



OPEN MEETING

REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION COMMUNITY ACTIVITIES COMMITTEE*

**Thursday, October 14, 2021 – 1:30 P.M.
Virtual Meeting**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions regarding virtual meetings using one of two options:

1. Join the Committee meeting via a Zoom link at: <https://zoom.us/j/96276504972> or by calling (669) 900-6833; Access Code: 962 7650 4972
2. Via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.

NOTICE AND AGENDA

This Meeting May Be Recorded

1. Call to Order
2. Acknowledgement of Media
3. Approval of the Agenda
4. Approval of Meeting Report for September 9, 2021
5. Chair's Remarks
6. Department Head Update
7. Member Comments (Items not on the agenda)

Consent:

8. Financial Statement
9. Utilization of Open Activities

Reports: (Receive and File or Provide Recommendations)

10. Golf Greens Committee Report Update
11. Clubhouse 2 Open Space Operating Rules
12. Kourts Survey
13. Revenue Resources Ad Hoc Committee

Items for Discussion and Consideration: (Entertain a Motion to)

14. Bridge Club Room Renovation
15. Equestrian Arena Rental Pricing

Items for Future Agendas:

- Saddleback Emeritus Institute Contract Update
- Club Insurance

Concluding Business:

- Committee Member Comments
- Date of Next Meeting: Monday, November 8, 2021 at 1:30 p.m. due to Veteran's Day Holiday
- Adjournment

*A quorum of the GRF Board or more may also be present at the meeting.

Yvonne Horton, Chair
Brian Gruner, Staff Officer
Telephone: 597-4270

OPEN MEETING

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

Thursday, September 9, 2021 – 1:30 p.m.
Virtual Zoom Webinar

MEMBERS PRESENT: Yvonne Horton, Chair, Andre Torng, Elsie Addington, Debbie Dotson, Reza Karimi, Juanita Skillman, Dennis Boudreau, Ajit Gidwani

MEMBERS ABSENT: Ryna Rothberg

OTHERS PRESENT: Bunny Carpenter, Jim Hopkins, Joan Milliman, Egon Garthoffner, Stefanie Brown, Cash Achrekar

STAFF PRESENT: Brian Gruner, Jennifer Murphy, Laura Cobarruviaz, Jackie Kupfert

Call to Order

Chair Horton called the meeting to order at 1:33 p.m.

Acknowledgement of Media

There was no press present.

Approval of Agenda

A motion was made to amend the agenda as follows: remove item #13 Customer Service Education Program, add Kourts Discussion to Items for Discussion and Consideration, add Pool 5 Early Opening to Reports, and add Review of Garden Center Operating Rules to Items for Future Agendas.

Motion passed unanimously.

Approval of Committee Report for July 8, 2021

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

Chair's Remarks

Chair Horton stated the use of Kourts remains divided and this will be discussed under Items for Discussion and Consideration.

Report of the Recreation and Special Events Director

Mr. Gruner stated clubs have requested moving events outdoors due to rising COVID numbers, but space remains limited. He stated the Pool 1 boiler is installed but will not allow the temperature to be set higher than 81 degrees. The optimal temperature would be 84 degrees. The Garden Center 2 gate is awaiting a part to allow for proper operation. The Garden Centers will undergo tree trimming in October. Paddle tennis and pickleball hours have been extended to 10 p.m. The new Aqua Zumba class will be held at pool 2 beginning in September. The Dallas and Doll free outdoor concert will be hosted on September 23 at Clubhouse 2, 4 p.m. to 6 p.m. Pour and Paint event will be on September 20 at Clubhouse 1 at 6 p.m. The Village Bazaar will be hosted October 2, 10 a.m. to 2 p.m. at Clubhouse 5. On November 6 and 7, the Arts & Crafts Bonanza will be at Clubhouse 4 starting at 8 a.m. Recreation will reinstate the Thanksgiving and Christmas holiday dinners with more information coming. The Performing Arts Center and Clubhouse 5 will be hosting New Year's Eve events.

Chair Horton inquired as to hosting a golf cart parade for Halloween. Mr. Gruner stated the parade has not been planned due to lack of staffing for that type of event, but can be discussed.

Director Dotson inquired as to adding another date for the Village Bazaar. Staff was directed to review dates to add another Village Bazaar.

Member Comments (Items Not on the Agenda)

Residents were called to speak on the following items: drop-in lounge additional tables request; Garden Center waiting list; importance of amenities within the community.

Advisor Gidwani stated fundraising has started for the pickleball lights which has raised nearly \$15,000 to date with a goal of \$25,000. He inquired as to the process to begin the planning of light installation. Director Carpenter stated once fundraising is complete, the project will be presented to the GRF board for review. If approved, Maintenance & Construction will be directed to proceed.

Chair Horton stated the GRF board is dedicated to maintaining our amenities.

CONSENT

A motion was made to approve the consent calendar.

Motion passed unanimously.

REPORTS

Bridge Room Request - Ms. Murphy stated Duplicate bridge club request.

Discussion ensued.

Staff was directed to obtain internal quotes and present this item as a staff report to CAC in October.

Golf Cart Safety - Mr. Gruner stated we currently have signs for golf safety and additional signs will be added.

Discussion ensued.

Staff was directed to install five to six additional signs in accordance with current signage.

Outdoor Events Locations - Mr. Gruner presented the following proposed outdoor event locations: Clubhouse 2 open space; Equestrian Center arena; Clubhouse 4 (near Golf Course); behind the Community Center.

After discussion of all the proposed outdoor event locations, the committee concurred that the Equestrian Center arena may best meet the needs of the community.

Director Carpenter stated the Equestrian arena has seating available, but lighting may need to be updated. Director Addington inquired as to if events could interrupt the Equestrian Center operations. Director Torng stated his concern for available event parking.

Ms. Cobarruviaz stated in order to maintain the footing, no trash or sharps will be allowed and the staging must not be too heavy. Lighting would need to be addressed for evening events. Mr. Gruner stated the employee parking lot may be utilized if the event is on a weekend. Director Carpenter stated the Community Center parking lot can be utilized for overflow parking.

Advisor Skillman stated we must adhere to city and community planning policies. Parking at Community Center is limited as we do not own the entire lot which may require a parking study. A roadway may need to be created from the employee lot to the Equestrian Center as a shuttle is the only option at this time.

Advisor Gidwani inquired as to an event spooking the horses. Ms. Cobarruviaz stated the arena is far enough removed and any normal level of noise would be acceptable. Resident boarders would be informed of any events and the upper arena area would be closed for use during the event.

Staff was directed to create a rental fee for the use of the Equestrian Center arena only and to create general rules of event utilization of the Clubhouse 2 open space to include, but not limited to, event coordinator must contact the Clubhouse 2 supervisor to ensure no encroachment of other scheduled activities, no sitting in landscaped areas and capacity limits and to bring this recommendation to the next CAC meeting.

Revenue Generating Objective - Mr. Gruner presented the revenue generating chart and highlighted three items that could be implemented soon: Golf tee box sponsors, coupon booklet and fee-based classes.

Director Dotson inquired as to who would implement these programs. Mr. Gruner stated this still needs to be identified, but possibly golf staff, Recreation staff working closely with PR/Marketing Department and Recreation staff coordination with contract instructors dependent upon space limitations.

Director Milliman stated coupon books could be available in Recreation office or at the Community Center front desk. Director Carpenter stated the creation of a bistro would be a simple project as a location is already available by the golf driving range in the existing room not being used. She will research and bring to CAC next month to discuss. Chair Horton stated an ad hoc committee will be created and directed those on the committee interested are to email Ms. Kupfert for inclusion.

Dick Rader stated posthumous donations are listed and inquired as to resident donations. Director Carpenter stated the Village Community Fund is available for resident donations.

ITEMS FOR DISCUSSION AND CONSIDERATION

Equestrian Pricing Policy - Ms. Murphy stated the staff recommendation to review and approve the GRF-Equestrian Ad Hoc Committee's recommended equestrian service fee amendments to the current Equestrian Pricing Policy Resolution 90-20-20 to be effective FY 2022.

Discussion ensued.

A motion was made to review and approve the GRF-Equestrian Ad Hoc Committee's recommended equestrian service fee amendments to the current Equestrian Pricing Policy Resolution 90-20-20 to be effective FY 2022.

Motion passed unanimously.

Chair Horton stated she is very proud of what has been completed through the Equestrian Ad Hoc Committee. Director Carpenter thanked all on the Equestrian Ad Hoc Committee and Director Hopkins for assisting with the analysis.

Kourts Discussion - Ms. Murphy read the member comments submitted via email that stated either for or against the use of Kourts for reservations.

Discussion ensued.

Director Dotson inquired as to separating the Kourts system by sport and as to the ease of adjustments. Mr. Gruner stated the system can be adjusted and it is independent per sport currently.

Director Dotson inquired as to Kourts usage for pickleball and the pools. Mr. Gruner stated the Recreation Department worked in conjunction with the clubs using Kourts and is only being used at Pool 2, 6 to 11 a.m. as it is intended as a lap swim pool.

Advisor Boudreau stated amenities are for all residents and clubs cannot dictate use of amenities. Director Dotson suggested using the eblast to link to the survey form. Chair Horton stated she spoke to tennis staff and all courts were busy with many standing around for their turn which notes that the use of either system at tennis may not be efficient.

Staff was directed to create a survey for the community and present to the next CAC meeting for approval.

Kourts to remain in place at this time.

Pool 5 Early Opening - Mr. Gruner stated resident request to open Pool 5 at 6 a.m.

Discussion ensued.

Staff was directed to advise the petitioner that one pool is always open at 6 a.m. and there will be no change at this time.

ITEMS FOR FUTURE AGENDAS

Greens Committee Report and Recommendations - Staff was directed to keep this item under Items for Future Agendas.

Saddleback Emeritus Institute Contract Update – Staff was directed to keep this under Future Agendas.

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

Garden Center Operating Rules – Staff was directed to include this item under Future Agendas.

CONCLUDING BUSINESS

Committee Member Comments

Director Addington stated good meeting and thank you.

Director Dotson stated thank you.

Chair Horton stated to email Ms. Kupfert if interested in joining the Revenue Generating Objective Ad Hoc Committee

Director Carpenter thanked the committee and stated Chair Horton did a great job.

Date of Next Meeting

The next regular meeting of the GRF Community Activities Committee will be held at 1:30 p.m. via the Zoom Webinar platform on Thursday, October 14, 2021.

Adjournment

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

___ *Yvonne Horton* ___

Yvonne Horton, Chair

Golden Rain Foundation of Laguna Woods
Proforma Recreation Services Summary of Operations
8/31/2021

	Admin	Aquatics& Fitness	Bar Services	Clubhouses	Equestrian	Garden Centers	Golf	PAC	ACTUAL	BUDGET	VAR\$ B/(M)
									YTD	YTD	
Non-Assessment Revenues:											
Golf Green Fees	0	0	0	0	0	0	1,115,448	0	1,115,448	1,010,000	105,448
Golf Operations	0	0	0	0	0	0	220,702	0	220,702	169,088	51,614
Merchandise Sales	0	3	5,755	0	0	0	207,727	0	213,485	159,660	53,825
Clubhouse Rentals and Event Fees	600	(1,010)	0	26,813	6,071	0	3,186	(333)	35,326	349,466	(314,140)
Rentals	0	0	0	0	0	38,369	36,000	0	74,369	73,040	1,329
Miscellaneous	2,073	11,901	0	9,240	64,185	0	38	0	87,437	238,409	(150,972)
Total Non-Assessment Revenue	2,673	10,894	5,755	36,053	70,256	38,369	1,583,101	(333)	1,746,766	1,999,663	(252,897)
Expenses:											
Employee Compensation Expenses Related to	284,056	209,955	5,616	340,650	154,187	42,197	1,034,684	115,771	2,187,114	2,535,275	348,161
Employee Compensation	84,621	78,378	2,133	103,781	36,390	23,116	392,683	24,188	745,292	838,455	93,163
Materials and Supplies	1,200	47,229	0	38,688	79,026	7,087	163,644	4,320	341,194	370,331	29,137
Cost of Goods Sold	0	0	2,902	0	0	0	136,423	0	139,325	110,308	(29,017)
Community Events	9,229	0	0	6,491	142	0	0	0	15,862	252,513	236,651
Utilities and Telephone	463	89,005	0	319,204	13,020	50,271	439,924	44,864	956,750	930,859	(25,890)
Professional Fees	0	0	0	0	0	0	0	0	0	1,000	1,000
Equipment Rental	0	18,425	0	0	0	0	30,548	0	48,973	50,952	1,979
Outside Services	9,159	368,080	10	8,477	8,379	1,513	121,819	2,004	519,440	357,285	(162,155)
Repairs and Maintenance	0	3,762	0	4,377	10,580	0	6,410	737	25,865	51,688	25,823
Other Operating Expense	8,442	3,202	0	14,415	1,908	436	14,218	1,561	44,182	63,705	19,523
Property and Sales Tax	43	0	414	212	0	131	15,818	25	16,642	14,013	(2,629)
Uncollectible Accounts	0	0	0	1,665	0	0	0	0	1,665	0	(1,665)
Total Expenses	397,213	818,036	11,075	837,960	303,632	124,751	2,356,171	193,470	5,042,302	5,576,384	534,081
Net Cost (before allocations)	\$394,540	\$807,142	\$5,320	\$801,907	\$233,376	\$86,382	\$773,070	\$193,803	\$3,295,536	\$3,576,721	\$281,184
Allocated To Departments	(295,949)	0	0	(24,970)	0	0	0	0	(320,919)	(414,142)	(93,223)
Allocated From Departments	156,030	103,654	5,285	327,221	30,376	5,231	77,491	67,056	772,345	904,170	131,825
Net Cost	\$254,621	\$910,796	\$10,605	\$1,104,158	\$263,752	\$91,613	\$850,561	\$260,859	\$3,746,962	\$4,066,749	\$319,786

CLUBHOUSE 2 OPEN SPACE OPERATING RULES



A. Introduction/Purpose

1. The Clubhouse 2 open space is designed for the enjoyment of Laguna Woods residents.
2. The open space rules and regulations have been designed to:
 - a. Ensure the open space is utilized safely
 - b. Ensure the open space users are respectful to all using Clubhouse 2
 - c. Establish fairness and equality among Clubhouse 2 users
 - d. Prevent damage to the surrounding landscape areas and buildings

B. General Operating Information

1. Golden Rain Foundation (GRF) establishes the hours of operation, assigns personnel and oversees the operation of the Clubhouse 2 open space. The operating rules are subject to change at any time.
2. You may contact the **Clubhouse 2 office at 949-597-4286**.
3. Staff is responsible for enforcing the Operating Rules to serve the best interest of all residents who use, or wish to use, the Clubhouse 2 open space. Staff oversees the Clubhouse 2 open space.
4. Maximum Capacity: 125 people
5. Operating Hours: 8:00 a.m. 10:00 p.m.
6. Controlled substances and smoking are prohibited within 25 feet of the open space area.

C. Who May Rent the Clubhouse 2 Open space

1. Any resident may rent the Clubhouse 2 ballroom which provides event rights to the open space.
2. If the ballroom is not rented or the renter is not using the open space, the open space becomes available for general use on a first come first serve basis.
3. The open space is not reservable as a standalone reservation.

F. In Case of Emergency

1. **Call 911.**

G. Clubhouse 2 Open Space User Responsibilities

1. Those wishing to organize an event within the Clubhouse 2 open space must contact the Clubhouse 2 supervisor prior to the event to ensure no encroachment of other scheduled activities and/or facility rentals.
2. No attendee, performer or user may sit within the landscaped areas surrounding the Clubhouse 2 open space.
3. The use of foul language and inappropriate behavior including but not limited to threats, intimidation, physical violence, property damage, racial/ethnic slurs and sexual harassment is in violation of the GRF Nuisance Policy and may result in disciplinary action.
4. Excessive noise and/or loud amplified music is prohibited.

K. Sprinkler System

1. The Clubhouse 2 open space sprinklers are on a timer which can be adjusted only by staff. Any event that does not inquire with the Clubhouse 2 supervisor is at risk of their event being interrupted by automatic sprinklers.

Q. Authority, Enforcement of Rules and Compliance Reporting

1. GRF is authorized to take disciplinary action against a resident found to be in violation of the Clubhouse 2 open space Operating Rules. The GRF Board has the authority to impose monetary fines, revoke use of facilities and/or bring forth legal action.
2. Clubhouse 2 staff will monitor use of the open space. If a violation issue exists, staff will take corrective action to ensure the safety of the Clubhouse 2 open space.

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

Kourts Survey Questions

General

1. Are you familiar with the Kourts online reservation system? Yes No
2. For which activities do you use Kourts?
 - a. Tennis
 - b. Pickleball
 - c. Swimming
 - d. All of the above
 - e. None of the above
3. How many reservations do you make per week using Kourts?
Less than 1 1 2-3 4 or more
4. How satisfied are you with Kourts?
Very Satisfied Satisfied Somewhat Satisfied Not Satisfied
5. If you selected "Not Satisfied" in question #4 please indicate why:
 - a. Too difficult to use
 - b. It is not needed
 - c. Lacks flexibility
 - d. All of the above

Tennis- Specific Questions

1. How many days per week do you play tennis?
Less than 1 1-2 3-4 5 or more
2. Are you a Tennis Club member? Yes No
3. Which court reservation method do you prefer?
 - a. Kourts
 - b. White board

Swimming- Specific Questions

1. How many days per week do you swim?
Less than 1 1-2 3-4 5 or more
2. What is/are your preferred pool(s)?
Pool 1 Pool 2 Pool 4 Pool 5 Combination of Pools
3. If you swim laps, do you prefer to reserve a swimming lane via Kourts? Yes No
4. Are you opposed to sharing a lane with another swimmer you do not know? Yes No

Pickleball- Specific Questions

1. Are you a Pickleball Club member? Yes No
2. Which method of court reservation do you prefer?
 - a. Kourts
 - b. Drop-in open play
3. For each of the following pickleball time slots, which do you prefer:

Times Slots	Brad's boxes	Kourts	No preference
M, W, F mornings			
Mon - Fri after 3 p.m. - 5 p.m.			
M - F, from 5 p.m. - 10 p.m.			
Sat. and Sun. mornings			
Sat. and Sun. evenings			