



COVID-19 AD HOC COMMITTEE

Agenda

Clubhouse Four

Wednesday, March 17, 2021

9:30 a.m.

To view the live COVID19 Ad Hoc Committee meeting:

- Go to www.lwsb.com
- Click on the COVID19 Ad Hoc Meeting Live tab
- The tab will be active at 9:15 am 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, November 5, 2020 (pp. 1-6)

6. Correspondence

a. One Item – Ceramics Proposal (pp. 7-8)

b. One Item – Dog Grooming (p. 9)

c. One Item – Good Friday Service Amphitheater (p. 10)

d. One Items – Pet Policy (p. 11)

e. Three Items – Reopening (pp. 12-16)

f. One Item – Karaoke Club (p. 17)

g. One Item – Golf Tournament (p 18)

7. Subcommittee Reports (N/A)

8. Unfinished Business

- a. Identify issues to be considered in opening new areas, including costs and limitations on use
- b. Determine criteria for closing each area

9. New Business

- a. Clubhouse Six Patio
- b. Make criteria for opening community to outside providers: e.g. casino (pp. 19-23)
- c. NOCE Covid Facility Information (pp. 24-25)

10. Governing Documents

- a. Adopt
 - i. 70-1448-3U, Clubhouses Phase Three – Emergency Operational Procedures (pp. 26-30)
 - ii. 70-1449-3, California COVID Action Levels – Procedures (pp. 31-33))
 - iii. 70-1449-5, California COVID Action Levels (pp. 34-35)
- b. Amend
 - i. 70-1448-3F, Fitness Center Phase One – Emergency Operational Procedures (pp. 36-38)
 - ii. 70-1448-3H, Library Phase One - Emergency Operational Procedures (pp. 39-40)
 - iii. 70-1448-3K, Clubhouse One and Clubhouse Two Woodshops Phase One - Emergency Operational Procedures (pp. 41-42)
 - iv. 70-1448-3M, Art Room Phase One – Emergency Operational Procedures (pp. 43-44)
 - v. 70-1448-3N, Ceramics Room Phase One – Emergency Operational Procedures (pp. 45-46)
 - vi. 70-1448-3O, Lapidary Room Phase One – Emergency Operational Procedures (pp. 47-48)
 - vii. 70-1448-3P, Veterans Plaza Phase Two – Emergency Operational Procedures (pp. 49-52)
 - viii. 70-1448-3R, Mission Park Phase Two – Emergency Operational Procedures (pp. 53-54)
- c. Rescind
- d. Review

11. Future agenda items

12. President's Comments

13. Next Meeting

Thursday, April 1, 2021 – 1:00 p.m.

Clubhouse Four

14. Adjournment



COVID-19 AD HOC COMMITTEE MINUTES

November 5, 2020

The meeting of the COVID-19 Ad Hoc Committee was held on Thursday, November 5, 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. I. Heinrichs, Vice Chair
Ms. M. Gerber

Mr. N. Massetti
Ms. S. Hopewell, Ex-Officio

Also Present: Mr. R. Ankeny, Executive Director
Ms. K. Thayer, Assistant Recreation Manager
Ms. C. Mancilla, Recording Secretary
Three 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; Executive Director Randy Ankeny; 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

The minutes of the October 2, 2020, regular meeting and October 21, 2020, special meeting were approved, as amended.

CORRESPONDENCE

There was no correspondence at the time of the meeting.

SUB COMMITTEE REPORTS (N/A)

UNFINISHED BUSINESS

Identify issues to be considered in opening new areas, including costs and limitations on use

It was the consensus of the Committee to draft a chart on different criteria and review at a work study.

Determine criteria for closing each area

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

NEW BUSINESS

Review Prioritized COVID Venue Openings

The Executive Director provided information on prioritized COVID Venue openings.

Mini Farms

The Recreation Assistant Manager provided updated information on the Mini farms.

RV Lot

The Recreation Assistant Manager provided updated information on the Mini farms.

GOVERNING DOCUMENTS

Adopt 70-1448-3I Knowledge and Learning Center – Emergency Operational Procedures

After a brief discussion, Mr. Massetti MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee members–

TO recommend the GRF BOD adopt 70-1448-3I Knowledge and Learning Center – Emergency Operational Procedures, as presented.

Adopt 70-1448-3Q Clubhouse Six Table Tennis, Phase One – Emergency Operational Procedures

After a brief discussion, Ms. Gerber MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee members–

TO recommend the GRF BOD adopt 70-1448-3Q Clubhouse Six Table Tennis, Phase One – Emergency Operational Procedures, as presented.

Adopt 70-1448-3R Mission Park, Phase One – Emergency Operational Procedures

After a brief discussion, Ms. Heinrichs MOTIONED, seconded by Mr. Massetti and carried unanimously by the Committee members–

TO recommend the GRF BOD adopt 70-1448-3R Mission Park, Phase One – Emergency Operational Procedures, as amended.

After further discussion, Mr. Massetti MOTIONED, seconded by Ms. Snowden and carried unanimously by the Committee members–

TO recommend the GRF BOD approve the implementation of 70-1448-3R Mission Park, Phase One – Emergency Operational Procedures.

Adopt 70-1448-3S Golf Course, Phase Two – Emergency Operational Procedures

After a brief discussion, Ms. Heinrichs MOTIONED, seconded by Ms. Gerber and carried unanimously by the Committee members–

TO recommend the GRF BOD adopt 70-1448-3S Golf Course, Phase Two – Emergency Operational Procedures, as presented.

Adopt 70-1448-3T Golf Course, Phase Three – Emergency Operational Procedures

After a brief discussion, Ms. Heinrichs MOTIONED, seconded by Ms. Gerber and carried unanimously by the Committee members–

TO recommend the GRF BOD adopt 70-1448-3T Golf Course, Phase Three – Emergency Operational Procedures.

After further discussion, Ms. Gerber MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee members–

TO recommend the GRF BOD implement the use of Veteran’s Plaza by choral and religious groups, subject to space availability.

FUTURE AGENDA ITEMS

The Committee concurred to add as future agenda items:

- Phase Four Areas
 - Café events
 - Clubhouses
 - Conference B
 - Conference C
 - Shuffleboard
 - Front Gate Bus Lobby (Security Building)
 - Transportation to Recreation Department
 - Make criteria for opening community to outside providers: e.g. casino buses
 - Kitchen Classroom
 - Hospitality
 - Limited access to Stock Transfer

PRESIDENT’S COMMENTS

President Hopewell provided information and updates throughout the meeting.

ADJOURNMENT

Chair Snowden adjourned the meeting at 2:30 p.m.

Paula Snowden, Chair
COVID-19 AD HOC COMMITTEE

cm 11.05.20



COVID-19 AD HOC COMMITTEE

SUMMARY REPORT Thursday, November 5, 2020 1:00 p.m.

Action/Request	Person Resp.	Cmte. Referral	F C	B O D	Comments
<p>1. UNFINISHED BUSINESS: Identify issues to be considered in opening new areas, including costs and limitations on use</p> <p>It was the consensus of the Committee to draft a chart on different criteria and review at a work study.</p>	Recording Secretary				
<p>2. GOVERNING DOCUMENTS</p> <p><u>Adopt 70-1448-3I Knowledge and Learning Center – Emergency Operational Procedures</u> The Committee moved and recommended the GRF BOD adopt 70-1448-3I Knowledge and Learning Center – Emergency Operational Procedures, as presented.</p> <p><u>Adopt 70-1448-3Q Clubhouse Six Table Tennis, Phase One – Emergency Operational Procedures</u> The Committee moved and recommended the GRF BOD adopt 70-1448-3Q Clubhouse Six Table Tennis, Phase One – Emergency Operational Procedures, as presented.</p> <p><u>Adopt 70-1448-3R Mission Park, Phase One – Emergency Operational Procedures</u> The Committee moved and recommended the GRF BOD adopt 70-1448-3R Mission Park, Phase One – Emergency Operational Procedures, as amended.</p> <p>After further discussion, the Committee moved and recommended the GRF BOD approve the implementation of 70-1448-3R Mission Park, Phase One – Emergency Operational Procedures.</p>	Recording Secretary			✓	
	Recording Secretary			✓	
	Recording Secretary			✓	
				✓	

COVID-19 AD HOC COMMITTEE

<p><u>Adopt 70-1448-3S Golf Course, Phase Two – Emergency Operational Procedures</u> The Committee moved and recommended the GRF BOD adopt 70-1448-3S Golf Course, Phase Two – Emergency Operational Procedures, as presented.</p> <p><u>Adopt 70-1448-3T Golf Course, Phase Three – Emergency Operational Procedures</u> The Committee moved and recommended the GRF BOD adopt 70-1448-3T Golf Course, Phase Three – Emergency Operational Procedures.</p> <p>After further discussion, the Committee moved and recommended GRF BOD implement the use of Veteran’s Plaza by choral and religious groups, subject to space availability.</p>	<p>Recording Secretary</p>			✓	
<p><u>Adopt 70-1448-3T Golf Course, Phase Three – Emergency Operational Procedures</u> The Committee moved and recommended the GRF BOD adopt 70-1448-3T Golf Course, Phase Three – Emergency Operational Procedures.</p> <p>After further discussion, the Committee moved and recommended GRF BOD implement the use of Veteran’s Plaza by choral and religious groups, subject to space availability.</p>	<p>Recording Secretary</p>			✓	
<p>FUTURE AGENDA ITEMS: The Committee moved/concurred to add future agenda items:</p> <ul style="list-style-type: none"> ● Phase Four Areas <ul style="list-style-type: none"> ➤ Café ➤ Clubhouses ➤ Conference B ➤ Conference C ➤ Shuffleboard ➤ Front Gate Bus Lobby (Security Building) ➤ Transportation to Recreation Department events ➤ Make criteria for opening community to outside providers: e.g. casino buses ➤ Kitchen Classroom ➤ Hospitality ➤ Limited access to Stock Transfer 					<p>Recording Secretary</p>

On Sunday, January 10, 2021 Karen Oja <romans16teen@aol.com> wrote:

Dear committee members,

I previously sent the attached proposal to your committee via the GRF Board. I am asking that you revisit the proposal as a stand alone item not in conjunction with any other club or indoor venue. I believe what I have proposed is completely safe and ask that you review it carefully. If there are any other safety factors that you feel should be implemented please let me know. If your inclination is against approval, I would appreciate a return email with your reasoning for declining the proposal.

Thank you.

Have a blessed day,

Karen Oja

Shared via the AOL App

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

Dog grooming & Covid

From: Carol Levine <clevine@lwsb.com>

Date: January 4, 2021 at 3:34:42 PM PST

To: GRF Board <GRFBoard@lwsb.com>

Subject: Dog grooming

My brother, Dr. Kenneth Lichtenstein, who does COVID-19 research at at Eisenhower medical center in Palm Springs, tells me dogs and cat can carry the virus, but don't show symptoms.

Sent from my iPad

From: Lisa Rotchford <radrevdlisa@gmail.com>
Sent: Tuesday, March 2, 2021 6:05 PM
To: Kathy Thayer <kathyt@lwsb.com>
Cc: Redeemer Lutheran Church <[redeemer_lutheran@verizon.net](mailto:redemer_lutheran@verizon.net)>; Lisa Rotchford <radrevdlisa@gmail.com>
Subject: Good Friday Service at Amphitheater

Thank you in advance for your consideration of LW Interfaith's use of the amphitheater on Friday, April 2, 2021 from 12 - 2 p.m. for our "Passover/Easter Event".

This annual event will be the 54th year the religious communities have gathered together in interfaith spirit during the holiest week of the calendar. Attended by 200-400 people (depending on the year), this service of word and music, is usually held in the Redeemer Lutheran sanctuary. Due to the Covid-19 restrictions and protocols, we are unable to gather inside for our traditional 3 hour event, but would like to be socially distance seated outside, masked and no congregational singing and our program reduced to 2 hours. We will have 8 different speakers and inspirational music provided by keyboard and recordings. We would ask for the assistance of Daniel Fabian for IT Tech assistance for microphones and visual presentations. Of course, we will follow all of the GRF protocols (no handouts, etc.) but hope to provide a needed respite and spiritually-uplifting presentation in these uncertain times.

If you have any questions, please do not hesitate to contact me.

Sincerely, with blessings and peace —

The Rev. Lisa Rotchford, Pastor Redeemer Lutheran Church of Leisure World and President of LW Interfaith Council
(714)833-7332
[redeemer_lutheran@verizon.net](mailto:redemer_lutheran@verizon.net)
radrevdlisa@gmail.com

-----Original Message-----

From: Ronde <rondeco@aol.com>

To: randya@lwsb.com <randya@lwsb.com>

Sent: Sun, Feb 28, 2021 8:17 pm

Subject: Pet Policy

Paula when I agreed to send my thought on the pet policies, I made a commitment which I cannot keep in its entirety. There are really too many issues to be resolved in one paper. However, I can share a few thoughts which I believe are pertinent and important. Unfortunately my review and notes are based on the "Pet Policy" submitted by the Mutual 10 attorney, Rosen, which I do not believe were given too much thought.-

Your first challenge is identifying what is a pet, a Service Animal (SA) or an Emotional Support Animal or (ESA). This needs to be outlined in the beginning of all animal policies. Also GRF needs to write it's own policies regarding animals being prohibited in Foundation common areas such as club houses etc. Also pet or animal wastes clean up on Foundation property, insurance requirements, and some legal questions which the current policy doesn't seem to address. Currently, these are addressed within the Mutual policies.

I also like the idea of substituting the word animal for pet. For instance, the Mutual policies have rules about farm animals being prohibited, however, to list rabbits in that designation won't pass the test because they really are a recognized pet. Currently, a wide range of animals can be identified as pets and/or and once a pet is classified as a Service Animal or an ESA then it would make sense to just use the word animals. Then designate what animals might be prohibited. I would be interested in what if any rules we can make about pit bulls. Also weight limits cannot be used with Service Animals or ESA's.

Attorneys need to give us the legal limits we have in how many animals or pets in a unit needs to be addressed by the Mutual policies, there is some question does the law allow one each of a Service Animal, ESA or pet by each qualifying resident in a unit. the current policy limits pets to one per unit. This rule is not addressed by anyone. Someone shared a resident has two German Shepherds in one Mutual and I am aware of a number of Foundation Directors, over the years, have had more than one pet or quadruped. With an ESA designation, which is not recognized by any ADA rules, many residents feel they have a right to take their animals anyplace inside our walls. I do not believe this is correct however, the Foundation and the Mutuals need to get a clear legal answer to this issue. I also believe it is necessary to outline the limitations we have in the identification of service dogs inside our policies.. The law really doesn't leave us much leeway.

There also needs to be a consideration of when a animal should be registered at Stock Transfer. Consider a form of "Intent to bring into LWSB an animal (s)". This could be given to all new residents on their orientation introductions or current residents when acquiring a new pet/animal. This form would make it clear about insurance requirements and licensing requirements which in turn can only be obtained for dogs by vaccinations and spay or neutering thru Long Beach Animal Control.

I could write many many more ideas and suggestions which I hope you may want to hear or read. However I would need several more days to write them up and somehow to identify what policy or paragraph or sentence I am referring too.

Any questions, please do not hesitate to call.

Ronde

PS I could not send this directly to jody or paula so could you forward it for me Randy.

Ronde Winkler
562-431-7807

ACBL Club Safety Considerations Update

In May 2020 we communicated with you about club reopenings. At that time, we informed you that (a) the consensus recommendations of health authorities were (and still are) that people should not yet stop sheltering in place at home, let up on social distancing and wearing masks around others when not at home; (b) widespread testing and contact tracing should be in place in your locality before reopening a bridge club is contemplated; and (c) the numbers of new cases and hospitalizations for COVID-19 should be falling for two weeks before any type of group activities should resume – indeed, to be prudent, not until well after these numbers have fallen. Since that time, the situation has not improved. In fact, over the past week in the United States there have been over 400,000 new coronavirus cases, meaning that the predicted fall wave is underway. The Midwestern and Rocky Mountain States are struggling to control major outbreaks and cases are rising in over 30 states (source: New York Times). It is for these reasons that the ACBL continues to believe that it is too soon for resuming activities such as face-to-face duplicate bridge, particularly since people over age 55 continue to have more frequent complications, hospitalizations and a higher death rate than other age groups.

The ACBL is aware that some bridge clubs have resumed operations and others are planning to do so. We are encouraged by the reported safety measures that clubs have implemented. For the most part, clubs appear to be following the ACBL recommended operational guidelines and best practices for the reopening of bridge clubs. Bridge clubs, other than Unit-owned clubs, are private businesses and, accordingly, the guidelines were strongly recommended for such clubs (they were mandatory for Unit-owned clubs).

Established restrictions and mandates that have been set by your local and state government continue to supersede any guidelines distributed by ACBL. If your state or local government has restrictions for mass gatherings (or prohibits gathering over a certain number of people, such as 10 persons), you should **not** resume bridge play at your club. The ACBL continues to strongly recommend that you err on the side of extreme caution in your decision to reopen given that our membership population faces an increased risk from COVID-19.

For those who are considering reopening, we are repeating the guidelines that we previously published. The ACBL believes that the operational guidelines below should be implemented to mitigate the risk of coronavirus transmission should you choose to reopen.

Facility Preparedness

Prior to reopening, each club is recommended to clean and disinfect all of its hard and soft surfaces in accordance with the guidelines published by the Centers for Disease Control and Prevention (CDC) for [Cleaning and Disinfecting Your Facility](#).

Each club should ensure its employees or staff are adequately trained on: (1) how to clean and disinfect as set forth in the CDC's guidance above; and (2) how to prevent the spread of infectious disease, including, without limitation, [social distancing](#),

[handwashing](#), and not [spreading germs at work](#). Signage to educate players regarding best practices is highly recommended.

When implementing their plans, clubs should utilize the [Interim Guidance for Businesses and Employers to Plan and Respond to COVID-19](#), published by the CDC. The ACBL expects clubs to include the following components in its plans:

Facility Operations and Equipment Sanitization

- Make sure that adequate amounts of needed supplies are on hand as recommended by the CDC.
- All rooms should be properly sanitized daily with appropriate disinfectant.
- Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, chairs, and restrooms.
- Rooms should be adequately ventilated, by circulating fresh air, at the end of each session. In the case of environments where air is supplied by air conditioning systems, these must be carefully maintained with special sanitation procedures performed on the filters.
- Capacity should be limited to no more than fifty percent (50%) of the occupancy limit of the playing area of the property by the club's local building or fire codes.
- Place readily visible signage throughout your building(s) to remind everyone of the best hygiene practices.
- Make hand sanitizer, disinfecting wipes, soap and water, and similar disinfectants readily available to those visiting and playing at your facility.
- Make sure that the distance between the centers of each table is at least 12 feet.
- All equipment used for play (for example, boards, club bidding boxes, cards) should be sanitized at the end of each play session and, in any case, prior to any new session. Consider switching to plastic cards which can be individually cleaned.
- It is highly recommended that full sets of boards be prepared for each table to minimize passing boards between players.
- Consider requiring all players to bring and use only their own personal bidding boxes. If that is not feasible, have East/West players take the first bidding box that they use to subsequent tables so that they are using only that one bidding box.

Employee, Club Member and Visitor Policies

- It should be standard practice to ensure that all players (as well as employees, other visitors, contractors, and service providers) wear appropriately fitted face coverings at all times (individual PPE's as recommended by the CDC). At a minimum, if an individual refuses to wear a face covering, they should be prohibited from entering or playing at your facility.
- As an extra precaution, require screenings for all players (as well as employees, other visitors, contractors, and service providers) who enter the facility by measuring their body temperature on the forehead with laser thermal detection equipment (a no-touch thermometer) to indicate individuals are fever-free.
- All employees, other staff and club members should be instructed to stay at home if they are exhibiting any [symptoms associated with COVID-19](#), such as

coughing, shortness of breath, fever, or other flu-like symptoms.

- If an employee or player tests positive for COVID-19, follow the CDC guidelines for [who should get tested](#) and [what is considered close contact](#).
- Emphasize with players minimum contact, sufficient distancing, and the club's gradual and phased return to normal capacity.
- Allow sufficient planned breaks to allow for players to take bathroom breaks that allow time for adequate hand washing.
- Restrict the offering of any communal food or beverage items. Consider single-use food items in individually wrapped packets. It is highly recommended that the club discontinue any food or beverage offerings during club play.
- Prohibit the travel of players between other Unit facilities/other neighboring bridge clubs. It is considered a best practice to require that all members play only in their own usual local club.
- Kibitzing should be strongly discouraged. If a person is not an employee, other staff member or present to play bridge, they should not be at the club.
- If any club owner is informed or alerted to a case of COVID-19 from employees, other staff or club members, it must communicate the case to local health authorities immediately and cooperate with the local health authorities' response.

Club Member Preparedness & Safety

- All players should be required to take their own temperature routinely at home before arriving at the facility and to remain at home if their temperature is elevated. See above.
- Members should verbally self-certify they are symptom and fever-free prior to entering the facility.
- Particularly for larger clubs, it is highly encouraged that club members sign up in advance for sessions of play to ensure that the capacity requirements above are followed.
- Particularly for larger clubs, consider requiring that members play with the same group of players during each event. For example: members 1-6 play on Monday, Wednesday and Friday and members 7-12 play Tuesday and Thursday.
- During times of non-play (such as East/West movement between rounds), have players maintain at least 6 feet of separation from other individuals if the facility space provides adequate room to do so. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced and enforced.

This information is based on the current recommendations of public health experts. We encourage you to research and follow your local health department guidelines for businesses.

From: Ann Ferrell <annief4g2@icloud.com>
Date: March 5, 2021 at 6:57:04 PM PST
To: Paula Snowden <psnowden@lwsb.com>
Subject: Gym

I think the Gym should open to residents who have completed their immunizations and 2 week waiting time. You could show your immunization card along with your LW ID.

Ann Ferrell
Mutual 1, 14G

On Mar 10, 2021, at 12:48 PM, Denise Potterton <dpotterton.lwsbm1@gmail.com> wrote:

While reviewing the cancelled agenda for the March 4, 2021 I noticed a creative tier structure for Leisure World which includes something referred to as a "green tier" which seems to apply to the Gym, Hospitality Center, bus lobby and several CH meeting rooms.

Per Governor Newsom, there is no green tier:

The new color-coded framework is divided into Widespread, Substantial, Moderate and Minimal tiers, based on COVID-19 case rates and positivity rates. The Widespread (purple) tier is the most restrictive while the Minimal (yellow) tier has the least stringent restrictions.

- Widespread - Purple
- Substantial - Red
- Moderate - Orange
- Minimal - Yellow

There's no green tier because, as Newsom said, "We don't believe that there is a green light, which says go back to the way things were or back to the pre-pandemic mindset."

The GRF Board of Directors has a duty to shareholders to abide by CDC and State standards as it relates to opening facilities. The CDC are the experts in the science of Covid related diseases and those standards should be followed, not a random green tier created by a group of people who are not Doctors or scientists. When we revert to the red tier, most likely April 1 if not sooner, our gym can open at 10% capacity and should be opened at that level.

Thank you

Denise Potterton
Mutual 1

"Being Kind is More Important than Being Right"

SECTORS	Tier 1 Widespread (Case Rate >7 or Test Positivity >8%) CR >10	Tier 2 Substantial (Case Rate 4-7 or Test Positivity 5-8%) CR 4-10	Tier 3 Moderate (Case Rate 1-3.9 or Test Positivity 2-4.9%) CR 1-3.9	Tier 4 Minimal (Case Rate <1 or Test Positivity <2%) CR <1
Post 2 million administered in first Healthy Places Index quartile	CR >10	CR 4-10	CR 1-3.9	CR <1
Post 4 million administered in first Healthy Places Index quartile	CR >10	CR 6-10	CR 2-5.9	CR <2
Hotels and Lodging	Open with modifications	Open with modifications <ul style="list-style-type: none"> +Fitness centers (+10%) 	Open with modifications <ul style="list-style-type: none"> +Fitness centers (+25%) +Indoor pools 	Open with modifications <ul style="list-style-type: none"> +Fitness Centers (50%) +Spa facilities etc.
Gyms and Fitness Centers	Outdoor only with modifications	Open indoors with modifications <ul style="list-style-type: none"> Max 10% capacity +Climbing walls 	Open indoors with modifications <ul style="list-style-type: none"> Max 25% capacity +Indoor pools 	Open indoors with modifications <ul style="list-style-type: none"> Max 50% capacity +Saunas +Steam rooms
Restaurants	Outdoor only with modifications	Open indoors with modifications <ul style="list-style-type: none"> Max 25% capacity or 100 people, whichever is fewer 	Open indoors with modifications <ul style="list-style-type: none"> Max 50% capacity or 200 people, whichever is fewer 	Open indoors with modifications <ul style="list-style-type: none"> Max 50% capacity
Wineries	Outdoor only with modifications	Outdoor only with modifications	Open indoors with modifications <ul style="list-style-type: none"> Max 25% capacity indoors, or 100 people, whichever is fewer 	Open indoors with modifications <ul style="list-style-type: none"> Max 50% capacity or 200 people indoors, whichever is fewer
Bars, Breweries, and Distilleries (where no meal provided; follow restaurant guidance where meal is provided)	Closed	Closed	Open outdoors with modifications	Open indoors with modifications <ul style="list-style-type: none"> Max 50% capacity

On Mar 10, 2021, at 12:10 PM, Margie Thompson <margiethompson98@gmail.com> wrote:

THE FOLLOWING SENT TO BOD FOR VOTE AT MARCH 23 MEETING. KEEP YOUR FINGERS CROSSED !!!

As we have been vaccinated & seeing recovery from Covid, I hope you approve of going into your Phase Two Emergency Operating Procedures ##70-1448-3p

This procedure calls for opening Vets Plaza for singing groups.

Our many karaoke club members are anxious to reserve Vets Plaza for a weekly singing session.

In your Phase 2 Emergency Operating Procedures you state:

2.11. Chairs, properly spaced, will be provided by GRF. (I presume these chairs would be set up by our custodian assigned to clubhouse 3)

Also stated in this procedure:

2.10. All classes must provide their own equipment.

The Community Karaoke Club is an old LW club. It has a 15 to 20 year history of using LW sound equipment stored in our clubhouses. For the last 13 years the karaoke club has met weekly in clubhouse one using the sound equipment stored there. Bill Coleman can assure you that our club always left this equipment in good condition.

We see no reason why the custodian who is working in clubhouse 3 cannot roll out two speakers & the sound machine for our use once a week. It will take 10 minutes of his time to set up. I will be the only one to use this equipment and will personally sanitize it at the end of our session.

We have assured you in previous correspondence that we will be following all the covid guidelines.

Please vote to allow the members of the karaoke club to meet in Vet Plaza using the shareholder's three pieces of LW equipment.

Thank you in advance. On behalf of our membership, we would appreciate your favorable response.

Margie Thompson, President Community Karaoke Club

To: COVID Ad Hoc Committee

FROM: Allan Sewell

Golf Club Member and Tournament Organizer

M6 – 59D

541-324-8558

RE: Request to reinstate golf tournaments

The golf club is requesting that the committee reinstate golf tournaments. We understand the final decision to approve rests with the GRF Board.

The following is a brief description of the Tournaments for your review and consideration. If you have any questions, please contact me.

Men's Golf Tournament

1. Tournaments are played the 2nd and 4th Wednesday.
2. Approximately 40 players.
3. Approximately 11 tee times.
4. 18 holes played (2x around the course).
5. 3 to 4 players per tee time.
6. 1 score card per tee time and one player keeps score for all players playing that tee time.
7. All score cards are collected at the end of the final round.
8. Scores are calculated and results are posted.
9. Coffee and donuts are supplied by club members.

Guys and Gals Golf Tournament

1. Tournaments are played the 3rd Wednesday and the 5th Wednesday if there is one.
2. Approximately 70 players.
3. Approximately 12 tee times.
4. 18 holes played (2x around the course).
5. 4 to 6 players per tee time.
6. 1 score card per tee time and one player keeps score for all players playing that tee time.
7. All score cards are collected at the end of the final round.
8. Scores are calculated and results are posted.
9. Coffee and donuts are supplied by club members.

From: Dustin G. Teichman <dteichman@goodtimestravel.com>
Sent: Wednesday, March 10, 2021 2:08 PM
To: Kathy Thayer <kathyt@lwsb.com>
Cc: Bree Popov <bree@goodtimestravel.com>; Corina Mancilla <corinam@lwsb.com>
Subject: Re: Status of Bus Entrance to Leisure World

Hi Kathy.

At this time we are not requiring a negative test or vaccination to take a tour with us. However, we do have a number of health & safety measures in place which are outlined on the attached or you can browse here: <https://goodtimestravel.com/GTT/PageInfo/covid.aspx>.

Best regards,

Good Times Travel
17132 Magnolia St.
Fountain Valley, CA 92708-3348
Phone (714) 848-1255
<http://www.goodtimestravel.com>

[Browse](#) the *Good Times Travel* 2021-2022 Tour Catalog as a high-resolution online magazine.
[Subscribe](#) to the *Good Times Travel* E-mailer to receive new tours, discounts and announcements directly in your inbox.

From: Kathy Thayer <kathyt@lwsb.com>
Date: Wednesday, March 10, 2021 at 2:02 PM
To: "Dustin G. Teichman" <dteichman@goodtimestravel.com>
Cc: Bree Popov <bree@goodtimestravel.com>, Corina Mancilla <corinam@lwsb.com>
Subject: RE: Status of Bus Entrance to Leisure World

Hi Dustin,

We are starting to get requests to allow casino buses back in here. What can you tell me about your protocol in terms of number of passengers, masks, vaccination or covid test requirements, disinfection procedures, etc. so that I can present it to our Board,?

Kathy Thayer
Assistant Recreation Manager
Golden Rain Foundation
PO Box 2069, Seal Beach, CA 90740



 (562) 431-6586, ext. 398 |  kathyt@lwsb.com |  www.lwsb.com

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From: Dustin G. Teichman <dteichman@goodtimestravel.com>
Sent: Wednesday, March 10, 2021 1:58 PM
To: Kathy Thayer <kathyt@lwsb.com>
Cc: Bree Popov <bree@goodtimestravel.com>; Corina Mancilla <corinam@lwsb.com>
Subject: Re: Status of Bus Entrance to Leisure World

Hi Kathy – just checking in regarding the status of buses entering Leisure World.

Please advise.

Dustin

From: Kathy Thayer <kathyt@lwsb.com>
Date: Monday, October 19, 2020 at 9:28 AM
To: "Dustin G. Teichman" <dteichman@goodtimestravel.com>
Cc: Bree Popov <bree@goodtimestravel.com>, Corina Mancilla <corinam@lwsb.com>
Subject: RE: Status of Bus Entrance to Leisure World

Hi Dustin,

The committee has been focusing on getting some of our own venues open under tight restrictions and not on outside events. It is unlikely they will allow tour buses in here for the rest of 2020, but I will let you know if there is any change in that policy.

Kind regards,

Kathy Thayer
Assistant Recreation Manager
Golden Rain Foundation
PO Box 2069, Seal Beach, CA 90740



☎ (562) 431-6586, ext. 398 | ✉ kathyt@lwsb.com | 🌐 www.lwsb.com

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From: Dustin G. Teichman <dteichman@goodtimestravel.com>
Sent: Monday, October 19, 2020 8:58 AM
To: Kathy Thayer <kathyt@lwsb.com>
Cc: Bree Popov <bree@goodtimestravel.com>; Corina Mancilla <corinam@lwsb.com>
Subject: Re: Status of Bus Entrance to Leisure World

Hi Kathy. Any update on this?

Good Times Travel, Inc.
17132 Magnolia St.
Fountain Valley, CA 92708-3348
Phone: (714) 848-1255
<http://www.goodtimestravel.com>

Have you registered to receive the Good Times Travel E-mailer? We'll send new tours, discounts and announcements directly to your inbox. Keep up with what's happening by registering [here](#).

From: Kathy Thayer <kathyt@lwsb.com>

Date: Tuesday, September 15, 2020 at 3:59 PM

To: "Dustin G. Teichman" <dteichman@goodtimestravel.com>

Cc: Bree Popov <bree@goodtimestravel.com>, Corina Mancilla <corinam@lwsb.com>

Subject: RE: Status of Bus Entrance to Leisure World

Hi Dustin,

I am forwarding this to the Covid-19 Ad Hoc Committee for consideration. Currently, tour buses are not permitted under the pandemic restrictions as we are an at-risk community. Our next meeting is October 2 and I will ask that this be added to our agenda.

Kind regards,

Kathy Thayer

Assistant Recreation Manager

Golden Rain Foundation

PO Box 2069, Seal Beach, CA 90740



 (562) 431-6586, ext. 398 |  kathyt@lwsb.com |  www.lwsb.com

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From: Dustin G. Teichman <dteichman@goodtimestravel.com>

Sent: Tuesday, September 15, 2020 3:49 PM

To: Kathy Thayer <kathyt@lwsb.com>

Cc: Bree Popov <bree@goodtimestravel.com>

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

Good Times Travel
Wellness Pledge & Release of Liability Agreement

Wellness Pledge

To be initialed by each person in the traveling party.

- _____ I pledge that I have not tested positive for COVID-19, had close contact with, or helped care for, anyone suspected or diagnosed as having COVID-19, or who is currently subject to health monitoring for possible exposure to COVID-19 during the 14 days prior to my tour with *Good Times Travel*.
- _____ I pledge that I have not had a fever (100.4 F° or higher), felt feverish, had chills, a cough, difficulty breathing, loss of taste/smell or other symptoms of COVID-19 during the 14 days prior to my tour with *Good Times Travel*.
- _____ I pledge that should I develop any symptoms or feel ill while on tour, I will notify the Tour Director immediately.
- _____ I pledge that I will follow all protocols as stated on the reverse of this page to reduce the spread of the virus, as well as those established by any and all governmental agencies with jurisdiction over the area(s) we will visit.
- _____ I pledge that the above declarations are true and correct and understand that any dishonest answers may have serious public health implications. I agree to take personal responsibility for my own health and well-being, to practice social distancing, and to follow the instructions of *Good Times Travel* staff and their supplier partners regarding health protocols. I understand that non-compliance of these measures by myself or my traveling party will result in my/our party not being able to continue on this *Good Times Travel* tour, I will be responsible to get myself back to my vehicle and no refund/credit will be available.

Release of Liability

Good Times Travel has put into place preventative measures to reduce the spread of COVID-19 including, but not limited to reduced passenger capacity, temperature and wellness checks and sanitization procedures for the health, safety and welfare of our travelers, staff and suppliers.

By joining this tour you voluntarily assume all risks associated with exposure to COVID-19 and agree to abide by *Good Times Travel* protocols stated on the reverse of this page to reduce the spread of the virus, as well as those established by any and all governmental agencies with jurisdiction over the area(s) you will visit. *Good Times Travel* reserves the right to remove you from the tour, without refund/credit if you fail to abide by any law, regulation, protocol or policy with regard to reducing the spread of COVID-19.

By signing below you know and understand the contagious nature of COVID-19 and voluntarily assume risks associated with exposure by virtue of your presence on this tour. You understand exposure to COVID-19 may cause personal injury, illness, permanent disability and/or death.

You further understand the risk of becoming exposed to or infected by COVID-19 may result from the actions, omissions or negligence of yourself and others, including, but not limited to *Good Times Travel* staff, suppliers, your fellow travelers and/or their families.

I for myself, and on behalf of my and their heirs, assigns, personal representatives and next of kin voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury (including, but not limited to personal injury, disability, and death), illness, damage, loss, claim, liability or expense of any kind that I may experience or incur in connection with my *Good Times Travel* tour and its activities ("Claims"). I hereby release, covenant not to sue, discharge and hold harmless *Good Times Travel*, its owners, employees and representatives, of and from the Claims. Including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or related thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of *Good Times Travel*, its owners, employees and representatives, whether a COVID-19 infection occurs before, during, or after participation in any *Good Times Travel* tour.

I further agree that if any portion is found to be void or unenforceable, the remaining portions shall remain in full force and effect. No additions, deletions or changes can be made to the release form, and signing it is a requirement for joining the tour.

Tour Name and Date: _____

Printed Name(s): _____ Signature: _____ Date: _____

Printed Name(s): _____ Signature: _____ Date: _____

Good Times Travel

Health & Safety Protocols

Your health, well-being, and enjoyment remain our top focus. Each guest that travels with us deserves a memorable and fulfilling travel experience. And we intend to continue to deliver on that promise we made almost 30 years ago.

To ensure a healthy and enjoyable travel experience we have implemented a number of additional health and safety measures including the following:

1. All guests and staff are required to sign the Wellness Pledge & Release of Liability Agreement prior to boarding the motorcoach each day. Please do not return the form to our office. Instead, print it, sign it and give it to your Tour Director prior to boarding the motorcoach. If you cannot print it or forget it, your Tour Director will have extras available.
2. Your Tour Director will use a touchless infrared thermometer to take your forehead temperature prior to boarding the motorcoach each day. Any guest with a temperature higher than 100.4 degrees (per CDC guidelines) will not be allowed to board the motorcoach.
3. Hand sanitation is required each time you board the motorcoach. Your Tour Director will have a supply or you may use your own in the presence of the Tour Director.
4. As always, seats are assigned based on the date payment was received. Because guests will be distanced as much as possible, please do not change from your assigned seat without approval from the Tour Director. The first row of seats on the motorcoach will be unoccupied to provide for social distancing during the boarding and disembarkation process. We have temporarily suspended our customary daily seat rotation on multi-day tours.
5. Occupancy onboard the motorcoach will be less than 50% (15-28 guests). Therefore, solo travelers will be assigned a seat pair to themselves. Traveling companions from the same household will be sat together. Friends from separate households will be asked to choose which they prefer prior to departure. Occupancy is also limited to 50% onboard other forms of transportation we may use including boats, trains, covered wagons, etc.
6. Face masks must be worn by all guests and staff onboard the motorcoach and whenever the group is gathered. In addition, a face mask may be required by some destinations we visit, even when outdoors. If you must eat a snack or drink water, please do it as quickly as possible and then put the mask back on. Masks with ventilators, neck gaiters, bandanas and face shields (without a mask underneath) are not acceptable.
7. Our local coach operator, *Lux Bus America*, has installed new air filters (MERV 13) which remove respiratory droplets while the entire cabin is exchanged with fresh, outside air approximately 6 times per hour. Electrostatic sprayers are being used to disinfect ALL surface areas inside the motorcoach prior to guests boarding. Throughout the tour, your driver or Tour Director will wipe down common high-touch surfaces on the motorcoach.
8. Specific protocols will vary from hotel to hotel but in general, rooms, restaurants and other guest areas will be deep-cleaned regularly, with rooms disinfected thoroughly between guests. High-traffic areas like lobbies and elevators will be cleaned hourly.
9. We are working closely with our vendors to ensure adequate physical distancing during meals, experiences, and sightseeing. Guests may be rotated in smaller sub-groups when necessary.
10. We have enhanced our already high levels of training for our Tour Directors. These highly trained and knowledgeable individuals have the ability to handle a variety of unexpected situations – including illnesses and emergencies. As always, your Tour Director is there to remove many of the "touch points" involved in travel including the hotel check-in and expedited entry into restaurants, museums and attractions.

In this ever-changing climate these protocols could require adjustment. Your Tour Director will advise you of any changes or additions. Thank you in advance for your patience and understanding.

Thank you for your time and commitment to these collective efforts needed to travel together safely and securely. Let the *good times* roll...

Good Times Travel

AGREEMENT

USE OF FACILITIES BY NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT MADE AND ENTERED INTO **DECEMBER 07, 2020** BY AND BETWEEN **LEISURE WORLD – SEAL BEACH** CALLED THE “FACILITY” AND **THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT/NORTH ORANGE CONTINUING EDUCATION**, HEREINAFTER CALLED THE “DISTRICT”.

WITNESSETH:

WHEREAS THE DISTRICT INTENDS TO PROVIDE CERTAIN EDUCATIONAL PROGRAMS WITHIN THE DISTRICT AND WHEREAS THE DISTRICT INTENDS TO USE CERTAIN FACILITIES WITHIN AND BELONGING TO THE FACILITY AND WHEREAS IT IS NECESSARY:

1. TO CLARIFY THE CONTRACTUAL RELATIONSHIP BETWEEN THE FACILITY AND THE DISTRICT WITH REGARD TO THE USE OF THE FACILITIES BY THE DISTRICT.
2. TO ESTABLISH PROCEDURES FOR THE RESPONSIBILITY OF THE FACILITIES DURING THE TIME THE FACILITIES ARE BEING USED BY THE DISTRICT.

NOW, THEREFORE, THE FACILITY AND THE DISTRICT AGREE AS FOLLOWS:

RESPONSIBILITIES:

- A. THE FACILITY SHALL BE RESPONSIBLE FOR THE CUSTODIAL AND MAINTENANCE SERVICES FOR THE FACILITIES USED BY THE DISTRICT, ADHERING TO THE CLEANING PROTOCOL FOR the SARS-CoV-2 VIRUS, AKA COVID-19 OR THE “CORONAVIRUS”. BOTH PARTIES AGREE TO FOLLOW ALL LOCAL, STATE, AND FEDERAL GUIDELINES REGARDING HUMAN PROTECTION FROM THE CORONAVIRUS (THE “GUIDELINES”). THE GUIDELINES TO STRICTLY FOLLOW ARE LOCATED AT VARIOUS SITES, INCLUDING, BUT NOT LIMITED TO:

[HTTPS://COVID19.CA.GOV/](https://COVID19.CA.GOV/)

[HTTPS://WWW.CDC.GOV/CORONAVIRUS/2019-NCOV/INDEX.HTML](https://WWW.CDC.GOV/CORONAVIRUS/2019-NCOV/INDEX.HTML)

[HTTPS://OCCOVID19.OCHEALTHINFO.COM/](https://OCCOVID19.OCHEALTHINFO.COM/)

THE DISTRICT SHALL NOT HOLD THE EVENT AND SHALL CANCEL THE EVENT IF ALL GUIDELINES WILL NOT, ARE NOT, OR CANNOT BE MET BEFORE, DURING, OR AFTER THE EVENT.

THE DISTRICT SHALL STOP THE EVENT IMMEDIATELY AND SEND ALL INVITEES/PARTICIPANTS AWAY IF THEY ARE OBSERVED NOT TO BE MEETING ALL REQUIRED GUIDELINES.

- B. THE FACILITY SHALL BE RESPONSIBLE FOR MAKING AVAILABLE AN APPROPRIATE CLASSROOM SPACE FOR EDUCATIONAL USE BY THE DISTRICT IN ACCORDANCE WITH THE “GUIDELINES”.
- C. THE DISTRICT WILL PROVIDE EDUCATIONAL PROGRAMS AS DETERMINED BY THE PRESIDENT OF NORTH ORANGE CONTINUING EDUCATION, OR HIS/HER DESIGNEE, FOR SAID FACILITY, AS ADVERTISED IN THE NORTH ORANGE CONTINUING EDUCATION CLASS SCHEDULE.

GENERAL CONDITIONS:

BOTH PARTIES AGREE TO HOLD HARMLESS, DEFEND AND INDEMNIFY THE OTHER PARTY, AND THE OFFICERS, EMPLOYEES, BOARDS, VOLUNTEERS AND AGENTS OF THE OTHER PARTY FROM AND AGAINST ANY AND ALL LOSSES, CLAIMS OR EXPENSES ARISING OUT OF ANY LIABILITY OR CLAIM OF

LIABILITY FOR PERSONAL INJURY, BODILY INJURY TO PERSONS, CONTRACTUAL LIABILITY AND DAMAGE TO PROPERTY SUSTAINED OR CLAIMED TO HAVE BEEN SUSTAINED ARISING OUT OF ACTIVITIES OF THE PARTIES TO THIS AGREEMENT OR THE ACTIVITIES OF EITHER PARTY'S OFFICERS, AGENTS, EMPLOYEES, OR VOLUNTEERS. EACH PARTY FURTHER AGREES THAT NEITHER PARTY SHALL ASSUME ANY RESPONSIBILITY WHATSOEVER FOR ANY PROPERTY LEFT ON THE PREMISES OF **LEISURE WORLD - SEAL BEACH** BY THE STUDENTS. THE PROVISIONS OF THIS INDEMNITY AGREEMENT DO NOT, HOWEVER, APPLY TO ANY DAMAGES OR LOSSES CAUSED BY THE NEGLIGENCE OF THE OTHER PARTY OR ANY OF ITS OFFICERS, EMPLOYEES, VOLUNTEERS, OR AGENTS.

BOTH PARTIES SHALL INSURE ITS ACTIVITIES IN CONNECTION WITH THIS AGREEMENT AND OBTAIN, KEEP IN FORCE, AND MAINTAIN INSURANCE BROAD FORM COMMERCIAL GENERAL LIABILITY (CGL) WITH MINIMUM COMBINED SINGLE LIMITS OF NO LESS THAN \$1,000,000 PER OCCURRENCE/\$3,000,000 AGGREGATE FOR BODILY INJURY, PERSONAL INJURY, AND PROPERTY DAMAGE. THE POLICY PROVIDING THIS COVERAGE SHALL BE ENDORSED TO INCLUDE THE OTHER PARTY AS AN ADDITIONAL INSURED AND PROVIDE THIRTY (30) DAYS' NOTICE OF POLICY CANCELLATION OR MATERIAL CHANGES IN COVERAGE. BOTH PARTIES FURTHER AGREE TO FURNISH CERTIFICATES OF INSURANCE TO THE OTHER PARTY EVIDENCING COMPLIANCE WITH THE INSURANCE REQUIREMENTS LISTED HEREIN.

THIS AGREEMENT SHALL BE EFFECTIVE FOR THE PERIOD BEGINNING **DECEMBER 07, 2020** AND CONTINUE THEREAFTER UNTIL TERMINATED. EITHER PARTY HERETO MAY AT ANY TIME TERMINATE THE AGREEMENT WITH OR WITHOUT CAUSE UPON THIRTY (30) DAYS WRITTEN NOTICE TO THE OTHER PARTY OF SUCH TERMINATION. AT THE END OF SAID THIRTY (30) DAY NOTICE PERIOD, THIS AGREEMENT SHALL BE FORTHWITH TERMINATED FOR ALL PURPOSES.

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED AS OF THE DATE AND YEAR SET FORTH BELOW:

**LEISURE WORLD - SEAL BEACH
13533 SEAL BEACH BLVD
SEAL BEACH, CA 90740**

**NORTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
1830 W. ROMNEYA DRIVE
ANAHEIM, CA 92801**

BY:

BY: VALENTIA PURTELL

TITLE:

**PRESIDENT
NORTH ORANGE CONTINUING EDUCATION**

DATE:

DATE:



RECREATION

Clubhouses, Phase Three – Emergency Operational Procedures

1 The following procedure has been expanded pursuant to regulations recommended by the
 2 CDC, State of California, and Orange County and incorporates guidelines for at risk senior
 3 communities in particular for indoor activities in venues such as clubhouses for group
 4 gatherings.

5
 6 Per county guidance, indoor venues should avoid activities that promote group gatherings
 7 until Orange Tier at the earliest. Restrictions may be modified according to local and state
 8 authorities' recommendations as herd immunity and vaccinations statistics dictate.

9
 10 **Use of any facility is not allowed if you are exhibiting any symptoms of the**
 11 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
 12 **breathing, or other symptoms identified by the CDC; have been in contact with**
 13 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey may**
 14 **require for any GRF Authorized Resident using the facility.**

15 **1. FACE MASKS**

- 16
 17 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
 18 completely.
- 19 **1.2.** Public health authorities recommend the face mask is the minimum
 20 requirement for protection of both the wearer and the people around the
 21 wearer.
- 22 **1.3.** A splash shield/face shield does not provide a level of protection to the
 23 wearer and those around them.
- 24 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

25 26 **Phase Three Clubhouse Rules**

27 **2. FACILITIES**

- 28
 29 **2.1.** During Phase Three, limited access for Clubs at a capacity reduced to 50%
 30 occupancy will be maintained.
- 31 **2.2.** All reservations are at the discretion of the Recreation department.

32 33 **3. MONITORING OF HEALTH AND SAFETY PROTOCOLS**

34
 35 Staff will monitor use of face masks and social distancing.

36 37 **4. SAFETY REQUIREMENTS**

- 38
 39 **4.1.** If you are exhibiting any symptoms of the coronavirus, please do not enter the
 40 facility: mild to severe respiratory illness with fever, cough and difficulty



RECREATION

Clubhouses, Phase Three – Emergency Operational Procedures

- 41 breathing, or other symptoms identified by the CDC; have been in contact with
 42 someone with COVID-19 in the last 14 days; or are a vulnerable individual.
- 43 **4.2.** All touch points will be minimized wherever possible.
- 44 **4.3.** Activity should always be in line with the federal government’s advised social
 45 distancing measures (defined by the CDC as keeping a minimum of 6 feet
 46 apart), including when arriving at and departing from the Clubhouse.
- 47 **4.4.** Individuals should wash hands (for 20 seconds or longer) with soap and water
 48 or use hand sanitizer prior to entering the facility.
- 49 **4.5.** Tables will be limited to 25% of normal capacity.
- 50 **4.6.** Reservations will be limited to 90 minutes to allow for sanitization between
 51 events. Attendees who arrive before their reservation time will be asked to
 52 wait outside the building.

5. RESERVATIONS

- 54 **5.1.** Requests are accepted at the Reservations Office Monday through Friday
 55 before 4:00 PM by telephone or email reservationoffice@lwsb.com. No
 56 walk-ins permitted.
- 57 **5.2.** Private events will be excluded from reservations until Phase 4 with the
 58 exception of memorial services at the discretion of the Reservations Office.
- 59 **5.3.** Catering is restricted during Phase 3 to drop offs only.
- 60 **5.4.** Food preparation in Clubhouse kitchens is prohibited during Phase 3; only
 61 food brought in individual containers and not shared is permissible.

6. CARD GAMES AND SIMILAR ACTIVITIES

- 62 **6.1.** For card games where players touch the cards, upon each dealer rotation,
 63 cards in play must be discarded, sanitized, or kept out of rotation for a
 64 minimum of 7 days, which is a time period sufficiently long to ensure that no
 65 viral contamination remains (based upon the best-known information
 66 available).
- 67 **6.2.** The dealer must use hand sanitizer prior to beginning play at each card table
 68 and immediately at the conclusion of the table rotation.
- 69 **6.3.** Under Phase 3, only 4 players will be permitted at 60-inch round tables to
 70 maximize distancing. Alternatively, the club, at its expense, may provide
 71 plexiglass barriers between players.
- 72 **6.4.** Clubs are required to provide sanitizer for each table.
- 73 **6.5.** Guests are not permitted to attend Club meetings during Phase Three.
- 74
 75
 76
 77
 78
 79
 80



RECREATION

Clubhouses, Phase Three – Emergency Operational Procedures

- 81 **7. VOCAL GROUPS**
- 82
- 83 7.1. Participation is solely at participants own risk.
- 84 7.2. **Masks and 6-foot distancing are required at all times by all attendees.**
- 85 7.3. Singers may remove masks **only** while performing **solo** from the stage with
- 86 a minimum of 20 feet from the audience.
- 87 7.4. Microphones must be sanitized between users and use disposable
- 88 microphone covers which will provided by the club.
- 89 7.5. No physical contact between participants is allowed.
- 90 7.6. Group sizes may be required to be reduced to meet social distancing
- 91 guidelines.
- 92 7.7. Only GRF members may participate; no guests are permitted.
- 93 7.8. Staff may request to see participant’s GRF ID at any time.
- 94 7.9. All classes are self-managed and must provide their own equipment.
- 95 7.10. Chairs, properly spaced, will be provided by GRF.
- 96 7.11. Members should bring sanitizer or wear gloves.
- 97 7.12. The custodial contractor will sanitize all touch surfaces after each event.
- 98 7.13. All Members are subject to the GRF Code of Conduct and violations may
- 99 result in penalties, including loss of privileges and/or fines.
- 100
- 101 **8. RELIGIOUS ORGANIZATIONS**
- 102
- 103 8.1. Participation is solely at participants own risk.
- 104 8.2. **Masks and 6-foot distancing are required at all times by all attendees.**
- 105 8.3. Officiant may remove mask **only** while speaking **solo** from the stage with a
- 106 minimum of 20 feet from the audience.
- 107 8.4. Microphones must be sanitized between users and use disposable
- 108 microphone covers which will provided by the organization.
- 109 8.5. Singing will be permitted as long as masks are worn.
- 110 8.6. No physical contact between participants is allowed.
- 111 8.7. Congregants must supply their own prayer book, hymnal, or other worship
- 112 items.
- 113 8.8. GRF will be provide a podium and portable sound system with a microphone.
- 114 8.9. Passing of communion trays will not be permitted.
- 115 8.10. No collection(s) will be taken onsite, but a receptacle may be provided.



RECREATION

Clubhouses, Phase Three – Emergency Operational Procedures

- 116 **8.11.** Group sizes may be required to be reduced to meet social distancing
117 guidelines.
- 118 **8.12.** Only GRF members may participate; no guests, except member’s caregivers
119 and the Officiant are permitted.
- 120 **8.13.** Staff may request to see participant’s GRF ID at any time.
- 121 **8.14.** Chairs, properly spaced, will be provided by GRF.
- 122 **8.15.** Clubhouse Three restrooms will be available through the lobby and no more
123 than 2 people are permitted in either restroom at a time.
- 124 **8.16.** Members should bring sanitizer or wear gloves.
- 125 **8.17.** The custodial contractor will sanitize all touch surfaces after each event.
- 126 **8.18.** All Members are subject to the GRF Code of Conduct and violations may
127 result in penalties, including loss of privileges and/or fines.
- 128
- 129 **9. ALL TOUCH POINTS WHEREVER PRACTICAL MUST BE ELIMINATED**
- 130
- 131 **9.1.** Drinking fountains will be turned off. Members must bring their own water.
- 132 **9.2.** Ice machines, when made available, are for the exclusive use of the Club or
133 Organization during their meeting and the Custodian is the sole operator of
134 the machine.
- 135 **9.3.** All common-area chairs and tables will be removed until Phase Four.
- 136 **9.4.** Backpacks, purses, or valuables are not permitted in the Clubhouse and
137 should be left in the member’s vehicle or at home. IDs and personal items that
138 can be carried on one’s person are allowed.
- 139
- 140 **10. RESTROOMS**
- 141
- 142 Use of restrooms is limited to 2 persons per restroom at a time. Hand washing prior
143 to and after use is required.
- 144
- 145 **11. END OF RESERVATION**
- 146
- 147 Members must leave the immediate area to avoid congregation in the Clubhouse or
148 parking areas.
- 149
- 150 **12. THE CUSTODIAL CONTRACTOR WILL SANITIZE THE AREA AT REGULAR**
151 **INTERVALS**
- 152
- 153 **13. RULES OF ETIQUETTE**
- 154
- 155 Any Authorized Resident who is loud, uses offensive language, demonstrates
156 offensive or violent behavior, uses profanity, is bothersome to other



RECREATION

Clubhouses, Phase Three – Emergency Operational Procedures

157 members/employees, behaves otherwise in an unbecoming manner, or who is cited
158 for an infraction of the policies or violations of the code of conduct, may be suspended
159 or terminated from use of any amenity.
160

Document History

Adopted: XX XXX 20

Keywords: Clubhouse Recreation COVID Phase
Three

161



California COVID Action Levels - Procedures

1 **1. PURPOSE**

2
3 This document sets out the criteria and related evaluation tools to determine the
4 opening and closing of Golden Rain Foundation (GRF) Trust properties in response to
5 the change of Covid 19 conditions.
6

7 **2. CALIFORNIA COVID ACTION LEVELS**

- 8
9 **2.1.** Purple **Widespread** (Stay home lockdown)
10 **2.2.** Purple **Widespread**
11 **2.3.** Red **Substantial**
12 **2.4.** Orange **Moderate**
13 **2.5.** Yellow **Minimal**
14 **2.6.** Green *No Covid cases (Details undetermined)*
15 **2.7.** The County must remain at lower tier statistics for 3 consecutive weeks
16 before being changed to lower level.
17

18 **3. GRF CRITERIA FOR CHANGE OF TRUST PROPERTY USAGE**

- 19
20 **3.1.** Our urban location is surrounded by 3 large counties with tier ratings. GRF may
21 consider its rating judgements based on the status of those 3 counties (Los
22 Angeles, Riverside and San Bernardino) plus that of Orange County.
23 **3.2.** Many of our employees, vendors and Authorized Resident’s relatives and
24 friends reside and work in those counties.
25 **3.3.** GRF will operate on the basis that moving to a lower level requires that 3 of the
26 4 counties are also on a lower level.
27
28 **3.3.1.** GRF **must** remain at the Orange county level as a minimum.
29

30 **4. HIGHEST EMERGENCY: PURPLE LEVEL (Stay at Home – Lockdown)**

- 31
32 **4.1.** GRF closes all Trust properties for recreational use. (Café, Mini-farms and RV
33 Lot open with no staff support).
34 **4.2.** Only Security, Maintenance for plumbing and electrical emergencies, minimal
35 Administration staffing. Some services may be provided via Zoom.
36 **4.3.** Masks must be worn by all staff.
37 **4.4.** Social distancing must be observed.
38 **4.5.** Masks must be worn when approaching any GRF employee.



California COVID Action Levels - Procedures

- 39 **5. HIGHEST EMERGENCY: PURPLE LEVEL (MINIMAL OPENING FOR URGENT**
- 40 **NEEDS)**
- 41
- 42 **5.1.** GRF closes most Trust properties for recreational use.
- 43 **5.2.** Only Security, Maintenance for plumbing and electrical emergencies, minimal
- 44 Administration staffing. Some services may be provided via Zoom.
- 45 **5.3.** Masks must be worn by all staff.
- 46 **5.4.** Social distancing must be observed.
- 47 **5.5.** Masks must be worn when approaching any GRF employee.
- 48
- 49 **6. PHASE ONE: RED LEVEL**
- 50
- 51 **6.1.** GRF may open Trust properties with Phase One procedures.
- 52 **6.2.** Masks must be worn when approaching any GRF employee.
- 53 **6.3.** Social distancing must be observed.
- 54 **6.4.** Masks must be worn as noted in procedures.
- 55
- 56 **7. PHASE TWO: ORANGE LEVEL**
- 57
- 58 **7.1.** GRF may open Trust properties with Phase Two procedures.
- 59 **7.2.** Masks must be worn when approaching any GRF employee.
- 60 **7.3.** Social distancing must be observed.
- 61 **7.4.** Masks must be worn as noted in procedures.
- 62
- 63 **8. PHASE THREE: YELLOW LEVEL**
- 64
- 65 **8.1.** GRF may open Trust properties with Phase Three procedures.
- 66 **8.2.** Masks must be worn when approaching any GRF employee.
- 67 **8.3.** Social distancing must be observed.
- 68 **8.4.** Masks must be worn as noted in procedures.
- 69
- 70 **9. PHASE FOUR: (GREEN LEVEL)**
- 71
- 72 **9.1.** Three out of four local counties have exited the Yellow Minimal state level.
- 73 **9.2.** GRF may open remaining GRF facilities and services as time and staffing allow.
- 74
- 75

RECREATION

70-1449-3



California COVID Action Levels - Procedures

Document History

Adopted: XX XXX 21

Keywords: COVID Criteria Levels Recreation

76

77

RECREATION

70-1449-5



California COVID Action Levels

1. **TABLE OF GRF TRUST LOCATIONS**

2. The following guidelines may be adjusted at the discretion of the GRF Board.

Location	<u>Stay at home lockdown</u>	<u>Purple</u>	<u>Red</u> Phase 1	<u>Orange</u> Phase 2	<u>Yellow</u> Phase 3	<u>Green</u> Phase 4	Notes: *Open with occupancy limits
Amphitheater	Closed	Closed	Closed	Open*	Open*	Open	
Multi-use Studio	Closed	Closed	Closed	Closed	Closed	Open	
Emergency Radio	Closed	Closed	Closed	Open	Open	Open	
Theater Stage	Closed	Closed	Closed	Open	Open	Open	
Clubhouse 1							
Historical Society	Closed	Closed	Closed	Closed	Closed	Open	
Ladies' Pool	Closed	Closed	Closed	Closed	Open*	Open	
Lobby	Closed	Closed	Closed	Closed	Open*	Open	
Main room	Closed	Closed	Closed	Closed	Open*	Open	
Men's Pool	Closed	Closed	Closed	Closed	Open*	Open	
Picnic Area	Closed	Closed	Closed	Closed	Open*	Open	
Shuffleboard Court	Closed	Closed	Closed	Open*	Open*	Open	
Woodshop	Closed	Closed	Closed	Closed	Open*	Open	
Clubhouse 2							
Lobby	Closed	Closed	Closed	Closed	Open*	Open	
Pool room	Closed	Closed	Closed	Closed	Open*	Open	
Card room	Closed	Closed	Closed	Closed	Closed	Open	
Main room	Closed	Closed	Closed	Closed	Open*	Open	
Dressing room	Closed	Closed	Closed	Closed	Closed	Open	
Woodshop	Closed	Closed	Closed	Closed	Open	Open	
Clubhouse 3							
Cooking Classroom	Closed	Closed	Closed	Closed	Open*	Open	
Genealogy	Closed	Closed	Closed	Closed	Open*	Open	
Learning Center	Closed	Closed	Closed	Closed	Open*	Open	
Lobby	Closed	Closed	Closed	Closed	Open*	Open	
Room 1	Closed	Closed	Closed	Closed	Open*	Open	
Room 2	Closed	Closed	Closed	Closed	Open*	Open	
Room 3	Closed	Closed	Closed	Closed	Closed	Open	
Room 4	Closed	Closed	Closed	Closed	Closed	Open	
Room 5	Closed	Closed	Closed	Closed	Closed	Open	
Room 6	Closed	Closed	Closed	Closed	Closed	Open	
Room 7	Closed	Closed	Closed	Closed	Closed	Open	
Room 8	Closed	Closed	Closed	Closed	Closed	Open	
Sewing room	Closed	Closed	Closed	Closed	Open*	Open	
Clubhouse 4							
Art Studio	Closed	Closed	Closed	Closed	Open*	Open	
Ceramics Studio	Closed	Closed	Closed	Closed	Open*	Open	

(xxx 21)

RECREATION

70-1449-5



California COVID Action Levels

Location	<u>Stay at home lockdown</u>	<u>Purple</u>	<u>Red</u> Phase 1	<u>Orange</u> Phase 2	<u>Yellow</u> Phase 3	<u>Green</u> Phase 4	Notes: *Open with occupancy limits
Lapidary Studio	Closed	Closed	Closed	Closed	Open*	Open	
Room A (West)	Closed	Closed	Closed	Open*	Open*	Open	
Room B (Center)	*Closed	Open*	Open*	Open*	Open*	Open	
Room C (East)	Closed	Closed	Closed	Open*	Open*	Open	
Clubhouse 6							
Fitness Center	Closed	Closed	Closed	Closed	Closed	Open	
Golden Age	Closed	Closed	Closed	Closed	Open*	Open	
Hospitality	Closed	Closed	Closed	Closed	Closed	Open	
Table Tennis	Closed	Closed	Closed	Closed	Open*	Open	
1.8 acres (Mini farms)	Open**	Open**	Open	Open	Open	Open	**No staff
Bus lobby (Security)	Closed	Closed	Closed	Closed	Closed	Open	
Building 5							
Café**	Open**	Open**	Open**	Open*	Open*	Open	**No seating
Conference Room B	Closed	Closed	Closed	Open*	Open*	Open	
Conference Room C	Closed	Closed	Closed	Open*	Open*	Open	
Copy/Distribution	Closed	Closed	Closed	Open*	Open*	Open	
Decal Office	Closed	Closed	Closed	Open*	Open*	Open	
Friends of the Library	Closed	Closed	Closed	Closed	Open*	Open	
Golf course	Closed	Closed	Open*	Open	Open	Open	
Library	Closed	Closed	Phone**	Phone**	Open*	Open*	**Drive up pickup only
Mission Park							
Basketball hoop	Closed	Closed	Closed	Open*	Open*	Open	
Bocce Court	Closed	Closed	Closed	Open*	Open*	Open	
Multi-use Courts	Closed	Closed	Closed	Open*	Open*	Open	
Picnic area	Closed	Closed	Closed	Closed	Open*	Open	
News	Closed	Closed	Phone	Phone	Phone	Phone	
Purchasing	Closed	Closed	Closed	See Copy & Distribution			
Recreation Office	Closed	Closed	Phone	Phone	Phone	Phone	
RV Lot	Open**	Open**	Open**	Open	Open	Open	**No staff
Veterans Plaza	Closed	Closed	Closed	Open*	Open*	Open	

3

Document History

Adopted: XX XXX 21

Keywords: COVID Criteria Levels Recreation

4

5

(xxx 21)



RECREATION

Fitness Center, Phase One - Emergency Operational Procedures

1 The following procedure has been expanded pursuant to regulations recommended by
 2 the CDC, State of California, and Orange County and incorporates guidelines for at risk
 3 senior communities in particular for fitness centers.
 4

5 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
 6 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
 7 **breathing, or other symptoms identified by the CDC; have been in contact with**
 8 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
 9 **required for all GRF members using this facility.**

10
 11 Usage is limited to individual exercise. Per county guidance, fitness venues should avoid
 12 activities that promote group gatherings.
 13

1. FACE MASKS

14
 15
 16 1.1. Wearing a face mask is mandatory. Mask must cover nose and mouth
 17 completely.

18 1.2. Public health authorities recommend the face mask is the minimum
 19 requirement for protection of both the wearer and the people around the
 20 wearer.

21 1.3. A splash shield/face shield does not provide a level of protection to the
 22 wearer and those around them.

23 1.4. A splash shield/face shield may be worn in addition to the required
 24 mask.
 25

2. FACILITIES

26
 27
 28 2.1. During Phase One, only the primary Exercise Room will be in use. The
 29 large and small Multiuse rooms will remain closed.

30 2.2. Fitness Attendants will monitor all activity within the facility

31 2.3. Drinking fountains will be turned off. Members must bring their own
 32 water.

33 2.4. All common-area chairs and tables will be removed.

34 2.5. Use of restrooms is limited to 2 persons per restroom at a time. Hand
 35 washing prior to and after use is required.
 36
 37
 38

RECREATION

Fitness Center, Phase One - Emergency Operational Procedures

- 39 **3. MONITORING OF HEALTH AND SAFETY PROTOCOLS**
 40
 41 Recreation Department personnel will monitor use of masks and social
 42 distancing.
 43
- 44 **4. SAFETY REQUIREMENTS**
 45
 46 **4.1.** All touch points will be eliminated wherever possible.
 47 **4.2.** Activity should always be in line with the federal government's advised
 48 social distancing measures (defined by the CDC as keeping a minimum
 49 of 6 feet apart), including when arriving at and departing from the Fitness
 50 Center.
 51 **4.3.** Masks must be worn in all areas.
 52 **4.4.** Individuals should wash hands (for 20 seconds or longer) with soap and
 53 water or use hand sanitizer prior to entering the facility.
 54 **4.5.** Exercise equipment and machines will be set 6 feet apart wherever
 55 possible. When not possible, Members will be instructed to use alternate
 56 machines, leaving one machine vacant between users.
 57 **4.6.** Workout times will be scheduled in 45-minute increments with 15 minutes
 58 in between to ensure there are no congregations of individuals and to
 59 allow for sanitization between sessions.
 60 **4.7.** Sharing of equipment/gear is prohibited. Free weights will not be available
 61 during Phase One, however Members may provide and sanitize their own.
 62 **4.8.** Gym bags, purses, or valuables are not permitted in the Center and
 63 should be left in the member's vehicle or at home.
 64 **4.9.** Members must leave the immediate area to avoid congregation in the
 65 Fitness Center or parking areas.
 66 **4.10.** The Attendant and custodial contractor will sanitize the area at regular
 67 intervals.
 68
- 69 **5. RESERVATIONS**
 70
 71 **5.1.** Requests are accepted at <http://www.lwsb.com/reserve> Monday
 72 through Sunday before 4:00 p.m. for exercise the following day. No
 73 walk-ins permitted.



RECREATION

Fitness Center, Phase One - Emergency Operational Procedures

74 **5.2.** Members from the same household wanting to exercise together may use
75 machines next to each other within the same reservation.

76 **5.3.** Reservation times: First reservation: 6:15 a.m.; last reservation: 7:15 p.m.
77 Monday through Friday; On Saturday and Sunday, the first reservation is
78 7:15 a.m. and the last reservation is 4:15 p.m.

79

80 **6. MEMBER CHECK-IN & USAGE GUIDELINES**

81

82 **6.1.** Members must not arrive more than 10 minutes before reservation time
83 and must adhere to masks and social distancing requirements while being
84 processed.

85 **6.2.** All Members will check in with their GRF ID card, once they are registered,
86 at the Attendant’s station.

87 **6.3.** Staff will monitor equipment use and resolve any problems, as necessary.

88 **6.4.** Staff will limit use of equipment to 15 minutes when other members are
89 waiting.

90 **6.5.** Staff will sanitize equipment prior to another member using it during the
91 same 45-minute session.

92 **6.6.** Members must bring their own towel and wear proper athletic footwear or
93 be refused admission.

94 **6.7.** Talking on cellphones during workouts is prohibited.

95

96 **7. RULES OF ETIQUETTE**

97

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

103

Document History

Adopted: 27 Oct 20

Keywords: Fitness COVID Mask
 Center

104



RECREATION

Library, Phase One – Emergency Operational Procedures

Due to government restrictions and recommendations brought about by the pandemic, this rule permits the use of the Library, during emergency health crises and incorporates guidelines for at risk senior communities. The GRF will take the following steps to ensure a safe environment for re-opening the Library facility, for limited in-person activity visits.

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. Completion of a COVID Survey is required for all GRF members using this facility.

The Recreation Department will make the Library available for Member usage under the following restrictions:

1. FACE MASKS

- 1.1. Wearing a face mask is mandatory. Mask must cover nose and mouth completely.
- 1.2. Public health authorities recommend the face mask is the minimum requirement for protection of both the wearer and the people around the wearer.
- 1.3. A splash shield/face shield does not provide a level of protection to the wearer and those around them.
- 1.4. A splash shield/face shield may be worn in addition to the required mask.

2. GENERAL LIBRARY REQUIREMENTS

- 2.1. Gloves will be available for use by Members and staff.
- 2.2. Hourly disinfecting of commonly touched surfaces, such as the copier, will be done by the custodial staff.
- 2.3. No more than 6 Members will be allowed inside the library at one time.
- 2.4. Each shareholder is limited to visits of thirty minutes.
- 2.5. Physical distancing is required at all times and measures and indicators will be found within the library to facilitate this, such as floor markings.
- 2.6. Seating will only be available at computer stations.
- 2.7. Copy service will be available with physical distancing observed.
- 2.8. Fax service will be available with physical distancing observed.
- 2.9. Restrooms will be supplied with ample soap for handwashing.
- 2.10. The drinking fountain will not be available for use.

(Oct 20)

GOLDEN RAIN FOUNDATION Seal Beach, California



RECREATION

Library, Phase One – Emergency Operational Procedures

40 **2.11.** In-person library programs and events are suspended during this phase.

41 **2.12.** Library materials will be cleaned and disinfected upon their return.

42 **2.13.** Upon opening, the library curbside program may be suspended.

43 **2.14.** Upon opening, the library fees and checkout limits will be reinstated.

44

3. COMPUTER-RELATED REQUIREMENTS

45

46 **3.1.** Access will be limited to thirty minutes and by appointment only.

47 **3.2.** Only three computers will be available for use to facilitate physical distancing.

48 **3.3.** There will be no library provided headphones. Members must bring their own.

49 **3.4.** Computer usage must be purpose-driven, i.e., no solitaire, games, etcetera.

50 **3.5.** Computer surfaces will be cleaned between appointments.

51

4. PERIODICAL RELATED REQUIREMENTS

52

53 **4.1.** Newspapers will not be made available for in-person perusal.

54 **4.2.** Magazines will be available for checkout only and not for in-person perusal.

55

56

Document History

Adopted: 27 Oct 20

Keywords: Library COVID Computer

57



RECREATION

Clubhouse One and Clubhouse Two Woodshops, Phase One - Emergency Operational Procedures

1 Due to government restrictions and recommendations brought about by the pandemic,
 2 this rule permits the use of the Clubhouse One and Clubhouse Two Woodshops during
 3 emergency health crises and incorporates guidelines for at risk senior communities. The
 4 GRF will take the following steps to ensure a safe environment for re-opening the
 5 Clubhouse One and Clubhouse Two Woodshops, for limited in-person activity.
 6

7 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
 8 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
 9 **breathing, or other symptoms identified by the CDC; have been in contact with**
 10 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
 11 **required for all GRF members using this facility.**

12 The Recreation Department will make the Woodshops available for Member usage under
 13 the following restrictions:
 14

15 **1. FACE MASKS**

16
 17 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
 18 completely.

19 **1.2.** Public health authorities recommend the face mask is the minimum
 20 requirement for protection of both the wearer and the people around the
 21 wearer.

22 **1.3.** A splash shield/face shield does not provide a level of protection to the
 23 wearer and those around them.

24 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

25 **2.** The Supervisor will open the woodshop to members, on a first come, first served
 26 basis.

27 **3.** Providing a Supervisor is available, the woodshops are open Monday through
 28 Friday, between the hours of 8:00 a.m. to 3:00 p.m.

29 **4.** A maximum of 3 members plus a Supervisor may use the room at any given time.

30 **5.** Members must sign in with the Supervisor and provide their ID card.

31 **6.** Only GRF members may participate; no guests are permitted.

32 **7.** The Custodian will sanitize all surfaces after use.

33 **8.** Six (6) foot distancing is required at all times.

34 **9.** All Members are subject to the GRF Code of Conduct and violations may result
 35 in penalties, including loss of privileges and/or fines.



RECREATION

Clubhouse One and Clubhouse Two Woodshops, Phase One - Emergency Operational Procedures

Document History

Adopted: 27 Oct 20

Keywords: Clubhouse One Clubhouse Two Woodshop COVID

38



RECREATION

Art Room, Phase One – Emergency Operational Procedures

1
2 Due to government restrictions and recommendations brought about by the pandemic,
3 this rule permits the use of the Art Room during emergency health crises and incorporates
4 guidelines for at risk senior communities. The GRF will take the following steps to ensure
5 a safe environment for re-opening the Art Room, for limited in-person activity.
6

7 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
8 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
9 **breathing, or other symptoms identified by the CDC; have been in contact with**
10 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
11 **required for all GRF members using this facility.**
12

13 The Recreation Department will make the Art Room available for Member usage under
14 the following restrictions:
15

16 **1. FACE MASKS**

17
18 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
19 completely.

20 **1.2.** Public health authorities recommend the face mask is the minimum
21 requirement for protection of both the wearer and the people around the
22 wearer.

23 **1.3.** A splash shield/face shield does not provide a level of protection to the
24 wearer and those around them.

25 **1.4.** A splash shield/face shield may be worn in addition to the required mask.
26

27 **2.** The Supervisor will open the room to members, on a first come, first served
28 basis.

29 **3.** The Art room is open Monday through Friday, between the hours of 8:00 a.m. to
30 3:00 p.m.

31 **4.** A maximum of 6 members plus a supervisor may use the room at any given time.

32 **5.** Members must sign in with the supervisor and provide their ID card.

33 **6.** Only GRF members may participate; no guests are permitted.

34 **7.** The Custodian will sanitize all surfaces after use.

35 **8.** Six (6) foot distancing is required at all times.

36 **9.** All Members are subject to the GRF Code of Conduct and violations may result
37 in penalties, including loss of privileges and/or fines.
38
39



RECREATION

Art Room, Phase One – Emergency Operational Procedures

Document History

Adopted: 27 Oct 20

Keywords: Requirements COVID Mask Splash Shield/ Art Room
Face Shield

40



RECREATION

Ceramics Room, Phase One – Emergency Operational Procedures

1
2 Due to government restrictions and recommendations brought about by the pandemic,
3 this rule permits the use of the Ceramics Room during emergency health crises and
4 incorporates guidelines for at risk senior communities. The GRF will take the following
5 steps to ensure a safe environment for re-opening the Ceramics Room, for limited in-
6 person activity.

7
8 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
9 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
10 **breathing, or other symptoms identified by the CDC; have been in contact with**
11 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
12 **required for all GRF members using this facility.**

13
14 The Recreation Department will make the Ceramics Room available for Member usage
15 under the following restrictions:

16
17 **1. FACE MASKS**

18
19 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
20 completely.

21 **1.2.** Public health authorities recommend the face mask is the minimum
22 requirement for protection of both the wearer and the people around the
23 wearer.

24 **1.3.** A splash shield/face shield does not provide a level of protection to the
25 wearer and those around them.

26 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

27 **2.** The Supervisor will open the room to members, on a first come, first served
28 basis.

29 **3.** The Ceramics room is open Monday through Friday, between the hours of 8:00
30 a.m. to 3:00 p.m. The kilns may be operated after closing Friday and before
31 opening Monday by a designated person.

32 **4.** A maximum of 6 members plus a Supervisor may use the room at any given time.

33 **5.** Members must sign in with the Supervisor and provide their ID card.

34 **6.** Only GRF members may participate; no guests are permitted.

35 **7.** The Custodian will sanitize all surfaces after use.

36 **8.** Six (6) foot distancing is required at all times.

37 **9.** All Members are subject to the GRF Code of Conduct and violations may result
38 in penalties, including loss of privileges and/or fines.



RECREATION

Ceramics Room, Phase One – Emergency Operational Procedures

Document History

Adopted: 27 Oct 20

Keywords: Requirements COVID Mask Splash Shield/
Face Shield Ceramics

39

RECREATION

Lapidary Room, Phase One – Emergency Operational Procedures

1
2 Due to government restrictions and recommendations brought about by the pandemic,
3 this rule permits the use of the Lapidary Room during emergency health crises and
4 incorporates guidelines for at risk senior communities. The GRF will take the following
5 steps to ensure a safe environment for re-opening the Lapidary Room, for limited in-
6 person activity.

7
8 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
9 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
10 **breathing, or other symptoms identified by the CDC; have been in contact with**
11 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
12 **required for all GRF members using this facility.**

13
14 The Recreation Department will make the Lapidary Room available for Member usage
15 under the following restrictions:

16 17 **1. FACE MASKS**

18
19 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
20 completely.

21 **1.2.** Public health authorities recommend the face mask is the minimum
22 requirement for protection of both the wearer and the people around the
23 wearer.

24 **1.3.** A splash shield/face shield does not provide a level of protection to the
25 wearer and those around them.

26 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

27 **2.** The Supervisor will open the room to members, on a first come, first served
28 basis.

29 **3.** The Lapidary Room is open Monday through Friday, between the hours of 8:00
30 a.m. to 3:00 p.m. The kilns may be operated after closing Friday and before
31 opening Monday by a designated person.

32 **4.** A maximum of 6 members plus a Supervisor may use the room at any given time.

33 **5.** Members must sign in with the Supervisor and provide their ID card.

34 **6.** Only GRF members may participate; no guests are permitted.

35 **7.** The Custodian will sanitize all surfaces after use.

36 **8.** Six (6) foot distancing is required at all times.

37 **9.** All Members are subject to the GRF Code of Conduct and violations may result
38 in penalties, including loss of privileges and/or fines.



RECREATION

Lapidary Room, Phase One – Emergency Operational Procedures

Document History

Adopted: 27 Oct 20

Keywords: Requirements COVID Mask Splash Shield/
Face Shield Lapidary

39



RECREATION

Veterans Plaza, Phase Two – Emergency Operational Procedures

1
2 The California Department of health defines a “gathering” as any event or convening that
3 brings together people in a single room or single space at the same time, such as an
4 auditorium, stadium, arena, large conference room, meeting hall, cafeteria, or any other
5 indoor or outdoor space.

6
7 Due to government restrictions and recommendations brought about by the pandemic,
8 this rule permits the use of the Veterans Plaza during emergency health crises and
9 incorporates guidelines for at risk senior communities. The GRF will take the following
10 steps to ensure a safe environment for re-opening the Veterans Plaza, for limited in-
11 person activity.

12
13 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
14 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
15 **breathing, or other symptoms identified by the CDC; have been in contact with**
16 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
17 **required for all GRF members using this facility.**

18
19 The Recreation Department will make the Veterans Plaza available for Member usage
20 under the following restrictions:

21
22 **1. FACE MASKS**

23
24 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
25 completely.

26
27 **1.2.** Public health authorities recommend the face mask is the minimum
28 requirement for protection of both the wearer and the people around the
wearer.

29
30 **1.3.** A splash shield/face shield does not provide a level of protection to the
wearer and those around them.

31
32 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

33 **2. VOCAL GROUPS**

34
35 The Recreation Department has made Veterans Plaza available for exercise and
36 dance clubs, in good standing in Phase One. In consideration of Covid-19
37 restrictions permitting gatherings in outdoor venues, GRF will reserve space to
38 gather in Veterans Plaza for qualifying vocal clubs during Phase Two under the
39 following conditions:
40



RECREATION

Veterans Plaza, Phase Two – Emergency Operational Procedures

- 41 **2.1.** All reservations must be made through the Recreation Department by
42 emailing reservationoffice@lwsb.com or telephone.
- 43 **2.1.1.** Reservations are limited to 90 minutes, Monday through Friday,
44 no more than once a week, from 8:00 a.m. to 4 p.m. This is the
45 time frame when staff is available for sanitization and monitoring
46 of activities.
- 47 **2.1.2.** Reservations may be preempted by GRF for special events.
- 48 **2.1.3.** In case of multiple similar clubs requesting a reservation,
49 remaining time will be awarded by lottery.
- 50 **2.1.4.** The Recreation Department determines by their discretion, if a
51 particular activity is appropriate for this venue.
- 52 **2.1.5.** No unscheduled event will be allowed at any time.
- 53
- 54 **2.2.** Participation is solely at participants own risk.
- 55 **2.3. Masks and 6-foot distancing are required at all times by all attendees.**
- 56 **2.4.** Singers may remove masks **only** while performing **solo** from the stage.
- 57 **2.5.** Microphones must be sanitized between users and use disposable
58 microphone covers which will provided by the club.
- 59 **2.6.** No physical contact between participants is allowed.
- 60 **2.7.** Group sizes may be required to be reduced to meet social distancing
61 guidelines.
- 62 **2.8.** Only GRF members may participate; no guests are permitted.
- 63 **2.9.** Staff may request to see participant's GRF ID at any time.
- 64 **2.10.** All classes are self-managed and must provide their own equipment.
- 65 **2.11.** Chairs, properly spaced, will be provided by GRF.
- 66 **2.12.** Clubhouse Three restrooms will be available through the lobby and no
67 more than 2 people are permitted in either restroom at a time.
- 68 **2.13.** Members should bring sanitizer or wear gloves.
- 69 **2.14.** The custodial contractor will sanitize all touch surfaces after each event.
- 70 **2.15.** All Members are subject to the GRF Code of Conduct and violations may
71 result in penalties, including loss of privileges and/or fines.
- 72
- 73
- 74
- 75



RECREATION

Veterans Plaza, Phase Two – Emergency Operational Procedures

3. RELIGIOUS ORGANIZATIONS

The Recreation Department has made Veterans Plaza available for exercise and dance clubs, in good standing in Phase One. In consideration of Covid-19 restrictions permitting gatherings in outdoor venues, GRF will reserve space to gather in Veterans Plaza for qualifying religious groups (no religious study groups are eligible) during Phase Two under the following conditions:

3.1. All reservations must be made through the Recreation Department by emailing reservationoffice@lwsb.com or telephone.

3.1.1. Reservations are limited to 90 minutes. The hours are 8:00 a.m. to 8 p.m. daily.

3.1.2. Reservations may be preempted by GRF for special events.

3.1.3. In case of multiple similar clubs requesting a reservation, remaining time will be awarded by lottery.

3.1.4. The Recreation Department determines by their discretion, if a particular activity is appropriate for this venue.

3.1.5. No unscheduled event will be allowed at any time.

3.2. Participation is solely at participants own risk.

3.3. **Masks and 6-foot distancing are required at all times by all attendees.**

3.4. Officiant may remove mask **only** while speaking **solo** from the stage.

3.5. Microphones must be sanitized between users and use disposable microphone covers which will provided by the organization.

3.6. Singing will be permitted as long as masks are worn.

3.7. No physical contact between participants is allowed.

3.8. Congregants must supply their own prayer book, hymnal, or other worship items.

3.9. GRF will be provide a podium and portable sound system with a microphone.

3.10. Passing of communion trays will not be permitted.

3.11. No collection(s) will be taken onsite, but a receptacle may be provided.

3.12. Group sizes may be required to be reduced to meet social distancing guidelines.

3.13. Only GRF members may participate; no guests, except member's caregivers and the Officiant are permitted.



RECREATION

Mission Park – Phase Two – Emergency Operational Procedures

1
2 Due to government restrictions and recommendations brought about by the pandemic,
3 this rule permits the use of the Mission Park – Multi-Use Courts during emergency health
4 crises and incorporates guidelines for at risk senior communities. The GRF will take the
5 following steps to ensure a safe environment for re-opening the Mission Park – Multi-Use
6 Courts, for limited in-person activity.

7
8 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
9 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
10 **breathing, or other symptoms identified by the CDC; have been in contact with**
11 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
12 **required for all GRF members using this facility.**

13
14 The Recreation Department will make the Mission Park – Multi-Use Courts available
15 for GRF legal resident usage under the following restrictions:

16 17 **1. FACE MASKS**

- 18
19 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
20 completely.
- 21 **1.2.** Public health authorities recommend the face mask is the minimum
22 requirement for protection of both the wearer and the people around the
23 wearer.
- 24 **1.3.** A splash shield/face shield does not provide a level of protection to the
25 wearer and those around them.
- 26 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

27 28 **2. PICKLEBALL**

29
30 The following procedure has been expanded pursuant to regulations
31 recommended by the USA Pickleball Association and incorporates guidelines for
32 at risk senior communities in particular.

- 33
34 **2.1.** Play at the Multi-Use court, when opened, must be booked through the
35 <http://www.lwsb.com> website. Walk on games are allowed but reservations
36 have priority.
- 37 **2.2.** Requests are accepted at <http://www.lwsb.com/reserve> Monday through
38 Sunday before 4:00 p.m. for play the following day.
- 39 **2.2.1.** Players must check in with staff to verify their reservation.
- 40 **2.2.2.** Staff may request a player's GRF ID at any time.

RECREATION**Mission Park – Phase Two – Emergency Operational Procedures**

- 41 **2.3.** Hours of operation are 8:30 a.m. to 7:00 p.m. daily. They are posted on the
42 court and on the website.
- 43 **2.3.1.** Scheduling will be adjusted by management as needed to
44 satisfy safety requirements and conform to Staff hours.
- 45 **2.3.2.** GRF may close the facility completely without notice.
- 46 **2.4.** No after game congregation/socializing is permitted in Mission Park, the
47 parking lot or the immediate surrounding area. After their match, players
48 must promptly leave the Mission Park/Clubhouse Two area.
- 49 **2.5.** To eliminate touch points, benches, score tenders, and all tables and chairs
50 will be removed.
- 51 **2.6.** Masks must be worn in all areas until playing begins on the court. Masks
52 also must be worn after play is completed.
- 53 **2.7.** Social distancing as defined by the CDC (maintaining 6 feet of distance)
54 must be maintained at all times.
- 55 **2.8.** Participants should wash their hands with soap and water (for 20 seconds
56 or longer) or use a hand sanitizer before and after each match.
- 57 **2.9.** A disinfecting/sanitizing bucket will be on site, between Bocce and Multi-
58 Use courts for players to use to clean balls and paddles.
- 59 **2.10.** The Clubhouse Two restrooms will be made available; however, no more
60 than 2 players per restroom will be permitted at a time.
- 61 **2.11.** Multi-Use games are limited to one hour of play. Pickleball games are
62 limited to 4 players per court for one hour of play.
- 63 **2.12.** Multi-Use players must provide their own paddles, balls and gloves.
- 64 **2.12.1.** Players must wear gloves when handling the ball and not touch
65 other players' equipment.
- 66 **2.12.2.** Should a ball identified with another player wind up on your side
67 of the court, do not touch the ball with your hands. Use your
68 paddle or feet to advance the ball to the other side of the court.

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