

# REVISED

A regular meeting of the Board of Directors of the Golden Rain Foundation of Walnut Creek will be held in Peacock Hall at Gateway Complex, commencing at 9:00 a.m., Thursday, September 29, 2016. The agenda for the meeting is listed below. It is sometimes necessary to add agenda items for consideration by the Board after the agenda has been prepared and distributed. These items will be described in the agenda available at the Board meeting. Regular meetings of the Board of Directors are open, and comments from residents are always welcome during the Residents' Forum.

## A G E N D A

### GOLDEN RAIN FOUNDATION OF WALNUT CREEK

#### REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, SEPTEMBER 29, 2016, AT 9:00 A.M.

1. MEETING CALLED TO ORDER: Leslie Birdsall, President
2. ROLL CALL: Birdsall (I), Fredlund (C), Delpech (E), Haley (H), Adams (A), Brown (B), Kelso (D), Pyle (G), Roath (F), and O'Keefe, ex-officio member
3. APPROVAL OF MINUTES: Regular meeting of August 25, 2016  
Joint meeting of September 13 and 14, 2016
4. TREASURER'S REPORT (Attachment) **Page 1**
5. CHIEF EXECUTIVE OFFICER'S REPORT (Attachment) **Page 2**
6. RESIDENTS' FORUM
7. RESIDENT MEMBER COMMITTEE REPORTS
  - a. Aquatics Advisory – Brian K. Stack, Chairman (Attachment) **Page 4**
  - b. Finance – David H. Smith, Chairman
    - 1) Consider recommendation that the Trust be reimbursed \$91,875 from Operations for the actual cost of the Broadband Phase 2 Study.
  - c. Fitness Advisory – Claudia Tierney, Chairman (Attachment) **Page 11**

- d. Golf Advisory – Donald A. Terry, Vice Chairman (Attachment) **Page 14**

8. BOARD COMMITTEE REPORTS

- a. Policy – Robert D. Kelso, Chairman (Attachment) **Page 21**
- 1) Consider recommendation that the Board approve proposed revised Policy 502.0, Bulletin Boards and Display Cases. First reading. (Attachment) **Page 23**
  - 2) Consider recommendation that the Board approve proposed revised Policy 502.1, Flyers and Petitions. First reading. (Attachment) **Page 29**
  - 3) Consider recommendation that the Board approve proposed revised Policy 201.3, Guidelines for Creating Resident Activity Advisory Committees. First reading. (Attachment) **Page 32**

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- a. Matters related to the 2017 GRF Operations Budget:
- 1) Consider approving the proposed 2017 GRF Operations Budget in the aggregate amount of \$21,069,841, a coupon amount of \$262.92 per manor, per month, including cable TV.
  - 2) Consider motions to amend the main motion to approve the proposed FY 2017 GRF Operations Budget as presented by staff to incorporate: 1) the Finance Committee's recommendations and 2) any other amendments that may be initiated by the Board.

Possible 2017  
Budget Impact

i. New Programs and Program Augmentation (Tab 2)

1. Consider a motion approving an Administrative Assistant for Confidential Services. **+ \$73,000**
2. Consider a motion approving an IT Support Specialist. **+ \$82,000**
3. Consider a motion approving New Staffing for Recreation Services. **+ \$26,000**

- 4. Consider a motion to approve a Short Range Transit Plan. + \$50,000
- 5. Consider a motion to approve the purchase of Earthquake Insurance for GRF property. + \$99,000 - \$193,000
- ii. Program Modifications (Tab 3) N/A
- iii. New and Increased Revenue and Program Cost Recovery (Tab 4) N/A
- iv. Trust Facility/Property Maintenance Projects and Purchase of Tangible Property (Tab 6)
  - 1. Consider a motion approving recommended projects totaling \$ 873,700. (No motion needed unless the amount is changed) \$ \_\_\_\_\_
- v. Department Budgets (Tab 8)
  - 1. Consider a motion to approve recommendation for Departments 100 Executive through 502 Rossmoor Channel as presented except for decreases in health insurance expense of \$59,828 and union pension expense of \$52,208. - \$ 112,036
- vi. Defined Benefit Pension Plan Contribution (Tab 5)
  - 1. Recommend 2017 contribution of \$707,250. (No motion needed unless the amount is changed) \$ \_\_\_\_\_
- vii. Operating Cash (Tab 7)
  - 1. Consider a motion to approve recommended use of \$400,000 of operating cash. (No motion needed unless amount is changed) \$ \_\_\_\_\_
- 3) Vote on motion, as amended, to approve the proposed 2017 GRF Operations Budget.
- b. Consider recommendation to authorize the CEO to execute an agreement with First Serve Production, Inc., to renovate the existing tennis courts at Creekside into three Pickleball Courts for an amount not to exceed \$25,000, which includes a contingency to be paid from the Trust Estate Fund. (Attachment)

11. ANNOUNCEMENTS

- a. The next mid-month regular meeting of the Board will be held on Tuesday, October 11, 2016, at 9:00 a.m. in the Peacock Hall at Gateway Complex.
- b. The next end-of-the month regular meeting of the Board will be held on Thursday, October 27, 2016, at 9:00 a.m. in Peacock Hall at Gateway Complex.

12. EXECUTIVE SESSION

- a. There will be an executive session of the Board following this meeting to discuss contract, legal, and personnel matters and any other appropriate business.

13. RECESS

pj

**Golden Rain Foundation, Inc.**  
**Treasurer's Report**  
**Board Meeting September 29, 2016**

For the month of August operating results were \$10,000 favorable to budget. Total revenue exceeded budget by \$68,000 and total expenses were over budget by \$58,000. Cumulative for the first eight months of the year, revenues were favorable to budget by \$94,000 and expenses were below budget by \$129,000, for a combined positive cumulative variance for the year of \$223,000 or 1.4%. All amounts are rounded to the nearest thousand for this report.

**Revenues:**

Favorable variances to budget included \$17,000 in golf revenue and \$40,000 in recreation revenue.

**Expenses:**

Expenses for August included unfavorable variances in maintenance supplies of \$13,000, cost of ticketed events of \$14,000 and landscape repairs and maintenance of \$15,000. These variances are seasonal in nature with all of the expenses expected to finish the year within budget.

**Trust Estate Fund**

There were 40 membership transfer fees received in August generating \$360,000 as compared to 60 in 2015 that generated \$420,000. Total expenditures for the month were \$393,000 including \$95,000 for the Dell Valle renovation project, \$26,000 for the Gateway multi-purpose rooms, \$24,000 for the Hillside atrium roof, \$103,000 in machinery and equipment purchases and \$137,000 in debt service.

September 22, 2016

CEO's Monthly Report  
By Tim O'Keefe, CEO

### **Manor Sales and Membership Transfer Fees**

There were 53 sales in August 2016 as compared with 62 in August 2015. 39 of the sales paid a membership transfer fee. One non-sale transaction also paid a fee. As of September 22<sup>nd</sup>, there have been 31 sales for the month and there are 77 pending escrows.

### **Employee Transition**

Three employees commenced employment with the Golden Rain Foundation in August: Rafael Morales, Golf Course Equipment Operator; Susan Walker, Service Order Specialist; and Daniel Alfaro, Golf Course Equipment Operator.

Three employees left employment with the Golden Rain Foundation in August: Michael Perryman, Utility Repair Worker I; Wilma Murray, Editor/Staff Writer; and Coleen Masri, Front Desk Attendant.

### **2017 GRF Budget**

The GRF staff and Board of Directors have been diligently working hard preparing the 2017 budget. Please consider attending the September 29 GRF Board meeting to hear the deliberations and/or provide your input.

### **De Valle Fitness Center Renovation**

We anticipate that the final construction drawings for the fitness center will be available for review by the GRF Board of Directors at the mid-month October 11 Board meeting. The Board will make final decisions on the components and design and, if approved, the drawings will be sent to contractors to bid on the renovation of the fitness center.

### **Accessibility Review of Dollar Clubhouse**

The consultant has completed a preliminary review of the Dollar Clubhouse to determine changes that could be made to the facility to enhance accessibility. Staff members are reviewing the recommendations and will be preparing a cost analysis for the Board of Directors at a future meeting.

## **Solar Farm**

Although negotiations are not complete yet, we are getting very close to finalizing an agreement to purchase approximately 60% of GRF's electricity from a private solar energy provider who would own and operate a solar farm on a hillside on Rockview (leading up to MOD) and on overhead solar panels that would be placed over the RV lot behind MOD. This multi-million dollar installation will not require the output of any capital funds from GRF. Instead, we would guarantee the purchase of all power generated by the system. The GRF Board of Directors decided not to own or lease the solar system and instead chose a power purchase agreement (PPA) because, as a nonprofit corporation, GRF would forego all tax credits with ownership or leasing which would amount to approximately 30% of the cost of the system. With a PPA, the private system owner would receive the tax credits and, in turn, offer us a lower rate for our energy. We conservatively estimate that the system will reduce GRF's energy bill by more than \$5 million over the next 25 years. Stay tuned as the negotiations are continuing.

## **Cable TV/broadband contract**

As announced last month, the new TV and broadband internet contract with Comcast will commence on January 1, 2017. The new package includes such enhancements as the Digital Preferred channel lineup, High Definition television signal and high speed (100 Megabits per second) broadband internet. Residents will also have the option to upgrade free of charge to the X1 Xfinity platform and voice-activated remote control. This package retails to anyone living outside Rossmoor for \$200 per month. Our cost will be \$55 per manor per month. Implementation will occur Mutual by Mutual and will be described in future issues of the Rossmoor News.

## AQUATICS ADVISORY COMMITTEE REPORT

## REGULAR MEETING

THURSDAY, SEPTEMBER 8, 2016, AT 1:30 P.M.

A regular meeting of the Aquatics Advisory Committee (AAC) was called to order by the Chairman, Brian K. Stack, at 1:30 p.m. on Thursday, September 8, 2016, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Judith L. Morton, Vice Chairman, Dale O. Reynolds, Secretary, Norman P. Gorsuch, Carol A. Meehan, and Mary Lou Delpech, GRF Board representative and ex-officio member. Barbara S. Jordan and E.J. Koch were excused. Also attending were Les Birdsall, President, GRF; Tim O'Keefe, CEO; Jeffrey P. Matheson, Director of Resident Services; and Hideyo Routh, Head Lifeguard. Attendance

The report of the Committee's regular meeting of August 11, 2016, was approved as presented. Report Approved

Mr. Reynolds presented the pool numbers. For the month of August, Dollar Pool visits were down 3.26%, Hillside Pool visits were down 1.39%, and Del Valle Pool visits were down 17.30% from the 2015 numbers. Overall, pool visits were down 9.86% from 2015. Pool Numbers

Mr. Matheson gave a detailed presentation regarding the status of the Del Valle Complex Renovation Project with specific discussion regarding the entry and reception areas. Extensive discussion was held regarding the best way to phase in the remodeling of these areas. Del Valle Complex Renovation Discussion

A motion was made, seconded, and CARRIED UNANIMOUSLY to accept the AAC and FCAC Committee's recommendation to use the Del Valle parking lot to relocate fitness equipment and workout space for classes so residents can continue their fitness activities during the renovation of the Del Valle Complex. Recommendation re. Fitness Equipment Storage

Mr. O'Keefe asked the AAC to work with the FCAC to come up with a guest fee plan by no later than February 1, 2017. Guest Fee Plan

There being no further business, the meeting was adjourned at 2:45 p.m. Adjournment/

The next regular meeting of the AAC will be held on Thursday, October 13, 2016, at 1:30 p.m. in the Board Room Gateway Complex. Next Mtg. 10/13/16



Brian K. Stack, Chairman  
Aquatics Advisory Committee



ANNUAL POOL ATTENDANCE NUMBERS

DOLLAR POOL

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2010			158	1095	1294	1802	2335	2171	1915	1539		
2011				1247	1326	1595	1751	1754	1883	1742		
2012				1241	1785	1824	2238	2190	1964	1559		
2013			780	1774	2033	2057	1627	1423	1661	1612	1043	
2014			1362	1771	2,180	2516	2,489	2,505	2,191	1916	1034	
2015			1532	1,572	1,252	2012	1,849	2,179	1,907	1,750	791	
2016			994	1,698	1,901	2436*	2,302	2,266				
Yr-Yr % change			-35.12%	8.02%	51.84%		24.50%	3.79%				

HILLSIDE POOL

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2010				282	1378	2046	2491	2089	1933	1278		
2011				1042	1369	1975	2958	2431	2199	1403		
2012				1371	1762	2344	2719	2768	2895	1604		
2013			561	1734	2109	2645	2863	2803	2027	1593	539	
2014			1243	1855	2,290	2890	2,951	2,778	2,247	1885	922	
2015			1710	1,432	1,161	2497	2,855	2,869	1,833	2,008	487	
2016			960	1,795	2,024	3978*	4,531	3,927				
Yr-Yr % change			-43.86%	25.35%	74.33%		58.70%	36.88%				

DEL VALLE POOL

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2010	5404	5127	5858	4813	4356	4467	5280	4981	4852	4488	5366	4850
2011	5609	5135	6004	4591	3802	5142	5617	5301	4625	4480	5901	5305
2012	6160	6062	6418	5014	4921	5154	5863	6301	5431	5182	6191	5656
2013	6506	6021	6206	5545	4746	5367	6257	5934	5195	5166	5209	5708
2014	6681	6,306	5919	5339	5,323	4311	5,832	5,910	5,623	5541	5259	6209
2015	6818	6,615	5021	5,573	5,602	5708	5,861	6,272	5,666	5,161	5314	5,400
2016	6,245	6,215	4865	4,053	4,408	4902*	5,312	5,406				
Yr-Yr % change			-3.11%	-27.27%	-21.31%		-9.37%	-13.81%				

TOTAL FOR ALL POOLS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2010	5404	5127	6016	6190	7028	8315	10106	9241	8700	7305	5366	4850
2011	5609	5135	6004	7102	6497	8712	10326	9486	8707	7625	5901	5305
2012	6160	6062	6418	7626	8468	9322	10820	11259	10290	8345	6191	5656
2013	6506	6021	7547	9053	8,888	10069	10747	10160	8883	8371	6791	5708
2014	6681	6306	8524	8,965	9,793	9717	11,272	11,193	10,061	9,342	7215	6209
2015	6818	6615	8,263	8,577	8,015	10,217	10,565	11,320	9,406	8,919	6592	5400
2016	6,245	6215	6,819	7,546	8,333	11,316	12,145	11,599				
Yr-Yr % change			-17.48%	-12.02%	3.97%		14.96%	2.46%				

2015 Cum to Mo	6818	13433	21696	30273	38288	48505	59070	70390	79796	88715	95,307	100707
2016 Cum to Mo	6,245	12,460	19,279	26825	35,158	46,474	58,619	70,218				
% Incr/Decr			-11.14%	-11.39%	-8.17%		-0.76%	-0.24%				

COLOR CODES

- DOLLAR AND HILLSIDE CLOSED FOR
- HS and Dollar pools opened March 15,
- Dollar Pool closed for construction of Event Center 7/22-8/2/2013 & 8/19-8/25/2013,
- HS closed Nov 15
- DV closed 6/23-29
- DV closed 3/23-3/27
- HS closed 9/17-9/22
- HS closed 7 days
- Began use of Keytag

**TOTAL**  
83648  
86409  
96617  
98744  
105,278  
100,707  
70,218

\*NUMBERS INCLUDE GUESTS AND CAREGIVERS







From: [Masha Henzel](#)  
 To: [Kim Von Striver](#)  
 Subject: Aug 2016 H2O stats  
 Date: Wednesday, September 07, 2016 6:31:55 AM

---

## AQUATICS CLASSES STATS

### AUGUST 2016

#### Monday

*8:00am class	total = 48	avg = 10	
*10:00am class	total = 121	avg = 30	
11:00am class	total = 154	avg = 31	
12:00pm class	total = 114	avg = 23	
7:00pm class	total = 129	avg = 26	

#### Tuesday

5:00pm class	total = 116	avg = 23	
--------------	-------------	----------	--

#### Wednesday

*8:00am class	total = 67	avg = 13	
*10:00am class	total = 127	avg = 32	
11:00am class	total = 147	avg = 29	
12:00pm class	total = 108	avg = 22	
1:30pm class	total = 36	avg = 7	36 total AUG
7:00pm class	total = 122	avg = 24	

#### Thursday

5:00pm class	total = 59	avg = 15	175 total AUG
--------------	------------	----------	---------------

#### Friday

*8:00am class	total = 68	avg = 17	183 total AUG*
*10:00am class	total = 73	avg = 24	321 total AUG*
11:00am class	total = 118	avg = 30	419 total AUG
12:00pm class	total = 45	avg = 11	267 total AUG
7:00pm class	total = 76	avg = 19	327 total AUG

#### Saturday

1:00pm class	total = 116	avg = 29	116 total AUG
--------------	-------------	----------	---------------

**TOTAL = 1,844**

**\*504** are in classes taught by independent contractors

**1340** are in classes taught by fitness staff

*Masha Henzel*

Del Valle Aquatics, Sports & Fitness Complex

1751 Tice Creek Drive

Walnut Creek, CA 94595

925-988-7850 front desk

925-988-7851 office

**DEL VALLE AQUATICS and FITNESS REGISTRATION  
AUGUST 2016**

<b>ATTENDANCE NUMBERS</b>								<b>ROOM &amp; POOL NUMBERS</b>									
SCANNED ENTRIES								14060	AEROBIC ROOM #s:								2336
RESIDENT SIGN IN TOTAL:								1286	SHASTA ROOM #s:								1405
FITNESS GUEST TOTAL:								238	SIERRA ROOM #s:								1862
FITNESS CAREGIVER TOTAL:								75									
CLUB GUEST TOTAL:								253	POOL STAFF CLASSES:								1340
CONTRACTOR GUEST TOTAL:								17	POOL CONTRACTOR CLASSES:								504
	FITNESS TOTALS:							15929	POOL CLASS TOTAL:								1844
POOL ATTENDANCE TOTAL:								5187									UNIQUE SCANS
POOL GUEST TOTAL:								169									1925
POOL CAREGIVER TOTAL:								50									
	POOL TOTALS:							5406									
<b>FACILITY TOTAL:</b>								<b>21335</b>	<b>TRAINER ACTIVITY</b>								
									TOTAL ½ HOUR SESSIONS								164
									TOTAL 1 HOUR SESSIONS								107
									TOTAL FREE SESSIONS								215
									TOTAL CLASSES TAUGHT								168
									TOTAL PAID SGT/WORKSHOP CLIENTS								76
	<b>POOL TOTALS</b>																
2011	5609	5135	6004	4591	3802	5142	5617	5301	4625	4480	5901	5305	61,512				
2012	6160	6062	6418	5014	4921	5154	5863	6301	5431	5182	6191	5656	68,353				
2013	6506	6021	6206	5545	4746	5367	6257	5934	5195	5166	5209	5708	67,860				
2014	6681	6,306	5919	5339	5,323	4311	5,832	5,910	5,623	5541	5259	6209	68,253				
2015	6818	6,615	5021	5,573	5,602	5708	5,861	6,272	5,666	5,161	5314	5,400	69,011				
2016	6,480	6,553	4902	4,258	4,602	4902	5,312	5,406					42,415				
	<b>FITNESS TOTALS</b>																
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	POOLS	TOTAL		
2011	13187	12210	14037	12000	12464	12563	11969	13132	11529	11975	11943	11334	148343	61,512	209,855		
2012	12856	12463	12950	12044	12436	12390	12857	13314	12440	13241	11825	11736	150552	68,353	218,905		
2013	13227	12348	12976	13063	12782	11910	13007	13014	11850	12778	11524	11455	149934	67,860	217,794		
2014	13325	12514	13780	12983	12727	11937	13363	13821	12812	13225	12123	12663	155273	68,253	223,526		
2015	13806	13088	14099	13013	13118	13394	14212	14200	13970	13759	12870	13186	162715	69,011	231,726		
2016	15703	15087	16516	15120	15629	14603	14729	15929					123316	42,415	165,731		

FITNESS CENTER ADVISORY COMMITTEE REPORT  
 REGULAR MEETING  
 WEDNESDAY, SEPTEMBER 7, 2016, AT 9:30 A.M.

A regular meeting of the Fitness Center Advisory Committee (FCAC) was called to order by the Chairman, Claudia Tierney, at 9:30 a.m. on Wednesday, September 7, 2016, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Sherry S. Smith, Secretary, Charlotte A. Howard, Barbara Leonard, Virginia Lee Rapp, and Melvin C. Fredlund, GRF representative and ex-officio member. Catherine S. Herdering and Carol A. Green were excused. Also attending were Leslie Birdsall, President, GRF; Jeffrey P. Matheson, Director of Resident Services; and Fred Ponce, Construction Project Manager for the Del Valle Complex Renovation Project.

Attendance

The report of the Committee's regular meeting of August 10, 2016, was approved as written.

Report  
Approved

The Chairman reported that there were 15,929 total visits to the Del Valle Fitness Center for the month of August. For the total facility, there were 21,335 visits.

Chairman's  
Report

Mr. Matheson and Mr. Ponce presented handouts with drawings and led a discussion regarding the proposed entry and reception counter for the renovation of the Del Valle Fitness Center. Mr. Matheson reported that he'd visited other fitness centers in the area and found that each had a prominent reception desk instead of physical barriers such as a turnstile. After much discussion, the members of the FCAC decided that a more secure area would be preferable in an effort to deter unauthorized outsiders and authorized users who attempt to enter without swiping/signing in. There was also concern expressed about the entry and exit areas being the same. The Committee ultimately agreed with the plan, as presented, with the following two recommendations:

Update on  
Del Valle  
Complex  
Renovation  
Project

1. A dedicated area for exiting the facility with the addition of some kind of exit barrier to prevent users from entering the exit area.
2. Some kind of a "beeping system" to alert staff to unauthorized users and authorized users who try to avoid swiping/signing in.

Mr. Matheson and Mr. Ponce presented handouts and drawings, and then led a discussion of the phasing options. Mr. Matheson said that the goal is to keep the programs active during construction, which should take 11-12 months. Mr. Ponce said that there would be three phasing options consisting of a preparation phase and two construction phases. The alternative would be to house administration, rest rooms, aerobics and stretch, and fitness equipment in triple-wide modulars on part of the parking lot during construction. Classes would be held in other locations during the time of construction. For a variety of reasons, the Committee members

Phasing  
Options for  
Del Valle  
Complex  
Renovation  
Project

determined that the parking lot option would be the best temporary solution.

A motion was made by Ms. Leonard, seconded by Ms. Rapp, and CARRIED UNANIMOUSLY to recommend using the parking lot option to the GRF Board.

The Committee members were asked to review the proposed revisions to Rule R102.0, Fitness Center Access and Use, and the proposed revisions to the Fitness Center Guidelines.

Following discussion, a motion was made by Ms. Smith, seconded by Ms. Leonard, and CARRIED UNANIMOUSLY to recommend sending the proposed revisions to Rule R102.0, Fitness Center Access and Use, to the Policy Committee for review and consideration.

The Policy Committee does not review/consider revisions to the Fitness Center Guidelines as this document is reviewed/revised by the FCAC.



The Chairman adjourned the meeting at 11:05 a.m.

The next regular meeting of the FCAC will be held on Wednesday, October 12, 2016, at 9:30 a.m. in the Fairway Room at Creekside Clubhouse.

Recom-  
mendation  
to GRF  
Board re.  
Phasing  
Option/  
Rule  
R102.0

Recom-  
mendation  
to Send  
Rule  
R102.0 to  
Policy  
Committee

Adjourn-  
ment/  
Next Mtg.  
10/12/16

  
\_\_\_\_\_  
Claudia Tierney, Chairman   
Fitness Center Advisory Committee

SSS/kv

Attachment: Fitness Center Statistics



**DEL VALLE AQUATICS and FITNESS REGISTRATION  
AUGUST 2016**

<b>ATTENDANCE NUMBERS</b>								<b>ROOM &amp; POOL NUMBERS</b>									
SCANNED ENTRIES								14060	AEROBIC ROOM #s:								2336
RESIDENT SIGN IN TOTAL:								1286	SHASTA ROOM #s:								1405
FITNESS GUEST TOTAL:								238	SIERRA ROOM #s:								1862
FITNESS CAREGIVER TOTAL:								75									
CLUB GUEST TOTAL:								253	POOL STAFF CLASSES:								1340
CONTRACTOR GUEST TOTAL:								17	POOL CONTRACTOR CLASSES:								504
FITNESS TOTALS:								15929	POOL CLASS TOTAL:								1844
POOL ATTENDANCE TOTAL:								5187									<b>UNIQUE SCANS</b>
POOL GUEST TOTAL:								169									1925
POOL CAREGIVER TOTAL:								50									
POOL TOTALS:								5406	<b>TRAINER ACTIVITY</b>								
<b>FACILITY TOTAL:</b>								<b>21335</b>	TOTAL ½ HOUR SESSIONS								164
									TOTAL 1 HOUR SESSIONS								107
									TOTAL FREE SESSIONS								215
									TOTAL CLASSES TAUGHT								168
									TOTAL PAID SGT/WORKSHOP CLIENTS								76
<b>POOL TOTALS</b>																	
<b>2011</b>	5609	5135	6004	4591	3802	5142	5617	5301	4625	4480	5901	5305	61,512				
<b>2012</b>	6160	6062	6418	5014	4921	5154	5863	6301	5431	5182	6191	5656	68,353				
<b>2013</b>	6506	6021	6206	5545	4746	5367	6257	5934	5195	5166	5209	5708	67,860				
<b>2014</b>	6681	6,306	5919	5339	5,323	4311	5,832	5,910	5,623	5541	5259	6209	68,253				
<b>2015</b>	6818	6,615	5021	5,573	5,602	5708	5,861	6,272	5,666	5,161	5314	5,400	69,011				
<b>2016</b>	6,480	6,553	4902	4,258	4,602	4902	5,312	5,406					42,415				
<b>FITNESS TOTALS</b>																	
	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD</b>	<b>POOLS</b>	<b>TOTAL</b>		
<b>2011</b>	13187	12210	14037	12000	12464	12563	11969	13132	11529	11975	11943	11334	148343	61,512	209,855		
<b>2012</b>	12856	12463	12950	12044	12436	12390	12857	13314	12440	13241	11825	11736	150552	68,353	218,905		
<b>2013</b>	13227	12348	12976	13063	12782	11910	13007	13014	11850	12778	11524	11455	149934	67,860	217,794		
<b>2014</b>	13325	12514	13780	12983	12727	11937	13363	13821	12812	13225	12123	12663	155273	68,253	223,526		
<b>2015</b>	13806	13088	14099	13013	13118	13394	14212	14200	13970	13759	12870	13186	162715	69,011	231,726		
<b>2016</b>	15703	15087	16516	15120	15629	14603	14729	15929					123316	42,415	165,731		

## GOLF ADVISORY COMMITTEE REPORT

REGULAR MEETING  
FRIDAY, SEPTEMBER 9, 2016, AT 9:00 A.M.

A regular meeting of the Golf Advisory Committee (GAC) was convened by the Vice Chairman, Donald A. Terry, at 9:00 a.m. on Friday, September 9, 2016, in the Board Room at Gateway Complex.

Present, in addition to the Vice Chairman, were Lydia F. Bolinger, William L. Herrick, Mary Hufford, Robert L. Montgomery, Susan Williamson, and Mary Lou Delpech, ex-officio member and GRF Board representative. John McDonnell was excused. Also attending were Les Birdsall, President, GRF; Timothy O'Keefe, CEO; Mark K. Heptig, Director of Golf; Blake Swint, Golf Course Superintendent; Kelly Berto, Recreation Supervisor; and one resident. Attendance

The report of the Committee's regular meeting held on August 12, 2016, was approved as written. Report Approved

Mr. Heptig reported that he has received two requests from charities for donations of greens fees for raffles. Correspondence

Ms. Berto presented room reservation procedures to the Committee. Discussion followed. Room Reservation Procedures/

Ms. Delpech reported that the GRF Board worked on and approved eight goals at its last meeting. Some of the goals the Board approved dealt with the Fitness Center, solar power in Rossmoor, and earthquake insurance. She also reported that Fitness Center construction may start in January and that staging will be critical in order to keep as much of the facility open and functioning as possible. GRF Board Report

Ms. Hufford, representing the Women's 18-Hole Club, reported the following: 1) the Club currently has 125 members; and 2) Agnes Shin is the Club's Classic Champion. Club Reports

Mrs. Bolinger, representing the Women's 9-Hole Club, reported the following: 1) the Club currently has 161 members; 2) the 2016 nominating committee was appointed and will meet to present the Club's 2017 slate of officers; 3) the August 18<sup>th</sup> "Summer Scramble" was a great success with 62 members playing golf and enjoying a barbeque in the Donner Room at the Event Center; 4) the Club is looking forward to the September 15<sup>th</sup> "Guest Day", which in being held on the Dollar Ranch Course (due to the generosity of the 18-Hole Club); and 5) the Club's general meeting and election of the 2017 officers will be held on October 13<sup>th</sup>.

Mr. Montgomery, representing the Rossmoor Men's Golf Club, reported the following: 1) the Claremont and 4-Person Scramble Tournaments are coming up; and 2) there were ten tournaments in August.

Golf Advisory Committee  
Regular Meeting

-2-

September 9, 2016

Ms. Williamson, representing the Happy Hackers Club, reported that the Club's HEW party is sold out.

Mr. Terry did not have a report this month for the Golf Hosting Program.

Mr. Heptig presented the financial report and the Golf Management Report, which are attached. Staff Reports

Mr. Swint presented the Golf Course Superintendent's Report, which is attached.

There was no Chief Marshal's report as Mr. Nitta was not at the meeting. Chief Marshal's Report/

The Committee reviewed and discussed suggested revisions to Rule R103.0, Golf Courses. Mr. Heptig will prepare a written draft of proposed revisions to Rule R103.0 and present it to the Committee at its October 14<sup>th</sup> meeting. Rule R103.0

There being no further business to come before the Committee, the meeting was adjourned at 10:15 a.m. Adjournment

The next regular meeting of the Committee will be held on Friday, October 14, 2016, at 9:00 a.m. in the Board Room at Gateway Complex. Next Mtg. 10/14/16

  
Donald A. Terry, Vice Chairman  
Golf Advisory Committee

DAT/kv

## 2016 Golf Course Rounds

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2016 YTD	2015 YTD
<b>Golf Cards</b>														
18 hole - prepaid	499	1,050	984	1,299	1,381	1,238	1,341	1,425					9,217	10,929
9 hole - prepaid	401	773	643	1,174	1,181	1,015	1,376	1,243					7,806	9,590
Sponsored Guest													0	0
<b>Subtotal - Cards</b>	900	1,823	1,627	2,473	2,562	2,253	2,717	2,668	0	0	0	0	17,023	20,519
<b>Greens Fees</b>														
<b>Residents</b>														
18 holes @ 24.00	214	623	561	605	730	790	923	908					5,354	5,914
9 holes @ 12.00	173	616	585	818	809	954	1,011	1,030					5,996	6,569
18 holes @ 9 hole rate \$12.00	11	24	16	28	137	20	103	46					385	326
18 holes late @ 18.00	22	94	62	95	71	92	99	95					630	852
9 holes late @ 9.00	204	569	417	645	763	745	909	960					5,212	5,907
<b>Subtotal - Residents</b>	624	1,926	1,641	2,191	2,510	2,601	3,045	3,039	-	-	-	-	17,577	19,568
<b>Sponsored Guest</b>														
18 holes @ 24.00	15	32	24	42	51	47	43	33					287	302
9 holes @ 12.00	3	5	6	9	15	11	23	16					88	70
18 holes late @ 18.00	1	8	7	13	13	10	11	8					71	58
9 holes late @ 9.00	4	17	11	28	15	15	29	31					150	102
<b>Subtotal - Sponsored Guest</b>	23	62	48	92	94	83	106	88	0	0	0	0	596	532
<b>Guests - Weekdays</b>														
18 holes @ 40.00	41	100	78	98	104	133	185	165					904	1,078
9 holes @ 20.00	32	134	137	218	218	232	205	249					1,425	1,176
18 holes late @ 30.00	4	37	43	37	55	34	39	66					315	411
9 holes late @ 15.00	52	129	124	169	166	199	229	224					1,292	1,614
18 holes special @ \$24.00			22	15	104	79	105	30					355	508
9 holes special @ \$12.00			21	6		8	11	11					57	39
<b>Subtotal - Guests weekdays</b>	129	400	425	543	647	685	774	745	-	-	-	-	4,348	4,826
<b>Guests - Weekends &amp; Holidays</b>														
18 holes @ 50.00	45	65	55	79	124	174	132	93					767	1,140
9 holes @ 25.00	52	66	45	77	120	93	146	123					722	754
18 holes late @ 38.00	15	27	13	24	22	30	43	33					207	270
9 holes late @ 19.00	34	81	26	54	68	55	109	71					498	641
<b>Subtotal - Guests Weekends &amp; Holidays</b>	146	239	139	234	334	352	430	320	-	-	-	-	2,194	2,805
<b>Total - Guests</b>	298	701	612	869	1,075	1,120	1,310	1,153	0	0	0	0	7,138	8,163
<b>Tournaments</b>				224	178	252		171					825	262
<b>Total Rounds Played</b>	1,822	4,450	3,880	5,757	6,325	6,226	7,072	7,031	-	-	-	-	42,563	48,512

## 2016 Golf Course Cash Receipts

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Actual 2016 YTD	YTD 2016 Budget	Actual 2015 YTD	YTD 2015 Budget
<b>Golf Cards</b>																
Annual 18 holes @ \$1,800.00	59,400.00	3,600.00	1,800.00										64,800.00		87,500.00	
1st Qtr (Jan-Mar) @ \$400.00	5,200.00												5,200.00		4,400.00	
2nd Qtr (Apr-Jun) @ \$600.00			6,600.00	16,800									23,400.00		20,000.00	
3rd Qtr (Jul-Sep) @ \$600.00				600		12,000	16,800.00						29,400.00		22,200.00	
4th Qtr (Oct-Dec) @ \$400.00				400									400.00		670.00	
Annual 9 holes @ \$900.00	20,700.00												20,700.00		30,625.00	
1st Qtr (Jan-Mar) @ \$200.00	2,800.00	2,700.00											5,500.00		2,800.00	
2nd Qtr (Apr-Jun) @ \$300.00			3,300.00	6,600									9,900.00		9,600.00	
3rd Qtr (Jul-Sep) @ \$300.00						3,000.00	11,400.00						14,400.00		10,100.00	
4th Qtr (Oct-Dec) @ \$200.00													-			
Sponsored Guest @ \$1,000.00	8,000.00	8,000.00	4,000.00		1,600	1,200.00		600.00					23,400.00		24,200.00	
Golf Card Income Deferred	87,300.00												87,300.00		94,425.00	
<b>Subtotal - Cards</b>	<b>183,400.00</b>	<b>14,300.00</b>	<b>15,700.00</b>	<b>24,400.00</b>	<b>1,600.00</b>	<b>16,200.00</b>	<b>28,200.00</b>	<b>600.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>284,400.00</b>	<b>313,689.00</b>	<b>306,520.00</b>	<b>306,019.00</b>
<b>Greens Fees Residents</b>																
18 holes @ 24.00	5,136.00	14,952.00	13,464.00	14,520.00	17,520.00	18,960.00	22,152.00	21,792.00					128,496.00		141,825.00	
9 holes @ 12.00	2,076.00	7,392.00	7,020.00	9,816.00	9,708.00	11,448.00	12,132.00	12,360.00					71,952.00		78,828.00	
18 holes @ 9 hole rate \$12.00	132.00	288.00	192.00	336.00	1,644.00	240.00	1,236.00	552.00					4,620.00		3,912.00	
18 holes late @ 18.00	396.00	1,692.00	1,116.00	1,710.00	1,278.00	1,656.00	1,782.00	1,710.00					11,340.00		13,632.00	
9 holes late @ 9.00	1,836.00	5,121.00	3,753.00	5,805.00	6,867.00	6,705.00	8,181.00	8,640.00					46,908.00		47,256.00	
<b>Subtotal - Residents</b>	<b>9,576.00</b>	<b>29,445.00</b>	<b>25,545.00</b>	<b>32,187.00</b>	<b>37,017.00</b>	<b>39,009.00</b>	<b>45,483.00</b>	<b>45,054.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>263,316.00</b>	<b>259,771.00</b>	<b>285,453.00</b>	<b>254,579.00</b>
<b>Sponsored Guest</b>																
18 holes @ 24.00	360.00	768.00	576.00	1,008.00	1,224.00	1,128.00	1,032.00	792.00					6,888.00		7,359.00	
9 holes @ 12.00	36.00	60.00	72.00	108.00	180.00	132.00	276.00	192.00					1,056.00		840.00	
18 holes late @ 18.00	18.00	144.00	126.00	234.00	234.00	180.00	198.00	144.00					1,278.00		928.00	
9 holes late @ 9.00	36.00	153.00	99.00	252.00	135.00	135.00	261.00	279.00					1,350.00		816.00	
<b>Subtotal - Sponsored Guest</b>	<b>450.00</b>	<b>1,125.00</b>	<b>873.00</b>	<b>1,602.00</b>	<b>1,773.00</b>	<b>1,575.00</b>	<b>1,767.00</b>	<b>1,407.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,572.00</b>		<b>9,943.00</b>	
<b>Guests - Weekdays</b>																
18 holes @ 40.00	1,640.00	4,000.00	3,120.00	3,920.00	4,160.00	5,320.00	7,400.00	6,600.00					36,160.00		40,964.00	
9 holes @ 20.00	640.00	2,680.00	2,740.00	4,360.00	4,360.00	4,640.00	4,100.00	4,980.00					28,500.00		22,344.00	
18 holes late @ 30.00	120.00	1,110.00	1,290.00	1,110.00	1,650.00	1,020.00	1,170.00	1,980.00					9,450.00		11,508.00	
9 holes late @ 15.00	780.00	1,935.00	1,860.00	2,535.00	2,490.00	2,985.00	3,435.00	3,360.00					19,380.00		22,596.00	
18 holes special @ \$24.00			528.00	360.00	2,496.00	1,896.00	2,520.00	720.00					8,520.00		12,192.00	
9 holes special @ \$12.00			252.00	72.00		96.00	132.00						684.00		468.00	
<b>Subtotal - Guests weekdays</b>	<b>3,180.00</b>	<b>9,725.00</b>	<b>9,790.00</b>	<b>12,357.00</b>	<b>15,156.00</b>	<b>15,957.00</b>	<b>18,757.00</b>	<b>17,772.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>102,694.00</b>		<b>110,072.00</b>	
<b>Guests - Weekends &amp; Holidays</b>																
18 holes @ 50.00	2,250.00	3,250.00	2,750.00	3,950.00	6,200.00	8,700.00	6,600.00	4,650.00					38,350.00		54,720.00	
9 holes @ 25.00	1,300.00	1,650.00	1,125.00	1,925.00	3,000.00	2,325.00	3,650.00	3,075.00					18,050.00		18,096.00	
18 holes late @ 38.00	570.00	1,026.00	494.00	912.00	836.00	1,140.00	1,634.00	1,254.00					7,866.00		9,720.00	
9 holes late @ 19.00	646.00	1,539.00	494.00	1,026.00	1,292.00	1,045.00	2,071.00	1,349.00					9,462.00		11,538.00	
<b>Subtotal - Guests Weekends &amp; Holidays</b>	<b>4,766.00</b>	<b>7,465.00</b>	<b>4,863.00</b>	<b>7,813.00</b>	<b>11,328.00</b>	<b>13,210.00</b>	<b>13,955.00</b>	<b>10,328.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>73,728.00</b>		<b>94,074.00</b>	
<b>Total - Guests</b>	<b>8,396.00</b>	<b>18,315.00</b>	<b>15,526.00</b>	<b>21,772.00</b>	<b>28,257.00</b>	<b>30,742.00</b>	<b>34,479.00</b>	<b>29,507.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>186,994.00</b>	<b>218,982.00</b>	<b>214,089.00</b>	<b>214,431.00</b>
<b>Tournaments</b>					8,900.00			8,550.00					17,450.00	10,283.00	8,016.00	16,285.00
<b>Total Play Revenue</b>	<b>201,372.00</b>	<b>62,060.00</b>	<b>56,771.00</b>	<b>78,359.00</b>	<b>75,774.00</b>	<b>85,951.00</b>	<b>108,162.00</b>	<b>83,711.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>752,160.00</b>	<b>802,725.00</b>	<b>814,078.00</b>	<b>791,314.00</b>
<b>Misc income/Gas Sales</b>	<b>55.00</b>	<b>15.00</b>	<b>105.00</b>	<b>55.00</b>	<b>45.00</b>	<b>140.00</b>		<b>80.00</b>					<b>495.00</b>		<b>782.50</b>	
<b>Total Golf Course Revenue</b>	<b>201,427.00</b>	<b>62,075.00</b>	<b>56,876.00</b>	<b>78,414.00</b>	<b>75,819.00</b>	<b>86,091.00</b>	<b>108,162.00</b>	<b>83,791.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>752,655.00</b>	<b>802,725.00</b>	<b>814,860.50</b>	<b>791,314.00</b>

**2016 Golf Shop Sales**

<b>Golf Shop Sales</b>	<b>August</b>	<b>2016 YTD</b>	<b>2015 YTD</b>
Merchandise Sales	14,124	144,027	148,926
Cart Rental	12,232	69,593	74,726
Club Repair	135	417	633
Golf Lesson	3,470	25,885	25,730
Driving RNG	6,156	40,106	44,543
<b>Total</b>	<b>36,117</b>	<b>280,027</b>	<b>294,558</b>

September 2016

## GOLF MANAGEMENT REPORT

- The month of August was very busy when it came to the number of players and green fee income. We did nearly 400 more rounds compared to August of 2015. Income was increased by about \$14,000 in greens fees during the same period. However, we are still down overall for the year. Although we will not equal last year's play due to the tough start, it is nice to see that we are narrowing the gap. Receipts show that in card sales we are only down \$20,000 and we are actually up in both "Sponsored Guest" fees and outside tournament income.
- The golf shop is another good story. Sales for the month were \$14,124 which puts us just slightly behind last year's totals for the year. Cart rentals are also very close to last year's totals as is the driving range sales. Golf lessons are slightly up when compared to last year. This is excellent news when you consider that the golf courses got off to a slow start. I think three factors can be attributed to us holding steady on the golf shop income. First, keeping the inventory fresh and working hard on correct buying structures for each category. Second, the new club fitting golf shot "monitor" that we purchased over the winter. Third, better customer service by having more pricing displayed and employees armed with better information.
- There are many items that have recently come into the golf shop as we get ready for the change in seasons. Both men's and women's departments have new clothing groups and outerwear. We will be introducing new shoe lines, clubs and fun gift items for the holidays.
- It already is changing. Days are getting shorter. Temperatures are moving down. Maintenance on the golf courses is moving into fall preparation stage and watering is being turned down. The tournament schedule will really begin slowing down by the end of the month. It has been a great season with many challenges. The golf crews appreciate the golfers for their patience as we completed projects and worked to provide a better golf experience.

## Golf Course Superintendent's Report

September 9, 2016

Since May 18<sup>th</sup> the date that we opened the EBMUD 8" valve that provides supplemental irrigation water to our irrigation reservoir we have continued to apply 88% of the amount of irrigation water compared to the same time period in 2013.

The Creekside greens have been aerated and top-dressed with sand. Because the sand used to top-dress the greens contained a higher amount of sodium than desired gypsum was applied on the greens offset the negative effects of the sodium. The Dollar Ranch greens will be aerated and top-dressed with sand in the same manner during the next two weeks. The areas where turf was lost this past summer on several Dollar Ranch greens will be over-seeded with bent grass during green's aeration.

The task of over-seeding the tees on both courses will begin after green's aeration is completed. The over-seeding of turf areas where irrigation was reduced or turned off in an effort to lower water costs will follow.

Progress is being made regarding the re-location of our turf nursery from the right side of the 8<sup>th</sup> hole on Dollar Ranch to the open area located behind the 15<sup>th</sup> green. When completed the 7,200 square foot nursery will be comprised of several turf varieties including 1,500 square feet of turf that may to be used to replace turf lost on greens in the future. The rest of the area will be covered with both cool season and water conserving warm season grasses.

Tree trimming has been completed on both courses to provide more sunlight. Trimming occurred near the 7<sup>th</sup> tee on Creekside and on the 13<sup>th</sup> blue tee on Dollar Ranch.

Decomposed granite service paths have been installed along the 7<sup>th</sup> and 8<sup>th</sup> tees on Dollar Ranch.



## POLICY COMMITTEE REPORT

REGULAR MEETING  
TUESDAY, SEPTEMBER 6, 2016, AT 1:31 P.M.

A regular meeting of the Policy Committee was convened by the Chairman, Robert D. Kelso, at 1:31 p.m. on Tuesday, September 6, 2016, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Sue DiMaggio Adams, Leslie Birdsall, and Geraldine Pyle. Also attending were Mary Lou Delpech, Secretary, GRF; Timothy O'Keefe, CEO; Anthony W. Grafals, General Counsel; Kelly Berto, Recreation Supervisor; and several residents. Attendance

During the Residents' Forum, Gary Hansen commented that this was the first time he had heard about issues surrounding the revision of Policy 502.0, Bulletin Boards and Display Cases, and said that he believes the level of politics at Rossmoor is high and residents don't need to be "protected". John Littig said that a Club's beliefs and the causes it supports are integral to a Club's activities and as such, that information should be made available to everyone. Mary England expressed concern over the language used in the proposed revised policies and GRF moving into the role of mediating disputes between groups over the content of Club postings. Roxanne Stallings commented on what she felt was an attempt to create rules to quiet down some of the disagreements among residents and said that limits should not be set around people's politics, beliefs, or causes. Mahmoud Ohadie agreed with the speakers before him, commented on the bulletin boards recently removed from the Fitness Center, and asked the Committee not to censor the residents. Finally, Karolyn Stein, speaking on behalf of MEICOR, thanked the Committee and GRF staff for its work on Policy 502.0, Bulletin Board and Display Cases, and Policy 502.1, Flyers and Petitions, and said the organization supports the revised Policies. Residents' Forum

Following the Residents' Forum, the Chairman addressed some of the comments made during the forum and thanked residents for attending the meeting. He then briefly described the background of this matter and how the Policy Committee arrived at this point, citing that the issue surrounding the bulletin boards and display cases has been going on for years, that it has been a difficult process for the Committee, and that decisions have not been made lightly. He encouraged residents who feel strongly about the revisions proposed to the Policies to attend the next GRF Board meeting where a full presentation will be made to the Board by the Committee. Mr. Birdsall and Ms. Pyle addressed some of the comments as well. Mr. O'Keefe said that the bulletin boards recently removed at the Fitness Center will be replaced by locked, glass-enclosed display cases similar to the ones at Gateway Complex.

The Policy Committee's report of its meeting held on August 2, 2016, was unanimously approved with the following correction: two references to "Policy 203.1" on page 2 were corrected to read "Policy 201.3". Report Approved as Corrected

The Committee reviewed staff's proposed revisions to Policy 502.0, Bulletin Boards and Display Cases. At its August 2<sup>nd</sup> meeting, the Committee instructed staff to make additional revisions to the Policy. Discussion followed.

Recom-  
mendation  
to GRF  
Board  
re. Policy  
502.0

A motion was made by Mr. Birdsall and seconded by Ms. Adams to recommend that the GRF Board consider approving proposed revised Policy 502.0, Bulletin Boards and Display Cases (agenda attachment 5a-1 to 5a-5). Following additional discussion, the vote was taken on the motion, and the motion CARRIED, with Ms. Pyle voting "no".

The Committee discussed Policy 502.1, Flyers and Petitions. At its August 2<sup>nd</sup> meeting, the Committee instructed staff to make additional revisions to the Policy. Discussion followed.

Recom-  
mendation  
to GRF  
Board  
re. Policy  
502.1

A motion was made by Mr. Birdsall and seconded by Ms. Adams to recommend that the GRF Board consider approving proposed revised Policy 502.1, Flyers and Petitions (agenda attachment 5b-1 to 5b-3). Following additional discussion, the vote was taken on the motion, and the motion CARRIED, with Ms. Pyle abstaining.

The Committee then discussed Policy 201.3, Guidelines for Creating Resident Activity Advisory Committees. At its August 2<sup>nd</sup> meeting, the Committee instructed staff to make a revision to the Policy. Discussion followed.

Recom-  
mendation  
to GRF  
Board re.  
Policy  
201.3

A motion was made by Mr. Birdsall, seconded by Ms. Adams, and CARRIED UNANIMOUSLY to recommend that the GRF Board consider approving proposed revised Policy 201.3, Guidelines for Creating Resident Activity Advisory Committees (agenda attachment 5c-1 to 5c-3).

Before concluding, the Chairman announced that the Policy Committee's next meeting will be held on Tuesday, October 4, 2016, at 1:30 p.m. in the Board Room at Gateway Complex.

Next Mtg.  
10/4/16

There being no further business to come before the Committee, the meeting was adjourned at 2:05 p.m.

Adjourn-  
ment



Robert D. Kelso, Chairman  
Policy Committee

Agenda Item: 8a1  
Subject: Policy 502.0 (Bulletin  
Boards and Display  
Cases)  
Meeting Date: September 29, 2016

**SUMMARY REPORT  
GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS**

**REPORT PREPARED BY:**

Anthony W. Grafals, General Counsel and Director of Confidential Services

**REQUESTED ACTION:**

Review Policy 502.0 and consider for possible revisions.

**RECOMMENDATION:**

At its September 6, 2016 meeting, the Policy Committee voted to recommend adoption of proposed revised Policy 502.0 (Bulletin Boards and Display Cases) by the Board.

**BACKGROUND:**

A number of complaints were received by residents regarding bulletin board postings on GRF property. Staff sought to limit postings in bulletin boards to exclude materials deemed offensive.

In response, some residents complained that Policy 502.0 was ambiguous and has been applied inconsistently by staff. Additionally, some residents have complained to the GRF Board alleging private censorship.

Although GRF is within its legal rights to censor information posted on Trust property, the question of whether or not to do so may be determined by the Board.

The Policy Committee reviewed edits suggested by staff and requested additional revisions, as noted in the attached markup, in order to clarify Policy 502.0 and improve the uniformity of its application.

**ATTACHMENTS:**

- 1) Proposed Revised Policy 502.0 (Bulletin Boards and Display Cases) (markup)
- 2) Current Policy 502.0 (Bulletin Boards and Display Cases)

Subject: Bulletin Boards and Display Cases

Purpose: To Establish a Policy to Control Display of Club and Residents Material on bulletin boards and in display cases in or on common GRF Clubhouse Facilities and property

The placement of bulletin board materials and regulation of common area display cases in or on common GRF clubhouse facilities or property is managed by GRF staff. Del Valle Clubhouse is managed by the Fitness Center Supervisor, Pool facilities are managed by the Head Lifeguard and all other facilities and property are managed by the Recreation Supervisor. Bulletin boards and display cases located in or at facilities with primary management by a recognized Rossmoor Club shall be controlled by that designated club (for example the Lawn Bowling Club will control the use of the bulletin boards in the Mat House and the Ceramics Club will control the bulletin board in the ceramics studio)

**A. General guidelines for posting material in display cases or on bulletin boards owned by GRF:**

1. ~~Space for~~ All display of material in cases are reserved and assigned through the Recreation Department on a first come first served basis based on, subject to space availability.
2. All materials must be submitted to the Recreation Supervisor for posting.
3. All materials submitted for posting must be approved by GRF.
4. Once approved, materials will be posted within three (3) days.
5. The process for reservations and any changes thereto will be posted in the Rossmoor News periodically.
- ~~2=6.~~ No advertising of outside contractors, vendors, or solicitation of ~~any non-humanitarian cause~~ outside causes or business is allowed.
- ~~3=7.~~ All posted material must have the name of the sponsoring club and/or resident with contact information on the front of the material.
- ~~4=8.~~ All material ~~may~~ must not be larger than 8.5" x 11.0".
- ~~5=9.~~ All material must have the date posted printed on the front ~~of the material.~~
- ~~6=10.~~ Material may only be posted for a maximum of 30 days prior to an event and must be taken down no later than the day after the event.
- ~~1.~~ No obscene or offensive material may be posted as determined by GRF.
11. The purpose of the display cases is to allow Recognized Rossmoor Clubs & Organizations to provide information about their club which shall be limited to contact information, meeting dates and agendas, and social activities. Postings

Policy 502.0

- must not be about the club's beliefs, propaganda or causes it supports.
12. GRF reserves the right to remove any material posted that GRF determines, in its sole discretion, to be inappropriate which shall include but not be limited to comments or postings that could be construed as discriminatory towards a protected class, defamatory, libelous, hateful, of a political nature or propaganda.
  13. Initial violations of any of the Guidelines will result in a warning, and direction to remove non-compliant material. Repeat violations of the Guidelines may result in temporary or permanent loss of posting privileges for the applicable individual, club or organization.

### **B. Display Case outside Peacock Hall:**

1. The General Guidelines set forth in Section A, above, apply.
- ~~4.2.~~ The locked display case outside Peacock Hall is only for the display of information for events scheduled at Peacock Hall.
- ~~1.~~ ~~All material must be submitted to the Recreation Supervisor for posting.~~

### **C. Display Cases near the craft rooms at Gateway:**

1. The General Guidelines set forth in Section A, above, apply.
- ~~4.~~ ~~The display cases are for the display of information by recognized Rossmoor Clubs only.~~
- ~~4.2.~~ ~~Recognized Clubs must submit a request to use one of the cases to the Recreation Supervisor. Space will be allocated on a first come basis. & Organizations only.~~
3. Display cases are reserved from January through June, and July through December.
- ~~2.4.~~ ~~Display of material is limited to six (6) months for the smaller display cases and one (1) month for a large display case.~~
- ~~3.5.~~ ~~The Activities Council has been granted permanent use of one (1) large display case.~~

### **D. Locked Display cases in the Hall by the Redwood Room at Gateway:**

- ~~1.~~ ~~Material must be submitted to the Recreation Supervisor for posting in the locked display cases in this area.~~
1. The General Guidelines set forth in Section A, above, apply.
- ~~4.2.~~ Information for Classified ads are provided by residents and will be typed and posted by the Recreation Supervisor.
- ~~2.3.~~ Classified ads may not include more than five items for sale.
- ~~3.4.~~ Classified ads are for Rossmoor Residents only to advertise items they may have for sale.
- ~~4.5.~~ Classified ads are posted for a maximum of 30 days.

Authority: Policy

5/29/03

5/29/14

/ /16

Subject: Bulletin Boards and Display Cases

Purpose: To Establish a Policy to Control Display of Club and Residents Material on bulletin boards and in display cases in or on common GRF Clubhouse Facilities and property

The placement of bulletin board materials and regulation of common area display cases in or on common GRF clubhouse facilities or property is managed by GRF staff. Del Valle Clubhouse is managed by Fitness Center Supervisor, Pool facilities are managed by the Head Lifeguard and all other facilities and property are managed by the Recreation Supervisor. Bulletin boards and display cases located in or at facilities with primary management by a recognized Rossmoor Club shall be controlled by that designated club (for example the Lawn Bowling Club will control the use of the bulletin boards in the Mat House and the Ceramics Club will control the bulletin board in the ceramics studio)

**A. General guidelines for posting material in display cases or on bulletin boards owned by GRF:**

1. Space for display of material is on a first come first served basis based on space availability.
2. No advertising of outside contractors, vendors, or solicitation of any non-humanitarian cause or business is allowed.
3. All posted material must have the name of the sponsoring club and/or resident with contact information on the front of the material.
4. All material may not be larger than 8.5" x 11.0".
5. All material must have the date posted printed on the front of the material.
6. Material may only be posted for a maximum of 30 days prior to an event and must be taken down no later than the day after the event.
7. No obscene or offensive material may be posted as determined by GRF.

**B. Display Case outside Peacock Hall:**

1. The locked display case outside Peacock Hall is only for the display of information for events scheduled at Peacock.
2. All material must be submitted to the Recreation Supervisor for posting.

**C. Display Cases near the craft rooms at Gateway:**

1. The display cases are for the display of information by recognized Rossmoor Clubs only.
2. Recognized Clubs must submit a request to use one of the cases to the Recreation Supervisor. Space will be allocated on a first come basis.
3. Display of material is limited to six (6) months for the smaller display cases and one (1) month for a large display case.
4. The Activities Council has been granted permanent use of one (1) large display case.

**D. Locked Display cases in the Hall by the Redwood Room at Gateway:**

1. Material must be submitted to the Recreation Supervisor for posting in the locked display cases in this area.
2. Information for Classified ads are provided by residents and will be typed and posted by the Recreation Supervisor.
3. Classified ads may not include more than five items for sale.
4. Classified ads are for Rossmoor Residents only to advertise items they may have for sale.
5. Classified ads are posted for a maximum of 30 days.

Authority: Policy

5/29/03

5/29/14



Agenda Item: 8a2

Subject: Policy 502.1 (Flyers and  
Petitions)

Meeting Date: September 29, 2016

***SUMMARY REPORT***  
***GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS***

**REPORT PREPARED BY:**

Anthony W. Grafals, General Counsel and Director of Confidential Services

**REQUESTED ACTION:**

Review Policy 502.1 for possible revisions.

**RECOMMENDATION:**

At its September 6, 2016 meeting, the Policy Committee voted to recommend revised Policy 502.1 (Flyers and Petitions) to the Board for adoption.

**BACKGROUND:**

At its June 7, 2016 meeting, the Policy Committee considered Policy 502.0 (Bulletin Boards and Display Cases) for possible revisions. In the course of its discussion, reference was made to Policy 502.1 (Flyers and Petitions). The Committee requested that P502.1 be added to the July 5, 2016 agenda for concurrent consideration and discussion with Policy 502.0.

At its September 6, 2016 meeting, the Committee voted to recommend changes in order to make Policy 502.1 more consistent with proposed revised Policy 502.0 (Bulletin Boards and Display Cases).

**ATTACHMENTS:**

Proposed Revised Policy 502.1 (Blackline)

Subject: Flyers and Petitions

Purpose: To Establish a Policy to Control ~~Posting and placement~~ Placement of Flyers and Petitions by Members on GRF Property

1. The ~~posting and~~ placement of petitions or flyers in Clubhouses or on Foundation property is subject to approval by the Foundation.
2. Only GRF Members may ~~post or~~ place flyers or petitions.
3. Flyers or petitions may be left in Foundation facilities for circulation on a first-come first-served basis, provided ~~posting or~~ placement does not interfere with normal usage of space, damage any property, or litter the grounds.
4. Flyers and petitions may be attached to clipboards or placed on suitable counters as space allows, but may not be attached to walls, posts, poles or other structures, nor may they be ~~posted or~~ placed on vehicles on GRF property.
5. Only flyers or petitions for non-commercial purposes may be ~~posted or~~ placed on Foundation property.
6. No advertising of outside contractors, vendors, or solicitation of any ~~non-humanitarian~~ outside cause or business is allowed.
7. ~~Posting or~~ placement of flyers or petitions may be limited by the Foundation based on space availability.
8. GRF reserves the right to remove any material that GRF determines, in its sole discretion, to be inappropriate or offensive, including but not limited to comments of a political nature or which may be construed as discriminatory, defamatory, hate speech, or propaganda.  
~~The Foundation may remove any petition or flyer that is found to interfere with normal facilities usage, or determined by the Foundation to be offensive, disruptive, or in violation of law or Foundation policies.~~
9. Each page of a flyer or petition must contain the name and contact information for the organization or party~~person posting or~~ placing the materials.
10. Flyers and petitions must include a date of ~~posting or~~ placement and must be removed by the earlier of either the date of day after the event/deadline, or thirty calendar days from the date of ~~posting or~~ placement.
11. The person ~~posting or~~ placing a petition or flyer is responsible for any damage to property, including but not limited to, nail holes or staples, and for removal of any litter that results from such ~~posting or~~ placement.

Authority: Policy

5/29/14

\_/\_/16

Agenda Item: 8a3  
Subject: Policy 201.3  
(Guidelines for Creating  
Resident Activity Advisory  
Committees)  
Meeting Date: September 29, 2016

***SUMMARY REPORT***  
***GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS***

**REPORT PREPARED BY:**

Anthony W. Grafals, General Counsel and Director of Confidential Services

**REQUESTED ACTION:**

Review Policy 201.3 for possible revisions.

**RECOMMENDATION:**

At its September 6, 2016 meeting, the Policy Committee voted to recommend proposed revised Policy 201.3 to the Board for adoption.

**BACKGROUND:**

On July 15, 2016, an email was sent by the CEO to the Chair of the Policy Committee (attached) regarding concerns expressed by GRF Director Geraldine Pyle that the Fitness Advisory Committee may have acted in a manner which exceeds the scope of its charter. The CEO requested that Policy 201.3 be reviewed by the Policy Committee for possible revision consistent with the concerns expressed.

At its September 6, 2016 meeting, the Policy Committee voted to recommend changes to Policy 201.3 to the Board for adoption.

**ATTACHMENTS:**

- 1) Policy 201.3 (Blackline)
- 2) Email from CEO dated 7/15/16

Subject: Guidelines for Creating Resident Activity Advisory Committees

Purpose: To Establish Guidelines for Creating Resident Activity Advisory Committees

Prior to establishing a resident activity advisory committee the Board shall consider the amount of staff time that will be required to attend committee meetings and otherwise assist the committee. Additionally, an advisory committee should be created *only* when:

1. The facility in which the activity is held is managed by GRF staff; and
2. Specialized knowledge is required for proper oversight of the activity and such knowledge is more readily available among resident user groups rather than the Board; and
3. There are multiple venues or multiple user groups with minor differences that are best mediated by a Board-approved representative instead of the full Board.

An advisory committee should not be created exclusively to address the following:

1. A specific, non-recurring usage problem; or
2. A specific maintenance or repair problem; or
3. To serve as a vehicle to lobby the GRF Board for a capital expenditure. Notwithstanding the foregoing, nothing in this Policy shall prohibit an advisory committee from evaluating the need for capital expenditures in the normal course of the operation of the resident activity.

Authority: Policy

1/25/07

/ /16

**From:** [Tim O'Keefe](#)  
**To:** [Bob Kelso](#); [Anthony Grafals](#)  
**Cc:** [Geri Pyle](#)  
**Subject:** Policy Committee review item  
**Date:** Friday, July 15, 2016 3:02:33 PM  
**Attachments:** [Policy 201.3.pdf](#)

---

Bob & Tony-

Geri Pyle has requested that the Committee review policy 201.3, specifically the charter prohibition against the committee serving:

"...as a vehicle to lobby the GRF Board for a capital expenditure."

She expressed to me that she is concerned that the Fitness Center Advisory Committee has overstepped its charter by advocating for the renovation of the fitness center. Although Geri didn't mention it, by extension, the Golf Advisory and Aquatics Advisory Committees have also advocated for capital expenditures which might also violate their charter.

The policy language only prohibits committees from being *created* for the purpose of advocating for a capital expenditure, which these committees were not created to do. Their primary responsibilities are to advise the Board on matters pertinent to their respective areas which may or may not include occasional capital expenditure requests. Capital expenditure requests often go through them and their input on the request is invaluable to the Board. So, it could be argued, that the phrase doesn't apply to the ongoing operations of the committees. But I think it could also be inferred that the listed prohibitions should apply to the ongoing operations of the committees.

I concur with her that we should either:

1. enforce the prohibition and remind the committees that they are not allowed to advocate for capital expenditures—which might seem counter-productive as an advisor to the Board—or;
2. revise the language to make the intent of the policy more clear, or;
3. remove the sentence from the policy

Tim

Agenda Item: 10b  
Subject: Pickleball at Creekside Courts  
Meeting Date: September 29, 2016

**SUMMARY REPORT**  
**GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS**

**REPORT PREPARED BY:**

Jeff Matheson, Director of Resident Services

**REQUESTED ACTION/ RECOMMENDATION:**

Consider recommendation to authorize the CEO to execute an agreement with First Serve Production, Inc., to renovate the existing tennis courts at Creekside into three Pickleball Courts for an amount not to exceed \$25,000, which includes a contingency to be paid from the Trust Estate Fund.

**BACKGROUND:**

The Rossmoor Pickleball Club began play in the Sierra Room at Del Valle in 2013. The Club has seen tremendous growth over the past three years. Currently the Sierra Room has game lines for three courts. The Club is provided time throughout the week for various levels of play and for Club sponsored orientation events and tournaments.

Use of Del Valle Sierra Room was intended to be a temporary option until a renovation could be completed of the facility. Based on the current schedule for the renovation, construction should begin in early 2017. Once complete, the facility will include two indoor courts.

Over the past few years there has been a great deal of discussion regarding long-term options for a new Pickleball Complex. Those discussions are still taking place. In the short term the two existing courts at Creekside provide an excellent opportunity to provide three quality outdoor courts. The surface of these courts is in poor condition and requires repair and resurfacing. Additionally, the fence dividing the two courts needs to be removed so that spacing for three courts end to end can be achieved. Finally, game lines and new nets need to be installed.

The Creekside Courts are being impacted by erosion from the creek. This erosion will prevent these courts from being used as a permanent long-term solution without stabilizing the creek bank. Short term the game lines can be moved closer to the fence bordering the sidewalk, thus mitigating the impact of creek erosion on the actual game surface.

**ALTERNATIVES:**

1. The Board can request staff seek additional options for Pickleball courts for short term use.

**SUBSEQUENT ACTIONS:**

If approved, the courts would be renovated prior to the start of the Fitness Center renovation project. This would provide courts for continuing play. Once the Fitness Center is renovated there would be three outdoor courts and two indoor courts for Pickleball play. Long-term solutions could be examined once the Fitness Center project is complete.

**FINANCIAL IMPACT:**

The proposed project is for an amount not to exceed \$25,000 which includes a contingency.

**ATTACHMENTS:**

Proposal from First Serve Productions, Inc.



# First Serve Productions Inc.

CSLB/Contractors License 773811

451 Starmont Court  
Danville, CA 94526  
925.202-5228  
fax 925.684-4866  
www.firstservepro.com

---

**Proposal submitted to:** Jeff Matheson  
**Date:** 09/19/16  
**Job Name:** Rossmoor – Creekside Tennis Courts  
**Address:** Walnut Creek, CA  
**Phone:** (925) 988-7628

---

For the Purpose of ...  
Surfacing of 2 Tennis Court and turning them into 3 Pickleball Courts

1. Clean and Prep surface.
2. Remove existing tennis net posts and fill and level holes before surfacing.
3. Remove 50+ feet of fencing between the courts.
4. Fill all cracks on surface before coating.
5. Sand down all repaired areas on courts.
6. Apply 2-3 coats of asphalt emulsion to courts.
7. Apply 3 coats of full color acrylic. Color to be determined.
8. Apply lines with U.S.T.A. approved white line paint to specifications of 3 pickleball courts. Game lines for three new PB courts placed end to end with appropriate spacing between courts and at the end of each court
9. Furnish and Install 3 sets of pickleball posts, nets and center anchors to owners specs.

**Note:** All materials are as specified all work to be completed in a workmanlike manner according to practices. Any alterations or deviations from above will be in written change order. All agreements are contingent upon strikes, accidents or delays out of our control i.e. Weather. Cracks will reappear.

---

*We hereby propose to furnish labor and materials –complete in accordance with the above specifications, for the sum of:*

Labor and Materials for #1-9 = Twenty Two Thousand Two Hundred Dollars \$22,200

35% due upon acceptance  
Balance due upon completion.

All material is guaranteed to be as specified

\_\_\_\_\_  
Authorized Signature

---

### Acceptance of Proposal

*The above prices and specifications are satisfactory and we hereby accept you are authorized to do the work as specified.*

Date \_\_\_\_\_

Signature \_\_\_\_\_