SECURITY, BUS AND TRAFFIC COMMITTEE

Agenda

Administration Conference Room
Wednesday, September 7, 2016
1:00 p.m.

1. **Call to Order/Pledge of Allegiance**
2. **Roll Call/Notice of Quorum**
3. **Chair's Announcements**
   a. Introduction of Guests and Staff
   b. Rules of Order
   c. Chair's Report
4. **Approval of Minutes**
   a. Minutes of August 3, 2016 (Pgs. 1-5)
5. **Shareholder/Member Comments – Agenda Items Only**
   (Limited to 3 minutes per person)
6. **Correspondence**
   a. Mr. Joe Tenney – Bicycle Racks (Pg. 6)
   b. Ms. Margie Meigs (Pg. 7)
7. **Old Business**
   a. Conceptual Approval for Guest Access System - Update
   b. Schedule Field Trip to Observe Computerized Guest Access System
8. **New Business**
   a. DEA – Drug "Take-Back" Event (Pg. 8)
   b. Review of Mini-Motorhome Parking (Pgs. 9-13)
9. **Policies**
   a. Adopt Policy 3050-37, Security Functions (Pgs. 14-15)
   b. Discussion Only: Policy 1927-37, Parking Rules For Trust Property (Separate Cover)

SECURITY, BUS AND TRAFFIC COMMITTEE

9. Policies (Continued)

c. Rescind Policies:

i. 1909-37, Restricted Speed Zones of 10 MPH (Pgs. 16-17)

ii. 1909.1-37, Restricted Speed Zones of 15 MPH (Pg. 18)

iii. 1909.2-37, Restricted Speed Zones of 20 MPH (Pg. 19)

10. Staff Reports

a. Security Chief

i. Budget Variance Report Cost Center 37, Security (Pg. 20)

ii. Security Monthly Report (Pg. 21)

b. Fleet Manager

i. Budget Variance Report Cost Center 38, Transportation (Pg. 22)

ii. Mini-Bus Monthly Report (Pg. 23)

11. Executive Director

12. President's Comments

13. Shareholder's Comments (Limit 3 Minutes)

14. Committee Member Comments

15. Next Meeting

October 5, 2016 – 10:00 a.m.
Administration Conference Room

16. Adjournment

SECURITY, BUS AND TRAFFIC COMMITTEE MINUTES
August 3, 2016

The regular meeting of the Security, Bus and Traffic Committee was called to order by Chair Perrotti at 1:00 p.m. and was held on Wednesday August 3, 2016, in the Administration Conference Room, followed by the Pledge of Allegiance.

ROLL CALL

Present:	Mrs. L. Perrotti, Chair	Mr. R. Stone
	Mr. S. McGuigan, Vice Chair	Mrs. H. Tran
	Mr. P. Pratt	Mrs. C. Damoci, Ex-Officio
	Mr. B. Scheuermann	
Absent:	Mrs. M. Dodero	
Guest:	Ms. K. Rapp, Chair – Mutual Administration Committee (MAC)	
Also Present:	Mr. R. Ankeny, Executive Director	
	Ms. C. Miller, Director of Finance	
	Mr. J. Guerrero, Security Chief	
	Mr. A. Cabrera, Deputy Security Chief	
	Mr. G. Winford, Fleet Manager	
	Ms. P. Snowden, GRF Representative, Mutual Two	
	Mrs. J. Reed, GRF Representative, Mutual Four	
	Mrs. M. Greer, GRF Representative, Mutual Eleven	
	Mr. P. Moore, GRF Representative, Mutual Seventeen	
	Mrs. L. Whitlock, Administrative Secretary	
	Hon. S. Massa-Lavitt, Mayor of Seal Beach	
	Eleven Shareholders/Foundation Members	

CHAIR'S ANNOUNCEMENTS

There being no objections, Chair Perrotti declared the reading of the Quorum Notification be dispensed with by unanimous consent.

The Chair stated that in accordance with California Civil Code Section 4090, please be advised that a quorum of the GRF Board of Directors is present at today's posted meeting. The business of the **Security, Bus and Traffic Committee** will be conducted in accordance with the agenda. As a quorum of the Board is present, this meeting will be conducted as a committee meeting and a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with

DRAFT

stated committee policy and/or provide recommendations to the GRF Board of Directors at its regular Board meeting on the 4th Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes in September, 2016.

APPROVAL OF MINUTES

The minutes of the July 18, 2016, meeting were approved with corrections.

SHAREHOLDER/MEMBER COMMENTS – Agenda Items Only

One shareholders/members commented on items on the agenda.

CORRESPONDENCE

Chair Perrotti read one piece of correspondence that was received from Mr. and Mrs. Sprague. No action taken.

OLD BUSINESS

Update on the Guest Pass System

Ms. Rapp, MAC Chair, updated the Committee members on the number of passes that are distributed by Stock Transfer to non-Shareholders.

Mr. McGuigan MOTIONED and seconded by Mr. Stone –

TO seek conceptual approval from the Board for an updated guest-access system with an expenditure not to exceed $100,000.00.

The motion was unanimously carried by Committee members present.

Budget 2017, 2nd Draft – Cost Centers 37 and 38

Mr. McGuigan MOTIONED, seconded by Mr. Scheuermann –

TO recommend to the Finance Committee a non-budgeted expense in the amount of $10,000 for repairs to the mini-buses.

The motion was unanimously carried by Committee members present.

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Mr. McGuigan MOTIONED and seconded by Mrs. Tran –

> **TO** recommend to the Finance Committee acceptance of the 2017 Budget for Cost Centers 37 and 38 as presented.

The motion was unanimously carried by Committee members present.

NEW BUSINESS

Role of Security in the

It is the consensus of the Committee to direct the Executive Director to forward the draft of Policy 3050-37 to the Foundation's Attorney for review and recommendations. No action taken at this time.

STAFF REPORTS

Security Chief

Security Chief presented his report as submitted to the Committee.

Fleet Manager

Fleet Manager presented his report as submitted to the Committee.

Executive Director

The Executive Director provided information and updates throughout the meeting.

PRESIDENT'S COMMENTS

The President had no comments, at this time.

SHAREHOLDER COMMENTS

Three shareholders/members spoke on various items pertaining to the Committee's area of purview.

COMMITTEE MEMBERS COMMENTS

Five Committee members spoke on the proceedings and accomplishments of today's committee meeting.

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Chair's Comments

Chair Perrotti thanked the Committee members, shareholders, and staff present for attending and participating in today's the meeting.

ADJOURNMENT

Chair Perrotti adjourned the meeting at 3:08 p.m.

_____

Leah Perrotti, Chair
SECURITY, BUS AND TRAFFIC COMMITTEE

law 08.08.16

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RECAP OF MOTIONS AND ACTIONS TAKEN AT THE SECURITY, BUS AND TRAFFIC COMMITTEE MEETING

MOTIONS

- There being no objections, Chair Perrotti declared the reading of the Quorum Notification be dispensed with by unanimous consent.
- The minutes of the July 18, 2016, meeting were approved with corrections.
- **TO** seek conceptual approval from the Board for an updated guest-access system with an expenditure not to exceed $100,000.00.
- **TO** recommend to the Finance Committee a non-budgeted expense in the amount of $10,000 for repairs to the mini-buses.
- **TO** recommend to the Finance Committee acceptance of the 2017 Budget for Cost Centers 37 and 38 as presented.
- Chair Perrotti adjourned the meeting at 3:08 p.m.

ACTIONS

- It is the consensus of the Committee to direct the Executive Director to forward the draft of Policy 3050-37 to the Foundation's Attorney for review and recommendations. No action taken at this time.

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Laura Whitlock

From: Fara Quirin
Sent: Monday, August 22, 2016 12:01 PM
To: Laura Whitlock
Subject: SBT Committee correspondence
Attachments: bike rack correspondence.pdf

Good Morning, Laura.

Mr. Tenney told me he does not understand what is meant by
“tricycles do not need to use the bicycle rack.”
Mr. Tenney said he would like to secure his tricycle to the rack.

Thank you.

Fara Quirin
Office Secretary
Golden Rain Foundation
PO Box 2069, Seal Beach, CA 90740

☎ (562) 431-6586, ext. 519 | ✉ faraq@lwsb.com | ⓦ www.lwsb.com

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Laura Whitlock

From: Leah Perrotti
Sent: Thursday, September 01, 2016 8:11 AM
To: Laura Whitlock
Subject: Fwd: Traffic on Golden Rain Road - Incident Report

Sent from my iPad

Begin forwarded message:

> **From:** MARGIE MEIGS <margiemeigs@gmail.com>
> **Date:** August 21, 2016 at 8:52:02 PM PDT
> **To:** Jaime Guerrero <jaimeg@lwsb.com>
> **Cc:** Leah Perrotti <lperrotti@lwsb.com>, Mark Weaver <markw@lwsb.com>
> **Subject: Traffic on Golden Rain Road - Incident Report**
>
> Jaime,
>
> It is 8:34 p.m. on a Sunday evening and I am sitting on the bed catching up on correspondence and such. A large truck just "flew" past on Golden Rain Road. Had I gotten up to check his license plate, etc., he would have been long gone.
>
> Over the past few years (2013 to present), there has been a substantial increase in large truck traffic on Golden Rain Road. Previously Mark Weaver had explained that this was a temporary situation and should have been over long ago.
>
> This was not only loud, but as close as residents are in Mutual 2 to the roadway, large trucks create a vacuum that if you are on the sidewalk, you are pulled off your feet. In this case, as the windows are open, nearly pulled out of bed.
>
> Is there any way to control/regulate oversize vehicle traffic (except for fire apparatus and such)? There are policies that require work stop at 5 p.m. I would suggest that traffic be regulated as well. This would include motorcycles and any other conveyances that would constitute a nuisance.

COMMITTEE ACTION REQUEST

TO: SECURITY, BUS & TRAFFIC COMMITTEE

FROM: ELOY GOMEZ, SAFETY/EMERGENCY COORDINATOR

SUBJECT: DRUG ENFORCEMENT AGENCY – DRUG TAKE BACK EVENT

DATE: AUGUST 22, 2016

CC: FILE

In April 2016, the Golden Rain Foundation hosted a prescription drug take-back event, which was hosted by the Seal Beach Police Department (SBPD) in conjunction with the Drug Enforcement Agency (DEA).

This event was very successful and well received by our community, where we were able to collect over 650 pounds of prescription drugs, which were safely disposed of.

The SBPD and the DEA has reached out to us again to host another prescription drug take-back event. With the permission of the Committee, we would like to host this event and schedule it for Saturday, October 22, 2016, from 10:00 a.m. to 2:00 p.m.

To host this event, the DEA and SBPD requires:

1. That the collection point be opened to all Seal Beach residents, and
2. That GRF provides One (1) security officer to help secure the area.

My suggestion for a safe location would be the Main Gate. The SBPD will set up a pop-up tent just north of the L.W. globe and place safety cones along the driveway between Security offices and the globe to assign a north and southbound lanes without interfering with the Orange County Transportation Authority buses while stopping at the main gate.

Action/Motion:

It is staff's recommendation that the Committee approve:

- GRF to host the DEA prescription drug take-back event;
- Event Date – Saturday, October 22, 2016, from 10:00 a.m. to 2:00 p.m.
- Event Location – Main Gate
- Use of restrooms and lunchroom by the DEA and SBPD staffs
- One (1) Security staff members to assist

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Golden Rain Foundation GRF Leisure World, Seal Beach

COMMITTEE ACTION REQUEST

TO: SECURITY, BUS, AND TRAFFIC COMMITTEE
FROM: JAIME GUERRERO, SECURITY CHIEF
SUBJECT: REVIEW OF MINI-MOTORHOME PARKING AT CLUBHOUSE FOUR
DATE: SEPTEMBER 7, 2016
CC: FILE

On September 6, 2012, the Security, Bus, and Traffic Committee reviewed Shareholder correspondence and comments related to the parking of an mini-motorhome in the area of Foxburg Road. After extensive discussion, it was the consensus of the Committee to allow the owner of the mini-motorhome to make arrangements with the Security Department to park the vehicle in the Clubhouse Four RV parking lot.

A recent staff review of the RV parking lot use by Shareholders, the enforcement of violations, and concerns received by other Shareholders call for a Committee review of the mini-motorhome parking arrangement.

Staff recommends the Committee review the mini-motorhome Clubhouse Four RV parking arrangement to determine if it should be extended.

Attachments:

Exhibit A Letter from Ms. Cvikel dated August 20, 2012
Exhibit B Letter from Fern Burris received August 14, 2012
Exhibit C SB & T Minutes, September 6, 2012

RECEIVED
AUG 20
COMMUNITY FACILITIES

August 20, 2012

Mr. Mark Weaver, Physical Properties

re: parking my Rialta on my street by my unit (Mutual 9, #218 B)

Dear Mr. Weaver,

I recently returned from a 2-week vacation to find that one of my neighbors had called security multiple times and ultimately circulated a petition about my small RV, which is my only vehicle and functions as my car. I believe the petition went to you, and I am hoping to speak with you about this matter, since it is quite stressful and important to me.

I have been a property owner and resident in Leisure World (Mutual 9, Apt. 218 B) for almost two years. Before moving in, I asked specific questions about being able to park my small motor home (a Class B, expanded van type - it's a "Rialta" which is a VW Eurovan in the front with a Winnebago back end) in front of my unit, that has 'drive up' parking. The RV is 21 feet long (the same as a Ford Excursion), parks in a regular parking space (though I usually park in a handicapped space) and I drive it nearly every day, since it is my only vehicle. I was told by both my Mutual 9 President, Mr. Tom Green, and the Director of Parcel 41, Mr. Lou Krieger, that I could legally park my vehicle on any "named street" in Leisure World, and that the entire T-intersection of Foxburg Road was considered such a named street. This meant that both my co-owner (Mary Read) and I, who both have disabled parking placards, could park in easy access to our front door.

Sometimes I park right in front of our unit. However, I most often park at the end of the T-intersection, leaving the space by the front door for Mary. Our carport space (which could house her Prius but not my Rialta, because of the height of the roof air conditioner) is not convenient when Mary returns from work at 11pm. I park on the side of the street that is under the overhanging trees, as I was told the fire trucks cannot access that side, and might need to use the other side in an emergency. I purposefully do not park directly in front of anyone else's unit, as I do not want to block their drive-up access or their view to the street. The neighbor behind us (unit A) also parks with a handicapped placard, so we don't "line up" both vehicles in front of our unit, as it would make access harder for her, since there is red curb right after her unit. Also, several neighbors from the 'back side' of our building have handicapped parking, and need to park in the row in front of our unit from time to time, where I am OK parking at the end of the T unless I am loading or unloading groceries, etc.

I have made every effort to be a kind and considerate neighbor, especially as regards parking my vehicle. I have asked permission from my Mutual President and advice from my Parcel Director at every step. One neighbor had put 3 notes on my RV saying it was "ugly" and he

EXHIBIT A

"didn't want to live in a trailer park" - this led to a confrontation in which I had to call security since he was threatening and abusive to Mary & me. Since he recently moved out of Mutual 9, I thought this chapter was over, as I had never heard any complaints from anyone else. Leaving for my recent trip, I made sure that my Building Captains and Parcel Director had access to my keys in case the RV needed to be moved for any reason. Therefore, it was a complete (and most unwelcome) surprise to learn that while I was gone, other parties were drawn into a complaint about my RV being parked where I have every right to park, when no one has come to me directly with any sort of complaint or request.

When I park at the end of Foxburg Road, I am not impacting anyone's entrance to their property. I am not impeding the Fire Trucks coming to our assistance (since the overhanging trees would stop them on that side of the street). I park legally, in a vehicle that I have permission to park, which is properly maintained, has a current registration and up-to-date Leisure World parking tags. As I understand the complaint against me, it's only the aesthetics of the vehicle that are in question. It may not be beautiful to everyone, but I keep it washed and cared for, because it's beautiful to me. I take many happy camping trips in it, as well as my daily errands. I don't believe my right to park should be affected by someone else's view of the beauty of my vehicle.

I hope that you will take "my side of the story" into account as you review the petition that was circulated by my neighbor. I would happily try to accommodate anyone's reasonable request if it is made to my face, and if it does not involve either Mary or me having to walk far from our vehicles to our door, in view of our need for handicapped parking access. Thank you for your time and consideration.

Sincerely,

Elizabeth A. Cvikel, LCSW

EXHIBIT A

RECEIVED
AUG 14
COMMUNITY FACILITIES

To the Security, Business and Traffic Committee

There are several concerns from residents in Mutual 9, Buildings 216, 217 and 218, regarding the parking of large trucks, motor homes and vehicles parked at the T-juncture of Foxburg Rd.

These concerns include:

Some of these vehicles are parked in the same spot and not moved for more than a month.

We think this is a safety hazard for cars coming into both sides of the cul-de-sacs. One of the residents nearly hit the motor home when there was another car parked directly across from this motor home. This is particularly dangerous at night with vision problems of our population and think this is a preventable accident waiting to happen.

We are paying for the privilege of living here and need to feel our safety and security are not at risk in our neighborhood of our HOMES. This privilege extends to being able to look out of our windows at the beautiful trees and shrubbery surrounding our homes and not to look at dirty trucks,motor homes and other vehicles blocking the nice view. Visitors have made derogatory comments about living in trailer-trash city.

This has the effect of thinking we are being denied and deprived of enjoying our otherwise beautiful surroundings and causing many hard feelings and fighting among neighbors, which makes things more stressful than needs to be.

In addition, this past weekend, the motor home was ticketed, but later in the day, the ticket was removed. A call to Security Supervisor, Barbara Clark, who said she would send a patrol car out and re-ticket and write an incident report. A car was sent, but just cruised the area, and did nothing. Repeated calls were made on Sat. August 11, and were hung up on. It raises the question of how secure our security system works for us, when our calls for help aren't answered.

There are several solutions to this issues that we will be happy to discuss at your next meeting in September and would like this to be put on your agenda for that meeting.

Thank you for your consideration. Fern Burris 562-598-2926

Donna Sesnita
W. Calhoun

Stephanie Rohr
Anna Landowski

EXHIBIT B

MINUTES EXCERPT

Security, Bus & Traffic Committee
September 6, 2012

CORRESPONDENCE

Trust Street Parking: Correspondence was received from two shareholders regarding the right to park a mini-motorhome on Trust street property for an extended period of time. Both shareholders were in attendance at the meeting. It was stated that this vehicle is in violation of Golden Rain Foundation Policy 1920, Vehicle and Pedestrian Code, which allows a shareholder to park in front of their apartment for up to 48 hours for the purpose of loading and unloading their RV. After extensive discussion, it was the consensus of the Committee to allow the shareholder with the mini-motor home to make arrangements with the Security Department to park the vehicle in the Clubhouse Four parking lot, with the understanding that it must be moved on a regular basis. A response will be sent to both shareholders with the outcome of the decision.

EXHIBIT C

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3050-37

STAFF OPERATIONS

ADMINISTRATION

ADOPT

Security Functions

Functions: Provide security services for the Golden Rain Foundation.

1. Provide reasonable access control at each of the community's gates.
2. Patrol community on an intermittent basis; check community facilities, perimeter walls and pedestrian gates. Observe and report findings to public safety agencies, as needed.
3. Assist residents and others, upon request, with information and assistance related to security, or refer them to the proper office or authority.
4. Assist governmental agencies (city, county, state, and federal) in their authorized duties within Leisure World, Seal Beach.
5. Register and issue resident decals for vehicles, golf carts, bicycles and mobility scooters in accordance with Foundation policy.
6. Provide reasonable access control by checking visitor and service passes and pick-up expired passes.
7. Security shall enforce Foundation and Mutual policies through traffic enforcement, radar enforcement and community education. Security shall report to Mutual Boards in accordance with the policies.
8. Report monthly on activities to department head.
9. Pick up, count and deliver to the Director of Finance the laundry room coin receipts from laundry rooms on a monthly schedule.
10. Review security video camera footage for suspicious activity.
11. Process and input quest admission requests received from residents.
12. Provide after-hour dispatch and response for maintenance-related calls for service.
13. Provide reservation and dispatch services for the Foundation's Access Mini-Bus and Sunday Church Mini-Bus.

3050-37

STAFF OPERATIONS

ADMINISTRATION

ADOPT

Security Functions

14. Respond to animal-related calls for service and assist the animal control department, as needed.

15. Coordinate with the contract custodial services company to address the cleanup of biohazards, physical hazards and dead animals.

16. Receive requests from residents' family and friends to conduct welfare checks, respond with public safety agencies, and provide findings to family and friends.

17. Process requests for entry by bail bond agents and repossession companies.

18. Respond and assist residents in stalled elevator emergencies.

19. Provide legal document delivery service for the Foundation's departments.

20. Generate reports on incidents that occur on Trust or Mutual properties.

21. Respond to large scale disasters and emergencies in accordance with the Foundation's Emergency Preparedness Manual.

22. Assume any other related security service assigned by the Executive Director or adopted by the Board of Directors.

Policy:
Adopted: 19 Aug 1980
Amended: 29 May 2014

GOLDEN RAIN FOUNDATION
Seal Beach, California

1909-37

COMMUNITY OPERATIONS

VEHICLE AND PEDESTRIAN CODE

Restricted Speed Zones of 10 Miles Per Hour

The following portions of the Trust Streets shall be restricted to a speed limit of 10 miles per hour, and painted legends indicating this speed shall be installed on the following streets:

1) Canoe Brook Drive from its intersection with El Dorado Drive westerly to the point where the street turns in a southerly direction, and extending 20 feet south of the curve in the street.

2) Prestwick Road for its entire length.

3) Mayfield Road for its entire length.

4) Fresh Meadow Lane for its entire length.

5) Weeburn Road for its entire length.

6) Skokie Road for its entire length.

7) Tam O'Shanter Road for its entire length.

8) Glenview Road for its entire length from St. Andrews Drive.

9) Seaview Lane for its entire length.

10) Kenwood Road for its entire length.

11) Danbury Lane for its entire length.

12) Wentworth Lane for its entire length.

13) Medinac Lane for its entire length.

14) McKinney Way between Carports Four and Five.

15) Brookline Road for its entire length.

16) Scioto Road for its entire length.

(Mar 07)

COMMUNITY OPERATIONS

VEHICLE AND PEDESTRIAN CODE

Restricted Speed Zones of 10 Miles Per Hour

17) Cedar Crest Lane for its entire length.

18) Sunningdale Road east and west near Carports 150 through 154.

Policy:
Adopted: 20 Aug 74
Amended: 16 Aug 05
Amended: 20 Mar 07

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Mar 07)

COMMUNITY OPERATIONS

VEHICLE AND PEDESTRIAN CODE

Restricted Speed Zones of 15 Miles Per Hour

The following portions of the Trust Streets shall be restricted to a speed limit of 15 miles per hour, and painted legends indicating this speed shall be installed on the following streets:

1) Alderwood Lane for its entire length beginning at Golden Rain Road and extending northerly.

2) Golden Rain Road Main Gate entrance lane from the guard station easterly for a distance of 75 feet.

3) St. Andrews Drive Gate entrance lane from the guard station easterly for a distance of 75 feet.

4) St. Andrews Drive from the northeast corner of the Administration Building to the intersection of Golden Rain Road in both directions.

5) Knollwood Road for its entire length.

6) Foxburg Road for its entire length.

7) Del Monte Dr. from Golden Rain Rd. through Mutual Seventeen to Burning Tree Ln.

8) North Fairfield Lane for its entire length.

9) South Fairfield Lane for its entire length.

10) Twin Hills Drive for its entire length.

11) Shawnee Lane for its entire length.

12) Pelham Road for its entire length.

Policy:
Adopted: 18 Oct 77
Amended: 21 Feb 89
Amended: 21 Mar 89
Amended: 16 Aug 05
Amended: 20 Mar 07

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Mar 07)

1909.2-37

COMMUNITY OPERATIONS

VEHICLE AND PEDESTRIAN CODE

Restricted Speed Zones of 20 Miles Per Hour

The following portions of the Trust Streets shall be restricted to a speed limit of 20 miles per hours, and painted legends indicating this speed shall be installed on the following streets:

1) Sunningdale Road from Del Monte Drive to Carports 151 through 154.

Policy
Adopted: 20 Mar 07

Mar 07)

GOLDEN RAIN FOUNDATION
Seal Beach, California

Budget Variance Report - July 2016
Security Department - CC 37

GL Code	Account Description	Variance	Explanation
6100000	Salaries & Wages	7,097	Favorable - shift staffing shortages - candidates in process to fill shortages
6142000	Workers Compensation	29,793	Favorable - annual budget being greater than the actual premiums for the year plus a refund from 2015
6143000	Group Insurance - Medical	(3,721)	Unfavorable - enrollment greater than budgeted.
6144000	401K Match	3,263	Favorable - reduced enrollment
6410000	Office Supplies	2,146	Favorable - conservation efforts to reduce usuage
6410020	Equipment Expense	4,329	Favorable - conservation efforts to reduce usuage
6472000	Equipment Repair and Maintenance	(2,872)	Unfavorable - repairs to patrol vehicles / emergency generator
	Total Explained Variances	40,035	Dollars

TO: SECURITY, BUS & TRAFFIC COMMITTEE

FROM: JAIME GUERRERO, SECURITY CHIEF

SUBJECT: SECURITY MONTHLY REPORT

DATE: September 1, 2016

SECURITY MONTHLY COMMITTEE REPORT

	May-16	Jun-16	Jul-16	Aug-16	2016 YTD	2015 YTD
Deaths Reported	13	9	8	14	91	170
Fires	1	1	5	4	16	29
Theft	10	6	7	6	60	129
Vandalism	4	4	2	3	17	30
Traffic Accidents	10	7	10	11	81	120
Lost Shareholder	5	2	3	5	28	97
Incident	40	40	41	48	330	587
Injury	9	13	19	26	106	87
Paramedic	139	149	121	128	1,183	1,783
Care	21	19	19	19	174	589
Shareholder Services	2,157	2,027	1,986	1,871	15,443	21,667
Decals Issued	424	407	416	495	3,257	6,079
Lock-Outs	88	83	85	86	669	1,247
Seal Beach Police Department	122	122	91	107	927	1,288
Citations: Residents, Parking	114	105	130	123	894	1,092
Citations: Residents, Moving	52	25	11	46	248	461
Citations: Non-Residents, Parking	127	112	137	101	904	1,021
Citations: Non-Residents, Moving	22	8	13	20	117	217
Citations: GRF Employee, Parking	-	2	2	-	8	11
Citations: GRF Employee, Moving	-	-	-	-	-	-
Citations: LWHCC, Parking	-	-	-	-	4	3
Citations: LWHCC, Moving	-	-	-	-	1	4
Citations: Contractors, Parking	-	-	1	5	14	37
Citations: Contractors, Moving	2	1	1	3	11	21
Incoming Calls	17,779	18,372	19,083	20,425	146,627	210,879
Incoming Vehicles Screened at Gates	252,807	190,400	196,812	225,781	1,866,324	1,892,083

Budget Variance Report - July 2016
Security Bus & Traffic - CC ## 38

For Cost Center 38 there is a favorable variance of $34,001 through the month of July 2016 The major variance is due to the following:

CC	GL Code	Account Description	Variance	Explanation
38	6100000	Salaries and Wages	$ (1,143)	Unfavorable- Service off sight un budgeted
38	6142000	Workers Compensation-Transportation	10,063	Favorable-Premiums are less than budgeted and credit received
38	6472100	Equipment Repair & Maintenance Bus	(3,934)	Unfavorable- Repairs to bus suspensions un expected
38	6483105	Gasoline-Transportation	30,963	Favorable-Gasoline purchased one time this year
38	6491000	Miscellaneous Write-offs	$ (5,315)	Repairs made from driver mishaps
		Total Explained Variances	30,634	

Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance
	Expenses - Transportation			
6100000 38	Salaries & Wages - Transportation	245,640	244,497	(1,143)
6140000 38	Employment Taxes - Transportation	23,660	23,599	(61)
6142000 38	Workers' Compensation - Transportation	21,192	31,255	10,063
6143000 38	Group Insurance - Medical - Transportati	19,186	20,804	1,618
6143300 38	Group Insurance - Dental - Transportatio	380	406	26
6143500 38	Group Insurance - Vision - Transportatio	232	259	27
6144000 38	401(k) Match - Transportation	5,660	3,753	(1,907)
6145000 38	Group Insurance - Life - Transportation	540	616	76
6146000 38	Long Term Disability Insurance - Transpo	504	721	217
6211000 38	Continuing Education - Transportation	177	500	323
6212000 38	Employee Exams - Transportation	2,365	1,375	(990)
6214000 38	Meals & Special Events - Transportation	0	70	70
6215000 38	Mileage - Transportation	0	70	70
6217000 38	Uniforms & Laundry - Transportation	4,540	4,319	(221)
6410000 38	Office Supplies - Transportation	3,801	4,689	888
6410005 38	Building Supplies - Transportation	33	399	366
6410010 38	Hospitality - Transportation	125	70	(55)
6410015 38	Computer Supplies - Transportation	105	70	(35)
6410020 38	Equipment Expense - Transportation	15	0	(15)
6410022 38	Tool Expense - Transportation	1,064	1,000	(64)
6410030 38	Printer / Copier Supplies - Transportati	30	70	40
6472000 38	Equipment Repair & Maintenance - Transpo	1,133	3,504	2,371
6472100 38	Equipment Repair & Maint - Minibus - Tra	12,334	8,400	(3,934)
6478000 38	Service Contracts - Transportation	1,162	900	(262)
6482000 38	Dues, Memberships & Books - Transportati	0	70	70
6483000 38	Propane - Transportation	933	650	(283)
6483100 38	Propane - Minibus - Transportation	12,866	14,000	1,134
6483105 38	Gasoline - Transportation	19,037	50,000	30,963
6484000 38	Permits & Licenses - Transportation	878	840	(38)
6491000 38	Miscellaneous Writeoffs - Transportation	5,315	0	(5,315)
	Total Expenses	382,907	416,906	33,999
5330000 38	Income / Refund from Mutuals - Transport	404,404	404,402	2
	Total Cost Recovery	404,404	404,402	2
	Off Budget Items			
	Net Income / (Expense)	21,497	(12,504)	34,001

TO: SECURITY, BUS & TRAFFIC COMMITTEE

FROM: GRANT WINFORD, FLEET MANAGER

SUBJECT: MINIBUS MONTHLY REPORT JULY 2016

DATE: September 1, 2016

TRANSPORTATION MONTHLY COMMITTEE REPORT

	Daily Average	Aug-16	Jul-16	YTD
Total Passengers		4,771	4,754	38,766
Route, AM-BUS		132	123	
Route, A-BUS		775	876	
Route, B-BUS		1,039	1,106	
Route, C-BUS		762	802	
Route, D-BUS		755	797	
Route, PM-BUS		171	238	
Route, D-Weekend/Holidays		910	676	
FIXED ROUTES SUB-TOTALS:		4,771	4,754	31,909
	Daily Average	Aug-16	Jul-16	YTD
Access W/C Bus - One Way Trips	18	524	544	
Access Passenger Pick-Up		837	813	6,857
ACCESS PASSENGER SUB-TOTAL:				
	Daily Average	Aug-16	Jul-16	YTD
Trader Joe's Monday Passenger Count	43	129	198	
Trader Joe's Wednesday Passenger Count	61	243		
TRADER JOE'S TOTAL:		372		
	Daily Average	Aug-16	Jul-16	YTD
Special Events - Amphitheater	49	194	137	
Access Special Events - Amphitheater		74	42	
SPECIAL EVENTS TOTAL:		379	179	