



**BOARD OF DIRECTORS MEETING - GOLDEN RAIN FOUNDATION**  
**July 28, 2015**

Call to Order

President Winkler called the regular monthly meeting of the Golden Rain Foundation (GRF) Board of Director (BOD) meeting to order at 10:00 a.m., on Tuesday, July 28, 2015, in Clubhouse Four.

Pledge of Allegiance

In recognition of service to the community, the President of the Sunshine Club, Anna Derby, was asked to lead the Pledge of Allegiance. "Building Bridges for a Brighter Leisure World" has been the mission since the founding of the Sunshine Club in 2012. The club promotes communication, acceptance, respect and cultural understanding of the diverse population within Leisure World. The President thanked her and the club members for their work in the community.

Roll Call

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

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:

Arthur Pierson  
Linda Mendez

Security Department  
Security Department

10 years of service  
10 years of service

The Recreation Supervisor, Terry DeLeon, presented a service plaque and pin to:

Bill Coleman

Recreation Department

20 years of service

On behalf of the GRF Board of Directors, the President thanked these employees for their dedicated service.

The President announced that Vice President Damoci requested removal of # 8.a.ii., GRF By-Laws Budget Planning, from the agenda today. No objections were made.

### President's Comments

The new fiscal organizational year is up and running. All the Standings Chairs have held their first meetings, Vice Chairs have been elected and Sub-Committees are forming and doing their homework. So far, the Policy and Procedure Rewrite Sub-Committee will hold its first meeting on the 30<sup>th</sup> and the Emergency Preparedness will meet on the 31<sup>st</sup>. Finance has formed a sub-committee on Leases and Contracts. Before the end of August, we will be able to report on additional sub-committees whose primary duties are to gather information and make recommendations to the Standing Committees.

As usual, rumors are quickly making the rounds throughout our community. Rumor: A large black coyote has been seen within our walls. Fact: Pictures of this animal indicate it is a large black, somewhat thin Labrador, which is no longer on our property.

Rumor: By amending the lease agreement between the Foundation and the Health Care Center, new patients will be coming into our community without any restrictions and they could carry viruses and diseases, fill up our parking lot and make it difficult for our residents to see their doctors on a timely basis. Fact: The Health Care Center doctors' focus is on patients who, as a rule, qualify as senior citizens. We have no pediatric or children's doctors and no plans are in process to do so. In addition, every single person who comes into the Health Care Center who is **not** a resident is called into Security every single day. This would include pharmaceutical representatives, lab couriers, vendors, and medical specialists. In addition, longer wait times are now the standard. I have talked to people using outside doctors and clinics and they are experiencing long waits if they can find a doctor who will take Medicare. To date, three months after the lease was signed, there has been only one new patient.

I did do some checking with our Security Department and found the non-resident ping pong players, the dancers and other clubs and organizations all call in their guests and/or give them pink passes. Now there is an area where we don't know who is coming into our community. What is interesting is the unfettered access outsiders have on Saturdays, Sundays and special events for religious groups, members and guests. This is an area no one wants to change; just keep in mind on Sunday mornings non-residents can either drive or walk into our community by just indicating they are attending a church service.

One of our biggest challenges is that the majority of theft, vandalism and other incidents are due to relatives or guests of residents. At some time in the future, we need to review our policies on our resident passes. As I have stated before, if all of them are given out or purchased, we could have 56,000 unknown visitors through our gates. Residents also need to be very careful who they allow to accompany their caregivers.

Recently, the City of Seal Beach has begun legal proceedings to protest the Cal Trans decision to add more lanes to the 405/22 freeways outside our walls. The majority of the space needed will come from the north side of the freeway in College Parks East and West. However, we also get the pollution and the dirt. Cleaning up the black gunk that falls on patios and vegetation can be somewhat disconcerting. As shared with us several years ago by the AQMD, the black gunk isn't a problem as it doesn't stick to our lung tissue, only the micro pollution and their tests found very little micro pollution from the energy plants when concerns were raised. Maybe we should consider retesting for air pollution from our freeways.

The issue: just how much should our residents get involved with this fight? I personally think we need to at least discuss its ramifications on our residents, many who have respiratory issues. I do know Seal Beach residents that will be impacted by this issue are speaking up at the Seal Beach City Council meetings. I encourage our residents to find out as much as possible on this issue so your board of directors can make good decisions on a controversial subject. Don't hesitate to attend City Council meetings which are normally held on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month. Also, talk to our City Council Representatives and let them know your thoughts and concerns about the 405 expansion.

The Foundation and Mutual Boards of Directors have started to work on their annual budgets for 2016. This process takes almost three months before they are finalized. We now have three budgets to work with, the operations budget, the reserve budget for repairs and replacements and a capital budget to pay for a new piece of equipment such as our second data server, which was recommended by our accountants.

Now is the time for any club or organization which wishes to enhance, replace or repair any item in their work and/or meeting rooms to put their requests in writing to the appropriate committee. If, for instance, the wood shops needed to replace an old woodworking machine as the one in place is possibly dangerous to operate, they need to approach the Recreation Committee, in writing, with the whys and wherefores and address their concerns at the Committee meeting. It is too late to ask for new and/or improved amenities in July or August of 2016 as it wouldn't be in the budget. The Civil Code requires us to get this information in the shareholder/members hands no later than December 1<sup>st</sup>, which means it must be approved by the Foundation Board of Directors in late September or early October so it can be printed in early November.

Our "Inside Our Walls Activities" seem to be very popular. Everyone had a rocking good time at our 4<sup>th</sup> of July celebration, held in the parking lot of Club House 6. Some beautiful classic cars were displayed which included a couple of manufacturers I have never heard



of, several rows of decorated golf carts were in line for all to admire, people were lined up for barbecue ribs and Gina and the Bootleggers had many people moving and dancing to some great music. Inside Clubhouse Six were tables with shareholders displaying their handcrafted items. Yes, there are a few areas we need to improve; however, notes were taken and we hope to make these inside get-togethers even better in the future. Although it must go through the approval process, I believe we will have some kind of celebration in October and, of course, once again a holiday party in December. However, the party will be indoors this year. Outdoors was just too uncomfortable because of the cold weather. Any suggestions and ideas to promote our activities within our walls are always welcome, so bring them to the Recreation Committee and share them with our Board members.

One final note. If we don't use it, we will lose it. This is in regard to the inside Farmer's Market. Their fruits and vegetables are fresh and varied, the bread and cakes worth taking home and the guacamole and chips are delicious. However, we need more vendors and vendors won't participate unless they have more sales. This is such a benefit to our residents; please mark your calendars and amble on down or take a bus to the Administration parking lot, on Sunday, from 9 to 2 o'clock and enjoy!

#### Shareholder/Member Comments

Three 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 made available a summary of the meetings where a quorum of the Board was present. Quorums of the Board were present at six Committee meetings in April, May and July. The Committee minutes for these meetings were approved earlier this month by their respective Committees:

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

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

### **APPROVAL OF BOARD MEETING MINUTES**

The Special Board meeting minutes of the November 21, 2014 meeting were accepted, by general consent of the Board, as presented.

The Special Board meeting minutes of December 16, 2014 were accepted, as corrected, by the general consent of the Board.

The Board meeting minutes of June 23, 2015 were accepted, as corrected, by the general consent of the Board.

The Special Board meeting minutes of June 23, 2015 were accepted, as corrected, by the general consent of the Board.

### **NEW BUSINESS**

#### **Executive Committee**

##### **Amend Policy 5023-30, Organizational Chart**

At its July 10, 2015 meeting, the Executive Committee revised Policy 5023-30, Organizational Chart, to represent modifications to staff titles in accordance with approved actions of the Executive Committee from January 2015 to July 2015.

Mr. Hood MOVED, seconded by Mrs. Wood-

**TO** amend Policy 5023-30, Organizational Chart.

One Board member spoke on the motion.

The motion was carried unanimously by the Board Members present.

##### **Approve Legal Review/Drafting of Amendments to the GRF By-Laws**

At the request of the Vice President, this agenda item was removed. No objections were made.

#### **Finance Committee**

##### **Approve Trust Property Use and Lease Agreement, Mutual 14**

At its July 21, 2015 meeting, the Finance Committee moved and approved to recommend

to the Board acceptance of a Use and Lease Agreement between Golden Rain Foundation and Mutual 14, with the following revisions to the existing Agreement: term of Use and Lease Agreement changed from five (5) years to three (3) years, in section V, Maintenance, additional language added defining the allowed display of flags and Signature Authority.

Ms. Stone MOVED, seconded by Mrs. Damoci-

TO approve the amended Use and Lease Agreement between GRF and Mutual 14, per the attached Exhibit (provided in the Board agenda packet), and authorize the President to sign the Agreement.

Director Lukoff recused himself as a shareholder/member of Mutual 14.

Two Board members spoke on the motion.

The motion was carried unanimously by the Board Members present.

#### Acceptance of Financial Statements for Audit

Ms. Stone MOVED, seconded by Ms. Rapp and approved by general consent of the Board-

TO accept the June 2015 Financial Statements for Audit.

#### **ITS Committee**

##### Approve Axserion CMMS Solution Proposal

Foundation staff evaluated computerized maintenance management software. Approximately 20 solutions were evaluated at a very high level. Staff engaged in several personalized online demonstrations with four of the solutions. Several considerations led to the identification of Axserion as the strongest and most complete solution; critically, Axserion's solution can integrate data with the Foundation's Jenark community management and financial system.

Mr. Friedman MOVED, seconded by Ms. Stone -

To approve funding, not to exceed \$42,000.00, for the Axserion contract and implementation and to authorize the President to

sign the contracts, funding provided through the capital improvement project under Jenark System, for cost center 34, ITS.

The motion was carried by the Board members present with one no vote (Blake).

### **Physical Property Committee**

#### Adopt Policy 3331-70, Planting Adjacent to Perimeter Walls

At its June 1, 2015 meeting, the Physical Property Committee presented Policy 3331-70, Planting Adjacent to Perimeter Walls. The policy clarifies planting guidelines, including maintenance of plantings.

Ms. Snowden MOVED, seconded by Mrs. Reed -

**TO** adopt Policy 3331-70, Planting Adjacent to Perimeter Walls.

One Board member spoke on the motion.

The motion was carried unanimously by the Board members present.

#### Approve Contract for Tree Inventory

At its July 1, 2015 meeting, the Physical Property Committee unanimously recommended Class One Arboriculture provide a tree inventory for all Community Facilities trees, at a cost not to exceed \$15,000.00.

Mr. Lukoff MOVED, seconded by Mr. Friedman –

**TO** award a contract to Class One Arboriculture to provide a tree inventory of all Community Facility trees, at a cost not to exceed \$15,000.00, with funding from the Operating Budget of cost center 79, Physical Properties, and to authorize the President to sign the contract.

One Board member spoke on the motion.

The motion was carried unanimously by the Board members present.

### Approve Relocation of Pino Conte Sculpture

At its May 6, 2015 meeting, the Architectural Design and Review Committee discussed the relocation of the Pino Conte sculpture to next to the lobby entrance of the Administration Building, from Clubhouse Three. Additionally, a small fountain and video camera were proposed for the same location. At its May 19, 2015 meeting, the Finance Committee reviewed this request, determining funds were available, not to exceed \$6,100.00. At its July 1, 2015 meeting, the Physical Property Committee concurred to move this project forward with the approved funds coming from the cost center 79, Community Facilities Maintenance, operating budget..

Ms. Greer MOVED, seconded by Ms. Rapp -

**TO** approve the relocation of the Pino Conte sculpture from its current location, next to Clubhouse Three, to the area next to the lobby entrance of the Administration Building and to install a small fountain and video camera in the same location, for a total cost not to exceed \$6,100.00.

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

The motion was carried by the Board members present with one abstention (Pratt).

### **Recreation Committee**

#### Approve Replacement of Holiday Decorations

Many of the community's external holiday decorations have outlived their useful life, looking very dated and worn. The Architectural Design and Review Committee recommended to replace the current stock of decorations through Dekra-Lite and have them install, maintain and store the decorations. At its meeting of July 21, 2015, the Finance Committee reviewed a request from the Recreation Committee and determined Reserve funds, in the amount of \$30,580.22, are available. Approval of this item will also require an additional commitment of funds in the operating budget for the year 2016, estimated at \$19,800.00 and further funding each proceeding year.

Mr. Hood MOVED, seconded by Ms. Rapp -



**TO** approve replacement of holiday decorations, through Dekra-Lite and to have them install, remove, maintain and store all of the decorations, per Option 1, Exhibit A (provided in the Board agenda packet), in the amount of \$30,580.22, for the year 2015, funding from Reserves.

The Executive Director requested a modification to the motion to include “and authorize the President to sign the contract”.

Eight Board members spoke on the motion.

Mr. Blake MOVED, seconded by Mr. Lukoff –

**TO** commit the approval of replacement holiday decorations, through Dekra-Lite, back to the Recreation Committee.

The secondary motion was carried by the Board members present with five no votes (Damoci, Rapp, Reed, Snowden and L. Stone).

### **Security, Bus and Traffic Committee**

#### **2015 Approved Capital – Project Cancellation**

At its meeting on July 8, 2015, the Security Bus and Traffic Committee reviewed information supplied by the Executive Member and Fleet Manager in reference to the approved 2015 Capital item Swing Out Stop Signs for buses, \$13,000.00. Their considered opinion was to cancel the proposed project based on a review of the suggested modifications and the structure of the buses.

At its regular scheduled meeting on July 21, 2015, the Finance Committee concurred with the Security Bus and Traffic Committee’s request to delete this Capital project.

Mr. McGuigan MOVED, seconded by Mrs. Reed-

**TO** approve the cancellation of the proposed Capital project:  
Swing Out Bus Stop signs, as included in the 2015 approved  
Capital budget.

The motion was carried unanimously by the Board members present.

#### Approve a Contract for the Installation of Security Lobby Safety Panels

At its meeting on July 8, 2015, the Security Bus and Traffic Committee unanimously recommended to install ½" Lexan partitions and a gate door at the Security counter of the Main Gate lobby. Two contractors submitted bids from the three RFPs for this project; one did not bid and one withdrew when asked to provide a quote using Lexan rather than glass.

At its July 21, 2015 meeting, the Finance Committee determined Capital funds are available for the project, in an amount not to exceed \$8, 095.00.

Mr. McGuigan MOVED, seconded by Mrs. Wood-

**TO** award a contract to Custom Glass for the installation of ½" Lexan partitions and a gate door at the Security counter of the Main Gate lobby, in an amount not to exceed \$8,095.00, funding from Capital and authorize the President to sign the contract.

Two Board members spoke on the motion.

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

#### **CONTROLLER'S REPORT**

The Controller's report was delivered as part of the business of the Finance Committee.

#### **EXECUTIVE MEMBER'S REPORT**

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

#### **BOARD MEMBER COMMENTS**

Thirteen Board members spoke on various topics related to the operations of the community.

## ADJOURNMENT

The President acknowledged the presence of Seal Beach Councilperson, Sandra Massa-Lavitt.

The meeting was adjourned at 11:22 a.m.

  
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Joy Reed, Corporate Secretary  
GRF Board of Directors  
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## Controller's Financial Recap – June 2015

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

Major variances are:

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

### **Reserve & Capital Expenditures**

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

P.O. Box 2069  
Seal Beach CA 90740

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



P.O. Box 2069  
Seal Beach CA 90740

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Description

**Liabilities & Stockholders Equity**

**Current Liabilities:**

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

**Total Current Liabilities** **2,622,271**

**Total Liabilities** **2,622,271**

**Stockholders' Equity**

**Mutuals' Beneficial Interest**

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

**Total Mutuals' Beneficial Interest** **11,179,397**

**Membership interest**

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

**Total Paid-in-Capital** **6,473,151**

**Excess Income**

Current Year (49,401)

Total Excess Income (49,401)

**Net Stockholders' Equity** **17,603,147**

**Total Liabilities & Stockholders' Equity** **20,225,419**

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

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

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

**SELECTED BALANCE SHEET ITEMS**

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

**RESULT OF OPERATIONS**

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

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

**2015 Reserve Expenditures**

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

**Non Budgeted Approved by Board**

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

**Total Reserve Expenditures**

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

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

Total Capital Acquisitions

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



**2015 Capital Plan**

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



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## Executive Directors Report

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Board Meeting of July 28, 2015

### **General Project Update**

#### **A. SAFETY AND ACCESSIBILITY ADMINISTRATION/PHARMACY**

Approved Budget: \$108,720.00

Funding: Capital

Date Committee Approved: 2/13/2015

Date Board Approved: 3/24/2015

Project Status: 50%

Project Total to date: \$23,038.00

Notes:

Action

- Phase One-Ramp and Handicap improvements completed
- Phase Two-Flat work in process

#### **B. AUTOMATIC GATE AT MAIN GATE EXIT**

Approved Budget: \$15,000

Funding: Capital

Date Committee Approved: 11/14/2014

Date Board Approved: 11/25/2014

Project Status: 90%

Project Total: \$10,943

Notes:

Action

- Door/Gate installed, low voltage wiring in process
- Painting scheduled
- Gate operational

#### **C. PERIMETER WALL PROJECT 2014 SECTION A**

Approved Budget: \$494,000

Funding: Reserve

Date Committee Approved: 9/12/2014

Date Board Approved: 10/2/2014

Project Status 95%

Project Total: \$356,700

Notes:

Action

- Block Wall, Tree and landscape removal started 11/19/2014 along section A. Block work in process
- Permit from OCFC approved to install wall over channel
- Wall completed waiting for spike strip

D. PERIMETER WALL PROJECT SECTION J&K

Approved Budget: \$650,000

Funding: Reserve

Date Committee Approved: 1/9/2015

Date Board Approved: 1/27/2015

Project Status: 5%

Project Total: \$67,251

Notes:

Action

- Permit for entry in process

E. SALES OFFICE UPGRADES

Approved Budget: \$70,000

Funding: Capital

Date Committee Approved: 11/14/2014

Date Board Approved: 12/19/2014

Project Status: 90%

Project Total: \$47,614

Notes: Remaining task-Lobby Counter

Action

- All Items from inspection completed (not including counter and front door)

F. SERVICE MAINTENANCE UPGRADES

Approved Budget: \$21,404

Funding: Reserve

Date Committee Approved:

Date Board Approved: 3/24/2014

Project Status: 100%

Project Total: \$20,289

Notes:

Action

- Flooring, paint, lighting, window covering, completed
- Work stations installed
- Project complete, final report

G. GLOBE ENTRY MONUMENT REPAIRS AND CONSERVATION

Approved Budget: \$163,270

Funding: Capital

Date Committee Approved: 2/15/2015

Date Board Approved: 2/24/2015

Project Status:

Project Total: \$22,500

Notes: GRF Board approved a charge order for paint upgrade on 3/24/2015 for \$21,000 increasing total project budget to \$184,270

Action

- Containment complete
- Removal of lead paint complete
- Sandblasting to bare metal complete
- Continents beyond repair, looking into replacement options

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

Approved Budget: N/A

Funding: Reserve

Date Committee Approved: 3/24/2015

Date Board Approved: N/A

Project Status: Engineering/Investigation stage

Project Total:

Notes

Action

- The PPC at its March meeting accepted quotes from Urban Crossroads to complete studies for the St. Andrews paving project and St Andrews Gate at a cost of \$4,780.00 and \$3,590.00
- Work by engineer in process

I. PERIMETER WALL PROJECT SECTION B

Approved Budget: \$350,000

Funding: Reserve

Date Committee Approved: 1/20/2015

Date Board Approved: 5/20/2015

Project Status: 5%

Project Total:

Notes

Action

- Survey results confirmed Wall Section B is on Trust Property only
- Dantuma Masonry will continue to Wall Section B after completing Wall Section A

**IT Services Project Update**

**A. CMMS SOLUTION SEARCH**

Approved Budget: Approved Outlay \$235,282 (Jenark/MicroMain Project)

Funding: Capital

Date Committee Approved: 2/11/2014

Date Board Approved: 2/24/2014

Project Status: 50%

Project Total: \$226,214

Notes: \$9,068 remaining, plus MicroMain refund (\$52,197)

Action

- Proposal will be presented to Committee and Board in July for approval
- Management writing respective recommendation letters
- Initial Axserion proposal - \$27.850
- Item scheduled for Board action on July 28<sup>th</sup>.

**B. SECOND SERVER INSTALLATION**

Approved Budget: \$60,000

Funding: Capital

Date Committee Approved: 5/12/15

Date Board Approved: 5/26/15

Project Status: 100%

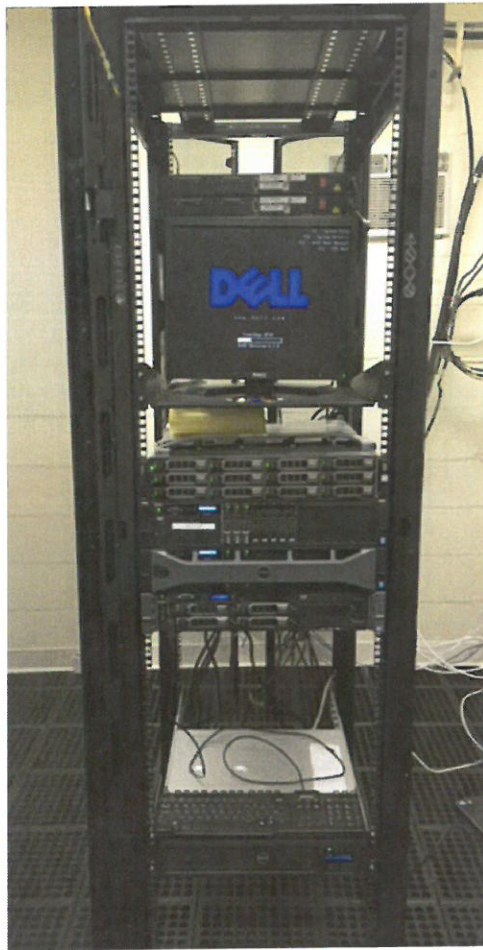
Project Total: \$43,116

Notes: Contract signed, installation scheduled.

Action

- Project Complete, final report





### **C. SANS AUDIT**

Approved Budget: \$15,000

Funding: Capital

Date Committee Approved: 5/12/15

Date Board Approved: 5/26/15

Project Status: 60%

Project Total: \$9,500

Notes: Contract signed, audit scheduled.

#### **Action**

- Trushield to arrive 7/9/15
- Preliminary questionnaires to be received prior to arrival 7/10/15
- Onsite data collections performed 7/13, 7/14
- Report pending

### **D. MICROSOFT OFFICE 2013 TRANSITION**

Approved Budget: \$25,000

Funding: IT Services Operating

Date Committee Approved: September 2015

Date Board Approved: n/a

Project Status: 75%

Project Total: \$20,223

Notes:

#### Action

- Request for licenses for News, PhyProp, Recreations approved at the July ITS Committee meeting
- July/August deployment

#### **E. CREDIT CARD POS SOLUTIONS**

Approved Budget: \$5,500

Funding: Capital

Date Committee Approved: 3/10/15, 4/14/15

Date Board Approved: n/a

Project Status: 100%

Project Total: \$1,461

Notes:

#### Action

- Physical Properties and Purchasing performing transactions
- Stock Transfer item database established
- Maintenance adding power to Stock Transfer's POS placement in department
- Project complete, final report

#### **Recreation**

- Amphitheater season to date a huge success, show attendance is averaging over 2,000

#### **Security**

- In a comparison of June 2014 to June 2015 security reports recap, the only significant items of note:
  - Increase in – no significant increases noted
  - Decrease in
    - In Incident
- 11 reported traffic incidents/accidents in April; incidents are in the very minor to minor category.

If you see suspicious activity report it immediately.