

A G E N D A

POLICY COMMITTEE

REGULAR MEETING
TUESDAY, JULY 3, 2018 AT 1:30 P.M.
BOARD ROOM - GATEWAY COMPLEX

1. MEETING CALLED TO ORDER Geri Pyle, Chair
2. ROLL CALL Geri Pyle, Ken Anderson, Barbara Coenen, Robert Kelso
3. RESIDENTS' FORUM
4. APPROVAL OF THE REPORT OF MEETING HELD ON JUNE 5, 2018 (Attachment)
5. OLD BUSINESS
Policy 304.1 (Guest Usage Policy) – Recommendation by the FCAC regarding request to exempt non-resident club members from guest usage fee. (Attachment)
6. NEW BUSINESS
Rule 108.0 (Parking) – Recommendation by staff to amend in order to accommodate overnight parking for electric recharging stations. (Attachment)
7. NEXT MEETING
Tuesday, August 7, 2018 @ 1:30 P.M. in the Board Room at the Gateway Complex
8. ADJOURNMENT

cc: GRF Board

POLICY COMMITTEE REPORT

REGULAR MEETING
TUESDAY, JUNE 5, 2018, AT 1:30 P.M.

A regular meeting of the Policy Committee was convened by the Chairman, Geraldine Pyle, at 1:30 p.m. on Tuesday, June 5, 2018, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Kenneth Anderson, Barbara Coenen, and Attendance Robert D. Kelso. Also attending were Leslie Birdsall, Vice President, and Sue DiMaggio Adams, Director, GRF; Timothy O'Keefe, CEO; Anthony W. Grafals, General Counsel; Jeffrey P. Matheson, Director of Resident Services; and thirteen residents.

The Chairman gave a warm welcome to the Committee's newest members, Kenneth Welcome Anderson and Barbara Coenen.

During the Residents' Forum, Cynthia Schneider asked a question regarding the Residents' GRF Facility Usage Fee and the Third Walnut Creek Mutual CC&R's prohibiting the Forum renting owner from using common facilities. Messrs. Kelso and Grafals addressed Ms. Schneider's question.

Sophia Sue next addressed the Committee and provided a handout outlining her thoughts regarding why she is against allowing non-resident users at the Fitness Center without paying a fee.

Daryl Svoboda, on behalf of the Hot Flasher and Happy Hooper dance Clubs, shared a brief history of the Clubs' journey and attendance at several Board and committee meetings regarding the guest usage fee. Ms. Svoboda went on to share the Club's concerns regarding the grandfathering in of non-resident club members. The Clubs suggest an alternative solution of grandfathering in 7 positions rather than 7 named individuals, so that other affected clubs can maintain a viable number of members to accomplish the clubs' mission.

Louann Jensen shared her thoughts regarding the policy of guest passes, specifically at the pool. She suggested that a separate pass be used to use the Tice Creek Fitness Center equipment and allow free use of the pool.

The Chairman thanked all of the residents for their input and feedback.

The Policy Committee's report of its meeting held on March 6, 2018, was approved Report as written. Approved

The Chairman introduced agenda item 5, Policy 102.3 (Allocation of Revenue and Finance Expenses) – Changes recommended by the Finance Committee at its February 20, Committee's 2018, meeting. The Chairman then went on to review the subsequent summary Recomm- report attachment in the agenda packet, which provided background information ended regarding the recommendation from the Finance Committee. The Chairman then Changes to invited Mr. Grafals to address the Committee. Mr. Grafals provided a detailed Policy 102.3 overview of the summary report attachment to section 5 of the agenda packet and of

the redlined attachment copy of Policy 102.3, which covers the proposed recommended changes to Policy 102.3 from the Finance Committee. Discussion followed.

A motion was made by Mr. Kelso, seconded by Mr. Anderson, and CARRIED UNANIMOUSLY to accept the alteration of Policy 102.3 with changes recommended by the Finance Committee as attached.

Motion
to Amend
Policy 102.3

The Chairman then introduced agenda packet item 6, Policy 304.1 (Guest Usage Policy) – Recommendation by the FCAC regarding request to exempt non-resident club members from guest usage fee. The Chairman then introduced Mr. Matheson to review and clarify this item. Mr. Matheson reviewed the summary report attachment in section 6 of the agenda packet regarding Policy 304.1, which clarifies a recommendation by the Fitness Center Advisory Committee to keep the current Policy as-is and continue to charge non-resident club members a guest usage fee. Discussion followed.

Review of
Policy 304.1,
Guest
Usage Fee

A lengthy discussion ensued regarding Mr. Kelso's suggested modification to Policy 304.1 and the introduction of an interim proposal.

A motion was made by Mr. Kelso, seconded by Mr. Anderson, and CARRIED, with Ms. Pyle voting no, that the proposed language be used as a starting place for a policy that exempts certain non-resident members of clubs from the guest usage fee and direct staff, Board and Committee members to provide further input to the interim proposal and bring the interim proposal back to the next Policy Committee meeting for discussion.

Interim
Proposal
for a
Revised
Policy 304.1

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

Next Mtg.
7/3/18

There being no further business to come before the Committee, the meeting was adjourned at 2:19 p.m.

Adjourn-
ment

Geraldine Pyle, Chairman
Policy Committee

dr

Meeting Date: June 5, 2018

SUMMARY REPORT
GOLDEN RAIN FOUNDATION 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.

Subsequently, Director Kelso submitted a proposed revision that would provide for a limited exception to allow Guests to participate in activities at the Tice Creek Fitness

Center subject to specific requirements. The proposed revised language is incorporated in the attached Policy P304.1

ATTACHMENTS:

Attachment #1: Guest use Policy P304.1 (markup)

Attachment #2: Request letters from Tap Dance Clubs (x4) D

ATTACHMENT #1

Policy 304.1

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. Except as otherwise specified herein, 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. Notwithstanding any provision of this Policy to the contrary, Guests who are non-resident members of a GRF Approved Organization as set forth in Policy 302.0, may be excused from paying the applicable guest fee when participating in activities at the Tice Creek Fitness Center, provided all of the following conditions are met:
 - The guest/club member is participating in a sanctioned club event with a reserved room, including practice sessions.
 - The event is limited to the use of a room or studio and such use does not adversely impact other Members and their Guests
 - The guest/club member is accompanied by a Rossmoor resident who is also a member of the same club.
 - The guest/club member will leave when the sanctioned event is over, or will comply with Sections 1 through 5 of this Policy, including payment of any required fees, in order to remain.
 - The guest/club member will be issued a special wrist band that must be worn while in the Tice Creek Fitness Center.

Policy 304.1

- The guest/club member will not use locker rooms, pools or any of the equipment in the Fitness Center, except in compliance with Sections 1 through 5 of this Policy.
- Guests who violate any of the foregoing requirements will forfeit their exemption under this paragraph.

5.

6.7. 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.

7.8. 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

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



Judie Huse

CC: JEFF MATHEISON

Anthony Grafals

From: Paulette Jones
Sent: Thursday, April 26, 2018 5:39 PM
To: Sue Adams (mailto:sue.adams@rothamsted.com); Bob Kelso; Geri Pyle;
 Steve Roath (mailto:steve.roath@rothamsted.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' <sherry.smith@rothamsted.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 <sherry.smith@rothamsted.com>
Sent: Wednesday, April 25, 2018 6:29 PM
To: Paulette Jones <paulette.jones@rothamsted.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

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

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

Meeting Date: July 3, 2018

**SUMMARY REPORT
GOLDEN RAIN FOUNDATION POLICY COMMITTEE**

REPORT PREPARED BY:

Jeff Matheson, Director of Resident Services

REQUESTED ACTION/RECOMMENDATION: Consider amendments to Rule 108.0, To Establish Guidelines for Parking on Golden Rain Foundation Property, to accommodate overnight parking at EV charging stations.

BACKGROUND:

The GRF Board has authorized staff to apply for a PG&E grant to install charging stations at three GRF locations in Rossmoor. Each location will have 10 stations including two ADA compliant stations per site. The parking stalls will be designated as open parking during the hours of 6:00 a.m. to 10:00 p.m. From 10:00 p.m. to 6:00 a.m. they parking stalls will be dedicated to EV charging.

The Current parking policy 108.0 prohibits overnight parking at GRF clubhouses. The proposed amendments would allow overnight parking for the purpose of using one of the designated charging stations.

ATTACHMENTS:

Attachment #1: Policy 108.0 redline edits

Attachment #2: Policy 108.0 clean version including proposed edits

Subject: Parking

Purpose: To Establish Guidelines for Parking on Golden Rain Foundation Property

1. The term Vehicle shall have the same meaning as set forth in Rule R201.0 (Traffic Rules and Regulations).
2. This Rule does not apply to:
 - Golden Rain Foundation owned Vehicles,
 - Vehicles belonging to utility companies or vendors/contractors in the employ of utility companies working in Rossmoor,
 - Vehicles belonging to federal, state or local authorities.
3. General Requirement
 - a. The parking regulations in the California Vehicle Code as currently constituted shall apply to all Foundation streets.
 - b. Except as otherwise provided in Foundation Policies or Rules, only Vehicles may be parked on Foundation streets, subject to the limitations of this Rule.
4. Overnight parking at Foundation clubhouses and buildings is prohibited with the following exceptions:
 4. Vehicles may be parked overnight while charging at one of the designated charging stations at Gateway, the Event Center, and Tice Creek Fitness Center.
 5. Exceptions may be made in the Gateway parking lot for Foundation sponsored overnight events, ~~with prior approval by the Foundation as set forth below.~~
- 6.5. No Recreational Vehicle, as defined in the California Vehicle Code, including but not limited to campers, house trailers, motor homes or boat trailers, shall be parked on Foundation streets except for the purpose of actually loading or unloading, for no more than 12 hours.
- 7.6. For the purpose of identifying parking limitations, the following curb markings apply:

red curb	no parking
green curb	not to exceed 10 minutes or as posted
yellow curb	stopping only for loading and unloading
blue curb	handicapped parking only
unpainted	parking permitted unless posted

- ~~8.7.~~ No Vehicle may be continuously parked on any Foundation street for more than seventy-two hours.
- ~~9.8.~~ Commercial Vehicles may not be parked on Foundation streets between the hours of 5:00 p.m. and 7:00 a.m.
- ~~10.9.~~ PODS/storage containers may not be parked on Foundation streets or in Foundation parking areas.
- ~~11.10.~~ No Vehicles, including golf carts and bicycles, may be parked on sidewalks or courtyards on Foundation property.

Exceptions to this Rule may be authorized by the Foundation upon prior approval, to be requested at the Public Safety Office.

Authority: Rule

- 1/31/69
- 5/29/69 Rev.
- 5/27/71 Rev.
- 7/1/76 Rev.
- 6/6/89 Rev.
- 12/3/98 Rev.
- 5/29/03 Rev.
- 4/18/06 Rev. (Comm.)
- 5/25/06 Rev.
- 5/26/11 Rev.
- 1/28/16 Rev.
- ~~1.~~

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4/18/06 Rev. (Comm.)

5/25/06 Rev.

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1/28/16 Rev.