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## COVID-19 AD HOC COMMITTEE

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### Agenda

Clubhouse Four  
Friday, October 2, 2020  
10:00 a.m.

To view the live COVID19 Ad Hoc Committee meeting:

- Go to [www.lwsb.com](http://www.lwsb.com)
- Click on the COVID19 Ad Hoc Meeting Live tab
- The tab will be active at 12:45 pm on the day of the meeting
- The live streaming uses YouTube live and terminates at the close of the meeting

**1. Call to Order/Pledge of Allegiance**

**2. Roll Call/Notice of Quorum**

**3. Chairs Announcements**

- a. Introduction of Guests and Staff
  - Susan Hopewell, GRF President
  - Randy Ankeny, Executive Director
  - Kathy Thayer, Assistant Recreation Manager
  - Corina Mancilla, Recording Secretary

- b. Rules of Order

- c. Chairs Report

**4. Shareholder/Member Comments** (*Limited to 3 minutes per person*)

**5. Approval of Minutes**

- a. Minutes of Regular Meeting, September 3, 2020 (pp. 1-5)

**6. Correspondence**

- a. Three Items – Veterans Plaza for Karaoke (pp. 6-8)
- b. One Item – Ceramics Club (p. 9)
- c. One Item – Bus Outside Services (p. 10)
- d. Three Items – Library Update (pp. 11-13)
- e. One Item – Criteria for Reopening LW Areas (pp. 14-15)
- f. One Item – Lapidary Club (p. 16)
- g. One Item – Possible Events 2020 (p. 17)

**7. Staff Reports**

- a. Executive Director

## **8. Subcommittee Reports (N/A)**

## **9. Unfinished Business (N/A)**

## **10. New Business**

- a. Re-opening Standards
- b. Potential to open Leisure World areas
- c. Review of GRF evaluation procedures
- d. Identify issues to be considered in opening new areas, including costs and limitations on use
- e. Set criteria for each GRF trust property
- f. Determine criteria for closing each area
- g. Suggest penalties to BOD for misuse or inappropriate behavior
- h. Make criteria for opening community to outside providers: i.e. casino buses, transportation to Recreation Department events
- i. Consequences for not following up rules
- j. Library – set criteria to open (pp. 18-19)
- k. COVID Vaccinations – Discussion
- l. COVID Statistics in Orange County (pp. 20-22)
- m. Discussion of closing procedures

## **11. Governing Documents**

- a. Adopt
  - i. 70-1448-3D, Amphitheater, Phase One – Emergency Operational Procedures (p. 23)
  - ii. 70-1448-3E, Pool and Spa, Phase One – Emergency Operational Procedures (pp. 24-26)
  - iii. 70-1448-3F, Fitness Center, Phase One – Emergency Operational Procedures (pp. 27-29)
  - iv. 70-1448-1, COVID-19 – Emergency Operational Rule (p. 30)
  - v. 70-1449-1, Face Mask – Emergency Operational Rule (p. 31)
- b. Amend
- c. Rescind
- d. Review

## **12. Future agenda items**

## **13. President's Comments**

## **14. Next Meeting**

Thursday, November 5, 2020 – 1:00 p.m.  
Clubhouse Four

## **15. Adjournment**



## **COVID-19 AD HOC COMMITTEE MINUTES**

**September 3, 2020**

The meeting of the COVID-19 Ad Hoc Committee was held on Thursday, September 3, 2020, and was called to order at 1:00 p.m., by Chair Snowden, in Clubhouse Four, followed by the Pledge of Allegiance.

### **ROLL CALL**

Present: Ms. S. Snowden, Chair  
Ms. M. Gerber  
Ms. I. Heinrichs  
Mr. N. Massetti  
Ms. J. St. Aubin  
Ms. S. Hopewell, Ex-Officio

Also Present: Ms. K. Thayer, Assistant Recreation Manager  
Ms. C. Mancilla, Recording Secretary  
Mrs. L. Perrotti, GRF Representative, Mutual One  
Mr. L. Melody, GRF Representative, Mutual Fourteen  
Two Shareholders/Members

Chair Snowden greeted and welcomed everyone to the COVID-19 Ad hoc Committee meeting and introduced Foundation members, guests and staff.

### **CHAIR'S ANNOUNCEMENTS**

Chair Snowden welcomed the Committee members, guests and staff, including GRF President Susan Hopewell; Assistant Recreation Manager Kathy Thayer and Recording Secretary Corina Mancilla.

### **SHAREHOLDER COMMENTS**

Two Shareholders/Members spoke at the time of the meeting.

### **APPROVAL OF MINUTES (N/A)**

The minutes of the August 18, 2020, regular meeting were approved, as amended.

### **CORRESPONDENCE**

The Committee reviewed seven pieces of correspondence as presented.

**STAFF REPORTS N/A****Executive Director**

The Executive Director was not available to provide comments at the time of the meeting.

**SUB COMMITTEE REPORTS (N/A)****UNFINISHED BUSINESS (N/A)****NEW BUSINESS****Fitness Center – Procedures**

The Committee discussed this agenda item; no action was taken.

The Assistant Recreation Manager was requested to draft a governing document and bring back to the next scheduled meeting.

**Swimming Pool/Spa – Procedures**

The Committee discussed this agenda item; no action was taken.

The Assistant Recreation Manager was requested to draft a governing document and bring back to the next scheduled meeting.

The Committee discussed the following agenda items; no action was taken:

- Re-opening Standards
- Potential to open Leisure World areas
- Review of GRF evaluation procedures
- Identify issues to be considered in opening new areas, including costs and limitations on use
- Set criteria for each GRF trust property
- Determine criteria for closing each area
- Suggest penalties to BOD for misuse or inappropriate behavior

**Make criteria for opening community to outside providers: i.e. casino buses, transportation to Recreation Department events**

The Committee discussed this agenda item; no action was taken.

The Assistant Recreation Manager informed the Committee that the Casino Buses are closed until the end of year 2020.

Ms. Snowden appointed Ms. Heinrichs for Vice Chair. There being no further discussion, Ms. Heinrichs was declared Vice Chair of the COVID-19 Ad Hoc Committee, by acclamation.

**GOVERNING DOCUMENTS (N/A)**

**FUTURE AGENDA ITEMS**

The Committee concurred to add as future agenda items:

- Amphitheater – Emergency Operational Procedures
- Draft a governing document on the Swimming Pool
- Draft a governing document on the Fitness Center
- Consequences for not following up rules
- Library – set criteria to open
- COVID Vaccinations – Discussion
- COVID Statistics in Orange County– add to the Work Study
- Discussion of closing procedures – add to the Work Study

**PRESIDENT’S COMMENTS**

President Hopewell provided information and updates throughout the meeting.

**ADJOURNMENT**

Chair Snowden adjourned the meeting at 2:25 p.m.

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Paula Snowden, Chair  
COVID-19 AD HOC COMMITTEE

cm 09.03.20



## COVID-19 AD HOC COMMITTEE

### SUMMARY REPORT Thursday, September 3, 2020 1:00 p.m.

Action/Request	Person Resp.	Cmte. Referral	F C	B O D	Comments
<b>1. NEW BUSINESS:</b>					
<b><u>Fitness Center – Procedures</u></b>					
The Assistant Recreation Manager was requested to draft a governing document and bring back to the next scheduled meeting.	Assistant Recreation Manager				
<b><u>Swimming Pool/Spa – Procedures</u></b>					
The Assistant Recreation Manager was requested to draft a governing document and bring back to the next scheduled meeting.	Assistant Recreation Manager				
<b>The Committee discussed the following agenda items; no action was taken:</b>					
<ul style="list-style-type: none"> <li>• Re-opening Standards</li> <li>• Potential to open Leisure World areas</li> <li>• Review of GRF evaluation procedures</li> <li>• Identify issues to be considered in opening new areas, including costs and limitations on use</li> <li>• Set criteria for each GRF trust property</li> <li>• Determine criteria for closing each area</li> <li>• Suggest penalties to BOD for misuse or inappropriate behavior</li> </ul>	Recording Secretary				
<b><u>Make criteria for opening community to outside providers: i.e. casino buses, transportation to Recreation Department events</u></b>					
The Assistant Recreation Manager informed the Committee that the Casino Buses are closed until the end of year 2020.	Assistant Recreation Manager				

## COVID-19 AD HOC COMMITTEE

<p><b>2. Vice-Chair Selection</b></p> <p>Ms. Snowden appointed Ms. Heinrichs for Vice Chair. There being no further discussion, Ms. Heinrichs was declared Vice Chair of the COVID-19 Ad Hoc Committee, by acclamation.</p>	<p>Recording Secretary</p>				
<p style="text-align: center;"><b>FUTURE AGENDA ITEMS:</b></p> <p style="text-align: center;">The Committee moved/concurred to add future agenda items:</p> <ul style="list-style-type: none"> <li>• Amphitheater – Emergency Operational Procedures</li> <li>• Draft a governing document on the Swimming Pool</li> <li>• Draft a governing document on the Fitness Center</li> <li>• Consequences for not following up rules</li> <li>• Library – set criteria to open</li> <li>• COVID Vaccinations – Discussion</li> <li>• COVID Statistics in Orange County– add to the Work Study</li> <li>• Discussion of closing procedures – add to the Work Study</li> </ul>					<p><b>Recording Secretary</b></p>

Re: Opening Veterans Plaza for Karaoke



Leah Perrotti

To: Robert Barnum

Cc: Paula Snowden; Corina Mancilla

Reply Reply All Forward ...

Sun 9/6/2020 4:17 PM

Suggested Meetings

+ Get more add-ins

Mr. Barnum,

I have forwarded your email to the COVID-19 Ad Hoc Committee. This committee makes recommendations to the Board of Directors regarding opening up the Trust Property amenities in our community. The next scheduled meeting for this committee is October 1st at 1:00 pm in Clubhouse 4.

Sincerely,

Leah Perrotti  
GRF Director  
Recreation Chairperson

Sent from my iPhone

> On Sep 6, 2020, at 3:58 PM, Robert Barnum <[eldudelei72@gmail.com](mailto:eldudelei72@gmail.com)> wrote:

>  
>

> I just came in from a friend's house who told me Veterans is "open" but not to karaoke. It makes me wonder about the boards knowledge of what is going on in the community. There are singing events with multitudes of people going on out there right under our noses! Why not karaoke at Veterans? I am sure if you interacted directly with the community you would find this out. That the overwhelming majority of residents would vote to allow karaoke! I can personally attest to it being competently, with safety, accomplished by both clubs. It is befuddling to me where the line is being drawn between what activities are allowed and which ones are not. This is creating an atmosphere of discontent amongst your constituents. People "spying and telling" on one another, even some of you guilty of this, with no substantiated reason! This is not, as GRFs' motto states "enhancing our quality of life"! LW is not a hospice! We can take care of ourselves and we know how to ask for help when we need it. We truly don't need to be dictated as to how to perform these actions. Taking all of this into account the only medically agreed upon assessment in all of this is this; THE SAFEST PLACE FOR ALL OF US IS OUTDOORS! Noting the fact we have learned how to take care of ourselves, one would ask, what is the problem? Do the community what would be a popular and. compassionate favor. Open Veterans Plaza to karaoke!



**Subject: Re: KARAOKE AT VETERAN'S PLAZA - need your help !!!**

**Reply-To:** michelle4311 <[michelle4311@verizon.net](mailto:michelle4311@verizon.net)>

Dear committee

I Ruby Johnson have a big interest in singing, We need something that helps us mentally and physically. Music is very good therapy. We all need to have a good pattern for using the plaza. If we all be consistent it will work. We can provide our own equipment and mics. Set up our chairs 3 seats apart and sanitize after each singer. Mask will have to be mandatory with no excuses. Have strict rules or no participation. for anyone.. You guys can give us a trial period of 3 months. thank you  
Ruby Johnson

**Subject:** Karaoke in Veterans Plaza LWSB

Greetings GRF Directors

My name is Ron Belben I've lived in LWSB Mutual 2 for a little over three years. I had a bunch of life changes so I moved here from Paso Robles Ca, a small rural town on the Central Coast of Ca, for all the amenities LWSB had to offer.

I found one of the most life enriching, inclusive and fun activities in LWSB was the Karaoke group and I made lots of friends in the group. Since Covid 19 shut down all the Clubhouses in LW, I and many others have really missed the human bonding, the interactions, the laughter, we had most Wednesday nights.

Now that we've learned so much about how Covid 19 spreads, it's time we safely re-start some of our amenities we've missed. Veterans Plaza is a perfect location for the Karaoke group. Using the State guidelines we can do it safely for everyone. The Karaoke group has their own equipment, the microphones will be sanitized between each singer, singers will be at least 10ft away from anyone, masks will be mandatory except while singing and social distancing can't be done.

We've evolved enough on this Covid 19 journey to know how to do things safely. We're not stupid kids, we are mature senior adults, we know right from wrong. These are our Golden Years and the clock is ticking for all of us, so please let us enjoy life again while we still can.

Thank You...

Ron Belben

Mutual 2

1482 Merion Way #31L

Seal Beach, Ca 90740

(805) 801-2167

August 18, 2020

GRF Board of Directors

Directors,

As an officer of the Bisque-its Ceramics Club I would like to propose the opening of the Ceramics Room *only* to load and unload the kilns. Much thought has been put into this proposition to comply with COVID safety protocols, so I would ask that you read through the proposal with an open mind.

First of all, I would like to remind the Board that the sewing room has been used throughout the COVID pandemic. Caution is being taken so that all safe protocols are kept. The fact that the individuals using the sewing room are making face masks is moot to the logic that a room can be utilized safely with no harm to shareholders or staff.

During the closure of all GRF facilities, members of the Bisque-its Ceramic club have been working on projects in the safety of their own homes. However, the process of making ceramic pieces necessitates the use of the kilns at different stages of the production of the piece. Some items need to be fired in the kiln multiple times. Our proposal to utilize the Ceramics Room solely for the purpose of loading and unloading the kilns is as follows:

1. We would require the room to be unlocked for a period of about 45 minutes for two consecutive days each week (or every other week).
2. A table would be set up outside the north-facing door to the Ceramics Room blocking the entrance. The door would be open with access to the table from both outside and inside the room.
3. One or two members would “man the room,” wearing PPE (gloves and masks and keep social distance at all times.
4. Club members would either line up at 6 foot intervals (or stay in their cars to wait for their turn) to place their ceramic pieces that require firing on the table and walk back to their vehicle. No one would be entering the room.
5. The ceramic piece(s) will be removed from the table in the doorway and brought inside the room. At this point, another club member may approach the drop-off table, leaving their piece(s). This would continue until all members’ pieces have been brought inside the room.
6. Then the attendant(s) will load the kilns, turn them on, bring the table back inside, and close up the room.
7. The same protocols will be used for pick up. One person at a time may approach the pick-up table in the doorway and ask for their piece(s). Once that person has left the table, the next may approach. Social distancing will apply at all times.

Thank you for reviewing this proposal. I trust you can see that responsible measures are being suggested to keep shareholders safe while allowing them to once again enjoy the pleasure of creating a ceramic work of art to its completion. If you have any other suggestions which will make this proposal more viable, I would appreciate hearing them.

Thank you for your consideration.

Sincerely,

Karen Oja (714.296.7545) Mutual 9, 210E  
Vice President  
Bisque-its Ceramics Club

**Subject:** Status of Bus Entrance to Leisure World

Hi Kathy, reaching out to see if you can let us know the status of us to bring buses in to pick up passengers at the amphitheatre? We will have a few day tours in October and November with a limited number of passengers and want to make sure the bus will be permitted to enter.

Thank you,

Dustin G. Teichman  
President/CEO  
Good Times Travel, Inc.  
Office (714) 848-1255 – Cell (949) 413-3605  
17132 Magnolia St. - Fountain Valley - CA - 92708

**Subject:** Library update

On September 23 all of the public libraries in Orange County will move into a new phase where they let patrons into the building under certain restrictions. I will attach a flyer for your information. The big push is to make it possible for individuals to have (by reservation) access to a computer. Seal Beach Library will have 4 computers available. They will not provide personal coaching, but have prepared written instructions to give out. They will have videos and dvd's available and reserved books available. Patrons will not be allowed to roam throughout the building. The restrooms will be closed.

Maybe this can provide a guide for the re-opening of our library.

Esther Cummings

Paula, Marsha, Nick, Irma and JoAnn,

The following Friends of the Library Re-Opening Plan is being proposed by their President, Cynthia Arance ([cyn.bix@gmail.com](mailto:cyn.bix@gmail.com)). Please direct all questions or concerns to Cynthia. Thank you very much.

Best Regards,  
Janet

----- Original message -----

From: Cynthia Arance <[cyn.bix@gmail.com](mailto:cyn.bix@gmail.com)>

Date: 9/24/20 2:14 PM (GMT-08:00)

To: Janet Isom <[jisom@lwsb.com](mailto:jisom@lwsb.com)>

Subject: Friends of the Library - holiday re-opening

My name is Cynthia Arance. I am the President of Friends of the Library. I would like to ask if we could open our store "by appointment only," meaning that we'd have 2-3 volunteers and only 3-4 customers in the store to shop at one time.

I have Halloween, Thanksgiving and Christmas boutique items stored (all pre-Covid) from last year. We've cleaned our dvds, books, etc.

Our business hours are Monday-Friday 9:30 am - 3:30 pm and Saturday 9:30 am - 12:30pm. All would be negotiable by your committee.

Please email or call me with questions or concerns. Of course, no masks, no entry.

Thank you for your consideration.

Cynthia  
562-357-4218

OC PUBLIC LIBRARIES

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### Grab & Go

Tues - Thur 11:00am - 7:00pm

Fri - Sat 9:00am - 5:00pm

### Curbside Pick-Up

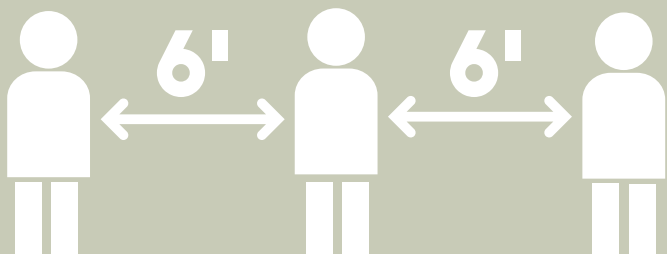
Tues -Thur 12:00pm - 6:00pm

Fri - Sat 10:00am-4:00pm

\*Laguna Hills Tech and Laguna Woods:  
Mon - Fri 10am-4:30pm



OPEN



## SERVICES

- Designated browsing area
- Self check-out stations
- Distanced single-use computer stations by reservation

## FOR MORE INFORMATION



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Orange County, CA  
Public Libraries 13  
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## **Subject: Criteria for Reopening LW Areas**

Hi Paula.

I've been watching the COVID subcommittee on YouTube Live. Thanks so much for offering this service to shareholders. It keeps us engaged and allows for transparency.

I would like to offer my thoughts of some items discussed in the Sept. 3rd COVID subcommittee meeting.

My mother moved to Leisure World in March 2020 just as this pandemic was shutting down our economy and our normal lives. As we researched areas where my mother could transition from her home of 60 years in Burbank to a place where maintenance, security and activities were very important for older people, my mother and I agreed the services offered at Leisure World would allow her to live a thriving lifestyle. The reasons for moving to Leisure World such as recreational and club activities have mostly shut down. We recognize this is an unprecedented time requiring immediate changes to our activities to maintain our health. I appreciate all you are doing to slowly resume these Leisure World opportunities.

Note: my brother, age 62, recently passed away this July and his death was partially due to COVID according to his death certificate. This pandemic is personally affecting my family in both health and fear. But we all must be willing to accept some risk which is different for each of us.

### **Rule Violations**

There were some thoughts presented in the meeting on how to deal with rule violations. The hard part is rules are constantly changing to protect our health but still allow for healthy activities. I offer these ideas based on rule violations playing common community games.

- Soccer. Yellow card is a warning. Red card is your violation is serious and you are out of the game. Too many yellow cards and you are out of the game.
- Football. You are penalized via yards to progress toward your goal. Five yards is a minor offense. 15 yards is a major offense. Hurting someone is paramount to getting kicked out of the game.
- Basketball. A minor offense hands the ball to the opposing team. More serious offenses allow for free throws for the opposing team. The most serious offense is being kicked out of the game.

For all these rule violations different penalty levels are given.

I suggest assigning severity levels to different infractions.

- Violation of 6 foot distance requires a warning noting name, mutual number and unit number.
- Not wearing a mask when in common areas and not keeping 6 foot distance is the same as above.
- Multiple infractions will deny access of the member to the area where the infraction occurred. It does NOT mean the whole activity or area is shut down. Multiple infractions by many are required to shut down.
- If there are no "referees" or members of the community willing to enforce these violations, then there should be a threshold of observations (through written time and date creating hard data) of when the area becomes restricted for all.

The area in question should NOT be shut down because a single person or small group thinks the violations are rampant when there is no data established. This is what it seems like is happening now and decisions are made based on one's own personal feelings and perspective. Please use all available information including research obtained from reputable journalism sites and science experts plus real data obtained objectively. Please cite and attribute any new rules to this minimal research when communicating these rules to the shareholders.



State guidelines are certainly available and used to establish the rules. For example this guidance regarding common pool areas <https://www.ocgov.com/civicax/filebank/blobdload.aspx?BlobID=115693> I suggest obtaining guidance from state, county and city health agencies before even thinking of creating your own rules, which become our rules when approved by the the full board.

### **Closing Criteria**

When the state, county or local health agencies recommend changes or too many LW rule violations occur. the area in question should become restricted.

### **Vaccination Implications**

Hopefully a threshold can be established when it is known the percentage of LW residents who have received a vaccination. I believe it most likely will be like a flu shot where it will not prevent all occurrences of COVID but will help medically reduce severity and occurrences. Which gets me thinking of what rules are enforced with residents having a common, contagious flu. We all accept some risk when living in a community and socialize. Perhaps a survey is needed and updated regularly. I presume there will be volunteers who can conduct these surveys.

Thank you for the opportunity to express my thoughts.

-Gordon-  
Gordon Smith  
non-resident co-owner and shareholder with Joyce Smith  
1622 Merion Way #38K, Mutual 2  
562-248-6541

--

Gordon Smith  
[gordylb@gmail.com](mailto:gordylb@gmail.com)

## Lapidary Club Re-Opening Plan - Clubhouse 4

Paula, Marsha, Nick, Irma and JoAnn,

The following Lapidary Lab Re-Opening Plan is being proposed by the Lapidary Club President, Dean Jacobus ([dean.jacobus@gmail.com](mailto:dean.jacobus@gmail.com)):

### **Leisure World Lapidary Club COVID 19 plan - October 2020**

#### **Phase One opening plan**

25% of room capacity allowed, consisting of:

1 supervisor/ instructor

6 members

Everyone who enters the club will have a mask on and their temperature taken by the supervisor/instructor. If over 100 degrees, member will be asked to go home and come back when temperature is below 100 degrees.

We have hand sanitizer at the door for everyone to use.

We will attempt to staff the club with 2 shifts from 9am to 12pm and 1 pm to 4pm  
Monday thru Saturday.

Anyone who has no mask, refuses to wear a mask or will not have temperature taken will not be allowed in and will be reported to Security to be escorted out of the Lapidary Lab, if necessary.

#### **Phase Two opening plan**

50% capacity

Rules TBD

Good Morning Mrs. Snowden,

Here are my thoughts on possible events for the remainder of 2020.

1. Fall festival will be Cancelled for 2020,
2. Veterans day event and can food drive November 11, at the Amphitheater small program with limited seating per Covid restrictions and live streamed to the community (If approved)
3. Toys for tots will be put on second week of December at the Amphitheater with a band with limited seating per Covid restrictions and lived steamed to the community with designated toy drop off locations. (If approved)
4. Tree lighting program will be a live streamed event only for about a 30 min the program is in planning. (If approved)
5. Menorah lighting will be a lived streamed only event about 30 min the program is in planning. (If approved)

Clubhouse areas for consideration,

1. pool rooms with limitations.
2. Wood shops with limitations. one supervisor and no more than two workers at a time.

Thank you,

Terry DeLeon  
Recreation Director  
Golden Rain Foundation  
PO Box 2069, Seal Beach, CA 90740

(562) 431-6586, ext. 350 | ✉ [terryd@lwsb.com](mailto:terryd@lwsb.com) | © [www.lwsb.com](http://www.lwsb.com) CONFIDENTIALITY  
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The GRF library will take the following steps to ensure a safe environment for re-opening the library for limited in-person visits:

**General Library Adjustments:**

No more than 20 shareholders inside library at once.

Always require face-coverings to be worn properly inside library.

Limit shareholders to thirty-minute visits.

Remove seating from around the library.

Hourly disinfecting of commonly touched surfaces, such as the copier, in partnership with on-site janitorial staff.

Fax service available but shareholders will not be allowed to line up.

Clearly marked spaces on floor for where to stand when in line to checkout.

Hand sanitizer available for shareholder and staff use.

Restrooms supplied with ample soap for handwashing.

Drinking fountain disabled.

In-person library programming and events indefinitely suspended.

**Computer Adjustments:**

Limit access to computers via thirty-minute appointments only.

Only three computers will be available to comply with social distancing.

Computers surfaces will be cleaned between appointments.

Computer usage must be purpose driven. No solitaire, games, etcetera.

Library headphones will be removed, patrons must bring their own.

**Periodical Adjustments:**

Newspapers not available for in-person perusal.

Magazines available only for checkout and not for in-person perusal.

**Staff Adjustments:**

Recall staff to library one week prior to opening to train on new procedures and catch up on backlog of library work.

No more than five staff working at any given time:

- One staffer at front door checking people into library, ensuring mask usage, monitoring room capacity.
- One staffer at reference desk to provide reference services and computer appointment management.
- Two staffers behind circulation desk, maintaining social distance, and providing circulation services.
- Library Manager in their office available to jump into any position when needed.

No library volunteers for now, staff will take on shelving duties when time permits.

Continue rigorous cleaning and disinfecting of library materials when returned before, after, or during library hours.

Provide PPE to staff including mandatory masks, gloves, and face shields.

**Additional Notes:**

When the library re-opens, we will suspend the curbside program and reinstate library fees. Checkout limits on the number of items shareholders may borrow and how long they may borrow the items for will return to their pre-closure limits.

The library will work with the LW Weekly staff to ensure that the library opening information is conveyed to the community clearly.



# COUNTY OF ORANGE

P R E S S R E L E A S E

WWW.OCGOV.COM

FOR IMMEDIATE RELEASE

Contacts: Molly Nichelson  
Public Information Manager, CEO  
(714) 834-6203  
[ceocom@ocgov.com](mailto:ceocom@ocgov.com)

Jessica Good  
Public Information Manager, HCA  
(714) 834-2178  
[hcacomm@ochca.com](mailto:hcacomm@ochca.com)

## **County of Orange Moves to Red Tier, Re-Opens More of Orange County**

### ***County Health Officer Issues Related, New Orders and Strong Recommendations***

**Santa Ana, Calif.** (September 8, 2020) – Today, the County of Orange moved from the Purple Tier to the Red Tier as a part of the [Governor Newsom's Blue Print for a Safer Economy](#). This allows certain business sectors to re-open immediately and businesses to expand their operations with certain restrictions. Additionally, County Health Officer Dr. Clayton Chau has issued related new Orders and Strong Recommendations, which also include seasonal flu vaccination for certain county residents and visitors. Access the document in its entirety [here](#).

A listing of some of the activities and businesses now re-opened and/or expanded today are as follows:

- [Restaurants](#)
  - May re-open for indoor dining with modifications
  - Capacity must be limited to 25 percent or 100 people, whichever is less
  - Must close every night by 10 p.m.
- [Places of Worship](#)
  - May re-open indoors with modifications
  - Indoor activities must be limited to 25 percent of capacity or 100 people, whichever is less
- [Shopping Centers](#)
  - May re-open with modifications
  - Indoor capacity must be limited to 50 percent for shopping malls, destination shopping centers, and swap meets
  - Common areas are closed
  - Reduced capacity shopping center food courts (see [Restaurants](#) guidelines for more details)
- [Retail](#)
  - May re-open with modifications
  - Retail capacity must be limited to 50 percent



# COUNTY OF ORANGE

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- [Hair Salons and Barbershops](#)
  - May re-open indoors with modifications
- [Personal Care Services](#) (nail salons, body waxing, tattoo parlors, piercing studios, skin care & cosmetology, and massage services)
  - May re-open indoors with modifications
- [Gyms and Fitness Facilities](#)
  - May re-open indoors with modifications
  - Capacity must be limited to 10 percent
- [Movie Theaters](#)
  - May re-open with modifications
  - Capacity must be limited to 25 percent or 100 people, whichever is less
- [Family Entertainment Centers](#)
  - May re-open outdoor only with modifications for activities such as go-kart racing, mini golf, and batting cages
- [Wineries](#)
  - May be open outdoors only with modifications
- [Museums, Zoos and Aquariums](#)
  - May re-open indoors with modifications
  - Indoor activities must be limited to 25 percent of capacity

Orange County residents may search for a business or activity type by visiting <https://covid19.ca.gov/safer-economy/> and typing in “Orange” in the County field, entering the business or activity type, and clicking, “GET LATEST STATUS.”

“Today, Orange County takes another step in the right direction in our fight against COVID-19. As we move into the state’s less stringent “red tier” designation, the restrictions on our business sectors will be significantly relaxed,” said Chairwoman Michelle Steel, Second District. “With our continued hard work, I am confident that we will continue trending in the right direction and move into the Orange tier in the not too distant future. The County of Orange can’t get there without everyone’s help and participation in observing health guidelines.”

A [new blueprint for business sector](#) re-opening was unveiled by Governor Newsom on August 28, 2020, which includes a color-coded, tiered system that will use two metrics to measure the novel coronavirus: spread rate and test positivity percentage.

The tiers are designated by four colors: purple (widespread), red (substantial), orange (moderate) and yellow (minimal with the lowest restrictions).

“As Orange County moves along the State’s new tier system, we must all continue to be vigilant and not let our guard down,” said Vice Chairman Andrew Do, First District. “Adhering to social distancing guidelines, good hygiene, and using face coverings, will ensure that we continue to trend in a positive



# COUNTY OF ORANGE

P R E S S R E L E A S E

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direction so we can reopen more business sectors while ensuring the safety and security of all of Orange County residents.”

Under the new State monitoring guidelines, Orange County is now the Red Tier, the second-most restrictive tier of all the four tiers in the State.

Counties must remain at each tier for a minimum of 21 days. The State’s new website, [www.COVID19.ca.gov](http://www.COVID19.ca.gov), will track the metrics, show an interactive map and list business sectors open by each county.

“Orange County has been hitting the marks from the State but we haven’t been getting the credit we’re due and that’s been a source of frustration for us,” said Supervisor Don Wagner, Third District. “The State should give up on their failed phasing systems and return local control to the counties. Trust local leaders, businesses, and schools to reopen safely.”

The State’s tiers systems are based on two metrics: case rate and the percentage of positive tests. For Orange County to remain in the Red Tier, we will have to report between four to seven COVID-19 cases per 100,000 residents per day and a positivity rate between five percent to eight percent.

“It’s important that Orange County continues to make strides in the right direction,” said Supervisor Doug Chaffee, Fourth District. “We know that many are tired of hearing it, but we see the fruits of people wearing face-coverings, social distancing and ensuring proper hygiene. It’s important to continue to do your part.”

For the Orange County to transition to the Orange Tier – Tier Three - the County will have to report between 1-3.9 new COVID-19 cases per 100,000 residents per day and a positivity rate between 2-4.9 percent for at least two consecutive weeks. This is in addition remaining on the Orange Tier for a minimum of 21 days.

“It is my goal that the County continues to take all the right measures and precautions to ensure the health and safety of our residents, while at the same time, allowing for the safe reopening our economy so Orange County can get back to business,” said Supervisor Lisa Bartlett, Fifth District. “This has been a challenging time for so many people in my district, including many of our small businesses. It’s time for us to move forward and get our economy back on track so Orange County can once again thrive and come back even stronger than before,” she said.

The Orange County school waiver process will not be impacted by the Governor’s new system. Schools can re-open on a widespread basis (without a waiver) once a county is in the red tier for at least two weeks. There will then be a 14-day wait for all K-12 schools in Orange County to be eligible for re-opening in-person education, which will put us on track for September 22, 2020. To view the current list of schools that have applied for a waiver and their respective statuses, please click [here](#).

###

For questions related to COVID-19, visit <http://www.ochealthinfo.com/novelcoronavirus>, or follow the OC Health Care Agency on Facebook ([@ochealthinfo](#)) and Twitter ([@ochealth](#)).



## RECREATION

### **Amphitheater, Phase One – Emergency Operational Procedures**

#### **1. RELIGIOUS SERVICES**

This policy permits the use of the Amphitheater by faith-based organizations, registered with the Recreation Department, and herein referred to as Organizations, to conduct services while access to GRF clubhouses is not available.

- 1.1. This accommodation is for services only; religious study clubs are not eligible.
- 1.2. Reservations must be made through the Recreation Office by emailing [reservationoffice@lwsb.com](mailto:reservationoffice@lwsb.com).
- 1.3. Services are limited to one hour with no more than 100 congregants.
- 1.4. Amphitheater will open Friday through Sunday from 8:30 a.m. to 7:00 p.m. or at the discretion of the Recreation department.
- 1.5. Time slots will be by lottery whenever multiple organizations seek to book the same time.
- 1.6. Amphitheater seating will be taped off and staggered to mark social distancing.
- 1.7. Members of the same household, including caregivers may sit together.
- 1.8. Masks are required at all times. The Officiant may only remove their mask when speaking or conducting worship from the stage.
- 1.9. Singing will be permitted as long as masks are worn.
- 1.10. Passing of communion trays will not be permitted.
- 1.11. No collection container will be passed. A collection container may be used at the entrance.
- 1.12. Congregants must supply their own prayer book, hymnal, or other worship items.
- 1.13. GRF will provide a podium and portable sound system with a hands-free microphone on the stage.
- 1.14. A custodian will be assigned to sanitize equipment, touch surfaces, and seating between services, at the expense of the religious organization.

#### **Document History**

Adopted: XX XXX 20

**Keywords:** Amphitheater Religious COVID  
Services



## **RECREATION**

### **Pool and Spa, Phase One - Emergency Operational Procedures**

The following procedure has been expanded pursuant to regulations recommended by the CDC, State of California, and Orange County and incorporates guidelines for at risk senior communities in particular for aquatic facilities.

**Use of this facility is not allowed if you are exhibiting any symptoms of the coronavirus: Mild to severe respiratory illness with fever, cough and difficulty breathing, or other symptoms identified by the CDC; have been in contact with someone with COVID-19 in the last 14 days; or are a vulnerable individual.**

Usage is limited to lap swimming and aquatic activities such as walking and aerobics. Per county guidance, aquatic venues should avoid activities that promote group gatherings.

- One swimmer per lane, no exceptions
- Spa: Hot pool will remain closed.

#### **1. FACILITIES**

- 1.1. Swimming pool locker rooms will remain closed.
- 1.2. Gates must remain open during operating hours.
- 1.3. Drinking fountains will be turned off. Swimmers must bring their own water.
- 1.4. Furniture will be removed from the pool deck. All common-area chairs and tables will be removed.
- 1.5. No GRF equipment will be available.
- 1.6. Use of locker room is prohibited.

#### **2. POOL ATTENDANTS WILL ACTIVELY MONITOR AND ENSURE SWIMMERS ARE SOCIAL DISTANCED WHEN IN THE WATER.**

The Attendant is in charge at all times and may refuse access or end a reservation at any time for non-compliance or any activity deemed unsafe.

#### **3. MONITORING OF HEALTH AND SAFETY PROTOCOLS**

Recreation Department personnel will monitor use of masks and/or social distancing on the pool deck.

#### **4. SAFETY REQUIREMENTS**

- 4.1. All touch points will be eliminated wherever possible.



## RECREATION

### **Pool and Spa, Phase One - Emergency Operational Procedures**

- 40           **4.2.**      Activity should always be in line with the federal government's advised  
 41                    social distancing measures (defined by the CDC as keeping a minimum of  
 42                    6 feet apart), both in and out of the water, including when arriving at and  
 43                    departing from the pool.
- 44           **4.3.**      Swimmers will follow physical cues (lane lines in the water) and visual  
 45                    cues (tape on the decks, floors or sidewalks) and signs so that swimmers  
 46                    and staff stay at least 6 feet apart.
- 47           **4.4.**      Masks must be worn in all areas until a swimmer enters the pool. Masks  
 48                    must also be worn when swimming is complete.
- 49           **4.5.**      Individuals should wash hands (for 20 seconds or longer) with soap and  
 50                    water or use hand sanitizer prior to entering the pool area.
- 51           **4.6.**      Swimmers will clean and disinfect their equipment, including caps,  
 52                    goggles, nose clips, water weights or other equipment.
- 53           **4.7.**      Sharing of equipment is not allowed.
- 54           **4.8.**      Lap time will be scheduled in 45-minute increments with 15 minutes in  
 55                    between to ensure there are no congregations of individuals waiting to  
 56                    start swimming and to maintain social distancing at the pool, both in the  
 57                    water and on the pool deck.

## **5.      RESERVATIONS**

- 59           **5.1.**      Pool reservation times: First reservation: 8:00 a.m. to 8:45 a.m.; last  
 60                    reservation: 8:00 p.m. to 8:45 p.m.
- 61           **5.2.**      Requests are accepted at <http://www.lwsb.com/reserve> Monday through  
 62                    Sunday before 4:00 p.m. for use the following day. No walk-ins permitted.
- 63           **5.3.**      Members from the same household wanting to swim together will be  
 64                    issued lanes next to each other within the same reservation.

## **6.      SWIMMER CHECK-IN**

- 65           **6.1.**      Swimmers must not arrive more than 10 minutes before reservation time  
 66                    and must adhere to masks and social distancing requirements while  
 67                    queueing on the pool deck.
- 68           **6.2.**      GRF ID must be presented when signing in with the attendant on duty,  
 69                    who will verify reservations.
- 70           **6.3.**      Staff will monitor pool use and resolve any problems, as necessary.
- 71           **6.4.**      Swimmers will shower before entering the pool using the outside showers.



## **RECREATION**

### **Pool and Spa, Phase One - Emergency Operational Procedures**

80 **7. ON THE POOL DECK**

81  
82 Social distancing: Swimmers must adhere to 6-foot social distancing with masks,  
83 at a minimum, at all times in the water and on the pool deck.

84  
85 **8. RESTROOMS**

86  
87 Swimmers are encouraged to use the lavatory prior to arriving at the pool.  
88 Restroom use is limited for single use only.

89  
90 **9. END OF SWIM**

91  
92 Swimmers must leave the immediate area to avoid congregation on the pool deck  
93 or parking areas.

94  
95 **10. GRF MAY CLOSE THE FACILITY COMPLETELY WITHOUT NOTICE.**

96  
97 **11. THE CUSTODIAL CONTRACTOR WILL SANITIZE THE AREA AT REGULAR**  
98 **INTERVALS**

99  
100 **12. RULES OF ETIQUETTE**

101  
102 Any member, who is loud, uses offensive language, demonstrates offensive or  
103 violent behavior, uses profanity, is bothersome to other members/employees,  
104 behaves otherwise in an unbecoming manner, or who is cited for an infraction of the  
105 policies or violations of the code of conduct, may be suspended or terminated from  
106 the Pool and Spa.

#### **Document History**

Adopted: XX XXX 20

**Keywords:** Pool Spa COVID Shower

108



## **RECREATION**

### **Fitness Center, Phase One - Emergency Operational Procedures**

The following procedure has been expanded pursuant to regulations recommended by the CDC, State of California, and Orange County and incorporates guidelines for at risk senior communities in particular for fitness centers.

**Use of this facility is not allowed if you are exhibiting any symptoms of the coronavirus: Mild to severe respiratory illness with fever, cough and difficulty breathing, or other symptoms identified by the CDC; have been in contact with someone with COVID-19 in the last 14 days; or are a vulnerable individual.**

Usage is limited to individual exercise. Per county guidance, fitness venues should avoid activities that promote group gatherings.

#### **1. FACILITIES**

- 1.1. During Phase One, only the primary Exercise Room will be in use. The large and small Multiuse rooms will remain closed.
- 1.2. Fitness Attendants will monitor all activity within the facility
- 1.3. Drinking fountains will be turned off. Members must bring their own water.
- 1.4. All common-area chairs and tables will be removed.
- 1.5. Use of restrooms is limited to 2 persons per restroom at a time. Hand washing prior to and after use is required.

#### **2. MONITORING OF HEALTH AND SAFETY PROTOCOLS**

- 2.1. Recreation Department personnel will monitor use of masks and social distancing.

#### **3. SAFETY REQUIREMENTS**

- 3.1. All touch points will be eliminated wherever possible.
- 3.2. Activity should always be in line with the federal government's advised social distancing measures (defined by the CDC as keeping a minimum of 6 feet apart), including when arriving at and departing from the Fitness Center.
- 3.3. Masks must be worn in all areas.
- 3.4. Individuals should wash hands (for 20 seconds or longer) with soap and water or use hand sanitizer prior to entering the facility.
- 3.5. Exercise equipment and machines will be set 6 feet apart wherever possible. When not possible, Members will be instructed to use alternate machines, leaving one machine vacant between users.



## **RECREATION**

### **Fitness Center, Phase One - Emergency Operational Procedures**

- 41           **3.6.**     Workout times will be scheduled in 45-minute increments with 15  
42                           minutes in between to ensure there are no congregations of individuals  
43                           and to allow for sanitization between sessions.
- 44           **3.7.**     Sharing of equipment/gear is prohibited. Free weights will not be available  
45                           during Phase One, however Members may provide and sanitize their own.
- 46           **3.8.**     Gym bags, purses, or valuables are not permitted in the Center and  
47                           should be left in the member's vehicle or at home.
- 48           **3.9.**     Members must leave the immediate area to avoid congregation in the  
49                           Fitness Center or parking areas.
- 50           **3.10.**    The Attendant and custodial contractor will sanitize the area at regular  
51                           intervals.

#### **4.     RESERVATIONS**

- 53           **4.1.**     Requests are accepted at <http://www.lwsb.com/reserve> Monday  
54                           through Sunday before 4:00 p.m. for exercise the following day. No walk-  
55                           ins permitted.
- 56           **4.2.**     Members from the same household wanting to exercise together may  
57                           use machines next to each other within the same reservation.
- 58           **4.3.**     Reservation times: First reservation: 6:15 a.m.; last reservation: 7:15  
59                           p.m. Monday through Friday; On Saturday and Sunday, the first  
60                           reservation is 7:15 a.m. and the last reservation is 4:15 p.m.

#### **5.     MEMBER CHECK-IN & USAGE GUIDELINES**

- 61           **5.1.**     Members must not arrive more than 10 minutes before reservation time  
62                           and must adhere to masks and social distancing requirements while  
63                           being processed.
- 64           **5.2.**     All Members will check in with their GRF ID card, once they are registered,  
65                           at the Attendant's station.
- 66           **5.3.**     Staff will monitor equipment use and resolve any problems, as  
67                           necessary.
- 68           **5.4.**     Staff will limit use of equipment to 15 minutes when other members are  
69                           waiting.
- 70           **5.5.**     Staff will sanitize equipment prior to another member using it during the  
71                           same 45-minute session.
- 72           **5.6.**     Members must bring their own towel and wear proper athletic footwear or  
73                           be refused admission.
- 74           **5.7.**     Talking on cellphones during workouts is prohibited.



**RECREATION**

**Fitness Center, Phase One - Emergency Operational Procedures**

81 **6. RULES OF ETIQUETTE**

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Any member, who is loud, uses offensive language, demonstrates offensive or violent behavior, uses profanity, is bothersome to other members/employees, behaves otherwise in an unbecoming manner, or who is cited for an infraction of the policies or violations of the code of conduct, may be suspended or terminated from the Fitness Center.

**Document History**

Adopted: XX XXX 20

**Keywords:** Fitness            COVID            Mask  
                  Center

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**RECREATION**

**COVID-19 - Emergency Operational Rule**

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- 1. Due to the current world-wide health epidemic, Golden Rain Foundation (GRF) will create all necessary rules, procedures, and if necessary, penalties, to minimize our community’s exposure or transmission of this contagious disease.
- 2. Leisure World Seal Beach residents fall into one of the most vulnerable groups of susceptible individuals. Additionally, GRF is committed to the protection of its employees and contracted workers from unnecessary exposure to this disease.
- 3. Working under the strictest guidelines of Federal, California, Orange County, and the City of Seal Beach, GRF will work to set guidelines for the reopening or expanded use of all Trust Property.
- 4. The current California guidelines consist of 4 levels which identify the maximum allowed services, maximum occupancy and guidelines. GRF reserves the right to maintain or establish stricter requirements.
- 5. Criteria for both opening and closing any GRF Trust property or amenity will be determined under the most relevant science and legal limitations.

**Document History**

Adopted: XX XXX 20

**Keywords:** Emergency                      COVID  
                  Operation

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## RECREATION

### Face Mask - Emergency Operational Rule

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1. Public health authorities recommend the face mask is the minimum requirement for protection of both the wearer and the people around the wearer.
  2. A splash shield does not provide that level of protection to the wearer and those around them.
  3. Wearing a face mask is mandatory.
  4. A splash shield made be worn in addition to the required mask.

#### Document History

Adopted: XX XXX 20

**Keywords:** Requirements COVID Mask

13