

MEMBER SERVICES COMMITTEE

Committee Meeting Agenda

Tuesday, April 9, 2024 - 10:00 A.M.

Conference Room A/Zoom

This meeting may also be live streamed at www.lwsb.com.

The tab will be active 15 minutes prior to the start 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

Carole Damoci

Maureen Habel

Marla Hamblin

Susan Hopewell

Edward Jablonski

Susan Jacquelin

Teri Nugent – Chair

Camille Thompson

3. Chair Announcements

a. Introduction of Guests and Staff

Marsha Gerber, GRF President

Jessica Sedgwick, Executive Director

Jesse Cripps, Recreation Director

Kathy Thayer, Recreation Manager

Nick Massetti, GRF Representative Mutual Seventeen

Emma Hurtado, Executive Assistant

b. Rules of Order

4. Approval of Minutes

a. Minutes of March 12, 2024 meeting (pp.1-6)

5. Member Correspondence/Comments *(Limited to 3 minutes per person)*

6. Supplementary Staff Reports

a. Monthly Activity Count (pp. 7-9)

b. Community Events Report (pp.11-15)

c. RV Lot Report (pp.17)

d. Minibus Report (pp.19-21)

e. Monthly Variance

7. General

a. Flea Market (pp.23-33)

b. LW 101 Class

c. Commendation Plaque (pp.35)

8. Capital Funding

a. CH2 Flex Space (pp.37-39)

Proposed Resolution: To recommend the Board approve the renovation costs for Clubhouse 2 Flex Space at a cost not to exceed _____, Capital funding.

b. Bistro Tables (pp.41-45)

Proposed Resolution: To recommend the Board to approve the purchase of two (2) 30" bistro tables and a total of four (4) dining chairs from Leisure Creations for a total not to exceed \$2,748.52, Capital funding.

9. Reserve Funding

10. Operating Funding

11. Strategic Initiatives

- a. Revenue Ideas
- b. Copy Center
- c. Café
- d. Transportation (pp.47-60)

12. Governing Documents

- a. Amend 70-1487-1B Recreational Vehicle Lot (RVL) – Rules and Regulations (pp.61-70)
Proposed Resolution: To recommend the GRF Board amend 70-1487-1B, Recreational Vehicle Lot (RVL) – Rules and regulations, renumbering it as 37-1487-1.
- b. Rescind 37-1487.02-1 Recreational Vehicle Lot (RVL) – Vehicle Maintenance (pp.71-73)
Proposed Resolution: To recommend the GRF Board rescind policy 37-1429.02-1, Recreational Vehicle Lot (RVL) – Vehicle Maintenance.
- c. Review 70-1487-6 RV Lot Lease Agreement (pp.75-84)
- d. Review 37-1412.02-1 Smoking Prohibition (pp.85-87)
Proposed Resolution: To recommend the GRF Board amend 37-1412.02-1, Smoking Prohibition, renumbering it as 37-1412-1.
- e. Rescind 37-1449-1 California COVID Action Levels (pp.89-92)
Proposed Resolution: To recommend that GRF Board rescind policy 37-1449-1, California COVID Action Levels.

13. Future Agenda Items

14. Next Meeting Date

- Tuesday, May 14, 2024, at 10:00 a.m. – Conference Room A/Zoom

15. Adjournment

Please be courteous and respectful to other members, Board of Directors and representatives from Management at all times. We ask that you do not raise hands or interrupt the Committee or anyone else who may be speaking. **A member not adhering to these protocols and/or who becomes unruly may be asked to leave the meeting. Failure to comply will result in a special hearing with the Board where disciplinary action may be taken.**

A quorum of the Board may be present at this meeting, no Board business will be discussed. This meeting has been duly noticed. There is no agenda.



MEMBER SERVICES COMMITTEE MINUTES

March 12, 2024

The meeting of the Member Services Committee was held on Tuesday, March 12, 2024, and was called to order at 10:00 a.m. by Chair Nugent in Conference Room A and via Zoom.com, followed by the Pledge of Allegiance.

Present: Carole Damoci
Maureen Habel
Marla Hamblin
Susan Hopewell

Absent: Edward Jablonski
Susan Jacquelin

Staff and Guests: Marsha Gerber, GRF President
Jessica Sedgwick, Executive Director
Jesse Cripps, Recreation Director
Kathy Thayer, Recreation Manager
Tommy Fileto, Recreation Manager via Zoom
Emma Hurtado, Executive Assistant
Lee Melody, GRF Representative Mutual Fourteen
Nick Massetti, GRF Representative Mutual Seventeen
Nine Shareholders/Members

Teri Nugent – Chair
Camille Thompson

CHAIR'S ANNOUNCEMENTS

Chair Nugent greeted and welcomed everyone to the Member Services Committee meeting and introduced Foundation members, guests, and staff. Chair Nugent introduced guests and staff—GRF President Marsha Gerber, Executive Director Jessica Sedgwick, Recreation Director Jesse Cripps, Recreation Manager Kathy Thayer, Recreation Manager Tommy Fileto, and Executive Assistant Emma Hurtado.

APPROVAL OF MINUTES

The minutes of the February 13, 2024 Member Services Committee meeting was approved as presented.

SHAREHOLDER/MEMBER COMMENTS

Four Shareholders/Members commented at the time of the meeting.

CORRESPONDENCE

The Committee reviewed correspondence as presented.

SUPPLEMENTARY STAFF REPORTS

The Recreation Director and Recreation Manager presented the Supplementary Staff Reports included in the meeting packet.

GENERAL

Flea Market

Chair Nugent requested that Golden Age Foundation, Rolling Thunder, the American Legion, and the Filipino American Association of LW be contacted for assistance in sponsoring the kitchen.

Clubhouse 5 Restroom

Chair Nugent reported that the Clubhouse 5 Restroom has been opened.

CAPITAL FUNDING

CH3 Room 9 Kitchen Acoustics

The Recreation Director reported on CH3 Room 9 Kitchen Acoustics.

There was a general consensus to send this item to the Facilities Committee for cost information.

RESERVE FUNDING – N/A

OPERATING FUNDING – N/A

STRATEGIC INITIATIVES

Guest Passes for Golf

There was a general consensus to hold off on Guest Passes for Golf.

Off-Site Regular Bus Service – Shopper Shuttle – Trader Joes

There was a general consensus to hold off on Off-Site Regular Bus Services – Shopper Shuttle.

Revenue Ideas

Chair Nugent requested the committee members come up with Revenue Ideas to be presented in the next scheduled meeting.

GOVERNING DOCUMENTS

Amend 70-1447-1 – Community Gardens Rules

Motion: To send 70-1447-1, Community Gardens Rules to the GRF Board as amended.

First: Camille Thompson
Second: Susan Hopewell

The motion was carried with one (1) no vote (Hamblin) and five (5) yes votes (Damoci, Habel, Hopewell, Nugent, & C. Thompson).

Motion: To recommend the Administration Committee set the fee for the Community Gardens to one \$125 per garden per year.

First: Carole Damoci
Second: Susan Hopewell

The motion was carried with one (1) no vote (Hamblin) and five (5) yes votes (Damoci, Habel, Hopewell, Nugent, & C. Thompson).

Rescind 37-1487-1 – Recreational Vehicle Lot (RVL) – Rules and Regulations

Motion: To recommend the GRF Board rescind policy 70-1487-1, Recreational Vehicle Lot (RVL), Rules & Regulations.

First: Camille Thompson
Second: Maureen Habel

The motion was carried unanimously by the members present.

Review 70-1487-1B, Recreational Vehicle Lot (RVL) – Rules and Regulations

There was a general consensus to bring 70-1487-1B, Recreational Vehicle Lot (RVL) – Rules and Regulations to the next scheduled meeting.

Review 70-1487-6, RV Lot Lease Agreement

There was a general consensus to bring 70-1487-6, Recreational Vehicle Lot Lease Agreement to a future meeting.

Rescind 37-1487.02-1, Recreational Vehicle Lot (RVL) – Vehicle Maintenance

There was a general consensus to bring 37-148.02-1, Recreational Vehicle Lot (RVL) – Vehicle Maintenance to the next scheduled meeting.

Amend 37-1429.01-1, Golf Course Regulations

Motion: To recommend the GRF Board approve the changes to policy 37-1429.01-1, Golf Course Regulations, renaming it 37-1429-1, Golf Course Rules and Regulations as amended.

First: Susan Hopewell
Second: Camille Thompson

The motion was carried with one (1) abstention (Hamblin) and five (5) yes votes (Damoci, Habel, Hopewell, Nugent, & C. Thompson).

Rescind 37-1429.02-1, Golf Course Rules

Motion: To recommend the GRF Board rescind policy 37,1429.02-1, Golf Course Rules.

First: Susan Hopewell
Second: Camille Thompson

The motion was carried with one (1) abstention (Hamblin) and five (5) yes votes (Damoci, Habel, Hopewell, Nugent, & C. Thompson).

Amend 70-1406-1, Limitation on Use of Trust Property – Rules

Motion: To recommend the GRF Board amend policy 70-1406-1, Limitations on Use of Trust Property – Rules, updating its name to 37-1406-1, Limitations on Use of trust Property as amended.

First: Susan Hopewell
Second: Maureen Habel

The motion was carried unanimously by the members present.

Review 35-1023-1, GRF Pet Ownership Rules

Director Hamblin stepped out of the meeting at 11:53am.

Motion: To update policy 35-1023-1, GRF Pet Ownership Rules, to include minor language changes, and request the GRF Board be informed of the policy’s review.

First: Susan Hopewell

Second: Camille Thompson

The motion was carried unanimously by the members present (Damoci, Habel, Hopewell, Nugent & C. Thompson).

Review 37-1203-1, Membership of Clubs

Motion: To update policy 37-1203-1, Membership of Clubs, to include minor language changes, and request the GRF Board be informed of the policy’s review.

First: Susan Hopewell
Second: Maureen Habel

The motion was carried unanimously by the members present (Damoci, Habel, Hopewell, Nugent & C. Thompson).

Review 37-1403-1 Commercial Use of Facilities

Director Hamblin returned at 11:56am.

Motion: To update policy 37-1403-1, Commercial Use of Facilities, to include minor language changes, and request the GRF Board be informed of the policy’s review.

First: Susan Hopewell
Second: Maureen Habel

The motion was carried with one (1) abstention (Hamblin) and five (5) yes votes (Damoci, Habel, Hopewell, Nugent, & C. Thompson).

FUTURE AGENDA ITEMS

- a. Flea Market
- b. NOCE Class – LW 101
- c. Revenue Ideas
- d. Review 70-1487-1B, Recreational Vehicle Lot (RVL) – Rules & Regulations
- e. Review 70-1487-6, RV Lot Lease Agreement
- f. Rescind 37-1487.02-1, Recreational Vehicle Lot (RVL) – Vehicle Maintenance

NEXT MEETING

Tuesday, April 9, 2024, in Conference Room A/Zoom.

ADJOURNMENT

Chair Nugent adjourned the meeting at 11:58 a.m.

Approved Date

Approval Signature

Printed Name

DRAFT

MONTH: MARCH 2024

| Place | Number of Events Per Month | Number of Users | Guests | Count Provided by |
|------------------------------|----------------------------|-----------------|---|-------------------|
| Clubhouse One | | | | |
| Clubhouse One | 27 | 1,254 | CLOSED FIRST 2 WEEKS OF MARCH FOR CONSTRUCTION | Recreation |
| Picnic Area | Open 7 days a week | 0 | n/a | Recreation |
| Pool Room | Open 7 days a week | 393 | 0 | Sign-in Sheet |
| Woodshop | Open 6 days a week | 320 | n/a | Sign-in Sheet |
| Shuffleboard | Open 7 days a week | 332 | n/a | Recreation |
| | | | GUESTS: | TOTAL: |
| TOTAL EVENTS CH1: 27 | MEMBERS: | 2,299 | 0 | 2,299 |
| Clubhouse Two | | | | |
| Clubhouse Two | 57 | 2,749 | n/a | Recreation |
| Corner Pocket Poolroom | Open 7 days a week | 418 | 0 | Sign-in Sheet |
| Mission Park (BBQ AREA) | Open 7 days a week | 90 | n/a | Recreation |
| Bocce | Open 7 days a week | 550 | n/a | Sign-in Sheet |
| Game Room | Open 7 days a week | 35 | 0 | Sign-in Sheet |
| Pickleball | Open 7 days a week | 593 | n/a | Sign-in Sheet |
| | | | GUESTS: | TOTAL: |
| TOTAL EVENTS CH2: 57 | MEMBERS: | 4,435 | 0 | 4,435 |
| Clubhouse Three | | | | |
| Clubhouse Three | 327 | 4,993 | n/a | Recreation |
| Needle Arts Studio | Open 7 days a week | 326 | n/a | Sign-in Sheet |
| Genealogy Library | Open 3 days a week | 132 | 0 | Sign-in Sheet |
| Learning Center | 24 | 103 | n/a | Recreation |
| Veterans Plaza | 24 | 401 | n/a | Recreation |
| | | | GUESTS: | TOTAL: |
| TOTAL EVENTS CH3: 327 | MEMBERS: | 5,955 | 0 | 5,955 |

| Clubhouse Four | | | | |
|---|-------------------------|------------------|---------------------------|----------------------|
| Clubhouse Four | 73 | 1,576 | n/a | Recreation |
| Art Studio | Open 7 days a week | 88 | n/a | Sign-in Sheet |
| Ceramics Studio | Open 7 days a week | 313 | n/a | Sign-in Sheet |
| Lapidary Studio | Open 5 days a week | 305 | n/a | Sign-in Sheet |
| | | | GUESTS: | TOTAL: |
| TOTAL EVENTS CH4: 73 | MEMBERS: | 2,282 | 0 | 2,282 |
| Clubhouse Six | | | | |
| Clubhouse Six | 90 | 2,199 | n/a | Recreation |
| Hospitality | OPEN 23 DAYS | 2,300 | n/a | GAF |
| Fitness Center | Open 7 days a week | 8,330 | REGISTERED USERS: 3172 | Sign-in Sheet |
| Table Tennis | Open 7 days a week | 2,014 | 87 | Sign-in Sheet |
| | | | GUESTS: | TOTAL: |
| TOTAL EVENTS CH6: 90 | MEMBERS: | 14,843 | 87 | 14,930 |
| | | | | |
| Aquatic Center | Open 7 days a week | 3,684 | REGISTERED USERS: 968 | Sign-in Sheet |
| Golf Course | Open 7 days a week | 5,598 | REGISTERED USERS: 594 | Recreation |
| Friends of the Library | Open 6 days a week | 1,141 | n/a | Sign-in Sheet |
| LW Library | Open 6 days a week | 3,826 | n/a | Door Count |
| Video Producer Studio | Open 7 days a week | 42 | n/a | Sign-in Sheet |
| Amphitheater (includes shows/movies) | Open 7 days (Events) | 4,168 | n/a | Recreation |
| Performing Arts Center | Open 7 days a week | 1,038 | n/a | Recreation |
| TOTAL : | MEMEBERS: | 19,497 | | |
| WEEKEND DANCES | DANCES | Residents | Guests | Sign-in Sheet |
| Vinyl Rock - CH 4 | 1 | 61 | 16 | |
| Velvetones- CH 4 | 2 | 210 | 62 | |
| Abilene - CH 2 | 1 | 315 | 76 | |
| | | | GUESTS: | TOTAL: |
| WEEKEND DANCE TOTALS | MEMBERS: | 586 | 154 | 740 |

| OTHER AMENITIES: | MEMBERS: | | 0 | TOTAL |
|------------------|----------|---------|--------|------------|
| TOTAL USERS | EVENTS | MEMBERS | GUESTS | YR TO DATE |
| JANUARY '24 | 361 | 39,801 | 286 | |
| FEBRUARY '24 | 492 | 34,081 | 271 | |
| MARCH '24 | 578 | 49,897 | 241 | 130,237 |



GRF RECREATION DINNER/DANCE COMMUNITY EVENT REPORT

Of the roughly 90 events the Recreation Department produces, the 3 dinner dances are unique. Financially, they are reliant on ticket revenue to offset the cost of dinner. A ticket price is established by estimating the cost of the catering, while the decorations, staffing and entertainment are borne by GRF. As ticket prices rise, sales decline, challenging the viability of these events in the future.

We have included past years' financials for reference on this report although Valentines 2022 was prevented by Covid concerns. The columns in blue represent this year's numbers.

| VALENTINE'S DAY | | | CH2 | ATTENDANCE: | 192 | 210 | N/A |
|-----------------------------|------------|------------|--------|--------------------|------------|------------|--------|
| 2/14/2024 | | | | | | | |
| Catering Expenses & Revenue | | | | GRF Expenses | | | |
| EXPENSE | 2024 | 2023 | 2022 | | 2024 | 2023 | 2022 |
| Catering | \$7,804.32 | \$7,921.86 | | Entertainment | \$1,200.00 | \$1,200.00 | |
| Soda | \$142.94 | | | Decorations | \$1,394.96 | \$925.90 | |
| | | | | Staffing | \$230.00 | \$461.89 | |
| | | | | MISC | | \$547.39 | |
| REVENUE | | | | | | | |
| Tickets: | \$7,500.00 | \$7,860.00 | | Total: | \$2,824.96 | \$3,135.18 | \$0.00 |
| Sponsor: | \$500.00 | | | Budget: | \$4,500.00 | \$3,000.00 | |
| BALANCE: | \$52.74 | -\$61.86 | \$0.00 | BALANCE: | \$1,675.04 | -\$135.18 | \$0.00 |



GRF RECREATION BUS TRIPS COMMUNITY EVENT REPORT

The Recreation Department coordinated Bus Trips are the only Community Events that are expected to be fully offset by ticket sales. We project to produce 10 trips this year. Demand has been high, and Recreation is faced with risk associated with expanding beyond a single bus rental. The bus capacity is limited to 54 attendees; to add another bus we would assume the risk of doubling the expenses with no assurance of selling 54 more tickets. At this juncture we remain committed to a single bus per trip.

| LION KING 2/20/24 | |
|--------------------------|-------------------|
| Attendance: 54 | |
| EXPENSE | |
| Bus Service | \$1,238.70 |
| Event Tickets | \$2,817.00 |
| Staffing | \$234.00 |
| | |
| REVENUE | |
| Tickets Sales | \$4,752.00 |
| Sponsorship | |
| BALANCE: | \$462.30 |

| MJ MUSICAL 3/20/24 | |
|---------------------------|-------------------|
| Attendance: 54 | |
| EXPENSE | |
| Bus Service | \$1,238.70 |
| Event Tickets | \$3,433.00 |
| Staffing | \$234.00 |
| Staff meal | \$30.98 |
| REVENUE | |
| Tickets Sales | \$5,400.00 |
| Sponsorship | |
| BALANCE: | \$463.32 |

GRF RECREATION COMMUNITY EVENT REPORT

Every year, Tommy Fileto coordinates a Super Bowl watch party at CH4. It is well attended and growing in popularity. There are minimal expenses and a great deal of member satisfaction associated with it.

| SUPERBOWL PARTY 2/11/24 | | Attendance: 125 |
|--------------------------------|--|------------------|
| EXPENSE | | |
| Soda & Snacks | | \$114.45 |
| Decorations | | \$16.00 |
| | | |
| | | |
| REVENUE | | |
| Tickets Sales | | |
| Sponsorship | | |
| BALANCE: | | -\$130.45 |



GRF 5.5 ACRE LOT (R.V. LOT) COMMITTEE REPORT

Recreation Department R.V. Lot Report for March 2024:

| Report Item | Number |
|------------------|---|
| Available Spaces | <i>3 (Calls Being Made to Waiting List)</i> |
| Spaces Issued | 4 |
| Mailings Sent | 270 |

SRO Report RV Lot - March 2024:

| SRO Date | Number | Status |
|-------------------|--|----------------|
| 04/02/2024 | <i>Fill-in potholes and low spots from rainstorm</i> | <i>Pending</i> |
| | | |
| | | |
| | | |

SRO Report RV Lot Expense Report - March 2024:

| Item | Cost |
|----------------------------|------|
| <i>No items to report.</i> | |
| | |
| | |
| | |



MEMBER SERVICES COMMITTEE

TO: MEMBER SERVICES COMMITTEE
FROM: GRANT WINFORD, FLEET MANAGER
SUBJECT: MINIBUS MONTHLY REPORT JANUARY 2024
DATE: FEBRUARY 12, 2024
CC: FILE

JANUARY 2024 TOTAL PASSENGER 1869

JANUARY 2023 TOTAL PASSENGER 1949

PASSENGER TOTALS FOR WEEKDAY ROUTES FOR THE MONTH

| A-BUS | B-BUS | C-BUS | D-BUS | E-BUS | CALL INS |
|-------|-------|-------|-------|-------|----------|
| 252 | 282 | 273 | 220 | | 262 |

PASSENGER AVERAGE FOR WEEKDAY ROUTES FOR THE MONTH

| A-BUS | B-BUS | C-BUS | D-BUS | E-BUS | CALL-INS |
|-------|-------|-------|-------|-------|----------|
| 13 | 14 | 14 | 11 | | 13 |

PASSENGER TOTALS / AVERAGE FOR WEEKEND ON-CALL ROUTES

| D-BUS | E-BUS |
|--------|--------|
| 132/33 | 180/45 |

THE ACCESS W/C BUS MADE 205 ONE WAY TRIPS IN THE MONTH OF JANUARY. THE ACCESS BUS PICKED UP 266 PASSENGERS IN THE MONTH OF JANUARY.



MEMBER SERVICES COMMITTEE

TO: MEMBER SERVICES COMMITTEE
FROM: GRANT WINFORD, FLEET MANAGER
SUBJECT: MINIBUS MONTHLY REPORT FEBRUARY 2024
DATE: MARCH 13, 2024
CC: FILE

FEBRUARY 2024 TOTAL PASSENGER 1814
FEBRUARY 2023 TOTAL PASSENGER 1949

PASSENGER TOTALS FOR WEEKDAY ROUTES FOR THE MONTH

| A-BUS | B-BUS | C-BUS | D-BUS | E-BUS | CALL INS |
|-------|-------|-------|-------|-------|----------|
| 242 | 278 | 252 | 212 | | 288 |

PASSENGER AVERAGE FOR WEEKDAY ROUTES FOR THE MONTH

| A-BUS | B-BUS | C-BUS | D-BUS | E-BUS | CALL-INS |
|-------|-------|-------|-------|-------|----------|
| 12 | 13 | 12 | 10 | | 14 |

PASSENGER TOTALS / AVERAGE FOR WEEKEND ON-CALL ROUTES

| D-BUS | E-BUS |
|--------|--------|
| 124/31 | 188/46 |

THE ACCESS W/C BUS MADE 198 ONE WAY TRIPS IN THE MONTH OF FEBRUARY. THE ACCESS BUS PICKED UP 230 PASSENGERS IN THE MONTH OF FEBRUARY.

Leisure World Flea Market

65 tables of great stuff
Sold by LW Resident Owners

Saturday, August 5th, 2017

8:00 am - 12:00 pm

@ Clubhouse 2

13681 El Dorado Drive,

Leisure World

Seal Beach, CA 90740

EVERYONE INVITED

COME LOOK, VISIT, BUY, AND EAT

Gated Community: 1st time visitors, call 714-943-1818
by Friday to be added to Gate List



ACTION REQUEST

DATE:
TO:
FROM:
ACTION:

Background:

Fiscal Impact:

Recommendation:



COMMITTEE ACTION REQUEST

DATE: APRIL 9, 2024
TO: MEMBER SERVICES COMMITTEE
FROM: ADMINISTRATION
ACTION: CAPITAL FUNDING: CLUBHOUSE 2 FLEX SPACE

Background:

On February 13, 2024, the Member Services Committee consented to sending the Clubhouse 2 Flex Space to the Facilities Committee for cost information. On their March 5, 2024 meeting, the Facilities Committee sent the cost information to the Member Services Committee for review.

Fiscal Impact:

Funding to come from Capital.

| | | |
|-----------------------------------|-----------|-----------|
| Remediate the popcorn ceiling | \$ 4,600 | \$ 4,600 |
| Paint Walls and Ceiling | \$ 4,100 | \$ 4,100 |
| Heat Punp | \$ 16,250 | \$ 16,250 |
| Install flooring (carpet squares) | \$ 10,635 | \$ 10,635 |
| Install LED Lighting | \$ 1,950 | \$ 1,950 |
| Option for sink and cabinet | \$ 45,000 | |
| | \$ 82,535 | \$ 37,535 |

Recommendation:

To recommend the Board approve the renovation costs for Clubhouse 2 Flex Space at a cost not to exceed _____, Capital funding.

Clubhouse 2 Flex Room

| | | |
|-----------------------------------|-----------|-----------|
| Remediate the popcorn ceiling | \$ 4,600 | \$ 4,600 |
| Paint Walls and Ceiling | \$ 4,100 | \$ 4,100 |
| Heat Punp | \$ 16,250 | \$ 16,250 |
| Install flooring (carpet squares) | \$ 10,635 | \$ 10,635 |
| Install LED Lighting | \$ 1,950 | \$ 1,950 |
| Option for sink and cabinet | \$ 45,000 | |
| | \$ 82,535 | \$ 37,535 |



COMMITTEE ACTION REQUEST

DATE: APRIL 9, 2024
TO: MEMBER SERVICES COMMITTEE
FROM: ADMINISTRATION MANAGER
ACTION: CAPITAL FUNDING REQUEST: PURCHASE BISTRO TABLES FOR PATIO AREA IN FRONT OF PHARMACY

Background:

The new pharmacy opened with a bistro serving cold sandwiches, drinks, and other food. GRF would like to place two small bistro tables in front of the pharmacy to provide an area for shareholders to sit and consume food purchased in the pharmacy.

Attached is a proposal for two 30" bistro tables and a total of four dining chairs from Leisure Creations.

Fiscal Impact:

Fiscal Impact is a one time cost of \$2,748.52 from Capital Funds.

Recommendation:

I move to recommend the Board to approve the purchase of two (2) 30" bistro tables and a total of four (4) dining chairs from Leisure Creations for a total not to exceed \$2,748.52, Capital Funding.

POB 88
Russellville, AL 35653

Phone: 866.765.6726
Fax: 215.243.7230

Created Date 3/29/2024

Quote Number 00086384

Prepared By Jeff Mefford

Email jemefford@lcfurn.com

Contact Name Jenna Dever

Email jennad@lwsb.com

Bill To Name Golden Rain Foundation



Ship To Name Golden Rain Foundation

Bill To 2601 Westminister Blvd
Seal Beach, CA 90740

Ship To 2601 Westminister Blvd
Seal Beach, CA 90740

Management Company None

Ship via LTL

| ProductImage | Product | Product description | Customization Summary | Quantity | Sales Price | Total Price |
|--|---------|--|---|----------|-------------|-------------|
|  | 18930 | Premium Pedestal Base (With 30" Top Option with hole unless otherwise specified) | Finish: Textured Espresso 30" Table Top w/ Hole: Slat | 2.00 | \$511.63 | \$1,023.26 |
|  | 4503SLT | Athens Slat Dining Chair | Finish: Textured Espresso | 4.00 | \$294.99 | \$1,179.96 |

Subtotal \$2,203.22
Tax \$192.79
Order Freight \$330.48
Fuel Surcharge \$22.03
Order Total \$2,748.52

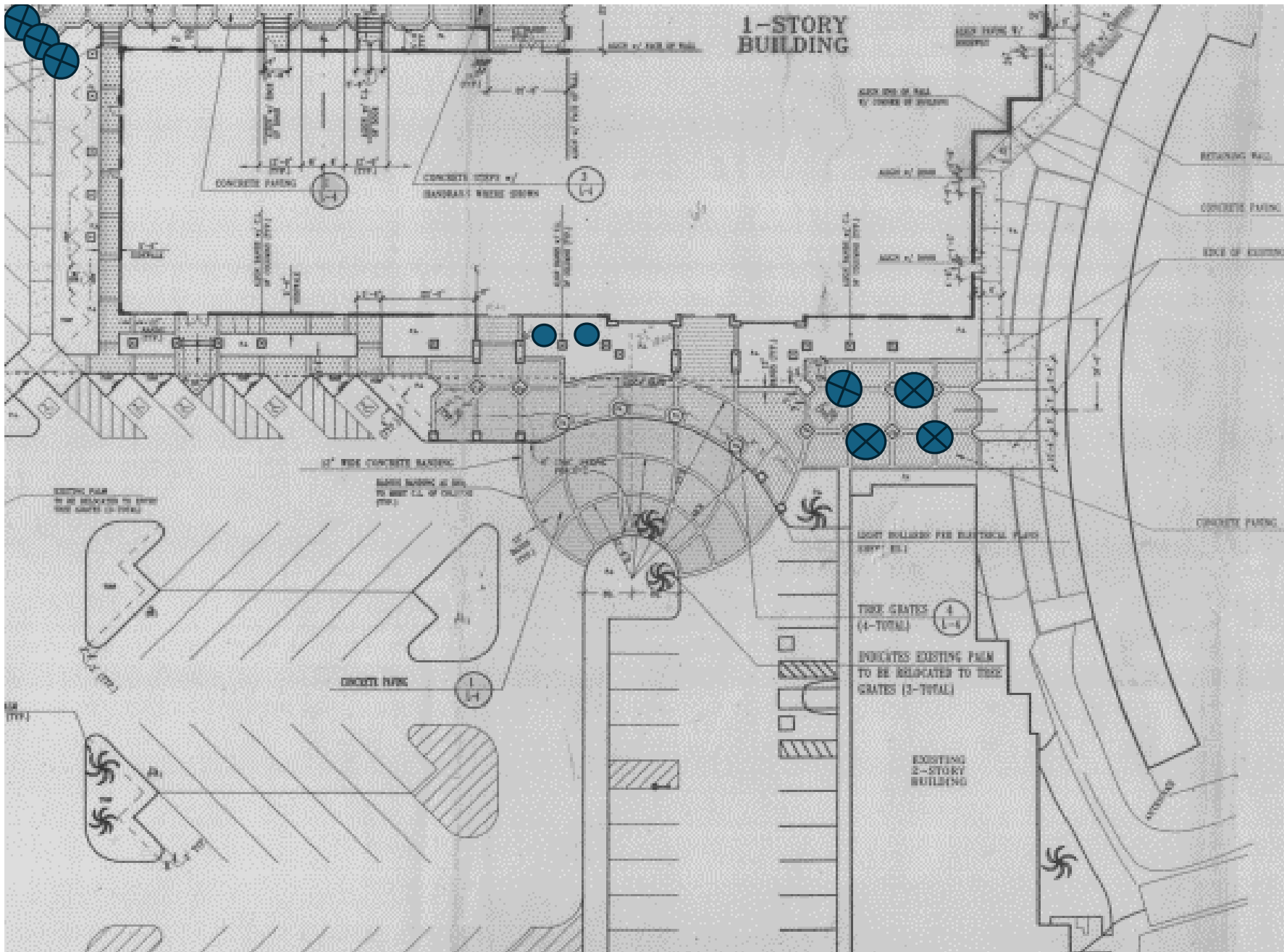
Quote acceptance Information

Approved By: _____

Approval Date: _____

Terms and Conditions

- *All furniture remains the property of Leisure Creations until the invoice is paid in full.
- *The consignee is responsible for unloading and inspection of all deliveries and must note damage on the freight bill. Furniture will not be replaced if the damage is not noted on the freight bill.
- *Interest 1.5% per month on all invoices over 30 days.
- *Shipping choices F.O.B. origin or F.O.B. destination.
- *Returns require a 50% restocking fee plus the freight costs.





ACTION REQUEST

DATE: APRIL 9, 2024
TO: EXECUTIVE DIRECTOR
FROM: MEMBER SERVICES COMMITTEE
ACTION: ISSUE REQUEST FOR PROPOSALS FOR ON-SITE TRANSIT SERVICES

Committee Approval:

At its March 4, 2024, executive session meeting, the Board authorized the President to create a study group to more fully explore an informal proposal to replace the community's scheduled bus service with a request-based point-to-point transit system. The President named a task-force comprising the chairs of the four standing committees, who held their first meeting on March 11.

The task force subsequently researched the proposal's anticipated savings in personnel, insurance, equipment and maintenance costs, and reserve contributions. A task force member contacted a potential vendor for a micro-transit service. The vendor provided a proposal to the task force. At a March 24 meeting, the task force voted unanimously to submit its report to the full GRF Board, and on March 28, the full Board in executive session asked the Member Services to research the proposal further.

On April 4, 2024, the Task Force transmitted the initial bid sheet to the Member Services Committee with the recommendation to seek multiple bids.

Member Services met on April 9, 2024, and agreed to the micro-transit proposal in concept, and forwarded its request to the Executive Director to issue an RFP for micro-transit services in Leisure World Seal Beach and the Seal Beach Village Shopping Center.

Background:

Leisure World has operated a scheduled bus service within the community since its inception. The costs of providing the service have climbed, and since the COVID epidemic, ridership has declined by 50%. The cost per passenger boarding for 2023 was estimated to have been \$15.11 for a one-way trip within the community.

The idea of point-to-point transportation had been introduced by GRF committee members responsible for the buses during the past five years, but a 1050% increase in the Foundation's vehicle insurance cost increase provided a motive to more fully investigate the option. The task force conservatively attributed \$118,000 of the insurance premium boost to the buses. This raised the 2024 cost-per-passenger boarding to \$18.38, and the per-resident assessment for bus services to \$8.35 per month for each of the community's 6,608 Members.

Fiscal Impact:

Implementing a micro-transit plan is estimated to result in an annual savings of approximately \$110,000. While the task force recommends retaining the bus fleet for several months during any trial period, selling the community's four new buses is anticipated to yield at least \$280,000. The estimated effect on the GRF operating budget for the 12-month period following its inception is a minimum net gain of \$395,000.

Recommendation:

I move to request the Executive Director issue an RFP to vendors of micro-transit services to provide point-to-point transit services within Leisure World Seal Beach and the Seal Beach Village Shopping Center.

Request for Proposal for Leisure World Seal Beach On-demand Transit Services

RFP 2024 - 3

Date issued: April 11, 2024

1. INTRODUCTION

1.1. Background

Leisure World Seal Beach (LWSB) is a nationally recognized active senior community located in Seal Beach, California. Spread over 534 park-like acres, LWSB offers co-ops and condos for resort style living for those 55 and over. It has all of the amenities of small-town living, on-site Health & Medical Center, easy freeway and beach access, and close to all of the entertainment and shops of Los Angeles County and Orange County.

The Golden Rain Foundation (GRF) is a not-for-profit corporation that provides services and community facilities to the 16 Mutual Corporations of Leisure World Seal Beach who are responsible for 570 multifamily dwellings comprising 6608 housing units.

LWSB is a 55+ Active Adult Community that provides its 9,500 residents with services such as a weekly newspaper, magazines, a website, email blasts, etc. Each one of the 16 Mutuals has an elected Board of Directors that manages its separate residential property.

For more information, visit www.lwsb.com

1.2. RFP Purpose

LWSB desires to secure On-demand Transit services.

The goal is for LWSB to have On-demand Transit services within the walls of the community and to the adjacent shopping center by September 2024.

1.3. RFP Cover Sheet

| |
|--|
| <p>Golden Rain Foundation (GRF) RFP 2024 - 3 Leisure World Seal Beach On-demand Transit Services Response Cover Sheet</p> |
|--|

| | Yes | No |
|---|--------------------------|--------------------------|
| Has your company operated at least one year without interruption? | <input type="checkbox"/> | <input type="checkbox"/> |
| Does any employee or official of the GRF have any financial or other interest in your firm? | <input type="checkbox"/> | <input type="checkbox"/> |
| Has your company been disqualified by any public agency from participation in public contracts? | <input type="checkbox"/> | <input type="checkbox"/> |

Please fill out this sheet with the appropriate contact information for your company.

FULL LEGAL NAME OF THE COMPANY

TYPE OF BUSINESS Corporation Partnership (general)

Partnership (limited) Sole Proprietorship Limited Liability Company

FEDERAL EMPLOYER ID NUMBER (FEIN): _____

ADDRESS _____

CITY/STATE/ZIP _____

EMAIL ADDRESS: _____

PHONE _____ FAX _____

NAME ^{PLEASE PRINT} _____ TITLE _____

SIGNED _____ DATE _____

2. RFP INSTRUCTIONS AND INFORMATION

2.1. RFP Timeline

| Day/Date | Description |
|----------------|--|
| May 16, 2024 | Collect any responses by RFP response deadline May 13, 2024. Review RFP responses and invite suitable respondents to in-person sharing sessions to finalize their offerings. |
| May 28, 2024 | Select preferred vendor and present draft agreement to the GRF Board for approval. |
| June 2024 | Negotiate any remaining agreement details with selected vendor. |
| September 2024 | Service Begins |

DEADLINE FOR PROVIDER RESPONSES TO UPDATED RFP - MAY 13, 2024

Project Interface: Mark Weaver

Contact Information: Mark Weaver

Email: markw@lwsb.com Phone: (562) 431-6586 x1301

3. SCOPE OF SERVICES

3.1. Customer Overview & Opportunity

- On-demand Transit Services for Leisure World Seal Beach. See www.lwsb.com.

3.2. Project Goal / Objective

- Secure On-demand Transit Services at a favorable rate for the LWSB community.

4. SCOPE OF WORK

Vendors replying to this RFP will be asked to organize and itemize their submissions the following main areas for the GRF's consideration of their services:

- Description of Services Provided
- Passenger Service Policies
- Phone Application & Call Center Support
- Transit Services Vehicles
- Reporting and Recordkeeping
- Advertising
- Coverage Area Map
- Time to implement contracted services
- Insurance, Indemnification and Termination of service.
- Pricing Allocation

DEADLINE FOR PROVIDER RESPONSES TO UPDATED RFP – MAY 13, 2024

GRF reserves the right to award the entire project to a single vendor or split the award to separate vendors for specific work.

5. SPECIFIC PROPOSAL REQUIREMENTS

Proposals should be as thorough and detailed as possible so that LWSB may properly evaluate your capabilities to provide the required goods/services. The Vendor is required to submit a complete proposal organized into the sections listed below.

1. **Cover Letter** – Include proposed project manager and contact information
2. **Table of Contents** – Number all pages of the response consecutively.
3. **Executive Summary** – Provide a summary of the critical elements of the proposal.
4. **Company Background** – Answer these questions:
 - Provide a general summary of the company's background.
 - Provide a summary of the company's background in providing services similar to the services required by GRF as part of this RFP.
 - How many years has the Vendor been in business?
 - List major office locations.
 - How many employees does the Vendor have.

5. Description of Services Provided

- GRF desires On-demand, shared micro-transit service for the area bound by Leisure World Seal Beach and its adjacent shopping center on St. Andrews Dr. An on-demand response system in the form of a phone application will provide point-to-point transit from any point within the stated boundaries to any other point within the stated boundaries upon user demand. Annual estimated ridership is approximately 30,000 with about 3% requiring wheel chair accessibility. Service coverage is to be generally from 8am to 5pm Monday through Sunday with adjustments in agreement with the vendor.

6. Passenger Service Policies

- GRF desires transit service drivers be properly licensed and trained in service to seniors. A stated code of conduct is desirable.
- GRF desires that its current local bus drivers be considered in the pool of qualified transit service drivers to be hired by vendor.

7. Phone Application & Call Center Support

- GRF desires the service to be made available via a phone application and is willing to provide a call center service to supplement such application for use by riders who do not choose to use such an application.

8. Transit Services Vehicles

- The vendor will specify the number of vehicles needed with at least one having ADA Compliant wheel chair accessibility will be needed.
- The use of Neighborhood Electric Vehicles will enhance a proposal.
- GRF desires to have additional service capacity for special events that are sometimes later than normal service hours for which GRF is prepared to pay an additional cost. If such service enhancement is available please describe the related cost.
- GRF is prepared to provide on-site storage space for the vehicles.
- The vendor is expected to cover the costs associated with the vehicles, W-2 drivers, driver screening, management, training, insurance, maintenance, license, App hosting and usage, web fees, and basic marketing materials.
- The vendor is to specify a service interruption discount rate per hour credit for time when service is unavailable during the agreed upon scheduled service.

9. Reporting and Recordkeeping

- GRF desires vendor to provide monthly reports to include information such as number of riders and rides, average wait time, average trip duration, number of wheelchair accessible vehicle rides, number of delays or accidents, etc.

10. Advertising

- GRF desires to generate revenue from advertising placed inside and/or outside the vehicles. GRF will secure the advertisers and provide the artwork to the vendor who will apply the advertising to the vehicle surfaces as is possible.

11. Coverage Area Map

- The coverage area will include all streets and driveways within the walls of Leisure World Seal Beach with the addition of the adjacent shopping center on St. Andrews Drive.

12. Time to implement Contracted Services

- GRF desires the term to commence during September 2024.

13. Insurance, Indemnification and Termination of Services

- GRF desires the vendor carry Commercial General Liability coverage of \$2 million per occurrence for bodily injury, personal injury and property damage.
- GRF desires the vendor carry Automobile Liability coverage of at least \$2 million combined single limit for bodily injury and property damage, including hired owned and non-owned auto coverages.
- GRF requires vendor to indemnify and hold harmless GRF against any demands, lawsuits, liability, damages, judgments, losses, costs and fees allegedly arising out of the intentional, wrongful or negligent acts of the vendor in the performance of the agreement.
- GRF desires termination for cause with 30 days notice during the initial six months of the term and termination without cause with 60 days notice during the remainder of the service term.

14. Pricing Allocation

- Price will cover the term of the contract with any annual increases stated and a schedule of payments described.



COMMITTEE ACTION REQUEST

DATE: APRIL 9, 2024
TO: MEMBER SERVICES COMMITTEE
FROM: ADMINISTRATION COMMITTEE
ACTION: AMEND 70-1487-1B, RECREATIONAL VEHICLE LOT (RVL) – RULES & REGULATIONS

Background:

During their March 12, 2024 meeting, the Member Services Committee moved to rescind policy 70-1487-1, Recreational Vehicle Lot (RVL), Rules & Regulations. The GRF Board moved to rescind policy 70-1487-1 during their March 26, 2024 meeting.

Administration has reviewed the current policy 70-1487-1B, Recreational Vehicle Lot (RVL) – Rules and Regulations, and recommends approving the minor changes to include grammatical edits; updates; placing policy 37-1497.02-1, Recreational Vehicle Lot (RVL) – Vehicle Maintenance, at the end of policy 70-1487-1B to facilitate search of all RV rules to GRF members; and renumbering it as 37-1487-1.

Fiscal Impact:

No predicted fiscal impact.

Recommendation:

I move to recommend the GRF Board amend 70-1487-1B, Recreational Vehicle Lot (RVL) – Rules and regulations, renumbering it as 37-1487-1.



Recreational Vehicle Lot (RVL) – Rules and Regulations

1. DEFINITIONS

1.1. A Recreational Vehicle (RV) is a motor vehicle or trailer for recreational dwelling purposes, or a vehicle designed and used to tow such (see Glossary for more specifics).

1.2. Recreational Vehicle means one or both of the following:

1.2.1. A motor home, camper van, travel trailer, truck camper, camping trailer, with or without motive power, designed for recreational purposes, emergency, or other occupancy that meets all the following criteria:

1.2.1.1. It contains less than 320 square feet of internal living room area, excluding built-in equipment, including, but not limited to wardrobe, closets, cabinets, kitchen units or fixtures, and bath or toilet rooms.

1.2.1.2. It contains 400 square feet or less of gross area measured at maximum horizontal projections.

1.2.1.3. It is built on a single chassis.

1.2.1.4. It is either a self-propelled, truck mounted, or permanently towable on the highways without a permit (e.g., a car caddy).

1.2.2. A park trailer, as defined in Section 18009.3 (CHSC).

1.3. Qualified Recreational Vehicles (QRVs) are those that meet the Eligibility Requirements listed in 2. and are used primarily for the purpose for which they were designed.

1.4. Good standing means not more than thirty (30) days delinquent on any assessment, and related charges, fees or fines as verified by the Stock Transfer and/or Finance Departments.

1.5. Lessee refers to those given an RVL lease by the Golden Rain Foundation Recreation Department (RD).

1.6. Operational is defined as “in use, in working order or ready to use.”

2. RVL GENERAL USE CONDITIONS

2.1. The RVL and its facilities shall be maintained for the benefit of all Golden Rain Foundation (GRF) Authorized Residents (ARs) in good standing (Member/Owners (M/Os), Co-occupant, Qualified Permanent Residents (QPRs), and Mutual Renter/Lesseees ~~[(R/Ls)]~~ per the terms and conditions of the Trust Agreement, GRF Bylaws, and Policies.



Recreational Vehicle Lot (RVL) – Rules and Regulations

- 40 **2.2.** The RD has primary responsibility for administration, governance, and
41 coordination of maintenance issues for the RVL The RVL is authorized by the
42 GRF Board of Directors (BOD). For information or maintenance issues
43 regarding the RVL, call the RVL Attendant at (562) 431-6586 ext. 2373, or
44 email to rvlot@lwsb.com.
- 45 **2.3.** All vehicles stored in the RVL must be operational at all times. No QRV stored
46 in the RVL shall be on a planned non-operation (PNO) status.
- 47 **2.4.** All QRVs in a leased space in the RVL must have a valid GRF RVL decal
48 clearly placed on the vehicle.
- 49 **2.5.** Lessees and visitors shall not engage in any conduct that creates a nuisance
50 or otherwise interferes with the use and enjoyment of other Lessees’ spaces
51 or adjacent residences.
- 52 **2.6.** Lessees must follow all rules, and they are subject to any consequences for
53 failure to do so.
- 54 **2.7.** Any prior RV or vehicle Parking Storage Lot Rules and Regulations or
55 agreements in existence at the time these versions of Rule 70-1487-1B and
56 Rule 370-1487-2 are adopted, are superseded, and canceled.

3. ELIGIBILITY QUALIFICATIONS

- 60 **3.1.** The RV ownership must include the AR seeking a lease and be registered
61 with the Department of Motor Vehicles (DMV) and the RD.
- 62 **3.2.** It must be in operating condition.
- 63 **3.3.** It must fall into one of the following categories.
 - 64 **3.3.1.** A Class A recreational motor home, built on a truck chassis.
 - 65 **3.3.2.** A Class B conversion van camper (may have a raised roof).
 - 66 **3.3.3.** A Class C recreational motor home, built on a modified van chassis.
 - 67 **3.3.4.** A Travel Trailers between thirteen (13) and forty (40) feet in length.
 - 68 **3.3.5.** A Fifth wheel between fifteen (15) and forty (40) feet in length.
 - 69 **3.3.6.** A folding camp trailer.
 - 70 **3.3.7.** A boat or personal watercraft (e.g., jet skis, or similar vessels) on a
71 trailer.
 - 72 **3.3.8.** A box or horse trailer used solely for recreational purposes.
- 73 **3.4.** The following are NOT eligible and may be towed away, at the Lessee’s
74 expense.
 - 75 **3.4.1.** Flat-bed trailers of dimensions greater than seven (7) feet wide or
76 twenty (20) feet long (including the tongue).



Recreational Vehicle Lot (RVL) – Rules and Regulations

- 77 **3.4.2.** Non-commercially manufactured QRVs and trailers.
- 78 **3.4.3.** Commercial rental, or similar type, open or closed trailers.
- 79 **3.4.4.** QRVs belonging to former ARs.
- 80 **3.4.5.** Any eligible DMV registered RV, passenger or commercial vehicle
- 81 converted into a storage unit.
- 82 **3.4.6.** Any trailer used to transport cargo that was not intended by the
- 83 manufacturer for recreation.

4. LEASES, PENALTIES AND FEES

- 84
- 85
- 86 **4.1.** Leases are for one (1) year. Annual lease fees may increase at the time of
- 87 renewal. Annual billing will be sent to every lessee in the RVL prior to **June**
- 88 **January 1st. Total amount due at time of lease renewal.**
- 89 **4.1.1.** A prorated refund will be given if the lease is cancelled by GRF
- 90 during the lease period.
- 91 **4.1.2.** If Lessee cancels the lease prior to expiration, a prorated refund will
- 92 be given.
- 93 **4.2.** The following information must be provided along with a new application and
- 94 also within **thirty (30)** days of a QRV registration renewal.
- 95 **4.2.1.** A valid government-issued driver’s license.
- 96 **4.2.2.** Proof of appropriate liability insurance with the prospective Lessee’s
- 97 name as the primary or secondary insured.
- 98 **4.2.2.4.2.3. GRF and Mutuals 1-17 must be named as additional insured on**
- 99 **the QRV insurance policy.**
- 100 **4.2.3.4.2.4. Vehicle registration papers with the authorized resident’s**
- 101 **prospective Lessee’s** name as an owner.
- 102 **4.2.4.4.2.5. The prospective Lessee’s current GRF identification card.**
- 103 **4.2.5.4.2.6. Current emergency contact information.**
- 104 **4.3.** Any changes in the QRV ownership, Lessee address, mailing address,
- 105 insurance, phone number, emergency contact or QRV license plate number
- 106 must be reported to the RD within seven (7) days of the change. Written
- 107 notification shall be placed in the RVL drop box; or mailed or delivered by
- 108 hand to: Golden Rain Foundation P.O. Box 2069, Seal Beach, CA, 90740.
- 109 The RD will acknowledge receipt of the documents in writing.
- 110 **4.4.** Non-compliance with 4.2 or 4.3 will result in cancellation of the lease in the
- 111 RVL, towing of the QRV and/or disciplinary action.

RECREATION

~~370-1487-1B~~



Recreational Vehicle Lot (RVL) – Rules and Regulations

- 112 **4.5.** Spaces are NOT transferrable. If a Lessee sells their vehicle, that space is
113 not transferable. If the buyer is an A/R and is requesting a space in the RVL,
114 they must be added to the waiting list in the chronological order of the request.
- 115 **4.6.** If a QRV is replaced for the same type and size, then a Lessee can maintain
116 their space, but the Lessee must notify the RVL Attendant and update their
117 paperwork. If the QRV is smaller, it may result in a mandatory space change.
- 118 **4.7.** If a M/O has leased a space in the RVL and subsequently rents their
119 apartment, the M/O forfeits the right to retain their space. They must notify
120 the RD and remove their vehicle immediately.
- 121 **4.8.** If a R/L has leased a space in the RVL, the lease shall be terminated
122 immediately upon termination of the R/L's tenancy in the M/O's unit.
- 123 **4.9.** The GRF BOD has authorized the ~~Policy/Parking Review~~Community Rules
124 Violation (~~PRV~~CRV) Panel to review all citations specific to the RVL, Rule
125 ~~370-1487-1B~~, and has authorized the RD to strictly enforce the GRF RVL
126 Rule ~~370-1487-1B~~ and schedule of fees/fines (~~370-1487-2~~). Penalties may
127 be greater for repeated violations within a three (3) year period.
- 128 **4.10.** Non-payment of fees in addition to any late fees incurred may result in the
129 disciplinary procedures being implemented by GRF and imposition of fines
130 up to \$500 and/or lease cancellation.
- 131 **4.11.** If an issued citation has not been addressed/corrected by the Lessee within
132 thirty (30) days of notification, a second citation will be issued. If the Lessee
133 continues to ignore the violation, the GRF ~~PRV~~CRV Panel may recommend
134 to the GRF BOD, the termination of the lease and/or tow of the QRV.
- 135 **4.12.** The GRF BOD has authorized the RD to tow from the RVL or remove vehicles
136 or property in violation of this policy, at the Lessee's expense (see Rule 80-
137 1937-1 Section 7 Towing).
- 138 **4.13.** Any exceptions to Rule ~~370-1487-1B~~ or ~~370-1487-2~~ require the written
139 approval of the GRF BOD. Violation citation records shall be kept for three
140 (3) years.
- 141 **4.14.** The M/O is ultimately responsible for the behavior and actions of their R/L
142 and will be held responsible for any fees, fines or disciplinary consequences
143 incurred by the R/L (See Rule 130-5093-1, Shareholder-Authorized Resident
144 Rules Code of Conduct).
- 145 **4.15.** A current copy of the Recreational Vehicle Lot (RVL) Rules and Regulations
146 ~~370-1487-1B~~ and Fees and Fines for the ~~370-1487-2~~, will be issued to the
147 responsible party of the leased space at the time of application. The
148 Recreation Attendant ~~RD~~ will notify Lessees when Rule ~~370-1487-1B~~ or 70-
149 1487-2 are revised by the GRF.

5. SPACE AND LOT RULES AND REGULATIONS

(Aug 22)

GOLDEN RAIN FOUNDATION Seal Beach, California



Recreational Vehicle Lot (RVL) – Rules and Regulations

- 152 **5.1.** QRVs must be driven or towed out of the RVL by the Lessee and inspected
153 by the RD annually.
- 154 **5.2.** All QRVs are subject to random inspections.
- 155 **5.3.** The RD may request a QRV be moved as required for maintenance of the
156 RVL. If, after a ten (10) day notice has been issued, the QRV has not been
157 moved, Staff may move the QRV or have the vehicle moved or towed. All
158 costs incurred will then be charged to the Lessee.
- 159 **5.4.** Spaces in the RVL will be assigned by the Recreation Attendant~~RD~~ on a first
160 come, first served basis, one (1) vehicle per space, at its sole discretion.
- 161 **5.4.1.** A maximum of two (2) spaces per Leisure World address will be
162 assigned. Spaces will be assigned by the length of the vehicle.
163 Space assignments are subject to change upon notification.
- 164 **5.4.2.** A QRV shall only be parked within the footprint of the assigned
165 space. A car caddy may be parked with a motorhome if space allows.
166 A QRV not parked in its assigned space will be subject to tow at the
167 Lessee’s expense (See Policy 8038-1937-1) and/or the Member may
168 be subject to disciplinary action.
- 169 **5.4.3.** One (1) vehicle may remain in the Lessee’s space when the QRV is
170 being used on a trip. The vehicle must have a valid GRF Security
171 issued decal on their windshield and be associated with the AR’s
172 mutual and apartment. No GRF visitor passes are allowed.
- 173 **5.5.** No structures of any kind may be erected on the leased space (e.g., tents,
174 portable garages, sheds, unauthorized storage units, etc). Only one (1) GRF
175 pre-approved storage unit may be placed in the space. A list of approved
176 storage units can be obtained from the RVL Attendant.
- 177 **5.6.** If a QRV is occupied (lived in) while it is parked in the RVL, the responsible
178 Lessee will be subject to disciplinary action by the GRF PRV-CRV Panel. This
179 violation may terminate the lease and/or result in a tow of the QRV.
- 180 **5.7.** It is prohibited to operate a generator in an unattended QRV. When the GRF
181 Security or RVL Staff observes an infraction of this rule, the QRV will be
182 issued a citation. The GRF Staff will attempt to notify the owner to shut it off.
- 183 **5.8. Driving and Parking Rules.**
- 184 **5.8.1.** The speed limit within the RVL is five (5) miles per hour.
- 185 **5.8.2.** Drivers must observe established roadways. NO driving through or
186 across any unoccupied spaces is permitted.
- 187 **5.8.3.** Drivers must follow the natural angle of entry and departure to and
188 from their space.



Recreational Vehicle Lot (RVL) – Rules and Regulations

- 189 **5.8.4.** Drivers shall not short the acute angle, nor cross lines or marked
190 corners.
- 191 **5.8.5.** No off-road vehicles are to be driven in the lot at any time, but the
192 Lessee may load and unload them from their trailer.
- 193 **5.8.6.** Guests shall not drive or leave their vehicles in the RVL at any time.
194 This includes golf carts.
- 195 **5.8.7.** All QRVs will need to be driven or towed off the lot by the Lessees.
- 196 **5.9.** The pedestrian gates must always be locked immediately after passing
197 through.
- 198 **5.10.** No pets are allowed in the RVL other than to transfer the pet from one vehicle
199 to the other.
- 200 **5.11.** The use of the Dump station is for Lessees only and all posted procedures
201 shall be strictly followed. Exceptions may be granted at the discretion of the
202 RD.
- 203 **5.12.** QRV slide outs may not be extended except when using the charging station.
- 204 **5.13.** Unless approved ~~in in section 6~~ ~~writing by the RD~~, no work or maintenance
205 shall be done to any vehicle while in the RVL. No repairs shall take place at
206 the charging station.
- 207 **5.14.** It is prohibited to level, support or raise QRV, trailers or vehicle frames with
208 anything other than permanently installed jacks.
- 209 **5.15.** Wheel chocks, planks, bricks, wheel covers, etc., are not to be abandoned in
210 an unoccupied space or area. Abandoned materials may be discarded by the
211 GRF RVL Staff, without notice.
- 212 **5.16.** Lessees are required to keep the area around their QRV clean and free of
213 debris and clutter at all times.
 - 214 **5.16.1.** All trash is to be placed in trash containers.
 - 215 **5.16.2.** No debris shall be tossed onto the ground.
- 216 **5.17.** No hazardous materials are to be disposed of in the RVL (e.g., batteries,
217 tires, anti-freeze, or other vehicle fluids).
- 218 **5.18.** Lessees should be conscious of standing water and make every effort to
219 avoid this (e.g., drain plug pulled, covers taut, etc.)
- 220 **5.19.** Tarps and covers must not be frayed or torn or create an appearance
221 of neglect.
- 222 **5.20.** Lot Access.
 - 223 **5.20.1.** The RVL access shall only be granted to those ARs having a RVL
224 lease. A maximum of two (2) keys and two (2) remotes per space will
225 be issued. Keys and remotes are the property of the GRF and are



Recreational Vehicle Lot (RVL) – Rules and Regulations

226 issued by the RVL Attendant upon an AR signing a lease for a space.
227 The AR will be the only one issued a key and remote for access to
228 the RVL. A lessee may not give or loan their key or remote to anyone.

229 **5.20.2.** The RD will charge a deposit for the key and remote. This fee
230 is refundable upon key and remote return to the RD. Altering
231 or reprogramming remotes or duplicating the key, will result in
232 disciplinary action and/or the termination of the RVL lease and/or tow
233 of the QRV.

234 **5.20.3.** No one without a QRV in the RVL shall have a remote or key. Anyone
235 else using a remote or key will be removed from the RVL, have the
236 remote and key taken, and will no longer be allowed in the RVL, even
237 as a guest.

238 **5.20.4.** A non-resident will not be allowed entry into the RVL without the
239 Lessee being present. The Lessee must remain with the guest during
240 the duration of their time in the RVL. The Lessee is responsible for
241 their guests at all times. Non-residents are not permitted to drive in
242 the RVL.

243 **5.20.5.** Letters authorizing entry to the RVL will not be allowed.

244 **5.21.** Damage caused to GRF property or another Lessee’s property must be
245 reported to the RVL Attendant immediately or in his/her absence to the
246 Security Department, and liability will be assumed by the damaging party.
247 Failure to do so may result in penalties in accordance with the California DMV
248 Code Section 20002.

249 **5.22. Sales**

250 **5.22.1.** Any QRV listed for sale shall be approved by the RVL Attendant and
251 posted on the bulletin board by the lot entrance. All sales must be by
252 the owner only. No second party or broker sales will be allowed in
253 the RVL. No “For Sale” signs are to be posted on the QRV.

254 **5.22.2.** Anyone selling a QRV that belongs to another person can have their
255 RVL privileges suspended or revoked, their lease canceled and/or
256 the QRV towed.

257 **6. SAFETY AND GENERAL MAINTENANCE**

258 Approved lease holders of the Golden Rain Foundation, within areas defined within the
259 terms of the approved lease, may perform the following safety and general
260 maintenance:

261 **6.1. Safety Issue Items:**

262 **6.1.1. Replace headlights, marker lights, taillights**

263 **6.1.2. Replace broken mirrors**

264 **6.1.3. Replace wiper blades**

265



Recreational Vehicle Lot (RVL) – Rules and Regulations

- 266 6.1.4. Replace cracked or broken windows
- 267 6.1.5. Repair or replace flat or damaged tires as approved by the RV Lot staff
- 268 6.1.6. Replace broken bay door latches/locks
- 269 6.1.7. Contain and mitigate any key fluid leaks
- 270 6.1.8. Repair or replace damaged roof access ladders
- 271 6.1.9. Repair or replace surge brakes on trailers
- 272 6.1.10. Please check with the Recreation Department Head (RDH) for
- 273 any additional safety issues not listed.
- 274 6.2. General Maintenance Items:
 - 275 6.2.1. Service or change out batteries that are easily accessible
 - 276 6.2.2. Caulk and seal all exterior seams (to prevent potential water
 - 277 leaks/damage to interior of RV)
 - 278 6.2.3. Inspect and fill up of all fluids (usually performed before and after a
 - 279 road trip)
 - 280 6.2.4. Change out or clean air filters only
 - 281 6.2.5. Repair or replace roof vents (cracked or broken vents may cause
 - 282 water damage if not replaced)
 - 283 6.2.6. Replace broken or missing antennas
 - 284 6.2.7. Repair or replace power jack on trailers
 - 285 6.2.8. Repair or replace power cords

Document History

Adopted: 23 Aug 22

Keywords: RV Recreational Maintenance
 Vehicle

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COMMITTEE ACTION REQUEST

DATE: APRIL 9, 2024
TO: MEMBER SERVICES COMMITTEE
FROM: ADMINISTRATION
ACTION: RESCIND 37-1487.02-1, RECREATIONAL VEHICLE LOT (RVL) – VEHICLE MAINTENANCE

Background:

On February 27, 2018, the GRF Board of Directors moved to adopt policy 37-1487-.02-1, Recreational Vehicle Lot (RVL) – Vehicle Maintenance. This policy was last amended on April 26, 2022 with minor changes to include the addition on 1.10.

In an effort to facilitate the retrieval of Recreational Vehicle Lot policies for residents, Administration is recommending policy 37-1487.02-1, Recreational Vehicle Lot (RVL) – Vehicle Maintenance, be rescinded and its contents be placed in policy 70-1487-1B, Recreational Vehicle Lot (RVL) – Rules and Regulations.

Fiscal Impact:

No fiscal impact predicted.

Recommendation:

I move to recommend the GRF Board rescind policy 37-1429.02-1, Recreational Vehicle Lot (RVL) – Vehicle Maintenance.



Recreational Vehicle Lot (RVL) – Vehicle Maintenance

Approved lease holders of the Golden Rain Foundation, within areas defined within the terms of the approved lease, may perform the following safety and general maintenance:

1. SAFETY ISSUE ITEMS:

- 1.1. Replace headlights, marker lights, taillights
1.2. Replace broken mirrors
1.3. Replace wiper blades
1.4. Replace cracked or broken Windows
1.5. Repair or replace flat or damaged tires, as approved by the RV Lot staff
1.6. Replace broken bay door latches/locks
1.7. Contain and mitigate any key fluid leaks
1.8. Repair or replace damaged roof access ladders
1.9. Repair or replace surge brakes on trailers
1.10. Please check with the Recreation Department Head (RDH) for any additional safety issues not listed.

2. GENERAL MAINTENANCE ITEMS:

- 2.1. Service or change out batteries that are easily accessible
2.2. Caulk and seal all exterior seams (to prevent potential water leaks/damage to interior of RV)
2.3. Inspect and fill up of all fluids (usually performed before and after a road trip)
2.4. Change out or clean air filters only
2.5. Repair or replace roof vents (cracked or broken vents may cause water damage if not replaced)
2.6. Replace broken or missing antennas
2.7. Repair or replace power jack on trailers
2.8. Repair or replace power cords

Document History

Adopted: 27 Feb 18 Amended: 23 Jul 19 Amended: 26 Apr 22

Keywords: RV Recreational Vehicle Maintenance Rules Recreation



RECREATION

LEASE AGREEMENT – RV LOT

1
2 This Lease Agreement is made, between Golden Rain Foundation, a California Corporation
3 (hereinafter referred to as "GRF"), 13531 St. Andrews Drive, Seal Beach, California 90740,
4 and:

5
6 NAME: _____
7 ADDRESS: _____
8 Seal Beach, Ca. 90740 (hereinafter referred to as "**LESSEE**")

9
10 Mailing address, if different
11 NAME: _____
12 ADDRESS: _____
13 CITY, STATE, ZIP: _____

14
15 1. OPENING CLAUSES

16
17 This Lease is made with reference to the following facts and objectives:

- 18
19 a. GRF is the owner (In Trust) of the premises which consists generally of a
20 5.5.1-acre parcel of real property- located at 13599 El Dorado Drive, Seal
21 Beach, California, 90740; Tract No. 4401, MM/154/9-17 as recorded with the
22 County of Orange, State of California. LESSEE is willing to lease Space
23 _____ on these premises from GRF pursuant to the provisions stated in
24 this Lease.
- 25
26 b. The LESSEE (Member/Owner [M/O], Co-occupant, Qualified Permanent
27 Resident, or Renter/Lessee [R/L]) wishes to lease the above portion of the
28 premises for purposes of storing recreational vehicles, trailers and other
29 vehicles.
- 30
31 c. If a M/O subsequently rents their apartment, the M/O forfeits the right to
32 retain their space and must notify the Recreation Department (RD) and
33 remove their vehicle immediately.
- 34
35 d. If an R/L has leased a space in the Recreational Vehicle Lot (RVL), the
36 lease shall be terminated immediately upon termination of their tenancy in
37 the M/O's unit.
- 38
39 e. The M/O is ultimately responsible for the behavior and actions of their R/L
40 and will be held responsible for any fees, fines or disciplinary consequences
41 incurred by the R/L. See Policy 30-5093-1, Member Code of Conduct.

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RECREATION

LEASE AGREEMENT – RV LOT

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f. GRF and the LESSEE have examined the premises and are fully informed of its condition. LESSEE represents that, at the time of this Lease, the premises are in good order, repair, and in a safe and clean condition.

2. PREMISES

GRF leases to LESSEE and LESSEE leases from GRF (Space _____) located at 13599 El Dorado Drive, Seal Beach, California, 90740; Tract No. 4401, MM/154/9-17 as recorded with the County of Orange, State of California.

3. TERM

The term of this Lease shall commence on ___ and ending,_____.

4. LEASE AMOUNT, TAXES, EXPENSES

a. LESSEE shall pay to GRF a minimum annual payment, without deductions, set off, prior notice or demand, see 70-1487-2 for lease fees.

- 20 foot or less space:
- 21 foot to 30-foot space:
- 31 foot and above:

The first year’s payment is payable ten (10) days after the contract is signed by both parties and the LESSEE is invoiced. For each subsequent year, annual lease payment is due on June 1st with a 10-day grace period. After the 10th day, the account is considered delinquent and is subject to a late charge of 1% for each month the account is delinquent. In addition to late fees, for each check that a bank returns for any reason, the Lessee must pay \$25.00.

b. Lot Access Devices (Clickers) and Trust property gate key

- i. Each LESSEE shall receive one (1) lot access clicker and one (1) gate key for a \$50 deposit.
- ii. Upon end of term of lease and/or cancelation of the lease by the LESSEE, upon returning the clicker and key to GRF, LESSEE shall receive a refund within ten (10) days of the Deposit.
- iii. Additional clicker and key (one allowed) will be provided for an additional \$50 deposit.
- iv. Lost or damaged clickers or keys will be replaced for \$25 each original deposit shall stand.

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(Apr 22)

GOLDEN RAIN FOUNDATION Seal Beach, California



LEASE AGREEMENT – RV LOT

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- c. All payments shall be remitted to GRF at the address to which notices to GRF are given at Golden Rain Foundation, PO Box 2069, Seal Beach, California 90740 (Attention Accounting).
- d. GRF shall be responsible for all real property taxes and general and special assessments levied and assessed on the portion of the premises documented in Section I, Item 2 above.
 - i. In the event the County of Orange or the State of California increases the real property tax amount or levies a general or special assessment on the portion of the premises documented in Section II, that amount will be paid by GRF and the annual lease payment due under this Lease for the subsequent year will increase by the amount equal to Lessee’s pro rata share of the increase or assessment.

5. LIMITATIONS ON USE

- a. LESSEE shall use the premises for the storage and service of recreational vehicles, trailers and other vehicles including all tow vehicles that must be registered in the Shareholders name and have a Leisure World Seal Beach address and in operable condition. All vehicles must be owned or co-owned by an Authorized Resident in good standing per the terms and conditions of the Trust Agreement, GRF Bylaws, Policies and Mutual Occupancy Agreement and may not be delinquent on any assessments or fines verified by the Stock Transfer office. LESSEE must be the principal user of the vehicle. All stored equipment will be legally licensed, insured and have a current, registered GRF decal. No vehicles shall have a PNO (planned non-operation) status. No other uses may be made of these premises without the consent of GRF.
- b. LESSEE’s use of the premises as provided in this Lease shall be in accordance with the following:
 - i. LESSEE shall not do, bring or keep anything in or about the premises that will cause the cancellation of any insurance covering the premises, including storage of hazardous materials.
 - ii. If the rate of any insurance carried by GRF is increased as a result of the LESSEE's use, LESSEE shall pay to GRF at least ten (10) days before the date GRF is obligated to pay a premium on the insurance within ten (10) days after GRF delivers to LESSEE a certified statement from GRF's insurance carrier stating that the rate increase was caused solely by an activity of LESSEE on the premises as permitted in this Lease, whichever

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(Apr 22)



LEASE AGREEMENT – RV LOT

- 128 date is later, the sum equal to the difference between the original premium
129 and the increase in the premium.
- 130 iii. LESSEE shall comply with all of the applicable GRF policies and rules
131 concerning the premises and LESSEE's use of the premises, including
132 with limitation, the obligation at LESSEE's cost to alter, maintain or restore
133 the premises in compliance and conformity with all laws relating to the
134 condition, use, or occupancy of the premises during the term.
- 135 iv. In case GRF receives a mandate from the Environmental Protection
136 Agency, or any city, state, or federal agency regarding soil contamination
137 and/or handling or processing of hazardous materials/waste, the parties
138 hereby agree to amend any and all terms of this Lease Agreement without
139 any cancellation notice required.
- 140 v. LESSEE shall not use the premises in any manner that will constitute
141 waste, nuisance, or unreasonable annoyance to owners or occupants of
142 adjacent property.
- 143 vi. Security will provide stickers, which must be clearly posted on all vehicles
144 parked on the premises. All vehicles' owners must show proof of a valid
145 GRF ID card, valid driver's license, liability insurance and vehicle
146 registration (in GRF Member's name) to be eligible to lease a space in the
147 lot.
- 148 vii. LESSEE is required to keep the area surrounding the premises clean and
149 free of clutter and debris at all times.
- 150 viii. No hazardous materials are to be disposed of in the RV Storage Lot or
151 anywhere on the premises.
- 152 ix. LESSEE is not permitted to conduct any commercial enterprise on the
153 premises.
- 154 x. One (1) space can be assigned to any LWSB address.
- 155 xi. LESSEE shall not allow any vehicles to be washed on the premises,
156 except in the GRF wash facility.
- 157 xii. RV's and all stored vehicles must be driven or towed out of the storage lot
158 at least once a year.
- 159 xiii. No living, overnight sleeping, or cooking in the premises is permitted at
160 any time.
- 161 xiv. Vehicles will be kept in good running order with no flat tires. Lessee shall
162 have 30 days to repair, fix or remove vehicle in need of repair.
- 163 xv. Change of ownership on any vehicle does not guarantee a space on the
164 premises. The new owner must request permission to enter into a new
165 lease with GRF and he/she will move to the end of any waiting list.
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(Apr 22)

GOLDEN RAIN FOUNDATION Seal Beach, California



RECREATION

LEASE AGREEMENT – RV LOT

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6. MAINTENANCE

LESSEE, at its cost, shall maintain in good condition, all portions of the leased premises, including without limitation, any personal property, and improvements of GRF currently located on the premises.

- a. LESSEE shall be liable for any damage to the premises resulting from the acts of omissions of LESSEE or its authorized representatives.
- b. GRF shall maintain the premises.
- c. LESSEE shall not make any alterations to the premises without GRF's written consent.
- d. Any alterations made shall remain on and be surrendered with the premises on expiration or termination of the term, except that GRF can elect within six (6) months before expiration of the term, to require LESSEE to remove any alteration that LESSEE has made to the premises. If GRF so elects, LESSEE, at its cost, shall restore the premises to the condition designated by GRF in its election before the last day of the term.
- e. If LESSEE is to make any alterations to the premises as provided in this Section, the alterations shall not be commenced until seven (7) days after GRF has received written notice from LESSEE stating the date that the installation of the alterations is to commence so that GRF can post and record an appropriate notice of non-responsibility.

7. MECHANIC'S LIENS

LESSEE shall pay all costs for construction done by it or caused to be done by it on the premises as permitted by this Lease. LESSEE shall keep the premises, including improvements and land in which the premises are a part, free and clear of all mechanic's liens resulting from construction done by or for the LESSEE. LESSEE shall have the right to contest the correctness or the validity of any such lien, if immediately on demand by GRF, LESSEE procures and records a lien release bond issued by a corporation authorized to issue surety bonds in California in an amount equal to one and one-half (1-1/2) times the amount of the claim of lien.

The bond shall meet the requirements of Civil Code Section 3143 shall provide for the payment of any sum that the claimant may recover on the claim, together with costs of suit, if it recovers in the action.

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(Apr 22)

GOLDEN RAIN FOUNDATION Seal Beach, California

**RECREATION****LEASE AGREEMENT – RV LOT**

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8. UTILITIES AND SERVICES

- a. LESSOR shall make all arrangements for and pay for all utilities and services furnished to or used by LESSEE, including without limitation, sewer and telephone service, except for those utilities and services GRF is to furnish to the premises as set forth in the following paragraph.
- b. GRF shall furnish electricity, water and trash service for the premises.
- c. GRF shall not be liable for failure to furnish water to the premises when the failure results from causes beyond GRF's reasonable control, but in case of the failure, GRF will take all reasonable steps to restore the interrupted water services.

9. INDEMNITY AND EXCULPATION, INSURANCE

- a. GRF shall not be liable to LESSEE for any damages to LESSEE or LESSEE'S property from any cause. LESSEE waives all claims against GRF for damage to person or property arising for any reason, except that GRF shall be liable to LESSEE for damage resulting from the negligent acts or omissions of GRF or its authorized representatives.
- b. LESSEE shall indemnify, defend, and hold GRF and its agents, authorized representative, directors, officers and employees harmless from all claims, damages, lawsuits, debts and reasonable attorney fees and costs arising out of any such damage.
- c. LESSEE shall pay the premiums for maintaining any insurance required by this Lease.

10. ASSIGNMENT

- a. LESSEE shall not voluntarily assign or encumber its interest in this Lease or in the premises, or sublease all or part of the premises, or allow any person or entity to occupy or use all or any part of the premises. Any assignment, encumbrance, or sublease with GRF's consent shall be voidable and, at GRF's election, shall constitute a default. No consent to any assignment, encumbrance, or sublease shall constitute a further waiver of the provisions of this paragraph.
- b. No interest of LESSEE in this Lease shall be assignable by operation of law. Each of the following acts shall be considered an involuntary assignment:
 - i. If LESSEE is or becomes bankrupt or insolvent, makes an assignment for the benefit of creditors, or institutes a proceeding under the bankruptcy act in which LESSEE is the bankrupt.

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(Apr 22)

GOLDEN RAIN FOUNDATION Seal Beach, California



RECREATION

LEASE AGREEMENT – RV LOT

- 256 ii. If a writ of attachment or execution is levied on this Lease.
 257
 258 iii. If, in any proceeding or action in which LESSEE is a party, a Receiver is
 259 appointed with authority to take possession of the property.
 260
 261 c. An involuntary assignment shall constitute a default by LESSEE and GRF
 262 shall have the right to elect to terminate this Lease, in which case the Lease
 263 shall not be treated as an asset of LESSEE.

11. DEFAULT

- 264
 265 a. The occurrence of any of the following shall constitute a default by LESSEE:
 266
 267 i. Failure to pay monies when due.
 268
 269 ii. Failure to maintain required insurance and vehicle registration.
 270
 271 iii. Failure to perform any other provision of this Lease if the failure to perform
 272 is not cured within thirty (30) days after notice has been given to LESSEE.
 273 If a default cannot reasonably be cured within thirty (30) days, LESSEE
 274 shall not be in default of this Lease if LESSEE commences to cure the
 275 default within the 30-day period and diligently and in good faith continues
 276 to cure the default.
 277
 278 b. Notice, as given under this paragraph, shall specify the alleged default in the
 279 applicable Lease provisions, and shall demand that LESSEE perform the
 280 provisions of this Lease or pay the monies that is in arrears, as the case may
 281 be, within the applicable period of time, or quit the premises. No such notice
 282 shall be deemed a forfeiture or a termination of this Lease unless GRF so
 283 elects in the Notice.
 284
 285 c. GRF shall have the following remedies if LESSEE commits a default. These
 286 remedies are not exclusive; they are cumulative in addition to any remedies
 287 now or later allowed by law:
 288
 289 i. GRF can terminate LESSEE's rightful possession of the premises at any
 290 time with thirty (30) days' notice. No act by GRF, other than giving notice
 291 to LESSEE, shall terminate this Lease. Acts of maintenance, efforts to re-
 292 let the premises, or the appointment of a Receiver on GRF's initiative to
 293 protect GRF's interest under this Lease shall not constitute termination of
 294 LESSEE's right to possession. On termination, GRF has the right to
 295 recover from LESSEE:
 296
 297 1. The worth, at the time of the award of the unpaid monies that had
 been earned at the time of termination of this Lease.

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(Apr 22)

GOLDEN RAIN FOUNDATION Seal Beach, California



LEASE AGREEMENT – RV LOT

- 2. The worth, at the time of the award of the amount by which the unpaid monies that would have been earned after the date of termination of this Lease, until the time of award exceeds the amount of the loss of monies that LESSEE proves could have been reasonably avoided.
- 3. The worth, at the time of the award of the amount by which the unpaid monies for the balance of the term after the time of award exceeds the amount of the loss of monies that LESSEE provides could have been reasonably avoided; and
- 4. Any other amount and court costs necessary to compensate GRF for all detriment proximately caused by LESSEE's default.

- d. GRF, at any time after LESSEE commits a default, can cure the default at LESSEE's cost. If GRF, at any time by reason of LESSEE's default, pays any sum or does any act that requires the payment of any sum, the sum paid by GRF shall be due immediately from LESSEE to GRF at the time the sum is paid and, if paid at a later date, shall bear interest at the rate of 5 percent (5%) per annum from the date the sum is paid.

12. NOTICE

Any notice, demand, request, consent, approval, or communication that either party desires, or is required to give to the other party or any other person, shall be in writing and either served personally or sent by first class mail. Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party, shall be addressed to the other party at the address set forth in the introductory paragraph of this Lease. Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within forty-eight (48) hours from the time of mailing as provided in this paragraph.

13. WAIVER

- a. No delay or omission in the exercise of any right or remedy of GRF on any default by LESSEE shall impair such a right or remedy or be construed as a waiver.
- b. GRF's consent to, or approval of any act by LESSEE requiring GRF's consent or approval, shall not be deemed to waive or render unnecessary GRF's consent to or approval of any subsequent act by LESSEE.
- c. Any waiver by GRF or any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of the Lease.

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(Apr 22)



RECREATION

LEASE AGREEMENT – RV LOT

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14. ATTORNEYS' FEES

If either Party commences an action against the other party arising out of, or in connection with this Lease, the prevailing party shall be entitled to have and recover from the losing party reasonable attorneys' fees and costs of suit.

15. MISCELLANEOUS

- a. Entire Agreement. This Lease Agreement and GRF policies and rules sets forth the entire agreement of the parties with respect to the subject matter of this Lease Agreement and supersedes all prior agreements or understandings with respect to the subject matter of this Lease Agreement, whether written or oral. There are no representations, warranties, or agreements by or between the parties that are not fully set forth in this Lease Agreement, and no representative of GRF or its agents is authorized to make any representations, warranties, or agreements other than as expressly set forth in this Lease Agreement. This Lease Agreement may only be amended by a writing signed by the parties.
- b. Construction. This Lease Agreement shall be governed and construed in accordance with the laws of the State of California. Whenever possible, each provision of this Lease Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Lease Agreement shall be invalid or prohibited under such applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Lease Agreement.
- c. Modifications and Counterparts. This Lease Agreement may not be amended or modified except by way of a writing signed by all parties to this Lease Agreement. This Lease Agreement may be signed in one or more counterparts, each of which shall be deemed an original and shall be effective when all parties have executed a counterpart. Signatures on this Lease Agreement transmitted electronically shall have the same force and effect as original signatures.
- d. Authority to Enter Agreement. This Lease Agreement is the result of arms-length negotiations. Each signatory to this Lease Agreement represents and warrants to the others that he or she has full authority and is duly and fully authorized to execute this Lease Agreement.

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(Apr 22)



LEASE AGREEMENT – RV LOT

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GOLDEN RAIN FOUNDATION

RV LOT - LESSEE

President (Signature)

Shareholder (Signature)

Print

Print

Date

Date

P.O. Box 2069
Seal Beach, CA. 90740

Mailing Address

Attachments:

1. **70-1487-1B Recreational Vehicle Lot (RVL)- Rules and Regulations**
2. **70-1487.02-1 Recreational Vehicle Lot (RVL)- Vehicle Maintenance**
3. **70-1487-2 Recreation Vehicle Lot (RVL)- Schedule of Fees and Monetary Fines**

Document History

Reviewed: 23 Dec 20 Amended: 26 Apr 22

Keywords: Lease RV Lot Recreation
 Agreement

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(Apr 22)



COMMITTEE ACTION REQUEST

DATE: APRIL 9, 2024
TO: MEMBER SERVICES
FROM: ADMINISTRATION
ACTION: REVIEW 37-1412.02-1, SMOKING PROHIBITION

Background:

On November 24, 2020, the GRF Board moved to amend policy 37-1412.02-1. Since then, 37-1412.02-1 has not been reviewed.

Administration recommends updating policy 37-1412.02-1 to include minor grammatical changes and renumbering it as 37-1412-1.

Fiscal Impact:

No predicted fiscal impact.

Recommendation:

I move to recommend the GRF Board amend 37-1412.02-1, Smoking Prohibition, renumbering it as 37-1412-1.



Smoking Prohibition

Smoking refers to inhaling, exhaling, burning, or carrying of any lighted or heated tobacco/marijuana product, as well as non-tobacco smoking substances and smoking instruments.

- 1. Smoking is prohibited in all GRF amenities.
2. Smoking is prohibited in all Trust buildings and within twenty (20) feet of all Trust Buildings.
3. Smoking* or other use of tobacco and/or marijuana products (included, but not limited to, cigarettes, e-cigarettes/vaping, pipes, cigars, hookahs, snuff, all forms of smokeless tobacco or chewing tobacco) is not permitted.

Document History

Table with 4 columns: Date, Action, Date, Date. Rows include Adopted: 18 Sept 84, Amended: 20 Jan 98, Amended: 18 Sep 07, Amended: 21 Jun 16, Amended: 24 Nov 20, Amended: 16 Apr 91, Amended: 16 Oct 01, Amended: 25 Nov 14, Reviewed: 02 Aug 17, Amended: 20 Dec 94, Amended: 28 Jul 06, Amended: 24 May 16, Amended: 23 Jul 19.

Keywords: Recreation Smoking



COMMITTEE ACTION REQUEST

DATE: APRIL 9, 2024
TO: MEMBER SERVICES COMMITTEE
FROM: ADMINISTRATION
ACTION: RESCIND 37-1449-1, CALIFORNIA COVID ACTION LEVELS

Background:

At its February 13, 2024 meeting, the Member Services Committee moved recommend the GRF Board rescind all COVID-19 Emergency Operational Rules. The GRF Board rescinded all Emergency Operational Rules at their February 27, 2024 meeting.

Administration recommends that the Member Services rescind 37-1449-1, California COVID Action Levels.

Fiscal Impact:

No predicted fiscal impact.

Recommendation:

I move to recommend that GRF Board rescind policy 37-1449-1, California COVID Action Levels.



California COVID Action Levels

1. **PURPOSE**

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

2. **CALIFORNIA COVID ACTION LEVELS**

2.1. Purple **Widespread** (Stay home lockdown)

2.2. Purple **Widespread**

2.3. Red **Substantial**

2.4. Orange **Moderate**

2.5. Yellow **Minimal**

2.6. The County must remain at lower tier statistics for 3 consecutive weeks before being changed to lower level.

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

3.1. Our urban location is surrounded by 3 large counties with tier ratings. GRF may consider its rating judgements based on the status of those 3 counties (Los Angeles, Riverside and San Bernardino) plus that of Orange County.

3.2. Many of our employees, vendors and Authorized Resident’s relatives and friends reside and work in those counties.

3.3. GRF will operate on the basis that moving to a lower level requires that 3 of the 4 counties are also on a lower level.

3.3.1. GRF **must** remain at the Orange county level as a minimum.

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

4.1. GRF closes all Trust properties for recreational use. (Café, Mini-farms and RV Lot open with no staff support).

4.2. Only Security, Maintenance for plumbing and electrical emergencies, minimal Administration staffing. Some services may be provided via Zoom.

4.3. Masks must be worn by all staff.

4.4. Social distancing must be observed.

4.5. Masks must be worn when approaching any GRF employee.



California COVID Action Levels

38 5. **HIGHEST EMERGENCY: PURPLE LEVEL (MINIMAL OPENING FOR URGENT**
39 **NEEDS)**

- 40
- 41 5.1. GRF closes most Trust properties for recreational use.
- 42 5.2. Only Security, Maintenance for plumbing and electrical emergencies, minimal
- 43 Administration staffing. Some services may be provided via Zoom.
- 44 5.3. Masks must be worn by all staff.
- 45 5.4. Social distancing must be observed.
- 46 5.5. Masks must be worn when approaching any GRF employee.
- 47

48 6. **PHASE ONE: RED LEVEL**

- 49
- 50 6.1. GRF may open Trust properties with Phase One procedures.
- 51 6.2. Masks must be worn when approaching any GRF employee.
- 52 6.3. Social distancing must be observed.
- 53 6.4. Masks must be worn as noted in procedures.
- 54

55 7. **PHASE TWO: ORANGE LEVEL**

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- 57 7.1. GRF may open Trust properties with Phase Two procedures.
- 58 7.2. Masks must be worn when approaching any GRF employee.
- 59 7.3. Social distancing must be observed.
- 60 7.4. Masks must be worn as noted in procedures.
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62 8. **PHASE THREE: YELLOW LEVEL**

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- 64 8.1. GRF may open Trust properties with Phase Three procedures.
- 65 8.2. Masks must be worn when approaching any GRF employee.
- 66 8.3. Social distancing must be observed.
- 67 8.4. Masks must be worn as noted in procedures.
- 68

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