unanimously.

11c. Old Pros Donation – Equestrian Center Shade Structure (APRIL 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 90-22-15
Donation Agreement Between GRF and Old Pros

This Agreement, entered into this 3rd day of May 2022, is by and between the Golden Rain Foundation ("GRF"), a California non-profit mutual benefit corporation and Old Pros (Donor) for \$1,000.

WHEREAS, GRF and Donor recognize the importance of community facilities and amenities; and

WHEREAS, GRF and Donor acknowledge the benefit of donations when they have a purpose consistent with GRF goals and are in the best interest of Laguna Woods Village; and

WHEREAS, the Donor has offered to donate \$1,000.00 for purchase of equipment and/or tools such as rakes, shovels and trash cans; and

WHEREAS, the Recreation and Special Events Department Director or COO reviewed and affirms that the proposed donation meets the criteria for acceptance contained in the GRF Donation Policy:

- a. Meet a true need of the facility;
- b. Not interfere with the intended current or future use of the facility; and
- c. Not require the relocation of other equipment or infrastructure to accommodate the donation.

NOW THEREFORE BE IT RESOLVED, May 3, 2022 that GRF and Donor in accordance with the described conditions and obligations, hereinafter set forth and agree as follows:

Section 1 The donation, known as \$1,000.00, described below, is donated in its entirety to GRF, hereafter owned by GRF and managed on behalf of the residents of Laguna Woods Village by Village Management Services, Inc. (VMS)

Section 2 Donation description: \$1,000.00
Location: Equestrian Center

Section 3	Amount of Donation	
	Item cost:	\$1,000.00
	Installation cost:	\$0.00
	Maintenance cost:	\$0.00
	Total estimated donation	\$1,000.00

Section 4 GRF reserves the right to move/remove and/or retire the donation following cessation of the five-year period. The term shall commence upon the date entered into and indicated above.

Section 5 GRF will not replace the donation or community space improvement if it is stolen, vandalized, worn out, irreparably damaged, destroyed or expires.

Section 6 Installation and Maintenance: GRF shall be responsible for installation and maintenance of the item, including any reasonable repairs.

Section 7 Term: The term of this agreement is a minimum of five years or beyond, if applicable.

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. Director Karimi seconded the motion.

There being no objections, the Resolution 90-22-15 was approved unanimously.

11d. Village Community Fund Phase Two – Equestrian Center Help the Herd Program
(APRIL 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 90-22-16

Phase Two-Village Community Fund Equestrian Center Help the Herd Program

WHEREAS, on May 3, 2022, the GRF Board accepted VCF's application to start fundraising for the Equestrian Center Help the Herd Program in the amount of \$33,565 in order to purchase the following: additional shade shelters, new round pen fence and advance veterinary care support for the GRF horses; and

WHEREAS, in 2021 VCF generated \$10,000 in fundraised monies donated to the GRF Equestrian Center for the purpose of purchasing medical care, tack and supplies and shade shelters; and

WHEREAS, any remaining donated funds will be redistributed to VCF;

NOW THEREFORE BE IT RESOLVED, May 3, 2022, **that** the Board of Directors of this Corporation hereby accepts the donation of \$33,565 from
Agenda Item # 5b
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Village Community Fund for the Equestrian Center Help the Herd Program in order to purchase the following: additional shade shelters, new round pen fence and advance veterinary care support for the GRF horses; and

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

Director Milliman made a motion to approve the resolution, Director Dotson seconded the motion.

There being no objections, the amended Resolution 90-22-16 was approved unanimously.

11e. Entertain a Motion to Approve the Donation Policy Update (APRIL 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 90-22-19
Donation Policy Update

WHEREAS, on May 5, 2020, the board unanimously adopted the Donation Policy **update** to provide an efficient and effective process for accepting gifts and monetary donations in a responsible, transparent and accountable manner that is consistent with Golden Rain Foundation (GRF) goals; and

WHEREAS, through the use of the policy over the past two years, the need for adjustments has become apparent, including such items as the:

- Inclusion of sponsorships;
- Elimination of the \$100,000 limit on cash donations;
- Waiver of the requirement for community space element(s) to be purchased by VMS in certain circumstances;
- Waiver of the requirement that maintenance costs be funded by the donor in certain instances;
- Application of surplus funds to related or ancillary operational and maintenance expenses; and
- Replacement of Chief Operating Officer (COO) in the policy with Services Manager.

NOW THEREFORE BE IT RESOLVED, May 3, 2022, that the Board of Directors of this Corporation hereby approves the amended Donation Policy as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 09-20-21, adopted May 5, 2020, is hereby superseded in its entirety and cancelled; and

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

Director Milliman made a motion to approve the resolution with amended verbiage of “Update” in the title. Director Dotson seconded the motion.

There being no objections, Resolution 90-22-19 was approved as amended unanimously.

Director Garthoffner exited the meeting at 10:14 a.m.

11f. Entertain a Motion to Approve the Men’s Golf Club Annual Memorial Tournament
(APRIL 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 90-22-20
Men’s Golf Club Annual Memorial Tournament

WHEREAS, staff recommends to grant the Men’s Golf Club use of the 27-hole golf course for the Annual Memorial Golf Tournament on May 21, 2022, with the stipulation of paying regular resident and guest green fees, Clubhouse 2 room rental rates and bar service rates; and

WHEREAS, the Men’s 18-Hole Golf Club hosts the Annual Laguna Woods Village Memorial Golf Tournament in May on the 27-hole golf course. All proceeds are donated to the Laguna Woods Village Foundation to assist residents in financial need; and

WHEREAS, past requests were made annually to the GRF Board to allow free use of the golf course in an effort to increase the donation amount for the Foundation. Previous requests were granted in 2018 and 2019; and

WHEREAS, tournaments such as the Laguna Woods Village Memorial Golf Tournament are typical in the golf community and are held to generate monetary proceeds for various charity organizations. The 2019 Memorial Golf Tournament raised \$35,000 for the Laguna Woods Foundation. Furthermore, the allowance of such tournaments creates positive goodwill within the community benefiting residents; and

WHEREAS, on March 10, 2022, the Community Activities Committee approved exclusive use of the golf course on May 21, 2022, for the Men’s Golf Club Annual Memorial Golf Tournament with stipulation that all green fees, Clubhouse 2 rental rates and bar service fees are paid in full with no discounts;

NOW THEREFORE BE IT RESOLVED, May 3, 2022, **that** the Board of Directors of this Corporation hereby **grants** the Men's Golf Club use of the 27-hole golf course for the Annual Memorial Golf Tournament on May 21, 2022, with the stipulation of paying regular resident and guest green fees, Clubhouse 2 room rental rates and bar service rates; and

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

Director Milliman made a motion to approve the resolution. Director Dotson seconded the motion.

There being no changes or objections, Resolution 90-22-20 was approved unanimously.

12. New Business

12a. Entertain a Motion to Cancel Duplicate Bridge Tournament Room Reservation Rental Rate (May Initial Notification – postpone 28-days for Member review and comment to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-22-XX

Duplicate Bridge Tournament Room Reservation Rental Rate

WHEREAS, staff recommends to cancel and supersede Resolution 90-11-28 nullifying the exception rate during the annual February Duplicate Bridge tournament; **and**

WHEREAS, from 2008 to 2011, the Duplicate Bridge Club was approved each year to hold an Annual Bridge Unit 525 event on the second weekend in February at Clubhouse 7 in the Bridge Room and Main Lounge; **and**

WHEREAS, on February 12 and 13 the Duplicate Bridge Club logged 141 total guests in attendance for this year's tournament equating to \$705 in GRF guest fees collected. Staff anticipates annual receipt of up to \$800 in guest fees from the tournament; **and**

WHEREAS, on April 5, 2011, GRF approved Resolution 90-11-28, accepting the Annual Bridge Unit 525 event as an automatic annual rollover reservation, an exception to the Permanent/Rollover Reservation Policy, and that the organization shall be charged the exception rate for use of the Clubhouse 7 Bridge Room and the Main Lounge as the event is booked on behalf of an outside organization; **and**

WHEREAS, GRF approved Recreation and Special Events Department Policy section regarding permanent/rollover reservations states, “the rollover must have a minimum of four identical reservations during the calendar year; all dates in the series must be for the same day of the month/week (such as 1st Tuesday, every Tuesday, etc.), at the same time and duration, and in the same room; no modifications (date, time, duration, location, etc.) are permitted”; and

WHEREAS, on January 13, 2022, the Duplicate Bridge president approached the CAC and requested that the exception rate for their upcoming tournament (February 12 and 13, 2022) be eliminated. The president expressed that the outside organization was no longer coordinating the event. Instead the Village Duplicate Bridge Club is solely in charge of the tournament. It was also stated that the tournament would be held in the Bridge Room and the Main Lounge was no longer needed; and

WHEREAS, on April 14, 2022, the Community Activities Committee (CAC) recommended and approved the use of the Bridge Room for the Duplicate Bridge Club tournament at no cost while continuing to collect the \$5 guest fee;

NOW THEREFORE BE IT RESOLVED, May 3, 2022, that the Board of Directors of this Corporation hereby agrees to cancel and supersede Resolution 90-11-28 to show the cancellation of the exception rate during the annual February Duplicate Bridge tournament; and

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

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

There being no changes or objections, Resolution 90-22-XX was approved unanimously. (May Initial Notification – postpone 28-days for Member review and comment to comply with Civil Code §4360)

12b. Entertain a Motion to Approve the Broadband Services Reconnection Fee (May Initial Notification – postpone 28-days for Member review and comment to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-22-XX

Suspend Cable/Internet in the Event of Disciplinary Action

WHEREAS, the Golden Rain Foundation (GRF) Corporation is an association formed to manage a common interest development under the Davis-Stirling Common Interest Development Act (GRF Articles of Incorporation, Article XI); and

WHEREAS, the purpose of the Golden Rain Foundation Corporation is to develop and maintain facilities and services (Bylaw 2.1.1), operate community facilities (Bylaw 2.1.2) and operate as a Common Interest Development in accordance with the Davis-Stirling Common Interest Development Act, in providing community facilities (Bylaw 2.1.3); and

WHEREAS, the Golden Rain Foundation Corporation has the power to adopt rules and regulations, including disciplinary procedures with regard to its Mutual Members and permitted and approved Qualifying Residents, Co-occupants, Tenants and their guests (Bylaw 2.2.3), and the authority to establish policy (Bylaw 2.3); and

WHEREAS, Cable/Internet services for the Mutual Members, Qualifying Residents, Co-occupants, Tenants and their guests are provided by way of a contract between the Golden Rain Foundation Corporation and a Cable/Internet provider ("Master Contract"), and then a bulk service contract between the Golden Rain Foundation Corporation and the Housing Mutuals, which consists of Laguna Woods Mutual No. Fifty, Third Laguna Hills Mutual and United Laguna Woods Mutual; and

WHEREAS, each of the Housing Mutuals' Bylaws empowers their respective Boards to manage and govern property, facilities and services, including the adoption of policies and rules (Laguna Woods Mutual No. Fifty Bylaws 2.1, 2.2 and 2.3; Third Laguna Hills Mutual Bylaws 2.1.3, 2.2.3 and 2.3; United Laguna Woods Mutual Bylaws 2.1, 2.2 and 2.3); and

WHEREAS, the Board of Directors acknowledges that Cable/Internet is a jointly administered amenity, of both the Housing Mutuals and the Golden Rain Foundation Corporation;

NOW THEREFORE, BE IT RESOLVED, June 7, 2022, that the Board of Directors of the Golden Rain Foundation Corporation, and the Board of Directors for each of the Housing Mutuals' each possess the power to take disciplinary action against their respective Mutual Members, including, but not limited to, the suspension of Cable/Internet and internet services; and

RESOLVED FURTHER, that upon the member rectifying the reason for suspension of cable/internet services, the reconnection fee must be paid in advance prior to the reconnection of services; and

RESOLVED FURTHER, that it is within the sole authority of the Golden Rain Foundation to negotiate the terms of the Master Contract, including, but not limited to, pricing and programming; and

RESOLVED FURTHER, that it is the sole obligation of the Golden Rain Foundation to develop, maintain, operate, and/or repair the facilities necessary to provide Cable/Internet for the Mutual Members, Qualifying Residents, Co-occupants, Tenants and their guests; and

RESOLVED FURTHER, that this resolution cancels and supersedes Resolution 90-17-38, to the extent that it differs; 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 with amended verbiage for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Karimi seconded the motion.

There being no objections, Resolution 90-22-XX was approved as amended unanimously. (May Initial Notification – postpone 28-days for Member review and comment to comply with Civil Code §4360)

12c. Inter-Board Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and Formation of Joint Hearing Body (May Initial Notification – postpone 28-days for Member review and comment to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-22-XX

**Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy
and Charter of the Joint Hearing Body Committee**

WHEREAS, the Board of Directors of Golden Rain Foundation (“GRF”), United Laguna Woods Mutual (United”), and Third Laguna Hills Mutual (“Third”) require a clear and consistent policy to address claims of harassment, abuse and intimidation by directors to staff of Village Management Services, Inc., fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents to staff of VMS, directors and other residents; and

WHEREAS, this Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy (“Policy”) is intended to provide guidance relative to such behavior and issue a mechanism for addressing same by the Anti-Harassment, Anti-Abuse and Anti-Intimidation Joint Hearing Body Committee; and

WHEREAS, this Policy is being adopted by the Board of Directors of GRF, United and Third in the exercise of their respective duties to maintain, protect and enhance the value and desirability of Laguna Woods Village and the interests of all of its members;

NOW THEREFORE BE IT RESOLVED, June 7, 2022, that the Board of Directors of this Corporation hereby introduces the Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and Charter of the Joint Hearing Body Committee, as attached to the official minutes of this meeting; and

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

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

There being no changes or objections, Resolution 90-22-XX was approved unanimously. (May Initial Notification – postpone 28-days for Member review and comment to comply with Civil Code §4360)

12d. Entertain a Motion to Approve a Supplemental Appropriation in the Amount of \$22,569 for Unforeseen Permitting Costs Related to the Replacement of Two Hydraulic Lifts in the Mower Shop

Director Milliman read the following resolution:

RESOLUTION 90-22-23

Supplemental Appropriation for Change Order for Unforeseen Permitting Costs for Hydraulic Lifts in the Mower Shop

WHEREAS, the Board of Directors awarded a contract to replace two hydraulic lifts in the mower shop on September 7, 2021, and supplemental funding in the amount of \$51,890 was appropriated; and

WHEREAS, the City of Laguna Woods is requesting significant additional requirements to obtain permits to install the replacement lifts including; engineered stamped drawings with calculations, seismic analyses and anchors, electrical drawings, load calculations, and an entire new dedicated electrical circuit for the lifts; and

WHEREAS, the costs for these requirements exceed the contingency in the contract;

NOW THEREFORE BE IT RESOLVED, May 3, 2022, that the Board of Directors of this Corporation hereby authorizes a supplemental
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appropriation for \$22,569 from the Facilities Fund, to meet the requirements of the City and obtain all that is required for the lift permits; and

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

Director Milliman made a motion to approve the supplemental funds of \$22,569 for unforeseen City of Laguna Woods permit costs for hydraulic lifts in the mower shop. Director Horton seconded the motion.

There being no objections, Resolution 90-22-23 was approved unanimously.

12e. Entertain a Motion to Move Bus Benches to Improve Pedestrian Movement (May Initial Notification – postpone 28-days for Member review and comment to comply with Civil Code §4360)

Director Milliman read the following resolution:

RESOLUTION 90-22-XX

Moving of Bus Benches to Improve Pedestrian Movement

WHEREAS, Laguna Woods Village has 266 bus benches located throughout the Village that are used primarily by residents who utilize Laguna Woods Village transportation services; and

WHEREAS, in December 2021, the General Services Department received a request to move bus benches that are obstructing the pathway of Vision Club members while walking on the sidewalks; and

WHEREAS, pedestrian movement will be improved by moving the benches from the sidewalk to the adjacent grass area and:

WHEREAS, on April 13, 2022, the GRF Maintenance and Construction Committee recommended the board approve a supplemental appropriation in the amount of \$97,625 to utilize contracted labor to install 40 current model green benches on adjacent grass areas;

NOW THEREFORE BE IT RESOLVED, June 7, 2022, that the Board of Directors of this Corporation hereby approves a supplemental appropriation in the amount of \$97,625, to be funded from the Contingency Fund, for the replacement and repositioning of 40 bus benches; and

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

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

There being no objections, Resolution 90-22-XX was approved as amended unanimously. (May Initial Notification – postpone 28-days for Member review and comment to comply with Civil Code §4360)

12f. Discuss Scheduled Maintenance for Clubhouses

Director Karimi stepped away at 11:01 a.m. and returned at 11:05 a.m.

President Carpenter commented that she would like to see if staff can create a scheduled maintenance program for clubhouses.

Discussion ensued among the board.

Director Skillman made a motion to direct staff to develop a Clubhouse Maintenance Program. Director Dotson seconded.

There being no changes or objections, the motion was approved unanimously.

Director Garthoffner entered the meeting at 11:00 a.m.

13. The Board took a 5-minute break.

14. Committee Reports

- a. Report of the Finance Committee/Financial Reports – Director Hopkins provided a slideshow presentation. The committee met on April 20, 2022; next meeting June 15, 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 May 2, 2022; next meeting TBA.

- c. Report of the Community Activities Committee – Director Horton. The committee met on April 14, 2022; next meeting May 12, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.

(1) Equestrian Center Ad Hoc Committee – President Carpenter. The committee met on March 30, 2022; next meeting TBA.

d. Report of the Landscape Committee – Director Skillman. The committee met on March 9, 2022, next meeting June 8, 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 April 13, 2022; next meeting June 8, 2022, at 9:30 a.m. in the Board Room and as a virtual meeting.

(1) Report of the Clubhouse Renovation Ad Hoc Committee – Director Garthoffner. The Committee met on January 28, 2022; next meeting TBA.

f. Report of the Media and Communications Committee—Director Milliman. The committee met on April 18, 2022; next meeting May 16, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.

g. Report of the Mobility & Vehicles Committee – Director Tibbetts. The Committee did not meet on April 6, 2022; next meeting June 1, 2022, at 1:30 p.m. in the Board Room and as a virtual meeting.

h. Report of the Security & Community Access Committee – Director Tibbetts. The Committee met on April 25, 2022; next meeting June 27, 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 April 20, 2022; next hearings on May 18, 2022, at 9:00 a.m. in the Board Room and as a virtual meeting.

i. Report of the Disaster Preparedness Task Force – Director Skillman. The Task Force met on March 29, 2022; next meeting May 31, 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 April 8, 2022; next meeting TBA.

k. Website Ad Hoc Committee – Director Milliman. Next meeting TBA.

l. Insurance Ad Hoc Committee – Director Carpenter. The Committee will meet on May 9, 2022, at 1:30 p.m.

15. Future Agenda Items - *All matters listed below are items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will vote on these items at a future Board Meeting.*

- **Discuss Clubhouse Maintenance Programs**

Golden Rain Foundation Regular Session
May 03, 2022
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16. Director's Comments

- Director Skillman encouraged Director's to read the latest issues of the California CAI article, and a new legislature bill regarding wildfires pertaining to property insurance fees.

17. Recess 12:11 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) March 1, 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 3:34 p.m.


Joan Milliman, Secretary of the Board
Golden Rain Foundation



OPEN MEETING

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

**Thursday, May 19, 2022 – 9:30 a.m.
Willow Room/Virtual Meeting**

GRF Agenda Prep Meeting

Directors Present: Bunny Carpenter, Egon Garthoffner, Yvonne Horton, Debbie Dotson, Gan Mukhopadhyay, Elsie Addington, Juanita Skillman, Reza Karimi, Joan Milliman

Directors Absent: Don Tibbetts, Jim Hopkins

Staff Present: Siobhan Foster- CEO, Michelle Estrada, Makayla Schwiertert, Catherine Laster

Others Present: None

1. Call Meeting to Order and Establish Quorum

President Carpenter called the meeting to order at 9:30 a.m. and established that a quorum was present.

2. Approval of the Agenda

President Carpenter asked for approval of the agenda.

Hearing no objections, the agenda was approved by unanimous consent.

3. Announcements

President Carpenter made the following announcements:

- Insurance company, Marsh, will be presenting Captive Information at the upcoming Insurance Ad-Hoc meeting on May 24, 2022.
- A workshop on Microsoft 365 will be held at the upcoming Purchasing Ad-Hoc meeting on June 15, 2022.
- Discussed security concerns with increasing homeless population.

Discussion ensued among the board.

4. Discuss and Consider Items to be placed on the Tuesday, June 7, 2022, Board Meeting Open & Closed Agendas

Minutes of the GRF Agenda Prep Meeting
May 18, 2022
Page 2 of 2

Director Horton made a motion to approve the June 7, 2022, Open and Closed Agendas. Director Milliman seconded.

Hearing no objection, the June 7, 2022, Open and Closed Agendas were approved by unanimous consent.

5. Director Comments – None

6. Adjournment

The meeting was adjourned at 10:37 a.m.

DocuSigned by:

Joan Milliman

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Joan Milliman, Secretary of the Board
Golden Rain Foundation



RESOLUTION 90-22-XX
GRF Committee Appointments

RESOLVED, June 7, 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)
Robert Mutchnick (Third)
Nathaniel Ira Lewis (Third)
Anthony Liberatore, Alternate (United)
Cash Achrekar (United)
Diane Casey (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)
Lynn Jarrett, Alternate (Third)
Maggie Blackwell (United)
Diane Casey (United)
Ryna Rothberg, (Mutual 50)
Advisors: Roland Boudreau, Ajit Gidwani

Equestrian Center Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Yvonne Horton (GRF)
Cush Bhada (Third)
Annie McCary, (Third)
Pat English (United)
Pearl Lee (United)
Advisor: Susan Hemberger

Finance Committee

James Hopkins, Chair (GRF)
Elsie Addington (GRF)
Deborah Dotson, Alternate (GRF)
Donna Rane-Szostak (Third)
Mark Laws (Third)

Azar Asgari (United)
Diane Casey, Alternate (United)
Pat English (United)
Al Amado, (Mutual 50)
Sue Stephens, Alternate (Mutual 50)
Advisor: Rosemarie diLorenzo

Information Technology Advisory Committee (ITAC)

James Hopkins, Chair (GRF)
Bunny Carpenter (GRF)
Deborah Dotson (GRF)
Diane Casey (United)
Cash Achrekar (United)
Lynn Jarrett (Third)
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)
Lynn Jarrett, (Third)
Nathaniel Ira Lewis (Third)
Annie McCary, Alternate (Third)
Vacant (Mutual 50)

Maintenance & Construction Committee

Egon Garthoffner, Chair (GRF)
Gan Mukhapadhyay (GRF)
Reza Karimi, Alternate (GRF)
James Cook (Third)
John Frankel, Alternate (Third)
Ralph Engdahl (Third)
Cash Achrekar (United)
Lenny Ross (United)
Sue Stephens (Mutual 50)
Advisors: Steve Leonard, Bill Walsh, Carl Randazzo

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)

Advisors: Cathy Garris, Carl Randazzo, Bill Walsh

Media and Communications

Joan Milliman, Chair (GRF)

Juanita Skillman (GRF)

Deborah Dotson, Alternate (GRF)

Annie McCary (Third)

James Cook (Third)

Lynn Jarrett, Alternate (Third)

Neda Ardani (United)

Maggie Blackwell (United)

Ryna Rothberg, (Mutual 50)

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

Website Ad Hoc Committee

Joan Milliman, Chair (GRF)

Debbie Dotson (GRF)

Elsie Addington, Alternate (GRF)

Anthony Liberatore (United)

Pearl Lee (United)

Azar Asgari, Alternate (United)

Lynn Jarrett (Third)

Annie McCary (Third)

Mark Laws, Alternate (Third)

Advisors: Lucy Parker, Diane Phelps

Broadband Ad Hoc Committee

Joan Milliman, Chair (GRF)

Jim Hopkins (GRF)

Debbie Dotson (GRF)

Annie McCary (Third)

Lynn Jarrett (Third)

Diane Casey (United)

Vacant (United)

Mobility & Vehicles Committee

Don Tibbetts, Chair (GRF)

Egon Garthoffner (GRF)

Elsie Addington, Alternate (GRF)

James Cook (Third)

Cush Bhada (Third)

Ralph Engdahl (Third)

Maggie Blackwell (United)

Pearl Lee (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)
Craig Wayne (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

Carlos Rojas, 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)
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 (Third)
Neda Ardani (United)
Anthony Liberatore (United)
Board Members by Rotation (Mutual 50)

Purchasing Ad Hoc Committee

Bunny Carpenter, Chair (GRF)
Jim Hopkins (GRF)
~~Robert Mutchnick (Third)~~
Mark Laws (Third)
Donna Rane-Szostak (Third)
Ralph Engdahl, Alternate (Third)
Diane Casey (United)
Neda Ardani (United)
Advisor: Carl Randazzo

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)

Robert Mutchnick (Third)

Mark Laws (Third)

Jim Cook (Third)

Yvonne Horton (GRF)

Reza Karimi (GRF)

Juanita Skillman (GRF)

Advisors: Leleng Isaacs, Kathryn Freshley, Bob Laux

RESOLVED FURTHER, that Resolution 90-22-22 adopted April 3, 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.

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ENDORSEMENT (to Board of Directors)

Duplicate Bridge Tournament Room Reservation Rental Rate

Authorize the Community Activities Committee recommendation to review and recommend board approval to cancel and supersede Resolution 90-11-28 to show the cancellation of the exception rate during the annual February Duplicate Bridge tournament.

A motion was made to cancel and supersede Resolution 90-11-28 to show the cancellation of the exception rate during the annual February Duplicate Bridge tournament.

Motion passed unanimously.

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STAFF REPORT

DATE: June 7, 2022
FOR: Board of Directors
SUBJECT: Duplicate Bridge Tournament Room Reservation Rental Rate

RECOMMENDATION

Review and recommend board approval to cancel and supersede Resolution 90-11-28 (Attachment 1) nullifying the exception rate during the annual February Duplicate Bridge tournament.

BACKGROUND

From 2008 to 2011, the Duplicate Bridge Club was approved each year to hold an Annual Bridge Unit 525 event on the second weekend in February at Clubhouse 7 in the Bridge Room and Main Lounge.

On April 5, 2011, GRF approved Resolution 90-11-28, accepting the Annual Bridge Unit 525 event as an automatic annual rollover reservation, an exception to the Permanent/Rollover Reservation Policy (Attachment 2), and that the organization shall be charged the exception rate for use of the Clubhouse 7 Bridge Room and the Main Lounge as the event is booked on behalf of an outside organization.

GRF approved Recreation and Special Events Department Policy section regarding permanent/rollover reservations states, "the rollover must have a minimum of four identical reservations during the calendar year; all dates in the series must be for the same day of the month/week (such as 1st Tuesday, every Tuesday, etc.), at the same time and duration, and in the same room; no modifications (date, time, duration, location, etc.) are permitted" (Attachment 2).

DISCUSSION

On January 13, 2022 the Duplicate Bridge president approached the CAC and requested that the exception rate for their upcoming tournament (February 12 and 13, 2022) be eliminated. The president expressed that the outside organization was no longer coordinating the event. Instead the Village Duplicate Bridge Club is solely in charge of the tournament. It was also stated that the tournament would be held in the Bridge Room and the Main Lounge was no longer needed.

The CAC concurred and approved the use of the Bridge Room for the Duplicate Bridge Club tournament at no cost while continuing to collect the \$5 guest fee.

On April 5, 2022 GRF requested that the Duplicate Bridge Club request to supersede Resolution 90-11-28 (Attachment 1) to show the cancellation of the exception rate during the annual February Duplicate Bridge tournament be reviewed further at the April CAC meeting.

On April 14, 2022 CAC recommended and approved the use of the Bridge Room for the Duplicate Bridge Club tournament at no cost while continuing to collect the \$5 guest fee.

FINANCIAL ANALYSIS

On February 12 and 13 the Duplicate Bridge Club logged 141 total guests in attendance for this year's tournament equating to \$705 in GRF guest fees collected. Staff anticipates annual receipt of up to \$800 in guest fees from the tournament.

Prepared By: Jennifer Murphy, Recreation Manager

Reviewed By: Brian Gruner, Recreation and Special Events Director
Steve Hormouth, Finance Director

ATTACHMENT(S)

ATT 1: Resolution 90-11-28

ATT 2: GRF Recreation Room Reservation Policy

ATT 3: Resolution 90-22-XX Duplicate Bridge Tournament Room Reservation Rental Rate

Attachment 1

Golden Rain Foundation of Laguna Woods
Minutes of the Regular Meeting of the Board of Directors
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April 5, 2011

RESOLUTION 90-11-28

WHEREAS, over the past few years GRF has approved the Bridge Club's request to hold its annual Saddleback Bridge Unit 525 Sectional Bridge Tournament in the Bridge Room at Clubhouse Seven on the second weekend in February; and

WHEREAS, the Bridge Club has requested that GRF make an exception to its permanent reservation policy by accepting the annual Bridge Tournament as a permanent reservation;

NOW THEREFORE BE IT RESOLVED, April 5, 2011, that the Board of Directors of this Corporation hereby approves the exception to its permanent reservation policy (automatic annual rollover) by allowing the Bridge Club to hold its annual Unit 525 Sectional Bridge Tournament in the Bridge Room at Clubhouse Seven on the second weekend in February; and

RESOLVED FURTHER, that the organization shall be charged the exception rate for use of the Clubhouse Seven Bridge Room and Main Lounge; and

RESOLVED FURTHER, that the regular club rollover reservation for the Clubhouse Seven Main Lounge every Saturday night shall be moved or cancelled once a year to accommodate the bridge event; and

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

Attachment 2

Golden Rain Foundation Recreation Department Policy
Clubs/Groups/Organizations

C. Room reservations

1. For general procedures, see Page 10, Room Reservations Recreation Department Policy.
2. Only executive club officers of a club/group/organization may check availability or make/change/cancel reservations on behalf of the club/group/organization.
3. A Laguna Woods Village club/group/organization may submit a request for a rollover reservation subject to:
 - a. The rollover must have a minimum of four identical reservations during the calendar year; all dates in the series must be for the same day of the month/week (such as first Tuesday, every Tuesday, etc.), at the same time and duration, and in the same room; no modifications (date, time, duration, location, etc.) are permitted.
 - b. No more than 104 rollover dates per club/group/organization.
 - c. A rollover processing fee will be applied to annual billing in accordance with the GRF fee list.
 - d. Cancellations are permitted but requestor must retain at least four reservations (if less than four, permanent reservation status will be forfeited for the next year).
 - e. Any new rollover reservation request or change to an existing rollover reservation for the following year must be received by March 15.
 - f. Rollover reservations are mailed out for review on August 1 and payment/signed rental agreement are due by September 15.
 - g. No refunds, credits or transfers of fees will be honored after a payment and signed rental agreement is received by Recreation.
 - h. Requestor may not have more than one Saturday night per month in a main lounge; no more than two Saturday nights may be held down as rollover reservations in any main lounge.
 - i. Rollover reservations are not permitted in the Village Greens Facility.
 - j. Lottery requests for religious holiday events take priority over club/group/organization rollovers and lottery requests.



RESOLUTION 90-22-XX
Duplicate Bridge Tournament Room Reservation Rental Rate

WHEREAS, staff recommends to cancel and supersede Resolution 90-11-28 nullifying the exception rate during the annual February Duplicate Bridge tournament; and

WHEREAS, from 2008 to 2011, the Duplicate Bridge Club was approved each year to hold an Annual Bridge Unit 525 event on the second weekend in February at Clubhouse 7 in the Bridge Room and Main Lounge; and

WHEREAS, on February 12 and 13 the Duplicate Bridge Club logged 141 total guests in attendance for this year's tournament equating to \$705 in GRF guest fees collected. Staff anticipates annual receipt of up to \$800 in guest fees from the tournament; and

WHEREAS, on April 5, 2011, GRF approved Resolution 90-11-28, accepting the Annual Bridge Unit 525 event as an automatic annual rollover reservation, an exception to the Permanent/Rollover Reservation Policy, and that the organization shall be charged the exception rate for use of the Clubhouse 7 Bridge Room and the Main Lounge as the event is booked on behalf of an outside organization; and

WHEREAS, GRF approved Recreation and Special Events Department Policy section regarding permanent/rollover reservations states, "the rollover must have a minimum of four identical reservations during the calendar year; all dates in the series must be for the same day of the month/week (such as 1st Tuesday, every Tuesday, etc.), at the same time and duration, and in the same room; no modifications (date, time, duration, location, etc.) are permitted"; and

WHEREAS, on January 13, 2022, the Duplicate Bridge president approached the CAC and requested that the exception rate for their upcoming tournament (February 12 and 13, 2022) be eliminated. The president expressed that the outside organization was no longer coordinating the event. Instead the Village Duplicate Bridge Club is solely in charge of the tournament. It was also stated that the tournament would be held in the Bridge Room and the Main Lounge was no longer needed; and

WHEREAS, on April 14, 2022, the Community Activities Committee (CAC) recommended and approved the use of the Bridge Room for the Duplicate Bridge Club tournament at no cost while continuing to collect the \$5 guest fee;

NOW THEREFORE BE IT RESOLVED, June 7, 2022, that the Board of Directors of this Corporation hereby agrees to cancel and supersede Resolution 90-11-28 to show the

Attachment 3

cancellation of the exception rate during the annual February Duplicate Bridge tournament; and

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

MAY Initial Notification—28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied

STAFF REPORT

DATE: June 7, 2022
FOR: Golden Rain Foundation Board of Directors
SUBJECT: Broadband Services Reconnection Fee
Recommendation to Avoid Bad Debt from Unpaid Reconnection Fees

RECOMMENDATION

The Broadband Services Division of the Media and Communications Department requests that the Golden Rain Foundation (GRF) Board of Directors authorize Broadband to require residents whose broadband services have been turned off due to non-compliance pay a reconnection fee of \$52.50 in advance of service restoration.

BACKGROUND

On November 11, 2017, the GRF Board of Directors approved Resolution 90-17-38 to Suspend Cable/Internet in the Event of Disciplinary Action. Upon the authorization/notification of the Compliance Division, the Broadband Services Division was directed to turn off the specified resident's cable television and internet access.

The Broadband Services Division cost to reinstate these services is \$52.50 (\$50 fee to roll the truck and the technician; \$2.50 city tax for services provided). Many residents who are charged the reconnection fee do not fulfill payment, resulting in a bad debt charge to Broadband Services' budget and year-end balance sheet.

The total dollar cost of reconnection orders from March 2021 to March 2022 was \$3,742, which represents 77 service calls. (\$50 service fee + \$2.50 city tax per service call x 77 = \$3,742.)

The Media and Communications Department, which includes the Broadband Services Division, recommends the GRF Board of Directors to require prepayment for reconnection before staff visits the manor to execute the reconnection process.

DISCUSSION

The recommended solution places the onus on the resident found to be in non-compliance and protects GRF from incurring unreimbursed expenses.

FINANCIAL ANALYSIS

Upon recommendation approval, GRF is no longer in the position of incurring bad debt on services related to reconnecting Broadband Services following resolution of a compliance issue.

Prepared By: Eileen Paulin, Director of Media and Communications

Reviewed By: Paul Ortiz, General Manager Broadband Services
Steve Hormuth, Finance Director

ATTACHMENT(S)

Attachment 1 – GRF Resolution 90-17-38

Attachment 2 – GRF Broadband Services Reconnection Orders

Attachment 3 – Resolution 90-22-XX



RESOLUTION 90-17-38

Suspend Cable/Internet in the Event of Disciplinary Action

WHEREAS, the Golden Rain Foundation Corporation is an association formed to manage a common interest development under the Davis-Stirling Common Interest Development Act (Articles of Incorporation, Article XI); Golden Rain Foundation of Laguna Woods

WHEREAS, the purpose of the Golden Rain Foundation Corporation is to develop and maintain facilities and services (Bylaw 2.1.1), operate community facilities (Bylaw 2.1.2) and operate as a Common Interest Development in accordance with the Davis-Stirling Common Interest Development Act, in providing community facilities (Bylaw 2.1.3); and

WHEREAS, the Golden Rain Foundation Corporation has the power to adopt rules and regulations, including disciplinary procedures with regard to its Mutual Members and permitted and approved Qualifying Residents, Co-occupants, Tenants and their guests (Bylaw 2.2.3), and the authority to establish policy (Bylaw 2.3); and

WHEREAS, Cable/Internet services for the Mutual Members, Qualifying Residents, Co-occupants, Tenants and their guests are provided by way of a contract between the Golden Rain Foundation Corporation and a Cable/Internet provider ("Master Contract"), and then a bulk service contract between the Golden Rain Foundation Corporation and the Housing Mutuals, which consists of Laguna Woods Mutual No. Fifty, Third Laguna Hills Mutual and United Laguna Woods Mutual; and

WHEREAS, each of the Housing Mutuals Bylaws empowers their respective Boards to manage and govern property, facilities and services, including the adoption of policies and rules (Laguna Woods Mutual No. Fifty Bylaws 2.1, 2.2 and 2.3; Third Laguna Hills Mutual Bylaws 2.1.3, 2.2.3 and 2.3; United Laguna Woods Mutual Bylaws 2.1, 2.2 and 2.3);

WHEREFORE, the Board of Directors acknowledges that Cable/Internet is a jointly administered amenity, of both the Housing Mutuals and the Golden Rain Foundation Corporation;

NOW THEREFORE, BE IT RESOLVED, November 7, 2017, that the Board of Directors of the Golden Rain Foundation Corporation, and the Board of Directors for each of the Housing Mutuals, each possess the power to take disciplinary action against their respective Mutual Members, including, but not limited to, the suspension of Cable/Internet and internet services;



RESOLVED FURTHER, that it is within the sole authority of the Golden Rain Foundation to negotiate the terms of the Master Contract, including, but not limited to, pricing and programming;

RESOLVED FURTHER, that it is the sole obligation of the Golden Rain Foundation to develop, maintain, operate, and/or repair the facilities necessary to provide Cable/Internet for the Mutual Members, Qualifying Residents, Co-occupants, Tenants and their guests;

RESOLVED FURTHER, that this resolution cancels and supersedes Resolution 90-06- 110; to the extent that it differs; and
Golden Rain Foundation of Laguna Woods

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

SEPTEMBER Initial Notification
30-days notification to comply with Civil Code 4360 has been satisfied.

Director diLorenzo made a motion to adopt the Suspend Cable/Internet in the Event of Disciplinary Action Resolution. Director Perak seconded the motion.

President Parker called for a vote and the motion passed unanimously.

Transaction List
Broadband Services

Fr#	Acct#	Name	TxTyp	Description	Pkg	Date	Batch	BC	FM	Init	Chg	Post	Appl	Amount	Applied To
<div>401-013566 Olson, M</div>			MAN	GRF Cable Service Fine	GRF	3/22/2021	15708	253	244	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/22/2021	15708	253	244	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/23/2021	15711	253	244	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/23/2021	15711	253	244	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/26/2021	15722	253	244	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/26/2021	15722	253	244	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/26/2021	15722	253	244	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/29/2021	15729	253	244	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	4/23/2021	15806	254	245	0E9	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	4/23/2021	15806	254	245	0E9	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	5/27/2021	15898	255	246	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	5/27/2021	15898	255	246	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	5/27/2021	15898	255	246	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	7/6/2021	16018	256	247	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	7/6/2021	16018	256	247	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	7/6/2021	16018	256	247	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	9/20/2021	16229	259	250	0E9	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	10/5/2021	16266	259	250	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	12/1/2021	16415	261	252	0E9	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	12/1/2021	16415	261	252	0E9	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	12/28/2021	16489	262	253	0H1	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/14/2022	16628	264	255	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/14/2022	16628	264	255	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/14/2022	16628	264	255	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/14/2022	16628	264	255	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/14/2022	16628	264	255	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/11/2022	16701	146	135	0EQ	0EU	PST	No	50.00	BAL

Report Criteria: Franchise Group: 001 - Broadband Services
Sort Order: Transaction Date
Summary By: Payment Methods
Packages: GRF
Transaction Date: 1/1/2020..3/28/2022
Post Status: PST

Report Summary: Payment Methods

SubsCnt	TransCnt	Sum
71	77	3,550.00
Totals:	71	\$3,550.00

Franchise	Package	Subscribers	Transactions	Total
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Transaction List
Broadband Services

Fr#	Acct#	Name	TxTyp	Description	Pkg	Date	Batch	BC	FM	Init	Chg	Post	Appl	Amount	Applied To
			MAN	GRF Cable Service Fine	GRF	1/2/2020	14405	238	229	0EC	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	1/2/2020	14405	238	229	0EC	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	1/2/2020	14405	238	229	0EC	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	1/2/2020	14405	238	229	0EC	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	1/2/2020	14522	240	231	0EU	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/13/2020	14544	240	231	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/13/2020	14544	240	231	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/13/2020	14544	240	231	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/9/2020	14615	241	232	0EQ	0FK	PST	Yes	50.00	BAL
			ADJ	GRF Cable Service Fine	GRF	3/27/2020	14666	241	232	0EU	0FK	PST	Yes	(50.00)	BAL
			MAN	GRF Cable Service Fine	GRF	7/22/2020	15004	245	236	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	7/29/2020	15030	245	236	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	7/29/2020	15030	245	236	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	7/29/2020	15030	245	236	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	8/14/2020	15076	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	8/14/2020	15076	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	8/14/2020	15076	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	8/14/2020	15076	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	8/26/2020	15106	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	8/26/2020	15106	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	8/26/2020	15106	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	8/26/2020	15106	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	9/3/2020	15128	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	9/3/2020	15128	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	9/3/2020	15128	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	9/3/2020	15128	246	237	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	9/15/2020	15164	247	238	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	9/24/2020	15189	247	238	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	9/24/2020	15189	247	238	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	9/24/2020	15189	247	238	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	9/24/2020	15189	247	238	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	10/13/2020	15246	248	239	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	10/13/2020	15246	248	239	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	10/13/2020	15246	248	239	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	10/13/2020	15246	248	239	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	10/13/2020	15246	248	239	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	10/13/2020	15246	248	239	0EQ	0FK	PST	Yes	50.00	BAL
			ADJ	GRF Cable Service Fine	GRF	2/5/2021	15577	251	242	0EU	0FK	PST	Yes	(50.00)	BAL
			ADJ	GRF Cable Service Fine	GRF	2/5/2021	15577	251	242	0EU	0FK	PST	Yes	(50.00)	BAL
			MAN	GRF Cable Service Fine	GRF	2/24/2021	15630	252	243	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/24/2021	15630	252	243	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/24/2021	15630	252	243	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	2/24/2021	15630	252	243	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/22/2021	15708	253	244	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/22/2021	15708	253	244	0EQ	0FK	PST	Yes	50.00	BAL
			MAN	GRF Cable Service Fine	GRF	3/22/2021	15708	253	244	0EQ	0FK	PST	Yes	50.00	BAL

Transaction List
Broadband Services

71 77 3,559.00

Transaction List
Broadband Services

Fr#	Acct#	Name	TxTyp	Description	Pkg	Date	Batch	BC	FM	Init	Chg	Post	Appl	Amount	Applied To
Total for Franchise: 401				Laguna Woods Village Digital			77		\$3,550.00						
Total for All Franchises Selected:															
							77		\$3,550.00						



RESOLUTION 90-22-XX

Suspend Cable/Internet in the Event of Disciplinary Action

WHEREAS, the Golden Rain Foundation Corporation (GRF) is an association formed to manage a common interest development under the Davis-Stirling Common Interest Development Act (GRF Articles of Incorporation, Article XI); and

WHEREAS, the purpose of the Golden Rain Foundation Corporation is to develop and maintain facilities and services (Bylaw 2.1.1), operate community facilities (Bylaw 2.1.2) and operate as a Common Interest Development in accordance with the Davis-Stirling Common Interest Development Act, in providing community facilities (Bylaw 2.1.3); and

WHEREAS, the Golden Rain Foundation Corporation has the power to adopt rules and regulations, including disciplinary procedures with regard to its Mutual Members and permitted and approved Qualifying Residents, Co-occupants, Tenants and their guests (Bylaw 2.2.3), and the authority to establish policy (Bylaw 2.3); and

WHEREAS, Cable/Internet services for the Mutual Members, Qualifying Residents, Co-occupants, Tenants and their guests are provided by way of a contract between the Golden Rain Foundation Corporation and a Cable/Internet provider ("Master Contract"), and then a bulk service contract between the Golden Rain Foundation Corporation and the Housing Mutuels, which consists of Laguna Woods Mutual No. Fifty, Third Laguna Hills Mutual and United Laguna Woods Mutual; and

WHEREAS, each of the Housing Mutuels' Bylaws empowers their respective Boards to manage and govern property, facilities and services, including the adoption of policies and rules (Laguna Woods Mutual No. Fifty Bylaws 2.1, 2.2 and 2.3; Third Laguna Hills Mutual Bylaws 2.1.3, 2.2.3 and 2.3; United Laguna Woods Mutual Bylaws 2.1, 2.2 and 2.3); and

WHEREAS, the Board of Directors acknowledges that Cable/Internet is a jointly administered amenity, of both the Housing Mutuels and the Golden Rain Foundation Corporation;

NOW THEREFORE, BE IT RESOLVED, June 7, 2022, that the Board of Directors of the Golden Rain Foundation Corporation, and the Board of Directors for each of the Housing Mutuels' each possess the power to take disciplinary action against their respective Mutual Members, including, but not limited to, the suspension of Cable/Internet and internet services; and

RESOLVED FURTHER, that upon the member rectifying the reason for suspension of cable/internet services, the reconnection fee must be paid in advance prior to the reconnection of services, and

RESOLVED FURTHER, that it is within the sole authority of the Golden Rain Foundation to negotiate the terms of the Master Contract, including, but not limited to, pricing and programming; and

RESOLVED FURTHER, that it is the sole obligation of the Golden Rain Foundation to develop, maintain, operate, and/or repair the facilities necessary to provide Cable/Internet for the Mutual Members, Qualifying Residents, Co-occupants, Tenants and their guests; and

RESOLVED FURTHER, that this resolution cancels and supersedes Resolution 90-17-38, to the extent that it differs; and

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

MAY Initial Notification—28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied

STAFF REPORT

DATE: June 7, 2022
FOR: Board of Directors
SUBJECT: Inter-Board Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and Formation of Joint Hearing Body

RECOMMENDATION

The Board of Directors adopt the Inter-Board Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and authorize the formation of a Joint Hearing Body to address claims of harassment, abuse and intimidation by directors to staff of Village Management Services, Inc. ("VMS"), fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents to staff of VMS, directors and other residents.

BACKGROUND

The Board of Directors of Golden Rain Foundation ("GRF"), United Laguna Woods Mutual ("United"), and Third Laguna Hills Mutual ("Third") recognize the need for a clear and consistent policy to address claims of harassment, abuse and intimidation by directors to VMS staff, fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents to staff of VMS, directors and other residents.

DISCUSSION

To address the need for a clear and consistent Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy, the board presidents and VMS Board chair collaborated with Jeffrey C. Beaumont, Esq. to develop the proposed policy and charter for a joint hearing body, modeled after the effective Village Traffic Hearing Committee. The proposed policy provides guidance relative to harassing, abusive, and intimidating behavior and issues a mechanism for addressing such behavior by the Anti-Harassment, Anti-Abuse and Anti-Intimidation Joint Hearing Body Committee.

The proposed policy is being considered by the board of directors of GRF, United and Third in the exercise of their respective duties to maintain, protect and enhance the value and desirability of Laguna Woods Village and the interests of all of its members.

On May 3, 2022, Director Joan Milliman made a motion to approve the resolution for discussion purposes and to postpone the final vote 28-days per Civil Code §4360. Director Juanita Skillman seconded the motion. There being no changes or objections, Resolution 90-22-XX was approved unanimously. (May Initial Notification – postpone 28-days for Member review and comment to comply with Civil Code §4360). During the board discussion, minor revisions to the proposed policy were suggested.

United Mutual and Third Mutual considered the proposed policy and charter at their May board meetings on May 10 and May 17, 2022, respectively. While both boards introduced the resolution, the boards offered input regarding the proposed policy and charter. Upon conclusion of the May board meetings, the board presidents and VMS Board chair reconvened to consider all input from the three boards and the resulting documents reflect the changes

upon which there was agreement, or guided by law. Due to the substantive nature of the proposed changes, the board needs to reintroduce Resolution 90-22-XX and postpone action for 28-days to allow for Member review and comment to comply with Civil Code §4360.

FINANCIAL ANALYSIS

None.

Prepared By: Siobhan Foster, CEO/General Manager

Reviewed By: Francis Gomez, Operations Manager
Eric Nunez, Director of Security

ATTACHMENT(S)

Attachment 1: Inter-Board Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy (redline)

Attachment 2: Charter of Anti-Abuse and Anti-Intimidation Joint Hearing Body Committee (redline)

Attachment 3: Resolution 90-22-XX

Golden Rain Foundation, United Laguna Woods Mutual and Third Laguna Hills Mutual Joint Hearing Body Committee

ANTI-HARASSMENT, ANTI-ABUSE AND ANTI-INTIMIDATION POLICY

Adopted _____, 2022

I. PURPOSE

The Board of Directors of Golden Rain Foundation (“GRF”), United Laguna Woods Mutual (“United”), and Third Laguna Hills Mutual (“Third”) require a clear and consistent policy to address claims of harassment, abuse and intimidation by directors toward staff of Village Management Services Inc. (“VMS”), fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents toward staff of VMS, directors and other residents. This Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy (“Policy”) is intended to provide guidance relative to such behavior and issue a mechanism for addressing same by the Anti-Harassment, Anti-Abuse and Anti-Intimidation Joint Hearing Body Committee.

This Policy has been adopted by the Board of Directors of GRF, United and Third in the exercise of their respective duties to maintain, protect and enhance the value and desirability of Laguna Woods Village and the interests of all of its members.

II. DEFINITIONS

- a. **Community** - Laguna Woods Village, including, but not limited to, the Community Center, Gate Houses, Clubhouses and amenities.
- b. **Resident** - An approved occupant of a residence in Laguna Woods Village.
- c. **Staff** - Employees of Village Management Services Inc. (“VMS”) authorized to act on behalf of United, Third and GRF.
- d. **Director** - A member of the Board of Directors of either United, Third, ~~or~~ GRF or VMS.
- e. **Harassment** - See details under Conditions.
- f. **Abuse** - See details under Conditions.
- g. **Intimidation** - See details under Conditions.
- h. **Governing Documents** - All of the following, collectively: the Articles of Incorporation; the Bylaws; the CC&Rs; the Rules and Regulations; and Resolutions or Policies duly adopted by the Board of Directors of United including the Occupancy Agreement, GRF and Third; all as may be lawfully amended or modified from time to time.

- i. **Anti-Harassment, Anti-Abuse and Anti-Intimidation Joint Hearing Body Committee (“Committee”)** - A hearing body formed via charter by the Board of Directors of United, GRF and Third to address claims of harassment, abuse and intimidation by directors toward staff of VMS, fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents toward staff of VMS, directors and other residents.
- j. **Member** - Any person who is an owner of a Unit in United’s development or Third’s development who has been approved for membership in United or Third in accordance with the Governing Documents.

II. **CONDITIONS FOR HARASSMENT, ABUSE AND INTIMIDATION**

Below are various definitions and descriptions of harassment under both Federal and California law:

- **Federal Law:** Under federal law, “harassment” is defined to mean “a serious act or a course of conduct directed at a specific person that causes substantial emotional distress in such person and serves no legitimate purpose” (18 U.S.C.A. §1514[d][1][B]).
- **California Law:** California defines “harassment” as unlawful violence, a credible threat of violence or a knowing and willful course of conduct directed at a specific person that seriously alarms, annoys or harasses that person, and that serves no legitimate purpose (Code of Civil Procedure §527.6[b][3]).

Department of Housing and Urban Development (HUD) “Final Rule”:

Recent Federal regulations/guidelines enacted by the Department of Housing and Urban Development (HUD) impose certain obligations on GRF, United and Third with regard to the investigation and treatment of reported harassment. The new guidelines, adopted in August 2016, were enacted in an effort to further define and address housing discrimination in the form of harassment. In that regard, HUD’s new guidelines now deem any form of harassment in housing or within housing developments a form of illegal discrimination. Based on HUD’s guidelines, homeowners’ associations, including GRF, United and Third, are considered housing providers, and as such are required to evaluate alleged harassment to investigate whether a resident is being subjected to harassment to the extent that it may amount to illegal housing discrimination. Pursuant to the guidelines, GRF, United and Third are required to investigate all reported claims of potential harassment of Residents and, as appropriate, take all action permitted under the Governing Documents to address such harassing behavior (24 CFR 100.600).

This Policy interprets and defines harassment in the community to include, without limitations, physical intimidation; threatening bodily harm or to harm one’s property; shouting; stalking, such as following someone around to intimidate or “make a point”; disrupting organized activities in progress; entering the second floor of the Community Center without escort or pass; interfering, instructing or otherwise disrupting the work of vendors or Staff; unreasonable, hostile and excessive telephone calls and/or emails to a

Resident, Staff or vendor; disparaging someone; humiliating someone; and other behavior which the ordinary person would find unreasonable and/or threatening.

Below are various definitions and descriptions of abuse under both Federal and California law:

- **Federal Law:** Under Federal law, “abuse” is defined to mean “the knowing infliction of physical or psychological harm or the knowing deprivation of goods or services that are necessary to meet essential needs or to avoid physical or psychological harm” (42 USC §1397[j]).
- **California Law:** Under California law, “abuse” includes, but is not limited to, intentionally or recklessly causing or attempting to cause bodily injury, sexual assault and placing a person in reasonable apprehension of imminent serious bodily injury to that person or to another. Abuse is not limited to the actual infliction of physical injury or assault (Family Code §6203). For purposes of this Policy, “abuse” also includes conduct that creates a hostile work environment as defined under California law.

Below are various definitions and descriptions of intimidation under both Federal and California law:

- **Federal Law:** Under Federal law, “intimidation” is defined to mean “a serious act or course of conduct directed at a specific person that (i) causes fear or apprehension in such person; and (ii) serves no legitimate purpose” (18 USC §1514[d][1]).
- **California Law:** Under California law, the definition of “intimidation” was noted “to make timid or fearful; to inspire or affect with fear; to make fearful; to frighten ... to deter, as by threats. ...” (In re Bell, 19 Cal. 2d 488, 122 P.2d 22 [1942][dissent]).

III. HARASSMENT, ABUSE AND INTIMIDATION COMPLAINTS AND INVESTIGATION

Harassment, abuse and intimidation is strictly prohibited in the Community. A complaint involving harassment, abuse and intimidation may be registered by calling the Security Department at 949-580-1400 or the Compliance Division at 949-268-~~CALL 2255~~ or by emailing compliance@vmsinc.org. Staff will inform the reporting party to call the Security Department for documentation of the reported harassment, abuse or intimidation. Staff may also inform the reporting parties to call the Orange County Sheriff’s Department if and when the behavior occurs. The Security Department will investigate the complaint and will report its findings to the Committee. The Committee will thereafter evaluate the findings, and if the complaint is confirmed, shall take such enforcement action as authorized below. Staff will inform the Committee of its receipt of such complaint(s) and will forward the details of the complaint to the Committee for evaluation and investigation. The Committee will thereafter conduct an investigation, and if the complaint is confirmed, shall take such enforcement action as authorized below.

A complaint involving harassment, abuse and intimidation by one Resident against another may be registered by calling the Security Department at 949-580-1400 or the Compliance Division at 949-268-[CALL 2255](tel:949-268-2255) or by emailing compliance@vmsinc.org. The Security Department may inform the reporting party to call the Orange County Sheriff's Department if and when the behavior occurs. The Security Department will investigate the complaint and will report its findings to the Committee. The Committee will thereafter conduct an investigation, and if the complaint is confirmed, shall take such enforcement action as authorized below.

Investigating alleged harassment, abuse and intimidation: To determine whether or not harassment, abuse or intimidation is taking place, the Committee evaluates the nature of the unwelcome conduct, the context in which the incidents occur, the severity, scope, frequency, duration and location of the conduct; and the relationships of the people involved. The Committee may take appropriate enforcement action based upon its findings, as outlined below. The Committee shall maintain strict confidentiality of those that report complaints and strict confidentiality of information obtained relative to same.

Notwithstanding the foregoing, VMS investigates incidents of harassment from an employer's standpoint [pursuant to the VMS Ant-Harassment Policy](#), and by necessary implication, there will be overlap when an employee is harassed by a director. For example, VMS will investigate the harassment to determine what action must be taken to protect the employee, while the Committee will also investigate and determine what action to take against the director. Accordingly, VMS and the Committee must be able to share information and the sharing of such information is therefore expressly authorized for this purpose.

IV. ENFORCEMENT

The Committee is authorized to take disciplinary action against directors involving investigated and confirmed claims of harassment, abuse and intimidation by directors toward staff of VMS, fellow directors and residents. The Committee is also authorized to take disciplinary action against residents involving investigated and confirmed claims involving harassment, abuse and intimidation by residents toward staff of VMS, directors and other residents.

Discipline shall be imposed after a duly noticed disciplinary hearing in accordance with the requirements of Civil Code Section 5855 and pursuant to rules, regulations and fine and enforcement policies duly adopted by the Boards of GRF, United and Third. If a director or resident is found to have engaged in acts constituting harassment, abuse and intimidation, the Committee has the authority to impose monetary fines and suspend Member(s) privileges pursuant to rules, regulations and fine and enforcement policies duly adopted by the Boards of GRF, United and Third [\(See ATT 1 and ATT 2\)](#).

Notwithstanding the foregoing, and regardless of whether disciplinary action is taken, any member to be found to have violated this policy may be removed as an

officer of their Board, if serving as such, or from any committee they serve, by their respective Board, i.e., GRF, United and Third.

Decisions by the Committee to impose disciplinary action against an offending member shall be subject to a right of appeal to his or her respective corporation's Board.

Attachments:

ATT 1: Member Disciplinary Process (with footnote that it is subject to change and if it changes, the policy will reflect the updated disciplinary process)

ATT 2: Schedule of Monetary Penalties (with footnote that it is subject to change and if it changes, the schedule will reflect the updated penalties)

MEMBER DISCIPLINARY PROCESS

The following notice is provided pursuant to Civil Code Section §5310 and §5850.

Resolution 90-04-72, adopted October 5, 2004, by the Golden Rain Foundation (GRF) Board of Directors, established a member discipline process for the purposes of holding disciplinary hearings in a timely manner and ensuring progressive discipline. The board of directors is obligated to evaluate and impose, if appropriate, member discipline under its bylaws and Civil Code §5855.

Each member of GRF is obligated to comply with the rules, terms and conditions as set forth in the governing documents. Following is the disciplinary process adopted by the board of directors when violations occur:

- Upon notice of alleged violation, staff investigates and files an incident report (IR) and/or notice of clutter violation (NOV).
- By way of the initial investigation, should staff identify objective evidence of a violation by a member or their guests, staff will send a letter to the offending party describing the allegation(s) and the disciplinary action that may ensue if not corrected.
- Staff will monitor the situation, and if compliance with the request is not evident, an additional IR and/or NOV is filed, and a letter is sent to the offending party advising that a disciplinary hearing may be scheduled with the board of directors to determine if member discipline is merited. If the alleged violation has been resolved, no further action is required.
- If a disciplinary hearing is merited, staff will proceed with noticing the member for a hearing. Hearings are noticed based on GRF bylaws, Section 4.5, Discipline or Suspension.
- During a member disciplinary hearing the member has the right to meet before the board of directors in executive session. If the board finds the member to be in violation with the governing documents, the board may impose a fine based on the monetary fee schedule, suspend member privileges and/or consider legal action.

Violations include but are not limited to abandoned/inoperable vehicles, nuisance, the Equestrian Center, the Garden Centers, the golf course, recreational vehicles and Department of Recreation policies, etc.

The member disciplinary process is coordinated by the Compliance Division. A complaint may be registered by calling the Department of Security Services at 949-580-1400 or the Compliance Division at 949-268-CALL, or by emailing compliance@vmsinc.org.



SCHEDULE OF MONETARY PENALTIES

The following notice is provided pursuant to Civil Code Section §5310 and §5850.

The following schedules identify the violations and potential monetary penalties that may be imposed upon a member. Such penalties may be imposed following a hearing by the Golden Rain Foundation (GRF) Board of Directors for a violation of those governing documents and rules and regulations by the member, co-occupant, guest or lessee.

Type of Violation	Penalty Ranges
Golf Course Restrictions	
Examples: Slow play, failure to rake traps or repair ball marks, improper operation of golf cart, playing holes out of order, practicing on golf course, hitting more than one ball to each green, playing without payment, etc.	\$25 - \$200
Nonpayment	
Examples: Nonpayment of chargeable services, disciplinary penalties, facilities or services use charges, traffic citations, etc.	\$25 - \$500
Nuisance Restrictions	
Behavior/Disturbances: Assault, theft, trespassing, yelling, etc.	\$25 - \$500
Noise: Activities that interfere with quiet enjoyment of another person such as playing music or television too loud, loud conversation, etc.	\$25 - \$500
Violation of Laws: Violation of federal, state or local ordinances. An example would be public nudity, resident engaged in drug dealings, etc.	\$25 - \$500
Other	
Illegal business, nonsmoking policy	\$25 - \$500
Pet Restrictions	
Examples: Dog not on leash, dog not under control, unreasonable noise (barking), not picking up and disposing of feces, etc.	\$25 - \$500
Department of Recreation Services Policy	
Examples: Operating rules, soliciting without a permit, tree signage, unauthorized advertisement, room reservation, etc.	\$25 - \$500
Traffic Rules and Regulations	
Examples: Abandoned vehicle, commercial vehicles, excessive vehicles, vehicle oil, recreational vehicle policy, etc.	\$25 - \$500
Any violation of the governing documents or rules and regulations not specifically identified in this schedule.	\$25 - \$500
Second or Subsequent Violations of the Same Rule	
Ongoing violation of the same event may result in a daily fine in accordance with current monetary penalty schedule until compliance is achieved and/or double of fines imposed.	

In addition to, or instead of the monetary penalty, the board of directors may impose the following penalties, following a noticed hearing, for a violation of the governing documents or rules and regulations:

1. Suspension of the right to use any facilities owned, operated or managed by GRF for a period not to exceed 90 days for each breach.
2. GRF may also make an application to a court of competent jurisdiction for legal or equitable relief.
3. GRF may recommend that United Laguna Woods Mutual (United) or Third Laguna Hills Mutual (Third) take disciplinary action against a resident member of GRF, to the extent possible under United/Third's governing documents.

GRF bylaws and rules and regulations provide that members/residents who receive a traffic citation may elect to waive their right to a hearing and attend traffic school or forfeit a fine for certain violations and under certain circumstances. (See Schedule of Traffic Monetary Penalties.)

Delinquent regular or special assessments, plus any costs of collection, late charges and interest, shall become a lien on the owner's interest in the common interest development upon recordation of a Notice of Delinquent Assessment in the Official Records of Orange County, California, and said lien may be enforced as provided by Sections 5650-5690 of the California Civil Code and as otherwise permitted by law.

If you have questions regarding the above information, please contact the Compliance Division during regular business hours at 949-268-CALL or via email at compliance@vmsinc.org.

**CHARTER OF THE
ANTI-HARASSMENT, ANTI-ABUSE AND ANTI-INTIMIDATION
JOINT HEARING BODY COMMITTEE FOR
GOLDEN RAIN FOUNDATION, UNITED LAGUNA WOODS
MUTUAL AND THIRD LAGUNA HILLS MUTUAL**

I. INTRODUCTION

Pursuant to Article VIII of the Amended and Restated Bylaws ("Bylaws") of Golden Rain Foundation ("GRF") and California Corporations Code Section 7212, the Board of Directors of GRF is entitled to create committees to assist it in the execution of their powers and duties.

Pursuant to Article VIII, Section 1 of the Amended and Restated Bylaws ("Bylaws") of United Laguna Woods Mutual ("United") and California Corporations Code Section 7212, the Board of Directors of United is entitled to create committees to assist it in the execution of their powers and duties.

Pursuant to Article VII, Section 1 of the Amended and Restated Bylaws ("Bylaws") of Third Laguna Hills Mutual ("Third") and California Corporations Code Section 7212, the Board of Directors of Third is entitled to create committees to assist it in the execution of their powers and duties.

This Charter serves to create the Anti-Harassment, Anti-Abuse and Anti-Intimidation Joint Hearing Body Committee ("Committee") for GRF, United and Third.

II. PURPOSE

The Committee Members (as defined in Article III) will serve as a hearing body to address claims of harassment, abuse and intimidation by directors toward staff of Village Management Services Inc. ("VMS"), fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents toward staff of VMS, directors and other residents. The Committee will interface with the Board of Directors of GRF, United and Third, as well as VMS, legal counsel and other relevant individuals, and impose discipline and provide reports and/or recommendations, as appropriate.

III. COMMITTEE MEMBERS

The Committee shall be comprised of two (2) directors from the Board of Directors for GRF, United and Third, therefore totaling six (6) total members. The term of Committee membership shall be concurrent with each Member's term on their respective Board of Directors in which he or she has been elected or appointed. Committee Members serve at the pleasure of their respective Board in which he or she has been appointed to serve on the Committee and may be removed with or

without cause, at any time, in the sole discretion of their respective Board.

Committee Members must be in “good standing” at all times, defined as the following and the respective policies of each board, Resolution 90-xx-xx, 01-xx-xx, and 03-xx-xx:

1. Current in the payment of assessments and all other financial obligations to their respective organization, i.e., GRF, United and Third;
2. No outstanding violations of the governing documents of their respective organization, as determined by their respective Board;
3. No active dispute, including pending claims, dispute resolution, litigation or the like between the Committee Member and their respective organization or Board or VMS; and
4. Regular attendance at Committee meetings, which requirement precludes the Committee Member’s absence from three (3) consecutive board meetings.

When the defendant is a board director, the two (2) members of the committee from the defendant’s board will not participate in the hearing. The four (4) committee members from the other boards will hear and render a decision on the case. For example, if the case involves a Third director, the GRF and United committee members would hear and render a decision on the case, preserving the Third committee members ability to hear a possible appeal that would be heard by the full board.

IV. SCOPE OF AUTHORITY

A. Powers and Duties of the Committee

The Committee is formed to serve as a hearing body to address claims involving claims of harassment, abuse and intimidation by directors to staff of VMS, fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents to staff of VMS, directors and other residents. The Committee has the power and authority to investigate claims and interface with the Board of Directors of GRF, United and Third, as well as VMS, legal counsel, and other relevant individuals. The Committee shall also have the authority to impose discipline against the offending party, subject to notice and hearing procedures, pursuant to rules, regulations and fine and enforcement policy duly adopted by the Boards of GRF, United and Third.

B. Committee Member Compensation and Conduct

No Committee Member shall receive compensation of any kind for participation on the Committee.

C. Meetings

The Committee shall meet as necessary and as required to perform its duties privately in executive session to maintain confidentiality. Minutes of all meetings shall be prepared and maintained. In the event of a tie vote, the motion would fail pursuant to Robert’s Rules of Order.

D. Effect of Decisions by the Committee

Decisions by the Committee to impose disciplinary action against an offending member shall be subject to a conditional right of appeal, whereas the right to appeal only applies to the appeal of a decision that can be addressed by the Board hearing the appeal. For instance, for United, if the Committee imposes a fine, the accused can appeal to the United Board and that Board can affirm or overturn that decision, given the Board can levy fines. However, if the Committee bans the accused from accessing the administrative building or the clubhouse/amenities, the United Board cannot hear any appeal regarding same as GRF has the authority to impose that discipline, and therefore the accused would need to appeal to GRF, not United.

E. Insurance/Defense/Indemnity

GRF, United and Third shall at all times maintain a directors' and officers' liability insurance policy, as required by law and their respective governing documents (i.e., Bylaws), which shall cover volunteer committee members, among others, for actions and/or omissions done in the official capacity of a Member's service on the Committee, and as authorized by the Boards of GRF, United and Third. GRF, United and Third will defend and indemnify Committee members for claims, costs, defense fees, etc., incurred as a result of their official service on the Committee, including any self-insured retention costs, and shared by GRF, United and Third.

F. Confidentiality

Committee Members are obligated to maintain strict confidentiality of information obtained while on the Committee, beyond the term of service on the Committee, and such information shall only be used for its purpose as provided herein.

The Open Meeting Act authorizes boards to meet in executive session to consider litigation, matters relating to the formation of contracts, member discipline and personnel matters. (Civil Code Section 4935.) The underlying principle of the Open Meeting Act is transparency. While focusing primarily on the interests of transparency by way of Civil Code Section 4935, the California legislature has underscored the importance of individual and corporate privacy. If boards were required to discuss such sensitive matters in a public forum, individuals would be irreparably damaged. It is paramount that Committee Members similarly acknowledge and respect the privacy interests of GRF, United and Third and its members, exercising constant vigilance in the handling of confidential information.

Notwithstanding the foregoing, VMS investigates incidents of harassment from an employer's standpoint, and by necessary implication there will be overlap when an employee is harassed by a director. For example, VMS will investigate the harassment to determine what action must be taken to protect the employee,

while the Committee will also investigate and determine what action to take against the director. Accordingly, VMS and the Committee must be able to share information, and the sharing of such information is therefore expressly authorized for this purpose.



RESOLUTION 90-22-XX

**Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and
Charter of the Joint Hearing Body Committee**

WHEREAS, the Board of Directors of Golden Rain Foundation (“GRF”), United Laguna Woods Mutual (“United”), and Third Laguna Hills Mutual (“Third”) require a clear and consistent policy to address claims of harassment, abuse and intimidation by directors to staff of Village Management Services, Inc., fellow directors and residents, as well as claims involving harassment, abuse and intimidation by residents to staff of VMS, directors and other residents; and

WHEREAS, this Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy (“Policy”) is intended to provide guidance relative to such behavior and issue a mechanism for addressing same by the Anti-Harassment, Anti-Abuse and Anti-Intimidation Joint Hearing Body Committee; and

WHEREAS, this Policy is being adopted by the Board of Directors of GRF, United and Third in the exercise of their respective duties to maintain, protect and enhance the value and desirability of Laguna Woods Village and the interests of all of its members.

NOW THEREFORE BE IT RESOLVED, June 7, 2022, that the Board of Directors of this Corporation hereby introduces the Anti-Harassment, Anti-Abuse and Anti-Intimidation Policy and Charter of the Joint Hearing Body Committee, as attached to the official minutes of this meeting; and

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

JUNE Initial Notification

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

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ENDORSEMENT (to board)

Supplemental Appropriation for the Relocation of Bus Benches to Improve Pedestrian Movement

General Services Director Robert Carroll summarized the report and answered questions from the Committee.

A motion was made and passed by a majority of the members present to recommend the board approve a supplemental appropriation in the amount of \$97,625 for the relocation of existing benches as described in Option 2.

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ENDORSEMENT (to board)

Moving of Bus Benches to Improve Pedestrian Movement

Robert Carroll, Director of General Services, presented a staff report with various options to prioritize relocation of 40 bus benches to improve pedestrian movement. Option 2 listed on the report included contracted labor to install the current benches and reducing project cost to \$97,625. The endorsement from the finance committee is to recommend a supplemental appropriation of \$97,625 to be funded from the Contingency Fund.

A motion was made and carried unanimously to accept the recommendation to endorse and present at the next board meeting.

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STAFF REPORT

DATE: June 7, 2022
FOR: Board of Directors
SUBJECT: Moving of Bus Benches to Improve Pedestrian Movement

RECOMMENDATION

Approve a supplemental appropriation in the amount of \$97,625 for the relocation of existing benches as described in Option 2 of this report.

BACKGROUND

Laguna Woods Village has 266 bus benches located throughout the Village that are used primarily by residents who utilize Laguna Woods Village transportation services. These benches are located on sidewalks and are maintained by General Services staff. The benches are used primarily by users of the GRF funded transportation system, and the maintenance and replacement of these benches is also funded by GRF. There is a combination of older white benches and newer green benches throughout the community. The older white benches are being upgraded to newer more modern green benches as maintenance requires and funding permits. The current operating budget allows approximately eight to ten bus bench replacement/repairs per year.

DISCUSSION

In December 2021, the General Services Department received a request to move bus benches that are obstructing the pathway of Vision Club members while walking on the sidewalks. General Services staff worked with Vision Club President Jeanne Bray to prioritize 38 bus benches that, when moved, will most benefit their membership. The bus benches will be moved back a few feet onto the adjacent grass area, thereby improving pedestrian movement along the sidewalk for all community members. See Attachment 2 for an image of a current green bench installation. All 38 bus benches that are proposed to be moved are the older white benches. The General Services Department is requesting funding for a total of 40 bus bench moves, which will allow some contingency funding should two more bus benches be identified as priority.

The GRF Maintenance and Construction Committee considered this item at their February 9, 2022 meeting, and the committee requested that staff obtain additional quotes to help reduce project costs. Staff obtained quotes from concrete contractors, and identified a less expensive green bench that is similar, but not identical, to the current model green bench. General Services staff is capable of installing 20 benches per year, in addition to its current workload. Therefore, should in-house labor be preferred, this project would be implemented over a two-year period. Otherwise, contracted labor could be used should GRF decide to complete all the installations on a more aggressive one-year timeline. Four installation options are presented below for the Committee's review and consideration.

Agenda Item # 11d

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Option 1

This option includes using in-house labor to install the current model green benches. The cost of this option is \$110,415 (\$70,790 for labor and materials and \$39,625 for the benches). Under this option, the General Services Department is proposing to move 20 benches in 2022 and 20 benches in 2023. Once implemented, this project will improve pedestrian movement along the sidewalk, and facilitate the upgrade of 40 benches to the newer more modern green benches.

Option 2

This option includes using contracted labor to install the current model benches. The cost of the project can be reduced to \$97,625 if we use a contractor for the installation of the current green benches (\$58,000 for labor and materials and \$39,625 for the benches). Using the current model green benches will allow us to continue to provide a consistent look throughout the community. This option, which utilizes contracted labor, would allow the project to be completed on a more aggressive one-year timeline.

Option 3

This option includes using in-house labor to install the alternative green bench. Staff identified an alternative green bench that looks similar, but not identical to our current bench (see Attachment 3). Installing this alternative bench using in-house labor would reduce the cost of the project to \$94,012 (\$70,790 in labor and materials and \$23,222 for the benches). Using this alternative green bench would result in a less consistent look throughout the community as we will no longer be standardized on one bench. This option would also be implemented over a two-year period.

Option 4

This option includes using contracted labor to install the alternative green bench. Installing the alternate green bench with contracted labor would reduce the project cost to \$81,222 (\$58,000 for labor and materials and \$23,222 for the benches). This option, which utilizes contracted labor, would allow the project to be completed on a more aggressive one-year timeline.

All four options are summarized in Table A in the Financial Analysis section below.

FINANCIAL ANALYSIS

Should GRF elect to utilize in-house labor and spread the project over two fiscal years, the General Services Department will request a 2022 GRF budget appropriation to move 20 benches in 2022, and will also request funding through the regular 2023 GRF budget process to move 20 benches in 2023. Alternatively, GRF could provide a 2022 budget appropriation for one of the two contracted options above to move all the benches in 2022.

Table A

		Subtotal Per Bench Location	Project Total (40 Benches)
Option 1	In-house Installation/Current Bench	\$2,760.38	\$110,415
Option 2	Contracted Installation/Current Bench	\$2,440.62	\$97,625
Option 3	In-house Installation/Alternative Bench	\$2,350.30	\$94,012
Option 4	Contracted Installation/Alternative Bench	\$2,030.54	\$81,222

Prepared By: Robert Carroll, Director of General Services

Reviewed By: Guy West, Projects Division Manager
Manuel Gomez, Director of Maintenance and Construction

ATTACHMENT(S)

Attachment 1: List of Proposed Bus Benches to be Moved
Attachment 2: Photo of Existing Installation
Attachment 3: Photo of Alternate Bench
Attachment 4: Resolution 90-22-XX Moving of Bus Benches to Improve Pedestrian Movement

Attachment 1

**Village Management Services
List of Proposed Bus Benches to be Moved**

LAGUNA WOODS VILLAGE BENCHES (VISION CLUB)	Gate #	New	Old	OLD to MOVE
CALLE ARAGON	Gate 1	5	9	9
CALLE ARAGON/CARMEL	Gate 1		2	Counted on Aragon
AVENIDA CASTILLA	Gate 1	4	8	8
VIA ESTRADA	Gate 3	2	4	1
AVENIDA SEVILLA (2 OFF SIDEWALK & DAMAGED)	Gate 3	9	7	5
VIA LOS ALTOS	Gate 3	4	2	2
VIA ALHAMBRA	Gate 3		2	2
RONDA MENDOZA (INCLUDING CUL DE SAC # 82)	Gate 3	1	3	3
CUL DE SAC #13 ACROSS FROM VIA LOS ALTOS	Gate 4		3	3
ALTA VISTA	Gate 8	2	3	3
VIA SERENA NORTH & SOUTH	Gate 8	4	3	2
	Total	31	46	38







RESOLUTION 90-22-XX

Moving of Bus Benches to Improve Pedestrian Movement

WHEREAS, Laguna Woods Village has 266 bus benches located throughout the Village that are used primarily by residents who utilize Laguna Woods Village transportation services; and

WHEREAS, in December 2021, the General Services Department received a request to move bus benches that are obstructing the pathway of Vision Club members while walking on the sidewalks; and

WHEREAS, pedestrian movement will be improved by moving the benches from the sidewalk to the adjacent grass area; and

WHEREAS, on April 13, 2022, the GRF Maintenance and Construction Committee recommended the board approve a supplemental appropriation in the amount of \$97,625 to utilize contracted labor to install 40 current model green benches on adjacent grass areas;

NOW THEREFORE BE IT RESOLVED, June 7, 2022, that the Board of Directors of this Corporation hereby approves a supplemental appropriation in the amount of \$97,625, to be funded from the Contingency Fund, for the relocation of 40 bus benches; and

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

MAY Initial Notification—28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied

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ENDORSEMENT (to Board)

**Entertain a Motion to Approve the Replacement of Stop Signs
Throughout the Community.**

At the April 25, 2020, GRF Security and Community Access Committee meeting, a motion was made and carried unanimously to recommend the board approve the installation of 21 solar powered stop signs throughout the community.

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STAFF REPORT

DATE: April 25, 2022
FOR: Board of Directors
SUBJECT: Replacement of Stop Signs

RECOMMENDATION

Staff recommends the replacement of 21 stop signs throughout the Village with solar powered, flashing, red Light-Emitting Diode (LED) lights, with a supplemental appropriation of \$42,913 to be funded from the Equipment Fund.

BACKGROUND

The Golden Rain Foundation (GRF) Traffic Division enforces rules and regulations within the boundaries of Laguna Woods Village. The Officers are empowered to issue notices of violations (NOV). Individuals who receive an NOV may be subject to a fine and other disciplinary action. The traffic rules enforcement program is coordinated by the Security Services Department.

In 2021, Traffic Specialists issued over 500 NOV's to drivers that failed to stop at posted stop signs throughout the Village.

DISCUSSION

The Security Services Department conducted an assessment of the existing stop signs and intersections throughout the Village. The assessment included reviewing historical stop sign violations, discussions with Traffic Specialists, Supervisors and a physical review of the intersections. The assessment considered the visibility of existing signs, roadway configuration, and heavy vehicle and pedestrian traffic areas.

The purpose of the solar powered red LED flashing stop signs is to capture the driver's attention through supplemental visual input. It is intended to increase stopping compliance and reduce or prevent accidents by alerting the drivers of upcoming roadway changes, so they do not unintentionally run the stop sign. Having solar powered red flashing LED flashing lights will not only cut the cost due to the signs not needing to be hardwired, they will still flash day or night during a power outage when all the street lights are out. The solar powered red flashing LED stop signs are 30" octagon shapes.

The Security Services Department has identified 21 stop signs within the Village to be replaced with the solar powered red LED flashing stop signs (Attachment 1).

FINANCIAL ANALYSIS

If approved, the cost will be approximately \$42,913 and will be funded from the Equipment Fund. Any ongoing maintenance cost will be included as part of the Business Plan.

Below is the cost associated with this purchase:

Proposed Outlay	Estimated Cost
21 LED 30" Stop Signs with Telespar Pole, Hardware and Supplies	\$36,483
Labor (VMS personnel)	\$6,430
Total	\$42,913

Prepared By: Tom Siviglia, Security Operations Manager

Reviewed By: Francis Gomez, Operations Manager
Robert Carrol, Director of General Services
Eric Nunez, Director of Security Services
Jose Campos, Assistant Director of Financial Services

ATTACHMENT(S)

Attachment 1: Solar Powered Red Flashing LED Stop Sign Proposed Locations

Attachment 2: Solar Powered Red Flashing LED Stop Sign Locations Map

Attachment 3: Resolution 90-22-XX

Golden Rain Foundation of Laguna Woods
Replacement of Stop Signs
June 7, 2022

Solar Powered Flashing Red LED Stop Signs

Proposed Locations:

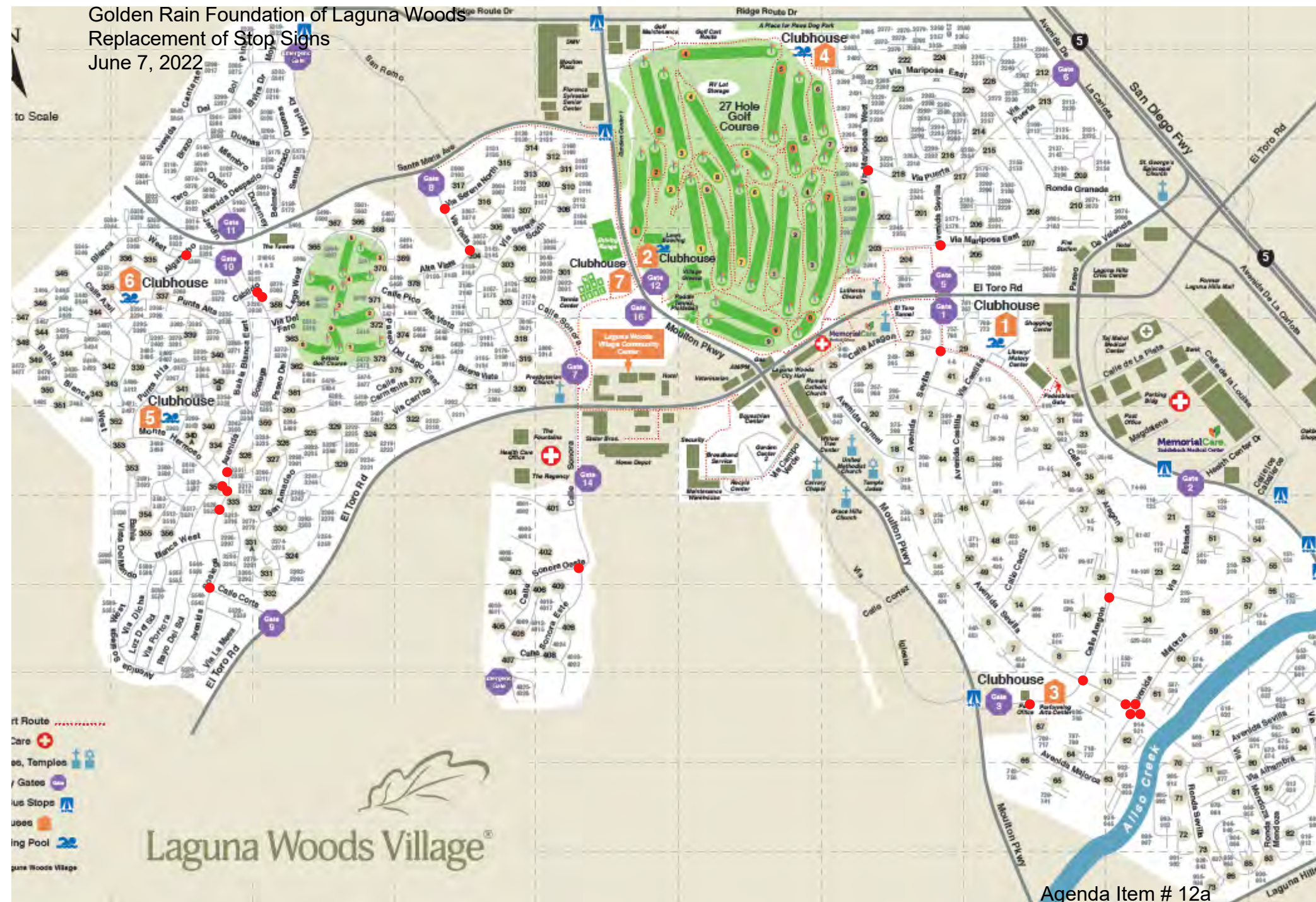
1. Avenida Sevilla and Calle Aragon (near Gate 1) SB | 1 sign
2. Avenida Sevilla and Via Mariposa NB | 1 sign
3. Avenida Sosiega and Monte Hermosa NB and SB | 2 signs
4. Avenida Sevilla and Calle Aragon (G3 side) EB | 1 sign
5. Via Puerta and Via Mariposa East WB | 1 sign
6. Cabildo and Avenida Sosiega NB and SB | 2 signs
7. Calle Sonora Este and Calle Sonora Oeste NB | 1 sign
8. Avenida Sevilla and Avenida Majorca all 4 directions | 4 signs
9. Calle Corta and Avenida Sosiega WB | 1 sign
10. Calle Sonora and Via Vista WB | 1 sign
11. Via Vista and Via Serena NB | 1 sign
12. Via Estrada and Calle Aragon WB | 1 sign
13. Avenida Majorca and Calle Aragon NB | 1 sign
14. Avenida Sosiega and Via Carrizo WB | 1 sign
15. Avenida Sosiega and San Amadeo WB | 1 sign
16. Bahia Blanca West and Algarrobo NB | 1 sign



Key:
NB = North Bound
SB = South Bound
WB = West Bound
EB = East Bound

Total: 21 Signs

Golden Rain Foundation of Laguna Woods
Replacement of Stop Signs
June 7, 2022



Golden Rain Foundation of Laguna Woods
Replacement of Stop Signs
June 7, 2022



RESOLUTION 90-22-XX

Replacement of Stop Signs

WHEREAS, the Golden Rain Foundation (GRF) through the Security Division desires to increase stop sign visibility and safety within the community; and

WHEREAS, 21 solar powered stop signs would be placed at intersections throughout the community with the intention of increasing visibility and safety; and

WHEREAS, the Security and Community Access Committee has recommended the installation of solar powered stop signs at specific locations throughout the community;

NOW THEREFORE BE IT RESOLVED, on XXX, the Board of Directors of this Corporation hereby approves installation of solar powered stop signs with an appropriation of \$42,913 to be funded from the Equipment Fund; and

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

June Initial Notification

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

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ENDORSEMENT (to Board of Directors)

Donation Agreement Between GRF and Mr. and Mrs. Fox

Authorize the Community Activities Committee recommendation to review and recommend board approval of the donation of \$3,000 for the Laguna Woods Village Equestrian Center to be used for Sebastian's care in accordance with the Donation Policy.

A motion was made to accept staff recommendation of the donation of \$3,000 for the Laguna Woods Village Equestrian Center to be used for Sebastian's care in accordance with the Donation Policy.

Motion passed unanimously.

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STAFF REPORT

DATE: June 7, 2022
FOR: Board of Directors
SUBJECT: \$3,000 Donation Agreement Between GRF and Mr. and Mrs. Fox

RECOMMENDATION

Review and recommend board approval for a resolution of the donation of \$3,000 for the Laguna Woods Village Equestrian Center to be used for Sebastian's care in accordance with the Donation Policy (Attachment 1).

BACKGROUND

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

DISCUSSION

Residents, Mr. and Mrs. Fox, would like to donate \$3,000 to cover care and costs for Sebastian the GRF mini horse at the Laguna Woods Village Equestrian Center (Attachment 2).

FINANCIAL ANALYSIS

None.

Prepared By: Brian Gruner, Recreation and Special Events Director

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

ATTACHMENT(S)

ATT 1: GRF Donation Policy
ATT 2: Mr. and Mrs. Fox Donation Request
ATT 3: Resolution 90-22-XX Donation Agreement
Between GRF and Mr. and Mrs. Fox



Golden Rain Foundation | Donation Policy

I. Purpose

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

II. Donation Defined

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

III. Sponsorships Defined

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

IV. Types of Donations and Sponsorships

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

V. Consistency with GRF Interests

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

VI. Standards for Donations and Sponsorships

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

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

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

VII. Procedure for Making Donations and Sponsorships

- A. Management:** The applicable department director or services manager will manage the proposed donation(s) and/or sponsorship(s) (Recreation and Special Events, Landscaping Services, General Services, Maintenance and Construction, etc.).
- B. Contact:** Donor or sponsor must contact the applicable department director or services manager to determine whether donation(s) and/or sponsorship(s) will be accepted and the conditions of acceptance. If the donation(s) or sponsorship(s) is(are) accepted, the donor will work with VMS staff to finalize the combined total cost of donation(s) and/or sponsorship(s) and complete the Donation Agreement (Attachment 1).

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

VIII. Criteria for Acceptance

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

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

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

IX. Guidelines

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

A. Flowers, shrubs and bushes

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

B. Trees

- 1.** Donated trees become the exclusive property and maintenance responsibility of GRF;
- 2.** Site preparation, installation and site restoration will be the responsibility of GRF;

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

C. Signage

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

D. Benches, tables and other amenities

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

E. Buildings, structures and public art

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

X. Conditions

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

XI. Distribution of Donation and Sponsorship

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

XII. Donation Record Keeping

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

XIII. Declined Donations and Sponsorships

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



Recreation Committee Request Form

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE RECREATION REQUESTS

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

Print Requestor Name:-

Date: April 25, 2022

• Print Individual, Club or Organization Name: _____

Request (please check one):

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

Explanation:

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

Please request to Sponsor mini horse
Sebastian @ Equestrian Center
Ask for approx \$225.00 per month
Feed, shoes, meds, etc board & care
Enclosed \$3000.00
"Mother's Day Gift" to me from my husband
As soon as possible

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

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

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

PLEASE FORWARD COMPLETED REQUEST FORM TO:

Laguna Woods Village Recreation Department
 P.O. Box 2220, Laguna Woods, CA 92637

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RESOLUTION 90-22-XX
Donation Agreement between GRF and Mr. and Mrs. Fox

This Agreement, entered into this 7th day of June, 2022, is by and between the Golden Rain Foundation (“GRF”), a California non-profit mutual benefit corporation and Mr. and Mrs. Fox (Donor) who donated \$3,000 for the Laguna Woods Village Equestrian Center to be used for Sebastian’s care.

WHEREAS, GRF and Donor recognize the important of community facilities and amenities; and

WHEREAS, GRF and Donor acknowledge the benefit of donations when they have a purpose consistent with GRF goals and are in the best interest of Laguna Woods Village; and

WHEREAS, the Donor has offered to donate \$3,000 for the Laguna Woods Village Equestrian Center to be used for Sebastian’s care; and

WHEREAS, the Recreation and Special Events Department Director or Financial Services Director reviewed and affirms the proposed donation meets the criteria for acceptance contained in the GRF Donation Policy:

- a. Meet a true need of the facility;
- b. Not interfere with the intended current or future use of the facility; and
- c. Not require the relocation of other equipment or infrastructure to accommodate the donation.

NOW THEREFORE BE IT RESOLVED, [DATE], that GRF and Donor in accordance with the described conditions and obligations, hereinafter set forth and agree as follows:

Section 1 The donation, known as \$3,000 for the Laguna Woods Village Equestrian Center to be used for Sebastian’s care, described below, is donated in its entirety to GRF, hereafter owned by GRF and managed on behalf of the residents of Laguna Woods Village by Village Management Services, Inc. (VMS)

Section 2 Donation description: \$3,000 for the Laguna Woods Village Equestrian Center to be used for Sebastian’s care
Space of facility: Equestrian Center
Location: Equestrian Center

- Section 3 Amount of Donation
- | | |
|--------------------------|---------------|
| Item cost: | \$3,000.00 |
| Installation cost: | \$0.00 |
| Maintenance cost: | <u>\$0.00</u> |
| Total estimated donation | \$3,000.00 |
- Section 4 GRF reserves the right to move/remove and/or retire the donation following cessation of the five-year period. The term shall commence upon the date entered into and indicated above.
- Section 5 GRF will not replace the donation or community space improvement if it is stolen, vandalized, worn out, irreparably damaged, destroyed or expires.
- Section 6 Installation and Maintenance: GRF shall be responsible for installation and maintenance of the item, including any reasonable repairs.
- Section 7 Term: The term of this agreement is a minimum of five years or beyond, if applicable; and

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

June Initial Notification

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.



Treasurer's Report for June 7, 2022 Board Meeting

Slide 1 – Through the reporting period of April 30, 2022, GRF had net revenue of \$1,159, with total revenue of \$15,186K and total expense of \$14,027K. GRF was better than budget by \$390K with total expenses coming in \$1,497K better than anticipated. The favorable results seen in expenses were partially offset by lower revenues of (\$1,107K).

Slide 2 – In Finance, we keep a close eye on the operating portion of our financial results. The Operating Fund (without Depreciation) shows a favorable variance of \$1,319K through the reporting period, with expense better than budget by \$1,495K offset by revenue worse than budget by (\$176K).

Slide 3 – This next chart shows reserve and restricted revenues and expenses. Together, these funds show an unfavorable variance of (\$929K) through the reporting period, with revenue worse than budget by (\$932K) and expense better than budget by \$3K.

Slide 4 – This slide shows our most significant operating only variances by category with green bars representing favorable variances and orange bars representing unfavorable items.

Favorable. Overall, we had favorable variances in:

- Employee Compensation and related variance of \$809K, was primarily due to General Services as there are 7 open Bus Driver and 3 Custodian positions, for which recruitment is in progress. In addition, Recreation, has various positions unfilled, resulting in Clubhouse closures or limited hours open to members. Security, Maintenance and Construction, and Information Services vacancies also contributed to the variance; recruitment is in progress.
- Outside Services variance of \$222K, due to unutilized evening janitorial services as clubhouses remain closed or only open for limited hours. In addition, less services such as vehicle repairs and carwashes utilized as less company cars were driven due to open positions.
- Materials and Supplies variance of \$163K, due to less materials needed for clubhouses and vehicle repairs due to limited hours schedule for the clubhouses and less vehicles being driven due to open positions. To a lesser extent, unused contingency budgets for carpentry and paint services furthered the variance.
- Professional Fees variance of \$114K, due to timing of invoices for audit & tax preparation fees. The variance was furthered by consulting services not yet needed in Financial Services and Media and Communications.

Unfavorable. Some offsetting unfavorable variance included:

- Broadband Services unfavorable variance of (\$218K), due lower high-speed internet revenue sharing than budgeted. The budget anticipated contract re-negotiation in which GRF would be awarded a higher revenue sharing percentage, negotiations are ongoing. The variance was furthered by less ad insertion as a result of ongoing COVID-19 pandemic causing advertisers to spend less.
- Utilities & Telephone unfavorable variance of (\$95K), due to higher natural gas costs in the recreation department due to rising rates; the variance was furthered by higher water expense for the golf course, as a result of (78%) less rainfall than 3-year average used for budgeting.

Slide 5 – We do have sources of revenue other than the assessments, such as fees and rentals. To date, we have received just over \$3,183K of non-assessment operating revenue, as shown on this pie chart. By category, we can see that our largest revenue is Broadband Services (i.e. set top boxes, internet, ad insertion, and premium channels), followed by Golf Revenue, Merchandise Sales, and Clubhouse Rentals & Event Fees. These revenues offset costs and help keep assessments down.

Slide 6 – Operating expenses to date of just over \$12.2M, excluding depreciation, shown on this pie chart with our largest categories being Compensation, Cable Programming/Franchise Fees, Insurance, Professional and Legal, Utilities & Fuel, Outside Services, etc.

Slide 7 – The reserve and restricted funds adjusted balances are shown here.

- Starting with the 1st column on the left, reserve funds have a combined ending balance of \$29.8M; restricted fund balances have an ending balance of \$2.4M. Included in this total are contributions received this year through assessments, trust facilities fees, and investment earnings.
- The 2nd column shows the work in progress of \$2.2M for reserve and \$43K for restricted, reflecting the amounts paid for projects not yet completed.
- The 3rd column represents the resulting “adjusted” fund balances of \$29.8M for reserve and \$2.4M for restricted.

Slide 8 – We have a slide here to show resale History from 2020-2022. Community-wide sales total 353 through April 30, 2022. Most of these transactions generate the Trust Facilities Fee (transfer fee), used as a source of revenue for our reserves. Note: the new transfer fee of \$7,500 went into effect for purchase contracts entered into after January 1, 2022 or closing after March 31, 2022.

Slide 9 –The listing on this slide gives you an idea where the reserve money is committed. Of the \$13M appropriated by the Board for various projects and equipment purchases, the remaining encumbrances against our reserve funds is \$10.6M, primarily for renovation projects. Restricted funds had total appropriations of \$50K and remaining encumbrances of \$7K.

Slide 10 – We compare our “adjusted” fund balances to historical balances for the past five years on this next chart, showing that GRF has averaged \$25 million in reserve funds and \$1.3 million in contingency funds.

GRF Financial Report

As of April 30, 2022



INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$11,080	\$11,080	\$0
Non-Assessment Revenue	\$4,106	\$5,213	(\$1,107)
Total Revenue	\$15,186	\$16,293	(\$1,107)
Total Expense	\$14,027	\$15,524	\$1,497
Net Revenue/(Expense)	\$1,159	\$769	\$390

GRF Financial Report

As of April 30, 2022



OPERATING ONLY INCOME STATEMENT (in thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$9,960	\$9,960	\$0
Non-Assessment Revenue	\$3,183	\$3,359	(\$176)
Total Revenue	\$13,143	\$13,319	(\$176)
Total Expense ¹	\$12,250	\$13,745	\$1,495
Operating Surplus/ (Deficit)	\$893	(\$426)	\$1,319

1) excludes depreciation

GRF Financial Report

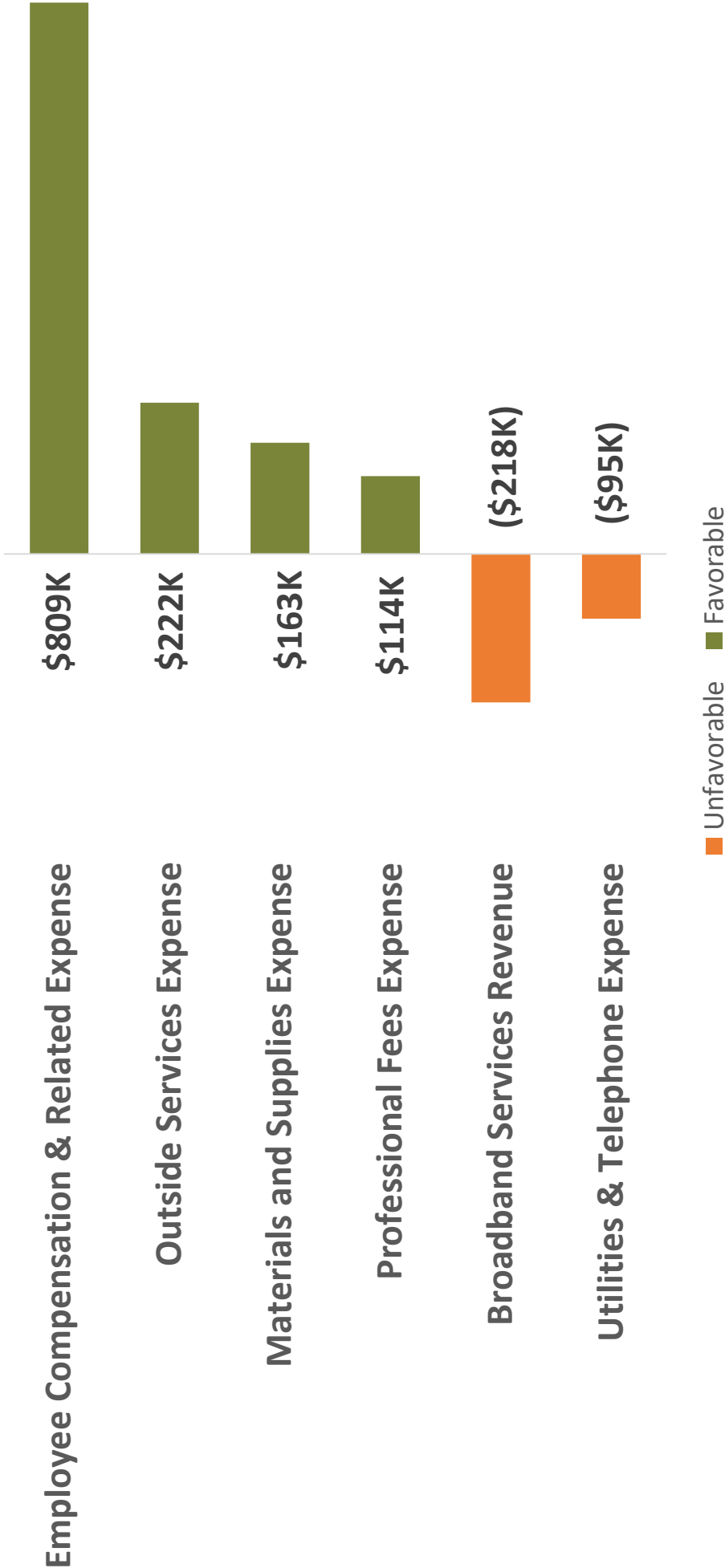
As of April 30, 2022



RESERVE & RESTRICTED INCOME STATEMENT (in Thousands)	ACTUAL	BUDGET	VARIANCE B/(W)
Assessment Revenue	\$1,121	\$1,121	\$0
Non-Assessment Revenue	\$922	\$1,854	(\$932)
Total Revenue	\$2,043	\$2,975	(\$932)
Total Expense	\$3	\$6	\$3
Net Revenue/(Expense)	\$2,040	\$2,969	(\$929)

GRF Financial Report

As of April 30, 2022
Operating Only

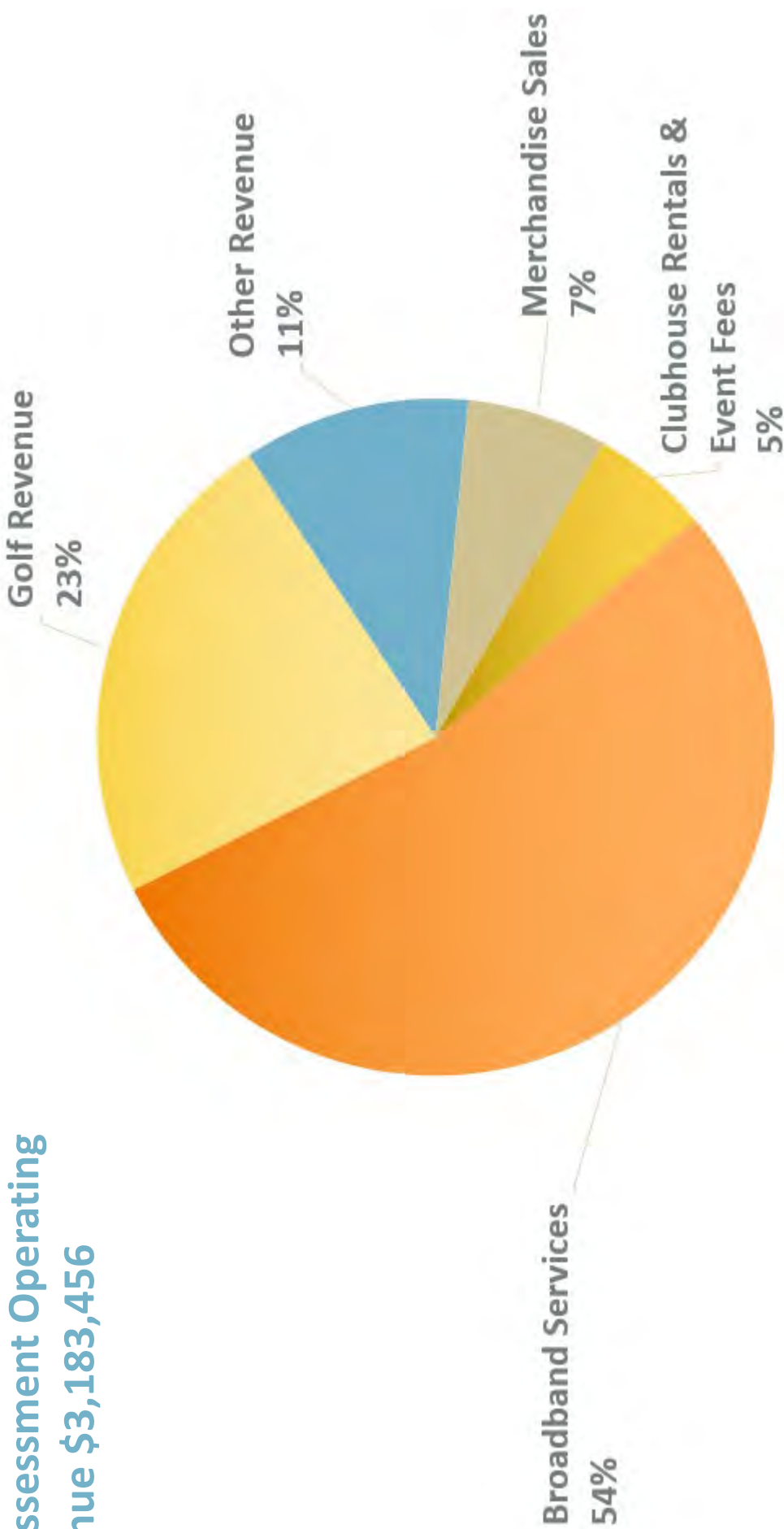


GRF Financial Report

As of April 30, 2022



**Total Non-assessment Operating
Revenue \$3,183,456**

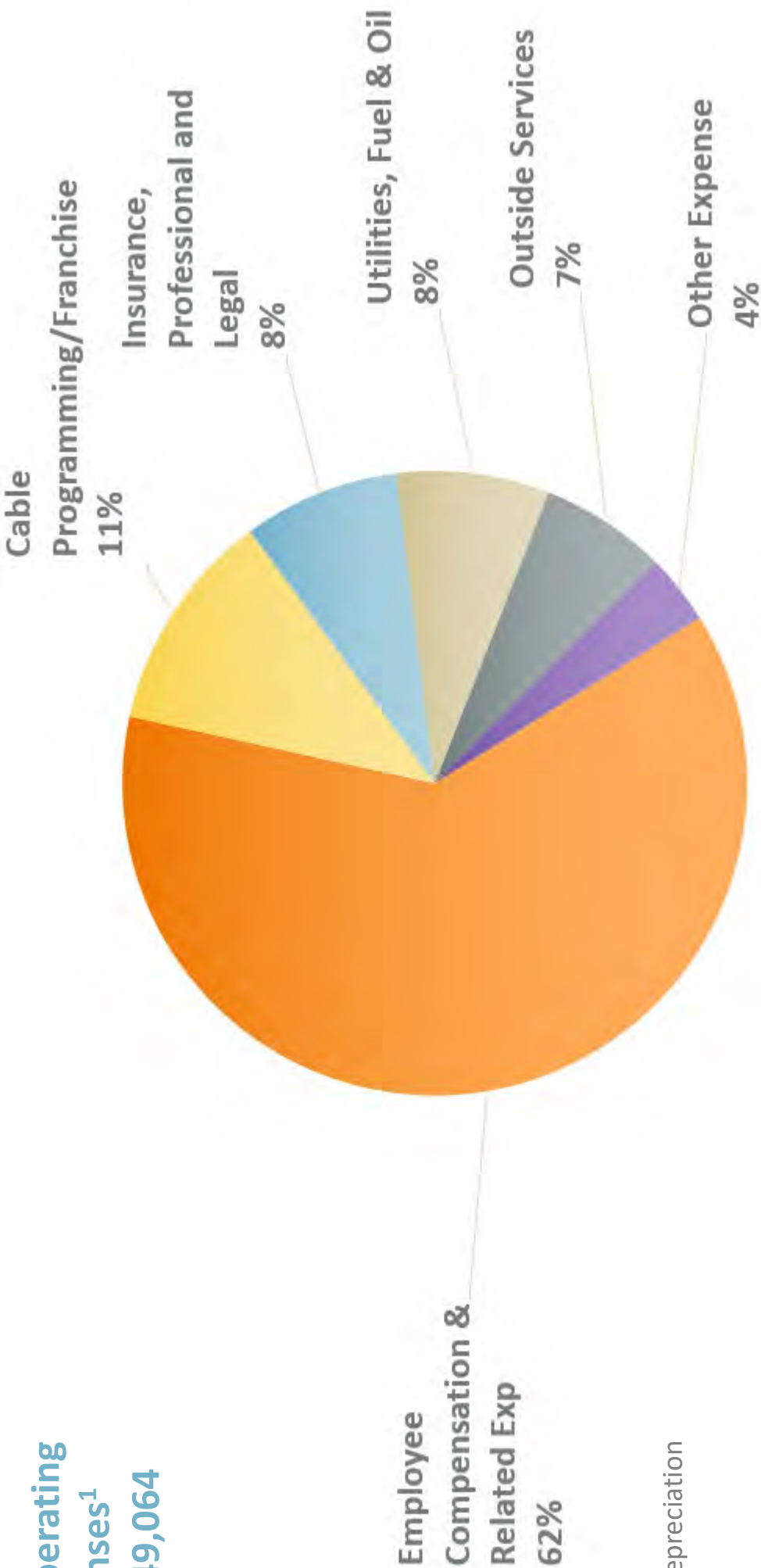


GRF Financial Report

As of April 30, 2022



Total Operating Expenses¹
\$12,249,064



1) excludes depreciation

GRF Financial Report

As of April 30, 2022



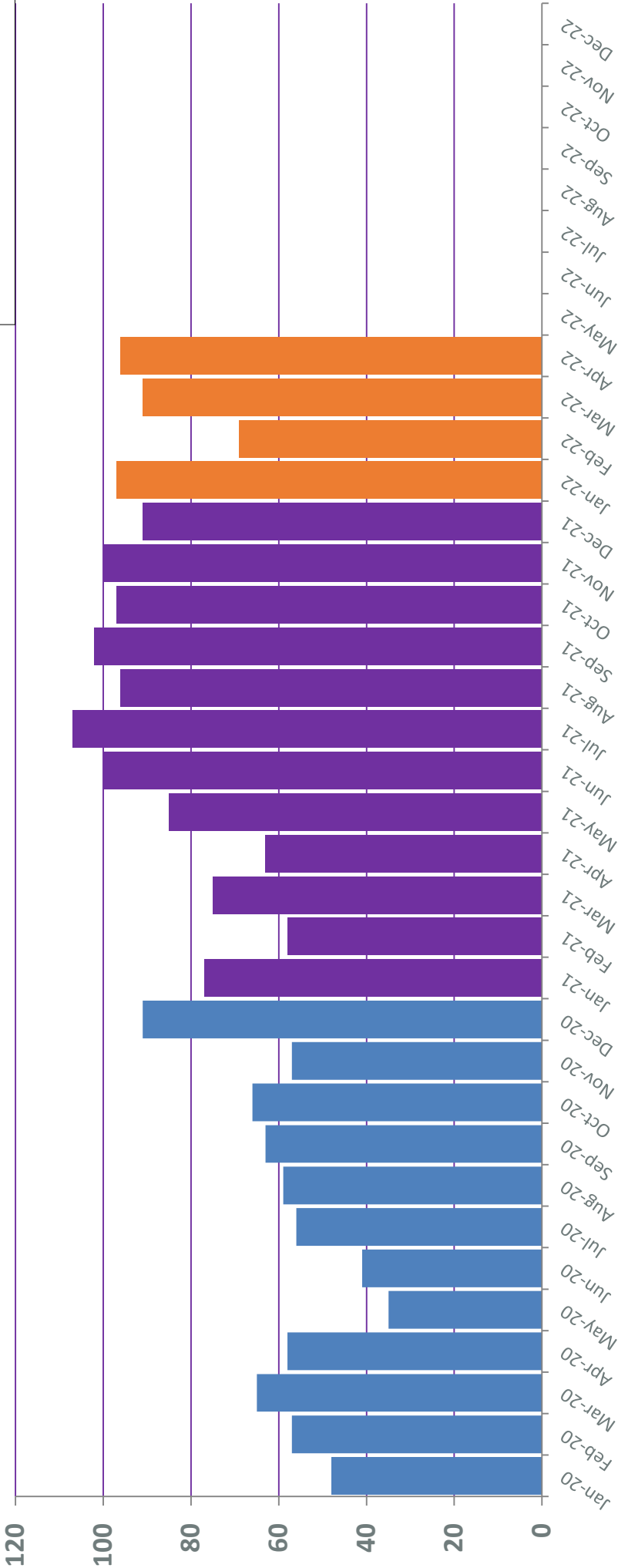
RESERVE FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Equipment Fund	\$5,520	\$1,049	\$4,471
Facilities Fund	20,617	1,168	19,449
Trust Facilities Fee Fund	5,926	0	5,926
TOTAL	\$32,063	\$2,217	\$29,846
RESTRICTED FUND BALANCES (in thousands)	ENDING BALANCE	WORK IN PROGRESS	ADJUSTED BALANCES
Contingency Fund	\$2,438	\$43	\$2,395

GRF Financial Report

As of April 30, 2022

Resale History — Consolidated

	NO. OF RESALES	AVG. RESALE PRICE
YTD 2020	228	\$313,799
YTD 2021	273	\$357,133
YTD 2022	353	\$462,143



GRF Financial Report

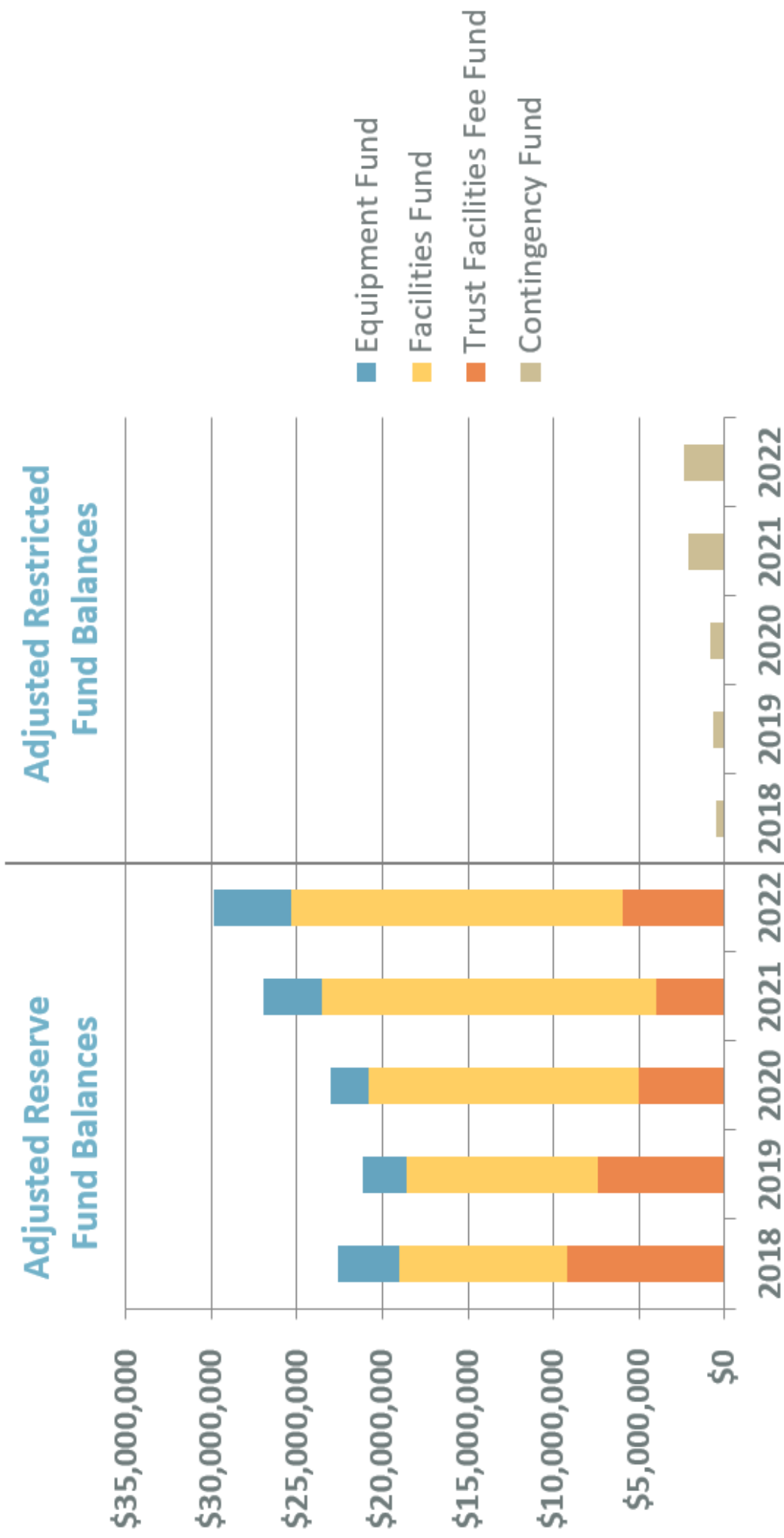
As of April 30, 2022



FUND ENCUMBRANCES (in thousands)					
	RESERVE FUNDS (EQF + FCF)		RESTRICTED FUND (CNF)		
	Total Appropriations	Remaining Encumbrance	Total Appropriations	Remaining Encumbrance	
Aquatics & Fitness	\$67	\$67	\$0	\$0	
Broadband Services	631	613	50	7	
Clubhouses	2,463	1,684	0	0	
Computers	2,260	1,719	0	0	
Community Center	279	143	0	0	
Energy Projects	250	240	0	0	
Golf Facilities	809	750	0	0	
Landscaping	697	566	0	0	
Other Equipment	280	280	0	0	
Other GRF Facilities	1,552	1,321	0	0	
Paving	904	904	0	0	
Security	425	373	0	0	
Vehicles	2,339	1,946	0	0	
TOTAL	\$12,956	\$10,606	\$50	\$7	

GRF Financial Report

As of April 30, 2022





FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, April 20, 2022 – 1:30 p.m.
Hybrid Meeting

DIRECTORS PRESENT: Jim Hopkins – Chair, Azar Asgari, Debbie Dotson, Diane Casey, Donna Rane-Szostak, Elsie Addington, Mark Laws, Sue Stephens (Alternate for Al Amado)

DIRECTORS ABSENT: Al Amado

ADVISORS PRESENT: Rosemarie DiLorenzo

STAFF PRESENT: Jose Campos, Kurt Wiemann, Robert Carroll, Erika Hernandez

OTHERS PRESENT: United – Advisor: Dick Rader
GRF – Bunny Carpenter, Yvonne Horton, Egon Garthoffner, Juanita Skillman

Call to Order

Director James Hopkins, Treasurer, chaired the meeting and was called to order at 1:33 p.m.

Acknowledgement of Media

The meeting was streamed through Granicus and made available via Zoom for members of the community to participate virtually.

Approval of Meeting Agenda

A motion was made and carried unanimously to approve the agenda as presented.

Approval of the Regular Meeting Report of February 16, 2022

A motion was made and carried unanimously to approve the committee report as presented.

Chair Remarks

Director Hopkins thanked VMS, Inc for bringing forth items to be reviewed by Directors in order to render endorsements on certain projects.

Member Comments (Items Not on the Agenda)

None.

Department Head Update

Jose Campos, Assistant Director of Financial Services, commented on the Purchasing Policy, 2023 Business plan development and the 2021 Audit Update issued by KPMG, who issued a favorable opinion.

Review Preliminary Financial Statements dated March 31, 2022

The committee reviewed the financial statements dated March 31, 2021. Questions were addressed.

Endorsement from Standing Committees

Landscape Services – Supplemental Funding for Change Order for Unforeseen Permitting Costs Related to the Replacement of Hydraulic Lifts in Mower Shop. Kurt Wiemann, Director of Landscape Services, presented a staff report requesting approval of a supplemental appropriation fund in the amount of \$22,569 for unforeseen permitting costs related to the replacement of two hydraulic lifts in the mower shop. A motion was made and carried unanimously to accept the recommendation to endorse and present at the next board meeting.

General Services – Moving of Bus Benches to Improve Pedestrian Movement. Robert Carroll, Director of General Services, presented a staff report with various options to prioritize relocation of 40 bus benches to improve pedestrian movement. Option 2 listed on the report included contracted labor to install the current benches and reducing project cost to \$97,625. The endorsement from the finance committee is to recommend a supplemental appropriation of \$97,625 to be funded from the Contingency Fund. A motion was made and carried unanimously to accept the recommendation to endorse and present at the next board meeting.

Future Agenda Items

None.

Committee Member Comments


None.

Date of Next Meeting

Wednesday, June 15, 2022 at 1:30 p.m.

Recess to Closed Session

The meeting recessed to closed session at 2:33 p.m.


J. W. Hopkins (Apr 25, 2022 13:49 PDT)

James Hopkins, Chair



OPEN MEETING

**MINUTES OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
STRATEGIC PLANNING COMMITTEE**

**Monday, May 2, 2022 – 9:30 a.m.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center 24351 El Toro Road**

Director Present: Debbie Dotson, Anthony Liberatore, Ira Lewis, Bunny Carpenter, James Hopkins, Gan Mukhopadhyay and Robert Mutchnick, Ryna Rothberg, Diane Casey

Directors Absent: Cash Achrekar

Staff Present: CEO-Siobhan Foster, Michelle Estrada, Makayla Schwieter

Others Present: Richard Rader (Advisor)
GRF: Elsie Addington, Joan Milliman, Juanita Skillman (left the meeting at 9:51 a.m.)

1. Call to Order—Director Dotson, Chair

Chair Dotson called the meeting to order at 9:39 a.m. and established that a quorum was present.

2. Acknowledgment of Media

Chair Dotson acknowledged the media as present.

3. Approval of the Agenda

Director Mutchnick made a motion to approve the agenda. Director Rothberg seconded the motion.

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

4. Approval of the Minutes

a. GRF Strategic Planning Committee Meeting – March 7, 2022

Chair Dotson requested that the minutes of March 7, 2022 be revised to remove Elsie Addington from attendance.

Hearing no further changes or objections, Chair Dotson declared the minutes of March 7, 2022 were approved unanimously.

5. Members Comments – None

6. Chair's Remarks

Chair Dotson commented on the questionnaire results of the VMS Strategic Planning Meeting. A similar questionnaire will be developed and distributed to the GRF Strategic Planning Committee. Chair Dotson provided an overview of items that reviewed at several committee meetings.

7. CEO Report on VMS Strategic Planning Meeting

CEO Foster provided an overview of the 3-year goals that were reviewed during the VMS Strategic Planning Meeting on March 22, 2022.

CEO Foster answered questions from the committee.

8. Old Business

a. Ideas for Long-Term Planning

Chair Dotson commented on that she will continue to work with the committee on ideas.

9. Future Agenda Items

- a. Questionnaires
- b. Surveys

10. Next Meeting – TBA

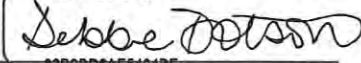
11. Committee Member Comments

- Director Rothberg asked to receive the minutes from the last two meetings.
- Director Mutchnick commented on Third Mutual's review of electric vehicle charging stations.
- Director Liberatore expressed his appreciation for what the committee is doing to improve the community.
- Director Lewis provided a suggestion of placing electric vehicle charging stations at specific locations. Additionally, he asked for a map of open space within the community.
- Director Hopkins commented on the role of the committee.
- Director Mukhopadhyay commented that he agrees with the other committee members and noted that the committee has limited resources and time.
- Director Carpenter commented on obtaining a reserve study.
- Advisor Rader commented on a tabled item from a previous meeting in regards to an additional swimming pool.

Director Casey joined the meeting at 10:10 a.m.

12. Adjournment

There being no further business the meeting was adjourned at 10:20 a.m.

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Debbie Dotson, Chair
GRF Strategic Planning Committee

OPEN MEETING

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

Thursday, May 12, 2022 – 1:30 p.m.
Board Room/Virtual Meeting

MEMBERS PRESENT: Yvonne Horton, Chair, Elsie Addington, Maggie Blackwell, Annie McCary, Diane Casey, Cush Bhada, Dennis Boudreau, Ajit Gidwani

MEMBERS ABSENT: Ryna Rothberg

OTHERS PRESENT: Bunny Carpenter, Joan Milliman, Lynn Jarrett, Juanita Skillman, Cash Achrekar

STAFF PRESENT: Brian Gruner, Jennifer Murphy, Jackie Kupfert

Call to Order

Chair Horton called the meeting to order at 1:36 p.m.

Acknowledgement of Media

There was no press present.

Approval of Agenda

Director Blackwell made a motion to amend the agenda as follows: Tennis operating rules will be discussed before Garden Center operating rules.

Director Bhada seconded.

Motion passed unanimously.

Approval of Committee Report for April 14, 2022

This agenda item will be reviewed at the June CAC meeting.

Chair's Remarks

Chair Horton thanked the audience for attending the meeting and stated the Garden Center as well as the Tennis Center is governed by the Golden Rain Foundation and the trust. Most of the operating rules were changed for clarity. We, on this committee, take our jobs as volunteers very seriously. Leadership is tough whether you are a GRF board member, committee member or working for VMS. The Recreation Department has the hardest job of

all as the face of all amenities within Laguna Woods Village. She suggested that each resident member come to the CAC meeting with positive input instead of rhetoric. No outbursts will be tolerated.

Report of the Recreation and Special Events Director

Mr. Gruner stated the following operational updates: actively recruiting part-time staff; staff is continuing to work on the 2023 budget; a club president meeting will be hosted in June with details to follow.

Mr. Gruner stated the following facility updates: a new stainless steel outdoor sink will be installed at the bocce ball courts; a new projector screen is to be installed in the Clubhouse 1 ballroom next Tuesday; the Garden Center volunteer program has begun after training was completed; finalizing camera installation for added security measures at both Garden Centers; the Golf driving range routine maintenance project is underway and should conclude this week; VCF fundraising efforts for the Help the Herd program has raised over \$4,500 in the past month with a goal of \$33, 565; a professional training clinic was held at the Equestrian Center which had 25 attendees; new horse experience classes will begin tomorrow at the Equestrian Center; the Clubhouse 6 volunteer program has been successful; summer pool hours will go into effect Memorial Day weekend including the reopening of Pool 6 to allow for the Children's Swim program to resume; renovation continues at the Performing Arts Center which includes new flooring in both kitchens and billiards room and an HVAC system update.

Mr. Gruner stated Easter at Equestrian event was attended by over 500 people which included many families. The Health and Wellness Expo was hosted at Clubhouse 5 and had over 820 attendees making this the most successful Expo to date. The Fitness Centers hosted the Village Games for the first time since the pandemic. The Mother's Day brunch at Clubhouse 5 is sold out. Staff will conduct a site walk through at the Performing Arts Center to review the needs of a new sound system.

Ms. Murphy announced the following upcoming Recreation events: the new class Contemporary Jazz Dance requires registration of five classes for \$25 and will be held at the Clubhouse 5 fitness room on Wednesdays, 4:30 to 5:30 p.m.; *Coda*, the free movie on Monday, May 16, will be held at the Performing Arts Center at 2 p.m.; the Village Renaissance Faire will be held at the Equestrian Center on Saturday, May 21 from noon to 5 p.m. with a \$5 entry fee and free shuttle service will be available from 11:30 a.m. to 5:30 p.m. from the employee parking lot above the Equestrian Center; the free Memorial Day event will be on Monday, May 31 and will host the All American Boys Choir at 1 p.m. at the Performing Arts Center (tickets are required (up to four per manor) and may be picked up at the Performing Arts Center box office which is open Monday, Wednesday, Friday, 9 a.m. to noon); on June 4, the 8th annual Art Affair will be held at Clubhouse 2, 11 a.m. to 4 p.m. (entry is free); patio concerts return to the Clubhouse 1 back patio on June 9, 6:30 to 8:30 p.m. and tickets may be purchased at the Clubhouse 1 office for \$15 each; Splash Days

return to Pool 2 starting June 10, noon to 4 p.m. and tickets may be purchased at the Recreation office or Clubhouse 2 office for \$5 for those 2 years and older; Clubhouse 5 will host the Father's Day brunch on June 19 at 11 a.m. with tickets sold at the Clubhouse 5 office.

Member Comments (Items Not on the Agenda)

Members were called to speak regarding changes in Pool 1 rules to allow exclusive use during Aquadettes practice in the month of August; Pool 1 maintenance to be scheduled during October to March; billiards room tables in disrepair; limitations on open facilities due to lack of staffing; in favor of Kourts at the tennis facility.

CONSENT

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

Motion passed unanimously.

REPORTS

Table Tennis Operating Hours – Members were called to speak regarding the extension of the Table Tennis room operating hours.

Mr. Gruner stated the Recreation Department is working with the Security Department to begin recruiting staff.

Operating Rules

Tennis Center – Members were called to speak regarding in favor of Tennis Center operating rules and suggestion of edits.

Director Bhada made a motion to approve the tennis center operating rules. Director Blackwell seconded.

Discussion ensued.

Motion passed unanimously.

Garden Centers – Members were called to speak regarding opposition to the proposed Garden Center operating rules; fencing of tree plots; length of wait list; timers for watering; theft of produce; input from gardeners for operating rules; creation of a community garden; camera installation; operating rules edits; email notifications; wheelbarrow storage; disposal of food waste.

Director Blackwell made a motion to approve the Garden Center operating rules. Director Addington seconded. Director Blackwell rescinded her motion.

Director Blackwell made a motion to receive the Garden Center operating rules as updated, review and present at next CAC meeting. Director Bhada seconded.

Motion passed unanimously.

ITEMS FOR DISCUSSION AND CONSIDERATION

Sponsorship of Miniature Horse at Equestrian – Mr. Gruner stated the staff recommendation to review and recommend a resolution of the donation of \$3,000 for the Laguna Woods Village Equestrian Center to be used for Sebastian's care in accordance with the GRF Donation Policy.

Director Bhada made a motion to accept the sponsorship donation for the miniature horse at the Equestrian Center. Director McCary seconded.

Motion passed unanimously.

ITEMS FOR FUTURE AGENDAS

Golf Greens Committee Update – Staff was directed to keep this item under Future Agendas.

Club Insurance – Staff was directed to keep this item under Future Agendas.

CONCLUDING BUSINESS

Committee Member Comments

None

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held both in the board room and virtually via the Zoom platform at 1:30 p.m. on Thursday, June 9, 2022.

Adjournment

There being no further business, the Chair adjourned the meeting at 4:07 p.m.

____Yvonne Horton____
Yvonne Horton, Chair

REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
EQUESTRIAN AD HOC COMMITTEE

Wednesday, March 30, 2022 – 1 p.m.
Sycamore Rom

MEMBERS PRESENT: Bunny Carpenter, Chair, Yvonne Horton, Pearl Lee, Pat English, Susan Hemberger

MEMBERS ABSENT: Annie McCary, Cush Bhada

OTHERS PRESENT: None

STAFF PRESENT: Jennifer Murphy, Laura Cobarruviaz, Hailey Yocham, Jackie Kupfert

Call to Order

Chair Carpenter called the meeting to order at 1:07 p.m.

A motion was made to approve the agenda.

Motion passed unanimously.

ITEMS FOR DISCUSSION AND CONSIDERATION

Help the Herd Program Update

Ms. Murphy stated we are proposing phase two of the Help the Herd Village Community Fund fundraising. This proposal was pre-approved by VCF and CAC and will be presented to GRF for final approval in April. The focus will be installation of shade structures for remaining turnouts, replacement of the small pen and to raise funds for additional veterinary care for the GRF herd. Ms. Hemberger was instrumental in the first phase and the committee thanked her for her unyielding commitment. New team members will meet with Ms. Hemberger and staff to ensure phase two is successful. Ms. Murphy will represent the program update at future meetings.

Senior Equestrian Supervisor Update

2022 Equestrian Center Events

Ms. Cobarruviaz stated promotional information is out for Easter event at the Equestrian Center which will host Easter egg hunts for all ages, Easter bunny, petting zoo, child activities, horse parade, shuttles for attendees and snacks for purchase to benefit the Equestrian Center. Director Horton inquired as to spectators. Ms. Cobarruviaz stated all are welcome.

The Village Renaissance Faire will be hosted on May 21. A flyer has been given to the Clubhouse 4 Supervisor to disseminate to artisans for booth participation to ensure a Renaissance theme will be adhered. This event will host a fortune teller, Old Pros stage performances, bands/music, horse events, Renaissance Faire performers, Viking food truck, foam axe throwing, hair braiding and more and will be partially wheelchair assessable. Plastic beer mugs with the Laguna Woods Village logo will be for sold for \$5. If all are not sold, these will be offered for sale at the Clubhouse 2 July 4 event. More details are being discussed at weekly staff planning meetings.

Some Equestrian riders will participate in Village Games on April 30. The Equestrian Center will host a horse show in June and the Hoedown will be hosted in the fall.

Director English suggested an entry fee for the Renaissance Faire of \$10 for adults and free for children. Chair Carpenter stated she is happy to hear the community speaking of the Equestrian Center often, especially Sebastian, the miniature horse.

Security Fencing

Ms. Cobarruviaz presented the quotes for the security fencing with one quote as a privacy, built in fence and the other as a standard chain link fence with sheeting for privacy. Ms. Cobarruviaz stated the following concerns that mitigate the installation of security fencing: a gang related shooting near the park near the Equestrian Center last weekend; many homeless visit the center daily; no staff is onsite during the late hours and some boarders must come to take care of their horses; horses may escape to El Toro Road. Chair Carpenter concurred this would be a capital and inquired as to if Security is aware of these incidents. Ms. Cobarruviaz stated Security is in full support of this installation.

The committee directed staff to present the higher quote for the added safety features to the CAC committee then the Finance committee for a supplemental appropriation in 2022.

Horse Sales and Purchases

Ms. Cobarruviaz stated the sale proceeds from Remy were added to the horse purchase budget and another horse may be purchased tomorrow. Patrick may be sold this week. Murphy (purchased last year) has a neuro weakness and degenerative disease in his ligaments. Staff will find him a good home. Ms. Murphy inquired as to the number of GRF horses in the herd. Ms. Cobarruviaz stated we are half leasing Beau, full leasing Nemo and Tonka and own Rascal, Jerry, Belle, Camelia, Patrick and Murphy. Lease horses are very successful as we pay for their care, but we may exit the lease if the horse does not fit the program.

Ms. Cobarruviaz stated a part-time instructor is to be hired to assist with adding more lessons as the program is full at this time with a wait list of approximately 149. Horsemanship classes will be offered to those on the wait list in the interim. She stated currently there are approximately 40 lesson riders per week. In May, staff will offer a horse experience class to those on the waiting list so they may ride and approximate 40 people per month will be accommodated.

Hosting Clinics

Ms. Cobarruviaz stated a Working Actuation and Dressage clinic is planned for May 7 and 8 hosting a trainer from Portugal. The current statewide horse quarantine is about to be lifted which allows outside agencies to rent the arena. The Equestrian Center may host four clinics this summer.

Ms. Hemberger inquired as to if the Equestrian Center will go to paperless invoicing for charges as is done at golf. Ms. Murphy stated ActiveNet will be used at the Equestrian Center to ensure ease of payment, but will require an additional part-time office staff person.

Trail

Ms. Cobarruviaz stated the trails have been improved with added mulch, tree/bush trimming and repaired broken fencing. Staff is researching the removal of trash at the neighboring apartment perimeter, contacted the concrete division to remove concrete/rebar remnants at the trail entrance and sending a trail map to Marketing and PR to disseminate to residents. Residents may enjoy the trails with the understanding that bikes are not allowed and pets must be on leash at all times. The Landscape Department used tree stumps to create a perimeter fencing near the mulch area and will make benches out of tree stumps under shade trees. Ms. Cobarruviaz thanked the Landscape Department, Concrete Division and Marketing and PR Department.

Director Horton stated private property signs must be posted to ensure proper trail usage by residents only.

Personnel

Ms. Murphy stated recruitment for a part-time office person is underway and an additional part-time stable hand position will be requested for the 2023 budget.

Chair Carpenter inquired as to if a log is kept for those who visit the Equestrian Center and stated if so, this number should be included when requesting new staff. Ms. Cobarruviaz stated staff enters those visitor numbers.

Discussion ensued about a community tour for new employees. Chair Carpenter stated she will speak with Media and Communications regarding the staff tours.

Chair Carpenter directed staff to include Equestrian Center utilization in the CAC report and to break out the Equestrian Center in the Financial Statement for CAC.

Quarantine Procedures

Ms. Cobarruviaz stated the new quarantine procedures listed in the packet. The quarantine procedures document will be included in the boarder packet and some of the information will be added in the operating rules. Ms. Murphy presented the updated operating rules including eviction information and stated these will be posted on the Laguna Woods Village website.

Ms. Hemberger inquired as to a separate quarantine area. Ms. Cobarruviaz stated the materials are available and Maintenance is currently working on the hay barn which is expected to be completed by summer.

Director Horton inquired with Ms. Siobhan Foster, CEO, as to the use of Lot 5 near the Equestrian Center for turnouts. Ms. Cobarruviaz stated this would assist with space issue as there are not currently enough turnouts for the entire herd. She stated the pest control supervisor stated additional funding is used to spray the weeds in Lot 5. Director Horton stated a new large pen could be erected by using existing poles.

FUTURE BUSINESS

Equine Assisted Learning Program Update

Ms. Cobarruviaz stated the two possible ways to move forward with this program: use of Audrey Grider who provides workshop learning regarding emotional needs or use of The Shea Center for Therapeutic Riding in San Juan Capistrano. Insurance for Ms. Grider is ready, but she is not willing to do the billing of attendees or promotion of the program. Staff would need to assist.

Staff was instructed to update at next meeting.

Bulk Shavings Initiative

Ms. Cobarruviaz stated bulk shavings may be implemented in the fall or early next year with the addition of the new part-time stable hand as the current lead stable hand does not have time to handle the intake of bulk shavings which includes moving them to individual stalls. The sides on the hay barn must be completed prior to adding bulk shavings deliveries.

Staff was directed to leave this under Future Business.

CONCLUDING BUSINESS

Member Comments

Director Lee stated she is amazed at all that is being planned and that which was accomplished in the past year.

Director Horton stated more staff is needed. Chair Carpenter stated the progress has been so swift which confirms that additional staff is needed. The new services have created more income which allowed for Ms. Yocham to become full-time and filling her open part-time position.

Director English stated staff has done a fantastic job and this is one of the most interesting committees. Ms. Hemberger stated bravo to staff and the committee as all worked together to improve the Equestrian Center.

Chair Carpenter stated staff is doing a great job and thanked all for attending the meeting.

Next meeting

The date of the next meeting will be May 25, 2022 at 1 p.m.

Adjournment

Chair Carpenter adjourned the meeting at 2:24 p.m.



Bunny Carpenter, Chair



OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
LANDSCAPE COMMITTEE**

Wednesday, March 9, 2022 – 1:30 P.M.

**BOARD ROOM/ VIRTUAL MEETING
Laguna Woods Village Community Center
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair – Juanita Skillman, Lynn Jarrett, Maggie Blackwell (via Zoom); Substitutes: Donna Rane-Szostak and Yvonne Horton

COMMITTEE MEMBERS ABSENT: Ira Lewis, Reza Karimi, Diane Casey

OTHERS PRESENT: Elsie Addington

ADVISORS PRESENT: None

STAFF PRESENT: Kurt Wiemann, Eve Morton, Bob Merget

1. Call to Order

Chair Skillman called the meeting to order at 1:30 p.m.

2. Acknowledgement of Media

No press was present.

3. Approval of the Agenda

Director Rane-Szostak made a motion to approve the agenda. The committee was in unanimous support.

4. Approval of the Meeting Report for December 8, 2021

The Report was approved without objections.

5. Committee Chair Remarks

Chair Skillman made a recommendation that all those interested in the proposed thinning out of Canary Pines attend the United Landscape Meeting on March 10th to get the real story, not just rumors.

6. Department Head Update

6a. Update on Master Control Irrigation System

Mr. Wiemann stated that the MCIS is almost ready to go out to bid. We are taking our time putting this out, we want to make sure we won't miss anything. It's a huge system with little documentation.

We expect to have it out to bid in mid-April. With the documentation ready for the Committee's review at the next meeting in June.

6b. Information on Different Colored Notification Flags on Ground and What They Mean

Mr. Wiemann reviewed a chart indicating the different colored notification flags in the ground and what each indicates.

The flags seen most often in the Village are the yellow ones which are used after herbicide is sprayed. The herbicide dries in a couple of hours, however, staff will keep the yellow flags there for two days.

Blue flags mean an irrigator is working on the system and will be coming back to complete the repairs.

Purple flags indicate reclaimed water.

Director Jarrett requested that Mr. Wiemann bring examples of the flags to the next meeting.

Reports

7. Update on the Creek

Mr. Wiemann is filing the final paperwork to request an amended agreement which would allow the use of a herbicide to create a channel of free flowing water down the length of the creek to create areas for turtles and fish to grow.

Staff works at the creek in April and August and November/December.

The Village is only allowed to cut cattails to a foot above the water line.

A member inquired as to whether the area down by the bridge be wider? Or will there be minimal channel there? Mr. Wiemann reported that they are focusing upstream from the bridge. Additional areas will be selected by the biologist. Native plants cannot be disturbed. There will be water there you can see flowing.

Items for Discussion and Consideration

8. Member Comments (Items Not on the Agenda)

None.

9. Response to Member Comments

None.

10. Bob Merget; Tree Arborist and Support Landscape Manager

Mr. Merget shared a PowerPoint with the committee to illustrate what he looks at when inspecting trees.

Director Jarrett commented that the Village residents would like to see these slides. Perhaps Mr. Merget could narrate over the slides with Village Television to record for YouTube video for residents.

11. Third Board Director Donna Rane-Szostak; Water Conservation

Director Rane-Szostak presented a PowerPoint to the committee regarding water use and conservation.

Concluding Business:

12. Committee Member Comments

Director Jarrett stated that it was an excellent meeting..

Chair Skillman thanked Director Rane-Szostak for sitting in and for her water use presentation

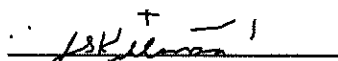
Director Horton stated that she will bring Director Rane-Szostak's idea to install timers on the showers at the swimming pools to a future GRF Community Activities Committee meeting.

Director Blackwell stated that the photo in the presentation of a very low aquifer should be on a cover of any water report.

13. Date of Next Meeting – Wednesday, June 8, 2022 at 1:30 p.m.

Chair Skillman stated that the work which Grounds Maintenance performs will be highlighted at the next meeting.

14. Adjournment at 2:58 p.m.



Juanita Skillman (Mar 22, 2022 15:45 PDT)

Juanita Skillman, Chair

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OPEN MEETING

REPORT OF THE REGULAR OPEN MEETING OF THE GOLDEN RAIN FOUNDATION MAINTENANCE AND CONSTRUCTION COMMITTEE

**Wednesday, February 9, 2022 – 9:30 A.M.
Virtual Meeting**

MEMBERS PRESENT: Egon Garthoffner, Gan Mukhopadhyay, Cash Achrekar, Sue Stephens, Lenny Ross, James Cook, Ralph Engdahl

MEMBERS ABSENT: None

OTHERS PRESENT: Bunny Carpenter, Elsie Addington, Juanita Skillman, Debbie Dotson, John Frankel, Advisors Carl Randazzo, Bill Walsh, Steve Leonard

STAFF PRESENT: Guy West – Projects Division Manager, Manuel Gomez – Maintenance & Construction Director, Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette - Maintenance & Construction Assistant Director, Brian Gruner – Recreation and Special Events Director, Robert Carroll – General Services Director, Chuck Holland – Information and Resident Services Director, Carlos Rojas – Director of Operations, Rodger Richter – Project Manager, Azita Badri – Project Manager, Laurie Chavarria – Sr. Management Analyst, Sandra Spencer – Administrative Assistant

1. Call to Order

Chair Garthoffner called the meeting to order at 9:31 a.m. and stated that he didn't see a quorum of members yet but that additional committee members will log in soon so the meeting will continue.

2. Acknowledgement of Media

Chair Garthoffner noted no members of the media were present.

3. Approval of the Agenda

Chair Garthoffner asked that a discussion on the Community Center Third Floor Renovations be added as Item 11a. The agenda was approved as amended.

4. Approval of Meeting Reports

- a. Approval of Meeting Report for October 13, 2021**
- b. Approval of Meeting Report for December 8, 2021**

The meeting reports for October 13, 2021 and December 8, 2021 were approved as written.

5. Chair's Remarks

Chair Garthoffner reminded the committee that all contracts brought to the committee should be given serious consideration and in-depth review. The contracts involve large sums of money and care needs to be shown in the spending of funds.

6. Member Comments (Items Not on the Agenda)

Mr. Gomez requested that it be noted in the record that a quorum was present.

- A member commented about the desire to have the two archery clubs consulted in regard to the improvements being considered at Clubhouse 1.
- A member inquired as to when access would be allowed to the billiards room in Clubhouse 3.

Chair Garthoffner addressed the concern about the archery range and stated that there are no plans to make any changes at this time.

Mr. West verified that the billiards room in Clubhouse 3 is in the process of being beautified and would be completed and open for use in May of 2022.

7. Department Head Update

Mr. West commented that the pickleball court lighting project is scheduled to be complete by February 11, 2022.

Consent:

All matters listed under the Consent Calendar are considered routine and will be enacted by the Committee by one motion. In the event that an item is removed from the Consent Calendar by members of the Committee, such item(s) shall be the subject of further discussion and action by the Committee.

8. Project Log

Items for Discussion and Consideration:

9. SCE Charge Ready Application Status

Mr. Mejia presented an SCE Electrical Charging Application Status Update via PowerPoint and answered questions from the committee. Discussion ensued regarding the number of charging ports, the proposed locations and the costs associated with the installations. Committee members made suggestions about considering other locations, reducing the number of ports, and comments were offered regarding ADA Compliance, convenience of locations, funding source for the project, and potential income generation.

Staff was directed to have SCE continue with the review process with the same number of ports originally applied for and work with SCE to conduct site evaluations and develop conceptual designs. SCE would provide those services at no charge to GRF.

10. Moving of Bus Benches to Improve Pedestrian Movement

Mr. Carroll presented a report proposing that in-house staff move twenty bus benches in 2022 and twenty in 2023 at a cost of \$46,200 per year. Discussion ensued regarding the price of each bench and the cost of installation, potential relocation of benches to reduce cost, the need to bring the United Board into the decision, original funding and maintenance responsibility belonging to GRF. For comparison, a bid was obtained from an outside contractor in the amount of \$119,372. Chair Garthoffner suggested that since this is a safety issue, work should be done as quickly as reasonably possible.

Staff was directed to bring an additional quote from another outside contractor to a future committee meeting. The quote should include the cost of installation and a less expensive style of bench, similar to the existing benches in the community. Chair Garthoffner will call a special meeting to expedite the resolution of this matter, if necessary.

11. Resident Services Space Plan – PowerPoint Presentation

Mr. West presented a Call Center Space Planning presentation via PowerPoint. Discussion ensued regarding the proposed floor plan, furniture options, sound mitigation options, and costs to safely and comfortably accommodate 17 employees within the space. Mr. Holland elaborated on the design, answered questions from the committee and endorsed the proposed space plan. Mr. West provided a line-item estimate but stated that bids from contractors after an RFP could be much lower.

Staff was directed to bring a detailed cost estimate for the resident services call center space planning project to a future committee meeting.

11a. Third Floor Community Center Renovations

Chair Garthoffner reminded the committee that in 2018, a plan was approved to renovate the third floor of the community center and \$750,000 was allocated for that project. The gym was subsequently moved to the first floor and now there is a new proposal to renovate the vacant space on the third floor. Chair Garthoffner asked for clarification on how much of the original allocation was spent.

Mr. Gomez presented a Community Center 3rd Floor Renovation presentation via PowerPoint and explained that the renovation is needed to improve efficiencies and facilitate adjacencies for staff in various divisions/departments. He reminded the committee that a contract award for the renovations will be discussed in closed session today.

Chair Garthoffner asked for a comprehensive space planning review of all the locations under consideration, including the table tennis area, to determine how to efficiently use the community center.

Staff was directed to arrange a meeting as soon as possible between staff, this committee, and the Recreation, Landscape, and M&C departments, to address space utilization issues before moving forward with any plan.

12. Building E Feasibility

Mr. West presented a report on the background and description of the current conditions at Building E, including staffing accommodations via PowerPoint. Mr. West reiterated that estimated costs have not

been determined but that space for current and future additional staff would need to be included in the scope of work. Utility locations and the available footprint space would be considered when deciding where the new building would be located.

Staff was directed to wait until after the comprehensive space planning meeting before giving Rengel+co. any further direction on the project.

13. Golf Driving Range Turf

Mr. West updated the committee on the history of the driving range conditions and the challenges that the golf maintenance staff face on a daily and seasonal basis regarding golf ball collection, drainage issues, and fencing. He reminded the committee that a contract for turf renovation will be discussed in closed session today.

Concluding Business:

14. Committee Member Comments

- Discuss Broadband HVAC replacement at the next meeting
- Add MelRok Energy Measurement Efficiency System to next agenda
- All generators should be evaluated to ensure proper maintenance
- All advisors are permitted to attend the closed session if they have signed the Non-Disclosure Agreement
- A workshop meeting will be scheduled for March 9 at 9:30 a.m.

15. Date of Next Meeting: April 13, 2022

16. Recess

The meeting was recessed at 1:40 p.m.



Egon Garthoffner, Chair

Guy West, Staff Officer
Telephone: (949) 268-2380
Egon Garthoffner, Chair



**REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION
MEDIA AND COMMUNICATIONS COMMITTEE**

**Monday, May 16, 2022 – 1:30 p.m.
Board Room / Virtual Hybrid Meeting**

Members Present: Chair Joan Milliman; Directors Neda Ardani, Maggie Blackwell, James Cook, Annie McCary, Ryna Rothberg, Juanita Skillman; Advisors Theresa Frost, Tom Nash, Carmen Pacella, Lucy Parker

Members Absent: None

Others Present: Elsie Addington, Bunny Carpenter, Egon Garthoffner, Norman Kahn, Richard Rader, Doug Rook

Staff Present: Eileen Paulin, Paul Ortiz, Ellyce Rothrock, Susan Logan-McCracken

1. Call to Order

Meeting was called to order at 1:30 p.m. and a quorum was established by Chair Milliman.

2. Acknowledgement of Media

None present.

3. Approval of Agenda

Approved by unanimous consent.

4. Approval of Report for April 18, 2022

Approved by unanimous consent.

5. Chair's Remarks

Chair Milliman gave the floor to Ms. Paulin to discuss the staff response to the Geneva Presbyterian Church shooting incident that occurred on Sunday.

Ms. Paulin discussed the staff's response to the event and expressed condolences to everyone touched by it. She highlighted the importance of everyone in the Village signing up for the CodeRED emergency notification system, as this is the means by which urgent messages are deployed in an emergency, as they were twice on Sunday. She also mentioned Social Services will continue to be available for any counseling needs related to this incident. A discussion ensued.

6. Member Comments

Ms. Rothrock read one written comment about the loud volume of television commercials. Mr. Ortiz said a technician would come to his residence to investigate the cause and fix the issue. For residents with similar issues, Broadband Services technicians can remedy.

Items for Discussion

7. Media and Communications Report – Eileen Paulin

Ms. Paulin stated the Village survey, mailings and signage were all cut from next year's Media and Communications budget. She highlighted from the Media and Communications activities report:

- Traffic on info@lagunawoodsvillage.com email
- The latest Village Breeze
- Strong open rates on email blasts
- Recreation events, including Wellness Expo, Renaissance Faire and more
- Social Services programs
- New Equestrian Center horses Sebbby and Gus
- New resident orientations and docent tours

She commended the TV studio for quickly changing its programming this morning in light of yesterday's incident.

New docent training starts tomorrow. Director Rothberg asked if docent tour participants include residents from the Towers. Ms. Rothrock answered surveys are offered afterward, but that information is not available before the tour.

Director McCary thanked staff for the TV6 slides when presenting board updates.

Director Cook asked what our limitations are with regard to transitioning from cable programming to streaming and about fiber optics to the street. Mr. Ortiz answered that residents currently have fiber to the curb, but the hope is to further that to the home. The oldest components in the current cable system go back to the 1999 rebuild.

Director Blackwell discussed ads other than MemorialCare in the Village Breeze. Ms. Paulin stated the magazine won't accept ads from a competitor, but other categories are accepted, and a discussion ensued.

8. The Broadband Group Report – Eileen Paulin

Ms. Paulin stated that since Broadband Services, Village Television, Media 55 and Internet moved under Media and Communications, Mr. Ortiz has cut costs significantly since his promotion to Broadband Services General Manager in May 2021. That includes significant savings in closed captioning of around \$30,000 a year, reduced franchise tax fees, the acquisition of a studio news desk for substantially less than was budgeted and cutting adult programming that had few subscribers. She stated cable and internet industries are going through significant changes, programming fees are increasing and major advertising is moving away from television toward internet streaming.

She stated the CEO will join the call with The Broadband Group next week. The ad hoc committee will meet in June.

9. Website Ad Hoc Committee – Ellyce Rothrock

Ms. Rothrock stated she received the approved roster at the last GRF board meeting. She read the names of the committee, restated the mission and discussed critical areas of the website that require attention, including site navigation, search function for site content and governing documents, document management, single sign-on, resident portal, interface with Granicus and TeamUp applications, contact forms and club websites.

10. Broadband Services Report – Paul Ortiz

Mr. Ortiz reported on the first quarter financials for the Broadband Services Division, which oversees the community's fiber-optic cable network, Village Television, Media Services 55, cable advertising and high-speed internet services. Highlights from his report include:

- The cable television network finished the first quarter better than budget because operating costs were lowered more than expected.
- Broadband Services accounts for 42% of GRF's non-assessment revenue.
- Programming costs per manor per month are forecasted to increase each year.
- Premium movie channel subscriptions are decreasing while high-speed internet services are increasing as more people move to streaming.
- Monday, Friday and Saturday movies remain popular; Village Television aired "Cyrano" May 2 after receiving requests.
- April saw the highest jump in Village Television subscriber counts from 2,337 in March to 3,180 in April.
- Village Television's YouTube channel received 67,500 views for "Beyond the Red Carpet With Francine Brokaw" and 35,000 views for an interview with Lady Colin Campbell.
- Internet prices have not increased since 2014.
- Non-assessment revenue for first quarter equaled \$468,295.

Mr. Ortiz announced that Village Television will feature its own foreign film festival in June, an idea requested by Director Kahn.

Director McCary asked about the franchise tax fees ending first quarter at "0% percent better" as reported in the cable television network operation report. Mr. Ortiz stated the franchise tax fees are right on budget. A discussion ensued.

Director Addington asked about the \$64.99 fee for YouTube and Mr. Ortiz answered that it's a per-month fee. A discussion ensued about the Lady Colin Campbell interview on Village Television.

Director Skillman thanked Director Kahn for the foreign film festival idea and stated she has received positive feedback from Village residents on this upcoming programming.

Items for Future Agendas

Chair Milliman stated the items listed would likely be on next month's agenda.

Concluding Business

Committee Member Comments

Advisor Nash commended the meeting and stated he was encouraged to see the direction we're going.

Advisor Frost apologized for being late; a work meeting ran late. She asked how to get Village Television once we switch to streaming. Mr. Ortiz discussed possibilities, adding that it would be a slow transition.

Director Ardani commended the meeting.

Advisor Parker stated she was impressed with the staff response to yesterday's emergency.

Advisor Pacella commended the Media and Communications staff for the amount and quality of work they accomplished, especially jumping into action with the incident over the weekend.

Director Rothberg stated the meeting was very informative.

Director Blackwell stated she was happy to be here and to learn so much.

Director Skillman thanked the staff for their work, which is demonstrated in the pages of today's meeting agenda packet.

Director McCary echoed Advisor Parker's and Advisor Pacella's comments about the great job this team does.

Ms. Paulin discussed objectives for the Broadband and website ad hoc committees over the next few months.

Ms. Rothrock stated it was great to see everyone and encouraged all to stay safe.

Mr. Ortiz stated the member who commented about loud television commercials will have a technician at his home on Thursday.

Ms. McCracken thanked everyone for participating in the meeting.

Chair Milliman thanked the staff for the work they do, adding that feeling informed makes us feel safe; people tend to panic when they don't know what's going on.

Date of Next Meeting – Monday, June 20, 2022, at 1:30 p.m.

Adjournment

Chair Milliman adjourned the meeting at 2:55 p.m.

p.p. Joan Milliman / SLM
Joan Milliman, Chair
Media and Communications Committee



REPORT OF THE REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
SECURITY AND COMMUNITY ACCESS COMMITTEE

The Regular Meeting of the Security and Community Access Committee was held on Monday, April 25, 2022 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Don Tibbetts, Eric Nuñez, Craig Wayne, Annie McCary, Maggie Blackwell, Reza Karimi, Cash Achrekar, Margaret Bennett

OTHERS PRESENT: Grace Stencel, Mike Epstein, Vision Club, Elsie Addington, Bunny Carpenter, Debbie Dotson

STAFF PRESENT: Tom Siviglia, Jayanna Abolmoloki

CALL TO ORDER

Don Tibbetts, Chair, called the meeting to order at 1:30 PM.

ACKNOWLEDGEMENT OF PRESS

Media was not present.

APPROVAL OF AGENDA

By way of consensus, the Committee approved the agenda as presented.

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the February 28, 2022 meeting report.

CHAIRMAN'S REMARKS

Chair Tibbetts acknowledged the new faces at the meeting, and he stated that the newest face was Chief Nuñez, who took over from Carlos Rojas. Chair Tibbetts explained that Mr. Rojas is now the Director of Operations for VMS.

MEMBER COMMENTS ON NON-AGENDA ITEMS

A resident asked the committee if there is a Drone policy in place, and where she can find it.

RESPONSE TO MEMBER COMMENTS ON NON-AGENDA ITEMS

Chair Tibbetts answered her question, and Jayanna Abolmoloki offered to send the policies to the resident via email.

Eileen Paulin, Director of Media and Communications, entered the meeting and discussed the Drone policy as well.

Members made comments and asked questions.

REPORTS

Disaster Preparedness Task Force Report

Chief Nuñez discussed the meeting report attached to the agenda packet. Chief Nuñez mentioned that the Disaster Preparedness Task Force has items and information on display at the Village Library during the month of April, and he encouraged the committee to view the display.

RV Update

Chief Nuñez discussed the provided RV Lot parking statistics. Nuñez explained that the waiting list is based off of space size. Members made comments and asked questions.

Security Statistics

Chief Nuñez explained the statistics provided within the agenda packet. Members made comments and asked questions.

ITEMS FOR DISCUSSION AND CONSIDERATION

Solar Powered Stop Signs Staff Report

Tom Siviglia paraphrased the staff report. Members made comments and asked questions. A motion was made for the staff report to be escalated to the GRF Board. By unanimous consent, the motion was approved.

“No Bicycle” Signs at Aliso Creek Park Committee Consideration

Chief Nuñez explained the request made by a resident to have signs installed at Aliso Creek Park. A motion was made for the creation of a staff report, which would be presented back to the committee. By unanimous consent, the motion was approved.

ITEMS FOR FUTURE AGENDAS

“No Bicycle” Signs at Aliso Creek Park Staff Report

CONCLUDING BUSINESS

DATE OF THE NEXT MEETING

The next meeting is scheduled for Monday, June 27, at 1:30 p.m. in a hybrid meeting on Zoom, and in the Board Room in the Laguna Woods Village Community Center.

ADJOURNMENT

There being no further business to come before the Committee, Chair Tibbetts adjourned the meeting at 2:38 p.m.

Submitted by:

Don Tibbetts

Don Tibbetts (Apr 27, 2022 16:31 PDT)

Don Tibbetts, Chair

Apr 27, 2022

Date

**REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN
FOUNDATION DISASTER PREPAREDNESS TASK FORCE**

Tuesday, March 29 2022 9:30 AM

VIRTUAL MEETING

MEMBERS PRESENT: Acting Chair: Tom Siviglia, Juanita Skillman, Sandy Benson, Donna Rane-Szostak, John Frankel, Jim Riedel, Bruce Bonbright, Diane Casey, Grace Stencel, James Cook, Sue Stephens

OTHERS PRESENT: Doug Gibson

STAFF PRESENT: Jayanna "JJ" Abolmoloki

THE MEETING WAS CALLED TO ORDER: 9:31 AM

ACKNOWLEDGEMENT OF THE PRESS: None present.

APPROVAL OF THE AGENDA: By consensus, the agenda was approved.

APPROVAL OF MEETING REPORT: By consensus, the meeting report was approved.

CHAIRS REMARKS: Chair Tom Siviglia shared that he is standing-in as the Chair for this meeting while VMS is still in the process of hiring a new Security Director. Tom also shared that the Tower's Repeater was supposed to be installed yesterday. However, it was delayed due to the rain.

MEMBER COMMENTS: A Member of the Gate 11 club, reported that their next meeting will be held on April 12th, 2022 from 9:00 AM to Noon. He gave the committee an open invitation to attend. The Member also stated that they are continuing to recruit Good Neighbor Captains as well.

REPORTS

RADIO & COMMUNICATIONS: Bruce Bonbright reported that the radio drill went very well, and that 15 out of 16 participants responded. The one member who did not respond will have her radio examined by Tom Siviglia to ensure it is working properly.

OFFICE MANAGER/ADVISOR: Grace Stencel stated that she is reporting on behalf of Tom Soule for this meeting. Grace reported that the deposits for March

came out to a total of \$300.00. Grace also shared that the sales for March to-date come out to a total of \$351.00. She reported that the most popular items in March were personal survival kits, water heater hoses, and car kits. Grace shared that the Office currently has 5 active volunteers, but they are hoping to have a few more along with some substitutes. Grace shared that the current advertising is working, and that there were 44 walk-ins in March.

Grace shared that she and a neighbor, who is a registered nurse, are visiting each Clubhouse cabinet to ensure uniformity in supplies and set-up, and they are creating a list of what needs to be ordered for each cabinet. Grace encouraged the committee members to view the Disaster Prep display in the Village Library during the month of April. Grace concluded by reminding the committee that Building Damage forms are no longer used by Good Neighbor Captains.

RECRUITMENT / RETENTION / TRAINING: Juanita Skillman shared that she and Sandy Benson will be at the Village Bazaar again on April 2nd, 2022.

GRF BOARD: Gan Mukhopadhyay introduced himself as a new member of the committee, and shared that he did not have anything to report.

UNITED BOARD: No report.

THIRD BOARD: Donna Rane-Szostak stated that she would like to share the Involvement Opportunities Document with the Third Board. James Cook introduced himself as a new member of the committee and shared his professional background.

TOWERS: Sue Stephens reported that the Towers has a total of 56 Floor Captains, and that she will send the roster to Juanita Skillman and JJ Abolmoloki.

PET EVACUATION SUBMIT COMMITTEE: Sandy Benson reported that she will be at the Village Bazaar with Juanita Skillman on April 2nd, 2022 at Clubhouse 5. Sandy also shared that she has 100 File of Life packages to hand-out, 250 "Pet Inside" stickers, and 250 brochures regarding pet preparedness to hand-out at the Bazaar. Sandy thanked JJ Abolmoloki for taking-on the responsibility of maintaining the list of confidential resident information regarding the Pet Evacuation Sub Committee.

DISCUSSIONS AND CONSIDERATIONS

FIRE AVERT PROGRAM UPDATE: Tom Siviglia reported that he has 3 more devices to install. However, they have experienced an issue with the

plugs due to some manors having uncommon insertion types. Tom shared that one current participant experienced the device in action when they accidentally burnt bacon on the stove. The participant stated that the device performed exactly as it should have. Members made comments and asked questions.

INVOLVEMENT OPPORTUNITIES DOCUMENT: Tom Siviglia explained the attached document, which lists 5 different ways residents may participate in the Disaster Preparedness Task Force. Tom shared that this was requested at the last meeting. He thanked JJ Abolmoloki for creating the document.

MEMBER COMMENTS:

Juanita Skillman stated that she believes the Disaster Tas Force needs more publicity. Juanita stated she will bring figures for purchasing branded tablecloths and/or banners to the next meeting.

Diane Casey stated that the Red Cross is typically assigned to specific areas, and that she would check to see if Laguna Woods has anyone assigned to them.

Gan Mukhopadhyay volunteered to assist in assessing building structures.

Tom Siviglia thanked everyone for their participation, and stated that the time spent is very valuable even if most residents don't realize it.

NEXT MEETING: May 31, 2022 at 9:30 AM

ADJOURNMENT: 10:01 AM

Submitted By:

Tom Siviglia

Mar 31, 2022

Tom Siviglia, Acting Committee Chair

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