

GOLDEN RAIN FOUNDATION**COMMITTEE CHARTER****Physical Property Committee**

Pursuant to state statute (**Corp. Code §7210; Corp. Code §7212(c)**) and Article VI, Section 1 of the Bylaws of the Golden Rain Foundation (GRF), the Board of Directors (BOD) hereby establishes the Physical Property Committee (PPC) and grants to the Committee authority specifically stated within the GRF governing documents, and policies as granted by the BOD or as stated within this policy.

In accordance with Article VIII of the Bylaws, committee chair and members shall be appointed by the GRF President and approved by action of the BOD in accordance with Policy 5100-30.

1. PURPOSE:

Oversee the operations of the Physical Property and Service Maintenance Departments.

2. DUTIES:

- a. Publish an agenda four (4) days in advance of Committee meeting;
- b. Elect a Vice-Chair at the first meeting;
- c. Meet with the PPC staff at least monthly or whenever such meetings are deemed necessary, unless canceled by the Chair;
- d. Review monthly budget comparison for cost centers 70, 74, 75 and 79;
- e. Committee responsibilities include, but are not limited to: all community infrastructure and related areas.
- f. Analyze requests from various sources within the community that are within the purview of the BOD;
- g. Oversee services provided to the GRF and Mutual Corporations in the areas of Service Maintenance and Inspection;
- h. Act as coordinating committee on construction and service bids;
- i. Assist the BOD in understanding the compliance with any contracts relating to PPC;
- j. Quarterly review of all contracts related to the PPC.
- k. Initial approval and recommendation to the Finance Committee of the annual budget for cost centers 70, 74, 75 and 79 including Capital requests and upcoming Reserve replacements;
- l. Review policies for cost centers 70, 74, 75 and 79. Send recommended changes to the BOD for approval no later than the May meeting; and
- m. Chair must furnish a report at the GRF Annual meeting.

3. LIMITATIONS:

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COMMITTEE CHARTER

Physical Property Committee

It is to be recognized that the function of the Committee is to act in an advisory and consulting capacity.

Regulatory or supervisory activities affecting employed personnel are functions of Management and not to be encroached upon by any Committee Chairperson or member, either individually or collectively.

Committee does not have the authority to enter into written contracts or oral agreements with any third parties on behalf of the GRF BOD. Authority to authorize contracts and/or expenses rests solely with the BOD.

Policy:

Adopted: 11 Jul 69
Amended: 15 Dec 76
Amended: 15 Oct 85
Amended: 15 Jul 86
Amended: 19 Mar 96
Amended: 15 Mar 11
Amended: 21 June 16
Amended: 23 May 17

GOLDEN RAIN FOUNDATION

Seal Beach, California