

The Golden Rain
Foundation provides an
enhanced quality of life
for our active adult
community of Seal
Beach Leisure World.



October 22, 2019

Approved Consent Agenda

MOVED and duly approved to adopt the Consent Agenda: Committee/Board meeting minutes for the month of September, as presented, minutes of the September 24, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) as presented; the October GRF Board Report as presented; the financial statements September 2019, for audit; the transfer of \$350,000 of reserve funds, from US Bank, to Morgan Stanley, following the maturity of a \$245,000 CD on November 26, 2019, for the purpose of maximizing insured funds and to invest with Morgan Stanley; the purchase of brokered CDs, from Morgan Stanley, totaling \$350,000 of reserve funds, all with a term not to exceed twenty-four (24) months at the broker's discretion, at the prevailing interest rates, at the time of purchase; and the purchase of brokered CDs, from US Bancorp, totaling \$400,000 of Capital Improvement funds, all with a term not to exceed twenty-four (24) months at the broker's discretion, at the prevailing interest rates, at the time of purchase.

Communications/IT Committee – Amend 20-5050-1, Billboards and 20-5050.01-4, Request to Display on Billboards

MOVED and duly approved to refer 20-5050-1, Billboards and 20-5050.01-4, Request to Display on Billboards to the Communications/It Committee to determine if the term “policy” should be changed to “rule”.

CONCURRED to request the Executive Director, in concert with the Governing Documents Committee, to formulate a request for legal opinion, to be approved by the President and Vice President, to clarify the use of “policy” and “rule”.

Executive Committee – **TENTATIVE VOTE**: Amend 30-5093-1, Member Rules of Conduct

MOVED and duly approved to adopt 30-5093-1, Member Rules of Conduct, as amended, which sets forth the members' rules of conduct, fulfilling GRF's duty and fiduciary responsibility to enforce its governing documents and protect GRF Trust Property and assets, GRF staff and GRF-contracted service providers, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on November 26, 2019.

Executive Committee – **TENTATIVE VOTE**: Amend 30-5093-2, Member Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties

MOVED and duly approved to adopt 30-5093-2, Member Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties, as presented, which sets forth the fines, penalties and legal action that may result from non-compliance with the Member Rules of Conduct, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on November 26, 2019.

Facilities and Amenities Review (FAR) Ad hoc Committee – **FINAL VOTE**: Amend 70-1406-1, Limitations on Use.

MOVED and duly approved to refer 70-1406-1, Limitations on Use to the Facilities and Amenities Review (FAR) Committee to address the concerns of the correspondence received during the 28-day posting to the membership period, adjust formatting and remove the word “policy”.

Facilities and Amenities Review (FAR) Ad hoc Committee – FINAL VOTE: Adopt 70-1406-2, Limitations on Use, Fees

MOVED and duly approved to remove item 10.c.ii. FINAL VOTE: Adopt 70-1406-2, Limitations of Use, Fees, from the agenda, based on the referral of item 10. chin FINAL VOTE: Adopt 70-1406-1, Limitations of Use, to the Facilities and Amenities Ad hoc Committee.

Finance Committee – FINAL VOTE: Amend 40-5061-2, Fees

MOVED and duly approved to amend 40-5061-2, Fees, increasing the amenities fee to twenty-five (25) times the monthly GRF Assessment, updating the cost center numbers and including the cost center names.

Finance Committee – Acceptance of the Reserve Study for Budget Year 2020

MOVED and duly approved to accept the Reserve Study for the 2020 budget year.

Finance Committee – Acceptance of the 2020 Annual Budget Disclosure and Policy Statement

MOVED and duly approved to accept the 2020 Annual Budget Disclosure & Policy Statement, Exhibit A in the agenda packet.

Finance Committee – Amend 40-5115-3, Finance Committee Charter, 40-2155-1, Copy & Supply Center Services, and 40-2115-2, Copy & Supply Center, Fees

MOVED and duly approved to amend 40-5115-3, Finance Committee Charter, including the Copy and Supply Center cost center (544) under the oversight of the Finance Department; amend 40-2115-1, Copy and Supply Center Services, reflecting the oversight of the Finance Department, refining the document's language, and specifying restricted materials; and amend 40-2115-2, Copy and Supply Center, Fees, to reflect the oversight of the Finance Department.

Finance Committee – Amend 40-3324-2, Purchasing Fees

MOVED and duly approved to amend Policy 3324-31, Purchasing Fees, , to reflect a change in the terms of the 5% transaction processing fee and applicable tax (from the Purchasing Department, to GRF).

Finance Committee – Exclusive Use of Trust Property, Annual Lease Agreements

MOVED and duly approved to approve the following lease agreements, for the term of January 1, 2020 to December 31, 2020, for the exclusive use of Trust Property: Friends of the Library – Library Complex, 1250 sq. ft, Golden Age Foundation – CH6, 790 sq. ft., Radio Club - Upper Amphitheater, 164 sq. ft., and RV Club - RV Lot, 200 sq. ft.

Mutual Administration Committee – Rescind 50-1801-1, Use of Community Facilities

MOVED and duly approved to rescind 50-1801-1, Use of Community Facilities, as the rules are contained within Mutual policy 7541.

Mutual Administration Committee – Amend 50-5165-3, Mutual Administration Committee Charter

MOVED and duly approved to 50-5165-3, Mutual Administration Committee Charter, removing the Copy and Supply Center, cost center 544, to the oversight of the Finance Department.

Mutual Administration Committee – **FINAL VOTE:** Adopt 50-1201-2, GRF Identification Cards, Fees

MOVED and duly approved to adopt 50-1201-2, GRF Identification Cards, Fees, as presented.

Physical Property Committee – Reserve Funding Request – Clubhouse Six, Heat Pump Replacement, Unit 2

MOVED and duly approved to award to Greenwood Heating and Air, to replace the heat pump in Clubhouse Six, unit #2, for a cost not to exceed \$8,800, Reserve funding and authorize the President to sign the contract.

Physical Property Committee – Capital Funding Request – Clubhouse Four, Phase IV

MOVED and duly approved to approve the estimate from Service Maintenance for the improvements and betterments, called out in Exhibit A, for Clubhouse Four Phase IV, in the Ceramics, Art, and Lapidary rooms, at a cost not to exceed \$32,000, Capital funding, and authorize the Executive Director to issue the work order and purchase materials.

Physical Property Committee – Reserve Funding Request – Clubhouse Six, Ambulance Room

MOVED and duly approved additional Reserve funds, in an amount not to exceed \$1,419, for the Ambulance Room project at Clubhouse Six (approved at the August GRF Board Meeting) and authorize the President to sign the contract.

Physical Property Committee – Capital Funding Request – EV Charging Stations

MOVED and failed to approved a five year warranty/maintenance plan, along with the 5 year pre-paid Commercial Cloud Plan, including installation with Charge Point, for a total cost not to exceed \$15,478, and authorize the President sign the contracts.

Physical Property Committee – Reserve Funding Request – 1.8 Acres, Gate Replacement

MOVED and duly approved a contract with MJ Jurado, for a cost not to exceed \$18,000, Reserve funding, for the replacement of two gates at the 1.8 acres area, and authorize the President sign the contract.

Recreation Committee – Reserve Funding Request – Upper Amphitheater Blind Replacement

MOVED and duly approved to approve the replacement of the Amphitheater blinds in all the upper offices at the top of the Amphitheater, in an amount not to exceed \$6,923, Reserve funding, and to authorize the President to sign the contract.

Recreation Committee – Adopt 70-2504-1, Library Rules and Adopt 70-2501-3, Library Procedures

MOVED and duly approved to refer 70-2504-1, Library Usage and 70-2504-3, Library Procedures, which sets forth guidelines and procedures for the Library usage, to the Recreation Committee, for review.

Recreation Committee – **TENTATIVE VOTE:** Adopt 70-2504-2, Library Fees

MOVED and duly approved to remove item 10.g.iii., Tentative Vote: Adopt 70-2504-2, Library Fees, from the agenda.

Strategic Planning Ad hoc Committee – Amend 30-5167-3, Strategic Planning Ad hoc Committee Charter

MOVED and duly approved to amend 30-5167-3, Strategic Planning Ad hoc Committee Charter, updating document language, adding goals, and updating the duties of the Committee.

September 17, 2019 Website Ad hoc Committee

- REVIEWED HOA organizations and the city website as presented by the Director of Communication and Technology, and highlighted the following: social media links, daily calendar, videos, separate tabs for residents and visitors, white background, compatibility with all devices;
- CONCURRED that the redesign of the website should not be cluttered with advertising, should be kept up to date, should be user-friendly, organized, searchable and ADA compliant, upon review of the new website questionnaire responses;
- CONCURRED to make the website more community-friendly with the focus on residents and potential buyers, upon review of the insights on site visitors;
- CONCURRED to brainstorm the future website content based on the data provided and discuss at the next Committee meeting;
- REVIEWED the RFP for website redesign and advised the Director of Communications and Technology provide the Committee members with a revised version of it prior to the next Committee meeting.

September 18, 2019, Strategic Planning Ad hoc Committee

- CONCURRED to review future vision suggestions submitted by the Recreation, Physical Property, Mutual Administration, Security, Bus & Traffic Committees and assigned a GRF Committee to each vision, deleting duplicate submissions;
- MOVED to recommend the GRF BOD amend 30-5167-3, Strategic Planning Ad hoc Committee charter, as amended, adding key words.

September 23, 2019, Special Recreation Committee

- CONCURRED to request bring additional information to establish a fee structure for non-shareholder use of continuing education classes to the October Committee meeting;
- MOVED to approve staff move forward with the North Orange Continued Education program, as discussed, utilizing existing Trust property space;
- MOVED to recommend the GRF BOD adopt 70-2504-1, Library Rules, as amended, adopt 70—2504-2, Library Fees, pending a 28-day posting to the membership, as amended and adopt 70-2504-3, Library Procedures, as amended;
- MOVED to recommend the GRF BOD rescind 70-2501-1, Community Facilities Library Patron Use, as presented.

September 26, 2019, Management Services Ad hoc Committee

- CONCURRED to remove GRF services a from the final lists of services from the Security, Mutual Administration and Stock Transfer departments;
- CONCURRED to review the IT department at the next Committee meeting.

October 2, 2019, Governing Documents Committee

- MOVED to amend 50-1400-1, Co-Occupants and Qualified Permanent Residents (QPR) Use of Clubhouses, by adding keywords, as well as accepting the suggested red line amendments and

- forward to the Recreation Committee for approval; and notify Mutual Administration of the department number changed (70-1400-1);
- MOVED to amend 50-1610-3, GRF Membership Eligibility Criteria, by adding keywords, as well as making the Non-substantial changes and forward to Mutual Administration for approval;
- MOVED to amend 50-2115-1, Copy and Supply Center Services, by adding keywords, as well as accepting the suggested red line amendments, making a change on the department number (40-2115-1) and forward to the Finance Committee for approval;
- MOVED to amend 50-2115A-2, Copy and Supply Center Services, by adding keywords, as well as making a change on the department number (40-2115-2) and forward to the Finance Committee for approval;
- CONCURRED to review at the next Committee meeting: 70-5135-3, Recreation Committee Charter, 80-5145-3, Security Bus and Traffic Committee Charter, 40-5115-3, Finance Committee Charter, 40-3326-1, Purchasing Warehouse Guidelines for Inventory and Non-Inventory Purchases, 40-3324-2, Purchasing Fees, 40-2230-3, Authorized Signatories, 40-2244-3, Reconciliation of Annual Financial Statement, 40-2920-3, Budget Controls, 40-3323-3, Disposition of Surplus Equipment, 40-3325-3, Purchase of Non-Standard Items, 40-5506-3, Request for Proposal Requirements, 40-5522-3, Safe Deposit Boxes, 40-5340-1, Capital Improvement Fund, 40-5520-1, Reserves, 40-5523-1, Accounts Receivable Collections, 60-5504-1, Insurance Requirements – Contractors.

October 2, 2019, Physical Property Committee

- MOVED to approve the completion of the following projects: 591-01B-JK, Perimeter Wall Project, 902-19, Replacement of Asphalt and Concrete on Trust Property and 906-19, Clubhouse Four Improvements;
- MOVED to recommend the GRF Board approve the estimate from Service Maintenance for the improvements and betterments at Clubhouse Four in the Ceramics, Art and Lapidary Rooms for a cost not to exceed \$30,020, pending Finance Committee Review;
- MOVED to approve additional Capital funds in the amount not to exceed \$1,419 for the Ambulance Room project at Clubhouse Six (approved at the August Board Meeting) and authorize the President to sign the contract, pending Finance Committee review;
- CONCURRED to forward the Electric Vehicle Charging Station project to the Finance Committee for funding review, and to the GRF Board of Directors for further review;
- MOVED to recommend the GRF BOD approve MJ Jurado install two (2) new 8' wrought iron gates at the entrance and exit of the 1.8 area for a cost of \$18,000 and add \$1,000 in contingencies for a total cost of \$19,000, Capital funding, pending Finance Committee review;
- MOVED to recommend the GRF Board approve SPEC Group and ATC (All Temperature Control) provide consulting services for a total cost not to exceed \$5,000 non-budgeted operating expense, to evaluate the HVAC system in Clubhouse Six, pending Finance Committee review;
- MOVED to recommend the GRF Board award a contract to Greenwood Heating and Air for a cost not to exceed \$8,800, Reserve funding, for the replacement of HVAC unit #2 in Clubhouse Six, pending Finance Committee review;
- MOVED to accept the following Governing Documents as reviewed: 60-3331-1, Landscape Perimeter Walls, 60-5504-1, Insurance Requirements – Contractors, 60-5504.0-1, Insurance Requirements – Vendors and 60-5130-3, Physical Property Committee Charter;
- CONCURRED to review 90-5350-3, Construction Bids and Contracts to the next Committee meeting, for amendment.

October 3, 2019, Architecture and Design Review Committee

- MOVED to select deck silver smoke #8084, coping dark grey 860 and safety edge design, for the deck in the swimming pool;
- CONCURRED to use dark blue, ADRC standard color for the bathroom partition;
- CONCURRED to take no action regarding landscape, pending a site review, scheduled on Friday, October 4, 2019 at 11:00 a.m.;
- MOVED to approve expenditure up to \$1000, per the approved project budget and authorized ADR Committee members (Ms. Heinrichs, Mrs. Perrotti and GRF President Ms. Stone), to select two pieces of wall art, for the pool lobby;
- MOVED to approve a KFI table and four chair set – Navy polypropylene café chairs and 36” w x 29”H round natural table;
- CONCURRED to request the Recreation Manager select a wall mural for the elevator lobby.

October 7, 2019, Recreation Committee

- CONCURRED to request staff bring additional information regarding possible Fitness Center improvements, to be reviewed at the next Committee meeting;
- CONCURRED to request the Recording Secretary schedule a work study session for staff and the Recreation Committee Chairperson to review the bid submissions in detail and bring a recommendation to the Committee;
- MOVED to recommend to the Finance Committee the Exclusive Use Leases from January 1, 2020, to December 31, 2020: Friends of the Library, Golden Age Foundation, Radio Club and the RV Club;
- MOVED to forward the following Exclusive Use Leases to the Facilities & Amenities Review Ad Hoc Committee for further review: Genealogy Club, Video Producers Club and the Historical Society;
- MOVED to forward the following Exclusive Use Lease to the Finance Committee for further review: Rolling Thunder Club;
- MOVED to decline the weaving donation;
- CONCURRED to take no action regarding the Sunday Water Aerobics class;
- MOVED to conceptually approve the replacement of refuse container within all Clubhouses with reasonably priced containers as selected by ADRC, which must be clearly marked Recyclables and Trash. Upon container selection staff shall provide to the Recreation Committee a full breakdown of number of containers in each clubhouse and associated cost;
- MOVED to recommend the GRF Board approve the replacement of all of the blinds in the upper offices of the Amphitheater by Coast Factory Blinds in the amount of \$6,922.24, pending Finance Committee Review;
- MOVED to recommend the GRF Board adopt 70-2504-4, Release of Liability Form, as presented.

October 8, 2019, Facilities and Amenities Review Committee

- MOVED to forward a request to the Physical Property Committee to obtain costs to renovate the space between the Library and Friends of the Library for the purpose of use by the Historical Society;
- CONCURRED to schedule a walkthrough of Clubhouse Three;
- MOVED to approve utilizing the Mini Farm area for the general purpose of gardening, as it is now, for a one-year period;
- CONCURRED to request staff to draft a policy for the Mini Farms.

October 9, 2019, Security, Bus & Traffic Committee

- CONCURRED to suggest the Executive Director purchase a General Electric Motorized (GEM) vehicle, not to exceed \$4,000;
- MOVED to remove the lock out procedure topic from the agenda;
- CONCURRED to address the following governing documents at the Work Study meeting, scheduled on November 4, 2019, at 9 a.m.: 80-1920-1, Traffic Rules and Regulations, 80-1925-1, Traffic Rules and Regulations-Enforcement on Trust Property, 80-1927-1, Parking Rules for Trust Property and 80-1928-1, Golf Cart Parking Rules and Regulations.

October 10, 2019, Communications & IT Committee

- CONCURRED to request the Director of Communications and Technology add the Website Redesign to the project sheet under her reports, and to list line items in LW Weekly accounts receivable by numbers rather than names;
- CONCURRED to remove the 2020 Community Guide New Format - Redesign from the agenda;
- CONCURRED to request the IT Supervisor present a write-up and proposed cost for the Ubiquiti airFiber at the next scheduled Committee meeting;
- FAILED to authorize the Health Care Center to use LW Live to submit public service announcements as approved by the Executive Director;
- REVIEWED The 2019-200 Social Media Accounts Timeline, as presented by the Director of Communications and Technology. No action was taken;
- MOVED to request the Finance Committee review available funding for a surveillance system;
- CONCURRED to request the IT Supervisor present the list of available demographic fields of this community at the next Committee meeting;
- MOVED to recommend the GRF BOD amend 5050-34, Digital Billboards and 5050-01.-34, Request to Display on Digital Billboards;
- CONCURRED to review 2825-36, Special Columns, 2840.02-36, Deadlines, 2840.04-36, News Stories, 2840.06-36, Obituaries, 2840.07-36, News Photos, Policy 2840.08-36, News Coverage at the next Committee meeting.

October 11, 2019, Executive Committee

- CONCURRED to amend the reporting structure to add a Fleet Supervisor to the Transportation organization chart;
- MOVED send the following documents to corporate counsel for review and recommend the GRF Board tentatively adopt: 30-5093-1, Member Rules of Conduct and 30-5093-2, Member Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties;
- MOVED to request the Executive Director obtain a due process document from corporate counsel for review at the next Committee meeting;
- MOVED to approve the Fleet Supervisor position description with a wage/salary grade of A38, as presented;
- MOVED to request labor counsel review the disclosure page, signed by the new employee, attached to all position descriptions;
- CONCURRED to make no changes to current employee handbook reference to Employment of Foundation Directors or Spouses and to update the applicable 2020 GRF election materials;
- CONCURRED to remove the Community Manager/Mutual Administration Manager position from the agenda;
- MOVED to continue the Roundtable meetings, under the conditions outlined in the handout, with the addition of 1.d.: Mutual-to-Mutual Problem Solving, in a forum that is productive and respectful;

- MOVED to remove the requirement for annual physicals for part-time Security and Bus employees, effectively immediately;
- MOVED to approve the 2020 election materials and the election process for the 2020 GRF elections.

October 14, 2019, Finance Committee

- MOVED to authorize the Finance Director to write off \$3,933.86 of uncollectible News advertiser accounts;
- MOVED to recommend the GRF Board accept, for audit, and forward to the GRF Board the financial statements for period ending September 2019, as presented by the Director of Finance and as reviewed by the Finance Committee;
- MOVED to and recommended the GRF Board authorize the transfer of \$350,000 of reserve funds from US Bank to Morgan Stanley, following the maturity of a \$245,000 CD on November 26, 2019, for the purposes of maximizing insured funds and to invest with Morgan Stanley;
- MOVED to recommend the GRF BOD authorize the purchase of brokered CDs from Morgan Stanley totaling \$350,000 of reserve funds, all with a term not to exceed twenty-four (24) months at brokerage discretion, at the prevailing interest rates at the time of purchase;
- MOVED to recommend the GRF BOD recommended the GRF BOD authorize the purchase of brokered CDs from Morgan Stanley totaling \$350,000 of reserve funds, all with a term not to exceed twenty-four (24) months at brokerage discretion, at the prevailing interest rates at the time of purchase;
- MOVED to the GRF Board authorize the purchase of brokered CDs from US Bancorp totaling \$400,000 of capital funds, with a term not to exceed twenty-four (24) months at brokerage discretion, at the prevailing interest rates at the time of purchase;
- MOVED to GRF Board accept the Reserve Study for the year 2020 budget;
- MOVED to GRF Board accept the 2020 Annual Budget Disclosure and Policy Statement;
- CONCURRED to address this agenda item at the next scheduled meeting. No Action was taken pending a meeting with the Executive Director and Rolling Thunder;
- MOVED to recommend the GRF BOD approve the renewal of the following lease agreements, as presented: Friends of the LW Library, Golden Age Foundation, Radio Club, LW Trailer Club;
- MOVED to recommend the GRF BOD allocate Capital funding, for upgrades and betterments for Clubhouse Four at the Ceramics, Art and Lapidary Rooms, in an amount not to exceed \$30,020 and forward this request to the GRF Board of Directors;
- MOVED to recommend the GRF Board allocate additional Reserve funding, for the replacement of flooring, in the ambulance room in Clubhouse Six, in an amount not to exceed \$1,419, and forward this request to the GRF Board of Directors;
- MOVED to recommend the GRF Board allocate Reserve funding, for the replacement of two gates at 1.8 acres area, in an amount not to exceed \$18,000, and forward this request to the GRF Board of Directors;
- MOVED to recommend the GRF Board allocate Operating funding, for the investigation and possible modification for proper operation of the HVAC system in Clubhouse Six, in an amount not to exceed \$5,000, and forward this request to the GRF Board of Directors, contingent upon receipt of the contract;
- MOVED to recommend the GRF Board allocate Reserve funding, for blind replacements, for the Amphitheater in all the upper office spaces and in the Clubhouse Two cardroom, in an amount not to exceed \$1,106, and forward this request to the GRF Board of Directors;

- MOVED to recommend the GRF Board amend 40-5115-3, Finance Committee Charter, as presented;
- MOVED to recommend the GRF Board amend 40-2115-1, Copy and Supply Center Services, as presented;
- MOVED to recommend the GRF Board amend 40-2115-2, Copy and Supply Center Fees, as presented;
- MOVED to recommend the GRF Board amend 40-3324-2, Purchasing Fees, as presented;
- MOVED to amend 40-5516-3, Committee Non-Budgeted Expenses, by making a change on the document number (40-5516-1);
- MOVED to accept 40-5061-2, Fees, as presented.

October 14, 2019, Mutual Administration Committee

- MOVED to schedule the Transportation and Meals Town Hall presentation on a quarterly basis;
- MOVED to dissolve the Welcome Packet sub-committee as it has revised the Welcome Packet.;
- MOVED to approve, as amended, the hazardous waste section of the Bereavement Workbook, send to the Communications department, for artwork revision and return to the Mutual Administration Committee, for final review.;
- MOVED to remove the Notice and Disclosure, Power of Attorney page from the Welcome Packet, request corporate counsel review the page, with feedback from the Stock Transfer Manager, and recommend a signature line be added;
- CONCURRED to schedule a work study to include Committee members Susan Hopewell and Paula Snowden;
- CONCURRED to refer the exploration of additional revenue opportunities within the Copy & Supply Center to the Finance Committee, as the Copy & Supply Center will move to the Finance Department;
- MOVED to authorize the Senior Medicare Patrol to offer “Empowering Seniors to Prevent Healthcare Fraud” on November 12, 2019, at 1 p.m., in Clubhouse Four;
- MOVED to rescind 1801-33, Qualified Permanent Resident and Co-occupant Agreements, because the rules are contained in Mutual policy 7541;
- MOVED to refer 70-1400-1, Use of GRF (Trust) Facilities to the Recreation Committee and recommend the GRF BOD amend the document;
- MOVED to amend 50-1610-3, GRF Membership Eligibility Criteria;
- MOVED to recommend the GRF BOD amend 50-1610-3, Mutual Administration Committee Charter, removing reference to the Copy and Supply Center, cost center 544, which will be moved to the Finance Department;
- MOVED to refer 50-2115-1, Copy and Supply Center, Services and 40-2115-2, Copy and Supply Center, Fees to the Finance Department.

October 15, 2019, Website Redesign Ad hoc Committee

- MOVED to approve the proposed RFP for LW website redesign, as presented.
- CONCURRED to cancel the November meeting and schedule the next meeting for December 11, 10 a.m., in Conference Room B.

Financial Recap – September 2019

As of the nine-month period ended September 2019, the draft financial reports indicate that GRF is in a favorable financial position with a surplus of \$486,216.

Major variances are:

Wages, Taxes & Benefits	451,678	Favorable: Wages \$183K; P/R Taxes \$24K; Workers' Comp \$35K; Group Ins \$191K; 401(k) Match \$19K
Temporary Agency Fees	(165,440)	Unfavorable: Temporary help for key positions.
Supplies	47,693	Favorable: Low requisitions YTD
Professional Fees	(43,148)	Unfavorable: Litigation
Facilities Rentals & Maintenance	96,740	Favorable: Landscaping \$81K; Service Contracts \$15K
Property & Liability Ins Prem	29,192	Favorable: Projected YE budget variance \$34K
Rental Income	(37,090)	Unfavorable: Lower unit sales than planned
Interest Income	117,823	Favorable: Actual yields > planned
News Advertising	(146,338)	Unfavorable: Budget planned more aggressive sales
Other Income	90,871	Favorable: Purchasing Processing Recovery \$40K; Lost Member ID Card \$16K; Fees \$35K

	Fund Balance	Allocated For Current Projects	Allocated For Future Projects	For details, see page
Reserve Funds				
Repairs & Replacements	\$10,146,264	\$2,158,203	\$7,988,061	7

	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Funds				
Capital Improvements	\$2,208,959	\$276,809	\$1,932,150	8

Total year-to-date approved unbudgeted operating expenses are \$27,770.