



Board of Directors

Agenda

Clubhouse Four

Tuesday, March 22, 2016

10:00 a.m.

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

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

7. Consent Calendar – Approval of Board Committee Meeting Minutes (pp.1-2)
8. Approval of Minutes
 - a. February 23, 2015 (pp. 3-16)
 - b. March 7, 2016 (pp. 17-18)
9. Business
 - a. Golden Rain Foundation Board
 - i. Approve 2016/2017 Appointment of New Standing Committees (Mrs. Winkler, pp.19-22)
 - b. Executive Committee
 - i. Policy 5080-30, Master Plan of Golden Rain Foundation – Discussion Only (Mrs. Reed, pp. 23-24)
 - c. Finance Committee
 - i. Acceptance of the February 2016 Financials for Audit (Ms. Stone, pp. 25-36)
 - ii. Acceptance of the 2015 Financials (Ms. Stone, pp. 37-56)
 - iii. Approve Reserves, Inflationary Rate (Mr. Stone, pp. 57-60)

- iv. Percent Fund for Reserve Study (Mr. Stone, pp. 61-64)
 - v. Approve Reserve Study Institute Contract (Ms. Snowden, pp. 65-66)
 - vi. Approve Lease – Video Producers Club (Mrs. Dodero, pp. 67-76)
 - vii. Approve Lease – Golden Age Foundation (Mr. Hood, pp. 77-84)
- d. ITS Committee
 - i. Approve contract for Technical Support (Mr. Friedman, pp. 85-88)
- e. Physical Properties Committee
 - i. Approve Contract to Replace Clubhouse Six Flooring (Ms. Snowden, pp. 89-92)
 - ii. Approve Community-Wide Movement Study (Mr. Lukoff, pp. 93-98)
- f. Publications Committee
 - i. Amend Policy 2811-36, News Coverage of Candidates Running for Public Office (Mrs. Greer, pp. 99-104)
- g. Recreation Committee
 - i. Cancellation of Janitorial Contract (Mr. Hood, pp. 105-106)
 - ii. Janitorial Services (Ms. Rapp, pp. 107-129)
- h. Security, Bus & Traffic
 - i. Approve Drug Enforcement Agency Drug Collection (Mr. McGuigan, pp. 130-131)
- 10. Staff Reports
 - a. Controller's Report – Ms. Miller
 - b. Executive Director's Report – Mr. Ankeny
- 11. Board Member Comments
- 12. Next Meeting/Adjournment
 - a. Tuesday, April 26, 2016, 6 p.m., Clubhouse Four

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

- Minutes of the Physical Property Committee Board Meeting of February 3, 2016
- Minutes of the Special Executive Committee Board Meeting of February 4, 2016
- Minutes of the Recreation Committee Board Meeting of February 8, 2016
- Minutes of the Mutual Administration Committee Board Meeting of February 9, 2016
- Minutes of the Security, Bus & Transportation Committee Board Meeting of February 10, 2016
- Minutes of the Executive Committee Board Meeting of February 12, 2016

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 MEMBERS MEETING MINUTES- GOLDEN RAIN FOUNDATION February 23, 2016

CALL TO ORDER

President Winkler called the regular monthly meeting of the Golden Rain Foundation (GRF) Board of Directors (BOD) members to order at 10:00 a.m., on Tuesday, February 23, 2016, in Clubhouse Four.

PLEDGE OF ALLEGIANCE

We were honored today to have Joan Shramek, of the Leisure World Historical Society, to lead us in the Pledge of Allegiance.

ROLL CALL

The Corporate Secretary reported that Board members Perrotti, R. Stone, Snowden, Pratt, Hood, Wood, Rapp, L. Stone, Damoci, Winkler, Reed, McGuigan, Dodero, Greer (arrived 10:10 a.m.), Lukoff, Bolton (arrived 10:06 a.m.) and Moore were present. Board Members Friedman was absent. Executive Director Ankeny and Controller Miller were also present. Seventeen Board members were present, nine constituted a majority.

PRESIDENT'S COMMENTS

Rumor Control! The Golden Rain Foundation is going to have the four lanes on St Andrews changed down to two lanes the entire length of the street, from Northwoods Road to the St. Andrew's gate. Not true! GRF will be paving the street from our only signal to the St Andrews gate. Those of you who attended the Town Hall meeting last week learned two engineering reports advised to turn this into two lanes to facilitate the ingress and egress from the security building and make it easier for cars to enter and exit the gate. To those residents concerned about slow drivers, keep in mind, St Andrews is the only four lane street in Leisure World.

Rumor #2: All parking will be eliminated along the repaved portion of the street. Again, not true, there will be a few lost spaces; however, it might be time for all the Mutuals to take a close look at their parking situations. One Mutual shortened their parking spaces and managed to increase their parking by several more spaces. We also need to study what to do about the many unregistered cars parked on the GRF Trust streets. We hear of people parking more than two or three cars on the streets. In one instance, I have been told there are a few people who have six, seven or more automobiles parked on Mutual and Trust streets, making it difficult for everyone to find room for one of their cars. Remember, back in the sixties, our streets and carport parking were designed for one car, per unit. Many residents have more than one car and find it difficult to find parking spaces in the carports they can rent so these cars end up on the Trust or Mutual

streets and, in some Mutuals, parking is really difficult to find. We need to find a solution to our parking situation. If you are not sure where the Trust streets are located, look at the colored map of Leisure World. The streets in yellow are Trust streets.

Last month, I shared my concern regarding the futures of those Mutuals who are having a difficult time in finding residents who will get involved in their Mutual's governance by running for their Board of Directors and or the GRF Board. Many, many people don't even bother to attend their board meetings so they can understand and learn how their Mutuals take care of their buildings and grounds. If a Mutual cannot get a quorum of their BOD, the Mutual can be sent into receivership and an outsider will be appointed to manage their Mutual, at a substantial cost, which will be paid out of the Mutual bank account and, eventually, your bank account in the form of higher assessments. So, the answer is to get involved just to protect your asset, your home.

The first step is really simple! Whether you keep your calendar on your cell phone, a tablet, a computer or the old fashioned way, like I do, on a paper monthly calendar, record the Mutual and GRF board meetings for every month for the next twelve months. Unless the meeting date falls on a holiday, they are at the same time and place every month. This really helps to remember there is a meeting. If you are really interested in how the process works, consider attending the Foundation Committee meetings.

Residents, when an issue is on the agenda that they are concerned about, come out to share their thoughts and opinions and we do listen. I recently listened to a Mutual resident complain that we don't act on their suggestions or concerns. Remember, we are subject to the Civil Code also known as Davis Sterling and we cannot act on any item unless it is on the agenda, which has been posted four days in advance. Our Committee Chairs welcome the opportunity to listen to your opinions and they will take those opinions into consideration and the place to hear them is the Committee meetings. It is amazing to me that many GRF board members attend most of the committee meetings and many of the thirteen sub-committees because they want to understand the issues and have an opportunity to study the material given them so they can make informed decisions. As I sit there listening, I am always learning something new. We are a very complex business and the rules governing the interaction between the Foundation and the Mutuals is also complex and there is so much to learn which can be really important to your pocket book and your cognitive abilities. Please enter those dates, times and place on your calendar and be active in your Mutual.

ANNOUNCEMENTS/SERVICE AWARD PRESENTATION

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

Three service awards was acknowledged this month.

The GRF President recognized the following service anniversaries:

Miguel Jimenez	Recreation Department	5 years of service
Kwang "Fred" Byan	Transportation Department	5 years of service
Beverly Korytowski	Stock Transfer Department	10 years of service

Shareholder/Member Comments

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

NOTE: In accordance with applicable sections of the Civil Code and Policy 5610 of the Golden Rain Foundation, Members may provide comments to the Board. Members must register their requests in advance of the meeting, and comments are limited to four (4) minutes.

CONSENT CALENDAR – APPROVAL OF BOARD COMMITTEE MEETING MINUTES

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

- Minutes of the Physical Property Committee Board Meeting of January 6, 2016
- Minutes of the Recreation Committee Board Meeting of January 11, 2016
- Minutes of the Mutual Administration Committee Board Meeting of January 12, 2016
- Minutes of the Security, Bus & Transportation Committee Board Meeting of January 13, 2016
- Minutes of the Special Physical Property Committee Board Meeting of January 29, 2016

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

The Consent Calendar was approved, by general consent of the Board, as distributed.

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

APPROVAL OF BOARD MEETING MINUTES

The minutes of the January 26, 2016 Golden Rain Foundation Board meeting were approved, as distributed, by general consent of the Board.

NEW BUSINESS

Golden Rain Board of Directors

Alleged Conflict of Interest

The Golden Rain Foundation (GRF) Board of Directors (BOD), relying on the advice of legal counsel, has determined, according to the terms and conditions as stated in Bylaws of the Golden Rain Foundation of Seal Beach and all applicable laws, no conflict of interest exists between directors simultaneously serving on the Boards of GRF and the Golden Age Foundation.

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

TO accept corporate counsel's determination that no conflict of interest exists between qualified members of the Golden Rain Foundation of Seal Beach serving simultaneously on the Boards of GRF and the Golden Age Foundation.

Three Board Members spoke on the motion.

Mr. Lukoff MOVED, seconded by Mr. Bolton –

TO amend the motion, adding at the beginning “TO the best of the Golden Rain Foundation's Board of Directors' knowledge,…”

One Board Member spoke on the amended motion.

The amendment to the main motion was carried by the Board Members present, with one no vote (McGuigan) and two abstentions (Doderer and Wood).

TO the best of the Golden Rain Foundations' Board of Directors' knowledge, no conflict of interest exists between qualified members of the Golden Rain Foundation of Seal Beach serving simultaneously on the Boards of GRF and the Golden Age Foundation.

The amended main motion was carried by the Board Members present with two abstentions (Doderer and Wood).

Executive Committee

Inspector of Elections, 2016 Voting Cycle

At a special meeting of the Executive Committee on February 4, 2016, the Committee unanimously recommended the GRF Board of Directors appoint Accurate Voting Services, Inc. as the Inspector of Election for the 2016 election cycle.

This recommendation is in compliance with Policy 5025-33, Election Services, which states that the Executive Committee will “recommend that the Board appoint the election services company as its Inspector(s) of Election.” This action is also in accordance with Civil Code §5110.

Mrs. Damoci MOVED, seconded by Mr. Hood and carried by the Board Members present-

TO appoint Accurate Voting Services, Inc. as the Inspector of Election for the 2016 election cycle.

Amend Policy 5025-30, Election Procedures, Amend Policy 5026-30, Election of Officers and Approve the 2016 GRF Election Materials

At a special meeting of the Executive Committee on February 4, 2016, the Committee and corporate counsel reviewed drafts of the 2016 election documents. At that meeting, the Committee requested counsel update the documents for clarity, consistency, and to ensure their compliance with the Foundation Bylaws and Civil Code.

At the regular meeting of the Executive Committee on February 12, 2016, the Committee reviewed the updated documents and unanimously recommended the GRF Board of Directors approve the GRF election materials and policies, in compliance with Policy 5025-30, Election Procedures, and in accordance with Civil Code §5105.

- Policy 5025-30, Election Procedures
- Policy 5026-30, Election of Officers -
- Application for Candidacy
- Candidate Instructions
- Candidate Eligibility Disclaimer
- 2016 Schedule for Election of GRF Directors Representing Even-Numbered Mutuels
- News Article "How to be a Candidate to Run for the GRF Board of Directors for Even-Numbered Mutuels Only"
- Ballot

On motion of the GRF BOD President, the proposed elections documents were considered seriatim and accepted, with amendments.

Mrs. Reed MOVED, seconded by Mrs. Wood and carried by the Board Members present-

TO approve the 2016 GRF elections documents, including the amendment of Policy 5025-30, Election Procedures and Policy 5026-30, Election of Officers, as amended.

Adopt Policy 4191-36, Commissions

At the regular scheduled meeting of the Executive Committee on February 12, 2016, the Committee recommended adoption of Policy 4191-36, Commissions, with the amendment of the title Media Manager to Publications Manager.

Mrs. Damoci MOVED, seconded by Ms. Rapp and carried by the Board Members present-

TO adopt Policy 4191-36, Commissions.

Employee Healthcare Benefits 2016/2017

At the regular scheduled meeting of the Executive Committee on February 12, 2016, the Committee recommended that the current Medical Plan be renewed with Kaiser, the Dental HMO, PPO, VSP Vision, Life, Long Term Disability, AD & D and the Employee Assistance Plans be renewed with Guardian; the employee paid Voluntary Life Plan be renewed with Guardian and the employee paid Pet Insurance Plan be renewed with VPI Pet.

Additionally, the Kaiser HMO High Plan be revised to increase copays, the Foundation set aside

\$500, per employee, to reimburse any employee for the first \$500 copay they incur for themselves or a covered dependent to offset the increased out of pocket costs.

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

TO approve the employee healthcare benefit packages:

- Kaiser 2733
- The Dental HMO, PPO, VSP Vision, Life, Long Term Disability, AD & D and the Employee Assistant Plans be renewed with Guardian;
- The employee paid Voluntary Life Plan be renewed with Guardian;
- The employee paid Pet Insurance Plan be renewed with VPI Pet;

And authorize the President to sign all applicable documents and further authorize the Executive Director and Human Resources Director to take all applicable actions required for the health care benefit package renewals.

Trust Property, Area Outside Wall referred to as Westminster

At the regular scheduled meeting of the Executive Committee on February 12, 2016, the Committee reviewed general information in reference to the full Board's action of January 26, 2016, on wall sections L & M (Westminster Wall). The Committee discussed three options (improve the land at estimated cost of \$854,000 with an estimated annual maintenance of \$84,000; leave the land as is; or deed the property to the City of Seal Beach). The Committee recognized the merit in option three, deed the property to the City of Seal Beach and recommends to the Board the authorization of the Executive Director to contact the City Manager and open dialog about the possibility of deeding all the land from the exterior wall sections L & M to the City.

Mr. Lukoff MOVED, seconded by Mr. McGuigan -

TO authorize the Executive Director to contact the City Manager to open dialog with the City for the consideration of a quit claim deed between GRF and the City of Trust property from the exterior of proposed wall sections L & M and Westminster.

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

The motion was carried by the Board Members present.

Finance Committee

Approve January 2016 Financials

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

TO accept the January 2016 Financial Statements for audit.

Approve Capital Funds Transferred to Reserve Funds

At the regular meeting of the Finance Committee on December 16, 2014, the Committee discussed the need to carry over funds from the 2014 capital budget to finance various projects still in progress at year-end and for projects that were approved by the Board of Directors in 2014 that had not been started prior to year-end. It was the Committee's intention to move all unused funds for these projects to the Reserve fund upon completion of these projects.

In 2015, several projects were approved using capital improvement funds that qualify as replacements and therefore, more appropriately should be reclassified as reserve projects. Projects include Globe (replacement of continents), perimeter wall sections and the St. Andrews gate improvement projects.

At the regular meeting of the Finance Committee on February 16, 2016, the Committee passed a motion to transfer all remaining funds related to the projects from the Capital Improvement Fund to the Reserve Fund.

Ms. Snowden MOVED, seconded by Ms. Rapp and carried by the Board Members present-

TO provide authorization to the Executive Director and the Director of Finance to transfer \$966,032 from the Capital Improvement Fund to the Reserve Fund as indicated in Exhibit A (provided in the agenda packet). This amount represents unused funds from projects authorized in 2014 and completed in 2015 as well as unused funds from projects in progress authorized in 2015 as a capital project that should be reclassified as a reserve project.

Drawdown of Budget Contingency Fund

At the regular meeting of the Finance Committee on February 16, 2016, the Committee discussed the option of funding the Budget Contingency fund from GRF excess income from 2015 in accordance with Policy 5528-31 – Refund of Excess Income. The Committee agreed that the Budget Contingency fund, with a year-end balance of \$706,642 should be drawn down to a balance of \$500,000 and that the remainder of the funds be transferred to the Reserve fund.

Mr. Stone MOVED, seconded by Ms. Stone and carried by the Board Members present-

TO approve the drawdown of the Budget Contingency fund to \$500,000 and that the remainder of funds be transferred to the Reserve Fund.

ITS Committee

Request for Additional Funds for Axxerion Conversion

At the regular meeting of the Information Technology Committee on February 9, 2016, the Committee discussed the need for additional funds to bring the Axxerion project to implementation.

The software conversion project commenced in August 2015 immediately following the signing of the contract. The conversion team consisted of the ITS Manager (who was delegated to be the internal training manager), Controller, Accounting Supervisor and the Purchasing Manager. Shortly after the project began, the ITS Manager left the company resulting in no ITS representation or delegated training manager on the conversion team. Significantly more time has been spent on the project than initially planned.

Although the project is progressing favorably, additional hours are needed to bring the project to implementation. Before implementation, key tasks must be completed such as finalizing the draft process flows and coding scripts for work order, purchase order and inventory transaction processing, building queries and developing reports, training users of the system and making minor adjustments to the process flows prior to implementation. Training the staff will be performed in-house whereas the remaining tasks will require the vendor's time in the form of frequent telephone meetings with the conversion team and developing queries, reports, modifying scripts and adjusting the process flows.

The ITS Committee approved an additional \$25,000 for the Axxerion project pending Finance committee funding approval. At its meeting on February 16, 2016, the Finance Committee confirmed that sufficient funds are available from the Capital Improvement Fund to meet this request.

Mr. Stone MOVED, seconded by Mrs. Damoci -

TO approve funding from the Capital Improvement fund, not to exceed \$25,000, to cover estimated remaining costs of the Axxerion software conversion project.

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

The motion was carried unanimously by the Board Members present.

Physical Property Committee

Dual Parking Lot Lights and Pole Damage

During a weather related event on January 31, 2016, light pole number 4 was damaged to the extent of being non repairable.

At its February 3, 2016 meeting, the Physical Properties Committee unanimously approved to recommend to the Board Kress Construction for replacement of the Trust asset, at a cost not to exceed \$6,568.

At its February 16, 2016 meeting, the Finance Committee reviewed Reserve funds and determined that GRF has sufficient Reserve funds to accommodate the replacement of the Trust asset, as noted.

Mr. Moore MOVED, seconded by Ms. Snowden -

TO approve the replacement of light pole and fixture number 4, Asset ID 0605, and authorize the President to sign a contract with Kress Construction, in an amount not to exceed \$6,568a. Funding to replace the asset, as noted, through Reserves.

Four Board Members spoke on the motion.

The motion was carried by the Board Members present, with one abstention (McGuigan).

Clubhouse Six Heat Pumps

Two (2) of six (6) heat pumps at Clubhouse Six, units 3 and 6, have required several service calls over the past year and are now considered beyond their useful life. At its February 3, 2016 meeting, the Physical Properties Committee reviewed three (3) proposals for the replacement of the units and unanimously recommended to the Board Greenwood Heating and Air, per their estimate 1312, dated November 24, 2015, at a cost not to exceed \$10,650.

At its February 16, 2016 meeting, the Finance Committee reviewed Reserve funds and determined that GRF has sufficient Reserve funds to accommodate the replacement of the Trust asset, as noted, Asset ID 0404, units 3 and 6.

Mrs. Greer MOVED, seconded by Mrs. Dodero and carried by the Board Members present-

TO approve the replacement of two (2) Heat Pumps at Clubhouse Six, Asset ID 0404, and authorize the President to sign a contract with Greenwood Heating and Air, in an amount not to exceed \$10,650. Funding to replace the asset, as noted, through Reserves.

Physical Property Conference and Break Room Flooring

The flooring in the Physical Property Conference and Break Room, reserve ID 0702, has required ongoing repairs over the last two years; more repair is needed and it has been determined that the flooring should be replaced. The Physical Property Committee reviewed two (2) proposals for the replacement of the floors and recommended to the Board Old Town Flooring, at a cost not to exceed \$7,325.96 with an added contingency for possible subfloor repair, for a total not to exceed \$8,100.

At its February 16, 2016 meeting, the Finance Committee determined funds are available to accelerate Reserve Funding for this project.

Ms. Snowden MOVED, seconded by Mr. Lukoff and carried by the Board Members present-

TO award a contract to Old Town Flooring, in the amount of \$7,325.96, to replace the Physical Property Conference and Break Room flooring, Asset ID 0702, with a total, including contingencies, not to exceed \$8,100, funding from Reserves, and authorize the President to sign the contract.

Purchasing Floor Replacement

During the cleanup day at the Service Maintenance yard, it was determined the flooring in the Purchasing Supervisor's office and back room require replacement. At its January 6, 2016 meeting, the Physical Property Committee reviewed two (2) quotes from three contractors. The Committee unanimously recommended to the Board Golden State Surfaces, per their proposal, dated November 8, 2015, at a cost no to exceed \$4,545.

At its February 16, 2016 meeting, the Finance Committee reviewed Operational funds and determined that GRF has sufficient funds to replace the Trust asset, as noted.

Mr. McGuigan MOVED, seconded by Ms. Rapp and carried by the Board Members present-

TO remove and replace the flooring in the Purchasing Supervisor's office and back room of the Purchasing Department using Operational Funds, non-budgeted expense, and authorize the President to sign a contract with Golden State Services, for an amount not to exceed \$4,545.

Red Curbs at Fire Hydrants

At its December 1, 2015 meeting, the Security, Bus and Traffic Committee duly moved and approved to recommend to the Physical Properties Committee a request to extend no parking zones at fire hydrant locations from 15', as centered on the fire hydrant, to 15' either side of the fire hydrant, to comply with California Vehicle Code Section 22514.

At its February 3, 2016 meeting, the Physical Property Committee (PPC) reviewed existing red curb no parking zones at fire hydrants upon Trust streets; a total of 70 possible locations were called out from the Master Plans, with an estimated cost of \$2,000 to extend the red curbing in front of fire hydrants from 15' to 30'. The PPC unanimously agreed to comply with California Vehicle Code Section 22514 and requested the Finance Committee review funding for this project.

At its February 16, 2016 meeting, the Finance Committee reviewed this request and unanimously agreed non-budgeted funds are available for this project.

Mr. Lukoff MOVED, seconded by Mrs. Greer and carried by the Board Members present-

TO approve the marking of red curbs at fire hydrant locations upon Trust streets for compliance with CVC 22514. The Executive Director and Facilities Director are authorized to initiate the required actions, in an amount not to exceed \$2,000; funding through Operations.

Recreation Department

Report: Conceptual Approval - Dog Park

In response to a petition for the addition of a dog park upon Trust Property, the Recreation Committee (RC) sought the conceptual approval of the Board to research this matter, which it received in March 2015. The RC appointed a sub-committee to thoroughly review the concept of the addition of a dog park upon Trust Property. The Sub-committee brought forth its findings, noting possible site locations, costs of improvements required to construct a dog park and possible annual operational expenditures. At the February 8, 2016 RC meeting, the Committee duly moved and approved that the concept in development, a dog park on Golden Rain Trust property, be discontinued due to the lack of an available appropriate area that would ensure the comfort, safety, size, health and well-being of those animals and people using the area, as well as those in the immediate vicinity of its location.

The action by the Committee shall be deemed closure of the proposed project, until such time directed by the Board to reconsider.

Pickle Ball Court Trial

At its February 8, 2016 meeting of the Recreation Committee, Mrs. Perrotti reviewed options with the Committee to provide Pickle Ball on a trial basis in Clubhouse Six on Sundays, during the hours of 8:00 a.m. until 4:00 p.m., due to the low table tennis attendance on that day and

time. The estimated setup time for Janitorial will be approximately two hours, with no additional costs.

The following equipment will need to be purchased to setup one pickle ball court:

- | | |
|----------------------------------|----------|
| • 1-Portable net | \$169.99 |
| • 6-rolls of Floor tape | \$ 65.94 |
| • 8-Wood pickle ball paddles | \$ 63.96 |
| • 2-Indoor balls sets (six pack) | \$ 19.98 |

Total: \$345.45

Some additional safety netting may be required and will need to be determined upon review of pickle ball play. The Recreation Committee requested funds not to exceed \$800.00 for the purchase and setup for the trial.

Mrs. Perrotti MOVED, seconded by Ms. Rapp -

TO approve the use of Clubhouse Six on Sundays between the hours of 8:00 a.m. to 4:00 p.m. from March 6, 2016 to December 25, 2016, for 6 month review and trial period for the activity of pickle ball and to approve the purchase of the equipment and safety netting not to exceed \$800.00 is requested.

Ms. Rapp MOVED, seconded by Mrs. Reed –

TO amend the motion by changing the end date to the end of August.

One Board member spoke on the amended motion.

Mrs. Damoci MOVED, seconded by Ms. Rapp –

TO amend the motion by changing the location to Clubhouse One.

Nine Board members spoke on the amended motion.

The motion to amend the amended motion was carried by the Board members present, with one abstention (McGuigan).

STAFF REPORTS

Director of Finance

The Director of Finance's report was presented during the Finance Committee agenda items.

Executive Director

A printed copy of the Executive Director's report was provided to the GRF BOD members. The Executive Director reminded the Board and shareholder/members that Long Beach Animal Control will arrive in the community today to enforce the dog licensing ordinance.

BOARD MEMBER COMMENTS

Thirteen Board members spoke on topics related to today's Board of Director's meeting.

The meeting was adjourned at 12:11p.m.

Joy Reed, Corporate Secretary
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**BOARD OF DIRECTORS STUDY SESSION MEETING
GOLDEN RAIN FOUNDATION
MARCH 7, 2016**

CALL TO ORDER

President Winkler called the study session of the Golden Rain Foundation Board of Directors to order at 1:00 p.m. on Monday, March 7, 2016, in the Administration Conference Room.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

Mrs. Reed led the Pledge of Allegiance.

ANNOUNCEMENTS

The Board met today to discuss the Reserves, including percentage funded, inflationary percentage rate used in the Reserve Study, Investment of Reserve Funds as well as Strategic Planning of Asset Replacement including general community projects/scope of work and project priorities.

PRESIDENT'S COMMENTS

The President spoke on the Reserve Study.

SHAREHOLDER/FOUNDATION MEMBER COMMENTS

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

No Shareholder/Foundation members offered comments.

BUSINESS

Reserves

Treasurer Stone spoke on the Reserve Study and the need for annual update. She also announced a special Finance Committee meeting, on March 17, 2016, at 1:00 p.m., in the Administration Conference Room, regarding investment options.

The Executive Director presented the key discussion topics.

The Treasurer called for a ten minute break at 2:05 P.M.

BOARD MEMBER COMMENTS

One Board members spoke on the study session.

MEMBER COMMENTS

Two shareholder/members spoke on the study session.

ADJOURNMENT

The meeting was adjourned at 3:22 p.m.

Joy Reed, Corporate Secretary
GRF Board of Directors
dfb/03.08.16



Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: RONDE WINKLER, PRESIDENT
SUBJECT: 2016/17, APPOINTMENT OF NEW STANDING COMMITTEES
DATE: MARCH 14, 2016
CC: FILE

By-Laws of the Golden Rain Foundation of Seal Beach, Article VII, and Duties of Officers state under Section 1, President:

“...The President shall appoint all committees...”

Article VIII, Committees states:

“The President shall appoint such standing or special committee as may be provided by resolution of the Board of Directors, or as he(she) may deem necessary for the administration of the affairs of the Corporation, and carry out the purposes of the Corporation, subject to the approval of the Board of Directors...”

To better serve growing and diverse community needs and to provide ample opportunity for GRF member interaction through the committee process; effective July 1, 2017, the following standing committees shall be appointed, pending final Board approval of policies governing the committee’s duties and revision to current standing committee policies:

- Transportation/Fleet
 - Committee duties will be focused on Bus and Transportation Services as well as the diverse vehicles representing the GRF fleet
 - Oversight on Cost Center 38
- Service Maintenance
 - Committee duties will focus on the Service Maintenance Department
 - Oversight on Cost Center 74

I move to appoint the following standing committees on or before July 1, 2016;

- Transportation/Fleet
- Service Maintenance

Such appointments are conditioned upon:

1. Board approval of the Standing Committee Policy
2. Board approval of revisions to current standing committee policies where conflict may exist by the establishment of the Transportation/Fleet Committee and Service Maintenance Committee

RESOLUTION/MOTION ACTION RECORD**022316.a.i.**

Resolution Type: Approve appointment

Pertaining to: New 2016-2017 standing committees

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)

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GOLDEN RAIN OPERATIONS**Master Plan of Golden Rain Foundation**

The Golden Rain Foundation president may appoint an ad hoc committee(s) to study the feasibility of a proposed project that would modify the Master Plan or original concept, philosophy or general function of Seal Beach Leisure World.

Policy

Adopted: 20 Jul 71
Amended: 18 Feb 75
Amended: 16 Aug 88
Rescinded: 20 May 97
Adopted: 17 Feb 98

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Feb 98)

Page 1 of 1

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BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: APPROVE FEBRUARY FINANCIAL STATEMENTS
DATE: MARCH 22, 2016
CC: FILE

At the regular meeting of the Finance Committee on March 15, 2016, the Committee duly moved to recommend to the Golden Rain Foundation Board of Directors acceptance of the February 2016 Financial Statements for audit.

Board Action:

I move that the GRF Board of Directors accept the February 2016 Financial Statements for audit.

RESOLUTION/MOTION ACTION RECORD

032216.c.i

Resolution Type: Approve Financial Statements

Pertaining to: February 2016

Duly adopted at a meeting of the Board of Directors held: 03.22.16

Motion by: _____

Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)

Financial Recap – February 2016

As of the two-month period ended February 2016, the financial reports indicate that GRF is in a favorable financial position with a surplus of \$232,888.

Major variances are:

Salaries & Wages	16,723	Vacancies of key positions in ITS, News, Physical Properties & Service Maintenance.
Temporary Agency Fees	(5,959)	Temps used to fill key vacant positions
Employment Taxes & Benefits	88,759	Workers' Comp \$66K (incl 2015 refund of \$37K ; Group Ins \$14K
Professional Fees	30,267	Legal fees < budgeted
Supplies	32,295	Actual expenditures < budgeted
Facilities Rentals & Maintenance	26,897	Actual expenditures < budgeted across the board
News Advertising Income	(23,674)	(\$16K) – Display advertising
SRO Labor Cost Recovery	78,488	Actual labor exceeded budget

Reserve Funds	Fund Balance	Allocated For 2016 Projects	Allocated For Future Projects	For details, see page
Repairs & Replacements	\$7,612,024	\$4,442,227	\$3,169,797	8

Capital Funds	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Improvements	\$407,864	\$283,196	\$124,668	10

EXHIBIT A

P.O. Box 2069
Seal Beach CA 90740

Description			
	Current Assets:		
1122000	Cash & cash equivalents	506,269	
	Non-Restricted Funds	311,794	
	Receivables	467,099	
	Prepaid expenses	388,710	
	Inventory of maintenance supplies	<u>452,675</u>	
	Total Current Assets		2,126,547
	Designated deposits		
1211000	Contingency Operating Fund	500,000	
	Reserve Fund	7,612,024	
1212500	Capital Improvement Fund-GRF	407,864	
1213000	Liability Deductible & Hazard Fund	<u>202,571</u>	
	Total designated deposits		8,722,459
	Notes Receivable		
1411000	Notes Receivable	<u>21,657</u>	
	Total Notes Receivable		21,657
	Fixed Assets		
	Land, Building, Furniture & Equipment	30,666,928	
	Less: Accumulated Dep'n	<u>(20,894,260)</u>	
	Net Fixed Assets		9,772,668
	Other Assets		
	Premium on Municipal Bonds		<u>12,465</u>
	Total Assets		20,655,795

P.O. Box 2069
Seal Beach CA 90740

Description		
Liabilities & Stockholders Equity		
Current Liabilities:		
	Accounts payable	432,239
	Project Commitments	887,999
	Accrued payroll & payroll taxes	629,414
	Accrued expenses	348,149
	Accrued property taxes	<u>110,647</u>
	Total Current Liabilites	2,408,449
	Total Liabilities	2,408,449
Stockholders' Equity		
Mutuals' Beneficial Interest		
3211000	Contingency Operating Reserve Equity	500,000
3212000	Reserve Equity	6,734,637
3394000	Capital Fund Equity	397,252
3310000	Beneficial Interest in Trust	<u>4,602,614</u>
	Total Mutuals' Beneficial Interest	12,234,503
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	<u>4,865,923</u>
	Total Paid-in-Capital	6,475,723
Excess Income		
3910000	Current Year	38,070
	Excess Income / (Expense) YTD	<u>(500,949)</u>
	Total Excess Income	(462,879)
	Net Stockholders' Equity	18,247,347
	Total Liabilities & Stockholders' Equity	20,655,795

P.O. Box 2069
Seal Beach CA 90740

Description			
	Current Assets:		
1122000	Cash & cash equivalents	506,269	
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P.O. Box 2069
Seal Beach CA 90740

Description		
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	<u>12,234,503</u>	
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Membership interest		
Membership certificates of 844 shares @ \$200 par value, and 5,764 shares @ \$250 par value, authorized, issued and outstanding	1,609,800	
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Total Paid-in-Capital		6,475,723
Excess Income		
3910000 Current Year	38,070	
Excess Income / (Expense) YTD	<u>(500,949)</u>	
Total Excess Income		(462,879)
Net Stockholders' Equity		18,247,347
Total Liabilities & Stockholders' Equity		20,655,795

**Golden Rain Foundation
Cash Flow Activity - All Reserves
For the Month of February 2016**

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Committed Funds	Liability Insurance Fund	Other Restricted	Nonrestricted Funds	Total
Balance 1/31/2016	706,642	6,392,590	1,324,299	(0)	202,571	-	411,813	9,037,914
Funded: Assessments		75,000						75,000
Funded: Membership Fees collected (52)		58,698	56,985					115,683
Funded: M17 Lease Fees collected (5)		865	865					1,730
Funded: Interest on Funds		2,342						2,342
Progress Payments on CIP								-
Expenditures		(89,129)	(9,269)					(98,398)
Commitments								-
Replenish funds for Donated Assets								-
Net Monthly Claims								-
Disbursement to Mutuals								-
Transfers between funds	(206,642)	1,171,658	(965,016)					-
Interest Income Allocation								-
Net Monthly Activity						-	(100,019)	(100,019)
Balance 2/29/2016	500,000	7,612,024	407,864	(0)	202,571	-	311,794	9,034,252
Net Activity	(206,642)	1,219,434	(916,435)	-	-	-	(100,019)	(3,662)
Allocated Funds		4,442,227	283,196					
Available Funds		3,169,797	124,668					

Golden Rain Foundation
Quick Balance Sheet Analysis
For the Period Ended February 29, 2016

SELECTED BALANCE SHEET ITEMS

	Current Balance	Prior Month	Increase (Decrease)
Cash In Bank	506,269	350,202	156,067
Current Assets	10,849,006	10,732,673	116,333
Current Liabilities	2,408,449	2,381,537	26,912
Current Ratio	4.50	4.51	
Designated Deposits:	9,034,253	9,037,915	(3,662)
Reservet Fund			
Liability & Disaster Insurance Fund			
Capital Improvement Fund			
Contingency Operating Fund			
General Operating Fund			
Other Restricted Fund			
Committed Fund			

RESULT OF OPERATIONS

Current Month	Actual	Budget	Variance	%
Income	1,240,405	1,225,716	14,689	1.20
Expense	1,146,697	1,201,988	55,291	4.60
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	93,708	23,728	69,980	
Year To Date	Actual	Budget	Variance	%
Income	2,505,179	2,461,318	43,861	1.78
Expense	2,305,547	2,494,574	189,027	7.58
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	199,632	(33,256)	232,888	

Full Time Equivalents		
For the Month	Average YTD	Planned - 2016
153.58	151.94	158.47

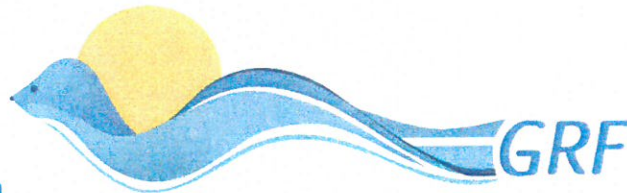
2016 Reserve Expenditures

Center	Description	2016	Prior	Current	Total	Prior	YTD EXPENDITURES			TTD	Allocated
		Reserve Study	Approved	Approved	Projects	Expenditures	Jan	Feb	Total	Expenditures	Funds
30	Replacement of two automatic doors- Admin. Building (751-15)	-	15,000		15,000	-	-		12,039	12,039	2,960.70
34	St. Andrews & North Gate Server Replacements (Incl. 10% contingency)	-	3,300		3,300	-	-		-	-	3,300
34	Server Rack Cabinet UPS Backup Power Unit (Incl. 10% contingency)	-	3,300		3,300	-	-		-	-	3,300
34	Replace Wireless Access Points at Clubhouses (Incl. 10% contingency)	-	8,800		8,800	-	-		-	-	8,800
34	SANS Audit Equipment: Network and Systems- Replacement	-	17,501		17,501	-	11,405		11,405	11,405	6,096.20
35	Replace Interior Light Fixtures	3,584	-		3,584	-	-		-	-	3,584
36	Replacement of Carpeting (first Floor & Stairs) (745-15-0701)	-	13,115		13,115	10,421	-		-	10,420.50	2,695
37	Replace Lighting Signage	20,478	-		20,478	-	-		-	-	20,478
37	Security Restroom Remodel (736-15)	-	-	45,000	45,000	-	-		-	-	45,000
48	Paint Exterior Flatwork	4,505	-		4,505	-	-		-	-	4,505
48	Replace Water Storage Tanks	12,287	-		12,287	-	-		-	-	12,287
48	Replace Solar Panels	28,055	-		28,055	-	-		-	-	28,055
48	Install New Pool Heater (755-15)	-	19,800		19,800	-	-		-	-	19,800
53	Paint Wood Siding & Trim	14,130	-		14,130	-	-		-	-	14,130
53	Paint Interior Flatwork	25,393	-		25,393	-	-		-	-	25,393
54	Paint Door Surfaces	2,765	-		2,765	-	-		-	-	2,765
54	Replace Automatic Pedestrian Door	3,276	-		3,276	-	-		-	-	3,276
54	Replace New Water Heater	4,352	-		4,352	-	-		-	-	4,352
54	Replace Lobby and Hallway Furniture	5,120	-		5,120	-	-		-	-	5,120
54	Replace Wall Divider Covering	10,444	-		10,444	-	-		-	-	10,444
54	Paint T-Bar Ceiling Panels	12,901	-		12,901	-	-		-	-	12,901
54	Replace Conference Room Furniture	97,373	-		97,373	-	-		-	-	97,373
54	Recover Partitions	-	6,000		6,000	-	-		-	-	6,000
54	Floor Remodel (750-15)	148,773	-	800	149,573	-	400	400	800	800	148,773
56	Paint Exterior Ironwork	3,840	-		3,840	-	-		-	-	3,840
56	Paint Exterior Flatwork	10,239	-		10,239	-	-		-	-	10,239
56	Replace 2 heat pumps	-	-	10,650	10,650	-	-		-	-	10,650
70	Replace Physical Property Conference & Break Room Flooring	-	-	8,100	8,100	-	-		-	-	8,100
74	Paint Exterior Flatwork	11,724	-		11,724	-	-		-	-	11,724
79	Repair Concrete and Wood Shoreline at Pond	2,560	-		2,560	-	-		-	-	2,560
79	Refurbish Golf Course Greens	10,239	-		10,239	-	-		-	-	10,239
79	Community Landscape Remodel	10,239	-		10,239	-	-		-	-	10,239
79	Community Concrete Flatwork	25,598	-		25,598	-	-		-	-	25,598
79	Community Asphalt Seal Coat- Parking Lots	38,038	-		38,038	-	-		-	-	38,038
79	Community Asphalt Seal Coat-Street Phase 4	51,195	-		51,195	-	-		-	-	51,195
79	Replacement of Light Pole and Fixture	-	-	6,568	6,568	-	-		-	-	6,568
79	Street resurfacing, St. Andrews Drive	-	760,000		760,000	-	-		-	-	760,000
79	56 Trees Replaces in street medians	-	125,000		125,000	-	-		-	-	125,000
79	Main Gate Beautification - Globe (730-15B)	-	163,270		163,270	104,940	-	49,835	49,835	154,775	8,495
79	Globe - Replacement of Continents (730-15B)	-	180,000		180,000	-	-	22,220	22,220	22,220	157,780
79	Perimeter wall sections B (591-01B-B)	-	350,000		350,000	31,732	-	-	-	31,732	318,268
79	CH3/Library- concrete replacement (747-15-0718)	-	50,000		50,000	41,114	-	2,435	2,435	43,549	6,451
79	Perimeter wall sections A (591-01B-A)	-	494,000		494,000	440,914	1,016	2,200	3,216	444,130	49,870
79	Perimeter wall sections J & K (591-01B-JK)	-	702,900		702,900	72,176	-	-	-	72,176	630,724
79	St. Andrews Gate Improvements (723-14)	-	50,000		50,000	9,190	-	-	-	9,190	40,810
79	Westminster Wall Section L & M/ Engineering (668-11B)	1,650,000	23,475		1,673,475	9,025	-	-	-	9,025	1,664,450
Total Planned Reserve Expenditures		2,207,108	2,985,461	71,118	5,263,687	719,511	12,821	89,129	101,950	821,460	4,442,227

2016 Capital Plan

Center	Description	Prior Approved	2016 Budget	Additional Approved	Total Projects	Prior Expenditures	YTD EXPENDITURES			TTD Expenditures	Allocated Funds
							Jan	Feb	Total		
32	Barcode label printer	1,000			1,000	-	-	-	-	-	1,000
32	Pallet Racking System (2016 Approved Capital- Purchased in 2015)		3,000		3,000	2,831	-	-	-	2,831	169
34	CH4 Technology Enhancements	44,000			44,000	-	-	-	-	-	44,000
34	Jenark System	225,017		25,000	250,017	220,149	(450)	4,725	4,275	224,424	25,593
34	Main Server Room Modifications (734-15 - Server Room Mods)	6,600			6,600	5,938	15	243	258	6,196	404
34	Second Server/Rm Mods (744-15 - Second Server Rm System)	60,000			60,000	50,508	-	-	-	50,508	9,492
34	Surveillance Cameras (2016 Approved Capital)		13,000		13,000	-	-	-	-	-	13,000
34	Visual Display Solutions	22,000			22,000	-	-	-	-	-	22,000
34	SANS Audit- Equipment	15,943	-	-	15,943	15,943	-	500	500	16,443	(500)
36	6 Work Stations and 1 Reception (745-15-0701)	20,000			20,000	16,455	-	406	406	16,861	3,139
37	Paychex Time Clocks (2) (2016 Approved Capital)		5,200		5,200	-	-	-	-	-	5,200
37	Repeater, hardware, license & programming (2016 Approved Capital)		5,000		5,000	-	-	-	-	-	5,000
37	Sound Proofing Panels @ Main Gate Lobby (2016 Approved Capital)		2,000		2,000	-	-	-	-	-	2,000
40	Special Events Trailer & Equipment (2016 Approved Capital)		6,900		6,900	-	-	-	-	-	6,900
45	18 4X8 Portable Stage Risers with Carts (2016 Approved Capital)		13,635		13,635	-	-	-	-	-	13,635
45	Movie Projector & DVD Player (2016 Approved Capital)		26,000		26,000	-	-	-	-	-	26,000
48	Engineering and architectural (2016 Approved Capital)		25,000		25,000	-	-	-	-	-	25,000
70	Inspector Vehicles (1) electric (2016 Approved Capital)		10,000		10,000	-	-	-	-	-	10,000
70	Physical Property 4 Workstations (758-15) (2016 Approved Capital- Purchased in 2015)		13,000		13,000	9,135	-	-	-	9,135	3,865
74	Maintenance Vehicles (2) electric (2016 Approved Capital)		20,000		20,000	-	-	-	-	-	20,000
79	ADA Improvement Main Parking Lot (710-14)	109,000			109,000	94,201	-	-	-	94,201	14,799
79	Landscape CH3 Library Patio	6,000			6,000	-	-	-	-	-	6,000
79	Resales Office Remodel (725-14)	70,000			70,000	40,107	-	3,395	3,395	43,502	26,498
Total Planned Capital Acquisitions		579,560	142,735	25,000	747,295	455,265	(435)	9,269	8,834	464,099	283,196

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BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: APPROVE THE 2015 AUDITED FINANCIAL STATEMENTS
DATE: MARCH 22, 2016
CC: FILE

At the regular meeting of the Finance Committee on March 15, 2016, the Committee reviewed and duly moved to recommend to the Golden Rain Foundation Board of Directors approval of the final draft 2015 Audited Financial Statements (Exhibit A) as of December 2015, for the year then ended, and the proposed Independent Auditors' Report as submitted by NSBN LLP.

Board Action:

I move to approve the final draft 2015 Golden Rain Foundation Financial Statements as of December 31, 2015, for the year then ended, and the proposed Independent Auditors' Report as submitted by NSBN LLP, hereby accepts the above mentioned Financial Statements and reports therein (Exhibit A), reflecting excess income of \$364,007 to be allocated in its entirety to the Replacement Reserve Fund pursuant to Policy 5528-31 – Refund of Excess Income.

RESOLUTION/MOTION ACTION RECORD**032216c.ii.**

Resolution Type: Approve Financial Statements

Pertaining to: 2015 Audited

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)

EXHIBIT A

Golden Rain Foundation
Financial Statements
December 31, 2015 and 2014
(With Independent Auditors' Report Thereon)

Discussion Draft

February 23, 2016

INDEPENDENT AUDITORS' REPORT

The Board of Directors
Golden Rain Foundation
Seal Beach, California

Report on the Financial Statements

We have audited the accompanying financial statements of Golden Rain Foundation (the "Foundation"), which comprise the balance sheets as of December 31, 2015 and 2014, and the related statements of revenue and expenses by segment, changes in membership interest and trust equity, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Golden Rain Foundation as of December 31, 2015 and 2014, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Disclaimer of Opinion on Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Future Major Repairs and Replacements on page 19 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Financial Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Disclaimer of Opinion on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary budget information presented in the Statement of Operations, which is the responsibility of management, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

NSBN LLP
Los Angeles, California

Golden Rain Foundation
Balance Sheets
December 31, 2015 and 2014

	<u>2015</u>	<u>2014</u>
Assets		
Current Assets:		
Cash and cash equivalents	\$ 496,961	\$ 117,241
Investments (Note 3)	81,004	104,384
Receivables	682,656	1,162,531
Inventory of maintenance supplies	381,442	349,260
Prepaid expenses	463,399	487,775
Total Current Assets	<u>2,105,462</u>	<u>2,221,191</u>
Designated Deposits (Note 3)		
Contingency Operating Fund	706,643	697,674
Replacement Reserve Fund	6,290,766	-
Trust Improvement Fund	-	920
Capital Improvement Fund	1,288,673	6,197,314
Liability Insurance Deductible Fund	202,571	1,029,125
Other Restricted Funds	-	465,045
Total Designated Deposits	<u>8,488,653</u>	<u>8,390,078</u>
Notes Receivable		
Notes Receivable - Membership Fee	<u>14,428</u>	<u>701</u>
Community Facilities Held in Trust (Note 4 and 5)	30,666,928	30,728,854
Less: Accumulated Depreciation	<u>(20,732,698)</u>	<u>(19,890,115)</u>
Net Community Facilities	<u>9,934,230</u>	<u>10,838,739</u>
Premium on Municipal Bonds		
(net of accumulated amortization of \$40,646 and \$104,883 at December 31, 2015 and 2014, respectively)	<u>13,204</u>	<u>25,997</u>
Total Assets	<u>\$ 20,555,977</u>	<u>\$ 21,476,706</u>

See accompanying independent auditors' report.
The notes are an integral part of these financial statements

Golden Rain Foundation
Balance Sheets
December 31, 2015 and 2014

	<u>2015</u>	<u>2014</u>
Liabilities and Equity		
Current Liabilities:		
Accounts payable	\$ 636,574	\$ 894,553
Accrued expense	945,286	964,362
Accrued property tax	110,647	116,770
Project commitments	795,037	-
Payable to Mutuals - excess income refund	-	700,223
Total Current Liabilities	<u>2,487,544</u>	<u>2,675,908</u>
Equity		
Equity in Contingency Operating Fund	706,643	697,674
Equity in Replacement Reserves	5,972,635	-
Equity in Capital Improvement Fund	811,767	-
Beneficial interest in Trust Assets	4,602,614	10,800,848
Total beneficial interest in trust	<u>12,093,659</u>	<u>11,498,522</u>
Membership interest		
Membership certificates of 844 shares at \$200 par value, and 5,764 shares at \$250 par value, authorized, issued and outstanding.	<u>1,609,800</u>	<u>1,609,800</u>
Additional paid in capital	<u>20,310,455</u>	<u>21,137,008</u>
Assets contributed to the Golden Rain Foundation Trust	<u>(15,444,532)</u>	<u>(15,444,532)</u>
Income before depreciation and amortization	<u>364,007</u>	<u>-</u>
Depreciation and amortization	<u>(864,956)</u>	<u>-</u>
Total Equity	<u>18,068,433</u>	<u>18,800,798</u>
Total Liabilities and Equity	<u>\$ 20,555,977</u>	<u>\$ 21,476,706</u>

See accompanying independent auditors' report.
The notes are an integral part of these financial statements

Golden Rain Foundation
Statements of Revenues and Expenses By Segment
For the Years Ended December 31, 2015 and 2014

	Trust Operations		Maintenance Services		Management Services		Golden Rain News		All Segments	
	2015	2014	2015	2014	2015	2014	2015	2014	2015	2014
Income:										
Net Billings from Mutuals	\$ 9,836,253	\$ 9,394,524	\$ 1,393,409	\$ 1,240,920	\$ 44,400	\$ 44,400	\$ (142,268)	\$ (98,400)	\$ 11,131,794	\$ 10,581,444
Advertising Income	-	-	-	-	-	-	919,290	953,136	919,290	953,136
Rental - Onsite Sales Office	509,572	415,613	-	-	-	-	-	-	509,572	415,613
Rental - Health Care Center	564,000	564,000	-	-	-	-	-	-	564,000	564,000
Income From Superwire	104,355	74,721	-	-	-	-	-	-	104,355	74,721
Other Rental Income	34,587	39,482	-	-	-	-	-	-	34,587	39,482
Interest Income	55,473	65,680	-	-	-	-	-	2,625	55,473	68,305
Interest Income Allocation	(52,889)	(9,072)	-	-	-	-	-	-	(52,889)	(9,072)
SRO Labor Cost Recovery	-	-	1,409,021	1,295,911	-	-	-	-	1,409,021	1,295,911
Other Income	487,561	265,232	-	-	-	-	1,049	(572)	488,610	264,660
Sub-Total	11,538,912	10,810,180	2,802,430	2,536,831	44,400	44,400	778,071	856,789	15,163,813	14,248,200
Excess Income Transfers	-	234,169	-	(267,555)	-	-	-	33,386	-	-
Trust Assets Depreciation	-	(771,819)	-	-	-	-	-	-	-	(771,819)
Total Income	11,538,912	10,272,530	2,802,430	2,269,276	44,400	44,400	778,071	890,175	15,163,813	13,476,381
Operating Expenses:										
Salaries and Benefits	6,141,110	6,393,291	2,341,950	2,135,200	-	-	514,455	525,830	8,997,515	9,054,321
Retirement Plan (Note 5)	76,999	77,591	54,755	52,656	-	-	12,244	13,544	143,998	143,791
Materials and Supplies	432,726	480,134	69,204	16,202	-	-	249,616	218,614	751,546	714,950
Utilities and Trash Hauling	518,182	500,642	16,621	17,228	-	-	7,006	6,422	541,809	524,292
Insurance Premiums	445,949	383,196	-	-	-	-	17,892	18,702	463,841	401,898
Professional Services	317,504	253,786	-	-	-	-	7,660	3,426	325,164	257,212
Contract Services	169,779	166,361	1,374	1,319	-	-	99,577	94,448	270,730	262,128
Equipment Maintenance	184,543	179,468	30,768	22,901	-	-	1,589	1,520	216,900	203,889
Facility Maintenance	1,414,342	1,309,623	1,944	55	44,400	44,400	5,327	1,905	1,466,013	1,355,983
Recreation - Entertainment	265,588	213,920	-	-	-	-	-	-	265,588	213,920
Property Taxes and Licenses	28,718	33,154	737	115	-	-	-	-	29,455	33,269
Miscellaneous	229,277	281,364	90,081	12,786	-	-	7,889	2,281	327,247	296,431
Replacement Reserve Funding	1,000,000	-	-	-	-	-	-	-	1,000,000	-
Total Expenses	11,224,717	10,272,530	2,607,434	2,258,462	44,400	44,400	923,255	886,692	14,799,806	13,462,084
Excess Income (Loss) before Trust Assets Depreciation	314,195	-	194,996	10,814	-	-	(145,184)	3,483	364,007	14,297
Trust Assets Depreciation	(850,816)	-	(11,239)	(10,814)	-	-	(2,901)	(3,483)	(864,956)	(14,297)
Net Income (Loss)	\$ (536,621)	\$ -	\$ 183,757	\$ -	\$ -	\$ -	\$ (148,085)	\$ -	\$ (500,949)	\$ -

See accompanying independent auditors' report.
The notes are an integral part of these financial statements

Golden Rain Foundation
Changes in Membership Interest and Trust Equity
For the Years Ended December 31, 2015 and 2014

	Membership Interest	Additional Net Paid-In Capital	Transfers to Trust	Mutuals' Beneficial Interest In Trust Assets	Excess Income Before Depreciation and Amortization	Accumulated Depreciation and Amortization	Total
Balance at January 1, 2014	\$ 1,609,800	\$ 20,377,326	\$ (14,547,195)	10,590,987	\$ -	\$ -	\$ 18,030,918
Membership Fees	-	746,244	-	-	-	-	746,244
Fund Earnings (net of taxes)	-	9,072	-	145	-	-	9,218
Funding From Excess Income	-	-	-	12,627	-	-	12,627
Transfers	-	-	(897,338)	897,338	-	-	-
Excess income and transfers over direct operating expenses	-	-	-	-	-	-	-
Depreciation and amortization	-	-	-	-	-	-	-
Claims Paid	-	1,792	-	-	-	-	1,792
Municipal Bonds Premium Allocation	-	2,575	-	(2,575)	-	-	-
Balance at December 31, 2014	1,609,800	21,137,008	(15,444,532)	11,498,522	-	-	18,800,798
Membership Fees	-	-	-	1,201,016	-	-	1,201,016
Fund Earnings (net of taxes)	-	2,570	-	50,318	-	-	52,888
Funding From Assessments	-	-	-	1,000,000	-	-	1,000,000
Expenditures from equity reserves	-	-	-	(2,485,322)	-	-	(2,485,322)
Transfers	-	(829,125)	-	829,125	-	-	-
Excess income and transfers over direct operating expenses	-	-	-	-	364,007	-	364,007
Depreciation and amortization	-	-	-	-	-	(864,956)	(864,956)
Balance at December 31, 2015	<u>\$ 1,609,800</u>	<u>\$ 20,310,455</u>	<u>\$ (15,444,532)</u>	<u>12,093,659</u>	<u>\$ 364,007</u>	<u>\$ (864,956)</u>	<u>\$ 18,068,433</u>

See accompanying independent auditors' report.
The notes are an integral part of these financial statements

Golden Rain Foundation
Statements of Cash Flows
For the Years Ended December 31, 2015 and 2014

	2015	2014
Cash flows from operating activities:		
(Decrease) increase in members' equity	\$ (732,365)	\$ 769,880
Adjustments to reconcile (decrease) increase in members' equity to net cash provided by operating activities		
Depreciation	864,956	786,116
Decrease in other receivables and accrued interest	479,875	143,100
(Increase) decrease in inventory of maintenance supplies	(32,182)	35,919
Decrease (increase) in prepaid expenses	24,376	(95,315)
Decrease in other assets	12,793	22,164
(Increase) decrease in notes receivable	(13,727)	2,338
(Decrease) in accounts payable	(257,979)	(458,522)
Increase in project commitments	795,037	-
(Decrease) in due to contingency operating fund	-	(122,060)
(Decrease) in accrued expenses	13,080	153,896
(Decrease) increase in payable to mutuals	(700,223)	399,099
(Decrease) increase in deposits held in trust	-	(6,516)
(Decrease) in mutuals' self insurance reserve	-	(192,832)
Net cash provided by operating activities	<u>453,641</u>	<u>1,437,267</u>
Cash flows from investing activities:		
Proceeds for the sale of investments	705,000	455,000
(Costs) of the investments sold	(705,000)	(455,000)
(Increase) Decrease of investments and designated deposits	(75,195)	207,600
Proceeds for the sale of fixed assets	1,274	-
Acquisition of fixed assets (excluding construction in progress)	(843,104)	(2,561,596)
Dispositions in construction in progress for community facilities	843,104	937,983
Net cash (used in) investing activities	<u>(73,921)</u>	<u>(1,416,013)</u>
Net cash provided by (used in) financing activities	<u>-</u>	<u>-</u>
Increase in cash and cash equivalents	379,720	21,254
Cash and equivalents at beginning of year	117,241	95,987
Cash and equivalents at end of year	<u>\$ 496,961</u>	<u>\$ 117,241</u>

SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION

Cash paid for income taxes	\$ <u>62,960</u>	\$ <u>-</u>
Cash paid for interest	\$ <u>-</u>	\$ <u>-</u>

See accompanying independent auditors' report.
The notes are an integral part of these financial statements

GOLDEN RAIN FOUNDATION
Notes to Financial Statements
December 31, 2015

(1) Nature of Operations

The Golden Rain Foundation (the "Foundation"), a Non Profit Mutual Benefit Corporation, operates and maintains the community facilities within a cooperative housing project consisting of 6,482 cooperative units and 126 condominium units known as Seal Beach Leisure World. The housing project is owned by sixteen corporations (the "Mutuals") whose stockholders are also members of the Foundation. The sole purpose for the existence of the Foundation is to provide management, accounting and maintenance services to the sixteen mutual corporations and to care for the community facilities.

(2) Summary of Significant Accounting Policies

A. Basis of Presentation

The financial statements of the Foundation have been prepared on the accrual basis of accounting in accordance with the standards promulgated by the Financial Accounting Standards Board. Beginning with 2006, the financial statements have been expanded to reflect the various functions of the Golden Rain Foundation. The assets, liabilities and members' equity of the Foundation as a corporation had been separated from the trust assets which the Foundation controls, and is responsible for, as trustee for the Golden Rain Foundation Trust. The accountability for these trust assets had been re-characterized as the Mutuals' Beneficial Interest in the Trust through 2014. In addition to the changes in the Balance Sheet, the Statement of Revenues and Expenses has been segmented to separate trust from non-trust activities.

B. Transfer of Foundation Assets

Beginning with 2015, the Foundation's assets were transferred into the Trust and have been combined for financial reporting. The intention of this change is to provide reporting that accurately represents the Foundation's operations.

C. Operating Costs

The Foundation is a non profit corporation and it is intended that all of its operating costs be recovered from the Mutuals. All operating costs are charged to the Mutuals by the Foundation in the year incurred. Budgeted costs are apportioned and billed monthly to the Mutual Corporations on the basis of the number of units available for occupancy in each Mutual. Should the actual operating expenses exceed the actual operating income, the net excess expenses will be billed to the Mutuals based on the number of units per Mutual. Net excess income shall be eliminated in accordance with Policy 5528-31. Total operating income exceeded total operating costs by \$364,007 in 2015 and \$712,850 in 2014. Excess Income from Trust Operations for 2015 was \$314,195 and from the Golden Rain Foundation operations was \$49,812.

In 2015, \$364,007 was transferred to the Foundation's Replacement Reserve Fund.

D. Inventory of Maintenance Supplies

Inventory consists primarily of maintenance supplies to repair or replace property held by the Mutuals and the community facilities that the Foundation holds in trust for the Sixteen Mutuals. Inventory is stated at cost, determined on a first-in, first-out basis, which approximates market value.

GOLDEN RAIN FOUNDATION

Notes to Financial Statements

December 31, 2015

(2) Summary of Significant Accounting Policies (Continued)

E. Investments

Financial Accounting Standards Board Accounting Standards Codification (FASB ASC Number 320-10) "Accounting for Certain Investments in Debt and Equity Securities" requires that investments be classified as "held to maturity," "available for sale" or "trading securities." The standard defines investments in securities as held to maturity based upon a positive intent and ability to hold those securities to maturity. Investments held to maturity are reported at amortized cost. Debt and equity securities that are bought and held principally for the purpose of selling them in the near term are classified as trading securities and are reported at fair value, with unrealized gains and losses included in operations. Debt and equity securities not classified as held to maturity or trading securities are classified as available for sale and are recorded at fair value, with unrealized gains and losses excluded from operations and reported as a separate component of members' equity. The Foundation has classified its entire investment portfolio as held to maturity and thus has recorded its investment securities at amortized cost.

F. Fixed Assets and Community Facilities

Fixed assets and community facilities held in trust by the Foundation are recorded at cost and are being depreciated on a straight-line basis over their estimated useful lives, which range from 3 to 30 years.

G. Other Assets

Other assets consist of premiums paid for municipal bonds. Amounts are being amortized using the effective yield method over the life of the assets, which range from one to nine years.

H. Future Major Repairs and Replacements

The Foundation's governing documents require that funds be set aside for the addition, replacement and repair of Trust property. The Foundation also maintains funds reserves for disasters and for the cost of liability insurance deductibles. These reserves are reported on the accompanying balance sheets as Designated Deposits. Funds held on behalf of the Mutuals are offset by a liability to the Mutuals.

I. Statement of Cash Flows

For purposes of reporting cash flows, cash and cash equivalents include cash, demand and savings deposits in banks, and securities and certificates of deposit maturing within 90 days of the original purchase date. Amounts reported as deposits and investments designated for a specific purpose do not meet the definition of cash and cash equivalents.

J. Concentration of Credit Risk

The Foundation's cash is maintained in three commercial banks. Cash maintained in US Bank consists of demand deposits and money market accounts. US Bank has a "Secured Deposit" program that provides insurance in excess of the Federal Deposit Insurance Corporation (FDIC) limit of \$250,000. The Foundation's US Bank accounts are fully covered by this program. Cash maintained in First Foundation Bank consists of money market and CDAR accounts. Cash in the money market account totals \$489,189 which exceeds the FDIC insured amount by \$239,189. Cash in CDAR accounts total \$5,450,000. CDAR funds are insured by the FDIC up to \$50 million. Cash maintained in BNY Mellon consist of a money market account. Cash in the money market totals \$149,207 which is fully covered by FDIC Insurance.

The Foundation has \$375,000 invested in municipal bonds, which it closely monitors with its investment advisor.

GOLDEN RAIN FOUNDATION
Notes to Financial Statements
December 31, 2015

(2) Summary of Significant Accounting Policies (Continued)

K. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions. These assumptions and estimates can affect the reported amounts of assets and liabilities, disclosures of contingent assets and liabilities at the date of the financial statements and the amounts of changes in members' equity during the reporting period. Actual results could differ from those estimates.

L. Advertising

Advertising costs are charged to operations when incurred and are included in operating expenses. The Foundation did not incur any advertising expense for the years ended December 31, 2015 and 2014.

M. Income Taxes

For reporting purposes, the Foundation may file under the general corporation rules, which uses a graduated rate or under Internal Revenue Code Section 528 that provide for a single tax rate. The option that produces the most favorable return is the one ultimately selected for filing. Under both methodologies, the taxable income is based on nonmember income and interest from invested funds. Provision has been made for the 2015 tax liability.

The Foundation adopted the provisions of FASB ASC Number 740-10, Accounting for Uncertainty in Income Taxes. FASB ASC Number 740-10 changes the accounting for uncertainty in income taxes by creating a new framework for how organizations should recognize, measure, present and disclose uncertain tax positions in their financial statements. Income tax benefits are recognized for income tax positions taken or expected to be taken in a tax return, only when it is determined that the income tax positions will more likely than not (>50%) be sustained upon the technical merits of the position. In accordance with FASB ASC Number 740-10, the Foundation adopted a policy to recognize penalties and interest resulting from these uncertainties in the period in which they are incurred as operating expenses.

The Foundation has analyzed tax positions taken for filing with the Internal Revenue Service and the California Franchise Tax Board. The Foundation believes that income tax filing positions will be sustained upon examination, and does not anticipate any adjustments that would result in a material adverse effect on the Foundation's financial condition, results of operation, or cash flows. Accordingly, the Foundation has not recorded any reserves or related accruals for interest and penalties for uncertain income tax positions at December 31, 2015.

The Foundation is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. The Foundation believes it is no longer subject to Federal income tax examinations for the years prior to 2012, and to California tax examinations for the years prior to 2011.

N. Reclassifications

Certain accounts in the prior-year financial statements have been reclassified for comparative purposes to confirm with the presentation in the current-year financial statements.

GOLDEN RAIN FOUNDATION
Notes to Financial Statements
December 31, 2015

(2) Summary of Significant Accounting Policies (Continued)

O. Subsequent Events

Date of Management's Review - Subsequent events have been evaluated through February 23, 2016, the date that these financial statements were available to be issued.

(3) Designated Deposits and Investments

The Foundation adopted the provisions of FASB ASC 820 for fair value measurement that are recognized at fair value in the financial statements on a reoccurring basis. FASB ASC 820 defines fair value, establishes a framework for measuring fair value, and expands disclosure about fair value measurements. This standard provides a consistent definition of fair value which focuses on an exit price between market participants in an orderly transaction, prioritizes the use of market based information over entity specific information and establishes a three level hierarchy for fair value measurements based on the transparency of information used in the valuation of an asset or liability as of the measurement date. Fair values determined by Level 1 inputs utilize quoted prices in active markets for identical assets. Fair values determined by Level 2 inputs utilize data points that are observable such as quoted prices, interest rates and yield curves. Fair values determined by Level 3 inputs are unobservable data points for the asset and include situations where there is little, if any, market activity for the asset. Cash, cash equivalents and money market accounts are Level 1 inputs. Municipal bonds and Government National Mortgage Association securities are Level 2 inputs. There are no Level 3 inputs.

The Foundation further adopted the provisions of ASC 820-10 for disclosure requirements related to transfers in and out of Levels 1 and 2 inputs. For the year ended December 31, 2015, there were no significant transfers from Level 1 to 2, there were \$705,000 transfers from Level 2 to 1 inputs.

The \$705,000 represents the Proceeds from the Sale of Investments as disclosed on the Statement of Cash Flows.

Investments and deposits are recorded on the balance sheets at December 31, 2015 and 2014 as follows:

	2015	2014
Investments	\$ 81,004	\$ 104,384
Designated deposits and investments	8,488,653	8,390,078
	<u>\$ 8,569,657</u>	<u>\$ 8,494,462</u>

GOLDEN RAIN FOUNDATION
Notes to Financial Statements
December 31, 2015

(3) Designated Deposits and Investments (Continued)

The Board, at its discretion, has designated resources to be set aside to provide for the activities indicated below. The cost of these designated deposits and investments at December 31, 2015 and 2014 are as follows:

	<u>2015</u>	<u>2014</u>
<u>Contingency Operating Fund</u> – Designated for unbudgeted or unanticipated events or shortfalls in anticipated revenues. Deposits to the Trust Contingency Operating Fund are made from excess income in accordance with Policy 5528-31.	\$ 706,643	\$ 697,674
<u>Replacement Reserve Fund</u> - Designated for future maintenance and replacement of major components/assets that the Foundation is required to maintain in accordance with California Civil Code. Use and expenditures of reserve funds are governed by Policy 5520-31. The Reserve fund is funded by contributions collected through monthly assessments and from a percentage of the Membership Fee and Renter Fee (Mutual 17 only) in accordance with Policy 5061-31. Additional funding may result through surplus operational funds from the preceding fiscal year in accordance with Policy 5528-31 and in accordance with the Civil Code.	6,290,766	-
<u>Trust Improvement Fund</u> - Designated for the replacement of the community facility properties. This fund was closed to the Replacement Reserve Fund in 2015.	-	920
<u>Capital Improvement Fund</u> - Designated for new purchases (not replacement) of equipment and/or assets upon Trust property or used in the maintenance of Trust property or in the performance of Foundation duties under the management agreement with the Mutual Corporations. The Capital Improvement fund is funded from a percentage of the Membership Fee and Renter Fee (Mutual 17 only) in accordance with Policy 5061-31.	1,288,673	6,197,314
<u>Liability Insurance Deductible Fund</u> - Designated for payment of the deductible portion of any liability claims and expenses that may occur as a result of a disaster not covered by insurance. Deposits to the liability insurance deductible and disaster fund are made from interest earned on that fund's investments less any applicable income taxes.	202,571	1,029,125
<u>Other Restricted Funds</u> - Designated for payment of repairs and taxes, payment of insurance proceeds for repairs resulting from a fire, and deposits being held in trust. In 2015, these funds were transferred to each respective Mutual Corporation's balance sheet.	-	465,045
	\$ <u>8,488,653</u>	\$ <u>8,390,078</u>

GOLDEN RAIN FOUNDATION
Notes to Financial Statements
December 31, 2015

(3) Designated Deposits and Investments (Continued)

A comparison of amortized cost and approximate fair value of deposits and investments held to maturity at December 31, 2015 follows:

	2015		2014	
	Cost	Fair value	Cost	Fair value
Cash, cash equivalents and money markets	\$ 2,737,518	\$ 2,737,518	\$ 3,452,807	\$ 3,452,807
Certificates of deposits	5,450,000	5,450,000	3,950,000	3,950,000
Municipal bonds	377,124	386,607	1,093,907	1,127,094
Government National Mortgage Association securities	7,139	7,851	11,655	12,990
Total	\$ 8,571,781	\$ 8,581,976	\$ 8,508,369	\$ 8,542,891

The amortized cost and estimated fair value of designated deposits and investments at December 31, 2015 and 2014 by contractual maturity, are shown below:

	2015		2014	
	Cost	Fair value	Cost	Fair value
Due one year or less	\$ 8,514,333	\$ 8,521,581	\$ 8,116,271	\$ 8,126,271
Due after one year through five years	50,309	52,544	380,443	403,630
Due after five years through ten years	5,581	6,312	7,371	8,314
Due after ten years	1,558	1,539	4,284	4,676
	\$ 8,571,781	\$ 8,581,976	\$ 8,508,369	\$ 8,542,891

(4) Fixed Assets

At December 31, 2015 and 2014, fixed assets, at cost after transfers, consisted of the following:

	2015	2014
Furniture and equipment	\$ -	\$ 874,276
Less: accumulated depreciation	-	(835,465)
Net fixed assets	\$ -	\$ 38,811

In January 2015, the Foundation's assets were transferred into the Trust and have been combined for financial reporting. The intention of this change is to provide financial reporting that accurately represents the Foundation's operations Note 2(B).

GOLDEN RAIN FOUNDATION
Notes to Financial Statements
December 31, 2015

(5) Community Facilities Held in Trust

Fixed assets, which are made up of property and equipment required to manage the Foundation's operations, also include the community facilities, including land parcels, utilities, streets, medical and recreational buildings which are held in trust by the Foundation for the benefit of the Mutuals.

A summary of the community facilities held in trust at December 31, 2015 and 2014 are as follows:

	<u>2015</u>	<u>2014</u>
Land	\$ 999,091	\$ 999,091
Infrastructure	8,648,040	8,648,040
Building and improvements	11,328,030	11,320,722
Fixtures and equipment	9,691,767	8,043,621
Sub-total	<u>30,666,928</u>	<u>29,011,474</u>
Less accumulated depreciation	(20,732,698)	(19,054,650)
Construction in progress	-	843,104
Net community facilities	<u>\$ 9,934,230</u>	<u>\$ 10,799,928</u>

Total community facilities represent amounts invested in the community facilities by the Mutuals, which are equal, except for Mutuals Nos. Sixteen and Seventeen, to values attributed to the community facilities by the Federal Housing Administration historically. The original contribution of Mutual Sixteen to the trust was based on the cost of its off-site improvements and utilities, plus an allocated share of the cost of recreational and other community facilities. The original contribution of Mutual Seventeen to the Trust was based on its allocated share of the then current fair market value, as determined by the Foundation, attributed to the original community facilities purchased by the Mutual. The future interests of the Mutuals in the subsequent Trust additions have been allocated to each Mutual in proportion to the Mutual's number of units as compared to all units in the project.

(6) Employees' Retirement Plan

Effective January 1, 2000, the Employees' Retirement Plan was amended from a defined contribution money purchase plan to a 401(k) plan. Employees with 1,000 hours of service with the Foundation continue to be eligible. Participants are able to contribute from 1% to 100% of their compensation. Employer matching is 50% of the employees' contribution up to 8% of their compensation. The vesting period for the employer's match is set by statute at 100% after three years of service. Contributions made to the Plan by the Foundation amounted to \$143,998 and \$143,791 in 2015 and 2014, respectively.

GOLDEN RAIN FOUNDATION
Notes to Financial Statements
December 31, 2015

(7) Commitments

- A.** The Foundation has an operating lease agreement for equipment expiring October 2018. Future minimum payments under these non-cancelable leases are as follows:

Year ending December 31:

2016	\$	24,564
2017		24,564
2018		18,423
	\$	<u>67,551</u>

Rent expense under the operating lease was \$28,861 for the year ended December 31, 2015.

- B.** The Foundation, as Trustee, rents the on-site sales office to outside services. The tenant calculates income received from the lease of the on-site sales office at a fixed percentage of the total monthly sales income generated by the tenant. The minimum guaranteed payment is \$10,000 per month. The lease agreement expires on December 31, 2017. Either party can terminate the lease upon 180 days notice without penalty.

The Foundation, as Trustee, rents the health care center to Tenet. Income received from the health care center is based on \$47,000 a month. The lease agreement expires in November 30, 2018. Either party can terminate the lease upon 180 days notice without penalty.

The Foundation, as Trustee, rents land for an RV storage center, and to NuVision Credit Union and Superwire Telecom Inc. The income received on land for the RV storage center is based on \$14,778 for the year ending December 31, 2015, and \$14,778 per year for the succeeding three years ending December 31. The income received from NuVision Credit Union is \$1,500 per month. The lease agreement expires in November 2017.

The Foundation, as Trustee, receives income from Superwire Telecom Inc. based on \$1,500 per month plus 5% of the gross revenues collected by Superwire Telecom Inc. from members of Leisure World, Seal Beach. This agreement expires February 18, 2019. The rental income of \$1,500 per month is included in the future minimum rental income schedule below.

Future minimum rental income based on the existing leases is estimated as follows:

Year ending December 31:

2016	\$	734,778
2017		718,500
2018		535,000
2019		3,000
	\$	<u>1,991,278</u>

Income received from the rental of community facilities was \$1,226,305 and \$1,089,126 in 2015 and 2014, respectively. The net book values of the resale's office and health care center are \$2,195 and \$1,311,012, respectively.

GOLDEN RAIN FOUNDATION
Notes to Financial Statements
December 31, 2015

(8) Contingencies

The Foundation was a named defendant in a lawsuit brought by their former Executive Director for termination of an employment contract. This lawsuit alleged violation of the California Fair employment and Housing Act. The Foundation has asserted a defense that the termination was based on performance. The lawsuit was settled during the year ended December 31, 2014.

During the year ended December 31, 2015, the Foundation was involved in contingencies through the normal course of its business operations.

(9) Foundation's Operations Correction

The Foundation provides administrative and facilities services for the related Mutuals for which the Mutuals reimburse the Foundation monthly. As of December 31, 2014, the Foundation determined that \$216,250 related to these services rendered had been provided during previous periods but had not been reimbursed through the monthly collection process. Accordingly, the Foundation's management ("Management") had determined to write off this receivable balance and charge it as a current year's operating expense in 2014.

Management had determined that certain liabilities totaling \$175,369, specifically, repair and tax deposits held in trust, collections for cable services and purchases of repair and maintenance supplies were overstated and no longer represents valid Foundation liabilities. GRF management had determined to write off this balance and reduce the 2014 year's operating expense.

The net effect of adjustments made to receivables and payables to net income for 2014 was:

	Effect on Excess Inc.
Mutual receivable write-off	\$ (216,250)
Repair & tax deposit liability write-off	49,155
Cable services liability write-off	53,416
Inventory supplies payable write-off	72,788
Adjustment to net income	\$ (40,891)

As of and for the year ended December 31, 2015, management determined no such corrections are needed.

Golden Rain Foundation

Supplemental Information Regarding Funds for Future Repairs

(Unaudited)

December 31, 2015

While preparing the annual operating budget, the Board reviews the conditions and assumptions regarding the common interest of the Foundation. This review consists of updating the replacement cost and remaining useful life of the Foundation's common interest property. This data is used to develop reserve requirements using the formula set forth in Civil Code 5570 (b) (4). Except as noted below the Board expects to finance all replacements through regular assessments to the shareholders. Accordingly, the Board does not plan any special assessments.

Fund	Estimated Remaining Life	Current Replacement Cost	Reserve Balance Required	Est Beg Bal	Annual Contribution	Per Unit Per Month
Replacement Reserves	1 - 40	\$ 15,444,719	\$ 5,442,330	\$ 5,644,915	\$ 1,000,000	\$ 12.61

Based on the method of calculation in paragraph (4) of subdivision (b) of Section 5570, the estimated required amount to be in the reserve fund, the projected fund balance of those years, taking into account only assessments approved and the other known revenues, and the percentage funded at the end of each of the next five years is:

Year	Required Funding	Projected Fund Bal.	% Funded
2015	\$ 8,162,173	\$ 4,967,109	\$ 1
2016	\$ 9,054,879	\$ 4,650,043	\$ 1
2017	\$ 8,310,706	\$ 5,344,472	\$ 1
2018	\$ 8,485,873	\$ 6,502,937	\$ 1
2019	\$ 9,160,071	\$ 7,684,589	\$ 1

This financial representation set forth in this summary is based on the best estimates of the Board at this time and is further predicated on the Board maintaining the current Reserve Funding Plan.



Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: RESERVES, INFLATIONARY RATE
DATE: MARCH 15, 2016
CC: FILE

At the regular scheduled meeting of the Finance Committee on March 15, 2016, the Committee discussed applicable actions in the drafting of a Reserve Funding Plan in accordance with Civil Code §5550(b):

"...Boards must adopt a "Reserve Funding Plan" to meet their association's obligation for the repair and replacement of all major components. The plan must include a schedule of the date and amount of any change in regular or special assessments that would be needed to sufficiently fund the reserves..."

In the development of a Reserve Funding Plan, the Committee noted the need to set an inflationary rate to support future expenses to replace the assets and components listed in the Reserve Study.

In review and deliberation on this matter, professional opinion was sought from GRF certified public accounting firm of record, whose professional opinion included, but was not limited to:

"...The use of the CPI as an inflation index for a Reserve Study may not accurately reflect what the future cost is going to be to repair and replace those components identified in the Reserve Study..."

"...Nowhere does the CPI deal with Building, Construction and Repairs..."

"...It would appear that the CPI would be low, and may not reflect future economic reality as it relates to the future repairs and replacements for the Golden Rain Foundation's included in the Reserve Study..."

It was of the unanimous ruling of the Committee to recommend to the Board, four percent (4%) as the inflationary rate, for use in the Reserve Study. Such rate is to have periodic review and amendment as required, to reflect economic reality.

I move to direct the Finance Committee, the development of a Reserve Study Funding plan, set the inflationary rate at four percent (4%), and that such rate be reviewed on at least a three (3) years basis for possible adjustment.

RESOLUTION/MOTION ACTION RECORD**032216.c.iii.**

Resolution Type: Approve establishment

Pertaining to :Reserve Study, Inflationary Rate

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)

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BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: RESERVES, PERCENT FUNDED
DATE: MARCH 15, 2016
CC: FILE

At the regular scheduled meeting of the Finance Committee on March 15, 2016, the Committee discussed applicable actions in the drafting of a Reserve Funding Plan in accordance with Civil Code §5550(b):

"...Boards must adopt a "Reserve Funding Plan" to meet their association's obligation for the repair and replacement of all major components. The plan must include a schedule of the date and amount of any change in regular or special assessments that would be needed to sufficiently fund the reserves..."

In the development of a Reserve Funding Plan, the Committee noted the need to establish a percentage funded strategy.

Percentage funded of the Reserve Study, is to help the Board gauge the relative "strength" of GRF Reserve Balance at a particular point in time. As a general rule, Associations under 30% Funded have a high risk of special assessments and deferred maintenance and their Reserve Fund is considered "weak". At the "strong" end of the funding spectrum, special assessments and deferred maintenance are rare when Associations with Reserves that are at 70% funded or above. In-between represents a "fair" Reserve Fund status.

Although there is no required funding level set by the Davis-Stirling Act, associations must exercise prudent financial management to meet appropriate funding levels for the long-term maintenance needs of their communities.

In the Committee's deliberations on the topic of Percent Funded, a threshold funded model was chosen with a goal to eventually reach a fully funded study. It was of the

unanimous ruling of the Committee to recommend to the Board a percent funded of 70-85%, and attain this goal within five (5) to seven (7) years.

I move to direct the Finance Committee, with the development of a Reserve Study Funding plan, achieving a seventy to eighty five percent (70-85%) percent funded, within five (5) to seven (7) years.

RESOLUTION/MOTION ACTION RECORD**032216.c.iv.**

Resolution Type: Approve development

Pertaining to: Reserves, Percent Funded

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)

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COMMITTEE ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: RESERVE STUDY – RSI CONTRACT
DATE: MARCH 22, 2016
CC: FILE

An on-site reserve study for the Golden Rain Foundation was initiated in 2014 and completed in 2015. This reserve study, prepared by Reserve Study Institute (RSI), was for the 2015 fiscal year and no update without site visit was performed for the 2016 fiscal year. Therefore, in preparation for the 2017 budget planning, it will be necessary to complete an update, without site visit, for the 2017 fiscal year.

The attached Exhibit A is a proposal from RSI for an update, without site visit for \$5,490.

At the regular meeting of the Finance Committee held on March 15, 2016, the Committee duly moved to recommend to the Golden Rain Foundation Board of Directors to accept the proposal from RSI for an updated reserve study, without site visit, for the 2017 fiscal year.

Board Action:

I move to accept the proposal from Reserve Study Institute for an updated reserve study, without site visit, for the 2017 fiscal year, for a total of \$5,490, to be charged against operating funds, and to authorize the President to sign the contract.

RESOLUTION/MOTION ACTION RECORD**032216.c.v.**

Resolution Type: Approve contract

Pertaining to: Reserve Study Institute

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)



BOARD OF DIRECTORS

TO: BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE
SUBJECT: VIDEO PRODUCERS CLUB LEASE
DATE: MARCH 15, 2016
CC: FILE

At its March 15, 2016 meeting, the Finance Committee recommended the Golden Rain Foundation BOD accept the Video Producers Club lease, for a one year term (Exhibit A).

I move to approve the Video Producers Club lease, for the period of one year, and authorize the President to sign the lease.

RESOLUTION/MOTION ACTION RECORD**032216c.vi.**

Resolution Type: Approve lease

Pertaining to: Video Producers Club

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)

EXHIBIT A

No. _____

This lease agreement is made on _____ 2016, between Golden Rain Foundation, 13531 St. Andrews Drive, Seal Beach, California 90740, a California Corporation (hereinafter referred to as "GRF"), and the Video Producers Club (hereinafter referred to as "CLUB") who agrees as follows:

1. OPENING CLAUSES

This agreement is made with reference to the following facts and objectives:

- a. GRF is the owner of the premises which consist of room A in Clubhouse Three (3) building of 1,143 square feet located at 1421 Northwood Road. CLUB is willing to lease the space from GRF pursuant to the provisions stated in this agreement.
- b. Tenant has examined the premises and fully accepts its present condition.

2. TERM

The term of this lease shall be one (1) year commencing _____ 1, 2016, and shall expire January 31, 2017. GRF shall have the option to review this Agreement annually and renew for additional one (1) year periods.

3. ANNUAL RENTAL AND TAXES

CLUB shall pay to GRF an annual rent of \$1.00 per year in advance on the first day of each yearly term, commencing on the date the term commences.

GRF shall pay all real property taxes, general and special assessments levied and assessed for the building.

4. USAGE

CLUB wishes to lease this space for the purposes of video production, provide volunteers to: staff CLUB's activities; schedule; obtain speakers and publicize (as stated in Policy 1406-50) the meetings and programs of the CLUB; engage in activities which further the purposes of the CLUB; and to further the benefits to the shareholder/members.

CLUB's use of the premises as provided in this Agreement shall be in accordance with the following:

- a. CLUB or its members shall not operate as a business_____.

No. _____

- b. CLUB and each of its members, guests and invitees shall comply with GRF policies and procedures at all times_____.
- c. CLUB shall not do, bring or keep anything in or about the premises that will cause the increase of premiums and/or cancellation of any GRF insurance covering the premises.
- d. CLUB shall comply with the CLUB's Bylaws attached to this Agreement and shall include a resolution from the CLUB's Board of Directors authorizing the President to sign this agreement.
- e. CLUB shall comply with all of the regulations and rules of CLUB's use of the premises including, without limitation, the obligation at CLUB's cost to alter, maintain the alterations or restore the premises in compliance and conformity with all regulations and rules relating to the condition, use, or occupancy of the premises during the term.
- f. CLUB shall not use the premises in any manner that will constitute waste, nuisance, or unreasonable annoyance to occupants of adjacent premises or property, or in any manner that violates the law.

5. DISCLAIMER

CLUB agrees to include the following disclaimer to be displayed at the commencement of each and every video for a continuous sixty (60) seconds, to be displayed in a legible manner on a simple black screen with large, white font:

"The views and opinions expressed in the following production do not necessarily reflect those of the Golden Rain Foundation, or its Board of Directors and staff. This video is the sole responsibility of the Video Producers Club and production of the video and its contents were not approved by the Golden Rain Foundation, its Board of Directors and/or staff.

Neither the Golden Rain Foundation nor any of its directors, employees or agents assume any legal liability or responsibility for the video, nor do they represent that its use would not infringe privately owned rights."

Neither GRF, nor any of its directors, employees or agents assumes any legal liability or responsibility for any video or production, nor do they represent that its use would not infringe privately owned rights. GRF shall not be responsible for ensuring CLUB's compliance with any applicable copyright and intellectual property laws. CLUB shall be solely responsible for securing any required releases or waivers from persons videotaped, photographed or otherwise recorded (whether audio or visual, or both), including, without limitation, those persons whose images are used for any purpose.

6. MAINTENANCE

GRF shall provide janitorial services and maintain, in good condition, all portions of the premises as needed.

- a. CLUB shall be liable for any damage to the premises resulting from the acts or omissions of CLUB, its members, guests or any of its authorized representatives_____.
- b. CLUB shall not make any alterations to the premises without GRF's written consent. Any alterations made shall remain on and be surrendered with the premises on expiration or termination of the lease. GRF can elect within six (6) months before expiration of the term, to require CLUB to remove any alteration that CLUB has made to the premises. If GRF so elects, CLUB at its cost, shall restore the premises to the original condition.
- c. If CLUB makes any alterations to the premises as provided in this paragraph, the alterations shall not be commenced until seven (7) business days after the GRF Representative (Recreation Manager) has received notice from CLUB stating the date that the installation of the alterations is to commence so that GRF can post and record an appropriate notice of non-responsibility.

7. UTILITIES AND SERVICES

GRF will pay for all heat, light, power and water. GRF states that said premises, and every part thereof, and all inside and outside tile, window and other structural glass and other glazing, electric, plumbing, heating and lighting fixtures and locks, bolts, wiring, heating systems and other fixtures, including sewer system, in and about the said premises are at the date hereof in good order, condition and repair.

8. INDEMNITY & INSURANCE

The CLUB and its members, on behalf of their heirs, executors, successors, and assigns, agree to release, acquit, and forever discharge and hold harmless, indemnify and defend GRF and its past, present and future Board members, contractors, agents, managers and employees of and from any and all claims, actions, causes of action, lawsuits, class action lawsuits, demands, rights, damages, costs, loss of service, expenses, liabilities, debts, judgments, including reasonable attorneys' fees and costs, and compensation whatsoever, which the undersigned now has or which may hereafter accrue on account of or in any way

No. _____

growing out of any and all known and unknown, foreseen and unforeseen claims, damages, and any other matters pertaining to the CLUB's use or misuse (or the Boards' approval of the use) of room A in Clubhouse Three (3) building of 1,143 square feet located at 1421 Northwood Road.

Any CLUB's activities which require special insurance not mentioned herein will be maintained by CLUB. Proof of such insurance shall be provided annually to GRF.

9. ASSIGNMENT

CLUB shall not voluntarily assign or encumber its interest in this lease or in the premises, or sublease all or part of the premises, or allow any other person or entity to occupy or use all or any part of the premises, without first obtaining GRF's written consent. Any assignment, encumbrance, or sublease without GRF's consent shall be voidable and, at GRF's election, shall constitute a default. No consent to any assignment, encumbrance or sublease shall constitute a further waiver of the provisions of this paragraph.

Any dissolution, merger or consolidation of CLUB shall be deemed an involuntary assignment and shall constitute a default of CLUB. GRF shall have the right to terminate this Agreement, in which case the lease shall not be treated as an asset of CLUB.

No interest of CLUB in this Agreement shall be assignable by operation of law.

10. DEFAULT

The occurrence of any of the following shall constitute a default by CLUB.

- a. Failure to pay rent when due.
- b. Abandonment and vacating of the premises for thirty (30) consecutive days.
- c. Failure to perform any other provision of the Agreement if the failure to perform is not cured within thirty (30) days after written notice has been given to CLUB. If a default cannot reasonably be cured within thirty (30) days, CLUB shall not be in default of this Agreement if CLUB commences to cure the default within the 30-day period and diligently and in good faith continues to cure the default.

Notice given under this paragraph shall specify the alleged default in the applicable agreement provisions, and shall demand that CLUB perform the provisions of this Agreement, or surrender the premises. No such notice shall be

No. _____

deemed a forfeiture or a termination of this lease unless GRF so elects in the Notice.

GRF shall have the following remedies if CLUB commits a default. These remedies are not exclusive; they are cumulative in addition to any remedies now or later allowed by Law.

- a. GRF may terminate this lease and CLUB's right to possession of the premises at any time upon the giving of thirty (30) days' notice to quit.
- b. No act by GRF other than giving notice to CLUB shall terminate this Agreement.
- c. GRF, at any time after CLUB commits a default, can cure the default at CLUB's cost. If GRF at any time, by reason of CLUB's default, pays any sum or does any act that requires the payment of any sum, the sum paid by CLUB shall be due immediately from CLUB to GRF at the time the sum is paid, and if paid at a later date shall bear interest at the rate of 10 percent (10%) per annum from the date the sum is paid.

11. RIGHT OF ENTRY

In addition to normal usage of the facilities, GRF and its authorized representatives shall have the right to enter the premises at all reasonable times to determine whether the premises are in good condition and whether CLUB is complying with its obligations under the Agreement_____.

12. NOTICE

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

Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party shall be addressed to the other party at the address set forth on page 6 of this Agreement.

Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within forty-eight (48) hours from the time of mailing as provided in this section.

13. WAIVER

No delay or omission in the exercise of any right or remedy of GRF on any default by CLUB shall impair such a right or remedy or be construed as a

No. _____

waiver. GRF's consent to or approval of any act by CLUB requiring GRF's consent or approval shall not be deemed to waive or render unnecessary GRF's consent to or approval of any subsequent act by CLUB.

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

14. ATTORNEY'S FEES

The prevailing party in any action or proceeding (including without limitation arbitration) to enforce this Agreement shall be entitled to recover from the other party reasonable attorneys' fees, costs and expenses incurred in the prosecution or defense of the action or proceeding.

15. MISCELLANEOUS

This Agreement and all exhibits thereto constitute the entire agreement of the parties with respect to the subject matter hereof and supersedes all prior or contemporaneous oral or written agreements regarding the subject matter of this Agreement. This Agreement shall inure to the benefit of and shall be binding upon the parties, their successors and assigns. This Agreement does not create any rights in any third parties as third party beneficiaries. This Agreement may only be modified by a written instrument executed by both parties. If any provision of this Agreement is determined by an arbitrator or court of competent jurisdiction to be invalid or otherwise ineffective, the remaining provisions shall remain in full force. This Agreement shall be construed according to its fair meaning and as though no single party drafted this Agreement. This Agreement shall be construed in accordance with, and governed by, the laws of the State of California.



No. _____

GOLDEN RAIN FOUNDATION

President (*signature*)

Print

Date

Mailing Address

VIDEO PRODUCERS CLUB

President (*signature*)

Print

Date

Mailing Address

Attachments:

1. CLUB Bylaws
2. CLUB Resolution

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BOARD OF DIRECTORS

TO: BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE
SUBJECT: GOLDEN AGE FOUNDATION LEASE
DATE: MARCH 15, 2016
CC: FILE

At its March 15, 2016 meeting, the Finance Committee recommended the Golden Rain Foundation BOD accept the Golden Age Foundation lease, for a one year term (Exhibit A).

I move to approve the Golden Age Foundation lease, for the period of one year, and authorize the President to sign the lease.

RESOLUTION/MOTION ACTION RECORD**032216c.vii.**

Resolution Type: Approve lease

Pertaining to: Golden Age Foundation

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)

EXHIBIT A

No. _____

This lease agreement is made on _____ 2016, between Golden Rain Foundation, 13531 St. Andrews Drive, Seal Beach, California 90740, a California Corporation (hereinafter referred to as "GRF"), and the Golden Age Foundation, a 501(c) 3 philanthropic organization (hereinafter referred to as "GOLDEN AGE") who agrees as follows:

1. OPENING CLAUSES

This agreement is made with reference to the following facts and objectives:

- a. GRF is the owner of the premises which consist of room 1A & 1B in Clubhouse Six (6) building of 790 square feet located at 1661 Golden Rain Road, Bldg. E. GOLDEN AGE is willing to lease the space from GRF pursuant to the provisions stated in this agreement.
- b. GOLDEN AGE has examined the premises and fully accepts its present condition.

2. TERM

The term of this lease shall be one (1) year commencing _____ 1, 2016, and shall expire January 31, 2017. GRF shall have the option to review this Agreement annually and renew for additional one (1) year periods.

3. ANNUAL RENTAL AND TAXES

GOLDEN AGE shall pay to GRF an annual rent of \$1.00 per year in advance on the first day of each yearly term, commencing on the date the term commences.

GRF shall pay all real property taxes, general and special assessments levied and assessed for the building.

4. USAGE

GOLDEN AGE wishes to lease this space for the purposes to provide volunteers to: staff GOLDEN AGE activities; schedule; obtain speakers and publicize (as stated in Policy 1406-50, Limitations on Use) the meetings and programs of GOLDEN AGE; engage in activities which further the purposes of GOLDEN AGE; and to further the benefits to the shareholder/members.

GOLDEN AGE's use of the premises as provided in this Agreement shall be in accordance with the following:

No. _____

- a. GOLDEN AGE or its members shall not operate as a business_____.
- b. GOLDEN AGE and each of its members, guests and invitees shall comply with GRF policies and procedures at all times_____.
- c. GOLDEN AGE shall not do, bring or keep anything in or about the premises that will cause the increase of premiums and/or cancellation of any GRF insurance covering the premises.
- d. GOLDEN AGE and each of its members and guests shall comply at all times with GOLDEN AGE's Bylaws attached to this Agreement and shall include a resolution from the GOLDEN AGE Board of Directors authorizing the President to sign this agreement.
- e. GOLDEN AGE and each of its members and guests shall comply at all times with all of the GRF regulations and rules of GOLDEN AGE's use of the premises including, without limitation, the obligation at GOLDEN AGE's cost to alter, maintain the alterations or restore the premises in compliance and conformity with all GRF regulations and rules relating to the condition, use, or occupancy of the premises during the term.
- f. GOLDEN AGE shall not use the premises in any manner that will constitute waste, nuisance, or unreasonable annoyance to occupants of adjacent premises or property, or in any manner that violates the law.

5. DISCLAIMER

GOLDEN AGE agrees, all acts by GOLDEN AGE, are as a fully independent corporation and has no ties, affiliations, obligations and/or working relationship with GRF, Seal Beach. Neither GRF nor any of its directors, employees or agents assumes any legal liability or responsibility for any actions of or omissions by GOLDEN AGE.

6. MAINTENANCE

GRF shall provide janitorial services and maintain, in good condition, all portions of the premises as needed.

- a. GOLDEN AGE shall be liable for any damage to the premises resulting from the acts or omissions of GOLDEN AGE, its members, guests or any of its authorized representatives_____.
- b. GOLDEN AGE shall not make any alterations to the premises without GRF's written consent. Any alterations made shall remain on and be surrendered with the premises on expiration or termination of the lease. GRF can elect within six (6) months before expiration of the term, to

No. _____

require GOLDEN AGE to remove any alteration that GOLDEN AGE has made to the premises. If GRF so elects, GOLDEN AGE at its cost, shall restore the premises to the original condition.

- c. If GOLDEN AGE makes any alterations to the premises as provided in this paragraph, the alterations shall not be commenced until seven (7) business days after the GRF Representative (Recreation Manager) has received notice from GOLDEN AGE stating the date that the installation of the alterations is to commence so that GRF can post and record an appropriate notice of non-responsibility.

7. UTILITIES AND SERVICES

GRF will pay for all heat, light, power and water. GRF states that said premises, and every part thereof, and all inside and outside tile, window and other structural glass and other glazing, electric, plumbing, heating and lighting fixtures and locks, bolts, wiring, heating systems and other fixtures, including sewer system, in and about the said premises are at the date hereof in good order, condition and repair.

8. INDEMNITY & INSURANCE

GOLDEN AGE and its members, on behalf of their heirs, executors, successors, and assigns, agree to release, acquit, and forever discharge and hold harmless, indemnify and defend GRF and its past, present and future Board members, contractors, agents, managers and employees of and from any and all claims, actions, causes of action, lawsuits, class action lawsuits, demands, rights, damages, costs, loss of service, expenses, liabilities, debts, judgments, including reasonable attorneys' fees and costs, and compensation whatsoever, which the undersigned now has or which may hereafter accrue on account of or in any way growing out of any and all known and unknown, foreseen and unforeseen claims, damages, and any other matters pertaining to the GOLDEN AGE's use or misuse (or the Boards' approval of the use) of room 1A & 1B in Clubhouse Six (6) building of 790 square feet located at 1661 Golden Rain Road, Bldg. E.

Any GOLDEN AGE activity which may require special insurance not mentioned herein will be maintained by GOLDEN AGE at all times while this Agreement is in effect. Proof of such insurance shall be provided annually to GRF.

9. ASSIGNMENT

GOLDEN AGE shall not voluntarily assign or encumber its interest in this lease or in the premises, or sublease all or part of the premises, or allow any other

No. _____

person or entity to occupy or use all or any part of the premises, without first obtaining GRF's written consent. Any assignment, encumbrance, or sublease without GRF's consent shall be voidable and, at GRF's election, shall constitute a default. No consent to any assignment, encumbrance or sublease shall constitute a further waiver of the provisions of this paragraph.

Any dissolution, merger or consolidation of GOLDEN AGE shall be deemed an involuntary assignment and shall constitute a default of GOLDEN AGE. GRF shall have the right to terminate this Agreement, in which case the lease shall not be treated as an asset of GOLDEN AGE.

No interest of GOLDEN AGE in this Agreement shall be assignable by operation of law.

10. DEFAULT

The occurrence of any of the following shall constitute a default by GOLDEN AGE.

- a. Failure to pay rent when due.
- b. Abandonment and vacating of the premises for thirty (30) consecutive days.
- c. Failure to perform any other provision of the Agreement if the failure to perform is not cured within thirty (30) days after written notice has been given to GOLDEN AGE. If a default cannot reasonably be cured within thirty (30) days, GOLDEN AGE shall not be in default of this Agreement if GOLDEN AGE commences to cure the default within the 30-day period and diligently and in good faith continues to cure the default.

Notice given under this paragraph shall specify the alleged default in the applicable agreement provisions, and shall demand that GOLDEN AGE perform the provisions of this Agreement, or surrender the premises. No such notice shall be deemed a forfeiture or a termination of this lease unless GRF so elects in the Notice.

GRF shall have the following remedies if GOLDEN AGE commits a default. These remedies are not exclusive; they are cumulative in addition to any remedies now or later allowed by Law.

- a. GRF may terminate this lease and GOLDEN AGE's right to possession of the premises at any time upon the giving of thirty (30) days' notice to quit.

No. _____

- b. No act by GRF other than giving notice to GOLDEN AGE shall terminate this Agreement.
- c. GRF, at any time after GOLDEN AGE commits a default, can cure the default at GOLDEN AGE's cost. If GRF at any time, by reason of GOLDEN AGE's default, pays any sum or does any act that requires the payment of any sum, the sum paid by GOLDEN AGE shall be due immediately from GOLDEN AGE to GRF at the time the sum is paid, and if paid at a later date shall bear interest at the rate of 10 percent (10%) per annum from the date the sum is paid.

11. RIGHT OF ENTRY

In addition to normal usage of the facilities, GRF and its authorized representatives shall have the right to enter the premises at all reasonable times to determine whether the premises are in good condition and whether GOLDEN AGE is complying with its obligations under the Agreement_____.

12. NOTICE

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

Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party shall be addressed to the other party at the address set forth on page 6 of this Agreement.

Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within forty-eight (48) hours from the time of mailing as provided in this section.

13. WAIVER

No delay or omission in the exercise of any right or remedy of GRF on any default by GOLDEN AGE shall impair such a right or remedy or be construed as a waiver. GRF's consent to or approval of any act by GOLDEN AGE requiring GRF's consent or approval shall not be deemed to waive or render unnecessary GRF's consent to or approval of any subsequent act by GOLDEN AGE.

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

14. ATTORNEY'S FEES

No. _____

The prevailing party in any action or proceeding (including without limitation arbitration) to enforce this Agreement shall be entitled to recover from the other party reasonable attorneys' fees, costs and expenses incurred in the prosecution or defense of the action or proceeding.

15. MISCELLANEOUS

This Agreement and all exhibits thereto constitute the entire agreement of the parties with respect to the subject matter hereof and supersedes all prior or contemporaneous oral or written agreements regarding the subject matter of this Agreement. This Agreement shall inure to the benefit of and shall be binding upon the parties, their successors and assigns. This Agreement does not create any rights in any third parties as third party beneficiaries. This Agreement may only be modified by a written instrument executed by both parties. If any provision of this Agreement is determined by an arbitrator or court of competent jurisdiction to be invalid or otherwise ineffective, the remaining provisions shall remain in full force. This Agreement shall be construed according to its fair meaning and as though no single party drafted this Agreement. This Agreement shall be construed in accordance with, and governed by, the laws of the State of California.

GOLDEN RAIN FOUNDATION

President (signature)

Print

Date

Mailing Address

GOLDEN AGE FOUNDATION

President (signature)

Print

Date

Mailing Address

Attachments:

1. CLUB Bylaws
2. CLUB Resolution



COMMITTEE ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: INFORMATION TECHNOLOGY COMMITTEE
SUBJECT: REQUEST TO APPROVE TECHNIJIAN MONTHLY SERVICE AGREEMENT
DATE: MARCH 22, 2016
CC: FILE

At the regular meeting of the Information Technology Services Committee on March 8, 2016, the Committee discussed the monthly service agreement Technijian had provided.

In August 2015, TruShield performed an in-depth analysis (SANS Audit) of Golden Rain Foundation's IT infrastructure and revealed the Foundation's security concerns. A report and remediation plan was offered by TruShield to address these issues.

In the following months, the Committee reviewed the SANS Audit report and decided to seek outside assistance and went out to bid on alternative IT consulting companies. On October 30, 2015, at a Special ITS Committee meeting, FPA Technology and Technijian presented their proposals for the Foundation's security and network security remediation.

The Committee approved Technijian's proposal and directed the company to proceed with their remediation plan. Over the past few months, Technijian has executed the patch management phase on all staff machines, installed hardware to upgrade the Foundation's broadband and phone system, and provided hosting services for the new company website.

The remediation has been completed and it is important to continue with ongoing support. Technijian has provided a monthly service agreement for a total of \$9,076.95 a month.

Services by Desktop	114	22.00	2,508.00
Services by Server	19	22.00	418.00
Services By LAN	1	300.00	300.00
Services by SNMP	231	2.00	462.00
Services by E-Mail Account	128	5.00	640.00
Services By Email Domain			7.50
Remote Support Hours : US Based	50	100.00	5,000.00
Remote Support Hours : India Based	50	15.00	750.00
Total Monthly Services without discount			10,085.50
Monthly Services Discount		-10.00%	-1,008.55
Sales Tax		8.00%	0.00
The Products and or Services provided under this Proposal are subject to the standard Terms and Conditions of Technijian, Inc. that can be viewed at " http://www.technijian.com/?page=Terms_And_Conditions "			
A copy of Technijian's standard Terms and Conditions can also be provided by written copy or by e-mail upon written request to Technijian, Inc.			
Signature _____	Total		\$9,076.95

The service agreement includes comprehensive services such as health/hardware monitoring, patch management, proactive maintenance, virus protection, and file backup for all Foundation machines.

Although these monthly fees are non-budgeted expenses, the Foundation may re-allocate funds from accounts 6100000 (Salaries & Wages) and 6478000 (Service Contracts). The ITS department has a positive budget variance due to the elimination of the ITS manager position and ending the contract with Mazztech (the Foundation's previous IT consultant).

At the regular meeting of the Finance Committee on March 15, 2016, the Committee approved Technijian's monthly service agreement of \$9,076.95 per month.

Action Requested: Approval to re-allocate funds and accept Technijian's monthly service agreement for \$9,076.95 per month, to be charged against the operating budget. A new GL account will be created to record IT outsourcing services.

RESOLUTION/MOTION ACTION RECORD

032216d.i.

Resolution Type: Approve contract

Pertaining to: Technical Support

Duly adopted at a meeting of the Board of Directors held: 03.22.16

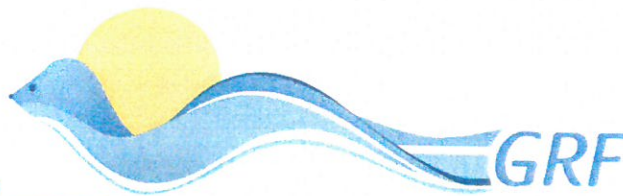
Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)

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BOARD OF DIRECTORS

TO: BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE
SUBJECT: FLOOR REPLACEMENT CLUBHOUSE 6
DATE: MARCH 16, 2016
CC: FILE

The flooring in Clubhouse 6 has required ongoing repairs due to lifting tiles. The Physical Property Department sent out a request for proposal (RFP) to replace the upstairs flooring, Asset ID 0701, approximately 5,000 sq. ft., excluding the Exercise area and to use the flooring approved by the ADRC, Johnson Navia LVT flooring, color Jet. Three bids were received from the following contractors:

Contractor	Contract Amount
Bixby Plaza Carpets & Flooring	\$35,400
Golden State Surfaces Inc.	\$38,800
D&G Flooring Inc.	\$46,242

At its March 2, 2016 meeting, the Physical Property Committee unanimously recommended that the Board award a contract to Bixby Plaza Carpets & Flooring, for a cost of \$35,400.00 (see Exhibit A), plus \$1,500.00 contingency for this task, at a cost not to exceed \$36,900.00, after the Finance Committee (FC) reviewed funding for the project. At its March 15, 2016 meeting, the FC determined funds are available from the reserve account.

I move to award a contract to Bixby Plaza Carpets & Flooring to replace the upstairs flooring at Clubhouse 6, Asset ID 0701, approx. 5,000 sq. ft., excluding the Exercise area, and to use the flooring approved by the ADRC, Johnson Navia LVT flooring, color Jet, for a cost not to exceed \$36,900, including a \$1,500 contingency, funds coming from the Reserves and authorize the President to sign the contract.

RESOLUTION/MOTION ACTION RECORD**032216e.i.**

Resolution Type: Approve contract

Pertaining to: Replace Flooring in CH6

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)

EXHIBIT A

George Hurtado

From: Cheryl Doyle <cheryl@bixbycarpets.com>
Sent: Wednesday, February 24, 2016 3:32 PM
To: George Hurtado
Subject: Flooring quote/ Clubhouse 6

The following is a quote for your flooring project at
CLUBHOUSE 6

Furnish and install Johnson Luxury Vinyl Plank

Style - Naviva NT15007
Color -Jet

Price includes standard floor prep, ground works underlayment by Shaw, Johnson LVP floating floor, new cove
base, installation and tax

Recreation room
\$23,000

Three additional classroom areas
\$12,400

TOTAL \$35,400

If you have any questions or concerns, please let me know.

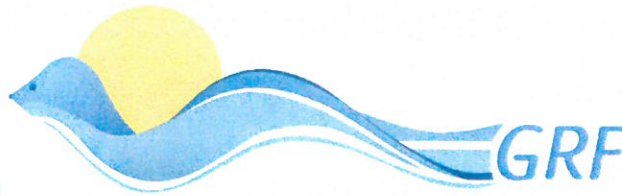
Thank you for your business.



Cheryl Doyle
Bixby Plaza Carpets & Flooring
562 439-3678 | cheryl@bixbycarpets.com |
10831 Los Alamitos Blvd Los Alamitos
Since 1971

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BOARD OF DIRECTORS

TO: BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE
SUBJECT: COMMUNITY- WIDE MOVEMENT STUDY
DATE: MARCH 16, 2016
CC: FILE

At the March 2, 2016 meeting, the Physical Property Committee continued to review the draft of the Movement Study and unanimously agreed to recommend the Board award a contract to Urban Crossroads to develop a CAMUTCD (California Manual on Uniform Traffic Control Devices) Implementation Strategy for Leisure World Seal Beach (See Exhibit A).

This plan will also expand the Community-Wide Movement Study and outline Policy Implementations; Signage, Pavement Markings; and Design Modifications needed to bring Leisure World into compliance with the CAMUTCD. The total fees for these services are \$7,040 and will require review by the Finance Committee (FC).

At its meeting on March 15, 2016, the FC reviewed this request from the PPC and determined funds are available in the Capital Account.

I move to award a contract to Urban Crossroads to develop a CAMUTCD (California Manual on Uniform Traffic Control Devices) Implementation Strategy for Leisure World Seal Beach and outline Policy Implementations; Signage, Pavement Markings; and Design Modifications needed to bring Leisure World into compliance, at a cost not to exceed \$7,040, funding through the Capital Account, and authorize the President to sign the contract.

RESOLUTION/MOTION ACTION RECORD**032216.e.ii.**

Resolution Type: Approve contract

Pertaining to: Community-wide Movement Study

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

VOTE:

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

ATTEST: _____ (Secretary) _____ (Date)

EXHIBIT A



41 Corporate Park Suite 300 Irvine, CA 92606 (949) 660 1994
www.urbanxroads.com

PROPOSAL FOR SERVICES

February 9, 2016

Mr. David Rudge
Golden Rain Foundation
P.O. Box 2069
Seal Beach, CA 90740

SUBJECT: LEISURE WORLD SEAL BEACH CAMUTCD IMPLEMENTATION STRATEGY

Dear Mr. David Rudge:

Urban Crossroads, Inc. is pleased to submit this proposal agreement to Golden Rain Foundation (Client) to provide a CAMUTCD Implementation Strategy for the Leisure World Seal Beach ("Project"). The purpose of the CAMUTCD Implementation Strategy is to adopt a policy implementing the current California Manual on Uniform Traffic Control Devices; develop a community inventory of signs and pavement markings; and identification of areas requiring focused review and design modifications.

SCOPE OF WORK

The following scope of work outlines the tasks needed to complete CAMUTCD Implementation Strategy.

TASK 1: POLICY IMPLEMENTATION

- 1.1 Prepare a brief policy document that can be used by The Golden Rain Foundation to update and modify the Policies, Rules and Regulations.
- 1.2 Recommend changes to the Golden Rain Foundation Policies Rules and Regulations to implement the basic principles that govern the design and use of traffic control devices outlined in the CAMUTCD. This includes eliminating the required use of speed limit pavement markings (legends).

TASK 2: SIGNS AND PAVEMENT MARKINGS

The Leisure World Seal Beach Community Wide Movement Study indicated that the existing community signs generally do not conform to the CAMUTCD guidelines for location, use, shape, color and reflectivity. Task 2 will develop a community inventory of signs and pavement markings necessary to implement the CAMUTCD. This task focuses on bringing the community current with signs and pavement markings. Task 2 is not intended to resolve circulation, crosswalk, speeding or parking design issues.

09668-14 MUTCD Update Proposal.docx

Mr. David Rudge
Golden Rain Foundation
February 9, 2016
Page 2 of 4

- 2.1 Expand the Leisure World Seal Beach Community Wide Movement Study community mapbook to inventory traffic control signs, traffic control devices and pavement markings throughout the community.
- 2.2 Inventory all redundant signage, non-standard, damaged and improperly placed signage, as well as potential missing signage. The inventory will identify the location, type and quantities needed to bid the work.
- 2.3 Prepare a brief letter report and an updated community mapbook summarizing the findings.

TASK 3: DESIGN MODIFICATION AREAS

Recognizing that the implementation of the CAMUTCD may require design work beyond simple traffic control signs and pavement markings, Task 3 describes the potential work effort to provide design solutions for areas of concern that should be part of a separate focused circulation review exercise.

- 3.1 Identification of discrete areas requiring focused review and design modifications as part of a future separate work effort.
- 3.2 Briefly describe the design issues and key considerations for each of the discrete areas. This will include a brief overview of potential design issues that may be related to access, pavement markings, parking restrictions, signage, pedestrian walkways, curb ramps, vehicular access locations, drive aisles, parking layout, parking requirements and overall on-site circulation.

PROFESSIONAL FEE

The professional fee to accomplish the above Scope of Work is as follows:

Task 1 (Policy Implementation)	\$1,040
Task 2 (Signs and Pavement Marking)	\$3,745
Task 3 (Design Modifications)	\$2,255
Total	\$7,040

The fees for the work outlined in this proposal are based upon personnel charges plus direct expenses as indicated in the attached Exhibit A. Due to potentially dynamic project considerations including, but not limited to: environmental occurrences, changes in the project description, and/or modifications in public/private policy, Urban Crossroads reserves the right to shift funds among individual task budgets according to specific needs. The proposed fee does not include attendance at public hearings/meetings. If these tasks are required to secure approval of the project, Urban Crossroads, Inc. would be pleased to perform them and charge the Client based on the hourly rates detailed in Exhibit A.

Mr. David Rudge
Golden Rain Foundation
February 9, 2016
Page 3 of 4

DELIVERABLES/TIMING

It is estimated that the CAMUTCD Implementation Strategy will be completed in 25 working days from the date of Client's authorization and subsequent receipt of all requested data essential to complete the study, including the final site plan. Additionally, any delays resulting from circumstances beyond our control, such as environmental occurrences, changes in the project description, and/or modifications in public/private policy may extend the time schedule. In the event this occurs, Urban Crossroads, Inc. will make the Client aware of such issues and adjust expectations accordingly. A PDF (electronic) version of the report will be provided for the client's use.

TERMS

If agreeable, this letter serves as our mutual, contractual agreement and authorization to proceed. The Client agrees to compensate Urban Crossroads on a Task Progress Basis (percentage of job completed) as subsequent work is completed. Please sign one copy of this scope of work and return it to us for our files, or send us the agreements utilized by your company. We are looking forward to serving you on this project. This proposal offer is valid for 60 days. If you have any questions, please contact me directly at (949) 336-597903.

Respectfully submitted,

URBAN CROSSROADS, INC.



Bill Lawson, P.E., INCE
Principal

CONTRACT APPROVAL:	
Approved by:	
Title:	
Firm:	Golden Rain Foundation
Date:	

Mr. David Rudge
Golden Rain Foundation
February 9, 2016
Page 4 of 4

EXHIBIT A

BILLING RATES FOR URBAN CROSSROADS, INC.

Position	Hourly Rates
Principal	\$180 - 250
Senior Associate	\$130 - 200
Associate	\$100 - 150
Senior Analyst	\$80 - 120
Analyst	\$70 - 110
Assistant Analyst	\$50 - 90
Administrative Support	\$60 - 100

General

- (1) Reimbursable direct costs, such as reproduction, supplies, messenger service, long-distance telephone calls, travel, and traffic counts will be billed at cost plus ten (10) percent.
- (2) Hourly rates apply to work time, travel time, and time spent at public hearings and meetings. For overtime work, the above rates may be increased 50 percent.
- (3) Client payment for professional services is not contingent upon the client receiving payment from other parties.
- (4) Billing statements for work will be submitted monthly. Statements are payable within thirty (30) days of the receipt by client of statement. Any statement unpaid after thirty (30) days shall be subject to interest at the maximum permitted by law.

January 18, 2016



Golden Rain Foundation

Leisure World, Seal Beach

COMMITTEE ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: PUBLICATIONS COMMITTEE
SUBJECT: AMEND POLICY 2811-36, GOLDEN RAIN NEWS COVERAGE OF
CANDIDATES RUNNING FOR THE GRF BOARD OR PUBLIC OFFICE
DATE: MARCH 15, 2016
CC: FILE

At the regular scheduled meeting of the Publications Committee on March 10, 2016, the Committee unanimously recommended the GRF Board of Directors amend Policy 2811-36, Golden Rain News Coverage of Candidates Running for the GRF Board or Public Office. The amendment specifically references running for the GRF Board or Public Office.

I move to recommend the GRF Board of Directors amend Policy 2811-36, Golden Rain News Coverage of Candidates Running for the GRF Board or Public Office.

RESOLUTION/MOTION ACTION RECORD**032216.f.i**

Resolution Type: Amend Policy

Pertaining to: Policy 2811-36

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)

ADMINISTRATION

NEWSPAPER SERVICES

AMEND 02.11.1603.08.16

Golden Rain News Coverage of Candidates Running for the GRF Board or Public Office
~~Public Office~~

The *Golden Rain News* acknowledges the general news value to Golden Rain Foundation Shareholder/members of a candidate's official announcement of running for the GRF Board, city, county, state and/or federal office or Public Office, and will report only on the announcement itself from a strictly limited news perspective.

Should a candidate withdraw from a race, the *News* will report the event as a news event.

When the respective election has been officially concluded, the *News* will report the results in a news format.

The *News* further acknowledges its absolute obligation to avoid the appearance of advocacy or bias of any kind. To this end, after an individual has issued an official announcement of candidacy, the *News* will not publish, in print or online, any content identified by *News* editors as reflecting any party line or being in support of or in opposition to any candidate.

Such *News* content, printed and digitally rendered, includes, but is not limited to, letters to the editor, news stories and what editors identify as politically charged language or visual representation in any feature story, photograph, illustration, caption, audio file, video, animation, event review, column or submission.

The *News* will not publish any column, image, photograph, illustration, caption, audio file, video, animation, event review, submission or opinion piece written by the candidate or their designate representing the candidate.

As shareholders/members, candidates may submit the same general-interest content as any shareholder/member is allowed to submit, such as an event announcement, but such content will be strictly evaluated for appropriateness by the standards outlined above.

Candidates may purchase *News* advertising space, but all such advertisements will be clearly marked as a political advertisement and must include an official statement by the candidate that she/he endorses the advertisement.

(Aug 14)

ADMINISTRATION

NEWSPAPER SERVICES

AMEND ~~02.11.16~~ 03.08.16Golden Rain News Coverage of Candidates Running for the GRF Board or Public Office
~~Public Office~~

The *News* will not give political advertising any preferential placement in the layout of any of its printed or digitally rendered publications.

When the respective election has been officially concluded, the candidate will no longer be subject to the election-period restrictions but will still be subject to the same *News* editorial and advertising standards that are applicable to all shareholders/members.

Policy

Adopted: 01 Aug 14

Amended: 26 Jan 16

GOLDEN RAIN FOUNDATION
Seal Beach, California

(Aug 14)

ADMINISTRATION

NEWSPAPER SERVICES

AMEND ~~02.11.16~~ 03.08.16

Golden Rain News Coverage of Candidates Running for the GRF Board or Public Office
~~Public Office~~

(Aug 14)

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Golden Rain Foundation

Leisure World, Seal Beach

MEMO

TO: BOARD OF DIRECTORS
FROM: RANDY ANKENY, EXECUTIVE DIRECTOR
SUBJECT: JANITORIAL AND CUSTODIAL SERVICES CONTRACT
DATE: MARCH 10, 2016
CC: FILE

Per terms and conditions of the agreement executed on January, 11, 2016 between the Golden Rain Foundation of Seal Beach and Pegasus Building Services, it has been determined to move in another direction for Janitorial and Cleaning Services and invoke stated and agreed upon terms and conditions of the terms of the contract, to provide the required notice to cancel the contact.

I move to approve the cancelation of the contract with Pegasus Building Services and authorize corporate counsel for the Golden Rain Foundation of Seal Beach to act as the Board's agent in this matter and implement all applicable actions.

RESOLUTION/MOTION ACTION RECORD**032216.g.i.**

Resolution Type: Cancel contract

Pertaining to: Janitorial Services

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

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

ATTEST: _____ (Secretary) _____ (Date)



BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: RANDY ANKENY, EXECUTIVE DIRECTOR
SUBJECT: JANITORIAL AND CUSTODIAL SERVICES - CONTRACT
DATE: MARCH 16, 2016
CC: FILE

The current contract for Janitorial and Custodial services has been canceled, requiring due action to secure a Janitorial and Custodial Service provider.

Per previous review of Janitorial and Custodial Service providers, on October 14, 2015, thirteen (13) invitations to bid for Janitorial and Custodial Services were sent out and five (5) companies responded. Interviews were held and finalists selected.

With early cancelation of the existing agreement, the other two (2) finalists of the Janitorial and Custodial Service interviews were contacted and requested to resubmit proposals based upon the October 15, 2015 Janitorial and Custodial Services specifications.

Proposals Attached (Exhibit A - CCS, Exhibit B- Innovative)

Janitorial and Custodial Services		
Option 1	CCS	Innovative
Year 1	\$1,133,484	\$1,151,797
Year 2	\$1,156,154	\$1,174,833
Year 3	\$1,179,277	\$1,198,330

2016	Variance to Budget	
Budget	CCS	Innovative
\$1,130,100	-\$3,384	-\$18,314

Option 2	CCS	Innovative
Year 1	\$1,094,697	\$1,098,181
Year 2	\$1,116,591	\$1,120,145
Year 3	\$1,138,922	\$1,142,547

2016	Variance to Budget	
Budget	CCS	Innovative
\$1,130,100	\$35,403	-\$31,919

I move to approve the contract with _____ to provide Janitorial and Custodial services for three (3) years in the following amounts: Year 1- \$1,____,____ Annual, Year 2 - \$1,____,____ Annual, Year 3 - \$1,____,____ Annual, for a Three (3) year total of \$3,____,____ and to authorize the President to sign the contract is requested.

RESOLUTION/MOTION ACTION RECORD**032216.g.ii.**

Resolution Type: Approve contract

Pertaining to: Janitorial & Custodial Services

Duly adopted at a meeting of the Board of Directors held: **03.22.16**

Motion by: _____ Seconded by: _____

Cost Center _____ Capital _____ Operational _____ Reserves _____

VOTE:

YES

NO

ABSTAIN

ABSENT

President Winkler

☐☐☐☐

Director Leah Perrotti

☐☐☐☐

Director Richard Stone

☐☐☐☐

Director Paul Pratt

☐☐☐☐

Director Paula Snowden

☐☐☐☐

Treasurer Linda Stone

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Secretary Joy Reed

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Director Phil Hood

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Director Mary Wood

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Director Kathleen Rapp

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Director Steven McGuigan

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Director Marjorie Dodero

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Director Mary Greer

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Vice President Carole Damoci

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Director Barry Lukoff

☐☐☐☐

Director Phil Friedman

☐☐☐☐

Director Tim Bolton

☐☐☐☐

Director Perry Moore

☐☐☐☐

ATTEST: _____ (Secretary) _____ (Date)



EXHIBIT A

March 9, 2016

Mr. Randy Ankeny
Golden Rain Foundation
13531 St. Andrews Drive
Seal Beach, CA 90740

Re: Custodial Services

Dear Mr. Ankeny:

Thank you for allowing Commercial Cleaning Systems to provide this amended proposal for your custodial services. We have had the pleasure of working with the onsite staff and residents for many years. The opportunity to bridge our services is one that we deeply appreciate. I assure you, CCS's commitment to your facility would continue to be focused and your time and the trust you are placing in our company is valued.

As we discussed, you would not only have the supervision and management team that is familiar to you and your residents, but I will personally commit to a deeper involvement. I will remain actively involved in daily operations as well as ensure interaction and attendance at Board Meetings or other functions where you believe increased communication and visibility will benefit the relationship and demonstrate our commitment. My commitment as an owner of CCS is that I will make myself available and actively seek out enhancing the partnership and relationship with all Leisure World residents and staff.

The attached proposal reflects our desire to not only return to service your property, but to enhance the existing operation by extending competitive wages. Our goal is to minimize turn over and attract new crew members given the robust economy and rising minimum wage levels in Orange County and South Los Angeles.

I have also included a transition plan based on an April 1, 2016 start date. As I relayed to you, CCS has significant human resources and payroll benefits related to commencing services as soon as possible. These benefits extend to the site in our ability to retain valuable existing staff as well as to return knowledgeable supervision and management to the site. We are confident that we can successfully implement this short transition plan given our knowledge of the site and understanding of your immediate and long term needs. CCS is proud to have been afforded the opportunity to work with the Golden Rain Foundation as the janitorial vendor partner for nearly 20 years. Through this time, we have developed a deep understanding of your organization and community, including the necessary resources required to succeed on this contract.

As discussed, I have included both pricing scenarios that were originally presented, with the floor crew and window crew options. Thank you again for the opportunity to provide this proposal. Please do not hesitate to contact me to discuss any facets of the proposal. I am looking forward to speaking to you soon.

Sincerely,

Dana A. Holladay
Senior Vice President
C: 949-370-8862



March 9, 2016

DESCRIPTION / SCENARIO 1 AND 2:

1. A standard proposal based on the specifications provided within the RFP where annual projected contract expenditures total \$1,133,483.91 in Year 1. This scenario is a proposed decreased in existing pricing. CCS recognizes we already have a significant investment in personnel and equipment onsite. Out of appreciation for our relationship, we are extending additional partner pricing discounts to your organization in order to meet budgetary requirements. This scenario includes an on-site crew member dedicated to window washing and 420 monthly hours of crew time dedicated to floor crew. It was discussed during the RFP meeting that these additional personnel would allow the Recreation team to remain more flexible in the event that certain crew members need to be diverted from their regular duties to respond to other items the Recreation Team has a higher priority on. CCS has included pricing for this scenario on the pricing sheets.
2. Scenario 2 recognizes the additional efficiencies for your organization. Utilizing our knowledge of your community, CCS believes the window work and floor work can be accomplished through specialty 'Route' crew members that are certified in Floor, Carpet, and Window care. While these individuals would not be dedicated to Leisure World, they will have a set schedule to be surged in to complete regularly scheduled work. This is often more efficient as our personnel operate with their own vehicles, specialty equipment, and can move more freely throughout sites. Work is completed to a schedule to create accountability and transparency into our operation. CCS proposes that we make additional floater personnel available to the Recreation Team to respond to any potential emergencies. These floater personnel are our most seasoned and experienced employees that are not assigned to any particular location. They will be made available for extra support, special events, and back-up/emergency staffing. Proposed contract savings under this scenario is \$118,704.38 over three years from Scenario 1. CCS has been your trusted partner within the janitorial industry for many years. We utilized our expertise and knowledge of your project to propose additional efficiencies as set forth in this program.

Three-year contract pricing pending any unforeseen changes in labor regulations for both scenarios is included below for your reference:

2016-2018 Janitorial Contract Pricing				
	Yr. 1	Yr. 2	Yr. 3	Total Contract
Scenario 1 -RFP	\$1,133,483.91	\$1,156,153.59	\$1,179,276.66	\$3,468,914.16
Scenario 2- CCS Suggested	\$1,094,696.70	\$1,116,590.63	\$1,138,922.45	\$3,350,209.78



16 DAY TRANSITION PLAN - APRIL 1ST START		LEISURE WORLD
TASK DESCRIPTION		TENTATIVE TIMELINE
CONTRACT TASKS PHASE		
Award Notification to CCS		March 14, 2016
All necessary bonds and insurance certificates issued. Contract executed by Customer and CCS		1 DAY POST AWARD
Set initial meeting between CCS Senior Management Staff and Customer designated Personnel		1 DAY POST AWARD
INITIAL MEETING TOPICS		
Review of all contract details, discuss start up timeline and transition details		4 DAYS POST AWARD
Internal review by CCS Senior Management of all scope of work		4 DAYS POST AWARD
Meet with vendors to order all chemicals, equipment, vehicles and consumable products		4 DAYS POST AWARD
Review areas of installation for chemical dispensing systems; review process with Customer staff for installation		4 DAYS POST AWARD
CCS operations department to input scope of work (frequency and tasks) into internal operating system		4 DAYS POST AWARD
CCS INTERNAL HIRING / HR PROCESSES		
		*Note: Due to reactivation of majority of existing employees, the below process will only be necessary for new employees. New employees 6 days post award
CCS internal meeting to review project staffing levels and recruitment needs		10 DAYS POST AWARD
BD, Quality and Safety Manager, and Operations review of scope of work and schedules		10 DAYS POST AWARD
CCS Human Resources placement of necessary ads / recruitment for new employee hiring.		10 DAYS POST AWARD
CCS Human Resources puts qualified candidates forward to site supervisors for interviews		10 DAYS POST AWARD
Contingent offers provided; screening process started with formal offer to follow		10 DAYS POST AWARD
Human Resources to arrange for multiple meetings (depending upon availability of crew) to provide training, orientation, etc. in conjunction with contract supervisors and Quality and Safety Manager		10 DAYS POST AWARD
SECURITY / BADGING (CCS HR)		
Collection of all necessary documentation for HR processing		12 DAYS POST AWARD
Provide all necessary documentation for security clearances to Customer designated personnel		12 DAYS POST AWARD
PAYROLL		
CCS Payroll Manager to review all pay rates and benefits and input into payroll system		12 DAYS POST AWARD
CCS PURCHASING		
Place order for all consumable items		10 DAYS POST AWARD
Place order for all chemicals		10 DAYS POST AWARD
Place order for all equipment		10 DAYS POST AWARD
BILLING		
Billing manager to review invoicing guidelines (as dictated in contract) with Account Manager. All billing to be input and sample invoices provided to Customer for approval		5 DAYS POST AWARD
Place order for crew uniforms		5 DAYS POST AWARD

FOLLOW UP - CONTINUING MEETINGS WITH Customer	*Note: Unnecessary due to CCS knowledge of site and requirements.
Review of facility maps that include schedules, areas and tasks (adjust as needed with input from Customer)	
Review of supervision roles and quality assurance procedures with Customer staff	
Account Manager initial scheduling of employee shifts presented and reviewed	
Review of on site and off site schedule for training and documentation	
Discussion of on site storage of all equipment and supplies	
Review of on site emergency procedures - discussion of training of crew	
Review secure areas and procedures for ingress and egress	
HUMAN RESOURCES / OPERATIONS TRAINING	
CCS company policies and procedures training	10 DAYS PRIOR - ONGOING
Site specific / Job specific training	10 DAYS PRIOR - ONGOING
Safety and Green Cleaning Training	10 DAYS PRIOR - ONGOING
Emergency response / Emergency Preparedness Training	10 DAYS PRIOR - ONGOING
Chemical (MSDS) training	10 DAYS PRIOR - ONGOING
Equipment use and maintenance Training	10 DAYS PRIOR - ONGOING
Security Training	10 DAYS PRIOR - ONGOING
FINAL PHASE PREPARATION	
Internal CCS Start Up Team meetings to ensure all topics addressed	5 DAYS PRIOR TO START
Quality and Safety Manager to present final work schedules and shifts	5 DAYS PRIOR TO START
Walk of all sites - alarm and key code procedures reviewed - ESTABLISH BUILDING MANUAL	5 DAYS PRIOR TO START
Uniform distribution to existing and new Customer employees	5 DAYS PRIOR TO START
Issue of badges to approved, successful employees	5 DAYS PRIOR TO START
Delivery of supplies and distribution and set up of all janitorial storage locations and closets	5 DAYS PRIOR TO START
FINAL CCS AND Customer TEAM MEETING	
Review all timelines and schedules and ensure meeting Customer expectations and scope of work	3 DAYS PRIOR TO START
FIRST DAY OF SERVICE	
ONGOING QUALITY CONTROL COMMUNICATION	
Meeting with CCS and Customer teams to evaluate transition	2 - 5 DAYS POST START
Amend schedules as needed	2 - 5 DAYS POST START
Initiate Quality Control procedures and schedule future meetings / inspections	2 - 5 DAYS POST START



EXHIBIT B

1340 Reynolds Street, Suite 111
Irvine, CA 92614
P 949.251.9188 ext. 211
F 949.852.2869
info@ics-oc.com

3.16.2016

The Golden Rain Board of Directors
Randy Akeny, Executive Director
Terry DeLeon, Supervisor
Golden Rain Foundation
13533 Seal Beach Blvd.
Seal Beach, CA 90740

Dear Golden Rain Foundation,

Thank you so much for allowing Innovative Cleaning Services (ICS) to submit this custodial operations pricing for your review. We are very hopeful that with the following pricing options we have provided, we will be successful in becoming the custodial supplier to your facilities. Here are the 4 Options we have prepared for your consideration:

Option 1 – Full Staffing model per the original RFP with 26 Full time employees and 15 part time employees. This model includes the required ACA medical benefits for all 26 full time employees. This is so noted in the description to advise the Golden Rain Foundation Board that ICS is willing to credit the monthly allocation of \$250 per employee who does not subscribe to these benefits. Under the law, ICS is obligated to offer these benefits. It has been our experience that some employees can be insured through other methods such as having coverage through their spouse and they will decline the coverage. In this case there is no reason to financially burden the monthly contract pricing with these costs. If the Golden Rain Foundation Board were to select this option ICS would bill the contracted monthly price and then credit back the \$250 per employee whom have not accepted these benefits. The amount of credit will fluctuate dependent upon those who accept the ACA benefit.

RFP

Option 2 – Modified Staffing Model from the original RFP with 25 Full time employees and 15 part time employees. In this model the in-house window washer will be replaced with a dedicated route window washer. This model also has the ACA required medical benefits and ICS would also credit back the unsubscribed medical benefits per employee who chose to decline them.

Option 3 – Modified Staffing Model from the original RFP with 25 Full time employees and 14 part time employees and a route floor crew. The route floor crew will have one dedicated full time employee and an additional team of ICS floor crew members that will surge into the campus on a semiannual basis. The full time employee on campus will be the maintenance member of the team and the surge labor will provide all restorative work such as stripping or large area refinishing on a semiannual basis. This model also has the ACA required medical benefits and ICS would also credit back the unsubscribed medical benefits per employee who chose to decline them.



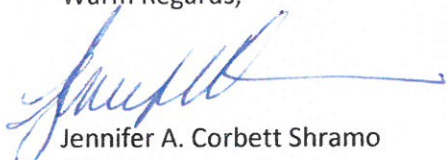
Option 4 – Modified Staffing Model from the original RFP with 24 Full Time employees and 14 part time employees and a route floor crew. This option is the combination of both Option 2 and 3. This model also has the ACA required medical benefits and ICS would also credit back the unsubscribed medical benefits per employee who chose to decline them.

matches option
2 RFP + CCS

These options are listed in the order of pricing reductions. Option 1 being the most expensive option to Option 4 being the most cost effective plan. ICS is confident that all 4 Options will provide the level of service that the Golden Rain Foundation Board is looking for. ICS understands that the staffing model that you are seeking may or may not be the least expensive option due to the needs and requirements of your residents and the Board itself. Regardless of the Option selected, if ICS is your supplier of choice we promise to give you our very best.

Once again we are so grateful to be considered in your custodial supplier selection process. Please let me know if you have any questions or concerns. I am here for you.

Warm Regards,


Jennifer A. Corbett Shramo
CEO, Owner



Pricing Summary

Innovative Cleaning Services Pricing Summary

Option 1- Staffing Model per RFP			
Monthly Amount 1st year	\$ 95,983.12	Total Amount 1st year	\$ 1,151,797.44
Monthly Amount 2nd year	\$ 97,902.78	Total Amount 2nd year	\$ 1,174,833.39
Monthly Amount 3rd year	\$ 99,860.84	Total Amount 3rd year	\$ 1,198,330.06
		Total Amount for All 3 Years	\$ 3,524,960.89
Option 2- Staffing Model with Route Window Washer			
Monthly Amount 1st year	\$ 95,281.31	Total Amount 1st year	\$ 1,143,375.72
Monthly Amount 2nd year	\$ 97,186.94	Total Amount 2nd year	\$ 1,166,243.23
Monthly Amount 3rd year	\$ 99,130.67	Total Amount 3rd year	\$ 1,189,568.10
		Total Amount for All 3 Years	\$ 3,499,187.05
Option 3- Staffing Model with Route Floor Crew			
Monthly Amount 1st year	\$ 92,216.89	Total Amount 1st year	\$ 1,106,602.68
Monthly Amount 2nd year	\$ 94,061.23	Total Amount 2nd year	\$ 1,128,734.73
Monthly Amount 3rd year	\$ 95,942.45	Total Amount 3rd year	\$ 1,151,309.43
		Total Amount for All 3 Years	\$ 3,386,646.84
Option 4- Staffing Model with Route Floor Crew and Route Window Washer			
Monthly Amount 1st year	\$ 91,515.08	Total Amount 1st year	\$ 1,098,180.96
Monthly Amount 2nd year	\$ 93,345.38	Total Amount 2nd year	\$ 1,120,144.58
Monthly Amount 3rd year	\$ 95,212.29	Total Amount 3rd year	\$ 1,142,547.47
		Total Amount for All 3 Years	\$ 3,360,873.01

20 RFP

20 RFP



**Option 1 –
Full RFP Staffing**

BUILDING: Leisure World
 PRESENTED BY: Innovative Cleaning Services, Inc.
 DATE SUBMITTED: 3.16.2016
 CONTRACTORS' AGENT: Jennifer Shramo

ADDRESS: 13531 St. Andrews Dr.
 2nd Floor, Seal Beach, CA 90740

PERSONNEL	HOURS PER	DAYS PER WEEK	HOURS PER MONTH	HOURLY RATE	COST PER MONTH
1 SUPERVISOR	4	6	104.40	\$ 20.00	2088.00
1 WORKING FOREMAN	8	5	174.00	\$ 13.00	2262.00
1 WORKING FOREMAN	8	5	174.00	\$ 13.00	2262.00
1 WORKING FOREMAN	8	2	69.60	\$ 13.00	904.80
1 WORKING FOREMAN	8	2	69.60	\$ 13.00	904.80
1 CLUBHOUSE 1	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 1	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 1	8	2	69.60	\$ 10.10	702.96
1 CLUBHOUSE 1	8	2	69.60	\$ 10.10	702.96
1 CLUBHOUSE 2	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 2	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 2	8	2	69.60	\$ 10.10	702.96
1 CLUBHOUSE 2	8	2	69.60	\$ 10.10	702.96
1 CLUBHOUSE 3	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 3	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 3	8	2	69.60	\$ 10.10	702.96
1 CLUBHOUSE 3	8	2	69.60	\$ 10.10	702.96
1 CLUBHOUSE 4	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 4	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 4	8	2	69.60	\$ 10.10	702.96
1 CLUBHOUSE 4	8	2	69.60	\$ 10.10	702.96
1 CLUBHOUSE 5	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 6	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 6	8	5	174.00	\$ 10.10	1757.40
1 CLUBHOUSE 6	8	2	69.60	\$ 10.10	702.96
1 CLUBHOUSE 6	8	2	69.60	\$ 10.10	702.96
1 FLOATER	8	5	174.00	\$ 10.10	1757.40
1 ADMINISTRATION	8	5	174.00	\$ 10.10	1757.40
1 COM FAC ONSITE SLS	8	5	174.00	\$ 10.10	1757.40
1 MUTUAL 17	8	5	174.00	\$ 10.10	1757.40
1 MUTUAL 15	8	5	174.00	\$ 10.10	1757.40
1 LAUNDRY	8	5	174.00	\$ 11.00	1914.00
1 WINDOW WASHER	8	5	174.00	\$ 11.00	1914.00
1 UTILITY	8	5	174.00	\$ 11.00	1914.00
1 UTILITY	8	5	174.00	\$ 11.00	1914.00
1 UTILITY	8	2	69.60	\$ 11.00	765.60
1 FLOOR CREW	8	5	174.00	\$ 13.00	2262.00
1 FLOOR CREW	8	5	174.00	\$ 13.00	2262.00
1 FLOOR CREW	8	2	69.60	\$ 13.00	904.80
1 CARPORT	8	5	174.00	\$ 11.00	1914.00
1 CARPORT	8	5	174.00	\$ 11.00	1914.00

41

HRS/DAY: 32

HRS/ MON: 5602.80

BASE LABOR COST

	# of emp	Fill in #	Amt of Hrs	Yearly
HOLIDAYS	26	22	\$ 7,436.00	
VACATION	26	16.00	\$ 4,201.60	
SICK	41	24.00	\$ 12,792.00	

TOTAL LABOR COST:

\$61,248.00

619.67

350.13

1066.00

\$63,283.80

PAYROLL COSTS

FICA	6.20%	3923.60
SUI	4.00%	2531.35
FUTA	1.50%	949.26
WORKERS COMP	8.70%	5505.69
INSURANCE	2.85%	1803.59
MEDICARE	1.45%	917.62
TRAINING FUND	1.00%	632.84
TOTAL PAYROLL COST:	25.70%	\$16,263.94

TOTAL LABOR AND TOTAL PAYROLL COST:**\$79,547.74****OTHER COST**

EQUIPMENT AND SUPPLIES

1.38% 1100.00

2 PARKER VACUUMS 2700 36 150.00

2 TRUCKS - GAS & MAIN. 20000 36 1111.11

5 GOLF CARTS 4500 36 625.00

COMMUNICATIONS

260.00

41 UNIFORMS AND BADGES \$10 410.00

26 MEDICAL \$250.00 \$6,500.00

TOTAL OTHER COST**\$10,156.11****TOTAL COST****\$89,703.85**

OVERHEAD

5.00%

\$4,485.19

PROFIT

2.00%

\$1,794.08

TOTAL MONTHLY PRICE**Monthly Amount 1st Year \$ 95,983.12****Monthly Amount 2nd Year \$ 97,902.78****Monthly Amount 3rd Year \$ 99,860.83****Total Amount 1st Year \$ 1,151,797.40****Total Amount 2nd Year \$ 1,174,833.35****Total Amount 3rd Year \$ 1,198,330.02****Total for All 3 Years \$ 3,524,960.78**



**Option 2 –
Modified Staffing for Route Window Cleaner**

BUILDING: Leisure World
PRESENTED BY: Innovative Cleaning Services, Inc.
DATE SUBMITTED: 3.16.2016
CONTRACTORS' AGENT: Jennifer Shramo

ADDRESS: 13531 St. Andrews Dr.
 2nd Floor, Seal Beach, CA 90740

PERSONNEL	HOURS PER	DAYS PER WEEK	HOURS PER MONTH		HOURLY RATE	COST PER MONTH
1 SUPERVISOR	4	6	104.40		\$ 20.00	2088.00
1 WORKING FOREMAN	8	5	174.00		\$ 13.00	2262.00
1 WORKING FOREMAN	8	5	174.00		\$ 13.00	2262.00
1 WORKING FOREMAN	8	2	69.60		\$ 13.00	904.80
1 WORKING FOREMAN	8	2	69.60		\$ 13.00	904.80
1 CLUBHOUSE 1	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 1	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 1	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 1	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 2	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 2	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 2	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 2	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 3	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 3	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 3	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 3	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 4	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 4	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 4	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 4	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 5	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 6	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 6	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 6	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 6	8	2	69.60		\$ 10.10	702.96
1 FLOATER	8	5	174.00		\$ 10.10	1757.40
1 ADMINISTRATION	8	5	174.00		\$ 10.10	1757.40
1 COM FAC ONSITE SLS	8	5	174.00		\$ 10.10	1757.40
1 MUTUAL 17	8	5	174.00		\$ 10.10	1757.40
1 MUTUAL 15	8	5	174.00		\$ 10.10	1757.40
1 LAUNDRY	8	5	174.00		\$ 11.00	1914.00
0 WINDOW WASHER	8	5	0.00		\$ 11.00	0.00
1 UTILITY	8	5	174.00		\$ 11.00	1914.00
1 UTILITY	8	5	174.00		\$ 11.00	1914.00
1 UTILITY	8	2	69.60		\$ 11.00	765.60
1 FLOOR CREW	8	5	174.00		\$ 13.00	2262.00
1 FLOOR CREW	8	5	174.00		\$ 13.00	2262.00
1 FLOOR CREW	8	2	69.60		\$ 13.00	904.80
1 CARPORT	8	5	174.00		\$ 11.00	1914.00
1 CARPORT	8	5	174.00		\$ 11.00	1914.00

40

HRS/DAY: 32

HRS/ MON: 5428.80

BASE LABOR COST		Fill in #	Amt of Hrs	Yearly
HOLIDAYS	# of emp	26	22	\$ 7,436.00
VACATION	# of emp	26	16.00	\$ 4,201.60
SICK	# of emp	41	24.00	\$ 12,792.00

TOTAL LABOR COST:

\$59,334.00

619.67

350.13

1066.00

\$61,369.80

PAYROLL COSTS

FICA	6.20%	3804.93
SUI	4.00%	2454.79
FUTA	1.50%	920.55
WORKERS COMP	8.70%	5339.17
INSURANCE	2.85%	1749.04
MEDICARE	1.45%	889.86
TRAINING FUND	1.00%	613.70
TOTAL PAYROLL COST:	25.70%	\$15,772.04

TOTAL LABOR AND TOTAL PAYROLL COST:**\$77,141.84****OTHER COST**

EQUIPMENT AND SUPPLIES

1.43% 1100.00

2 PARKER VACUUMS 2700 36 150.00

2 TRUCKS - GAS & MAIN. 20000 36 1111.11

5 GOLF CARTS 4500 36 625.00

COMMUNICATIONS

ROUTE WINDOWS

41 UNIFORMS AND BADGES \$10 410.00

25 MEDICAL \$250.00 \$6,250.00

TOTAL OTHER COST**\$11,906.11****TOTAL COST****\$89,047.95**

OVERHEAD

5.00%

\$4,452.40

PROFIT

2.00%

\$1,780.96

TOTAL MONTHLY PRICE

Monthly Amount 1st Year \$ 95,281.31

Monthly Amount 2nd Year \$ 97,186.93

Monthly Amount 3rd Year \$ 99,130.67

Total Amount 1st Year \$ 1,143,375.67

Total Amount 2nd Year \$ 1,166,243.19

Total Amount 3rd Year \$ 1,189,568.05

Total for All 3 Years \$ 3,499,186.91



**Option 3 -
Modified Staffing Model for Route Floor Crew**

BUILDING: Leisure World
PRESENTED BY: Innovative Cleaning Services, Inc.
DATE SUBMITTED: 3.16.2016
CONTRACTORS' AGENT: Jennifer Shramo

ADDRESS: 13531 St. Andrews Dr.
 2nd Floor, Seal Beach, CA 90740

PERSONNEL	HOURS PER	DAYS PER	HOURS PER		HOURLY	COST PER
	PER	WEEK	MONTH		RATE	MONTH
1 SUPERVISOR	4	6	104.40		\$ 20.00	2088.00
1 WORKING FOREMAN	8	5	174.00		\$ 13.00	2262.00
1 WORKING FOREMAN	8	5	174.00		\$ 13.00	2262.00
1 WORKING FOREMAN	8	2	69.60		\$ 13.00	904.80
1 WORKING FOREMAN	8	2	69.60		\$ 13.00	904.80
1 CLUBHOUSE 1	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 1	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 1	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 1	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 2	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 2	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 2	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 2	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 3	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 3	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 3	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 3	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 4	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 4	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 4	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 4	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 5	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 6	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 6	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 6	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 6	8	2	69.60		\$ 10.10	702.96
1 FLOATER	8	5	174.00		\$ 10.10	1757.40
1 ADMINISTRATION	8	5	174.00		\$ 10.10	1757.40
1 COM FAC ONSITE SLS	8	5	174.00		\$ 10.10	1757.40
1 MUTUAL 17	8	5	174.00		\$ 10.10	1757.40
1 MUTUAL 15	8	5	174.00		\$ 10.10	1757.40
1 LAUNDRY	8	5	174.00		\$ 11.00	1914.00
1 WINDOW WASHER	8	5	174.00		\$ 11.00	1914.00
1 UTILITY	8	5	174.00		\$ 11.00	1914.00
1 UTILITY	8	5	174.00		\$ 11.00	1914.00
1 UTILITY	8	2	69.60		\$ 11.00	765.60
1 FLOOR CREW	8	5	174.00		\$ 13.00	2262.00
1 FLOOR CREW	8	1.25	43.50		\$ 13.00	565.50
0 FLOOR CREW	8	2	0.00		\$ 13.00	0.00
1 CARPORT	8	5	174.00		\$ 11.00	1914.00
1 CARPORT	8	5	174.00		\$ 11.00	1914.00

40

HRS/DAY: 32

HRS/ MON: 5402.70

BASE LABOR COST		Fill in #	Amt of Hrs	Yearly
HOLIDAYS	# of emp	26	22	\$ 7,436.00
VACATION	# of emp	26	16.00	\$ 4,201.60
SICK	# of emp	41	24.00	\$ 12,792.00
TOTAL LABOR COST:				

\$58,646.70

619.67

350.13

1066.00

\$60,682.50

PAYROLL COSTS

FICA	6.20%
SUI	4.00%
FUTA	1.50%
WORKERS COMP	8.70%
INSURANCE	2.85%
MEDICARE	1.45%
TRAINING FUND	1.00%
TOTAL PAYROLL COST:	25.70%

3762.32

2427.30

910.24

5279.38

1729.45

879.90

606.83

\$15,595.40

TOTAL LABOR AND TOTAL PAYROLL COST:**\$76,277.90****OTHER COST**

EQUIPMENT AND SUPPLIES

2 PARKER VACUUMS	2700	36	1.44%	1100.00
2 TRUCKS - GAS & MAIN.	20000	36		150.00
5 GOLF CARTS	4500	36		1111.11
COMMUNICATIONS				625.00
41 UNIFORMS AND BADGES		\$10		260.00
25 MEDICAL		\$250.00		410.00
				\$6,250.00

TOTAL OTHER COST**\$9,906.11****TOTAL COST****\$86,184.01**

OVERHEAD

5.00%

\$4,309.20

PROFIT

2.00%

\$1,723.68

TOTAL MONTHLY PRICEMonthly Amount 1st Year \$ **92,216.89**Monthly Amount 2nd Year \$ **94,061.23**Monthly Amount 3rd Year \$ **95,942.46**Total Amount 1st Year \$ **1,106,602.73**Total Amount 2nd Year \$ **1,128,734.79**Total Amount 3rd Year \$ **1,151,309.49**Total for All 3 Years \$ **3,386,647.01**



**Option 4 –
Modified Staffing Model with Route Window Washer and
Route Floor Crew**

BUILDING: Leisure World

PRESENTED BY: Innovative Cleaning Services, Inc.

DATE SUBMITTED: 3.16.2016

CONTRACTORS' AGENT: Jennifer Shramo

ADDRESS: 13531 St. Andrews Dr.

2nd Floor, Seal Beach, CA 90740

PERSONNEL	HOURS PER	DAYS PER WEEK	HOURS PER MONTH		HOURLY RATE	COST PER MONTH
1 SUPERVISOR	4	6	104.40		\$ 20.00	2088.00
1 WORKING FOREMAN	8	5	174.00		\$ 13.00	2262.00
1 WORKING FOREMAN	8	5	174.00		\$ 13.00	2262.00
1 WORKING FOREMAN	8	2	69.60		\$ 13.00	904.80
1 WORKING FOREMAN	8	2	69.60		\$ 13.00	904.80
1 CLUBHOUSE 1	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 1	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 1	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 1	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 2	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 2	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 2	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 2	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 3	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 3	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 3	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 3	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 4	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 4	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 4	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 4	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 5	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 6	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 6	8	5	174.00		\$ 10.10	1757.40
1 CLUBHOUSE 6	8	2	69.60		\$ 10.10	702.96
1 CLUBHOUSE 6	8	2	69.60		\$ 10.10	702.96
1 FLOATER	8	5	174.00		\$ 10.10	1757.40
1 ADMINISTRATION	8	5	174.00		\$ 10.10	1757.40
1 COM FAC ONSITE SLS	8	5	174.00		\$ 10.10	1757.40
1 MUTUAL 17	8	5	174.00		\$ 10.10	1757.40
1 MUTUAL 15	8	5	174.00		\$ 10.10	1757.40
1 LAUNDRY	8	5	174.00		\$ 11.00	1914.00
0 WINDOW WASHER	8	5	0.00		\$ 11.00	0.00
1 UTILITY	8	5	174.00		\$ 11.00	1914.00
1 UTILITY	8	5	174.00		\$ 11.00	1914.00
1 UTILITY	8	2	69.60		\$ 11.00	765.60
1 FLOOR CREW	8	5	174.00		\$ 13.00	2262.00
1 FLOOR CREW	8	1.25	43.50		\$ 13.00	565.50
0 FLOOR CREW	8	2	0.00		\$ 13.00	0.00
1 CARPORT	8	5	174.00		\$ 11.00	1914.00
1 CARPORT	8	5	174.00		\$ 11.00	1914.00

39

HRS/DAY:

32

HRS/ MON:

5228.70

BASE LABOR COST

HOLIDAYS

VACATION

SICK

TOTAL LABOR COST:

PAYROLL COSTS

FICA

SUI

FUTA

WORKERS COMP

INSURANCE

MEDICARE

TRAINING FUND

TOTAL PAYROLL COST:

Fill in #

Amt of Hrs

Yearly

26

22

\$ 7,436.00

26

16.00

\$ 4,201.60

41

24.00

\$ 12,792.00

6.20%

4.00%

1.50%

8.70%

2.85%

1.45%

1.00%

25.70%

\$56,732.70

619.67

350.13

1066.00

\$58,768.50

3643.65

2350.74

881.53

5112.86

1674.90

852.14

587.69

\$15,103.50

TOTAL LABOR AND TOTAL PAYROLL COST:**\$73,872.00****OTHER COST**

EQUIPMENT AND SUPPLIES

1.49% 1100.00

2 PARKER VACUUMS 2700

36

150.00

2 TRUCKS - GAS & MAIN. 20000

36

1111.11

5 GOLF CARTS 4500

36

625.00

COMMUNICATIONS

260.00

ROUTE WINDOWS

2000.00

41 UNIFORMS AND BADGES

\$10

410.00

24 MEDICAL

\$250.00

\$6,000.00

TOTAL OTHER COST**\$11,656.11****TOTAL COST****\$85,528.12**

OVERHEAD

5.00%

\$4,276.41

PROFIT

2.00%

\$1,710.56

TOTAL MONTHLY PRICE

Monthly Amount 1st Year \$ 91,515.08

Monthly Amount 2nd Year \$ 93,345.39

Monthly Amount 3rd Year \$ 95,212.29

Total Amount 1st Year \$ 1,098,181.00

Total Amount 2nd Year \$ 1,120,144.62

Total Amount 3rd Year \$ 1,142,547.52

Total for All 3 Years \$ 3,360,873.15



COMMITTEE ACTION

TO: BOARD OF DIRECTORS
FROM: SECURITY, BUS AND TRAFFIC COMMITTEE
SUBJECT: DRUG ENFORCEMENT AGENCY – DRUG COLLECTION
DATE: MARCH 15, 2016
CC: FILE

The Seal Beach Police Department (SBPD) is currently working with the Drug Enforcement Agency (DEA) to invite them to bring their prescription drug take back program to Seal Beach. The SBPD has reached out to us to gauge the level of interest in hosting a prescription drug take back collection center.

There are lots of prescription drugs in the community and, unfortunately, many of these prescription drugs end up polluting our local waters. Approximately nine years ago, Leisure World had a very successful prescription drug take back collection center near Clubhouse 4.

Many people in the community want to safely dispose of prescription drugs and have inquired if a collection will happen in the future. This issue was brought up recently at the Emergency Preparedness sub-committee meeting as well.

The two requirements from the DEA/SBPD are:

1. That the collection point be open to all Seal Beach residents. I suggest the main gate and dedicate an office or break room for the day. Non-residents can park at the bus terminal outside and enter the front terminal door and shareholders enter the rear door.
2. That the GRF provide two (2) security officers to secure the area.

I move to recommend the GRF Board of Directors approve and allow the collection of prescription drugs by the DEA and provide two (2) security officers at the collection site (Main Gate, either the break room or an office).

RESOLUTION/MOTION ACTION RECORD**032216.g.i.**

Resolution Type: Amend Proposal by SBPD

Pertaining to: Drug Collection

Duly adopted at a meeting of the Board of Directors held: **03.22.16**Motion by: _____ Seconded by: _____
Cost Center _____ Capital _____ Operational _____ Reserves _____**VOTE:**

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

ATTEST: _____ (Secretary) _____ (Date)