



SECURITY, BUS AND TRAFFIC COMMITTEE

Agenda

Administration Conference Room
Wednesday, July 12, 2017
2:00 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

Linda Stone, GRF President
Paul Bristow, Security Services Director
Grant Winford, Fleet Manager
Fara Quinn, Recording Secretary
 - b. Rules of Order
 - c. Chair's Report
 - d. Appointment of Bus Work Study Group by Chair
Paul Pratt, Chair
Barry Lukoff, Member
Leah Perrotti, Member
- 4. Approval of Minutes**
 - a. Meeting Minutes of May 3, 2017 (pp. 1-5)
- 5. Shareholder/Member Comments – Agenda Items Only**
(Limited to 3 minutes per person)
- 6. Correspondence**
- 7. Old Business**
- 8. New Business**
 - a. Elect a Vice Chair
 - b. Security Parking in Mutual 17 (p.7)



SECURITY, BUS AND TRAFFIC COMMITTEE

- c. Purchase of a New Coin Counter (pp. 9-12)
- 9. **Policies (n/a)**

- 10. **Staff Reports**
 - a. Security Services Director (pp. 13-19)
 - i. Security Monthly Report
 - ii. Budget Reports, CC37
 - b. Fleet Manager (pp. 21-27)
 - i. Transportation Monthly Report
 - ii. Mini-Bus Monthly Report
 - iii. Budget Reports, CC38

- 11. **Executive Director**
- 12. **President's Comments**
- 13. **Shareholder's Comments (Limit 3 Minutes)**
- 14. **Committee Member Comments**
- 15. **Adjournment**



SECURITY, BUS AND TRAFFIC COMMITTEE BOARD MINUTES May 3, 2017

The regular scheduled meeting of the Security, Bus and Traffic Committee was called to order by Chair Perrotti at 1:00 p.m. and was held on Wednesday, May 3, 2017, in the Administration Conference Room, followed by the Pledge of Allegiance by Mr. Marshall of Mutual Three.

ROLL CALL

Present:	Mrs. L. Perrotti, Chair	Mrs. H. Tran
	Mr. S. McGuigan, Vice Chair	Ms. R. Winkler
	Mr. P. Pratt	Mrs. C. Damoci, Ex-Officio
	Mr. R. Stone	

Absent: Mrs. M. Dodero

Also Present:

- Mr. R. Ankeny, Executive Director
- Mr. T. Fileto, Interim Security Chief
- Mr. A. Cabrera, Deputy Security Chief
- Mr. G. Winford, Fleet Manager
- Mrs. L. Whitlock, Administrative Secretary
- Ms. P. Snowden, GRF Representative, Mutual Two
- Mrs. J. Reed, GRF Representative, Mutual Four
- Mr. P. Hood, GRF Representative, Mutual Five
- Mr. B. Lukoff, GRF Representative, Mutual Fourteen
- Mr. P. Moore, GRF Representative, Mutual Seventeen
- Seven Shareholders/Foundation Members

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

The Chair stated that in accordance with California Civil Code Section 4090, please be advised that a quorum of the GRF Board of Directors is present at today's posted meeting. The business of the **Security, Bus and Traffic Committee** will be conducted in accordance with the agenda. As a quorum of the Board is present, this meeting will be conducted as a committee meeting and a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy and/or provide recommendations to the GRF Board of Directors at its regular Board meeting on the 4th Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during

the proscribed Foundation member comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members. The minutes of today's Committee meeting will be presented to the Board for approval following the approval of the Committee meeting minutes in July, 2017.

CHAIR'S ANNOUNCEMENTS

Chair Perrotti welcomed the Committee members, guests and staff, including GRF President, Carole Damoci; Executive Director, Randy Ankeny; Interim Security Chief, Thomas Fileto; Deputy Security Chief, Al Cabrera; Fleet Manager, Grant Winford; and Administrative Secretary, Laura Whitlock. She also requested for everyone to please turn off their cell phones.

APPROVAL OF MINUTES

The minutes of the April 5 2017, meeting were approved as presented.

SHAREHOLDER/MEMBER COMMENTS – Agenda Items Only

Two shareholders/members commented on items on the agenda.

CORRESPONDENCE

Chair Perrotti reviewed correspondence received from shareholder, Ken Gray of Mutual Four. She stated she appreciates his diligence and consistency. No action taken.

POLICY

Policy 5145-37, Security, Bus & Traffic Committee

Following a discussion and noted changes to Policy 5145-37, Mr. McGuigan MOTIONED, seconded by Mr. Pratt and unanimously carried -

TO accept proposed changes to Policy 5145-37, Security, Bus & Traffic Committee and forward to the Board for final review and approval.

Following further discussion, Mr. McGuigan MOTIONED, seconded by Ms. Winkler and unanimously carried –

TO eliminate all of the warnings from Policies 1927-37, Parking Rules for Trust Property and 1927.01-37, Fees for Parking Rules Violation on Trust Property. Also, eliminate 1st Column of Warnings/Fees from Policy 1927.01-37 and keep 2nd and Subsequent Fees as primary fine amounts for violations, with the

exception of Violation No. 4, "Flat Tires," and forward to the Board for final review and approval.

STAFF REPORT

Deputy Security Chief

Deputy Security Chief provided monthly Citation report to the Committee.

Security Chief

Interim Security Chief reported that due to a scheduling error, and shareholder has been compliant during this process, he would like to request from the Committee to waive the \$20 fine given to shareholder.

It is the consensus of the Committee to accept Security Chief's request to waive the \$20 fee and forward to the Finance Committee for approval.

Interim Security Chief also provided monthly Security reports and updates to the Committee.

Fleet Manager

Fleet Manager provided monthly reports and updates to the Committee.

Executive Director

The Executive Director provided information and updates throughout the meeting.

PRESIDENT'S COMMENTS

The President reported that the I.D. Badges has been rescheduled for July.

SHAREHOLDER COMMENTS

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

COMMITTEE MEMBERS COMMENTS

Five Committee members spoke on the proceedings and accomplishments of the committee.

Chair's Comments

Chair Perrotti thanked the Committee members, shareholders, and staff present for attending and participating in today's meeting and thanked everyone for all of their hard work and dedication throughout the year.

ADJOURNMENT

Chair Perrotti adjourned the meeting at 2:25 p.m.

Leah Perrotti, Chair
SECURITY, BUS AND TRAFFIC COMMITTEE

law 05.03.17

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

MOTIONS

- There being no objections, Chair Perrotti declared the reading of the Quorum Notification be dispensed with by unanimous consent.
- The minutes of the April 5, 2017, were approved as presented.
- **TO** accept changes to Policy 5145-37, Security, Bus & Traffic Committee and forward to the Board for final review and approval.
- **TO** eliminate all of the warnings from Policies 1927-37, Parking Rules for Trust Property and 1927.01-37, Fees for Parking Rules Violation on Trust Property. Also, eliminate 1st Column of Warnings/Fees from Policy 1927.01-37 and keep 2nd and Subsequent Fees as primary fine amounts for violations, with the exception of Violation No. 4, "Flat Tires."

ACTIONS

- It is the consensus of the Committee to accept Security Chief's request to waive the \$20 fee and forward to the Finance Committee for approval.
- Meeting adjourned at 2:25 p.m.

THIS
PAGE
LEFT
BLANK
INTENTIONALLY

Mutual 17 Parking Spaces.

Mutual 17 has been asked to reaffirm their loaning of 8 spaces to the security department. Request was made and was calendared for their August board meeting.



THIS
PAGE
LEFT
BLANK
INTENTIONALLY



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

MEMO

TO: SECURITY BUS & TRAFFIC COMMITTEE
FROM: PAUL BRISTOW, SECURITY SERVICES DIRECTOR
SUBJECT: COIN COUNTER REPLACEMENT
DATE: 07/5/17
CC: RANDY ANKENY, EXECUTIVE DIRECTOR & FILE

The current coin counter, a De La Rue model 6800, is in need of replacement. The equipment appears to be miscounting and has become extremely noisy. The model was discontinued several years ago.

Replacement cost has been obtained (see attached quote) from the same company that provided the original; note, the company name has changed.

Replacement cost is \$6,424.00, including taxes, freight etc. This new model also includes a printer which captures coinage processed.

Company contact

Elaine Kalantzis | Glory Global Solutions
Inside Sales Lead Manager
3333 Warrenville Road, Lisle IL 60532 U.S.A
Phone : +1 630-577-1060 | Fax: +1 888-822-4599
Elaine.Kalantzis@US.Glory-Global.com

I MOVE to approve replacement of the coin counter, at a cost of \$6,424.00, funding from Reserves.

Glory Global Solutions Inc
Opportunity Order Detail

Account Manager: Elaine Kalantzis

NB Date:

8/14/2019

Description	Model #	Qty	Total Sell
Mach 6 w/MISC Control, EBS, RS232, USB	6930042	1	\$4,000.00
Power Cord	0034691	1	\$0.00
Unit Sub Total:			\$4,000.00
Optional Items			
Single Coin Bagging Kit included bagging chute,spout	0034680	6	\$354.00
CUL Printer with manual tear	0034695	1	\$599.00
Inspection Pan Magnet Kit, Mach 6 Series	0036887	1	\$120.00
Machine Stand for Bagging(Open, no locking bag	7572070	1	\$776.00
Product Sub Total:			\$5,849.00
Installation and Freight			
Installation	Installation		\$300.00
Freight	KFreight		\$275.00
6930042 SUB TOTAL:			\$6,424.00

90 day warranty included

Taxes extra

One year maintenance contract including 3 cleanings please add \$972 per year

COIN SORTER.

Efficient mid-range coin processing.



THE MACH 6 IS A MID-RANGE USE COMMERCIAL GRADE COIN SORTER AND COUNTER THAT IS FAST, ACCURATE AND VERSATILE.

The MACH 6 is part of Glory's premium family of commercial coin sorters designed for efficiency, accuracy, and reliability in all midrange coin processing applications. All Mach Series Coin Sorters are based upon Glory's heritage and 80+ year tradition of excellence in the design and manufacture of coin sorting equipment.

Our midrange MACH 6 Coin Sorter features a unique Figure 8 coin sorting mechanism that provides superior throughput with processing speeds up to 3000 coins per minute. Its innovative design offers highly jam-free operation and simple recovery procedures in the event of a jam to further maximize throughput as well as convenience.

Glory's Mach Series coin sorters available to address a wide range of coin processing needs for financial institutions, retailers, vending operations and gaming enterprises.

The Mach 6 is offered in either a tabletop model with coin drawers or floor model with coin bagging of selected denominations. It also can be equipped with our optional, patented WAVE™ coin authentication technology.



Advantage: Glory

Sort and count coins

The MACH 6 sorts and counts coins at 3,000 coins per minute, sufficient speed to address all midrange applications. When equipped with an optional printer, receipts can be issued for all coin transactions. Service fees for processing can also be assessed at your option.

Choice of tabletop or floor models

Choose from a tabletop model equipped with coin drawers or a floor model for coin bagging capability for selected coin denominations. The MACH 6 offers conveniences for the operator and an attractive appearance that complements any décor.

Simplicity

Ease of use and simplicity are also design imperatives of the MACH Series. The keypad offers full travel keys and convenient left or right hand access. The backlit display is easy to read, and the operation itself is highly intuitive. It also offers our MICS (Management Information Control System) Control as standard. The MICS control provides three levels of totals, batch, subtotal and grand total, plus a ten-key keyboard with a fee function that allows the operator to enter a service fee (percentage or amount) or other data that applies to the transaction. The MICS Control also allows the MACH Sorter to interface with Glory currency counters.

Low staff impact

The MACH 6 uses Glory's patented Figure 8 design, which is highly impervious to coin jams resulting from bent or mutilated coins or non-coin debris often mixed in with the coins. In the case of a coin jam, recovery is also simple and fast.

Wave™ Coin Authentication (optional)

With Glory's patented WAVE technology, you can reliably authenticate genuine U.S. or Canadian coins and off-sort unwanted coins, tokens, and slugs, all at high speed with no degradation of the counting process. WAVE will help you reduce the chance of losses due to these items, which are often found within the coin mix.

Mach® 6 TECHNICAL INFORMATION

Speed	Up to 3,000 coins per minute (up to 2,000 cpm with WAVE)
Coin size range	Diameter: 0.59" to 1.28" (15 mm to 32.5 mm) Thickness: 0.04" to 0.12" (1.0 mm to 3.0 mm)
US Coins	\$0.01, \$0.05, \$0.10, \$0.25, \$0.50, \$1.00
Canadian Coins	\$0.01, \$0.05, \$0.10, \$0.25, \$0.50, \$1.00, \$2.00
Tilting inspection pan capacity	Up to 4,500 coins
Exact bag stops	Standard
Connectivity	RS232 and USB standard
Power supply	90-264V AC, 50/60 Hz
Power consumption	140W
Basic machine (H x W x D)	11.34" x 16.73" x 21.73" (288 mm x 425 mm x 552 mm)
Basic stand (only)	27" x 25.5" x 27" (685 mm x 647 mm x 685 mm)
Security stand (H x W x D)	27" x 28" x 31" (685 mm x 711 mm x 787 mm)
Weight	47.1 lbs (21.4 kg)
Security features	Lock-out security to protect operating information Battery backup in the event of a power failure WAVE™ Coin Authentication Technology Open or security stand Bag attachments
Options	Inspection pan magnet kit Remote display Thermal printer Tokens (subject to review)



(Mach 6 Shown with optional printer, remote batch display and security stand)

WAVE™
coin authentication technology
(optional)

Specifications and design subject to change without notice. Please carefully read the instruction manual to ensure correct usage.



Glory Global Solutions

3333 Warrenville Road, Suite 310 Lisle, IL 60532
Tel: +1 (630) 577-1015
Fax: +1 (630) 577-1270
www.gloryglobalsolutions.com

Glory Global Solutions is part of GLORY LTD.

This document is for general guidance only. As the Company's products and services are continually being developed it is important for customers to check that the information contained herein includes the latest particulars. Although every precaution has been taken in preparation of this document, the Company and the publisher accept no responsibility for errors or omissions. The Company and the publisher accept no liability for loss or damages resulting from the use of the information contained herein. This document is not part of a contract or licence save insofar as may be expressly agreed. All capabilities and capacity and throughput figures are subject to note coin size, note coin quality and process used. GLORY is a registered trademark of GLORY LTD. in Japan, the United States of America, and EU. All trademarks are owned by the GLORY Limited Group of companies. © Glory Global Solutions (International) Limited 2013.



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

MEMO

TO: SECURITY BUS & TRAFFIC COMMITTEE
FROM: PAUL BRISTOW, SECURITY SERVICES DIRECTOR
SUBJECT: MONTHLY DEPARTMENT REPORT
DATE: 07/3/17
CC: RANDY ANKENY, EXECUTIVE DIRECTOR & FILE

Accomplishments / Narrative – May 2017

- **Security Services Manager**, B.J. Hawke has been hired as of 6/26/17
- **Traffic Enforcement officers**, Two Traffic enforcement officers have been selected for two 40 Hour positions, both were selected from our internal work force. Training begins 7/5/17.
- **Watch Commander Meetings**, a watch commander meeting was held on 6/28/17, subjects covered were reports, officers time keeping, use of sirens and lights on patrol cars, patrol techniques, safety, use of email, future training, duties of Watch Commanders and their empowerment to supervise shifts. Cindy Flynn and LeAnn Dillman were present, Cindy presented instruction on general labor laws, time keeping, HIPAA and privacy issues. Tommy Fileto gave an overview of upcoming events, and the RV lot.
- **Staffing Levels** – Two (2) new Security staff members were hired in the month of June, the department currently has 10 positions open, we are aggressively interviewing and are pursuing a number of alternative staffing resources, IE. EDD veteran's affairs.

Goals and Objectives (for upcoming months):

- **Employee Hours / Hiring** – this is a main focus of the next month
- **Training Program** – we currently in the process of revamping the whole security training program
- **Video Management System** – we are working with IT to improve storage and bandwidth
- **Statistics** – we are breaking down the existing statistics and developing new ways of obtaining actual activity, this will enable us to develop more accurate staffing strategies and plans as relates to issues such as access control.



TO: SECURITY, BUS & TRAFFIC COMMITTEE
FROM: PAUL BRISTOW, SECURITY SERVICES DIRECTOR
SUBJECT: SECURITY MONTHLY REPORT
DATE: June 29, 2017

SECURITY MONTHLY COMMITTEE REPORT

	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	2016 YTD	2017 YTD
<u>Deaths Reported</u>	17	15	15	15	8	8	128	61
<u>Fires</u>	5	3	-	-	4	4	29	11
<u>Theft</u>	6	4	4	6	7	13	92	34
<u>Vandalism</u>	1	3	3	3	-	6	29	15
<u>Traffic Accidents</u>	13	5	7	8	12	6	123	38
<u>Lost Shareholder</u>	-	3	2	2	2	8	42	17
<u>Incident</u>	39	34	33	42	37	38	499	184
<u>Injury</u>	16	11	5	7	13	12	174	48
<u>Paramedic</u>	154	152	130	144	131	147	1,782	704
<u>Care</u>	16	22	17	20	15	15	228	89
<u>Shareholder Services</u>	2,005	2,058	1,780	1,918	2,046	2,043	23,472	9,845
<u>Decals Issued</u>	270	451	412	469	418	424	4,747	2,174
<u>Lock-Outs</u>	105	113	85	99	82	90	1,149	469
<u>Seal Beach Police Department</u>	117	105	113	133	96	111	1,417	558
<u>Citations: Residents, Parking (C1)</u>	104	120	50	59	98	104	1,239	431
<u>Citations: Residents, Moving (C2)</u>	7	6	3	3	1	3	334	16
<u>Citations: Non-Residents, Parking (C3)</u>	136	148	99	104	139	112	1,358	602
<u>Citations: Non-Residents, Moving (C4)</u>	6	1	1	1	1	-	174	4
<u>Citations: GRF Employee, Parking (C5)</u>	-	1	1	-	-	-	10	2
<u>Citations: GRF Employee, Moving (C6)</u>	-	-	-	-	-	-	-	-
<u>Citations: LWHCC, Parking (C7)</u>	-	2	-	-	-	-	9	2
<u>Citations: LWHCC, Moving (C8)</u>	-	-	-	-	-	-	1	-
<u>Citations: Contractors, Parking (C9)</u>	3	1	-	-	2	1	20	4
<u>Citations: Contractors, Moving (C10)</u>	-	-	-	-	-	-	12	-
<u>Incoming Calls</u>	21,250	21,705		21,302	19,631	19,884	224,695	82,522
<u>Incoming Vehicles Screened at Gates</u>	249,351	232,671		269,767	228,958	259,803	2,827,088	991,199

Golden Rain Foundation
2018 Proposed Operating Budget - Cost Center 37 - Security (Draft)
Data as of May 31, 2017

(A)	(B)	(D)	(E)	(D) - (E)		(F)	(G)	(D) - (G)	(H)	(D) - (H)	(I)	(D) - (I)
GL Account	GL Name	2018 Total	2017 Budget	Variance	% Change	2017 YTD Actual	2017 Projected	Variance	2017 Annualized	Variance	2016 Actual	Variance
Expenses - Security												
6100000 37	Salaries & Wages - Security	0	1,218,952	(1,218,952)	-100.0%	519,003	1,235,397	(1,235,397)	1,038,006	(1,038,006)	1,223,201	(1,223,201)
6140000 37	Employment Taxes - Security	0	118,668	(118,668)	-100.0%	55,937	113,085	(113,085)	111,873	(111,873)	126,490	(126,490)
6142000 37	Workers' Compensation - Security	0	93,796	(93,796)	-100.0%	39,153	82,849	(82,849)	78,306	(78,306)	86,509	(86,509)
6143000 37	Group Insurance - Medical - Security	0	39,588	(39,588)	-100.0%	15,886	38,979	(38,979)	31,771	(31,771)	38,082	(38,082)
6143300 37	Group Insurance - Dental - Security	0	720	(720)	-100.0%	378	798	(798)	756	(756)	774	(774)
6143500 37	Group Insurance - Vision - Security	0	444	(444)	-100.0%	241	500	(500)	482	(482)	473	(473)
6144000 37	401(k) Match - Security	0	9,697	(9,697)	-100.0%	3,336	9,035	(9,035)	6,672	(6,672)	10,704	(10,704)
6145000 37	Group Insurance - Life - Security	0	1,332	(1,332)	-100.0%	378	1,155	(1,155)	756	(756)	1,249	(1,249)
6146000 37	Long Term Disability Insurance - Security	0	1,548	(1,548)	-100.0%	344	1,247	(1,247)	688	(688)	1,143	(1,143)
	Total Wages & Benefits	0	1,484,745	(1,484,745)	-100.0%	634,656	1,483,045	(1,483,045)	1,269,310	(1,269,310)	1,488,624	(1,488,624)
6211000 37	Continuing Education - Security	2,900	1,900	1,000	52.6%	0	1,106	1,794	0	2,900	379	2,522
6212000 37	Employee Exams - Security	12,120	8,375	3,745	44.7%	4,775	9,661	2,459	9,550	2,570	8,316	3,804
6214000 37	Meals & Special Events - Security	360	120	240	200.0%	0	70	290	0	360	0	360
6215000 37	Mileage - Security	396	400	(4)	-1.0%	0	231	165	0	396	41	355
6217000 37	Uniforms & Laundry - Security	8,712	8,649	63	0.7%	3,665	8,712	0	7,331	1,381	9,890	(1,178)
6410000 37	Office Supplies - Security	9,528	12,500	(2,972)	-23.8%	3,972	11,266	(1,738)	7,943	1,585	9,217	311
6410005 37	Building Supplies - Security	1,200	1,000	200	20.0%	193	774	426	386	814	5,806	(4,606)
6410010 37	Hospitality - Security	2,856	3,000	(144)	-4.8%	1,110	2,860	(4)	2,221	635	3,555	(699)
6410015 37	Computer Supplies - Security	492	500	(8)	-1.6%	2,075	2,275	(1,783)	4,150	(3,658)	3,708	(3,216)
6410020 37	Equipment Expense - Security	13,992	18,000	(4,008)	-22.3%	4,494	14,994	(1,002)	8,987	5,005	13,790	202
6410030 37	Printer / Copier Supplies - Security	6,132	2,200	3,932	178.7%	2,557	3,838	2,294	5,113	1,019	5,497	635
6420100 37	Electricity - Security	11,801	12,333	(532)	-4.3%	4,326	12,429	(628)	8,651	3,150	10,856	945
6422000 37	Telephone - Security	5,410	5,820	(410)	-7.0%	2,380	5,775	(365)	4,759	651	5,463	(53)
6425100 37	Natural Gas - Security	1,140	1,058	82	7.8%	760	1,266	(126)	1,521	(381)	1,022	118
6444000 37	Equipment Rental - Security	2,780	2,900	(120)	-4.1%	1,158	2,852	(72)	2,316	464	2,339	441
6471000 37	Building Repair & Maintenance - Security	756	750	6	0.8%	1,405	1,905	(1,149)	2,809	(2,053)	3,809	(3,053)
6472000 37	Equipment Repair & Maintenance - Security	5,000	5,000	0	0.0%	1,696	4,608	392	3,392	1,608	10,175	(5,175)
6477210 37	Pest Control	420	420	0	0.0%	175	420	0	350	70	752	(332)
6478000 37	Service Contracts - Security	2,100	2,975	(875)	-29.4%	777	2,513	(413)	1,554	546	2,528	(428)
6482000 37	Dues, Memberships & Books - Security	6,000	6,000	0	0.0%	380	3,880	2,120	760	5,240	3,000	3,000
6483000 37	Propane - Security	500	500	0	0.0%	0	250	250	0	500	0	500
6491000 37	Miscellaneous Writeoffs - Security	0	0	0	0.0%	0	0	0	0	0	3,833	(3,833)
6951000 37	Non-Budgeted Exp for Committee - Security	1,000	1,000	0	0.0%	0	0	1,000	0	1,000	183	817
	Total Operating Expenses	95,595	95,400	195	0.2%	35,898	91,685	3,910	71,793	23,802	104,160	(8,564)
	Total Cost Center Expenses	95,595	1,580,145	(1,484,550)	-94.0%	670,554	1,574,730	(1,479,135)	1,341,103	(1,245,508)	1,592,784	(1,497,188)
Other Cost Recovery												

Golden Rain Foundation
2018 Proposed Operating Budget - Cost Center 37 - Security (Draft)
Data as of May 31, 2017

(A)	(B)	(D)	(E)	(D) - (E)		(F)	(G)	(D) - (G)	(H)	(D) - (H)	(I)	(D) - (I)
GL Account	GL Name	2018 Total	2017 Budget	Variance	% Change	2017 YTD Actual	2017 Projected	Variance	2017 Annualized	Variance	2016 Actual	Variance
5351100 37	Parking Fines - Security	9,600	0	9,600	100.0%	280	280	9,320	560	9,040	0	9,600
5385000 37	Other Income - Security	0	0	0	0.0%	0	0	0	0	0	0	0
	Total Other Cost Recovery	9,600	0	9,600	100.0%	280	280	9,320	560	9,040	0	9,600
5330000 37	Income from / (Refund to) Mutuals	85,995	1,580,145	(1,494,150)	-94.6%	658,374	1,580,124	(1,494,129)	1,316,748	(1,230,753)	1,607,592	(1,521,597)
	Total Cost Recovery	95,595	1,580,145	(1,484,550)		658,654	1,580,404	(1,484,809)	1,317,308	(1,221,713)	1,607,592	(1,511,997)
	Net Income / (Expense)	0	0	0		(11,900)	5,674	(5,674)	(23,795)	23,795	14,808	(14,808)
	PAPM	1.08	19.93	(18.85)								
	FTE	38.60	38.60	-								

**GOLDEN RAIN FOUNDATION
2018 BUDGET ASSUMPTIONS
Security Department – CC 37**

Security Department – CC 37

GL CODE	LINE ITEM	DESCRIPTION	EXHIBITS																														
6100000 (61000)	Salaries & Wages	Total FTEs for 2017 will remain at the 2016 level of 38.60. The 2017 budget amount includes 280 overtime hours (\$6,270) compared to the 2016 budgeted 168 overtime hours (5,150). Merit increases of .5% for 2017 plus any merit increases given in 2016 that were not reflected in the 2016 budget are also reflected in the 2017 budget.																															
6140000 (61400)	Payroll Taxes	<div>Calculations are based on the current rates established by Federal and State statute. 2017 and estimated 2018 rates are listed below.</div> <table><tr><td></td><td>2017</td><td>2018</td></tr><tr><td>SS Max Salary</td><td>\$118,500</td><td></td></tr><tr><td>SS Rate</td><td>6.20%</td><td></td></tr><tr><td>Medicare Rate</td><td>1.45%</td><td></td></tr><tr><td>SS & Med. Rate</td><td>7.65%</td><td></td></tr><tr><td>UI Max Salary</td><td>\$7,000</td><td></td></tr><tr><td>UI State</td><td>3.7%</td><td></td></tr><tr><td>UI Fed</td><td>2.0%</td><td></td></tr><tr><td>UI Total</td><td>5.7%</td><td></td></tr><tr><td>UI Max Total</td><td>\$399</td><td></td></tr></table>		2017	2018	SS Max Salary	\$118,500		SS Rate	6.20%		Medicare Rate	1.45%		SS & Med. Rate	7.65%		UI Max Salary	\$7,000		UI State	3.7%		UI Fed	2.0%		UI Total	5.7%		UI Max Total	\$399		
	2017	2018																															
SS Max Salary	\$118,500																																
SS Rate	6.20%																																
Medicare Rate	1.45%																																
SS & Med. Rate	7.65%																																
UI Max Salary	\$7,000																																
UI State	3.7%																																
UI Fed	2.0%																																
UI Total	5.7%																																
UI Max Total	\$399																																
6142000 (61420)	Workers Comp Insurance	Premiums are calculated using rates assigned to four different classifications of job positions. These rates are based on the degree of physical activities involved with each position. Positions requiring more physical activities, such as inspectors, service maintenance crew and security staff have a higher rate compared to office staff positions requiring a lesser degree of physical activity. As such, some cost center budgets will show a different % change than other cost centers. The 2017 budget assumes a 0% increase over 2016 actual rates and a 29.06% decrease over 2016 budget.																															
6143000-6146000 (61430 – 61460)	EE Benefits	The 2017 budget for our group health plans, including Medical, Dental, Vision, and Life Insurance represent a 0% increase in premium rates over our 2016 budget.																															
6211000 (64810)	Continuing Education	Funds are budgeted for ongoing staff training in security and public safety. The 2018 budget includes an additional \$1,000 for Certified Protection Professional (CPP) program for the Security Services Manager (includes class and exam).																															
6212000 (66255)	Employee Exams	Exams at \$125 per exam. Head count is currently 97 once all positions are filled \$125.00 x 97 = 12,120.00																															
6214000 (64821)	Meals & Special Events	A small amount is set aside if staff needs to be reimbursed for meals while attending training or onsite meeting refreshments. Monthly staff and officer training refreshments 12x \$30.00 = \$360.00																															
6215000 (64820)	Mileage / Transportation	Allows for off-site training transportation costs for Security Staff. Mileage at \$33.00 per month including officers attending drug screening																															
6217000 (64800)	Uniforms & Laundry	Funds are budgeted for uniforms for the Security Staff.																															
6410000 (64100)	Office Supplies	Funds are budgeted for the day-to-day office operations of the Security Department (forms, decals, tickets, etc.). Current expenditures are at \$704.00 per month x 12 = \$9,528.00																															

**GOLDEN RAIN FOUNDATION
2018 BUDGET ASSUMPTIONS
Security Department – CC 37**

6410005 (64102)	Building Supplies	Funds are budgeted for building supplies (lightbulbs, repair parts, replacement valves, wood, and paint). Paint and cleanup of front gate office	
6410010 (64103)	Hospitality	Funds are budgeted for coffee, tea, etc. Department operates 24 hours a day, seven days a week. Current expenditure is \$238.00 per month and expect to continue at the current especially once up to strength.	
6410015 (64104)	Computer Supplies	Funds are budgeted for computer related supplies or replacement parts. (keyboards, mouse, screen, etc.).	
6410020 (64105)	Equipment Expense	Funds are budgeted for departmental equipment expense (safety vest replacements, traffic cones, safety signage, etc.) Increased use of PPE and new cones	
6410030 (64111)	Printer / Copier Expense	Funds are budgeted for paper and copier supplies (bulk paper, colored paper, toner, and laser printer cartridges). The 2018 budget increase is due to the printing of visitor passes.	
6420100 (64200)	Electricity	The 2018 budget assumes an overall increase of 7% over the last 12 months of actual expenses but remains relatively flat from the total company budget for 2017.	
6422000 (64280)	Telephone	Telephone expense includes: 562-594-4754 (Main Gate) 550 562-594-4757 (Main Gate) 1,130 7863 (Internet @ St. Andrews) 1,240 5 Hotspots for patrol vehicles 1,890 Phone cards for patrol vehicles 600 Total Budget \$5,410 2018 budget is based on the past six months of actual expenses inflated by 1%. For 2018, Account 2614 FIOS High Speed has been transferred to cost center 39 – Resales Office.	
6425100 (64260)	Natural Gas	The 2018 budget assumes an overall increase of 3.5% over the last 12 months of actual expenses which is a 9% increase over the 2017 budget.	
6444000 (64440)	Equipment Rental	Funds are budgeted for the leasing costs of two (2) copy machines in Security Department. BizHub C224E \$1,443 BizHub 223 1,337 Total \$2,780	
6471000 64720	Building Repair & Maintenance	Funds are budgeted for small repairs to the Security building.	
6472000 (64700)	Equipment Repair & Maintenance	Repair of the department's vehicles. In-house repairs are parts only. Labor is covered under wages and salaries. Outside repairs consist of labor and materials for total cost.	
6477210	Pest Control	Pest control for department locations.	
6478000 (64940)	Service & Contracts	Maintenance on two (2) Konica copiers. As the machines age, the maintenance cost increases each year. The budget for 2018 is set at \$2,100. No amount is budgeted for fire protection services for 2018, as these costs will be charged to CC79.	
6482000 (64830)	Dues Memberships & Books	Budgeted funds are used for staff to be finger printed and registered with the State of California as required by Business & Professions Code.	
6483000 (64870)	Propane	Funds budgeted for propane heater winter use at entry gates.	

GOLDEN RAIN FOUNDATION
2018 BUDGET ASSUMPTIONS
Security Department – CC 37

6491000 (64890)	Miscellaneous Write-Offs	No funds are budgeted for this line item.	
6951000	Committee Non- Budgeted Expenses	Funds in the amount of \$1,000 per committee has been budgeted for 2017 per Policy 5516 adopted by the GRF board at its meeting on April 22, 2014. These funds are set aside for unbudgeted expenditures authorized at the committee level.	
5351100	Parking Fines	2018 budget is the first year for this revenue. As such, no trend has been established.	

THIS
PAGE
LEFT
BLANK
INTENTIONALLY



TO: SECURITY, BUS & TRAFFIC COMMITTEE
FROM: GRANT WINFORD, FLEET MANAGER
SUBJECT: MINIBUS MONTHLY REPORT MAY 2017
DATE: June 2, 2017

TRANSPORTATION MONTHLY COMMITTEE REPORT

	Daily Average	Current Month	Previous Month	YTD
<u>Total Passengers</u>		5866	6091	29110
<u>Route, AM-BUS</u>	8	170	152	708
<u>Route, A-BUS</u>	40	869	762	4236
<u>Route, B-BUS</u>	52	1147	1082	5303
<u>Route, C-BUS</u>	37	818	836	4018
<u>Route, D-BUS</u>	35	775	804	3575
<u>Route, PM-BUS</u>	7	151	132	576
<u>Route, D & PM-Weekend/Holidays</u>	40	715	870	3763
<u>Call Ins</u>	5	107	70	435
FIXED ROUTES SUB-TOTALS:		4752	4708	22614
	Daily Average	Current Month	Previous Month	YTD
<u>Access W/C Bus - One Way Trips</u>	16	477	512	2701
<u>Access Passenger Pick-Up</u>	23	706	825	4222
	Daily Average	Current Month	Previous Month	YTD
<u>Trader Joe's Monday Passenger Count</u>	46	145	164	666
<u>Trader Joe's Wednesday Passenger Count</u>	53	263	243	1374
TRADER JOE'S TOTAL:	51	408	407	2040
	Daily Average	Current Month	Previous Month	YTD
<u>Special Events</u>	0	0	0	0
<u>Access Special Event Seal Beach Car Show</u>	0	0	151	234
SPECIAL EVENTS TOTAL:	0	0	151	234



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

SECURITY, BUS & TRAFFIC COMMITTEE

TO: MARK WEAVER, COMMUNITY FACILITY DIRECTOR
FROM: GRANT WINFORD, FLEET MANAGER
SUBJECT: MINIBUS MONTHLY REPORT MAY 2017
DATE: JUNE 30, 2017
CC: LAURA WHITLOCK

TOTAL PASSENGERS: 4752 (5866) INC. ACCESS, T.J.'s & EVENT
DAILY AVERAGE MON-FRI: 184
2017 YEAR TO DATE: 22614 (29110) INC. ACCESS, T.J.'s & EVENT

PASSENGER TOTALS FOR WEEKDAY ROUTES FOR THE MONTH

AM-BUS	A-BUS	B-BUS	C-BUS	D-BUS	PM-BUS	CALL INS
170	869	1147	818	775	151	107

PASSENGER AVERAGE FOR WEEKDAY ROUTES FOR THE MONTH

AM-BUS	A-BUS	B-BUS	C-BUS	D-BUS	PM-BUS	CALL-INS
8	40	52	37	35	7	5

PASSENGER TOTALS/AVERAGE FOR WEEKEND ROUTES FOR THE MONTH

D-BUS	PM-BUS
356 / 40	359 / 40

THE ACCESS W/C BUS MADE 477 ONE WAY TRIPS FOR A DAILY AVERAGE OF 16 TRIPS PER DAY. THE ACCESS BUS PICKED UP 706 PASSENGERS IN THE MONTH OF MAY.

THE MONDAY & WEDNESDAY BUS TO TRADER JOE'S PROVIDED RIDES FOR 408 PASSENGERS ON 4 MONDAYS AND 5 WEDNESDAYS IN THE MONTH OF MAY.

Golden Rain Foundation
2018 Proposed Operating Budget - Cost Center 38 - Transportation (Draft)
Data as of May 31, 2017

(A)	(B)	(D)	(E)	(D) - (E)		(F)	(G)	(D) - (G)	(H)	(D) - (H)	(I)	(D) - (I)
GL Account	GL Name	2018 Total	2017 Budget	Variance	% Change	2017 YTD Actual	2017 Projected	Variance	2017 Annualized	Variance	2016 Actual	Variance
Expenses - Transportation												
6100000 38	Salaries & Wages - Transportation	0	420,103	(420,103)	-100.0%	146,083	392,390	(392,390)	292,167	(292,167)	419,498	(419,498)
6140000 38	Employment Taxes - Transportation	0	42,593	(42,593)	-100.0%	14,674	38,185	(38,185)	29,348	(29,348)	41,549	(41,549)
6142000 38	Workers' Compensation - Transportation	0	32,328	(32,328)	-100.0%	13,543	28,606	(28,606)	27,087	(27,087)	29,227	(29,227)
6143000 38	Group Insurance - Medical - Transportation	0	33,144	(33,144)	-100.0%	13,713	33,047	(33,047)	27,427	(27,427)	33,417	(33,417)
6143300 38	Group Insurance - Dental - Transportation	0	600	(600)	-100.0%	345	695	(695)	689	(689)	617	(617)
6143500 38	Group Insurance - Vision - Transportation	0	444	(444)	-100.0%	158	417	(417)	315	(315)	386	(386)
6144000 38	401(k) Match - Transportation	0	9,676	(9,676)	-100.0%	3,221	8,894	(8,894)	6,442	(6,442)	9,916	(9,916)
6145000 38	Group Insurance - Life - Transportation	0	1,008	(1,008)	-100.0%	408	996	(996)	816	(816)	921	(921)
6146000 38	Long Term Disability Insurance - Transportation	0	1,176	(1,176)	-100.0%	360	1,046	(1,046)	720	(720)	864	(864)
	Total Wages & Benefits	0	541,072	(541,072)	-100.0%	192,505	504,276	(504,276)	385,011	(385,011)	536,395	(536,395)
6211000 38	Continuing Education - Transportation	600	800	(200)	-25.0%	60	860	(260)	120	480	232	368
6212000 38	Employee Exams - Transportation	2,676	2,868	(192)	-6.7%	1,000	2,673	3	2,000	676	2,865	(189)
6213100 38	Temporary Agency Fee - Transportation	0	0	0	0.0%	0	0	0	0	0	1,943	(1,943)
6214000 38	Meals & Special Events - Transportation	120	120	0	0.0%	0	70	50	0	120	0	120
6215000 38	Mileage - Transportation	120	120	0	0.0%	0	70	50	0	120	0	120
6217000 38	Uniforms & Laundry - Transportation	8,304	7,404	900	12.2%	3,193	7,512	792	6,386	1,918	8,290	14
6410000 38	Office Supplies - Transportation	7,068	8,004	(936)	-11.7%	917	5,586	1,482	1,835	5,233	7,074	(6)
6410005 38	Building Supplies - Transportation	120	504	(384)	-76.2%	38	332	(212)	76	44	33	87
6410010 38	Hospitality - Transportation	240	120	120	100.0%	21	91	149	42	198	262	(22)
6410015 38	Computer Supplies - Transportation	120	120	0	0.0%	0	70	50	0	120	105	15
6410020 38	Equipment Expense - Transportation	0	0	0	0.0%	0	0	0	0	0	57	(57)
6410022 38	Tool Expense - Transportation	1,500	1,500	0	0.0%	720	1,595	(95)	1,439	61	1,418	82
6410030 38	Printer / Copier Supplies - Transportation	120	120	0	0.0%	67	137	(17)	134	(14)	126	(6)
6472000 38	Equipment Repair & Maintenance - Transportation	4,584	4,584	0	0.0%	1,851	4,525	59	3,701	883	2,722	1,862
6472100 38	Equipment Repair & Maint - Minibus - Transportation	36,000	35,892	108	0.3%	11,813	32,750	3,250	23,625	12,375	26,234	9,766
6478000 38	Service Contracts - Transportation	3,000	3,000	0	0.0%	627	3,002	(2)	1,253	1,747	3,375	(375)
6482000 38	Dues, Memberships & Books - Transportation	120	120	0	0.0%	0	120	0	0	120	0	120
6483000 38	Propane - Transportation	2,232	1,175	1,057	90.0%	1,764	2,399	(167)	3,528	(1,296)	1,228	1,004
6483100 38	Propane - Minibus - Transportation	18,996	22,000	(3,004)	-13.7%	9,407	22,242	(3,246)	18,814	182	18,378	618
6483105 38	Gasoline - Transportation	59,000	66,000	(7,000)	-10.6%	9,916	59,416	(416)	19,833	39,167	58,287	713
6484000 38	Permits & Licenses - Transportation	1,075	1,130	(55)	-4.9%	125	925	150	250	825	878	197
6491000 38	Miscellaneous Writeoffs - Transportation	0	0	0	0.0%	0	0	0	0	0	5,315	(5,315)
6911500 38	Inventory Over / Short - Transportation	0	0	0	0.0%	0	0	0	0	0	2,778	(2,778)
	Total Operating Expenses	145,995	155,581	(9,586)	-6.2%	41,519	144,375	1,620	83,036	62,959	141,601	4,394
	Total Cost Center Expenses	145,995	696,653	(550,658)	-79.0%	234,024	648,651	(502,656)	468,047	(322,052)	677,996	(532,001)

Golden Rain Foundation
2018 Proposed Operating Budget - Cost Center 38 - Transportation (Draft)
Data as of May 31, 2017

(A)	(B)	(D)	(E)	(D) - (E)		(F)	(G)	(D) - (G)	(H)	(D) - (H)	(I)	(D) - (I)
GL Account	GL Name	2018 Total	2017 Budget	Variance	% Change	2017 YTD Actual	2017 Projected	Variance	2017 Annualized	Variance	2016 Actual	Variance
Other Cost Recovery												
5380380 38	Oil Recycling Income - Transportation	0	0	0	0.0%	0	0	0	0	0	0	0
5413100 38	Gain / Loss on Equipment - Transportation	0	0	0	0.0%	450	450	(450)	900	(900)	0	0
	Total Other Cost Recovery	0	0	0	0.0%	450	450	(450)	900	(900)	0	0
5330000 38	Income from / (Refund to) Mutuals	145,995	696,653	(550,658)	-79.0%	290,270	696,653	(550,658)	580,540	(434,545)	693,264	(547,269)
	Total Cost Recovery	145,995	696,653	(550,658)		290,720	697,103	(551,108)	581,440	(435,445)	693,264	(547,269)
	Net Income / (Expense)	0	0	0		56,696	48,452	(48,452)	113,393	(113,393)	15,268	(15,268)
	PAPM	1.84	8.79	(6.95)								
	FTE	11.28	11.28	-								

**GOLDEN RAIN FOUNDATION
2018 BUDGET ASSUMPTIONS
Bus & Transportation – CC 38**

Bus & Transportation – CC 36

GL CODE	LINE ITEM	DESCRIPTION	EXHIBITS																														
6100000 (61000)	Salaries and Wages	Total FTEs for 2017 will remain at the 2016 level of 11.28. The 2017 budget assumptions include any pay increases during 2016 that were not included in the 2016 budget plus a pay for performance allowance of .5% for 2017.																															
6140000 (61400)	Payroll Taxes	Calculations are based on the current rates established by Federal and State statute. 2017 and estimated 2018 rates are listed below. <table><tr><td></td><td>2017</td><td>2018</td></tr><tr><td>SS Max Salary</td><td>\$118,500</td><td></td></tr><tr><td>SS Rate</td><td>6.20%</td><td></td></tr><tr><td>Medicare Rate</td><td>1.45%</td><td></td></tr><tr><td>SS & Med. Rate</td><td>7.65%</td><td></td></tr><tr><td>UI Max Salary</td><td>\$7,000</td><td></td></tr><tr><td>UI State</td><td>3.7%</td><td></td></tr><tr><td>UI Fed</td><td>2.0%</td><td></td></tr><tr><td>UI Total</td><td>5.7%</td><td></td></tr><tr><td>UI Max Total</td><td>\$399</td><td></td></tr></table>		2017	2018	SS Max Salary	\$118,500		SS Rate	6.20%		Medicare Rate	1.45%		SS & Med. Rate	7.65%		UI Max Salary	\$7,000		UI State	3.7%		UI Fed	2.0%		UI Total	5.7%		UI Max Total	\$399		
	2017	2018																															
SS Max Salary	\$118,500																																
SS Rate	6.20%																																
Medicare Rate	1.45%																																
SS & Med. Rate	7.65%																																
UI Max Salary	\$7,000																																
UI State	3.7%																																
UI Fed	2.0%																																
UI Total	5.7%																																
UI Max Total	\$399																																
6142000 (61420)	Workers Comp Insurance	Premiums are calculated using rates assigned to four different classifications of job positions. These rates are based on the degree of physical activities involved with each position. Positions requiring more physical activities, such as inspectors, service maintenance crew and security staff have a higher rate compared to office staff positions requiring a lesser degree of physical activity. As such, some cost center budgets will show a different % change than other cost centers. The 2017 budget assumes a 0% increase over 2016 actual rates and a 29.06% decrease over 2016 budget.																															
6143000-6146000 (61430-61460)	EE Benefits	The 2017 budget for our group health plans, including Medical, Dental, Vision, and Life Insurance represent a 0% increase in premium rates over our 2016 budget.																															
6211000 (64810)	Continuing Education	Budgeted funds are used for staff training such as forklift technical repair training and fleet service training.																															
6212000 (66255)	Employee Exams	25 exams at \$125 per exam.																															
6214000 (64821)	Meals	To cover off-site functions and staff called in for an emergency																															
6215000 (64820)	Mileage	Funds are budgeted for staff off-site training.																															
6217000 (64800)	Uniforms & Laundry	Funds are used for uniforms, cleaning towels and shop rags for mechanics vehicle prep person and minibus drivers.																															
6410000 (64100)	Shop Supplies & Materials	For 2018 this is the Auto shop's office supplies. Examples of typical items purchased are lubricants, fasteners, primary wire supplies, hand cleaner, safety equipment as well as hand and air tool maintenance supplies for the mechanics.																															
6410005 (64102)	Building Supplies	Cost to up keep the buildings associated with the Transportation department																															
6410010 (64103)	Hospitality	Coffee, tea supplies for repair technician staff																															
6410015 (64104)	Computer Supplies	Computer supplies for one desk top computer																															

**GOLDEN RAIN FOUNDATION
2018 BUDGET ASSUMPTIONS
Bus & Transportation – CC 38**

6410020 (64105)	Equipment Expense	Tools were expensed to this budget line item in 2015. For 2016 these items will be charged to Tool Expense. 2018 no budget	
6410022	Tool Expense	Funds are budgeted for the tools and equipment needed for four (4) staff to provide service to the Foundations fleet.	
6410030 (64111)	Printer / Copier Supplies	Toner, Ink, Copy Paper	
6472000 (64700)	Equipment Repair & Maintenance	Budgeted funds are used to repair Cushman vehicles and small engine equipment	
6472100 (64701)	Equipment Repair & Maintenance - Minibus	Budgeted funds are used to maintain the minibus fleet including Preventative Maintenance, and major and minor mechanical and body systems repairs. 2018 budget reflects a small projected increase in some types of repairs on the fleet due to their age. This does not account for major drivetrain (engines and transmissions) repairs.	
6478000 (64940)	Service Contracts	Budgeted cost for 2018 includes a parts cleaner machine, \$1,500, and software for fleet maintenance repair, \$1,600 due in November	
6482000 (64830)	Dues Membership & Books	Funds are budgeted for shop manuals and IECOC membership, a business organization that its goal is to improve communication between industry and government with the focus on compliance issues with the various Environmental, Health and Safety (EH&S) regulatory requirements and their enforcement.	
6483000 (64870)	Propane	Propane is used for heating the Transportation facility. The 2018 budget is based on historical figures and trending fuel rates. Also shared cost with purchasing which will no longer be sharing due to new heat pump installed in purchasing office	
6483100 (64871)	Propane - Minibus	The 2018 Budget reflects a decrease when compared to the 2017 Budget.	
6483105	Gasoline	The 2018 budget reflects a decrease when compared to the 2017 Budget. This line item is used for gasoline used in fleet vehicles for all departments.	
6484000 (64840)	Permits & Licenses	Funds are budgeted for forklift operator license and DMV registration of Auto Shop pickup and Buses	

Budget Variance Report - May 2017

Security Bus & Traffic - CC ## 38

For Cost Center 38 there is a favorable variance of \$48,452 through the month of May 2017 The major variance is due to the following:

CC	GL Code	Account Description	Variance	Explanation
38	6100000	Salaries and Wages	27,713	Favorable-One full-time employee has been out on leave
38	6140000	Employment taxes	4,408	Favorable- Same as Labor
38	6142000	Workers Compensation	3,722	Favorable-: Actual premiums are less than planned plus 2016 refund of \$33K allocated to all cost centers.
38	6410000	Office Supplies	2,418	Favorable- Shop supplies expected later in the year.
38	6472100	Equipment Repair & Maintenance Bus	3,142	Favorable- Repairs to buses expected later in the year
38	6483105	Gasoline	6,584	Favorable-Cost of gasoline less than expected
		Total Explained Variances	47,987	

Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance
Expenses - Transportation				
6100000 38	Salaries & Wages - Transportation	146,083	173,796	27,713
6140000 38	Employment Taxes - Transportation	14,674	19,082	4,408
6142000 38	Workers' Compensation - Transportation	13,543	17,265	3,722
6143000 38	Group Insurance - Medical - Transportati	13,713	13,810	97
6143300 38	Group Insurance - Dental - Transportatio	345	250	(95)
6143500 38	Group Insurance - Vision - Transportatio	158	185	27
6144000 38	401(k) Match - Transportation	3,221	4,003	782
6145000 38	Group Insurance - Life - Transportation	408	420	12
6146000 38	Long Term Disability Insurance - Transpo	360	490	130
6211000 38	Continuing Education - Transportation	60	0	(60)
6212000 38	Employee Exams - Transportation	1,000	1,195	195
6214000 38	Meals & Special Events - Transportation	0	50	50
6215000 38	Mileage - Transportation	0	50	50
6217000 38	Uniforms & Laundry - Transportation	3,193	3,085	(108)
6410000 38	Office Supplies - Transportation	917	3,335	2,418
6410005 38	Building Supplies - Transportation	38	210	172
6410010 38	Hospitality - Transportation	21	50	29
6410015 38	Computer Supplies - Transportation	0	50	50
6410022 38	Tool Expense - Transportation	720	625	(95)
6410030 38	Printer / Copier Supplies - Transportati	67	50	(17)
6472000 38	Equipment Repair & Maintenance - Transpo	1,851	1,910	59
6472100 38	Equipment Repair & Maint - Minibus - Tra	11,813	14,955	3,142
6478000 38	Service Contracts - Transportation	627	625	(2)
6482000 38	Dues, Memberships & Books - Transportati	0	0	0
6483000 38	Propane - Transportation	1,764	540	(1,224)
6483100 38	Propane - Minibus - Transportation	9,407	9,165	(242)
6483105 38	Gasoline - Transportation	9,916	16,500	6,584
6484000 38	Permits & Licenses - Transportation	125	330	205
	Total Expenses	234,024	282,026	48,002
Other Cost Recovery				
5413100 38	Gain / Loss on Equipment - Transportatio	450	0	450
	Total Other Cost Recovery	450	0	450
5330000 38	Income / Refund from Mutuals - Transport	290,270	290,270	0
	Total Cost Recovery	290,720	290,270	450
	Net Income / (Expense)	56,696	8,244	48,452