



Board of Directors

Agenda

Clubhouse Four

Tuesday, September 22, 2015

10:00 a.m.

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

Note: Foundation Shareholder/Members are permitted to make comments before the business of the Board meeting begins. Requests to speak must be registered in advance of the meeting and comments are limited to four (4) minutes.

7. Consent Calendar – Approval of Board Committee Meeting Minutes (pp. 1-2)
8. Approval of Minutes (pp. 3-14)
 - a. August 20, 2015 (Special)
 - b. September 4, 2015
9. New Business
 - a. Finance Committee
 - i. 2016 Operating Budget and Capital Plan Proposal (Ms. Stone, pp. 15-20)
 - ii. Approve August Financials (Ms. Stone, pp. 21-28)
 - b. Physical Properties Committee
 - i. Approve Purchase of Workstations for News Building (Mr. Lukoff, pp. 29-32)
 - ii. Acceleration of Replacement of Carpeting and Stairs for News Building (Ms. Greer pp. 33-36)
 - c. Recreation Committee
 - i. Holiday Decorations for 2015 Holiday Season (Ms. Rapp pp. 37-44)
 - ii. Dog Park (Ms. Snowden pp. 45-50)

- d. Security Bus and Traffic Committee
 - i. Approve Agreement with Towing Company (Mr. McGuigan, pp. 51-56)
- e. Board Approval of Mary Ruth Greer as Chair of Communications Committee
- f. Board Approval of Assignment of Composition of a Board of Directors Censure Policy and a Directors Code of Conduct to the Executive Committee

10. Staff Reports

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

11. Board Member Comments

12. Executive Session, 2:00 p.m., Administration Conference Room

13. Next Meeting/Adjournment

- a. Tuesday, October 27, 2015, 10:00 a.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 Committee meetings:

- Minutes of the Physical Property Committee Board Meeting of August 5, 2015
- Minutes of the Recreation Committee Board Meeting of August 10, 2015
- Minutes of the Mutual Administration Committee Board Meeting of August 11, 2015
- Minutes of the Executive Committee Board Meeting of August 14, 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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SPECIAL BOARD OF DIRECTORS MEMBERS MEETING - GOLDEN RAIN FOUNDATION
August 20, 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 (BOD) was called to order by President Winkler, at 1:00 p.m., on Thursday, August 20, 2015, in the Administration Conference Room.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Stone.

ROLL CALL

The Recording Secretary reported that Directors Blake, R. Stone, Pratt, Snowden, L. Stone, Reed, Hood, Wood, Rapp, McGuigan, Doderio, Winkler, Greer, Damoci, Lukoff and Friedman were present. Directors Bolton and Moore was absent. Executive Director Ankeny and Controller Miller were also present.

ANNOUNCEMENTS

The President welcomed the Board members and introduced staff Executive Director Randy Ankeny and Controller Carolyn Miller.

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 member commented on the shareholder/members present.

OVERVIEW OF RESERVES AND CAPITAL EXPENDITURES

The purpose of the meeting was to improve the Golden Rain Foundation (GRF) Board of Directors' (BOD) understanding of the budgeting process and the Reserve and the Capital Expenditures funds.

Treasurer Stone made available a summation of the categories within the Golden Rain Foundation (GRF) Budget, including the Reserve fund and the Capital improvement fund.

Two areas of consideration will go to the next GRF Board meeting involving the amendment of Policy 5061-31, Fees. The GRF Board will be asked to approve amendments of how the membership fee is calculated and how the fee is allocated between the Capital Improvement fund and the Reserve fund.

Treasurer Stone advised that many line items within the operating budget are fixed but a few are variable and could be revised by the Committee review process.

Executive Director Ankeny spoke on the need for balance between spending and performance: additional staff will be needed to keep pace with the services requested by the Community as well as staffing required for the successful completion of aging infrastructure projects.

Three Special Finance Committee meetings have been scheduled to accommodate the review of draft budgets: September 9 at 5:00 p.m., September 15 at 9:00 a.m. and September 17 at 1:00 p.m., all to be held in the Administration Conference Room.

MEMBER/SHAREHOLDER COMMENTS

Six shareholder/members spoke on the conciseness of the Treasurer's presentation and on various topics related to the operations of the community.

BOARD MEMBER COMMENTS

Sixteen Board members spoke on the overview of the Reserve Fund, the Capital Expenditures Fund and the budget.

Vice President Damoci reminded the attendees that tonight's amphitheater show will benefit homeless veterans.

PRESIDENT'S COMMENTS

President Winkler spoke on the Board members' increasing adoption of technology, citing today's presentation by Treasurer Stone as an example.

ADJOURN

The meeting was adjourned at 2:14 p.m.

Joy Reed, Corporate Secretary
GRF Board of Directors
dfb: 8.20.15

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**BOARD OF DIRECTORS MEETING - GOLDEN RAIN FOUNDATION
September 4, 2015**

Call to Order

President Winkler called the regular monthly meeting of the Golden Rain Foundation (GRF) Board of Directors (BOD) to order at 1:00 p.m., on Friday, September 4, 2015, in Clubhouse Two.

Roll Call

The Corporate Secretary reported that Board members Blake, Snowden, Pratt, L. Stone, Reed, Hood, Wood, McGuigan, Doderio, Winkler, Damoci, Lukoff, Friedman, Bolton and Moore were present. Absent were Board members Greer, Rapp, and R. Stone. Executive Director Ankeny and Controller Miller were also present.

Pledge of Allegiance

Sandra Haney, Co-President of the Garden Club, led the Board in the Pledge of Allegiance.

Announcements/Service Award Presentation

The Committee meeting schedule is published in the *Golden Rain News*. All committee meetings are open to Shareholder/Foundation members.

The Security Chief, Jaime Guerrero, presented a service plaque and pin to:

Robert Ruman	Security Department	10 years of service
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President's Comments

The President advised that the last Amphitheatre show of the season will take place next Thursday evening, September 10, 2015, that access and safety are being increased at the entrance of the Health Care Center and that the 'flu clinic, sponsored by the Golden Age Foundation, is scheduled for Friday, October 9, 2015.

Shareholder/Member Comments

Nine shareholder/members spoke on various topics concerning the operations of the community.

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.

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 eight Committee meetings in July and August. The Committee minutes for these meetings were approved earlier this month by their respective Committees:

- Minutes of the Physical Property Committee Board Meeting of July 1, 2015
- Minutes of the Security, Bus & Traffic Committee Board Meeting of July 8, 2015
- Minutes of the Minutes of the Communications Committee Board Meeting of July 9, 2015
- Minutes of the Recreation Committee Board Meeting of July 13, 2015
- Minutes of the Physical Property Committee Special Board Meeting of July 16, 2015
- Minutes of the ADR Committee Board Meeting of July 20, 2015
- Minutes of the Finance Committee Board Meeting of July 21, 2015
- Minutes of the Finance Committee Special Board Meeting of August 3, 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, by general consent of the Board, as distributed.

The Committee Chairs are 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 July 28, 2015 Golden Rain Foundation Board meeting were approved, by general consent of the Board members present, as presented.

NEW BUSINESS

Finance Committee

Approve Auditing Firm

On March 30, 2015, letters were sent to fourteen (14) audit firms extending invitations to provide bids for financial audits and tax preparation for the years 2015-2017 for sixteen (16) Mutual Corporations and financial and 401(k) audits and tax preparation for the years 2015-2017 for the Golden Rain Foundation. Sealed bids were to be returned by April 30, 2015 to the Finance Committee. Two sealed bids were received by this deadline. An extension to the end of May 2015 was provided but no further bids were received.

At the Special Finance Committee meeting on August 3, 2015, the Committee reviewed the two bids and recommended NSBN, LLP to perform the annual audits and tax returns for 2015, 2016 and 2017.

Ms. Stone MOVED, seconded by Mrs. Damoci-

TO approve the selection of NSBN, LLP to perform the annual audits and tax returns for 2015, 2016 and 2017 and to authorize the President to sign the associated engagement letters.

Two Board members spoke on the motion.

The motion was carried unanimously by the Board members present.

Approve July Financials

The Controller provided a recap of the July financials.

Ms. Stone MOVED, seconded by Mr. Hood, and carried unanimously by the Board members present-

TO accept the July 2015 Financial reports for audit.

Treasurer's Presentation

Treasurer Stone made available a summation of the categories within the Golden Rain Foundation (GRF) Budget, including the Reserve fund and the Capital improvement fund.

Two areas of consideration will go to the next GRF Board meeting involving the amendment of Policy 5061-31, Fees. The GRF Board will be asked to approve amendments of how the membership fee is calculated and how the fee is allocated between the Capital Improvement fund and the Reserve fund.

Three Special Finance Committee meetings have been scheduled to accommodate the review of draft budgets: September 9 at 5:00 p.m., September 15 at 9:00 a.m. and September 17 at 1:00 p.m., all to be held in the Administration Conference Room.

Amend Policy 5061-31, Fees

The Finance Committee recommended a change in an operation rule; the proposed amendments to Policy 5061-31, Fees pertain to how the fee is calculated and where the resulting revenue is applied.

Ms. Stone MOVED, seconded by Mrs. Reed-

TO tentatively approve the amendment of Policy 5061-31, Fees, as attached in Exhibit A (provided in the Board agenda packet), effective January 1, 2016, pending a minimum 30-day notice to the membership and a final decision on October 27, 2015.

The motion was carried unanimously by the Board members present.

Amend Policy 2115-33, Distribution Business Services

The Finance Committee recommended a revision in the fees of the Distribution Business Services office for photocopying for Foundation members, clubs and Mutual corporations.

Mr. Friedman MOVED, seconded by Mr. Lukoff-

TO tentatively approve the amendment to Policy 2115-33, Distribution Business Services, as attached in Exhibit A (provided in the Board agenda packet), pending a minimum 30-day notice to the membership and a final decision on October 27, 2015.

Two Board members and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board members present.

Mutual Administration Committee

Non-budgeted Funding Request for Legal Opinion regarding Drafting a Policy on Pet, Service and Care Animals.

At its July 10, 2015 meeting, the Mutual Administration Committee reviewed concerns of the complexity in drafting policy to govern Pet, Service and Care animals within/upon Trust Property. At the July 21, 2015 meeting of the Finance Committee, the Committee approved non-budgeted funding, in the amount of \$5,000.00, cost center 30, Administration, for professional support and legal opinion in the drafting of the policy.

Mr. Hood MOVED, seconded by Ms. Snowden-

TO authorize the Executive Director and the Mutual Administration Director to contact counsel for professional support and legal opinion in the drafting of a Trust Property policy on Pet, Service and Care Animals, in an amount not to exceed \$5,000.00, cost center 30,

Administration. Draft policy is to be submitted to the Mutual Administration Committee for review and recommendation to the Board.

Three Board members and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board members present.

Physical Property Committee

Approve Replacement of Globe Continents

At the regular scheduled meeting of the Physical Properties Committee on August 5, 2015, the Committee reviewed the update on the Globe Renovation project. Per previous discussions, the continents on the Globe are non-repairable and require replacement.

The Physical Properties Department worked with 44 different vendors (exhibit provided in agenda packet) collecting information and quotes to replace the continents. The Committee, at its August 5, 2015 meeting, approved to recommend to the Board replacement of the continents and forwarded a funding request to the Finance Committee for the replacement of the continents, at a cost not to exceed \$180,000.00, from the capital improvement fund.

Mr. Lukoff MOVED, seconded by Mrs. Damoci-

TO approve the replacement of the continents on the Trust asset identified as the Globe and authorize the President to sign the applicable contracts, in an amount not to exceed \$180,000.00, funding through the Capital improvement fund. The Chairperson of the Physical Properties Committee shall authorize all expenditures through the contingency allowance.

Six Board members spoke on the motion.

Mr. Hood called the question, seconded by Mrs. Wood and the motion was carried unanimously by the Board members present.

The main motion was carried unanimously by the Board members present.

The President called for a 10 minute recess at 2:45 p.m.

Approve Replacement of Concrete by Library

At the regular scheduled meeting of the Physical Properties Committee on August 5, 2015, the Committee reviewed a clear and present need to replace an estimated 6,525 square feet of concrete located between Clubhouse Three and the Library.

At the regular scheduled meeting of the Finance Committee on August 18, 2015, the Finance Committee concurred that this Trust Asset should be placed into the GRF Schedule of reserves and moved and approved to recommend to the Board to approve placing this Trust asset in the GRF Reserves, in an amount of \$50,000.00 (\$45,682.00 estimated, per quotation from MJ Jurado, dated July 9, 2015 and contingency allowance of \$4,318.00), in accordance with Policy 5520-31, Reserves, for replacement in 2016.

Mr. McGuigan MOVED, seconded by Mr. Moore –

TO move to approve, in accordance with Policy 5520-31, Reserves, the placement of the Trust asset noted as 6,526 square feet of concrete walkway/patio, located adjacent Clubhouse 3 and the Library, into the GRF Reserves, in an amount not to exceed \$50,000.00 (\$45,682.00 estimated, per MJ Jurado quotation, dated July 9, 2015, and contingency allowance of \$4,318.00), for immediate replacement due to age and condition and authorize the President to sign the contract with MJ Jurado, dated July 9, 2015, in the amount of \$45,682.00, in accordance with Policy 5520-31, Reserves, for replacement in 2015. Contingency funds in the amount of \$4,318.00 are allocated to the project and require the Physical Properties Committee chairperson's approval, funding through Reserves.

One Board member spoke on the motion.

The motion was carried unanimously by the Board members present.

Security, Bus and Traffic Committee

Conceptual Approval to Amend Policy 1925-37, Traffic Rules and Regulations-Enforcement

At the regular scheduled meeting of the Security, Bus and Traffic Committee, on August 12, 2015, the Committee reviewed concerns on enforcement of Policy 1925-37, Traffic Rules and Regulations – Enforcement. The Committee noted current enforcement procedures have not substantially modified conduct in the violation of posted traffic and parking regulations and that the Golden Rain Foundation has the duty to enforce its policies upon Trust Property; stronger actions, as allotted by the Civil Code, may be required, including monetary fines.

The Committee seeks the conceptual approval of the Board to include a monetary fine schedule applicable to the violation.

Mr. McGuigan MOVED, seconded by Mrs. Dodero-

TO direct the Security, Bus and Traffic Committee to research, review and draft a proposed amendment to Policy 1925-37, Traffic Rules and Regulations – Enforcement, to include a monetary fine schedule; upon Committee review and due action at a duly posted and agenda meeting allowing for Shareholder/Member comment, the Chairperson of the Security, Bus and Traffic Committee shall bring to the Board such revised policy for due review and consideration.

Ten Board members and the Executive Director spoke on the motion.

The motion was carried with one no vote (Reed).

Board approval to send the Bylaws review to the Executive Committee.

A discussion was held at the Executive Session of the GRF BOD meeting on August 25, 2015, regarding bringing the Bylaws of the Golden Rain Foundation up to date to comply with Civil Code §1401.

Mr. Hood MOVED, seconded by Ms. Snowden –

TO assign the review and possible re-writing of the Golden Rain Foundation corporate Bylaws to the Executive Committee.

Four Board members and the Executive Director spoke on the motion.

The motion was carried with one no vote (Bolton).

CONTROLLER'S REPORT

The Controller's report was delivered during the business of the Financial Committee.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director's report was included as an attachment.

The Executive Director requested that the minutes reflect his official and public statement that great offense was taken by the comments directed at himself and staff, alluding to misuse of Foundation funds, made by a shareholder during the shareholder/members comments portion of the meeting. Further, the Executive Director invited any shareholder/member to review the receipts of the checkbook register and explained that the transition to use of a corporate debit card was for security purposes. Additionally, he thanked the Vice President and the Treasurer for their ongoing review and verification of Foundation expenditures.

The President endorsed the Executive Director's statements.

BOARD MEMBER COMMENTS

Fifteen Board members spoke on various topics pertaining to the operations of the community.

ADJOURNMENT

The meeting was adjourned at 3:52 p.m.

Joy Reed, Corporate Secretary
GRF Board of Directors
dfb



BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: 2016 OPERATING BUDGET AND CAPITAL PLAN
DATE: SEPTEMBER 22, 2015
CC: FILE

May 2015 commenced the 2016 budget planning process with staff compiling staffing, operational and capital needs for next year. Budgets for two new cost centers, Architectural Design and Review (ADRC) and Mutual Administration (MAC), were created as well. In July, staff presented the first run draft budgets to their respective Board committees. In August, Board committees performed a second review of their respective cost center budgets.

The Board committees performed their final review and made revisions, as necessary, at their September committee meetings. Upon committees' reviews of their sections of the budget, staff reviewed the budget in its entirety, reducing the draft budget by \$269,500. Prior to the Finance Committee meeting, held on September 15, 2015, staff further reduced the draft budget by \$311,875. At the September 15 meeting, the Finance Committee made an additional reduction of \$5,000.

In summary, extensive care was taken in developing the operating budget and capital planning for 2016. Please see Exhibit A for committee review status.

At the special Finance Committee meeting on September 7, 2015 and at the regular Finance Committee meeting on September 15, 2015, the Committee reviewed the 2016 budget for every cost center that makes up the Golden Rain Foundation budget. The Committee made adjustments as necessary and recommends Board approval of the revised budget. See Exhibit B for the 2016 operating budget and Exhibit C for the 2016 Capital Plan.

I move to recommend the GRF Board approve 2016 Golden Rain Foundation Operating Budget of \$11,430,436 or \$144.15 per apartment per month, an increase of \$4.32 per apartment per month over the 2015 operating budget and to approve the 2016 Capital Plan of \$142,735.

RESOLUTION/MOTION ACTION RECORD**092215 9.a.i.**

Resolution Type: Approve budget

Pertaining to: 2016 Operating Budget and Capital Plan

Duly adopted at a meeting of the Board of Directors held: **09.22.15**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

VOTE:

YES

NO

ABSTAIN

ABSENT

President Winkler

☐☐☐☐

Director Richard Stone

☐☐☐☐

Director Paul Pratt

☐☐☐☐

Director Paula Snowden

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Treasurer Linda Stone

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Secretary Joy Reed

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Director Phil Hood

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Director Mary Wood

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Director Kathleen Rapp

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Director Steven McGuigan

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Director Marjorie Dodero

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Director Mary Greer

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Vice President Carole Damoci

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Director Barry Lukoff

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Director Phil Friedman

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Director Tim Bolton

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Director Perry Moore

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ATTEST: _____ (Secretary) _____ (Date)

2016 GRF Budget Status
by Committee

Exhibit A

Committee	C/C	2015	2016	Variance	%	Notes
ADRC	ADR	0	7,340	7,340	-	FC acceptance 9/15
Committee	C/C	2015	2016	Variance	%	Notes
Communications	36	(142,272)	35,356	177,628	-124.9%	FC acceptance 9/15
Committee	C/C	2015	2016	Variance	%	Notes
Executive	20	313,896	296,650	(17,246)	-5.5%	FC acceptance 9/15
	22	26,149	25,316	(833)	-3.2%	FC acceptance 9/15
	29	27,330	33,191	5,861	21.4%	FC acceptance 9/15
	30	793,882	838,281	44,399	5.6%	FC acceptance 9/15
	Total	1,161,257	1,193,438	32,181	2.8%	
Committee	C/C	2015	2016	Variance	%	Notes
Finance	31	875,709	915,615	39,906	4.6%	FC acceptance 9/10
	32	251,904	249,841	(2,063)	-0.8%	FC acceptance 9/10
	39	(355,000)	(384,030)	(29,030)	8.2%	FC acceptance 9/10
	60	(564,000)	(564,000)	0	0.0%	FC acceptance 9/10
	65	1,000,000	900,000	(100,000)	-10.0%	FC acceptance 9/10
		1,208,613	1,117,426	(91,187)	-7.5%	
Committee	C/C	2015	2016	Variance	%	Notes
ITS	34	434,759	423,584	(11,175)	-2.6%	FC acceptance 9/10
Committee	C/C	2015	2016	Variance	%	Notes
MAC	MAC	0	563,395	563,395	-	FC acceptance 9/10
	33	724,680	236,628	(488,052)	-67.3%	FC acceptance 9/10
		724,680	800,023	75,343	10.4%	
Committee	C/C	2015	2016	Variance	%	Notes
Physical Properties	70	958,363	1,088,126	129,763	13.5%	FC acceptance 9/10
	74	1,393,451	1,307,921	(85,530)	-6.1%	FC acceptance 9/10
	79	462,309	460,949	(1,360)	-0.3%	FC acceptance 9/10
		2,814,123	2,856,996	42,873	1.5%	
Committee	C/C	2015	2016	Variance	%	Notes
Recreation	35	327,596	307,958	(19,638)	-6.0%	FC acceptance 9/15
	40	318,862	351,738	32,876	10.3%	FC acceptance 9/15
	45	225,770	218,366	(7,404)	-3.3%	FC acceptance 9/15
	46	210,245	212,828	2,583	1.2%	FC acceptance 9/15
	48	156,077	151,756	(4,321)	-2.8%	FC acceptance 9/15
	49	1,006,538	1,108,210	101,672	10.1%	FC acceptance 9/15
	51	43,868	41,874	(1,994)	-4.5%	FC acceptance 9/15
	52	45,650	47,701	2,051	4.5%	FC acceptance 9/15
	53	46,280	47,241	961	2.1%	FC acceptance 9/15
	54	48,125	47,921	(204)	-0.4%	FC acceptance 9/15
	55	17,045	19,470	2,425	14.2%	FC acceptance 9/15
	56	136,215	140,359	4,144	3.0%	FC acceptance 9/15
		2,582,271	2,695,421	113,150	4.4%	
Committee	C/C	2015	2016	Variance	%	Notes
Security, Bus, Traffic	37	1,577,633	1,607,590	29,957	1.9%	FC Acceptance 9/10
	38	726,634	693,262	(33,372)	-4.6%	FC Acceptance 9/10
		2,304,267	2,300,852	(3,415)	-0.1%	
Totals		\$11,087,698	\$11,430,436	\$342,738	3.1%	
Annual		923,975	952,536	28,561		
Month		\$139.83	\$144.15	\$4.32		

Golden Rain Foundation 2016 Operating Budget

	2016	2015	Change
A. Salaries, Wages & Commissions	\$ 7,578,637	\$ 7,437,338	\$ 141,299
Payroll Taxes	623,452	614,690	8,762
Workers' Compensation	572,778	571,711	1,067
Insurance	874,860	777,237	97,623
Retirement	156,359	175,646	(19,287)
Total Salaries, Wages & Benefits	\$ 9,806,086	\$ 9,576,622	\$ 229,464
B. Community Entertainment	270,519	241,875	28,644
Election Expense	59,537	55,000	4,537
Insurance	516,716	462,250	54,466
Maintenance	1,879,383	1,763,658	115,725
Miscellaneous Operating Expenses	796,272	825,802	(29,530)
Newspaper	357,580	273,700	83,880
Professional Fees	349,966	275,434	74,532
Reserves	900,000	1,000,000	(100,000)
Utilities	473,407	475,368	(1,961)
Total Operating Expenses	5,603,380	5,373,087	230,293
C. SRO Labor Recovery	1,448,420	1,287,960	160,460
Rental Income - Onsite Sales	389,100	355,000	34,100
Rental Income - Health Care Center	564,000	564,000	-
Rental Income - Other	32,778	32,778	-
Newspaper	924,701	1,011,250	(86,549)
Other Income	620,031	611,023	9,008
	3,979,030	3,862,011	117,019
Total Budget	\$ 11,430,436	\$ 11,087,698	342,738
Per Apartment Per Month	\$ 144.15	\$ 139.83	\$ 4.32

2016 Capital Planning

Department	CC	Item	Cost	Total
Purchasing	32	Pallet Racking / Update Lighting	3,000	3,000
ITS	34	Surveillance Cameras	13,000	13,000
Security	37	Paychex Time Clocks (2) Repeater, hardware, license & programming Sound Proofing Panels @ Main Gate Lobby	5,200 5,000 2,000	12,200
Recreation	40 45 45 46	Special Events Trailer & Equipment 18 4 x 8 Portable Stage Risers with Carts Movie Projector & DVD Player Engineering and architectural design for pool area	6,900 13,635 26,000 25,000	71,535
Physical Properties	70	Workstations (3) Inspector Vehicle (1)	13,000 10,000	23,000
Service Maintenance	74	Maintenance Vehicles (2)	20,000	20,000
Total			142,735	142,735

Estimated Beg Bal 1/1/2016**505,000**

Monthly Membership fee x 18 months

2,597

Allocation (50%) to Capital Fund (Policy 5061-33)

1,299

Projected Memberships (680)

883,320**Projected Available Funds****1,388,320**

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Controller's Financial Recap – August 2015

As of the eight-month period ended August 2015, the financial reports indicate that GRF is in a favorable financial position with a surplus of \$397,674.

Major variances are:

Salaries & Wages	117,916	Hours worked are below budget for various cost centers, mainly CC74.
Temporary Agency Fees	(43,279)	Temps used to fill key vacant positions
Employment Taxes & Benefits	174,816	Workers Comp \$118K due to 2014 refund of \$60K plus a reduction in premiums as of Aug; 401K ER match & Grp Ins. \$43K
Facilities Rentals & Maintenance	63,321	\$16K - Landscape contracts \$18K - Landscape extras \$27K – Computer Maintenance
Rental Income	73,038	Resales office
SRO Labor Cost Recovery	113,286	Actual labor exceeded budget
News Advertising Income	(100,014)	(\$32K) – Telephone book advertising (\$66K) – Display advertising

Reserve & Capital Expenditures

Projects	Approved	YTD Expenditures	Commitments
Projects From Reserves	\$1,576,646	235,097	339,231
Capital Improvement Projects from 2014	1,805,037	922,357	614,765
Capital Improvement Projects – 2015	274,307	103,206	0

P.O. Box 2069
Seal Beach CA 90740

Description			
	Current Assets:		
1122000	Cash & cash equivalents	380,017	
	Non-Restricted Funds	213,357	
	Receivables	596,598	
	Prepaid expenses	194,989	
	Inventory of maintenance supplies	<u>465,764</u>	
	Total Current Assets		1,850,725
	Designated deposits		
1211000	Contingency Operating Fund	697,674	
	Reserve Fund	5,910,394	
1212500	Capital Improvement Fund	1,304,374	
1213000	Liability Deductible & Hazard Fund	<u>200,000</u>	
	Total designated deposits		8,112,442
	Notes Receivable		
1411000	Notes Receivable	<u>4,360</u>	
	Total Notes Receivable		4,360
	Fixed Assets		
	Land, Building, Furniture & Equipment	30,727,581	
	Less: Accumulated Dep'n	<u>(20,499,111)</u>	
	Net Fixed Assets		10,228,470
	Other Assets		
	Premium on Municipal Bonds		<u>15,669</u>
	Total Assets		<u><u>20,211,667</u></u>

P.O. Box 2069
Seal Beach CA 90740

Description		
Liabilities & Stockholders Equity		
Current Liabilities:		
Accounts payable	478,537	
Project Commitments	953,996	
Accrued payroll & payroll taxes	621,798	
Accrued expenses	332,832	
Accrued property taxes	136,114	
Total Current Liabilities	2,523,277	
Total Liabilities		2,523,277
Stockholders' Equity		
Mutuals' Beneficial Interest		
3211000 Contingency Operating Reserve Equity	697,674	
3212000 Reserve Equity	5,571,163	
3213000 Equity in Capital Improvement Fund	689,610	
3310000 Beneficial Interest in Trust	4,587,371	
Total Mutuals' Beneficial Interest		11,545,818
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	(330,579)	
Total Excess Income		(330,579)
Net Stockholders' Equity		17,688,390
Total Liabilities & Stockholders' Equity		20,211,667

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

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Committed Funds	Liability Insurance Fund	Other Restricted	Nonrestricted Funds	Total
Balance 7/31/2015	697,674	5,790,956	1,296,973	(0)	200,000	-	248,768	8,234,370
Funded: Assessments		83,333						83,333
Funded: Membership Fees collected (61)		33,778	68,580					102,358
Funded: M17 Lease Fees collected		-	-					-
Funded: Interest on Funds		2,266						2,266
Progress Payments on CIP								-
Expenditures		61	(61,179)					(61,118)
Commitments								-
Replenish funds for Donated Assets								-
Net Monthly Claims								-
Disbursement to Mutuals								-
Transfers between funds								-
Interest Income Allocation								-
Net Monthly Activity						-	(35,410)	(35,410)
Balance 8/31/2015	697,674	5,910,394	1,304,374	(0)	200,000	-	213,357	8,325,799
Net Activity	-	119,438	7,401	-	-	-	(35,410)	91,429

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

SELECTED BALANCE SHEET ITEMS

	Current Balance	Prior Month	Increase (Decrease)
Cash In Bank	380,017	293,647	86,370
Current Assets	9,963,167	9,901,260	61,907
Current Liabilities	2,523,277	2,560,982	(37,705)
Current Ratio	3.95	3.87	
Designated Deposits:	8,325,799	8,234,371	91,428
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	1,271,234	1,242,719	28,515	2.29
Expense	1,303,363	1,275,440	(27,923)	(2.19)
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	(32,129)	(32,721)	592	
Year To Date	Actual	Budget	Variance	%
Income	10,156,311	10,021,749	134,562	1.34
Expense	9,877,895	10,141,006	263,111	2.59
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	278,416	(119,257)	397,673	

Full Time Equivalents		
For the Month	Average YTD	Planned - 2015
155.06	152.29	154.28

2015 Reserve Expenditures

Center	Description	Budget Amount	Additional Approved	Total Approved				Remaining Balance	Labor	Variance
					Jan-July	Aug	Total			
30	Replace blinds in Admin. Building- 1st Floor (712-14)	-	3,372.00	3,372	3,610.88		3,610.88	(238.88)		(238.88)
34	St. Andrews & North Gate Server Replacements (Incl. 10% contingency)	3,300		3,300	-		0.00	3,300.00		3,300.00
34	Server Rack Cabinet UPS Backup Power Unit (Incl. 10% contingency)	3,300		3,300	-		0.00	3,300.00		3,300.00
34	Replace Wireless Access Points at Clubhouses (Incl. 10% contingency)	8,800		8,800	-		0.00	8,800.00		8,800.00
35	Reupholster Furniture	4,500		4,500	4,300.16		4,300.16	199.84		199.84
45	Replace Rigging Amphitheater Stage (727-15) (Completed)	25,000	3,159	28,159	25,599.00		25,599.00	2,560.00		2,560.00
45	Paint Amphitheater (728-15)	6,000	1,450	7,450	6,705.00		6,705.00	745.00		745.00
45	Refinish Flooring- Amphitheater (729-15) (Completed)	8,000	4,865	12,865	12,865.00		12,865.00	0.00		0.00
48	Replace Hot Tub Cover	2,500		2,500	1,887.04		1,887.04	612.96		612.96
51	BBQ Replacement	3,500	(137)	3,363	3,323.50		3,323.50	39.50	312.00	(272.50)
51	25 Long Tables	2,500	(163)	2,337	2,337.19		2,337.19	(0.19)	230.75	(230.94)
51	30 Card Tables	2,500	(157)	2,343	2,658.02		2,658.02	(315.02)	195.00	(510.02)
51	40 Arm Chairs	6,000	65	6,065	6,057.94		6,057.94	7.06	117.00	(109.94)
51	Holiday Tree (1)	-	550	550	547.18		547.18	2.82		2.82
52	2 Portable Microphone Systems	4,000		4,000	2,777.76		2,777.76	1,222.24		1,222.24
52	40 Arm Chairs	6,000	65	6,065	6,057.94		6,057.94	7.06	58.50	(51.44)
52	Holiday Tree (1)	-	550	550	547.18		547.18	2.82		2.82
53	4 Portable Microphone Systems	8,000		8,000	5,555.52		5,555.52	2,444.48		2,444.48
53	40 Arm Chairs	6,000	66	6,066	6,057.94		6,057.94	8.06	117.00	(108.94)
53	Holiday Tree (1)	-	550	550	547.18		547.18	2.82		2.82
54	30 Round Tables, 60" diameter	5,000	(1,159)	3,841	3,841.11		3,841.11	(0.11)		(0.11)
54	2 Portable Microphone Systems	4,000		4,000	2,777.76		2,777.76	1,222.24		1,222.24
54	40 Arm Chairs	6,000	65	6,065	6,057.93		6,057.93	7.07	117.00	(109.93)
54	Recover Partitions	6,000		6,000	-		0.00	6,000.00		6,000.00
54	New Kitchen Floor (3366-15P) (Completed)	4,500		4,500	3,900.00		3,900.00	600.00		600.00
54	Emergency Generator	2,500		2,500	-		0.00	2,500.00		2,500.00
54	Holiday Tree (1)	-	550	550	547.18		547.18	2.82		2.82
55	New Bathroom Flooring by Café (3370-15P) (Completed)	2,500		2,500	2,340.61		2,340.61	159.39		159.39
56	1 Portable Microphone Systems	2,500		2,500	1,388.88		1,388.88	1,111.12		1,111.12
56	40 Arm Chairs	6,000	65	6,065	6,057.93		6,057.93	7.07	117.00	(109.93)
56	Holiday Tree (1)	-	1,099	1,099	1,094.33		1,094.33	4.67		4.67
74	Remodel Service Mtn Ofc (lights, paint, carpet, work stations) (726-14)	17,000	4,404	21,404	20,985.64	(60.60)	20,925.04	478.96	5,008.25	(4,529.29)
74	Remodel Service Mtn Ofc (Break Room Flooring) (726-14)	-	6,589	6,589	-		0.00	6,589.00		6,589.00
79	Street resurfacing, St. Andrews Drive	760,000		760,000	-		0.00	760,000.00		760,000.00
79	56 Trees Replaces in street medians	125,000		125,000	-		0.00	125,000.00		125,000.00
79	Main Gate Beautification - Globe (730-15B)	50,000	113,270	163,270	63,000.00		63,000.00	100,270.00		100,270.00
79	Perimeter wall sections B (591-01B-B)	-	350,000	350,000	31,731.80		31,731.80	318,268.20		318,268.20
Total Planned Reserve Expenditures		1,090,900	489,118	1,580,018	235,157.60	(60.60)	235,097.00	1,344,921.00	6,272.50	1,338,648.50

Capital Improvement Fund Carryover from 2014

Center	Description	Budget Amount	Additional Approved	Total Approved	Authorized By	Authorized Date	EXPENDITURES			Remaining Balance	Labor	Variance
							Jan-July	Aug	Total			
30	Admin. Building Remodel 2014 (Lighting) (ARB2014)	1,000		1,000			-		0.00	1,000.00	117.00	883.00
32	Barcode label printer	1,000		1,000			-		0.00	1,000.00		1,000.00
34	Surveillance Camera Expansion	1,000		1,000			1,379.65		1,379.65	(379.65)	522.00	(901.65)
34	Jenark System	53,571	(11,571)	42,000	BOD	7/28/2015	(23,411.50)	21,175.00	(2,236.50)	44,236.50		44,236.50
37	Automated Pedestrian Gate	15,000		15,000			-		0.00	15,000.00		15,000.00
37	4 Visitor Admissions Printers	4,000		4,000			-		0.00	4,000.00		4,000.00
37	Portable security cameras for outdoor use	558		558			408.79		408.79	149.21		149.21
79	Resales Office Remodel (725-14)	70,000		70,000			33,142.45		33,142.45	36,857.55	13,708.50	23,149.05
79	Perimeter wall sections R (591-01B-R) (Completed)	10,156		10,156			9,910.00		9,910.00	246.00		246.00
79	Perimeter wall sections A (591-01B-A) (Completed)	341,850		341,850			349,344.00		349,344.00	(7,494.00)		(7,494.00)
79	Perimeter wall sections J & K (591-01B-JK)	702,900		702,900			69,075.75		69,075.75	633,824.25		633,824.25
79	Westminster Wall Section L & M/ Engineering (668-11B)	23,475		23,475			-		0.00	23,475.00		23,475.00
79	Landscape Improve. - Canoe Brook/El Dorado (713-14) (Completed)	26,777		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			80,750.00		80,750.00	0.00		0.00
79	St. Andrews Improvement @ Tam O'Shanter (721-14) (Completed)	59,463		59,463			49,400.00		49,400.00	10,063.00		10,063.00
79	Street Painting (708-14-PS) (Completed)	56,494		56,494			58,494.00		58,494.00	(2,000.00)		(2,000.00)
79	St. Andrews Gate Improvements (723-14)	50,000		50,000			-	8,370.00	8,370.00	41,630.00		41,630.00
79	Del Monte Drive Removal & Replacement (722-14) (Completed)	154,234		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			4,380.00		4,380.00	0.00		0.00
79	Pharmacy Pedestrian Circulation and Ramp Design (710-14)	50,000		50,000			43,758.16		43,758.16	6,241.84		6,241.84
79	Re-Roofing Community Facilities Buildings - CH1 (711-14)	90,000		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		15,000			6,850.00		6,850.00	8,150.00		8,150.00
79	Paint Exterior Resales Building (718-14)	5,000		5,000			3,165.00		3,165.00	1,835.00		1,835.00
Total Planned Capital Acquisitions		1,816,608	(11,571)	1,805,037			892,812.16	29,545.00	922,357.16	882,679.84	14,347.50	868,332.34

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	Originally Approved	Additional Approved	Total Approved	Authorized By	Authorized Date	EXPENDITURES			Remaining Balance	Labor	Variance
							Jan-July	Aug	Total			
22	Back Hoe attachment	15,000	(15,000)	-	EC	5/12/2015	-		0.00	0.00		0.00
22	Front-End Loader with Backhoe or Bobcat (Pre-owned)	-	-	-	EC	5/12/2015	-		0.00	0.00		0.00
22	Water storage, pump and hose	5,000		5,000			-		0.00	5,000.00		5,000.00
22	Evacuation chairs (2)	4,000	-	4,000	EC	4/14/2015	3,358.80		3,358.80	641.20	136.50	504.70
33	Caregiver pass printer	3,000	(500)	2,500	EC	4/14/2015	-		0.00	2,500.00		2,500.00
34	Credit Card POS Solutions	5,500	(4,502)	998	ITSC	3/10/2015	1,077.84		1,077.84	(79.84)		(79.84)
34	Second Server/Rm Mods (Second Server Rm System)	63,800	(3,800)	60,000	BOD	5/26/2015	28,035.86	18,971.79	47,007.65	12,992.35		12,992.35
34	Main Server Room Modifications (734-15 - Server Room Mods)	6,600	-	6,600	ITSC	3/10/2015	4,801.81	147.50	4,949.31	1,650.69		1,650.69
34	CH4 Technology Enhancements	44,000		44,000			-		0.00	44,000.00		44,000.00
34	Visual Display Solutions	22,000		22,000			-		0.00	22,000.00		22,000.00
36	Backup Server - Macintosh	9,663	2,019	11,682	BOD	2/24/2015	11,717.08		11,717.08	(35.08)		(35.08)
36	Dell Workstation Monitors	1,416	-	1,416	BOD	2/24/2015	1,397.27		1,397.27	18.73		18.73
37	Radar Trailer	9,000	(1,230)	7,770	SBT	3/11/2015	8,391.60		8,391.60	(621.60)		(621.60)
37	Patrol Car Security Cameras	3,000	(140)	2,860	SBT	4/8/2015	2,807.55		2,807.55	52.45		52.45
37	Security Camera Monitors	3,000	(1,000)	2,000	SBT	7/8/2015	156.44	917.14	1,073.58	926.42		926.42
37	Security Lobby Safety Panels	-	8,095	8,095	SBT	7/8/2015	-		0.00	8,095.00		8,095.00
38	Swing out Stop Signs for Buses (Cancelled)	13,000	(13,000)	-	BOD	7/28/2015	-		0.00	0.00		0.00
38	In Bus Cameras	12,000	4,086	16,086	BOD	4/28/2015	-	9,697.38	9,697.38	6,388.62		6,388.62
38	Bus Backup Proximity Sensors	3,000	859	3,859	SBT	4/8/2015	-		0.00	3,859.00		3,859.00
40	Additional Sand Trap	4,000		4,000			-		0.00	4,000.00		4,000.00
51	BBQ Area Wind Wall & Electrical Line (737-15A)	5,000	(3,100)	1,900	RC	5/11/2015	-	1,900.00	1,900.00	0.00		0.00
54	Conference Room Mic System	12,000	(3,459)	8,541	RC	3/9/2015	8,840.06		8,840.06	(299.06)		(299.06)
56	Ballet Barre	2,000		2,000	RC	3/9/2015	987.44		987.44	1,012.56		1,012.56
79	ADA Improvement Main Parking Lot	-	59,000	59,000	BOD	5/24/2015	-		0.00	59,000.00		59,000.00
							-		0.00	0.00		0.00
Total Planned Capital Acquisitions		245,979	28,328	274,307			71,571.75	31,633.81	103,205.56	171,101.44	136.50	170,964.94

YTD Collected and Allocated Membership Fees: **444,849**



BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTIES COMMITTEE
SUBJECT: NEWS OFFICE RECONFIGURATION - CUBICLES
DATE: SEPTEMBER 11, 2015
CC: FILE

At the September 3, 2015 regular scheduled meeting of the Physical Properties Committee (PPC), the Committee reviewed a request for the reconfiguration of the GRF News offices. This request was based upon the ability to free available space within Trust property and to establish a cohesive work environment for the staff of the News. The recommendation was to configure the first floor of the News building similar to the format utilized in the Service Maintenance office using modular cubicles. This reconfiguration and modernization of the office would allow all staff members to be located on the first floor and make available the second floor for alternative usage. This reconfiguration and modernization of the office would include replacement of carpet on the first floor and stairs, in an amount not to exceed \$13,115, and the purchase of six modular work stations and one reception work station, in an amount not to exceed \$20,000. The PPC unanimously agreed to forward this request to the Finance Committee for possible funding.

At a special meeting of the Finance Committee on September 9, 2015, the Committee approved to recommend the Board to purchase six modular cubicle work stations and one reception work station, in an amount not to exceed \$20,000, from 2015 Capital Funds (see Exhibit A).

I move to purchase of six modular cubicle work stations and one reception work station for the first floor of the News building, in the amount of \$14,377.14, from 2015 Capital Funds and to authorize the President to sign all needed contracts.

RESOLUTION/MOTION ACTION RECORD**092215 9.b.i.**

Resolution Type: Approve purchase

Pertaining to: Workstations for News Building

Duly adopted at a meeting of the Board of Directors held: **09.22.15**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<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"/>
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 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"/>
Vice President Carole Damoci	<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 Phil 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)



3105 WEST ALPINE
SANTA ANA, CA 92704
(714) 557-4884

GOLDEN RAIN FOUNDATION
1280 GOLDEN RAIN RD.
SEAL BEACH, CA 90740

CONTACT: MARK WEAVER
PHONE: (562) 431-6586
FAX:
E-MAIL: MARKW@LWSB.COM

GOLDEN RAIN - NEWS ROOM AREA WORKSTATIONS - REVISED 09/11/2015

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
	SYSTEMS FURNITURE WORKSTATIONS PER PLAN		
7	L & U-SHAPED DESK WORKSTATION SETUPS PER PLAN WITH 47H AND 67H PARTITIONS INCLUDING BOX/BOX/FILE AND FILE/FILE PEDESTALS PLUS COUNTER AREA, 42" WIDE 2-DRAWER LATERAL FILE AND 48" WIDE OVERHEAD FOR RECEPTION STATION ASSEMBLY & INSTALLATION INCLUDED IN PRICE FABRICS & FINISHES: TBD	\$ 1,698.75	\$ 11,891.25
2	72 X 24 SURFACE AREAS PER PLAN INCLUDING SUPPORTS & HARDWARE FOR PRINTERS/SUPPLIES ASSEMBLY & INSTALLATION INCLUDED IN PRICE FABRICS & FINISHES: TBD	\$ 397.96	\$ 795.92

Total extended net price:	\$ 12,687.17
Freight & Delivery:	\$ 625.00
Tax: 8.00%	\$ 1,064.97
TOTAL:	\$ 14,377.14

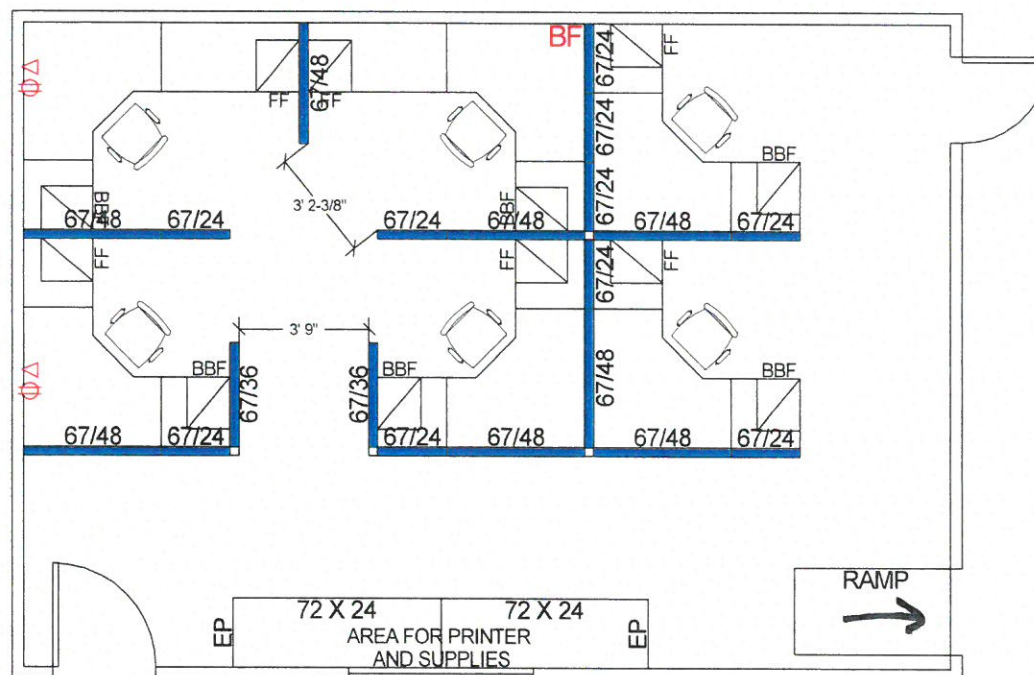
50% deposit required on all orders. All orders final.

Authorized by: _____ Date: _____
signature

GOLDENRAIN_NEWSOFFICE_SUMMARY_091415.xls
Page 1
9/14/2015

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
----------	---------------------	----------	--------------

print name



Furniture Plan For:

GOLDEN RAIN FOUNDATION NEWS OFFICE

DATE: SEPTEMBER 8, 2015

DRAWN BY: MIKE LEE

SCALE: 3/16" = 1'

JOB NO. : GOLDENRAIN_NEWSOFFICE_090815.SKF

APPROVED BY:

DATE:



Talimar Systems

3105 W Alpine St.
Santa Ana, CA 92704

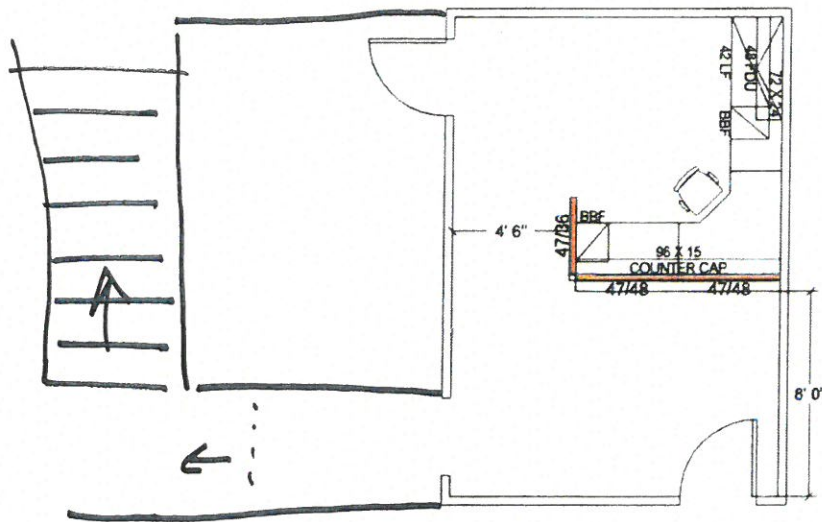
800.776.7650

714.557.4884

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mike@talimarsystems.com

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Furniture Plan For:

GOLDEN RAIN FOUNDATION RECEPTION AREA

DATE: SEPTEMBER 14, 2015

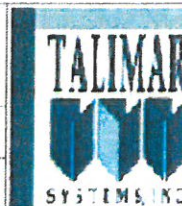
DRAWN BY: MIKE LEE

SCALE: 3/16" = 1'

JOB NO. : GOLDENRAIN_RECEPTIONAREA_091415.SKF

APPROVED BY:

DATE:



Talimar Systems

3105 W Alpine St.

Santa Ana, CA 92704

800.776.7650

714.557.4884

714.557.6107 Fax

mike@talimarsystems.com

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Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTIES COMMITTEE
SUBJECT: NEWS OFFICE RECONFIGURATION – CARPET FIRST FLOOR
DATE: SEPTEMBER 11, 2015
CC: FILE

At the September 3, 2015 regular scheduled meeting of the Physical Properties Committee, the Committee reviewed a request for the reconfiguration of the GRF News offices. This request was based upon the ability to free up available space within Trust property and to establish a cohesive work environment for the staff of the News. The recommendation was to configure the first floor of the News building similar to the format utilized in the Service Maintenance office using modular cubicles. This reconfiguration and modernization of the office would allow all staff members to be located on the first floor and free up the second floor for possible alternative usage. This reconfiguration and modernization of the office would include replacement of carpet on the first floor and stairs, in an amount not to exceed \$13,115. The PPC unanimously agreed to forward this request to the Finance Committee for possible funding.

At a special meeting of the Finance Committee on September 9, 2015 the Committee approved to recommend the Board accelerate a Reserve expenditure to replace carpeting on the first floor and stairs of the News Building, in an amount not to exceed \$13,115 (see Exhibit A).

I move to accelerate Reserve expenditures to replace carpeting on the first floor and stairs of the News Building, in an amount not to exceed \$13,115 and to authorize the President to sign all needed contracts.

RESOLUTION/MOTION ACTION RECORD**092215 9.b.ii.**

Resolution Type: Approve purchase

Pertaining to: Carpeting for News Building

Duly adopted at a meeting of the Board of Directors held: **09.22.15**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<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"/>
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 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 Doderer	<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"/>
Vice President Carole Damoci	<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 Phil 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)

EXHIBIT A

COMPONENT INVENTORY GOLDEN RAIN FOUNDATION

threshold = 2,500

AS OF: 1/1/2015

CATEGORY / COMPONENT	ID#	APPROXIMATE QUANTITY	LIFE IN YRS		CURRENT COST	ANNUAL DEPRE	RESERVES			MONTHLY CONTRIBUTION	
			USEFUL	REMAIN			ACTUAL	REQUIRED	SURPLUS/ (DEFICIT)	CURRENT	RECOMMEND
FLOORING											
carpeting	0701	270 sq yds	8	3	8,650 ⁴	1,081	3,384	5,406	(2,022)	79.37	80.17
vinyl-squares	0702	1,500 sq ft	30	5	4,500 ⁴	150	2,348	3,750	(1,402)	55.06	55.61
hardwood (stage)-replace	0703	3,000 sq ft	30	15	52,500 ⁴	1,750	16,433	26,250	(9,817)	385.42	389.27
hardwood (stage)-refinish	0704	3,000 sq ft	5	2	11,250 ¹	2,250	4,226	6,750	(2,524)	99.11	100.10
RECREATION FACILITIES											
furnishings-theater club	0801	1 theater club	15	5	5,150 ¹	343	2,149	3,433	(1,284)	50.41	50.91
theater-bleachers	0802	5,000 lin ft	30	23	73,350 ⁴	2,445	10,714	17,115	(6,401)	251.29	253.81
theater-lighting	0803	allowance	30	5	60,000 ²	2,000	31,301	50,000	(18,699)	734.13	741.47
theater-rigging	0804	allowance	30	15	100,000 ²	3,333	31,301	50,000	(18,699)	734.13	741.47
theater-sound	0805	allowance	20	10	20,000 ²	1,000	6,260	10,000	(3,740)	146.83	148.29
theater-drapery	0806	1 set	30	15	20,000 ²	667	6,260	10,000	(3,740)	146.83	148.29
furnishings-sound stage	0807	1 sound stage	15	5	67,600 ²	4,507	28,213	45,067	(16,854)	661.70	668.32
furnishings-emergency operation	0808	1 center	15	5	5,500 ¹	367	2,296	3,667	(1,371)	53.84	54.38
furnishings-amateur radio room	0809	1 room	15	5	2,500 ¹	167	1,044	1,667	(623)	24.48	24.72
radio equipment	0810	allowance	10	5	7,000 ²	700	2,191	3,500	(1,309)	51.39	51.90
furnishings-advertising/production	0811	1 room	15	5	43,450 ¹	2,897	18,134	28,967	(10,833)	425.31	429.57
furnishings-dark room	0812	1 dark room	15	5	9,700 ¹	647	4,048	6,467	(2,419)	94.95	95.90
photography equipment	0813	allowance	10	5	7,000 ²	700	2,191	3,500	(1,309)	51.39	51.90
amphitheater offices	0814	1 multi office area	15	5	10,500 ¹	700	4,382	7,000	(2,618)	102.78	103.81
picnic tables	0815	4 picnic tables	20	10	3,000 ⁴	150	939	1,500	(561)	22.02	22.24
benches	0816	operating budget	n/a	n/a	0	0	0	0	0	0.00	0.00
restroom remodel	0817	4 restrooms	30	5	100,000 ⁴	3,333	52,168	83,333	(31,165)	1,223.55	1,235.78
MISCELLANEOUS											
fire extinguishers	0901	operating budget	n/a	n/a	0	0	0	0	0	0.00	0.00
pianos	0902	2 pianos	30	15	25,000 ²	833	7,825	12,500	(4,675)	183.53	185.37
directory boards	0903	operating budget	n/a	n/a	0	0	0	0	0	0.00	0.00

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BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: HOLIDAY DECORATIONS
DATE: SEPTEMBER 15, 2015
CC: FILE

The Recreation Committee has reviewed replacement options of the existing Holiday Decorations. The current decoration have been in continuous use for the past ten years and have outlived their useful life. At the request of the Recreation Committee, the holiday decorations were sent to the A.D.R.C. Sub-Committee for review and to provide additional options.

After review of the available options for purchasing or renting, it was the recommendation of the Recreation Committee at their meeting on September 14, 2015 to proceed with the one year rental option from Southern California Lighting, in an amount not to exceed \$15,000, and to forward a proposal to the Finance Committee to secure funding in the amount of \$15,000 for the rental of holiday decorations.

At its September 15, 2015 meeting, the Finance Committee approved non-budgeted Operational funding, from Cost Center 40, Recreation, for the rental for the 2015 Holiday period, not to exceed \$15,000, for one year only, pending a contractual agreement. (See Exhibit A).

I move that the Board approve the contract with Southern California Lighting for the rental of holiday decorations for the 2015 Holiday period, for an amount not to exceed \$15,000, with funds from Cost Center 40, Recreation, and authorize the President to sign the contract only after review of all contract Terms and Conditions to the satisfaction of the Recreation Chair and Finance Chair.

RESOLUTION/MOTION ACTION RECORD

092215 9.c.i.

Resolution Type: Approve contract

Pertaining to: Holiday decorations

Duly adopted at a meeting of the Board of Directors held: **09.22.15**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<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"/>
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 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"/>
Vice President Carole Damoci	<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 Phil 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)



Information Guide for the Holiday Lighting Bid

Holiday Tree Lighting & Décor:

6" & 8" Ornaments – commercial grade – UV protected – Shatter Proof – Matte finish, Shiny finish – Red & Green
Medium Fill or ornaments, ribbon, and lights (see example – ribbon not shown)

We understand that there are several sections of lights out on the customer
Supplied tree. We will fill in any gaps of light with new lighting.

If the lighting is too far beyond repair we can supply an estimate to re-wrap the
Tree with all new lights.



Building Perimeter Lighting:

Our perimeter lighting used is C9 LED 5 diode LED lighting. We are one of the
Few decorating companies that has access and uses magnetic strands
To attach the lights to your buildings (when applicable) this is a
Non Invasive installation process.

The lights are strung with 12" spacing and wired on commercial grade line.

Palm Tree Wraps

Palm tree lighting on this estimate has been priced out w/ 4" spacing – we will be wrapping up the truck approx. 15'
high. If Leisure World would like to wrap the trees to the base of the fronds or any higher we can accommodate at a small
additional fee.



Garland Sprays:

Garland Spray Example – most of them come non decorated but If you would like a décor package we can add
Ornaments to enhance the look.

Wreaths

Our wreaths that we have proposed are both 48" and 60" – these are the wreaths we carry in stock for all
HOA properties, mostly installed on gates and buildings. In the estimate there is a request for a 72" wreath.
We can install a 72" wreath for \$200 extra.

Our Wreaths are fully decorated and come with a large red bow.

Thanks for taking the time to evaluate our estimate. We would love to work with your community. We are a family owned
business small enough to communicate on a personal level with the owner and management but large enough to provide
professional quality work and all the insurances and licenses needed to complete a project with your scope of work. We pride
ourselves in going above and beyond the call of duty.

If there is anything we can modify in order to earn your business please let us know and we can work it out with you and your
staff.

We have 11 years of experience in this specific and growing, we have been so successful do to adaptation to client needs,
customer service, and competitive pricing.

Thanks again!

Mathew Kronquist - Owner – 951-402-2000(office) – 951-454-9777(cell)

Southern California Lighting

ESTIMATE For Rental

Po Box 2337
 Sun City, CA 92586
 Phone: (951)402-2000 Fax (951)402-2001
 Email: matkronquist@gmail.com

Bill To:
 Leisure World

13533 Seal Beach Blvd
 Seal Beach, CA 90740
 562-314-7773
 walldecor@thegrld.net

DATE:	21-Aug
INVOICE #	554
Work Date:	TBD
Arrival Time	TBD

DESCRIPTION	QTY	PRICE	TOTAL
Commerical Grade (Only)			
waterproof, not easily broken, stores well, can be repaired or replaced, color(red/green/white)			
Holiday Tree (customer owned tree)			
repair lights + décor package to include (Ornaments, Ribbon, Topper, Garland)	1	\$ 4,895.00	\$ 4,895.00
Presents under tree (fiberglass, all weather)	6	\$ 250.00	\$ 1,500.00
Tree Lighting Switch + staff during ceremony to ensure workability & Guidance	1	\$ 600.00	\$ 600.00
Club House #6			
palm tree lighting approx. 15' high. Base wrapped	4	\$ 150.00	\$ 600.00
top of the building outlined with lights	440	\$ 3.00	\$ 1,320.00
60" lit wreath w/ décor package and large red bow	1	\$ 250.00	\$ 250.00
Goldern Rain Drive Banners			
16 Banners that will fit pre existing holders (30"x60") full color - custom design	16	\$ 100.00	\$ 1,600.00
Club House #5			
48" lit wreath w/ décor package and large bow	1	\$ 175.00	\$ 175.00
palm tree lighting approx. 15' high. Base wrapped	2	\$ 150.00	\$ 300.00
Administrative Building			
top of the building outlined with lights	180	\$ 3.00	\$ 540.00
36" garland sprays	8	\$ 150.00	\$ 1,200.00
60" lit wreath w/ décor package and large red bow	1	\$ 250.00	\$ 250.00
Health Care Building			
top of the building outlined with lights	390	\$ 3.00	\$ 1,170.00
36" garland sprays	4	\$ 150.00	\$ 600.00
ADDITIONAL INFORMATION: all lights and materials provided as a rental - future year rental will reflect 15% off for the same scope.			
all areas to be lit or decorated must have adequate power provided			
Price Includes, Installation, Service, Removal & Storage of all products.			
	SUB TOTAL		
	TOTAL		\$ 15,000.00

Make all checks payable to So Cal Lighting

If you have any questions concerning this invoice, contact:
 Phone: (951)402-2000
 Email: matkronquist@gmail.com

THANK YOU FOR YOUR BUSINESS!

PROPOSAL AND CONTRACT

TO: Golden Rain Foundation
 Attn: Physical Property Department
 P. O. Box 2069, Seal Beach CA 90740

Tract No. 4337, 4401, 4748

Seal Beach Leisure World

September 16, 2015

Gentlemen:

THE undersigned Southern California Lighting, Contractor, State of California License No. _____ agrees to furnish all materials and perform all labor necessary to complete in a good and workmanlike manner, according to attached "EXHIBIT A" specifications the following described below at prices indicated.

SPECIFICATIONS

TOTAL PRICE

Contractor shall provide and install all holiday decorations, including holiday tree lighting and décor, building perimeter lighting, palm tree wraps, garland sprays, and wreaths as outlined in the attached Exhibit A.	\$15,000
All decorations shall be commercial grade and all lighting shall be in working order at all times. Contractor shall be responsible for any repairs needed throughout the holiday season.	
The installation and design shall be determined by the Architectural Design Review Committee of the Golden Rain Foundation and implement by the Contractor.	
Payment shall be made at the completion of the Season and successful acceptance of the removal of all decorations.	

Start Date: TO BE DETERMINED BY ADRC

Work to be completed by: TO BE DETERMINED BY ADRC, (____) working days.

Assess a \$250 per day penalty for each day completion is in excess of completion date TO BE DETERMINED BY ADRC, unless extension is agreed upon by both parties in writing.

THE above prices are for a complete job free and clear of all claims or liens and includes without limitation all charges for labor, material, sales taxes, cartage to job site and installation. No extra charges will be made without advance written authorization, signed and approved by the Physical Property Office.

ALL permits and licenses when required shall be obtained by the Contractor, at no charge to the Owner. The undersigned Contractor agrees to perform all work to pass all Owner's inspections and/or requirements, all State, City and County inspections and Building Code requirements, and in a manner satisfactory to the Owner.

Payments shall be made as follows:

100% upon completion, inspection and acceptance. \$15,000
 Invoice(s) are to be accompanied with proper lien release(s).

AN AMOUNT equal to zero (0) percent of the total amount of the contract shall be retained until after all work has been completed, inspected and passed by Owner, City and County Inspectors and, when required in other instances by the Physical Property Department or its duly appointed agent. Owners shall have the right to retain said amount as long as corrections and/or repairs reported to Contractor remain uncorrected. Contractor hereby agrees to guarantee his work and to make good without cost to the Owner, any and all defects or failures of every kind due to imperfections or failures in workmanship or materials for a period of one (1) year from the date of final acceptance by Owner.

OWNER shall have the right at any time to change the scope of work cited above and the total contract price will be adjusted accordingly.

THE undersigned Contractor warrants that he has read and acknowledges reading the approved City plans and specifications above-mentioned and has read and agrees to the General Provisions appearing on the reverse side hereof which are expressly made a part of this Proposal and Contract.

THE undersigned Contractor further warrants that he has examined the job site and ground and has relied entirely upon his own investigations in submitting the within proposal. No representations of any kind not contained herein have been made by Owner or anyone on its behalf. This contract contains the entire agreement of the parties and shall not be modified or changed in any manner except by an agreement in writing, duly executed by both parties.

MATERIALS used on the job are to be delivered in Contractor's own trucks, to a location on the site designed by the Physical Property Office. Receipt of delivery must be acknowledged by the signature of Owner's agent.

Reviewed by: George Hurtado _____ Terry De Leon _____ Randy Ankeny _____

ACCEPTED BY:

Golden Rain Foundation

CONTRACTOR:

Southern California Lighting

By: _____

Ronde Winkler, President

By: _____

Mathew Kronquist, Owner

Date: _____

Address: P O Box 2337, Sun City, CA 92586

Telephone No.: (951) 402-2000

1. PROGRESS OF WORK: The Contractor agrees to start work after notice from the Owner and prosecute his work with due diligence in a matter satisfactory to the Owner and agrees to perform work and/or supply the materials according to a time schedule established by the Owner and to complete work within 1 day(s). If in the opinion of the Owner, the Contractor is not making or maintaining satisfactory progress, he shall upon receipt of such notice from the Owner, immediately increase his working force and speed delivery of materials necessary to maintain progress satisfactory to the Owner. It is agreed that time is of the essence of this contract, and if within one (1) day after receipt of such notice, the Contractor has failed to increase his working force and speed delivery of materials necessary to maintain progress satisfactory to the Owner or correct any defect, failures or complaints with respect to labor and/or materials furnished, the Owner shall have the right to:

- a. Supply sufficient material and employ such additional labor as in the Owner's opinion is necessary to maintain satisfactory progress and charge the cost thereof and all reasonable expense in connection therewith, to the Contractor, or
- b. Terminate the Contractor's right to proceed with any of the work and let the work to another Contractor or Contractors, and charge any increase in the cost of completion to this Contractor, or
- c. Assess a \$250.00 per day penalty for each day completion is in excess of contracted days to complete work. Said accrued penalty shall be credited against balance due, or
- d. Terminate this entire agreement and pay to the Contractor only the reasonable value of the work in place incorporated in the buildings, providing the quality of work is satisfactory and providing the Contractor has paid all his bills and discharged all his obligations in connection with the work.

All the foregoing remedies and conditions shall be cumulative and the adoption of any one of the foregoing shall not constitute an election and shall also be applicable in the event the Contractor becomes insolvent or is declared bankrupt or is otherwise taken over by creditors.

2. MECHANIC'S LIEN: In the event any mechanic's lien or claims are filed by anyone in relation to the labor and material of the Contractor, the Contractor agrees within two (2) days of notice from the Owner, to have the same discharged and in the event of the failure of the Contractor to do so, the Owner may cause such mechanic's lien to be discharged and the expense thereof, including any deposit by the Owner and the amount of any obligation assumed by the Owner by bond, indemnity or otherwise, in and about such discharge as well as its reasonable attorney's fees in connection therewith, are to be charged to and paid for by the Contractor.

3. PROHIBITION AGAINST ASSIGNMENT: The Contractor shall not assign this contract or any monies due or to become due hereunder, nor sublet any portion thereof, without first obtaining the written consent of the Owner.

4. DELAYS, LOSS OR DAMAGE: The Owner shall not be liable to the Contractor for any delay, loss or damage to its work, whether caused by the Owner or by any of the Owner's Contractors or from any other cause whatsoever.

5. TAXES: The Contractor shall pay any and all taxes, including sales tax, which may be due or levied against any material or labor; as well as Social Security, Old Age and Unemployment insurance, Income Withholding Tax, all as required by law. Before final payment is made, the Contractor shall present satisfactory evidence that all such taxes and insurance have been fully paid.

6. STATEMENT OF UNPAID CLAIMS: Whenever required by Owner, it shall be the duty of the Contractor to file with Owner, a verified statement in writing in a form satisfactory to the Owner, certifying to the amounts then due and owing from the said Contractor for labor and material performed under the terms of this contract, setting forth therein, the names of the persons whose charges and/or claims for materials, and/or supplies, and/or labor are unpaid and the amount due to each respectively. Before final payment is made, Contractor will execute a general release and waiver of lien and submit satisfactory evidence that no unpaid claims exist for labor, material or other obligations incurred by the Contractor in the performance of this contract.

7. RUBBISH: Contractor will completely remove all his debris or excess material from the interior and exterior of the job site upon completion of his work. If Contractor fails to clean up after notice to his foreman on job, then Owner shall have the right to have same performed and charge cost of work to Contractor, but Owner shall not be under any obligation to do so.

8. PARKING: The Owner's supervisor on the job site shall have the right to control or restrict parking of all vehicles on the actual building site and Contractor agrees to cooperate and abide with said restriction.

9. RESPONSIBILITY: Before any work is undertaken, Contractor must visit the job site, examine it for himself, take his own measurements and make his own estimates of facilities and difficulties in the execution of his work. Should the proper workmanlike and accurate performance of any work under this contract depend in anyway upon the proper workmanlike or accurate performance of any work by another Contractor on said job site, Contractor will use all means necessary to discover any defects in such Contractor's work and report the same in writing to Owner. Contractor will be responsible for any damages resulting by reason of his work covering defects due to imperfect workmanship or materials of other Contractors.

10. STORAGE: Any materials stored on job site shall be at Contractor's sole risk. Owner shall attempt where possible, to provide storage space in designated areas.

11. CHANGES: No deviations from plans or specifications shall be made by Contractor without prior approval in writing from Owner. No claims for extras above and beyond the amount of said contract will be honored unless authorized in writing prior to commencement of work.

12. QUALITY TESTS: If requested, Contractor agrees to furnish certified verification of the grade or materials he is using in his work. Such verification shall be at his own cost and expense and shall be by a recognized association of U.S. Bureau of Standards Grading.

13. JOINT PAYMENTS: Owner shall have the option to make payments jointly to Contractor and his suppliers of material and/or labor.

14. ATTORNEY'S FEES: In the event Owner engages the services of any attorney for any action brought on or under this contract or for its enforcement or in defending any action brought against the Owner by or due to the fault of this Contractor, Contractor agrees to pay reasonable attorney's fees to the Owner. Contractor agrees to hold Owner harmless by reason of any damages incurred through fault of the Contractor to fully and efficiently perform his contract and pay such costs, expenses, damages and/or attorney's fees which Owner may incur by reason of failure of Contractor to fully and completely perform hereunder.

15. INDEMNITY: Contractor hereby agrees to save and indemnify and keep harmless the Owner, owner's agent or servants, residents, resident's agents or servants, Golden Rain Foundation and Seal Beach Mutual(s) against all liability, claims and judgments or demands for damages arising from injuries or damages to persons or property occasioned by the acts or actions of the Contractor, his agents or employees, the Owner(s), its agents or employees, or any third person, and to further indemnify Owner against all claims or demands for damages arising from injuries or damages to the Contractor, his agents or employees, or whether occasioned by said Contractor, or may be brought against the Owner on account of any such injuries, damages, all claims and demands, and will reimburse the Owner, Owner's agent or servants, resident(s), resident(s)' agent or servants, Golden Rain Foundation and Seal Beach Mutual(s) for any expenditures that they may make by reason of such accidents, including attorneys' fees or costs related thereto.

16. INSURANCE: The Contractor agrees to carry General Liability Insurance with minimum combined single limit coverage of \$1,000,000, commercial Automobile Liability Insurance with minimum combined single limit coverage of \$1,000,000 minimally inclusive of non-owned or hired autos, Worker's Compensation Insurance with a minimum limit of \$1,000,000 and to provide a certificate of said insurance. Said certificate shall carry on the face thereof a provision that Seal Beach Mutuals One through Seventeen and Golden Rain Foundation shall be given notice at least thirty (30) days prior to any modification of the coverage or termination of coverage. Contractor shall also provide separate endorsement(s) under said General Liability coverage naming Seal Beach Mutuals One through Seventeen and Golden Rain Foundation as additional insured covering both ongoing and completed operations and a Workers Compensation Waiver of Subrogation Endorsement waiving subrogation against Seal Beach Mutuals One through Seventeen and Golden Rain Foundation for losses arising from work performed by or on behalf of the named insured.

17. OBSERVING LEISURE WORLD SPEED LIMIT: The Contractor shall adhere to the maximum speed limit of 25 MILES PER HOUR. Contractor is responsible for compliance by all subcontractors employed with respect to this contract.

18. PUBLIC CONVENIENCE AND TRAFFIC CONTROL: At least seven working days prior to commencing work, the Contractor shall submit his final construction schedule to the Physical Property Department for approval. This schedule shall allow affected people ample "on street" parking within a reasonable distance from their homes and businesses. Requests for changes in the schedule shall be submitted by the Contractor to the Engineer for approval at least 48 hours prior to the scheduled operations on the streets affected. "TEMPORARY NO PARKING" signs shall be posted at least twenty-four (24) hours, but no more than forty-eight (48) hours, in advance of the work. The signs shall be placed no more than 250-feet apart on each side of the alleys, streets and parking areas and at shorter intervals if conditions warrant. The Contractor shall provide the signs and will be responsible for adding the dates and hours of closure to the signs, removal of signs, and furnishing and placing of barricades, if necessary, for posting of signs. All signs shall be removed within forty-eight (48) hours after the effective date. Contractor shall provide "flag men" as necessary, during the construction phase.

TO: Golden Rain Foundation
 Attn: Physical Property Department
 P. O. Box 2069, Seal Beach CA 90740

Tract No. 4337, 4401, 4748

Seal Beach Leisure World September 16, 2015

Gentlemen:

THE undersigned Southern California Lighting, Contractor, State of California License No. _____ agrees to furnish all materials and perform all labor necessary to complete in a good and workmanlike manner, according to attached "EXHIBIT A" specifications the following described below at prices indicated.

SPECIFICATIONS

TOTAL PRICE

Contractor shall provide and install all holiday decorations, including holiday tree lighting and décor, building perimeter lighting, palm tree wraps, garland sprays, and wreaths as outlined in the attached Exhibit A.	\$15,000
All decorations shall be commercial grade and all lighting shall be in working order at all times. Contractor shall be responsible for any repairs needed throughout the holiday season.	
The installation and design shall be determined by the Architectural Design Review Committee of the Golden Rain Foundation and implement by the Contractor.	
Payment shall be made at the completion of the Season and successful acceptance of the removal of all decorations.	

Start Date: TO BE DETERMINED BY ADRC

Work to be completed by: TO BE DETERMINED BY ADRC, (____) working days.

Assess a \$250 per day penalty for each day completion is in excess of completion date TO BE DETERMINED BY ADRC, unless extension is agreed upon by both parties in writing.

THE above prices are for a complete job free and clear of all claims or liens and includes without limitation all charges for labor, material, sales taxes, cartage to job site and installation. No extra charges will be made without advance written authorization, signed and approved by the Physical Property Office.

ALL permits and licenses when required shall be obtained by the Contractor, at no charge to the Owner. The undersigned Contractor agrees to perform all work to pass all Owner's inspections and/or requirements, all State, City and County inspections and Building Code requirements, and in a manner satisfactory to the Owner.

Payments shall be made as follows:

100% upon completion, inspection and acceptance. \$15,000
 Invoice(s) are to be accompanied with proper lien release(s).

AN AMOUNT equal to zero (0) percent of the total amount of the contract shall be retained until after all work has been completed, inspected and passed by Owner, City and County Inspectors and, when required in other instances by the Physical Property Department or its duly appointed agent. Owners shall have the right to retain said amount as long as corrections and/or repairs reported to Contractor remain uncorrected. Contractor hereby agrees to guarantee his work and to make good without cost to the Owner, any and all defects or failures of every kind due to imperfections or failures in workmanship or materials for a period of one (1) year from the date of final acceptance by Owner.

OWNER shall have the right at any time to change the scope of work cited above and the total contract price will be adjusted accordingly.

THE undersigned Contractor warrants that he has read and acknowledges reading the approved City plans and specifications above-mentioned and has read and agrees to the General Provisions appearing on the reverse side hereof which are expressly made a part of this Proposal and Contract.

THE undersigned Contractor further warrants that he has examined the job site and ground and has relied entirely upon his own investigations in submitting the within proposal. No representations of any kind not contained herein have been made by Owner or anyone on its behalf. This contract contains the entire agreement of the parties and shall not be modified or changed in any manner except by an agreement in writing, duly executed by both parties.

MATERIALS used on the job are to be delivered in Contractor's own trucks, to a location on the site designed by the Physical Property Office. Receipt of delivery must be acknowledged by the signature of Owner's agent.

Reviewed by: George Hurtado _____ Terry De Leon _____ Randy Ankeny _____

ACCEPTED BY:

Golden Rain Foundation

CONTRACTOR:

Southern California Lighting

By: _____

Ronde Winkler, President

By: _____

Mathew Kronquist, Owner

Date: _____

Address: P O Box 2337, Sun City, CA 92586

Telephone No.: (951) 402-2000

1. PROGRESS OF WORK: The Contractor agrees to start work after notice from the Owner and prosecute his work with due diligence in a matter satisfactory to the Owner and agrees to perform work and/or supply the materials according to a time schedule established by the Owner and to complete work within 1 day(s). If in the opinion of the Owner, the Contractor is not making or maintaining satisfactory progress, he shall upon receipt of such notice from the Owner, immediately increase his working force and speed delivery of materials necessary to maintain progress satisfactory to the Owner. It is agreed that time is of the essence of this contract, and if within one (1) day after receipt of such notice, the Contractor has failed to increase his working force and speed delivery of materials necessary to maintain progress satisfactory to the Owner or correct any defect, failures or complaints with respect to labor and/or materials furnished, the Owner shall have the right to:

- Supply sufficient material and employ such additional labor as in the Owner's opinion is necessary to maintain satisfactory progress and charge the cost thereof and all reasonable expense in connection therewith, to the Contractor, or
- Terminate the Contractor's right to proceed with any of the work and let the work to another Contractor or Contractors, and charge any increase in the cost of completion to this Contractor, or
- Assess a \$250.00 per day penalty for each day completion is in excess of contracted days to complete work. Said accrued penalty shall be credited against balance due, or
- Terminate this entire agreement and pay to the Contractor only the reasonable value of the work in place incorporated in the buildings, providing the quality of work is satisfactory and providing the Contractor has paid all his bills and discharged all his obligations in connection with the work.

All the foregoing remedies and conditions shall be cumulative and the adoption of any one of the foregoing shall not constitute an election and shall also be applicable in the event the Contractor becomes insolvent or is declared bankrupt or is otherwise taken over by creditors.

2. MECHANIC'S LIEN: In the event any mechanic's lien or claims are filed by anyone in relation to the labor and material of the Contractor, the Contractor agrees within two (2) days of notice from the Owner, to have the same discharged and in the event of the failure of the Contractor to do so, the Owner may cause such mechanic's lien to be discharged and the expense thereof, including any deposit by the Owner and the amount of any obligation assumed by the Owner by bond, indemnity or otherwise, in and about such discharge as well as its reasonable attorney's fees in connection therewith, are to be charged to and paid for by the Contractor.

3. PROHIBITION AGAINST ASSIGNMENT: The Contractor shall not assign this contract or any monies due or to become due hereunder, nor sublet any portion thereof, without first obtaining the written consent of the Owner.

4. DELAYS, LOSS OR DAMAGE: The Owner shall not be liable to the Contractor for any delay, loss or damage to its work, whether caused by the Owner or by any of the Owner's Contractors or from any other cause whatsoever.

5. TAXES: The Contractor shall pay any and all taxes, including sales tax, which may be due or levied against any material or labor; as well as Social Security, Old Age and Unemployment insurance, Income Withholding Tax, all as required by law. Before final payment is made, the Contractor shall present satisfactory evidence that all such taxes and insurance have been fully paid.

6. STATEMENT OF UNPAID CLAIMS: Whenever required by Owner, it shall be the duty of the Contractor to file with Owner, a verified statement in writing in a form satisfactory to the Owner, certifying to the amounts then due and owing from the said Contractor for labor and material performed under the terms of this contract, setting forth therein, the names of the persons whose charges and/or claims for materials, and/or supplies, and/or labor are unpaid and the amount due to each respectively. Before final payment is made, Contractor will execute a general release and waiver of lien and submit satisfactory evidence that no unpaid claims exist for labor, material or other obligations incurred by the Contractor in the performance of this contract.

7. RUBBISH: Contractor will completely remove all his debris or excess material from the interior and exterior of the job site upon completion of his work. If Contractor fails to clean up after notice to his foreman on job, then Owner shall have the right to have same performed and charge cost of work to Contractor, but Owner shall not be under any obligation to do so.

8. PARKING: The Owner's supervisor on the job site shall have the right to control or restrict parking of all vehicles on the actual building site and Contractor agrees to cooperate and abide with said restriction.

9. RESPONSIBILITY: Before any work is undertaken, Contractor must visit the job site, examine it for himself, take his own measurements and make his own estimates of facilities and difficulties in the execution of his work. Should the proper workmanlike and accurate performance of any work under this contract depend in anyway upon the proper workmanlike or accurate performance of any work by another Contractor on said job site, Contractor will use all means necessary to discover any defects in such Contractor's work and report the same in writing to Owner. Contractor will be responsible for any damages resulting by reason of his work covering defects due to imperfect workmanship or materials of other Contractors.

10. STORAGE: Any materials stored on job site shall be at Contractor's sole risk. Owner shall attempt where possible, to provide storage space in designated areas.

11. CHANGES: No deviations from plans or specifications shall be made by Contractor without prior approval in writing from Owner. No claims for extras above and beyond the amount of said contract will be honored unless authorized in writing prior to commencement of work.

12. QUALITY TESTS: If requested, Contractor agrees to furnish certified verification of the grade or materials he is using in his work. Such verification shall be at his own cost and expense and shall be by a recognized association of U.S. Bureau of Standards Grading.

13. JOINT PAYMENTS: Owner shall have the option to make payments jointly to Contractor and his suppliers of material and/or labor.

14. ATTORNEY'S FEES: In the event Owner engages the services of any attorney for any action brought on or under this contract or for its enforcement or in defending any action brought against the Owner by or due to the fault of this Contractor, Contractor agrees to pay reasonable attorney's fees to the Owner. Contractor agrees to hold Owner harmless by reason of any damages incurred through fault of the Contractor to fully and efficiently perform his contract and pay such costs, expenses, damages and/or attorney's fees which Owner may incur by reason of failure of Contractor to fully and completely perform hereunder.

15. INDEMNITY: Contractor hereby agrees to save and indemnify and keep harmless the Owner, owner's agent or servants, residents, resident's agents or servants, Golden Rain Foundation and Seal Beach Mutual(s) against all liability, claims and judgments or demands for damages arising from injuries or damages to persons or property occasioned by the acts or actions of the Contractor, his agents or employees, the Owner(s), its agents or employees, or any third person, and to further indemnify Owner against all claims or demands for damages arising from injuries or damages to the Contractor, his agents or employees, or whether occasioned by said Contractor, or may be brought against the Owner on account of any such injuries, damages, all claims and demands, and will reimburse the Owner, Owner's agent or servants, resident(s), resident(s)' agent or servants, Golden Rain Foundation and Seal Beach Mutual(s) for any expenditures that they may make by reason of such accidents, including attorneys' fees or costs related thereto.

16. INSURANCE: The Contractor agrees to carry General Liability Insurance with minimum combined single limit coverage of \$1,000,000, commercial Automobile Liability Insurance with minimum combined single limit coverage of \$1,000,000 minimally inclusive of non-owned or hired autos, Worker's Compensation Insurance with a minimum limit of \$1,000,000 and to provide a certificate of said insurance. Said certificate shall carry on the face thereof a provision that Seal Beach Mutuals One through Seventeen and Golden Rain Foundation shall be given notice at least thirty (30) days prior to any modification of the coverage or termination of coverage. Contractor shall also provide separate endorsement(s) under said General Liability coverage naming Seal Beach Mutuals One through Seventeen and Golden Rain Foundation as additional insured covering both ongoing and completed operations and a Workers Compensation Waiver of Subrogation Endorsement waiving subrogation against Seal Beach Mutuals One through Seventeen and Golden Rain Foundation for losses arising from work performed by or on behalf of the named insured.

17. OBSERVING LEISURE WORLD SPEED LIMIT: The Contractor shall adhere to the maximum speed limit of 25 MILES PER HOUR. Contractor is responsible for compliance by all subcontractors employed with respect to this contract.

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Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: PHIL HOOD, PAULA SNOWDEN
SUBJECT: 2016 CAPITAL AND OPERATIONAL FUNDING REQUESTS
DATE: SEPTEMBER 13, 2015
CC: FILE

The Recreation Committee reviewed a petition signed by shareholders requesting consideration to add a Dog Park to the scope of Trust property amenities. In review of this request, the Recreation Committee, on March 9, 2015, moved and approved to recommend to the Board conceptual approval of this project.

Dog Park Sub-Committee

Chair Rapp asked the guests who were present regarding the concept of a dog park to refrain from putting flyers on cars as this is against Golden Rain Policy.

A report was provided by the Chair of the Dog Park Sub-Committee with locations, areas of concern, amenities, site issues, issues to resolve, rules & access, and possible products needed for a dog park in the community. It was requested to have the Recreation Committee send a recommendation to the Board to accept the concept of a dog park. Mrs. Damoci MOVED, seconded by Mr. Blake and carried unanimously –

TO recommend the Board accept the concept of having a dog park in the community and to place funds in the 2016 Budget for this project.

The Board, on March 24, 2015, duly moved and approved:

Conceptual Approval – Dog Park

Ms. Snowden MOVED, seconded by Ms. Rapp-

TO approve the concept as reported in the attached report and authorize the Recreation Committee to continue the development of site selection and costs including the costs of architectural and engineering plans and documents to be presented as part of the 2016 budget process.

Thirteen Board members spoke on the motion.

The motion passed with 14 yes votes and one abstention (Mr. DeMarco).

With this action by the Board, the Recreation Committee established a sub-committee for singular purpose to thoroughly review a possibility of a Dog Park to be located upon unused land at Clubhouse 2, former lawn bowling site.



Based upon the Sub-committee's review and findings, it is beneficial to have projected costs of installation and annual maintenance included in the 2016 Budget.

Capital request, \$115-120,000 should be sufficient. In addition to the artificial turf and fencing installation, removal of landscape material, as required, additional work can be necessary in repair of the wooden stations at each end of the site.

Paul Conner, Manager Mutual Operations, Rossmore Walnut Creek, reported that they spray their 5,600 square foot Dog Park weekly or every other week with a sanitizer. They also find it advantageous to use a special rake to "comb" the turf weekly, although it is longer than the shorter turf that seems favorable for our contemplated site. With no shade at our proposed site, full sun will have a heat effect on the artificial turf and its underlayment. Cost of sanitizers, weekly maintenance of included amenities such as artificial turf and disposal, could require an annual cost of \$15,000.

Motions

I move to approve the inclusion in the 2016 Capital budget the amount of \$120,000 for the proposed Dog Park to be placed in the former lawn bowling site behind Clubhouse 2.

I move to approve the inclusion in the 2016 Operational Budget the amount of \$15,000 within cost center 52, Clubhouse 2, for the annual operation of the proposed Dog Park.

RESOLUTION/MOTION ACTION RECORD**092215 9.c.ii. (a)**

Resolution Type: Inclusion in 2016 Capital Budget

Pertaining to: Funding for Dog Park

Duly adopted at a meeting of the Board of Directors held: **09.22.15**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<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"/>
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 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"/>
Vice President Carole Damoci	<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 Phil 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)

RESOLUTION/MOTION ACTION RECORD**092215 9.c.ii. (b)**

Resolution Type: Inclusion in 2016 Operational Budget Pertaining to: Annual operation of Dog Park

Duly adopted at a meeting of the Board of Directors held: **09.22.15**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<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"/>
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 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"/>
Vice President Carole Damoci	<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 Phil 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: SECURITY, BUS, AND TRAFFIC COMMITTEE
SUBJECT: CONSIDERATION OF TOWING AGREEMENT WITH MR. C'S TOWING
DATE: SEPTEMBER 22, 2015
CC: FILE

On September 9, 2015, the Security, Bus, and Traffic Committee reviewed and passed a motion to recommend to the Board a towing agreement with Mr. C's Towing for towing services in the community be approved.

Section 22658 of the California Vehicle Code provides the guidelines for towing by private property owners and associations of common interest developments. It also requires that private property owners establish a written authorization agreement with a towing company for the removal (towing) of vehicles from the property and post the correct signage.

On August 27, 2015, staff was notified of the closure of ExperTowInc., which had been providing towing services to the Foundation since 2009. In an effort to find a replacement company, staff contacted the local law enforcement agencies to obtain information on reputable towing companies and found the following local options:

Mr. C's Towing in Los Alamitos: Used by Seal Beach PD & Los Alamitos PD

Towing Fee: \$185 Storage Fee: \$55 Gate Fee: \$92.50 Labor: N/A

Rossmoor Towing in Los Alamitos: Used by Seal Beach PD & Los Alamitos PD

Towing Fee: \$165 Storage Fee: \$45 Dolly Fee: \$35 Labor: \$75 Hour

Staff recommended Mr. C's Towing due to their experience, proximity to the community, and larger size with a second facility in the City of South Gate. A larger company ensures that we have a timely response afforded by the number of tow trucks available in their fleet.

Action by the Board to authorize a towing agreement (with Mr. C's Towing, for towing services in the community, is requested.

RESOLUTION/MOTION ACTION RECORD**092215 9.d.i.**

Resolution Type: Approve contract

Pertaining to: Towing agreement with Mr. C's Towing

Duly adopted at a meeting of the Board of Directors held: **09.22.15**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

VOTE:	YES	NO	ABSTAIN	ABSENT
President Winkler	<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"/>
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 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"/>
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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"/>
Vice President Carole Damoci	<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 Phil 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)

Mr. C's Towing
10821 Bloomfield Street
Los Alamitos, CA 90720
(562) 594-9521

PRIVATE PROPERTY TOW SERVICES AGREEMENT

Agreement Date:

Effective Date:

_____ Golden Rain Foundation _____ (Customer)

_____ Leisure World Community _____ (Property)

TYPE OF PRIVATE PROVERTY (Check One)

☐ Residential ☐ Commercial ☐ Retail ☒ HOA/Common Interest Development

This agreement by and between Mr. C's Towing and Customer named above shall serve as authorization to service the Property named above in accordance with the requirements of California Vehicle Code Section 22658 (CVC 22658) "Removal From Private Property" upon the specific written authorization of Customer, except for Section 22658 (l) (1) (E), for which this agreement may serve as the general authorization.

Mr. C's Towing agrees to respond to the Property within a reasonable period of time when requested by Customer for the purposes of removing any vehicles that are not in compliance with the property or business regulations as determined by Customer and communicated to Mr. C's Towing in the written authorization provided by Customer under CVC 22658(l).

Mr. C's Towing will, as prescribed by law, promptly report all impounded vehicles to the appropriate law enforcement agency and will perform all operations within the guidelines set forth in CVC 22658.

Mr. C's Towing agrees that their employees will act and conduct themselves in a professional workmanlike manner on and off the above Property. This agreement is for a period of one (1) year commencing on the Effective Date noted above and shall automatically renew annually unless terminated in writing upon 30 days written notice by either party.

Accepted:

Customer: Golden Rain Foundation	Mr. C's Towing
Signed:	Signed:
Print Name: Randy Ankeny	Print Name:
Title: Executive Director	Title:
Date:	Date:

PRIVATE PROPERTY TOW SERVICES AGREEMENT

ACCOUNT INFORMATION FORM:

☒Original ☐Updated _____

Property/Complex Name: Leisure World Community		
Property Address: 13531 St. Andrews Drive		
City: Seal Beach, CA		Zip: 90740
TG Map Grid: Pgs 796-826		Cross Streets: Golden Rain Road and St. Andrews Drive
Mailing Address (if different than above): P.O. Box 2069 Seal Beach, CA 90740		
Property Management Company <input type="checkbox"/> Yes <input type="checkbox"/> No		
If Yes, Name, Address & Phone: Golden Rain Foundation, P.O. Box 2069, Seal Beach, CA 90740		
Manager Name	Asst Manager Name	On-Site Contact Name
Executive Director	Mutual Administration Manager	Security Chief
Phone: 562-431-6586	Phone: 562-431-6586	Phone: 562-431-6586
Fax:	Fax:	Fax:
Email:	Email:	Email:
Security Company <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If Yes, Name, Address & Phone: Internal Department of Property Management Company (562) 431-6586 Ext# 377		
Persons Authorized To Sign for Vehicle Removals	1	Title: Executive Director
	2	Title: Mutual Administration Manager
	3	Title: Security Chief
	4	Title: Security Deputy Chief
	5	Title: On-Duty Watch Commander

Please Check Appropriate Boxes:

<input type="checkbox"/> Fire Lane Removals	<input type="checkbox"/> Visitor Only Parking	<input type="checkbox"/> Posted "Tow-Away Zone"
<input type="checkbox"/> Ingress/Egress Interference	<input type="checkbox"/> Mgr Only Parking	<input checked="" type="checkbox"/> Violation of Foundation
<input type="checkbox"/> Within 15' of Fire Hydrant	<input type="checkbox"/> Expired Tags	Policies on Trust Streets and
<input type="checkbox"/> Parking Permits	<input type="checkbox"/> No Street Parking	Property when directed by
<input type="checkbox"/> Handicap Parking	<input type="checkbox"/> Tenants authorized to tow	authorized staff listed above.
<input type="checkbox"/> Blocking Garages	<input type="checkbox"/> Time Limit Parking	<input type="checkbox"/>
<input type="checkbox"/> Blocking Dumpster	<input type="checkbox"/> Proof of residence required – Describe:	
<input type="checkbox"/> Double Parked		

Local Rate Jurisdiction:	
Tow Rate:	
Storage Rate / Day:	
Other:	

Deanna Bennett

From: Jaime Guerrero
Sent: Wednesday, September 16, 2015 2:44 PM
To: Fara Quirin; Deanna Bennett
Subject: Fwd: Mr. C's Towing Agreement For Leisure World in Seal Beach

Sent from my iPad

Begin forwarded message:

From: Jaime Guerrero <JaimeG@lwsb.com>
Date: September 2, 2015 at 2:05:02 PM PDT
To: 'Cole Dahlstrom' <cole.mrcstowing@yahoo.com>
Subject: RE: Mr. C's Towing Agreement For Leisure World in Seal Beach

Cole,

What is the charge if your guy comes out, hooks the car up...but then for whatever reason we decide not to tow it away. Still the \$185 or a reduced rate? We only had this happen once when a resident came out with proof of registration.

Thank you,

Jaime

From: Cole Dahlstrom [<mailto:cole.mrcstowing@yahoo.com>]
Sent: Wednesday, September 02, 2015 1:58 PM
To: Jaime Guerrero <JaimeG@lwsb.com>
Subject: Re: Mr. C's Towing Agreement For Leisure World in Seal Beach

Hello Jaime ,
It looks all in order and I have no problem using your form. Below is the tow rates
Seal beach rates
Tow \$185.00
Labor \$ n/a
Storage per day \$55.00
Gate fee \$92.50
Gate fee is after hours only.
Office hours are mom-Friday 8am to 5pm
On site dispatch and tow operators 24-7
Thank you and I look forward from hearing back from you.
Also upon completion of forms I will also be adding all additional insures to our insurance.

Mr. C's Towing of Los Alamitos
Account Manager
Cole Dahlstrom

On Sep 2, 2015, at 1:44 PM, Jaime Guerrero <JaimeG@lwsb.com> wrote:

Cole,

Please find attached a draft version of a private property agreement we recently used with a different company. It provides who may be eligible to contact you and sign for the private property tow. In addition to our staff, we have 16 separate corporations in our community that would each also need to complete the following with your agency. Let me know if this will work for us or give me a call if you like some changes to it.

Please let me know your tow rate, drop fee if, daily storage fee, and any other fees that may be associated with tows from our community.

Thanks,

Jaime Guerrero
Security Chief
Golden Rain Foundation – Leisure World Seal Beach
(562) 431-6586 Ext. 279

<Mr. C's Towing Agreement.doc>

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