



**BOARD OF DIRECTORS MEETING MINUTES
GOLDEN RAIN FOUNDATION
MARCH 26, 2019**

CALL TO ORDER

President Linda Stone called the regular monthly meeting of the Board of Directors (BOD) of the Golden Rain Foundation (GRF) to order at 10:00 a.m., on Tuesday, March 26, 2019, in Clubhouse Four.

PLEDGE OF ALLEGIANCE

Janet Isom, newly elected GRF Director, representing Mutual Sixteen, led the Pledge of Allegiance.

ROLL CALL

Following the roll call, the Corporate Secretary reported that Directors Perrotti, R. Stone, Snowden, Pratt, L. Stone, Gerber, Gould, Hopewell, Rapp, Fekjar, Dodero, Winkler, Heinrichs, Friedman, Isom, and Moore were present. The Executive Director and the Director of Finance were also present. Directors Findlay and Lukoff were absent.

Sixteen Directors were present, with a quorum of the voting majority.

PRESIDENTS COMMENTS

First, I would like to thank the 500+ members who showed up for the Facilities and Amenities (FAR) Town Hall last Wednesday. What a great turnout. I'm sure US Congressman Harley Rouda realizes he picked the wrong day to visit Leisure World! He probably thought everyone one was there for him.

Mark your calendar, the next meeting for FAR will be held on Friday, April 26th, at 1 p.m., here in Clubhouse Four. We are anticipating another large attendance. At that time, you will hear the results of the petitions, and a summary of the comments and concerns that were voiced at the Town Hall meeting and recorded by the two secretaries in attendance.

This Thursday, March 28, is a Security Town Hall beginning at 6 p.m. in Clubhouse Four. Please attend to hear the latest information regarding your security. Your comments, concerns and helpful suggestions for solutions are very welcome and encouraged.

At every one of the GRF meetings, all comments are taken into consideration. But remember that

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of the 6,608 members, there will most likely be 6,608 different opinions! Actually, we have over 9,000 residents so maybe I should say 9,000 opinions! All Board debate, and, hopefully decisions, start with the question: what is the best solution for the majority of all members?

Please note that in your agenda package, on pages 23-24, under Section 10, New Business, item ii, there is a motion to the GRF BOD requesting the City of Seal Beach and the City Council to pass a resolution designating Leisure World Trust streets for combined use for golf carts and vehicles if the Seal Beach Police Department were to begin enforcing traffic laws within Leisure World.

On March 29 at 10 a.m., in the Administration Conference Room, there will be an informal meeting for all members considering running for the GRF Board of Directors. This is the perfect time for all of those pesky questions to be answered by current and knowledgeable Directors. Mutuals 1, 3, 5, 7, 9, 11,15 and 17 have seats open for election. The deadline for submitting applications is Friday, April 5, at 4:30 p.m., Stock Transfer Office. So, please give considerable thought to running as a GRF Director for your Mutual.

On May 28, the GRF Monthly Board Meeting will be held at night, at 6 p.m. Please mark your calendars! This will be the last evening meeting of the 2018-2019 term.

And now to the business at hand.

ANNOUNCEMENTS

The President introduced the new Security Services Manager, Ginni Houck. The GRF Board of Directors met in Executive Session on February 26 and March 1, 2019, to discuss legal and contractual matters.

SERVICE ANNIVERSARIES

Two employees were recognized with a service award.

Taylor Greene	Library	5 years
Anne Walshe	Recreation	5 years

SEAL BEACH COUNCIL MEMBER’S REPORT

Seal Beach Council Member Sandra Massa Lavitt was unavailable to attend today’s meeting.

SHAREHOLDER/MEMBER COMMENTS

In accordance with Policy 5610, Participation by Foundation Members, members may enter into a comment period prior to the beginning of business. **NOTE:** Foundation members are permitted to make comments before the business of the Board begins. Requests must be registered in advance of the meeting. The Open Meeting Act allows boards of directors to establish reasonable time limits for the open forum and for speakers to address the board. ([Civ. Code §4925\(b\).](#)) Time limits, per speaker, are limited to:

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- 4 minute limit per speaker, when there are no more than 15 speakers
- 3 minute limit per speaker, 16 - 25 speakers
- 2 minute limit per speaker, over 26 speakers

Three members offered comments.

CONSENT CALENDAR – APPROVAL OF BOARD COMMITTEE MEETING MINUTES

In accordance with Civil Code 4090, the Foundation will make available a summary of the meetings where a quorum of the Board was present. A quorum of the Board was present at the following Committee meetings:

- Minutes of the Recreation Committee Board Meeting of February 4, 2019
- Minutes of the Executive Committee Board Meeting of February 8, 2019
- Minutes of the Security, Bus & Traffic Committee Board Meeting of February 13, 2019
- Minutes of the Strategic Planning Ad hoc Committee Board Meeting of February 19, 2019

APPROVAL OF BOARD MEETING MINUTES

The minutes of the February 26, 2019 meeting and the March 18, 2019 Special meeting were approved, as presented.

REPORTS

The Chair of the Facilities and Amenities Review (FAR) Ad hoc Committee presented a report on the progress of the Ad hoc Committee.

The Chair of the Management Services Review Ad hoc Committee was not available to present a report on the progress of the Ad hoc Committee.

The Chair of the Strategic Planning Ad hoc Committee presented a report on the progress of the Ad hoc Committee.

The Health Care Center Advisory Board advised that the Board did not meet last month.

NEW BUSINESS

General

Rescind GRF Board of Directors' Action of August 28, 2018 re: Main Gate Delineators

At the regularly scheduled August 8, 2018 meeting of the Security Bus and Traffic Committee, the Committee reviewed a proposal for gate delineators to replace existing traffic cones and unanimously moved to forward a request to the Finance Committee for available Capital funding, in the amount of \$5,5000, and, upon securing funding, forward a request to the GRF Board.

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The current main gate delineators consist of several types of construction type cones, free standing post and delineators. These are subject to being blown over, and appear, unless new, dirty and inconsistent with the general appearance of the front entrance. The Committee recommended replacing with yellow Poly Guide Post Delineators, with reflective materials.

At its regularly scheduled meeting of the Security, Bus and Traffic, on March 13, 2019, it was the consensus of the Committee to recommend the GRF Board rescind the action of August 28, 2018, for installation of main gate delineators due to the fact that this equipment is no longer needed due to the proposed new access system.

Ms. Stone MOVED, seconded by Ms. Snowden and carried unanimously by the Board members present-

TO rescind the GRF Board of August 28, 2018, approving installation of Main Gate delineators due to the fact that this equipment is no longer needed due to the proposed new access system.

Supplemental Request to the City of Seal Beach re: Exemption for Golf Carts

The Board of Directors received numerous communications from residents sharing their concerns regarding traffic and pedestrian safety inside the community. Concerns included all types of violations, from red light violations to non-compliance with posted stop signs and excessive speed. After careful deliberation, a proposal was made by the GRF Board to review the possibility of having Seal Beach Police Department enforce traffic laws within the community. Before this could possibly occur, the streets within Leisure World would have to be certified to meet the same standard as any public street outside the community. This would entail having a Certified Traffic Engineer certify that LWSB streets meet the standards of the California Manual on Uniformed Traffic Control Devices (CAMUTCD). On February 14, 2019, the Certificate of Compliance was received (approximate cost - \$200,0000).

The Seal Beach Police Department have stated that if they were to enforce traffic laws inside the community, they would be required to enforce all traffic laws, including those laws regarding golf carts. Over 450 golf carts are registered at Leisure World; these golf cart users have expressed concern over the possibility of Seal Beach PD enforcing traffic laws inside the community since this would mean that certain golf carts would have to be registered and licensed by the DMV, have proper insurance, and the operator of the golf cart would need a driver license (this does not apply to two seater golf carts that are under 1300 pounds and go 15 miles or less). Many of the golf carts used in Leisure World hold more than two people and weigh more than 1300 pounds.

Some California Vehicle Code sections may exempt Seal Beach Police from enforcing golf cart laws inside of the community. If the City Council makes a determination that city police resources be sent into Leisure World for traffic enforcement, we believe that we meet or exceed all required laws and regulations regarding golf carts.

Mr. Gould MOVED, seconded by Mrs. Perrotti -

TO pass a resolution designating trust streets for combined use for golf carts and vehicles and request Trust streets be posted, pursuant to CVC 21115(a).

Eight Directors and the Executive Director spoke on the motion.

Mr. Gould withdrew his motion. Mrs. Perrotti withdrew her second.

Ms. Snowden MOVED, seconded by Ms. Gerber and carried unanimously by the Board members present-

TO refer this item back to the Security, Bus and Traffic Committee, including the determination of vehicles within the community that would not qualify as "carts".

Approve March GRF Board Report

The monthly GRF Board report shall contain the GRF BOD meeting recap, GRF Committee and Ad hoc Committee monthly summaries of action and the Financial Recap page, as established by the Executive Committee on February 9, 2019.

Mr. Stone MOVED, seconded by Mr. Friedman and carried unanimously by the Board members present-

TO approve the March GRF Board Report, as presented.

Ratification of Emergency Action, by the Executive Director, re: Water Heater Replacement, Clubhouse Four

On March 1, 2019, the 250-gallon hot water heater located in front of Clubhouse Four (asset ID 332) incurred a substantial failure, requiring emergency actions to replace the water heater to maintain operations of Clubhouse Four, in accordance with Orange County Health Department regulations.

The emergency service expenses, including replacement of water heater and associate's materials and fittings was \$6,284 (see attachments in the agenda packet).

Ms. Winkler MOVED, seconded by Mr. Dodero and carried unanimously by the Board members present -

TO ratify the emergency actions and related Reserves expenditures,

taken by the Executive Director, to replace the Clubhouse Four water heater, Reserve Asset ID 332.

Executive Committee

Non-budgeted Operating Funds Request – Employee Recognition Plaque

At its regularly scheduled meeting on February 8, 2019, the Executive Committee (EC) duly moved and approved to recommend to the GRF Board of Directors approval of non-budgeted operational expense, in an amount not to exceed \$3,000, for the purchase of a wall plaque for an Employee Recognition Wall Display, pending final design approval by the ADRC, after review by the Finance Committee for funding.

At its regularly scheduled meeting on February 18, 2019, the Finance Committee indicated that there are sufficient non-budgeted Operating funds available for this expense.

At its regularly scheduled meeting on February 27, 2019, the Architectural Design and Review Committee approved the plaque selection to be placed in the Administration building, first floor.

Mr. Dodero MOVED, seconded by Ms. Fekjar and carried unanimously by the Board Directors present-

TO approve non-budgeted Operating funding, cost center 20, Human Resources, not to exceed \$3,000, to purchase the materials for creating an Employee Recognition Display.

Finance Committee

Accept February Financial Statements

At the regularly scheduled meeting of the Finance Committee on March 18, 2019, the Committee duly moved to recommend to the Golden Rain Foundation Board of Directors acceptance of the February 2019 financial statements for audit.

Mr. Friedman MOVED, seconded by Ms. Rapp and carried unanimously by the Board members present-

TO accept the February 2019 financial statements for audit.

Approve Funds Transfer Request – Reserve Funds

At the regularly scheduled meeting of the Finance Committee on March 18, 2019, the members discussed the liquid funds held in various financial institutions and noted a maturing CDAR that, at the time of maturity, will cause the total balances at that financial institution to exceed the FDIC insurance limit and therefore would not be in compliance with Policy 5520-31 – Reserves.

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The Committee passed a motion to recommend the GRF Board authorize the transfer of \$800,000 of reserve funds, from First Foundation Bank to US Bank, following the maturity of a \$800,000 CDAR on April 4, 2019, for the purposes of maximizing insured funds and to invest in higher yielding CDs with US Bancorp.

Ms. Hopewell MOVED, seconded by Mr. Friedman and carried unanimously by the Board members present-

TO approve a transfer of \$800,000 of reserve funds, from First Foundation Bank to US Bank, following the maturity of a \$800,000 CDAR on April 4, 2019, for the purposes of maximizing insured funds and to invest in higher yielding CDs with US Bancorp.

Acceptance of the 2018 Audited Finance Statements and Excess Income

At the regular scheduled meeting of the Finance Committee, the members reviewed the 2018 draft audited financial statements of the Golden Rain Foundation and the excess income reported herein. See Exhibit A in the agenda packet. The Committee passed a motion to recommend the Board accept the 2018 audited financial statements and, pursuant to Policy 5528-31 – Refund of Excess Income, to distribute the entire amount of the excess income of \$41,026 to the Mutuals.

Ms. Rapp MOVED, seconded by Ms Hopewell-

TO accept the final draft 2018 Golden Rain Foundation Financial Statements as of December 31, 2018, for the year then ended, and the proposed Independent Auditors' Report, as submitted by CliftonLarsonAllen LLP, hereby accepting the above mentioned Financial Statements and reports therein (Exhibit A in the agenda packet), reflecting excess income of \$41,026 to be distributed in its entirety to the Mutual Corporations, pursuant to Policy 5528-31, Refund of Excess Income, and to authorize the President to sign the management representation letter (Exhibit B in the agenda packet).

The motion was carried with one no vote (R. Stone).

Approve Investment Advisor

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During the month of March, members of the Finance Committee met with The Shadden Group, Graystone Consulting, a business of Morgan Stanley, to discuss providing investment advisory services to the Golden Rain Foundation with respect to Reserve and Capital funds. The Managing Director of Wealth Management and two Vice Presidents also spoke at two previous Finance Committee meetings to discuss investment alternatives.

At the regularly scheduled meeting of the Finance Committee on March 18, 2019, the Committee passed a motion to recommend the GRF Board of Directors authorize the Finance Department to open an account in the name of the Golden Rain Foundation with the Shadden Group/Morgan Stanley to invest reserve funds from CDARs held at First Foundation Bank, as they mature.

Ms. Winkler MOVED, seconded by Ms. Rapp-

TO authorize the Finance Department to open an account in the name of the Golden Rain Foundation with Morgan Stanley, as represented by the Shadden Group, to invest reserve funds from CDARs held at First Foundation Bank, as they mature.

Six Directors and a representative from the Shadden Group spoke on the motion.

The motion was carried with one no vote (R. Stone).

Mutual Administration Committee

Amend 5-2115-4, Copy and Supply Center Fees

At its meeting on March 11, 2019, the Mutual Administration Committee requested Form 5-2115-4 be amended to include passport photos fees, at a cost of \$10, for two passport photos (no changes are needed to Policy 2115-44, Copy and Supply Center Business Services).

Ms. Snowden MOVED, seconded by Ms. Heinrich and carried unanimously by the Board members present-

TO amend Form 5-2115-4 to include passport photos fees, at a cost of \$10, for two passport photos.

FINAL VOTE: Amend Policy 1201-33, GRF Identification Cards

At its meeting on October 8, 2018, the Mutual Administration Committee recommended the Golden Rain Foundation (GRF) Board of Directors (BOD) amend Policy 1201-33, Photo Identification Cards.

At its meeting of October 23, 2018, the Board of Directors voted to tentatively amend this policy, pending a 30-day notice period to Foundation members. The policy draft was published in the

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November 2nd edition on the *Golden Rain News*. Members were welcomed to submit their comments or questions to the Board Office on this matter. Printed copies were also available to shareholders/members in the News Office, the Library and the Reception desk, second floor of the Administration building. This process is recommended in accordance of the Davis-Stirling Act, Civil Code **§4360**.

No correspondence was received, regarding amendment of Policy 1201-33, Photo Identification Cards, during the 30-day notification to the membership period.

At its meeting of December 18, 2018, the Board of Directors voted to refer the Policy back to the Mutual Administration Committee, for further review.

At its meeting on January 14, 2019, the Mutual Administration Committee recommended the Golden Rain Foundation (GRF) Board of Directors (BOD) further amend Policy 1201-33, Photo Identification Cards.

At its meeting of January 29, 2018, the Board of Directors voted to tentatively amend this policy, pending a 30-day notice period to Foundation members. The policy draft was published in the February 7, 2019 edition on the *Leisure World Weekly*. As in November 2018, members were welcomed to submit their comments or questions to the Board Office on this matter.

One item of correspondence was received, regarding amendment of Policy 1201-33, Photo Identification Cards, during the 30-day notification to the membership period.

Ms. Hopewell MOVED, seconded by Mr. Moore-

TO amend Policy 1201-33, Photo Identification Cards, changing the title of the policy to “GRF Identification Cards”, increasing the fee for second and subsequent losses of ID cards to \$50, removing the reference to Policy 1801-33, amending the term “renter” to “renter/tenant”, and stating that the non-surrender fee “may” be waived, rather than “will” be waived in the case of a deceased member.

Two Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board members present.

Physical Property Committee

Capital Funding Request – Reconfiguration, Building Five

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The Physical Property Department was tasked with providing cost at Building Five for the improvements and enhancements to the Security Office and Copy & Supply Center. The scope of work includes installing a service counter for the issuance of decals, relocating the Director's office into the area formerly used by Counsel on Aging, and the expansion of the Copy & Supply Center where a display area will provide a showroom of standard appliances available to members (exhibit A in agenda packet).

Cost was provided by Custom Glass for window and door installations and Service Maintenance provided an estimate for closing off a door and window, opening up the store front area in the Copy & Supply Center, installation of cabinets for the display area, modifications in the former Council on Aging area to accommodate Security, installation of LED lighting and T-bar ceiling and painting as needed. Cost for work stations in the proposed Security and Decal Center are proposed by Talimar. Costs are as follows: Service Maintenance - \$4,800, Custom Glass - \$4,925, Talimar - \$5,998, contingency – \$1,500 for a total cost of \$17,223.

The Physical Property Committee, at its regularly scheduled meeting on March 6, 2019, reviewed the scope of work and contractors' costs and unanimously recommended the Board award contracts to Custom Glass for window and door installations, Talimar for work stations and the Service Maintenance Department to prep and finish the project, as described above.

At its regular meeting on March 18, 2019, the Finance Committee reviewed available Capital funding for these projects and resolved funding is available.

Ms. Rapp MOVED, seconded by Mr. Dodero-

TO move to award a contract to Custom Glass, for the installation of doors and windows as proposed on estimate #11718, at a cost of \$4,925, and authorize the Service Maintenance Department, to prep and finish the project, as proposed on two estimates dated 2-4-19, for a cost of \$4,800, (materials) and Talimar for work stations, as proposed on estimate dated 3-1-2019, for cost of \$5,998, adding a contingency of \$1,500, for a total cost not to exceed \$17,223, and authorize the President to sign any contracts and the Physical Property Chair authorize any contingency funds.

Three Directors and the Executive Director spoke on the motion.

The motion was carried one no vote (R. Stone).

Capital Funding Request – Improvements, Clubhouse Four

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The Physical Property Department was tasked with providing cost at Clubhouse Four for the removal and replacement of lockers in the hallway, installation of two display cases, and the replacement of two hallway side doors. Custom Glass provided a total cost of \$3,450 to replace both side doors. The Service Maintenance Department provided an estimate of \$15,900 to replace the lockers and install two display cabinets.

The Physical Property Committee, at its regular scheduled meeting on March 6, 2019, reviewed the scope of work, cost, adding a contingency of \$1,500, and unanimously recommended the Board award a contract to Custom Glass and approve Service Maintenance for these repairs/replacements, after review by the Finance Committee, for a total cost not to exceed \$20,850.

At its regular meeting on March 18, 2019, the Finance Committee reviewed available Capital funding for this project, and resolved funding is available.

Mrs. Perrotti MOVED, seconded by Ms. Heinrich -

TO award a contract to Custom Glass, for the replacement of two side doors in the Clubhouse Four hallway, at a cost of \$3,450, and approve the purchase and installation of lockers and display cabinets, through the Service Maintenance Department, for a cost of \$15,900, adding a contingency of \$1,500, for a total cost not to exceed \$20,850, Capital funding, and authorize the President to sign the contract and the Physical Property Chair authorize any contingency funds.

Two Directors and the Executive Director spoke on the motion.

The motion was carried with one no vote (R. Stone).

Reserve Funding Request – Phase 1 and 2, Slurry Seal and Crack Fill, Trust Streets

Several Trust Property streets are scheduled for Slurry Seal Coat and Crack Fill; an RFP was sent to MJ Jurado to request cost and break down (see attached exhibit A) on the below list of streets under Phase One and Two. At the regularly scheduled meeting of the Physical Property Committee (PPC), on March 6, 2019, the Committee unanimously moved to request the GRF Board award a contract to MJ Jurado to complete Phase One and Two, for a total cost not to exceed \$300,000, pending review by the Finance Committee, and requests variance to Policy 5506-31, Request for Proposal:

2.3.1 Proposals in Excess of \$100,000

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Except as otherwise provided in this policy, all proposals to award contracts in excess of \$100,000 shall call for sealed proposals unless authorized by committee and/or board.

All proposals for contracts where the estimated expenditure for construction work is in excess of \$100,000 shall include the cost for performance and completion bonds.

Note: Due to the addition of concrete on Weeburn, no slurry will be needed, and funding can be used as contingency funds.

At its regular meeting on March 18, 2019, the Finance Committee reviewed available funding for this Reserve project, and unanimously resolved funding is available.

Ms. Gerber MOVED, seconded by Mr. Dodero -

TO award a contract to MJ Jurado, to slurry seal and crack fill Phase One and Two of Trust Streets, and requests variance to Policy 5506-31, Request for Proposal, section 2.3, Proposals in Excess of \$100,000, for a cost not to exceed \$300,000, Reserve Funds, and authorize the President to sign the contract, and the Physical Property Chair authorize any contingency funds.

Four Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Directors present.

Capital/Operating Funding Request - Automatic Door, News Building

The Physical Property Department was tasked with providing cost at Clubhouse Four for the removal and replacement of lockers in the hallway, installation of two display cases, and the replacement of two hallway side doors. Custom Glass provided a total cost of \$3,450 to replace both side doors. The Service Maintenance Department provided an estimate of \$15,900 to replace the lockers and install two display cabinets.

The Physical Property Committee, at its regular scheduled meeting on March 6, 2019, reviewed the scope of work, cost, adding a contingency of \$1,500, and unanimously recommended the Board award a contract to Custom Glass and approve Service Maintenance for these repairs/replacements, after review by the Finance Committee, for a total cost not to exceed \$20,850.

At its regular meeting on March 18, 2019, the Finance Committee reviewed available Capital funding for this project, and resolved funding is available.

Mr. Gould MOVED, seconded by Ms. Fekjar-

TO award a contract to Axxess Doors, for the installation of an automatic door opener at the News Office, for a cost not to exceed \$3,626, including \$500 contingencies, Capital/Operating funding, and authorize the President sign the contract.

Three Directors, the Executive Director and the Facilities Directors spoke on the motion.

The motion was carried unanimously by the Directors present.

Reserve Funding Request – Replacement of Asphalt/Concrete, Trust Property

Due to above seasonal normal rainfall, asphalt failures have been noticed at the parking lots in front of Building Five, Clubhouse One and Fresh Meadows Lane requiring repair. The Physical Property Department was tasked with providing cost for the repair/replacement of the existing asphalt and concrete at these locations; furthermore, Mutual One is in the process of approving replacement of Mutual property sidewalks which are shared with Trust Property also in need of replacement (pending Mutual Approval).

Costs were obtained from MJ Jurado (attached in agenda packet) for both asphalt and concrete replacement and are as follows: Building Five, 2” grind and overlay - \$9,407, Clubhouse One, 2” grind and overlay - \$14,965, Fresh Meadow Lane, R/R with concrete - \$21,914, Trust Property adjacent to Mutual One (pending Mutual approval) - \$19,230.

The Physical Property Committee, at its regular scheduled meeting on March 6, 2019, reviewed the scope of work, contractors’ cost, adding a contingency of \$4,000, and unanimously recommended the Board award a contract to MJ Jurado for the repairs after review by the Finance Committee and requests variance to Policy 5506-31, Request for Proposal:

2.2 Proposals from \$25,000 to \$100,000

Proposals to award contracts where the estimated expenditure is greater than \$25,000 and less than \$100,000 shall call for written competitive proposals, either sealed or open.

At its regular meeting on March 18, 2019, the Finance Committee reviewed available Reserve funding for this project, and resolved funding is available.

Ms. Gerber MOVED, seconded by Ms. Hopewell-

TO award a contract to MJ Jurado, for the repair and replacement of the existing asphalt at the Building Five and Clubhouse One locations, Fresh Meadow Lane area, and replace portions of Trust property in

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conjunction with the Mutual One project, pending Mutual approval, and request variance to Policy 5506-31, Request for Proposal, section 2.2, Proposals from \$25,000 to \$100,000, for a cost not to exceed \$ 69,516, including \$4,000 contingencies, and authorize the President to sign the contract and the Physical Property Chair authorize any contingency funds.

Six Directors, the Executive Director and the Facilities Director spoke on the motion.

The motion was carried unanimously by the Directors present.

Operating Funding Request – Approve Elevator Maintenance Contract

The Preventive Maintenance Elevator Service Contracts at Building 5, Clubhouse 6 and the Administration Buildings will soon expire. The Physical Property Department sent out a RFP for this service to three vendors; two bids were received (no bid was received from Performance Elevator Contractors), for a five-year contract, and are as follows:

	Per Month, for 3 elevators	Annually, for 3 elevators
ThyssenKrupp Elevator	\$ 690	\$8,280
Amthech Elevator Service	\$ 765	\$9,180

The current cost for this service, with ThyssenKrupp Elevator, is \$857 per month and is included in the 2019 budgets separately under cost centers 29, 55 and 56.

At the regular scheduled meeting of the Physical Property Committee (PPC), on March 6, 2019, the Committee unanimously moved to request the GRF Board award a contract to ThyssenKrupp Elevator.

Mr. Pratt MOVED, seconded by Mr. Stone and -

TO award a contract to ThyssenKrupp elevator to service and maintain elevators at Building Five, Clubhouse Six and the Administration Building, for a five-year period, at an annual cost of \$8,280, and authorize the President to sign the contract.

Four Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Directors present.

Recreation Committee

Reserve Funding Request – Window Blinds Replacement, Clubhouse Three

The Recreation Committee, at its meeting on March 4, 2019, approved the replacement of all the blinds in all the rooms in Clubhouse Three (with the exception of the sliding glass doors), using the same style of roller blinds used in the Clubhouse Three sewing room and other Clubhouses within the community, approved by the ADRC. The existing blinds used in Clubhouse Three need constant repairs by staff to replace the slats and the head rails are starting to require repairs also.

Coast Factory Blinds has provided a quote to complete the replacement of all the remaining window blinds in Clubhouse Three, in an amount not to exceed \$8,296.23.

At its March 18, 2019 meeting, the Finance Committee approved funding for the purchase and installation of new blinds, for Clubhouse Three, in an amount not to exceed \$8,296.23, Reserve funding.

Mr. Moore MOVED, seconded by Ms. Hopewell-

TO approve the purchase and installation of new blinds, from Coast Factory Blinds, in all the rooms in Clubhouse Three, in an amount not to exceed \$8,296.23, Reserve funding, and to authorize the President to sign any applicable contracts.

Two Directors spoke on the motion.

The motion was carried unanimously by the Directors present.

Operating Funding Request – Approve Janitorial Contract

The janitorial contract is expiring on April 30, 2019. The Recreation Department sent out the attached request for proposal (RFP) to eight contractors, and held a bidder's conference on February 8, 2019, with four bidders in attendance. At its March 4, 2019 meeting, the Recreation Committee reviewed the bids from four contractors (presented in the agenda packet).

Following a discussion on the incumbent contractor's performance, the Committee unanimously agreed to recommend the Board award a contract to Innovative Cleaning Services, for a three-year term, in the amount of \$4,586,544.00, Operating funding.

Mrs. Perrotti MOVED, seconded by Mr. Moore-

TO award a contract to Innovative Cleaning Services to provide

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community cleaning Services, for a cost not to exceed \$4,586,544.00, for a three-year period, Operating funding, and to authorize the President sign the contract.

Four Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Directors present.

Operating Funding Request – Contract for eBook Content

At its regularly scheduled meeting on March 4, 2019, the Recreation Committee (RC) reviewed the addition of eBook content to the library catalogue. Staff recommended OverDrive, a content distribution service, to provide eBook content to the library catalogue, at a cost not to exceed \$6,000, which had been budgeted for the project in 2019, Operating funding.

Ms. Heinrichs MOVED, seconded by Mr. Friedman-

TO recommend the GRF Board approve a contract with OverDrive, to add eBook content to the Library catalogue, at a cost not to exceed \$6,000, Operating funding budgeted in 2019, and authorize the GRF President to sign all applicable contracts.

Nine Directors and the Executive Director spoke on the motion.

The motion failed to carry unanimously.

CONTROLLER'S REPORT

The Finance Director provided a financial report earlier in the meeting.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director provided a written report for the Board.

BOARD MEMBER COMMENTS

Fourteen Board members spoke on the meeting proceedings.

ADJOURNMENT

The meeting was adjourned was at 12:33 p.m.

Suzanne Fekjar
GRF Corporate Secretary
dfb

DRAFT