

A G E N D A

POLICY COMMITTEE

REGULAR MEETING
TUESDAY, JUNE 5, 2018 AT 1:30 P.M.
BOARD ROOM - GATEWAY COMPLEX

1. MEETING CALLED TO ORDER Geri Pyle, Chair
2. ROLL CALL Ken Anderson, Barbara Coenen, Robert Kelso, Geri Pyle
3. RESIDENTS' FORUM
4. APPROVAL OF THE REPORT OF MEETING HELD ON MARCH 6, 2018
(Attachment)
5. OLD BUSINESS
Policy 102.3 (Allocation of Revenue and Expenses) – Changes recommended by the Finance Committee at its February 20, 2018 meeting. (Attachments)
6. NEW BUSINESS
Policy 304.1 (Guest Usage Policy) – Recommendation by the FCAC regarding request to exempt non-resident club members from guest usage fee
7. NEXT MEETING
Tuesday, April 3, 2018 @ 1:30 P.M. in the Board Room at the Gateway Complex
8. ADJOURNMENT

cc: GRF Board

POLICY COMMITTEE REPORT

REGULAR MEETING
TUESDAY, MARCH 6, 2018, AT 1:32 P.M.

A regular meeting of the Policy Committee was convened by the Chairman, Robert D. Kelso, at 1:30 p.m. on Tuesday, March 6, 2018, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Sue DiMaggio Adams, Geraldine Pyle, and Stephen D. Roath. Also attending were Mary Neff, Treasurer, and Melvin C. Fredlund, Director, GRF; Timothy O'Keefe, CEO; Anthony W. Grafals, General Counsel; and two residents.

Attendance

The Policy Committee's report of its meeting held on December 5, 2017, was approved as written.

Report
Approved

The Chairman reviewed the Finance Committee's recommendations to revise Policy 102.3, Allocation of Revenue and Expenses. Discussion followed.

Finance
Committee's
Recomm-

Mr. Grafals reviewed agenda page 6-13, a redlined copy of Policy 102.3. Discussion followed.

endations to
review

A motion was made by Ms. Adams and seconded by Mr. Kelso to amend page 6-13, Policy 102.3 (Redline Based on Finance Committee Recommendations) of the agenda to represent page 6-11, (Draft Policy Recommendations) from the Finance Committee, in the agenda. Following discussion, an additional amendment was made to amend the third bullet point in Section I. Trust Revenues on page 6-13 of the agenda, which reads as, "*fees for capital equipment purchased for MOD*" to now read as "*Reimbursement by MOD for capital equipment purchased by the trust on their behalf.*". The vote on the motion was taken, and the motion CARRIED UNANIMOUSLY.

Policy 102.3/
Motion
to Amend
Policy 102.3

The Committee reviewed Policy 102.3, Allocation of Revenue and Expenses, Section II. Trust Expenditures. Discussion followed.

Review of
Policy 102.3,
Section II/

A motion was made by Ms. Adams and seconded by Ms. Pyle to direct staff to prepare a revised draft of the Policy that more clearly reflects the Trust Agreement, with provision for specific items not required to be included in the GRF budget. After further discussion, no vote was taken on the motion.

Motion
for Staff

A motion was made by Ms. Adams and seconded by Ms. Pyle that the Policy Committee send Policy 102.3 back to the Finance Committee based on what the Committee has been talking about here today and the Finance Committee come back to the Policy Committee. After further discussion, Ms. Adams and Ms. Pyle amend their motion to have staff take a look at Policy 102.3, make some recommendations, and send it back to the Finance Committee to further advise the Policy Committee. The vote on the motion was taken, and the motion CARRIED UNANIMOUSLY.

to Draft a
Revised

Policy 102.3/
Motion

for Staff

to Draft a
Revised

Policy 102.3,
Send to

Finance
Committee

for Recomm-
endations

The Chairman announced that the next regular meeting of the Policy Committee will be held on Tuesday, April 3, 2018, at 1:30 p.m. in the Board Room at Gateway Complex.

Next Mtg.
4/3/18

There being no further business to come before the Committee, the meeting was adjourned at 2:50 p.m.

Adjourn-
ment

Robert D. Kelso, Chairman
Policy Committee

dr

DRAFT

Meeting Date: June 5, 2018

**SUMMARY REPORT
GOLDEN RAIN FOUNDATION POLICY COMMITTEE**

REPORT PREPARED BY: Anthony Grafals, General Counsel

REQUESTED ACTION/RECOMMENDATION: At its meeting on February 20, 2018, the Finance Committee voted to recommend changes to Policy 102.3 (Allocation of Revenue and Expenses).

BACKGROUND: Section 6 of Exhibit B to the GRF Trust Agreement (hereinafter referred to as, “the Bank Agreement”) as currently amended, sets forth the funding requirements for GRF’s annual operating budget. Generally, this section requires GRF to establish an annual budget for the operation and management of the GRF Trust Estate and the provision of administrative and recreational services for the members of the Mutuels and their successors in interest.

Such budget is to include administrative expenses, operating expenses, utilities, hazard insurance, taxes, assessments, interest, amortization and a reasonable contingency reserve.

Also, to be prepared in the same manner, GRF is to annually prepare a repair and maintenance budget to cover the repair and maintenance of the improvements included in the GRF Trust Estate, plus a reasonable reserve for replacement and renovation.

Both the operation and management budget and the repair and maintenance budget are to be calculated net of the use fees charged for the golf course and facilities and the lawn bowling greens and facilities. A copy of the referenced language is attached.

Pursuant to the GRF Trust Agreement, the funding for both of the foregoing budgets is to come from carrying charges allocated on a pro rata basis to the members of the Mutuels benefiting from the GRF Trust.

GRF Policy 102.3 (Allocation of Revenue and Expenses) was established in 2011 and amended in 2014, in order to, “describe the types of revenues and expenses that are classified as trust or operations and list some examples in each category.”

At its meeting on February 20, 2018, the Finance Committee voted to recommend changes to Policy 102.3 (Allocation of Revenue and Expenses) for consideration by the Policy Committee for possible further recommendation to the GRF Board for adoption.

Subsequently, at the March 6, 2018 Policy Committee meeting, the Policy Committee recommended additional changes for referral back to the Finance Committee, including

a change to the format of P102.3 to reformat the Policy so that it more closely mirrors the format of the language in the GRF Trust Agreement.

At its April 24, 2018 meeting, The Finance Committee considered the changes recommended by the Policy Committee at its March 6, 2018 meeting and rejected those recommendations. Instead, the Finance Committee made further refinements to its original recommendation, and returned those for consideration by the Policy Committee. A copy of that recommendation is attached.

ATTACHMENTS:

- **Minutes from the April 24, 2018 Finance Committee Meeting**
- **Policy 102.3 (Redline Based on most recent Finance Committee Recommendations)**
- **GRF Trust Agreement, Exhibit B, Section 6, as amended**
- **Original Blue-line revision from Finance Committee**

CRITERIA	Project:
Financial Impact	Undetermined
Operational Efficiencies	None.
Dependencies	Amended Section 6 of Exhibit B to the GRF Trust Agreement
Subsequent Actions	Recommendation to the Board only if approved.
Alternatives/Options	<ul style="list-style-type: none"> • Accept the Finance Committee’s recommendations • Reject the Finance Committee’s recommendations • Make alternate recommendations to the Board
Time-Frame	Unspecific.
Advantages/Benefits	Undetermined
Disadvantages/Risks	Potential violation of the terms of the Trust Agreement by the Trustee;

FINANCE COMMITTEE REPORT

REGULAR MEETING
TUESDAY, APRIL 24, 2018, AT 9:00 A.M.

A regular meeting of the Finance Committee was convened by F. William Dorband, Vice Chairman, at 9:00 a.m. on Tuesday, April 24, 2018, in the Board Room at Gateway Complex.

Present, in addition to the Vice Chairman, were Jean A. Autrey, Mary K. Neff, Della C. Temple, and Gery Yearout. David Smith, Chairman and Paul Rosenzweig were excused. Also attending were Geraldine Pyle, President, Stephen D. Roath, Vice President, Leslie Birdsall, Carl Brown, Barbara Coenen, Sue DiMaggio Adams, and Melvin C. Fredlund, Directors, GRF; Timothy O'Keefe, CEO; Richard S. Chakoff, CFO; Paul J. Donner, Director of Mutual and Trust Operations; Jeffrey P. Matheson, Director of Resident Services; Anthony W. Grafals, General Counsel; Deborah Rose, Senior Administrative Assistant, Executive Services; and three residents. Attendance

The report of the Committee's regular meeting of March 27, 2018, was approved as written. Report Approved

Mr. O'Keefe provided an update and overview regarding the water reclamation project soon to be addressed at the upcoming GRF Board meeting. He then reminded the Committee about a drought mitigation mandate created by the State last summer, which eliminates all water on City owned medians and how that affects the medians just outside of the Rossmoor gates. He concluded his report with a status update regarding the Planning Committee and its continued study of the traffic and pedestrian safety study. Staff Reports

Mr. Chakoff reviewed the GRF Statement of Operations for March, the MOD financial statements for March and answered questions from Committee members.

Mr. Donner then reviewed the March Trust Facilities and Property Maintenance Report, the Capital Projects Budget and Expenditure Report, and the Machinery & Equipment Budget and Expenditure Report.

The Vice Chairman introduced agenda item 7a, to discuss Trust versus Operating expenditures policy and reviewed agenda attachment pages 7a3-7a8, which are the proposed rewritten versions of Policy 102.3, Allocation of Revenue and Expenses. Discussion followed. Discussion re. the Rewritten Policy 102.3

A motion was made by Mrs. Temple and seconded by Mrs. Neff to recommend to the Policy Committee that in Policy 102.3, the first paragraph should read as "The categories shown on the following two pages describe the types of revenues and expenses that are classified as trust or operations and list some examples in each category. These lists should not be considered exhaustive but are merely illustrative." Also, in the last paragraph of the Policy to read as "For purposes of this Policy, a capital expenditure is defined as a purchase of tangible property costing over \$5,000 per item wherein the property

Recommendation to Policy Committee re. Policy 102.3, First Paragraph

will not be consumed or converted to cash in one year. Capital assets may be purchased with Trust funds or funds from the operating budget.”.

Following discussion, a motion was made by Mrs. Temple, seconded by Mrs. Neff, and CARRIED, with Mr. Dorband voting no, to amend the main motion as follows: Only the first paragraph out of the six paragraphs are to be included in the recommendation to the Policy Committee.

A motion was made by Mrs. Temple, seconded by Mrs. Neff, and CARRIED UNANIMOUSLY to recommend to the Policy Committee that in Policy 102.3, Section I. Trust Revenues, should accept the language as read on page 7a-6 and the top of page 7a-7 of the Finance Committee agenda packet.

Recom-
mendation
to Policy
Committee re.
Policy 102.3,
Section I

A motion was made by Mrs. Temple and seconded by Ms. Autrey to recommend to the Policy Committee that in Policy 102.3, Section II. Trust Expenditures, bullet points 1, 2, 3, and 4 to read as redlined; bullet point 5 to be reinstated from being stricken and to read as “bank charges, loan fees and debt service (principle and interest) for loans associated with Trust operations.”; bullet point 6 verbiage to be deleted and replaced with the following: “Pooled Assets – tangible property costing \$5,000 or less per item but capitalized when part of a set.” Following discussion, the vote on the motion was taken and the motion CARRIED UNANIMOUSLY.

Recom-
mendation
to Policy
Committee re.
Policy 102.3,
Section II

A motion was made by Ms. Autrey, seconded by Mrs. Neff, and CARRIED UNANIMOUSLY to recommend to the Policy Committee that in Policy 102.3, the Purpose of the Policy be rewritten as follows: “To Establish a Policy to Differentiate Trust Revenues and Expenses From Operating Revenues and Expenses in Accordance with Section 6 of Exhibit B of the Golden Rain Foundation Trust Agreement.”

Recom-
mendation
to Policy
Committee re.
Policy 102.3,
Purpose

A motion was made by Mrs. Temple, seconded by Mrs. Yearout, and CARRIED UNANIMOUSLY to recommend to the Policy Committee that in Policy 102.3, Section III. Operating Revenues, be reinstated from being stricken and with a change to the second bullet point to read as “fees collected for normal operation of Trust properties, including but not limited to, all golf course related revenue; room rental charges; sales of advertising; Creekside restaurant, catering and bar rents and revenues; and sales of Vehicle Access Devices.” And for the fifth bullet point to read as “miscellaneous items including but not limited to facilities usage fees, guest fees, handyman income, personal training income, RV rental fees.”

Recom-
mendation
to Policy
Committee re.
Policy 102.3,
Section III

A motion was made by Mrs. Temple, seconded by Ms. Autrey, and CARRIED UNANIMOUSLY to recommend to the Policy Committee that

Recom-
mendation

in Policy 102.3, Section IV. Operating Expenditures, that all redlined verbiage be reinstated.

to Policy
Committee re.
Policy 102.3,
Section IV

Mr. Chakoff then reviewed items 8a thru 8c of the agenda, which asked the Committee to advise the Board if there are sufficient funds in the Trust Estate Fund to fund these items. Discussion followed.

A motion was made by Ms. Autrey and seconded by Mrs. Neff to recommend to the GRF Board that there is sufficient money in the Trust Estate Fund to pay for these expenses should they choose to do them. Following discussion, a vote on the motion was taken, and the motion CARRIED UNANIMOUSLY.

Recom-
mendation
to GRF
Board
re.Funds for
Projects

There being no further business to come before the Committee, the meeting was adjourned at 11:18 a.m.

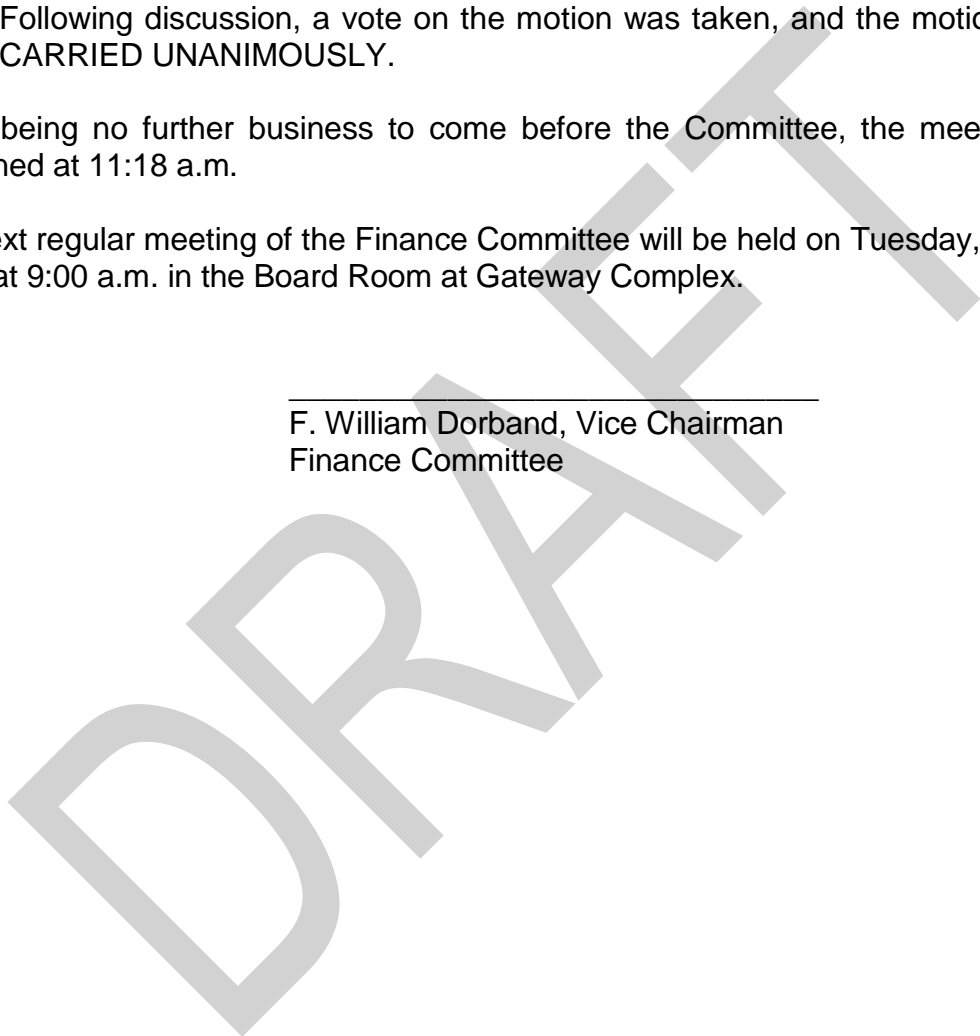
Adjourn-
ment

The next regular meeting of the Finance Committee will be held on Tuesday, May 29, 2018, at 9:00 a.m. in the Board Room at Gateway Complex.

Next Mtg.
5/29/18

F. William Dorband, Vice Chairman
Finance Committee

dr



Subject: Allocation of Revenue and Expenses

Purpose: To Establish a Policy to Differentiate Trust Revenues and Expenses From Operating Revenues and Expenses in Accordance with Section 6 of Exhibit B of the Golden Rain Foundation Trust Agreement

The categories shown on the following two pages describe the types of revenues and expenses that are classified as trust or operations and list some examples in each category. These lists should not be considered exhaustive but are merely illustrative.

For purposes of this Policy, a capital expenditure is defined as a purchase of tangible property costing over \$5,000 per item wherein the property will not be consumed or converted to cash in one year. Capital assets may be purchased with Trust funds or funds from the operating budget.

I. Trust Revenues include:

- membership transfer fees;
- earnings on Trust assets held for investment, including interest and Medical Center rent;
- Reimbursement by MOD fees for capital equipment purchased for MOD by the Trust on their behalf; and
- _____ gifts to the Trust (either for construction of a specific Trust asset or for general Trust activities).

Resale Community Facilities Fee (policy 102.1.2).

II. Trust Expenditures include:

- construction of new facilities or capitalized major renovations to existing facilities;
- fees for work done by non-GRF employees in anticipation of a capital project, including architect fees, engineering studies and consultant fees. Abandoned projects are an expense of the Trust.;
- any cost of temporary facilities required due to construction; and repair of changes that occurred due to construction;
- acquisition or replacement of capitalized assets, including but not limited to vehicles, landscape and Golf Course maintenance equipment, large computer systems, major software purchases, and major equipment items such as Fitness Center machines and video projector systems and roadways; and
- bank charges, loan fees and debt service (principal and interest) for loans associated with Trust operations.

- ~~Tangible property costing \$5,000 or less per item comprising a set or system, with an aggregate cost of \$80,000 or greater and a useful life in excess of one year, at the discretion of the GRF Board of Directors upon approval of the annual GRF budget.~~ Pooled Assets – tangible property costing \$5,000 or less per item but capitalized when part of a set.

III. Operating Revenues include:

- monthly fees collected from each manor for the operation of Rossmoor;
- fees collected for normal operation of Trust properties, e.g., including but not limited to, all golf course related revenue; room rental charges; sales of advertising; Creekside restaurant, catering and bar rents and revenues; and sales of Vehicle Access Devices.
- charges for programs and activities sponsored by GRF, e.g., Recreation Department concerts or excursions.
- earnings on operating fund assets held for investment, including interest; and
- ~~miscellaneous items such as~~ including but not limited to facilities usage fee, guest fees, handyman income, personal training income, RV rental fees and contractual business income from the Waterford and from vehicle maintenance.
-

IV. Operating Expenditures include:

- normal costs of operating GRF assets, including utilities, taxes, insurance, as well as labor and materials for functions such as custodial and landscape maintenance of GRF facilities and land, including temporary facilities;
- labor and materials for programs/services such as aquatics, bus transportation, counseling, communications, fitness and public safety;
- labor and materials for administrative services such as human resources, accounting, legal and executive services;
- purchase of tangible property costing \$5,000 or less per item;
- repairs;
- maintenance of Trust assets, in accordance with the terms of the Trust; and
- banking and financial expenses related to the operating budget.

Authority: Policy

12/1/11
5/29/14

6026400 281280

AGREEMENTS

FIRST WALNUT CREEK MUTUAL, WALNUT CREEK MUTUAL NO. TWO, WALNUT CREEK MUTUAL NO. EIGHT, WALNUT CREEK MUTUAL NO. TEN, WALNUT CREEK MUTUAL NO. ELEVEN, WALNUT CREEK MUTUAL NO. TWELVE, WALNUT CREEK MUTUAL NO. THIRTEEN, WALNUT CREEK MUTUAL NO. FOURTEEN, WALNUT CREEK MUTUAL NO. FIFTEEN, WALNUT CREEK MUTUAL NO. SIXTEEN, WALNUT CREEK MUTUAL NO. SEVENTEEN, GOLDEN RAIN FOUNDATION OF WALNUT CREEK and UNITED CALIFORNIA BANK do hereby amend said instruments by the deletion in full of Paragraph 6 of the "Agreement" to which reference is made in Paragraph B hereof and by the substitution of the following provision therein for said Paragraph 6:

"6. GOLDEN RAIN shall operate and manage the Improvements and provide administrative, recreational and medical services for the benefit of the members of the Cooperatives and their successors in interest at cost and on a non-profit basis. The cost thereof (to the extent such cost exceeds receipts from the fees for which provision is hereinafter made) shall be included in the monthly carrying charges charged on a prorata basis to the members by their respective Cooperatives. No less than sixty (60) days prior to the beginning of each fiscal year GOLDEN RAIN shall prepare an operating budget setting forth its estimate of the amount by which the cost of operating and managing the Improvements and providing the other aforesaid services desired for the ensuing year exceeds the estimate of fees to be collected. Copies of same shall be delivered to the members of the Cooperatives or to the Cooperatives for delivery to their members. The estimate shall include administrative expenses, operating expenses, utilities, hazard insurance, taxes and assessments, interest and amortization, and a reasonable contingency reserve. GOLDEN RAIN in its capacity as Trustee of the Golden Rain Foundation Trust shall maintain and repair the Improvements for the benefit of the Cooperatives and their successors in interest at cost and on a non-profit basis and shall prepare and deliver estimates for such maintenance and repair in the same manner and such costs shall be defrayed in the same manner as provided above for operating and managing costs. Such costs shall include a reasonable reserve for replacement and renovation.

BOOK 6450 PAGE 281

GOLDEN RAIN may charge users of the golf course and golf facilities, lawn bowling greens and lawn bowling facilities and stables, horses and riding facilities a reasonable fee for such use, and such fees may be instituted, removed, re-instituted and the amounts thereof established and changed by action of the Board of Directors of GOLDEN RAIN."

IN WITNESS WHEREOF, the parties to said instruments have caused this instrument to be executed by their duly authorized officers and have caused their corporate seals to be affixed as of this 31st day of August, 1970.

Subject: Allocation of Revenue and Expenses

Purpose: To Establish a Policy to Differentiate Trust Revenues and Expenses From Operating Revenues and Expenses

The categories shown on the following two pages describe the types of revenues and expenses that are classified as trust or operations and list some examples in each category. These lists should not be considered exhaustive but are merely illustrative.

For purposes of this Policy, a capital expenditure is defined as a purchase of tangible property costing over \$5,000 per item wherein the property will not be consumed or converted to cash in one year. Capital assets may be purchased with Trust funds or funds from the operating budget.

I. Trust Revenues include:

- membership transfer fees;
- earnings on Trust assets held for investment, including interest and Medical Center rent;
- ~~fees for capital equipment purchased for MOD~~ Reimbursement by MOD for capital equipment purchased by the trust on their behalf;
- gifts to the Trust (either for construction of a specific Trust asset or for general Trust activities);
- Resale Community Facilities Fee (policy 102.1.2)

II. Trust Expenditures include:

- construction of new facilities or capitalized major renovations to existing facilities;
 1. fees for work done by non-GRF employees in anticipation of a capital project, including architect fees, engineering studies and consultant fees. Abandoned projects are an expense of the Trust.
 2. any cost of temporary facilities required due to construction; and repair of changes that occurred due to construction;
- acquisition or replacement of capitalized assets, including but not limited to, vehicles, landscape and Golf Course maintenance equipment, large computer systems, major software purchases, and major equipment items such as Fitness Center machines and video projector systems and roadways; and
- bank charges, loan fees and debt service (principal and interest) for loans associated with Trust operations.

- ~~Tangible property costing \$5,000 or less per item comprising a set or system, with an aggregate cost of \$80,000 or greater and a useful life in excess of one year, at the discretion of the GRF Board of Directors upon approval of the annual GRF budget.~~ Pooled Assets - tangible property costing \$5,000 or less per item but capitalized when part of a set.

III. Operating Revenues include:

- monthly fees collected from each manor for the operation of Rossmoor;
- fees collected for normal operation of Trust properties, including but not limited to, all golf course related revenue; room rental charges; sales of advertising; Creekside restaurant, catering and bar rents and revenues; and sales of Vehicle Access Devices.
- charges for programs and activities sponsored by GRF, e.g., Recreation Department concerts or excursions.
- earnings on operating fund assets held for investment, including interest; and
- miscellaneous items including but not limited to facilities usage fee, guest fees, handyman income, personal training income, RV rental fees and contractual business income from the Waterford and from vehicle maintenance.

IV. Operating Expenditures include:

- normal costs of operating GRF assets, including utilities, taxes, insurance, as well as labor and materials for functions such as custodial and landscape maintenance of GRF facilities and land, including temporary facilities;
- labor and materials for programs/services such as aquatics, bus transportation, counseling, communications, fitness and public safety;
- labor and materials for administrative services such as human resources, accounting, legal and executive services;
- purchase of tangible property costing \$5,000 or less per item;
- repairs;
- maintenance of Trust assets, in accordance with the terms of the Trust; and
- banking and financial expenses related to the operating budget.

Authority: Policy

12/1/11 5/29/14

Note : Policy 102.1.1 re: RV lot fee should be reviewed in light of these recommendations.

Meeting Date: June 5, 2018

***SUMMARY REPORT
GRF POLICY COMMITTEE***

REPORT PREPARED BY:

Jeff Matheson, Director of Resident Services

REQUESTED ACTION/RECOMMENDATION:

Consider recommendation to amend the guest use policy (P304.1) to exempt nonresident club members from the guest use fee

BACKGROUND:

The GRF Board approved a new guest fee for use of the Tice Creek Fitness Center. The new fee schedule provides each resident with 10 free guest passes annually with a \$10/visit fee applying after the initial 10 passes are used. Members of the two Tap Dance Clubs, that use studio space at Tice Creek, have request the Board to modify the policy to allow for non-resident members of the clubs to attend the class with no fee. A copy of the request letter is attached.

Several of the clubs that hold classes at Tice Creek have non-resident members. The Board voted to grandfather existing non-resident members for each club and exempt them from the guest use fees and referred the matter back to the FCAC and AAC for further discussion. These non-resident club members would still need to be signed in with a sponsoring member and would not be permitted to use the fitness center except for attending the club sponsored class. If the non-resident chooses to use the facility beyond the class then the fee would apply.

The FCAC and AAC can recommend non-resident members of clubs be exempt from guest use fees or recommend that guest use fees apply to all non-resident users of the Tice Creek Fitness Center.

This matter was reviewed by the FCAC at its meeting on April 11, 2018. The FCAC recommends to the Policy Committee that the request be denied and the policy remain as currently approved.

ATTACHMENTS:

Guest use Policy P304.1

Request letters from Tap Dance Clubs (x4)

Subject: Guest Usage Policy

Purpose: To Establish Guidelines for Use of Trust Facilities by Guests

For purposes of this Policy the term "Guest" refers to non-Members, not registered with GRF as either a Lessee (Policy 104.1.2), or Domestic Employee, as set forth below. The Golden Rain Foundation's programs, services and facilities are intended primarily for use by GRF Members as defined in the Bylaws, either individually or as members of Rossmoor clubs and organizations. The Foundation supports a policy of accommodating Guests accompanied by their Member host when their presence does not interfere with Members' use of facilities.

1. Guests must be accompanied by a Member host at all times, unless otherwise specifically provided for elsewhere by Policy, Rules, or Procedures.
2. At the discretion of GRF, Guests may be limited to a number of days or excluded for specific days or portions thereof, from any programs, services or facilities in order to ensure adequate access to Members. A list of such limitations, if any, will be available from Member Records and provided to Members upon request.
3. Guests must follow all policies, rules and procedures of the applicable program/facility. Members are responsible for making their Guests aware of the Foundation's policies, rules and procedures and for the acts of their Guests.
4. No Guest who is a client, patient, or customer of a Member may use Foundation facilities for professional purposes.
5. Subject to approval of the GRF Board, Guests may be charged a fee for use of, or access to, any program, service or facility on terms and conditions prescribed by the Board. A schedule of such charges will be maintained by Member Records and provided to Members upon request.
6. The term Domestic Employee refers to an employee of a Member or Lessee as either a care-giver or housekeeper or similar capacity, whether or not such employee lives with the Member or Lessee full-time. Domestic Employees must be registered with GRF as such, and will be considered to be Guests of the Member, for purposes of access only. Domestic Employees will not be permitted to make use of any amenities or facilities, and must be accompanied by the applicable Member at all times. Domestic Employees may be issued limited access devices subject to the fees and restrictions established by the Board, which are available from Member Records upon request.
7. Notwithstanding any of the above limitations, exceptions to this Policy may be made by express provisions contained in the applicable Rules for participation and use of any GRF program, service or facility approved by the GRF Board.

Authority: Policy

6/24/04

9/27/07 Rev.

2/24/11 Rev.

10/31/13 Rev.

7/27/17 Rev.

February 25, 2018

RECEIVED

FEB 28 2018

Tim O'Keefe, CEO
Golden Rain Foundation
3410 Golden Rain Road
Walnut Creek, CA 94595

GRF BOARD OFFICE


Dear Mr. O'Keefe:

We are writing to you on behalf of Rossmoor's two tap-dancing clubs, the Happy Hoofers and the Hot Flashers, known collectively as the Rossmoor Rhythm Revue. These clubs have a proud 32-year history of providing quality entertainment within Rossmoor and also for residents in retirement communities and residential homes and for clubs and other organizations in nearby East Bay locations. Each week the Hoofers attend a two-hour instructional class on Mondays and the Flashers attend a two-hour class on Tuesdays. On Thursdays the Flashers rehearse for two hours to prepare for upcoming performances.

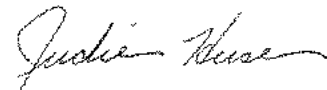
Between our two clubs, we have 31 members, six of whom are non-residents. These dedicated and talented individuals have been with us for many years and contribute greatly to the quality of our community and performance activities. Prior to the Fitness Center renovation and new electronic entry system, our non-residents gained entry to the Fitness Center by way of a Reception Desk manual sign-in and wrist-banding protocol before being escorted to the tap classroom by a resident club member. We emphasize that they do not, at any time, access any GRF facilities other than the Dance Studio. Additionally, it's important for you to know that no new non-residents have been accepted into our clubs since the non-resident participation guidelines were tightened a couple of years ago.

We've been informed that the new guest policy will be enforced without exception. Unless we offer our collective supply of 250 guest passes to our non-residents – not a likely scenario – after four weeks of classes/rehearsals, they each will have to pay upwards of \$80/month to remain in our clubs. This is not reasonable or acceptable. We ask the Golden Rain Foundation to consider creating an exception to the GRF Guest Policy so that our non-residents can continue as members of the Rossmoor Rhythm Revue to entertain and inspire senior audiences within and beyond Rossmoor.

Sincerely,



Daryl Svoboda
3270 Terra Granada Drive #1
925-979-1676
dasvoboda@gmail.com



Judie Huse
1641 Canyonwood Court #8
925-287-1502
judihuse@yahoo.com

CC: JEFF MATHEISON

Anthony Grafals

From: Paulette Jones
Sent: Thursday, April 26, 2018 5:39 PM
To: Sue Adams (sueadams@comcast.net); Bob Kelso (bob4grf@gmail.com); Geri Pyle; Steve Roath (sroath.f@gmail.com)
Cc: Tim O'Keefe; Anthony Grafals; Deborah Rose
Subject: FW: Please forward to Policy Committee members

Sherry Smith asked that her message be forwarded to the members of the Policy Committee.

pj

From: Paulette Jones
Sent: Thursday, April 26, 2018 5:35 PM
To: 'Sherry Smith' <fanocal1@gmail.com>
Subject: RE: Please forward to Policy Committee members

Hello Sherry,

Your message will be forwarded to the members of the Policy Committee as you requested.

Regards,

Paulette

From: Sherry Smith <fanocal1@gmail.com>
Sent: Wednesday, April 25, 2018 6:29 PM
To: Paulette Jones <PJones@rossmoor.com>
Subject: Please forward to Policy Committee members

It is my understanding that the Policy Committee will soon consider granting a permanent waiver of guest use fees to the dance clubs, as they have requested. The GRF Board recently granted them a temporary waiver. Both the Fitness Center Advisory Committee and the Aquatics Advisory Committees recommended against granting these clubs a permanent waiver. I urge you to also recommend to the GRF Board that the request to grant the dance clubs a waiver be denied.

There are several clubs which have non resident members using the fitness center. Can you grant a waiver to one club without granting a waiver to all clubs? Even if you could limit this requested waiver to the dance clubs, requests for guest use fee waivers from the other clubs surely will follow. And, when this policy is implemented throughout Rossmoor, what's to prevent other clubs from also requesting guest use fee waivers? I envision other groups forming

clubs just to request similar waivers of the guest use fees....something like the Peacock Hall Movie Club. Recommending that this waiver be granted will set a precedent that will significantly dilute the guest use fee that the GRF Board passed in the recent past. The policy was passed by the GRF Board to ensure that Rossmoor's facilities are primarily used by **coupon paying** residents. It is not consistent with the purpose of the policy to create exceptions for non residents just because they're members of a club.

I sincerely sympathize with the dance clubs, but I think there are compromise solutions that don't involve a waiver. If having these non resident members continue free participation at Rossmoor's fitness center is so important, perhaps they could consider one or more of the following so that non resident use is in compliance with the policy as it stands:

1. Since there are 30 resident members and 7 non resident members of the dance clubs, perhaps the 30 resident members could pool their 10 free guest passes and give them to the non resident members for rehearsals at the fitness center
2. The members could form a money pool and finance the non resident members
3. They can find a place to rehearse other than the fitness center.

Thank you for your consideration.

Sherry Smith
1914 Lakeshire Dr.
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May 21, 2018

To GRF Policy Committee Members:

Once again the Rossmoor Rhythm Revue (RRR) is asking the GRF, this time the Policy Committee, to allow our seven non-resident members of the Happy Hoofers and Hot Flashers to enter the Fitness Center without paying \$10 per instructional session. We would prefer that the same check-in system be used now that was used previously before the Fitness Center renovation when the non-residents were given wrist bands to wear upon entering the building.

It is our understanding that the Fitness Center Advisory Committee did not approve our request mainly because of their concern that a precedent would be established allowing other clubs to request the same privilege for their non-resident members. The purpose of this letter is to suggest that other clubs have the same benefit, as long as those clubs do not have more than 20 percent as non-resident members and do not abuse the privilege. If non-resident club members wish to use Fitness Center equipment outside of club time, they would obviously be expected to follow the Guest Pass policy.

When Diana Starr retired from being director of the RRR two plus years ago, after 18 years of dedicated service, she appointed me to be the group's dance captain. My main responsibility is to rehearse the dancers on Thursday afternoons for upcoming performances. An equally important responsibility is to welcome new members, both residents and non-residents, to the Happy Hoofers, the beginner group that meets on Mondays, and the more advanced group, the Hot Flashers, who meet on Tuesdays. Both groups meet with our very qualified teacher and choreographer, Mary Lyons, whom we each pay \$5/class.

It is important to encourage new members, residents and non-residents, to join us to keep the RRR viable, as we have been for 32 years. New members strengthen our group and replace members who, because they are getting older, no longer wish to or are able to dance with us. Currently our non-resident members support our clubs not only by dancing, but by scheduling our shows, caring for our costumes and maintaining the club website.

We would appreciate and hope for your approval of our request to allow our non-resident dancers to enter the Fitness Center without paying a guest fee so that they can continue to support us and to dance with us.

We invite you to see us perform on the Stanley Dollar stage on the morning of the 4th of July.

Sincerely,

Judie Huse
1641 Canyonwood Court, #8
925-287-1502

ROSSMOOR RHYTHM REVUE EXPLAINED...
GRF Policy Committee Meeting, June 5, 2018

- **Rossmoor Rhythm Revue (RRR):** performing company comprised of Happy Hoofers and Hot Flashers tap club members.
- **32-year Rossmoor history** of providing quality entertainment, within Rossmoor and in nearby East Bay locations, retirement communities, residential homes, clubs and organizations.
- **Performances:** Approximately 30 performances per year, 30 – 45 minutes per show, 12 – 15 different dances requiring 6 or more costume changes, vocalist and MC to introduce each dance and entertain audience during costume changes. Recent and upcoming shows:
 - **May 18, 2018** – Eden Villa Assisted Living and Memory Care, Pleasanton
 - **June 3, 2018** – Danville Seniors Variety Show, Danville
 - **June 22, 2018** – Multicultural Dragon Boat Festival, CAAR, Rossmoor Event Center
 - **July 4, 2018** – Rossmoor 4th of July Celebration, Stanley Dollar Stage and Picnic Grounds
- **Weekly classes:** two-hour instructional classes, Mondays (beginners) and Tuesday (intermediate and advanced); two-hour rehearsals on Thursdays.
- **Studio/Practice space and safety requirements:** non-slip flooring, preferably with cushioned underlayment; full-size wall mirrors on at least one wall; one to two permanently bolted ballet barres: as found in the Fitness Center Dance Studio and the Aerobics Studio. There is no other non-Fitness Center Rossmoor facility that can provide the required space, function and safe environment.
- **Membership:** over 30 members including seven non-residents who have been with us for an average of 11 years (range of 2 – 16 years).
- **What makes us unique:** performances require a critical number of trained participants to present the high quality entertainment that we are known to provide.
 - The RRR repertoire includes almost 50 different dance routines.
 - Only a limited number of residents have the stamina and agility to perform. Due to inevitable issues of aging and health, attracting and training new members are essential to compensate for members who choose to retire from or cut back on their tap classes and performances.
 - Novice tappers require at least a full year of instruction before being able and confident to perform. We currently have about 9 beginners.
 - At least half of our non-resident members come to us as experienced tap dancers, on the younger side of the over-55 age spectrum and enthusiastic to take on maintenance and administrative duties performed for years by Rossmoor tappers.
 - RRR is compliant with the 20% non-resident cap for club memberships. Non-residents do not, at any time, access GRF facilities other than the Dance Studio. Their presence in the Fitness Center has no impact on fitness equipment availability.

May 22, 2018

Daryl Svoboda

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925-979-1676