REVISED 01.02.20
11.b. iii.-vi.

# SECURITY, BUS & TRAFFIC COMMITTEE

## Agenda

Administration Conference Room
Wednesday, January 8, 2020
1:00 p.m.

1. **Call to Order/Pledge of Allegiance**
2. **Roll Call/Notice of Quorum**
3. **Chairs Announcements**
   a. Introduction of Guests and Staff
      Linda Stone, GRF President
      Randy Ankeny, Executive Director
      Victor Rocha, Security Services Director
      Grant Winford, Fleet Manager
      Corina Mancilla, Recording Secretary
   b. Rules of Order
   c. Chairs Report
4. **Shareholder/Member Comments** *(Limited to 3 minutes per person)*
5. **Approval of Minutes**
   a. Minutes of Regular Meeting, December 11, 2019 (pp. 1-4)
6. **Correspondence**
   a. One Item – 2020 Guest Passes (p. 5)
7. **Staff Reports**
   a. Security Services Director (pp. 6-16)
   b. Fleet Manager (pp. 17-19)
   c. Executive Director
8. **Subcommittee Reports (N/A)**
9. **Unfinished Business**
   a. Gate Access System – Update
      i. Entry Pass
   b. SBPD – Update on tickets
   c. Contracted/Off-site bus service
   d. Contracted/On-site bus service

**10. New Business (N/A)**

**11. Governing Documents**

a. Adopt
b. Amend
    i. 80-5538-1, Bus Safety Rules (pp. 20-21)
    ii. 50-5536.01-1, Guest Passes (pp. 22-25)
    iii. 80-1920-1, Traffic Rules and Regulations (pp. 26-39)
    iv. 80-1925-1, Traffic Rules and Regulations – Enforcement on Trust Property (pp. 40-42)
    v. 80-1927-1, Parking Rules for Trust Property (pp. 43-59)
    vi. 80-1928, 1, Golf Cart and Low Speed Vehicle Rules (pp. 60-61)
c. Rescind
d. Review

**12. Future agenda items**

**13. President's Comments**

**14. Next Meeting**

Wednesday, February 12, 2020 – 1:00 p.m.
Administration Conference Room

**15. Adjournment**

# SECURITY, BUS AND TRAFFIC COMMITTEE MINUTES
## December 11, 2019

The meeting of the Security, Bus and Traffic Committee was held on Wednesday, December 11, 2019 and was called to order at 1:00 p.m. by Chair Pratt, in the Administration Conference Room, followed by the Pledge of Allegiance.

| | | |
|---|---|---|
| Present: | Mr. P. Pratt, Chair | Ms. J. Isom |
| | Ms. M. Gerber, Vice-Chair | Mr. N. Massetti |
| | Mr. T. Dodero | Mr. W. Thompson |
| | Ms. L. Findlay | |

Staff and Guests: Mr. R. Ankeny, Executive Director
Mr. L. Norlander, Interim Security Manager
Mr. G. Winford, Fleet Manager
Mrs. C. Mancilla, Recording Secretary
Mrs. L. Perrotti, GRF Representative, Mutual One
Ms. P. Snowden, GRF Representative, Mutual Two
Ms. S. Hopewell, GRF Representative, Mutual Six
Mr. B. Lukoff, GRF Representative, Mutual Fourteen
Eleven Shareholders/Members

Chair Pratt greeted and welcomed everyone to the Security, Bus and Traffic Committee meeting and introduced Foundation members, guests and staff.

By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with.

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 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/shareholder comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members/Shareholders. The minutes of today's Committee Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes in January 2020.

DRAFT

## CHAIR'S ANNOUNCEMENTS

Chair Pratt welcomed the Committee members, guests and staff, including Executive Director, Randy Ankeny; Interim Security Manager, Larry Norlander; Fleet Manager, Grant Winford and Recording Secretary, Corina Mancilla.

## SHAREHOLDER COMMENTS

Six Shareholders/Members spoke at the time of the meeting.

## APPROVAL OF MINUTES

The minutes of the November 13, 2019, regular meeting, were approved, as presented.

## CORRESPONDENCE

The Committee reviewed one piece of correspondence as presented.

## STAFF REPORTS

Security Services Director

The Interim Security Manager provided the October Security Report.

Fleet Manager

The Fleet Manager provided the October Transportation and Mini-Bus Report.

Executive Director

The Executive Director provided information and updates throughout the meeting.

## SUBCOMMITTEE REPORTS (N/A)

## UNFINISHED BUSINESS

Gate Access System – Update

The Interim Security Manager provided updated information on the gate access system.

i. Entry Pass

It was consensus of the Committee to have the Communications and Information Technology Director meet with Security, Bus and Traffic Committee member (Ms. Isom), to update the entry pass.

DRAFT

SBPD - Update

The Interim Security Manager provided updated information on the Seal Beach Police Department.

Parking Tickets

The Interim Security Manager provided updated information on the parking tickets.

Animal Control

The Executive Director and the Interim Security Manager provided information on animal control.

## NEW BUSINESS

Bus Markings – Medical Center

The Committee discussed this agenda item; no action was taken.

Review of Security Services to the Mutuals, as identified by the Mutual Services Review Ad Hoc Committee

The Committee discussed this agenda item; no action was taken.

## GOVERNING DOCUMENTS

80-5538-1, Bus Safety Rules

After a brief discussion, Ms. Isom MOTIONED, seconded by Ms. Gerber and carried unanimously by the Committee members–

> **TO** recommend the GRF BOD approve 80-5538-1, Bus Safety Rules, as amended.

50-5536.01-1, Guest Passes

It was the consensus of the Committee to take no action and bring back to the next scheduled meeting.

## PRESIDENT'S COMMENTS

The President was not available at the meeting to make comments.

## FUTURE AGENDA ITEMS (N/A)

DRAFT

**ADJOURNMENT**

Chair Pratt adjourned the meeting at 3:38 p.m.

_____
Paul Pratt, Chair
SECURITY, BUS AND TRAFFIC

cm 12.11.19

DRAFT

Kay Hudnall

1291 Kenwood Road, 162A

Seal Beach, CA 90740

RECEIVED
DEC 17 2019
By

December 16, 2019

GRF Board of Directors
POB 2069
Seal Beach, CA 90740

Cc: Victor Rocha, GRF Security Services Director

Re: 2020 Guest Passes

This letter is to appeal the four guest pass limit issued to each unit for 2020.

No reason I am aware of has been stated for this change. Maybe it is because some residents have abused or miss used passes. If that is the case, I do not think the majority of residents should suffer the consequences.

Certainly, there will be a heavier burden on security at the main gate with added delays and congestion due to the need for more people, whose names will now have to be called in, entering through the main gate.

Personally, I am one of the residents who purchases additional passes all to accommodate those on my emergency contact list, family, and close friends who visit frequently.

Please reconsider this "policy".

K Hudnall

Kay Hudnall
1291 Kenwood Road
M-7, 162A

**December 26, 2019**

**Security Department Staff Report to the**
**Security, Bus, and Traffic Committee for January, 2020**

***Report Completed by:*** **Victor Rocha, Security Services Director**
**********

***Visitor Vehicle Access Control***

The equipment has been installed. Daniel from I/T is working with the vendor to ensure download of information to the new system runs smoothly. There has been a delay on how to retrieve our information and place it all on the new system. The delay appears to be coming from our Core Logic vendor that must supply required information so the access vendor can retrieve the required information for the system to operate. Core Logic now stated to GRF and our vendor it will be mid-January before these issues and concerns can be fully addressed.

***Parking Enforcement***

I have been working with the vendor on how we want our parking citations to look. The vendor sent over samples and additional information that is required to complete the look of the citation. Larry Norlander and I will be reviewing this information and will be sending a final draft during the week of December 30, 2019.

***Security Department Statistics***

As requested, the department statistics now include information regarding all activity inside the community:

**FIRE**

| | | |
|---|---|---|
| 11-9-19 | Mutual 5 | 6:40 a.m. |

O.C.F.A. responded to a report of smoke which turned out to be steam rising from a waste bin full of leaves and branches.

| | | |
|---|---|---|
| 11-13-19 | Mutual 5 | 7:07 a.m. |

O.C.F.A. responded to another report of smoke which again turned out to be steam rising from a waste bin full of leaves and branches. However, a gas can was removed from the bin.

**THEFT**

11-5-19 Mutual 1 11:46 a.m.

An aluminum folding chair was reported missing from a patio.

11-6-19 Mutual 3 4:06 p.m.

A wedding photo album in a green bag was reported missing from a patio.

11-12-19 Mutual 6 1:36 p.m.

Two new golf cart tires and two plastic bags full of recyclables were taken from a carport space.

11-15-19 Mutual 9 12:20 p.m.

Two bicycles chained together were stolen from a carport space when the chain was cut.

11-18-19 Mutual 11 10:28 a.m.

Three storage boxes containing Nativity figurines were missing from carport storage lockers.

11-20-19 Mutual 14 9:03 a.m.

Five sets of amethyst jewelry were reported missing from a unit.

11-23-19 Mutual 15 9:10 a.m.

A Resident left her walker in a laundry room; and when she returned it was gone.

11-23-19 Mutual 17 12:05 p.m.

A front wheel, a seat, and a basket were stolen off bicycles secured in a bicycle rack in the underground garage.

11-30-19 Mutual 5 2:46 p.m.

Pearl and diamond rings and a gold watch were reported missing from a unit.

**VANDALISM**

11-4-19 Mutual 17 3:15 p.m.

Two bb shot holes were discovered in a window on a patio facing Seal Beach Boulevard.

**TRAFFIC**

11-1-19 St. Andrews & Golden Rain 3:20 p.m.

Two vehicles westbound on Golden Rain collided when one turned left and the other went straight.

11-20-19 St. Andrews & Golden Rain 9:57 a.m.

A Driver made too wide of a right turn and hit a Patrol Car that had just made a left turn onto St. Andrews Drive and was in the left lane.

11-21-19 Del Monte Drive 8:15 p.m.

A Driver on a cell phone that had just entered the Main Gate struck two parked cars.

11-22-19 Mutual 8 11:50 a.m.

A Driver attempting a U-turn on Oakmont Road struck another car.

11-26-19 Main Gate 9:13 a.m.

A Driver bumped into the rear of another car in the Visitor Lane. No damage was done.

11-30-19 Mutual 10 10:05 a.m.

A bus knocked the driver's side mirror off a parked car in a carport parking area.

**INJURIES**

11-1-19 Clubhouse 2 9:35 a.m.

A Resident caught her foot and tripped on a drainpipe extending through the sloped curb at the northeast sidewalk.

11-3-19 Amphitheater 4:05 p.m.

A Resident missed a step while exiting a tour bus and fell to the ground.

11-4-19 Mutual 1 9:42 a.m.

A Resident on a scooter going up the curb fell to the ground when his scooter fell backwards.

11-9-19 Burning Tree Lane & Golden Rain Road 6:15 p.m.

A Resident stumbled at the edge of the grass and fell onto the golf course.

11-12-19 Mutual 12 9:54 a.m.

A Resident fell from the sidewalk into the street when he lost his balance and ran his walker into a sign.

11-12-19 Clubhouse 2 11:36 a.m.

A Resident fell while playing bocce ball at Mission Park behind Clubhouse 2.

11-19-19 Mutual 1 9:49 a.m.

A Resident fell off his scooter on St. Andrews Drive when he attempted to pass a pedestrian on the sidewalk and got too close to the curb.

11-19-19 Mutual 2 3:51 p.m.

A Resident fell on a sidewalk between buildings during an early morning walk Saturday.

11-19-19 Mutual 3 10:12 p.m.

A Resident fell in the street curbside between cars at the parking area by buildings 25 and 27.

11-20-19 Administration
4:00 p.m.

A Resident fell on the steps in front of the building.

11-20-19 Health Care Center 4:38 p.m.

A Resident with a cane fell at the bottom of the ramp to the left of the Pharmacy; and, was assisted up by Paramedics.

11-22-19 Mutual 3 11:53 a.m.

A Resident reported she tripped over an uneven sidewalk. The sidewalk was repaired.

11-24-19 Clubhouse 3 6:00 p.m.

A Resident missed his step while attempting to climb the curb with his walker.

11-29-19 Clubhouse 6 4:07 p.m.

A Resident fell in the upstairs Men's Restroom.

11-29-19 Mutual 8 6:15 p.m.

A Resident tripped and fell on the sidewalk leading up to his unit.

11-30-19 Mutual 6 4:43 p.m.

A Resident, who fell in her garden and was unable to get up, was assisted up by Paramedics.

**INCIDENTS**

11-1-19 Main Gate 12:10 a.m.

A vehicle failed to stop, then was found parked in a carport without a decal.

11-1-19 Golden Rain & El Dorado 8:30 a.m.

A Resident was observed making a U-turn without stopping in front of cars stopped at the intersection.

11-1-19 Mutual 6 1:00 p.m.

A Resident observed a delivery truck driving the wrong way around a carport.

11-1-19 Mutual 9 5:00 p.m.

Contractors left an old toilet, building materials, boxes and garbage outside a unit being remodeled for two days.

11-2-19 Mutual 6 6:20 p.m.

An Insta-cart left running in a yellow zone for two hours was issued parking citations.

11-3-19 1.8 Acres 12:55 p.m.

A Resident threw away a box of trash when a man took it, threw it on top of the pile, and an object flew out and struck her car.

11-3-19 Mutual 1 6:25 p.m.

A Resident mistakenly thought her Neighbor took a large potted tree that had been between their units when the tree actually belonged to the Neighbor.

11-4-19 Mutual 6 3:52 p.m.

A Resident heard an Amazon delivery truck Driver back into a carport roof.

11-5-19 Mutual 11 3:04 p.m.

A Resident's Daughter pointed out puttied holes near an electric outlet in a bedroom.

11-5-19 Mutual 8 8:00 p.m.

Neighbors requested Security turn off lights and a television belonging to a Resident who was taken to the hospital from a restaurant.

11-6-19 Pool / Golf 1:12 a.m.

Doors were left open and temporary fencing not secured at a muddy construction site.

11-6-19 Mutual 2 11:27 a.m.

A Neighbor was concerned that a Resident's husband was physically abusing her.

11-7-19 Main Gate 3:55 p.m.

A Visitor struck two delineators at the Point, dragging them down the street.

11-8-19 Clubhouse 2 7:40 p.m.

A Resident found a damp towel in the trunk of her parked car, and papers removed from the glove box on the passenger seat.

11-9-19 R.V. Lot 2:12 a.m.

Bars on a drain in the new perimeter wall were bent to gain access into the lot.

11-10-19 R.V. Lot 11:00 a.m.

The gate was found open and would not close.

11-10-19 Mutual 6 3:36 p.m.

S.B.P.D. responded to pick up an abandoned bicycle.

11-10-19 R.V. Lot 5:09 p.m.

The south gate was found open and inoperable. When it could not be repaired, it was secured with a chain and padlock.

11-11-19 1.8 Acres 11:15 a.m.

A Resident, throwing trash into bins and opening the doors on the bins, was advised he was trespassing.

11-15-19 Mutual 9 4:55 p.m.

A Resident complained of after-hours construction noise. The Foreman was advised. Working hours for Contractors are 8:00 a.m. to 4:30 p.m. Workers must be out the gate by 5:00 p.m.

11-16-19 Mutual 5 4:23 p.m.

Security and the S.B.P.D. responded to a unit where a Resident's Son arrived drunk, was yelling, and getting out of control.

11-16-19 Parking Lot 7:15 p.m.

Construction equipment was blocking parking spaces and egress to Mutual Fourteen at Burning Tree Lane and the Golf Course/Clubhouse One Parking Lot.

11-17-19 Mutual 6 12:08 a.m.

A Resident was advised not to pound nails into the wall late at night after her Neighbor complained of the noise.

11-18-19 Mutual 5 11:30 a.m.

A Resident reported that a Neighbor is banging on the walls for about two weeks now.

11-19-19 Mutual 5 9:13 p.m.

The same Resident reported again pounding noise on his kitchen and bathroom walls every day.

11-19-19 Mutual 3 10:56 p.m.

Security contacted the live-in Caregiver Son of a Resident, who had been transported to the hospital earlier, and could not remember her last name or where she lived.

11-20-19 Mutual 9 12:05 a.m.

S.B.P.D. requested Security check on a Resident who had called them four times.

11-20-19 Mutual 1 8:00 p.m.

A Resident reported a Neighbor shouts and insults her through the walls.

11-20-19 Mutual 1 10:45 p.m.

A Resident reported hearing cussing and screaming from a neighboring unit.

11-20-19 Mutual 1 11:51 p.m.

A Resident reported hearing a drilling noise for which the source was not located.

11-21-19 Mutual 2 4:12 a.m.

A Resident complained about a Neighbor's loud television.

11-21-19 Mutual 5 6:13 a.m.

A Resident reported pounding on the wall. His Neighbor, who complained he was playing loud music, was advised to call Security in the future.

11-22-19 Mutual 1 1:45 a.m.

A Resident reported hearing loud screaming outside her unit for which no source was found.

11-23-19 Mutual 1 12:54 a.m.

A Resident reported hearing loud screaming outside her unit. Neighbors did not hear any screaming.

11-23-19 Mutual 3 4:00 p.m.

A Resident reported hearing an intruder in his unit while he was in the shower. He said he will lock the door from now on.

11-24-19 Mutual 1 8:20 p.m.

A Resident reported hearing voices in his unit.

11-27-19 Mutual 5 11:30 a.m.

Two lost grandsons were directed back to their grandmother's unit. The Resident was advised that Visitors must be with the Resident at all times while in the community.

11-28-19 Mutual 5 5:35 p.m.

A Resident requested Security check her Neighbor's unit because she heard noise and her Neighbor is out of the country.

11-29-19 Mutual 11 12:07 a.m.

A Resident reported Neighbors in the attic, drilling, taking photos, and turning off her television and radio.

11-29-19 Mutual 2 9:40 a.m.

A Resident reported an unknown man offered to show him his guns.

11-29-19 Clubhouse 6 2:55 p.m.

A Resident urinated in a chair at the hospitality area.

11-29-19 Mutual 3 5:31 p.m.

A Resident reported two unknown women placing items on her patio.

11-30-19 Mutual 11 5:52 p.m.

A large pick-up truck was extending about five feet out of a carport space.

**DOG INCIDENTS**

11-4-19 Mutual 3 1:10 p.m.

A Neighbor complained of a barking dog. The Owner is training her new pet not to bark when she leaves it alone.

11-13-19 Mutual 15 10:09 a.m.

The owner of a barking dog was advised to find a way to prevent the dog from barking, i.e. barking collar or dog obedience classes.

11-17-19 Mutual 4 1:45 p.m.

Family were unsuccessfully trying to round up a brown Rottweiler running loose. They claim it is a "service dog" for the Resident who is bedridden.

A Resident's dog got out unleashed; and was observed snapping at and biting the Resident and a Caregiver, who was attempting to restrain the dog.

**Budget Variance Report**

With 10 full months complete, the Security Department continues to have a positive budget variance of just over $19,000.

**TO:** SECURITY, BUS & TRAFFIC COMMITTEE

**FROM:** VICTOR ROCHA, SECURITY SERVICES DIRECTOR

**SUBJECT:** MONTHLY SECURITY REPORT

**DATE:** December 18, 2019

# ANNUAL SECURITY COMMITTEE REPORT

| | Jan-19 | Feb-19 | Mar-19 | Apr-19 | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | 2019 YTD |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Deaths Reported | 19 | 11 | 9 | 8 | 9 | 10 | 4 | 7 | 19 | 13 | 9 | 118 |
| Fires | 6 | 2 | 2 | - | 6 | 4 | 2 | 2 | 3 | 1 | - | 28 |
| Theft | 8 | 5 | 17 | 10 | 11 | 4 | 9 | 8 | 9 | 6 | 9 | 96 |
| Vandalism | 2 | 3 | 2 | 3 | - | - | 2 | 4 | 1 | 3 | 1 | 21 |
| Traffic Collisions | 4 | 11 | 7 | 8 | 6 | 6 | 8 | 9 | 7 | 3 | 6 | 75 |
| Lost Shareholder | 3 | 6 | 2 | 3 | - | 7 | 3 | 3 | 3 | 3 | 1 | 34 |
| Incident | 42 | 55 | 53 | 59 | 57 | 46 | 60 | 41 | 45 | 38 | 49 | 545 |
| Injury | 11 | 12 | 16 | 16 | 9 | 14 | 21 | 20 | 13 | 5 | 16 | 153 |
| Paramedics | 142 | 132 | 147 | 159 | 137 | 125 | 155 | 151 | 131 | 141 | 140 | 1,560 |
| Care | 12 | 11 | 14 | 13 | 19 | 10 | 3 | 12 | 12 | 7 | 13 | 126 |
| Shareholder Services | 1,883 | 1,725 | 1,911 | 1,866 | 1,922 | 1,896 | 1,971 | 1,948 | 1,759 | 1,715 | 1,636 | 20,232 |
| Decals Issued | 405 | 301 | 396 | 411 | 497 | 416 | 438 | 489 | 452 | 485 | 383 | 4,733 |
| Lock-Outs | 97 | 83 | 80 | 93 | 74 | 78 | 79 | 81 | 75 | 93 | 90 | 823 |
| Seal Beach Police Department | 83 | 87 | 84 | 80 | 72 | 63 | 90 | 86 | 93 | 87 | 94 | 919 |
| Citations: Residents, Parking (C1) | 6 | 10 | 25 | 13 | 9 | 17 | 30 | 40 | 27 | 33 | 20 | 230 |
| Citations: Non-Residents, Parking (C3) | 6 | 10 | 20 | 10 | 8 | 17 | 30 | 39 | 27 | 32 | 19 | 218 |
| Citations: GRF Employee, Parking (C5) | - | - | - | - | - | - | - | - | - | - | - | - |
| Citations:  LWHCC, Parking (C7) | - | - | - | - | - | - | - | - | - | - | - | - |
| Citations: Contractors, Parking (C9) | - | 1 | - | - | - | - | - | - | - | - | - | 1 |
| Incoming Calls | 20,245 | 17,555 | 18,702 | 18,621 | 19,026 | 16,785 | 19,612 | 21,134 | 18,947 | 18,653 | 18,203 | 188,830 |
| Incoming Vehicles Screened at Gates | 142,036 | 137,894 | 180,021 | 177,935 | 214,342 | 231,231 | 219,465 | 170,851 | 209,357 | 214,821 | 186,664 | 2,084,617 |

# Budget Variance Report - November, 2019
# Security - CC 837

| GL Code | Account Description | Variance | Explanation |
|---|---|---|---|
| 6100000 | Salaries & Wages | (20,898) | **Unfavorable**: trending in a positive direction. |
| 6143000 | Group Insurance | 16,722 | **Favorable:** due to low participation at present |
| 6410015 | Computer Supplies | 1,945 | **Favorable:**Minimum purchases |
| 6144000 | 401K Match | 5,385 | **Favorable:** due to low participation at present |
| 6217000 | Uniforms and Laundry | (2,304) | **Unfavorable**: still unfavorable, but moving in the right direction. |
| 6482000 | Dues & Memberships | 5,155 | **Favorable:** Limiting expenses in this area |

**Total Explained Variances** **$ 6,005.00** **of $17,007**

# Budget Variance Report - November 2019
# Security Bus & Traffic - CC ## 838

**For Cost Center 838 there is a favorable variance of $61,282 through the month of November 2019 The major variance is due to the following:**

| CC | GL Code | Account Description | Variance | Explanation |
|---|---|---|---|---|
| 838 | 6100000 | Salaries & Wages | 7,310 | Favorable-Hours used less than budgeted due to outside bus routes |
| 838 | 6140000 | Employment Taxes | 3,488 | Favorable-Hours used less than budgeted |
| 838 | 6142000 | Workers Compensation | 2,505 | Favorable- Cost less than budget |
| 838 | 6143000 | Group Insurance-Medical | 3,294 | Favorable- Cost less than budget |
| 838 | 6144000 | 401(k) Match | 2,267 | Favorable- Cost less than budget |
| 838 | 6211000 | Continuing Education | 1,575 | Favorable-Events scheduled at the end of the year |
| 838 | 6247000 | Uniforms & Laundry | 1,391 | Favorable- Cost less than budget |
| 838 | 6472100 | Equipment Repair & Maintenance Bus | 32,754 | Favorable- Repairs to buses less than expected |
| 838 | 6483100 | Propane-Bus | (8,437) | Unfavorable-Greater than expected cost |
| 838 | 6483105 | Gasoline-Transportation | 7,335 | Favorable- Cost less than budget |
| 838 | 6491000 | Miscellaneous Write-offs | (4,303) | Unfavorable-Damage to property |
| 838 | 6911500 | Inventory Over/Short | 5,889 | Favorable-Adjustment to inventory |
| | | Total Explained Variances | 55,068 | of $61,282 |

P.O. Box 2069
Seal Beach CA 90740

| Nov Actuals | Nov Budget | Budget Variance | Acct # | Description | Y-T-D Actual | Y-T-D Budget | Budget Variance | Annual Budget |
|---|---|---|---|---|---|---|---|---|
| | | | | Expenses - Transportation | | | | |
| 36,507 | 34,747 | (1,760) | 6100000 838 | Salaries & Wages - Transportation | 379,545 | 386,855 | 7,310 | 422,761 |
| 2,918 | 2,863 | (55) | 6140000 838 | Employment Taxes - Transportation | 33,041 | 36,529 | 3,488 | 43,491 |
| 237 | 278 | 41 | 6142000 838 | Workers' Compensation - Transportation | 18,805 | 21,310 | 2,505 | 21,591 |
| 1,257 | 1,472 | 215 | 6143000 838 | Group Insurance - Medical - Transportati | 12,898 | 16,192 | 3,294 | 17,664 |
| 50 | 50 | 0 | 6143300 838 | Group Insurance - Dental - Transportatio | 874 | 550 | (324) | 600 |
| 33 | 33 | 0 | 6143500 838 | Group Insurance - Vision - Transportatio | 374 | 363 | (11) | 396 |
| 337 | 567 | 230 | 6144000 838 | 401(k) Match - Transportation | 4,040 | 6,307 | 2,267 | 6,892 |
| 86 | 80 | (6) | 6145000 838 | Group Insurance - Life - Transportation | 941 | 880 | (61) | 960 |
| 68 | 94 | 26 | 6146000 838 | Long Term Disability Insurance - Transpo | 752 | 1,034 | 282 | 1,128 |
| 0 | 100 | 100 | 6211000 838 | Continuing Education - Transportation | 925 | 2,500 | 1,575 | 2,500 |
| 0 | 260 | 260 | 6212000 838 | Employee Exams - Transportation | 1,260 | 2,860 | 1,600 | 3,125 |
| 0 | 10 | 10 | 6214000 838 | Meals & Special Events - Transportation | 0 | 110 | 110 | 120 |
| 0 | 10 | 10 | 6215000 838 | Mileage - Transportation | 0 | 110 | 110 | 120 |
| 278 | 525 | 247 | 6217000 838 | Uniforms & Laundry - Transportation | 4,384 | 5,775 | 1,391 | 6,300 |
| (1) | 542 | 543 | 6410000 838 | Office Supplies - Transportation | 5,969 | 5,962 | (7) | 6,500 |
| 0 | 10 | 10 | 6410005 838 | Building Supplies - Transportation | 328 | 110 | (218) | 120 |
| 31 | 40 | 9 | 6410010 838 | Hospitality - Transportation | 381 | 440 | 59 | 480 |
| 0 | 10 | 10 | 6410015 838 | Computer Supplies - Transportation | 0 | 110 | 110 | 120 |
| 0 | 125 | 125 | 6410022 838 | Tool Expense - Transportation | 665 | 1,375 | 710 | 1,500 |
| 0 | 10 | 10 | 6410030 838 | Printer / Copier Supplies - Transportati | 90 | 110 | 20 | 120 |
| 381 | 584 | 203 | 6472000 838 | Equipment Repair & Maintenance - Transpo | 5,437 | 6,416 | 979 | 7,000 |
| 2,093 | 4,822 | 2,729 | 6472100 838 | Equipment Repair & Maint - Minibus - Tra | 20,279 | 53,033 | 32,754 | 57,855 |
| 1,694 | 263 | (1,431) | 6478000 838 | Service Contracts - Transportation | 2,922 | 2,893 | (29) | 3,150 |
| 0 | 10 | 10 | 6482000 838 | Dues, Memberships & Books - Transportati | 0 | 110 | 110 | 120 |
| 0 | 167 | 167 | 6483000 838 | Propane - Transportation | 0 | 1,837 | 1,837 | 2,000 |
| 3,103 | 1,789 | (1,314) | 6483100 838 | Propane - Minibus - Transportation | 28,116 | 19,679 | (8,437) | 21,468 |
| 0 | 0 | 0 | 6483105 838 | Gasoline - Transportation | 51,665 | 59,000 | 7,335 | 59,000 |
| 0 | 0 | 0 | 6484000 838 | Permits & Licenses - Transportation | 288 | 1,225 | 937 | 1,225 |
| 0 | 0 | 0 | 6491000 838 | Miscellaneous Writeoffs - Transportation | 4,303 | 0 | (4,303) | 0 |
| 0 | 0 | 0 | 6911500 838 | Inventory Over / Short - Transporation | (5,889) | 0 | 5,889 | 0 |
| 49,072 | 49,461 | 389 | | Total Expenses | 572,393 | 633,675 | 61,282 | 688,306 |
| 57,359 | 57,359 | 0 | 5330000 838 | Income / Refund from Mutuals - Transport | 630,949 | 630,949 | 0 | 688,306 |
| 57,359 | 57,359 | 0 | | Total Cost Recovery | 630,949 | 630,949 | 0 | 688,306 |
| | | | | Off Budget Items | | | | |
| 8,287 | 7,898 | 389 | | Net Income / (Expense) | 58,556 | (2,726) | 61,282 | 0 |

# SECURITY, BUS & TRAFFIC COMMITTEE

**TO:** MARK WEAVER, COMMUNITY FACILITY DIRECTOR

**FROM:** GRANT WINFORD, FLEET MANAGER

**SUBJECT**: MINIBUS MONTHLY REPORT NOV 2019

**DATE:** DEC 2, 2019

**CC:** FILE

**NOV. 2019 TOTAL PASSENGERS: 4881**

**2019 CALENDAR YEAR TO DATE: 62275**

**NOV. 2018 TOTAL PASSENGERS: 5638**

## PASSENGER TOTALS FOR WEEKDAY ROUTES FOR THE MONTH

| A-BUS | B-BUS | C-BUS | D-BUS | E-BUS | CALL INS |
|---|---|---|---|---|---|
| 799 | 883 | 813 | 877 | 218 | 46 |

## PASSENGER AVERAGE FOR WEEKDAY ROUTES FOR THE MONTH

| A-BUS | B-BUS | C-BUS | D-BUS | E-BUS | CALL-INS |
|---|---|---|---|---|---|
| 42 | 46 | 43 | 46 | 11 | 2 |

## PASSENGER TOTALS/AVERAGE FOR WEEKEND ROUTES FOR THE MONTH

| D-BUS | E-BUS |
|---|---|
| 405 / 37 | 266 / 24 |

THE ACCESS W/C BUS MADE **422** ONE WAY TRIPS FOR A DAILY AVERAGE OF **21** TRIPS PER DAY. THE ACCESS BUS PICKED UP **574** PASSENGERS IN THE MONTH OF NOVEMBER.

# BUS

## Bus Safety Rules

~~Safety is a major factor in the operation of the minibus service in Leisure World and it is advisable to set forth r~~Rules for the protection of the residents who use the buses.

### 1. MINIBUS RIDING RULES

For their safety, passengers are required to observe the following rules while riding on the minibuses:

**1.1.** Passengers will remain seated until the bus comes to a complete stop.

**1.2.** Riders will not change seats while the bus is in motion.

**1.3.** Non-collapsible h~~H~~and-pulled grocery carts are ~~not~~ allowed on the buses only at driver's discretion~~.~~

**1.4.** No smoking will be permitted on the buses at any time.

**1.5.** Due to space limitations, passengers are only allowed two grocery bags each.

**1.6.** Canes~~, and~~ walkers and assistive devices ~~will~~ must be placed between the passengers' legs and ~~will not be allowed to~~ must not protrude into the aisle.

**1.7.** ~~Unnecessary C~~conversation with the driver not directly related to service is prohibited.

**1.8.** Non-emergency use of cell phones on the buses is prohibited.

**1.9.** Pets, except for registered service animals are forbidden on buses, per GRF 50-1023-1, GRF Pet Ownership Rules.

**1.10.** Pets may be transported on minibuses on GRF-approved pet event days. On approved pet event days, pets must be in a container or cage that has a secure latch. Pets must not be able to extend any body part outside of container or cage. Pet owner will be responsible for carrying the pet container or cage on to and off of the minibus. Drivers will not assist in any way with the loading or unloading of pet containers or cages. Pet owner will be responsible for maintaining the pets' demeanor. Noisy or aggressive pets will not be allowed on to the minibus. Pet owners will be responsible for all cleanup needed.

~~1.8.~~**1.11.** Safety rules will be conspicuously posted in each bus

**BUS**

## Bus Safety Rules

**2. DRIVERS' ~~RESPONSIBILITIES~~ AUTHORITY**

The drivers will ~~be responsible to~~ reasonably en~~as~~sure that:

**2.1.** Safety rules are uniformly enforced~~. to the best of their ability.~~

**2.2.** If a passenger will not comply with a safety request ~~and the driver operator deems the situation serious,~~ the driver ~~may~~ will stop the bus and call the applicable management authority ~~Security and Transportation Manager or the Administrator~~ to potentially resolve the problem.

~~**2.3.** Safety rules will be conspicuously posted in each bus.~~

**Document History**

| Adopted: | 21 Jan 86 | Amended: | 21 May 02 | Amended: | 23 Jul 19 |
|---|---|---|---|---|---|

**Keywords:** Bus, Minibus, Rules

# STOCK TRANSFER

## Guest Passes

## 1. PURPOSE

## 2. GATE PASSES

The Executive Director or Mutual Administration Director is authorized to make annual guest passes, quarterly service passes, and semiannual caregiver passes available.

## 3. ANNUAL GUEST PASSES

The Executive Director or Mutual Administration Director is authorized to make four (4) annual guest passes available per unit per Mutual Board resolution*. The annual guest passes are valid for one year and will be mailed with the yearly payment coupon package in December to addresses within Leisure World. Stockholders/condominium owners with outside addresses may obtain their four annual guest passes throughout the year from the Stock Transfer.

**By December 15th of each year, Mutual Boards will provide to the Executive Director and/or Mutual Administration Direction a resolution on the number of additional Guest passes which may be issued by the Executive Director or Mutual Administration Director. Such number of approved additional guest passes shall not exceed four (4). If no resolution is received from any mutual by December 15, the previous year's resolution will stand.*

The Executive Director or Mutual Administration Director is authorized to issue up to four (4) additional annual guest passes per unit per *Mutual Board resolution, which may be obtained from the Stock Transfer Office if the following conditions are met:

**3.1.** The stockholder/condominium owner must appear *in person* and show valid identification.

**3.2.** A $10.00 fee will be charged for each additional pass, or when a replacement guest pass is requested.

**3.3.** The Mutual and apartment number shall be written on the front of the additional annual guest passes and a record of these annual guest passes will be maintained in the Stock Transfer Office.

# STOCK TRANSFER

## Guest Passes

### 4. GATE PASSES

The Executive Director and Mutual Administration Director are further authorized to issue additional annual guest passes, as needed, for immediate family members of stockholders/condominium owners. The request must be in writing and shall be reviewed on a case-by-case basis.

### 5. QUARTERLY SERVICE PASSES

The Executive Director or Mutual Administration Director is authorized to make quarterly service passes available. The quarterly service passes shall be produced, each in a different color, and shall expire in March, June, September and December of the year in which they are issued.

The Physical Property and Recreation departments shall issue quarterly service passes to contractors and vendors only after they have provided the required licensing, insurance and valid driver's license, as well as a request in writing containing the names of the persons receiving the passes.

The Stock Transfer department shall issue quarterly service passes to legal representatives of shareholders, staff of the Leisure World Health Care Center on Golden Rain Road and Orange County Supportive Services departments, only after they have provided the legal documentation of their authority to act on behalf of a shareholder and a photo ID.

The Stock Transfer department shall issue quarterly service passes with their photo to realtors for a fee of $10.00, and escrow companies only after they have provided a proper photo ID, as well as a request in writing containing the name of the person receiving the pass.

Realtors passes may obtain a replacement pass by going to the Stock Transfer Office in person with a photo ID. A $25.00 fee is charged for a replacement pass and $50.00 if lost a second time.

A record of these passes will be maintained in the offices from which they were issued.

### 6. CAREGIVER PASSES

The Executive Director or Mutual Administration Director is authorized to make semiannual caregiver passes available to those caregivers who have applied for the caregiver pass in compliance with Mutual Policy 7557, Caregivers.

The semiannual caregiver passes shall be produced in two different colors, with a

designation as to the caregiver being a part-time or full-time care provider. Caregiver passes will expire in June and December in the year in which they were issued. Some caregiver passes are issued on a yearly basis, in compliance with a specific mutual's policy.

The caregiver's name and the mutual and apartment number shall be written on the front of the pass. The Stock Transfer Department shall issue all caregiver passes and prepare a monthly report of passes issued.

Caregivers shall wear issued badges and passes at all times while in the community.

For loss of Caregiver passes, Shareholders may obtain a replacement pass by going to the Stock Transfer Office in person with a photo ID. A $20.00 fee is charged for a replacement pass, per occurrence. The Mutual Board of Directors will be notified when a Caregiver pass is lost a second within 24 months of the first loss.

## 7. USES OF PASSES

Photocopying of passes is prohibited.

The Executive Committee shall review fees for caregiver and guest passes on an annual basis during the fourth quarter of the year.

Stockholders/condominium owners can notify the Main Gate to admit a guest without an annual guest pass.

Administration is authorized to print annual guest passes and quarterly service passes in the same wallet size as the plastic key cards, with different colors for each succeeding year so that current passes can be easily identified. Caregiver passes shall be printed and formatted to fit the accompanying badge holder.

After January 31 of each year, staff members are authorized to collect prior year guest passes when presented by guests at the gate.

Photocopying or duplicating annual guest passes, quarterly service passes, or caregiver passes by members or guests is prohibited. Staff members are authorized to collect any counterfeit passes and direct the guest to the Main Gate office to be phoned in by the stockholder/condominium owner. Residents found in violation may lose their privilege to obtain additional passes at the discretion of the Executive Director or Mutual Administration Director.

# STOCK TRANSFER

## Guest Passes

**Document History**

| | | | | | |
|---|---|---|---|---|---|
| Adopted: | 18 Oct 77 | Effective: | 01 Jan 78 | Amended: | 15 Nov 77 |
| Amended: | 21 Jul 81 | Amended: | 20 Nov 84 | Amended: | 15 Dec 87 |
| Amended: | 20 Apr 93 | Amended: | 16 May 00 | Amended: | 20 Feb 01 |
| Amended: | 16 Feb 10 | Amended: | 28 Oct 14 | Amended: | 27 Dec 16 |
| Amended: | 23 Jul 19 | | | | |

**Keywords:** Pass Passes Guest Gate

**SECURITY**

**AMEND**

## Traffic Rules and Regulations

The following Traffic Rules and Regulations are strictly enforced and are applicable to all **PEDESTRIANS** and persons operating **MOTOR VEHICLES** or **BICYCLES** on any property managed by the Golden Rain Foundation ~~or owned by the Mutual Corporations~~.

### ~~1. DEFINITIONS:~~

~~**1.1.** The term "MOTOR VEHICLE" as used herein is a vehicle that is self-propelled, including Segway human- transporter-type vehicles.~~

~~**1.2.** The term "IN LEISURE WORLD" as used herein means on any property managed by the Golden Rain Foundation or owned by the Mutual Corporations.~~

~~**1.3.** The term "RESIDENT" as used herein means any owner or shareholder or legal occupant such as qualified permanent resident under the age of 55, a co-occupant {a residing non-owner}, a caregiver, or a non-resident co-owner, joint tenant living IN LEISURE WORLD.~~

~~**1.4.** The term "VISITOR" as used herein means any person who is not an owner, shareholder or legal occupant as described above living IN LEISURE WORLD.~~

~~**1.5.** The term "EMPLOYEE" means a person who is employed by the Golden Rain Foundation, either on a full-time, part-time or temporary basis, and employees of the contract companies doing business IN LEISURE WORLD.~~

~~**1.6.** The term "GOLF CART" means a MOTOR VEHICLE having not less than three wheels in contact with the ground, having an unloaded weight of less than 1,300 pounds, which is designed to be and is operated at no more than 20 mph, and has a maximum width of 48".~~

~~**1.7.** The term "LSV (LOW SPEED VEHICLE)" means a MOTOR VEHICLE similar to and including a gem car, which is designed to travel in excess of 20 MPH with a maximum speed of 25 MPH. LSVs less than 48" in width shall be driven in accordance with the rules and regulations established for GOLF CARTS. LSVs more than 48" in width are prohibited from all walkways and sidewalks.~~

~~**1.8.** The term "PEDESTRIAN" means any person who is afoot or who is using a means of conveyance propelled by human power other than a bicycle. PEDESTRIAN also includes any person operating a self-propelled wheelchair, or motorized scooter, tricycle or quadricycle, and by reason of physical disability, is otherwise unable to move about as a person who is afoot.~~

**1.9.** The term "BICYCLE" means a device upon which any person can ride, propelled exclusively by human power through a belt, chain, or gears, and having one or more wheels.

**1.10.** Roller skates, roller blades, skateboards, razor-type scooters, and similar items may not be used IN LEISURE WORLD.

## 2. APPLICABILITY OF REGULATIONS:

**2.1.** Except as otherwise stated herein, Division 11, Rules of the Road, and Division 12, Equipment of Vehicles, of the most current California Vehicle Code, and all amendments or revisions apply IN LEISURE WORLD to all PEDESTRIANS and persons operating MOTOR VEHICLES or BICYCLES.

**2.2.** The exception to Section 2.1 is that a RESIDENT is not required to have a driver's license to operate a GOLF CART IN LEISURE WORLD.

**2.3.** Registration is not required for GRF service vehicles.

**2.4.** VISITORS are required to observe all regulations regarding the operation of MOTOR VEHICLES and parking within LEISURE WORLD.

**2.4.1.** Commercial vehicles belonging to VISITORS of RESIDENTS which are too large to park within a standard parking space, or create a hazard, except when obviously loading and/or unloading items, must be parked in the parking facility located west of Clubhouse Four, space permitting

**2.5.** Commercial vehicles must be driven in such a manner as to conform to all regulations with respect to operation of vehicles and parking. Persistent violators of the LEISURE WORLD TRAFFIC RULES AND REGULATIONS may be denied entrance into LEISURE WORLD by management.

**2.6.** RESIDENTS, EMPLOYEES, and VISITORS may not use a handheld cell phone while operating a MOTOR VEHICLE, GOLF CART, or BICYCLE within LEISURE WORLD as consistent with California state law (effective July 1, 2008).

~~**2.6.1.** RESIDENTS, EMPLOYEES, AND VISITORS may not wear any headset covering, or any earplugs, in both ears while driving IN LEISURE WORLD. There are exceptions for persons operating authorized emergency vehicles, special construction or maintenance equipment and refuse collection equipment, and for any person wearing personal hearing protectors designed to attenuate injurious noise levels and which do not inhibit the wearer's ability to hear a siren or horn from an emergency vehicle or horn from another MOTOR VEHICLE, and for any person using a prosthetic device which aids the hard of hearing.~~.

## ~~3.~~1. LICENSING, PASSES AND DECAL REQUIREMENTS

~~**3.1.**~~**1.1.** Any person operating a MOTOR VEHICLE IN LEISURE WORLD as defined in the California Vehicle Code shall be required to have a valid Driver's License in their possession ~~when operating said MOTOR VEHICLE and is further required to present such license to any member of the Security Department upon request~~.

~~**3.2.** VEHICLES including golf carts and LSVs owned by a RESIDENT or GRF or Los Alamitos Medical Center (LAMC) EMPLOYEE must have a valid decal issued by the Security Department displayed on the windshield.~~.

~~**3.3.**~~**1.2.** ~~Issuance of a RESIDENT, EMPLOYEE or clergy~~To obtain a resident decal, the resident will present the following at the Security Decal Office: ~~by Security Department personnel will be contingent upon presentation of the following:~~.

~~**3.3.1.**~~**1.2.1.** Current vehicle registration listing the Leisure World ~~RESIDENT or EMPLOYEE~~resident as the owner of the vehicle.

~~**3.3.2.**~~**1.2.2.** Current ~~RESIDENT or EMPLOYEE~~resident identification card.

~~Clergy must show Driver's license, current vehicle registration, and car license number.~~

**1.2.3.** Valid vehicle insurance.

**1.2.4.** Valid state-issued driver's license.

~~**3.3.3.**~~

~~**3.4.**~~**1.3.** Decals ~~must show a month and year of expiration in order to be~~are valid for up to two years.

~~**3.5.**~~**1.4.** If the resident's driver's license expires before the end of the two year period,

the decal will expire in the same month the resident's driver's license expires.~~Any applicant for a business, domestic (caregiver) or clergy pass who intends on operating a MOTOR VEHICLE IN LEISURE WORLD shall be required to present a valid Driver's License and current registration~~..

**SECURITY**

**AMEND**

**Traffic Rules and Regulations**

~~**4. AREAS OF AUTHORIZED USE FOR MOTOR VEHICLES:**~~

~~**4.1.** Except as provided in Sections 8.2, 8.3, 8.4, and 8.5, no MOTOR VEHICLE shall be operated IN LEISURE WORLD except on streets, driveways, and designated parking areas designed for such use.~~

~~**5. SPEED LIMITS:**~~

~~**5.1.** Drivers of all MOTOR VEHICLES, including bicycles, golf carts, LSVs, etc. shall not exceed 25 miles per hour (MPH) or the posted speed limit.~~

~~**6. USE OF DIRECTIONAL SIGNALS AND HEADLIGHTS:**~~

~~**6.1.** Drivers of all MOTOR VEHICLES, including bicycles, golf carts, LSVs, etc., must signal intent of directional change (including emerging onto roadway from parked position) by use of electric or approved hand signal.~~

~~**6.2.** All MOTOR VEHICLES driven on roadways at night must have headlights on.~~

~~**6.2.1.** All MOTOR VEHICLES must have headlights on when windshield wipers are in operation.~~

~~**6.3.** All MOTOR VEHICLE drivers approaching and/or entering any Leisure World gate are asked to place their vehicle's headlights in the parking light position in order to provide better visibility for the gate guard.~~

~~**6.4.** All MOTOR VEHICLE drivers attempting to make a U-turn IN LEISURE WORLD shall have an unobstructed view for 200 feet in both directions.~~

~~**7.**~~**2. PARKING:**

~~**7.1.** MOTOR VEHICLES may be parked against a curb or sidewalk so designated as a parking area in Section 7.2. At no time may a MOTOR VEHICLE be parked with any portion of the MOTOR VEHICLE on a sidewalk.~~

~~**7.2.**~~**2.1.** For the purpose of identifying parking limitations, the following curb markings shall be applicable:

~~**7.2.1.**~~**2.1.1. Red Curb:** No stopping, standing, or p~~P~~arking at any time.

~~**7.2.2.**~~**2.1.2. Green Curb**: Not to exceed twenty (20) ~~15 or 30~~ minutes (unlimited parking in green zone with handicapped placard). *Green zones are conveniently located in areas where short parking intervals are help to RESIDENTS, such as the Pharmacy and Health Care Center. ~~Usually these are 15- or 30-minutes zones but vary as marked.~~

~~7.2.3.~~ 2.1.3. **Yellow Curb**: Loading and unloading only.

2.1.4. **Blue Curb:** Parking is for a d~~D~~isabled person~~s~~ parking only or a driver of a disabled person.

~~7.2.4.~~ 2.1.5. **White Curb:** Stop only long enough to pick up or drop off passengers or mail.

~~7.2.5.~~ 2.1.6. **Unpainted**: Parking permitted unless posted.

~~7.2.6.~~ 2.1.7. **Fire Hydrants**: Red curbing for a maximum of 15 feet on both sides of the fire hydrant.

~~7.2.7.~~ 2.1.8. **Mailboxes**: Red curbing for a maximum of 15 feet on both sides of the mailbox.

~~7.2.8.~~ 2.1.9. **Bus Stops:** Red curbing for a maximum of 60 feet to provide for loading and unloading of buses.

~~7.2.9.~~ 2.1.10. **Intersections:** On request, the curbing on Trust street intersections may be painted red for a distance of 30 feet away from the intersection. Street intersections include intersections between Trust streets and carport driveways, parking lots and other vehicular entrance points.

~~7.2.10.~~ 2.1.11. **Emergency and Service Access:** On request, areas on Trust streets may be painted red for a distance of 10 feet in front of a walkway area to allow emergency vehicle access where structures restrict turning radius.

~~7.2.11.~~ 2.1.12. **Narrow Traffic Lanes:** Parking shall not be permitted on roadway sections where traffic lanes are less than 16 feet from curbing to lane marking. The curbing in these areas shall be painted red.

~~7.3.~~2.2. **MOTOR VEHICLES** shall be parked as close to the curb as is practical in a parallel position, but in no event further than eighteen (18)~~12~~ inches from said curb (unless otherwise directed in the case of diagonal or other parking as indicated by painted~~ing~~ striping).

~~7.3.1.~~2.2.1. All parallel p~~P~~arking on all Trust Streets (streets having names) shall be faced in the direction of the flow of traffic. ~~in all cases of parallel parking.~~

~~7.4.~~2.3. Parking areas on the west and east sides of the Amphitheater are designated EMPLOYEE parking spaces during business hours. RESIDENTS are prohibited from using the EMPLOYEE spaces during business hours.

~~7.4.1.~~2.3.1. Certain parking spaces in the north and east areas of the lot are painted green to indicate a limited parking time for MOTOR VEHICLES belonging to RESIDENTS and business

VISITORS or left unpainted to indicate availability to non-employees for a longer time frame. Non-resident parking is allowed at the green- curbed, 20-minute parking slots only. ~~MOTOR VEHICLES belonging to non-residents may not be parked in the Amphitheater parking lot.~~ The northwest corner of the Amphitheater parking lot is a "no parking" area. The first two spaces due east are green-striped, limited time parking spaces.

~~**7.4.2.** Parking spaces in the Health Care Center parking lot, unless otherwise marked, will be for RESIDENTS of Seal Beach Leisure World during business hours.~~

~~**7.5.**~~ Overnight parking is not allowed by RESIDENTS or guests in the Health Care Center, Building 5 or Clubhouse 6 parking lots.~~Overnight parking is not allowed by RESIDENTS or guests in the Health Care Center, Clubhouse Five, or Clubhouse Six parking lots. Parking is permitted for up to 72 hours in the parking lots of Clubhouse One, Two, Three, and Four, and the Amphitheater (except the RV area – see Section 7.13).~~

~~**7.6.** Parking on the curb or sidewalk by any MOTOR VEHICLE or trailer other than certain EMPLOYEE vehicles is prohibited at all times.~~

~~**7.7.** Washing vehicles on the streets IN LEISURE WORLD is prohibited at all times.~~

~~**7.8.**~~**2.4.** Carports are the responsibility of the respective Mutual Corporations. ~~See policy series 7502 for details.~~

~~**7.9.** Any vehicle without proof of registration or with an expired registration may not be parked on Trust Streets.~~

~~**7.10.**~~**2.5.** RESIDENTS' vehicles without a Seal Beach Leisure World decal may not be parked on Trust Streets.

~~**7.11.**~~**2.6.** Trailers not connected to a vehicle may not be parked on Trust Streets ~~(RV – See Section 7.13)~~.

~~**7.12.** RESIDENT owners may park their RV in front of their apartment, or as near to their apartment as is safely possible, for up to 48 hours for the purpose of loading or unloading. Mutual Seventeen Only: Mutual Seventeen resident owners/lessees and their guests only may park their RV in front of their condo, or as near to their condo as is safely possible, for up to 72 hours for the purpose of loading and unloading.~~

~~**7.12.1.** VISITORS may park their RV in front of their RESIDENT host's apartment, or as near as is safely possible, for up to 7 days~~

~~PROVIDED the host notifies the Security Department AND posts the host RESIDENT'S name and telephone number in a conspicuous place in the right front window, or windshield in the case of a MOTOR VEHICLE.~~

~~**7.12.2.** For the purpose of providing additional room for VISITORS, RESIDENT owners may park their RV in front of their apartment, or as near as is safely possible, for up to 7 days PROVIDED the RESIDENT notifies the Security Department AND posts their name and telephone number in a conspicuous space in the right window of the vehicle.~~

~~**7.12.3.** RVs may not be parked on any curb or walk, or any place that any other vehicle may not legally park. Hoses or electric cords may not be passed to such vehicle across any walkway or roadway, nor can anything be discharged from a RV onto the ground, pavement or into any open container. Exterior protruding items, such as steps or louvered windows, are not allowed.~~

~~**7.13.** The Security Department reserves the right to have an RV relocated to the west side of the Clubhouse Four parking lot if, in its judgment, the parking of the RV causes a hazard or definite inconvenience to neighbors.~~

~~**7.14.** RESIDENT owners or visitors may park their RV or detached RV in the parking lot west of Clubhouse Four for up to 14 days PROVIDED that the name of the owner of the vehicle and the telephone number of the RESIDENT host, in case of visitors, is posted conspicuously in the right front window of the trailer or in the windshield of the RV. In all cases, the Security Department must be notified immediately of such parking. Extensions may be granted by the Security and Transportation Manager for humanitarian purposes.~~

~~**7.14.1.** Visitors who park their RV in the parking lot west of Clubhouse Four may not house a pet.~~

~~**7.14.2.** RVs that are equipped with generators must park along the south wall or in the center of the lot.~~

~~**7.14.3.**~~**2.7.** ~~Generators shall not be operated before 8:00 a.m. or after 9:00 p.m~~.

~~**7.15.**~~**2.8.** ~~Making non-emergency repairs to any MOTOR VEHICLE IN LEISURE WORLD is not permitted~~.

**~~8.~~3. GOLF CARTS AND LSVs (Low-Speed Vehicles):**

~~**8.1.**~~**3.1.** ~~LSVs shall follow all the provisions of the California Vehicle Code and the regulations listed in the Leisure World Seal Beach Traffic Rules and Regulations and the policies of the Mutual Corporations.~~ A Leisure World vehicle decal is required on all GOLF CARTS and LSVs.

~~**8.1.1.** LSVs must meet federal Motor Vehicle Safety Standards, Title 49, Part 571 Subpart B, Section 571.500, S1 through S5 (a), S5 (b) 1 through 10.~~

**3.1.1.** GOLF CARTS or LSVs used during night operations must have headlights, brake lights, and directional signals.

~~**8.1.2.**~~**3.1.2.** The driver of a GOLF CART or LSV shall yield the right of way to all PEDESTRIANS and shall not travel at a speed greater than five (5) miles per hour.

~~**8.2.** Driving a GOLF CART or LSV less than 48" in width on a sidewalk shall be permissible only from the point of origin to the nearest driveway or place of exit to the street.~~

~~**8.2.1.** Driving a LSV more than 48" in width is prohibited on all walkways and sidewalks.~~

~~**8.3.** While driving a GOLF CART or LSV less than 48" in width on a Trust street, walkway, or sidewalk, the driver of the GOLF CART or LSV less than 48" in width shall yield the right of way to all PEDESTRIANS and shall not, under any circumstances, travel at a speed greater than is reasonable and prudent, having due regard for the safety of all PEDESTRIANS on the sidewalk.~~

~~**8.4.** Maintenance MOTOR VEHICLES, when utilized by EMPLOYEES for the purpose of providing maintenance service to Leisure World Mutual Corporations, shall be permitted to travel on sidewalks, lawns, and walkways as necessary to efficiently provide such maintenance services. Maintenance MOTOR VEHICLES shall not be operated at such a speed as to pose a hazard to PEDESTRIANS and, unless unavoidable due to emergency maintenance, said MOTOR VEHICLES shall not be parked so as to block any normal PEDESTRIAN right of way, i.e., sidewalk, walkway or carport.~~

~~**8.4.1.** Gasoline-powered vehicles are prohibited from using sidewalks adjacent to Trust streets. EXCEPTION: golf carts, medical emergency vehicles belonging to the Health Care Center; service vehicles belonging to the Golden Rain Foundation; and service vehicles belonging to contractors or vendors that are designed for sidewalk use and are doing business with~~

~~RESIDENTS or Mutual Corporations.~~

~~**8.5.** ANY VISITOR driving a GOLF CART or LSV must have a valid driver's license and be accompanied by a RESIDENT.~~

## ~~9.~~4. BICYCLES (NON-MOTORIZED):

~~**9.1.** While riding a BICYCLE on a street or sidewalk, the rider has the responsibility of following the safety rules listed herein.~~

~~**9.2.**~~ While riding a BICYCLE on a sidewalk, the rider shall yield the right of way to all PEDESTRIANS and shall not~~, under any circumstances,~~ travel at a speed greater than ~~is reasonable and prudent,~~five (5) miles per hours. ~~having due regard for the safety of all PEDESTRIANS on the sidewalk.~~

4.1.

~~9.3.~~4.2. Any BICYCLE owned by a Leisure World RESIDENT may be registered with the Security Department.

~~**9.4.**~~ BICYCLES are not allowed inside Trust buildings. ~~may not be ridden within the confines of Clubhouses. BICYCLES must be walked in internal corridors, under roof overhangs, and in breezeways.~~

~~**9.5.**~~4.3. ~~The following equipment is required while riding a BICYCLE on a street or sidewalk IN LEISURE WORLD:~~It is the bicyclist's responsibility to understand and follow all California laws and regulations regarding bicycle operations, including equipment and protection.

~~**9.5.1.** A brake which enables the operator to make one braked wheel skid on dry, level, and clean pavement.~~

~~**9.5.2.**~~4.3.1. ~~Handlebars that are not raised so high that the operator must elevate their hands above the level of their shoulders in order to grasp the normal steering grip area~~.

~~**9.6.** BICYCLES shall not be of a size as to prevent the operator from safely stopping the BICYCLE, supporting it in an upright position with at least one foot on the ground, and restarting it in a safe manner.~~

~~**9.7.** BICYCLES operated during darkness shall be equipped with the following:~~

~~**9.7.1.** A lamp emitting a white light that illuminates the street or sidewalk and is visible from a distance of 300 feet to the front~~

~~and sides of the bicycle.~~

~~**9.7.2.** A red reflector mounted on the rear of the BICYCLE which is visible from a distance of 500 feet to the rear of the vehicle.~~

~~**9.7.3.** A white or yellow reflector mounted on each pedal which is visible from 200 feet to the front and rear of the BICYCLE, except BICYCLES which are equipped with reflectorized tires on the front and rear need not be equipped with side reflectors. All reflectorized tires must meet DMV requirements.~~

~~**9.7.4.** A lamp or lamp combination, emitting a white light attached to the operator and visible from a distance of 300 feet in front and from the sides of the BICYCLE, may be used in place of the lamp attached to the BICYCLE.~~

~~**9.8.** When operating a BICYCLE at a speed less than the normal speed of traffic moving in the same direction at such time, the rider shall ride as close as practicable to the right-hand curb or edge of the roadway except under any of the following situations:~~

~~**9.8.1.** When overtaking and passing another BICYCLE or MOTOR VEHICLE proceeding in the same direction.~~

~~**9.8.2.** When preparing for a left turn at an intersection or into a driveway.~~

~~**9.8.3.** When reasonably necessary to avoid conditions (including, but not limited to, fixed or moving objects, bicycles, pedestrians, animals, surface hazards, or substandard width lanes) that make it unsafe to continue along the right-hand curb or edge. For purposes of this section, a "substandard width lane" is a lane that is too narrow for a bicycle and a vehicle to travel safely side by side within the lane.~~

~~**9.9.** Any person operating a BICYCLE on a one-way street with two or more marked traffic lanes may ride as near the left-hand curb or edge of the roadway as practicable.~~

~~**9.10.** Signals by hand and arm shall be given in the following manner:~~

~~**9.10.1.** **Left turn** – Left hand and arm extended horizontally beyond the side of the BICYCLE.~~

~~**9.10.2.** **Right turn** – Left hand and arm extended upward beyond the side of the BICYCLE or right hand and arm extended~~

~~horizontally to the right side of the BICYCLE.~~

~~**10. PEDESTRIANS IN ROADWAYS:**~~

~~**10.1.** Every PEDESTRIAN upon a roadway shall yield the right-of-way to all vehicles upon the roadway so near as to constitute an immediate hazard.~~

~~**10.1.1.** The driver of a MOTOR VEHICLE shall yield the right-of-way to a PEDESTRIAN crossing the roadway within any marked crosswalk or within any unmarked crosswalk at an intersection, except as otherwise provided in these rules and regulations.~~

~~**10.1.2.** This section does not relieve a PEDESTRIAN from the duty of using due care for his or her safety. A PEDESTRIAN may not suddenly leave a curb or other place of safety and walk or run into the path of a MOTOR VEHICLE that is so close as to constitute an immediate hazard. A PEDESTRIAN may not unnecessarily stop or delay traffic while in a marked or unmarked crosswalk.~~

~~**10.1.3.** The driver of a MOTOR VEHICLE approaching a PEDESTRIAN within any marked or unmarked crosswalk shall exercise all due care and shall reduce the speed of the vehicle or take any other action relating to the operation of the MOTOR VEHICLE as necessary to safeguard the safety of the PEDESTRIAN.~~

~~**10.1.4.** Section 10.1.2 does not relieve a driver of a MOTOR VEHICLE from the duty of exercising due care for the safety of any PEDESTRIAN within any marked or unmarked crosswalk or within any unmarked crosswalk at an intersection.~~

~~**10.2.** Whenever any MOTOR VEHICLE has stopped at a marked or unmarked crosswalk at an intersection to permit a PEDESTRIAN to cross the roadway, the driver of any other vehicle approaching from the rear shall not overtake and pass the stopped vehicle.~~

~~**10.3.** A PEDESTRIAN may not walk upon any roadway if a sidewalk is available.~~

~~**10.4.** A totally or partially blind PEDESTRIAN who is carrying a predominantly white cane (with or without a red tip), or using a guide dog, shall have the right-of-way.~~

~~**11.**~~**5. REPORTING ACCIDENTS:**

**SECURITY**

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**Traffic Rules and Regulations**

~~**11.1.**~~**5.1.** The driver of any ~~MOTOR VEHICLE or BICYCLE~~ type of vehicle involved in any accident resulting in death or injury to any person or animal shall immediately stop and ~~notify~~ call 911 and the ~~the Seal Beach Police Department~~ and the Security Department of their identity and ~~the particulars~~share information regarding ~~of~~ the accident.

~~**11.2.** The driver of any MOTOR VEHICLE or BICYCLE involved in any accident resulting in damage to property, including a MOTOR VEHICLE, shall identify themselves to the owner or individual in control of said property, if present, within twelve (12) hours, and they shall notify the Leisure World Security Department of their identity and the particulars of the accident within twelve (12) hours. This shall be in addition to any laws established by the State of California~~.

**6. TOWING POLICY**

**6.1.** GRF follows California private property towing laws and regulations.

**6.2.** A vehicle is subject to IMMEDIATE tow if:

**6.2.1.** The vehicle interferes with an entrance or exit
**6.2.2.** Parked in a handicapped parking space
**6.2.3.** In a fire lane (red zone)
**6.2.4.** Within fifteen (15) feet of a fire hydrant

**6.3.** A vehicle is subject to tow after 24 HOURS if the vehicle is inoperative. An inoperative vehicle is defined as a vehicle that cannot safely operate upon a roadway due to missing a windshield, doors, tires, wheels, transmission and/or engine.

**6.4.** All other vehicles are subject to tow after seventy-two (72) HOURS.

No notifications to the owner of the vehicle are required to tow a vehicle from the community.

~~**12.**~~

~~**12.1.** The Security Department has been authorized by the Boards of Directors to enforce the traffic rules of this community in compliance with Vehicle Code Section 22658, which may result in the towing of a vehicle at the vehicle owner's expense. The Security Department is authorized to tow abandoned, stored, and/or inoperable vehicles after requesting compliance to remove the vehicle. If no compliance is made within ten (10) days of written or verbal notification, vehicle will be subject to tow. When impossible to notify owner, MOTOR VEHICLE may be towed twenty-one (21) days after Security Department issues~~

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~~a citation.~~

~~**12.2.** MOTOR VEHICLES parked in a no parking zone, in handicapped spaces without a proper placard, in properly posted construction zones, in front of fire hydrants, or that are blocking entrances and exits, may be towed immediately at the registered owner's expense.~~

~~**12.3.** MOTOR VEHICLES leaking gasoline, oil, or any other hazardous fluid may be towed, at owner's expense, if owner cannot be found.~~

**Also see Policies 1909, 1909.1, 1909.2, 1911, and 1914 which relate to speed limits, one-way streets and handicap parking**

**MUTUAL CONCURRENCE**

| | | | |
|---|---|---|---|
| One: | 11/19/2009 | Nine: | --- |
| Two: | 12/15/2009 | Ten: | 1/27/2010 |
| Three: | 12/9/2009 | Eleven: | 12/4/2009 |
| Four: | 11/18/2009 | Twelve: | --- |
| Five: | 11/18/2009 | Fourteen: | 4/27/2010 |
| Six: | 11/24/2009 | Fifteen: | 11/16/2009 |
| Seven: | 11/20/2009 | Sixteen: | 11/16/2009 |
| Eight: | 11/23/2009 | Seventeen: | 12-08-09 (as amended under Section 7.12) |

**Document History**
Adopted: 15 Apr 08 Amended: 23 Jul 19

**Keywords:** Traffic Rules Definitions Towing Parking Security

**SECURITY** **AMEND**

**Traffic Rules and Regulations – Enforcement on Trust Property**

## 1. ENFORCEMENT:

**1.1** Except as otherwise stated herein, select provisions of the most current California Vehicle Code, and all amendments or revisions apply IN LEISURE WORLD to all PEDESTRIANS and persons operating MOTORIZED VEHICLES or BICYCLES.

**1.2** Enforcement of ~~these Traffic~~the GRF parking r~~R~~ules and r~~R~~egulations shall be the responsibility of the Security Department. Security Officers shall issue a ~~Notice of Violation ("Citation")~~ Community Violation Notice for violations of rules and regulations.

**1.3** ~~Any person in violation of the rules and regulations set forth above, including, without limitation, a RESIDENT, SHAREHOLDER, MEMBER, CAREGIVER, VENDOR, CONTRACTOR, VISITOR or EMPLOYEE, shall be subject to the provisions set forth herein ("VIOLATOR.")~~.

## 2. NOTICES OF VIOLATIONS:

**2.1** ~~Citations for moving violations, when possible, will be handed to the VIOLATOR in person by the citing Security Officer.~~. Citations for parking violations, when VIOLATOR is unknown, will be attached to the vehicle in an appropriate and secure manner.

~~**2.1.1** A copy of a Citation issued to an EMPLOYEE shall be forwarded to the Human Resources Manager and the Executive Director.~~

~~**2.1.2** All EMPLOYEES, either of the Foundation or the Health Care Center, whose work assignment requires them to bring personal MOTOR VEHICLES IN LEISURE WORLD, shall have their MOTOR VEHICLE registered in the same manner as MEMBER/RESIDENT MOTOR VEHICLES. EMPLOYEE vehicles shall display an appropriate parking pass at all times while on the property.~~.

~~**2.1.3**~~**2.1.1** The Security Department or Health Care Center Administrator is responsible for removing the decal from a terminated EMPLOYEE'S vehicle.

**2.2** ~~Handicapped person placard display violations may be dismissed if a Handicapped person placard identification valid at the time of the citation is presented to the Security Department.~~.

## 3. PENALTIES

~~**3.1** The Security Department shall issue citations and keep records of the number and type of violations in any rolling six (6) month period. If two (2) violations have been issued to the same driver in a six (6) month period, notification shall be sent to the appropriate department with the required method of compliance as outlined below.~~.

SHAREHOLDERS and MEMBERS have the right to contest within thirty (30) days of the date of the violation. A hearing will be scheduled, with the SHAREHOLDER receiving at least ten (10) days prior written notice, at which the Shareholder may contest before penalties are imposed.

~~**3.2** For SHAREHOLDERS, MEMBERS, AND RESIDENTS, Security will issue the appropriate correspondence after two (2) violations. This first notification letter shall require completion of the AARP Safe Driver Class or other equivalent driver education training offered. Certificate of completion will be submitted to the Security Department.~~.

**3.1.** If there is no compliance within sixty (60) calendar days, or if the violator deemed a repeat offender (defined as three (3) or more violations within a consecutive twelve (12) month period) or possible risk to the community, a second letter will be sent by first class mail to the SHAREHOLDER, MEMBER, OR RESIDENT requesting ~~calling~~ the SHAREHOLDER OR MEMBER attend ~~to~~ a hearing. At its discretion, t~~T~~he Hearing Panel may determine, ~~in its discretion~~, to impose one or more of the following disciplinary measures and shall provide the member with written notice of its decision within fifteen (15) days following the action:

~~**3.2.1**~~**3.1.1** The resident decal may be revoked and removed unless and until proof of compliance is presented to the Security Department.

~~**3.2.2**~~**3.1.2** The Department of Motor Vehicles may be notified of the series of violations on the DS699, Request for Drivers Re-examination.

~~**3.2.3**~~**3.1.3** The Mutual President will be notified.

~~**3.3**~~**3.2** For VENDORS and CONTRACTORS, the notice will be forwarded to the Physical Property Office to issue the appropriate letter. Entry pass shall be revoked and SHAREHOLDER or department that provided the pass shall be notified. The Mutual President will be notified.

~~**3.4**~~**3.3** For CAREGIVERS, the entry pass shall be revoked and the SHAREHOLDER that provided the pass shall be notified. The Mutual President will be notified.

**SECURITY** **AMEND**

**Traffic Rules and Regulations – Enforcement on Trust Property**

~~3.5~~3.4 For VISITORS, the entry pass shall be revoked and the SHAREHOLDER that provided the pass shall be notified. The Mutual President will be notified.

~~3.6~~3.5 For EMPLOYEES, the notice shall be forwarded to the Director of Human Resources ~~office to be dealt with per current policy~~.

~~3.7~~3.6 Revocation of the resident decal is not a denial of entry into the community.

**Document History**
Adopted: 25 Nov 15 Amended: 23 Jul 19

**Keywords:** Traffic Citation Vendor Member Caregiver Security

**SECURITY** **AMEND**

## Parking Rules for Trust Property

The following Parking Rules are strictly enforced and are applicable to all persons controlling or operating vehicles on any TRUST PROPERTY regulated by the Golden Rain Foundation (GRF) of Seal Beach. This refers to the streets, sidewalks, parking areas, clubhouses, grounds, and other amenities overseen by GRF.

Per the Occupancy Agreements for Mutuals 1-12, 14-16 and Mutual 17 CCRs: all Shareholder/Members are solely responsible for the actions of their guests and employees, therefore they are solely responsible for the fines and penalties incurred by their guests or employees.

GRF vehicles are exempted from these policies when appropriate, such as maintenance or security vehicles assisting first responders or providing emergency services to a Shareholder/member unit or GRF TRUST PROPERTY.

### 1. PREFACE

In order to promote safety, all drivers and pedestrians shall follow the same parking rules as are required on public streets, unless otherwise specified herein.

### ~~2. DEFINITIONS~~

~~Words appearing in ALL CAPITAL LETTERS are defined in this section.~~

#### ~~2.1. ALTERNATIVE DISPUTE RESOLUTIONS (ADR)~~

~~A method of resolving disputes other than by litigation involving a neutral third party pursuant to Civil Code Sections 5925-5965.~~

#### ~~2.2. ASSIGNED PARKING~~

~~A defined parking location that has been designated for the use of a specific individual or group by the GRF.~~

#### ~~2.3. BICYCLE/TRICYCLE~~

~~A device with 2 or 3 wheels, respectively, upon which any person can ride propelled exclusively by human power through a belt, chain or gears.~~

#### ~~2.4. CAREGIVER~~

~~A non-shareholder/member hired or identified by a Shareholder/ Member as providing part-time or full-time care. This person must be registered with Stock Transfer.~~

#### ~~2.5. COMMERCIAL VEHICLES~~

~~A motor vehicle of a type required to be registered and used or maintained for the transportation of persons for hire, compensation, or profit or designed, used, or maintained primarily for the transportation of property. A COMMERCIAL VEHICLE shall also mean any type of vehicle, which includes without limitation,~~

~~a truck, van or trailer that has one or more of the following traits:~~

~~**2.5.1.** Larger than one (1) ton carry weight;~~

~~**2.5.2.** Bares a prominent business name or advertisement. If the graphic medium is removable, such as a magnetically attached sign, this element does not apply when all such signage is removed and stored out of view;~~

~~**2.5.3.** Normally employed or designed for commercial business use, whether or not a business name or advertisement is displayed.~~

~~**2.5.4.** Racks, materials, ladders, tool boxes and/or tools are visible on the exterior of the vehicle;~~

~~**2.5.5.** Used to haul any hazardous materials;~~

~~**2.5.6.** Designed to carry more than 15 (fifteen) passengers.~~

### ~~2.6. DUE PROCESS~~

~~An established course for judicial proceedings or other governmental activities designed to safeguard the legal rights of the individual.~~

### ~~2.7. ELECTRIC BICYCLE~~

~~Two-wheeled vehicle supplemented with an electric motor. It may not be driven on sidewalks.~~

### ~~2.8. GOLF CART~~

~~A motor vehicle having not less than three wheels in contact with the ground, having an unladed weight of less than 1,300 pounds, which is designated to be and is operated at no more than 20 mph, and has a maximum width of 48".~~

### ~~2.9. INTERNAL DISPUTE RESOLUTION (IDR)~~

~~An internal due process procedure offering an opportunity for both sides to meet and confer in good faith in an effort to resolve a dispute and reach a resolution of alleged violations of community rules.~~

### ~~2.10. LOW-SPEED VEHICLE (LSV)~~

~~A motor vehicle which is designed to travel in excess of 20 MPH with a maximum speed of 25 MPH. LSV's less than 48" in width shall be driven in accordance with the rules and regulations established for Golf Carts. LSV's that are more than 48" in width are prohibited from all walkways and sidewalks.~~

### ~~2.11. MOBILITY SCOOTER~~

~~A vehicle that is propelled by an electric motor with a battery pack on the vehicle. This vehicle is self-propelled.~~

### ~~2.12. MOTORCYCLE~~

~~A motorcycle has more than a 150cc engine size, and no more than three~~

~~wheels and has to be registered with the Department of Motor Vehicles (DMV).~~

~~**2.13. MOTOR-DRIVEN CYCLE**~~

~~A motor-driven cycle has 149cc or less engine size (CVC §405) and has to be registered.~~

~~**2.14. NON-RESIDENT**~~

~~A person without the right under the governing documents and applicable law to occupy a dwelling within a Mutual.~~

~~**2.15. PARKING PERMIT BINDER**~~

~~A register maintained by the Security Department to document vehicles granted a limited exception to certain parking rules.~~

~~Examples: Extended RESIDENT'S absence, overnight RV parking, late night calls for overnight guests without a parking permit.~~

~~**2.16. PARKING RULES VIOLATION PANEL (PRV)**~~

~~The GRF Board of Directors (BOD) has established a committee consisting of a facilitator (the GRF Vice President), three (3) GRF directors and an alternate as may be designated from time to time by the BOD and assigned to meet on a rotating schedule to hear Shareholder/Member disputes regarding Parking RULES VIOLATIONS NOTICES issued by Security Department.~~

~~**2.17. PEDESTRIAN**~~

~~Any person who is afoot or who is using a means of conveyance propelled by human power other than a bicycle. This also includes any person operating a self-propelled wheelchair, motorized scooter, tricycle or quadricycle.~~

~~**2.18. PROHIBITED VEHICLES**~~

~~**2.18.1.** Aircraft;~~

~~**2.18.2.** Boats, personal watercraft, and their trailers, except as allowed in Section 3.8 – Recreational Vehicles Restricted;~~

~~**2.18.3.** INOPERABLE VEHICLE: a vehicle that lacks a functioning engine or transmission, or non-functioning wheels, tires, doors, windshield, or any other major part or equipment necessary to operate safely on the highways;~~

~~**2.18.4.** Off-road vehicle (not street licensed) other than GOLF CART or GOLF CAR;~~

~~**2.18.5.** UNAUTHORIZED VEHICLE: Use of a motor vehicle in the community without consent of GRF or at least one of the Mutuals;~~

~~**2.18.6.** UNREGISTERED VEHICLE: no current valid State registration; or~~

~~**2.18.7.** Vehicle designed to carry 12 (twelve) or more passengers.~~

~~EXCEPTION:~~

~~Buses or limousines to load or offload passengers with approval from the Security Department or Recreation Departments.~~

~~**2.19. RECREATIONAL VEHICLE (RV)**~~

~~A motor vehicle or trailer for recreational dwelling purposes; a motor home or other vehicle with a motor home body style which has its own motor power or is towed by another vehicle.~~

~~EXCEPTION:~~

~~Van camper conversions.~~

~~**2.20. RESERVED PARKING**~~

~~A parking location that is marked as such by a sign, or curb or pavement marking is set-aside for use only by the designated user(s).~~

~~**2.21. RULES VIOLATION NOTICE (CITATION)**~~

~~A written notification of a violation of GRF parking policies placed on the violating vehicle. This information is forwarded to the related mutual president.~~

~~**2.22. TRUST PROPERTY**~~

~~All land operated by the GRF on behalf of the Mutuals.~~

~~**2.23. TRUST STREETS**~~

~~Streets with names.~~

~~**2.24. UNASSIGNED PARKING**~~

~~Not an ASSIGNED PARKING space.~~

~~**2.25. UNAUTHORIZED VEHICLE**~~

~~A vehicle not permitted to be on TRUST PROPERTY.~~

~~**2.26. VEHICLE USED FOR RECREATION (VUFR)**~~

~~Boats, boat trailers, all-terrain vehicles (ATVs), trailers used to transport ATVs.~~

## ~~3.~~2. RULES FOR PARKING

### ~~3.1.~~2.1. PROHIBITED VEHICLES

**2.1.1.** No ~~PROHIBITED VEHICLE~~prohibited vehicle shall be parked on Trust property. All prohibited vehicles are subject to tow. Prohibited vehicles include, but are not limited to:~~TRUST PROPERTY~~.

Aircraft

Boats or unattached trailers

Inoperable vehicles

Unlicensed and/or off road vehicles (except golf carts)

Unregistered vehicles

~~**3.1.1.**~~ Vehicles leaking fluid (except for water)

~~**3.1.2. At no time, shall any vehicle be parked on TRUST PROPERTY if it is leaking any fluids.**~~

~~EXCEPTION:~~

~~Clear Water~~

~~**3.1.3. Any of these types of vehicles are subject to immediate towing at the owner's expense. See Section 6 – Towing Policy.**~~

~~**3.2. TEMPORARY PARKING PERMITS**~~

~~**3.2.1.** The following Parking Permits are issued by Security Department~~

~~**3.2.2.** All Parking Permits must be displayed on dashboard of vehicle or on the king pin of a fifth wheel or the tongue of a trailer:~~

~~**3.2.2.1.** Shareholder/member for use on rental or new vehicle;~~

~~**3.2.2.2.** Guest of Shareholder/Member;~~

~~**3.2.2.3.** Overnight Parking Permit at request of Shareholder/Member for Guest.~~

## ~~3.3.~~2.2. GENERAL PARKING RULES

~~**3.3.1.**~~**2.2.1.** Park Safely – At no time may a vehicle be parked in a manner creating a traffic hazard.

~~**3.3.2.**~~**2.2.2.** No animal or child is allowed to be left alone in any parked vehicle on ~~TRUST PROPERTY~~Trust property. Animal Control or Seal Beach Police will be notified ~~called~~ immediately. ~~in either circumstance.~~

~~**3.3.3.**~~**2.2.3.** Fire Hydrant – At no time may a vehicle be parked within fifteen (15) feet of a fire hydrant. Vehicles in violation are subject to immediate tow-away at owner's expense. ~~See Section 6 – Towing Policy.~~

~~**3.3.4.**~~**2.2.4.** Sidewalk – No portion of any vehicle may be parked ~~with any portion of it~~ on a sidewalk.

~~**3.3.5. Off Pavement – At no time may a vehicle be parked with any portion of it off pavement.**~~

~~**3.3.6.**~~**2.2.5.** Curb or Parking Stall – Vehicles may park in a designated parking stall or along a curb or sidewalk, unless otherwise provided herein.

## Parking Rules for Trust Property

Vehicles on a two-way travel roadway must be parked with the passenger side wheels within ~~18 (~~eighteen (18)~~)~~ inches of the curb or sidewalk.

~~**3.3.6.1.**~~**2.2.5.1.** Vehicle must be parked completely within the marked boundaries of a parking space

~~**3.3.6.2. A vehicle may be parked in a location that is not a marked stall; however, at no time may it be parked in a manner that creates a traffic hazard, interferes with other vehicle access, PEDESTRIAN traffic, or access to facilities or equipment.**~~

~~**3.3.6.3.**~~**2.2.5.2.** All~~ny~~ vehicles ~~without proof of~~must have current valid State registration ~~may not be parked on TRUST PROPERTY at any time.~~to park on GRF property.

~~**3.3.6.4.**~~**2.2.5.3.** Any vehicles without a GRF decal on windshield or pass displayed on the dash may not be parked on ~~TRUST PROPERTY~~Trust property.

~~**3.3.6.5. Trailers not connected to a vehicle are not permitted to be parked on TRUST STREETS.**~~

~~**Such trailers may be parked in the Permit section at Clubhouse 4 (four) only with a permit issued by the Security Department.**~~

~~**3.3.6.6.**~~**2.2.5.4.** Pods, moving trailers or similar portable storage units are ~~not~~ permitted on ~~TRUST PROPERTY~~ Trust property for up to **72 hours** total. Shareholders are required to notify the ~~without~~ Security Department ~~authorization~~ regarding exact dates and times of delivery and removal.

~~**3.3.6.7. Vehicles in violation are subject to immediate tow away at owner's expense. See Section 6 – Towing Policy.**~~

### ~~3.4.~~2.3. PARKING ZONES

~~**3.4.1.**~~**2.3.1.** Red Zones – Vehicles in violation are subject to immediate tow away at owner's expense. ~~See Section 6 – Towing Policy.~~

~~**3.4.1.1.**~~ **2.3.1.1.** Fire Hydrant or Fire Lane: No person shall park or leave standing any vehicle within ~~15 (~~fifteen (15)~~)~~ feet of a fire hydrant even if the curb is unpainted.

~~**3.4.1.2.**~~**2.3.1.2.** Non-Fire Lanes: A vehicle may not be left unattended.

~~3.4.1.3.~~2.3.1.3. Bus Stops: No person shall park or leave standing any vehicle within ~~30 (~~thirty (30)~~)~~ feet on bus stop side of the street to provide for loading and unloading of buses.

~~3.4.1.4.~~2.3.1.4. ~~Drive-up~~ Mail Boxes: No person shall park or leave unattended any vehicle within ~~15 (~~fifteen (15)~~)~~ feet of the mail box.

~~3.4.2.~~2.3.2. Blue Zone (Handicapped): Vehicles must display a valid, government-issued disabled (handicapped) license plate or placard.

~~3.4.3.~~2.3.3. Green Zone: Parking may not exceed ~~time limit posted by sign or curb marking.~~twenty (20) minutes.

EXCEPTION:

Unlimited time parking in a Green Zone is permitted only when the vehicle is displaying a valid government-issued disabled (handicapped) license or placard.

~~3.4.4.~~2.3.4. White Zone: Passenger loading and unloading only. Time limit: 30 (thirty) minutes.

~~3.4.5.~~2.3.5. Yellow Zone: Commercial vehicle loading and unloading only: 30 (thirty) minutes.

~~3.4.6.~~2.3.6. Unpainted: Parking is permitted up to 72 (seventy-two) hours, unless otherwise restricted.

## ~~3.5.~~2.4. ~~RESIDENT'S~~ GENERAL PARKING

~~A RESIDENT'S~~All vehicles (not RV or VUFR) may be parked for no more than ~~96 72 (~~seventy-two (72)~~)~~ hours in one location. ~~without first notifying the Security Department.~~

## ~~3.6. NON-RESIDENT PARKING~~

~~NON-RESIDENT vehicles are not eligible for extended parking privileges without permit issued by the Security Department.~~

~~3.6.1. Any violation of this section may result in vehicle being towed at the owner's expense. (see Section 6 - Towing Policy)~~

## ~~3.7.~~2.5. CAREGIVER PARKING

A ~~CAREGIVER~~ registered caregiver may park on ~~TRUST PROPERT~~ Trust Property ~~Y~~ only with ~~hen~~ a "CAREGIVER" parking pass visibly ~~is~~ displayed on the dashboard of the vehicle.

~~For Caregiver parking rights, the person must be registered with~~ A caregiver will

receive a parking pass after registering as a caregiver in the GRF Stock Transfer office.

### ~~3.8.~~2.6. CONTRACTOR AND SERVICE VEHICLE PARKING

~~3.8.1.~~2.6.1. Contractors' vehicles must comply with all traffic and parking rules ~~set forth herein~~ and regulations inside the community and must not obstruct or park on the sidewalk.

~~3.8.2.~~2.6.2. Contractor and service vehicles, including personal vehicles driven by workers shall not be parked on TRUST PROPERTY (TRUST STREETS included) overnight without a permit.

### ~~3.9. OVERNIGHT PARKING PERMITS~~

~~3.9.1. RESIDENT overnight parking is prohibited without a Security Department issued vehicle decal or Overnight Parking Permit.~~

~~3.9.2. COMMERCIAL VEHICLES, equipment, and materials utilized in authorized activities conducted for the Mutual, or its RESIDENTS overnight parking is not permitted without an Overnight Parking Permit issued by the Security Department.~~

~~EXCEPTION:~~

~~COMMERCIAL VEHICLES parked in assigned rental spaces in Allen's Alley by Clubhouse 2 (Two).~~

~~3.9.3. The Overnight Parking Permit must be displayed face-up on the driver side dashboard of the MOTOR VEHICLE, or prominently affixed to the front of trailers or equipment.~~

~~3.9.4. The following vehicles and equipment are prohibited from parking on TRUST STREETS at any time between the hours of 12:00 a.m. and 7:00 a.m. unless otherwise addressed in this policy:~~

~~3.9.4.1. Vehicle not displaying a valid GRF decal or Overnight Parking Permit.~~

~~3.9.4.2. Recreational Vehicle – except as provided below in Section 3.10 – "Recreational Vehicles Restrictions."~~

~~3.9.4.3. COMMERCIAL VEHICLE, construction/ maintenance equipment, storage and disposal units, building materials.~~

### ~~3.10.~~2.7. RESIDENT RECREATIONAL VEHICLES (RV) or VEHICLE USED FOR RECREATION (VUFR) RESTRICTIONS

~~An RV or VUFR may be parked on TRUST STREETS only when meeting all of the following conditions:~~

~~3.10.1. RV parked at any TRUST PROPERTY facility **MUST** have~~

~~Security Department issued decal or a Parking Permit.~~

~~3.10.2.~~2.7.1. RV or VUFR may be ~~is~~ parked up to seventy-two (72) ~~48 (forty-eight)~~ hours for the purpose of loading or unloading.

~~3.10.3.~~2.7.2. Other activities, such as ~~sleeping or resting~~ cooking or living in the RV overnight,~~in the RV or VUFR, and vehicle maintenance are~~ is not not allowed.

~~3.10.4.~~2.7.3. RV or VUFR must be parked with engine and accessory equipment (e.g. exterior lights, air conditioner, audio and video equipment) ~~shut~~ powered off.

EXECPTION: The generator may ~~ONLY~~ be used between the hours of 8:00

a.m. and 8:00 p.m. while loading or unloading the vehicle.

~~3.10.5.~~2.7.4. Extensions such as slide-outs, tilt-outs, and awnings must be closed. Steps must not block the sidewalk.

~~3.10.6.~~2.7.5. RV or VUFR may not be attached to any external power supply.

~~3.10.7.~~2.7.6. Leveling jacks, if used, must include a base plate sufficient to prevent damage to pavement.

2.7.7. No animals or children are to be left unattended on or within any RV or VUFR at any time.

2.7.8. Non-resident RV Parking

~~3.10.8.~~2.7.8.1. Non-residents may not park their RV or VURF on any Trust street for more than seventy-two (72) hours. No one may live in an RV overnight on Trust property.

## ~~3.11.~~2.8. "FOR SALE" SIGNS

"For Sale" signage shall not be displayed on any vehicle on Trust property.~~TRUST PROPERTY.~~

## ~~3.12.~~2.9. REPAIRS

Vehicles may not be rebuilt or rehabilitated, major service may not be performed, and fluids may not be changed on any Trust property. ~~TRUST PROPERTY.~~

## ~~3.13.~~ 2.10. WASHING

~~All washing of vehicles must be done~~ Vehicle washing activity must take place at the car and RV washing areas behind Clubhouse 2 (Two). ~~Vehicles must have~~ The vehicle must be owned by the shareholder and possess a GRF decal.

Non-residents may not use the vehicle washing facilities. ~~EXCEPTION: NON-RESIDENTS shall not be permitted to wash their vehicle anywhere on TRUST PROPERTY.~~

## ~~4.~~3. TRUST PROPERTY PARKING AREAS

### ~~4.1.~~3.1. CLUBHOUSE ONE

~~4.1.1.~~3.1.1. Parking next to the Wood Shop is prohibited between 11:00 p.m. and 7:00 a.m.

~~4.1.2.~~3.1.2. Parking is prohibited between 11:00 p.m. and 7:00 a.m. in the spaces on the west side of the clubhouse (Burning Tree).

~~4.1.3.~~3.1.3. Parking is permitted up to ~~72 (~~seventy-two~~)~~ (72) hours in the lot across from the clubhouse next to the golf course.

### ~~4.2.~~3.2. CLUBHOUSE TWO

~~4.2.1.~~3.2.1. Parking next to the Wood Shop and car wash is prohibited between 11:00 p.m. and 7:00 a.m.

~~4.2.2.~~3.2.2. Parking is prohibited between 11:00 p.m. and 7:00 a.m. in the spaces on the east side of the clubhouse (El Dorado).

~~4.2.3.~~3.2.3. Parking is permitted up to ~~72 (~~seventy-two (72)~~)~~ hours in the lot between the clubhouse and the RV lot.

### ~~4.3.~~3.3. CLUBHOUSE~~S~~ THREE & FOUR

~~4.3.1.~~3.3.1. Permit Parking

The three (3) approved locations within the Clubhouse 4 (four) parking lot are for temporary RV and VUFR use, subject to the terms and conditions noted in this policy.

Available permit parking is limited. Spaces are allotted on a “first come first served” basis.

EXCEPTION:

The Radio Club Yellow Emergency Van

Innovative Cleaning Service Vehicles

**SECURITY** **AMEND**

## Parking Rules for Trust Property

~~4.3.2.~~3.3.2. Identification

All RVs and VUFRs must be registered with the Security Department and display the Parking Permit in order to park in the noted locations. If the RV or VUFR does not have a windshield, the identification must be placed on the king pin of a fifth wheel or the tongue of a trailer.

~~4.3.3.~~3.3.3. RVs and VUFRs

~~4.3.3.1.~~3.3.3.1. Shareholders/Members and Guests may park a RV or VUFR temporarily in the noted locations for the purpose of loading and unloading, and preparing the vehicle for travel or storage subject to these Rules and Regulations of the GRF.

~~4.3.3.2.~~3.3.3.2. Notification – Shareholders/Members and Guests must notify Security Department immediately when entering the community with their RV or VUFR. This notification is required in order to park temporarily for a term as follows:

~~4.3.3.3.~~3.3.3.3. Maximum Consecutive Nights

Shareholders/Members may park one (1) RV (and boat or trailer) or VUFR at a time temporarily in the approved location within the Clubhouse 4 (four) parking lot for a maximum of 21 (twenty-one) days at no charge. A second term will be allowed within twelve calendar months provided that the RV or VUFR has been out of the community for no less than one hundred eighty (180) days.

Guests may park one (1) RV (and boat or trailer) or VUFR at a time temporarily in the approved location within the Clubhouse 4 (four) parking lot for a maximum of 14 (fourteen) days at no charge. An additional 7 (seven) days are available with a fee. See section below. A second term will be allowed within twelve calendar months provided that the RV or VUFR has been out of the community for no less than one hundred eighty (180) days.

~~3.3.4~~3.3.3.4 In the event of an unexpected medical and or mechanical emergency the Security Chief, Deputy Security Chief or the Executive Director may grant a limited extension not to exceed 72 (seventy-two) hours.

EXCEPTION:

Watch Commander or Deputy Chief may grant extension until return of the Security Chief or Executive Director.

~~.3.5~~3.3.3.5. The Security Chief must make a monthly report of all permitted vehicles to the Security Bus and Traffic Committee (SBT).

~~.3.6~~3.3.3.6. Failure to comply may result in towing of the vehicle at the owner's expense.

3.~~4.~~3.4. Use of an RV or VUFR

3.4.3.4.1. Shareholder/Members and Guests may live in a RV or VUFR parked in the community for a maximum of seven (7) days. This includes sleeping, cooking or any other activities not associated with preparation of the vehicle for travel or storage.

3.4.3.4.2. No animal or child shall be left alone in a vehicle at any time.

~~4.3.5. Safety Requirements – All sections of the California Vehicle Code that are applicable to RVs and VUFRs shall be adhered to while parked in community.~~

~~4.3.6. Parking Fees for RV or VUFR~~

~~4.3.6.1. Shareholder/Member: First Twenty-one (21) days – No Charge.~~

~~4.3.6.2. Guest of Shareholder/Member:~~

~~There is no charge for the first fourteen (14) days.~~

~~The following seven (7) days will be charged at rate of $20.00 per day.~~

~~**4.3.6.3.** Payment will be collected by the Security Department at the time the Parking Permit is issued. Checks only. All other types of payments will be made at the Finance Department.~~

~~**4.3.6.4.** A second term will be allowed within twelve calendar months provided that the RV or VUFR has been out of the community for no less than one hundred eighty (180) days.~~

**~~4.4.~~3.4. BUILDING FIVE, CLUBHOUSE SIX, HEALTHCARE CENTER, ADMINISTRATION AND ALLEY**

No overnight parking is permitted.

EXCEPTIONS:

Security Vehicles;

CARE ambulances;

Pharmacy delivery vehicles; ~~and~~

Two (2) Healthcare Vehicles;

24 Hour Nurse;

HCC Golf Cart;

GRF Vehicles; and

~~Innovative cleaning service vehicles~~ Other approved vendors.

**~~4.5.~~3.5. AMPHITHEATER**

**~~4.5.1.~~3.5.1.** No Shareholder/member may park in any space marked for "Staff" or HCC ~~between the hours of 7am to 6pm, Monday to Friday~~ during regular business hours.

**~~4.5.2.~~3.5.2.** The parking space designated for the HCC 24-Hour Nurse may never be used by anyone else except that employee and the HCC Golf Cart.

**~~5.~~4. BICYCLES/TRICYCLES**

## Parking Rules for Trust Property

~~BICYCLES or TRICYCLES~~ Bicycles or tricycles may not be parked in any manner ~~interfering~~ that interferes with foot or vehicle traffic. Bicycles must be parked utilizing parking racks where provided. GRF bicycle racks are for the temporary parking of a bicycle. There is no overnight parking of a bicycle in a GRF bicycle rack. GRF is not liable for damaged, lost or stolen property.

Attended BICYCLES or TRICYCLES may be parked off pavement, but only in such a manner as to not ~~to~~ damage landscaping.

Parking on a sidewalk is prohibited.

## ~~6.~~5. TOWING

~~The Security Department will take steps to identify the owner and make contact. Failure to contact the vehicle owner shall not affect GRF's ability to tow any vehicle in violation of these rules or posted signage~~.

### ~~6.1.~~5.1. Immediate Towing Situation

A vehicle parked in either Red Zone "Fire Lane" or "Fire Hydrant."

### ~~6.2.~~5.2. Red Ticket Towing Notice

The vehicle has been issued a notice of parking violation., ~~and 96 hours have elapsed since the issuance of that notice.~~

## ~~7. DUE PROCESS~~

~~Due Process is a set of procedures of increasing stages of formality and associated additional costs to both parties.~~

### ~~7.1. Internal Dispute Resolution (IDR) Process~~

~~**7.1.1.** Person charged with the violation (Violator) can pay the fine. The citation has the fines for parking violations on the reverse side of the form.~~

~~**7.1.2.** The Violator has the right to contest the "rules violation" in writing to the Parking Rules and Violations Panel (PRV) within ten (10) business days of the date of the violation,~~

~~**7.1.3.** A hearing will be scheduled at the next monthly meeting of the PRV. Hearings will be scheduled once a month on the fourth Monday of the month at 9:00 am.~~

~~**7.1.4.** Violator may submit a response in writing within ten (10) business days of the violation to the PRV, if they are unable to attend the hearing.~~

~~**7.1.5.** The PRV must be notified ten (10) business days prior to the hearing if interpreter's services are needed and the language required.~~

~~**7.1.6.** Shareholder/Members will be notified in writing of the results of the~~

~~hearing within 15 business days.~~

~~**7.2. Notice of Hearing**~~

~~The written RULES VIOLATION NOTICE (Citation) serves as written notice of the violation and hearing (Civ. Code §5855). The following items will be set forth in the written Violation of Rules:~~

~~**7.2.1.** Description of violation, including time of violation and location and possible penalties (including possible monetary penalties); and~~

~~**7.2.2.** Hearing date, time, and location of Hearing.~~

~~**7.3. Notice Handout**~~

~~This document supplements the Citation and must contain the following:~~

~~**7.3.1.** The date, time, and place of the hearing;~~

~~**7.3.2.** The nature of the alleged violation (including the date/time and location) for which a member may be disciplined;~~

~~**7.3.3.** A statement that the member has a right to attend the hearing and present evidence. (Civ. Code §5855(b).);~~

~~**7.3.4.** Notification that a "Failure to Respond" will acknowledge acceptance of the violation and the corresponding fine may be imposed; and~~

~~**7.3.5.** A section to indicate the need for an interpreter and the language requested. The PRV must be notified at least ten (10) business days prior to the hearing if the Shareholder/member will bring an interpreter.~~

~~**7.4. Extensions**~~

~~The Shareholder/Member may request one extension of the panel hearing under these following circumstances:~~

~~**7.4.1.** An extension of Hearing date at least 48 (forty-eight) hours prior to the scheduled PRV hearing with no explanation;~~

~~**7.4.2.** An extension for medical, health or family issues;~~

~~**7.4.3.** The written notification to the PRV panel that the Violator is bringing a lawyer. This will require a minimum 30-day extension to insure PRV attorney will be present, or~~

~~**7.4.4.** A second extension may be granted by the PRV.~~

~~**7.5. PRV Hearing**~~

~~**7.5.1.** Defense - The Shareholder/Member has the right to examine and refute evidence. The photos may be viewed in the Security Office by appointment. The Security Department will have a representative~~

present to explain all relevant information and evidence. This may include questions during the hearing. Members also have the right to submit their defense in writing rather than make an appearance before the PRV. (Corp. Code §7341(c)(3).)

**7.5.2.** Lawyers - The Shareholder/Member has a "right" to bring a lawyer to represent them in an IDR hearing. The Shareholder/Member must provide a 30-day written notification to the Panel. The Shareholder/Member may bring an Observer or interpreter.

**7.5.3.** The Panel Session is a closed meeting. Hearings will be held in executive session. The Shareholder/Member may request an open hearing.

**7.5.4.** If the Shareholder/Member does not appear at the scheduled meeting without prior notification to the Panel, this will be accepted as agreement by the Shareholder/Member of the validity of the violation and the appropriate fine may be assessed.

**7.6. Post-Hearing Due Process**

**7.6.1.** Findings - The PRV panel shall make "findings" to support the panel's decision regarding the alleged violation. Findings may allow for vacating the citation.

**7.6.2.** The fine is reasonable and rationally related to the operations of the association. The session will include violation number and results of hearing.

**7.6.3.** Notice of Decision. Notice of the panel's decision must be given by first-class mail within 15 business days following the PRV's decision (Civ. Code §5855(c); Corp. Code §7341(c)(2).) The letter of decision shall include the panel's findings.

**7.7. The PRV Panel**

**7.7.1.** GRF must have a published enforcement policy in place as required by law.

**7.7.2.** Panel will meet on the 4th Monday of each month at 9:00 a.m. in Administration Conference Room A.

**7.7.3.** A second meeting will be scheduled if the volume of hearing requests is too large; it will meet on the 4th Wednesday at 1:00 p.m. in Conference Room B.

EXCEPTION:

**7.7.3.1.** Contractors will be adjudicated by the Facilities Director.

**7.7.3.2.** Health Care Center (HCC) employees will be adjudicated by HCC management.

**SECURITY** **AMEND**

## Parking Rules for Trust Property

~~**7.7.3.3.** GRF employees will be adjudicated by GRF Human Resources Department.~~

**Document History**
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**SECURITY**

**AMEND**

## Golf Cart and Low Speed Vehicle Rules

The following Parking Rules and Regulations are strictly enforced and are applicable to all **Golf Carts** and **LSVs**.

~~**1. DEFINITION:**~~

~~**1.1. "LW"** as used herein means any Trust Property managed by the Golden Rain Foundation (GRF).~~

~~**1.2. "RESIDENT"** as used herein means any Member, qualified permanent resident or co- occupant.~~

~~**1.3. "VISITOR"** as used herein means any person who is not a "RESIDENT" as listed above.~~

~~**1.4. "GOLF CART"** means a vehicle having not less than three wheels in contact with the ground, having an unloaded weight of less than 1,300 pounds, which is designed to be operated at no more than 20 mph, and has a maximum width of 48".~~

~~**1.5.** "**LSVs"** means a vehicle similar to and including a gem car, which is designed to travel in excess of 20 MPH with a maximum speed of 25 MPH.~~

~~**1.6. ALTERNATIVE DISPUTE RESOLUTIONS (ADR)**~~
~~A method of resolving disputes other than by litigation involving a neutral third party pursuant to Civil Code Sections 5925-5965. See Policy 1927-37 Section 7.~~

~~**1.7 PARKING RULES VIOLATION PANEL (PRV)** The GRF Board of Directors (BOD) has established a committee consisting of a facilitator (the GRF Vice President), three (3) GRF directors and an alternate as may be designated from time to time by the BOD and assigned to meet on a rotating schedule to hear Shareholder/Member disputes regarding Parking RULES VIOLATIONS NOTICES issued by Security Department. See Policy 1927-37 Section 7~~

~~**1.8 RULES VIOATIONS NOTICES (CITATION)**~~
~~A written notification of a violation of GRF parking policies placed on the violating vehicle. This information is forwarded to the related mutual president.~~

**SECURITY**

**AMEND**

**Golf Cart and Low Speed Vehicle Rules**

## ~~2.~~1. APPLICABILITY OF REGULATIONS:

~~2.1.~~1.1. A RESIDENT is not required to have a driver's license to operate a GOLF CART or LSV in LW.

~~2.2.~~1.2. Any VISITOR driving a GOLF CART or LSV in LW must have a valid driver's license, be ~~over (eighteen) 18~~sixteen (16) years of age or older and be accompanied by a RESIDENT.

## ~~3.~~2. DECAL REQUIREMENTS:

~~3.1.~~2.1. All GOLF CARTs and LSVs must have a valid decal to be parked on Trust Property at any time.

~~3.2.~~2.2. All VEHICLES, including GOLF CARTs and LSVs must have a valid annual decal issued by the Security Department displayed on the vehicle. The RESIDENT must be present at issuance ~~issuant~~ of the decal. The following items must be presented:

~~3.2.1~~2.2.1 GRF ID card; and

~~3.2.2~~2.2.2 A homeowner;s i~~I~~nsurance policy.

## ~~4. PARKING:~~

~~For the purpose of identifying parking limitations and fines see Policies 1927-37.~~

**Document History**
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