



Security, Bus and Traffic Committee

Agenda

Administration Conference Room

Wednesday, May 11, 2016

1:00 p.m.

1. Call to Order/Pledge of Allegiance
2. Roll Call/Notice of Quorum
3. Chair's Announcements
 - a. Introduction of Guests and Staff
 - b. Rules of Order
 - c. Chair's Report
4. Approval of Minutes of April 13, 2016 (pp.1-10)
5. Shareholder/Member Comments – Any Item (*Limited to 3 minutes per person*)
6. Correspondence
 - a. Margie Meigs - Enforcement (pp.11-14)
7. New Business
 - a. Approve SB&T Committee Charter (pp.15-16)
8. Old Business
 - a. Bus Service Expansion - Update
 - b. Vehicle Identification Policy – Update
 - c. Policy 1927-37, Parking
9. Staff Reports
 - a. Security Chief
 - i. Budget Variance Report Cost Center 37, Security (pp.17-19)
 - b. Fleet Manager
 - i. Budget Variance Report Cost Center 38, Transportation (pp.20-21)
 - ii. Air Condition on Buses - Update
 - c. Executive Director
10. President's Comments
11. Committee Member Comments
12. Next Meeting – To Be Determined
13. Adjournment



SECURITY, BUS & TRAFFIC COMMITTEE MINUTES

April 13, 2016

The regular meeting of the Security, Bus & Traffic Committee was called to order by Chair McGuigan at 1:00 p.m. on Wednesday, April 13, 2016, in the Administration Conference Room, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mr. S. McGuigan, Chair Mrs. M. Wood, Vice Chair
Mrs. M. Dodero Mr. P. Moore
Ms. M. Greer Ms. R. Winkler, Ex-officio
Mr. P. Pratt

Absent: Mr. T. Bolton

Also Present: Mr. R. Ankeny, Executive Director
Mr. J. Guerrero, Security Chief
Mr. A. Cabrera, Deputy Chief
Mrs. M. McAuley, Recording Secretary
Mr. G. Winford, Fleet Manager
Ms. S. Massa-Lavitt, Mayor of Seal Beach
Mr. R. Stone, GRF Representative, Mutual One
Ms. P. Snowden, GRF Representative, Mutual Two
Mrs. J. Reed, GRF Representative, Mutual Four
Mrs. C. Damoci, GRF Representative, Mutual Twelve
Mr. B. Lukoff, GRF Representative, Mutual Fourteen
Nine Shareholders

INTRODUCTION OF GUESTS AND STAFF

The Chair welcomed all in attendance and introduced staff.

QUORUM OF THE BOARD

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 Transportation 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 comment period, not to exceed four minutes, as set forth in Policy 5610, Participation by Foundation Members. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes in May.

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

RULES OF ORDER

The Chair reviewed the meeting rules and asked that courtesy and respectfulness be acknowledged at all times. Please remember to turn off your cell phones.

MINUTES

The regular meeting minutes of March 9, 2016 were approved as written.

SHAREHOLDER/MEMBER COMMENTS

Two Shareholder/Members commented on items pertaining to the agenda.

CORRESPONDENCE

The Committee members and Staff reviewed and discussed two pieces of correspondence received.

NEW BUSINESS

Replacement of Generator (Reserves) at the Main Gate

Mr. Moore MOVED, seconded by Mrs. Dodero and carried unanimously –

TO approve the purchase and installation of a replacement generator from Northern Tools and California Generator at a cost not exceed \$6,000 dollars and submit a request for funding from the Reserve Account to the Finance Committee.

Proposed Bus Route

Mr. Pratt and the Fleet Manger provided a presentation on a proposed bus route.

After discussion, Mr. Pratt MOVED, seconded by Mr. Moore and carried unanimously

TO recommend the GRF BOD approve the modifications (phase one) to the Golden Rain Foundation Minibus services, effective July 1, 2016.

Air Conditioning For Buses

Mr. Moore MOVED, seconded by Mr. Pratt and carried unanimously –

TO recommended the Finance Committee approve the funding and installation of transit A/C systems for five (5) Minibuses from PROAIR, LLC and the purchase and installation of window tinting on all Minibuses, for an amount not to exceed \$30,000.00, from Capital funds and then forward to GRF BOD for approval.

Recommendation to Physical Property Committee – Bus Bench

It was the consensus of the Committee to have the Executive Director forward this request to the Mutual Two Board.

Bus Service Expansion

Request was received for the bus route to Denny's to go by the shops that face Hampton Inn.

After discussion, the Committee concurred to test this on a request basis and provide an update at the next meeting.

OLD BUSINESS

Purchase of a New Repeater for Channel Four

Mrs. Greer MOVED, seconded by Mrs. Wood and carried unanimously –

TO approve the purchase and installation of a repeater for Channel Four from Bearcom Wireless at a cost not exceed \$5,000 dollars to match equipment currently used by the Foundation.

Policy 1927-37, Parking

Mr. Moore MOVED, seconded by Mrs. Dodero and carried unanimously –

TO recommend the GRF BOD adopt Policy 1927-37, Parking as stated in the March 9, 2016 SB&T Committee minutes.

REPORTS

Chief of Security

The Security Chief presented his report as attached. He also provided a summary on the monthly Security Report.

The Security Chief provided a brief overview of the Leisure World Pharmacy theft.

Fleet Manager

The Fleet Manager presented his report as attached.

Executive Director

The Executive Director reported 3 counterfeit passes had been confiscated.

PRESIDENT'S REPORT

The President spoke on the Seal Beach Police Department (SBPD) patrolling in the Community.

COMMITTEE MEMBER COMMENTS

Committee members comment on SBPD patrolling in the Community and the proceedings of the meeting.

ADJOURNMENT

The meeting was adjourned at 3:21 p.m.

Steven McGuigan, Chair
SECURITY, BUS & TRAFFIC COMMITTEE
mmm: 05.6.16

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE SB&T COMMITTEE
MEETING ON APRIL 13, 2016.**

MOTIONS:

- By unanimous consent, the Chair declared the reading of the quorum notification to be dispensed with;
- The regular meeting minutes of March 9, 2016 were approved as written;
- **TO** approve the purchase and installation of a replacement generator from Northern Tools and California Generator at a cost not exceed \$6,000 dollars and submit a request for funding from the Reserve Account to the Finance Committee;
- **TO** recommend the GRF BOD approve the modifications (phase one) to the Golden Rain Foundation Minibus services, effective July 1, 2016;
- **TO** recommended the Finance Committee approve the funding and installation of transit A/C systems for five (5) Minibuses from PROAIR, LLC and the purchase and installation of window tinting on all Minibuses, for an amount not to exceed \$30,000.00, from Capital funds and then forward to GRF BOD for approval;
- **TO** approve the purchase and installation of a repeater for Channel Four from Bearcom Wireless at a cost not exceed \$5,000 dollars to match equipment currently used by the Foundation;
- **TO** recommend the GRF BOD adopt Policy 1927-37, Parking as stated in the March 9, 2016 SB&T Committee minutes.

ACTION ITEMS

- Recommendation to Physical Property Committee – Bus Bench – It was the consensus of the Committee to have the Executive Director forward this request to the Mutual Two Board;
- Bus Service Expansion – Request was received for the bus route to Denny's to go by the shops that face Hampton Inn. After discussion, the Committee concurred to test this on a request basis and provide an update at the next meeting.

Budget Variance Report - March 2016 Security Department - CC 37

<u>GL Code</u>	<u>Account Description</u>	<u>Variance</u>	<u>Explanation</u>
6100000	Salaries & Wages	1,673	Conservative use of overtime
6142000	Workers Compensation	17,261	Annual budget being greater than the actual premiums for the year plus a refund from 2015
6143000	Group Insurance - Medical	(2,665)	Managed by H.R. Department
6144000	401K Match	1,456	Reduced enrollment
6410000	Office Supplies	1,579	Conservation efforts to reduce usage
6410020	Equipment Expense	3,324	Conservation efforts to reduce usage
6472000	Equipment Repair and Maintenance	(1,152)	Repairs to patrol unit 655

Total Explained Variances	<u>21,476</u> Dollars
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04/06/2016
4:39 PM

1020 Golden Rain Foundation
Budget Comparison - GRF
03/31/2016

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P.O. Box 2069
Seal Beach CA 90740

Mar Actuals	Mar Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget
102.035	106,244	4,209	6100000 37	Expenses - Security				
11.058	11,343	285	6140000 37	Salaries & Wages - Security	300,459	302,132	1,673	1,219,318
10.084	13,217	3,133	6142000 37	Employment Taxes - Security	33,814	33,673	(141)	115,217
3,857	2,972	(885)	6143000 37	Workers' Compensation - Security	22,390	39,651	17,261	123,100
74	46	(28)	6143300 37	Group Insurance - Medical - Security	11,571	8,916	(2,655)	35,664
46	37	(9)	6143500 37	Group Insurance - Dental - Security	235	138	(97)	552
1,020	1,516	496	6144000 37	Group Insurance - Vision - Security	146	111	(35)	444
113	101	(12)	6145000 37	401(k) Match - Security	2,856	4,312	1,456	17,405
93	117	24	6146000 37	Group Insurance - Life - Security	356	303	(53)	1,212
0	160	160	6211000 37	Long Term Disability Insurance - Security	292	351	59	1,404
375	750	375	6212000 37	Continuing Education - Security	150	480	330	1,900
0	10	10	6214000 37	Employee Exams - Security	1,230	2,125	895	8,375
0	33	33	6215000 37	Meals & Special Events - Security	0	30	30	120
839	721	(118)	6217000 37	Mileage - Security	16	103	87	400
539	1,042	503	6410000 37	Uniforms & Laundry - Security	2,208	2,160	(48)	8,649
49	83	34	6410005 37	Office Supplies - Security	1,543	3,122	1,579	12,500
383	250	(133)	6410010 37	Building Supplies - Security	126	253	127	1,000
30	0	(30)	6410015 37	Hospitality - Security	1,102	750	(352)	3,000
322	1,500	1,178	6410020 37	Computer Supplies - Security	363	200	(163)	500
452	83	(369)	6410030 37	Equipment Expense - Security	1,176	4,500	3,324	18,000
915	1,061	146	6420100 37	Printer / Copier Supplies - Security	1,178	253	(925)	1,000
476	534	58	6422000 37	Electricity - Security	2,512	3,058	546	13,508
81	47	(34)	6425100 37	Telephone - Security	1,289	1,602	313	6,410
120	121	1	6444000 37	Natural Gas - Security	555	194	(361)	817
428	63	(365)	6471000 37	Equipment Rental - Security	361	361	0	1,450
1,703	400	(1,303)	6472000 37	Building Repair & Maintenance - Security	208	188	(20)	750
55	35	(20)	6477210 37	Equipment Repair & Maintenance - Security	2,352	1,200	(1,152)	5,000
245	165	(80)	6478000 37	Pest Control - Security	125	105	(20)	420
525	500	(25)	6482000 37	Service Contracts - Security	572	495	(77)	1,975
0	0	0	6483000 37	Dues, Memberships & Books - Security	1,750	1,500	(250)	6,000
0	83	83	6951000 37	Propane - Security	0	250	250	500
				Non-Budgeted Exp for Committee - Security	0	253	253	1,000
135.920	143,234	7,314		Total Expenses	390,934	412,769	21,835	1,607,590
133.966	133,966	0	5330000 37	Income / Refund from Mutuals - Security	401,898	401,896	2	1,607,590
133.966	133,966	0		Total Cost Recovery	401,898	401,896	2	1,607,590
				Off Budget Items				
(1,954)	(9,268)	7,314		Net Income / (Expense)	10,964	(10,873)	21,837	0

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Budget Variance Report - January 2016

Transportation - CC 38

<u>GL Code</u>	<u>Account Description</u>	<u>Variance</u>	<u>Explanation</u>
6100000	Salaries & Wages	528	Labor Hours Not Used YTD
6142000	Workers Compensation - Transp	1,058	Premiums are less than budgeted and credit received
6410000	Shop/Office Supplies	1,196	Budgeted Funds Used Less in January YTD
6472100	Equip Repair & Maint - Minibus	1,182	Repair Invoices for January YTD received at end of month
6483000	Heating Propane	(103)	Colder Weather than expected
6483105	Gasoline - Transportation	12,500	Gasoline not Purchased Monthly / January YTD

Total Explained Variances

16,361

Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance
Expenses - Transportation				
6100000 38	Salaries & Wages - Transportation	68,024	67,725	(299)
6140000 38	Employment Taxes - Transportation	7,227	7,302	75
6142000 38	Workers' Compensation - Transportation	4,158	8,930	4,772
6143000 38	Group Insurance - Medical - Transportati	5,530	5,944	414
6143300 38	Group Insurance - Dental - Transportati	138	116	(22)
6143500 38	Group Insurance - Vision - Transportati	73	74	1
6144000 38	401(k) Match - Transportation	1,423	1,039	(384)
6145000 38	Group Insurance - Life - Transportation	158	176	18
6146000 38	Long Term Disability Insurance - Transpo	144	206	62
6211000 38	Continuing Education - Transportation	0	0	0
6212000 38	Employee Exams - Transportation	750	500	(250)
6214000 38	Meals & Special Events - Transportation	0	20	20
6215000 38	Mileage - Transportation	0	20	20
6217000 38	Uniforms & Laundry - Transportation	1,267	1,234	(33)
6410000 38	Office Supplies - Transportation	606	2,054	1,448
6410005 38	Building Supplies - Transportation	0	114	114
6410010 38	Hospitality - Transportation	7	20	13
6410015 38	Computer Supplies - Transportation	0	20	20
6410022 38	Tool Expense - Transportation	477	250	(227)
6410030 38	Printer / Copier Supplies - Transportati	0	20	20
6472000 38	Equipment Repair & Maintenance - Transpo	254	1,004	750
6472100 38	Equipment Repair & Maint - Minibus - Tra	2,029	2,400	371
6478000 38	Service Contracts - Transportation	291	300	9
6482000 38	Dues, Memberships & Books - Transportati	0	20	20
6483000 38	Propane - Transportation	585	300	(285)
6483100 38	Propane - Minibus - Transportation	3,341	4,000	659
6483105 38	Gasoline - Transportation	0	12,500	12,500
6484000 38	Permits & Licenses - Transportation	0	0	0
	Total Expenses	96,483	116,288	19,805
5330000 38	Income / Refund from Mutuals - Transport	115,544	115,542	2
	Total Cost Recovery	115,544	115,542	2
	Off Budget Items			
	Net Income / (Expense)	19,061	(746)	19,807

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

For Cost Center 38 there is a total positive variance of \$19,807 through the month of February 2016. The major variance is due to the following:

CC	GL Code	Account Description	Variance	Explanation
38	6142000	Workers Compensation-Transportation	8,930	Premiums are less than budgeted and credit received
38	6410000	Office (Shop) Supplies	1,448	Less than budgeted
38	6483105	Gasoline-Transportation	12,500	Gasoline not purchased in Jan. or Feb
		Total Explained Variances	22,878	

MEMORANDUM

TO: MARK WEAVER, COMMUNITY FACILITY DIRECTOR
FROM: GRANT WINFORD, FLEET MANAGER
SUBJECT: MINIBUS MONTHLY REPORT MARCH 2016
DATE: 4/6/16
CC: FARA QUIRIN

MARCH 2016

TOTAL PASSENGERS: 4630 (5850) INC. ACCESS & T.J.'s

DAILY AVERAGE MON-FRI: 172

2015 YEAR TO DATE: 13146 (15655) INC. ACCESS & T.J.'s

PASSENGER TOTALS BY ROUTES FOR THE MONTH

<u>AM-BUS</u>	<u>A-BUS</u>	<u>B-BUS</u>	<u>C-BUS</u>	<u>D-BUS</u>	<u>PM-BUS</u>
112	856	1103	919	1148	492

PASSENGER AVERAGE PER WEEKDAY BY ROUTE

<u>AM-BUS</u>	<u>A-BUS</u>	<u>B-BUS</u>	<u>C-BUS</u>	<u>D-BUS</u>	<u>PM-BUS</u>
5	37	48	40	35	7

THE ACCESS W/C BUS MADE 509 ONE WAY TRIPS FOR A DAILY AVERAGE OF 18 TRIPS PER DAY. THE ACCESS BUS PICKED UP 692 PASSENGERS IN THE MONTH OF MARCH.

THE WEDNESDAY BUS TO TRADER JOE'S PROVIDED RIDES FOR 200 PASSENGERS ON 5 WEDNESDAYS IN THE MONTH OF MARCH.

Marisa McAuley

From: Randy L. Ankeny
Sent: Thursday, April 28, 2016 1:25 PM
To: Marisa McAuley
Cc: Steven McGuigan; President GRF; Jaime Guerrero; Al Cabrera
Subject: Randy Ankeny - FW: Fire Lane Enforcement/Relationship with GRF Security

Marisa

Please place the following email on the agenda under correspondence of the SBTC, this will also be placed on the PPC agenda under correspondence, but due to the nature of the email I feel both committees should be noted.

Randy Ankeny
Executive Director
Golden Rain Foundation
PO Box 2069, Seal Beach, CA 90740



☎ (562) 431-6586, ext. 312 | ✉ randya@lwsb.com | 🌐 www.lwsb.com

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From: MARGIE MEIGS [mailto:mmeigs@lwsb.com]
Sent: Thursday, April 28, 2016 1:09 PM
To: Randy L. Ankeny <randya@lwsb.com>; Ronde Winkler <rwinkler@lwsb.com>
Cc: SGT Michael Henderson
Subject: Fwd: Fire Lane Enforcement/Relationship with GRF Security

PLEASE PLACE THIS CORRESPONDENCE IN THE NEXT GRF AGENDA PACKETS

Randy and Ronde,

My most recent concern with the fire lane on Golden Rain Road was a conversation that a shareholder had with an officer Muniz of the Seal Beach Police Department who had told her something to the effect that he was being paid to sit at the corner of El Dorado and Golden Rain to wait for vehicles to "park" on Golden Rain Road. He further stated that he could not cite drivers for any other offenses, such as running the stop sign which is done with regularity.

As a resident on Golden Rain Road, I was concerned by this encounter and called to check it out. I typed out a letter which I took to the Seal Beach Police Department addressed Chief Joe Stilinovich. At that time, there was no one there that could answer my questions. On Thursday afternoon, however, I received a telephone call from SGT Henderson who was able to allay the fears of the affected residents.

Golden Rain Road does not have the only "red curb" in Leisure World, nor is it the only "Fire Lane." If the SBPD were here only to monitor parking on Golden Rain Road, they would be wasting their assets. SGT Henderson, however, assured me that this was not the case and sent the e-mail answer, "Glad to be of help" on Tuesday, April 26.

At the time I received his reply, I was unaware of Ronde Winkler's remarks at the Seal Beach City Council meeting the evening before which may be viewed at: <http://sealbeachca.suiteonemedia.com/web/Player.aspx?id=557&key=-1&mod=-1&mk=-1&nov=0> if you were not present to hear her remarks, please watch her short video on the Seal Beach website. Apparently, she does not have a copy of this recent agreement with the SBPD - is there actually a written agreement? What she is asking the SBPD to do (to "cruise" Golden Rain Road two or three times a day to catch "violators") is not what SGT Henderson had explained.

The residents had attended a town hall meeting several years ago and determined that having the SBPD take over the role of security and had a price tag of around \$250,000 was not financially feasible. In her comments, Ms. Winkler intimated that this type of policing by the SBPD is in our future.

Many of our resident calls to Security are for things other than traffic violations and criminal activity. They are for lock-outs, wellness checks, trips and falls and many other things. These calls need to be screened out and not go directly to the SBPD.

As far as designation of fire lanes in our community, Golden Rain Road is too narrow to be a designated fire lane - it was found to be too dangerous for bicycles who now share the sidewalk with pedestrians! - the pamphlet that we are referred to is OCFA Guide B09 Fire Master Plans for Commercial and Residential Development which makes it clear that the only reason Golden Rain Road was designated as a fire lane was because it was remodeled or reconstructed. Prior to that time, it had never been a fire lane and had even had two lanes of traffic.

As far as we know, other than the occasional side-swipe, there have been no major accidents on Golden Rain and there has never been a time when fire apparatus has not been able to get through. If I am wrong on this, please let me know when and where these accidents were.

I feel that our time and money could be spent in better pursuits than filling the coffers of the city of Seal Beach.

Margie Meigs
Mutual 2, 55
562-493-7970

----- Forwarded message -----

From: **Michael Henderson** <MHenderson@sealbeachca.gov>
Date: Tue, Apr 26, 2016 at 10:24 AM
Subject: Re: Fire Lane Enforcement/Relationship with GRF Security
To: MARGIE MEIGS <margiem@sealbeachca.gov>

Glad to be of help.

Sent from my iPhone please excuse any errors

On Apr 24, 2016, at 3:20 PM, MARGIE MEIGS

<margiem@sealbeachca.gov> wrote:

----- Forwarded message -----

From: MARGIE MEIGS <margiem@sealbeachca.gov>

Date: Sun, Apr 24, 2016 at 3:14 PM

Subject: Fire Lane Enforcement/Relationship with GRF Security

To: mhenderson@sealbeach.ca.gov<<mailto:mhenderson@sealbeach.ca.gov>>

Cc: Randy Ankeny <randya@lwsb.com><<mailto:randya@lwsb.com>>>

Sgt, Henderson,

My husband and I purchased a unit facing Golden Rain Road as did most of the other residents on the road, in part, for its location and the ability to load and unload at our front doors. The "battle" with security over our ability to load and unload has been an issue now for several years.

The recent letter I delivered to Mr. Stilinovich was in response to comments said to have been made by an Officer Muniz to a resident the other evening. I am glad that you were able to settle our "fears" by assuring us that the SBPD is not providing a patrol car to sit at the intersection of El Dorado and Golden Rain only to cite "illegally parked vehicles in the fire lane."

In the years we have lived here, we have not seen vehicles parked for long times (other than delivery vehicles) on Golden Rain Road. Parking has never been a problem. Unless I am mistaken there has never been an occasion when emergency vehicles have been unable to reach a specific residence due to parked vehicles.

Golden Rain Road is narrow, too narrow to be designated a fire lane. The only time the road has been blocked was once just after the new rules were put in, a vehicle broke down on Golden Rain Road and security pulled up behind them in the early morning. Vehicles can break down anywhere and cause traffic snarls, but can be pushed out of the way in the event of an emergency. Luckily, this doesn't happen often even on the freeways.

A "Traffic Study" was completed on July 3, 2013 and amended on August 21, 2013 which suggested that Golden Rain Road which has always been two lanes in each direction with a variety of curb colors over the years was to be changed to one-lane in each direction, designated as a "Fire Lane," and found to be too dangerous for bicycles to vehicles to "mix on the roadway."

Golden Rain Road was repaved in the spring of 2014 and, after the curb had been replaced, it was painted red and the words "NO PARKING - FIRE LANE" were stenciled on the curb in addition to the signs that were already posted in accordance with CVC 22500.1 which uses the word "or" in selecting the manner of designation of a fire lane. Residents whose units are closest to Golden Rain Road continued to use the street as they always had to load and unload and then move their vehicles to assigned parking. Additionally, Golden Rain Road was used by the Leisure World bus, Meals on Wheels, delivery services such as FedEx and UPS, the pharmacy and others to make deliveries.

The first time I personally had a problem was with a resident "vigilante." who came up to the open window of my car while I was stopped with the motor running on Golden Rain Road and reached inside the vehicle. I have attached a copy of that incident letter (November 2, 2014) that I sent to Mr. Randy Ankeny.

On July 11th, I had another encounter with this "vigilante," after I had received a call from a neighbor to help her on El Dorado Road. At that time, we were both on foot and I was barefoot and recovering from surgery. A Seal Beach police officer did respond to the incident but no action was taken nor do we wish action to be taken at this point.

I have also attached "Fire Lane Enforcement" which was given to a neighbor by a security guard to "scare" residents into compliance. It is reflective of the relationship that the security department has established with the residents (the woman is a recent widow in her 80s with a hip problem).

Lastly, I have attached the most recent flyer being handed out to our guests that was given to a guest coming to pick up my husband at 5:40 p.m on a Monday evening when he had waited on Seal Beach Blvd. for a "long time" to reach the gate. Use of words such as "unwanted" and "unauthorized" serves to demonstrate the "welcoming" environment at the front gate.

I am not alone in my concern over Golden Rain Road. Along with the other residents living on this stretch of road, we planned to live here for a long time and want this community to be the one that we selected for our retirement years. We viewed it as "home" until the "red curb" issue first came to light.

We are not law-breakers and we do not want to have a security force that assumes that we are the bad guys. We had viewed security as one of the positive reasons for living in this community. We are probably the last of the generation that was taught in school that policemen are our friends! So thank you for being our friend. They say a teaspoon of honey goes a long way.

Sincerely,

Margaret Meigs
562-493-7970<tel:562-493-7970>
1402 Golden Rain Road, #55H

<Vigilante2.JPG>
<Security's Latest.jpg>
<Chevy Encounter 11-2 Part II.docx>
<Incident12July2015.docx>
<FireLaneEnforcement.pdf>

This email has been scanned by the Symantec Email Security.cloud service.

GOLDEN RAIN OPERATIONS**COMMITTEE FUNCTIONS****AMEND****Security, Bus and Traffic Committee**

Pursuant to state statute (Corp. Code §7210; Corp. Code §7212(c)) and Article VII of the Bylaws of the Golden Rain Foundation (GRF), the Board of Directors (BOD) hereby establishes the Security, Bus and Traffic Committee (SB&T) 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 operation of the Security Department, Bus Service, Traffic and Parking enforcement.

2. DUTIES:

- a. Originate, research, evaluate and develop ideas, plans and programs which are pertinent to these specified areas;
- b. Receive and analyze pertinent requests from GRF Board members, Mutual Boards, Administrative Staff or Shareholder/Members;
- c. Be able and ready to act in an advisory capacity to the BOD and the Executive Director whenever called upon to do so;
- d. Study the adequacy of bus schedules, the acquisition and/or replacement of equipment;
- e. Implement the enforcement of the Community Vehicle Policies.
- f. Conduct studies and research in the area of parking on Trust property;
- g. Meet with the management of the Security Department, Bus services and Administration monthly or whenever such meetings are deemed necessary, unless cancelled by the chair;
- h. Elect a Vice-Chair at the first meeting;
- i. Publish an agenda four (4) days in advance of a Committee meeting;
- j. Initial approval and recommendation to the Finance Committee of the annual budget for cost centers 37 and 38, including Capital requests and upcoming Reserve replacements;

(Mar 11)

GOLDEN RAIN OPERATIONS**COMMITTEE FUNCTIONS****AMEND****Security, Bus and Traffic Committee**

- k. Review monthly budget comparison for cost centers 37 and 38;
- l. Review policies for cost centers 37 and 38 yearly and send recommended changes to the GRF BOD for approval; and
- m. Furnish a report at the GRF annual meeting.

3. LIMITATIONS:

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: 18 Jan 72
 Amended: 15 Dec 76
 Amended: 15 Oct 85
 Amended: 19 Mar 96
 Amended: 15 Mar 11
 Amended:

GOLDEN RAIN FOUNDATION

Seal Beach, California

(Mar 11)

Budget Variance Report - April 2016

Security Department - CC 37

<u>GL Code</u>	<u>Account Description</u>	<u>Variance</u>	<u>Explanation</u>
6100000	Salaries & Wages	4,300	Shift staffing shortages - candidates in process to fill shortages
6142000	Workers Compensation	20,394	Annual budget being greater than the actual premiums for the year plus a refund
6143000	Group Insurance - Medical	(2,378)	Enrollment greater than budgeted.
6144000	401K Match	1,411	Reduced enrollment
6410000	Office Supplies	1,950	Conservation efforts to reduce usage
6410020	Equipment Expense	3,518	Conservation efforts to reduce usage
6472000	Equipment Repair and Maintenance	(1,436)	Repairs to patrol unit 655

Total Explained Variances	<u>27,759</u> Dollars
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05/05/2016
12:31 PM

1020 Golden Rain Foundation
Budget Comparison - GRF
04/01/2016

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P.O. Box 2069
Seal Beach CA 90740

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Apr Actuals	Apr Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget
96,977	99,604	2,627	6100000 37	Expenses - Security				
10,291	10,716	425	6140000 37	Salaries & Wages - Security	397,436	401,736	4,300	1,219,318
10,084	13,217	3,133	6142000 37	Employment Taxes - Security	44,104	44,389	285	115,217
2,695	2,972	277	6143000 37	Workers' Compensation - Security	32,474	52,868	20,394	123,100
56	46	(10)	6143300 37	Group Insurance - Medical - Security	14,266	11,888	(2,378)	35,664
34	37	3	6143500 37	Group Insurance - Dental - Security	291	184	(107)	552
1,468	1,422	(46)	6144000 37	Group Insurance - Vision - Security	180	148	(32)	444
86	101	15	6145000 37	401(k) Match - Security	4,323	5,734	1,411	17,405
93	117	24	6146000 37	Group Insurance - Life - Security	442	404	(38)	1,212
108	160	52	6211000 37	Long Term Disability Insurance - Security	385	468	83	1,404
545	625	80	6212000 37	Continuing Education - Security	258	640	382	1,900
0	10	10	6214000 37	Employee Exams - Security	1,775	2,750	975	8,375
0	33	33	6215000 37	Meals & Special Events - Security	0	40	40	120
624	721	97	6217000 37	Mileage - Security	16	136	120	400
672	1,042	370	6410000 37	Uniforms & Laundry - Security	2,832	2,881	50	8,649
368	83	(285)	6410005 37	Office Supplies - Security	2,214	4,164	1,950	12,500
395	250	(145)	6410010 37	Building Supplies - Security	494	336	(158)	1,000
0	100	100	6410015 37	Hospitality - Security	1,497	1,000	(497)	3,000
1,307	1,500	193	6410020 37	Computer Supplies - Security	363	300	(63)	500
276	83	(193)	6410030 37	Equipment Expense - Security	2,482	6,000	3,518	18,000
867	961	94	6420100 37	Printer / Copier Supplies - Security	1,454	336	(1,118)	1,000
383	534	151	6422000 37	Electricity - Security	3,379	4,019	640	13,508
66	60	(6)	6425100 37	Telephone - Security	1,672	2,136	464	6,410
120	121	1	6444000 37	Natural Gas - Security	621	254	(367)	817
150	62	(88)	6471000 37	Equipment Rental - Security	482	482	0	1,450
683	400	(283)	6472000 37	Building Repair & Maintenance - Security	358	250	(108)	750
305	35	(270)	6477210 37	Equipment Repair & Maintenance - Security	3,036	1,600	(1,436)	5,000
117	165	48	6478000 37	Pest Control - Security	430	140	(290)	420
35	500	465	6482000 37	Service Contracts - Security	690	660	(30)	1,975
0	0	0	6483000 37	Dues, Memberships & Books - Security	1,785	2,000	215	6,000
210	0	(210)	6491000 37	Propane - Security	0	250	250	500
0	83	83	6951000 37	Miscellaneous Writeoffs - Security	210	0	(210)	0
				Non-Budgeted Exp for Committee - Security	0	336	336	1,000
129,014	135,760	6,746		Total Expenses	519,948	548,529	28,581	1,607,590
133,966	133,966	0	5330000 37	Income / Refund from Mutuals - Security	535,864	535,862	2	1,607,590
133,966	133,966	0		Total Cost Recovery	535,864	535,862	2	1,607,590
				Off Budget Items				
4,952	(1,794)	6,746		Net Income / (Expense)	15,916	(12,667)	28,583	0



MEMO

TO: RANDY ANKENY, EXECUTIVE DIRECTOR
FROM: JAIME GUERRERO, SECURITY CHIEF
SUBJECT: APRIL SECURITY REPORT
DATE: MAY 5, 2016
CC: GRF BOARD MEMBERS, MUTUAL PRESIDENTS,
 CAROL WELLER, MUTUAL ADMINISTRATION MANAGER
 JIM BREEN, GOLDEN RAIN NEWS

<i>April Monthly Reports</i>	<i>April 2016</i>	<i>April 2015</i>
• Death	17	17
• Fire	1	1
• Theft	7	7
• Vandalism	0	2
• Traffic Accident	10	7
• Lost Resident	3	8
• Incident	29	49
• Injury	14	5
• Paramedic	126	134
• Care	20	71

<i>Additional Statistics</i>	<i>April 2016</i>	<i>April 2015</i>
• Misc. Resident Services	1874	1847
• Decals Issued	341	452
• Lock Outs	97	82
• SB Police Department	123	141
• Citations*	243	283
Pet Citations*	4	
Traffic Citations*	239	
Residents Parking	101	Moving 26
Non-Resident Parking	100	Moving 10
GRF Employee Parking	0	Moving 0
LWHCC Parking	0	Moving 0
Contractors Parking	3	Moving 3
• Incoming Telephone Calls		16,806
• Incoming Vehicles Screened at Gates		261,106

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

For Cost Center 38 there is a total positive variance of \$30,104 through the month of March 2016. The major variance is due to the following:

CC	GL Code	Account Description	Variance	Explanation
38	6142000	Workers Compensation-Transportation	5,831	Premiums are less than budgeted and credit received
38	6410000	Office (Shop) Supplies	1,815	Usage is less than budgeted year to date
38	6472100	Equipment Repair & Maintenance	-3,077	Un budgeted repairs to bus suspensions
38	6483105	Gasoline-Transportation	25,000	Gasoline not purchased in Jan. or Feb. Mar
Total Explained Variances			29,569	

Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance
Expenses - Transportation				
6100000 38	Salaries & Wages - Transportation	104,897	104,457	(440)
6140000 38	Employment Taxes - Transportation	10,781	10,695	(86)
6142000 38	Workers' Compensation - Transportation	7,564	13,395	5,831
6143000 38	Group Insurance - Medical - Transportation	8,295	8,916	621
6143300 38	Group Insurance - Dental - Transportation	208	174	(34)
6143500 38	Group Insurance - Vision - Transportation	110	111	1
6144000 38	401(k) Match - Transportation	2,150	1,603	(547)
6145000 38	Group Insurance - Life - Transportation	237	264	27
6146000 38	Long Term Disability Insurance - Transportation	216	309	93
6211000 38	Continuing Education - Transportation	177	0	(177)
6212000 38	Employee Exams - Transportation	1,000	625	(375)
6214000 38	Meals & Special Events - Transportation	0	30	30
6215000 38	Mileage - Transportation	0	30	30
6217000 38	Uniforms & Laundry - Transportation	1,972	1,851	(121)
6410000 38	Office Supplies - Transportation	766	2,581	1,815
6410005 38	Building Supplies - Transportation	13	171	158
6410010 38	Hospitality - Transportation	45	30	(15)
6410015 38	Computer Supplies - Transportation	0	30	30
6410020 38	Equipment Expense - Transportation	15	0	(15)
6410022 38	Tool Expense - Transportation	477	500	23
6410030 38	Printer / Copier Supplies - Transportation	15	30	15
6472000 38	Equipment Repair & Maintenance - Transportation	254	1,504	1,250
6472100 38	Equipment Repair & Maint - Minibus - Transportation	6,677	3,600	(3,077)
6478000 38	Service Contracts - Transportation	291	300	9
6482000 38	Dues, Memberships & Books - Transportation	0	30	30
6483000 38	Propane - Transportation	585	370	(215)
6483100 38	Propane - Minibus - Transportation	5,644	6,000	356
6483105 38	Gasoline - Transportation	0	25,000	25,000
6484000 38	Permits & Licenses - Transportation	115	0	(115)
Total Expenses		152,504	182,606	30,102
5330000 38	Income / Refund from Mutuals - Transportation	173,316	173,314	2
Total Cost Recovery		173,316	173,314	2
Off Budget Items				
Net Income / (Expense)		20,812	(9,292)	30,104

MEMORANDUM

TO: MARK WEAVER, COMMUNITY FACILITY DIRECTOR
FROM: GRANT WINFORD, FLEET MANAGER
SUBJECT: MINIBUS MONTHLY REPORT APRIL 2016
DATE: 5/4/16
CC: LAURA WHITLOCK, MARISA MCAULEY

APRIL 2016

TOTAL PASSENGERS: 4490 (5378) INC. ACCESS & T.J.'s

DAILY AVERAGE MON-FRI: 177

2015 YEAR TO DATE: 17636 (21033) INC. ACCESS & T.J.'s

PASSENGER TOTALS BY ROUTES FOR THE MONTH

<u>AM-BUS</u>	<u>A-BUS</u>	<u>B-BUS</u>	<u>C-BUS</u>	<u>D-BUS</u>	<u>PM-BUS</u>
114	865	1006	817	1129	559

PASSENGER AVERAGE PER WEEKDAY BY ROUTE

<u>AM-BUS</u>	<u>A-BUS</u>	<u>B-BUS</u>	<u>C-BUS</u>	<u>D-BUS</u>	<u>PM-BUS</u>
5	41	48	39	35	9

THE ACCESS W/C BUS MADE 484 ONE WAY TRIPS FOR A DAILY AVERAGE OF 18 TRIPS PER DAY. THE ACCESS BUS PICKED UP 720 PASSENGERS IN THE MONTH OF APRIL.

THE WEDNESDAY BUS TO TRADER JOE'S PROVIDED RIDES FOR 168 PASSENGERS ON 4 WEDNESDAYS IN THE MONTH OF APRIL.