

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 28, 2017. 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 28, 2017, AT 9:00 A.M.

1. MEETING CALLED TO ORDER: Geraldine Pyle, President

2. ROLL CALL: Pyle (G), Roath (F), Kelso (D), Neff (H), Adams (A), Birdsall (I), Brown (B), Delpech (E), Fredlund (C), and O’Keefe, ex-officio member

3. APPROVAL OF MINUTES: Regular meeting of August 31, 2017 (Attachment) **Page 1**
Joint meeting of September 12 and 13, 2017 (Attachment) **Page 6**

4. UPDATE FROM CINDY SILVA, WALNUT CREEK CITY COUNCIL MEMBER AND THE CITY’S LIAISON TO ROSSMOOR.

5. TREASURER’S REPORT (Attachment) **Page 9**

6. CHIEF EXECUTIVE OFFICER’S REPORT (Attachment) **Page 10**

7. RESIDENTS’ FORUM

8. RESIDENT MEMBER COMMITTEE REPORTS
 - a. Aquatics Advisory – Brian K. Stack, Chairman (Attachment) **Page 15**
 - b. Finance – David H. Smith, Chairman

c. Fitness Advisory – Claudia Tierney, Chairman

d. Golf Advisory – John McDonnell, Chairman (Attachment)

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9. BOARD COMMITTEE REPORTS

a. Planning – Mary Lou Delpech, Chairman (Attachment)

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b. Policy – Robert D. Kelso, Chairman (Attachment)

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10. UNFINISHED BUSINESS

11. NEW BUSINESS

a. Matters related to the 2018 GRF Operations Budget:

1) Consider approving the proposed 2018 GRF Operations Budget in the aggregate amount of \$21,998,407, a coupon amount of \$274.60 per manor, per month, including cable TV.

2) Consider motions to amend the main motion to approve the proposed FY 2018 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 2018
Budget Impact

i. New Programs and Program Augmentation (Tab 2)

1. Consider a motion approving a Landscape Technician + \$81,000

2. Consider a motion approving a Recycle Consultant + \$60,000

3. Consider a motion approving Front Desk Staff - Fitness Center + \$70,000

4. Consider a motion to approve a new Fitness Specialist at Fitness Center + \$60,000

5. Consider a motion approving one Golf Course Staff Position + \$85,000

- ii. New and Increased Revenue and Program Cost Recovery (Tab 4)
 - 1. Consider a motion approving the addition of a line item for Facilities Usage Fee revenue + \$27,000
 - 2. Consider a motion approving the addition of a line item for Guest Fees for the Fitness Center and Del Valle Pools + \$10,000
 - 3. Consider a motion approving an increase in Golf Fees (already included in Operations Budget) + \$40,000
 - iii. Trust Facility/Property Maintenance Projects and Purchase of Tangible Property (Tab 6)
 - 1. Consider a motion approving recommended projects totaling \$ 504,000. (No motion needed unless the amount is changed) \$ _____
 - iv. Department Budgets (Tab 8)
 - 1. Consider a motion to approve recommendation for Operating Departments as presented except for decreases in health insurance expense of \$49,000. \$ _____
 - v. Defined Benefit Pension Plan Contribution (Tab 5)
 - 1. Recommend 2018 contribution of \$707,250. (No motion needed unless the amount is changed) \$ _____
 - vi. Consider budget reduction in Cable TV/Internet from amount previously projected (depends on notification from Comcast). \$ _____
- 3) Vote on motion, as amended, to approve the proposed 2018 GRF Operations Budget.

12. ANNOUNCEMENTS

- a. The next mid-month regular meeting of the Board will be held on Tuesday, October 10, 2017, at 9:00 a.m. in Peacock Hall at Gateway Complex.
- b. The next end-of-the month regular meeting of the Board will be held on Thursday, October 26, 2017, at 9:00 a.m. in Peacock Hall at Gateway Complex.

13. EXECUTIVE SESSION

- a. If an executive session is necessary, it will be announced during the regular meeting. Executive session topics are restricted to legal, personnel, and third-party contract matters.

14. RECESS OR ADJOURNMENT

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MINUTES

GOLDEN RAIN FOUNDATION OF WALNUT CREEK
 REGULAR MEETING OF THE BOARD OF DIRECTORS
 THURSDAY, AUGUST 31, 2017, AT 9:00 A.M.

A regular meeting of the Board of Directors of the Golden Rain Foundation (GRF) of Walnut Creek was convened by the President, Geraldine Pyle, at 9:00 a.m. on Thursday, August 31, 2017, in Peacock Hall at Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: Present: Geraldine Pyle, Stephen D. Roath, Robert D. Kelso, Attendance
 Mary K. Neff, Sue DiMaggio Adams, Leslie Birdsall,
 Carl W. Brown, Mary Lou Delpech, Melvin C.
 Fredlund, and Timothy O'Keefe, Chief Executive
 Officer (CEO), ex-officio member of the Board

Absent: None

There being no corrections, the minutes of the regular meeting of the Minutes
 Board held on July 27, 2017, were approved, as written, by unanimous Approved
 consent.

Before proceeding further with the agenda for the meeting, the President announced that Cindy Silva, Walnut Creek City Council member and the City's Liaison to Rossmoor, is not present to make a report on the City's activities.

Mary Neff gave the Treasurer's report for the period ending July 31, 2017. Treasurer's

The CEO reviewed his written report dated August 24, 2017. Discussion Report/
 followed. CEO's
Report

During the Residents' Forum, Bill Knickerbocker spoke about the lighting Residents'
 around the Del Valle pool and then encouraged the Board to consider selling Forum
 the naming rights for the newly renovated Del Valle Complex.

John H. Nutley suggested some names for the newly renovated Del Valle Complex.

Brian K. Stack, Chairman, Aquatics Advisory Committee, said the written report AAC Report
 of the Committee's August meeting was accurate and complete and that he
 would be happy to answer any questions. There were none.

In the absence of David Smith, Chairman, Finance Committee, the Vice Chairman of the Committee, F. William Dorband, reporting on the Committee's August meeting, commented on the Committee's recommendations that the Board: approve funding for the Del Valle Pool plastering and pump room upgrade project; authorize the CEO to execute an agreement for the purchase of an access control software package; and recognize and approve the resolution passed by the Mutual 68 Board of Directors, reducing the number of manors in the Mutual from 235 to 233 as of November 1, 2017.

Finance
Committee
Report

Claudia Tierney, Chairman, Fitness Center Advisory Committee, reported that there were 9,365 visits to the Fitness Center in July. Discussion followed.

FCAC Report

In the absence of John McDonnell, Chairman, Golf Advisory Committee, the Director of Golf, Mark Heptig, reported that because there has been such a continuous flow of water, even now, from the winter storms, they were able to open the EBMUD valve late (on July 19th) and keep capturing lots of water throughout the summer. The result is that the golf course EBMUD water bill will be less than anticipated. He estimates that the gap in the collection of golf course fees and the water bill will even out by the end of the year, meaning he thinks they will be close to budget. Discussion followed.

GAC Report

The President called on the Director of Resident Services, Jeff Matheson, who commented on the Del Valle Pool plastering and pump room upgrade project.

A motion was made by Mr. Kelso, seconded by Ms. Adams, and CARRIED UNANIMOUSLY to approve funding in the amount of \$52,500 for the Del Valle Pool plastering and pump room upgrade project to be paid from the Trust Estate Fund.

Approved
Funding for
Del Valle Pool
Plastering &
Pump Room
Upgrade

Following remarks by the President, a motion was made by Ms. Delpech, seconded by Mr. Roath, and CARRIED UNANIMOUSLY to approve establishing a Board Ad Hoc Committee to recommend to the Board names for the renovated Del Valle Fitness Center Complex and the rooms therein; approve a Mission Statement for the Ad Hoc Committee; and approve the appointment of the following Board members to the Ad Hoc Committee: Sue DiMaggio Adams, Leslie Birdsall, and Robert D. Kelso. The President then announced her appointment of Sue DiMaggio Adams as Chairman of the Ad Hoc Committee.

Approved
Establishing
Board Ad Hoc
Committee to
Recommend
Names for
Renovated
Del Valle
Fitness Center
Complex &
Other Items

Following remarks by the President, a motion was made by Mr. Roath and seconded by Ms. Adams to authorize the CEO to execute an agreement with Siemens for the purchase of an access control software package in an amount not to exceed \$38,000, which includes a 10% contingency, to be paid from the Trust Estate Fund.

Motion to Authorize CEO to Execute Agreement for Purchase of Access Control Software Package/Motion to Amend Motion Carried

A motion was made by Mrs. Neff and seconded by Mr. Roath to amend the main motion to authorize the CEO to execute an agreement with Siemens for the purchase of an access control software package in an amount not to exceed \$38,000, which includes a 10% contingency, to be paid from the Trust Estate Fund, to stipulate that the money spent on the ID tags will be paid from the Operating Fund and the remaining funds will be paid from the Trust Estate Fund. Following discussion, the vote on the motion was taken, and the motion CARRIED, with Ms. Pyle voting no and Mr. Brown abstaining.

A motion was made by Ms. Neff and seconded by Mr. Kelso to amend the amended motion to authorize the CEO to execute an agreement with Siemens for the purchase of an access control software package in an amount not to exceed \$38,000, which includes a 10% contingency, with the money spent on the ID tags to be paid from the Operating Fund and the remaining funds to be paid from the Trust Estate Fund, to ensure co-occupants in the new fitness access system actually live in Rossmoor, implement the updated co-occupant proof of residency policy so that their Rossmoor address is confirmed. Following discussion, Ms. Neff, the maker of the motion, and Mr. Kelso, the second, withdrew the motion.

Motion to Amend Motion Withdrawn

Ms. Adams called for the question on the amended motion. A vote was taken, with Messrs. Brown and Kelso voting no, to close discussion on the amended motion.

Question Called for

The vote was then taken on the motion, as amended, to authorize the CEO to execute an agreement with Siemens for the purchase of an access control software package in an amount not to exceed \$38,000, which includes a 10% contingency, with the money spent on the ID tags to be paid from the Operating Fund and the remaining funds to be paid from the Trust Estate Fund, and the amended motion CARRIED, with Mr. Kelso abstaining and Mr. Brown voting no.

Motion as Amended Carried

The President called on Rebecca Pollon, Landscape Manager, who reviewed a PowerPoint presentation (copy on file) regarding integrated weed management in Rossmoor and her operations' use of chemicals and answered questions from members of the Board. During her presentation she discussed why it's important to address weeds, weed removal options, and GRF's strategy and philosophy for the treatment of weeds. She then said that GRF's landscape goals for Rossmoor are to reduce all herbicide usage by taking a "whole system" approach to minimize and prevent weeds and increase plant vigor and longevity by building long-term soil health.

Presentation re. Weed Management & Use of Chemicals

The President then called on Mark Heptig, Director of Golf, who described the use of chemicals on the Rossmoor golf courses and related matters, noting that the amount of fertilizer and pesticide applications and the frequency of the applications on the golf courses are far less than those at other golf courses in this region. He went on to say that, when it comes to the management of chemicals used on the golf courses, staff is again conservative and aware of their impact on the land. Their goal is to use fewer chemicals. Discussion followed during which Mr. Heptig answered questions from members of the Board.

Presentation re. Use of Chemicals on Golf Courses

The President next called on Paul Donner, Director of Mutual and Trust Operations, who gave some background information regarding the proposal to approve a consulting agreement with Green Earthology to develop a complete comprehensive recycle plan that will be designed and implemented specifically for Rossmoor. He then introduced Kevin Fretz, President – Chief Executive Officer, and Mark Farmer, President – Equipment Division, Green Earthology, and then turned the meeting over to Messrs. Fretz and Farmer, Green Earthology, who discussed their background. Mr. Fretz then reviewed a PowerPoint presentation regarding sustainability (copy on file) and, along with Mr. Farmer, answered questions from members of the Board.

Proposal re. Comprehensive Recycle Plan for Rossmoor

A motion was made by Ms. Kelso and seconded by Mr. Roath to approve a 6-month consulting agreement with Green Earthology to develop a complete comprehensive recycle plan that will be designed and implemented specifically for Rossmoor in the amount of \$60,000, to be paid from the from the operating fund. The agreement will include 30 days of onsite training for the Landscape Manager and other key Rossmoor staff. Following discussion, the vote on the motion was taken, and the motion CARRIED, with Ms. Pyle voting no.

Approved 6-Month Consulting Agreement to Develop a Complete Comprehensive Recycle Plan for Rossmoor

Before concluding, the President announced that the next mid-month regular meeting of the Board will be held on Tuesday, September 12, and Wednesday, September 13, 2017, at 9:00 a.m. in the Fireside Room at Gateway Complex.

Announcements

The Board will meet with the Finance Committee to hear the presentation of the proposed GRF Operations Budget for 2018; that the next end-of-the month regular meeting of the Board will be held on Thursday, September 28, 2017, at 9:00 a.m. in Peacock Hall at Gateway Complex; and that there will be an executive session of the Board following this meeting to discuss legal matters and any other appropriate business.

There being no further business to come before the Board, the meeting was recessed at 11:29 a.m. and reconvened in executive session at 12:08 p.m. in the Board Room. Recess

Robert D. Kelso, Secretary
Golden Rain Foundation of Walnut Creek

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MINUTESJOINT MEETING OF THE GOLDEN RAIN BOARD OF DIRECTORS
AND THE FINANCE COMMITTEETUESDAY, SEPTEMBER 12, AND
WEDNESDAY, SEPTEMBER 13, 2017, AT 9:00 A.M.
FIRESIDE ROOM – GATEWAY COMPLEX

A joint meeting of the Board of Directors of the Golden Rain Foundation (GRF) of Walnut Creek and the Finance Committee was convened by the President, Geraldine Pyle, at 9:00 a.m. on Tuesday, September 12, 2017, in the Fireside Room at Gateway Complex.

ROLL CALL: Present: GRB members Geraldine Pyle, Stephen D. Roath, Robert D. Kelso, Mary K. Neff, Sue DiMaggio Adams, Leslie Birdsall, Carl W. Brown, Mary Lou Delpech, and Timothy O'Keefe, Chief Executive Officer, ex-officio member of the Board Attendance

Excused: Melvin C. Fredlund

Present: Finance Committee members, F. William Dorband, Jean A. Autrey, Mary K. Neff, Paul Rosenzweig, Della C. Temple, and Gery Yearout

Excused: David H. Smith

The President welcomed the audience to the beginning of the 2018 GRF Operations Budget process and then thanked staff for preparing all of the material the Board and the Finance Committee will be reviewing today and tomorrow. She noted that there will be no decisions made at today's or tomorrow's meeting. She then made some remarks regarding fiduciary responsibility. President's Opening Remarks

During the Residents' Forum, Marcia McLean, President of the Sustainable Rossmoor Club, thanked the Board and staff for their support, adding that the Club is looking forward to working with them. Residents' Forum

John H. Nutley reminded the Board that Hillside Clubhouse is due for repairs and maintenance and hoped that funds will be included for these items in this year's or, if not this year's, next year's budget. Draft FY 2018 GRF Operations Budget Reviewed

Following opening remarks by the CEO and then the CFO, the Board and the Finance Committee reviewed the draft FY 2018 GRF Operations Budget with staff, which included departmental presentations by management staff. Budget Reviewed

The meeting was recessed at 12:12 p.m. Recess

Joint Meeting of the
GRF Board and
the Finance Committee

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September 12 & 13, 2017

The meeting was reconvened at 9:00 a.m. on Wednesday, September 13, 2017, in the Fireside Room at Gateway Complex.

Meeting
Reconvened
9/13/17
Attendance

All of the members of the Board were present except Melvin C. Fredlund, who was excused. All of the members of the Finance Committee were present except David H. Smith, who was excused.

During the Residents' Forum, Mary A. England referred to the proposed 2018 budget and encouraged the Board and staff to improve operational efficiencies in the various departments.

Residents'
Forum

Carol Weed thanked the Board and staff for the long-range planning being considered for the sustainability of Rossmoor and their interest in recycling.

John H. Nutley talked about what residents got for their coupon, noting that the GRF coupon in 2012 was \$735 and that the current coupon is \$824.

Karen Perkins thanked the Board and the Finance Committee for being interested in sustainable living in Rossmoor. She then expressed some concerns about the contract with Green Earthology to develop a comprehensive recycle plan for Rossmoor.

Continued
Review of
Draft FY
2018 GRF
Operations
Budget/
Results of
Straw Votes

The Board and the Finance Committee then continued their review of the draft FY 2018 GRF Operations Budget with staff (Sections 2 through 7). This was an informational meeting, and no final actions were taken; however, straw votes of the members of the Board and the members of the Finance Committee were taken on the following items:

Landscape Technician – 10 out of 13 Yes

Recycle Consultant – 9 out of 13 Yes

Front Desk Staff - Fitness Center – 7 out of 13 Yes

New Fitness Specialist at Fitness Center – 4 out of 13 Yes

One Golf Course Staff Position – 13 out of 13 Yes

Facilities Usage Fee – 1 out of 13 Yes

Guest Fees for the Fitness Center and Del Valle Pools – 10 out of 13 Yes

Proposed Rate Changes for the Golf Course – 13 out of 13 Yes

Including an amount to be determined in reduction of PG&E costs in electricity

Joint Meeting of the
GRF Board and
the Finance Committee

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September 12 & 13, 2017

expenses in the 2018 Operations Budget as a result of GRF using solar energy – 10 out of 13 Yes

There were no closing questions/remarks by the Board or the Finance Committee. Before concluding, the President announced that the Finance Committee will meet on Tuesday, September 26, 2017, at 9:00 a.m. in the Board Room at Gateway Complex to further consider the draft FY 2018 GRF Operations Budget and make recommendations to the Board about it; and that the next end-of-the-month regular meeting of the Board will be held on Thursday, September 28, 2017, at 9:00 a.m. in Peacock Hall at Gateway Complex, at which time the Board will consider the Finance Committee's recommendations regarding the draft FY 2018 GRF Operations Budget and other matters.

Announcements

There being no further business to come before the Board and the Finance Committee, the meeting was adjourned at 12:00 p.m.

Adjournment

Robert D. Kelso, Secretary
Golden Rain Foundation Board of Directors

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Golden Rain Foundation, Inc.
Treasurer's Report
Board Meeting September 28, 2017

For the month of August operating results were \$3,000 favorable to budget. Total revenues were \$5,000 under budget and total expenses were less than budget by \$8,000. Cumulative for the first eight months of the year, revenues were under budget by \$57,000 and expenses were below budget by \$116,000, for a combined positive cumulative variance for the year-to-date of \$59,000. All amounts are rounded to the nearest thousand for this report.

Revenues:

A deficit to budget of \$15,000 in golf revenue was partially offset by small positive variances in media and recreation revenues.

Expenses:

Variances from budgeted expenses for the month included:

- Professional/legal services was over budget by \$10,000 primarily due to a legal bill paid in August.
- A surplus of \$14,000 in landscaping supplies attributable to the timing of monthly expenses.

Trust Estate Fund

There were 34 membership fees paid in August 2017 totaling \$306,000 as compared to 40 membership fees received in August 2016 generating \$360,000. As of September 19, there have been 18 membership fees received during the month and there are 95 pending escrows.

Total expenditures for the month included \$2,010,000 for the Del Valle renovation project, \$152,000 for the Del Valle pool, \$27,000 for the Gateway main doors and \$124,000 in debt service.

September 21, 2017

CEO's Monthly Report

By Tim O'Keefe, CEO

2018 Budget

At the September 28 Golden Rain Foundation Board of Directors meeting, the Board will be considering the approval of the 2018 GRF Operating budget and Trust Maintenance budget.

Preparing the budget each year is a monumental effort by each of the GRF department heads who carefully review each and every line item of existing revenue and expense and determine how best to deliver the most effective and efficient service to the community. If necessary, line items are increased or reduced based on economic factors and the desired service levels as authorized by the Board of Directors. The Board, with input from its standing committees, resident advisory committees, clubs and individual residents, ultimately determines the service levels, sometimes by directly specifying a given service level for an amenity and other times by indirectly approving the service level as it is described in the budget.

This year, as it has in past years, the Board reaffirmed the GRF mission statement to continue to "maintain Rossmoor as a premier adult community." So what is a "premier community?" The Board has not defined it but it is probably safe to assume that it means providing a relatively safe community with attractive, clean facilities and desirable amenities. This has been a generally consistent and successful model since Rossmoor's inception more than 50 years ago and requires ongoing investment and upkeep to maintain the standard as a premier community.

For the last several years, GRF's boards have kept the GRF rate increase significantly below the rate of inflation, saving residents more than \$3.8 million over the last 5 years compared to what the coupon would have been if increased at the inflation rate. This is testimony to the Board's diligence and concern for many residents on fixed incomes. This year is no exception as the rate increase for the Operating portion of the budget will continue to increase at a rate lower than the current inflation rate.

However, after years of keeping the coupon below the inflation rate, eventually deferred maintenance of our capital assets catches up. Why is this important? The buildings, pools, roadways, cart paths, streets and equipment are valuable facilities and amenities which are expensive to replace. Maintaining these amenities so that they are safe and structurally

sound is critical to keeping Rossmoor attractive to current and future residents. Regular and periodic maintenance can also extend the useful life of properly maintained assets. The *failure* to maintain these critical assets potentially exposes GRF to liability for trips, falls and injuries and can make the amenities less desirable to use or visit. Cracks in roadways can lead to crumbling asphalt and vehicle damage. Equipment that is not properly maintained can lead to equipment failures or can pose a risk to residents, visitors and staff. Buildings left unpainted can be unattractive (interiors) or exposed to the elements (exteriors) which can lead to termites and dry rot. Therefore, adhering to regular and periodic maintenance schedules for buildings and equipment is critical.

In the 2018 Trust Facilities Maintenance section of the budget, there are a number of proposed items that are essential to preserving and maintaining the Trust assets, some of which occur only on a periodic basis, including painting of Gateway; wood staining at Table Tennis, Event Center and Creekside; Dollar Pool deck repair; and golf course cart path repair. There are also a number of ongoing Trust maintenance items including street and sidewalk maintenance, sewer and drainage repairs, fence painting, trail and firebreak maintenance, and ongoing equipment replacements.

There is also an item in the Trust Maintenance budget to upgrade our trash and recycle containers at Gateway that is worth mentioning. The City of Walnut Creek has determined that Rossmoor (GRF and the mutuals) is not doing its share to assist the City in meeting the state's legal mandate under AB 341 to achieve 75% reduction in solid waste in the City by 2020. The City's solid waste authority, RecycleSmart, has asked GRF and the mutuals to more aggressively recycle solid waste. Currently, most trash and recyclables at clubhouses are comingled and make their way to the landfill. It is not easy or convenient to recycle in our clubhouses. The requested budget would purchase 13 commercial-grade indoor combo (trash/recycle) units and 12 commercial-grade outdoor combo trash/recycling units that would be more attractive, clearly labeled and easier to use than the current garbage cans. This will need to be expanded to the other clubhouses in 2019 and 2020.

As a result of all the items noted above, the Trust Facilities Maintenance budget is proposed to increase \$140,000 over the amount spent in 2017 which accounts for \$1.75 of the increase in the coupon.

The final item of significance affecting the 2018 budget is the fact that we are not contemplating having a 2017 surplus to carry over into 2018. A carried over surplus has the effect of reducing the coupon in the subsequent year, in essence, resulting in a refund to members. The good news is that we expect to end 2017 just about on budget. The bad news is that without a carried over surplus into 2018, it will have the effect of contributing to an increase in the coupon by \$3.87 per month (the amount the 2017 coupon was decreased by the surplus carried over from 2016).

If you are strongly in favor of—or against—items in the proposed budget,

particularly items listed as New Programs, please consider emailing or writing the Board of Directors or consider attending the Board meeting on September 28 at 9am in Peacock Hall. The Board wants to hear from you!

Del Valle Pool

As most residents have learned by now, the Del Valle pools did not pass their inspection with the County Environmental Health Department on September 15, which prevented the re-opening of the pools as was tentatively scheduled on the 18th.

Although our staff and contractors had worked closely with the inspectors from the City Building Department, Fire Department and County Health Department during the pool renovation and made it clear of our intention to re-open the pools prior to the completion of the fitness center, the ultimate decision to issue an occupancy permit resides with the inspector. Ordinarily, the replacement of pool plaster, heaters and pumps should not have required a permit from any jurisdiction but the inspectors felt otherwise due to the ongoing fitness center renovation next door and have made their approval conditioned on additional and unanticipated upgrades to pool accessibility, parking, drinking fountains, locker rooms and restrooms. While this delay has been frustrating to swimmers, staff and our contractors, everyone is working very hard to resolve the permit issues with the County and get the pools open as soon as possible.

Rather than provide residents with future tentative opening dates that may or may not get extended, we will not pre-announce the opening of the pools until the occupancy permit is in hand. Watch Channel 28, read the Rossmoor News or check the website for further updates. When the facility re-opens, signs will be posted in the clubhouses, as well. The Board and staff wish to thank residents for their patience.

Rossmoor Parkway Fire

On September 2, four homes were destroyed in Third Walnut Creek Mutual due to a fire caused by a propane barbecue. Fortunately, everyone got out safely and the fire department extinguished the fire in less than 2 hours. The GRF Board and staff express their sympathies to those who lost their homes.

Public Safety Manager Dennis Bell has completed a review of the incident and confirmed that the initial response, crisis management and security response was in line with expectations and standards. He has already implemented some improvements to the communication protocols to ensure all relevant parties are notified and affected residents are kept informed in a timely manner should there be any future incidents.

While there are no rules or policies in TWCM limiting the use of barbecues, some mutuals do have such policies. Residents are encouraged to check with their mutual to find out if there are any restrictions to using gas, electric

or propane barbecues, especially if using on or near wooden structures. Whether or not mutuals have a policy on barbecue use, residents are encouraged to barbecue safely with proper ventilation and have a fire extinguisher handy.

How to properly light a gas grill:

Always light and use your grill outdoors in a well-ventilated area away from buildings, decks and vegetation. Ventilation is necessary because trapped propane vapor can ignite and cause an explosion. Light your gas grill properly every time to ensure a safe grilling experience.

1. Check burner knobs to make sure they are in the "Off" position.
2. Open the grill cover or lid.
3. Turn the propane cylinder valve *counterclockwise* to open it.
4. Start the ignition source (electric starter or match) and turn the burner knob to the "High" position to light the first burner. If lighting the grill manually, hold the flame close to the burner with the gas flow. Once the first burner is lit, light the burner next to it. Continue until all burners are lit.
5. When finished grilling, turn off the burners and turn the propane cylinder valve *clockwise* to close it.
6. Warnings
 - a. Never try to light a gas grill with the lid closed.
 - b. Keep pets and children away from the grill while in use.
 - c. Never leave the grill unattended.

Beautification Project Rossmoor Parkway and Golden Rain Road

At the May 25 GRF Board meeting, the Board authorized the expenditure of up to \$10,000 to improve the landscape at the first prominent corner visible to drivers entering the valley at the southwest corner of Rossmoor Parkway and Golden Rain Road with the intention of installing flowers and shrubs with a backdrop wall. However, the bids and designs did not meet expectations. The concept to design and build a welcoming monument wall and landscaping on this prominent corner that is appropriate for the premier adult community in Northern California will cost more than the funds allotted in the May resolution. Staff will be requesting that the Board rescind that authorization. Staff will request capital funds at a later date to design and beautify the corner of Rossmoor Parkway and Golden Rain Road.

Rossmoor Parkway Medians Outside Our Gate

Many residents have wondered why the grass has died on the City-owned medians outside the gate on Rossmoor Parkway. There is an explanation and a solution:

Last May, the State of California declared an end to the drought and removed the 25% water surcharge. For all practical purposes, residents and businesses were allowed to resume their pre-drought water usage with only limited constraints although water districts continue to encourage water

conservation. Even though the drought was over, the State did not remove all water use restrictions from cities and counties, which were given a mandate to eliminate all watering of grass turf on publicly owned roadway medians by July 1, 2017. The State regulations allow for irrigation to continue on non-turf medians. This mandate does not (yet) extend to privately owned medians such as those on Rossmoor Parkway *inside* our gate but it does include the medians *outside* our gate.

More than two decades ago, Rossmoor offered to maintain the City-owned medians and sidewalk outside the gate because the quality of the City-provided landscape and maintenance was not representative of the expectations of the Rossmoor community. GRF continues to provide the landscape maintenance on the external medians but the City still owns the parcels and pays for the irrigation.

In June, the City of Walnut Creek notified GRF that the water was going to be turned off on the medians outside our gate on July 1 to comply with the State mandate. Following negotiations with the City and EBMUD, the GRF Board authorized a plan at their July 27 meeting to replace the turf outside the gate with drought tolerant plants and install a drip irrigation system. The City agreed to provide a \$15,000 contribution towards the cost of the project.

GRF's landscape design plan and traffic mitigation plan are currently under review by the City. It is expected that the City will approve the plans soon and work can begin this Fall which will include the removal of the median turf, the replacement of the irrigation system and the installation of drought tolerant plants and surface treatment. It will also require the closure of at least one lane in each direction for up to several days.

Work will not commence until the adjacent creek work is complete. Notice will be provided in the Rossmoor News and Nixle. If you have not yet signed up for Rossmoor's free Nixle notification system, please visit the www.rossmoor.com home page to sign up so you will know when the roadwork will commence and finish.

Employee Transition

Five employees began employment with the Golden Rain Foundation in August: Aidan Alagappan, Range Worker, Golf Pro Shop; Daniel Alfaro (rehire), Golf Course, Golf Course Operation; Julie Cheli, Purchasing Agent, Accounting; Christopher Davis, Bus Driver, Transportation; and Teresa Tillman (temp), Accountant, Accounting.

Two employees left employment with GRF in August: Malak Eldirdiry, Lifeguard, Aquatics; and Ryan Carroll, Custodian/AV Tech, Resident Services.

AQUATICS ADVISORY COMMITTEE REPORT

REGULAR MEETING
THURSDAY, SEPTEMBER 14, 2017, 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 14, 2017, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Carol A. Meehan, Vice Chairman, Attendance Barbara S. Jordan, E.J. Koch, Dale O. Reynolds, and Sue DiMaggio Adams, GRF Board representative and ex-officio member. Norman P. Gorsuch and Daryl Svoboda were excused. Also attending were Timothy O'Keefe, CEO; and Jeffrey P. Matheson, Director of Resident Services.

A motion was made, seconded, and CARRIED UNANIMOUSLY to approve the report of the Committee's regular meeting held on August 10, 2017, as written.

Report
Approved

By unanimous consent, Dale O. Reynolds was re-elected Secretary of the AAC.

Secretary
Re-Elected

Mr. Reynolds reviewed the August 2017 attendance numbers. He noted that YTD month over month numbers were down 14.7%. Dollar pool numbers were up 96.7%, while the Hillside pool numbers were up 8.3%. He acknowledged that these numbers are skewed because of the Del Valle pool being closed since April 3rd. Mr. Reynolds also said that he has not forgotten Bob Kelso's request to update the GRF Board with a more graphic Excel spreadsheet format. He will work on this once the normal pool schedules resume.

August
Pool
Attendance

Mr. Matheson reported that the Del Valle pool is expected to open on Monday September 18th, subject to getting sign-offs from the City of Walnut Creek Building Division, the Contra Costa County Health Department, and the Contra Costa County Fire Protection District.

Update on
DV Pool
Opening

Discussion was held regarding the return to normal lap swim rules for Hillside. Ms. Jordan suggested having one lane for single lap swim and the other three for lane sharing in order to reduce the time people have to wait to get into the pool. The Committee agreed to defer further discussion of this matter to next month until all of the pools have gone back to their normal hours and schedules.

Discussion
re. Lap
Swim Rules
at Hillside
Deferred

There being no further business to come before the Committee, the meeting was adjourned at 2:10 p.m.

Adjourn-
ment

Aquatics Advisory Committee
Regular Meeting

-2-

September 14, 2017

The next regular meeting of the AAC will be held on Thursday, October 12, 2017, at Next Mtg.
1:30 p.m. in the Board Room at Gateway Complex. 10/12/17

Brian K. Stack, Chairman
Aquatics Advisory Committee

DOR/kv

ANNUAL POOL ATTENDANCE NUMBERS

DOLLAR POOL

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
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	1,965	1,372	904	
2017			1,198	2,857	3,996	4,260	4,728	4,458				

Yr-Yr % change 20.52%

HILLSIDE POOL

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
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	2,897	1,023	887	
2017			1,360	2,643	3,256	4,353	5,748	4,254				

Yr-Yr % change 41.67%

DEL VALLE POOL

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
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	4,649	5,257	4621	4,386
2017	5,625	5,399	5,508	231	Closed	Closed	Closed	closed				

Yr-Yr % change -9.93% -13.13% 13.22%

TOTAL FOR ALL POOLS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
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	9,511	7,607	6412	4386
2017	5,625	5,399	8,066	5,731	7,252	8,613	10,476	8,712				

Yr-Yr % change -9.93% -13.13% 18.34%

2016 Cum to Mo	6,245	12,460	19,279	26825	35,158	46,474	58,619	70,218	79,729	87,336	93,748	98,134
2017 Cum to Mo	5,625	11,024	19,090	24,821	32,073	40,686	51,162	59,874				
% Incr/Decr	-9.93%	-11.52%	-1.00%									

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 & 8/19-8/5 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
- Exercise heater down
- DV Closed 4/3

TOTAL

86409
96617
98744
105,278
100,707
98,134
59,874
-4.72%

*NUMBERS INCLUDE GUESTS AND CAREGIVERS

**DOLLAR POOL
AUGUST 2017**

	AUG	6:00	7:00	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	TOTAL	Last 30min.
TUE	1	17	11	18	25	14	8	4	8	5	7	19	5	22	6	0	169	13
WED	2	0	0	0	0	0	34	9	7	9	9	5	11	24	4	0	112	23
THU	3	12	12	16	23	6	8	5	10	0	8	20	9	21	5	0	155	16
FRI	4	14	13	12	2	16	14	14	4	4	3	8	8	16	1	0	129	10
SAT	5	16	13	5	27	2	1	25	9	10	11	10	4	15	1	0	149	8
SUN	6	12	7	15	10	3	5	8	10	11	9	7	5	14	2	0	118	12
MON	7	12	12	14	4	14	25	9	14	8	11	8	7	16	4	0	158	13
TUE	8	16	15	14	24	4	8	5	9	6	14	18	6	20	3	0	162	8
WED	9	0	0	0	0	0	38	7	6	6	10	1	4	19	4	0	95	13
THU	10	15	11	15	16	3	3	1	6	6	8	15	6	16	3	0	124	12
FRI	11	15	11	12	9	10	23	11	3	8	15	5	10	15	2	0	149	6
SAT	12	12	9	15	22	1	7	25	8	6	9	3	4	12	4	0	137	11
SUN	13	13	9	11	9	2	5	7	12	7	26	9	5	15	1	0	131	8
MON	14	11	12	13	7	8	22	7	3	2	3	5	2	6	3	0	104	5
TUE	15	17	9	12	15	5	3	11	4	9	5	17	7	13	4	0	131	10
WED	16	0	0	0	0	0	28	14	8	9	5	12	6	18	5	0	105	8
THU	17	15	13	13	20	4	4	11	6	14	10	13	8	14	4	0	149	15
FRI	18	15	16	11	9	12	13	8	7	18	7	11	5	10	2	0	144	8
SAT	19	14	9	14	21	7	6	21	12	17	21	13	9	15	5	0	184	9
SUN	20	14	11	9	1	8	5	4	11	10	15	4	12	14	1	0	119	12
MON	21	14	6	8	6	12	17	8	8	10	4	CLOSED	CLOSED	10	4	0	107	7
TUE	22	1	2	2	CLOSED	CLOSED	CLOSED	8	10	19	10	20	11	17	5	0	105	10
WED	23	0	0	0	0	0	36	12	12	15	6	9	13	18	5	0	126	14
THU	24	13	17	11	22	11	3	8	7	8	14	13	9	13	2	0	151	8
FRI	25	11	11	15	5	15	16	8	10	10	19	6	13	10	1	0	150	14
SAT	26	15	11	13	20	10	4	20	11	17	8	6	8	26	1	0	170	20
SUN	27	17	8	13	7	5	6	11	10	12	16	14	9	16	2	0	146	12
MON	28	17	12	10	15	22	26	11	8	4	8	5	7	21	5	0	171	17
TUE	29	15	17	13	19	11	0	9	12	10	9	22	4	28	4	0	173	10
WED	30	0	0	0	0	0	41	7	8	7	12	6	11	21	2	0	115	11
THU	31	18	13	9	20	5	4	7	14	9	4	13	16	20	4	0	156	16
Total		361	290	313	358	210	413	315	267	286	316	317	234	515	99	0	4,294	
GUESTS			162		* POOL CLOSED FOR CHLORINE PROBLEMS 8/21 & 8/22													
CAREGIVERS			2															

HILLSIDE POOL
AUGUST 2017

	AUG	6:00	7:00	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	TOTAL	ADULT	KIDS	LAST 30	
TUE	1	0	0	0	0	0	0	0	15	10	8	15	16	15	13	2	94	8	0	5	
WED	2	16	28	7	35	9	13	7	18	11	25	16	13	28	9	2	237	19	22	5	
THU	3	12	4	17	0	5	6	10	10	8	8	18	10	11	3	1	123	8	13	3	
FRI	4	11	22	7	23	3	5	5	13	10	5	7	7	19	4	0	141	16	11	2	
SAT	5	10	6	9	9	9	12	14	8	15	14	7	6	9	2		130	41	29	3	
SUN	6	8	3	13	5	10	16	15	7	10	14	12	8	10	1		132	41	28	4	
MON	7	12	18	15	1	5	12	9	7	9	12	17	9	22	4	1	153	8	22	3	
TUE	8	0	0	0	0	0	0	0	11	17	9	11	7	8	7	0	70	4	0	0	
WED	9	11	26	6	5	0	11	6	11	6	8	5	8	15	5	0	123	8	15	2	
THU	10	10	4	11	2	1	13	4	8	10	4	9	11	5	7	0	99	12	11	5	
FRI	11	10	21	4	8	2	18	8	15	3	14	12	7	13	2	2	139	14	16	4	
SAT	12	6	7	5	4	7	9	8	11	12	11	13	6	2	2		103	30	19	2	
SUN	13	10	2	8	7	5	6	9	8	13	10	16	10	3	0		107	22	21	0	
MON	14	10	10	15	2	15	1	3	5	2	5	6	3	6	0	0	83	1	1	0	
TUE	15	0	0	0	0	0	0	0	12	7	6	5	6	6	2	1	45	1	0	2	
WED	16	10	21	2	15	12	15	7	12	7	5	8	3	9	5	1	132	6	19	0	
THU	17	9	3	13	4	6	15	14	5	14	6	13	9	5	4	0	120	10	13	0	
FRI	18	10	23	2	11	6	15	11	14	11	6	5	8	10	1	1	134	13	22	2	
SAT	19	8	0	0	0	0	0	0	0	0	0	0	0	0	0		8	0	0	0	
SUN	20	9	2	5	10	7	13	26	9	16	11	11	4	3	0		126	36	27	0	
MON	21	9	20	11	1	14	1	3	10	8	8	9	12	15	2	0	123	1	0	1	
TUE	22	0	0	0	0	0	0	0	13	11	10	19	8	10	7	0	78	6	0	0	
WED	23	14	19	9	15	9	11	5	8	12	10	9	5	19	7	0	152	7	9	0	
THU	24	7	4	10	4	5	6	5	13	6	4	11	7	2	3	1	88	9	9	1	
FRI	25	14	15	3	12	7	7	3	19	11	8	12	11	17	4	0	143	14	8	2	
SAT	26	8	4	7	6	5	10	15	12	11	9	14	14	11	5		131	25	28	8	
SUN	27	10	5	3	7	16	12	17	3	11	16	14	17	8	9		148	49	37	7	
MON	28	9	23	14	1	23	11	9	10	9	15	10	13	31	9	0	187	11	6	8	
TUE	29	0	0	0	0	0	0	0	19	10	5	11	13	4	6	0	68	0	0	1	
WED	30	14	24	11	18	8	3	4	11	9	14	9	8	24	8	0	165	9	3	1	
THU	31	7	1	14	2	2	13	6	8	10	5	10	14	13	8	0	113	10	6	2	
																			439	395	
TOTAL			315	221	207	191	254	223	325	299	285	334	273	353	139	12	3419				
ADULT GUESTS		439	*POOL CLOSED DUE TO CHEM. CONTROLLAR & FECAL ACCIDENT 8/19																		
CHILDREN		395																			
CAREGIVERS		1																			

From: Masha Henzel
Sent: Monday, September 11, 2017 8:41 AM
To: Kim Von Striver <KVonStriver@rossmoor.com>
Subject: Aug 2017 H2O stats

AQUATICS CLASSES STATS

AUGUST 2017

Monday

*8:30am class	total = 38	avg = 19	
*10:00am class	total = 36	avg = 12	
11:15am class	total = 116	avg = 24	
12:00pm class	total = 83	avg = 21	
12:50pm class	total = 31	avg = 8	
6:30pm class	total = 65	avg = 16	

Tuesday

5:00pm class	total = 80	avg = 16	
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Wednesday

*8:30am class	total = 61	avg = 20	
*10:00am class	total = 69	avg = 17	
11:15am class	total = 149	avg = 30	
12:00pm class	total = 80	avg = 16	163 total AUG
12:50pm class	total = 49	avg = 9	80 total AUG
6:30pm class	total = 78	avg = 16	

Thursday

5:00pm class	total = 75	avg = 15	155 total AUG
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Friday

8:30am class	total = 77	avg = 25	176 total AUG
10:00am class	total = 46	avg = 15	151 total AUG
11:15am class	total = 94	avg = 24	359 total AUG
12:15pm class	total = 47	avg = 12	47 total AUG
6:30pm class	total = 66	avg = 17	209 total AUG

Saturday

1:00pm class	total = 112	avg = 22	112 total AUG
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TOTAL = 1,452

*** 327 are in classes taught by independent contractors**

1,125 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 2017

ATTENDANCE NUMBERS								ROOM & POOL NUMBERS							
SCANNED ENTRIES								8507							
RESIDENT SIGN IN TOTAL:								670							
FITNESS GUEST TOTAL:								160							
FITNESS CAREGIVER TOTAL:								30							
CLUB GUEST TOTAL:								121							
CONTRACTOR GUEST TOTAL:								13							
FITNESS TOTALS:								9501							
MODULAR AEROBIC ROOM #s:								3245							
HS DIABLO ROOM #S								643							
HS VISTA ROOM #S								147							
HS LAS TRAMPAS #S								13							
CREEKSIDE CLUB ROOM #S								159							
FITNESS ROOM #S								25							
TOTAL:								4232							
POOL ATTENDANCE TOTAL:								0							
POOL GUEST TOTAL:								0							
POOL CAREGIVER TOTAL:								0							
POOL TOTALS:								0							
FACILITY TOTAL:								9501							
TOTAL MEMBERSHIPS								5031							
UNIQUE SCANS								1305							
MEMBERSHIPS ADDED:								48							
BAR CODES REPLACED:								9							
TRAINER ACTIVITY															
TOTAL ½ HOUR SESSIONS								119							
TOTAL 1 HOUR SESSIONS								104							
TOTAL FREE SESSIONS								102							
TOTAL CLASSES TAUGHT								155							
TOTAL PAID SGT/WORKSHOP CLIENTS								50							
POOL TOTALS															
2011	5609	5135	6004	4591	3802	5142	5617	5301	4625	4480	5901	5305	61,512	POOL STAFF	1125
2012	6160	6062	6418	5014	4921	5154	5863	6301	5431	5182	6191	5656	68,353	POOL CONTRACTOR	327
2013	6506	6021	6206	5545	4746	5367	6257	5934	5195	5166	5209	5708	67,860	POOL TOTAL	1452
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	4,649	5,257	4816	4,559	61,696		
2017	5,625	5,399	5508	231	0	0	0	0					16,763		
FITNESS TOTALS															
	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	14671	14374	13977	14034	180372	61,696	242,068
2017	15368	14461	5498	3033	8627	9692	9465	9501					75645	5,625	81,270

GOLF ADVISORY COMMITTEE REPORT
REGULAR MEETING
FRIDAY, SEPTEMBER 8, 2017, AT 9:00 A.M.

A regular meeting of the Golf Advisory Committee (GAC) was convened by the Vice Chairman, William L. Herrick, at 9:00 a.m. on Friday, September 8, 2017, in the Board Room at Gateway Complex.

Present, in addition to the Vice Chairman, were Mary Jane Hargrove, Mary Hufford, Robert L. Montgomery, Michael D. Wener, Susan Williamson, and Mary Lou Delpech, ex-officio member and GRF Board representative. John McDonnell was excused. Also attending were Stephen D. Roath, Vice President, GRF; Timothy O'Keefe, CEO; Mark K. Heptig, Director of Golf; and Blake Swint, Golf Course Superintendent. Attendance

The report of the Committee's regular meeting held on August 4, 2017, was approved as written. Report Approved

Ms. Delpech gave the GRF Board report and updated the Committee on the Board's process to find appropriate names for the renovated Fitness Center and all of its rooms. She also expressed the Board's appreciation for the detailed information provided to the Directors regarding the use and control of chemicals on the golf courses by Mr. Heptig. GRF Board Report

Mr. O'Keefe updated the Committee on the status of the damaged restrooms near the 17th tee. He reported that permits have been secured from the City of Walnut Creek and the bid process will soon begin. Update on Restrooms Near 17th Tee/

Ms. Hufford, representing the Women's 18-Hole Club, reported the following: 1) there are currently 133 members; and 2) an agreement has been reached to provide WGNAC members with handicap index support. Club Reports

Ms. Hargrove, representing the Women's 9-Hole Club, reported that the Club currently has 156 members. She also expressed concerns regarding the maintenance of a golf master event calendar. Mr. Montgomery volunteered to coordinate getting the website manager for the Golf Clubs and the Captains of the Clubs together to work on maintenance of the master event calendar.

Mr. Montgomery, representing the Rossmoor Men's Golf Club (RMGC), reported the following: 1) the Club currently has 373 members; 2) the RMGC Board has received complaints regarding a RMGC member's verbal interactions with other golfers on the Rossmoor courses. The Board determined that the complaints were justified and have issued a letter to the RMGC member that such behavior in the future could result in the loss of Club membership; and 3) at the August 14th RMGC Board meeting, there was a general discussion regarding the poor condition of the Dollar Ranch course. The Board appointed a subcommittee to discuss this matter and figure out what can

Golf Advisory Committee
Regular Meeting

-2-

September 8, 2017

be done to permanently fix the problems. The RMGC Board prepared a memorandum to Mr. Heptig, who will address the matter later in the meeting during his staff report.

Ms. Williamson, representing the Happy Hackers, reported the following: 1) the Club currently has 190 members; and 2) as of August 1st, the Club's dues were reduced to \$10 for the remainder of the year. This should encourage new members to join and gives them a chance to play in the Club's final three scramble events of the year, as well as a chance to attend the annual meeting and dinner. Ms. Delpech noted that due to this year's weather, one scramble was rained out and the recent heat wave affected a number of the scramble sign-ups making it difficult for the Pro Shop staff to put teams together because some players cancelled at the last minute.

Mr. Heptig presented the financial reports and the Golf Management report, which are attached.

Staff
Reports

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

Following the staff reports, there was significant discussion of the memorandum Mr. Heptig received from the RMGC Board regarding the Dollar Ranch course conditions and the measures he and his staff are taking to correct the problems. Mr. Montgomery will work with Mr. Heptig and the RMGC's President to schedule a time for Mr. Heptig to meet with the Board regarding these issues.

Discussion
re. Dollar
Ranch
Course
Conditions

There being no further business to come before the Committee, the meeting was adjourned.

Adjourn-
ment

The next regular meeting of the Committee will be held on Friday, October 13, 2017, at 9:00 a.m. in the Board Room at Gateway Complex.

Next Mtg.
10/13/17

William L. Herrick, Vice Chairman
Golf Advisory Committee

WLH/kv

2017 Golf Course Rounds

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2017 YTD	2016 YTD
Golf Cards														
18 hole - prepaid	277	358	1,084	1,102	1,385	1,335	1,242	1,259					8,042	9,217
9 hole - prepaid	186	129	533	1,041	1,123	998	1,197	1,205					6,412	7,806
Sponsored Guest													0	0
Subtotal - Cards	463	487	1,617	2,143	2,508	2,333	2,439	2,464	0	0	0	0	14,454	17,023
Greens Fees														
Residents														
18 holes @ 24.00	120	100	488	551	887	802	862	878					4,688	5,354
9 holes @ 12.00	113	64	542	779	944	901	958	1,041					5,342	5,996
18 holes @ 9 hole rate \$12.00	3	5	21	22	51	69	56	54					281	385
18 holes late @ 18.00	25	12	93	95	114	81	100	108					628	630
9 holes late @ 9.00	113	73	431	647	831	822	810	826					4,553	5,212
Subtotal - Residents	374	254	1,575	2,094	2,827	2,675	2,786	2,907	-	-	-	-	15,492	17,577
Sponsored Guest														
18 holes @ 24.00	11	8	23	34	41	39	36	30					222	287
9 holes @ 12.00	2		4	16	14	17	26	19					98	88
18 holes late @ 18.00	1		3	2	4	4	3	1					18	71
9 holes late @ 9.00		1	18	19	24	14	16	27					119	150
Subtotal - Sponsored Guest	14	9	48	71	83	74	81	77	0	0	0	0	457	596
Guests - Weekdays														
18 holes @ 40.00	14	21	71	88	120	113	110	125					662	904
9 holes @ 20.00	34	12	102	101	191	185	143	218					986	1,425
18 holes late @ 30.00	2	5	32	27	32	33	53	34					218	315
9 holes late @ 15.00	34	23	94	105	164	175	152	165					912	1,292
18 holes special @ \$24.00				57	89	60	8	94					308	355
9 holes special @ \$12.00				10	16	0	0	7					33	57
Subtotal - Guests weekdays	84	61	299	388	612	566	466	643	-	-	-	-	3,119	4,348
Guests - Weekends & Holidays														
18 holes @ 50.00	32	7	43	108	100	108	117	87					602	767
9 holes @ 25.00	12	8	32	76	99	91	126	115					559	722
18 holes late @ 38.00	1		14	35	35	18	65	43					211	207
9 holes late @ 19.00	32	10	35	48	86	47	81	56					395	498
Subtotal - Guests Weekends & Holidays	77	25	124	267	320	264	389	301	-	-	-	-	1,767	2,194
Total - Guests	175	95	471	726	1,015	904	936	1,021	0	0	0	0	5,343	7,138
Tournaments			68		204	213	-						485	825
Total Rounds Played	1,012	836	3,731	4,963	6,554	6,125	6,161	6,392	-	-	-	-	35,774	42,563

2017 Golf Course Cash Receipts

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Actual 2017 YTD	YTD 2017 Budget	Actual 2016 YTD	YTD 2016 Budget
Golf Cards																
Annual 18 holes @ \$1,800.00	61,200.00		1,800.00	(2,400)									60,600.00		64,800.00	
1st Qtr (Jan-Mar) @ \$400.00	3,200.00												3,200.00		5,200.00	
2nd Qtr (Apr-Jun) @ \$600.00			6,000.00	12,000									18,000.00		23,400.00	
3rd Qtr (Jul-Sep) @ \$600.00			600.00			7,200	13,200.00						21,000.00		29,400.00	
4th Qtr (Oct-Dec) @ \$400.00							1,200.00						1,200.00		400.00	
Annual 9 holes @ \$900.00	15,300.00	900.00											16,200.00		20,700.00	
1st Qtr (Jan-Mar) @ \$200.00	1,400.00												1,400.00		5,500.00	
2nd Qtr (Apr-Jun) @ \$300.00			3,900.00	8,100	300								12,300.00		9,900.00	
3rd Qtr (Jul-Sep) @ \$300.00						4,200.00	11,400.00						15,600.00		14,400.00	
4th Qtr (Oct-Dec) @ \$200.00													-		-	
Sponsored Guest @ \$1,000.00	9,000.00	1,000.00	6,000.00	3,000	800		2,800.00	600.00					23,200.00		23,400.00	
Golf Card Income Deferred	105,100.00												105,100.00		87,300.00	
Subtotal - Cards	195,200.00	1,900.00	18,300.00	20,700.00	1,100.00	11,400.00	28,600.00	600.00	-	-	-	-	277,800.00	276,116.00	284,400.00	313,689.00
Greens Fees																
Residents																
18 holes @ 24.00	2,880.00	2,400.00	11,712.00	13,224.00	21,288.00	19,248.00	20,688.00	21,072.00					112,512.00		128,496.00	
9 holes @ 12.00	1,356.00	768.00	6,504.00	9,348.00	11,328.00	10,812.00	11,496.00	12,492.00					64,104.00		71,952.00	
18 holes @ 9 hole rate \$12.00	36.00	60.00	252.00	264.00	612.00	828.00	672.00	648.00					3,372.00		4,620.00	
18 holes late @ 18.00	450.00	216.00	1,674.00	1,710.00	2,052.00	1,458.00	1,800.00	1,944.00					11,304.00		11,340.00	
9 holes late @ 9.00	1,017.00	657.00	3,879.00	5,823.00	7,479.00	7,398.00	7,290.00	7,434.00					40,977.00		46,908.00	
Subtotal - Residents	5,739.00	4,101.00	24,021.00	30,369.00	42,759.00	39,744.00	41,946.00	43,590.00	-	-	-	-	232,269.00	274,871.00	263,316.00	259,771.00
Sponsored Guest																
18 holes @ 24.00	264.00	192.00	552.00	816.00	984.00	936.00	864.00	720.00					5,328.00		6,888.00	
9 holes @ 12.00	24.00		48.00	192.00	168.00	204.00	312.00	228.00					1,176.00		1,056.00	
18 holes late @ 18.00	18.00		54.00	36.00	72.00	72.00	54.00	18.00					324.00		1,278.00	
9 holes late @ 9.00		9.00	162.00	171.00	216.00	126.00	144.00	243.00					1,071.00		1,350.00	
Subtotal - Sponsored Guest	306.00	201.00	816.00	1,215.00	1,440.00	1,338.00	1,374.00	1,209.00	0.00	0.00	0.00	0.00	7,899.00		10,572.00	
Guests - Weekdays																
18 holes @ 40.00	560.00	840.00	2,840.00	3,520.00	4,800.00	4,520.00	4,400.00	5,000.00					26,480.00		36,160.00	
9 holes @ 20.00	680.00	240.00	2,040.00	2,020.00	3,820.00	3,700.00	2,860.00	4,360.00					19,720.00		28,500.00	
18 holes late @ 30.00	60.00	150.00	960.00	810.00	960.00	990.00	1,590.00	1,020.00					6,540.00		9,450.00	
9 holes late @ 15.00	510.00	345.00	1,410.00	1,575.00	2,460.00	2,625.00	2,280.00	2,475.00					13,680.00		19,380.00	
18 holes special @ \$24.00				1,368.00	2,136.00	1,440.00	192.00	2,256.00					7,392.00		8,520.00	
9 holes special @ \$12.00				120.00	192.00	0.00	0.00	84.00					396.00		684.00	
Subtotal - Guests weekdays	1,810.00	1,575.00	7,250.00	9,413.00	14,368.00	13,275.00	11,322.00	15,195.00	-	-	-	-	74,208.00		102,694.00	
Guests - Weekends & Holidays																
18 holes @ 50.00	1,600.00	350.00	2,150.00	5,400.00	5,000.00	5,400.00	5,850.00	4,350.00					30,100.00		38,350.00	
9 holes @ 25.00	300.00	200.00	800.00	1,900.00	2,475.00	2,275.00	3,150.00	2,875.00					13,975.00		18,050.00	
18 holes late @ 38.00	38.00		532.00	1,330.00	1,330.00	684.00	2,470.00	1,634.00					8,018.00		7,866.00	
9 holes late @ 19.00	608.00	190.00	665.00	912.00	1,634.00	893.00	1,539.00	1,064.00					7,505.00		9,462.00	
Subtotal - Guests Weekends & Holidays	2,546.00	740.00	4,147.00	9,542.00	10,439.00	9,252.00	13,009.00	9,923.00	-	-	-	-	59,598.00		73,728.00	
Total - Guests	4,662.00	2,516.00	12,213.00	20,170.00	26,247.00	23,865.00	25,705.00	26,327.00	0.00	0.00	0.00	0.00	141,705.00	204,875.00	186,994.00	218,982.00
Tournaments			3,400.00		10,200.00	5,050.00	0.00						18,650.00	23,070.00	17,450.00	10,283.00
Total Play Revenue	205,601.00	8,517.00	57,934.00	71,239.00	80,306.00	80,059.00	96,251.00	70,517.00	-	-	-	-	670,424.00	778,932.00	752,160.00	802,725.00
Misc income/Gas Sales		20.00	35.00	(20.00)	25.00								60.00		495.00	
Total Golf Course Revenue	205,601.00	8,537.00	57,969.00	71,219.00	80,331.00	80,059.00	96,251.00	70,517.00	-	-	-	-	670,484.00	778,932.00	752,655.00	802,725.00

Fuel Gallons 0 10.6 17.9 -9.3 10 0 0 0 0 0 0 0 0 29.2

2017 Golf Shop Sales

Golf Shop Sales	August	2017 YTD	2016 YTD
Merchandise Sales	16,321	132,766	144,027
Cart Rental	10,099	58,568	69,593
Club Repair	33	474	417
Golf Lesson	4,760	25,275	25,885
Driving RNG	5,510	34,360	40,106
Total	36,722	251,443	280,027

September 2017

GOLF MANAGEMENT REPORT

* For the most part August was a good weather month with mild temperatures and plenty of opportunities to play. We were down in play slightly, doing approximately 6,400 rounds compared to about 7,000 in 2016. For the month we were down \$13,000 when compared to last year. The gap in revenue for the year when it comes to greens fees is about \$80,000 when compared to 2016. However, the good news is that it appears we may be running about that amount under budget when it comes to water expense. Lessons revenue has now pulled even for the year compared to 2016. The golf shop sales were good for the month of August with several clearance sales taking place. We had closeout sales on golf shoes and men's clothing. We also had excellent sales on golf balls and golf bags.

* The Golden Rain Board budget meetings will be next Tuesday and Wednesday (September 12 and 13). I will be presenting the 2018 budgets for the golf course operation, the golf shop operation and the bowling greens.

* Rebecca Pollen (Landscape Manager) and I gave a presentation to the GRF Board last week on chemical usage on GRF managed property. The Board was looking for more information on how, why and how much we use fungicides, herbicides and fertilizers inside the valley.

* Next Monday we are hosting a women's special event for the WGANC called the "Swingin Seniors". 80 women all over the age of 70 will be competing; it is a 12:00 shotgun start.

* For the Labor Day Weekend we had a promotion to collect money for the PGA/USGA Fundraiser called "Folds of Honor". All the money collected is donated to providing scholarships for family members of fallen war heroes. The organization has been able to provide over 16,000 scholarships in the last 10 years. This year we collected \$220 during the weekend. It is unfortunate that the weather was so hot but we still did a good job!

* We have Ping Golf Company in today for a Demo Day. They have just released their new G400 model and this gives our residents a chance to hit the new clubs and see if they want to upgrade their clubs.

* I have several volunteers to help me with the Rossmoor Games golf activity on Monday, September 18. I will be setting up a nine hole putting course for people to try their skills. The contest is open to everyone. The volunteers will manage the event which is open for play from 10:00-2:00.

Golf Course Superintendent's Report

September 8, 2017

The extremely warm weather that continued to occur during the month of August made it necessary to apply irrigation water at a very high rate. During the month of August we continued to irrigate at 100 percent of what our weather station recommended. We have applied an average of 499,270 gallons per day since the EBMUD valve was opened on June 19th. The good news is that the amount of water that has been provided by EBMUD since the valve was opened has dropped to 23 percent. The better news is that during 2017 we have spent \$80,351.06 less to purchase water from EBMUD through mid August compared to what was spent in 2016 through the same period.

The greens on Creekside were aerated and top-dressed with sand in August. The greens on Dollar Ranch will be aerated and top-dressed with sand beginning on September 18th.

The Dollar Ranch fairways were fertilized for the second time this year in August. The fertilizer used also contained a selective herbicide to reduce broadleaf weed populations.

We have planted 11 trees this week. Several more will be planted later this month. We are planting several ash trees to change things up and in an effort to see how well they will adapt to our environment.

I recently contacted the golf course superintendents at 11 east bay golf courses to learn how many maintenance workers besides themselves each had on their staff. All 11 golf courses were 18 holes. The average number of the crew size added to the superintendent is 15.9. At Rossmoor we have a superintendent and 12 crew members to care for 27 holes.

We changed the start time of our irrigation cycles to 6:00 a.m. on a Monday in August compared to a 9:00 p.m. start to allow us to observe the efficiency of our flow management. The test proved to be extremely beneficial. We plan to continue to do so on a monthly basis.

PLANNING COMMITTEE REPORT

REGULAR MEETING
FRIDAY, SEPTEMBER 8, 2017, AT 1:01 P.M.

A regular meeting of the Planning Committee was convened by the Chairman, Mary Lou Delpech, at 1:01 p.m. on Friday, September 8, 2017, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Leslie Birdsall and Carl W. Brown. Melvin C. Fredlund was excused. Also attending were Mary K. Neff, Treasurer, GRF; Timothy O'Keefe, CEO; Dennis Bell, Public Safety Manager; and two residents. Attendance

The Chairman welcomed everyone to the first Planning Committee meeting and provided some background on the formation of the Committee, its purpose, and goals. Chairman's Opening Remarks/

Leslie Birdsall was elected Vice Chairman of the Committee by unanimous consent. Election of Vice Chair

The Chairman opened discussion on the final recommendations from TJKM Traffic Engineering Consultants to improve traffic and pedestrian safety in Rossmoor. Mr. O'Keefe provided background information to the Committee, including comments he receives regularly from residents regarding pedestrian and traffic safety issues. He also explained that he and Mr. Bell included five recommendations from TJKM for the Committee's first review which deal with traffic and pedestrian safety at several key intersections, and two recommendations dealing with traffic speed and golf cart usage. Discussion of Traffic and Pedestrian Safety Recommendations from TJKM Consultants

The Committee then reviewed and discussed the five recommendations addressing pedestrian and traffic safety, and asked Mr. Bell to research additional signage and lane marking options at the gate entrance for further review at next month's meeting. Mr. Brown volunteered to provide more information to staff and the Committee regarding vendors and pricing for pedestrian activated signs, including flashing stop signs, at key intersections in the Gateway Clubhouse area.

The Committee turned to the recommendations dealing with speed and golf cart usage in Rossmoor, including installing golf cart lanes and lane markers in roadways along the golf courses and on a portion of Golden Rain Road. Discussion followed.

Before adjourning, the Chairman announced that future meetings of the Committee will be held on the second Friday of each month at 10:30 a.m. in the Board Room at Gateway following the Golf Advisory Committee's monthly meeting. Therefore, the next regular meeting of the Planning Committee will be held on Friday, October 13, 2017, at 10:30 a.m. in the Board Room at Gateway Complex. Next Mtg. 10/13/17

There being no further business to come before the Committee, the meeting was Adjournment adjourned at 3:10 p.m.

Mary Lou Delpech, Chairman
Planning Committee

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DRAFT

POLICY COMMITTEE REPORT

REGULAR MEETING
TUESDAY, SEPTEMBER 5, 2017, AT 2:04 P.M.

A regular meeting of the Policy Committee was convened by the Chairman, Robert D. Kelso, at 2:04 p.m. on Tuesday, September 5 2017, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Mary Lou Delpech and Stephen D. Roath. Attendance
Geraldine Pyle was excused. Also attending were Timothy O’Keefe, CEO; Anthony W. Grafals, General Counsel; Maureen A. O’Rourke, Director of Communications; Mary K. Neff, Treasurer, and Leslie Birdsall and Melvin C. Fredlund, Directors, GRF; and five residents.

During the Residents’ Forum, John Littig and Clair S. Weenig addressed Policy 502.0 Residents’
(Bulletin Boards and Display Cases), and commented on how the 2016 revisions to Forum
the Policy have affected the Republican Club’s efforts to post information regarding charitable organizations for veterans. Both gentlemen asked the Committee to consider changing the Policy. Mary A. England stated that, in her opinion, the language in Policy 502.0 is vague and implementation is discriminatory. Discussion followed.

A motion was made by Mr. Roath and seconded by Ms. Delpech to bring Motion to
Policy 502.0, Bulletin Boards and Display Cases, to the Committee at its Bring Policy
next meeting for review. The vote on the motion was taken and the 501.2 to
motion CARRIED UNANIMOUSLY. Policy
Committee
for Review/

Continuing the Residents’ Forum, Bob Hanson remarked on Policy 601.2 (Rossmoor Residents’
News Editorial Policy) and the columns he writes for the Rossmoor News. He Forum
explained that he disputes the current Policy that columns cannot be about Rossmoor (continued)
issues. Discussion followed.

The Policy Committee’s report of its meeting held on July 18, 2017, was approved as Report
written. Approved

There being no further business to come before the Committee, the meeting was Adjourn-
adjourned at 3:05 p.m. ment

The next regular meeting of the Policy Committee will be held on Tuesday, October Next Mtg.
3, 2017, at 1:30 p.m. in the Board Room at Gateway Complex. 10/3/17

Robert D. Kelso, Chairman
Policy Committee