



OPEN SESSION

**Minutes of the Regular Meeting of the Golden Rain Foundation
Tuesday, July 7, 2020, 9:30 a.m.
24351 El Toro Road, Laguna Woods, California
On-Line Virtual Meeting**

Directors Present: Bunny Carpenter, Judith Troutman, Egon Garthoffner, Yvonne Horton, Don Tibbetts, and Bert Moldow

Directors Absent: Jim Matson

Staff Present: Jeff Parker-CEO, Siobhan Foster-COO, Kurt Wiemann, Chris Langenour, Brian Gruner, Grant Schultz, Cheryl Silva and Becky Jackson

Others Present: Ryna Rothberg (Mutual 50), Juanita Skillman (United), Carl Randazzo (United), Stefanie Brown (VMS), John Frankel (Third), Andre Torng (United), Ralph Engdahl (Third), Elsie Addington (United), Reza Bastani (United)

1. Call to Meeting to Order / Establish Quorum

Vice President Garthoffner called the meeting to order at 9:45 a.m.

2. Pledge of Allegiance

Director Horton led the meeting in the Pledge of Allegiance to the Flag.

3. Acknowledgment of Media

Acknowledgment of the media and the Village Television camera crew, remotely by way of cameras.

4. Approval of Agenda

Director Troutman requested to remove (11c) Joint Resolution from the Consent Calendar and place this item under Unfinished Business (12c) for discussion.

Director Moldow made a motion to approve the agenda as amended. The motion was seconded by Director Troutman and the motion passed without objection.

5. Approval of Minutes

5a. June 2, 2020--Regular Open Meeting BM/JT

5b. June 17, 2020 -- Special Open Meeting

Director Moldow made the motion to approve the minutes of June 2, 2020, Regular Open Session. The motion was seconded by Director Troutman and passed without objection.

Director Troutman made a motion to approve the minutes of June 17, 2020, Special Open Meeting. The motion was seconded by Director Moldow and passed without objection.

6. Report of the Chair

President Carpenter announced the resignations of Beth Perak, Joe Fitzekam, Annette Sabol Soule and Pat English. On June 17, 2020 new board officers were elected as follows: Bunny Carpenter, President; Egon Garthoffner, First Vice President; Bert Moldow, Second Vice President; and Judith Troutman, Secretary. She commented about the emergency resolution for COVID-19 temporary face coverings.

7. VMS Board Update – Director Brown gave an update from the VMS Board and announced that Dorothy Pacella recently resigned from the VMS Board. VMS staff has been working hard to make work adjustments because of the COVID-19. At the last VMS regular meeting, Chuck Holland gave an update on how Resident Services work area will be reconfigured to keep residents and employees safe. She announced that a new manager was hired for Manor Alterations Department. The all boards GRF Trust Presentation training will continue on July 9, 2020 at 1:00 p.m.

8. CEO Report

Jeff Parker-CEO and Siobhan Foster-COO gave a report on the following items:

- Beginning on Friday, the Tennis Center will be open from 4:00 p.m. to 8:00 p.m. for tennis games. Residents can begin making reservations for these times on Thursday;
- GRF Capital Review meeting will be held tomorrow at 9:30 a.m. to review the capital projects in the GRF budget;
- Due to the increase in COVID-19 cases the Boards approved a Joint Resolution Regarding COVID-19 Face Covering Rules;
- Update that the numbers of individuals with COVID-19 in the Community has increased from 9 to 21 cases in the past two weeks. Staff continues to monitor the situation and is working with the State of California and the Orange County Health Care Agency. Residents can check the Orange County Health Care Agency for updated information on COVID-19.

Siobhan Foster-COO introduced Lora Young from the Orange County Mosquito and Vector Control District.

8a. Orange County Mosquito and Vector Control District Presentation – Lora Yong, Director of Communications, gave a presentation on the control of mosquitos, rats, fire ants and flies in the community.

Lora Young answered questions from the Board.

9. Open Forum (Three Minutes per Speaker)

Members comments were read by Becky Jackson on the following topics:

- A Member asked why four board members resigned;
- A Member asked that leaf blowers be banned in the community;
- A Member asked for permission to form a group of residents who want to contribute their talents to the community;
- A Member spoke in favor of the actions of the Corporate Members on the PAC Maintenance Improvement Project;
- A Member asked about how the PAC Maintenance Improvement Project will be managed. Because of COVID-19, will money be refunded to the members because of the savings from solar and the shutdown of our amenities;
- A Member thanked the Board for their recent actions on the PAC Maintenance Improvement Project;
- A Member commented about the music concerts at Aliso Creek.

10. Responses to Open Forum Speakers

Several Directors responded to and provided input regarding member comments.

- Director Troutman responded that we could save money using the talents of our residents. The next PAC Committee meeting will be held on July 13th at 2:00 pm; Many questions from the Open Forum will be answered at this next meeting.
- Director Garthoffner commented that the Board should look into another device to replace the leaf blowers.

11. Consent Calendar

Recommendation from the Finance Committee:

11a. 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 May 2020 and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.

11b. Approve the Resolution to Update the GRF Committee Appointments

RESOLUTION 90-20-32 **GRF COMMITTEE APPOINTMENTS**

RESOLVED June 2, 2020, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Business Planning Committee

~~Pat English, (GRF)~~

Bunny Carpenter, Chair (GRF)
Yvonne Horton (GRF)
Jon Pearlstone, (Third)
Steve Parsons (Third)
Lynn Jarrett, Alternate (Third)
Sue Margolis (United)
Manuel Armendariz (United)
Brian Gilmore, Alternate (United)
Al Amado, (Mutual 50)

Community Activities Committee

~~Joe Fitzekam, (GRF)~~

Bunny Carpenter, Chair (GRF)
Yvonne Horton (GRF)
Cush Bhada, (Third)
Annie McCary (Third)
Jon Pearlstone, Alternate (Third)
Doug Gibson, Alternate (Third)
Andre Torng, (United)
Juanita Skillman (United)
Elsie Addington, Alternate (United)
Ryna Rothberg, (Mutual 50)
Advisor: Janey Dorrell, Ed Tao and Roland Boudreau

Equestrian Center Ad Hoc Committee (New)

Bunny Carpenter, Chair (GRF)
Yvonne Horton (GRF)
Jim Matson (GRF)
Cush Bhada (Third)
Annie McCary (Third)
Andre Torng (United)
Vacancy (United)
Advisors: Gary Empfield, Stefanie Brown, Bunny Lipinski, Susan Hemberger

Finance Committee

~~Pat English, Chair (GRF)~~

Judith Troutman (GRF)
~~Annette Sabol Soule (GRF)~~
Jon Pearlstone, (Third)
Steve Parsons (Third)
Robert Mutchnick, Alternate (Third)
Sue Margolis (United)
Brian Gilmore (United)
Manuel Armendariz, Alternate (United)

Al Amado, (Mutual 50)

Purchasing Ad Hoc Committee (new)

Bunny Carpenter, Chair (GRF)
Judith Troutman (GRF)
~~Annette Sabol Soule (GRF)~~
Carl Randazzo (United)
Cash Achrekar (United)
Brian Gilmore, Alternate (United)
Jon Pearlstone (Third)
Steve Parsons (Third)
Cush Bhada, Alternate (Third)

Landscape Committee

Bert Moldow, Chair (GRF)
Jim Matson, (GRF)
Yvonne Horton (GRF)
Lynn Jarrett, (Third)
Reza Karimi, (Third)
Ralph Engdahl, Alternate (Third)
Manuel Armendariz, (United)
Andre Torng (United)
Neda Ardani, Alternate (United)
Vacant (Mutual 50)
Advisors: None

Maintenance & Construction Committee

Egon Garthoffner, Chair (GRF)
Jim Matson (GRF)
~~Joe Fitzekam (GRF)~~
Jon Pearlstone, Alternate (Third)
Cush Bhada (Third)
John Frankel (Third)
Doug Gibson, Alternate (Third)
Carl Randazzo, (United)
Reza Bastani (United)
Brian Gilmore, Alternate (United)
Inesa Nord-Leth (Mutual 50)
Advisors: Richard Palmer

Clubhouse 1 Renovation Ad Hoc Committee

~~Joe Fitzekam, (GRF)~~
Egon Garthoffner, Chair (GRF)
~~Pat English (GRF)~~
Jon Pearlstone (Third)
Robert Mutchnick (Third)
Brian Gilmore (United)

Sue Margolis (United)
Carl Randazzo, Alternate (United)
PAC Renovation Ad Hoc Committee
Judith Troutman, Chair (GRF)
~~Joe Fitzekam (GRF)~~
Bunny Carpenter (GRF)
Jon Pearlstone, (Third)
Cush Bhada, (Third)
John Frankel, Alternate (Third)
Carl Randazzo, (United)
Juanita Skillman (United)
Sue Margolis, Alternate (United)
Board Members by Rotation (Mutual 50)
Advisor: Sharon Molinari

Media and Communications

~~Annette Sabol Soule, Chair (GRF)~~
~~Pat English (GRF)~~
~~Beth Perak (GRF)~~
Annie McCary (Third)
Lynn Jarrett (Third)
Craig Wayne, Alternate (Third)
Doug Gibson, Alternate (Third)
Juanita Skillman, (United)
Elsie Addington, (United)
Neda Ardani, Alternate (United)
Ryna Rothberg, (Mutual 50)
Advisors: Carmen Pacella, Frank Tybor, Tom Nash

Mobility & Vehicles Committee

Judith Troutman, Chair (GRF)
Don Tibbetts, Co-Chair (GRF)
Egon Garthoffner (GRF)
Craig Wayne (Third)
John Frankel, (Third)
Cush Bhada, Alternate (Third)
Elsie Addington, (United)
Reza Bastani (United)
Neda Ardani, Alternate (United)
John Dalis, (Mutual 50)
Advisor: Vashi Williams

Security and Community Access

Don Tibbetts, Chair (GRF)
Bert Moldow (GRF)
Jim Matson (GRF)
Reza Karimi, Alternate (Third)

Robert Mutchnick (Third)
Ralph Engdahl (Third)
Neda Ardani (United)
Cash Achrekar (United)
Brian Gilmore, Alternate (United)
John Dalis (Mutual 50)

Disaster Preparedness Task Force

Judith Troutman, Chair (GRF)
~~Annette Sabol Soule, (GRF)~~
Bert Moldow, (GRF)
John Frankel, (Third)
Annie McCary, (Third)
Ralph Engdahl (Third)
Doug Gibson, Alternate (Third)
Cash Achrekar, (United)
Andre Torng, (United)
Reza Bastani, Alternate (United)
Board Members by Rotation (Mutual 50)
Advisors: Tom Soule, Bruce Bonbright

Strategic Planning Committee

Annette Sabol Soule, Chair (GRF)
Joe Fitzekam (GRF)
Yvonne Horton (GRF)
Vacant (Third)
Vacant (Third)
~~Andre Torng (United)~~
~~Sue Margolis (United)~~
~~Brian Gilmore, Alternate (United)~~

OTHER COMMITTEES:

Laguna Woods Village Traffic Hearings

(Chair will alternate between Boards)
Egon Garthoffner (GRF)
Judith Troutman (GRF)
Robert Mutchnick (Third)
John Frankel (Third)
Ralph Engdahl, Alternate (Third)
Elsie Addington (United)
Neda Ardani, Alternate (United)
Board Members by Rotation (Mutual 50)

Select Audit Task Force

~~Pat English (GRF)~~
Diane Phelps

Elizabeth Roper (United)
Peggy Moore (Third)

RESOLVED FURTHER, that Resolution 90-20-25 adopted June 2, 2020, is hereby superseded and cancelled; and

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

This item was moved to Unfinished Business (11c)

11c. Joint Resolution Regarding COVID-19 Temporary Face Coverings

Director Troutman made a motion to approve the Consent Calendar as amended. The motion was seconded by Director Garthoffner and the motion passed without objection.

12. Unfinished Business

12a. Entertain a Motion to Reintroduce the Resolution Establishing the Revised GRF Rules for Board Meetings

Director Troutman, Secretary of the Board, read the following resolution:

RESOLUTION 90-20-xx
GOLDEN RAIN FOUNDATION RULES FOR BOARD MEETINGS

WHEREAS, the Open Meeting Act, Civil Code §§4900-4950, provides an ongoing right for each member of Laguna Woods to participate in the governance of the community; and

WHEREAS, the Golden Rain Foundation Board of Directors recognizes the need to facilitate effective, efficient and orderly board meetings for the benefit of the community while protecting members' rights to observe and participate in the governance process; and

NOW THEREFORE BE IT RESOLVED, August 4, 2020, the Board of Directors of this Corporation hereby approves the Golden Rain Foundation Rules for Board Meetings, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that Resolution 90-11-135 adopted November 22, 2011 is hereby suspended in its entirety and cancelled;

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.

February Initial Notification—Revised March 2020—April Referred Back to Committee—
May postponed to next meeting—June 2020 Revised—July Reintroduced. Must postpone

28-days for member review and comment to comply with Civil Code §4360.

Director Troutman made a motion to approve the revised resolution establishing the revised GRF Rules for Board Meeting for 28-day review. The motion was seconded by Director Garthoffner.

Director Moldow read recommended changes to the GRF Rules for Board Meetings. Kelly Richardson, Esq. asked Director Moldow to forward the changes to him for review.

Director Troutman amended her motion to include the recommended changes to the GRF Rules for Board Meetings contingent on the review by Legal Counsel.

President Carpenter called for the vote to reintroduce the revised GRF Rules for Board Meetings for 28-day review contingent on review by Legal Counsel and the motion passed by unanimous consent.

12b. Entertain a Motion to Adopt a Resolution for a GRF Transportation ADA Policy

Director Troutman, Secretary of the Board, read the following resolution:

RESOLUTION 90-20-33
AMERICANS WITH DISABILITIES ACT TRANSPORTATION POLICY

WHEREAS, the Golden Rain Foundation currently owns and operates 16 buses for the Transportation Services program; and

WHEREAS, the Golden Rain Foundation currently has three buses that were recently purchased using the Federal Transportation Administration 5310 program; and

WHEREAS, the Federal grant mandates each entity maintain a written policy adhering to Americans with Disabilities Act;

WHEREAS, the Mobility & Vehicle Committee recommended revisions to the ADA Policy on March 3, 2020;

NOW THEREFORE BE IT RESOLVED, July 7, 2020 that the Board of Directors of this Corporation hereby adopts the revisions to Americans with Disabilities Act Transportation Policy; and

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

JUNE Initial Notification
28-day notification for member review and comment to comply with Civil Code §4360

has been satisfied.

Director Troutman made a motion to adopt a resolution for a GRF Transportation ADA Policy. The motion was seconded by Director Garthoffner.

Discussion ensued among the directors.

President Carpenter called for the vote to adopt the policy and the motion passed without objection.

This item was moved to Unfinished Business

12c. Joint Resolution Regarding COVID-19 Temporary Face Coverings

RESOLUTION 90-20-xx
GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
BOARD RESOLUTION REGARDING THE ADOPTION OF
TEMPORARY COVID-19 RULES ON AN EMERGENCY BASIS IN LIGHT OF COVID-19

RECITALS

WHEREAS, the Board of Directors (“Board”) of the Golden Rain Foundation of Laguna Woods (“GRF”) held a duly called emergency meeting on June 26, 2020 at which a quorum of the Board was present.

WHEREAS, the meeting of the Board was held on an emergency basis pursuant to California Civil Code Section 4923, as unforeseen circumstances require immediate attention and action by the Board where notice for such meeting was impractical.

WHEREAS, a majority of the members of the Board determined that in accordance with California Civil Code Section 4360(d), immediate rule changes are required to address the temporary, restricted use of GRF’s Community Areas and Community Facilities in light of the ongoing threat of public health to the GRF’s members in light of the current and ongoing “Covid-19” disease outbreak and global health pandemic (the “Disease”).

WHEREAS, in light of ongoing health concerns relating to the transmission of the Disease and the ease with which it spreads, the State of California has mandated that all persons be required to wear a cloth face covering while not within their homes.

WHEREAS, the Temporary COVID-19 Rules shall be adopted on an emergency basis, without notice or a member review and comment period, in accordance with California Civil Code Section 4360(d) and shall be effective for one hundred twenty (120) days, unless the Board modifies or rescinds the Temporary COVID-19 Rules on an earlier date pursuant to formal Board action. It is understood that the conditions and general health advice pertaining to the Disease may change from time to time and at any time; as such, the Board

acknowledges that future changes to the Temporary COVID-19 Rules may be required and shall be reasonably made, as applicable, within the Board's discretion.

WHEREAS, the Temporary COVID-19 Rules shall be hereby adopted pursuant to this Resolution and shall be deemed an effective governing document and effective operating rules for GRF.

RESOLUTION

IT IS HEREBY RESOLVED that the foregoing recitals are incorporated into and made a part of this Resolution.

IT IS HEREBY FURTHER RESOLVED that the Temporary COVID-19 Rules are hereby adopted on an emergency basis in accordance with California Civil Code Section 4360(d). A copy of the Temporary COVID-19 Rules is enclosed with this Resolution and incorporated into and made a part of this Resolution in their entirety.

IT IS HEREBY FURTHER RESOLVED that, a copy of this Resolution and the Temporary COVID-19 Rules shall be distributed and/or posted in a manner deemed suitable by the Board to adequately notify GRF's membership.

President Carpenter announced that the GRF Board did not approve the Joint Resolution for COVID-19 Temporary Face Covering Rules.

Discussion ensued among the directors.

Jeff Parker-CEO answered questions from the Board.

Director Troutman made a motion to "call for orders of the day."

13. New Business

- 13a.** Entertain a Motion to Adopt a Resolution to Reschedule the November 3, 2020 GRF Regular Board Meeting to November 4, 2020

Director Troutman, Secretary of the Board, read the following resolution:

RESOLUTION 90-20-34

RESCHEDULE TUESDAY, NOVEMBER 3, 2020, REGULAR MEETING TO WEDNESDAY, NOVEMBER 4, 2020

WHEREAS, pursuant to Section 6.5.3 of the Golden Rain Foundation Bylaws, regular meetings of the Board of Directors shall be held on the first Tuesday of each month at 9:30 a.m., unless otherwise scheduled by an adopted Resolution; and

WHEREAS, the November 2020 regular meeting of the Board of Directors of this Corporation scheduled for Tuesday, November 3, 2020, conflicts with the date selected for the 2020 Election Tabulation Meeting for Third Laguna Hills Mutual and United Laguna Woods Mutual.

NOW THEREFORE BE IT RESOLVED, July 7, 2020, the Board of Directors of this Corporation hereby approves that the November regular meeting of the Board of Directors of this Corporation shall be held on Wednesday, November 4, 2020, at 9:30 a.m. in the Laguna Woods Village Community Center Board Room, 24351 El Toro Road.

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 Troutman made a motion to adopt a resolution to reschedule the November 3, 2020 GRF Regular Board Meeting to November 4, 2020. The motion was seconded by Director Moldow.

President Carpenter called for the vote to adopt the resolution and the motion passed without objection.

13b. Entertain a Motion to Adopt a Resolution for the GRF 2020 Annual Meeting, Election Schedule and Inspector of Election Services

Director Troutman, Secretary of the Board, read the following resolution:

RESOLUTION 90-20-35
APPROVE INSPECTOR OF ELECTION SERVICES

WHEREAS, Civil Code §5110 and Corporations Code §7416 requires an association to select an independent third party as an inspector of elections; and

WHEREAS, for transparency purposes and due to the number of ballots received it is necessary to contract for an Inspector of Elections; and

WHEREAS, an Inspector of Elections is used, among other tasks, to print and mail voter packages, inspect and tabulate ballots, and certify results.

NOW THEREFORE BE IT RESOLVED, July 7, 2020, that the Board of Directors of Golden Rain Foundation hereby approves single-sourcing a contract to UniLect to perform Inspectors of Election services for the 2020 Annual Meeting of the Corporate Members.

RESOLVED FURTHER, that the officers and agents of this Corporation

are directed on behalf of the Corporation to carry out this resolution.

Director Troutman made a motion to adopt a resolution for the GRF 2020 Annual Meeting, Election Schedule and Inspector of Election Services. The motion was seconded by Director Moldow.

Discussion ensued among the directors.

President Carpenter called for the vote to adopt the 2020 election resolution and schedule and the motion passed by without objection.

13c. Entertain a Motion to Introduce the GRF Recreation Department Policy: Small Clubs Fee Amendment

Director Troutman, Secretary of the Board, read the following resolution:

RESOLUTION 90-20-XX
GRF RECREATION DEPARTMENT POLICY: SMALL CLUBS FEE AMENDMENT

WHEREAS, at the June 11, 2020 Community Activities Committee (CAC) meeting, CAC recommended that the board of directors approve the proposal to amend the GRF Recreation Department Policy for Clubs/Groups/Organizations to reduce the annual fee for clubs with less than 50 members ("small clubs") from \$50 to \$25;

WHEREAS, Laguna Woods Village has 254 registered clubs within the community. Village clubs are afforded a variety of privileges upon approval of the Recreation and Special Events Department including priority rollover reservations, flyer postings at clubhouses, Village website use (club page, event calendar, Village news), free Globe submissions, Village Television air time, message board use and club storage (excluding Clubhouse 2);

WHEREAS, at the May 9, 2019 CAC meeting a policy review committee was formed to review and provide GRF Recreation Department policy recommendations to the CAC at the July 2019 meeting. One of the committee recommendations was to implement a processing fee to offset administrative costs associated with club support;

WHEREAS, on September 3, 2019, the board of directors adopted RESOLUTION 90-19-39, GRF Recreation Department Policy Revision: Clubs/Groups/Organizations;

WHEREAS, at the February 20, 2020 Club President's Meeting, small Village clubs with a small number of members expressed concern about the financial implications of the \$50 club fee. Club presidents urged GRF

to reconsider the fee;

WHEREAS, at the May 14, 2020 CAC meeting, the committee directed the Recreation and Special Events Department to reduce the annual club fee for those with less than 50 members (“small clubs”) from \$50 to \$25. Of the 254 registered clubs, 136 have less than 50 members;

WHEREAS, to date, 93 clubs have paid the \$50 annual fee, including 41 small clubs. The 41 small clubs would be entitled to a \$25 refund if the proposed fee adjustment is approved by the board of directors;

WHEREAS, the \$50 club fee generates \$12,700 in revenue for GRF annually. The proposed reduction in the club fee for small clubs would reduce annual revenue to approximately \$9,300, a decrease of \$3,400

NOW THEREFORE BE IT RESOLVED, July 7, 2020, that the Board of Directors of this Corporation hereby introduces approval of the proposed amendment to the GRF Recreation Department Policy for Clubs/Groups/Organizations to reduce the annual fee for clubs with less than 50 members (“small clubs”) from \$50 to \$25;

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

July Initial Notification

Should the Board endorse the proposed resolution, 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.

Director Troutman made a motion to introduce a resolution for a GRF Recreation Department Policy: Small Clubs Fee Amendment for 28-day review. The motion was seconded by Director Moldow.

President Carpenter called for the vote to introduce an amendment to the small club fee and the motion passed without objection.

14. The Board took a 5 minute break at 11:50 am.

15. Committee Reports

15a. Report of the Finance Committee/Financial Reports – Director Troutman gave a presentation on the Treasurer’s Report and resale history. The Committee met on June 29, 2020; next meeting August 19, 2020, at 1:30 p.m. as a virtual meeting.

- (1) GRF Treasurer's Report – Director Troutman
- (2) GRF Finance Committee Report—Director Troutman
- (3) Purchasing Task Force – President Carpenter. The Task Force met on February 10, 2020.

15b. Report of the Community Activity Committee – Director Carpenter gave an updated from the Committee. The Committee met on June 11, 2020; next meeting August 13, 2020, at 1:30 p.m. as a virtual meeting.

- (1) Equestrian Center Ad Hoc Committee – The next meeting TBA.

15c. Report of the Landscape Committee – Director Moldow gave an update from the Landscape Committee. The Committee met on February 12, 2020; next meeting August 12, 2020 at 1:30 p.m. as a virtual meeting.

15d. Report of the Maintenance & Construction Committee – Director Garthoffner gave an update from the Maintenance & Construction Committee. The Committee met on June 10, 2020; next meeting August 12, 2020 at 9:30 a.m. as a virtual meeting.

- (1) Report of the Performing Arts Center (PAC) Renovation Ad Hoc Committee – Director Troutman. The Committee met on May 14, 2020; next meeting July 13, 2020 at 2:00 p.m. as a virtual meeting.

- (2) Report of the Clubhouse 1 Renovation Ad Hoc Committee – Director Troutman. The Committee met on June 1, 2020; next meeting TBA.

15e. Report of the Mobility & Vehicles Committee – Director Troutman gave an update from the Mobility & Vehicles Committee. The Committee met on February 5, 2020; next meeting August 5, 2020, at 1:30 p.m. as a virtual meeting.

15f. Report of the Security & Community Access Committee – Director Tibbetts gave an update from the Security & Community Access Committee. The Committee met on February 24, 2020; next meeting August 24, 2020, at 1:30 p.m. as a virtual meeting.

- (1) Report of the Laguna Woods Village Traffic Hearings – Director Garthoffner. The Traffic Hearings were held on February 19, 2020; next Traffic Hearings TBA.

- (2) Report of the Disaster Preparedness Task Force – Director Troutman. The Task Force met on January 28, 2020; next meeting July 28, 2020 at 9:30 a.m. as a virtual meeting.

15h. Strategic Planning Committee – First meeting TBA.

- 16. 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 take action on these items at a future Board Meeting.*
- 16a.** Donation by Bah'ail Club of a Bench for Aliso Creek and Two Plumeria Trees at Clubhouse 6
- 16b.** Obsolete Equipment
- 17. Directors' Comments -- none**
- 18. 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.*

The meeting was recessed at 12:30 p.m.

Summary of Previous Closed Session Meetings per Civil Code §4935.

During the June 2, 2020, Regular Closed Session, the Board:

Approved the Agenda

Approved the Minutes of:

(a) May 5, 2020—Regular Closed Session

(b) May 11, 2020 – Special Closed Session

Discussed and Considered Personnel Matters

Discussed and Considered Contractual Matters:

(a) Award a Contract for Maintenance Improvements at the Performing Arts Center

(b) Supplemental Appropriation and Award a Contract for Construction Management Services for the PAC Maintenance Improvement Project

Discussed Legislation Matters

Discussed and Considered Litigation Matters

Discussed COVID-19 Emergency Issues

During the June 8, 2020, Special Closed Meeting, the Board:

Approved the Agenda

Discuss and Consider Contractual Matters:

(a) Award a Contract for Maintenance Improvements at the Performing Arts Center

During the June 15, 2020, Special Closed Meeting the Board:

Approved the Agenda

Discuss Various Legal Matters and Code of Ethics

During the June 25, 2020, Special Closed Meeting the Board:

Approved the Agenda

Discuss New Legal Counsel

*During the June 26, 2020, Emergency Closed Meeting the Board:
Approved the Agenda
Discuss a Joint Resolution for Dealing with the COVID-19 Virus*

19. Adjournment

The meeting was adjourned at 2:45 p.m.

Judith P Troutman

Judith Troutman, Secretary of the Board
Golden Rain Foundation

**Laguna Woods Village
Transportation Department
ADA Compliance Policy**

The Golden Rain Foundation has received grants from the federal Department of Transportation for purchase of transportation vehicles, conditional upon Golden Rain Foundation complying with the Americans With Disabilities Act regarding the use of those vehicles. Accordingly, Golden Rain Foundation and Village Management Services Inc. adopt the within policy as a voluntary measure, even though the Americans With Disabilities Act otherwise does not apply to Laguna Woods Village, a private community.

ADA Policy

The Americans with Disabilities Act (ADA) was signed into law on July 26, 1990. The ADA is civil rights legislation which among other things requires that persons with disabilities receive transportation services equal to those available on the fixed route service.

It is the policy of Village Management Services Inc. Transportation that, when viewed in their entirety, services, programs, facilities, and communications provided by Village Management Services Inc. Transportation, directly or by a contracted service provider, are readily accessible and usable to individuals with disabilities to the maximum extent possible. 49 CFR 37.105

1. Holiday Closures

Village Management Services Inc. Transportation will not run its fixed route system and the Journey paratransit service on the following nationally recognized holidays: New Year's Day, Thanksgiving Day and Christmas Day.

Village Management Services Inc. Transportation may run a limited bus service on Presidents Day, Memorial Day, Independence Day, Labor Day, and Veterans Day.

2. Approved Equipment

Passengers will be transported provided the lift and vehicle can physically accommodate them, unless doing so is inconsistent with legitimate safety requirements (e.g. the combined weight of the wheelchair/occupant exceeds that of the lift specifications). Additionally, Village Management Services Inc. Transportation can accommodate mobility devices that meet following minimum standards:

- *Wheelchair* means a mobility aid belonging to any class of three or more wheels, usable indoors, designed or modified for and use by individuals with mobility impairments, whether manually operated or powered
- Walkers must be collapsible and able to be stored between seats or in the vehicle's trunk.

The mobility device must be in good working order; with batteries charged, tires inflated, footrests attached, and all parts secure. (49 CFR 37.3)

3. Mobility Device Brakes

When occupying a lift or securement area, it is recommended that passengers apply the brakes on their mobility devices; however, they are not required to do so. With power chairs or scooters, it is recommended that the power switch be turned to the “off” position.

4. Portable Oxygen Use

Individuals with disabilities who use portable oxygen devices are allowed to travel with respirators and properly secured portable oxygen supplies. Oxygen supplies must not obstruct the aisle. (49 CFR 37.167(h))

5. Securement Policy

Operators will use front and rear tie-downs to secure mobility devices. Operators will secure mobility devices at the strongest parts of the device; however, the passenger can indicate the most optimal tie-down spot. The mobility device will be secured front facing unless otherwise requested by the passenger. Drivers will assist passengers with securement systems, ramps, and seatbelts; however, drivers cannot assist riders using power chairs or scooters with the operation of their equipment. Village Management Services Inc. Transportation cannot refuse to transport someone whose mobility device cannot be satisfactorily restrained provided that mobility device fits within the definition described in Section 3. (49 CFR 37.165)

6. Stop Announcements

Stops at major intersections, transfer points, and destination points will be announced on fixed route buses. Transit operators will announce other stops upon request. (49 CFR 37.167 (a-c))

7. Personal Care Attendants

A Personal Care Attendant (PCA) may ride with you at no charge. A PCA is someone who travels with, and helps, a rider who is not able to travel alone. You must provide your own PCA if you need one. Please let us know on your application form whether or not you will be using a PCA. This information will guarantee a place for the PCA to ride with you. Guests and companions may ride with you on Village Management Services Inc. Transportation. Guests and companions must pay regular fare. A companion is anyone who rides with you who is not designated as your PCA. (49 CFR 37 (d))

8. Service and Support Animals

A service animal is any guide dog, signal dog, or miniature horse individually trained to work or perform tasks for an individual with a disability. A support animal is an animal necessary to accommodate a resident's disability. In order to ride Village Management Services Inc. Transportation:

- The service or support animal must be on a leash or in a container, remain under direct control of the owner, and behave appropriately.
- Birds, reptiles, amphibians, rodents, and cats must be kept in a securely locked enclosed carrier/container.
- The animal must remain at rider feet or on rider lap. It may not sit on a vehicle seat.
- The animal must not be aggressive toward people or other animals. (49 CFR 37.167 (d))

9. Boarding Assistance

Operators shall position the bus to make boarding and exiting as easy as reasonably possible for everyone, minimize the slope of the ramp, and use the kneeling option as needed. Bus operators shall provide assistance to passengers upon request. Passengers with disabilities shall be allowed adequate time to board and disembark the vehicle.

10. Maintenance of Lifts or Ramps

Bus operators must test the lift or ramp during the pre-trip inspection. Break down of accessibility equipment must be reported immediately to dispatch. A vehicle with an inoperable lift or ramp must be removed from service as soon as possible and cannot be returned to service until repaired. If there is a lift or ramp failure, a replacement vehicle must be dispatched if the next trip to the destination of any passenger using a mobility device is scheduled in more than 30 minutes. If the next trip to the destination of any passenger using a mobility device is scheduled in 30 minutes or less, a replacement vehicle may be dispatched if available. (49.CFR 37.163)

11. Priority Seating

Upon request, bus operators shall ask – but not require – passengers to yield priority seating at the front of the bus to seniors and persons with disabilities. Drivers are not required to enforce the priority seating designation beyond making such a request.

12. Reserved Seating

Mobility device securement areas on buses are reserved. Passengers using common mobility aids shall be boarded if the securement areas are not otherwise occupied by a mobility device, regardless of the number of passengers on the bus. Bus operators are required to ask passengers sitting in the securement areas to move to other available seats or to stand.

13. Suspension of Service

A rider's privileges may be suspended for any of the following infractions on any Golden Rain Foundation property or vehicle, including vehicles, bus stops, or stations pursuant to the existing Golden Rain Foundation Member Disciplinary Process:

- Smoking or carrying a lit pipe, cigar, or cigarette (unless in a designated smoking area).
- Discarding or dumping litter in places other than the recognized receptacles.
- Consuming alcoholic beverages or in possession of alcoholic beverages.
- Loud, raucous, unruly, harmful, or harassing behavior.
- Possessing an unissued transfer.
- Opening of container that houses service or support animal
- Engaging in other conduct that is inconsistent with the intended purpose of the transit facility, station, or vehicle. (RCW 9.91.025)

14. Notification of Policy

Village Management Services Inc. Transportation will notify the public of the ADA policy on the website and in the riders guide.

15. Paratransit

- a. Eligibility Requirements:* A person may access Village Management Services Inc. Transportation Paratransit if you have a disability or disabling health condition that prevents you from independently using our buses some or all of the time. 49 CFR 37.123

Presence of a disability or a disabling health condition by itself does not automatically make a person eligible for paratransit service. The ability to ride our buses is the basis for eligibility.

Applications will be reviewed by Village Management Services Inc. Transportation based on the following eligibility qualifications. You are eligible for Village Management Services Inc. Transportation Paratransit service if you:

- are unable to board, ride, or exit a lift-equipped bus without assistance,
OR
- need to use a lift but it cannot be deployed safely at your bus stop,
OR
- have a disability that prevents travel to and from your bus stop under certain conditions,
AND
- are certified to use Village Management Services Inc. Transportation Paratransit.

Village Management Services Inc. Transportation will respond to applicants in writing within 14 days of receiving the application. If the applicant does not receive an answer within 21 days, the applicant shall be treated as eligible and provided services until an answer is received.

- b. *Categories of Eligibility:* A Village Management Services Inc. Transportation Transit applicant's eligibility may be classified as conditional, unconditional, or temporary. These categories are defined and mandated by the Americans with Disabilities Act (ADA) regulation.

Category Type	Description	Type of eligibility
Category 1	A person with a disability who cannot independently ride transit	Unconditional
Category 2	Prevented by disability or combination of disability and architectural barriers from getting to the boarding area	Conditional
Category 3	Prevented from using fixed route during a certain amount of time	Temporary

- c. *Service Area:* Village Management Services Inc. Transportation Paratransit service is provided within 3/4 of a mile of Village Management Services Inc. Transportation fixed-route service, except for commuter routes. 49 CFR 37.131 (a)
- d. *Origin to Destination Service:* Based on the functional ability of the rider at the time of application, the driver will provide one of the following types of trips 49.CFR 37.129

Trip Type	Descriptions
Curb to Curb	Customer taken from curb of pickup to curb of destination

- e. *Trip Scheduling:* Paratransit trips can be scheduled between 7 days and 4:30 the day before the trip. No trip reservations will be accepted the day of the trip. Rides will be curb-to-curb unless previously arranged
- f. *Trip Cancellation:* Paratransit trips must be canceled 24 hours in advance.
- g. *Missed/ Late Cancels:* After two missed trips the customer will receive a warning letter. Upon the fourth missed trip the customer will receive a phone call. Upon the fifth missed trip the customer can be suspended from service for up to 6 months.
- h. *Trips Denials:* Village Management Services Inc. Transportation will count all denials for service. One denial of a multi-legged trip will count as a denial for each leg of the trip.

- i. *Paratransit Hours:* Village Management Services Inc. Transportation Paratransit operates the same hours as the Village Management Services Inc. Transportation fixed route system

Monday-Friday: 9:00-5:00pm

Monday-Friday: Evening Service 5:00pm-10:30pm

Saturday: 8:00am- 10:30pm

Sunday: 8:00am-10:30pm

16. Visitor Certification

Visitors are eligible for 14 days of service in a 365-day period beginning on the first day the service is used by the visitor. For additional days of service, the individual is expected to register under Village Management Services Inc. Transportation eligibility procedures. For individuals who reside outside the Village Management Services Inc. Transportation service jurisdictions, Village Management Services Inc. Transportation shall certify an individual with a disability as a visitor when providing documentation of residence and a statement that because of their disability they are unable to access the fixed route. (49 CFR 37.121)

17. Complaint Process

Village Management Services Inc. Transportation is committed to providing safe, reliable, and accessible transportation options for the community. Village Management Services Inc. has established a Member Disciplinary Process and customers wishing to file a complaint and/or obtain a copy of the Member Disciplinary Process may contact Village Management Services Inc. Transportation at (949) 597-4659, or in person at Village Management Services Inc. Transportation's administration office located at 28031 Via Campo Verde, Laguna Woods, CA. 92637 (RCW 46.07b)

18. Reasonable Modification

Requests for modifications of Village Management Services Inc. Transportation policies, practices, or procedures to accommodate an individual with a disability may be made either in advance or at the time of the transportation service. Village Management Services Inc. Transportation is best able to address and accommodate a request when customers make their requests for before the trip. Contact Village Management Services Inc. Transportation office customer service for questions

19. Direct Threat

If a person is violent, seriously disruptive, or engaging in unsafe or illegal conduct Village Management Services Inc. Transportation may, consistent with established procedures for all riders, refuse to carry the passenger. A person who poses a significant risk to others may be excluded [from service] if reasonable modifications to the public accommodation's policies, practices, or procedures will not eliminate that risk. (49CFR 37.5 App. D/ 29 CFR 36.208)

Behaviors that may cause immediate exclusion from the vehicle include:

- Destruction of the vehicle, and/or its furnishings
- Doing violence to others or to oneself
- Behavior that is unsafe, seriously unruly, seriously disruptive, threatening, or frightening to others
- Behavior interfering with the safe operation of the vehicle
- Violations of service animal policy by failing to control one's service animal
- Violations of operating rules governing the provision of transportation system-wide
- Engaging in illegal conduct.
- Other conduct determined by Village Management Services Inc. Transportation to represent an actual or potential threat to the health, safety or wellbeing of oneself, the operator, other passengers, and/or transit personnel.

Passengers who are excluded from the vehicle due to a direct threat may request an administrative appeal by contacting Village Management Services Inc. Transportation at 949-597-4659