



Board of Directors

Agenda
Clubhouse Four
Tuesday, July 28, 2015
10:00 a.m.

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Announcements
4. President's Comments
5. Announcements/Service Awards
6. Shareholder/Member Comments

Note: Foundation Shareholder/Members are permitted to make comments before the meeting the business of the Board, begins. Requests to speak must be registered in advance of the meeting and comments are limited to three (3) minutes.

7. Consent Calendar – Approval of Board Committee Meeting Minutes (pp. 1-2)
8. Approval of Minutes (pp. 3-32)
 - a. November 21, 2014 Special
 - b. December 16, 2014 Special
 - c. June 23, 2015
 - d. June 23, 2015 Special
8. New Business
 - a. Executive Committee
 - i. Amend Policy 5023-30, Organizational Chart (Mr. Hood, pp. 33-44)
 - ii. GRF By-Laws Budget Planning (Mrs. Damoci, pp. 45-46)
 - b. Finance Committee
 - i. Approve Trust Property Use and Lease Agreement, Mutual 14 (Ms. Stone, pp. 47-52)
 - ii. Approve June Financials (Ms. Stone, pp. 53-60)
 - c. ITS Committee
 - i. CMMS Software (Mr. Friedman, pp. 61-80)

d. Physical Properties Committee

- i. Adopt Policy 3331-70, Planting Adjacent to Perimeter Wall (Ms. Snowden, pp.81-84)
- ii. Approve Contract for Tree Inventory (Mr. Lukoff, pp. 85-94)
- iii. Approve Statuary Move (Ms. Greer, pp. 95-98)

e. Recreation Committee

- i. Holiday Decorations (Mr. Hood, pp. 99-104)

f. Security Bus and Traffic Committee

- i. Approve cancellation of the Swing Out Bus Stop signs project (included in the 2015 approved Capital Budget) (Mr. McGuigan, pp. 105-108)
- ii. Security Lobby Safety Panels (new Capital purchase) (Mr. McGuigan, pp. 109-110)

9. Staff Reports

- a. Controllers Report – Ms. Miller
- b. Executive Director's Report – Mr. Ankeny

10. Board Member Comments

11. Executive Session

12. Next Meeting/Adjournment

- a. Thursday, August 23, 2015, **7:00 p.m.**, Clubhouse Four

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

- Minutes of the ITS Committee Board Meeting of April 14, 2015
- Minutes of the Executive Committee Board Meeting of May 12, 2015
- Minutes of the Security, Bus & Traffic Committee Board Meeting of May 13, 2015
- Minutes of the Communications Committee Board Meeting of May 14, 2015
- Minutes of the Special Executive Committee Board Meeting of May 26, 2015
- Minutes of the Special Finance Committee Board Meeting of July 6, 2015

Using a consent calendar format, the GRF Board of Directors is requested to approve these Committee Board meeting minutes in one motion.

These Committee Board meeting minutes will be available on the Foundation's website for view after approval. If you would like a hard copy of the minutes, please see a staff member in the Administration Office.

Thank you.

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GRF Board Special Session November 21, 2014

In accordance with Article V, Section 3, of the corporation bylaws and pursuant to due notice being delivered to the Directors and shareholders, a special meeting of the Board of Directors of Golden Rain Foundation was called to order by President Winkler at 10:00 a.m., on Friday, November 21, 2014, in the Administration Conference Room.

PLEDGE OF ALLEGIANCE

Mr. Blake, Mutual One GRF Representative, led the Board in the Pledge of Allegiance.

ROLL CALL

The Executive Coordinator reported that Directors Blake, Michaelides, DeMarco, Snowden, Stone, Reed, Hood, Rapp, McGuigan, Krieger, Winkler, Damoci, Lukoff, Bolton, Kravitz and Moore were present. Directors Wood and Craig were absent. Mutual Fifteen President Darse Crandall, Executive Director Ankeny and Community Facilities Manager Mark Weaver were also present.

NEW BUSINESS

Southern California Edison Power Outage in Mutual Fifteen

GRF Representative Ron Kravitz, Mutual Fifteen, requested today's Special Board meeting in order to bring issues arising from the power outage experienced by Mutual Fifteen, on October 29, 2014, to the Board's attention. Two recommended resolutions were to invite a representative from Southern California Edison to meet with the GRF Board and/or to send Southern California Edison written correspondence in order that the Board may express their concerns.

Thirteen Board members, the Executive Director and the Manager of Community Facilities spoke on the motion.

Mr. Hood MOVED, seconded by Mrs. Damoci –

TO send a letter, signed by the GRF President, Executive Director
and GRF attorney Jeffrey Beaumont, to Southern California

Edison expressing concern regarding issues arising from the October 29, 2014 power outage experienced by Mutual Fifteen.

Two Board members spoke on the motion.

Mrs. Damoci MOVED, seconded by Mr. Moore –

TO invite a representative from Southern California Edison to address the Board; in the event that the Board's expectations are not met, a letter signed by the GRF President, the Executive Director and GRF attorney Jeffrey Beaumont will be sent to Southern California Edison, regarding issues arising from the October 29, 2014 power outage experienced by Mutual Fifteen.

Seven Board members, the Executive Director and the Manager of Community Facilities spoke on the motion.

The motion was carried with one no vote (Mr. Blake).

Foundation Member Comments

Thirteen Board members spoke on the power outage issues in Mutual Fifteen.

EXECUTIVE SESSION

Mrs. Damoci MOVED, seconded by Mr. DeMarco and carried unanimously –

TO go into Executive Session.

The meeting was adjourned at 11:32 a.m.

Mary E. Wood, Corporate Secretary
GRF Board of Directors



**BOARD OF DIRECTORS SPECIAL MEETING
GOLDEN RAIN FOUNDATION
December 16, 2014**

CALL TO ORDER

President Winkler called the special meeting of the Golden Rain Foundation Board of Directors to order at 9:30 a.m. on Tuesday, December 16, 2014, in the Administration Conference Room.

PLEDGE OF ALLEGIANCE

Mr. DeMarco led the Pledge of Allegiance.

ANNOUNCEMENTS

The Board met today to approve the renewal of the 2015 Workers' Compensation Insurance.

PRESIDENT'S COMMENTS

The President spoke on shareholder/member comments at Board meetings and the use of parliamentary procedure.

SHAREHOLDER/FOUNDATION MEMBER COMMENTS

In accordance with Policy 5610, Participation by Foundation Members, members may enter into a comment period prior to the beginning of business. Shareholders/members must register their requests in advance of the meeting. Comments are limited to four minutes.

No Shareholder/Foundation members offered comments.

ROLL CALL

The Executive Coordinator reported that Directors, DeMarco, Snowden, Stone, Reed, Hood, Rapp, McGuigan, Krieger, Winkler, Damoci, Lukoff, and Moore were present. Directors Blake, Michaelides, Wood, Kravitz, and Bolton were absent. Executive Director Ankeny and DLD Insurance representative Jay Manning were also present.

BUSINESS

Approve the Placing of Workers' Compensation Insurance

At the December 16, 2014 special meeting of the Board of Directors, it was unanimously approved to renew the Workers' Compensation Insurance with Cypress/Berkshire at a substantial savings to the approved budget.

The Committee reviewed the approved Workers' Compensation premiums in comparison with the amounts budgeted for 2015. It was noted that \$830,000 was budgeted for Workers' Compensation Insurance (WCI), and that the amount budgeted was based on information provided in June 2014 from our broker noting a worst case WCI scenario:

- Of a higher experience modification rating (Ex-Mod),
- Possible increased classification rates within the market,
- Claims open as of June 2014.

WCI rate as approved by the Board represents a \$299,183 savings to the approved WCI budget due to:

- Payroll calculation rate for the 9066 classification code (Home Owner Associations) dropped overall in the market,
- Two major claims were closed, with reduction in the funding Reserves,
- The Foundation has been actively managing our Workers' Compensation claim occurrences noting an over 70% DECREASE in claims as of November 30, 2014.

As the WCI rate represents a substantial savings to the approved 2015 operational budget, there now exists a unique opportunity to reduce the 2015 operational budget to reflect the WCI rates as approved.

The Finance Committee unanimously moved to recommend to the Board that based upon the actual quoted WCI premium, there now exists a budgeted surplus which should be addressed. The Committee recommends to the Board an adjustment to the 2015 budget reducing monthly assessments by \$3.15.

If approved by the Board:

- All Cost Centers are adjusted to reflect the approved WCI,
- Revised budget is posted,
- Articles are placed in the News,
- 30 day notice is required to the Shareholders/Members,
- New coupon books are printed and distributed (Estimated cost \$12-15,000),
- January assessment will remain as previously approved including the increase, for the 30 day notice and reissuing of coupon books,
- Revised assessments to go into effect February 1, 2015.

Ms. Stone MOVED and Ms. Rapp seconded -

TO approve the placement of Workers' Compensation insurance with Cypress/Berkshire, for the premium period of January 1, 2015 to December 31, 2015, and to authorize the President to sign all applicable documents.

Four Board members, the Executive Director and the DLD Insurance Representative spoke on the motion.

The motion was carried unanimously.

BOARD MEMBER COMMENTS

Two Board members spoke on the successful practices of staff leading to the favorable results of the safety program and a recommendation was made to publish an announcement in the *GOLDEN RAIN NEWS*.

ADJOURNMENT

The meeting was adjourned at 9:43 a.m.

Mary E. Wood, Corporate Secretary
GRF Board of Directors

These are tentative minutes, subject to the approval of the Board of Directors.



SPECIAL BOARD OF DIRECTORS MEMBERS MEETING - GOLDEN RAIN FOUNDATION

June 23, 2015

In accordance with Article V, Section 3, of the corporation by-laws and pursuant to due notice being delivered to the Directors and shareholders, a special meeting of the Golden Rain Foundation (GRF) Board of Directors was called to order by President Winkler at 2:00 p.m., on Tuesday, June 23, 2015, in Clubhouse Four.

ROLL CALL

Following the roll call, Corporate Secretary Reed reported that Directors Blake, R. Stone, Snowden, L. Stone, Reed, Hood, Wood, Rapp, McGuigan, Doderio, Winkler, Greer, Damoci, Lukoff, Bolton and Moore were present. Director Friedman was absent. Executive Director Ankeny was also present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mrs. Reed.

ANNOUNCEMENTS

The winner of today's election will be installed at the conclusion of the meeting and asked to see the Executive Coordinator, Deanna Bennett, before leaving in order to obtain information regarding next week's schedule and to answer any questions.

All Foundation members were welcomed to observe the counting process. When the counting process began, the GRF Board recessed to Section A for an Executive Session meeting.

MEMBER COMMENTS

In accordance with Policy 5610, Participation by Foundation Members, members may enter into a comment period prior to the beginning of business. Foundation members must register their requests in advance of the meeting, and comments are limited to four minutes.

One Foundation member spoke on the rules governing elections.

ELECTION FOR GRF DIRECTORS REPRESENTING MUTUAL TWO

The President stated that the purpose of the meeting was to observe the counting process for the election of the GRF Director representing Mutual Two.

The President introduced the principals of Accurate Voting Services (AVS), Inc. Ms. Cheryl Wilson thanked the Board for engaging AVS to conduct today's election, advised how the election process has progressed and the work that will be conducted today. As a quorum of the Board was present, the counting process began at 2:04 p.m.

The Board meeting was recessed and entered into an Executive Session at 2:04 p.m.

At 2:53 p.m., after the ballot counting was conducted, the open meeting resumed and Ms. Wilson reported the election results as follows:

Mutual Two: Paul Pratt, 215; Anne Seifert, 198; Quorum only: 5 (4 envelopes were returned with a ballot and one ballot gave both candidates a vote). Abstain: 0

There were 418 ballots received, resulting in 48% participation.

The President thanked the members of Accurate Voting Service, Inc. for their work. The newly-elected Director, Paul Pratt, representing Mutual Two, was installed on the GRF Board of Directors.

COMMENTS

Seven Board Members spoke on the possibility of having some evening GRF Board meetings and welcomed the new GRF Director representing Mutual Two.

The meeting was adjourned at 2:58 p.m.

Joy Reed, Corporate Secretary
GRF Board of Directors
dfb: 6.23.15



**BOARD OF DIRECTORS MEETING
GOLDEN RAIN FOUNDATION
June 23, 2015**

CALL TO ORDER

President Winkler called the regular monthly meeting of the Board of Directors of the Golden Rain Foundation (GRF) to order at 10:00 a.m. on Tuesday, June 23, 2015, in the Administration Conference Room.

ROLL CALL

Following the roll call, Corporate Secretary Reed reported that Directors Blake, R. Stone, Snowden, L. Stone, Reed, Hood, Wood, Rapp, McGuigan, Dodero, Winkler, Greer, Damoci, Lukoff, Bolton and Moore were present. Directors Friedman was absent.

PLEDGE OF ALLEGIANCE

Mark Weaver, the Facilities Director, led the Pledge of Allegiance.

ANNOUNCEMENTS/ SERVICE AWARD PRESENTATIONS

The Board met on June 2, 2015 for a special meeting to start the ballot counting process for the GRF Directors representing the odd-numbered Mutuals.

The Board met on June 9, 2015 for the Annual Meeting and for a special meeting for the purpose of organization.

The Board has met once this month for training and orientation purposes.

Several Committee meeting dates have moved around the calendar schedule. Please keep an eye on the *Golden Rain News* for the meeting schedule. As a reminder, committee meetings are open to all shareholders.

The Four new GRF Board members were introduced: Mr. Richard Stone from Mutual One, Ms. Marjorie Dodero from Mutual Nine, and Ms. Mary Greer from Mutual Eleven (Mr. Philip Friedman from Mutual Fifteen will join the Board of Directors after June 26.)

The Seal Beach Councilperson, Sandra Massa-Lavitt, was introduced.

The ballots for the Special Mutual Two are to be counted in the afternoon, resulting in a second GRF representative from that Mutual.

One employee is being recognized with a service award of five years or more.

Robert Marselle

Security Department,

15 years

PRESIDENTS COMMENTS

The Centennial Brick Program for Leisure World is now ready for your money and your purchase forms to purchase bricks. At a meeting yesterday with the Centennial Brick Committee, Craig Powell, a Leisure World resident and Laura Ellsworth, the City Representative, Assistant City Manager Patrick Gallegos, GRF Centennial Chair, Larry Blake, Carole Damoci, I, Mark Weaver and Terry DeLeon along with Randy Ankeny, had all our questions answered and the kinks ironed out, so to speak.

Checks are to be made out to the City of Seal Beach Centennial and will be deposited immediately; if something goes awry with your purchase, they will refund your money. We will vet the list of applicants to insure they are current or former Leisure World residents. The deadline for purchasing the bricks is July 17, (we talked them into extending the date by a couple of weeks). You will find an application form in your newspapers this week and all applications can be mailed to or dropped off at City Hall. All the information is on the application form.

At the City Council meeting last night, the City approved their fiscal budget for 2015-2016 and it included \$70,000 for a hydrology study for the Westminster Channel to study the viability of covering the channel and possibly tying it into a bicycle path to connect with Long Beach. This is the first step in the City's search for grant funding and we have our 5th District Representative, Sandra Massa Lavitt, to thank for this first big step in the Leisure World decision-making process regarding the Westminster wall project.

In addition, I realized by listening to the budget process, the City offers many discount benefits to its residents and especially its senior residents. I have asked our Executive Director to work with the City to get a list of them and how to qualify and how to receive them. I know they vary from discounted parking passes, to home-based businesses, to discounted utility bills. We will find out what else it out there that will benefit Leisure World residents.

The Sunday's Farmers' Market has been a big success. There seemed to be a constant flow of residents and the feedback from our residents was positive. I saw some veggies there I have never seen at my market so the gourmet cooks should take a look. Comments

were the prices were reasonable and in some cases less expensive than in another Farmer's Markets. I also spoke with a few vendors, who came from as far away as San Luis Obispo and Lancaster and they were pleased with the volume of their sales.

We have a very busy year ahead of us. Our Mutual and GRF board of directors training was held on June 29 and 30 at Clubhouse Four. Keep in mind, Davis Sterling requires Board of Director training for new HOA Boards and those sessions and trainers more than met those requirements. There is always something new to learn and we did! Dr. Bruce Bishop held the parliamentary session on Tuesday afternoon. Many of you spoke on how you enjoyed his class in parliamentary rules and their impact on the civil code, Davis Sterling. He has a good sense of humor and completely understands the challenges in going forward with agendas and complying with all the rules. I also learn something from him.

With the election of Paul Pratt to fill the open position in Mutual Two, we now have all eighteen GRF Board of Directors in place. Nine men and nine women agreed to spend hours of their time in assisting the Foundation in helping Leisure World becoming an even better place to live and enjoy life. The 2014-2015 Board of Directors set into motion many programs, mostly coming out of Recreation, to provide interesting activities for all of our residents to enjoy.

We have a fantastic amphitheater program set up and the credit goes to the Recreation Committee, chaired by Kathy Rapp and the members of her Committee and all the time and effort put in by Larry Blake and Carole Damoci. You can join everyone enjoying Debbie Boone, Charo, The Jersey Boys, Bill Medley, the Eagles, a military band, Celtic Music, and the list goes on. Food will still be available so if you get there early, you will have an opportunity to eat dinner and then sit back and enjoy the evening. Be sure and bring something warm to wear as sometimes it can get chilly and possibly a cushion as our hard seats can be a little uncomfortable. I personally, am so looking forward to a great series.

Our July 4th celebration will take place in and outside of Clubhouse Six from 10 AM to 2 PM. There will be a classic car and craft show, the Rolling Thunder Cart Club will parade their decorated carts and we will have "music": Gina and the Bootleggers will entertain us with country music. Food will also be available with two food trucks, tri-tip barbecue and Cold Stone Creamery. Please join us!

We now have five new freshman added to our team. Please join with me and welcome Richard Stone, representing Mutual 1, Paul Pratt, Mutual 2, Marjorie Doderer, Mutual 9, Mary Greer, Mutual 11 and Phillip Friedman, Mutual 15. We are so very fortunate to have our shareholders agree to take part in the decision-making process of the Foundation. Volunteers such as these Board members of the Golden Rain Foundation, sharing their

expertise, make it possible to live here at a reasonable cost. They have my heartfelt thanks.

SHAREHOLDER/MEMBER COMMENTS

In accordance with Policy 5610, Participation by Foundation Members, members may enter into a comment period prior to the beginning of business. **NOTE:** Foundation members are permitted to make comments before the business of the Board begins. Requests must be registered in advance of the meeting and comments are limited to four minutes.

No shareholder/members offered comments.

CONSENT CALENDAR – APPROVAL OF BOARD COMMITTEE MEETING MINUTES

In accordance with Civil Code 4090, the Foundation has made available a summary of the meetings where a quorum of the Board was present. Quorums of the Board were present at two Committee meetings in May. The Committee minutes for these meetings were approved earlier this month by their respective Committees:

- Minutes of the Physical Property Committee Board Meeting of May 8, 2015
- Minutes of the Recreation Committee Board Meeting of May 11, 2015

The method with which these minutes will be approved is the Consent Calendar, which means any item placed on the Consent Calendar can be approved in one motion.

The Consent Calendar was approved, with no corrections or withdrawals, by general consent of the Board, as distributed.

The Committee Chairs were asked to stop by the Board Office within the next five business days to sign their approved Board Committee minutes. Once they are all signed, they will be posted to the website.

APPROVAL OF BOARD MEETING MINUTES

The minutes of the May 26, June 2, June 9 (Organizational) 2015 Golden Rain Foundation Board meetings were approved, by general consent of the Board, as presented.

ACCEPTANCE OF FINANCIAL STATEMENTS FOR AUDIT

Ms. Stone MOVED, seconded by Mrs. Damoci and approved by general consent of the Board –

TO accept the May 2015 Financial statements for audit.

BUSINESS

Ratify Committee Assignments

In accordance with Foundation Policy 5100, Committee Functions, all Board standing committees and their members shall be appointed and/or removed by the President after conferring with the officers of the Board.

The Committee chairs are: Architectural Design and Review Committee (ADRC), Corporate Secretary Joy Reed, Communications, Larry Blake; Executive, Vice President Carole Damoci; Finance, Treasurer Linda Stone; Information Technology Services, Phil Friedman; Mutual Administration, Kathy Rapp, Physical Property, Barry Lukoff; Recreation, Phil Hood, and Security, Bus & Traffic, Steve McGuigan, Facilities and Amenities Review (FAR) Ad hoc Committee, Perry Moore.

Mr. Lukoff MOVED, seconded by Mr. Blake -

TO ratify the proposed committee assignments for the 2015/2016 term.

Two Board members spoke on this motion.

The motion was carried unanimously.

Ratify Los Alamitos Medical Center Advisory Board Assignments

In accordance with the management agreement between Golden Rain Foundation and the Los Alamitos Medical Center, the President has appointed Directors, Carole Damoci, Marjorie Doderro, Linda Stone, Ronde Winkler and Mary Wood as members of the LAMC Medical Advisory Board for the 2015/2016 term.

Mr. Hood MOVED, seconded by Ms. Rapp-

TO ratify the President's appointment of Carole Damoci, Marjorie Doderro, Linda Stone, Ronde Winkler and Mary Wood to

the LAMC Medical Advisory Board for the 2015/2016 term.

Two Board members spoke on the motion.

The motion was carried unanimously.

Physical Property Committee

At its June 1, 2015 meeting, the Physical Property Committee (PPC) unanimously approved the replacement of the break room and technician area floors at the Service Maintenance Office. These areas were not included in their current project. After completion of the upgrades at the Service Maintenance area, it was quite noticeable the need to replace the flooring in these areas. The cost to replace these two areas is \$6,589.00. Two additional quotes will be received. The type of flooring has been approved by the Architectural Design and Review Committee (ADRC).

Mr. Lukoff MOVED, seconded by Ms. Stone-

TO approve the replacement of the flooring in the break room and technician area at the Service Maintenance Office, at a cost not to exceed \$6,589.00, to be charged against the Reserve fund.

Two Board members spoke on the motion.

The motion was carried unanimously.

CONTROLLER'S REPORT

The Controller's report is included at the end of the minutes as an attachment.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director's report is included at the end of the minutes as an attachment.

BOARD MEMBER COMMENTS

Seventeen Board members spoke on their backgrounds for the benefit of the new GRF Board members.

ADJOURNMENT

The meeting was adjourned was at 10:56 p.m.

Joy Reed, Corporate Secretary
GRF Board of Directors

These are tentative minutes, subject to the approval of the Board of Directors.

/dfb

Controller's Financial Recap – May 2015

As of the five-month period ended May 2015, the financial reports indicate that GRF is in favorable financial position with a surplus of \$321,258.

Major variances are:

Salaries & Wages	66,085	Hours worked are below budget for various cost centers, mainly CC74.
Temporary Agency Fees	(31,030)	Temps used to fill key vacant positions
Employment Taxes & Benefits	123,620	Workers Comp \$82K due to 2014 refund of \$60K; 401K ER match & Grp Ins. \$33K
Facilities Rentals & Maintenance	51,230	\$10K - Landscape contracts \$9K - Landscape extras \$18K - Sewer & street maintenance \$28K - Computer Maintenance
News Advertising Income	(90,037)	(\$32K) – Telephone book advertising (\$47K) – Display advertising
SRO Labor Cost Recovery	58,032	Actual labor exceeded budget

Reserve & Capital Expenditures

Projects	Budget	YTD Expenditures	Commitments
Projects From Reserves	\$1,090,900	137,021	133,377
Capital Improvement Projects from 2014	1,816,608	693,469	822,177
Capital Improvement Projects – 2015	245,979	37,574	1,900

P.O. Box 2069
Seal Beach CA 90740

Description			
	Current Assets:		
1122000	Cash & cash equivalents	364,486	
	Non-Restricted Funds	62,693	
	Receivables	513,609	
	Prepaid expenses	304,784	
	Inventory of maintenance supplies	<u>474,056</u>	
	Total Current Assets		1,719,628
	Designated deposits		
1211000	Contingency Operating Fund	697,674	
	Reserve Fund	5,642,755	
1212500	Capital Improvement Fund	1,377,853	
1213000	Liability Deductible & Hazard Fund	200,000	
1214000	Repair & Tax Deposits	<u>629,240</u>	
	Total designated deposits		8,547,521
	Notes Receivable		
1411000	Notes Receivable	<u>4,360</u>	
	Total Notes Receivable		4,360
	Fixed Assets		
	Land, Building, Furniture & Equipment	30,728,854	
	Less: Accumulated Dep'n	<u>(20,274,937)</u>	
	Net Fixed Assets		10,453,917
	Other Assets		
	Premium on Municipal Bonds		<u>18,232</u>
	Total Assets		<u><u>20,743,657</u></u>

P.O. Box 2069
Seal Beach CA 90740

Description

Liabilities & Stockholders Equity

Current Liabilities:

Accounts payable	999,290
Project Commitments	957,454
Accrued payroll & payroll taxes	492,887
Accrued expenses	304,654
Accrued property taxes	135,844

Total Current Liabilities 2,890,129

Total Liabilities 2,890,129

Stockholders' Equity

Mutuals' Beneficial Interest

3211000	Contingency Operating Reserve Equity	697,674
3212000	Reserve Equity	5,509,378
3213000	Equity in Capital Improvement Fund	553,776
3310000	Beneficial Interest in Trust	4,594,223

Total Mutuals' Beneficial Interest 11,355,050

Membership interest

Membership certificates of 844 shares @ \$200 par value, and 5,764 shares @ \$250 par value, authorized, issued and outstanding	1,609,800
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Additional paid-in-capital 4,863,351

Total Paid-in-Capital 6,473,151

Excess Income

Current Year 25,326

Total Excess Income 25,326

Net Stockholders' Equity 17,853,528

Total Liabilities & Stockholders' Equity 20,743,657

**Golden Rain Foundation
Cash Flow Activity - All Reserves
For the Month of May 2015**

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Committed Funds	Liability Insurance Fund	Other Restricted	Nonrestricted Funds	Total
Balance 4/30/2015	697,674	5,617,788	1,323,648	(0)	200,000	563,541	72,304	8,474,953
Funded: Assessments		83,333						83,333
Funded: Membership Fees collected (51)		28,241	57,337					85,578
Funded: M17 Lease Fees collected (2)		222	450					672
Funded: Interest on Funds		2,261						2,261
Progress Payments on CIP								-
Expenditures		(89,090)	(3,582)					(92,672)
Commitments								-
Replenish funds for Donated Assets								-
Net Monthly Claims								-
Disbursement to Mutuals								-
Transfers between funds								-
Interest Income Allocation								-
Net Monthly Activity						65,699	(9,610)	56,088
Balance 5/31/2015	697,674	5,642,755	1,377,853	(0)	200,000	629,240	62,693	8,610,214
Net Activity	-	24,967	54,205	-	-	65,699	(9,610)	135,260

Golden Rain Foundation
Quick Balance Sheet Analysis
For the Period Ended May 31, 2015

SELECTED BALANCE SHEET ITEMS

	Current Balance	Prior Month	Increase (Decrease)
Cash In Bank	364,486	208,537	155,949
Current Assets	10,267,149	10,175,190	91,959
Current Liabilities	2,890,129	2,940,984	(50,855)
Current Ratio	3.55	3.46	
Designated Deposits:	8,610,214	8,474,954	135,260
Reservet Fund			
Liability & Disaster Insurance Fund			
Capital Improvement Fund			
Contingency Operating Fund			
General Operating Fund			
Other Restricted Fund			
Committed Fund			

RESULT OF OPERATIONS

Current Month	Actual	Budget	Variance	%
Income	1,232,646	1,237,029	(4,383)	(0.35)
Expense	1,211,298	1,224,258	12,960	1.06
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	21,348	12,771	8,577	
Year To Date	Actual	Budget	Variance	%
Income	6,338,558	6,306,761	31,797	0.50
Expense	5,928,410	6,217,870	289,460	4.66
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	410,148	88,891	321,257	

Full Time Equivalents		
For the Month	Average YTD	Planned - 2015
153.23	151.92	154.28

2015 Reserve Expenditures

Center	Description	Budget Amount	EXPENDITURES			Remaining Balance	Labor	Variance
			Jan-Apr	May	Total			
34	St. Andrews & North Gate Server Replacements (Incl. 10% contingency)	3,300	-		0.00	3,300.00		3,300.00
34	Server Rack Cabinet UPS Backup Power Unit (Incl. 10% contingency)	3,300	-		0.00	3,300.00		3,300.00
34	Replace Wireless Access Points at Clubhouses (Incl. 10% contingency)	8,800	-		0.00	8,800.00		8,800.00
35	Reupholster Furniture	4,500	-		0.00	4,500.00		4,500.00
45	Replace Rigging Amphitheater Stage (727-15)	25,000	-	25,599.00	25,599.00	(599.00)		(599.00)
45	Paint Amphitheater (728-15)	6,000	-		0.00	6,000.00		6,000.00
45	Refinish Flooring- Amphitheater (729-15)	8,000	-	12,865.00	12,865.00	(4,865.00)		(4,865.00)
48	Replace Hot Tub Cover	2,500	-		0.00	2,500.00		2,500.00
51	BBQ Replacement	3,500	3,323.50		3,323.50	176.50	312.00	(135.50)
51	25 Long Tables	2,500	2,337.19		2,337.19	162.81	230.75	(67.94)
51	30 Card Tables	2,500	2,658.02		2,658.02	(158.02)	195.00	(353.02)
51	40 Arm Chairs	6,000	-	6,057.94	6,057.94	(57.94)	117.00	(174.94)
52	2 Portable Microphone Systems	4,000	-	2,777.76	2,777.76	1,222.24		1,222.24
52	40 Arm Chairs	6,000	-	6,057.94	6,057.94	(57.94)	58.50	(116.44)
53	4 Portable Microphone Systems	8,000	-	5,555.52	5,555.52	2,444.48		2,444.48
53	40 Arm Chairs	6,000	-	6,057.94	6,057.94	(57.94)	117.00	(174.94)
54	30 Round Tables, 60" diameter	5,000	3,841.11		3,841.11	1,158.89		1,158.89
54	2 Portable Microphone Systems	4,000	-	2,777.76	2,777.76	1,222.24		1,222.24
54	40 Arm Chairs	6,000	-	6,057.93	6,057.93	(57.93)	117.00	(174.93)
54	Recover Partitions	6,000	-		0.00	6,000.00		6,000.00
54	New Kitchen Floor (3366-15P)	4,500	-	3,900.00	3,900.00	600.00		600.00
54	Emergency Generator	2,500	-		0.00	2,500.00		2,500.00
55	New Bathroom Flooring by Café (3370-15P) (Completed)	2,500	2,340.61		2,340.61	159.39		159.39
56	1 Portable Microphone Systems	2,500	-	1,388.88	1,388.88	1,111.12		1,111.12
56	40 Arm Chairs	6,000	-	6,057.93	6,057.93	(57.93)	117.00	(174.93)
74	Remodel Service MtnC Ofc (lights, paint, carpet, work stations) (726-14)	17,000	7,647.14	564.24	8,211.38	8,788.62		8,788.62
79	Street resurfacing, St. Andrews Drive	760,000	-		0.00	760,000.00		760,000.00
79	56 Trees Replaces in street medians	125,000	-		0.00	125,000.00		125,000.00
79	Main Gate Beautification - Globe (730-15B)	50,000	22,500.00		22,500.00	27,500.00		27,500.00
			-		0.00	0.00		0.00
Total Planned Reserve Expenditures		1,090,900.00	44,647.57	85,717.84	130,365.41	960,534.59	1,264.25	959,270.34

Non Budgeted Approved by Board

30	Replace blinds in Admin. Building- 1st Floor (712-14)	3,372.00	-	3,372.00	3,372.00	0.00		0.00
51	Replace 1 Holiday Trees	550	547.18		547.18	2.54		2.54
52	Replace 1 Holiday Trees	550	547.18		547.18	2.54		2.54
53	Replace 1 Holiday Trees	550	547.18		547.18	2.54		2.54
54	Replace 1 Holiday Trees	550	547.18		547.18	2.54		2.54
56	Replace 2 Holiday Trees	1,099	1,094.33		1,094.33	5.11		5.11
74	Remodel Service MtnC Ofc (726-14) (Add'l. Funds Approved by BOD 3/24/15)	4,404	-		0.00	4,404.00		4,404.00
79	Main Gate Beautification - Globe (730-15B) (Add'l. Funds Approved by BOD 2/24/15)	134,270	-		0.00	134,270.00		134,270.00
Total Non Budgeted Approved by Board		145,344.32	3,283.05	3,372.00	6,655.05	138,689.27	0.00	138,689.27

Total Reserve Expenditures

1,236,244.32	47,930.62	89,089.84	137,020.46	1,099,223.86	1,264.25	1,097,959.61
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Capital Improvement Fund Carryover from 2014

Center	Description	Budget Amount	EXPENDITURES			Remaining Balance	Labor	Variance
			Jan-Apr	May	Total			
30	Admin. Building Remodel 2014 (Lighting) (ARB2014)	1,000	-		0.00	1,000.00	117.00	883.00
32	Barcode label printer	1,000	-		0.00	1,000.00		1,000.00
34	Surveillance Camera Expansion	1,000	1,379.65		1,379.65	(379.65)	522.00	(901.65)
34	Jenark System	53,571	19,786.00		19,786.00	33,785.00		33,785.00
37	Automated Pedestrian Gate	15,000	-		0.00	15,000.00		15,000.00
37	4 Visitor Admissions Printers	4,000	-		0.00	4,000.00		4,000.00
37	Portable security cameras for outdoor use	558	408.79		408.79	149.21		149.21
79	Resales Office Remodel (725-14)	70,000	19,112.28	2,697.02	21,809.30	48,190.70	39.00	48,151.70
79	Perimeter wall sections R (591-01B-R)	10,156	9,310.00	600.00	9,910.00	246.00		246.00
79	Perimeter wall sections A (591-01B-A)	341,850	226,800.00		226,800.00	115,050.00		115,050.00
79	Perimeter wall sections J & K (591-01B-JK)	702,900	2,600.00		2,600.00	700,300.00		700,300.00
79	Westminster Wall Section L & M/ Engineering (668-11B)	23,475	-		0.00	23,475.00		23,475.00
79	Landscape Improve.- Canoe Brook/El Dorado (713-14) (Completed)	26,777	26,776.50		26,776.50	0.50		0.50
79	In-Rd Light Plan-St.Andrews-Lighted Crosswalk(702-14) (Completed)	80,750	80,750.00		80,750.00	0.00		0.00
79	St. Andrews Improvement @ Tam O'Shanter (721-14) (Completed)	59,463	49,400.00		49,400.00	10,063.00		10,063.00
79	Street Painting (708-14-PS)	56,494	45,438.93		45,438.93	11,055.07		11,055.07
79	St. Andrews Gate Improvements (723-14)	50,000	-		0.00	50,000.00		50,000.00
79	Del Monte Drive Removal & Replacement (722-14) (Completed)	154,234	145,733.00		145,733.00	8,501.00		8,501.00
79	Bridge Repairs @ Burning Tree & Del Monte (3361-14P) (Completed)	4,380	4,380.00		4,380.00	0.00		0.00
79	Pharmacy Pedestrian Circulation and Ramp Design (710-14)	50,000	17,790.66		17,790.66	32,209.34		32,209.34
79	Re-Roofing Community Facilities Buildings - CH1 (711-14)	90,000	33,656.36		33,656.36	56,343.64		56,343.64
79	Paint Front Gate Security Building (716-14) (Completed)	15,000	6,850.00		6,850.00	8,150.00		8,150.00
79	Paint Exterior Resales Building (718-14) (No Contract)	5,000	-		0.00	5,000.00		5,000.00
Total Planned Capital Acquisitions		1,816,608	690,172.17	3,297.02	693,469.19	1,123,138.81	678.00	1,122,460.81

Total Capital Acquisitions

1,816,608	690,172.17	3,297.02	693,469.19	1,123,138.81	678.00	1,122,460.81
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From 2013 Capital Carryover 25,156

From 2014 Capital Carryover 1,791,452

Total Carried to 2015 Capital Improvement Fund @1/1/2015 1,816,608

2015 Capital Plan

Center	Description	Budget Amount	EXPENDITURES			Remaining Balance	Labor	Variance
			Jan-Apr	May	Total			
22	Back Hoe attachment	15,000	-		0.00	15,000.00		15,000.00
22	Water storage, pump and hose	5,000	-		0.00	5,000.00		5,000.00
22	Evacuation chairs (2)	4,000	-		0.00	4,000.00		4,000.00
33	Caregiver pass printer	3,000	-		0.00	3,000.00		3,000.00
34	Credit Card POS Solutions	5,500	1,077.84		1,077.84	4,422.16		4,422.16
34	Second Server/Rm Mods	63,800	-		0.00	63,800.00		63,800.00
34	Main Server Room Modifications (734-15 - Second Server Room Mods)	6,600	2,365.27		2,365.27	4,234.73		4,234.73
34	CH4 Technology Enhancements	44,000	-		0.00	44,000.00		44,000.00
34	Visual Display Solutions	22,000	-		0.00	22,000.00		22,000.00
36	Backup Server - Macintosh	9,663	11,717.08		11,717.08	(2,054.08)		(2,054.08)
36	Dell Workstation Monitors	1,416	1,397.27		1,397.27	18.73		18.73
37	Radar Trailer	9,000	8,391.60		8,391.60	608.40		608.40
37	Patrol Car Security Cameras	3,000	2,807.55		2,807.55	192.45		192.45
37	Security Camera Monitors	3,000	-		0.00	3,000.00		3,000.00
38	Swing out Stop Signs for Buses	13,000	-		0.00	13,000.00		13,000.00
38	In Bus Cameras	12,000	-		0.00	12,000.00		12,000.00
38	Bus Backup Proximity Sensors	3,000	-		0.00	3,000.00		3,000.00
40	Additional Sand Trap	4,000	-		0.00	4,000.00		4,000.00
51	BBQ Area Wind Wall & Electrical Line (737-15A)	5,000	-		0.00	5,000.00		5,000.00
54	Conference Room Mic System	12,000	8,554.94	285.12	8,840.06	3,159.94		3,159.94
56	Ballet Barre	2,000	987.44		987.44	1,012.56		1,012.56
					0.00	0.00		0.00
Total Planned Capital Acquisitions		245,979.00	37,298.99	285.12	37,584.11	208,394.89	0.00	208,394.89
Non Budgeted Approved by Board								
79	ADA Improvement Main Parking Lot	59,000	-	0.00	0.00	59,000.00		59,000.00
Total Non Budgeted Approved by Board		59,000.00	0.00	0.00	0.00	59,000.00	0.00	59,000.00
Total Capital Acquisitions		304,979.00	37,298.99	285.12	37,584.11	267,394.89	0.00	267,394.89



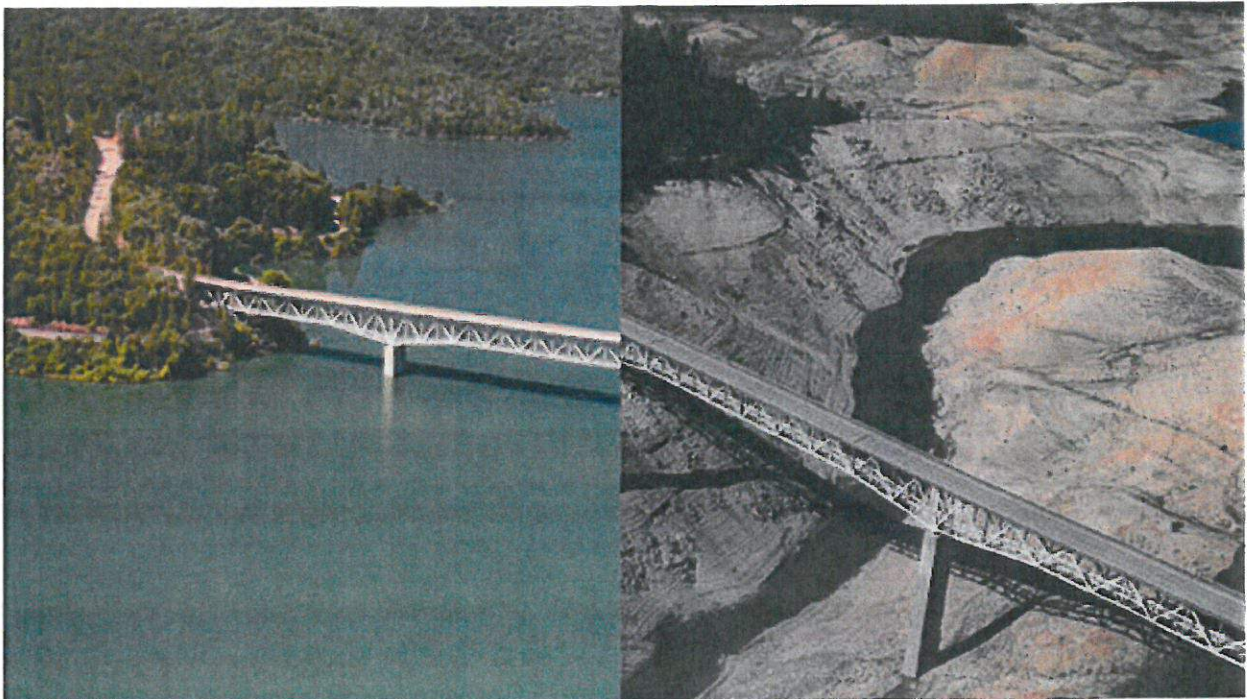
Golden Rain Foundation

Leisure World, Seal Beach

May 26, 2015 meeting of the Board of Directors
Executive Directors Report



3 gallons per day, a few gallons of water saved a day can go a long way in helping to conserve water. If each of us can save 3 gallons a day, this would equal well over half a million gallons saved per month and a major savings of over seven million gallons of water annually. It just takes 3 gallons a day. We have already made significant reductions but we need a little bit more, considering the severe drought in California this year.



The picture above and many other examples is clear evidence that we need to work together and conserve water.

Saving water comes naturally with some simple awareness and new habits! Let's set a goal for additional water savings of 3 gallons per day by:

1. Don't let the water run, when washing dishes by hand. If you fill one basin (or bowl or saucepan) with wash water and the other with rinse water, you will save gallons.
2. If you accidentally drop ice cubes, don't throw them in the sink. Drop them in a house plant instead. When we say "every drop counts", we mean it!
3. Time your shower to keep it under 5 minutes. You'll save up to 1,000 gallons per month. To help reduce your water time in the shower, turn it off while shampooing, conditioning and shaving. Turning off the water while washing your hair saves another 150 gallons a month!
4. Put food coloring in your toilet tank. If it seeps into the bowl without flushing, there's a leak. Fix it and start saving gallons.
5. Turn off the water while you brush your teeth and save up to 4 gallons a minute. That's up to 200 gallons a week for a family of four. Do the same when you lather while washing your hands, too! Eventually, having the water on while doing these tasks will feel odd, like not wearing your seatbelt.
6. Take 5-minute showers instead of baths. A bathtub requires up to 70 gallons of water to fill!
7. Be sure to check all your water outlets, indoors and out, for small leaks. One drip per second = five gallons a day!
8. Minimize use of kitchen sink garbage disposal units, In-sink 'garburators' require lots of water to operate properly.

General Project Update

1. SAFETY AND ACCESSIBILITY ADMINISTRATION/PHARMACY

- Physical Property Committee agreed to look at the possibility of using Project Funds not used after the Pavement Project is completed to reduce risk in this area
- Physical Property was asked to look at the cost to provide covered bus benches in front of the Pharmacy to prevent pedestrians from tripping over the curb
- Estimate of \$26,000 to install three bus shelters
- Craig Webber looking into possible solution to the area
- Solution to be presented to PPC in April 2014

- Action by the Physical Property Committee at their April meeting to approve the plan for removing two trees replacing concrete and adding bollard options and to have staff send out a RFP bringing bids back to a future meeting
- RFP scheduled to go out for bid mid-July
- At the July 10 PPC the committee asked staff to include a solution for the handicap parking in front of the Pharmacy
- Review/Modification to RFP in process
- Pharmacy entrance was given to the Architectural Design Review Committee for their input
- At its September meeting PPC requested staff to contract with ADA Inspections Plus LLC to perform a circulation evaluation and ramp design for the Administration and Health care areas.
- At its October meeting the PPC reviewed plans from ADA Inspections Plus and asked staff to make some changes and present them at the next meeting
- PPC at its November meeting asked staff to send out an RFP for this project on plans approved at this meeting RFP in process
- RFP sent out and bids are due back at Februarys PPC meeting
- At its 2/13/15 meeting two bids were opened and the PPC is recommend M.J. Jurado be awarded this project due to their experience in the community. The cost to complete this project is \$98,837 plus a 10% contingency of \$9,883 for a total of \$108,720. This information was forwarded to the Finance Committee for funding
- The Finance Committee – At its March meeting the Finance Committee recommended to include \$59,000 of funding from 2015 Capital funds.
- Action placed on the GRF Board 3/24/15 agenda
- At its March 24, 2015 the GRF Board awarded a contract to MJ Jarado in the amount not to exceed \$108,720.00 to replace and enhance various parking and access elements around the Administration and Medical Center Buildings
- Work in process – 65% complete
 - Administration ramp completed
 - Handicap parking stalls in front of the medical center have been modified
 - Administration front door ramp has been modified.

2. TRUST STREET PAINTING

- RFP sent out mid August. Bids due back September 8 and opened at the PPC September meeting
- To be included in the 2014 Paving Project
- At its meeting on September 12, 2014, the Physical Property Committee unanimously recommended a contract be awarded to PCI for this work, this item is on the GRF agenda for September
- GRF Board approved this project at its October 2, 2014 meeting. Start date is November 3, 2014 work in process
- Contractor is taking care of punch list

3. AUTOMATIC GATE AT MAIN GATE EXIT

- Action by the SBT Committee to have Physical Property Department send out RFP
- Physical Property Department developed RFP
- Physical Property Department received 3 bids
- Contract executed on 1/21/14
- Gate will be installed after Perimeter Wall is complete.
- Physical Property Staff working with the contractor to set equipment for the gate
- The contract was signed with the understanding the system would comply with ADA standards and does not. Alternate options will be presented at the November PPC.
- This item is on the GRF Board agenda for November to approve installation of an Vortex Gate not to exceed \$15,000 installed
- Gate is on order and scheduled for installation early April
- Door/Gate installed, low voltage wiring in process
- Project to be complete early June

4. PERIMETER WALL PROJECT 2014 SECTION A

- Action by the Physical Property Committee at its February 2014 meeting to inspect the condition of the remaining walls and bring back to the Committee 3 options to replace section L and M was requested at its Feb meeting
- Inspections in process Information presented at March PPC Meeting
- Physical Property Committee at its March meeting asked staff send out RFP for grading plans at Perimeter Wall section L and M with wall to be moved to the outer edge of property
- RFP in process (need soil sample first)
- Action by the Physical Property Committee to have staff provide cost for soil sample at section L and M and to have staff obtain a cost for removal and replacement of sections I, J and K from the current contractor. Cost from current contractor was discussed
- Physical Property Committee at its May meeting asked staff send out RFP for replacement of J and K having wall sections broke down and include a cost for section I
- At the May PPC budgeted funds of 8,500 were approved to have staff obtain soil samples for the property along wall sections L and M
- Soil Samples collection from section L and M conducted July 5, results came back clean
- Staff is working with OCFC to determine property line access requirements, drainage details and gate requirements at C/H 2 for Sections J and K
- OCFC has no record of property line. Quotes are being collected for the cost of a survey
- At the August PPC Meeting the Committee directed staff to focus on replacement of Section A in place of Section J and K. Cost will be presented at the September PPC Meeting
- At its meeting on September 12, 2014, the Physical Property Committee unanimously recommended the Board award a contract to Dantuma Masonry for the replacement of Perimeter Wall Section A, this item is on the September GRF Board agenda

- GRF Board approved Perimeter Wall Section A at its October 2, 2014 meeting. Start date is scheduled for November 3, 2014, work in process. Meet with Mutual 15 Board on project flow
- Block Wall, Tree and landscape removal started 11/19/2014 along section A.
- Work in process

5. ROOF REPLACEMENT CLUBHOUSE 1

- Action by the PPC at their April meeting to send out an RFP to re roof Clubhouse 1 and have staff provide options for skylights and materials was made
- Direction was given to staff at the May PPC meeting to send out an RFP to re roof Clubhouse 1 and not include an option for skylights
- RFP sent out bids due back August 26 and will be opened at the PPC September meeting
- At its meeting on September 12, 2014 the Physical Property Committee unanimously voted to recommend the Board award a contract to Adco Roofing & Weather Proofing for the replacement of the A-Frame and lower portion roofs of Clubhouse One, this item is on the September GRF Board agenda
- Architectural Review Committee chose the color of the roof
- GRF Board approved this project at its October 2, 2014 meeting. Start date is scheduled for November 3, 2014,
- Final ridge venting to be completed by April
- Work in process

6. PAINTING CLUBHOUSE 3 INTERIOR

- At its November 14th meeting the PPC opened 4 bids and asked staff to analyze the bids and bring a recommendation back to the next meeting
- The GRF Board approved to award a contract with General Coatings in the amount of \$26,950 to paint the interior of Clubhouse 3 At its December 19, 2014 meeting
- Contractor will start work January 26 and will be working after hours
- Work in process and scheduled to be completed early May
- Project completed – Final report

7. SALES OFFICE UPGRADES

- At its December 19, 2014 GRF Board meeting the Board approve \$70,000 to upgrade the Sales office
- The Service Maintenance Department is conducting minor repairs and the Physical Property Department has sent out RFP's for paint , carpet and window covering
- Work in progress – 80% complete

8. SERVICE MAINTENANCE UPGRADES

- Staff is sending out RFP's to replace carpet, paint, workstations and window coverings for the Service Maintenance Office
- At its March 24, 2015 the GRF Board approved to renovate the Service Maintenance Administration Office at a cost not to exceed \$21,404.00
- Project completed- Final report

9. GLOBE ENTRY MONUMENT REPAIRS AND CONSERVATION

- PPC on February 13, 2015 reviewed 3 options of repair for the Globe with 6 different contractors. The PPC unanimously choose the option to sandblast down to bare metal, make repairs as needed and paint one color.
- Action by the GRF Board at its February 24, 2015 meeting to repair and conserve the Trust asset identified as the Globe in the amount not to exceed \$163,270.00 was passed
- Contract executed March 10, 2015
- Work in process, contract completion date May, 8 2015
- Action by the GRF Board to approve a change order for \$20,955.14 to upgrade the paint from Solid to Metallic
- Work in process
- June 1, 2015, Special meeting of the Physical Properties Committee to review proposals for the replacement of the continents

10. PAVING PROJECT SOUTH ST. ANDREWS DRIVE/ST. ANDREWS GATE

- The PPC at its March meeting accepted quotes from Urban Crossroads to complete studies for the St. Andrews paving project and St Andrews Gate at a cost of \$4,780.00 and \$3,590.00
- Traffic and flow study to commence in summer of 2015

11. PERIMETER WALL SECTION B

- PPC at its March meeting approved staff to conduct a survey of the property line with Anacal Engineering at a cost not to exceed \$9,999.00
- Contract in draft stage.
- Work to begin with the completion of wall sections A

12. CLUBHOUSE 4 KITCHEN FLOOR

- PPC and ADRC approved refinishing the floor in Clubhouse 4 kitchen at their February meetings
- Contract with Best Custom Coating was executed on February 23 2015
- Work started April 20 2015 and is scheduled for completion April 26 2015
- Project Complete – Final Report

IT Services Project Update

1. CMMS SOLUTION SEARCH

- Replacement for MicroMain in progress
- Reviewed GRF counsel's draft MicroMain contract termination letter on 4/23
- Software Advise service used to provide software recommendations
- Four solutions referred by Software Advise reviewed through several web demos with key department management
- Three solutions reviewed in depth with secondary demos held
- Staff identified one in particular (Axxerion) as a strong solution and good fit
- In depth review of the Axxerion CMS software under through review

2. MICROSOFT OFFICE 2013 TRANSITION

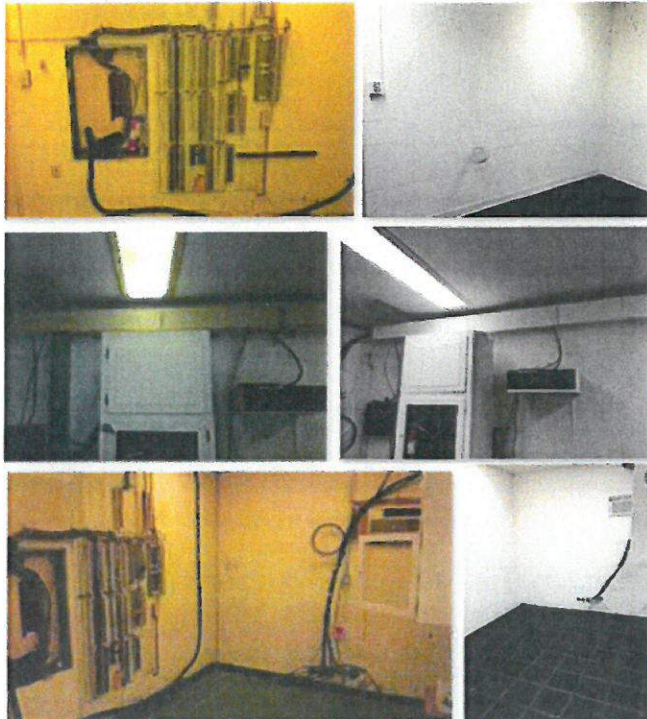
- 2nd Phase - 20 licenses to be purchased and installed
 - i. Accounting, Administration, Community Facilities (Complete)
 - ii. 3rd Phase News, Physical Properties and Recreation – July

2. SERVER ROOM MODIFICATIONS

- Approved by IT Services Committee on 3/10/2015
- ITS, Service Maintenance and outside vendor met to discuss plan to begin work.
- Acquisition of required materials in progress.
- Room has been cleaned and prepped for work.
- Work in progress, 60% completed

BEFORE

AFTER



3. CREDIT CARD PAYMENT / POS SOLUTIONS

- Committee approved 3/11/2015
- Working with US Bank to order POS bundle kit and establish service.
- Deployment for the following departments:
 - Purchasing – To be placed in operation the week of May 25th.
 - Physical Properties' – In operation
 - Distribution – Finalizing data base

Recreation

- Amphitheater interior painting – Project Complete
- Amphitheaters stage floor refinishing – Project Complete.
- Taco Tuesday and Pizza Thursday both are proving to be a huge success.
- Application for the City Business license is in process, pending final city review for a Sunday Farmers Market.
- New 4th of July event in final planning stages
 - BBQ Trucks
 - Music
 - Car Show
 - Craft Show

Security

- In a comparison of April 2014 to April 2015 security reports recap, the only significant items of note:
 - Increase in
 - Incident
 - Decrease in
 - In all other reportable areas
- 7 reported traffic incidents/accidents in April; incidents are in the very minor to minor category.

If you see suspicious activity report it immediately.



BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: EXECUTIVE COMMITTEE
SUBJECT: AMEND POLICY 5023-30, ORGANIZATIONAL CHART
DATE: JULY 10, 2015
CC: FILE

At the regular scheduled meeting of the Executive Committee on July 10, 2015, the Committee reviewed and unanimously approved to recommend to the Board approval of amended policy 5023-30 (Organizational Chart, attached).

Revisions represent modifications to staff titles in accordance with approved actions of the Executive Committee from January 2015 to July 2015.

I move to approve Policy 5023-30, Organization Chart, as amended.

/dfb

Attachment

RESOLUTION/MOTION ACTION RECORD

072815.a.i.

Resolution Type: **Amend Policy 5023-30**

Pertaining to: Amend staff titles in GRF organizational chart

Duly adopted at a meeting of the Board of Directors held: **07/28/15**

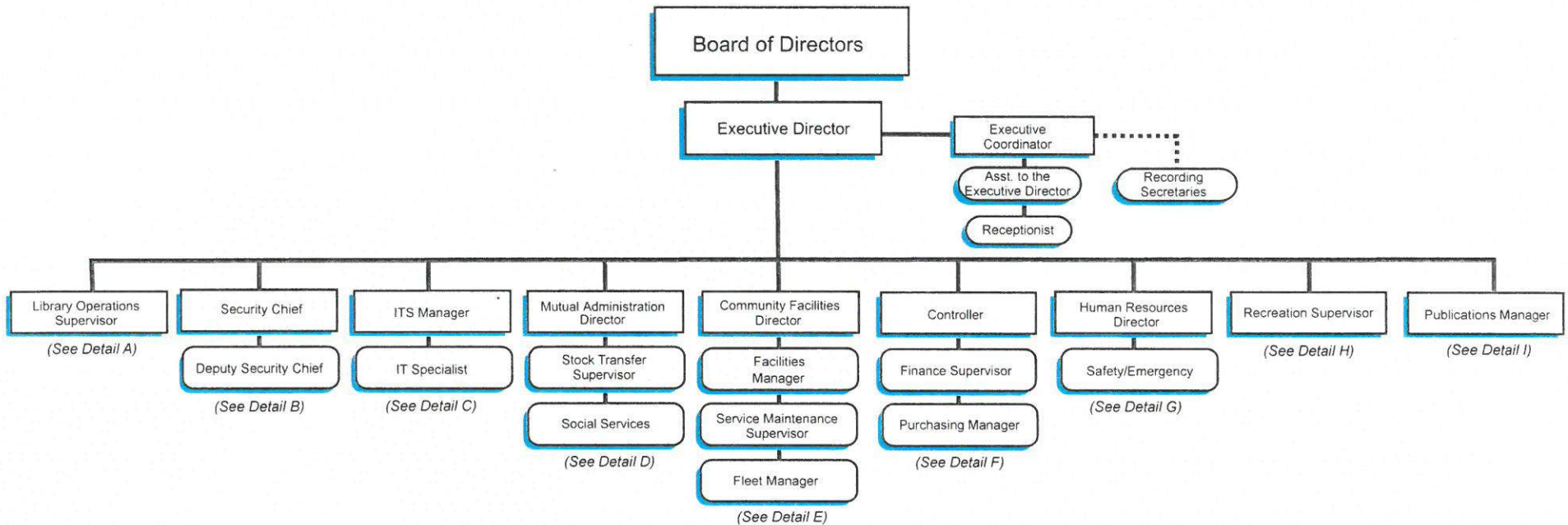
Motion by: _____ Seconded by: _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Larry Blake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Dodero	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Philip Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: _____ (Secretary) _____ (Date)



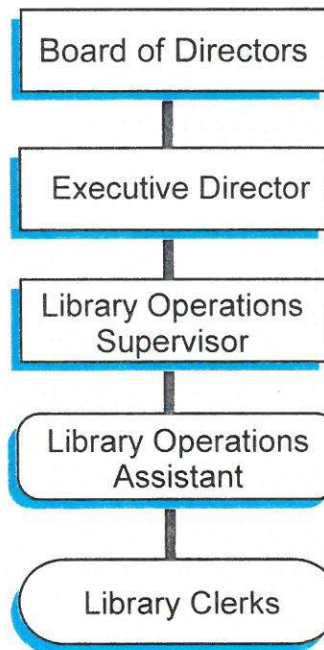
Organization Chart





Departmental Organization Chart

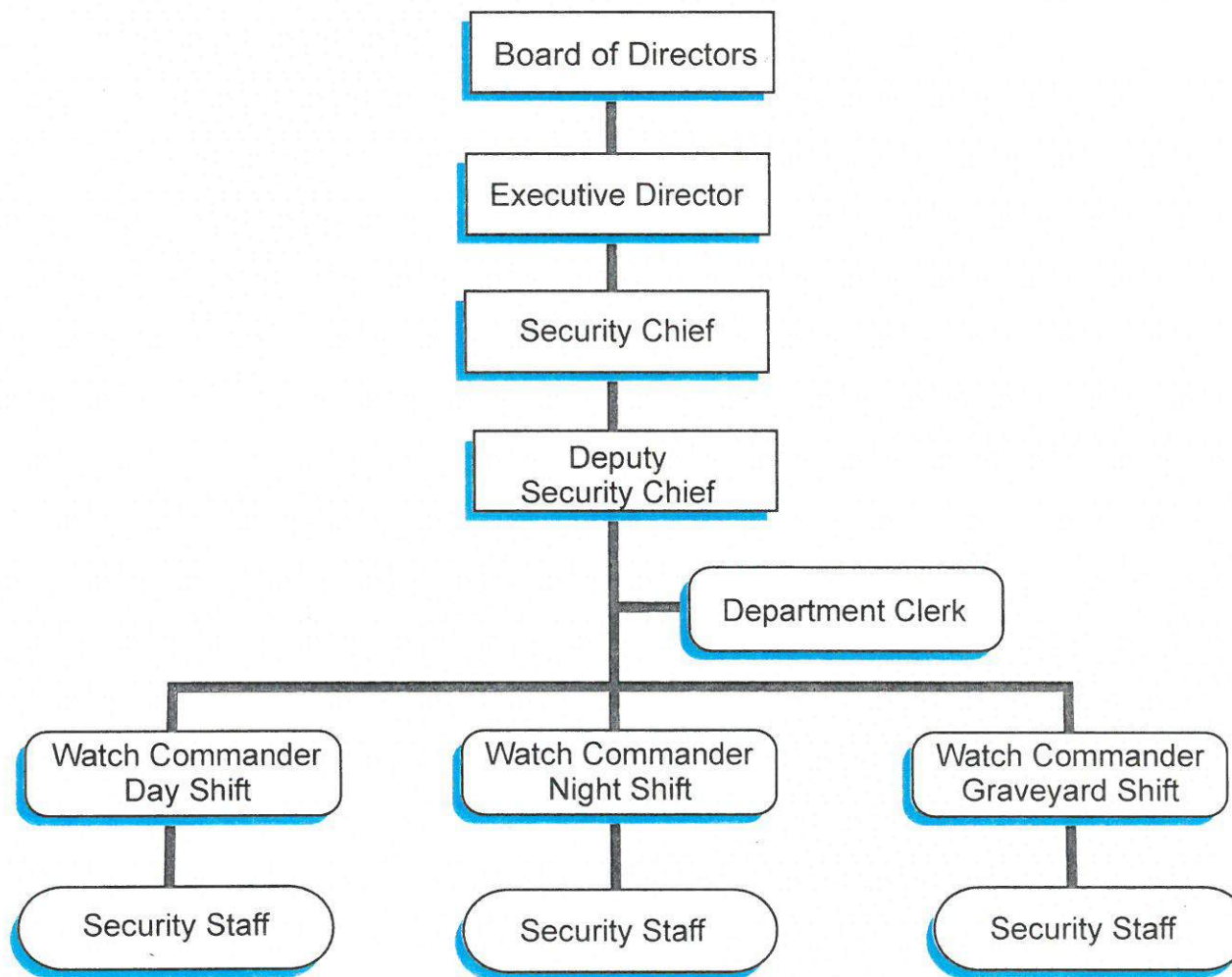
Library





Departmental Organization Chart

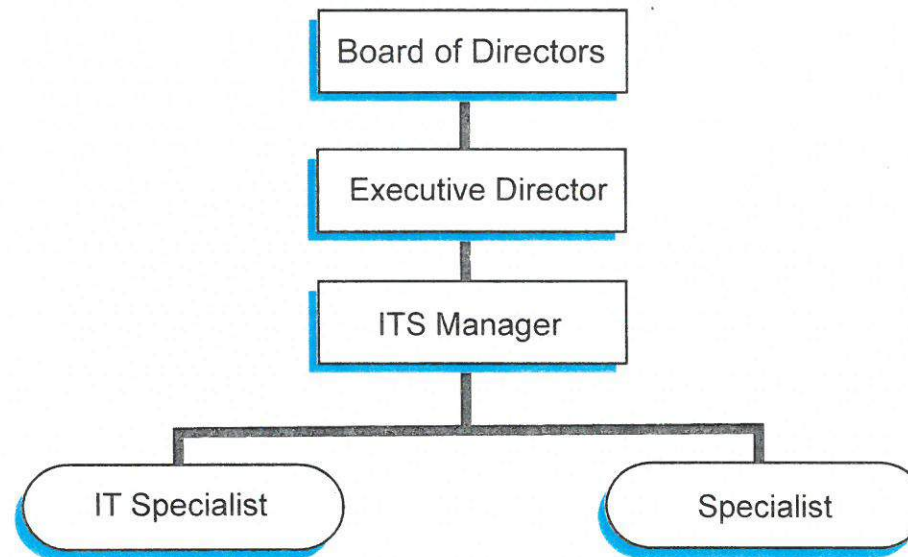
Security Department





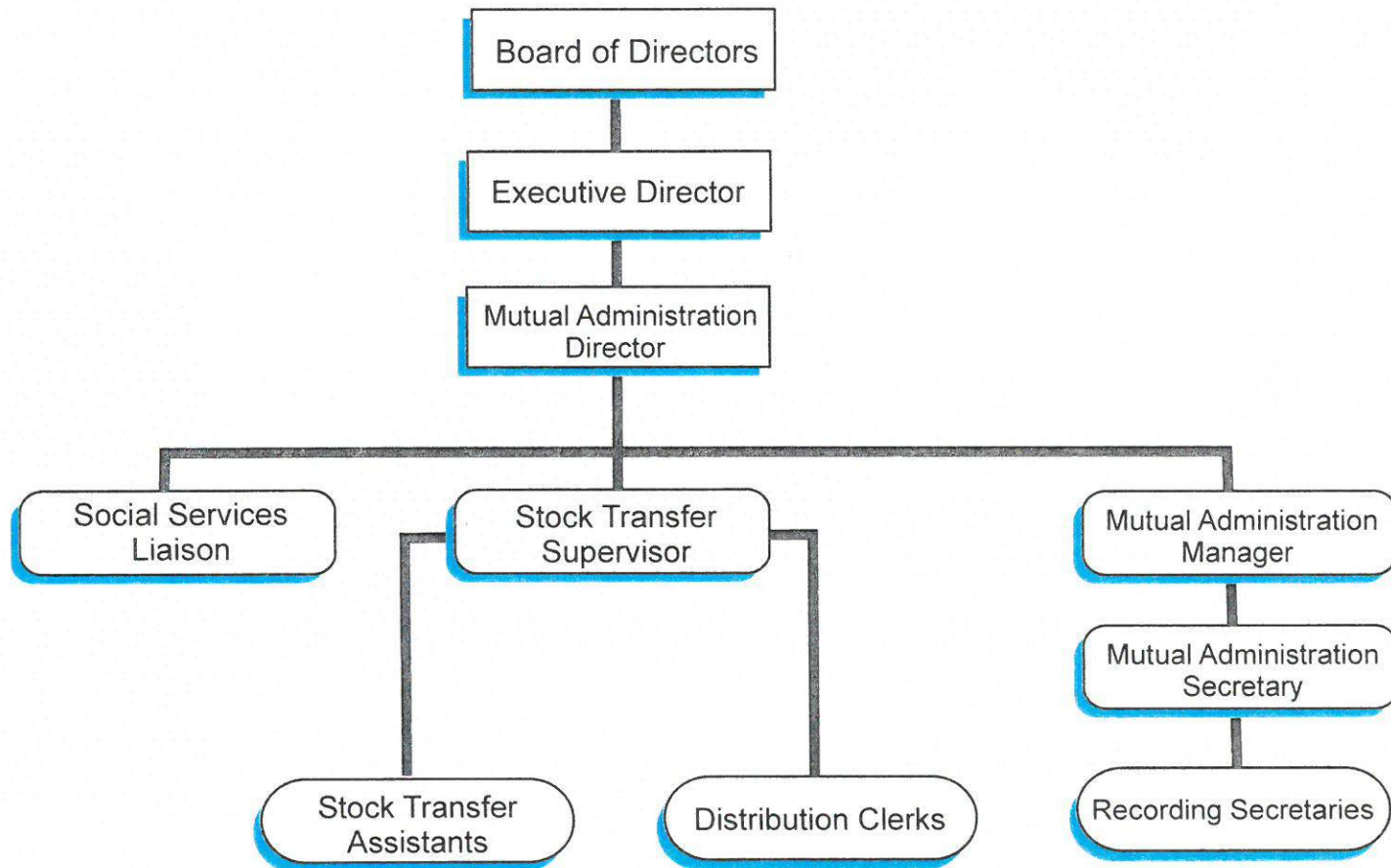
Departmental Organization Chart

ITS Department





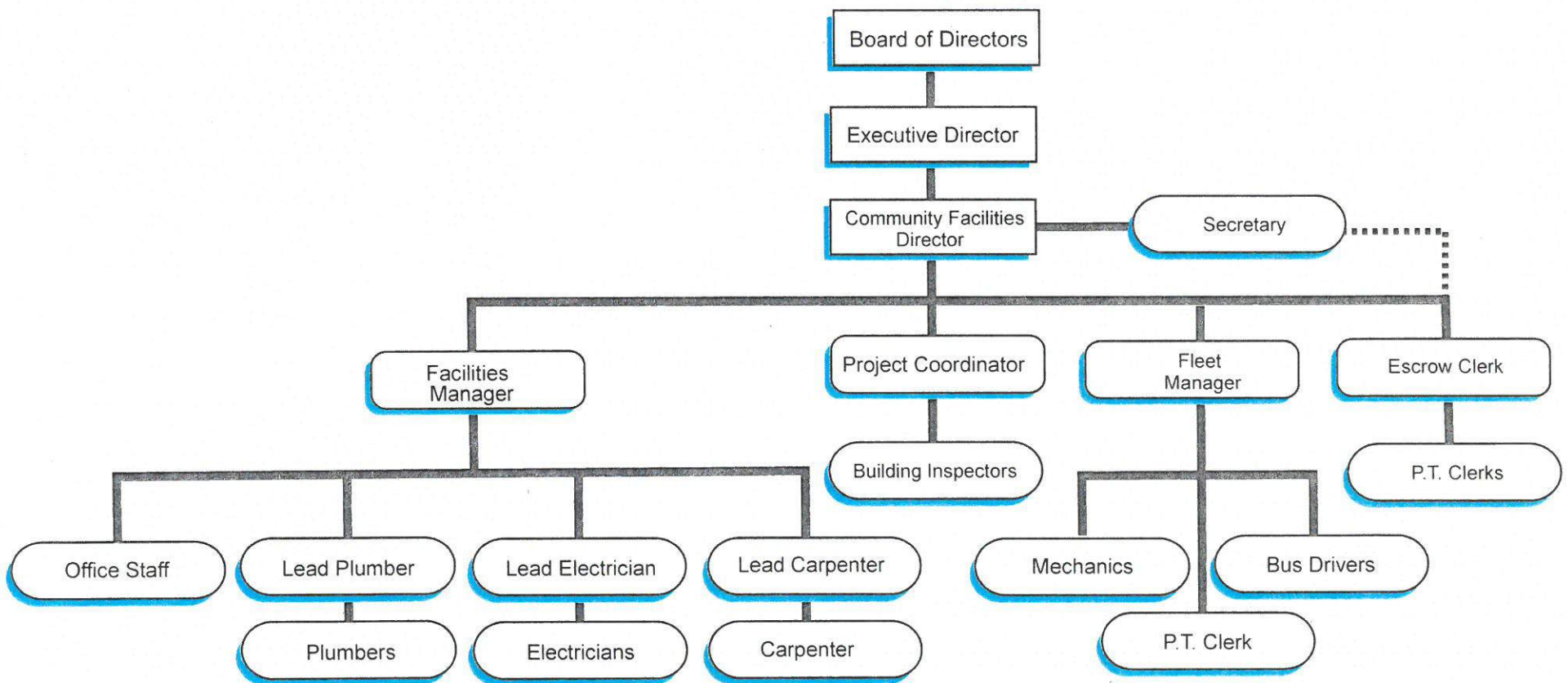
Departmental Organization Chart Mutual Administration Department





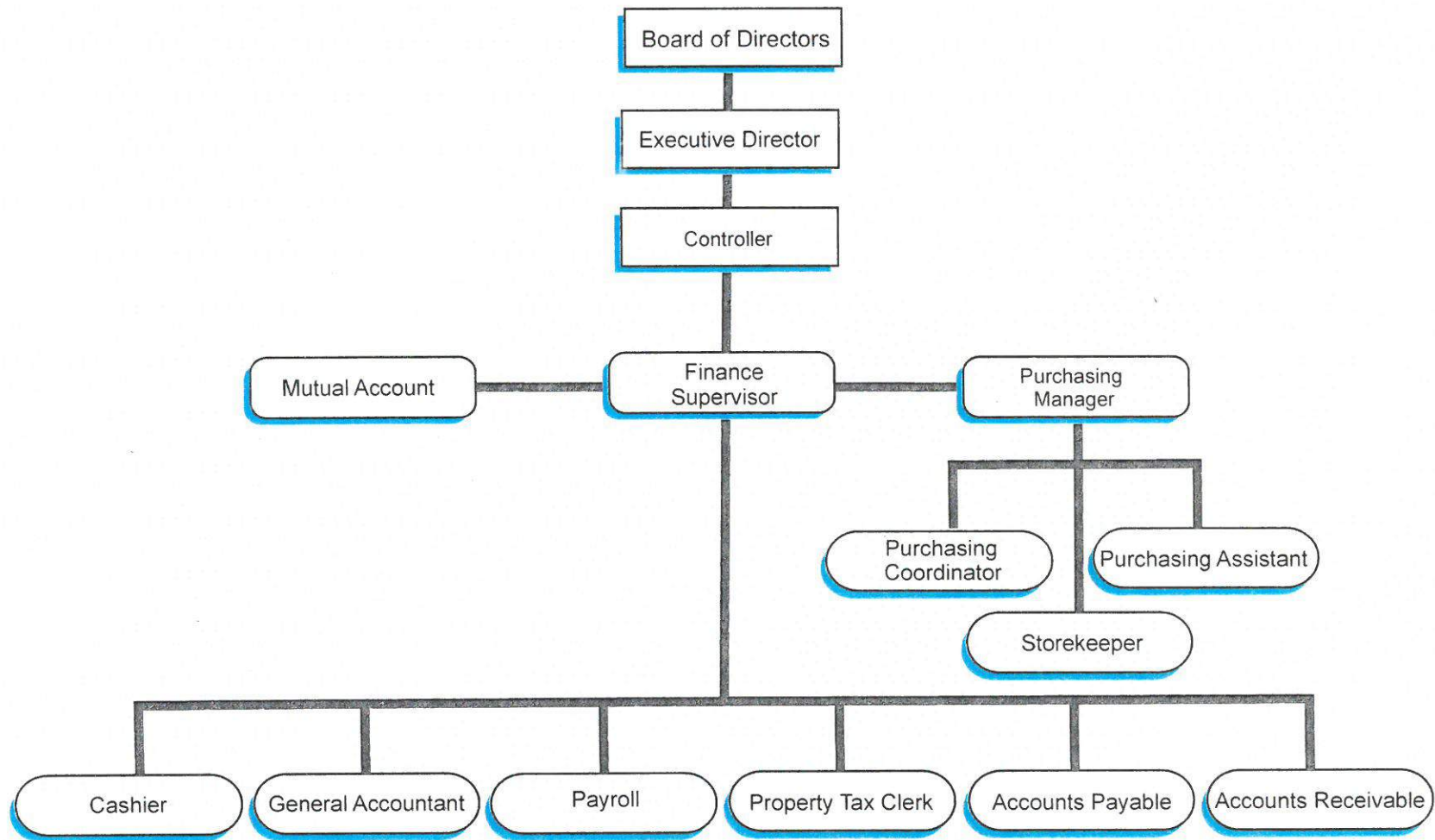
Departmental Organization Chart

Community Facilities Department





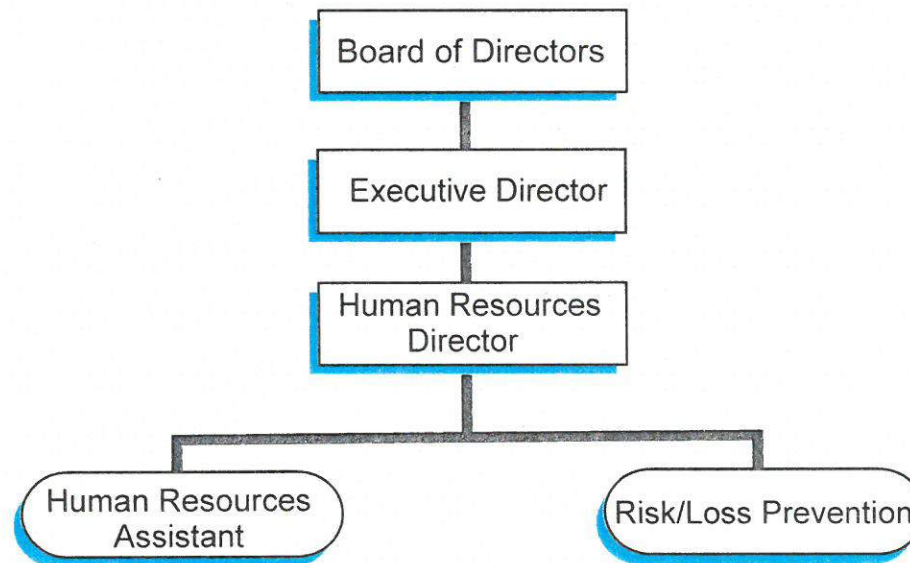
Departmental Organization Chart Finance Department





Departmental Organization Chart

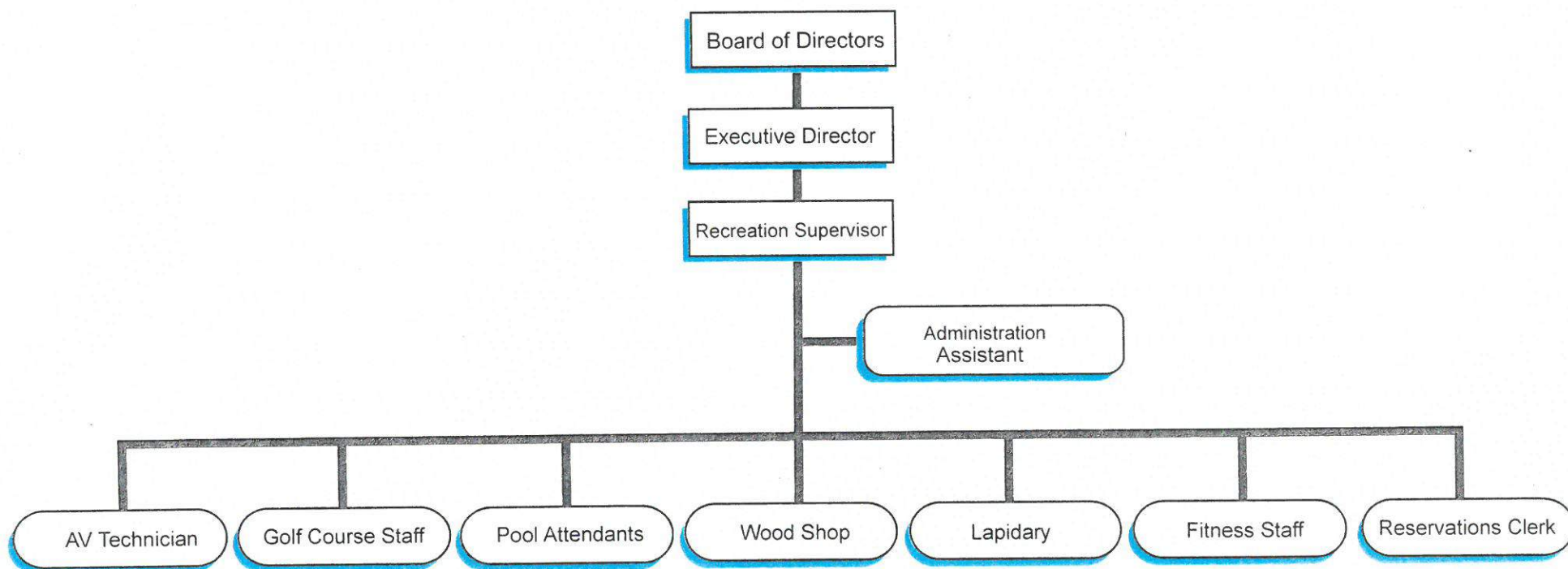
Human Resources Department





Departmental Organization Chart

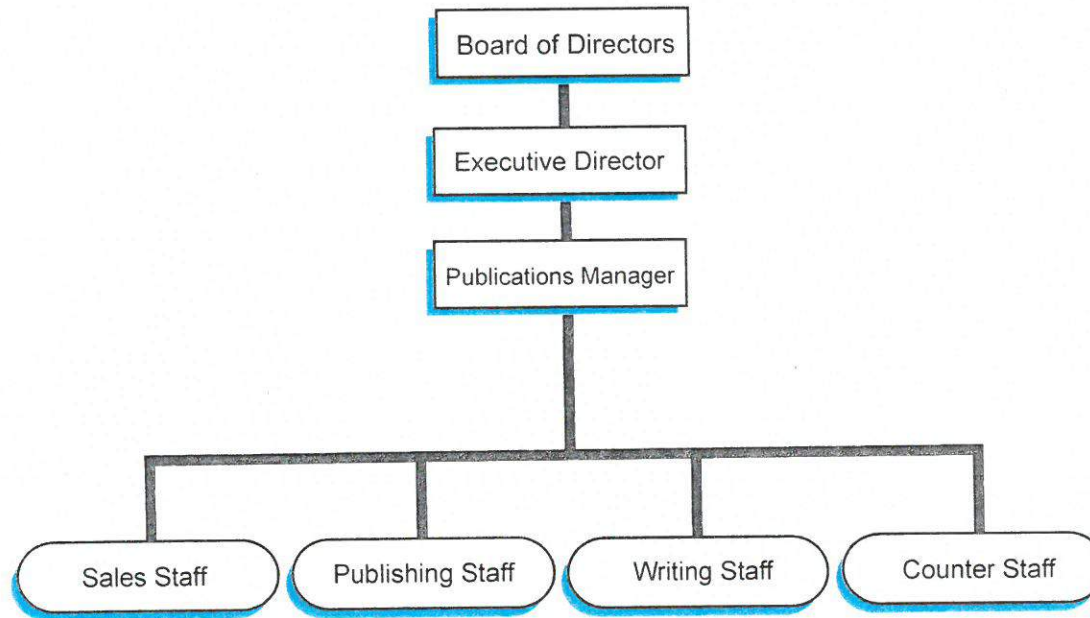
Recreation Department





Departmental Organization Chart

Communications Department





BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: EXECUTIVE COMMITTEE
SUBJECT: LEGAL REVIEW/DRAFTING OF AMENDMENTS TO THE GRF BY-LAWS
DATE: JULY 13, 2015
CC: FILE

At the regular scheduled meeting of the Executive Committee on July 10, 2015, the Committee held a general discussion on the GRF By-Laws noting:

- Were created in 1962 to the applicable codes of the time,
- Have not had legal review for compliance to current federal and state codes,
- Only refer to a single gender.

The Committee requests conceptual approval, for the purposes of drafting the 2016 budget, to:

- Direct corporate Counsel to review the By-Laws and recommend amendments to the By-Laws to bring the By-Laws into full compliance with all current State and Federal codes,
- Amend the By-Laws in the area of elections to allow adequate time frames in the election process based upon provisions of the Civil code,
- Amend By-Laws to include all genders.

For budgetary basis, costs are estimated as:

Legal Review	\$25,000
Marketing	\$10,000
Printing	\$35,000
Miscellaneous	\$8,000
Voting Service	<u>\$22,000</u>
	\$100,000

I move to approve to include \$100,000.00 in the 2016 Budget for legal review and drafting of amendments to the GRF By-Laws and authorize the Executive Committee to begin the process of a possible GRF By-Laws amendment.

RESOLUTION/MOTION ACTION RECORD

072815a.ii.

Resolution Type: **Approve funding**

Pertaining to: Possible amendment to GRF By-Laws

Duly adopted at a meeting of the Board of Directors held: **07/28/15**

Motion by: _____ Seconded by: _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Larry Blake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Dodero	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Philip Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

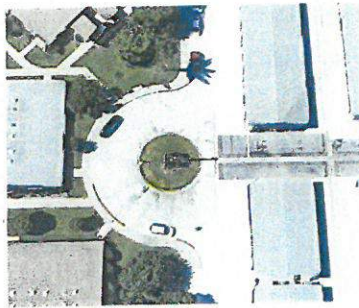
ATTEST: _____ (Secretary) _____ (Date)



BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: TRUST PROPERTY USE AND LEASE AGREEMENT, MUTUAL 14
DATE: JULY 21, 2015
CC: FILE

The agreement between GRF and Mutual 14 for the use of Trust property commonly known as "Sunningdale Circle" is about to expire.



Sunningdale Circle

At the regular scheduled meeting of the Finance Committee on July 21, 2015, the committee moved and approved to recommend to the Board acceptance of a Use and Lease Agreement between GRF and M14 with the following revisions to the existing agreement (changes are highlighted in yellow on the attached draft Use and Lease Agreement):

- Term of Use and Lease Agreement changed from five (5) years to three (3) years
- In section V, Maintenance additional language defining the allowed display of flags
- Signature Authority

I move to approve the amended Use and Lease Agreement between GRF and Mutual 14, per the attached Exhibit, and authorize the President to sign the Agreement

RESOLUTION/MOTION ACTION RECORD

072815b.i.

Resolution Type: **Approve property use and lease agreement**Pertaining to: **Mutual 14/GRF/"Sunningdale Circle"**Duly adopted at a meeting of the Board of Directors held: **07/28/15**

Motion by: _____ Seconded by: _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Larry Blake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Doderio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Philip Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: _____ (Secretary) _____ (Date)

**USE AND LEASE AGREEMENT
SEAL BEACH MUTUAL FOURTEEN**

This Agreement is made on _____, **20** between GOLDEN RAIN FOUNDATION, 13531 St. Andrews Drive, Seal Beach, California 90740, a California Corporation (hereinafter referred to as "GRF"), and SEAL BEACH No. MUTUAL FOURTEEN, Seal Beach, California 90740, a California Corporation (hereinafter referred to as "MUTUAL FOURTEEN"), who agree as follows:

I. OPENING CLAUSES

This Agreement is made with reference to the following facts:

1. GRF is the owner of the property described as that portion of Tract Map No. 4748 in the City of Seal Beach, County of Orange, State of California as shown on a Map recorded in Book 172, Pages 43 through 46 inclusive, of Miscellaneous Maps, Records of Orange County California, described as follows:
A circle, 38.00 feet in diameter, the center of which being designated point "A" described as follows:
Commencing at the centerline intersection of Sunningdale Road, forty feet in width, with Del Monte Drive Forty Four feet in width as shown on said Tract Map No. 4748; thence along the centerline of Sunningdale Road S 56°35'53" W 763.78 feet to the terminus of the centerline of Sunningdale road, said terminus being hereinbefore mentioned point "A"; commonly known as "Sunningdale Circle."
2. MUTUAL FOURTEEN is willing to lease the property from GRF, pursuant to the provisions stated in this Agreement.
3. MUTUAL FOURTEEN has examined the premises and fully accepts its present condition.

II. TERM

The term of this lease shall be **THREE (3)** years commencing _____, **20**, and shall expire _____, **20**.
GRF shall have the option to review this Agreement annually and renew for additional ____ (____) year periods. Either party retains the right to Revoke and terminate this Agreement at any time.

III. ANNUAL RENTAL AND TAXES

MUTUAL FOURTEEN shall pay to GRF one dollar (\$1.00) per year in advance on the first day of each yearly term, commencing on the date the

**USE AND LEASE AGREEMENT
SEAL BEACH MUTUAL FOURTEEN**

term commences, and continuing during the term. GRF shall pay all real property taxes for the property.

IV. USAGE

MUTUAL FOURTEEN shall use the premises, and may install certain improvements on the land upon prior written approval of the Golden Rain Foundation.

MUTUAL FOURTEEN'S use of the premises as provided in this Agreement shall be in accordance with the following:

MUTUAL FOURTEEN shall not do, bring or keep anything in or about the premises that will cause the cancellation of any GRF insurance covering the premises.

MUTUAL FOURTEEN shall comply with GRF policy and procedures and with all of the requirements concerning the use of the premises including, without limitation, the obligation at MUTUAL FOURTEEN'S cost to maintain the alterations or restore the premises in compliance and conformity with all governing documents and laws relating to the condition, use, or occupancy of the premises during the term without GRF's written consent.

V. MAINTENANCE

MUTUAL FOURTEEN shall provide and pay for all gardening, landscaping, sprinkler repair, and tree trimming services and maintain, in good condition, all portions of the premises and improvements.

MUTUAL FOURTEEN shall be liable for any damage to the premises resulting from the acts or omissions of MUTUAL FOURTEEN or its authorized representatives.

MUTUAL FOURTEEN shall not make any material alterations to the premises without GRF's written consent. Any alterations made shall remain on and be surrendered with the premises on expiration of termination of the term, except that GRF can elect within six (6) months before expiration of the term, to require MUTUAL FOURTEEN to remove any alteration that MUTUAL FOURTEEN has made to the premises.

MUTUAL FOURTEEN shall only display the flag of the United States of

USE AND LEASE AGREEMENT
SEAL BEACH MUTUAL FOURTEEN

America and Armed Forces Flags as noted below:

1. The flag of the United States of America must always be at the top.
2. Allowed Armed Forces flags must be smaller than the flag of the United States of America
3. The flag of the United States is always the first flag raised and the last to be lowered.
4. Allowed Armed Forces Flags of the United States of America:
 - a. Flag of the United States Air Force
 - b. Flag of the United States Army
 - c. Flag of the United States Marines
 - d. Flag of the United States Navy
 - e. Flag of the United States Coast Guard

VI. INDEMNITY AND EXCULPATION

GRF shall not be liable to MUTUAL FOURTEEN for any damages to MUTUAL FOURTEEN or MUTUAL FOURTEEN'S property from any cause. MUTUAL FOURTEEN waives all claims against GRF for damage to person or property arising for any reason under this lease. MUTUAL FOURTEEN shall hold GRF harmless from all damages arising out of any such damage.

VII. NOTICE

Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by electronic transmission.

VIII. WAIVER

Any waiver by GRF of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of the Agreement.

IX. ATTORNEY'S FEES

If either party becomes a party to any litigation concerning this Agreement by reason of any act or omission of the other party or its authorized representatives, the party that causes the other party to become involved in the litigation shall be liable for that party for reasonable attorney fees and

**USE AND LEASE AGREEMENT
SEAL BEACH MUTUAL FOURTEEN**

court costs incurred by it in the litigation. If either party commences an action against the other party arising out of or in connection with this Agreement, the prevailing party shall be entitled to have and recover the losing party reasonable attorney fees and costs of suit.

X. Signature Authority

Signatures below constitutes the majority action of GRF and Mutual Fourteen Board of Directors at a duly posted meeting.

GOLDEN RAIN FOUNDATION

SEAL BEACH MUTUAL FOURTEEN

By: _____
Ronde Winkler, President

By: _____
Lee Melody, President

Date: _____

Date: _____

Controller's Financial Recap – June 2015

As of the six-month period ended June 2015, the financial reports indicate that GRF is in a favorable financial position with a surplus of \$342,770.

Major variances are:

Salaries& Wages	85,864	Hours worked are below budget for various cost centers, mainly CC74.
Temporary Agency Fees	(33,986)	Temps used to fill key vacant positions
Employment Taxes & Benefits	132,151	Workers Comp \$87K due to 2014 refund of \$60K; 401K ER match & Grp Ins. \$36K
Facilities Rentals & Maintenance	62,230	\$12K - Landscape contracts \$12K - Landscape extras \$20K - Sewer & street maintenance \$38K – Computer Maintenance
News Advertising Income	(104,788)	(\$32K) – Telephone book advertising (\$60K) – Display advertising
SRO Labor Cost Recovery	82,029	Actual labor exceeded budget

Reserve & Capital Expenditures

Projects	Budget	YTD Expenditures	Commitments
Projects From Reserves	\$1,090,900	162,229	397,535
Capital Improvement Projects from 2014	1,816,608	1,181,325	677,150
Capital Improvement Projects – 2015	245,979	40,984	58,480

P.O. Box 2069
Seal Beach CA 90740

Description			
	Current Assets:		
	Cash & cash equivalents	275,436	
1122000	Non-Restricted Funds	127,103	
	Receivables	723,538	
	Prepaid expenses	268,186	
	Inventory of maintenance supplies	<u>496,847</u>	
	Total Current Assets		1,891,110
	Designated deposits		
1211000	Contingency Operating Fund	697,674	
	Reserve Fund	5,734,448	
1212500	Capital Improvement Fund	1,288,554	
1213000	Liability Deductible & Hazard Fund	200,000	
1214000	Repair & Tax Deposits	<u>15,201</u>	
	Total designated deposits		7,935,877
	Notes Receivable		
1411000	Notes Receivable	<u>4,360</u>	
	Total Notes Receivable		4,360
	Fixed Assets		
	Land, Building, Furniture & Equipment	30,728,854	
	Less: Accumulated Dep'n	<u>(20,351,902)</u>	
	Net Fixed Assets		10,376,953
	Other Assets		
	Premium on Municipal Bonds		<u>17,120</u>
	Total Assets		<u>20,225,419</u>

P.O. Box 2069
Seal Beach CA 90740

Description

Liabilities & Stockholders Equity

Current Liabilities:

Accounts payable	512,625
Project Commitments	1,133,164
Accrued payroll & payroll taxes	526,066
Accrued expenses	314,573
Accrued property taxes	135,844

Total Current Liabilities

2,622,271

Total Liabilities

2,622,271

Stockholders' Equity

Mutuals' Beneficial Interest

3211000	Contingency Operating Reserve Equity	697,674
3212000	Reserve Equity	5,336,914
3213000	Equity in Capital Improvement Fund	552,925
3310000	Beneficial Interest in Trust	4,591,885

Total Mutuals' Beneficial Interest

11,179,397

Membership interest

Membership certificates of 844 shares @ \$200 par value, and 5,764 shares @ \$250 par value, authorized, issued and outstanding	1,609,800
--	-----------

Additional paid-in-capital

4,863,351

Total Paid-in-Capital

6,473,151

Excess Income

Current Year	<u>(49,401)</u>
--------------	-----------------

Total Excess Income

(49,401)

Net Stockholders' Equity

17,603,147

Total Liabilities & Stockholders' Equity

20,225,419

**Golden Rain Foundation
Cash Flow Activity - All Reserves
For the Month of June 2015**

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Committed Funds	Liability Insurance Fund	Other Restricted	Nonrestricted Funds	Total
Balance 5/31/2015	697,674	5,642,755	1,377,853	(0)	200,000	629,240	62,693	8,610,214
Funded: Assessments		83,333						83,333
Funded: Membership Fees collected (56)		31,009	62,959					93,968
Funded: M17 Lease Fees collected (2)		222	450					672
Funded: Interest on Funds		2,338						2,338
Progress Payments on CIP								-
Expenditures		(25,209)	(152,707)					(177,916)
Commitments								-
Replenish funds for Donated Assets								-
Net Monthly Claims								-
Disbursement to Mutuals								-
Transfers between funds								-
Interest Income Allocation								-
Net Monthly Activity						(614,039)	64,410	(549,629)
Balance 6/30/2015	697,674	5,734,448	1,288,554	(0)	200,000	15,201	127,103	8,062,979
 Net Activity	 -	 91,693	 (89,298)	 -	 -	 (614,039)	 64,410	 (547,234)

Golden Rain Foundation
Quick Balance Sheet Analysis
For the Period Ended June 30, 2015

SELECTED BALANCE SHEET ITEMS

	Current Balance	Prior Month	Increase (Decrease)
Cash In Bank	275,436	364,486	(89,050)
Current Assets	9,826,987	10,267,149	(440,162)
Current Liabilities	2,622,271	2,890,129	(267,858)
Current Ratio	3.75	3.55	
Designated Deposits:	8,062,980	8,610,214	(547,234)
Reservet Fund			
Liability & Disaster Insurance Fund			
Capital Improvement Fund			
Contingency Operating Fund			
General Operating Fund			
Other Restricted Fund			
Committed Fund			

RESULT OF OPERATIONS

Current Month	Actual	Budget	Variance	%
Income	1,270,015	1,237,029	32,986	2.67
Expense	1,267,778	1,256,304	(11,474)	(0.91)
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	2,237	(19,275)	21,512	
Year To Date	Actual	Budget	Variance	%
Income	7,608,573	7,543,790	64,783	0.86
Expense	7,196,188	7,474,174	277,986	3.72
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	412,385	69,616	342,769	

Full Time Equivalents		
For the Month	Average YTD	Planned - 2015
149.81	151.57	154.28

2015 Reserve Expenditures

Center	Description	Budget Amount	EXPENDITURES			Remaining Balance	Labor	Variance
			Jan-May	Jun	Total			
34	St. Andrews & North Gate Server Replacements (Incl. 10% contingency)	3,300	-		0.00	3,300.00		3,300.00
34	Server Rack Cabinet UPS Backup Power Unit (Incl. 10% contingency)	3,300	-		0.00	3,300.00		3,300.00
34	Replace Wireless Access Points at Clubhouses (Incl. 10% contingency)	8,800	-		0.00	8,800.00		8,800.00
35	Reupholster Furniture	4,500	-	4,300.16	4,300.16	199.84		199.84
45	Replace Rigging Amphitheater Stage (727-15)	25,000	25,599.00		25,599.00	(599.00)		(599.00)
45	Paint Amphitheater (728-15)	6,000	-	6,705.00	6,705.00	(705.00)		(705.00)
45	Refinish Flooring- Amphitheater (729-15)	8,000	12,865.00		12,865.00	(4,865.00)		(4,865.00)
48	Replace Hot Tub Cover	2,500	-	1,887.04	1,887.04	612.96		612.96
51	BBQ Replacement	3,500	3,323.50		3,323.50	176.50	312.00	(135.50)
51	25 Long Tables	2,500	2,337.19		2,337.19	162.81	230.75	(67.94)
51	30 Card Tables	2,500	2,658.02		2,658.02	(158.02)	195.00	(353.02)
51	40 Arm Chairs	6,000	6,057.94		6,057.94	(57.94)	117.00	(174.94)
52	2 Portable Microphone Systems	4,000	2,777.76		2,777.76	1,222.24		1,222.24
52	40 Arm Chairs	6,000	6,057.94		6,057.94	(57.94)	58.50	(116.44)
53	4 Portable Microphone Systems	8,000	5,555.52		5,555.52	2,444.48		2,444.48
53	40 Arm Chairs	6,000	6,057.94		6,057.94	(57.94)	117.00	(174.94)
54	30 Round Tables, 60" diameter	5,000	3,841.11		3,841.11	1,158.89		1,158.89
54	2 Portable Microphone Systems	4,000	2,777.76		2,777.76	1,222.24		1,222.24
54	40 Arm Chairs	6,000	6,057.93		6,057.93	(57.93)	117.00	(174.93)
54	Recover Partitions	6,000	-		0.00	6,000.00		6,000.00
54	New Kitchen Floor (3366-15P)	4,500	3,900.00		3,900.00	600.00		600.00
54	Emergency Generator	2,500	-		0.00	2,500.00		2,500.00
55	New Bathroom Flooring by Café (3370-15P) (Completed)	2,500	2,340.61		2,340.61	159.39		159.39
56	1 Portable Microphone Systems	2,500	1,388.88		1,388.88	1,111.12		1,111.12
56	40 Arm Chairs	6,000	6,057.93		6,057.93	(57.93)	117.00	(174.93)
74	Remodel Service Mtn Cfc (lights, paint, carpet, work stations) (726-14)	17,000	8,211.38	12,077.79	20,289.17	(3,289.17)		(3,289.17)
79	Street resurfacing, St. Andrews Drive	760,000	-		0.00	760,000.00		760,000.00
79	56 Trees Replaces in street medians	125,000	-		0.00	125,000.00		125,000.00
79	Main Gate Beautification - Globe (730-15B)	50,000	22,500.00		22,500.00	27,500.00		27,500.00
			-		0.00	0.00		0.00
Total Planned Reserve Expenditures		1,090,900.00	130,365.41	24,969.99	155,335.40	935,564.60	1,264.25	934,300.35

Non Budgeted Approved by Board

30	Replace blinds in Admin. Building- 1st Floor (712-14)	3,372.00	3,372.00	238.88	3,610.88	(238.88)		(238.88)
51	Replace 1 Holiday Trees	550	547.18		547.18	2.54		2.54
52	Replace 1 Holiday Trees	550	547.18		547.18	2.54		2.54
53	Replace 1 Holiday Trees	550	547.18		547.18	2.54		2.54
54	Replace 1 Holiday Trees	550	547.18		547.18	2.54		2.54
56	Replace 2 Holiday Trees	1,099	1,094.33		1,094.33	5.11		5.11
74	Remodel Service Mtn Cfc (726-14) (Add'l. Funds Approved by BOD 3/24/15)	4,404	-		0.00	4,404.00		4,404.00
79	Main Gate Beautification - Globe (730-15B) (Add'l. Funds Approved by BOD 2/24/15)	134,270	-		0.00	134,270.00		134,270.00
79	Perimeter wall sections B (591-01B-B)	350,000	-		0.00	350,000.00		350,000.00
Total Non Budgeted Approved by Board		495,344.32	6,655.05	238.88	6,893.93	488,450.39	0.00	488,450.39

Total Reserve Expenditures

1,586,244.32	137,020.46	25,208.87	162,229.33	1,424,014.99	1,264.25	1,422,750.74
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Capital Improvement Fund Carryover from 2014

Center	Description	Budget Amount	EXPENDITURES			Remaining Balance	Labor	Variance
			Jan-May	Jun	Total			
30	Admin. Building Remodel 2014 (Lighting) (ARB2014)	1,000	-		0.00	1,000.00	117.00	883.00
32	Barcode label printer	1,000	-		0.00	1,000.00		1,000.00
34	Surveillance Camera Expansion	1,000	1,379.65		1,379.65	(379.65)	522.00	(901.65)
34	Jenark System	53,571	19,786.00		19,786.00	33,785.00		33,785.00
37	Automated Pedestrian Gate	15,000	-		0.00	15,000.00		15,000.00
37	4 Visitor Admissions Printers	4,000	-		0.00	4,000.00		4,000.00
37	Portable security cameras for outdoor use	558	408.79		408.79	149.21		149.21
79	Resales Office Remodel (725-14)	70,000	21,809.30	2,133.15	23,942.45	46,057.55	13,708.50	32,349.05
79	Perimeter wall sections R (591-01B-R)	10,156			9,910.00	246.00		246.00
79	Perimeter wall sections A (591-01B-A)	341,850	226,800.00	75,600.00	302,400.00	39,450.00		39,450.00
79	Perimeter wall sections J & K (591-01B-JK)	702,900	2,600.00	61,551.78	64,151.78	638,748.22		638,748.22
79	Westminster Wall Section L & M/ Engineering (668-11B)	23,475	-		0.00	23,475.00		23,475.00
79	Landscape Improve.- Cance Brook/El Dorado (713-14) (Completed)	26,777	26,776.50		26,776.50	0.50		0.50
79	In-Rd Light Plan-St.Andrews-Lighted Crosswalk(702-14) (Completed)	80,750	80,750.00		80,750.00	0.00		0.00
79	St. Andrews Improvement @ Tam O'Shanter (721-14) (Completed)	59,463	49,400.00		49,400.00	10,063.00		10,063.00
79	Street Painting (708-14-PS)	56,494	45,438.93	4,110.55	49,549.48	6,944.52		6,944.52
79	St. Andrews Gate Improvements (723-14)	50,000	-		0.00	50,000.00		50,000.00
79	Del Monte Drive Removal & Replacement (722-14) (Completed)	154,234	145,733.00		145,733.00	8,501.00		8,501.00
79	Bridge Repairs @ Burning Tree & Del Monte (3361-14P) (Completed)	4,380	4,380.00		4,380.00	0.00		0.00
79	Pharmacy Pedestrian Circulation and Ramp Design (710-14)	50,000	17,790.66	2,747.50	20,538.16	29,461.84		29,461.84
79	Re-Roofing Community Facilities Buildings - CH1 (711-14)	90,000	33,656.36		33,656.36	56,343.64		56,343.64
79	Paint Front Gate Security Building (716-14) (Completed)	15,000	6,850.00		6,850.00	8,150.00		8,150.00
79	Paint Exterior Resales Building (718-14)	5,000	-	3,165.00	3,165.00	1,835.00		1,835.00
Total Planned Capital Acquisitions		1,816,608	683,559.19	149,307.98	842,777.17	973,830.83	14,347.50	959,483.33

Total Capital Acquisitions

1,816,608	683,559.19	149,307.98	842,777.17	973,830.83	14,347.50	959,483.33
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From 2013 Capital Carryover	25,156
From 2014 Capital Carryover	1,791,452
Total Carried to 2015 Capital Improvement Fund @1/1/2015	1,816,608

2015 Capital Plan

Center	Description	Budget Amount	EXPENDITURES			Remaining Balance	Labor	Variance
			Jan-May	Jun	Total			
22	Back Hoe attachment	15,000	-		0.00	15,000.00		15,000.00
22	Water storage, pump and hose	5,000	-		0.00	5,000.00		5,000.00
22	Evacuation chairs (2)	4,000	-	3,358.80	3,358.80	641.20	136.50	504.70
33	Caregiver pass printer	3,000	-		0.00	3,000.00		3,000.00
34	Credit Card POS Solutions	5,500	1,077.84		1,077.84	4,422.16		4,422.16
34	Second Server/Rm Mods	63,800	-		0.00	63,800.00		63,800.00
34	Main Server Room Modifications (734-15 - Second Server Room Mods)	6,600	2,365.27	40.62	2,405.89	4,194.11		4,194.11
34	CH4 Technology Enhancements	44,000	-		0.00	44,000.00		44,000.00
34	Visual Display Solutions	22,000	-		0.00	22,000.00		22,000.00
36	Backup Server - Macintosh	9,663	11,717.08		11,717.08	(2,054.08)		(2,054.08)
36	Dell Workstation Monitors	1,416	1,397.27		1,397.27	18.73		18.73
37	Radar Trailer	9,000	8,391.60		8,391.60	608.40		608.40
37	Patrol Car Security Cameras	3,000	2,807.55		2,807.55	192.45		192.45
37	Security Camera Monitors	3,000	-		0.00	3,000.00		3,000.00
38	Swing out Stop Signs for Buses	13,000	-		0.00	13,000.00		13,000.00
38	In Bus Cameras	12,000	-		0.00	12,000.00		12,000.00
38	Bus Backup Proximity Sensors	3,000	-		0.00	3,000.00		3,000.00
40	Additional Sand Trap	4,000	-		0.00	4,000.00		4,000.00
51	BBQ Area Wind Wall & Electrical Line (737-15A)	5,000	-		0.00	5,000.00		5,000.00
54	Conference Room Mic System	12,000	8,840.06		8,840.06	3,159.94		3,159.94
56	Ballet Barre	2,000	987.44		987.44	1,012.56		1,012.56
					0.00	0.00		0.00
Total Planned Capital Acquisitions		245,979.00	37,584.11	3,399.42	40,983.53	204,995.47	136.50	204,858.97
Non Budgeted Approved by Board								
79	ADA Improvement Main Parking Lot	59,000	-		0.00	59,000.00		59,000.00
Total Non Budgeted Approved by Board		59,000.00	0.00	0.00	0.00	59,000.00	0.00	59,000.00
Total Capital Acquisitions								
		304,979.00	37,584.11	3,399.42	40,983.53	263,995.47	136.50	263,858.97



BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: IT SERVICES COMMITTEE
SUBJECT: APPROVE AXXERION CMMS SOLUTION PROPOSAL
DATE: JULY 14, 2015
CC: FILE

Foundation staff has been evaluating computerized maintenance management systems (CMMS) to meet with operational needs. Approximately 20 solutions were evaluated at a very high level. A consultant specializing in maintenance management software (Software Advice) was also utilized to assist in efforts to identify a solution that would meet the Foundation's needs. They referred four solutions; Maintenance Connection, Axxerion, Sprocket CMMS, and FMX. Staff engaged in several personalized online demonstrations with each. These demonstrations were attended by management whose departments will use the software; Service Maintenance, Purchasing, Finance, and IT Services. Axxerion was eventually identified as the strongest and most complete solution.

As many as 15 Axxerion demonstrations and meetings were attended by staff, reviewing each of their modules and ability to meet the Foundation's operational needs. They included inventory management, purchase order management, and work order processing and invoicing. Staff also found a comprehensive suite of modules within the Axxerion product with benefits beyond the original intended scope. This includes the potential use of the following modules with respective departments; reservations (Recreations), project/contract management (Physical Properties and Finance), fleet management (Transportation), and visitor admissions (Security).

A critical consideration with Axxerion's solution is its ability to integrate data with the Foundation's Jenark community management and financial system. Axxerion includes many tools for integrating with other software systems, supporting flat file imports and exports, as well as real-time integrations. Avoiding a similar situation experienced with MicroMain, the Foundation will take the approach of performing flat file transfers between Axxerion and Jenark. This is currently the process in place with Jenark and our existing Adapt CMMS system. Flat file transfers have proven to be effective and efficient and will avoid the complexity of developing a real-time interface and the ongoing costs it would require to maintain those integrations.

Costs for Axserion's system includes the initial annual licensing, online training and implementation costs. The proposal is broken down as follows:

Licensing and Support:	2 Administrator and 25 Full User (Annual)	\$ 14,500
Training:	14 Sessions, 21 hours (One-time, \$150/hr)	\$ 3,150
Implementation:	68 hours (One-time, \$150/hr)	\$ 10,200
Total		\$ 27,850

As a point of reference, proposals were also received from Sprocket CMMS (\$20,808) and Maintenance Connection (\$150,949).

Staff anticipates at least twice the number of hours quoted for training and implementation as there would be several screens requiring customizations beyond the standard "out-of-the-box" configuration, and flat-file integrations to be implemented. An additional Administrator license was added to the original proposal per the ITS Committee's suggestion. Funds in the amount of \$76,982 remain in the original Jenark/MicroMain project. This includes a refund of \$43,197 received from MicroMain.

I move to approve funding, not to exceed \$42,000.00, for the Axserion contract and implementation and to authorize the President to sign the contracts, funding provided through the capital improvement project under Jenark System, for cost center 34.

RESOLUTION/MOTION ACTION RECORD

072815c.i.

Resolution Type: **Approve contract**

Pertaining to: Axserion - computerized maintenance management system

Duly adopted at a meeting of the Board of Directors held: **07/28/15**

Motion by: _____ Seconded by: _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Larry Blake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Doderio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Philip Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: _____ (Secretary) _____ (Date)



Axxerion

Agreement

With

Leisure World

13531 St Andrews Dr
Seal Beach, CA 90740

July 22, 2015
Confidential

Axxerion Proposal/Agreement

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1. Introduction

Axxerion USA (hereinafter "Axxerion") is pleased to offer Leisure World, Seal Beach (hereinafter "LWSB") a quotation for subscription to the Axxerion Internet software for facilities management as indicated in this document ("Service"). This document ("Quotation") also details the description of Axxerion Product (hereinafter "Product") and its related implementation and training.

1.1 Axxerion

Axxerion is a developer of enterprise software for workplace and facility automation via Internet. The Axxerion software is offered via the Software as a Service (SaaS) model and provides integrated modules streamlining business processes, including:

- Property management,
- Maintenance and Workorder management,
- Asset management,
- Inventory management,
- CRM, visitor management and HR,
- Reservations,
- Service request management,
- Project management,
- Contract and lease management, and
- Financials.

Clients license the software based on an annual subscription fee and only need a web browser. Axxerion was founded in 2003 and has clients in Europe, North America, Latin America, Asia and Russia.

2. Functionality

Axxerion includes a suite of integrated modules. Every module is dedicated to a certain aspect such as management of documents, contacts, assets, contracts, properties or projects. All modules are seamlessly integrated with each other.

LWSB has indicated that Axxerion will be initially considered for property management plus service requests, maintenance, inventory, asset tracking and management and purchasing. Other Axxerion modules such as project management, reservations and HR functions can be added as needed at any time. The following is the list of modules which can be deployed in the initial implementation.

- **Property management:** The property management module helps you keep track of leased and owned properties and units in buildings. You can track ownership status, area sizes, valuations, purchase history, parcels and areas. Property locations can be shown in Google Maps and you can create custom reports and dashboards showing performance of individual properties or a property portfolio.
- **Maintenance and Workorder management:** The Computerized Maintenance Management System (CMMS) module helps reduce maintenance cost and downtime and increases the useful life of your assets (equipment). You can schedule corrective maintenance in response to requests or plan preventive maintenance based on any desired maintenance schedules. The entire maintenance process from request, to planning, execution and invoicing is supported. You can calculate maintenance cost and book expenses against a budget.
- **Inventory management:** The inventory management module maintains stock, tracks deliveries, issues items and orders new supplies. You can define minimum and maximum stock levels, prices and packaging units. Purchase orders for suppliers can be created automatically and you can see the history of deliveries for each item. Historical information can be used to save inventory expenses and to optimize the ordering strategy. Inventory management is integrated with workorder management.
- **Asset management:** The asset management module helps you reduce lifecycle cost of your assets. You can streamline purchasing, improve management of leases and maintenance contracts and schedule preventive maintenance. All information such as location, user, supplier, warranty, maintenance procedures and expenses are accessible via Internet. All expenses for purchasing, depreciation, leasing and maintenance are tracked so that you can evaluate the total cost of ownership.
- **Surveys** – Axxerion Surveys module allows you to create various surveys, send them out to recipients, collect, organize and report on the results. Axxerion Product sends out the surveys automatically as often as needed. Users fill out the surveys and submit their responses online. The results can be shown graphically by summarizing the date received.
- **Contact management (CRM):** This is a key module where you store names, address and other details of legal entities, subsidiaries, agencies, employees and users. All system users need to be added as contacts. The contact management module includes general CRM functionality such as managing interactions with clients and suppliers, surveys, lead management and quotation management.
- **Document management:** Axxerion includes an integrated document management module. The document management module helps you store and search for documents, manage revisions, add notes and control access permissions. It is fully integrated with workflow management, so you can define processes for document review, publishing,

archiving and printing.

- **Workflow management:** With many traditional systems the processes for modifying items and data are hardcoded and require reprogramming in case processes change. With the Axxerion workflow technology you can interactively design and modify these processes in a graphical environment. The underlying mathematical foundation is Petri Net technology, which enables a formal specification of processes using places, tasks and transitions. The workflow management can be used for the process of capturing lease information from the regions or for managing the process of approving transactions.
- **Reporting and dashboards:** Axxerion has a large number of standard reports for each module. Axxerion has a built-in report writer that allows you to create your own reports and dashboards. The reports can be viewed directly in the browser and can be converted to PDF so that they can be downloaded and printed. It is also possible to export a report in Microsoft Excel for further analysis or transfer to report writer system.
- **Import/export:** With the import module you can quickly integrate Axxerion with other systems such as accounting and human resources. You can define an exchange format in CSV or XML and create a mapping to fields in Axxerion. The data can be imported via a web browser, FTP or email. The import scheduler enables you to automatically synchronize your data every day or hour. The export module allows you to export various reports to other systems or individuals.(see also Web services)
- **Web services:** Axxerion has built-in functionality for integration with other systems such as ERP systems, LDAP servers, Windows applications and mobile solutions. This makes it possible to exchange information in real time and to use Axxerion together with your existing applications. The integration is enabled by webservices technology based on XML/SOAP and REST. This functionality is also available in case Axxerion is used as a hosted solution. (See also Import/Export)
- **Mobile platforms** – Axxerion supports smart phones and mobile devices (hereinafter "Axxerion Mobile"). There are Apps for Apple iOS devices as well as Google Android devices. Axxerion Mobile has a touch interface and is fully integrated with the main database. Axxerion Mobile can work in a disconnected mode when Internet connection is not available and later to sync with the main database when Internet becomes available.
- **Space management:** Within a property you can define areas such as floors, rooms or workspaces. The areas can be imported from CAD drawings and you can show thematic maps of occupancy and area use. Areas can be linked with leases and you can assign areas to one or more occupants. You can search for available space and analyze occupancy rates and financial performance of your properties in tabular or CAD forms.
- **Request management:** The request management module processes service requests in an efficient and structured way. Customers, partners and employees can submit requests online and review the current status of their existing requests. You can define different request types and specify a workflow for each type of requests so that tasks are generated for the appropriate persons or departments. Managers can review the open requests, analyze process time and bottlenecks and check compliance to service level agreements.
- **Reservations:** The reservation module allows you to quickly make online reservations for rooms, equipment, food and special services. You can specify one or more search criteria, such as a conference room for 10 persons with a video projector. For each reservable space or item you can define one or more rates per hour or item so that the total cost can be calculated and cross charged. This module can also be used for reservations of professional services, hoteling and parking spaces.

The following is a description of other key modules included in the license which can be deployed at any time.

- **Project management:** Almost every organization is involved in running projects like renovations or transactions for acquisitions or disposals. The project management module helps you setup a project team and to keep track of all project documents, setup tasks and timelines with Gantt charts, define a budget, track timesheets and generate invoices. It also provides tools to collaborate with people inside and outside your organization through document sharing, discussion forums and issue tracking workflows.
- **Contract management:** You can track incoming and outgoing contracts and leases, including the contracting parties, financial obligations, payment, critical dates and notifications and clauses. You can upload and view scanned contract documents and you can link information in the Axserion database to clauses in scanned contracts. Contract management is fully integrated with property management and financials modules. You can also keep track of any other types of contracts such as services and insurances and their terms, finances and expirations.

Other Axserion modules which are included as a part of the license are bidding and procurement, key management, budgeting, strategic planning, financials and mobile platforms.

2.1 Hosting and security

Axserion has a ISAE3402 Type II certification for development and hosting of cloud-based software. This means that appropriate systems and procedures to control risks have been documented, implemented and effectively used according to an independent external auditor. Axserion hosts its solutions on state of the art and highly secure data centers with ISO27001 and ISO9001 certification.

- **ISO27001 datacenters:** Axserion servers are located in an ISO27001 certified datacenter with redundant power connections, battery backup, diesel generator backup and redundant internet connections. The physical access to the data center is restricted by a white list and personal ID check. Physical access to the servers is restricted by biometric identification and physical key.
- **Hardware redundancy:** Axserion deploys a cluster of servers with hot failover. In case of a hardware problem a standby server takes over, minimizing any downtime. Firewalls and switches are configured as pairs in high availability mode. All data is mirrored to two servers located in different datacenters.
- **Firewalls:** All access from and to the Axserion servers are routed via a firewall with automatic failover. The firewall includes security services for anti-virus, DoS attacks and intrusion detection. The signature database is updated dynamically every hour via a security service subscription with a third-party provider.
- **IP Filtering:** You can limit the access to your data to a certain IP pool. This can be provided on a restrictive basis, where certain IPs are blocked, or granting, where only certain IPs are allowed to connect.
- **Data encryption:** The communication between the web browser and the Axserion server can be encrypted using SSL and the https protocol, with a 1024-bit encryption key. Confidential information such as passwords is protected by 128-bit Blowfish database encryption.
- **Audit trail:** The servers and the system keep a record of all user logins and access. The system administrator can see who has accessed the system and at what time.

When a user has logged in to the system the last access date is displayed so that the user can be informed of any unauthorized access.

- **Mirror site:** Axserion provides a fully functional backup datacenter at a different geographical location. The production data is copied every night using secure FTP. Users can access the backup environment to verify the nightly backup. The backup environment also serves as a disaster recovery site in case of a major calamity.

2.2 Benefits

Axserion has been in business since 2003 and is used by over 400 organizations and more than 100,000 users in the Americas, Europe and Russia.

- **Comprehensive:** Axserion includes over 40 modules for managing almost any aspect of your business. You can start with one or two modules and expand to other areas over time.
- **Fast implementation:** You only need a web browser and a password and you can start immediately. All functionality for customizing and using the system is accessible via Internet. You do not have to install any software and can issue logins to other users yourself.
- **Low risk:** No upfront investment in hardware and software is required. You just pay per user. This makes the cost of the system transparent. You can increase or decrease the number of users at any time.
- **Flexible and Highly Configurable:** Axserion is standard software that can be configured to your business needs. You can create your own data fields, define custom business processes via workflows and setup links with your existing systems.
- **Wide rollout:** Because Axserion is 100% Internet-based you can quickly roll out the system to other regions and share information with employees, subsidiaries, suppliers and customers. All they need is an internet connection with a web browser or mobile device such as an iPhone, iPad, BlackBerry or Android.
- **Process oriented:** Axserion is not just about data but also about processes. The workflow engine helps you to streamline your business processes, detect bottlenecks and improve service to your internal and external clients.
- **Certified:** Axserion has received an ISAE3402 Type II certification. This ensures that systems and procedures for risk control are defined, implemented and effective.

2.3 Pricing model

Axserion is priced per user per year. There is no license fee per module so users can exploit the full breadth of the application. There are no charges for upgrades or maintenance and you do not need to purchase any hardware or software except for a web browser. The price depends on the type of user.

- **Administrator:** Can add/remove/update all objects, create new users, customize pages, setup import and export connections and design workflows.
- **Full user:** Can add/remove/update all objects. You define access to certain modules and functions by assigning users to user groups.
- **Viewer:** Can view all objects and run reports but cannot make modifications to the data. Viewers can approve various items and view any of the reports in the system.
- **Requestor:** This license is for occasional users that only need access to the home

menu to submit requests.

For each full user you can use up to 10,000 objects and 500 MB document storage. From past experience this 'fair use' will satisfy storage requirements over 95% of the clients. Additional objects and storage can be purchased separately.

- **Objects:** These are main objects such as a project, invoice, request or contract that have been created by users.
- **Storage:** This is storage space for documents such as generated PDF documents, drawings, photos or scanned documents.

Axxerion also offers customization and development services.

- **Customization:** This includes all operations that can be done within the Axxerion environment, such as customizing pages, setting access permissions, developing workflows, creating custom reports and data import/export.
- **Development:** This includes all activities that require changes to the Axxerion engine, such as development of new modules or features. This development is carried out in Java and is made available to end users only as part of the regular product release cycle, typically 4 weeks.

The Axxerion service is backed up every day to another set of servers and stored in a different datacenter as well. The backup datacenter is fully functional and serves as a disaster recovery datacenter in case of a calamity. You can logon to the backup environment to verify that your data has been restored. Additional backup options specific to be loaded in the client environment are available as listed below.

- **One-time data dump:** This includes a dump of all records and documents. The data is delivered in SQL format and can be imported by a variety of databases. The data dump can be delivered via FTP or on DVD.
- **Regularly scheduled data dump:** This is a data dump that is automatically generated on a regular schedule such as every night and made available via an FTP server. You can download the records and documents via a personal FTP account.

An overview of prices is listed in Appendix A. Prices are valid for one month from the date of this proposal and are subject to change thereafter. All licenses are invoiced for one year in advance and services are invoiced at the end of the each month. Invoices are due within 30 days and are considered delinquent afterwards. Extra licenses and services added at any time will be invoiced pro rata the remaining contract period.

3. Implementation

Following is a brief summary of the implementation and rollout activities. This applies to the initial phase for property and lease management.

- **Initial setup:** Upon signing this proposal, Axxerion will create a system administrator account and conduct training on the basics of the system. You can create accounts and start using the system immediately upon the completion of the training.
- **Data import:** Import mappings for property, assets and contacts information will be created and the data from LWSB is imported. An import mapping for importing company and contact information for the legal entities and users will be created and the data is uploaded.
- **Screen customizations:** Fields that are not required may be removed or hidden. Field labels can be renamed and fields can be rearranged or moved to other pages.
- **Users and roles:** Users will be assigned to one or more standard roles or new roles will be created. The roles specify the access to objects and fields.
- **Reporting:** Standard reports and dashboards can be customized. Users can be given access to certain reports and reports can be mailed automatically at defined frequencies.
- **End user training:** After the system has been configured and data is loaded the end users will be trained. This can be done on site or remotely via Internet.

4. Approvals

Both parties hereby agree to the terms and conditions outlined in this proposal and the service level agreement described in the appendix.

For Axxerion

For Leisure World, Seal Beach

Organization : Axxerion Inc. _____

Organization : _____

Name : Mehdi Khalvati _____

Name : _____

Title : President _____

Title : _____

Date : 7/22/15 _____

Date : _____

Signature : 

Signature : _____

Appendix A – Pricing

The table below shows the license prices based on the required quantities.

	List \$	Discounted \$	Per	Quantity	Total
Users					
Administrator	1000		Year	2	2,000
Full user	750	500 (33%)	Year	25	12,500
Limited users	250		Year	0	0
Requestor user	25		Year	0	0
Total					14,500

The amount of the storage allocated based on the above is 135,000 objects and 4.5 Gigabytes of disk space.

All prices are exclusive of taxes.

Training

Training sessions are performed online unless arrangements are made for on-site training. Onsite training is charged daily for the meeting days based on the then current training rate plus the cost of travel.

Training	\$	Per	Sessions	Hours	Total
Introduction	150	Hour	2	3	450
Properties and maintenance	150	Hour	6	9	1,350
Administration	150	Hour	6	9	1,350
Total					3,150

Implementation

The table below displays the estimated implementation effort. Implementation is charged on an hourly basis.

Implementation	\$	Per	Hours	Total
Setup	150	Hour	4	600
Data upload	150	Hour	16	2,400
Screen modifications	150	Hour	20	3,000
Workflow updates	150	Hour	8	1,200
Report customizations	150	Hour	4	600
Consulting and online help	150	Hour	16	2,400
Total				10,200

Appendix B – Service Agreement

This service agreement constitutes a legal agreement between Axxerion USA, Axxerion B.V. ("Axxerion") and your organization, its divisions, subsidiaries and affiliates (collectively "Customer") governing Customer's right to use the Axxerion Internet environment for workplace automation ("Service").

1. Right of Use

Subject to the terms and conditions of this agreement and a separate agreement(s) between Axxerion and Customer, Axxerion grants Customer a non-exclusive non-transferable right to use the service for business purposes as described in Agreement. Axxerion will provide a system administrator login account and a URL. Customer may create additional login accounts for employees and third parties but may not transfer, rent, lease, time-share or use the environment in any service bureau arrangement or provide any third parties access in return for a fee.

2. Acceptable Use Policy

Customer may upload, post or otherwise transmit its documents to the Service (the "Data"), but shall not upload, post or otherwise transmit any content, which is unlawful or violates, misappropriates, or infringes in any way upon the rights of others. Customer shall not use the Service to transmit any unsolicited or unauthorized advertising, promotional materials, "junk mail," "spam," "chain letters," "pyramid schemes," or any other form of solicitation.

3. License for Content

Customer hereby irrevocably grants Axxerion the following non-exclusive, royalty free, paid up, worldwide, sub-licensable license to distribute, perform, display, reproduce, transmit, license, and/or modify the content for purposes of formatting, maintenance, repair, protection, organization, or other administration of the environment. This license will remain in effect until such content is removed from the environment.

4. Responsibility for Content

Axxerion may not pre-screen content and, as such, Axxerion does not guarantee the accuracy, integrity, availability, or quality of such content. Under no circumstances will Axxerion be liable in any way for any content, including, but not limited to, any errors or omissions in any content, or for any loss or damages or any kind incurred as a result of the use of any content. Customer is responsible for implementing sufficient procedures to satisfy Customer's particular requirements for accuracy of data input and output, and for maintaining a means external to the environment and Service for the reconstruction of any lost or damaged content.

5. Protection of Contents

Axxerion's servers are currently located in the Netherlands and the United States. Content may also be transmitted or transferred to other areas or countries within the European Union or locations within the United States at Axxerion's sole discretion. Axxerion will use commercially reasonable standards and practices to protect content and Data including, but not limited to the use of fire walls and creating backups on a daily basis. In case of Data loss Axxerion will use best efforts to recover content and Data but does not warrant that it

will be able to restore any lost or damaged content or Data. Customer is responsible for conducting its own annual backups of all its Data.

6. Availability of Service

Axxerion will make best efforts to ensure continued operation of the service by deploying redundant hardware and dual Internet connectivity. Axxerion occasionally needs to interrupt the service to install updates and perform maintenance, which typically takes place during weekends. Axxerion guarantees an average availability of 99.8% (measured against 24x7), excluding downtime for regular maintenance during weekends or weekdays. In case CAV is not satisfied with the service level of the Service because it is lower than the committed availability, CAV may notify Axxerion accordingly. Axxerion will then have thirty days to respond to such notice and remedy the issue. If afterward the availability falls below the committed amount above, CAV may notify Axxerion with the proof of such deficiency. Axxerion will refund CAV within 30 days for the fees paid during the period where the service level was below the committed level. Request for refunds should be submitted within 15 days after the period in which less than guaranteed availability has occurred.

7. Free Technical Support

This Agreement includes free of charge technical support to a contact assigned by the Customer. The free technical supports only includes addressing any bugs or issues found by the Customer. It does not include training, help and hand holding. All assistance other than the free technical support are subject to charge based on Axxerion's standard billing rates. Axxerion, or a third party assigned by Axxerion, will respond to Customer issues relating to the installation, configuration and use of the Service. Support requests may be submitted via phone, web or email and a response will be provided within 1 business day. In case of emergencies, such as when the service is not accessible, the Customer may call an emergency phone number which is available 24 hours/365 days per year. A response to emergency support requests will be provided within 4 hours.

8. Free Maintenance and Upgrades

This Agreement includes free of charge maintenance and upgrades to the Service. Service updates and maintenance is typically performed during weekends or evenings and Customer will receive an advance warning on when the Service will be interrupted. Any updates or enhancements that are provided to Customer shall be deemed part of the Service and shall be used in accordance with the requirements and obligations set forth in this Agreement.

9. Confidentiality and Ownership

Customer agrees to maintain the confidentiality of information relating to access to the service, including URLs, user names and passwords. Axxerion will maintain the confidentiality of the Customer's Data and contents. Under no circumstances will Axxerion be liable in any way for any Data and contents, including, but not limited to, any disclosure, transmission, or transfer of any Data and contents, or for any loss or damages or any kind incurred as a result of the use of any Data and contents.

10. Warranty disclaimer and Limitation of liability

THE ENVIRONMENT, MATERIALS AND SERVICE ARE PROVIDED "AS IS" AND AXXERION AND ITS PARTNERS MAKE NO EXPRESS OR IMPLIED REPRESENTATIONS OR WARRANTIES REGARDING THE USABILITY, SUITABILITY, CONDITION, OPERATION OR ACCURACY

THEREOF. AXXERION AND ITS PARTNERS DO NOT WARRANT THAT ACCESS TO OR USE OF THE SITE OR SERVICE WILL BE UNINTERRUPTED OR ERROR-FREE, AND FURTHER DISCLAIM ALL OTHER WARRANTIES AND CONDITIONS (EXPRESS, IMPLIED OR STATUTORY), INCLUDING WITHOUT LIMITATION, ALL WARRANTIES AND CONDITIONS OF MERCHANTABILITY, TITLE, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, COMPATIBILITY, SECURITY OR ACCURACY AND ALL OTHER OBLIGATIONS OR LIABILITIES ON THE PART OF AXXERION AND/OR ITS PARTNERS. CUSTOMER'S, INCLUDING SITE USER'S, USE OF THE SITE AND CONTENT IS AT ITS OWN RISK. CUSTOMER ASSUMES FULL RESPONSIBILITY AND RISK OF LOSS RESULTING FROM UPLOADING, DOWNLOADING AND/OR USE OF SOFTWARE, FILES OR CONTENT OBTAINED FROM THE SITE OR SERVICE. CUSTOMER AGREES THAT AXXERION AND ITS PARTNERS WILL NOT BE LIABLE FOR ANY DAMAGES WHATSOEVER (INCLUDING DIRECT, INCIDENTAL, INDIRECT, CONSEQUENTIAL SPECIAL OR PUNITIVE DAMAGES) WHETHER OR NOT AS A RESULT OF LOSS OF USE, DATA, REVENUE OR PROFITS ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT AND CUSTOMER'S, INCLUDING SITE USER'S, USE OF THE SITE, SERVICE, MATERIALS OR CONTENT. CUSTOMER, INCLUDING SERVICE USERS, HEREBY RELEASES AXXERION AND ITS PARTNERS FROM ANY OBLIGATIONS, LIABILITIES AND CLAIMS WITH RESPECT THERETO, WHETHER BASED ON CONTRACTUAL, TORT OR OTHER GROUNDS, EVEN IF AXXERION OR ITS PARTNERS HAVE BEEN ADVISED OF THE POSSIBILITY OF DAMAGES.

AXXERION'S TOTAL AGGREGATED LIABILITIES INCLUDING ANY AND ALL EXPENSES, CHARGES, PENALTIES, DAMAGES AND ANY OTHER COSTS SHALL NOT EXCEED THE TOTAL MONIES PAID BY CAV TO AXXERION IN THE PRECEEDING TWELVE MONTHS FROM THE TIME OF ANY NOTICES OF LIABILITIES SERVED TO AXXERION.

11. Payments

To be eligible to access and use the Service, Customer must be actively subscribed to the Service and must have fully paid up for the use of the Service. All fees are non-refundable and non-creditable, except as set forth in Section 6. In case payments have not been received within the payment terms (indicated elsewhere in this agreement) after the Customer's receipt of an invoice (meaning when an invoice becomes delinquent), Axxerion reserves the rights to disable access to the service. Axxerion reserves the right to change the fees it charges for the user of the Service (Service Fees) at any time with a prior notice to the Customer. New Service Fees will only apply after the expiration of the then-current subscription.

12. Term and Termination

Unless otherwise specified elsewhere in the Agreement, this Agreement takes effect on the date Customer or any of its users first accesses or uses the service and will be automatically renewed and billed on a yearly subscription basis unless Customer sends a written notice of cancellation at least thirty (30) days before the subscription is due to expire. If the Customer materially fails to comply with the terms of the agreement, Axxerion has the right to terminate this agreement at any time, without any penalties or any further obligations. Axxerion also has the right to terminate the agreement based on a thirty (30) day written notice to Customer in case of not using the service for its intended purpose. Upon termination, Customer shall only be liable for the pro rata payment of the Service delivered to Customer prior to the effective date of termination. After the termination of the service agreement Customer will no longer have access to the Axxerion service. If requested by Customer within thirty (30) days of the termination of the Agreement for any reason, Axxerion shall supply Customer with a DVD with the Customer's data and database contents in SQL format. Axxerion's then current prices for the production and delivery of such DVD's will apply. Axxerion will invoice the customer for the costs associated with the production of

such DVD and the Customer will pay Axxerion upon the delivery of the above DVD. All Customer Data and contents will be permanently removed from the Axxerion environment and discarded thirty (30) days after the termination of the service agreement.

13. Indemnity

Customer agrees to indemnify, defend and hold Axxerion, its partners, and all of its officers, directors, owners, agents and information and service providers (collectively, the "Indemnified Parties") harmless from all liability and costs incurred by the Indemnified Parties, including without limitation, reasonable attorney's fees, in connection with any third party claim arising out of any breach of the agreement by Customer or any of its user. Axxerion shall cooperate, at Customer's expense, as reasonably required by Customer in the defense of any claim.

14. Entire Agreement

The terms of the Agreement constitutes the complete and final agreement and shall prevail over any contrary, inconsistent or additional terms included in any purchase order or other documentation of Customer. Axxerion reserves the right to revise this agreement at any time. Notification may be posted online, or sent via email to the address provided by Customer during registration or as updated by Customer. Customer's continued use of any account after such notification shall constitute Customer's acceptance of the agreement as revised.

15. Force Majeure

Axxerion will not be liable in any amount for failure to perform any obligation under the agreement if such failure is caused by the occurrence of cause beyond the reasonable control of Axxerion including, without limitation, outages of the Internet or connections thereto, communications outages, earthquake, fire, flood, war, or any acts of governmental bodies or authorities.

16. Notices.

All notices to a party shall be in writing and shall be made via e-mail. Notice shall be deemed given 48 hours after the e-mail is sent, unless the sending party is notified that the e-mail address is invalid. Axxerion may also broadcast notices or messages, or publish other matters of importance, within the service; such broadcasts shall constitute notice to Customer.

17. Governing Law

This Agreement is governed by the laws of the State of California.

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BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE
SUBJECT: NEW POLICY-PLANTING ADJACENT TO PERIMETER WALLS
DATE: JUNE 29, 2015
CC: FILE

At the June 1, 2015 meeting of the Physical Property Committee, a new policy was presented pertaining to plantings adjacent to Perimeter Walls (see Exhibit A). The Committee unanimously recommended that the GRF Board approve this new policy, which clarifies planting guidelines, including maintenance of plantings.

I move that the GRF Board approve Policy 3331-70, Planting Adjacent to Perimeter Wall, as presented.

RESOLUTION/MOTION ACTION RECORD

072815d.i

Resolution Type: **Create Policy**

Pertaining to: Landscaping at Perimeter Wall

Duly adopted at a meeting of the Board of Directors held: **07/28/15**

Motion by: _____ Seconded by: _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Larry Blake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Doderio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Philip Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: _____ (Secretary) _____ (Date)

STAFF OPERATIONS

PHYSICAL PROPERTY DEPARTMENT

GRF Landscape Areas, Plantings adjacent to Perimeter Walls**Purpose**

The intent of this policy is to protect the integrity of the Trust's perimeter masonry walls and footings.

Planting next to Perimeter Wall

No trees or plantings with invasive roots shall be placed within five (5) feet of any perimeter masonry wall.

All plantings within Mutual property adjacent to perimeter walls are the sole property and responsibility of the Mutual Corporation, who shall be liable for any damage to the Trust Property.

Plantings shall be maintained in such a manner where the growth does not lean, rest upon or otherwise cause damage to the Trust Property or create a security risk to the community.

Vines in the Ground

Vines that climb upon or cling to perimeter walls are prohibited. Any vines or plants must be supported upon their own trellis and not attached nor espaliered to the wall in any form. The space between the wall and plant must be maintained at a minimum of six (6) inches.

Policy
Adopted:

Golden Rain Foundation
Seal Beach, CA

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BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE
SUBJECT: TREE INVENTORY OF ALL COMMUNITY FACILITIES TREES
DATE: JULY 21, 2015
CC: FILE

At its July 1, 2015 meeting, the Physical Property Committee unanimously recommended Class One Arboriculture to provide a Tree Inventory of all Community Facilities Trees, at a cost not to exceed \$15,000.00. (See Exhibit A)

The GRF will receive from Class One Arboriculture:

- Comprehensive map including all trees managed by GRF
- Written report, a spreadsheet, and a photo log of all trees
- Each tree shall be identified with both the Latin and Common names
- Potential future problems of each tree
- Time estimates to perform maintenance for each tree
- Recommended time of year to prune each tree, prioritized
- One printed copy of the report
- Copy of the Tree Log in Excel format

The Finance Committee, at its regular scheduled meeting of July 21, 2015, reviewed availability of non-budgeted operational funds to provide a Tree Inventory of all Community Facilities Trees and determined funds are available in an amount not to exceed \$15,000.00 from the Operating Budget of CC 79.

I move to recommend the GRF Board award a contract to Class One Arboriculture to provide a Tree Inventory of all Community Facilities Trees, at a cost not to exceed \$15,000.00, with funding from the Operating Budget of CC 79 and authorize the President to sign the contract.

RESOLUTION/MOTION ACTION RECORD

072815d.ii

Resolution Type: **Approve contract**

Pertaining to: Class One Arboriculture – tree inventory

Duly adopted at a meeting of the Board of Directors held: **07/28/15**

Motion by: _____ Seconded by: _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Larry Blake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Doderio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Philip Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: _____ (Secretary) _____ (Date)



Class One Arboriculture

CA Lic. #982988

1061 Jedburgh St

Glendora, CA 91740

Phone: (818) 495-5344

Mark Weaver
Leisure World GRF
Community Facilities & Golf Course
PO Box 2069
Seal Beach, CA 90740

Mr. Weaver:

Attached is a proposal for an inspection and inventory of the trees in the community facilities of the Golden Rain Foundation in Leisure World Seal Beach. I have included the specifications for the inventory and an estimate for the cost of preparation. I would be available to start as early as July 1st, and I would need two months (40 working days) to complete the project.

The scope of the inventory was discussed at my meeting with George Hurtado on Wednesday, May 13. We drove the community facilities property and Mr. Hurtado assisted me in preparing a comprehensive map that includes all of the areas with trees managed by GRF Community Facilities. The trees to be included in this inventory and the associated time estimates reflect the results of our meeting. Any changes to the scope of work such as additions or subtractions to the trees due to adjustments of division lines between Mutual property and Community Facilities property will require an adjustment to the estimated time to prepare the report.

I have also included sample pages from a report I prepared for Mutual 5 to illustrate the format of the proposed GRF inventory report.

I look forward to helping the Golden Rain Foundation with their arboricultural needs,

James Komen
Class One Arboriculture Inc.
ISA Board Certified Master Arborist: WE-9909B
Registered Consulting Arborist: RCA #555
classonearboriculture@gmail.com
818-495-5344

Tree Inventory Specifications

A complete inventory of the trees defined by this assignment shall be assembled. The inventory shall contain three parts: a written report, a spreadsheet, and a photo log. Each tree shall be photographed, logged, and described individually in the report.

The intended purpose of this inventory is to assist the management in making tree maintenance decisions. The descriptions and data should be understandable and accessible for the layperson. The report, spreadsheet, and photo log should be detailed and useful for a professional arborist.

Written Report

Each tree in the survey shall have a separate entry in the report containing the following elements:

Identification

Each tree shall be identified with both the Latin and Common names. The report preparer should make a good faith effort to research any trees that cannot be identified. For any tree that cannot be identified, the tree should be marked as UNIDENTIFIED.

Photograph

Each tree shall have at least one unique photograph. The primary identifying photograph shall include the entire tree from top to ground and the entire canopy width, unless this is not reasonable due to site restrictions. If the tree has special conditions such as hazard features or disease symptoms, these features shall be photographed sufficiently well so that another arborist may view and interpret the conditions without a site visit. Photographs shall accompany each tree's entry in the inventory report.

Plain English Description

The tree's condition shall be described in one to three paragraphs, explaining all technical terms in language that can be understood by a layperson. Specially recommended care or mitigation should be defined and explained.

Potential future problems should be identified, including but not limited to:

- Site limitations
- Hazards, if any
- Incorrect past care
- Pests or disease, if any
- Ongoing maintenance issues
- Plant nutrition
- Irrigation issues
- Root Issues

Maintenance Time Estimates

Report preparer should give a good faith estimate for the amount of time it would take to perform the maintenance for each tree. Any special equipment should be noted, including but not limited to:

- Climbing gear
- Aerial lifts
- Trunk injections
- Special rigging for potentially hazardous situations

Time of Year to Prune

The recommended time of year to prune each tree should be listed. If an explanation is necessary, it should be included in the tree's description. If the tree has short-term needs and should be serviced sooner than its normally recommended time of year, this should be explained in the description.

Priority Level

Each tree shall be ranked relative to each other using one of four criteria:

- **Hazard:** This tree must be serviced immediately due to a hazard feature present.
- **High:** Within the set of trees recommended for the same season, this tree should be among those addressed first.
- **Medium:** It is recommended that this tree be serviced this year, but its maintenance can be postponed without any major problems.
- **Low:** The pruning of this tree in the current year will not affect its short or long-term health. Maintenance is still recommended for this season, but it can be postponed for a year or more if necessary.

Numbering System and Map

Each tree shall be assigned a unique identification number and denoted on a map. The entire region surveyed shall be divided into appropriately-sized zones such that the specific location of trees planted closely together can be discerned on the map. See the example map page.

Tree Log Spreadsheet

An excel spreadsheet shall be prepared. The spreadsheet shall include an entry for each individual tree with the following data columns:

- **Zone Number**
- **Site Number**
- **Latin Name**
- **Common Name**
- **Estimated Maintenance Time**
- **Next Service Season**
- **Priority Level**
- **Removal?**
If the tree is recommended for removal, type "YES"
- **Climber?**
If maintenance of the tree requires a climber, type "YES"
- **Last Updated**
The date that the tree was observed
- **Notes**
The recommended maintenance or mitigation should be condensed down to 4-7 words. Any special circumstances or features should be noted here as well.

For vacant planting sites, type "VACANT" in the Latin Name and Common Name columns and leave blank the columns that do not apply. Make a note of site considerations that should be taken into account when choosing a tree to install.

Deliverables

One Printed Copy of the Report

The report shall be printed in color and spiral bound with a plastic cover. Additional copies may be purchased in either black and white or color.

Digital Files

The following digital files will be emailed to the project's primary contact:

- **Excel Spreadsheet**
A copy of the Tree Log in .xls format shall be emailed.
- **PDF File**
A copy of the Tree Inventory in .pdf format shall be emailed.

Photo Inventory

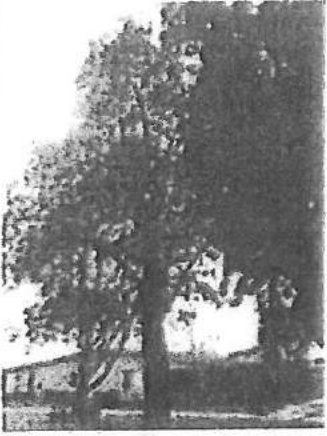
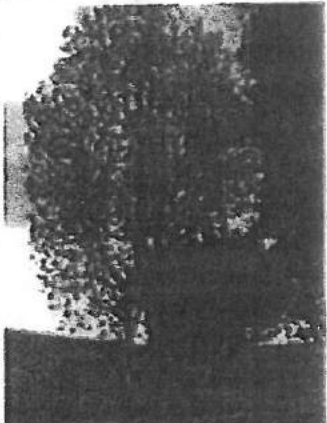
The photo inventory will be stored on a hard drive in the office of Class One Arboriculture. Digital copies of all the photos will be available for copying to the client. Client may provide a portable hard drive or one will be available for purchase. Photos shall be sorted into folders corresponding to each tree's respective zone. Photo filenames shall be labeled in the following format:

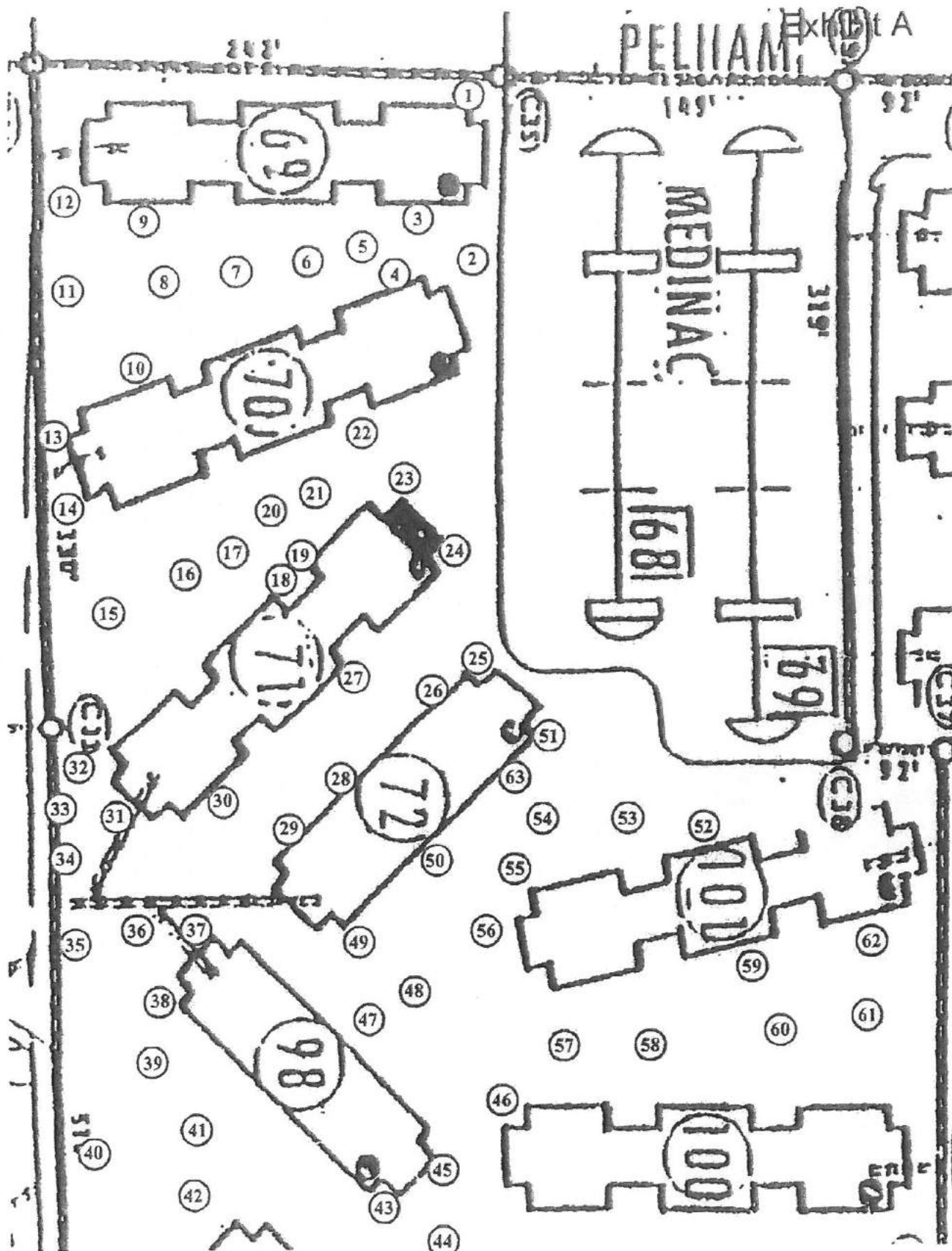
GRF Zone # Site ### [year] [season] Photo ##

e.g. GRF Zone 1 Site 056 2014 Summer Photo 03

The year and season in the file name shall correspond to the date that the photo was taken.

The report writer shall retain a copy of all digital data for at least one year following the completion of the contract.

	<p>Site 23 <i>Alnus rhombifolia</i> - White Alder</p> <p>This Alder tree is in competition with the rubber tree, and the rubber tree should be pruned back to allow space for the Alder.</p> <p>There are several large wounds on the top sides of lateral branches. These could have a variety of causes, but bark loss injuries are usually due to root cutting or squirrel chew. These bark loss wounds that run the length of the branches should be monitored. This tree should have an aerial inspection immediately to determine whether there is a hazard of wind throw.</p> <p>The tree should be maintained for head height clearance.</p> <p>Maintenance: two hours with climber Next Service: now Priority: high</p>
	<p>Site 24 <i>Liquidambar styraciflua</i> - Sweet Gum</p> <p>This tree has a very large tearout wound on the South Eastern side of the trunk. The wound site is actively decaying, and there is soft, pithy wood within the heartwood of the tree. Ultimately, this wound site will limit the tree's lifespan.</p> <p>The tree is out of balance because nearly all of its foliage is on the North Western side. This will predispose the tree to failing to the Northwest. Some of the foliage on the North Western side can be thinned to train the tree back to the South East. However, eventually this tree will need to be removed because the decay will advance on the interior of the tree and reduce its structural integrity.</p> <p>This tree should be monitored annually for the advance of decay, and if more than two thirds of the heartwood of the tree is decayed, then it should be considered for removal.</p> <p>Maintenance: one hour Next Service: now Priority: medium</p>



Mutual 5

Zone 3

Class One Arboriculture Inc.

1061 Jedburgh St
Glendora, CA 91740

Exhibit A Estimate

Date	Estimate #
5/14/2015	166

Name / Address
Leisure World GRF Community Facilities & Golf Course PO Box 2069 Seal Beach, CA 90740

			Project
Description	Qty	Rate	Total
Inspection and Inventory of GRF Community Facilities Trees - Color photographs of each tree - Plain English description and assessment of the health and condition of each tree - Excel spreadsheet document containing all of the trees in a sortable format for management use - Discussion of the major issues to be addressed by the landscape managers - Time estimates for labor hours to perform recommended pruning	83	150.00	12,450.00
--- CA Sales Tax		9.00%	0.00
Total			\$12,450.00

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BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE
SUBJECT: PINO CONTE SCULPTURE
DATE: JULY 5, 2015
CC: FILE

At its May 6, 2015 meeting, the Architectural Design and Review Committee discussed relocating the Pino Conte Sculpture from its current location, next to Clubhouse 3, to the area next to the Lobby entrance of the Administration Building, also proposing to install a small fountain and video camera in the same location. The total cost projected for this project is \$6,100.00; the details are as follows:

Relocate statue	\$500.00
Concrete Pad	\$350.00
Rock & Fountain Installed	\$2000.00
Electrical Supply for Fountain and Light	\$1750.00
CCTV	\$1000.00
Contingency	<u>\$500.00</u>
 Total Project Cost	 \$6100.00

The Finance Committee, at its May 19, 2015 meeting, reviewed this request and unanimously approved the non-budgeted funds, not to exceed \$6,100.00.

The Physical Property Committee, at its June 1, 2015 meeting, concurred to move this project forward with the approval of funds coming from the Finance Committee.

I move the GRF Board approve the relocation of the Pino Conte Sculpture from its current location, next to Clubhouse 3, to the area next to the Lobby entrance of the Administration Building and to install a small fountain and video camera in the same location for a total cost not to exceed \$6,100.00.

RESOLUTION/MOTION ACTION RECORD

072815d.iii

Resolution Type: **Approve statutory move**

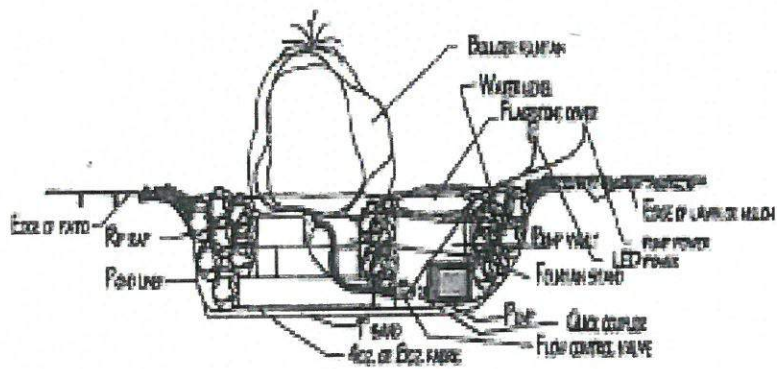
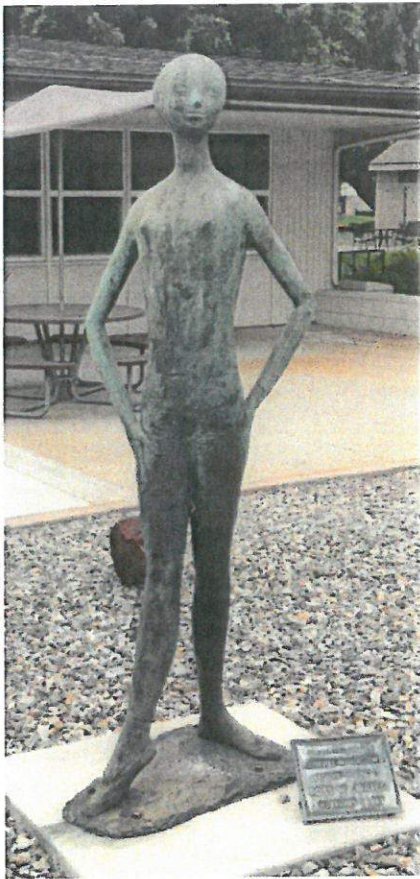
Pertaining to: Relocation of Pino Conte statue, installation of fountain and video camera

Duly adopted at a meeting of the Board of Directors held: **07/28/15**

Motion by: _____ Seconded by: _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Larry Blake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Dodero	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Philip Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: _____ (Secretary) _____ (Date)



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BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: RECREATION COMMITTEE
SUBJECT: HOLIDAY DECORATIONS
DATE: JULY 14, 2015
CC: FILE

Each year, Maintenance has provided the installation of all external holiday decorations throughout the Community. We are approximately at year ten of continuous use of the holiday decoration and many of them have outlived their useful life and looking very dated and worn. At the request of the Recreation Committee, the review of the holiday decorations was sent to the ADRC to review options for the Community.

In reviewing all options on how best to proceed with the replacement of the current stock of holiday decorations, it was the recommendation of the ADRC to purchase new holiday decorations through Dekra-Lite and to have them install, maintain and store all of the holiday decorations, per Option-1 (Exhibit A).

At the regular scheduled meeting of the Finance Committee on July 21, 2015, the Finance Committee reviewed a request by the Recreation Committee for the replacement of the current stock of holiday decorations. At that meeting, it was the unanimous consensus of the Finance Committee to proceed with the replacement of our holiday decorations through Dekra-Lite and to have them install, remove, maintain and store all of the holiday decorations, per Option-1 (Exhibit A), in the amount of 30,580.22, for the year of 2015, funding through Reserves.

Note: Approval of this item will also require an additional commitment of funds in the operating Budget for the year 2016, estimated at \$19,800.00, and further funding each year proceeding.

I move to approve the replacement of holiday decorations, through Dekra-Lite, and to have Them install, remove, maintain and store all of the decorations, per Option-1 (Exhibit A), in the amount of \$30,580.22, for the year of 2015, funding from Reserves.

RESOLUTION/MOTION ACTION RECORD

072815e.i.

Resolution Type: **Approve contract**Pertaining to: **Holiday decorations**Duly adopted at a meeting of the Board of Directors held: **07/28/15**

Motion by: _____ Seconded by: _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Larry Blake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Dodero	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Philip Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: _____ (Secretary) _____ (Date)

Community Center
Option 1- Installation, Removal and Storage of
All Items

- LED C9 Warm White Building Roofline Perimeter Lighting
 - Administration Building
 - Health Care Center
 - Club House #6
- (1) 20 ft LED Gold/Silver Décor Package added to Customer-owned Christmas Tree
 - 18"x24" Nylon Gift Boxes (12)
 - Includes Installation, Removal and Storage
- (18) Single 30"x60" Themes Pole Banners
 - Installation on existing hardware
- (14) LED Decorated 36 Inch Sprays
- (2) 6ft LED Decorated Wreath
 - Administration Building
 - Club House #6
- (1) 3ft LED Decorated Wreath
 - Club House #5
- (4) Palm Trees Lit with LED Mini-lights
 - Club House #6

Purchase Price Year 1 \$30,580.22*

Estimated Year 2+ \$19,800.00

*includes Orange County Sales Tax



Community Center

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- (14) LED Decorated 36 Inch Sprays
- (2) 6ft LED Decorated Wreath
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 - Club House #5
- (4) Palm Trees Lit with LED Mini-lights
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Purchase Price Year 1 \$30,580.22*

Estimated Year 2+ \$19,800.00

*includes Orange County Sales Tax



Community Center

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- (4) Palm Trees Lit with LED Mini-lights
 - Club House #6

Purchase Price Year 1 \$30,580.22*

Estimated Year 2+ \$19,800.00

*includes Orange County Sales Tax



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BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: SECURITY BUS AND TRAFFIC COMMITTEE
SUBJECT: 2015 APPROVED CAPITAL – PROJECT CANCELLATION
DATE: JULY 9, 2015
CC: FILE

At the regular scheduled meeting of the Security Bus and Traffic Committee on July 8, 2015, the Committee reviewed information as supplied by the Executive Director and Fleet Manager in reference to the approved 2015 Capital item- Swing Out Stop Signs for Buses, \$13,000.

In review of the suggested modifications to the buses, and based upon the structure of the buses, it was of the considered opinion of the Executive Director and Fleet Manager to cancel this proposed project.

The committee unanimously approved a recommendation to the Finance Committee and Board to delete this Capital Project.

At the regular scheduled meeting of the Finance Committee on July 21, 2015, the committee concurred with the request of the Security Bus and Traffic Committee to cancel the capital funding of this proposed project.

I move to approve the cancellation of the proposed Capital project – Swing Out Bus Stop signs, as included in the 2015 approved Capital.

Attachment

2015 Executive Directors Capital Work Sheet

RESOLUTION/MOTION ACTION RECORD

072815f.i.

Resolution Type: **Approve cancellation of project**Pertaining to: **Swing Out Bus Stop signs**Duly adopted at a meeting of the Board of Directors held: **07/28/15**

Motion by: _____ Seconded by: _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Larry Blake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Philip Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: _____ (Secretary) _____ (Date)

2015 Capital, Prioritized Master List



				Status	Cost	Action
Priority 1						
News	36	Backup Server - Macintosh	\$9,663	Completed	\$9,663	BOD Approved 2/24 - In service
News	36	Dell Workstation Monitors	\$1,416	Completed	\$1,416	BOD Approved 2/24 - In service
ITS	34	Main Server Room Modifications	\$6,600	In Progress	\$6,600	March ITS Approved in progress
Recreation	54	Conference Room Mic System	\$12,000	Completed	\$10,000	Ready for use
Security	37	Radar Trailer	\$9,000	Completed	\$9,000	Approved - In service
Mutual Administration	33	Caregiver pass printer	\$3,000	Completed	\$2,500	Finalizing procedures and process
Bus	38	Bus Backup Proximity Sensors	\$3,000	In Progress	\$3,900	Approved - Pending installation in early June
Emergency Preparedness	22	Back Hoe attachment	\$15,000	Hold (Reviewing)	\$0	Reviewing Cost and availability
NEW ADA Improvements Main Parking Lot			Additional funding required over amount in Capital Carry Over	In Progress	\$59,000	March BOD Approved - In progress
			Total		\$118,679	
Priority 2						
Recreation	56	Ballet Barre	\$2,000	Completed	\$1,704	Approved - In service
ITS	34	Credit Card POS Solutions	\$5,500	Completed	\$2,500	Finalizing procedures and process
Bus	38	In Bus Cameras	\$12,000	In Progress	\$17,000	Approved - Pending installation in early June
Security	37	Patrol Car Security Cameras	\$3,000	Ordered	\$2,900	April SBTC approved
Emergency Preparedness	22	Evacuation chairs (2)	\$4,000	Completed	\$3,100	April EC approved
			Total		\$26,500	
Priority 3						
ITS	34	Second Server	\$63,800	In Progress	\$63,800	Work to start July 9
Recreation	51	BBQ Area Wind Wall & Electrical Line	\$5,000	In Progress	\$5,000	May RC approved \$1900, June installation
Security	37	Security Camera Monitors	\$3,000	In Progress	\$2,000	Approved at the July SBTC
Bus	38	Swing out Stop Signs for Buses	\$13,000	Canceled	\$0	SBTC approved removal to July FC
Emergency Preparedness	22	Tractor or Bobcat with Back Hoe	\$40,000		\$40,000	Pending FC and Board approval
Emergency Preparedness	22	Water storage, pump and hose	\$5,000	Aug to Committee	\$5,000	Pending Action
			Total		\$129,800	
Priority 4						
Recreation	40	Additional Sand Trap	\$4,000	Aug to Committee	\$4,000	Pending Action
ITS	34	CH4 Technology Enhancements	\$44,000	Fall 2015	\$44,000	Pending Action
ITS	34	Visual Display Solutions	\$22,000	Fall 2015	\$22,000	Pending Action
			Total		\$70,000	
					Total	\$315,083
						\$363,000 collected as of July 7, 2015

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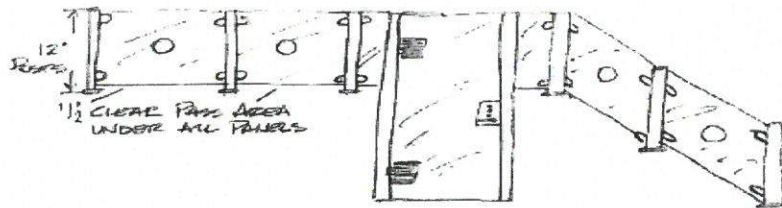


BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: SECURITY, BUS, AND TRAFFIC COMMITTEE
SUBJECT: SECURITY LOBBY SAFETY PANELS
DATE: JULY 21, 2015
CC: FILE

At its regular meeting on July 8, 2015, the Security, Bus, and Traffic Committee unanimously recommended to install ½" Lexan partitions and a gate door at the Security Counter of the Main Gate Lobby (see below). On a few occasions, Security personnel have been put in situations where a barrier between the public and staff would have helped calm the circumstances. Two contractors submitted bids from the three RFP's for this project; however, one backed out when they were asked to give a quote using Lexan opposed to Glass and the other did not bid.

Custom Glass quoted a cost of \$8,095.00.



The Finance Committee, at its regular scheduled meeting on July 21, 2015, reviewed available funds for the installation of ½" Lexan partitions and a gate door at the Security Counter of the Main Gate Lobby and determined Capital funds are available, in an amount not to exceed \$8,095.00.

I move to recommend the GRF Board award a contract to Custom Glass for the installation of ½" Lexan partitions and a gate door at the Security Counter of the Main Gate Lobby, in an amount not to exceed \$8,095.00, using available funds from Capital, and authorize the President to sign the contract.

RESOLUTION/MOTION ACTION RECORD

072815f.ii

Resolution Type: **Approve Contract**

Pertaining to: Install Security Department safety panels

Duly adopted at a meeting of the Board of Directors held: **07/28/15**

Motion by: _____ Seconded by: _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Larry Blake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Doderio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Philip Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: _____ (Secretary) _____ (Date)