



Board of Directors

Agenda

Clubhouse Four

Tuesday, October 25, 2016

6:00 p.m.

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

Note: Foundation Shareholder/Members are permitted to make comments before the meeting business of the Board begins. 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. September 27, 2016 (pp. 3-22)
9. New Business
 - a. General
 - i. Trust Property Landscape Services (Mrs. Damoci, pp. 23-24)
 - b. Architectural Design and Review Committee
 - i. Design Services, Main Gate Landscaping Fees (Ms. Hopewell, pp. 25-26)
 - c. Finance Committee
 - i. Accept September 2016 Financial Statements for Audit (Mr. Hood, pp. 27-34)
 - ii. Non-renewal of Leisure World Trailer Club Lease/Golden Rain Foundation to Manage 5.5 Acre Storage Area (Mr. Lukoff, pp. 35-36)
 - iii. Fund Recovery Transfer to Reserves (Ms. Stone, pp. 37-38)
 - d. Mutual Administration Committee
 - i. **TENTATIVE APPROVAL:** Amend Policy 5536.1-33, Gate Passes (Ms. Rapp, pp. 39-44)

- e. Physical Property Committee
 - i. Clubhouse Four Scheduled Replacements and Improvements (Mr. Lukoff, pp. 45-76)
 - ii. Clubhouse Three Heat Pump Replacement (Mr. Stone, pp. 77-78)
 - iii. Addition of Sidewalk at Medical Building to Conference Room B (Mrs. Tran, pp. 79-82)
 - iv. Outdoor Multi-Use Area at Clubhouse Two (Mrs. Greer, pp. 83-94)
 - f. Recreation Committee
 - i. Clubhouse Two Griddle Replacement (Mrs. Reed, pp. 95-98)
 - ii. Clubhouse Three, Room Eight, Conversion of Kitchen into Storage Area (Mrs. Perrotti, pp.99-100)
 - iii. Prohibition of Radio- and Remotely-Controlled Vehicles – Trust Property (Mr. Pratt, pp. 101-102)
10. Staff Reports
- a. Director of Finance's Report – Ms. Miller
 - b. Executive Director's Report – Mr. Ankeny
11. Board Member Comments
12. Next Meeting/Adjournment
- a. **November 22, 2016, 10:00 a.m.**

In accordance with Civil Code 4090, the Foundation will make available a summary of the meetings where a quorum of the Board was present. A quorum of the Board was present at the following September 2016 Committee meetings:

- Minutes of the Security, Bus & Transportation Committee Board Meeting of September 7, 2016
- Minutes of the Physical Property Committee Board Meeting of September 12, 2016
- Minutes of the Architectural Design and Review Committee of September 13, 2016
- Minutes of the Mutual Administration Committee Board Meeting of September 13, 2016
- Minutes of the Recreation Committee Board Meeting of September 14, 2016
- Minutes of the Executive Committee Board Meeting of September 15, 2016
- Minutes of the Special Security, Bus & Transportation Committee Board Meeting of September 19, 2016
- Minutes of the Finance Committee Board Meeting of September 20, 2016
- Minutes of the Special Community Access Ad Hoc Committee Board Meeting of September 30, 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 MEETING MINUTES
GOLDEN RAIN FOUNDATION
September 27, 2016**

CALL TO ORDER

President Damoci called the regular monthly meeting of the Board of Directors (BOD) of the Golden Rain Foundation (GRF) to order at 10:00 a.m. on Tuesday, September 27, 2016, in Clubhouse Four.

PLEDGE OF ALLEGIANCE

Phil Mandeville, President of the Presidents' Council, led the Pledge of Allegiance.

ROLL CALL

Following the roll call, Corporate Secretary Reed reported that Directors Perrotti, R. Stone, Pratt, Snowden, L. Stone, Reed, Hopewell, Rapp, Hood, McGuigan, Dodero, Greer, Damoci, Lukoff, Tran and Moore were present. Director Scheuermann was absent. Sixteen Directors were present, with a quorum of nine.

PRESIDENTS COMMENTS

The President spoke on this month's rumors.

The GRF Board is NOT transparent.

Committee meetings are open to everyone. You now get two times to speak when, in the past, you only had one. Most of the Committee Chairs let Shareholder/members speak during the meeting if they have something to add on the issue under discussion, something we never did in the past. Everything we do is open. We write policies with anyone in the room who wants to attend. Our sub-committees are open, our Ad-hoc committee meetings are open. Our agendas and minutes are on our web-site. Attend our meetings. Give us your input when you see something you don't like. Suggest ways to make it better.

We're filling in the pond on the golf course.

We're raising fees because we're broke.

Not true. The Mutuals are asking for permits on things they've never asked for before and someone needs to do them. Why should a Shareholder/member who is not using a service pay for others who are? If you put in new carpets or flooring in most Mutuals, you will now have to pay a \$25 fee for the permit. These are not services the GRF is mandating but the Mutuals.

We're turning the RV lot into a swimming pool.

Not true. The GRF Board will be meeting with the officers of the RV Club next week.

I receive a dozen emails a day on rumors. I either answer them or send them on to the committee that would have oversight on the issue, sometimes 5 or 6 on the same subject. Once one person says something or sends out an email to dozens of other Shareholder/members, the deed is done. It no longer matters if the rumor is true or not. It would be nice if when you found out the rumor you were spreading wasn't true, you sent an email to the same group telling them so. Come join us and get your information firsthand.

ANNOUNCEMENTS/ SERVICE AWARD PRESENTATIONS

The GRF Board of Directors met in Executive Session on September 2, 2016 to discuss legal and contractual matters.

A special GRF Board of Directors meeting took place on Monday, September 26, 2016 to meet with the candidates for the Mutual 16 GRF BOD representative vacancy.

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

SERVICE ANNIVERSARIES

Two employees were recognized with service awards.

Roger DeHart
Oscar Alcaino

Service Maintenance Department
Security Department

20 years
5 years

SEAL BEACH MAYOR'S REPORT

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

SHAREHOLDER/MEMBER COMMENTS

In accordance with Policy 5610, Participation by Foundation Members, members may enter into a comment period prior to the beginning of business. **NOTE:** Foundation members are permitted

SHAREHOLDER/MEMBER COMMENTS

In accordance with Policy 5610, Participation by Foundation Members, members may enter into a comment period prior to the beginning of business. **NOTE:** Foundation members are permitted to make comments before the business of the Board begins. Requests must be registered in advance of the meeting and comments are limited to four minutes.

Eight shareholder/member offered comments.

CONSENT CALENDAR – APPROVAL OF BOARD COMMITTEE MEETING MINUTES

In accordance with Civil Code 4090, the Foundation will make available a summary of the meetings where a quorum of the Board was present. A quorum of the Board was present at the following twelve August 2016 Committee meetings:

- Minutes of the ITS Committee Board Meeting of August 1, 2016
- Minutes of the Strategic Planning Ad Hoc Committee Board Meeting of August 2, 2016
- Minutes of the Security, Bus & Transportation Committee Board Meeting of August 3, 2016
- Minutes of the Physical Property Committee Board Meeting of August 8, 2016
- Minutes of the Architectural Design and Review Committee of August 9, 2016
- Minutes of the Mutual Administration Committee Board Meeting of August 9, 2016
- Minutes of the Recreation Committee Board Meeting of August 10, 2016
- Minutes of the Executive Committee Board Meeting of August 12, 2016
- Minutes of the Finance Committee Board Meeting of August 16, 2016
- Minutes of the ITS Committee Board Meeting of August 29, 2016
- Minutes of the Special Recreation Committee Board Meeting of August 30, 2016
- Minutes of the Special Finance Committee Board Meeting of August 30, 2016

APPROVAL OF BOARD MEETING MINUTES

The minutes of the August 23, 2016 Golden Rain Foundation Board meetings were approved, by general consent of the Board, as amended.

OLD BUSINESS

Rescind Previous GRF BOD Action – Publication of GRF Board Minutes

At the July 26, 2016, meeting of the Board, the Board duly moved and approved:

Effective January 1, 2017, upon due notification to Shareholders/members in accordance with Civil Code 4950 and 5310, GRF draft and approved minutes will be available upon the GRF website and available upon request at the GRF Administration reception Desk, Library and News reception desk.

The posting of the Board's action in the above matter generated numerous Shareholder/members comments, including but not limited to: convenience of the minutes in the News (publication of the minutes in the News is readily available to all); proposed cost savings are insignificant to the need of communications; many Shareholders/members may not have computers and/or access to computers; requesting Shareholders/members pick up copies of the minutes is an unnecessary inconvenience.

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

TO rescind the action of the Board on July 26, 2016 to discontinue
the publication of the GRF Board Minutes in the News.

NEW BUSINESS

General

Appointment of GRF Representative for Mutual Sixteen

The Golden Rain Foundation (GRF) Board of Directors (BOD) were informed of the passing of Mutual Sixteen GRF Director Tim Bolton on July 12, 2016, resulting in a vacancy on the GRF Board of Directors.

Due notice in accordance with the Bylaws was given to the Shareholder/Members of Mutual Sixteen, the polls closed for the Mutual 16 candidacy period at 4:30 p.m., August 31, 2016. At that time, no candidates had come forward to submit an application for candidacy. Representatives from the GRF Board addressed this serious matter with representatives of the Mutual Sixteen Board noting stipulations in the Bylaws whereupon if no candidates come forward from Mutual Sixteen, it would be within the full authority of the GRF Board to appoint the Board member and that such appointment can be made from outside of the Mutual.

The Mutual Sixteen Board of Directors was unable to recommend a candidate within Mutual Sixteen.

The GRF BOD sent due notice, requesting any interested and qualified Shareholder/Members from any Mutual submit a nomination form; four candidates came forward for consideration. After due consideration by the candidates, one candidate removed their application on September 17, 2016, leaving three (3) candidates.

On September 26, 2016, at a duly posted meeting of the Board, the Board invited the three (3) candidates to meet with the Board and answer relevant questions. All Shareholder/Members from Mutual Sixteen were invited to attend this meeting.

Upon review and evaluation of the candidates, the GRF BOD is prepared to appoint a

representative at its September 27, 2016 BOD meeting. Each Board member will cast a ballot for the appointment of the Mutual Sixteen representatives to fulfill the remaining term until June 2018.

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

TO approve appointment of the candidate to fulfill the position of a GRF Board member, representing Mutual Sixteen, in accordance with the Bylaws, for the term ending June 2018, based upon the results of a secret ballot of the sitting Board members.

Ballots were tallied by Accurate Voting, Inc. Upon tallying of the ballots, Accurate Voting Inc. announced the voting results: Suzanne Fekjar, 13 votes, Stephen Goodson, 0 votes and Carl John Rogers, 3 votes. The duly appointed GRF Board member, Suzanne Fekjar, was seated on the GRF Board.

Executive Committee

Rescind Policy 5101-30, Limitation of Term – Standing Committee Chairman

It was the recommendation of the Executive Committee that Policy 5101-30, Limitation of Term –Standing Committee Chairman, be rescinded.

Mrs. Damoci MOVED, seconded by Ms. Hopewell–

TO rescind Policy 5101-30, Limitation of Term – Standing Committee Chairman.

Eight Board members spoke on the main motion.

Mr. Lukoff MOVED, seconded by Ms. Hopewell -

TO refer to Policy 5101-30, Limitation of Term – Standing Committee Chairman, to the Executive Committee for review.

Four Board Members spoke on the motion.

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

TO call the question.

The motion carried with one no vote (R. Stone) and one abstention (S. Fekjar).

Finance Committee

Accept August 2016 Financials for Audit

At the regular meeting of the Finance Committee on September 20, 2016, the Committee duly moved to recommend to the Golden Rain Foundation Board of Directors acceptance of the August 2016 Financial Statements for audit.

Mr. Hood MOVED, seconded by Ms. Stone-

TO accept the August 2016 Financial Statements for audit.

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

Approve Reserve Study, Dated September 6, 2016

Pursuant to the California Civil Code Section 5550(a), at least once every three years, the Golden Rain Foundation (GRF) shall cause to be conducted a reasonable competent and diligent visual inspection of the accessible areas of the major components that GRF is obligated to repair, replace, restore or maintain.

GRF completed a full reserve study with site visit in 2015 using the services of Reserve Studies, Inc. (RSI). In preparing for an updated reserve study report for the 2017 budget year, the Finance Committee met on March 7th and March 15th to discuss the desired funding rate goal to achieve over the next 5 to 7 years (70%) and agreed on the appropriate inflation factor (4%) to be incorporated in the reserve study assumptions. The Board ratified these assumptions at its March 22nd meeting. A special study session was held on April 4th, to discuss replacement years for upcoming projects over the next five years.

GRF supplied RSI with information such as project replacement costs and dates of those replacement projects completed since the last reserve study, as well as projects that will be completed prior to the end of 2016. Additionally, GRF provided the other assumptions and estimates as mentioned above.

The reserve study prepared by RSI, dated September 6, 2016 contains all the assumptions summarized above that were provided to RSI and incorporates Funding Plan #3 that provides the current assessment to be increased as necessary to cover all future expenditures. Exhibit A (provided in the agenda packet) is a summary of the major assumptions used in the report.

At the regular meeting held on September 20, 2016, the Finance Committee accepted the reserve study, prepared by RSI, dated September 6, 2016.

Mr. Stone MOVED, seconded by Mrs. Reed –

TO approve the reserve study prepared by RSI, dated September 6, 2016, that includes the assumptions provided by the Finance Committee and utilizes Funding Plan #3, as indicated in the summary report Exhibit A (included in agenda packets).

One Board member spoke on the motion.

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

Approve 2016 Operating Budget

In July, staff presented the first run draft budgets to their respective board committees. In August, Board committees performed a second and final review of their respective cost center budgets and made revisions, as necessary. The final committee evaluation included a review of salaries, wages and benefits. Although full-time equivalents increased by 3.45, total salaries, wages and benefits decreased by \$114,800. At the regular Finance Committee meeting held on August 16, the Committee increased reserve funding to \$1,150,000, an increase over the 2016 budget by \$250,000. Although reserve funding is proposed to increase significantly, the significant decrease in net operating expenses result in a minimal monthly per apartment increase of \$0.54 for 2017.

At the special Finance Committee meeting held on August 30, the Committee reviewed the 2017 budget for every cost center that makes up the Golden Rain Foundation budget and made further adjustments. In summary, extensive care was taken in developing the operating budget for 2017. The Finance Committee recommends Board approval of the final draft budget. The 2017 operating budget, Exhibit B, was included in the agenda packet.

Ms. Stone MOVED, seconded by Mrs. Reed -

TO recommend the GRF Board approve 2017 Golden Rain Foundation Operating Budget of \$11,473,518 or \$144.69 per apartment, per month, an increase of \$0.54 per apartment, per month, over the 2016 operating budget.

One Board member spoke on the motion.

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

Accept CheckFree Pay Application and Appointment Agreement

Golden Rain Foundation (GRF) has been providing payment processing services to shareholders remitting payment to Southern California Edison (SCE) since 1981. CheckFree Pay Corporation is the third-party provider GRF uses to process SCE payment information electronically to SCE. In return for providing payment processing services on behalf of SCE, GRF receives \$0.25 per payment processed. Although annually GRF receives approximately \$2,900 in revenue for this service, the value of this convenient service to its members has proven to be much greater than the token revenues GRF receives.

In order to continue providing SCE payment processing services for its members, CheckFree Pay is requesting that GRF sign an updated application and Appointment Agreement for Payment Services. The new agreement contains updated banking regulations relating to payment processing, as they have changed significantly over that past few decades. The current CheckFree Pay documents on file were signed in 1995.

At the regular meeting held on September 20, 2016, the Finance Committee passed a motion to accept the CheckFree Pay Application and Appointment Agreement for Payment Services.

Ms. Hopewell MOVED, seconded by Ms. Snowden –

TO accept the CheckFree Pay Application and Appointment Agreement for Payment Services and to recommend to the Board to authorize the President to sign the two documents.

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

FINAL APPROVAL: Permit Fees – Physical Property Department

At its meeting on August 8, 2016, the Physical Property Committee recommended the Finance Committee approve the request to modify the current permit structure adding \$25.00 or 1% of the project cost to all permits.

Currently, there is a \$25.00 or 1% fee charged only on permits requiring a City of Seal Beach Permit. The proposed fee structure would include a \$25.00 permit fee on all permits or a 1% fee, whichever is greater, on all projects.

The proposed fee would directly help to offset wages in the process of permits and related duties. The proposed fee has the potential to generate \$30,000 in revenue, based on 1,225 permits for a 12 month period during 2015/2016.

At its meeting of August 23, 2016, the Golden Rain Foundation (GRF) Board of Directors (BOD) voted to tentatively amend this policy, pending a 30-day notice period to Foundation members.

The policy draft was published in the August 25th edition of the Golden Rain News. Members were welcomed to submit their comments or questions to the Board Office on this matter. Printed copies were also available to shareholder/members in the News Office, the Library and the Reception desk, second floor of the Administration building. This process is recommended in accordance of the Davis-Sterling act, Civil Code §4360. The BOD received three (3) pieces of correspondence, which were shared with the GRF BOD.

The policy will become effective January 1, 2017.

Mr. Lukoff MOVED, seconded by Mr. Hood -

TO approve Physical Properties permit fee of a minimum of \$25 or 1% of the project cost, whichever is greater, on all permits required by the Mutuals, to be effective January 1, 2017.

Twelve Board Directors, the Executive Director and the Director of Finance spoke on the motion.

Mr. Moore MOVED, seconded by Mr. Lukoff and carried unanimously by the Board members present –

TO call the question.

The main motion was carried with six no votes (Doderer, Greer, McGuigan, Moore, Pratt and R. Stone) and one abstention (Fekjar).

The President called for a five minute recess at 12 p.m., the meeting reconvened at 12:05 p.m.

Amendment of Policy 5115-31, Finance Committee

At the regular meeting of the Finance Committee (FC) on August 30, 2016, the Committee proposed amendments to Policy 5115-31, Finance Committee.

Under the "Purpose" section, wherein the matters the FC has oversight are itemized, the FC recommends to the Golden Rain Foundation Board of Directors the addition of "Excluding Workers' Compensation" after "insurance" and the addition of "Fees".

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

TO amend Policy 5115-31, Fees.

Two Board members spoke on the motion.

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

Mutual Administration Committee

Approve the Board of Directors' Reference Guide

At its September 13, 2016 meeting, the Mutual Administration Committee recommended that the Golden Rain Foundation (GRF) Board of Directors (BOD) approve the Board of Directors Reference Guide for distribution to the Mutual Boards of Directors.

This new Reference Guide was created based on work done by GRF BOD member Susan Hopewell as a Mutual BOD member. The document has been reviewed by members of the Mutual Administration Committee for the past two months.

Ms. Hopewell MOVED, seconded by Ms. Rapp -

TO recommend the GRF BOD approve the Board of Directors
Reference Guide for distribution to the Mutuals.

Two Board members spoke on the motion.

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

Approve the Bereavement Workbook

It was the recommendation of the Mutual Administration Committee that the Golden Rain Foundation (GRF) Board of Directors (BOD) approve the Bereavement Workbook for distribution to the shareholder/members.

This new Reference Guide was created based on work done by GRF BOD member Joy Reed, Chair, Paula Snowden and Kathy Rapp. The document has been reviewed by members of the Mutual Administration Committee for the past several months.

Mrs. Reed MOVED, seconded by Mr. Hood-

TO recommend the GRF BOD approve the Bereavement
Workbook.

Nine Board members spoke on the motion.

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

Amend Policy 1201-33, Photo ID Cards **TENTATIVE VOTE**

At its meeting on September 13, 2016, the Mutual Administration Committee reviewed potential revenue increases in fee rates for services provided by the Stock Transfer Office.

In order to implement the fee changes, Policy 1201-33 must be amended. The proposed fee changes include:

Established Fees	Policy	Current Fee	Proposed Fee
Replace Lost ID Card (1 st loss)	1201-33, Photo ID Cards	\$10	\$20
Replace Lost ID Card (subsequent losses within 24 months of 1 st loss)	1201-33, Photo ID Cards	\$15	\$30

The proposed fees reflect a potential revenue increase from this policy change of more than \$1,200.

The Mutual Administration Committee recommends the tentative amendment of Policy 1201-31, Photo ID Cards to the Golden Rain Foundation Board of Directors at its meeting in September, with final adoption scheduled for November.

If amended, the policies and fee changes will go into effect January 1, 2017.

Ms. Rapp MOVED, seconded by Ms. Hopewell -

TO recommend the Board approve the tentative amendment of Policy 1201-33, Photo ID Cards, to reflect an increase in the fee to replace a lost ID card (1st loss), from \$10 to \$20 and an increase in the fee to replace a lost ID card (subsequent losses within 24 months of 1st loss) from \$15 to \$30, pending a minimum 30-day notification to the membership, and a final decision on November 22, 2016.

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

Mr. Lukoff MOVED, seconded by Ms. Stone -

TO amend the proposed motion to remove the fee for replacement of subsequent lost Photo ID cards.

Three Board members spoke on the motion.

The amendment to the main motion was carried by the Board members present with one abstention (Fekjar).

The amended main motion was carried with one no vote (McGuigan) and one abstention (Fekjar).

Amend Policy 5061-31, Fees

At its meeting on September 13, 2016, the Mutual Administration Committee reviewed potential revenue increases in fee rates for services provided by the Stock Transfer Office.

In order to implement the fee changes, Policy 5061-31 must be amended. The proposed fee changes include:

Established Fees	Policy	Current Fee	Proposed Fee
Co-Occupant Setup Fee	5061-31, Fees	\$50	\$100
Certificate Preparation Fee (i.e. Stock Transfer Fee)	5061-31, Fees	\$150	\$250
Escrow Transfer Fee	5061-31, Fees	\$350	\$500
New Fees	Applicable Policy	Current Fee	Proposed Fee
Powers of Attorney and Court Orders	5061-31, Fees	-	\$75
Additional Map	5061-31, Fees	-	\$5

The proposed fees reflect a potential revenue increase from this policy change of more than \$55,000.

The Mutual Administration Committee recommends the tentative amendment of Policy 5061-31, Fees, to the Golden Rain Foundation Board of Directors at its meeting in September, with final adoption scheduled for November.

If amended, the policies and fee changes will go into effect January 1, 2017.

Mr. Lukoff MOVED, seconded by Ms. Rapp-

TO recommend the Board approve the tentative amendment of Policy 15061-31, Fees, to reflect an increase in Co-Occupant Setup fees, from \$50 to \$100; an increase in the Certificate Preparation Fee, from \$150 to \$250; an increase in the Escrow Transfer Fee, from \$350 to \$500; and the establishment of new fee, Power of

Attorney and Court Orders, \$75 and new fee for additional maps, \$5, pending a minimum 30-day notification to the membership, and a final decision on November 22, 2016.

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

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

Amend Policy 5536.1-33, Gate Passes

At its meeting on August 16, 2016, the Finance Committee recommended the GRF Board of Directors amend Policy 5536.1-33, Gate Passes, changing the cost from \$5 to \$10 per pass. The Committee also reviewed other additional revenue sources, including proposed fee changes concerning Policy 5536.1-33, Gate Passes.

For ease of amendment, it is recommended that the draft of Policy 5536.1-33, Gate Passes, include all suggested changes, including the addition of new fees.

In order to implement the fee changes, Policy 5536.1-33 must be amended. The proposed fee changes include:

Established Fees	Policy	Current Fee	Proposed Fee
Extra Guest Pass	5536.1-33, Gate Passes	\$5 each	\$10 each
Inheritor's Service Pass	5536.1-33, Gate Passes	\$5 each	\$10 each
New Fees	Applicable Policy	Current Fee	Proposed Fee
Replace Lost Caregiver Pass	5536.1-33, Gate Passes	-	\$20 each
Realtor's Service Pass	5536.1-33, Gate Passes	-	\$10 each

The proposed fees reflect a potential revenue increase from this policy change of more than \$21,000.

The Mutual Administration Committee recommends the tentative amendment of Policy 5536.1-33, Gate Passes, to the Golden Rain Foundation (GRF) Board of Directors (BOD) at its meeting in September, with final adoption scheduled for November. The BOD received nine (9) pieces of correspondence, which were shared with the GRF BOD.

If amended, the policies and fee changes will go into effect January 1, 2017.

Ms. Snowden MOVED, seconded by Ms. Rapp and carried unanimously by the Board members present –

TO recommend the Board approve the tentative amendment of Policy

5536.1-33, Gate Passes, to reflect an increase in Extra Guest Passes from \$5 to \$10 each; an increase in Inheritor's Service Passes from \$5 to \$10 each; and the establishment of new fee Replacement of Lost Caregiver Pass at \$20 each; and new fee Realtor's Service Pass at \$10 each, pending a minimum 30-day notification to the membership, and a final decision on November 22, 2016.

Eight Board members, the Executive Director and the Security Chief spoke on the motion.

Mr. Hood MOVED, seconded by Mr. Stone-

TO refer Policy 5536.1-33, Gate Passes, back to the Mutual Administration Committee for further amendment.

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

Physical Property Committee

Southern California Edison Easement Request

The City of Seal Beach has established an Underground Utility District requiring Southern California Edison (SCE) to underground its existing overhead lines on Seal Beach Blvd. In order for SCE to complete this task, an easement is required from GRF to relocate lines on Trust Property. At its meeting on September 12, 2016, the Physical Property Committee (PPC) reviewed the request and discussed the easement request area (see attached map and Google Air screen shot included in the agenda packet); the area is east of the Main Gate entrance, adjacent to the Perimeter Wall to Seal Beach Blvd. and is six feet wide.

After review and discussion of the request, the PPC unanimously recommended the GRF Board award an easement to SCE for the purpose of relocating lines on Trust Property.

Mrs. Greer MOVED, seconded by Ms. Rapp –

TO award an easement to SCE to relocate lines on Trust Property, per request dated August 3, 2016, Service Order #TD1015088 and authorize the President to sign the Grant of Easement.

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

Amphitheater Restroom Refurbishment – Non-budgeted

At the regular scheduled meeting of the Physical Property Committee (PPC) on August 12, 2016, the Committee reviewed concerns relative to the general condition of the amphitheater restrooms. Representatives of the committee toured the restrooms and noted a clear need for a general refreshing and refurbishment all of the ten (10) restrooms at the Amphitheater.

Discussion was held and a general scope of work determined, noting all areas in need of repairs and/or replacement could be performed by Service Maintenance. Based upon the scope of work, a cost estimate was provided by the Service Maintenance Department in the amount of \$50,350. (Exhibit A in the agenda packet). The Committee unanimously agreed to have the Service Maintenance Department conduct this non budgeted work and forward this project to the Finance Committee (FC) for funding.

At its regular scheduled meeting of the FC, the Committee reviewed possibilities of funding this project and unanimously agreed GRF is in a sound financial position and duly moved and approved the allocation of non-budgeted funding from CC45 (material needs) and CC74 (labor). This project will require evaluation of the Architectural Design Review Committee for final color pallet and material selections to the scope of the proposed budget.

Mr. Lukoff MOVED, seconded by Ms. Stone -

TO approve the general refreshing of the ten (10) Amphitheater restrooms, per the estimate dated September 9, 2016 (Exhibit A in agenda packet), at a cost not to exceed \$50,350, funding from CC45 and CC74.

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

Publications Committee

Approve Newspaper Advertising Rates

In 2017, the print vendor is raising printing prices due to an increase in newsprint paper costs. In order to offset our printing expenses, the Committee recommends to increase the Leisure World News advertising rates. The rates haven't increased for 5 years. It is the considered opinion of the Committee that the negative impact of raising advertising rates will be minimal and manageable.

The Committee recommends increasing the rates by 7%. A 5% increase will bring the News to a break-even point; however, a 7% increase will result in an additional \$16,500 (approximate) in revenue annually. The impact to the customer's cost, per ad, will be negligible.

At its September 14, 2016 meeting, the Publications Committee moved to recommend to the Golden Rain Foundation (GRF) Board of Directors (BOD) approval of the proposed 2017 newspaper advertising rates.

Mrs. Greer MOVED, seconded by Mrs. Reed-

TO recommend the GRF BOD approve the proposed increase of 7% in newspaper advertising rates, effective January 1, 2017.

One Director and the Executive Director spoke on the motion.

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

Recreation Committee

Replace Amphitheater Stage Risers

The Amphitheater stage risers are in need of repair and have outlasted their useful life and are in need of replacement.

Quotes had been solicited from two companies to replace the existing plywood risers with professional grade staging for the Amphitheater, with all required skirting and two storage carts.

- | | |
|------------------------|-------------|
| • Mc Donnell & Company | \$10,287.00 |
| • Stage Right | \$10,270.80 |

The above quotes include sales tax and shipping charges, with funds coming from the 2016 capital portion of the budget.

At its September 14, 2016 Recreation Committee meeting, the Committee approved the purchase of new Amphitheater stage risers, from Stage Right, in the amount of \$10,270.80 and recommends final approval by the Board of Directors.

Mr. Moore MOVED, seconded by Mrs. Reed –

TO approve the purchase of new Amphitheater Stage Risers, from

Stage Right, in the amount of \$10,270.80, from the approved capital portion of the 2016 budget.

Two Directors and the Executive Director spoke on the motion.

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

Holiday Decorations

The Holiday Decorations Sub-Committee was tasked with providing holiday decorations for Trust property, with a budget not to exceed \$20,000.00, as previously approved by the Finance Committee (FC). The Holiday Decorations Sub-Committee met with Magical Holiday Designs to discuss the scope of work and to take a site tour where work would be performed.

The Holiday Decorations Sub-Committee solicited a bid from Magical Holiday Designs for decorations for the following locations: Administration Building, Medical Center, Clubhouse 6 and Security front entrance.

At its meeting on September 13, 2016, the Architectural Design Review Committee approved to recommend to the Board the lease/purchase of holiday decorations from Magical Holiday Designs (Exhibit A in the agenda packet), in the amount of \$33,400, for the two-year contract term.

Mrs. Perrotti MOVED, seconded by Mr. Moore-

TO approve the two (2) year contract with Magical Holiday Designs (per Exhibit A in the agenda packet), in the amount of \$33,750, and authorize the President to sign the contract.

Two Directors and the Executive Director spoke on the motion.

The motion was carried with one no vote (McGuigan) and one abstention (Fekjar).

Security, Bus & Traffic Committee

Adopt Policy 3050-37, Security Functions

A recent staff review of Golden Rain Foundation Policy 3050-37, Security Functions, found that it needs to be updated to reflect current department activities.

At its meeting on September 19, 2016, the Security, Bus, and Traffic Committee unanimously recommended the amendment of Policy 3050-37, Security Functions, to the Golden Rain Foundation Board of Directors.

Mr. McGuigan MOVED, seconded by Mrs. Perrotti –

TO refer Policy 3050-37, Security Functions back to the Security, Bus & Traffic Committee for further review.

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

Adopt Policy 1927.1-37, Fines for Parking Rules Violations on Trust Property and Adopt Policy 1927.2-37, PRV Panel

Mrs. Perrotti MOVED, seconded by Mrs. Reed

TO refer Policies 1927.1-37 and 1927.2-37 back to the Security, Bus & Traffic Committee for further review.

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

Rescind Policies 1909-37, Restricted Speed Zone of 10 miles per hour; 1909.1-37, Restricted Speed Zone of 15 miles per hour; 1909.2-37, Restricted Speed Zone of 20 miles per hour

Mrs. Perrotti MOVED, seconded by Ms. Snowden -

TO rescind Policies 1909-37, Restricted Speed Zone of 10 miles per hour; 1909.1-37, Restricted Speed Zone of 15 miles per hour; and 1909.2-37, Restricted Speed Zone of 20 miles per hour.

Two Board members spoke on the motion.

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

CONTROLLER'S REPORT

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

EXECUTIVE DIRECTOR'S REPORT

The Executive Director announced that emergency action was required pertaining to the air-conditioning in Clubhouse Six; ratification of this emergency action will be sought at the October GRF Board of Directors meeting.

BOARD MEMBER COMMENTS

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

ADJOURNMENT

The meeting was adjourned was at 12:58 p.m.

Joy Reed, Corporate Secretary
GRF Board of Directors
/dfb 09.27.16

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BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: RANDY ANKENY, EXECUTIVE DIRECTOR
SUBJECT: TRUST PROPERTY LANDSCAPE SERVICES
DATE: OCTOBER 10, 2016
CC: FILE

Spectrum Care Landscape and Irrigation Management, the contractor currently under contract with the Golden Rain Foundation to maintain Trust Property, has made the decision to discontinue business operations. Their last day of business was October 5, 2016.

Due to the time constraints and the immediate need to maintain the Trust Property landscape, Johns Landscape Maintenance (previous landscape service provider and current service provider for the maintenance of the Golf Course) has agreed to maintain Trust Property landscape for the remainder of the month for the same terms, conditions and amount contracted with Spectrum. They have also agreed to accept a short term agreement with the Golden Rain Foundation for a six (6) month period at the same cost (\$9,900) as the current contract with Spectrum. During this six (6) month period, the Physical Properties Committee will review landscape maintenance specifications and direct staff upon approval of the specifications to begin the process of request for proposals for committee review and ultimate recommendation to the Board.

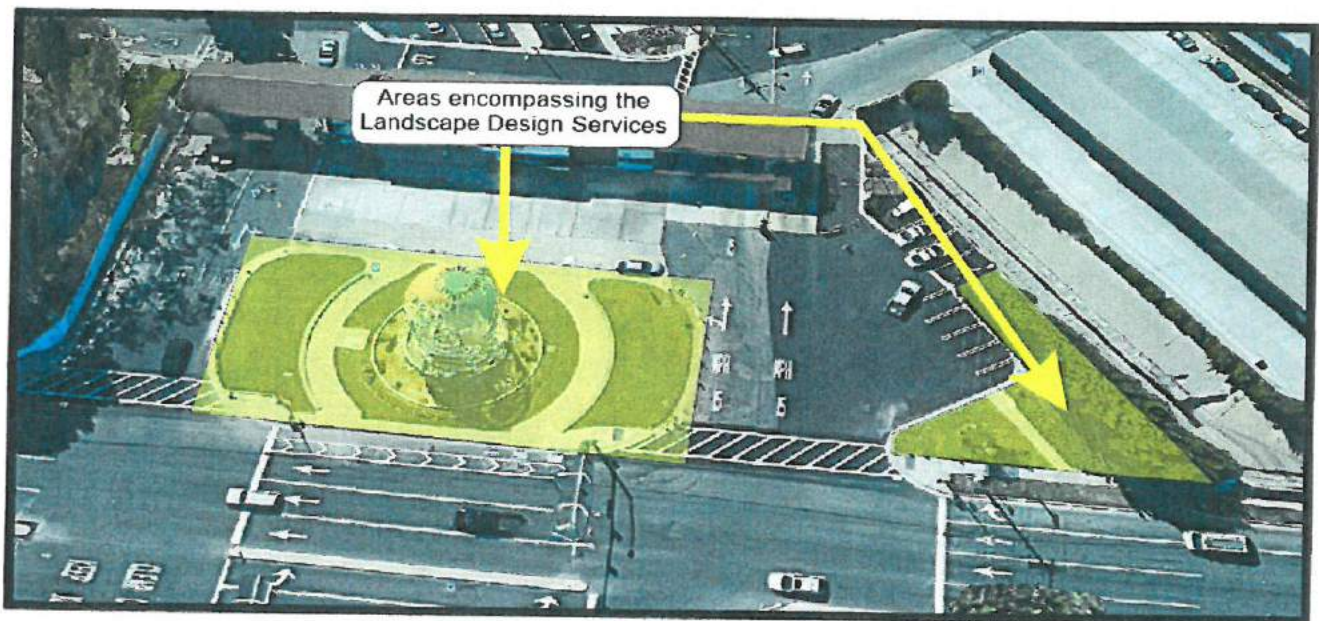
I move to approve a six (6) month contract (Exhibit A) with Johns Landscape Maintenance to provide landscape maintenance services for Trust Property, at a cost of \$9,900 per month, the same amount previously contracted with Spectrum, and to authorize the President sign the contract.

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BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: ARCHITECTURAL DESIGN REVIEW COMMITTEE (MW)
SUBJECT: MAIN GATE LANDSCAPE ARCHITECT
DATE: OCTOBER 12, 2016
CC: FILE

At the regular scheduled meeting of the Architectural Design Review Committee (ADRC) on October 11, 2016, the Committee reviewed proposals from Mission Landscape Architecture, \$6,250 and Bright View Design Group, \$9,500 to develop design concepts for the landscape at the main entry to the community. The requests for proposal were based on the approved Reserve Study, where funding has been allocated in 2017 for the replacement of the landscape and hardscape.



The Committee discussed the general scope of work and associated fees provided by both contractors. The ADRC unanimously agreed to recommend to the Board approval of Mission Landscape Architecture (See Exhibit A) to draft the conceptual plans, at cost not to exceed \$8,000.

At its regular scheduled meeting on October 18, 2016, the Finance Committee (FC) reviewed the availability of funding. Discussion took place regarding \$25,000 that was approved as part of the 2016 Capital Budget for Design Services for possible pool area improvements. As the project will not be moving forward at this time, it was suggested the \$25,000 be reallocated into this project (\$8,000) as well as the Clubhouse Two Multi-Use Project for design fees (\$13,750). The FC resolved to reallocate \$25,000 from the 2016 Capital Budget for pool design into this project as well as the Clubhouse Two Multi-Use Project, making Capital Funding available to move forward.

I move to award a contract to Mission Landscape Architecture, for \$6,250, to develop and design three (3) design options for landscape at the main entry to the community, as per proposal dated September 6, 2016, and to approve contingency funds of \$1,750, for a total not to exceed \$8,000; funding from reallocated Capital Funds, and authorize the President to sign the contract.



BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: APPROVE SEPTEMBER FINANCIAL STATEMENTS
DATE: OCTOBER 18, 2016
CC: FILE

At the regular meeting of the Finance Committee on October 18, 2016, the Committee duly moved to recommend to the Golden Rain Foundation Board of Directors acceptance of the September 2016 Financial Statements for audit.

Our Director of Finance, Carolyn Miller will give a recap of the September 2016 Financial Statements. At the end of the report, a motion will be made to accept the September 2016 Financial Statements for audit.

Board Action:

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

Financial Recap – September 2016

As of the nine-month period ended September 2016, the financial reports indicate that GRF is in a favorable financial position with a surplus of \$670,627.

Major variances are:

Salaries & Wages	129,320	Vacancies of key positions in ITS, News & Service Maintenance during the year.
Employment Taxes & Benefits	238,447	Workers' Comp \$168K (incl 2015 refund of \$37K ; Group Ins \$65K
Temporary Agency Fees	(42,769)	Temps used to fill key vacant positions
Miscellaneous Write-offs	(54,834)	\$42K – Building damage restoration
Federal & State Income Tax	148,277	Amendments reduced tax liability totaling \$135,049 in refunds.
Rental Income	104,561	Unit sales exceeded planned
SRO Labor Cost Recovery	72,182	Actual labor exceeded budget

	Fund Balance	Allocated For 2016 Projects	Allocated For Future Projects	For details, see page
Reserve Funds				
Repairs & Replacements	\$8,413,394	\$1,254,160	\$7,159,234	9

	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Funds				
Capital Improvements	\$896,669	\$240,937	\$655,732	11

P.O. Box 2069
Seal Beach CA 90740

Description			
	Current Assets:		
1122000	Cash & cash equivalents	449,076	
	Non-Restricted Funds	284,219	
	Receivables	405,510	
	Prepaid expenses	113,380	
	Inventory of maintenance supplies	<u>422,085</u>	
	Total Current Assets		1,674,270
	Designated deposits		
1211000	Contingency Operating Fund	500,000	
	Reserve Fund	8,413,394	
1212500	Capital Improvement Fund-GRF	896,699	
1213000	Liability Deductible & Hazard Fund	<u>202,571</u>	
	Total designated deposits		10,012,663
	Notes Receivable		
1411000	Notes Receivable	<u>31,069</u>	
	Total Notes Receivable		31,069
	Fixed Assets		
	Land, Building, Furniture & Equipment	30,610,027	
	Less: Accumulated Dep'n	<u>(21,376,148)</u>	
	Net Fixed Assets		9,233,879
	Other Assets		
	Premium on Municipal Bonds		<u>10,432</u>
	Total Assets		<u><u>20,962,313</u></u>

P.O. Box 2069
Seal Beach CA 90740

Description		
Liabilities & Equity		
Current Liabilities:		
Accounts payable	345,226	
Project Commitments	1,278,007	
Accrued payroll & payroll taxes	450,483	
Accrued expenses	333,733	
Accrued property taxes	130,304	
Total Current Liabilities	2,537,752	
Total Liabilities		2,537,752
Equity		
Mutuals' Beneficial Interest		
3211000 Contingency Operating Reserve Equity	500,000	
3212000 Reserve Equity	7,139,513	
3394000 Capital Fund Equity	892,573	
3310000 Beneficial Interest in Trust	4,602,614	
Total Mutuals' Beneficial Interest		13,134,700
Membership interest		
Membership certificates of 844 shares @ \$200 par value, and 5,764 shares @ \$250 par value, authorized, issued and outstanding	1,609,800	
Additional paid-in-capital	4,865,923	
Total Paid-in-Capital		6,475,723
Excess Income		
Current Year	(320,905)	
Total Excess Income		(320,905)
3920000 Dep'n & Amortization		(864,956)
Net Stockholders' Equity		18,424,562
Total Liabilities & Stockholders' Equity		20,962,313

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

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Liability Insurance Fund	Nonrestricted Funds	Total
Balance 8/31/2016	500,000	8,337,444	816,059	202,571	456,771	10,312,845
Funded: Assessments		75,000				75,000
Funded: Membership Fees collected (72)		93,420	93,420			186,840
Funded: M17 Lease Fees collected		-	-			-
Funded: Interest on Funds		2,463				2,463
Progress Payments on CIP						-
Expenditures		(94,933)	(12,781)			(107,714)
Commitments						-
Replenish funds for Donated Assets						-
Net Monthly Claims						-
Disbursement to Mutuals						-
Transfers between funds						-
Interest Income Allocation						-
Net Monthly Activity					(172,553)	(172,553)
Balance 9/30/2016	500,000	8,413,394	896,699	202,571	284,219	10,296,882
Net Activity	-	75,950	80,640	-	(172,553)	(15,963)

Golden Rain Foundation
Quick Balance Sheet Analysis
For the Period Ended September 30, 2016

SELECTED BALANCE SHEET ITEMS

	Current Balance	Prior Month	Increase (Decrease)
Cash In Bank	449,076	415,948	33,128
Current Assets	11,686,933	11,960,888	(273,955)
Current Liabilities	2,537,752	2,965,823	(428,071)
Current Ratio	4.61	4.03	
Designated Deposits:	10,296,882	10,312,845	(15,963)
Reservet Fund			
Liability & Disaster Insurance Fund			
Capital Improvement Fund			
Contingency Operating Fund			
General Operating Fund			
Other Restricted Fund			

RESULT OF OPERATIONS

Current Month	Actual	Budget	Variance	%
Income	1,294,737	1,282,896	11,841	0.92
Expense	1,295,834	1,320,075	24,241	1.84
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	(1,097)	(37,179)	36,082	
Year To Date	Actual	Budget	Variance	%
Income	11,668,100	11,493,261	174,839	1.52
Expense	11,288,886	11,784,674	495,788	4.21
Net Materials Recovery(Pass Thru)	0	0	0	
Excess Income or (Expense)	379,214	(291,413)	670,627	

Full Time Equivalents		
For the Month	Average YTD	Planned - 2016
156.50	154.89	158.47

2016 Reserve Expenditures

Cost Center	Description	2016 Reserve Study	Prior Approved	Current Approved	Other Adjustments	Total Projects	Prior Expenditures	YTD EXPENDITURES			YTD Expenditures	2016 Allocated Funds
								Jan-Aug	Sept	Total		
30	Replacement of two automatic doors- Admin. Building (751-15) (Completed)	-	15,000	-	(1,623)	13,377	-	13,377	-	13,377	13,377	-
30	Replacement of AC Unit - Admin. Building (774-16)	-	-	6,200	-	6,200	-	5,580	-	5,580	5,580	620
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)	-	-	-	-	-	-	-
34	Replace Wireless Access Points at Clubhouses (incl. 10% contingency)	-	8,800	-	(8,800)	-	-	-	-	-	-	-
34	SANS Audit Equipment Network and Systems- Replacement	-	17,501	-	(6,096)	11,405	-	11,405	-	11,405	11,405	-
35	Replace Interior Light Fixtures	3,584	-	-	3,584	3,584	-	-	-	-	-	3,584
36	Replacement of Carpeting (1st Floor & Stairs) (745-15-0701) (Completed)	-	13,115	-	(1,870)	11,245	10,421	825	-	825	11,245	-
37	Replace Lighting Signage	20,478	-	-	-	-	-	-	-	-	-	-
37	Security Restroom Remodel (736-15) (Completed)	-	-	45,000	-	45,000	-	40,500	4,500	45,000	45,000	-
37	Replace Emergency Generator at Main Gate	-	-	6,000	-	6,000	-	5,447	-	5,447	5,447	553
48	Paint Exterior Flatwork	4,505	-	-	-	-	-	-	-	-	-	-
48	Replace Water Storage Tanks	12,287	-	-	-	-	-	-	-	-	-	-
48	Replace Solar Panels	28,055	-	-	-	-	-	-	-	-	-	-
48	Install New Pool Heater (755-15) (Completed)	-	19,800	-	-	19,800	-	17,620	1,980	19,800	19,800	-
52	Replace Air Conditioning Units #1 and #9 (756-15) (Completed)	-	-	10,800	-	10,800	-	10,800	-	10,800	10,800	-
52	Replace stove top and oven in kitchen	-	-	8,000	-	8,000	-	-	7,180	7,180	7,180	820
52	Sewer Pump Replacement (776-16)	-	-	125,562	-	125,562	-	31,669	-	31,669	31,669	93,893
53	Paint Wood Siding & Trim	14,130	-	-	-	-	-	-	-	-	-	-
53	Paint Interior Flatwork	25,593	-	-	-	-	-	-	-	-	-	-
54	Paint Door Surfaces	2,765	-	-	2,765	2,765	-	-	-	-	-	2,765
54	Replace Automatic Pedestrian Door	3,276	-	-	3,276	3,276	-	-	-	-	-	3,276
54	Replace New Water Heater	4,352	-	-	4,352	4,352	-	-	-	-	-	4,352
54	Replace Lobby and Hallway Furniture	5,120	-	-	5,120	5,120	-	-	-	-	-	5,120
54	Replace Wall Divider Covering	10,444	6,000	10,345	-	16,345	-	-	-	-	-	16,345
54	Paint Interior Flatwork	12,901	-	-	24,196	24,196	-	-	-	-	-	24,196
54	Replace Conference Room Furniture	97,373	-	-	97,373	97,373	-	-	-	-	-	97,373
54	Floor Remodel (750-15)	148,773	-	800	-	800	-	800	-	800	800	-
54	Floor Replacement (773-16)	-	-	87,364	-	87,364	-	-	41,138	41,138	41,138	45,226
55	Replace PP Conference & Break Room Flooring (763-16) (Completed)	-	-	8,100	(774)	7,326	-	7,326	-	7,326	7,326	-
56	Paint Exterior Ironwork	3,840	-	-	-	-	-	-	-	-	-	-
56	Paint Exterior Flatwork	10,239	-	-	-	-	-	-	-	-	-	-
56	Replace 2 heat pumps (757-15) (Completed)	-	-	10,650	-	10,650	-	10,650	-	10,650	10,650	-
56	Upstairs floor remodel (768-16) (Completed)	-	-	36,900	(1,500)	35,400	-	35,400	-	35,400	35,400	-
56	Replace 9 ping pong tables	-	-	10,500	25	10,525	-	10,525	-	10,525	10,525	-
74	Paint Exterior Flatwork	11,724	-	-	-	-	-	-	-	-	-	-
79	Repar Concrete and Wood Shoreline at Pond	2,560	-	-	-	-	-	-	-	-	-	-
79	Relurbish Golf Course Greens	10,239	-	-	10,239	10,239	-	-	-	-	-	10,239
79	Community Landscape Remodel	10,239	-	-	-	-	-	-	-	-	-	-
79	Community Concrete Flatwork	25,598	-	-	-	-	-	-	-	-	-	-
79	Community Asphalt Seal Coat- Parking Lots	38,038	-	-	-	-	-	-	-	-	-	-
79	Community Asphalt Seal Coat-Street Phase 4	51,185	-	-	-	-	-	-	-	-	-	-
79	Replacement of Light Pole and Fixture (766-16) (Completed)	-	-	6,568	-	6,568	-	6,568	-	6,568	6,568	-
79	Street resurfacing, St Andrews Drive	-	760,000	-	(760,000)	-	-	-	-	-	-	-
79	56 Trees Replaces in street medians	-	125,000	-	(125,000)	-	-	-	-	-	-	-
79	Main Gate Beautification - Globe (730-15B)	-	163,270	-	-	163,270	104,940	50,020	-	50,020	154,960	6,310
79	Globe - Replacement of Concrents (730-15B)	-	180,000	-	-	180,000	-	61,095	-	61,095	61,095	118,905
79	Perimeter wall sections B (591-01B-B)	-	350,000	-	-	350,000	31,732	113,846	10,175	124,021	155,753	194,247
79	CHS/library- concrete replacement (747-15-0718) (Completed)	-	50,100	-	867	50,967	41,114	9,753	-	9,753	50,867	-
79	Perimeter wall sections A (591-01B-A)	-	494,000	-	-	494,000	443,914	37,316	-	37,316	478,230	15,770
79	Perimeter wall sections J & K (591-01B-JK)	-	702,900	-	(680,776)	22,124	72,176	(52,552)	2,500	(50,052)	22,124	(0)
79	St. Andrews Gate Improvements (723-14)	-	50,000	-	-	50,000	9,190	788	-	788	9,978	40,023
79	Perimeter wall sections L & M (591-01B-LM)	-	23,475	-	876,525	900,000	9,025	312,173	27,460	339,633	348,658	551,342
	Total Planned Reserve Expenditures	2,207,108	2,985,461	372,769	(548,516)	2,809,734	719,511	741,130	94,933	836,063	1,555,574	1,254,160

2016 Capital Plan

Center	Description	Prior Approved	2016 Budget	Additional Approved	Other Adjustments	Total Projects	Prior Expenditures	YTD EXPENDITURES			TTD Expenditures	Allocated Funds
								Jan-Aug	Sept	Total		
32	Barcode label printer	1,000	-	-	-	1,000	-	-	-	-	-	1,000
32	Pallet Racking System (2016 Approved Capital- Purchased in 2015)	-	3,000	-	(169)	2,831	2,831	-	-	-	2,831	-
34	CH4 Technology Enhancements	44,000	-	-	-	44,000	-	-	-	-	-	44,000
34	Jenark System (5000-14)	225,017	-	25,000	-	250,017	220,149	17,400	-	17,400	237,549	12,468
34	Main Server Room Modifications (734-15 - Server Room Mods)	6,600	-	-	-	6,600	5,938	523	-	523	6,460	140
34	Second Server/Rm Mods (744-15 - Second Server Rm System)	50,000	-	-	-	60,000	50,508	-	-	-	50,508	9,492
34	Surveillance Cameras (2016 Approved Capital)	-	13,000	-	-	13,000	-	-	63	63	63	12,937
34	Visual Display Solutions	22,000	-	-	-	22,000	-	-	-	-	-	22,000
34	SANS Audit- Equipment	15,943	-	-	500	16,443	15,943	500	-	500	16,443	-
36	6 Work Stations and 1 Reception (745-15-0701) (Completed)	20,000	-	-	(3,136)	16,861	16,455	406	-	406	16,861	-
37	Paychex Time Clocks (2) (2016 Approved Capital)	-	5,200	-	(495)	4,705	-	4,705	-	4,705	4,705	-
37	Repeater, hardware, license & programming (2016 Approved Capital)	-	5,000	-	-	5,000	-	4,698	-	4,698	4,698	-
37	Sound Proofing Panels @ Main Gate Lobby (2016 Approved Capital)	-	2,000	-	-	2,000	-	-	-	-	-	2,000
38	Minibuses- Air Conditioning and Window Tint (771-16)	-	-	30,000	-	30,000	-	13,458	8,972	22,430	22,430	-
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	-	8,069	-	8,069	8,069	17,931
48	Engineering and architectural (2016 Approved Capital)	-	25,000	-	-	25,000	-	-	-	-	-	25,000
55	Building 5 first floor remodel (765-16)	-	-	1,600	-	1,600	-	650	-	650	650	950
55	Conference Room B Remodel (772-16)	-	-	37,000	1,529	38,529	-	37,289	1,240	38,529	38,529	-
70	Inspector Vehicles (1) electric (2016 Approved Capital)	-	10,000	-	-	10,000	-	8,947	-	8,947	8,947	1,053
70	PP 4 Workstations (758-15) (Completed) (2016 Approved Capital- Purchased in 2015)	-	13,000	-	(3,865)	9,135	9,135	-	-	-	9,135	-
74	Maintenance Vehicles (2) electric (2016 Approved Capital)	-	20,000	-	-	20,000	-	17,894	-	17,894	17,894	2,106
79	ADA Improvement Main Parking Lot (710-14)	109,000	-	-	-	109,000	94,201	9,884	-	9,884	104,085	4,916
79	Landscape CH3 Library Patio	5,000	-	-	-	5,000	-	-	-	-	-	5,000
79	CAMUTCD (California Manual on Uniform Traffic Control Devices) (738-15)	-	-	7,040	-	7,040	-	7,040	-	7,040	7,040	-
79	Resales Office Remodel (725-14)	70,000	-	-	-	70,000	40,107	9,356	-	9,356	49,463	20,537
79	Patio Furniture at Sales Office	-	-	2,500	6	2,506	-	-	2,506	-	2,506	-
79	Outdoor Furniture	35,000	-	-	(4,712)	30,288	35,248	(4,960)	-	(4,960)	30,288	-
79	Pedestrian Gate at Northwood Road	-	-	30,000	-	30,000	-	-	-	-	-	30,000.00
Total Planned Capital Acquisitions		614,560	142,735	133,140	(10,346)	880,089	490,513	135,859	12,781	148,640	639,152	240,937



BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: RECREATIONAL VEHICLE STORAGE SITE/GOLDEN RAIN FOUNDATION TO
MANAGE 5.5 ACRE STORAGE AREA
DATE: OCTOBER 14, 2016
CC: FILE

At the regular scheduled meeting of the Finance Committee on October 18, 2016, the Committee reviewed the lease agreement between the Leisure World Trailer Club and GRF. This action was in accordance with Policy 5115-31, the Finance Committee is charged with:

"...Review and make recommendations to the BOD concerning all income producing leases and management agreements..."

The Committee deliberated on the lease agreement between the Golden Rain Foundation of Seal Beach and the Leisure World Trailer Club that will be expiring on December 31, 2016. Upon due review, the Committee duly moved and approved to recommend to the Board the following:

1. It is the recommendation of the Finance Committee not to renew the existing lease with the Leisure World Trailer Club.
2. It is recommended that the GRF Recreation Department supervise the operation of the storage facility for the mutual benefit of all Shareholder/Members beginning January 1, 2017.
3. The Leisure World Trailer Club will be offered an annual lease, at \$1.00 per year, for the use of a 10' x 20' storage unit within the storage facility.
4. All Shareholder/Members' leases for use of the storage facility will be processed through the applicable department.
5. Policy shall be drafted for the use of the storage facility and presented to the Board at its November meeting.
6. It is further recommended:
 - o Annual space use fee shall be set at \$5 per foot, as measured from bumper to bumper or from hitch to the furthest point of the Recreational Vehicle and/or vehicle used for recreation.
 - o \$50 initial setup fee (Fee includes processing and gate clicker).

- Shareholder/Members who have a current agreement with the Trailer Club will be given first priority in available spaces.
- 7. Any funds collected above operational costs to be used for site improvements.

I move to approve:

1. Not to renew the existing lease with the Leisure World Trailer Club.
2. GRF will commence operations of the Storage site effective January 1, 2017
3. GRF Recreation Department will commence supervision and operation of the storage facility for the mutual benefit of all Shareholder/Members
4. The Finance Committee shall draft and present at the November meeting of the Board, an annual lease agreement between the Leisure World Trailer Club and GRF at an annual lease of \$1.00 per year, for the use of a 10' x 20' storage unit within the storage facility for club use and activities.
5. Policy shall be drafted for the use of the storage facility and presented to the Board at its November meeting to include, but not be limited, to the following:
 - Annual space use fee shall be set at \$5 per foot as measured from bumper to bumper or from hitch to the furthest point of the Recreational Vehicle and/or vehicle used for recreation.
 - \$50 initial setup fee (Fee includes processing and gate clicker).
 - Shareholder/Members who have a current agreement with the Trailer Club will be given first priority in available spaces.
6. Any funds collected above operational costs to be used for site improvements.



BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: FINANCE COMMITTEE
SUBJECT: FUND RECOVERY TRANSFER TO RESERVES
DATE: OCTOBER 18, 2016
CC: FILE

As of September 30, 2016, the Golden Rain Foundation's financial statements report a favorable budget variance of \$670,627. This surplus includes \$298,745 of prior years' income tax refunds received in 2016 of \$128,477 and \$167,771 of year-to-date cost savings of Workers' Compensation insurance premium expenses. Total annual savings in Workers' Compensation premium expenses by year-end is estimated to be \$170,268.

Both elements contributing to the current year surplus were unanticipated prior to the adoption of the 2016 budget. At year end, these two components will contribute an estimated \$298,745 to the total surplus. The remainder of the surplus is made up of typical budget variances.

Following the completion of the 2016 year-end financial audit and contingent upon those results reporting sufficient excess funds exist, the Finance Committee approved the transfer of \$298,745 from operating funds to the replacement reserve fund.

I move to approve the transfer of \$298,745 (representing income tax refunds from prior years received in 2016 and estimated cost savings from a reduction in Workers' Compensation insurance premium expenses) from operational funds to the replacement reserve funds following the completion of the 2016 financial audit and contingent upon those results reporting sufficient excess funds exist.

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MEMO

TO: GOLDEN RAIN FOUNDATION BOARD OF DIRECTORS
FROM: COURTNEY KNAPP, STOCK TRANSFER SUPERVISOR (CK)
SUBJECT: AMEND POLICY 5536.1-33, GATE PASSES
DATE: OCTOBER 14, 2016

At meetings in August and September, the Mutual Administration and Finance Committees have reviewed potential revenue increases in fee rates to offset expenses for services provided by the Stock Transfer Office.

At its meeting on September 27, 2016, the Golden Rain Foundation (GRF) Board of Directors reviewed the suggested changes to Policy 5536.1-33, Gate Passes. After discussion, the Board voted to commit the Policy amendment back to the Mutual Administration Committee for further review.

At its meeting on October 11, 2016, the Mutual Administration Committee duly Moved and Seconded to approve Policy 5536.1-33, Gate Passes as amended.

Established Fees	Policy	Current Fee	Proposed Fee
Extra Guest Pass	5536.1-33, Gate Passes	\$5 each	\$10 each
Inheritor's Service Pass	5536.1-33, Gate Passes	\$5 each	No charge
New Fees	Applicable Policy	Current Fee	Proposed Fee
Replace Lost Caregiver Pass	5536.1-33, Gate Passes	-	\$20 each
Replace Realtor's Service Pass with Photo	5536.1-33, Gate Passes	-	\$25.00 each
Second Replacement of Realtor's Service Pass with Photo	5536.1-33, Gate Passes	-	\$50.00

If the Mutual Administration Committee wishes to proceed with the proposed fee changes, it is suggested the Committee recommend the tentative amendment of Policy 5536.1-33, Gate Passes to the Golden Rain Foundation Board of Directors at its meeting in October, with final adoption scheduled for December.

If amended, the policies and fee changes will go into effect January 1, 2017.

I move to recommend the Board approve the tentative amendment of Policy 5536.1-33, Gate Passes, to reflect that the inherited service pass should be no charge; an increase in fees, amending replacement of Lost Caregiver Passes fee to \$20.00, Realtor pass should include photo, additional

line item for realtor replacement pass fee of \$25.00, duplicating and/or photocopying of passes is prohibited and an additional line item if realtor passes are replaced a second time, there will be a \$50.00 replacement fee, pending a minimum 30-day notification to the membership, and a final decision in December.

GOLDEN RAIN OPERATIONS

BOARD INTERNAL OPERATIONS

Gate Passes

The Executive Director or Mutual Administration Director is authorized to make annual guest passes, quarterly service passes and semiannual caregiver passes available.

Annual Guest Passes

The Executive Director or Mutual Administration Director is authorized to make four (4) annual guest passes available per unit. The annual guest passes are valid for one year and will be mailed with the yearly payment coupon package in December to addresses within Leisure World. Stockholders/condominium owners with outside addresses may obtain their four annual guest passes throughout the year from the Stock Transfer.

The Executive Director or Mutual Administration Director -is authorized to issue up to four (4) additional annual guest passes per unit, which may be obtained from the Stock Transfer Office if the following conditions are met:

1. The stockholder/condominium owner must appear *in person* and show valid identification.
2. A ~~\$5~~ \$140.00 fee will be charged for each additional pass, or when a replacement guest pass is requested.
3. The Mutual and apartment number shall be written on the front of the additional annual guest passes and a record of these annual guest passes will be maintained in the Stock Transfer Office.

The Executive Director and Mutual Administration Director are further authorized to issue additional annual guest passes, as needed, for immediate family members of stockholders/condominium owners. The request must be in writing and shall be reviewed on a case-by-case basis.

(Feb 10)

GOLDEN RAIN OPERATIONS

BOARD INTERNAL OPERATIONS

Gate Passes

Quarterly Service Passes

The Executive Director or Mutual Administration Director is authorized to make quarterly service passes available. The quarterly service passes shall be produced, each in a different color, and shall expire in March, June, September and December of the year in which they are issued.

The Physical Property and Recreation departments shall issue quarterly service passes to contractors and vendors only after they have provided the required licensing, insurance and valid driver's license, as well as a request in writing containing the names of the persons receiving the passes.

The Stock Transfer department shall issue quarterly service passes to legal representatives of shareholders, staff of the Leisure World Health Care Center on Golden Rain Road and Orange County Supportive Services departments, only after they have provided the legal documentation of their authority to act on behalf of a shareholder and a photo ID.

The Stock Transfer department shall issue quarterly service passes with their photo to realtors for a fee of \$10.00, and escrow companies only after they have provided a proper photo ID, as well as a request in writing containing the name of the person receiving the pass.

~~Realtors passes may obtain a replacement pass by going to the Stock Transfer Office in person with a photo ID. A \$25.00 fee is charged for a replacement pass and \$50.00 if lost a second time.~~

A record of these passes will be maintained in the offices from which they were issued.

Caregiver Passes

The Executive Director or Mutual Administration Director is authorized to make semiannual caregiver passes available to those caregivers who have applied for the

(Feb 10)

GOLDEN RAIN OPERATIONS

BOARD INTERNAL OPERATIONS

Gate Passes

caregiver pass in compliance with Mutual Policy 7557, Caregivers.

The semiannual caregiver passes shall be produced in two different colors, with a designation as to the caregiver being a part-time or full-time care provider. Caregiver passes will expire in June and December in the year in which they were issued. Some caregiver passes are issued on a yearly basis, in compliance with a specific mutual's policy.

The caregiver's name and the mutual and apartment number shall be written on the front of the pass. The Stock Transfer Department shall issue all caregiver passes and prepare a monthly report of passes issued.

Caregivers shall wear issued badges and passes at all times while in the community.

~~For loss of Caregiver passes, Shareholders may obtain a replacement pass by going to the Stock Transfer Office in person with a photo ID. A \$20.00 fee is charged for a replacement pass, per occurrence. The Mutual Board of Directors will be notified when a Caregiver pass is lost a second within 24 months of the first loss.~~

Use of Passes

Photocopying of passes is prohibited.

The Executive Committee shall review fees for caregiver and guest passes on an annual basis during the fourth quarter of the year.

Stockholders/condominium owners can notify the Main Gate to admit a guest without an annual guest pass.

Administration is authorized to print annual guest passes and quarterly service passes in the same wallet size as the plastic key cards, with a different colors for each succeeding year so that current passes can be easily identified. Caregiver passes shall be printed and formatted to fit the accompanying badge holder.

After January 31 of each year, staff members are authorized to collect prior year guest (Feb 10)

GOLDEN RAIN OPERATIONS**BOARD INTERNAL OPERATIONS****Gate Passes**

passes when presented by guests at the gate.

Photocopying or duplicating annual guest passes, quarterly service passes or caregiver passes by members or guests is prohibited. Staff members are authorized to collect any counterfeit passes and direct the guest to the Main Gate office to be phoned in by the stockholder/condominium owner. Residents found in violation may lose their privilege to obtain additional passes at the discretion of the Executive Director or Mutual Administration Director.

Policy

Adopted: 18 Oct 77

Effective: 01 Jan 78

Amended: 15 Nov 77

Amended: 21 Jul 81

Amended: 20 Nov 84

Amended: 15 Dec 87

Amended: 20 Apr 93

Amended: 16 May 00

Amended: 20 Feb 01

Amended: 16 Feb 10

Amended: 28 Oct 14

GOLDEN RAIN FOUNDATION
Seal Beach, California

To MAC **October 11**, 2016 (IF IT SHALL PASS EFFECTIVE JANUARY 1 2017)

(Feb 10)



BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE (MW)
SUBJECT: CLUBHOUSE FOUR UPGRADES
DATE: OCTOBER 14, 2016
CC: FILE

At the regular scheduled meeting of the Physical Property Committee on October 10, 2016, the Committee reviewed a list of all improvements required to be completed at Clubhouse Four. The Clubhouse is scheduled to replace components listed in the Reserve Study and make improvements to the Facility starting the second week in January 2017 (exhibits are attached). The Architectural Design Review Committee (ADRC) has reviewed and approved these items for type and color choices. These repairs and replacements are noted as follows:

Item Description	Contractor	Cost	Funding	Current Replacement Cost*	Exhibit
Flooring ID #0701	Bixby Plaza Carpets	\$ 87,364	Reserves		A
Stage carpet ID #0701	Golden State Flooring	\$ 7,945	Reserves	\$ 148,000	B
Recover Wall Dividers ID #0904	HufCor	\$ 16,345	Reserves	\$ 6,000	C
Dais Drapes ID # 0802	S&K Theatrical	\$ 9,221	Reserves	\$ 97,400	D
Paint Interior ID #0303,0305,0306,	Hutton Painting	\$ 22,500	Reserves	\$ 39,850	E
Lobby Furniture ID 0801	(ADRC review)	\$ 5,150	Reserves	\$ 5,150	F
Pedestian Door Openers ID #0401	Estimate	\$ 13,000	Reserves	\$ 3,300	G
Glass front with auto doors	Custom Glass	\$ 16,028	Reserve item	\$ -	H
Stone Veneer	Los Al Builders	\$ 12,750	Capital	\$ -	I
ADA Upgrades	Service Maintenance	\$ 3,000	Capital	\$ -	J
LED Lighting ID #0604	Service Maintenance	\$ 6,400	Capital	\$ -	K
Door replacement (storage)	Service Maintenance	\$ 3,800	Operations	\$ -	L
10% contingency		\$ 20,350			
		\$223,853		\$ 299,700	

*Per Reserve Study Dated 9/16/2016

The Committee discussed the scope of work and cost provided by the various contractors and the Service Maintenance Department. The PPC unanimously agreed with the list of items,

contractors and cost of improvements including a 10% contingency and requested the Finance Committee (FC) review funding.

At its regular scheduled meeting on October 18, 2016, the FC reviewed the availability of funding for this project and concurred funding was available from Reserve, Capital and Operation accounts, as indicated on the list above. The FC also resolved to move forward with the project and send to the GRF Board for approval.

I move that the Board approve the replacements and repairs for Clubhouse Four, as identified on the above list, and authorize the President to sign the applicable contracts, in an amount not to exceed \$223,853 including 10% contingency allowance, funding from Reserve, Capital and Operation accounts, as indicated on the list above.

EXHIBIT A

Forms 4-1

CONTRACTOR LICENSE NO. 347062 TYPE OF LICENSE C-15 10-54

FORM OF PROPOSAL
CLUBHOUSE FOUR FLOORING PROJECT #773-16
AT LEISURE WORLD - SEAL BEACH

P. O. Box 2069
Seal Beach, CA 90740

Gentlemen,

The undersigned proposes to furnish all labor, material, and equipment as required to perform Clubhouse Four Flooring Project #773-16 at Leisure World - Seal Beach, as described in the Request for Proposal dated June 27, 2016.

TOTAL LUMP SUM BID: Seventy Nine Thousand Four Hundred Twenty Two dollars
Written in words

\$ 79,422.
Written in figures

TIME OF COMPLETION:

Contractor proposes and promises to complete all work within 3 weeks (15 days) days of issuance of an effective Notice to Proceed.

DATE: 8-4-15

Proposed By:

FIRM NAME: Bixby Plaza Carpets/Flooring
BY: Carle Bilohi
TITLE: Project Manager
PHONE: (562) 431-8973 EXT 18
(562) 320-7511 Cell

Attachments:

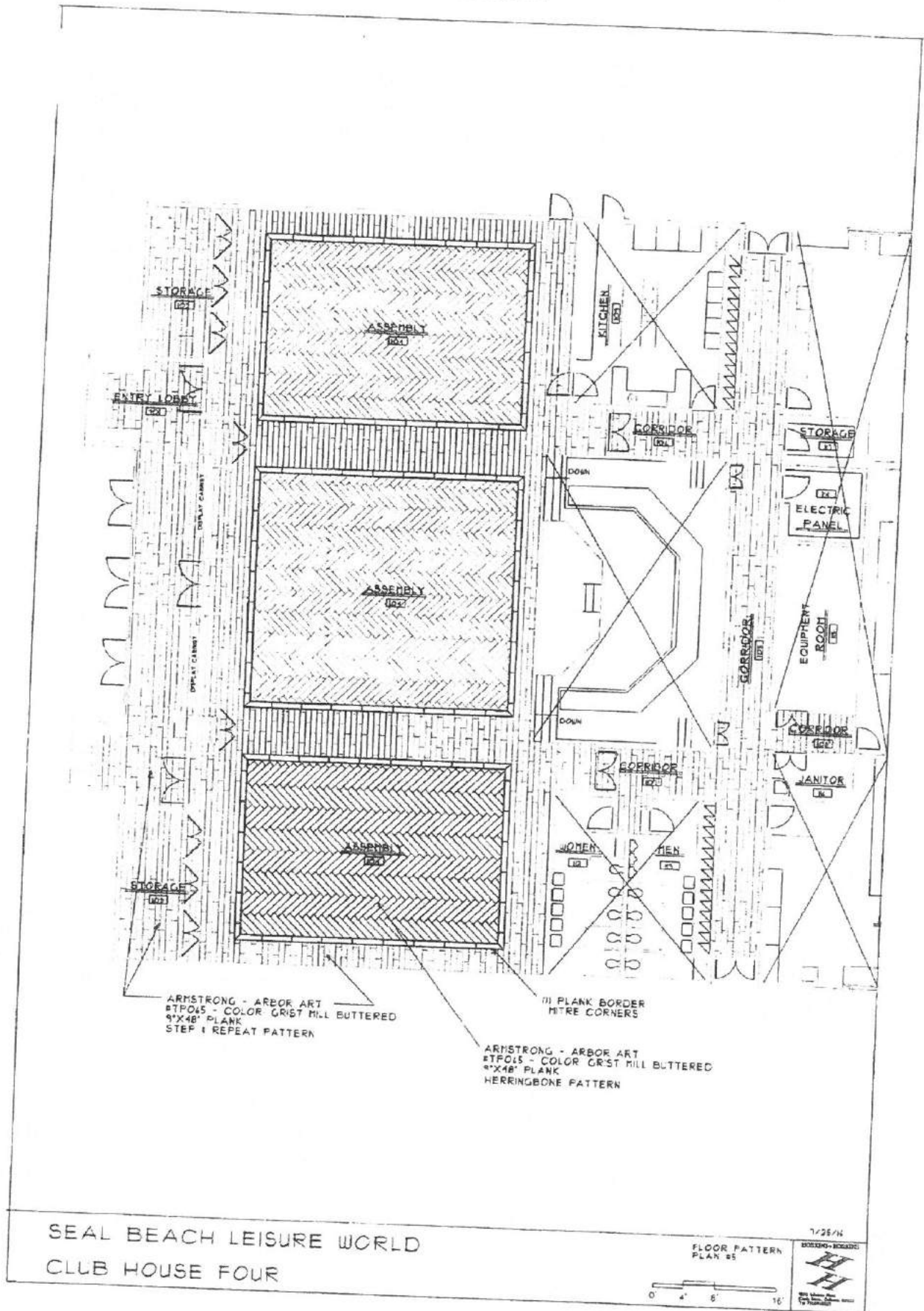
- a) Acknowledgment
- b) Certification Form

June 27, 2016

Clubhouse Four Flooring

Project #773-16

EXHIBIT A



Existing flooring Clubhouse 4



Replace with Armstrong Arbor Art Grist Mill Buttered

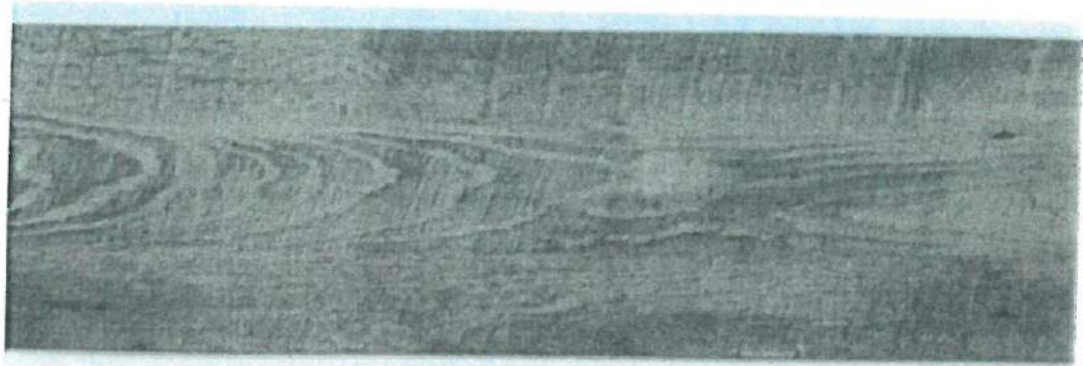




Exhibit B

Proposal

August 23, 2016

Golden Rain Foundation
Attn: George Hurtado

Re: Clubhouse 4 - Stage

Provide and Install the following floor finishes:

Areas Included: Stage

Remove and dispose existing carpet (based on one layer, non-ACM)

Skim coat wood substrate with Ardex Feather Finish as needed

Mannington carpet tile, style Portela, color St. Croix 3411

Provide and install Burke 4" rubber topset base.

Vinyl Nosings at Front of Stage and all Stairs.

Visually Impaired Stripes per Code

TOTAL \$ 7,945.00

Included: Tax, freight.

Excluded: **Repairing or replacing wood subfloor.**
Floor Floating, floor leveling, floor grinding or floor scraping except as noted above.
Containment, Maintenance, Cleaning and Protection of floor finishes.

Sincerely,

Steve Gaydos

Steve Gaydos
Vice President



Proposal

Project Name: Leisure World Seal Beach – Clubhouse 4 Stage
Project Address: Seal Beach Blvd, Seal Beach

Project No.:
Owners Project No.:

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

Contract Amount - \$ 7,945.00 (Seven Thousand Nine Hundred Forty Five and 00/100)

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

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

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

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

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

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

Agreed to and accepted.

Golden State Surfaces, Inc.

Authorized Client Signature

Printed Name

Date

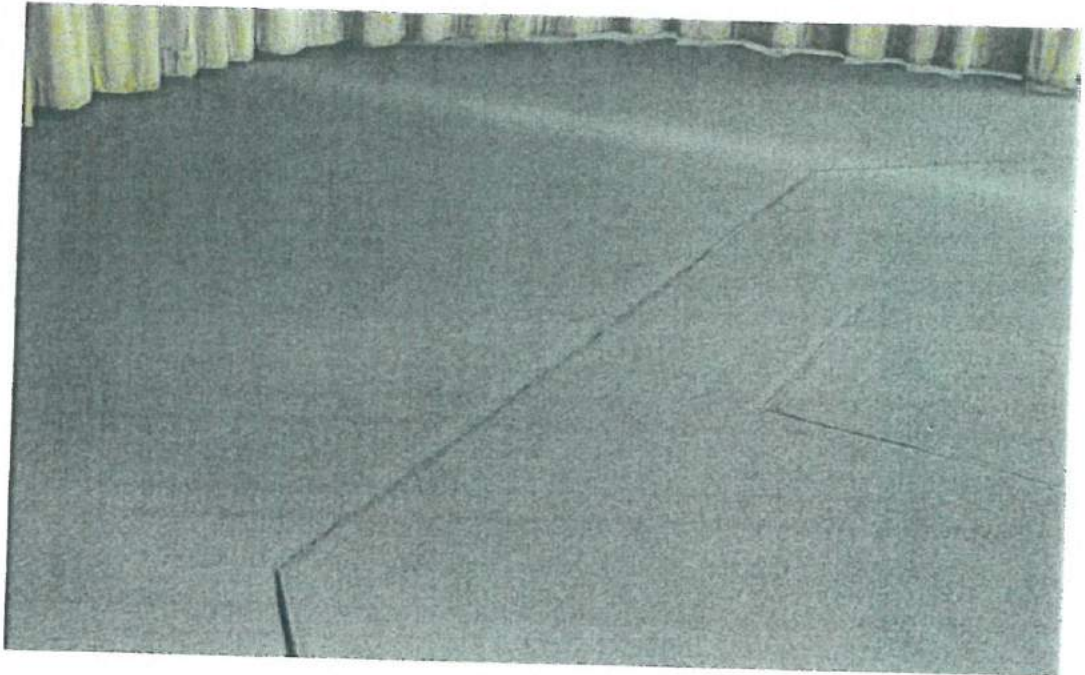
Printed Name

Date

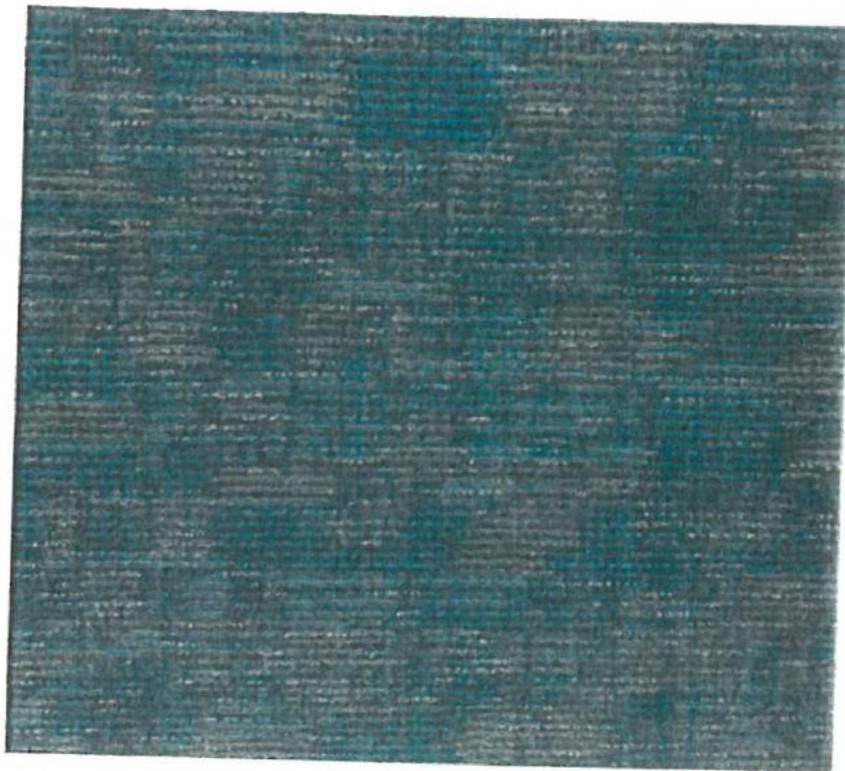
Title

Title

Existing Carpet Stage Clubhouse 4



Replace with Mannington carpet tile Portela St Croix





SERVICE FROM THE COMPANY YOU TRUST FOR OVER 100 YEARS
2380 E. Artesia Blvd. Long Beach CA 90805 Ph: 562-634-3116 Fax: 562-423-1333 www.hufcor.com

PROPOSAL

DATE: December 7, 2015

Proposal # M-50149

PROPOSAL SUBMITTED TO:

Golden Rain Foundation Seal Beach

P.O. Box 2069, Seal Beach, CA 90740

Attn: George Hurtado, GRF Inspector Ph: 562-431-6586 ext. 358 georgeh@lwsb.com

PROJECT: Leisure World Club House # 4

Subject to all terms, conditions and exclusions, we propose the following:

Hufcor Technicians, parts listed below, tools, and equipment to perform the proposed scope on the Hufcor 8500 series hinged panels in the Club House # 4 Rooms. The Hufcor scope of work includes the following:

1. Protect the finished floor where needed.
2. Remove the partition panel hardware accordingly where needed and possible in Hufcor numerical order. Stage hardware in the room in a Hufcor designated area.
3. Remove the existing required top layer of wall covering vinyl off of the existing panel faces.
4. Dispose all trash accordingly off site.
5. Prepare the panel steel faces by creating a smooth enough surface for the application of new primers, adhesives, quick set mud, bondo, and a standard Hufcor new wall covering vinyl material.
6. Purchase and Install approximately 200 yards of standard Hufcor Highland Part # 44-526 color Washed wall covering vinyl.
7. Re-install all required panel hardware that was removed.
8. Adjust the Hufcor 10'-9 3/4" tall grey anodized trimmed Hufcor 8500 series hinged panels for proper vertical alignment and height.
9. Inspect and lube the type 45 adjustable panel/track 4 wheel steel carrier wheels. Tighten the carrier assembly locknuts. Replace any carriers that are damaged.
10. Inspect and adjust the edge actuated top and bottom retractable seals.
11. Inspect, adjust, and repair the lead and trail plastic cylinder/pressure pin drop seal socket assemblies. Install new where damaged.
12. Inspect, adjust, and tighten all aluminum vertical edge trims.
13. Inspect, adjust, and repair all the 3 holed chromed finish panel hinges. Shift and Install new hinges where damaged or missing.
14. Inspect, adjust, and tighten the pass door panels for proper latching where possible. All bent door frames, and damaged custom obsolete pass door components that may be damaged or missing will not be repaired by Hufcor.
15. Clean and lube all the track

Please choose the following Bid Sum options that you would like performed by checking them off below thank you:

Base Bid for the Total Sum of = \$16,345.00 _____

Tax & Freight Included

TERMS: Progressive net 30



SERVICE FROM THE COMPANY YOU TRUST FOR OVER 100 YEARS
2380 E. Artesia Blvd. Long Beach CA 90805 Ph: 562-634-3116 Fax: 562-423-1333 www.hufcor.com

PROPOSAL

DATE: December 7, 2015

Proposal # M-50149

PROPOSAL SUBMITTED TO:

Golden Rain Foundation Seal Beach

P.O. Box 2069, Seal Beach, CA 90740

Attn: George Hurtado, GRF Inspector Ph: 562-431-6586 ext. 358 georgeh@lwsb.com

PROJECT: Leisure World Club House # 4

WARRANTY: For Service, parts, and labor shall be guaranteed per quotation for a period of 120 days after completion. Warranty will be voided due to the abuse of any other operator or contractor performing work on the panels.

Note 1: Hufcor will require complete access to the rooms/walls for approximately up to 5 days up to 10 hours per day to perform the Base Scope.

Note 2: An approximate 15 day lead time may be required if repair parts or wall covering materials are not on hand at the time that this proposal is awarded to Hufcor.

Note 3: Please consider that the possible use of rental **Aerial Equipment**, welding equipment, heat torches, adhesives, water, plaster, primers, bondo, sanders and power tools may be used to perform the scope of work on this proposal. All Holiday Inn facility Fire Sprinklers, Air Circulation Ventilation Systems, Fire/Smoke Alarms, and sensors will have to be monitored and controlled accordingly during the scope by the **Golden Rain Foundation Seal Beach**.

Note 4: Any additional repair parts or services required that are not stated on this proposal will only be provided as part of a new separate proposal at additional costs. The lead time for repair parts will vary. Approval by **Golden Rain Foundation Seal Beach** will be required prior to Hufcor ordering additional parts and labor at any additional costs.

Note 5: Complimentary Onsite Parking, loading, and unloading access will be provided to Hufcor by **Golden Rain Foundation Seal Beach**.

The Equal Employment Opportunity clauses of Executive Order 11246, section 503 of the Rehabilitation Act of 1973, and the Vietnam Era Veterans' Readjustment Assistance Act are hereby incorporated by reference if applicable based on the size of this contract and the work to be performed and/or the goods or services involved. This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

Hufcor Proposal Submitted By: Enrique Diaz, Jr. Service Manager ejdiaz@hufcor.com

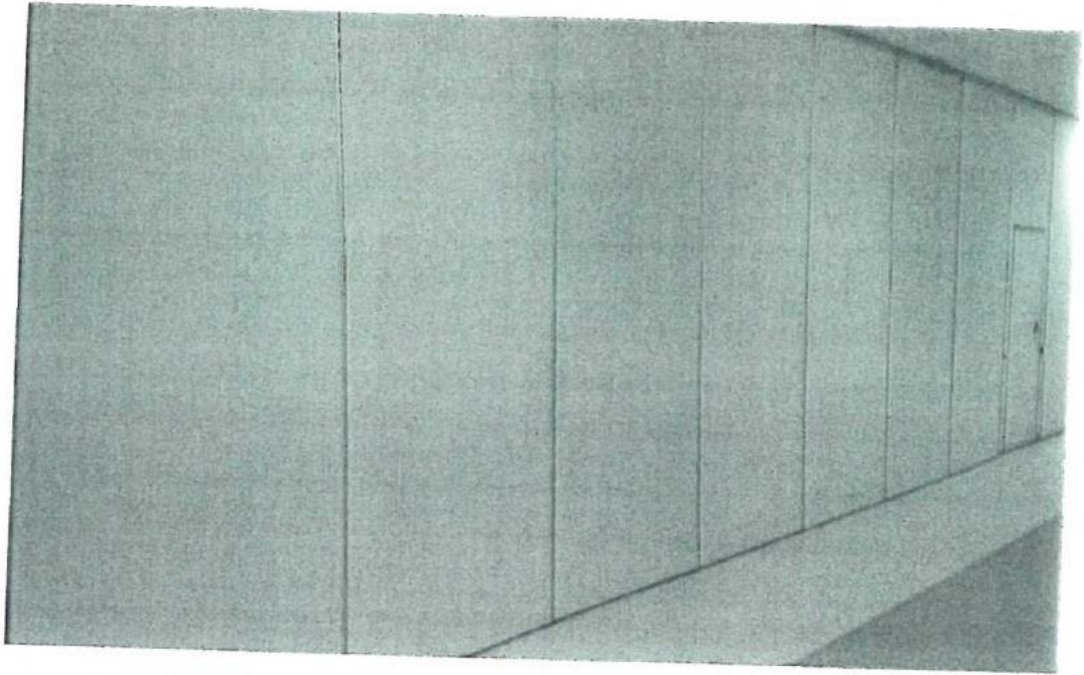
Accepted by: SIGNATURE

PRINT NAME _____

Date: _____ **Date Service Requested:** _____

Customer P.O.# _____

Existing panel doors Clubhouse 4



Recover Existing panel doors Clubhouse 4 with Hufcor Highland color washed



S & K THEATRICAL DRAPERIES, INC.
7313 VARNA AVENUE
NORTH HOLLYWOOD, CA 91605

(800) 341-3165 (818) 503-0596 FAX (818) 503-0599

GOLDEN RAIN FOUNDATION
P.O. BOX 2969

SEAL BEACH CA 90740

PHONE : (562) 431-6586
FAX : (562) 431-5316

ATTENTION: GEORGE
PHONE : (714) 335-7137
FAX : (562) 431-5316

*** QUOTATION ***

QUOTE DATE: 09/02/15

QUOTE NO. : 40079

YOUR JOB : CLUBHOUSE #4

SLS PERSON: DAMIAN SCHMIDT
TERMS : 50% / 50% DUE
SHIP VIA : INSTALLED BY US
(ENTRY:2 09/02/16 11:07A)

I authorize purchase of the items listed below.

Signed: _____ Date : _____
Name : _____ Title: _____

QTY ITEM/DESCRIPTION		UNIT PRICE	NET TOT
		TOTAL	
1	EA BOX PLEAT VALANCE WEBBING ONLY 50% SIZE : (on file in our office) FABRIC: DELFT BLUE VELOUR MEMORABLE FR 25 OZ. COMMENT: MAIN VALANCE DOUBLE SIDED	919.68 919.68	919.68
2	EA BOX PLEAT BI-PART GROMM S-HOOKS 50% SIZE : (on file in our office) FABRIC: DELFT BLUE VELOUR MEMORABLE FR 25 OZ. COMMENT: MAIN CURTAIN	2687.93 5375.86	5375.86
2	EA BOX PLEAT VALANCE WEBBING ONLY 50% SIZE : (on file in our office) FABRIC: DELFT BLUE VELOUR MEMORABLE FR 25 OZ. COMMENT: SIDE VALANCES DOUBLE SIDED	140.52 281.04	281.04
1	ITEM : INS INSTALLATION CHARGE COMMENT: *OPEN UP WOODEN SOFFIT TO TAKE DOWN EXISTING CURTAIN VALANCES *INSTALL NEW VALANCE CURTAINS. *RE-ASSEMBLE WOODEN SOFFIT. *HANG TRAVELER CURTAINS. *HAUL AWAY OLD CURTAINS.	1780.00 1780.00	1780.00

*** QUOTATION ***

09/02/15

PREPARED FOR: GEORGE
PROJECT NAME: CLUBHOUSE #4

PAGE 2
S&K QUOTE NO. 40079

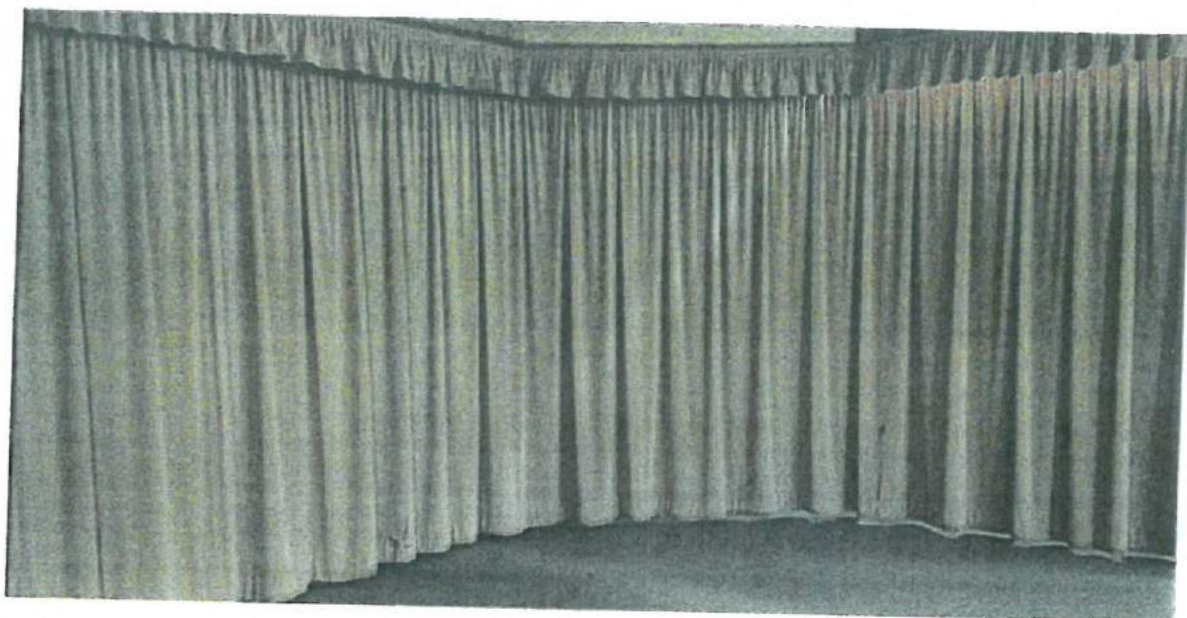
(ENTRY:2 09/02/16 11:07A)

QTY ITEM/DESCRIPTION		UNIT PRICE	
		TOTAL	NET TOT
1	ITEM : ITEM	250.00	
	SEAL BEACH BUSINESS LICENSE/INSURANCE	250.00	250.00
1	EA ITEM : FREE CERT	0.00	
	FREE DRAPERY FLAME CERTIFICATE	0.00	0.00
COMMENT: CURTAIN WILL HAVE AFFIXED TAG STATING FIRE RETARDANCY, FABRIC REGISTRATION NUMBER, SIZES, FABRIC TYPE, ORDER NUMBER & DATE OF MANUFACTURE.			

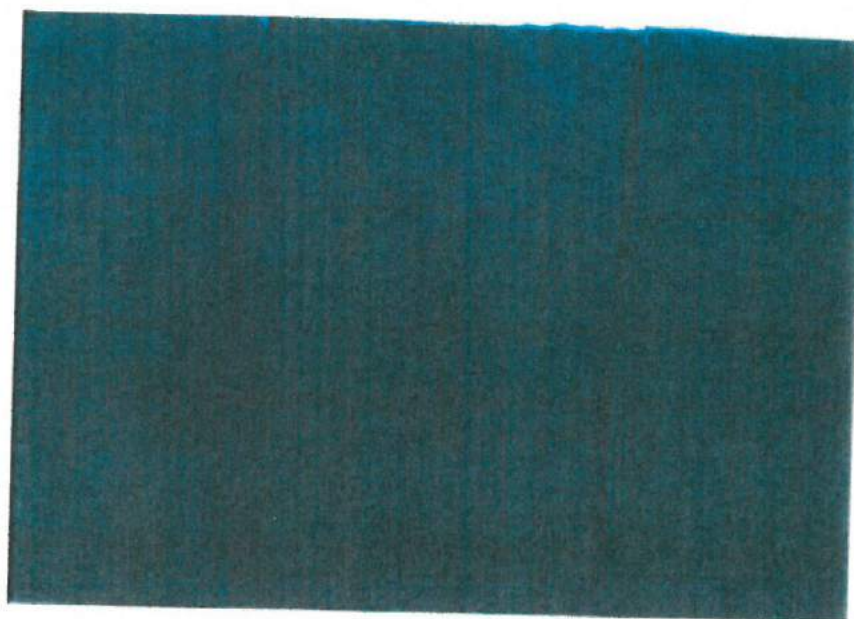
This quotation/Order does not include any applicable
Any material/work other than listed above is extra. S&K
is not responsible for items not listed on this quote.
All quoted prices are valid for 60 days from quote date.
Please refer to quote/order number on all correspondence.
Visit our website for terms and conditions of sale:
http://www.sktheatricaldraperies.com/terms_and_conditions

SUBTOTAL : 8606.58
SALES TAX : 614.38
TOTAL : 9220.96

Existing Curtains at Dais



Replace Delft Blue double sided





"The Homeowner's Choice"

(714) 779-7171

P.O. Box 204
Yorba Linda, CA 92885
FAX: (714) 779-0080
State Contractor's License No. 605263

Golden Rains Clubhouse 4 Interior Painting Agreement

September 9, 2016

Requested By:
George Hurtado
Physical Property Office
P.O. Box 2069
Seal Beach, CA 90740

Submitted For:
Clubhouse 4 Interior
Project #777-16
1419 Northwood Rd.
Seal Beach, CA 90740

Scope of Work: Prepare and paint interior of clubhouse 4 as specified.

Project Leadership: English speaking lead man will be on the project at all times and is available by cellular phone. Skilled, experienced craftsmen employed by HUTTON PAINTING will perform all work. No sub-contractors will be used. All employees are issued company shirts for easy identification.

Wall Preparation: Interior walls will be cleaned, dusted and sanded where necessary. All holes and cracks will be filled.

Colors: Similar to existing or one coat coverable colors.

Lightweight Tarps: Lightweight canvas tarps will be used.

Completion Time: This project will take approximately 10 working days to complete.

Products: All products used will be in accordance with the Vista Paint specifications Dated 11/13/15 LW Clubhouse 4.

9/9/16 Golden Rains



"The Homeowner's Choice"

(714) 779-7171

P.O. Box 204
Yorba Linda, CA 92885

FAX: (714) 779-0080

State Contractor's License No. 605263

Golden Rains Clubhouse 4 Interior Painting Agreement

Price and Acceptance: To prepare and paint as specified:

<u>Items</u>	<u>Price</u>
Interior of Clubhouse 4 as specified with the inclusion to <u>Full-Prime all oil surfaces.</u>	\$22,500.00
Hourly rate for extra work (if needed) after completion.	\$40/hr. per man (plus materials if needed)

HUTTON PAINTING

By _____

Acceptance: The above initialed price and agreement is satisfactory and acceptable. The contractor is authorized to do the work as specified.

Association Representative

Date

Association Representative

Date

Contractor shall furnish all stains, paints, labor, tools, equipment, insurance and all other necessary supplies to perform a complete job as specified.

Safety shall be of the utmost importance during the progress of the work. The Contractor will take all steps to safeguard persons during the times that they are on the project.

The Management is provided with insurance certification for general liability and worker's compensation.

Payment Schedule: Upon completion.

Warranty: Hutton Painting will perform touch-ups on the warranted areas for the life of the warranty at no charge. Our warranty is limited to the paint flaking and peeling for the following time periods: interior walls for five years. Areas not included in our warranty are termite and dry rot areas, work or damage done by others and repair work.

9/9/16 Golden Rains



"The Homeowner's Choice"

(714) 779-7171

P.O. Box 204
Yorba Linda, CA 92885
FAX: (714) 779-0080

State Contractor's License No. 605263

Golden Rains Clubhouse 4 Interior Painting Agreement

September 9, 2016

Requested By:
George Hurtado
Physical Property Office
P.O. Box 2069
Seal Beach, CA 90740

Submitted For:
Clubhouse 4 Interior
Project #777-16
1419 Northwood Rd.
Seal Beach, CA 90740

Scope of Work: Prepare and paint interior of clubhouse 4 as specified.

Project Leadership: English speaking lead man will be on the project at all times and is available by cellular phone. Skilled, experienced craftsmen employed by HUTTON PAINTING will perform all work. No sub-contractors will be used. All employees are issued company shirts for easy identification.

Wall Preparation: Interior walls will be cleaned, dusted and sanded where necessary. All holes and cracks will be filled.

Colors: Similar to existing or one coat coverable colors.

Lightweight Tarps: Lightweight canvas tarps will be used.

Completion Time: This project will take approximately 10 working days to complete.

Products: All products used will be in accordance with the Vista Paint specifications Dated 11/13/15 LW Clubhouse 4.

9/9/16 Golden Rains



"The Homeowner's Choice"

(714) 779-7171

P.O. Box 204
Yorba Linda, CA 92885

FAX: (714) 779-0080

State Contractor's License No. 605263

Golden Rains Clubhouse 4 Interior Painting Agreement

Price and Acceptance: To prepare and paint as specified:

<u>Items</u>	<u>Price</u>
Interior of Clubhouse 4 as specified with the inclusion to <u>Full-Prime all oil surfaces.</u>	\$22,500.00
Hourly rate for extra work (if needed) after completion.	\$40/hr. per man (plus materials if needed)

HUTTON PAINTING

By _____

Acceptance: The above initialed price and agreement is satisfactory and acceptable.
The contractor is authorized to do the work as specified.

Association Representative

Date

Association Representative

Date

Contractor shall furnish all stains, paints, labor, tools, equipment, insurance and all other necessary supplies to perform a complete job as specified.

Safety shall be of the utmost importance during the progress of the work. The Contractor will take all steps to safeguard persons during the times that they are on the project.

The Management is provided with insurance certification for general liability and worker's compensation.

Payment Schedule: Upon completion.

Warranty: Hutton Painting will perform touch-ups on the warranted areas for the life of the warranty at no charge. Our warranty is limited to the paint flaking and peeling for the following time periods: interior walls for five years. Areas not included in our warranty are termite and dry rot areas, work or damage done by others and repair work.

9/9/16 Golden Rains

The color Barley Dawn will be used for the walls and doors, trim and door casing will be dark brown.

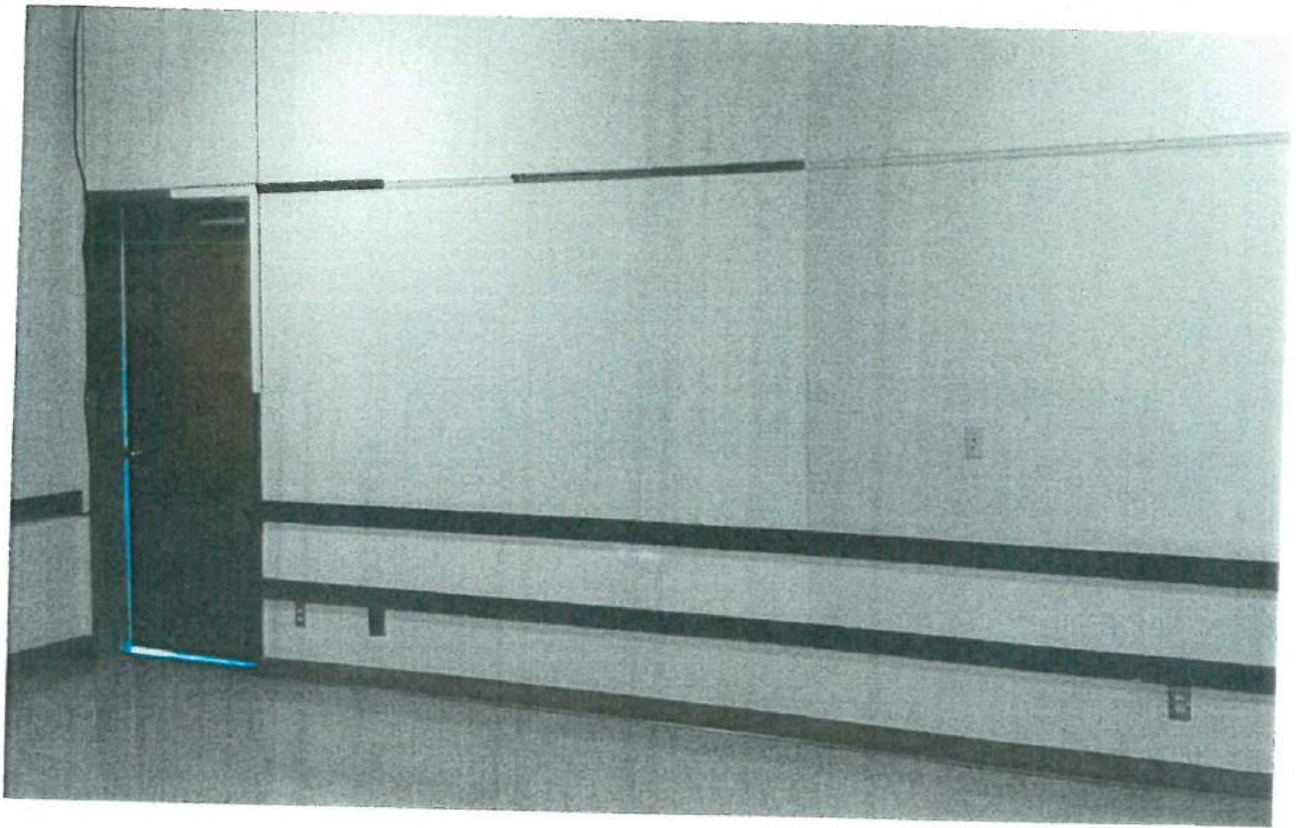
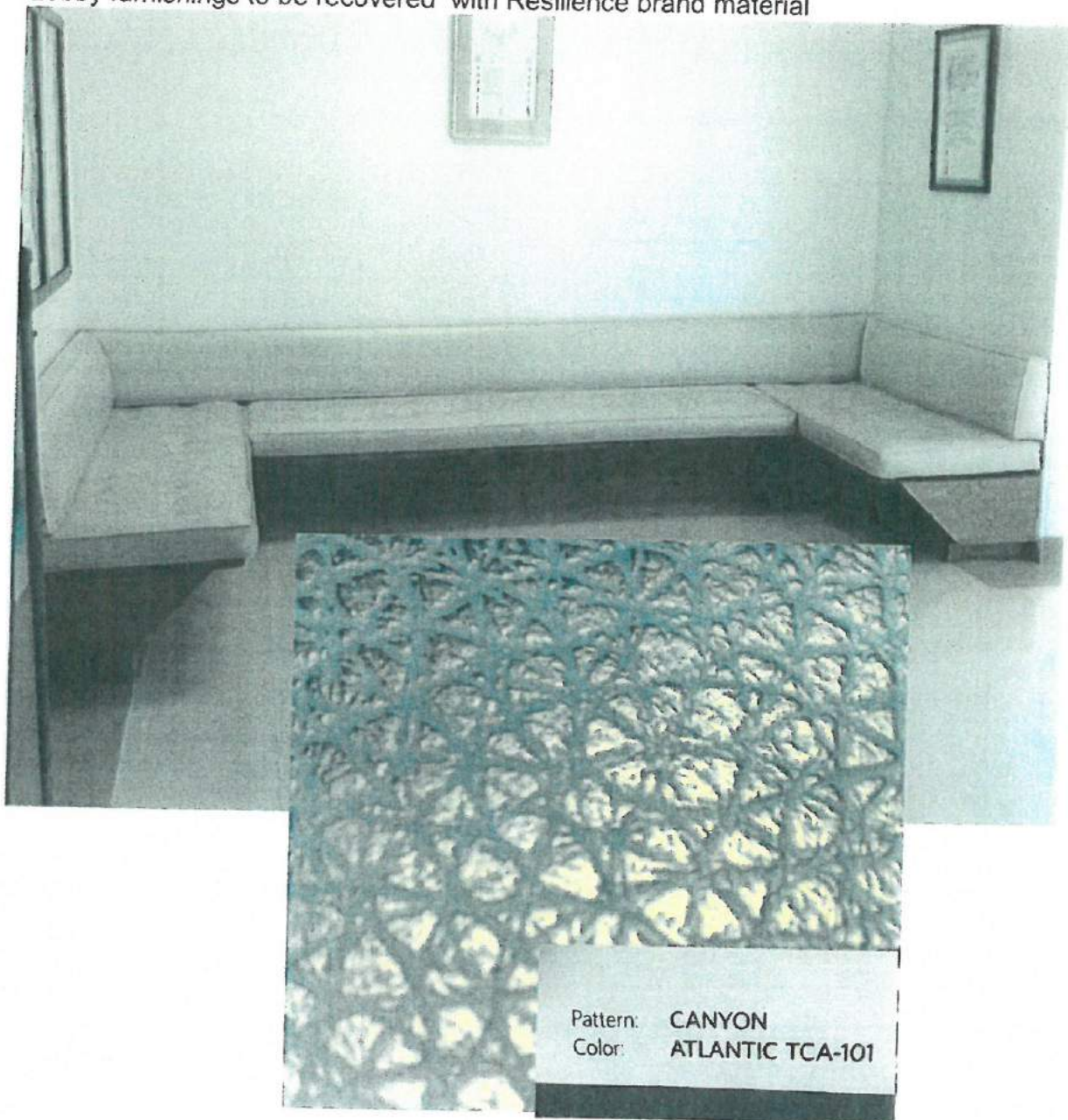


Exhibit F

Lobby furnishings to be recovered with Resilience brand material



Automatic Door Equipment Proposal

Date: October 12, 2016
Quote No.: 6715-16-DC

To: George Hurtado
Golden Rain Foundation
P.O. Box 2069
Seal Beach, CA 90740

Phone: (562) 431-6586

Cell:

Email: georgeh@lwsb.com

Page: 1 of 3

Project Ref: Clubhouse 4

Front Entry Doors

Wage Rate: Standard Labor Rates

Terms: Negotiable

Quote Valid: 30 Days

Lead-Time: 6-8 Weeks from Receipt of Approvals

Addendums Noted: None

Capitol Builders Hardware, Inc. dba Capitol Door Service is pleased to submit this proposal to furnish and install the following equipment based upon the terms and conditions stated below:

INCLUSIONS:

2 Each Horton 2000 Profiler Series Automatic Sliding Door

Configuration: P-SX-SX-P Finish: 313R1 Dark Bronze Anodized Size: 160" X 90" (To Top of Header)

Activation: BEA Ixio Motion Sensor Safety: Dual Safety Beams

Automatic door equipment to include the following:

- Horton 2000B Profiler Series automatic bi-parting sliding door with surface mount installation
- Narrow stile door panels with 10" bottom rails
- C2300 Recessed panic hardware with fail-secure autolock and exterior jamb mounted momentary contact key switch (excludes cylinders)
- C3725-1 4-Position (function) key switch
- 1/2" X 10" Full saddle threshold with standard dark bronze finish
- Includes removal and disposal of one automatic bi-parting sliding door and one pair of narrow stile storefront doors (jambs/frames to remain), freight, standard submittal drawings, installation and sales tax

Note: Demo and installation of each opening to take place at same time.

Date: October 12, 2016
Quote No.: 6715-16-DC
Page: 2 of 3
Project Reference: Clubhouse 4
Front Entry Doors

EXCLUSIONS:

Preparation/repairs of the opening, adjacent storefront and related glass, custom finishes, structural support, transoms, custom sealants, battery backup, power supplies, battery backups, power transfers, cylinders, access control devices, guide rails, 110v power run, conduit run, high/low voltage wire pull, all wire and termination to power supplies and electrified locking hardware are excluded by Capitol Door Service and are to be provided by others prior to installation of automatic door hardware, temporary guard services and/or barricades during demolition and installation, temporary signage and pedestrian traffic management, brake metal, painted finishes, powder coat finishes, concrete work, cosmetic repairs to opening, additional parts and/or repair or replacement of material damaged by others, sealing off opening prior to actual installation, union labor (unless otherwise noted), OCIP/CCIP insurance participation, overtime, payment and performance bonds, escalation, permits, and test reports. Anything not specifically noted under inclusions above is excluded. All work is to be performed during normal business hours. Anything not specifically included under Section titled "Inclusions" is excluded from this contract. This work will not include the payment of prevailing wages or require the submission of certified payroll reports.

QUALIFICATIONS:

All pricing is based on job walk, no architectural plans and/or specifications were provided at time of bid. Should project requirements change, please contact Capitol Door Service for updated pricing.

WARRANTY:

One-year limited parts and labor warranty to commence upon date of substantial completion. This warranty does not include damage or failure arising from wear and tear, corrosion, modifications made by others, repairs or alterations by a party other than Capitol Door Service, vandalism, neglect, or improper use or service by others.

PAYMENT:

Customer shall pay Capitol Door Service the sum of \$21,913.00 to furnish the labor and/or materials described under Inclusions above. Payment is due 30 days after customers receipt of invoice from Capitol Door Service. Interest will accrue thereafter at the rate of 10% per annum.)

DELIVERY AND PERFORMANCE:

Delivery and completion dates are approximate and are not guaranteed. Lead-times provided are current at time of bid and are subject to change dependent upon receipt of approved submittals and current production schedules. Capitol Door Service is not responsible for any delays resulting from late delivery of equipment or products from manufacturers and/or distributors. In no event will Capitol Door Service be liable or responsible for any damages or expenses resulting from delay in performance by Capitol Door Service.

ATTORNEY FEES AND COSTS:

In the event of any dispute or litigation arising out of this Agreement, the prevailing party will be entitled to recover all reasonable attorney fees and costs, including any expert fees incurred in connection therewith.

LIMITATION OF LIABILITY:

In no event shall Capitol Door Service be liable for any special, incidental, indirect, consequential or punitive or exemplary damages including, but not limited to business interruption, lost data, lost revenue, lost profits or other such damages even if reasonably foreseeable, regardless of whether the cause of action is based on contract, negligence, tort, warranty, strict liability or product liability.

CAPITOL DOOR SERVICE Southern California - A Division of Capitol Builders Hardware, Inc.
8733 Monroe Court · Rancho Cucamonga, CA 91730 · Phone: 909-484-3401 · Fax 909-484-3650 · Toll Free: 1-888-637-3667

CAPITOL DOOR

AUTOMATION AND SECURITY

Date: October 12, 2016
Quote No.: 6715-16-DC
Page: 3 of 3
Project Reference: Clubhouse 4
Front Entry Doors

APPLICABLE LAW:

This agreement is made and shall be interpreted and enforced in accordance with the laws of the State of California. Capitol Door Service and Customer, by executing this proposal, agree to the terms and conditions set forth herein and agree and understand that this proposal is enforceable and binding upon the parties.

CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS STATE LICENSE BOARD WHICH HAS JURISDICTION TO INVESTIGATE COMPLAINTS AGAINST CONTRACTORS. IF A COMPLAINT REGARDING A PATENT ACT OR OMISSION IS FILED WITHIN FOUR YEARS OF THE ALLEGED VIOLATION. A COMPLAINT REGARDING A LATENT ACT OR OMISSION PERTAINING TO STRUCTURAL DEFECTS MUST BE FILED WITHIN 10 YEARS OF THE DATE OF THE ALLEGED VIOLATION. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR, CONTRACTOR'S STATE LICENSE BOARD, PO BOX 26000, SACRAMENTO, CALIFORNIA 95826.

Proposal Amount: \$ 21,913.00

Respectfully Submitted By:

Doug Cutts
Territory Sales Manager
(909) 229-7272
doug_cutts@capitoldoors.com

Date: _____

Date: _____

CAPITOL DOOR SERVICE

By: _____

Name: _____

Title: _____

License No.: 969702

DIR No.: 1000002097

Golden Rain Foundation

(Name of Individual or Entity)

By: _____

Name: _____

Title: _____

CAPITOL DOOR SERVICE Southern California - A Division of Capitol Builders Hardware, Inc.
8733 Monroe Court · Rancho Cucamonga, CA 91730 · Phone: 909-484-3401 · Fax 909-484-3650 · Toll Free: 1-888-637-3667



4242 Baldwin Boulevard
Corpus Christi, Texas 78405
P - (800) 531-3111
F - (800) 531-3108
www.hortondoors.com

CAPITOLDOORS
AUTOMATIC AND SECURITY

8733 Monroe Court
Rancho Cucamonga, CA 91730
(909) 484-3401 - Phone
(909) 484-3650 - Fax
www.capitoldoors.com

ARCHITECTURAL DETAILS

AUTOMATIC COMMERCIAL SLIDE DOORS

Profiler® Series 2000B Elite Belt Drive

A1.10

Type: 110 Biparting P-SX-SX-P Surface Applied July 11

Standard Packages

Unit Width	Slide Opening	Wall Opening Width	Slide Panel Width
8'-0" (2438)	3'-0" (914)	3'-7" (1092)	2'-0" (610)
9'-0" (2743)	3'-6" (1067)	4'-1" (1245)	2'-3" (686)
10'-0" (3048)	4'-0" (1219)	4'-7" (1397)	2'-6" (762)
12'-0" (3658)	5'-0" (1524)	5'-7" (1702)	3'-0" (914)
14'-0" (4267)	6'-0" (1829)	6'-7" (1829)	3'-6" (1067)
16'-0" (4877)	7'-0" (2134)	7'-7" (2311)	4'-0" (1219)

Unit Height: 7'-6" (2286) Anodized Finish: Clear or Dark Bronze
Glazing: Standard unit prep'd for 1/4" (6) glass. Glass by others.
Threshold: 1/2" (13) tall x 4" (102) wide (See page A6.3).

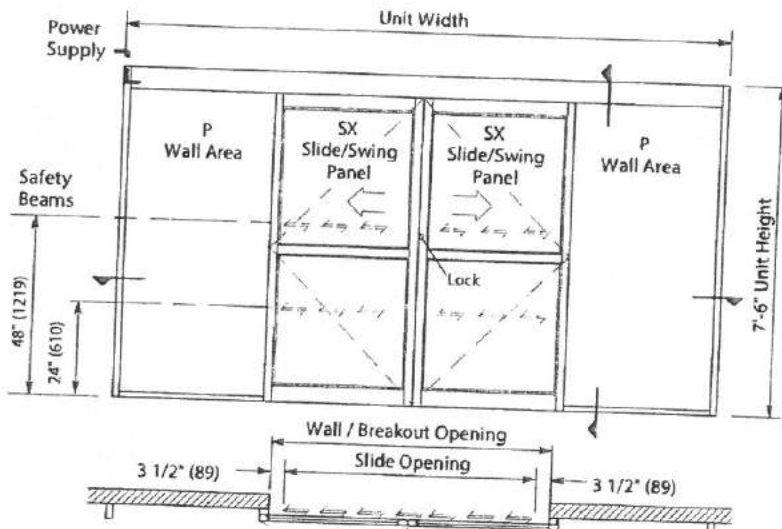
Options

- Custom unit widths between 8'-0" & 16'-0".
- Custom unit height to 8'-6".
- Custom mid-rails, bottom rails and jambs.
- Medium or wide stile construction (slide opening will be reduced).
- Custom anodized or paint finish or stainless steel cladding.

See details for options starting on p. A5.0. and Architectural Specifications on p. A6.7.

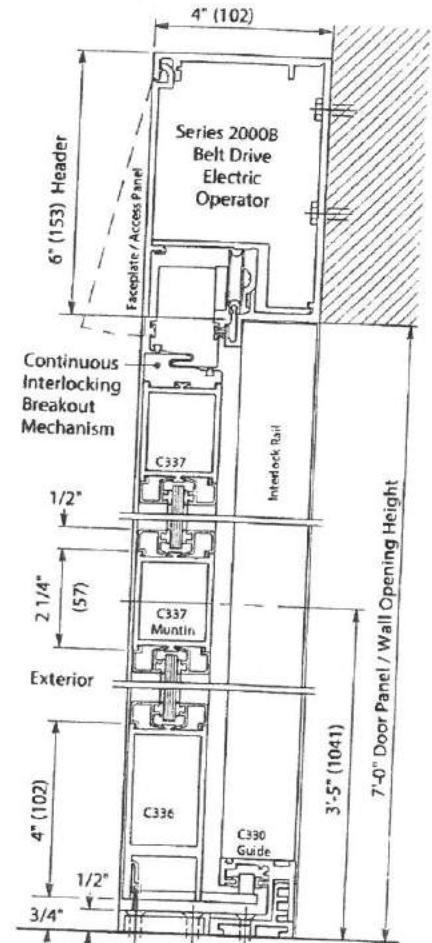
Installation and Operation

- Door unit is surface mounted onto interior of finished wall. Finish floor not to exceed 1/4" out of level. (See page A.3)
- Electrical: Provide 120 VAC, 60 cycle, single phase, 15 amp service (in conduit) to each unit on dedicated 20 amp circuit breaker routed to header. Maximum current draw is 3.15 amps.
- Door actuated with motion sensor mounted over door opening at interior and exterior for detection of traffic in each direction. Door closes after time delay expires. (See page A.4)
- Manual Locking: Exterior keylock and interior thumbturn provided at RH vertical strike rail. (Optional fail-safe or fail-secure autolock)

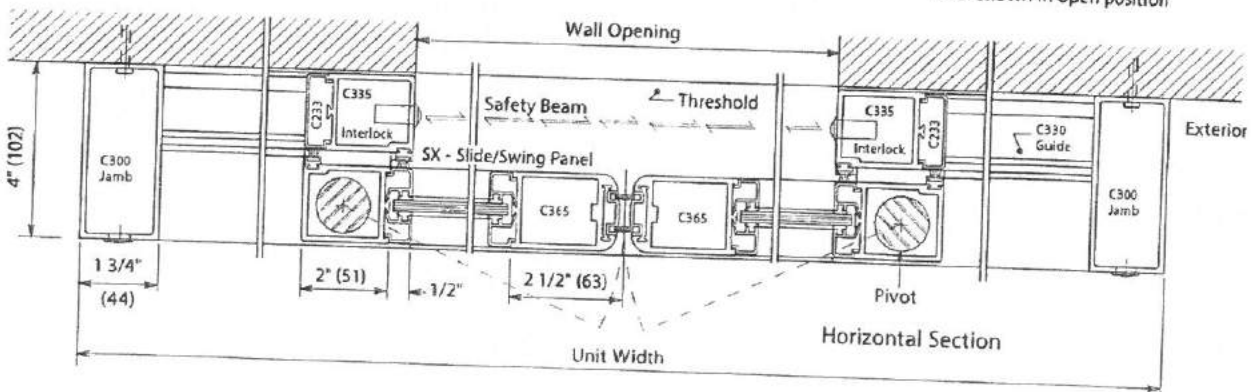


SX panels can breakout 90° from any position of slide movement with max. 50 lbf. of force at lock stile.

Exterior Elevation and Floor Plan



Vertical Section
Door shown in open position



Horizontal Section

Custom Glass

10541 Chestnut St.
Los Alamitos, Ca. 90720
(562) 431-4740 Fax (562) 431-1076

Exhibit H

DATE	ESTIMATE...
10/6/2016	11485

NAME / ADDRESS
Golden Rain Foundation Seal Beach Leisure World P O Box 3519 Seal Beach, Ca. 90740

			PROJECT
QTY	DESCRIPTION	COST	TOTAL
	Remove & Replace existing storefront system at South Entry of Club House 4 1 3/4 x 4 Dark Bronze Anodized, 1/4" Glazing Storefront System Same basic configuration required due to load bearing structural support New Storefront Includes: Dark bronze metal w/ 10" bottom bulk head. (2) Single pivoting narrow style doors w/ rim panic devices, overhead concealed closers, 10" bottom rails, thresholds, key cylinders. Choice of Bronze or Gray tinted tempered glass. Necessary Brake Metal to wrap exposed existing wood support posts. ***AUTOMATIC DOORS NOT INCLUDED IN PRICE*** Coordinate with automatic door supplier for installation ***PRICE INCLUDES ALL MATERIAL TAX & LABOR***	16,028.00	16,028.00
TOTAL			

10541 Chestnut St.
Los Alamitos, Ca. 90720
(562) 431-4740 Fax (562) 431-1076

DATE	ESTIMATE...
10/6/2016	11485

NAME / ADDRESS
Golden Rain Foundation Seal Beach Leisure World P O Box 3519 Seal Beach, Ca. 90740

			PROJECT
QTY	DESCRIPTION	COST	TOTAL
	DOES NOT INCLUDE ANY PERMITS OR DRAWINGS		
		TOTAL	\$16,028.00

Exhibit G&H

Existing Frame and glass to be removed and replaced with automatic door. Frame Dark Bronze with tinted glass





Proposal

Date: 9/28/2016

Customer: Leisure World
Clubhouse 4
Seal Beach, CA 90740

SCOPE OF WORK:

- Demo (2) display cases in lobby
- Frame in display case openings & cover with drywall
- Provide & Install "Norwich Drystack – Misty Morning" Faux panels per manufacturers procedures (approximately 162 square feet)
- Provide & Install "Norwich Drystack – Misty Morning" Faux panels per manufacturers procedures over existing wood veneered sections behind stage (approximately 160 square feet)

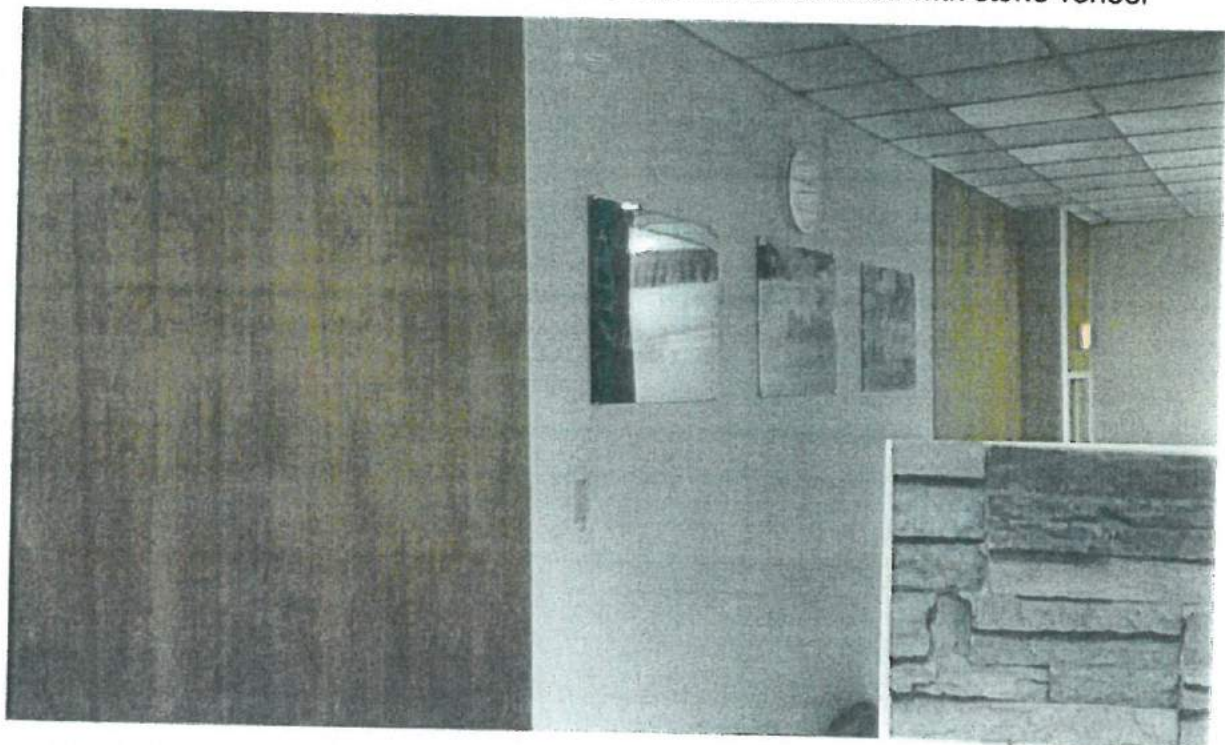
Total: \$12,750

This quote does not include: permits, paint, or electrical work. Failure to pay within 14 days of completion will result in a finance charge of 1% per month on the outstanding balance

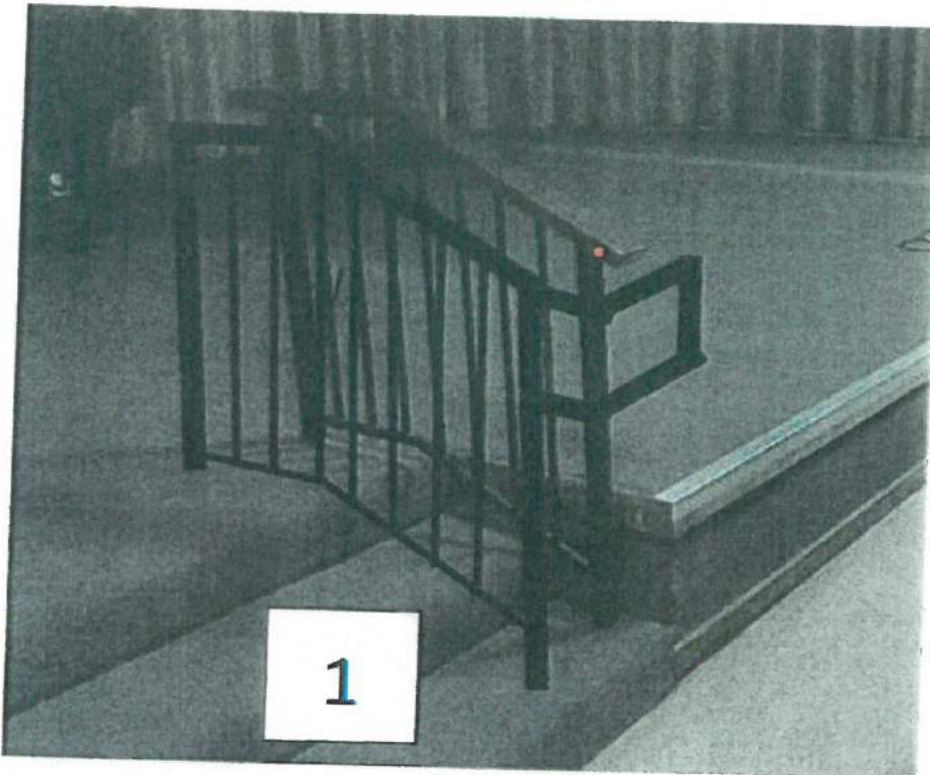
The two display cabinets will be covered with stone veneer



The two wood panels behind the Dais will be covered with stone veneer



Railing to be modified for ADA compliance



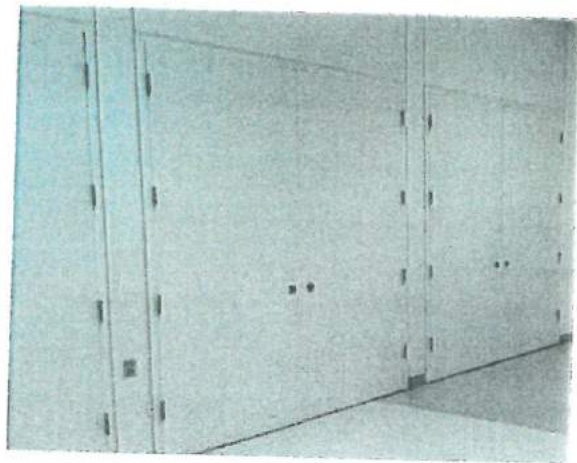
Offset hinges will be installed increasing egress and be ADA compliance



Exhibit K
Existing lighting in the main assembly and lobby to replaced with new LED



Exhibit L
Wardrobe type storage doors to be replace to match other storage door (left)



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BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE (MW)
SUBJECT: CLUBHOUSE THREE HEAT PUMP
DATE: OCTOBER 10, 2016
CC: FILE

At the regular scheduled meeting of the Physical Property Committee, on October 10, 2016, the Committee reviewed quotes from three contractors to replace the Heat Pump at the Video Producers Room. The costs are as follows:

Yes Remodeling and Maintenance	\$6,893
Alpine Heating and Air	\$5,400
Greenwood Heating and Air	\$4,800

The PPC unanimously agreed to award a contract to Greenwood Heating and Air, for a cost not to exceed \$4,800, to replace the heat pump in the Video Producers Room, asset ID # 0403 and #0404, funding from Reserves and to forward this request to the GRF Board for approval.

Ceiling Unit



Condenser Unit



I move to award a contract to Greenwood Heating and Air, for a cost not to exceed \$4,800, to replace the heat pump in the Video Producers Room, asset ID # 0403 and 0404, funding from Reserves and authorize the President to sign the contract.

GREENWOOD

HEATING & AIR INC.

8940 Electric St. Cypress Ca 90630

714-821-7070 fax 714-821-0338

Estimate

Date	Estimate No.
07/08/16	1466

Customer		Job Address	
Golden Rain Foundation P.O. Box 2069 Seal Beach, CA 90740		Club House #3 Video Producers Rm	
E-mail Address		Estimator	Phone
Dennell		Dennell	562-431-6586 x352
Item	Description	Total	
	<p>Estimate to remove and replace one (1) existing ceiling mounted heat pump to include the following:</p> <ul style="list-style-type: none"> - Remove one (1) existing 2-ton Mitsubishi ceiling mounted unit and dispose of properly. - Install new 2-ton Fujitsu heat pump model #24RCLX. - Install new copper lineset. - Install one (1) new 2-ton Fujitsu 4-way ceiling mounted cassette system with new heat pump model #24RCLX. - Wire in UTB-UUB remote on wall. - Install new 60 AMP disconnect. - Start up system and check for proper operations. 		
Total	Cost Labor and Materials	4,800.00	
10% Deposit. 80% Upon Job Completion. 10% Upon Final Inspection.			Total \$4,800.00

BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTIES COMMITTEE (MW)
SUBJECT: ADDITION OF SIDEWALK AT MEDICAL BUILDING TO CONFERENCE RM B
DATE: OCTOBER 12, 2016
CC: FILE

At its regular scheduled meeting on October 10, 2016, the Physical Property Committee (PPC) reviewed a request to install a sidewalk with railings adjacent to the Medical Building, next to the alley within the current planter area. It was the Committee's impression that a new walkway is needed due to the increase of foot traffic to Conference Room B, located in Building 5.

The Committee discussed the scope of work and cost provided by MJ Jurado, \$27,250 (Exhibit A). The PPC unanimously agreed to have MJ Jurado conduct this non-budgeted work, for a cost not to exceed \$30,000.



At its regular scheduled meeting on October 18, 2016, the Finance Committee reviewed the availability of Capital funds and determined funds are available to move forward with this project.

I move to award a contract to MJ Jurado, to construct a walk way the length of the Medical Building, adjacent to the alley, within the current planter area, for a cost not to exceed \$30,000, funding from Capital and authorize the President sign the contract.

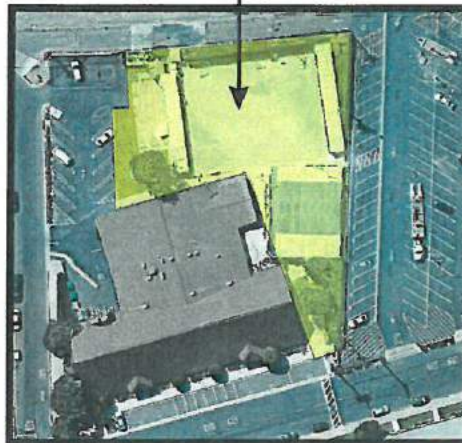
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BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: PHYSICAL PROPERTY COMMITTEE
SUBJECT: OUTDOOR MULTI-USE AREA CLUBHOUSE TWO
DATE: OCTOBER 12, 2016
CC: FILE

At the regular scheduled meeting of the Physical Property Committee (PPC) on October 10, 2016, the Committee reviewed proposals from Mission Landscape Architecture, \$13,750, and Bright View Design Group, \$10,500, to develop design concepts for a new outdoor amenities (multi use court and picnic area, Exhibit A) at the current lawn bowling court, shuffle board court and garden space behind Clubhouse Two.

Area for design services



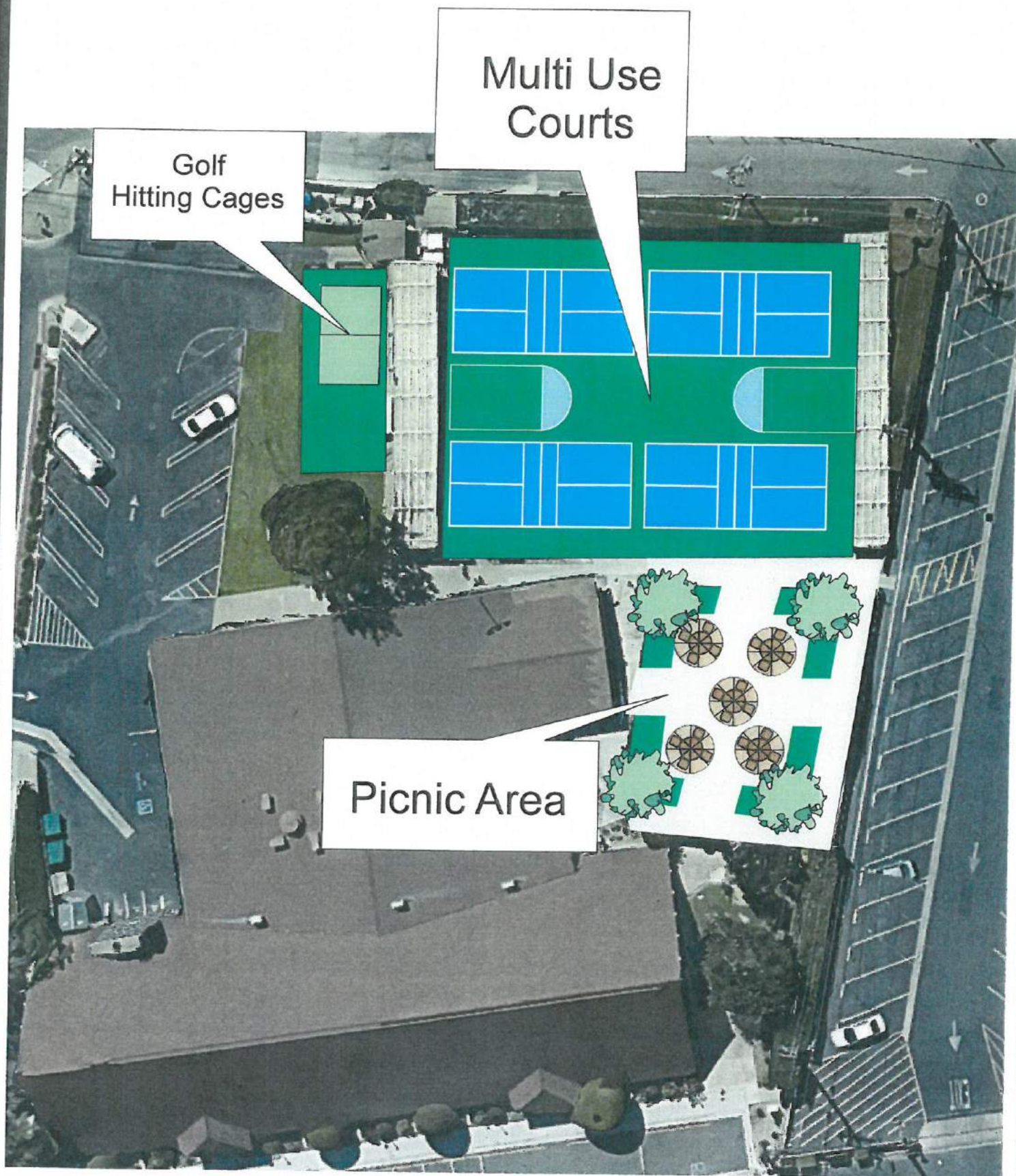
Clubhouse 2

The Committee discussed the scope of work and cost provided by both contractors. The PPC unanimously agreed to recommend Mission Landscape Architecture to the Board, for conceptual plans, at cost not to exceed \$13,750.

At its regular scheduled meeting of the Finance Committee on October 18, 2016, the Committee reviewed the availability of funding. Discussion took place regarding \$25,000 that was approved as part of the 2016 Capital Budget for Design Services for possible pool area improvements. As the project will not be moving forward at this time, it was suggested the \$25,000 be reallocated

into this project (\$13,750) as well as the Main Gate landscape architectural design fees (\$8,000). The FC resolved to reallocate \$25,000 from the 2016 Capital Budget for pool design into this project, as well as the Main Gate landscape project.

I move to award a contract to Mission Landscape Architecture, for \$13,750, to draft design concepts for a new outdoor amenity at the current lawn bowling court, shuffle board court and garden space behind Clubhouse Two, per proposal dated September 6, 2016, funding from reallocated Capital Funds and authorize the President to sign the contract.



Clubhouse 2
Possible Outdoor Multi Use Areas
Exhibit A



MISSION LANDSCAPE ARCHITECTURE

September 6, 2016

Mark Weaver
Community Facilities Manager
Golden Rain Foundation Seal Beach
P.O. Box 2069
Seal Beach, CA 90740

DEVELOPMENT
MAINTENANCE
TREE CARE
ENVIRONMENTAL
RESOURCES

REGARDING: LEASURE WORLD – CLUBHOUSE 2
Seal Beach, California

Dear Mr. Weaver,

We are pleased to submit the attached professional service proposal for providing Landscape Architectural Design Services for Leasure World – Clubhouse 2 outdoor amenity space improvements. We have included Landscape Architectural Design fees to develop design concepts for new outdoor amenities at the existing lawn bowling court, shuffle board court and garden space behind the clubhouse. MLA will submit a proposal to prepare construction documents for the improvements based on an approved design concept.

We appreciate the opportunity to submit this proposal and look forward to working with the Golden Rain Foundation on this project. Should you or any other parties involved with this project have questions about the attached proposal, please contact our office.

Respectfully submitted,

MISSION LANDSCAPE ARCHITECTURE

A handwritten signature in black ink, appearing to read 'Rocco M. Campanozzi', with a long horizontal flourish extending to the right.

Rocco M. Campanozzi, RLA
VP Landscape Architecture

CC: Jerri Pick, MLA Bo Taslimi, MLC

P:\2016\Proposals\16-105_Golden Rain Foundation_Clubhouse 2\02-Admin\02.01-Proposals\02.01.01-Proposal\MLA_PropCvtLtr_GoldenRainFoundation_Clubhouse 2_2016-08-30.docx

Mission Landscape Architecture | 16672 Millikan Avenue | Irvine, California 92606 | 949.224.0040



MISSION LANDSCAPE ARCHITECTURE

LANDSCAPE ARCHITECTURE DESIGN SERVICES PROPOSAL

Date: August 30, 2016

Contact: Mark Weaver
Community Facilities Manager
Golden Rain Foundation Seal Beach
P.O. Box 2068
Seal Beach, CA 90740
T: (562)431-6586 Ext. 301
E: markw@lwsb.com

Project Name: Leasure World – Clubhouse 2

Location: 13533 Seal Beach Boulevard
Seal Beach, CA 90740

MLA Proposal No: P16 - 105

Dear Mark,

We are pleased to submit the following professional service proposal to provide Landscape Architectural Design Services for the Leasure World Clubhouse 2 outdoor amenity project in Seal Beach, California.

PROJECT SCOPE OF SERVICES:

Mission Landscape Architecture (MLA) will provide professional Landscape Architectural services for Clubhouse #2 to develop design concepts for new outdoor amenities at the existing lawn bowling court, shuffle board court and garden space behind the clubhouse.

MLA has based its fees on the site visit with Mark Weaver on August 25, 2016. We understand that the Board wants to explore options for improvements to the existing outdoor spaces / uses at the Clubhouse, in particular, new outdoor amenities such as "pickle-ball courts" and improvements to the existing garden behind the Clubhouse.

LANDSCAPE ARCHITECTURAL DESIGN SERVICES:

CONCEPT DESIGN

- A. KICK-OFF MEETING - meet with the project team in a workshop setting to determine the landscape "Big Idea", various site plan components, functional relationships and site user influences on the site design. Establish specific design criteria, preliminary landscape construction budget and schedule – assume one (1) meeting.
- B. SITE RECONNAISSANCE - visit the site to observe, inventory and photograph existing conditions and site context.
- C. EXISTING LANDSCAPE PLAN EXHIBIT – prepare an exhibit to illustrate the existing landscape and site features including recommendations for preservation, removal and or replacement.
- D. DESIGN CONCEPT PLAN - prepare Design Concept Plans illustrating the proposed landscape designs addressing elements such as new uses / amenities, paving, landscaping, relationship to parking areas, roadways, structures, landscape lighting, signage, landscape structures, grading, etc. MLA will prepare up to three (3) design concepts which will illustrate potential uses, program elements and amenities.
- E. DETAILS AND ENLARGEMENTS - prepare Details and Enlargements of key areas, which describe the landscape design, as needed.
- F. DESIGN IMAGERY - gather Design Imagery of built designs which show a design character that is similar to that proposed for this project as well as imagery of proposed elements and amenities.
- G. PHOTOSHOP RENDERINGS – prepare Photoshop renderings on photographs taken at the site to further illustrate and explain the design concepts for the landscaping. MLA will prepare one (1) set of Photoshop renderings for each design concept.
- H. LANDSCAPE LIGHTING CONCEPT PLAN - prepare a Landscape Lighting Concept Plan, which addresses site lighting issues for the project such as: accent, safety, parking area and landscape lighting.
- I. PLANT PALETTE IMAGERY - provide Imagery of the major plant materials proposed for the project.
- J. OPINION OF PROBABLE CONSTRUCTION COSTS - prepare an Opinion of Probable Construction Costs for each option based upon the Design Concepts.
- K. DESIGN REFINEMENT - based upon comments derived from The Client, provide design refinement during this phase of work. Allow for one (1) round of refinements to the preferred design concept.
- L. CLIENT MEETINGS - participate in meetings with the Client to present design ideas and discuss current progress of the design. Meetings will be billed hourly T&M as noted in the FEE SCHEDULE below.

1. Anticipated Phase Duration:
 - Four (4) to six (6) Weeks
2. Anticipated Base Scale:
 - One (1) sheet @ 1" = 20' 0"
 - Enlargements @ 1/8" = 1' 0"
3. Anticipated Sheet Size:
 - 30" x 42"
4. Anticipated Deliverables:
 - Existing Landscape Plan Exhibit
 - Landscape Concept Plans
 - Details and Enlargements
 - Photoshop renderings
 - Design Imagery
 - Landscape Lighting concept plan
 - Plant Palette imagery
 - Opinion of Probable Construction Costs
 - Client Submittal

FEE SCHEDULE:

- | | |
|---|-------------|
| 1. Concept Design Package (lump sum fee) | \$12,250.00 |
| 2. Allowance for meetings with Golden Rain Foundation (billed hourly T&M) | \$1,500.00 |

TOTAL MLA DESIGN FEE

\$13,750.00

PROJECT UNDERSTANDING AND ASSUMPTIONS:

A. AUTOCAD BASE – it is assumed that The Client will supply MLA with Site and "Base" information (AutoCAD .dwg or PDF format), which clearly indicate property lines, building footprints, location of existing features, paving, steps, curbs, above grade utilities, and other information deemed necessary for MLA to prepare reasonably accurate Design Documents. Development of a simple AutoCAD base using information provided by The Owner, field measurements and Google Earth is included in MLA's scope of work.

B. CIVIL ENGINEERING – it is assumed that a Civil Engineer will supply MLA with Site and "Base" information, which clearly indicate property lines, building footprints, curbs, utilities, existing and proposed utility improvements, and other pertinent information deemed necessary for MLA to prepare accurate Landscape Construction Documents. In addition, the Civil Engineer is assumed responsible for providing rough and fine grading, and drainage. The Civil Engineer is NOT part of MLA's scope of work.

C. ELECTRICAL ENGINEERING – it is assumed that an Electrical Engineer is to be responsible for providing Site Lighting Electrical Plans including lighting fixture schedules, electrical details, and electrical hookups to the irrigation controllers. The Electrical Engineer is NOT part of MLA's scope of work.

D. CITY PLAN CHECK PROCESSING – submittal to, monitoring and processing of MLA's Design and Construction Documents through the City and other local agencies is to be provided by others. MLA will assist with preparation of the submittal package.

REBURSABLES:

Reimbursable expenses are not included in the quoted fee and will be billed at cost plus 10%. Reimbursable expenses may include:

1. Reproduction costs (computer plots etc.)
2. Shipping and delivery.
3. Mileage at \$.565 per mile for travel outside of Orange County (subject to State of California standard rate).

BILLING:

MLA will bill the Client monthly for a percentage of the work completed under the terms of the Contract. Payment is due within 30 days from date of invoice. If payment is not received within 30 days of invoice date, MLA may at its discretion stop work until the delinquent invoice has been paid.

ADDITIONAL SERVICES:

Services in addition to those listed under LANDSCAPE DESIGN SERVICES, when requested, shall be identified as such and billed at the current billing rate schedule. Additional services shall include, but are not limited to the following:

1. GRAPHIC EXHIBITS - graphic exhibits required beyond those indicated listed under LANDSCAPE DESIGN SERVICES.
2. PHASED OR SEGMENTED WORK - services requested in a phased or segregated bid basis. MLA assumes that this project will be designed and prepared in one contiguous effort.
3. FEES - Payment for governmental permits, application fees, processing fees, and plan check fees.
4. EXCESS MEETINGS - meetings in excess of those listed under LANDSCAPE DESIGN SERVICES.
5. SPECIAL RENDERINGS - professional renderings often required to portray the landscape design in a more highly articulated or rendered fashion than is usually customary.

INVOICING AND PAYMENT POLICIES:

1. In contracting with MLA for professional services, Client warrants that funds are available to compensate MLA for the total amount of services and expenses contracted and that these funds are neither encumbered nor contingent upon subsequent granting of approvals, permits or financial commitments by lending institutions or other third parties.

2. MLA submits invoices every four (4) weeks, not necessarily falling on the first or last day of the month. Client shall notify MLA, in writing, of any and all objections, to an invoice within ten (10) days of the date of invoice. Otherwise, the invoice shall be deemed proper and acceptable by the Client. Amounts indicated on invoices are due and payable immediately upon receipt. Client's account will be considered delinquent if MLA does not receive full payment within thirty (30) days after the invoice date.
3. A service charge will be applied at the rate of 2.0 percent per month (or the maximum rate allowable by law) to delinquent accounts. Payment thereafter will be applied first to accrued interest and then to the principal unpaid by the Client. Client shall pay all costs and expenses, including without limitation, reasonable attorneys' fees and expenses incurred by MLA in connection with the collection of delinquent accounts of Client.
4. If a delinquency by Client occurs, MLA may choose to suspend work. If such a decision to suspend work is made, MLA will notify Client in writing. MLA may choose to recommence work once a delinquency is completely cured and any and all attendant collection costs, fees, increases in costs or fees, or other amounts required to be paid by Client under this agreement are made in full. If a delinquency by Client occurs and MLA chooses not to suspend work, no waiver or estoppels shall be implied or inferred. Client agrees and understands that if MLA decides to so suspend its work, MLA shall not be liable for any costs or damages, including but not limited to delay and consequential damages, to the Owner, Client, or any other third party, that may arise from or be related to such a work suspension. Client agrees to hold MLA harmless from and completely indemnify MLA from and against any and all damages, costs, attorney's fees, and/or other expenses, which MLA may incur as a result of any claim by any person or entity arising out of such a suspension of work. Additionally, MLA maintains the right to withhold instruments of professional service pending payment.
5. It is recognized and agreed that the design services provided for in this Agreement will not and cannot be completed until all such services, including field observation services, have been performed in full by MLA. The Client acknowledges that the inability of MLA to complete those services will significantly increase the risk of loss resulting, among other causes, from misinterpretation of the intent of the design, unauthorized modifications thereto, and failure to detect errors and omissions in the plans and specifications before they become costly mistakes built into the project. Therefore, in the event that this Agreement is prematurely terminated or that MLA is otherwise precluded from completing the services set forth herein, the Owner agrees to hold harmless, indemnify and defend MLA from and against any and all claims, except those claims arising out of MLA's sole negligence or willful misconduct.
6. If any litigation, arbitration, or other legal action arising out of this contract ensues, the prevailing party shall be entitled to, without limitation, reasonable attorneys' fees, expenses, expert fees, and costs.
7. When non-standard billing is requested, time spent by office administrative personnel in preparation is a cost to the project and charged as technical labor.

LIMITATION OF LIABILITY:

MLA's liability for damage on account of any act, error, omission or other professional negligence shall be limited to a sum not to exceed fifty thousand dollars (\$50,000) or our contractual fee, whichever is smaller.

MLA'S STANDARD HOURLY RATE SCHEDULE
SCHEDULE OF FEES FOR PROFESSIONAL SERVICES:
EFFECTIVE JULY 1, 2016

<u>Time Charges</u>	<u>Hourly Rate Range</u>
Senior Principals	\$125.00
Principals	\$115.00
Senior Associates	\$105.00
Associates	\$95.00
Project Managers	\$90.00
Project Staff	\$80.00
Professional, Administrative & Word Processing Staff	\$60.00

MLA's hourly rate schedule is subject to adjustment in January and July of each year.
The acceptance of these terms can be acknowledged by signing this letter below and returning it to the address noted below.

Respectfully submitted,

MISSION LANDSCAPE ARCHITECTURE



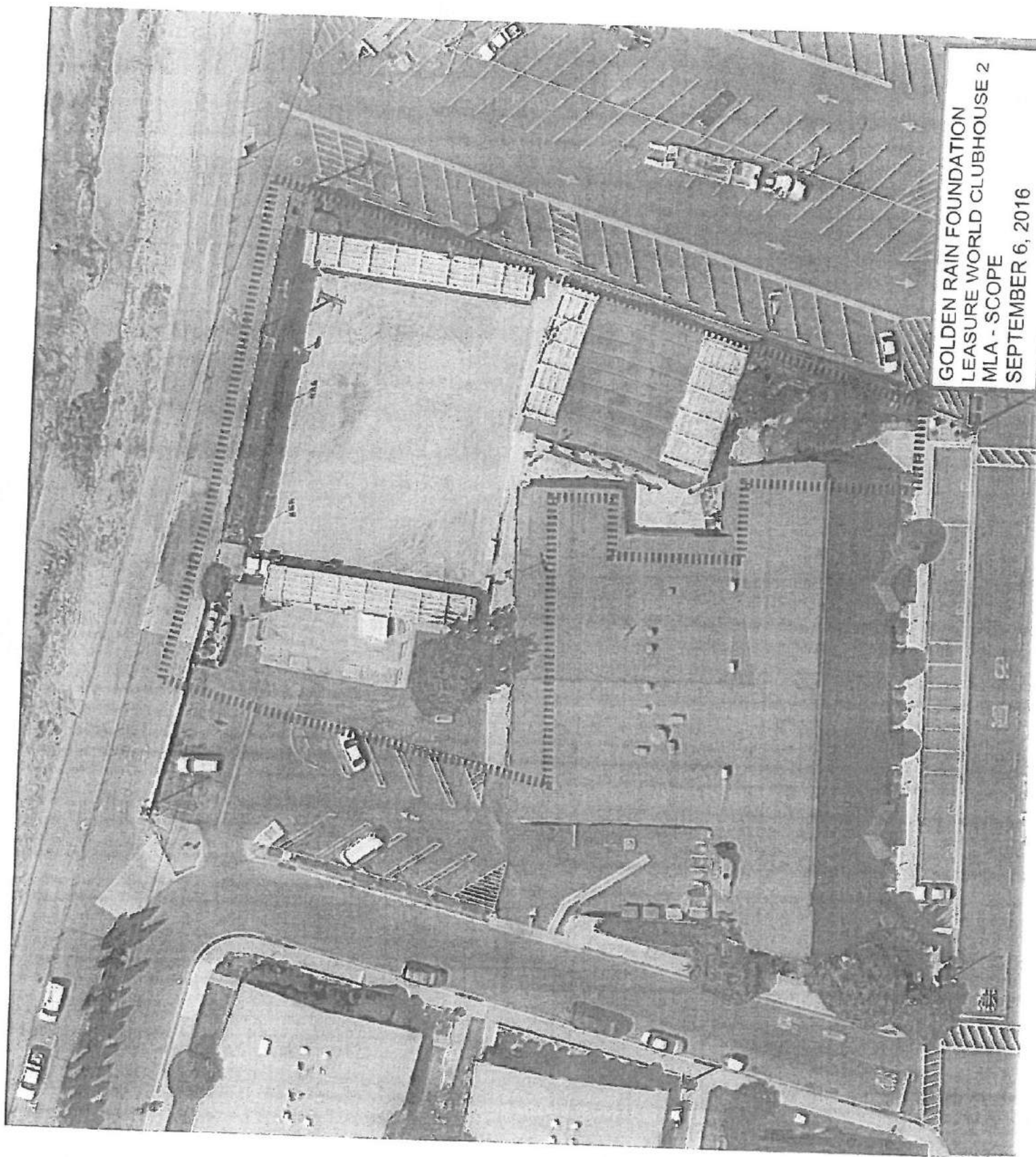
Rocco M. Campanozzi, RLA CA 1799
VP Landscape Architecture

Agreed to and accepted by: _____ Date: _____

* This proposal will be null and void if not executed within 60 days

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Mission Landscape Architecture | 16672 Millikan Avenue | Irvine, California 92606 | 949.224.0040



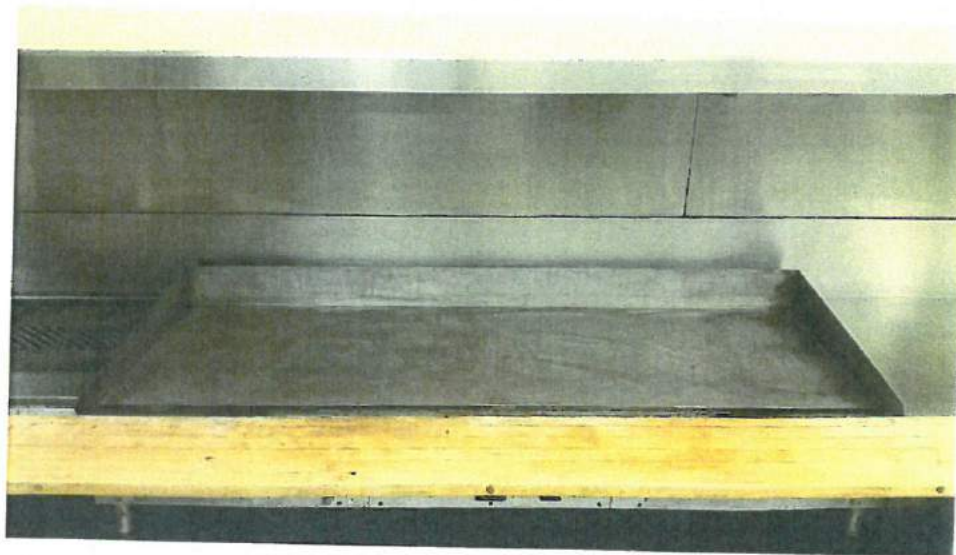
GOLDEN RAIN FOUNDATION
LEASURE WORLD CLUBHOUSE 2
MLA - SCOPE
SEPTEMBER 6, 2016

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BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: RECREATION COMMITTEE
SUBJECT: CLUBHOUSE TWO GRIDDLE REPLACEMENT
DATE: OCTOBER 12, 2016
CC: FILE

The griddle in the kitchen of Clubhouse Two is not operating to standard and was in need of calibration and minor repairs. After servicing the unit, it was reported that parts are not available and the unit has outlasted its useful life and is in need of replacement.



Quotes have been solicited from three companies to replace the existing griddle at Clubhouse Two with a new commercial griddle from Vulcan. The quotes below include sales tax and shipping:

Vendor	Quote
Restaurant Equipment Club	\$5,958.68
Restaurant Store	\$6,170.26
Hotel Restaurant Supply Warehouse	\$6,264.00

At its October 12, 2016 meeting, the Recreation Committee approved the purchase of a new griddle for Clubhouse Two's kitchen, in the amount of \$5,958.68, from Restaurant Equipment Club.

At its October 18, 2016 meeting the Finance Committee approve funds from the replacement reserves, asset ID #0808, to make this purchase.

I move that the Board approve the purchase of a new Vulcan commercial griddle, from Restaurant Equipment Club, in the amount of \$5,958.68, funded from the Replacement Reserves and to authorize the Recreation Department to make the purchase.



Quote

09/30/2016


Bill To:
 GOLDEN RAIN FOUNDATION
 Julie Rodgers
 PO Box 3519
 Seal Beach, CA 90740
 United States
 562-431-6586 350 (Contact)
 julier@lwsb.com

Ship To:
 GOLDEN RAIN FOUNDATION
 562-431-6586 ext. 350 (Terry De Leon)
 2601 Westminster Ave.
 Seal Beach, CA 90740
 United States
 terryd@lwsb.com

From:
 Restaurant Equipment Club LLC
 Tony Donato
 270 Drum Point Rd.
 Suite 202
 Brick, NJ 08723
 United States
 732-475-2742
 (732) 475-2742 7018 (Contact)
 (732) 475-2796 (Fax)
 Url:
 www.RestaurantEquipmentClub.com
 Tdonato@restequipclub.com

SO: A23131AQ

Job Reference Number: A23131AQ

Item	Qty	Description	Sell	Sell Total
1	1 ea	COUNTERTOP GRIDDLE  Vulcan Model No. HEG72E Heavy Duty Griddle, electric, countertop, 72" W x 24" D cooking surface, 3/4" thick polished steel griddle plate, bottom mounted snap action thermostat every 12", low profile, stainless steel front, sides, front top ledge with "Cool Bullnose", front grease trough, 4" back & tapered side splashes, 4" adjustable legs, UL, cUL, NSF 1 ea 1 year limited parts & labor warranty, standard 1 ea (2) 208v/60/1-ph, 16.2 kW, 77.9 amps	\$5,517.30	\$5,517.30
2	1 ea	FREIGHT PROGRAM Vulcan Model No. FREIGHT FREIGHT CHARGES		
3	1 ea	NOTE Restaurant Equipment Club Model No. CUSTOMER NOTE Customer has stated no lift gate needed.		
4	1 ea	NOTE Restaurant Equipment Club Model No. CUSTOMER NOTE This item has a 10 - 12 business day lead time.		

Total \$5,517.30

Prices Good Until: 10/30/2016

TAX 441.38
 TOTAL \$5,958.68

GOLDEN RAIN FOUNDATION

GOLDEN RAIN FOUNDATION

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 Page 1 of 7

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BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: RECREATION COMMITTEE
SUBJECT: CLUBHOUSE THREE, ROOM EIGHT, KITCHEN CONVERSION INTO STORAGE CLOSET
DATE: OCTOBER 12, 2016
CC: FILE

The Recreation Committee has been reviewing options for additional storage space within Clubhouse Three to accommodate storage needs. One possible option presented itself to convert one of the kitchens in the smaller rooms (Room Eight) to a storage area (210 square feet). Due to a hidden plumbing leak and subsequent mold remediation in room eight, about half of the cabinets, countertop, and drywall were removed for repairs and mold remediation. This unplanned work provides opportunity to convert this kitchen into a storage closet and construct a small service counter with a refrigerator within room eight.

The reconstruction of the kitchen was been placed on hold at this time, pending Committee review.

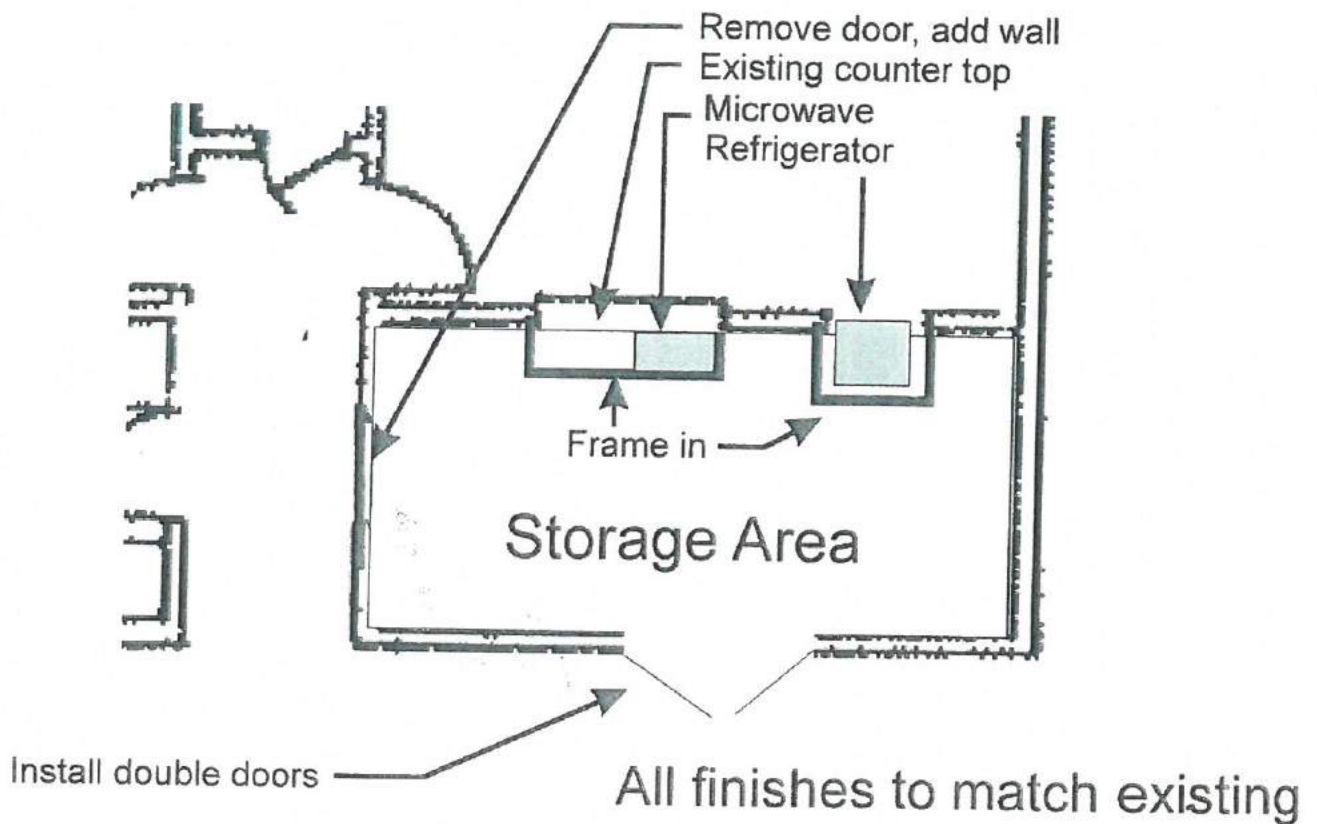
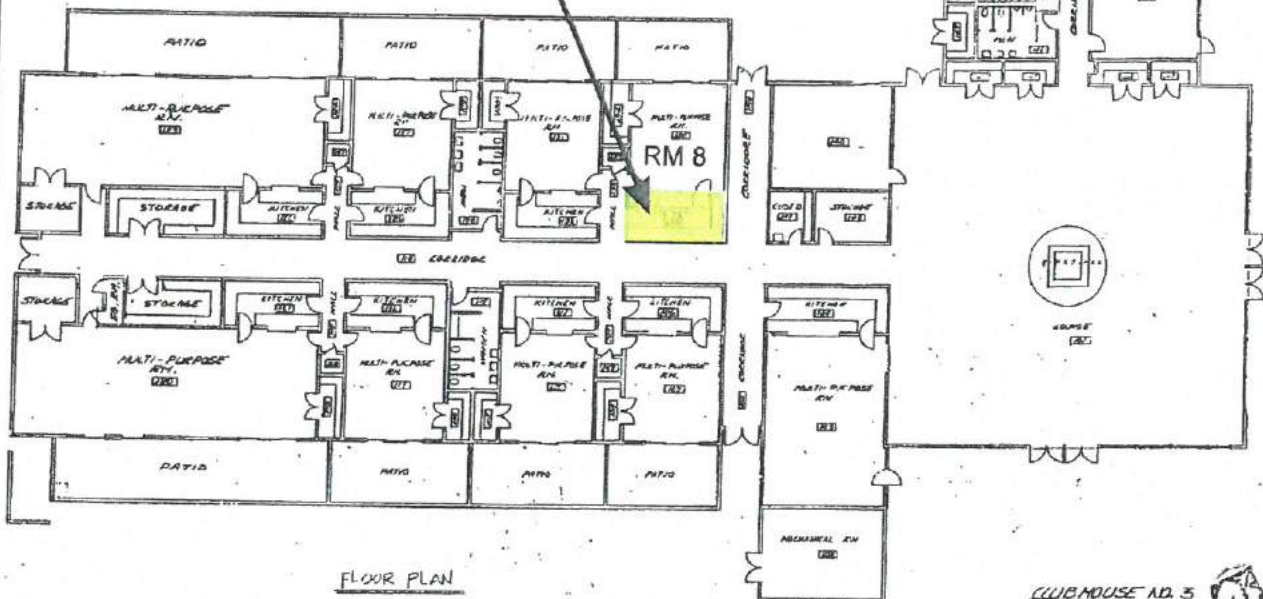
At its October 12, 2016 meeting, the Recreation Committee approved the Clubhouse Three, Room Eight kitchen conversion into a storage room with a service counter in room eight, in an amount not to exceed \$10,000 (Exhibit A). Labor and materials will be provided by the Service Maintenance Department.

At its October 18, 2016 meeting, the Finance Committee provided non-budgeted operational funds from CC53, in an amount not to exceed \$10,000, for this project.

I move to approve the conversion of the kitchen in Clubhouse Three, Room Eight to a storage room with a service counter and refrigerator alcove in room eight, per Exhibit A, in an amount not to exceed \$10,000, from CC53.

Clubhouse 3

Conversion of kitchen into storage room





BOARD ACTION REQUEST

TO: BOARD OF DIRECTORS
FROM: RECREATION COMMITTEE
SUBJECT: POLICY 1485-50, PROHIBITION OF RADIO- OR REMOTELY-CONTROLLED VEHICLES – TRUST PROPERTY
DATE: AUGUST 10, 2016
CC: FILE

At the regular scheduled meeting of the Recreation Committee (RC) on August 10, 2016, the RC recommended to prohibit use of radio-controlled and remotely-controlled vehicles upon/within/above Trust Property, unless approved by the Executive Director of Golden Rain Foundation Board of Directors, in an emergency situation. These vehicles include, but are not limited to: cars, toys, drones, helicopters and airplanes.

I MOVE to approve Policy 1485-50, Prohibition of Radio- or Remotely-Controlled Vehicles – Trust Property.

USE OF COMMUNITY FACILITIES

ADOPT

Prohibition of Radio- or Remotely-Controlled Vehicles – Trust Property

The use of radio-controlled and/or remotely-controlled vehicles is prohibited upon/within/above Trust Property, unless approved by the Executive Director or Golden Rain Foundation Board of Directors, in an emergency situation. These vehicles include, but are not limited to: cars, toys, drones, helicopters, and airplanes.

Policy
Adopted:

GOLDEN RAIN FOUNDATION
Seal Beach, California