



Board of Directors

Agenda
Clubhouse Two
Tuesday, February 28, 2017
10:00 a.m.

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

Note: Foundation Shareholder/Members are permitted to make comments before the meeting business of the Board begins. The Open Meeting Act allows boards of directors to establish reasonable time limits for the open forum and for speakers to address the board. ([Civ. Code §4925\(b\)](#).) Time limits, per speaker, are limited to:

- 4 - minute limit per speaker, when there are no more than 15 speakers
 - 3 - minute limit per speaker, 16- 25 speakers
 - 2 - minute limit per speaker, over 26 speakers
7. Consent Calendar – Approval of Board Committee Meeting Minutes (pp. 1-2)
 8. Approval of Minutes
 - a. January 24, 2017 (pp. 3-16)
 9. New Business
 - a. Executive Committee
 - i. Approve Capital Funding Request, Automated External Defibrillator Units (Ms. Snowden, pp. 17-20)
 - ii. Rescind Policies (Mr. Hood, pp. 21-30)
 - 5031-30, Escrows
 - 1020-30, Door-to-Door Solicitation
 - 5032-30, Indemnification Resolution

- 5551-30, Paramedic Program
- 2004.01-30, Correspondence
- 5102-30, Quorum

b. Finance Committee

- i. Accept January 2017 Financial Statements for Audit (Ms. Hopewell, pp. 31-38)
- ii. Rescind Policies: (Ms. Stone, pp. 39-54)
 - 2283-31, Returned checks
 - 2290-31, Cable Television Service Collection
 - 2243-31, Capital Projects
 - 2261-31, Verification of Expense Reports
 - 3210-31, Returned Checks
 - 5524-31 and 5524.01-31, Non-Current Receivables and Payables
 - 5527-31 Repurchase Agreements

c. Information Technology Services Committee

- i. Approve Information Technology Services Provider (Mr. Pratt, pp. 55-64)

d. Mutual Administration Committee

- i. Amend the Bereavement Booklet/Approve Inclusion in the Welcome Packet (Mrs. Reed, pp. 65-86)
- ii. Rescind Policies: (Mrs. Greer, pp. 87-94)
 - 2710-33, Eligibility Criteria-Emergency Needs
 - 1023.01-33, Regulation for Pet Ownership-GRF
- iii. Amend Policy 1023-MAC, Pet Ownership Rules (Ms. Rapp, pp. 95-100)

e. Physical Property Committee

- i. Reserves Funding Request, Administration Building, First Floor Improvements (Mr. Lukoff, pp. 101-120)
- ii. Operations Funding Request, Contract Approval, Community Facilities Landscape Service (Mr. Stone, pp. 121-123)
- iii. Reserves Funding Request, Clubhouse Six, Concrete Replacement (Ms. Rapp, pp. 124-126)

- f. Publications Committee
 - i. Adopt Policy 2866-36, Acceptable Bilingual Advertisements and Adopt Policy 2869-36, Leisure World Live (LW Live) (Mrs. Greer, pp.127-130)
 - ii. Rescind Policy 2851-36, Newspaper Services, Advertising (Ms. Fekjar, pp. 131-132)
 - g. Recreation Committee
 - i. Capital Funding Request for Replacement of Air Filtration Systems at Woodshops 1 and 2 (Mr. Moore, pp. 133-140)
 - ii. Capital Funding Request for Portable Wall System at Clubhouse Six (Mr. McGuigan, pp. 141-142)
 - iii. Amend Policy 2501-35, Library, Patron Use (Mrs. Reed, pp. 143-148)
 - h. Security, Bus and Traffic
 - i. Amend Policy 5536.05-37, After Hours Visitors (Mrs. Tran, pp. 149-150)
 - ii. Rescind Policies: (Mrs. Perrotti, pp. 151-154)
 - 1911-37, One Way Streets
 - 1914-37, Restricted Parking – Accessible Parking Spaces
 - 3370-37, Staff Operations, Vehicle Maintenance Program
 - i. General
 - i. Capital Funding Request for Emergency Generator (Ms. Snowden, pp. 155-156)
10. Staff Reports
- a. Director of Finance's Report – Ms. Miller
 - b. Executive Director's Report – Mr. Ankeny
11. Board Member Comments
12. Next Meeting/Adjournment
- a. **March 28, 2017, 10:00 a.m.**

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 January 2017 Committee meetings:

- Minutes of the Community Access Ad Hoc Committee Board Meeting of January 8, 2016
- Minutes of the Strategic Planning Ad Hoc Committee Board Meeting of January 3, 2017
- Minutes of the Security, Bus & Transportation Committee Board Meeting of January 4, 2017
- Minutes of the Physical Properties Committee Board Meeting of January 9, 2017
- Minutes of the Mutual Administration Committee Board Meeting of January 10, 2017
- Minutes of the Recreation Committee Board Meeting of January 11, 2017
- Minutes of the Executive Committee Board Meeting of January 13, 2017
- Minutes of the Finance Committee Board Meeting of January 17, 2017

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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**BOARD OF DIRECTORS MEETING MINUTES
GOLDEN RAIN FOUNDATION
JANUARY 24, 2017**

CALL TO ORDER

President Carole Damoci called the regular monthly meeting of the Board of Directors (BOD) of the Golden Rain Foundation (GRF) to order at 10:00 a.m., on Tuesday, January 24, 2017, in Clubhouse Two.

PLEDGE OF ALLEGIANCE

Elaine Briskey, of the Onsite Sales Office, led the Pledge of Allegiance.

ROLL CALL

Following the roll call, Corporate Secretary reported that Directors Perrotti, R. Stone, Snowden, L. Stone, Reed, Rapp, Hopewell (left at 11:24 a.m.), Hood, Doderio, Greer, Damoci, Lukoff, Tran, Fekjar, and Moore were present. Directors McGuigan, Pratt and Scheuermann were absent.

Fifteen Directors were present, with a quorum of eight.

PRESIDENTS COMMENTS

Over the last weekend, we experienced very heavy rainfall, causing flooding in some areas. The Security Department, under interim Security Chief Tommy Fileto, jumped into action, blocking off the main areas of flooding and calling in more Service Maintenance technicians to handle the large amount of service calls. I would also like to thank Kathy Thayer, from the Recreation Department, for coming in and helping out by answering the calls. I appreciate the teamwork shown by the Security, Service Maintenance, Transportation and Recreation Departments working together to achieve the best service possible during an emergency.

ANNOUNCEMENTS/ SERVICE AWARD PRESENTATIONS

The GRF Board of Directors met in Executive Session on January 6, January 16 and January 23, 2016 to discuss legal and contractual matters.

Please keep an eye on the *Golden Rain News* for the meeting schedule. As a reminder, committee meetings are open to all shareholders.

SERVICE ANNIVERSARIES

Four employees were recognized with service awards.

Holly Paoletto	Security Department	5 years
Erika Greenwood	Security Department	10 years
John Neal	Fleet Department	10 years
David Van Horn	Physical Property Department	25 years

SEAL BEACH MAYOR'S REPORT

The Mayor of Seal Beach provided a recap of the City of Seal Beach City Council meeting.

SHAREHOLDER/MEMBER COMMENTS

In accordance with Policy 5610, Participation by Foundation Members, members may enter into a comment period prior to the beginning of business. **NOTE:** Foundation members are permitted to make comments before the business of the Board begins. Requests must be registered in advance of the meeting. The Open Meeting Act allows boards of directors to establish reasonable time limits for the open forum and for speakers to address the board. ([Civ. Code §4925\(b\)](#).) Time limits, per speaker, are limited to:

- 4 minute limit per speaker, when there are no more than 15 speakers
- 3 minute limit per speaker, 16- 25 speakers
- 2 minute limit per speaker, over 26 speakers

Two shareholder/member offered comments.

CONSENT CALENDAR – APPROVAL OF BOARD COMMITTEE MEETING MINUTES

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 eleven December 2016 Committee meetings:

- Minutes of the ITS Committee Board Meeting of December 5, 2016
- Minutes of the Strategic Planning Ad Hoc Committee Board Meeting of December 6, 2016
- Minutes of the Security, Bus & Transportation Committee Board Meeting of December 7, 2016
- Minutes of the Executive Committee Board Meeting of December 9, 2016
- Minutes of the Physical Properties Committee Board Meeting of December 12, 2016
- Minutes of the Architectural Design and Review Committee of December 13, 2016
- Minutes of the Mutual Administration Committee Board Meeting of December 13, 2016
- Minutes of the Publications Committee Board Meeting of December 14, 2016
- Minutes of the Recreation Committee Board Meeting of December 14, 2016
- Minutes of the Finance Committee Board Meeting of December 20, 2016

- Minutes of the Special Architectural Design and Review Committee of December 20, 2016

APPROVAL OF BOARD MEETING MINUTES

The minutes of the December 27, 2016 were approved, by general consent of the Board, as distributed.

NEW BUSINESS

Executive Committee

Approve Group Insurance Renewal

At the regularly scheduled meeting of the Executive Committee (EC) on January 13, 2017, the Committee reviewed the employee health care benefit package proposals (Exhibit A) for the policy period of April 1, 2017 to March 31, 2018. The information was provided by GRF's new health care benefits insurance broker, Trapan Dickins & Associates (TDA), and included quotes from other plan providers. The cost to GRF, services provided to our employees, employee plan contributions, plan design, customer service of each provider, and access to care was considered.

In review of the proposal, it was noted TDA was able to negotiate with the incumbent provider, Kaiser, a rate reduction of 5%, as well as rate pass (no increase) for Dental, Life, Long Term Disability, Accidental Death and Dismemberment and Employee Assistance Programs. The total benefit package, as proposed, represents an estimated savings of \$29,788.00 to the approved 2017 budget.

Healthcare Budget/Costs – April 1, 2017 to December 31, 2017

GL Category	2017 Budget	Employer Portion as Recommended	Budget to Costs Savings	
	April to December	April to December	Based on Current Coverage Levels	
6143000 Medical	\$595,764.00	\$565,976.00	\$29,788.00	5.0%
6143300 Dental	\$12,177.00	\$12,177.00	\$0	0
6143500 Vision	\$7,584.00	\$7,584.00	\$0	0
6145000 Life	\$20,772.00	\$20,772.00	\$0	0
Total Amount	\$636,279.00	\$606,509.00	\$29,788.00	4.7%

Upon deliberation, the Committee unanimously approved to recommend to the GRF Board approval of the benefit package, as presented, including:

- Renewal of the pet insurance with VPI Pet. The pet insurance is 100% paid by our employees.
- Reimbursement of up to \$500 Hospitalization copay annually, per qualified employee (note: in 2016, the expense to GRF was \$1,000).

Ms. Stone MOVED, seconded by Ms. Rapp and carried unanimously by the Board Members present –

TO amend approve the employee health benefit packages: Kaiser Medical Low and High Plans, Guardian Dental HMO and PPO Plans, Guardian VSP Vision Plan, Guardian Basic Life and AD&D Insurance Plan, Guardian Long Term Disability Plan, Guardian Employee Assistance Plan, Guardian Voluntary Life Plan, VPI Voluntary Pet Insurance Plan, Reimbursement of up to \$500 hospitalization copay annually, per qualified employee, and authorize the Executive Director and Human Resources Director to take all required actions and the President to sign all applicable documents, required for the health care benefit package renewals.

Approve Employee Flexible Spending Plan

At the regularly scheduled meeting of the Executive Committee (EC) on January 13, 2017, the Committee reviewed a presentation by the Executive Director and Human Resources Director on a proposed addition to the Employee Benefit package: Flexible Spending Plan.

A **Flexible Spending Plan (FSP)**, also known as a **flexible spending arrangement**, is one of a number of tax-advantaged financial accounts that can be set up through a cafeteria plan of an employer in the United States. An FSP allows an employee to voluntarily set aside a portion of earnings to pay for qualified expenses as established in the FSP, most commonly for medical expenses but often for dependent care or other expenses. Money deducted from an employee's pay into an FSP is not subject to payroll taxes, resulting in payroll tax savings for the employee as well as the employer (see Appendix A, less tax and Workers' Compensation savings, included in the agenda packet). It is important to note, one significant disadvantage to the employee using the proposed FSP is funds not used by the end of the plan year are forfeited to the employer, known as the "use it or lose it" rule.

During the Committee's deliberations, it was noted the expense to GRF was estimated (subject to change based on number of users) at \$1,440.00. Staff presented that savings would be incurred to GRF through employer tax and Workers' Compensation savings estimated at \$1,254 annually for an estimated annual expense of \$36.00.

Ms. Hopewell MOVED, seconded by Ms. Snowden—

TO approve the institution of an employee Flexible Spending Plan,

allowing qualified GRF staff members to voluntarily set aside a portion of earnings to pay for qualified expenses, as established in the FSP, at an estimated annual expense not to exceed \$1,440.00 and authorize the Executive Director and Human Resources Director to take the required action and authorize the President to sign all applicable documents. Note: Actual FSP expenses will vary and are dependent on the number of users and forfeited funds at the end of the plan year for a possible total expense to GRF of less than \$500.00 to a saving of greater than \$500.00.

Four Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board members present.

Approve Property Lease, Mutual Eight

At the regular meeting of the Executive Committee held on January 13, 2017, the Committee recommended the Golden Rain Foundation Board of Directors approve the use and lease agreement, commencing January 2017 and to expire on December 31, 2019, with the option to review this agreement annually and renew for additional five (5) year periods; either party retains the right to revoke and terminate this agreement at any time (Exhibit A in the agenda packet).

Ms. Fekjar MOVED, seconded by Ms. Stone -

TO approve the use and lease agreement between Seal Beach Mutual Eight and the Golden Rain Foundation, for Trust Property, Lot E, for three years, commencing January 2017 and to expire on December 31, 2019, with the option to review this agreement annually and renew for additional five (5) year periods; either party retains the right to revoke and terminate this agreement at any time.

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

The motion was carried unanimously by the Board members present.

Adopt Policies, GRF Code of Ethics and Conduct

At the regularly scheduled meeting of the Executive Committee (EC), on January 13, 2017, the EC recommended to the Golden Rain Foundation Board of Directors adoption of Policies 5092-30, Board of Directors' Code of Ethics and Conduct, 5092.01-30, Board of Directors' Censure Procedure and Policy 5092.02-30, Motion to Censure.

Mrs. Reed MOVED, seconded by Mr. Hood -

TO recommend the Board adopt Policies 5092-30, Board of Directors' Code of Ethics and Conduct, 5092.01-30, Board of Directors' Censure Procedure, and Policy 5092.02-30, Motion to Censure.

One Board member and the Executive Director spoke on the motion.

Voice roll call vote – Ayes: Damoci, Doderio, Fekjar, Greer, Hopewell, Hood, Lukoff, Moore, Perrotti, Rapp, Reed, Snowden L. Stone, Tran; Nay: R. Stone

The motion was carried with one no vote (R. Stone).

Finance Committee

Accept December Financials for Audit

At the regular meeting of the Finance Committee on January 17, 2017, the Committee duly moved to recommend to the Golden Rain Foundation Board of Directors acceptance of the December 2016 Financial Statements for audit.

Mr. Hopewell MOVED, seconded by Mrs. Tran and carried unanimously by the Board members present –

TO accept the December 2016 Financial Statements for audit.

Revision to Financial Statements for Audit Format

At its regular meeting held on January 17, 2017, the Finance Committee discussed and consented to changes in the presentation of the audited financial statements format, as proposed by NSBN, LLP and shown in Exhibit A, in the agenda packet. The proposed changes is to bring the statement presentation more in line with those of generally accepted accounting principles (GAAP) and to combine certain lines within the financial statements to simplify the presentation. The line items proposed to be combined will continue to be detailed within the notes or other supporting schedules that accompany the annual financial statements.

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

TO accept the proposed changes in the presentation of the audited financial statements format as proposed by NSBN, LLP and shown in Exhibit A, in the agenda packet.

Approve Lease, Leisure World Meals

At the January 17, 2017 meeting of the Finance Committee, the Committee reviewed a proposed annual lease agreement for the use of Trust Property for Leisure World Meals.

The Committee approved to recommend to the GRF Board the agreement, as noted, to stipulate clear terms and conditions in the use of Trust property.

Ms. Snowden MOVED, seconded by Mrs. Dodero and carried unanimously by the Board members present-

TO approve an annual lease agreement with Leisure World Meals (Meals), for a one year term, commencing January 1, 2017 and expiring December 31, 2017, at the annual rent of \$1.00 per year, as stipulated under the governing lease agreement, upon securing the signature of the authorized officer of the service, and authorize the GRF President sign the agreements.

Physical Property Committee

Trust Property Improvement, 1.8 Acres

The Physical Property Committee (PPC), at its regularly scheduled meeting on January 9, 2017, reviewed a request for improvements to Trust Property known as 1.8 Acres. It has been requested to add a 15' x 20' paved area, with a 10' x 20' shade cover, for the Rollin' Thunder Golf Cart Club. Currently, no electricity is available in this area; however, a generator could be used until electrical service can be provided. The cost for a generator, air compressor and shed is \$2,400.00.

MJ Jurado has provided a proposal to upgrade this area (Exhibit A in the agenda packet), for a cost not to exceed \$9,200.00. This includes a 15' x 20' paved area with a 10' x 20' shade cover.

The Committee discussed the scope of work and cost provided by MJ Jurado. After discussion, a request was made to use concrete in place of asphalt. The Committee concurred and estimated

an additional \$1,300.00 to the original quote. The PPC unanimously agreed to have MJ Jurado install a 10' x 20' shade cover and pave 15' x 20' area with concrete, a storage shed and associated equipment (generator, air compressor, etc.), for a total amount not to exceed \$19,200.00, and forward this request to the Finance Committee for funding review, then to the Board, for final approval.

At its regularly scheduled meeting on January 17, 2017, the Finance Committee reviewed available funding for this project and unanimously resolved to approve the new Capital request expense for MJ Jurado to install a 10' x 20' shade cover and pave 15' x 20' area with concrete, provide a storage shed and associated equipment, in a total amount not to exceed \$19,200.00, and forward the request to the Board for final approval.

Mr. Lukoff MOVED, seconded by Ms. Stone-

TO award a contract to MJ Jurado to upgrade the 1.8 Area, for the Rolling Thunder Golf Cart Club, by installing a 10' x 20' shade cover, pave 15' x 20' area with concrete, provide a storage shed and associated equipment, in a total amount not to exceed \$19,200.00, funding from Capital, and authorize the President to sign the contract.

Three Directors and the Executive Director spoke on the motion.

The motion as carried unanimously by the Board members present.

Replacement of Work Tables and Storage Racks, Service Maintenance Department

The Physical Property Committee (PPC), at its regularly scheduled meeting on January 9, 2017, reviewed a request for storage improvements in the Service Maintenance Department. Items of discussion included the replacement of work benches, storage racks and cabinets exceeding their useful life. The cost for materials and labor is \$14,902.60.

Upon discussion, the PPC unanimously agreed that there was a clear and present need to replace the items, in an amount not to exceed \$15,000.00, from Reserves funding and forward the request to the Finance Committee for funding review, then to the GRF Board for final approval.

The Finance Committee unanimously resolved to approve the Reserve funds expenditure.

Mr. Lukoff MOVED, seconded by Mrs. Reed-

TO approve the purchase of work benches, storage racks and

cabinets, for the Service Maintenance Department, in an amount not to exceed \$15,000.00, from Reserves funding.

One Board member spoke on the motion.

The motion as carried unanimously by the Board members present.

Interior Improvements and Work Station Replacements Purchasing Department

The Physical Property Committee (PPC,) at its regularly scheduled meeting on January 9, 2017, reviewed a request for improvements in the Purchasing Department. Items of discussion included outdated work stations, lack of heat in the un-insulated building and quality of lighting. Quotes and estimates were attached (Exhibits A & B in the agenda packet) and have been secured to make the needed repairs, as follows: construct a new office area with insulation and LED lighting, Material and Labor, Service Maintenance, \$13,200.00; replace three (3) work stations, Talimar Systems, \$3,791.38; and Installation of Heat Pump, Greenwood, \$3,600.00. The project total is \$20,591.38.

Upon discussion, the PPC unanimously agreed to forward a request to the Finance Committee for funding review, then to the Board for approval. At its regularly scheduled meeting on January 17, 2017, the Finance Committee reviewed available funding for this new Capital request for improvements in the Purchasing Department. It was unanimously resolved to approve the Capital request expense to have Service Maintenance construct a new office area with insulation and LED lighting, material and labor; purchase and replace three (3) work stations from Talimar Systems, and have Greenwood install a Heat Pump, for total not to exceed \$20,600.00.

Mr. Stone MOVED, seconded by Ms. Fekjar-

TO approve the Service Maintenance Department construct a new office area within the Purchasing Department with insulation and LED lighting, material and labor; purchase and replace three (3) workstations from Talimar Systems; and have Greenwood install a Heat Pump, for total not to exceed \$20,600.00, funding from Capital, and authorize the President to sign the contracts.

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

The motion was carried unanimously by the Board members present.

Trust Property, Approve Fire Protections Services Contract

At its meeting on January 9, 2017, the Physical Property Committee (PPC) opened four (4) sealed bids received of 14 requests were sent by the Physical Property Department for the annual testing of Trust Property fire alarm monitoring systems and maintaining service for monitoring the alarms for the Clubhouses. The bids are as follows:

Bidder	Total Bid 2017	Total Bid 2018	Total Bid 2019	Total 3 Years
Nationwide Fire	\$6,890	\$6,890	\$6,890	\$20,670
Western States Fire	\$9,464	\$10,264	\$9,464	\$29,192
Brethren Fire	\$33,200	\$28,950	\$28,950	\$91,000
Fire Safety First	\$37,760	\$33,510	\$33,510	\$104,780

After review and consideration of the four bids received, the PPC unanimously agreed to accept the 3-year service proposal from Nationwide Fire Protection (Exhibit A in the agenda packet), in the total amount of \$20,670.00, which will cover years 2017-2019, and forward to the Finance Committee for funding review, then to the Board for final approval.

At its regularly scheduled meeting on January 17, 2017, the Finance Committee reviewed available funding from the Operational budget for this project and unanimously resolved to approve the availability of Operational funds within the 2017 budget for the 3-year service proposal from Nationwide Fire Protection (Exhibit A in agenda packet) in the total amount of \$20,670.00, which will cover years 2017-2019.

Ms. Rapp MOVED, seconded by Mrs. Reed and carried unanimously by the Board members present-

TO award a contract to Nationwide Fire Protection, for a 3-year service proposal from Nationwide Fire Protection (Exhibit A in the agenda packet), in the total amount of \$20,670.00, which will cover years 2017-2019, and authorize the President to sign the contract.

Recreation CommitteeTrust Property Use, Girl Scout Cookie Sales

At its regularly scheduled meeting on January 11, 2017, the Recreation Committee (RC) reviewed a request from a local Seal Beach Girl Scouts Troop on the possibility of allowing the troop to sell Girl Scout cookies within the Community. During Committee deliberation, it was noted GRF has policy restricting such practice; however, variance has been granted to policy to allow the food services provided upon Trust Property.

It was of the general consensus of the Committee that the sales of cookies, by a local Seal Beach Girl Scout Troop, would be commendable and duly moved and approved to recommend to the Board the grant of a policy variance to allow the local Seal Beach Girl Scout Troop to sell cookies upon Trust Property, with limitations and restrictions established by the Executive Director and Recreation Manager. The Executive Director and Recreation Manager recommend to the Board the following Trust Property use restrictions:

- The Girl Scout Troop leader shall contact the Recreation Manager to reserve a date and time to sell the cookies
- Only the designated locations of Clubhouse 3 and 6 will be used (Exhibit A in agenda packet)
- Troop may sell the cookies, but may not solicit Shareholder/Members or their guest
- Troop shall be required to sign a use and indemnity agreement
- No less than two (2) adult chaperons must be present
- No Girl Scout may use a community restroom without an Adult Troop chaperon present
- Troop is responsible for all tables, setup and break down
- Troop must provide the Recreation Manager the names of all vehicle drivers for community access
- The Recreation Manager or the designated staff member shall have final authority over the amount of space being used, set up materials/signage and reserves the right to request the Troop to leave the community for failure to comply with reasonable requests in the use of Trust property.

Mrs. Perrotti MOVED, seconded by Mr. Moore-

TO approve the use of Trust Property, as noted in Exhibit A in the agenda packet, by the local Seal Beach Girl Scout Troop, per the terms and conditions as noted within this Board Action Request, dated January 12, 2017.

Ten Directors and the Executive Director spoke on the motion.

Mr. Lukoff moved, seconded by Mrs. Greer, and carried unanimously by the Board members present-

TO call the question.

Voice roll call vote – Ayes: Fekjar, Greer, Hopewell, Hood, Lukoff, Moore, Perrotti, Rapp, Reed, Snowden L. Stone, R. Stone, Tran; Nay: Doderro; Present: Damoci.

The motion was carried with one no vote (Doderro) and one abstention (Damoci).

Trust Property Use, Monthly Used Vehicle Sales

At its regularly scheduled meeting of the Recreation Committee (RC) on January 11, 2017, the Committee reviewed the proposed event schedule for 2017. In review of the proposed schedule of events, it was of the general consensus of the Committee the proposed schedule did not offer adequate opportunities to allow Shareholder/Member to promote and sell their vehicles. It was noted that established policy is restrictive on the posting of "For Sale" signage and having a monthly used vehicle promotional area upon Trust property would be a general community benefit. It was the considered opinion of the Executive Director, Recreation Supervisor and interim Security Chief that the parking lot in front of the Administration building offers a central location, available space on weekends and is easily monitored. Proposed day and time: 4th Saturday of each month, 8am to 4pm. The Shareholder/Members would be allowed to display their vehicles for sale, including the use of a single for sale sign, not to exceed 18" x 24", within the designated location.

Mrs. Perrotti MOVED, seconded by Ms. Snowden -

TO approve the use of the Administration parking lot, within the area noted on Exhibit A in the agenda packet, on the 4th Saturday of each month, from 8am to 4pm, for the use of Shareholder/Members to display vehicles for sale and grant a variance to established policy to allow the display of a single for sale sign, not to exceed 18" x 24" on the vehicle, within the approved location, day and time.

Six members and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board members present.

CONTROLLER'S REPORT

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

EXECUTIVE DIRECTOR'S REPORT

The Executive Director spoke on results of the heavy rain; announced that beginning February 1, 2017, live firing will begin; stated that renovations to Clubhouse Four will be completed next month.

BOARD MEMBER COMMENTS

Thirteen Board members spoke on the proceedings of today's meeting.

ADJOURNMENT

The meeting was adjourned was at 11:41 a.m.

Joy Reed, Corporate Secretary
GRF Board of Directors
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Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: EXECUTIVE COMMITTEE
SUBJECT: NEW CAPITAL REQUEST: AUTOMATED EXTERNAL
DEFIBRILLATORS
DATE: FEBRUARY 14, 2017
CC: FILE

The Executive Committee (EC), at its regular scheduled meeting on February 10, 2017, reviewed a request for Automated External Defibrillators (AED's). The discussion included the benefits of having AED's, handling of health emergencies and use and maintenance of AED machines. The cost for material and labor is \$26,000.

Upon discussion, the EC unanimously agreed to improve the community by adding AED's to Clubhouses 1, 2, 3, 4, 6, Administration Building, Building 5, Library, Amphitheater and Security, in an amount not to exceed \$26,000, from Reserves, and forward this request to the Finance Committee for funding review, then to the Board for final approval.

At its February 21, 2017 meeting, the Finance Committee (FC) reviewed available funding and moved to approve funding for this capital purchase. Upon discussion, the FC amended the motion to add an additional unit for use in the Service Maintenance Department, increasing the Capital Funding request to \$28,000 and recommended approval by the Golden Rain Foundation Board of Directors.

I move to approve Capital Funding request, in an amount not to exceed \$28,000, for the purchase and installation of fourteen Physio-Control LIFEPAK CR Plus Automated External Defibrillators (AED) units, to be placed in all Clubhouses, the Administration Building, Building 5, the Library, the Amphitheater, the Security Department and the Service Maintenance Department.



LIFEPAK CR Plus Healthcare Package

Special Price \$1,815.00

Description [Product Info./Details](#)



Physio-Control LIFEPAK CR Plus - New units includes an 8-year warranty from Physio-Control.



RescueTrac AED Management - One Year of RescueTrac Premium AED Program Management, Medical Oversight, and RescueTrac Software License



Alarmed AED Wall Cabinet - Show your students and faculty that an AED is available with the AED wall cabinet.



LIFEPAK CR Plus Carrying Case - This carrying case, made specifically for the LIFEPAK CR Plus, will protect your AED and give you extra room to store accessories.



LIFEPAK CR Plus Charge Pak (2 Pad Sets) - The low-maintenance LIFEPAK CR Plus Charge-Pak comes with a battery and 2 sets of adult electrodes.



LIFEPAK CR Plus Pediatric Pads - Be prepared for every type of cardiac event with these pediatric pads. They are for use on children 55 lbs. and under.



Rescue Ready Kit - Red response kit pouch includes: (1) Pair of LG nitrile gloves, (1) CPR pocket mask w/O2 inlet, (1) Pair of shears, (1) chest hair razor, and (1) hand sanitizing alcohol wipe.



Physician's Prescription - The FDA requires that all AEDs have a physician's prescription.



AED Wall Sign - Show everyone in your facility that you have an AED available with this AED wall sign. It's perfect to install right above your AED Wall Cabinet.



AED Window Decal - Show everyone in your facility that you have an AED with this window decal from AED.com.



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: EXECUTIVE COMMITTEE
SUBJECT: RESCIND POLICIES 5031-30, ESCROWS; 1020-30, DOOR-TO-DOOR SOLICITATION; 5032-30, INDEMNIFICATION RESOLUTION; 5551-30, PARAMEDIC PROGRAM; 2004.01-30, CORRESPONDENCE AND 5102-30, QUORUM
DATE: FEBRUARY 14, 2017
CC: FILE

At its meeting on February 14, 2017, the Executive Committee reviewed policies within their purview and moved to recommend that the Golden Rain Foundation (GRF) Board of Directors rescind the policies.

I move that the GRF Board rescind Policies 5031-30, Escrows; 1020-30, Door-to-Door Solicitation; 5032-30, Indemnification Resolution; 5551-30, Paramedic Program; 2004.01-30, Correspondence and 5102-30, Quorum.

GOLDEN RAIN OPERATIONS

Escrows

RESCIND

Any officer of the Board may sign escrows on behalf of the Golden Rain Foundation.

Policy

Adopted: 19 Jul 66

**GOLDEN RAIN FOUNDATION
Seal Beach, California**

(Jul 66)

COMMUNITY OPERATIONS**Door-To-Door Solicitation****RESCIND**

Seal Beach Leisure World is a cooperative housing project consisting of approximately 6,500 units of apartments, and the Golden Rain Foundation under and pursuant to the terms of a trust is the owner of all the community facilities at Seal Beach Leisure World consisting of the streets, common sidewalks, clubhouses and ways of ingress and egress into said project; and Seal Beach Leisure World is subject to and is constantly harassed by peddlers and door-to-door solicitors who are upon said grounds without authority or permission; and it is the desire of this Board of Directors to remedy and correct said situation and to provide for an orderly arrangement concerning said solicitors, peddlers and bill passers.

Door-to-door solicitors, peddlers, agents, salesmen, poll takers, delivery personnel and any personnel and any person attempting to make a door-to-door communication, except as provided by law, with residents of Seal Beach Leisure World for any purpose, are prohibited from entering the Seal Beach Leisure World Project and are prohibited from using the common streets and common walkways subject to ownership by the Golden Rain Foundation and owned by the Golden Rain Foundation directly or pursuant to the terms of the trust under which said properties are held, except upon procuring the prior written approval of the Administrator of the Seal Beach Leisure World Project who is authorized to promulgate a procedure for said approvals and the promulgation of limitations upon said activity or conduct as he determines necessary in each instance.

Any person violating this resolution and entering said Project for said purposes without prior approval shall be ejected from said premises and is deemed a trespasser. This resolution does not authorize the use of force and violence by any Security Personnel at this Project for the removal of said person, said ejection to be by peaceful means or with the aid and assistance of the Police Department or Law Enforcement Agency properly deemed to be contacted.

Notice of said prohibition of said solicitation shall be posted at the entrances to the Seal Beach Leisure World Project

Resolution

Adopted: 21 Sept 71

(Apr 71)

GOLDEN RAIN FOUNDATION
Seal Beach, California

GOLDEN RAIN OPERATIONS**Indemnification Resolution****RESCIND****RESOLUTION:**

RESOLVED, that this corporation, in consideration of each of the directors of the corporation acting in the capacity of director, hereby agrees to and does indemnify each director of the corporation for any and all claims including, but not limited to, costs and attorney's fees imposed upon said director by reason of any act, action, or other manner of taking action as a director of this corporation

behalf of the corporation, done and made in good faith including, but not limited to, all costs and attorney's fees incident to the defense of said position whether rightly or wrongly performed, as long as the same was done in good faith on behalf of the corporation. The corporation agrees to indemnify each of the directors for said expenses or liabilities by reason of serving in the position of director of the corporation.

RESOLVED FURTHER, that this indemnification applies to any claim arising out of a director's alleged misfeasance or nonfeasance in the performance of his duties past, present or future, or out of any alleged wrongful act against the corporation or by the corporation, each and every such indemnity agreement specified by the adoption of this resolution is subject to any limitations thereof imposed by the Corporation Code of the State of California or any other law applicable to the corporation limiting such indemnity on behalf of the corporation to a director of the corporation.

Resolution

Adopted: 17 Feb 76

(Feb 76)

GOLDEN RAIN FOUNDATION
Seal Beach, California

GOLDEN RAIN OPERATIONS**Board Internal Operations****RESCIND****Paramedic Program**

The City of Seal Beach has a paramedic program in the city and within the confines of Seal Beach Leisure World. Under contract between Golden Rain Foundation and Los Alamitos Medical Center (LAMC), medical services are provided within the confines of Leisure World to those seeking such services. The parameters for the operation of the paramedic program within Seal Beach Leisure World are:

1. That the Golden Rain Foundation hereby grants to members of the Seal Beach Fire Department Paramedic Unit access and permission to enter the confines of Seal Beach Leisure World when called by a resident, invitee, or employee of Seal Beach Leisure World. Such entry shall only be upon request of a resident, invitee, or employee of Seal Beach Leisure World or on request of someone acting on behalf of such person. In the event of a significant emergency situation or disaster, the City paramedic unit may respond on its own initiative.
2. That it is intended by the parties hereto, that residents in need of medical attention should not call upon both the on-site Health Care Center leased and managed by LAMC, and at the same time, the paramedic services offered by the City. Each party shall attempt to communicate to residents of Seal Beach Leisure World the request that only one such agency should be called.
3. In the event a request for medical aid is made by a resident of Seal Beach Leisure World who is in need of medical attention, and both the paramedic service of the City and the on-site Health Care Center team should, for whatever reason, arrive upon the scene of any medical emergency, and the patient is able to indicate his or her desire as to whom should care for such patient, the decision of the patient shall be final. If the patient is unable to make such a decision, it is agreed between the parties hereto that the medical team having initiated emergency treatment shall proceed to a conclusion of such service without any interruption or interference by the other party.
4. In consideration of the terms and provisions herein contained and by the permitting of the City to enter into the project for the administration of paramedic service, the City does hereby assume all risk of loss, claim of injury or damage to person or property by reason of its acts or actions and agrees to and does hereby agree to defend and indemnify the Golden Rain Foundation from all such claims for loss, damage or injury sustained by any person whomever, whether caused by the negligence of the City, or its agents or employees if such claim has arisen out of any emergency medical care or treatment in which the City, by and through its paramedic service, participated.

(Mar 77)

GOLDEN RAIN OPERATIONS**Board Internal Operations****RESCIND****Paramedic Program**

5. The City and the Foundation each agree that they will attempt to publicize the program of the paramedic service and desire of both agencies that only one such agency be called in any given situation.

Policy**GOLDEN RAIN FOUNDATION**

(Mar 77)

GOLDEN RAIN OPERATIONS

Board Internal Operations

RESCIND

Paramedic Program

Adopted: 30 Mar 77

Seal Beach, California

(Mar 77)

ADMINISTRATION**Correspondence****RESCIND**

Maintaining effective communication requires that all correspondence receives an appropriate answer as soon as it is possible to obtain the information for an answer.

Normally, written communication calls for a written response. However, the subject matter and the import of the communication may suggest that another type of response is more appropriate.

All administrative and supervisory staff needs to exercise reasonable judgment in determining the proper response. The responsibility for answering any communication applies equally to inquiries addressed directly to the department or referred to the department from one of the Board or another administrative office.

Regulation
Approved: 03 Oct 79

Executive Director
Golden Rain Foundation

(Oct 79)

GOLDEN RAIN OPERATIONS

COMMITTEE FUNCTIONS

RESCIND

Quorum

Half of the members of a committee constitute a quorum and must be present at any regularly scheduled meeting in order to transact the business of the committee.

Policy
Adopted: 08 Sept 81

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Sept 81)

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Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: APPROVE JANUARY FINANCIAL STATEMENTS
DATE: FEBRUARY 21, 2017
CC: FILE

At the regular meeting of the Finance Committee on January 17, 2017, the Committee duly moved to recommend to the Golden Rain Foundation Board of Directors acceptance of the January 2017 Financial Statements for audit.

Our Director of Finance, Carolyn Miller will give a recap of the January 2017 Financial Statements. At the end of the report, a motion will be made to accept the January 2017 Financial Statements for audit.

I move that the GRF Board of Directors accept the January 2017 Financial Statements for audit.

Financial Recap – January 2017

As of the one-month period ended January 2017, the draft financial reports indicate that GRF is in a favorable financial position with a surplus of \$133,999.

Major variances are:

Salaries & Wages	42,682	Vacancies of key positions in Phys Prop. & Service Maintenance.
Employment Taxes & Benefits	24,443	P/R Taxes \$14K; Workers' Comp \$3K; Group Ins \$5K
Temporary Agency Fees	(3,131)	Temps used to fill key vacant positions
Supplies	13,640	Less expenditures than budget
Professional Fees	14,620	No expenses in January
Facilities Maintenance	24,827	Overall low maintenance expenses in January
Other Income	(12,395)	Guest passes (\$10K) due to Mutual policy changes
SRO Labor Cost Recovery	32,041	Excess labor recovery over budget

Reserve Funds	Fund Balance	Allocated For 2017 Projects	Allocated For Future Projects	For details, see page
Repairs & Replacements	\$8,465,937	\$1,882,997	\$6,582,940	9

Capital Funds	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Improvements	\$1,057,077	\$563,144	\$493,933	11

P.O. Box 2069
Seal Beach CA 90740

Description			
	Current Assets:		
1122000	Cash & cash equivalents	248,062	
	Non-Restricted Funds	551,488	
	Receivables	452,515	
	Prepaid expenses	384,929	
	Inventory of maintenance supplies	<u>367,367</u>	
	Total Current Assets		2,004,361
	Designated deposits		
1211000	Contingency Operating Fund	500,000	
	Reserve Fund	8,465,937	
1212500	Capital Improvement Fund-GRF	1,057,077	
1213000	Liability Deductible & Hazard Fund	<u>204,003</u>	
	Total designated deposits		10,227,016
	Notes Receivable		
1411000	Notes Receivable	<u>28,960</u>	
	Total Notes Receivable		28,960
	Fixed Assets		
	Land, Building, Furniture & Equipment	30,610,027	
	Less: Accumulated Dep'n	<u>(21,677,738)</u>	
	Net Fixed Assets		8,932,289
	Other Assets		
	Premium on Municipal Bonds		<u>10,005</u>
	Total Assets		<u><u>21,202,632</u></u>

P.O. Box 2069
Seal Beach CA 90740

Description			
Liabilities & Equity			
Current Liabilities:			
	Accounts payable	465,887	
	Project Commitments	973,572	
	Accrued payroll & payroll taxes	637,402	
	Accrued expenses	336,513	
	Accrued property taxes	105,392	
	Total Current Liabilities	2,518,766	
	Total Liabilities		2,518,766
Equity			
Mutuals' Beneficial Interest			
3211000	Contingency Operating Reserve Equity	500,000	
3212000	Reserve Equity	7,542,590	
3394000	Capital Fund Equity	1,006,851	
3310000	Beneficial Interest in Trust	4,602,614	
	Total Mutuals' Beneficial Interest		13,652,055
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	4,867,355	
	Total Paid-in-Capital		6,477,155
Excess Income			
	Current Year	(20,332)	
3910000	Excess Income / (Expense) YTD	325,452	
	Total Excess Income		305,120
3920000	Dep'n & Amortization		(1,750,464)
	Net Stockholders' Equity		18,683,866
	Total Liabilities & Stockholders' Equity		21,202,632

**Golden Rain Foundation
Cash Flow Activity - All Reserves
For the Month of January 2017**

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Liability Insurance Fund	Nonrestricted Funds	Total
Balance 12/31/2016	500,000	8,427,893	1,010,389	204,003	279,851	10,422,136
Funded: Assessments		95,837				95,837
Funded: Membership Fees collected (46)		59,725	59,725			119,450
Funded: M17 Lease Fees collected (11)		1,914	1,914			3,828
Funded: Interest on Funds		451				451
Progress Payments on CIP						-
Expenditures		(119,883)	(14,952)			(134,835)
Commitments						-
Replenish funds for Donated Assets						-
Net Monthly Claims						-
Disbursement to Mutuals						-
Transfers between funds						-
Interest Income Allocation						-
Net Monthly Activity					271,637	271,637
Balance 1/31/2017	500,000	8,465,937	1,057,077	204,003	551,488	10,778,505
 Net Activity	 -	 38,044	 46,687	 -	 271,637	 356,368

Golden Rain Foundation
Quick Balance Sheet Analysis
For the Period Ended January 31, 2017

SELECTED BALANCE SHEET ITEMS

	Current Balance	Prior Month	Increase (Decrease)
Cash In Bank	248,062	308,091	(60,029)
Current Assets	12,231,377	12,099,820	131,557
Current Liabilities	2,518,766	2,584,506	(65,740)
Current Ratio	4.86	4.68	
Designated Deposits:	10,778,505	10,422,136	356,369
Reservet Fund			
Liability & Disaster Insurance Fund			
Capital Improvement Fund			
Contingency Operating Fund			
General Operating Fund			
Other Restricted Fund			

RESULT OF OPERATIONS

Current Month	Actual	Budget	Variance	%
Income	1,254,279	1,259,224	(4,945)	(0.39)
Expense	1,190,324	1,329,268	138,944	10.45
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	63,955	(70,044)	133,999	
Year To Date	Actual	Budget	Variance	%
Income	1,254,279	1,259,224	(4,945)	(0.39)
Expense	1,190,324	1,329,268	138,944	10.45
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	63,955	(70,044)	133,999	

Full Time Equivalents		
For the Month	Average YTD	Planned - 2017
153.80	153.80	161.92

2017 Reserve Expenditures

Cost Center	Description	2017	Prior	Current	Other	Total	Prior	YTD EXPENDITURES		TTD	2017
		Reserve Study	Approved	Approved	Adjustments	Projects	Expenditures	Jan	Total	Expenditures	Allocated Funds
30	Replacement of AC Unit - Admin. Building (774-16)	-	6,200	-	-	6,200	5,580	620	620	6,200	-
34	St. Andrews & North Gate Server Replacements (Incl. 10% contingency) (2016 RS not started)	-	3,300	-	-	3,300	-	-	-	-	3,300
35	Replace Interior Light Fixtures (2016 RS not started)	-	3,584	-	-	3,584	-	-	-	-	3,584
37	Replace Lighting Signage (2016 RS not started)	-	20,478	-	-	20,478	-	-	-	-	20,478
48	Paint Exterior Flatwork (2016 RS not started)	-	4,505	-	-	4,505	-	-	-	-	4,505
48	Replace Water Storage Tanks (2016 RS not started)	-	12,287	-	-	12,287	-	-	-	-	12,287
48	Replace Solar Panels (2016 RS not started)	-	28,055	-	-	28,055	-	-	-	-	28,055
52	Sewer Pump Replacement (776-16)	-	125,562	-	-	125,562	31,669	-	-	31,669	93,893
52	Clubhouse Upgrades	400,000	-	-	-	-	-	-	-	-	-
53	Paint Wood Siding & Trim (2016 RS not started)	-	14,130	-	-	14,130	-	-	-	-	14,130
53	Paint Interior Flatwork (2016 RS not started)	-	25,393	-	-	25,393	-	-	-	-	25,393
54	Replace New Water Heater (2016 RS not started)	-	4,352	-	-	4,352	-	-	-	-	4,352
54	Clubhouse Upgrades (773-16)	-	198,703	-	-	198,703	46,548	-	-	46,548	152,155
56	Paint Exterior Ironwork (2016 RS not started)	-	3,840	-	-	3,840	-	-	-	-	3,840
56	Paint Exterior Flatwork (2016 RS not started)	-	10,239	-	-	10,239	-	-	-	-	10,239
56	Replace heat pump #1 (779-16)	-	6,375	-	-	6,375	6,088	-	-	6,088	288
74	Paint Exterior Flatwork (2016 RS not started)	-	11,724	-	-	11,724	-	-	-	-	11,724
74	Replacement of Wood Shop equipment & Electrical panel (799-16)	-	42,000	-	-	42,000	12,639	10,281	10,281	22,919	19,081
74	Storage Improvements- work benches, storage racks, cabinets	-	-	15,000	-	15,000	-	-	-	-	15,000
79	Repair Concrete and Wood Shoreline at Pond (2016 RS not started)	-	2,560	-	-	2,560	-	-	-	-	2,560
79	Refurbish Golf Course Greens (2016 RS not started)	-	10,239	-	-	10,239	-	-	-	-	10,239
79	Community Landscape Remodel (2016 RS not started)	-	10,239	-	-	10,239	-	-	-	-	10,239
79	Community Concrete Flatwork (2016 RS not started)	-	25,598	-	-	25,598	-	-	-	-	25,598
79	Community Asphalt Seal Coat- Parking Lots (2016 RS not started)	-	38,038	-	-	38,038	-	-	-	-	38,038
79	Community Asphalt Seal Coat-Street Phase 4 (2016 RS not started)	-	51,195	-	-	51,195	-	-	-	-	51,195
79	Main Gate Beautification - Globe (730-15B)	-	163,270	-	-	163,270	163,270	-	-	163,270	-
79	Globe - Replacement of Continents (730-15B)	-	201,000	-	-	201,000	155,387	-	-	155,387	45,613
79	Perimeter wall sections B (591-01B-B) (Completed as 1/12/17)	-	350,000	-	(194,247)	155,753	155,753	-	-	155,753	-
79	Perimeter wall sections A (591-01B-A) (Completed as 1/12/17)	-	494,000	-	(15,770)	478,230	478,230	-	-	478,230	-
79	Perimeter wall sections J & K (591-01B-JK)	-	542,289	-	-	542,289	78,323	-	-	78,323	463,966
79	St. Andrews Gate Improvements (723-14)	-	50,000	-	-	50,000	9,978	-	-	9,978	40,023
79	Perimeter wall sections L & M (591-01B-LM)	-	900,000	-	-	900,000	628,042	108,983	108,983	737,025	162,975
79	Landscape Replacement- Admin./HCC Palm Island, J Island, Pump Island (794-16)	-	10,249	-	-	10,249	-	-	-	-	10,249
79	Street Paving Project- Phase one (Cedar Crest, Knollwood, Fairfield/Prestwick, Shawnee...)	600,000	600,000	-	-	600,000	-	-	-	-	600,000
79	Main Gate Entrance	300,000	-	-	-	-	-	-	-	-	-
Total Planned Reserve Expenditures		1,300,000	3,969,404	15,000	(210,017)	3,774,387	1,771,507	119,883	119,883	1,891,390	1,882,997

2017 Capital Plan

Center	Description	Prior Approved	2017	Additional Approved	Other Adjustments	Total Projects	Prior Expenditures	YTD EXPENDITURES		TTD Expenditures	Allocated Funds
			Budget					Jan	Total		
32	Barcode label printer	1,000				1,000	-	-	-	-	1,000
32	Purchasing Office Improvements (805-17)	-		20,600		20,600	-	-	-	-	20,600
34	CH4 Technology Enhancements (773-16T)	44,000				44,000	-	7,914	7,914	7,914	36,086
34	Axxerion/Jenark System (5000-14J-A)	250,017				250,017	240,661	1,763	1,763	242,424	7,593
34	Surveillance Cameras	13,000				13,000	63	-	-	63	12,937
34	Visual Display Solutions	22,000				22,000	-	-	-	-	22,000
37	Sound Proofing Panels @ Main Gate Lobby	2,000				2,000	-	-	-	-	2,000
52	Develop redesign CH2 Outdoor Multi-Use Area (785-16)	13,750				13,750	-	-	-	-	13,750
52	Clubhouse Interior Improvements	-	250,000			250,000	-	-	-	-	250,000
54	Clubhouse Upgrades (773-16)	22,150				22,150	4,189	2,550	2,550	6,739	15,411
55	Building 5 first floor remodel (765-16)	1,600				1,600	650	-	-	650	950
55	Conference Room B Remodel (772-16)	39,058				39,058	39,058	-	-	39,058	-
55	Relocate Recreation Offices	-	30,000			30,000	-	-	-	-	30,000
55	Add Purchasing Sales Center	-	25,000			25,000	-	-	-	-	25,000
56	Install Air Walls	-	25,000			25,000	-	-	-	-	25,000
79	Landscape CH3 Library Patio	6,000				6,000	-	-	-	-	6,000
79	Resales Office Remodel (725-14)	70,000				70,000	54,652	-	-	54,652	15,348
79	Pedestrian Gate at Northwood Road	28,143				28,143	-	-	-	-	28,143
79	Main Gate Landscape Architect (790-16)	8,000				8,000	-	-	-	-	8,000
79	Sidewalk addition at Medical Center Building to Conference RM B (784-16)	30,000				30,000	24,525	2,725	2,725	27,250	2,750
79	Red Curb Review Study (796-16)	9,720				9,720	-	-	-	-	9,720
79	Nassau Drive Landscaping (797-16)	6,450				6,450	-	-	-	-	6,450
79	Landscape Replacement- South Side Hill at Amphitheater/ HCC (795-16)	3,206				3,206	-	-	-	-	3,206
79	Concrete Replacement and Lanscaping at South end of Building 5 (793-16)	16,500				16,500	14,500	-	-	14,500	2,000
79	Upgrade 1.8 Area for Rolling Thunder Golf Cart Club	-		19,200		19,200	-	-	-	-	19,200
Total Planned Capital Acquisitions		586,594	330,000	39,800	-	956,394	378,298	14,952	14,952	393,250	563,144



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: RESCIND POLICIES: 2283-31, RETURNED CHECKS; 2290-31, CABLE TELEVISION SERVICE COLLECTION; 2243-31, CAPITAL PROJECTS; 2261-31 VERIFICATION OF EXPENSE REPORTS; 3210-31, RETURNED CHECKS; 5524-31 AND 5524.01-31, NON-CURRENT RECEIVABLES AND PAYABLES; 5527-31 REPURCHASE AGREEMENTS
DATE: FEBRUARY 21, 2017
CC: FILE

At the Finance Committee Work Study on Friday, February 17, 2017, policies within the purview of the Finance Committee (Exhibit A) were reviewed and it was the consensus of the Finance Committee Work Study to recommend to the Finance Committee to rescind several policies.

At the regular scheduled meeting of the Finance Committee held on February 21, 2017, the Committee approved rescinding the specific policies listed below and to recommend to the GRF Board to approve rescinding these policies:

- 2283-31, Returned checks
- 2290-31, Cable Television Service Collection
- 2243-31, Capital Projects
- 2261-31, Verification of Expense Reports
- 3210-31, Returned Checks
- 5524-31 and 5524.01-31, Non-Current Receivables and Payables
- 5527-31 Repurchase Agreements

I move to approve to rescind Policies 2283-31, Returned Checks; 2290-31, Cable Television Service Collection; 2243-31, Capital Projects; 2261-31 Verification of Expense Reports; 3210-31, Returned Checks; 5524-31 and 5524.01-31, Non-Current Receivables and Payables; and 5527-31, Repurchase Agreements.

STAFF OPERATIONS**RESCIND****FISCAL AND ACCOUNTING SERVICES****Returned Checks**

Returned checks for payment of Mutual and Foundation accounts increase the cost of handling. In order to recover this cost to the Foundation, a returned check charge of \$5.00, effective January 1, 1984.

The Executive Director is authorized to increase this charge in direct proportion to the current costs of processing these items.

Policy

Adopted: 20 Sept 83

Effective: 01 Jan 84

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Jan 84)

ADMINISTRATION

FISCAL AND ACCOUNTING

RESCINDCable Television Service Collection

Pursuant to the terms of the Cable Television Service Agreement and Addendum between Comcast Cablevision (Comcast) and the Golden Rain Foundation (GRF), dated July 27, 1992, and October 15, 1992, the GRF will be responsible for billing and collection of Valuevision Plus charges, applicable taxes and fees, one additional outlet, except for a converter box, contracted for by individual resident subscribers, effective January 1, 1993.

GRF will be responsible for payment of cable services to Comcast with reimbursement made by the resident subscribers through payments billed on the GRF monthly coupons under the "Voluntary Charges" category. The cost of the cable service will be governed by the contract between Comcast and GRF. The following outlines the collection procedures:

1. New payment coupons will be generated throughout the year to include subscriber additions, changes or deletions. If a lower or higher rate is assessed mid-year under the terms of the contract, new coupons will not be issued. If the rate is lowered mid-year, GRF will book the difference as income. Any costs resulting from the increased rates will be absorbed by GRF. The GRF Board may exercise the option to institute mid-year changes to payment coupons if it is determined to be cost effective. A complete new set of coupons for all subscribers will be distributed only if such an expense is approved by the Board.
2. Comcast will have complete responsibility for obtaining authorization from all new resident subscribers to charge for its services through the GRF billing system by having new subscribers sign a GRF/Comcast Cable Service Agreement.
3. Any billing adjustments for service problems will be at the sole discretion of Comcast. Service disputes will be handled between Comcast and the subscriber.
4. Charges for any service other than for basic Valuevision Plus service, an additional outlet, or any adjustments other than to the basic monthly service charge will be billed directly to the subscriber by Comcast.
5. Comcast will submit a bulk rate billing to GRF by the 20th of the month for all charges effective on the first day of the following month. An alphabetical listing of subscribers and the charges to support the billing will be attached to the bulk rate billing. The billing will be for a full month's service; partial billings will not be processed.
6. The Accounting Department will verify that each subscriber being billed has been set up for billing on the monthly coupons as follows:

(May 93)

ADMINISTRATION**FISCAL AND ACCOUNTING****Cable Television Service Collection**

- a. Comcast is responsible for submitting all subscriber additions, deletions, and changes to subscription services by the 20th of the month prior to the billing month applicable.
 - b. Changes to the bulk rate billing received by the Accounting Department after the 20th of the month, will be deleted from the bulk rate billing. Comcast will be responsible for billing the subscriber directly for any charges for which notification was not received by the Accounting Department in a timely manner.
- 7. GRF will guarantee payment for a minimum of 2,000 subscribers at an initial monthly rate of \$12.95 for Valuevision Plus as well as applicable taxes and fees.
- 8. Monthly payments from the subscriber will be applied to Comcast charges first with the balance being applied toward the Mutual carrying charges. Nonpayment of cable charges by a subscriber may affect the resident's carrying charge account.
- 9. Termination of service will be initiated by GRF if the subscriber becomes past due on cable service charges. If an account becomes 20 days past due, the subscriber will be sent a late letter at the conclusion of the following ten-day payment coupon cycle. At the conclusion of the next following ten-day payment coupon cycle, a notice of GRF's intention to terminate service will be mailed. Ten days after such notice, GRF will notify Comcast to terminate service.
- 10. Bad debts will be the responsibility of GRF.
- 11. When a resident subscriber's share of stock is sold, cable service will be automatically terminated when the Accounting Department is notified of close of escrow by the Stock Transfer Office.
- 12. The Stock Transfer Office will notify the Accounting Department if a unit known to have cable service becomes vacant because of a death. Upon this notification, the Accounting Department will order termination of service.
- 13. Any unpaid balances owed GRF for cable service will be collected from escrow at the time the resident subscriber's share of stock is sold.

(May 93)

ADMINISTRATION**FISCAL AND ACCOUNTING****Cable Television Service Collection**

A trial balance will be maintained by the Accounting Department and a monthly adjustment report, charge report, and payment report will be printed to detail transactions affecting the trial balance.

Policy
Adopted: 05 May 93

GOLDEN RAIN FOUNDATION
Seal Beach, California

(May 93)

ADMINISTRATION**RESCIND****FISCAL AND ACCOUNTING SERVICES****Capital Projects**

The Controller is responsible to report monthly with the regular financial statements the status of all capital improvement projects and equipment purchases.

The report will contain the following information:

1. Furniture and fixtures approved administratively will be reported separately.
2. Equipment and minor projects approved by the Board will be separately stated from major projects.
3. Major projects will be reported individually specifying
 - a. Board allocation
 - b. Encumbrances
 - c. Amount expended to date
 - d. Budget allocation not encumbered.
4. Separate statements will be made monthly reflecting total capital funds available less encumbrances with the balance showing the amount of capital not committed.

Regulation

Approved: 17 Jul 73

Revised: 07 Jul 09

**Dan Schaeffer, Executive Director
Golden Rain Foundation**

(Jul 09)

ADMINISTRATION**RESCIND****FISCAL AND ACCOUNTING SERVICES****Verification of Expense Reports**

The Controller's Office will be responsible for an audit of expense claims of staff using personal vehicles on Foundation business to ensure compliance with established policy and conformity with I.R.S. regulations.

Submitted claims will include details as to date, mileage, local address or city, purpose, company name and person contacted for each trip or call.

All charges, except mileage, should be accompanied by a receipt.

Golden Rain Foundation Expense and Travel Record Form is to be used for reporting required information.

Regulation

Approved: 21 Apr 73
Revised: 07 Mar 85
Revised: 24 Aug 00
Revised: 08 Jul 09

**Executive Director
Golden Rain Foundation**

(Jul 09)

STAFF OPERATIONS**RESCIND****CONTROLLER AND ACCOUNTING DEPARTMENT****Returned Checks**

Returned checks for payment of Mutual and Foundation accounts increase the cost of handling. In order to recover this cost to the Foundation, a returned check charge of \$5.00 is authorized effective January 1, 1984.

The Administrator is authorized to increase this charge in direct proportion to the current costs of processing these items.

Policy

Adopted: 20 Sept 83 (effective 01 Jan 84)

**Golden Rain Foundation
Seal Beach, California**

GOLDEN RAIN OPERATIONS**RESCIND****BOARD INTERNAL OPERATIONS**Noncurrent Receivables and Payables

RESOLUTION:

WHEREAS, this corporation has acted as agent for each of the Mutual Corporations constituting and composing Seal Beach Leisure World, a cooperative housing projects situated at Seal Beach, California; and

WHEREAS, this corporation acts as Trustee under and pursuant to the terms of a written trust between this corporation and each of the Seal Beach Mutual Corporations numbers One through Sixteen (except there is no Mutual No. Thirteen); and

WHERE AS, this corporation has carried upon its books indebtednesses of the Mutual Corporations accumulating over a period of years from deficiencies in operation, organizational and legal expenses in the inception of the projects; and

WHEREAS, by audit determined by Price Waterhouse Co. there is due from

SEAL BEACH MUTUAL NO. ONE	the sum of \$94,351.00*
SEAL BEACH MUTUAL NO. TWO	the sum of \$75,717.00
SEAL BEACH MUTUAL NO. THREE	the sum of \$36,281.00
SEAL BEACH MUTUAL NO. FOUR	the sum of \$35,435.00
SEAL BEACH MUTUAL NO. FIVE	the sum of \$50,226.00
SEAL BEACH MUTUAL NO. SIX	the sum of \$31,870.00
SEAL BEACH MUTUAL NO. FIFTEEN	the sum of \$70,478.59
SEAL BEACH MUTUAL NO. SIXTEEN	the sum of \$947.00; and

WHEREAS, in the computation of said expenses and the contributions made on behalf of the Mutual Corporations towards said expenses, and in taking said account it was further determined that this corporation was indebted to

SEAL BEACH MUTUAL NO. SEVEN	the sum of \$3,781.00
SEAL BEACH MUTUAL NO. EIGHT	the sum of \$7,035.00
SEAL BEACH MUTUAL NO. NINE	the sum of \$12,945.00
SEAL BEACH MUTUAL NO. TEN	the sum of \$26,514.00
SEAL BEACH MUTUAL NO. ELEVEN	the sum of \$21,624.00
SEAL BEACH MUTUAL NO. TWELVE	the sum of \$51,760.00
SEAL BEACH MUTUAL NO. FOURTEEN	the sum of \$27,315.00; and

*Less pre-payment of \$10,715=\$83,636

GOLDEN RAIN OPERATIONS**BOARD INTERNAL OPERATIONS****Noncurrent Receivables and Payables**

WHEREAS, it is the desire of certain of said Mutuals to finally terminate and settle said account as between themselves; and

NOW, THEREFORE, BE IT RESOLVED, that this corporation agrees to accept from the Mutual Corporations payment in installments of the indebtednesses hereinabove set forth in the amounts set forth by those Seal Beach Mutual Corporations indebted to the Golden Rain Foundation of one-half of any excess budgeted funds due to be paid to and returned to said Mutual Corporations at the end of each calendar year commencing in the year 1971, but not to exceed 1/30th of the total indebtedness during any given year, in the following sums as to each of said Mutuals:

SEAL BEACH MUTUAL NO. ONE	the sum of	\$2,987.00**
SEAL BEACH MUTUAL NO. TWO	the sum of	\$2,523.90
SEAL BEACH MUTUAL NO. THREE	the sum of	\$1,209.37
SEAL BEACH MUTUAL NO. FOUR	the sum of	\$1,181.17
SEAL BEACH MUTUAL NO. FIVE	the sum of	\$1,674.20
SEAL BEACH MUTUAL NO. SIX	the sum of	\$1,062.33
SEAL BEACH MUTUAL NO. FIFTEEN	the sum of	\$2,349.26
SEAL BEACH MUTUAL NO. SIXTEEN	the sum of	\$31.57

RESOLVED FURTHER, that those corporations to which this corporation is indebted have agreed to accept payment from this corporation in each year in the following sums:

SEAL BEACH MUTUAL NO. SEVEN	the sum of	\$126.03
SEAL BEACH MUTUAL NO. EIGHT	the sum of	\$234.50
SEAL BEACH MUTUAL NO. NINE	the sum of	\$431.50
SEAL BEACH MUTUAL NO. TEN	the sum of	\$883.80
SEAL BEACH MUTUAL NO. ELEVEN	the sum of	\$720.80
SEAL BEACH MUTUAL NO. TWELVE	the sum of	\$1,725.33
SEAL BEACH MUTUAL NO. FOURTEEN	the sum of	\$910.50

**for 28 years beginning 1973

RESOLVED FURTHER, that this corporation agrees that said debt shall be paid and shall not bear interest, further that the Seal Beach Mutual Corporations to which this corporation is indebted as hereinabove enumerated have agreed to accept payment of the indebtedness of this corporation without interest.

GOLDEN RAIN OPERATIONS**BOARD INTERNAL OPERATIONS****Noncurrent Receivables and Payables**

RESOLVED FURTHER, that each of said payments shall be determined and made at the time of final determination in each calendar year of the excess budgeted sums for the Mutual Corporations and one the date of payment of said sums in each calendar year for the preceding calendar year, but not later than the 1st day of July in each calendar year for the preceding year.

RESOLVED FURTHER, that the President and Secretary of this corporation are authorized to execute an agreement between the Mutual Corporations hereinabove enumerated and this corporation to implement and carry out the terms and provisions of this resolution.

(See Policy 5524.1 for Mutual Adoption Dates)

Resolution

Adopted: 16 Nov 71

GOLDEN RAIN FOUNDATION
Seal Beach, California

GOLDEN RAIN OPERATIONS**RESCIND****BOARD INTERNAL OPERATIONS**Noncurrent Receivables and Payables**RESOLUTION:**

WHEREAS, this corporation has acted as agent for each of the Mutual Corporations constituting and composing Seal Beach Leisure World, a cooperative housing projects situated at Seal Beach, California; and

WHEREAS, this corporation acts as Trustee under and pursuant to the terms of a written trust between this corporation and each of the Seal Beach Mutual Corporations numbers One through Sixteen (except there is no Mutual No. Thirteen); and

WHERE AS, this corporation has carried upon its books indebtednesses of the Mutual Corporations accumulating over a period of years from deficiencies in operation, organizational and legal expenses in the inception of the projects; and

WHEREAS, by audit determined by Price Waterhouse Co. there is due from

SEAL BEACH MUTUAL NO. ONE	the sum of \$94,351.00*
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SEAL BEACH MUTUAL NO. FIFTEEN	the sum of \$70,478.59
SEAL BEACH MUTUAL NO. SIXTEEN	the sum of \$947.00; and

WHEREAS, in the computation of said expenses and the contributions made on behalf of the Mutual Corporations towards said expenses, and in taking said account it was further determined that this corporation was indebted to

SEAL BEACH MUTUAL NO. SEVEN	the sum of \$3,781.00
SEAL BEACH MUTUAL NO. EIGHT	the sum of \$7,035.00
SEAL BEACH MUTUAL NO. NINE	the sum of \$12,945.00
SEAL BEACH MUTUAL NO. TEN	the sum of \$26,514.00
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SEAL BEACH MUTUAL NO. TWELVE	the sum of \$51,760.00
SEAL BEACH MUTUAL NO. FOURTEEN	the sum of \$27,315.00; and

*Less pre-payment of \$10,715=\$83,636

(Mar 73)

GOLDEN RAIN OPERATIONS**BOARD INTERNAL OPERATIONS****Noncurrent Receivables and Payables****Mutual Adoption Dates**

Mutual No. One	15 Mar 73
Mutual No. Two	18 Nov 71
Mutual No. Three	20 Dec 71
Mutual No. Four	03 Jan 72
Mutual No. Five	17 Nov 71
Mutual No. Six	17 Dec 71
Mutual No. Seven	19 Nov 71
Mutual No. Eight	22 Nov 71
Mutual No. Nine	14 Dec 71
Mutual No. Ten	14 Dec 71
Mutual No. Eleven	30 Nov 71
Mutual No. Twelve	09 Dec 71
Mutual No. Fourteen	10 Dec 71
Mutual No. Fifteen	20 Dec 71
Mutual No. Sixteen	13 Jan 72

Revised: 15 Mar 73

(Mar 73)

GOLDEN RAIN OPERATIONS**RESCIND****BOARD INTERNAL OPERATIONS**Repurchase Agreement**RESOLUTION:**

RESOLVED, that this corporation establish a Repurchase Agreement account or accounts with the selected Bank and that the President and Secretary of this corporation are hereby authorized to establish such accounts upon such terms as may be agreed upon with Bank, and that the following persons:

President, Golden Rain Foundation
Treasurer, Golden Rain Foundation
Executive Director
Controller
Senior Accountant

be and they are authorized, any individual acting alone, to transfer funds from said accounts by checks, drafts or other items including but not restricted to telephone calls for and on behalf of this corporation.

RESOLVED FURTHER, that the above authority to establish such accounts shall be limited to investments in obligations of, or fully guaranteed as to principal by, the United States of America.

RESOLVED FURTHER, that the authority hereby conferred shall remain in force until revocation thereof by sealed notification to Bank by the Directors of said corporation at a legal meeting held on March 21, 1972; and that the signatures furnished the Bank on their signature cards are those of persons now duly authorized to sign on behalf of said corporation in accordance with said resolution.

The undersigned corporation agrees with the Bank that this account shall be governed by applicable banking laws, customs and Clearing House regulations and by the rules printed in the bank book, and shall be subject to the service charge schedule of Bank.

Bank is hereby authorized to mail all statements, checks, items, and notices to the address of the Golden Rain Foundation.

RESOLVED FURTHER, that income from these accounts will be shared by the Seal Beach Mutual Corporations in proportion to their individual carrying charges as compared with the total.

(Sept 90)

Page 1 of 2

GOLDEN RAIN OPERATIONS

BOARD INTERNAL OPERATIONS

Repurchase Agreement

Policy

Adopted: 20 Jan 76

Amended: 08 Jul 86

Amended: 11 Sept 90

GOLDEN RAIN FOUNDATION

Seal Beach, California

(Sept 90)

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Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: INFORMATION TECHNOLOGY SYSTEM COMMITTEE
SUBJECT: ITS CONSULTING COMPANY/MANAGED SERVICE PROVIDER (MSP)
DATE: FEBRUARY 28, 2017
CC: FILE

Technijian has provided a SANS audit remediation and ongoing technical support for the past year. After re-evaluating the Golden Rain Foundation's (GRF) needs and going out to bid on alternative IT Consulting Companies/Managed Service Providers (MSPs), we have determined that Technijian's services are no longer necessary. We are currently paying \$9,054/month under Technijian's contract. The service agreement contract with Technijian is ending on April 1, 2017. We recommend the GRF Board of Directors not renew Technijian's contract.

At the special Information Technology System (ITS) Committee meeting on February 16, 2017, the Committee invited three IT Consulting Companies/Managed Service Providers (MSPs) for presentations and Q&A sessions. The three companies included:

1. Fully Functional Technology
2. Cal Net Technology Group
3. FPA Technology Services

After discussion, the ITS Committee decided Fully Functional Technology best suited the GRF's needs. Fully Functional Technology's proposal lists an initial one-time payment of \$4,500 for the onboarding/setup fees. The onboarding includes installation of remote desktop support software, documentation of the information technology infrastructure, project assessment/recommendations, and a network and security assessment.

The proposal also lists a fee of \$4,400/month for ongoing monthly support. The monthly services includes patch management, backup, cybersecurity services, and support for all employee workstations and servers. GRF will be saving approximately \$4,600/month after switching from its current MSP.

I move to decline to renew the Technician contract after April 1, 2017 and to accept Fully Functional Technology's proposal for a one time \$4,500 onboarding fee and \$4,400 monthly fee, to be charged to GL 6478000-34, Other Professional Fees.



IT Consulting & Managed Services Proposal for **GOLDEN RAIN FOUNDATION**

13531 St. Andrews Drive, Seal Beach, CA 90740

PROJECT DESCRIPTION STATEMENT

Ongoing support and managed services agreement to maintain, secure, upgrade and support the Golden Rain Foundation network as enumerated below. This will include Tier 2 & Tier 3 tech support, security services, remote & onsite 24x7 incident response, certifications, audits, monitoring with regular reporting, phased upgrades and all required management services.

PROJECT SCOPE

SYSTEMS MANAGED:

- 118 computers (106 Windows 7 PC, 12 MacOS)
- 14 Konica Copiers
- 147 Polycom Telephones (VoIP)
- 51 Tablets (5 Surface, 46 iPads)
- 75 Surveillance Cameras (World Eye Cam)
- 10 Surveillance Camera Servers
- 7 LPR Cameras
- 3 LPR Camera Servers
- 8 Open Wireless Hot Spots
- 7 Windows-based Servers (2003/2008)
- 1 Main Network (Admin Bldg)
- 3 Remote Networks (Library, Security office, Service Maintenance Yard)
- 8 Patron Computers at Library
- 3 Patron Servers at Library
- 5 Paychex Time Clocks

SOFTWARE/SERVICES:

- Patch Management: Solarwinds N-able + manual updates
- AV Endpoint Protection: Bitdefender
- File/E-Mail Backup: Dell AppAssure
- Firewall: Cyberoam
- Software: Adobe Cloud, Microsoft Office Suite, CRMs (Adapt, Axxerion), Databases (MySQL + Crystal Reports, Jenark), Microsoft Dynamics GP, DameWare, VMWare Servers: Windows Server 2003, 2008 (Active Directory, Exchange, SharePoint, SQL)
- Websites: WordPress, 1 main community website and 16 mutual websites



SERVICES PROVIDED BY FFT

- Full Stack IT Services and support for all devices and software within the above scope are provided under this agreement. This includes comprehensive network support, security services, server support, user & desktop support, device/printing, network, WAN, VoIP, hosting support, website maintenance, security/camera.
 - Additional services offered by FFT include cabling, web hosting and design, email hosting, VoIP hosting, app development and software development and are billed separately.
- Remote & On-site support to interface and expand existing in-house IT support.
- 24x7 Phone & On-site response as required for Tier 2 Tech Support, Tier 3 Consulting & Tech Support, & IT Security Monitoring & Response.
- Comprehensive NOC/SOC Management
- Automated Patching, manual firmware and server updates.
- End of Life Management and Upgrade Pathing for all included systems.
- Full-time monitoring and regular checkups with reporting on mission-critical systems, incl. backups, servers, security audit, antivirus sweeps, power & servers.

KEY PERSONNEL RESPONSIBILITIES

Paul Lazear, MCSE

Plazear@wearefft.com, (818) 207-2505
Co-Project Manager, FFT President

- Coordinate overall project from start to finish, ensuring that all milestones and deadlines are met.
- Keep clear lines of communication open with client.
- Attend all site meetings.
- Primary area of responsibility for network health, manage incident response, assess and recommend upgrades, overall management.

James Wright, FFT

Jwright@wearefft.com, (818) 800-5831
Co-Project Manager, FFT Head of Security & Technology

- Primary area of responsibility for high level server management, virtualization, security, security auditing, monitoring, network penetration testing.
- James is one of the foremost security consultants in CA, whose c.v. includes overseeing the FAA Western Region audit inclusive of LAX. He will personally oversee all audits, perform pen testing, and prepare security monitoring reports



KEY PERSONNEL RESPONSIBILITIES

Jonathan Dashe, FFT

jdashe@wearefft.com, (586) 255-2202
Head of Support, FFT Head of Support

- Primary area of responsibility to ensure high availability, 24x7 response, ongoing maintenance

Daniel Fabian, GFR

daniel@lwsb.com
Client Point of Contact

- Ensure access to location and necessary equipment, including any necessary hardware or software.
- Provide necessary information including, but not limited to: gate & site authorization, passwords, security system, any existing network documentation or configuration notes, maps or diagrams.

REFERENCES, PAST & CURRENT CLIENTS

Education & Government

- Federal Aviation Administration
- City Of Glendale
- County of Orange
- Port of Los Angeles
- Orange County School of Performing Arts
- Los Angeles Homeless Services Administration
- Pomona College
- Field Research Corporation

Banking, Finance, & Law:

- Phelps, Schwarz & Phelps Elder Law
- IndyMac Bank
- PennyMac Bank
- Athenaeum Capital Partners
- HGMG Law
- Griffin Capital
- Jerrold Rabin & Co.
- Chodos & Associates
- Total Financial Solutions

Non-Profits & Policy:

- Convalescent Aid Society
- Wilshire Temple
- Otis Booth Foundation
- Elevate Leadership Club
- Children's Nature Institute
- Tribal Law & Policy Institute
- Vehicle Donations Processing Center

REFERENCES, PAST & CURRENT CLIENTS

Entertainment & Public Relations:

- IMAX
- Phelps
- Nina Stern PR (Barney & Teletubbies)
- The HQ (Carrie Underwood)
- VRLA (Virtual Reality Expo of Los Angeles)
- Tiltware (Online Poker)
- Hero Ventures
- Jake Berry Productions
- Starbreeze VR
- Marvel Entertainment
- Equilibrium Entertainment
- The Walking Dead VR
- RG Live
- Battalion PR

White Glove IT:

- Family of Charles S. Munger (Berkshire Hathaway)
- William H. Borthwick estate
- Morgan Stanley (Exec. Dir. Palmer Murray)

Manufacturing & Retail:

- Matteo Home
- Kars-R-Us

IT Management:

- IT Advantage
- Telco South Florida

Healthcare:

- Vitas Healthcare
- Glendale Adventist Hospital

Energy Sector:

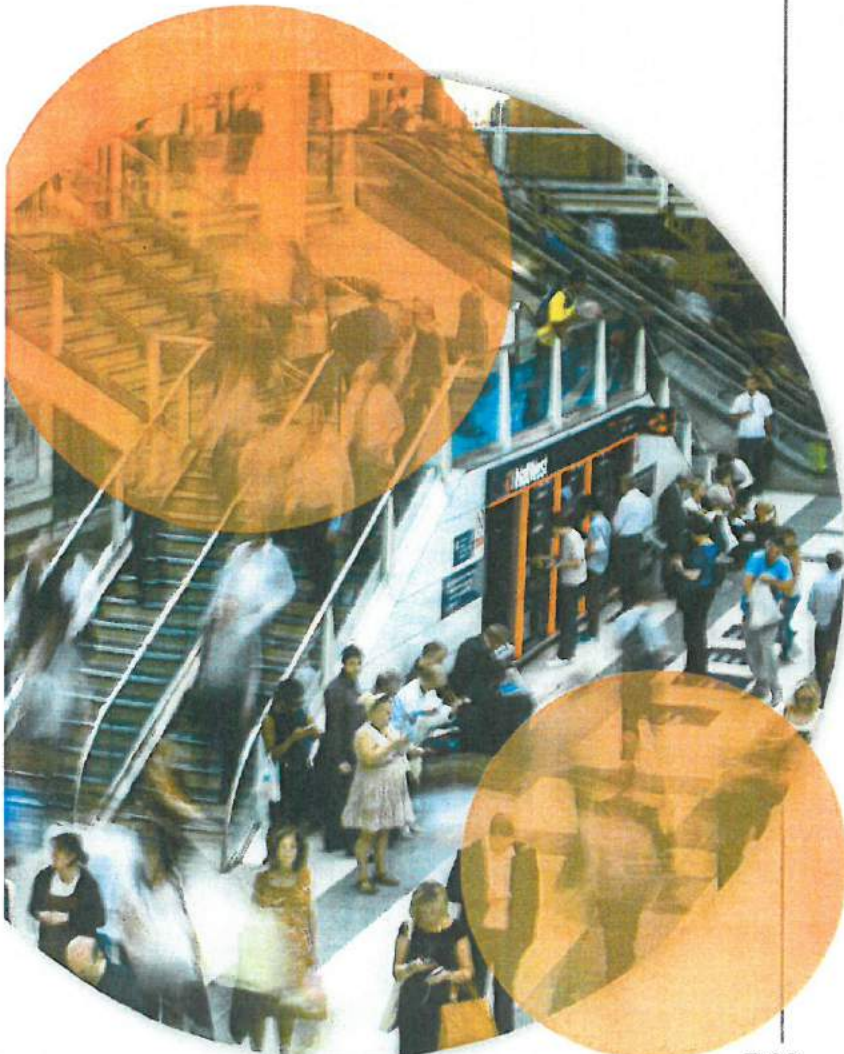
- Griddy Energy
- GTherm Energy

Construction & Architecture:

- David Hidalgo Architects
- Pinner Construction
- Level 3 Design

Misc:

- Hosting.com
- Vanguard Protection
- Pacific Merchants Trading, Co.





PROJECT DETAIL & PRICING

Initial setup will include setup and configuration required for ongoing support. This phase will include inventory and assessment, as well as establishing baselines.

	HOURS	RATE	TOTAL	LINE ITEM
MONTHLY				
Premier White glove consulting and engineering - Server management	8	150	1200	All required patching, optimization, management and regular maintenance. Tier two and Tier three support!
Premier White glove consulting and engineering - Desktop management	8	100	800	All required patching, optimization, management and regular maintenance. Tier two and Tier three support!
24x7x365 Hour Premium Support	8	100	800	1 Hour response time, guaranteed same day on site incident support.
Backup	8	100	800	Unlimited number of computers, with low, flexible pricing as storage requirements increase.
Cybersecurity / cyberhealth	4	200	800	Includes FFT's proprietary on-site network sensor, and periodic review of all services by our world-class Cybersecurity staff.
ONBOARDING				
Installation of support software Documentation Project Assessment and Recommendations Network & Security Assessment	1	4500	4500	One-time setup fee to prepare for remote support and assessment.



PLANNED PROJECTS

Note that for each of these projects a site survey and assessment will be required to give accurate pricing and scheduling information. All of these are expected to be completed in calendar year 2017.

- Upgrade network clients away from End of Life Windows 7
- Replace AV client with Webroot Endpoint Protection
- Server upgrades to virtualized Windows Server 2016
- Annual network penetration testing
- Wiring Cleanup
- Evaluate VoIP services
- Evaluate Broadband services
- Bring network to compliance with all information technology industry standards and be able to pass a standard IT audit
- Consolidate video surveillance system

PAYMENT INFORMATION

Initial payment of \$4,500 for the setup phase is due upon signed acceptance of Statement of Work. Monthly retainer of \$4,400 and all additional hours invoiced monthly and are due upon receipt.

Additional work beyond the monthly retainer hours are billed at the standard rate for the corresponding service. Pricing for Tier 2 support is \$100/hr, Tier 3 consulting \$150/hr and security consulting \$200/hr.

Work outside the scope of this agreement will be billed at the standard rate for the corresponding service. This includes problem resolution, tech support, security remediation and additional installations outside this scope of work that are completed during this scope of work.

CHANGE ORDERS

All changes must be requested in writing and will be billed or credited at the rates. Any changes will require a separate estimate signed and accepted by an authorized party.

This estimate is based on the most efficient process of execution, if the client requests the process to be altered, the project timeframe will be adjusted accordingly and the client will be responsible for any additional costs incurred.

Credit card payments are subject to 4% surcharge.

Fully Functional Technology will not be responsible for any loss of business; either direct or indirect, from lost calls or system failures, nor inconvenience to either employees or clientele.

PERMITS & INSPECTIONS

Fully Functional Technology Inc forwards the costs of all city permits and inspections to the client including follow-up inspections and unforeseen changes to the permit costs. If anything is called out by the inspector for repairs, the client will be responsible for any overages in labor and materials.



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Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION COMMITTEE
SUBJECT: BEREAVEMENT WORKBOOK
DATE: FEBRUARY 6, 2017
CC: RANDY ANKENY, EXECUTIVE DIRECTOR

It was the recommendation of the Mutual Administration Committee at its February 14, 2017 meeting that the Golden Rain Foundation (GRF) Board of Directors (BOD) amend the Bereavement Workbook.

The specific amendments recommended are on page 9, first topic: Contact On-Site Sales Office at 562-598-1388 and page 10, 1.: Call On-Site Sales Office at 562-598-1388.

Further, the Committee recommends the GRF BOD approve inclusion of the Bereavement Workbook in the Welcome packet.

I move the GRF BOD amend the Bereavement Workbook and approve its inclusion in the Welcome packet.

Golden Rain Foundation

Bereavement Work Book

For Shareholders and Family Members



Presented by:
GRF Seal Beach, California

Printed: January 16, 2017



Dear Leisure World Shareholder/Member,

This packet was compiled and presented to you as a courtesy to our shareholders/members. You will find important information to assist you and your family members when the need arises. This packet is meant to serve as a guide to help you navigate through a difficult time.

As we have tried to cover as many items and topics as possible, keep in mind that they may not all apply to your specific situation.

Please feel free to use this Bereavement Packet as a resource and in any way you may find helpful.

Kind Regards,

Golden Rain Foundation

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Choosing an Attorney to Help with the Estate...

Asking these questions can help you find someone qualified to guide you in your role as the executor of an estate.

- Have they practiced estate planning law for at least five years?
- Do they devote at least 75% of their practice to estate planning?
- Have they attained state bar certification in estate planning?
- Do they carry adequate professional liability insurance?
- Do they offer a free initial consultation?
- Do they make it clear up front how they will charge you for their services?



WHAT TO DO IF YOU ARE THE EXECUTOR...

As executor, you serve as the voice of the deceased. You don't need to be a financial or legal expert, but you do have a fiduciary duty to act with good faith and honesty on behalf of the deceased.

WITHIN THE FIRST NINE MONTHS

- Review important documents
- Determine the need for probate
- Apply for a tax I.D.
- Consider opening an estate account
- Initiate probate proceedings, if required
- Financially manage the estate
- Submit estate tax returns

Review important documents. If you're not the surviving spouse, start by meeting with him or her and reviewing the deceased's important documents.

Determine the need for probate. This is the legal process of settling a person's estate, and it could have a significant impact on costs and timing. Deciding about probate is a task best handled with the advice of an estate planning specialist or attorney.

Apply for a tax I.D. Probate estates and trusts are separate legal entities from the deceased. To ensure they are properly accounted for, you'll need an Employer Identification Number (EIN) from the IRS. You may apply online at www.irs.gov.

Consider opening an estate account. This is an account for handling estate transactions, paying bills and receiving income.

Initiate probate proceedings. If required, file a petition with the court to admit the will into probate.

Financially manage the estate. At the end of the probate process, you will need to provide a final accounting of the estate to the probate court, so you must keep a detailed record of important dates, income and expenses. You will need to **take an accurate inventory of the estate's assets and obligations.**

Submit estate tax returns. Estate tax returns are due nine months after the death, although exceptions may be available.

AFTER PROBATE

Make sure to...

- Change titling of assets
- Distribute assets to heirs

DEATH "OUTSIDE" THE UNIT

CHECK LIST

✓	TOPIC	NOTES
	Call Hospice if under their care	
	Deceased transport	Funeral home, cremation service
	Call family or friends	For support
	Call Mutual President	9:00 a.m. – 9:00 p.m.
	Caregiver (Part-Time & Full-Time) – may be asked to leave immediately.	See Policy 7557.1 - 7557.17
	Resident Caregiver – may have up to 90 days to vacate the unit.	See Policy 7557.1 - 7557.17
	Co-Occupant/Permanent Resident may have 90 days to vacate the unit	Policy 1801-33
	Relatives may not be allowed to remain in the unit	Contact Mutual President (Phone number in Laundry Room)
	The deceased shareholder ID card needs to be returned to Stock Transfer	562-431-6586, Ext. 347
	Locate Stock and Membership certificates	See examples on Page 11
	Locate Trust documents.	A Will does not grant any rights of access into the unit.
	Notify Stock Transfer	562-431-6586, Ext. 347
	Inheritor Service Passes	Stock Transfer/Mutual Decision
	Grief support groups	Member Resource & Assistance Liaison or GRF News (Pg. 20)

DEATH "INSIDE" THE UNIT

CHECK LIST

✓	TOPIC	NOTES
	Call 911 – Security is automatically notified. Paramedics will contact Seal Beach Police Dept., if necessary	
	Call Hospice if under care	Follow Care Instructions
	Deceased Transport – Call Security to arrange entry at front gate: 562-594-4754.	Funeral Home or Cremation Service.
	Call Family and Friends	For Support
	Call Mutual President	9:00 a.m. – 9:00 p.m.
	Caregiver (Part-Time & Full-Time) - maybe asked to leave immediately.	See Policy 7557.1 - 7557.17
	Resident Caregiver may have up to 90 days to vacate the unit.	See Policy 7557.1 - 7557.17
	Co-Occupant/Permanent Resident may have 90 days to vacate the unit	Policy 1801-33
	Relatives may not be allowed to remain in the unit	Contact Mutual President
	The deceased shareholder ID card needs to be returned to the Stock Transfer Office	562-431-6586, Ext. 347
	Locate Stock and Membership certificates	See examples on Page 12
	Locate Trust documents.	A Will does not grant any rights of access into the unit.
	Notify Stock Transfer	562-431-6586, Ext. 347
	Inheritor Service Passes	Stock Transfer/Mutual Decision
	Grief Support Groups	Member Resource & Assistance Liaison or GRF News (Pg. 20)

MAKING ARRANGEMENTS

CHECK LIST

✓	TOPIC	NOTES
	Relatives may not be allowed to remain in the unit	Contact Stock Transfer Office
	Contact Funeral or Cremation Service	
	Contact Preferred Religious Representative	
	Determine Location of Services/Memorial – Availability at church or Synagogue. Call Recreation for reservations.	562-431-6586, Ext. 398
	Newspaper Obituary and Service Notification	See pages 13 and 14
	Printed Memorial Service Program	Use a funeral or cremation service, religious organization or quick print service
	Flowers / Guest Book	Florist
	Food	Catering
	Music or Vocal Accompaniment	Contact Religious Organization
	Notify Security of date, time, location and names of expected guests	Security – 562-594-4754

FOLLOWING DEATH OF SHAREHOLDER

FAMILY LIST

✓	TOPIC	NOTES
	Beneficiaries'/Heirs' Intent for Unit	Contact Mutual President and Stock Transfer office
	Pet Needs	Call friends, neighbors, pet boarding home or Seal Beach Animal Shelter, 562-430-4993
	DO NOT turn off electricity. Continue to pay SC Edison bills	Smoke alarm is hardwired to the electricity
	Clean out refrigerator and freezer	Leave doors opened when done
	Appliances may be owned by the Mutual	Confirm with Mutual President
	Ordering of Death Certificates (Minimum suggested copies – 15)	From Mortuary or Cremation Service. More expensive to order later
	Locate Stock and Membership Certificates	See samples on Pg. 11
	Locate Trust Documents	Attorney contact information
	Locate Will	A Will does not grant rights-of-access to unit
	Notify Social Security	Call 800-772-1213 (See Back Cover)
	You MUST continue to make monthly assessment payments	Call Finance Department at 562-472-1330
	HO6 Insurance	You must continue making payments.
	Banking	Safe deposit box. Cancel all automatic payments and/or transfers
	Cancel medical alert service	
	Cable Service	Cancel service and return box and modem.
	Car, golf car, RV and all vehicle disposal	Notify DMV. Death certificate required.
	Mail and Subscriptions	Notify USPS, cancel all subscriptions and update mailing address with Stock Transfer Dept.
	Items labeled Golden Age Foundation	These are borrowed and need to be returned. See enclosed directory
	Medication Disposal	Contact pharmacy or see attached directory
	Eyeglasses	See Back Cover
	Notify RV Club and/or Mini-Farms	See Back Cover
	Telephone Directory	See Back Cover
	Non-Resident/Co-Owner	To sell unit or qualify
	Beneficiaries/Heirs	To sell unit or qualify

GETTING UNIT READY TO SELL

CHECK LIST

✓	TOPIC	NOTES
	Contact On-Site Sales Office at 562-598-1388	Select a Realtor
	Copy of Trust or Death Certificate & Original Stock and Membership Certificates	See examples on Pg. 11
	Review the Inspector's pre-listing report	Call inspector for clarification at 562-431-6586, Ext. 353
	Appliances may be owned by the Mutual	Contact Mutual President for clarification.
	DO NOT turn off electricity. Continue to pay SC Edison bills	Must remain on for smoke alarms.
	Clean out carport storage; may have additional carport(s) leased	Contact Stock Transfer Office or Mutual President
	No vehicle may be parked in the carport without current GRF and DMV registrations	Contact Mutual President for details
	Disposal of items	Y-Service Club; Community Church, thrift stores
	Mutual trash bins	These are for small, daily trash only; boxes must be placed into recycle bin only when broken down flat.
	Electronic waste (TV, DVR, computer, monitors, earphones, lamps)	Electronic item dumpster is on west side of Maintenance yard. See page 17.
	Hazardous waste (paint, cleaning supplies, oils, grease, solvents)	17121 Nichols St, Huntington Beach 92647 (Back Cover)
	Mini-farms (1.8 gardens) dumpsters	Available for larger items.
	Have an estate or porch sale	Contact Mutual President; see News for estate sale professionals*
	If you need to, hire an approved contractor	Contact Physical Properties office: 562-431-6586 Ext. 352

* Pick up estate sale application in the Stock Transfer Office

QUALIFIED SELLER'S INSTRUCTIONS IN ORDER TO SELL A UNIT

Qualified Sellers

Surviving Senior Member

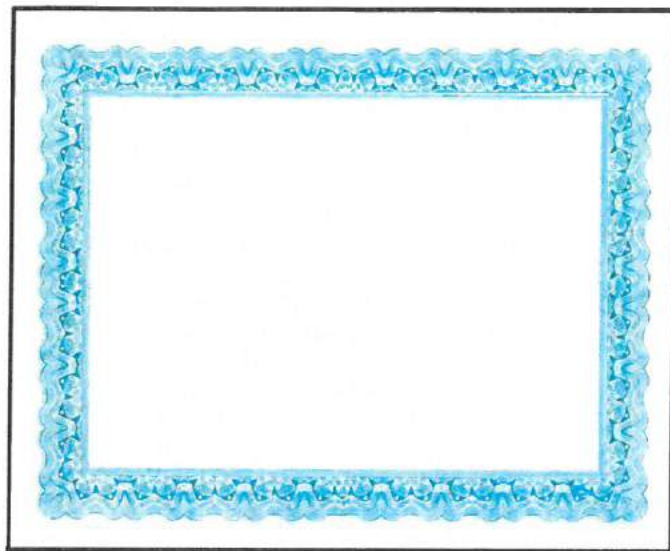
Non-Resident/Co-Owner

Successor Trustee

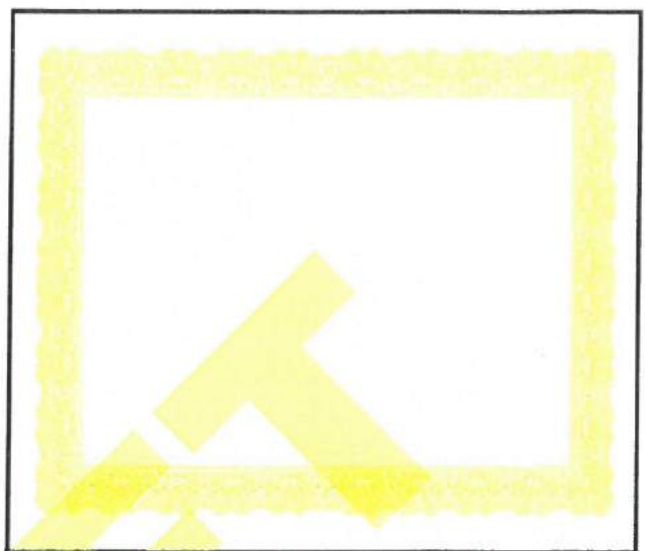
Court-appointed Executor/Administrator of the Estate

1. Call the On-Site Sales Office at 562-598-1388. The agent will initiate the "Notice of Intention to Withdraw" to begin this process.
2. Documents required in order to sell unit:
 - a. Certified Copy of Death Certificates (if any)
 - b. Copy of FRONT and BACK of the Stock Certificates
 - c. Copy of the Trust (if any)
 - d. Copy of Court Order (if any)
3. In the event there is a Trust, an additional fee will be required and made payable to the Golden Rain Foundation. The Trust and all of the documents listed above would then be forwarded to the Foundation's Attorney for Trust Review.
4. The following documents will need to be signed by the Seller and returned to the selected Escrow Officer:
 - a. Notice of Intent to Withdraw
 - b. Pre-Listing Inspection (Escrow Clerk in Physical Property Dept.)
 - c. Escape Tax Notice (if original Seller is deceased)
 - d. Parent-Child Transfer of Property Form (Orange County Prop 58) - if the property is being sold by a son or daughter.
[\(http://ocgov.com/gov/assessor/forms/\)](http://ocgov.com/gov/assessor/forms/)
5. Original documents, along with the key will need to be returned to the selected Escrow Company for further processing.
6. All required fees will be explained to the Seller by the selected Escrow Company.
7. The pre-authorized Escrow Officer will guide the Seller through the process of selling the unit.

PHOTOS FOR BEREAVEMENT PACKET



Stock Certificate



Membership Certificate

GOLDEN AGE LABELS



Golden Age Foundation
Walker



Golden Age Foundation
Wheelchair & Transporter

CERTIFICATE FOLDER & LIBRARY LABELS

GOLDEN RAIN FOUNDATION OWNERSHIP CERTIFICATES

** Note that certificates were previously distributed in blue envelopes with black text*

Golden Rain Foundation Library



003827

**Golden Rain Foundation
Sticker**

- Library

LEISURE WORLD LIBRARY

GOLDEN RAIN FOUNDATION

P.O. BOX 2069

SEAL BEACH, CA 90740

**Leisure World Seal Beach
Sticker**

- Library

ADMINISTRATION**NEWSPAPER SERVICES****Obituaries**

Space in the Golden Rain *NEWS* (*NEWS*) is available in five formats for obituaries of shareholder/members and former shareholder/members.

- An "In Memoriam" column is available free of charge. Limited to name, mutual number and date of death.
- An obituary with or without photo is available free of charge for the first 250 words. Additional words will be charged at the rate of 20¢ per word. Notices written by the news staff will be free and no more than 250 words.
- Notices from mortuaries and non-GRF members will be printed exactly as submitted and charged at the non-member classified advertising rate, \$10.45 for the first 12 words and 20¢ for each additional word.

Bordered, decorative obituaries, eulogies and photos are available at the prevailing display advertising rate.

- A "Card of Thanks" section is available in the classified advertising section of the *NEWS* at the member classified advertising rate for persons wanting to express their thanks for help during bereavement, sickness, etc. at the prevailing display advertising rate.
- Obituaries may be published as news articles when the person has been a member of the Golden Rain Foundation (GRF) Board of Directors or when, in the opinion of the Publications Manager, the passing of a person is newsworthy to a sufficiently large number of GRF shareholder/members.

Policy

Adopted: 20 Feb 73
 Amended: 20 May 75
 Amended: 19 Jun 84
 Amended: 16 Sep 86
 Amended: 21 Sep 93
 Amended: 15 Sep 09
 Amended: 23 Jul 13
 Amended: 26 Jan 16

GOLDEN RAIN FOUNDATION
Seal Beach, California

(July 2013)

Obituary Publication Notice

Contact: _____

Phone: _____

☐ Past or present GRF board member

Served: _____ to _____

Mutual # _____

☐ Past or present Mutual board member

Served: _____ to _____

Mutual # _____

Name of Deceased: _____

Date of Birth: _____ Place of Birth: _____

Date of Death: _____ Age: _____

LW Residence: Mutual No. : _____ Year moved to LW: _____

Residence at time of death: _____

Parents Names: _____

Spouse's Name: _____

Date Married : _____ Where: _____

If Deceased, Date of Death: _____

Residence prior to LW: _____

Occupation: _____

Leisure World Involvements: _____

Personal Notes: _____

Survivors: _____

Services

Directed By: _____ Officiated by: _____

Date: _____ Time: _____

Location: _____

Burial: _____

☐ Additional information on back or attached

LW News (562) 430-0534 • Obituary Editor (562) 472-1276 • Fax (562) 598-1617 • cathiem_news@lwsb.com

PLANNING AHEAD

CHECK LIST

✓	TOPIC	NOTES
	Know where your stock and membership certificates are located	
	Copy of Marriage Certificate(s) or Divorce Decree(s)	For surviving spouse or family
	File of Life	List all medical contacts
	Credit cards	List Company, Account numbers, phone numbers, email and passwords
	Insurance policies	List Company, Account numbers, phone numbers, email and passwords
	Pension or annuity information	List Company, Account numbers, phone numbers, email and passwords
	Financial advisor	List current portfolio and contact info
	Trust planning	
	Identify resources for placement of pets	
	Ensure a responsible party has an annual pass	
	Caregiver (Part-Time & Full-Time) – may be asked to leave immediately	See Policy 7557.1 - 7557.17
	Resident Caregiver – may have up to 90 days to vacate the unit.	See Policy 7557.1 - 7557.17
	Co-Occupant/Permanent Resident may have 90 days to vacate unit.	See Policy 1801-33
	Friends and people to notify	Name, phone, email, address
	List additional carport or storage locations	Contact information
	List RV or mini-farms (1.8 gardens) locations	If applicable
	Talk with family and friends about your preferences or plans	Share with family where your documents are located and make a list.
	Pre-planned burial or cremation arrangements	List contact information



Is Your LW Telephone Directory Listing Out of Date?



Does It Need Changes?

If you want it added, deleted or changed in any way in the next directory, you must tell us! If you don't, it will be the same as the current directory. This applies if you have moved within LW and want a new address or phone number listed. All listings that clear escrow are removed annually.

Take this form to the News office or drop it in any white GRF drop box. Changes may be e-mailed to classified_news@lwsb.com. Include last name, first name, address, unit number and phone number.

Leisure World News
P.O. Box 2338
Seal Beach, CA
90740

Date: _____

Be sure to ☒ one of these boxes

- ☐ **REMOVE** my listing in the Leisure World Telephone Directory.
- ☐ I/we WANT to be listed in the Seal Beach Leisure World telephone directory EXACTLY AS BELOW (print last name first, upper and lower case).

Name(s): _____

Address: _____
last first

Phone Number: _____

IT'S AGAINST THE LAW...



To place these items into either the **GREEN** or the **WHITE** Regular Waste Containers:

- Electronic Waste*
- Smoke Detectors
- Household Batteries*
- Paint Cans & All Paint Products
- Sharps
- Pesticides & Herbicides
- Auto Products
- Fluorescent/Light Bulbs*



HOUSEHOLD HAZARDOUS WASTE

The law prohibits putting any hazardous liquids or hazardous waste materials in your regular waste containers. These waste items **MUST** be handled separately and taken to a **Hazardous Waste Collection Center**. Closest centers are: Rainbow Disposal, 714-847-3581 or the O.C. Integrated Waste Management Dept. 714-834-6752.



E-WASTE, HOUSEHOLD BATTERIES & LIGHTING

Instructions for proper disposing of the following items:

- **E-Waste** Service Maintenance Dept. 562-431-6586, x369
- **Household Batteries** Service Maintenance Dept. 562-431-6586, x369 or News Office
- **Fluorescent/Light Bulbs** Service Maintenance Dept. or Purchasing Office



LARGE ITEMS

Furniture, mattresses, water closets and other large items must be taken to the North-West corner of Leisure World. Travel North on Oak Hills Road, turn **RIGHT** into the Mini-Farm area. Please use the Resident Recycling Containers.

PLEASE NOTE: An assessment of \$30 per item will be brought against an individual or Mutual for leaving these items in or around bin areas. If you are not sure or have questions regarding proper disposal of these items, please ask your Building Captain or Mutual Director for clarification.



GUIDE TO RECYCLING...



SEPARATING RECYCLE PRODUCTS FROM TRASH

CALMET (the waste collection agency serving Leisure World) has provided a S.O.R.T. (Saving Our Resources Together) Guide for the disposal of products from the home. Plastic bags **CANNOT** be recycled. Please be sure to place recyclables from plastic bags into **WHITE** bin and place plastic bags into the **GREEN** trash bin.



RECYCLABLES

GLASS

- Clear
- Brown
- Green
- Liquor
- Soft Drink
- Juice & Food Jars



METAL

- Aluminum Foil
- Aerosol Cans (Empty)
- Food Cans & Lids
- Wire Coat Hangers
- Soda & Juice Cans



PLASTIC

- Milk Jugs
- Soda, Juice & Water
- Soap Bottles
- Containers with Numbers 1-7

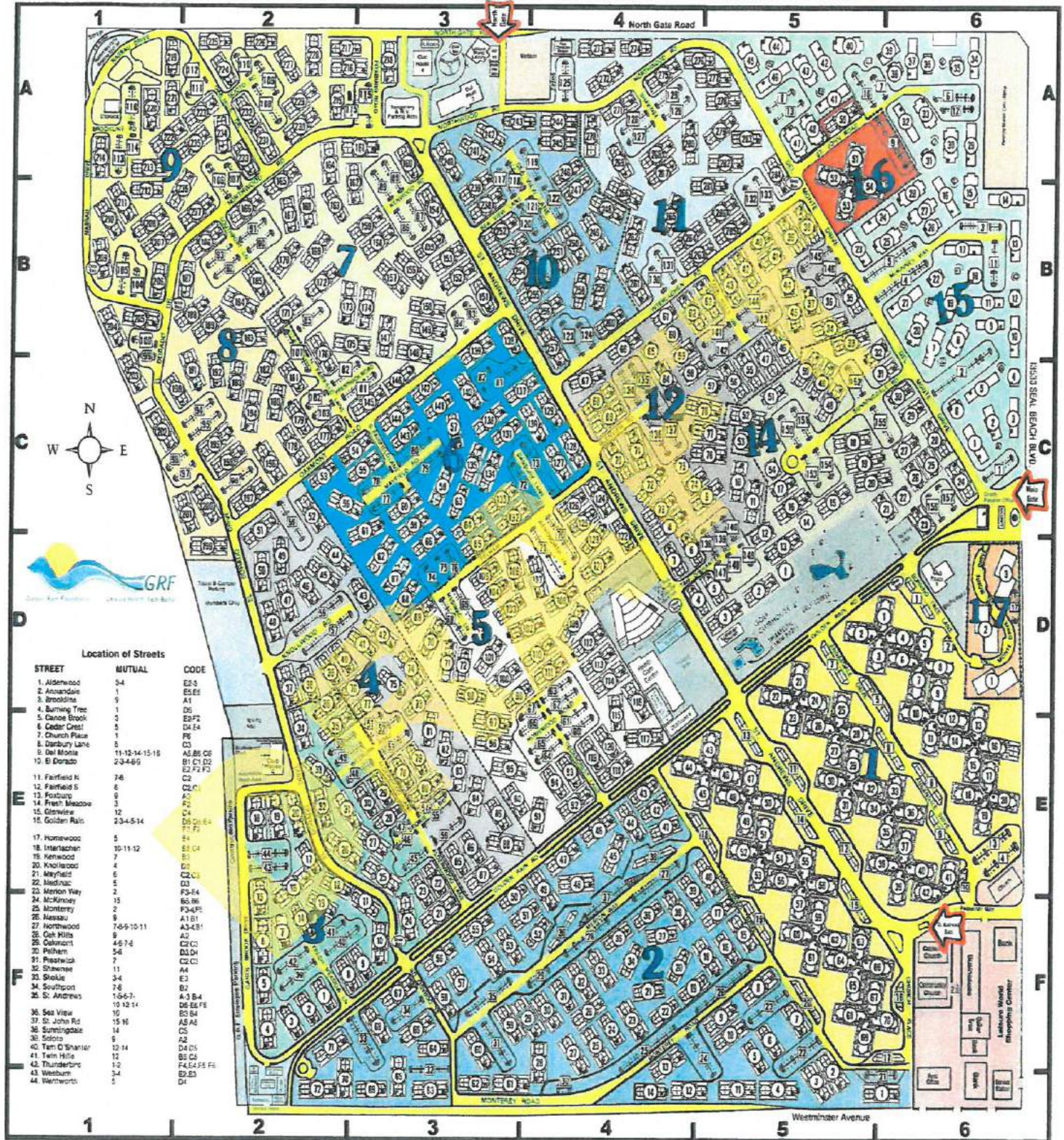


PAPER

- Newspaper
- Junk Mail & Magazines
- Envelopes & Paper
- Wrapping Paper (non-metallic)
- Cereal Boxes
- Egg Cartons
- Paper Shopping Bags
- Phone Books
- Cardboard Boxes (flattened)
- Juice Drink Boxes



COMPLETE MAP OF SEAL BEACH LEISURE WORLD



INFORMATIONAL DIRECTORY

IMPORTANT PHONE NUMBERS, WEBSITES AND ADDRESSES

Golden Rain Foundation	Phone	Ext.
Accounting	562-472-1330	
Administration	562-431-6586	310
Building Inspector	562-431-6586	353
Escrow Clerk (Physical Property Dept.)	562-431-6586	353
Golden Age Foundation	562-431-9589	
Library	562-598-2431	
Member Resource & Assistance Liaison	562-431-6586	317
Mini-Farm	562-431-7080*	
Mutual Administration	562-431-6586	313
News Office	562-430-0534	
Obituary Editor	562-472-1276	
Physical Property Dept.	562-431-6586	352
RV Club	562-596-5934	
Security Office	562-594-4754	
Stock Transfer Office	562-431-6586	347

Other Agencies	Phone / Website
Eyeglasses Disposal	www.sealbeachlions.org
Hazardous Waste	17121 Nichols St., Huntington Beach 92647
Hazardous Waste Website	www.oclandfills.com/hazardous
I.R.S.	www.irs.gov
Medication Disposal	www.deadiversion.usdoj.gov
O.C. Assessor's Office (Prop 58)	http://ocgov.com/gov/assessor/forms/
Seal Beach Animal Shelter	562-430-4993
Social Security	800-772-1213
Social Security Website	www.socialsecurity.gov

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Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION COMMITTEE
SUBJECT: RESCIND POLICIES 2710-33, FINANCIAL ELIGIBILITY CRITERIA-
EMERGENCY NEEDS AND 1023.01-33, REGULATION FOR PET
OWNERSHIP-GRF
DATE: FEBRUARY 14, 2017

At its meeting on February 14, 2017, the Mutual Administration Committee reviewed Policy 2710-33, Financial Eligibility Criteria-Emergency Needs and Policy 1023.01-33, Regulation for Pet Ownership-GRF. The Committee recommends the Golden Rain Foundation Board of Directors rescind the policies.

I move to rescind Policy 2710-33, Financial Eligibility Criteria-Emergency Needs and Policy 1023.01-33, Regulation for Pet Ownership-GRF.

ADMINISTRATION**RESALES SERVICES****RESCIND****Financial Eligibility Criteria – Emergency Needs**

The financial ability portion of the eligibility criteria is established by the Mutual Corporations in Policy 7510 for the purpose of computing Paragraph B (2) (b) "emergency funds" will be as follows:

1. The verified assets will first be reduced by the cost of the share of stock being purchased.
2. In the event the verified income is less than the minimum in Paragraph B (2) (a), the amount necessary to bring that income up to the minimum will also be subtracted from the verified assets before the amount available for emergency needs is ascertained.
3. The minimum that could satisfy the emergency needs section of the criteria would be computed on a per sale basis as follows:

<u>Age</u>	<u>(E)</u>	<u>Minimum Amount</u>
55	23.5	\$ 25,000+
60	19.7	\$ 20,000+
70	13.1	\$15/20,000+
80	8.1	\$10/15,000+
90	4.6	\$ 5/10,000+

Regulation

Approved: 28 Mar 73
Revised: 15 May 85

Executive Director
Golden Rain Foundation

(May 85)

COMMUNITY OPERATIONS**USE OF COMMUNITY FACILITIES****RESCIND****Regulation for Pet Ownership – Golden Rain Foundation**

1. All residents bringing quadruped pets onto the Mutual premises shall register their pets with the agent for the Mutual Corporation, to wit: the Golden Rain Foundation Stock Transfer Office. The pet must be registered before it is brought onto the Mutual premises. The Pet Ownership Registration Form will include or be accompanied by:
 - a. A certificate signed by a licensed veterinarian or a state or local authority empowered to inoculate animals, stating that the quadruped pet has received all inoculations required by applicable state and local laws.
 - b. Information sufficient to identify the pet, and to demonstrate that it is a common household pet.
 - c. The name, address, and telephone number of one or more responsible parties who will care for the pet if the pet owner dies, is incapacitated, or is otherwise unable to care for the pet.
2. The resident pet owner shall sign a statement on said Pet Ownership Registration Form indicating that he/she has read the rules and regulations stated on the Pet Ownership Policy and agrees to comply with them.
3. The resident pet owner shall acknowledge that the pet owner and the pet are subject to exclusion from the Mutual Corporation and the dwelling unit if there is not a compliance with the rules and registration requirements.
4. The resident pet owner shall acknowledge that failure to comply with the rules and registration shall be grounds for refusing to permit a pet to be situated in a dwelling unit of the Mutual Corporation, and continued violations may cause termination of the resident pet owner's residency.
5. The insurance carrier for the liability insurance required as to the pet, together with the address of the agent, and the amount of coverage procured shall be indicated on the Pet Ownership Registration Form. Resident pet owners shall bring a copy of

(Oct 02)

COMMUNITY OPERATIONS**USE OF COMMUNITY FACILITIES****RESCIND****Regulation for Pet Ownership – Golden Rain Foundation**

1. All residents bringing quadruped pets onto the Mutual premises shall register their pets with the agent for the Mutual Corporation, to wit: the Golden Rain Foundation Stock Transfer Office. The pet must be registered before it is brought onto the Mutual premises. The Pet Ownership Registration Form will include or be accompanied by:
 - a. A certificate signed by a licensed veterinarian or a state or local authority empowered to inoculate animals, stating that the quadruped pet has received all inoculations required by applicable state and local laws.
 - b. Information sufficient to identify the pet, and to demonstrate that it is a common household pet.
 - c. The name, address, and telephone number of one or more responsible parties who will care for the pet if the pet owner dies, is incapacitated, or is otherwise unable to care for the pet.
2. The resident pet owner shall sign a statement on said Pet Ownership Registration Form indicating that he/she has read the rules and regulations stated on the Pet Ownership Policy and agrees to comply with them.
3. The resident pet owner shall acknowledge that the pet owner and the pet are subject to exclusion from the Mutual Corporation and the dwelling unit if there is not a compliance with the rules and registration requirements.
4. The resident pet owner shall acknowledge that failure to comply with the rules and registration shall be grounds for refusing to permit a pet to be situated in a dwelling unit of the Mutual Corporation, and continued violations may cause termination of the resident pet owner's residency.
5. The insurance carrier for the liability insurance required as to the pet, together with the address of the agent, and the amount of coverage procured shall be indicated on

(Oct 02)

COMMUNITY OPERATIONS**USE OF COMMUNITY FACILITIES****RESCIND****Regulation for Pet Ownership – Golden Rain Foundation**

the Pet Ownership Registration Form. Resident pet owners shall bring a copy of their insurance policy into the Stock Transfer Office and have a photocopy made of the cover page and the declaration page, which will then be placed in the pet occupancy file. Coverage amounts are outlined in Article I, Paragraph (15) of this policy.

6. Definition of Service Animal

- a. Americans with Disabilities Act
Rules and Regulations regarding service animals
28 Code of Federal Regulations (CFR) Part 36
Sub Part A - General
36.104 Definitions
- b. Service Animal means any certified guide dog, signal dog, or other animal individually trained to do work or perform service tasks for the benefit of an individual with a disability including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to the sound of intruders, providing minimal protection or rescue work, pulling a wheelchair, fetching dropped items, and any other service task for which the animal has been trained, and which will benefit the disabled person.
- c. The purpose of this definition is to address the issue of rights of access for all disabled persons who are accompanied by a service animal. A service animal is defined as a guide dog for the visually-impaired, a hearing dog for the hearing-impaired, or a service dog for the mobility-impaired.
 1. A guide dog is defined as a dog which has been trained or is being specially trained for, or in conjunction with, a school such as Assistance Dogs International for guide dogs to lead in harness and serve as an aid to the mobility of a particular blind person.

(Oct 02)

COMMUNITY OPERATIONS**USE OF COMMUNITY FACILITIES****RESCIND****Regulation for Pet Ownership – Golden Rain Foundation**

2. A hearing dog is defined as a dog which has been or is being specially trained by, or in conjunction with, a school such as Assistance Dogs International for hearing dogs to alert a particular deaf or hearing-impaired person to certain sounds.
3. A service dog is defined as a dog which has been or is being specially trained by, or in conjunction with, a school such as Assistance Dogs International for service dogs to the individual requirements of a physically-disabled person, including, but not limited to, any of the following:
 - a. Pull wheelchair as needed;
 - b. Retrieve/carry dropped items;
 - c. Open/close doors;
 - d. Provide balance/counter balance.
- d. Each school for assistance dogs provides documents of certification, such as an identification card for the individual disabilities of the disabled person and the requirements for a service dog.
- e. Based on the aforementioned A.D.A. descriptions of a service animal, the Mutual Board of Directors hereby adopts the following certification policy in the identification process for the use of a service animal within the confines of the Seal Beach Leisure World Mutual Corporation common area properties:
 1. Each service animal owner shall be required to furnish to the Stock Transfer Agent's Office, upon request, an original "Physician's Declaration" form describing, under penalty of perjury, the requirements and the need of a service animal as defined under the Americans with Disabilities Act, Sub part A, General 36.104 Definitions. The "Physician's Declaration" form shall include a full description of the physical tasks to be performed by their trained service animal for its disabled owner. Please see blank Physician's Declaration attached.

(Oct 02)

COMMUNITY OPERATIONS

USE OF COMMUNITY FACILITIES

RESCIND

Regulation for Pet Ownership – Golden Rain Foundation

Regulation
Established: Oct 02

Executive Director
Golden Rain Foundation

(Oct 02)

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Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION COMMITTEE
SUBJECT: AMEND POLICY 1023-MAC, PET OWNERSHIP RULES
DATE: FEBRUARY 14, 2017
CC: FILE

At the Mutual Administration Committee (MAC) meeting, on Tuesday, February 14, 2017, the Committee reviewed Policy 1023-MAC, Pet Ownership Rules; it was the consensus of the MAC to recommend to the Golden Rain Foundation (GRF) Board of Directors (BOD) to amend the policy.

I move to approve amend Policy 1023-MAC, Pet Ownership Rules.

COMMUNITY OPERATIONS

USE OF COMMUNITY FACILITIES

AMEND

Pet Ownership Rules - Golden Rain Foundation

The State of California has adopted, effective January 1, 2001, California Civil Code §1360.5 related to pet ownership. This section affects pet ownership within Leisure World, Seal Beach. The Golden Rain Foundation (GRF) is not the owner of any property subject to a separate interest. ~~The Mutual Corporation areas in Leisure World are common-interest developments and affect the Golden Rain Foundation as to community and common facilities.~~ It is not within the province of the Golden Rain Foundation GRF to permit or forbid pets within Leisure World, Seal Beach. These rules and regulations relate to all of the common areas facilities of the Golden Rain Foundation GRF, under and pursuant to its control and as part of the Trust for the community facilities.

1. ~~Members of Leisure World, Seal Beach, who own pets pursuant to rules and regulations promulgated by the Mutual Corporations, are forbidden to permit said pets on buses and common areas in community facilities under the administration of the Golden Rain Foundation, including, but not limited to, the following: administrative offices, clubhouses, amphitheater, golf course, swimming pool, or health care center. While traversing over the streets or sidewalks or any common area of the Golden Rain Foundation GRF Trust areas property, the pet must be on a leash not longer than six feet and under the control of, and accompanied by, the pet owner and/or responsible adult at all times and the pet owner and/or responsible adult must have in evidence and in plain view, at all times, a plastic bag and/or a poop scoop device for the purpose of immediately removing any defecated material that may be purged from the animal while walking.~~
2. ~~The Mutual Corporations adopting regulations concerning pets provide for administrative registration of pets and service animals, and the Golden Rain Foundation shall promulgate a Registration Form which shall include an agreement by the pet owner to be bound by the rules and regulations concerning ownership of a pet and/or social, companion, emotional support and/or service animal.~~
3. ~~All pet owners shall display a decal on or near the entrance door of the apartment advising there is a pet on the premises.~~

~~Members who purchase a membership and right of occupancy at Leisure World, subsequent to January 1, 2001, shall be required to execute an agreement stating they agree not to have a pet of any kind in their dwelling unit or premises, unless they have~~
(Apr 11)

COMMUNITY OPERATIONS

USE OF COMMUNITY FACILITIES

AMEND

Pet Ownership Rules - Golden Rain Foundation

~~agreed to the rules and regulations promulgated by the Mutual Corporation and the Golden Rain Foundation for having a pet on the premises of Leisure World, Seal Beach.~~

2. All pets, SA and ESA must be duly registered with Stock Transfer.
3. Owner is responsible for damages or injury caused by the pet, SA and/or ESA.
4. Owner is responsible for ensuring the pet, SA and/or ESA does not disturb normal activities and/or functions upon Trust property.
5. Owner is responsible for compliance with any relevant city, county, and/or state ordinances and/or laws while upon Trust property.
6. If the presence, behavior or actions of the pet, SA and/or ESA constitutes an immediate risk or danger to people, other pets, SA and/or ESA or Trust property, the owner will be asked to remove the pet, SA and/or ESA from Trust property immediately.
7. Pets are not allowed:
 - Within in Trust buildings
 - 4. • on the Golf Course

(Apr 11)

COMMUNITY OPERATIONS

USE OF COMMUNITY FACILITIES

AMEND

Pet Ownership Rules - Golden Rain Foundation

Policy

Adopted: 16 Jan 01

Amended: 15 Oct 02

Amended: 22 Apr 11

Amended:

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Apr 11)

COMMUNITY OPERATIONS**USE OF COMMUNITY FACILITIES****AMEND****Pet Ownership Rules - Golden Rain Foundation**

The State of California has adopted, effective January 1, 2001, California Civil Code §1360.5 related to pet ownership. This section affects pet ownership within Leisure World, Seal Beach. The Golden Rain Foundation (GRF) is not the owner of any property subject to a separate interest. These rules and regulations relate to all of the common areas facilities of the GRF, under and pursuant to its control and as part of the Trust for the community facilities.

1. While traversing over the streets or sidewalks or any common area of the GRF Trust property, the pet must be on a leash not longer than six feet and under the control of, and accompanied by, the pet owner and/or responsible adult at all times and the pet owner and/or responsible adult must have in evidence and in plain view, at all times, a plastic bag and/or a poop scoop device for the purpose of immediately removing any defecated material that may be purged from the animal while walking.
2. All pets, SA and ESA must be duly registered with Stock Transfer.
3. Owner is responsible for damages or injury caused by the pet, SA and/or ESA.
4. Owner is responsible for ensuring the pet, SA and/or ESA does not disturb normal activities and/or functions upon Trust property.
5. Owner is responsible for compliance with any relevant city, county, and/or state ordinances and/or laws while upon Trust property.
6. If the presence, behavior or actions of the pet, SA and/or ESA constitutes an immediate risk or danger to people, other pets, SA and/or ESA or Trust property, the owner will be asked to remove the pet, SA and/or ESA from Trust property immediately.
7. Pets are not allowed:
 - Within in Trust buildings
 - on the Golf Course
8. Visiting Pets are not admitted without prior approval of the Mutual.

(Apr 11)

COMMUNITY OPERATIONS

USE OF COMMUNITY FACILITIES

AMEND

Pet Ownership Rules - Golden Rain Foundation

Policy

Adopted: 16 Jan 01

Amended: 15 Oct 02

Amended: 22 Apr 11

**GOLDEN RAIN FOUNDATION
Seal Beach, California**

(Apr 11)

Page 2 of 2



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLD RAIN FOUNDATION BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE (MW)
SUBJECT: ADMINISTRATION BUILDING FIRST FLOOR IMPROVEMENTS
DATE: FEBRUARY 17, 2017
CC: FILE

At its regular scheduled meeting on February 13, 2017, the Physical Property Committee (PPC) reviewed a request to make improvements to the first floor of the Administration Building for the Finance and Stock Transfer Departments. The Committee revised the scope of work provided by the Physical Properties Department to replace the lighting with LED fixtures, paint all of the rooms, replace the carpet on the first floor, replace work stations, and filing systems in both departments (see attached). The total cost of the project is as follows:

Golden State Surfaces– Carpet replacement: \$21,245
Talimar Systems – Stock Transfer work stations: \$14,899
Talimar Systems – Finance work stations: \$30,130
Painting: \$10,000
LED Lighting: \$7,500
10% Contingency: \$8,377

Upon discussion, the PPC unanimously agreed to have the work completed, for a cost not to exceed \$92,151, and forward it to the Finance Committee for review and funding approval.

At its regular scheduled meeting on February 21, 2017, the Finance Committee reviewed available funding for this project and unanimously resolved to approve the Reserve funding request for this project.

I move to approve improvements to the first floor of the Administration Building for the Finance and Stock Transfer Offices, including replacement of the existing lighting with LED fixtures, painting all rooms, carpet replacement on the first floor, and the replacement of work stations in

Finance and Stock Transfer Departments, for a cost not to exceed \$92,151, including contingencies, funding from Reserves and to authorize the President to sign the applicable contracts.



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 - STOCK TRANSFER WORKSTATIONS - REVISED 02/06/2017

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
SYSTEMS FURNITURE WORKSTATIONS PER PLAN			
4	L & U-SHAPED DESK WORKSTATION SETUPS PER PLAN WITH 47H AND 67H PARTITIONS INCLUDING BOX/BOX/FILE PEDESTALS 36" WIDE 2-DRAWER LATERALS, POWERED SPINES, 42", 48" & 60" LOCKING OVERHEAD STORAGE BINS, TACKBOARDS AND ALL REQUIRED SUPPORTS & HARDWARE ASSEMBLY & INSTALLATION INCLUDED IN PRICE FABRICS & FINISHES: TO MATCH PREVIOUS INSTALLATIONS	\$ 1,764.85	\$ 7,059.40
1	L-SHAPED SEATED & COUNTER HEIGHT AREA INCLUDING 32H AND 39H PARTITIONS WITH SWINGING DOOR, POWERED SPINE, DOUBLE 42" WIDE STORAGE SHELVING AND ALL REQUIRED SUPPORTS & HARDWARE ASSEMBLY & INSTALLATION INCLUDED IN PRICE FABRICS & FINISHES: TO MATCH PREVIOUS INSTALLATIONS	\$ 2,306.20	\$ 2,306.20
1	STRAIGHT WORKSTATION PER PLAN INCLUDING 47" HIGH SIDE PARTITION AND ALL REQUIRED SUPPORTS & HARDWARE ASSEMBLY & INSTALLATION INCLUDED IN PRICE FABRICS & FINISHES: TO MATCH PREVIOUS INSTALLATIONS	\$ 646.20	\$ 646.20

Total extended net price: \$ 10,011.80
Complete Freight & Delivery: \$ 700.00

GOLDENRAIN_STOCKTRANSFER_SUMMARY_020617.xls
Page 1
2/6/2017

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
	Additional Discounting Provided:		\$ (500.00)
	Tax: 7.75%		\$ 791.41
	TOTAL:		\$ 11,003.21

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

Authorized by: _____ Date: _____

signature

print name



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 - STOCK TRANSFER LATERAL FILES PER PLAN - 02/06/2017

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
5	LATERAL FILING PER PLAN FROM STOCK 30" WIDE 3-DRAWER LATERAL FILE UNITS FINISH: BLACK	\$ 210.00	\$ 1,050.00
10	TALFALF4D-30 30" WIDE 4-DRAWER LATERAL FILE UNITS FINISH: BLACK	\$ 275.00	\$ 2,750.00

Total extended net price:	\$ 3,800.00
Complete Freight/Delivery & Installation/Setup:	\$ 450.00
Tax: 7.75%	\$ 329.38
TOTAL:	\$ 4,579.38

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

Authorized by: _____ Date: _____
signature

print name

GOLDEN RAIN - STOCK TRANSFER

JOB NO. : GOLDENRAIN_STOCKTRANSFER_020617.SKF



Talimar Systems

Brandon@talimarsystems.com

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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 - FINANCE DEPARTMENT OPEN OFFICE WORKSTATIONS - 02/02/2017

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
	SYSTEMS FURNITURE WORKSTATIONS PER PLAN		
4	L-SHAPED OPEN OFFICE WORKSTATION SETUPS PER PLAN INCLUDING 30" DEEP WORKSURFACES, BOX/BOX/FILE & FILE/FILE PEDESTALS, 30" AND 48" WIDE OVERHEADS, TACKBOARDS TASKLIGHTS AND ALL REQUIRED SUPPORTS & HARDWARE FABRICS & FINISHES: TO MATCH PREVIOUS INSTALLATIONS	\$ 1,770.76	\$ 7,083.04
4	36" WIDE 2-DRAWER LATERAL FILE UNITS FINISH: MEDIUM TONE	\$ 275.00	\$ 1,100.00
2	TALX-DMA1-FX DUAL MONITOR ARM SYSTEM SIDEMARK: FATIMA'S & SORA'S WORKSTATION FINISH: SILVER OR WHITE	\$ 281.25	\$ 562.50

Total extended net price:	\$ 8,745.54
Complete Freight/Delivery & Installation/Setup:	\$ 1,000.00
Additional Discounting Provided:	\$ (500.00)
Tax: 7.75%	\$ 716.53
TOTAL:	\$ 9,962.07

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

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
Authorized by: _____		Date: _____	
signature			

print name			



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 - FINANCE DEPARTMENT FLOATING WORKSTATION - 02/02/2017

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
1	SYSTEMS FURNITURE WORKSTATIONS PER PLAN L-SHAPED OFFICE DESK WORKSTATION SETUP PER PLAN INCLUDING BOX/BOX/FILE & FILE/FILE PEDESTALS AS SHOWN 48" WIDE OVERHEADS, TACKBOARD, TASKLIGHT AND ALL REQUIRED SUPPORTS & HARDWARE FABRICS & FINISHES: TO MATCH PREVIOUS INSTALLATIONS	\$ 1,134.80	\$ 1,134.80
Total extended net price:			\$ 1,134.80
Complete Freight/Delivery & Installation/Setup:			\$ 200.00
Additional Discounting Provided:			\$ (50.00)
Tax: 7.75%			\$ 99.57
TOTAL:			\$ 1,384.37

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

Authorized by: _____ Date: _____
signature

print name



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 - FINANCE DEPARTMENT MARSHALL'S OFFICE WORKSTATIONS - 02/02/2017

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
	SYSTEMS FURNITURE WORKSTATIONS PER PLAN		
1	L-SHAPED OFFICE DESK WORKSTATION SETUP PER PLAN INCLUDING BOX/BOX/FILE & FILE/FILE PEDESTALS AS SHOWN 36" AND 48" WIDE OVERHEADS, TACKBOARDS, TASKLIGHTS AND ALL REQUIRED SUPPORTS & HARDWARE FABRICS & FINISHES: TO MATCH PREVIOUS INSTALLATIONS	\$ 1,387.40	\$ 1,387.40
1	36" WIDE 2-DRAWER LATERAL FILE UNIT FINISH: MEDIUM TONE	\$ 275.00	\$ 275.00

Total extended net price:	\$ 1,662.40
Complete Freight/Delivery & Installation/Setup:	\$ 200.00
Additional Discounting Provided:	\$ (100.00)
Tax: 7.75%	\$ 136.59
TOTAL:	\$ 1,898.99

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

Authorized by: _____ Date: _____
signature



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 - FINANCE DEPARTMENT MAILBOX ROOM WORKSTATIONS - 02/02/2017

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
	SYSTEMS FURNITURE WORKSTATIONS PER PLAN		
2	L-SHAPED WORKSTATION SETUPS PER PLAN INCLUDING PENCIL DRAWERS AND ALL REQUIRED SUPPORTS & HARDWARE FABRICS & FINISHES: TO MATCH PREVIOUS INSTALLATIONS	\$ 650.30	\$ 1,300.60
Total extended net price:			\$ 1,300.60
Complete Freight/Delivery & Installation/Setup:			\$ 350.00
Additional Discounting Provided:			\$ (100.00)
Tax: 7.75%			\$ 120.17
TOTAL:			\$ 1,670.77

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

Authorized by: _____ Date: _____
signature

print name



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 - FINANCE DEPARTMENT OFFICE DESK SETUPS - 02/02/2017

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
	SYSTEMS FURNITURE WORKSTATIONS PER PLAN		
3	U-SHAPED OFFICE DESK WORKSTATION SETUPS PER PLAN INCLUDING BOX/BOX/FILE & FILE/FILE PEDESTALS AS SHOWN 30", 36" AND 48" WIDE SHELVES & OVERHEADS, TACKBOARDS TASKLIGHTS AND ALL REQUIRED SUPPORTS & HARDWARE FABRICS & FINISHES: TO MATCH PREVIOUS INSTALLATIONS	\$ 1,683.27	\$ 5,049.81
3	FROM STOCK HUMANSIZE KEYBOARD/MOUSE FINISH: BLACK	\$ 100.00	\$ 300.00
9	36" WIDE 2-DRAWER LATERAL FILE UNITS FINISH: MEDIUM TONE	\$ 275.00	\$ 2,475.00
3	TALX-DMA1-FX DUAL MONITOR ARM SYSTEM FINISH: SILVER OR WHITE	\$ 281.25	\$ 843.75

Total extended net price:	\$ 8,668.56
Complete Freight/Delivery & Installation/Setup:	\$ 825.00
Additional Discounting Provided:	\$ (500.00)
Tax: 7.75%	\$ 697.00
TOTAL:	\$ 9,690.56

GOLDENRAIN_FINANCE_OFFICES_SUMMARY_020217.xls
Page 1
2/2/2017

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
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50% deposit required on all orders. All orders final.

Authorized by: _____ Date: _____

signature

print name



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 - FINANCE DEPARTMENT WORKSTATIONS FOR ESTHER & CASHIER - 02/02/2017

QUANTITY	PRODUCT DESCRIPTION	UNIT NET	EXTENDED NET
	SYSTEMS FURNITURE WORKSTATIONS PER PLAN		
2	U-SHAPED WORKSTATION SETUPS PER PLAN INCLUDING BOX/BOX/FILE & FILE/FILE PEDESTALS AS SHOWN, 48" WIDE OVERHEAD STORAGE, TACKBOARDS, TASKLIGHTS AND ALL REQUIRED SUPPORTS & HARDWARE FABRICS & FINISHES: TO MATCH PREVIOUS INSTALLATIONS	\$ 1,475.40	\$ 2,950.80
3	48W X 24D X 29H DOUBLE DOOR STORAGE CABINETS FINISH: TO MATCH PREVIOUS INSTALLATIONS	\$ 550.00	\$ 1,650.00
1	36" WIDE 2-DRAWER LATERAL FILE UNITS FINISH: MEDIUM TONE	\$ 275.00	\$ 275.00

Total extended net price:	\$ 4,875.80
Complete Freight/Delivery & Installation/Setup:	\$ 550.00
Additional Discounting Provided:	\$ (300.00)
Tax: 7.75%	\$ 397.25
TOTAL:	\$ 5,523.05

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

Authorized by: _____ Date: _____

GOLDENRAIN_FINANCE_ESTHER&CASHIER_SUMMARY_020217.xls
Page 1
2/2/2017



Proposal

February 3, 2017

Golden Rain Foundation
Attn: George Hurtado

Re: **Stock Transfer Suite**

Provide and install the following floor finishes:

Areas Included: 1st Floor Stock Transfer Suite
Remove and dispose existing carpet (based on one layer, non-ACM)
Skim coat concrete substrate with Ardex Feather Finish as needed
Mannington carpet tile, style Portela, color St. Croix 3411
Provide and install Burke 4" rubber topset base.

Base Bid \$ 6,845.00

Included: Tax, freight. Saturday Installation as needed

Excluded: **Removing or replacing furniture or equipment**
Evening and Sunday Installation.
Floor Floating, floor leveling, floor grinding or floor scraping except as noted above.
Containment, Maintenance, Cleaning and Protection of floor finishes.

Sincerely,

Steve Gaydos

Steve Gaydos
Account Manager



Proposal

Project Name: Stock Transfer
Project Address: Seal Beach Blvd, Seal Beach

Project No.:
Owners Project No.:

This document will serve as the agreement between the parties, unless amended and agreed to by both parties in writing. Any amendments to this agreement will be attached to this agreement and signed in acknowledgment of its content and amended terms and conditions.

Contract Amount - \$ 6,845.00 (Six Thousand Eight Hundred Forty Five and 00/100)

Payment Terms - All payments are due within **thirty (30) days** of invoice.

Insurance - Golden State Surfaces, Inc. to carry \$1,000,000 General Liability each occurrence, \$2,000,000 General Aggregate, & \$1,000,000 Automobile throughout the duration of the project.

Acceptance - Subject to the following terms and conditions, this Agreement shall be the exclusive agreement between the parties for all necessary materials and labor to complete the project listed above. Upon signature by an officer or authorized representative from each party this contract will be valid.

Warranty - GS Surfaces & its Sub-Contractors will warrant all goods and services for (1) one full year unless otherwise specified. In some cases manufacturer warranties may exceed the (1) year warranty. The warranty shall begin upon project sign-offs by city or state authorities. If the project does not require city or state involvement the project will be deemed completed upon a mutually agreed upon date between the parties.

Entire Agreement - This agreement, including all items incorporated by reference, contains the final and entire Agreement between GS Surfaces & its Client, and no agreement or understanding purporting to add to or modify the terms and conditions shall be binding upon either Party unless mutually agreed and evidenced by a separate document signed on or subsequent to the date of this Agreement.

Choice of Law and Limitations - This Agreement will be governed and construed in accordance with the laws of the State of California, without regard to conflict of law principles. Any claim of whatever nature arising out of or connected with this Agreement shall be resolved by final and binding arbitration conducted in Santa Ana, California by JAMS (formerly known as Judicial Arbitration and Mediation Service) pursuant to its rules then in effect ("JAMS Rules"). Each party that is not a resident of Orange County ("Non-Resident Party") hereby waives any challenge to the personal or other jurisdiction of JAMS. Each Non-Resident Party agrees that, notwithstanding any contrary provision of the JAMS Rules, any arbitration document must be served on such Non-Resident Entity. Judgment upon the award rendered by the process of arbitration may be entered in any court having competent jurisdiction therefore.

Agreed to and accepted.

Golden State Surfaces, Inc.

Authorized Client Signature

Printed Name

Date

Printed Name

Date

Title

Title



Proposal

February 2, 2017

Golden Rain Foundation
Attn: George Hurtado

Re: **Administration – 1st Floor Accounting Suite**

Provide and install the following floor finishes:

Areas Included: 1st Floor Accounting
Remove and dispose existing carpet (based on one layer, non-ACM)
Skim coat concrete substrate with Ardex Feather Finish as needed
Mannington carpet tile, style Portela, color St. Croix 3411
Provide and install Burke 4" rubber topset base.

Base Bid **\$ 14,400.00**

Included: Tax, freight. Saturday Installation as needed

Excluded: ***Removing or replacing furniture or equipment***
Evening and Sunday Installation.
Floor Floating, floor leveling, floor grinding or floor scraping except as noted above.
Containment, Maintenance, Cleaning and Protection of floor finishes.

Sincerely,

Steve Gaydos

Steve Gaydos
Account Manager



Proposal

Project Name: Accounting
Project Address: Seal Beach Blvd, Seal Beach

Project No.:
Owners Project No.:

This document will serve as the agreement between the parties, unless amended and agreed to by both parties in writing. Any amendments to this agreement will be attached to this agreement and signed in acknowledgment of its content and amended terms and conditions.

Contract Amount - \$ 14,800.00 (Fourteen Thousand Eight Hundred and 00/100)

Payment Terms - All payments are due within **thirty (30) days** of invoice.

Insurance - Golden State Surfaces, Inc. to carry \$1,000,000 General Liability each occurrence, \$2,000,000 General Aggregate, & \$1,000,000 Automobile throughout the duration of the project.

Acceptance - Subject to the following terms and conditions, this Agreement shall be the exclusive agreement between the parties for all necessary materials and labor to complete the project listed above. Upon signature by an officer or authorized representative from each party this contract will be valid.

Warranty - GS Surfaces & its Sub-Contractors will warrant all goods and services for (1) one full year unless otherwise specified. In some cases manufacturer warranties may exceed the (1) year warranty. The warranty shall begin upon project sign-offs by city or state authorities. If the project does not require city or state involvement the project will be deemed completed upon a mutually agreed upon date between the parties.

Entire Agreement - This agreement, including all items incorporated by reference, contains the final and entire Agreement between GS Surfaces & its Client, and no agreement or understanding purporting to add to or modify the terms and conditions shall be binding upon either Party unless mutually agreed and evidenced by a separate document signed on or subsequent to the date of this Agreement.

Choice of Law and Limitations - This Agreement will be governed and construed in accordance with the laws of the State of California, without regard to conflict of law principles. Any claim of whatever nature arising out of or connected with this Agreement shall be resolved by final and binding arbitration conducted in Santa Ana, California by JAMS (formerly known as Judicial Arbitration and Mediation Service) pursuant to its rules then in effect ("JAMS Rules"). Each party that is not a resident of Orange County ("Non-Resident Party") hereby waives any challenge to the personal or other jurisdiction of JAMS. Each Non-Resident Party agrees that, notwithstanding any contrary provision of the JAMS Rules, any arbitration document must be served on such Non-Resident Entity. Judgment upon the award rendered by the process of arbitration may be entered in any court having competent jurisdiction therefore.

Agreed to and accepted.

Golden State Surfaces, Inc.

Authorized Client Signature

Printed Name

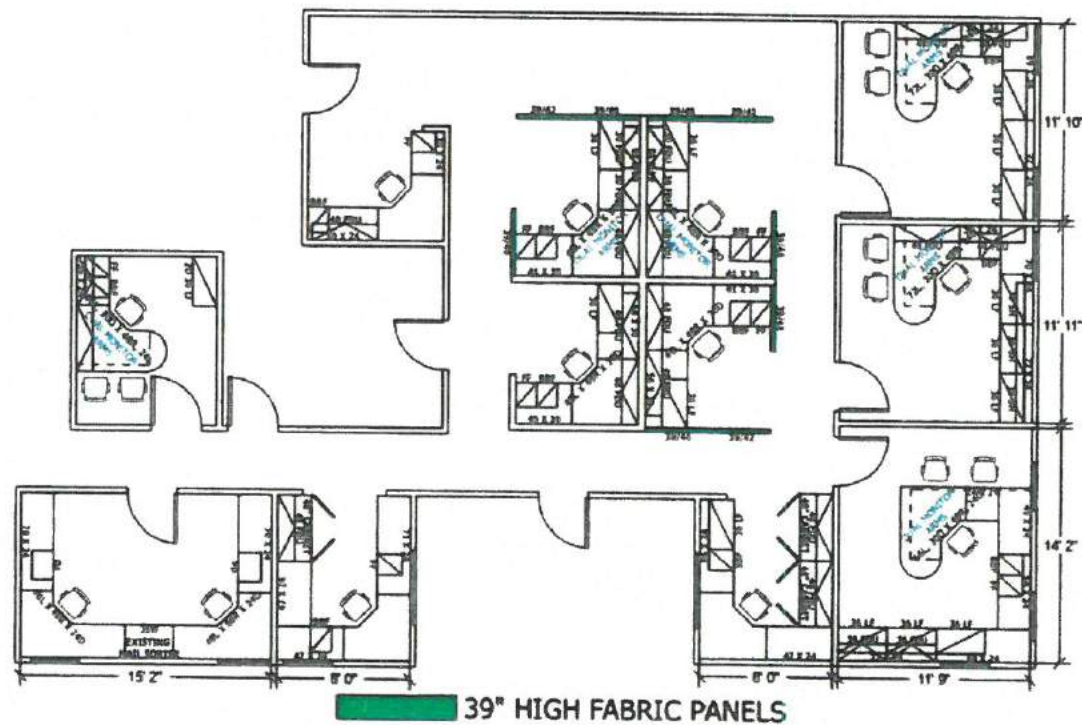
Date

Printed Name

Date

Title

Title



Furniture Plan For:

GOLDEN RAIN FINANCE DEPARTMENT

DATE: JANUARY 30, 2017

DRAWN BY: BRANDON WEDELL

SCALE: 3/32" = 1'

JOB NO.: GOLDENRAIN_FINANCE_013017.SKF

APPROVED BY:

DATE:



Talimar Systems

3105 W Alpine St.
Santa Ana, CA 92704

800.776.7650

714.557.4884

714.557.6107 Fax

Brandon@talimarsystems.com

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Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE (MW)
SUBJECT: EXTENSION OF THE COMMUNITY FACILITIES LANDSCAPE CONTRACT
DATE: FEBRUARY 17, 2017
CC: FILE

At its regularly scheduled meeting on February 13, 2017, the Physical Property Committee (PPC) reviewed a request to extend the current Community Facilities contract with John's Landscape Service, which is scheduled to terminate on April 31, 2017 and extend it to December 31, 2017 (see Exhibit A). This would align the termination date for both the Community Facilities and Golf Course contracts. The PPC discussed this matter and agreed it would benefit the community to grant contractors the opportunity to bid on both projects at the same time. The following are the excerpts of the PPC meeting of February 13, 2017:

Ms. Rapp MOTIONED, seconded by Ms. Stone – TO recommend the Board to approve the extension of the contract with John's Landscape Service (JLS) to December 31, 2017, to align it with the Golf Course contract expiration date. The motion was carried unanimously by Committee members present.

I move to approve the extension of the current contract with John's Landscape Service for the maintenance of the Community Facilities Landscaping, scheduled to terminate on April 31, 2017, extending it to December 31 2017, at the same monthly cost of \$9,000 per month and authorize the President sign the contract.

John's Landscape Service
4551 Cambury Drive
La Palma, CA 90623
562-244-1113

EXHIBIT A



February 1, 2017

Golden Rain Foundation
Physical Properties Department
P.O.B. 2069
Seal Beach, CA 90740

Re: ~~Golf Course and~~ Community Services Contract Extension

I, John Anguiano, Owner of John's Landscape Service, State of California contractor license number: 771542 (C-27), agrees to the contract extension of May 1, 2017 to December 31, 2017 per the original contract terms and compensation of \$9,900.00 per month/ \$118,800.00 per year.

John's Landscape Service
John Anguiano, Owner

_____ Date _____

Golden Rain Foundation
Carole Damoci, President

_____ Date _____



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD
FROM: PHYSICAL PROPERTY COMMITTEE (MW)
SUBJECT: CLUBHOUSE SIX CONCRETE REPLACEMENT
DATE: FEBRUARY 21, 2017
CC: FILE

At its regular scheduled meeting on February 13, 2017, the Physical Property Committee (PPC) reviewed a request to replace concrete on the west end of Clubhouse Six. A quote was obtained from MJ Jurado to replace 595 square feet of concrete at this area, for a cost not to exceed \$8,000. The PPC reviewed the cost and amount of concrete needed for replacement and unanimously agreed to recommend MJ Jurado to replace 595 sq. ft. of concrete on the west end of Clubhouse Six, for a cost not to exceed \$8,000, and forward a request to the Finance Committee for Reserve Funding review.



At its regular scheduled meeting on February 21, 2017 the Finance Committee reviewed available funding for the replacement of concrete at this area and unanimously resolved to approve the Reserve funding request for this project.

I move to award a contract to MJ Jurado, for the replacement of 595 sq. ft. of concrete on the west end of Clubhouse Six, for a cost not to exceed \$8,000, funding from Reserves and authorize the President sign the contract.



Ph: (714) 397-0143
Fax: (714) 827-2110

Lic.# 987670

Proposal

Date	Estimate #
2/1/2017	1059

ATTN:

Golden Rain Foundation
13533 Seal Beach Blvd.
Seal Beach Ca 90740

Project			
Club House 6 Sidewalk.			
Description	Qty	Rate	Total
Remove & Replace Concrete Sidewalk Located By Club House 6 Along Side of Medical Building . Construct New Sidewalk With #3 Rebar.	595	10.25	6,098.75
<p>*Exclusions: Demo grading, water, permits, surveys, approved plans, soils tech, inspections, underground utilities that may be damaged during excavation, all work or items furnished by others.</p> <p>We can schedule this work to meet your production requirements. Thank you for your consideration. We trust we can be of service.</p> <p>Michael J. Jurado</p>			
Total			\$6,098.75

Approved By: _____

Date: _____

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Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: PUBLICATIONS COMMITTEE
SUBJECT: ADOPT POLICIES 2866-36, ACCEPTABLE BILINGUAL
ADVERTISEMENTS AND 2869-36, LEISURE WORLD LIVE (LW LIVE)
DATE: FEBRUARY 8, 2017
CC: FILE

At the Publications Committee meeting, on February 8, 2017, the Committee reviewed policies within their purview and moved to recommend the Golden Rain Foundation Board adopt Policies 2866-36, Acceptable Bilingual Advertisements and 2869-36, Leisure World Live (LW Live).

I move to adopt Policies 2866-36, Acceptable Bilingual Advertisements and 2869-36, Leisure World Live (LW Live).

ADMINISTRATION**NEWSPAPER SERVICES****ADOPT****Bilingual Advertising****ACCEPTABLE BILINGUAL ADVERTISEMENTS**

The LW Weekly (formerly known as the Golden Rain News) will accept bilingual advertisements that are in accordance with the general advertising guidelines in policy 2851-36 and that meet the additional criteria:

- 1) Ads may include two languages only; English must be one of the languages displayed.
- 2) Bilingual ads must include English translations for all text displayed (including text displayed in logos and/or other graphic elements).
- 3) Bilingual ads must be reviewed by a translator pre-approved by the Publications Manager or Executive Director.
- 4) Golden Rain Foundation reserves the right to reject a bilingual ad for any reason.

Adopt:**Golden Rain Foundation
Seal Beach, CA**

ADMINISTRATION**ADOPT****NEWSPAPER SERVICES****Leisure World Live (LW Live)****I. PURPOSE:**

This program is provided by the Golden Rain Foundation (GRF) to provide Shareholder/Members with an opportunity to receive rapid notification of events affecting our community.

This is a voluntary service each person must choose to opt in to the program by submitting a personal email address where notices will be sent.

II. TYPES OF NOTICES PROVIDED

1. Emergency announcements:
 - 1.1 Power outages;
 - 1.2 Water service disruptions;
 - 1.3 Road closures; or
 - 1.4 Public safety actions
2. Community action reminders, such as, GRF sponsored events and GRF Board of Directors (BOD) election ballot counting or any other special community events.
3. Restrictions:
 - 3.1 No email or personal information will be provided to any other entity;
 - 3.2 No Club announcements; and
 - 3.3 No Mutual announcements except as it relates to Section 1 categories.
4. Notices sent out through LW Live will also be published on the GRF website to inform the largest possible number of residents.

ADMINISTRATION**ADOPT****NEWSPAPER SERVICES****Leisure World Live (LW Live)**

5. LW Live announcements will be sent only by Security Chief or Publications Manager with approval of Executive Director and GRF President.

Policy:
Adopted:

Golden Rain Foundation
Seal Beach, CA



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: PUBLICATIONS COMMITTEE
SUBJECT: RESCIND 2851-36, ADMINISTRATION, NEWSPAPER SERVICES-
ADVERTISING
DATE: FEBRUARY 8, 2017

At its meeting on February 8, 2017, the Publications Committee reviewed Policy 2851-36, Administration, Newspaper Services - Advertising. The Committee recommended the Golden Rain Foundation Board of Directors to rescind the policy.

I move to rescind Policy 2851-36, Administration, Newspaper Services - Advertising.

ADMINISTRATION**RESCIND****NEWSPAPER SERVICES****Advertising**

It is the responsibility of the Publications Manager to review advertising submitted for publication in the LW Weekly and refuse advertising if it is deemed to be untruthful, misleading or in any way to be detrimental to the general good of the Shareholder/Members.

Should the Publications Manager at any time be unable to decide the propriety of advertising submitted, after consulting with the Executive Director, a recommendation by the Publications Committee may be requested.

The Publications Committee may then recommend publication or the refusal of publication, or the Committee may recommend that the Publications Manager seek a recommendation from the department head involved in related activities.

The name of the Business must be published.

The Golden Rain NEWS will accept advertisement's written in English only.

Regulation

Adopted: 18 Feb 77
Amended: 01 Jun 84
Amended: 24 Dec 85
Amended: 26 Jan 16

**Executive Director
Golden Rain Foundation**



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: RECREATION COMMITTEE
SUBJECT: CLUBHOUSES ONE AND TWO DUST EXTRACTION UNITS
DATE: FEBRUARY 23, 2017
CC: FILE

At its February 8, 2017 meeting, the Recreation Committee (RC) reviewed correspondence from Clubhouses One and Two wood shops requesting the installation of new Dust Extraction Units that will improve the air quality for the wood shop Supervisors and Shareholders by filtering out fine particles in the air. After reviewing the information on the units, the RC approved the requested purchase of two self-contained auxiliary Air Extraction Units for both woodshops, in an amount not to exceed \$2,000, and to forward this request to the Finance Committee for approval of funding as a Capital expense.

At its meeting on February 21, 2017, the Finance Committee approved funding for the installation of two new Air Extraction Units for Clubhouses One and Two woodshops, in an amount not to exceed \$2,000, from the Capital Budget.

I move to approve the purchase of two new Air Extraction Units for Clubhouses One and Two woodshops, in an amount not to exceed \$2,000, and to authorize the President to sign the contract.



LOGIN

CART



HOME

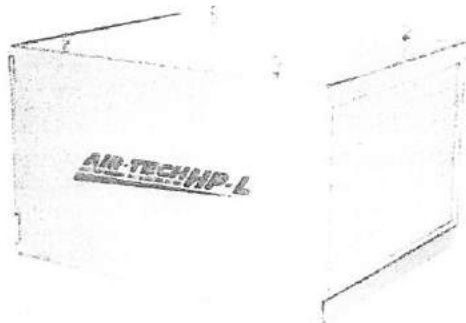
AIR FILTRATION

DUST COLLECTION

MULTI-ROUTER

ACCU-MITER

HOME \ AIR FILTRATION \ AIR-TECH HP-L



AIR-TECH HP-L

\$699.00

The JDS Air-Tech HP-L has a 1/2 HP motor that produces 1,575 max CFM and 1370 CFM of filtered air. This will clean a 45'x 45' shop in 10 minutes! The Air-Tech HP-L

comes with an RF remote control and a washable electrostatic filter that has a 10 year warranty.

1

ADD TO CART

CUSTOMER RATING (0)

SUBMIT A REVIEW

SKU: 18000

Category: Air Filtration

Tags: Air Filter, Air-Tech HP-L, Air Filtration

ADDITIONAL DETAILS

CUSTOMER REVIEWS

The JDS Air-Tech HP-L is perfect for custom woodworking shops and cabinet makers. With three speeds this heavy-duty 1/2 HP motor produces a maximum 1575 cfm unrestricted airflow and provides 1370 cfm of filtered air. This will clean the air in a 45'x 45' shop every 10 minutes. The filtration system will remove 99-percent of dust particles as small as five

microns and 91-percent of particles as small as one micron in size.

A powerful 1/2 HP blower motor will quietly circulate and filter the air in your room. No outside venting is required and existing room temperature is not affected. The JDS Air-Tech HP-L will operate most efficiently mounted to the ceiling. In larger areas requiring a high volume of air filtration, multiple units can be strategically placed.

The Air-Tech HP-L has tool free filter change that is quick and easy. The first stage filter is a washable electrostatic filter that has a 10 year warranty. This filter comes as standard equipment with the Air-Tech HP-L! The second stage filter is a MEREV 14 per ASHRAE 52.2 bag filter that captures 99% of particles as small as 5 microns and 91% of particles as small as 1 micron in size. In layman's terms this will provide your shop with the cleanest environment possible.



The new radio frequency (RF) remote control allows you to operate the Air-Tech HP-L from anywhere in the shop, even from an adjacent room. The convenient RF remote is equipped with three speeds and a timer function that allows you to set a timer for 2, 4, 6, and 8 hour increments.

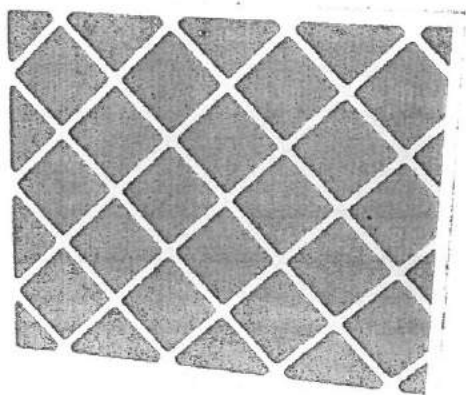
The JDS Air-Tech HP-L delivers power, convenience, efficient filtration, and state of the art design all at an affordable price.

Keep your shop clean with JDS High Performance Air Filtration.

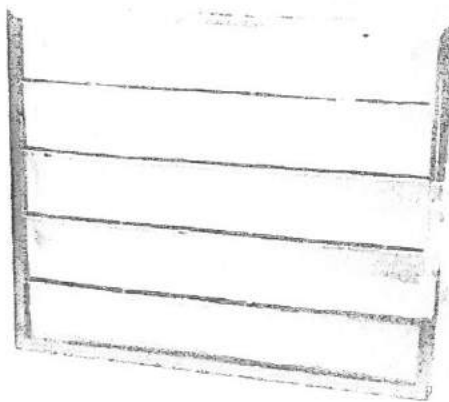
- Powerful 1/2 hp motor!

- 1575 max CFM, 1370 CFM filtered airflow!
- Washable electrostatic pre-filter.
- Removes airborne dust
- RF remote control with speed and timer function.
- Quick and easy, tool free, filter change.
- All welded steel construction.
- Beautiful powder coat finish.

RELATED PRODUCTS



CHARCOAL FILTER MODEL HP-L,
HP-XI 8-12 AND 10-16



INTERNAL BAG FILTER MODEL HP-
I HP-XI 8-12 AND 10-16

DISPOSABLE PRE FILTER MODEL
\$79.99

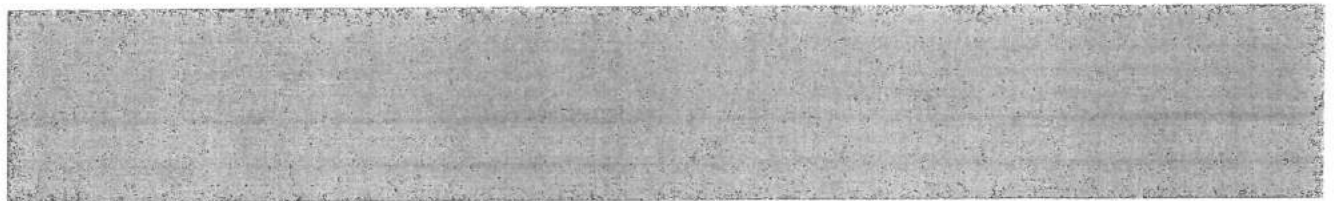



DISPOSABLE PRE FILTER MODEL
HP-L, HP-XL, 8-12, AND 10-16
\$12.99

AIR-TECH HP
\$64.99



AIR-TECH HP
\$399.00





JDS Tools
108 Leventis Drive
Columbia, SC 29209
800-480-7269

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Printed in the U.S.A.

ABOUT JDS

Since 1987, woodworkers have been selecting high quality tools and equipment from JDS. From the incredible Multi Router (the furniture makers dream machine), to our award winning Air Filtration and Dust Collection, our tools and accessories have been the choice of amateur and professional woodworkers alike.

MORE LINKS

[HOME](#)

[CONTACT US](#)

[ABOUT US](#)

[AIR FILTRATION](#)

[DUST COLLECTION](#)

[MULTI ROUTER](#)

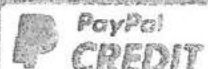
[ACCUMITER](#)

WE ACCEPT

VISA



DISC VER



[HOME](#)

[CART](#)

[CHECKOUT](#)

[MY ACCOUNT](#)

© 2015 JDS TOOLS

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Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: RECREATION COMMITTEE
SUBJECT: CAPITAL FUNDING REQUEST: CLUBHOUSE SIX AIR WALL
DATE: FEBRUARY 23, 2017
CC: FILE

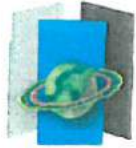
The portable dividers that are currently used to separate the Hospitality and the table tennis areas are in need of replacement. The Recreation Committee requested that the Recreation Department research a more appropriate type of temporary divider wall for the area.

The Recreation Committee reviewed information on the PORTA-PANEL wall system that creates a portable/demountable wall system. After reviewing the system, the Recreation Committee approved the system and requested that it be determined if a permit would be required. (Per the city planning department, no permit is required.)

At its meeting on January 11, 2017, the Recreation Committee approved the installation of the new Air Wall system in Clubhouse Six, by Kali Space Solutions, in the amount not to exceed \$20,000, from the Capital Budget, color to be selected by the Architectural Design and Review Committee (ADRC) and to request that the Finance Committee approve funding.

At its meeting on February 21, 2017, the Finance Committee approved funding for the purchase of the new PORTA-PANEL wall system for Clubhouse Six, not to exceed \$20,000, from the capital budget.

I move to approve the purchase of the new PORTA-PANEL Wall system, for Clubhouse Six, in an amount not to exceed \$20,000, the color to be selected by the ADRC and to authorize the President to sign the contract.



SATURN SYSTEMS INC.

P 16028

Kali Space Solutions

15926 S. Figueroa St.
Gardena, CA 90248
PH: (310) 329-2728 FAX: (310) 988-2607
Email: david@saturnwallsystems.com
www.saturnwallsystems.com

Bill to: **Golden Rain Foundation**
Seal Beach, CA 90740

Contact: **Mr. Terry DeLeon**
Tel: 562.431.6586, ext. 350

"Leisure World Wall Panels"

SALES: David Kulseth
Cell: 949.973.1579
Terms: 50% Deposit /50% COD

Date: 12/10/16

Description of Work

Scope of Work:

- 1 Run: 18'5" wide x 108" Ceiling Height (5 each Equal Size Panels)
- 1 Run: 15'0" wide x 108" Ceiling Height (4 each Equal Size Panels)
- 1 Run: 19'0" wide x 108" Ceiling Height (5 each Equal Size Panels)

Panel Thickness: 2-1/4"

Panel Finish: Vinyl - Color to be Verified

Laminated to 1/8" Hardboard

Polystyrene or Honeycomb Core

Frame Trim: Commerical Satin Clear Anodized Aluminum

Delivered & Installed:

***Total Amount: \$ 16,800.00**

*Plus applicable tax or proof of tax exemption

WITH TAX - 18,144.08

We appreciate the opportunity to serve you and look forward to working with you on this project.

ACCEPTANCE

By:

Date:

(Signature over Printed Name)



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: RECREATION COMMITTEE
SUBJECT: AMEND POLICY 2501-35, LIBRARY, PATRON USE
DATE: FEBRUARY 8, 2017

At its meeting on February 8, 2017, the Recreation Committee reviewed Policy 2501-33, Library, Patron Use. The Committee recommends the Golden Rain Foundation Board of Directors amend the policy to reflect a correction in the Hours of Operation of the Library.

I move to amend Policy 2501-33, Library, Patron Use, to reflect a correction in the Hours of Operation as follows: "The Library shall remain open from 9:30 a.m. to 3:30 p.m., Monday through Saturday," and omit the remainder of the sentence.

COMMUNITY FACILITIES**LIBRARY****AMEND****Patron Use**

The Leisure World Library is for the exclusive use of shareholder/members of the Golden Rain Foundation (GRF) with the following exception:

1. Guests may accompany residents to the Library, however, they are not permitted to borrow materials.

Shareholder/members wishing to borrow materials from the Library must present a library card each time items are borrowed:

1. To obtain a library card, shareholder/members must present a resident identification card to the library staff.

Hours of Operation

The Library shall remain open from 9:30 am to 3:30 pm, Monday through ~~Friday, and 9:30 am to 12:30 pm on Saturday.~~

Promotional Materials

Publications of general cultural interest may be placed in the lobby. Advertising of a political, sectarian, travel or Club-related nature may not be placed in the Library.

The Library Operations Supervisor (LOS) is authorized to remove any printed material that does not qualify for placement in the Library.

Artwork Display

The LOS is responsible for the display of artwork in the Library buildings.

1. The display areas in the Library are used for art pieces and collections, in locked cases.
2. The display wall areas in the buildings will be reserved for paintings of the artists in the community.

A display coordinator, who is appointed by the LOS, will establish the art pieces and

COMMUNITY FACILITIES

LIBRARY

AMEND

Patron Use

collections to be displayed each month.

Permanent displays of artwork and collections will not be permitted in the Library buildings unless specific action is recommended by the LOS to the Recreation Committee and approved by the Board of Directors (BOD) of the GRF.

All displays of artwork or collections are the responsibility of the owner to insure in case of loss or damage. The GRF is not responsible for any exhibits. A release must be signed by the exhibitor. (See Exhibit A)

Borrowing Material

For the benefit of the patrons of the Library, a limitation on the number of materials and the length of time they may be borrowed has been established.

Books, Music and Magazines:

	<i>Individual Max. Number</i>	<i>Borrow Time</i>	<i>Renewal Allowed</i>
Books – New (up to 399 pages)	5	1 Week	None
Books – New (400 or more pages)	5	2 Weeks	None
Books – Regular	15	3 Weeks	One
Books – On Tape, CD, MP3 or Playaway	15	3 Weeks	One
Music – Cassettes & Compact Discs (CD)	5	2 Weeks	One
Magazines	5	1 Week	None

DVDs, Blu-Ray, DVSs and Videos:

	<i>Individual Max. Number</i>	<i>Borrow Time</i>	<i>Renewal Allowed</i>
New Fiction	3	3 Days	None
New Non-Fiction	3	1 Week	None
Regular Fiction	3	1 Week	One
Regular Non-Fiction	3	3 Weeks	One

Exceptions shall be limited to the following:

1. As a convenience to home-bound residents, all books, except best sellers,

(May 15)

COMMUNITY FACILITIES**LIBRARY****AMEND****Patron Use**

may be borrowed for up to eight weeks.

A daily fine will be assessed for any materials returned after the specified time limit.

Fines

In an effort to have library materials returned within a specified time frame and in good condition, the following fines have been established:

<u>Category Daily:</u>	Late Fine	Maximum Fine
Books	\$.25	\$10.00
Magazines	\$.25	\$ 3.00
Cassette Tapes and Compact Discs	\$.25	\$10.00
Books on Tape, CD, MP3, PlayAway	\$.25	\$10.00
Paperback Books	\$.25	\$ 5.00
Pamphlets	\$.25	\$ 3.00
Videos, DVDs, DVSs and Blu-Ray	\$1.00	\$25.00

Fees**Category Fee:**

Replacement Library Card	\$ 2.00
Lost Material / Replacement Fee	Cost of Item

All fines and fees will be collected at the Library.

Business Services

Photocopiers, computers and a facsimile (FAX) machine are available for patron use during operating hours.

Category Cost

Computer Printouts	\$.10 per page
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COMMUNITY FACILITIES

LIBRARY

AMEND

Patron Use

Photocopies	\$.10 per page
Faxes Received	\$.50 per page
Faxes Sent within United States	\$1.00 per page
Faxes Sent Internationally	\$3.00 per page

Loss of Library Privileges

Failure to comply with this policy may result in loss of Library privileges.

Policy

Adopted: 26 May 15

Amended:

GOLDEN RAIN FOUNDATION
Seal Beach, California

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Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: SECURITY, BUS & TRAFFIC COMMITTEE
SUBJECT: AMEND POLICY 5536.05-37, AFTER HOURS VISITORS
DATE: FEBRUARY 17, 2017

At its meeting on February 1, 2017, the Security Bus & Traffic Committee reviewed Policy 5536.05-37, After Hours Visitors. The Committee recommends the Golden Rain Foundation Board of Directors amend the policy by removing the second paragraph in its entirety.

I move to amend Policy 5536.05-37, After Hours Visitors, by removing the second paragraph in its entirety.

GOLDEN RAIN OPERATIONS**BOARD INTERNAL OPERATIONS****AMEND****After Hours Visitors**

Many times residents have out of town visitors who find it inconvenient or impossible to meet the 11:00 p.m. restriction placed on guest passes. To avoid the necessity of contacting a resident at a late hour to obtain permission to allow a visitor to enter Leisure World, residents can call Security and authorize admittance of a guest after 11:00 p.m. for a specific period of time.

~~When such a request is received, Security will contact the resident to verify this authorization.~~

Policy
Adopted: 21 Aug 84

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Aug 84)



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: SECURITY, BUS & TRAFFIC COMMITTEE
SUBJECT: RESCIND POLICIES 1911-37, ONE WAY STREETS; 1914-37, RESTRICTED PARKING-ACCESSIBLE PARKING SPACES AND 3370-37, STAFF OPERATIONS, VEHICLE MAINTENANCE PROGRAM
DATE: FEBRUARY 17, 2017

At its meeting on February 1, 2017, the Security Bus & Traffic Committee the policies under their purview and moved to recommend the GRF Board of Directors rescind policies 1911-37, One Way Streets; 1914-37, Restricted Parking – Accessible Parking Spaces and 3370-37, Staff Operations, Vehicle Maintenance Program.

I move to rescind Policies 1911-37, One Way Streets; 1914-37, Restricted Parking – Accessible Parking Spaces and 3370-37, Staff Operations, Vehicle Maintenance Program.

COMMUNITY OPERATIONS**VEHICLE AND PEDESTRIAN CODE****RESCIND****One-Way Streets**

The alley alongside the Leisure World Health Care Center buildings is a one-way street from Golden Rain Road to the street immediately north of the Health Care Center buildings, and is to be so marked.

Policy

Adopted: 30 Aug 66

Amended: 28 Feb 89

**GOLDEN RAIN FOUNDATION
Seal Beach, California**

(Feb 89)

COMMUNITY OPERATIONS**VEHICLE AND PEDESTRIAN CODE****RESCIND****Restricted Parking – Accessible Parking Spaces**

The Golden Rain Foundation will provide the appropriate number of accessible parking spaces in the parking lots of the community facilities as indicated in the ADA Standards for Accessible Design (ADA).

Accessible parking spaces will be located as near to the main entrances of the buildings as possible. The number of accessible parking spaces in each location shall be at least the minimum number as indicated in the ADA.

Accessible parking spaces will be designated with a sign showing the international symbol of accessibility in accordance with the ADA and the California Vehicle Code (CVC).

Security Department personnel and the Seal Beach Police Department are authorized to issue citations to the owners of vehicles that do not display appropriate placards or license plates and are parked in accessible parking spaces.

Requests for additional accessible parking spaces in any location shall be submitted in writing to the Community Facilities Manager who shall investigate the request and submit appropriate recommendations to the Physical Property Committee. The Physical Property Committee will review the request and recommendations and take appropriate final action on the recommendations and notify the Physical Property Department of its action.

Policy

Adopted: 20 Jan 81
 Amended: 20 May 86
 Amended: 04 Dec 87
 Amended: 17 Mar 92
 Amended: 10 Oct 99
 Amended: 19 Jul 11

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Jul 11)

STAFF OPERATIONS**RESCIND****PHYSICAL PROPERTY DEPARTMENT****Vehicle Maintenance Program**

The Community Facilities Manager oversees the department responsible for the maintenance and upkeep of all Foundation vehicles, including gas-, electric-, or propane powered.

1. The Transportation Supervisor will maintain a record of each vehicle, including all repairs, replacement and maintenance.
2. The Transportation Supervisor will report to the Community Facilities Manager and the Security, Bus and Traffic Committee annually in June on the general condition of each vehicle and will recommend replacement when needed.
3. The Transportation Supervisor is responsible for initiating service and preventive maintenance procedures necessary to implement a high standard of vehicle service and maintenance.

Procedure

Approved: 01 Apr 83
Revised: 18 May 87

**Executive Director
Golden Rain Foundation**



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: RANDY ANKENY, EXECUTIVE DIRECTOR
SUBJECT: BACK UP GENERATOR, CAPITAL FUNDING REQUEST
DATE: FEBRUARY 22, 2017
CC: FILE

On Friday February 17, 2017, a strong weather system brought periods of heavy rain and strong winds with gust in excess of 50mph, resulting in localized flooding/standing water and large areas of power outages due to down power lines, and transformer failures.



Transformer failure at the Main Gate

All vital systems (Server, phone, radio combinations etc.) are required during any emergency; it is critical that we have a reliable and of a suitable size backup generator to keep these key systems online.

The existing backup generator at the News Building was installed in 1974 and, at the time, a small generator of 5000kw was adequate. Now 43 years later, with multiple server systems, wireless connectivity between buildings, telephone system operating off the main server, multiple radio systems, there is a clear and present need to upgrade and expend emergency power systems.

Staff is proposing a replacement of the 5000kw generator with a 40,000 to 60,000 kw generator and applicable transfer switches. A generator of this size would provide required power to operate all key systems, including the running of power to the Administration Building servers and wireless antenna arrays.

Estimated cost to replace the emergency generator, new transfer switches, permits, installation and electrical contractor for various wiring needs is \$35,000. Funding for this non-scheduled project would be from Capital, where adequate levels of Capital funds are available.

I move to authorize the Executive Director to initiate the required purchases and the President to sign any contract for the purchase and installation of a backup generator of 40,000 to 60,000kw output to maintain operations of critical components (i.e. Servers, Phone System, Wireless array, and Radio systems), in an amount not to exceed \$35,000. Funding from available Capital funds.