



**BOARD OF DIRECTORS MEMBERS MEETING MINUTES- GOLDEN RAIN FOUNDATION  
April 26, 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 6:00 p.m., on Tuesday, April 26, 2016, in Clubhouse Four.

**PLEDGE OF ALLEGIANCE**

The GRF BOD was honored to have Peggy Keller, of Paws, Claws and Beaks, to lead 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, Doderio, Lukoff, Bolton and Moore were present. Board Members McGuigan and Greer were absent. Executive Director Ankeny and Controller Miller were also present. Fifteen Board members were present, eight constituted a majority.

**PRESIDENT'S COMMENTS**

The President welcomed the shareholder/members to the evening meeting of the GRF BOD. She also announced the retirement of the Mutual Administration Director, effective July 2016.

**ANNOUNCEMENTS/SERVICE AWARD PRESENTATION**

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

The GRF President recognized the following service anniversary:

Grant Winford	Fleet Department	35 years of service
---------------	------------------	---------------------

The GRF President stated that the GRF BOD met in Executive Session on April 1, 2016. Fifteen Board Members were present to discuss litigation matters, the formulation of contracts and personnel issues.

## Seal Beach Mayor's Report – City of Seal Beach Update

The Seal Beach Mayor, Sandra Massa-Lavitt, updated the GRF BOD on topics discussed at the last Seal Beach City Council meeting.

## Shareholder/Member Comments

Three 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 seven Committee meetings in March. The Committee minutes for these meetings were approved earlier this month by their respective Committees:

- Minutes of the Physical Property Committee Board Meeting of March 2, 2016
- Minutes of the Far Ad Hoc Committee Board Meeting of March 7, 2016
- Minutes of the Security, Bus & Transportation Committee Board Meeting of March 9, 2016
- Minutes of the Executive Committee Board Meeting of March 11, 2016
- Minutes of the Recreation Committee Board Meeting of March 14, 2016
- Minutes of the Finance Committee Board Meeting of March 15, 2016
- Minutes of the Special Finance Committee Board Meeting of March 17, 2016

These minutes were approved by Consent Calendar, whereby any item placed on the Consent Calendar can be approved in one motion. The Consent Calendar was approved, by general consent of the Board, as distributed.

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

## **APPROVAL OF BOARD MEETING MINUTES**

The minutes of the March 22, 2016 Golden Rain Foundation meeting were approved, as distributed, by general consent of the Board.

## **NEW BUSINESS**

### **Executive Committee**

#### **Approve Healthcare Benefits Hospital Reimbursement**

The Executive Committee reviewed the Foundation's employee group benefit contracts for the period of April 1, 2016 through March 31, 2017 and selected the plans from Kaiser, which included modifications to the copays to mitigate the increased costs to the Foundation and to employees. The most drastic change to the coverage is a \$500 copay for Hospitalization for the High Plan and the addition of a Deductible that would apply to Hospitalizations for the Low Plan.

Since the Foundation achieved a savings of over \$34,000 from the budgeted expense for Medical coverage, we could offset this additional employee expense by offering to reimburse the first \$500 for any employee or covered dependent for the year. Although our carrier, Kaiser, was unwilling to share actual claims experience for our group, we obtained general claims information from our broker, ECIA, regarding the expected percentage of employees we could expect to require a hospitalization. The overall estimate for Group Health plans is less than 5%. Based on that estimate, we would expect fewer than 8 hospitalizations for the year for the total of 148 "lives" covered (including covered dependents).

A fund of \$10,000 would allow the Foundation to reimburse up to 20 hospitalizations for the year, at \$500 per claim. Additional funds could be requested in the unlikely event that actual claims exceeded this number.

Mr. Lukoff MOVED, seconded by Mr. Hood and carried unanimously by the Board Members present-

**TO** approve the establishment of a Fund for \$10,000.00 to reimburse any covered employee or dependent who incurs a hospitalization during the plan year beginning April 1, 2016 and ending March 31, 2017. The reimbursement will be for \$500, per incident, upon the employee providing a receipt for such expense.

#### **Amend Policy 1022-30, Petitions**

The Executive Committee, at its April 8, 2016 meeting, reviewed and updated Policy 1022-30, Petitions, changing the term "resident" to "GRF shareholder/member" and requesting both the printed and written name of the shareholder/member be included on a petition.

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

**TO** amend Policy 1022-30, Petitions.

## Legal Review to Amend GRF By-laws

At the regular scheduled meeting of the Executive Committee on April 8, 2016, the Committee held a discussion noting that the GRF By-Laws were created in 1962 to the applicable codes of the time, have not had legal review for compliance to current federal and state codes, and only refer to a single gender.

The Committee requested approval to:

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

For budgetary basis, the legal review is estimated at \$5,000.00.

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

**TO** approve legal review and drafting of amendments to the GRF By-laws, at a cost not to exceed \$5,000.00.

## **Finance Committee**

### Accept March 2016 Financials for Audit

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

**TO** accept the March 2016 Financial Statements for audit.

## **Physical Property Committee**

### Approve Contract for Tree Trimming of Community Facilities and Golf Course Trees

At the regular scheduled meeting of the Physical Property Committee (PPC) on March 2, 2016, the Committee opened and reviewed three (3) sealed bids for trimming of trees in the Community Facilities and Golf Course areas, as called out in the tree inventory conducted by First Class Arboriculture (provided in agenda packet). Upon discussion and review of the bids, the PPC unanimously recommended that the Board of Directors award a contract to Peterson Tree Work for a cost not to exceed \$23,160.00, per their bid dated February 29, 2016, (provided in agenda packet) for the trimming of the Community Facilities and Golf Course trees, with funds coming from cost centers 46 and 79 operating costs.

Ms. Snowden MOVED, seconded by Mrs. Reed -

TO award a contract to Peterson Tree Works for the trimming of the Community Facilities and Golf Course trees, as called out in the tree inventory conducted by First Class Arboriculture, not to exceed \$23,160.00 and authorize the President to sign the contract. Funding through operating cost centers 46 and 79.

Two Board members spoke on the motion.

The motion was carried unanimously.

Approve Contract for Wall Sections L & M

At the regular scheduled meeting of the Physical Properties Committee (PPC) on March 2, 2016, the Committee reviewed costs submitted by John Dantuma Masonry - \$730,119 (provided in agenda packet) and MJ Jurado - \$728,050, to replace the sections of wall referred to as L&M. The wall is adjacent to Westminster Avenue and is approximately 2900 lineal feet. A section of the wall was damaged due to high winds on November 16, 2015 and is in need of repair; temporary fencing has been installed at this time.

At the March 2, 2016 meeting, the PPC directed staff to issue a change order to the Perimeter Wall Section A contract. It was determined to review this request at the April 6, 2016 PPC meeting and the Committee at its meeting unanimously recommended to send a request to the Board to award a contract to John Dantuma Masonry, for a cost of \$730,119.00, to build a 10' wall including the installation of spikes on the top and contingencies not to exceed budgeted funds of \$900,000.00 (provided in agenda packet). The PPC also unanimously, at its April meeting, agreed to transfer the funds paid to John Dantuma Masonry for the start of wall sections J&K to wall sections L&M and postpone the construction of J&K until after 2017.

Ms. Snowden MOVED, seconded by Mr. Lukoff -

TO award a contract to John Dantuma Masonry for \$730,119.00 to replace Perimeter Wall Section L & M including the installation of Spike Strips and contingencies such as tree and stump removal, possible grade beam replacement, etc. to complete the project for a total cost not to exceed \$900,000.00, funding from the Reserve account and authorize the President to sign the needed contracts and to transfer the funds paid to John Dantuma Masonry for the start



of Wall section J&K to Wall Section L&M and postpone the construction of J&K until after 2017.

Four Board members spoke on the motion.

The motion was carried unanimously by the Board members present.

#### Approve Contract for Replacement of Heat Pumps in Clubhouse Two

Two heat pumps, units #1 and #9, at Clubhouse 2, have non repairable compressors and are now considered beyond repair. The Physical Property Department sent out an RFP to three (3) contractors:

Alpine Heating and Air	\$	10,800
Greenwood Heating and Air	\$	12,000
Associated Heating and Air (one unit only)	\$	8,728

It was the unanimous decision of the PPC, at its April 6, 2016 meeting, to recommend the Board award a contract to Alpine Heating and Air, for a cost not to exceed \$10,800. A request was sent to the Finance Committee (FC) to review funding for this project, at their meeting on April 19, 2016. The FC reviewed the request and determined adequate funds exist within the GRF Reserves for this replacement.

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

**TO** award a contract to Alpine Heating and Air to replace two (2) heat pumps, units #1 and #9, at Clubhouse 2, asset ID #0403 and #0404, at a cost not to exceed \$10,800, with funding from Reserves and authorize the President to sign the contract.

#### **Security, Bus & Traffic Committee**

##### Adoption of Minibus Service Recommendations

At the regular scheduled meeting of the Security, Bus and Traffic Committee (SB&T), on April 13, 2016, a summary from the SB&T sub-committee on the study of Leisure World Minibus services, enhancement of transportation services within the Leisure World community and to nearby local shopping and entertainment areas and proposed Phase One recommendations was reviewed. The sub-committee recommended approval of the modifications to the Golden Rain Foundation (GRF) Board of Directors (BOD), effective July 1, 2016.

A cost analysis of the existing fixed route services and the proposed modification to the fixed route services was presented including labor, fuel and maintenance expenses, along with the projected

additional costs included for the additional Long Beach Market Place service and on-call Sunday morning service, a net savings projection of \$6,324.00.

At the April 13, 2016 meeting of the Security, Bus and Traffic Committee, the Committee duly moved and approved to recommend the enhancements to the GRF BOD.

Mr. Pratt MOVED, seconded by Mrs. Wood -

**TO** approve the modifications to the Golden Rain Foundation

Minibus services, effective July 1, 2016, as follows:

1. In order to increase efficiency and reduce passenger waiting times, a minor route modification to all weekday peak-hour routes will be made by creating a double-loop (hub) system that will allow passengers more frequent access to transfer points thus reducing many passengers' waiting and ride times.
2. The Amphitheater (eastside) shelter area, in addition to the Health Care Center, will serve as a transition hub for the weekday fixed, peak-hour routes. This designated stop will help mitigate the potential growth in passenger load as ridership increases, providing more seating and shelter and by reducing vehicle congestion.
3. Modify (reduce) off-peak service hours on all scheduled daily, weekend and holiday fixed routes.
4. Modify (reduce) the off-peak service hours in the winter months by one additional hour to better reflect passenger service demand. Winter service hours will coincide with the change in time from daylight savings time to standard time.
5. Add a four and one-half (4½) hour Sunday morning, on-call, activity/church bus service to better service the peak demand hours on Sunday mornings.
6. Add an additional Long Beach Market Place (Trader Joe's/Denny's) route on Mondays (9:30 am – 1:30m pm) to provide an expansion of service due to increased demand and ridership on the existing Wednesday service.
7. Expand the Long Beach Market Place (Trader Joe's) service route to include the Marina Pacific Mall (by request).

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

The motion was carried unanimously by the Board members present.

### Air Conditioning and Tinting for Buses

On April 13, 2016, at the regular scheduled Security, Bus and Traffic Committee (SB&T) meeting, the Transportation Department presented a request to the Committee for the purchase of five (5) transit style air conditioning (A/C) units to be installed on four (4) Golden Rain Foundation (GRF) 2006 model year Minibuses and on one (1) GRF 2000 model year Access Minibus. The Transportation Department reported that six (6) different vendors were contacted for the purpose of securing a quote for the air conditioning installations. One vendor, PROAIR, LLC, returned a timely and a complete quote, in the amount of \$4,325.00 (plus tax on material and parts) for each unit. Two vendors, Trans/Air and California Transport Refrigeration, returned quotes that were incomplete. Other contacted vendors did not respond with price quotes.

During the presentation by the Transportation Department, the Committee members discussed adding additional tinting to the bus windows on all the Minibuses. After input and discussion from the SB&T members, the Committee moved, by unanimous vote, to approve a motion to recommend to the GRF Board the purchase and installation of transit A/C systems for five (5) Minibuses and the purchase and installation of window tinting on all Minibuses, for an amount not to exceed \$30,000.00.

The recommendation by the SB&T Committee is an unfunded capital expense. At the Finance Committee meeting on April 19, 2016, the Committee determined adequate funds exist within the GRF Capital Funds for purchase.

On April 19, 2016, the Finance Committee approved funding for the project, from the Reserve Account, for an amount not to exceed \$6,000.00.

Mr. Moore MOVED, seconded by Ms. Rapp –

TO approve the purchase and installation of transit A/C systems for five (5) Minibuses from PROAIR, LLC and the purchase and installation of window tinting on all Minibuses, for an amount not to exceed \$30,000.00, from Capital funds.

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

The motion was carried unanimously by the Board members present.

### Security Satellite Office

The proposed satellite Security Office, within space in Building 5, would provide processing of vehicle IDs, processing of guest passes, house Security Administration and the Security Chief's office.

The proposed addition would require the addition of cubicle style office partitions and work stations, computers and associated systems, painting, carpet cleaning, and replacement window tinting; all labor would be in-house, by staff, with the exception of the carpet cleaning and window tinting).



At the April 19, 2016 Finance Committee meeting, the Committee, upon review of the first quarter financials, determined that GRF is in strong financial health and duly moved and approved non-budgeted funds are available.

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

**TO** approve non-budgeted operational funds for the installation of a satellite Security office, within Building Five, and authorize the Executive Director to institute the required purchases, in an amount not to exceed \$10,369.00.

#### Replacement Emergency Generator

The Security Department's emergency generator and transfer switch at the Main Gate provides emergency power to maintain the department's phones, office lights, computers, and exterior entrance/exit lights operational. In late February of this year, the generator suffered a catastrophic failure and caught fire.

Staff contacted three (3) vendors and requested a proposal for the purchase of a similar generator (Generac 16kW), installation, and programming. Staff received the following quotes from three (3) vendors: Duthie Power Service - \$31,915.00, Schlick Services Inc. - \$5,996.50, and California Generator - \$1,670.00 (Installation only & tax).

Staff also contacted three (3) vendors and requested quotes for the purchase of the generator only to determine the viability of the California Generator quote and received the following: Norwall - \$3,823.90, Northern Tools - \$4,025.16 (\$3,825 with discount card), and Lowes - \$4,102.92

The quote received from California Generator, plus the cost of the generator purchased from Northern Tools, would come to a total cost of \$5,495.16. The replacement of the emergency generator was unforeseen and is a non-budgeted expense for this budget year.

On April 13, 2016, the Security, Bus, and Traffic Committee reviewed this information and approved the purchase of a replacement generator from Northern Tools and installation by California Generator, at a cost not to exceed \$6,000.00. A request for funding, from the Reserve Account, was forwarded to the Finance Committee for consideration.

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

**TO** approve the purchase of a replacement generator from Northern Tools and installation by California Generator, in the amount of \$6,000.00, from the Reserve account, and authorize the President to sign the applicable contracts.

## **STAFF REPORTS**

### **Director of Finance**

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

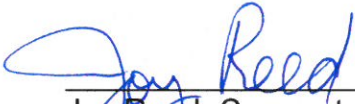
### **Executive Director**

A printed copy of the Executive Director's report was provided to the GRF BOD members. He extended a sincere thank you to the retiring Mutual Administration Director for her years of service and spoke on the status of the globe.

## **BOARD MEMBER COMMENTS**

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

The meeting was adjourned at 7:23 p.m.



---

Joy Reed, Corporate Secretary  
Board of Directors  
dfb/04.26.16